



CAMDEN COUNTY
NORTH CAROLINA • USA

Boundless Opportunities.

BOARD OF COMMISSIONERS

**January 04, 2021
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
January 04, 2021
7:00 PM
Historic Courtroom, Courthouse Complex**

Welcome & Call to Order

Invocation & Pledge of Allegiance

Chief Deputy Rodney Meads - Camden County Sheriff's Office

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)

A. Sheriff Kevin Jones

Recess to South Camden Water & Sewer District Board of Directors

Reconvene Board of Commissioners

ITEM 5. Public Hearings

A. Sale of Former Medical Building - Ken Bowman

B. Text Amendment Urban Open Space - Dan Porter

C. Preliminary Plan Camden Station Major Subdivision - Amber Curling

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

- A. Tax Report - Lisa Anderson
- B. Camden County Code of Ordinances Chapter 70 Revision - Ken Bowman

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

- A. Tourism Development Authority
- B. Adult Care Home Community Advisory Committee
- C. South Camden Fire Commission
- D. Regional Advisory Council - Area Agency on Aging

ITEM 8. Consent Agenda

- A. BOC Meeting Minutes - December 7, 2020
- B. BOC/BOE Joint Meeting Minutes - December 7, 2020
- C. Budget Amendments
- D. School Budget Amendments
- E. Tax Collection Report
- F. DMV Monthly Report
- G. Refunds Over \$100.00
- H. Pickups, Releases & Refunds
- I. Community Services Block Grant
- J. Surplus Property

ITEM 9. County Manager's Report

ITEM 10. Commissioners' Reports

ITEM 11. Information, Reports & Minutes From Other Agencies

- A. Register of Deeds Report
- B. Library Report

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

ITEM 13. Adjourn



CAMDEN COUNTY
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Presentations

Item Number: 4.A
Meeting Date: January 04, 2021
Submitted By: Karen Davis, Clerk to the Board
Administration
Prepared by: Karen Davis
Item Title Sheriff Kevin Jones

Attachments:

Sheriff Jones will be present citizen and staff awards.



CAMDEN COUNTY

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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Public Hearings

Item Number: 5.A
Meeting Date: January 04, 2021
Submitted By: Ken Bowman,
 Administration
 Prepared by: Karen Davis

Item Title **Sale of Former Medical Park Building**

Attachments: Performance Agreement-Final (1) (version 4) (PDF)

Summary:

Camden County acquired the former medical building in 2017 along with another property during a settlement with Trillium and Pasquotank County.

The building sits on approximately 1 acre and has been vacant for about 5 years. Therapeutic Medical Services and Child, Youth and Family Services approached the County with an offer to purchase the property with a total investment in land, buildings, and equipment of approximately \$372 Thousand. They further plan to employ 11 new full-time positions with annual compensation totaling \$422K. An fair market assessment was conducted with a comparable property in Elizabeth City and the price is in line with what they are offering.

Recommendation: Accept the offer in accordance with the terms outlined in the Performance Agreement and authorize the Vice Chairman to sign the Performance Agreement and the County Manager to sign the Deed and other transaction documents.

PERFORMANCE AGREEMENT

This Performance Agreement (the “Agreement”) is made and entered into as of January 4, 2021 by and between Camden County, North Carolina, acting by and through the Board of Commissioners and Helianthus Positive Behavior Supports LLC (the “Company”).

WHEREAS, the Company has acquired certain real property in the Camden Medical Park, Camden County, North Carolina, containing the former medical building and approximately 1 +/- acres, more or less, (the “Facility Site”), for the location of Therapeutic Medical Services and Child, Youth and Family Services (the “Project”). The Company contemplates an investment in Camden County in land, buildings, and equipment of approximately \$372 Thousand within Thirty-Six Months (36) months of the acquisition of the Site, and further contemplates creation of 11 new full-time jobs by that time, all with an average total annual compensation, estimated at \$422,000, with expected annual direct tax revenues upwards of \$5000.00 annually, and proposes to maintain such investment and number of jobs for at least three (3) years; and

WHEREAS, the County has determined that the proposed Project will benefit the residents of Camden County, North Carolina by stimulating local commerce and trade, increasing employment, and providing substantial direct tax revenues; and

WHEREAS, the parties hereto acknowledge that the participation by the County is for the benefit of the residents of the County and therefore the Company recognizes its obligation to employ residents of the County whenever possible; and

WHEREAS, the parties hereto wish to articulate and pledge their mutual commitments to one another.

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein, and other good and valuable consideration, the parties agree as follows:

Attachment: Performance Agreement-Final (1) (version 4) (2872 : Sale of Former Medical Park Building)

**ARTICLE I
OBJECTIVES**

1.1 The parties hereby agree that, in consideration of the Company undertaking the Project with its employment opportunities, investment, tax revenues and utility revenues in the County, the County intends to provide the respective incentives set forth herein.

1.2 The Company hereby agrees that in consideration of the provision of said incentives, it intends to develop and maintain the Project in the County in accordance with the terms hereof and undertake reasonable efforts to employ residents of Camden County.

**ARTICLE II
THE COMPANY’S COMMITMENTS**

2.1 In consideration of the performance by the County of their Commitments set out in Article III, the Company proposes that the Project will result in the following:

(i) An investment in land, buildings, and equipment of not less than \$372 Thousand within thirty-six (36) months following the acquisition of the property and maintain such land, buildings, and equipment for a period of five (5) years (the “Maintenance Period”) commencing on the date of issuance of the Certificate of Occupancy for The Facility.

2.2 The Company proposes to comply in all material respects with all federal, state, and local regulations, sewer ordinance, and requirements related to the Project, including other documentation in connection with all incentive programs as described in this Performance Agreement.

Attachment: Performance Agreement-Final (1) (version 4) (2872 : Sale of Former Medical Park Building)

**ARTICLE III
THE COUNTY’S COMMITMENTS**

3.1 The County, acting by and through the Board of Commissioners, acknowledges that certain commitments are hereby made to the Company to induce it to develop the Project in Camden County, North Carolina.

3.2 The County, pursuant to statutory authority, proposes to provide the following assistance in support of the Project:

- (i) the county will ensure all HVAC units are serviced and operating properly and
- (ii) the waste water connections are made to public sewer and the septic tank is decommissioned.

**ARTICLE IV
REMEDIES FOR FAILURE TO PERFORM**

4.1 The Company will provide reasonable verification of its compliance with the maintenance commitment and the investment commitment as set out in Article II, Section 2.1 (i) herein. Progress reports will be provided annually on April 1, 2022, and covering the period through the end of the prior calendar year. With each such progress report, the Company shall report to County the amount invested and maintained by the Company in the prior calendar year. County pledges to the Company that it considers such information to be confidential proprietary information that is exempt from public disclosure under the North Carolina Freedom of Information Act and that such information will be used by County solely in calculating aggregate return on invested capital analyses for purposes of gauging the overall effectiveness of economic development incentives.

4.2 **Repayment Obligation:** If the Company fails to meet or defaults on its investment obligation at any time during the Maintenance Period as set out in Article II, 2.1(i) of this Performance Agreement, then the County shall provide the Company with a written notice of default after which the Company will be given ninety (90) days following receipt of such notice to cure such default. If the default has not been cured by the end of the ninety (90) day period, the Company shall repay to the County that portion of the value of the incentives as set forth in Section 3.2 (i) (ii) that is proportional to the shortfall.

Attachment: Performance Agreement-Final (1) (version 4) (2872 : Sale of Former Medical Park Building)

4.3 Determination of Inability to Comply: If the County shall determine at any time prior to the expiration of the Maintenance Period that the Company is unable or unwilling to meet and Maintain its Investment, and if the County shall have promptly notified the Company of such determination, the Company must repay to the County that portion of the value of the incentives as set forth in Section 3.2 (i) (ii), that is proportional to the shortfall. Such a determination will be based on such circumstances as a filing by or on behalf of the Company under Chapter 7 of the U.S. Bankruptcy Code, the liquidation of the Company, an abandonment of the Facility by the Company or other similar significant event that demonstrates the Company will be unable or is unwilling to satisfy the Target for the economic incentives. Such repayment shall be due from the Company to the County within ninety days of the written notice by County.

**ARTICLE V
MISCELLANEOUS**

5.1 The parties agree to execute and deliver such additional instruments and documents, provide such additional financial or technical information, and to act with due diligence and good faith to comply with the terms of this Performance Agreement, and to work together in a mutually supportive manner to accomplish the realization of the Project.

5.2 The terms of this Performance Agreement shall be subject to the approval of the County’s Board of Commissioners and the Company.

5.3 All communications and notices regarding this Performance Agreement shall be delivered by registered first class mail, postage prepaid, or by nationally recognized courier for delivery on the next business day, or by telecopy (with such telecopy to be promptly confirmed in writing sent by mail or overnight courier as aforesaid) as follows:

Attachment: Performance Agreement-Final (1) (version 4) (2872 : Sale of Former Medical Park Building)

CAMDEN COUNTY

County Manager
P.O. Box 190
330 East Highway 158
Camden, NC 27921
kbowman@camdencountync.gov

HELIANTHUS POSITIVE BEHAVIOR SUPPORTS LLC

Tiffany Michels
108 Rocky Top Rd
Moyock, NC 27958
tmichels@helianthuspbs.com

IN WITNESS WHEREOF, the Company has caused its name to be hereunto subscribed by its Board of Directors, and the County has caused its name to be hereunto subscribed by the Chairman of the Board of Commissioners and the Clerk of the Board, as of the date hereinafter written.

CAMDEN COUNTY, NORTH CAROLINA
BOARD OF COMMISSIONERS

DATE BY: _____
Ross Munro, Vice-Chairman

ATTESTED BY:

Clerk to the Board

HELIANTHUS POSITIVE BEHAVIOR
SUPPORTS LLC

12/15/2020
DATE By:  dotloop verified
12/15/20 4:32 PM EST
QZ4E-LDBY-4X0N-V5R3
Tiffany Michels, President /Owner

ATTESTED BY:

Attachment: Performance Agreement-Final (1) (version 4) (2872 : Sale of Former Medical Park Building)



CAMDEN COUNTY
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Public Hearings

Item Number: 5.B
Meeting Date: January 04, 2021
Submitted By: Dan Porter, Planning Director
 Planning & Zoning
 Prepared by: Karen Davis
Item Title **Text Amendment Urban Open Space**
Attachments: Agenda Summary Urban Open Space (DOCX)
 DiscussionItemVillageResidentialDistrict (002) (PDF)
 Text Amendment Urban Open SpaceOrdinance2020-
 12-01 (DOCX)

Agenda summary and supporting documentation attached.

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

Meeting Date: January 4, 2021

Attachments: UDO Excerpts VR Zoning District & Open Space Definitions;
Planning Board minutes;
Recommended text amendment

Submitted By: Planning Department

Item Title: Ordinance No. 2020-12-01
Text amendment - Urban Open Space Definition

Summary:

During staff review and Planning Board discussion regarding Camden Station Subdivision open space requirements it appears that the "Urban Open Space" requirement in the Village Residential Zoning District may need to be revised to decrease the amount of impervious surface that results from the current UDO definition.

The Planning board discussed at length as indicated in the attached minutes and is recommending changes to the definition of Urban Open Space.

Recommendation:

Motion

To Correct Description of 151.7.5.6 (C) from "... allowable in active open space..." to "...allowable in urban open space..."

Motion

To Add Items 151.7.5.6 (B) (1) through (5) to 151.7.5.6 (C) such that they are left included in Passive Open Space Set-Asides and added to Urban Open Space Set-Asides so that they are included in both (B) and (C).

ARTICLE 151.3 Zoning Districts

Section 3.5 Residential Districts

3.5.6 Village Residential (VR) District

3.5.6. VILLAGE RESIDENTIAL (VR) DISTRICT

		REQUIREMENT		
		SINGLE-FAMILY DETACHED	ALL OTHER RESIDENTIAL	NON- RESIDENTIAL
A	Maximum Residential Density (units/acre)	1.45 [1]		N/A
B	Minimum Lot Area (square feet)	30,000 [2]	15,000 per unit [3]	30,000
C	Minimum Lot Width (feet)	100 [4] [5]	100 [6]	125
D	Maximum Lot Coverage (% of lot area)	24 [7]		
E	Minimum Open Space (% of development area)	15		
F	Minimum Front Setback (feet) [8]	20	20 [9]	25
G	Minimum Corner Side Setback (feet) [8]	20	20 [9]	25
H	Minimum Interior Side Setback (feet)	10	10 [9] [10]	15
I	Minimum Rear Setback (feet)	10	10 [9]	15
J	Minimum Distance Between Buildings, Front-to-Back (feet) [11]	N/A	30	
K	Minimum Distance Between Buildings, Side-to-Side (feet) [11]	N/A	15	
L	Minimum Accessory Building Setback (feet)	8		10
M	Maximum Building Height (feet)	35 [12]		

Attachment: DiscussionItemVillageResidentialDistrict (002) (2863 : Text Amendment Urban Open Space)

ARTICLE 151.3 Zoning Districts

Section 3.5 Residential Districts

3.5.6 Village Residential (VR) District
NOTES:

- [1] Maximum residential density may be increased to 4.35 units per acre on lots served by public sewer.
- [2] Minimum lot area may be reduced to 10,000 square feet on lots served by public sewer.
- [3] Minimum lot area may be reduced to 8,000 square feet on lots served by public sewer.
- [4] Lots on a cul-de-sac street shall maintain a minimum frontage of 35 feet and shall maintain 80 percent of the required minimum lot width at a point located 50 feet from the street right-of-way edge.
- [5] May be reduced to 75 feet on lots on lots served by public sewer and located within 5,280 feet from a designated village center boundary.
- [6] Applied to the entire development or parent parcel. In no instance shall an individual lot have a width of less than 25 feet.
- [7] The maximum lot coverage may be increased with approval from NCDEQ and compliance with all applicable stormwater management requirements.
- [8] Setbacks are increased by an additional 25 feet from lot lines adjacent to an arterial street (US 17, NC 34, NC 343, Old Swamp Road, Sandy Hook Road, and the portion of US 158 east of the railroad tracks).
- [9] Setbacks are measured from the perimeter of the development to an individual structure.
- [10] Setbacks are 0 feet from lot lines occupied by party walls.
- [11] Applied in cases where there are two or more principal buildings on the same lot.
- [12] Height is measured from base flood elevation (BFE).

ARTICLE 151.7 Environmental Provisions

7.5 Open Space Set-Aside

7.5.5 Open Space Set-Aside Distinguished

7.5. OPEN SPACE SET-ASIDE**7.5.1. PURPOSE AND INTENT**

The purpose of this section is to help ensure the rural character of the County is maintained in areas outside of designated village centers as well as ensuring village center areas have open space resources that encourage recreation and the gathering of residents and visitors. These standards are further intended to:

- A. Establish the standards under which residential, mixed-use, and nonresidential development shall set aside a portion of the development area as open space;
- B. Distinguish between the characteristics, requirements, and appropriate locations for open space set-asides (OSS), based on the zoning district designation; and
- C. Establish minimum ownership and maintenance standards for homeowner and property owner associations related to open space set-asides.

7.5.2. APPLICABILITY**A. Generally**

1. Unless exempted in accordance with Section 7.5.2.C, Exemptions, the standards in this section shall apply to all new development and redevelopment in the County.
2. Redevelopment conducted after February 4, 2019 shall comply with the standards in this section, to the maximum extent practicable, and shall provide its pro rata share of open space set-aside.

B. Conservation Subdivisions

Open space set-asides associated with a conservation subdivision shall be subject to the standards in Section 6.5, Conservation Subdivision, in addition to these standards. In the event of a conflict, the standards in Section 6.5, Conservation Subdivision, shall control.

C. Exemptions

The following forms of development shall be exempted from the standards in this section:

1. Development of an individual single-family dwelling (including manufactured homes) on lots platted prior to February 4, 2019;
2. Subdivisions comprised solely of six or fewer lots where all lots intended for single-family detached residential dwellings; and
3. Development located within the CP, LI, and HI districts.

7.5.3. HOW TO USE THESE STANDARDS

A. Developments subject to these open space set-aside (OSS) standards shall provide the minimum amount of open space set-aside based on the zoning district where located. The physical amount of open space to be set aside is based on the percentage of total development size. These percentage requirements are found in the dimensional standards tables for the zoning districts in ARTICLE 151.3, Zoning Districts.

B. The required amount of open space set-aside may be reduced based on the provision of afforestation areas, configuration of off-street parking areas in accordance with low-impact development principles, the provision of sustainable development features in accordance with Section 7.6, Sustainable Development Incentives, or other aspects of this Ordinance.

C. Once the minimum amount of OSS to be provided is determined, the type of OSS, whether active, passive, or urban is determined based on Table 7.5.5.B: Open Space Set-Aside Configuration.

D. Applicants should then consult the range of allowable and prohibited features in the type of OSS to be provided.

7.5.4. MINIMUM OPEN SPACE SET-ASIDE REQUIRED

The minimum required amount of open-space set-aside shall be in accordance with the dimensional standards for the zoning district where development is located. ARTICLE 151.3, Zoning Districts sets out the dimensional standards for each zoning district.

7.5.5. OPEN SPACE SET-ASIDE DISTINGUISHED**A. Types of Open Space Set-Aside**

Open space set-aside may take any one of the following three forms, which are distinguished from one another based upon the types of facilities they contain, the general configuration of the land, or the kinds of function they serve (see Figure 7.5.5.A: Types of Open Space):

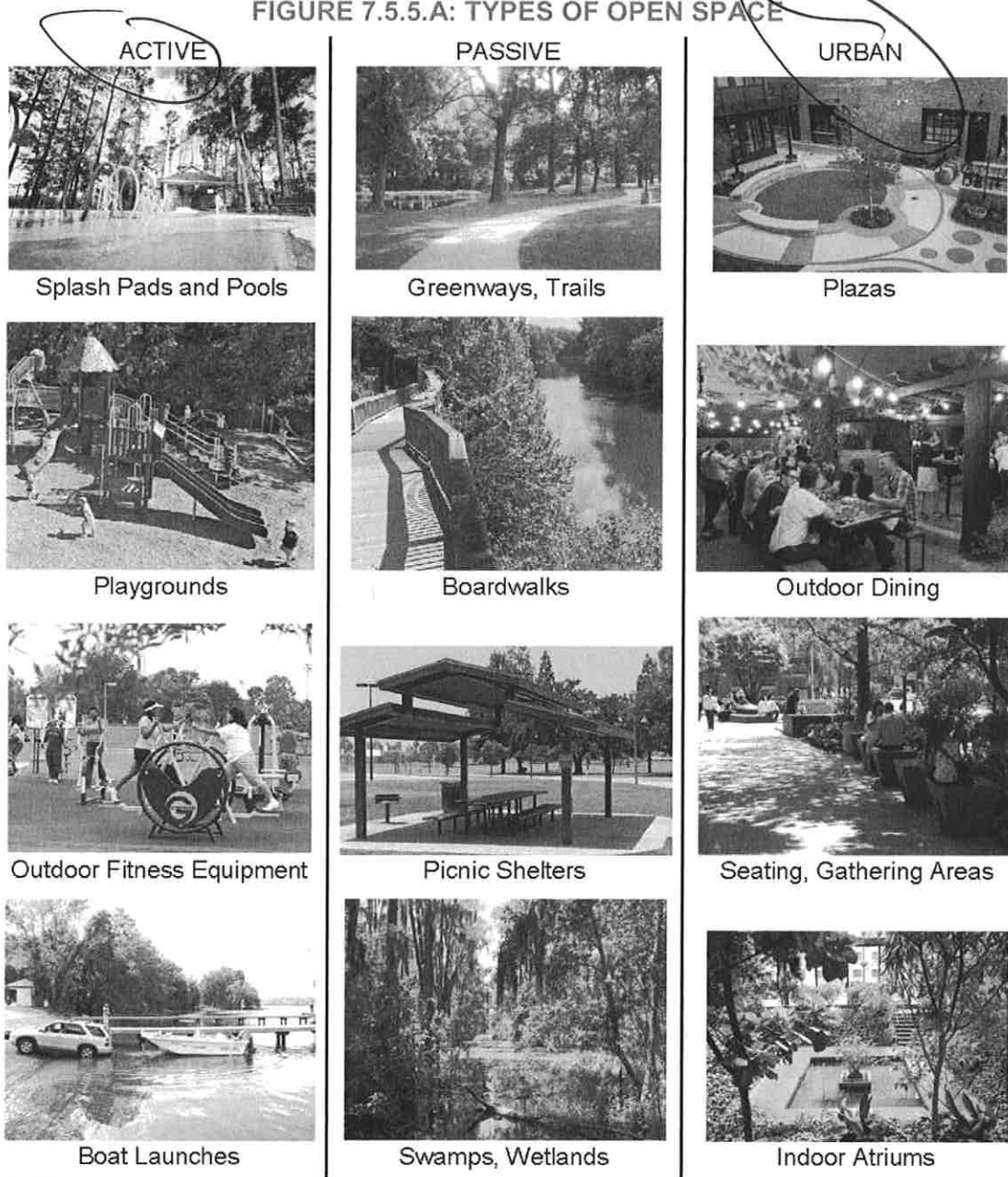
1. Active open space set-aside;
2. Passive open space set-aside; and

7.5 Open Space Set-Aside

7.5.5 Open Space Set-Aside Distinguished

3. Urban open space set-aside.

FIGURE 7.5.5.A: TYPES OF OPEN SPACE



B. Where Credited

Development subject to these standards shall provide the required type of open space set-aside in accordance with Table 7.5.5.B: Open Space Set-Aside Configuration. Nothing shall limit the provision of a greater minimum percentage or other type of open space set-aside, provided the minimum requirements in this section are met.

Attachment: DiscussionItem Village Residential District (002) (2863 : Text Amendment Urban Open Space)

7.5 Open Space Set-Aside
 7.5.6 Allowable Features in Open Space Set-Asides

TABLE 7.5.5.B: OPEN SPACE SET-ASIDE CONFIGURATION			
ZONING DISTRICT	TYPES OF OPEN SPACE SET-ASIDE [1]		
	ACTIVE OSS (MINIMUM % OF TOTAL OSS PROVIDED)	PASSIVE OSS (MINIMUM % OF TOTAL OSS PROVIDED)	URBAN OSS (MINIMUM % OF TOTAL OSS PROVIDED)
RESIDENTIAL DISTRICTS			
WL	.	100	.
RR	.	100	.
SR	.	100	.
NR	75	25	.
VR	25	.	75
COMMERCIAL DISTRICTS			
CC	.	25	75
VC	.	.	100
HC	.	100 [2]	.
MC	.	100 [2]	.
MX	.	.	100
PLANNED DEVELOPMENT			
PD	Variable, based on Planned Development Master Plan		
NOTES: [1] The amount of open space set-aside to be provided is established in the zoning district dimensional standards in <u>ARTICLE 151.3, Zoning Districts</u> . [2] Multi-family development in these districts shall configure at least 75 percent of the total OSS provided as active OSS.			

7.5.6.ALLOWABLE FEATURES IN OPEN SPACE SET-ASIDES

A. Active Open Space Set-Aside

The following types of features are allowable in and credited towards active open space set-asides:

1. Swimming pools, splash pads, and areas devoted to water play for children;
2. Athletic fields and courts;
3. Boat launches and swimming platforms;
4. Club houses;
5. Playgrounds and play structures for children; and
6. Obstacle courses and exercise trails.

B. Passive Open Space Set-Aside

The following types of features are allowable in and credited towards passive open space set-asides:

1. Walking, bicycling, and equestrian trails;
2. Boardwalks;
3. Gardens and greenway trails;
4. Benches and seating areas;
5. Tables, shelters, grills, and related picnicking facilities;
6. Lawn areas and community greens;
7. Lakes, ponds, wetlands (including CAMA wetlands), swamps, canals, and streams;
8. Stormwater management facilities, configured as site amenities that include pedestrian access, gentle slopes of three-to-one (3:1) or less, and pedestrian elements such as paths, benches, and similar aspects to and around the facility;
9. Piers and docks for fishing or viewing wildlife; and
10. Undisturbed land.

C. Urban Open Space Set-Aside

The following types of features are allowable in active open space set-asides:

Attachment: DiscussionItemVillageResidentialDistrict (002) (2863 : Text Amendment Urban Open Space)

7.5 Open Space Set-Aside

7.5.9 Ownership of Open Space Set-Asides

1. Plazas and courtyards;
2. Roof gardens;
3. Indoor atriums open to the public;
4. Outdoor dining areas;
5. Fountains; and
6. Areas devoted to public gathering.

D. Within Conservation Subdivisions

Open space set-asides within conservation subdivisions may include any of the features allowed in active, passive, or urban open space set-aside areas in addition to farm fields, forestry lands, or lands used for agricultural purposes.

E. Unlisted Features

Unlisted features may be credited towards one or more different types of open space set-aside as determined by the UDO Administrator in accordance with Section 2.3.16, Interpretation.

F. Features Not Credited Towards Open Space Set-Aside

The following areas shall not be included in or credited towards open space set-aside requirements:

1. Private yards not subject to an open space or conservation easement;
2. Public street rights-of-way or private street easements;
3. Open parking areas and driveways for dwellings or other uses;
4. Land covered by structures not designated for active recreational uses;
5. On-site wastewater treatment facilities, including septic tank drain fields; and
6. Designated outdoor storage areas.

7.5.7. FEATURES CREDITED TOWARDS PASSIVE OSS REQUIREMENTS

The following site features shall be credited towards passive open space set-aside requirements:

- A. Required landscaping areas;
- B. Afforestation areas;
- C. Farmland compatibility buffers;
- D. Tree protection areas;
- E. CAMA wetlands and U.S. Army Corps of Engineers designated 404 wetlands;
- F. Riparian buffer areas;
- G. Natural heritage areas;
- H. Active open space set-aside features;
- I. Urban open space set-aside features; and
- J. Land area occupied by stormwater management facilities, including retention ponds, fully vegetated detention basins, and other bio-retention devices, provided these facilities are treated as a site amenity that includes pedestrian access, gentle slopes of three-to-one (3:1) or less, and pedestrian elements such as paths, benches, and similar aspects to and around the facility.

7.5.8. DESIGN STANDARDS FOR ACTIVE OSS AREAS

Active open space set-asides shall meet the following design standards:

- A. Active OSS areas shall be located so as to be readily accessible and useable by residents and users of the development. Where possible, a portion of the open space set-aside should provide focal points for the development.
- B. Where the development site is adjacent to existing or planned trails, parks, or other public open area land, the open space set-aside shall, to the maximum extent practicable, be located to adjoin, extend, and enlarge the trail, park, or other open area.
- C. Lands set aside as active open space set-aside shall be compact and contiguous unless the land is used as a continuation of an existing trail, or specific natural or topographic features require a different configuration.

7.5.9. OWNERSHIP OF OPEN SPACE SET-ASIDES

Open space set-asides are intended to remain under private ownership while being available for use to residents and visitors in the development where located. Ownership of open space set-aside shall remain with the owner of the land, except in the following circumstances.

A. Homeowners or Property Owners Association

All open space set-aside areas may be owned jointly or in common by the owners of the development through a recognized homeowners or property owners association, which shall be established in accordance with Section 6.4, Homeowners' or Property Owners' Association.

ARTICLE 151.7 Environmental Provisions

7.6 Sustainable Development Incentives

7.6.5 Procedure

7.6. SUSTAINABLE DEVELOPMENT INCENTIVES

7.6.1. PURPOSE AND INTENT

This section sets out the following sustainable development incentives in an effort to encourage sustainable development practices as a means of addressing climate change and the need for more resilient development practices, the protection of natural resources, and to ensure a high quality of life for future County residents.

7.6.2. HOW TO USE THESE INCENTIVES

These sustainable development incentives reward applicants and forms of development that are configured in ways that conserve resources or are better able to withstand damaging weather events. Rewards take the form of increased maximum residential densities, increased maximum building heights, or reductions from other kinds of development standards such as required parking or maximum sign face area.

- A. Applicants seeking to take advantage of these sustainable development incentives should first understand the type of incentives available in accordance with Section 7.6.4, Type of Incentives.
- B. Once the preferred type of incentive(s) is determined, an applicant should review Section 7.6.5, Procedure, in order to determine the minimum number and type(s) of sustainable development practices required to take advantage of the desired incentive(s).
- C. Each type of incentive requires provision of one or more types of sustainable development practice from each of two different schedules (Schedule A and Schedule B).
- D. The sustainable development practices are listed, by schedule type, in Table 7.6.6: Menu of Sustainable Development Practices.
- E. The types of sustainable development practices to be provided are at the applicant's discretion, but the minimum number of practices from each schedule must be provided. Nothing shall limit a review authority from including a condition of approval that specifies the use of one or more particular types of sustainable development practice should an applicant decide to pursue a sustainable development incentive.
- F. Site plans, subdivision plats, and other application materials shall identify the type(s) of incentives sought and the sustainable development practices provided.

7.6.3. APPLICABILITY

The incentives included in this section are available to new development in the residential, commercial, industrial, and planned development districts.

7.6.4. TYPE OF INCENTIVES

- A. Development integrating sustainable development practices in accordance with this section shall be eligible for one or more of the following incentives:
 1. A density bonus of up to one additional dwelling unit per acre beyond the maximum allowed in the base zoning district, based on the land's designation in the 2035 Comprehensive Plan;
 2. An increase in the maximum allowable building height by up to one story or ten feet beyond the maximum allowed in the base zoning district, with approval of the Fire Marshal;
 3. A modification to the off-street parking requirements resulting in a reduction from the minimum requirements by 15 percent without an alternative parking plan;
 4. An increase in the maximum allowable sign area or maximum height for wall or freestanding signs by 10 percent; or
 5. A reduction in the amount of required open space set-aside by 10 percent.
- B. Development may include a sufficient number of sustainable development practices to take advantage of more than one type of incentive, but in no instance shall the amount of an incentive be increased or decreased (as appropriate) beyond the maximum listed in this subsection.

7.6.5. PROCEDURE

- A. Development seeking to use incentives shall include a written request with the development application that demonstrates how compliance with the standards will be achieved.
- B. Review for compliance with this section and granting of requests in accordance with this section shall occur during review of a site plan, subdivision, planned development master plan, special use permit, or zoning compliance permit, as appropriate.
- C. Approval of use of a particular incentive shall be based on the number of sustainable development practices provided, in accordance with Table 7.6.5: Sustainable Development Practice Incentives, and Table 7.6.6: Menu of Sustainable Development Practices. To obtain the right to a particular incentive, development shall provide the

7.6 Sustainable Development Incentives
7.6.6 Menu of Sustainable Development Practices

minimum number associated of sustainable development practices from both schedule A and schedule B in the table below.

TABLE 7.6.5: SUSTAINABLE DEVELOPMENT PRACTICE INCENTIVES		
TYPE OF INCENTIVE	MINIMUM NUMBER OF SUSTAINABLE DEVELOPMENT PRACTICES PROVIDED	
	FROM SCHEDULE A	FROM SCHEDULE B
A density bonus of up to one additional dwelling unit per acre beyond the maximum allowed in the base zoning district	2	4
An increase in the maximum allowable height by up to one story or ten feet beyond the maximum allowed in the base zoning district	2	3
A reduction from the minimum parking space requirements by 15 percent, or an increase to the maximum allowable number of parking spaces provided by 15 percent	2	2
An increase in the maximum allowable sign area or maximum height for wall or freestanding signs by 10 percent	1	3
A reduction in the amount of required open space set-aside by 10 percent	1	2

7.6.6.MENU OF SUSTAINABLE DEVELOPMENT PRACTICES

One or more of the sustainable development practices in Table 7.6.6: Menu of Sustainable Development Practices, may be offered by an applicant for proposed development in accordance with Table 7.6.5: Sustainable Development Practice Incentives.

TABLE 7.6.6: MENU OF SUSTAINABLE DEVELOPMENT PRACTICES		
SCHEDULE	TYPE OF PRACTICE	DOCUMENTATION OF COMPLIANCE
ENERGY CONSERVATION		
A	Inclusion of solar photovoltaic panels or small wind energy facilities	Indication on site plan
A	Use of central air conditioners that are Energy Star qualified	Provision of manufacturer's certification statement
A	Use of only solar or tankless water heating systems throughout the structure	Inclusion on construction drawings
A	Use of a white roof or roofing materials with minimum reflectivity rating of 60 percent or more	Provision of materials sample and manufacturer's certification statement (statement not required for white roofs)
B	Provision of skylights in an amount necessary to ensure natural lighting is provided to at least 15 percent of the habitable rooms in the structure	Indication on site plans
B	Roof eaves or overhangs of three feet or more on southern or western elevations	Indication on site plans
B	Structure design that can accommodate the installation and operation of solar photovoltaic panels or solar thermal heating devices (including appropriate wiring and water transport systems)	Inclusion on construction drawings
B	Inclusion of shade features (e.g., awnings, louvers, shutters, etc.) to shade all windows and doors on the southern building facade	Indication on site plan
B	Configuration of new buildings with one axis at least 1.5 times longer than the other, and the long axis oriented in an east-west configuration for solar access	Indication on site plan

Attachment: DiscussionItem Village Residential District (002) (2863 : Text Amendment Urban Open Space)

7.6 Sustainable Development Incentives

7.6.7 Failure to Install or Maintain Sustainable Development Practices

TABLE 7.6.6: MENU OF SUSTAINABLE DEVELOPMENT PRACTICES		
SCHEDULE	TYPE OF PRACTICE	DOCUMENTATION OF COMPLIANCE
LEED CERTIFICATION		
AAA [2]	Construction of the principal structure to meet or exceed LEED Platinum certification standards	Provision of Green Building Certification Institute's verification of project compliance (may be provided within one year following occupancy)
AA [2]	Construction of the principal structure to meet or exceed LEED Gold certification standards	
BBB	Construction of the principal structure to meet or exceed LEED Silver certification standards	
BB	Construction of the principal structure to meet or exceed LEED Bronze certification standards	
WATER CONSERVATION AND QUALITY PROTECTION		
AA [1]	Configuration of the principal structure's roof so that at least 50 percent of the roof is a "green" roof intended to capture and hold rain water	Indication on site plan
A	Inclusion of rain water capture and re-use devices such as cisterns, rain filters, and underground storage basins with a minimum storage capacity of 500 gallons	Inclusion on construction drawings
A	Provision of rain gardens or other appropriate stormwater infiltration system(s) of at least 500 square feet in area	Indication on site plan
A	Provision of open space set-asides at a rate 200 percent or more beyond the minimum required	
B	Provision of rain gardens or other appropriate stormwater infiltration BMP systems of at least 100 square feet in area	
B	Removal of all lawn or turf in favor of living ground cover or mulch	
B	Use of xeriscape landscaping techniques without irrigation	
B	Provision of 150-foot undisturbed buffers adjacent to/surrounding all wetlands or surface waters	
B	Use of permeable surfacing on 50 percent or more of the vehicular use area	
BUILDING CONFIGURATION		
AA [1]	Compliance with the multi-family residential design standards in <u>Section 5.1.1, Multi-Family Residential Design Standards</u> , for single-family attached development	Indication on site plan & signature on statement of consent
AA [1]	Compliance with the single-family residential design guidelines in <u>Section 5.1.1, Multi-Family Residential Design Standards</u> , for single-family detached, single-family attached, or duplex development	
A	Construction of principle structure in accordance with Barrier Free Design Standards (ANSI A1171.1)	Inclusion on construction drawings
A	Construction of the principal structure to a design wind speed standard of 150 mph	Signed attestation from a qualified NC licensed engineer
A	Inclusion of underground parking or parking structures sufficient to accommodate 51 percent or more of the off-street parking requirements	Indication on site plan
B	Provision of on-site transit facilities (e.g., designated park-and-ride parking spaces, bus shelters, or similar features)	
B	Inclusion of showering and dressing facilities in nonresidential developments for employees using alternative forms of transportation	Inclusion on construction drawings
B	Provision of at least one enclosed recycling station per building suitable for storage and collection of recyclable generated on-site	Indication on site plan
<p>NOTES:</p> <p>[1] Credited as provision of three schedule "A" features</p> <p>[2] Credited as provision of two schedule "A" features</p>		

Attachment: DiscussionItem Village Residential District (002) (2863 : Text Amendment Urban Open Space)

ARTICLE 151.2 Procedures

Section 2.3 Specific Review Procedures

2.3.15 Interpretation

2.3.15. INTERPRETATION

A. Purpose and Intent

The purpose for this interpretation procedure is to provide a process where an applicant may request documentation from UDO Administrator regarding the meaning of language in this Ordinance, boundaries on the OZM, or conditions of a prior development application approval.

B. Applicability

The UDO Administrator is responsible for written interpretations, including, but not limited to interpretations of:

1. The meaning of the text in this Ordinance;
2. The location and extent of zoning district boundaries on the OZM;
3. Interpretations of whether an unlisted use is comparable to a use listed in Table 4.3.10: Principal Use Table;
4. Definitions of undefined terms; and
5. Compliance with conditions of approval.

C. Interpretations Distinguished

1. Only formal interpretations issued in accordance with this procedure are subject to appeal as an administrative decision.
2. Any written or oral interpretations that do not meet the strict requirements of this section are advisory interpretations.
3. Advisory interpretations have no binding effect and are not considered formal interpretations subject to appeal.

D. Interpretation Procedure**1. Pre-Application Conference**

Optional (see Section 2.2.2, Pre-Application Conference).

2. Application Submittal and Acceptance

Applicable (see Section 2.2.4, Application Submittal).

- a. Any person may request a formal interpretation of any provision of this Ordinance, the location of a zoning district boundary, how a proposed use may be treated, a definition, or a prior condition of approval, provided the request:
 1. Relates to a specific parcel of property, section of this UDO, or prior development approval;
 2. Is made in writing; and
 3. States all of the necessary facts to make the interpretation or enable research.

- b. If a request relates to a particular lot or site and the applicant is not the owner, agent, or contract purchaser, the applicant must certify that a copy of the request has been provided to the landowner prior to submittal to the County.

3. Staff Review and Action

- a. Applicable (see Section 2.2.5, Staff Review and Action).
- b. The UDO Administrator shall review the request and make interpretations in accordance with Section 2.3.15.E, Interpretation Review Standards.
- c. The UDO Administrator may request additional information from an applicant as necessary to make an interpretation.
- d. Prior to rendering an interpretation, the UDO Administrator may consult with the County Attorney or other County officials.

E. Interpretation Review Standards**1. Official Zoning Map Boundaries**

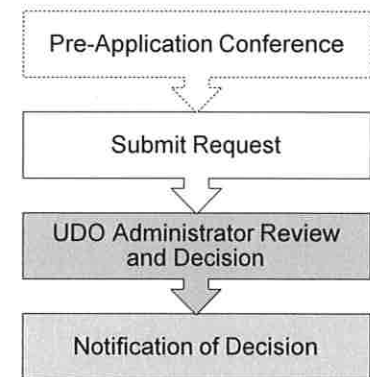
Interpretation of district boundaries on the OZM shall be in accordance with the standards in Section 3.3.3, Interpretation of Boundaries, and consistent with the County's adopted policy guidance.

