



BOARD OF COMMISSIONERS

**June 05, 2023
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. 311.

Please silence cell phones.

Agenda

**Camden County Board of Commissioners
June 05, 2023; 7:00 PM
Camden Public Library - Boardroom
118 Hwy 343 North**

Call to Order

Closed Session - County Attorney Consultation (Attorney-Client Privilege)

Reconvene Board of Commissioners

Welcome, Invocation & Pledge of Allegiance

ITEM 1. Consideration of Agenda (For discussion and possible action)

ITEM 2. Conflict of Interest Disclosure Statement

ITEM 3. Presentations (For discussion and possible action)

A. Employee Recognition (Service Pins) - Beverly Fonville

B. Trillium Annual Report - Bobbie Lowe

ITEM 4. 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 5. Public Hearings

A. Proposed 2023-2027 Capital Improvement Program - Erin Burke

B. Proposed FY 2023-2024 Budget - Erin Burke

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

A. Tax Report - Lisa Anderson

- B. BusPatrol Automated School Bus Cameras - Britton Overton
- C. Debris Management Contract Extension - Erin Burke
- D. Resolution 2023-06-01: Salaries & Compensation for Various Boards and Commissions - Erin Burke
- E. Proclamation: Coastal NC Local Foods Week 2023 - Erin Burke

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

- A. Tourism Development Authority
- B. South Camden Fire Commission

Recess to South Camden Water & Sewer District Board of Directors

Reconvene Board of Commissioners

ITEM 8. Consent Agenda

- A. BOC Meeting Minutes
- B. Budget Amendments
- C. School Budget Amendments
- D. Pickups, Releases & Refunds
- E. Refunds Over \$100.00
- F. Tax Collection Reports
- G. Vehicle Refunds Over \$100.00
- H. JCPC Certification Standards
- I. JCPC Contractor Agreement

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
- C. Fire Prevention Report

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

ITEM 13. Adjourn

Convene Board of Equalization & Review

Recess Board of Equalization & Review to July 3, 2023



**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Presentations

Item Number: 3.A
Meeting Date: June 05, 2023
Submitted By: Beverly Fonville,
Human Resources
Prepared by: Karen Davis

Item Title **Employee Recognition**

Attachments:

Summary:

Alfreda Gordon, Library Branch Manager, will be recognized for 10 years of service with Camden County.



**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Presentations

Item Number: 3.B
Meeting Date: June 05, 2023

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

Item Title **Trillium Annual Report - Bobbie Lowe**

Attachments: 2022 Annual Report Camden County (PPTM)

Summary:
Trillium Northern Regional Director Bobbie Lowe will present the Trillium Annual Report.

TRILLIUM HEALTH RESOURCES ANNUAL REPORT CAMDEN COUNTY

BOBBIE LOWE, MS, LCMHC

NORTHERN REGIONAL DIRECTOR

Transforming Lives



TRILLIUM UPDATE

Trillium's mission: Transforming lives and building community well-being through partnership and proven solutions.

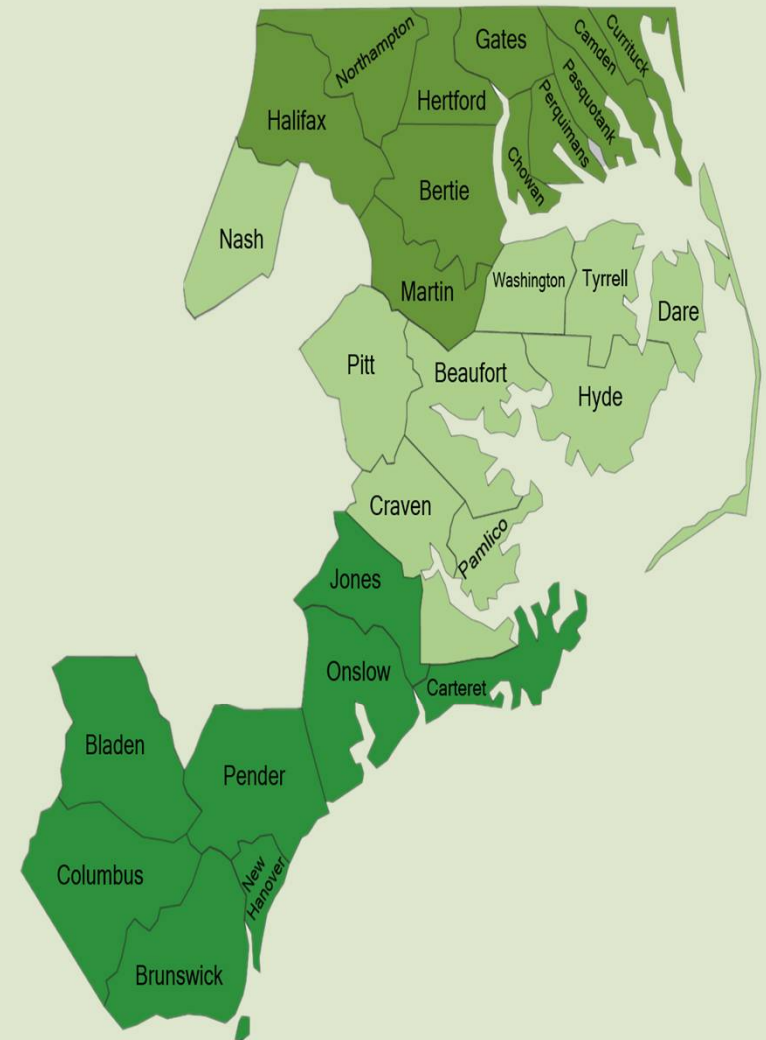
- Who We Are
- Medicaid Transformation Changes
- Organizational changes
- County Data

Who We Are - Numbers

- 28 Counties, adding Halifax and Bladen counties
- Total population is 1,534,885
- Served 45,988 individuals with severe behavioral health needs
 - § 70% with MH needs
 - § 20% with SUD
 - § 10% with IDD
- Approximately 550 Behavioral Health and I/DD Providers
- \$520,839,592 spent on services last year
- Smallest County- Tyrrell 3,254- Largest County -New Hanover 229,018
- Cover over 13,000 square miles

Three Regions

REGION	POPULATION	SQUARE MILES	# OF COUNTIES
Northern	252,211	4,235	11
Central	494,312	4,717	9
Southern	797,086	5,063	8



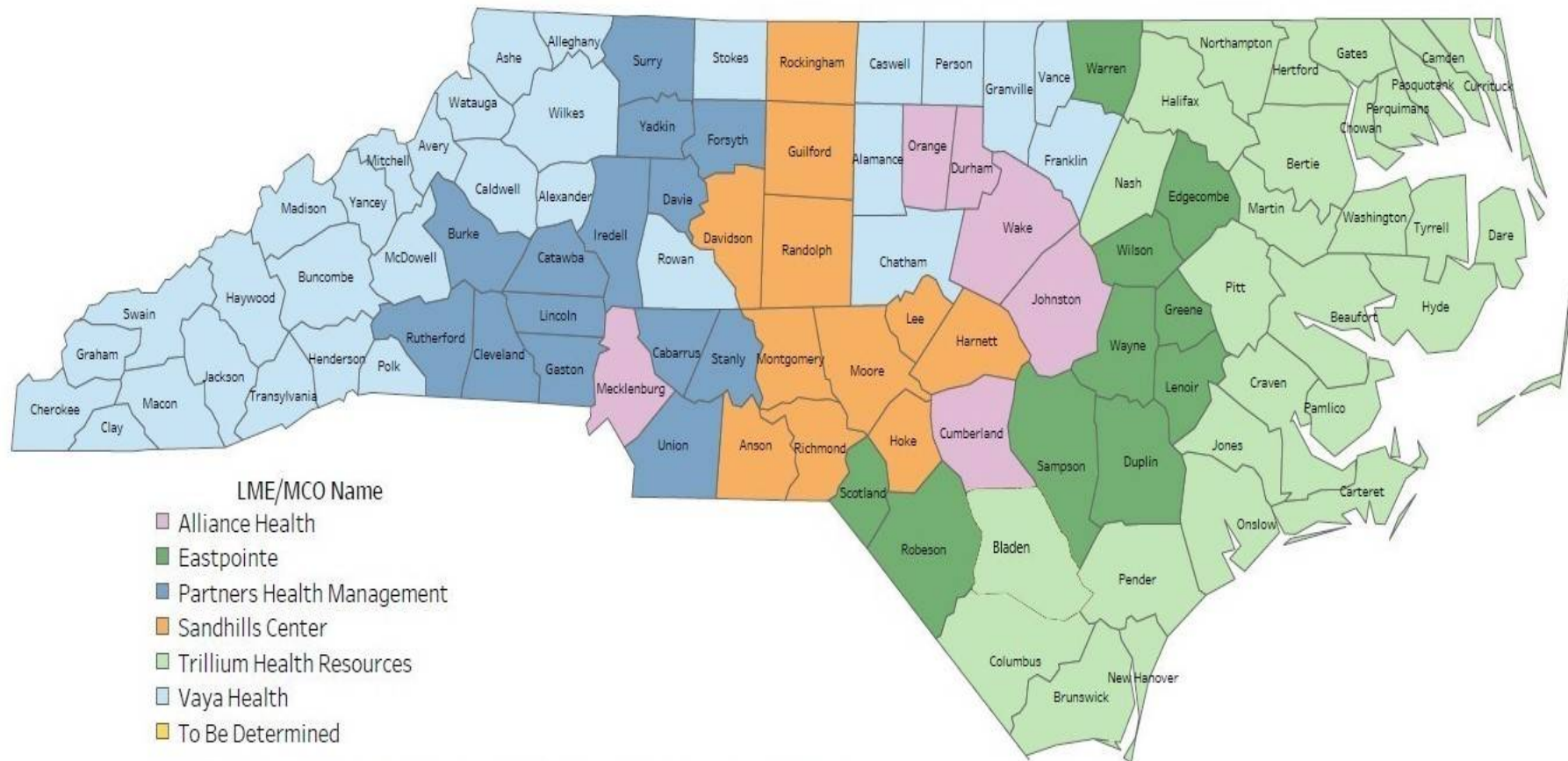
Medicaid Transformation- Standard Plans

- Standard Plan- 5 companies were awarded
 - ⌋ Amerihealth Caritas NC Inc.
 - ⌋ Blue Cross Blue Shield of NC
 - ⌋ UnitedHealthcare of NC Inc.
 - ⌋ WellCare of NC Inc.
 - ⌋ Carolina Complete Health- covers regions 3, 4 and 5
 - ✓ These Plans are managing the mild to moderate Medicaid behavioral health recipients
- They started on July 1st 2021
- ⌋ Trillium has partnered with Carolina complete Health to assist in managing the physical health

Medicaid Transformation Tailored Plan:

- 6 LME/MCO's will be fully operational Tailored Plans serving the Severe Mental Health, Substance Use, and I/DD population
- Original date to go live with the Tailored Plan was moved from July 1st, 2022 to December 1st 2022, then to April 1, 2023.
- The state has now pushed the date back to October 1, 2023
- Soft launch of Care Management began December 1st, 2022

Behavioral Health I/DD Tailored Plan Regions



Note: This map shows projected county assignments based on disengagements requested or approved as of 9/15/21. County realignment and disengagement requests must go through the process identified in law and rule which ultimately require approval by the DHHS Secretary.

Medicaid Transformation Tailored Plan Continued

- Dec. 1st 2022- Began the Care Management Services for individuals with Severe Behavioral Health, Substance Use and I/DD population including their physical health
- We are contracting with a Pharmacy Benefits Manager to oversee contract with approximately 2000 pharmacies
- We are also contracting with all Primary care agencies that serve individuals on Medicaid

Organizational Changes

- System of Care Staff moved over to Care Management
- We hired Community Liaison Coordinators
- Care Management includes Population Health
- Contract with Carolina Complete Health (CCH) to contract with all of our hospitals and physical health agencies including Local Health Departments
- Q&A
<https://www.trilliumhealthresources.org/sites/default/files/docs/Medicaid-Transformation-Provider/CCH-Trillium-QA.pdf>

Organizational changes continued:

Call Centers

- Pharmacy
- Provider
- Nurse
- Member & Recipient Service Line (main call center)
- Behavioral Health Crisis Line

Care Management

- Whole Person Care
- Specialty CM Teams
 - ED Disposition Team
 - DJJ Care Management Team
 - Rapid Access Care Coordination

Project Updates

- Opioid Settlement Projects
 - Naloxone kits
- Mobile Clinics
- Tribal Engagement
- Co-Responder Pilots
- CFAC adding a representative with TBI
- Healing Place in New Hanover

Consumers served in Camden County

Total Consumers served - 178

- Mental Health - 118
- Substance Use - 46
- I/DD - 37

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

QUESTIONS?

Transforming Lives





Board of Commissioners AGENDA ITEM SUMMARY SHEET

Public Hearings

Item Number: 5.A
Meeting Date: June 05, 2023

Submitted By: Erin Burke,
Administration
Prepared by: Karen Davis

Item Title **Proposed 2023-2027 Capital Improvement Program - Erin Burke**

Attachments: 2023-2027 CIP FINAL (PDF)

Summary:

The Board of Commissioners will hold a Public Hearing to receive citizen input in regard to the proposed 2023-2027 Capital Improvement Program.

Recommendation:

- 1) Hold Public Hearing.
- 2) Add the 2023-2027 Capital Improvement Program to the agenda for consideration.



Capital Improvement Program (CIP) 2023-2027

**Public Hearing
Monday June 5, 2023**

Attachment: 2023-2027 CIP FINAL (Proposed 2023-2027 Capital Improvement Program - Erin Burke)

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 Resolution Setting Financial Policies: 2007-05-04	 Attached

May 15, 2023

Camden County Board of Commissioners

Re: Capital Improvement Program (CIP) 2023-2027

Chairwoman White and Members of the Board:

The provision of adequate public infrastructure remains a top priority for the County. Being only the 13th year having a Capital Improvement Program (CIP) process, the Board of Commissioners have undertaken significant thought, discussion and consideration to estimate critical facility needs and the costs therein for the County.

Financial policy specific to how the County governs the issues of debt, fees & user charges, fund balances, competitive employment, and the ad valorem tax rate are shown in the attached Resolution No. 2007-06-04. This Resolution puts in place measures to ensure the financial strength of the County government as well as protecting the taxpayer. In addition, the Board of Commissioners created a Capital Reserve Fund as a mechanism with which to fund critical, non-school, county infrastructure projects.

With Camden County being a recipient of significant grant awards in furtherance of the Board of Commissioners capital improvement policy goals, key infrastructure projects are moving forward. Over the past five years the County has been fortunate to receive grants to assist with placing critical infrastructure where it is needed.

A significant project included in the 2023-2027 CIP is the engineering and design of Phase II of the Administration Campus Complex on the site across from the Historic Courthouse. The Board has decided to approach this project in three phases. The first phase was the Library and all the infrastructure necessary to support the remainder of the project. The ground breaking and construction started in October 2020 on the new Library. Construction was completed in June of 2022 and the facility will serve Camden citizens for many years.

The second phase will start with planning in the 2023-2024 FY when the Board will begin the design process to relocate the Parks and Recreation Senior Center. This building will house the Parks and Recreation Department and the Senior Center. The building will have a space large enough to accommodate basketball, volleyball, bleachers, civic meeting rooms, staff offices, and a raised stage for conferences and special events. The Senior Center will have a large meeting room for activities, exercise room, staff offices, and a shared kitchen for daily meal preparations and catering events.

Once the current Senior Center space is vacated it will be available for the Sheriff's Office to occupy. The Sheriff's Office is operating at maximum capacity and is in dire need of a space that can be converted to areas where evidence and special equipment can be secured as well as a holding area. When all departments have re-located to the administration building, the Sheriff's Office will occupy the existing building and have access to the existing parking area compound. Once complete this will become a secure area.

During the November 2020 election the citizens had the opportunity to vote as to whether

they supported building a new high school. The question was placed as a referendum on the ballot and the citizens voted overwhelmingly in support of moving forward with a new high school. MB Kahn was selected to conduct a feasibility study to analyze the current and future needs. The study was completed and MB Kahn was hired as the Manager at Risk for the project. Mosely Architects was also selected as the architect for project design. A ground-breaking ceremony was held in May 2021 with a projected completion date of December 2024.

However, since that time a couple of significant events have transpired. It was discovered the land designated for the new high school contains soil that is not conducive to constructing a building of this size unless there is an enormous amount of excavation and back fill work accomplished. Based on the current environment and inflation, the cost to prepare the site is between \$3mil & \$4mil. When the County was made aware of this situation the County starting researching for an alternate site. Discussion continue on whether to proceed with the existing site or to seek an alternative.

In July of 2022, the Board of Education was awarded additional grant funding from the Needs Based Funding Program. This grant and ones prior bring the awarded amount to a grand total of \$50mil to be applied toward the construction of the new school. These funds will help ensure the County builds a first-class high school that Camden students and citizens will be proud of for many years to come.

2025 will bring the completion of the Treasure Point Rural Education Center and the relocation of the Cooperative Extension Office. This project has moved up on the CIP with the award of \$452,000.00 from a PARTF grant received in Fall 2022.

Lastly, the County endeavors to establish a new Emergency Medical Services (EMS) Department. The 2023-2024FY will bring the hiring of a new Director with the goal of establishing County based EMS in the 2024-2025FY.

Camden County has moved forward with incredible strides over the last year. It is sure with the bold work of the Board of Commissioners going forward that the citizens of the County will be well served.

Respectfully Submitted,



Erin Burke,
County Manager

Introduction

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

Purposes of Capital Improvement Planning:

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

Planning Process

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

Financial Policy

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

- Debt service should be equal to or less than 15% of General Fund expenditures.
- The county will strive to pay outstanding principal debt within 15-20 years.
- The county will strive to maintain its debt at no greater level than 2% of the assessed valuation

of taxable property in the county.

- The county will strive to maintain an available fund balance equal to 25% of the General Fund budget at the end of each fiscal year which is substantially higher than the minimum recommended by the Local Government Commission.
- General Fund balances in excess of targeted levels may be transferred to the County's Special Capital Reserve Fund.

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

For the past 13 years Camden County has embarked on a very conservative fiscal policy working to ensure growth in the fund balance and a stronger financial position for the county government. The total unreserved and undesignated general fund balance was \$7.76 million at the end of FY2021-22. The maintenance of a healthy fund balance must be continued so the County has the ability to arrange financing for large projects that have been identified.

Project Evaluation

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

Project Evaluation Criteria

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

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

Revenue Sources & Debt Service

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

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

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

Revenue Sources:

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

Revenue Sources & Debt Service

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

Funding Method for County Capital Reserve Fund

Land Transfer Tax: The Land Transfer Tax is placed in a Capital Reserve fund to support projects in the Capital Improvement Plan and transfers from General Fund balance when it is in excess of targeted levels (Resolution No. 2007-06-04).

It is projected that the Land Transfer tax will generate approximately \$700,000 in FY 2022-2023. These funds are applied to approved capital projects and debt service. Currently \$.01 of the county-wide ad valorem tax rate generates approximately \$168,810 in taxes collected by Camden County.

School Capital Reserve Fund

The School Capital Reserve Fund will continue to be the primary means the county uses to fund school capital projects. Currently capital projects are funded by that portion of the Article 40 & 42 sales tax that is earmarked for school construction by the state. The county also may request funds through the State Public School Building Capital Fund. Lottery proceeds are annually appropriated to this Fund and reserved for School Capital projects. Articles 40 & 42 Sales Tax will generate approximately \$595,000 annually that goes into the School Capital Reserve Fund. It needs to be noted that falling tax revenue is going to be a problem for Camden County due to the COVID-19 virus. Sales taxes on retail, restaurants and hotel rooms are all taking a hit, as is the state's income tax. From a finance perspective it is this unknown that local leaders need to be very cautious with moving forward with increasing debt.

Enterprise Fund

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

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

There are two Wastewater Treatments Plants constructed and in operation in South Mills township and the Courthouse township. The most recent in Courthouse which was partially funded through an EDA Grant.

County Fire Districts

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

includes special approval of all expenditures of \$5,000 or more.

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

Adoption of Unified County Government

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

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

Capital Project Narrative Descriptions:

The Capital Project narratives are organized in the following categories:

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

Capital Project Narratives

A. Approved/Funded:

1. Construction of Raw Water Well

Project Description:

Priority Level: 1

Define Problem: Forecasted residential and commercial growth will require additional sources of fresh water.

Recommended Solution: In FY 2019-2020 test wells were installed and engineering design plans and construction cost estimate were obtained. The test well results for two wells are good so it is anticipated the construction of a new well will start either on the site on Seymour Drive or 343 South, in 2022-2023. The American Rescue Act Plan will cover the cost of this construction. The water plant has a current capacity of .720 MGD and an average use of .495MGD. The State allows 80% use of capacity before design work to increase capacity, which amounts to 576,000 GPD. Subtracting the average use of 495,000 GPD provides only 81,000 GPD for additional development use.

Alternatives: None

Stage of the Project: New Well and Raw Water transmission line in design phase during FY 2021-2022 by Engineering Services P.A. with an anticipated construction in FY 2022-2023. It is anticipated that this design can be utilized for two sites.

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

Description of Land Needs: Land has been purchased. In FY07-08, the county purchased five additional well sites in close proximity to existing water treatment plant.

Professional Design Work Detail: None

Operating Impact: Additional utilities and equipment maintenance costs.

2. Waste Water Expansion - US 158 East from Hardees to Country Club Road

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

Priority Level: 1

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

Recommended Solution: Extend existing sanitary sewer line. Estimated cost to be funded by the American Rescue Act Plan

Alternatives: Commercial and Residential development is adversely affected without the sewer line extension.

Stage of the Project: McGill Associates has prepared a feasibility study to include construction cost estimates. An estimate has been prepared by McGill Associates. Project material costs and petroleum price are increasing adding to the cost estimates already received.

Relation to Other Projects: This project is required to attract and support new and existing businesses such as Towne Bank in Camden County. Wastewater service would have appositve impact with developing the area adjacent to Shell Station. Also, residents along the Pine Street area have expressed a strong interest in wastewater service due to a variety of system failures. The extension would also increase the line size of the existing force main from Lamb's Marina to the Courthouse Pump Station to support the additional flows.

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

Professional Design Work Detail: None. Feasibility study completed October 2013, however, the engineering design will need to be updated.

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

Cost to Hookup: The cost to each property owner has not been determined at this time due to increases in materials and labor. Once the sewer line has been installed and owners are notified the line is operational they will be required to connect within a reasonable amount of time (to be determined by the County).

3. Administration Complex Phase II Modified

Project Description: Construction of an Administration Complex that will serve the needs of county residents in a safe and efficient manner. This project will be built in three phases. The Library (1st Phase) was completed June 2022. The 2nd Phase consists of the construction of the Recreation Center/Senior Center. The 3rd Phase will consist of an Administration Building.

Priority Level: 1

Define Problem: By using existing properties, the relocation of Tax, Water, & Planning will occur in 2023; and the Sheriff's Office will also assume an outbuilding in the Court House Complex to relieve some crowding issues within their office suite. The long-term goal will be to house all administrative facilities on one campus, and allow for the Sheriff's Office to absorb the entirety of the building they currently co-occupy with Parks and Recreation and the Senior Center. Phase III will include the construction of a building to house the following departments: County Manager's Office, Human Resources, Finance Office, Tax Administration, Utilities, Planning & Inspections Department Parks & Recreation, Senior Center. The Community needs a Parks & Recreation/Senior Center designed for that purpose.

Recommended Solution: Construction of a Parks & Recreation/Senior Center building on the acreage already purchased across the road from the Courthouse Complex.

Alternatives: Continue business in current structure.

Stage of Project: County purchased 7.69 acres across the road from the Courthouse Complex. A formal space-needs study was conducted by Wooten Company in March 2016. An architectural design firm will need to be secured to develop plans for a design build model of construction.

Relation to Other Projects: Completion of this project will free up space currently occupied by the Senior Center for use by the Sheriff's Office. It will also allow for the demolition of the space that is currently occupied by the Planning Department, Water and Sewer, and Tax Administration.

Professional Design Work Detail: Design services will be solicited to work on a design build model of construction.

Operating Impact: Increased efficiency in daily operations and improved services to the public.

4. Broadband

Project Description: Eastern Shore Communication is working with NCDOT and NCDENR (North Carolina Department of Environment and Natural Resources) to secure county wide permits in order to continue to install fiber along Route 343 North and South. Environmental is all complete and signed off through USDA.

Priority Level: 1

Define Problem: There is a critical lack of internet and broadband infrastructure throughout the entire County. The COVID-19 pandemic has proven that internet access is paramount in communicating when in a lock down situation. There has been significant improvement with hardware acquisition and installment however there is much more to do before the County will be to a point covering 95% of the area with internet accessibility.

Recommended Solution: Continue to install fiber and wireless hardware throughout the County and provide affordable and competitive prices to the citizens. Also continue to seek out grant opportunities and enlist other outside agencies as needed to move this project along.

Alternatives: N/A

Stage of Project: Phase 1 would bring fiber from the North Water Tower to the South Water Tower via the County Office and Library (Community Center). The point of connection to MCNC (Microelectronics Center of North Carolina) will be at the Shipyard Road/343 intersection. Phase 1 would bring fiber from the North Water Tower to the South Water Tower via the County Office and Library (Community Center). The point of connection to MCNC (Microelectronics Center of North Carolina) will be at the Shipyard Road/343 intersection. ESC is also extending the fiber to the Camden Business Park and is moving forward with fiber installation in the Shiloh area of the County.

Relation to Other Projects: Broadband installation throughout the County will improve communications with other business, education, and global networks. This will also have a positive impact on emergency response times of local first responders.

Professional Design Work Detail: Eastern Shore Communications has performed a feasibility study for Camden County and is well on the way to having internet access from the Courthouse area to the Camden Commerce Park in South Mills.

Operating Impact: Increased internet coverage accessibility for 75 % of Camden County.

5. New High School

Project Description: Construction of a new High School/Early College campus with capacity for 800 students. Campus will include parking and athletic facilities.

Priority Level: 1

Define Problem: The current campus does not meet the needs of a modern high school facility. Buildings are over capacity and the use of mobile classrooms to hold the early college does not allow for growth in this portion of the school. Current athletic facilities are scattered and insufficient to meet the needs of the athletic program. A bond referendum from November 2020 led to vote to add up to \$33 million to the construction costs for the school. As of July 2022 the Board of Education has secured \$50million in needs based funding grants from the State.

Recommended Solution: Construction of a new High School/Early College Campus.

Alternative: Do nothing and remain at existing campus.

Stage of the Project: M.B. Khan Construction Company Inc. has been contracted to conduct a design build of a new high school. The size and layout of the facility are being modified to ensure the site on 343N is adequate.

Relation to Other Projects: None

Professional Design Work Detail: M.B. Khan Construction Company Inc. has been contracted to conduct a design build of a new high school. The size and layout of the facility are being modified to ensure the site on 343N is adequate.

Operating Impact:

Construction will likely commence 12-18 months from May of 2023. The Construction time period will be approximately two years. The new campus should open in Fall of 2027.

6. Treasure Point Rural Education Center

Project Description: Construction of the Treasure Point Rural Education Center to house the NC State Cooperative Extension Offices, Soil & Water Conservation Officer, and 4H.

Priority Level: 1

Define Problem: The NC State Cooperative Extension Offices, Soil & Water Conservation Officer, and 4H are currently operating out of a mobile office trailer. There is inadequate storage and no public meeting space. Cooking classes have to be arranged with other facilities and summer camps are limited to fair weather days.

Recommended Solution: Construction of a facility to include offices, demonstration kitchen, and large meeting room along with ancillary storage and restroom facilities. The Campus will have new improved parking and a new septic system.

Alternatives: Make no changes

Stage of the Project: A PARTF grant was secured in 2022 in the amount of \$452,000.00 towards the construction of the new facility. An architectural firm has been selected and final design will commence in 2023 with construction slated to begin in 2024 and completion in Summer 2025.

Relation to Other Projects:

This new facility will allow for the elimination of the mobile office trailer from the future administrative campus.

Professional Design Work Detail:

Mark Kasten of Cahoon and Kasten Architecture will lead the design/build process for this project. The Board of Commissioners voted at the March 2023 meeting to secure the services of this firm.

Operating Impact:

The new facility will increase the work load of the Buildings and Grounds Division. Public use of the building is planned, and additional resources will be necessary to maintain the facility for this use.

7. Emergency Medical Services Department

Project Description: The creation of a new Emergency Medical Services (EMS) Department to provide County owned and operated emergency medical services 24 hours a day to residents and visitors in Camden County.

Priority Level: 1

Define Problem: Camden County currently contracts for 12 hour in-county EMS with Pasquotank County. Residents and visitors deserve 24 hour in-county coverage with Camden County supervision and oversight of services.

Alternatives: Continue to contract with Pasquotank County with anticipated costs increases for 24 hour service and separate quarters for staff.

Stage of Project: A director position has been included in the 2023-2024FY Budget. \$100,000.00 has been set aside to acquire refurbished equipment.

Relation to Other Projects: None

Professional Design Work Detail: N/A

Operating Impact: The creation of a new department will bring new staffing needs and new administrative costs. Once the contract with Pasquotank is terminated, the costs from the contract will be used to partially fund the department along with insurance collections.

B. Recommended/Unfunded:

1. US 158 Sidewalk Extension

Project Description: Creation of a safe pedestrian environment with the construction of side walks in the area of the 158 and 343 intersection.

Priority Level: 2

Define Problem: The development of the Courthouse Township as a commercial center around public uses such as Camden High School, the US Post Office, and future County community complex is leading to increasing commercial uses and pedestrian activity among the uses. It is important to accommodate the existing and future pedestrians with sidewalks to reduce conflicts with automobile traffic and to encourage walking.

Recommended Solution: Require private development to install sidewalks within developments and construct public sidewalks to develop an eventual sidewalk network within the core area. The first section of sidewalks has been constructed around the Town Center project and in front of the high school.

The proposed project is to extend the existing sidewalk in front of the high school approximately 1900 linear feet to the Camden Square shopping and restaurant center. A&E cost approximately \$8,500 and is included in cost estimate.

Alternatives: None

Stage of the Project: As stated above some sidewalk exists in the area and the recently adopted Unified Development Ordinance (UDO) requires sidewalk in new development. Project will require engineering and construction.

Relation to Other Projects: This project is will enhance and support new and existing businesses in the Courthouse area.

Description of Land Needs: Project would be constructed in NCDOT Right of Way (ROW) and require encroachment permits.

Professional Design Work Detail: None

Operating Impact: County would be responsible for maintenance of sidewalk and any surrounding landscaping.

2. South Mills Waste Water Treatment Plant (High Rate Filtration Pond)

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

Priority Level: 2

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

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

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

Stage of the Project: Eastern Carolina Engineering has prepared a preliminary soils boring test analysis at the current WWTP spray fields site. The testing shows the soils at the spray field site would support the high rate disposal system.

Professional Design Work Detail: None to date.

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

C. Identified/Unfunded:

1. South Mills Boat Ramp and Park

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

Priority Level: 3

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

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

Alternatives: N/A

Stage of Project: Researching available land and opportunities

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

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

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

2. South Mills Waste Water Expansion and Disposal (Plant)

Project Description: The South Mills Wastewater Treatment Plant will need additional treatment capacity and disposal to handle the increased flow demands from the residential developments that are currently proposed. A PER was conducted to evaluate the options for increased wastewater treatment capacity and the cost for each. The cost to add 100,000 GPD of capacity to the existing treatment plant and disposal was approximately \$9M. This expansion would handle the first two building phases in the residential development and provide information on how much additional treatment capacity is needed.

Priority Level: 2

Define Problem: Current Treatment Plant has approximately 10,000 GPD of treatment capacity left and two large residential subdivisions are under development.

Recommend Solution: Construct additional capacity at the existing wastewater treatment plant.

Alternatives: Build a new wastewater treatment plant, or require developer to build a wastewater treatment plant to handle wastewater flow produced by new development.

Stage of the Project: A P.E.R. was completed to determine the most cost-effective alternatives for increased wastewater treatment capacity.

Professional Design Work Detail: None to date.

Operating Impact: The operating impact would be minimal.

3. Public Beach

Project Description: Provide protected shallow-water access to the public for swimming and sailing.

Priority Level: 3

Define Problem: Currently there is no protected shallow-water access for the public to swim or launch small watercraft. A public beach would allow for the access to the water and would encourage residents and visitors to enjoy the natural resources of the county.

Recommend Solution: Seek land in a suitable location to provide access, parking, and public facilities.

Alternatives: None

Stage of the Project: Research.

Professional Design Work Detail: None to date.

Operating Impact: Maintenance of new park space and infrastructure improvements would primarily affect the Parks and Recreation Department and Buildings & Grounds.

4. Dismal Swamp Trail Extension

Project Description: Complete the last section of the Dismal Swamp Trail to the Virginia state line, thus providing another off-road link in the East Coast Greenway.

Priority Level: 3

Define Problem: Significant investment was made in the early 2000s on the Dismal Swamp Trail. The trail currently terminates at the Dismal Swamp Welcome Center. The remaining portion north to the Virginia state line remains to be constructed. The completion of this link would provide safe cycling access to residents and visitors.

Recommend Solution: Prioritize state funding, seek interstate commerce grants to support the design work and construction for the project.

Alternatives: None

Stage of the Project: Research.

Professional Design Work Detail: None to date.

Operating Impact: Maintenance of new park space and infrastructure improvements would primarily affect the Parks and Recreation Department.

5. Dismal Swamp Canal Boating Amenities

Project Description: The provision of land-based facilities, such as restrooms, showers, laundry, fuel, pump-out, and a ships store to provide service to boaters traversing the Dismal Swamp Canal.

Priority Level: 3

Define Problem: There is a lack of boater services between Elizabeth City and Chesapeake/Portsmouth Virginia. A facility that serves the Boaters would encourage visitors to stay in Camden instead of just passing through. The Welcome Center receives regular inquiries on the distance to amenities, and have to send them on to Elizabeth City or Virginia leading to potentially lost revenue.

Recommend Solution: The County could seek land adjacent to the Canal that would provide access and support the landward facilities. Solicit private investment supported through an updated Comprehensive Plan. Work would have to be closely coordinated with the Army Corp of Engineers.

Alternatives: None

Stage of the Project: Research.

Professional Design Work Detail: None to date.

Operating Impact: A privately operated facility would have minimal operating impact to the County, but has the potential for tax revenue generation.

6. New South Mills Convenience Center & Transfer Station

Project Description: A new larger convenience center and new transfer station to serve the residents of South Mills.

Priority Level: 2

Define Problem: The currently convenience center is undersized and difficult to navigate if there are multiple customers present. It is also difficult to service for the contractor. The County uses a transfer station in a neighboring jurisdiction paying fees for the service.

Recommend Solution: The County should seek land that is adequately sized to provide service to current and future development in South Mills. The site should be centrally located and easily accessible to the contractor.

Alternatives: None

Stage of the Project: Research.

Professional Design Work Detail: None to date.

Operating Impact: Maintenance of new facility and infrastructure improvements would primarily affect the Building & Grounds Division of Public Works.

Resolution No. 2007-05-04**A Resolution of the Camden County Board of Commissioners
Regarding Setting Financial Policies**

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

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

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

Debt –

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

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

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

Fees & User Charges –

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

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

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

Fund Balance –

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

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

Competitive Employment –

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

Tax Rate –

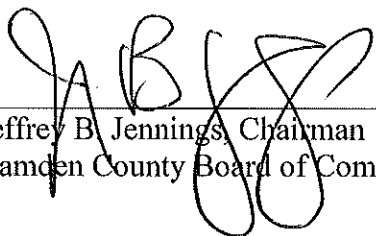
In an effort to stabilize the county's tax rate, the Board of Commissioners will adopt a tax rate that considers the succeeding four years anticipated expenditures and will strive not to change the tax rate prior to the next revaluation.

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

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

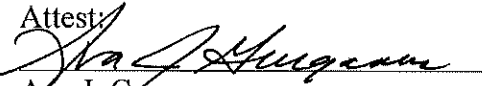
Adopted this 4th day of June, 2007.

(SEAL)



Jeffrey B. Jennings, Chairman
Camden County Board of Commissioners

Attest:


Ava J. Gurganus
Clerk to the Board



Board of Commissioners AGENDA ITEM SUMMARY SHEET

Public Hearings

Item Number: 5.B
Meeting Date: June 05, 2023
Submitted By: Stephanie Jackson,
 Finance
 Prepared by: Stephanie Jackson

Item Title **Proposed 2023-2024 Budget**

Attachments: FY 2023-24 Budget Message FINAL (PDF)
 23-24 BUDGET ORDINANCE (DOCX)
 23-24 schedule of board adjustments (DOCX)
 Schedule of Fees 2023-2024 - June 5th agenda (PDF)

Summary:

The annual budget process requires a public hearing to allow an opportunity for public input on the next fiscal year's budget. Attached documents include the Budget Message, Schedule of Board Adjustments and Budget Ordinance. The County Fee Schedule is also included to be adopted with the Budget Ordinance.

Recommendation:

Upon completion of the public hearing, add the FY 2023-2024 Budget Ordinance to the agenda. Approve attached FY 2023-2024 Budget Ordinance along with the Schedule of Fees.



FY 2023-2024 BUDGET MESSAGE

May 15, 2023

To the Camden County Board of Commissioners:

Pursuant to my duties as the County Manager and Budget Officer I am pleased to present for your consideration the proposed budget for fiscal year beginning July 1, 2023. This budget has been prepared in accordance with the provisions of General Statute 159-11, the Local Government Budget and Fiscal Control Act. In accordance with the Local Government and Fiscal Control Act, all funds have been balanced using a combination of anticipated revenues and existing fund balance monies. Notice of the proposed budget will be duly posted and shared with the media. A public hearing is set for June 5, 2023.

BACKGROUND

This budget process began nearly a year ago during one to one meetings with Department Heads to discuss their operations and to begin anticipating their needs. Subsequently, mid-year budget reviews were conducted in January to help project remaining expenditures for the year and forecast needs for the coming budget year. The work began in earnest with the annual retreat in February. The guidance received at the retreat translated to proposals at the subsequent work sessions in April and May. Staff has worked diligently during this time period to track down cost increases, work through new property valuation projections, and obtain cost estimates for capital purchases.

Previous budgets have been very conservative in spending. While this has allowed the fund balance to grow, this has also been at the expense of staffing and equipment purchases. The County navigated the financial challenges presented during the COVID-19 Pandemic with aptitude and made healthy financial decisions during a period of unprecedented uncertainty. Camden did see some slowing across most fronts during the Pandemic. There was no stoppage or reversal of growth. Previously approved residential and commercial growth will continue to influence the needs of the County for many years to come. This growth makes it critical to continue to grow services to meet the demand.

2023 saw the results of the revaluation process. The County has conducted revaluations every eight (8) years. A result of the housing market boom during the prime Pandemic years, particularly in rural communities, Camden saw an increase of \$ 436,783,756.00 of valuation or 42.02% increase. This increase was primarily due to the increase in Single Family Residential property values.

RECOMMENDED BUDGET

The FY 2023-2024 recommended budget totals \$31,005,501.00 for all County operations. The General Fund is \$18,320,894.00 of that total.

Revenues

The proposed budget was crafted with a decrease in the ad valorem tax. The proposed budget has a tax rate of \$.74 per \$100.00 of valuation representing a decrease of \$.14. The proposed ad valorem tax rate is \$.60 down from \$.74 this reduction is possible due to the increase in property values during the 2023 revaluation period. This decrease is intended to be sensitive to the cost burden of the tax payers while recognizing the needs of staffing, equipment replacement, and general costs increases. There is no proposed change in the solid waste fee.

The projected revenues for FY 2023-2024 are as follows:

Revenue Source	Projection
Ad Valorem	\$8,781,035.00
Local Sales Tax Option	\$700,000.00
Vehicle Tax	\$868,638.00
Franchise Tax	\$740,000.00
Medicaid Hold Harmless	\$100,000.00
Article 40	\$375,000.00
Article 42	\$220,000.00
Special Revenue Fund	\$1,117,247.00
School Reserve Fund	\$2,804,612.00
Solid Waste Fee	\$320,000.00

Expenditures

Compared to the FY 2022-23 General Fund budget of \$15,324,997.49, the FY2023-24 budget proposes \$18,320,894.00 which represents an increase of \$2,995,896.51. The FY2023-24 proposed general fund budget is balanced with \$2,935,211.00 in fund balance to finance County operational expenses. The FY2022-23 proposed general fund budget was balanced with \$990,232.27 in fund balance to finance County operational expenses.

