CAMDENCOUNTY
new energy. new vision.

BOARD
OF
COMMISSIONERS

December 7th, 2015

10:00 AM - Regular Meeting

Historic Courtroom
Courthouse Complex

Please turn Cell Phone ringers off during the meeting.

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.

Agenda

Camden County Board of Commissioners
Organizational & Regular Meeting
December 7th, 2015
10:00 A.M. - Regular Meeting
Historic Courtroom, Courthouse Complex
Camden, North Carolina

10:00 AM. Call to Order ..... County Attorney, John Morrison

Welcome

Invocation & Pledge of Allegiance ..... Chairman Michael McLain

ITEM 1 Public Comments - It is requested that comments be limited to (2-3) minutes. The length and number of comments may be limited at the Chairman's discretion.

ITEM 2 Consideration of Agenda ..... County Attorney, John Morrison

ITEM 3 Organizational Meeting ..... County Attorney, John Morrison

A. Election of Chairman to the Board ..... (Pg. 4)
B. Election of Vice Chairman to the Board ..... (Pg. 5)
C. Approval of Bonds ..... (Pg. 6-16)
D. 2016 State Holiday Schedule ..... (Pg. 17-18)
E. 2016 Board of Commissioners Meeting Calendar ..... (Pg. 19-20)

ITEM 4 New Business - For discussion and possible action

A. Proposed 2016 McClees Consulting Contract ..... (Pg. 21-30)

ITEM 5 Consent Agenda - All items listed below are routine and will be approved by one motion. Separate discussion of an item(s) will be held by request of a member of the Board.)

A. Draft Minutes –
October 5th, 2015 ..... (Attachment A)
B. Trillium Playground Contract ..... (Pg. 32-38)
C. Budget Amendment – Playground Equipment ..... (Pg. 39-40)
D. Budget Amendments - School Resource Officer ..... (Pg. 41-42)
E. Tax Collection Report - November ..... (Pg. 43-44)
F. Tax Refunds, Pickups, & Releases ..... (Pg. 45-46)
G. Tax Authorization to Collect (January Renewals) ..... (Pg. 47-48)
H. Set Public Hearing – Special Use Permit Application (UDO 2015-10-08) for Outdoor Shooting Range for Law Enforcement ..... (Pg. 49-96)

ITEM 6 Commissioner's Report - For discussion and possible action

ITEM 7 County Manager's Report - For discussion and possible action

Recess Commissioner's Meeting

SOUTH CAMDEN WATER & SEWER DISTRICT
BOARD OF DIRECTORS

1. Call to Order
2. Public Comments
3. Consideration of Agenda
4. Consent Agenda
   A. Draft Minutes
      October 5th, 2015 ..... (Attachment A)
   B. SCWSD Monthly Report ..... (Pg. 97-98)
5. Other Matters (For Discussion and possible action.)
6. Adjourn

Reconvene Commissioner's Meeting

ITEM 8 Information, Reports & Minutes From Other Agencies ..... (Pg. 99-171)

A. North Carolina's October Employment Figures Released ..... (Pg. 100-128)
B. TDA Audit ..... (Pg. 129-154)
C. NC Department of Commerce ..... (Pg. 155-156)
D. Register of Deeds - Monthly Report ..... (Pg. 157-158)
E. Library - Monthly Report ..... (Pg. 159-160)
F. EMS Reports ..... (Pg. 161-171)

ITEM 9 Other Matters - For discussion and possible action

ITEM 10 Adjourn

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Item Number: **3.A**

ORGANIZATIONAL MEETING

Meeting Date: **December 7th, 2015**
Attachments: **0**
Submitted By: **Clerk to the Board**

ITEM TITLE: **Election of Chairman for the Board**

SUMMARY:

The County Attorney will open the floor for nomination(s) for the position of Chairman to the Board of Commissioners.

RECOMMENDATION:

Nominate & Elect Chairman to the Board

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Item Number: **3.B**

ORGANIZATIONAL MEETING

Meeting Date: **December 7th, 2015**
Attachments: **0**
Submitted By: **Clerk to the Board**

ITEM TITLE: **Election of Vice Chairman for the Board**

SUMMARY:

The County Attorney will open the floor for nomination(s) for the position of Vice Chairman to the Board of Commissioners.

RECOMMENDATION:

Nominate & Elect Vice Chairman to the Board

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Item Number: **3.C**

ORGANIZATIONAL MEETING

Meeting Date: **December 7th, 2015**
Attachments: **9**
Submitted By: **Clerk to the Board**

ITEM TITLE: **Approval of Bonds**

SUMMARY:

Provided below is a list of bonds as required by NCGS 159-29.

Finance Officer
- Treasurer Courthouse/Shiloh Fire Commission
- Treasurer South Mills Fire District
- Treasurer Joyce Creek Drainage District
- Treasurer South Camden Water and Sewer District
- Treasurer Camden Tourism Development Authority

Board of Commissioners
Tax Assessor & Collector County
Sheriff
Register of Deeds

RECOMMENDATION:

Review & Approve

North Carolina

Western Surety Company

OFFICIAL BOND

KNOW ALL PERSONS BY THESE PRESENTS: Bond No. 71623157

That we, Stephanie M. Humphries of Elizabeth City, North Carolina, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of North Carolina, as Surety, are held and firmly bound unto County of Camden in the sum of Five Hundred Fifty Thousand and 00/100 DOLLARS ($ 550,000.00), for the payment of which well and truly to be made, we bind ourselves and our legal representatives, jointly and severally by these presents.

Dated this 15th day of January, 2015.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the said Principal has been ☒ appointed ☐ elected to the office of Finance Officer, for the term beginning the 15th day of January, 2015, and ~~ending the~~ ~~day of~~ indefinite.

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

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

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

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

Witness to Principal

Principal

Witness to Surety

L. Nelson

A. Vieron

WESTERN SURETY COMPANY

By Paul T. Bruflat

Paul T. Bruflat, Senior Vice President

Countersigned NOT NEEDED North Carolina Resident Agent

Approved this _____ day of _____, _____.

Form 1264-A-11-2002

WESTERN SURETY COMPANY • ONE OF AMERICA'S OLDEST BONDING COMPANIES

North Carolina

Western Surety Company

OFFICIAL BOND

KNOW ALL PERSONS BY THESE PRESENTS: Bond No. 71632515

That we, Stephanie M. Humphries of Elizabeth City, North Carolina, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of North Carolina, as Surety, are held and firmly bound unto Courthouse/Shiloh Fire Commission in the sum of Fifty Thousand and 00/100 DOLLARS ($ 50,000.00), for the payment of which well and truly to be made, we bind ourselves and our legal representatives, jointly and severally by these presents.

Dated this 3rd day of February, 2015.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the said Principal has been ☒ appointed ☐ elected to the office of Treasurer, for the term beginning the 2nd day of February, 2015, and ~~ending the~~ ~~day of~~ indefinite, _____.

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

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

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

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

Witness to Principal

_____ _____ Principal

Witness to Surety

L. Nelson

A. Vieron

WESTERN SURETY COMPANY

By Paul T. Bruflat

Paul T. Bruflat, Senior Vice President

Countersigned NOT NEEDED North Carolina Resident Agent

Approved this _____ day of _____, _____.

Form 1264-A-11-2002

WESTERN SURETY COMPANY • ONE OF AMERICA'S OLDEST BONDING COMPANIES

North Carolina

Western Surety Company

OFFICIAL BOND

KNOW ALL PERSONS BY THESE PRESENTS: Bond No. 71636021

That we, Stephanie M. Humphries of Elizabeth City, North Carolina, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of North Carolina, as Surety, are held and firmly bound unto South Mills Fire Commission in the sum of Fifty Thousand and 00/100 DOLLARS ($ 50,000.00), for the payment of which well and truly to be made, we bind ourselves and our legal representatives, jointly and severally by these presents.

Dated this 10th day of February, 2015.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the said Principal has been ☒ appointed ☐ elected to the office of Finance Officer, for the term beginning the 2nd day of February, 2015, and ~~ending the~~ ~~day of~~ indefinite.

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

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

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

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

Witness to Principal

Principal

Witness to Surety

L. Nelson

A. Vieron

WESTERN SURETY COMPANY

By Paul T. Bruflat

Paul T. Bruflat, Senior Vice President

Countersigned NOT NEEDED North Carolina Resident Agent

Approved this _____ day of _____, _____.

Form 1264-A-11-2002

WESTERN SURETY COMPANY • ONE OF AMERICA'S OLDEST BONDING COMPANIES

North Carolina

Western Surety Company

OFFICIAL BOND

KNOW ALL PERSONS BY THESE PRESENTS: Bond No. 71636013

That we, Stephanie M. Humphries of Elizabeth City, North Carolina, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of North Carolina, as Surety, are held and firmly bound unto Joyce Creek Drainage District in the sum of Fifty Thousand and 00/100 DOLLARS ($ 50,000.00), for the payment of which well and truly to be made, we bind ourselves and our legal representatives, jointly and severally by these presents.

Dated this 10th day of February, 2015.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the said Principal has been ☒ appointed ☐ elected to the office of Finance Officer, for the term beginning the 2nd day of February, 2015, and ~~ending the~~ ~~day of~~ indefinite.

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

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

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

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

Witness to Principal

Principal

Witness to Surety

L. Nelson

A. Vieron

WESTERN SURETY COMPANY

By Paul T. Bruflat

Paul T. Bruflat, Senior Vice President

Countersigned NOT NEEDED North Carolina Resident Agent

Approved this _____ day of _____, _____.

Form 1264-A-11-2002

WESTERN SURETY COMPANY • ONE OF AMERICA'S OLDEST BONDING COMPANIES

North Carolina

Western Surety Company

OFFICIAL BOND

KNOW ALL PERSONS BY THESE PRESENTS: Bond No. 71636017

That we, Stephanie M. Humphries of Elizabeth City, North Carolina, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of North Carolina, as Surety, are held and firmly bound unto South Camden Water & Sewer District in the sum of Fifty Thousand and 00/100 DOLLARS ($ 50,000.00), for the payment of which well and truly to be made, we bind ourselves and our legal representatives, jointly and severally by these presents.

Dated this 10th day of February, 2015.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the said Principal has been ☒ appointed ☐ elected to the office of Finance Officer, for the term beginning the 2nd day of February, 2015, and ~~ending the day of~~ indefinite.

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

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

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

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

Witness to Principal

Principal

Witness to Surety

L. Nelson

A. Vieron

WESTERN SURETY COMPANY

By Paul T. Bruflat

Paul T. Bruflat, Senior Vice President

Countersigned NOT NEEDED North Carolina Resident Agent

Approved this _____ day of _____, _____.

Form 1264-A-11-2002

WESTERN SURETY COMPANY • ONE OF AMERICA'S OLDEST BONDING COMPANIES

North Carolina

Western Surety Company

OFFICIAL BOND

KNOW ALL PERSONS BY THESE PRESENTS: Bond No. 71636018

That we, Stephanie M. Humphries of Elizabeth City, North Carolina, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of North Carolina, as Surety, are held and firmly bound unto Camden Tourism Development Authority in the sum of Fifty Thousand and 00/100 DOLLARS ($ 50,000.00), for the payment of which well and truly to be made, we bind ourselves and our legal representatives, jointly and severally by these presents.

Dated this 10th day of February, 2015.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the said Principal has been ☒ appointed ☐ elected to the office of Finance Officer, for the term beginning the 2nd day of February, 2015, and ~~ending the day of~~ indefinite.

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

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

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

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

Witness to Principal

Principal

Witness to Surety

L. Nelson

A. Vieron

WESTERN SURETY COMPANY

By Paul T. Bruflat

Paul T. Bruflat, Senior Vice President

Countersigned NOT NEEDED North Carolina Resident Agent

Approved this _____ day of _____, _____.

Form 1264-A-11-2002

WESTERN SURETY COMPANY • ONE OF AMERICA'S OLDEST BONDING COMPANIES

NOTICE OF PREMIUM DUE

****

CNA

Phone: 1-888-866-2666
Fax: 1-605-335-0357
Email: uwservices@cnasurety.com

Company#: 0601
Bond/Policy#: 58269823
Billing Date: 10/09/2015
Due Date: 12/14/2015

104100-554000

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

Signature of Finance Officer

CAMDEN COUNTY BOARD OF COMMISSIONERS
P. O. BOX 190
CAMDEN, NC 27921

Premium: $220.00

Amount Due: $220.00

We show 52 rated for premium purposes. To ensure proper coverage, verify the total number of employees and owners covered & contact us with changes. Note: After several years, we may have increased our rates slightly.

Company#: 0601
Bond/Policy#: 58269823
Effective Date: 12/14/2015 Anniversary Date: 12/14/2016
Bond amount: $15,000.00
Name: CAMDEN COUNTY BOARD OF COMMISSIONERS
Description: NC P E F P B P #4

Written By: WESTERN SURETY COMPANY

Your agent has requested that we bill your bond/policy directly from our office. PLEASE PAY THE AMOUNT INDICATED to CNA Surety. If this is a renewal, please submit payment at least two weeks prior to the due date to ensure proper and timely renewal of your bond/policy coverage.

If you have any questions, please contact your agent with whom the bond/policy was written.

Phone: (252)338-3322
Agency Code: 32-17563

Bankers Insurance, L L C
P. O. Box 2589
Elizabeth City, NC 27906-2589

YOU CAN PAY ONLINE BY VISITING ONLINEPAY.CNASURETY.COM

Please detach and return the coupon below with your payment. Please send payment to the address below. For overnight payments please call 1-888-866-2666.

CNA Surety

Amount Due: $220.00

Company#: 0601
Bond/Policy#: 58269823 Effective Date: 12/14/2015
Name: CAMDEN COUNTY BOARD OF COMMISSIONERS
Description: NC P E F P B P #4
Written By: WESTERN SURETY COMPANY
Agency Code: 32-17563 Bankers Insurance, L L C

Make Check Payable To CNA Surety

☐ **Check here if changes needed and explain below.**

CNA Surety Direct Bill
P.O. Box 957312
St Louis, MO 63195-7312

0003001 0321756300001214201 5 0060100582678230 0 0000000220000 1

NOTICE OF PREMIUM DUE

****

CNA

Phone: 1-888-866-2666
Fax: 1-605-335-0357
Email: uwservices@cnasurety.com

Company#: 0601
Bond/Policy#: 69151419
Billing Date: 10/09/2015
Due Date: 12/15/2015

TONY E. PERRY
P. O. BOX 190
CAMDEN, NC 27921

Premium: $125.00

Amount Due: $125.00

105100-554000

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

Signature of Finance Officer

Company#: 0601
Bond/Policy#: 69151419
Effective Date: 12/15/2015 Anniversary Date: 12/15/2016
Bond amount: $25,000.00
Name: TONY E. PERRY
Description: NC SHERIFF COUNTY OF CAMDEN

Written By: WESTERN SURETY COMPANY

Your agent has requested that we bill your bond/policy directly from our office. PLEASE PAY THE AMOUNT INDICATED to CNA Surety. If this is a renewal, please submit payment at least two weeks prior to the due date to ensure proper and timely renewal of your bond/policy coverage.

If you have any questions, please contact your agent with whom the bond/policy was written.

Phone: (252)338-3322
Agency Code: 32-17563

Bankers Insurance, L L C
P. O. Box 2589
Elizabeth City, NC 27906-2589

YOU CAN PAY ONLINE BY VISITING ONLINEPAY.CNASURETY.COM

Please detach and return the coupon below with your payment. Please send payment to the address below. For overnight payments please call 1-888-866-2666.

CNA Surety

Amount Due: $125.00

Company#: 0601
Bond/Policy#: 69151419 Effective Date: 12/15/2015
Name: TONY E. PERRY
Description: NC SHERIFF COUNTY OF CAMDEN
Written By: WESTERN SURETY COMPANY
Agency Code: 32-17563 Bankers Insurance, L L C

Make Check Payable To CNA Surety

☐ **Check here if changes needed and explain below.**

CNA Surety Direct Bill
P.O. Box 957312
St Louis, MO 63195-7312

0003001 0321756300001215201 5 0060100691514190 0 00000001250001

North Carolina

Western Surety Company

OFFICIAL BOND

KNOW ALL PERSONS BY THESE PRESENTS: Bond No. 71631695

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

Dated this 2nd day of February, 2015.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the said Principal has been ☒ appointed ☐ elected to the office of Register of Deeds, for the term beginning the 2nd day of January, 2015, and ending the 6th day of December, 2017.

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

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

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

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

Witness to Principal

Principal

Witness to Surety

L. Nelson

A. Vieron

WESTERN SURETY COMPANY

By Paul T. Bruflat

Paul T. Bruflat, Senior Vice President

Countersigned NOT NEEDED North Carolina Resident Agent

Approved this _____ day of _____, _____.

Form 1264-A-11-2002

WESTERN SURETY COMPANY • ONE OF AMERICA'S OLDEST BONDING COMPANIES

North Carolina

Western Surety Company

OFFICIAL BOND

KNOW ALL PERSONS BY THESE PRESENTS: Bond No. 71345335

That we, Lisa Sawyer Anderson of Camden, North Carolina, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of North Carolina, as Surety, are held and firmly bound unto County of Camden in the sum of Fifty Thousand and 00/100 DOLLARS ($ 50,000.00), for the payment of which well and truly to be made, we bind ourselves and our legal representatives, jointly and severally by these presents.

Dated this 7th day of November, 2012.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the said Principal has been ☐ appointed ☐ elected to the office of Tax Assessor & Collector, for the term beginning the 7th day of November, 2012, and ~~ending the~~ ~~day of~~ indefinite, _____.

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

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

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

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

Witness to Principal

_____ _____ Principal

Witness to Surety

L. Nelson

A. Vieron

WESTERN SURETY COMPANY

By Paul T. Bruflat

Paul T. Bruflat, Senior Vice President

Countersigned NOT NEEDED North Carolina Resident Agent

Approved this _____ day of _____, _____.

_____

_____

Form 1264-A-11-2002

WESTERN SURETY COMPANY • ONE OF AMERICA'S OLDEST BONDING COMPANIES

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Item Number: **3.D**

ORGANIZATIONAL MEETING

Meeting Date: **December 7th, 2015**
Attachments: **9**
Submitted By: **Clerk to the Board**

ITEM TITLE: **The 2016 State Holiday Schedule**

SUMMARY:

The board must review and adopted 2016 State Holiday Schedule.

RECOMMENDATION:

Review & Adopt

STATE OF NORTH CAROLINA
OFFICE OF STATE PERSONNEL
1331 MAIL SERVICE CENTER • RALEIGH, NC 27699-1331

PAT MCCRORY
GOVERNOR

C. NEAL ALEXANDER, JR.
STATE PERSONNEL DIRECTOR

TO: ***Agency Heads and Chancellors***

FROM: Neal Alexander Jr.

DATE: **January 24, 2013**

SUBJECT: **2016 Holiday Schedule**

Listed below are the holidays that will be observed by State employees during **2016**.

New Year's Day	January 1, 2016	Friday
Martin Luther King, Jr. Birthday	January 18, 2016	Monday
Good Friday	March 25, 2016	Friday
Memorial Day	May 30, 2016	Monday
Independence Day	July 4,, 2016	Monday
Labor Day	September 5, 2016	Monday
Veteran's Day	November 11, 2016	Friday
Thanksgiving	November 24 &25, 2016	Thursday and Friday
Christmas	December 23, 26 & 27. 2016	Friday, Monday and Tuesday

NOTE: The schedule shall be used by all State agencies operating under the policies, rules and regulations of the Office of State Personnel. Institutions of higher education and agencies requiring a twenty-four hour operation may adopt varying holiday schedules in keeping with operational needs, provided the employees are given the same number of holidays as approved by the State Personnel Commission. Such special holiday schedules must be filed with the Office of State Personnel.

It is recognized that some agencies may need to adopt an additional holiday schedule applicable to employees working in twenty-four hour operation; this schedule would designate as holidays the specific dates of the legal observances rather than the substitute weekdays when the observance occurs on Saturday or Sunday. This would be in keeping with the purpose of the holiday premium pay policy.

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Item Number: **3.E**

ORGANIZATIONAL MEETING

Meeting Date: **December 7th, 2015**
Attachments: **1**
Submitted By: **Clerk to the Board**

ITEM TITLE: **The 2016 BOC Meeting Calendar**

SUMMARY:

The board must review and approve the 2016 Board of Commissioners Regular Meeting Schedule.

RECOMMENDATION:

Review & Approve

CAMDEN COUNTY BOARD OF COMMISSIONERS

MEETING CALENDAR

2016

MEETING DATE & TIME		AGENDA ITEMS DEADLINE	
Monday, January 04, 2016	7:00 PM	Monday, December 28, 2015	5:00 PM
Tuesday, January 19, 2016	7:00 PM	Tuesday, January 12, 2016	5:00 PM
Monday, February 01, 2016	7:00 PM	Tuesday, January 26, 2016	5:00 PM
Monday, March 07, 2016	7:00 PM	Tuesday, March 01, 2016	5:00 PM
Monday, March 21, 2016	7:00 PM	Tuesday, March 15, 2016	5:00 PM
Monday, April 04, 2016	7:00 PM	Tuesday, March 29, 2016	5:00 PM
Monday, May 02, 2016	7:00 PM	Tuesday, April 26, 2016	5:00 PM
Monday, May 16, 2016	7:00 PM	Tuesday, May 10, 2016	5:00 PM
Monday, June 06, 2016	7:00 PM	Tuesday, May 31, 2016	5:00 PM
Tuesday, July 05, 2016	7:00 PM	Tuesday, June 28, 2016	5:00 PM
Monday, July 18, 2016	7:00 PM	Tuesday, July 12, 2016	5:00 PM
Monday, August 01, 2016	7:00 PM	Tuesday, July 26, 2016	5:00 PM
Tuesday, September 06, 2016	7:00 PM	Tuesday, August 30, 2016	5:00 PM
Monday, September 19, 2016	7:00 PM	Tuesday, September 13, 2016	5:00 PM
Monday, October 03, 2016	7:00 PM	Tuesday, September 27, 2016	5:00 PM
Monday, November 07, 2016	7:00 PM	Tuesday, November 01, 2016	5:00 PM
Monday, November 21, 2016	7:00 PM	Tuesday, November 15, 2016	5:00 PM
Monday, December 05, 2016	8:00 AM	Tuesday, November 29, 2016	5:00 PM
Monday, January 02, 2017	7:00 PM	Thursday, December 22, 2016	5:00 PM

DURING ANY MONTH WITH ONLY ONE SCHEDULED MEETING, AN ADDITIONAL MEETING MAY BE SCHEDULED IF THE WORKLOAD IS ADEQUATE.

ACCOMMODATION REQUESTS SHOULD BE MADE AT LEAST 48 HOURS PRIOR TO THE MEETING BY CALLING THE CLERK AT (252)338-6363 x100.

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Item Number: **4.A**

NEW BUSINESS

Meeting Date: **December 7th, 2015**
Attachments: **2 (9 Pages)**
Submitted By: **Clerk to the Board**

ITEM TITLE: **McClees Consulting Contract**

SUMMARY:

On January 5th 2015 we entered a contractual agreement for lobbying services from McClees Consulting Inc. The current contract is due to expire December 31st, 2015. Attached is the proposed contract for 2016.

RECOMMENDATION:

Review & Approve

STATE OF NORTH CAROLINA
COUNTY OF CAMDEN

CONTRACT AND AGREEMENT
FOR SERVICES BY
INDEPENDENT CONTRACTOR

THIS CONTRACT AND AGREEMENT for services by an independent contractor (herein referred to as the "Contract") is made and entered into this _____ day of _____, 2015, by and between CAMDEN COUNTY, NORTH CAROLINA (herein "Client") and McCLEES CONSULTING, INC., of Pamlico County, NC (herein "Consultant").

BACKGROUND

Client is a duly organized county of the State of North Carolina, and having as its principal address: 330 East Highway 158, PO Box 190, Camden, NC 27921.

Consultant is a corporation, incorporated and operating under the laws of North Carolina, and having as its principal address: 45 White Farm Road, PO Box 430, Oriental, NC 28571.

Client is in need of the expertise and services of Consultant to lobby on behalf of Client. Consultant has experience in lobbying, is familiar with the goals of Client, is familiar with coastal and eastern North Carolina issues, and has skills, knowledge, abilities, and experience to benefit Client.

The parties desire to enter into this lobbying agreement.

THEREFORE, in consideration of the premises and of the agreements, stipulations, and covenants herein contained, and for other good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

1. **Consultation.**

(a) Client hereby engages Consultant to render lobbying services and Consultant agrees to provide such services upon the terms and conditions of this Contract.

(b) Consultant is being retained because of the personal skill, expertise, and experience of Joseph D. McClees. All services to be performed under this Contract shall be performed personally by Joseph D. McClees with the assistance of S. Henri McClees, Attorney at Law, unless Client gives its prior written consent to another arrangement.

(c) Consultant shall report to Michael Renshaw, Camden County Manager.

2. **Term.** The term of the Contract shall begin on the first day of January, 2016 and continue through December 31, 2016.

3. **Consulting Fees.** Client shall pay to Consultant fees for services as follows:

(a) The sum of Seventeen Thousand Five Dollars ($17,500.00) for lobbying services, payable in payments of Five Thousand Dollars ($5,000.00) on or before the tenth day of January, February, and March, 2016; and, further, a final payment of Two Thousand Five Hundred Dollars on or before the tenth day of April, 2016; and, further,

(b) Client shall pay for lobbyists and principal 2016 registration fees due to the State of North Carolina, totaling Seven Hundred Fifty Six Dollars ($756.00), payable at the time of the execution of this Contract and in any event before January 11, 2016; and, further,

(c) Reimbursement of travel expenses for approved out of state travel, when incurred upon the specific direction of the Client, including mileage and reimbursement for actual expenses for lodging, food, and taxis, together with other approved transportation, if any.

(d) The parties agree there will be no reimbursement for in-state travel or other in-state expenses except as set forth herein or in-state expenses directed by Client to be spent for specific purposes agreed upon in advance of any such expenditure.

4. **Independent Contractor**. The parties acknowledge and agree the relationship of Consultant with Client is that of independent contractor. Except as provided in this Contract,

neither party shall exercise any control over the activities and operations of the other. Neither Client nor Consultant is liable or responsible for the acts, omissions, or defaults of the other in any manner. Consultant, as well as any employees or independent contractors of Consultant, shall not be considered, under the provisions of this Contract or otherwise, to be employees of Client for any purpose whatsoever.

5. **Compliance with North Carolina lobbying and ethics laws**. The parties hereto agree to comply with all reporting, lobbying, and ethics requirements set forth in Chapter 120C "Lobbying" and Chapter 138A "State Government Ethics Act" of the NC General Statutes, specifically including NCGS §120C et seq. and §138A-1 et seq. Further, the parties hereto agree to the following:

(a) Consultant will prepare all lobbying authorizations, registrations, expense reports, and submit principal authorizations and expense reports to Client for execution and timely submission to the NC Secretary of State Lobbying Compliance Division.

(b) Client will review, sign, and submit on a timely basis all required lobbying authorizations and expense reports. The County Manager will execute all required lobbying documentation on behalf of Client.

6. **Applicable Law**. The laws of North Carolina shall govern this Contract.

7. **Entire Agreement; Amendment**. This Contract supersedes all prior understandings and agreements and informal working arrangements between the parties, written and oral. This Contract may not be amended orally, but only by a writing duly executed by both parties.

IN WITNESS WHEREOF, the parties have executed this Contract the day and year first written above.

COUNTY OF CAMDEN, NORTH CAROLINA

By_____
P. Michael McLain, Chairman
Camden County Commissioners

This contract has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.
Camden Finance Officer: _____ Date: _____

McCLEES CONSULTING, INC.
By _____
Joseph D. McClees, President

Attest: _____
S. Henri McClees, Secretary

STATE OF NORTH CAROLINA
COUNTY OF CAMDEN

I, _____, a Notary Public in and for the said County and State, do hereby certify that P. Michael McLain, who is personally known to me, appeared before me as a duly authorized agent of Camden County, NC on this date and acknowledged the due execution of the foregoing contract.

WITNESS my hand and notarial seal this the ____ day of _____, 2015.

_____
Notary Public

My commission expires:
_____

STATE OF NORTH CAROLINA
COUNTY OF PAMLICO

I, _____, a Notary Public in and for the said County and State, do hereby certify that Joseph D. McClees, President and S. Henri McClees, Secretary of McClees Consulting, Inc., respectively, both known to me, each appeared before me this date and acknowledged the due execution of the foregoing contract.

WITNESS my hand and notarial seal this the ____ day of _____, 2015.

_____
Notary Public

My commission expires:
_____

STATE OF NORTH CAROLINA
COUNTY OF CAMDEN

CONTRACT AND AGREEMENT
FOR SERVICES BY
INDEPENDENT CONTRACTOR

THIS CONTRACT AND AGREEMENT for services by an independent contractor (herein referred to as the "Contract") is made and entered into this 5th day of January, 2015, by and between CAMDEN COUNTY, NORTH CAROLINA, a body politic (herein "Client") and McCLEES CONSULTING, INC., of Pamlico County, NC (herein "Consultant").

BACKGROUND

Client is a duly organized county of the State of North Carolina, and having as its principal address: 330 East Highway 158, PO Box 190, Camden, NC 27921.

Consultant is a corporation, incorporated and operating under the laws of North Carolina, and having as its principal address: 45 White Farm Road, PO Box 430, Oriental, NC 28571.

Client is in need of the expertise and services of Consultant to lobby on behalf of Client. Consultant has experience in lobbying, is familiar with the goals of Client, is familiar with coastal and eastern North Carolina issues, and has skills, knowledge, abilities, and experience to benefit Client.

The parties desire to enter into this lobbying agreement.

THEREFORE, in consideration of the premises and of the agreements, stipulations, and covenants herein contained, and for other good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

1. **Consultation.**

(a) Client hereby engages Consultant to render lobbying services and Consultant agrees to provide such services upon the terms and conditions of this Contract.

(b) Consultant is being retained because of the personal skill, expertise, and experience of Joseph D. McClees. All services to be performed under this Contract shall be performed personally by Joseph D. McClees with the assistance of S. Henri McClees, Attorney at Law, unless Client gives its prior written consent to another arrangement.

(c) Consultant shall report to Michael Renshaw, Camden County Manager.

2. **Term.** The term of the Contract shall begin on January 6, 2015 and continue through December 31, 2015.

3. **Consulting Fees.** Client shall pay to Consultant fees for services as follows:

(a) The sum of Fifteen Thousand Dollars ($15,000.00) for lobbying services, payable in three equal payments of Five Thousand Dollars ($5,000.00) per payment, payable upon execution in January 2015 and then on or before the first days of February, and March, 2015; and, further,

(b) Client shall pay for lobbyists and principal 2015 registration fees due to the State of North Carolina, totaling Four Hundred Fifty Dollars ($450.00), payable at the time of the execution of this Contract and in any event before January 14, 2015; and, further,

(c) Reimbursement of travel expenses for approved out of state travel, when incurred upon the specific direction of the Client, including mileage and reimbursement for actual expenses for lodging, food, and taxis, together with other approved transportation, if any.

(d) The parties agree there will be no reimbursement for in-state travel or other in-state expenses except as set forth herein or in-state expenses directed by Client to be spent for specific purposes agreed upon in advance of any such expenditure.

4. **Independent Contractor**. The parties acknowledge and agree the relationship of Consultant with Client is that of independent contractor. Except as provided in this Contract,

neither party shall exercise any control over the activities and operations of the other. Neither Client nor Consultant is liable or responsible for the acts, omissions, or defaults of the other in any manner. Consultant, as well as any employees or independent contractors of Consultant, shall not be considered, under the provisions of this Contract or otherwise, to be employees of Client for any purpose whatsoever.

5. **Compliance with North Carolina lobbying and ethics laws**. The parties hereto agree to comply with all reporting, lobbying, and ethics requirements set forth in Chapter 120C "Lobbying" and Chapter 138A "State Government Ethics Act" of the NC General Statutes, specifically including NCGS §120C et seq. and §138A-1 et seq. Further, the parties hereto agree to the following:

(a) Consultant will prepare all lobbying authorizations, registrations, expense reports, and submit principal authorizations and expense reports to Client for execution and timely submission to the NC Secretary of State Lobbying Compliance Division.

(b) Client will review, sign, and submit on a timely basis all required lobbying authorizations and expense reports.

6. **Applicable Law**. The laws of North Carolina shall govern this Contract.

7. **Entire Agreement; Amendment**. This Contract supersedes all prior understandings and agreements and informal working arrangements between the parties, written and oral. This Contract may not be amended orally, but only by a writing duly executed by both parties.

IN WITNESS WHEREOF, the parties have executed this Contract the day and year first written above.

COUNTY OF CAMDEN, NORTH CAROLINA

By _____

Chairman, Camden County Commissioners
This contract has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Camden Finance Officer: Sandra Jones Date: 1/5/15

McCLEES CONSULTING, INC.
By Joseph D. McClees
Joseph D. McClees, President

Attest: Henri McClees
S. Henri McClees, Secretary

STATE OF NORTH CAROLINA
COUNTY OF CAMDEN

I, Stephanie B Jackson, a Notary Public in and for the said County and State, do hereby certify that P. Michael McLain, who is personally known to me, appeared before me as a duly authorized agent of Camden County, NC on this date and acknowledged the due execution of the foregoing contract.

WITNESS my hand and notarial seal this the 5th day of January, 2015.

Stephanie B Jackson
Notary Public

OFFICIAL SEAL
Notary Public, North Carolina
County of Camden
STEPHANIE B. JACKSON
My Commission Expires 4/2/2015

My commission expires:
April 2, 2015

STATE OF NORTH CAROLINA
COUNTY OF PAMLICO

I, Jillian N. Harris, a Notary Public in and for the said County and State, do hereby certify that JOSEPH D. McCLEES, President and S. HENRI MCCLEES, Secretary of McClees Consulting, Inc., respectively, both known to me, each appeared before me this date and acknowledged the due execution of the foregoing contract.

WITNESS my hand and notarial seal this the 2 day of February, 2015.

Jillian N. Harris
Notary Public

My commission expires:
November 7, 2018

JILLIAN N. HARRIS
NOTARY
PUBLIC
PAMLICO COUNTY, N.C.

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Item Number: **5.A**

CONSENT AGENDA

Meeting Date: **December 7th, 2015**
Attachments: **1**
Submitted By: **Clerk to the Board**

ITEM TITLE: **Draft Minutes**

SUMMARY:

October 5th, 2015 Draft Minutes

RECOMMENDATION:

Review & Approve

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Item Number: **5.B**

Consent Agenda

Meeting Date: **December 7th, 2015**
Attachments: **1**
Submitted By: **County Manager**

ITEM TITLE: **Contract Approval**

SUMMARY:

Contract approval for grant from Trillium for handicap accessible playground/equipment.

RECOMMENDATION: APPROVAL

Contract #	**0055T-000-FY16**
Cost Center #	
Line Item #	
Obligated	
Date Entered	

TRILLIUM HEALTH RESOURCES HEALTH RESOURCES
AGREEMENT FOR PROFESSIONAL SERVICES

CONTRACT PERIOD: September 18, 2015 – June 30, 2016

THIS AGREEMENT made and entered into this the 18th day of September 2015 and between **Trillium Health Resources**, an Area Authority organized and existing pursuant to North Carolina Statutes, Chapter 122C, whose mailing address is 1708 E. Arlington Boulevard, Greenville, NC 27858, ID # 56-0898928, and **Camden County Parks and Recreation through County of Camden** (hereinafter referred to as the "CONTRACTEE"), whose mailing address is PO Box 190, Camden, NC 27921, Phone Number 252-338-1919 ext.239 and whose tax identification number (or social security number) is 56-6000282.

W I T N E S S E T H:

For and in consideration of the mutual promises hereinafter set forth, the parties intending to be legally bound do hereby agree as follows:

1. The CONTRACTEE does hereby agree to provide the following services to TRILLIUM HEALTH RESOURCES :

   CONTRACTEE will manage and ensure the construction and ongoing maintenance of an inclusive playground at Community Park: 117 N. Carolina Hwy 343 S., Camden, NC 27921. The CONTRACTEE will need to get approval from TRILLIUM HEALTH RESOURCES and send to Amy Corbitt at Amy.Corbitt@trilliumnc.org for approval by the Trillium Health Resources Project Team to ensure the playground is TRULY Inclusive before any purchases are made.

   - **Submit playground layouts for approval no later than December 31st, 2015**
   - **Construction to start as soon as possible after receiving approval from Trillium Health Resources on playgrounds to be completed by June 30th, 2016**
   - **Trillium Health Resources will have no ongoing commitment to the playground once construction is complete.**

2. TRILLIUM HEALTH RESOURCES agrees to pay to the CONTRACTEE, for the services set forth in paragraph 1 of this agreement, as follows:

   a. **A maximum of $125,000.00.**

   b. **This funding allocation is for actual expenditures.**

   c. **If a deposit is required for any portion of the funding it will require prior approval from Trillium Health Resources in writing.**

   d. **Invoices are due by the 10th of the month following the month services were provided. Each invoice shall have an attestation/certification statement that states the following: "I hereby attest or certify that the services reported for payment are correct and have been performed according to the terms of the contract." This statement shall be signed and dated by the CONTRACTEE.**

   e. **Each invoice shall have the name of the playground.**

   f. **Invoices will be sent to -** Attention: Accounts Payable, at 144 Community College Road, Ahoskie, NC 27910-9320, or accountspayable@trilliumnc.org. **Payment shall be made to the CONTRACTEE within thirty (30) days from the receipt date of approved, accurate and complete invoicing.**

   g. **Invoicing that is received after sixty (60) days from the deadline will not be processed.**

3. It is expressly understood and agreed that in carrying out the services to be performed hereunder:

   a. The CONTRACTEE shall furnish, at CONTRACTEE's own cost and expense, CONTRACTEE's own materials and supplies required to carry out CONTRACTEE's duties hereunder, except as otherwise expressly provided in paragraph 2 above;
   b. Any and all other expenses incurred by the CONTRACTEE in performing the required services shall be at the CONTRACTEE's sole cost and expense;
   c. The CONTRACTEE will work at such times and for such hours as TRILLIUM HEALTH RESOURCES deems necessary for the fulfillment of the contract.
   d. The CONTRACTEE shall be an independent contractor and not an employee with respect to TRILLIUM HEALTH RESOURCES , and the CONTRACTEE shall have all of the rights and duties, and all of the discretion normally associated with such relationship

e. If reimbursement of funds is required by Medicaid, the State of North Carolina or TRILLIUM HEALTH RESOURCES, due to negligent record keeping, or documentation by the CONTRACTEE or a failure by the CONTRACTEE to comply with minimum

standards, APSM 30-1, or to follow licensure or accreditation requirements or Medicaid requirements, the CONTRACTEE will be responsible for the reimbursement of all such funds including administrative overhead within 30 days of notification.4. TRILLIUM HEALTH RESOURCES Trillium Health Resources is required to provide to the CONTRACTEE all pertinent rules, regulations, standards and other information distributed by the Division necessary for the performance of the CONTRACTEE under the terms of the contract. TRILLIUM HEALTH RESOURCES is required to monitor the contract to assure compliance with rules of the Commission, the Secretary and G.S. 122C-142.

