



**CAMDENCOUNTY**

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**BOARD  
OF  
COMMISSIONERS**

**July 09, 2018  
7:00 PM**

*This agenda is only a tentative schedule of matters the Commissioners may address at their meeting and all items found on it may be deleted, amended or deferred. The Commissioners may also, in their absolute discretion, consider matters not shown on this agenda.*

*Special accommodations for the disabled who attend public meetings can be made by contacting the Clerk to the Board 24 hours in advance at 252-338-6363, Ext. 100.*

**Please turn Cell Phone ringers off during the meeting.**

## **Agenda**

**Camden County Board of Commissioners  
BOC - Regular Meeting  
July 09, 2018  
7:00 PM  
Historic Courtroom, Courthouse Complex**

### **Welcome & Call to Order**

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

Rev. Boyce Porter

#### **ITEM 1. Public Comments**

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

#### **ITEM 2. Conflict of Interest Disclosure Statement**

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

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

1. Dwight Decoskey - Albemarle Hopeline, Inc.

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

### **Reconvene Board of Commissioners**

#### **ITEM 5. Old Business (For discussion and possible action)**

- A. Opioid Litigation

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

- A. Tax Report - May 2018

- B. Resolution Regarding HB 630 Required Agreement - DHHS
- C. Ordinance 2018-07-01 - Chapter 70, Camden County Code of Ordinances

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

- 1. Library Board of Trustees - Angel Boily
- 2. Voting Delegate Designation - NCACC Annual Conference

**ITEM 8. Consent Agenda**

- A. BOC Minutes - June 4, 2018
- B. School Budget Amendments
- C. Tax Collection Report - May 2018
- D. Pickups, Releases & Refunds
- E. Vehicle Refunds Over \$100.00
- F. DMV Monthly Report
- G. Surplus Property - Sheriff's Office
- H. Yacht Club Lease Amount
- I. Ten County Irrevocable Trust Amendment - Name Change
- J. County Manager - Contractual Pay Increase

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

- A. FY 17-18 Year to Date Finance Report
- B. Register of Deeds
- C. Community Advisory Committee - Quarterly Report

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

**ITEM 11. Commissioners' Reports**

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

**ITEM 13. Adjourn**



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

**Presentations**

**Item Number:** 4.1  
**Meeting Date:** July 09, 2018  
**Submitted By:** Karen Davis, Clerk to the Board  
Administration  
Prepared by: Karen Davis

**Item Title** Dwight Decoskey - Albemarle Hopeline, Inc.

**Attachments:**

**Summary:**

Dwight Decoskey, new Executive Director/CEO of Albemarle Hopeline, Inc. will introduce himself to the Board and make a brief presentation.



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

**Old Business**

**Item Number:** 5.A  
**Meeting Date:** July 09, 2018  
**Submitted By:** Karen Davis, Clerk to the Board  
Administration  
Prepared by: Karen Davis

**Item Title**                      **Opioid Litigation**

**Attachments:**

**Summary:**

Based on previous information presented, the Board will discuss whether or not Camden County will enter into the opioid litigation.



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

**New Business**

**Item Number:** 6.A  
**Meeting Date:** July 09, 2018

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

**Item Title** **May Monthly Tax Report**

**Attachments:** 20180703095539527.pdf (PDF)

**Summary:** May Monthly Tax Report

**Recommendation:** Review and approve

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

**OUTSTANDING TAX DELINQUENCIES BY YEAR**

<b><u>YEAR</u></b>	<b><u>REAL PROPERTY</u></b>	<b><u>PERSONAL PROPERTY</u></b>
2017	171,912.19	4,812.05
2016	45,939.57	2,690.49
2015	20,048.75	1,327.26
2014	16,291.62	1,414.83
2013	11,307.87	5,381.75
2012	8,238.20	8,200.20
2011	5,324.82	6,587.17
2010	4,244.84	4,982.86
2009	3,978.27	4,678.37
2008	3,795.46	5,094.46

TOTAL REAL PROPERTY TAX UNCOLLECTED	291,081.59
TOTAL PERSONAL PROPERTY UNCOLLECTED	45,169.44
TEN YEAR PERCENTAGE COLLECTION RATE	99.52%
COLLECTION FOR 2018 vs. 2017	20,352.12 vs. 30,755.30

**LAST 3 YEARS PERCENTAGE COLLECTION RATE**

2017	97.49%
2016	99.27%
2015	99.68%

**THIRTY LARGEST UNPAID ACCOUNTS**

SEE ATTACHMENT "A"

**THIRTY OLDEST UNPAID ACCOUNTS**

SEE ATTACHMENT "B"

Attachment: 20180703095539527.pdf (2099 : Tax Report - May 2018)

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

39 NUMBER DELINQUENCY NOTICES SENT

23 FOLLOWUP REQUESTS FOR PAYMENT SENT

0 NUMBER OF WAGE GARNISHMENTS ISSUED

9 NUMBER OF BANK GARNISHMENTS ISSUED

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

0 NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)

0 PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF  
TAX ADMINISTRATOR

0 NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO  
COUNTY ATTORNEY

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

0 REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS

0 NUMBER OF JUDGMENTS FILED

Attachment "A"  
Real

Roll	Parcel Number	Unpaid Amount	YrsDltg	Taxpayer Name	City	Property Address
R	02-8934-01-17-4778.0000	11,330.23	1	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	01-7989-00-01-1714.0000	8,748.30	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8934-01-18-6001.0000	6,110.48	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
R	03-8859-00-45-2682.0000	4,945.29	10	SEAWARK INC.	SHILOH	HOLLY RD
R	02-8937-00-50-8036.0000	4,530.96	1	CLEVELAND WALSTON LE	CAMDEN	187 HERMAN ARNOLD RD
R	01-7989-04-51-8805.0000	4,279.48	1	VARAHI PROPERTY MANAGEMENT LLC	SOUTH MILLS	202 MAIN ST
R	01-7998-01-08-6797.0000	3,803.07	1	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	03-8961-00-68-3593.0000	3,624.69	2	SECRETARY OF VETERANS AFFAIRS	SHILOH	169 RAYMONS CREEK RD
R	02-8935-04-63-0820.0000	3,522.65	1	BELCROSS PROPERTIES, LLC	CAMDEN	197 158 US E
R	02-8936-00-81-9147.0000	3,418.96	2	JUDITH TILLET	CAMDEN	190 RUN SWAMP RD
R	03-8972-00-54-4332.0000	3,204.21	1	GILBERT WAYNE OVERTON &	SHILOH	1330 343 HWY S
R	01-7997-00-75-4295.0000	3,012.56	1	JACKIE E BAILEY	SOUTH MILLS	100 ROBIN CT W
R	03-8859-00-16-2671.2425	2,997.48	1	SPRING LOTUS LLC	SHILOH	141 EDGEWATER DR
R	01-7090-00-64-6040.0000	2,893.88	1	LINTON RIDDICK	SOUTH MILLS	129 LILLY RD
R	02-8923-00-19-3774.0010	2,823.66	6	WILLIAM CONOVER	CAMDEN	431 158 US W
R	02-8935-02-66-7093.0000	2,805.56	1	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	03-8962-00-05-0472.0000	2,730.38	1	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	02-8945-00-41-2060.0000	2,584.79	1	LASALLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	02-8934-01-18-8282.0000	2,582.04	1	BRIDGET CARTWRIGHT JOHNSON	CAMDEN	144 158 US W
R	03-8971-00-54-7373.0000	2,422.25	1	DWAYNE HARRIS	SHILOH	125 ONE MILL RD
R	01-7080-00-53-1141.0000	2,405.66	1	EDWARD A ROSA SR	SOUTH MILLS	188 KEETER BARN RD
R	02-8934-01-29-4617.0000	2,265.20	1	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	01-7988-00-91-0179.0001	2,126.56	10	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	108 CAMDEN AVE
R	03-8943-04-93-8214.0000	2,116.86	10	L. P. JORDAN HEIRS	SHILOH	110 158 US W
R	02-8934-01-29-4776.5853	2,084.96	1	C. RUSSELL HASTINGS JR.	CAMDEN	144 CULPEPPER RD
R	01-7080-00-19-4673.0000	2,082.95	1	LEONARD UMBERGER	SOUTH MILLS	117 OTTERS PL
R	01-7080-00-62-1977.0000	2,062.78	8	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	176 PUDDING RIDGE RD
R	01-7999-00-46-1105.0000	2,061.97	1	LINDA EASON COLSON	SOUTH MILLS	379 OLD SWAMP RD
R	01-7999-00-78-4680.0000	2,060.05	2	BERTHA MARLENE GARRETT	SOUTH MILLS	253 SLEEPY HOLLOW RD
R	02-8935-01-08-8786.0000	1,959.03	1	LINWOOD GREGORY	CAMDEN	

Delinquencies Top-30 Unpaid

07/03/18 09:22:24

Attachment "B"

Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	8,748.30	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	10	4,945.29	SEAMARK INC	SHILOH	HOLLY RD
R	01-7988-00-91-0179.0001	10	2,126.56	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8943-04-93-8214.0000	10	2,116.86	L. P. JORDAN HEIRS	SHILOH	
R	03-8952-00-95-8737.0000	10	1,955.58	AUDREY TILLET	SHILOH	108 CAMDEN AVE
R	01-7999-00-32-3510.0000	10	1,797.88	LEAH BARCO	SOUTH MILLS	171 NECK RD
R	01-7999-00-12-8596.0000	10	1,733.11	MOSES MITCHELL HEIRS	SOUTH MILLS	195 BUNKER HILL RD
R	01-7989-04-60-1568.0000	10	1,056.42	EMMA BRITE HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1954.0000	10	1,030.78	CHRISTINE RIDDICK	SOUTH MILLS	116 BLOODFIELD RD
R	03-8962-00-50-0273.0000	10	883.88	DAISEY WILLIAMS BURNHAM	SHILOH	109 BLOODFIELD RD
R	01-7090-00-60-5052.0000	10	757.21	JOE GRIFFIN HEIRS	SOUTH MILLS	RAYMONS CREEK RD
R	02-8955-00-13-7846.0000	10	592.68	MARIE MERCER	CAMDEN	117 GRIFFIN RD
R	02-8936-00-24-7426.0000	10	576.45	BERNICE PUGH	CAMDEN	IVY NECK RD
R	03-8980-00-61-1968.0000	10	249.67	WILLIAMSBURG VACATION	CAMDEN	113 BOURBON ST
R	01-7090-00-95-5262.0000	10	244.56	JOHN F. SAWYER HEIRS	SHILOH	CAMDEN POINT RD
R	03-9809-00-45-1097.0000	10	202.56	MICHAEL OBER	SHILOH	OLD SWAMP RD
R	03-8899-00-37-0046.0000	10	157.01	ELIZABETH LONG	SHILOH	CAMDEN POINT RD
R	03-9809-00-17-2462.0000	10	141.58	TODD ALLEN RIGGS	SHILOH	CENTERPOINT RD
R	01-7080-00-62-1977.0000	9	2,062.78	SANDERS CROSSING OF CAMDEN CO	SHILOH	HIBISCUS
R	03-9809-00-24-6322.0000	9	550.77	DAVID B. KIRBY	SOUTH MILLS	LITTLE CREEK RD
R	03-8980-00-84-0931.0000	8	187.90	CARL TEUSCHER	SHILOH	117 OTTERS PL
R	01-7998-01-08-6797.0000	7	3,803.07	EDWARD E. HARRIS JR.	SHILOH	499 SAILBOAT RD
R	03-8962-00-04-9097.0000	7	1,856.31	CECIL BARNARD HEIRS	SOUTH MILLS	218 BROAD CREEK RD
R	03-8990-00-64-8379.0000	7	1,792.39	CHRISTOPHER FROST-JOHNSON	SHILOH	NECK RD
R	02-8935-01-07-0916.0000	7	574.95	ROSETTA MERCER INGRAM	CAMDEN	LITTLE CREEK RD
R	03-8962-00-70-7529.0000	7	512.66	MARY SNOWDEN	SHILOH	227 SLEEPY HOLLOW RD
R	01-7989-04-90-0938.0000	7	453.61	DORIS EASON	SOUTH MILLS	WICKHAM RD
R	03-8962-00-60-7648.0000	7	281.11	FRANK WRIGHT ETAL	SHILOH	1352 343 HWY N
R	02-8954-00-97-4350.0000	7	280.89	GEORGE SHAW	SHILOH	WICKHAM RD N
R	02-8936-00-81-9147.0000	6	3,418.96	JUDDITH TILLET	CAMDEN	190 RUN SWAMP RD

07/03/18 09:05:28

Delinquencies Top-30 Oldest

Attachment "A"  
Personal

Roll	Parcel Number	Unpaid Amount	YrsDltg	Taxpayer Name	City	Property Address
P	0001709	2,003.83	9	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001538	866.88	10	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001046	764.04	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	748.98	7	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001476	706.41	1	MIKE TAYLOR	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001072	648.76	9	PAM BUNDY	SHILOH	105 AARON DR
P	0002194	516.98	3	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	00001827	483.28	6	KAREN BUNDY	CAMDEN	431 158 US W
P	0000295	412.03	1	HENDERSON AUDIOMETRICS, INC.	CAMDEN	158 HWY E
P	0001230	411.11	6	JAMES NYE	SOUTH MILLS	330 158 HWY W
P	0001681	312.08	6	STEVE WILLIAMS	CAMDEN	101 ROBIN CT W
P	0001694	288.99	6	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001693	261.90	9	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001106	253.06	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	HWY W
P	0001104	242.20	1	MICHAEL & MICHELLE STONE	CAMDEN	617 MAIN ST
P	0001952	238.91	6	SANDY BOTTOM MATERIALS, INC	CAMDEN	107 RIDGE ROAD
P	0001638	210.76	1	ERIC JASON WOODARD	SOUTH MILLS	319 PONDEROSA RD
P	0000486	205.60	1	LAMBS OF CAMDEN	SOUTH MILLS	612 MAIN
P	0000905	204.42	3	KEVIN & STACY ANDERSON	CAMDEN	HWY 158 W
P	0000846	201.12	1	TOAN TRINH	SHILOH	111 AARON DR
P	0002442	200.37	2	GERALD WHITE STALLS JR	SHILOH	229 SAILBOAT RD
P	0001546	189.57	1	GEORGE ROWLAND	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0000297	182.53	1	ADAM D. & TRACY J. W. JONES	CAMDEN	431 158 US W
P	0001573	177.05	9	THOMAS PHILLIP WINSLOW	CAMDEN	133 WALSTON LN
P	0002886	170.36	6	GEORGE LINWOOD POWELL	CAMDEN	158 HWY W
P	0000248	159.99	10	ROBERT H. OWENS	CAMDEN	177 SANDHILLS RD
P	0001250	157.47	1	MICHELE LEE TAYLOR-DUKE	A STREET	
P	0000543	152.90	1	TRACY I OF CAMDEN	SOUTH MILLS	108 BINGHAM RD
P	0000945	145.98	3	RAMONA F. TAZEWELL	CAMDEN	143 158 US W
P	0000025	144.52	1	SCOTT C. ANKNEY	CAMDEN	239 SLEEPY HOLLOW RD
					SOUTH MILLS	264 BINGHAM RD

07/03/18 09:06:03

Delinquencies Top-30 Unpaid

Attachment "B"

Personal

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001538	10	866.88	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001046	10	764.04	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	10	748.98	LESLIE ETHERIDGE JR	CAMDEN	
P	0001072	10	648.76	PAM BUNDY	SHILOH	
P	0001106	10	253.06	JAMI ELIZABETH VANHORN	SOUTH MILLS	105 AARON DR
P	0000248	10	159.99	ROBERT H. OWENS	CAMDEN	617 MAIN ST
P	0001540	10	120.95	DAVID LUKE	ELIZABETH CITY	A STREET
P	0001709	9	2,003.83	JOHN MATTHEW CARTER	CAMDEN	CAMDEN CAUSEWAY
P	0001693	9	177.05	ALLIANCE NISSAN	CAMDEN	158 HWY
P	0000316	9	177.05	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0001827	9	115.56	JAMES P. JONES	CAMDEN	158 HWY W
P	0001722	8	483.28	KAREN BUNDY	CAMDEN	431 SANDHILLS RD
P	0001639	7	140.55	JANET LEARY	CAMDEN	158 US W
P	0001230	7	123.29	CAREY FARMS, INCORPORATED	SOUTH MILLS	LINTON ROAD
P	0001681	6	411.11	JAMES NYE	SOUTH MILLS	202 SHARON CHURCH
P	0001694	6	312.08	STEVE WILLIAMS	CAMDEN	101 ROBIN CT W
P	0001952	6	288.99	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0002886	6	238.91	SANDY BOTTOM MATERIALS, INC	CAMDEN	150 158 HWY W
P	0001740	6	170.36	GEORGE LINWOOD POWELL	SOUTH MILLS	319 PONDEROSA RD
P	0002194	6	109.23	JASON & KEVIN WORDEN	CAMDEN	177 SANDHILLS RD
P	0001638	5	516.98	MORGAN ROBERSON	SOUTH MILLS	STILES LANE
P	0000905	3	210.76	ERIC JASON WOODARD	SHILOH	849 SANDY HOOK RD S
P	0001250	3	204.42	KEVIN & STACY ANDERSON	SOUTH MILLS	612 MAIN
P	0000945	3	157.47	MICHELE LEE TAYLOR-DUKE	SHILOH	111 AARON DR
P	0001476	3	145.98	RAMONA F. FAZEWELL	SOUTH MILLS	108 BINGHAM RD
P	0000295	2	706.41	MIKE TAYLOR	CAMDEN	239 SLEEPY HOLLOW RD
P	0000466	2	412.03	HENDERSON AUDIOMETRICS, INC.	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0000846	2	205.60	LAMBS OF CAMDEN	CAMDEN	330 158 HWY E
P	0000385	2	201.12	TOAN TRINH	CAMDEN	152 HWY 158 W
P		2	121.17	MARK SANDERS OVERMAN	SHILOH	229 SAILBOAT RD
P		2			SHAWBORO	116 GARRINGTON ISLAND

07/03/18 09:06:03

Delinquencies Top-30 Oldest



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

**New Business**

**Item Number:** 6.B  
**Meeting Date:** July 09, 2018  
**Submitted By:** Craig Patterson, Social Services Director  
 Social Services  
 Prepared by: Karen Davis

**Item Title** **Resolution Regarding HB 630 Required Agreement - DHHS**

**Attachments:** DSS Resolution (DOCX)

**Summary:**

In response to the MOU between DHHS and Camden County, which was approved at the June 21, 2018 meeting of the Board of Commissioners, the Board will review the Resolution Regarding HB 630 Required Agreement between the NC Department of Health & Human Services and Camden County, NC and the Camden County Department of Social Services.