2. Unlisted Uses

Interpretation of whether an unlisted use is similar to a use identified in Table 4.3.10: Principal Use Table, shall be based on consistency with the County's adopted policy guidance and the following standards:

- a. The function, product, or physical characteristics of the use;
- b. The impact on adjacent lands created by the use;
- c. The type, size, and nature of buildings and structures associated with the use;
- d. The type of sales (retail, wholesale), and the size and type of items sold and displayed on the premises;
- e. The types of items stored (such as vehicles, inventory, merchandise, chemicals, construction materials, scrap and junk, and raw materials including liquids and powders);

FIGURE 2.3.15:
INTERPRETATION
PROCEDURE



ARTICLE 151.2 Procedures

Section 2.3 Specific Review Procedures

2.3.15 Interpretation

- f. The volume and type of vehicle traffic generated by the use, and the parking demands of the use;
- g. Any processing associated with the use, including assembly, manufacturing, warehousing, shipping, distribution, and whether it occurs inside or outside a building;
- h. Any dangerous, hazardous, toxic, or explosive materials associated with the use;
- i. The amount and nature of any nuisances generated on the premises, including but not limited to noise, smoke, odor, glare, vibration, radiation, and fumes; and
- j. Any prior applicable interpretations made by the UDO Administrator or decisions made by the BOA.

3. Undefined Term

If a term in this Ordinance is undefined or the meaning is unclear, the UDO Administrator may interpret the term based upon appropriate definitions in any of the following sources:

- a. Planning-related definitions in publications prepared or offered by the American Planning Association or the Urban Land Institute;
- b. The Oxford Dictionary of Construction, Surveying, and Civil Engineering;
- c. The North Carolina General Statutes;
- d. The North Carolina Administrative Code;
- e. The State Building Code;
- f. Black's Law Dictionary; or
- g. Other professionally-accepted source.

4. Text Provisions and Prior Approvals

Interpretation of this text and approved applications shall be based on the standards in Section 1.10, Rules of Language Construction, and the following considerations:

- a. When the legislative intent of a provision is unclear, the UDO Administrator shall consider the clear and plain meaning of the provision's wording, as defined by the meaning and significance given specific terms used in the provision—as established in Section 10.3, Definitions, and by the common and accepted usage of the term;
- b. The intended purpose of the provision, as indicated by purpose statements, its context and consistency with surrounding and related provisions, and any legislative history related to its adoption;
- c. The general purposes served by this Ordinance, as set forth in Section 1.4, General Purpose and Intent; and
- d. Consistency with the County's adopted policy guidance.

F. Effect**1. General**

- a. A written interpretation shall be binding on subsequent decisions by the UDO Administrator or other administrative officials in applying the same provision of this Ordinance or the OZM in the same circumstance, unless the interpretation is modified in accordance with this section, the interpretation is later determined to have been made in error, or the text of this Ordinance is amended.
- b. The UDO Administrator shall maintain a record of written interpretations that shall be available in the Planning Department for public inspection, on reasonable request, during normal business hours.

2. Approval of Unlisted Use

- a. After the UDO Administrator determines the use category or use type in which the unlisted use is best classified, then the unlisted use shall be subject to all applicable requirements of that use category or use type.
- b. After making an interpretation of an unlisted use, the UDO Administrator shall determine whether the unlisted use is likely to be common or recur frequently, and whether its omission is likely to lead to uncertainty and confusion. On determining that the unlisted use is likely to be common and would lead to confusion if unlisted, the UDO Administrator shall initiate an application for an amendment to the text of this Ordinance. Until final action is taken on the text amendment, the UDO Administrator's decision shall be binding.
- c. If after making an interpretation of an unlisted use, the UDO Administrator determines that the unlisted use is of an unusual or transitory nature, and unlikely to recur frequently, the determination shall be binding without further action or amendment of this Ordinance.

G. Appeal

Appeal of a decision on a floodplain development permit shall be reviewed and decided by the BOA in the nature of certiorari and in accordance with Section 2.3.5, Appeal.

Ordinance No. 2020-12-01

**An Ordinance
Amending the Camden County
Code of Ordinances**

Camden County, North Carolina

BE IT ORDAINED BY THE CAMDEN COUNTY BOARD OF COMMISSIONERS as follows:

Article I: Purpose

The purpose of this Ordinance is to amend Chapter 151 of the Camden County Code of Ordinances of Camden County, North Carolina, which was originally adopted by the County Commissioners on December 15, 1997 as revised on February 4, 2019, and subsequently amended and as otherwise incorporated into the Camden County Code.

Article II. Construction

For purposes of this Ordinance, underlined words (underline) shall be considered as additions to existing Ordinance language and strikethrough words (~~strikethrough~~) shall be considered deletions to existing language. New language of proposed ordinance shall be shown in italics (*italics*) and underlined.

Article III. Amend Chapter 151 as amended of the Camden County Code which shall read as follows:

CHAPTER 151: UNIFIED DEVELOPMENT

7.5.6.ALLOWABLE FEATURES IN OPEN SPACE SET-ASIDES

A. Active Open Space Set-Aside

The following types of features are allowable in and credited towards active open space set-asides:

1. Swimming pools, splash pads, and areas devoted to water play for children;
2. Athletic fields and courts;
3. Boat launches and swimming platforms;
4. Club houses;
5. Playgrounds and play structures for children; and
6. Obstacle courses and exercise trails.

B. Passive Open Space Set-Aside

The following types of features are allowable in and credited towards passive open space set-asides:

1. Walking, bicycling, and equestrian trails;
2. Boardwalks;
3. Gardens and greenway trails;
4. Benches and seating areas;
5. Tables, shelters, grills, and related picnicking facilities;
6. Lawn areas and community greens;
7. Lakes, ponds, wetlands (including CAMA wetlands), swamps, canals, and streams;
8. Stormwater management facilities, configured as site amenities that include pedestrian access, gentle slopes of three-to-one (3:1) or less, and pedestrian elements such as paths, benches, and similar aspects to and around the facility;

- 9. Piers and docks for fishing or viewing wildlife; and
- 10. Undisturbed land.

C. Urban Open Space Set-Aside

The following types of features are allowable in ~~active~~ urban open space set-asides:

- 1. Plazas and courtyards;
- 2. Roof gardens;
- 3. Indoor atriums open to the public;
- 4. Outdoor dining areas;
- 5. Fountains; and
- 6. Areas devoted to public gathering.
- 7. Walking, bicycling, and equestrian trails;
- 8. Boardwalks;
- 9. Gardens and greenway trails;
- 10. Benches and seating areas;
- 11. Tables, shelters, grills, and related picnicking facilities;

Article IV. Effective Date

This Ordinance is effective upon adoption.

Adopted by the Board of Commissioners for the County of Camden this 4th day of January, 2021.

ATTEST:

Tom White, Chairman
Camden County Board of Commissioners

Karen M. Davis
Clerk to the Board of Commissioners

Attachment: Text Amendment Urban Open Space Ordinance 2020-12-01 (2863 : Text Amendment Urban Open Space)



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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Public Hearings

Item Number:	5.C
Meeting Date:	January 04, 2021
Submitted By:	Dan Porter, Planning Director Planning & Zoning Prepared by: Karen Davis
Item Title	Preliminary Plan Camden Station Major Subdivision
Attachments:	Agenda Summary Camden Station Approval (DOCX) Ordinance Camden Station Subdivision (DOCX)

Agenda summary and supporting documentation attached.

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

Meeting Date: January 4, 2021

Attachments: Land Use Application/Preliminary Plan/Staff Findings/TRC inputs/Deed/Drainage Approval/Neighborhood Meeting Results

Submitted By: Planning Department

Item Title: Preliminary Plan Camden Station Major Subdivision Ordinance No. 2020-12-02 (UDO 2020-06-43)

Summary:

RKrain LLC is requesting Preliminary Plan approval for Camden Station Major Subdivision. The following items have been submitted with the package: Land Use Application/Preliminary Plan/Staff Findings/TRC inputs/Deed/Drainage Approval/Neighborhood Meeting Results. The Subdivision consists of 39 single family lots located on Tark Drive and Contractors Way in the Camden Business Park off Hwy 158.

The Planning Board voted 5-0 to approve the rezoning request.

The Planning Board also recommended (after discussion of Urban Open Space) to

1. Accept the Offered Donation of Recreational Land for Open Space

Recommendation:

1. **Motion for Consistency Statement** as follows:
 - The proposed subdivision is inconsistent with the 2005 CAMA Land Use Plan in that the CAMA **Future Land Use Maps** has property identified as Industrial; and
 - The proposed subdivision is inconsistent with 2012 Comprehensive Plan **Future Land Use Maps** in that the plan identifies the property as Mixed Use Employment: however
 - The proposed project is consistent with the 2012 Comprehensive Plan **Policies** because the Plan did not actually rezone specific properties, but new zoning districts were created such that rezoning of property to moderate density within the Policy parameters in the Plan would be allowed. This property was rezoned in 2019 to Village Residential and is consistent with the policies of that zoning district
2. **Motion for approval.**
 - Ordinance 2020-12-02/Major Subdivision application (UDO 2020-06-43) as recommended by the Planning Board.
3. **Motion to Accept the Offered Donation of Recreational Land for Open Space**

ORDINANCE NO. 2020-12-02

**AN ORDER APPROVING
A PRELIMINARY PLAT
BY THE BOARD OF COMMISSIONERS
CAMDEN, NORTH CAROLINA**

UDO 2020-06-43

Camden Station Subdivision

The Board of Commissioners for County of Camden, North Carolina, having held public hearings on Monday January 4, 2021 to consider an application for a Preliminary Plat by RKrain LLC and having heard all of the public comments presented at the hearings makes the following Findings of Fact and draws the following conclusions

PROJECT INFORMATION

File Reference: UDO 2020-06-43
Project Name; Camden Station
PIN: Multiple Contiguous

Applicant: RKrain LLC
Address: 105 Havenwood Dr
Camden, NC 27921
Phone: (252) 599-7185
Email:

Agent for Applicant: Bissell Professional Group
Address: 3512 N. Croatan Hwy
Kitty Hawk, NC
Phone: 252-261-3266
Email: mark@bissellprofessionalgroup.com

Current Owner of Record: RKrain LLC

Meeting Dates:

7/30/2020 Neighborhood Meeting
9/8/2020 Technical Review Meeting
10/21/2020 Planning Board

Application Received: 6/23/2020
By: Amber Curling, Planner

Application Fee paid: \$1950 Check #1029

Stormwater Escrow paid: \$6000 Check #1028

Completeness of Application: Application is generally complete

Documents received upon filing of application or otherwise included:

- A.** Land Use Application
- B.** Preliminary Plan
- C.** Deed
- D.** Affidavit from owner
- E.** Neighborhood Meeting Results
- F.** TRC Inputs
- G.** Drainage Approval Memo – Greg Johnson

PROJECT LOCATION:

Attachment: Ordinance Camden Station Subdivision (2862 : Preliminary Plan Camden Station Major Subdivision)

Street Address: Contractors Way and Tark Drive in Camden Business Park,
Location Description: North Side of US HWY 158 in Courthouse Township

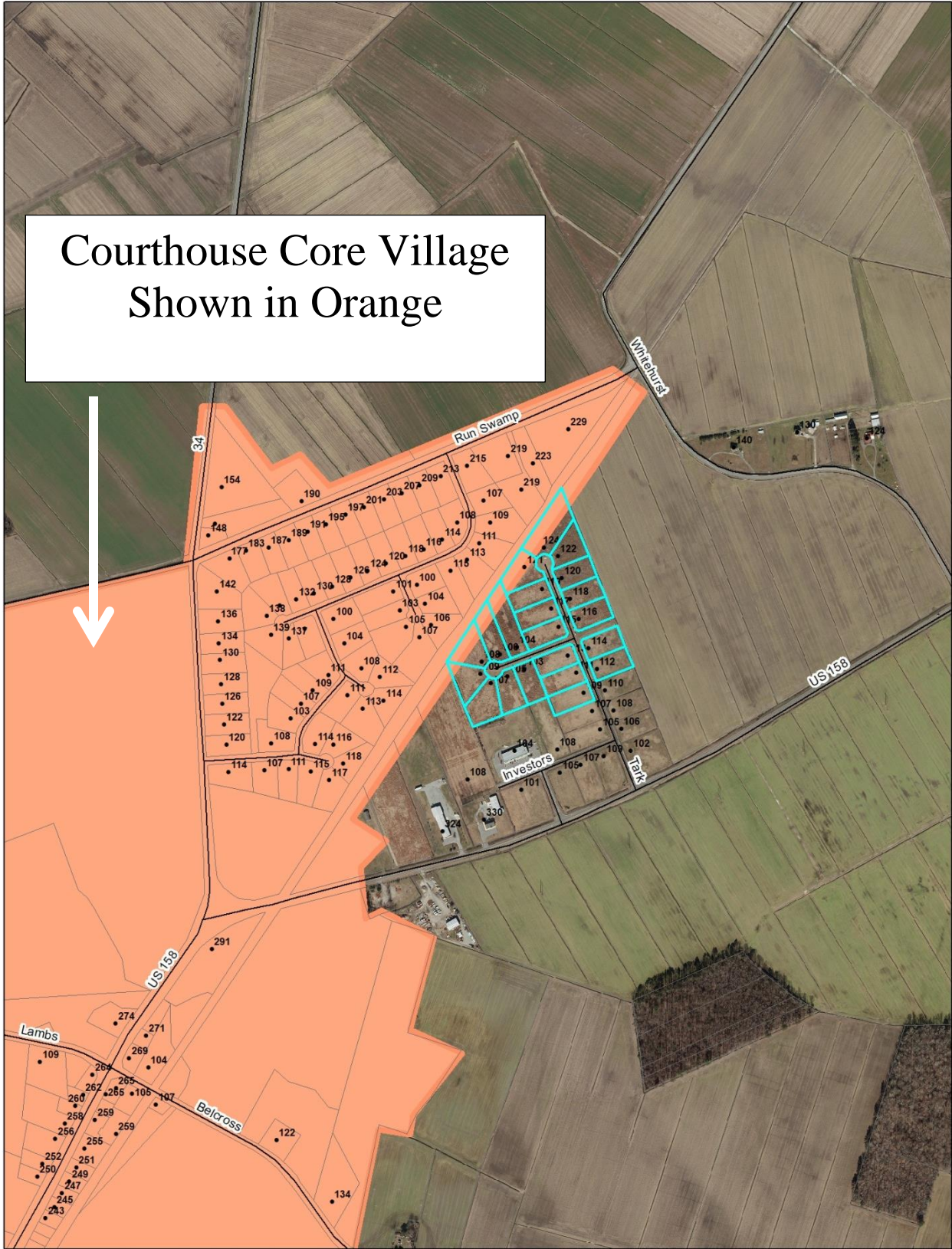
REQUEST: Preliminary Plan for Camden Station Major Subdivision – 39 lots - **Article 2.3.16 of the Unified Development Ordinance.**

Vicinity Map



Attachment: Ordinance Camden Station Subdivision (2862 : Preliminary Plan Camden Station Major Subdivision)

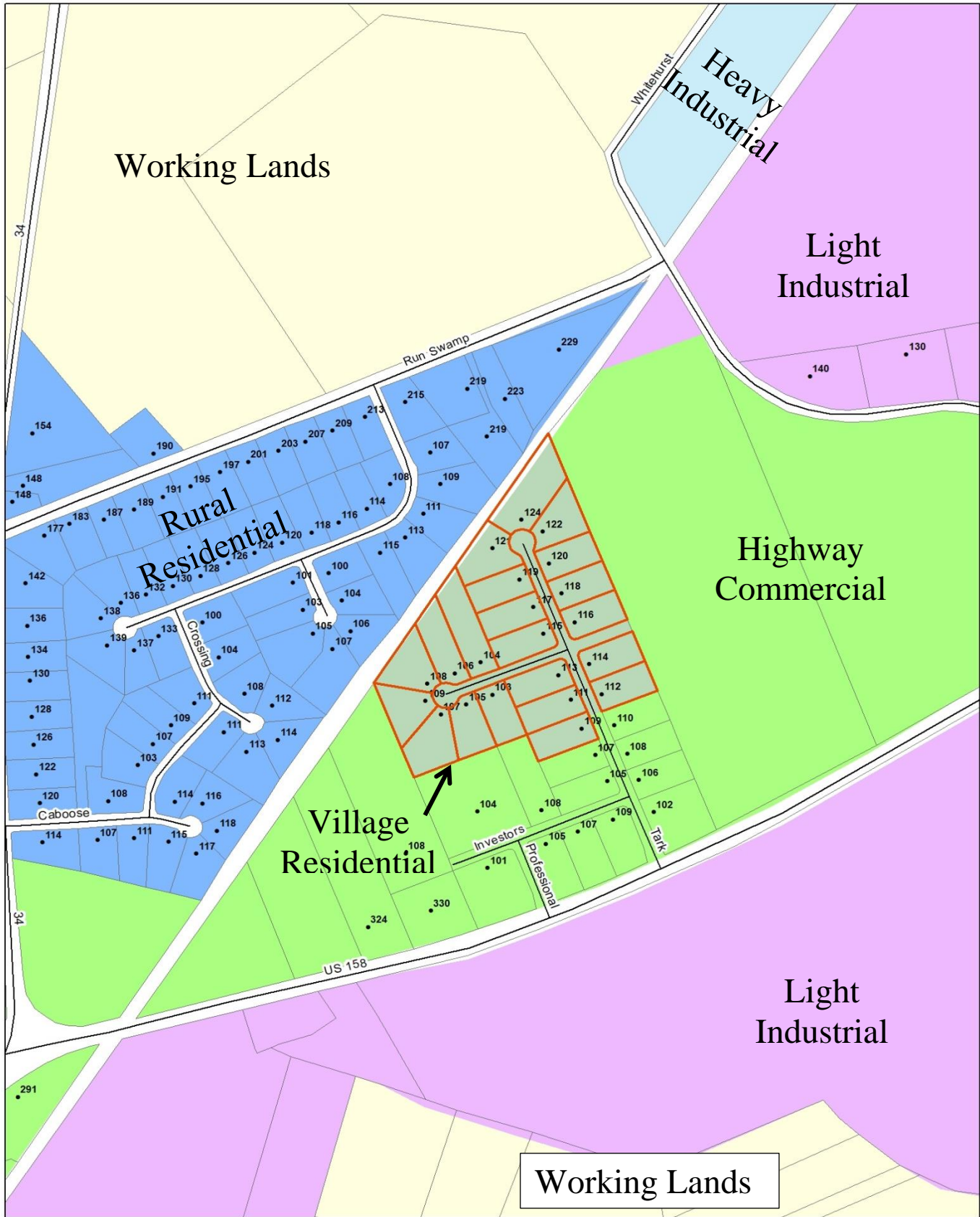
Camden Station Subdivision located within the 1 mile Buffer



Courthouse Core Village
Shown in Orange

Attachment: Ordinance Camden Station Subdivision (2862 : Preliminary Plan Camden Station Major Subdivision)

Zoning Map



Attachment: Ordinance Camden Station Subdivision (2862 : Preliminary Plan Camden Station Major Subdivision)

Not Located in WATERSHED



Attachment: Ordinance Camden Station Subdivision (2862 : Preliminary Plan Camden Station Major Subdivision)

Not Located within FLOODPLAIN



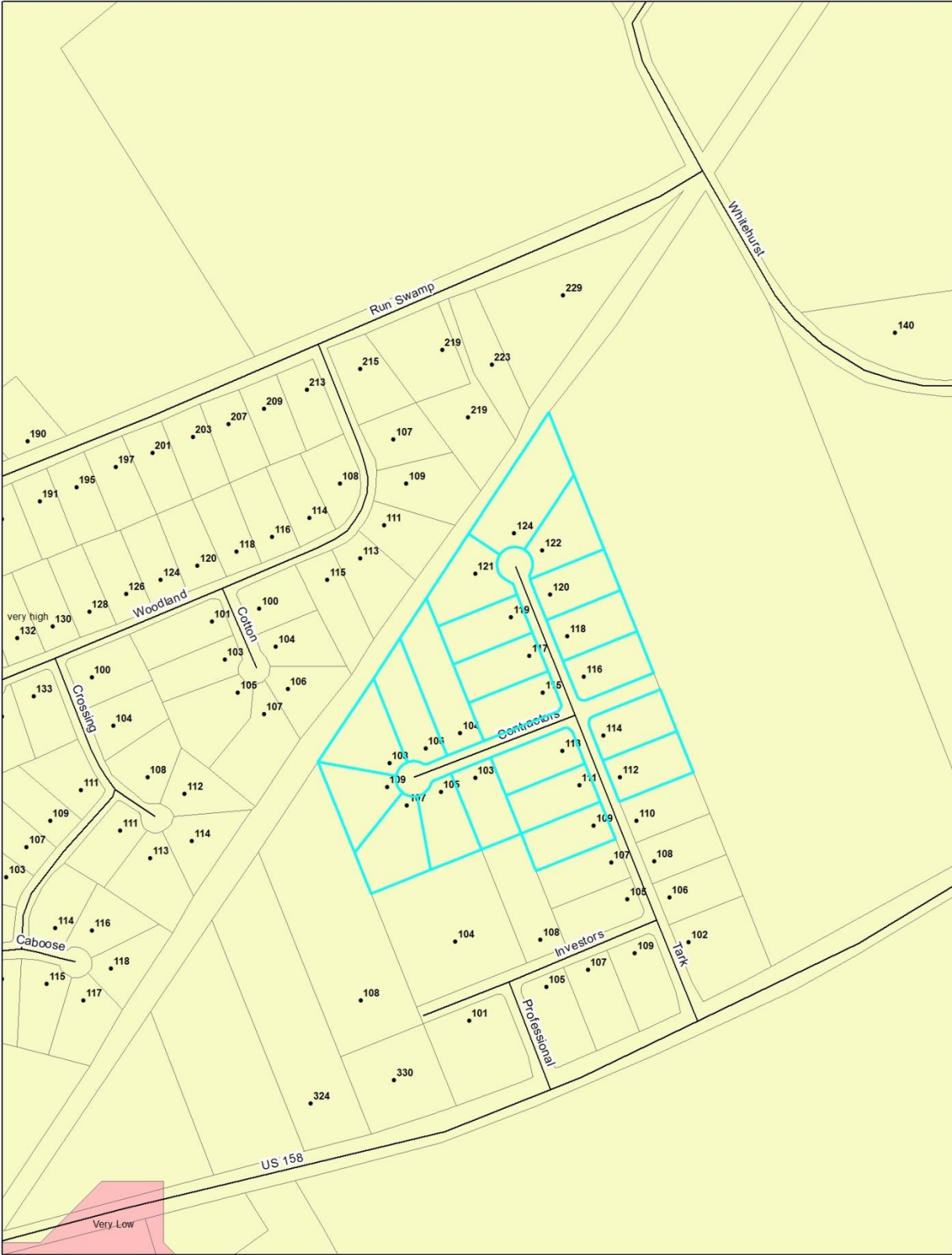
Attachment: Ordinance Camden Station Subdivision (2862 : Preliminary Plan Camden Station Major Subdivision)

Not Located within WETLANDS



Attachment: Ordinance Camden Station Subdivision (2862 : Preliminary Plan Camden Station Major Subdivision)

Suitability Map Very High



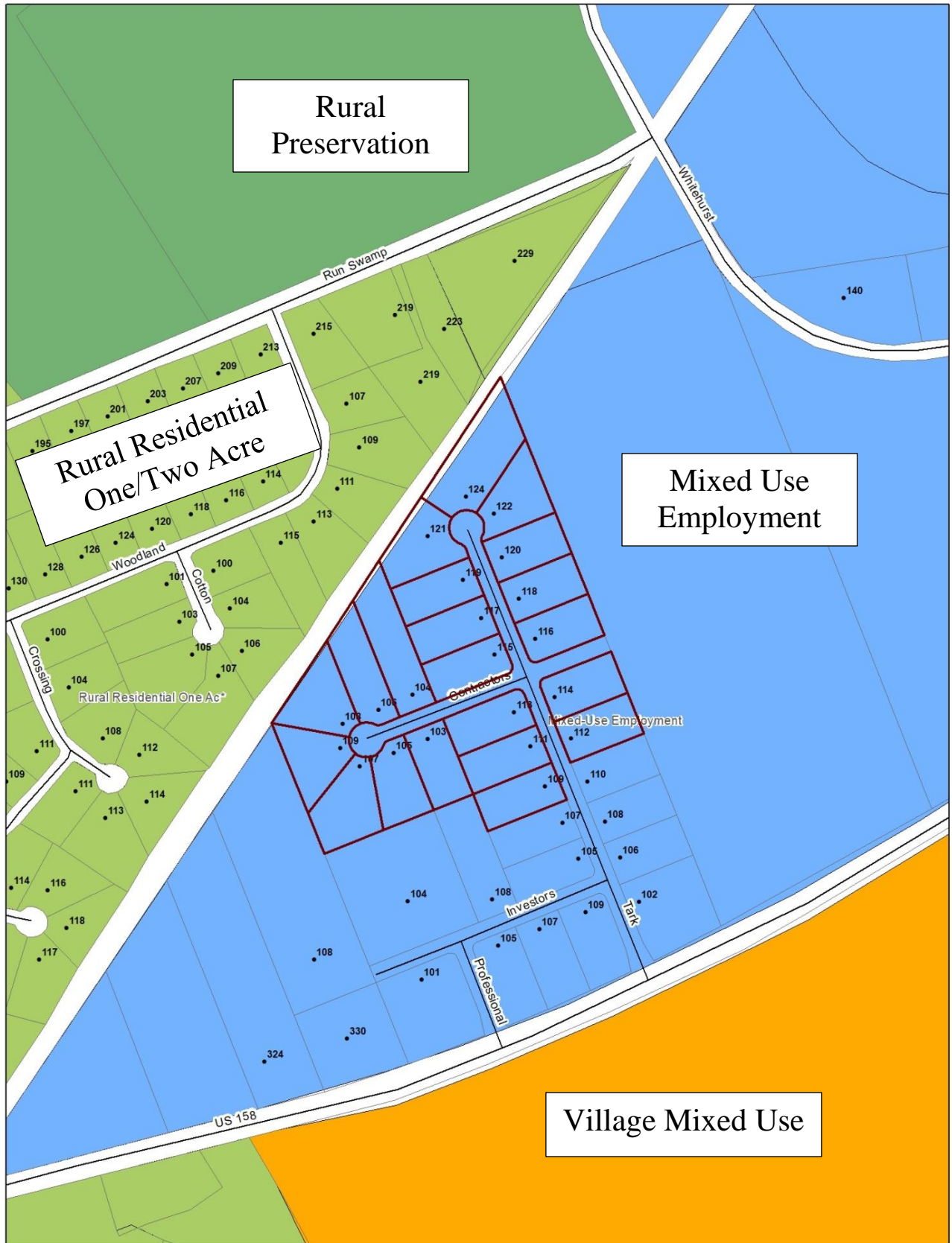
Attachment: Ordinance Camden Station Subdivision (2862 : Preliminary Plan Camden Station Major Subdivision)

CAMA Plan Future Land Use Map



Attachment: Ordinance Camden Station Subdivision (2862 : Preliminary Plan Camden Station Major Subdivision)

COMPREHENSIVE Plan Future Land Use Map



Attachment: Ordinance Camden Station Subdivision (2862 : Preliminary Plan Camden Station Major Subdivision)

SITE DATA

Lot size: Approximately 24 acres

Flood Zone: Zone X

Zoning District: Village Residential (VR) (Rezoned with Ordinance 2019-03-01)

Adjacent property uses: Agriculture, Vacant, Residential, Commercial, Railroad

Streets: Shall be dedicated to public under control of NCDOT.

Street/Subdivision name: Subdivision name: Camden Station
 Street Names: Tark Drive to be renamed Boxcar Way and
 Contractors Way to be renamed Santé Fe Street

Open Space: Required: **Per Article 151.7.5.5**
 15% of total 24 developed acres = 3.6 acres
 25% of 3.6 acres is 0.9 acres which shall be active open space
 75% of 3.6 acres is 2.7 acres which shall be urban open space

Landscaping: Landscaping Plan required at Construction Drawing.

Farmland Compatibility Standards:
Per Article 151.5.5
 A 50' wide vegetative buffer required along all agricultural uses.
 Indicated on plan.

Recreational Land: **Per Article 151.6.1.13 Dedication of Land For Public Parks**
 1452 square feet per lot -39 lots X 1452 sq ft = 56628 sq. ft or 1.3 acres

ENVIRONMENTAL ASSESSMENT

Streams, Creeks, Major Ditches: Sawyers Creek

Distance & description of nearest outfall: The property is located in the upper northern limit of the Sawyers Creek drainage shed as mapped on Camden County’s GIS System and is a part of a larger 80.7 acre drainage area located on the north side of US 158. The proposed re-subdivision (23.9 acres) was graded with drainage improvements installed when the Camden Business Park was built. The land remains vacant and is maintained with a grass

Attachment: Ordinance Camden Station Subdivision (2862 : Preliminary Plan Camden Station Major Subdivision)

groundcover. The rest of the drainage area (total of 80.7 acres) consists of a mix of a small amount of commercial, vacant lots, and agricultural uses. A network of swales / ditches drain the area from north to south where runoff is collected in a substantial roadside ditch along US 158 which generally flows from east to west (although there is interconnectivity with the adjacent drainage shed to the east). Runoff is then conveyed to an outfall on the south side of US 158 via three culverts spaced along the frontage of the drainage area, with the westernmost culvert conveying the bulk of the flow.

TECHNICAL REVIEW STAFF COMMENTS

- 1. **Camden County Water.** Water Available
- 2. **Camden County Sewer.** Sewer Available
- 3. **South Camden Fire Department.** Reviewed with no comments.
- 4. **Pasquotank EMS (Central Communications).** Subdivision/road names approved as is.
- 5. **Sheriff’s Office.** Disapproved with comments.
- 6. **Postmaster Elizabeth City.** No response. Did not attend TRC meeting.
- 7. **Superintendent of Schools.** No response. Did not attend TRC meeting.
- 8. **Transportation Director of Schools.** Approved with comments (see attached).
- 9. **Camden Soil & Water Conservationist.** Approved.
- 10. **NCDOT.** No response.
- 11. **Mediacom.** No response.
- 12. **Century Link.** Requested Developer be given contact information
- 13. **Dominion Energy.** Reviewed. Sent comments to Engineer.

PLANS CONSISTENCY

CAMA Land Use Plan Policies & Objectives:
Consistent Inconsistent

CAMA Future Land Use Maps has land designated as Industrial.

2035 Comprehensive Plan
Consistent Inconsistent

Comprehensive Plan Future Land Use Maps has area designated as Mixed Use Employment.

Comprehensive Transportation Plan
Consistent Inconsistent

Property in Camden Business Park which abuts HWY 158 and internal road will be dedicated to public.

Attachment: Ordinance Camden Station Subdivision (2862 : Preliminary Plan Camden Station Major Subdivision)

FINDINGS REGARDING ADDITIONAL REQUIREMENTS:

Yes No **Endangering the public health and safety?**

In staff's opinion, application does not appear to endanger public health and safety.

Yes No **Injure the value of adjoining or abutting property.**

In staff's opinion, application does not appear to injure the value of adjoining or abutting property.

EXCEED PUBLIC FACILITIES:

Yes No **Schools:** Proposed development will generate 26 students (.67 per household X 39 lots). High School over capacity: **2019/2020 capacity: 570 Enrollment: 599 – Capacity does not include modular units for Camden Early College**

Yes No **Fire and rescue:** Approved.

Yes No **Law Enforcement:** Not Approved

Staff and Planning Board recommend approval of Camden Station Subdivision based on current by right zoning with the following recommendations:

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 2020-06-43).
3. 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 listed as Building Pad Elevations. These elevations shall be verified by a Surveyor or Engineer licensed to do business in North Carolina prior to final inspection for the dwelling.
4. No land disturbing activities shall start until the County Planning Department receives approved DENR Stormwater Permit and Erosion & Sediment Control Plan for the Development.

Attachment: Ordinance Camden Station Subdivision (2862 : Preliminary Plan Camden Station Major Subdivision)

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 Camden Station Subdivision 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.
 - b. The re-certification to the County of the approved drainage plan every five years from date of recording of Final Plat.
 - c. Maintenance of all open space, gardens 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.
8. Constructions drawings to reflect turning radius of cul-de-sacs be minimum 43.5' as requested by the Transportation Director of Camden County Schools.
9. Construction drawings to reflect bus stop with shelter as requested by the Chief Operations Officer of Camden County Schools.
10. On the North East side of development the Farmland Compatibility Standards (Article 151.5.5 of the UDO) and NC General Statute 153A-340 shall be applied.

The Planning Board Approval

The Planning Board voted 5-0 to recommend approval of Ordinance 2020-12-02/Major Subdivision application (UDO 2020-06-43) with the following:

Motion for Consistency Statement:

- The proposed subdivision is inconsistent with the 2005 CAMA Land Use Plan in that the CAMA **Future Land Use Maps** has property identified as Industrial; and
- The proposed subdivision is inconsistent with 2012 Comprehensive Plan **Future Land Use Maps** in that the plan identifies the property as Mixed Use Employment: however
- The proposed project is consistent with the 2012 Comprehensive Plan **Policies** because the Plan did not actually rezone specific properties, but new zoning districts were created such that rezoning of property to moderate density within the Policy parameters in the Plan would be allowed
- This property was rezoned in 2019 to Village Residential and is consistent with the policies of that zoning district

Effective Date

This Ordinance is effective upon adoption.

Adopted by the Board of Commissioners for the County of Camden this 4th day of January, 2021.

ATTEST:

Tom White, Chairman
Camden County Board of Commissioners

Karen M. Davis
Clerk to the Board of Commissioners



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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.A
Meeting Date: January 04, 2021
Submitted By: Lisa Anderson, Tax Administrator
Taxes
Prepared by: Karen Davis
Item Title **Tax Report**
Attachments: Tax Report (PDF)
Recommendation: Approval.

**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>
2019	126,718.07	5,429.49
2018	45,410.76	2,061.04
2017	25,592.57	2,217.15
2016	10,532.05	1,430.53
2015	7,363.89	697.90
2014	10,371.76	1,030.08
2013	6,781.98	4,697.01
2012	5,683.74	7,467.73
2011	4,572.09	6,288.19
2010	4,149.58	4,530.18

Attachment: Tax Report (2880 : Tax Report)

TOTAL REAL PROPERTY TAX UNCOLLECTED	247,176.49
TOTAL PERSONAL PROPERTY UNCOLLECTED	35,849.30
TEN YEAR PERCENTAGE COLLECTION RATE	99.62%
COLLECTION FOR 2020 vs. 2019	3,901.35 vs. 11,808.55

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2019	98.29%
2018	99.37%
2017	99.61%

THIRTY LARGEST UNPAID ACCOUNTS

SEE ATTACHMENT "A"

THIRTY OLDEST UNPAID ACCOUNTS

SEE ATTACHMENT "B"

Attachment: Tax Report (2880 : Tax Report)

EFFORTS AT COLLECTION IN THE LAST 30 DAYS

ENDING November 2020

BY TAX ADMINISTRATOR

- 30 NUMBER DELINQUENCY NOTICES SENT
- 27 FOLLOWUP REQUESTS FOR PAYMENT SENT
- 0 NUMBER OF WAGE GARNISHMENTS ISSUED
- 0 NUMBER OF BANK GARNISHMENTS ISSUED
- 11 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: Tax Report (2880 : Tax Report)

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	7,411.65	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	01-8929-00-34-2503.0000	7,166.08	1	STONEBRIAR COMMERCIAL FINANCE	SOUTH MILLS	
R	02-8934-01-17-4778.0000	5,094.04	3	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	02-8934-01-18-6001.0000	4,506.18	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
R	02-8935-02-66-7093.0000	4,317.52	2	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	03-8899-00-45-2682.0000	3,839.99	10	SEAMARK INC.	SHILOH	HOLLY RD
R	02-8944-00-36-1417.0000	3,816.88	1	ROSA ALICE FEREBEE HEIRS	CAMDEN	165 IVY NECK RD
R	03-8899-00-16-2671.2425	3,759.22	1	SPRING LOTUS LLC	SHILOH	141 EDGEWATER DR
R	02-8944-00-75-7172.0000	3,376.93	1	KIM SAWYER	CAMDEN	110 MILL DAM RD N
R	02-8945-00-41-2060.0000	3,340.32	1	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	02-8934-01-18-8072.0000	3,234.74	1	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	02-8935-01-08-8786.0000	2,940.10	1	LINWOOD GREGORY	CAMDEN	253 SLEEPY HOLLOW RD
R	02-8934-01-29-4617.0000	2,923.24	1	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	02-8943-01-17-4388.0000	2,909.12	1	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	01-7081-00-52-7312.0000	2,805.98	1	WILLIAM K. COLONNA	SOUTH MILLS	256 CULPEPPER RD
R	02-8944-00-99-1027.0000	2,716.91	2	JOHNNIE MERCER HEIRS	CAMDEN	MCKIMMEY RD
R	01-7999-00-62-3898.0000	2,568.65	1	MICHAEL ASKEW	SOUTH MILLS	257 A OLD SWAMP RD
R	03-8962-00-67-1021.0000	2,509.41	3	CECIL BARNARD HEIRS	SHILOH	WICKHAM RD
R	02-8943-01-06-9013.0000	2,459.32	1	JEWEL H. DAVENPORT	CAMDEN	WINDY HEIGHTS DR
R	03-8962-00-05-0472.0000	2,335.19	1	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	03-8962-00-54-5080.0000	2,278.67	2	LORENZO MERCER	SHILOH	435 NECK RD
R	02-8934-01-29-4776.5853	2,234.11	1	C. RUSSELL HASTINGS JR.	CAMDEN	110 158 US W
R	01-7090-00-70-3221.0000	2,209.29	1	LONZO FISHER GREGORY	SOUTH MILLS	406 OLD SWAMP RD
R	03-8943-02-75-4196.0000	2,142.76	2	SHERILL M PRICE JR	SHILOH	115 COOKS LANDING RD
R	03-8965-00-37-4242.0000	2,099.04	2	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	02-8934-03-31-9750.0000	2,054.99	1	CAROLYN MCDANIEL	CAMDEN	195 COUNTRY CLUB RD
R	01-8907-00-08-4393.0000	2,047.13	2	CARLTON WOOLARD	SOUTH MILLS	1010 343 HWY N
R	01-7080-00-62-1977.0000	2,034.38	10	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-8952-00-95-8737.0000	2,032.30	2	AUDREY TILLET	SHILOH	171 NECK RD
R	03-8953-00-38-5803.0000	2,005.81	1	ROLAND ROGER SAWYER	SHILOH	142 PERKINS RD

Attachment: Tax Report (2880 : Tax Report)

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Delinquencies Top-30 Unpaid

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Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	7,411.65	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
RR	03-8899-00-45-2682.0000	10	3,839.99	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7080-00-62-1977.0000	10	2,034.38	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
RR	03-8952-00-95-8737.0000	10	2,032.30	AUDREY TILLET	SHILOH	171 NECK RD
RR	03-8943-04-93-8214.0000	10	1,987.78	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
RR	01-7988-00-91-0179.0001	10	1,929.64	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
RR	01-7999-00-32-3510.0000	10	1,856.74	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
RR	01-7999-00-12-8596.0000	10	1,787.55	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
RR	01-7989-04-60-1568.0000	10	945.00	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
RR	01-7989-04-60-1954.0000	10	922.16	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
RR	01-7090-00-60-5052.0000	10	777.91	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
RR	02-8936-00-24-7426.0000	10	670.53	BERNICE PUGH	CAMDEN	113 BOURBON ST
RR	03-9809-00-24-6322.0000	10	636.33	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
RR	02-8955-00-13-7846.0000	10	583.82	MARIE MERCER	CAMDEN	IVY NECK RD
RR	03-8980-00-61-1968.0000	10	313.93	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
RR	01-7090-00-95-5262.0000	10	253.12	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
RR	03-8980-00-84-0931.0000	10	252.86	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
RR	03-9809-00-45-1097.0000	10	201.43	MICHAEL OBER	SHILOH	CENTERPOINT RD
RR	03-8899-00-37-0046.0000	10	152.13	ELIZABETH LONG	SHILOH	HIBISCUS
RR	03-9809-00-17-2462.0000	10	138.72	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
RR	03-8962-00-04-9097.0000	9	2,509.41	CECIL BARNARD HEIRS	SHILOH	NECK RD
RR	03-8990-00-64-8379.0000	9	1,088.57	CHRISTOPHER FROST-JOHNSON	SHILOH	LITTLE CREEK RD
RR	02-8935-01-07-0916.0000	9	846.93	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
RR	01-7989-04-90-0938.0000	9	623.75	DORIS EASON	SOUTH MILLS	1352 343 HWY N
RR	03-8962-00-60-7648.0000	9	281.11	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
RR	03-8965-00-37-4242.0000	8	2,099.04	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
RR	01-7091-00-64-6569.0000	8	1,385.62	CLARENCE D. TURNER JR.	SOUTH MILLS	STINGY LN
RR	03-8962-00-55-5300.0000	8	427.31	OCTAVIA COPELAND HEIRS	SHILOH	457 NECK RD
RR	03-8899-00-36-1568.0000	8	400.52	PETER BUTSAVAGE	SHILOH	HIBISCUS RD
RR	03-9809-00-66-0120.0000	8	286.40	RANDELL CRIDER	SHILOH	SAILBOAT RD

Attachment: Tax Report (2880 : Tax Report)

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Delinquencies Top-30 Oldest

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001709	1,934.38	10	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0000295	792.09	1	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001104	673.59	3	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0001046	663.65	8	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001538	653.15	10	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0000738	618.22	9	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001072	569.40	10	PAM BUNDY	SHILOH	105 AARON DR
P	0000297	517.95	3	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0001827	483.28	8	KAREN BUNDY	CAMDEN	431 158 US W
P	0001681	414.72	8	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001230	411.11	8	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0000846	403.85	1	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0001694	288.99	8	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0002194	285.59	2	AARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD S
P	0001106	242.94	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0002525	239.04	1	JOSEPH VINCENT CARDYN	SHILOH	260 ONE MILL RD
P	0001952	238.91	8	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0001976	205.03	2	ANA ALICIA MARTINEZ LOPEZ	SHILOH	110 AARON DR
P	0002442	200.37	3	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0001408	193.32	2	SHELLY MARIE AMMON	SOUTH MILLS	612 MAIN STREET
P	0001693	161.46	10	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001899	148.83	1	DONALD SIMMONS PORTER JR	CAMDEN	163 SANDHILLS RD
P	0000945	145.18	2	RAMONA F. TAZEWEEL	CAMDEN	239 SLEEPY HOLLOW RD
P	0001150	136.45	3	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0003405	126.72	1	JOHN R BARKER	SHILOH	108 SASSAFRAS LN
P	0001689	125.28	3	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0001639	123.29	6	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
P	0000385	121.17	4	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND
P	0002921	120.68	4	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0003559	116.07	1	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W

Attachment: Tax Report (2880 : Tax Report)

12/21/20 11:52:09

Delinquencies Top-30 Unpaid

1

Handwritten notes:
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Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001709	10	1,934.38	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001046	10	663.65	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001538	10	653.15	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0000738	10	618.22	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001072	10	569.40	PAM BUNDY	SHILOH	105 AARON DR
P	0001827	10	483.28	KAREN BUNDY	CAMDEN	431 158 US W
P	0001106	10	242.94	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001693	10	161.46	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001639	9	123.29	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
P	0001681	8	414.72	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001230	8	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001694	8	288.99	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	8	238.91	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0000295	4	792.09	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000846	4	403.85	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0000385	4	121.17	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND
P	0002921	4	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0000770	4	108.00	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0001104	3	673.59	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0000297	3	517.95	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0001976	3	205.03	ANA ALICIA MARTINEZ LOPEZ	SHILOH	110 AARON DR
P	0002442	3	200.37	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0001408	3	193.32	SHELLY MARIE AMMON	SOUTH MILLS	612 MAIN STREET
P	0000945	3	145.18	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0001150	3	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0001689	3	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0002468	3	106.72	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
P	0002194	2	285.59	AARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD S
P	0002902	2	110.28	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0002525	1	239.04	JOSEPH VINCENT CARDYN	SHILOH	260 ONE MILL RD

Attachment: Tax Report (2880 : Tax Report)

12/21/20 11:52:09

Delinquencies Top-30 Oldest

1
Personal



CAMDEN COUNTY

NORTH CAROLINA • USA

Boundless Opportunities.

