



CAMDENCOUNTY

new energy. new vision.

**BOARD
OF
COMMISSIONERS**

**June 04, 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
June 04, 2018
7:00 PM
Historic Courtroom, Courthouse Complex**

Call to Order

ITEM 6:00 PM Closed Session

ITEM 7:00 PM Reconvene BOC Meeting

Invocation & Pledge of Allegiance

Pastor Marc O'Neal

ITEM 1. Public Comments

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

ITEM 2. Conflict of Interest Disclosure Statement

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

ITEM 4. Presentations (For discussion and possible action)

1. NCDOT Presentation/Updates - Jerry Jennings
2. Broadband Feasibility Study - Charlie Bauman

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

Reconvene Board of Commissioners

ITEM 5. Public Hearings

- A. Public Hearing - Special Use Permit UDO 2017-02-28 Fairfax Major Subdivision
- B. Public Hearing - Camden Commerce Park Property Sale
- C. Public Hearing - Proposed FY 18-19 Budget
- D. Public Hearing on Proposed 2019-2023 Capital Improvement Program

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

- A. Tax Report - Lisa Anderson
- B. Resolution - Salaries and Compensation for Various Boards and Commissions

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

- 1. College of the Albemarle's Board of Trustees - Reappointment
- 2. Community Advisory Committee - Appointment

ITEM 8. Consent Agenda

- A. BOC Minutes - May 7, 2018
- B. FY 17-18 Budget Amendments
- C. School Budget Amendments
- D. Tax Collection Report - April 2018
- E. Vehicle Refunds Over \$100.00
- F. Refunds Over \$100.00
- G. DMV Monthly Report
- H. Proclamation - Vulnerable Adult & Elder Abuse Awareness Months

ITEM 9. County Manager's Report

ITEM 10. Commissioners' Reports

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

- A. Code Enforcement

ITEM 12. Adjourn Board of Commissioners

Reconvene Board of Equalization & Review

ITEM Adjourn Board of Equalization & Review



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Presentations

Item Number: 4.1
Meeting Date: June 04, 2018
Submitted By: Karen Davis, Clerk to the Board
Administration
Prepared by: Karen Davis

Item Title NCDOT Presentation

Attachments:

Summary:

Jerry Jennings with NCDOT will present an update to the Board concerning ongoing/projected projects.



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Presentations

Item Number: 4.2
Meeting Date: June 04, 2018
Submitted By: Charlie Bauman, Director
Economic Development
Prepared by: Karen Davis

Item Title **Feasibility Study**

Attachments:

Summary:

Donald Imhoff of Eastern Shore Communications will present the results of the broadband feasibility study.



CAMDENCOUNTY

new energy. new vision.

Board of Commissioners AGENDA ITEM SUMMARY SHEET

Public Hearings

Item Number: 5.A
Meeting Date: June 04, 2018

Submitted By: Dave Parks, Permit Officer
Planning & Zoning
Prepared by: Karen Davis

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

Attachments: Planning Board Minutes (PDF)
Summary_Finding of Facts (PDF)
170001 PRELIM 18X24 052918 (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***

RESULT:	PASSED [UNANIMOUS]
MOVER:	Patricia Delano, Vice Chairman
SECONDER:	Steven Bradshaw, Board Member
AYES:	Leary, Harris, Delano, Albertson, Bradshaw, Saunders
ABSENT:	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	RESULT:	PASSED [UNANIMOUS]
29	MOVER:	Fletcher Harris, Board Member
30	SECONDER:	Ray Albertson, Board Member
31	AYES:	Leary, Harris, Delano, Albertson, Bradshaw, Saunders
32	ABSENT:	McCall

33 **OLD BUSINESS**

34 None

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

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

PROJECT INFORMATION

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

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

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

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

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

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

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

Attachment: Planning Board Minutes (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

CAMDEN COUNTY PLANNING BOARD

Regular Meeting – March 21, 2018

69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96
97
98
99
100
101
102
103
104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119
120
121
122
123

Documents received upon filing of application or otherwise included:

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

Meeting Dates:

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

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

Maps Show:

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

PROJECT LOCATION:

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

SITE DATA:

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

Attachment: Planning Board Minutes (2059 : Public Hearing - UDO 2017-02-28 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

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 (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

CAMDEN COUNTY PLANNING BOARD

Regular Meeting – March 21, 2018

230 Dan Porter briefly described this agenda item:

- 231 • Special Use Permit Application for Preliminary Plat
 232 • Applicant is A & B Building Inc., Adam Maurice
 233 • 23 Acre, 16 Lot Major Subdivision
 234

235 Mr. Porter introduced Mr. Sean Robey of Eastern Carolina Engineering, the agent for the
 236 applicant.
 237

238 Sean Robey, Eastern Carolina Engineering

- 239 • Representing Adam Maurice of A & B Building
 240 • 16 Lot Subdivision proposed
 241 • Located on NC Hwy 343 just North of Camden United Methodist Church
 242 • Approximately 1000 foot long road in subdivision which will be extended in and
 243 off of NC 343 to a cul-de-sac
 244 • Most of the lots are over an acre, 40,000 sqft average
 245 • Some lots border wetlands to the rear of the lots, those are as much as 2.5 acres.
 246 • Will extend county water main from NC 343 through subdivision and for fire
 247 hydrants
 248 • Will provide the necessary drainage
 249 • Have submitted and received approvals on Erosion Control and Stormwater from
 250 NC DENR
 251 • Greg Johnson, the engineer for Camden County, has also reviewed the stormwater
 252 plan and given his blessing on it
 253

254 Dan Porter then went over the staff report / findings of facts as incorporated herein above
 255 and noted the following:

- 256 • Located on NC 343 between Seymour and Stevens Roads
 257 • Primarily surrounded on all 3 sides by woodlands
 258 ○ Mr. Robey noted that a small portion of the woodlands will be cleared in
 259 order to facilitate the drainage ways, 30 foot ditches
 260 • R-2 Zoning, allows a little less than one acre lots
 261 • Across the road on NC 343 is General Use District zoning
 262 • Approximately 1/2 of the property is in Flood Zone X (500 year flood), the other
 263 1/2 is in the AE Flood Zone (buildings must be built to one foot above base flood)
 264 • Technical Review Committee has reviewed application
 265 • Schools - will generate 7 to 8 students based on formula used by the County to
 266 assess school impacts
 267 • Will create slightly elevated traffic along NC 343
 268 • Buffer is the woodlands that surround property with the exception of the 2 lots
 269 that are at the front of the property and abut NC 343
 270

Attachment: Planning Board Minutes (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

CAMDEN COUNTY PLANNING BOARD

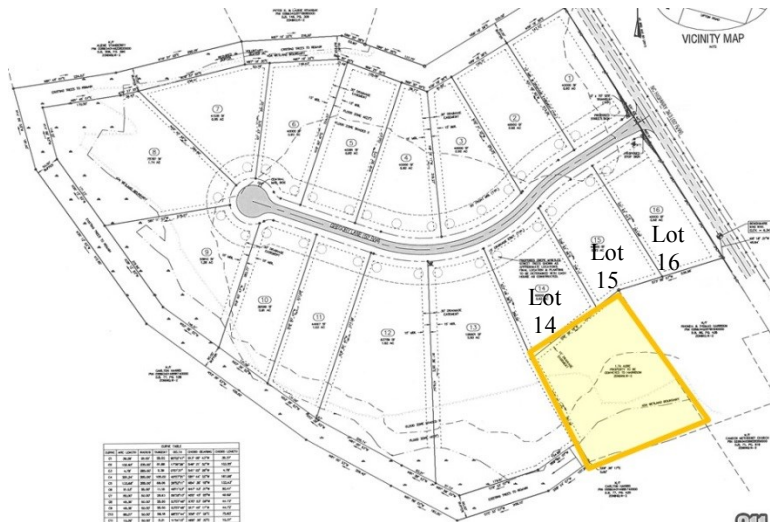
Regular Meeting – March 21, 2018

- 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.

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

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:



298
 299

Attachment: Planning Board Minutes (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

CAMDEN COUNTY PLANNING BOARD

Regular Meeting – March 21, 2018

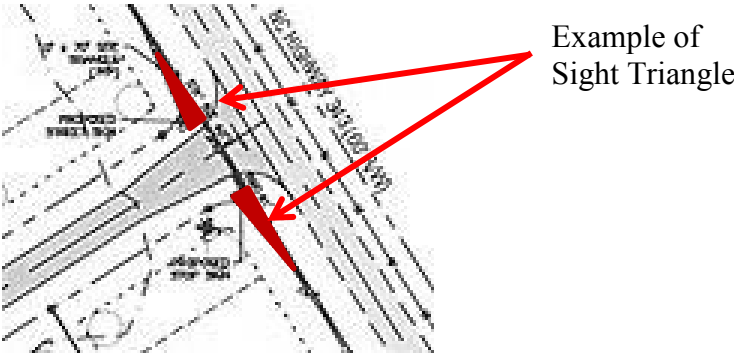
300 Cathleen Saunders questioned the lot size of lot 10, asking why it was slightly less than
301 40,000 sqft. Mr. Robey stated he could adjust the back lot lines either of lot 9 or lot 11 to
302 make lot 10 meet the 40,000 sqft. Mr. Robey noted that the front lot lines are required to
303 have 25 foot 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 (2059 : Public Hearing - UDO 2017-02-28 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 (2059 : Public Hearing - UDO 2017-02-28 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

388

389

390

391

392

393

394

395

396

397

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.

398

399

400

401

Cathleen Saunders asked if landscaping would help. Mr. Porter replied that it would be nice to have, but the County cannot require it.

402

403

404

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.

405

406

407

408

409

410

Chairman Calvin Leary asked Planning Director Dan Porter if the issue of a buffer would be something that adjacent property owners would have to take up with the developer. Mr. Porter replied yes it would.

411

412

413

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.

415

416

417

418

419

Mr. Bradshaw commented that the NC 343 corridor is a desirable area for development as is the town center / core village area of Camden.

420

421

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	RESULT:	PASSED [ROLL CALL VOTE]
428	MOVER:	Steven Bradshaw, Board Member
429	SECONDER:	Fletcher Harris, Board Member
430	AYES:	Leary, Harris, Delano, Bradshaw, Saunders
431	NAYS:	Albertson
432	ABSENT:	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	RESULT:	PASSED [UNANIMOUS]
444	MOVER:	Ray Albertson, Board Member
445	SECONDER:	Fletcher Harris, Board Member
446	AYES:	Leary, Harris, Delano, Albertson, Bradshaw, Saunders
447	ABSENT:	McCall

448 Meeting adjourned at 7:45 PM.

449

450

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

MOTION MADE BY:	
C. Riggs	_____
T. White	_____
G. Meiggs	_____
R. Krainiak	_____
R. Munro	_____
NO MOTION	_____
VOTE:	
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: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

**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.

Vicinity Map:



Attachment: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

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

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

ENVIRONMENTAL ASSESSMENT**Streams, Creeks, Major Ditches:****Distance & description of nearest outfall:** Pasquotank River is less than a mile from the site.**TECHNICAL REVIEW STAFF (SKETCH PLAN) COMMENTS**

1. **South Camden Water.** Approved.
2. **Albemarle Regional Health Department.** Approved.
3. **South Camden Fire Department.** Approved.
4. **Postmaster Elizabeth City.** No response. Did not attend TRC meeting.
5. **Army Corps of Engineer.** No response.

- 6. **Superintendent Camden County Schools.** No response.
- 7. **Superintendent/Transportation Director of Schools.** Approved at Sketch. Did not attend TRC meeting for Preliminary.
- 8. **Sheriff's Office.** Approved at Sketch. Did not attend TRC meeting.
- 9. **Camden Soil & Water Conservationist.** Approved.
- 10. **NCDOT.** No response. Did not attend TRC meeting.
- 11. **Parks & Recreation.** N/A.
- 12. **Mediacom.** No response. Did not attend TRC meeting.
- 13. **Albemarle EMC.** Need new street name for consideration.
- 14. **Century Link.** No response. Did not attend TRC meeting.
- 15. **Pasquotank EMS.** Approved.

PLANS CONSISTENCY

CAMA Land Use Plan Policies & Objectives:

Consistent Inconsistent

CAMA Plan has land identified as Medium Density Residential.

2035 Comprehensive Plan

Consistent Inconsistent

Comprehensive Plan as area designated as Rural Residential One Acre.

PLANS CONSISTENCY – cont.

Comprehensive Transportation Plan

Consistent Inconsistent

Access to property will be off Public Road that will run off South Highway 343.

Attachment: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

FINDINGS REGARDING ADDITIONAL REQUIREMENTS:

Yes No

Endangering the public health and safety?

Staffs opinion is that application does not appear to endanger the public health and safety.

Yes No

Injure the value of adjoining or abutting property.

Without any evidence to the contrary - staffs opinion is that application does not appear to injure the value of adjoining or abutting property.

Yes No

Harmony with the area in which it is located.

2035 Comprehensive Plan has land designated as Rural Residential and CAMA Future Land Use Maps land designated as Medium Density Residential. Property located within the Core Village of Courthouse Township.

EXCEED PUBLIC FACILITIES:

Yes No

Schools: Proposed development will generate 10 students (.67 per household X 16 households). High School over capacity: **2016/2017 capacity: 570 Enrollment: 607**

Yes No

Fire and rescue: Approved.

Yes No

Law Enforcement: Approved.

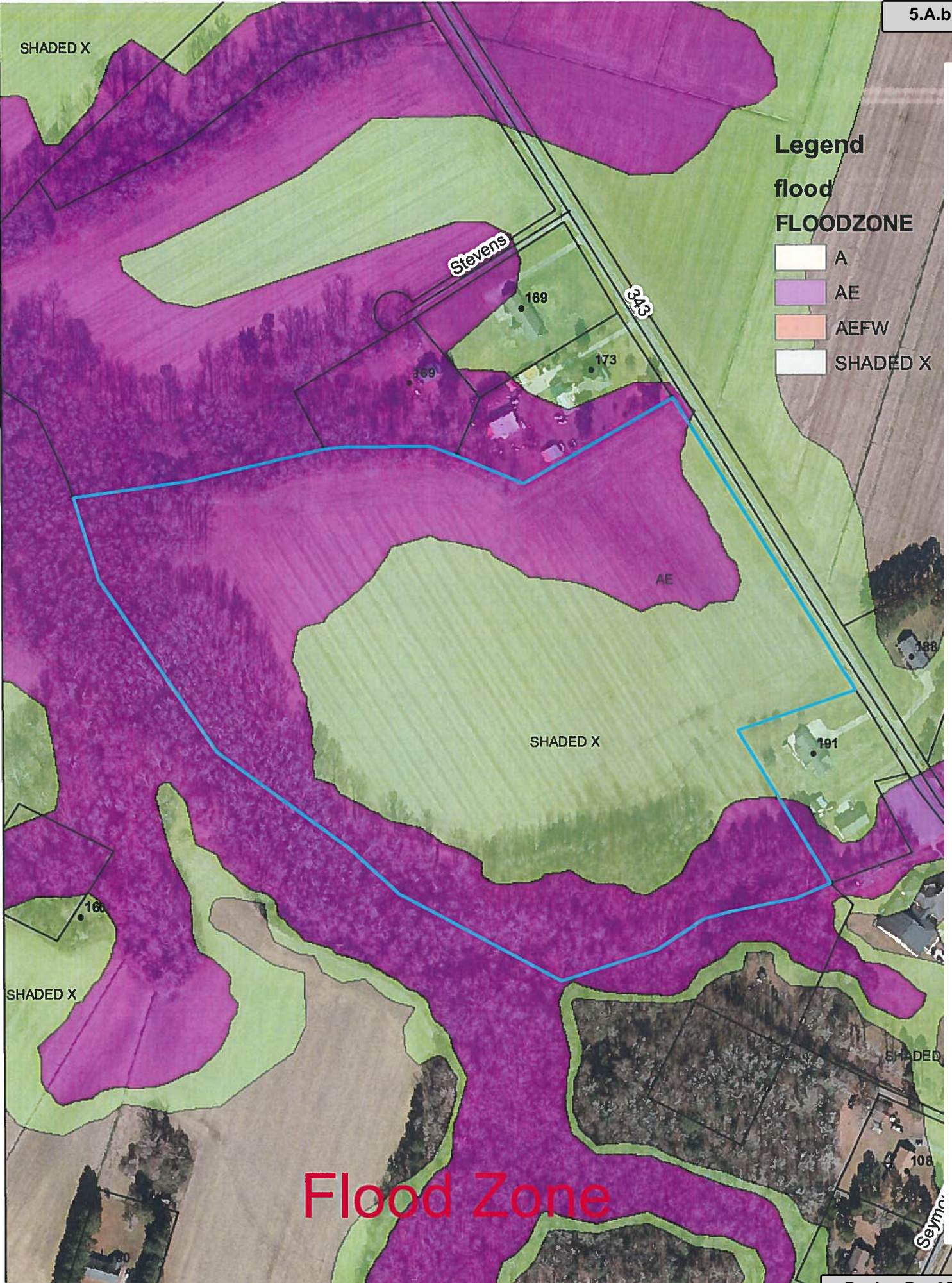
Attachment: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

PLANNING STAFF RECOMMENDATION:

Planning Staff recommends approval of this Special Use Permit for Preliminary Plat for The Fairfax Major Subdivision with the following conditions:

Planning Board met on March 21, 2018 and after discussion with staff and adjacent property owners recommended approval of the Special Use Permit for The Fairfax Major Subdivision with the following conditions on a 6-1 vote.

1. The applicant must strictly abide by all requirements of the Unified Development Ordinance of Camden County, North Carolina, and must also strictly comply with all other local, state, and federal ordinances, laws, rules and regulations as one or more ordinances, laws, rules and regulations may apply to this development.
2. The applicant shall complete the development strictly in accordance with the approved Preliminary Plat and specifications submitted to the Planning Office of Camden County, North Carolina, and contained in the file titled (UDO 2017-02-28).
3. Prior to approval of Final Plat property indicated on Preliminary Plat that is to be conveyed to Harrison shall be recorded along with deed with the Camden County Registry of Deeds.
4. All lots shall be crowned to where the dwelling is located to an elevation at or above the 100 year flood as indicated in the Construction drawings. These elevations shall be verified by a Surveyor or Engineer licensed to do business in North Carolina prior to final inspection for the dwelling.
5. Developer and or Home Owners Association shall provide Camden County certification by a licensed North Carolina Engineer of compliance with approved Drainage Plan for The Fairfax every five years starting from recording of Final Plat in the Camden County Registry of Deeds.
6. Home Owners Restrictive Covenants shall include the following information:
 - a. All requirements (to include Maintenance and allowable built upon area) listed under NCDENR Stormwater Permit No. SW7180206 dated March 6, 2018.
 - b. The re-certification to the County of the approved drainage plan every five years.
 - c. Maintenance of all open space and improvements throughout the subdivision.
7. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this approval in its entirety shall be void and have no effect.



Attachment: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

Legend

Zoning ZONE

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



Attachment: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)



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>AM</u>
Zoning District:	<u>R2</u>
Fee Paid \$	<u>3,200</u>
Please Do Not Write In This Box	

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.

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

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: [Signature]

Dated: 2/2/18

Flood Zone? X
 A
 AE
 AEFW

Located in Watershed Protection Area? Yes
 No

Taxes Paid? Yes
 No

Attachment: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

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

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
CAMDEN, NC 27921

Lot 11

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

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: 
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

Attachment: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)



Energy, Mineral
and Land Resources
ENVIRONMENTAL QUALITY

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

Attachment: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

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.

 Nothing Compares

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



Energy, Mineral
and Land Resources
ENVIRONMENTAL QUALITY

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: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

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 black ink that reads "C. Gregory Johnson". The signature is written in a cursive style.

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: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

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:

Name: ROGER MORGAN Signature: 

Attachment: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

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> 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

Attachment: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

BOARD OF COMMISSIONERS

CLAYTON D. RIGGS
Chairman

TOM WHITE
Vice Chairman

GARRY W. MEIGGS
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

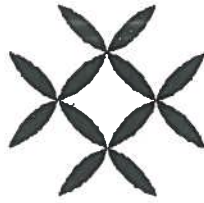
Attachment: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

BOARD OF COMMISSIONERS

CLAYTON D. RIGGS
Chairman

TOM WHITE
Vice Chairman

GARRY W. MEIGGS
RANDY KRAINIAK
ROSS MUNRO



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: [Signature]

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

Sincerely,
[Signature]

Dan Porter
Planning Director
Camden County

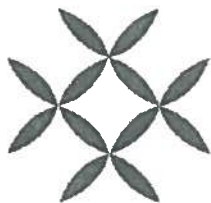
Attachment: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

BOARD OF COMMISSIONERS

CLAYTON D. RIGGS
Chairman

TOM WHITE
Vice Chairman

GARRY W. MEIGGS
RANDY KRAINIAK
ROSS MUNRO



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 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: [Signature]

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

Sincerely,
[Signature]

Dan Porter
Planning Director
Camden County

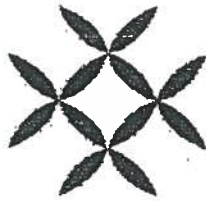
Attachment: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

BOARD OF COMMISSIONERS

CLAYTON D. RIGGS
Chairman

TOM WHITE
Vice Chairman

GARRY W. MEIGGS
RANDY KRAINIAK
ROSS MUNRO



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

Attachment: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

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; 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

Attachment: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)



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

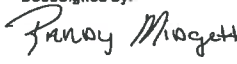
Subject: Encroachment to allow you to install a bored waterline extension under NC HWY 343 for The Fairfax Sudvision.

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

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

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.

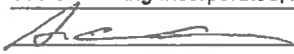
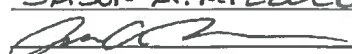
AGREEMENT

- 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: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

Policy On Street And Driveway Access to North Carolina Highways

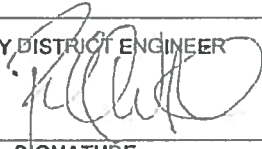
SIGNATURES OF APPLICANT

PROPERTY OWNER (APPLICANT)		WITNESS	
COMPANY	A & B Building Incorporated, Adam Maurice	NAME	JASON A. MIZELLE
SIGNATURE		SIGNATURE	
ADDRESS	141 Travis Boulevard Moyock, NC 27958 Phone No. 757-619-0746	ADDRESS	PO BOX 128 CAMDEN, NC 27921

AUTHORIZED AGENT		WITNESS	
COMPANY	_____	NAME	_____
SIGNATURE	_____	SIGNATURE	_____
ADDRESS	_____	ADDRESS	_____
	Phone No. _____		_____

APPROVALS

APPLICATION RECEIVED BY DISTRICT ENGINEER

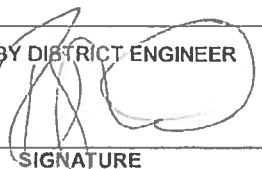


SIGNATURE DATE 3-2-16

APPLICATION APPROVED BY LOCAL GOVERNMENTAL AUTHORITY (when required)

SIGNATURE TITLE DATE

APPLICATION APPROVED BY DISTRICT ENGINEER



SIGNATURE DATE 3-2-16

INSPECTION BY NCDOT

SIGNATURE TITLE DATE

COMMENTS:

Use Additional Pages as necessary.

Attachment: Summary_Finding of Facts (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)

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 27TH DAY OF MARCH, 2018.

I, _____ PLS-_____ FURTHER CERTIFY,

A. THAT THIS IS OF A SURVEY THAT CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

CERTIFICATE OF APPROVAL

I HEREBY CERTIFY THAT ALL STREETS SHOWN ON THIS PLAT ARE WITHIN CAMDEN COUNTY, ALL STREETS AND OTHER IMPROVEMENTS SHOWN ON THIS PLAT HAVE BEEN INSTALLED OR COMPLETED OR GUARANTEED TO ACCORDING TO § 151.243 AND THAT THE SUBDIVISION SHOWN ON THIS PLAT IS IN ALL RESPECTS IN COMPLIANCE WITH THE CAMDEN COUNTY UNIFIED DEVELOPMENT AND, THEREFORE, THIS PLAT HAS BEEN APPROVED BY THE CAMDEN COUNTY PLANNING BOARD AND SIGNED BY THE CHAIRPERSON, BOARD OF COMMISSIONERS, SUBJECT TO ITS BEING RECORDED IN THE CAMDEN COUNTY REGISTRY WITHIN NINETY (90) DAYS OF THE DATE BELOW.

DATE CHAIRPERSON, BOARD OF COMMISSIONERS

CERTIFICATE OF OWNERSHIP AND DEDICATION

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY DESCRIBED HEREON, WHICH PROPERTY IS LOCATED WITHIN THE SUBDIVISION REGULATION JURISDICTION OF CAMDEN COUNTY. THAT I HEREBY FREELY ADOPT THIS PLAT OF SUBDIVISION AND DEDICATE TO PUBLIC USE ALL AREA SHOWN ON THIS PLAT AS STREETS, ALLEYS, WALKS, PARKS, OPEN SPACE AND EASEMENTS, EXCEPT THOSE SPECIFICALLY INDICATED AS PRIVATE AND THAT I WILL MAINTAIN ALL SUCH AREAS UNTIL THE OFFER OF DEDICATION IS ACCEPTED BY THE APPROPRIATE PUBLIC AUTHORITY. ALL PROPERTY SHOWN ON THIS PLAT AS DEDICATED FOR A PUBLIC USE SHALL BE DEEMED TO BE DEDICATED FOR ANY OTHER PUBLIC USE AUTHORIZED BY LAW WHEN SUCH USE IS APPROVED BY THE APPROPRIATE PUBLIC AUTHORITY IN THE PUBLIC INTEREST.

DATE OWNER

I, _____, A NOTARY PUBLIC OF _____ COUNTY,

NORTH CAROLINA, DO HEREBY CERTIFY THAT PERSONALLY APPEARED BEFORE ME THIS DATE AND ACKNOWLEDGED THE DUE EXECUTION OF THE FOREGOING CERTIFICATE.

WITNESS MY HAND AND OFFICIAL SEAL THIS ____ DAY OF _____, 2018.

MY COMMISSION EXPIRES NOTARY PUBLIC

DIVISION OF HIGHWAY DISTRICT ENGINEER CERTIFICATE FOR PUBLIC STREET

I HEREBY CERTIFY THAT THE PUBLIC STREETS SHOWN ON THIS PLAT ARE INTENDED FOR DEDICATION AND HAVE BEEN COMPLETED IN ACCORDANCE WITH AT LEAST THE MINIMUM SPECIFICATIONS AND STANDARDS OF THE NC DEPARTMENT OF TRANSPORTATION FOR ACCEPTANCE OF SUBDIVISION STREETS ON THE NC HIGHWAY SYSTEM FOR MAINTENANCE.

DATE DISTRICT ENGINEER

ENGINEER CERTIFICATION OF STORMWATER IMPROVEMENTS IN THE SUBDIVISION ENTITLED THE FAIRFAX

STORMWATER DRAINAGE IMPROVEMENTS HAVE BEEN INSTALLED (1) ACCORDING TO PLANS AND SPECIFICATIONS PREPARED BY EASTERN CAROLINA ENGINEERING, PC, OR (2) ACCORDING TO AS-BUILT PLANS SUBMITTED BY EASTERN CAROLINA ENGINEERING, PC AND APPROVED BY THE COUNTY. CAMDEN COUNTY ASSUMES NO RESPONSIBILITY FOR THE DESIGN, MAINTENANCE OR THE GUARANTEED PERFORMANCE OF THE STORMWATER DRAINAGE IMPROVEMENTS AND THEIR EFFECTS.