**Recommendation:**

Review and adopt resolution.



**Resolution Regarding HB 630 Required Agreement  
Between the North Carolina Department of Health and Human Services and  
Camden County, North Carolina and the Camden County Department of Social Services**

WHEREAS, pursuant to N.C. Gen. Stat., 108A-74, an Act of the North Carolina General Assembly, an agreement by the county and Department of Health and Human Services shall be entered into annually; and

WHEREAS, this agreement is officially considered a Memorandum of Understanding (aka MOU); and

WHEREAS, Camden County was not specifically involved in the drafting of this MOU, while other state-level and system-level entities were engaged; and

WHEREAS, this MOU is binding on our agency yet does not make meaningful allowances for performance standards based on the limitations of resources and other county specific facts that exist in Camden County; and

WHEREAS, N.C. Gen. Stat., 108A-74 (a1)(3) provides that the written agreement between the NC Department of Health and Human Services and counties be *“standardized or may be tailored to address issues in specific jurisdictions.”*; this MOU has not be subject to such tailoring for Camden County and each outcome measure and expectation is exactly the same for all 100 counties in North Carolina; and

WHEREAS, Camden County and Camden County Dept. of Social Services has great concern that this document is neither an MOU nor an Agreement but rather and “unconscionable contract as defined by case law in the state of North Carolina, specifically, N.C. Supreme Court in Brenner v. Little Red Sch. House Ltd., 302 N.C. 207,213,274 S.E.2<sup>nd</sup>, 210 (1981); and

WHEREAS, Camden County sees this MOU as an attempt to improve service delivery, it places a significant challenge to achieve these benchmarks in that Camden as a small county is greatly impacted by the slightest statistical error and therefore will require “perfection” to achieve these outcomes. While we strive for compliance, achieving these “best practice” outcomes places an increased and wholly negative burden upon the workers of Camden County DSS; and

WHEREAS, the Department of Health and Human Services has not considered the use of an impartial mediator to address disputes in and findings as the result of audits and monitorings, and has merely determined that a Division Head within DHHS will mediate any disagreements; and

WHEREAS, the Department of Health and Human Services relies significantly upon the NCFASST statewide system for both processing cases and data retrieval for determination of compliance; and

WHEREAS, resources available to the Camden County DSS are ever changing and are not consistent from fiscal year to fiscal year; and

WHEREAS, Camden County Dept. of Social Services is greatly influenced by situations that are completely out of the control of the Dept.;

## BE IT RESOLVED:

1. That the Camden County Manager and the Camden County Dept. of Social Services Director will sign the Memorandum of Understanding however wish to have this document as an addendum to the MOU.
2. As part of this amendment the following be made known to the Dept. of Health and Human Service:
  - a. While Camden DSS strives towards compliance, as a small county, one simple mistake within a case which would result in that case being out of compliance, can cause the county to not reach the outcome measure that is required. This places incredible stress upon workers, especially in light of the overall increasing mandates from DHHS.
  - b. That Camden County workers are generic and therefore, specifically for the Social Workers, work in all of the service programs. Again, the issue is one of perfection given the fact that the investigation and caseload numbers are much lower than other counties and one mistake can result in overall non-compliance.
  - c. That the time frames for review if there is non-compliance is too short (3 Months) and the county would most likely not generate enough cases, for an adequate review.
  - d. That the absence of an Impartial Third Party Mediator who would oversee any disputes in findings, places the County at an immediate disadvantage in resolving these disputes in the Counties favor.
  - e. That Camden County is significantly concerned with the ability of the NCFAST system to absorb and respond accurately with all the aspects and programs of Social Services. The County is specifically concerned with the inability of the NCFAST system for Child Welfare, to provide adequate service which does not require excessive amounts of time and effort by workers, thus keeping them in the office rather than in the field where families may be adequately served.
  - f. That Camden County and Camden County DSS, while working collaboratively with service partners, wish it to be known and acknowledged that many of the performance measures are too greatly influenced by an entity that the Dept. has absolutely no ability to influence, i.e. the Courts. The ability to meet outcome measures must be seen in this light, as again, it only takes one case to cause the statistics to show non-compliance, no matter what the agency does.
  - g. That the overall expectations for all aspects of Social Services are too great due to the fact that with these expectations comes continued changes on other programs and new mandates. Transition within agencies will begin and new/young workers will lack the overall ability to meet these requirements. DSS cannot control what parents do, what evidence can be gathered and what is delivered by clients. DSS cannot do anything but react to the current drug use issue and the consequences from people overdosing and often dying. Reactive services like CPS and APS cannot be mandated to achieve an unreasonable objective without careful consideration of the circumstances. This is what Camden County and Camden County DSS implores the N.C. DHHS to do.

ADOPTED this the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
 Clayton D. Riggs, Chairman  
 Camden County Board of Commissioners

ATTEST:

\_\_\_\_\_  
 Karen M. Davis  
 Clerk to the Board of Commissioners



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

**New Business**

**Item Number:** 6.C  
**Meeting Date:** July 09, 2018

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

**Item Title** **Ordinance 2018-07-01 - Chapter 70, Camden County Code of Ordinances**

**Attachments:** Ordinance 2018-07-01 (PDF)

**Summary:**

The homeowners of Eddie's Acres subdivision have requested to be added as a location for the use of golf carts in accordance with Chapter 70 (Regulating the Use of Golf Carts on Public Streets) of the Camden County Code of Ordinances. All relevant documentation is attached.

**Recommendation:**

Review and approve.

**Ordinance No. 2018-07-01**

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

**Camden County, North Carolina**

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

**Article I: Purpose**

The purpose of this Ordinance is to amend Chapter 70 of the Camden County Code of Ordinances of Camden County, North Carolina, which was originally adopted by the County Commissioners on December 7, 2009, and subsequently amended and as otherwise incorporated into the Camden County Code.

**Article II. Construction**

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

**Article III. Amend Chapter 70 as amended of the Camden County Code which shall read as follows:**

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

**§ 70.01 PURPOSE, INTENT AND FINDINGS.**

(A) Pursuant to G.S. § 153A-245. Camden County may by ordinance regulate the operation of golf carts as defined in G.S. § 20-4.01(12a) on any public street, road or highway where the speed limit is 35 miles per hour or less within the county that is located in any unincorporated areas of the county or on any property owned or leased by the county.

(B) Further pursuant to G.S. § 153A-245, Camden County may by ordinance require the registration of golf carts, charge a fee for the registration, specify who is authorized to operate golf carts, and specify the required equipment, load limits, and the hours and methods of operation of golf carts.

(C) The Camden County Board of Commissioners desires to allow the use of golf carts within the county in accordance with state law and local law while at the same time preserve and address the interest of public safety associated with such use.

(D) Camden County finds that unregulated use of golf carts on public streets and roads is detrimental to the safety of the citizens of Camden County. This chapter is intended to apply only to the Taylor's Beach *and Eddie's Acres* Area of Camden. The chapter may be expanded to other areas of the county at a later date or to the entire county.

Adopted by the Board of Commissioners for the County of Camden this      day of July, 2018.

County of Camden

\_\_\_\_\_  
Clayton Riggs, Chairman  
Board of Commissioners

ATTEST:

\_\_\_\_\_  
Karen Davis  
Clerk to the Board

Attachment: Ordinance 2018-07-01 (2085 : Ordinance 2018-07-01 - Chapter 70, Camden County Code of Ordinances)



Attachment: Ordinance 2018-07-01 (2085 : Ordinance 2018-07-01 - Chapter 70, Camden County Code of Ordinances)

June 25, 2018

Eddie's Acres  
Home Owners  
Wayland Court  
South Mills, NC

RE: Request for Amendment to Ordinance

Dear Commissioners,

The homeowners of Eddie's Acres subdivision are requesting to be added as a location for the use of Golf Carts in accordance with Chapter 70 (Regulating the Use of Golf Carts on Public Streets) of Camden County Code of Ordinances.

Attached is a petition containing 85% of the property owners supporting this request.