Board of Commissioners AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.B
Meeting Date: January 04, 2021
Submitted By: Ken Bowman,
Administration
Prepared by: Karen Davis

Item Title **Camden County Code of Ordinances - Chapter 70 Revision**

Attachments: Agenda Summary Repeal and Replace Chapter 70
(003) (DOCX)
CHAPTER 70 Revised Dec 14 2020 Clean Golf Cart
(DOCX)

Agenda summary and supporting documentation attached.

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

Meeting Date: January 4, 2021

Attachments: Revised Chapter 70

Submitted By: County Manager

Item Title: Revise Chapter 70
REGULATING THE USE OF GOLF CARTS ON PUBLIC STREETS

Summary:

In 2009 Camden County established an ordinance to allow the use and regulation of golf carts limited to one residential subdivision. Other subdivisions were allowed to apply to the Board of Commissioners one at a time for use of golf carts in their specific subdivision. Over time multiple neighborhoods have made this request and the Board of Commissioners has directed staff to revise the ordinance to allow their use in any residential subdivision subject to specific permitting, licensing and regulations.

The proposed Ordinance repeals the existing Chapter 70 and replaces it with a new **Chapter 70** Regulating the use of golf carts on public streets.

Recommendation:

Motion to:

Repeal and replace Chapter 70 of the Camden County code of Ordinances Regulating the use of golf carts on public streets.

Ordinance No. 2021-01-02**An Ordinance
Amending the Camden County
Code of Ordinances****Camden County, North Carolina**

BE IT ORDAINED BY THE CAMDEN COUNTY BOARD OF COMMISSIONERS as follows:

Article I: Purpose

The purpose of this Ordinance is to **REPEAL AND REPLACE CHAPTER 70** of the Camden County Code of Ordinances of Camden County, North Carolina, which was originally adopted by the County Commissioners by Ordinance. 2009-11-01, passed 12-7-11 and subsequently, and as otherwise incorporated into the Camden County Code

**📖 CHAPTER 70: REGULATING THE USE OF GOLF CARTS
ON PUBLIC STREETS**

Section

- [70.01](#) Purpose, intent and findings
- [70.02](#) Definitions
- [70.03](#) Policy statement and liability disclaimer
- [70.04](#) Rules and regulations
- [70.05](#) Permit required

- [70.99](#) Penalty

📖 § 70.01 PURPOSE, INTENT AND FINDINGS.

- A. The purpose of this ordinance is to promote the health, safety and welfare of persons operating golf cart(s) within Camden County Residential Subdivisions and side streets with posted speed limits of 35 MPH or less and to protect the safety of their passengers and other users of roads
- B. Pursuant to G.S. § 153A-245, Camden County may by ordinance regulate the operation of golf carts as defined in G.S. § 20-4.01(12a) on any public street, road or highway where the speed limit is 35 miles per hour or less within the

county that is located in any unincorporated areas of the county or on any property owned or leased by the county.

- C. Further pursuant to G.S. § 153A-245, Camden County may by ordinance require the registration of golf carts, charge a fee for the registration, specify who is authorized to operate golf carts, and specify the required equipment, load limits, and the hours and methods of operation of golf carts.
- D. The Camden County Board of Commissioners desires to allow the use of golf carts within the county in accordance with state law and local law while at the same time preserve and address the interest of public safety associated with such use.
- E. Camden County finds that unregulated use of golf carts on public streets and roads is detrimental to the safety of the citizens of Camden County. This chapter has been expanded to include the entire county.



§ 70.02 DEFINITIONS.

For purposes of this chapter the following definitions shall apply unless the context clearly indicates or requires a different meaning.

- **GOLF CART.** A vehicle designed and manufactured for operation on a golf course for sporting or recreational purposes and that is not capable of exceeding speeds of 20 miles per hour.
- **Driver's License:** A valid license issued to operate a motor vehicle issued by North Carolina or any other state.
- **Financial Responsibility:** Liability insurance coverage on a golf cart in an amount not less than required by North Carolina law for motor vehicles operated on public highways in the State of North Carolina.
- **Operator:** Only persons over 16 years of age and holding a valid driver's license may operate a golf cart on roads.

§ 70.03 POLICY STATEMENT AND LIABILITY DISCLAIMER.

This chapter is adopted to address the interest of public safety under which the provisions of G.S. § 153A-245 which provides counties with the authority to regulate the use of golf carts that have not been outfitted and registered as required by state law. Generally, golf carts (hereinafter "carts") that have not been outfitted and registered are not designated or manufactured to be used anywhere other than golf courses, and Camden County in no way advocates or endorses their operation elsewhere within the county. The county, by regulating such operation, is merely trying to address obvious safety issues, and adoption of this chapter is not to be relied upon as a determination that operation is safe or advisable if done in accordance with this chapter. All persons who operate or ride upon carts do so at their own risk and peril, and must be observant of and attentive to the safety of themselves and others, including their passengers, other motorists, bicyclists, and pedestrians. Camden County has no liability under any

theory of liability for permitting carts to operate in the county. The owner and operator of the cart is responsible for any liability involved in using the cart. The county does not encourage cart operation and does not represent that the operation of carts under these rules will render cart operation safe and without risk to the driver and passenger(s) of a cart.

§ 70.04 RULES AND REGULATIONS.

- A) Carts may not be operated on or alongside a public road or street with a posted speed limit greater than 35 miles per hour.
- B) Carts may cross a road with a posted speed limit greater than 35 mph. However, once this segment of road has been traversed, the golf cart is still required to travel only on or along a roadway with a speed limit of 35 mph or less. Golf carts must cross in a manner that is the most direct route in order to decrease crossing distance, i.e. no riding along a road or crossing at an angle. Under no circumstance is a golf cart allowed to cross a control access facility other than at bridges which cross over or under a control access facility.
- C) Carts that are not equipped and registered as required by the State Motor Vehicle Law may only operate on public streets and roads within the County of Camden as set forth herein and in accordance with these rules and regulations. Operation of carts in violation of these rules and regulations shall be subject to the penalty provisions of § [70.99](#) or, in egregious cases, may constitute reckless driving as defined in the North Carolina General Statutes.
- D) All carts operated on the streets must have a valid and visible permit sticker from the Camden County Tax Office. A yearly fee as established by the Camden County Fee Schedule on a per cart basis will be charged by the Camden County Tax Office for a permit sticker. There will be no prorated registrations nor will there be any refunds issued. A 31-day re-registration period for all previously registered golf carts will be permitted during the month of January each year for an annual registration charge per the Camden Fee Schedule. Owners re-registering after January 31 of each year will be considered expired until re-registered and not permitted to use the golf carts in the associated areas. Driving a golf cart without a current registration will result in a fine as determined by the Camden County Fee Schedule. A list of all registrations will be maintained by the Camden County Tax Office and the Camden County Sheriff's Office. The golf cart owner is responsible for maintaining their registration, no notices will be mailed. If a golf cart is purchased during the calendar year, the fee will not be prorated and would be the amount established as per the Camden Fee Schedule.
- E) Any person who operates a golf cart on public streets and roads must adhere to all applicable State and local laws, regulations and ordinances, including but not limited to
 - 1) all traffic rules and regulations adopted by the State of North Carolina and the Camden County which governs the operation of motor vehicles

- 2) those banning the possession and use of alcoholic beverages, and all other illegal drugs. In addition, no golf cart containing any open container of alcohol shall be operated on public roads
- F) Any person who operates a golf cart must be responsible for all liability associated with operation of the golf cart and must have liability insurance coverage which will cover the use of a golf cart in an amount not less than required by North Carolina law for motor vehicles operated on public highways in the State of North Carolina
- G) Drivers of carts shall stay to the far right of the traveled portion of the road and yield to the right-of-way to overtaking motor vehicles and pedestrians.
- H) Golf carts without lights may be operated only during daylight hours. Golf carts meeting the requirements set forth below may operate at any time:
 - 1) Golf carts having two (2) operating headlights, one on each side of the front of the golf cart and
 - 2) two (2) operating tail lights, one on each side of the rear of the cart,
 - 3) all four (4) lights must be visible from a distance of 500 feet; and
 - 4) If a mechanical turn signal indicator is not installed, then hand signals are required for turns.
- I) Golf carts must have basic equipment supplied by the manufacturer, including a vehicle identification or serial number. Such equipment must include all safety devices as installed by said manufacturer, including rear view mirror and a rear triangle reflector of the same type required by North Carolina law. Persons are prohibited from standing on a cart while the cart is in operation.
- J) The maximum occupancy of a cart traveling on the street is one person per bucket seat or two people per bench seat. The operator shall not allow passengers to ride on any part of a golf cart not designed to carry passengers, such as the part of the golf cart designed to carry golf bags.
- K) Children must be properly seated while a cart is in motion and may not be transported in a negligent manner.
- L) If the cart is equipped with seat belts, all passengers are to wear the seat belts at all times the cart is in motion.
- M) A driver must be at least 16 years old and possess a valid state-issued driver's license. Cart operators must carry their driver's license on their person at all times while operating a cart on public streets and roads in the county.
- N) No cart may be operated at a speed greater than reasonable and prudent for the existing conditions, and in no instance at a speed greater than 20 miles per hour.
- O) No cart may be operated in a careless or reckless manner.
- P) Carts shall not be operated or parked on sidewalks.
- Q) Carts shall not be operated on private property without the permission and consent of the property owner, property manager or home owner's association, if applicable.
- R) The Camden County Sheriff's Office interpretation of the above rules and regulations are final. The Camden County Sheriff's Office will maintain its interpretation in a written and published manner.

§ 70.05 PERMIT REQUIRED.

- A. Cart owners must complete the Golf Cart Owner Registration Form and show proof of license to drive to the Camden County Tax Office. The completed forms will be maintained by the Camden County Tax Office and the Camden County Sheriff's Office. Visible proof of compliance must be attached to a conspicuous place on the cart.
- B. The Camden County Tax Office is hereby authorized to issue a permit for a fee as published by the Camden County Fee Schedule to all appropriate applicants, one per cart. When issuing this permit, Camden County Tax Office staff shall require the applicant to sign a statement certifying he or she has read the provisions on the county's ordinance on cart usage as set forth in this chapter.
- C. Each owner must have proof of ownership, and liability insurance, and a completed Waiver of Liability, releasing Camden County from liability that may arise as a result of operation of a golf cart inside Camden County. These documents must be in the golf cart at all times while in operation on public roads.
- D. All golf carts must meet the requirements or minimum standards of safety equipment as set forth above in this Ordinance
- E. Lost or Stolen Permit/Stickers are the responsibility of the owner and must be replaced before the golf cart is operated on a public road.

§ 70.99 PENALTY.

- A. A violation and/or repeated violations of this chapter may result in any combination of the following: a fine, loss of privileges (loss of permit sticker) for up to one year and/or revocation of said permit, and/or prosecution in a court of law.
- B. Violation of this chapter shall be a misdemeanor and punished with a fine as published by the Camden County Fee Schedule for each violation, provided, however, that operating a cart under the influence of an impairing substance, alcohol or drugs, on a public road or highway is not a violation of this chapter, but a violation of state law, and is punishable as provided in G.S. Chapter 20.
- C. The Camden County Tax Office retains the right to refuse to issue any permit. The Camden County Sheriff retains the right to revoke any permit for up to 12 months in the event of repeated violations of this chapter or conviction of driving while impaired and/or reckless driving.

Effective Date

This Ordinance is effective upon adoption.

Adopted by the Board of Commissioners for the County of Camden this 4th day of January, 2021.

ATTEST:

Tom White, Chairman
Camden County Board of Commissioners

Karen M. Davis
Clerk to the Board of Commissioners



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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Board Appointments

Item Number: 7.A
Meeting Date: January 04, 2021
Submitted By: Karen Davis, Clerk to the Board
Administration
Prepared by: Karen Davis

Item Title **Tourism Development Authority**

Attachments:

Summary:

It is the recommendation of staff that Dismal Swamp Welcome Center Director Sarah Hill be appointed to the Tourism Development Authority as Chair to replace outgoing Chair, Donna Stewart.

Recommendation:

Approval.



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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Board Appointments

Item Number: 7.B

Meeting Date: January 04, 2021

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

Item Title **Adult Care Home Community Advisory Committee**

Attachments:

Summary:

It is the request of the Adult Care Home Community Advisory Committee that Tammie Krauss be reappointed for an additional term.

Recommendation:

Approval.



**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Board Appointments

Item Number: 7.C
Meeting Date: January 04, 2021
Submitted By: Karen Davis, Clerk to the Board
Administration
Prepared by: Karen Davis

Item Title South Camden Fire Commission

Attachments:

Summary:

It is the request of the South Camden Fire Commission that Zenas Jennings be reappointed for an additional term.

Recommendation:

Approval.



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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Board Appointments

Item Number: 7.D

Meeting Date: January 04, 2021

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

Item Title **Regional Advisory Council - Area Agency on Aging**

Attachments: Penny Leary Smith_Regional Advisory Council (PDF)

Summary:

See attached request to appoint Penny Leary Smith to the Area Agency on Aging Regional Advisory Council.



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

December 7, 2020

Ms. Karen Davis, Clerk to the Board
 Camden County
 PO Box 190
 Camden, NC 27921

Dear Ms. Davis:

The Albemarle Commission Area Agency on Aging (AAA) is in need of one appointed representative on our Regional Advisory Council (RAC). Ms. Penny Leary Smith has expressed an interest in being an advocate for the older adults in **Camden County**. I would like to recommend that this individual be formally appointed by your Board.

Penny Leary Smith
289 NC Hwy 343 N
Camden, NC 27921

The RAC meets quarterly to give direction and guidance to the AAA's efforts in serving the senior population in **Camden County**. The primary purpose of this council is to serve as advocates for older adults, their caregivers and their families living within the service area of the Albemarle Commission as specified by the Older American's Act. This group is primarily responsible for providing guidance and input in our 4-year area plan to serve older adults in Northeast North Carolina.

Appointment length to this council can vary based on the county preference, but should be no less than a two-year term.

Should you have any questions or concerns, please feel free to contact me at 252-426-8244. I thank you in advance for your assistance.

Most Sincerely,

Jasmine S. Wilson, Aging Program & Contracts Specialist
 Albemarle Commission Area Agency on Aging



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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Consent Agenda

Item Number:	8.A
Meeting Date:	January 04, 2021
Submitted By:	Karen Davis, Clerk to the Board Board of Commissioners Prepared by: Karen Davis
Item Title	BOC Meeting Minutes - December 7, 2020
Attachments:	bocminutes_120720 (DOCX)

**Camden County Board of Commissioners
December 7, 2020
Organizational & Regular Meeting – 8:30 AM
Historic Courtroom - Camden, North Carolina**

MINUTES

The Organizational & Regular meeting of the Camden County Board of Commissioners was held on December 7, 2020 in the Historic Courtroom, Camden, North Carolina.

WELCOME & CALL TO ORDER

The meeting was called to order by Chairman Tom White at 8:30 AM. Also Present: Vice Chairman Clayton Riggs, Commissioners Randy Krainiak, Ross Munro and Commissioner Elect Tiffney White. Commissioner Garry Meiggs was absent.

INVOCATION & PLEDGE OF ALLEGIANCE

Pastor Marc O’Neal gave the invocation and led in the Pledge of Allegiance.

ITEM 1. CONSIDERATION OF AGENDA

Motion to approve the agenda as presented.

RESULT:	PASSED [4-0]
MOVER:	Randy Krainiak
AYES:	Tom White, Randy Krainiak, Clayton Riggs, Ross Munro
ABSENT:	Garry Meiggs

ITEM 2. SPECIAL RECOGNITION

- County Manager Ken Bowman recognized Emergency Management Director Christy Saunders, as she is retiring in December. Mrs. Saunders will be presented with a gift basket at a later date as she was unable to be present.
- Mr. Bowman and the Board recognized Dismal Swamp Welcome Center Director Donna Stewart for her retirement in December.

ITEM 3. SWEARING-IN CEREMONY

The Honorable Judge Eula E. Reid administered oaths of office to the following:

- Commissioner Randy Krainiak
- Commissioner Ross Munro
- Commissioner Elect Tiffney White
- Register of Deeds Tammie Krauss
- Board of Education Member Kevin Heath
- Board of Education Member Christian Overton
- Soil & Water Conservation District Supervisor Don Lee Keaton

Upon taking the oath of office, Commissioner Tiffney White joined the Board at the dais.

ITEM 4. ELECTION OF CHAIRMAN TO THE BOARD

County Manager Ken Bowman opened the floor for nominations to Chairman to the Board.

Commissioner Randy Krainiak nominated Tom White to remain as Chairman. There being no further nominations, Tom White was elected as Chairman to the Board by acclamation.

ITEM 5. ELECTION OF VICE CHAIRMAN TO THE BOARD

Chairman Tom White opened the floor for nominations for Vice Chairman to the Board.

Commissioner Randy Krainiak nominated Commissioner Ross Munro to serve as Vice Chairman. There were no additional nominations.

Motion to appoint Ross Munro as Vice Chairman to the Board.

RESULT: PASSED [5-0]
MOVER: Randy Krainiak
AYES: Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

ITEM 6. APPROVAL OF BONDS

Bond approval for the following:

- Board of Commissioners - County of Camden
- Finance Officer - County of Camden
- Finance Officer - Camden Tourism Development Authority
- Finance Officer - Courthouse/Shiloh Fire Commission
- Finance Officer - South Mills Fire Commission
- Finance Officer - Joyce Creek Drainage District
- Finance Officer - South Camden Water & Sewer District
- Register of Deeds - County of Camden
- Sheriff - County of Camden
- Tax Assessor & Collector - County of Camden

Motion to approve the bonds as presented.

RESULT: PASSED [5-0]
MOVER: Ross Munro
AYES: Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

ITEM 7. 2021 MEETING CALENDAR



CAMDEN COUNTY BOARD OF COMMISSIONERS
2021 Regular Meeting Calendar

<u>MEETING DATE / TIME</u>		<u>AGENDA ITEMS DEADLINE</u>	
Monday, January 4, 2021	7:00 PM	Monday, December 21, 2020	12:00 PM
Monday, February 1, 2021	7:00 PM	Tuesday, January 26, 2021	12:00 PM
Monday, March 1, 2021	7:00 PM	Tuesday, February 23, 2021	12:00 PM
Monday, April 5, 2021	7:00 PM	Tuesday, March 30, 2021	12:00 PM
Monday, May 3, 2021	7:00 PM	Tuesday, April 27, 2021	12:00 PM
Monday, June 7, 2021	7:00 PM	Tuesday, June 1, 2021	12:00 PM
Tuesday, July 6, 2021	7:00 PM	Tuesday, June 29, 2021	12:00 PM
Monday, August 2, 2021	7:00 PM	Tuesday, July 27, 2021	12:00 PM
Monday, September 13, 2021	7:00 PM	Tuesday, September 7, 2021	12:00 PM
Monday, October 4, 2021	7:00 PM	Tuesday, September 28, 2021	12:00 PM
Monday, November 1, 2021	7:00 PM	Tuesday, October 26, 2021	12:00 PM
Monday, December 6, 2021	10:00 AM	Tuesday, November 30, 2021	12:00 PM

Motion to approve the 2021 Meeting Calendar as presented.

RESULT:	PASSED [5-0]
MOVER:	Ross Munro
AYES:	Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

ITEM 8. 2021 STATE HOLIDAY SCHEDULE

2021 Holiday Schedule		
Holiday	Observance Date	Day of Week
New Year's Day	January 1, 2021	Friday
Martin Luther King, Jr. Birthday	January 18, 2021	Monday
Good Friday	April 2, 2021	Friday
Memorial Day	May 31, 2021	Monday
Independence Day	July 5, 2021	Monday
Labor Day	September 6, 2021	Monday
Veterans Day	November 11, 2021	Thursday
Thanksgiving	November 25 & 26, 2021	Thursday & Friday
Christmas	December 23, 24 & 27, 2021	Thursday, Friday & Monday

Motion to approve the 2021 State Holiday Schedule as presented.

RESULT:	PASSED [5-0]
MOVER:	Tiffney White
AYES:	Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

ITEM 9. PUBLIC COMMENTS

Melissa Linton of South Mills addressed the Board. Ms. Linton expressed her concern in regard to the approval of the South Mills Landing Preliminary Plan. Her concerns included the following:

- Continued flooding in the area
- The current rules in place in regard to development
- Inappropriate comments made by commissioners at the November meeting

Ms. Linton also addressed Commissioner Tiffney White and requested that in making future decisions, that consideration be given to what is best for the citizens.


ITEM 10. CONFLICT OF INTEREST DISCLOSURE STATEMENT

Clerk to the Board Karen Davis read the Conflict of Interest Disclosure Statement.

ITEM 11. PRESENTATIONS

A. Camden TDA Photo Contest

Donna Stewart recognized the winners of the Camden Tourism Development Authority Photo Contest. There were 57 entries from 18 different individuals in five categories: Land & Water Scapes, Wildlife, Architecture, People and Wildcard. Contest judges were Ken Ferguson, Amanda Madeira, Amy Gibbons, Kayla Eller and Ross Munro. Winning photos will be displayed in County office buildings and used for promotional purposes.



2020 Camden TDA Photo Contest ~ Ribbon Winners – 11/24/2020

Landscapes & Waterscapes:
 1st Place: Chris King ~ Image #14 (Treasure Point Mornings)
 2nd Place: Courtney Emmons ~ Image #18 (Ecclesiastes 3:11)
 3rd Place: Courtney Emmons ~ Image #15 (Fall on the Canal)
 Honorable Mention: Courtney Emmons ~ Image #19 (Sunrise)

Wildlife:
 1st Place: Chris King ~ Image #2 (Flight of the Great One)
 2nd Place: Randall Harris ~ Image #3 (Dragonfly)
 3rd Place: Donna Rose ~ Image #5 (I'm Too Handsome, eat the other white meat)
 Honorable Mention: Brenda Bowman ~ Image #1 (Wildlife on Display at Dismal Day)

Architecture:
 1st Place: Chris King ~ Image #1 (Country Architecture at Sunrise)
 2nd Place: Donna Rose ~ Image #2 (Camden United Methodist Church)
 3rd Place: Ashley Jennings ~ Image #9 (New Life to Old Barn) – (Camden employee-Register of Deeds office)
 Honorable Mention: Kathryn Ferguson ~ Image #3 (Silo Project #1)

Camden County Tourism Development Authority
 2356 US Hwy 17 N ♦ South Mills, NC 27976 ♦ Phone: (252) 771-8333 ♦ Fax: (252) 771-2055
www.VisitCamdenCountyNC.com

People:
 1st Place: Kimi Mills ~ Image #6 (Smile Cowboy)
 2nd Place: Jeremy Hamilton ~ Image #5 (He Thinks We are Just Fishing)
 3rd Place: Krista Phelps ~ Image #3 (Beauty in the Cotton Plant)
 Honorable Mention: Ashley Jennings ~ Image #1 (Call of Duty) – (Camden employee- Register of Deeds office)

Wildcard:
 1st Place: Jenn Tillett ~ Image #4 (Fall Pumpkins)
 2nd Place: Chris King ~ Image #3 (Milky Way Nights)
 3rd Place: Donna Rose ~ Image #8 (Oh What a Beautiful Day)
 Honorable Mention: Kimi Mills ~ Image #9 (Quarantine Masquerade)

County Manager's Award:
 1st Place: Chris King ~ Image #14 (Treasure Point Mornings)

County Commissioners Award:
 1st Place: Chris King ~ Image #14 (Treasure Point Mornings)

Camden County Tourism Development Authority
 2356 US Hwy 17 N ♦ South Mills, NC 27976 ♦ Phone: (252) 771-8333 ♦ Fax: (252) 771-2055
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Mrs. Stewart also recognized outgoing Commissioner Garry Meiggs for his contributions to the Tourism Development Authority during his tenure.

ITEM 12. NEW BUSINESS

A. Tax Reports – Lisa Anderson

September 2020 Report

**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>
2019	135,352.52	6,560.02
2018	45,525.37	2,078.82
2017	22,588.78	2,291.26
2016	10,651.45	1,432.60
2015	7,363.89	699.97
2014	10,435.64	1,031.88
2013	6,818.62	4,697.01
2012	5,683.74	7,485.57
2011	4,572.09	6,288.19
2010	4,149.58	4,530.18

TOTAL REAL PROPERTY TAX UNCOLLECTED	253,141.68
TOTAL PERSONAL PROPERTY UNCOLLECTED	37,095.50
TEN YEAR PERCENTAGE COLLECTION RATE	99.61%
COLLECTION FOR 2020 vs. 2019	9,789.58 vs. 7,885.69
LAST 3 YEARS PERCENTAGE COLLECTION RATE	
2019	98.16%
2018	99.37%
2017	99.65%

EFFORTS AT COLLECTION IN THE LAST 30 DAYS	
ENDING	Sept. 2020
BY TAX ADMINISTRATOR	
165	NUMBER DELINQUENCY NOTICES SENT
18	FOLLOWUP REQUESTS FOR PAYMENT SENT
0	NUMBER OF WAGE GARNISHMENTS ISSUED
0	NUMBER OF BANK GARNISHMENTS ISSUED
12	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

30 Largest Unpaid – Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-7081-00-45-8139.0000	8,872.28	2	ADA VIRGINIA SANFORD ET AL	SOUTH MILLS	303 MCPHERSON RD
R	01-7989-00-01-1714.0000	7,411.65	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	01-8929-00-34-2503.0000	7,166.08	1	STONEBRIAR COMMERCIAL FINANCE	SOUTH MILLS	
R	02-8934-01-17-4778.0000	5,094.04	3	LARRY C. LAMB SR	CAMDEN	152 158 US W
R	02-8934-01-18-6001.0000	4,506.18	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
R	02-8935-02-66-7093.0000	4,354.16	2	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	03-8899-00-16-2671.2425	4,095.48	1	SPRING LOTUS LLC	SHILOH	141 EDGEWATER DR
R	03-8899-00-45-2682.0000	3,839.99	10	SEAMARK INC.	SHILOH	HOLLY RD
R	02-8944-00-36-1417.0000	3,816.88	1	ROSA ALICE FEREBEE HEIRS	CAMDEN	165 IVY NECK RD
R	03-8972-00-54-4332.0000	3,764.55	1	GILBERT WAYNE OVERTON &	SHILOH	1330 343 HWY S
R	02-8944-00-75-7172.0000	3,376.93	1	KIM SAWYER	CAMDEN	110 MILL DAM RD N
R	02-8934-01-18-8072.0000	3,234.74	1	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	02-8935-01-08-8786.0000	2,940.10	1	LINWOOD GREGORY	CAMDEN	253 SLEEPY HOLLOW
R	02-8945-00-41-2060.0000	2,923.24	1	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	02-8943-01-17-4388.0000	2,922.52	1	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	01-7081-00-52-7312.0000	2,909.12	1	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	02-8944-00-99-1027.0000	2,805.98	1	WILLIAM K. COLONNA	SOUTH MILLS	256 CULPEPPER RD
R	01-7999-00-62-3898.0000	2,716.91	2	JOHNNIE MERCER HEIRS	CAMDEN	MCKIMMEY RD
R	02-8944-00-99-1027.0000	2,568.65	1	MICHAEL ASKEW	SOUTH MILLS	257 A OLD SWAMP RD
R	03-8962-00-67-1021.0000	2,509.41	3	CECIL BARNARD HEIRS	SHILOH	WICKHAM RD
R	02-8943-01-06-9013.0000	2,459.32	1	JRWEL H. DAVENPORT	CAMDEN	WINDY HEIGHTS DR
R	03-8962-00-05-0472.0000	2,335.19	1	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	03-8962-00-54-5080.0000	2,278.67	2	LORENZO MERCER	SHILOH	435 NECK RD
R	02-8934-01-29-4776.5853	2,234.11	1	C. RUSSELL HASTINGS JR.	CAMDEN	110 158 US W
R	01-7090-00-70-3221.0000	2,209.29	1	LONZO FISHER GREGORY	SOUTH MILLS	406 OLD SWAMP RD
R	03-8943-02-75-4196.0000	2,142.76	2	SHERILL M PRICE JR	CAMDEN	115 COOKS LANDING
R	03-8965-00-37-4242.0000	2,039.04	2	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	02-8934-03-31-9750.0000	2,054.99	1	CAROLYN MCDANIEL	SHILOH	195 COUNTRY CLUB R
R	01-8907-00-08-4393.0000	2,047.13	2	CARLTON WOOLARD	SOUTH MILLS	1010 343 HWY N
R	01-7080-00-62-1977.0000	2,034.38	10	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS FL

Attachment: bocminutes_120720 (2860 : BOC Meeting Minutes - December 7, 2020)

30 Oldest Unpaid – Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
	01-7989-00-01-1714.0000	10	7,411.65	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
	03-8899-00-45-2692.0000	10	3,839.99	SEAMARK INC.	SHILOH	HOLLY RD
	01-7997-00-62-1977.0000	10	2,034.38	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
	03-8952-00-95-8737.0000	10	2,032.30	AUDREY TILLET	SHILOH	171 NECK RD
	03-8943-04-93-8214.0000	10	1,987.78	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
	01-7988-00-91-0179.0001	10	1,929.64	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
	01-7999-00-32-3510.0000	10	1,856.74	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
	01-7999-00-12-8596.0000	10	1,787.55	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
	01-7989-04-60-1568.0000	10	945.00	EMMA BRITTE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
	01-7989-04-60-1954.0000	10	922.16	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
	01-7090-00-60-5052.0000	10	777.91	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
	02-8936-00-24-7426.0000	10	670.53	BERNICE PUGH	CAMDEN	113 BOURBON ST
	02-8955-00-13-7846.0000	10	636.33	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
	03-8980-00-61-1968.0000	10	583.82	MARIE MERCER	CAMDEN	IVY NECK RD
	01-7090-00-95-5262.0000	10	313.93	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
	03-8980-00-84-0931.0000	10	252.86	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
	03-9809-00-45-1097.0000	10	201.43	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
	03-8899-00-37-0046.0000	10	152.13	MICHAEL OBER	SHILOH	CENTERPOINT RD
	03-9809-00-17-2462.0000	10	138.72	ELIZABETH LONG	SHILOH	HIBISCUS
	03-8962-00-04-8379.0000	9	2,509.41	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
	03-8962-00-04-8379.0000	9	1,088.57	CECIL BARNARD HEIRS	SHILOH	NECK RD
	02-8935-01-07-0916.0000	9	846.93	CHRISTOPHER FROST-JOHNSON	SHILOH	LITTLE CREEK RD
	01-7989-04-90-0938.0000	9	623.75	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW I
	03-8962-00-60-7648.0000	9	281.11	DORIS EASON	SOUTH MILLS	1352 343 HWY N
	03-8965-00-37-4242.0000	8	2,099.04	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
	01-7091-00-64-6569.0000	8	1,385.62	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
	03-8962-00-55-5300.0000	8	427.31	CLARENCE D. TURNER JR.	SOUTH MILLS	STINGY LN
	03-8899-00-36-1568.0000	8	400.52	OCTAVIA COPELAND HEIRS	SHILOH	457 NECK RD
	03-9809-00-66-0120.0000	8	286.40	PETER BUTSAVAGE	SHILOH	HIBISCUS RD
				RANDELL CRIDER	SHILOH	SAILBOAT RD

30 Largest Unpaid – Personal

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
	0001709	10	1,934.38	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
	0001591	1	859.53	HERBERT LEE BYRUM	CAMDEN	BILLETTS BRIDGE RD
	0000295	1	792.09	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
	0001104	3	673.59	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
	0001046	8	663.65	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
	0001538	10	653.15	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
	0000738	9	618.22	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
	0001072	10	569.40	PAM BUNDY	SHILOH	105 AARON DR
	0000297	3	517.95	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
	0001827	8	483.28	KAREN BUNDY	CAMDEN	431 158 US W
	0001681	8	414.72	STEVE WILLIAMS	SOUTH MILLS	150 158 HWY W
	0001230	8	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
	0000846	1	403.85	TOAN TRINH	SHILOH	229 SAILBOAT RD
	0001694	8	288.99	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
	0002194	2	285.59	AARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD S
	0001106	10	242.94	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
	0002525	1	239.04	JOSEPH VINCENT CARDYN	SHILOH	260 ONE MILL RD
	0001952	8	238.91	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
	0001976	2	205.03	ANA ALICIA MARTINEZ LOPEZ	SHILOH	110 AARON DR
	0002442	2	200.37	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
	0001408	2	193.32	SHELLY MARIE AMMON	SOUTH MILLS	612 MAIN STREET
	0001693	10	161.46	ALLIANCE NISSAN	CAMDEN	158 HWY W
	0001639	1	148.83	DONALD SIMMONS PORTER JR	CAMDEN	163 SANDHILLS RD
	0000945	2	145.18	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
	0001150	3	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
	0003405	1	126.72	JOHN R BARKER	SHILOH	108 SASSAFRAS LN
	0001689	3	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
	0001639	6	123.29	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
	0000385	4	121.17	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAN
	0002921	4	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOO

30 Oldest Unpaid – Personal

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
	0001709	10	1,934.38	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
	0001046	10	663.65	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
	0001538	10	653.15	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
	0000738	9	618.22	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
	0001072	10	569.40	PAM BUNDY	SHILOH	105 AARON DR
	0001827	10	483.28	KAREN BUNDY	CAMDEN	431 158 US W
	0001106	10	242.94	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
	0001694	10	161.46	ALLIANCE NISSAN	CAMDEN	158 HWY W
	0001639	9	123.29	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
	0001681	8	414.72	STEVE WILLIAMS	CAMDEN	150 158 HWY W
	0001230	8	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
	0001694	8	288.99	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
	0001952	8	238.91	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
	0000295	4	792.09	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
	0000846	4	403.85	TOAN TRINH	SHILOH	229 SAILBOAT RD
	0000385	4	121.17	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAN
	0002921	4	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOO
	0000770	4	108.00	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
	0001104	3	673.59	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
	0000297	3	517.95	ADAM D. & TRACY J.W. JONES	SHILOH	133 WALSTON LN
	0001976	3	205.03	ANA ALICIA MARTINEZ LOPEZ	CAMDEN	110 AARON DR
	0002442	3	200.37	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
	0001408	3	193.32	SHELLY MARIE AMMON	SOUTH MILLS	612 MAIN STREET
	0000945	3	145.18	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
	0001150	3	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
	0001689	3	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
	0002468	3	106.72	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
	0002194	2	285.59	AARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD S
	0002902	2	110.28	STEPHANIE AUSMAN	SHILOH	204 POND RD
	0001591	1	859.53	HERBERT LEE BYRUM	CAMDEN	BILLETTS BRIDGE RD

October 2020 Report

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>
2019	130,359.49	5,550.36
2018	46,245.33	2,070.79
2017	25,651.97	2,217.15
2016	10,535.05	1,430.53
2015	7,363.89	697.90
2014	10,435.64	1,030.08
2013	6,818.62	4,697.01
2012	5,683.74	7,467.73
2011	4,572.09	6,288.19
2010	4,149.58	4,530.18