The proposed budget is intended to support the necessary staffing and services to meet the expectations of the citizens of Camden County while anticipating future needs and projects.

Departmental Budgets

The proposed budget includes seven (7) new positions in the Sheriff's office with associated vehicles and equipment. Other new positions include a Social Worker, a new position split between Elections and the Museum, and the establishment of a new Emergency Medical Services Department with the position of Director to be filled in FY 2023-2024. Additionally, this budget includes the purchase of up to seven (7) new vehicles and new grounds equipment for Waste Water and Parks and Recreation. The proposed budget also reflects a 4% cost of living adjustment and a 3% increase in health insurance costs.

Below is a list of some of the major departmental expenditures proposed for FY2023-24.

Department	Proposed Budget
County Administration	\$268,193.00
Debt Service	\$1,151,497.00
Economic Development	\$48,301.00
Elections	\$176,290.00
EMS	\$199,036.00
Extension	\$200,794.00
Finance	\$278,520.00
Governing Body	\$140,583.00
JCPC	\$83,809.00
Legal	\$50,000.00
Library	\$235,327.00
Museum	\$26,819.00
Non-Departmental	\$374,620.00
Parks & Recreation	\$405,573.00
Personnel	\$128,735.00
Planning/Inspections	\$650,806.00
Public Works/Buildings & Grounds	\$732,340.00
Register of Deeds	\$313,757.00
Senior Center	\$157,196.00
Sheriff & SRO	\$3,690,102.00
Soil & Water Conservation	\$88,899.00
Tax	\$571,314.00

Special Appropriations

The proposed budget includes \$7,311,185.00 in special appropriations. Of that total, \$4,293,950.00 is associated with school funding. The Board of Commissioners committed to an appropriation amount for operating and capital expenses in a graduated plan during the previous budgeting process. The request from the schools exceeded this request. Given the increase in costs for all operating expenses, the recommended appropriation for the current operating expenses is \$3,000,000.00 with an additional \$587,200.00 for capital expenses to allow for the purchase of a new activities bus. Appropriations for EMS service increased \$17,895.00 to \$648,645.00 in the proposed budget with Emergency Management and Communications appropriations increasing as well.

Requesting Entity	Proposed Appropriation
Albemarle Commission	\$7,500.00
Pasquotank Camden EMS	\$648,645.00
Forestry	\$76,285.00
RC&D	\$750.00
Central Communications	\$407,704.00
Emergency Management	\$42,682.00
Sewer	\$169,939.00
MLKing	\$800.00
Special Funding	\$1,000.00
Court House/Shiloh Fire	\$383,105.00
South Mills Fire	\$251,038.00
DSS	\$591,033.00
School Reserve Fund	\$587,200.00
3 rd High School Operations	\$706,750.00
CCPS Current	\$3,000,000.00
Hopeline	\$3,000.00
COA	\$47,250.00
Revaluation Fund	\$30,000.00
Food Pantry	\$3,000.00
Albemarle Food Bank	\$3,000.00
Museum	\$1,000.00
Friends of Dismal Swamp	\$1,000.00
Grant Match	\$10,000.00
Jail Operation	\$275,000.00
4H Ins	\$53,004.00
Albemarle Tideland Retirement	\$10,500.00
Total	\$7,311,185.00

Other Funds

The county continues to pursue reimbursements through the FEMA hazard mitigation fund from expenditures made in the wake of Hurricane Matthew (September 2016). Anticipated reimbursements exceed one million dollars.

The county should continue to focus on the expansion of sewer service to improve the financial health of the sewer service fund. Increase in customers also improves the function of the waste water treatment plant. Completion of the sewer service extension westward on 158 to Country Club Road is slated for construction in FY 2023-2024, using ARPA funding. This will allow the system to pick up a number of commercial properties along the highway as well as to provide service to some private residences.

FY 2023-2024 will see the completion of construction of a new well site using ARPA funds. This site will allow rest times for existing wells.

The Economic Development Projects fund and property in the associated Commerce Park will be wrapping up in the 2023-2024 fiscal year. There are a few remaining properties left to sell and interest has continued to increase.

For the 2023 -2024 Fiscal Year the Community Park fund has been absorbed into the Parks and Recreation department. While this does not represent a decrease in funding, it does allow for the departments to better track expenditures in each of the County's parks.

The final total of needs-based grant funding received for the construction of the new Camden County High School, is \$50,000,000.00 These funds in addition to those being collected from the 2020 bond referendum will lead to the construction of a new state-of-the-art high school and early college campus. The final portions of planning should be completed in FY 2023-2024, with construction beginning in late 2024.

SUMMARY

The proposed FY 2023-2024 budget is marked with a renewed focus on ensuring county departments have the staffing and tools they need to meet the expectations of the tax payer. While the proposed budget uses a larger amount of fund balance than in the past, staff recognizes that the increase in personnel comes with an increase in "one-time costs", including equipment and vehicles. The County has also committed to the goal of developing a retention and replacement schedule for vehicles to ensure future vehicle replacement costs are more evenly distributed.

Prices and inflation appear to be stabilizing but there is not an anticipated return to pre-pandemic prices. These increases are reflected in budgets associated with fuel, vehicles, vehicle maintenance, chemical costs for the Water Plant, and general service purchases. The projected numbers are conservative, but should cover the anticipated increases.

Camden County will continue to see growth pressures from the Hampton Roads area as well as adjacent communities due to the natural beauty of the area, proximity to major metropolitan areas, good schools, and low crime rate. The County must remain diligent to not allow growth to outpace the ability to maintain existing services while expanding to meet the needs of new development. This budget addresses these items and a stated goal of developing a strategic plan and following that with updates to the Comprehensive Plan and Land Use Plan will lay out a path for future county needs.

Respectfully Submitted,



Erin Burke, County Manager

Ordinance No. 2023-06-01
AN ORDINANCE OF
THE BOARD OF COUNTY COMMISSIONERS OF
CAMDEN COUNTY, NORTH CAROLINA,
RELATING TO THE FY 2023 – 2024 BUDGET

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

ARTICLE I. BUDGET ORDINANCE

This Budget Ordinance per G.S. 159-13 hereby incorporates, in its entirety, this Budget for the County of Camden for FY 2023-2024, adopted by the Board of Commissioners on June 5, 2023. Said Ordinance may hereafter be referred to as the “Budget Ordinance”. The levy of the county-wide Tax Rate(s) and Fees affecting any and all county managed Funds will accompany and be adopted simultaneously with this Budget Ordinance unless amended per G.S. 159-15.

ARTICLE II. GENERAL FUND

SECTION 1 – Appropriations: The following amounts are hereby appropriated in the General Fund for the operation of county government and its activities for the fiscal year beginning July 1, 2023 and ending June 30, 2024 in accordance with the Budget Ordinance and the chart of accounts heretofore established for this county.

Governing Body.....	\$140,583
County Administration.....	268,193
Elections.....	176,290
Finance.....	278,520
Personnel.....	128,735
Tax Supervisor	571,314
Legals	50,000
Register of Deeds	313,757
Planning	356,961
Inspections	293,845
Economic Development Commission.....	48,301
Building & Grounds.....	592,980
Sheriff	3,375,895
School Resource Officer (SRO).....	314,207
Jury Commission	108
Court Facilities.....	19,820
Public Works Administration	139,360
Traffic	5,100
Solid Waste	838,615
Public Health.....	136,555
Extension.....	200,794
County Public Library.....	235,327
Parks & Recreation	402,573
Museum.....	26,819

Emergency Medical Services.....	199,036
DDJP (JCPC)	83,809
Senior Center	157,196
Non-Departmental.....	374,620
Soil/Water Conservation	88,899
Capital Outlay/Debt Service	1,151,497
Special Appropriations:	
Albemarle Commission	7,500
EMS	648,645
Conservation/Forestry	76,285
RC&D	750
Central Communications	407,704
Emergency Management	42,682
S. Camden Water & Sewer	169,939
Special Funding	1,800
CH&S Fire Commission Four Cents	383,105
South Mills Fire Commission Four Cents	251,038
Social Services	591,033
Schools – Contribution to Capital Reserve	587,200
Schools – Current Expense	3,000,000
New High School Operating Expense	706,750
Albemarle Hopeline	3,000
College of the Albemarle	47,250
Revaluation Fund.....	30,000
Camden Food Pantry.....	3,000
Albemarle Food Bank.....	3,000
Camden Museum	1,000
Friends of the Dismal Swamp.....	1,000
Alb. Dist. Jail Operations.....	275,000
Grant Match	10,000
4-H Insurance.....	53,004
Albemarle Tidelands Retiree.....	10,500
Contingency	40,000

TOTAL GENERAL FUND **\$18,320,894**

SECTION 2 – Revenues: It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Ad Valorem and Vehicle Taxes:

Budget Year	\$9,649,673
Prior Years Summary.....	401,500
Penalties and Interest	40,000
House Bill 1779	100

Other Taxes and Licenses:

State 1 cent Sales Tax	700,000
Local Sales Tax - Art. 40	375,000
Local Sales Tax - Art. 42	220,000
Local Sales Tax – Art. 44.....	100

Unrestricted Intergovernmental:	
ABC Profits.....	36,000
Refuge Revenue Sharing.....	8,500
Utilities Franchise Fees.....	700,000
Medicaid Hold Harmless	100,000
Restricted Intergovernmental:	
State Grants – JJDP.....	64,812
Soil/Water Funds	20,000
Capital Reserve & Transfer Tax for Capital Debt Service	187,262
Court Facilities Fees	20,000
Alb. Comm. Nutrition Site.....	2,000
School Resource Officer	131,530
School Capital Reserve Fund for School Debt Service	982,506
New High School Operating Revenue.....	706,750
Senior Center Grants.....	5,300
Fees and Permits:	
Register of Deeds Fees.....	211,500
Building Permits and Planning Fees	189,700
Land Use Fees.....	5,000
Leased Property	60,000
Tire Disposal Dist	15,000
White Goods Disposal Dist.....	4,000
Recyclables	21,000
Disposables Tax Distribution.....	6,000
Electronics Management.....	100
Solid Waste Fee	320,000
Cable Franchise Fee.....	40,000
Gun Permit Fees.....	13,600
Golf Cart Fees	300
Pet/Privilege Licenses	250
5 Cents Per Bottle Fees	5,000
Extension Fees	2,000
Library Fees	1,800
Recreation Fees	18,000
Senior Center Participation Fees.....	1,000
Sales and Services:	
Jail Fees.....	3,000
Sheriff's Office Fees	15,000
Sale of Fixed Assets.....	2,000
Fines & Forfeitures	55,000
911 Fees for GIS	500
Other:	
Sheriff's Office Grants & Donations	1,000
Interest.....	20,000
Miscellaneous	23,900
Appropriated Fund Balance	2,935,211

TOTAL GENERAL FUND**\$18,320,894**

ARTICLE III. SOUTH CAMDEN WATER/SEWER DISTRICT FUND

The following amounts are hereby appropriated in the South Camden Water/Sewer District Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

R/O Plant Operation Expenses.....	605,547
Waste Water Operation Expenses.....	476,833
Distribution Expenses	634,531
Debt Service.....	<u>329,492</u>
	\$2,046,403

It is estimated that the following revenues will be available in the South Camden Water/Sewer District Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Sale of Water.....	1,359,600
Sewer Fees	110,000
Connection Fees.....	75,000
Miscellaneous	28,550
Fund Balance Appropriated	100,000
Capital Reserve Fund.....	203,314
General Fund Contribution	<u>169,939</u>
	\$2,046,403

ARTICLE IV. WATER/SEWER CAPITAL RESERVE FUND

The following amounts are hereby appropriated in the System Development Fee Capital Reserve Fund for the purpose of collecting funds from new construction projects which will have an impact on the infrastructure of Camden County and establishing Membrane Reserve for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Fund Balance Reserve.....	52,250
Membrane Reserve	<u>20,250</u>
	\$72,500

It is estimated that the following revenues will be available in the System Development Fee Capital Reserve Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

System Development Fees	31,000
Interest.....	1,000
R/O Upgrade.....	<u>40,500</u>
	\$72,500

ARTICLE V. COURTHOUSE & SHILOH FIRE COMMISSION FUND

The following amounts are hereby appropriated in the Courthouse and Shiloh Fire Commission Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

General Expenses.....	388,880
Debt Service.....	<u>100,000</u>
	\$488,880

It is estimated that the following revenues will be available in the Courthouse and Shiloh Fire Commission Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Fire Tax.....	95,776
4 Cent County Match.....	383,104
Leased Property	9,000
Interest Earnings	<u>1,000</u>
	\$488,880

ARTICLE VI. SOUTH MILLS FIRE COMMISSION FUND

The following amounts are hereby appropriated in the South Mills Fire Commission Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

General Expenses.....	231,296
Debt Service.....	<u>113,000</u>
	\$344,296

It is estimated that the following revenues will be available in the South Mills Fire Commission Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Fire Tax.....	62,759
4 Cent County Match.....	251,037
Grant.....	30,000
Interest.....	<u>500</u>
	\$344,296

ARTICLE VII. SOCIAL SERVICES

The following amounts are hereby appropriated in the Social Services Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Public Assistance	217,864
Administrative Expenses	<u>1,298,354</u>
	\$1,516,218

It is estimated that the following revenues will be available in the Social Services Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

County Appropriations.....	591,033
State/Federal Funds.....	<u>925,185</u>
	\$1,516,218

ARTICLE VIII. JOYCE CREEK DRAINAGE PROJECT FUND

The following amounts are hereby appropriated in the Joyce Creek Drainage Project Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Watershed Projects & Expenses\$44,160

It is estimated that the following revenues will be available in the Joyce Creek Drainage Project Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Watershed Improvement Fee43,160
Miscellaneous 1,000
\$44,160

ARTICLE IX. REVALUATION RESERVE FUND

The following amounts are hereby appropriated in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Reserved for Revaluation Expenses.....\$30,500

It is estimated that the following revenues will be available in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Fund Balance Appropriated 30,000
Interest..... 500
\$30,500

ARTICLE X. CAPITAL RESERVE FUND

The following amounts are hereby appropriated in the Capital Reserve Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Debt Service.....576,947
USDA Debt Reserve 540,300
\$1,117,247

It is estimated that the following revenues will be available in the Capital Reserve Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Land Transfer Tax Collections 700,000
Investment Earnings..... 5,000
Fund Balance Appropriated 412,247
\$1,117,247

ARTICLE XI. SCHOOL CAPITAL RESERVE FUND

The following amounts are hereby appropriated in the School Capital Reserve Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Debt Service.....	574,000
Fund Reserves	1,490,612
School Capital Outlay.....	590,000
Camden Plantation Funds for Capital Outlay	<u>150,000</u>
	\$2,804,612

It is estimated that the following revenues will be available in the School Capital Reserve Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Local Option & Restricted Sales Tax	1,045,000
Investment Earnings.....	3,000
New High School Debt Service Revenue.....	1,606,612
Camden Plantation	<u>150,000</u>
	\$2,804,612

ARTICLE XII. DISMAL SWAMP VISITOR CENTER FUND

The following amounts are hereby appropriated in the Dismal Swamp Visitor Center Fund for the purpose of operating the Center with funds received from NCDOT for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Center Operating Expenses.....	\$176,447
DOT Funds.....	160,000
Gift Shop Contribution	12,888
Tourism Authority Contribution	<u>3,559</u>
	\$176,447

The following amounts are hereby appropriated in the Dismal Swamp Gift Shop Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Gift Shop Revenues	\$35,000
Gift Shop Expenses.....	\$35,000

ARTICLE XIII. FEREBEE COURTHOUSE TRUST FUND

For purposes of summary only, the following amounts are hereby appropriated in the Nancy M. & H. C. Ferebee, III Courthouse Trust for the restoration of the 1847 Camden County Courthouse for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Fund Reserves \$1,530

Trust Fund Balance \$1,530

ARTICLE XIV. REGISTER OF DEEDS AUTOMATION ENHANCEMENT AND PRESERVATION FUND

The following amounts are hereby appropriated in the Register of Deeds Automation Enhancement and Preservation Fund for the purpose of funding for computer and imaging technology for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Technology \$11,000

Register of Deeds Technology Funds 5,000

Interest..... 10

Fund Balance..... 5,990

\$11,000

ARTICLE XV. CODE ENFORCEMENT REVOLVING FUND

The following amounts are hereby appropriated in the Code Enforcement Revolving Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Demolition Expenses \$59,600

Fee Collection 3,050

Fund Balance Appropriated 56,550

\$59,600

ARTICLE XVI. STORMWATER MANAGEMENT UTILITY FUNDS

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

The following amounts are hereby appropriated for funding the programs designed to protect and manage water quality and quantity in the **South Mills Watershed Fund** (Fund 36) for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Watershed Expenses & Reserve \$14,125

Estimated Revenue..... \$14,125

The following amounts are hereby appropriated for funding the programs designed to protect and manage water quality and quantity in the **Sawyer's Creek Watershed Fund** (Fund 37) for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Watershed Expenses & Reserve \$20,050

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

The following amounts are hereby appropriated for funding the programs designed to protect and manage water quality and quantity in the **North River Watershed Fund** (Fund 38) for the fiscal year July 1, 2023 and ending June 30, 2024.

Watershed Expenses \$13,885

Estimated Interest & Fees Collected..... \$13,885

The following estimated revenues will be available for funding the programs designed to protect and manage water quality and quantity in the **Shiloh Watershed Fund** (Fund 39) for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Watershed Expenses \$14,279

Estimated Interest & Fees Collected..... \$14,279

ARTICLE XVII. TOURISM DEVELOPMENT AUTHORITY

The following amounts are hereby appropriated in the Tourism Development Authority budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

General Expenses..... 33,976
Dismal Swamp Visitor Center 3,559
\$37,535

Donations 2,000
Occupancy Tax Collections 20,000
Interest Earnings 300
Appropriated Fund Balance 15,235
\$37,535

ARTICLE XVIII. TAX PENALTIES SCHOOL FUND

The following amounts are hereby appropriated in the Tax Penalties School Fund budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

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

It is estimate that the following revenues will be available in the Tax Penalties School Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

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

ARTICLE XIX. SCHOOL APPROPRIATIONS

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

SECTION 2 – For purposes of summary only as the actual figures are contained in the Budget Ordinance, the total appropriation for Current Expense is \$3,000,000 and for Capital Expense is \$587,200.

SECTION 3 – Except as otherwise provided in this Budget Ordinance, this Budget Ordinance hereby incorporates by reference in its entirety the “PROPOSED BUDGET OF THE CAMDEN COUNTY BOARD OF EDUCATION FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 and ENDING JUNE 30, 2024” as presented to the Board of Commissioners, and all language in said Proposed Budget is incorporated into this Ordinance as if it were included within the body of this Ordinance. Said Proposed Budget may hereafter be referred to as the “School Budget”. The county budget does not include any special appropriation for the supplement for teachers’ salaries. This will have to be included in the school budget.

ARTICLE XX. TAX LEVY

SECTION 1 – There is hereby levied at the rate of seventy-four cents (74 cents) per One Hundred Dollar (\$100) valuation of property listed for taxes as of January 1, 2023, for the purpose of raising the revenue listed in the General Fund, Article II., Section 2, of this Ordinance.

Thirteen cents (13 cents) of the of seventy-four cents (74 cents) is allocated for the debt service and operational costs of the new high school as approved in the 2020 referendum. Ten cents (10 cents) shall be applied to the additional debt service incurred for the financing of \$33M over 30 years; three cents (3 cents) is appropriated for added operational costs.

SECTION 2 – There is hereby levied at the rate of four cents (4 cents) per One Hundred Dollar (\$100) valuation of property listed for taxes as of January 1, 2023, for the purpose of raising the revenue listed in the General Fund, Article II., Section 2, of this Ordinance to equal the expenditures listed as CH&S Fire Commission Four Cents and South Mills Fire Commission Four Cents in the General Fund, Article II, Section 1, of this Ordinance.

SECTION 3 – The rate of tax as shown in Section 1 and 2 above is based upon a total valuation of property for the purpose of taxation of \$1,668,854,630 and an estimated collection rate of ninety-four percent (94.790%) for real property and ninety-seven percent (97.130%) for vehicles.

SECTION 4 – There is hereby levied a tax at the rate of one cent (1 cent) per One Hundred Dollar (\$100) valuation of property listed for the taxes as of January 1, 2023, located within the South Mills Fire Protection District for the purpose of raising the revenue listed in the South Mills Fire Commission Fund, Article V., of this Ordinance.

SECTION 5 – The rate of tax as shown in Section 4 above is based upon a total valuation of property for the purpose of taxation of \$660,660,824 with an estimated collection rate of ninety-four percent (94.790%) for real property and ninety-seven percent (97.130%) for vehicles.

SECTION 6 – There is hereby levied at the rate of one cent (1 cent) per One Hundred Dollar (\$100) valuation of property listed for taxes as of January 1, 2023, located within the Courthouse-Shiloh Fire Protection District for the purpose of raising the revenue listed in the Courthouse-Shiloh Fire Commission Fund, Article IV, of the Ordinance.

SECTION 7 – The rate of tax as shown in Section 6 above is based upon a total valuation of property for the purpose of taxation of \$1,008,193,806 and an estimated collection rate of ninety-four percent (94.790%) for real property and ninety-seven percent (97.130%) for vehicles.

ARTICLE XXI. OTHER PROVISIONS

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

- (a) They may transfer amounts between objects of expenditure within a department except salary amounts without limitations.
- (b) They may transfer amounts up to ten thousand dollars (\$10,000.00) between departments of the same fund with an official report on such transfers at the next regular meeting of the Board of Commissioners.
- (c) They may not transfer any amounts between funds or from any contingency appropriation within any fund.
- (d) They will assign legal costs to departments based upon the legal issue involved.
- (e) They are authorized to approve expenditures up to ten thousand dollars (\$10,000.00).
- (f) They may approve acceptance and expenditure of emergency funding from state or federal sources (i.e. LIEAP) up to ten thousand dollars (\$10,000.00) with an official report on such funding at the next regular meeting of the Board of Commissioners.

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

- (a) As provided by G.S. 159-25(b), the Board has authorized dual electronic signatures for each check or draft that is made on County funds. The signatures on the County accounts have been approved by the Board of Commissioners.

- (b) All legal outstanding encumbrances at June 30, 2023 are hereby carried forward and re-appropriated as an amendment to the budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024.
- (c) The Board authorizes one principal account as the central depository for funds received by the Finance Director. Other accounts authorized by the Board can be used for special purposes such as the enterprise fund and various trust accounts. Current accounting techniques shall be used to assure that all funds will be properly accounted for in the financial records of the County.
- (d) Amendments to this Budget Ordinance and any accompanying fee schedule, taxes or appropriations are allowed as provided herein or by board approval in accordance with G.S. 159-15.

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

- 1. Lease of routine business equipment;
- 2. Consultant, professional, or maintenance service agreements;
- 3. Purchase of supplies, materials, or equipment where formal bids are not required by law;
- 4. Applications for and agreements for the acceptance of grant funds from Federal, State, public, private and non-profit organizations' sources, and other funds from other government units, for services to be rendered which have been approved by the Board of Commissioners;
- 5. Construction and repair projects within the budget limits or as approved by the Board of Commissioners;
- 6. Liability, health, life, disability, casualty, property or other insurance or performance bonds;
- 7. Other administrative contracts which include agreements approved by the Board of Commissioners.

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

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

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

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

A public hearing on this Budget Ordinance was held on June 5, 2023.

This Budget Ordinance was adopted on the 5th day of June, 2023

CAMDEN COUNTY BOARD OF COMMISSIONERS

Tiffney White, Chair

Ross Munro, Vice-Chair

ATTEST:

Karen Davis
Clerk to the Board

Erin Burke
Budget Officer/County Manager



FY 2023-2024 Budget

Schedule of Changes Per Budget Work Sessions

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

General Fund

<u>Dept.</u>	<u>Item</u>	<u>Submitted</u>	<u>Change</u>	<u>Proposed</u>	
104200	Administration's Salaries/Benefits	\$219,811	5,938	225,749	Increase/BOC
105000	Bldgs & Grounds Salaries/Benefits	301,055	65,763	235,292	Decrease/BOC
105100	Sheriff's Capital Outlay	279,400	47,000	232,400	Decrease/BOC
106600	Non-Departmental Health Insurance	16,704	30,000	46,704	Increase/BOC

Economic Development Project Fund

<u>Dept.</u>	<u>Item</u>	<u>Submitted</u>	<u>Change</u>	<u>Proposed</u>	
554940	Economic Incentive	40,000	40,000	0	Decrease/BOC
554945	Professional Services	50,000	50,000	0	Decrease/BOC



SCHEDULE OF FEES FY 2023-2024

CAMDEN COUNTY

Fee Schedule

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**BUILDING INSPECTIONS AND PLANNING DEPARTMENT
PERMIT FEE SCHEDULE**

BUILDING PERMIT FEES

RESIDENTIAL, MODULAR, & COMMERCIAL CONSTRUCTION

Base Fees up to 400 Sq. Ft.	\$100.00	Over 400 Sq. Ft.	\$0.25/Sq. Ft.
State Fee	\$10.00		

ELECTRICAL

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

PLUMBING

Plumbing (New Stalls)	\$75.00	Plumbing (Repairs)	\$75.00
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MECHANICAL

Minimum Fee (New House Installs)	\$100.00	Additional Units	\$25.00
Repair/Service Change/Upgrade	\$75.00	Same Size Change Out	\$75.00

INSULATION

Minimum Fee	\$75.00
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NATURAL GAS AND PROPANE HOOKUP (RESIDENTIAL & COMMERCIAL STRUCTURES)

\$50.00

GENERATOR

Electrical Fee	\$75.00	Gas Hookup Fee	\$50.00
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MANUFACTURED HOMES

Single wide	\$250.00	Double wide	\$350.00	Triple wide	\$400.00
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ADDITIONS

Minimum Fee	\$150.00	Over 405 Sq. Ft.	\$0.37/Sq. ft.
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SWIMMING POOLS, SPAS, & HOT TUBS

Commercial Flat Fee	\$100.00
<i>Residential</i>	
Above Ground Flat Fee	\$50.00
In-Ground Flat Fee (<i>includes electric</i>)	\$150.00

DETACHED GARAGES, STORAGE, AND UTILITY/ACCESSORY BUILDINGS

Minimum Fee	\$75.00	Over 301 Sq. Ft.	\$0.25/Sq. Ft.
Electric for Accessory Structures	\$75.00		

PORCH/DECK/SHED ROOF

Up to 750 Sq. Ft. (Minimum)	\$75.00	Over 750 Sq. Ft.	\$0.10/Sq. Ft.
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CARPORT/POLE BARN/POLE SHED (Not Enclosed - Open on at least 2 sides)

Minimum Fee (Up to 500 Sq. Ft.)	\$75.00	Over 500 Sq. Ft.	\$0.15/Sq. Ft.
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SINGLE UTILITY INSPECTION

Trade Permit Minimum Fee	\$75.00
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SIGNS

16 Square Feet	\$0.00	17-32 Square Feet	\$50.00
Over 32 Square Feet	\$100.00	Electrical on/for/around sign	\$75.00

FOUNDATION OR CRAWLSPACE REPAIRS/IMPROVEMENTS

Minimum Fee per item	\$75.00
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IMPERVIOUS SURFACE (concrete, asphalt, pavers, etc.)

Residential Flat Fee	\$75.00	When included with other permit Minimum Fee	\$25
Commercial Minimum Fee	\$100.00		

DEMOLITION (Fire, Safety & EPA Regs)

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

ALTERATIONS/REPAIRS/IMPROVEMENTS

Over 400 Sq. Ft. \$0.25/Sq. Ft., Minimum \$100.00

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

Farm Buildings are exempt UNLESS:

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

MOVING OF ANY BUILDING WITHIN OR INTO THE COUNTY

Minimum Fee \$100.00

BULKHEAD/PIER/BOATLIFT/DOCK (Flat Fee) \$75.00

COMMUNICATION TOWER

Electrical \$75.00 Gas for Generator \$50.00

WIND ENERGY SYSTEMS

Turbines \$2,000.00 each
Reinspection \$100.00 each

SOLAR FARMS

Up to 500 Panels \$250.00 Over 500 Panels \$0.50 Per Panel

COMMERCIAL PERMIT PRICES**NEW CONSTRUCTION & ADDITIONS** \$0.60 sq.ft.

Minimum Permit Fee \$100.00

Alterations \$0.30 sq.ft.

Mechanical, Electrical, Plumbing, Gas \$100.00 each/per suite

MISCELLANEOUS

Walk-in Cooler \$40.00 ea.
Commercial Cooking Hand \$50.00 ea.
Elevator \$100.00
Fire Alarm \$100.00
Fire Sprinklers \$100.00
Temporary Service w/ Trailer \$100.00 ea
Temporary Power Pole \$75.00 ea

If project does not fall into the above fee category then the following may apply:

Up to \$5000.00 \$100.00
Over \$5000.00 \$20.00 per \$1000.00

NEGLIGENCE FEES

Inspection Negligence Fee (Applies to:) \$100.00

- *Inspections called for but not ready
- *Skipping any applicable mandatory inspection
- *Re-Inspections called for without first correcting discrepancies noted by inspector
- *Wrong sub-contractor other than on Trade Affidavit

No Permit Negligence Fee (Applies to:) \$Varies

- *Building or Trade Related Activities performed without first obtaining and paying for a building permit.
Shall result in overall doubling of permit fee.

BUILDING PERMIT FEES DUE AT TIME OF ISSUANCE

All Building Permit fees must be paid in full at time of permit issuance.

*Applicants will be notified within 3-5 days after building permit application is processed, reviewed, and approved. At this time permit fees are due.

*No building permit will be issued without payment of permit fees due.

**BUILDING INSPECTIONS AND PLANNING DEPARTMENT
PERMIT FEE SCHEDULE**

LAND USE DEVELOPMENT FEES - DUE AT TIME OF APPLICATION

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

Zoning Permit	\$25.00	
Special Use Permit	\$400.00	
Temporary Use Permit	\$250.00	
Variance	\$500.00	
Ordinance Text Amendment	\$500.00	
Rezoning Fee		
First 10 Acres	\$650.00	Plus \$10 per Acre over First 10 Acres
Interpretation Challenge/Appeal	\$250.00	*
Zoning/Floodplain Determination Letter	\$25.00	
Subdivision Fee		
Major Subdivision		
Preliminary Plan	\$50.00	Per Lot
Construction Drawing	\$50.00	Per Lot
Final Plat Plan	\$50.00	Per Lot
Minor Subdivision	\$200.00	Per Lot created & transfer plats
Planned Development		
Master Plan	See Rezoning	
Preliminary Plan	\$50.00	Per Lot
Construction Drawing	\$50.00	Per Lot
Final Plat	\$50.00	Per Lot
Commercial Site Plan Review		
Major	\$200.00	
Minor	\$100.00	
Stormwater Review Fee/Deposit		
**Major Commercial/Residential Subdivision	(Over 5 acres)	\$6,000.00
Minor Commercial/Residential Subdivision	(3 or 4 lots)	\$2,500.00
**Minor Commercial Site Plan Review		\$3,700.00
Residential Site Plan		\$2,500.00

LAND DISTURBING ACTIVITY

Fill Permit	\$50.00
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NOTES:

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

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

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

* Board of Adjustments, Planning Board or Board of Commissioners

GIS

Prints

Xerox Copies

Size	Black & White Price	Color Price
8.5 * 11	\$0.00	\$1.00
8.5 * 14	\$0.00	\$2.00
11 * 17	\$1.00	\$5.00

Plotter Copies

24 * 36	\$10.00	\$15.00
36 * 48	\$10.00	\$20.00

Camden County Street Maps \$1.00

Electronic Media - Data Files

Data Type	Price
CD	\$5.00
GIS Parcel Layer	\$150.00
Each additional layer	\$25.00
Digital Orthophotography	\$100.00

Customized GIS Work

Any customized GIS projects will be charged a per hour fee of: \$60.00
a minimum of 1 hour charged.

Code Enforcement

Fees for Abatement of Property by County

Grass Cutting	\$150.00/half acre	\$300.00/acre
Debris Removal		\$500 plus tipping fees
Car Removal	All Costs Incurred by the County	
Administrative Cost (This will be added to each Abatement)		\$75.00
Removal of Structures	All Costs Incurred by the County**	

Fees are for Chapter 94 for Public Nuisances and Chapter 90 for Abandoned and Junk

Motor Vehicles

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

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

Parks & Recreation

Recreation Youth Sports Registration Fees:

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

Saturday Night Open Gym for Basketball

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

Thursday Night Open Gym for Adult Volleyball

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

Register of Deeds

Deeds of Trust & Mortgages	\$64.00 for 1st 35 pages, \$4.00 for each additional page
Instruments in General Fee	\$26.00 for 1st 15 pages, \$4.00 for each additional page + \$2.00 per party indexed above 20
Plats	\$21.00 per plat
Right of Way/Hwy Plat	\$21.00 for 1st page, \$5.00 for each additional page
Multiple Instrument Fee	\$10.00 additional fee
UCC Recording	\$38.00 for 2 page document \$45.00 for documents over 2 pages
Non Standard Doc Fee	\$25
Certified Copy of Document	\$5.00 for 1st page, \$2.00 for each additional page
Certified Copy Vital Record	\$10.00 each
Amended Birth & Death	\$10.00 ROD & \$15.00 NC Vital Record
Marriage License	\$60.00
Delayed Marriage or Birth	\$20.00 including 1 certified copy
Corrected Vital Record	\$10.00
Legitimation	\$10.00
Military Records	No Fee
Notary Oath	\$10.00
Photocopy Plat (18 * 24)	\$3 each
Photocopy legal or letter size	\$0.20 each
Photocopy ledger size	\$0.40 each

Sheriff's Office

Office Fees

Concealed Carry Permit

<i>New</i>	\$90.00
<i>Renew</i>	\$75.00

Weapon Purchase Permit	\$5.00
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Fingerprints	\$10.00
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Civil Process Service

<i>In-State</i>	\$30.00
<i>Out of State</i>	\$50.00

Other

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

Dog/Cat Tag Fee

Annual	\$5.00
Lifetime	\$30.00
Kennel Fee	\$20.00

Wild/Exotic Animal

Annual	\$5.00
Lifetime	\$30.00

Senior Center

1. The Camden County Board of Commissioners permits the use of the Senior Center after 5:00 pm Monday through Friday to governmental agencies, civic clubs and other clubs benefiting the county without charge provided the meeting or gathering is to conduct business pertaining to that agency/club.

2. Other non-profit agencies, clubs (civic clubs, bridge clubs, etc.), individuals and associations are permitted to use the Center after 5:00 pm Monday through Friday by paying the following fees:

Maximum of 2 hours use	\$25.00
Maximum of 4 hours use	\$35.00
Maximum of 6 hours use	\$40.00
Maximum of 8 hours use	\$60.00
Use of the Kitchen (additional)	N/A

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

Maximum of 2 hours use	\$50.00
Maximum of 4 hours use	\$75.00
Maximum of 6 hours use	\$100.00
Maximum of 8 hours use	\$120.00
Use of the Kitchen (additional)	\$50.00

4. Rental Fees will not include the use of the Senior Centers Craft Room, Exercise Room or the office space in the Center.

5. Alcoholic beverages are not permitted in the Senior Center or elsewhere on County property.

6. No confetti or like material is allowed in the Center. No streamers or like objects are allowed to be hung from the ceiling of the Center. All trash and garbage must be removed by the user.

7. Individuals signing the Use Agreement form will be required to provide a deposit in the amount of \$150 (made payable to Camden County) for the use of the Center and an additional \$150 (made payable to Camden County) for the use of the kitchen when obtaining the key to the Center. Fees are to be waived for volunteers.

8. Deposits will be returned when the key to the Senior Center is returned, providing the facilities are left in the condition in which they were found when the user arrived and nothing has been damaged or left improperly cleaned and all furnishings and furniture have been returned to their original places.

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

Facility not left clean and orderly	\$50.00
Key not returned the next business day	\$10.00 per day/\$25 Lost Key
Key not returned within three business days	forfeit deposit
Damage of facility or contents	forfeit deposit

**additional charges (legal and monetary) may apply depending on damage*

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

Tax Administration Office

Golf Cart Permits

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

Beer and Wine Fees

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

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

Beer at retail:

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

Wine at retail:

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

Beer and Wine:

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

South Camden Water & Sewer

WATER SERVICE FEES

Monthly Base Rate

Gallons	Cost
0-2,000	\$25.00 per month

ADDITIONAL MONTHLY USAGE

Gallons	Cost
2,001-5,000	\$5.50 per 1,000 gallons
5,001-10,000	\$6.20 per 1,000 gallons
10,001-15,000	\$6.90 per 1,000 gallons
15,001-20,000	\$7.60 per 1,000 gallons
20,001 and up	\$8.30 per 1,000 gallons

Local Govt/Board of Education/Commercial

Same as above

Bulk Water (except contracted sales)

\$6.91 per 1,000 gallons

Fire Service (sprinkler systems)

Base rate per month

Deposits, Charges & Fees

Rent deposit	\$200.00
Fire Hydrant Meter	\$300.00
Open/reopen/transfer account	\$20.00
Reread meter/our read correct	\$15.00
Reread meter/our read incorrect	No charge
Reconnection Fee	\$35.00 7:00 am - 3:15 pm
<i>(if not paid by 8 am on disconnection day)</i>	\$60.00 3:16 pm - 5:00 pm
Late payment penalty	\$10.00
Non-Sufficient Funds	\$35.00
Meter Tampering Fee	\$200.00
Turn off fee	\$15.00 <i>(per occurrence)</i>
Meter testing fee	\$15.00 <i>(No charge if more than 2.5% inaccurate)</i>
Bacteriological	\$45.00

Water Connection Fees

(includes \$1,500 Tap Fee)

3/4 inch	\$4,000.00
1 inch	\$5,667.00
2 inch	\$14,833.00
3 inch	\$28,167.00
4+ inch	*request rate table
6 inch fire svc	\$4,000.00
Hwy Bore	\$2,000.00

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

Attachment: Schedule of Fees 2023-2024 - June 5th agenda (Proposed FY 2023-2024 Budget)

SEWER SERVICE FEES

Monthly Base Rate

	<u>Gallons</u>	<u>Cost</u>
Residential*	0 - 2,000	\$29.00
Commerical	0 - 2,000	\$40.00

ADDITIONAL MONTHLY USAGE

<u>Gallons</u>	<u>Residential*</u>	<u>Commercial</u>
	(all prices residential & commercial per 1,000 gallons)	
2,001 - 5,000	\$7.50	\$8.50
5,001 - 10,000	\$8.20	\$9.20
10,001 - 15,000	\$8.90	\$9.90
15,001 - 20,000	\$9.60	\$10.60
20,001 and up	\$10.30	\$11.30

**Residential: Includes Apartments & Townhouse Units*

GOVERNMENT & SCHOOLS

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

HIGH STRENGTH

\$11.50 each additional 1,000 gallons

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

Sewer Connection Fees

Sewer Tap Fee

Low pressure main with 3/4 inch water service	\$8,300
Gravity 4" connection	\$3,500

Commercial: Fees are based on water meter size

The cost of sewer connection with larger than 3/4 inch water service will be the responsibility of the owner. Consideration will be given on a case by case basis to pay capacity fee over time.

Sewer Capacity Fees

3/4 inch	\$7,400
1 inch	\$12,333
2 inch	\$39,467
3 inch	\$78,933
4+ inch	*request rate table

ADDITIONAL FEES & FINES

Parts & Labor: For changing service size, location, or repairs for damage to the districts property.

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

Labor:

\$35.00	per man per hour
\$75.00	per hour for backhoe
\$10.00	per foot for bores up to 2"

Repairs requiring contracted labor will be billed at invoice cost.

Fines for Violation of Fats, Oil & Grease Control Ordinance

Minor Violations

Offense	1st	2nd	3rd	4th & Up
Failure to submit records	Warning	\$100.00	\$150.00	\$500.00
Inspection hindrance	Warning	\$100.00	\$150.00	\$500.00
Failure to maintain on-site records	Warning	\$100.00	\$150.00	\$500.00
Failure to meet sample standards	Warning	\$100.00	\$150.00	\$500.00

Moderate Violations

Failure to maintain interceptors in proper working order	\$150.00	\$300.00	\$500.00	\$1,000.00
Failure to clean out interceptor every 30 days	\$150.00	\$300.00	\$500.00	\$1,000.00

Major Violations

Source of sewer blockage (minimum) \$500 and not more than \$10,000 plus cost of cleaning lines

Source of sanitary sewer overflow (minimum) \$1,000 plus cost of cleaning lines

Falsification of records \$1,000

Public Records

Copy Fees

Public Records (Black/White)

8.5 * 11 and 8.5 * 14	\$0.15/page
With printed pictures	\$0.30/page
11 * 17	\$0.35/page

Public Records (Color)

8.5 * 11 with Pictures	\$0.50/page
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*Counties are not required to create a public record that is not already in existence. However, the municipality may elect to create the record if it determines that the record will provide an ongoing benefit to the county and/or its citizens.