If there are any further questions, I will be representing the homeowners listed on the petition and will attend the meeting that this item will be added to the agenda.

Sincerely,



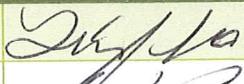
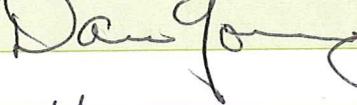
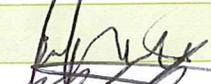
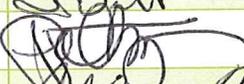
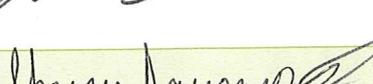
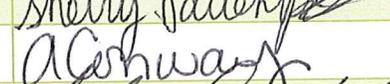
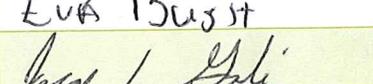
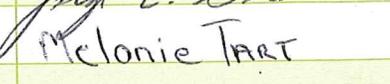
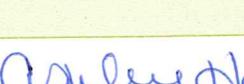
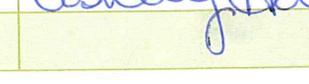
Jessica Baker  
123 Wayland Court

# Eddie's Acres Petition for Golf Cart Usage

We, the undersigned, support the expansion of Camden County Code of Ordinances, Chapter 70:  
(Golf Cart use on Public Streets) to include our development.

The use of golf carts on the public street, Wayland Court, in Eddie's Acres would:

1. Provide an easy mode of transportation for neighbors to interact
2. Provide a safer environment for the large amount of children playing on our street
3. Reduce pollution since the majority of golf carts are electric
4. Follow the rules and regulations posted in Chapter 70.04 and display a valid permit sticker

Date	Print Name	Address	Signature
6/24/18	TIM SHIRES	108 Wayland Ct South Mills	
6/24/18	ARON WILLIAMS	109 Wayland Ct South Mills	
6/24/18	DAN YOUNG	111 Wayland Ct South Mills 112 Wayland Ct South Mills	
6/22/18	JEFF WEBB	115 Wayland Ct South Mills	
6/22/18	MINDY SKRLETTS	116 Wayland Ct South Mills	
6/24/18	JEFF DAGGET	117 Wayland Ct South Mills	
6/23/18	JACLYN PATTERSON	118 Wayland Ct South Mills	
6/22/18	CHLOE TURNER	121 Wayland Ct South Mills	
6/22/18	APRIL CHANEY	122 Wayland Ct South Mills	
6/22/18	JESSICA BAKER	123 Wayland Ct South Mills	
		124 Wayland Ct South Mills	
6/22/18	Sherry Davenport	127 Wayland Ct South Mills	
6/22/18	Amanda Conway	129 Wayland Ct South Mills	
6/22/18	<del>EVAN BUSST</del>	128 Wayland Ct South Mills	
	EVAN BUSST	130 Wayland Ct South Mills	
6/23/18	SORGE L. GALI	131 Wayland Ct South Mills	
6/22/18	Melonie Tart	132 Wayland Ct South Mills	
		133 Wayland Ct South Mills	
6/24/18	Ashtey Harvey	134 Wayland Ct South Mills	

**TITLE VII: TRAFFIC CODE**

Chapter

**70. REGULATING THE USE OF GOLF CARTS ON PUBLIC STREETS**

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

Section

- 70.01 Purpose, intent and findings
- 70.02 Definitions
- 70.03 Policy statement and liability disclaimer
- 70.04 Rules and regulations
- 70.05 Permit required
  
- 70.99 Penalty

**§ 70.01 PURPOSE, INTENT AND FINDINGS.**

(A) Pursuant to G.S. § 153A-245, Camden County may by ordinance regulate the operation of golf carts as defined in G.S. § 20-4.01(12a) on any public street, road or highway where the speed limit is 35 miles per hour or less within the county that is located in any unincorporated areas of the county or on any property owned or leased by the county.

(B) Further pursuant to G.S. § 153A-245, Camden County may by ordinance require the registration of golf carts, charge a fee for the registration, specify who is authorized to operate golf carts, and specify the required equipment, load limits, and the hours and methods of operation of golf carts.

(C) The Camden County Board of Commissioners desires to allow the use of golf carts within the county in accordance with state law and local law while at the same time preserve and address the interest of public safety associated with such use.

(D) Camden County finds that unregulated use of golf carts on public streets and roads is detrimental to the safety of the citizens of Camden County. This chapter is intended to apply only to the Taylor's Beach Area of Camden. The chapter may be expanded to other areas of the county at a later date or to the entire county.

(Ord. 2009-11-01, passed 12-7-09)

**§ 70.02 DEFINITIONS.**

## Camden County, NC Code of Ordinances

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

**GOLF CART.** A vehicle designed and manufactured for operation on a golf course for sporting or recreational purposes and that is not capable of exceeding speeds of 20 miles per hour.

(Ord. 2009-11-01, passed 12-7-09)

### § 70.03 POLICY STATEMENT AND LIABILITY DISCLAIMER.

This chapter is adopted to address the interest of public safety under which the provisions of G.S. § 153A-245 which provides counties with the authority to regulate the use of golf carts that have not been outfitted and registered as required by state law. Generally, golf carts (hereinafter "carts") that have not been outfitted and registered are not designated or manufactured to be used anywhere other than golf courses, and Camden County in no way advocates or endorses their operation elsewhere within the county. The county, by regulating such operation, is merely trying to address obvious safety issues, and adoption of this chapter is not to be relied upon as a determination that operation is safe or advisable if done in accordance with this chapter. All persons who operate or ride upon carts do so at their own risk and peril, and must be observant of and attentive to the safety of themselves and others, including their passengers, other motorists, bicyclists, and pedestrians. Camden County has no liability under any theory of liability for permitting carts to operate in the county. The owner and operator of the cart is responsible for any liability involved in using the cart. The county does not encourage cart operation and does not represent that the operation of carts under these rules will render cart operation safe and without risk to the driver and passenger(s) of a cart.

(Ord. 2009-11-01, passed 12-7-09)

### § 70.04 RULES AND REGULATIONS.

(A) Carts that are not equipped and registered as required by the State Motor Vehicle Law may only operate on public streets and roads within the County of Camden as set forth herein and in accordance with these rules and regulations. Operation of carts in violation of these rules and regulations shall be subject to the penalty provisions of § 70.99 or, in egregious cases, may constitute reckless driving as defined in the North Carolina General Statutes.

(B) All carts operated on the streets must have a valid permit sticker from the Camden County Tax Office. A yearly fee as established by the Camden County Fee Schedule on a per cart basis will be charged by the Camden County Tax Office for a permit sticker. There will be no prorated registrations nor will there be any refunds issued. A 31-day re-registration period for all previously registered golf carts will be permitted during the month of January each year for an annual registration charge per the Camden Fee Schedule. Owners re-registering after January 31 of each year will be considered expired until re-registered and not permitted to use the golf carts in the associated areas. Driving a golf cart without a current registration will result in a fine as determined by the Camden County Fee Schedule. A list of all registrations will be maintained by the Camden County Sheriffs Office. The golf cart owner is responsible for maintaining their

## Camden County, NC Code of Ordinances

registration, no notices will be mailed. If a golf cart is purchased during the calendar year, the fee will not be prorated and would be the amount established as per the Camden Fee Schedule.

(C) Any person who operates a cart on a street in Camden County must adhere to all applicable state laws concerning the possession and use of alcoholic beverages and all illegal drugs, as well as all other state traffic laws.

(D) Any person who operates a cart in Camden County and fails to receive or properly display a Camden County permit sticker will be subject to state law requiring registration and any other applicable laws, in addition to the requirements of this chapter.

(E) Any person who operates a cart in Camden County takes full responsibility for all liability associated with operating the cart.

(F) Carts may not be operated on or alongside a public road or street with a posted speed limit greater than 35 miles per hour.

(G) Drivers of carts shall not drive on Highway 343 or Highway 158, except when crossing Highway 343 or Highway 158. This chapter is intended to apply to the Taylor's Beach Section of Camden. They shall not be permitted on Highway 343.

(H) Drivers of carts shall stay to the far right of the traveled portion of the road and yield to the right-of-way to overtaking motor vehicles.

(I) Any cart operating between the time of one-half hour after sunset and one-half hour before sunrise shall be equipped with and have in use headlights.

(J) Carts shall be equipped with at least one operational rear-view mirror and at least two rear reflectors. Red rear reflectors must be at least three inches in width.

(K) Persons are prohibited from standing on a cart while the cart is in operation.

(L) The maximum occupancy of a cart traveling on the street is one person per bucket seat or two people per bench seat.

(M) Children must be properly seated while a cart is in motion and may not be transported in a negligent manner.

(N) If the cart is equipped with seat belts, all passengers are to wear the seat belts at all times the cart is in motion.

(O) A driver must be at least 16 years old and possess a valid state-issued driver's license. Cart operators must carry their driver's license on their person at all times while operating a cart on public streets and roads in the county.