5. TERMINATION. This agreement may be terminated under the following circumstances:

A. TRILLIUM HEALTH RESOURCES may terminate the agreement immediately if funds granted for the program are revoked or terminated by the funding agencies in a manner beyond the control of TRILLIUM HEALTH RESOURCES for the duration of the contract period. In this situation, any and all of the obligations of the TRILLIUM HEALTH RESOURCES and the CONTRACTEE under this contract shall immediately cease.

B. The contract may be terminated immediately by either party with cause upon written notice to the other party and with written documentation to the other party detailing the grounds for termination. TRILLIUM HEALTH RESOURCES agrees to compensate the CONTRACTEE for services performed under this contract prior to the date of termination.

C. TRILLIUM HEALTH RESOURCES may terminate this contract immediately upon notice to the CONTRACTEE, without cause, in its sole discretion. TRILLIUM HEALTH RESOURCES agrees to compensate the CONTRACTEE for services performed under this contract prior to the date of termination.

D. If this Contract is for a period greater than thirty (30) days, it may also be terminated at any time upon mutual consent of both parties or after thirty (30) days upon notice of termination by one of the contracting parties.

E. If a dispute arises between CONTRACTEE and TRILLIUM HEALTH RESOURCES with regard to the terms of this Agreement, and such dispute cannot be resolved by mutual agreement, TRILLIUM HEALTH RESOURCES shall exercise its rights of termination under subparagraph (b) above.

F. If time sheet, billing documentation, and notes are not received on deadlines given in paragraph 2 above it will be grounds for termination of this Agreement. NOT APPLICABLE

6. The parties hereto agree that TRILLIUM HEALTH RESOURCES may in its discretion withhold from any or all of the payments made pursuant to paragraph 2 hereof any amounts which TRILLIUM HEALTH RESOURCES deems necessary for compliance with any state or federal laws or regulations, including without limitation, the Internal Revenue Code, as amended.

7. The CONTRACTEE and TRILLIUM HEALTH RESOURCES shall indemnify and hold harmless each other and their designated representatives from any and all claims, suits, actions, and liabilities caused by the CONTRACTEE's performance of work pursuant to this agreement.

8. In addition to the foregoing, the following terms and conditions shall be a part of this contract:

   CONTRACTEE agrees to acknowledge TRILLIUM HEALTH RESOURCES as the funding source in any brochures, advertising, trainings, or other information distributed to the public. CONTRACTEE should not use the TRILLIUM HEALTH RESOURCES name on any literature without obtaining prior written approval from TRILLIUM HEALTH RESOURCES.

9. This Agreement shall be construed according to and governed by the laws of the State of North Carolina, notwithstanding the fact that both or either of the parties hereto is or may become a resident or citizen of another state or country.

10. This Agreement contains the entire agreement of the parties hereto. No modification, amendment, change or discharge of any terms or provisions of this Agreement shall be valid or binding unless the same is in writing and signed by both the parties hereto. No waiver of any of the terms of the Agreement shall be valid unless signed by the party against whom each such waiver is asserted. Any waiver of any provision of this Agreement in any instance shall not be a waiver in any other instance; and according to policy adopted by TRILLIUM HEALTH RESOURCES, CONTRACTEE shall not be restricted to fund balance limitations.

11. CONTRACTEE is responsible for the adoption, assessment, collection and disposition of fees, if applicable, in accordance with G.S. 122C-146.

12. If applicable, equipment purchased with non-unit-cost reimbursement funds, such as startup or special purpose funding, title to assets purchased under the contract in whole or in part rests with TRILLIUM HEALTH RESOURCES so long as that party continues to provide the services which were supported by the contract. If such services are discontinued, disposition of the assets shall occur as approved by the Division. NOT APPLICABLE

13. If applicable, the CONTRACTEE shall provide TRILLIUM HEALTH RESOURCES with consumer records and data about individual consumers for purpose of monitoring, research and study, financial audits of third party payors, research and evaluation. NOT APPLICABLE

14. When applicable, the CONTRACTEE shall make available to TRILLIUM HEALTH RESOURCES its accounting records for the purpose of audit by State authorities and that the party will, when required by general statute or in accordance with the annual Memorandum of Agreement, have an annual audit by an independent certified public accountant and submit to the TRILLIUM HEALTH RESOURCES two (2) copies of the audit report within (90) days of the end of the CONTRACTEE's previous fiscal year, of which one copy shall be forwarded to the Office of the State Auditor at 300 N. Salisbury Street, Raleigh, NC 27603-5903.

15. CONTRACTEE agrees to secure and maintain all appropriate insurance, including worker's compensation, general liability and property damage and agrees to provide TRILLIUM HEALTH RESOURCES with proof of such insurance upon receipt.

16. This contract shall contain no stricken and initialed provisions, other than for correction of minor clerical errors. Any stricken and initialed provisions shall not be deemed removed from this contract, and the contract shall be interpreted as if such provisions had not been stricken. Both parties to the contract must initial corrections of clerical errors.

17. Health Insurance Portability and Accountability Act (HIPAA). The CONTRACTEE and TRILLIUM HEALTH RESOURCES shall be in compliance with the final HIPAA rules and regulations and each party shall provide evidence to the other party of this compliance upon request. The parties hereto specifically agree to amend this Agreement on a timely basis as necessary to comply with any and all laws relating to privacy of healthcare information, including the Health Insurance Portability and Accountability Act of 1996 (HIPAA). If the parties are unable to agree to such amendments, they agree to participate in mediation. If the parties are still unable to agree, the Agreement will terminate in accordance with Section 5 b of the agreement prior to the effective date(s) for compliance with such privacy laws. If applicable the Business Associate Agreement must be signed.

18. Comply with all Confidentiality Rules and Requirements in accordance with N.C.G.S. 122C-51 through 122C-56. The CONTRACTEE agrees to keep these matters confidential and to discuss them with only the appropriate TRILLIUM HEALTH RESOURCES staff member or other professional people designated by TRILLIUM HEALTH RESOURCES. The CONTRACTEE has read and signed the Confidentiality Rules required of Mental Health Centers.

This instrument has been pre-audited in the manner required by the Local Budget and Fiscal Control Act, General Statute, 159.

SIGNATURES FOR TRILLIUM HEALTH RESOURCES	**SIGNATURES FOR CONTRACTEE**
Leza Wainwright, CEO	**Mike Renshaw, Camden County Manager**
Date	**Date**
Joy Futrell, Vice President, Business Operations	
Date	

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Item Number: **5.B**

Consent Agenda

Meeting Date: **December 7th, 2015**
Attachments: **1**
Submitted By: **Budget & Finance Officers**

ITEM TITLE: **Budget Amendment**

SUMMARY:

Appropriation must be made for the grant received from Trillium for playground equipment.

RECOMMENDATION: APPROVAL

2015-16-BA008

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, 2016.

Section 1. To amend the Community Park Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE	AMOUNT DECREASE
Revenues			
65330613-439764	Park Grant	$125,000	
Expenses			
656130-574095	Playground	$125,000	

This Budget Amendment is made to appropriate funds for the grant received from Trillium for Handicap Accessible Playground Equipment.

This will result in a decrease of $0 in the Contingency of the General Fund.
Balance in Contingency $40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 7th day of December, 2015.

_____ _____

Clerk to Board of Commissioners **Chairman, Board of Commissioners**

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Item Number: **5.D**

Consent Agenda
Meeting Date: **December 7th, 2015**
Attachments: **1**
Submitted By: **Tony Perry, Sheriff**

ITEM TITLE: **Budget Amendment**

SUMMARY:

Sheriff is requesting a budget amendment to move funds from within the Sheriff Budget to the School Resource Officer (SRO) budget into salaries. A new hire will be paid at a higher rate than what was budgeted due to the new hires' extensive experience in law enforcement and teaching abilities. The amount to be moved into the SRO budget is $4,212.00.

RECOMMENDATION:

APPROVAL

2015-16-BA009

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2016.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE	AMOUNT DECREASE
Expenses			
105100 - 503000	Part time salaries		$2,000
105100-516100	Maintenance Radios		$1,000
105100-526000	Advertise		$ 400
105100-531000	Gas & Oil		$ 812
105110 - 502000	Salaries	$4,212	

This Budget Amendment is made to appropriate funds for additional salary of the new School Resource Officer.

This will result in a decrease of $0 in the Contingency of the General Fund.
Balance in Contingency $40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction.
Adopted this 7th day of December, 2015.

_____ _____

Clerk to Board of Commissioners **Chairman, Board of Commissioners**

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Item Number: **5.E**

Consent Agenda

Meeting Date: **December 7th, 2015**
Attachments: **1**
Submitted By: **Tax Office**

ITEM TITLE: **Tax Collection Report**

SUMMARY:

Tax Collection Report

RECOMMENDATION:

Review & Approve

Tax Collection Report

November 2015

Day	Amount	Amount	Name of Account	Deposits
2	18,580.22	7,421.17	$280.59 - Refund / $1.00 - short	26,001.39
3	24,062.41			24,062.41
4	9,877.12			9,877.12
5	16,642.51			16,642.51
6	16,852.11		$7.80 - Refund	16,852.11
9	33,254.26		$2.12 - Refund	33,254.26
10	6,253.06			6,253.06
12	20,392.31			20,392.31
	529,296.16			529,296.16
13	18,016.59			18,016.59
16	20,882.82			20,882.82
	210,733.46	225,914.97	$1,090.63 - Refund	436,648.43
17	22,667.57			22,667.57
	1,247,215.28	8,447.84	$2,129.04 - Refund	1,255,663.12
18	15,674.71		$0.10 - Refund/$0.70 - short	15,674.71
19	19,696.07			19,696.07
20	12,223.70			12,223.70
23	32,354.81		$13.51 - Refund	32,354.81
24	5,456.80		$0.03 - Over	5,456.80
25	23,947.75		$595.11 - Refund	23,947.75
	1,206.92		$33.50 - Refund	
30	22,837.52	15,991.48	$21.97 - Refund	38,829.00
	4,777.46		$940.48 - Refund	4,777.46
	$2,332,901.62	**$257,775.46**		**$2,589,470.16**
	$2,590,677.08			**$2,590,677.08**
	-$5,114.85	**Refund**		
	-$0.03	**Over**		
	$1.70	**Shortage**		
	$0.00			
	$2,585,563.90			

Submitted by: _____ **Date:** _____

Approved by: _____ **Date:** _____

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Item Number: **5.F**

Consent Agenda

Meeting Date: **December 7th, 2015**
Attachments: **1**
Submitted By: **Tax Office**

ITEM TITLE: **Tax Refunds, Pickups & Releases**

SUMMARY:

Tax Refunds, Pickups & Releases

RECOMMENDATION:

Review & Approve

NAME	REASON	TYPE NO.
Michael Wenthe	$128.73 Discovery - Pick-up	Pick/up- 18483 P-12988-15
Margaret G. Thomas	$126.21 Discovery - Pick-up	Pick/Up-18462 P-12965-15
Michael & Michelle Stone	$234.53 Discovery - Pick-up	Pick/up-18453 P-12940-15
Derek Charles Smithson	$182.62 Discovery - Pick-up	Pick/up-18447 P-12931-15
Wade & Cheryl Smith	$142.31 Discovery - Pick-up	Pick/up-18446 P-12930-15
George Rowland	$176.52 Discovery - Pick-up	Pick/up-18430 P-12924-15
Morgan Roberson	$160.74 Discovery - Pick-up	Pick-up-18426 P-12914-15
Peter L'Abbe	$563.81 Discovery - Pick-up	Pick-up-18408 P-12999-15
Dung Le Tran	$148.44 Discovery - Pick-up	Pick-up-18465 P-12966-15

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Item Number: **5.G**

Consent Agenda

Meeting Date: **December 7th, 2015**
Attachments: **1**
Submitted By: **Tax Office**

ITEM TITLE: **Authorization to Collect**

SUMMARY:

Authorization to Collect – January renewals

RECOMMENDATION:

Review & Approve

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County January Ren. Due 02/15/16 (NEW SYSTEM)

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon personal property of the respective taxpayers in the County of Camden, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell personal property of such taxpayers for and on account thereof, in accordance with the law.

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
18,569.49	17,890.25	9,036.82	45,496.56

Witness my hand and official seal this _____day of _____

_____
Chairman, Camden County Board of Commissioners

Attest:

_____
Clerk to the Board of Commissioners of Camden County

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

Rita S. Anderson
Tax Administrator of Camden County

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

MOTION MADE BY:	
M. McLain	____
G. Meiggs	____
S. Duckwall	____
T. White	____
C. Riggs	____
NO MOTION	____
VOTE:	
M. McLain	____
G. Meiggs	____
S. Duckwall	____
T. White	____
C. Riggs	____
ABSENT	____
RECUSED	____

Item Number: **5.H**

Meeting Date: **December 7, 2015**
Attachments: **SUP Findings of Facts with supporting documents**
Submitted By: **Planning Department**

ITEM TITLE: Set Public Hearing – Special Use Permit Application (UDO 2015-10-08) for Outdoor Shooting Range for Law Enforcement

SUMMARY:

Sheriff Perry has applied for an Outdoor Shooting Range facility that will allow his personnel and possible other law enforcement personnel to maintain their qualifications required by the state.

Planning Board met on November 18, 2015 to consider Special Use Permit application and after discussion with staff, adjacent property owners and applicant, Planning Board recommended approval of the Special Use Permit application with the conditions as stated in Staffs Findings on a 6-0 vote.

RECOMMENDATION:

Set public hearing for January 4, 2016

STAFF REPORT

UDO 2015-10-08
Special Use Permit
Findings of Facts

PROJECT INFORMATION

File Reference: UDO 2015-10-08
Project Name; Shooting Range – Law Enforcement
PIN: 03-8964-00-39-4075
Applicant: Sheriff's Office Camden County
Address: P.O. Box 57 Camden, NC 27921
Phone: (252) 338-5046
Email:

Agent for Applicant:
Address:
Phone:
Email:
Current Owner of Record: Michael P. McLain

Meeting Dates:
Planning Board - 11/1/2015
Board of Commissioners

Application Received: 10/7/2015
By: David Parks, Permit Officer

Application Fee paid: $400 Check #

Completeness of Application: Application is generally complete

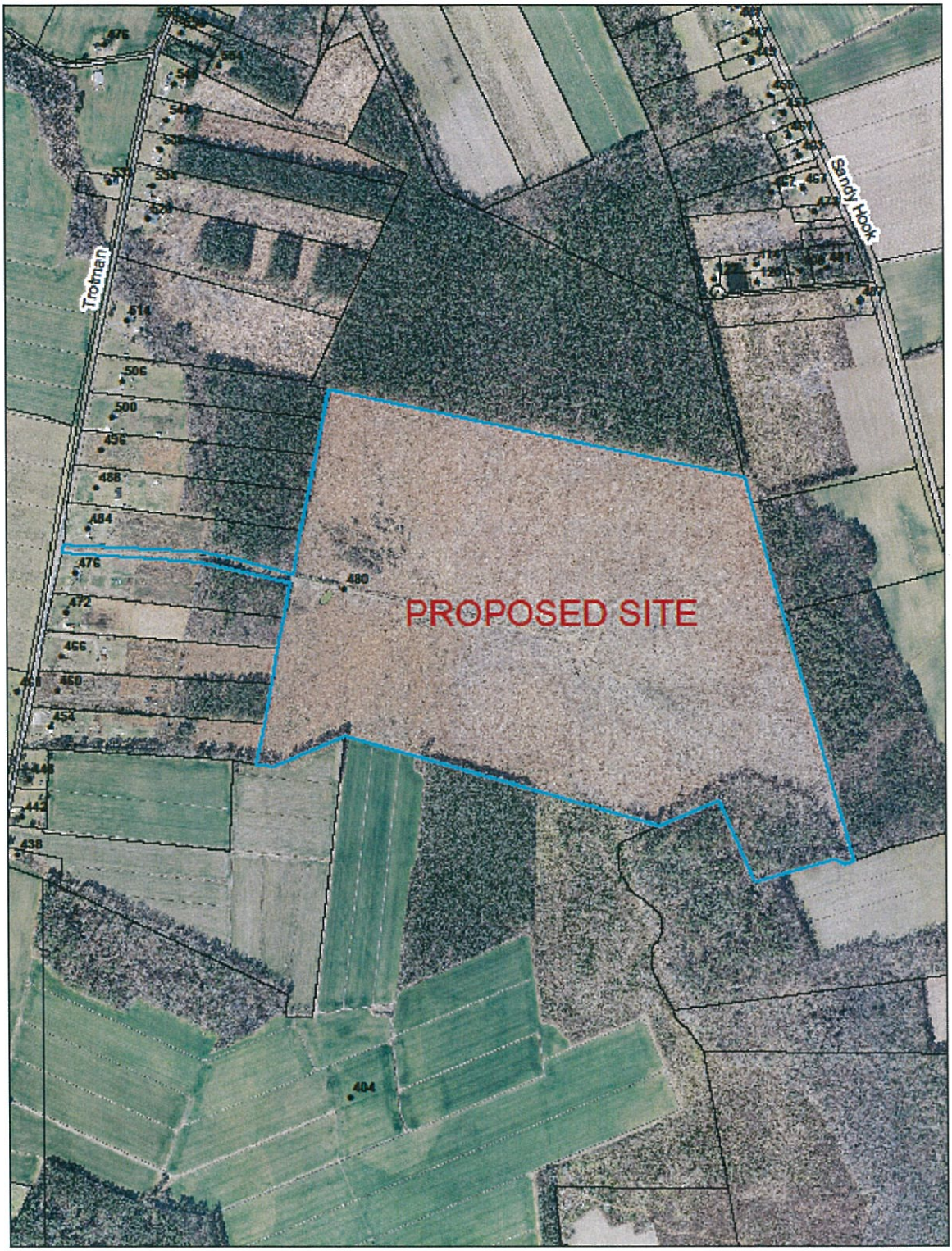
Documents received upon filing of application or otherwise included:

A. Land Use/Development Application
B. Site Plan/Aerial Photo/Deed
C. Sheriff Perry's letter request
D. Sheriff's office Policy #3.30 entitled Shooting Range Facility
E. Proposed Lease Agreement
F. Letter from Twiford Law Firm – John Morrison
G. Letter from Army Corps of Engineers
H. Proposal from Albemarle Septic Service

PROJECT LOCATION:

Street Address: 480 Trotman Road
Location Description: Shiloh Township

Vicinity Map:



REQUEST: Request for Shooting Range for Law Enforcement (Use #6.310)

SITE DATA

Lot size: Lease portion of tract approximately 194 acres in size
Flood Zone: X
Zoning District(s): General Use District (GUD)
Existing Land Uses: Cut over woodland.

Adjacent Zoning & Uses:

	North	South	East	West
Zoning	General Use District (GUD)	General Use District (GUD)	General Use District (GUD)	General Use District (GUD)
Use & size	Houses – 10 Acre Tracts (nearest dwelling is over 2200 feet away)	Woodland/Farms over 23 acres	Woodland – 87 acres	Woodland/Farms over 50 acres

Proposed Use(s): Outdoor shooting range for Law Enforcement Only

Description of property:

Property is located off Trotman Road and contains approximately 194 acres of cut over woodland.

ENVIRONMENTAL ASSESSMENT

Streams, Creeks, Major Ditches:

Distance & description of nearest outfall:

Nearest outfall is North River

Soils:

Predominant: Hyde (HyA)
Other: Nimmo (NoA); Portsmouth (PtA)

INFRASTRUCTURE

There are currently no utilities servicing the property.

Traffic: Minimal increase of traffic flow on Trotman Road

---

1. **Utilities:**
   A. **Does the application include a letter or certificate from the District Health Department regarding septic tanks?** Applicant requesting use of portable toilet.
   B. **Does the applicant propose the use of public sewage systems?** No
   C. **Does the applicant propose the use of public water systems?** No.
   D. **Distance from existing public water supply system:** Approximately 2000 feet from Trotman Road to location of range.
   E. **Is the area within a five-year proposal for the provision of public water?** Yes
   F. **Is the area within a five-year proposal for the provision of public sewage?** No

2. **Landscaping**
   A. **Is any buffer required?** Natural buffer exists (cutover woodland)
   B. **Is any landscaping described in application**: Yes
3. **Findings Regarding Additional Requirements:**

   A. **<u>Endangering the public health and safety</u>**

The UDO requires firing ranges meet the standards of the Military Handbook which present the highest safety standards for firing ranges, including a Surface Danger Zone (SDZ) under the facility's direct ownership or control. The SDZ is a fan shaped area that extends at a 10 degree angle from the ends of the firing line to a distance equal to the farthest possible range for the caliber of weapon and round fired. This distance is 7086 feet (1.34 miles) for a .357 caliber pistol and 10,170 feet (1.93 miles) for 5.56 caliber rifle. These distances can be reduced by 50% if properly constructed overhead baffle is placed at the firing line, which results in a SDZ of 3,543 (.67 mile) for pistol and 5085 feet (.96 mile) for rifle.

The proposed firing range indicates that for pistol firing 2,944 feet of the required 3,543 foot SDZ (with use of a baffle) within the limits of the property ownership on which the range will be located. It also shows the nearest house within the SDZ to be 4,227 feet. Likewise the site plan shows only 580 feet of the required 5,085 foot SDZ within the limits of property ownership and the distance to the nearest house is 6,330 feet.

The staff recommendation for approval includes consideration that the range will be used exclusively by trained and licensed professional safety personnel, using overhead baffles, and that the property surrounding the range under the same ownership remain wooded.

The range will also result in noise which will be baffled by surrounding woodland and limited by hours of operation.

B. **Injure the value of adjoining or abutting property:** Staff considers that the range will not injure the values of adjoining woodland or farm land.

C. **Harmony with the area in which it is located**: Yes. The range is located in a secluded area of the county with surround woodland and farmland. Nearest housing is over 2000 feet away.

D. Conformity with the Plans

(1). Land Use Plan – Shooting Ranges are not addressed in the Land Use Plan or Comprehensive Plan

(2). Thoroughfare Plan – N/A

(3). Other Plans officially adopted by the Board of Commissioners – N/A

E. Will not exceed the county's ability to provide public facilities

(1). Schools – N/A.

(2). Fire and rescue – No.

(3). Law Enforcement – No.

F. Other County Facilities – N/A

At their November 18, 2015 meeting, Planning Board recommended approval of the Special Use Permit for outdoor shooting range for law enforcement only with the conditions/modifications as follows:

1. The applicant must strictly abide by all requirements of the Unified Development Ordinance of Camden County, North Carolina, and must also strictly comply with all other local, state, and federal ordinances, laws, rules and regulations as one or more ordinances, laws, rules and regulations may apply to this development.
2. The applicant shall complete the development strictly in accordance with the approved plans contained in the file titled UDO 2015-10-08.
3. Shooting Range shall be utilized by duly sworn law enforcement personnel only.
4. Applicant shall adhere to all requirements of their policy 3.30 entitled Shooting Range Facility dated October 2015.
5. Applicant shall amend policy 3.30 reflecting that no children shall be permitted on the range.
6. Hours of operations shall be Monday-Thursday from 8:00 AM – 8:00 PM. EST.
7. Utilization of the caliber of weapons shall be limited to a 357 caliber hand gun and 5.56 caliber rifles.
8. In view of the contour of the land outside the shooting range (wooded), the site plan reflecting the utilization of berms, portable overhead baffles, and with the experience of the individuals utilizing the range (law enforcement), staff is recommending approval to deviate from the requirement for the down range safety areas not encompass land not owned by the owner be waived so long as the land remain wooded and the construction of the portable overhead baffles meet minimum design and construction standards.
9. In accordance the information listed in condition 3 staff also recommends approval of a reduction from 900 feet to 550 feet that all shooting stations and backstops are from any property lines. The wooded area around the range should provide adequate buffer for noise.
10. Applicant shall post No Trespassing signs every 100 feet along property line that faces Trotman Road and every 250 feet along the remaining perimeter of the property.
11. There shall be no training on the small arm ranges while training is being conducted on rifle range.

12. The range policy manual shall include for any round fired that leaves the immediate firing range, targets, or berms, a log book will be kept indicating the date, time, direction of travel, caliber of round, and person firing at the time.

13. Prior to any land disturbing activity, applicant shall provide an approved Sedimentation & Erosion Control Plan & Stormwater Permit from NCDENR.
14. Applicant shall maintain a log of all personnel utilizing the range listing day and times on range.
15. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this approval in its entirety shall be void and have no effect.

Land Use/Development Application

County of Camden, North Carolina

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

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

Please consult the Planning Office (1-252-338-1919) with any questions about your application.

Please Do Not Write in this Box

PIN: 03-8964-00-39-4025

UDO# 2015-10-08

Date Received: 10-7-15

Received by: af

Zoning District: GUD

Fee Paid $ 400.00 CK

Pd CK II 00044585

PLEASE PRINT OR TYPE

Applicant's Name: CAMDEN CO SHERIFF'S OFFICE

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

Applicant's Mailing Address: PO Box 57
Camden NC 27921

Daytime Phone Number: (___) 338-5046

Street Address Location of Property: ____

General Description of Proposal: Law Enforcement Shooting Range
USE # 6.310

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

Signed: Sheriff Tony Perry

Dated: 10-7-15

** Information to be filled out by Planning Department*

***Is the Property in a Watershed Protection area?** ____

***Flood Zone (from FIRM Map):** X ***Taxes paid? yes** ✓ **no** ____

(F) **Applicants for a Conditional Use Permit or a Special Use Permit must respond to the following issues and include those responses with their application:** [Article 151.509] (The applicant may use separate sheets for answers to these questions.)

(1) Will the proposal in any way endanger the public health or safety? NO

(2) Will the proposal in any way injure the value of adjoining or abutting property? NO

(3) Is the proposal in conformity with the:

(a) Land Use Plan - YES

(b) Thoroughfare Plan - N/A

(c) Watershed Plan - N/A

(4) Will the proposal exceed the county's ability to provide adequate public facilities, including, but not limited to, schools, fire and rescue, law enforcement, and other county facilities?

(a) Schools

(b) Fire and rescue

(c) Law Enforcement

(d) Other County facilities

N/A

November 2, 2015

Camden County
Board of Commissioners

RE: Special Use Permit for Shooting Range

Based on evidence submitted (site plan, aerial photo, utilization of overhead baffles), and the experience of law enforcement personnel, request a reduction/waiver to the requirements listed in the Unified Development Ordinance Article 151.347 (S) (8) and (11) – Specific Standards for shooting ranges as follows:

- Article 151.347 (S) (8): The safety area shall not encompass other property not owned by the range operator or owner.
- Article 151.347 (S) (11): A reduction from the 900 feet requirement that all shooting stations and backstops be set back from any property lines.to 580 feet.

Sincerely,

Sheriff Tony Perry

Sheriff Tony Perry

TITLE XV: LAND USAGE / CHAPTER 151: UNIFIED DEVELOPMENT / CONDITIONAL AND SPECIAL USES / § 151.347 SPECIFIC STANDARDS.

(S) The following minimum development standards shall apply to commercial shooting ranges which utilize firearms:

(1) Use is only permitted with the issuance of a special use permit.

(2) The use is allowed within the I-1 and I-2 districts with the issuance of a special use permit.

(3) The design criteria cited in the Military Handbook - Range Facilities and Miscellaneous Training Facilities Other Than Buildings (MIL-HDBK-1027/3B), as amended or superseded or the National Rifle Association Range Manual, as amended or superseded shall be met. For those ranges constructed in accordance with the National Rifle Association Range Manual, the downrange safety area shall not apply, but the permit holder shall provide documentation of approval of the ranges by the NRA-sponsored team of inspectors annually.

(4) The proposed shooting range shall be reviewed by and comments received from the County Sheriff's Department.

(5) Hours of firing activities and number of ranges shall be set as conditions of the Special Use Permit.

(6) Alcohol consumption shall be prohibited before and during range operations, but shall be allowed after the range is closed provided proper permits are obtained.

(7) The adjacent areas to the proposed range shall be predominantly undeveloped.

(8) All areas within the proposed range, including, but not limited to firing area(s), backstops, downrange safety zones, parking and accessory areas and the like shall be under uniform control or ownership. The downrange safety area shall be essentially fan-shaped, with its vertex being 100 meters each side of the end firing point and extending to the maximum range of the type of firearm being used as shown on Table 4 of the MIL-HDBK-1027/3B, ten degrees from the firing line, plus an additional 100 meters running parallel to the ten degree line, as shown in Figure 2.2-1 of MIL-HDBK-1027/3B or as approved in accordance with the NRA manual and inspections per division (S)(3) above. The safety area shall not encompass any public right-of-way or other property not owned by range operator or owner.

(9) The operators of an outdoor range must provide proof of coverage by adequate accident and liability insurance. A minimum coverage of $2,000,000 shall be established.

(10) The site or area used as a shooting range shall be enclosed by a six-foot high fence or otherwise restricted by natural physical features (such as swamps, bodies of water,

and the like) so that access to the site is controlled to insure the safety of patrons, spectators and the public at large. Warning signs shall be posted along the fence every 100 feet.

(11) All shooting stations and backstops, when utilized, shall be at least 900 feet from any property line regardless of the direction of fire unless the applicant can provide noise or safety test evidence to show that a lesser distance may be acceptable.

(12) All parking areas, vehicle accommodation areas, driveways and the like shall meet standards for parking as stated in this chapter.

(13) Weapon types will be restricted to pistol, rifle and shotgun or similar unless authorized in accordance with division (S)(19) below. No automatic assault type weapon shall be used by the general public, but will be allowed by any law enforcement, military or federal agency group, or any holder of a Federal Firearms License of a class and type that authorizes NFA weapons, duly authorized to use these style weapons. Limits on caliber size shall be in accordance with the MIL-HDBK-1027/3B/ or National Rifle Association Range Manual subject to the physical constraints of the property.

(14) No concussion type of explosives shall be permitted unless authorized in accordance with division (S)(19) below.

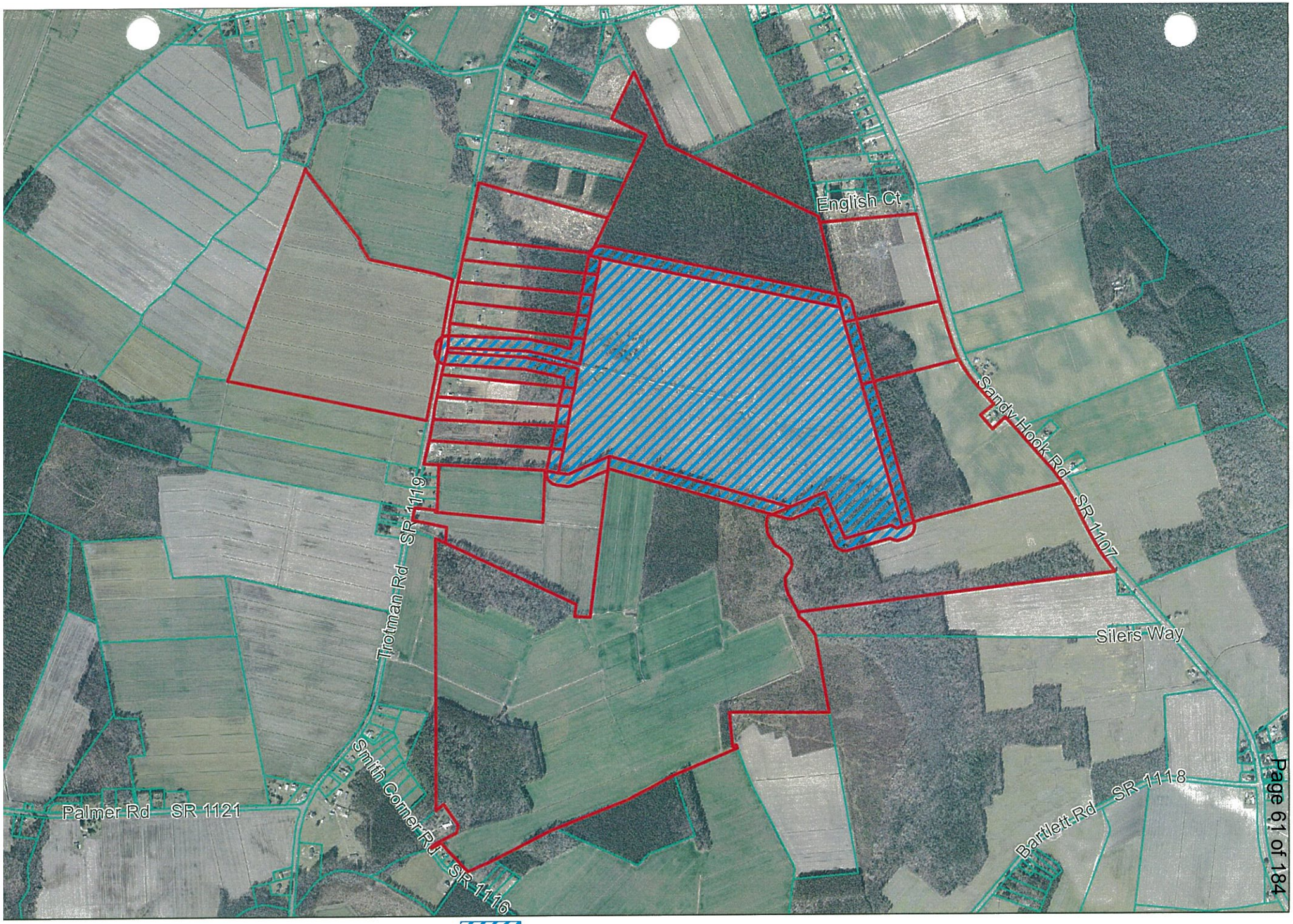
(15) No military, para-military or militia type activities or maneuvers, including, but not limited to hand-to-hand combat training, swamp or guerrilla warfare techniques, no incendiary type firings, infiltration course type training and the like be permitted unless authorized in accordance with division (S)(19) below.

(16) All actual firing activities will be directed toward either moving or stationary targets only.

(17) Any overnight or temporary storage of weapons, ammunition and/or explosives must meet the Bureau of Alcohol, Tobacco, Firearms and Explosives storage and stand-off safety standards.

(18) Each commercial firing range shall be posted indicating the allowable caliber of weapon allowed and any other applicable rules.

(19) Any commercial firing range activity not specifically mentioned within the foregoing shall be prohibited unless set as a condition of the special use permit.



150 Buffer

Parcels within 150 Foot Buffer

0 750 1,500 3,000 Feet

Estimate

ALBEMARLE SEPTIC SERVICE LLC
134 BELCROSS RD
Camden NC 27921
252-202-9969/252-562-5121

Name/Address
Camden County Sheriff's Office PO Box 57 Camden NC 27921

Date	Estimate No.	Project
09/29/15	14	

Item	Description	Quantity	Cost	Total
monthly pt rental	portable toilet rental/service for the month of 1/16-12/16 at shooting range. Rental is cleaned once a week and resupplied with tissue. Additional items or changes can increase price.	1	72.00	72.00T
discount	county discount		-15.00	-15.00
	Sales Tax		6.75%	3.85
Thank you for your business.			Total	$60.85

U.S. ARMY CORPS OF ENGINEERS
WILMINGTON DISTRICT

Action Id. **SAW-2015-01866** County: **Camden** U.S.G.S. Quad: **NC-SHILOH**

GENERAL PERMIT (REGIONAL AND NATIONWIDE) VERIFICATION

Permittee: **Camden County Sheriffs Office**
Tony Perry
Address: **117 North NC343**

Camden, NC, 27921
Telephone Number: 252-338-5046

Size (acres)	1.6	Nearest Town	**Camden**
Nearest Waterway	**Areneuse Creek**	River Basin	**Albemarle**
USGS HUC	**03010205**	Coordinates	Latitude: **36.3226093558351**
			Longitude: **-76.0712994404755**

Location description: The project is located off North Trotman Road on a private parcel of forest land owned by P. Michael McLain. Access is via a gatted (cabeled) dirt forest road.

Description of projects area and activity: **Haul in clean fill to construct an impact berm for a police training facility for rifle and pistol marksmanship practice. Approximate wetland impacts are less than a tenth of an acre. Some grading will be required. Area is a former commercial forest lot that is largely upland and has been recently logged.**

Applicable Law: ☒ Section 404 (Clean Water Act, 33 USC 1344)
☐ Section 10 (Rivers and Harbors Act, 33 USC 403)

Authorization: Regional General Permit Number or Nationwide Permit Number: **NWP 18 Minor Discharges.**
SEE ATTACHED RGP or NWP GENERAL, REGIONAL AND SPECIAL CONDITIONS

Your work is authorized by the above referenced permit provided it is accomplished in strict accordance with the attached conditions and your submitted application and attached information dated 09/17/2015. Any violation of the attached conditions or deviation from your submitted plans may subject the permittee to a stop work order, a restoration order, a Class I administrative penalty, and/or appropriate legal action.

This verification will remain valid until the expiration date identified below unless the nationwide authorization is modified, suspended or revoked. If, prior to the expiration date identified below, the nationwide permit authorization is reissued and/or modified, this verification will remain valid until the expiration date identified below, provided it complies with all requirements of the modified nationwide permit. If the nationwide permit authorization expires or is suspended, revoked, or is modified, such that the activity would no longer comply with the terms and conditions of the nationwide permit, activities which have commenced (i.e., are under construction) or are under contract to commence in reliance upon the nationwide permit, will remain authorized provided the activity is completed within twelve months of the date of the nationwide permit's expiration, modification or revocation, unless discretionary authority has been exercised on a case-by-case basis to modify, suspend or revoke the authorization.

Activities subject to Section 404 (as indicated above) may also require an individual Section 401 Water Quality Certification. You should contact the NC Division of Water Quality (telephone 919-807-6300) to determine Section 401 requirements.

For activities occurring within the twenty coastal counties subject to regulation under the Coastal Area Management Act (CAMA), prior to beginning work you must contact the N.C. Division of Coastal Management in Elizabeth City, NC, at (252) 264-3901.

This Department of the Army verification does not relieve the permittee of the responsibility to obtain any other required Federal, State or local approvals/permits.

If there are any questions regarding this verification, any of the conditions of the Permit, or the Corps of Engineers regulatory program, please contact **Chester Bigelow at 910-251-4595 or Chester.C.Bigelow@usace.army.mil**.

Corps Regulatory Official: _____ Date: **10/06/2015**
Expiration Date of Verification: **03/18/2017**

SAW-2015-01866

Determination of Jurisdiction:

A. ☒ Based on preliminary information, there appear to be waters of the US including wetlands within the above described project area. This preliminary determination is not an appealable action under the Regulatory Program Administrative Appeal Process (Reference 33 CFR Part 331).

B. ☐ There are Navigable Waters of the United States within the above described project area subject to the permit requirements of Section 10 of the Rivers and Harbors Act and Section 404 of the Clean Water Act. Unless there is a change in the law or our published regulations, this determination may be relied upon for a period not to exceed five years from the date of this notification.