REGISTERED LAND SURVEYOR/CIVIL ENGINEER DATE

REGISTRATION NUMBER

HEALTH DEPARTMENT CERTIFICATE

THIS SUBDIVISION, ENTITLED THE FAIRFAX, HAS BEEN DESIGNED FOR THE CONSTRUCTION OF INDIVIDUAL SEWAGE SYSTEMS AND MEETS THE CRITERIA AND REQUIREMENTS OF THE DISTRICT HEALTH DEPARTMENT BASED ON EXISTING CONDITIONS AND REGULATIONS. THE DISTRICT HEALTH DEPARTMENT RESERVES THE RIGHT TO REQUIRE ADDITIONAL IMPROVEMENTS TO THESE PROPERTIES AND TO LIMIT THE NUMBER OF BEDROOMS AND SIZE OF STRUCTURE BASED ON SITE CONDITIONS UPON ISSUANCE OF THE FINAL SITE IMPROVEMENTS PERMITS. THIS CERTIFICATION DOES NOT CONSTITUTE A WARRANTY AND IS ISSUED BASED ON THIS SUBDIVISION BEING SERVICED.

DATE DISTRICT HEALTH DEPARTMENT

NC DOT COMPLIANCE WITH RULES AND REGULATIONS

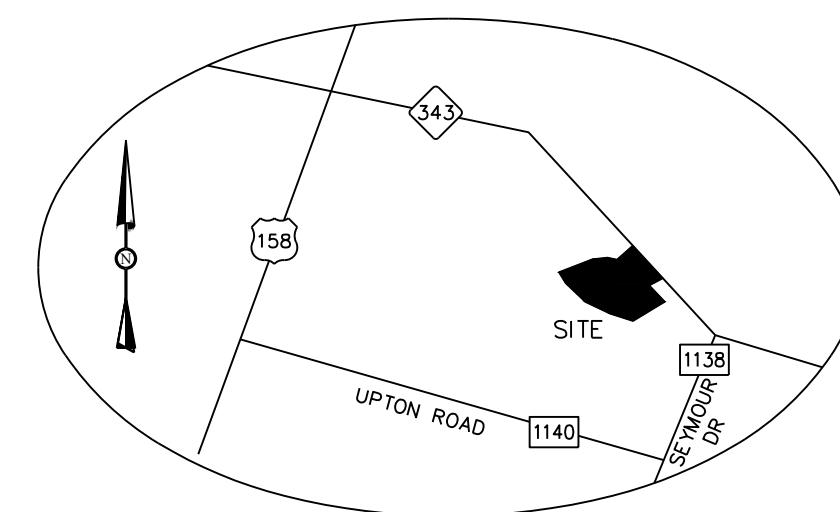
I HEREBY CERTIFY THAT THESE STREETS AS INSTALLED (OR AS DESIGNED AND GUARANTEED BY THE APPLICANT) ARE IN ACCORDANCE WITH THE MINIMUM DESIGN CRITERIA PRESENTLY REQUIRED BY THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS FOR ACCEPTANCE OF SUBDIVISION STREETS ON THE SYSTEM FOR MAINTENANCE.

DATE DISTRICT ENGINEER NC DEPARTMENT OF TRANSPORTATION DIVISION OF HIGHWAYS

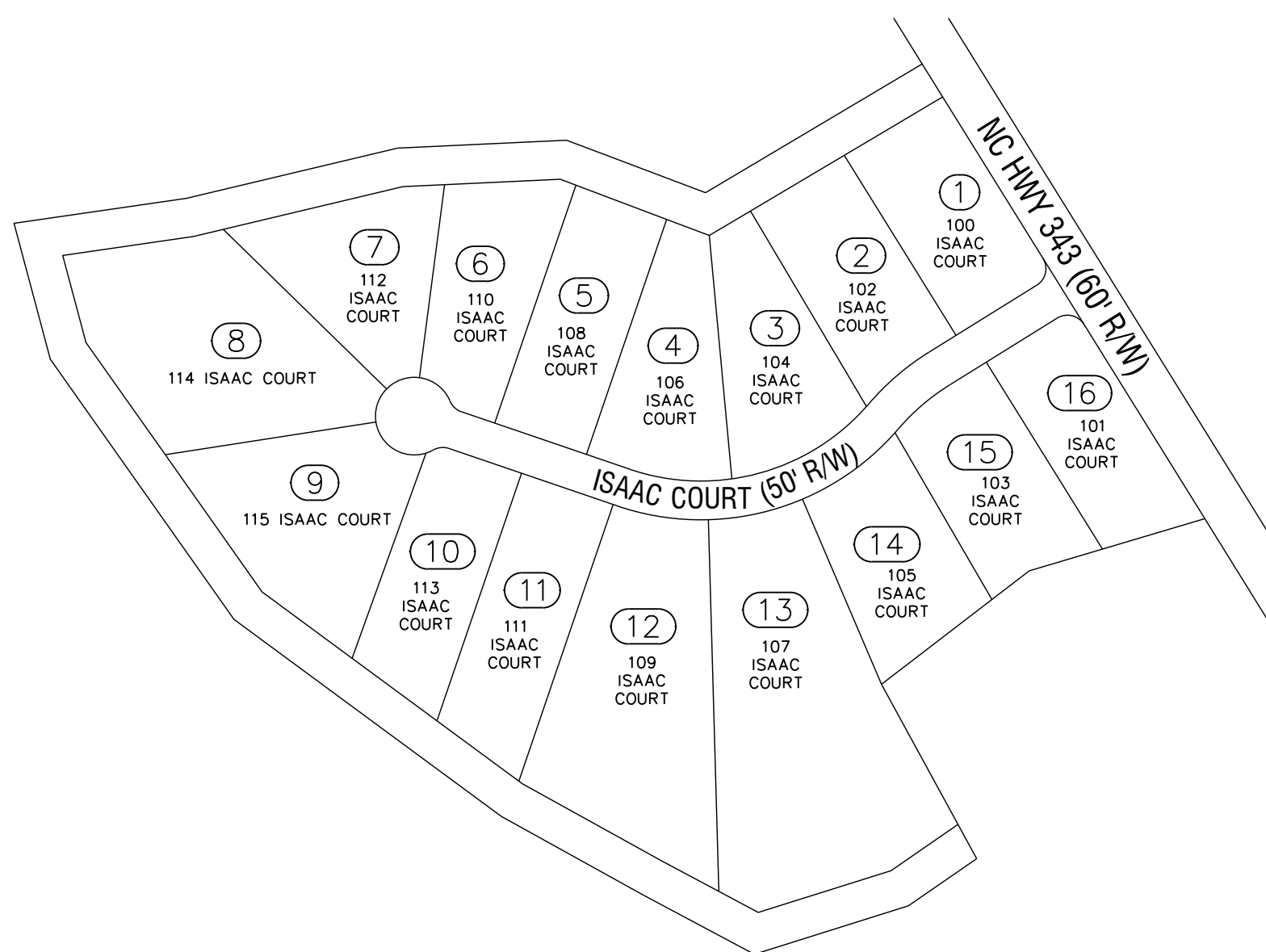
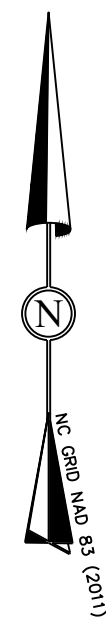
NORTH CAROLINA, CAMDEN COUNTY

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: 1,005,824 SF = 23.09 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: 23.09 AC x .05 = 1.16 AC
PROVIDED: 3.28 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
170001	PREL.		

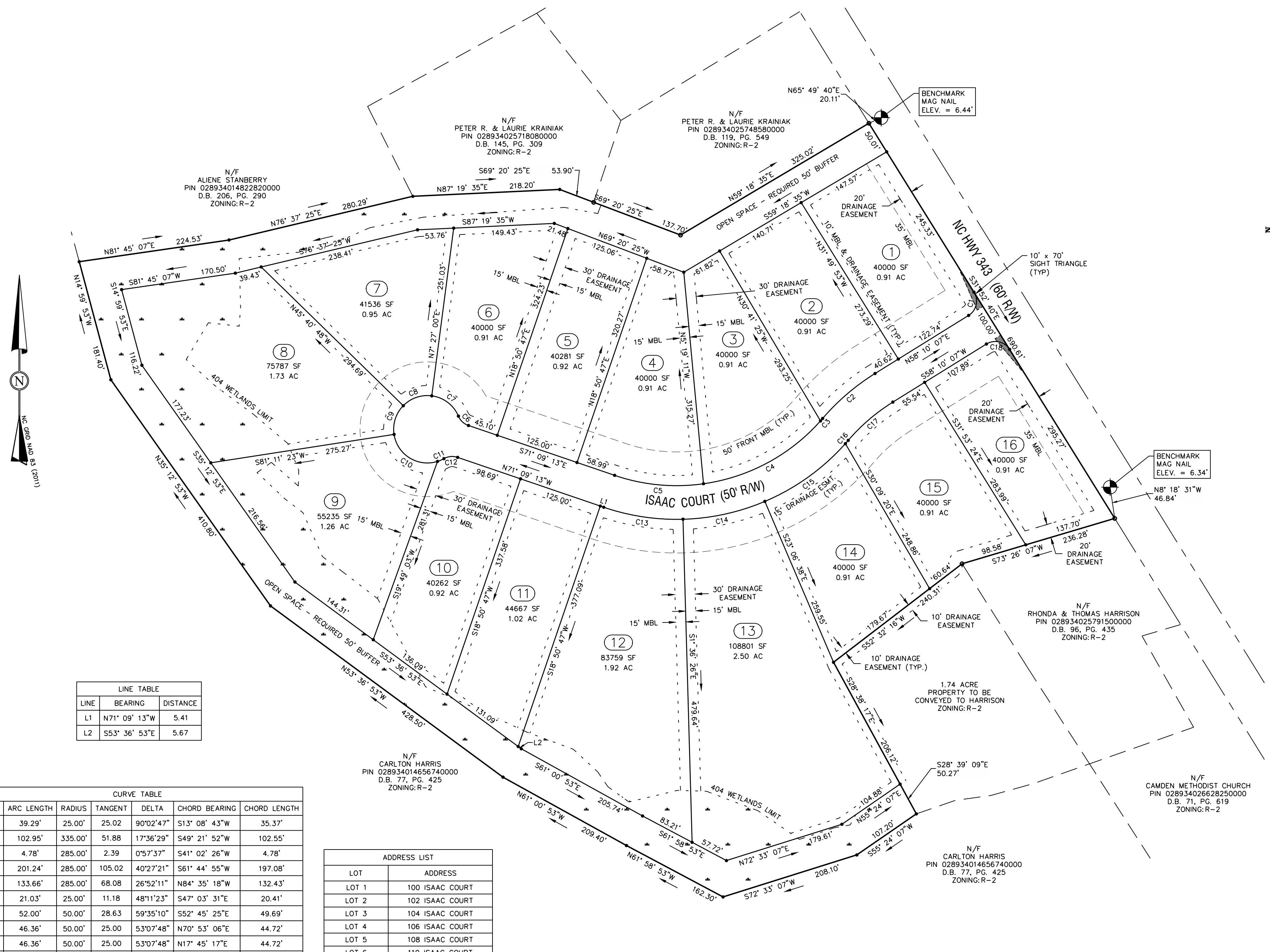
Project #: 170001
Drawing #: 170001 PREL.
Drawn: BLR
Checked: SCR
Approved: SCR
Date: 5/29/2018
Sheet #: 1/2
Scale: 1" = 200'

EASTERN CAROLINA ENGINEERING, PC
Engineering · Surveying · Construction Management
www.easterncarolinaengineering.com
Phone: 252-335-1888 Fax: 252-331-2390 License: C-4162
154 US Hwy 158 East, Camden, NC 27921

PRELIMINARY
 DO NOT USE FOR CONSTRUCTION
 SALES OR ACQUISITION

PRELIMINARY PLAT FOR THE FAIRFAX
 COURTHOUSE TOWNSHIP
 CAMDEN COUNTY, NORTH CAROLINA

Attachment: 170001 PRELIM 18X24 052918 (2059 : Public Hearing - UDO 2017-02-28 Fairfax Major Subdivision)



LINE TABLE

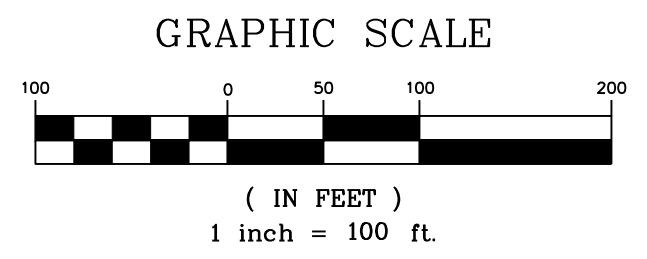
LINE	BEARING	DISTANCE
L1	N71° 09' 13"W	5.41
L2	S53° 36' 53"E	5.67

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	159.92'	335.00'	81.52	27°21'07"	S55° 19' 54"W	158.41'
C16	6.40'	335.00'	3.20	1°05'43"	S41° 06' 29"W	6.40'
C17	87.59'	285.00'	44.14	17°36'29"	S49° 21' 52"W	87.24'
C18	39.25'	25.00'	24.98	89°57'13"	S76° 51' 17"E	35.34'

ADDRESS LIST

LOT	ADDRESS
LOT 1	100 ISAAC COURT
LOT 2	102 ISAAC COURT
LOT 3	104 ISAAC COURT
LOT 4	106 ISAAC COURT
LOT 5	108 ISAAC COURT
LOT 6	110 ISAAC COURT
LOT 7	112 ISAAC COURT
LOT 8	114 ISAAC COURT
LOT 9	115 ISAAC COURT
LOT 10	113 ISAAC COURT
LOT 11	111 ISAAC COURT
LOT 12	109 ISAAC COURT
LOT 13	107 ISAAC COURT
LOT 14	105 ISAAC COURT
LOT 15	103 ISAAC COURT
LOT 16	101 ISAAC COURT



REVISIONS:

NUM.	DATE	DESCRIPTION
1		

Project #: **170001**
 Drawing #: 170001 PREL.
 Drawn: BLR
 Checked: SCR
 Approved: SCR
 Date: 5/29/2018
 Sheet #: 2/2
 Scale: 1" = 100'



CAMDENCOUNTY

new energy. new vision.

Board of Commissioners AGENDA ITEM SUMMARY SHEET

Public Hearings

Item Number: 5.B
Meeting Date: June 04, 2018

Submitted By: Charlie Bauman, Director
Camden Economic Development Commission
Prepared by: Karen Davis

Item Title **Camden Commerce Park Property Sale - Charlie Bauman**

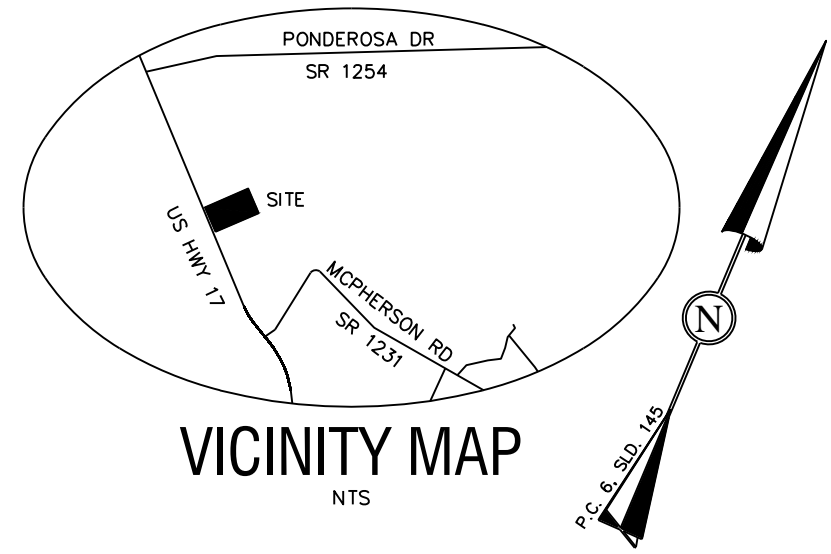
Attachments: ProjectRestoreSurvey (PDF)

Summary:

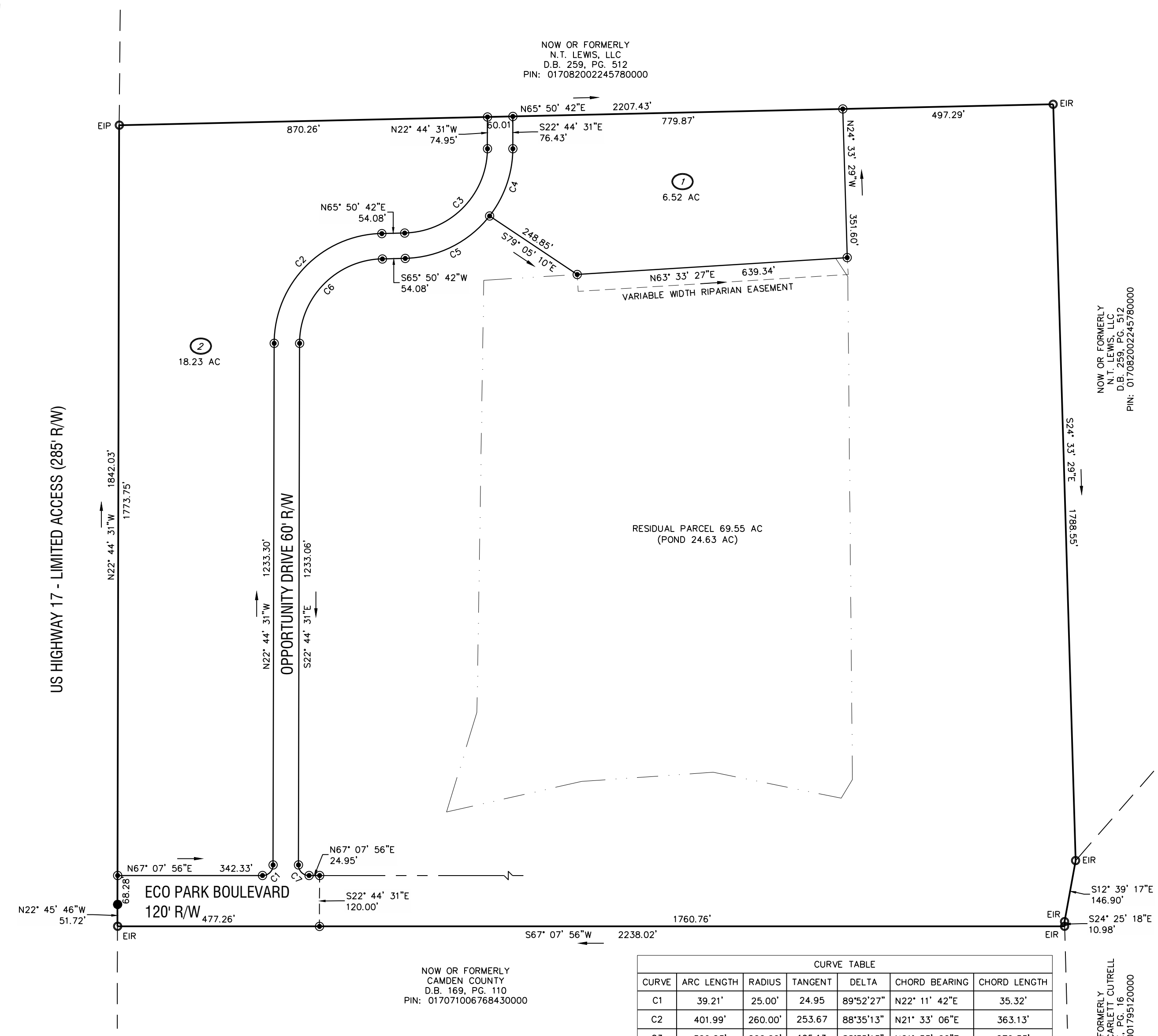
A public hearing will be held for the purpose of receiving public input regarding the fee simple sale of 6.52 acres of property located in the Camden Commerce Park, 2440 US 17 North, South Mills, NC 27976.

Recommendation:

Upon conclusion of public hearing, add item to the agenda.

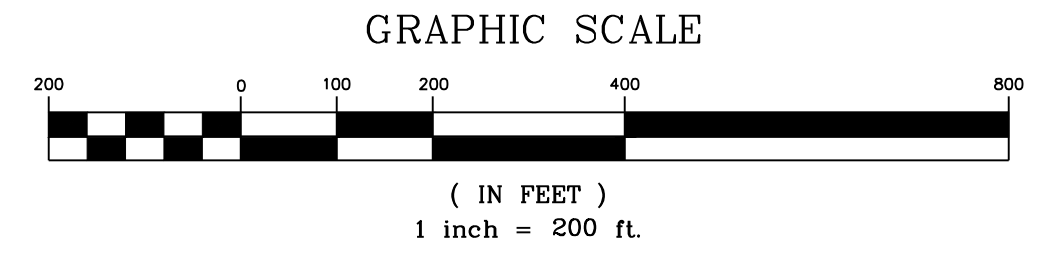


- NOTES:**
- PIN# 017071006989590000
 - AREA BEFORE SUBDIVISION: 98.51 AC
 AREA AFTER SUBDIVISION:
 LOT 1 5.00 AC
 LOT 2 18.23 AC
 R/W 4.21 AC (TO TIE LINE)
 RESIDUAL 71.07 AC
 (POND 24.63 AC)
 - PROPERTY ADDRESS: 2440 17 US N, CAMDEN, NC 27921
 - ZONING: RESIDENTIAL PUD
 - ALL DISTANCES SHOWN ARE GRID DISTANCES.
 - AREA COMPUTED BY USING COORDINATE METHOD.
 - THE PROPERTY IS LOCATED IN FLOOD ZONE "X" AS SHOWN ON FLOOD MAP PANELS #3721706000J AND 3721706200J DATED OCTOBER 5, 2004.
 - USE OF LAND WITHIN THE FLOODWAY OR FLOODPLAIN IS SUBSTANTIALLY RESTRICTED BY THE CAMDEN COUNTY CODE.
 - NO FILL MATERIAL SHALL BE PLACED TO RAISE EXISTING GROUND ELEVATION OUTSIDE THE BUILDING PAD.



PRELIMINARY
 DO NOT USE FOR CONSTRUCTION,
 SALES, OR RECORDATION.

CURVE TABLE						
CURVE	ARC LENGTH	RADIUS	TANGENT	DELTA	CHORD BEARING	CHORD LENGTH
C1	39.21'	25.00'	24.95	89°52'27"	N22° 11' 42"E	35.32'
C2	401.99'	260.00'	253.67	88°35'13"	N21° 33' 06"E	363.13'
C3	309.23'	200.00'	195.13	88°35'13"	N21° 33' 06"E	279.33'
C4	171.22'	260.00'	88.84	37°43'54"	S3° 52' 34"E	168.14'
C5	230.77'	260.00'	123.61	50°51'19"	S40° 25' 02"W	223.27'
C6	309.23'	200.00'	195.13	88°35'13"	S21° 33' 06"W	279.33'
C7	39.32'	25.00'	25.05	90°07'33"	S67° 48' 18"E	35.39'



LEGEND

- EIP EXISTING IRON PIPE
- EIR EXISTING IRON REBAR
- EXISTING CORNER
- CALCULATED POINT
- SET IRON REBAR
- PROPERTY LINE
- - - PROPERTY EXTENSION
- - - RIGHT OF WAY LINE
- - - PROPERTY TIE LINE
- - - EXISTING DITCH/POND

A.E.T. HYMAN SURVEYING, PC
 133 US Hwy 158 West, Suite E
 Camden, NC 27921 License C-4161
 (252) 338-2913 - (252) 338-5552 Fax

MINOR SUBDIVISION
 FOR
CAMDEN COUNTY ECO PARK
 SOUTH MILLS TOWNSHIP
 CAMDEN COUNTY, NORTH CAROLINA
 BEING TRACT 2, RECOMBINATION PLAT FOR COUNTY OF CAMDEN, P.C. 6. SLD. 145
 MAY 7, 2018

REVISIONS:
1

DRAWING #: 18-1285
 DRAWN: JHS
 CHECKED: ETH
 APPROVED: ETH
 DATE: 04-25-18
 SHEET #: 1 OF 1
 SCALE: 1" = 200'
 PROJECT #: 18-1285



CAMDENCOUNTY

new energy. new vision.

Board of Commissioners AGENDA ITEM SUMMARY SHEET

Public Hearings

Item Number: 5.C
Meeting Date: June 04, 2018
Submitted By: Stephanie Humphries, Finance Director
 Finance
 Prepared by: Stephanie Humphries

Item Title **Public Hearing on Proposed FY 18-19 Budget**

Attachments: FY 2018-19 Budget Message (PDF)
 18-19 schedule of board adjustments (PDF)
 2018-2019 WATER & SEWER FEE CHANGES (PDF)
 18-19 BUDGET ORDINANCE (DOC)
 FY 2018-2019 Schedule of Fees (PDF)

Summary: Public Hearing on FY 18-19 Budget

The annual budget process requires a public hearing to allow opportunity for public input on the next fiscal year's budget. The attached documents include a synopsis of the changes discussed during the budget work sessions conducted in May, as well as a copy of the proposed Budget Ordinance for adoption. The County Fee Schedule is also included to be adopted with the budget ordinance.

Recommendation:

After completion of hearing, add the 18-19 Budget Ordinance to the agenda. Approve attached 18-19 Budget Ordinance with Fee the Schedule



FY 2018-2019 Budget Message

May 11, 2018

To: The Camden County Board of Commissioners
 Clayton Riggs, Chairman
 Tom White, Vice Chairman
 Randy Krainiak, Commissioner
 Garry Meiggs, Commissioner
 Ross Munro, Commissioner

As Budget Officer, I submit to you this proposed annual operating budget for Camden County for Fiscal Year 2018-2019. This budget has been prepared in accordance with the provisions of General Statute 159-11, the Local Government Budget and Fiscal Control Act. Notice of this submission will be given to the news media and the public, and a public hearing will be scheduled at the Board of Commissioners monthly meeting on June 4th at 7:00 P.M. A copy of this proposed budget will be placed on file with the Clerk to the Board and will be available for public inspection during normal business hours within 10 days prior to the June 4th public hearing. A copy of this document is also available on Camden County's website. One of the critical purposes of this document is to encourage open dialogue, questions, and public deliberation as it relates to how citizen tax dollars can best be used to serve the community.

The FY 2018-2019 proposed budget was prepared in accordance with the North Carolina Local Government and Budget Fiscal Control Act. In addition, while developing the budget the following key activities were taken into consideration:

- Continue to minimize the financial impact of county operations on its citizens through mindful budgeting and frugal expenditures.
- Fund Capital goals as indicated in the Capital Improvement Plan.
- Maintain a reserve fund balance in accordance with the financial policies outlined and adopted in Resolution 2007-05-04.
- Continue to provide outstanding government services at all levels.

Revenues

The above goals for 2018-2019 were balanced with expected revenues with the intent of minimizing the use of the General Fund Balance to support operating expenses. Revenues are generally related to expected economic growth within the County and the State. There are positive economic indicators including low unemployment and strong consumer confidence but the effects are often slow to affect Camden County due to our rural composition with minimal commercial activity. State economic growth is expected to increase 2.9% over 2017. However, local economic growth is predicted at only 1.0%. While slight growth is predicted, lower than expected sales tax revenues during 2017 has created a budget cut for those revenue sources for 2018-2019. Property Tax values appear to be just above the 1% expected growth minimizing the impact of reduced sales tax collections on total revenues for the 2018-2019 budget creating relatively flat revenues. Without an increase in revenue, additional funds such as increased tax rates or use of fund balance will be needed to meet the increase in expenditures.

Below is a listing of the major General Fund projected revenues.