TOTAL REAL PROPERTY TAX UNCOLLECTED	251,815.40
TOTAL PERSONAL PROPERTY UNCOLLECTED	35,979.92
TEN YEAR PERCENTAGE COLLECTION RATE	99.61%
COLLECTION FOR 2020 vs. 2019	10,098.52 vs 22,817.60
<u>LAST 3 YEARS PERCENTAGE COLLECTION RATE</u>	
2019	98.24%
2018	99.36%
2017	99.61%

EFFORTS AT COLLECTION IN THE LAST 30 DAYS
ENDING October 2020
BY TAX ADMINISTRATOR

<u>38</u>	NUMBER DELINQUENCY NOTICES SENT
<u>10</u>	FOLLOWUP REQUESTS FOR PAYMENT SENT
<u>0</u>	NUMBER OF WAGE GARNISHMENTS ISSUED
<u>0</u>	NUMBER OF BANK GARNISHMENTS ISSUED
<u>14</u>	NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR TO DELINQUENT TAXPAYER
<u>0</u>	NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)
<u>0</u>	PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF TAX ADMINISTRATOR
<u>0</u>	NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO COUNTY ATTORNEY
<u>0</u>	NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR COLLECTION (I.D. AND STATUS)
<u>0</u>	REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
<u>0</u>	NUMBER OF JUDGMENTS FILED

Attachment: bocminutes_120720 (2860 : BOC Meeting Minutes - December 7, 2020)

30 Largest Unpaid – Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-7081-00-45-8139.0000	8,872.28	2	ADA VIRGINIA SANFORD ET AL	SOUTH MILLS	303 MCPHERSON RD
R	01-7989-00-01-1714.0000	7,411.65	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	01-8929-00-34-2503.0000	7,166.08	1	STONEBRIAR COMMERCIAL FINANCE	SOUTH MILLS	
R	02-8934-01-17-4778.0000	5,094.04	3	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	02-8934-01-18-6001.0000	4,506.18	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
R	02-8935-02-66-7093.0000	4,317.52	2	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	03-8899-00-16-2671.2425	3,926.82	1	SPRING LOTUS LLC	SHILOH	141 EDGEWATER DR
R	03-8899-00-45-2682.0000	3,839.99	10	SEAMARK INC.	SHILOH	HOLLY RD
R	02-8944-00-36-1417.0000	3,816.88	1	ROSA ALICE FEREBEE HEIRS	CAMDEN	165 IVY NECK RD
R	03-8972-00-54-4332.0000	3,764.55	1	GILBERT WAYNE OVERTON &	SHILOH	1330 343 HWY S
R	02-8944-00-75-7172.0000	3,376.93	1	KIM SAWYER	CAMDEN	110 MILL DAM RD N
R	02-8945-00-41-2060.0000	3,340.32	1	LABELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	02-8934-01-18-8072.0000	3,234.74	1	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	02-8935-01-08-8786.0000	2,940.10	1	LINWOOD GREGORY	CAMDEN	253 SLEEPY HOLLOW RD
R	02-8934-01-29-4617.0000	2,923.24	1	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	02-8943-01-17-4388.0000	2,909.12	1	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	01-7081-00-52-7312.0000	2,805.98	1	WILLIAM K. COLONNA	SOUTH MILLS	256 CULPEPPER RD
R	02-8944-00-99-1027.0000	2,716.91	2	JOHNNIE MERCER HEIRS	CAMDEN	MCKIMMEY RD
R	01-7999-00-62-3898.0000	2,568.65	1	MICHAEL ASKEW	SOUTH MILLS	257 A OLD SWAMP RD
R	03-8962-00-67-1021.0000	2,509.41	3	CECIL BARNARD HEIRS	SHILOH	WICKHAM RD
R	02-8943-01-06-9013.0000	2,459.32	1	JEWEL H. DAVENPORT	CAMDEN	WINDY HEIGHTS DR
R	02-8962-00-05-0472.0000	2,335.19	10	FRANK MCMILLIAN HEIRS	SHILOH	1172 NECK RD
R	03-8962-00-54-5080.0000	2,278.67	2	LORENZO MERCER	SHILOH	435 NECK RD
R	02-8934-01-29-4776.5853	2,234.11	1	C. RUSSELL HASTINGS JR.	CAMDEN	110 158 US W
R	01-7090-00-70-3221.0000	2,209.29	1	LONZO FISHER GREGORY	SOUTH MILLS	406 OLD SWAMP RD
R	03-8943-02-75-4196.0000	2,142.76	2	SHERRILL M PRICE JR	SHILOH	115 COOKS LANDING R
R	03-8965-00-37-4242.0000	2,099.04	2	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	02-8934-03-31-9750.0000	2,054.99	1	CAROLYN MCDANIEL	CAMDEN	195 COUNTRY CLUB RD
R	01-8907-00-08-4393.0000	2,047.13	2	CARLTON WOOLARD	SOUTH MILLS	1010 343 HWY N
R	01-7080-00-62-1977.0000	2,034.38	10	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL

30 Oldest Unpaid – Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	7,411.65	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	10	3,839.99	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7080-00-62-1977.0000	10	2,034.38	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-8952-00-62-8737.0000	10	2,032.30	AUDREY TILLET	SHILOH	171 NECK RD
R	03-8943-04-93-8214.0000	10	1,987.78	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7988-00-91-0179.0001	10	1,929.64	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	01-7999-00-32-3510.0000	10	1,856.74	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-12-8596.0000	10	1,787.55	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1568.0000	10	945.00	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	922.16	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	01-7090-00-60-5052.0000	10	777.91	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	03-8909-00-24-7426.0000	10	670.53	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	03-8909-00-24-6322.0000	10	636.33	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	02-8955-00-13-7846.0000	10	583.82	MARIE MERCER	CAMDEN	IVY NECK RD
R	03-8980-00-61-1968.0000	10	313.93	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	01-7090-00-95-5262.0000	10	253.12	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-8980-00-84-0931.0000	10	252.86	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	03-9809-00-45-1097.0000	10	201.43	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8899-00-37-0046.0000	10	152.13	ELIZABETH LONG	SHILOH	HIBISCUS
R	03-8909-00-17-2462.0000	10	138.72	TOAN ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	03-8962-00-04-9097.0000	9	2,509.41	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8990-00-64-8379.0000	9	1,088.57	CHRISTOPHER FROST-JOHNSON	SHILOH	LITTLE CREEK RD
R	02-8935-01-07-0916.0000	9	846.93	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	01-7989-04-90-0938.0000	9	623.75	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-8962-00-60-7648.0000	9	281.11	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
R	03-8965-00-37-4242.0000	9	2,099.04	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	01-7091-00-64-6569.0000	8	1,385.62	CLARENCE D. TURNER JR.	SOUTH MILLS	STINGY LN
R	03-8962-00-55-5300.0000	8	427.31	CHAVITA ROBLAND HEIRS	SHILOH	158 NECK RD
R	03-8800-00-36-1568.0000	8	414.72	PETER EUTSAVAGE	SHILOH	HIBISCUS RD
R	03-8909-00-66-0120.0000	8	286.40	RANDELL CRIDER	SHILOH	SAILBOAT RD

30 Largest Unpaid – Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001709	1,934.38	10	JOHN MATTHEW CARTE	CAMDEN	150 WILSON HWY
P	0001591	859.53	1	HERBERT LEE BYRUM	CAMDEN	BILLETTS BRIDGE RD
P	0000295	792.09	1	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001104	673.59	3	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0001046	663.65	8	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001538	653.15	10	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0000738	618.22	9	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001072	569.40	10	PAM BUNDY	SHILOH	105 AARON DR
P	0000297	517.95	3	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0001827	483.28	8	KAREN BUNDY	CAMDEN	437 158 US W
P	0001681	414.72	8	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001230	411.11	8	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0000846	403.85	1	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0001694	288.99	8	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0002194	285.59	2	AARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD S
P	0001106	242.94	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0002525	239.04	1	JOSEPH VINCENT CARDYN	SHILOH	ONE MILL RD
P	0001952	239.04	8	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0001976	205.03	2	ANA ALICIA MARTINEZ LOPEZ	SHILOH	110 AARON DR
P	0002442	200.37	3	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0001408	193.32	2	SHELLY MARIE AMMON	SOUTH MILLS	612 MAIN STREET
P	0001693	161.46	10	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001899	148.83	1	DONALD SIMMONS PORTER JR	CAMDEN	163 SANDHILLS RD
P	0000945	145.18	2	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0001150	136.45	3	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0003405	125.28	1	JOHN B. BARKER	SHILOH	108 SASSAFRAS LN
P	0001689	125.28	3	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0001639	123.29	6	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
P	0000385	121.17	4	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND
P	0002921	120.68	4	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP

30 Oldest Unpaid – Personal

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P	0001072	10	569.40	PAM BUNDY	SHILOH	105 AARON DR
P	0001827	10	483.28	KAREN BUNDY	CAMDEN	431 158 US W
P	0001106	10	242.94	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001693	10	161.46	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001639	9	123.29	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
P	0001681	8	414.72	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001230	8	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001694	8	288.99	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	8	238.91	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0000295	4	792.09	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000846	4	403.85	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0000385	4	121.17	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND
P	0002921	4	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0000770	4	108.00	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0001104	3	673.59	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0000297	3	517.95	ADAM D. & TRACY J. W. JONES	CAMDEN	133 WALSTON LN
P	0001976	3	205.03	ANA ALICIA MARTINEZ LOPEZ	SHILOH	110 AARON DR
P	0002442	3	200.37	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0001408	3	193.32	SHELLY MARIE AMMON	SOUTH MILLS	612 MAIN STREET
P	0000945	3	145.18	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0001150	3	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0001689	3	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0002468	3	106.72	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
P	0002194	2	285.59	ARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD S
P	0002902	2	110.28	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0001591	1	859.53	HERBERT LEE BYRUM	CAMDEN	BILLETTS BRIDGE RD

Motion to approve the tax reports as presented.

RESULT: PASSED [5-0]
MOVER: Clayton Riggs
AYES: Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

B. Resolution Declaring Bond Referendum Result

The Board of Commissioners for the County of Camden, North Carolina met in a regular meeting at the Upstairs Historic Courtroom located at 117 North 343 in Camden, North Carolina, at 8:30 a.m. on December 7, 2020.

Present: Presiding Chair Tom White, Vice Chair Ross Munro and Commissioners Randy Krainiak, Clayton Riggs and Tiffney White

Absent: n/a

Also Present: County Manager Ken Bowman, Clerk to the Board Karen Davis

* * * * *

The Board of Commissioners received from the Camden County Board of Elections a certified copy of the proceedings of said Board of Elections taken on November 13, 2020, evidencing said Board's determination of the result of the canvass of the returns of the bond referendum held in the County of Camden, North Carolina on November 3, 2020, upon the question of approving \$33,000,000 School Bonds of said County.

After said proceedings had been considered and reviewed by the Board of Commissioners, Chairman Tom White introduced the following resolution the title of which was read and a copy of which had been previously distributed to each Commissioner:

RESOLUTION DECLARING THE RESULT OF THE BOND REFERENDUM HELD IN THE COUNTY OF CAMDEN, NORTH CAROLINA ON NOVEMBER 3, 2020, UPON THE QUESTION OF APPROVING \$33,000,000 SCHOOL BONDS

BE IT RESOLVED by the Board of Commissioners for the County of Camden, North Carolina:

Section 1. The Board of Commissioners, having received from the Camden County Board of Elections a certified copy of the proceedings of said Board of Elections taken on November 13, 2020, evidencing said Board's determination of the result of the canvass of the returns of the bond referendum held in the County of Camden, North Carolina on November 3, 2020, upon the question of approving \$33,000,000 School Bonds of said County, does hereby declare and certify the result of said referendum to be the result which is set forth in the following statement of the result of said referendum, which statement has been prepared by said Board of Commissioners:

STATEMENT OF THE RESULT OF THE BOND REFERENDUM HELD IN THE COUNTY OF CAMDEN, NORTH CAROLINA ON NOVEMBER 3, 2020 UPON THE QUESTION OF APPROVING \$33,000,000 SCHOOL BONDS

At a bond referendum held in the County of Camden, North Carolina on November 3, 2020, 8,167 voters were registered and qualified to vote.

At said referendum 4,147 votes were cast for the order adopted on August 3, 2020, authorizing \$33,000,000 School Bonds of the County of Camden, North Carolina, plus interest, for the purpose of providing funds, together with any other available funds, for acquiring, constructing, expanding and renovating school buildings and other school facilities in said County, and the acquisition of related land, rights of way and equipment, and providing that additional taxes may be levied in an amount sufficient to pay the principal of and interest on said bonds, and 1,530 votes were cast against said order, and that a majority of the qualified voters of the County of Camden, North Carolina who voted thereon at said referendum voted in favor of said order, said order was thereby approved and is in force and effect.

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Attachment: bocminutes_120720 (2860 : BOC Meeting Minutes - December 7, 2020)

Board of Commissioners for the
County of Camden, North Carolina

Section 2. The Clerk to the Board of Commissioners for the County of Camden, North Carolina shall file a copy of the foregoing statement of the result of said referendum in her office and shall publish such statement once in The Daily Advance. A statement in substantially the following form shall be published with the foregoing statement:

"Any action or proceeding challenging the regularity or validity of this bond referendum must be begun within 30 days after [date of publication]."

Section 3. This resolution shall take effect upon its adoption.

Upon motion of Commissioner Clayton Riggs, the foregoing resolution entitled "RESOLUTION DECLARING THE RESULT OF THE BOND REFERENDUM HELD IN THE COUNTY OF CAMDEN, NORTH CAROLINA ON NOVEMBER 3, 2020, UPON THE QUESTION OF APPROVING \$33,000,000 SCHOOL BONDS" was adopted by the following vote:

Ayes: Commissioners Tom White, Ross Manro, Clayton Riggs,
Randy Krainiak and Tiffany White

Noes: None

* * * * *

I, Karen M. Davis, Clerk to the Board of Commissioners for the County of Camden, North Carolina, DO HEREBY CERTIFY that the foregoing is a true copy of so much of the proceedings of said Board on December 7, 2020, as relates in any way to the declaration of the result of the bond referendum held in said County on November 3, 2020, upon the question of


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approving \$33,000,000 School Bonds of said County and that said proceedings are to be recorded in the minutes of said Board of Commissioners.

I DO HEREBY FURTHER CERTIFY that proper notice of such regular meeting was given as required by North Carolina law.

I DO HEREBY FURTHER CERTIFY that a copy of the statement of the result of the referendum adopted by the resolution set forth in the foregoing transcript has been filed in my office.

WITNESS my hand and official seal of said County this 7th day of December, 2020.



Karen M. Davis
Clerk to the Board of Commissioners

4

STATEMENT OF THE RESULT
OF THE
BOND REFERENDUM
HELD IN THE
COUNTY OF CAMDEN, NORTH CAROLINA
ON NOVEMBER 3, 2020
UPON THE QUESTION OF APPROVING
\$33,000,000 SCHOOL BONDS

At a bond referendum held in the County of Camden, North Carolina on November 3, 2020, 8,167 voters were registered and qualified to vote.

At said referendum 4,147 votes were cast for the order adopted on August 3, 2020, authorizing \$33,000,000 School Bonds of the County of Camden, North Carolina, plus interest, for the purpose of providing funds, together with any other available funds, for acquiring, constructing, expanding and renovating school buildings and other school facilities in said County, and the acquisition of related land, rights of way and equipment, and providing that additional taxes may be levied in an amount sufficient to pay the principal of and interest on said bonds, and 1,530 votes were cast against said order, and that a majority of the qualified voters of the County of Camden, North Carolina who voted thereon at said referendum voted in favor of said order, said order was thereby approved and is in force and effect.

Board of Commissioners for the
County of Camden, North Carolina

Motion to adopt the Resolution Declaring the Result of the Bond Referendum held in the County of Camden, North Carolina on November 3, 2020 Upon the Question of Approving \$33,000,000 School Bonds.

Attachment: bocminutes_120720 (2860 : BOC Meeting Minutes - December 7, 2020)

RESULT: PASSED [5-0]
MOVER: Clayton Riggs
AYES: Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

C. Resolution Appointing Deputy Finance Officer – Ken Bowman



Motion to adopt the Resolution Appointing Sheri Stasko as Deputy Finance Officer.

RESULT: PASSED [5-0]
MOVER: Ross Munro
AYES: Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

D. Camden Commerce Park Road Extension Bid Award – Ken Bowman

Two estimates were received for the asphalt road extension at the Commerce Park leading to the property purchased by Southeastern Equipment. The lower bid was submitted by Barnhill Contracting Company.

Attachment: bocminutes_120720 (2860 : BOC Meeting Minutes - December 7, 2020)

PROPOSAL

BARNHILL CONTRACTING COMPANY
 1304 U.S. 17 South
 Elizabeth City, North Carolina 27909
GENERAL CONTRACTORS

PROPOSAL SUBMITTED TO: Camden County	PHONE: (252) 338-6363	DATE: 11/06/20
STREET: P.O. Box 190	JOB NAME: Camden Co. Commerce Park - Rd Extension	
CITY STATE AND ZIP CODE: Camden, NC 27921	JOB LOCATION: Camden, NC	
ATTENTION: David Credle	dcredle@camdencountync.gov	

We are pleased to quote you the following work:

Base Bid:

- Construction Layout
- Proof Rolling of Subgrade
- Stone Density & Depth Checks
- Testing of Asphalt to meet NCDOT Specs
- Excavate 24' deep by 440' long by 26' wide, and Haul off Excess
- Backfill Excavation with Off-site Sandfill
- Fine Grade and Compact Sandfill
- Grade swales along north side of roadway.
- Grade to drain to existing ditch along southside of roadway.
- Install silt fence at end of proposed roadway near existing ditch.
- Install Stone Entrance
- Furnish, place and compact 8" of ABC stone, 440' long by 26' wide.
- Fine Grade Stone
- Save with #1 of 59.58 asphalt, 440' long by 26' wide (2 lifts).
- Seed Disturbed Area
- Place "Road Closed Barricade" at end of proposed roadway.
- Stripe roadway to match existing.

Base Bid Price: \$105,177.00

Alternate Price:

- Excavate an additional 12" and backfill with sandfill.

Alternate Price: \$12,783.00

<p>Exclusions</p> <ul style="list-style-type: none"> *Permits *Engineering *As-Builts 	<p>*Fees</p> <ul style="list-style-type: none"> *Utility Adjustments *Surveying 	<p>*Bond</p> <ul style="list-style-type: none"> *Landscaping *Concrete
---	--	---

Should you require additional information, please call (252) 338-9503.

PAYMENT TO BE MADE AS FOLLOWS: MONTHLY ESTIMATES, NET UPON RECEIPT OF INVOICE WITH A 1-1/2% MONTHLY SERVICE CHARGE ON ACCOUNTS OVER THIRTY (30) DAYS PAST DUE WHICH IS AN 18% ANNUAL RATE.

All material is guaranteed to be as specified and which to be completed in a satisfactory manner according to the bid contract. The contractor shall be responsible for obtaining all necessary permits, fees and for providing any necessary insurance, and shall obtain an entry charge and and obtain the correct, approved and complete specifications, conditions and other required permits. Owner to verify, furnish and obtain necessary insurance. Our liability shall be limited by the terms of the Contract Documents.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Your project will not be scheduled until we receive your signed acceptance.

Authorized Signature: _____ Date of Acceptance: _____

Motion to approve bid award to low bidder Barnhill Contracting Company for the Camden Commerce Park Road Extension.

RESULT: PASSED [5-0]
MOVER: Ross Munro
AYES: Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

E. Commerce Park Berm Bid Award – Ken Bowman

In order to improve marketability of the lots at the front of Camden Commerce Park, staff has solicited bids to spread the dirt berm across the adjacent vacant land. The required Erosion and Control Permits have been obtained from the State Land Resources Division of the DEQ and the costs include installing the appropriate erosion control devices. The lowest bid was submitted by CountryScapes Landscaping.

Commerce Park Berm Bid Tabulations

Company	By	Fed ID	License #	Bid Amount
Countryscapes Landscaping	Gary Cartwright	56-1921120	56742	\$ 93,609.00
East Coast Farmer	Samuel Gerber	302-60-0694		\$ 120,000.00
Stevenson Sand	Eddie Stevenson	56-2173343	65348	\$ 155,000.00
Whithurst Sand	Patrick Whitehurst	56-1993402	38655	\$ 161,633.89
C&W Grading	Brandon Williams	76-0817208	69918	\$ 183,500.00
RPC contracting	Michael Gravatt	56-1889957	34430	\$ 186,650.00
B.E. Singleton & sons		56-0889543	8226	\$ 205,500.00

Motion approve bid award to low bidder CountryScapes Landscaping for \$93,609.

RESULT: PASSED [5-0]
MOVER: Clayton Riggs
AYES: Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

ITEM 13. BOARD APPOINTMENTS**A. NCACC Legislative Goals Conference Delegate**

The NCACC Legislative Goals Conference will be held by virtual platform Thursday and Friday, January 14-15, 2021. Each county will be entitled to vote on legislative goal proposal submissions brought before the membership. In order to facilitate the voting process, each county is requested to designate one voting delegate and an alternate prior to the Legislative Goals Conference.

Motion to appoint Chairman Tom White as voting delegate to the NCACC Legislative Goals Conference.

RESULT: PASSED [5-0]
MOVER: Clayton Riggs
AYES: Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

Motion to appoint Vice Chairman Ross Munro as alternate delegate to the NCACC Legislative Goals Conference.

RESULT: PASSED [5-0]
MOVER: Tom White
AYES: Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

B. Advisory Board Commissioner Appointments

After a brief discussion the following appointments were approved by consensus.

Advisory Boards w/ Commissioner Appointments

ADVISORY BOARD	CURRENT APPOINTMENT	MEETING SCHEDULE
911 Central Communications	Ross Munro	As needed
Albemarle Commission Board of Delegates	Clayton Riggs	Monthly
Albemarle District Jail	Clayton Riggs	Monthly
Albemarle Regional Health Board	Tiffney White	Quarterly
Albemarle Rural Conservation & Dev. Council	Tiffney White	Bimonthly
Albemarle Rural Planning Organization	Tom White / Randy Krainiak (Alternate)	Quarterly
Camden Economic Development Commission	Randy Krainiak	Bimonthly
Chamber of Commerce (Elizabeth City)	Randy Krainiak	Monthly
Dismal Swamp Park Advisory Committee	Ross Munro	Quarterly
Home & Community Block Grant	Randy Krainiak	Annually
Juvenile Crime Prevention Council	Tom White	Bimonthly
Library Board of Trustees	Clayton Riggs	Quarterly
Northeastern Workforce Dev. Consortium	Clayton Riggs	Quarterly
Northern Regional Advisory Board - Trillium	Clayton Riggs	Quarterly
Parks & Recreation Advisory Board	Tom White	Bimonthly
Pasquotank-Camden EMS Board (2 reps)	1. Tom White 2. Tiffney White	Quarterly
Public Safety Organization	Ross Munro	Monthly
Senior Advisory Board	Ross Munro	Bimonthly
Social Services Board	Randy Krainiak	Monthly
SPCA Advisory Board	Randy Krainiak	Monthly
Tourism Development Authority	Tom White	Quarterly

ITEM 14. CONSENT AGENDA

A. Budget Amendments

2020-21-BA009
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, 2021.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
Expenses			
106110-503000	PT Salaries		\$600
106110-546040	Tech Support	\$600	


This Budget Amendment is made to appropriate funds from PT Salaries to Tech Support to move phones to the County VOIP system.

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

Balance in Contingency \$40,000.00

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 December, 2020.

Karen M. Davis *Tom White*
Clerk to Board of Commissioners Chairman, Board of Commissioners



2020-21-BA010
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, 2021.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10385510-434844	Sheriff's Fund Raisers	\$1750	
Expenses			
105100-551400	Sheriff's Fund Raisers	\$1750	


This Budget Amendment is made to appropriate money to the Sheriff's Fund Raisers revenues and expenses.

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

Balance in Contingency \$40,000.00

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 December, 2020.

Karen M. Davis *Tom White*
Clerk to Board of Commissioners Chairman, Board of Commissioners



2020-21-BA011
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, 2021.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10390510-433500	Miscellaneous Revenues	\$7,991.46	
Expenses			
105100-557000	Miscellaneous Expense	\$7,991.46	


This Budget Amendment is made to appropriate more money to Sheriff's Miscellaneous Revenues & Expenses due to a grant received from the State of North Carolina.

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

Balance in Contingency \$40,000.00

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 December, 2020.

Karen M. Davis *Tom White*
Clerk to Board of Commissioners Chairman, Board of Commissioners



2020-21-BA012
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, 2021.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10340510-435510	Gun Fees & Permits	\$13,500	
Expenses			
105100-535510	Gun Fees & Permits	\$13,500	


This Budget Amendment is made to appropriate more money to the Gun Fees & Permits Revenues & Expenses due to an increase in fees collected and fees paid out.

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

Balance in Contingency \$40,000.00

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 December, 2020.

Karen M. Davis *Tom White*
Clerk to Board of Commissioners Chairman, Board of Commissioners



Attachment: bocminutes_120720 (2860 : BOC Meeting Minutes - December 7, 2020)

2020-21-BA013
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, 2021.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
Expenses			
104940-502000	Salaries		\$38,834.00
104940-505000	FICA		2,762.50
104940-506000	Health Insurance		4,002.00
104940-507000	Retirement		3,265.00
104940-507100	401K Retirement		1,594.00
104940-557000	Miscellaneous	\$50,457.50	


This Budget Amendment is made to appropriate money to Miscellaneous Expenses to market Camden County in Economic Development. We are reducing salaries & other benefits.

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

Balance in Contingency \$40,000.00

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 December, 2020.

Karen M. Davis *Tom Whitely*
Clerk to Board of Commissioners Chairman, Board of Commissioners



2020-21-BA014
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, 2021.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10330511-433500	Miscellaneous	\$308.70	
Expenses			
105110-533100	Grant		\$308.70


This Budget Amendment is made to appropriate money to Miscellaneous Expenses to market Camden County in Economic Development. We are reducing salaries & other benefits.

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

Balance in Contingency \$40,000.00

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 December, 2020.

Karen M. Davis *Tom Whitely*
Clerk to Board of Commissioners Chairman, Board of Commissioners



2020-21-BA015
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, 2021.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
52330610-434848	LIEAP Revenues	\$12,384.50	
Expenses			
528000-554321	LIEAP Expenses		\$12,384.50


This Budget Amendment is made to appropriate additional monies to LIEAP Revenues and Expenses. These funds are being sent to us as Pandemic LIEAP funds.

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

Balance in Contingency \$40,000.00

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 December, 2020.

Karen M. Davis *Tom Whitely*
Clerk to Board of Commissioners Chairman, Board of Commissioners



Attachment: bocminutes_120720 (2860 : BOC Meeting Minutes - December 7, 2020)

B. School Budget Amendments

Budget Amendment
Camden County Schools Administrative Unit
State Public School Fund

The Camden County Board of Education at a meeting on the 12th day of November 2020 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2021.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	350.00	
5200	Special Instructional Programs	6,745.00	
5400	School Leadership	1,077.00	
5800	School Based Support Services	87,308.00	
6500	Operational Support Services	10,000.00	

Explanation:

Total Appropriation in Current Budget	\$ 15,583,840.00
Amount of Increase/Decrease of Above Amendment	105,480.00
Total Appropriation in Current Amended Budget ...	\$ 15,689,320.00

Passed by majority vote of the Board of Education of Camden County on the 12th day of November 2020.


Christy Miller
Chairman, Board of Education

Jim Trull
Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 7th day of December 2020.

Tom White
Chairman, Board of County Commissioners

Karen M. Davis
Clerk, Board of County Commissioners



BUDGET AMENDMENT
November 12, 2020

1. State Public School Fund

A. We have received an allotment revision for this program area and must increase our budget to reflect the adjustment. We request your approval of this amendment.

Non-Instructional Support
1.5110.003.162 Substitute Pay \$ + 350.00

Total – Non-Instructional Support \$ + 350.00

B. We have received an allotment for this program area and must increase our budget to reflect the adjustment. We request your approval of this amendment.

Test Results Bonus (AP/IB, CTE, Principals)
1.5410.048.180 Bonus Pay \$ + 1,000.00
1.5410.048.211 Emp Soc. Sec Costs + 77.00

Total – Test Results Bonus (AP/IB, CTE, Principals) \$ + 1,077.00

C. We have received an allotment revision for this program area and must increase our budget to reflect the adjustment. We request your approval of this amendment.

CRF – Exceptional Children
1.5210.132.411 Supplies & Materials \$ + 6,745.00

Total – CRF – Exceptional Children \$ + 6,745.00

D. We have received an allotment for this program area and must increase our budget to reflect the adjustment. We request your approval of this amendment.

CRF – Direct Appropriation
1.5860.136.343 Telecommunications + 22,308.00
1.5860.136.418 Computer Software & Supplies + 15,000.00
1.5860.136.462 Non-Cap Computer Equipment + 50,000.00
1.6540.136.411 Supplies & Materials + 10,000.00

Total – CRF – Direct Appropriation \$ + 97,308.00

BUDGET AMENDMENT
State Public School Fund
November 12, 2020, Page 2

Passed by majority vote of the Board of Education of Camden County on the 12th day of November, 2020.

Christy Miller
Chairman, Board of Education

Jim Trull
Secretary, Board of Education

Budget Amendment
Camden County Schools Administrative Unit
State Public School Fund

The Camden County Board of Education at a meeting on the 12th day of November 2020 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2021.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		19,079.00
5200	Special Instructional Programs		220.00
5300	Alternative Programs		784.00
5800	School Based Support Services		2,410.00
6500	Operational Support Services	31,044.00	

Explanation:

Total Appropriation in Current Budget	\$ 15,689,320.00
Amount of Increase/Decrease of Above Amendment	8,551.00
Total Appropriation in Current Amended Budget ...	\$ 15,697,871.00

Passed by majority vote of the Board of Education of Camden County on the 12th day of November 2020.


Christy Miller
Chairman, Board of Education

Jim Trull
Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 7th day of December 2020.

Tom White
Chairman, Board of County Commissioners

Karen M. Davis
Clerk, Board of County Commissioners



Attachment: bocminutes_120720 (2860 : BOC Meeting Minutes - December 7, 2020)

BUDGET AMENDMENT
November 12, 2020

1. State Public School Fund

A. We have received an allotment revision for this program area and must decrease our budget to reflect the adjustment. We request your approval of this amendment.

Classroom Teachers

1.5110.001.121 Salary - Teacher	\$ - 10,750.00
1.5110.001.211 Soc. Sec. Costs	- 822.00
1.5110.001.221 Emp. Retirement Costs	- 2,410.00
Total - Non-Instructional Support	\$ - 13,982.00

B. We have received an allotment revision for this program area and must decrease our budget to reflect the adjustment. We request your approval of this amendment.

Non-Instructional Support

1.5110.003.162 Substitute Pay	\$ - 1,025.00
1.5110.003.211 Emp. Soc. Sec. Costs	- 74.00
Total - Non-Instructional Support	\$ - 1,099.00

C. We have received an allotment revision for this program area and must decrease our budget to reflect the adjustment. We request your approval of this amendment.

Instructional Support

1.5840.007.131 Salary - Nurse	\$ - 1,150.00
1.5840.007.211 Emp. Soc. Sec. Costs	- 88.00
1.5840.007.221 Emp. Retirement Costs	- 283.00
Total - Instructional Support	\$ - 1,521.00

D. We have received an allotment revision for this program area and must decrease our budget to reflect the adjustment. We request your approval of this amendment.

Career & Technical EDU - Months

1.5120.013.121 Salary - Teacher	\$ - 1,500.00
1.5120.013.211 Emp. Soc. Sec. Costs	- 115.00
1.5120.013.221 Emp. Retirement Costs	- 421.00

BUDGET AMENDMENT
State Public School Fund
November 12, 2020, Page 2

Total - Career & Technical EDU - Months \$ - 2,036.00

E. We have received an allotment revision for this program area and must decrease our budget to reflect the adjustment. We request your approval of this amendment.

Career & Technical EDU - Program

1.5120.014.333 Field Trips	\$ - 79.00
1.5120.014.411 Supplies & Materials	- 300.00
Total - Career & Technical EDU - Program	\$ - 379.00

F. We have received an allotment revision for this program area and must decrease our budget to reflect the adjustment. We request your approval of this amendment.

Small County Supplemental

1.6540.019.311 Contracted Services	\$ - 2,542.00
Total - Small County Supplemental	\$ - 2,542.00

G. We have received an allotment revision for this program area and must decrease our budget to reflect the adjustment. We request your approval of this amendment.

Disadvantaged Students

1.5110.024.411 Supplies & Materials	\$ - 218.00
Total - Disadvantaged Students	\$ - 218.00

H. We have received an allotment revision for this program area and must decrease our budget to reflect the adjustment. We request your approval of this amendment.

Teacher Assistants

1.5110.027.142 Salary - Teacher Assts.	\$ - 850.00
1.5110.027.211 Emp. Soc. Sec. Costs	- 65.00
1.5110.027.221 Emp. Retirement Costs	- 198.00
Total - Teacher Assistants	\$ - 1,113.00

BUDGET AMENDMENT
State Public School Fund
November 12, 2020, Page 3

I. We have received an allotment revision for this program area and must decrease our budget to reflect the adjustment. We request your approval of this amendment.

Low Wealth Supplemental Funding

1.5860.031.146 Salary - Technology Tec	\$ - 889.00
Total - Low Wealth Supplemental Funding	\$ - 889.00

J. We have received an allotment revision for this program area and must decrease our budget to reflect the adjustment. We request your approval of this amendment.

Academically & Intellectually

1.5260.034.411 Supplies & Materials	\$ - 220.00
Total - Academically & Intellectually	\$ - 220.00

K. We have received an allotment revision for this program area and must decrease our budget to reflect the adjustment. We request your approval of this amendment.

Transportation

1.6550.056.171 Salary - Bus Drivers	\$ - 1,343.00
Total - Transportation	\$ - 1,343.00

L. We have received an allotment revision for this program area and must decrease our budget to reflect the adjustment. We request your approval of this amendment.

Classroom Materials

1.5110.061.411 Supplies & Materials	\$ - 123.00
Total - Classroom Materials	\$ - 123.00

M. We have received an allotment revision for this program area and must decrease our budget to reflect the adjustment. We request your approval of this amendment.

BUDGET AMENDMENT
State Public School Fund
November 12, 2020, Page 4

At Risk Student Services

1.5350.069.198 Salary - Tutor	\$ - 784.00
Total - At Risk Student Services	\$ - 784.00

N. We have received an allotment revision for this program area and must decrease our budget to reflect the adjustment. We request your approval of this amendment.

Textbooks


1.5110.130.412 Textbooks	\$ - 129.00
Total - Textbooks	\$ - 129.00

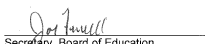
O. We have received an allotment for this program area and must increase our budget to reflect the adjustment. We request your approval of this amendment.

CRF - Personal Protective Equipment

1.6540.137.411 Supplies & Materials	\$ + 34,929.00
Total - CRF - Personal Protective Equipment	\$ + 34,929.00

Passed by majority vote of the Board of Education of Camden County on the 12th day of November, 2020.