C. ☐ There are waters of the US and/or wetlands within the above described project area subject to the permit requirements of Section 404 of the Clean Water Act (CWA)(33 USC § 1344). Unless there is a change in the law or our published regulations, this determination may be relied upon for a period not to exceed five years from the date of this notification.

D. ☒ The jurisdictional areas within the above described project area have been identified under a previous action. Please reference jurisdictional determination issued 10/10/2015. Action ID: **SAW-2015-01866.**

Basis For Determination: Presence of field indicators of hyric soils, vegetation and hydrology consistent with the 1987 Corps of Engineers maual for Identifying and Delineating Wetlands.

Remarks: The wetland area is a small wetland less than 0.21 acres in size located in the southweat corner of the property.

E. Attention USDA Program Participants

This delineation/determination has been conducted to identify the limits of Corps' Clean Water Act jurisdiction for the particular site identified in this request. The delineation/determination may not be valid for the wetland conservation provisions of the Food Security Act of 1985. If you or your tenant are USDA Program participants, or anticipate participation in USDA programs, you should request a certified wetland determination from the local office of the Natural Resources Conservation Service, prior to starting work.

F. Appeals Information (This information applies only to approved jurisdictional determinations as indicated in B and C above).

This correspondence constitutes an approved jurisdictional determination for the above described site. If you object to this determination, you may request an administrative appeal under Corps regulations at 33 CFR Part 331. Enclosed you will find a Notification of Appeal Process (NAP) fact sheet and request for appeal (RFA) form. If you request to appeal this determination you must submit a completed RFA form to the following address:

US Army Corps of Engineers
South Atlantic Division
Attn: Jason Steele, Review Officer
60 Forsyth Street SW, Room 10M15
Atlanta, Georgia 30303-8801
Phone: (404) 562-5137

In order for an RFA to be accepted by the Corps, the Corps must determine that it is complete, that it meets the criteria for appeal under 33 CFR part 331.5, and that it has been received by the Division Office within 60 days of the date of the NAP. Should you decide to submit an RFA form, it must be received at the above address by .
It is not necessary to submit an RFA form to the Division Office if you do not object to the determination in this correspondence.

Corps Regulatory Official: _____
Chester Bigelow

Date of JD: **10/06/2015**
Expiration Date of JD: 10/5/2020

SAW-2015-01866

The Wilmington District is committed to providing the highest level of support to the public. To help us ensure we continue to do so, please complete our customer Satisfaction Survey online at http://regulatory.usacesurvey.com/.

Copy furnished:

Agent:	**Camden County Sheriffs Office**
	Tony Perry
Address:	**117 North NC343**
	Camden, NC, 27921
Telephone Number:	252-338-5046

SAW-2015-01866

SPECIAL CONDITIONS

Action ID Number: SAW-2015-01866 County: Camden

Permittee: Camden County Sheriffs Office
Tony Perry

Project Name: Camden County Sheriffs Office Shooting Range

Date Verification Issued: 10/06/2015

Project Manager: Chester Bigelow

Upon completion of the activity authorized by this permit and any mitigation required by the permit, sign this certification and return it to the following address:

US ARMY CORPS OF ENGINEERS
WILMINGTON DISTRICT
Attn: Chester Bigelow

Please note that your permitted activity is subject to a compliance inspection by a U. S. Army Corps of Engineers representative. Failure to comply with any terms or conditions of this authorization may result in the Corps suspending, modifying or revoking the authorization and/or issuing a Class I administrative penalty, or initiating other appropriate legal action.

I hereby certify that the work authorized by the above referenced permit has been completed in accordance with the terms and condition of the said permit, and required mitigation was completed in accordance with the permit conditions.

_____ _____

Signature of Permittee Date

NOTIFICATION OF ADMINISTRATIVE APPEAL OPTIONS AND PROCESS AND REQUEST FOR APPEAL

Applicant: **Camden County Sheriffs Office** **Tony Perry**	File Number: **SAW-2015-01866**	Date: **10/06/2015**

Attached is:	See Section below
☐ INITIAL PROFFERED PERMIT (Standard Permit or Letter of permission)	A
☐ PROFFERED PERMIT (Standard Permit or Letter of permission)	B
☐ PERMIT DENIAL	C
☐ APPROVED JURISDICTIONAL DETERMINATION	D
☐ PRELIMINARY JURISDICTIONAL DETERMINATION	E

SECTION I - The following identifies your rights and options regarding an administrative appeal of the above decision. Additional information may be found at or http://www.usace.army.mil/Missions/CivilWorks/RegulatoryProgramandPermits.aspx or the Corps regulations at 33 CFR Part 331.

A: INITIAL PROFFERED PERMIT: You may accept or object to the permit.

- ACCEPT: If you received a Standard Permit, you may sign the permit document and return it to the district engineer for final authorization. If you received a Letter of Permission (LOP), you may accept the LOP and your work is authorized. Your signature on the Standard Permit or acceptance of the LOP means that you accept the permit in its entirety, and waive all rights to appeal the permit, including its terms and conditions, and approved jurisdictional determinations associated with the permit.
- OBJECT: If you object to the permit (Standard or LOP) because of certain terms and conditions therein, you may request that the permit be modified accordingly. You must complete Section II of this form and return the form to the district engineer. Your objections must be received by the district engineer within 60 days of the date of this notice, or you will forfeit your right to appeal the permit in the future. Upon receipt of your letter, the district engineer will evaluate your objections and may: (a) modify the permit to address all of your concerns, (b) modify the permit to address some of your objections, or (c) not modify the permit having determined that the permit should be issued as previously written. After evaluating your objections, the district engineer will send you a proffered permit for your reconsideration, as indicated in Section B below.

B: PROFFERED PERMIT: You may accept or appeal the permit

- ACCEPT: If you received a Standard Permit, you may sign the permit document and return it to the district engineer for final authorization. If you received a Letter of Permission (LOP), you may accept the LOP and your work is authorized. Your signature on the Standard Permit or acceptance of the LOP means that you accept the permit in its entirety, and waive all rights to appeal the permit, including its terms and conditions, and approved jurisdictional determinations associated with the permit.
- APPEAL: If you choose to decline the proffered permit (Standard or LOP) because of certain terms and conditions therein, you may appeal the declined permit under the Corps of Engineers Administrative Appeal Process by completing Section II of this form and sending the form to the division engineer. This form must be received by the division engineer within 60 days of the date of this notice.

C: PERMIT DENIAL: You may appeal the denial of a permit under the Corps of Engineers Administrative Appeal Process by completing Section II of this form and sending the form to the division engineer. This form must be received by the division engineer within 60 days of the date of this notice.

D: APPROVED JURISDICTIONAL DETERMINATION: You may accept or appeal the approved JD or provide new information.

- ACCEPT: You do not need to notify the Corps to accept an approved JD. Failure to notify the Corps within 60 days of the date of this notice, means that you accept the approved JD in its entirety, and waive all rights to appeal the approved JD.
- APPEAL: If you disagree with the approved JD, you may appeal the approved JD under the Corps of Engineers Administrative Appeal Process by completing Section II of this form and sending the form to the district engineer. This form must be received by the division engineer within 60 days of the date of this notice.

E: PRELIMINARY JURISDICTIONAL DETERMINATION: You do not need to respond to the Corps regarding the preliminary JD. The Preliminary JD is not appealable. If you wish, you may request an approved JD (which may be appealed), by contacting the Corps district for further instruction. Also you may provide new information for further consideration by the Corps to reevaluate the JD.

SECTION II - REQUEST FOR APPEAL or OBJECTIONS TO AN INITIAL PROFFERED PERMIT

REASONS FOR APPEAL OR OBJECTIONS: (Describe your reasons for appealing the decision or your objections to an initial proffered permit in clear concise statements. You may attach additional information to this form to clarify where your reasons or objections are addressed in the administrative record.)

ADDITIONAL INFORMATION: The appeal is limited to a review of the administrative record, the Corps memorandum for the record of the appeal conference or meeting, and any supplemental information that the review officer has determined is needed to clarify the administrative record. Neither the appellant nor the Corps may add new information or analyses to the record. However, you may provide additional information to clarify the location of information that is already in the administrative record.

POINT OF CONTACT FOR QUESTIONS OR INFORMATION:

If you have questions regarding this decision and/or the appeal process you may contact: **District Engineer, Wilmington Regulatory Division, Attn: Chester Bigelow**	If you only have questions regarding the appeal process you may also contact: Mr. Jason Steele, Administrative Appeal Review Officer CESAD-PDO U.S. Army Corps of Engineers, South Atlantic Division 60 Forsyth Street, Room 10M15 Atlanta, Georgia 30303-8801 Phone: (404) 562-5137

RIGHT OF ENTRY: Your signature below grants the right of entry to Corps of Engineers personnel, and any government consultants, to conduct investigations of the project site during the course of the appeal process. You will be provided a 15 day notice of any site investigation, and will have the opportunity to participate in all site investigations.

_____ Signature of appellant or agent.	Date:	Telephone number:

For appeals on Initial Proffered Permits send this form to:

District Engineer, Wilmington Regulatory Division, Attn: Chester Bigelow, 69 Darlington Avenue, Wilmington, North Carolina 28403

For Permit denials, Proffered Permits and approved Jurisdictional Determinations send this form to:

Division Engineer, Commander, U.S. Army Engineer Division, South Atlantic, Attn: Mr. Jason Steele, Administrative Appeal Officer, CESAD-PDO, 60 Forsyth Street, Room 10M15, Atlanta, Georgia 30303-8801
Phone: (404) 562-5137

ACTION ID: **SAW-2015-01866**

MEMORANDUM FOR RECORD

SUBJECT: Department of the Army Memorandum Documenting Nationwide Permit/Regional General Permit Verification

1. Applicant: **Camden County Sheriffs Office**
Tony Perry

2. Project Location *(Waterway, Section, Township, Range, City, County, State):*

Nearest Waterway	**Areneuse Creek**
Nearest Town	
County	**Camden**
State	**NC**
USGS HUC	**03010205**
Location description:	

3. Pre-Construction Notification Receipt Date: 8/26/2015

Complete? ☒Yes ☒No

4. Additional Information Requested Date(s):
10/02/2015

5. Pre-Construction Notification Complete Date: **09/17/2015**

6. Waters of the US:

*see Jurisdictional Determination form(s) and/or Preliminary JD letter(s) dated: October 6, 2015

7. Authority: **Section 404**

8. Project Description *(Describe activities in waters of the U.S. considered for verification):*
Haul in clean fill to construct an impact berm for a police training facility for rifle and pistol marksmanship practice. Approximate wetland impacts are less than a tenth of an acre. Some grading will be required. Area is a former commercial forest lot that is largely upland and has been recently logged.

9. Type of Permit Requested: **NWP 18 Minor Discharges.**

10. Pre-construction Notification Required: **with PCN**

11. Waiver required to begin work *(see GC 31 (a)(2) as applied to appropriate NWPs)*: ☐Yes ☒ No

Rationale:

12. Coordination with Agencies/Tribes Needed: ☐Yes ☒No Date: _____

Resolution:

13. Commenting Agencies:

☐ a. US Fish and Wildlife Service

☐ b. US Environmental Protection Agency

☐ c. National Marine Fisheries Service

☐ d. State Agency (list commenting state agencies)

☐ e. State Historic Preservation Office

☐ f. Other:

14. Substantive Issues Raised and Corps Resolution *(Consideration of Comments)*:

15. Compliance with Other Federal Laws *(If specific law is not applicable write N/A)*:

a. Endangered Species Act: ☒N/A

(1) Name of species present:

(2) Effects determination: No Effect

(3) Date of Service(s) concurrence:

(4) Basis for "no effect" determination:

(5) Additional information (optional):

b. Magnuson-Stevens Act (Essential Fish Habitat): ☒N/A

(1) Name of species present:

(2) Effects determination: No Effect

(3) Date of Service(s) concurrence:

(4) Basis for "no effect" determination:

(5) Additional information (optional):

c. Section 106 of the National Historic Preservation Act: ☒N/A

(1) Known site present: ☐ yes ☐ no

(2) Survey required/conducted: ☐ yes ☐ no

(3) Effects determination: No Effect

(4) Rationale:

(5) Date consultation complete (if necessary):

(6) Additional information (optional):

d. Section 401 Water Quality Certification: ☒N/A

(1) Individual certification required: ☐ yes ☐ no

(2) Individual Certification: ☐Issued ☐Waived ☐Denied

(3) General Certification required: ☐ yes ☐ no

(4) Additional Information (optional):

e. Coastal Zone Management Act: ☒N/A

(1) Individual certification (CAMA Major) required: ☐ yes ☐ no

(2) Individual certification: ☐Issued ☐Waived ☐Denied

(3) Other CAMA permit required: ☐ yes ☐ no

(4) Additional information (optional):

f. Wild and Scenic Rivers Act: ☒N/A

(1) Project located on designated or "study" river: ☐ yes ☐no

(2) Managing Agency:

(3) Date written determination provided that the project will not adversely affect the Wild and Scenic River designation or study status:

(4) Additional information (optional):

g. Other: ☒N/A

16. Special Conditions Required *(include rationale for each required condition/explanation for requiring no special conditions)*:
Verified Without Special Conditions

a. The activity is conducted in accordance with the information submitted and meets the conditions applicable to the NWP, as described at Part C of the NWP Program and the Wilmington District NWP Regional Conditions.

17. Compensatory Mitigation Determination: The applicant has avoided and minimized impacts to the maximum extent practicable.

a. Is compensatory mitigation required for unavoidable impacts to jurisdictional aquatic resources to reduce the individual and cumulative adverse environmental effects to a minimal level?

No

[If "no," do not complete the rest of this section and include an explanation of why not here]

b. Is the impact in the service area of an approved mitigation bank? ☐ yes ☐ no

(1) Does the mitigation bank have appropriate number and resource type of credits available? ☐ yes ☐ no

c. Is the impact in the service area of an approved in-lieu fee program? ☐ yes ☐no

(a) Does the in-lieu fee program have appropriate number and resource type of credits available? ☐ yes ☐ no

d. Check the selected compensatory mitigation option(s):

☐ mitigation bank credits

☐ in-lieu fee program credits

☐ permittee-responsible mitigation under a watershed approach

☐ permittee-responsible mitigation, on-site and/or in-kind

☐ permittee-responsible mitigation, off-site and/or out-of-kind

e. If a selected compensatory mitigation option deviates from the order of the options presented in §332.3(b)(2)-(6), explain why the selected compensatory mitigation option is environmentally preferable. Address the criteria provided in §332.3(a)(1) (i.e., the likelihood for ecological success and sustainability, the location of the compensation site relative to the impact site and their significance within the watershed, and the costs of the compensatory mitigation project):

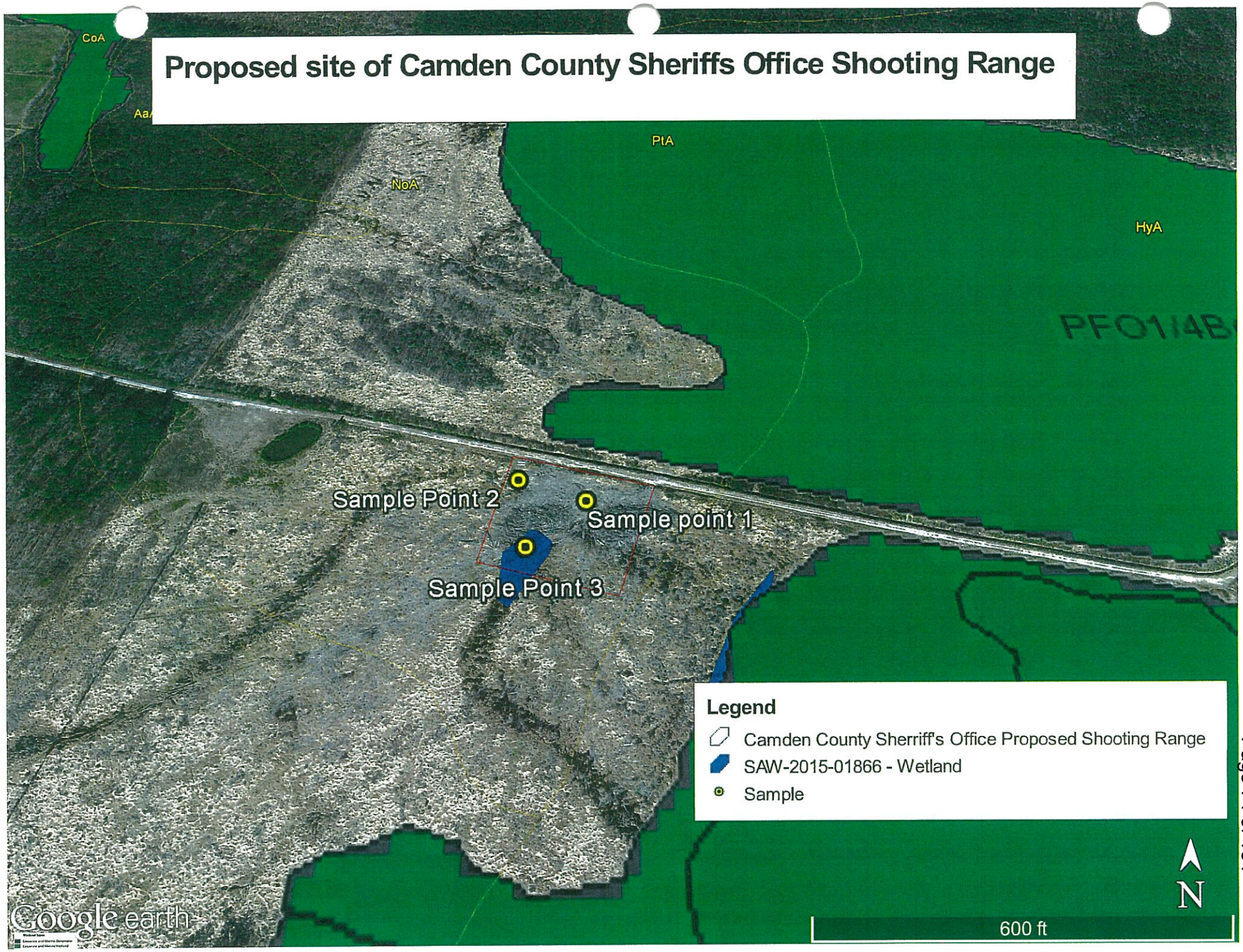
Determination *(Reference Section D. District Engineer's Decision):*

The proposed activity, with proposed mitigation (if applicable) would result in no more than minimal individual and cumulative adverse environmental effects and would not be contrary to the public interest provided the special conditions and/or modifications identified in the above sections are incorporated. This project complies with all terms and conditions of **NWP 18 Minor Discharges.**, including any applicable regional conditions.

PREPARED BY:

_____ Date: **10/06/2015**

Proposed site of Camden County Sheriffs Office Shooting Range



PRELIMINARY JURISDICTIONAL DETERMINATION FORM

BACKGROUND INFORMATION

A. REPORT COMPLETION DATE FOR PRELIMINARY JURISDICTIONAL DETERMINATION (JD): October 6, 2015

B. NAME AND ADDRESS OF PERSON REQUESTING PRELIMINARY JD: Tony Perry, 117 North NC343, , NC, 27921.

C. DISTRICT OFFICE, FILE NAME, AND NUMBER: Wilmington, Camden County Sheriffs Office Shooting Range, SAW-2015-01866

D. PROJECT LOCATION(S) AND BACKGROUND INFORMATION:
(USE THE ATTACHED TABLE TO DOCUMENT MULTIPLE WATERBODIES AT DIFFERENT SITES)

State: NC County/parish/borough: Camden City:
Center coordinates of site (lat/long in degree decimal format): Lat. 36.3226093558351° N, Long. -76.0712994404755° W.
Universal Transverse Mercator:
Name of nearest water body: Areneuse Creek

Identify (estimate) amount of waters in the review area:
Non-wetland waters: linear feet: width (ft) and/or acres.
Cowardin Class:
Stream Flow:
Wetlands: 0.45 acres.
Cowardin Class: Forested

Name of any water bodies on the site that have been identified as Section 10 waters:
Tidal:
Non-Tidal:

E. REVIEW PERFORMED FOR SITE EVALUATION (CHECK ALL THAT APPLIES):

☒ Office (Desk) Determination. Date: October 6, 2015
☒ Field Determination. Date(s): September 16, 2015

1. The Corps of Engineers believes that there may be jurisdictional waters of the United States on the subject site, and the permit applicant or other affected party who requested this preliminary JD is hereby advised of his or her option to request and obtain an approved jurisdictional determination (JD) for that site. Nevertheless, the permit applicant or other person who requested this preliminary JD has declined to exercise the option to obtain an approved JD in this instance and at this time.

2. In any circumstance where a permit applicant obtains an individual permit, or a Nationwide General Permit (NWP) or other general permit verification requiring "pre-construction notification" (PCN), or requests verification for a non-reporting NWP or other general permit, and the permit applicant has not requested an approved JD for the activity, the permit applicant is hereby made aware of the following: (1) the permit applicant has elected to seek a permit authorization based on a preliminary JD, which does not make an official determination of jurisdictional waters; (2) that the applicant has the option to request an approved JD before accepting the terms and conditions of the permit authorization, and that basing a permit authorization on an approved JD could possibly result in less compensatory mitigation being required or different special conditions; (3) that the applicant has the right to request an individual permit rather than accepting the terms and conditions of the NWP or other general permit authorization; (4) that the applicant can accept a permit authorization and thereby agree to comply with all the terms and conditions of that permit, including whatever mitigation requirements the Corps has determined to be necessary; (5) that undertaking any activity in reliance upon the subject permit authorization without requesting an approved JD constitutes the applicant's acceptance of the use of the preliminary JD, but that either form of JD will be processed as soon as is practicable; (6) accepting a permit authorization (e.g., signing a proffered individual permit) or undertaking any activity in reliance on any form of Corps permit authorization based on a preliminary JD constitutes agreement that all wetlands and other water bodies on the site affected in any way by that activity are jurisdictional waters of the United States, and precludes any challenge to such jurisdiction in any administrative or judicial compliance or enforcement action, or in any administrative appeal or in any Federal court; and (7) whether the applicant elects to use either an approved JD or a preliminary JD, that JD will be processed as soon as is practicable. Further, an approved JD, a proffered individual permit (and all terms and conditions contained therein), or individual permit denial can be administratively appealed pursuant to 33 C.F.R. Part 331, and that in any administrative appeal, jurisdictional issues can be raised (see 33 C.F.R. 331.5(a)(2)). If, during that administrative appeal, it becomes necessary to make an official determination whether CWA jurisdiction exists over a site, or to provide an official delineation of jurisdictional waters on the site, the Corps will provide an approved JD to accomplish that result, as soon as is practicable.

This preliminary JD finds that there *"may be"* waters of the United States on the subject project site, and identifies all aquatic features on the site that could be affected by the proposed activity, based on the following information:

SUPPORTING DATA. Data reviewed for preliminary JD (check all that apply - checked items should be included in case file and, where checked and requested, appropriately reference sources below):

- ☐ Maps, plans, plots or plat submitted by or on behalf of the applicant/consultant: .
- ☐ Data sheets prepared/submitted by or on behalf of the applicant/consultant.
  - ☐ Office concurs with data sheets/delineation report.
  - ☐ Office does not concur with data sheets/delineation report.
- ☒ Data sheets prepared by the Corps: .
- ☐ Corps navigable waters' study: .
- ☐ U.S. Geological Survey Hydrologic Atlas: .
  - ☐ USGS NHD data.
  - ☐ USGS 8 and 12 digit HUC maps.
- ☐ U.S. Geological Survey map(s). Cite scale & quad name: .
- ☐ USDA Natural Resources Conservation Service Soil Survey. Citation: .
- ☒ National wetlands inventory map(s). Cite name: .
- ☐ State/Local wetland inventory map(s): .
- ☐ FEMA/FIRM maps: .
- ☐ 100-year Floodplain Elevation is: (National Geodetic Vertical Datum of 1929)
- ☒ Photographs: ☒ Aerial (Name & Date): .
  or ☐ Other (Name & Date): .
- ☐ Previous determination(s). File no. and date of response letter: .
- ☒ Other information (please specify): Site visit and evaluation by USACE on Sept. 16, 2015.

IMPORTANT NOTE: The information recorded on this form has not necessarily been verified by the Corps and should not be relied upon for later jurisdictional determinations.

BIGELOW.CHESTER.CHARLES.III.1205754357

Digitally signed by BIGELOW.CHESTER.CHARLES.III.1205754357
DN: c=US, o=U.S. Government, ou=DoD, ou=PKI, ou=USA, cn=BIGELOW.CHESTER.CHARLES.III.1205754357
Date: 2015.10.06 13:53:39 -04'00'

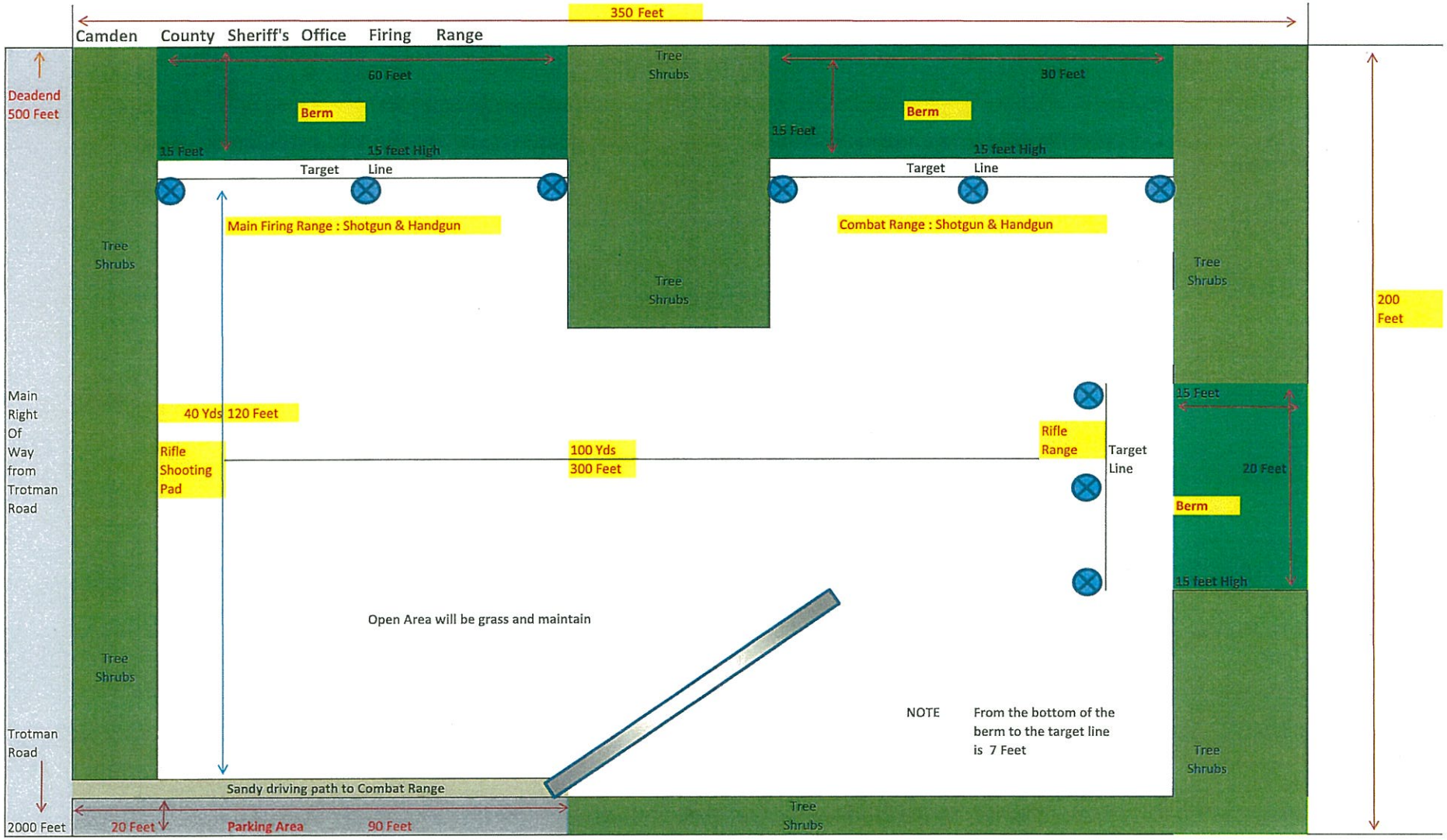
Signature and date of
Regulatory Project Manager
(REQUIRED)

Sheriff Tony Perry
10-7-2015

Signature and date of
person requesting preliminary JD
(REQUIRED, unless obtaining the signature is
Impracticable)

SAMPLE

Site number	Latitude	Longitude	Cowardin Class	Estimated amount of aquatic resource in review area	Class of aquatic resource
Wetland	36.32218	-76.07177	PFO (HARVESTED)	0.21 acre	section 404 Non – tidal



August 27,2015

CAMDEN COUNTY SHERIFF'S OFFICE

Post Office Box 57 Camden, North Carolina 27921

Tony E. Perry, Sheriff

Voice: 252-338-5046
Fax: 252-335-4300
24 Hours: 252-331-7445

MEMORANDUM

TO: Camden County Board of Commissioners

FROM: Sheriff Tony Perry

DATE: July 27, 2015

RE: Firing Range Need

The Camden County Sheriff's Office is mandated by the North Carolina Sheriff's Education and Training Standards Commission to qualify annually in firearms that deputies carry. Qualification ranges require maximum 25 yards on handguns, 40 yards on shotguns and 100 yards on rifles. Qualification times vary depending upon weather and availability of deputies to gather for a period over a week for classroom, day and night training. Furthermore, we may train with other agencies on site for qualification purposes.

For the last 13 years, George Wood Farms has allowed the Sheriff's Office through the Pasquotank County Sheriff's Office and then in 2008 through a County of Camden lease an area here in Camden for a firing range equipped with a berm and target area. In December 2014, that lease agreement was terminated by George Wood Farms due to the sale of farmland. I was contacted by Matt Wood in June 2015 that he was going to completely close the area and have it cleaned up.

I spoke with Currituck Sheriff in the use of their range for this year but after all the winter storms and rains, berms were washed away. I also met with Academi and they know by their Special Use Permit, they can allow the Sheriff's Office to use their range. I have requested further meetings with superiors at Academi, requested potential trainings available, and available range dates but have received no responses. Furthermore, we would not be a paying customer and if we planned to use the range, we could be bumped for a paying customer.

I met with Mike Renshaw back in January 2015 on the need for a firing range. John Morrison was informed of the termination of the George Wood Farm lease and the need to build a new range. For the last year, I have been looking for property in the county to build a new firing range. I had been in touch with one property owner in South Mills I thought had property available but was later discovered it was not. I have been reviewing

county owned property through GIS but was unable to find suitable property with a large area and a buffer zone.

Commissioner Michael McLain stated to me back in the spring of 2015 he had property that was possibly suitable for a firing range. I reviewed the GIS map for the McLain property and set up meetings with the County Planning Office – Dave Parks and then with the Army Corps of Engineers (ACOE). The ACOE requested that a small area be cleared so that they could better determine wetlands possibilities.

I flew by airplane over the property during mid-June and saw that trees where growing in the proposed area. Through speaking with a former logger of the property they stated that there would be stumps from passed logging that would be six inches high that would create extra problems for clearing the area. Commissioner McLain said I could look at other areas of his property in which I did and discovered that where the logging operation stripped and loaded the logs was actually an area that would be easily cleared and cleaned. I have been to this area and bulldozed an area 100 feet by 150 feet pushing the dead logs and trees limbs to the side for the ACOE to make a determination on this area.

While this opportunity has risen with the McLain property, Law Enforcement Support Services (LESO) of the North Carolina Department of Public Safety just opened up for law enforcement to get equipment. LESO works in conjunction with the (military) Defense Logistics Agency that facilitates a law enforcement support program, which originated from the National Defense Authorization Act of Fiscal Year 1997 (FY 97). This law allows transfer of excess Department of Defense property that might otherwise be destroyed to law enforcement agencies across the United States and its territories.

No equipment is purchased for distribution. All items were excess which had been turned in by military units or had been held as part of reserve stocks until no longer needed. Since its inception, the program has transferred more than $5.4 billion worth of property. In 2014, $980 million worth of property (based on initial acquisition cost) was transferred to law enforcement agencies. Requisitions cover the gamut of items used by America's military -- clothing and office supplies, tools and rescue equipment, vehicles, rifles and others small arms. Of all the excess equipment provided through the program, only five percent are weapons and less than one percent is tactical vehicles. More than 8,000 law enforcement agencies have enrolled in the program.

Such equipment available that could be used to build a firing range was a bulldozer, a motor grader, a dump truck and a used pickup truck. We are currently looking for a front end loader. This equipment was given to the Sheriff's Office at no cost with the only stipulation that we hold it for 12 months then we could surplus and sell it.

At this point and the date of this memorandum, we are waiting for the ACOE to return sometime the second week of August to determine if the proposed area on the McLain property will be suitable for the range. After that, further consultation with the County Planning Office will be needed to start the process for permits. The UDO currently designates for commercial and private use firing ranges. This will not be for commercial

use and a designation of private use needs to be reviewed.

At the same time, a lease agreement will need approval between County of Camden and Michael McLain if the UDO will allow the range. Furthermore, the determined amount of leasing the property will be $1.00 annually from the Sheriff's Office to McLain.

I have been working on this project to save the county a maximum amount of costs using available resources. I will be available for questions.

The Twiford Law Firm, P.C.

Russell E. Twiford (Retired)
John S. Morrison
Edward A. O'Neal
H.P. Williams, Jr.
R. Mark Warren
Courtney S. Hull
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Elizabeth City, NC 27907-0099
Telephone (252) 338-4151
Telecopier (252) 338-8546

LOOK AT OUR WEBSITE:
www.twifordlaw.com

Please Respond To:
Moyock

July 27, 2015

Michael McLain
Michael Renshaw
Sheriff Perry
Via Email

Re: *Proposed Firing Range – McLain Lease*

Dear Gentlemen:

I reviewed Sheriff Perry's email of July 22, 2015, together with the agenda item summary sheet and proposed lease for a firing range. I have the following comments:

- Consideration – North Carolina law strictly prohibits any elected official from dealing with the government he serves in private transactions for valuable consideration. Indeed, it is a crime, and in certain cases, can be a felony. My review of the proposed lease, which as Sheriff Perry says "mirrored" that of what Matt Wood provided, is legally compliant in that Commissioner McLain is receiving only a token $1.00 amount. Further, Commissioner McLain shall continue to be responsible for ad valorem property tax. Only personal property brought onto and stored on the property by the Sheriff would be subject to taxation. This seems highly unlikely to me. However, I caution both parties to carefully reflect upon this transaction. Is Commissioner McLain, in any way, receiving any valuable consideration? It certainly does not appear so. To the contrary, this appears more like a donation to the county. Nevertheless, given the severity of a legal violation here, everyone should carefully reflect upon this. To this end I suggest language be stricken from Article 2 that Lessor would have the right to terminate the lease if the rent payment goes unpaid for 15 days. That is the language of a commercial transaction rather than a gift. Even though the rent only $1.00, I think it best not to in anyway imply this is a lease in which monetary rent is of prime importance.

- Transparency – As we all know, the Sheriff is a Constitutional officer and is not subject to regulation by the board of county commissioners except as to his budget. Nevertheless, conflicts can arise between the Sheriff's Dept. and the Board of Commissioners. Accordingly, this lease should be made to the public in open session. I do not see this rising to the level of a conflict of interest or even close to it; however, my perception may not be shared by others. If there is free and open disclosure that should go a long way towards removing any such concerns.

I have no opinion on the text amendment or the suitability of the subject property for a firing range. Otherwise, I have no legal issues.

If you have any questions, please contact me. I suggest all of this correspondence, including my position, be circulated to the full board prior to the next meeting.

Warmest Personal Regards,

John S. Morrison

John S. Morrison
Dictated but not reviewed
to expedite delivery

NORTH CAROLINA

CAMDEN COUNTY

LEASE AGREEMENT

THIS LEASE AGREEMENT, made and entered into this ___ day of _____, 2016, by and between **Michael McLain**, hereinafter called **Lessor**, and the **COUNTY OF CAMDEN**, whose address is 117 North Highway 343, Camden, NC 27921, hereinafter called **LESSEE**;

WITNESSETH

Article 1. **Lease Premises:** Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the property owned by Lessor in Camden County, North Carolina more particularly known as the Camden County Sheriff's Office Firearms Range, located at 480 Trotman Road in the Camden County Township of Shiloh, North Carolina, 27974.

Article 2. **Term:** The term of the lease shall begin the 1st day of _____ 2016 and unless terminated as provided herein, shall expire on the 31st of December of each year. Lessor shall have the right to terminate the lease after any rent payment specified hereinafter goes unpaid by the Lessee for fifteen (15) days. In addition to said rent payment, the lessor shall have the right to terminate the lease if Tony Perry, Sheriff of Camden County, should leave said office.

Article 3. **Rent:** During the 12 month lease term, Lessee shall pay as rent the sum of one dollar ($1.00) per year, which said annual rental payment shall be due and payable on or before the 1st day of specified in term.

Article 4. **Utility Payments:** Lessee shall be responsible for all monthly payments for electricity, water telephone, or other utility services used by lessee in connection with the Lessee's use of the leased premises.

Article 5. **Ad Valorem Taxes:** Lessor shall be responsible for the payment of any and all Camden County Ad Valorem property taxes associated with the leased premises. Lessee shall be responsible for any Camden County property taxes associated with any county owned property that is kept on or about the leased premises.

Article 6. **Compliance with Requirements and All Applicable Law:** Lessee shall comply with any and all local, state, or federal laws while in possession of the leased premises.

Article 7. **Insurance:** Lessee will maintain with insurers authorized to do business in North Carolina extended coverage insurance policies applicable to any and all property owned by the lessee in or on the leased premises. Lessee shall also maintain comprehensive general liability insurance coverage against claims for bodily injury, death and or property damage arising out of the use or occupancy of the leased premises by Lessee.

Lessee shall indemnify and hold harmless the Lessor, and the Lessor's successors in interest, for any and all claims arising out of the leased premises.

Article 8. **Assignment and Subletting:** Lessee may not assign this lease or sublet the leased premises to any other person or entity. Any law enforcement agency will be allowed to use said range in agreement with Lessor and Lessee. The law enforcement agency will be responsible for maintaining cleanliness, and damages, and providing proper supervision and/or a qualified firing range instructor of said range while they are using it. The County of Camden shall not be held accountable for the use of the leased property by the law enforcement agency or any unauthorized user of the range.

Article 9. **Surrender of Leased Premises:** Upon the expiration or earlier termination of this lease agreement, Lessee shall return the leased premises to the Lessor in good order and condition, except for ordinary wear and tear, and except for the results of any casualty damage caused through no fault of the Lessee. Lessee shall remove from the leased premises on or prior to such expiration or earlier termination all of the Lessee's property situated thereon and shall repair any damage caused by such removal.

Article 10. **Miscellaneous Provisions:**

Binding Effect. This lease shall be binding upon and insure the benefit of and be enforceable by the respective heirs, executors, administrators, and successors in interest of the parties hereto.