Ad Valorem Tax	\$6,815,181
Local Option Sales Tax (Art. 39)	\$585,000
Vehicle Tax	\$595,524
Franchise Tax	\$760,000
Medicaid Hold Harmless	\$450,000
Article 40 Tax	\$295,000
Article 42 Tax	\$185,000
Special Revenue Fund (CRF for Debt Payment)	\$199,025
From School Reserve Fund (Debt Payments, Capital Outlay)	\$873,121

Expenditures

Due to the expectation of flat revenues, it was important to minimize expenditure increases in the 2018-2019 budget. With a few exceptions, departments had few increases in expenditures. However, non-departmental expenditures are increasing. Non-departmental contributions such as School Funding, Emergency Medical Services (EMS), Emergency Management and Health Services are major appropriations. One significant increase during the last two budget cycles was an increase of \$600,000 in contributions to the School Operating Budget. Last fiscal year, a three cent tax increase was initiated bringing in half of the needed revenue for that expenditure; fund balance was used to balance the shortfall for the increase in school funding. Other increased appropriations include Forestry, Social Services and EMS. These increases in annual expenditures continue to be higher than increases in annual revenues for 2018-2019. Continuing to fund operational expenditures with fund balance will quickly have a detrimental effect on general fund balance.

The County’s fund balance should be carefully invested within our county to foster economic

Attachment: FY 2018-19 Budget Message (2063 : Public Hearing on Proposed FY 18-19 Budget)

growth and quality of life without burdening the taxpayers as available. While it is imperative to keep our responsible fiscal policies intact by supporting operational expenditures with operational revenues, we are in a position to use a portion of fund balances restricted for capital investment to address failing County buildings and critical infrastructure as well as community projects that are important to our citizens such as Community Parks and recreational projects. Funding Capital Improvement Plan projects is vital to the success of these goals.

Compared to the proposed FY 2017-2018 General Fund budget of \$12,638,283, the proposed FY 2018-2019 proposes \$12,566,599 which represents a decrease of \$71,684 through a reduction in debt payments. This reduction in debt payments is also reflected in an equal amount of reduced revenues since restricted revenues were used to make those payments. The 18-19 proposed general fund budget is balanced with \$553,724 in fund balance to finance County operational expenses. The 17-18 proposed general fund budget was balanced with \$367,941 in fund balance to finance County operational expenses. This increasing need to use fund balance to finance operational expenses illustrates a need to increase county property tax rates to assist with revenue generation.

Departmental Appropriations

Below is a list of some of the major Departmental expenditures proposed for FY 2018-2019.

Governing Body	\$111,647
County Administration	\$194,194
Elections	\$123,168
Finance Department	\$218,373
Personnel	\$73,432
Tax Department	\$452,883
Legal (including OLF)	\$20,000
Register of Deeds	\$240,877
Planning Department/Inspections	\$455,274
Public Works/Building & Grounds	\$457,965
Sheriff & SRO	\$1,838,995
Extension	\$143,000
Recreation	\$264,667
Senior Center	\$153,173
Solid Waste	\$684,267
Non-Departmental	\$207,300
Economic Development	\$124,288
Capital Outlay/Debt Service	\$1,102,147
Library	\$201,460
JCPC	\$62,288
Soil & Water Conservation	\$68,883

Attachment: FY 2018-19 Budget Message (2063 : Public Hearing on Proposed FY 18-19 Budget)

Special Appropriations

In the FY 2018-2019 proposed budget, Special Appropriations expenditures total \$5,097,695 or 40.6% of total General Fund expenses.

While we are required by contract to commit the funds budgeted for EMS, Emergency Management and Forestry, finance staff recommends funding the School Board equal to the amount appropriated in 2017-2018. The School System is anticipated to have a continuing ADM from 2017-2018 levels.

The list below highlights some of the major Special Appropriation proposed for FY 2018-2019.

School Current Expense	\$2,600,000
School Capital Outlay	\$295,000
Pasquotank/Camden EMS	\$529,973
Central Communications/Emergency Mgmt.	\$304,173
College of the Albemarle	\$45,000
Albemarle District Jail	\$337,015
Department of Social Services	\$346,308
CH & S Fire Commission	\$253,421
South Mills Fire Commission	\$168,152

Major Concerns

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

The County needs to remain focused on the area of economic development as a key to increasing revenues, expanding and diversifying the tax base, and making the wastewater system financially self-supporting. Significant progress and focus is needed on the HWY 158 corridor and the planned expansion of the water and wastewater system there to assist with increase sufficiency.

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

Additionally, in order to continue to move the South Camden Water and Sewer District to a financial position closer to that of a true enterprise fund and enhance its self-sufficiency, a dollar

Attachment: FY 2018-19 Budget Message (2063 : Public Hearing on Proposed FY 18-19 Budget)

increase in the monthly residential sewer rate and a two dollar increase in the monthly commercial sewer rates, as well as an increase in the tier rate structure for both water and sewer is proposed for 2018-2019. This option allows water users who use 2,000 gallons or less monthly in water to remain at the 2017-2018 rate. It is imperative to note that we are still significantly below the rates needed in sewer to create a self-sufficient system. We are hopeful that the new Wastewater Treatment Plant that is currently under construction will bring additional customers to moderate future rate increases.

In addition, during FY 2017-2018, the County contributed approximately \$295,000 to the School District for capital improvements and \$2,600,000 for operating expenses utilizing tax revenue and a significant contribution from fund balance. The proposed 2018-2019 budget continues to provide \$295,000 to the Board of Education for capital needs and \$2,600,000 for current operating expenses.

Other Major Program Goals

Community Park Trust Fund

The 2018-2019 CPTF budget includes funding for Park Maintenance Capital needs. Also included is funding for purchasing land in the South Mills Township for a Community Park in accordance with the goals of the 2018-2022 Capital Improvement Plan. The county will pursue grant funding for design/construction of the future community park once the land purchase of the identified location has been completed.

County Capital Reserve Fund

The money for this fund comes from the \$0.01 land transfer tax which is levied on all land sales. County appropriations also support this fund as it is a key function of county government to ensure resources for Capital expenditures. Due to outdated and failing County buildings, funds are included to continue planning for a new County Offices Building / Campus that would replace the current structures. These new buildings would combine the Administration, Tax, Planning, and Water/Sewer staff.

School Capital Reserve Fund

The School Capital Reserve Fund is currently funded by restricted sales tax. During 2017-2018 the County committed to supporting the school system's need for a new High School by submitting a joint application for \$15 million in grant funds. The grant request was only partially funded for \$2.7 million requiring a \$782,000 match. County Management is currently working with school officials to proceed toward being shovel ready in the hopes of obtaining additional grant funds in the 2018-2019 fiscal year. The cost of constructing a new High School will require debt financing and consideration should be given to the best possible route to bringing this project to fruition without undue burden on our taxpayers.

RECOMMENDATION

The total of recommended General Fund expenditures is \$12,566,559.

The projected revenues total \$12,012,835 for the General Fund at the present tax rate of \$.72.

In order to get to a balanced budget we can:

- Increase the tax rate 5.5 cents to make up the \$553,724
- Reduce general fund expenditures by \$553,724.
- Use \$553,724 from the County reserve fund balance.
- Combination of increasing the tax rate 3 cents per hundred to \$.75 and use \$250,000 reserve fund balance.

After receiving departmental requests, budget & finance worked to cut general fund requests requiring \$749,652 in fund balance to \$553,724. The only way to reduce expenditures further without reducing services is by removing the personnel requests (i.e. Part Time and School Resource Officer), cost of living increase, the limited capital improvements (i.e. VOIP, updated desktop computers, park mower, Deputy vehicle) and the equipment requests (i.e. Sr. Center exercise equipment). The reality is that it is not practical to keep putting off capital expenditures and expect services to remain at current levels of efficiency.

Using funds from our unallocated General Fund Reserve to balance the budget is a practice that the county has tried to avoid in the past but has had to rely on in recent years. Paying for current operating expenses from a savings account meant for emergencies and strategic capital expenditures is not a good financial practice, and I would highly recommend against it.

Therefore, I am recommending a tax rate increase of three cents, from \$.72 to \$.75 per \$100 of valuation. What this means is that for the average homeowner (the average house in Camden is valued at approximately \$212,000), the tax bill would increase approximately \$63 a year. Our preference is that any tax increase should be avoided when possible, but given the options that we have at our disposal, this is the most fiscally responsible path for us to follow. While it is tempting to compare our tax rates to other localities, every local government provides a slightly different set of services with sometimes significantly different sources of revenue and community characteristics. We believe that investing in our strengths through sound fiscal management is imperative for our continued sustainability.

FY 2018-2019 Budget Summary

The Management Team brought me a conservative set of budget requests that allowed for the continuation of excellent services that have been provided in the past. This budget also provides for limited capital improvements and equipment that are necessary to continue services in a manner that is effective and safe. Finally, this budget provides for a plan this year while keeping in mind the challenges we face in future years. Challenges such as the construction of a new administration campus, a new high school, and a waste water treatment facility are planned for in the next year and while funds for their construction are not specifically allocated we are still mindful of them while putting together this year's budget.

The strain on revenues and our desire to maintain our service level has made for very conservative budgets during the last several years, and our Management Team has once again done a great job keeping expenses down to all but the necessary in order to provide for a responsible and balanced budget. Again, I want to emphasize to you that Camden County is in good financial condition overall. Our fund balance in the General Fund continues to be healthy.

This budget reflects the intent of responsible use of taxpayer dollars by providing critical services and wisely investing the financial contributions of our citizens to become the best possible environment in which to work and live. I look forward to working with you to implement this budget and continue to serve the citizens of Camden County. As public officers, we have been given the task of protecting the rights, needs and desires of the constituents. The staff believes that this task has been achieved and respectfully submits to you the 2018-2019 Fiscal Year Budget.

Respectfully submitted,

Kenneth L. Bowman
Budget Officer/County Manager



FY 2018-2019 Budget

Schedule of Changes Per Budget Work Sessions

The Budget Officer's Proposed Budget has been accepted by Board of Commissioners with the following exceptions:

General Fund

<u>Dept.</u>	<u>Item</u>	<u>Submitted</u>	<u>Change</u>	<u>Proposed</u>	
105000	Budget for Bldg Maintenance	32,000	3,000	35,000	Increase/Requested
105000	Budget for Cont Services/Maint	650	3,350	4,000	Increase/Requested
105450	Budget for Emergency Generator	0	1,500	1,500	Increase/Requested
	Tax Increase (rate includes Fire Tax)	.72	(315,493)	.75	Increase/.03 BOC
104000	Fund Balance Appropriated	553,724	(307,643)	246,081	Decrease/BOC

Other Funds

<u>Fund</u>	<u>Item</u>	<u>Submitted</u>	<u>Change</u>	<u>Proposed</u>	
CPT	Remove Parking Lot Upgrades	8,500	(8,500)	0	Decrease/BOC
SCRF	Remove Partial Grant Match	380,000	(380,000)	0	Decrease/BOC
DSGS	State Tax/Adjust other Lines	1,710	0	1,710	Correction
GF/DSS	Revenue Adjustments	24,850	0	24,850	Correction
RDT	Expense/Fund Balance Adjustment	10,525	(5,500)	5,025	Correction
CRF/CIP	County Complex Planning	350,000	0	350,000	No Change
CRF/CIP	SM Community Park/Land Purchase	100,000	0	100,000	No Change

GF: General Fund
 CPT: Community Park Trust
 SCRF: School Capital Reserve
 DSGS: Dismal Swamp Gift Shop
 CIP: Capital Improvement Plan

SOUTH CAMDEN WATER & SEWER DISTRICT

**2018-2019 PROPOSED
WATER & SEWER FEE CHANGES**

WATER RATES

MONTHLY BASE RATE:

No Change

ADDITIONAL MONTHLY USAGE:

<u>Gallons</u>	<u>Cost</u>	
2001-5000 gal.	\$5.50 per 1,000 gal	<u>No Change</u>
5001-10,000	\$6.20 per 1,000 gal	<u>Increased .20</u>
10,001-15,000	\$6.90 per 1,000 gal	<u>Increased .30</u>
15,001-20,000	\$7.60 per 1,000 gal	<u>Increased .40</u>
20,001 and up	\$8.30 per 1,000 gal	<u>Increased .50</u>
Bulk Water (except contracted sales)	\$6.91 per 1,000 gal	<u>Increased .27</u>

SEWER RATES

MONTHLY BASE RATE:

Residential*	\$29.00; 0 – 2,000 gallons	<u>Increased \$1</u>
Commercial	\$40.00; 0 – 2,000 gallons	<u>Increased \$2</u>

NEW USAGE TIER RATE STRUCTURE

MATCHES WATER USAGE TIERS & CREATES COMMERCIAL TIERS

ADDITIONAL MONTHLY USAGE:

	<u>RESIDENTIAL</u>	<u>COMMERCIAL</u>
2001-5000 gal.	\$7.50 per 1,000 gal	\$8.50 per 1,000 gal
5001-10,000	\$8.20 per 1,000 gal	\$9.20 per 1,000 gal
10,001-15,000	\$8.90 per 1,000 gal	\$9.90 per 1,000 gal
15,001-20,000	\$9.60 per 1,000 gal	\$10.60 per 1,000 gal
20,001 and up	\$10.30 per 1,000 gal	\$11.30 per 1,000 gal

Additional Changes

GOVERNMENTAL & SCHOOLS:

Will be charged 2 times Commercial Rate for Base Fee & Additional Usage

Attachment: 2018-2019 WATER & SEWER FEE CHANGES (2063 : Public Hearing on Proposed FY 18-19 Budget)

**Ordinance No. 2018-06-01
AN ORDINANCE OF
THE BOARD OF COUNTY COMMISSIONERS OF
CAMDEN COUNTY, NORTH CAROLINA,
RELATING TO THE FY 2018 – 2019 BUDGET**

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF CAMDEN COUNTY, NORTH CAROLINA:

ARTICLE I. BUDGET ORDINANCE

This Budget Ordinance per G.S. 159-13 hereby incorporates, in its entirety, this Budget for the County of Camden for FY 2018-2019, adopted by the Board of Commissioners on June 4, 2018. Said Ordinance may hereafter be referred to as the “Budget Ordinance”. The levy of the county-wide Tax Rate(s) and Fees affecting any and all county managed Funds will accompany and be adopted simultaneously with this Budget Ordinance unless amended per G.S. 159-15.

ARTICLE II. GENERAL FUND

SECTION 1 – Appropriations: The following amounts are hereby appropriated in the General Fund for the operation of county government and its activities for the fiscal year beginning July 1, 2018 and ending June 30, 2019 in accordance with the Budget Ordinance and the chart of accounts heretofore established for this county.

Governing Body.....	\$111,647
County Administration.....	194,194
Elections.....	123,168
Finance.....	218,373
Personnel.....	73,432
Tax Supervisor.....	452,883
Legals.....	40,000
Register of Deeds.....	240,877
Planning.....	279,291
Inspections.....	175,983
Economic Development Commission.....	124,288
Building & Grounds.....	347,070
Sheriff.....	1,702,046
School Resource Officer (SRO).....	136,949
Court Facilities.....	27,529
Public Works Administration.....	118,745
Fleet Vehicles.....	26,760
Traffic.....	2,060
Solid Waste.....	684,267
Public Health.....	120,683
Extension.....	143,000
County Public Library.....	201,460
Parks & Recreation.....	264,666

Attachment: 18-19 BUDGET ORDINANCE (2063 : Public Hearing on Proposed FY 18-19 Budget)

DDJP (JCPC)	62,288
Senior Center	153,173
Post-Employment Benefits	33,552
Non-Departmental.....	207,300
Soil/Water Conservation.....	68,883
Capital Outlay/Debt Service	1,102,147
Special Appropriations:	
Albemarle Commission	7,201
EMS	529,973
Conservation/Forestry.....	60,733
RC&D	750
Central Communications	274,519
Emergency Management	29,654
S. Camden Water & Sewer	89,665
MLK Funding	300
Special Funding	1,000
CH&S Fire Commission Four Cents	253,421
South Mills Fire Commission Four Cents	168,152
Social Services	346,308
Schools – Contribution to Capital Reserve.....	295,000
Schools – Current Expense	2,600,000
Albemarle Hopeline	2,000
College of the Albemarle	45,000
Camden Food Pantry.....	2,000
Albemarle Food Bank	2,000
Alb. Dist. Jail Operations.....	337,015
4-H Insurance.....	53,004
Contingency	40,000

TOTAL GENERAL FUND **\$12,574,409**

SECTION 2 – Revenues: It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Ad Valorem and Vehicle Taxes:	
Budget Year	\$7,726,198
Prior Years Summary.....	355,950
Penalties and Interest	60,000
House Bill 1779	50
Other Taxes and Licenses:	
State 1 cent Sales Tax	585,000
Local Sales Tax - Art. 40	295,000
Local Sales Tax - Art. 42	185,000
Unrestricted Intergovernmental:	
ABC Profits.....	36,000
Refuge Revenue Sharing.....	8,500
Beer and Wine Tax	46,000

Attachment: 18-19 BUDGET ORDINANCE (2063 : Public Hearing on Proposed FY 18-19 Budget)

Utilities Franchise Fees.....	690,000
Medicaid Hold Harmless	450,000
Restricted Intergovernmental:	
State Grants – JJDP.....	51,907
Soil/Water Funds	3,600
Capital Reserve & Transfer Tax for Capital Debt Service	199,025
Court Facilities Fees	21,000
Alb. Comm. Nutrition Site.....	6,840
School Resource Officer	37,838
School Capital Reserve Fund for School Debt Service	873,121
Senior Center Grants.....	7,388
Senior Center State Grants.....	1,000
Health & Wellness Grant	2,350
Fees and Permits:	
Register of Deeds Fees.....	150,500
Building Permits and Planning Fees	149,150
Land Use Fees	20,000
Leased Property	20,000
Tire Disposal Dist	20,000
White Goods Disposal Dist.....	4,500
Recyclables	6,000
Disposables Tax Distribution.....	5,000
Electronics Management.....	800
Cable Franchise Fee.....	70,000
Gun Permit Fees.....	15,000
Golf Cart Fees	200
Pet/Privilege Licenses	250
5 Cents Per Bottle Fees	3,600
Extension Fees	10,000
Library Fees	4,900
Recreation Fees.....	18,600
Senior Center Participation Fees.....	5,000
Sales and Services:	
Jail Fees.....	3,000
Sheriff’s Officer Fees.....	20,000
Sale of Fixed Assets.....	4,500
LESO Sheriff’s Equipment Disposal	30,000
Fines & Forfeitures	60,000
911 Fees for GIS	3,900
Other:	
Sheriff’s Department Grants & Donations	2,700
Interest.....	46,000
Miscellaneous	11,660
Fund Balance Committed	1,301
Appropriated Fund Balance	246,081

TOTAL GENERAL FUND **\$12,574,409**

Attachment: 18-19 BUDGET ORDINANCE (2063 : Public Hearing on Proposed FY 18-19 Budget)

ARTICLE III. SOUTH CAMDEN WATER/SEWER DISTRICT FUND

The following amounts are hereby appropriated in the South Camden Water/Sewer District Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

R/O Plant Operation Expenses.....	482,826
Waste Water Operation Expenses.....	239,665
Distribution Expenses	397,401
Debt Service.....	<u>481,609</u>
	\$1,601,501

It is estimated that the following revenues will be available in the South Camden Water/Sewer District Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Sale of Water.....	1,040,000
Sewer Fees	140,000
Connection Fees.....	45,000
Miscellaneous	45,600
Fund Balance Appropriated	17,785
Capital Reserve Fund.....	223,451
General Fund Contribution	<u>89,665</u>
	\$1,601,501

ARTICLE IV. WATER/SEWER CAPITAL RESERVE FUND

The following amounts are hereby appropriated in the System Development Fee Capital Reserve Fund for the purpose of collecting funds from new construction projects which will have an impact on the infrastructure of Camden County and establishing Membrane Reserve for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Fund Balance Reserve.....	51,750
Membrane Reserve	20,250
R/O Upgrade	<u>19,800</u>
	\$91,800

It is estimated that the following revenues will be available in the System Development Fee Capital Reserve Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

System Development Fees.....	50,750
Membrane Reserve Contribution.....	20,250
Interest.....	1,000
Fund Balance Appropriated	<u>19,800</u>
	\$91,800

Attachment: 18-19 BUDGET ORDINANCE (2063 : Public Hearing on Proposed FY 18-19 Budget)

ARTICLE V. WATER/SEWER PROJECT FUND

The following amounts are hereby appropriated in the Water/Sewer Project Fund for the purpose of water/sewer infrastructure projects for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Project Expenditures	4,554,770
Debt Service.....	<u>203,651</u>
	\$4,758,421

It is estimated that the following revenues will be available in the Water/Sewer Project Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Fund Balance Appropriated	3,204,971
Golden LEAF Grant.....	200,000
Economic Development Administration	<u>1,353,450</u>
	\$4,758,421

ARTICLE VI. COURTHOUSE & SHILOH FIRE COMMISSION FUND

The following amounts are hereby appropriated in the Courthouse and Shiloh Fire Commission Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

General Expenses.....	209,662
Debt Service.....	<u>117,614</u>
	\$327,276

It is estimated that the following revenues will be available in the Courthouse and Shiloh Fire Commission Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Fire Tax.....	63,355
4 Cent County Match.....	253,421
Leased Property	9,000
Interest Earnings	<u>1,500</u>
	\$327,276

ARTICLE VII. SOUTH MILLS FIRE COMMISSION FUND

The following amounts are hereby appropriated in the South Mills Fire Commission Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

General Expenses.....	137,370
Debt Service.....	<u>99,820</u>
	\$237,190

Attachment: 18-19 BUDGET ORDINANCE (2063 : Public Hearing on Proposed FY 18-19 Budget)

It is estimated that the following revenues will be available in the South Mills Fire Commission Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Fire Tax.....	42,038
4 Cent County Match.....	168,152
Interest.....	2,000
Grant	<u>25,000</u>
	\$237,190

ARTICLE VIII. SOCIAL SERVICES

The following amounts are hereby appropriated in the Social Services Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Public Assistance	335,605
Administrative Expenses	<u>1,029,231</u>
	\$1,364,836

It is estimated that the following revenues will be available in the Social Services Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

County Appropriations.....	346,308
State/Federal Funds.....	<u>1,018,528</u>
	\$1,364,836

ARTICLE IX. JOYCE CREEK DRAINAGE PROJECT FUND

The following amounts are hereby appropriated in the Joyce Creek Drainage Project Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Watershed Projects & Expenses	\$42,835
-------------------------------------	----------

It is estimated that the following revenues will be available in the Joyce Creek Drainage Project Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Watershed Improvement Fee	41,835
Miscellaneous	<u>1,000</u>
	\$42,835

ARTICLE X. REVALUATION RESERVE FUND

The following amounts are hereby appropriated in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Reserved for Revaluation Expenses.....	\$255,000
--	-----------

Attachment: 18-19 BUDGET ORDINANCE (2063 : Public Hearing on Proposed FY 18-19 Budget)

It is estimated that the following revenues will be available in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Fund Balance Appropriated	253,000
Interest.....	<u>2,000</u>
	\$255,000

ARTICLE XI. CAPITAL RESERVE FUND

The following amounts are hereby appropriated in the Capital Reserve Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Debt Service.....	199,025
Capital Projects	504,500
USDA Debt Reserve	<u>540,300</u>
	\$1,243,825

It is estimated that the following revenues will be available in the Capital Reserve Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Land Transfer Tax Collections	450,000
Investment Earnings.....	15,000
County Contribution	325,000
Fund Balance Appropriated	<u>453,825</u>
	\$1,243,825

ARTICLE XII. SCHOOL CAPITAL RESERVE FUND

The following amounts are hereby appropriated in the School Capital Reserve Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Debt Service.....	578,122
School Capital Outlay	295,000
Fund Reserves	99,878
Camden Plantation Funds for Capital Outlay	<u>150,000</u>
	\$1,123,000

It is estimated that the following revenues will be available in the School Capital Reserve Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Local Option & Restricted Sales Tax	970,000
Investment Earnings.....	3,000
Camden Plantation	<u>150,000</u>
	\$1,123,000

Attachment: 18-19 BUDGET ORDINANCE (2063 : Public Hearing on Proposed FY 18-19 Budget)

ARTICLE XIII. DISMAL SWAMP VISITOR CENTER FUND

The following amounts are hereby appropriated in the Dismal Swamp Visitor Center Fund for the purpose of operating the Center with funds received from NCDOT for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Center Operating Expenses.....	\$161,882
DOT Funds.....	142,857
Gift Shop Contribution	8,475
Miscellaneous	50
Tourism Authority Contribution.....	<u>10,500</u>
	\$161,882

The following amounts are hereby appropriated in the Dismal Swamp Gift Shop Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Gift Shop Revenues	\$31,375
Gift Shop Expenses.....	\$31,375

ARTICLE XIV. FEREBEE COURTHOUSE TRUST FUND

For purposes of summary only, the following amounts are hereby appropriated in the Nancy M. & H. C. Ferebee, III Courthouse Trust for the restoration of the 1847 Camden County Courthouse for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Fund Reserves.....	\$1,530
Trust Fund Balance.....	\$1,530

ARTICLE XV. COMMUNITY PARK TRUST FUND

The following amounts are hereby appropriated in the Community Park Trust Fund for the upkeep and maintenance of the Community Park, Senior Trail, Dismal Swamp Bike Trail, Shiloh Landing and One Mill Park for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Park Operations.....	44,778
Mill Town Pier.....	<u>35,000</u>
	\$79,778

Attachment: 18-19 BUDGET ORDINANCE (2063 : Public Hearing on Proposed FY 18-19 Budget)

It is estimate that the following revenues will be available in the Community Park Trust Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

County Contribution	\$54,500
Interest.....	500
Fund Balance Appropriated	<u>24,778</u>
	\$79,778

ARTICLE XVI. REGISTER OF DEEDS AUTOMATION ENHANCEMENT AND PRESERVATION FUND

The following amounts are hereby appropriated in the Register of Deeds Automation Enhancement and Preservation Fund for the purpose of funding for computer and imaging technology for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Technology	\$5,025
Register of Deeds Technology Funds	5,000
Interest.....	<u>25</u>
	\$5,025

ARTICLE XVII. CODE ENFORCEMENT REVOLVING FUND

The following amounts are hereby appropriated in the Code Enforcement Revolving Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Demolition Expenses	\$15,000
Fee Collection	5,000
Fund Balance Appropriated	<u>10,000</u>
	\$15,000

ARTICLE XVIII. STORMWATER MANAGEMENT UTILITY FUNDS

At the May 5, 2014 Board of Commissioners meeting Ordinance No. 2014-05-01 was approved. This Ordinance established the South Mills Watershed, the Sawyer’s Creek Watershed, the North River Watershed and the Shiloh Watershed and the parcel fee rates relating to each watershed. Any changes to the fee schedule will be adopted simultaneously with this budget ordinance. The billing and collection will be in the same manner as property taxes.

The following amounts are hereby appropriated for funding the programs designed to protect and manage water quality and quantity in the **South Mills Watershed Fund** (Fund 36) for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Watershed Expenses & Reserve	\$51,125
------------------------------------	----------

Attachment: 18-19 BUDGET ORDINANCE (2063 : Public Hearing on Proposed FY 18-19 Budget)

Estimated Revenue.....\$51,125

The following amounts are hereby appropriated for funding the programs designed to protect and manage water quality and quantity in the **Sawyer’s Creek Watershed Fund** (Fund 37) for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Watershed Expenses & Reserve\$20,050

Estimated Revenue.....\$20,050

The following amounts are hereby appropriated for funding the programs designed to protect and manage water quality and quantity in the **North River Watershed Fund** (Fund 38) for the fiscal year July 1, 2018 and ending June 30, 2019.