Public Library

8.5 * 11 & 8.5 * 14 (Black/White)	\$0.15/page
8.5 * 11 & 8.5 * 14 (Color)	\$0.25/page
11 * 17 (Black/White)	\$0.20/page
11 * 17 (Color)	\$0.50/page
Incoming Fax	\$0.15/page
Outgoing Fax (local & toll free)	\$1.50 up to 10 pages, add 'l \$0.15/page over 10
Inter Library Loan	\$4.00
Proctoring	No Charge

Stormwater/Watersheds

1. FCPA - Fixed Cost Per Account = Currently estimated at .64 per Parcel
2. ERU - Impervious Area Rate - Equivalent Residential Units Rate
Average Impervious Area of a Single Family Residence = 4,500 sq. ft. = 1 ERU
(Equivalent Residential Unit) which is approximately 1/10 of an acre.
3. GA - Gross Acreage Rate in \$/acre - See Table Below

Rate Structure

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

Rate Table

Watersheds	FCPA	ERU Rate	GA Rate	Total Fee
North River	\$0.64/Parcel	\$10.00/ERU	\$0.25/Acre	\$10.89
Sawyer's Creek	\$0.64/Parcel	\$10.00/ERU	\$0.25/Acre	\$10.89
Shiloh	\$0.64/Parcel	\$10.00/ERU	\$0.25/Acre	\$10.89
South Mills	\$0.64/Parcel	\$12.80/ERU	\$0.32/Acre	\$13.76
				per Single Family Home

*exemptions itemized in the stormwater ordinance.

CAMDEN COUNTY
Approved Fee Schedule Certification

Continuing Authority of Commission

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

Same-False statements

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

The foregoing instrument was duly approved and adopted at a meeting of the Camden County Board of Commissioners, said meeting date June 5th, 2023.

ATTEST:

Tiffney White, Chairperson
Camden County Board of Commissioners

Karen M. Davis
Clerk to the Board of Commissioners

CHANGES TO THE SCHEDULE OF FEES

2022-2023

Proposed 2023-2024

<i>Building Inspections & Planning</i>		
Swimming Pools, Spas & Hot tubs	Electric for Above Ground \$75	Remove line
Detached Garages, Storage & Utility/Accessory Buildings	Over 400 sq ft \$0.25/sq ft	Over 301 sq ft \$0.25/sq ft
Commercial Permit Prices		Add New Construction & Additions \$0.60 sq ft
Commercial Permit Prices		Add Minimum Permit Fee \$100
Commercial Permit Prices		Add Alterations \$0.30 sq ft
Commercial Permit Prices		Add Mechanical, Electrical, Plumbing, Gas \$100 each/per suite
Mechanical	Remove title Mechanical	Add Miscellaneous
Miscellaneous	HVAC Fire damper/smoke damper \$5 each	Remove HVAC Fire damper/smoke damper \$5 each
Miscellaneous		Add Elevator \$100
Miscellaneous		Add Fire Alarm \$100
Miscellaneous		Add Fire Sprinkles \$100
Miscellaneous		Add Temporary Service with Trailer \$100
Miscellaneous		Add Temporary Power Pole \$100
Plumbing		Remove entire section
Electrical		Remove entire section
Gas		Remove entire section
Miscellaneous		Add if project does not fall into the above fee category then the following may apply: Up to \$5000 = \$100, Over \$5000 = \$20 per \$1000
<i>Parks & Recreation</i>		
Recreation Youth Sports Sponsor Fee	Team sponsor fee \$200	Remove Team sponsor fee \$200
<i>Public Library</i>		
8.5*11 & 8.5*14 (Black/White)	\$0.10	\$0.15
Incoming Fax	\$0.10	\$0.15
Outgoing Fax (long distance)	\$1.25 up to 10 pages, add'l \$0.10/page over 10	Remove line



**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

New Business

Item Number: 6.A
Meeting Date: June 05, 2023
Submitted By: Lisa Anderson, Tax Administrator
Taxes
Prepared by: Lisa Anderson
Item Title April Monthly Report
Attachments: Tax Report (PDF)
Summary: April Monthly Report
Recommendation: Review and approve

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

OUTSTANDING TAX DELINQUENCIES BY YEAR

<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2022	244,255.91	45,807.07
2021	101,925.13	8,192.40
2020	47,459.72	3,420.76
2019	24,569.09	1,850.57
2018	18,461.77	1,080.65
2017	11,434.96	1,289.46
2016	7,439.45	1,035.04
2015	6,123.07	628.26
2014	8,081.16	969.00
2013	6,206.46	4,618.93

Attachment: Tax Report (Tax Report)

TOTAL REAL PROPERTY TAX UNCOLLECTED	475,956.72
TOTAL PERSONAL PROPERTY UNCOLLECTED	68,892.14
TEN YEAR PERCENTAGE COLLECTION RATE	99.40%
COLLECTION FOR 2023 vs. 2022	55,970.71 vs. 120,779.24

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2022	97.04%
2021	98.85%
2020	99.36%

THIRTY LARGEST UNPAID ACCOUNTS

SEE ATTACHMENT "A"

THIRTY OLDEST UNPAID ACCOUNTS

SEE ATTACHMENT "B"

EFFORTS AT COLLECTION IN THE LAST 30 DAYS**ENDING April 2023****BY TAX ADMINISTRATOR**43 NUMBER DELINQUENCY NOTICES SENT29 FOLLOWUP REQUESTS FOR PAYMENT SENT2 NUMBER OF WAGE GARNISHMENTS ISSUED3 NUMBER OF BANK GARNISHMENTS ISSUED250- NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR
TO DELINQUENT TAXPAYER0 NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)0 PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF
TAX ADMINISTRATOR0 NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO
COUNTY ATTORNEY0 NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR
COLLECTION (I.D. AND STATUS)0 REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS0 NUMBER OF JUDGMENTS FILED

Attachment: Tax Report (Tax Report)

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-8929-00-34-2503.0000	16,676.06	2	STONEBRIAR COMMERCIAL FINANCE	SOUTH MILLS	
R	02-8943-01-17-4388.0000	11,143.88	2	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	03-8971-00-23-2253.0000	9,306.61	2	ABODE OF CAMDEN, INC.	SHILOH	187 C THOMAS POINT RD
R	02-8944-00-40-4542.0000	8,865.17	1	EDWARD HUNTER	CAMDEN	160 C SAND HILLS RD
R	02-8934-01-18-8072.0000	7,103.79	2	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	02-8935-02-66-7093.0000	6,782.56	2	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	01-7999-00-62-3898.0000	5,890.92	2	MICHAEL ASKEW	SOUTH MILLS	257 A OLD SWAMP RD
R	03-8962-00-05-0472.0000	5,801.13	2	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	02-8943-01-06-9013.0000	5,760.62	2	JEWEL H. DAVENPORT	CAMDEN	WINDY HEIGHTS DR
R	02-8934-01-29-4617.0000	5,748.12	2	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	03-8943-02-75-4196.0000	5,728.00	2	SHERRILL M PRICE JR	SHILOH	115 COOKS LANDING RD
R	01-7989-00-01-1714.0000	5,589.67	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8945-00-41-2060.0000	5,369.46	2	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	02-8916-00-39-5170.0000	5,319.70	2	DONALD RAY JONES	CAMDEN	670 343 HWY N
R	03-9809-00-24-8236.0000	5,213.35	2	GENE W IRBY	SHILOH	503 SAILBOAT RD
R	03-9809-00-23-4988.0000	5,097.20	2	WANDA H WELLS	SHILOH	104 HIGH RD
R	03-8973-00-53-0748.0000	5,096.48	2	MORRIS L. KIGHT III	SHILOH	142 STANLEY LN
R	02-8954-00-43-8538.0000	4,941.32	2	BILLY ROSS FEREBEE	CAMDEN	237 PALMER RD
R	03-8961-00-68-3593.0000	4,381.87	2	EDWARD LANE MOORE	SHILOH	169 RAYMONS CREEK RD
R	02-8934-04-72-0416.0000	4,155.76	2	PAULINE JETTE	CAMDEN	238 COUNTRY CLUB RD
R	03-8972-00-44-8500.0000	4,137.94	2	ABODE OF CAMDEN INC.	SHILOH	343 HWY S
R	03-8961-00-38-7383.0000	4,010.86	1	DAVID G. REIFEL	SHILOH	160 BAYBREEZE DR
R	02-8935-04-63-0820.0000	3,990.30	1	BELCROSS PROPERTIES, LLC	CAMDEN	197 158 US E
R	02-8934-03-31-9750.0000	3,690.92	1	CAROLYN MCDANIEL	CAMDEN	195 COUNTRY CLUB RD
R	02-8937-00-50-2005.0000	3,386.27	1	BRENDA MOORE	CAMDEN	197 HERMAN ARNOLD RD
R	03-8990-00-17-3935.0000	3,352.06	2	KARL L ADCOCK	SHILOH	100 CATALAN DR
R	03-8971-00-54-7373.0000	3,307.86	2	DWAYNE HARRIS	SHILOH	125 ONE MILL RD
R	03-8889-00-48-7259.0000	3,297.82	2	ROBERT AND JANETTE TEMPLETON	SHILOH	127 SAILBOAT RD
R	01-7090-00-64-6040.0000	3,295.22	1	LINTON RIDDICK	SOUTH MILLS	129 LILLY RD
R	01-7090-00-92-5561.0000	3,244.45	2	MAINSTAY CONSTRUCTION, INC	SOUTH MILLS	GENERALS WAY

Attachment: Tax Report (Tax Report)

05/24/23 14:53:31

Delinquencies Top-30 Unpaid

1

Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	02-8935-02-66-7093.0000	10	6,782.56	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	01-7989-00-01-1714.0000	10	5,589.67	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8965-00-37-4242.0000	10	3,077.96	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8962-00-04-9097.0000	10	2,988.80	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	01-7999-00-95-3587.0000	10	2,613.78	WALTER TURNER HEIRS	SOUTH MILLS	CAROLINA RD
R	03-8899-00-45-2682.0000	10	2,245.98	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8952-00-95-8737.0000	10	2,233.18	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	2,022.09	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7988-00-91-0179.0001	10	2,014.88	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	01-7999-00-12-8596.0000	10	1,943.65	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	03-8943-04-93-8214.0000	10	1,862.04	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7091-00-64-6569.0000	10	1,814.42	CLARENCE D. TURNER JR.	SOUTH MILLS	STINGY LN
R	02-8926-00-13-6839.0000	10	1,407.85	NORTHEASTERN COMMUNITY	CAMDEN	123 TRAFTON RD
R	02-8935-01-07-0916.0000	10	1,202.28	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	02-8936-00-24-7426.0000	10	948.81	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	01-7090-00-60-5052.0000	10	840.78	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	01-7989-04-60-1568.0000	10	806.07	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-90-0938.0000	10	791.77	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	01-7989-04-60-1954.0000	10	786.75	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	01-7080-00-62-1977.0000	10	719.09	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	02-8955-00-13-7846.0000	10	592.37	MARIE MERCER	CAMDEN	IVY NECK RD
R	03-9809-00-33-4725.0000	10	441.32	DENNIS CREASY	SHILOH	SAILBOAT RD
R	03-8980-00-61-1968.0000	10	417.12	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	03-9809-00-53-4358.0000	10	406.96	WILLIAM G. YATES	SHILOH	SAILBOAT RD
R	03-8899-00-36-1568.0000	10	367.55	PETER BUTSAVAGE	SHILOH	HIBISCUS RD
R	03-8962-00-55-5300.0000	10	310.71	OCTAVIA COPELAND HEIRS	SHILOH	457 NECK RD
R	01-7090-00-95-5262.0000	10	307.16	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-9809-00-54-8280.0000	10	306.72	RODNEY STEVEN SPIVEY &	SHILOH	SAILBOAT RD
R	03-8980-00-84-0931.0000	10	293.76	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	03-9809-00-66-0120.0000	10	262.25	RANDELL CRIDER	SHILOH	SAILBOAT RD

05/24/23 14:53:33

Delinquencies Top-30 Oldest

1

Attachment: Tax Report (Tax Report)

M.L. ... 11/25/23

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001089	33,009.80	1	EASTERN CAROLINA CONST, INC.	CAMDEN	150 A 158 HWY E
P	0002941	2,059.39	2	BARKER'S TRUCKING, INC	SHILOH	108 SASSAFRAS LN
P	0000295	1,126.07	4	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001709	947.26	6	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0003721	792.00	2	JIMMY'S TRUCKING & HAULING LLC	CAMDEN	127 TRAFTON RD
P	0001721	693.51	2	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD
P	0003192	583.73	1	ROBERT JESSE-ALDERMAN HUDGINS	CAMDEN	409 343 HWY N
P	0001046	543.81	1	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	520.66	10	PAM BUNDY	SHILOH	105 AARON DR
P	0003537	469.87	1	NATHAN MARC SEBURA	CAMDEN	343 HWY N
P	0003513	449.27	1	JULIE PORTER	CAMDEN	431 158 US W
P	0003512	397.83	1	WILLIAM ANTHONY POPE JR	CAMDEN	214 SMITH DR
P	0003907	386.53	2	PAUL DAVID RUSSELL	SOUTH MILLS	114 OTTERS PL
P	0000297	368.21	1	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0003017	337.95	1	MARK STANLEY MICHALSKI	SOUTH MILLS	138 CAROLINA RD
P	0003773	337.89	2	SEVAN NERO BARTLETT	CAMDEN	197 HERMAN ARNOLD RD
P	0003715	314.76	1	CHARLES CHANNING ROTEN	SOUTH MILLS	302 34 HWY N
P	0003415	302.75	2	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0000945	294.86	2	RAMONA F. TAZEWEILL	CAMDEN	239 SLEEPY HOLLOW RD
P	0003547	292.19	2	NICHOLAS W. STOTTS	CAMDEN	431 158 US W
P	0002902	281.09	2	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0003208	271.52	2	RICKY W JOHNSON	CAMDEN	113 PALMER RD
P	0001545	270.35	2	LOUIS RUGGERI	CAMDEN	390 CAMDEN CSWY
P	0003075	262.38	2	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0001104	258.76	1	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0003478	253.59	1	JOHN PETER LEARY	SOUTH MILLS	971 343 HWY N
P	0002525	251.35	1	JOSEPH VINCENT CARDYN	SHILOH	260 ONE MILL RD
P	0000772	232.65	2	COSBY BAKER	SOUTH MILLS	114 BINGHAM RD
P	0002643	231.93	1	JASON RYAN MCCALLISTER	SOUTH MILLS	102 COUNTRY MEADOWS D
P	0003662	231.58	2	JEFFREY CLAYTON COLLIER	CAMDEN	152 158 US W

Attachment: Tax Report (Tax Report)

05/24/23 14:53:56

Delinquencies Top-30 Unpaid

1

Attachment 6.A.a
Personal

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001072	10	520.66	PAM BUNDY	SHILOH	105 AARON DR
P	0001709	8	947.26	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001046	8	543.81	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	8	226.96	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001538	8	216.33	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0001106	8	200.27	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001694	8	128.34	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0000295	7	1,126.07	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000770	7	134.40	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0002921	7	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0000945	6	294.86	RAMONA F. TAZEWEILL	CAMDEN	239 SLEEPY HOLLOW RD
P	0002468	6	221.37	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
P	0002968	6	202.44	MICHAEL WILLIAM MAINELLO	SOUTH MILLS	237 KEETER BARN RD
P	0001150	6	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0001689	6	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0002902	5	281.09	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0001512	5	213.49	JOHN WESLEY BURGESS, JR.	CAMDEN	431 158 USY W
P	0002942	5	100.25	JAMES P. VASILOPOULOS	CAMDEN	346 343 HWY S
P	0003513	4	449.27	JULIE PORTER	CAMDEN	431 158 US W
P	0003415	4	302.75	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0003075	4	262.38	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0003414	4	199.71	EDWARD A. BILL	CAMDEN	152 158 US W
P	0003096	4	191.26	DANIEL ELWOOD BRIGHT	CAMDEN	109 JUNIPER DR
P	0002978	4	177.22	JONATHAN LEWIS PUGH	SOUTH MILLS	206 MAIN ST
P	0003035	4	173.24	ROBERT HENRY LEE	SHILOH	121 BEECH TREE DR
P	0003487	4	171.51	MICHAEL RONALD MAYO II	CAMDEN	146 BELCROSS RD
P	0003495	4	147.34	ALY MOHAMAD	SHILOH	100 BROAD CREEK RD
P	0002056	4	114.25	MICHAEL T. COPELAND	CAMDEN	106 DOGWOOD DR
P	0003378	4	108.36	JAMES KELLEY WIGFIELD	CAMDEN	441 158 US E
P	0001721	3	693.51	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD

Attachment: Tax Report (Tax Report)

05/24/23 14:53:58

Delinquencies Top-30 Oldest

1

reversed
 10/1/2023 10:11:11 AM



Board of Commissioners

AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.B
Meeting Date: June 05, 2023

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

Item Title	BusPatrol Automated School Bus Cameras - Britton Overton
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Attachments:

BusPatrol-AgendaSummary (DOCX)

BusPatrol Ordinance_Camden County DRAFT (DOCX)

Appeals Board_School Bus Stop Arm Violations DRAFT (DOCX)

BusPatrol Brochure (PDF)

installation and operation of auto scl bus camera (PDF)

use of photographs or videos recorded by auto (PDF)

Agenda summary and supporting documentation attached.

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

Meeting Date: June 5, 2023

Item Title: BusPatrol Automated School Bus Cameras

SUMMARY:

The National Transportation Safety Board recently called on states to combat school bus stop-arm violations by enacting laws enabling local jurisdictions to install automated enforcement cameras on stop-arms and to issue citations to violators caught on camera. Stop-arm cameras and automated stop-arm enforcement laws permit local law enforcement to leverage technology while enforcing school bus stopping laws. BusPatrol is a school bus safety program that employs the use of stop-arm safety technology. The attached brochure provides a detailed overview of the BusPatrol Program.

North Carolina General Statute requires that a local ordinance be adopted before a Board of Education can consider moving forward with installation and operation of automated school bus safety cameras.

The Board of Commissioners may consider supporting such a program by instructing staff, in consultation with the County Attorney, to provide for its consideration an ordinance as described in North Carolina General Statute 115C-242.1 (b), allowing installation and operation of automated school bus safety cameras.

Camden Schools Transportation Director Britton Overton will present a request for the Board of Commissioners to adopt an Ordinance allowing the Board of Education to consider moving forward with installation and operation of automated school bus safety features.

CHAPTER 132: GENERAL OFFENSES

Section

Failure to Yield to School Bus

132.01 Notice of violation

132.02 Penalties

132.03 Appeals

132.04 Criminal pleadings

FAILURE TO YIELD TO SCHOOL BUS

§ 132.01 NOTICE OF VIOLATION.

(A) The notice of violation shall be given in the form of a citation and shall be received by the registered owner of the vehicle no more than 60 days after the date of the violation.

(B) The citation shall include all of the following:

(1) The date and time of the violation, the location of the violation, the amount of the civil monetary penalty imposed, and the date by which the civil monetary penalty shall be paid or contested;

(2) An image taken from the recorded image showing the vehicle involved in the violation;

(3) A copy of the statement or electronically generated affirmation from a Camden County Sheriff's Office deputy or a law enforcement officer employed by a law enforcement agency with whom an agreement has been reached with the county pursuant to G.S. § 115C-242.1(c) stating that, based upon inspection of the recorded images, the owner's motor vehicle was operated in violation of this subchapter;

(4) Instructions explaining the manner in which, and the time within which, liability under the citation may be contested pursuant to § 132.03;

(5) A warning that failure to pay the civil monetary penalty or to contest liability in a timely manner shall waive any right to contest liability and shall result in a late penalty of \$100, in addition to the civil monetary penalty; and

(6) In citations issued to the registered owner of the vehicle, a warning that failure to pay the civil monetary penalty or to contest liability in a timely manner shall result in refusal by the Division of Motor Vehicles to register the motor vehicle, in addition to imposition of the civil monetary penalty and late penalty.

(C) The citation shall be processed by officials or agents of the county and shall be served by any method permitted for service of process pursuant to G.S. § 1A-1, Rule 4 of the North Carolina Rules of Civil Procedure, or by first-class mail to the address of the registered owner of the vehicle provided on the motor vehicle registration, or, as applicable, to the address of the person identified in an affidavit submitted by the registered owner of the vehicle.

(D) The registered owner of a vehicle shall be responsible for a violation unless the vehicle was, at the time of the violation, in the care, custody, or control of another person or unless the citation was not received by the registered owner within 60 days after the date of the violation. If the registered owner provides an affidavit that the vehicle was, at the time of the violation, in the care, custody, or control of another person or company, the identified person or company may be issued a citation complying with the requirements of division (B) above.

(Ord. passed 4-5-2021)

§ 132.02 PENALTIES.

(A) Violations of this subchapter shall be deemed a noncriminal violation for which a civil penalty shall be assessed and for which no points authorized by G.S. § 20-16(c) and no insurance points authorized by G.S. § 58-36-65 shall be assigned to the registered owner or driver of the vehicle.

(B) The amount of the civil penalty shall be the following:

- (1) First offense: \$400.
- (2) Second offense: \$750.
- (3) All subsequent offenses: \$1,000.

(C) If a citation is not contested pursuant to § 132.03(A), the civil penalty shall be paid by the citation recipient within 30 days after receipt of the citation. If the citation recipient fails either to pay the civil penalty or to request a hearing to contest the citation in accordance with § 132.03(A) within 30 days after receipt of the citation, the citation recipient shall have waived the right to contest responsibility for the violation and shall be subject to a late penalty of \$100 in addition to the civil penalty assessed under this section.

(D) If the citation is contested pursuant to § 132.03(A) and the decision is adverse to the person contesting the citation, the civil penalty shall be paid within 30 days after receipt of the adverse decision, unless the citation recipient appeals the adverse decision pursuant to § 132.03(D). If the adverse decision is appealed, and if the final decision on appeal is adverse to the citation recipient, then payment of the civil penalty is due within 30 days after the citation recipient receives notice of the final adverse decision on appeal.

(E) If the registered owner of a motor vehicle who receives a citation fails to pay the civil penalty when due, the North Carolina Division of Motor Vehicles shall refuse to register the

motor vehicle for the owner in accordance with G.S. § 20-54(11). The county may establish procedures for providing notice to the Division of Motor Vehicles and for the collection of these penalties and may enforce the penalties by civil action in the nature of debt.

(Ord. passed 4-5-2021)

§ 132.03 APPEALS.

(A) A person wishing to contest a citation shall, within 30 days after receiving the citation, deliver to the officials or agents of the county a written request for a hearing accompanied by an affidavit stating the basis for contesting the citation, including, as applicable:

(1) The name and address of the person other than the registered owner who had the care, custody, or control of the vehicle;

(2) A statement that the vehicle involved was stolen at the time of the violation, with a copy of any insurance report or police report supporting this statement;

(3) A statement that the citation was not received within 60 days after the date of the violation, and a statement of the date on which the citation was received; or

(4) A copy of a criminal pleading charging the person with a violation of G.S. § 20- 217 arising out of the same facts as those for which the citation was issued.

(B) If the person to whom a citation is issued makes a timely request for a hearing under division (A) above, a summons shall be issued by any method permitted for service of process pursuant to G.S. § 1A-1, Rule 4 of the North Carolina Rules of Civil Procedure, directing the person to appear at a place and time specified in the summons in order to contest the citation at an administrative hearing.

(C) A non-judicial administrative hearing shall be conducted by an administrative appeals board established by the county for contested citations or penalties issued or assessed under this subchapter.

The decision on a contested citation shall be rendered in writing within five days after the hearing and shall be served upon the person contesting the citation by any method permitted for service of process pursuant to G.S. § 1A-1, Rule 4 of the North Carolina Rules of Civil Procedure. If the decision is adverse to the person contesting the citation, the decision shall contain instructions explaining the manner and the time within which the decision may be appealed pursuant to division (D) below.

(D) A person may appeal an adverse decision of the administrative appeals board to the Camden County, North Carolina District Court by filing a notice of appeal with the Camden County Clerk of Superior Court. Enforcement of an adverse decision shall be stayed pending the outcome of a timely appeal. Except as otherwise provided in this section, appeals shall be in accordance with the procedure set forth in Article 19 of Chapter 7A of the General Statutes applicable to appeals from the Magistrate to the District Court. For purposes of

calculating the time within which any action must be taken to meet procedural requirements of the appeal, the date upon which the person contesting the citation is served with the adverse decision shall be deemed the date of entry of judgment.

(Ord. passed 4-5-2021)

§ 132.04 CRIMINAL PLEADINGS.

(A) In the event a person is charged in a criminal pleading with a violation of G.S. § 20-217, all of the following shall apply:

(1) The charging law enforcement officer shall provide written notice containing the name and address of the person charged with a violation of G.S. § 20-217 and the date of violation to the Camden County Sheriffs Office or the law enforcement agency with whom the county has entered an agreement pursuant to G.S. § 115C-242.1(c) to affirm a violation of this subchapter;

(2) After receiving notice that a person has been charged with a violation of G.S. § 20-217, the county or a private vendor contracted with under G.S. § 115C-242.1 to process the civil citations shall not issue a civil citation imposing a civil penalty against that person arising out of the same facts as those for which the person was charged in the criminal pleading; and

(3) The county or a private vendor contracted with under G.S. § 115C-242.1 to process the civil citations shall issue a full refund of any civil penalty payment received from a person who was charged in a criminal pleading with a violation of G.S. § 20-217 if the civil penalty arose out of the same facts as those for which that person was charged in the criminal pleading, together with interest at the legal rate as provided by G.S. § 24-1 from the date the penalty was paid until the date of the refund.

(B) The county shall provide each law enforcement agency within its jurisdiction with the name and address of the county official or other law enforcement official employed by a law enforcement agency with whom the county has entered an agreement pursuant to G.S. § 115C-242.1(c) to affirm a violation of this subchapter to whom written notice of persons charged with a violation of G.S. § 20-217 should be given pursuant to division (A) above.

(Ord. passed 4-5-2021)

**CAMDEN COUNTY
NORTH CAROLINA**

**BYLAWS
OF
ADMINISTRATIVE APPEALS BOARD
FOR SCHOOL BUS STOP ARM VIOLATIONS**

ARTICLE I

NAME

The name of the organization is hereby designated as the “Camden County Administrative Appeals Board for School Bus Stop Arm Violations.” It is hereinafter referred to as the “Appeals Board”.

ARTICLE II

PURPOSE

The purpose of the Camden County Administrative Appeals Board for School Bus Stop Arm Violations is to hear contested citations arising out of Camden County’s “Ordinance for the Civil Enforcement of North Carolina General Statute § 20-217 By Means of an Automated School Bus Safety Camera Installed and Operated on Any School Bus Within Camden County” (hereinafter referred to as the “Ordinance”).

ARTICLE III

MEMBERSHIP

Section 1. Members

The Appeals Board shall consist of three members and two alternates appointed by the Camden County Board of Commissioners (hereinafter referred to as the “Commissioners”) as follows:

1. One Camden County full-time or part-time employees, not including employees of the Camden County Sheriff’s Office.
2. One Camden County Schools full-time or part-time employee.
3. One Camden County resident.
4. One Camden County full-time or part-time employee, not including employees of the Camden County Sheriff’s Office to serve as an alternate.
5. One Camden County Schools full-time or part-time employee to serve as an alternate.
6. One Camden County resident to serve as an alternate.

Section 2. Terms

Members and alternates of the Appeals Board shall serve three-year terms, or for the remainder of the unexpired term of a member or alternate who has resigned, been removed by the Commissioners, or otherwise vacated their membership position. Members of the Appeals Board shall be limited to three consecutive terms, unless waived; however, members may be reappointed after remaining off the Committee for at least one year. Alternates are not limited in the number of terms served.

Section 3. Vacancies in Membership and Removal of Members

Any vacancy occurring in membership of the Appeals Board shall be filled by the Commissioners. Members serve at the pleasure of the Commissioners and may be removed, with or without cause, at any time by a majority vote of the Commissioners.

Section 4. Voting Members

All members of the Appeals Board designated in Section 1 above shall be voting members of the Appeals Board, with the exception of the alternates if all members are present for the hearing.

Section 5. Quorum

It shall be necessary for all three members, or two members and an alternate, or one member and two alternates, to be present to constitute a quorum of the Appeals Board and an affirmative vote of the majority of those present at an Appeals Board hearing shall be required to constitute official action of the Appeals Board.

ARTICLE IV

ORGANIZATION

Section 1. Officers

The regular members of the Appeals Board shall elect among themselves two officers of the Appeals Board, a Chairman and a Vice-Chairman. The Chairman and Vice-Chairman of the Committee shall be elected in the following manner:

- A. The Chairperson and the Vice-Chairperson shall be elected by the Appeals Board prior to the first hearing of each year called into session.
- B. The Chairperson and Vice-Chairperson shall serve terms of one year in their respective offices and shall be limited to two successive full terms.

Section 2. Duties of Officers

The responsibilities of the Chairperson and the Vice-Chairperson shall be as follows:

- A. The Chairperson shall preside at hearings, administer oaths to witnesses, rule on all points of order and procedure, maintain order and proper decorum, and conduct other appropriate Appeals Board activities as necessary.
- B. The Vice-Chairperson shall assume the responsibilities of the Chairperson in his or her absence, when the Chairperson is temporarily unable to serve, or as directed by the Chairperson.

ARTICLE V

RESPONSIBILITIES OF THE COMMITTEE

The duties and responsibilities of the Committee shall include:

- A. The Appeals Board shall hear and decide contested citations or penalties issued or assessed under the Ordinance.
- B. Any other responsibilities or duties assigned to the Appeals Board by the Commissioners, not inconsistent with the North Carolina General Statutes.

ARTICLE VI

HEARINGS

Section 1. Hearings

Hearings shall be scheduled as necessary to hear contested citations or penalties issued or assessed under the Ordinance.

Section 1. Notice

A summons shall be issued by any method permitted for service of process pursuant to G.S. 1A-1, Rule 4 of the North Carolina Rules of Civil Procedure, directing the person to appear at the place and time specified in the summons in order to contest the citation at the hearing.

Section 2. Cancellations and Continuances

Hearings may be cancelled by giving reasonable notice to each Appeals Board member and the person contesting the citation or penalties issued or assessed under the Ordinance and by posting a Notice of Cancellation at the place of the hearing. If the Appeals Board recesses a properly noticed hearing and the time and place at which the hearing is to be continued is announced in open session, no further notice shall be required.

ARTICLE VII

VOTING

Section 1. One Vote Each

Each Appeals Board member, including the Chairperson, shall be entitled to one vote.

Section 2. Proxy Votes

No member shall vote by proxy.

Section 3. Abstentions

Appeals Board members shall not be excused from voting except in cases where the person contesting the citation is an immediate family member or voting would otherwise pose for them a conflict of interest. Any Appeals Board member who determines that a conflict of interest exists shall publicly disclose on the record the nature and extent of such interest and shall not vote on the matter if excused by the other members of the Appeals Board.

Section 4. Determination of Actions

Following the making of a motion and a second, the Chairperson shall restate the motion before calling for a vote. All final actions shall require the favorable vote of a majority of those members present at a duly called hearing.

ARTICLE VIII

RULES AND PROCEDURES OF COMMITTEE HEARINGS

The following rules and procedures shall govern hearings of the Appeals Board:

- A. Appeals Board hearings shall be open to the public and the person requesting the hearing may appear pro se or be represented by an attorney.

- B. The Appeals Board hearing shall be quasi-judicial in nature and any person providing testimony must be sworn in by the Chairperson, Vice-Chairperson, or acting Chairperson. All testimony shall be recorded by audio recording.
- C. The person contesting the citation or penalties assessed shall have the burden of proving that the applicable provisions of the Ordinance were not violated; that they were not in the care, custody, or control of the vehicle at the time of the violation; that the citation was not received in accordance with the Ordinance or was otherwise defective; or that they were charged in a criminal pleading with a violation of G.S. 20-217.
- D. Any person wishing to provide testimony must be sworn in by the Chairperson, Vice-Chairperson, or Acting Chairperson.
- E. Appeals Board members may ask questions at any time during the hearing and may request additional evidence from any party or witness, including continuing the hearing in the interest of fairness.
- F. The parties may present competent, relevant, and material evidence or testimony, cross-examine witnesses, inspect documents, and offer evidence or testimony in explanation or rebuttal.
- G. The Chairperson shall rule on the admissibility of any evidence and any procedural issues that may arise.
- H. Appeals Board members may exclude and not factor into their decision any evidence, testimony, or statements deemed incompetent, irrelevant, immaterial, or unduly repetitious and therefore fail to reasonably address the issues before the Appeals Board.
- I. No Appeals Board member shall discuss any agenda item with the person contesting the citation or penalties assessed, law enforcement officer, or other concerned individuals prior to the hearing.
- J. All discussions and decisions during an Appeals Board hearing shall be public record. No decisions shall be made on any agenda item outside a regularly scheduled or properly called hearing.
- K. The Appeals Board may uphold, reverse, in whole or in part, or may modify the issued citation.
- L. The Appeals Board shall render its decision in writing and signed by the Chairperson within five (5) days after the hearing and shall be served upon the person contesting the citation by any method permitted for service of process pursuant to G.S. 1A-1. The Appeals Board decision shall contain findings of fact and conclusions in support of its decision.

- M. The official record of the decision shall include any and all exhibits presented. Exhibits shall be labeled alphabetically or numerically and kept on file.
- N. Roberts Rules of Order- The Modern Edition shall be followed for parliamentary matters not covered by this Article.

ARTICLE IX

AMENDMENTS

These bylaws may be altered, amended, or rescinded by a majority vote of the Commissioners.

ARTICLE X

RATIFICATION PROVISIONS

These bylaws are adopted and shall be in full force and effect immediately upon a majority vote of approval by the Camden County Board of Commissioners.

THE CAMDEN COUNTY BOARD OF COMMISSIONERS

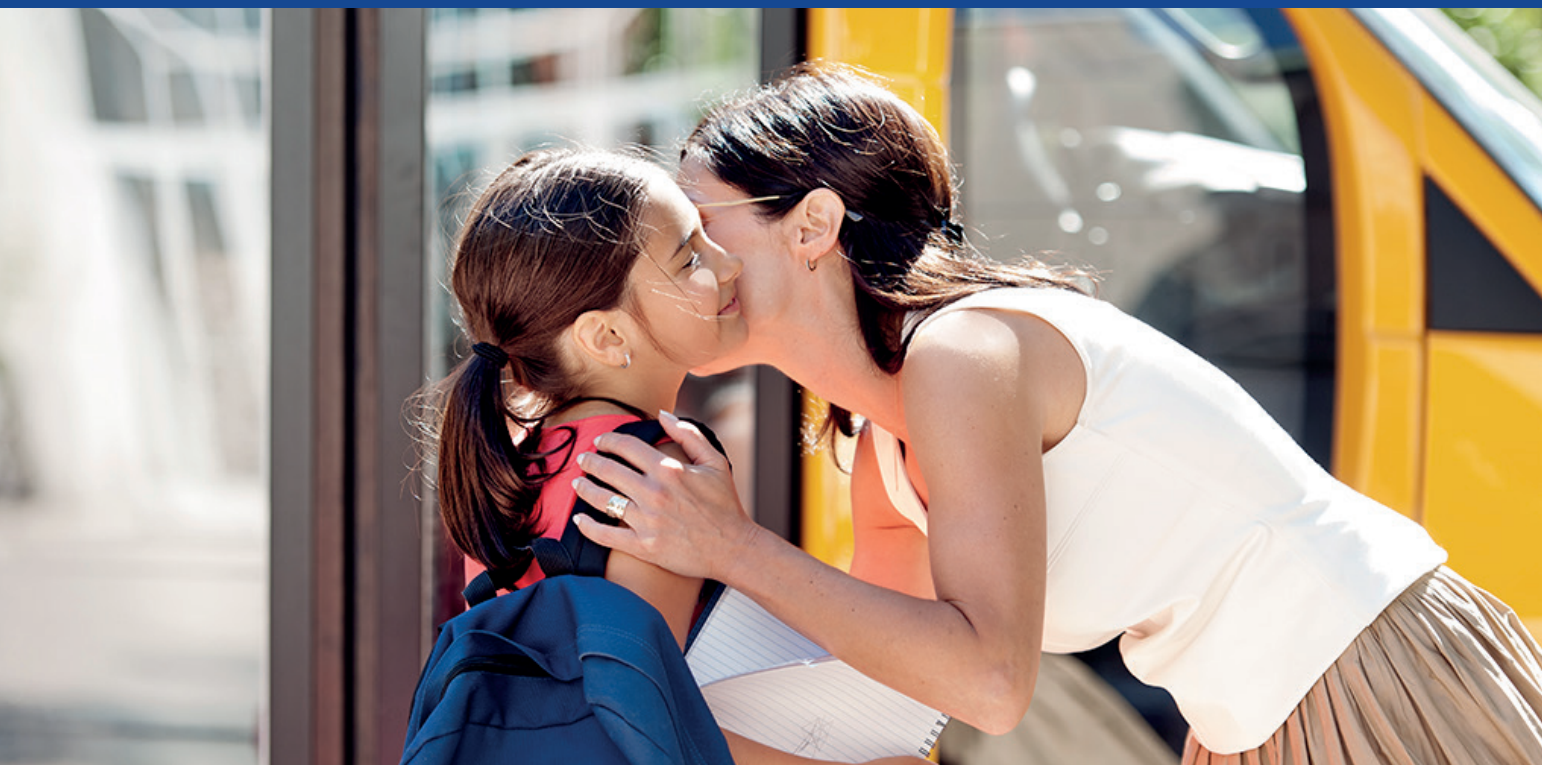
Tiffney White, Chairwoman

ATTEST:

Karen Davis, Clerk to the Board



BUSPATROL



Attachment: BusPatrol Brochure (BusPatrol Automated School Bus Cameras - Britton Overton)

School Bus Safety Program 2021 FAQ Manual

PUPIL TRANSPORTATION SAFETY
SAFER BUSES, SAFER KIDS.

MAY 2021
BUSPATROL.COM

THE PROBLEM—IGNORING SCHOOL BUS STOP-ARMS

Introduction

On October 30, 2018, a driver in Indiana illegally ran a school bus stop-arm and tragically killed three students as they were crossing the street. The bus driver had the vehicle's stop-arm and flashing lights activated as the children were crossing the road.

In April, 2020, the National Transportation Safety Board (NTSB) released its findings on the fatal crash, recommending the use of technology to monitor and prevent collisions of this sort.

In this document, we review stop-arm safety technology, the legislation required to permit its use in enforcement and how BusPatrol's tech-powered programs help school districts crackdown on dangerous driving around school buses.

How Often Do Drivers Illegally Pass School Buses in America?

In 2019, the National Association of State Directors of Pupil Transportation Services (NASDPTS) released data from their annual national survey indicating that **more than 17 million stop-arm violations occur in the United States each year.**

BusPatrol's pilot projects reveal even more staggering safety figures. Recent pilots conducted in several states and provinces **suggest that school buses are illegally passed by drivers between 1.6-3.8 times per bus, per day in both urban and suburban environments.**

BusPatrol recently conducted a one-month study of 10 buses in East Meadow, New York, during which our cameras recorded 615 illegal stop-arm passes, or roughly 2.3 per bus, per day. This represents three times more than the number of tickets given out by Nassau & Suffolk counties during the entire 2018-2019 school year.

“The results of the surveys, conducted annually since 2011, have been unfortunately consistent. The survey results have brought needed attention among state and federal policymakers to the need for greater safety countermeasures.”

Mike LAROCCO, Past President, NASDPTS



Attachment: BusPatrol Brochure (BusPatrol Automated School Bus Cameras - Britton Overton)

CHANGES IN LEGISLATION SUPPORTING SCHOOL BUS SAFETY

Why are Stop-Arm Camera and Automated Enforcement Laws Necessary?