Quiet Enjoyment. Upon due performance of the covenants and agreements to be performed by Lessee under this lease. Lessor covenants that Lessee shall and may at all times peaceably and quietly have, hold land enjoy the leased premises during the terms of this lease.

Captions. The section headings in this lease are for convenience of reference only and shall not limit or otherwise affect the meaning hereof.

Duplicate Originals. This lease agreement shall be executed in duplicate originals, one of which shall be retained by each of the parties hereto, and each duplicate original shall constitute an original and shall be fully enforceable.

Governing Law. This lease agreement shall be governed by and construed in accordance with the laws of the State of North Carolina.

Modification. No modification in this lease agreement shall be binding on the parties unless the same shall be executed with the same formality of the original lease agreement.

Lessor's Right of Inspection. Lessor, or such designated representative of the Lessor as Lessor, shall have the right to inspect the leased premises at reasonable times, and upon giving reasonable notice thereof to the Lessee.

Any violation of these provisions shall constitute a major breach of the lease on the Lessee's part and shall be adequate grounds for immediate summary ejectment from the lease premises.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals, this the ____ day of _____, 2016.

MICHAEL MCLAIN

Witness:_____ **By:**_____
Michael McLain

COUNTY OF CAMDEN

Witness:_____ **By:**_____
_____, Vice Chairman
Camden County Board of County Commissioners

NORTH CAROLINA
ASSOCIATION OF COUNTY COMMISSIONERS

LIABILITY AND PROPERTY COVERAGE CERTIFICATE

COVERAGE PROVIDER:
NCACC Liability and Property Pool
215 North Dawson Street
Raleigh, NC 27603

MEMBER:
Camden County
PO Box 190
Camden, NC 27921

This certificate is provided by the NCACC Liability and Property Pool and is issued as a matter of information only. This certificate confers no rights upon the certificate holder other than those provided in the coverage document. This certificate does not amend, extend, or alter the coverage afforded by the coverage documents listed herein.

COVERAGES

	Type of Coverage	Coverage Contract #	Effective Date	Expiration Date	Limits	
Liability						
X	General Liability – Each Occurrence, No Aggregate applies	LP-CA-015-15	July 1, 2015	July 1, 2016	$2,000,000 occurrence	
X	Public Officials Liability, Each Wrongful Act	LP-CA-015-15	July 1, 2015	July 1, 2016		
X	Law Enforcement Liability, Each Occurrence	LP-CA-015-15	July 1, 2015	July 1, 2016		
Cyber Liability		LP-CA-015-15	July 1, 2015	July 1, 2016	$1,000,000 aggregage Claims Made	
Excess Liability						
Automobile Liability						
X	All Owned Autos, Each Accident	LP-CA-015-15	July 1, 2015	July 1, 2016	$2,000,000 occurrence	
X	Hired Autos, Each Accident	LP-CA-015-15	July 1, 2015	July 1, 2016		
X	Excess Auto Liability for Non-Owned Autos	LP-CA-015-15	July 1, 2015	July 1, 2016		
Automobile Physical Damage						
X	Scheduled Vehicles	LP-CA-015-15	July 1, 2015	July 1, 2016	Actual Cash Value at the time of the Loss, unless otherwise specified in the Coverage Document; Deductible Applies	
X	Hired Autos (if coverage is not purchased elsewhere)	LP-CA-015-15	July 1, 2015	July 1, 2016		
Property – Risks of Direct Physical Loss, Blanket Limit		LP-CA-015-15	July 1, 2015	July 1, 2016	**Limit** $22,294,551	**Deductible** $1,000

Additional Information:

CERTIFICATE HOLDER:
P. Michael McClain
124 Pine St.
Camden, NC 27921

Cancellation: Should any of the described coverage documents herein be cancelled before the expiration date shown, the NCACC Pools will endeavor to mail written notice to the Certificate Holder named herein, but failure to mail such notice shall impose no obligation or liability of any kind upon the NCACC Pools, its agents or representatives, or the issuer of this certificate.

By: Jo-Ann West, Underwriter for the NCACC — 10/13/2015

Certificate Mailed/E-Mailed or Faxed to:

P. Michael McClain
124 Pine St.
Camden, NC 27921

Camden County Sheriff's Office
PO Box 57
Camden, NC 27921

Policy #: **3.30**

Policy Title: **Shooting Range Facility**

Date: **October 2015**

PURPOSE:

To establish policy and provide guidelines for Sheriff's Office firearms training sessions and for the safe operation and use of the Sheriff's Office Shooting Range.

POLICY:

Firearms training are an important phase in the development of public safety officers. Consequently, it is the policy of this Sheriff's Office that all persons participating in firearms training sessions and using the Shooting Range will do so using safe practices and adhering to procedures set forth in this policy.

DEFINITIONS:

Shooting Range: A Camden County Government approved and permitted facility for the use the qualifications of sworn law enforcement officers on property leased by the County for the exclusive use of the Camden County Sheriff's Office.

PROCEDURES:

I. Safety on the Shooting Range

A. A North Carolina Criminal Justice Education and Training Standards Commission Certified Firearms Instructor shall be present on the Shooting Range during all training sessions.
B. Safety on the firing range will be the first priority of all personnel. Shooting Range Safety Rules, as provided for in APPENDIX A of this policy, will be followed at all times.
C. All personnel will have the duty and responsibility to announce a cease fire for any unsafe condition whether during organized training sessions or individual firing.
D. Hours of operation:
   1. Monday through Thursday
   2. 8:00 AM through 8:00 PM

II. Authorization for Use of the Shooting Range

A. Sworn Public Safety Personnel

1. Sworn Public Safety personnel may use the Shooting Range in the following situations:

   a. During scheduled training sessions;
   b. On-duty as directed by his/her supervisor; or
   c. Off-duty when the range is not being used.

2. Use of the Shooting Range by sworn Public Safety personnel must be coordinated with the Sheriff's Office Training Officer to ensure there are no conflicts with scheduled training sessions.
3. All sworn Public Safety personnel using the range, except for scheduled Sheriff's Office training sessions, must obtain the key from the Sheriff's Office and sign the Shooting Range Sign-In Log.

B. Non-Sheriff's Office Personnel

1. All non-Sheriff's Office personnel must obtain approval, in writing, from the Sheriff's Office Training Officer, his/her designee in order to utilize the Shooting Range.
2. All written approvals for non-Sheriff's Office personnel will be forwarded to the Sheriff's Office Training Officer for scheduling.
4. All non-Sheriff's Office personnel using the range must obtain the key from the Sheriff's Office and sign the Shooting Range Sign-In Log.

III. Responsibility for the Shooting Range

A. The Sheriff's Office Training Officer shall be responsible for maintaining the Shooting Range facility and related records.
B. The Training Officer, any supervisor or firearms instructor will have the authority to stop any use of the Shooting Range for any unsafe condition whether during an organized training session or individual firing.
C. The Training Officer will have the authority to re-call any person or organization to clean the Shooting Range if it is not cleaned properly.

IV. Records

A. A Shooting Range Sign-In Log will be maintained in the Sheriff's Office for all persons using the range including scheduled Sheriff's Office training sessions.
B. The log will state the date, persons/agencies using the range, time in and time out, and a responsible party.

V. Clean-Up

A. All brass, targets and other items used in training will be cleaned and stored as necessary by the person/agency at the conclusion of the training session.
B. The grounds of the Shooting Range will be cleaned after each training session, garbage can(s) emptied in the dumpster and returned to the range.
C. The range should be left in a neat and clean condition and ready for the next training session

NOTE: This policy is for internal use only, and does not enlarge a deputy's civil or criminal liability in any way. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third party claims. Violations of this directive, if proven, can only form the basis of a complaint by this agency, and then only in a non-judicial administrative setting.

Date: October 24, 2015 Sheriff: Tony E. Perry

Appendix A
Shooting Range Safety Rules

1. Ear and Eye protection will be worn at all times while firing is in progress.

2. Do not practice dry firing at any time, except in the presence of a qualified firearms instructor.

3. No loading or unloading of revolvers unless on the firing line and instructed by a qualified firearms instructor. Semi-autos are governed by the "hot range" concept (no weapon is to be removed from the holster except on the firing line).

4. No unnecessary talking while on the firing line except to a qualified firearms instructor.

5. While on the firing line, weapons shall be pointed down range or carried in the holster.

6. No cross-draw or shoulder holsters will be allowed on the firing line.

7. In the case of a misfire, keep the firearm pointed down range for at least ten (10) seconds before opening the cylinder/action.

8. When handling any firearm, first check to determine if it is loaded or empty.

9. Never lay a firearm down without unloading it and having the action open.

10. At no time will anyone go beyond the firing line until it is safe and then only when the firearms instructors give the command.

11. Discipline must be maintained. Horseplay, carelessness and irresponsible behavior will not be tolerated in the range area.

12. The firearms instructors are in charge at all times when officers are on the firing range for training.

13. No smoking, drinking, eating, or chewing tobacco will be permitted in the area of the firing lanes.

14. Each person leaving the firing range shooting area must wash their hands

before leaving the range facility.

15. Keep the trigger finger out of the trigger guard and away from the trigger until the weapon is pointed down range.

16. The use of tracer ammunition and armor piercing rounds is prohibited at the Shooting Range. No ammunition greater than .45 calibers will be permitted on the Shooting Range. Loads more powerful than standard factory loads are prohibited.

19. Anyone utilizing the Shooting Range must have a second person in the range with them in case of emergency.

39-15 2/27/14 No delinquent taxes — MK — 2/27/14
$249,600.00 / $2496.00

PREPARED BY: Linda H. McCown, McCown & McCown, P.A., PO Box 729, Manteo, NC 27954
RETURN TO: H. T. Mullen, Jr., Attorney at Law, 101 East Elizabeth Street, Elizabeth City, NC 27909

Delinquent taxes, if any, are to be paid by the closing attorney to the County Tax Collector upon disbursement of proceeds.

LAND TRANSFER TAX NO:
LAND TRANSFER TAX:

Excise Tax: $500.00

NORTH CAROLINA, COUNTY OF CAMDEN **PARCEL # 03-8964-00-39-4075**

Brief Description for Index: **194.21 Acre Parcel, Shiloh Township**

NORTH CAROLINA GENERAL WARRANTY DEED

THIS DEED made this the 14th day of February, 2014, by and between **M & L Partnership, a North Carolina General Partnership**, Grantor, of c/o PO Box 729, Manteo, NC 27954, and **P. Michael McLain,** Grantee, of PO Box 2427, Elizabeth City, NC 27906;

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

W I T N E S S E T H :

That the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situated in Shiloh Township, Camden County, North Carolina and more particularly described as follows:

That certain 194.21 Acre Parcel of woodland as shown and delineated on that certain plat prepared by Edward T. Hyman, Jr., Registered Surveyor, entitled "Trotman Road, L.L.C., Shiloh Township, Camden County, North Carolina" dated January 27, 2000 and recorded in the office of the Register of Deeds of Camden County in Plat Cabinet 3, Slide 59B.

The Property herein above described was acquired by Grantor by instrument recorded in Book 295 at Page 593.

All or a portion of the property herein conveyed does not include the primary residence of a Grantor.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple. And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that the Grantor will warrant and defend the title against the lawful claims of all persons whomsoever except for the exceptions hereinafter stated.

Title to the property herein above described is subject to the following exceptions:

Easements, restrictions and general utility agreements of record.

IN WITNESS WHEREOF, the Grantor has hereunto set her hand and seal, or if corporate, has caused this instrument to be signed in its corporate name by its duly authorized officers by authority of its Board of Directors, the day and year first above written.

M & L PARTNERSHIP

By: _____ (SEAL)
Linda H. McCown, General Partner

STATE OF NORTH CAROLINA
COUNTY OF DARE

I Penny C Beasley, a Notary Public of Tyrrell County, North Carolina, hereby certify that **Linda H. McCown, General Partner of M & L Partnership, a North Carolina General Partnership,** personally appeared before me this day and acknowledged the execution of the foregoing instrument.

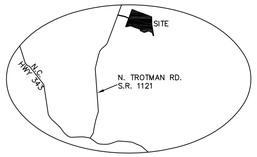
Witness my hand and official seal or stamp, this 14th day of February, 2014.

Penny C Beasley
Notary Public

(SEAL-STAMP)

My commission expires: 12-10-14

PENNY C. BEASLEY
NOTARY PUBLIC
Tyrrell County
North Carolina
My Commission Expires Dec. 10, 2014

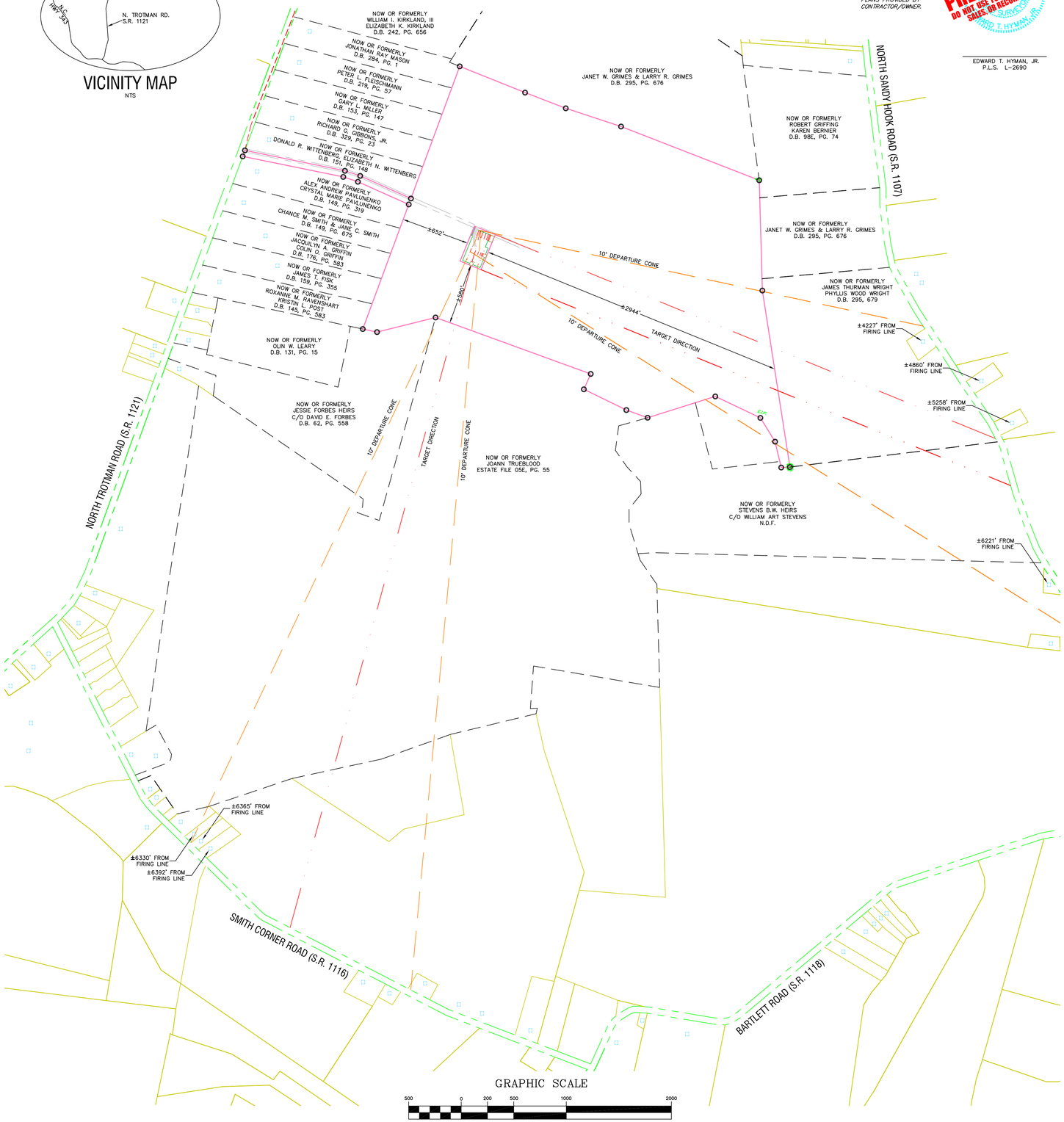


VICINITY MAP
NTS

THIS IS A SITE PLAN ONLY (NOT A SURVEY) BASED ON RECORDED INFORMATION AND DESIGN PLANS PROVIDED BY CONTRACTOR/OWNER.

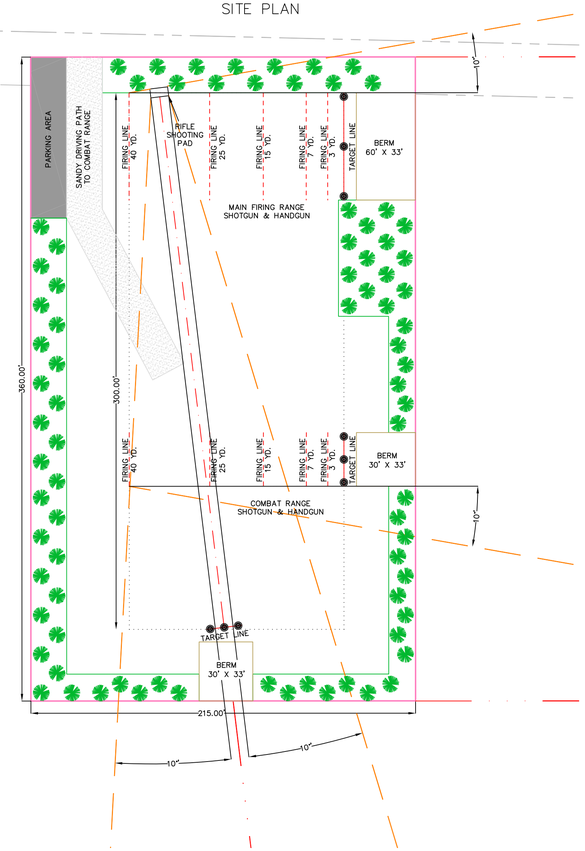
PRELIMINARY
DO NOT USE FOR CONSTRUCTION, SALES, OR RECORDATION.

EDWARD T. HYMAN, JR.
P.L.S. L-2690



GRAPHIC SCALE
500 0 200 500 1000 2000
(IN FEET)
1 inch = 500 ft.

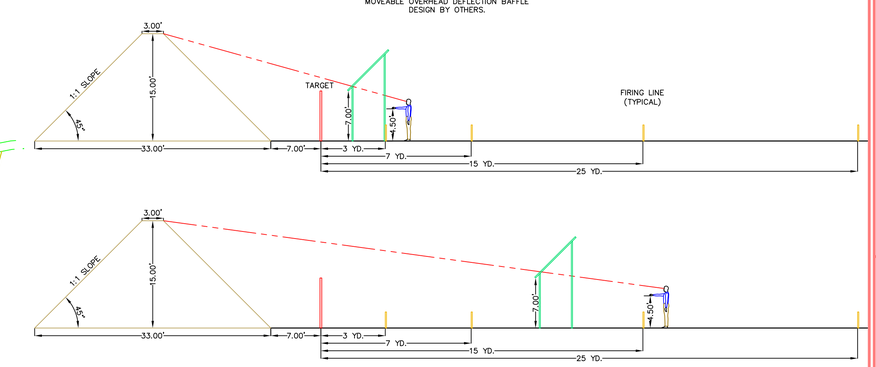
SITE PLAN



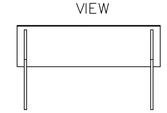
GRAPHIC SCALE
40 0 20 40 80 160
(IN FEET)
1 inch = 40 ft.

BAFFLE & BERM CROSS SECTION
(1 inch = 10 ft.)

MOVEABLE OVERHEAD DEFLECTION BAFFLE DESIGN BY OTHERS.



FRONT VIEW



LEGEND

EIP	EXISTING IRON PIPE
EIR	EXISTING IRON REBAR
	CORNER MARKER
	CALCULATED POINT
	EXISTING HOMES
	TREES AND/OR SHRUBS
	PROPERTY LINE
	PROPERTY EXTENSION
	RIGHT OF WAY LINE
	TARGET DIRECTION
	SURROUNDING PARCELS
	EXISTING DITCH

E.T. HYMAN SURVEYING, PC
133 US Hwy 158 West, Suite E
Camden, NC 27921 License C-4161
(252) 338-2919 • (252) 338-5532 Fax

SITE PLAN FOR
CAMDEN COUNTY SHERIFF'S DEPARTMENT
SHILOH TOWNSHIP
CAMDEN COUNTY, NORTH CAROLINA
PROPOSED FIRING RANGE
OCTOBER 27, 2015

REVISIONS:

PROJECT #: 15-164
DRAWING #: 15-164
DRAWN: ETH
CHECKED: ETH
APPROVED: ETH
DATE: 10/22/2015
SHEET #: 1
SCALE: 1" = 500'

1

Camden County
South Camden Water & Sewer District

AGENDA ITEM SUMMARY SHEET

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Item Number **4.A**

Meeting Date: **12/7/15**
Attachments: **2**
Submitted By: **Clerk to the Board**

ITEM TITLE: **Draft Minutes**

SUMMARY:

October 5th, 2015 Draft Minutes
November 2nd, 2015 Draft minutes

RECOMMENDATION: APPROVAL.

Camden County
South Camden Water & Sewer District

AGENDA ITEM SUMMARY SHEET

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Item Number **4.B**

Meeting Date: **12/7/15**
Attachments: **1 (1 Page)**
Submitted By: **David Credle, Public Works Manager**

ITEM TITLE: **Monthly Work Order Report**

SUMMARY: Monthly work order report for the month of November. Ten work orders have been reviewed for accuracy and correct documentation.

RECOMMENDATION: APPROVAL.

South Camden Water & Sewer Board

Monthly Work Order Statistics Report

Period: Nov 2015

	Submitted Work Orders	***Completed Work Orders***	***Percentage Completed***	***Status of Uncompleted Work Orders***
Water Collection/Distribution	***80***	***80***	***100%***	***0***
Sewer	***11***	***11***	***100%***	***0***

Locates:

Water Line: 49

Sewer Line: 9

Water & Sewer, same ticket: 3

Public Works Director Notes/Comments:

(Outstanding maintenance issues, staffing issues, etc.)

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Item Number: **8.A-F**

INFORMATION

Meeting Date: **December 7th, 2015**
Attachments: **6**
Submitted By: **Various Department Heads**

ITEM TITLE: **INFORMATION**

SUMMARY:

A. North Carolina's October Employment Figures Released
B. TDA Audit
C. NC Department of Commerce
D. Register of Deeds - Monthly Report
E. Library - Monthly Report
F. EMS Reports

RECOMMENDATION:

Commerce

PAT McCRORY
Governor

JOHN E. SKVARLA, III
Secretary

For Immediate Release: November 20, 2015
For More Information, Contact: Kim Genardo/919.733.3438

North Carolina's October Employment Figures Released

RALEIGH — The state's seasonally adjusted October unemployment rate was 5.7 percent, decreasing 0.1 of a percentage point from September's revised rate. The national rate declined 0.1 of a percentage point to 5.0 percent.

North Carolina's October 2015 unemployment rate was unchanged from a year ago. The number of people employed increased 10,871 over the month to 4,488,328 and increased 124,146 over the year. The number of people unemployed decreased 2,042 over the month to 273,645, and increased 11,591 over the year.

Seasonally adjusted Total Nonfarm industry employment, as gathered through the monthly establishment survey, decreased 3,100 to 4,265,500 in October. The major industry with the largest over-the-month increase was Government at 6,400, followed by Construction, 2,200; Other Services, 800; Professional & Business Services, 800; Trade, Transportation & Utilities, 200; and Mining & Logging, 100. Major industries experiencing decreases were Leisure & Hospitality Services, 7,200; Education & Health Services, 4,100; Financial Activities, 1,700; Manufacturing, 500; and Information, 100.

Seasonally Adjusted Unemployment Rates since October 2014

	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	Mar 2015	Apr 2015	May 2015	Jun 2015	Jul 2015	Aug 2015	Sep 2015	Oct 2015
N.C.	5.7	5.5	5.4	5.3	5.3	5.4	5.5	5.7	5.8	5.9	5.9	5.8	5.7
U.S.	5.7	5.8	5.6	5.7	5.5	5.5	5.4	5.5	5.3	5.3	5.1	5.1	5.0

Please note: 2014 numbers have been annually revised

Since October 2014, Total Nonfarm jobs gained 91,000 with the Total Private sector growing by 88,900 and Government increasing by 2,100. The largest over-the-year increase among major industries was Professional & Business Services at 21,000, followed by Education & Health Services, 12,900; Construction, 10,600; Trade, Transportation & Utilities, 10,200; Financial Activities, 9,800; Manufacturing, 8,800; Leisure & Hospitality Services, 8,500; Other Services, 5,300; Government, 2,100; and Information, 1,900. The only major industry experiencing a decrease over the year was Mining & Logging, 100.

The next unemployment update is scheduled for Monday, December 7, 2015 when the county unemployment rates for October 2015 will be released.

This information may be accessed on the Commerce website at http://www.nccommerce.com/lead

North Carolina Department of Commerce
Labor and Economic Analysis Division
NORTH CAROLINA and U.S. LABOR FORCE DATA

North Carolina data is embargoed until 10:00 A.M. Friday, November 20, 2015

	October 2015	September 2015	October 2014	Month Ago Numeric Change	Month Ago Percent Change	Year Ago Numeric Change	Year Ago Percent Change
North Carolina (Local Area Unemployment Statistics)							
Smoothed Seasonally Adjusted							
Labor Force	4,761,973	4,753,144	4,626,236	8,829	0.2	135,737	2.9
Employed	4,488,328	4,477,457	4,364,182	10,871	0.2	124,146	2.8
Unemployed	273,645	275,687	262,054	-2,042	-0.7	11,591	4.4
Unemployment Rate	5.7	5.8	5.7	-0.1	xxx	0.0	xxx
Not Seasonally Adjusted							
Labor Force	4,787,360	4,755,526	4,672,756	31,834	0.7	114,604	2.5
Employed	4,523,005	4,499,424	4,418,541	23,581	0.5	104,464	2.4
Unemployed	264,355	256,102	254,215	8,253	3.2	10,140	4.0
Unemployment Rate	5.5	5.4	5.4	0.1	xxx	0.1	xxx
United States (Current Population Survey)							
Seasonally Adjusted							
Labor Force	157,028,000	156,715,000	156,243,000	313,000	0.2	xxx	xxx
Employed	149,120,000	148,800,000	147,260,000	320,000	0.2	xxx	xxx
Unemployed	7,908,000	7,915,000	8,983,000	-7,000	-0.1	xxx	xxx
Unemployment Rate	5.0	5.1	5.7	-0.1	xxx	xxx	xxx
Not Seasonally Adjusted							
Labor Force	157,313,000	156,607,000	156,616,000	706,000	0.5	xxx	xxx
Employed	149,716,000	148,980,000	147,936,000	736,000	0.5	xxx	xxx
Unemployed	7,597,000	7,628,000	8,680,000	-31,000	-0.4	xxx	xxx
Unemployment Rate	4.8	4.9	5.5	-0.1	xxx	xxx	xxx

*Effective January 2015, updated US population estimates are used in the national labor force estimates,
The annual population adjustments affect the comparability of national labor force estimates over time.

2015 estimates for the current month are preliminary. Estimates for the previous month have undergone monthly revision.
2014 estimates have undergone annual revision.

North Carolina Department of Commerce
Labor and Economic Analysis Division
NORTH CAROLINA EMPLOYMENT DATA

North Carolina data is embargoed until 10:00 A.M., Friday, November 20, 2015

	October 2015	September 2015	October 2014	Month Ago Numeric Change	Month Ago Percent Change	Year Ago Numeric Change	Year Ago Percent Change
North Carolina (Current Employment Statistics)							
Seasonally Adjusted							
Total Nonfarm	4,265,500	4,268,600	4,174,500	-3,100	-0.1	91,000	2.2
Total Private	3,548,400	3,557,900	3,459,500	-9,500	-0.3	88,900	2.6
Mining & Logging	5,500	5,400	5,600	100	1.9	-100	-1.8
Construction	192,000	189,800	181,400	2,200	1.2	10,600	5.8
Manufacturing	462,600	463,100	453,800	-500	-0.1	8,800	1.9
Trade, Transportation & Utilities	795,400	795,200	785,200	200	<0.1	10,200	1.3
Information	74,800	74,900	72,900	-100	-0.1	1,900	2.6
Financial Activities	221,400	223,100	211,600	-1,700	-0.8	9,800	4.6
Professional & Business Services	600,000	599,200	579,000	800	0.1	21,000	3.6
Education & Health Services	584,100	588,200	571,200	-4,100	-0.7	12,900	2.3
Leisure & Hospitality Services	455,400	462,600	446,900	-7,200	-1.6	8,500	1.9
Other Services	157,200	156,400	151,900	800	0.5	5,300	3.5
Government	717,100	710,700	715,000	6,400	0.9	2,100	0.3
North Carolina (Current Employment Statistics)							
Not Seasonally Adjusted							
Total Nonfarm	4,303,500	4,278,100	4,211,900	25,400	0.6	91,600	2.2
Total Private	3,570,300	3,564,100	3,481,000	6,200	0.2	89,300	2.6
Mining & Logging	5,500	5,500	5,600	0	0.0	-100	-1.8
Construction	194,900	193,000	184,300	1,900	1.0	10,600	5.8
Manufacturing	464,100	464,600	455,100	-500	-0.1	9,000	2.0
Trade, Transportation & Utilities	793,500	790,000	783,400	3,500	0.4	10,100	1.3
Information	75,100	74,800	73,200	300	0.4	1,900	2.6
Financial Activities	221,700	223,700	212,000	-2,000	-0.9	9,700	4.6
Professional & Business Services	606,900	602,100	586,000	4,800	0.8	20,900	3.6
Education & Health Services	591,800	586,300	578,400	5,500	0.9	13,400	2.3
Leisure & Hospitality Services	459,500	468,300	451,100	-8,800	-1.9	8,400	1.9
Other Services	157,300	155,800	151,900	1,500	1.0	5,400	3.6
Government	733,200	714,000	730,900	19,200	2.7	2,300	0.3
Mfg. Production Workers (PW) Not Seasonally Adjusted							
Mfg. PW Average Hourly Earnings	$17.09	$17.04	$16.65				
Mfg. PW Hours Worked	42.4	41.8	43.3				

All 2015 Labor Force and CES data for the current month are preliminary.
All 2014 Labor Force and CES estimates have been benchmarked.
Estimates may not add to totals due to rounding.

Technical Notes

This release presents labor force and unemployment estimates from the Local Area Unemployment Statistics (LAUS) program. Also presented are nonfarm payroll employment estimates the Current Employment Statistics (CES) program. The LAUS and CES programs are both federal-state cooperative endeavors.

Labor force and unemployment--from the LAUS program

Definitions. The labor force and unemployment estimates are based on the same concepts and definitions as those used for the official national estimates obtained from the Current Population Survey (CPS), a sample survey of households that is conducted for the Bureau of Labor Statistics (BLS) by the U.S. Census Bureau. The LAUS program measures employment and unemployment on a place-of-residence basis. The universe for each is the civilian noninstitutional population 16 years of age and over. Employed persons are those who did any work at all for pay or profit in the reference week (the week including the 12th of the month) or worked 15 hours or more without pay in a family business or farm, plus those not working who had a job from which they were temporarily absent, whether or not paid, for such reasons as bad weather, labor-management dispute, illness, or vacation. Unemployed persons are those who were not employed during the reference week (based on the definition above), had actively looked for a job sometime in the 4-week period ending with the reference week, and were currently available for work; persons on lay-off expecting recall need not be looking for work to be counted as unemployed. The labor force is the sum of employed and unemployed persons. The unemployment rate is the number of unemployed as a percent of the labor force.

Method of estimation. Statewide estimates are produced using an estimation algorithm administered by the BLS. This method, which underwent substantial enhancement at the beginning of 2005, utilizes data from several sources, including the CPS, the CES, and state unemployment insurance (UI) programs. Each month, census division estimates are controlled to national totals, and state estimates are then controlled to their respective division totals. Substate estimates are controlled to their respective state totals. For more information about LAUS estimation procedures, see the BLS website at www.bls.gov/lau/laumthd.htm

Revisions. Labor force and unemployment data for the previous month reflect adjustments made in each subsequent month, while data for prior years reflect adjustments made at the end of each year. The monthly revisions incorporate updated model inputs, while the annually revised estimates reflect updated population data from the U.S. Census Bureau, any revisions in the other data sources, and model reestimation. In most years, historical data for the most recent five years (both seasonally adjusted and not seasonally adjusted) are revised near the beginning of each calendar year, prior to the release of January estimates.

Seasonal adjustment. The LAUS program introduced smoothed seasonally adjusted (SSA) estimates in January 2010. These are seasonally-adjusted data that have incorporated a long-run trend smoothing procedure, resulting in estimates that are less volatile than those previously produced. The estimates are smoothed using a filtering procedure, based on moving averages, to remove the irregular fluctuations from the seasonally-adjusted series, leaving the trend. The same process is used on both historical and current year estimates. For more information about the smoothing technique, see the BLS website at www.bls.gov/lau/lassaqa.htm.

Area definitions. The substate area data published in this release reflect the standards and definitions established by the U.S. Office of Management and Budget on February 28, 2013. A detailed list of the geographic definitions is available online at www.bls.gov/lau/lausmsa.htm.

Employment--from the CES program

Definitions. Employment data refer to persons on establishment payrolls who receive pay for any part of the pay period that includes the 12th of the month. Persons are counted at their place of work rather than at their place of residence; those appearing on more than one payroll are counted on each payroll. Industries are classified on the basis of their principal activity in accordance with the 2012 version of the North American Industry Classification System.

Method of estimation. CES State and Area employment data are produced using several estimation procedures. Where possible these data are produced using a "weighted link relative" estimation technique in which a ratio of current-month weighted employment to that of the previous-month weighted employment is computed from a sample of establishments reporting for both months. The estimates of employment for the current month are then obtained by multiplying these ratios by the previous month's employment estimates. The weighted link relative technique is utilized for data series where the sample size meets certain statistical criteria.

For some employment series, relatively small sample sizes limit the reliability of the weighted link-relative estimates. In these cases, BLS uses the CES small domain model (SDM) to generate employment estimates. The SDM combines the direct sample estimates (described above) and forecasts of historical (benchmarked) data to decrease the volatility of the estimates. For more detailed information about the CES small domain model, refer to the BLS Handbook of Methods.

Annual revisions. Employment estimates are adjusted annually to a complete count of jobs, called benchmarks, derived principally from tax reports that are submitted by employers who are covered under state unemployment insurance (UI) laws. The benchmark information is used to adjust the monthly estimates between the new benchmark and the preceding one and also to establish the level of employment for the new benchmark month. Thus, the benchmarking process establishes the level of employment, and the sample is used to measure the month-to-month changes in the level for the subsequent months.

Seasonal adjustment. Payroll employment data are seasonally adjusted at the statewide supersector level. In some states, the seasonally adjusted payroll employment total is computed by aggregating the independently adjusted supersector series. In other states, the seasonally adjusted payroll employment total is independently adjusted. Revisions of historical data for the most recent 5 years are made once a year, coincident with annual benchmark adjustments.

Reliability of the estimates

The estimates presented in this release are based on sample surveys, administrative data, and modeling and, thus, are subject to sampling and other types of errors. Sampling error is a measure of sampling variability--that is, variation that occurs by chance because a sample rather than the entire population is surveyed. Survey data also are subject to nonsampling errors, such as those which can be introduced into the data collection and processing operations. Estimates not directly derived from sample surveys are subject to additional errors resulting from the specific estimation processes used.

Model-based error measures for seasonally adjusted and not seasonally adjusted data and for over-the-month and over-the-year changes to LAUS estimates are available online at www.bls.gov/lau/lastderr.htm. Measures of sampling error for state CES data at the total nonfarm and supersector levels are available online at www.bls.gov/sae/790stderr.htm.

Release Dates

The next unemployment update is scheduled for Monday, December 7, 2015 when the county unemployment rates for October 2015 will be released.

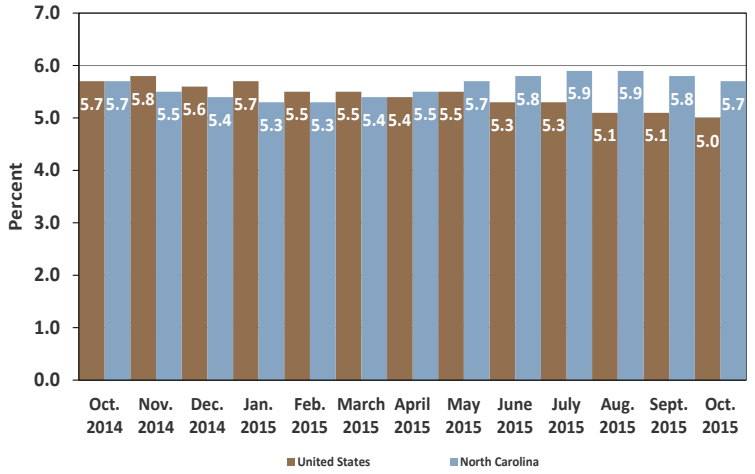
The complete 2015 data release schedule can be accessed at:

http://www.nccommerce.com/Portals/47/Documents/2015_NC_Release_Dates.pdf

North Carolina
Labor Market Conditions

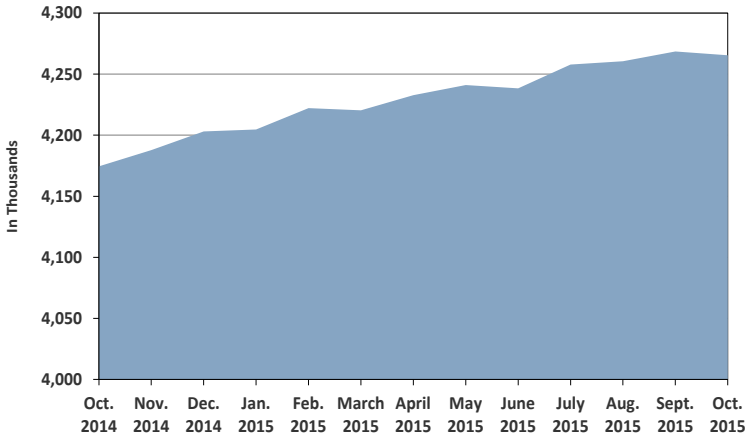
October
2015*

United States/North Carolina Unemployment Rates
October 2014–October 2015
(Smoothed Seasonally Adjusted**)



**US data are not smoothed.

North Carolina Total Nonfarm Employment
October 2014–October 2015
(Seasonally Adjusted)



The North Carolina smoothed seasonally adjusted unemployment rate was 5.7 percent in October, decreasing 0.1 of percentage point from the previous month, and remaining unchanged from October 2014. Over the month, the number of persons unemployed fell by 2,042 (0.7%). The civilian labor force increased by 8,829 (0.2%) to 4,761,973.

Nationally, October's unemployment rate was 5.0 percent. The number of persons unemployed was 7,908,000, while the civilian labor force was 157,028,000.