(P) No cart may be operated at a speed greater than reasonable and prudent for the existing conditions, and in no instance at a speed greater than 20 miles per hour.

(O) No cart may be operated in a careless or reckless manner.

(R) Carts shall not be operated on sidewalks.

(S) Carts shall not be operated on private property without the permission and consent of the property owner, property manager or home owner's association, if applicable.

(T) The Camden County Sheriff's Office's interpretation of the above rules and regulations are final. The Camden County Sheriff's Office will maintain its interpretation in a written and published manner.

(Ord. 2009-11-01, passed 12-7-11)

### § 70.05 PERMIT REQUIRED.

## Camden County, NC Code of Ordinances

(A) Cart owners must complete the Golf Cart Owner Registration Form and show proof of license to drive to the Camden County Tax Office. The completed forms will be maintained by the Camden County Tax Office and the Camden County Sheriff's Office. Visible proof of compliance must be attached to a conspicuous place on the cart.

(B) The Camden County Tax Office is hereby authorized to issue a permit for a fee as published by the Camden County Fee Schedule to all appropriate applicants, one per cart. When issuing this permit, Camden County Tax Office staff shall require the applicant to sign a statement certifying he or she has read the provisions on the county's ordinance on cart usage as set forth in this chapter.

(Ord. 2009-11-01, passed 12-7-11)

### § 70.99 PENALTY.

(A) A violation and/or repeated violations of this chapter may result in any combination of the following: a fine, loss of privileges (loss of permit sticker) for up to one year and/or revocation of said permit, and/or prosecution in a court of law.

(B) Violation of this chapter shall be a misdemeanor and punished with a fine as published by the Camden County Fee Schedule for each violation, provided, however, that operating a cart under the influence of an impairing substance, alcohol or drugs, on a public road or highway is not a violation of this chapter, but a violation of state law, and is publishable as provided in G.S. Chapter 20.

(C) The Camden County Sheriff and the Camden County Tax Office retains the right to refuse to issue any permit. The Camden County Sheriff retains the right to revoke any permit for up to 12 months in the event of repeated violations of this chapter or conviction of driving while impaired and/or reckless driving.

(Ord. 2009-11-01, passed 12-7-11)



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

**Board Appointments**

**Item Number:** 7.1

**Meeting Date:** July 09, 2018

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

**Item Title** **Library Board of Trustees - Angel Boily**

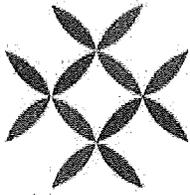
**Attachments:** Angel Boily - Library Board (PDF)

**Summary:**

It is the request of staff to appoint Mrs. Angel Boily to the Library Board of Trustees.

**Recommendation:**

Approve appointment.



### Application for Citizen Service -Volunteer Form

If you are a citizen of Camden County and would like to serve on one of the County's boards or commissions, please complete this application and return it to the County Manager's Office, 330 East HWY 158, and mail to: P.O. Box 190, Camden, North Carolina 27921 or e-mail [info@camdencountync.gov](mailto:info@camdencountync.gov).

Name: Mrs. Angel Boily

Mailing Address: 121 Tulip Tree Dr.

Township you live in: Camden

Telephone (home): 229-630-3952 (business): \_\_\_\_\_

Email address: angelboily@yahoo.com

Are you a registered voter?  Yes  No

Have you ever been convicted of a felony? Yes  No

Please identify any talent, interest, skill, experience or educational preparation which might be helpful to a board or commission: For the past 19 years I have served on school advisory boards, planning committees, served as Ombudsman Chair as well as many other leadership roles throughout the civilian and military community.

Boards or Commissions upon which you are interested in serving: Library Board.

As a member of a Board or Commission, you will be expected to attend at least 75% of the meetings. Please note the by-laws of some Boards and Commissions limit the number of terms served. This application is a notification of your interest to serve on a Board or Commission to be considered by the Board of Commissioners when a vacancy occurs. Thanks for your interest in Camden County Government

Signature:  Date: 26 Jun 2018



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

**Board Appointments**

**Item Number:** 7.2

**Meeting Date:** July 09, 2018

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

**Item Title** **Voting Delegate Designation - NCACC Annual Conference**

**Attachments:** Designation of Delegate - NCACC Annual  
 Conference (PDF)

**Summary:**

During the business session of the NCACC Annual Conference on Saturday, August 25, 2018 each county will be entitled to one vote on items that come before the membership, including election of the NCACC Second Vice President. Each county is to designate one voting delegate to serve in this capacity.

**Recommendation:**

Appoint a voting delegate for the NCACC Annual Conference business session.



## Designation of Voting Delegate to NCACC Annual Conference

I, \_\_\_\_\_, hereby certify that I am the duly designated voting delegate for \_\_\_\_\_ County at the 111<sup>th</sup> Annual Conference of the North Carolina Association of County Commissioners to be held in Catawba County, N.C., on August 23-25, 2018.

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

### Article VI, Section 2 of our Constitution provides:

“On all questions, including the election of officers, each county represented shall be entitled to one vote, which shall be the majority expression of the delegates of that county. The vote of any county in good standing may be cast by any one of its county commissioners who is present at the time the vote is taken; provided, if no commissioner be present, such vote may be cast by another county official, elected or appointed, who holds elective office or an appointed position in the county whose vote is being cast and who is formally designated by the board of county commissioners. These provisions shall likewise govern district meetings of the Association. A county in good standing is defined as one which has paid the current year's dues.”

Please return this form to Alisa Cobb by: **12 Noon on Friday, August 17, 2018:**

**NCACC**  
**353 E. Six Forks Road, Suite 300**  
**Raleigh, NC 27609**  
**Fax: (919) 733-1065**  
**Email: [alisa.cobb@ncacc.org](mailto:alisa.cobb@ncacc.org)**  
**Phone: (919) 715-2685**



**CAMDENCOUNTY**  
new energy. new vision.

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

**Consent Agenda**

**Item Number:** 8.A  
**Meeting Date:** July 09, 2018  
**Submitted By:** Karen Davis, Clerk to the Board  
Administration  
Prepared by: Karen Davis  
**Item Title** **BOC Minutes - June 4, 2018**  
**Attachments:** bocminutes\_060418 (DOCX)

**Camden County Board of Commissioners**

**June 4, 2018**

**Regular Meeting – 7:00 PM**

**Historic Courtroom, Courthouse Complex**

**Camden, North Carolina**

**MINUTES**

The regular meeting of the Camden County Board of Commissioners was held on June 4, 2018 in the Historic Courtroom, Camden, North Carolina.

**CALL TO ORDER**

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

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

**Motion to go into closed session to confer with counsel in regard to litigation (*Camden County vs. William & Shirley Conover*) and to discuss matters pertaining to personnel.**

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

**Motion to come out of closed session.**

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

**WELCOME**

Chairman Clayton Riggs reconvened the regular meeting of the Board of Commissioners at 7:05 PM. Additional staff present for Regular Meeting: Finance Officer Stephanie Humphries, Planning Director Dan Porter, Permit Officer Dave Parks, Public Works Director David Credle, Tax Administrator Lisa Anderson, Economic Development Director Charlie Bauman, Sheriff Rodney Meads, SRO Mike Lawrence, Register of Deeds Tammie Krauss.

**Invocation and Pledge of Allegiance**

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

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

40 **ITEM 1. PUBLIC COMMENTS**

---

41 None.

42  
43 **ITEM 2. CONFLICT OF INTEREST DISCLOSURE STATEMENT**

---

44 Clerk to the Board Karen Davis read the Conflict of Interest Disclosure Statement.  
45 In the previous meeting on May 7, 2018 the Board had granted Commissioner Krainiak’s request  
46 to be recused from the Public Hearing – Special Use Permit (UDO 2017-02-28) Fairfax Major  
47 Subdivision due to a conflict of interest. The public hearing was continued and the Board will  
48 continue to allow Commissioner Krainiak to be recused.

49  
50 **ITEM 3. CONSIDERATION OF AGENDA**

---

51  
52 The agenda was amended to add the following items to the Consent Agenda:

- 53 1) Budget Amendment BA028
- 54 2) Budget Amendment BA031
- 55 3) Resolution Opposing the Elimination of a District Court Judge Position in the First
- 56 Judicial District

57  
58 **Motion to approve the agenda as amended.**

59 <b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
60 <b>MOVER:</b>	Ross Munro, Commissioner
61 <b>AYES:</b>	Meiggs, Riggs, White, Krainiak, Munro

62  
63 **ITEM 4. PRESENTATIONS**

---

- 64
- 65 1. Jerry Jennings with North Carolina Department of Transportation presented to the Board
- 66 an update on ongoing and planned projects in the area.
- 67 2. Internet Feasibility Study – Donald Imhoff of Eastern Shore Communications presented
- 68 the results of the internet feasibility study.

69  
70 **South Camden Water & Sewer District Board of Directors**

71 Chairman Riggs recessed the meeting of the Board of Commissioners and opened the South  
72 Camden Water & Sewer District Board of Directors Meeting.