Watershed Expenses\$18,050

Estimated Interest & Fees Collected.....\$18,050

The following estimated revenues will be available for funding the programs designed to protect and manage water quality and quantity in the **Shiloh Watershed Fund** (Fund 39) for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Watershed Expenses\$20,050

Estimated Interest & Fees Collected.....\$20,050

ARTICLE XIX. TOURISM DEVELOPMENT AUTHORITY

The following amounts are hereby appropriated in the Tourism Development Authority budget for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

General Expenses..... 31,000
Dismal Swamp Visitor Center 10,500
\$41,500

Donations 1,000
Occupancy Tax Collections 30,000
Interest Earnings 500
Appropriated Fund Balance 10,000
\$41,500

ARTICLE XX. TAX PENALTIES SCHOOL FUND

The following amounts are hereby appropriated in the Tax Penalties School Fund budget for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

School Current Expense.....\$8,100

Attachment: 18-19 BUDGET ORDINANCE (2063 : Public Hearing on Proposed FY 18-19 Budget)

It is estimate that the following revenues will be available in the Tax Penalties School Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Tax Penalties	5,000
Interest on Investments	100
Fund Balance Appropriated	<u>3,000</u>
	\$8,100

ARTICLE XXI. EDC PROJECT FUND

The following amounts are hereby appropriated in the EDC Project Fund for the purpose of developing the ECO Industrial Park in South Mills for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Economic Dev Incentive	<u>40,000</u>
	\$40,000
Interest earned	500
Fund Balance Appropriated	<u>39,500</u>
	\$40,000

ARTICLE XXII. SCHOOL APPROPRIATIONS

SECTION 1 – The appropriations to the Board of Education, first, shall be made from any such funds which are dedicated to the use of the schools, and secondly, shall be made from the general county fund revenues to the extent necessary to meet the approved appropriation.

SECTION 2 – For purposes of summary only as the actual figures are contained in the Budget Ordinance, the total appropriation for Current Expense is \$2,600,000 and for Capital Expense is \$295,000.

SECTION 3 – Except as otherwise provided in this Budget Ordinance, this Budget Ordinance hereby incorporates by reference in its entirety the “PROPOSED BUDGET OF THE CAMDEN COUNTY BOARD OF EDUCATION FOR THE FISCAL YEAR BEGINNING JULY 1, 2018 and ENDING JUNE 30, 2019” as presented to the Board of Commissioners, and all language in said Proposed Budget is incorporated into this Ordinance as if it were included within the body of this Ordinance. Said Proposed Budget may hereafter be referred to as the “School Budget”. The county budget does not include any special appropriation for the supplement for teachers’ salaries. This will have to be included in the school budget.

ARTICLE XXIII. TAX LEVY

SECTION 1 – There is hereby levied at the rate of sixty-seven cents (70 cents) per One Hundred Dollar (\$100) valuation of property listed for taxes as of January 1, 2018, for the purpose of raising the revenue listed in the General Fund, Article II., Section 2, of this Ordinance.

Attachment: 18-19 BUDGET ORDINANCE (2063 : Public Hearing on Proposed FY 18-19 Budget)

SECTION 2 – There is hereby levied at the rate of four cents (4 cents) per One Hundred Dollar (\$100) valuation of property listed for taxes as of January 1, 2018, for the purpose of raising the revenue listed in the General Fund, Article II., Section 2, of this Ordinance to equal the expenditures listed as CH&S Fire Commission Four Cents and South Mills Fire Commission Four Cents in the General Fund, Article II, Section 1, of this Ordinance.

SECTION 3 – The rate of tax as shown in Section 1 and 2 above is based upon a total valuation of property for the purpose of taxation of \$1,080,699,334 and an estimated collection rate of ninety-six percent (96.582%) for real property and ninety-seven percent (96.95%) for vehicles.

SECTION 4 – There is hereby levied a tax at the rate of one cent (1 cent) per One Hundred Dollar (\$100) valuation of property listed for the taxes as of January 1, 2018, located within the South Mills Fire Protection District for the purpose of raising the revenue listed in the South Mills Fire Commission Fund, Article V., of this Ordinance.

SECTION 5 – The rate of tax as shown in Section 4 above is based upon a total valuation of property for the purpose of taxation of \$401,676,598 with an estimated collection rate of ninety-six percent (96.582%) for real property and ninety-seven percent (96.95%) for vehicles.

SECTION 6 – There is hereby levied at the rate of one cent (1 cent) per One Hundred Dollar (\$100) valuation of property listed for taxes as of January 1, 2018, located within the Courthouse-Shiloh Fire Protection District for the purpose of raising the revenue listed in the Courthouse-Shiloh Fire Commission Fund, Article IV, of the Ordinance.

SECTION 7 – The rate of tax as shown in Section 6 above is based upon a total valuation of property for the purpose of taxation of \$655,973,321 and an estimated collection rate of ninety-six percent (96.582%) for real property and ninety-seven percent (96.95%) for vehicles.

ARTICLE XXIV. OTHER PROVISIONS

SECTION 1 – The Camden County Budget Officer is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

- (a) He may transfer amounts between objects of expenditure within a department except salary amounts without limitations.
- (b) He may transfer amounts up to \$10,000 between departments of the same fund with an official report on such transfers at the next regular meeting of the Board of Commissioners.
- (c) He may not transfer any amounts between funds or from any contingency appropriation within any fund.

- (d) He will assign legal costs to departments based upon the legal issue involved.
- (e) He is authorized to approve expenditures up to ten thousand dollars.
- (f) He may approve acceptance and expenditure of emergency funding from state or federal sources (ie. LIEAP) up to \$10,000 with an official report on such funding at the next regular meeting of the Board of Commissioners.

SECTION 2 - The Budget Officer and Finance Officer are hereby directed to make any changes in the budget or fiscal practices that are required by the Local Government Budget and Fiscal Control Act.

- (a) As provided by G.S. 159-25(b), the Board has authorized dual electronic signatures for each check or draft that is made on County funds. The signatures on the County accounts have been approved by the Board of Commissioners.
- (b) All legal outstanding encumbrances at June 30, 2018 are hereby carried forward and re-appropriated as an amendment to the budget for the fiscal year beginning July 1, 2018 and ending June 30, 2019.
- (c) The Board authorizes one principal account as the central depository for funds received by the Finance Director. Other accounts authorized by the Board can be used for special purposes such as the enterprise fund and various trust accounts. Current accounting techniques shall be used to assure that all funds will be properly accounted for in the financial records of the County.
- (d) Amendments to this Budget Ordinance and any accompanying fee schedule, taxes or appropriations are allowed as provided herein or by board approval in accordance with G.S. 159-15.

SECTION 3 - The Budget Officer and Finance Officer are hereby authorized to enter into contracts/agreements, within funds included in the Budget Ordinance or other actions authorized by the Board of Commissioners for the following purposes:

1. Lease of routine business equipment;
2. Consultant, professional, or maintenance service agreements;
3. Purchase of supplies, materials, or equipment where formal bids are not required by law;
4. Applications for and agreements for the acceptance of grant funds from Federal, State, public, private and non-profit organizations sources, and other funds from other government units, for services to be rendered which have been approved by the Board of Commissioners;

- 5. Construction and repair projects within the budget limits or as approved by the Board of Commissioners;
- 6. Liability, health, life, disability, casualty, property or other insurance or performance bonds;
- 7. Other administrative contracts which include agreements approved by the Board of Commissioners.

All other contracts must be approved by the Board of Commissioners and signed by the Chairman of the Board. No other employees or officials may sign contracts on behalf of the County unless duly appointed to do so by the Board of Commissioners.

SECTION 4 - County funded agencies are required to submit an audit or other detailed financial reports to the County Finance Officer each year. Approved payments may be delayed pending receipt of financial information.

SECTION 5 -It is the policy of Camden County to not absorb any reduction in State or Federal grant funds. Any decrease shall be absorbed in the budget of the agency or department receiving funding by reducing personnel or department expenditures to stay within the County appropriations as approved.

SECTION 6 -Copies of this Budget Ordinance shall be furnished to the Clerk to the Board, the Budget Officer, Finance Director, and the Tax Administrator for direction in the carrying out of their duties.

A public hearing on this Budget Ordinance was held on June 4, 2018.

This Budget Ordinance was adopted on the 4th day of June, 2018

CAMDEN COUNTY BOARD OF COMMISSIONERS

Clayton D. Riggs, Chair

George T. White, Vice-Chairman

ATTEST:

Karen Davis
Clerk to the Board

Kenneth Bowman
Budget Officer/County Manager

Attachment: 18-19 BUDGET ORDINANCE (2063 : Public Hearing on Proposed FY 18-19 Budget)



SCHEDULE OF FEES

FY 2018-2019

Schedule adopted with Budget Ordinance June 4, 2018

CAMDEN COUNTY
Fee Schedule

TABLE OF CONTENTS

Building Inspection/Planning.....1

GIS Related Fee Schedule5

Fee Schedule for Abatement of Property6

Parks/Recreation Policies/Fees7

Register of Deeds Schedule of Fees8

Sheriff Department Fees.....9

Pet Licenses.....9

Senior Center Fees10

Senior Trail Use Fees.....12

Golf Cart Permits and Beer and Wine13

South Camden Water Rate Schedule.....14

South Camden Sewer Rate Schedule15

Copies of Public Records.....17

Public Library Fees.....18

Watershed Fees19

Approval & Certification20

Attachment: FY 2018-2019 Schedule of Fees (2063 : Public Hearing on Proposed FY 18-19 Budget)

CAMDEN COUNTY
Inspections & Planning
Building Permit Fee Schedule

BUILDING PERMIT FEES

RESIDENTIAL, MODULAR, & COMMERCIAL CONSTRUCTION (UP TO 20,000 SQ. FEET)

Minimal Required New Construction Permit Fees: (1) State Fee (Residential only) 10.00; (2) Base Building Fee 0.25 cents per square foot; (3) Electrical Fee 0.15 cents per square foot; (4) Plumbing Fee 75.00; (5) Mechanical Fee 100.00; (6) Insulation Fee 75.00. Optional Fees: Temporary Power Pole 75.00. Commercial buildings are subject to other fees listed here after.

Base Fee Up to 20,000 Sq. Ft.	\$0.25/Sq. Ft.	Each Sq. Ft. over 20,000	\$0.15/Sq. Ft.
Minimum Fee	\$100.00	State Fee	\$10.00

ELECTRICAL

Residential Over 500 SQFT	\$0.15/Sq. Ft.	Service Repair	\$75.00
Minimum Fee	\$75.00	Service Change	\$75.00
Temporary Service	\$75.00	Mfg. Home Service	\$75.00

PLUMBING

Plumbing (New Installs)	\$75.00	Plumbing (Repairs)	\$75.00
-------------------------	---------	--------------------	---------

MECHANICAL

Minimum Fee	\$100.00	Additional Units	\$25.00
Repair / Service Change	\$75.00	Same Size Change Out	\$0.00

INSULATION

Minimum Fee	\$75.00
-------------	---------

NATURAL GAS HOOKUP (RESIDENTIAL & COMMERCIAL STRUCTURES)

Fee Per Structure	\$50.00
-------------------	---------

MANUFACTURED HOMES

Singlewide: \$250.00	Doublewide: \$350.00	Triplewide: \$400.00
----------------------	----------------------	----------------------

ADDITIONS - Includes Service Systems

Up to 400 Square Feet	\$150.00	Over 400 Square Feet	\$0.37/Sq. Ft.
-----------------------	----------	----------------------	----------------

SWIMMING POOLS & SPAS

In-ground	\$150.00	Above-ground	\$50.00
-----------	----------	--------------	---------

DETACHED GARAGES, STORAGE, AND UTILITY BUILDINGS

Minimum Fee/Under 400 Sq. Ft.	\$75.00	Over 400 Sq. Ft.	\$0.18/Sq. Ft.
-------------------------------	---------	------------------	----------------

CARPORT / POLE BARN / POLE SHED

Minimum Fee	\$75.00	Over 834 Sq. Ft.	\$0.09/Sq. Ft.
-------------	---------	------------------	----------------

SINGLE UTILITY INSPECTION

Trade Permit Minimum Fee	\$50.00
--------------------------	---------

Inspections & Planning Dept. Fee Schedule

Revised June 5th, 2017

Page 1 of 5

SIGNS

16 Square Feet or Less	\$0.00	17 - 32 Sq. Ft.	\$50.00
Over 32 Sq. Ft.	\$100.00	Electrical on/for/around Sign	\$50.00

DEMOLITION

Fire, Safety, & EPA Regs

Pre-inspection required for safety and hazardous materials and referral to proper channels if found. \$75.00

ALTERATIONS / REPAIRS / IMPROVEMENTS

Up to \$5000 Gross Retail Price	\$75.00
Over \$5000 Gross Retail	50% Additions Fees

Alterations include work within existing structures and upgrading existing services and do NOT include Additions, New Construction, Proving Power to structures not previously having power or New Service to existing buildings.

Farm Buildings are exempt UNLESS:

- Any electrical installation is performed
- Any portion of building is used for sleeping quarters
- Building is used for business rather than personal use of farmer and immediate family

MOVING OF ANY BUILDING WITHIN OR INTO THE COUNTY

Minimum New Construction Fees

WIND ENERGY SYSTEMS

Turbines	\$2,000 each
Reinspections	\$100 each

SOLAR FARMS

Panels \$0.50 per panel (minimum \$250)

COMMERCIAL PERMIT PRICES (extras)

MECHANICAL:

Walk-in Cooler	\$40.00 ea.
Commercial Cooking Hood	\$40.00 ea.
HVAC Fire damper/smoke damper	\$5.00 ea.

PLUMBING:

Minimum Permit Fee	\$75.00
Per fixture, trap, or similar devices	\$5.00
Per sprinkler head	\$5.00

ELECTRICAL

Electric duct heater	\$10.00 ea.
Temporary Service w/ Trailer	\$100.00 ea.
0-100 Each Receptacle/Switch/Fixture	\$75.00
Each additional opening	\$0.10 ea.
Subpanel, transformer, generator	\$20.00 ea.
Fuel dispensers, "freestanding" parking lot light poles, manufactured home pedestals	\$5.00 ea.
Exhaust fans/water heater/RAC/Spa/Motors and machinery not specified	\$5.00 ea.

Attachment: FY 2018-2019 Schedule of Fees (2063 : Public Hearing on Proposed FY 18-19 Budget)

COMMERCIAL PERMIT PRICES (extras - Continued)

GAS

Minimum Permit Fee	\$50.00
Per outlet	\$5.00

NEGLIGENCE FEES

Inspection Negligence Fee (Applies To):	\$100.00
<ul style="list-style-type: none"> • Inspections called for but not ready • Skipping any applicable mandatory inspection • Re-Inspections called for without first correcting discrepancies noted by inspector • Wrong sub-contractor other than on Trade Affidavit 	
No Permit Negligence Fee (Applies To):	\$Varies
<ul style="list-style-type: none"> • Building or Trade Related Activities performed without first obtaining and paying for a building permit. Shall result in overall doubling of permit fee. 	

BUILDING PERMIT FEES DUE AT TIME OF ISSUANCE

- All Building Permit fees must be paid in full at time of permit issuance.
- Applicants will be notified within 3-5 days after building permit application has been processed, reviewed, and approved. At that time permit fees are due.
 - No building permit will be issued without payment of permit fees due.

LAND USE DEVELOPMENT FEES

LAND USE DEVELOPMENT FEES DUE AT TIME OF APPLICATION

- All fees for Land Use / Development MUST be paid in full at time of APPLICATION.

Zoning Permit	\$25.00	Temporary Use Permit	\$250.00
Conditional Use Permit	\$400.00	Variance	\$500.00
Special Use Permit	\$400.00	Ordinance Amendment Request	\$500.00
Rezoning Fee			
Up to 10 Acres	\$650.00		
Over 10 Acres	\$650.00	Plus \$10 Per Acre	
Interpretation Challenge / Appeal	\$250.00 *		
Subdivision Fee			
Major Subdivision			
Sketch Plan Level	\$150.00	Per Lot	
Preliminary Plan Level	\$200.00	Per Lot	
Final Plan Level	\$50.00	Per Lot **	
Minor Subdivision	\$200.00	Per Lot **	
Private Access Subdivision	\$200.00	Per Lot **	

Planned Unit Development

Concept Plan	<u>See Rezoning</u>	
Master Plan and Amendments	\$1,000.00	(Includes Conditional Use Permit Fee)
Preliminary Plat Level	\$200.00	Per Lot
Final Plat Level	\$50.00	Per Lot

Commercial Site Plan Review \$25.00

Stormwater Review Fees / Deposit

Major Subdivision (more than 5 acres)	\$6,000.00
Minor Commercial Site Plan Review (3 acres or less)	\$3,700.00
Major Commercial Site Plan Review *** (more than 3 acres)	\$5,400.00

LAND DISTURBING ACTIVITY

Fill Permit \$50.00

NOTES:

* Subject to refund in the case of a successful appeal if so ordered by the Board of Adjustment

**The County stormwater review deposit / fee will be set up as an escrow wherein the applicant recovers any deposits in excess of actual costs incurred, or replenishes the escrow if costs drop below \$1000 prior to project approval.

A refund of Land Use Development fees will be given if an application is withdrawn prior to commencement of the approval process (staff review for Zoning Permits; Board * agenda for all other items). No refund shall be given after any portion of the approval process has begun (e.g., zoning permit issued or item placed on Board agenda.)

* - Board of Adjustments, Planning Board, or Board of Commissioners

CAMDEN COUNTY GIS

Fee Schedule for Sale of GIS Related Data

Xerox Copy

Size	Black & White Price	Color Price
8 ½ X 11	\$0.50	\$1.00
8 ½ X 14	\$0.75	\$1.50
11 X 17	\$1.00	\$5.00

Plotter

Size	Black & White Price	Color Price
Up to 36 X 48	\$5.00	\$10.00

Electronic Media

Data Layers

Price: \$5.00 per CD
 \$25.00 for first layer (shape file)
 \$10.00 for each additional layer (shape file)

MrSid Compressed Digital Orthophotography

The entire set of digital orthophotography for the County: \$10.00

Customized GIS Work

Any customized GIS projects will be charged a per hour fee of: \$60.00/hr.

Camden County Street Maps: \$3.00

CAMDEN COUNTY
Code Enforcement
Fees for Abatement of Property by County

Grass Cutting	\$300/acre
Grass Cutting	\$150/half acre
Debris Removal	\$500 plus tipping fees
Car Removal	All Cost Incurred by County
Administrative Cost <i>(This will be added to each Abatement)</i>	\$75.00
Removal of Structure	All Cost Incurred by County**

*Fees are for Chapter 94 for Public Nuisances and Chapter 90 for Abandoned and Junk Motor Vehicles

**This Fee Schedule is only if the County abates the property. If a contractor is hired to perform any abatement then the cost will be the contracted price plus an Administrative fee.

***Payment for abatement is due 30 days after the date of the abatement. If the fees are not paid a Tax Lien will be applied to the property.

Attachment: FY 2018-2019 Schedule of Fees (2063 : Public Hearing on Proposed FY 18-19 Budget)

**CAMDEN COUNTY
Parks & Recreation
Fee Schedule**

Recreation Youth Sports Registration Fees:

Youth Volleyball and Basketball	\$40.00
Maximum fee per household per season.....	\$70.00
Out of County additional registration fee	\$20.00

Recreation Youth Sports Sponsor Fee:

Team sponsor fee	\$200.00
(Fee pays for team Shirt and Individual Trophies)	

Saturday Night Open Gym for Basketball

County residents.....	\$1.00
Out of County residents	\$3.00

Thursday Night Open Gym for Adult Volleyball

County residents.....	\$1.00
Out of County residents	\$3.00

Attachment: FY 2018-2019 Schedule of Fees (2063 : Public Hearing on Proposed FY 18-19 Budget)

CAMDEN COUNTY
Register of Deeds
Fee Schedule

Deeds of Trust & Mortgages	\$64 for 1 st 35 pages, \$4 for each additional page
Instruments in General Fee	\$26 for 1 st 15 pages, \$4 for each additional page + \$2.00 per party indexed above 20
Plats	\$21 per plat
Right of way/ Hwy Plat	\$21 for 1 st page, \$5 for each additional page
Multiple Instrument Fee	\$10 additional fee
UCC Recording	\$38 for 2 page document
UCC Recording	\$45 for documents over 2 pages
Non Standard Doc Fee	\$25
Certified Copy of Document	\$5 for 1 st page, \$2 for each additional page
Certified Copy Vital Record	\$10 each
Amended Birth & Death	\$10 ROD & \$15 NC Vital Record
Marriage License	\$60
Delayed Marriage or Birth	\$20 including 1 certified copy
Corrected Vital Record	\$10
Legitimation	\$10
Military Records	No Fee
Notary Oath	\$10
Photocopy Plat (18 x 24)	\$3 each
Photocopy legal or letter size	.20 each
Photocopy ledger size	.40 each

Register of Deeds Fee Schedule

**CAMDEN COUNTY
Sheriff's Department
Fee Schedule**

Office Fees

Carry Concealed Permit

New	\$90.00
Renew	\$75.00

Weapon Purchase Permit.....	\$5.00
Fingerprints.....	\$10.00

Civil Process Service

In-State.....	\$30.00
Out of State	\$50.00

Other

Out of County Mental Patient Transport	\$150.00
Diskette Copy of Photos	\$10.00

Dog/Cat Tag Fee

Annual.....	\$5.00
Lifetime.....	\$30.00

Kennel Fee	\$20.00
------------------	---------

*Sheriff Dept Fee Schedule
Revised June 12, 2015*

Attachment: FY 2018-2019 Schedule of Fees (2063 : Public Hearing on Proposed FY 18-19 Budget)

CAMDEN COUNTY SENIOR CENTER Center Fee Schedule

- 1. The Camden County Board of Commissioners permits the use of the Camden Center after 5:00 p.m. Monday through Friday to governmental agencies and civic clubs and other clubs benefiting the county without charge provided the meeting or gathering is to conduct business pertaining to that agency or club.
- 2. Other non-profit agencies, clubs (civic clubs, dance clubs, bridge clubs), individuals and associations are permitted to use the Center after 5:00 p.m. Monday through Friday by paying the following fees:

All Day	\$100.00
Evenings Only	50.00
Use of the Kitchen (<i>additional</i>).....	50.00

- 3. For-profit firms, agencies, etc. are permitted to use the Center after 5:00 p.m. by paying the following fees. A for-profit agency and/or firm would be Tupperware Products, Mary Kay Cosmetics, Bank of Currituck, Weight-Watchers, etc. If an individual or group is attempting to make a profit from a service or item to be provided or sold at the Senior Center, it will be considered a for-profit situation.

Maximum of 2 hours use.....	\$50.00
Maximum of 4 hours use.....	65.00
Maximum of 6 hours use.....	100.00
Maximum of 8 hours use.....	120.00
Use of the Kitchen.....	50.00

- 4. Rental Fees will not include the use of the Senior Citizens Craft Room, Exercise Room or the office space in the Center.
- 5. Alcoholic beverages are not permitted in the Senior Center or elsewhere on County property.
- 6. No confetti or like material is allowed in the Center. No streamers or like objects are allowed to be hung from the ceiling of the Center. All trash and garbage must be removed by the user.
- 7. Individuals signing the Use Agreement form will be required to provide a deposit in the amount of \$150 (made payable to Camden County) for the use of the Center and an additional \$150 (made payable to Camden County) for the use of the kitchen when obtaining the key to the Center. Fees are to be waived for Volunteer Fire Departments, Social Services Dept., Cooperative Extension Service, Schools, Homemakers' Club, Lions Club, Junior Women's Club, Ruritans and similar organizations as well as county employees.
- 8. Deposits will be returned when the key to the Senior center is returned, providing the facilities are left in the condition in which they were found when the user arrived and nothing has been damaged or left improperly cleaned and all furnishings and furniture have been returned to their original places.

Attachment: FY 2018-2019 Schedule of Fees (2063 : Public Hearing on Proposed FY 18-19 Budget)

9. Additional fees will be assessed for the following items and charged to any and all parties using the facility.

- Facility not left clean and orderly..... \$50.00
 - Key not returned the next business day \$10.00 *per day*
 - Key not returned within three business days..... *forfeit deposit*
 - Damage of facility or contents* *forfeit deposit*
- *additional charges (legal and monetary) may apply depending on damage*

10. Special use considerations not addressed in this policy require County Manager approval.

Attachment: FY 2018-2019 Schedule of Fees (2063 : Public Hearing on Proposed FY 18-19 Budget)

CAMDEN COUNTY
SENIOR CENTER
Trail Fee Schedule

1. For events not requiring the provision of any chairs or other equipment, the fee shall be one hundred dollars (\$100.00) and such fee shall be in addition to any other fees required under this schedule.

2. For events requiring electricity, the fee shall be ten dollars (\$10.00) per hour and such fee shall be in addition to any other fee required under this schedule.

*Fee is required prior to Trail use.

Policy for Trail use can be obtained through the Camden County Senior Center.

Senior Center Trail Fee Schedule
Approved June 4, 2001

**CAMDEN COUNTY
Tax Administration Office
Fee Schedule**

Golf Cart Permits

Annual Fee	\$20.00
Late Listing Fee (for sticker)	\$50.00
Non-Compliance.....	\$150.00

BEER AND WINE FEES

(License period: May 1 through April 30 each year)

Every person engaged in the business of selling beer and wine in the following amount:

Beer at retail:

Off premises.....	\$5.00
On premises	\$25.00
Beer "on and off premises"	\$30.00

Wine at retail:

Off premises.....	\$25.00
On premises	\$25.00
Wine "on and off premises"	\$50.00

Beer and Wine:

Beer & Wine "off premises"	\$30.00
Beer & Wine "on premises"	\$50.00
Beer & Wine "on and off premises"	\$80.00

Attachment: FY 2018-2019 Schedule of Fees (2063 : Public Hearing on Proposed FY 18-19 Budget)

CAMDEN COUNTY
South Camden Water & Sewer
Water Fee Schedule
(PROPOSED July 1, 2018)

WATER SERVICE FEES

MONTHLY BASE RATE:

<u>Gallons</u>	<u>Cost</u>
0-2,000	\$25.00 per month

ADDITIONAL MONTHLY USAGE:

<u>Gallons</u>	<u>Cost</u>
2001-5000 gal.	\$5.50 per 1,000 gal
5001-10,000	\$6.20 per 1,000 gal
10,001-15,000	\$6.90 per 1,000 gal
15,001-20,000	\$7.60 per 1,000 gal
20,001 and up	\$8.30 per 1,000 gal

Local Govt/Board of Education/Commercial	Same as above
Bulk Water (except contracted sales)	\$6.91 per 1,000 gal
Fire Service (sprinkler systems)	Base Rate per month

Deposits:

Rent deposit: \$200
 Fire Hydrant Meter: \$300

Charges & Fees:

Open/reopen/transfer acct.	\$20.00
Reread meter/our read correct	\$15.00
Reread meter/our read incorrect:	No charge
Reconnection Fee:	\$35.00 7am-3:15pm
<i>(if not paid by 8am on disconnection day)</i>	\$60.00 3:16-5:00pm
Late payment penalty:	\$10.00
Non-Sufficient Funds:	\$25.00
Meter Tampering fee:	\$200.00
Turn off/Turn off fee:	\$15.00 <i>(per occurrence)</i>
Meter testing fee: if accurate	\$15.00 <i>(No chg if more than 2.5% inaccurate)</i>
Bacteriological	\$45.00

Water Capacity Fees:

(includes \$1,500 Tap Fee)

¾ inch	\$4,000.00	4 inch	\$7,000.00
1 inch	\$4,500.00	6 inch	\$8,000.00
2 inch	\$5,000.00	6 inch fire svc	\$4,000.00
3 inch	\$6,000.00	Hwy158/Bore	\$2,000.00

*County installs up to 2 inch lines. User hires Contractor if over 2 inches.