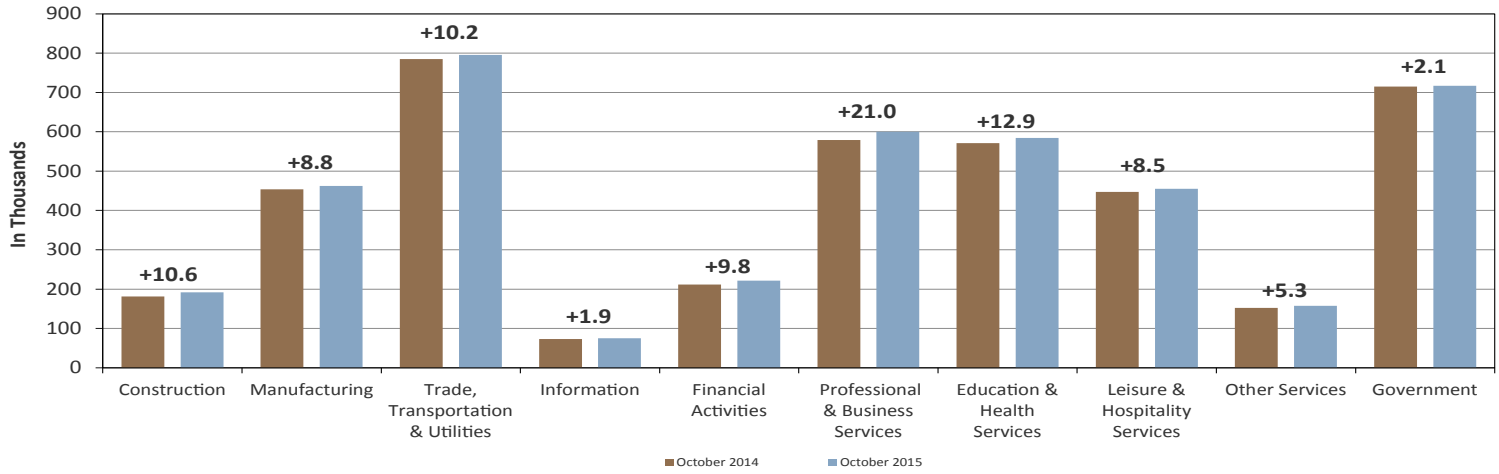
Seasonally adjusted Total Nonfarm industry employment (4,265,500) decreased 3,100 (0.1%) since September 2015, and increased 91,000 (2.2%) since October 2014.[1] Private sector employment declined over the month by 9,500 (0.3%), while growing 88,900 (2.6%) over the year.

Of the major industries for which payroll data are seasonally adjusted, Government had the largest over-the-month gain in jobs (6,400; 0.9%), followed by Construction (2,200; 1.2%), Other Services (800; 0.5%), Professional & Business Services (800; 0.1%), Trade, Transportation & Utilities (200; <0.1%), and Mining & Logging (100; 1.9%). Leisure & Hospitality Services (7,200; 1.6%) reported the largest over-the-month decrease, followed by Education & Health Services (4,100; 0.7%), Financial Activities (1,700; 0.8%), Manufacturing (500; 0.1%), and Information (100; 0.1%).

Since October 2014, Professional & Business Services added the largest number of jobs (21,000; 3.6%), followed by Education & Health Services (12,900; 2.3%), Construction (10,600; 5.8%), Trade, Transportation & Utilities (10,200; 1.3%), Financial Activities (9,800; 4.6%), Manufacturing (8,800; 1.9%), Leisure & Hospitality Services (8,500; 1.9%), Other Services (5,300; 3.5%), Government (2,100; 0.3%) and Information (1,900; 2.6%). Mining & Loggin reported the only over-the-year loss of 100 (1.8%).

[1]It is important to note that industry employment estimates are subject to large seasonal patterns. Seasonal adjustment factors are applied to the data. However, these factors may not be fully capturing the seasonal trend. Therefore, when interpreting the changes in industry employment, it is advisable to focus on over-the-year changes in both the seasonally adjusted and not seasonally adjusted series.

Changes in Employment by NAICS Industries
October 2014 Compared to October 2015
(Seasonally Adjusted)



*N.C. current month data are preliminary, while all other 2015 data are revised, and 2014 data have undergone annual revision. U.S. data have undergone annual revision.

The October 2015 not seasonally adjusted Total Nonfarm employment level of 4,303,500 was 25,400 (0.6%) more than the September 2015 revised employment level of 4,278,100. Among the major industries in North Carolina, Government had the largest over-the-month increase in employment at 19,200 (2.7%), followed by Education & Health Services (5,500; 0.9%), Professional & Business Services (4,800; 0.8%), Trade, Transportation & Utilities (3,500; 0.4%), Construction (1,900; 1.0%), Other Services (1,500; 1.0%), and Information (300; 0.4%). Leisure & Hospitality Services (8,800; 1.9%) had the largest over-the-month decrease, followed by Financial Activities (2,000; 0.9%), and Manufacturing (500; 0.1%). Mining & Logging remained unchanged.

Over the year, the Service Providing sector (all industries except Mining & Logging, Construction, and Manufacturing) showed an increase of 72,100 (2.0%) jobs. Professional & Business Services experienced the largest employment increase at 20,900 (3.6%), followed by Education & Health Services (13,400; 2.3%), Trade, Transportation & Utilities (10,100; 1.3%), Financial Activities (9,700; 4.6%), Leisure & Hospitality Services (8,400; 1.9%), Other Services (5,400; 3.6%), Government (2,300; 0.3%) and Information (1,900; 2.6%).

The Goods Producing sector grew by 19,500 (3.0%) jobs over the year. Construction had the largest employment increase with 10,600 (5.8%), followed by Manufacturing (9,000; 2.0%). Mining & Logging reported a decrease of 100 (1.8%).

Food had the largest manufacturing employment with 51,900 in October 2015. Fabricated Metal Product, Furniture & Related Product, and Plastics & Rubber Products tied for the largest net over-the-year increase at 2,400. Other manufacturing industries with gains were: Wood Product, 1,000; Machinery, 900; Transportation Equipment, 800; Beverage & Tobacco Product, 300; and Chemical, 200.

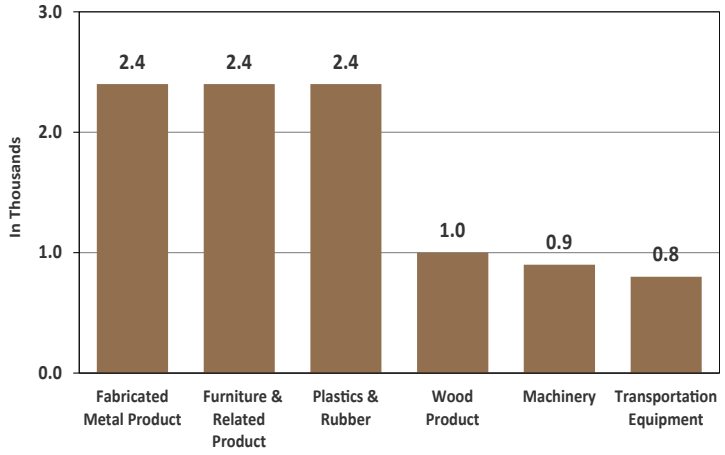
Average Weekly Hours for manufacturing production workers in October increased 36 minutes from September's revised rate of 41.8. Average Hourly Earnings grew by $0.05 to $17.09, as Average Weekly Earnings rose $12.35 to $724.62.

Regular Initial Claims for Unemployment Insurance (UI) totaled 16,720 in October, increasing 786 from September. Less than 1 percent of Initial Claims for October 2015 were "attached" to a payroll, meaning that employees expect to be recalled to their jobs.

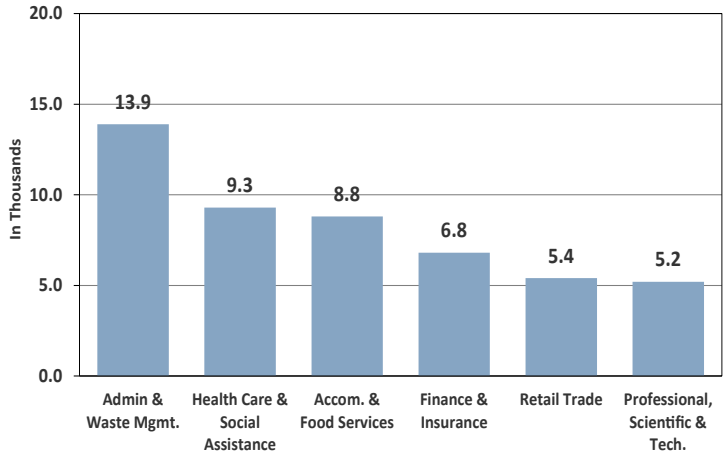
A total of $17,467,203 in regular UI benefits was paid in October to 22,545 claimants statewide — a decrease of 1,408 claimants since September 2015.

For the 12-month period ending October 2015, $291,994,016 was paid under the Regular UI Program. The UI Trust Fund balance at the end of October was $785,427,774. The State Reserve Fund balance was $225,576,162.

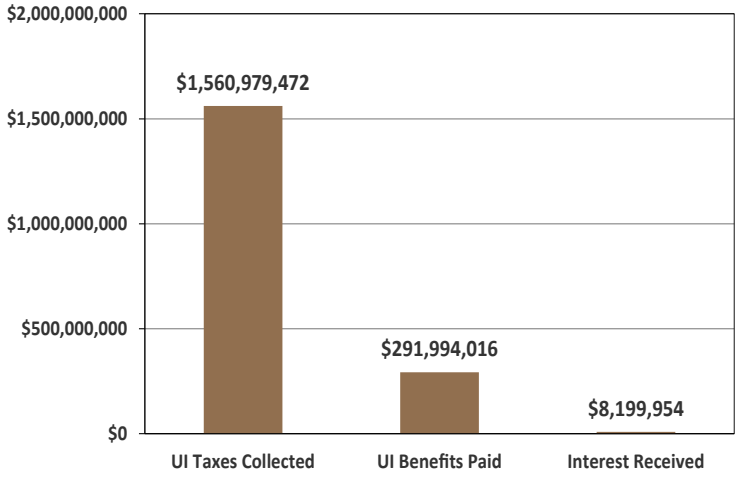
Selected Manufacturing Industries With Job Gains October 2014–October 2015
(Not Seasonally Adjusted)



Selected Service Industries With Job Gains October 2014–October 2015
(Not Seasonally Adjusted)



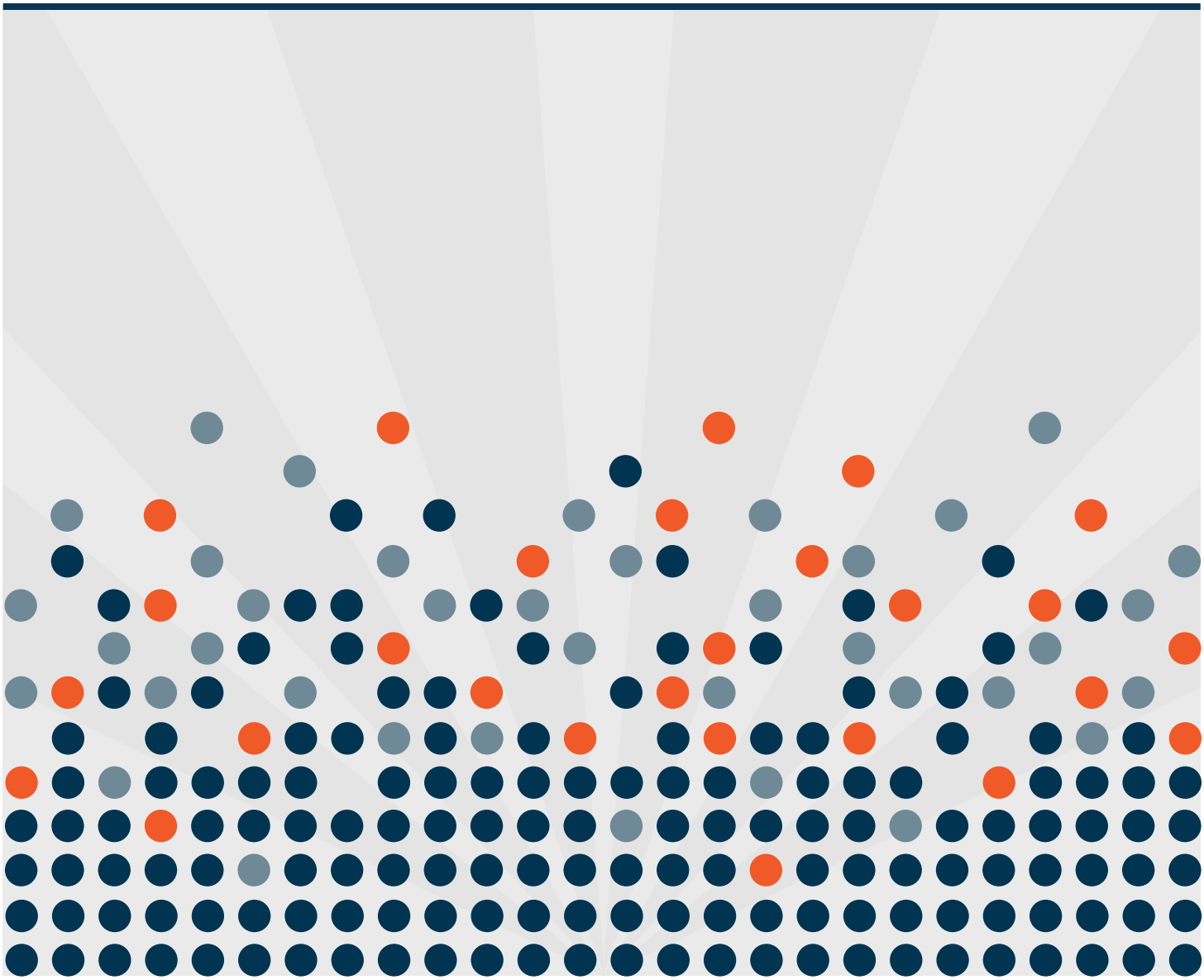
UI Taxes Collected and NC Regular UI Benefits Paid October 2014–October 2015



This will be the last edition of the NC Today in its current format. Be on the lookout for a more streamlined version in the near future. If you have any questions or concerns, please call us at (919) 707-1500 or lead@nccommerce.com.

NC TODAY

November 2015



Employment at a Glance

Civilian Labor Force

- North Carolina's October 2015 **smoothed seasonally adjusted unemployment rate,** at **5.7 percent**, decreased 0.1 of a percentage point from September 2014. The rate was **5.7 percent** in **October 2014**.
- At 5.7 percent, North Carolina's October **unemployment rate** is 0.7 of a percentage point higher than the **U.S. 5.0 percent rate**.
- Over the month, the number of **people unemployed fell 0.7 of a percentage point to 273,645**.
- During October, **North Carolina's smoothed seasonally adjusted labor force participation rate grew 0.1 of a percentage point to 61.0 percen**t, and the **U.S. rate remained unchanged at 62.4 percent**.

Nonfarm Employment

- **Seasonally adjusted Total Nonfarm employment** for October 2015 **declined by 3,100 jobs over the month, and increased 91,000 over the year** to **4,265,500**.
- Over the month, six sectors experienced seasonally adjusted job growth: **Government, 6,400; Construction, 2,200; Other Services, 800; Professional & Business Services, 800; Trade, Transportation & Utilities, 200;** and **Mining & Logging, 100**. Losses were reported by **Leisure & Hospitality Services, 7,200; Education & Health Services, 4,100; Financial Activities, 1,700; Manufacturing, 500;** and **Information, 100**.
- The major sectors to report over-the-year seasonally adjusted job increases were: **Professional & Business Services, 21,000; Education & Health Services, 12,900; Construction, 10,600; Trade, Transportation & Utilities, 10,200; Financial Activities, 9,800; Manufacturing, 8,800; Leisure & Hospitality Services, 8,500; Other Services, 5,300; Government, 2,100;** and **Information, 1,900**. **Mining & Logging** reported the **only over-the-year decrease of 100**.
- Not seasonally adjusted, the following major sectors reported over-the-year job growth: **Professional & Business Services, 20,900; Education & Health Services, 13,400; Construction, 10,600; Trade, Transportation & Utilities, 10,100; Financial Activities, 9,700; Manufacturing, 9,000; Leisure & Hospitality Services, 8,400; Other Services, 5,400; Government, 2,300;** and **Information, 1,900**. **Mining & Logging** reported the **only over-the-year decrease of 100**.
- The following sectors in Manufacturing showed not seasonally adjusted over-the-year job increases: **Fabricated Metal Product, 2,400; Furniture & Related Product, 2,400; Plastics & Rubber Products, 2,400; Wood Product, 1,000; Machinery, 900; Transportation Equipment, 800; Beverage & Tobacco Product, 300;** and **Chemical, 200**. Losses were reported in the remaining sectors: **Food, 1,200; Apparel, 500; Computer & Electronic Product, 500; Electrical Equipment, Appliance & Component, 500; Textile Mills, 300;** and **Textile Product Mills, 300**. **Printing & Related Support Activities reported no change**.
- **Food** remains North Carolina's **leading sector** in manufacturing employment at **51,900**; **Chemical** follows with **42,900**.

Other Information

- **Preliminary Average Hourly Earnings** in North Carolina for manufacturing production workers **increased 5 cent** to **$17.09** in October; **Average Weekly Hours grew by 36 minutes to 42.4 from 41.8**. **Average Weekly Earnings rose $12.35** to **$724.62**.
- North Carolina paid **$18.0 million in Unemployment Insurance benefits (all programs)** to claimants in October. These payments include state and federally funded benefits.
- The number of **Initial Claims filed in North Carolina for Unemployment Insurance benefits increased in October to 16,720**. Approximately **$17.5 million was paid in regular UI benefits to 22,545 unemployed persons** across the state. **The average weekly benefit amount was $243.17** (maximum weekly benefit is $350).

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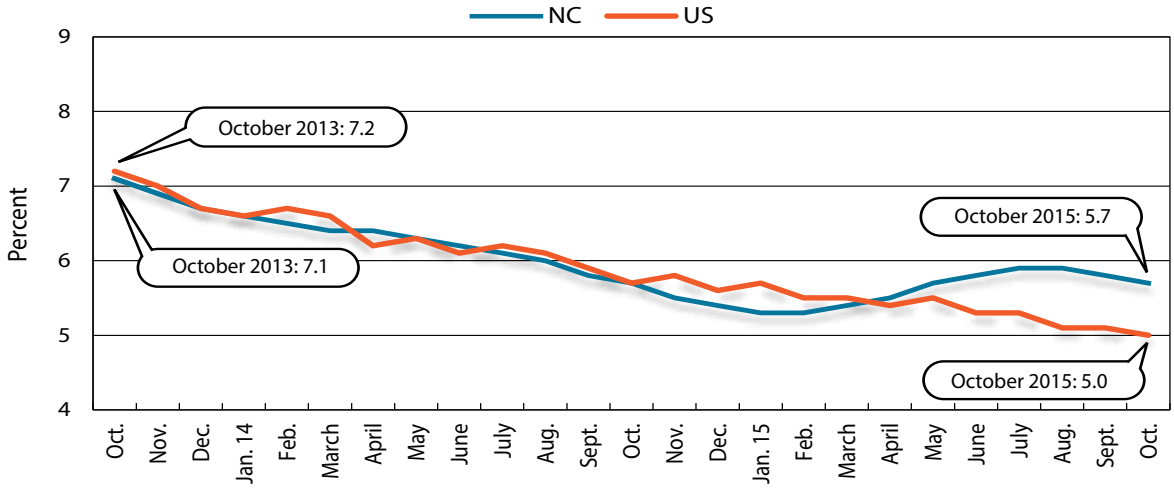
United States/North Carolina Labor Force Data
October 2015

(Civilian Labor Force Estimates)	October[P] 2015	September[R] 2015	October[AR] 2014	Month Ago Numeric Change	Month Ago Percent Change	Year Ago Numeric Change	Year Ago Percent Change
North Carolina							
Smoothed Seasonally Adjusted							
Labor Force	4,761,973	4,753,144	4,626,236	8,829	0.2	135,737	2.9
Employed	4,488,328	4,477,457	4,364,182	10,871	0.2	124,146	2.8
Unemployed	273,645	275,687	262,054	-2,042	-0.7	11,591	4.4
Unemployment Rate	5.7	5.8	5.7	-0.1	xxx	0.0	xxx
Not Seasonally Adjusted							
Labor Force	4,787,360	4,755,526	4,672,756	31,834	0.7	114,604	2.5
Employed	4,523,005	4,499,424	4,418,541	23,581	0.5	104,464	2.4
Unemployed	264,355	256,102	254,215	8,253	3.2	10,140	4.0
Unemployment Rate	5.5	5.4	5.4	0.1	xxx	0.1	xxx

(Civilian Labor Force Estimates)	October 2015	September 2015	October 2014	Month Ago Numeric Change	Month Ago Percent Change	Year Ago Numeric Change	Year Ago Percent Change
United States*							
Seasonally Adjusted							
Labor Force	157,028,000	156,715,000	156,243,000	313,000	0.2	xxx	xxx
Employed	149,120,000	148,800,000	147,260,000	320,000	0.2	xxx	xxx
Unemployed	7,908,000	7,915,000	8,983,000	-7,000	-0.1	xxx	xxx
Unemployment Rate	5.0	5.1	5.7	-0.1	xxx	xxx	xxx
Not Seasonally Adjusted							
Labor Force	157,313,000	156,607,000	156,616,000	706,000	0.5	xxx	xxx
Employed	149,716,000	148,980,000	147,936,000	736,000	0.5	xxx	xxx
Unemployed	7,597,000	7,628,000	8,680,000	-31,000	-0.4	xxx	xxx
Unemployment Rate	4.8	4.9	5.5	-0.1	xxx	xxx	xxx

Source: N.C. data: LAUS, Labor & Economic Analysis Division, North Carolina Department of Commerce; U.S. data: Current Population Survey, BLS
[P] Preliminary; [R] Revised; [AR] Annual Revision Note: May not sum due to rounding. More information can be found at: http://esesc23.esc.state.nc.us/d4/LausSelection.aspx
*Effective January 2015, updated U.S. population estimates are used in the national labor force estimates. The annual population adjustments affect the comparability of national labor estimates over time.

United States/North Carolina Unemployment Rates
October 2013–October 2015
(Smoothed Seasonally Adjusted)



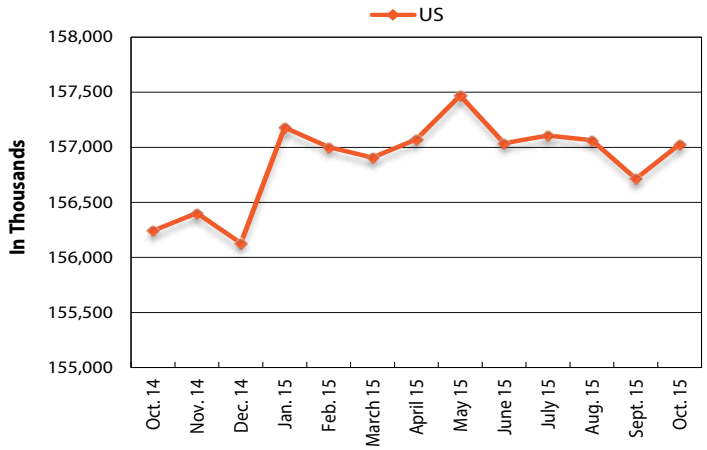
Source: N.C. data: LAUS, Labor & Economic Analysis Division, North Carolina Department of Commerce, U.S. data: Current Population Survey, BLS
Note: N.C. October 2015 data are preliminary, other 2015 data are revised, while all other years' data reflect annual revision and new seasonal adjustments.
More information can be found at: http://esesc23.esc.state.nc.us/d4/LausSelection.aspx

The smoothed seasonally adjusted North Carolina civilian labor force increased 8,829 (0.2%) to 4,761,973 from September 2015 to October 2015. The number of persons employed increased 10,871 (0.2%) to 4,488,328, while the number of persons unemployed decreased 2,042 (0.7%) to 273,645. The unemployment rate decreased 0.1 of a percentage point to 5.7%. The labor force participation rate increased 0.1 of a percentage point to 61.0%.

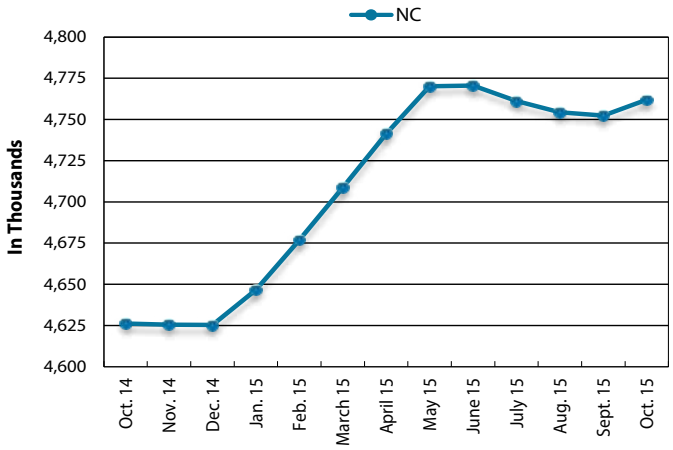
Over the year, North Carolina's smoothed seasonally adjusted labor force increased 135,737 (2.9%), while the number of persons employed increased 124,146 (2.8%). The number of persons unemployed increased 11,591 (4.4%). The unemployment rate remained unchanged over the year.

The United States' seasonally adjusted civilian labor force increased 0.2 percent over the month to 157,028,000. The number of persons employed increased 0.2 percent to 149,120,000, while those unemployed decreased 0.1 percent to 7,908,000. The nation's unemployment rate declined 0.1 of a percentage point to 5.0 percent. The labor force participation rate remained unchanged at 62.4 percent.

United States Labor Force
October 2014–October 2015
(Seasonally Adjusted)



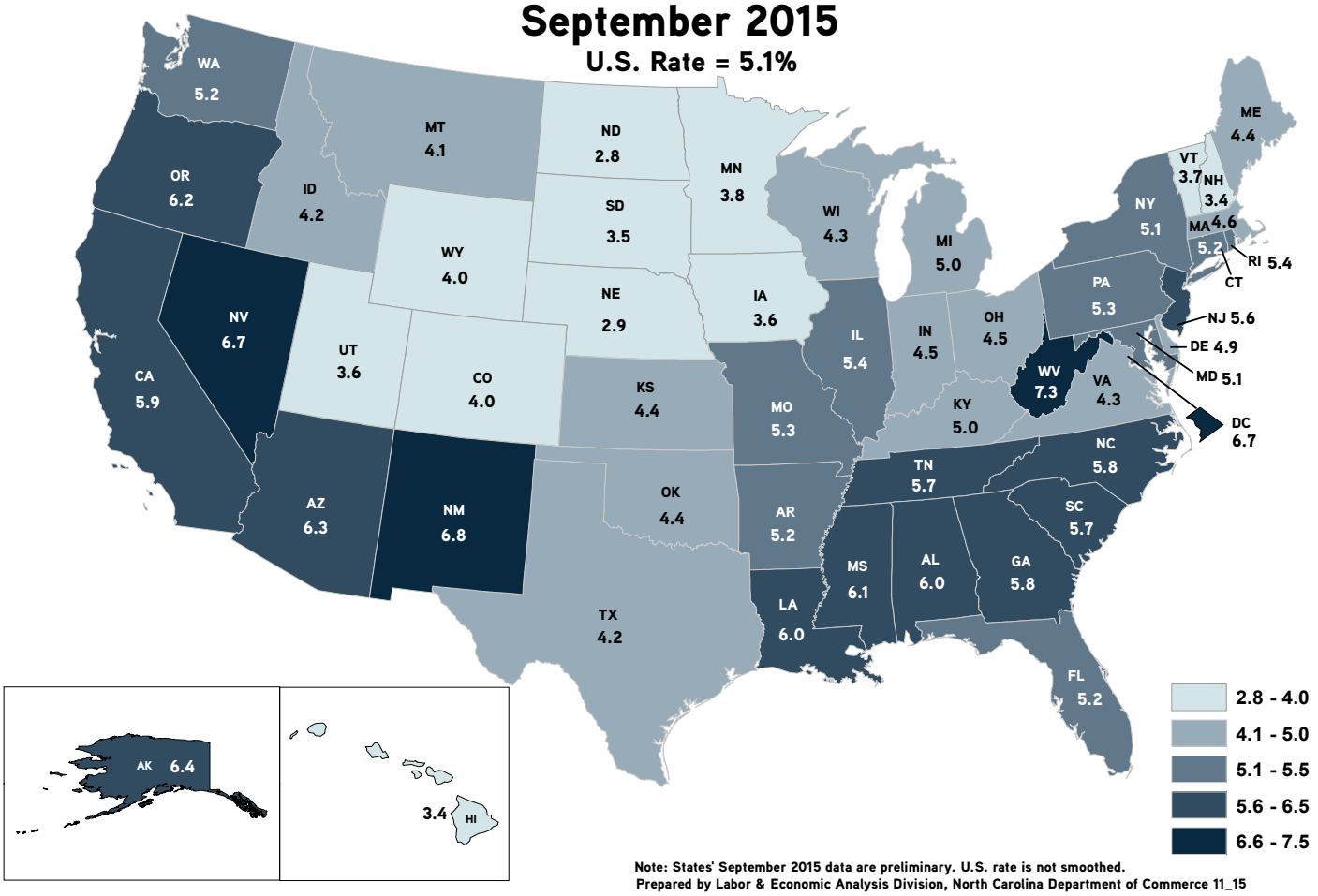
North Carolina Labor Force
October 2014–October 2015
(Smoothed Seasonally Adjusted)



Source: N.C. data: LAUS, Labor & Economic Analysis Division, North Carolina Department of Commerce, U.S. data: Current Population Survey, BLS
Note: N.C. October 2015 data are preliminary, other 2015 data are revised, while all other years' data reflect annual revision and new seasonal adjustments.
More information can be found at: http://esesc23.esc.state.nc.us/d4/LausSelection.aspx

Unemployment Rates by State
Smoothed Seasonally Adjusted
September 2015

U.S. Rate = 5.1%



Note: States' September 2015 data are preliminary. U.S. rate is not smoothed.
Prepared by Labor & Economic Analysis Division, North Carolina Department of Commerce 11_15

More information can be found at: http://www.bls.gov/lau/

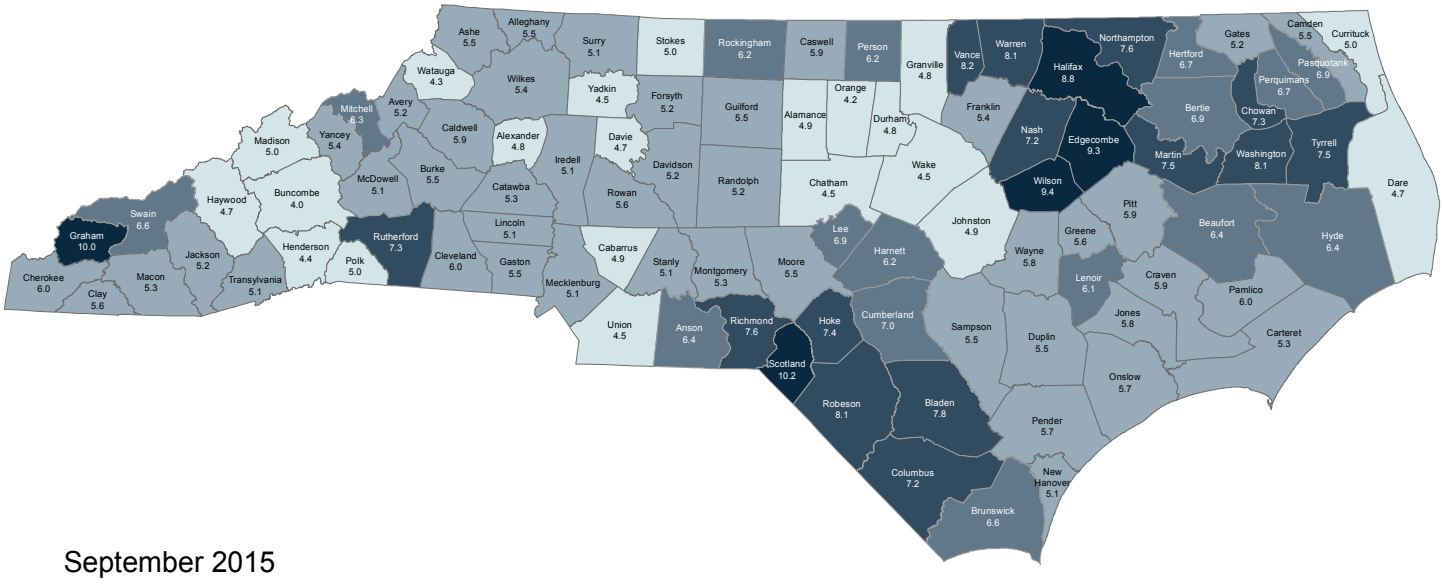
North Dakota had the lowest jobless rate in September, 2.8 percent, followed by Nebraska, 2.9 percent. West Virginia had the highest rate, 7.3 percent. In total, 19 states had unemployment rates significantly lower than the U.S. figure of 5.1 percent, 12 states and the District of Columbia had measurably higher rates, and 19 states had rates that were not appreciably different from that of the nation.

In September, 11 states had statistically significant over-the-month unemployment rate declines, the largest of which occurred in Missouri, Rhode Island, and South Carolina (-0.3 of a percentage point each). The remaining 39 states and the District of Columbia had jobless rates that were not measurably different from those of a month earlier, though some had changes that were at least as large numerically as the significant changes.

Twenty-six states and the District of Columbia had statistically significant unemployment rate declines from September 2014, the largest of which occurred in Rhode Island (-1.8 percentage points) and Michigan (-1.7 percentage points). The only significant over-the-year rate increase was in West Virginia (+1.0 percentage point). The remaining 23 states had rates that were not appreciably different from those of a year earlier.

Among North Carolina's neighboring states, unemployment rates declined in South Carolina (0.3 of a percentage point) and Virginia (0.2 of a percentage point) and remained unchanged in Georgia and Tennessee.

North Carolina Unemployment Rates by County September 2015



September 2015

- 4.0 - 5.0
- 5.1 - 6.0
- 6.1 - 7.0
- 7.1 - 8.5
- 8.6 - 10.5

∧ 0 Counties Higher Than Previous Month

∨ 100 Counties Lower Than Previous Month

= 0 Counties Same as Previous Month

North Carolina Rate 5.4%
Not Seasonally Adjusted

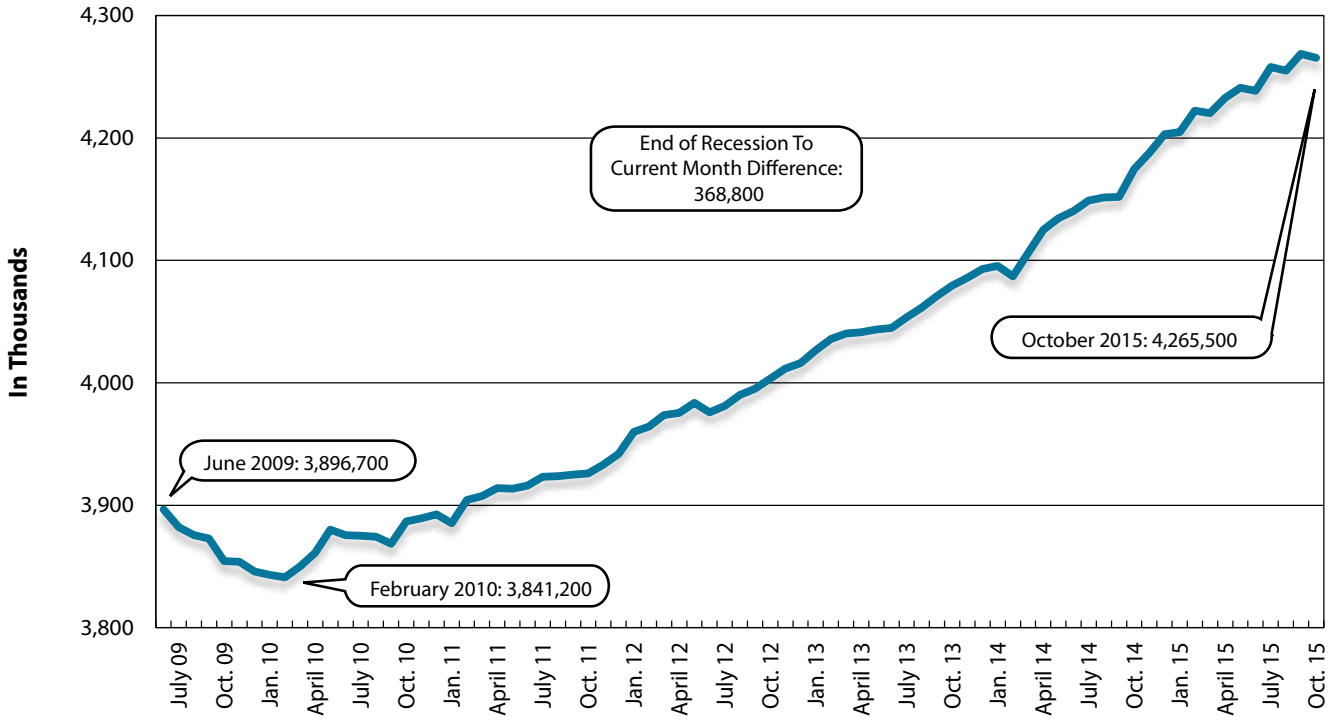
Note: September 2015 data are preliminary.
Prepared by Labor & Economic Analysis, North Carolina Department of Commerce 10_2015

More information can be found at: http://esesc23.esc.state.nc.us/d4/LausSelection.aspx

Between August 2015 and September 2015, not seasonally adjusted unemployment rates decreased in all 100 of North Carolina's counties. Scotland and Martin Counties saw the largest over-the-month decreases, each declining 1.2 percentage points. Two counties across the state had unemployment rates at 10.0 percent or above, 77 between 5.0 percent and 10.0 percent, and 21 at 5.0 percent or below. Forty-two counties were at or below the statewide not seasonally adjusted rate of 5.4 percent. Scotland County had the highest unemployment rate at 10.2 percent while Buncombe County had the lowest at 4.0 percent.

Over the year, not seasonally adjusted unemployment rates fell in 77 counties, increased in 14, and remained unchanged in nine. Graham County experienced the largest over-the-year decrease, declining 3.6 percentage points. The September 2014 county rates ranged from 13.6 percent in Graham County to 4.2 percent in Buncombe and Orange Counties.

North Carolina
Total Nonfarm Employment
June 2009–October 2015
(Seasonally Adjusted)



Source: CES, Labor & Economic Analysis Division, North Carolina Department of Commerce. More information can be found at: http://esesc23.esc.state.nc.us/d4/CesSelection.aspx
Note: October 2015 data are preliminary, other 2015 data are revised, while all other years' data are benchmarked. Recession represents the dates December 2007–June 2009.