While enforcement and education are critical in helping to change motorist behavior, current models and legal frameworks in most states require that police officers catch motorists in the act of passing a school bus while its stop-arm is deployed to issue a citation. But with roughly 560,000 school buses traveling across more than 4 million miles of road and highway in America, conventional methods are not enough to effectively enforce the law to control stop-arm violations across the country. In addition, it permits local law enforcement officers to focus their energies on other high priority tasks.

The National Transportation Safety Board (NTSB) recently called on states to combat school bus stop-arm violations by enacting laws enabling local jurisdictions to install automated enforcement cameras on stop-arms and to issue citations to violators caught on camera.

Stop-arm cameras and automated stop-arm enforcement laws are necessary as they permit local law enforcement to leverage technology while enforcing school bus stopping laws, and ultimately make roads safer for children.

Has My State Enacted a Law Allowing for Exterior School Bus Cameras and Stop-Arm Program Enforcement?

According to the National Conference of State Legislatures (NCSL), 22 states permit local governments or school districts to use stop-arm cameras to capture evidence and issue tickets for illegally passing stopped school buses based on the images.

Crucially, footage from stop-arm cameras is now admissible in court as evidence, helping police and the communities they serve to enforce long-standing traffic laws and ensure the safety of children on roadways.

Only 10 states have laws in place to permit school districts, cities and counties to implement fully automated stop-arm safety programs.



22

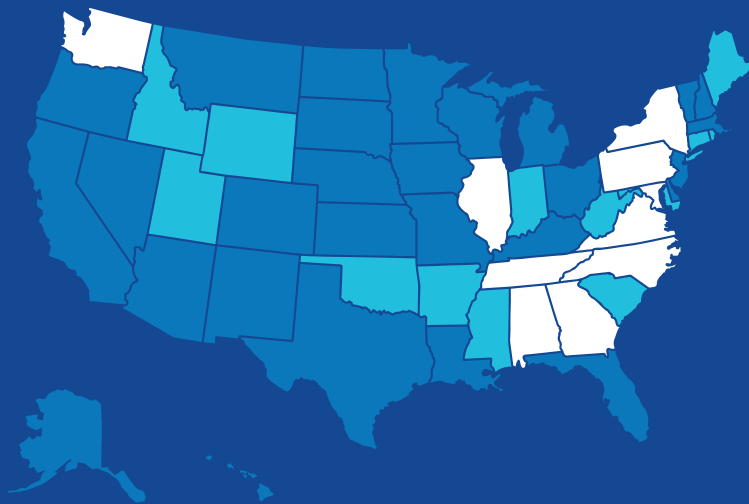
States permit the use of school bus stop arm cameras



evidence

From stop-arm camera footage is now admissible in court

ONLY 10 STATES HAVE LAWS PERMITTING FULLY AUTOMATED ENFORCEMENT PROCESSES.



States with laws permitting fully automated enforcement processes:

Alabama	North Carolina
Georgia	Pennsylvania
Illinois	Tennessee
Maryland	Virginia
New York	Washington

States with Stop-arm enforcement laws:

Arkansas	Oklahoma
Connecticut	Rhode Island
Idaho	South Carolina
Indiana	Utah
Maine	West Virginia
Mississippi	Wyoming

What Are Industry and State Leaders Saying About These Legislative Changes?

average, fewer than 6 fatalities caused by cars illegally passing stopped school buses each year must mean we are doing something right. But we cannot be lulled into complacency. We must keep striving to find a better way to prevent fatalities caused by cars that illegally pass a stopped school bus. Moreover, we must acknowledge and address the role we play in these tragedies."

MIKE MARTIN

NAPT Executive Director

"After the enactment of Act 159, it became evident that more needed to be done to ensure the enforcement of this critical school safety law. Motorist's lack of understanding or flagrant disregard for this law puts students' lives at risk and we must do everything in our power to enforce this law."

PATRICK M. BROWNE

Pennsylvania State Senator
"The fact that there are, on

"Despite the fact that students are much safer being transported to and from school in a school bus, students and adults at the bus stop are still very much at the mercy of inattentive motorists," LaRocco added. "The sheer volume of these illegal passing incidents in a day, let alone an entire school year, is tragic and sobering, particularly when you consider that these injuries and deaths are easily preventable."

MIKE LAROCCO

NASDPTS Past President

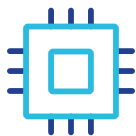
THE SOLUTION—BUSPATROL'S SCHOOL BUS SAFETY PROGRAM

How Does BusPatrol's Stop-Arm Enforcement Program Reduce Illegal Passings?

BusPatrol outfits fleets with the latest stop-arm safety technology; including stop-arm cameras, DVR and storage devices, interior cameras, GPS, telemetry and LTE connectivity. In addition to our industry-leading hardware, our enforcement program is powered by proprietary software and processes, and by experienced safety professionals who coordinate with police, local officials and partners.

When a school bus is preparing to stop and its lights and stop-arm are activated, BusPatrol safety technology is triggered. AI-enabled stop-arm cameras capture incidents involving vehicles illegally passing the bus. Through cloud computing, data is sent to BusPatrol's safety experts, who then review the footage and prepare evidence packages for law enforcement.

By coupling technology-based enforcement with education and public safety campaigns, we change driver behavior around school buses and children.



HARDWARE



SOFTWARE



PROCESSES



TRAINED PERSONNEL

Who Are Stop-Arm Violation Citations Issued To, and How Much Will They Cost Violators?

Stop-arm cameras identify illegal passers by license plate number. Citations are issued to a vehicle's registered owner, unless the automobile is proven stolen during the time of the offense. If someone other than the vehicle's owner was driving at the time, the owner can request a transfer of liability.

In most states, a first-time stop-arm violation carries a fine of \$250-\$350.

In addition to the financial deterrent, violators learn about the potential dangers of their actions. Offenders can call our toll-free number and speak with a BusPatrol representative, who can review the video evidence with them and help them understand the dangers of illegal passing. Our team offers services in English, Spanish and French.

BusPatrol driver data demonstrates that 98% of first-time offenders do not receive a second ticket, and that 95% of drivers do not contest their ticket after seeing video evidence of their violation.



ENFORCEMENT & EDUCATION



Reducing the Number of
Violations Per Bus Per Day

FIRST-TIME FINE

\$250 - \$350

Most states impose a first-time fine within this range. Additional fines can be given for subsequent offences.

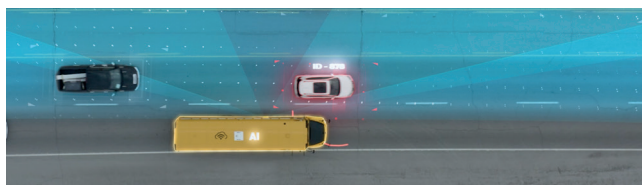
How Does BusPatrol's Stop-Arm Enforcement and Citation Issuing Process Work?

BusPatrol's leading stop-arm enforcement program is built on a robust, guided, and secure process.

When a vehicle illegally passes a school bus while the stop-arm is deployed, BusPatrol's multi-lens camera box captures the violation and car's license plates from different depths and angles. The footage, along with GPS and timecode data, is stored locally on an onboard digital video recorder (DVR) unique to each bus.

The data related to the incident and violation is sent via AT&T FirstNet's encrypted LTE network to Alertbus, BusPatrol's secure cloud platform. BusPatrol's artificial intelligence (AI) software filters all footage received from each bus. If the incident is deemed a violation, an evidence package is created for use by law enforcement. The package is built in accordance with state law, complete with video footage, license plate number, make, model, driver information, GPS location, and a timestamp of the incident.

The evidence package is then submitted to law enforcement via AlertBus, allowing law enforcement officers to review stop-arm incidents and evidence packages through the cloud software. If approved, a citation is mailed to the vehicle's owner, along with a link to BusPatrol's Driver Education & Payment Portal, where violators can view video evidence of their offense. The vehicle owner makes their payment online, through the mail, or in-person in their municipal jurisdiction—citations can also be contested through the relevant jurisdiction's civil court system.



Why Is Full-Fleet Deployment the Only Effective Way to Change Driver Behavior Across Communities & Increase Safety for All Students?

We are the only automated traffic enforcement company to offer full-fleet deployment at zero upfront cost. It would be simpler to identify dangerous routes and help school bus drivers to avoid them, but BusPatrol's wants to make all roads safer and change driver behavior uniformly across communities.

BusPatrol's inclusive model prioritizes safety for all children and creates an equitable model for school districts and municipalities to safeguard all student riders and support enforcement of all routes.

WHY FULL-FLEET DEPLOYMENT?



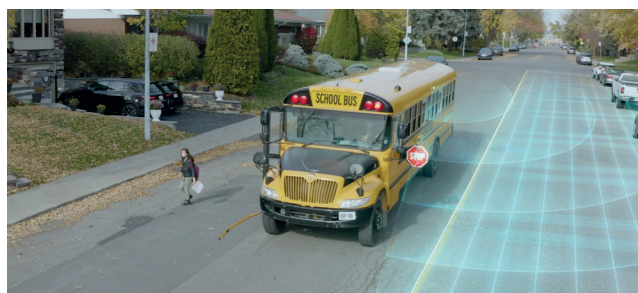
COMPLETE SAFETY DATA SETS
FOR EFFECTIVE DECISION MAKING



EQUAL ACCESS TO TECHNOLOGY
AND SAFETY BENEFITS FOR ALL FAMILIES

DID YOU KNOW?

Most enforcement programs prioritize buses and routes in urban areas due to higher population density and traffic volume. **However**, data suggests that traffic incidents in rural areas can be more fatal.



BusPatrol does not issue citations. We support law enforcement.



Toll-free number to support violator education, inquiries, and payment processing from a trilingual customer service team.



All citation data is purged from BusPatrol's DVR, cloud, and servers, according to local laws.

FUNDING & FINANCIAL INFORMATION

Do school districts, cities and counties benefit from citation revenue?

With BusPatrol's seamless stop-arm program, partners are entitled to a share of the citation revenue based on agreements. Because every jurisdiction is different, BusPatrol works to establish unique partnerships to allow communities to re invest into education and safety programs.

Does the Law Provide State Aid to Cover the Costs of Procurement, Installation, and Management of a Stop-Arm Enforcement Program?

It is not mandatory to implement stop-arm technology, and states with the required legislation to permit stop-arm enforcement programs typically do not provide additional funding for the installation, maintenance, and management of stop-arm cameras on school buses.

However, BusPatrol offers communities a way to reduce stop-arm violations at no cost and put safety first. We shoulder the financial risks involved in deploying a fully automated stop-arm program. This includes the cost of procurement, installation and maintenance of stop-arm technology for entire school bus fleets. Motorists who commit stop-arm violations help fund the safety technology and program management expenses. Once costs are recovered, a revenue generation model exists for school districts, counties and cities to access new available funding. **In the rare case that a partner issues no tickets, BusPatrol will even absorb these costs.**

TECHNOLOGY—HARDWARE & SOFTWARE

What \$0 BusPatrol Safety Technology is Available to Modernize Enforcement Across Entire School Bus Fleets?

Beyond stop-arm enforcement and safety cameras, school districts today can choose to modernize their entire fleet with advanced safety technology spanning route planning solutions, emergency response connectivity, and more—all at zero cost.

We partner with industry leaders including **Zonar, Transfinder, Samsung, FirstNet AT&T, and BusPlanner**, to offer school districts access to the latest safety technology. With BusPatrol, school districts can equip their fleets with route planning and execution tools, parent apps, wireless connectivity, push-to-talk technology, and more.

How Does BusPatrol's School Bus Safety Program Help Partners Go Beyond Enforcement?

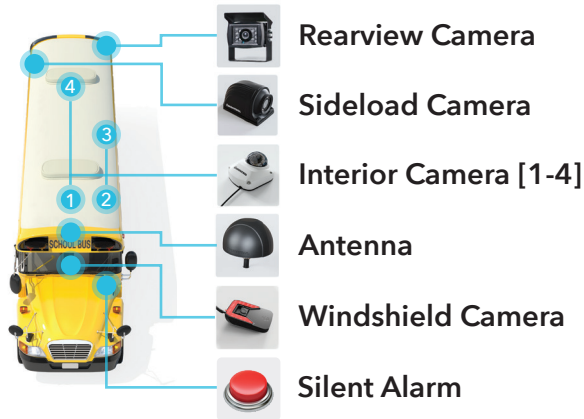
A Safety First Accessibility Model

BusPatrol's Stop-Arm programs are changing the driving culture in communities across North America. School bus safety laws are being enforced more thoroughly and effectively with the help of our hardware, software, AI and safety specialists. Additionally, driver attitudes are shifting towards caution, making the roads safer for our children.

Moreover, the same technology that powers our buses can also be used as robust data gathering tools to empower school executives and facilitate informed decision making. At no cost, BusPatrol outfits entire fleets with LTE connectivity, GPS and cameras. Our exclusive partnerships with Zonar and BusPlanner allow school districts to benefit from integrated stop-arm, route planning and fleet management data.

In addition, revenues from the issued tickets are used at the discretion of our partners. BusPatrol's stop-arm program provides opportunities for municipalities and school districts to fund education and other student safety initiatives.

BP Beyond Enforcement Tech



Full-fleet deployment of BusPatrol's standard equipment package and options including:

- Stop-Arm Cameras & Optional Interior Camera Package
- Digital Video Recorder (DVR) with GPS & Telemetry
- Live Streaming & Remote Evidence Access
- BusPatrol Console & AlertBus Software: Fleet Health Check Snail Trail GPS & Vehicle Information
- Notifications & Safety Alerts (Email and SMS)
- Access to PSA and Educational Safety Campaign Tools



**\$0 NO CAPITAL OUTLAY
REQUIRED**



How Does BusPatrol Leverage AI Technology to Run the Most Effective Stop-Arm Enforcement Program?

BusPatrol's AI technology empowers communities by making it easier to review videos, manage their programs, and communicate with law enforcement.

Our AI algorithms are programmed to identify illegal passers, as well as their vehicle and license plate details. The Automated Violation Analysis (AVA) system allows us to spot potential violations more accurately by reducing the risk of false negatives and human error in the review process.

Once identified, each stop-arm event is reviewed by a BusPatrol safety specialist, after which the evidence package is sent to law enforcement.

What is AVA?

The Automated Violation Analysis (AVA) system is the AI engine that powers the BusPatrol School Bus Safety Program. Using AI technology, onboard processing, and firmware, AVA can identify when a vehicle illegally passes, and if the bus is stopped with its stop-arm extended and red lights flashing. AVA can even tell you if the school bus door is open. This data is then uploaded to a secure cloud portal as part of evidence packages generated for law enforcement review.



TECHNOLOGY PARTNERS

BUSPATROL

Cloud-Managed 360° Safety Cameras

Remotely access video from school bus cameras across your entire fleet with BusPatrol Console, a secure web-based application for school officials. View footage from windshield, side load, rearview, and interior safety cameras.

BUSPATROL

Silent Alarm Emergency Response

School bus drivers can trigger an emergency SMS notification with a link to live bus information, including still images, GPS coordinates, and real-time monitoring video access to authorized school transportation and law enforcement officials.

BUSPATROL

COVID-19 Mitigation Technology

BusPatrol interior cameras and data from partner student ridership tracking technology can be leveraged for contact tracing efforts. Thermal fever detection devices are also currently in development.

BUSPATROL

Full-Fleet Data: Safety and Efficiency

Cloud-enable your entire fleet and gain access to a complete set of data across all routes and school buses in our dashboards. Improve safety and efficiency through informed data-driven decision-making.



Smart Fleet Technology Solutions

Zonar's suite of inspection, diagnostic, student visibility, and GPS solutions help school districts improve safety and security, optimize school bus routes, ensure inspection compliance, and make informed data-driven decisions.



Rugged Tablets for School Bus Drivers

School bus drivers rely on the latest Samsung tablets to power the tools and apps they use to manage their daily routes, including turn-by-turn navigation, student ridership tracking, Zonar EVIR® inspection reporting, and parent apps.



Cellular Connectivity & Cloud Enablement

Advanced AT&T networking and IoT solutions power BusPatrol's technology with highly secure connections. Cloud-enable your entire fleet to gain access to an ecosystem of transformative technology and powerful fleet management data.



Emergency Response Network

FirstNet is the only nationwide wireless broadband communications platform dedicated to America's first responders and public safety community. This reliable, highly secure communications platform brings reliability to first responders. BusPatrol is proud to be the only automated traffic enforcement company approved to run on a network built for law enforcement, firefighters, emergency response vehicles, and schools.

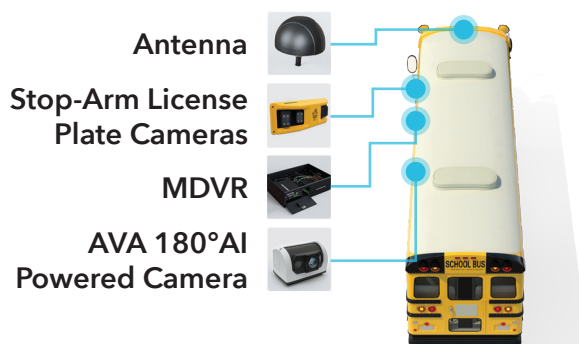


Route Management Solutions

More efficient school bus routes save everyone time and money. The BusPlanner technology suite equips school officials with tools to plan your routes, analyze your solution, and optimize your operation for greater efficiency.

Transfinder's solutions enable school districts to provide: safe, efficient, and cost-effective student transportation, seamless GPS integration, school bus routing, field trip management, and parent apps.

Enforcement Equipment



Can a School District Customize the Technology Stack on its Fleet?

Yes! When a school district partners with BusPatrol, they have the option to select which \$0 program add-ons are right for their fleet.



SAFETY SPOTLIGHT – CARROLL COUNTY PUBLIC SCHOOLS

Carroll County Public Schools' entire fleet (311 school buses) are equipped with safety technology from BusPatrol, Zonar, Transfinder, and FirstNet. The School District's fleet is now one of the most modern and safest on roads. The cost of the installation and maintenance of the stop-arm cameras and other technology will be covered by the fines collected for violations of the stop-arm law.

Mike Hardesty, Director of Transportation for Carroll County Public Schools, said, "Stop-arm violations are a real danger to our students. As school buses and cars are now returning to the roads with back-to-school hybrid instruction, we want to do everything we can to make sure that students are kept safe."



"BusPatrol equipped our entire fleet at zero upfront cost. Knowing the cameras are on there will give real peace of mind to bus drivers and parents. It will also remind drivers that they need to stop whenever they see a stopped school bus on the road. Students should be reminded that they still need to look left, right and left again before entering the road for their stopped school bus. We are extremely excited about acquiring this new technology for our community."

MIKE HARDESTY

Director of Transportation,
Carroll County Public Schools



Carroll County Public Schools
Building the Future

HEALTH

How Can Technology Protect Student Riders and Bus Drivers from the Spread of Infectious Diseases Like COVID-19?

The outbreak of COVID-19 forced many school districts to re-evaluate health and safety on the school bus. By harnessing the power of technology, student transporters can upgrade their fleets to prevent the spread of COVID-19.

BusPatrol is developing thermal cameras to determine whether a child has symptoms of a fever within just half a second. These can be placed above the stairwell to screen children one by one as they board the bus.

In addition to monitoring temperatures, school districts can implement track and trace technology on the bus. By equipping a school bus with track and trace technology, it can function as a high-tech contact tracing vehicle to alert operators if a passenger has tested positive for COVID-19. Through track and trace technology, the school can then identify who they have been in contact with throughout the school day to prevent further exposure.

Technology can make it easier for student transporters to ensure that they are meeting strict cleaning, sanitizing and disinfecting safety protocols. School districts that partner with BusPatrol can opt in to Zonar's EVIR (electronic verified inspection reporting) to make sure that each school bus inspection is completed, performed properly and the results are accurately captured.

DATA PRIVACY

What Information Does BusPatrol Share with Law Enforcement, and How Do We Respect Privacy?

All information is shared with the police via a secure encrypted login portal. No access is granted for school officials or for disciplinary proceedings to ensure privacy. An access agreement for each municipality is drafted to include provisions for privacy and secure handling access privileges. All video is regularly purged based on state law and police procedure.

Stop-Arm camera footage, GPS, telemetry and timecode data are stored locally on an onboard DVR unique to each bus. The data is sent over an encrypted LTE Mobile AT&T Network (FirstNet) to BusPatrol's secure cloud server. Police and other authorized officials are provided with unique login access via a secure web portal.

What Information Does Buspatrol Share with Partners in Its Reports, and How Often?

BusPatrol delivers monthly reports to each of its partners, providing them with up-to-date figures and data on:

- **Safety metrics** including the number of citations & violations, infraction volumes & specific data from individual bus stops.
- **Financial reports** including ticket collection, credit card processing, bank statements and proof of payment.

School board officials can only access BusPatrol's videos and data on a secure portal, with authorization as defined by their school board.

ECONOMIC BENEFITS

What Human Resources Are Required to Run BusPatrol's Program? How Many Jobs Does a Program Create in Local Communities?

Stop-arm enforcement programs require trained individuals to help manage the infraction review process, as well as equipment maintenance, IT management, and stakeholder coordination.

BusPatrol operates local command centers that provide responsive maintenance, repair, and support services. Our headquarters and central processing center is located in Lorton, Virginia.

We are committed to opening centers in each region we serve. In addition to ensuring we can provide on-site assistance, this also creates approximately 50 local jobs in roles such as evidence processing, field service, program administration, and customer service.

When it comes to the staffing needs of law enforcement, each municipality typically requires two people to handle evidence reviews and provide final approval before tickets are issued, though this varies based on the volume of violations each office receives. Payroll for these individuals is covered by ticket revenue, which means zero-cost for the law enforcement department as well.

JOB CREATION THROUGH LOCAL COMMAND CENTERS



Evidence Processing



Field Service



Program Administration



Customer Service

EDUCATION

How Does BusPatrol Educate Communities About the Launch of Automated Stop-Arm Enforcement Programs?

Education is a key component of our safety programs. With every new program launch, we plan media outreach including press releases, press conferences, and social media activity, to warn motorists about automated enforcement efforts and to educate the general public on the importance of school bus stopping laws. When communities learn that the law is being enforced, a change in behavior follows. We aim to raise awareness of the problem of illegal passings and the solution that exists to reduce violations.

SAFETY SPOTLIGHT – SUFFOLK COUNTY

In Suffolk County, NYS, we recently launched the largest school bus safety program in America, with more than 60 participating school districts. The program start date was preceded by a 60-day education campaign and warning period. This included road signage, an extensive PSA campaign across TV, radio, print and social media, and school-based outreach and student driver education, to raise awareness about the danger of stop-arm violations and the start of the new Safety Program.



SUCCESS STORIES

What Experience Does BusPatrol Have Working with Community Partners?

BusPatrol is the leading and most deployed stop-arm enforcement program in America. We are also the only stop-arm program provider dedicated entirely to child and school bus transportation safety.

By the end of 2021, an estimated 40,000 school buses will be outfitted with BusPatrol technology. We have an impressive track record of helping school districts, law enforcement, and communities to modernize their school bus fleets and improve safety for all students.

Our business model is built on a spirit of partnership and collaboration. We work closely with diverse communities, as well as with public and private stakeholders, each of which has a unique set of needs and challenges.



Is the BusPatrol Safety Program Proven to Reduce the Number of Illegal Passings?

The BusPatrol school bus safety program is proven to change driver behavior and reduce stop-arm violations. Communities that have implemented a BusPatrol School Bus Safety Program have seen a 30% reduction in the number of stop-arm violations year on year. In addition, almost all (98%) first-time violators never receive a second ticket.

What Do Our Safety Partners Say About the BusPatrol School Bus Safety Program?

"Student safety should be the most important factor for any school district. The program is a guaranteed opportunity to save lives and hold drivers accountable for their actions."

AJ HUDDLESTON

Assistant Transportation Director,
Burke County Public Schools



"Being able to use BusPatrol has saved us a ton of money by being able to use this system as opposed to tying up four or five deputies."

JIMMY MCDUFFIE

Effingham County Sheriff



"Whenever I call BusPatrol, whenever I need them, they're there. They will always do anything to help me with the problem that I have."

ANDY HAWKINS

Executive Director of Finance and
Operations, Manassas City Public Schools



"One of the things we really liked about the BusPatrol program was having cameras on every one of our buses. This means that we are sure of capturing stop-arm violations no matter where they occur."

MIKE HARDESTY

Director of Transportation,
Carroll County Public Schools



"BusPatrol is very supportive, and they make it very smooth and seamless for us to do our portion of the program."

MPO. B. MANGIONE

Traffic Services Office,
Manassas City Police Department



THE MOST DEPLOYED STOP-ARM PROGRAM IN AMERICA

School buses in the following states and provinces have been equipped with BusPatrol technology:



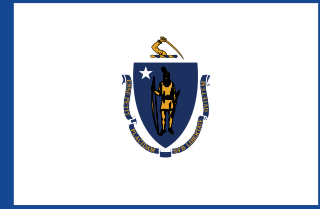
Alabama



Georgia



Maryland



Massachusetts



New York



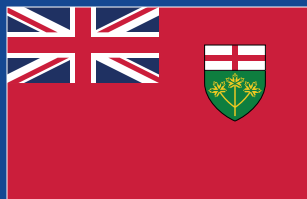
North Carolina



Pennsylvania



Virginia



Ontario



Quebec



THOUSANDS

OF BUSES OUTFITTED WITH
BUSPATROL TECHNOLOGY

ADDITIONAL FAQs

What is Required for Stop-Arm Programs to Work Between Communities?

Implementing a stop-arm safety program requires critical coordination between key regional stakeholders including law enforcement and municipal and county focal points. In addition to supporting the development of a memorandum of understanding (MoU) between parties, BusPatrol's safety deployment experts and legal team have the knowledge and experience required to expedite the drafting of local ordinances that may be required in specific jurisdictions.

What If My School District Includes More Than One Municipality?

In cases where a district covers more than one municipality, the school board must enter into an agreement that includes all municipalities concerned. BusPatrol can help broker the agreement to ensure all stakeholders have their needs and concerns addressed.

What If a Bus Records a Violation While on a Trip Outside the District?

While BusPatrol processes every stop-arm event captured by our cameras, we only operate within the specific territory mandated by our agreement with each municipality. Using geofencing technology, in conjunction with our GPS and telemetry systems, we can pinpoint the exact location of each violation and ensure that tickets are only issued for infractions that occur within the agreed district.

That said, our aim is to change driver behavior across the country. If BusPatrol captures a violation in another jurisdiction, we will share

an evidence package with its local authorities for their consideration. No action will be required on the school district's part.

What Is a District's Role in Adjudicating Tickets? Can It Dismiss Tickets, If Desired?

All stop-arm violation tickets are treated as civil infractions and fall under the purview of the district. However, only police can determine whether a ticket should be issued. Once issued, the ticket carries a mandatory fine and only the police or a judge have the authority to dismiss it.

How Can My School District Implement BusPatrol's No-Cost Stop-Arm Enforcement Program?

Contact BusPatrol by email at info@buspatrol.com or visit us online to schedule a free safety assessment. A BusPatrol safety representative will schedule a brief meeting with you to learn more about your school district or municipality's specific needs.

CONTACT



PHONE

1-888-507-6219



EMAIL

info@buspatrol.com



WEB

www.buspatrol.com



ADDRESS

8540 Cinder Bed Rd
#400, Lorton, Virginia,
22079, United States

§ 115C-242.1. Installation and operation of automated school bus safety camera.

(a) **Definition.** – An "automated school bus safety camera" is a device that is affixed to a school bus, as that term is used in G.S. 20-217, that is synchronized to automatically record photographs or video of a vehicle at the time the vehicle is detected for a violation of (i) G.S. 20-217 or (ii) an ordinance adopted under G.S. 153A-246.

(b) **Installation and Operation.** – Automated school bus safety cameras may be installed and operated on any school bus operated by a local board of education within a county that has adopted an ordinance under G.S. 153A-246 as follows:

- (1) A local board of education may install and operate automated school bus safety cameras without contracting with a private vendor.
- (2) A local board of education may enter into a service contract to install and operate automated school bus safety cameras with a private vendor. Contracts shall be let in accordance with the provisions of G.S. 143-129 applicable to purchases of apparatus, supplies, materials, or equipment. The maximum length of any contract entered into under this subdivision shall be three years. A contract entered into under this subdivision may contain an option to renew or extend the contract for only one additional term not to exceed three years.
- (3) Upon request by one or more local boards of education, the State Board of Education shall enter into a contract for a statewide service or contracts for regional services to install and operate automated school bus safety cameras with a private vendor. These contracts shall be let in accordance with the provisions of Article 3 of Chapter 143 of the General Statutes.

(c) **Interlocal Agreements.** – Any local board of education, board of county commissioners, and law enforcement agency may enter into an interlocal agreement pursuant to Part 1 of Article 20 of Chapter 160A of the General Statutes that is necessary and proper to effectuate the purpose and intent of this section and G.S. 153A-246. Any agreement entered into pursuant to this subsection may include provisions on cost-sharing and reimbursement to which the local board of education, board of county commissioners, or law enforcement agency freely and voluntarily agree for the purposes of effectuating this section and G.S. 153A-246.

(d) **Evidence in Criminal Proceeding.** – Any photographs or videos recorded by an automated school bus safety camera that capture a violation of G.S. 20-217 shall also be provided to the investigating law enforcement agency for use as evidence in any proceeding alleging a violation of G.S. 20-217. (2017-188, s. 2.)

§ 153A-246. Use of photographs or videos recorded by automated school bus safety cameras.

(a) Definitions. – The following definitions apply in this section:

- (1) Automated school bus safety camera. – As defined in G.S. 115C-242.1.
- (2) Officials or agents. – This term includes a local board of education located within the county or a private vendor contracted with under G.S. 115C-242.1.
- (3) School bus. – As used in G.S. 20-217.

(b) Civil Enforcement. – A county may adopt an ordinance for the civil enforcement of G.S. 20-217 by means of an automated school bus safety camera installed and operated on any school bus located within that county. An ordinance adopted pursuant to this section shall not apply to any violation of G.S. 20-217 that results in injury or death. Notwithstanding the provisions of G.S. 14-4, in the event that a county adopts an ordinance pursuant to this section, a violation of the ordinance shall not be an infraction. An ordinance authorized by this subsection shall provide all of the following:

- (1) The notice of the violation shall be given in the form of a citation and shall be received by the registered owner of the vehicle no more than 60 days after the date of the violation.
- (2) The registered owner of a vehicle shall be responsible for a violation unless the vehicle was, at the time of the violation, in the care, custody, or control of another person or unless the citation was not received by the registered owner within 60 days after the date of the violation.
- (3) A person wishing to contest a citation shall, within 30 days after receiving the citation, deliver to the officials or agents of the county that issued the citation a written request for a hearing accompanied by an affidavit stating the basis for contesting the citation, including, as applicable:
 - a. The name and address of the person other than the registered owner who had the care, custody, or control of the vehicle.
 - b. A statement that the vehicle involved was stolen at the time of the violation, with a copy of any insurance report or police report supporting this statement.
 - c. A statement that the citation was not received within 60 days after the date of the violation, and a statement of the date on which the citation was received.
 - d. A copy of a criminal pleading charging the person with a violation of G.S. 20-217 arising out of the same facts as those for which the citation was issued.
- (4) The citation shall include all of the following:
 - a. The date and time of the violation, the location of the violation, the amount of the civil monetary penalty imposed, and the date by which the civil monetary penalty shall be paid or contested.
 - b. An image taken from the recorded image showing the vehicle involved in the violation.
 - c. A copy of a statement or electronically generated affirmation of a law enforcement officer employed by a law enforcement agency with whom an agreement has been reached pursuant to G.S. 115C-242.1(c) stating that, based upon inspection of the recorded images, the owner's motor vehicle was operated in violation of the ordinance adopted pursuant to this subsection.

- d. Instructions explaining the manner in which, and the time within which, liability under the citation may be contested pursuant to subdivision (3) of this subsection.
 - e. A warning that failure to pay the civil monetary penalty or to contest liability in a timely manner shall waive any right to contest liability and shall result in a late penalty of one hundred dollars (\$100.00), in addition to the civil monetary penalty.
 - f. In citations issued to the registered owner of the vehicle, a warning that failure to pay the civil monetary penalty or to contest liability in a timely manner shall result in refusal by the Division of Motor Vehicles to register the motor vehicle, in addition to imposition of the civil monetary penalty and late penalty.
- (5) Violations of the ordinance shall be deemed a noncriminal violation for which a civil penalty shall be assessed and for which no points authorized by G.S. 20-16(c) and no insurance points authorized by G.S. 58-36-65 shall be assigned to the registered owner or driver of the vehicle. The amount of such penalty shall be four hundred dollars (\$400.00) for the first offense, seven hundred fifty dollars (\$750.00) for the second violation, and one thousand dollars (\$1,000) for each subsequent violation of the ordinance.
 - (6) If a registered owner provides an affidavit that the vehicle was, at the time of the violation, in the care, custody, or control of another person or company, the identified person or company may be issued a citation complying with the requirements of subdivision (4) of this subsection.
 - (7) The citation shall be processed by officials or agents of the county and shall be served by any method permitted for service of process pursuant to G.S. 1A-1, Rule 4 of the North Carolina Rules of Civil Procedure, or by first-class mail to the address of the registered owner of the vehicle provided on the motor vehicle registration or, as applicable, to the address of the person identified in an affidavit submitted by the registered owner of the vehicle.
 - (8) If the person to whom a citation is issued makes a timely request for a hearing pursuant to subdivision (3) of this subsection, a summons shall be issued by any method permitted for service of process pursuant to G.S. 1A-1, Rule 4 of the North Carolina Rules of Civil Procedure, directing the person to appear at the place and time specified in the summons in order to contest the citation at an administrative hearing.
 - (9) A citation recipient who, within 30 days after receiving the citation, fails either to pay the civil penalty or to request a hearing to contest the citation shall have waived the right to contest responsibility for the violation and shall be subject to a late penalty of one hundred dollars (\$100.00) in addition to the civil penalty assessed under this subsection.
 - (10) The county shall institute a nonjudicial administrative hearing to hear contested citations or penalties issued or assessed under this section. The decision on a contested citation shall be rendered in writing within five days after the hearing and shall be served upon the person contesting the citation by any method permitted for service of process pursuant to G.S. 1A-1, Rule 4 of the North Carolina Rules of Civil Procedure. If the decision is adverse to the person contesting the citation, the decision shall contain instructions explaining the manner and the time within which the decision may be appealed pursuant to subdivision (11) of this subsection.

- (11) A person may appeal to the district court division of the General Court of Justice from any adverse decision on a contested citation by filing notice of appeal in the office of the clerk of superior court. Enforcement of an adverse decision shall be stayed pending the outcome of a timely appeal. Except as otherwise provided in this subdivision, appeal shall be in accordance with the procedure set forth in Article 19 of Chapter 7A of the General Statutes applicable to appeals from the magistrate to the district court. For purposes of calculating the time within which any action must be taken to meet procedural requirements of the appeal, the date upon which the person contesting the citation is served with the adverse decision shall be deemed to be the date of entry of judgment.
- (12) In the event a person is charged in a criminal pleading with a violation of G.S. 20-217, all of the following shall apply:
- a. The charging law enforcement agency shall provide written notice to the county office responsible for processing civil citations pursuant to subdivision (7) of subsection (b) of this section containing the name and address of the person charged with violation of G.S. 20-217 and the date of the violation.
 - b. After receiving notice pursuant to this subdivision that a person has been charged in a criminal pleading with a violation of G.S. 20-217, the county shall not impose a civil penalty against that person arising out of the same facts as those for which the person was charged in the criminal pleading.
 - c. The county shall issue a full refund of any civil penalty payment received from a person who was charged in a criminal pleading with a violation of G.S. 20-217 if the civil penalty arose out of the same facts as those for which that person was charged in the criminal pleading, together with interest at the legal rate as provided by G.S. 24-1 from the date the penalty was paid until the date of refund.
- (13) If a citation is not contested pursuant to subdivision (3) of this subsection, payment of the civil penalty is due within 30 days after receipt of the citation. If the citation is contested, and the result of the administrative hearing held pursuant to subdivision (10) of this subsection is a decision adverse to the citation recipient, then payment is due within 30 days after receipt of the adverse decision, unless the citation recipient appeals the adverse decision pursuant to subdivision (11) of this subsection. If the adverse decision is appealed, and if the final decision on appeal is adverse to the citation recipient, then payment of the civil penalty is due within 30 days after the citation recipient receives notice of the final adverse decision on appeal.
- (14) If the registered owner of a motor vehicle who receives a citation fails to pay the civil penalty when due, the Division of Motor Vehicles shall refuse to register the motor vehicle for the owner in accordance with G.S. 20-54(11). The county may establish procedures for providing notice to the Division of Motor Vehicles and for the collection of these penalties and may enforce the penalties by civil action in the nature of debt.
- (15) The county shall provide each law enforcement agency within its jurisdiction with the name and address of the county official to whom written notice of persons charged with violation of G.S. 20-217 should be given pursuant to subdivision (12) of this subsection.

(c) Notice. – An automated school bus safety camera installed on a school bus must be identified by appropriate warning signs conspicuously posted on the school bus. All warning signs shall be consistent with a statewide standard adopted by the State Board of Education in conjunction with local boards of education that install and operate automated school bus safety cameras on their school buses.

(d) Application. – Nothing in this section shall be construed to do any of the following:

- (1) Require the installation and operation of automated school bus safety cameras on a school bus.
- (2) Prohibit the use and admissibility of any photograph or video recorded by an automated school bus safety camera in any criminal proceeding alleging a violation of G.S. 20-217.
- (3) Prohibit the imposition of penalties, including the assignment of points authorized by G.S. 20-16(c) and insurance points authorized by G.S. 58-36-65, on any registered owner or driver of the vehicle convicted of a misdemeanor or felony violation of G.S. 20-217.

(e) Criminal Prosecution Encouraged. – The General Assembly of North Carolina encourages criminal prosecution for violation of G.S. 20-217 whenever photographs or videos recorded by an automated school bus safety camera provide evidence sufficient to support such prosecution.

(f) A county that adopts an ordinance as provided in this section, shall maintain records of all violations of that ordinance for which a civil penalty is assessed. Upon request, the county shall provide at least five years of those records to the North Carolina Child Fatality Task Force and the North Carolina General Assembly. (2017-188, ss. 1, 5)



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.C
Meeting Date: June 05, 2023

Submitted By: Erin Burke,
Administration
Prepared by: Karen Davis

Item Title **Debris Management Contract Extension - Erin Burke**

Attachments: Debris Mgmt Letter May2023 (PDF)
20240701-Camden County NC-Contract Extension (PDF)
20221126-Camden County, NC-Original Contract (PDF)

Summary letter and supporting documentation attached.



EMERGENCY MANAGEMENT

Pasquotank - Camden - Elizabeth City

Brian Parnell, Coordinator

Josh Wyse, Asst. Coordinator



6.C.a

May 25, 2023

To: Pasquotank County, Camden County, City of Elizabeth City

From: Brian Parnell, EM Coordinator

Reference: Debris Management Contract Extension with Phillips and Jordan Inc.

Background: Debris management is a priority in the aftermath of a storm and ensures we are compliant with FEMA requirements for reimbursement. Debris management includes cut and shove operations to get roadways passable by the citizens and responders, removal of debris from the side of roads, and delivering the debris to temporary debris sites. The capabilities of a proven company are invaluable to ensure our jurisdictions removing any potential dangers and health hazards created by a storm and most importantly, being able to seek reimbursement from the State or FEMA after the devastation of a storm.

In 2019 after the RFP process, Phillips and Jordan Inc. was selected to be the company our jurisdictions would utilize for Debris Management after a storm. The contract was for a 3-year term with a clause for a 1 time 1-year renewal. Our agency was notified in April 2023 by Phillips and Jordan of a recommendation to implement the extension clause to ensure we were covered in the event of a storm this hurricane season. After review of the current contract, their extension request would only give us 6 months since the original contract expiration date was November 2022. After speaking with representatives of Phillips and Jordan, it was agreed upon to make an addendum to the extension through July 1, 2024. This extension would get our jurisdictions through the upcoming hurricane season and allow my department to develop and move forward with an RFP process.

Recommendation: It is recommended to exercise the contract extension with an expiration of July 1, 2024. Pasquotank-Camden Emergency Management will begin the process of developing a new RFP and convene a team to discuss the steps moving forward with the debris management program. The goal is to have a new contract awarded and in place beginning June 1, 2024.