Chairman, Board of Education


Secretary, Board of Education

Attachment: bocminutes_120720 (2860 : BOC Meeting Minutes - December 7, 2020)

C. Tax Collection Report

Tax Collection Report
OCTOBER 2020

Day	Amount	Amount	Name of Account	Deposits	Internet
	\$	\$		\$	\$
1	39,957.66		Refund - 8821	39,957.66	
	30,787.69		Refund - 8844	30,787.69	
2	20,014.09		Refund - 81.06	20,014.09	
	11,896.58			11,896.58	
5	48,900.24		Refund - 88.08	48,900.24	
	91,708.61		Refund - 81.16	91,708.61	
6	47,635.49		Refund - 81,562.64 - Drorner ??	47,635.49	
7	49,549.18			49,549.18	
8	41,521.03		Refund - 885.51	41,521.03	
9	25,970.49			25,970.49	
12	41,283.21		Refund - 842.40		41,283.21
	36,835.00		Refund - 81.84	36,835.00	
13	425,588.77			425,588.77	
14	11,666.32			11,666.32	
15	103,078.09			103,078.09	
16	41,315.48			41,315.48	
19	78,134.14		Refund - 81.83	78,134.14	
20	13,795.21			13,795.21	
21	39,767.37			39,767.37	
	16,677.45		Refund - 80.05		16,677.45
22	28,332.87		Refund - 80.15	28,332.87	
23	34,994.25			34,994.25	
26	40,798.07		Short - 83.14	40,798.07	
27	513,095.92		Refund - 83,345.01	513,095.92	
	9,452.96				9,452.96
	9,103.38				9,103.38
28	37,445.52			37,445.52	
29	36,273.55			36,273.55	
30	32,875.27			32,875.27	
	2,021.23				2,021.23
	14,661.42		Refund - 8.06	14,661.42	
	\$1,975,136.34	\$ -		\$1,891,040.07	69,434.85
Total Deposits and PSN	\$1,975,136.34			\$1,960,474.92	
			PSN Check fees - \$ 28.00 - for info only, fees were paid to PSN		
	\$ (4,022.86)	Refund			
	\$ -	Over			
	\$ 2.14	Shortage			
Grand Total	\$ -	Adjustment			
	\$1,971,115.62				

Submitted by: *[Signature]* Date: *11-3-2020*
 Approved by: *[Signature]* Date: *12-9-20*

D. DMV Monthly Report

STATE OF NORTH CAROLINA
COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County January Renewals Due 2/15/21

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
25,697.87	28,872.97	16,027.76	70,598.60

Witness my hand and official seal this 9th day of December 2020

[Signature]
Chairman, Camden County Board of Commissioners

Attest:

[Signature]
Clerk to the Board of Commissioners of Camden County



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

[Signature]
Tax Administrator of Camden County

Attachment: bocminutes_120720 (2860 : BOC Meeting Minutes - December 7, 2020)

E. Refunds Over \$100

ACS Tax System 11/23/20 11:46:29 REFUNDS OVER \$100.00 Refunds to be Issued by Finance Office CAMDEN COUNTY

Refund\$	Remit To:	Reference:	Drawer/Transaction Info:
189.73	CORELOGIC CENTRALIZED REFUND P.O. BOX 9202 COPPELL TX 750199760	2020 R 03-8953-03-12-3516.0000 OVERPAYMENT - R-129552-20	20201113 2 256311
1,826.78	CORELOGIC CENTRALIZED REFUNDS P.O. BOX 9202 COPPELL TX 750199760	2020 R 02-8926 00 21 7415.0000 OVERPAYMENT - R-126018-20	20201113 2 256275
3,956.53	CORELOGIC CENTRALIZED REFUNDS P.O. BOX 9202 COPPELL TX 75019	2020 R 01-7071-00-85-7347.0000	20201113 2 256280
9,720.07	CORELOGIC CENTRALIZED REFUNDS P.O. BOX 9202 COPPELL TX 750199760	R-125692-20 AND R-127997-20 OVERPAYMENT	20201118 2 256449
4,503.93	CORELOGIC CENTRALIZED REFUNDS P.O. BOX 9202 COPPELL TX 750199760	R-123681-20 AND R-126822-20 OVERPAYMENT	20201118 2 256451
715.99	CORELOGIC CENTRALIZED REFUNDS P.O. BOX 9202 COPPELL TX 750199760	2020 R 01-7089 04 51 9068.0000 OVERPAYMENT - R-123812-20	20201119 2 256475
6,294.18	CORELOGIC CENTRALIZED REFUNDS P.O. BOX 9202 COPPELL TX 750199760	R-124235,125234,124467,123655 R-127282 & 127222-OVERPAYMENT	20201119 2 256482
1,340.82	CORELOGIC CENTRALIZED REFUNDS P.O. BOX 9202 COPPELL TX 750199760	2020 R 02 8946 00 60 8057.0000 OVERPAYMENT - R-125117-20	20201120 2 256491
4,024.32	CORELOGIC-CENTRALIZED REFUNDS P.O. BOX 9202 COPPELL TX 75019-976	R-123972-20 AND R-124479-20 OVERPAYMENT	20201118 2 256467
1,534.89	LERETA - ATTN: CENTRAL REFUNDS 901 CORPORATE CENTER DRIVE POMONA CA 91768	2020 R 01-7080-00-27-2722.0000 OVERPAYMENT	20201118 2 256444
2,345.01	WELLS FARGO REAL ESTATE TAX ATTN: REFUNDS - P.O. BOX 14506 DES MOINES IA 503069395	2020 R 02 8944 00 96 7347 0000 OVERPAYMENT- R-127055	20201027 2 255797
36,452.25	Total Refunds		***

Submitted by Lisa S. Anderson Date 11-24-2020
 Lisa S. Anderson, Tax Administrator Camden County

Approved by G. Tom White Date 12-9-20
 G. Tom White, Chairman Camden County Board of Commissioners

F. Vehicle Refunds Over \$100

REFUNDS OVER \$100.00 North Carolina Vehicle Tax System

NCVTS Pending Refund report

NOV. 20 REFUNDS OVER \$100.00

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Refund Amt	Bill #	Plate Number	Status	Transaction	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Credit	Total Change	
SPARKS, TERESA GARDNER	SPARKS, TERESA GARDNER	SPARKS, MOLLIE LACHE	780 S SANDY HOOK RD	SHAWBORO, NC 27973	Adjustment >= \$100	0055800248	RAM3212	AUTHORIZED	135259406	Refund Generated due to adjustment on Bill #0055800248-2020-2020-0000-00	Military	11/23/2020	11/25/2020 1:10:06 PM	1843	Tax	(\$114.70)	\$0.00	(\$114.70)	
WILBURN, JOSHUA MICHAEL	WILBURN, JOSHUA MICHAEL	WILBURN, EMILY ELIZABETH	181 PIER LINDG	SOUTH MILLS, NC 27976	Proration	0055628904	CM30221	AUTHORIZED	135284284	Refund Generated due to proration on Bill #0055628904-2020-2020-0000-00	Tag Surrender	11/09/2020	11/8/2020 8:16:57 AM	1843	Tax	(\$99.76)	\$0.00	(\$99.76)	
														1	Tax	(\$1.35)	\$0.00	(\$1.35)	
																		Refund	\$101.41

Submitted by Lisa S. Anderson Date 12-1-2020
 Lisa S. Anderson, Tax Administrator Camden County

Approved by G. Tom White Date 12/09/20
 G. Tom White, Chairman Camden County Board of Commissioners

G. Pickups, Releases & Refunds

NAME	REASON	NO.
Melvin Geralds	Roll Back taxes - pick-up	Pick-up/21906
	\$404.74	R-105013-2017
		R-112294-2018
		R-119641-2019
		R-127032-2020
E. W. Old	Roll Back taxes - pick-up	Pick-up/21900
	\$221.59	R-103093-2017
		R-110376-2018
		R-117708-2019
		R-125088-2020
Joshua Michael Willburn	Turned in plates	Pick-up/21903
	\$101.11	55628904
Lorenzo Mercer	Roll Back taxes - pick-up	Pick-up/21897
	\$3,450.20	R-107565-2017
		R-114833-2018
		R-122202-2019
		R-129596-2020
Jerry Adam Stevenson	Code enforcement	Pick-up/21898
	\$250.00	R-125568-2020

H. Surplus Property – NC Cooperative Extension

Item	Disposal Method	Suggested Value	Reason for Surplus
Pottery Kiln	Donate to Arts of the Albemarle	\$750	No longer use.
Pottery Wheels (2)	Donate to Arts of the Albemarle	\$200	No longer use.

- I. Set Public Hearing for January 4, 2021 – Camden Station Major Subdivision
- J. Set Public Hearing for January 4, 2021 – UDO Text Amendment

Motion to approve the Consent Agenda as presented.

RESULT:	PASSED [5-0]
MOVER:	Clayton Riggs
AYES:	Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

ITEM 15. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES

The following was provided for information purposes:

- A. Register of Deeds Report
- B. Library Report

ITEM 16. COUNTY MANAGER’S REPORT

County Manager Ken Bowman included the following in his report:

- The Board of Commissioners and Board of Education will meet jointly at 11:45 AM to receive annual updates and discuss upcoming projects.
- Milltown Boat Ramp Ribbon Cutting – Thursday, December 10th at 1:00 PM.
- Stay safe, continue to social distance due to COVID.
- Next Board of Commissioners Meeting – January 4, 2021; 7:00 PM

ITEM 17. COMMISSIONERS' REPORTS

None.

South Camden Water & Sewer District Board of Directors

Chairman White recessed the meeting of the Board of Commissioners and called to order the South Camden Water & Sewer District Board of Directors Meeting.

Public Comments – None

Consideration of the Agenda

Motion to approve the agenda as presented.

RESULT:	PASSED [5-0]
MOVER:	Clayton Riggs
AYES:	Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

New Business

A. Monthly Report – Ken Bowman

<i>South Camden Water & Sewer Board</i>				
<i>Monthly Work Order Statistics Report</i>				
<i>Period: Oct 2020</i>				
	<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>	99	99	100%	0
<i>Sewer/Collection</i>	0	0	100%	0

Locates:

Water Line: 65

Sewer Line: 4

Water & Sewer, same ticket: 3

Hydrant flow test: 0 flow/41 painted

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

Water treated at the water treatment plant in October: 15,042,687 gallons

Daily average water usage for October: 485,248 gallons

Current treatment capacity at the water treatment plant: 720,000 gallons per day

Attachment: bocminutes_120720 (2860 : BOC Meeting Minutes - December 7, 2020)

SOUTH CAMDEN WATER & SEWER BOARD									
MONTHLY WATER STATISTICS REPORT									
Date	Work Orders Submitted	Percentage Complete	Uncompleted	Water/Distribution	Sewer/Collection	Water Locates	Sewer Locates	Water/Sewer Locate	Hydrant Flow Test
2019									
Oct	99	100%	0%	97	2	257	10	5	0
Nov	144	100%	0%	143	1	275	6	2	0
Dec	80	100%	0%	80	0	106	7	1	0
2020									
Jan	111	100%	0%	110	1	47	8	9	0
Feb	48	100%	0%	47	1	92	6	0	0
March	41	100%	0%	39	2	51	18	4	0
April	51	100%	0%	49	2	89	8	17	0
May	48	100%	0%	46	2	88	15	2	0 flow/15 (painted)
June	71	100%	0%	69	2	55	7	1	0 flow/21 (painted)
July	86	100%	0%	82	4	69	6	2	0
August	72	100%	0%	71	1	64	8	1	0 flow/4 (painted)
Sept	86	100%	0%	84	2	90	15	0	0 flow/5 (painted)
Oct	99	100%	0%	99	0	65	4	3	0 flow/41 painted
Public Works Director Notes/Comments:									
(outstanding maintenance issues staffing issues, etc)									

Motion to approve the monthly report as presented.

RESULT: PASSED [5-0]
MOVER: Ross Munro
AYES: Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

There being no further matters for discussion Chairman Tom White called for a motion to adjourn.

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

RESULT: PASSED [5-0]
MOVER: Tiffney White
AYES: Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

Chairman Tom White reconvened the Board of Commissioners.

ITEM 18. CLOSED SESSION – ECONOMIC DEVELOPMENT

Motion to go into Closed Session to discuss Economic Development.

RESULT: PASSED [5-0]
MOVER: Ross Munro
AYES: Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

Motion to come out of Closed Session.

RESULT: PASSED [5-0]
MOVER: Clayton Riggs
AYES: Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

Motion to set Public Hearing for January 4, 2021 for sale of building situated within the Camden Medical Park.

RESULT:	PASSED [4-0]
MOVER:	Clayton Riggs
AYES:	Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White
RECUSED:	Tom White

ITEM 19. RECESS

There being no further matters for discussion, Chairman Tom White recessed the Board of Commissioners until 11:45 AM, at which time the Board will reconvene at Camden Middle School for a joint meeting with the Board of Education.

ATTEST:

Tom White, Chairman
Camden County Board of Commissioners

Karen M. Davis
Clerk to the Board

Attachment: bocminutes_120720 (2860 : BOC Meeting Minutes - December 7, 2020)



CAMDEN COUNTY

NORTH CAROLINA • USA

Boundless Opportunities.

Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number:	8.B
Meeting Date:	January 04, 2021
Submitted By:	Karen Davis, Clerk to the Board Board of Commissioners Prepared by: Karen Davis
Item Title	BOC/BOE Joint Meeting Minutes - December 7, 2020
Attachments:	bocboeminutes_120720 (DOCX)

**Camden County Board of Commissioners
Camden County Board of Education
Joint Meeting
December 7, 2020; 11:45 AM
Camden County Middle School Auditorium**

Call to Order

A joint meeting of the Camden County Board of Commissioners and Camden County Board of Education was called to order by the respective Chairmen at 11:45 AM in the auditorium of Camden Middle School. The primary purpose of the meeting was to receive project updates and discuss plans for the new high school.

Board Members Present

Board of Commissioners: Chairman Tom White, Vice Chairman Ross Munro, Commissioners Clayton Riggs, Randy Krainiak, and Tiffney White.

Camden County Board of Education: Chairman Christian Overton, Vice Chairman Jason Banks, Board Members Kevin Heath and Chris Purcell. Board Member Sissy Aydlett was absent.

Consideration of the Agenda

Camden County Board of Commissioners – A motion was offered by Commissioner Krainiak to approve the agenda as presented. The motion carried unanimously with five members voting aye and no member voting no.

Camden County Board of Education - A motion was offered by Chris Purcell and seconded by Jason Banks to approve the agenda as presented. The motion carried unanimously with four members voting aye and no member voting no and one member absent.

Presentations

1. County Manager Ken Bowman

2020-2021 Budget

- Strive to maintain the same budget projections adopted in 2019-2020.
- No tax increase.
- Staff 2% COLA.
- 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.

Camden Commerce Park Upgrades

- Albemarle Electric – Installation of 3-phase power along Opportunity Drive and six security lights at a cost of \$82,125.18
- Eastern Carolina Engineering - Prepared RFP for bids to place drainage pipes and construct 300-foot gravel road into property identified on right side of main entrance.
- There are currently two bids in to extend the main road to Lot 14, where Southeastern Equipment will be located. There are also bids in to spread out the topsoil (berm) that needs to be removed.
- The logging on Mr. Fink's property has been completed and paving will be completed to the property when the contractor starts work on the road extension to Lot 14.
- Design of a new market brochure.

Southeastern Equipment

- Property is 16+ acres (lot 14) at the rear of Commerce Park.

- The sales agreement has been reviewed by the attorneys and a closing date is being established before the end of this year.

Mangum Transportation

- Mangum has leased 10 acres from the County with an intent to purchase within the next 36 months.
- Placed a new sign with their company name of the righthand side as you drive into Commerce Park.
- The stormwater plan has been drafted by Mangum's engineers and is in the review phase by County Staff.

Library

- The final design for the library with Boomerang Design of Raleigh, NC is almost complete.
- Funding has been approved at \$3.6M and financing is being coordinated by the County Financial Consultant, First Tryon, in Charlotte.
- Target date for completion is September 2021.

Medical Building

- The County has received a contract for the purchase of the former Medical Building.
- This will be placed on the January 2021 Board of Commissioners meeting agenda for a Public Hearing.

CARES Funding

- County allocated a total of \$630K. To date, approximately \$460K has been distributed.
- Staff is currently working on facility upgrades, improved technology, radios/pagers for Sheriff and Fire Departments and PPE supplies.
- Approximately \$160K went to small businesses.
- Camden County Schools received \$50K.
- Emergency Management received \$15K.

Eastern Shore Communications (Broadband)

- Materials on site for the construction of the fiber from Shipyard Road to the north water tower located at 694 US 343.
- Raised platforms have been constructed at the water tower for the installation of the backup generator.
- Tankcare is working on the antenna construction for the water tower which will be welded to the tower.
- The company has agreements with many of the owners of the grain elevators along 343 for installation of our fixed wireless equipment.

New High School

- Facility study completed by M.B. Kahn and information was shared with the Board of Commissioners and Board of Education.
- School has received \$12.3M grant.
- Bond referendum passed November 3, 2020.

2. Superintendent Dr. Joe Ferrell

The focus of my presentation is narrower but as a reminder Ken mentioned the budget season for the 2020-21 SY and we are about to go into that again for the 2021-22 SY but as a reminder, focusing on capital, we always reach out to our schools and ask for their capital needs. We typically get things like radio replacements and repairs, general painting, gym floor maintenance is always something needed, HVAC, drainage issues on playgrounds, roofing issues, etc. We also get some special request like kindergarten teachers may need cabinets built in their classrooms or they are trying to do some smart TV project on a hallway or something like that, so we take all of those things into consideration and put together a capital request. As a reminder to both boards, this is something that changes every year and depends on what the needs are. Sometimes it is higher and sometimes it is lower. Last year, we had approximately \$600,000 of requests and you were gracious enough to give us \$405,000 of our requests. What we do then is we go back and prioritize which of those things need to be done most critically. And those things that we can't get to in a school year because of a difference in funding, we will move to a priority list for the following year and so ultimately all of those projects eventually get completed.

A couple of things that are extremely important I think to mention this year that have already been taken care of, we are already working on the upgrades at CECHS and those upgrades include adding student restrooms inside the facility and also enclosing those breezeway type setups between each building so that when anyone enters at the front of the school near the front office there is a long hallway through all of the buildings keeping someone we do not want inside the building from just walking up to one of those breezeway type areas and just walking inside the building. They do have fire exits or emergency exit doors there with a push bar so students can go out through the doors if there is an emergency but they cannot come back in those doors because they close and lock. The \$90,000 that you included for chrome book specific upgrades, some of that has been completed this year and some has not and that is simply a supply issue. But those things will be completed before the end of the year.

Obviously, Mr. Bowman just mentioned that of the County's CARES Act funding, the schools were given \$50,000. That money went directly to each school. \$10,000 was given to each school for the purpose of connectivity and buying student devices. So we are very grateful for that. We were able to use that plus some of the CARES Act funding that the school system received directly to give each school around \$20,000 to increase the number of student devices which now because of COVID is more critical than ever.

Some things that remain to be done on the list because we are just getting to the half way part of the school year, one of the most critical things is fire alarm system upgrades that will be done prior to the end of the school year.

With that, I will ask Larry Lawrence if there is anything he would like to add.

Mr. Lawrence thanked the Commissioners for what they do to help keep our schools the best that they can be. Dr. Ferrell agreed.

Dr. Ferrell continued. *Visitors talk about the great job that this county has done with maintaining our current facilities. People are often amazed at how great our schools look so thank you to the Boards for that and thank you to Larry and his staff as well. Of course, the big capital project that I suppose is on everyone's mind right now is the new high school project. Ken has already given you an update or reminder of how all of that played out. As he said, on November 3rd, the bond referendum did pass with 4,147 yes votes to 1,530 no votes so that brings us to where we are today.*

Dr. Ferrell asked if there were any questions for him. There were no questions. He then turned the meeting over to Rick Ott to discuss the new high school project.

3. Rick Ott, MB Kahn and Ashley Dennis, Moseley Architects and Associates

Project History

- Completed facility study in September 2019 – Replacing the high school is the most efficient and cost-effective solution for growing enrollment and will benefit every school in the district.
- The district spent more than 11 months developing an educational program.
- Existing Camden County High School – Enrollment approximately 600 students; facility size approximately 81,500 square feet.
New High School & Early College – Enrollment 600 students; 800 Core; total facility size is 128,050 square feet.

Multiple Reductions

- Initial Proposed – 159,445 square feet
- First Reduction – 140,585 square feet
- Second Reduction – 130,263 square feet
- Third Reduction – 128,050 square feet
Total Reductions to date – 31,395 square feet (20%)

Reductions Included

- | | |
|--------------------------------|-----------------------------------|
| • Classroom Sizes | • Science Labs |
| • Auditorium | • Choral Room |
| • Extended Instructional Areas | • Band Room |
| • Reception Area | • Technology Rooms |
| • Administrative Offices | • Media Center |
| • Records Area | • Studio/Media Production |
| • Conference Rooms | • Gymnasium / Auxiliary Gymnasium |
| • Storage | • Locked Areas |
| • Health Clinic | • Kitchen |

Current Budget

- Building Cost - \$31,932,876
- Site Development - \$4,000,000
- Athletics Allowance - \$2,500,000
- Add Alternate Auxiliary Gymnasium - \$2,050,000
- Engineering/Architect Fees (Portion of Technical Fees - \$2,488,724
- Bond Counsel Fees - \$100,000
- Other Legal/Fiscal Fees - \$100,000
- Administrative (Portion of Technical Fees) - \$387,700
- Contingency - \$778,100
- Other (Furnishings & Technology Allowance) - \$950,000
Total Projected Cost - \$45,287,400
Off-Site Improvements (reimbursable by DOT) - \$840,000

Project Financing Plan

- Approved Funding - \$45,287,400
 - Successful 2020 Bond Referendum - \$33,000,000
 - Financial Models Considers 30-Year USDA Loan
- Needs-Based Public School Capital Fund
 - \$12,287,400
- Other Potential State Initiatives

Financing Requirements

- NBPSCF Grant
 - Execution of Agreement
 - Prepare Required Reporting
 - Meet all state design and review standards

- USDA Rural Development
 - 40-year maximum term allowed – financial models use 30-year term
 - \$100,000,000 maximum loan guarantee allowed through third-party lender
 - Immediate coordination recommended
 - Historic low interest rates
 - Requires Construction Loan before permanent financing
- State Grant funds will be drawn down first along with \$ match.

Project Overview

- Program to support 600 students / 800 core capacity
- Main entrance off of Highway 343
- Three academic pods clustered around collaborative extended learning areas that open directly to the exterior
- Space for future expansion will be incorporated into the design
- Athletic fields and student parking to the rear of the site
- School site will serve as a County Emergency Shelter
- Review of Preliminary Site Plan and Preliminary Floor Plan
- Review of Cash Flow

Design Meeting / Milestones

- The team will conduct a series of meetings and adjacency workshops in December and January with administrators, teachers, and students.
- Schematic Design – January 2021
- Design Development – April 2021
- Early Site Package – April 2021
- Groundbreaking – May 2021
- Construction Documents – August 2021
- Final Design Approval – September 2021

Review of Management Schedule

Next Steps

- Complete preliminary site investigation
- Confirm funding approach
- Conduct design meetings with stakeholders
- Continue schematic design
- Owner approval at each phase of design

4. David Cheatwood, First Tryon Advisors (via video call)



DAVID CHEATWOOD, Managing Director
1355 Greenwood Cliff, Suite 400
Charlotte, NC 28204
Office: (704) 926-2447
Email: dcheatwood@firsttryon.com

Discussion Materials

Camden County, North Carolina

December 7, 2020

Background

- Camden County (the "County") and Camden County Schools (the "School District") are evaluating the potential funding of a new high school and early college at an estimated cost of approximately \$45.3 million.
- The County / School District have received grants from the State of approximately \$12.3 leaving a balance of \$33 million to be funded with debt.
- In November 2020, voters approved the issuance of up to \$33 million of General Obligation Bonds to fund this need.
 - General Obligation Bonds require the pledge of the full faith, credit and taxing power of the County.
- The County has the ability to issue these General Obligation Bonds in one of three different markets:
 - "Public" market
 - "Bank" market
 - USDA
- Based on the County's desire to balance the total debt service paid over time vs. mitigating the property tax impact, seeking USDA financing for a 30-year term on a level annual debt service / payment structure was deemed to be the most advantageous to the County.
 - The County has had preliminary conversations with the USDA which has provided an indicative interest rate of 2.125% for a 30-year financing.

Member: FINRA & SIPC, MSRB Registrant



Attachment: bocboeminutes_120720 (2882 : BOC/BOE Joint Meeting Minutes - December 7, 2020)

Financing Scenario – USDA Financing

- If the County issued its General Obligation Bonds via a USDA loan by the end of FY2022 and repaid the debt over a 30-year level annual debt service basis at an interest rate of 2.125%, it could expect to pay approximately \$1.5 million in debt service per year beginning in FY2023 through FY2052 as highlighted in the table below.

Fiscal Year	Principal	Interest	Debt Service
Total	33,000,000	11,966,788	44,966,788
2023	797,643	701,250	1,498,893
2024	814,593	684,300	1,498,893
2025	831,903	666,990	1,498,893
2026	849,581	649,312	1,498,893
2027	867,634	631,258	1,498,893
2028	886,072	612,821	1,498,893
2029	904,901	593,992	1,498,893
2030	924,130	574,763	1,498,893
2031	943,768	555,125	1,498,893
2032	963,823	535,070	1,498,893
2033	984,304	514,589	1,498,893
2034	1,005,220	493,673	1,498,893
2035	1,026,581	472,312	1,498,893
2036	1,048,396	450,497	1,498,893
2037	1,070,675	428,218	1,498,893
2038	1,093,426	405,467	1,498,893
2039	1,116,662	382,231	1,498,893
2040	1,140,391	358,502	1,498,893
2041	1,164,624	334,269	1,498,893
2042	1,189,372	309,521	1,498,893
2043	1,214,647	284,246	1,498,893
2044	1,240,458	258,435	1,498,893
2045	1,266,818	232,075	1,498,893
2046	1,293,737	205,156	1,498,893
2047	1,321,229	177,664	1,498,893
2048	1,349,305	149,588	1,498,893
2049	1,377,978	120,915	1,498,893
2050	1,407,260	91,633	1,498,893
2051	1,437,164	61,728	1,498,893
2052	1,467,704	31,189	1,498,893

- Please note, USDA will likely require that the County put interim financing in place during the construction period prior to issuing its loan in which case the County would have to pay interest on that interim financing during FY2022 which is not reflected in the debt service table above.

Member: FINRA & SIPC, MSRB Registrant

2



Repayment Source

- The County has two primary repayments sources for the General Obligation Bonds – Sales Tax and Property Tax.

Sales Tax

- In addition to the state-wide 4.75% sales tax, the County levies an additional 2.00% in sales tax via Article 39 (1 cent), Article 40 (1/2 cent) and Article 42 (1/2 cent).
- A portion of the Article 40 and Article 42 sales taxes are allocable to school capital outlay or school debt service as follows:
 - Article 40: 70% used for general purposes; 30% used for school capital / debt service
 - Article 42: 40% used for general purposes; 60% used for school capital / debt service
- In addition, the County receives a distribution of additional sales tax revenues under North Carolina General Statute 105-524 that is restricted for economic development, public education and community college purposes.
- The allocable portion of the Article 40 / 42 sales tax that was reserved to pay school debt and / or capital needs and the additional distribution under NCGS 105-524 was approximately \$1.1 million in FY2020.
 - The County currently uses approximately \$575,000 of this amount to pay existing school related debt service which drops to approximately \$520,000 in FY2024.
 - Assuming that the County uses \$100,000 of sales tax revenues to pay for annual maintenance and capital needs for the School District on a going forward basis, the County would have approximately \$425,000 available in FY2023 and FY2024 and approximately \$480,000 thereafter to apply towards debt service on the General Obligation Bonds if it elected to do so.
 - This amount is subject to fluctuation based on annual sales tax collections.

Property Tax

- The County may also use property taxes to support school debt and / or capital expenditures.
 - The approximate value of one penny on the County's property tax rate is equal to \$100,000 with an assumed growth rate in that value of 1.00% / year.

Member: FINRA & SIPC, MSRB Registrant

3



Attachment: bocboeminutes_120720 (2882 : BOC/BOE Joint Meeting Minutes - December 7, 2020)

Tax Impact

Based on the assumptions previously stated and assuming the County increased its tax rate in FY2022 and set that revenue aside to be available to pay the debt service on the General Obligation Bonds in future years, the County could service the new debt with 10 cent tax increase as highlighted in the table below.

Any additional funds generated could be used to guard against a downturn in future sales tax / property tax revenues, be used for additional school operating or capital needs or be used for additional County needs.

Fiscal Year	Sales Tax Collections	Less: Existing Debt Service	Less: Budgeted Capital Contribution	Net Sales Tax Revenues Available for DS	Property Tax Revenues	Total Revenues Available for Debt Service	Proposed Debt Service	Surplus (Deficit)	Cumulative Fund Balance
2021	1,100,000	(575,711)	(100,000)	424,289		424,289			
2022	1,100,000	(574,517)	(100,000)	425,483	1,011,550	1,437,033		1,437,033	1,437,033
2023	1,100,000	(573,322)	(100,000)	426,678	1,021,665	1,448,343	1,498,893	(50,550)	1,386,483
2024	1,100,000	(519,978)	(100,000)	480,022	1,031,882	1,511,904	1,498,893	13,011	1,399,494
2025	1,100,000	(519,978)	(100,000)	480,022	1,042,200	1,522,223	1,498,893	23,330	1,422,823
2026	1,100,000	(519,978)	(100,000)	480,022	1,052,522	1,532,545	1,498,893	33,752	1,456,575
2027	1,100,000	(519,978)	(100,000)	480,022	1,063,149	1,543,171	1,498,893	44,278	1,500,853
2028	1,100,000	(519,978)	(100,000)	480,022	1,073,780	1,553,802	1,498,893	54,910	1,555,763
2029	1,100,000	(519,978)	(100,000)	480,022	1,084,518	1,564,540	1,498,893	65,647	1,621,410
2030	1,100,000	(519,978)	(100,000)	480,022	1,095,363	1,575,385	1,498,893	76,492	1,697,903
2031	1,100,000	(519,978)	(100,000)	480,022	1,106,317	1,586,339	1,498,893	87,446	1,785,349
2032	1,100,000	(519,978)	(100,000)	480,022	1,117,380	1,597,402	1,498,893	98,509	1,883,858
2033	1,100,000	(519,978)	(100,000)	480,022	1,128,554	1,608,576	1,498,893	109,683	1,993,541
2034	1,100,000	(519,978)	(100,000)	480,022	1,139,839	1,619,862	1,498,893	120,969	2,114,510
2035	1,100,000	(519,978)	(100,000)	480,022	1,151,238	1,631,260	1,498,893	132,367	2,246,877
2036	1,100,000	(519,978)	(100,000)	480,022	1,162,750	1,642,772	1,498,893	143,879	2,390,756
2037	1,100,000	(519,978)	(100,000)	480,022	1,174,378	1,654,400	1,498,893	155,507	2,546,263
2038	1,100,000	(519,978)	(100,000)	480,022	1,186,121	1,666,144	1,498,893	167,251	2,713,514
2039	1,100,000	(519,978)	(100,000)	480,022	1,197,983	1,678,005	1,498,893	179,112	2,892,626
2040	1,100,000	(519,978)	(100,000)	480,022	1,209,962	1,689,985	1,498,893	191,092	3,083,717
2041	1,100,000	(519,978)	(100,000)	480,022	1,222,062	1,702,084	1,498,893	203,191	3,286,909
2042	1,100,000	(519,978)	(100,000)	480,022	1,234,283	1,714,305	1,498,893	215,412	3,502,321
2043	1,100,000	(519,978)	(100,000)	480,022	1,246,625	1,726,648	1,498,893	227,755	3,730,076
2044	1,100,000	(519,978)	(100,000)	480,022	1,259,092	1,739,114	1,498,893	240,221	3,970,297
2045	1,100,000	(519,978)	(100,000)	480,022	1,271,683	1,751,705	1,498,893	252,812	4,223,109
2046	1,100,000	(519,978)	(100,000)	480,022	1,284,399	1,764,422	1,498,893	265,529	4,488,637
2047	1,100,000	(519,978)	(100,000)	480,022	1,297,243	1,777,266	1,498,893	278,373	4,767,010
2048	1,100,000	-	(100,000)	1,000,000	1,310,216	2,310,216	1,498,893	811,323	5,578,333
2049	1,100,000	-	(100,000)	1,000,000	1,323,318	2,323,318	1,498,893	824,425	6,402,758
2050	1,100,000	-	(100,000)	1,000,000	1,336,551	2,336,551	1,498,893	837,658	7,240,416
2051	1,100,000	-	(100,000)	1,000,000	1,349,917	2,349,917	1,498,893	851,024	8,091,440
2052	1,100,000	-	(100,000)	1,000,000	1,363,416	2,363,416	1,498,893	864,523	8,955,963
2053	1,100,000	-	(100,000)	1,000,000	1,377,050	2,377,050		2,377,050	11,333,013

Member: FINRA & SIPC, MSRB Registrant



Next Steps

If the County Board of Commissioners wanted to move forward with the issuance of the General Obligation Bonds via a 30-year USDA loan, the following steps would need to be followed:

- Make formal application to USDA for funding
- Obtain letter of commitment from USDA
- Finalize school design plans and costs
- Obtain interim financing during construction period

Member: FINRA & SIPC, MSRB Registrant



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FIRST TRYON
ADVISORS

Some of the discussion included a question by Board of Education Member Chris Purcell on why the USDA loan option was chosen over the private option. Mr. Cheatwood explained that the private option requires a 20-year term and the USDA option allows a 30-year term. The private option results in a higher tax impact.

There was also some discussion concerning the amount of net tax received versus the net tax available for debt service. After a number of questions were raised, it was decided that a meeting be scheduled with USDA and Mr. Cheatwood to further clarify the financing options.

There being no further matters for discussion Board of Education Chairman Christian Overton called for a motion to adjourn. A motion to adjourn was offered by Chris Purcell and seconded by Jason Banks. The motion carried unanimously with four members voting aye, no member voting no and one member absent.

Commissioner Clayton Riggs offered a motion to adjourn the Board of Commissioners. The motion carried unanimously with five members voting aye and no member voting no.

The meeting was adjourned at 1:34 PM.

ATTEST:

Tom White, Chairman
Camden County Board of Commissioners

Karen M. Davis
Clerk to the Board

Camden County Board of Education
Camden County Board of Commissioners
December 7, 2020



CAMDEN COUNTY

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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.C
Meeting Date: January 04, 2021

Submitted By: Stephanie Jackson, HR Director
Finance
Prepared by: Karen Davis

Item Title **Budget Amendments**

Attachments: Budget Amendment SRO (PDF)
20-21 BA 017 Elections for Grant monies
(DOC)

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, 2021.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10390510-4343500	Miscellaneous Revenues	\$4,309.00	
Expenses			
105100-557000	Miscellaneous Expenses	\$4,309.00	

This Budget Amendment is made to appropriate additional monies that were received from the State of North Carolina to the Sheriff's Office for SRO Equipment.

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

Balance in Contingency \$40,000.00

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 January, 2021.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

2020-21-BA017
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, 2021.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10330430-434898	Grant Revenues	\$36,203.22	
Expenses			
104300-503000	PT Salaries	\$ 1,858.20	
104300-501100	Election Officials	\$ 3,600.00	
104300-532000	Office Supplies	\$ 3,561.62	
104300-511000	Telephone & Postage	\$ 670.55	
104300-512000	Printing	\$ 933.69	
104300-521000	Rental of Buildings	\$ 655.16	
104300-550200	Election Grant	\$25,924.00	

This Budget Amendment is made to appropriate additional monies through expenses that Elections received through numerous State grant funding opportunities.

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

Balance in Contingency \$40,000.00

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 January, 2021.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

Attachment: 20-21 BA 017 Elections for Grant monies (2878 : Budget Amendments)



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

Consent Agenda

Item Number:	8.D
Meeting Date:	January 04, 2021
Submitted By:	Karen Davis, Clerk to the Board Schools Prepared by: Karen Davis
Item Title	School Budget Amendments
Attachments:	School Budget Amendments (PDF)

Budget Amendment



Camden County Schools Administrative Unit

State Public School Fund

The Camden County Board of Education at a meeting on the 7th day of December 2020 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2021.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	42,444.45	
5200	Special Instructional Programs	40,757.52	
5400	School Leadership	7,476.78	
5800	School Based Support Services	4,042.65	
6100	Regular Curricular Support	1,668.75	
6200	Alternative Programs Support	3,312.84	
6500	Operational Support Services	9,496.11	
6600	Financial & Human Resources	3,443.47	
6800	System-Wide Pupil Support	27,177.13	
6900	Policy, Leadership	980.17	
Explanation:			
Total Appropriation in Current Budget		\$	15,697,871.00
Amount of Increase/Decrease of			
Above Amendment			+ 140,799.87
Total Appropriation in Current Amended			
Budget		\$	15,838,670.87

<p>Passed by majority vote of the Board of Education of Camden County on the 7th day of December 2020.</p>  <p>Chairman, Board of Education</p>  <p>Secretary, Board of Education</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20__.</p> <p>Chairman, Board of County Commissioners</p> <p>Clerk, Board of County Commissioners</p>
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Attachment: School Budget Amendments (2865 : School Budget Amendments)

BUDGET AMENDMENT
December 7, 2020

1. State Public School Fund

- A. We have reviewed this area of the budget and find that we must increase our budget to cover the benefits that will be covered at the end of the year by NCDPI that are paid during the year to employees. We request your approval of the following amendment.

Non-Contributory Benefits

1.5110.009.184 Longevity	\$ + 2,280.56
1.5110.009.188 Annual Leave Payout	+ 7,991.68
1.5110.009.189 Short Term Disability	+ 11,145.85
1.5110.009.211 Emp. Soc. Sec. Costs	+ 1,797.55
1.5110.009.221 Emp. Retirement Costs	+ 5,126.73
1.5110.009.231 Emp. Hosp. Ins. Costs	+ 1,597.08
1.5133.009.188 Annual Leave Payout	+ 8,063.10
1.5133.009.211 Emp. Soc. Sec. Costs	+ 616.82
1.5133.009.221 Emp. Retirement Costs	+ 1,748.08
1.5210.009.184 Longevity	+ 935.68
1.5210.009.188 Annual Leave Payout	+ 359.47
1.5210.009.211 Emp. Soc. Sec. Costs	+ 95.99
1.5210.009.221 Emp. Retirement Costs	+ 280.78
1.5260.009.188 Annual Leave Payout	+ 1,612.62
1.5260.009.211 Emp. Soc. Sec. Costs	+ 123.36
1.5260.009.221 Emp. Retirement Costs	+ 349.62
1.5400.009.184 Longevity	+ 3,974.58
1.5400.009.185 Bonus Leave Payout	+ 42.29
1.5400.009.188 Annual Leave Payout	+ 1,764.28
1.5400.009.211 Emp. Soc. Sec. Costs	+ 442.28
1.5400.009.221 Emp. Retirement Costs	+ 1,253.35
1.5860.009.184 Longevity	+ 3,125.84
1.5860.009.211 Emp. Soc. Sec. Costs	+ 239.13
1.5860.009.221 Emp. Retirement Costs	+ 677.68
1.6110.009.184 Longevity	+ 1,290.30
1.6110.009.211 Emp. Soc. Sec. Costs	+ 98.71
1.6110.009.221 Emp. Retirement Costs	+ 279.74
1.6200.009.184 Longevity	+ 2,561.54
1.6200.009.211 Emp. Soc. Sec. Costs	+ 195.96
1.6200.009.221 Emp. Retirement Costs	+ 555.34
1.6540.009.184 Longevity	+ 1,483.89
1.6540.009.211 Emp. Soc. Sec. Costs	+ 113.51
1.6540.009.221 Emp. Retirement Costs	+ 321.70
1.6550.009.184 Longevity	+ 222.91
1.6550.009.188 Annual Leave Payout	+ 4,517.21

BUDGET AMENDMENT
 State Public School Fund
 December 7, 2020, Page 2

1.6550.009.211 Emp. Soc. Sec. Costs	+	362.63
1.6550.009.221 Emp. Retirement Costs	+	805.00
1.6551.009.184 Longevity	+	375.20
1.6551.009.211 Emp. Soc. Sec. Costs	+	28.72
1.6551.009.221 Emp. Retirement Costs	+	81.34
1.6610.009.184 Longevity	+	2,662.53
1.6610.009.211 Emp. Soc. Sec. Costs	+	203.70
1.6610.009.221 Emp. Retirement Costs	+	577.24
1.6820.009.184 Longevity	+	3,686.58
1.6820.009.185 Bonus Leave Payout	+	7,876.00
1.6820.009.188 Annual Leave Payout	+	9,451.20
1.6820.009.211 Emp. Soc. Sec. Costs	+	1,607.56
1.6820.009.221 Emp. Retirement Costs	+	4,555.79
1.6940.009.184 Longevity	+	757.88
1.6940.009.211 Emp. Soc. Sec. Costs	+	57.98
1.6940.009.221 Emp. Retirement Costs	+	<u>164.31</u>

Total – Non-Contributory Benefits \$ +100,538.87

- B. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

Career and Technical - EDU

1.5120.014.352 Professional Cert. Exam Fees	\$	<u>+ 2,077.00</u>
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Total – Career and Technical - EDU \$ + 2,077.00

- C. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

Behavioral Support (Willie M.)

1.5210.029.121 Salary – Teacher	\$	+ 27,047.50
1.5210.029.211 Emp. Soc. Sec. Cost	+	1,912.50
1.5210.029.221 Emp. Retirement Cost	+	5,420.00
1.5210.029.231 Emp. Hosp. Ins. Cost	+	<u>2,620.00</u>


Total – Behavioral Support (Willie M.) \$ + 37,000.00

BUDGET AMENDMENT
State Public School Fund
December 7, 2020, Page 3

D. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

<u>Transportation</u>	
1.6550.056.423 Gas/Diesel	\$ + <u>1,184.00</u>
 Total – Gas/Diesel	 \$ + 1,184.00
 3100.000 Revenue – State Public School Fund	 \$ - 140,799.87

Passed by majority vote of the Board of Education of Camden County on the 7th day of December, 2020.



Chairman, Board of Education



Secretary, Board of Education

Attachment: School Budget Amendments (2865 : 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 7th day of December, 2020 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2021.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	52,446.07	
5200	Special Instructional Programs		2,446.07
Explanation:			
	Total Appropriation in Current Budget	\$	2,693,796.00
	Amount of Increase/Decrease of		
	Above Amendment	+	50,000.00
	Total Appropriation in Current Amended		
	Budget	\$	2,743.796.00

<p>Passed by majority vote of the Board of Education of Camden County on the 7th day of December 2020.</p>  _____ Chairman, Board of Education	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20 ____.</p> _____ Chairman, Board of County Commissioners
 _____ Secretary, Board of Education	_____ Clerk, Board of County Commissioners

Attachment: School Budget Amendments (2865 : School Budget Amendments)

BUDGET AMENDMENT
December 7, 2020

2. Local Current Expense Fund

A. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

<u>Classroom Teacher</u>		
2.5110.841.121	Salary - Teacher	\$ + 785.45
2.5110.841.211	Emp. Soc. Sec. Cost	+ 59.60
2.5110.841.221	Emp. Retirement Cost	+ 168.23
2.5110.841.231	Emp. Hosp. Ins. Cost	+ 1,432.79
2.5210.841.121	Salary – Teacher	+ 3,023.28
2.5210.841.211	Emp. Soc. Sec. Cost	+ 231.28
2.5210.841.221	Emp. Retirement Cost	+ <u>655.45</u>
Total – Classroom Teacher		\$ + 6,356.08

B. We have received additional money from Camden County and must increase this area of the budget. We request your approval of the following amendment.