The last recession began in December 2007 and ended June 2009. Based on this designation, the national recession officially lasted 18 months.

While the recession officially began in December 2007, North Carolina's seasonally adjusted Total Nonfarm employment peaked in February 2008 at 4,174,400. The state reached its lowest level of Total Nonfarm employment in February 2010 when employment reached 3,841,200.

Between the peak in employment in February 2008 and the low of February 2010, North Carolina lost 333,200 jobs — a decrease of 8.0 percent. All major industrial sectors experienced job declines with the exception of Education & Health Services and Government, which experienced modest gains of 6,700 jobs and 4,200 jobs, respectively. The largest job losses were experienced in Manufacturing (98,600), Trade, Transportation & Utilities (73,800), Construction (72,000), and Professional & Business Services (36,500).

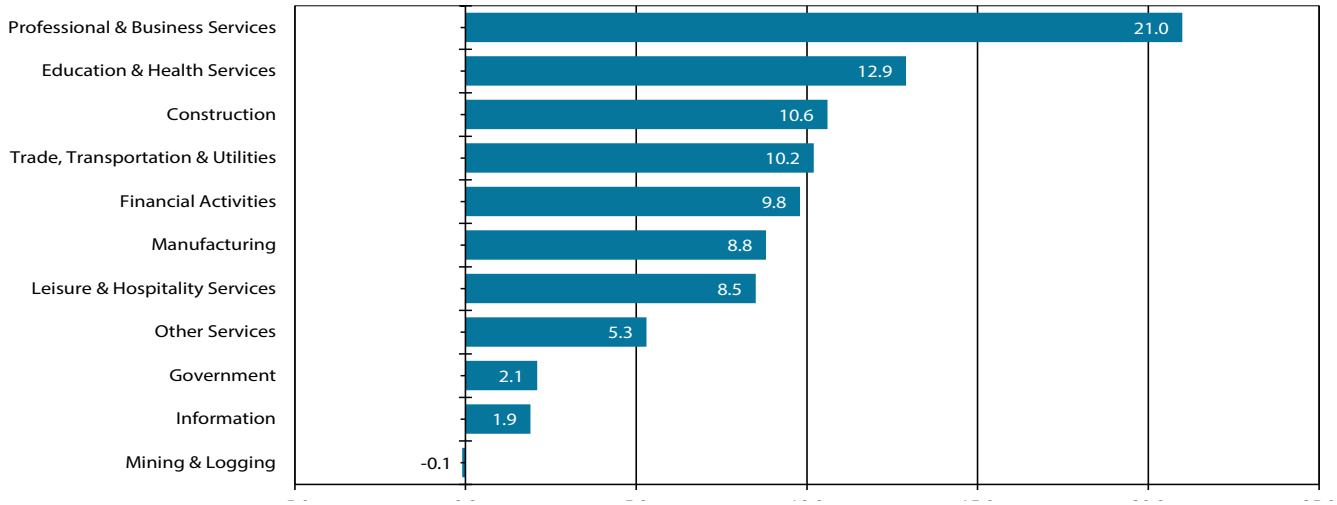
Based on October's preliminary employment estimates, North Carolina's economy has gained 424,300 jobs since the low in February 2010, and employment in the Private sector has risen by 424,500. The largest job growth has been in Professional & Business Services, which added 127,900 jobs, followed by Trade, Transportation & Utilities (86,100 added), and Leisure & Hospitality Services (67,800 added). The largest job loss occurred in Government with 200 jobs lost.

North Carolina Industry Employment
October 2015
(Seasonally Adjusted, In Thousands)

NAICS Industry	Total Employment			Net & Percent Change			
	October[P] 2015	September[R] 2015	October[B] 2014	From September 2015		From October 2014	
				Net	Percent	Net	Percent
Total Nonfarm	**4,265.5**	**4,268.6**	**4,174.5**	**-3.1**	**-0.1%**	**91.0**	**2.2%**
Total Private	**3,548.4**	**3,557.9**	**3,459.5**	**-9.5**	**-0.3%**	**88.9**	**2.6%**
Goods Producing	**660.1**	**658.3**	**640.8**	**1.8**	**0.3%**	**19.3**	**3.0%**
Service Providing	**3,605.4**	**3,610.3**	**3,533.7**	**-4.9**	**-0.1%**	**71.7**	**2.0%**
Private Service Providing	**2,888.3**	**2,899.6**	**2,818.7**	**-11.3**	**-0.4%**	**69.6**	**2.5%**
Mining & Logging	**5.5**	**5.4**	**5.6**	**0.1**	**1.9%**	**-0.1**	**-1.8%**
Construction	**192.0**	**189.8**	**181.4**	**2.2**	**1.2%**	**10.6**	**5.8%**
Manufacturing	**462.6**	**463.1**	**453.8**	**-0.5**	**-0.1%**	**8.8**	**1.9%**
Durable Goods	253.5	255.3	243.5	-1.8	-0.7%	10.0	4.1%
Nondurable Goods	209.1	207.8	210.3	1.3	0.6%	-1.2	-0.6%
Trade, Transportation & Utilities	**795.4**	**795.2**	**785.2**	**0.2**	**0.0%**	**10.2**	**1.3%**
Wholesale Trade	182.6	182.0	179.2	0.6	0.3%	3.4	1.9%
Retail Trade	481.9	482.3	476.4	-0.4	-0.1%	5.5	1.2%
Transportation, Warehousing & Utilities	130.9	130.9	129.6	0.0	0.0%	1.3	1.0%
Information	**74.8**	**74.9**	**72.9**	**-0.1**	**-0.1%**	**1.9**	**2.6%**
Financial Activities	**221.4**	**223.1**	**211.6**	**-1.7**	**-0.8%**	**9.8**	**4.6%**
Finance & Insurance	164.8	165.1	157.9	-0.3	-0.2%	6.9	4.4%
Real Estate, Rental & Leasing	56.6	58.0	53.7	-1.4	-2.4%	2.9	5.4%
Professional & Business Services	**600.0**	**599.2**	**579.0**	**0.8**	**0.1%**	**21.0**	**3.6%**
Professional, Scientific & Technical Svcs	216.2	217.7	211.0	-1.5	-0.7%	5.2	2.5%
Management of Companies & Enterprises	83.3	83.2	81.5	0.1	0.1%	1.8	2.2%
Admin. & Support & Waste Mgmt.	300.5	298.3	286.5	2.2	0.7%	14.0	4.9%
Education & Health Services	**584.1**	**588.2**	**571.2**	**-4.1**	**-0.7%**	**12.9**	**2.3%**
Educational Services	80.7	80.5	76.9	0.2	0.2%	3.8	4.9%
Health Care & Social Assistance	503.4	507.7	494.3	-4.3	-0.8%	9.1	1.8%
Leisure & Hospitality Services	**455.4**	**462.6**	**446.9**	**-7.2**	**-1.6%**	**8.5**	**1.9%**
Arts, Entertainment & Recreation	62.1	64.9	62.5	-2.8	-4.3%	-0.4	-0.6%
Accommodation & Food Services	393.3	397.7	384.4	-4.4	-1.1%	8.9	2.3%
Other Services	**157.2**	**156.4**	**151.9**	**0.8**	**0.5%**	**5.3**	**3.5%**
Government	**717.1**	**710.7**	**715.0**	**6.4**	**0.9%**	**2.1**	**0.3%**
Federal	70.0	70.2	68.9	-0.2	-0.3%	1.1	1.6%
State	204.6	205.0	204.6	-0.4	-0.2%	0.0	0.0%
Local	442.5	435.5	441.5	7.0	1.6%	1.0	0.2%

Source: CES, Labor & Economic Analysis Division, North Carolina Department of Commerce.
[P] Preliminary; [R] Revised; [B] Benchmarked; more information can be found at: http://esesc23.esc.state.nc.us/d4/CesSelection.aspx

North Carolina Industry Employment Net Change
October 2014–October 2015
(Seasonally Adjusted)



Source: CES, Labor & Economic Analysis Division, North Carolina Department of Commerce. More information can be found at: http://esesc23.esc.state.nc.us/d4/CesSelection.aspx

In October 2015, North Carolina's seasonally adjusted Total Nonfarm employment decreased by 3,100 jobs over the month, but gained 91,000 jobs over the year. The United States added 271,000 Total Nonfarm jobs over the month and 2,814,000 over the year.

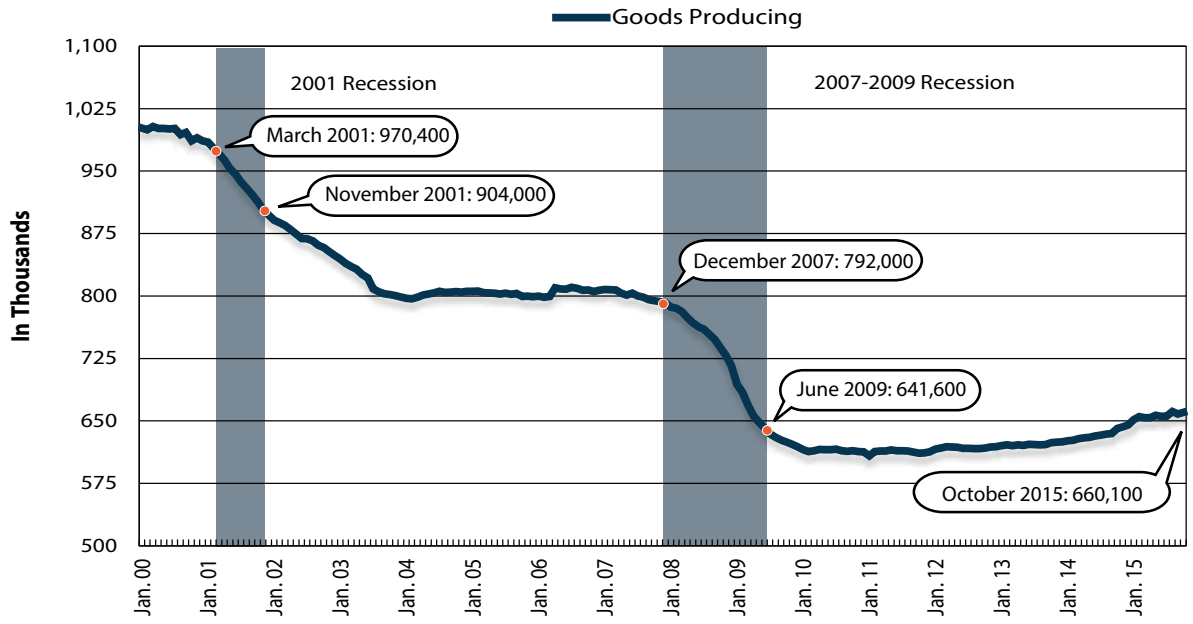
North Carolina's Private sector lost 9,500 jobs over the month, but gained 88,900 jobs over the year. The Service Providing industries, which include all industries except Mining & Logging, Construction, and Manufacturing, decreased by 4,900 jobs over the month, but gained 71,700 jobs over the year. The Goods Producing industries gained 1,800 jobs over the month and gained 19,300 jobs over the year.

Seasonally Adjusted, six of the eleven major North Carolina industrial sectors experienced job gains over the month. Government had the largest net increase (6,400), followed by Construction (2,200); Other Services (800); Professional & Business Services (800); Trade, Transportation & Utilities (200) and Mining & Logging (100). Of the remaining five industrial sectors, Leisure & Hospitality had the largest net decrease (7,200), followed by Education & Health Services (4,100); Financial Activities (1,700), Manufacturing (500) and Information (100).

It is important to note that industry employment estimates are subject to large seasonal patterns. Seasonal adjustment factors are applied to the data. However, these factors may not fully capture the seasonal trend. Therefore, when interpreting the changes in industry employment, it is advisable to focus on over-the-year changes in both the seasonally adjusted series and not seasonally adjusted series.

Ten of the eleven major industrial sectors experienced seasonally adjusted job growth over the year. Professional & Business Services increased by 21,000, due to gains in Admin & Support & Waste Management & Remediation Services (14,000), Professional, Scientific, & Technical Services (5,200) and Management of Companies & Enterprises (1,800). Education & Health Services increased 12,900 with gains in Health Care & Social Assistance (9,100) and in Educational Services (3,800). Construction gained 10,600 jobs. Trade, Transportation & Utilities increased 10,200 with gains in Retail Trade (5,500), Wholesale Trade (3,400) and Transportation & Utilities (1,300). Financial Activities grew by 9,800 jobs with gains in Finance & Insurance (6,900) and Real Estate & Rental & Leasing (2,900). Manufacturing increased by 8,800 jobs with a gain in Durable Goods (10,000) and a loss in Nondurable Goods (1,200). Leisure & Hospitality gained 8,500 jobs due to an increase in Accommodation & Food Services (8,900) and a loss in Arts, Entertainment, & Recreation (400). Other Services gained 5,300 jobs. Government increased by 2,100 jobs over the year due to a gains in Federal Government (1,100) and Local Government (1,000) while State Government remained unchanged (204,600). Information gained 1,900 jobs. Mining & Logging lost 100 jobs.

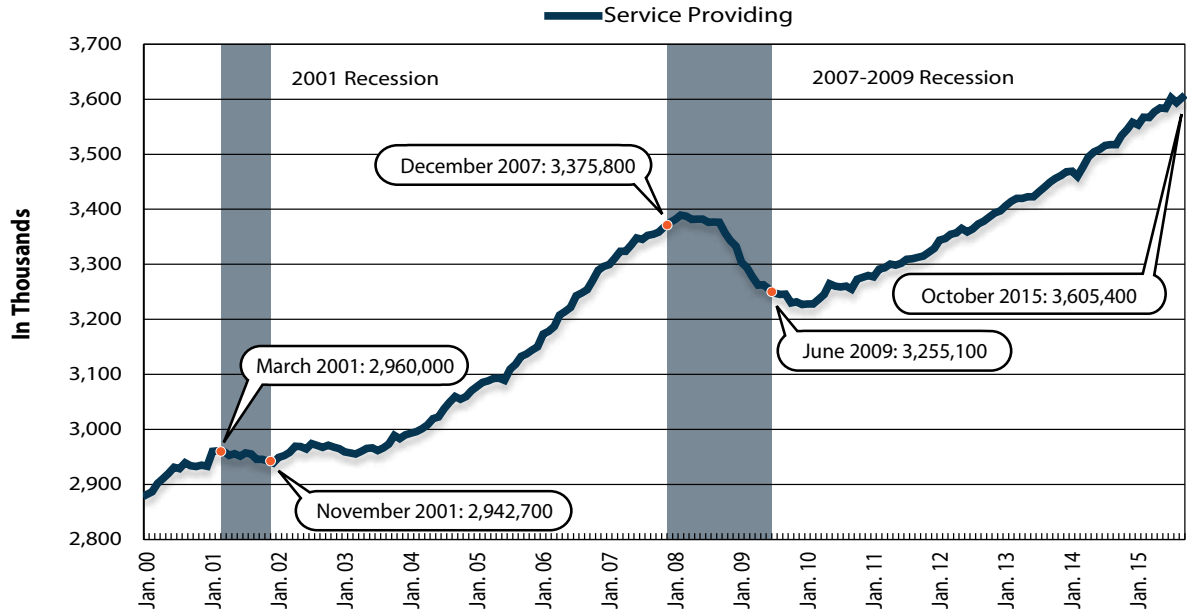
North Carolina Goods Producing
January 2000–October 2015
(Seasonally Adjusted)



Source: CES, North Carolina Department of Commerce, Labor & Economic Analysis Division
Note: October 2015 data are preliminary, while all other data are benchmarked. Recession periods documented in above graph represent the dates March 2001–November 2001, and December 2007–June 2009. More information can be found at: http://esesc23.esc.state.nc.us/d4/CesSelection.aspx

Since the beginning of the 2007 national recession (December 2007), North Carolina has lost 131,900 Goods Producing jobs, but has gained 18,500 Goods Producing jobs since the end of the recession in June 2009.

North Carolina Service Providing
January 2000–October 2015
(Seasonally Adjusted)



Source: CES, Labor & Economic Analysis Division, North Carolina Department of Commerce.
Note: October 2015 data are preliminary, while all other data are benchmarked. Recession periods documented in above graph represent the dates March 2001–November 2001, and December 2007–June 2009. More information can be found at: http://esesc23.esc.state.nc.us/d4/CesSelection.aspx

Since the beginning of the 2007 national recession (December 2007), North Carolina's Service Providing sector has gained 229,600 jobs and has gained 350,300 jobs since the end of the recession in June 2009.

North Carolina Industry Supersector Employment
October 2015

(Not Seasonally Adjusted, In Thousands)

NAICS Industry	Total Employment			Net & Percent Change			
	October[P] 2015	September[B] 2015	October[B] 2014	From September 2015		From October 2014	
				Net	Percent	Net	Percent
Total Nonfarm	4,303.5	4,278.1	4,211.9	25.4	0.6%	91.6	2.2%
Total Private	3,570.3	3,564.1	3,481.0	6.2	0.2%	89.3	2.6%
Goods Producing	664.5	663.1	645.0	1.4	0.2%	19.5	3.0%
Service Providing	3,639.0	3,615.0	3,566.9	24.0	0.7%	72.1	2.0%
Private Service Providing	2,905.8	2,901.0	2,836.0	4.8	0.2%	69.8	2.5%
Mining & Logging	5.5	5.5	5.6	0.0	0.0%	-0.1	-1.8%
Construction	194.9	193.0	184.3	1.9	1.0%	10.6	5.8%
Manufacturing	464.1	464.6	455.1	-0.5	-0.1%	9.0	2.0%
Trade, Transportation & Utilities	793.5	790.0	783.4	3.5	0.4%	10.1	1.3%
Information	75.1	74.8	73.2	0.3	0.4%	1.9	2.6%
Financial Activities	221.7	223.7	212.0	-2.0	-0.9%	9.7	4.6%
Professional & Business Services	606.9	602.1	586.0	4.8	0.8%	20.9	3.6%
Education & Health Services	591.8	586.3	578.4	5.5	0.9%	13.4	2.3%
Leisure & Hospitality Services	459.5	468.3	451.1	-8.8	-1.9%	8.4	1.9%
Other Services	157.3	155.8	151.9	1.5	1.0%	5.4	3.6%
Government	733.2	714.0	730.9	19.2	2.7%	2.3	0.3%

Source: CES, Labor & Economic Analysis Division, North Carolina Department of Commerce.
[P] Preliminary; [B] Benchmarked; more information can be found at: http://esesc23.esc.state.nc.us/d4/CesSelection.aspx

The October 2015 not seasonally adjusted Total Nonfarm employment level of 4,303,500 was 25,400 higher than September 2015. Seven of the eleven major industries in North Carolina showed an over-the-month increase. Government had the largest increase in employment at 19,200 (2.7%) followed by Education & Health Services, 5,500 (0.9%); Professional & Business Services, 4,800 (0.8%); Trade, Transportation & Utilities, 3,500 (0.4%); Construction, 1,900 (1.0%); Other Services, 1,500 (1.0%) and Information, 300 (0.4%).

Of the remaining four major industries, Leisure & Hospitality had the largest decrease in employment at 8,800 (1.9%) followed by Financial Activities 2,000 (0.9%) and Manufacturing, 500 (0.1%). Mining & Logging remained unchanged (5,500).

Over the year, the Service Providing sector (all industries except Mining & Logging, Construction, and Manufacturing) showed an increase of 72,100 (2.0%) jobs. Professional & Business Services, 20,900 (3.6%) experienced the greatest increase followed by Education & Health Services, 13,400 (2.3%); Trade, Transportation & Utilities, 10,100 (1.3%); Financial Activities, 9,700 (4.6%); Leisure & Hospitality, 8,400 (1.9%); Other Services, 5,400 (3.6%); Government, 2,300 (0.3%) and Information, 1,900 (2.6%).

The Goods Producing sector had a net gain of 19,500 (3.0%) jobs over the year. Construction increased by 10,600 (5.8%) jobs; Manufacturing added 9,000 (2.0%) jobs and Mining & Logging decreased by 100 (1.8%).

North Carolina MSA Total Nonfarm Employment
October 2015

(Not Seasonally Adjusted, In Thousands)

Metropolitan Statistical Area	Total Employment			Net & Percent Change			
	October[P] 2015	September[B] 2015	October[B] 2014	From September 2015		From October 2014	
				Net	Percent	Net	Percent
Asheville	183.4	183.0	182.1	0.4	0.2%	1.3	0.7%
Burlington	61.8	61.3	60.3	0.5	0.8%	1.5	2.5%
Charlotte/Concord/Gastonia, NC-SC*	1,120.5	1,107.1	1,084.8	13.4	1.2%	35.7	3.3%
Durham/Chapel Hill	301.2	299.2	291.6	2.0	0.7%	9.6	3.3%
Fayetteville	127.5	127.3	127.8	0.2	0.2%	-0.3	-0.2%
Goldsboro	41.8	41.5	42.7	0.3	0.7%	-0.9	-2.1%
Greensboro/High Point	363.3	359.8	352.9	3.5	1.0%	10.4	2.9%
Greenville	78.9	78.7	78.1	0.2	0.3%	0.8	1.0%
Hickory/Lenoir/Morganton	147.3	147.0	148.6	0.3	0.2%	-1.3	-0.9%
Jacksonville	50.0	49.7	49.7	0.3	0.6%	0.3	0.6%
New Bern	43.6	43.5	44.0	0.1	0.2%	-0.4	-0.9%
Raleigh	577.4	577.6	568.7	-0.2	0.0%	8.7	1.5%
Rocky Mount	57.8	55.9	58.2	1.9	3.4%	-0.4	-0.7%
Wilmington	118.7	119.4	117.7	-0.7	-0.6%	1.0	0.8%
Winston-Salem	262.4	262.2	257.5	0.2	0.1%	4.9	1.9%

Source: CES, Labor & Economic Analysis Division, North Carolina Department of Commerce.
[P] Preliminary; [B] Benchmarked; more information can be found at: http://esesc23.esc.state.nc.us/d4/CesSelection.aspx. *Only includes claims activity in North Carolina.

In September 2015 not seasonally adjusted data, North Carolina's Metropolitan Statistical Areas (MSAs) Total Nonfarm employment varied. The Winston-Salem MSA posted the largest increase of 5,200 jobs, while the Charlotte/Concord/Gastonia MSA had the greatest loss at 2,400 jobs.

Mining, Logging & Construction employment remained unchanged in all but four MSAs. Charlotte/Concord/Gastonia reported the largest loss at 700 jobs, followed by Raleigh (400), Durham/Chapel Hill (100), and Winston-Salem (100).

Manufacturing employment varied across the MSAs. Winston-Salem had the highest gain of 500 jobs, while Charlotte/Concord/Gastonia posted the largest loss at 1,300 jobs due to a decrease in Durable Goods (1,500) and a gain in Nondurable Goods (200).

Trade, Transportation & Utilities employment varied across the MSAs. Asheville and Greensboro/High Point showed the largest increases at 500 jobs each due to gains in Retail Trade (400) and Transportation, Warehousing & Utilities (100). Charlotte/Concord/Gastonia had the largest decrease of 2,600 jobs due to losses in Retail Trade (1,700); Transportation, Warehousing & Utilities (500); and Wholesale Trade (400).

Information employment either decreased or remained unchanged across the MSAs. Raleigh had the largest loss at 300 jobs.

Financial Activities employment varied across the MSAs. Charlotte/Concord/Gastonia reported the greatest loss of 300 jobs due to decreases in Real Estate & Rental & Leasing (200), and Finance & Insurance (100). Greensboro/High Point and Raleigh each posted a gain of 100 jobs.

Professional & Business Services employment varied across the MSAs. Winston-Salem had the largest increase of 1,500 jobs with all of the gain coming from Administrative Support, Waste Management & Remediation Services. Greensboro/High Point experienced the greatest loss of 1,000 jobs due to declines in Administrative Support, Waste Management & Remediation Services (700), and Professional, Scientific & Technical Services (300).

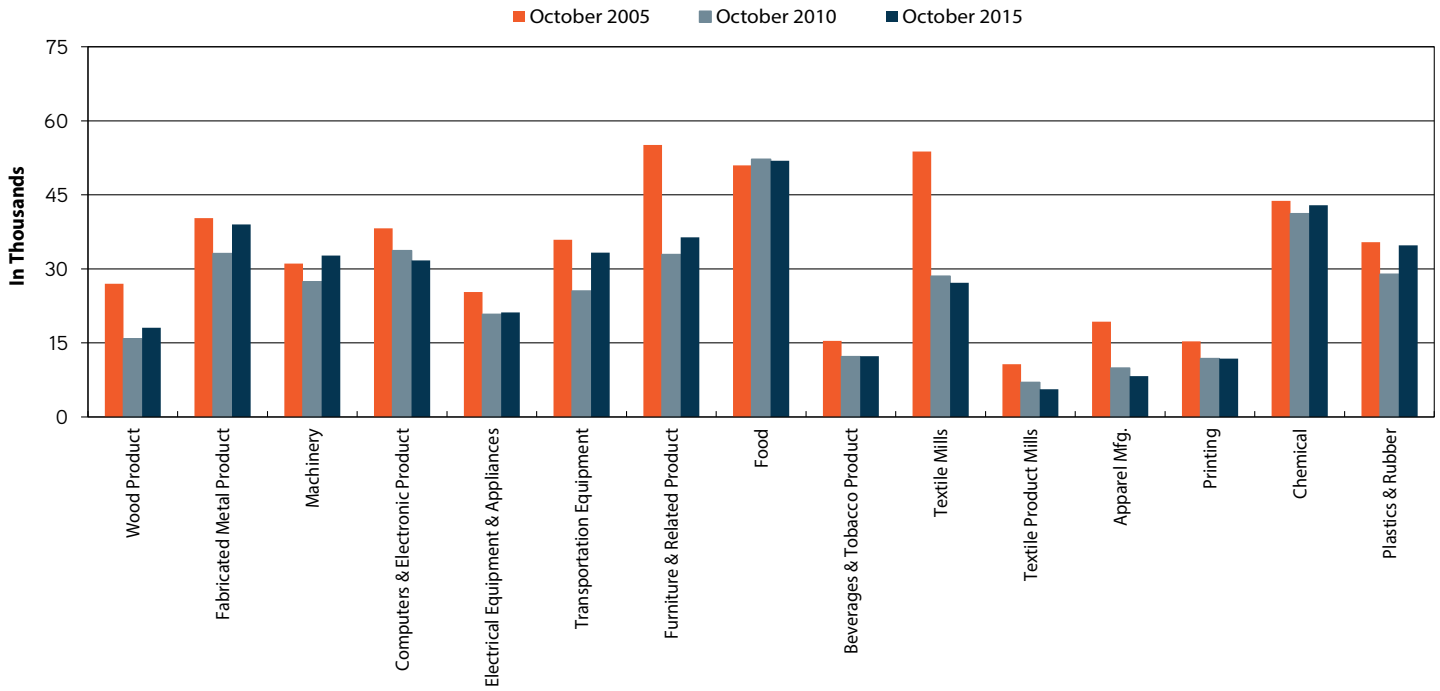
Education & Health Services employment increased all but one MSA. Greensboro/High Point had the greatest growth with 1,400 jobs, while Greenville remained at 9,800.

Leisure & Hospitality Services employment varied across the MSAs. Charlotte/Concord/Gastonia reported the greatest loss of 5,200 jobs due to decreases in Accommodation & Food Services (3,200), and Arts, Entertainment & Recreation (2,000). Hickory/Lenoir/Morganton and Winston-Salem both experienced the largest increases of 300 jobs.

Other Services employment varied across the MSAs. Charlotte/Concord/Gastonia posted the largest gain of 800 jobs, while Raleigh had the greatest loss of 500 jobs.

Government employment increased across all of the MSAs. Charlotte/Concord/Gastonia had the largest gain of 6,000 due to growth in Local Government (4,600) and State Government (1,400). Federal Government (9,800) showed no change over the month.

Employment Change in North Carolina Manufacturing Industries
Comparison of October 2005, 2010 & 2015
(Not Seasonally Adjusted)



Source: CES, Labor & Economic Analysis Division, North Carolina Department of Commerce.
Note: 2015 data are preliminary, while 2005 and 2010 data are benchmarked. More information can be found at: http://esesc23.esc.state.nc.us/d4/CesSelection.aspx

Not Seasonally Adjusted, the Manufacturing industrial sector lost 500 jobs over the month with a loss in Durable Goods (2,000) a gain in Non-Durable Goods (1,500).

Over the year, Manufacturing increased by 9,000 jobs with a gain in Durable Goods (10,100) and a loss in Non-Durable Goods (1,100).

Of North Carolina's six largest Manufacturing industries in October 2005, five have experienced losses over the past ten years. Textile Mills lost 26,600 jobs; Furniture & Related Product, 18,700 jobs; Computer & Electronic Product, 6,500 jobs; Fabricated Metal Product, 1,300 jobs and Chemical lost 900 jobs. Food gained 900 jobs.

Of North Carolina's six largest Manufacturing industries in October 2010, three have experienced losses over the past five years. Computer & Electronic Product lost 2,000 jobs; Textile Mills lost 1,300 and Food lost 300 jobs. Of the remaining three, Fabricated Metal Product gained 5,900 jobs; Furniture & Related Product gained 3,500 jobs and Chemical increased by 1,700 jobs.

Hours and Earnings
October 2014–October 2015
(Not Seasonally Adjusted)

	Average Weekly Hours			Average Hourly Earnings			Average Weekly Earnings		
	Total Private	Mfg.	Production	Total Private	Mfg.	Production	Total Private	Mfg.	Production
October 2014	**34.6**	**42.4**	**43.3**	**$21.76**	**$21.09**	**$16.65**	**$752.90**	**$894.22**	**$720.95**
November	35.1	43.0	43.6	$22.09	$21.28	$16.80	$775.36	$915.04	$732.48
December	34.7	42.6	43.4	$21.81	$21.13	$16.73	$756.81	$900.14	$726.08
January	34.2	41.7	42.4	$22.05	$21.25	$16.91	$754.11	$886.13	$716.98
February	34.5	41.3	41.9	$22.36	$21.44	$16.85	$771.42	$885.47	$706.02
March	34.9	41.8	43.0	$22.03	$21.19	$16.77	$768.85	$885.74	$721.11
April	34.4	41.3	42.8	$22.04	$21.27	$16.89	$758.18	$878.45	$722.89
May	34.5	41.3	42.5	$22.10	$21.35	$17.02	$762.45	$881.76	$723.35
June	34.5	40.9	42.5	$22.03	$21.09	$16.92	$760.04	$862.58	$719.10
July	34.5	40.8	41.6	$22.13	$21.01	$17.00	$763.49	$857.21	$707.20
August	35.0	41.3	42.1	$22.54	$21.15	$17.05	$788.90	$873.50	$717.81
September	34.3	40.7	41.8	$22.35	$20.97	$17.04	$766.61	$853.48	$712.27
October 2015	**34.6**	**41.2**	**42.4**	**$22.48**	**$20.89**	**$17.09**	**$777.81**	**$860.67**	**$724.62**

Source: CES, Labor & Economic Analysis Division, North Carolina Department of Commerce. Note: October 2015 data are preliminary, other 2015 data are revised, while 2014 data are benchmarked. More information can be found at: http://esesc23.esc.state.nc.us/d4/CesSelection.aspx

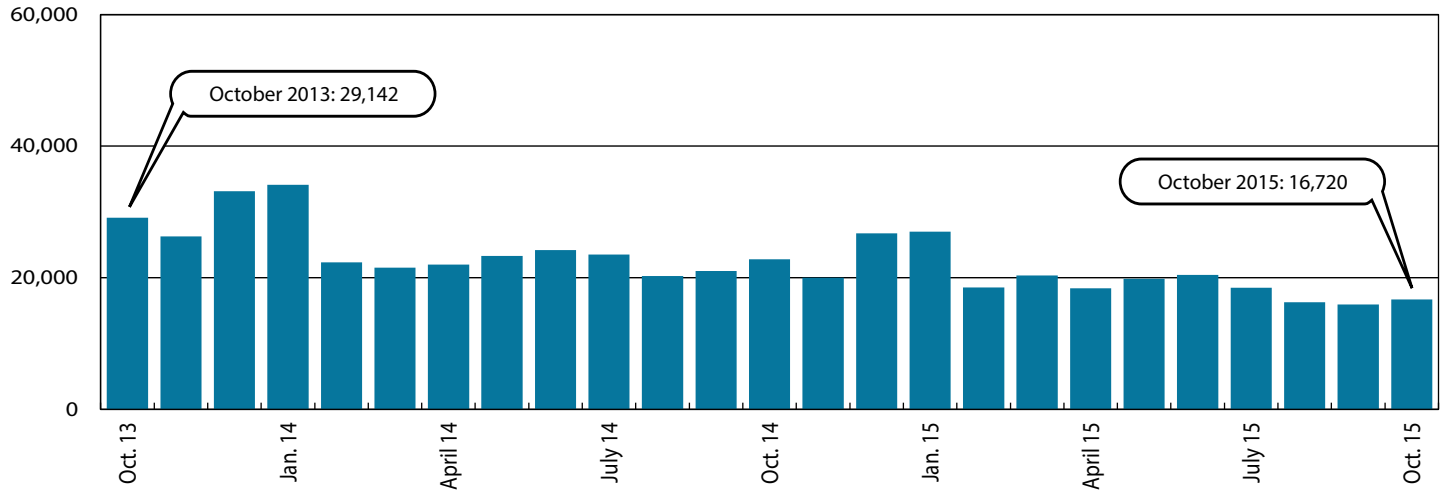
Each month, the Current Employment Statistics program provides measures of payroll and hours for all employees of private Nonfarm establishments for the nation, each state, and more than 400 Metropolitan Statistical Areas.

In North Carolina, Total Private Hours and Earnings posted an over-the-month increase in Average Weekly Earnings, Average Hourly Earnings and Average Weekly Hours. Average Weekly Earnings rose by $11.20 to $777.81, Average Hourly Earnings increased by $0.13 to $22.48 and Average Weekly Hours increased by 0.3 (18 minutes) at 34.6. Over-the-year, Total Private Hours & Earnings posted gains in Average Weekly Earnings, $24.91 and Average Hourly Earnings, $0.72. Average Weekly Hours showed no change (34.6).

In North Carolina, Manufacturing Hours and Earnings posted over-the-month increases in Average Weekly Earnings and Average Weekly Hours, but a decrease in Average Hourly Earnings. Average Weekly Earnings increased by $7.19 to $860.67, Average Hourly Earnings fell by $0.08 to $20.89 and Average Weekly Hours rose by 0.5 (30 minutes) to 41.2. Over-the-year, Manufacturing Hours & Earnings posted losses in Average Weekly Earnings, $33.55, Average Hourly Earnings, $0.20 and Average Weekly Hours, 1.2 (72 minutes).

In North Carolina, Production Hours and Earnings posted an over-the-month increase in Average Hourly Earnings, Average Weekly Earnings and Average Weekly Hours. Average Hourly Earnings increased by $0.05 to $17.09, Average Weekly Earnings rose by $12.35 to $724.62 and Average Weekly Hours increased by 0.6 (36 minutes) to 42.4. Over the year, Production Hours & Earnings posted a gains in Average Hourly Earnings, $0.44 and Average Weekly Earnings, $3.67 and posted a loss in Average Weekly Hours 0.9 (54 minutes).

North Carolina Regular UI Initial Claims Activity
October 2013–October 2015



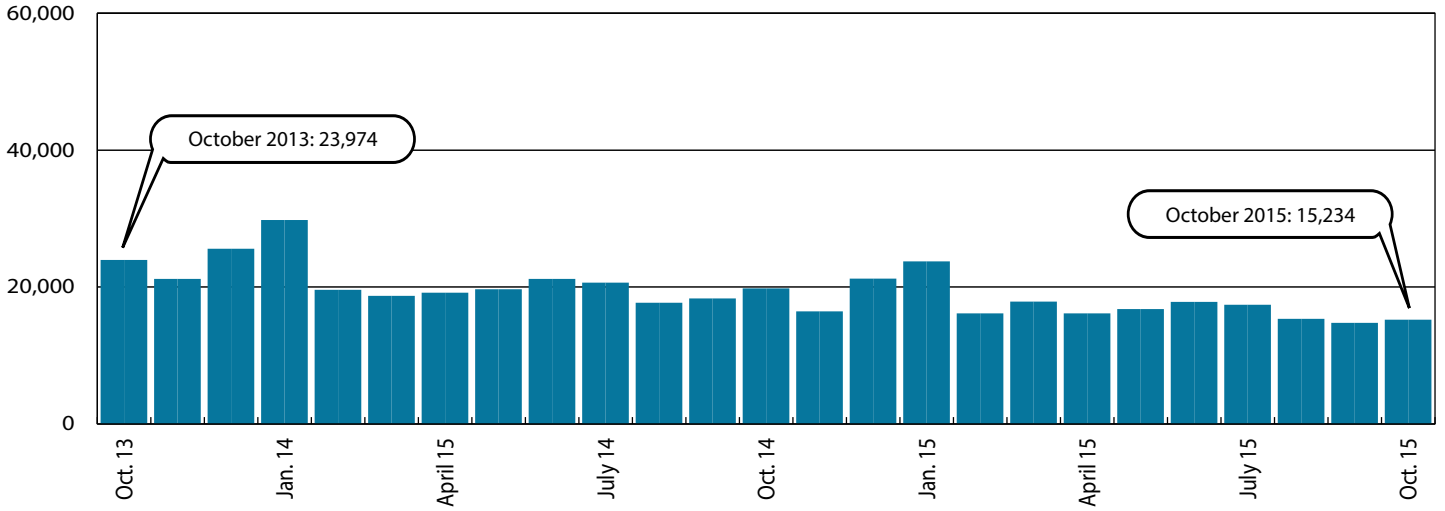
Source: WRE, Labor & Economic Analysis Division, North Carolina Department of Commerce. More information can be found at: https://www.ncesc1.com

Regular Initial Claims, which totaled 16,720 for the month ending October 31, 2015, increased 786 (5%) from the prior month's total of 15,934. Regular Initial Claims were down 6,107 (27%) compared to 22,827 in October 2014; decreased 12,422 (43%) compared to 29,142 in 2013; fell 42,398 (72%) compared to 59,118 in 2012; dropped 41,690 (71%) compared to 58,410 in 2011; and decreased 48,505 (74%) compared to 65,225 in October 2010.

Attached Initial Claims accounted for less than 1.0 percent of the Initial Claims for the months ending 10/31/15; 10/31/14; and 10/31/13. They accounted for 27,825 (47%) of the 59,118 Initial Claims for the same period in 2012; 25,586 (44%) of 58,410 claims in 2011; and 30,818 (47%) of 65,225 claims in 2010.

For the month ending October 31, 2015, the increases in Initial Claims were most notable in the following industries: Administrative and Support Services; Specialty Trade Contractors; Truck Transportation; Plastics and Rubber Products Manufacturing; Heavy and Civil Engineering Construction; Construction of Buildings; Apparel Manufacturing; Real Estate; Textile Mills; and Social Assistance. The decreases in Initial Claims were most notable in the following industries: Fabricated Metal Product Manufacturing; Transportation Equipment Manufacturing; Food and Beverage Stores.