South Camden Water Utility Fee Schedule
Revised June 4th, 2018

CAMDEN COUNTY
South Camden Water & Sewer
Sewer Fee Schedule
(PROPOSED July 1, 2018)

SEWER SERVICE FEES

MONTHLY BASE RATE:

Residential*	\$29.00; 0 – 2,000 gallons
Commercial	\$40.00; 0 – 2,000 gallons

ADDITIONAL MONTHLY USAGE:

	<u>RESIDENTIAL*</u>	<u>COMMERCIAL</u>
2001-5000 gal.	\$7.50 per 1,000 gal	\$8.50 per 1,000 gal
5001-10,000	\$8.20 per 1,000 gal	\$9.20 per 1,000 gal
10,001-15,000	\$8.90 per 1,000 gal	\$9.90 per 1,000 gal
15,001-20,000	\$9.60 per 1,000 gal	\$10.60 per 1,000 gal
20,001 and up	\$10.30 per 1,000 gal	\$11.30 per 1,000 gal

*RESIDENTIAL: Includes Apartment & Townhouse Units

GOVERNMENTAL & SCHOOLS:

Will be charged 2 times Commercial Rate for Base Fee & Additional Usage

HIGH STRENGTH: \$11.50 each additional 1,000 gallons

Day Care, Hospitals, Nursing Homes, Laundromats, Restaurants, Doctors, Dentists, Beauty Shops, Grocery Store, Convenient Store, Funeral Homes, Car Washes, Dry Cleaners

CONNECTION FEES

SEWER CONNECTION FEE:

Low pressure main with ¾ inch water service: \$8,300

Gravity 4" connection: \$ 3,500

COMMERCIAL: Fees are based on water meter size

The cost of sewer connection with larger than ¾ inch water service will be the responsibility of the owner, with the possibility of capacity fee being paid over time of 3-5 yrs. with no interest.

SEWER CAPACITY FEE:

¾ inch	\$ 7,400	6 inch	\$42,000
1 inch	\$10,500	8 inch	\$48,000
2 inch	\$15,000	10 inch	\$54,000
3 inch	\$24,000	12 inch	\$60,000
4 inch	\$36,000		

South Camden Sewer Utility Fee Schedule
Revised June 4th, 2018
Page 1 of 2

ADDITIONAL FEES/FINES

Parts and Labor:

For changing service size, location, or repairs for damage to the districts property.

Parts:

Calculated at current price of materials due to the fluctuation of the market plus 20%.

Labor:

\$35 per man per hour

\$75 per hour for backhoe

\$10 per foot for bores up 2”

Repairs requiring contracted labor will be charged at invoice cost.

Fines for Violation of Fats, Oil and Grease Control Ordinance

Minor Violations				
Offense	1st Offense	2nd Offense	3rd Offense	4th Offense & Up
Failure to submit records	Warning	\$100	\$150	\$500
Inspection hindrance	Warning	\$100	\$150	\$500
Failure to maintain on-site records	Warning	\$100	\$150	\$500
Failure to meet sample standards	Warning	\$100	\$150	\$500
Moderate Violations				
Offense	1st Offense	2nd Offense	3rd Offense	4th Offense & Up
Failure to maintain interceptors in proper working order	\$150	\$300	\$500	\$1,000
Failure to clean out interceptor every 30 days	\$150	\$300	\$500	\$1,000
Major Violations				
Source of sewer blockage (minimum)	\$500 and not more than \$10,000 plus cost of cleaning lines			
Source of sanitary sewer overflow(minimum)	\$1,000 plus cost of cleaning lines			
Falsification of records	\$1,000			
*updated August 2, 2010				

Attachment: FY 2018-2019 Schedule of Fees (2063 : Public Hearing on Proposed FY 18-19 Budget)

CAMDEN COUNTY
Public Records
Fee Schedule

Copy Fees:

Public Records (Black/White)

8 ½ x 11 and 8 ½ x 14.....	\$.15/page
With printed pictures.....	\$.30/page
11 x 17.....	\$.35/page

Public Records (Color)

8 ½ x 11 with Pictures.....	\$.50/page
-----------------------------	------------

*Counties are not required to create a public record that is not already in existence. However, the municipality may elect to create the record if it determines that the record will provide an ongoing benefit to the county and/or its citizens.

Attachment: FY 2018-2019 Schedule of Fees (2063 : Public Hearing on Proposed FY 18-19 Budget)

CAMDEN COUNTY
Public Library
Fee Schedule

Copy Fees:

8 ½ x 11 and 8 ½ x 14 (Black /White).....	\$.10/page
8 ½ x 11 and 8 ½ x 14 (Color).....	\$.25/page
11 x 17 (Black /White).....	\$.20/page
11 x 17 (Color).....	\$.50/page
Fax: 10 page increments, no charge for cover page	
Local.....	\$1.00
Long Distance.....	\$1.25
Inter Library Loan.....	\$3.50
Proctoring.....	No Charge

Attachment: FY 2018-2019 Schedule of Fees (2063 : Public Hearing on Proposed FY 18-19 Budget)

CAMDEN COUNTY Stormwater/Watersheds Maintenance Fee Schedule

Rate Structure

	\$	1. FCPA
+	\$	2. ERU
+	\$	3. GA
=	\$	Total Fee/Parcel

1. FCPA – Fixed Cost Per Account = Currently Estimated at .64 per Parcel

2. ERU – Impervious Area Rate -Equivalent Residential Units Rate

**Average Impervious Area of a Single Family Residence = 4,500 sq. ft. = 1 ERU (Equivalent Residential Unit) which is approximately 1/10 of an acre.

3. GA – Gross Acreage Rate in \$/acre - See Table Below

Rate Table

<u>Watersheds</u>	<u>FCPA</u>	<u>ERU Rate</u>	<u>GA Rate</u>	<u>Total Fee</u>
North River	\$.64/Parcel	\$10.00/ERU	\$.25/Acre	\$10.89
Sawyer's Creek	\$.64/Parcel	\$10.00/ERU	\$.25/Acre	\$10.89
Shiloh	\$.64/Parcel	\$10.00/ERU	\$.25/Acre	\$10.89
<u>South Mills</u>	<u>\$.64/Parcel</u>	<u>\$12.80/ERU</u>	<u>\$.32/Acre</u>	<u>\$13.76</u>

Per Single Family Home

**exemptions itemized in the stormwater ordinance.*

CAMDEN COUNTY Approved Fee Schedule Certification

Continuing authority of commission

Nothing contained in the provisions of this schedule shall be construed to prevent the County Board of Commissioners from imposing, from time to time as it may see fit, such license taxes as are not specifically defined or included in this schedule, or from increasing or decreasing the amount of any fee when not in conflict with State or Federal law.

Same-False statements

Any person who willfully makes a false statement on any fee application shall be guilty of a misdemeanor.

The forgoing instrument was duly approved and adopted at a meeting of the Camden County Board of Commissioners, said meeting date June 4th, 2018.

Clayton D Riggs, Chair
Camden County Board of Commissioners

ATTEST:

Karen Davis
Clerk to the Board

Attachment: FY 2018-2019 Schedule of Fees (2063 : Public Hearing on Proposed FY 18-19 Budget)



CAMDENCOUNTY

new energy. new vision.

Board of Commissioners AGENDA ITEM SUMMARY SHEET

Public Hearings

Item Number: 5.D
Meeting Date: June 04, 2018

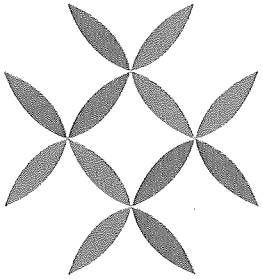
Submitted By: Stephanie Humphries, Finance Director
Finance
Prepared by: Stephanie Humphries

Item Title **Public Hearing on Proposed 2019-2023 Capital Improvement Program**

Attachments: CIP 2019-2023 (PDF)

Summary: Public Hearing on Proposed 2019-2023 Capital Improvement Program

Recommendation:
After completion of hearing, add the 2019-2023 Capital Improvement Plan to the agenda. Approve attached 2019-2023 Capital Improvement Plan.



CAMDENCOUNTY
new energy. new vision.

Capital Improvement Program (CIP) 2019-2023

**Public Hearing
Monday June 4, 2018**

Table of Contents

Letter to the Board of Commissioners	2
Introduction	4
Planning Process	4
Financial Policy	4
Project Evaluation	5
Revenue Sources & Debt Service	6
Funding Method for the County Capital Reserve Fund	8
School Capital Reserve Fund	8
South Camden Water & Sewer District	8
County Fire Districts	8
Adoption of Unified Government	9
Capital Project Narrative Descriptions	9
Capital Project Narratives	9
<u>A. Approved/Funded</u>	
1. Core Area Waste Water Treatment Plant	10
2. Public Services Complex	12
3. South Mills Community Park	13
<u>B. Recommended/Unfunded</u>	
1. South Mills Waste Water Treatment Plant Filtration Pond	14
2. Country Club Area – US 158 Sewer Service Expansion	15
3. Camden High School - School Capital Improvements	16
<u>C. Identified/Unfunded</u>	
1. Chantilly Rd. Community Park	17
2. Broadband – Internet	18
Resolution Setting Financial Policies: 2007-05-04	19

June 4, 2018

Camden County Board of Commissioners

Clayton Riggs, Chair
 Tom White, Vice Chair
 Garry Meiggs
 Randy Krainiak
 Ross Munro

Re: Fiscal Year 2018-2022 Recommended Capital Improvement Program

Chairman Riggs and Commissioners:

The provision of adequate public infrastructure remains a top priority for the County. Being only the eighth year having a CIP process, the Board of Commissioners have undertaken significant thought, discussion and consideration to estimate critical facility needs and the costs therein for the County.

Financial policy specific to how the County governs the issues of debt, fees & user charges, fund balances, competitive employment, and the ad valorem tax rate are shown in the attached Resolution No. 2007-05-04. This Resolution puts in place measures to insure the financial strength of the County government as well as protecting the taxpayer. In addition, the Board of Commissioners created a Capital Reserve Fund as a mechanism with which to fund critical non-school county infrastructure projects.

A critical goal for the County is bringing new development and job creation to the Camden Commerce Park along U.S. 17. Further development along the HWY 158 and US 17 corridors will result in the generation of new tax revenues, lessening the County's reliance upon residential property taxes and creating new employment opportunities for our citizens.

With Camden County being a recipient of significant grant awards in furtherance of the Board of Commissioners capital improvement policy goals, key infrastructure projects are moving forward. In FY 16/17 the county was awarded approximately \$1.58 million in grants from the U.S. Economic Development Administration and the Golden LEAF Foundation for the construction of the Courthouse Area Wastewater Treatment Plant. The design framework for this project included a high-rate infiltration waste water treatment plant capable of treating 50,000 GPD and expandable to 100,000 GPD. In March 2018 the County awarded a contract to Hatchell Concrete for construction of the wastewater treatment plant at a cost of \$4.2M. This project is scheduled for completion in June 2019.


A significant project included in the 2018-2022 CIP is the engineering and design of a new Administration campus complex on the acquired site across from the Historic Courthouse. The ultimate goal of this project will be the centralization of County services into a “One Stop” method of service delivery which will allow our citizens to be served at a single County complex. Besides the immediate needs for administrative space, there is also significant interest for providing recreational and public meeting space which could house youth and adult programming.

Another priority project included in the CIP is the acquisition of property for the development of an outdoor recreational facility in the South Mills Township in accordance with the Parks and Recreation Master Plan. One Mill Community Park and Boat Ramp, the county’s newest park facility located in Shiloh Township, was officially opened for public use in August 2015.

While the Board of Commissioners moved forward eight years ago with the acquisition of property for a potential high school site, it is not yet clear when this new facility will be needed. The Adequate Public Facilities Coordinating Committee which is comprised of members of the Board of Commissioners, Board of Education, and county and school management staff began quarterly meetings in 2014 to continue to examine school capital needs pertaining to the construction of this new high school. A space-needs assessment for a new high school was performed in 2008. In 2015, this Committee recommended that a revised space-needs assessment be undertaken. Though unfunded, a new high school construction project is included in the county’s 2018-2022 CIP.

The future for Camden County is extremely bright as we continue working together to make the County a better community in which to live, work, and recreate. It will take all of our collective skills along with wise and thoughtful decisions to have the necessary vision to continue to advance the critical capital projects identified in this document.

Respectfully Submitted,


Kenneth L. Bowman
County Manager

Attachment: CIP 2019-2023 (2056 : Public Hearing on Proposed 2019-2023 Capital Improvement Program)

Introduction

The Capital Improvements Program (CIP) is a community planning and fiscal management tool used to coordinate the location, timing and financing of capital improvements over a multi-year period — usually 4-6 years. Capital improvements refer to major, non-recurring physical expenditures such as land, buildings, public infrastructure and equipment. The Camden County CIP is a five-year plan that consists of capital projects for various departments/agencies of the county government. The CIP includes a description of proposed capital improvement projects ranked by priority, a year-by-year schedule of expected project funding, and an estimate of project costs and financing sources. The CIP is a working document and should be reviewed and updated annually to reflect changing community needs, priorities and funding opportunities.

Purposes of Capital Improvement Planning:

- ◆ Ensure the timely repair and replacement of aging infrastructure.
- ◆ Provide a level of certainty for residents, businesses and developers regarding the location and timing of public investments.
- ◆ Identify the most economical means of financing capital improvements.
- ◆ Provide an opportunity for public input in the budget and financing process.
- ◆ Eliminate unanticipated, poorly planned, or unnecessary capital expenditures.
- ◆ Eliminate sharp increases in tax rates, user fees and debt levels to cover unexpected capital improvements.
- ◆ Ensure that patterns of growth and development are consistent with the comprehensive plan.
- ◆ Balance desired public improvements with the community's financial resources

Planning Process

Preparation of the CIP and annual budget are closely linked. The first year of the CIP, known as the capital budget, outlines specific projects and appropriates funding for those projects. It is usually adopted in conjunction with the government's annual operating budget. Projects and financing sources outlined for subsequent years are not authorized until the annual budget for those years is legally adopted. The out years serve as a guide for future planning and are subject to further review and modification. Department heads submit to the County Manager information relating to items that will cost in excess of \$300,000 in at least one year of the CIP planning period. The County Manager will review and study all items submitted by the department heads and prepare a recommended plan that is provided to the Board of Commissioners. After review by the Board, a public hearing is set to receive citizen input. When the plan is complete the Board of Commissioners will adopt it with a resolution with the intent to include the first year projects in the annual budget. By providing funding for strategic investments at a given time and location, the CIP helps ensure that development occurs consistent with a community's plans and vision.

Financial Policy

The following financial guidelines were adopted by the Board of Commissioners on June 4, 2007:

- Debt service should be equal to or less than 15% of General Fund expenditures.
- The county will strive to pay outstanding principal debt within 15-20 years.
- The county will strive to maintain its debt at no greater level than 2% of the assessed valuation of taxable property in the county.
- The county will strive to maintain an available fund balance equal to 25% of the General Fund budget at the end of each fiscal year which is substantially higher than the minimum recommended by the Local Government Commission.
- General Fund balances in excess of targeted levels may be transferred to the County's Special Capital Reserve Fund.

Adoption of these policies will further ensure the county's financial strength and future success in capital planning.

For the past seven years Camden County has embarked on a very conservative fiscal policy working to ensure growth in the fund balance and a stronger financial position for the county government. The total unreserved and undesignated general fund balance was \$6.5 million at the end of FY17. The maintenance of a healthy fund balance must be continued so the County has the ability to arrange financing for large projects that have been identified.

Project Evaluation

Beginning in FY11 through today, project evaluation was done through interaction and discussion between the County Manager and the Commissioners as well as input from the Department Heads. As noted above the CIP is a working document and should be reviewed and updated annually to reflect changing community needs, priorities and funding opportunities.

Project Evaluation Criteria

Sections	Questions Considered When Evaluating Projects
Department Ranking	➤ What is the departmental priority/ranking for project?
Legal Mandates/Safety	➤ Does the project enable the County to fulfill a new or existing state of federal mandate? ➤ Does the project eliminate an immediate safety hazard for County citizens or employees?
Demonstrated Need/Timing	➤ When does the project need to be completed? Is the project related to another priority project?

<p>Impact on Operating & Maintenance Costs</p>	<ul style="list-style-type: none"> ➤ Will the project save the County future operating costs? ➤ Will the project improve operating efficiency? ➤ Will maintenance cost be reduced if the project were undertaken? ➤ Will the project generate additional operating revenue or will it generate additional expense?
<p>Impact on Quality of Life</p>	<ul style="list-style-type: none"> ➤ Will the project improve the quality of life of the County's citizens?
<p>Addresses a deficiency in provision of public services</p>	<ul style="list-style-type: none"> ➤ Is the County unable to provide basic services if the project is not completed? ➤ Are current services in the project area inadequate? ➤ Does the project improve County services?
<p>Linkage to Board of Commissioners' Vision Statement, other Long Range Plans, or Community Support</p>	<ul style="list-style-type: none"> ➤ Does the project help to meet the priorities established by the Vision Statement/goals or other long-range plans? ➤ How will the project help further these priorities? ➤ Does the project have citizen or community support? ➤ Does the project service a special need of the community?
<p>Funds/grants available from state, federal, and other sources</p>	<ul style="list-style-type: none"> ➤ Besides County general fund revenues, what funding sources are available to fund this project? ➤ Can fees or revenues other than taxes be raised to cover this project's cost?
<p>Extent of secondary benefits</p>	<ul style="list-style-type: none"> ➤ Are there intangible benefits to completing the project? ➤ Are there benefits to the project that are not otherwise considered in the
<p>Comments</p>	<ul style="list-style-type: none"> ➤ What comments do you have about the project that needs to be considered by the Board of Commissioners?

Attachment: CIP 2019-2023 (2056 : Public Hearing on Proposed 2019-2023 Capital Improvement Program)

Revenue Sources & Debt Service

One of the most important factors of financing a major project is the county's ability to pay the debt service or the annual costs of the financing. There are several funding sources that will be used to fund projects in the CIP. These sources are dependent on the type of project and the financial impact on the taxpayers of the county:

1. **General Fund Revenues** - May be used to fund Pay As You Go capital projects with amounts under \$300,000.
2. **General Obligation (GO) Bonds** - The County may issue General Obligation Bonds for larger projects such as schools. These bonds are legally binding and are a pledge of the county's full faith, credit and taxing power.
3. **Installment Financing Agreements** - In exchange for bank financing, County assets are used as security for private placement of debt. This type of funding can be used for any capital projects.
4. **Certificates of Participation (COP)** - Essentially a large installment financing agreement (banks are limited on how much they can lend). COPs are usually rated a step below a GO rating.
5. **State and Federal Revenues** - Projects may be financed through low interest federal loans from USDA Rural Development such as the completed Camden Intermediate School Project. Additionally several projects have been financed by the use of state and federal grants such as the Wastewater Treatment and Collection System.
6. **Private Contributions** - Private contributions from developers or adjoining landowners that will become a part of a larger project.

Note: There are some limited recurring revenues that are to be used for debt service purposes. Portions of the Article 40 and 42 Sales Taxes are restricted for the purpose of school-related debt service or school capital outlay. The county also receives funds from the state Public School Building Capital Fund (these funds are generated by the state corporate income taxes) that can be used for debt service; however the status of these funds is uncertain based on the unpredictability of the NC Education Lottery proceeds and other economics.

Revenue Sources:

- Restricted portions of Article 40 & 42 sales taxes
- Annual contributions to the Special Capital Reserve Fund per proposed policies
- Accumulated funds in the Special Capital Reserve Fund & School Capital Reserve Fund

Revenue Sources & Debt Service

Resources	Project Types	Advantages	Disadvantages
Pay As You Go	Assets with short useful lives, or where most of benefit is achieved early	Saves interest and other costs of issuance	Limits funding for capital needs
	Assets for which matching local funds are required	Preserves financial flexibility	Creates an uneven flow of expenditures
	Assets that are not expensive to acquire and relative to the total Pay As You Go plan	Protects borrowing capacity	
	Projects can be phased with reasonable annual expenditures	Enhances credit quality	
General Obligation Bonds	Assets with long useful lives	Permits governments to acquire assets as needed	Adds financial and administrative costs of procuring capital assets
	Projects that are expensive to acquire or that exceed the capacity of the Pay As You Go plan	Levels out capital expenditures	Limits flexibility by committing revenues for life of the bond issue Requires voter approval
Certificates of Participation	Projects that are expensive to acquire or that exceed the capacity of the Pay As You Go plan	Permits governments to acquire assets as needed	Interest cost may be higher relative to issuing debt
	Used frequently for purchases of equipment, buildings and real property	No voter approval	
Grants	Assets qualifying for grant assistance	Expands size of capital program with little or no cost to local taxpayers	Limited amount of unrestricted grants availability Added administrative or compliance costs
Private Contributions	Facilities adjacent to private properties	Lowers government capital and/or operating costs	Added staff time required to identify contributors and coordinate activities

Funding Method for County Capital Reserve Fund

Land Transfer Tax: The Land Transfer Tax is placed in a Capital Reserve fund to support projects in the Capital Improvement Plan and transfers from General Fund balance when it is in excess of targeted levels (Resolution No. 2007-0504).

It is projected that the Land Transfer tax will generate approximately \$450,000 in FY 2017-2018. These funds are applied to approved capital projects and debt service. Currently \$.01 of the county-wide ad valorem tax rate generates approximately \$105,000 in taxes collected by Camden County.

School Capital Reserve Fund

The School Capital Reserve Fund will continue to be the primary means the county uses to fund school capital projects. Currently capital projects are funded by that portion of the Article 40 & 42 sales tax that is earmarked for school construction by the state. The county also may request funds through the State Public School Building Capital Fund. Lottery proceeds are annually appropriated to this Fund and reserved for School Capital projects. Articles 40 & 42 Sales Tax will generate approximately \$350,000 annually that goes into the School Capital Reserve Fund.

Enterprise Fund

South Camden Water & Sewer District: The South Camden Water & Sewer District is an Enterprise Fund that provides water and sewer to residents of Camden County who live in the Courthouse and Shiloh Townships. Water service is available throughout the two townships and sewer service is available only in a smaller area that is along the US158/NC343 corridor. This fund has been in operation since 1996.

A Reverse Osmosis Water Treatment Plant was constructed and became operational in 2002 along the Pasquotank River in Camden Township near the central area of the county. This facility was built with partial funding from the NC Rural Center.

County Fire Districts

There are two fire districts in the county, the South Mills Fire District and the Courthouse-Shiloh Fire District. The South Mills Fire Department station is located on Keeter Barn Road near South Mills. The South Camden Fire Department has a fire station located on Sawyers Creek Road near the Courthouse with a second station located in the Shiloh Community along NC343 South. Residents in both districts currently pay a total of .05 tax (.01 fire tax plus a .04 general fund contribution). These revenues fund the operation and capital needs of the fire departments. The county has contracts with both volunteer fire departments detailing how the fire commissions will oversee the operation of the fire departments which includes special approval of all expenditures of \$5,000 or more.

In consideration of the current revenue generated from property tax county-wide, it is expected that both districts will have adequate funds to provide for their operational needs and debt service for capital needs for the next five years.

Adoption of Unified County Government

In May of 2006 the voters of Camden County approved the adoption of Unified County Government. Effective July 1, 2006 the change was implemented granting Camden County both the powers of a county as well as those of municipal government (excluding the creation of a police department). This change in form of government restricts the creation of any other municipal governments within the county thus assuring citizens of only one layer of local government and one layer of taxation.

Utility Franchise Tax: A major benefit of the change in form of government is that it allows the County to receive a quarterly allocation of the Utility Franchise Taxes which are typically only received by municipalities. As the County grows and develops additional commercial tax base this allocation increases.

Capital Project Narrative Descriptions:

The Capital Project narratives are organized in the following categories:

- A. **Approved/Funded** - Approved and Funded by vote of the Camden County Board of Commissioners;
- B. **Recommended/Unfunded** - Recommended projects by the Camden County Manager but currently Unfunded; and
- C. **Identified/Unfunded** - Projects that have been identified by Staff but currently not funded.

Capital Project Narratives:

A. Approved/Funded:

1. WASTEWATER TREATMENT PLANT

Priority Level: 1

Project Description: Increase wastewater disposal capacity to prepare for increased flows from sanitary sewer expansions.

Camden Core WWTP	Priority Level 1						
Department: Waste Water							
<i>Scope/Description</i> Increase wastewater disposal capacity to prepare for increased flows from sanitary sewer expansions.							
<i>Justification</i> The increased wastewater flow as a result of increased residential and commercial development will require added wastewater disposal capacity.							
<i>Funding Source</i> EDA, Golden LEAF, Capital Fund Balance							
	Capital Cost	FY 17	FY 18	FY 19	FY 20	FY 21	Year Complete
Cost	\$2,706,900						
Engineering & Construction		75,750	2,326,150				2019
Line Extension (See "Business Park Ext")			305,000				
Funding							
Economic Development Grant			1,353,450				
Golden Leaf			200,000				
WWTP Project Fund Balance		75,750	1,077,700				

Define Problem: The increased wastewater flow as a result of increased residential and commercial development will require added wastewater disposal capacity.

Recommended Solution: Install High Rate Infiltration Ponds for wastewater disposal using the proven Amphidrome technologies. The benefits of this method include using less land (primarily large amounts of spray field acreage) and lower operations and maintenance costs.

Alternatives: Continue to utilize spray fields similar to the existing wastewater treatment plant in South Mills Township.

Stage of the Project: An engineering study was completed in FY 15-16 which provided data concerning the soil and hydrologic feasibility of siting a high-rate infiltration wastewater treatment plant within the core area of Courthouse Township. The site selected is a 35 acre parcel in close vicinity to the Camden Business Park. U.S. EDA and Golden LEAF grant funding has been secured, and the county will close on the site purchase in April 2016. Site work has begun and plant construction will commence during 2017.

Attachment: CIP 2019-2023 (2056 : Public Hearing on Proposed 2019-2023 Capital Improvement Program)

Relation to Other Projects: This project is required to attract and support new and existing businesses in Camden County as well as supporting additional residential growth.

Description of Land Needs: Based upon preliminary engineering reports, the county purchased 35 acres of land deemed suitable for high-rate infiltration pond operation.

Professional Design Work Detail: The County issued an RFQ for engineering, design services, and construction administration in March 2016. Eastern Carolina Engineering was chosen to complete this project. As of May 1, 2017, engineering design work is in process

Operating Impact: An anticipated reduction in operational costs due to efficiency of plant operation is planned for this WWTP.

CAMDEN BUSINESS PARK – WASTEWATER EXTENSION

ESTIMATED COST: Included in cost of Camden Core WTP (above)

Project Description: Extension of sanitary sewer lines to the Camden Business Park - this will include servicing the State Employees Credit Union and emerging commercial/retail development along the US HWY 158 corridor. This sewer extension project is related to and will be constructed in conjunction with the Core Area Wastewater Treatment Plant project.

Define Problem: Sewer infrastructure is needed to support economic development and commercial growth along the US HWY 158/Camden Business Park corridor.

Recommended Solution: Extend sanitary sewer lines to the Camden Business Park. County has acquired federal and state grant funds for a portion of the project.

Alternatives: Future commercial development will be adversely affected without this extension

Stage of the Project: Construction cost estimates have been prepared by Eastern Carolina Engineering in conjunction with the Core Area WTP project. Construction is planned to commence in 2017.

Relation to Other Projects: This project is required to attract and support new and existing businesses in Camden County.

Description of Land Needs: These water and sewer lines will run on the DOT right-of-ways.