Regards,

Brian Parnell

Brian Parnell, EM Coordinator

Attachment: Debris Mgmt Letter May2023 (Debris Management Contract Extension - Erin Burke)

200 E. Colonial Avenue | Elizabeth City, NC 27909 | 252.335.4444



PHILLIPS & JORDAN, INC.
 10142 Parkside Dr., Suite 500
 Knoxville, TN 37922
 Phone: (865) 392-3000
 www.pandj.com

May 24, 2023

Camden County, North Carolina
 Attn: County Manager
 330 US 158 E.
 Camden, NC 27921

Re: Disaster and Debris Removal Contract Modification

Dear County Manager:

Phillips and Jordan Inc. and Camden County, North Carolina ("County") entered into an agreement on November 26, 2019 ("Agreement"), wherein Phillips and Jordan Inc. duties were to perform debris management services for the County.

Phillips and Jordan Inc., with the consent of County, wish to modify the Agreement to extend its terms through July 1, 2024 ("Modification"). This mutual amendment is proper pursuant to § V.3 of the Camden County RFP, which has been incorporated as a part of the Agreement.

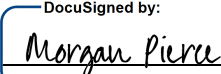
All other terms and conditions of the Agreement not specifically enumerated herein shall remain unchanged and its attachments shall continue in full force and effect unless further amended by the Parties, or earlier terminated.

Sincerely,
 Brian Smallwood
 Program Manager – Disaster Services
PHILLIPS & JORDAN, INC.

In Witness Whereof, the parties hereto have made and executed this Modification as of the day and year first written above.

PHILLIPS AND JORDAN, INC.

CAMDEN COUNTY, NC:

BY: 
 2E2CED33513C4D1...
 Morgan Pierce
 (printed name)

BY: _____

 (printed name)

TITLE: President, Power

TITLE: _____

DATE: 5/24/2023

DATE: _____

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

Stephanie B Jackson
Finance Officer

NORTH CAROLINA

CONTRACT FOR SERVICES

CAMDEN COUNTY

THIS CONTRACT is made and entered into this the 26th day of November, 2019, by and between CAMDEN COUNTY, a body corporate and politic existing pursuant to the laws of the State of North Carolina, (the "COUNTY"), and Phillips & Jordan, Inc., a Tennessee company authorized to do business in North Carolina, 10201 Parkside Drive, Suite 300, Knoxville, TN 37922, (the "CONTRACTOR").

WHEREAS, COUNTY issued a request for proposals ("RFP") for a Debris Management Contract in the event of a natural disaster; and

WHEREAS, the RFP contained detailed and specific information that will be required of the CONTRACTOR under this Contract; and

WHEREAS, the CONTRACTOR has submitted its response to the RFP; and

WHEREAS, in lieu of repeating every detailed specification it is the intent of the parties to incorporate the COUNTY's RFP and CONTRACTOR's response to the RFP into this Contract for services.

NOW, THEREFORE, in consideration of the mutual promises and other consideration the parties agree as follows:

1. SERVICES TO BE PROVIDED

The services and/or material to be furnished under this Contract (the "SERVICES") are outlined in the RFP and CONTRACTOR'S response to the RFP. The RFP (Exhibit "A") and response to RFP (Exhibit "B") are incorporated herein by reference for a complete, accurate and more detailed description of the services to be performed. In addition, please see additional services ("Addendum") after paragraph 11.

2. TERM OF CONTRACT

The term of this Contract shall be for a period of three (3) years with an option to renew for one (1) additional year, upon consent of the parties. This Contract shall be used on an "as needed" basis as determined solely by the COUNTY and there shall be no retainer paid in order to keep the Contract in effect.

3. CANCELLATION

a. Failure to Provide Service

The COUNTY may cancel this Contract at any time for breach of contractual obligations by providing the CONTRACTOR written notice of such cancellation.

b. Termination for Convenience

The COUNTY shall have the right to terminate the contract without cause and at its convenience, when the COUNTY determines that it is in its own best interest to so terminate the contract.

4. PAYMENT TO CONTRACTOR

[Due to the nature of this Contract payments will be made for services as provided in the RFP. Prices will be based on responses from the CONTRACTOR to the RFP however, the actual payment schedule will be determined at a later date.]

5. INDEPENDENT CONTRACTOR

a. The CONTRACTOR represents itself to be an independent contractor offering such services to the general public and shall not represent himself or his employees to be an employee of the COUNTY. Therefore, the CONTRACTOR shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, workers compensation, employee insurance, minimum wage requirements, overtime, and other expenses, and agrees to indemnify, save, and hold the COUNTY, its officers, agents, and employees, harmless from and against, any and all loss; cost (including attorney fees); and damage of any kind related to such matters. The CONTRACTOR shall further understand that the COUNTY cannot save and hold harmless and/or indemnify the CONTRACTOR and/or the CONTRACTOR's employees against any liability incurred or arising as a result of any activity of the CONTRACTOR or any activity of the CONTRACTOR's employees performed in connection with the Contract.

b. The CONTRACTOR represents and warrants to the Owner that the CONTRACTOR has, or shall secure at its own expense prior to the commencement of services hereunder, all necessary personnel required to perform the services under this Contract. All services required of the CONTRACTOR hereunder shall be performed by the CONTRACTOR, or under its supervision, and all personnel engaged in performing such services shall be fully qualified, and if necessary, authorized under applicable law to perform such services. The CONTRACTOR represents and warrants to the Owner that all services shall be performed by skilled and competent personnel to the highest professional standards in the field. The CONTRACTOR shall remove from the work described in this Contract any person the Owner deems to be incompetent, careless or otherwise objectionable.

6. INSURANCE AND INDEMNITY

a. Indemnity

The Contractor hereby agrees to indemnify and hold harmless the COUNTY, its officers, agents, and employees, from and against any and all liability, claims, damages, demands, expenses, fees, fines, penalties, suits, proceedings, actions, and costs of actions, including attorney's fees for trial and on appeal, and for the preparation of same arising out of the CONTRACTOR's, its officers', agents', and employees' acts, or omissions associated with this Agreement.

b. Insurance Requirements

The CONTRACTOR, at its own expense, shall keep in force and at all times maintain during this Agreement:

- **Commercial General Liability Insurance**

Commercial General Liability Insurance, issued by responsible insurance companies authorized to do business in North Carolina and in a form acceptable to

the COUNTY protecting and insuring against all the foregoing with coverage limits of not less than the following:

\$1,000,000.00 per person and \$2,000,000.00 per occurrence, with \$2,000,000.00 aggregate; Property Damage Liability of \$1,000,000.00 per occurrence, with \$2,000,000.00 aggregate. Products and Completed Operations \$2,000,000.00. Coverage shall also be included for any contractual assumption of liability by the CONTRACTOR under any hold harmless agreements or indemnification agreements provided elsewhere in these specifications. Policy must include coverage for all operations including explosion, collapse and underground damage hazards with the same limits as specified above. Aggregates shall apply on a "per job" basis.

- **Automobile Liability Insurance**

The Comprehensive Automotive Liability Insurance coverage is to be on an occurrence basis, and is to include coverage for owned, hired, leased and non-owned vehicles, minimum limits as follows:

Bodily Injury Liability, \$1,000,000.00 each person, \$1,000,000.00 each occurrence; Property Damage Liability, \$1,000,000.00 each occurrence.

- **Workers' Compensation Coverage and Employer's Liability Insurance**

Full and complete Workers' Compensation Coverage, as required by N. C. law and Employer's Liability Coverage in an amount not less than \$1,000,000 to cover all employees not covered under her State Worker's Compensation Act. Coverage shall include a waiver of subrogation in favor of the COUNTY.

- **Insurance Certificates**

Annually, the CONTRACTOR shall provide the COUNTY with Certificate(s) of Insurance on all the policies of insurance and renewals thereof in a form(s) acceptable to the COUNTY. Said Commercial General Liability policy shall provide that the COUNTY be an additional named insured. The COUNTY shall be notified in writing of any reduction, cancellation or substantial change of policy or policies at least thirty (30) days prior to the effective date of said action.

All insurance policies shall be issued by responsible companies who are acceptable to the COUNTY and licensed and authorized to do business under the laws of the North Carolina.

7. HEALTH AND SAFETY

The CONTRACTOR shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work. The CONTRACTOR shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to all employees from the work and other persons who may be affected thereby.

8. NON-DISCRIMINATION IN EMPLOYMENT

The CONTRACTOR shall not discriminate against any employee or applicant for employment because of age, sex, race, creed, or national origin. The CONTRACTOR shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their age, sex, race, creed, or national origin. In the event the

CONTRACTOR is determined by the final order of an appropriate agency or court to be in violation of any non-discrimination provision of federal, state or local law or this provision, this

Contract may be cancelled, terminated, or suspended in whole or in part by the COUNTY, and the CONTRACTOR may be declared ineligible for further COUNTY contracts.

9. GOVERNING LAW

This Contract is deemed to be under and shall be governed by and construed according to the laws of the State of North Carolina. Any litigation arising out of this Contract shall be brought in Camden County, North Carolina.

10. REQUEST FOR PROPOSAL/CONTRACT DOCUMENTS

It is specifically understood and agreed between the parties that the Request for Proposal ("RFP") and the CONTRACTOR's response to the RFP are hereby incorporated by reference to this Contract for specific provisions which are not directly outlined in this Contract. This document together with the RFP and the response to the RFP constitutes the entire Contract between the parties and may only be modified by a written mutual agreement and signed by the parties.

11. ASSIGNMENT

This Contract shall not be assigned without the advance written consent of the COUNTY.

SIGNATURES

Both the COUNTY and the CONTRACTOR agree to the above Contract.

Attest:

Karen M. Davis
Clerk to the Board



CAMDEN COUNTY

By:

Tom White
Tom White, Chairman
Board of Commissioners

PHILLIPS & JORDAN, INC.

By:

Dudley Orr
Title: Vice President

BOARD OF COMMISSIONERS

G. TOM WHITE
Chairman

CLAYTON D. RIGGS
Vice Chairman

GARRY W. MEIGGS
RANDY KRAINIAK
ROSS MUNRO



KENNETH BOWMAN
County Manager

KAREN M. DAVIS
Clerk to the Board

JOHN S. MORRISON
County Attorney

November 27, 2019

Phillips & Jordan, Inc.
Julie Glenn, Disaster Services Coordinator
10201 Parkside Drive, Suite 300
Knoxville, TN 37922

Dear Ms. Glenn,

Please find enclosed two copies of a revised Debris Management Contract for Camden County, North Carolina. The revision from the initial contract is the removal of the addendum related to abandoned vehicles and vessels. It is my understanding from our Emergency Management Director that you are aware of this change and have agreed to this revision.

Please return one signed original of contract to us at the following address:

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

Respectfully,

Dan B. Porter, Director
Camden County Planning Department

Attachment: 20221126-Camden County, NC-Original Contract (Debris Management Contract Extension - Erin Burke)



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.D

Meeting Date: June 05, 2023

Submitted By: Stephanie Jackson,
Finance
Prepared by: Stephanie Jackson

Item Title **Resolution 2023-06-01: Salaries & Compensation for Various
Boards and Commissions**

Attachments: Salaries and Compensation 2023-24 (DOC)

Summary:

The Board of Commissioners will consider the attached Resolution which sets the salaries and compensation for various boards and commissions.

Recommendation:

Adoption of Resolution.



Resolution No. 2023-06-01

**A RESOLUTION OF THE
CAMDEN COUNTY BOARD OF COMMISSIONERS
SALARIES AND COMPENSATION
FOR VARIOUS BOARDS AND COMMISSIONS
FISCAL YEAR 2023-2024**

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

Now, Therefore, Be It Resolved that the Camden County Board of Commissioners meeting this 5th day of June 2023 in Camden Village, Camden County, North Carolina does hereby amend the following salaries and compensation for the stated boards and commissions for the period beginning July 1, 2023 and ending June 30, 2024,

Section 1: BOARD OF COMMISSIONERS

Chairman \$750.00 per month plus mileage.

Vice-chairman/
Board Member \$725.00 per month plus mileage.

1. The monthly “salary” of the Board members shall be considered as compensation for regularly scheduled meetings of the board per the annual Meeting Calendar. Same day attendance at meetings will not be eligible for reimbursement – i.e., a closed session in advance of a board meeting.
2. Board members attending Special Meetings and Budget Work Sessions will be compensated at a rate of \$75 per meeting. Board members will be compensated up to \$75 for attendance at other board meetings they have been appointed to and not already compensated for by those boards.
3. For purposes of reimbursement, eligible meetings would include those in which the board members serve and participate by virtue of their position and/or in representation of their position as a board member and/or are an invited “participant” by staff or agency/department and may include Association Ad Hoc Committee meetings, Ground Breakings and Ribbon Cuttings or any meeting at the request of the Board of Commissioners in the Commissioner’s official capacity.

4. The following are not reimbursable expenses: Attendance to social occasions (banquets, meals (except as part of a participatory meeting), entertainment, sports, galas, fundraisers, clubs, etc.), or informal or telephonic conversations. Also alcoholic beverages, political contributions, tips greater than 18%, parking or traffic violations / fines, entertainment expenses such as tickets to sporting events or theaters, and in room movies. For any fundraisers the board decides to attend, the County will pay for the ticket if the Commissioner's agree that the event benefits Camden County residents and serves a public purpose, however, they will not receive meeting pay for attendance. (Must be non-partisan and non-profit.)
5. Attendance at Board appointed Board Meetings (i.e. Library, DSS, ADJ) will not be reimbursable to Commissioners who are not appointed to those boards unless they are requested to attend by the appointee who is unable to attend or at the request of the Board of Commissioners in the Commissioner's official capacity.
6. Commissioners shall receive a payment of \$150.00 per day for any meeting or day for travel to/from meeting, lasting more than four (4) hours and out of the county (90 mile radius of the Courthouse).
7. Board members are required to submit in writing a payment request in the form of an expense report (via internal form) to the Finance Officer not later than the last business day of each month. The report will contain all expenses including compensation along with a description of the meeting, date, time and place.
8. Special meeting reimbursement requests that exceed seven (7) in a month will require Board approval.

Section 2: BOARD OF ELECTIONS

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

Section 3: PLANNING BOARD AND ZONING BOARD OF ADJUSTMENTS

Compensation - \$30.00 per meeting plus mileage.

Section 4: SOCIAL SERVICES BOARD

Chairman Compensation - \$35.00 per meeting plus mileage.

Board Members Compensation - \$30.00 per meeting plus mileage.

Section 5: AGING ADVISORY COUNCIL

Compensation - \$30.00 per meeting, plus mileage and meal if required.

Section 6: RECREATION BOARD

Compensation - \$30.00 per meeting, plus mileage.

Section 7: JURY COMMISSION

Compensation - \$ 7.25 per hour for hours worked compiling jury list.

Section 8: ECONOMIC DEVELOPMENT BOARD

Compensation - \$30.00 per meeting, plus mileage.

Section 9: SENIOR CENTER BOARD

Compensation - \$30.00 per meeting, plus mileage.

Section 10: LIBRARY BOARD

Compensation - \$30.00 per meeting, plus mileage.

Section 11: POTENTIALLY DANGEROUS DOG APPEALS BOARD

Compensation - \$30.00 per meeting, plus mileage.

Section 12: AGRICULTURAL ADVISORY BOARD & FIRE COMMISSIONS

No Compensation

Section 13: TRAVEL & MILEAGE REIMBURSEMENT

All Boards and Commissions are subject to the approved Camden County Travel Policy. Mileage will be computed based on home of record and return. Mileage will be reimbursed at the rate established by the Federal Mileage Reimbursement Rate for travel as allowed in IRS Publication 15 for all compensable meetings. Any volunteer or non-paid meetings will not qualify for travel or mileage reimbursement without Board of Commissioners approval.

Adopted this the 5th day of June 2023.

ATTEST:

Tiffney White, Chairperson
Camden County Board of Commissioners

Karen M. Davis, NCCCC
Clerk to the Board of Commissioners



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number:

6.E

Meeting Date:

June 05, 2023

Submitted By:

Austin Brown,
NC Cooperative Extension
Prepared by: Karen Davis

Item Title

Proclamation: Coastal NC Local Foods Week 2023

Attachments:

Proclamation_Local Foods Week 2023 (DOCX)

Summary:

The Board will consider the attached Proclamation in recognition of Coastal North Carolina Local Foods Week 2023.

Recommendation:

Adoption.

COASTAL NORTH CAROLINA LOCAL FOODS WEEK 2023

Proclamation

Whereas, Coastal North Carolina Local Foods Week is being celebrated throughout the region June 11-17, 2023 in order to bring greater awareness of the nutritional, economic, and social benefits of local foods in North Carolina; and

Whereas, healthy eating is vital to building a healthy regional food system in Camden County and addressing obesity and related chronic illnesses can be strengthened through greater consumption of fruits, vegetables, whole grains, and other locally produced foods; and

Whereas, Camden County is home to community gardens, roadside markets, many food-related businesses, and numerous community organizations which address issues related to food production, nutrition, and food business development for Camden County residents; and

Whereas, agriculture and agribusiness contribute \$45 million dollars in total income each year in Camden County, providing a large share of the economic output in the county; and

Whereas, Camden County is supportive of numerous community initiatives to develop, expand, and strengthen a local food system which is accessible, resilient, environmentally compatible, and inclusive of all citizens; and

Whereas, consumers, farmers, and fishermen benefit from the expansion of a local food system which includes direct sales of food products from farmers and fishermen to consumers, development of value-added food products by local businesses in Camden County, and institutional purchases of locally-produced and caught foods directly from farmers and fishermen; and

Whereas, consumers can make a substantial positive impact on local, regional, and state economies by purchasing food from local farms, fishermen, and producers. Camden County encourages citizens to commit to purchasing local foods during the week of June 11-17.

NOW, THEREFORE BE IT RESOLVED, that the Camden County Board of Commissioners does hereby proclaim June 11-17 and hereafter the second full week of June, as Local Foods Week in Camden County, and urges citizens of our community to support local agriculture and purchase more high-quality, locally-produced foods, and learn about the benefits of agriculture and local foods in Camden County.

Proclaimed this the 5th day of June 2023.

ATTEST:

Tiffany White, Chair
Camden County Board of Commissioners

Karen M. Davis
Clerk to the Board





**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Board Appointments

Item Number: 7.A
Meeting Date: June 05, 2023

Submitted By: Sarah Hill,
Dismal Swamp Welcome Center
Prepared by: Karen Davis

Item Title **Tourism Development Authority**

Attachments:

Summary:

It is the request of TDA Chair Sarah Hill that Michele Ward be reappointed to the Tourism Development Authority Board for an additional term.

Recommendation:

Approval.



**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Board Appointments

Item Number: 7.B

Meeting Date: June 05, 2023

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.



Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number:	8.A	
Meeting Date:	June 05, 2023	
Submitted By:	Karen Davis, Clerk to the Board Board of Commissioners Prepared by: Karen Davis	
Item Title	BOC Meeting Minutes	
Attachments:	bocminutes_032923	(DOCX)
	bocminutes_050123	(DOCX)
	bocminutes_050323	(DOCX)

**Camden County Board of Commissioners
Camden County Board of Education
Joint Meeting
March 29, 2023; 6:00 PM
Camden County Public Library**

MINUTES

A joint meeting of the Camden County Board of Commissioners and Camden County Board of Education was held in the Community Room of the Camden Public Library at March 29, 2023. The primary purpose of the meeting was to discuss matters relating to the construction of the new high school.

Board Members Present

Board of Commissioners: Chair Tiffney White, Commissioners Randy Krainiak, Sissy Aydtlett and Troy Leary. Vice Chair Ross Munro participated via conference call beginning at 6:10 PM as permitted by the Remote Participation Policy. Staff Present: County Manager Erin Burke and Clerk to the Board Karen Davis.

Camden County Board of Education: Chair Jason Banks, Vice Chair Chris Purcell, Board Members Christian Overton, Kevin Heath and Magen O'Neal. Staff Present: Interim Superintendent Dr. Travis Twiford and Administrative Assistant Anita Cuthrell.

Others Present

Timmons Group Representative - Kim Hamby
Moseley Architects Representative – Ashley Dennis
M.B. Kahn Representatives - Bill Cram, Maggie Dittmar, Bill Ramsey

Call to Order

Chair Tiffney White called to order the Camden County Board of Commissioners and Chair Jason Banks called to order the Camden County Board of Education.

Consideration of the Agenda

Commissioner Aydtlett offered a motion to approve the agenda as presented. The motion passed with four commissioners voting aye (White, Krainiak, Leary and Aydtlett), and no commissioner voting no. Commissioner Munro joined by conference call at 6:10 PM.

Board of Education member Chris Purcell offered a motion, which was seconded by Board of Education Member O'Neal to approve the agenda as presented. The motion passed with all board members voting aye and no board member voting no.

High School Facilities Discussion

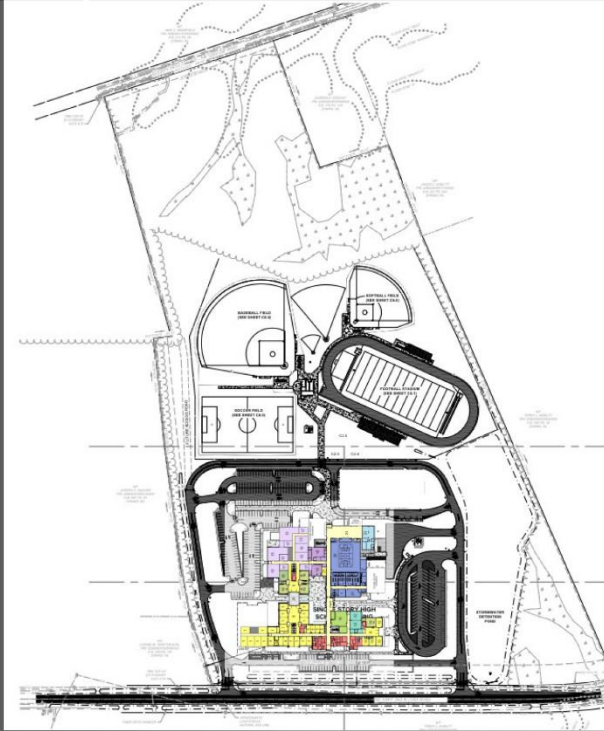
Maggie Dittmar included the following in her presentation to the Boards:

- Project History
 - May 2008: County Commissioners approved purchasing land for a new high school.
 - November 2017: County and District received approval for initial \$2.3 million grant for new high school.
 - March 2019: County Commissioners finance workshop where various options for funding a new high school were discussed by First Tryon, the County's advisers.
 - March 2019: County Commissioners approved grant application for high school.
 - September 2019: County and District received facility study results. Conclusion: The high school must be replaced to make space for growing enrollment.
 - November 2019: County and District received approval for remaining \$10 million grant for new high school.
 - October 2019 - October 2020: District developed an education program for high school.
 - July 2020: County Commissioners approved preliminary site investigation on the proposed high school site.

- August 2020: County Commissioners approved the \$33 million ballot question for a total project budget of \$45,287,400 based upon a combination of a 10-cent property tax increase, sales tax revenues and the NC Grant funds.
 - November 2020: Voters overwhelmingly said Yes.
 - May 2020: MBK and Moseley receive Design Notice to Proceed.
 - May 2020 – December 2021: Design Progress
 - November 2020 – December 2021: County and District prepare required financial documentation and site evaluations for the USDA loan process.
 - January 2022: MBK prepared updated project budget for the grant application & paused design.
 - January 2022 – July 2022: Awaiting results of grant allocations and state budget.
 - April 2022: County and District received approval for additional \$27,712,800 million grant for new high school to increase grant award to a total of \$40 million.
 - July 2022: NC State Budget passed and County and District received an additional \$10 million grant for new high school to increase grant award to a total of \$50 million.
 - July 2022 – March 2023: County and District discuss potential options for site including a new site or purchasing property adjacent to the existing site.
 - July 2022 – March 2023: District discusses options for adding scope to the project.
 - March 2023: Property options are no longer available and the project will move forward on the original site (Highway 343).
 - March 2023: MBK presents prioritization of added scope to Board of Education.
- Additional Scope Prioritization – Each Camden County Board of Education member completed a survey designed to aid them in prioritizing scope for the high school project (contingent on funding availability). There were ten options for consideration and the results after averaging the individual rankings are as follows:
 1. Additional Classrooms
 2. CTE Revision
 3. Auxiliary Gymnasium & State Combo (or other combo)
 4. Field House
 5. Auxiliary Gymnasium
 6. Additional Early College Classrooms
 7. Synthetic Turf Football Field
 8. Auditorium
 9. Track Surface Upgrades
 10. Auditorium
 - Parking Requirements – Kim Hamby and Erin Burke addressed the parking requirements.
 - Current Design: Major Educational Facility Classification (1 space / 300 sf)
 - Potential Design: Moderate Educational Facility Classification (1 space / 500 sf)
 - Proposed Design: Somewhere in the middle to accommodate high school campus needs for teacher, student, visitor and activity parking.

Ashley Dennis reviewed the Preliminary Revised Site Plan:

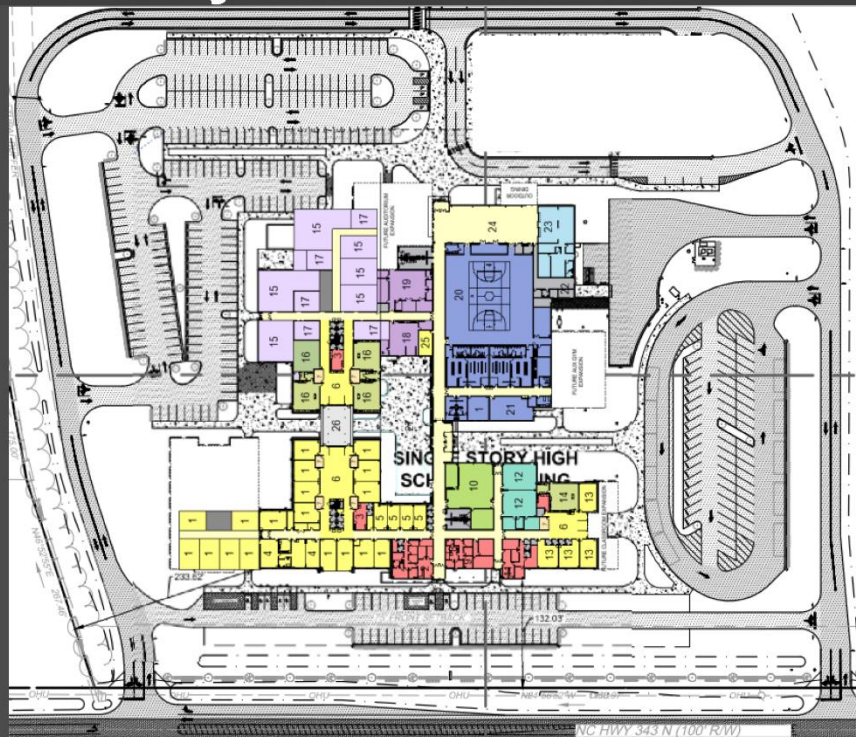
Preliminary Revised Site Plan



MOSELEYARCHITECTS

M. B. Kahn Construction Co., Inc.

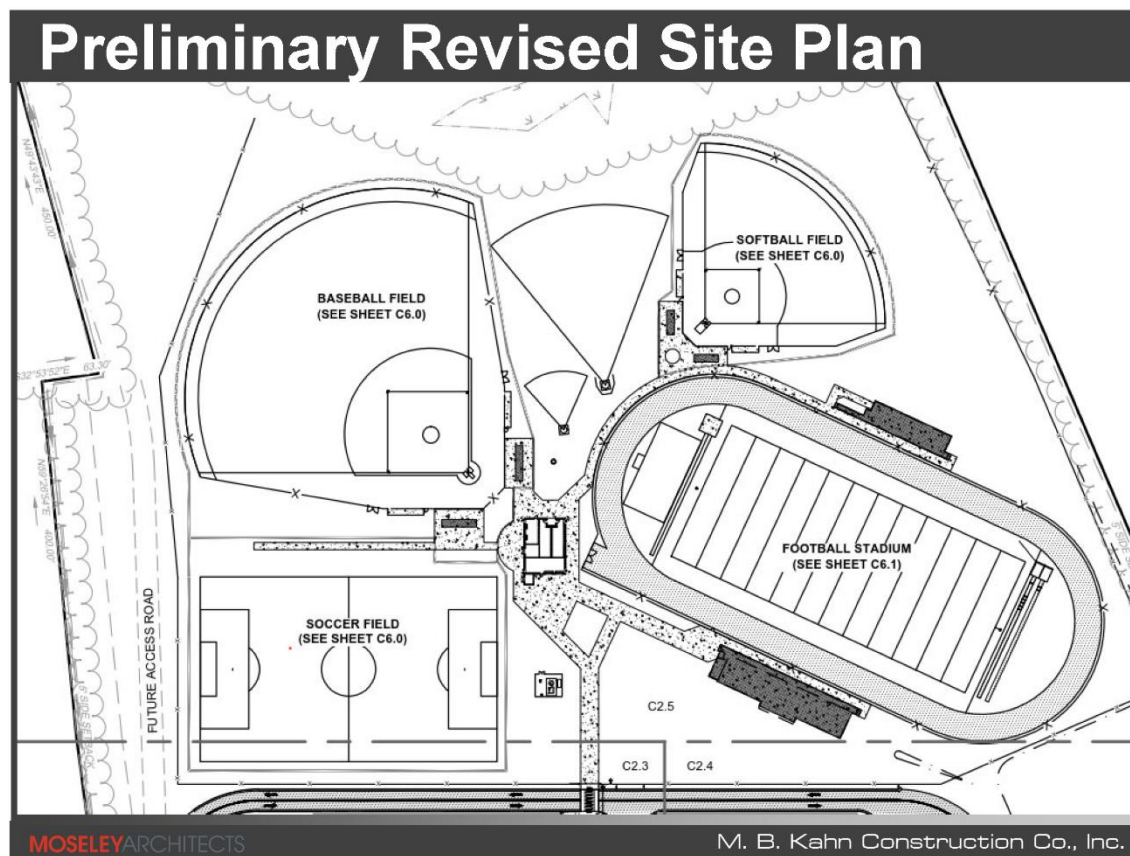
Preliminary Revised Site Plan



MOSELEYARCHITECTS

M. B. Kahn Construction Co., Inc.

Attachment: bocminutes_032923 (BOC Meeting Minutes)



Commissioner Randy Krainiak expressed concern in regard to flooding. Ms. Hamby explained that right now the elevation of the school is projected to be 3 feet above the road in the front and is very well protected from storms that have occurred such as Matthew.

Chair White confirmed that Commissioner Munro had joined the meeting by phone at 6:36 PM.

In regard to the two-story option, Ms. Dittmar stated that the funding amount that has been allocated does not allow for the time and effort for that it would take to look into that option. Ms. Dennis added that looking at the two-story option would also require additional conversation in regard to programming consideration. She added that there would not be a cost savings associated with transitioning to a two-story design. Ms. Dennis also noted that no one can answer as to what will fit in the budget because they have not been given the budget figure up to this point.

Vice Chair Munro requested that the Board reconsider the property located on Highway 158 across from the County Administration Building, which would allow for future growth.

Chair White stated that the Board had already been polled and it was decided that the school would be built on the original 343 site.

Commissioner Krainiak also expressed concern with the 343 site due to the space restrictions and safety and requested that it be on record that he is against the 343 location.

Dr. Banks noted that the 73% of the voters approved the Bond Referendum and requested that a budget be presented based on the results of that vote.

Board Member Chris Purcell inquired what an estimate would be for a two-story option. Mr. Ramsey stated that a second story with necessary changes would probably be at \$83 million.

There was some discussion on the budget but no official action was taken in regard to setting the specific budget for the project.

Ms. Dennis recommended that the team be directed to move forward with the two-story option and so that they could do the necessary work to present a plan. Mr. Ramsey stated that the design period could take 1 to 1 ½ months.

Chair Tiffney White offered a motion for MB Kahn and Moseley Architects to move forward with the two-story design. The motion passed with Chair White, Commissioner Aydlett and Commissioner Leary voting aye and Vice Chair Munro and Commissioner Krainiak voting no.

There being no further matters for discussion, a motion was made by Chris Purcell, and seconded by Kevin Heath, to adjourn the Board of Education. The motion passed unanimously with all members voting aye and no member voting no.

Chair White made a motion to adjourn the Board of Commissioners. The motion passed unanimously with all members voting aye and no members voting no.

The meeting was adjourned at 7:06 PM.

Camden County Board of Commissioners
Regular Meeting
May 1, 2023; 7:00 PM
Camden Public Library Boardroom
118 Hwy 343 North

Minutes

A Regular Meeting of the Camden County Board of Commissioners was held at 7:00 PM on May 1, 2023 in the boardroom of the Camden Public Library in Camden, North Carolina.

CALL TO ORDER

The meeting was called to order by Chair Tiffney White at 7:00 PM. Also Present: Vice Chair Ross Munro, Commissioners Randy Krainiak, Sissy Aydlett and Troy Leary. Administration Staff Present: County Manager Erin Burke, County Attorney John Morrison and Clerk to the Board Karen Davis.

INVOCATION & PLEDGE OF ALLEGIANCE

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

ITEM 1. CONSIDERATION OF AGENDA

Motion to approve the agenda as presented.

RESULT:	PASSED [5-0]
MOVER:	Troy Leary
AYES:	Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

ITEM 2. CONFLICT OF INTEREST DISCLOSURE STATEMENT

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

ITEM 3. PRESENTATIONS

- A. Dismal Swamp Welcome Center – Sarah Hill, Welcome Center Director and Tourism Development Authority Chair, gave a brief presentation on National Travel & Tourism Week to take place May 7-13, 2023.

ITEM 4. PUBLIC COMMENTS

Mr. John Morrison presented information on an upcoming 5K event (walk, run or cycle) in honor of his daughter, Mary, for the purpose of raising funds for cancer research at the Lineberger Cancer Center in Chapel Hill. This event, referred to as “Run With Mary – Make It A Fair Fight” will take place Saturday, May 13th at 10:00 AM in Elizabeth City.

ITEM 5. PUBLIC HEARINGS

- A. Commerce Park Property Sale (D.T. Read Steel Company, Inc.) – Erin Burke

The purpose of this Public Hearing is to receive public input on the conveyance of a fee simple interest in real property from the County of Camden (The County) to D. T. Read Steel Co., Inc. (The Company) consisting of six point seven two (6.72) acres more or less situate within the Camden Commerce Park, Camden, North Carolina, to exclude any wetlands. The value of the real property to be conveyed is thirty-five thousand dollars (\$35,000) per acre. The proposed consideration will be thirty-five thousand dollars (\$35,000) per acre. The Company contemplates moving its corporate headquarters with the creation of 6-8 administrative full-time jobs and 75-150 seasonal jobs with an average annual payroll of \$10 million. Jobs shall be maintained for at least ten (10) years.

Motion to open Public Hearing.

RESULT:	PASSED [5-0]
MOVER:	Ross Munro
AYES:	Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

Attachment: bocminutes_050123 (BOC Meeting Minutes)

Public Comments – None.

Motion to close the Public Hearing.

RESULT:	PASSED [5-0]
MOVER:	Tiffney White
AYES:	Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

Motion to authorize the County Manager, in consultation with the County Attorney, to enter into a Purchase and Sale Agreement with D.T. Read Steel Company based on the terms presented.

RESULT:	PASSED [5-0]
MOVER:	Ross Munro
AYES:	Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

ITEM 6. OLD BUSINESS

A. Discussion of New High School

Vice Chair Munro stated that due to miscommunication or misunderstanding at the April meeting he offered the following motion:

Make clear to the County Manager to continue in partnership with the Board of Education researching the cost of the design of a two-story building on the 343 site and also research the other tract of land that has been identified so that we have two avenues to pursue to get the high school built.

Commissioner Aydlett requested to vote on the two parts of the motion separately.

Vice Chair Munro amended his first motion to the following:

Motion to continue with the research with MB Kahn for the possible two-story high school (on the 343 site).

RESULT:	PASSED [5-0]
MOVER:	Ross Munro
AYES:	Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

Motion to authorize the County Manager to research the possible purchase of 70 usable acres for the site of the new high school that has been identified to the County Manager.

Commissioner Aydlett inquired as to the location of the site.

Vice Chair Munro declined to discuss it in open session as not to disclose the ownership of the property before negotiation with the landowner.

Commissioner Aydlett stated that she is not comfortable voting without disclosure of the referenced property.

RESULT:	FAILED [2-3]
MOVER:	Ross Munro
AYES:	Ross Munro, Randy Krainiak
NOES:	Tiffney White, Troy Leary, Sissy Aydlett

Commissioner Leary stated that he is unsure which property is being discussed. He stated there should be two properties that are being considered.

Attorney Morrison suggested not limiting the search to two sites as well as to consider adding a deadline at which the investigation would be completed.

Vice Chair Munro then offered the following motion based on Attorney Morrison's recommendation:

Motion to authorize the County Manager to investigate viable tracts of land for purchase for the new high school with an investigation period of no more than 60 days.