73  
74 **Consideration of Agenda**

75

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

Camden County Board of Commissioners  
South Camden Water & Sewer District Board of Directors  
Regular Meeting  
June 04, 2018  
7:00 PM  
Historic Courtroom, Courthouse Complex

AGENDA

**CALL TO ORDER**

**ITEM 1. PUBLIC COMMENTS**

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

**ITEM 2. CONSIDERATION OF THE AGENDA**

**ITEM 3. OLD BUSINESS (For discussion and possible action)**

A. Wastewater Lagoon Liner Repair

**ITEM 4. PUBLIC HEARINGS**

1. Public Hearing: System Development Fee Analysis

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

- A. Monthly Update
- B. Consideration of System Development Fees
- C. FY 2018-2019 Water & Sewer Rates

**ITEM 6. CONSENT AGENDA**

1. DOT Sawyer's Creek Bridge Water Line Repair

**ITEM 7. OTHER**

**ITEM 8. ADJOURN**

76

77

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

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

82

83 **Old Business**

84

85 A. Wastewater Lagoon Liner

86

87 The 5.9 million gallon wastewater lagoon liner at McPherson Road has a 175-foot tear that must  
88 be repaired or replaced. Public Works Director David Credle presented a proposal to the Board  
89 for replacement.

90

91 **Motion to instruct Mr. Credle to move forward with the lagoon liner replacement.**

92	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
93	<b>MOVER:</b>	Tom White, Vice Chairman
94	<b>AYES:</b>	Meiggs, White, Krainiak, Munro, Riggs

95

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

96 **Public Hearing**

97

98 1. System Development Fee Analysis

99

100 **Motion to open public hearing for discussion of System Development Fee Analysis.**

101

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

105

106 New legislation requires an analysis to be performed by a qualified professional on system  
 107 development fees charged by Water and/or Sewer Districts/Associations. The  
 108 District/Association must then give the public 45 days to review the proposed fee(s) then hold a  
 109 Public Hearing for public comment. The analysis is complete and has been published as required  
 110 by the statute. The analysis has been available for review and comment through our county  
 111 website at [www.camdencountync.gov](http://www.camdencountync.gov) and at our Administration office building since 8:00 AM,  
 112 April 20, 2018. Raftelis presented the findings of the analysis.



April 19, 2018

Ms. Stephanie Humphries  
 Finance Office  
 Camden County  
 117 N Carolina Hwy 343 S  
 Camden, NC, 27921

Dear Ms. Humphries:

Raftelis has completed an evaluation to develop cost-justified water and wastewater system development fees for consideration by Camden County (County). This letter documents the results of the analysis, which is based on an approach for establishing system development fees set forth in North Carolina General Statute 162A Article 8 – “System Development Fees.” As one of the largest and most respected utility financial, rate, management, and operational consulting firms in the U.S., and having prepared system development fee calculations for utilities in North Carolina and across the U.S. since 1993, Raftelis is qualified to perform system development fee calculations for water and wastewater utilities in North Carolina.

**Background**

System development fees are one-time charges assessed to new water and/or wastewater customers, or developers or builders, to recover a proportional share of capital costs incurred to provide service availability and capacity for new customers. North Carolina General Statute 162A Article 8 (Article 8) provides for the uniform authority to implement system development fees for public water and wastewater systems in North Carolina, and was recently passed by the North Carolina General Assembly and signed into law on July 20, 2017. According to the statute, system development fees must be adopted in accordance with the conditions and limitations of Article 8, and must conform to the requirements set forth in the Article no later than July 1, 2018. In addition, the system development fees must also be prepared by a financial professional or licensed professional engineer, qualified by experience and training or education, who, according to the Article, shall:

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- Document in reasonable detail the facts and data used in the analysis and their sufficiency and reliability.
- Employ generally accepted accounting, engineering, and planning methodologies, including the buy-in, incremental cost or marginal cost, and combined cost approaches for each service, setting forth appropriate analysis to the consideration and selection of an approach appropriate to the circumstances and adapted as necessary to satisfy all requirements of the Article.
  - Document and demonstrate the reliable application of the methodologies to the facts and data, including all reasoning, analysis, and calculations underlying each identifiable component of the system development fee and the aggregate thereof.
  - Identify all assumptions and limiting conditions affecting the analysis and demonstrate that they do not materially undermine the reliability of conclusions reached.
  - Calculate a final system development fee per service unit of new development and include an equivalency or conversion table for use in determining the fees applicable for various categories of demand.
  - Consider a planning horizon of not less than 10 years, nor more than 20 years.

This letter report documents the results of the calculation of water and wastewater system development fees for the County in accordance with these requirements.

Article 8 references three methodologies that can be used to calculate system development fees. These include the buy-in method, the incremental cost method, and the combined cost method. A description of each of these methods follows:

#### Buy-In Approach

The System Buy-In Approach calculates a system development fee based upon the proportional cost of each user's share of existing system capacity, and is most appropriate in cases where the existing system assets provide adequate capacity to provide service to new customers. The cost of the facilities is based on fixed assets records and can include escalation of the depreciated value of those assets to current dollars, or "replacement costs" as identified in the general statute. The general statute also identifies adjustments to be made to the replacement cost such as "debt credits, grants, and other generally accepted valuation adjustments."

#### Incremental Cost Approach

The Incremental Cost (or Marginal Incremental) Approach calculates a system development fee based upon a new customer's proportional share of the incremental future cost of system capacity. This approach focuses on the cost of adding additional facilities to serve new customers. It is most appropriate when existing facilities do not have adequate capacity to provide service to new customers, and the cost for new capacity can be tied to an approved capital improvement plan (CIP) that covers at least a 10-year planning period. Per the general statute, a revenue credit must be applied "against the projected aggregate cost of water or sewer capital improvements."

#### Combined Approach

The Combined Approach is a combination of the Buy-In and Incremental Cost approaches, and is appropriate to be used when the existing assets provide some capacity to accommodate new customers, but where the capital improvement plan also identifies significant capital investment to add additional infrastructure to address future growth and capacity needs.

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**Summary of Results**

Raftelis requested and was provided with the following data from County staff to complete the system development fee calculation:

- Water and wastewater fixed asset data, as of June 30, 2017;
- Outstanding utility debt and associated debt service;
- Contributed capital;
- Grant- funded assets;
- Capacity in plants, and
- History of system development fees collected

The Buy-In Approach was chosen as the method to calculate the system development fees. Adequate capacity currently exists in the water and wastewater treatment facilities and in the water transmission and wastewater collection lines to accommodate the anticipated growth in the near term. The County has identified several projects in its capital improvement plan to expand the wastewater system capacity to serve future development. However, the County currently only has a 5-year capital improvement plan, which does not meet the 10-year planning horizon requirement set forth in the General Statute.

Buy-In Calculation

Using the Buy-In approach, Raftelis calculated the estimated cost, or investment in, the current capacity available to provide water and wastewater utility services to existing and new customers. This analysis was based on a review of fixed asset records and other information as of June 30, 2017. The depreciated value of the assets is first adjusted to reflect an estimated replacement cost to determine the "replacement cost new less depreciation" (RCNLD) value for the assets. The asset values were adjusted using the Handy Whitman Index of Public Utility Construction Costs (South Atlantic Region).

As shown in Exhibit 1, several adjustments were then made to the estimated water and wastewater RCNLD values in accordance with Article 8, which included adjustments for contributed assets, non-core assets, and outstanding debt as described below.

- *Contributed Assets* - All assets contributed by or paid for by developers, or assets that were grant funded were excluded from the calculation since these costs were not ultimately "paid" by the existing customers. The County indicated that no assets were contributed by developers. Therefore, only grant funded assets were removed from the analysis.
- *Other Non-Core Assets* - Equipment, vehicles, and meters were excluded since they do not represent core assets.
- *Outstanding Principal Debt* - Utilities often borrow funds to construct assets, and revenues from retail rates and charges can be used to make the payments on these borrowed funds. To ensure that new customers are not being double charged for these assets, once through the system development fee and again through retail rates and charges, the proportion of the outstanding debt principal amount that is anticipated to be paid for through retail rates and charges is typically deducted from the system development fee calculation. Since the County makes debt service payments exclusively with retail rates and charges, and instead uses system development fee revenues to pay for capital projects, all outstanding principal debt was deducted.

**Exhibit 1 – RCNLD Value and Adjustments<sup>1</sup>**

	Water	Wastewater	Total
<b>Total RCNLD Value of Fixed Assets</b>	<b>\$ 19,671,494</b>	<b>\$ 14,530,562</b>	<b>\$ 34,202,056</b>
<u>Adjustments</u>			
Contributed Capital	(11,275,146)	(12,377,496)	(23,652,642)
Outstanding Principal Debt	(2,145,962)		(2,145,962)
Equipment	(33,388)	-	(33,388)
Vehicles	(45,304)	-	(45,304)
Meter	(2,319)	-	(2,319)
<b>Adjusted RCNLD</b>	<b>\$ 6,169,376</b>	<b>\$ 2,153,065</b>	<b>\$ 8,322,441</b>

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The adjusted RCNLD values for water and wastewater were then converted to a unit cost of system capacity as shown by dividing the RCNLD values by the water and wastewater capacities.