North Carolina New Claims Activity
October 2013–October 2015



Source: WRE, Labor & Economic Analysis Division, North Carolina Department of Commerce. More information can be found at: https://www.ncesc1.com

North Carolina MSA Regular UI Initial Claims Activity
October 2015

	Transactions	Individuals				
Metropolitan Statistical Area	Initial Claims	Female	African-American	White	45 Years and Older	Regular UI Benefits*
Asheville	431	211	34	369	183	$433,423
Burlington	261	122	90	154	86	$223,502
Charlotte/Concord/Gastonia, NC-SC**	3,563	1,700	1,650	1,645	1,335	$4,012,300
Durham-Chapel Hill	752	390	422	278	281	$826,043
Fayetteville	787	394	485	204	260	$563,726
Goldsboro	208	92	127	66	53	$142,712
Greensboro-High Point	1,364	666	622	667	535	$1,394,772
Greenville	332	142	214	101	103	$212,236
Hickory/Lenoir/Morganton	608	299	81	479	260	$482,539
Jacksonville	269	133	71	171	85	$221,138
Myrtle Beach/Conway/North Myrtle Beach, SC-NC**	197	76	45	136	92	$185,043
New Bern	181	77	88	87	64	$149,818
Raleigh	1,862	887	756	934	793	$2,420,253
Rocky Mount	369	195	277	76	127	$311,455
Virginia Beach-Norfolk-Newport News, VA-NC**	59	30	7	50	32	$36,644
Wilmington	471	227	131	318	179	$533,008
Winston-Salem	885	418	318	515	384	$1,063,583
MSA Total	**12,599**	**6,059**	**5,418**	**6,250**	**4,852**	**$13,212,195**
NC Statewide Total	**16,720**	**7,917**	**7,147**	**8,289**	**6,315**	**$17,467,203**
Percent of MSA Total of NC Statewide Total	**75.4%**	**76.5%**	**75.8%**	**75.4%**	**76.8%**	**75.6%**

Source: WRE, Labor & Economic Analysis Division, North Carolina Department of Commerce. Note: 'Regular Initial Claims' represent transactions and not individuals.
*Does not include Extended Benefits and Federal Additional Compensation. **Only includes claims activity in North Carolina. More information can be found at: https://www.ncesc1.com

The Division of Employment Security paid $18,006,353 in Unemployment Insurance (UI) benefits to unemployed claimants across North Carolina during October 2015. These payments include state and federally funded benefits. North Carolina paid $17,467,203 in regular UI benefits from the State UI program to 22,545 individuals during the month — a decrease of 1,408 claimants since September 2015. A total of $524,418 in benefits was paid in Unemployment Compensation for Federal Employees (UCFE) and Unemployment Compensation for Ex-Service Members (UCX) administered under Regular UI. There were 71,831 weeks compensated for Regular UI under the State UI program, with an average UI weekly benefit amount of $243.17 (maximum weekly benefit is $350).

In October 2015, benefits paid for the Emergency Unemployment Compensation EUC (all tiers), Extended Benefits (EB) and Federal Additional Compensation (FAC) programs totaled $14,732. These benefits were paid through federal dollars. The Emergency Unemployment Compensation program (EUC08) ended in North Carolina on June 29, 2013; however, North Carolina will continue to pay EUC08 benefits for weeks prior to this date.

During October 2015, the NC UI Trust and State Reserve Funds collected $63.8 million in UI taxes and reported interest of $5.0 million. The Unemployment Insurance Trust Fund balance was $785.4 million on October 31, 2015. The State Reserve Fund had a balance of $225.6 million.

Glossary of Terms

Employment: Used in Current Employment Statistics (CES), industry or establishment data referring to persons on establishment payrolls who received pay for any part of the pay period that includes the 12th day of the month. The data exclude proprietors, the unincorporated self-employed, unpaid volunteer or family workers, farm workers, and domestic workers. Salaried officers of corporations are included. Government employment covers only civilian employees; military personnel are excluded. Employees of the Central Intelligence Agency, the National Security Agency, the National Imagery and Mapping Agency, and the Defense Intelligence Agency also are excluded. Persons on establishment payrolls who are on paid sick leave (for cases in which pay is received directly from the firm), on paid holiday, or on paid vacation, or who work during a part of the pay period even though they are unemployed, or on strike during the rest of the period, are counted as employed. Not counted as employed are persons who are on layoff, on leave without pay, or on strike for the entire period, or who were hired but have not yet reported during the period. Employment is calculated by work location, not residency. Individuals may be counted more than once if they hold multiple jobs.

Used in Local Area Unemployment Statistics (LAUS), individuals 16 years of age and older who worked during the week that includes the 12th of the month for, (a) pay, (b) unpaid for 15 hours or more in a family-owned business, or (c) in their own business, profession or farm. Persons temporarily absent from their jobs due to illness, bad weather, vacation, labor dispute, or personal reasons are included. Individuals whose only activity consists of work around the house and/or volunteer work for religious, charitable, and similar organizations are excluded. Employment is calculated by residency, not work location. Each employed person is counted once even if working multiple jobs.

Extended Benefits (EB): The supplemental program that pays extended compensation during periods of specified high unemployment in a state to individuals for weeks of unemployment after exhaustion of regular Unemployment Insurance benefits. One-half of EB is funded by the state trust fund. The beginning date, duration and ending date of this program are "triggered" by a specified unemployment rate during a specified period of time.

Federal Additional Compensation (FAC): A supplemental program that pays an additional $25 for any week for which an individual is eligible to receive at least $1.00 under any unemployment compensation program currently in effect.

Full-time Workers: Persons who work 35 hours or more per week.

Goods Producing: Industries including Mining, Construction and Manufacturing.

Hours of Work: The number of hours worked during the survey week. Individuals who work at least 35 hours are designated full-time workers; persons who work less than that are considered part time.

Industry: A group of establishments that produce similar products or provide similar services. For example, all establishments that manufacture automobiles are in the same industry. A given industry, or even a particular establishment in that industry, might have employees in dozens of occupations. The North American Industry Classification System (NAICS) groups similar establishments into industries.

Initial Claim: Includes new and additional initial claims. An additional initial claim is a subsequent initial claim filed to reopen a claim series during an existing benefit year. This occurs if a person again becomes unemployed when a break of one week or more has occurred in the claim series due to intervening employment.

Interest Earned: The amount of interest earned on the Unemployment Trust Fund account (unpublished US Treasury reports).

Labor Force Participation Rate (LFP): The proportion of the civilian noninstitutional population that is in the civilian labor force (e.g. employed or unemployed and actively seeking work).

Labor Market Information: Used to describe the delivery of labor force, employment, unemployment, wage, supply and demand, occupational, industrial, economic, and demographic data for the analysis of manpower problems.

Local Area Unemployment Statistics (LAUS): A federal Bureau of Labor Statistics (BLS)/state North Carolina Department of Commerce, Labor and Economic Analysis Division cooperative statistical program which produces monthly and annual labor force, employment, unemployment, and unemployment rate estimates by place of residence for many geographic regions including states, counties, metropolitan and micropolitan statistical areas, and selected cities.

Manufacturing Hours and Earnings: Based on gross payrolls and corresponding paid hours:

Total Private Hours and Earnings – Includes data collected for all paid, private-sector workers (including production employees). Executives, managers and supervisors are excluded.

All Employees Hours and Earnings – Reported as all persons who received pay (including holiday and sick) for any part of the payroll period including the 12th day of the month.

Production Workers Hours and Earnings – Workers in the Goods Producing industries up through the level of working supervisors who engage directly in the manufacturing of the establishment's product.

Total Gross Pay – Includes regular wages and salaries, paid leave, incentive pay, bonuses paid each pay period and severance paid over multiple pay periods. Commissions are reported if they are paid at least monthly. Irregular lump sum payments are excluded.

Maximum Weekly Benefit Amount: The highest weekly benefit amount provided for a week of total unemployment.

Metropolitan Statistical Area (MSA): A federal Office of Management and Budget (OMB) defined area having at least one urbanized area with a population of 50,000 or more. MSAs may include adjacent counties that have a high degree of social and economic integration with the urban core as measured by commuting patterns. North Carolina has 14 MSAs consisting of 39 counties.

Minimum Weekly Benefit Amount: The lowest weekly benefit amount for a week of total unemployment.

New Claim: The first initial claim filed in person, by mail, telephone, or other means within a benefit year to request a determination of entitlement to and eligibility for compensation. This result in an agency generated document of an appealable monetary determination provided to the potential claimant.

Outstanding Loan Balance: Balance, as of the end of the quarter, of advances acquired by the state under Title XII of the Social Security Act (unpublished US Treasury reports).

Nondurable Goods: Known as "soft goods," nondurable goods refer to manufactured or processed items generally considered to last for a short time — three years or less. The nondurable manufacturing industries include Food; Beverage & Tobacco Product; Textile Mills; Textile Product Mills; Apparel; Printing & Related Support Activities; Chemical; and Plastics & Rubber Products.

North American Industry Classification (NAICS): An industrial classification system using a production-based framework, with special attention to new and emerging industries (service industries in general) and industries involved in advanced technology. It is an outgrowth of the North American Free Trade Act (NAFTA) and allows the collection and tabulation of industry-level data to measure the economic impact of employers shifting activities between Canada, Mexico and the United States. Classification is by major economic group or sector (two-digit), economic subsector (three-digit), industry group (four-digit), industry level (five-digit), and national industry level (six-digit, optional) in order of increasing detail. Conversion from Standard Industrial Classification system (SIC) to NAICS was a three-year cycle that began with data collected in 1999. CES industries are often combinations of several NAICS codes.

Not Seasonally Adjusted: An economic time series that is not statistically adjusted to eliminate seasonal fluctuations such as weather, holidays and the opening and closing of schools. This data is not comparable month to month. All levels of civilian labor force and CES estimates have a not seasonally adjusted series.

Part-time Workers: Persons who work less than 35 hours per week.

Part-time Workers (Economic Reasons) – Persons who work less than 35 hours weekly, but prefer to work full time.

Part-time Workers (Noneconomic Reasons) – Persons who prefer to work less than 35 hours a week (full time).

Private Service Providing: Industries that include Trade, Transportation & Utilities; Information; Financial Activities; Professional & Business; Education & Health; Leisure & Hospitality; and Other Services. Government is not included.

Seasonally Adjusted: A statistical adjustment eliminating the influence of weather, holidays, the opening and closing of schools and other recurring seasonal events from an economic time series. By smoothing these seasonal fluctuations, the data is easier to compare month to month. Only the United States and North Carolina state civilian labor force and CES employment estimates are seasonally adjusted. Estimates for both series below the state level are unadjusted.

Service Providing: Industries including Trade, Transportation & Utilities; Information; Financial Activities; Professional & Business; Education & Health; Leisure & Hospitality; Other Services and Government.

Smoothed Seasonal Adjusted: Seasonally adjusted estimates that have incorporated a long-run trend smoothing procedure. This results in estimates that are less volatile and this smoothed seasonal adjustment procedure is now part of the LAUS estimation methodology.

Survey Week: The week each month that includes the 12th during which BLS conducts most of its surveys. Exception may be made in November and May when the survey week may be moved forward one week to avoid holiday collection and data problems.

Unemployed: Persons having no employment during the week that includes the 12th of the month, but were available for work, had made specific efforts to find employment during the four weeks prior, were waiting to be recalled to a job from which they had been laid off, or were waiting to report to a new job within 30 days.

Unemployment Insurance: Unemployment insurance is a program for the accumulation of funds paid by employers, to be used for payment of unemployment insurance to workers during periods of job loss which is beyond their control. Unemployment insurance replaces a part of the worker's wage loss if he/she becomes eligible for payments.

Unemployment Rate: The number of unemployed people as a percentage of the labor force [i.e., (unemployed/labor force) x 100].

Unemployment Compensation for Federal Employees (UCFE): Federally financed program to provide unemployment insurance benefits to federal civilian employees.

Unemployment Compensation for Ex-Service Members (UCX): Federally financed program to provide unemployment insurance benefits to ex-service employees.

Unemployment Trust Fund (UTF): A fund established in the Treasury of the United States which contains all monies deposited by state agencies to the credit of their unemployment fund accounts and federal unemployment taxes collected by the Internal Revenue Service.

Weekly Benefit Amount (WBA): The weekly benefit amount for an individual who is totally unemployed is an amount equal to the wages paid to the individual in the last two completed quarters of the individual's base period divided by 52 and rounded to the next lower whole dollar. If this amount is less than $15.00, the individual is not eligible for benefits. The weekly benefit amount may not exceed $350.00.

The weekly benefit amount for an individual who is partially unemployed or part-totally employed is the amount the individual would receive if they were totally unemployed, reduced by the amount of any wages the individual receives in the benefit week in excess of twenty percent (20%) of the benefit amount applicable to total unemployment and rounded to the next lower whole dollar.

Weeks Claimed: Weeks covered for which waiting period credit or payment of compensation is requested.

Weeks Compensated: The number of weeks claimed for which Unemployment Insurance benefits are paid.

Prepared by:

NORTH CAROLINA

DEPARTMENT OF COMMERCE

CAMDEN COUNTY
TOURISM DEVELOPMENT AUTHORITY
(A COMPONENT UNIT OF CAMDEN COUNTY, NORTH CAROLINA)

FINANCIAL STATEMENTS

June 30, 2015

CAMDEN COUNTY
TOURISM DEVELOPMENT AUTHORITY
(A COMPONENT UNIT OF CAMDEN COUNTY, NORTH CAROLINA)

BASIC FINANCIAL STATEMENTS

FOR THE YEAR ENDED JUNE 30, 2015

AUTHORITY MEMBERS

DONNA STEWART, CHAIRMAN
CHARLOTTE UNDERWOOD
JOY GREENWOOD
JANET INGE
GEORGIA LAMB
RANDY KRANIAK
ELTON SAWYER

FINANCE DIRECTOR
STEPHANIE HUMPHRIES

CAMDEN COUNTY TOURISM DEVELOPMENT AUTHORITY
(A Component Unit of Camden County, North Carolina)

BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2015

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CERTIFIED PUBLIC ACCOUNTANTS
CONSULTANTS AND TAX ADVISORS

Independent Auditors' Report

Board of County Commissioners and Authority Board
Camden County Tourism Development Authority
Camden County, North Carolina

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, and the major fund, and the aggregate remaining fund information of the Camden County Tourism Development Authority, North Carolina, a component unit of the County of Camden, North Carolina, as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall financial statement presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, based upon our audit, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of the Camden County Tourism Development Authority as of June 30, 2015, and the respective changes in financial position and the respective budgetary comparison for the general fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information, although not a required part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary and Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Camden County Tourism Development Authority's basic financial statements. The combining and individual fund statements and budgetary schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund statements and budgetary schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America by us. In our opinion, based on our audit, the procedures performed as described above, the combining and individual fund financial statements, budgetary schedules, and other schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Thompson, Price, Scott, Adams & Co., P.A.
Wilmington, North Carolina
September 28, 2015

Management's Discussion and Analysis

As management of the Camden County Tourism Development Authority (A Component Unit of Camden County, North Carolina) (the "Authority"), we offer readers of the Tourism Authority's financial statements this narrative overview and analysis of the financial activities of Camden County Tourism Development Authority for the fiscal year ended June 30, 2015. We encourage readers to read the information presented here in conjunction with additional information that we have furnished in the Authority's financial statements, which follow this narrative.

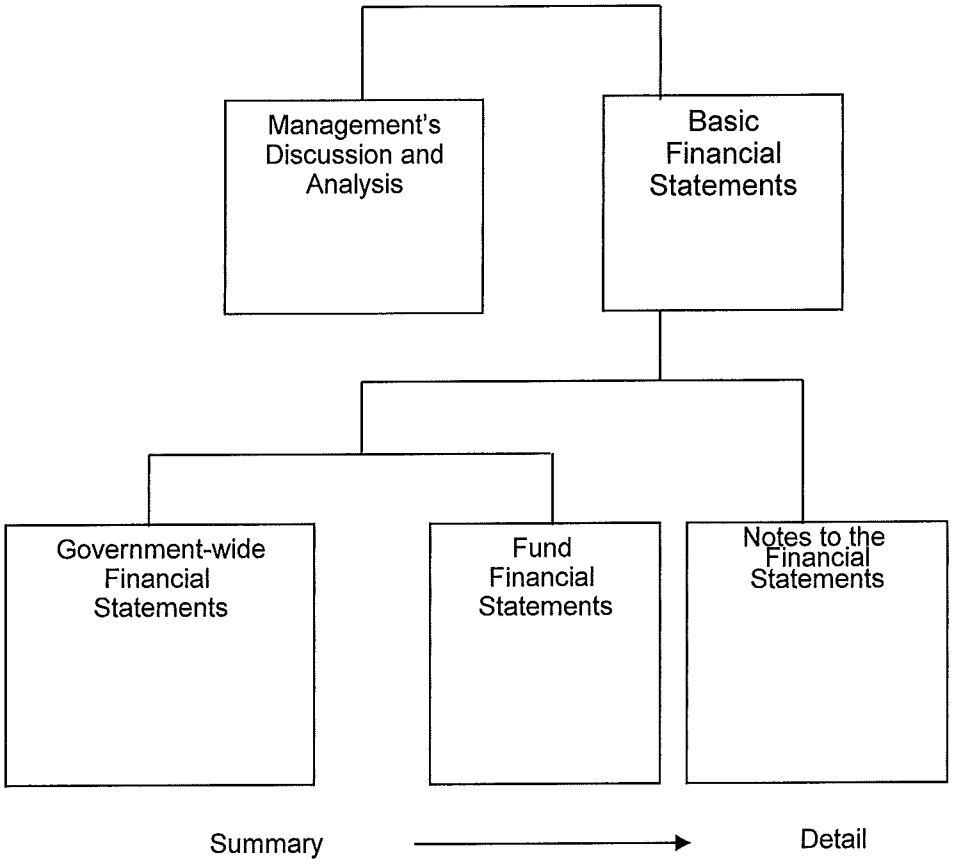
Financial Highlights

- The assets of the Camden County Tourism Development Authority exceeded its liabilities at the close of the fiscal year by $88,818 (net position).
- The government's total net position decreased by $11,449, which was due in large part to expense paid to promote Camden County.
- As of the close of the current fiscal year, unassigned fund balance for the General Fund was $86,153, or 239.17 percent of total General Fund expenditures.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the Authrority's basic financial statements. The Authority's basic financial statements consist of three components; 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements (see Figure 1). The Authority is considered a special purpose governmental activities and operates only one program.

Required Components of Annual Financial Report
Figure 1



Basic Financial Statements

The first two statements (Exhibits 1 and 2) in the basic financial statements are the **Government-wide Financial Statements**. They provide both short and long-term information about the Authority's financial status.

The next statements (Exhibits 3 through 5) are **Fund Financial Statements**. These statements focus on the activities of the individual parts of the Authority's government. These statements provide more detail than the government-wide statements. There are two parts to the Fund Financial Statements: 1) the governmental funds statements; and 2) the budgetary comparison statements.

The next section of the basic financial statements is the **Notes to the Financial Statements**. The notes explain in detail some of the data contained in those statements.

Government-wide Financial Statements

The government-wide financial statements are designed to provide the reader with a broad overview of the Authority's finances, similar in format to a financial statement of a private-sector business. The government-wide statements provide short and long-term information about the Authority's financial status as a whole.

The two government-wide statements report the Authority's net position and how they have changed. Net position is the difference between the Authority's total assets and total liabilities. Measuring net position is one way to gauge the Authority's financial condition.

The government-wide statements are comprised of a single category: governmental activities. The government-wide financial statements are on Exhibits 1 and 2 of this report.

Fund Financial Statements

The fund financial statements (see Figure 1) provide a more detailed look at the Authority's most significant activities. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Camden County Tourism Authority, like all other governmental entities in North Carolina, uses fund accounting to ensure and reflect compliance (or non-compliance) with finance-related legal requirements, such as the General Statutes of North Carolina or the Authority's budget ordinance. All of the funds of the Authority belong in one category: governmental funds.

Governmental Funds – Governmental funds are used to account for those functions reported as governmental activities in the government-wide financial statements. The Authority's activities are accounted for in governmental funds. These funds focus on how assets can readily be converted into cash flow in and out, and what monies are left at year-end that will be available for spending in the next year. Governmental funds are reported using an accounting method called *modified accrual accounting* which provides a short-term spending focus. As a result, the governmental fund financial statements give the reader a detailed short-term view that helps him or her determine if there are more or less financial resources available to finance the Authority's programs.

The Camden County Tourism Authority adopts an annual budget for its General Fund, as required by the General Statutes. The budget is a legally adopted document. The budget authorizes the Authority to obtain funds from identified sources to finance these current period activities. The budgetary statement provided for the General Fund demonstrates how well the Authority complied with the budget ordinance.

Notes to the Financial Statements – The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements are following the basic financial statments.

Government-Wide Financial Analysis

Camden County Tourism Development Authority's
Net Position
Figure 2

	June 30, 2015	June 30, 2014
Assets		
Current and other assets	$ 88,916	$ 100,267
Total assets	88,916	100,267
Liabilities		
Current liabilities	98	-
Total liabilities	98	-
Net Position		
Restricted		
Stabilization by State statue	2,665	4,890
Unrestricted	86,153	95,377
Total net position	$ 88,818	$ 100,267

As noted earlier, net position may serve over time as one useful indicator of a government's financial condition. The assets of the Authority exceeded liabilities by $88,818 as of June 30, 2015. The Authority's net position decreased by $11,449 for the fiscal year ended June 30, 2015. A portion of the Authority's net position, $2,665, represents resources that are subjected to external restrictions on how they may be used. The remaining balance of $86,153 is unrestricted.

Camden County Tourism Development Authority
Changes in Net Position
Figure 3

	Governmental Activities	
	June 30, 2015	June 30, 2014
Revenues:		
General revenues:		
Room occupancy tax	$ 23,917	$ 43,923
Interest earnings, unrestricted	655	980
Miscellaneous	-	1,250
Total revenues	24,572	46,153
Expenses:		
Salaries and benefits	-	-
Tourism related expenditures	34,378	27,699
Promotion of travel and tourism	1,643	14,774
Admistrative costs	-	13,129
Total expenses	36,021	55,602
Decrese in net position before transfer	(11,449)	(9,449)
Transfer from Camden County	-	109,716
Change in net position	(11,449)	100,267
Beginning of year-July 1	100,267	-
End of year-June 30	$ 88,818	$ 100,267

Governmental activities. Governmental activities decreased the Authority's net position by $11,449, thereby accounting for 0% of the total growth in the net position of the Camden County Tourism Authority.

Financial Analysis of the Authority's Funds

As noted earlier, the Authority uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. The focus of the Authority's governmental funds is to provide information on near-term inflows, outflows, and balances of usable resources. Such information is useful in assessing the Authority's financing requirements. Specifically, unassigned fund balance can be a useful measure of a government's net resources available for spending at the end of the fiscal year.

The general fund is the chief operating fund of the Authority. At the end of the current fiscal year, the Authority's fund balance available in the General Fund was $86,153, while total fund balance reached $88,818. The Authority currently has a available fund balance of 239.17% of general fund expenditures, while total fund balance represents 246.57% of the same amount.

General Fund Budgetary Highlights: During the fiscal year, the Authority revised the budget. Generally, budget amendments fall into one of three categories: 1) amendments made to adjust the estimates that are used to prepare the original budget ordinance once exact information is available; 2) amendments made to recognize new funding amounts from external sources, such as Federal and State grants; and 3) increases in appropriations that become necessary to maintain services.

Economic Factors

The following key indicators reflect an increase in the growth of the Authority:

- The growth of tourism industry in the region continues to result in increased revenues for the Authority.

Budget Highlights for the Fiscal Year Ending June 30, 2016

- There are no significant changes budgeted for fiscal year 2016.

Requests for Information

This report is designed to provide an overview of the Authority's finances for those with an interest in this area. Questions concerning any of the information found in this report or requests for additional information should be directed to the Finance Officer, Camden County Tourism Development Authority, Post Office Box 190, Camden County, North Carolina 27921.

Basic Financial Statements

CAMDEN COUNTY TOURISM DEVELOPMENT AUTHORITY
(A Component Unit of Camden County, North Carolina)
Statement of Net Position
June 30, 2015

		Governmental Activities
Assets:		
Cash and cash equivalents	$	86,251
Accounts receivable, net		2,665
Total assets		88,916
Liabilities:		
Accounts payable		98
Net Position:		
Restricted:		
Stabilization by State Statute		2,665
Unrestricted		86,153
Total net position	$	88,818

The accompanying notes are an integral part of the financial statements.

CAMDEN COUNTY TOURISM DEVELOPMENT AUTHORITY
(A Component Unit of Camden County, North Carolina)
Statement of Activities
For the Year Ended June 30, 2015

		Program Revenues	
Functions/Programs	**Expenses**	**Charges for Services**	**Total Governmental Activities**
Governmental Activities:			
Economic and physical development	$ 36,021	$ -	$ (36,021)
Total	$ 36,021	$ -	$ (36,021)

General Revenues:	
Occupancy tax	23,917
Investment earnings	655
Miscellaneous	-
Total general revenue	24,572
Transfers	-
Change in net position	(11,449)
Net position, beginning	100,267
Net position, ending	$ 88,818

The accompanying notes are an integral part of the financial statements.

CAMDEN COUNTY TOURISM DEVELOPMENT AUTHORITY
(A Component Unit of Camden County, North Carolina)
Balance Sheet
Governmental Funds
June 30, 2015

		General Fund
Assets:		
Cash and cash equivalents	$	86,251
Accounts receivable		2,665
Total assets		88,916
Liabilities and Fund Balance:		
Liabilities:		
Accounts payable and accrued liabilities		98
Fund Balance:		
Restricted		-
Stabilization by State Statute		2,665
Unassigned		86,153
Total fund balances		88,818
Total liabilities and fund balance	$	88,916

The accompanying notes are an integral part of the financial statements.

CAMDEN COUNTY TOURISM DEVELOPMENT AUTHORITY
(A Component Unit of Camden County, North Carolina)
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For Year Ended June 30, 2015

		General Fund
Revenues:		
Occupancy taxes	$	23,917
Investment earnings		655
Miscellaneous revenues		-
Total revenues		24,572
Expenditures:		
Current:		
Economic and physical development		36,021
Total expenditures		36,021
Other Financing Sources:		
Transfer from Camden County		-
Net change in fund balance		(11,449)
Fund balance, beginning		100,267
Fund balance, ending	$	88,818

The accompanying notes are an integral part of the financial statements.

CAMDEN COUNTY TOURISM DEVELOPMENT AUTHORITY
(A Component Unit of Camden County, North Carolina)
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance -- Budget and Actual
For the Year Ended June 30, 2015

	Budgeted Amounts			Variance Over/Under
	Original	Final	Actual	Positive(Negative)
Revenues:				
Occupancy taxes	$ 20,000	$ 20,000	$ 23,917	$ 3,917
Investment earnings	1,000	1,000	655	(345)
Miscellaneous	-	-	-	-
Total revenues	21,000	21,000	24,572	3,572
Expenditures:				
Current:				
Economic and physical development	70,250	70,250	36,021	34,229
Total expenditures	70,250	70,250	36,021	34,229
Revenues over (under) expenditures	(49,250)	(49,250)	(11,449)	37,801
Other Financing Sources (Uses):				
Transfer from Camden County	-	-	-	-
Appropriated fund balance	49,250	49,250	-	(49,250)
Total other financing sources (uses)	49,250	49,250	-	(49,250)
Net change in fund balance	$ -	$ -	(11,449)	$ (11,449)
Fund balance, beginning			100,267	
Fund balance, ending			$ 88,818	

The accompanying notes are an integral part of the financial statements.

CAMDEN COUNTY TOURISM DEVELOPMENT AUTHORITY
(A Component Unit of Camden County, North Carolina)

Notes to the Financial Statements
For the Year Ended June 30, 2015

I. Summary of Significant Accounting Policies

The accounting policies of the Camden County Tourism Development Authority (A Component Unit of Camden County, North Carolina) (the "Authority") conform to generally accepted accounting principles as applicable to governments. The following is a summary of the more significant accounting policies:

A. Reporting Entity

The Camden County Tourism Development Authority was created on July 17, 2004 by the resolution of Camden County, North Carolina under the authority of the North Carolina General Assembly. The Authority is responsible for promoting travel and tourism in the Camden County area. The Authority receives revenue through a six percent occupancy tax, which is levied and collected by Camden County. The occupancy tax became effective on October 1, 2004. The County remits the taxes collected to the Authority, net of admiration and collection costs, not to exceed five percent of collections.

B. Government-Wide and Fund Financial Statements

Government-wide Statements: The Statement of Net Position and the Statement of Activities display information about the government (the Authority). These statements include the financial activities of the overall governmental entity. Governmental activities generally are financed through occupancy taxes, intergovernmental revenues, and other non-exchange transactions.

The Statement of Activities presents a comparison between direct expenses and program revenues for each function of the Authority's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Indirect expense allocations that have been made in the funds have been reversed for the statement of activities. Program revenues include fees and charges paid by the recipient of goods or services offered by the programs. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements: The fund financial statements provide information about the Authority's funds. The emphasis of fund financial statements is on major governmental funds.

The Authority has the following fund category (further divided by fund type):

Governmental Funds - are used to account for the Authority's general governmental activities. Governmental funds include the following fund type:

General Fund. The General Fund is the general operating fund of the Authority. The General Fund accounts for all financial resources, except those required to be accounted for in another fund.

The General Fund is the Authority's only major fund for the period ended June 30, 2015.

C. Measurement Focus and Basis of Accounting

In accordance with North Carolina General Statutes, all funds of the Authority are maintained during the year using the modified accrual basis of accounting.

Government-wide Financial Statements. The government-wide financial statements are reported using the economic resources measurement focus. The government-wide financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Non-exchange transactions, in which the Authority gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, and donations. On an accrual basis, revenue from taxes is recognized in the fiscal year for which the occupancy taxes are billed.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Governmental Fund Financial Statements. Governmental funds are reported under the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. Expenditures are recorded when the related fund liability is incurred. The Authority considers all revenues available if they are collected within 60 days after year-end.

D. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

E. Budgetary Data

Budgets are adopted as required by State statute. An annual budget ordinance is adopted for the General Fund. All annual appropriations lapse at fiscal year-end. All budgets are prepared using the modified accrual basis of accounting. Expenditures may nor legally exceed appropriations at the functional level for all annually budgeted funds. Any revisions that alter total expenditures of any fund must be approved by the governing board. The budget ordinance must be adopted by July 1 of the fiscal year, or the governing board must adopt an interim budget that covers that time until the annual ordinance can be adopted.

F. Assets, Liabilities, and Fund Equity

Deposits and Investments

All deposits of the Authority are made in board-designated official depositories and are secured as required by State law (G.S. 159-31). The Authority may designate, as an official depository, any bank or savings association whose principal office is located in North Carolina. Also, the Authority may establish time deposit accounts such as NOW and SuperNOW accounts, money market accounts, and certificates of deposit.

State law [G.S. 159-30(c)] authorizes the Authority to invest in obligations of the United States or obligations fully guaranteed both as to principal and interest by the United States; obligations of the State of North Carolina; bonds and notes of any North Carolina local government or public authority; obligations of certain non-guaranteed federal agencies; certain high quality issues of commercial paper and bankers' acceptances; and the North Carolina Capital Management Trust (NCCMT), an SEC-registered mutual fund. Investments are stated at fair value.

Cash and Cash Equivalents

All bank deposits are essentially demand deposits and are considered cash and cash equivalents.

Allowances for Doubtful Accounts

All receivables that historically experience uncollectible accounts are shown net of an allowance for doubtful accounts. This amount is estimated by analyzing the percentage of receivables that were written off in prior years.

Net Position/Fund Balances

Net Position

Net position in government-wide financial statements are classified as net investment in capital assets; restricted; and unrestricted. Restricted net position represent constraints on resources that are either externally imposed by creditors, grantors, contributors, or laws and regulations of other governments or imposed by law through state statute.

Fund Balances

In the governmental fund financial statements, fund balance is composed of five classifications designed to

The governmental fund types classify fund balances as follows:

Non-Spendable Fund Balance - This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.

Restricted Fund Balance - This classification includes amounts that are restricted to specific purposes externally imposed by creditors or imposed by law.

Restricted for Stabilization by State statute - portion of fund balance that is restricted by State Statute [G.S. 159-8(a)].

Committed Fund Balance - – portion of fund balance that can only be used for specific purposes imposed by majority vote by quorum of TDA's governing body (highest level of decision-making authority). The governing body can, by adoption of an ordinance prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation.

Assigned Fund Balance - is the portion of fund balance that the Burgaw Tourism Development Authority intends to use for specific purposes.

Unassigned Fund Balance - is the portion of total fund balance available for appropriation that is uncommitted at year-end.

The Authority has a revenue spending policy that provides guidance for programs with multiple revenue sources. The Finance Director will use resources in the following hierarchy: bond proceeds, federal funds, State funds, local non-Authority funds, and Authority funds. For purposes of fund balance classification, expenditures are to be spent from restricted fund balance first, followed in-order by committed fund balance, assigned fund balance and, lastly, unassigned fund balance. The Finance Director has the authority to deviate from this policy if it is in the best interest of the Authority.

The Authority has not adopted a fund balance policy.

Total fund balance-General Fund	$	88,818
Less:		
Stabilization by State statute		(2,665)
Total available fund balance	$	86,153

II. Stewardship, Compliance, and Accountability

No items to report.

III. Detail Notes on All Funds

A. Assets

Deposits

All the deposits of the Authority are either insured or collateralized by using one of two methods. Under the Dedicated Method, all deposits that exceed the federal depository insurance coverage level are collateralized with securities held by the Authority's agents in these units' names. Under the Pooling Method, which is a collateral pool, all uninsured deposits are collateralized with securities held by the State Treasurer's agent in the name of the State Treasurer. Since the State Treasurer is acting in a fiduciary capacity for the Authority these deposits are considered to be held by the Authority's agents in their names. The amount of the pledged collateral is based on an approved averaging method for non-interest bearing deposits and the actual current balance for interest-bearing deposits. Depositories using the Pooling Method report to the State Treasurer the adequacy of their pooled collateral covering uninsured deposits. The State Treasurer does not confirm this information with the Authority or the escrow agent. Because of the inability to measure the exact amount of collateral pledged for the Authority under the Pooling Method, the potential exists for undercollaterization, and this risk may increase in periods of high cash flows. However, the State Treasurer of North Carolina enforces strict standards of financial stability for each depository that collateralizes public deposits under the Pooling Method. The Authority has no formal policy regarding custodial credit risk for deposits, but relies on the State Treasurer to enforce standards of minimum capitalization for all pooling method financial institutions and to monitor them for compliance. The Authority complies with the provisions of G.S. 159-31 when designating official depositories and verifying

At June 30, 2015, the Authority's deposits had a carrying amount of $86,251 and a bank balance of $86,251. Of the bank balance, all was covered by federal depository insurance.

B. Receivables

Receivables at the government-wide level at June 30, 2015 consisted of occupancy taxes receivable from various entities within the County. All accounts are deemed collectible by management.

C. Liabilities

Risk Management

The Authority does not have employees and does not carry insurance. Camden County performs accounting and other functions on behalf of the Authority, and it's Finance Officer and employees are covered by a fidelity bond. This bond policy is a separate coverage policy issued to cover the Finance Officer for the Authority separate from the County's policy. The Authority does not own any property and does not carry flood insurance.

In accordance with G.S. 159-29, the Finance Director is bonded for $50,000.

D. Occupancy Taxes

Camden County, the primary government, in accordance with State law (S.L. 1998-112), transfers the proceeds of a room occupancy tax of three percent of the gross receipts derived from the rental of any room, lodging, or accommodation furnished by a hotel, motel, inn, tourist camp, or similar place within the County that is subject to sales tax imposed by the State under [G.S. 105-164.4(a) (3)]. This tax is in addition to any State or local sales tax.

IV. Significant Effects of Subsequent Events

Management has evaluated subsequent events through September 28, 2015, the date on which the financial statements were available to be issued.

Individual Fund Statements and Schedules

CAMDEN COUNTY TOURISM DEVELOPMENT AUTHORITY
(A Component Unit of Camden County, North Carolina)
General Fund
Statement of Revenues, Expenditures, and
Changes in Fund Balances -- Budget and Actual
For the year Ended June 30, 2015

	Budget	Actual	Variance Over/Under
Revenues:			
Occupancy taxes	$ 20,000	$ 23,917	$ 3,917
Investment earnings	1,000	655	(345)
Miscellaneous	-	-	-
Total revenues	21,000	24,572	3,572
Expenditures:			
Salaries and Benefits		-	
Tourism-related expenditures		34,378	
Promotions of travel and tourism		1,643	
Administrative		-	
Total expenditures	70,250	36,021	34,229
Revenues over (under) expenditures	(49,250)	(11,449)	37,801
Other financing sources (uses):			
Transfer in from Camden County	-	-	-
Fund balance appropriated	49,250	-	(49,250)
Total other financing sources (uses)	49,250	-	(49,250)
Net change in fund balance	$ -	(11,449)	$ (11,449)
Fund Balance:			
Beginning of year- July 1		100,267	
End of year- June 30		$ 88,818	

Angela Wooten

From: NC
Sent: Tuesday, November 24, 2015 2:06 PM
To: info@camdencountync.gov
Subject: Governor Applauds Assistant Commerce Secretary Dale Folwell for his Public Service

Pat McCrory, Governor *John E. Skvarla, III, Secretary*

NORTH CAROLINA
DEPARTMENT OF COMMERCE

Release: Immediate
Date: November 24, 2015

Contact: Kim Genardo
Phone: (919) 733-3438

Governor Applauds Assistant Commerce Secretary Dale Folwell for his Public Service

Raleigh, N.C. -- Governor Pat McCrory and Commerce Secretary John E. Skvarla, III, announced today that Dale Folwell, assistant secretary at Commerce's Division of Employment Security (DES), would be stepping down from his position effective December 1st.

"Dale has been our point man on long-overdue reforms to the state's unemployment insurance system, and his leadership on those and other important issues has been critical to North Carolina's economic comeback," said Governor McCrory**. "I am grateful for the energy and insight Dale brought to our administration and wish him the best in his next endeavors."**

Folwell was appointed assistant secretary in March of 2013. His responsibilities included overseeing the state's unemployment insurance system, a role that includes all aspects of claim determination, employer account management and legal enforcement of employment security law.

When Folwell assumed his duties at DES, North Carolina's unemployment insurance system owed the federal government approximately $2.5 billion. The system now has a $1 billion surplus and growing. Reform efforts also resulted in significantly decreased wait times at the DES call center, faster disposition of cases and more effective procedures for identifying fraudulent claims.

"Dale's leadership of one of Commerce's largest and most important divisions resulted in improved customer service, the adoption of new technologies, streamlined operations and an estimated collective savings for North Carolina employers of more than $600 million in federal and state taxes over the next year," said Secretary Skvarla.