RESULT: PASSED [3-2]
MOVER: Ross Munro
AYES: Ross Munro, Randy Krainiak, Troy Leary
NOES: Tiffney White, Sissy Aydlett

ITEM 7. NEW BUSINESS

A. Tax Report – Lisa Anderson

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>
2022	295,948.12	47,680.00
2021	111,295.09	8,308.80
2020	45,867.62	3,460.35
2019	24,706.50	1,854.32
2018	18,461.77	1,080.65
2017	11,434.96	1,289.46
2016	7,439.45	1,035.04
2015	6,123.07	628.26
2014	8,137.17	969.00
2013	6,233.41	4,618.93

TOTAL REAL PROPERTY TAX UNCOLLECTED	535,647.16
TOTAL PERSONAL PROPERTY UNCOLLECTED	70,924.81
TEN YEAR PERCENTAGE COLLECTION RATE	99.33%
COLLECTION FOR 2023 vs. 2022	165,513.30 vs. 127,030.46

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2022	96.49%
2021	98.75%
2020	99.38%

EFFORTS AT COLLECTION IN THE LAST 30 DAYS

ENDING March 2023
 BY TAX ADMINISTRATOR

<u>908</u>	NUMBER DELINQUENCY NOTICES SENT
<u>32</u>	FOLLOWUP REQUESTS FOR PAYMENT SENT
<u>3</u>	NUMBER OF WAGE GARNISHMENTS ISSUED
<u>2</u>	NUMBER OF BANK GARNISHMENTS ISSUED
<u>29</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

30 Largest Unpaid - Real

Roll	Parcel Number	Unpaid Amount	YrsDltg	Taxpayer Name	City	Property Address
R	01-8929-00-34-2503.0000	16,676.00	1	STONEBRIAR COMMERCIAL FINANCE	SOUTH MILLS	
R	02-8943-01-17-4388.0000	11,143.88	2	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	03-8971-00-23-2253.0000	9,306.61	2	ABODE OF CAMDEN, INC.	SHILOH	187 C THOMAS POINT RD
R	02-8944-00-40-4542.0000	8,865.17	1	EDWARD HUNTER	CAMDEN	160 C SAND HILLS RD
R	02-8954-00-99-0724.0000	7,267.36	2	TWIFORD IV, LLC	CAMDEN	TROTMAN RD
R	02-8934-01-18-8072.0000	7,103.79	2	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	02-8934-01-29-4776.5853	6,833.75	1	HASTINGS REVOCABLE TRUST	CAMDEN	110 158 US W
R	02-8935-02-66-7093.0000	6,782.56	2	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	01-7999-00-62-3898.0000	5,890.92	2	MICHAEL ASKEW	SOUTH MILLS	257 A OLD SWAMP RD
R	03-8962-00-05-0472.0000	5,801.13	2	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	02-8916-00-39-5170.0000	5,760.62	2	JEWEL H. DAVENPORT	CAMDEN	WINDY HEIGHTS DR
R	02-8934-01-29-4617.0000	5,748.12	2	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	03-8943-02-75-4196.0000	5,728.00	2	SHERRILL M PRICE JR	SHILOH	115 COOKS LANDING RD
R	01-7989-00-01-1714.0000	5,589.67	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8945-00-41-2060.0000	5,369.46	2	LASALLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	02-8916-00-39-5170.0000	5,319.70	2	DONALD RAY JONES	CAMDEN	670 343 HWY N
R	03-9809-00-24-8236.0000	5,213.35	2	GENE W TREY	SHILOH	503 SAILBOAT RD
R	03-9809-00-23-4988.0000	5,097.20	2	WANDA H WELLS	SHILOH	104 HIGH RD
R	03-8973-00-53-0748.0000	5,096.48	2	MORRIS L. KIGHT III	SHILOH	142 STANLEY LN
R	02-8954-00-43-8538.0000	4,941.32	2	BILLY ROSS FEREBEE	CAMDEN	237 PALMER RD
R	03-8961-00-68-3593.0000	4,381.87	2	EDWARD LANE MOORE	SHILOH	169 RAYMONS CREEK RD
R	02-8934-04-72-0416.0000	4,155.76	2	PAULINE JETTE	CAMDEN	238 COUNTRY CLUB RD
R	03-8972-00-44-8500.0000	4,137.94	2	ABODE OF CAMDEN INC.	SHILOH	343 HWY S
R	03-8961-00-38-7383.0000	4,010.86	1	DAVID G. REIFEL	SHILOH	160 BAYBREEZE DR
R	02-8935-04-63-0820.0000	3,990.30	1	BELCROSS PROPERTIES, LLC	CAMDEN	197 158 US E
R	03-8899-00-96-8787.0000	3,866.51	2	LESLIE MITCHELL HEIRS	SHILOH	114 EDGEWATER DR
R	02-8934-03-31-9750.0000	3,690.92	1	CAROLYN MCDANIEL	CAMDEN	195 COUNTRY CLUB RD
R	03-8889-00-48-7259.0000	3,489.30	2	ROBERT AND JANETTE TEMPLETON	SHILOH	127 SAILBOAT RD
R	02-8937-00-50-2005.0000	3,386.27	1	BRENDA MOORE	CAMDEN	197 HERMAN ARNOLD RD
R	03-8990-00-17-3935.0000	3,352.06	2	KARL L ADCOCK	SHILOH	100 CATALAN DR

30 Oldest Unpaid - Real

Roll	Parcel Number	YrsDltg	Unpaid Amount	Taxpayer Name	City	Property Address
R	02-8935-02-66-7093.0000	10	6,782.56	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	01-7989-00-01-1714.0000	10	5,589.67	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8965-00-37-4242.0000	10	3,077.96	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8962-00-04-9097.0000	10	2,988.80	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	01-7989-00-95-3597.0000	10	2,613.78	WALTER TURNER HEIRS	SOUTH MILLS	CAROLINA RD
R	03-8899-00-45-2682.0000	10	2,245.98	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8952-00-95-8737.0000	10	2,233.18	ANDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	2,022.09	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7988-00-91-0179.0001	10	2,014.88	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	01-7999-00-12-8596.0000	10	1,943.65	MOSES MITCHELL HEIRS	SOUTH MILLS	
R	03-8943-04-93-8214.0000	10	1,862.04	L. P. JORDAN HEIRS	SHILOH	165 BUNKER HILL RD
R	01-7091-00-64-6569.0000	10	1,814.42	CLARENCE D. TURNER JR.	SOUTH MILLS	108 CAMDEN AVE
R	02-8926-00-13-6839.0000	10	1,407.85	NORTHEASTERN COMMUNITY	CAMDEN	STINGY LN
R	02-8935-01-07-0916.0000	10	1,202.28	SESTTA MERCER INGRAM	CAMDEN	123 TRAFTON RD
R	02-8936-00-24-7426.0000	10	948.81	BERNICE PUGH	CAMDEN	227 SLEEPY HOLLOW RD
R	01-7090-00-60-5052.0000	10	840.78	JOE GRIFFIN HEIRS	SOUTH MILLS	113 BOURBON ST
R	01-7989-04-60-1568.0000	10	806.07	EMMA BRIFE HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	01-7989-04-90-0938.0000	10	791.77	DORIS EASON	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	786.75	CHRISTINE RIDDICK	SOUTH MILLS	1352 343 HWY N
R	01-7081-00-62-1977.0000	10	719.09	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	105 BLOODFIELD RD
R	02-8955-00-13-7846.0000	10	592.37	MARIE MERCER	CAMDEN	117 OTTERS PL
R	03-9809-00-33-4725.0000	10	441.32	DENNIS CREASY	SHILOH	IVY NECK RD
R	03-8980-00-61-1968.0000	10	417.12	WILLIAMSBURG VACATION	SHILOH	SAILBOAT RD
R	03-9809-00-53-4358.0000	10	406.96	WILLIAM G. YATES	SHILOH	CAMDEN POINT RD
R	03-8989-00-36-1558.0000	10	367.55	PERCY BUISAVAGE	SHILOH	SAILBOAT RD
R	03-8962-00-55-5300.0000	10	310.71	OCTAVIA COPELAND HEIRS	SHILOH	HIBISCUS RD
R	01-7090-00-95-5262.0000	10	307.16	JOHN F. SAWYER HEIRS	SOUTH MILLS	457 NECK RD
R	03-9809-00-54-8280.0000	10	306.72	RODNEY STEVEN SPIVEY &	SHILOH	OLD SWAMP RD
R	03-8980-00-84-0931.0000	10	293.76	CARL FEUSCHER	SHILOH	SAILBOAT RD
R	03-9809-00-66-0120.0000	10	262.25	RANDELL CRIDER	SHILOH	218 BROAD CREEK RD

30 Largest Unpaid – Personal

Roll	Parcel Number	Unpaid Amount	YrsDltg	Taxpayer Name	City	Property Address
P	0001089	33,009.80	1	EASTERN CAROLINA CONST, INC.	CAMDEN	150 A 158 HWY E
P	0002941	2,059.39	2	BARKER'S TRUCKING, INC	SHILOH	108 SASSAFRAS LN
P	0000295	1,126.07	4	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001709	947.26	6	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0002608	901.47	1	NORTH POINTE HAULING INC	SOUTH MILLS	103 NORTH POINTE RD
P	0003721	792.00	2	JIMMY'S TRUCKING & HAULING LLC	CAMDEN	127 TRAFTON RD
P	0001721	693.51	2	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD
P	0003192	583.193	1	ROBERT JESSE-ALDERMAN HUDGINS	CAMDEN	409 343 HWY N
P	0001046	543.81	1	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	520.66	10	PAM BUNDY	SHILOH	105 AARON DR
P	0003537	469.87	1	NATHAN MARC SEBURA	CAMDEN	343 HWY N
P	0003513	449.27	1	JULIE PORTER	CAMDEN	431 158 US W
P	0003512	397.83	1	WILLIAM ANTHONY POPE JR	CAMDEN	214 SMITH DR
P	0003907	386.53	2	PAUL DAVID RUSSELL	SOUTH MILLS	114 OTTERS PL
P	0000297	368.21	2	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0003017	337.95	1	MARK STANLEY MICHALSKI	SOUTH MILLS	138 CAROLINA RD
P	0003773	337.89	2	SEVAN NERO BARTLETT	CAMDEN	197 HERMAN ARNOLD RD
P	0003715	314.76	1	CHARLES CHANNING ROTEN	SOUTH MILLS	302 34 HWY N
P	0003415	302.75	2	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0000945	294.86	2	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0003547	292.19	2	NICHOLAS W. STOTTS	CAMDEN	431 158 US W
P	0002902	281.09	2	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0003208	271.52	2	RICKY W JOHNSON	CAMDEN	113 PALMER RD
P	0001545	270.35	2	LOUIS RUGGERI	CAMDEN	390 CAMDEN CSWY
P	0003295	262.39	2	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0001104	258.76	1	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0003478	253.59	1	JOHN PETER LEARY	SOUTH MILLS	971 343 HWY N
P	0002525	251.35	2	JOSEPH VINCENT CARDYIN	SHILOH	260 ONE MILL RD
P	0000772	232.65	2	COSEY BAKER	SOUTH MILLS	114 BINGHAM RD
P	0002643	231.93	1	JASON RYAN MCCALLISTER	SOUTH MILLS	102 COUNTRY MEADOWS DR

30 Oldest Unpaid – Personal

Roll	Parcel Number	YrsDltg	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001072	10	520.66	PAM BUNDY	SHILOH	105 AARON DR
P	0001709	8	947.26	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001046	8	543.81	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	8	226.96	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001538	8	216.33	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0001106	8	200.27	JAMIE ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001694	8	128.34	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0000295	7	1,126.07	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000770	7	134.40	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0002921	7	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0000945	6	294.86	RAMONA F. TRZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0002468	6	221.37	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
P	0002968	6	202.44	MICHAEL WILLIAM MAINELLO	SOUTH MILLS	237 KEETER BARN RD
P	0001150	6	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0001689	6	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0002902	5	281.09	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0001512	5	213.49	JOHN WESLEY BURGESS, JR.	CAMDEN	431 158 USY W
P	0002942	5	100.25	JAMES P. VASILOPOULOS	CAMDEN	346 343 HWY S
P	0003513	4	449.27	JULIE PORTER	CAMDEN	431 158 US W
P	0003415	4	302.75	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0003075	4	262.38	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0003414	4	199.71	EDWARD A. BILL	CAMDEN	152 158 US W
P	0003096	4	191.26	DANIEL ELWOOD BRIGHT	CAMDEN	109 JUNIPER DR
P	0002978	4	177.22	JONATHAN LEWIS PUGH	SOUTH MILLS	205 MAIN ST
P	0003035	4	173.24	ROBERT HENRY LEE	SHILOH	121 BEECH TREE DR
P	0003487	4	171.51	MICHAEL RONALD MAYO II	CAMDEN	146 BELCROSS RD
P	0003495	4	147.34	ALY MOHAMAD	SHILOH	100 BROAD CREEK RD
P	0002056	4	114.25	MICHAEL T. COPELAND	CAMDEN	106 DOGWOOD DR
P	0003378	4	108.36	JAMES KELLEY WIGFIELD	CAMDEN	441 158 US E
P	0001721	3	693.51	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD

Motion to approve the tax report as presented.

RESULT: PASSED [5-0]

MOVER: Sissy Aydtlett

AYES: Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydtlett

B. East Albemarle Regional Library Agreement – Erin Burke

The East Albemarle Regional Library Agreement was last approved for a ten-year term and ends June 2023. The agreement for the Board's consideration is for a term of three years due to ARPA funding. There have been some minor clerical changes to the agreement but there have been no substantial changes to the language of the previous agreement.

Contract for the East Albemarle Regional Library System

This agreement made and entered into this the ____ day of ____, 2023 by and between the Counties of Camden, Currituck, Dare and Pasquotank.

WHEREAS, the Mission of the East Albemarle Regional Library System is to serve citizens of all ages by making available materials that meet their informational and recreational interests and to support formal education, independent learning and literacy/reading enhancement; and,

WHEREAS, the East Albemarle Regional Library System strives to serve as a reliable resource that meets our community's need for information, recreation, entertainment, education and personal fulfillment; and,

WHEREAS, the East Albemarle Regional Library System attempts to appeal to a broad spectrum of citizens, catering in a professional and courteous manner to their needs; and,

WHEREAS, this collaboration provides for a more effective and efficient use of local resources and better technology for the benefit of their residents and;

WHEREAS, this collaboration provides opportunities for service and resource allocations beyond the financial and service capacities of the individual governments and libraries.

NOW, THEREFORE, pursuant to resolutions duly adopted by their governing boards, the parties, hereto renew their commitment for the organization of the East Albemarle Regional Library System upon the terms set forth below therein for a term extending from 1 July 2023 through 30 June 2026.

I. Governments Involved

- Camden County
- Currituck County
- Dare County
- Pasquotank County

II. Purpose statement

- This agreement is to perpetuate excellent library and information services to the residents of the areas included within the jurisdictions of the aforementioned governing bodies through their collaborative and collective efforts under the legal authority of N.C.G.S. 153A-270 and N.C.G.S. 160A, Article 20, Part 1.

III. Board of Trustees

- The Board of Trustees shall be the governing body of the Regional Library System.
- Membership
 - There shall be twelve (12) members of the Board of Trustees providing equitable representation of each participating governmental unit.
 - Camden County: three (3) members appointed by the Camden County Board of Commissioners.
 - Currituck County: three (3) members appointed by the Currituck County Board of Commissioners.
 - Dare County: three (3) members appointed by the Dare County Board of Commissioners.
 - Pasquotank County: three (3) members appointed by the Pasquotank County Board of Commissioners.

- Members shall be appointed from the membership of the local library advisory boards according to bylaws and policies approved by each County Board of Commissioners for that library.
 - Members shall be appointed in staggered terms to promote consistency as well as to accommodate change. Regional Bylaws shall clearly define the term limits and how staggered terms shall be accomplished. Members shall be serving as members of the local advisory boards at the time of their appointment.
 - Members shall serve no more than two consecutive terms with no single term longer than four years.
 - Vacancies on the Board shall be filled with appointments by the appropriate governing body to serve the remainder of the unexpired term of the member creating the vacancy.
 - Any member missing three (3) consecutive Board meetings shall be considered to have resigned, and the County Commissioners shall appoint a new member to serve the remainder of the unexpired term upon notification by the Chairman of the Regional Library Board of Trustees.
- c. Powers and Duties delegated to the Regional Library Board of Trustees by the Counties of Camden, Currituck, Dare and Pasquotank.**
- The Board of Trustees shall be delegated the power to adopt bylaws and rules for its own governance.
 - The Board of Trustees shall be delegated the power to adopt policies for the regional library system's administration and operation.
 - The Board of Trustees shall be delegated the power to select, appoint, remove, determine salary and other terms of employment of a regional library director.
 - These actions shall require a majority vote of the Board at which a quorum is present.
 - The EARL Regional Library Director shall:
 - Have a valid North Carolina Public Librarian Certificate;
 - Be the chief executive and administrative officer of the East Albemarle Regional Library and function in accordance with the approved policies of the EARL Board;
 - Be authorized to appoint other employees and will seek advice from local trustees and officials in appointing management personnel;
 - All regional library personnel will be under the administration of the director.
 - The Board of Trustees shall develop and approve an annual budget which shall:
 - Be administered under the same provisions as units of local government (G.S. 159), with all state funds administered by the regional library and expended throughout the region as described in 07 NCAC 021.0202.
 - The Board of Trustees shall be delegated the power to appoint a regional finance officer who shall:
 - Ensure expenditure of funds consistent with the budget adopted by the Board;
 - Receive, deposit and expend all funds in accordance with generally accepted accounting principles;
 - Report directly to the regional library director and at all meetings of the Board.

- vi. The Board of Trustees shall be delegated the power to assure compliance with all applicable State and Federal laws and eligibility requirements for the receipt of State and Federal Funds.
- vii. The Board of Trustees shall be delegated the power to make recommendations to the governing units concerning the construction and improvement of the physical facilities of the libraries within the region; however, construction and facility maintenance shall be the responsibility of the local governing unit unless the Regional Board negotiates and approves a collaborative effort.
- viii. The Board of Trustees shall make regular reports related to services and operations to each governing body as conveyed by approved reports of the Regional Library Director.
- ix. The Board of Trustees shall obtain an annual independent audit of regional library accounts consistent with generally accepted accounting principles, and submit a copy of this audit to the State Library of North Carolina.

IV. Terms of Property Ownership

- a. A major benefit of regional cooperation is that limited resources may be shared among the various county residents without wasteful duplication; however, certain ownership restrictions shall apply:
 - i. All buildings, vehicles, and grounds paid for with local funds shall remain the property of their respective county.
 - ii. All books, technology, furnishings or other resources paid for with local funds shall remain the property of the respective county.
 - iii. All books, technology, vehicles or other resources paid for with Regional or State funds shall remain the property of the Regional Library System. If one county should withdraw, it forfeits any rights to joint property. If the agreement is terminated or the Regional Library dissolved, the joint property shall be divided equally or sold and the proceeds divided equally among the participating counties.

V. Insurance Coverage and Indemnification

- a. Insurance Coverage
 - i. The local government units shall maintain insurance coverage for the building and for contents of the buildings for each of their individual libraries including general liability insurance.
 - ii. The Regional Library shall maintain insurance coverage for all items on the Regional inventory list and capitalization listing in all library facilities, the Regional Library office, and the vehicles used to provide service.
- b. Indemnification
 - i. The Regional Library shall, to the extent legally permissible, indemnify each person who may serve or who has served at any time as an officer, director, board member, or regional library employee against all expenses and liabilities, including, without limitation, counsel fees, judgments, fines, excise taxes, penalties and settlement payments, reasonably incurred by or imposed upon such person in connection with any threatened, pending or completed action, suit or proceeding in which he or she may become involved by reason of his or her service in such capacity; provided that no indemnification shall be provided for any such person with respect to any matter as to which he or she shall have been finally adjudicated in any proceeding not to have acted in good faith in the reasonable belief that such action was in the best interests of the corporation, and further provided that any compromise or settlement payment shall be approved by a majority vote of a quorum of directors who are not at that time parties to the proceeding.

VI. Provisions for Amendment

- a. This agreement can be amended providing that all parties accept those amendments by a majority vote in a regular meeting of those parties.
- b. Recommendations for amendments shall be forwarded to each of the county governments in writing with a thirty-day period for consideration given. At the next regular meeting of the county boards after this thirty-day period, the amendments shall be voted on by those bodies.
- c. Disagreements related to this agreement shall be resolved first by a committee of representatives from each governmental unit and then by their legal counsels if necessary.

VII. Provisions for Withdrawal

- a. If any county, or counties, participating in the East Albemarle Regional Library wishes to withdraw from the Region, it must give written notice to the other counties and the Regional Library Board no later than July 1 that it wishes to withdraw from the Region on June 30th of the following year as described in 07 NCAC 021.0306.
- b. Should that member decide within this time period to rescind the proposal, that member shall remain a part of the Regional Library System under the same conditions and requirements as the agreement under which they became a member.
- c. Should more than one party wish to withdraw from the region, the Regional Library Board shall recommend to the remaining parties a best course of action for future library services to the remaining counties including remaining as a smaller regional library system or dissolution of the region.
- d. Should a member fully withdraw, the Terms of Property Ownership as stated in Section IV (above) shall apply.
- e. Any penalty or additional costs to the Regional Library System by a vendor for renegotiation of a multi-year contract or agreement due to the withdrawal of a party from the regional system shall be borne by the withdrawing party.
- f. In case of withdrawal from the East Albemarle Regional Library System by one or more parties, plans will be made to provide uninterrupted and equitable library services in remaining EARL locations the following July 1. The cost of new and/or additional network hardware and software required for the remaining EARL locations shall be purchased with regional funds.
- g. The East Albemarle Regional Library System will be dissolved if three of the four parties withdraw in accordance with the procedures stated above.
- h. As included under NCGS 160A, Article 20, Part 1, Joint Exercise of Power, the East Albemarle Regional Library System will be dissolved if three of the four participating counties; therefore, if the East Albemarle Regional Library System is dissolved, the counties of Currituck, Dare, Pasquotank and Camden shall divide the joint assets equally among themselves.
- i. Upon dissolution of the East Albemarle Regional Library System, the distribution of properties and resources jointly owned shall be accomplished by a committee composed of representatives from each governmental unit, the current Regional Library Director, and a representative from the State Library of North Carolina.
- j. Upon dissolution of the East Albemarle Regional Library System, after all outstanding debts are resolved, any remaining funds from local governmental units shall be returned to them and the distribution of any remaining State or Federal funds shall be determined by the State Library. Any land and building property owned by the Regional Library shall be sold and the proceeds distributed to the local governmental units. Other property owned by the region, such as outreach vans, computers and other technology, books, and any other assets shall be sold and the proceeds divided among the units or distributed in some other equitable manner as agreed upon by the committee of representatives.

VIII. Review and Termination.

- a. This agreement shall continue to be in effect for three (3) years from the dated signatures on the contract unless reasonable cause for termination is presented in writing to each of the participating local governmental units, the Regional Library Board and the State Library of North Carolina on or before July 1, with an effective date of the following June 30.
- b. The agreement may be reviewed at any time by any local governmental body or the Regional Library Board and, if modifications are deemed reasonable and necessary, amendments may be made according to the procedures stated above.
- c. At the end of the three year agreement period, the Regional Library Board shall review the agreement, recommend any modifications, and submit it for review and renewal to each of the local governmental units which shall review, suggest modifications, and vote to extend or rescind the agreement.
- d. The effective dates for termination shall be the same as a withdrawal from the System.
- e. If the agreement terminates, and no successor agreement is to be executed, the East Albemarle Regional Library System shall be dissolved and joint assets distributed as described above in Section VII.

This AGREEMENT shall be effective upon acceptance by all parties.

IN WITNESS WHEREOF, this agreement has been executed by the principal official of the governing board of each party hereto, pursuant to authority of each respective board.

Attest:

CAMDEN COUNTY

Karen M. Davis by [Signature]
Clerk to the Board Board of Commissioners, Chair

CURRITUCK COUNTY

____ by ____
Clerk to the Board Board of Commissioners, Chair

DARE COUNTY

____ by ____
Clerk to the board Board of Commissioners, Chair

PASQUOTANK COUNTY

____ by ____
Clerk to the board Board of Commissioners, Chair

Motion to approve the agreement with the East Albemarle Regional Library as presented.

RESULT: PASSED [5-0]
MOVER: Tiffney White
AYES: Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydtlett

C. South Mills Water Association Resolution Authorizing Registration & Authority to Vote – Erin Burke

Representatives of South Mills Water Association members that are non-person entities or organizations must present a notarized resolution executed by or on behalf of the entity authorizing the representative to vote the entity's interest. Camden County is such a member. The SMWA will hold a special called meeting of the members on May 3, 2023 to vote on whether the SMWA Board may proceed with selling the Association's assets to a viable purchaser that is able to continue water service at good value to the members and the customers.

**RESOLUTION AUTHORIZING REGISTRATION AND AUTHORITY TO VOTE
SOUTH MILLS WATER ASSOCIATION, INC. (SMWA) MEMBERSHIP**

Entity/Corporate Name: County of Camden

Secretary of State I.D. Number: _____

Address: 127 Keeter Barn Rd; 175 McPherson Rd; 501 McBride St.; 1564 N. 343;
734 N. 343; 1900 Eco Park Blvd.

Account Number: 6592; 4125; 3434; 3539; 3518; 4686; 1115 Phone: 252-338-6363

Erin Burke (designated person's name) has been appointed to represent the member entity listed above as its voting delegate at meeting(s) of the members of SMWA.

The member entity exists as a (check one):

☐ Corporation (including non-profit corporations) or LLC

☐ Partnership

☐ Church

☒ Other Legal Entity – Describe type of entity: Local Government

This resolution will remain in effect (check only one):

☒ Until revoked by delivery of a subsequent resolution prior to the occurrence of any registration under this resolution. (Revoked resolutions will be null and void during any and all subsequent meetings.)

☐ Solely for the purpose of voting at the member meeting held on _____

Signature of authorizing official: Tiffany White Notary Public for said County and State, do hereby certify that Tiffany White (Name of Authorizing Official) personally came before me this day and acknowledged under oath duly sworn or affirmed that she/he is the Board of Commissioners Chair (title) of Camden County, NC (Name of Membership Entity), a Local Government (Type of Organization), and being authorized to do so, executed the foregoing on behalf of the Member Entity listed above.

Signature of Notary: [Signature] Date: May 2, 2023

Notary Signature: [Signature]

Notary Public Expires: 4/3/2027

ND: 4866-4994-6432, v.1

Motion to approve the resolution appointing County Manager Erin Burke to represent the County's membership until revoked by delivery or a subsequent resolution prior to the occurrence of any registration under this resolution.

RESULT:	PASSED [5-0]
MOVER:	Sissy Aydlett
AYES:	Tiffany White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

D. Proclamation in Recognition of Provider Appreciation Day – Erin Burke

Child Care Aware of America will be celebrating Provider Appreciation Day on May 12, 2023. This annual celebration is an important opportunity to recognize the childcare providers in our community and the critical role they play for so many working families.

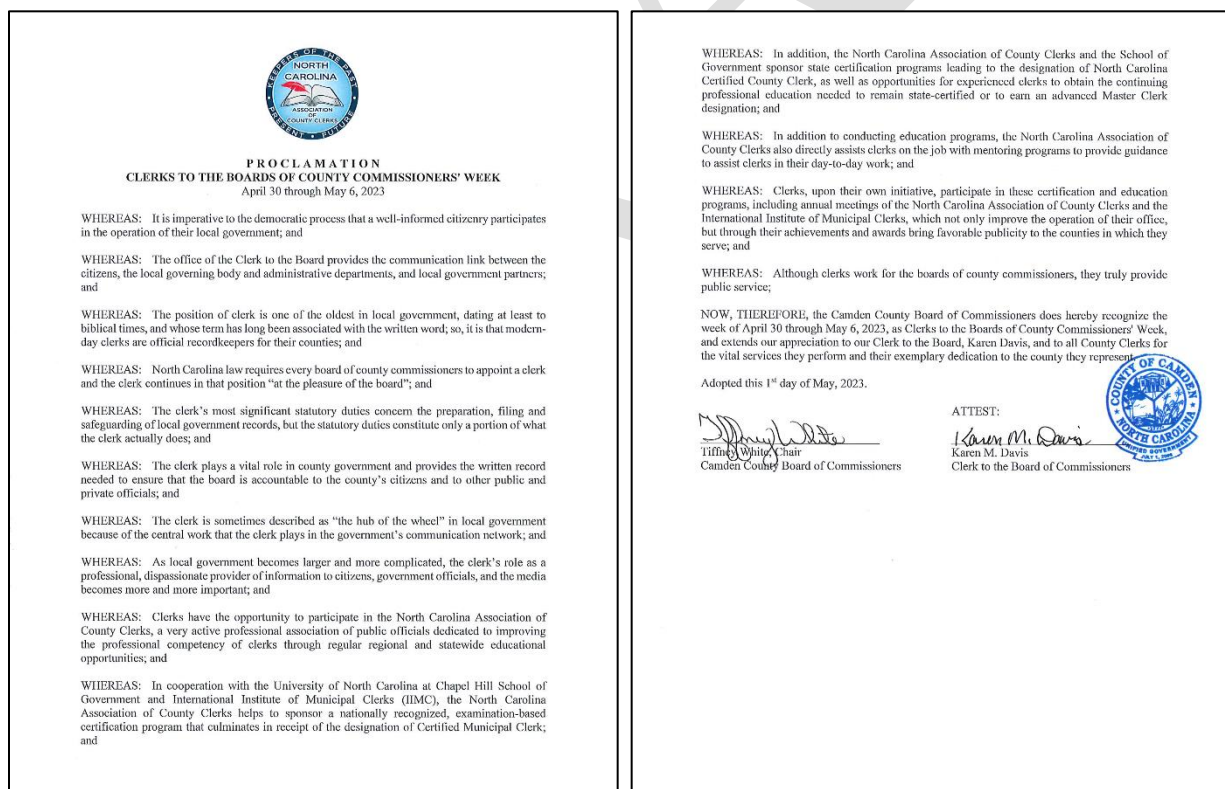


Motion to adopt the Proclamation in Recognition of May 12, 2023 as Provider Appreciation Day.

RESULT:	PASSED [5-0]
MOVER:	Tiffney White
AYES:	Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

E. Proclamation in Recognition of Clerks to the Boards of County Commissioners' Week – Erin Burke

It is the request of the North Carolina Association of County Clerks that the Board adopt the Proclamation Recognizing April 30-May 6, 2023 as Clerks to the Boards of County Commissioners' Week.



Motion to adopt the Proclamation in Recognition of April 30-May 6, 2023 as Clerks to the Boards of County Commissioners' Week.

RESULT: PASSED [5-0]
MOVER: Tiffney White
AYES: Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

ITEM 8. BOARD APPOINTMENTS

- A. Parks & Recreation Advisory Board – Reappointment of Karen Friend & Keith Ward
- B. Community Advisory Committee Resignation Request – Resignation of Tammie Krauss
- C. Senior Center Advisory Board – Reappointment of Patricia Delano, Edith Jennings and Dorothy Drake
- D. Senior Tar Heel Legislature – Appointment of Patricia Delano as Alternate Delegate

Motion to accept the CAC resignation and approve the appointments as presented.

RESULT: PASSED [5-0]
MOVER: Troy Leary
AYES: Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

South Camden Water & Sewer District Board of Directors

Chair White recessed 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: Tiffney White
AYES: Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

New Business

- A. Monthly Report – Chuck Jones

<p style="text-align: center;">South Camden Water & Sewer Board Monthly Work Order Statistics Report Period: March 2023</p>				
	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water/Distribution	74	74	100%	0
Sewer/Collection	0	0	100%	0
<p>New Services installed: 4</p> <p>Locates:</p> <p>Water Line: 92</p> <p>Sewer Line: 1</p> <p>Water & Sewer, same ticket: 2</p> <p>Hydrant flow test: 5</p> <p>Public Works Director Notes/Comments:</p> <p>Ten work orders have been reviewed for accuracy.</p> <p>Water treated at the water treatment plant in March: 14 196 970 gallons</p> <p>Daily average water usage for March: 457 967 gallons</p> <p>Current treatment capacity at the water treatment plant: 720 000</p>				

2023 High Service Pump Flows

Month	Monthly Total	Average Daily Use
January 2023	14,795,679	0.477,280
February 2023	12,740,740	0.455,026
March 2023	14,196,970	0.457,967
April 2023		
May 2023		
June 2023		
July 2023		
August 2023		
September 2023		
October 2023		
November 2023		
December 2023		
Yearly Totals		

2023 SMWA USAGE

Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	146,000	114,000	127,500									
2	144,000	45,000	130,400									
3	166,000	153,334	146,000									
4	122,400	153,333	146,000									
5	141,000	153,333	146,000									
6	140,334	176,800	145,000									
7	140,333	178,200	133,000									
8	140,333	132,900	123,000									
9	142,000	118,000	131,000									
10	133,000	131,134	144,334									
11	128,000	131,133	144,333									
12	124,000	131,133	144,333									
13	143,000	81,100	127,600									
14	143,000	117,500	143,500									
15	143,000	124,800	124,600									
16	149,000	125,800	112,400									
17	124,800	143,967	148,600									
18	132,100	143,967	148,600									
19	137,200	143,966	148,600									
20	134,634	124,900	133,400									
21	134,633	133,700	146,800									
22	134,633	180,000	149,500									
23	139,400	104,450	117,500									
24	88,400	104,450	155,634									
25	165,000	104,450	155,633									
26	94,000	104,450	155,633									
27	150,800	137,100	134,500									
28	150,800	116,000	135,200									
29	150,800		123,800									
30	175,900		125,600									
31	69,800		123,000									
TOTAL	4,228,300	3,608,900	4,271,000									
Average	136,397	128,889	137,774									
Maximum	175,900	180,000	155,634									

SOUTH CAMDEN WATER & SEWER DISTRICT MONTHLY WATER REPORT													
month	active meters	work orders	locates	new serv	gallons sold	tap fees	total collected	gallons sold	sewer collected	sewer cust	gallons sold	sewer collected	sewer cust
					meters			meters	Core	Core	meters	S. Mills	S. Mills
					water			sewer			sewer		
								Core			S. Mills		
2021													
January	2,229	102	107	1	14,409,048	\$8,000.00	\$129,184.92	527,020	\$7,987.76	54	291,760	\$3,098.79	88
February	2,232	87	108	3	12,472,543	\$28,000.00	\$160,585.13	551,050	\$8,593.99	54	228,970	\$3,738.52	89
March	2,240	86	152	1	12,047,251	\$12,000.00	\$150,411.28	503,510	\$8,656.06	54	208,440	\$3,597.83	89
April	2,251	65	139	5	14,759,968	\$66,833.00	\$192,635.30	565,960	\$9,257.62	54	201,240	\$3,348.69	89
May	2,256	88	115	2	15,271,509	\$4,000.00	\$141,268.11	617,470	\$9,195.13	54	322,120	\$3,572.33	90
June	2,261	101	92	2	15,376,790	\$4,000.00	\$153,214.83	523,050	\$9,215.37	54	261,700	\$3,274.74	89
July	2,272	87	104	0	14,246,240	\$98,967.00	\$243,922.11	500,330	\$9,368.09	54	236,290	\$3,936.63	90
August	2,276	89	125	4	17,838,990	\$4,000.00	\$139,706.73	531,930	\$7,445.29	54	455,480	\$4,238.87	90
September	2,283	120	92	3	13,813,320	\$16,000.00	\$174,303.27	619,170	\$7,978.48	54	418,660	\$3,268.90	90
October	2,287	95	81	0	14,815,201	\$0.00	\$127,114.75	1,196,860	\$9,904.44	54	315,360	\$3,746.87	90
November	2,293	72	39	2	13,763,517	\$3,500.00	\$145,643.68	770,130	\$16,643.68	54	264,430	\$6,370.61	90
December	2,298	86	58	0	13,930,906	\$0.00	\$145,160.49	761,500	\$12,600.22	54	286,870	\$4,002.82	89
2022													
January	2,298	90	108	0	13,739,659	\$4,000.00	\$136,306.83	555,880	\$11,704.03	55	244,676	\$3,781.90	89
February	2,299	108	82	0	12,108,415	\$2,500.00	\$135,512.42	589,080	\$9,851.08	55	234,674	\$3,980.47	89
March	2,275	90	77	1	12,047,251	\$65,667.00	\$194,073.56	503,510	\$7,234.28	54	237,641	\$3,557.94	87
April	2,320	82	91	5	22,574,098	\$8,000.00	\$117,609.55	716,960	\$10,988.75	54	257,949	\$3,588.01	88
May	2,328	95	71	1	13,617,980	\$16,000.00	\$160,306.33	674,480	\$13,045.03	54	269,770	\$3,335.55	89
June	2,334	126	91	2	16,466,975	\$35,700.00	\$166,905.67	624,410	\$8,810.69	56	267,930	\$3,404.49	88
July	2,339	121	97	1	16,136,579	\$500.00	\$142,712.18	542,530	\$11,113.40	56	253,630	\$3,135.85	91
August	2,345	129	50	1	14,628,312	\$4,300.00	\$155,258.49	523,100	\$8,497.51	56	280,139	\$4,187.02	91
Sept	2,346	96	96	0	15,285,732	\$8,000.00	\$149,488.63	2,346	\$8,986.17	56	293,411	\$3,618.25	91
Oct	2,349	84	125	1	14,538,209	\$16,300.00	\$159,619.57	738,250	\$10,157.62	56	312,640	\$3,676.01	90
Nov	2,351	76	89	2	13,309,510	\$12,200.00	\$154,779.18	777,510	\$10,759.43	56	282,225	\$4,064.97	90
Dec	2,354	86	78	0	12,132,198	\$300.00	\$144,828.03	723,210	\$14,333.64	56	273,925	\$4,131.12	90
2023													
January	2,352	87	124	0	24,185,560	\$77,001.00	\$207,841.11	625,700	\$11,788.69	56	356,585	\$3,805.19	89
Feb	2,362	73	83	3	12,828,862	\$16,300.00	\$143,633.26	759,740	\$8,371.22	57	189,330	\$4,049.99	89
March	2,365	74	95	32	12,465,862	\$13,967.00	\$152,264.00	669,430	\$12,870.57	58	178,400	\$4,262.81	85

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	New Svc Installed
2021										
Sept	120	100%	0%	119	1	77	15	0	0	3
Oct	95	100%	0%	93	0	64	15	2	0	0
Nov	72	100%	0%	72	0	37	0	2	0	2
Dec	86	100%	0%	85	1	43	8	7	0	0
2022										
Jan	90	100%	0%	89	1	96	6	6	0	0
Feb	108	100%	0%	108	0	73	5	4	0	0
March	90	100%	0%	89	1	64	7	6	0	1
April	82	100%	0%	81	1	74	13	4	0	5
May	95	100%	0%	94	1	58	11	2	0	1
June	127	100%	0%	126	1	87	8	4	0	2
July	121	100%	0%	120	1	73	13	11	0	1
August	129	100%	0%	128	1	39	6	5	3	1
Sept	96	100%	0%	95	1	82	10	4	8	0
Oct	84	100%	0%	84	0	110	8	7	5	1
Nov	76	100%	0%	76	0	76	5	8	6	2
Dec	86	100%	0%	86	0	73	1	4	5	0
2023										
Jan	87	100%	0%	87	0	106	12	6	0	0
Feb	73	100%	0%	72	1	59	7	17	0	3
March	74	100%	0%	74	0	92	1	2	5	4

Motion to approve the monthly report as presented.

RESULT: PASSED [5-0]
MOVER: Sissy Aydtlett
AYES: Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydtlett

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

RESULT: PASSED [5-0]
MOVER: Tiffney White
AYES: Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydtlett

Chair White adjourned the South Camden Water & Sewer Board of Directors and reconvened the Board of Commissioners.

ITEM 9. CONSENT AGENDA

A. BOC Meeting Minutes

- April 3, 2023
- April 5, 2023

B. Budget Amendments

2022-23-BA035
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, 2023.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses			
106810-597500	CRF Appropriation		\$262,000
105000-574121	Sheriff Maintenance Bldg Reno	\$27,500	
105000-574122	Admin/Planning Bldg Reno	\$112,500	
105000-574123	Tax/Water Bldg Reno	\$60,000	
716600-575000	Administration Phase 1	\$62,000	

This Budget Amendment is to appropriate debt service funds for the upcoming renovations and to pay the debt service for the Administration Phase 1 loan through Trust.


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 1st day of May, 2023.

Karen M. Davis
Clerk to Board of Commissioners

Jeffrey White
Chair, Board of Commissioners



2022-23-BA036
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, 2023.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses			
104940-557004	Marketing		\$40,000
105000-574000	Capital Outlay	\$40,000	

This Budget Amendment is to appropriate marketing funds to assist in replacing the aging vehicles and the fleet this fiscal year.


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 1st day of May, 2023.

Karen M. Davis
Clerk to Board of Commissioners

Jeffrey White
Chair, Board of Commissioners



C. Pickups, Releases & Refunds

NAME	REASON	NO.
Daniel Guy Cooper	Turned in Plates - Refund	Pick-up/22669
	\$219.67	69239821
Samuel Ryan Wentz	Turned in Plates - Refund	Pick-up/22671
	\$230.79	59272285
Duane Franklin	Code Enforcement - Release	Pick-up/22700
	\$3,000.00	R-156283-2022
Douglas Keith Wiesner	Turned in Plates - Refund	Pick-up/22702
	\$125.14	66765906
Twiford IV, LLC	Deferred Taxes - Pick-up	Pick-up/22715
	\$8,196.41	R-128118-2020
		R-135549-2021
		R-157683-2022
Patricia Ann Sandridge	Turned in Plates - Refund	Pick-up/22707
	\$153.03	61274391
Danny Lee Angel	Turned in Plates-Did not have-30 days-Refund	Pick-up/22709
	\$246.40	70991208

Attachment: bocminutes_050123 (BOC Meeting Minutes)

D. Refunds Over \$100.00

ACS Tax System
4/25/23 12:44:28

REFUNDS OVER \$100.00

Refunds to be Issued by Finance Office

CAMDEN COUNTY

Page 1

Refunds Remit To: Reference: Drawer/Transaction Info:
 1,592.84 CORELOGIC-FIFTH THIRD BANK 2022 R 03-8965-00-24-5583.0000 20230418 1 273226
 3001 HACKBERRY ROAD OVERPAID R03 8965 00 24 5583
 IRVING TX 750630156

1,592.84 Total Refunds

Submitted by Lisa S. Anderson Date 4-25-23
 Lisa S. Anderson, Tax Administrator Camden County

Approved by Tiffney White Date 5-2-23
 Tiffney White, Chair Camden County Board of Commissioners

E. Vehicle Refunds Over \$100.00

REFUNDS OVER \$100.00

North Carolina Vehicle Tax System														
NCVTS Pending Refund report														
REFUNDS OVER \$100.00 MARCH, 23														
Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Total
COOPER, DANIEL GUY	COOPER, DANIEL GUY		163 LONG PINE RD	SOUTH MILLS, NC 27976	Proration	0069239821	TLF1400	AUTHORIZED	183320856	Refund Generated due to proration on Bill #0069239821-2022-2022-0000-00	Tag Surrender	03/31/2023	4/3/2023 10:25:14 AM	\$217.18
														\$0.00
														\$217.18
COX, JOHN THOMAS JR	COX, JOHN THOMAS JR		PO BOX 65	CAMDEN, NC 27921	Proration	0045021976	HMJ8790	AUTHORIZED	182804610	Refund Generated due to proration on Bill #0045021976-2022-2022-0000-00	Tag Surrender	03/23/2023	3/31/2023 11:08:35 AM	\$192.27
														\$0.00
														\$192.27
DOWN RIVER FARMS INC	DOWN RIVER FARMS INC		1381 S HWY 343	SHILOH, NC 27974	Proration	0070430218	KOL1560	AUTHORIZED	182662966	Refund Generated due to proration on Bill #0070430218-2022-2022-0000-00	Tag Surrender	03/21/2023	3/22/2023 3:08:15 PM	\$195.39
														\$0.00
														\$195.39
KNOTT, ALEXANDER RYAN	KNOTT, ALEXANDER RYAN		261 KEETER BARN RD	SOUTH MILLS, NC 27976	Adjustment >= \$100	0070469535	JDH8207	AUTHORIZED	182873124	Refund Generated due to adjustment on Bill #0070469535-2022-2022-0000-00	Miscary	03/24/2023	3/31/2023 11:08:44 AM	\$123.11
														\$0.00
														\$123.11
WENTZ, SAMUEL RYAN	WENTZ, SAMUEL RYAN		577 NC HIGHWAY 343 S	CAMDEN, NC 27921	Proration	0059272285	HJC4041	AUTHORIZED	183320676	Refund Generated due to proration on Bill #0059272285-2022-2022-0000-00	Tag Surrender	03/31/2023	4/3/2023 10:25:14 AM	\$228.17
														\$0.00
														\$228.17

Submitted by Lisa S. Anderson Date 4-5-23
 Lisa S. Anderson, Tax Administrator Camden County

Approved by Tiffney White Date 5-2-23
 Tiffney White, Chair Camden County Board of Commissioners

Attachment: bocminutes_050123 (BOC Meeting Minutes)

F. Estimated Tax Values 2023

TO: CAMDEN COUNTY BOARD OF COMMISSIONERS

THE FOLLOWING IS THE ESTIMATED PROPERTY VALUE OF CAMDEN COUNTY:

	<u>Real</u>	<u>Personal</u>	<u>Vehicles</u>	<u>Total</u>
South Mills	588,911,993	13,914,385	57,834,446	660,660,824
Courthouse	545,736,313	21,375,994	58,225,305	625,337,612
Shiloh	341,596,213	9,984,967	31,275,014	382,856,194
Subtotal of County				1,668,854,630
Estimated Utilities				19,245,515
Total of County				1,688,100,145

FROM Lisa S. Anderson 4-25-23
LISA S. ANDERSON (TAX ADMINISTRATOR) DATE

TAX RATE COUNTY _____ FIRE _____ TOTAL= _____

Joyce Creek District Real Personal Vehicles Total

368,298,715 7,321,190 40,825,581 416,445,486

JOYCE CREEK WATERSHED IMPROVEMENT TAX _____

Tiffany White 5-2-23
TIFFANY WHITE, CHAIR DATE

G. Amended Grant Project Ordinance

This American Rescue Project Ordinance is being amended to be used for salaries for the General Fund and then salaries reallocated to well and water extension. The School of Government recommends using revenue replacement as it does not require additional policies and federal guidelines to be put in place.