The cost per gallon per day (GPD) for water and wastewater capacity is shown below in Exhibit 2.

**Exhibit 2 – Cost per GPD of Core Utility Assets for Buy-In Approach**

	Water	Wastewater
<b>Adjusted RCNLD</b>	\$6,169,376	\$2,153,065
<b>Total Capacity (GPD)</b>	720,000	100,000
<b>Cost per Gallon per Day</b>	<b>\$8.57</b>	<b>\$21.53</b>

This measure becomes the basic building block or starting point for determining the *maximum cost-justified level* of the water and wastewater system development fees. Fees for different types of

<sup>1</sup> Additional details regarding the RCNLD calculation are provided in the Schedules from the System Development Fee Model in the Appendix.

customers are based on this cost of capacity multiplied by the amount of capacity needed to serve each type or class of customer.

Equivalent Residential Unit (ERU) Calculation and Assessment of Fee

The next step is to define the level of demand associated with a typical, or average, residential customer, often referred to as an Equivalent Residential Unit, or ERU. The County uses the wastewater design flow rates as specified by the North Carolina Administrative Code Title 15A (Department of Environment and Natural Resources) Subchapter 2T, which states that the sewage from dwelling units is 120 gallons per day per bedroom. The County uses a three-bedroom home (or 360 gallons per day) as the equivalent residential unit.

The calculation of the system development fee is based on the cost per gallon per day multiplied by the number of gallons per day required to serve each customer, as shown below in Exhibit 3.

**Exhibit 3 – Calculated Maximum Residential System Development Fees**

Single-Family	Water	Wastewater
<b>Cost per GPD</b>	<b>\$8.57</b>	<b>\$21.53</b>
<b>GPD per ERU</b>	<b>360</b>	<b>360</b>
<b>Calculated System Development Fee per ERU</b>	<b>\$3,085</b>	<b>\$7,751</b>
<b>Existing System Development Fee per ERU</b>	<b>\$2,500</b>	<b>\$7,400</b>

For non-residential customers with larger meters, the fees for the smallest residential meter are used and then scaled up by the flow ratios for each meter size, as specified in the AWWA M-1 Manual<sup>2</sup>. Exhibit 4 shows the resulting system development fees by meter size for meters ranging from 3/4 inches to 12 inches. For these calculations, the system development fees have been rounded to the nearest dollar.

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Exhibit 4 – Calculated Maximum System Development Fees for Non-Residential Customers

Calculated Fee				
Meter Size	Flow (gpm)	Ratio	Water	Wastewater
5/8"	20	1.0	\$ 3,085	\$ 7,751
1"	50	2.5	7,712	19,378
1.5"	100	5.0	15,423	38,755
2"	160	8.0	24,678	62,008
3"	320	16.0	49,355	124,017
4"	500	25.0	77,117	193,776
6"	1000	50.0	154,234	387,552
8"	1600	80.0	246,775	620,083
10"	4200	210.0	647,784	1,627,717
12"	5300	265.0	817,442	2,054,024

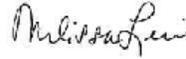
The County may elect to charge a cost per gallon that is less than the maximum cost-justified cost documented in this report. If the County elects to charge a fee that is less, all customers must be treated equally, meaning the same reduced cost per gallon per day must be used for all customers.

Please contact me at your convenience if you have any questions regarding this report. We appreciate the opportunity to assist Camden County with this important engagement.

Very truly yours,  
**RAFTELIS FINANCIAL CONSULTANTS, INC.**



Keith Reading,  
PE Executive Vice President



Melissa Levin,  
Senior Manager

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## Appendix

Supporting Schedules  
From the  
System Development Fee Model

143

## Schedule 1 – Buy-In Approach for Water and Wastewater System

	Water	Sewer	Total
<b>Fixed Assets (1)</b>			
Water Equipment	21,281	-	21,281
Heavy Machinery	-	-	-
Other Moterized	6,458	-	6,458
Water Vehicles	38,846	-	38,846
Vehicles	-	-	-
R/O Plant/Sewer	-	937,839	937,839
Office Furniture	-	-	-
Sewer Plant	71,001	-	71,001
Radios	-	-	-
Plant & Distribution	19,003,607	-	19,003,607
Equipment	12,107	-	12,107
Collections/Lines	-	8,003,918	8,003,918
Treatment Plant	-	4,748,935	4,748,935
Sewer Buildings	-	770,575	770,575
R/O Plant	72,069	-	72,069
Water Construction	396,126	-	396,126
Sewer Construction	-	69,295	69,295
Office Machinery	-	-	-
Land	50,000	-	50,000
<b>Total RCNLD Value of Fixed Assets</b>	<b>\$ 19,671,494</b>	<b>\$ 14,530,562</b>	<b>\$ 34,202,056</b>
<b>Adjustments (2)</b>			
Contributed Capital	(11,275,146)	(12,377,496)	(23,652,642)
Outstanding Principal Debt	(2,145,962)	-	(2,145,962)
Equipment	(33,388)	-	(33,388)
Vehicles	(45,304)	-	(45,304)
Meter	(2,319)	-	(2,319)
<b>Net RCNLD</b>	<b>\$ 6,169,376</b>	<b>\$ 2,153,065</b>	<b>\$ 8,322,441</b>
<b>Divided by:</b>			
System Capacity (Gallons per Day) (3)	720,000	100,000	820,000
<b>Net Cost per Gallon per Day</b>	<b>\$ 8.57</b>	<b>\$ 21.53</b>	<b>\$ 10.15</b>
<b>Multiplied by:</b>			
Average Consumption per ERU	360	360	
<b>Maximum System Development Fee per ERU</b>	<b>\$ 3,085</b>	<b>\$ 7,751</b>	<b>\$ 10,836</b>
<i>Existing System Development Fee</i>	<i>\$ 2,500</i>	<i>\$ 7,400</i>	<i>\$ 9,900</i>

- (1) Fixed asset information was provided by the County and the net book value was escalated to 2017 to calculate the replacement cost new less depreciation (RCNLD)  
(2) The RCNLD is adjusted to exclude contributed or grant funded or developer-contributed assets, outstanding principal debt, as well as vehicles, equipment, and meters  
(3) This represents the rated capacity of the water and wastewater treatment plants  
(4) The average daily consumption is based on NCAC 02T.0114, which states that the average wastewater permitted capacity design flow rates are 120 gallons per bedroom per day. A 3 bedroom ERU was assumed for this analysis

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Schedule 2 – Outstanding Principal Debt Adjustment

Outstanding Principal Debt	Water	Wastewater
Installation of Water Lines	\$ 1,047,537	\$ -
Phase II Water Lines	203,395	-
Reverse Osmosis Plant	404,770	-
Reverse Osmosis Upgrade	490,260	-
<b>Total</b>	<b>\$ 2,145,962</b>	<b>\$ -</b>

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150 Chairman Riggs opened the floor for public comment.

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152 Dave [Smart?] of Camden Point addressed the Board. He requested clarification on payment of  
153 water fees and to whom the fees apply and if this discussion will lead to additional projects in his  
154 area.

155

156 Chairman Riggs explained that there are no further projects planned for that area.

157

158 Finance Officer Stephanie Humphries added that the system development fees only apply to new  
159 sign-ons and in addition to the tap fee.

160

161 Planning Director Dan Porter questioned the methodology chosen for the study. Projected new  
162 development that is anticipated to occur within the next five to ten years will require additional  
163 sewer capacity. He questioned the use of the buy-in approach.

164

165 Raftelis representative Melissa Levin explained that the new legislation has a minimum 10-20  
166 year capital plan. Although Camden County has a five-year Capital Plan, but outside of the five-  
167 year window the project costs are not as cemented nor is the financing for those capital projects.  
168 She added that the county has the capacity to serve new development.

169

170 Mr. Porter also questioned whether this supersedes the county’s ability to create development  
171 agreements between a specific project and the county as far as the needed infrastructure.

172

173 Ms. Levin stated it will be important to be sure that the larger meter sizes at the correct  
174 differentials are used for the larger meters which will ensure that customers are treated equally.

175

176 **Motion to close the public hearing on System Development Fee Analysis.**

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<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Tom White, Vice Chairman
<b>AYES:</b>	Meiggs, White, Krainiak, Munro, Riggs

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183 **New Business**

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185 A. Monthly Update – Public Works Director David Credle presented the monthly report.  
186

*South Camden Water & Sewer Board  
Monthly Work Order Statistics Report  
Period: April 2018*

	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water/Distribution	75	75	100%	0
Sewer/Collection	0	0	100%	0

Locates:

- Water Line: 86
- Sewer Line: 37
- Water & Sewer, same ticket:1
- Hydrant flow tested: 3

Public Works Director Notes/Comments: Ten work orders have been checked for accuracy.  
 Gallons of water treated in April at the water plant: 9,922,000  
 Daily average gallons of water usage for April: 330,733  
 Current treatment capacity at the R/O WTP: 720,000 gallons per day.