Professional Design Work Detail: As of May 1, 2017, engineering and design is currently underway.

Operating Impact: The operating impact will be minimal with the exception of normal wear and tear.

2. PUBLIC SERVICES COMPLEX / ADMINISTRATION CAMPUS

Priority Level: 1

Project Description: The construction of a Public Services complex that will serve the needs of county residents in a safe and efficient manner.

Project Definition and Justification

Define Problem: With the purchase of an interim County facility at 330 East Hwy 158, immediate overcrowding concerns at the Courthouse Complex have been addressed with the relocation of Administration, Finance, Economic Development, and Public Works to the new facility.

A “One Stop” approach to service delivery will be considered for the construction of a centralized County complex. Multipurpose conference/training rooms are to be used by all departments, county committees as well as by the community. This building will house the following departments: Manager's Office, Human Resources, Finance Office, Tax Administration, Utilities, Planning & Community Development Department, Camden County Extension Center, Parks & Recreation, Soil and Water Conservation, Cooperative Extension, and the County Library.

Construction of the building to facilitate a drive-thru window to accommodate payments would be preferable for the county citizens. Finally, this building will be ADA compliant which will allow all the county citizens of Camden County to have access to its services.

Recommended Solution: Construction of a Public Services building on the acreage already purchased across the road from the Courthouse Complex. Demolition of existing structure and repaving of entire lot would provide additional parking which is greatly needed when court is in session and to accommodate Board of Elections and the Camden Heritage Museum.

Alternatives: Continue business in current structure.

Stage of Project: County purchased 7.69 acres across the road from the Courthouse Complex. A formal space-needs study was conducted by Wooten Company in March 2016. An architectural design firm and construction manager at risk has been hired to completed design work and pre-construction services.

Relation to Other Projects: County needs to confer with Camden County Schools as to the possible re-purposing of the Camden High School campus to accommodate elements of the county’s programs such as Senior Center and Parks & Recreation.

Professional Design Work Detail: Funding for architectural design services is programmed for FY 2018/2019.

Operating Impact: Increased efficiency in daily operations and co-location of county offices.

3. SOUTH MILLS COMMUNITY PARK

ESTIMATED COST: *To be determined/Property Purchase \$50,000-\$100,000*

Priority Level: 1

Project Description: Obtain property and construct a small community park in the South Mills Township area.

Project Definition and Justification

Define Problem: As the County's population grows, demand for recreation space and activities will increase. Parks are an integral element of strong communities and promote healthy living activities, especially when located in or in close proximity to residential areas. Currently all county park facilities are located in the courthouse township at Grandy Elementary School. The distance from South Mills to the one central community park is an obstacle to pursuing both organizational and independent recreation, and the existing community park has little if any room for expansion of park or parking areas.

Recommended Solution: Purchase 10 to 20 acres for construction of a community park with both active and passive recreation areas including baseball/soccer fields, playground equipment, and picnic shelter. Limited funding may be generated from requiring fees in lieu of land dedications for new residential subdivisions. As part of this process, the County is pursuing the construction of a boat ramp and parking area on a 5 acre tract at Turner's Cut and Union Camp Road.

Alternatives: N/A

Stage of Project: Site selection and land acquisition is scheduled for FY 17/18.

Relation to Other Projects: Allows expansion of outdoor recreational offerings.

Professional Design Work Detail: None started at this time. Will need a general park design to identify land requirements, prior to locating alternative sites possibilities.

Operating Impact: The project will increase Parks and Recreation operations and maintenance budget.

B. Recommended/Unfunded:

1. SOUTH MILLS WASTE WATER TREATMENT PLANT FILTRATION POND

Priority Level: 2

Project Description: Increase wastewater disposal capacity to prepare for increased flows from sanitary sewer expansions.

Define Problem: The increased wastewater flow as a result of increased residential and commercial development will require added wastewater disposal capacity.

Recommended Solution: Study the feasibility of higher rate infiltration ponds for wastewater disposal as opposed to the current spray field acreage located near the South Mills WWTP. The benefits include using less land area and lower operations and maintenance costs together with the ability to use this technology for adequate disposal during winter months

Alternatives: Continue to utilize the existing spray fields in South Mills Township.

Stage of the Project: Eastern Carolina Engineering will prepare a preliminary soils boring test analysis at the current WWTP spray fields site.

Professional Design Work Detail: None to date.

Operating Impact: The operating impact will be minimal with the exception of normal wear and tear.

2. COUNTRY CLUB AREA – US 158 SEWER SERVICE EXPANSION

Project Description: Extension of the water and sewer lines to the County Club Area including a 200-300 acre potential mixed-use development as well as available parcels along US 158.

Priority Level: 2

Define Problem: Sanitary sewer infrastructure is needed to support economic development and commercial/retail growth.

Recommended Solution: Extend existing sanitary sewer line. Estimated cost in excess of \$1,200,000 to be funded by County contributions, grants and developers via cost sharing formula.

Alternatives: Commercial development would be adversely affected without the extension.

Stage of the Project: McGill Associates has prepared a feasibility study to include construction cost estimates. An estimate has been prepared by McGill Associates. Project material costs (i.e. pipe) increases as petroleum price increases. However the installation costs have decreased with the economy. The County applied for Golden LEAF CBGI funding in January 2014 however the project was not funded in that grant cycle.

Relation to Other Projects: This project is required to attract and support new and existing businesses in Camden County. Wastewater service would help develop the area adjacent to Shell Station and residents in the Pine Street area have expressed interest in wastewater service due to failures with septic systems. The extension would also increase the pipe size of the existing force main from Lamb's Marina to the Courthouse Pump Station.

Description of Land Needs: The sanitary sewer lines will run on the DOT right-of-ways. A small parcel of land will have to be purchased for a proposed lift station.

Professional Design Work Detail: None. Feasibility study completed October 2013.

Operating Impact: The operating impact will be minimal with the exception of normal wear and tear.

3. SCHOOL CAPITAL IMPROVEMENTS-CAMDEN COUNTY HIGH SCHOOL

ESTIMATED COST: To Be Determined

Priority Level: 2

Project Description: Construction of new Camden County High School facility to include site improvements and adequate athletic fields.

Project Definition and Justification

Define Problem: As the County's population grows, demand for a larger high school facility will increase. The Adequate Public Facilities Ordinance (APFO) approved in 2008 requires that both the County and Board of Education perform long-range planning in order to meet the demand of increased student enrollment.

Recommended Solution: APFO Committee will meet regularly to examine school space needs. Funding was appropriated in FY 15/16 to clear proposed school/athletic campus site along HWY 343 North.

Alternatives: Construct new athletic fields and bleachers on the Noblitt site and renovate existing high school campus (HWY 343/US 158) by constructing additional classroom space on the current athletic field.

Stage of Project: Approximately 60 acres of property was purchased by the county in 2008. In 2008 the Board of Education commissioned HBA Architects to draw a conceptual site plan and develop preliminary construction cost estimates. In 2016, the APFO Committee decided to re-examine space needs based upon more current and accurate enrollment projection data and have new plans and cost estimates developed. This task has not been accomplished as of May 1, 2017.

Relation to Other Projects: This project is related to the Courthouse Administration Complex project in that the county needs to examine possible re-purposing of the Camden High School campus for potentially housing one or more county programs.

Professional Design Work Detail: None completed at this time. HBA Architects have completed conceptual site plan and preliminary construction cost estimates were provided in 2008.

Operating Impact: Impact will be seen in Camden County Public Schools operating expenses due to the larger facility. Increases in utilities expenses may be reduced due to improved energy efficiency measures and design engineering of the facility.

C. Identified/Unfunded:

1. CHANTILLY ROAD COMMUNITY PARK

ESTIMATED COST: To be determined

Priority Level: 3

Project Description: Obtain property and construct a small community park in the Camden Courthouse area.

Project Definition and Justification

Define Problem: As the County's population grows, demand for recreation space and activities will increase. Parks are an integral element of strong communities and promote healthy living activities, especially when located in or in close proximity to residential areas. Currently all county park facilities are located in the courthouse township at Grandy Elementary School.

Recommended Solution: Purchase 2-5 acres for construction of a community park with both active and passive recreation areas including boat launch ramp for personal watercraft, playground equipment, and picnic shelter. Limited funding may be generated from requiring fees in lieu of land dedications for new residential subdivisions.

Alternatives: N/A

Stage of Project: Likely site locations are being sought.

Relation to Other Projects: Allows expansion of outdoor recreational offerings.

Professional Design Work Detail: None started at this time. Will need a general park design to identify land requirements, prior to locating alternative sites possibilities.

Operating Impact: The project will increase Parks and Recreation operations and maintenance budget.

2. BROADBAND

ESTIMATED COST: To Be Determined

Priority Level: 3

Project Description: Make available to residents and businesses currently not served by broadband affordable and reliable high-speed broadband options.

Project Definition and Justification

Define Problem: A study on what it will take to bring expanded broadband service to Camden County will be presented to the Board of Commissioners in June 2018. The study collects data on state and federal funding options for the project, as well as information on coverage needs. Broadband infrastructure is necessary for access to information for education, healthcare, government, public safety, social services, employment opportunities, breaking news, and many other common needs. Equally important is that people have the basic skills and proficiency to use online technology in ways that can improve their quality of life.

Recommended Solution: The county Board of Commissioners approved a contract with Eastern Shore Communications to develop a feasibility study to determine the need for county-wide broadband.

Alternatives: None

Stage of Project: Eastern Shore Communications is finalizing the data and preparing or the presentation to the BoC in June. Leadership and staff will analyze the findings and prepare a recommendation for the public to review and provide input / comments.

Relation to Other Projects: This project will require new as well as existing infrastructure bringing new equipment to the county's water towers and other high structures increasing broadband speed throughout the county. The priority for coverage will be the Commerce Park at the northern end of the county and expand into the southern end of the county with the addition of new infrastructure to carry the signal.

Description of Land Needs: Access to water towers and right of way will be needed for construction and to build a permanent building, approximately 12x15 feet to house equipment. At this time no land acquisition will be required.

Professional Design Work Detail: Eastern Shore Communications will provide the conceptual development, preliminary layout and environmental review with their feasibility study.

Operating Impact: This initiative will fill critical broadband infrastructure gaps and increase access and adoption across the county to businesses, residents, and organizations, particularly within our unserved and underserved communities.

Resolution No. 2007-05-04

A Resolution of the Camden County Board of Commissioners Regarding Setting Financial Policies

Whereas, stability in fiscal affairs is a desirable objective, but a difficult goal for counties to attain because many factors some of which are the relationship of the various units of government, mandates, the changing economies and the limited authority of local government; and .

Whereas, the Board of Commissioners is of the opinion that the statement of minimum standards of fiscal policy would help present and future boards and staff to adapt to the changes that occur and help them to attain a reasonable measure of fiscal stability;

Now, Therefore Be It Resolved, that the Camden County Board of Commissioners does hereby adopt the following financial policies:

Debt-

Debt service will not exceed 15% of general fund expenditures. In any year where debt service is less than or equal to 14% of general fund expenditures at least 1% of the operating budget may be transferred to capital reserve.

The county will strive to pay outstanding principle debt within 15-20 years.

The county will strive to maintain its debt at no greater level than 2% of the assessed valuation of taxable property in the county.

Fees & User Charges -

As part of the annual budget process the County shall review the fees and user charges. All changes to the schedule of fees must be approved by the Board of Commissioners.

The County should charge fees if allowable, when a specific group of beneficiaries can be identified, when it is feasible to charge the beneficiaries, and when there is no reason to subsidize the service wholly or in part. Fee levels should be set to recover the full costs of the services provided, unless it is deemed necessary to partially subsidize the services.

Factors to consider in deciding whether a subsidy is appropriate include the burden on property tax payers, the degree to which the service benefits a particular segment of the population, whether beneficiaries can pay the fee, and whether the service provides a broader benefit to the community.

Fund Balance -

The county will strive to maintain an available fund balance equal to 25% of the General Fund budget at the end of each fiscal year which is substantially higher than the minimum recommended by the Local Government Commission.

General Fund balances in excess of targeted levels may be transferred to the County's capital improvement plan.

Competitive Employment -

The county will strive to maintain competitive pay rates by making annual cost of living adjustments when economically feasible for the county based on the consumer price index.

Tax Rate -

In an effort to stabilize the county's tax rate, the Board of Commissioners will adopt a tax rate that considers the succeeding four years anticipated expenditures and will strive not to change the tax rate prior to the next revaluation.

The Board of Commissioners will seek to limit the growth of the annual operating budget to an amount that can be accommodated by growth in the tax base as well as other state and federal revenues, without a tax increase wherever possible.

The County will strive to annually review and develop revenue projections, expenditures, and the fund balance for the next five years.

Adopted this _4th_ day of June, 2007.

Jeffrey Jennings, Chairman

Attest:

Ava Gurganus, Clerk to the Board



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.A
Meeting Date: June 04, 2018
Submitted By: Lisa Anderson, Tax Administrator
Taxes
Prepared by: Lisa Anderson

Item Title April Monthly Report

Attachments: 20180530081759621.pdf (PDF)

Summary: April 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	191,360.93	4,887.88
2016	50,537.83	3,026.11
2015	22,702.17	1,327.26
2014	16,291.62	1,414.83
2013	11,402.00	5,455.53
2012	8,238.20	8,200.20
2011	5,481.71	6,587.17
2010	4,244.84	4,982.86
2009	3,978.27	4,678.37
2008	3,795.46	5,094.46

Attachment: 20180530081759621.pdf (2066 : April Monthly Report)

TOTAL REAL PROPERTY TAX UNCOLLECTED	318,033.03
TOTAL PERSONAL PROPERTY UNCOLLECTED	45,654.67
TEN YEAR PERCENTAGE COLLECTION RATE	99.51%
COLLECTION FOR 2018 vs. 2017	37,263.75 vs. 21,655.68

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2017	97.21%
2016	99.20%
2015	99.64%

THIRTY LARGEST UNPAID ACCOUNTS

SEE ATTACHMENT "A"

THIRTY OLDEST UNPAID ACCOUNTS

SEE ATTACHMENT "B"

Attachment: 20180530081759621.pdf (2066 : April Monthly Report)

EFFORTS AT COLLECTION IN THE LAST 30 DAYSENDING April **2018****BY TAX ADMINISTRATOR**

15 NUMBER DELINQUENCY NOTICES SENT

47 FOLLOWUP REQUESTS FOR PAYMENT SENT

2 NUMBER OF WAGE GARNISHMENTS ISSUED

8 NUMBER OF BANK GARNISHMENTS ISSUED

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

0 NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)

0 PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF
TAX ADMINISTRATOR

0 NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO
COUNTY ATTORNEY

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

0 REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS

0 NUMBER OF JUDGMENTS FILED

Attachment "A"
Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	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	HORSHOE RD
R	02-8934-01-18-6001.0000	6,110.48	1	LINDA SUE LAMB HINTON	CAMDEN	150.158 US W
R	03-8899-00-45-2682.0000	4,945.29	10	SEAMARK INC.	SHILOH	HOLLY RD
R	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	VARAHI PROPERTY MANAGEMENT LLC	SOUTH MILLS	202 MAIN ST
R	01-7998-01-08-6797.0000	3,865.55	1	EDWARD B. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	03-8961-00-68-3593.0000	3,624.69	2	SECRETARY OF VETERANS AFFAIRS	SHILOH	169 RAYMONS CREEK RD
R	02-8935-04-63-0820.0000	3,522.65	1	BELCROSS PROPERTIES, LLC	CAMDEN	197 158 US E
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	03-8899-00-16-2671.2425	3,140.09	1	SPRING LOTUS LLC	SHILOH	141 EDGEWATER DR
R	01-7090-00-64-6040.0000	2,893.98	1	LINTON RIDDICK	SOUTH MILLS	129 LILLY RD
R	02-8923-00-19-3774.0010	2,823.66	6	WILLIAM CONOVER	CAMDEN	431 158 US W
R	02-8935-02-66-7093.0000	2,805.26	1	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	03-8962-00-05-0472.0000	2,730.38	1	FRANK MCWILLIAN HEIRS	SHILOH	172 NECK RD
R	02-8945-00-41-2060.0000	2,681.96	1	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	02-8934-01-18-8282.0000	2,582.04	1	BRIDGET CARTWRIGHT JOHNSON	CAMDEN	144 158 US W
R	03-8971-00-54-7373.0000	2,422.25	1	DWAYNE HARRIS	SHILOH	125 ONE MILL RD
R	01-7080-00-53-1141.0000	2,403.66	1	KENNETH J ROSA SR	SOUTH MILLS	188 KEETER BARN RD
R	02-8944-00-87-7021.0000	2,360.75	1	MARK M. BRIGMAN SR & LISA L.	CAMDEN	175 MCKIMMEY RD
R	02-8934-01-29-4617.0000	2,265.20	1	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	01-7988-00-91-0179.0001	2,126.56	10	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	108 CAMDEN AVE
R	03-8943-04-93-8214.0000	2,116.86	10	L. P. JORDAN HEIRS	SHILOH	110 158 US W
R	02-8934-01-29-4776.5853	2,084.96	1	C. RUSSELL HASTINGS JR.	CAMDEN	144 CULPEPPER RD
R	01-7080-00-19-4673.0000	2,082.78	1	LEONARD UMBERGER	SOUTH MILLS	117 OTTERS PL
R	01-7080-00-62-1977.0000	2,062.78	8	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	176 PUDDING RIDGE RD
R	01-7999-00-46-1105.0000	2,061.97	1	LINDA EASON COLSON	SOUTH MILLS	379 OLD SWAMP RD
R	01-7999-00-78-4680.0000	2,050.05	2	BERTHA MARLENE GARRETT	SOUTH MILLS	

05/29/18 15:35:58

Delinquencies Top-30 Unpaid

Attachment "B"

Real

1

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	03-8983-00-45-2682.0000	10	4,945.29	SEAMARK INC	SHILOH	HOLLY RD
R	01-7983-00-51-0179.0001	10	2,126.56	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8943-04-93-8214.0000	10	1,116.86	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	03-8952-00-95-8737.0000	10	1,955.58	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	1,797.88	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-12-8596.0000	10	1,733.11	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1568.0000	10	1,056.42	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	1,030.78	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	03-8962-00-50-0273.0000	10	883.88	DAISEY WILLIAMS BURNHAM	SHILOH	RAYMONS CREEK RD
R	01-7090-00-60-5052.0000	10	757.21	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8955-00-13-7846.0000	10	592.68	MARIE MERCER	CAMDEN	IVY NECK RD
R	02-8935-00-24-7426.0000	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	03-8809-00-45-1097.0000	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	01-7080-00-52-1977.0000	9	2,062.78	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-9809-00-24-6322.0000	9	550.77	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	03-8980-00-84-0931.0000	8	187.90	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	01-7998-01-08-6797.0000	7	3,865.55	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	02-8945-00-41-2060.0000	7	2,681.96	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHHELL RD
R	03-8962-00-04-9097.0000	7	1,856.31	Cecil BARNARD HEIRS	SHILOH	NECK RD
R	03-8990-00-64-8379.0000	7	732.39	CHRISTOPHER FROST-JOHNSON	SHILOH	LITTLE CREEK RD
R	02-8935-01-07-0916.0000	7	574.95	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	03-8962-00-70-7529.0000	7	512.66	MARY SNOWDEN	SHILOH	WICKHAM RD
R	01-7989-04-90-0938.0000	7	453.61	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-8962-00-60-7648.0000	7	281.11	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
R	02-8954-00-97-4350.0000	7	280.89	GEORGE SHAW	CAMDEN	TROTWMAN RD N

Delinquencies Top-30 Oldest

05/29/18 15:35:58

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	LESLIE 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	0002194	516.98	3	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001827	483.28	6	KAREN RUNDY	CAMDEN	431 158 US W
P	0000295	412.03	1	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001230	411.11	6	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001681	312.08	6	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001694	288.99	6	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
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	0001638	210.76	1	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN
P	0000466	205.60	1	LAMBS OF CAMDEN	CAMDEN	152 HWY 158 W
P	0000905	204.42	3	KEVIN & STACY ANDERSON	CAMDEN	111 AARON DR
P	0000846	201.12	2	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0002442	200.37	1	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
P	0001673	177.05	9	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0002886	170.36	6	GEORGE LINWOOD POWELL	CAMDEN	177 SANDHILLS RD
P	0000248	159.99	10	ROBERT H. OWENS	CAMDEN	A STREET
P	0000543	152.90	1	TRACK 1 OF CAMDEN	CAMDEN	143 158 US W
P	0000945	145.98	3	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD

05/29/18 15:36:15

Delinquencies Top-30 Unpaid

Attachment "B"
Personal

1

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001538	10	856.88	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	FAM 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 W
P	0001693	9	261.90	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001673	9	177.05	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0000316	9	115.56	JAMES P. JONES	CAMDEN	142 SANDHILLS RD
P	0001827	8	483.28	KAREN BUNDY	CAMDEN	431 158 US W
P	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	STILES 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
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	0000466	2	205.60	LAMBS OF CAMDEN	CAMDEN	152 HWY 158 W
P	0000846	2	201.12	TOAN TRINH	SHILOH	229 SAILBOAT RD

05/29/18 15:36:16

Delinquencies Top-30 Oldest



CAMDENCOUNTY

new energy. new vision.

Board of Commissioners AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.B

Meeting Date: June 04, 2018

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

Item Title **Resolution: Salaries and Compensation for Various Boards and Commissions**

Attachments: 18-19 Board Salary Resolution (DOC)

Summary:

For your review and possible adoption.

Recommendation: Approve & Adopt Resolution

Resolution No. 2018-06-03

**A RESOLUTION OF THE
CAMDEN COUNTY BOARD OF COMMISSIONERS
SALARIES AND COMPENSATION
FOR VARIOUS BOARDS AND COMMISSIONS
FISCAL YEAR 2018-2019**

Whereas, the Camden County Board of Commissioners desires to provide reasonable compensation for service on various boards and commissions of the County;

Now, Therefore, Be It Resolved that the Camden County Board of Commissioners meeting this 4th day of June 2018 in Camden Village, Camden County, North Carolina does hereby amend the following salaries and compensation for the stated boards and commissions for the period beginning July 1, 2018 and ending June 30, 2019,

Section 1: BOARD OF COMMISSIONERS

Chairman \$550.00 per month plus mileage.

Vice-chairman/
Board Member \$525.00 per month plus mileage

1. The monthly “salary” of the Board members shall be considered as compensation for regularly scheduled meetings of the board per the annual Meeting Calendar. Same day attendance at meetings would not be eligible for reimbursement – i.e., a closed session in advance of a board meeting.
2. Special meetings and budget work sessions in addition to the regularly scheduled Board of Commissioners meetings will be compensated at a rate of \$75 and up to \$75 for attendance at other board meetings that they have been appointed to and not already compensated for by those boards.
3. For purposes of reimbursement, eligible meetings would include those in which the board members serve and participate by virtue of their position and/or in representation of their position as a board member and/or are an invited “participant” by staff or agency/department and may include Association Ad Hoc Committee meetings, Ground Breakings and Ribbon Cuttings or any meeting at the request of the Board of Commissioners in the Commissioner’s official capacity.
4. Eligible meetings shall not include attendance to social occasions (banquets, meals (except as part of a participatory meeting), entertainment, sports, galas, fundraisers, clubs, etc.), or informal or telephonic conversations. For any fundraisers that the board decides to attend, the County will pay for the ticket if the Commissioner’s agree that the event

Attachment: 18-19 Board Salary Resolution (2065 : Resolution Salaries and Compensation for Various Boards and Commissions)

benefits Camden County residents and serves a public purpose but will not receive meeting pay for attendance. (Must be non-partisan and non-profit)

- 5. Attendance at Board appointed Board Meetings (ie. Library, DSS, ADJ) will not be reimbursable to Commissioners who are not appointed to those boards unless they are asked to attend by the appointee who is unable to attend or at the request of the Board of Commissioners in the Commissioner’s official capacity.
- 6. Commissioners shall receive a payment of \$150.00 per day for any meeting or day for travel to/from meeting, lasting more than four hours and out of the county (35 mile radius of the Courthouse).
- 7. Mileage will be reimbursed at the rate established by the Federal Mileage Reimbursement Rate for travel as allowed in IRS Publication 15.
- 8. Board members are required to submit in writing (via internal form) a voucher/request for reimbursement setting forth description of the meeting, date, time and place.
- 9. Special meeting reimbursement requests that exceed seven in a month will require Board approval.

Section 2: BOARD OF ELECTIONS

Chairman	Meeting compensation \$50 for meeting with Board. \$50 per day for Election Day, canvass day, and instruction day plus mileage.
Board Members	Meeting compensation \$40 per meeting with Board. \$40 per day on Election Day and canvass day plus mileage.
Chief Judge	\$40 per day for instruction day and canvass day plus mileage. \$150.00 per day for Election Day plus mileage. \$20 for pick-up day.
Judges	\$20 for instruction day. Election Day at \$120.00 per day.
Assistants	Election Day at \$100.00 per day. \$20 for instruction day.

Section 3: PLANNING BOARD AND ZONING BOARD OF ADJUSTMENTS
\$30.00 per meeting plus mileage.

Section 4: SOCIAL SERVICES BOARD

Chairman	\$35.00 per meeting plus mileage.
Board Members	\$30.00 per meeting plus mileage.

Section 5: AGING ADVISORY COUNCIL
\$30.00 per meeting, plus mileage and meal if required.

Section 6: RECREATION BOARD
\$30.00 per meeting, plus mileage.

Section 7: JURY COMMISSION
\$ 7.25 per hour for hours worked compiling jury list.

Section 8: ECONOMIC DEVELOPMENT BOARD
\$30.00 per meeting, plus mileage.

Section 9: SENIOR CENTER BOARD
\$30.00 per meeting. No travel

Section 10: LIBRARY BOARD
\$30.00 per meeting. No travel

Section 11: AGRICULTURAL ADVISORY BOARD & FIRE COMMISSIONS
No Compensation

Section 12: TRAVEL & MILEAGE REIMBURSEMENT
All Boards and Commissions are subject to the approved Camden County Travel Policy. Mileage will be reimbursed at the rate established by the Federal Mileage Reimbursement Rate for travel as allowed in IRS Publication 15 for all compensable meetings. Any volunteer or non-paid meetings will not qualify for travel or mileage reimbursement without Board of Commissioners approval.

ATTEST:

Clerk to the Board
(SEAL)

Clayton D. Riggs, Ch. Board of Commissioners

Attachment: 18-19 Board Salary Resolution (2065 : Resolution Salaries and Compensation for Various Boards and Commissions)



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Board Appointments

Item Number: 7.1

Meeting Date: June 04, 2018

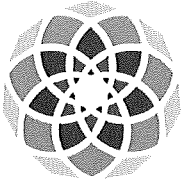
Submitted By: Karen Davis, Clerk to the Board
Administration
Prepared by: Karen Davis

Item Title **College of the Albemarle's Board of Trustees -
Reappointment**

Attachments: COA Board of Trustees - Roger Lambertson (PDF)

Summary: See attached letter from Paul O'Neal, Chair of College of the Albemarle's Board of Trustees requesting that Dr. Roger Lambertson be reappointed to another four-year term.

Recommendation:
Approve reappointment request.



COLLEGE OF
THE
ALBEMARLE

Transform Your Tomorrow

March 21, 2017

Clayton D. Riggs, Chair
Camden County Board of Commissioners
P.O. Box 190
Camden, NC 27921

Dear Mr. Riggs:

Dr. Roger Lambertson's term on College of The Albemarle's Board of Trustees will expire on June 30, 2017, and I am writing to see if the Board of Commissioners will consider reappointing him to another four-year term. Dr. Lambertson has been on the board since 2005 and currently serves as co-chair of the Buildings and Grounds Committee.