Grant Project Ordinance for the County of Camden American Rescue Act of 2021:
Coronavirus State and Local Fiscal Recovery Funds (AMENDED)

BE IT ORDAINED by the Board of Commissioners of the County of Camden, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1: This ordinance is to establish a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (CSLFRF). The County of Camden has received the allocation of \$2,110,787 first tranche in the amount of \$1,055,393.60 of CSLFRF funds. The total allocation is \$3,110,787, with the remainder to be distributed to the county within 12 months. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

3. Invest in water and sewer infrastructure; making necessary investments to improve access to clean drinking water; support vital wastewater and stormwater infrastructure. To pay salaries for employees within the general fund to use the revenue replacement category.

Section 2: The following amounts are appropriated for the project and authorized for expenditure:

Project Description	Cost Object	Appropriation of CSLFRF Funds	Appropriation of Other Monies (Specify revenue source)
Extension of Wastewater Line	Contract	\$500,000	\$0
Water infrastructure expansion	Contract	\$1,400,000	\$0
Unassigned		\$210,787	\$0
Salaries	Revenue Replacement	\$2,110,787	\$0
Total		\$2,110,787	\$0

Section 3: The following revenues are anticipated to be available to complete the project:

CSLFRF Funds: \$2,110,787
General Fund Transfer: \$0
Total: \$2,110,787

Section 4: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements.

Section 5: The Finance Officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis.


Section 6: Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Clerk of the Board of Commissioners.

Section 7: This grant project ordinance expires on December 31, 2026, or when all the CSLFRF funds have been obligated and expended by the county, whichever occurs first.

Adopted this, the 1st of May 2023.

Tiffany White
Tiffany White, Chairperson
Camden County Board of Commissioners

Karen M. Davis
Karen M. Davis
Clerk to the Board of Commissioners



H. Set Public Hearing – FY 2023-2024 Budget

I. Set Public Hearing - 2023-2027 Capital Improvement Program

Pursuant to NCGS 159-12(b), the Camden County Board of Commissioners will hold a public hearing on Monday, June 5, 2023 at 7:00 PM, or as soon thereafter as practical, in the boardroom of the Camden Public Library located at 118 NC Hwy 343 North in Camden, NC for the purpose of receiving public input regarding the Fiscal Year 2023-2024 Proposed Budget and 2023-2027 Capital Improvement Program.

Motion to approve the Consent Agenda as presented.

RESULT:	PASSED [5-0]
MOVER:	Sissy Aydlett
AYES:	Tiffany White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

ITEM 10. COUNTY MANAGER'S REPORT

County Manager Erin Burke included the following in her report:

- Attended the following meetings:
 - Juvenile Crime Prevention Council
 - Minister's Advisory Council
 - Virtual Meeting with Granicus to review Agenda & Meeting software
 - Jail Board Meeting
- Completed 23/24 Budget Reviews with Department Heads
- Budget preparation meetings with Finance Director
- Implemented salary increases for the Sheriff's Office
- Renovation meetings for Sheriff's Office, Tax & Water, and Planning
- Budget Work Session preparation, debrief
- High School Discussion

ITEM 11. COMMISSIONERS' REPORTS

Commissioner Aydlett included the following in her report:

- Senior Center presentation
- May 7th – Camden Early College Baccalaureate Service, 5:30 PM; Sawyer's Creek Baptist Church
- Albemarle Regional Health Services – Environmental Health fees to be increased (first increase in 20 years)

Commissioner Leary and others attended the Camden Soil & Water Supervisors District Dinner & Meeting in April. Commissioner Leary noted that some of the Soil & Water Supervisors have been serving more than 20 years.

Chair White and others attended the dedication ceremony of the new Library bench, donated by the Camden Women's Club. The Club is planning to add additional benches in the future.

ITEM 12. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES

Provided for information only:

- A. Register of Deeds Report
- B. Library Report
- C. Adult Care Community Advisory Committee Annual Report
- D. Fire Prevention Report

ITEM 13. OTHER MATTERS

None.

ITEM 14. ADJOURN

There being no further matters for discussion Chair White adjourned the meeting at 7:40 PM.

**Camden County Board of Commissioners
FY 2023-2024 Budget Work Session
May 3, 2023; 1:00 PM
Camden County Public Library**

MINUTES

The Camden County Board of Commissioners held a budget work session on May 3, 2023 at 1:00 PM in the Community Room of the Camden County Public Library.

CALL TO ORDER

The meeting was called to order by Chair Tiffney White at 1:00 PM. Additional Board members present: Vice Chair Ross Munro, Commissioners Randy Krainiak, Sissy Aydlett and Troy Leary. Staff Present: County Manager Erin Burke, Finance Officer Stephanie Jackson and Clerk to the Board Karen Davis.

The following items were presented to the Board for information, discussion and direction:

Budget Schedule

- May 15th Budget & CIP available to the BOC/Public
- June 5th Public Hearing on FY 23/24 Budget
Consideration of Budget Ordinance & Consideration of CIP
- June 12th Adoption of Budget Ordinance & Adoption of CIP if not approved June 5th
- June 19th Special Meeting to adopt Budget if needed
- June 23rd File copies of Adopted Budget with County Finance Officer & Clerk

Presentations

The Board of Commissioners met with the following to discuss matters relating to the FY 2023-2024

Budget:

- A. Camden County Sheriff's Office – Sheriff Kevin Jones
- B. Camden County Schools – Dr. Travis Twiford, Larry Lawrence, Sally Norfleet – Consensus of the Board to appropriate in the proposed budget \$3M of the requested \$3,279,276.00 to the schools for operating costs and the requested \$587,200 for school capital needs.

New Positions

- EMS Director – Consensus of the Board to include in proposed FY 23-24 Budget
- Sheriff's Office 7 positions requested – Consensus of the Board to include in proposed FY 23-24 Budget
- Elections/Museum (Salary split between Elections & Museum) – Consensus of the Board to include in proposed FY 23-24 Budget
- Social Worker – Consensus of the Board to include in proposed FY 23-24 Budget
- Maintenance – Consensus of the Board to not include in proposed FY 23-24 Budget
- Custodian (Part-time) – Consensus of the Board to not include in proposed FY 23-24 Budget

New Vehicles

- Waste Water – Truck (may be purchased out of current budget)
- Maintenance – Truck
- Distribution – Truck
- Water Plant – Truck
- Sheriff's Office – Seven Vehicles (dependent upon funded positions)

It was the consensus of the Board to include the requested vehicles listed in the proposed FY 23-24 Budget.

Insurance / Benefits / Personnel

A. Insurance

- Health Insurance Increase +3%
- Property & Liability Increase +26%
- Worker's Compensation -3%

B. Benefits

- Employee Retirement +.74%
- Law Enforcement Retirement +1%

C. Personnel

- COLA – 4% is shown in the Budget
- Health Care Spending Card
 - \$300 = \$26,500
 - \$400 = \$35,250
 - \$500 = \$44,000

Appropriations

Requesting Entity	Request	Recommendation
Albemarle Commission	\$7,500.00	\$7,500.00
Pasquotank Camden EMS	\$648,645.00	\$648,645.00
Forestry	\$76,285.00	\$76,285.00
RC&D	\$750.00	\$750.00
Central Communications	\$407,704.00	\$407,704.00
Emergency Management	\$42,682.00	\$32,500.00
Sewer	\$174,322.00	\$169,939.00
MLKing	\$800.00	\$800.00
Special Funding	\$1,000.00	\$1,000.00
EDC	\$90,000.00	\$40,000.00
Court House/Shiloh Fire	\$383,105.00	\$383,105.00
South Mills Fire	\$251,038.00	\$251,038.00
DSS	\$648,892.00	\$591,033.00
School Reserve Fund	\$587,200.00	\$587,200.00
3¢ High School Operations	\$706,750.00	\$706,750.00
CCPS Current	\$3,279,276.00	\$3,000,000.00
Hopeline	\$3,000.00	\$3,000.00
COA	\$47,250.00	\$47,250.00
Revaluation Fund	\$30,000.00	\$30,000.00
Food Pantry	\$3,000.00	\$3,000.00
Albemarle Food Bank	\$3,000.00	\$3,000.00
Museum	\$1,000.00	\$1,000.00
Friends of Dismal Swamp	\$1,000.00	\$1,000.00
Grant Match	\$100,000.00	\$10,000.00
Jail Operation	\$275,000.00	\$275,000.00
4H Ins	\$53,004.00	\$53,004.00
Albemarle Tideland Retirement	\$10,500.00	\$10,500.00
Total	\$7,832,703.00	\$7,341,003.00

It was decided by consensus to not appropriate funds to EDC for the 2023-2024 proposed Budget.

Capital Improvement Projects Proposals

- Recommended / Funded in 2023-2024
 - Construction of Raw Water Well
 - Waste Water Expansion
 - Administration Complex Phase II, modified
 - Broadband
 - High School
 - Treasure Point Building
 - EMS
- Recommended / Unfunded 2023-2024
 - US 158 Sidewalk Extension
 - South Mills WWTP (High Rate Filtration Pond)
- Identified / Unfunded 2023-2024
 - South Mills Boat Ramp & Park
 - South Mills Waste Water Expansion & Disposal
 - Public Beach Access
 - Dismal Swamp Trail Extension
 - Dismal Swamp Canal Boating Amenities

It was decided by consensus to add the South Mills Convenience Site to Recommended/Unfunded 2023-2024.

Review of Department Budgets

There being no further matters for discussion Chair White adjourned the work session at 4:55 PM.



Board of Commissioners

AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.B
Meeting Date: June 05, 2023
Submitted By: Stephanie Jackson,
 Finance
 Prepared by: Stephanie Jackson

Item Title	Budget Amendments
------------	-------------------

Attachments:

22-23 BA 037 ARPA Revenue Replacement Funds to
Public Works (DOC)

22-23 BA 038 Inspections Replacement Vehicle after
F150 wrecked
(DOC)

22-23 BA 039 Recreation Participation Expenses
(DOC)

22-23 BA 040 Recreation Part-time Salaries
(DOC)

2022-23-BA037

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, 2023.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses			
104200-502000	Administration Salaries		\$183,491.43
104300-502000	Elections Salaries		45,227.25
104300-503000	Part-time Elections Salaries		23,177.77
104400-502000	Finance Salaries		111,456.07
104410-502000	Personnel Salaries		46,004.42
104500-502000	Tax Salaries		217,305.95
104800-502000	Register of Deeds Salaries		112,117.64
104900-502000	Planning Salaries		169,689.50
104930-502000	Inspections Salaries		82,767.84
105000-502000	Maintenance Salaries		114,210.78
105100-502000	Sheriff Salaries		966,066.21
105100-503000	Part-time Sheriff Salaries		20,721.28
105450-502000	Public Works Salaries		57,937.48
105450-504004	Professional Services	\$2,150,173.62	

This Budget Amendment is made to appropriate salary funds that were used as Revenue Replacement for American Rescue Plan Act to the Public Works Department for the installation of a new well and to extend the Wastewater lines.

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 5th day of June, 2023.

Clerk to Board of Commissioners

Chair, Board of Commissioners

Attachment: 22-23 BA 037 ARPA Revenue Replacement Funds to Public Works (Budget Amendments)

2022-23-BA038

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, 2023.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses			
104930-502000	Inspections Salaries		\$35,288.32
104930-574103	Capital Outlay – Vehicle	\$35,288.32	

This Budget Amendment is made to appropriate salary funds from an open position to Capital Outlay to replace a wrecked vehicle in the Inspections Department.

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 5th day of June, 2023.

Clerk to Board of Commissioners

Chair, Board of Commissioners

Attachment: 22-23 BA 038 Inspections Replacement Vehicle after F150 wrecked (Budget Amendments)

2022-23-BA039

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, 2023.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10330612-432510	Participation Fees	\$5,000	
Expenses			
106120-559100	Participation Expenses	\$5,000	

This Budget Amendment is made to appropriate additional monies received from participation fees to participation 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 5th day of June, 2023.

Clerk to Board of Commissioners

Chair, Board of Commissioners

Attachment: 22-23 BA 039 Recreation Participation Expenses (Budget Amendments)

2022-23-BA040

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, 2023.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses			
104940-502000	Economic Development Salaries	\$6,000	
106120-503000	Part-time P & R Salaries	\$6,000	

This Budget Amendment is to appropriate some monies from Economic Development Salaries to Parks & Recreation Part-time Salaries to cover additional tournaments.

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 5th day of June, 2023.

Clerk to Board of Commissioners

Chair, Board of Commissioners

Attachment: 22-23 BA 040 Recreation Part-time Salaries (Budget Amendments)



**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Consent Agenda

Item Number:	8.C
Meeting Date:	June 05, 2023
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


Federal Grant Fund


The Camden County Board of Education at a meeting on the 27th day of April 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5200	Special Population Services	201.97	
8100	Payments to Other Gov't Units	4.98	
Explanation: Revenues increased for carryover funds			
Total Appropriation in Current Budget		\$	1,691,933.02
Amount of Increase/Decrease of			
Above Amendment		+	206.95
Total Appropriation in Current Amended			
Budget		\$	1,692,139.97

Passed by majority vote of the Board of Education of Camden County on the 27th day of April, 2023.


Chairman, Board of Education


Secretary, Board of Education

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

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

BUDGET AMENDMENT
April 27, 2023

3. Federal Grant Fund

- A. We have reviewed this budget and need to increase funds within the budget.
We request your approval of the following amendment.

ESSER II – IDEA 611 Grants

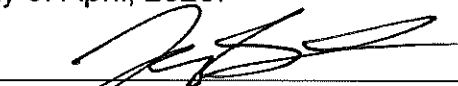
Project #23-185-150

3.5210.185.121 Salary - Teacher	\$ + 3,440.00
3.5210.185.211 Emp. Soc. Sec. Costs	+ 224.56
3.5210.185.221 Emp. Retirement Costs	+ 842.80
3.5210.185.231 Emp. Hosp. Ins. Costs	- 4,262.83
3.5210.185.411 Supplies & Materials	- 42.56
3.8100.185.392 Indirect Cost	+ 4.98

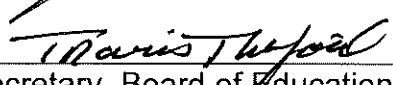
Total – ESSER II – IDEA 611 Grants	\$ + 206.95
	=====

3.3600.185 Revenue – ESSER II – IDEA 611 Grant	\$ - 206.95
	=====

Passed by majority vote of the Board of
Education of Camden County on the 27th
day of April, 2023.



Chairman, Board of Education



Secretary, Board of Education

Budget Amendment

Camden County Schools Administrative Unit

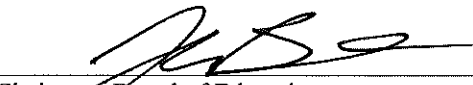
Capital Outlay Fund

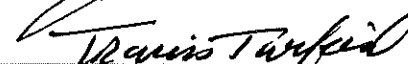
The Camden County Board of Education at a meeting on the 27th day of April, 2023, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
9120	Category I Projects		
9200	Category II Projects	25,000.00	
Explanation:			
Total Appropriation in Current Budget		\$	789,690.08
Amount of Increase / (Decrease) of			
Above Amendment			+ 25,000.00
Total Appropriation in Current Amended Budget		\$	814,690.08

Passed by majority vote of the Board of Education of Camden County Schools on the 27th day of April, 2023.


Chairman, Board of Education


Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes in the minutes of said Board, this ____ day of _____ 2____.

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT

April 27, 2023

4. Capital Outlay Fund

- A. We must increase funds in Category II projects to cover some projects. We request your approval of the following amendment.

Category II Project

9210.077.541	Furniture & Equipment	\$ + 25,000.00
9218.077.462	Pur. of Non-Cap Equipment	- 135,000.00
9218.077.541	Pur. of Equipment	<u>+ 135,000.00</u>
Total – Category II Projects		\$ + 25,000.00

- B. We must transfer funds within Category I K12 Athletic Facilities Grant to cover some projects. We request your approval of the following amendment.


Category I Project

9123.798.500	K12 Athletic Facilities Grant	\$ - 73,931.95
9123.798.529	K12 Athletic Facilities Grant	<u>+ 73,931.95</u>
Total – Category I K12 Athletic Facilities Grant		\$ + 0.00

Total – Revenue 4.4910 Fund Balance App.	\$ - 25,000.00
	=====

Passed by majority vote of the Board of Education of Camden County on the 27th day of April, 2023.


Chairman, Board of Education


Secretary, Board of Education

Budget Amendment

Camden County Schools Administrative Unit

Child Nutrition Fund

The Camden County Board of Education at a meeting on the 27th day of April 2023 passed the following resolution.

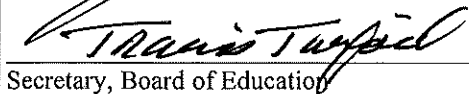
Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
7200	Child Nutrition Services		
Explanation:			
Total Appropriation in Current Budget		\$	804,456.00
Amount of Increase/(Decrease) of			
Above Amendment		+	0.00
Total Appropriation in Current Amended			
Budget			804,456.00

Passed by majority vote of the Board of Education of Camden County Schools on the 27th day of April 2023.



Chairman, Board of Education



Secretary, Board of Education

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

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

BUDGET AMENDMENT

April 27, 2023

5. Child Nutrition Fund

- A. We have reviewed our budget and find that we must transfer funds to cover expenses within the program and adjust revenue to do the same. We request your approval of the following amendment.

Child Nutrition

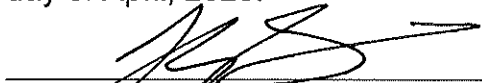
7200.035.174	Salary – Food Service Employee	\$ - 10,472.76
7200.035.176	Salary – Manager	+ 4,970.37
7200.035.199	Overtime Pay	+ 500.00
7200.035.418	Computer Software & Supplies	+ 5,500.00
7200.035.453	Food Processing Supplies	+ 5,000.00


Total – Child Nutrition	\$ + 5,497.61
	=====

3250.035	Sales & Use Tax	\$ - 27.24
4341.035	Reduced Price Lunch Copay	- 4,000.00
4450.035	Interest	- 1,200.00
4490.035	Misc. Operating Revenues	- 270.37

Total – Revenue Child Nutrition	\$ - 5,497.61
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Passed by majority vote of the Board of Education of Camden County on the 27th day of April, 2023.


Chairman, Board of Education


Secretary, Board of Education

Budget Amendment

Camden County Schools Administrative Unit


Other Local Current Expense Fund

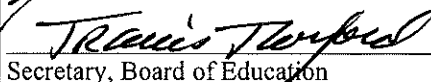
The Camden County Board of Education at a meeting on the 27th day of April, 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number		Description of Code	Amount	
			Increase	Decrease
5100		Regular Instructional Programs	7,000.00	
6800		System-Wide Pupil Support		7,000.00
Explanation:				
Total Appropriation in Current Budget			\$	264,717.00
Amount of Increase/Decrease of				
Above Amendment			+	0.00
Total Appropriation in Current Amended				
Budget			\$	264,717.00

Passed by majority vote of the Board of Education of Camden County on the 27th day of April 2023.


Chairman, Board of Education


Secretary, Board of Education

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

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

BUDGET AMENDMENT
April 27, 2023

8. Other 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.

JLP Program

8.5110.301.181 Supplementary Pay \$ + 7,000.00

Total – JLP Program \$ + 7,000.00

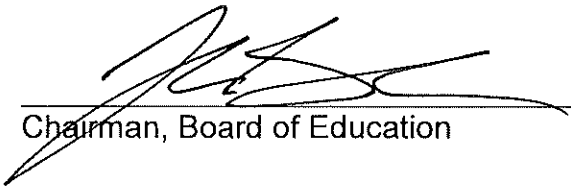
- B. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

Data Management Services


8.6820.900.113 Salary – Data Mgr. \$ - 7,000.00

Total – Data Management Services \$ - 7,000.00

Passed by majority vote of the Board of
Education of Camden County on the 27th
day of April, 2023.



Chairman, Board of Education



Secretary, Board of Education

Budget Amendment

Camden County Schools Administrative Unit

Federal Grant Fund

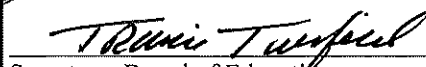
The Camden County Board of Education at a meeting on the 27th day of April 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5200	Special Population Services	12,548.69	
8100	Payments to Other Gov't Units	951.31	
Explanation: Revenues increased for carryover funds			
Total Appropriation in Current Budget		\$	1,678,433.02
Amount of Increase/Decrease of			
Above Amendment		+	13,500.00
Total Appropriation in Current Amended			
Budget		\$	1,691,933.02

Passed by majority vote of the Board of Education of Camden County on the 27th day of April, 2023.


Chairman, Board of Education


Secretary, Board of Education

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

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT

April 27, 2023

3. Federal Grant Fund

- A. We have reviewed this budget and need to increase funds within the budget. We request your approval of the following amendment.

IDEA VI-B – Special Needs Targeted AssistanceProject #23-118-150

3.5230.118.312 Workshop Expenses	\$	+	13,174.98
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3.8100.118.392 Indirect Cost			<u>325.02</u>
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Total – IDEA VI-B – Special Needs Targeted Asst.	\$	+	13,500.00
			=====

3.3600.118 Revenue – IDEA VI-B Targeted Asst.	\$	-	13,500.00
			=====

- B. We have reviewed this budget and need to transfer funds within the budget. We request your approval of the following amendment.

ESSER II – IDEA 611 GrantsProject #23-185-150

3.5210.185.121 Salary - Teacher	\$	+	41,600.00
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3.5210.185.211 Emp. Soc. Sec. Costs		+	3,182.40
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3.5210.185.221 Emp. Retirement Costs		+	10,192.00
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3.5210.185.231 Emp. Hosp. Ins. Costs		+	9,120.48
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3.5210.185.411 Supplies & Materials		+	89.25
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3.5230.185.411 Supplies & Materials		-	11,614.27
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3.5230.185.418 Computer Software & Supplies		-	504.50
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3.5230.185.461 Pur. Of Non-Cap Equipment		-	13,673.00
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3.5230.185.462 Pur. Of Non-Cap Computer Hdwe		-	13,005.65
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3.5230.185.541 Purchase of Equipment		-	26,013.00
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3.8100.185.392 Indirect Cost		+	<u>626.29</u>
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Total – ESSER II – IDEA 611 Grants	\$	+	0.00
			=====

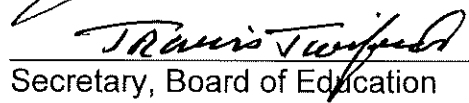
3.3600.050 Revenue – ESSER II – IDEA 611 Grant	\$	-	0.00
			=====

BUDGET AMENDMENT
Federal Grant Funds
April 27, 2023, Page 2

Passed by majority vote of the Board of
Education of Camden County on the 27th
day of April, 2023.



Chairman, Board of Education



Secretary, Board of Education

Budget Amendment

Camden County Schools Administrative Unit

Federal Grant Fund

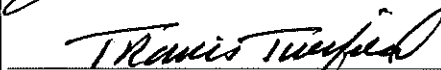
The Camden County Board of Education at a meeting on the 27th day of April 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5200	Special Population Services	14,212.26	
5300	Alternative Programs & Srvs.		11,197.49
5800	School-Based Support Services	37.00	
6100	Support & Development Srvs.		.89
6500	Operational Support Services	2,250.44	
8100	Payments to Other Gov't Units		122.59
Explanation: Revenues increased for carryover funds			
Total Appropriation in Current Budget		\$	1,673,254.29
Amount of Increase/Decrease of			
Above Amendment		+	5,178.73
Total Appropriation in Current Amended			
Budget		\$	1,678,433.02

Passed by majority vote of the Board of Education of Camden County on the 27th day of April, 2023.


Chairman, Board of Education


Secretary, Board of Education

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

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

BUDGET AMENDMENT

April 27, 2023

3. Federal Grant Fund

- A. We have reviewed this budget and need to increase funds within the budget.
We request your approval of the following amendment.

IDEA Title IV-B – Pre-School HandicappedProject #23-049-150

3.5230.049.418 Computer Software & Supplies	\$	+	640.46
3.6550.049.331 Contracted Pupil Transportation		-	352.57
3.8100.049.392 Indirect Cost		+	<u>7.11</u>

Total – IDEA Title IV-B – Pre-School Handicapped	\$	+	295.00
			=====

3.3600.049 Revenue – IDEA Title IV-B	\$	-	295.00
			=====

- B. We have reviewed this budget and need to increase funds within the budget.
We request your approval of the following amendment.

Title I – Basic ProgramProject #23-050-150

3.5320.050.411 Supplies & Materials	\$	+	1,640.53
3.8100.050.392 Indirect Cost		+	<u>40.47</u>

Total – Title I – Basic Program	\$	+	1,681.00
			=====

3.3600.050 Revenue – Title I – Basic Program	\$	-	1,681.00
			=====

- C. We have reviewed this budget and need to increase funds within the budget.
We request your approval of the following amendment.

IDEA Title VI-B HandicappedProject #23-060-150

3.5210.060.121 Salary - Teacher	\$	+	5,390.00
3.5210.060.162 Substitute Pay		+	1,006.82
3.5210.060.163 Substitute Pay		+	2,500.00
3.5210.060.167 TA as Substitute		+	362.40
3.5210.060.211 Emp. Soc. Sec. Costs		+	489.35
3.5210.060.221 Emp. Retirement Costs		+	1,303.84
3.5210.060.231 Emp. Hosp. Ins. Costs		+	637.46

BUDGET AMENDMENT

Federal Grant Funds

April 27, 2023, Page 2

3.5210.060.233 Unemployment Insurance Cost	+	21.22
3.8100.060.392 Indirect Cost	+	<u>288.91</u>

Total – IDEA Title VI-B Handicapped	\$	+ 12,000.00
		<u>=====</u>

3.3600.060 Revenue – IDEA Title VI-B	\$	- 12,000.00
		<u>=====</u>

- D. We have reviewed this budget and need to increase funds within the budget.
We request your approval of the following amendment.

Title II – Improving Teacher QualityProject #23-103-150

3.5870.103.312 Workshop Expenses	\$	+	37.00
3.6110.103.411 Supplies & Materials	-		.89
3.8100.103.392 Indirect Cost	+		<u>.89</u>

Total – Title II – Improving Teacher Quality	\$	+	37.00
			<u>=====</u>

3.3600.103 Revenue – Title II – Improving Teacher	\$	-	37.00
			<u>=====</u>

- E. We have reviewed this budget and need to decrease funds within the budget.
We request your approval of the following amendment.

Title IV – Student Support and Academic EnrichmentProject #23-108-150

3.5330.108.411.308 Supplies & Materials	\$	-	8,238.02
3.8100.108.392 Indirect Cost	-		<u>203.23</u>

Total – Title IV – Student Support and Academic	\$	-	8,441.25
			<u>=====</u>

3.3600.108 Revenue – Title IV – Student Support	\$	+	8,441.25
			<u>=====</u>

- F. We have reviewed this budget and need to increase funds within the budget.
We request your approval of the following amendment.

BUDGET AMENDMENT

Federal Grant Funds

April 27, 2023, Page 3

IDEA Targeted AssistanceProject #23-119-150

3.5230.119.411 Supplies & Materials	\$	+	1,860.71
3.8100.119.392 Indirect Cost		+	<u>45.90</u>

Total – IDEA Targeted Assistance	\$	+	1,906.61
			<u>=====</u>

3.3600.119 Revenue – IDEA Targeted Assistance	\$	-	1,906.61
			<u>=====</u>

- G. We have reviewed this budget and need to decrease funds within the budget.
We request your approval of the following amendment.

ESSER I – Exceptional Children GrantProject #23-167-150

3.8100.167.392 Indirect Cost	\$	-	<u>227.11</u>
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Total – ESSER I – Exceptional Children Grant	\$	-	227.11
			<u>=====</u>

3.3600.167 Revenue – ESSER I – Ex. Children	\$	+	<u>227.11</u>
			<u>=====</u>

- H. We have reviewed this budget and need to decrease funds within the budget.
We request your approval of the following amendment.

GEER – Specialized Instructional Support PersonnelProject #23-169-150

3.5320.169.311 Contracted Services	\$	-	<u>4,600.00</u>
------------------------------------	----	---	-----------------

Total – GEER – Specialized Instructional Support	\$	-	4,600.00
			<u>=====</u>

3.3600.169 Revenue – GEER – Specialized Inst.	\$	+	<u>4,600.00</u>
			<u>=====</u>

- I. We have reviewed this budget and need to increase funds within the budget.
We request your approval of the following amendment.

ESSER II – Supplemental K-12 Emergency Relief FundProject #23-171-150

BUDGET AMENDMENT

Federal Grant Funds

April 27, 2023, Page 4

3.6540.171.311 Contracted Services	\$	+	3,849.02
3.6540.171.411 Supplies & Materials		-	3,061.52
3.8100.171.392 Indirect Cost		-	<u>75.53</u>

Total – ESSER II – Supplemental K-12 Emergency	\$	+	711.97
			=====

3.3600.171 Revenue – ESSER II - Supplemental	\$	-	711.97
			=====

- J. We have reviewed this budget and need to increase funds within the budget.
We request your approval of the following amendment.

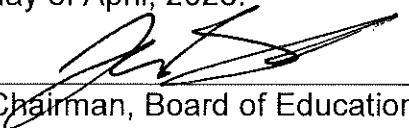
ESSER III – K-12 Emergency Relief FundProject #23-181-150

3.6540.181.311 Contracted Services	\$	+	<u>1,815.51</u>
------------------------------------	----	---	-----------------

Total – ESSER III – K-12 Emergency Relief Fund	\$	+	1,815.51
			=====

3.3600.181 Revenue – ESSER III – Emer. K-12	\$	-	1,815.51
			=====

Passed by majority vote of the Board of
Education of Camden County on the 27th
day of April, 2023.



Chairman, Board of Education



Secretary, Board of Education

Budget Amendment

Camden County Schools Administrative Unit

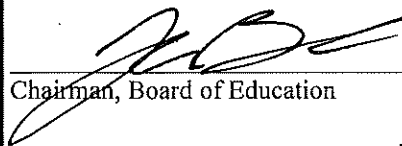
Local Current Expense Fund

The Camden County Board of Education at a meeting on the 27th day of April, 2023 passed the following resolution.

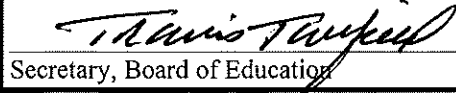
Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Services	20,000.00	
6500	Operational Support Services	102,050.00	
6600	Financial & Human Resources	25,000.00	
6800	System-Wide Pupil Support	10,000.00	
6900	Policy, Leadership and Public		157,050.00
Explanation:			
Total Appropriation in Current Budget		\$ 3,332,865.00	
Amount of Increase/Decrease of			
Above Amendment			+ 0.00
Total Appropriation in Current Amended			
Budget		\$ 3,332,865.00	

Passed by majority vote of the Board of Education of Camden County on the 27th day of April, 2023.



Chairman, Board of Education



Secretary, Board of Education

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

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
April 27, 2023

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.

Transportation of Pupils

2.6550.056.171 Salary – Bus Drivers	\$ + 7,900.00
2.6550.056.231 Emp. Hosp. Ins. Costs	+ 250.00
2.6550.056.311 Contracted Services	+ <u>3,000.00</u>
Total – Transportation of Pupils	\$ + 11,150.00

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

Operation/Maintenance of Plant

2.6510.802.341..40 Telephone	\$ + 300.00
2.6530.802.321..40 Utilities – Electric	+ 13,000.00
2.6540.802.173..40 Salary – Custodian	+ 8,500.00
2.6540.802.184..40 Longevity	+ 600.00
2.6540.802.211..40 Emp. Soc. Sec. Costs	+ 1,000.00
2.6540.802.221..40 Emp. Retirement Costs	+ 2,500.00
2.6540.802.311..40 Contracted Services	+ 45,000.00
2.6540.802.323..40 Utilities – Water	+ 5,000.00
2.6540.802.329..40 Waste Mgmt Services	+ <u>15,000.00</u>
Total – Operation/Maintenance of Plant	\$ + 90,900.00

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

Classroom Support

2.5110.842.162 Substitute Pay	\$ + 5,000.00
2.5110.842.195 Planning Period Stipend	+ <u>15,000.00</u>
Total – Classroom Support	\$ + 20,000.00

- D. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

Board of Education

2.6910.860.311 Contracted Services	\$ - 6,000.00
2.6910.860.361 Membership Dues	- <u>14,000.00</u>

BUDGET AMENDMENT
Local Current Expense Fund
April 27, 2023, Page 2

Total – Board of Education \$ - 20,000.00

- E. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

Office of the Superintendent

2.6940.865.113 Salary – Dir. of Elem/Sec. \$ - 137,050.00

Total – Office of the Superintendent \$ - 137,050.00

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

Fiscal Services

2.6610.875.115 Salary – Finance Officer \$ + 25,000.00

Total – Fiscal Services \$ + 25,000.00


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


Data Processing Services

2.6820.900.113 Salary – Data Mgr. \$ + 10,000.00

Total – Data Processing Services \$ + 10,000.00

Passed by majority vote of the Board of
Education of Camden County on the 27th
day of April, 2023.


Chairman, Board of Education


Secretary, Board of Education

Budget Amendment

Camden County Schools Administrative Unit

State Public School Fund

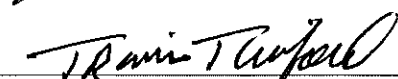
The Camden County Board of Education at a meeting on the 27th day of April, 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Services	2,437.00	
5200	Special Population Services		5,276.00
5300	Alternative Programs & Services	19,277.50	
5400	School Leadership Services	1,949.37	
6500	Operational Support Services	46,932.88	
6600	Financial & Human Resources	809.86	
6700	Accountability Services	3,807.17	
Explanation:			
Total Appropriation in Current Budget		\$ 18,513,088.00	
Amount of Increase/Decrease of			
Above Amendment		+ 69,937.78	
Total Appropriation in Current Amended			
Budget		\$ 18,583,025.78	

Passed by majority vote of the Board of Education of Camden County on the 27th day of April, 2023.


Chairman, Board of Education


Secretary, Board of Education

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

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

BUDGET AMENDMENT

April 27, 2023

1. State Public School Fund

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

Classroom Teachers

1.5110.001.121 Salary – Teachers	\$	+	<u>2,437.00</u>
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Total – Classroom Teachers	\$	+	<u>2,437.00</u>
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- B. 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 Employee Benefits

1.5400.009.184 Longevity	\$	+	1,475.10
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1.5400.009.211 Emp. Soc. Sec. Costs		+	112.87
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1.5400.009.221 Emp. Retirement Costs		+	361.40
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1.6550.009.184 Longevity		+	1,830.03
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1.6550.009.211 Emp. Soc. Sec. Costs		+	139.99
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1.6550.009.221 Emp. Retirement Costs		+	448.36
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1.6610.009.184 Longevity		+	612.83
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1.6610.009.211 Emp. Soc. Sec. Costs		+	46.89
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1.6610.009.221 Emp. Retirement Costs		+	150.14
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1.6710.009.184 Longevity		+	2,880.93
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1.6710.009.211 Emp. Soc. Sec. Costs		+	220.41
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1.6710.009.221 Emp. Retirement Costs		+	<u>705.83</u>
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Total – Non-Contributory Employee Benefits	\$	+	<u>8,984.78</u>
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- C. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

Summer Reading Camp

1.5350.016.121 Salary – Teachers	\$	+	15,500.00
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1.5350.016.198 Salary – Tutor		+	2,250.00
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1.5350.016.211 Emp. Soc. Sec. Costs		+	1,527.50
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1.6550.016.171 Salary – Bus Drivers		+	1,000.00
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1.6550.016.211 Emp. Soc. Sec. Costs		+	<u>76.50</u>
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Total – Summer Reading Camp	\$	+	<u>20,354.00</u>
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BUDGET AMENDMENT
 State Public School Fund
 April 27, 2023, Page 2

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

Children with Disabilities

1.5210.032.121 Salary – Teachers \$ - 5,276.00

Total – Children with Disabilities \$ - 5,276.00

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

Transportation of Pupils

1.6550.056.321 Energy Costs \$ + 500.00

1.6550.056.411 Supplies & Materials + 1,500.00

1.6550.056.422 Vehicle Repair Parts + 41,438.00

Total – Transportation of Pupils \$ + 41,438.00

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

Textbooks

1.5110.130.412.310 Textbooks \$ - 12,594.00

1.5110.130.412.312 Textbooks - 8,699.00

1.5110.130.412.304 Textbooks - 15,533.00

Total – Textbooks \$ - 36,826.00

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

Textbooks & Digital Resources

1.5110.131.411.310 Supplies & Materials \$ + 4,340.09

1.5110.131.411.312 Supplies & Materials + 8,699.00

1.5110.131.411.304 Supplies & Materials + 15,533.00

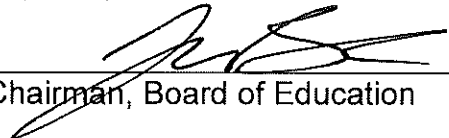
1.5110.131.418.310 Computer Software & Supplies + 8,253.91

Total – Textbooks & Digital Resources \$ + 36,826.00

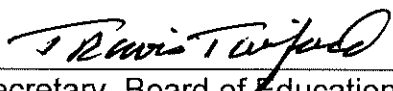
3100.000 Revenue – State Public School Fund \$ - 69,937.78

BUDGET AMENDMENT
State Public School Fund
April 27, 2023, Page 3

Passed by majority vote of the Board of
Education of Camden County on the 27th
day of April, 2023.