Prior to arriving at Commerce, Folwell served four terms in the North Carolina House of Representatives, representing Forsyth County. He was elected as the Speaker Pro Tempore of the North Carolina House of Representatives for the 2011-2012 legislative sessions.

"In March of 2013, I wasn't surprised at the broke and broken NC unemployment system," said Folwell. "We immediately went to work to implement, not interpret, the new laws to reform the system. The Governor told us not to rest until every penny of debt was repaid, every phone call was answered, and the backlog resolved. With the courage and creativity of our employees, the administration's confidence, and the new law, we were able to go from bankruptcy to solvency in 30 months. I have loved being a leader of a turnaround team who tore DES apart and correctly put it back together again. An accomplishment is an accomplishment for only as long as it lasts. I'm leaving DES confident that no North Carolina Governor will have to deal with a bankrupt system again."

Commerce Deputy Assistant Secretary Ted Brinn will serve as interim assistant secretary at DES.

You are currently subscribed to pressreleases as: info@camdencountync.gov.
You may unsubscribe to discontinue these mailings.

Camden County Register of Deeds: Tammie Krauss
November, 2015 Daily Deposit

DATE	NC CHILDRI TRUST	NC DOM. VIO. FUND	STATE REV. STAMPS	COUNTY REV. STAMPS	RETIREMEN	AUTO FUND	STATE TREASURY	ROD GENERAL	TOTAL
11/02/15	$ -	$ -	$ -	$ -	$ 4.33	$ 26.06	$ 49.60	$ 208.56	$ 288.55
11/03/15	$ 5.00	$ 30.00	$ 154.35	$ 160.65	$ 3.22	$ 16.47	$ 24.80	$ 135.11	$ 529.60
11/04/15	$ 5.00	$ 30.00	$ 313.11	$ 325.89	$ 5.64	$ 33.10	$ 43.40	$ 258.86	$ 1,015.00
11/05/15	$ -	$ -	$ 46.55	$ 48.45	$ 4.29	$ 28.36	$ 37.20	$ 216.15	$ 381.00
11/06/15	$ -	$ -	$ 222.46	$ 231.54	$ 8.09	$ 50.19	$ 55.80	$ 424.92	$ 993.00
11/09/15	$ -	$ -	$ 416.50	$ 433.50	$ 4.47	$ 27.62	$ 43.40	$ 222.51	$ 1,148.00
11/10/15	$ -	$ -	$ 337.61	$ 351.39	$ 2.71	$ 16.55	$ 24.80	$ 135.99	$ 869.05
11/12/15	$ -	$ -	$ 49.98	$ 52.02	$ 2.22	$ 14.03	$ 18.60	$ 113.15	$ 250.00
11/13/15	$ -	$ -	$ 415.52	$ 432.48	$ 2.60	$ 16.49	$ 18.60	$ 135.31	$ 1,021.00
11/16/15	$ 5.00	$ 30.00	$ -	$ -	$ 1.77	$ 7.47	$ 6.20	$ 67.16	$ 117.60
11/17/15	$ -	$ -	$ 304.78	$ 317.22	$ 6.08	$ 34.91	$ 62.00	$ 301.01	$ 1,026.00
11/18/15	$ -	$ -	$ 318.99	$ 332.01	$ 3.84	$ 23.48	$ 43.40	$ 185.28	$ 907.00
11/19/15	$ -	$ -	$ 13.23	$ 13.77	$ 1.56	$ 7.76	$ 24.80	$ 69.88	$ 131.00
11/20/15	$ -	$ -	$ 330.75	$ 344.25	$ 4.83	$ 26.82	$ 62.00	$ 228.35	$ 997.00
11/23/15	$ -	$ -	$ -	$ -	$ 0.99	$ 5.26	$ 12.40	$ 47.35	$ 66.00
11/24/15	$ -	$ -	$ 392.00	$ 408.00	$ 3.57	$ 24.28	$ 31.00	$ 179.40	$ 1,038.25
11/25/15	$ -	$ -	$ 53.90	$ 56.10	$ 3.60	$ 22.52	$ 37.20	$ 176.68	$ 350.00
11/30/15	$ -	$ -	$ 897.68	$ 934.32	$ 5.99	$ 38.30	$ 62.00	$ 292.61	$ 2,230.90
									$ -
									$ -
									$ -
									0.00
									0.00
									$ -
TOTAL	$ 15.00	$ 90.00	$ 4,267.41	$ 4,441.59	$ 69.80	$ 419.67	$ 657.20	$ 3,398.28	$ 13,358.95

Printed: *12/1/2015*

Ledger Report - Fee Distribution

TAMMIE KRAUSS, REGISTER OF DEEDS

Camden County, NC

11/1/2015 - 11/30/2015

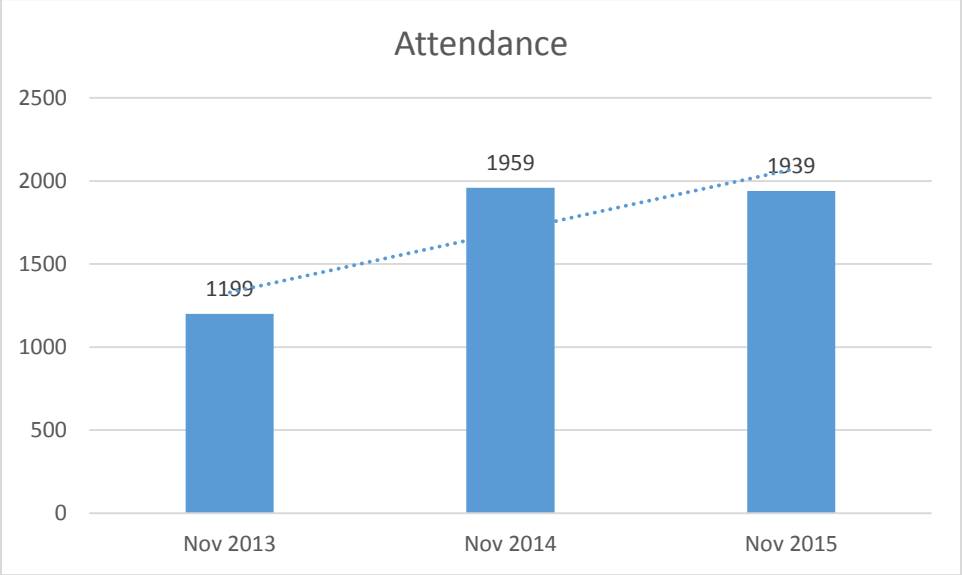
NC Children's Trust Fund	$15.00
NC Domestic Violence Fund	$90.00
State Revenue Stamp	$4,267.41
County Revenue Stamp	$4,441.59
Land Transfer Fee	$0.00
Floodplain Map Fund	$0.00
Supplemental Retirement	$69.80
ROD Automation Fund	$419.67
Dept Of Cultural Resources	$0.00
Vital Records Fund	$0.00
State General Fund	$0.00
State Treasurer Amount	$657.20
ROD General Fund	$3,398.28
Total Distribution For Period	$13,358.95

Cash Total	$496.55
Check Total	$12,862.40
Pay Account Total	$0.00
Overpayment Total	$0.00
Total Deposit For Period	$13,358.95

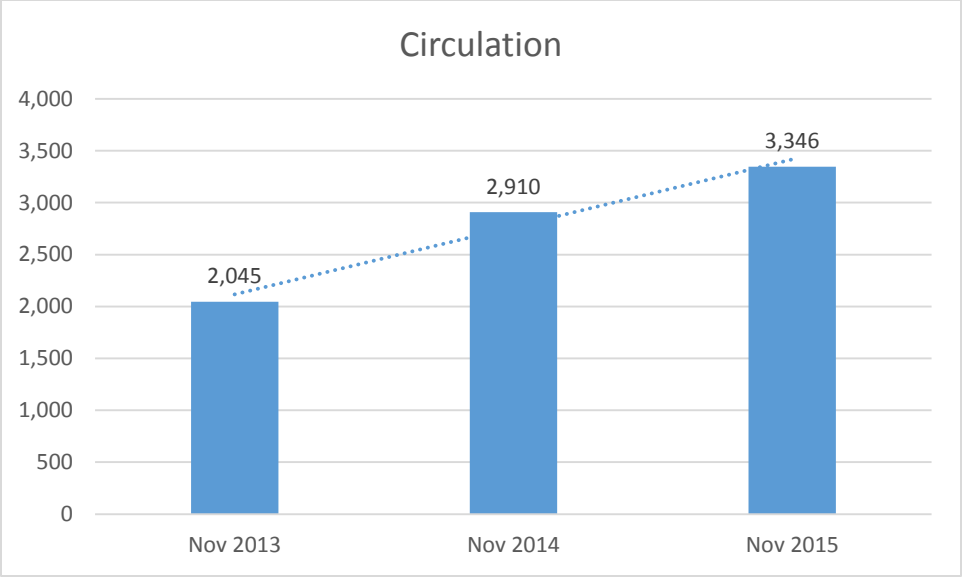
Total Escrow Change	$0.00

Camden County Public Library
November 2015 Statistics

- **Visitor Count:** 1,939
- **Days/Hours Open:** 26/214
- **# Items in Collection:** 12,463 (Opening Day Collection # Items = 4,755)
- **Total Check Outs/Renewals:** 3,346
- **Library Card Holders**: 2,442
- **Computer/ Wireless Use:** 118
- **Juvenile Programs :** 13 programs / 239 attendance
- **Adult Programs :** 3 programs / 17 attendance
- **Meeting Room:** 6 reservations / 58 attendance



Daily attendance for the month of November, compared by year (2013-2015).



Number of library materials checked out in November, compared by year (2013-2015).

Pasquotank-Camden EMS Camden Response Times - October 2015

Times measured are from 0700 to 2100 when at least one ambulance is stationed in Camden

Call Date	Location	En Route	On Scene	Response Time
10/1/2015	916 Sandy Hook Road	11:31	11:43	0:12
10/2/2015	235 Sleepy Hollow Road	8:16	8:25	0:09
	109 Nikkis Lane	16:01	16:08	0:07
	199 Neck Road	20:38	20:51	0:13
10/3/2015	145 Milltown Road	16:27	16:36	0:09
10/4/2015	1044 S 343 Hwy	14:42	14:50	0:08
	454 Trotman Rd	17:38	17:49	0:11
10/5/2015	308 Main Street	12:21	12:25	0:04
10/6/2015	103 Camden Ave	8:04	8:21	0:17
	916 Sandy Hook Road	12:29	12:43	0:14
	141 Taylor's Lane	19:10	19:15	0:05
10/7/2015	916 Sandy Hook Road	11:12	11:26	0:14
	109 Riverview Ave	11:43	11:55	0:12
10/8/2015	109 Sunset Ave	8:25	8:45	0:20
10/9/2015	191 US 158 Hwy	16:03	16:06	0:03
	118 Moprissettes Rd	18:03	18:07	0:04
10/10/2015	140 Keeter Barn Rd	12:10	12:15	0:05
	188 Keeter Barn Rd	17:44	17:48	0:04
10/11/2015	945 Sandy Hook Rd	11:56	12:08	0:12
	103 W US 158 Hwy	17:15	17:20	0:05
	475 Sandy Hook Rd	19:10	19:27	0:17
10/12/2015	103 W 158 Hwy	10:38	10:41	0:03
	N 343/River Bridge	19:01	19:07	0:06
10/13/2015	916 Sandy Hook Rd	7:54	8:10	0:16
	Old Swamp Rd/Stiles Ln	12:40	12:44	0:04
	161 Texas Rd	15:31	15:45	0:14
10/14/2015	393 Ivy Neck Rd	11:28	11:35	0:07
10/15/2015	270 Trafton Rd	12:03	12:08	0:05
	103 W US 158 Hwy	13:51	14:02	0:11
10/16/2015	150 W US 158 Hwy	10:58	11:01	0:03
10/17/2015	274 Belcross Rd	11:41	11:46	0:05
10/17/2015	270 Trafton Rd	19:30	19:40	0:10
10/18/2015	622 Old Swamp Road	8:06	8:14	0:08
	274 Belcross Rd	9:39	9:44	0:05
	384 Ivy Neck Rd	15:22	15:28	0:06
	744 Sandy Hook Rd	20:45	20:57	0:12
10/19/2015	744 Sandy Hook Rd	9:15	9:26	0:11
	916 Sandy Hook Rd	12:22	12:33	0:11
	123 Noblitt Dr	14:58	15:00	0:02
10/20/2015	239 Palmer Rd	15:58	16:04	0:06
	297 Stingy Ln	18:03	18:11	0:08
10/21/2015	152 Milltown Rd	19:16	19:29	0:13
10/22/2015	150 W US 158 Hwy	11:17	11:21	0:04
	137 Country Meadows Dr	16:37	16:51	0:14
10/24/2015	133 Pudding Ridge Road	18:59	19:04	0:05
10/28/2015	916 Sandy Hook Rd	14:21	14:33	0:12
10/29/2015	189 W US 158 Hwy	14:35	14:36	0:01
	137 Baybreeze Dr	15:46	16:03	0:17
	132 Raymons Creek Rd	17:16	17:28	0:12
10/30/2015	207 Riverview Ave	10:58	11:05	0:07
10/31/2015	106 Publo Rd	12:32	12:39	0:07
	260 Belcross Rd	15:26	15:32	0:06
		Camden Average Response Times		**0:08**

Pasquotank-Camden EMS FY 2016 Projections

Month	FY 2016 Call Volume	FY 2016 Collections	FY 2016 Expenditures
July	1019	$202,625	$520,509
August	1065	$235,353	$355,308
September	942	$285,146	$445,030
October	935	$253,499	$365,071
November			
December			
January			
February			
March			
April			
May			
June			
Encumbrances			***$121,855***
FY 2015 Actual Totals	**3961**	**$976,624**	**$1,807,773**
FY 2015 Projections	**10080**	**$2,730,600**	**$4,339,450**
% of projections	*39%*	*36%*	*42%*

Emergency Medical Services Board
Agenda

November 18, 2015

- Approval of Minutes
- EMS Nurse Liaison's Report
- Rescue Squad Report
- Medical Director's Report
- County Manager's Report
    - Pasquotank County
    - Camden County
- EMS Department Report
- New Business
- Closed Session
- Adjournment

Monthly Report
for
October 2015

Ambulance Responses:	MTD 2015-2016	MTD 2014-2015	YTD 2015-2016	YTD 2014-2015	
Total Responses	935	1060	3961	3798	
Camden County	74	77	263	220	
Blackwater	0	0	0	0	
Pasquotank County	651	767	2895	2802	
Albemarle Hospital	210	216	803	776	
Advanced Life Support	300	270	1245	1101	
Basic Life Support	417	559	1854	1919	**Emergency**
Treatment/No Tx	2	6	25	18	**Transports**
Patient Refusal	97	117	396	356	85
Cancelled Enroute	47	39	177	134	
Standby-Event	9	8	30	34	**Non-Emergency**
Standby-Helo			0	0	**Transports**
Standby-Fire	14	8	33	29	252
Mutual Aid	1		4	4	
Miscellaneous	48	53	197	203	
	935	1060	3961	3798	

Accounts Receivable:	MTD		YTD	LYYTD
A/R Beginning Balance	$ 1,790,776.11	+		$ 1,743,535.68
Patient Billings	$ 410,301.40	+	$ 1,711,900.20	$ 1,598,470.80
Refunds	$ 2,849.36	+	$ 6,899.56	$ 6,665.38
Patient Credits	$ 253,499.36	-	$ 976,623.65	$ 909,371.81
Ins. Contract Adj.	$ 118,658.82	-	$ 486,691.36	$ 437,206.54
Write Off's	$ 34,625.09	-	$ 121,893.99	$ 187,704.71
Late PCR's		+		
Adjustment	$ (4,063.45)	+		
A/R Ending Balance	$ 1,793,080.15		**LYMTD**	$ 1,721,726.02

Deposits to Finance Office	$ 178,438.55	+	$ 183,324.96
Recovery from Bad Debt	$ 11.81	-	
Misc. Revenue	$ 111.59	-	
A/R Payment to Finance	$ 75,184.21	+	**Notes:**
Adjustment Added		+	Mileage/Ins adj
Adjustment Subtracted		-	
Total	$ 253,499.36		

EMS Board Minutes
October 14, 2015

The Pasquotank-Camden Emergency Medical Services Board meeting was held on Wednesday, October 14, 2015, at the Pasquotank-Camden EMS Administrative Building.

Ms. Sue Meads called the meeting to order at 2:00 p.m.

Members Present:
Frankie Meads
Jeff Dixon
Garry Meiggs
Sue Meads
Mike Straka (for Sam Furia)

Members Absent:
Chris Ayers (Excused)
Tom White

Others Present:
Michael Renshaw
Rodney Bunch
Jerry Newell
Walter Meads
Nettie Marshall
Deborah Holland
Carla Godwin
Kelly Schweers
Michael Mitchell

The minutes from the September meeting were reviewed. Mr. Jeff Dixon made a motion to accept the minutes. Mr. Frankie Meads seconded the motion. The motion carried.

Sentara Albemarle Medical Center:

- Ms. Kelly Schweers provided handouts which are shown in the attachments regarding data collected from December 2014-August 2015 showing recent initiatives and in-patient updates for the ER.
- Ms. Schweers provided another handout as shown below showing pictures of the new ultrasound (SonoSite) and Glidescope that they have obtained along with ordering ten new stretchers and bed side tables.
- Ms. Schweers reported that they are currently working on Tele-Stroke which is a service used by providers to provide consults to patients through a computer screen.
- They have also been preparing brochures for SAMC Emergency Department.

Rescue Squad:

- Mr. Jerry Newell reported that both the Rescue Squad and PCEMS are working on a 50/50 grant in order to get power stretchers and communication gear.
- They have sent out seventeen letters of intent to members who have not pulled duty in several months.
- 3 new members have been voted in, one being an EMT and the other two are currently working on their certification.
- The two new members who are not currently EMT's will be observing until certification has been obtained.

Medical Director:

- Mr. Mike Straka reported that they continue to work on updating protocols and getting additional training for the trauma classes.

County Managers:

- None

EMS Department:

- Mr. Jerry Newell reported that the new remount (Rescue 6) is in and was picked up several weeks ago.
- Mr. Newell stated that Northwestern Emergency Vehicles has offered $2500 for the chassis that was previously on the remount; it had about a quarter of a million miles on it.
- A motion was made by Mr. Frankie Meads to move forward in the process of locally advertising the chassis for a 10 day period, if nothing is offered greater than the amount Northwestern is willing to offer they will then move forward with selling the chassis to Northwestern. Jeff Dixon seconded the motion, motion was carried.
- A training ambulance donation was made to our EMS System from Northwestern.
- Mr. Newell stated that we will start outfitting the new training ambulance soon.
- The donated ambulance will only be used for training purposes.
- Mr. Newell presented the financial report along with the revenue and expenditure report.
- Mr. Newell also presented a letter of forgiveness for a patient with a balance of one hundred dollars; a decision was then made for the patient to make monthly payments under a forbearance agreement.
- Mr. Newell then made a proposal of moving two permanent part-time positions into two full-time positions with the NET crews since they are already currently working 39 hours a week.
- A motion was made by Mr. Jeff Dixon. Mr. Frankie Meads seconded the motion; the motion was carried.
- Ms. Carla Godwin reported that a few weeks ago the EMS Department had about 4-5 individuals come down from River City Community Development for some work force training and their educator had sent a thank you letter for their services.
- Ms. Godwin also reminded us that the department will be receiving their simulation manikin within the next week.

New Business:

- None

Closed Session:

- None

With no further business to discuss, Mr. Jeff Dixon made a motion to adjourn the meeting. Mr. Gary Meiggs seconded the motion. The motion carried.

The meeting was adjourned at 2:30 p.m. The next EMS Board Meeting is scheduled for Wednesday November 18, 2015 at 2:00 p.m. in the conference room of the EMS Administrative Building.

SENTARA®

HAPPY EMERGENCY NURSES WEEK

October 11-17

	Dec 2014	Jan 2015	Feb 2015	Mar 2015	Apr 2015	May 2015	Jun 2015	Jul 2015	Aug 2015
Volume	4118	3709	3413	3826	3653	3938	3741	3979	3861
Admissions	434	448	420	465	407	435	395	410	417
LWBS	8.0%	4.5%	3.9%	2.5%	1.9%	2.1%	2.3%	1.7%	2.1%
Transfers	84	90	92	108	102	116	94	79	114
Length of Stay-Admitted – median	353	358	321	346	292	304	309	296	291
Length of Stay-Discharged-median	158	161	147	142	132	126	130	132	135
Door to provider-median	33	24	25	20	16	15	14	16	17
In bed to provider-median	3	4	3	3	4	3	3	3	3
Initial contact until care complete-median	75	88	87	87	90	85	86	85	86
Top Box Patient Satisfaction for discharged patients	40.6%	57.1%	56.7%	30.8%	46.4%	54.5%	50.0%	57.9%	46.2%*

*month to date-incomplete data set

Metrics Takeaways

- Slight increase in LWBS rate and significant increase in transfers

- Providers continue to see patients promptly once they are in a bed and time from provider first contact to care complete has remained steady

Recent Initiatives

- Participated as guest in Chamber of Commerce Radio Show WRVS 89.9 FM to promote recent improvements in the Emergency Department and new initiatives at Sentara Albemarle Medical Center

- Met with Port Human Services to foster increased collaboration and enhance outpatient psychiatric care

- Partnering with Virginia Beach as sister hospital to facilitate ED to ED transfers

- Obtained new Ultrasound (SonoSite), Glidescope, and awaiting new stretchers and bedside tables.

- Received our DNV-GL certification

Patient Experience

- Departmental brochures being created for greater patient awareness of ED experience

In-Patient:

- **Step Down Unit:** Has increased to a 40 bed Unit (Ten more beds expected in December)

- **Second Floor:** Has increased to a 34 bed Unit

- **Tele-Stroke:** Working on Gap Analysis and expected tele-stroke evaluations by February

Pumps:

- If you take a pump to transport one of our patients… Please do not leave it at our sister facility if at all possible

Thank You ☺

SENTARA®

SonoSite

Glidescope

Camden County Board of Commissioners
Regular Meeting
October 5th, 2015
7:00 P.M. - Regular Meeting
Historic Courtroom, Courthouse Complex
Camden, North Carolina

The regular meeting of the Camden County Board of Commissioners was held on October 5th, 2015 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

Chairman McLain, Vice Chair Sandra Duckwall and,
Commissioners Garry Meiggs, Clayton Riggs and Tom White

Also attending were County Manager Michael Renshaw, County Attorney John Morrison and Clerk to the Board Angela Wooten. Present for purposes of making a presentation(s) or providing supporting information for agenda items were the following persons: Planning Director Dan Porter, Drainage Engineer Greg Johnson

Regular Session, 7:00 P.M.

Chairman McLain called to order the October 5th, 2015 meeting of the Camden County Board of Commissioners at 7:01 PM.

Invocation and Pledge of Allegiance

Commissioner Tom White gave the invocation and led those present in the Pledge of Allegiance.

Public Comments

_____ of Main St in South Mills came before the board with the following comments:

- *Elizabeth City SPCA is giving dog owners a hard time when the owners try to retrieve their lost dogs and overcharging owners.*

Samuel Nash *of 960 N. Hwy 343 in Camden came before the board with the following comments:*

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- *Elizabeth City SPCA is breaking the law by removing the dog collars.*

_____ *of South Mills came before the board with the following comments:*

- *Cannot afford to pay $108.00 per lost dog.*

Consideration of Agenda

Chairman McLain asked if there were any changes to the agenda. Vice Chairwoman Sandra Duckwall requested to add Item 7.A - ABC Annual Report FY 2014-2015.

Commissioner Clayton Riggs made a motion to approve the agenda as amended. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Old Business

Item 3.A - Student Generation Rates

The APFO Coordinating Committee met on April 16 and recommended changing the Student Generation Rate for tracking impacts of housing development. If approved the new rates will be applied to the beginning of the current school year and carried forward into future years.

Planning Director Dan Porter presented a table showing existing rates versus the rates as calculated from actual development over the last 10 years.

STUDENT GENERATION RATES

	Old Projection		Actual 2003-2014 (641 Houses CO'd)	
	Rate	Students	Students	Rate
Elementary	.2	1282	155	.2418
Middle	.12	76.92	149	.2324
High	.12	76.92	114	.1778
Total	.44	282.04	418	.6521

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These rates were recommended to the Board of Commissioners on June 1, 2015 at which time the Commissioners asked for additional information related to analysis for various time frames.

Staff recommended the board approve the new student generation rates as follows;

Grandy	*0.29*
Intermediate	*0.18*
Middle	*0.07*
High	*0.13*
Total	***0.67***

Commissioner Clayton Riggs made a motion to approve the rates as presented by staff. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Public Hearings

Item 4.A - Storm water Drainage Design Manual

Commissioner Garry Meiggs made a motion to go into public hearing for the Stormwater Drainage Design Manual at 7:20 PM. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Planning Director Dan Porter introduced Drainage Engineer Greg Johnson. Mr. Johnson presented the draft Stormwater Design Drainage Manual and gave a detailed presentation to the board.

Public Comments

_____ - South Mills

- *River level is higher than land and states this design plan will not work*

Mark Bissell – A developer working in Camden

- *Appreciates his comments from March were addressed*
- *Tough Manual but will serve the county well*

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Brian Lannon - Japonica Drive. In Camden

- *The manual needs to be a dynamic document that changes as our needs change*
- *Land owners need to think in terms of Community Solutions*

County Attorney John Morrison added that no action is required as this is a public hearing.

Chairman McLain asked if there were any further comments from the public regarding this issue. Hearing none, he called for a motion to close the public hearing.

Commissioner Tom White made a motion to close the public hearing at 8:05 PM. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

New Business

Item 5.A - Comprehensive Transportation Plan Amendment

Nazia Sarder of NCDOT Transportation Planning Department explains the amendment of Camden's Transportation plan she is requesting the board approve.

A Comprehensive Transportation Plan is a 30 year plan that includes highway, rail, transit, bike and pedestrian. Both the Camden and Currituck County Comprehensive Transportation Plans have been recommended by the Transportation Planning Branch to be amended. The major change made is the inclusion of an East-West Connector Road for both Camden and Currituck counties. The proposed project (East-West Connector, Local ID: CURR0010-H/CAMD0006-H) is to construct a 4-lane undivided boulevard on a new location in Moyock from NC 168 near the Virginia line in Currituck County to US 17 in northern Camden County. This project has impacted the route of the proposed NC 168 Bypass in Currituck County, which has been moved from south of SR 1217 to the East West Connector. Changes were made to the narrative of the Ponderosa Drive Upgrade (CAMD0007-H) in Camden County. There are also updates to the Bicycle section of the CTP problem statement for both counties. These updates were incorporated from the Albemarle Regional Bicycle Plan.

She presents the updated highway maps for Camden and Currituck's Comprehensive Transportation Plans.

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Commissioner Tom White made a motion to approve Resolution No. 2015-10-02 amending Camden's Comprehensive Transportation Plan as presented. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Resolution No. 2015-10-02

Adopting a Comprehensive Transportation Plan Addendum
For Camden County, North Carolina

WHEREAS, *Camden County and the Transportation Planning Branch, North Carolina Department of Transportation actively worked to develop a comprehensive transportation plan addendum for Camden County; and*

WHEREAS, *the County and the Department of Transportation are directed by North Carolina General Statutes 136-66.2 to reach agreement for a transportation system that will serve present and anticipated volumes of traffic in the County; and*

WHEREAS, *it is recognized that the proper movement of traffic within and through Camden County is a highly desirable element of the comprehensive plan for the orderly growth and development of the County; and*

WHEREAS, *after full study of the plan, and following a public hearing held by Camden County, the Board of Commissioners feels it to be in the best interest of the County to adopt an addendum to the previously adopted comprehensive transportation plan pursuant to General Statutes 136- 66.2;*

NOW THEREFORE, BE IT RESOLVED: *that the Camden County Comprehensive Transportation Plan addendum be approved and adopted as a guide in the development of the transportation system in Camden County and the same is hereby recommended to the North Carolina Department of Transportation for its subsequent adoption.*

ADOPTED, *this the 5th day of October 2015.*

Item 5.B - Great Dismal Swamp 9 Ball Classic

"Jimmy" Cartwright, a property owner in Camden County on 343 and Whitehall Shores Rd. owns and operates "Colonial Cues" in Elizabeth City, NC.

Mr. Cartwright comes to the board to inform Camden about the "Great Dismal Swamp 9 Ball Classic" that will be held on October 23rd & 24th in his pool hall. This major tournament will feature 16 of the world's greatest pool players including players from Greece, Spain, Philippines, London and Canada. He hopes that this tournament will

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prove to bring an even larger event next year and become an annual or semiannual event. It will bring tourist from VA., Outer Banks, Delaware, and all over the US.

Restaurants, service stations and motels in the surrounding areas will profit from the traffic. The reason we expect so many people in the area is because we have the world champions playing here. "Shane Van Boening" and other Pros like Tommy Kennedy, Mike Gulyassy, Alex Kazakis of Greece, Oscar Dominguez of California, Imran Majid of London, Josh Brothers and many more which are the world's best.

All sponsors will have a banner posted on the wall of our shop for one year. Plus the event will be televised by InsidePOOLtv for a year which will be seen around the world.

As you know an event of this type requires a lot of time and sponsors and I will appreciate anything our county can help with. Hopefully this will attract more tourists from out of town to the Camden County Visitors Center in connection to the Great Dismal Swamp.

Commissioner Clayton Riggs suggests that the Mr. Cartwright present his request to Camden's Tourism Development Authority.

No Action Taken

Item 5.C - Surplus Property Resolution

Finance Officer Stephanie Humphries presented Resolution No. 2015-10-01 to authorize County Manager to dispose of surplus property per GS 160A-266 with report to board. Both resolution and statute have been attached. This procedure, while still allowing for board review of all sales, will expedite disposal of surplus property. This resolution applies only to county personal property such as vehicles, office equipment, etc., not real property or property seized/confiscated by Law Enforcement.

Commissioner Clayton Riggs made a motion to approve Resolution No. 2015-10.01. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

RESOLUTION No. 2015-10-01

AUTHORIZING COUNTY MANAGER TO DISPOSE OF SURPLUS PERSONAL PROPERTY IN ACCORDANCE WITH G.S. 160A-266

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WHEREAS, *G.S 160A-266 provides authority for the governing body to delegate to the County Manager the authority to declare surplus any personal property with a value up to thirty thousand dollars ($30,000) for any one item or group of items, to set its fair market value, and to convey title to the property for the county in accord with the regulations; and*

WHEREAS, *the Camden County Commissioners have determined it to be in the best interest of the Unified Government of Camden County to delegate to the County Manager the authority to dispose of surplus personal property in accordance with G.S. 160A-266 as amended.*

NOW, THEREFORE, BE IT RESOLVED *by the Camden County Commissioners, Camden County, North Carolina that the County Manager is hereby authorized to:*

SECTION 1 *- Establish regulations designed to secure for the county fair market value for all property disposed of and to accomplish the disposal efficiently and economically.*

SECTION 2 *- Declare as surplus, personal property valued at less than $30,000 for any one item or group of items, set its fair market value and present to the board for consent to the disposal of such by any means appropriate to obtain fair market value in accordance with G.S. 1060-266 as amended.*

SECTION 3 *- Keep a record of all property sold and that record shall generally describe the property sold or exchanged, to whom it was sold, or with whom exchanged, and the amount of money or other consideration received for each sale or exchange.*

Adopted this 5th day of October, 2015.

Consent Agenda

Commissioner Garry Meiggs made a motion to approve the consent agenda as presented. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Consent Agenda
Item 6.A - Draft Minutes – August 3rd, 2015

Consent Agenda
Item 6.B - Budget Amendments – BA006

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, 2016.*

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

Account Number		***Increase***	***Decrease***
105450-502000	*Salaries*	*$1,224*	
105450-545000	*Contracted Services*		*$1,000*
105450-557000	*Miscellaneous*		*$ 224*

This Budget Amendment is made to increase the salaries budget for Public Works Director's certification at 2% increase per Personnel Policy. Per the FY 15-16 Budget Ordinance, no amendment may be made to the Salaries line without board approval.

This will result in a decrease of $0 in 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 October, 2015.

Consent Agenda
Item 6.C - Operation Santa Claus

Caswell Developmental Center has been enhancing the quality of life for persons with intellectual and developmental disabilities and their families since opening its doors in 1914. We look forward to continuing our tradition of spreading Christmas cheer and hope that you will join us by making a $75.00 contribution to our 2015 Operation Santa Claus Project.

Consent Agenda
Item 6.D - 2015 Breaking the Silence - Proclamation

County of Camden, North Carolina "Breaking the Silence" On Domestic Violence Day

WHEREAS, *in recognition of* ***National Domestic Violence Awareness Month****, and*

WHEREAS*, Mothers on A Mission Domestic Violence Organization is committed to "Breaking the Silence" On Domestic Violence in the state of North Carolina, and*

WHEREAS*, between January 2009 and December 2014 there were 411 Domestic Violence Homicides in the state of North Carolina, and*

WHEREAS*, Ninety-five (95) of those homicide victims were under the age of 25 years old, and*

WHEREAS*, out of the 95 homicide victims under the age of 25 years old, 29 were under the age of 16 years old, and*

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***WHEREAS**, out of the 411 homicide victims, 34 were over the age of 60 years old, and*

***WHEREAS**, one hundred of those homicides resulted in Murder/Suicides, and*

***WHEREAS**, eighty-two of the 100 counties in North Carolina were affected by domestic violence homicides, and*

***WHEREAS**, fifty-four of the perpetrators were females and 280 were males, and*

***WHEREAS**, one hundred and twenty-four of the victims were murdered by their spouse, and*

***WHEREAS**, five of the victims were On-Duty Law Enforcement Officers, and*

***WHEREAS**, one hundred and twenty-eight of the victims were murdered by their boyfriend/girlfriend, and*

***WHEREAS**, twenty-three of the victims were murdered by "EX" of their current girlfriend/boyfriend, and*

***WHEREAS**, one hundred and nine of the perpetrators were males under the age of 35 years old and fifteen were females under the age of 35 years old, and*

***WHEREAS**, North Carolina endured an average of 68.66 Domestic Violence Homicides each year for the past six years, and*

***WHEREAS**, Mothers On A Mission Domestic Violence Organization will dedicate Saturday October 31st, 2015 to "BREAKING The SILENCE" On Domestic Violence in our state by setting up educational workshops and booths to distribute informative information to the public, radio and television interviews;*

***NOW, THEREFORE, BE IT RESOLVED**, that the County of Camden hereby officially proclaim Saturday October 31st, 2015 as North Carolina "BREAKING THE SILENCE" on Domestic Violence Day*

***IN WITNESS WHEREOF,** I HAVE HERE UNTO SET MY HAND AND CAUSED TO BE AFFIXED THE SEAL Of The County of Camden, North Carolina.*

THIS THE 5th DAY OF OCTOBER, 2015

Commissioner's Report

Vice Chairwoman Sandra Duckwall read the ABC Annual Report for FY 2014-2015

Annual County ABC Report for Camden County

Per GS 18B-805(h) since East Carolina Behavioral Health (ECBH) received Alcoholism (ABC) Funds from your county, we are required to provide an annual report to the board of county commissioners describing how the funds were spent. Listed below please find the annual contribution from your county in addition to a brief description of the expenditures that were paid from July 1, 2014 to June 30, 2015.

ABC Revenue Received FY 14-15: $ 4,077

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**Expenditures related to the above revenue FY 14-15: $ 89,533*

Unduplicated Number of Consumers in your county who received these SA services: 145

Description of ABC expenditures: County ABC funds were spent for the treatment of alcoholism or substance abuse. These funds were paid to providers who contracted with ECBH to provide substance abuse treatment to consumers with an address in your county. Services provided include but are not limited to the below:

- *Assessment/evaluation*
- *Outpatient treatment and counseling, including face to face and tele psychiatry and both individual and group*
- *Mobile Crisis*
- *Substance Abuse Intensive Outpatient Therapy*
- *Facility Based Crisis*
- *Opioid Treatment*

**Denotes ABC and State funds paid for services for consumers residing in Camden County with substance abuse diagnosis. This does NOT include Medicaid funds paid for the same.*

Chairman McLain commented on the following:

- *5k - Dismal Dash this weekend*
- *The Parks and Recreation Bike Event has been rescheduled for November 7th*
- *SPCA Rabies Clinic behind the Camden County Administration Building on October 24th from 3:00 PM – 5:00 PM*
-

Commissioner Clayton Riggs reported the following

- *Attended the Collage of the Albemarle's "All that Glitters" Gala*

Commissioner Garry Meiggs reported the following

- *Attended the NCACC State Executive Board meeting*

<u>County Manager's Report</u>

County Manager Mike Renshaw had the following items to report:

- *Informs the board of the hard work put in preparation of the hurricane. He thanks the maintenance department for preparing the County Facilities,, Parks and Recreation for moving and securing outdoor county property, and to Christie Saunders Emergency Management for providing hurricane updates on the hour every hour.*

DRAFT

Recess Commissioner's Meeting

SOUTH CAMDEN WATER & SEWER DISTRICT
BOARD OF DIRECTORS

Call to Order

Chairman McLain called to order the October 5th, 2015 meeting of the South Camden Water and Sewer District Board of Directors, at 8:30 PM.

Public Comments

Commissioner Clayton Riggs notes the hard work of the Public Works Department is noticeable.

Consideration of Agenda

Commissioner Tom White made a motion to accept the agenda as presented. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

New Business - None

Consent Agenda

Commissioner Garry Meiggs made a motion to approve the Consent Agenda as presented. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

A. *Draft Minutes – August 3rd, 2015*

B. *SCWSD – Monthly Report*

Monthly Work Order Statistics Report
Period: September 2015

	Submitted	Completed	Percentage	Incomplete

	Work Orders	*Work Orders*	*Completed*	*Work Orders*
Water Collection/Distribution	*343*	*343*	*100%*	*0*
Sewer	*15*	*15*	*100%*	*0*

Water Line: 34
Sewer Line: 15
Water & Sewer, same ticket: 3

***Public Works Director Notes/Comments**: Have reviewed ten work orders this month to ensure work was completed and documented.*

Adjourn

Chairman Michael McLain asked if there were any other matters to come before the South Camden Water and Sewer District Board of Directors, hearing none, Chairman McLain adjourned the South Camden Water and Sewer District Board of Directors meeting and reconvened the Camden County Board of Commissioners Meeting at 8:35PM.

Reconvene Commissioner's Meeting

Information from Board and Staff

The following items were provided to the Board for their information, and a copy of these items is maintained in the Clerk's office.

- *Budget Transfers*
- *Legislative Bulletin - Sept. 25, 2015*
- *NC Main Street Center Creates Jobs*

Meeting Adjourned

At 8:36 PM, Chairman Michael McLain asked if there were any other matters to come before the Board of Commissioners, hearing none, and by acclamation the meeting was adjourned.

DRAFT

Chairman Michael McLain
Camden County Board of Commissioners

ATTEST:

Angela L. Wooten
Clerk to the Board

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