The college's Board of Trustees meets every other month and the Buildings and Grounds Committee follows a similar schedule. Dr. Lambertson has been a consistent attendee of the board meetings, as well as the committee he serves on. He is diligent in his attendance and is active at meetings, providing valuable feedback for the college. This year, Dr. Lambertson was also asked to serve on the presidential search committee and the work he completed on the committee was vital to the college.

Dr. Lambertson has long been an engaged member of our board, serving on behalf of Camden County.

Thank you for your consideration. We look forward to hearing of your appointment decision.

Sincerely,

S. Paul O'Neal, Chair
College of The Albemarle

CAMDEN • CHOWAN • CURRITUCK • DARE • GATES • PASQUOTANK • PERQUIMANS

Dare County Campus
132 Russell Twiford Road
205 S Business Highway 64/264
Manteo, NC 27954
252-473-2264

Edenton-Chowan Campus
800 North Oakum Street
Edenton, NC 27932
252-482-7900

Elizabeth City Campus
1208 North Road Street
Elizabeth City, NC 27909
252-335-0821

**Regional Aviation and
Technical Training Center**
107 College Way
Barco, NC 27917
252-453-7075



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Board Appointments

Item Number: 7.2

Meeting Date: June 04, 2018

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

Item Title **Community Advisory Committee - Appointment**

Attachments: Adult Care Home Community Advisory Committee -
Amber Jennings (PDF)

Summary:

See attached letter from Brandi Jordan, Regional Long-Term Care Ombudsman, requesting that Amber Jennings be appointed to the Camden County Adult Care Home Community Advisory Committee.

Recommendation:

Approve appointment.



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

May 22, 2018

Dear Commissioners,

On May 14, 2018, **Amber Jennings** completed the Community Advisory Committee training required by G.S. 131D-32 and has been designated by the Office of the State Ombudsman to serve as a member of the Camden County Adult Care Home Community Advisory Committee.

I would like to recommend that she be appointed by your Board for a one year term.

Amber Jennings
408-B NC Hwy 343 North
Camden, NC 27921

If you have questions regarding this appointment, please feel free to contact me at (252) 426-5753 ext 225 or bjordan@accog.org. Thank you in advance for your consideration.

Sincerely,

Brandi Jordan, MSW
 Regional Long-Term Care Ombudsman



CAMDENCOUNTY

new energy. new vision.

Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.A
Meeting Date: June 04, 2018

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

Item Title **BOC Minutes - May 7, 2018**

Attachments: bocminutes_050718 (DOCX)

Recommendation: Review and approve.

Camden County Board of Commissioners

May 7, 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 May 7, 2018 in the Historic Courtroom, Camden, North Carolina.

CALL TO ORDER

The meeting was called to order by Vice Chairman Tom White at 6:00 PM. Also Present: Commissioners Garry Meiggs, Randy Krainiak and Ross Munro. Chairman Clayton Riggs was absent due to work obligations.

Staff Present for 6:00 PM Closed Session: Manager Ken Bowman, County Attorney John Morrison, Clerk to the Board Karen Davis.

Motion to go into closed session to confer with counsel in regard to potential litigation.

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

Motion to come out of closed session.

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

WELCOME

Vice Chairman White reconvened the regular meeting of the Board of Commissioners at 7:05 PM. Additional Staff Present for Regular Meeting: Finance Officer Stephanie Humphries, Planning Director Dan Porter, Permit Officer Dave Parks, Public Works Director David Credle, Tax Administrator Lisa Anderson, Sheriff Rodney Meads, Cooperative Extension Director Cameron Lowe, Extension Agent Ali Huber.

Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)

40 **Invocation and Pledge of Allegiance**
41 Pastor Joe Brock gave the invocation and led in the Pledge of Allegiance.

42
43 **ITEM 1. PUBLIC COMMENTS**

44 None.

45
46 **ITEM 2. CONFLICT OF INTEREST DISCLOSURE STATEMENT**

47 Clerk to the Board Karen Davis read the Conflict of Interest Disclosure Statement.
48 Commissioner Krainiak stated that he may have a conflict of interest concerning the scheduled
49 Public Hearing included on the meeting agenda. Attorney Morrison advised that Commissioner
50 Krainiak request to be recused at the time of the public hearing.

51
52 **ITEM 3. CONSIDERATION OF AGENDA**

53
54 **Motion to approve the agenda as presented.**
55

56	RESULT:	PASSED [UNANIMOUS]
57	MOVER:	Garry Meiggs, Commissioner
58	AYES:	White, Krainiak, Meiggs, Munro
59	ABSENT:	Riggs

60
61 **ITEM 4. PRESENTATIONS**

- 62
- 63 1. Sheriff Rodney Meads presented retired Sheriff Tony Perry the Order of the Long Leaf
- 64 Pine Award from the Office of Governor Roy Cooper.
- 65 2. 4-H Agent Ali Huber recognized Camden’s participants in the 2018 4-H Livestock Show
- 66 and Sale.

67
68 **South Camden Water & Sewer District Board of Directors**

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

Agenda
Camden County Board of Commissioners
SCWSD - Regular Meeting
May 07, 2018
7:00 PM
Historic Courtroom, Courthouse Complex

- 1. **CALL TO ORDER**
- ITEM 2. **PRESENTATIONS** (For discussion and possible action)
- ITEM 3. **PUBLIC COMMENTS**
It is requested that comments be limited to (2-3) minutes. The length and number of comments may be limited upon the Chairman's discretion due to scheduling and other issues.
- ITEM 4. **CONSIDERATION OF THE AGENDA**
- ITEM 5. **OLD BUSINESS** (For discussion and possible action)
- ITEM 6. **NEW BUSINESS** (For discussion and possible action)
 - A. Monthly Update
 - B. Resolution - Wastewater Treatment Plant
- ITEM 7. **CONSENT AGENDA**
- ITEM 8. **INFORMATION**
- ITEM 9. **OTHER**
- ITEM 10. **ADJOURN**

71

Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)

72 **Public Comments**

73 None.

74

75 **Motion to approve the agenda as present.**

76

77	RESULT:	PASSED [UNANIMOUS]
78	MOVER:	Garry Meiggs, Commissioner
79	AYES:	White, Krainiak, Meiggs, Munro
80	ABSENT:	Riggs

81

82 **New Business**

83

84 A. Monthly Report – Public Works Director David Credle presented the monthly report.

85

South Camden Water & Sewer Board
Monthly Work Order Statistics Report
Period: March 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>71</i>	<i>71</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: 86

Sewer Line: 42

Water & Sewer, same ticket: 4

Fire Hydrants flow tested this month: 12

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

Gallons of water treated in March at the Water Plant: 8,955,470

Daily average gallons of water usage for March: 288,886

Current treatment capacity at R/O WTP: 720,000 gallons per day.

86

87

88 **Motion to approve the monthly reported.**

89

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

94

95

96

97

98

99

Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)

100 B. Resolution – Wastewater Treatment Plant
101



RESOLUTION 2018-05-01

**AUTHORIZING THE EXECUTION AND DELIVERY OF AN
INSTALLMENT FINANCING AGREEMENT, A DEED OF TRUST AND
RELATED DOCUMENTS IN CONNECTION WITH THE FINANCING
OF A NEW WASTEWATER TREATMENT PLANT FOR THE SOUTH
CAMDEN WATER AND SEWER DISTRICT**

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 Board has determined that the most efficient manner of financing the Project will be through entering into an Installment Financing Agreement, to be dated as of the date of delivery thereof (the “Agreement”), with Sterling National Bank (the “Lender”) pursuant Section 160A-20 of the General Statutes of North Carolina, as amended. Pursuant to the Agreement, the Lender will advance moneys to the District in an amount sufficient to pay the costs of the Project and certain financing costs relating thereto, and the District will repay the advancement in installments, with interest (the “Installment Payments”).
- (c) In order to secure its obligations under the Agreement, the District will execute and deliver a Deed of Trust, to be dated as of the date of delivery thereof (the “Deed of Trust”), granting a lien on all or a portion of the site of the Project, together with all improvements and fixtures located or to be located thereon.
- (d) There has been presented to the Board at this meeting drafts of the Agreement and the Deed of Trust.

Section 2. In order to provide for the financing of the Project, the District is hereby authorized to enter into the Agreement and receive an advancement pursuant thereto in a principal amount not to exceed \$2,800,000. The District shall repay the advancement in installments due in the amounts and at the times set forth in the Agreement. The payments of the installment payments shall be designated as principal and interest as provided in the Agreement. The interest rate payable under the Agreement shall not exceed 3.87% per annum and the final maturity shall not exceed May 1, 2038.

Section 3. The Board hereby approves the Agreement and the Deed of Trust in substantially the forms presented at this meeting. The Chairman of the Board and the Finance Officer of the District are each hereby authorized to execute and deliver on behalf of the District said documents in substantially the forms presented at this meeting, containing such insertions, deletions and filling in of blanks as the person executing such documents shall approve, such execution to be conclusive evidence of approval by the Board of any such changes. The Clerk to the Board or any Deputy or Assistant Clerk to the Board is hereby authorized and directed to affix the official seals of the District and the County, as necessary, to said documents and to attest the same.

Section 4. No deficiency judgment may be rendered against the District in any action for breach of any contractual obligation authorized pursuant to this resolution and the taxing power of the District is not and may not be pledged directly or indirectly to secure any moneys due under any contract herein authorized.

Section 5. The Chairman of the Board, the Finance Officer and the Clerk to the Board, and any other officers, agents and employees of the District, are hereby authorized and directed to execute and deliver such closing certificates, opinions and other items of evidence as shall be deemed necessary to consummate the transactions described above.

102

103
104
105
106

Section 6. The District hereby represents that it reasonably expects that it, all subordinate entities thereof and all issuers issuing obligations on behalf of the District will not issue in the aggregate more than \$10,000,000 of tax-exempt obligations (not counting certain current refunding obligations and private-activity bonds except for qualified 501(c)(3) bonds, as defined in the Internal Revenue Code of 1986, as amended (the "Code")) during calendar year 2018. In addition, the District hereby designates each of the installment payments under the Agreement as a "qualified tax-exempt obligation" for the purposes of the Code.

Section 7. This resolution shall take effect immediately upon its passage.

Adopted this the 7th day of May, 2018.

Tom White, Vice Chairman
Camden County Board of Commissioners

ATTEST:

Karen M. Davis, Clerk to the Board

107
108
109
110
111
112
113

Motion to adopt Resolution authorizing the execution and delivery of an installment financing agreement, a deed of trust and related documents in connection with the financing of a new wastewater treatment plant for the South Camden Water & Sewer District.

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

118
119
120

Motion to adjourn South Camden Water & Sewer District Board of Directors meeting.

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

125
126
127

Vice Chairman White reconvened the meeting of the Camden County Board of Commissioners.

128
129

ITEM 5. CONSIDERATION OF AGENDA

130
131

A. Public Hearing – Special Use Permit (UDO 2017-02-28) Fairfax Major Subdivision

132
133

Motion to open public hearing for Special Use Permit (UDO 2017-02-28) Fairfax Major Subdivision.

Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)

134
135
136
137

138
139
140
141
142
143
144
145
146
147
148
149
150
151

152
153
154
155

156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175

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

Commissioner Krainiak requested to be recused as he owns adjoining property to the proposed subdivision. Attorney Morrison explained that due to the following Commissioner Krainiak may request the recusal:

- The value of his property could be affected.
- Commissioner Krainiak could be considered a grievant in any subsequent litigation on the matter.
- Commissioner Krainiak could have a fixed opinion on the matter that is not likely to change upon hearing testimony.

Motion to recuse Commissioner Krainiak from the public hearing and any subsequent deliberation or voting for the reason that he has adjoining property and attended a Planning Board meeting on the matter.

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

Commissioner Krainiak was excused from the dais and did not participate in the public hearing.

All witnesses participating in the public hearing were sworn in by the clerk.

County Permit Officer Dave Parks introduced Mr. Sean Robey of Eastern Carolina Engineering to discuss the project.

Mr. Sean Robey, on behalf of his client Adam Maurice, requested that the public hearing be continued to the following month. The request is due to an unsettled negotiation taking place between two of the property owners involved in the project.

Tommy Harrison of 181 NC Hwy 343 South came forward to speak. Mr. Harrison questioned Mr. Robey as to the specific nature of the reason for the continuance request.

Mr. Robey explained that he was informed by Mr. Maurice that an acceptable offer had not been reached between Mr. Maurice and Mr. Harrison for a buffer strip that was created along the rear of two of the proposed lots, which is on the side of Mr. Harrison’s property. The buffer strip was requested out of the Planning Board meeting, but an agreement has not yet been reached on the conveyance of said property.

Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)

176
177 Mr. Harrison explained to the Board that he has submitted two offers to purchase since the
178 Planning Board meeting and it was his understanding that a verbal agreement had been reached.
179 Mr. Harrison added that he did not receive a response from Mr. Maurice in regard to the offers to
180 purchase.

181
182 Attorney Morrison questioned Mr. Harrison as to any reason he may be opposed to a
183 continuance. Mr. Harrison stated that he is not opposed to a continuance and that he is available
184 to attend the hearing on June 4, 2018 should it be continued.

185
186 **Motion to grant the continuance and recess the public hearing until June 4, 2018.**
187

188 **RESULT:** PASSED [UNANIMOUS]
189 **MOVER:** Ross Munro, Commissioner
190 **AYES:** White, Krainiak, Meiggs, Munro
191 **ABSENT:** Riggs

192
193 Commissioner Krainiak returned to the dais upon recess of the public hearing.

194
195 **ITEM 6. NEW BUSINESS**
196

197 A. Tax Report – Lisa Anderson presented the monthly tax report for March 2018.
198

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

199

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%

200
201

EFFORTS AT COLLECTION IN THE LAST 30 DAYS

**ENDING March 2018
BY TAX ADMINISTRATOR**

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

202
203
204
205
206

Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)

207 Thirty Largest Unpaid Accounts – Real
208

Roll	Parcel Number	Unpaid Amount	YrsDlq	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
RR	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	1	SEAMARK INC.	SHILOH	HOLLY RD
R	02-8944-00-75-7172.0000	4,692.33	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	03-8963-00-40-4522.0000	4,226.60	1	A. GREGORY BUCKLEY	SHILOH	343 HWY S
R	01-7998-01-08-6797.0000	3,928.32	1	EDWARD E. HARRIS 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 W. BRIGMAN SR & LISA L.	CAMDEN	175 MCKIMMEY RD
R	01-7090-00-64-6040.0000	2,893.98	1	LINTON RIDDICK	SOUTH MILLS	129 LILLY RD
R	02-8923-00-19-3774.0010	2,823.66	6	WILLIAM CONOVER	CAMDEN	431 158 US W
R	02-8935-02-66-7093.0000	2,805.26	1	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	02-8945-00-41-2060.0000	2,776.08	1	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	03-8962-00-05-0472.0000	2,730.38	1	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	02-8944-00-55-7373.0000	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	124 158 US W
R	01-7080-00-53-1141.0000	2,405.66	1	KENNETH J ROSA SR	SOUTH MILLS	188 KEBETER 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	01-7988-00-91-0379.0001	2,126.56	10	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8943-00-12-8596.0000	2,116.86	10	L. P. JORDAN HEIRS	SHILOH	
R	02-8965-00-44-7928.0000	2,110.97	2	WHALON & KATHLEEN MCCULLEN	SHILOH	108 CAMDEN AVE
R	02-8934-01-29-4776.5853	2,084.96	1	C. RUSSELL HASTINGS JR.	CAMDEN	404 SANDY HOOK RD
						110 158 US W

209 Thirty Oldest Unpaid Accounts - Real
210
211
212

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	8,748.30	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
RR	03-8899-00-45-2682.0000	4,945.29	10	SEAMARK INC.	SHILOH	HOLLY 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	03-8952-00-95-8737.0000	1,955.58	10	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	1,797.88	10	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	03-8971-00-12-8596.0000	1,733.10	10	LOUIS MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1568.0000	1,056.42	10	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	1,030.78	10	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	03-8962-00-50-0273.0000	883.88	10	DAISEY WILLIAMS BURNHAM	SHILOH	RAYMONS CREEK RD
R	01-7090-00-60-5052.0000	757.21	10	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8955-00-13-7846.0000	592.68	10	MARIE MERCER	CAMDEN	IVY NECK RD
R	02-8936-00-24-7426.0000	576.45	10	BRENICE PUGH	CAMDEN	113 BOURN ST
R	03-8980-00-61-1968.0000	249.67	10	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	01-7090-00-95-5262.0000	244.56	10	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-9809-00-45-1097.0000	202.56	10	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8841-00-37-0046.0000	157.01	10	ELIZABETH LONG	SHILOH	HIBISCUS
R	03-9809-00-17-2462.0000	141.58	10	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	01-7080-00-62-1977.0000	2,062.78	9	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-9809-00-24-6322.0000	550.77	9	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	03-8980-00-84-0931.0000	187.90	8	CARL TRUSCHER	SHILOH	218 BROAD CREEK RD
R	01-7998-01-08-6797.0000	3,928.32	7	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	02-8945-00-41-2060.0000	2,776.08	7	MICHELLE LEE TAYLOR SR. HEIRS	CAMDEN	169 BUSHELL RD
R	03-8962-00-04-9097.0000	1,856.31	7	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8990-00-64-8379.0000	792.39	7	CHRISTOPHER FROST-JOHNSON	SHILOH	LITTLE CREEK RD
R	02-8935-01-07-0916.0000	574.95	7	ROSSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	03-8962-00-70-7529.0000	512.66	7	MARY SNOWDEN	SHILOH	WICKHAM RD
R	01-8289-04-99-0938.0000	453.61	7	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-8962-00-60-7648.0000	281.10	7	WICKHAM RD	SHILOH	
R	02-8954-00-97-4350.0000	280.89	7	GEORGE SHAW	CAMDEN	TROTMAN RD N

213 Thirty Largest Unpaid Accounts - Personal
214
215
216

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	866.83	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	648.76	9	PAM BUNDY	SHILOH	105 AARON DR
P	0002194	516.98	3	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001827	483.28	6	KAREN BUNDY	CAMDEN	431 158 US W
P	0000295	412.03	1	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001230	411.11	6	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001681	312.08	6	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001694	288.99	6	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0002565	277.38	2	DYANE 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	10	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0001952	238.91	6	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0001638	210.76	1	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN
P	0000466	205.60	1	LAMBS OF CAMDEN	CAMDEN	152 HWY 158 W
P	0000905	204.42	3	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0000025	202.76	1	SCOTT C. ANKNEY	SOUTH MILLS	264 BINGHAM RD
P	0000846	201.12	2	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0002442	200.37	1	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0001250	194.43	1	MICHELLE 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
P	0001673	177.05	9	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0002886	170.36	6	GEORGE LINWOOD POWELL	CAMDEN	177 SANDHILLS RD
P	0000248	159.99	10	ROBERT H. OWENS	CAMDEN	A STREET

217

218 Thirty Largest Unpaid Accounts – Personal
219

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	0001673	9	177.05	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0000316	9	115.56	JAMES P. JONES	CAMDEN	142 SANDHILLS RD
P	0001827	8	483.28	KAREN BUNDY	CAMDEN	431 158 US W
P	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	STILES 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	0001925	3	224.42	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 P. 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

220
221
222
223
224

Motion to approve the tax report as presented.

225	RESULT:	PASSED [UNANIMOUS]
226	MOVER:	Garry Meiggs, Commissioner
227	AYES:	White, Krainiak, Meiggs, Munro
228	ABSENT:	Riggs

229
230
231

B. Communication Equipment Purchase

232 During the presentations portion of the commissioners meeting April 2, 2018, Sheriff Meads
233 made a presentation to the Board outlining the lessons learned from the recent active shooter
234 exercise hosted by his office. In his presentation he identified a major weakness that surfaced
235 during the exercise - the inability to communicate with other law enforcement members within
236 the structures (school buildings) using the standard issued radios. He has identified a vendor and
237 made a recommendation to correct the problem in the attached presentation.

238 A grant has been submitted to Firehouse Subs to assist in financing the purchase. The Board of
239 Education has approved \$20,000 to assist with the purchase of the repeaters. The Sheriff's
240 Office may be able to contribute as well.

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

244 This will eliminate a communication issue that has had a detrimental effect on the first
245 responders in these facilities during an emergency.

246 **Motion to approve the purchase of repeaters to be installed within the specified schools.**
 247

248	RESULT:	PASSED [UNANIMOUS]
249	MOVER:	Ross Munro, Commissioner
250	AYES:	White, Krainiak, Meiggs, Munro
251	ABSENT:	Riggs

252
 253 **ITEM 7. BOARD APPOINTMENTS**
 254

- 255 1. Home & Community Care Block Grant Appointment – Richard Trevena
- 256 2. Community Advisory Committee Reappointment – Clarann Mansfield

257
 258 **Motion to approve the appointees as presented.**
 259

260	RESULT:	PASSED [UNANIMOUS]
261	MOVER:	Garry Meiggs, Commissioner
262	AYES:	White, Krainiak, Meiggs, Munro
263	ABSENT:	Riggs

264
 265 **ITEM 8. CONSENT AGENDA**
 266

267 The Consent Agenda was amended to add as Item 8.S. the NC Hazard Mitigation Grant Program
 268 Agreement and Budget Amendment 2017-18-BA028.

- 269 A. BOC/BOE Joint Meeting Minutes – March 27, 2018
- 270
- 271 B. BOC Minutes – April 2, 2018 Work Session
- 272
- 273 C. BOC Minutes – April 2, 2018 Regular Meeting
- 274
- 275 D. FY 17-18 Budget Amendments

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:

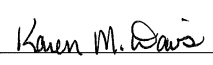
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10385510-434876	Grant-AED	\$19,626	
Expenses			
105100-565200	Capital Outlay-AED	\$19,626	

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

275

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:

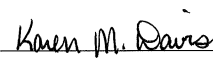
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses			
109990-500000	Contingency		\$11,000
106810-574107	Land Purchase	\$11,000	

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

276
277

Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)

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:

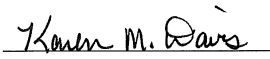
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses			
106120-503000	Part Time Salaries	\$2,500	
109990-50000	Contingency		\$2,500


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

278
279

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:

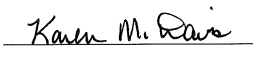
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10360612	MIPPA Grant	\$2,000	
10360612	Grant	\$5,000	
Expenses			
106120-503000	Part Time Salaries	\$1,434	
106120-505000	FICA	\$ 145	
106120-554000	Insurance		\$579
106120-514000	Travel		\$1,000
106120-537510	MIPPA Expenses	\$2,000	
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.

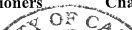
Balance in Contingency \$15,350.00

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

280



Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)

281 E. Budget Amendment Item 6.B.

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
Revenues			
10399400-439900	Fund Balance Appropriated	\$34,000	
Expenses			
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.

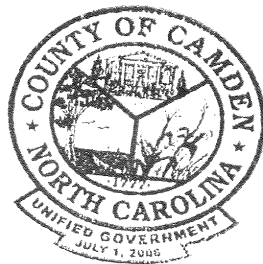
This will result in no change to the Contingency of the General Fund.

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.

Karen M. Davis
Clerk to Board of Commissioners

[Signature]
Chairman, Board of Commissioners



282
283
284
285
286
287

Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)

288
289

F. 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 12th 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/Decrease 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 12th day of April 2018.</p> <p><i>Charles White</i> Chairman, Board of Education</p> <p><i>Jan Fumell</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>7th</u> day of <u>May</u>, 2018.</p> <p><i>Charles White</i> Chairman, Board of County Commissioners</p> <p><i>Karen M. Davis</i> Clerk, Board of County Commissioners</p>
---	--

290
291
292

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	+ 2,000.00
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 12th day of April, 2018.

Charles White
Chairman, Board of Education

Jan Fumell
Secretary, Board of Education

293
294



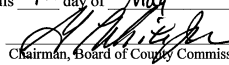


Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)

Budget Amendment
Camden County Schools Administrative Unit
Local Current Expense Fund

The Camden County Board of Education at a meeting on the 12th 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	.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 12th day of April 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>7th</u> day of <u>May</u> 20<u>18</u>.</p> <p> Chairman, Board of County Commissioners</p> <p> Clerk, Board of County Commissioners</p> 
--	---

295
296


BUDGET AMENDMENT
April 12, 2018

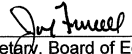
2. Local Current Expense Fund

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 12th day of April, 2018.


Chairman, Board of Education


Secretary, Board of Education

297
298

306

H. Pickups, Releases & Refunds

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-up/20663 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
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. Aydtlett	Roll back taxes \$134.59	Pick-up/20709 R-89613-15 R-96788-16 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

307
308

309

310 I. Vehicle Refunds Over \$100.00

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	0038835318	EPN5054	AUTHORIZED	83704004	Refund Generated due to proration on Bill #0038835318-2017-2017-0000-00	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	0001008985	AJM5427	AUTHORIZED	83023562	Refund Generated due to proration on Bill #0001008985-2017-2017-0000-00	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	83184836	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)

Submitted by Lisa S. Anderson Date 4-5-18
Lisa S. Anderson, Tax Administrator Camden County

Approved by Clayton D. Riggs Date 5-7-18
Clayton D. Riggs, Chairman Camden County Board of Commissioners

311
312
313
314

J. DMV Monthly Report

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.

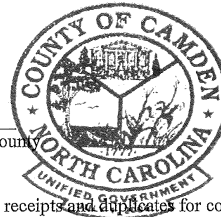
SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
20,213.08	21,354.36	14,063.99	55,631.43

Witness my hand and official seal this 8th day of May, 2018

[Signature]
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.

Lisa S. Anderson
Tax Administrator of Camden County

315

Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)

316 K. Surplus Property Requests – Sheriff’s Office
317

Item	Disposal Method	Suggested Value	Reason for Surplus
1989 International Truck	Trade for work performed on equipment	n/a	Blown engine, rusted truck body
Sandblasting Trailer	Trade for work performed on equipment	n/a	No longer useful to office

318
319
320 L. Surplus Property Requests – Register of Deeds
321

Item	Disposal Method	Suggested Value	Reason for Surplus
HP M9050 B&W Copier	GovDeals	\$50 starting bid	No longer needed

322
323
324 M. DSVC Funding Extension
325



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
LP MO – Contract Officer

CONCUR:

County Representative

Date

Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)

327 N. Estimated Property Values

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 _____

Tom White 5-8-17
~~CLAYTON D. RIGGS, CHAIRMAN~~ DATE
 Tom White, Vice Chairman

328
 329
 330
 331
 332
 333
 334
 335
 336
 337
 338
 339
 340

Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)

341
342

O. Grant Applications

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 0 children in our community.		This would have a direct impact on more than 0 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? 4.40 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 blank fields. Please do not contact the Foundation if fields appear blank.

343
344

Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)

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
Total	2,000.00

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

E-mail completed form to: 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

Total Project Cost:	<u>\$3,665,000</u>	Amount Requested from the Department of Commerce:	<u>\$2,748,750</u>
----------------------------	--------------------	--	--------------------

345

346

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+

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

347

348

Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)

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
Shonnie D. Wilson
 SIGNATURE OF REPRESENTATIVE
 2/8/2018
 DATE

ACT FORM ORG (11-90)

3

349
350
351
352

P. 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.

Tom White
 Tom White, Acting Chair
 Camden County Board of Commissioners

ATTEST:

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

353

Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)

- 354 Q. Set Public Hearing for 2019-2023 Capital Improvement Plan
- 355 R. Set Public Hearing on FY 18-19 Budget
- 356 S. N.C. Hazard Mitigation Grant Program Agreement & Budget Amendment
- 357

U.S. Department of Homeland Security
 FEMA Region IV
 3003 Chamblee Tucker Road
 Atlanta, GA 30341



FEMA

April 24, 2018

Michael A. Sprayberry, Director
 NC Department of Public Safety
 Division of Emergency Management
 4236 Mail Service Center
 Raleigh, NC 27699-4236

Attention: Nicholas Burk, Assistant Director for Resiliency

Reference: Hazard Mitigation Grant Program (HMGP) Project 4285-0004-R Camden
 County: Acquisition of five (5) Residential Structures

Dear Mr. Sprayberry:

I am pleased to inform you that the project referenced above has been approved for \$912,910 with a Federal share of \$684,683. The project non-federal share of \$228,227 is provided by the State of North Carolina.