<u>Classroom Support</u>		
2.5110.842.462.308	Pur of non-cap comp hdwe	\$ + 10,000.00
2.5110.842.462.310	Pur of non-cap comp hdwe	+ 10,000.00
2.5110.842.462.312	Pur of non-cap comp hdwe	+ 10,000.00
2.5110.842.462.304	Pur of non-cap comp hdwe	+ 10,000.00
2.5110.842.462.350	Pur of non-cap comp hdwe	+ <u>10,000.00</u>
Total – Classroom Support		\$ + 50,000.00

C. We have received additional money from Camden County and must decrease this area of the budget to cover teachers in the Classroom Teacher PRC. We request your approval of the following amendment.

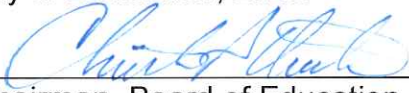
<u>Children with Special Needs</u>		
2.5210.849.121	Salary - Teacher	\$ - <u>6,356.08</u>
Total – Children with Special Needs		\$ - 6,356.08

Attachment: School Budget Amendments (2865 : School Budget Amendments)

BUDGET AMENDMENT
State Public School Fund
December 7, 2020, Page 2

4.4110 Revenue – County Appropriation \$ -50,000.00

Passed by majority vote of the Board of Education of Camden County on the 7^h day of December, 2020.



Chairman, Board of Education



Secretary, Board of Education

Budget Amendment

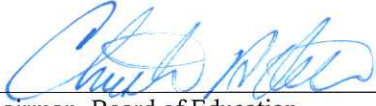

Camden County Schools Administrative Unit

State Public School Fund

The Camden County Board of Education at a meeting on the 7th day of December 2020 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2021.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	1,571.87	
5200	Special Instructional Programs	1,440.41	
5400	School Leadership	968.32	
6400	Technology Support	.01	
6900	Policy, Leadership	6,712.68	
7200	Nutrition Services	1,318.22	
Explanation:			
Total Appropriation in Current Budget		\$	15,838,670.87
Amount of Increase /Decrease of			
Above Amendment			+ 12,011.51
Total Appropriation in Current Amended Budget		\$	15,850,682.38

<p>Passed by majority vote of the Board of Education of Camden County on the 7th day of December 2020.</p> <p> _____ Chairman, Board of Education</p> <p> _____ Secretary, Board of Education</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20__.</p> <p>_____ Chairman, Board of County Commissioners</p> <p>_____ Clerk, Board of County Commissioners</p>
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Attachment: School Budget Amendments (2865 : School Budget Amendments)

BUDGET AMENDMENT
December 7, 2020

1. State Public School Fund

A. We have reviewed this area of the budget and find that we must increase our budget to cover the benefits that will be covered at the end of the year by NCDPI that are paid during the year to employees. We request your approval of the following amendment.

Non-Contributory Benefits

1.5110.009.184 Longevity	\$ +	541.87
1.5210.009.184 Longevity	+	1,113.76
1.5210.009.211 Emp. Soc. Sec. Costs	+	85.19
1.5210.009.221 Emp. Retirement Costs	+	241.46
1.5400.009.184 Longevity	+	748.71
1.5400.009.211 Emp. Soc. Sec. Costs	+	57.29
1.5400.009.221 Emp. Retirement Costs	+	162.32
1.6940.009.184 Longevity	+	5,190.33
1.6940.009.211 Emp. Soc. Sec. Costs	+	397.08
1.6940.009.221 Emp. Retirement Costs	+	1,125.27
1.7200.009.184 Longevity	+	1,019.27
1.7200.009.211 Emp. Soc. Sec. Cost	+	77.97
1.7200.009.221 Emp. Retirement Cost	+	<u>220.98</u>
 Total – Non-Contributory Benefits	 \$ +	 10,981.50

B. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

Non-Instructional Support

1.5110.003.162 Substitute Pay	\$ +	950.00
1.5110.003.211 Emp. Soc. Sec. Cost	+	<u>80.00</u>
 Total – Non-Instructional Support	 \$ +	 1,030.00

C. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

School Technology Fund

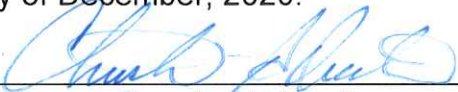
1.6400.015.343 Telecommunications	\$ +	<u>.01</u>
 Total – School Technology Fund	 \$ +	 .01

Attachment: School Budget Amendments (2865 : School Budget Amendments)

BUDGET AMENDMENT
State Public School Fund
December 7, 2020, Page 2

3100.000 Revenue – State Public School Fund \$ - 12,011.51

Passed by majority vote of the Board of
Education of Camden County on the 7th
day of December, 2020.



Chairman, Board of Education



Secretary, Board of Education

Attachment: School Budget Amendments (2865 : 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 7th day of December, 2020 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2021.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	16,210.10	
7100	Regular Community Services		16,210.10
Explanation:			
Total Appropriation in Current Budget		\$	483,094.00
Amount of Increase/Decrease of			
Above Amendment			.00
Total Appropriation in Current Amended			
Budget		\$	483,094.00

<p>Passed by majority vote of the Board of Education of Camden County on the 7th day of December 2020.</p> <p></p> <p>_____ Chairman, Board of Education</p> <p></p> <p>_____ Secretary, Board of Education</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20__.</p> <p>_____ Chairman, Board of County Commissioners</p> <p>_____ Clerk, Board of County Commissioners</p>
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Attachment: School Budget Amendments (2865 : School Budget Amendments)

BUDGET AMENDMENT
December 7, 2020

8. Other Local Current Expense Fund

A. We have reviewed this area of the budget and must transfer funds to cover expense. We request your approval of the following amendment.

<u>Computer Tech</u>		
8.5110.905.418	Comp Software & Supplies	\$ + 15,210.10
8.5110.905.462	Pur of Non-Cap Comp Hdwe	+ <u>1,000.00</u>
Total – Computer Tech		\$ + 16,210.00

B. We have reviewed this area of the budget and must transfer funds to cover expense. We request your approval of the following amendment.

<u>After School Day Care Program</u>		
8.7100.701.451	Purchase of Snacks	\$ - <u>16,210.00</u>
Total – After School Day Care Program		\$ - 16,210.00

Passed by majority vote of the Board of Education of Camden County on the 7th day of December, 2020.



Chairman, Board of Education



Secretary, Board of Education

Attachment: School Budget Amendments (2865 : School Budget Amendments)

Budget Amendment


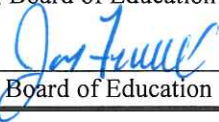
Camden County Schools Administrative Unit

Capital Outlay Fund

The Camden County Board of Education at a meeting on the 7th day of December, 2020, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2021.

Code Number	Description of Code	Amount	
		Increase	Decrease
6550	Category III Projects	96,912.00	
Explanation:			
	Total Appropriation in Current Budget	\$	465,878.00
	Amount of Increase / (Decrease) of Above Amendment		+ 96,912.00
	Total Appropriation in Current Amended Budget	\$	562,790.00

<p>Passed by majority vote of the Board of Education of Camden County Schools on the 7th day of December 2020.</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 in the minutes of said Board, this ____ day of _____ 2____.</p> <p>_____ Chairman, Board of County Commissioners</p> <p>_____ Clerk, Board of County Commissioners</p>
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Attachment: School Budget Amendments (2865 : School Budget Amendments)

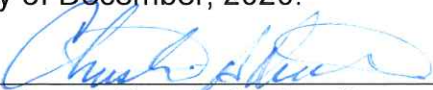
BUDGET AMENDMENT
December 7, 2020

4. Capital Outlay Fund

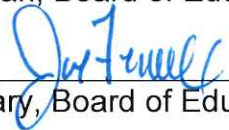
- A. We must adjust our budget to reflect the purchase of a yellow school bus that will be provided by NCDPI. We will receive funding as the installments are paid and recorded by NCDPI during the term of the lease. We request your approval of the following amendment.

<u>Category III Projects</u>	
6550.120.551 Pur of School Bus	\$ + <u>96,912.00</u>
Total – Category III Projects	\$ + 96,912.00
3400.120 Revenue – State Public School Fund	\$ - 96,912.00

Passed by majority vote of the Board of Education of Camden County on the 7th day of December, 2020.



 Chairman, Board of Education



 Secretary, Board of Education

Attachment: School Budget Amendments (2865 : School Budget Amendments)



CAMDEN COUNTY

NORTH CAROLINA • USA

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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number:	8.E
Meeting Date:	January 04, 2021
Submitted By:	Lisa Anderson, Tax Administrator Taxes Prepared by: Karen Davis
Item Title	Tax Collection Report
Attachments:	Tax Collection Report (PDF)

Tax Collection Report

NOVEMBER 2020

Day	Amount	Amount	Name of Account	Deposits	Internet
	\$	\$		\$	\$
2	46,009.48			46,009.48	
3	15,455.68			15,455.68	
4	5,292.76			5,292.76	
5	27,734.49		Refund - \$0.01	27,734.49	
6	21,289.87			21,289.87	
9	70,035.96			70,035.96	
10	16,086.03			16,086.03	
12	40,184.36			40,184.36	
13	682,079.58		Refund - \$5,973.04	682,079.58	
	21,745.06			21,745.06	
16	9,459.08		Refund - \$2.53		9,459.08
	37,869.63			37,869.63	
17	37,890.93			37,890.93	
18	31,769.96			31,769.96	
	602,537.54		Refund - \$19,783.21	602,537.54	
19	3,643.45			3,643.45	
	720,638.79		Refund - 7,010.17	720,638.79	
20	7,121.90			7,121.90	
	270,615.85		Refund - \$1,340.82	270,615.85	
23	43,443.64			43,443.64	
24	1,529.58				1,529.58
	108,328.52			108,328.52	
25	28,531.26			28,531.26	
30	52,462.84		Refund - \$1.00	52,462.84	
	40,224.23			40,224.23	
	1,554.36				1,554.36
	21,639.80			21,639.80	
			Note: PSN Returned check of		
			Patrick Riley - \$171.29		
	\$2,965,174.63	\$ -	\$ -	\$2,952,631.61	\$12,543.02
Total Deposits and PSN	\$2,965,174.63			\$2,965,174.63	
			PSN Check fees - \$18.00 - for info only, fees were paid to PSN		
	\$ (34,110.78)	Refund			
	\$ -	Over			
	\$ -	Shortage			
Grand Total	\$ -	Adjustment			
	\$2,931,063.85				

Submitted by:

Lisa S. Anderson

Date: 12-8-2020

Approved by:

Date: _____

Attachment: Tax Collection Report (2867 : Tax Collection Report)



CAMDEN COUNTY

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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.F
Meeting Date: January 04, 2021

Submitted By: Teri Smith,
Taxes
Prepared by: Teri Smith

Item Title **DMV Monthly Report**

Attachments: DMV Monthly Report Feb, 2021 Renewals (PDF)

Summary: DMV Monthly Report February, 2021 Renewals Due 3/15/2020

Recommendation: Review and Approve

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County February Renewals Due 3/15/21

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
24,042.18	22,797.88	14,024.05	60,864.11

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: DMV Monthly Report Feb, 2021 Renewals (2877 : DMV Monthly Report)



CAMDEN COUNTY
NORTH CAROLINA • USA

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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.G
Meeting Date: January 04, 2021

Submitted By: Teri Smith,
Taxes
Prepared by: Teri Smith

Item Title **Refunds Over \$100.00**

Attachments: Refunds Over \$100.00 December, 2020 (PDF)

Summary: Refunds Over \$100.00

Recommendation: Review and Approve

ACS Tax System
12/21/20 14:00:45

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

CAMDEN COUNTY

Refund\$	Remit To:	Reference:	Drawer/Transaction Info:
548.25	CARBEE, . LLC PO BOX 110 SHAWBORO NC 27973	2020 R 03 8963 00 29 4154 0000 overpayment	20201221 1 257385
251.36	GRIFFIN, MARY PO BOX 3211 ELIZABETH CITY NC 27906	2020 R 02-8927-00-61-3510.0000 overpayment 2020 taxes	20201202 1 256742
538.68	STATE EMPLOYEES' CREDIT UNION P.O. DRAWER 25279 RALEIGH NC 27611	2020 R 03-8973 00 17 4488.0000 OVERPAYMENT - R-128933-2020	20201202 2 256728
1,338.29	Total Refunds		***

Submitted by Lisa S. Anderson Date 12-21-2020 JS
Lisa S. Anderson, Tax Administrator Camden County

Approved by _____ Date _____
C. Tom White, Chairman Camden County Board of Commissioners

Attachment: Refunds Over \$100.00 December, 2020 (2881 : Refunds Over \$100.00)



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

Consent Agenda

Item Number:	8.H
Meeting Date:	January 04, 2021
Submitted By:	Lisa Anderson, Tax Administrator Taxes Prepared by: Karen Davis
Item Title	Pickups, Releases & Refunds
Attachments:	Pickups, Releases & Refunds (PDF)



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

Consent Agenda

Item Number: 8.I
Meeting Date: January 04, 2021
Submitted By: Karen Davis, Clerk to the Board
 Board of Commissioners
 Prepared by: Karen Davis
Item Title **Community Services Block Grant**
Attachments: CSBG FY2021-22 Application for Funding (PDF)

Summary:

The North Carolina Administrative Code requires that each CSBG grant recipient submit its Community Anti-Poverty Plan (grant application) to each County Commissioner Board that it serves.

Recommendation:

Review the plan and provide any comments regarding the plan to the Clerk for submittal to the Office of Economic Opportunity.

North Carolina Department of Health and Human Services

Division of Social Services



Community Services Block Grant Program

Fiscal Year 2021-22 Application for Funding
Project Period July 1, 2021– June 30, 2022
Application Due Date: January 15, 2021

Agency Information			
Agency:	Economic Improvement Council, Inc.		
Agency:	Economic Improvement Council, Inc.		
Federal I.D.	560857026		
DUNS Number:	081423030		
Administrative Office Address:	712 Virginia Road, Edenton, NC 27932		
Mailing Address (include the 4-digit zip code extension):	Post Office Box 549 Edenton, NC 27932		
Telephone Number:	(252) 482-4458		
Fax Number:	(252) 482-8227		
Proposed Funding:	CSBG: \$ 334,188	Additional Resources: \$21,027,835.26	Agency Total Budget: \$21,362,023.26
Application Period:	Beginning: July 1, 2021	Ending: June 30, 2022	
Board Chairperson:	Mr. Robert Williams		
Board Chairperson's Address: (where communications should be sent)	119 US Highway 158 Business West Gatesville, NC 27938		
Board Chairperson's Term of Office (enter beginning and end dates):	08/2019 – 09/2024		
Executive Director:	Dr. Landon B. Mason, Sr.		
Executive Director Email Address:	Dr.Landon.Mason@eicca.org		
Agency Fiscal Officer:	Jose Taylor		
Fiscal Officer Email Address:	Jose.taylor@eicca.org		
CSBG Program Director:	Mrs. Reta Blair		
CSBG Program Director Email Address:	reta.blair@eicca.org		
Counties Served with CSBG funds:	Camden, Chowan, Currituck, Dare, Gates, Hyde, Perquimans, Pasquotank, Tyrrell, Washington		
Agency Operational Fiscal Year:	July - June		

North Carolina Department of Health and Human Services
Office of Economic Opportunity –
2420 Mail Service Center / Raleigh, North Carolina 27699-2420

Proposed Funding

CSBG: \$334,188

Additional Resources: \$21,027,835.26

Agency Total Budget: \$21,361,023.26

Checklist to Submit a Complete Community Services Block Grant (CSBG) Application

Please put a check mark in the appropriate box to show that you have included the completed document with your application. All documents are required with the exception of those that say "if applicable."

Item	Included (√)
Signed Application Certification (blue ink only)	
Signed Board Membership Roster (blue ink only)	
Board of Directors Officers and Committees	
Board of Directors Community Needs Assurance	
Planning Process Narrative	
Form 210 – Agency Strategy for Eliminating Poverty	
Form 212 – One-Year Work Program	
Monitoring, Assessment and Evaluation Plan	
Form 212A – CSBG Administrative Support Worksheet (if applicable)	
Form 225 – Agency Budget Information	
Form 225N-Budget Narrative	
<u>Appendices (to be attached by the Applicant):</u>	
• Organizational Chart (do not include names)	
• Job Description and Resume for the Agency's Executive Director	
• Job Description and Resume for the Agency's Chief Financial Officer	
• Job Descriptions for all CSBG employees (do not include names)	
• Affirmative Action Plan	
• Documentation of Public Hearings for Initial Planning Process:	
Copy of Public Notice(s) from Newspaper(s)	
Agenda of Public Meeting(s)	
Copy of Attendance Sheet(s)	
Minutes of Public Meeting(s)	
• Documentation for Notice of Intent to Apply:	
Copy of advertisement(s)	
• Documentation of Submission to County Commissioners:	
Notarized document from county clerk	
Commissioners' comments or minutes (if applicable)	
• Cognizant-Approved Indirect Cost Agreement	
• Copy of the Proposal Application submitted to the cognizant agency for approval of the Indirect Cost Rate	
• Cost Allocation Plan (if applicable)	
• Vehicle Registrations (must be up-to-date and after July 1, 2021)	
• State Certification-No Overdue Tax Debts	
• State Certification-Contractor Certification required by N.C. Law	
• Federal Certifications	
• Cost Allocation Plan Certification	
• Federal Funding Accountability and Transparency Act (FFATA)	
• Central Contractor Registration (CCR) (must be up-to-date and after July 1, 2021)	

**Checklist to Submit a Complete Community Services Block Grant (CSBG) Application
(continued)**

Item	Included (✓)
• IRS Tax Exemption Verification- verifies the agency's 501 (c) (3) status <i>(must be dated after July 1, 2016)</i>	
• Conflict of Interest Policy <i>(must have been approved within the past 5 years and must be notarized)</i>	
• Contractual Agreements/leases <i>(must be current within contract period)</i>	

**Community Services Block Grant Program
Fiscal Year 2020-21 Application for Funding
Certification and Assurances**

Public Hearing on the Initial Plan

We herein certify that a public hearing as required by 10A NCAC 97B .0402 Citizen Participation in the Application Process occurred on November 17-19, 2020 for the initial planning process for the agency's current project plan and the agency has maintained documentation to confirm the process of the public hearing.

For multi-county providers, indicate the date and the county the hearing was held.

Date	County	Date	County
November 17, 2020	Camden	November 18, 2020	Chowan
November 17, 2020	Currituck	November 18, 2020	Gates
November 17, 2020	Dare	November 19, 2020	Tyrrell
November 18, 2020	Perquimans	November 19, 2020	Hyde
November 18, 2020	Pasquotank	November 19, 2020	Washington

County Commissioners' Review

We herein certify that the application for this project period was submitted to the Board of County Commissioners for review and comment on December 15, 2020 as required by 10A NCAC 97C .0111 and 10A NCAC 97C .0307(9).

For multi-county providers, indicate the county and date the application for funding was presented to the Board of County Commissioners as required by 10A NCAC 97C .0111(B).

Date	County	Date	County
	Camden		Chowan
	Currituck		Gates
	Dare		Tyrrell
	Perquimans		Hyde
	Pasquotank		Washington

Board of Directors Approval of the Application

I hereby certify that the information contained in the attached application is true and the Board of Directors has reviewed and approved this application for the Community Services Block Grant Program.

Date of Board Approval: _____

Board Chairperson: _____
(Signature)

(Date)

Finance Committee Chairperson: _____
(Signature)

(Date)

Board of Directors' Membership Roster

Total Seats Per Agency Bylaws	15	Total Current Vacant Seats	1
Total Number of Seats Reserved for Each Sector	Poor	Public	Private
Total Number of Vacant Seats Per Each Sector	0	5	3
	Poor	0	1

Name	County of Residence	Community Group/ Area Represented	Date Initially Seated [month/year]	Number of Terms Served [completed]	Current Term Expiration [month/year]
Representatives of the Poor					
1. Sheila Gregory	Currituck	Currituck County Commissioners	6-2012	1	5-2022
2. Jakeema Spencer	Hyde	Hyde County Community	5-2019	0	2-2024
3. Jessica Davenport	Dare	Dare County Community	7-2012	1	6-2022
4. Mayor Fred Yates	Perquimans	Perquimans County Community	9-2015	0	11-2025
5. Wanda W. Harvey	Beaufort	Beaufort County Community	8-2017	0	1-2022
6. Precious Diaz	Pitt	Pitt County Community	11-2017	0	10-2021
Public Elected Officials					
1. Dr. William Sawyer	Camden	County Commissioner	7-2015	1	7-2022
2. Glorious Elliott	Chowan	County Commissioner	5-2019	0	7-2021
3. Robert Williams	Gates	County Commissioner	9-2014	2	8-2021
4. Nina Griswell	Tyrrell	County Commissioner	11-2015	0	11-2025
5. Mayor Jerry McCrary	Martin	County Commissioner	9-2018	0	9-2023
6.					
Representatives of Private Organizations					
1. Melvin Norman	Washington	Washington County Community	7-2014	1	7-2024
2. Pearl Sulton	Pasquotank	Pasquotank County Community	7-2019	0	7-2021
3. Attorney Thomas Wood	Chowan	Chowan County Community	11-2015	0	11-2025
4.					
5.					
6.					

The signature of the Board of Directors Chairperson certifies that the persons representing the poor were selected by a democratic process and that there is documentation on file that confirms the selection of all board members. In addition, by signing below, the Board of Directors Chairperson confirms that the selection of all board members coincides with the directives outlined in the agency's bylaws and that a current Board of Directors Member Profile is on file for each member.

Board of Directors Chairperson

Board of Directors' Membership Contact Listing

Board Member	Physical Address	Email Address
Precious Diaz	2884 Little Gem Circle Winterville, NC 28590	diamonddiaz63@gmail.com
Melvin Norman	743 Marriner Road Roper, NC 27970	normanm23@mchsi.com
Sheila Gregory	108 South Gregory Road Shawboro, NC 27973	sheila.gregory@ncsu.edu
William Sawyer	533 N. Trotman Road Camden, NC 27921	5sawyer@wildblue.net
Robert Williams	119 US Highway Business W Gatesville, NC 27938	robertwilliams46@hotmail.com
Jessica Davenport	PO Box 669 Manteo, NC 27954	davenport@dcdss.org
Fred Yates	147 Winfall Blvd. Winfall, NC 27985	fred@inteliport.com
Nina Griswell	175 Travis School Road Columbia, NC 27925	ngriswell@tyrrellcounty.net
Thomas Wood	105 West King Street Edenton, NC 27932	thomas@godwinandgodwin.net
Jerry McCrary	PO Box 98 Parmele, NC 27861	mayorjerrym@gmail.com
Wanda Harvey	1303 Nicholson Street Washington, NC 27889	cnellrae@gmail.com
Pearl Sutton	1222 Soundneck Road Elizabeth City, NC 27909	pearljos71@gmail.com
Glorius Elliott	342 Sandy Ridge Road Edenton, NC 27932	joy@hughes.net
Jakeema Spencer	PO Box 25 Englehard, NC 27824	sjakeema@yahoo.com

Board of Directors' Officers and Committees

Note: All committees of the board should fairly reflect the composition of the board (10A NCAC 97C .0109). Be sure to identify the chairperson and other committee positions.

Name	Office	Sector Represented	County Represented*
Officers of the Board			
Robert Williams	Chairperson	Public	Gates
William Sawyer	Vice Chairperson	Public	Camden
Nina Griswell	Secretary	Public	Tyrrell
Nina Griswell	Treasurer	Public	Tyrrell
Committee Name: Executive Committee			
Robert Williams	Chairperson	Public	Gates
Melvin Norman		Private	Washington
Nina Griswell		Public	Tyrrell
William Sawyer		Public	Camden
Committee Name: Personnel Committee			
Fred Yates	Chairperson	Poor	Perquimans
Sheila Gregory		Poor	Currituck
Thomas Wood		Private	Chowan
Committee Name: Planning / Evaluation Committee			
Jessica Davenport	Chairperson	Poor	Dare
Jerry McCrary		Public	Martin
Pearl Sutton		Private	Pasquotank
Committee Name: Audit Committee			
Precious Diaz	Chairperson	Poor	Chowan
Wanda Harvey		Poor	Beaufort
Committee Name: Finance Committee			
Nina Griswell	Chairperson	Public	Tyrrell
Jakeema Spencer		Poor	Hyde
Glorius Elliott		Public	Chowan
Committee Name:			
	Chairperson		

*To be completed by agencies serving multiple counties.

Attachment: CSBG FY2021-22 Application for Funding (2861 : Community Services Block Grant)

Community Service Block Grant

Board of Directors Contractual Certifications

I, Robert Williams and Economic Improvement Council, Inc. (board chairperson name and name of applicant) certify the information in the following categories by initialing each certification and signing below:

- A. Conflict of Interest:** I certify that a Conflict of Interest Policy in place and that a copy of the policy can be found in the Employee Policy Manual and in the Board Member Handbook. I also certify that all members of the Board of Directors and all staff annually sign "Conflict of Interest" forms and that copies of Board member signatures are kept in the Board Minutes Book while copies of employee signatures are retained in the personnel files.
- B. Board of Director Orientation/Training:** I certify that a Board Member Orientation Policy is in place and that it is utilized as new Board members are assigned to the Board. I also certify that all Board members attend an annual Board Training each year and record of such is reflected in the Board minutes. The most recent Board Training occurred on January 22 – 23, 2020.
- C. Agency-wide Audit:** I certify that PETWAY MILLS & PEARSON, PA performs an audit annually. The audit is completed each year and submitted for review by the Board. The most recent audit for program year July 1, 2018 – June 30, 2019 was submitted and accepted by the Board at the March 30, 2020 meeting and is on record in said minutes.

Certification (Original Signature)

Signature of Chairperson/President

Date

Attachment: CSBG FY2021-22 Application for Funding (2861 : Community Services Block Grant)

Community Service Block Grant Certification of Community Assessment

The Economic Improvement Council, Inc. (applicant) has conducted a Community Assessment of its service area within the past three (3) years utilizing the following method(s):

(Check one or more of the following methods)

- Surveys of the community(s) - door to door, telephone, etc.
- Review of Records - agency intake forms, program participant records, etc. (may be used with at least one other type of needs assessment; will not meet compliance on its own)
- Review of demographical information - U.S. Census, welfare statistics, unemployment statistics, etc.
- Discussions/information/testimony provided by individuals and community members - social service professionals, agency staff, program participants, etc.
- Public meetings to solicit input on community needs
- Other (Describe) _____

The most recent Community Assessment was completed on: October 2, 2020
(date)

The Community Assessment was completed by: Economic Improvement Council, Inc.
(agency or contractor)

It is expressly understood that this Community Assessment should include community and consumer input. It is to be used as a basis for prioritizing the needs of the low-income population in the service area and for planning the applicant's projects to meet those needs.

It is further understood that documentation validating that a Community Assessment was completed and is to be retained by the applicant and is subject to review by the Office of Economic Opportunity.

Please provide a 4-5 sentence summary of your most recent Community Needs Assessment:

The Economic Improvement Council, Inc. utilized the grass-roots approach toward engaging the community-at-large in our ten (10) county service area to assess the needs therein. As a participant in the survey, individuals willingly shared their earnest opinions about the needs of their respective communities while highlighting its strengths. This in turn, reaffirmed that community resources and partnerships are vital toward helping families thrive.

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The following is a list of needs as prioritized, with community input, through the needs assessment process.

1. Primary Education	4. Adequate Nutrition
2. Secondary Education	5. Transportation
3. Safety	6. Housing

Certification (Original Signature)

Signature of Chairperson/President

Date

Attachment: CSBG FY2021-22 Application for Funding (2861 : Community Services Block Grant)

**Community Services Block Grant Program
Fiscal Year 2021-22 Application for Funding
Planning Process Narrative**

1. Explain in detail how each of the following was involved in the planning and development of this strategic plan.
 - a. **Low-Income Community:** The low-income community participated in communities and their local County Commissioners meetings to determine the priorities, needs, and resources that were available to assist them. The result of the meeting indicated that the Self-Sufficiency Project would be the number one priority for the Community Services Block Grant Program.
 - b. **Agency Staff:** The Community Services Block Grant staff served as resource providers and facilitators during the planning progress. The staff did not influence the low-income families of their decisions. They offered suggestions and provided technical assistance as requested by the target communities and residents.
 - c. **Agency's Board Members:** The Economic Improvement Council Board approved the Anti-Poverty planning process as presented by the Community Services Block Grant Director.

2. Describe how and what information was gathered from the following key sectors of the community in assessing needs and resources during the community assessment process and other times. These should ideally be from each county within your agency's service area:
 - a. Community-based organizations
 - b. Faith-Based Organizations
 - c. Private Sector
 - d. Public Sector
 - e. Educational Sector

Our Community Needs Assessment was done through our Community Collaboration Partners, Agency Customers, and our Faith-Based Partners. Survey conversations were held with our Educational Partners and Leaders. The needs assessment provided an increased understanding of the needs in the community and why they existed. Community members has the opportunity to share how the need impacted their quality of life. The needs assessment further allows for strategic: Planning, Priority, Setting, Program Outcomes and Improvements. The six most important needs in our communities based on our assessment are:

1. Employment
 2. Housing
 3. Affordable Child Care
 4. Finances
 5. Secondary Education
 6. Safety
3. Describe your agency's method and criteria for identifying poverty causes including how the agency collected and analyzed qualitative and quantitative data in identifying those causes.

- a. The agency's method of identifying poverty causes was through the Census Statistics, County Assessments, and the Poor Sectors Representation on the Economic Improvement Council (EIC) Board. The HHS Poverty Guidelines are also used to determine the enrollment of families into the Family Self-Sufficiency Program.

Identifying poverty varies among different groups and family conditions. The following is a list of poverty causes in our Northeastern area:

- o Lack of Education
- o Lack of Industrial Development
- o High incidence of single family households
- o Lack of job training and adequate skill development
- o Lack of adequate public and private transportation
- o High incidence of job lay off
- o Health and Mental Health conditions
- o Lack of cost of living increases

- b. The methods and criteria used to determine priorities and strategies is through and application process which will include: income, employment skills, education, health, and resource availability.

4. Describe activities that your agency has undertaken to advocate for and empower low-income individuals and families to achieve economic independence and security.

EIC advocates and empowers low-income individuals to achieve a greater sense of authority over their lives through the Limited Opportunities to Family Self-Sufficiency Program. Family enrollment coupled with positive guidance will give individuals and families the opportunity to make lifelong decisions in determining their own lives and future. To achieve independence and security, families will identify their own strengths weakness. Case Managers will provide supportive services when needed and suggest ways to handle future challenges.

5. Describe how your agency plans to make more effective use of, coordinate and form partnerships with other organizations and programs including: State welfare reform efforts; public and private resources; religious organizations, charitable groups, and community organizations.

The Economic Improvement Council, Inc. will maintain a relationship with organizations serving low-income families and individuals. The agency's Board of Directors solicits representation from the community organizations including religious and charitable groups to comprise the private sectors of the Board. The CSBG Case Managers will work with local churches, schools, teachers, health care, public housing organizations, community-based organizations, and job training agencies for welfare recipients to help move towards self-sufficiency.

- o State Welfare Form: Maintain established rapport with Social Services
- o Public and Private Resources: Attend meetings, provide and accept referrals and follow-ups.
- o Religious Organizations: Extend notifications to churches and organizations on EIC Agency activities.
- o Charitable Groups: EIC partners with Good360 a 501(c)3 non-profit charitable organization where access to product donations of quality goods from major

brands are accessible to our agency to assist in meeting the day-to-day needs of families in addition to helping during disaster-impacted communities. Further, our services are donated as needed.

- Community Organizations: Attend meetings, maintain rapport, establish new partnerships as new organizations arrive in our region, and maintain seats on various community boards.

6. Describe how your agency will establish linkages between governmental and other social services programs to assure the effective delivery of such services to low-income individuals, to avoid the duplication of such services and to fill identified gaps in services, through the provision of information, referrals, case management and follow-up consultations.

EIC has a satellite office in each of the ten (10) counties. These offices are primarily "One Stop" Centers that provide information and services on all of EIC programs and all other programs in the surrounding area. Services provided through the satellite offices include: eligibility determination, referrals to other agencies to meet customer needs, and follow-up consultations. These satellite offices are shared by other agencies and programs to help fill in service gaps and prevent duplication of services. Additionally, they provide an incentive for other public and private agencies to utilize our offices for their information and referral activities.

7. Provide a description of how your agency will support innovative community and neighborhood-based initiatives related to the purposes of the Community Services Block Grant (fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging effective parenting).

This mission and philosophy of the Economic Improvement Council, Inc. since inception is to assist families to become self-sufficient. The Self-Sufficiency Program as proposed is designed to support innovative community and neighborhood initiatives aimed toward removing barriers to self-sufficiency.

The Community Services Block Grant staff will support innovative community and neighborhood based initiatives by promoting advertisement and serving as volunteers and encouraging community support. In the wake of the COVID-19 Pandemic, Center for Disease Control (CDC) Guidelines will be adhered to: The 3 W's, Wear, Wait, and Wash to assist in slowing the spread of the virus when in-person support is provided. Another method the agency will utilize will be virtual platforms such as Zoom or Microsoft Teams.

8. Describe activities that your agency has undertaken or plans to undertake, on an emergency basis, for the provision of such supplies and services, nutritious foods and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals.

The agency collaborates with food banks, churches and other organizations such as the Department of Social Services, local Head Start Programs, Food and Nutrition Programs and the Cooperative Extension Programs help with the conditions of starvation and malnutrition among low-income individuals. EIC Staff and Board Members currently occupy seats on other agency boards that provide nutritional assistance to low-income individuals.

**Community Services Block Grant Program
Fiscal Year 2021-22 Application for Funding
Planning Process Narrative (continued)**

9. Describe how your agency will coordinate the provision of employment and training activities with entities providing activities through statewide and local workforce investment systems under the Workforce Innovation and Opportunity Act. Provide the dollar amount of your allocation that will go towards employment training.

EIC will coordinate provision of employment and training activities through a job screening process. The agency will collaborate with other state and local employment agencies such as: temporary agencies, regional job fairs, colleges, universities, and other businesses to provide referrals for employment and training activities. Collaboratively, all agencies will promote the development and implementation to a more unified system of measuring accountability and performances. Funding in the amount of \$1,250 annually will be utilized in support of these efforts.

10. Describe how your agency will ensure coordination with the emergency energy crisis intervention program under title XXVI (relating to low-income home energy assistance).

EIC has a well-established partnership and rapport with the county Department of Social Services. Other community partnering agencies such as: Catholic Social Ministries, The Salvation Army, United Way, and NC 2-1-1 serve as vital resources to mitigate emergency crisis intervention needs. The agency will make referrals to families and individuals that are in need of emergency services to an energy crisis intervention program. Through consistent coordination with the county Social Services and partnering agencies information will be disseminated to other departments.

11. Describe the needs of low-income youth and your agency's efforts to promote increased community coordination and collaboration in meeting the needs of low-income youth.

The involvement of youth is an integral part of the fabric of EIC and the CSBG Programs. EIC plans and coordinates activities regularly with other programs and partnering agencies such as: the National Youth Sports Program, local schools, colleges and universities. The needs of our youth differs and largely reflects the needs of the greater community. Several needs have been identified are:

- Transient Families
- Family Isolation
- Lack of Recreational Facilities
- School Dropout Rate
- Child Abuse and Neglect
- High Delinquency Rate

EIC partners in collaboration with a multitude of public and private resources to combat the needs for youth.

- Public Schools
- Department of Social Services
- Albemarle Rehabilitation Center
- Albemarle Speech and Hearing

- Private Physicians
- Partnership for Children Centers
- Partnership for Children (Smart Start)
- Good360

To ensure coordination in meeting the above needs, the Council provides expertise and guidance in the development of youth programs and setting priorities for youth involvement.

12. Describe your agency's method for informing custodial parents in single-parent families that participate in CSBG programming about the availability of child support services. In addition, describe your method for referring eligible parents to the child support office[s].

During the initial contact assessment custodial parents in single-parent families are made aware of the child support services. If a custodial parent participating in the CSBG Program is not receiving support benefits the Case Manager will inquire whether they are interested in applying and will provide agency contact information to complete an application.

13. Describe activities that your agency has undertaken or plans to undertake, to address the Department's priorities which includes:

- **Combat the Opioid Crisis** by focusing on policies and practices that prevent opioid misuse, addiction and overdose;
 - EIC has representation serving on various boards or committees who address these challenges such as: Child Protection Teams, Housing Committees, and Social Services. Staff attend training to become a resource in our communities along with Law Enforcement and Emergency Medical Technician Staff.
- **Develop better outcomes for Early Childhood learners** to ensure that they are healthy, safe and nurtured, learning and ready to succeed;
 - EIC's Head Start and Early Head Start has a Child Nutrition Program, takes pride in Continual Training on Safety, and Certified Staff to insure all aspects of health, safety, and an excellent learning environment.
 - In the midst of a global pandemic, Center for Disease Control (CDC) Guidelines are adhered to when in-person learning is engaged: Temperature checks and protective personal equipment is provided for staff and children. The practice of the "3 W's, Wear, Wait, and Wash" assist in slowing the spread of the virus. Further, each facility is treated with "Lastgerm" an EPA Registered (#82972-1), NSF Approved, Non-Toxic Hospital Grade, Deep Disinfection Service Kills 99.999% of viruses, bacteria and pathogens. The EPA has approved "Lastgerms" use against SAR-CoV-2, the Corona Virus that causes the Corona Virus Disease 2019 (COVID-19).
- **Expand NCCARE360**, a statewide database that provides resource information for medical providers and human services professionals in response to social determinants of health like housing stability, food security, transportation access and interpersonal safety; and
 - EIC will continue to collaborate and participate in training sessions with the network team of professionals.
- **Implement Healthy Opportunities** that improve the health, safety and well-being of North Carolinians by addressing conditions in which people live that directly impacts health.

- In partnership with EIC's Section 8 Housing Choice Voucher Program and Weatherization Program instances mold and other hazardous conditions may be addressed to assist families to live a better quality of life.

**Community Services Block Grant Program
Fiscal Year 2021-22 Application for Funding
OEO Form 210**

Agency Strategy for Eliminating Poverty

Planning Period: 2021 - 2022

Section I: Identification of the Problem (use additional sheets if necessary)

1. Give the Poverty Cause name(s), rank the poverty cause(s) and identify which one(s) the agency will address.
 - The Poverty Cause Name: Limited Opportunities to Family Self-Sufficiency
 - The Economic Improvement Council, Inc. ranks Employment as the #1 Priority and Housing as #2.
2. Describe the poverty cause(s) in detail in the community with appropriate statistical data (include data sources).

EMPLOYMENT PRIORITY I:

In Northeastern North Carolina, more than 20% of the population is living in poverty. A major problem of poverty within this area is that two-thirds of all poor people in the area have at least one family member working full-time. Recent surveys in the region support the fact that poverty remains high due to the high incidence of unemployment, low wage rate, and female heads of households. The chart listed below provides a breakdown of labor force statistics of the ten (10) counties in the Northeast Region of North Carolina as reported by the North Carolina Department of Commerce – Labor and Economic Analysis Division, Local Area Unemployment Statistics.