Chairman, Board of Education



Secretary, Board of Education

Budget Amendment

Camden County Schools Administrative Unit

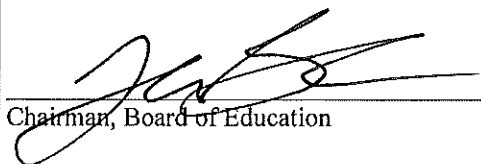
Local Current Expense Fund

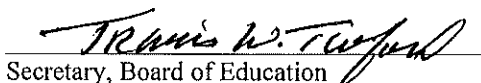
The Camden County Board of Education at a meeting on the 11th day of May, 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number		Description of Code	Amount	
			Increase	Decrease
5100		Regular Instructional Services		10,742.64
5200		Special Populations Services		3,172.00
5300		Alternative Programs & Services		2,377.00
5800		School-Based Support Services		5,675.00
6100		Support & Development Svcs		1,431.00
6300		Alternative Programs		3,635.00
6500		Operational Support Services	74,125.00	
6600		Financial & Human Resources	182.00	
6700		Accountability Services		660.00
6900		Policy, Leadership and Public		40,700.00
7100		Community Services		5,914.36
Explanation:				
Total Appropriation in Current Budget			\$	3,332,865.00
Amount of Increase/Decrease of				
Above Amendment				+ 0.00
Total Appropriation in Current Amended				
Budget			\$	3,332,865.00

Passed by majority vote of the Board of Education of Camden County on the 11th day of May, 2023.


Chairman, Board of Education


Secretary, Board of Education

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

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT May 11, 2023

2. Local Current Expense Fund

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

Community Schools Program

2.7100.704.113 Salary – Director	\$ -	3,758.00
2.7100.704.184 Longevity	+	480.28
2.7100.704.211 Emp. Soc. Sec. Costs	-	218.00
2.7100.704.221 Emp. Retirement Costs	-	558.00
2.7100.704.231 Emp. Hosp. Ins. Costs	-	513.00
2.7100.704.311 Contracted Services	-	500.00
2.7100.704.312 Workshop Expenses	-	450.00
2.7100.704.314 Printing & Binding	-	145.00
2.7100.704.332 Travel	-	250.00
2.7100.704.342 Postage	-	200.00
2.7100.704.361 Membership Dues & Fees	-	100.00
2.7100.704.379 Adult School Volunteer Insurance	-	200.00
2.7100.704.411 Supplies & Materials	+	429.84
2.7100.704.418 Computer Software & Supplies	+	567.52
2.7100.704.459 Other Food Purchases	-	<u>500.00</u>

Total – Community Schools Program \$ - 5,914.36

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

Operation/Maintenance of Plant

2.6530.802.321..40 Utilities - Electric	\$ +	30,000.00
2.6540.802.411..40 Custodial Supplies	+	13,000.00
2.6580.802.311..50 Contracted Services	+	<u>32,000.00</u>

Total – Operation/Maintenance of Plant \$ + 75,000.00

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

Classroom Support

2.5110.842.121 Salary - Teacher	\$ +	8,000.00
2.5110.842.211 Emp. Soc. Sec. Costs	+	3,000.00
2.5110.842.221 Emp. Retirement Costs	+	<u>3,000.00</u>

Total – Classroom Support \$ + 14,000.00

BUDGET AMENDMENT
Local Current Expense Fund
May 11, 2023, Page 2

- D. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

Board of Education

2.6910.860.311 Contracted Services	\$ - 1,200.00
2.6910.860.312 Workshop Expenses	- 1,500.00
2.6910.860.332 Travel Expenses	- <u>1,000.00</u>

Total – Board of Education \$ - 3,700.00

- E. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

Office of the Superintendent

2.6940.865.113 Salary – Dir. of Elem/Sec.	\$ - 2,000.00
2.6940.865.184 Longevity Pay	- 5,000.00
2.6940.865.211 Emp. Soc. Sec. Costs	- 10,000.00
2.6940.865.221 Emp. Retirement Costs	- 25,000.00
2.6940.865.231 Emp. Hosp. Ins. Costs	- 15,000.00
2.6940.865.311 Contracted Services	+ <u>20,000.00</u>

Total – Office of the Superintendent \$ - 37,000.00

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

Fiscal Services

2.6610.875.115 Workshop Expenses	\$ + <u>2,000.00</u>
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Total – Fiscal Services \$ + 2,000.00

- G. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

Auxiliary Services

2.6580.885.184 Longevity Pay	\$ - 500.00
2.6580.885.231 Emp. Hosp. Ins. Costs	- <u>375.00</u>

Total – Auxiliary Services \$ - 875.00

BUDGET AMENDMENT
 Local Current Expense Fund
 May 11, 2023, Page 3

- H. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

Other Employee Benefits

2.6110.910.233 Emp. Unemployment Ins. \$ - 1,431.00

Total – Other Employee Benefits \$ - 1,431.00

- I. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

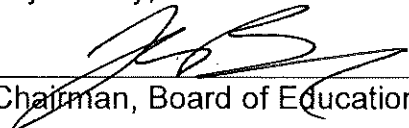
Additional Pay

2.5110.911.181 Supplementary Pay	\$ - 24,742.64
2.5260.911.181 Supplementary Pay	- 2,400.00
2.5260.911.211 Emp. Soc. Sec. Costs	- 184.00
2.5260.911.221 Emp. Retirement Costs	- 588.00
2.5310.911.181 Supplementary Pay	- 1,800.00
2.5310.911.211 Emp. Soc. Sec. Costs	- 137.00
2.5310.911.221 Emp. Retirement Costs	- 440.00
2.5810.911.181 Supplementary Pay	- 1,800.00
2.5810.911.211 Emp. Soc. Sec. Costs	- 135.00
2.5810.911.221 Emp. Retirement Costs	- 440.00
2.5840.911.181 Supplementary Pay	- 2,500.00
2.5840.911.211 Emp. Soc. Sec. Costs	- 190.00
2.5840.911.221 Emp. Retirement Costs	- 610.00
2.6300.911.181 Supplementary Pay	- 2,750.00
2.6300.911.211 Emp. Soc. Sec. Costs	- 211.00
2.6300.911.221 Emp. Retirement Costs	- 674.00
2.6620.911.181 Supplementary Pay	- 1,375.00
2.6620.911.211 Emp. Soc. Sec. Costs	- 106.00
2.6620.911.221 Emp. Retirement Costs	- 337.00
2.6710.911.181 Supplementary Pay	- 500.00
2.6710.911.211 Emp. Soc. Sec. Costs	- 38.00
2.6710.911.221 Emp. Retirement Costs	- 122.00

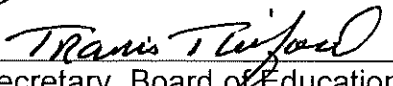
Total – Additional Pay \$ - 42,079.64

BUDGET AMENDMENT
Local Current Expense Fund
May 11, 2023, Page 3

Passed by majority vote of the Board of
Education of Camden County on the 11th
day of May, 2023.



Chairman, Board of Education



Secretary, Board of Education

Budget Amendment

Camden County Schools Administrative Unit

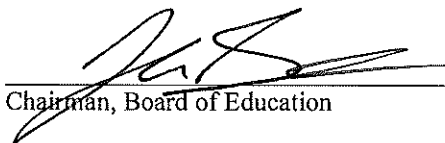
State Public School Fund

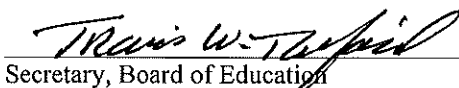
The Camden County Board of Education at a meeting on the 11th day of May, 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number		Description of Code	Amount	
			Increase	Decrease
5100		Regular Instructional Services	12,444.00	
5400		School Leadership Services	3,381.78	
6400		Technology Support Services	10.00	
6500		Operational Support Services	132,204.00	
Explanation:				
Total Appropriation in Current Budget			\$ 18,583,025.78	
Amount of Increase/Decrease of				
Above Amendment			+ 148,039.78	
Total Appropriation in Current Amended				
Budget			\$ 18,731,065.56	

Passed by majority vote of the Board of Education of Camden County on the 11th day of May, 2023.


Chairman, Board of Education


Secretary, Board of Education

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

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT May 11, 2023

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 Employee Benefits

1.5400.009.184 Longevity	\$ + 2,050.82
1.5400.009.188 Annual Leave Payout	+ 508.23
1.5400.009.211 Emp. Soc. Sec. Costs	+ 195.76
1.5400.009.221 Emp. Retirement Costs	+ <u>626.97</u>

Total – Non-Contributory Employee Benefits \$ + 3,381.78

- B. 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

1.6400.015.343 Telecommunications	\$ + <u>10.00</u>
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Total – School Technology \$ + 10.00

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

Textbooks

1.5110.130.412.000 Textbooks	\$ + 12,444.00
1.5110.130.412.308 Textbooks	- <u>8,305.00</u>

Total – Textbooks \$ + 4,139.00

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

Textbooks & Digital Resources

1.5110.131.411.308 Supplies & Materials	\$ + <u>8,305.00</u>
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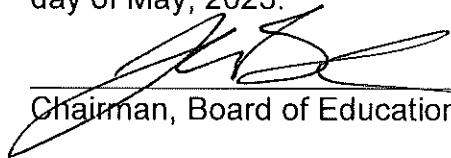
Total – Textbooks & Digital Resources \$ + 8,305.00

BUDGET AMENDMENT
 State Public School Fund
 May 11, 2023, Page 2

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

<u>ARP – Smart School Bus</u>	
1.6550.140.311 Contracted Services	\$ + 42,204.00
1.6550.140.418 Computer Software & Supplies	+ 40,000.00
1.6550.140.462 Purchase of Non-Cap Hdwe	+ <u>50,000.00</u>
Total – ARP – Smart School Bus	\$ +132,204.00
 3100.000 Revenue – State Public School Fund	 \$ - 148,039.78

Passed by majority vote of the Board of
 Education of Camden County on the 11th
 day of May, 2023.



 Chairman, Board of Education



 Secretary, Board of Education

Budget Amendment

Camden County Schools Administrative Unit

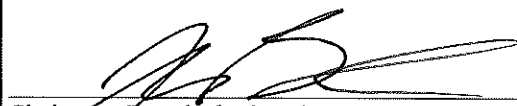
Other Local Current Expense Fund

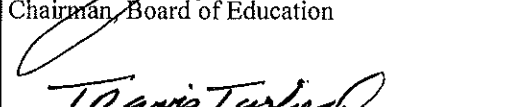
The Camden County Board of Education at a meeting on the 11th day of May, 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		5,200.00
5300	Alternative Programs & Services	2,500.00	
6100	Support & Development Svcs		3,450.00
6400	Technology Support Services		4,350.00
6500	Operational Support Services	10,500.00	
Explanation:			
Total Appropriation in Current Budget		\$	264,717.00
Amount of Increase/Decrease of			
Above Amendment		+	0.00
Total Appropriation in Current Amended			
Budget		\$	264,717.00

Passed by majority vote of the Board of Education of Camden County on the 11th day of May, 2023.


 Chairman, Board of Education


 Secretary, Board of Education

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

 Chairman, Board of County Commissioners

 Clerk, Board of County Commissioners

Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
May 11, 2023

8. Other 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.

JLP Program

8.5110.301.411 Supplies & Materials \$ + 4,500.00

Total – JLP Program \$ + 4,500.00

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

Medicaid Direct Service

8.5320.306.231 Emp. Hosp. Ins. Costs \$ + 2,500.00

Total – Medicaid Direct Service \$ + 2,500.00

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

Operation of Activity Bus

8.6550.706.171 Salary – Activity Bus Driver \$ + 5,000.00

8.6550.706.172 Overtime – Activity Bus Driver + 500.00

8.6550.706.175 Salary – Transportation Personnel + 5,000.00

Total – Operation of Activity Bus \$ + 10,500.00

- D. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

Driver's Ed Program

8.5110.812.311 Contracted Services \$ - 6,700.00

Total – Driver's Ed Program \$ - 6,700.00

- E. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

School Technology

8.5110.905.418 Computer Software & Supplies \$ - 2,500.00

8.5110.905.462 Pur of Non-Cap Comp Hdwe - 500.00

8.6110.905.311 Contracted Services - 750.00

8.6110.905.312 Workshop Expenses - 500.00

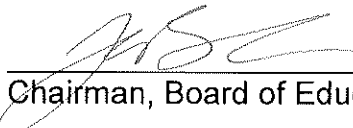
8.6110.905.332 Travel – Comp Tech - 1,100.00

8.6110.905.422 Repair Parts & Materials - 500.00

BUDGET AMENDMENT
 Other Local Current Expense Fund
 May 11, 2023, Page 2

8.6110.905.462 Pur of Non-Cap Comp Hdwe	-	600.00
8.6400.905.312 Workshop Expenses	-	2,000.00
8.6400.905.343 Telecommunications	-	<u>2,350.00</u>
Total – School Technology	\$ -	10,800.00

Passed by majority vote of the Board of
 Education of Camden County on the 11th
 day of May, 2023.



 Chairman, Board of Education



 Secretary, Board of Education



**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Consent Agenda

Item Number:	8.D
Meeting Date:	June 05, 2023
Submitted By:	Lisa Anderson, Tax Administrator Taxes Prepared by: Karen Davis
Item Title	Pickups, Releases & Refunds
Attachments:	Pickups, Releases & Refunds (PDF)

NAME	REASON	NO.
Bonita Heath	Code Enforcement - Pick-up \$3,000.00	Pick-up/22725 R-156489-2022
Norman L. Phelps, Jr.	Code Enforcement - Release \$3,000.00	Pick-up/22717 R-154683-2022
Christopher William Jarvis	Turned in Plates - Refund \$129.78	Pick-up/22726 69707923
Craig S. Carey	Deferred Taxes - Pick-up \$3,716.24	Pick-up/22731 R-123941-2020 R-131317-2021 R-153442-2022
Edward Lee Baynor	Turned in Plates - Refund \$104.01	Pick-up/22733 53974066
Bonita Heath	Code Enforcement - Release \$3,000.00	Pick-up/22734 R-156489-2022
Emily Forbes Crain	Code Enforcement - Pick-up \$275.00	Pick-up/22743 R-155997-2022



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.E
Meeting Date: June 05, 2023

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

Item Title **Refunds Over \$100.00**

Attachments: REFUNDS OVER \$100.00 MAY, 2023 (PDF)

Summary: Refunds Over \$100.00 May, 2023

Recommendation: Review and Approve

ACS Tax System
5/24/23 9:56:09

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

CAMDEN COUNTY

Page 1

Refund\$	Remit To:	Reference:	Drawer/Transaction Info:
125.60	CHRISTINA WHITMORE	2022 R 01-7999-00-88-1906.0000	20230428 69 273312
	119 STILES LN	OVERPAYMENT R155445/2022	
	SOUTH MILLS		

NC 27976

125.60 Total Refunds

Submitted by Lisa S. Anderson Date 5-23-23
Lisa S. Anderson, Tax Administrator Camden County

Approved by _____ Date _____
Tiffney White, Chair Camden County Board of Commissioners

Attachment: REFUNDS OVER \$100.00 MAY, 2023 (Refunds Over \$100.00)



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number:	8.F
Meeting Date:	June 05, 2023
Submitted By:	Lisa Anderson, Tax Administrator Taxes Prepared by: Karen Davis
Item Title	Tax Collection Reports
Attachments:	Tax Collection Reports (PDF)

Tax Collection Report

MARCH 2023

Day	Amount	Amount	Name of Account	Deposits	Simplifile #23	Internet
	\$	\$	\$	\$		\$
				-		
1	2,700.00			2,700.00		
2	9,239.78			9,239.78		
3	3,385.40		Over - \$.08	3,385.40		
6	19,784.05		Refund - \$14.14	19,784.05		
7	1,102.91			1,102.91		
8	3,853.54		Refund - \$39.03	3,853.54		
9	4,389.82			4,389.82		
10	5,087.65			5,087.65		
13	1,177.30			1,177.30		
14	4,710.61			4,710.61		
	2,353.35					2,353.35
15	877.88			877.88		
16	5,115.16			5,115.16		
17	6,752.97			6,752.97		
20	2,998.58			2,998.58		
21	10,051.12			10,051.12		
22	30,625.00				30,625.00	
	3,397.32		Refund .25			3,397.32
	8,562.62			8,562.62		
23	16,881.12		Refund - \$0.15	16,881.12		
24	9,853.51		Refund -\$16.86	9,853.51		
27	12,137.63					12,137.63
	23,482.43			23,482.43		
28	793.25					793.25
	8,923.99			8,923.99		
29	12,017.56			12,017.56		
30	615.80		Debt Setoff /Refund - \$44.00			615.80
	15,304.27		Refunds \$15.06	15,304.27		
31	26,122.98			26,122.98		
	500.00			500.00		
	12,727.96				12,727.96	
	3,349.84					3,349.84
			Refund Risa Hall PSN bill already paid. This was a check			
			Not counted in PSN drawer. \$26.32			
	\$ 268,875.40			\$ 202,875.25	\$43,352.96	\$ 22,647.19
Total Deposits and PSN	\$ 268,875.40			\$ 225,522.44		
			PSN Check fees - \$7.70 - for info only, fees were paid to PSN			
	\$ (130.40)	Refund				
	\$ -	Over	0.08			
		Shortage				
	\$ -	Adjustment				
NET TOTAL	\$ 268,745.00					

Submitted by: Risa S. Anderson Date: 4-13-23

Approved by: _____ Date: _____

Attachment: Tax Collection Reports (Tax Collection Reports)

Tax Collection Report

APRIL 2023

Day	Amount	Amount	Name of Account	Deposits	Simplifile #23	Internet
	\$	\$	\$	\$		\$
				-		
3	9,186.05		Over - \$0.20 / Refund - \$4.33	9,186.05		
4	3,334.89		Refund - \$6.32	3,334.89		
5	2,055.51			2,055.51		
6	5,652.88			5,652.88		
10	23,221.12		Over - \$0.24	23,221.12		
11	2,371.90			2,371.90		
12	523.48		PSN-Debt Set-Off-Refund-\$44.50			523.48
	1,393.51			1,393.51		
13	14,303.64			14,303.64		
14	899.20			899.20		
17	3,450.41			3,450.41		
18	8,005.88		Refund - \$1,592.84	8,005.88		
19	7,413.03					7,413.03
	997.65			997.65		
20	5,156.17			5,156.17		
	14,350.00		Land Transfer		14,350.00	
	522.70		PSN - Refund - \$49.44			522.70
21	257.53			257.53		
24	71.00		PSN - Debt Set-Off			71.00
	4,633.87			4,633.87		
25	880.27			880.27		
26	250.00			250.00		
27	2,854.68		Refund - \$14.04	2,854.68		
28	20,009.00		Land Transfer		20,009.00	
	3,113.23			3,113.23		
	350.00			350.00		
	2,739.30		PSN - Refund -\$125.60			2,739.30
			Declined check by : M. Sconiers			
			postedd on 4/20/2023 - \$199.70			
			Payment by Santiago A. Garcia on			
			4/11/2023 rejected, no where to			
			post. - \$55.69.			
Totals Collections	\$ 137,996.90			\$ 92,368.39	\$ 34,359.00	\$ 11,269.51
Total Bank Deposits	\$ 137,996.90			\$ 137,996.90		
Simplifile / Internet						
Refund	\$ (1,837.07)		PSN Check fees - \$1.10 - for info only, fees were paid to PSN			
Over	\$ (0.44)					
Short						
Other adjustment	\$ -					
NET TOTAL	\$ 136,159.39					

Submitted by:

Lisa S. Anderson

Date:

5-15-23

Approved by:

Date:

Attachment: Tax Collection Reports (Tax Collection Reports)



**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Consent Agenda

Item Number: 8.G
Meeting Date: June 05, 2023

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

Item Title Vehicle Refunds Over \$100.00

Attachments: REFUNDS OVER \$100.00 APRIL, 2023 (PDF)

Summary: Vehicle Refunds Over \$100.00 April, 2023

Recommendation: Review and Approve

REFUNDS OVER \$100.00



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 5/8/2023 1:00:35 PM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
ANGEL, DANNY LEE SR	ANGEL, DANNY LEE SR	ANGEL, SHARON TINA	100 JONES AVE	SOUTH MILLS, NC 27976	Proration	0070991208	KDL1899	AUTHORIZED	184420918	Refund Generated due to proration on Bill #0070991208-2022-	Tag Surrender	04/20/2023	4/24/2023 8:55:19 AM	1843	Tax	(\$243.60)	\$0.00	(\$243.60)
														1	Tax	(\$2.80)	\$0.00	(\$2.80)
																	Refund	\$246.40
HICKS, MATTHEW PAUL	HICKS, MATTHEW PAUL	HICKS, VICTORIA MELISSA	109 RIDDLE CT	SHAWBORO, NC 27973	Adjustment >= \$100	0070067963	REM5909	AUTHORIZED	184420968	Refund Generated due to adjustment on Bill #0070067963-2022-	Military	04/20/2023	4/24/2023 8:55:29 AM	1843	Tax	(\$427.91)	\$0.00	(\$427.91)
														3	Tax	(\$4.92)	\$0.00	(\$4.92)
																	Refund	\$432.83
SANDRIDGE, PATRICIA ANN	SANDRIDGE, PATRICIA ANN		135 BILLETT'S BRIDGE RD	CAMDEN, NC 27921	Proration	0061274391	RAM8271	AUTHORIZED	184420880	Refund Generated due to proration on Bill #0061274391-2021-	Tag Surrender	04/20/2023	4/24/2023 8:55:19 AM	1843	Tax	(\$151.29)	\$0.00	(\$151.29)
														2	Tax	(\$1.74)	\$0.00	(\$1.74)
																	Refund	\$153.03
WIESNER, DOUGLAS KEITH	WIESNER, DOUGLAS KEITH		607 MAIN ST	SOUTH MILLS, NC 27976	Proration	0066765906	KY5932	AUTHORIZED	183608332	Refund Generated due to proration on Bill #0066765906-2021-	Tag Surrender	04/04/2023	4/5/2023 9:39:45 AM	1843	Tax	(\$123.72)	\$0.00	(\$123.72)
														1	Tax	(\$1.42)	\$0.00	(\$1.42)
																	Refund	\$125.14

Submitted by Lisa S. Anderson Date 5-8-23
 Lisa S. Anderson, Tax Administrator Camden County

Approved by Tiffney White, Chair Camden County Board of Commissioners Date 5-8-23



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.H
Meeting Date: June 05, 2023

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

Item Title JCPC Certification Standards

Attachments: Camden certificationStandards 23-24 (PDF)

Summary:

The JCPC Certification Standards report for FY 2023-2024 and FY 2024-2025 will be considered for approval by the Board.

Recommendation:

Approval.

JUVENILE CRIME PREVENTION COUNCIL CERTIFICATION STANDARDS

G.S. 143B-853 allows for a 2-year funding cycle for programs that meet the requirements of the statute and have been awarded funds in a prior funding cycle. Indicate below if the JCPC plans to allow for a 1-year or 2-year funding cycle.

2-Year Funding: FY 2023-2024 and FY 2024-2025

Membership

- | | |
|---|-----|
| A. Have the members of the Juvenile Crime Prevention Council been appointed by county commissioners? | Yes |
| B. Are members appointed for two-year terms and are those terms staggered? | Yes |
| C. Is membership reflective of social-economic and racial diversity of the community? | Yes |
| D. Does the membership of the Juvenile Crime Prevention Council reflect the required positions as provided by N.C.G.S. §143B-846? | No |

If not, which positions are vacant and why?

Chief Court Counselor- in the process of hiring a new Chief CC

Juvenile Defense Attorney

1 Person Under the Age of 21

Organization

- | | |
|---|----------|
| A. Does the JCPC have written Bylaws? | Yes |
| B. Bylaws are | Attached |
| C. Bylaws contain Conflict of Interest section per JCPC policy and procedure. | Yes |
| D. Does the JCPC have written policies and procedures for funding and review? | Yes |
| E. These policies and procedures | On file |
| F. Does the JCPC have officers and are they elected annually? | Yes |

Meetings

- | | |
|--|-----|
| A. JCPC meetings are considered open and public notice of meetings is provided. | Yes |
| B. Is a quorum defined as the majority of membership and required to be present in order to conduct business at JCPC meetings? | Yes |
| C. Does the JCPC meet six (6) times a year at a minimum? | Yes |
| D. Are minutes taken at all official meetings? | Yes |
| E. Are minutes distributed prior to or during subsequent meetings? | Yes |

Planning

- | | |
|--|-----|
| A. Does the JCPC conduct a biennial planning process which includes a needs assessment, monitoring of programs and funding allocation process? | Yes |
| B. Is this Biennial Plan presented to the Board of County Commissioners and to DPS? | Yes |
| C. Is the Funding Plan approved by the full council and submitted to Commissioners for their approval? | Yes |

Public Awareness

- | | |
|--|-----|
| A. Does the JCPC communicate the availability of funds to all public and private non-profit agencies which serve children or their families and to other interested community members?
<input checked="" type="checkbox"/> RFP, Distribution List, and Advertisement attached | Yes |
| B. Does the JCPC complete a biennial needs assessment and make that information available to agencies which serve children or their families, and to interested community members? | Yes |

No Overdue Tax Debt

- | | |
|---|-----|
| A. As recipient of the county DPS JCPC allocation, does the County certify that it has no overdue tax debts, as | Yes |
|---|-----|

Form JCPC/OP 002 (a) Juvenile Crime Prevention Council Certification Agreement

Form structure last revised August 2020

NC Department of Public Safety

Attachment: Camden certification Standards 23-24 (JCPC Certification Standards)

JUVENILE CRIME PREVENTION COUNCIL CERTIFICATION STANDARDS

defined by N.C.G.S. §105-243.1, at the Federal, State, or local level?

Briefly outline the plan for correcting any areas of standards non-compliance.

The council will continue to seek persons to fill vacant positions.

JUVENILE CRIME PREVENTION COUNCIL CERTIFICATION STANDARDS

Instructions: N.C.G.S. § 143B-846 specifies suggested members be appointed by county commissioners to serve on local Juvenile Crime Prevention Councils. In certain categories, a designee may be appointed to serve. Please indicate the person appointed to serve in each category and his/her title. Indicate appointed members who are designees for named positions. Indicate race and gender for all appointments.

Specified Members	Name	Title	Designee	Race	Gender
1) School Superintendent or designee	Linda Carr	Board of Education	<input checked="" type="checkbox"/>	White	Female
2) Chief of Police or designee					
3) Local Sheriff or designee	Kevin Jones/ Danny Egan	Sheriff/SRO	<input checked="" type="checkbox"/>	White	Male
4) District Attorney or designee	Holley Metzger	Assistant DA	<input checked="" type="checkbox"/>	White	Female
5) Chief Court Counselor or designee					
6) Director, Local Management Entity/ Managed Care Organization (LME/MCO), or designee	Tavia James	System of Care Coordinator, Trillium	<input checked="" type="checkbox"/>	Black or African- American	Female
7) Director DSS or designee	Stephanie Wyche	Administrative Officer	<input checked="" type="checkbox"/>	Black or African- American	Female
8) County Manager or designee	Erin Burke	County Manager		White	Male
9) Substance Abuse Professional	Tonya Cooper	Uplift Comprehensive		Black or African- American	Female
10) Member of Faith Community					
11) County Commissioner	Randy Krainiak	Commissioner		White	Male
12) A Person Under the Age of 21					
13) A Person Under the Age of 21, or a member of the public representing the interests of families of at-risk juveniles	Marcia Berry	4-H Agent		White	Female
14) Juvenile Defense Attorney					
15) Chief District Judge or designee	Hon. Edgar Barnes	Chief District Court Judge	<input checked="" type="checkbox"/>	White	Male
16) Member of Business Community					
17) Local Health Director or designee	Molly Brown	Triple P Coordinator	<input checked="" type="checkbox"/>	White	Female
18) Rep. United Way/other non-profit	Frank Hemphill	YMCA		White	Male
19) Representative/Parks and Rec	Tim White/Ben Carter	Director		White	Male
20) County Commissioner appointee	Alvin Shaw	Camden Schools		Black or African- American	Male
21) County Commissioner appointee	Eva Anderson	Court Counselor Supervisor		Black or African- American	Female
22) County Commissioner appointee	Mike Reaves	Camden High Assistant Principal/ JCPC Chair		White	Male
23) County Commissioner appointee	Paul Pollock	Court Counselor		White	Male
24) County Commissioner appointee	Pete Aitken	Court Counselor		White	Male
25) County Commissioner appointee					
26) County Commissioner appointee					

Attachment: Camden certificationStandards 23-24 (JCPC Certification Standards)



**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Consent Agenda

Item Number: 8.I
Meeting Date: June 05, 2023

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

Item Title JCPC Contractor Agreement

Attachments: JCPC Contractor Agreement_Rayah Lynch (PDF)

Summary:
Camden County public schools teacher to serve as summer camp assistant. Will provide supervision to summer camp students and assist program coordinator as needed.

Recommendation:
Approval.

Independent Contractor Agreement

This Agreement entered into this 8th day of May, 2023 by and between the Board of County Commissioners of Camden County ("Camden County"), and Rayah Lynch ("Contractor").

In consideration of their mutual promises made herein, and for other good and valuable consideration, the parties hereby agree as follows:

1. Scope of Work.

(a) Camden County engages the Contractor to furnish the work described in the Schedule attached to this Agreement at the times specified in the Schedule, and the Contractor agrees to furnish the work at the times specified in the Schedule.

(b) Contractor acknowledges that by prior knowledge and examination, Contractor understands the nature of the work, the environment, and the difficulties that may be incident to performing the Services.

(c) Contractor warrants that all Services under this Agreement shall be performed and completed in a safe, good and skillful manner by fully trained, skilled, competent and experienced personnel utilizing adequate equipment in good working order at all times.

(d) Contractor shall not employ in any work for Camden County any employee who is a minor or whose employment violates any labor, employment or other applicable laws.

2. Price and Payment.

Camden County agrees to pay the Contractor in accordance with the price and payment terms set forth in the Schedule attached to this Agreement, and the Contractor agrees to accept such amounts as full payment for its work and to sign such waivers of lien, affidavits and receipts as Camden County shall request in order to acknowledge payment.

3. Independent Contractor Relationship.

The Contractor is and at all times shall conduct itself as an independent contractor, and Contractor is not and shall not be considered or hold itself out or act as an employee, servant, agent, partner, or party in a joint venture with Camden County. Camden County shall determine the work to be done by the Contractor, but the Contractor shall determine the means by which to accomplish the work specified by Camden County. Camden County is

not responsible for withholding, and shall not withhold, FICA or taxes of any kind from any, payments that it owes the Contractor. Neither the Contractor nor its employees shall be entitled to receive any benefits which employees of Camden County are entitled to receive and shall not be entitled to workers' compensation, unemployment compensation, medical insurance, life insurance, paid vacations, paid holidays, pension, profit sharing, or Social Security on account of their work for Camden County.

4. Term.

This Agreement is effective as of the date signed by both parties and shall continue in effect for a period of time specified to complete the project that is the subject of this Agreement and not to exceed the next ensuing June 30th, or until cancelled by either party upon not less than thirty (30) days written notice to the other party.

5. Miscellaneous.

(a) If any terms of this Agreement shall be declared invalid, illegal or unenforceable for any reason or in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions hereof and this Agreement shall be construed as if such provision had never been contained herein.

(b) This agreement constitutes the entire agreement between the parties and supersedes any prior agreement between the parties.

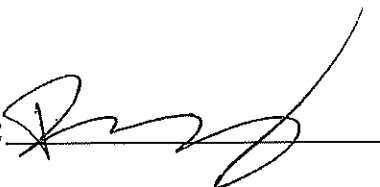
(c) This Agreement may be amended only by a written instrument signed by both parties' contracting authority.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

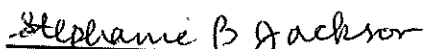
Board of County Commissioners of Camden County
Board Chair

Contractor

By: _____
Chairman

By:  _____

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



Signature of Finance Officer

Attachment: JCPC Contractor Agreement_Rayah Lynch (JCPC Contractor Agreement)

SCHEDULE TO INDEPENDENT CONTRACTOR AGREEMENT**A. SERVICES AND SCOPE OF WORK:**

1. Description of Services, Materials and Other Items Supplied by Contractor:

Camden County public schools teacher to serve as summer camp assistant. Will provide supervision to summer camp students and assist program coordinator as needed.

2. Geographic Areas:

Camden County, North Carolina

B. PRICE OR RATES AND PAYMENT TERMS FOR SERVICES:

\$2000 for camps occurring during summer, 2023. Half to be paid in July with remainder paid upon successful completion of contract.

C. ADDITIONAL PROVISIONS:

Must be Camden County Schools teacher or employee of other educational institution with clean background check.



**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Information, Reports & Minutes From Other Agencies

Item Number:	11.A
Meeting Date:	June 05, 2023
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)

Camden County Register of Deeds: Tammie Krauss
April 2023 Daily Deposit

DATE	NC CHILDREN TRUST	NC DOM. VIO. FUND	STATE REV. STAMPS	COUNTY REV. STAMPS	RETIREMENT	AUTO FUND	STATE TREASURY	ROD GENERAL	TOTAL
04/03/23	\$ 5.00	\$ 30.00	\$ 145.53	\$ 151.47	\$ 3.24	\$ 16.45	\$ 18.60	\$ 142.71	\$ 513.00
04/05/23	\$ -	\$ -	\$ 88.20	\$ 91.80	\$ 3.63	\$ 21.15	\$ 37.20	\$ 180.02	\$ 422.00
04/06/23	\$ -	\$ -	\$ 421.40	\$ 438.60	\$ 5.17	\$ 32.07	\$ 24.80	\$ 283.16	\$ 1,205.20
04/10/23	\$ -		\$ 931.00	\$ 969.00	\$ 5.55	\$ 33.55	\$ 49.60	\$ 281.30	\$ 2,270.00
04/11/23			\$ -	\$ -	\$ 3.13	\$ 19.24	\$ 18.60	\$ 168.03	\$ 209.00
04/12/23	\$ 5.00	\$ 30.00	\$ 490.00	\$ 510.00	\$ 2.46	\$ 10.17	\$ 24.80	\$ 91.57	\$ 1,164.00
04/13/23			\$ 593.39	\$ 617.61	\$ 1.35	\$ 8.14	\$ 12.40	\$ 68.11	\$ 1,301.00
04/14/23	\$ 5.00	\$ 30.00	\$ 214.62	\$ 223.38	\$ 6.39	\$ 36.95	\$ 31.00	\$ 316.46	\$ 863.80
04/17/23					\$ 1.45	\$ 9.47	\$ 6.20	\$ 79.88	\$ 97.00
04/18/23	\$ 5.00	\$ 30.00	\$ -	\$ -	\$ 1.86	\$ 8.61	\$ 6.20	\$ 72.33	\$ 124.00
04/19/23	\$ 5.00	\$ 30.00			\$ 1.44	\$ 5.34	\$ 6.20	\$ 48.02	\$ 96.00
04/20/23			\$ 860.44	\$ 895.56	\$ 8.49	\$ 50.78	\$ 80.60	\$ 426.13	\$ 2,322.00
04/21/23	\$ 5.00	\$ 30.00	\$ 303.80	\$ 316.20	\$ 5.49	\$ 30.53	\$ 31.00	\$ 263.98	\$ 986.00
04/24/23	\$ 10.00	\$ 60.00	\$ 706.09	\$ 734.91	\$ 6.30	\$ 32.84	\$ 31.00	\$ 279.86	\$ 1,861.00
04/25/23	\$ 5.00	\$ 30.00			\$ 5.34	\$ 28.77	\$ 43.40	\$ 243.49	\$ 356.00
04/26/23	\$ 5.00	\$ 30.00			\$ 1.53	\$ 6.55		\$ 58.92	\$ 102.00
04/27/23			\$ 529.20	\$ 550.80	\$ 5.25	\$ 30.44	\$ 55.80	\$ 258.51	\$ 1,430.00
04/28/23			\$ 86.73	\$ 90.27	\$ 8.67	\$ 45.80	\$ 111.60	\$ 411.93	\$ 755.00
									\$ -
									\$ -
									\$ -
									0.00
									0.00
									\$ -
TOTAL	\$ 50.00	\$ 300.00	\$ 5,370.40	\$ 5,589.60	\$ 76.74	\$ 426.85	\$ 589.00	\$ 3,674.41	\$ 16,077.00

Attachment: Register of Deeds Report (Register of Deeds Report)

Ledger Report Fee Distribution
TAMMIE KRAUSS, REGISTER OF DEEDS
Camden, NC

Date Range From Saturday, April 01, 2023 to Sunday, April 30, 2023

Name	Amount
NC Children's Trust Fund	\$50.00
NC Domestic Violence Fund	\$300.00
State Revenue Stamp	\$5,370.40
County Revenue Stamp	\$5,589.60
Land Transfer Fee	\$0.00
Floodplain Map Fund	\$0.00
Supplemental Retirement	\$76.74
ROD Automation Fund	\$426.85
Dept Of Cultural Resources	\$0.00
Vital Records Fund	\$0.00
State General Fund	\$0.00
State Treasurer Amount	\$589.00
ROD General Fund	\$3,674.41
Total Distribution For Period	\$16,077.00
Cash Total	\$831.00
Check Total	\$6,768.00
Pay Account Total	\$165.00
ACH Total	\$8,313.00
Escrow Account Total	\$0.00
Overpayment Total	\$0.00
Total Deposit For Period	\$16,077.00

Attachment: Register of Deeds Report (Register of Deeds Report)



**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Information, Reports & Minutes From Other Agencies

Item Number:	11.B
Meeting Date:	June 05, 2023
Submitted By:	Kim Perry, Library Prepared by: Kim Perry
Item Title	Library Report 4/2023
Attachments:	23-04 (DOCX)

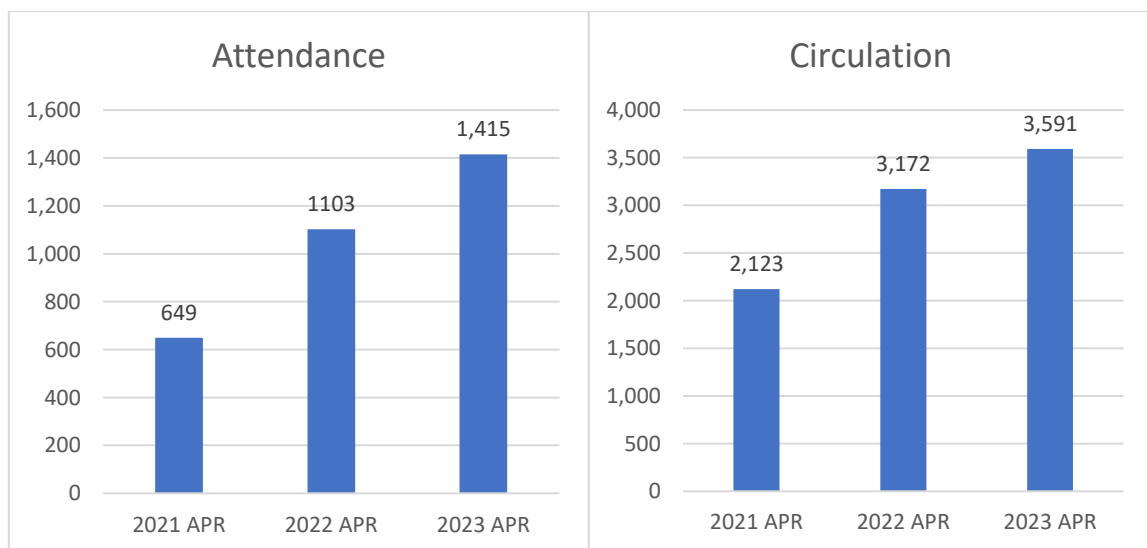
Camden County Public Library

April 2023 Statistics

Visitor Count	1,415
Materials Check Outs & Renewals	3,591
Cloud Library Check Out (ebooks & audiobooks)	105 (4% increase from 4/22)
Computer/ Wireless Use	234/162
Questions Answered	182
Children's Programs/Attendance	16/276
Teen Program/Attendance	1/4
Adult Programs/Attendance	5/44
Outreach Programs/Attendance	0/0
Study Room Usage/Attendance	25/48
Meeting Room Usage/Attendance	1/2
Days/Hours Open	19/183
# Items in Collection	20,976
Library Card Holders	2,499

Comparison by Year

2021-2023



Attachment: 23-04 (Library Report)



**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Information, Reports & Minutes From Other Agencies

Item Number:	11.C
Meeting Date:	June 05, 2023
Submitted By:	Karen Davis, Clerk to the Board Administration Prepared by: Karen Davis
Item Title	Fire Prevention Report
Attachments:	April 2023 Camden Monthly Report (PDF)

April 2023 Monthly Report
Fire Prevention
Camden County

Inspections

Completed

Camden Middle School
Camden County High School
Camden Early College
Grandy Primary
Grandy Primary After School
Camden Intermediate School

Investigations

251 Bingham Road – Structure Fire

Plans Review

No Permits Issued
No Plans Received to our Office

Special Projects/Training

17 North – Station 14 district – Assistance on Vehicle Crash
Fire and Life Safety Educator II & III Certification obtained by Smith