The following is the approved Statement of Work (SOW) for the above referenced project:

Camden County proposes to acquire and demolish five (5) properties located within the boundaries of the special flood hazard area. The properties experienced damage caused by the flooding of the Pasquotank River and Albemarle Sound caused by Hurricane Matthew. The structures will be demolished, including complete removal of the existing foundations. If complete removal is not possible then the existing foundations will be taken down to a depth of approximately 2 to 3 feet below the soil surface and adequately drilled to allow for drainage. The demolition of the structures will require fine grading only. Ground disturbance will be limited to the immediate area of the demolished properties, and the staging areas will be located within the footprint of the existing property boundaries. Debris will be removed and the properties will initially be stabilized with clean soils, graded, and seeded to prevent erosion. The deed to the property will be transferred to Camden County with restrictions imposed for the site to remain as open space in perpetuity as defined in 44 CFR § 206.434 (d). Camden County will perform all maintenance on the parcels acquired.

358
 359

Property Locations:

Address	City	State	Zip	Latitude	Longitude
113 Bunker Hill Road	South Mills	NC	27976	36.442712	-76.312624
124 Stiles Lane	South Mills	NC	27976	36.465195	-76.284388
130-A Stiles Lane	South Mills	NC	27976	36.465198	-76.283889
130 Stiles Lane	South Mills	NC	27976	36.464807	-76.284305
261 Bingham Road	South Mills	NC	27976	36.410165	-76.304560

The following project conditions must be met:

- Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.
- This review does not address all federal, state, and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state, and local laws. Failure to obtain all appropriate federal, state, and local environmental permits and clearances may jeopardize federal funding.
- If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.
- EO 11988: Applicant must obtain floodplain permit or concurrence, as required by the applicable local floodplain ordinance, from the local floodplain administrator before work begins.
- CZMA: Before beginning any work, the Coastal Management Local Permit Office for Camden County must be notified of the construction activities to include the dimensions of the building, its location and the landowner's name, address and telephone number to determine if permits are required for the properties. A copy of any permits or certificates must be forwarded to FEMA upon closeout in order not to jeopardize funding.
- NHPA: If human remains or intact archaeological deposits are uncovered, work in the vicinity of the discovery will stop immediately and all reasonable measures to avoid or minimize harm to the finds will be taken. The applicant will ensure that archaeological discoveries are secured in place, that access to the sensitive area is restricted, and that all reasonable measures are taken to avoid further disturbance of the discoveries. The applicant's contractor will provide immediate notice of such discoveries to the applicant. The applicant shall contact the North Carolina State Archaeologist and FEMA within 24 hours of the discovery. Work in the vicinity of the discovery may not resume until FEMA has completed consultation with SHPO, Tribes, and other consulting parties as necessary. In the event that unmarked human remains are

encountered during permitted activities, all work shall stop immediately and the proper authorities notified in accordance with North Carolina Statutes, Section 70-29.

- NHPA: Any changes to the approved scope of work will require submission to, and evaluation and approval by, the State and FEMA, to initiation of any work, for compliance with Section 106.
- RCRA: Unusable equipment, debris and material shall be disposed of in an approved manner and location. In the event significant items (or evidence thereof) are discovered during implementation of the project, applicant shall handle, manage, and dispose of petroleum products, hazardous materials and toxic waste in accordance to the requirements and to the satisfaction of the governing local, state and federal agencies.
- RCRA: If any asbestos containing material, lead based paint, and/or other toxic materials are found during construction activities, the applicant must comply with all federal, state and local abatement and disposal requirements. Upon closeout, the applicant must provide Notice of Demolition or Asbestos Renovation forms and confirmation that any ACM were taken to an authorized landfill for such materials.

360

361

FEMA will not establish activity completion timeframes for individual subgrants. The period of performance of the grant award will be 36 months from the close of the application period for DR-4285.

This project must adhere to all program guidelines established for the Hazard Mitigation Grant Program.

For close-out of this project, the Governor's Authorized Representative shall send a letter of request to close the project programmatically and financially. The letter will include the following: the date work on the project was fully completed, the date of the Grantee's final site inspection for the project, the final total project cost and Federal share, any cost overrun, a certification that reported costs were incurred in the performance of eligible work, that the approved work was completed, that the required programmatic, environmental, and any other conditions were met (including attachment of any required documentation) and that the mitigation measure is in compliance with the provisions of the Agreement Articles and this approval letter. A copy of the Grantee's final site inspection report will be enclosed with the close-out request letter. This report will contain, at minimum, all the data fields required for final site inspection reports for our HMGP program. The Grantee will ensure that all documentation necessary to close the project in the Property Site Inventory is also provided in the close-out request letter. For property acquisition and relocation projects, signed and dated copies of the open space deed restrictions must be provided at close-out.

Quarterly progress reports for HMGP projects are required. Please include this HMGP project in your future quarterly reports.

The National Environmental Policy Act (NEPA) stipulates that additions or amendments to a HMGP subgrantee SOW may have to be reviewed by all State and Federal agencies participating in the NEPA process.

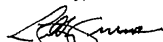
The State (grantee) must obtain prior approval from the Federal Emergency Management Agency (FEMA) before implementing changes to the approved project SOW. Per the Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments:

- The grantee must obtain prior written approval for any budget revision which would result in a need for additional funds.
- A change in the scope of work must be approved by FEMA in advance regardless of the budget implications.
- The grantee must notify FEMA as soon as significant developments become known, such as delays or adverse conditions that might raise costs or delay completion, or favorable conditions allowing lower cost or earlier completion.
- Any extensions of the grant POP must be submitted to FEMA 60 days prior to the expiration date.

The obligation report is enclosed for your records. Management and environmental reports are available in NEMIS. The obligated funds are available for withdrawal from Smartlink on sub-account number 4285NCP0000045.

If you have any questions, please contact Shemeeka Hopkins, HMA Specialist at (770) 220-8788.

Sincerely,



Libby Turner,
Federal Coordinating Officer
FEMA-DR-4285-NC

362
363

364
365

Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)

2017-18-BA028
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 Community Grant Programs Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
14360525-402000	FEMA-Federal	\$684,683	
14360525-402005	FEMA-State	\$228,227	
Expenses			
145025-535010	Project Costs	\$843,910	

This Budget Amendment is made to appropriate funds for FEMA Hazard Mitigation Grant.

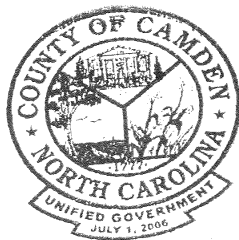
This will result in no change to the Contingency of the General Fund.

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



366
367
368
369
370
371
372
373
374
375

Motion to approve the Consent Agenda as amended.

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

Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)

376 **ITEM 9. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES**
377

378 The following items were provided to the commissioners for information purposes:
379

- 380 A. Register of Deeds Reports
- 381 B. Library Statistical Reports
- 382 C. FY18-19 Year to Date Finance Report
- 383 D. ARHS 2017 Annual Child Fatality Prevention Team Report

384
385
386 **ITEM 10. COUNTY MANAGER’S REPORT**
387

388 Included in Mr. Bowman’s Report:

- 389 • Public Hearing dates have been set for the 2019-2023 Capital Improvement Plan and
390 FY18-19 Budget – June 4, 2018
- 391 • Budget Work Session – May 22, 2018 at 2:00 PM in the Historic Courtroom
- 392 • Election Day – May 8, 2018

393
394 **ITEM 11. COMMISSIONERS’ REPORTS**
395

- 396 • Commissioner Krainiak encouraged the community to voice their concerns and
397 suggestions in regard to the Capital Improvement Plan.
- 398 • Commissioner Munro recognized Mr. Charlie White, 91, a Camden citizen who fought in
399 the Battle of the Bulge and expressed his appreciation for Mr. White’s service to our
400 country.

401
402 **ITEM 12. ADJOURN**
403

404 There being no further matters to come before the Board, Vice Chairman White called for a
405 motion to adjourn.

406
407 **Motion to adjourn.**
408

409	RESULT:	PASSED [UNANIMOUS]
410	MOVER:	Randy Krainiak, Commissioner
411	AYES:	White, Krainiak, Meiggs, Munro
412	ABSENT:	Riggs

413
414 Vice Chairman White adjourned the meeting of the Camden County Board of Commissioners at
415 7:50 PM.
416

Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)

417
418
419
420
421
422
423
424
425

ATTEST:

Karen M. Davis, Clerk to the Board

Tom White, Acting Chairman
Camden County Board of Commissioners

Attachment: bocminutes_050718 (2050 : BOC Minutes - May 7, 2018)



CAMDENCOUNTY

new energy. new vision.

Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.B
Meeting Date: June 04, 2018

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

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

Attachments: 17-18-BA029 DOT Reimb (DOC)
17-18-BA030 B&G Maint (DOC)
Budget Transfer memo 5-30-18 (PDF)

Summary: Attached Budget Amendments

Recommendation: Approve

2017-18-BA029
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 South Camden Water & Sewer Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
30380720-433500	Miscellaneous (NC DOT Reimb)	\$6,000	
Expenses			
307200-503200	Engineering Fees	\$6,000	

This Budget Amendment is made to appropriate funds for Sawyer's Creek Bridge Water Line Engineering design plan and specifications.

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 4th day of June, 2018.

 Clerk to Board of Commissioners

 Chairman, Board of Commissioners

Attachment: 17-18-BA029 DOT Reimb (2064 : FY 17-18 Budget Amendments)

2017-18-BA030
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
Expenses			
109990-500000	Contingency		\$8,500
105000-515000	Maintenance-Building	\$7,000	
105000-545000	Contracted Services	\$1,500	

This Budget Amendment is made to appropriate funds for Courthouse AC Unit Repair and Contracted Labor for Janitorial Services.

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

Balance in Contingency \$6,850.00

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 4th day of June, 2018.

Clerk to Board of Commissioners

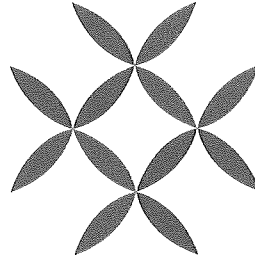
Chairman, Board of Commissioners

BOARD OF COMMISSIONERS

CLAYTON D. RIGGS
Chairman

G. TOM WHITE
Vice Chairman

GARRY W. MEIGGS
RANDY KRAINIAK
ROSS B. MUNRO



CAMDENCOUNTY
new energy. new vision.

KEN BOWMAN
County Manager

KAREN M. DAVIS
Clerk to the Board

JOHN S. MORRISON
County Attorney

OFFICIAL REPORT

TO: Board of Commissioners

FROM: Budget Officer

DATE: May 30, 2018

SUBJECT: Budget transfers

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

Attached are such transfers to adjust appropriations for purchase of a Road Side Message Control Board.

Attachment: Budget Transfer memo 5-30-18 (2064 : FY 17-18 Budget Amendments)

YEAR PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2018	11	122 BUA	05/30/2018	05/30/2018	LIA w/MEMOSHUMPHRIES		1	N	Hist	2018	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	104200	502000					LIA				
		0010.4200.0000.00.502000.					SALARIES				
2	105100	574000					LIA				
		0010.5100.0000.00.574000.					CAPITAL OUTLAY		3,900.00		
									** JOURNAL TOTAL	0.00	0.00
									** GRAND TOTAL	0.00	0.00

1 Journals printed

** END OF REPORT - Generated by Stephanie Humphries **



CAMDENCOUNTY

new energy. new vision.

Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.C
Meeting Date: June 04, 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


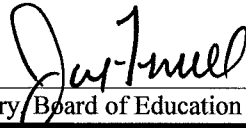
Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 10th day of May, 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												
<p>Explanation:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Total Appropriation in Current Budget</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 15%; text-align: right;">456,927.00</td> <td style="width: 15%;"></td> </tr> <tr> <td>Amount of Increase/Decrease of Above Amendment</td> <td></td> <td></td> <td style="text-align: right;">.00</td> </tr> <tr> <td>Total Appropriation in Current Amended Budget</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">456,927.00</td> <td></td> </tr> </table>				Total Appropriation in Current Budget	\$	456,927.00		Amount of Increase/Decrease of Above Amendment			.00	Total Appropriation in Current Amended Budget	\$	456,927.00	
Total Appropriation in Current Budget	\$	456,927.00													
Amount of Increase/Decrease of Above Amendment			.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 10th day of May 2018.</p> <div style="text-align: center;">  _____ Chairman, Board of Education </div> <div style="text-align: center;">  _____ Secretary, Board of Education </div>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20 ____.</p> <div style="text-align: center;"> _____ Chairman, Board of County Commissioners </div> <div style="text-align: center;"> _____ Clerk, Board of County Commissioners </div>
--	---

Attachment: School Budget Amendments (2051 : School Budget Amendments)

BUDGET AMENDMENT
May 10, 2018

8. Other Local Current Expense Fund

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

Afterschool Care

7100.701.188	Annual Leave Payoff	\$	+	950.00
7100.701.211	Emp Soc Sec Costs		-	1,480.00
7100.701.221	Emp Retirement Costs		-	1,500.00
7100.701.312	Workshop Expenses		+	30.00
7100.701.451	Pur of Snacks		+	<u>2,000.00</u>

Total – Afterschool Care \$ + .00

B. We have reviewed this area of the budget and must transfer funds within in the program to cover the drivers and benefits We request your approval of the following amendment.

Activity Bus

6550.706.171	Salary - Driver	\$	+	5,000.00
6550.706.211	Emp Soc Sec Costs		+	500.00
6550.706.319	Drug Testing		-	700.00
6550.706.326	Cont Repair & Mtce Equip		+	700.00
6550.706.422	Repair Parts		-	3,900.00
6550.706.423	Gas/Diesel		-	270.00
6550.706.461	Pur of Non-Cap Equipment		-	<u>1,330.00</u>

Total – Activity Bus \$ + .00

Passed by majority vote of the Board of Education of Camden County on the 10th day of May, 2018.



Chairman, Board of Education



Secretary Board of Education

Attachment: School Budget Amendments (2051 : School Budget Amendments)

Budget Amendment

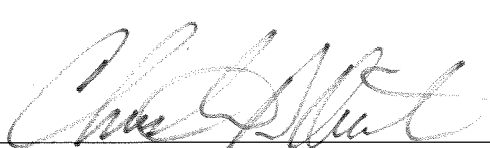
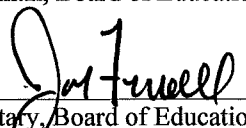
Camden County Schools Administrative Unit

Local Current Expense Fund

The Camden County Board of Education at a meeting on the 10th day of May, 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	4,362.00	
5200	Special Instructional Programs	2,885.00	
5400	School Building Administration	213.00	
5800	School Based Support Services		27,240.00
6100	Regular Inst. Support Services		30.00
6500	Operational Support Services	20,128.00	
6900	Policy, Ldrshp, & Pub Relations		318.00
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 10th day of May 2018.</p> <p></p> <p>Chairman, Board of Education</p> <p></p> <p>Secretary, Board of Education</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20__.</p> <p>_____ Chairman, Board of County Commissioners</p> <p>_____ Clerk, Board of County Commissioners</p>
--	--

Attachment: School Budget Amendments (2051 : School Budget Amendments)

BUDGET AMENDMENT
May 10, 2018

2. Local Current Expense Fund

- A. We have reviewed this program area and must transfer funds to other programs to cover expenses. We request your approval of the following amendment.

Transportation of Pupils

6550.056.326	Cont Repair & Maint – Equip	\$ - 100.00
6550.056.331	Contracted Transportation	+ 100.00
6550.056.418	Computer Software & Supplies	- <u>872.00</u>
Total – Transportation of Pupils		\$ - 872.00

- 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.

Operation of Plant

6530.802.321...40	Utilities – Electric	\$ + 125.00
6530.802.322...40	Utilities – Natural Gas	+ 4,500.00
6540.802.231...40	Emp Hosp Ins Costs	+ 85.00
6540.802.323...40	Utilities – Water	- 6,000.00
6540.802.341...40	Telephone	- 1,500.00
6540.802.411...40	Supplies & Materials	+ 9,000.00
6540.802.461...40	Pur of Non-Cap Equipment	- <u>600.00</u>
Total – Operation of Plant		\$ + 5,610.00

- C. We have reviewed this area of the budget and must transfer fund to other program areas to cover the costs within the program. We request your approval of the following amendment.

Maintenance of Plant

6580.802.175...50	Salaries – Mtce Workers	\$ - 1,000.00
6580.802.211...50	Emp Soc Sec Costs	- 500.00
6580.802.221...50	Emp Retirement Costs	- 400.00
6580.802.311...50	Contracted Services	+ 12,000.00
6580.802.352...50	Professional Certification	- 500.00
6580.802.361...50	Membership Dues & Fees	- 490.00
6580.802.391...50	Storm Water Fees	+ 500.00
6580.802.418...50	Comp Software & Supplies	- 120.00
6580.802.422...50	General Maintenance	+ 6,100.00

BUDGET AMENDMENT
Local Current Expense Fund
May 10, 2018, Page 2

6580.802.423...50 Gas – Mtce Vehicle	-	<u>200.00</u>
Total – Operation of Plant	\$	+ 15,390.00

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

Classroom Teacher

5210.841.121 Salary – Teacher	\$	+ 1,400.00
5210.841.211 Emp Soc Sec Costs		+ 220.00
5210.841.221 Emp Retirement Costs		+ 620.00
5210.841.231 Emp Hosp Ins Costs		<u>+ 500.00</u>
Total – Office of Superintendent	\$	+ 2,740.00

- E. We have reviewed this area of the budget and find that we can transfer funds to cover other budgeted areas. We request your approval of the following amendment.

Classroom Support

5110.842.162 Substitute Pay	\$	+ 10,240.00
5110.842.411.310 Instructional Supplies		- 800.00
5110.842.462.310 Pur of Non-Cap Comp Hdwe		+ 800.00
5110.842.315.304 Reproduction Costs		- 3,000.00
5110.842.333.304 Field Trips		+ 3,000.00
5110.842.315.350 Reproduction Costs		+ 2,800.00
5110.842.333.350 Field Trips		- 1,800.00
5110.842.411.350 Instructional Supplies		- 1,000.00
5830.842.131 Salary – Guidance Counselor		- 20,850.00
5830.842.211 Emp Soc Sec Costs		- 6,600.00
5830.842.221 Emp Retirement Costs		+ 1,710.00
5830.842.231 Emp Hosp Ins Costs		<u>- 1,500.00</u>
Total – Classroom Support	\$	- 17,000.00

- F. We have reviewed this area of the budget and find that we must transfer funds to other program areas to cover expenses. We request your approval of the following amendment.

Band Program

5110.844.121 Salary – Teacher	\$	+ 120.00
-------------------------------	----	----------



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.D
Meeting Date: June 04, 2018

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

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

Attachments: Tax Collection Report (PDF)

Recommendation:
Review and approve.



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.E
Meeting Date: June 04, 2018

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

Item Title **Vehicle Refunds Over \$100.00**

Attachments: 20180501150425195.pdf (PDF)

Summary: Vehicle Refunds Over \$100.00 for April, 2018

Recommendation: Review and Approve

REFUNDS OVER \$100.00

North Carolina Vehicle Tax System

NCVTS Pending Refund report



REFUNDS OVER \$100.00 APRIL 18

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	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		
JAMES, BRANDY DIANE	JAMES, BRANDY DIANE		106 EDNEY CREEK CT		SOUTH MILLS, NC 27196	Proration	0041669476	FEK4739	AUTHORIZED	86430106	Refund Generated due to proration on Bill #0041669476-2017-2017-0000-00	Tag Surrender	04/19/2018	4/30/2018 12:53:08 PM	1843	Tax	(\$269.45)	\$0.00	(\$269.45)		
KNOWLES, WILLIAM WALTER	KNOWLES, WILLIAM WALTER		299 PONDEROSA DR		SOUTH MILLS, NC 27196	Proration	0039298126	HD31059	AUTHORIZED	84554554	Refund Generated due to proration on Bill #0039298126-2017-2017-0000-00	Tag Surrender	04/04/2018	4/5/2018 11:39:20 AM	1843	Tax	(\$104.74)	\$0.00	(\$104.74)		
																		Refund	\$273.24		
																			Refund	(\$1.48)	
																			Refund	\$106.22	

Submitted by Lisa S. Anderson Date 5-1-18
Lisa S. Anderson, Tax Administrator Camden County

Approved by Clayton D. Riggs, Chairman Camden Co. Board of Commissioners Date _____



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.F
Meeting Date: June 04, 2018

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

Item Title Refunds Over \$100.00

Attachments: 20180501150432415.pdf (PDF)

Summary: Refunds Over \$100.00

Recommendation: Review and Approve

REFUNDS OVER \$100.00

CAMDEN COUNTY

Refunds to be Issued by Finance Office

Refund#	Remit To:	NC 27974	Reference:	Drawer/Transaction Info:
214.16	DAVIS, JAMES 121 SHORE DRIVE SHILOH	NC 27974	2015 R 03-8952-01-45-9440.0000 VALUE ADJUSTMENT #R92361/2015	20180430 99 239663
214.16	DAVIS, JAMES 121 SHORE DRIVE SHILOH	NC 27974	2016 R 03-8952-01-45-9440.0000 VALUE ADJUSTMENT R99532/16	20180430 99 239664
223.47	DAVIS, JAMES 121 SHORE DRIVE SHILOH	NC 27974	2017 R 03-8952-01-45-9440.0000 VALUE ADJUSTMENT R106754/17	20180430 99 239665
107.71	FEREBEE, TONIA BANKS PO BOX 304 CAMDEN	NC 279210304	2015 R 02-8937-00-41-9024.0000 overpayment	20180312 1 239061
1,287.86	M & M ASSOCIATES LIMITED 3200 PACIFIC AVE, STE 101 VIRGINIA BEACH VA 23451	VA 23451	2017 R 01-7997-00-98-2023.0001 VALUE CORRECTION R102758/2017	20180430 99 239674
1,234.19	M & M ASSOCIATES LIMITED 3200 PACIFIC AVE, STE 101 VIRGINIA BEACH VA 23451	VA 23451	2016 R 01-7997-00-98-2023.0001 VALUE CORRECTION R95540/2016	20180430 99 239676
1,234.19	M & M ASSOCIATES LIMITED 3200 PACIFIC AVE, STE 101 VIRGINIA BEACH VA 23451	VA 23451	2015 R 01-7997-00-98-2023.0001 VALUE CORRECTION R88388/2015	20180430 99 239677
1,203.49	M & M ASSOCIATES LIMITED 3200 PACIFIC AVE, STE 101 VIRGINIA BEACH VA 23451	VA 23451	2014 R 01-7997-00-98-2023.0001 VALUE CORRECTION R81275/2014	20180430 99 239680
1,203.49	M & M ASSOCIATES LIMITED 3200 PACIFIC AVE, STE 101 VIRGINIA BEACH VA 23451	VA 23451	2013 R 01-7997-00-98-2023.0001 VALUE CORRECTION R69804/2013	20180430 99 239681
117.31	M & M ASSOCIATES LIMITED 3200 PACIFIC AVE, STE 101 VIRGINIA BEACH VA 23451	VA 23451	2014 R 01-7997-00-83-3321.0001 VALUE CORRECTION R81270/2014	20180430 99 239689
103.82	SAWYER, WAVERLY MEIGGS 117 HAVENWOOD DR CAMDEN	NC 27921	2015 R 01-7997-00-98-2023.0000 VALUE CORRECTION R89035/2015	20180430 99 239684
103.82	SAWYER, WAVERLY MEIGGS 117 HAVENWOOD DR CAMDEN	NC 27921	2016 R 01-7997-00-98-2023.0000 VALUE CORRECTION R96179/2016	20180430 99 239686
108.32	SAWYER, WAVERLY MEIGGS 117 HAVENWOOD DR CAMDEN	NC 27921	2017 R 01-7997-00-98-2023.0000 VALUE CORRECTION R103407/2017	20180430 99 239687

ACS Tax System
5/01/18 9:57:40

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

CAMDEN COUNTY

Page 2

Refund\$ Remit To:
7,355.99 Total Refunds

Reference:
Drawer/Transaction Info:

Submitted by Lisa Anderson Date 5-1-18
Lisa Anderson, Tax Administrator Camden County

Approved by Clayton D. Riggs, Chairman, Camden Co. Board of Commissioners Date _____



CAMDENCOUNTY

new energy. new vision.

Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.G
Meeting Date: June 04, 2018

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

Item Title **DMV Monthly Report**

Attachments: 20180509114552945.pdf (PDF)

Summary: DMV Monthly Report July, 2018 Renewals Due 8/15/18

Recommendation: Review and Approve

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County July Renewals Due 8/15/18

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
24,506.50	23,782.72	14,400.28	62,689.50

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.

Lisa S. Anderson

Tax Administrator of Camden County

Attachment: 20180509114552945.pdf (2048 : DMV Monthly Report)



CAMDENCOUNTY

new energy. new vision.

Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.H
Meeting Date: June 04, 2018

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

Item Title **Proclamation - Vulnerable Adult & Elder Abuse Awareness**

Attachments: Vulnerable Adult and Elder Abuse (DOCX)

Summary:
The Board of Commissioners has been requested by the Area Agency on Aging to adopt the attached proclamation.

Recommendation:
Review and adopt proclamation.



**Vulnerable Adult and Elder Abuse
Awareness Months Proclamation
2018**

WHEREAS, North Carolina joins the world in recognizing World Elder Abuse Awareness Day every June 15; and

WHEREAS, protecting North Carolina's vulnerable and older adults is a community responsibility, and all citizens are charged under state law to report suspected abuse, neglect, or exploitation to their local County Department of Social Services; and

WHEREAS, North Carolina's vulnerable and older adults of all social, economic, racial, and ethnic backgrounds may be targets of abuse, neglect, or exploitation which can occur in families, long-term care settings, and communities; and

WHEREAS, in state Fiscal Year 2017, there were 27,483 reports of abuse, neglect, or exploitation of vulnerable and older adults made to North Carolina's 100 County Departments of Social Services; and

WHEREAS, national and international research shows that abuse, neglect, and exploitation of vulnerable and older adults is grossly underreported; and

WHEREAS, the State of North Carolina enacted the nation's first elder abuse law, and recognizes the need for a comprehensive system of protection for vulnerable and older adults; and

WHEREAS, Mother's and Father's Days are national holidays intended to honor, respect, and promote the dignity and well-being of our older citizens;

NOW, THEREFORE, we, the Camden County Board of Commissioners, do hereby proclaim Mother's Day through Father's Day, May 13 – June 17, 2018, as "**VULNERABLE ADULT AND ELDER ABUSE AWARENESS MONTHS**" in Camden County, and commend observance to all citizens.

Adopt this the 4th day of June, 2018.

Clayton D. Riggs, Chairman
Camden County Board of Commissioners

ATTEST:

Karen M. Davis
Clerk to the Board



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Other Matters

Item Number: 11.A
Meeting Date: June 04, 2018
Submitted By: Karen Davis, Clerk to the Board
Board of Commissioners
Prepared by: Karen Davis

Item Title **Code Enforcement**

Attachments:

Summary:
Requested by Chairman Riggs to be placed on the agenda for discussion.