2020 September Labor Force Estimates

COUNTY	LABOR FORCE	UNEMPLOYMENT	UNEMPLOYMENT RATE	RANK
Camden	4,601	221	4.8	2
Chowan	5,589	325	5.8	21
Currituck	13,663	708	5.2	8
Dare	18,961	1,244	6.6	50
Gates	5,175	277	5.4	11
Hyde	1,836	141	7.7	80
Pasquotank	16,722	1,084	6.5	47
Perquimans	4,949	298	6.0	32
Tyrrell	1,412	107	7.6	79
Washington	4,738	372	8.5	89

The lack of job opportunities continues to be one of the most major causes of the high unemployment rate. Commuting to the Hampton Roads area of Virginia for employment continues to be high priority for area workers. The Northeastern part of the State has also experienced economic exclusion and underinvestment.

HOUSING PRIORITY II:

As stated in the aforementioned paragraph, the Northeastern Region of North Carolina represents more than 20% of the population is living in poverty. The rate and rank of unemployment on the statistical chart above establishes the bases of affordability of housing in the Economic Improvement Council, Inc.'s service area. Lack of adequate resources in housing and low-income households exceeds the affordable housing units available. In an article posted November 2020 by the North Carolina Housing Coalition 24% (330,144) represent renter households that are extremely low-income. The number of affordable and available rental homes per 100 extremely low-income renters is 43 with 70% of those homes severely cost burdened. One of six households are paying more than half of their income on housing and are considered severely cost burdened based on the unemployment rate. Lack of affordable housing units weighs heavily on the population of job ratio to housing.

(A) Explain why the problem exists.

Lack of Economic Resources: The northeast region is the poorest region in the State of North Carolina. Over eighty percent of the economy is based upon agriculture or farm related resources. The economy is driven by large mechanized farms that employ very few workers. Workers that are able to be employed are usually under-employed and seasonal workers.

Limited Economic Development: The region is slow to develop factories or other employment opportunities so support over 8,700 low-income families with over 25,000 low-income individuals. A large majority of this population are considered the working poor, underemployed or not working in the workforce.

Limited Job Opportunity: Considering the two above statements, adequate job opportunities continue to plague the region. The northeast region consists of only ten percent urban population. Much of this population consists of Pasquotank and Dare counties. Approximately forty percent of this population travels out of the region to Hampton Road (VA) for work in the tourist industry.

(B) Identify the segment of the population and give the number of people experiencing the problem.

According to the July 2019 U.S. Census Quick Facts Dashboard (see chart below) the northeast region is composed of approximately 174,964 citizens within the ten rural counties. Population estimates as of July 1, 2019 an average 13.24% are in poverty. The vast region and sparse population coupled with limited economic development causes the poor and near poor to be impacted by the problem.

COUNTY	POPULATION	% IN POVERTY
Camden	10,867	7.6
Chowan	13,943	18.5
Currituck	27,763	8.8
Dare	37,009	8.9
Gates	11,562	14.7
Hyde	4,937	19.2
Pasquotank	39,824	14.3
Perquimans	13,463	15.0
Tyrrell	4,016	25.4
Washington	11,580	21.3

(C) Provide demographic information of those adversely effected inclusive of:

- (a) Gender
- (b) Age
- (c) Race/Ethnicity for the agency's service area

(D) Explain how the persons are adversely affected.

Persons residing in poverty conditions reside without a decent wage, which causes them to have to live in conditions such as substandard housing, lack of education, health insurance, child care and other necessities afforded to the non-poor.

Section II: Resource Analysis (use additional sheets if necessary)

(E) Resources Available:

- a. Agency Resources: The Economic Improvement Council, Inc. – Section 8 Housing Voucher project currently operates in the ten county region with slots at a funding level annually is \$7,250,926.00.
- b. Community Resources: Four local housing authorities serve the municipalities of Elizabeth City, Hertford, Plymouth, and Edenton. These authorities have subsidized housing available for low-income.

(F) Resources Needed:

- c. Agency Resources: The Economic Improvement Council, Inc. – More funding for HUD Housing to be able to pull more customers from the waiting list.
- d. Community Resources: Affordable Fair Market Rent for those who are just right at the threshold of low and medium income.

Section III: Objective and Strategy

(G) Objective Statement: To enroll 55 low-income families in the Family Self-Sufficiency Program with five rising above the poverty guidelines by June 30, 2020.

Strategies for Objective: To qualify and employ comprehensive case management that would include community services providers such as: NC Works, Department of Social Services, and Base Entities.

OEO Form 210 (continued)

Section IV: Results Oriented Management and Accountability Cycle (use additional sheets if necessary)

Organizational Standard 4.3 requires that an agency's strategic plan and Community Action Plan document the continuous use of the ROMA cycle and use the services of a ROMA trainer.

- (H) Community Needs Assessment: Please summarize the primary needs of your community as determined through the Community Needs Assessment, and explain which of those are Family, Agency, or Community Needs, and why.

The following is a list of needs as prioritized:

Family: Employment, Housing, and Secondary Education

Community: Safety

Agency: Affordable Childcare

- (I) Achievement of Results and Evaluation: Please discuss your agency's achievement of results from last year. What were the successes and why were those areas successful? What areas did not meet targets or expectations and why were those areas not as successful? What Improvements or changes will be made for this year's work plan to achieve desired results and better meet the needs of the community?

The Economic Improvement Council, Inc. was successful in assisting 60% of its targeted customers to rise above the poverty level. The goal of gaining employment and better employment were met 100% with the success of 100% jobs with medical benefits obtained. The global COVID-19 pandemic posed it challenges supporting customers over the past year. This provided customers multiple resources for assistance in emergency situations. EIC provided support as requested in accordance to program guidelines whenever needed. In addition, education institutions were forced closed so customers were unable to meet their goals.

Flexibility in providing comprehensive case management through the pandemic has challenged us to explore greater ways to collaborate and meet the needs of our customers to assist them in meeting and / or exceeding their goals. Developing impactful partnerships during this time has streamlined our ability to better service our customers in any given situation. Strong emphasis will be placed on ensuring supportive services are rendered.

- (J) Please name the ROMA trainer who provided services used in developing this community Action Plan and describe what specific services were provided.

Dr. Landon B. Mason, Sr., NCRT, CCAP, the ROMA trainer provided training and insight on the various areas of services dealing with Family, Community, and Agency. He highlighted the six National ROMA goals. Programmatic lead on Housings, Employment, Child Care, Safety, and Education in a combined effort to bring each service area together.

**Community Services Block Grant Program
Fiscal Year 2021-22 Application for Funding
One-Year Work Program
OEO Form 212**

Section I: Project Identification				
1. Project Name:	Family Opportunity to Self-Sufficiency			
2. Mission Statement:	It is the mission of the Economic Improvement Council, Inc. in partnership with the communities to promote the economic, physical and social well-being of its customers by providing high quality services to assist low-income people to become self-sufficient.			
4. Objective Statement:	To enroll 55 low-income families in the Family Self-Sufficiency Program with five families rising above the poverty guidelines by June 30, 2020.			
5. Project Period:	July 1, 2020 to June 30, 2022.			
6. CSBG Funds Requested for this Project:	July 1, 2021	To	June 30, 2022	
7. Total Number Expected to Be Served:	55			
a. Expected Number of New Clients	20			
b. Expected Number of Carryover Clients	35			

**One-Year Work Program
OEO Form 212 (continued)**

Section II: One-Year CSBG Program Objective and Activities				
Identified Problem	Service or Activity	Outcome Expected	NPIs (List all NPIs applicable to activity)	Position Title(s)
Underemployed	Screening applicants, determine eligibility, and complete enrollment and family contract agreements	3	1.1,2,3,6.2,6.5	CSBG Case Managers
Unemployed	Screen applicants, assessment needs, determine eligibility, and complete enrollment and family contract agreements	10	1.1,2,3,6.2,6.5	CSBG Case Managers
Standard Housing	Screen applicants, assessment needs, determine eligibility, and complete enrollment and family contract agreements	3	2.1,6.2,6.5	Case Managers

Attachment: CSBG FY2021-22 Application for Funding (2861 : Community Services Block Grant)

**One-Year Work Program
OEO Form 212 (continued)**

Section III: Program Administration and Operations					
Administration, Services, Operations Outcome Expected	Position Title(s)	Implementation Schedule			
		First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Greet customers and directing them to the CSBG Director or Case Manager. Answer questions regarding the CSBG Program. Complete clerical duties such as typing and mailing, Correspondence to customers.	Receptionist	07/01/2021 09/30/2021	10/01/2021 12/31/2021	01/01/2022 03/31/2022	04/01/2022 06/30/2022
Conduct intakes, interviews and assessments for all customers	Case Managers, Case Manager/AR4CA Administrator	07/01/2021 09/30/2021	10/01/2021 12/31/2021	01/01/2022 03/31/2022	04/01/2022 06/30/2022
Forward discharge letters to customers, provide referrals, support and follow-ups within 30 days of acceptance date.	Case Managers, Case Manager/AR4CA Administrator	15			
Review applications, approve case management procedures and accept families / individuals for program participation.	Case Managers, Case Manager/AR4CA Administrator	07/01/2021 09/30/2021	10/01/2021 12/31/2021	01/01/2022 03/31/2022	04/01/2022 06/30/2022
Develop and monitor each customer action plans to ensure progress goal completion.	Case Managers, Case Manager/AR4CA Administrator	35 (5)	40 (5)	45 (5)	50
Conduct 25 home visits to customers as needed to provide ongoing support in case development and goal achievement.	Case Managers, Case Manager/AR4CA Administrator	7	13 (6)	19 (6)	25 (6)
Facilitate in office meetings with customers as well as provide case management sessions via phone and email as needed	Case Managers, Case Manager/AR4CA Administrator	07/01/2021 09/30/2021	10/01/2021 12/31/2021	01/01/2022 03/31/2022	04/01/2022 06/30/2022
Keep daily and weekly progress data to determine success problems or resources needed for customers. Complete case notes, assessments and other related data entry.	Case Managers, Case Manager/AR4CA Administrator	07/01/2021 09/30/2021	10/01/2021 12/31/2021	01/01/2022 03/31/2022	04/01/2022 06/30/2022
Support 15 customers with employability skills and address needs and 10 in gaining employment.	Case Managers, Case Manager/AR4CA Administrator	5	10 (5)	12 (2)	15 (3)

Attachment: CSBG FY2021-22 Application for Funding (2861 : Community Services Block Grant)

a. Assess customer experiences and skills in order to tailor job searches.	Case Managers	2	4 (2)	6 (2)	8
b. Assist with over letter creation and resume.	Case Manager	2	4 (2)	6 (2)	8
c. Facilitate mock interviews	Case Manager	3	6 (3)	9 (3)	12 (3)
d. Refer customers to job fairs and available positions.					
e. Notify customers about job positions in the newspaper and internet	Case Manager	5	5	5	5
f. Provide job-related transportation as needed.					
g. Direct financial support (i.e. work clothing, transportation, childcare, etc.) to eliminate employment barriers.	Case Manager	5	5	5	5
Provide education support to 3 customers.	CSBG Director Case Manager/AR4CA Administrator	2	3 (1)	4 (1)	5 (1)
a. Assist with enrollment in General Education Development (GED), College/University					
b. Provide direct financial support to customers for tuition, transportation to eliminate educational barriers.					
c. Refer to resources to assist with financial aid, school applications, internship, placement, etc.	Case Manager	3	8 (5)	13 (5)	15 (2)
Provide direct financial crisis assistance to 50 customers with rent, utilities, (water and electric), childcare and transportation fuel and repair.	CSBG Director Case Manager/AR4CA Administrator	11 (11)	22 (11)	33 (11)	44 (11)
Collaborate with Section 8 Program to ensure families with safe standard housing.	Case Managers, Case Manager/AR4CA Administrator	7/01/2021 09/30/201	10/01/2021 12/31/2021	01/01/2022 03/31/2022	04/01/2022 06/30/2022
Engage 5 customers to free Volunteer Income Tax Program (VITA) to save money by receiving free tax preparation by certified staff.	Case Managers, Case Manager/AR4CA Administrator	0	0	0	0
Make necessary referrals to appropriate agencies, organizations and support groups to meet family stabilization.	Case Managers, Case Manager/AR4CA Administrator	7/01/2021 09/30/201	10/01/2021 12/31/2021	01/01/2022 03/31/2022	04/01/2022 06/30/2022

Promote computer literacy via participation in local NC Works Offices and local Libraries.	Case Managers, Case Manager/AR4CA Administrator	7/01/2021 09/30/201	10/01/2021 12/31/2021	01/01/2022 03/31/2022	04/01/2022 06/30/2022
Assess customer's progress towards meeting short / long term goals and ultimately rising above the poverty guidelines.	Case Managers, Case Manager/AR4CA Administrator	7/01/2021 09/30/201	10/01/2021 12/31/2021	01/01/2022 03/31/2022	04/01/2022 06/30/2022
Ensure the correct documentation is obtained during the intake process and properly calculate income.	Case Managers, Case Manager/AR4CA Administrator	7/01/2021 09/30/201	10/01/2021 12/31/2021	01/01/2022 03/31/2022	04/01/2022 06/30/2022
Maintain hard copies of files on each customer.	CSBG Director Case Manager/AR4CA Administrator	7/01/2021 09/30/201	10/01/2021 12/31/2021	01/01/2022 03/31/2022	04/01/2022 06/30/2022
Maintain accurate records on each customer in the Accountable Results for Community Action (AR4CA) including case notes, financial data and assessments.	Case Managers, Case Manager/AR4CA Administrator	7/01/2021 09/30/201	10/01/2021 12/31/2021	01/01/2022 03/31/2022	04/01/2022 06/30/2022
Assess AR4CA performance reports and assess customer records to ensure supporting documents are present to validate outcomes as well as accurate case notes action plan, financial data and assessments.	Case Managers, Case Manager/AR4CA Administrator	7/01/2021 09/30/201	10/01/2021 12/31/2021	01/01/2022 03/31/2022	04/01/2022 06/30/2022
Complete discharge process on customers when appropriate.	Case Managers, Case Manager/AR4CA Administrator	7/01/2021 09/30/201	10/01/2021 12/31/2021	01/01/2022 03/31/2022	04/01/2022 06/30/2022
Prepare all reports and proposals required by the funder and submit in a timely matter.	Case Managers, Case Manager/AR4CA Administrator	7/01/2021 09/30/201	10/01/2021 12/31/2021	01/01/2022 03/31/2022	04/01/2022 06/30/2022
Approve and process requisitions submitted by Case Managers / AR4CA Administrator for customer assistance.	CSBG Director Case Manager/AR4CA Administrator	7/01/2021 09/30/201	10/01/2021 12/31/2021	01/01/2022 03/31/2022	04/01/2022 06/30/2022
Conduct staff supervision, determining training opportunities, complete performance plans and evaluations	CSBG Director	7/01/2021 09/30/201	10/01/2021 12/31/2021	01/01/2022 03/31/2022	04/01/2022 06/30/2022
Sweep and mop all floors and perform small plumbing jobs. Vacuum all carpet floors and clean bathrooms. Clean doors, windows and all glass areas and empty trash cans. Replace light bulbs and balance as needed. Install smoke and carbon monoxide detectors where needed. Replace batteries in hallways	Facility Coordinator	7/01/2021 09/30/201	10/01/2021 12/31/2021	01/01/2022 03/31/2022	04/01/2022 06/30/2022

and conference rooms.					

**Community Services Block Grant Program
Fiscal Year 2021-22 Application for Funding
One-Year Work Program
OEO Form 212 (continued)**

9. Use the tables below to enter your agency's targeted outcome results. The performance measures will be included in the agency's CSBG contract.

All CSBG grantees operating self-sufficiency projects are required to enter program targets in Table 1. Please refer to *Performance Measures and Outcomes Definitions* on page 7 of the Fiscal Year 2021-22 CSBG Application Instructions. If your agency operates more than one project, you will also need to complete Table 2 on the following page and also enter specific program targets. There should be one table of outcome measures per project.

Table 1 Outcome Measures for Project 1 (Economic Improvement Council, Inc.)	
Measure	Expected to Achieve the Outcome in Reporting Period (Target)
The number of participant families served.	55
The number of low-income participant families rising above the poverty level.	5
The number of participant families obtaining employment.	10
The number of participant families who are employed and obtain better employment.	3
The number of jobs with medical benefits obtained.	2
The number of participant families completing education/training programs.	2
The number of participant families securing standard housing.	3
The number of participant families provided emergency assistance.	35
The number of participant families provided employment supports.	25
The number of participant families provided educational supports.	3
The average change in the annual income per participant family experiencing a change.	This measure does not require a target but must be reported.
The average wage rate of employed participant families.	This measure does not require a target but must be reported.

**Community Services Block Grant Program
Fiscal Year 2021-22 Application for Funding
One-Year Work Program
OEO Form 212 (continued)**

Table 2 Outcome Measures for Project 2 (enter project name)	
Measure	Expected to Achieve the Outcome in Reporting Period (Target)
The number of participant families served.	

Attachment: CSBG FY2021-22 Application for Funding (2861 : Community Services Block Grant)

**Community Services Block Grant Program
Fiscal Year 2021-22 Application for Funding
One-Year Work Program
OEO Form 212 (continued)**

CSBG Expenditure by Service Category						
A.2. CSBG Expenditures Domains	Target CSBG Funds	Actual Q1	Actual Q2	Actual Q3	Final	Final
A.2a. Employment						
A.2b. Education and Cognitive Development						
A.2c. Income, Infrastructure, and Asset Building						
A.2d. Housing						
A.2e. Health and Social/Behavioral Development (<i>includes nutrition</i>)						
A.2f. Civic Engagement and Community Involvement						
A.2g. Services Supporting Multiple Domains	45,000					45,000
A.2h. Linkages (<i>e.g. partnerships that support multiple domains</i>)						
A.2i. Agency Capacity Building						
A.2j. Other (<i>e.g. emergency management/disaster relief</i>)						
A.2k. Total CSBG Expenditures (auto calculated)						

**Community Services Block Grant Program
Fiscal Year 2021-22 Application for Funding
One-Year Work Program
OEO Form 212 (continued)**

10. For Community Action Agencies that serve multiple counties, provide a breakdown of the expected *number of persons served* in each designated county in the table below. Show the total number of persons served in the table.

Number of Families to be Served Per County											
Agency Name: Economic Improvement Council, Inc.											
Project Name: Family Opportunity to Self-Sufficiency											
County	Camden	Chowan	Currituck	Dare	Gates	Hyde	Pasquotank	Perquimans	Tyrrell	Washington	Total
Total Planned	5	5	5	5	5	5	8	5	5	7	55
Project Name:											
County											Total
Total Planned											

**Community Services Block Grant Program
Fiscal Year 2021-22 Application for Funding
Monitoring, Assessment and Evaluation Plan**

1. Describe the role and responsibilities of the following in the assessment and evaluation of agency programs.

- a. **Board of Directors:** The Board of Directors participates in the development, planning, implementation, and evaluation of the Community Services Block Grant program which serves the low-income community. The Board delegates the responsibility of the day-to-day operation of the agency to Executive Director who then assigns authority to the CSBG Director to operate and make sure the program is managed effectively. The Board of Directors receives reports periodically to ensure that the goals established are being properly implemented. They also make the necessary adjustments to redirect or modify the program when necessary.
- b. **Low-Income Community:** The low income community receives reports on a regular basis via local community organizations and the CSBG staff. The low-income community will have the opportunity to make suggestions regarding the implementation of the program. They are also given the opportunity to appear before the Board of Directors and express their concerns regarding the administering of the program and its evaluation.
- c. **Program Participants:** Through a chain of command, program participants may express their concerns regarding the CSBG Program. Participants may request to meet with the Executive Director of the Board of Directors. The agency will conduct surveys to assess the quality of the program as a means of involving participants and obtaining their opinion regarding CSBG standards and the quality of service being offered.
- d. **Others:** Other citizens of community groups may express concerns regarding the implementation of the CSBG Program by contacting the Executive Director. Any citizen not satisfied with the implementation of the program may appeal to the agency's Board of Directors. These individuals can also express their concerns or ask for clarification regarding any and all program implementation standards.

2. Describe the systematic approach for collecting, analyzing and reporting customer satisfaction data to the Board of Directors.

The Case Managers provided customers with a Salinification Survey form that was complete for quality services.

3. Describe how administrative policies and procedures are monitored by the Board of Directors.

The Board of Directors are responsible for approving all modifications and / or final amendments to the administrative policies and procedures. Any recommendations for changes to the policies must be submitted to the Executive Director for approval. If approved, the Executive Director has the responsibility of presenting the changes to the Board for approval. Amendments to the policies will go into effect the following the Board's approval or at a time specified by the Board. The Board consists of five committees: Executive, Personnel, Planning, Evaluation, Finance, and Special that are responsible for carrying out activities such as evaluating and monitoring the agency's policies and procedures, programs and projects offered by the agency, and the fiscal operations of the agency.

4. Describe how the Board acts on monitoring, assessment and evaluation reports.

The Board of Directors will receive monitoring, assessment, and evaluation reports during each regular meeting. The purpose of these reports will be to advise the Board if he project is meeting the targeted goals or if the project is encountering problems. The Board will suggest and recommend program adjustments to correct and necessary problems.

5. Describe the Board's procedure for conducting the agency self-evaluation.

The Board conducts self-evaluation utilizing three basic evaluation tools. These tools consist of Formative Evaluation, Quality Assurance, and Outcome Evaluation.

Formative Evaluation: This is done on a regular basis during official Board meetings. The operation and development of programs are measured based upon the progress of meeting and / or exceeding targeted goals, short and long term program achievements and expected outcomes. Financial information and participant data are compared to determine the level of achievement for each program. Programs that are not meeting the minimum achievement levels based upon time schedules are cited and recommendations for improvement are made.

Quality Assurance: the form of evaluation is used to determine if the process of involvement with low-income families is appropriate, timely and well documented. To accomplish this, the Board relies upon staff documentation, surveys and outside monitoring reports. Low-income families and individuals may also be allowed to appear before the Board to voice their concerns, problems or expectations.

Outcome Evaluation: This is achieved by employing the Result Oriented Management and Accountability cycle (ROMA). During this evaluation stage, data will be analyzed and compared to benchmarks that have been set in place. The outcomes will be used to determine the effectiveness of the program, update annual and long-range planning, support agency advocacy, funding, and community partnership activities.

6. Summarize the results of the Board's most recent self-evaluation. Describe how the information has been or will be used to develop the agency's next Strategy for Eliminating Poverty. Indicate the timeframe and planned activities for the next evaluation.

The Board's most recent self-evaluation involved the Board reviewing a CSBG Quarterly Report and 2021 Year End Report. The following outcomes were presented:

- The number of participants served
- The number of low-income families rising above the poverty level
- The average change in annual income per participant
- The number of participants obtaining employment and / or better employment
- The number of participants obtaining jobs with medical benefits
- The number of participants average wage rate
- The number participants completing education / training programs
- The number of participants securing standard housing
- The number of participants provided emergency assistance

In an effort of eliminating poverty, after the Board has completed self-evaluation, the agency will draw from the strengths of those areas that proved to be effective and eliminate areas that proved to be weak and less effective.

The next time frame evaluation will begin July 1, 2022.

**Community Services Block Grant Program
Fiscal Year 2021-22 Application for Funding
CSBG Administrative Support Worksheet
OEO Form 212A**

1. Administrative Support requested for (Name of Grant):		
2. Total amount of Administrative Support requested: \$		
3. Brief description of grant including the name of the funding source:		
4. Total Grant Amount:		\$
5. Give the reason for requesting Administrative Support from CSBG and describe how the funds will be used: (Attach supporting documentation in the Appendices)		
6. How will the agency track the CSBG funds used for Administrative Support?		
7. Basis for determining amount of Administrative Support needed. (Please select either Indirect Costs or Cost Allocation, not both.)		
Indirect Costs		
Indirect Cost Base:		
Indirect Cost Rate %:		%
Indirect cost base amount for this grant:		\$
Percent indirect allowed by funding source for this grant:		%
Dollar amount indirect allowed by funding source for this grant:		\$
Cost Allocation		
Percent of administrative costs allowed by funding source for this grant %:		%
Dollar amount of administrative costs allowed by funding source for this grant:		\$
8. Actual numerical calculation used to determine Administrative Support needed:		
9. Administrative Support to be applied: (choose one)		Monthly
		Quarterly
		Annually

CONTRACT BUDGET NARRATIVE
STATE OF NORTH CAROLINA DIVISION OF SOCIAL SERVICES
OFFICE OF ECONOMIC OPPORTUNITY
Form 6844N

Name of Agency:

Section A – Salaries and Wages

CSBG Director – 100%, 1 Case Manager/AR4CA Administrator – 100%, 2 Case Managers-100%,

Section B – Fringe Benefits

Director and Case Managers receive fringe Benefits – Disability and Life Insurance; Vision; 86% of Health Insurance, Retirement – 7% of salary. New Director will be eligible for retirement contributions after one year of service.

Section C – Equipment Purchases

No new equipment purchases

Section D - Communication

The internet is used in 10 counties, which include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans Tyrell and Washington. Postage cost per month is \$21.00. Internet services and phone services are provided CenturyLink and Surazal at a cost of \$83.00 per month. Cell phones for director and case managers are \$292.00 per month. Advertising is \$33.00 per month

Section E – Space costs

Space costs for 10 locations: Each includes utilities (120 of 1400 sq. ft.). Utilities are paid in the following counties: Chowan, Dare, Perquimans, and Pasquotank for an average of \$92.00 per month. Building maintenance is \$100.00 per month. Camden, 117 NC Highway 343 (P.O. Box 276) Camden; Chowan, 712 Virginia Road (P. O. Box 549) Edenton; Currituck, 494 Shortcut Road, Barco; Dare: 723 Sir Walter Raleigh St., Manteo; Gates: 252 Highway 37 S (P. O. Box 568) Gatesville; Hyde: 33480 US Highway 264, Englehard; Pasquotank: 104 W. Ehringhaus St. (P. O. Box 1263) Elizabeth City; Perquimans: 200 Winfall Boulevard (P. O. Box 386) Winfall, (Hertford); Tyrrell: 109 L.A. Kesier Dr. (P.O. Box 641) Columbia; Washington: 2668 Highway 64 (P.O. Box 541) Plymouth.

Section F – Travel/Employee Development

Employees deliver services to clients in rural areas across 10 counties in northeastern North Carolina.

Travel computations are:

Director: 600 miles per month @.535 - 10 counties

Case Manager: 500 miles per month @ .535 - Chowan, Pasquotank

Case Manager: 500 miles per month @ .535 - Camden, Currituck, Gates, Perquimans

Case Manager: 500 miles per month @ .535 - Dare, Hyde, Tyrrell, Washington

Training and Staff Development: \$12,000

Section G - Supplies and Materials

Office supplies and material – paper, pens, folders, ink

Section H – Contractual Services

AR4CA Subscription-Annual Agreement: \$2600.00

Copier lease agreement: \$2155.00 per year

Section I - Client Services

Client Education: \$1250.00

Client Transportation: \$2500.00

Client Utilities: \$15000.00

Client Rent: \$17500.00

Education for 3 clients @ 416.67. Transportation for 25 clients @ \$100 per year in order to allow customers to commute greater distances from very rural areas to gain employment. Client support utilities support for 25 clients @ \$600 per year with a goal of being able to assist more customers. Client rent support 25 clients @ \$700 with a goal of being able to assist more customers.

Section J - N/A

Section K - Other

Insurance \$1700.00

8.I.a

Section L – Indirect Costs

Indirect Cost Rate -18.87%

November 4, 2020

THE ROANOKE BEACON

CHOWAN HERALD

CHOWAN HERALD, THURSDAY, NOVEMBER 5, 2020

EIC Holds Public Hearings

The Economic Improvement Council, Inc. will hold a Public Hearing in each of the ten counties on the continuation of funds from the NC Department of Health and Human Services, Raleigh, NC.

Funds will be used to alleviate the barriers of poverty for low-income families.

The Hearings will be held the Week of November 17-19, 2020, 2:00 PM – 4:00 PM via Zoom.

Please visit our website at www.eicca.org for login information.

The 2021 Anti-Poverty Plan and supportive documents may be reviewed by the public at the EIC Resource Centers and the Edenton Administrative Office between 8:30 AM – 5:00 PM daily. FMI (252) 482-4458 x142.

EIC Holds Public Hearings

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The Daily Advance**EIC Holds Public Hearings**

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Wednesday, November 4, 2020

WEDNESDAY, NOVEMBER 4, 2020

THE COASTLAND TIMES

Public Notices

THURSDAY, NOVEMBER 5, 2020 + 3A

GATES COUNTY INDEX



**ECONOMIC
IMPROVEMENT
COUNCIL**

**PUBLIC SERVICE ANNOUNCEMENT
FOR IMMEDIATE RELEASE**

**EIC HOLDS PUBLIC
HEARINGS**

The Economic Improvement Council, Inc. will hold a Public Hearing in each of the ten counties on the continuation of funds from the NC Department of Health and Human Services, Raleigh, NC. Funds will be used to alleviate the barriers of poverty for low-income families. The Hearings will be held the Week of November 17-19, 2020, 2:00 PM – 4:00 PM via Zoom.

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**PUBLIC SERVICE
ANNOUNCEMENT FOR
IMMEDIATE RELEASE EIC**

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**8:30 AM – 5:00 PM daily.
FMI (252) 482-4458 x142**

Attachment: CSBG FY2021-22 Application for Funding (2861 : Community Services Block Grant)

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EIC Holds Public Hearings

The Economic Improvement Council, Inc. will hold a Public Hearing in each of the ten counties on the continuation of funds from the NC Department of Health and Human Services, Raleigh, NC. Funds will be used to alleviate the barriers of poverty for low-income families. The Hearings will be held the Week of November 17-19, 2020, 2:00 PM – 4:00 PM via Zoom. Please visit our website at www.eicca.org for login information. The 2021 Anti-Poverty Plan and supportive documents may be reviewed by the public at the EIC Resource Centers and the Edenton Administrative Office between 8:30 AM – 5:00 PM daily. FMI (252) 482-4458 x142.

ECONOMIC IMPROVEMENT COUNCIL, INC.
Community Service Block Grant Family Self-Sufficiency Program
Camden County Public Hearing
Tuesday November 17, 2020
2:00 PM

AGENDA

- CALL TO ORDER**.....Reta Blair, CSBG Director
- WELCOME**.....Reta Blair, CSBG Director
- INTRODUCTION OF STAFF**..... Reta Blair, CSBG Director
- ATTENDANCE**.....Reta Blair, CSBG Director
- PURPOSE OF MEETING**.....Shaquera Jordan, CSBG Case Manager
- QUESTIONS**.....Shaquera Jordan, CSBG Case Manager
- ADJOURNMENT**..... Reta Blair, CSBG Director

Attachment: CSBG FY2021-22 Application for Funding (2861 : Community Services Block Grant)

ECONOMIC IMPROVEMENT COUNCIL, INC.
Community Service Block Grant Family Self-Sufficiency Program
Camden County Public Hearing
Tuesday November 17, 2020
2:00 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Jennifer Russell
6. Jonathan Watson
7. Connie Sanchez

Attendance recorded by:


Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Camden County Public Hearing

Tuesday November 17, 2020

2:00 PM

The Economic Improvement Council, Inc.'s (EIC) Community Service Block Grant (CSBG) Program held a Public Hearing on Tuesday, November 17, 2020 via Zoom and FreeConferenceCall.com. Mrs. Reta Blair, CSBG Director extended a warm welcome to the public. The hearing began at 2:00 PM.

PARTICIPANTS PRESENT

CSBG Program Director, Mrs. Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, Jennifer Russell, Jonathan Watson, and Connie Sanchez.

OPENING AND WELCOME

Mrs. Blair provided the participants with an opening and welcome, followed by the introduction of the Case Manager representing their County. The Case Manager then provided the public with the purpose of the hearing and some history to inform the public of CSBG's purpose.

Mrs. Blair continued, the Economic Improvement Council, Inc.'s Public Hearing for Camden County. In accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings on the Community Service Block Grant aka CSBG. This year our hearings will be held November 17-19, 2020 via Zoom and FreeConferenceCall.com to adhere to the CDC COVID-19 Pandemic Guidelines. She stated she serves as the CSBG Director and on staff we have three Case Managers: Mrs. Lillian Dance, Mrs. Wendy Hedgebeth, and Ms. Shaquera Jordan. Mrs. Blair gave the floor to Shaquera Jordan who serves as the Case Manager for Camden County and she will provide you with the purpose of today's Public Hearing and a little history.

PURPOSE

The purpose of the Public Hearing was provided by Shaquera Jordan. Followed by greetings to those in attendance she provided the purpose of today's Public Hearing which is to inform the public that EIC intends to re-apply for the funding of the Community Services Block Grant Program for FY 2020-2021. EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Ms. Jordan stated that the CSBG Project traces its roots to President Lyndon B. Johnson's War on Poverty, launched more than 50 years ago in 1964. President Johnson's vision for community action was to improve the lives of all Americans, regardless of their circumstances.

Page Two
CSBG Public Hearing Minutes
November 17, 2020

The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to *empower* people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

FUNDING

EIC will be applying for funding in the amount of \$334,188. We will utilize that funding to enroll fifty-five (55) individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing, Ms. Jordan extended greetings on behalf of our Executive Director, Dr. Landon B. Mason, Sr. and the CSBG Staff and thanked the public for attending today's hearing. The floor was opened for questions.

With no further business or questions, the Camden County Public Hearing was adjourned by Mrs. Reta Blair at 2:15 PM.

Meeting minutes recorded and prepared by:


Shaquera Jordan, CSBG Case Manager

ECONOMIC IMPROVEMENT COUNCIL, INC.
Community Service Block Grant Family Self-Sufficiency Program
Chowan County Public Hearing
Wednesday November 18, 2020
3:15 PM

AGENDA

- CALL TO ORDER**.....Reta Blair, CSBG Director
- WELCOME**.....Reta Blair, CSBG Director
- INTRODUCTION OF STAFF**..... Reta Blair, CSBG Director
- ATTENDANCE**.....Reta Blair, CSBG Director
- PURPOSE OF MEETING**.....Lillian Dance, CSBG Case Manager
- QUESTIONS**.....Lillian Dance, CSBG Case Manager
- ADJOURNMENT**..... Reta Blair, CSBG Director

Attachment: CSBG FY2021-22 Application for Funding (2861 : Community Services Block Grant)

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Chowan County Public Hearing

Wednesday November 18, 2020

3:15 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Jennifer Russell
6. Dorothy Sanford
7. Brenda Leigh
8. Joanne Cowell
9. Evonni White
10. William Blair
11. Mr./Mrs. Beasley
12. Doris Gramby

Attendance recorded by:


Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Chowan County Public Hearing

Wednesday November 18, 2020

3:15 PM

The Economic Improvement Council, Inc.'s (EIC) Community Service Block Grant (CSBG) Program held a Public Hearing on Wednesday, November 18, 2020 via Zoom and FreeConferenceCall.com. Mrs. Reta Blair, CSBG Director extended a warm welcome to the public. The hearing began at 3:15 PM.

PARTICIPANTS PRESENT

CSBG Program Director, Mrs. Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, Jennifer Russell, Dorothy Sanford, Brenda Leigh, Joanne Cowell, Evonni White, William Blair, Mr./Mrs. Beasley, and Doris Gramby.

OPENING AND WELCOME

Mrs. Blair provided the participants with an opening and welcome, followed by the introduction of the Case Manager representing their County. The Case Manager then provided the public with the purpose of the hearing and some history to inform the public of CSBG's purpose.

Mrs. Blair continued, the Economic Improvement Council, Inc.'s Public Hearing for Chowan County. In accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings on the Community Service Block Grant aka CSBG. This year our hearings will be held November 17-19, 2020 via Zoom and FreeConferenceCall.com to adhere to the CDC COVID-19 Pandemic Guidelines. She stated she serves as the CSBG Director and on staff we have three Case Managers: Mrs. Lillian Dance, Mrs. Wendy Hedgebeth, and Ms. Shaquera Jordan. Mrs. Blair gave the floor to Lillian Dance who serves as the Case Manager for Chowan County and she will provide you with the purpose of today's Public Hearing and a little history.

PURPOSE

The purpose of the Public Hearing was provided by Lillian Dance. Followed by greetings to those in attendance she provided the purpose of today's Public Hearing which is to inform the public that EIC intends to re-apply for the funding of the Community Services Block Grant Program for FY 2020-2021. EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Mrs. Dance stated that the CSBG Project traces its roots to President Lyndon B. Johnson's War on Poverty, launched more than 50 years ago in 1964. President Johnson's vision for community

Page Two
CSBG Public Hearing Minutes
November 18, 2020

action was to improve the lives of all Americans, regardless of their circumstances.

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The CSBG Self-Sufficiency Program is designed to *empower* people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

FUNDING

EIC will be applying for funding in the amount of \$334,188. We will utilize that funding to enroll fifty-five (55) individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing, Mrs. Dance extended greetings on behalf of our Executive Director, Dr. Landon B. Mason, Sr. and the CSBG Staff and thanked the public for attending today's hearing. The floor was opened for questions.

With no further business or questions, the Chowan County Public Hearing was adjourned by Mrs. Reta Blair at 3:30 PM.

Meeting minutes recorded and prepared by:

Shaquera Jordan, CSBG Case Manager

ECONOMIC IMPROVEMENT COUNCIL, INC.
Community Service Block Grant Family Self-Sufficiency Program
Currituck County Public Hearing
Tuesday November 17, 2020
2:45 PM

AGENDA

- CALL TO ORDER.....**Reta Blair, CSBG Director
- WELCOME.....**Reta Blair, CSBG Director
- INTRODUCTION OF STAFF.....** Reta Blair, CSBG Director
- ATTENDANCE.....**Reta Blair, CSBG Director
- PURPOSE OF MEETING.....**Shaquera Jordan, CSBG Case Manager
- QUESTIONS.....**Shaquera Jordan, CSBG Case Manager
- ADJOURNMENT.....** Reta Blair, CSBG Director

Attachment: CSBG FY2021-22 Application for Funding (2861 : Community Services Block Grant)

ECONOMIC IMPROVEMENT COUNCIL, INC.
Community Service Block Grant Family Self-Sufficiency Program
Currituck County Public Hearing
Tuesday November 17, 2020
2:45 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Jennifer Russell
6. Johnathan Watson

Attendance recorded by:


Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Currituck County Public Hearing

Tuesday November 17, 2020

2:45 PM

The Economic Improvement Council, Inc.'s (EIC) Community Service Block Grant (CSBG) Program held a Public Hearing on Tuesday, November 17, 2020 via Zoom and FreeConferenceCall.com. Mrs. Reta Blair, CSBG Director extended a warm welcome to the public. The hearing began at 2:45 PM.

PARTICIPANTS PRESENT

CSBG Program Director, Mrs. Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, Jennifer Russell, and Johnathan Watson.

OPENING AND WELCOME

Mrs. Blair provided the participants with an opening and welcome, followed by the introduction of the Case Manager representing their County. The Case Manager then provided the public with the purpose of the hearing and some history to inform the public of CSBG's purpose.

Mrs. Blair continued, the Economic Improvement Council, Inc.'s Public Hearing for Currituck County. In accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings on the Community Service Block Grant aka CSBG. This year our hearings will be held November 17-19, 2020 via Zoom and FreeConferenceCall.com to adhere to the CDC COVID-19 Pandemic Guidelines. She stated she serves as the CSBG Director and on staff we have three Case Managers: Mrs. Lillian Dance, Mrs. Wendy Hedgebeth, and Ms. Shaquera Jordan. Mrs. Blair gave the floor to Shaquera Jordan who serves as the Case Manager for Currituck County and she will provide you with the purpose of today's Public Hearing and a little history.

PURPOSE

The purpose of the Public Hearing was provided by Shaquera Jordan. Followed by greetings to those in attendance she provided the purpose of today's Public Hearing which is to inform the public that EIC intends to re-apply for the funding of the Community Services Block Grant Program for FY 2020-2021. EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Ms. Jordan stated that the CSBG Project traces its roots to President Lyndon B. Johnson's War on Poverty, launched more than 50 years ago in 1964. President Johnson's vision for community action was to improve the lives of all Americans, regardless of their circumstances.

Page Two
CSBG Public Hearing Minutes
November 17, 2020

The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to *empower* people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

FUNDING

EIC will be applying for funding in the amount of \$334,188. We will utilize that funding to enroll fifty-five (55) individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing, Ms. Jordan extended greetings on behalf of our Executive Director, Dr. Landon B. Mason, Sr. and the CSBG Staff and thanked the public for attending today's hearing. The floor was opened for questions.

With no further business or questions, the Currituck County Public Hearing was adjourned by Mrs. Reta Blair at 3:00 PM.

Meeting minutes recorded and prepared by:



Shaquera Jordan, CSBG Case Manager

ECONOMIC IMPROVEMENT COUNCIL, INC.
Community Service Block Grant Family Self-Sufficiency Program
Dare County Public Hearing
Tuesday November 17, 2020
3:15 PM

AGENDA

- CALL TO ORDER**.....Reta Blair, CSBG Director
- WELCOME**.....Reta Blair, CSBG Director
- INTRODUCTION OF STAFF**..... Reta Blair, CSBG Director
- ATTENDANCE**.....Reta Blair, CSBG Director
- PURPOSE OF MEETING**.....Wendy Hedgebeth, CSBG Case Manager
- QUESTIONS**.....Wendy Hedgebeth, CSBG Case Manager
- ADJOURNMENT**..... Reta Blair, CSBG Director

Attachment: CSBG FY2021-22 Application for Funding (2861 : Community Services Block Grant)

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Dare County Public Hearing

Tuesday November 17, 2020

3:15 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Jennifer Russell
6. Patricia Armstrong
7. Melvin Norman
8. Nellie Armstrong
9. Lillie Young

Attendance recorded by:



Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Dare County Public Hearing

Tuesday November 17, 2020

3:15 PM

The Economic Improvement Council, Inc.'s (EIC) Community Service Block Grant (CSBG) Program held a Public Hearing on Tuesday, November 17, 2020 via Zoom and FreeConferenceCall.com. Mrs. Reta Blair, CSBG Director extended a warm welcome to the public. The hearing began at 3:15 PM.

PARTICIPANTS PRESENT

CSBG Program Director, Mrs. Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, Jennifer Russell, Patricia Armstrong, Melvin Norman, Nellie Armstrong, and Lillie Young.

OPENING AND WELCOME

Mrs. Blair provided the participants with an opening and welcome, followed by the introduction of the Case Manager representing their County. The Case Manager then provided the public with the purpose of the hearing and some history to inform the public of CSBG's purpose.

Mrs. Blair continued, the Economic Improvement Council, Inc.'s Public Hearing for Dare County. In accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings on the Community Service Block Grant aka CSBG. This year our hearings will be held November 17-19, 2020 via Zoom and FreeConferenceCall.com to adhere to the CDC COVID-19 Pandemic Guidelines. She stated she serves as the CSBG Director and on staff we have three Case Managers: Mrs. Lillian Dance, Mrs. Wendy Hedgebeth, and Ms. Shaquera Jordan. Mrs. Blair gave the floor to Wendy Hedgebeth who serves as the Case Manager for Dare County and she will provide you with the purpose of today's Public Hearing and a little history.

PURPOSE

The purpose of the Public Hearing was provided by Wendy Hedgebeth. Followed by greetings to those in attendance she provided the purpose of today's Public Hearing which is to inform the public that EIC intends to re-apply for the funding of the Community Services Block Grant Program for FY 2020-2021. EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Mrs. Hedgebeth stated that the CSBG Project traces its roots to President Lyndon B. Johnson's War on Poverty, launched more than 50 years ago in 1964. President Johnson's vision for community action was to improve the lives of all Americans, regardless of their circumstances.

Page Two
CSBG Public Hearing Minutes
November 17, 2020

The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to *empower* people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

FUNDING

EIC will be applying for funding in the amount of \$334,188. We will utilize that funding to enroll fifty-five (55) individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing, Mrs. Hedgebeth extended greetings on behalf of our Executive Director, Dr. Landon B. Mason, Sr. and the CSBG Staff and thanked the public for attending today's hearing. The floor was opened for questions.

With no further business or questions, the Dare County Public Hearing was adjourned by Mrs. Reta Blair at 3:30 PM.

Meeting minutes recorded and prepared by: 
Wendy Hedgebeth, CSBG Case Manager

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Gates County Public Hearing

Wednesday November 18, 2020

3:45 PM

AGENDA

- CALL TO ORDER**.....Reta Blair, CSBG Director
- WELCOME**.....Reta Blair, CSBG Director
- INTRODUCTION OF STAFF**..... Reta Blair, CSBG Director
- ATTENDANCE**.....Reta Blair, CSBG Director
- PURPOSE OF MEETING**.....Shaquera Jordan, CSBG Case Manager
- QUESTIONS**.....Shaquera Jordan, CSBG Case Manager
- ADJOURNMENT**..... Reta Blair, CSBG Director

Attachment: CSBG FY2021-22 Application for Funding (2861 : Community Services Block Grant)

ECONOMIC IMPROVEMENT COUNCIL, INC.
Community Service Block Grant Family Self-Sufficiency Program
Gates County Public Hearing
Wednesday November 18, 2020
3:45 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Jennifer Russell
6. Jesse Webb
7. Clytia Johnson

Attendance recorded by:


Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Gates County Public Hearing

Wednesday November 18, 2020

3:45 PM

The Economic Improvement Council, Inc.'s (EIC) Community Service Block Grant (CSBG) Program held a Public Hearing on Wednesday, November 18, 2020 via Zoom and FreeConferenceCall.com. Mrs. Reta Blair, CSBG Director extended a warm welcome to the public. The hearing began at 3:45 PM.

PARTICIPANTS PRESENT

CSBG Program Director, Mrs. Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, Jennifer Russell, Jesse Webb, and Clytia Johnson.

OPENING AND WELCOME

Mrs. Blair provided the participants with an opening and welcome, followed by the introduction of the Case Manager representing their County. The Case Manager then provided the public with the purpose of the hearing and some history to inform the public of CSBG's purpose.

Mrs. Blair continued, the Economic Improvement Council, Inc.'s Public Hearing for Gates County. In accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings on the Community Service Block Grant aka CSBG. This year our hearings will be held November 17-19, 2020 via Zoom and FreeConferenceCall.com to adhere to the CDC COVID-19 Pandemic Guidelines. She stated she serves as the CSBG Director and on staff we have three Case Managers: Mrs. Lillian Dance, Mrs. Wendy Hedgebeth, and Ms. Shaquera Jordan. Mrs. Blair gave the floor to Shaquera Jordan who serves as the Case Manager for Gates County and she will provide you with the purpose of today's Public Hearing and a little history.

PURPOSE

The purpose of the Public Hearing was provided by Shaquera Jordan. Followed by greetings to those in attendance she provided the purpose of today's Public Hearing which is to inform the public that EIC intends to re-apply for the funding of the Community Services Block Grant Program for FY 2020-2021. EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Ms. Jordan stated that the CSBG Project traces its roots to President Lyndon B. Johnson's War on Poverty, launched more than 50 years ago in 1964. President Johnson's vision for community action was to improve the lives of all Americans, regardless of their circumstances.

Page Two
CSBG Public Hearing Minutes
November 18, 2020

The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to *empower* people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

FUNDING

EIC will be applying for funding in the amount of \$334,188. We will utilize that funding to enroll fifty-five (55) individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing, Ms. Jordan extended greetings on behalf of our Executive Director, Dr. Landon B. Mason, Sr. and the CSBG Staff and thanked the public for attending today's hearing. The floor was opened for questions.

With no further business or questions, the Gates County Public Hearing was adjourned by Mrs. Reta Blair at 4:00 PM.

Meeting minutes recorded and prepared by:


Shaquera Jordan, CSBG Case Manager

ECONOMIC IMPROVEMENT COUNCIL, INC.
Community Service Block Grant Family Self-Sufficiency Program
Hyde County Public Hearing
Thursday November 19, 2020
3:15 PM

AGENDA

- CALL TO ORDER**.....Reta Blair, CSBG Director
- WELCOME**.....Reta Blair, CSBG Director
- INTRODUCTION OF STAFF**..... Reta Blair, CSBG Director
- ATTENDANCE**.....Reta Blair, CSBG Director
- PURPOSE OF MEETING**.....Wendy Hedgebeth, CSBG Case Manager
- QUESTIONS**.....Wendy Hedgebeth, CSBG Case Manager
- ADJOURNMENT**..... Reta Blair, CSBG Director

Attachment: CSBG FY2021-22 Application for Funding (2861 : Community Services Block Grant)

ECONOMIC IMPROVEMENT COUNCIL, INC.
Community Service Block Grant Family Self-Sufficiency Program
Hyde County Public Hearing
Thursday November 19, 2020
3:15 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Jennifer Russell
6. Wanda Cunningham
7. Millie Basnight
8. Bertha Spencer
9. Nicole Davis
10. Gloria Chesson

Attendance recorded by:


Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Hyde County Public Hearing

Thursday, November 19, 2020

3:15 PM

The Economic Improvement Council, Inc.'s (EIC) Community Service Block Grant (CSBG) Program held a Public Hearing on Thursday, November 19, 2020 via Zoom and FreeConferenceCall.com. Mrs. Reta Blair, CSBG Director extended a warm welcome to the public. The hearing began at 3:15 PM.

PARTICIPANTS PRESENT

CSBG Program Director, Mrs. Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, Jennifer Russell, Wanda Cunningham, Millie Basnight, Bertha Spencer, Nicole Davis, and Gloria Chesson.

OPENING AND WELCOME

Mrs. Blair provided the participants with an opening and welcome, followed by the introduction of the Case Manager representing their County. The Case Manager then provided the public with the purpose of the hearing and some history to inform the public of CSBG's purpose.

Mrs. Blair continued, the Economic Improvement Council, Inc.'s Public Hearing for Hyde County. In accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings on the Community Service Block Grant aka CSBG. This year our hearings will be held November 17-19, 2020 via Zoom and FreeConferenceCall.com to adhere to the CDC COVID-19 Pandemic Guidelines. She stated she serves as the CSBG Director and on staff we have three Case Managers: Mrs. Lillian Dance, Mrs. Wendy Hedgebeth, and Ms. Shaquera Jordan. Mrs. Blair gave the floor to Wendy Hedgebeth who serves as the Case Manager for Hyde County and she will provide you with the purpose of today's Public Hearing and a little history.

PURPOSE

The purpose of the Public Hearing was provided by Wendy Hedgebeth. Followed by greetings to those in attendance she provided the purpose of today's Public Hearing which is to inform the public that EIC intends to re-apply for the funding of the Community Services Block Grant Program for FY 2020-2021. EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Mrs. Hedgebeth stated that the CSBG Project traces its roots to President Lyndon B. Johnson's War on Poverty, launched more than 50 years ago in 1964. President Johnson's vision for community action was to improve the lives of all Americans, regardless of their circumstances.

Page Two
 CSBG Public Hearing Minutes
 November 19, 2020

The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to *empower* people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

FUNDING

EIC will be applying for funding in the amount of \$334,188. We will utilize that funding to enroll fifty-five (55) individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing, Mrs. Hedgebeth extended greetings on behalf of our Executive Director, Dr. Landon B. Mason, Sr. and the CSBG Staff and thanked the public for attending today's hearing. The floor was opened for questions.

With no further business or questions, the Hyde County Public Hearing was adjourned by Mrs. Reta Blair at 3:30 PM.

Meeting minutes recorded and prepared by: 
 Wendy Hedgebeth, CSBG Case Manager

ECONOMIC IMPROVEMENT COUNCIL, INC.
Community Service Block Grant Family Self-Sufficiency Program
Pasquotank County Public Hearing
Wednesday November 18, 2020
2:00 PM

AGENDA

- CALL TO ORDER**.....Reta Blair, CSBG Director
- WELCOME**.....Reta Blair, CSBG Director
- INTRODUCTION OF STAFF**..... Reta Blair, CSBG Director
- ATTENDANCE**.....Reta Blair, CSBG Director
- PURPOSE OF MEETING**.....Lillian Dance, CSBG Case Manager
- QUESTIONS**.....Lillian Dance, CSBG Case Manager
- ADJOURNMENT**..... Reta Blair, CSBG Director

Attachment: CSBG FY2021-22 Application for Funding (2861 : Community Services Block Grant)

ECONOMIC IMPROVEMENT COUNCIL, INC.
Community Service Block Grant Family Self-Sufficiency Program
Pasquotank County Public Hearing
Wednesday November 18, 2020
2:00 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Jennifer Russell
6. Margie Minor
7. Oliver Jones
8. Collen Boom
9. Lucy Beaman
10. Monique Cowell
11. Brenda Rosa
12. Myra Sawyer

Attendance recorded by:


Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Pasquotank County Public Hearing

Wednesday November 18, 2020

2:00 PM

The Economic Improvement Council, Inc.'s (EIC) Community Service Block Grant (CSBG) Program held a Public Hearing on Wednesday, November 18, 2020 via Zoom and FreeConferenceCall.com. Mrs. Reta Blair, CSBG Director extended a warm welcome to the public. The hearing began at 2:00 PM.

PARTICIPANTS PRESENT

CSBG Program Director, Mrs. Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, Jennifer Russell, Margie Minor, Oliver Jones, Collen Boom, Lucy Beaman. Monique Cowell, Brenda Rosa, and Myra Sawyer.

OPENING AND WELCOME

Mrs. Blair provided the participants with an opening and welcome, followed by the introduction of the Case Manager representing their County. The Case Manager then provided the public with the purpose of the hearing and some history to inform the public of CSBG's purpose.

Mrs. Blair continued, the Economic Improvement Council, Inc.'s Public Hearing for Chowan County. In accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings on the Community Service Block Grant aka CSBG. This year our hearings will be held November 17-19, 2020 via Zoom and FreeConferenceCall.com to adhere to the CDC COVID-19 Pandemic Guidelines. She stated she serves as the CSBG Director and on staff we have three Case Managers: Mrs. Lillian Dance, Mrs. Wendy Hedgebeth, and Ms. Shaquera Jordan. Mrs. Blair gave the floor to Lillian Dance who serves as the Case Manager for Pasquotank County and she will provide you with the purpose of today's Public Hearing and a little history.

PURPOSE

The purpose of the Public Hearing was provided by Lillian Dance. Followed by greetings to those in attendance she provided the purpose of today's Public Hearing which is to inform the public that EIC intends to re-apply for the funding of the Community Services Block Grant Program for FY 2020-2021. EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Mrs. Dance stated that the CSBG Project traces its roots to President Lyndon B. Johnson's War on Poverty, launched more than 50 years ago in 1964. President Johnson's vision for community action was to improve the lives of all Americans, regardless of their circumstances.

Page Two
 CSBG Public Hearing Minutes
 November 18, 2020

The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to *empower* people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

FUNDING

EIC will be applying for funding in the amount of \$334,188. We will utilize that funding to enroll fifty-five (55) individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing, Mrs. Dance extended greetings on behalf of our Executive Director, Dr. Landon B. Mason, Sr. and the CSBG Staff and thanked the public for attending today's hearing. The floor was opened for questions.

With no further business or questions, the Pasquotank County Public Hearing was adjourned by Mrs. Reta Blair at 2:15 PM.

Meeting minutes recorded and prepared by:


 Shaquera Jordan, CSBG Case Manager

ECONOMIC IMPROVEMENT COUNCIL, INC.
Community Service Block Grant Family Self-Sufficiency Program
Perquimans County Public Hearing
Wednesday November 18, 2020
2:45 PM

AGENDA

- CALL TO ORDER.....**Reta Blair, CSBG Director
- WELCOME.....**Reta Blair, CSBG Director
- INTRODUCTION OF STAFF.....** Reta Blair, CSBG Director
- ATTENDANCE.....**Reta Blair, CSBG Director
- PURPOSE OF MEETING.....**Shaquera Jordan, CSBG Case Manager
- QUESTIONS.....**Shaquera Jordan, CSBG Case Manager
- ADJOURNMENT.....** Reta Blair, CSBG Director

Attachment: CSBG FY2021-22 Application for Funding (2861 : Community Services Block Grant)

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Perquimans County Public Hearing

Wednesday November 18, 2020

2:45 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Jennifer Russell
6. Bersada Matthews
7. Cheryl Morgan
8. Barbara Walton
9. Misty Hernandez
10. Tavonda Fields

Attendance recorded by:


Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Perquimans County Public Hearing

Wednesday November 18, 2020

2: 45 PM

The Economic Improvement Council, Inc.'s (EIC) Community Service Block Grant (CSBG) Program held a Public Hearing on Wednesday, November 18, 2020 via Zoom and FreeConferenceCall.com. Mrs. Reta Blair, CSBG Director extended a warm welcome to the public. The hearing began at 2:45 PM.

PARTICIPANTS PRESENT

CSBG Program Director, Mrs. Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, Jennifer Russell, Bersada Matthews, Cheryl Morgan, Barbara Walton, Misty Hernandez, and Tavonda Fields.

OPENING AND WELCOME

Mrs. Blair provided the participants with an opening and welcome, followed by the introduction of the Case Manager representing their County. The Case Manager then provided the public with the purpose of the hearing and some history to inform the public of CSBG's purpose.

Mrs. Blair continued, the Economic Improvement Council, Inc.'s Public Hearing for Perquimans County. In accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings on the Community Service Block Grant aka CSBG. This year our hearings will be held November 17-19, 2020 via Zoom and FreeConferenceCall.com to adhere to the CDC COVID-19 Pandemic Guidelines. She stated she serves as the CSBG Director and on staff we have three Case Managers: Mrs. Lillian Dance, Mrs. Wendy Hedgebeth, and Ms. Shaquera Jordan. Mrs. Blair gave the floor to Shaquera Jordan who serves as the Case Manager for Perquimans County and she will provide you with the purpose of today's Public Hearing and a little history.

PURPOSE

The purpose of the Public Hearing was provided by Shaquera Jordan. Followed by greetings to those in attendance she provided the purpose of today's Public Hearing which is to inform the public that EIC intends to re-apply for the funding of the Community Services Block Grant Program for FY 2020-2021. EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Ms. Jordan stated that the CSBG Project traces its roots to President Lyndon B. Johnson's War on Poverty, launched more than 50 years ago in 1964. President Johnson's vision for community action was to improve the lives of all Americans, regardless of their circumstances.

Page Two
 CSBG Public Hearing Minutes
 November 18, 2020

The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to *empower* people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

FUNDING

EIC will be applying for funding in the amount of \$334,188. We will utilize that funding to enroll fifty-five (55) individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing, Ms. Jordan extended greetings on behalf of our Executive Director, Dr. Landon B. Mason, Sr. and the CSBG Staff and thanked the public for attending today's hearing. The floor was opened for questions.

With no further business or questions, the Perquimans County Public Hearing was adjourned by Mrs. Reta Blair at 3:00 PM.

Meeting minutes recorded and prepared by:


 Shaquera Jordan, CSBG Case Manager

ECONOMIC IMPROVEMENT COUNCIL, INC.
Community Service Block Grant Family Self-Sufficiency Program
Tyrell County Public Hearing
Thursday November 19, 2020
2:45 PM

AGENDA

- CALL TO ORDER**.....Reta Blair, CSBG Director
- WELCOME**.....Reta Blair, CSBG Director
- INTRODUCTION OF STAFF**..... Reta Blair, CSBG Director
- ATTENDANCE**.....Reta Blair, CSBG Director
- PURPOSE OF MEETING**.....Wendy Hedgebeth, CSBG Case Manager
- QUESTIONS**.....Wendy Hedgebeth, CSBG Case Manager
- ADJOURNMENT**..... Reta Blair, CSBG Director

Attachment: CSBG FY2021-22 Application for Funding (2861 : Community Services Block Grant)

ECONOMIC IMPROVEMENT COUNCIL, INC.
Community Service Block Grant Family Self-Sufficiency Program
Tyrell County Public Hearing
Thursday November 19, 2020
2:45 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Jennifer Russell
6. Ja'Maar Watson
7. Pam Hurdle

Attendance recorded by:


Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Tyrrell County Public Hearing

Thursday November 19, 2020

2:45 PM

The Economic Improvement Council, Inc.'s (EIC) Community Service Block Grant (CSBG) Program held a Public Hearing on Thursday, November 19, 2020 via Zoom and FreeConferenceCall.com. Mrs. Reta Blair, CSBG Director extended a warm welcome to the public. The hearing began at 2: 45 PM.

PARTICIPANTS PRESENT

CSBG Program Director, Mrs. Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, Jennifer Russell, Ja'Maar Watson, Pam Hurdle

OPENING AND WELCOME

Mrs. Blair provided the participants with an opening and welcome, followed by the introduction of the Case Manager representing their County. The Case Manager then provided the public with the purpose of the hearing and some history to inform the public of CSBG's purpose.

Mrs. Blair continued, the Economic Improvement Council, Inc.'s Public Hearing for Tyrrell County. In accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings on the Community Service Block Grant aka CSBG. This year our hearings will be held November 17-19, 2020 via Zoom and FreeConferenceCall.com to adhere to the CDC COVID-19 Pandemic Guidelines. She stated she serves as the CSBG Director and on staff we have three Case Managers: Mrs. Lillian Dance, Mrs. Wendy Hedgebeth, and Ms. Shaquera Jordan. Mrs. Blair gave the floor to Wendy Hedgebeth who serves as the Case Manager for Tyrrell County and she will provide you with the purpose of today's Public Hearing and a little history.

PURPOSE

The purpose of the Public Hearing was provided by Wendy Hedgebeth. Followed by greetings to those in attendance she provided the purpose of today's Public Hearing which is to inform the public that EIC intends to re-apply for the funding of the Community Services Block Grant Program for FY 2020-2021. EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Mrs. Hedgebeth stated that the CSBG Project traces its roots to President Lyndon B. Johnson's War on Poverty, launched more than 50 years ago in 1964. President Johnson's vision for community action was to improve the lives of all Americans, regardless of their circumstances.

Page Two
 CSBG Public Hearing Minutes
 November 19, 2020

The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to *empower* people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

FUNDING

EIC will be applying for funding in the amount of \$334,188. We will utilize that funding to enroll fifty-five (55) individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing, Mrs. Hedgebeth extended greetings on behalf of our Executive Director, Dr. Landon B. Mason, Sr. and the CSBG Staff and thanked the public for attending today's hearing. The floor was opened for questions.

With no further business or questions, the Tyrell County Public Hearing was adjourned by Mrs. Reta Blair at 3:00 PM.

Meeting minutes recorded and prepared by: 
 Wendy Hedgebeth, CSBG Case Manager

ECONOMIC IMPROVEMENT COUNCIL, INC.
Community Service Block Grant Family Self-Sufficiency Program
Washington County Public Hearing
Thursday November 19, 2020
2:00 PM

AGENDA

- CALL TO ORDER**.....Reta Blair, CSBG Director
- WELCOME**.....Reta Blair, CSBG Director
- INTRODUCTION OF STAFF**..... Reta Blair, CSBG Director
- ATTENDANCE**.....Reta Blair, CSBG Director
- PURPOSE OF MEETING**.....Wendy Hedgebeth, CSBG Case Manager
- QUESTIONS**.....Wendy Hedgebeth, CSBG Case Manager
- ADJOURNMENT**..... Reta Blair, CSBG Director

Attachment: CSBG FY2021-22 Application for Funding (2861 : Community Services Block Grant)

ECONOMIC IMPROVEMENT COUNCIL, INC.
Community Service Block Grant Family Self-Sufficiency Program
Washington County Public Hearing
Thursday November 19, 2020
2:00 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Jennifer Russell
6. Miranda Harvey
7. Gracie Felton
8. Kelvin Hedgebeth

Attendance recorded by:



Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Washington County Public Hearing

Thursday November 19, 2020

2:00 PM

The Economic Improvement Council, Inc.'s (EIC) Community Service Block Grant (CSBG) Program held a Public Hearing on Thursday, November 19, 2020 via Zoom and FreeConferenceCall.com. Mrs. Reta Blair, CSBG Director extended a warm welcome to the public. The hearing began at 2:00 PM.

PARTICIPANTS PRESENT

CSBG Program Director, Mrs. Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, Jennifer Russell, Miranda Harvey, Gracie Felton, and Kelvin Hedgebeth.

OPENING AND WELCOME

Mrs. Blair provided the participants with an opening and welcome, followed by the introduction of the Case Manager representing their County. The Case Manager then provided the public with the purpose of the hearing and some history to inform the public of CSBG's purpose.

Mrs. Blair continued, the Economic Improvement Council, Inc.'s Public Hearing for Washington County. In accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings on the Community Service Block Grant aka CSBG. This year our hearings will be held November 17-19, 2020 via Zoom and FreeConferenceCall.com to adhere to the CDC COVID-19 Pandemic Guidelines. She stated she serves as the CSBG Director and on staff we have three Case Managers: Mrs. Lillian Dance, Mrs. Wendy Hedgebeth, and Ms. Shaquera Jordan. Mrs. Blair gave the floor to Wendy Hedgebeth who serves as the Case Manager for Washington County and she will provide you with the purpose of today's Public Hearing and a little history.

PURPOSE

The purpose of the Public Hearing was provided by Wendy Hedgebeth. Followed by greetings to those in attendance she provided the purpose of today's Public Hearing which is to inform the public that EIC intends to re-apply for the funding of the Community Services Block Grant Program for FY 2020-2021. EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

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Page Two
 CSBG Public Hearing Minutes
 November 19, 2020

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In closing, Mrs. Hedgebeth extended greetings on behalf of our Executive Director, Dr. Landon B. Mason, Sr. and the CSBG Staff and thanked the public for attending today's hearing. The floor was opened for questions.

With no further business or questions, the Washington County Public Hearing was adjourned by Mrs. Reta Blair at 2:15 PM.

Meeting minutes recorded and prepared by: 
 Wendy Hedgebeth, CSBG Case Manager

Community Services Block Grant [CSBG]
Documentation of Submission to County Commissioners

Background: The North Carolina Administrative Code [10A NCAC 97C.0111 (b)(1)(A)] requires that each CSBG grant recipient submit its Community Anti-Poverty Plan [grant application] to each County Commissioner Board that it serves.

Instructions: This form is to be completed and notarized by the Clerk to the Board.

Agency Name: _____

County: _____

Date of Application Submission: _____

[Note: This application should be submitted to the County Commissioners at least thirty [30] days prior to application submission to the Office of Economic Opportunity [OEO]. The grant application is due to OEO January 15, 2021.

Clerk to the Board should initial all items below.

- _____ The agency submitted a complete grant application for Commissioner review.
_____ The Clerk to the Board will be responsible for assuring that the application is distributed to the Commissioners.
_____ Commissioners' comments provided those to the agency. (If applicable)

Clerk to the Board Date

Notary Date

Attachment: CSBG FY2021-22 Application for Funding (2861 : Community Services Block Grant)



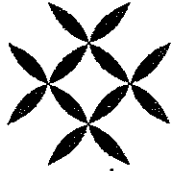
CAMDEN COUNTY
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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Consent Agenda

Item Number: 8J
Meeting Date: January 04, 2021
Submitted By: Donna Stewart, Visitor Center Director
Dismal Swamp Welcome Center
Prepared by: Karen Davis
Item Title **Surplus Property**
Attachments: Surplus Request - DSWC (PDF)



CAMDEN COUNTY

Surplus Property Request

Requested by: Donna Stewart

Sell Dispose

Department: Dismal Swamp Welcome Center

Item: 2 Adult Bikes

Disposal Method: Govt. Surplus Property

Suggested Value: \$20 each

Reason for surplus: Maintenance, storage, lack of usage.

Manager Approval *[Signature]*

Disposal Method: *699 DEALS*

Value: *\$10.*

Comments:

Board Approval

Approved Denied Date:

Comments:

Final Disposition Date:

Method:

Amount:

Purchased by:

Item Description

2 adult bikes, full size, beach style cruiser, approximately 15 years old. Blue in Color
Offered to Parks and Rec and DS State Park - declined

Attachment: Surplus Request - DSWC (2873 : Surplus Property)



CAMDEN COUNTY

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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Information, Reports & Minutes From Other Agencies

Item Number: 11.A
Meeting Date: January 04, 2021
Submitted By: Tammie Krauss, Register of Deeds
Register of Deeds
Prepared by: Karen Davis
Item Title **Register of Deeds Report**
Attachments: Register of Deeds Report (PDF)

Ledger Report Fee Distribution
TAMMIE KRAUSS, REGISTER OF DEEDS
Camden, NC

Date Range From Sunday, November 01, 2020 to Monday, November 30, 2020

Name	Amount
NC Children's Trust Fund	\$15.00
NC Domestic Violence Fund	\$90.00
State Revenue Stamp	\$3,703.42
County Revenue Stamp	\$3,854.58
Land Transfer Fee	\$0.00
Floodplain Map Fund	\$0.00
Supplemental Retirement	\$85.79
ROD Automation Fund	\$517.88
Dept Of Cultural Resources	\$0.00
Vital Records Fund	\$0.00
State General Fund	\$0.00
State Treasurer Amount	\$638.60
ROD General Fund	\$4,370.13
Total Distribution For Period	\$13,275.40
Cash Total	\$556.00
Check Total	\$12,668.40
Pay Account Total	\$51.00
ACH Total	\$0.00
Escrow Account Total	\$0.00
Overpayment Total	\$0.00
Total Deposit For Period	\$13,275.40

Camden County Register of Deeds: Tammie Krauss
November 2020 Daily Deposit

DATE	NC CHILDREN TRUST	NC DOM. VIO. FUND	STATE REV. STAMPS	COUNTY REV. STAMPS	RETIREMENT	AUTO FUND	STATE TREASURY	ROD GENERAL	TOTAL
11/02/20	\$ -	\$ -			\$ 2.46	\$ 15.33	\$ 18.60	\$ 127.61	\$ 164.00
11/03/20	\$ -	\$ -	\$ 345.94	\$ 360.06	\$ 4.52	\$ 27.51	\$ 37.20	\$ 232.17	\$ 1,007.40
11/04/20	\$ 10.00	\$ 60.00	\$ 127.40	\$ 132.60	\$ 6.00	\$ 29.20	\$ 37.20	\$ 257.60	\$ 660.00
11/05/20	\$ -		\$ 287.14	\$ 298.86	\$ 4.58	\$ 27.25	\$ 43.40	\$ 229.77	\$ 891.00
11/06/20			\$ 34.30	\$ 35.70	\$ 1.89	\$ 11.07	\$ 18.60	\$ 94.44	\$ 196.00
11/09/20	\$ -	\$ -			\$ 2.52	\$ 16.36	\$ 12.40	\$ 136.72	\$ 168.00
11/10/20					\$ 2.54	\$ 15.82	\$ 18.60	\$ 132.04	\$ 169.00
11/12/20			\$ 435.12	\$ 452.88	\$ 3.81	\$ 23.47	\$ 31.00	\$ 195.72	\$ 1,142.00
11/13/20			\$ 29.40	\$ 30.60	\$ 3.02	\$ 18.36	\$ 24.80	\$ 154.82	\$ 261.00
11/16/20	\$ -	\$ -	\$ -	\$ -	\$ 5.95	\$ 37.36	\$ 37.20	\$ 315.49	\$ 396.00
11/17/20			\$ 524.30	\$ 545.70	\$ 9.70	\$ 60.41	\$ 74.40	\$ 502.49	\$ 1,717.00
11/18/20					\$ 1.80	\$ 11.11	\$ 12.40	\$ 94.69	\$ 120.00
11/19/20					\$ 1.66	\$ 8.45	\$ 24.80	\$ 76.09	\$ 111.00
11/20/20			\$ 661.50	\$ 688.50	\$ 8.87	\$ 55.42	\$ 49.60	\$ 477.11	\$ 1,941.00
11/23/20					\$ 4.20	\$ 25.41	\$ 37.20	\$ 213.19	\$ 280.00
11/24/20					\$ 3.50	\$ 22.65	\$ 18.60	\$ 188.25	\$ 233.00
11/25/20	\$ 5.00	\$ 30.00	\$ 608.58	\$ 633.42	\$ 9.23	\$ 53.36	\$ 68.20	\$ 449.21	\$ 1,857.00
11/30/20			\$ 649.74	\$ 676.26	\$ 9.54	\$ 59.34	\$ 74.40	\$ 492.72	\$ 1,962.00
									\$ -
									\$ -
									\$ -
									0.00
									0.00
									\$ -
TOTAL	\$ 15.00	\$ 90.00	\$ 3,703.42	\$ 3,854.58	\$ 85.79	\$ 517.88	\$ 638.60	\$ 4,370.13	\$ 13,275.40

Attachment: Register of Deeds Report (2871 : Register of Deeds Report)



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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Information, Reports & Minutes From Other Agencies

Item Number: 11.B
Meeting Date: January 04, 2021
Submitted By: Kim Perry,
Library
Prepared by: Kim Perry
Item Title **Library Report 12/2020**
Attachments: 20-11 (DOCX)

Camden County Public Library

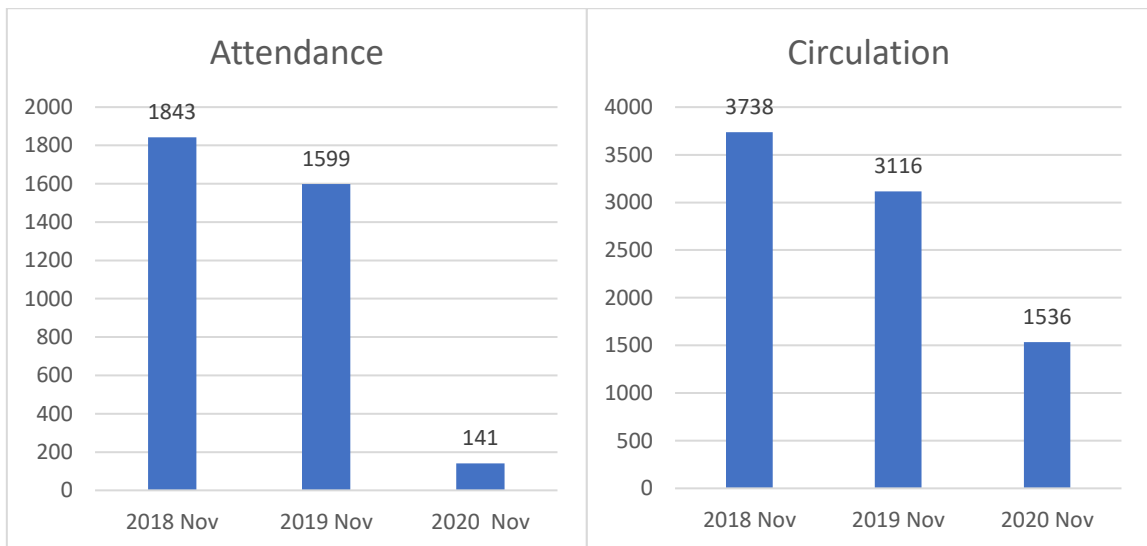
NOVEMBER 2020 Statistics

Library Closed to the Public November 1-17 due to COVID-19, Reopened November 18

Visitor Count	141
Materials Check Outs & Renewals	1,536
Computer/ Wireless Use	6/171
Questions Answered	43
Children’s Programs/Attendance	0/0
Adult Programs/Attendance	0/0
Outreach Programs/Attendance	0/0
Meeting Room Usage/Attendance	4/45
Days/Hours Open	0/0
# Items in Collection	19,667
Library Card Holders	2,716
Curbside Pickups	63

Comparison by Year

2018-2020



Attachment: 20-11 (2883 : Library Report 12/2020)

In attempting to follow the **Phase II** guidelines of Governor Cooper's plan to safely reopen our state during the **COVID-19 crisis**:

- The Library was closed to the public and staffed Monday-Friday 9 am – 5 pm, closed Saturday and Sunday November 1-17, and reopened to the public on November 18.
- Library staff continues to assist patrons remotely, answer phone calls, and complete professional responsibilities.
- The Library continues to offer Curbside Check-out & Print and Copy services for our patrons.

The Library reopened to the public on 11/18/20 with the following guidelines in place:

Patrons:

- We will practice and stress the 3W's - Wear, Wait, Wash.
- Masks required as per Governor's order for entry and we will have disposable masks available for patrons who enter without one.
- Limit visit to 1 hour.
- Limit number of patrons and staff to 20 in the building at once.
- Limit Children's Room to one family group at a time.
- We will continue to offer Curbside Service to all patrons.

Facilities:

- A plexiglass divider has been installed at the Circulation Desk.
- Markers on the floor will visibly display proper 6 ft. social distance.
- One women's restroom and one men's restroom will be open, staff will use restroom in meeting room.
- Water fountains will be closed.
- All public seating will be removed.
- Meeting Room continues to be closed to the public.
- Re-shelving bins will be available in all sections, patrons will be urged to place unwanted materials in the bins.
- Set up station near entry with hand sanitizer, wipes, and masks.
- Cleaning wipes will be available at the computer stations.
- Computer use will be scheduled, 1 hour at a time.
- 6 public use computers will be open (2 may be reserved by appointment), plexiglass dividers installed, and stations are 6 ft. apart. Unmasked patrons may not use the public computers.
- Children's room will be emptied of all manipulatives.

Materials:

- Continue 72-hour quarantine for all returned materials.
- Quarantine materials that have been handled by patrons in the library.

Staff:

- Daily self-temperature check and self-assessment regarding exposure, signs, and symptoms.
- Masked while handling library materials, when in public areas, and near co-workers if social distance cannot be maintained.
- Gloves and sanitizer are available.

Schedule:

- Monday-Friday operation.
 - 9:00 am – 1:00 pm, Open to the public
 - 1:00 – 2:00 pm, Closed for cleaning
 - 2:00 – 5:00 pm, Open to the public
- Closed on the weekends until further notice.

Notes:

- Ashley Stoop and Sherry East of Albemarle Regional Health Service reviewed and approved this plan.
- The Library will reopen on Wednesday, 11/18/20 at 9:00 a.m.
- The Library will be cleaned daily.
- Library staff will greet patrons upon entry. Unmasked patrons will be offered a mask and counseled to follow our expectations. Library staff will offer Curbside Service to patrons who cannot comply with the mask mandate. County Administration and the Sheriff's Department will support the mask mandate.
- We will reevaluate the decision to remain open to the public weekly. Possible conditions to return to Curbside Only Service include but are not limited to:
 - the State moves toward greater COVID restrictions
 - we experience a local increase in cases/infection rates/hospitalizations
 - staff member(s) contract COVID-19