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189 **Motion to approve the monthly report as presented.**

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

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194 B. Consideration of System Development Fees

195  
196 It was recommended by staff that the county keep the current system development fee and only  
197 make the adjustments to the rate structure to match the current requirement.

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199 **Motion to approve recommendation of staff to keep the current system development fee**  
200 **and make the adjustments to the rate structure to match the current requirement.**

201 **RESULT:** PASSED [UNANIMOUS]  
 202 **MOVER:** Tom White, Vice Chairman  
 203 **AYES:** Meiggs, White, Krainiak, Munro, Riggs

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C. FY 2018-2019 Water & Sewer Rates

**SOUTH CAMDEN WATER & SEWER DISTRICT**  
**2018-2019 PROPOSED**  
**WATER & SEWER FEE CHANGES**

**WATER RATES**

**MONTHLY BASE RATE:**

**No Change**

**ADDITIONAL MONTHLY USAGE:**

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

**SEWER RATES**

**MONTHLY BASE RATE:**

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

**NEW USAGE TIER RATE STRUCTURE**

MATCHES WATER USAGE TIERS & CREATES COMMERCIAL TIERS

**ADDITIONAL MONTHLY USAGE:**

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

**Additional Changes**

**GOVERNMENTAL & SCHOOLS:**

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

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

**WATER SERVICE FEES**

**MONTHLY BASE RATE:**

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

**ADDITIONAL MONTHLY USAGE:**

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

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

**Deposits:**

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

**Charges & Fees:**

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

**Water Capacity Fees:**

*(includes \$1,500 Tap Fee)*

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

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

*South Camden Water Utility Fee Schedule  
Revised June 4<sup>th</sup>, 2018  
Page 1 of 1*

213  
214  
215

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

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

**SEWER SERVICE FEES**

**MONTHLY BASE RATE:**

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

**ADDITIONAL MONTHLY USAGE:**

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

\*RESIDENTIAL: Includes Apartment & Townhouse Units

**GOVERNMENTAL & SCHOOLS:**

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

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

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

**CONNECTION FEES**

**SEWER CONNECTION FEE:**

Low pressure main with ¾ inch water service: \$8,300  
Gravity 4” connection: \$ 3,500

**COMMERCIAL:** Fees are based on water meter size

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

**SEWER CAPACITY FEE:**

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

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

216  
217  
218

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**ADDITIONAL FEES/FINES**

**Parts and Labor:**

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

**Parts:**

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

**Labor:**

\$35 per man per hour

\$75 per hour for backhoe

\$10 per foot for bores up 2”

Repairs requiring contracted labor will be charged at invoice cost.

**Fines for Violation of Fats, Oil and Grease Control Ordinance**

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

South Camden Sewer Utility Fee Schedule  
 Revised June 4<sup>th</sup>, 2018  
 Page 2 of 2

219  
 220  
 221

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

# SOUTH CAMDEN WATER & SEWER DISTRICT

## System Development Fee Rate Table:

Meter Size	Cost-Justified		
	Meter Ratio	Water	Wastewater
3/4"	1.0	\$ 2,500	\$ 7,400
1"	1.7	4,167	12,333
1.5"	3.3	8,333	24,667
2"	5.3	13,333	39,467
3"	10.7	26,667	78,933
4"	16.7	41,667	123,333
6"	33.3	83,333	246,667
8"	53.3	133,333	394,667
10"	140.0	350,000	1,036,000
12"	176.7	441,667	1,307,333

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**Motion to approve the rates as presented.**

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

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**Consent Agenda**

1. DOT Sawyer’s Creek Bridge Water Line Repair

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

\*\*\*\*\*

UTILITY PRELIMINARY ENGINEERING AGREEMENT

WBS ELEMENT: 17BP.1R.68

TRANSPORTATION IMPROVEMENT PROGRAM NO.: \_\_\_\_\_

COUNTY: Camden

\*\*\*\*\*

This agreement made this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between the Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the DEPARTMENT, and \_\_\_\_\_ Camden County hereinafter referred to as the COMPANY:

WITNESSETH:

THAT WHEREAS, the DEPARTMENT will submit a project for construction as follows:

A waterline design plan showing plan and profile views of a proposed 8" directional bore will be developed using NCDOT cross section data provided for Sawyer's Creek. Design will be in accordance with the existing environmental permits that were obtained by NCDOT.

known as route SR 1200 in Camden County, North Carolina to be designated as N.C. State Highway Project and/or WBS Element 17BP.1R.68 and,

WHEREAS, the construction of said project will require certain engineering of plans for adjustments to be made to the existing facilities of the COMPANY;

NOW, THEREFORE, in order to facilitate the orderly and expeditious relocation of the said facilities of COMPANY, the DEPARTMENT and the COMPANY have agreed as follows:

- 1. That the DEPARTMENT has agreed to reimburse the COMPANY for preliminary engineering charges associated with certain adjustments to be made to the existing facilities of the COMPANY.
2. That any work performed under this agreement shall comply with DEPARTMENT's "POLICIES AND PROCEDURES FOR ACCOMMODATING UTILITIES ON HIGHWAY RIGHTS OF WAY" dated January 1, 1975, and such amendments thereto as may be in effect at the date of this agreement. The work to be performed by the COMPANY shall conform with Federal Highway Administration's Federal-Aid Policy Guide, Subchapter G, Part 645, Subpart A hereinafter referred to as FAPG dated December 9, 1991, and such amendments

thereto as may be in effect at the date of this agreement. The provisions of said FAPG and amendments thereto are incorporated in this agreement by reference as fully as if herein set out. Any work performed under this agreement not in compliance with FAPG shall constitute unauthorized work and the DEPARTMENT shall be relieved of participating in the costs of such unauthorized work unless such work is done pursuant to a supplemental agreement attached to and made a part hereof.

3. That the COMPANY or COMPANY Engineering firm will prepare an estimate, broken down as to estimated cost of preliminary engineering, overhead rate, job classification pay rate, indirect cost rates, cost of capital rate and estimated man-day hours all in sufficient detail to provide the DEPARTMENT a reasonable basis for analysis. The before mentioned estimate is attached hereto and made a part hereof. The DEPARTMENT will not reimburse the COMPANY for any preliminary engineering not necessitated by the construction of the highway project, nor for changes made solely for the benefit or convenience of the COMPANY.

4. That payment for all work done hereunder shall be made in accordance with the requirements of FAPG unless payment is being made pursuant to a supplemental agreement attached to and made a part of this agreement.

5. That the preliminary engineering work provided for in this agreement will be performed by the method or methods as specified below:

**BY COMPANY'S REGULAR FORCE:** The COMPANY proposes to use its regular personnel at its standard schedule of wages and working hours in accordance with the terms of its agreement with such employees.

**BY EXISTING WRITTEN CONTINUING CONTRACT:** The COMPANY proposes to use an existing written continuing contract under which certain work as shown by the COMPANY's estimate is regularly performed for the COMPANY and under which the lowest available costs are developed. The COMPANY shall submit a copy of the continuing contract (including rates) to the DEPARTMENT for review and approval.

**BY CONTRACT:** The COMPANY does not have adequate staff to perform the necessary engineering design with its own forces. The COMPANY submits to DEPARTMENT a draft advertisement for review and approval, and in accordance with NC General Statute 143-64.31 and 23 CFR 172, will select firms qualified to provide such service on the basis of demonstrated competence and qualification for the type of professional services and to negotiate a contract for those services at a fair and reasonable fee with the best qualified firm. The COMPANY shall submit overhead rates to the DEPARTMENT for review and approval in accordance with DEPARTMENT audit requirements. Refer to DEPARTMENT requirements at the following site:

<https://connect.ncdot.gov/projects/Roadway/Private%20Engineering%20Firm%20Resources/NC DOT%20Audit%20Requirements%20Fiscal%20Form.pdf>

6. a. It is contemplated by the parties hereto that the construction of this State Highway Project will begin on or about the Project Complete

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Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

b. Based on the best information available at the present time to the COMPANY, indicate applicable paragraph below:

Preliminary Engineering will be complete allowing adequate time for materials and completion of certain adjustments prior to highway construction.

Preliminary Engineering will be complete prior to highway construction; however, certain adjustments are not expected to be complete prior to highway construction.

Other (Specify)

Construction of bridge is complete, but during construction the waterline was damaged beyond repair and a design for a new bore is needed.

7. Indicate if (a) or (b) is applicable:

a.  That preliminary engineering is for the adjustments of existing facilities in conflict with said project.

b.  That the preliminary engineering involves COMPANY's request for new facilities in addition to adjustments of existing facilities in conflict with said project.

8. That the total estimated cost of the preliminary engineering proposed herein, including all cost to the DEPARTMENT and COMPANY, is estimated to be----- \$ 6,000.00

The estimated preliminary engineering cost to the DEPARTMENT, including all cost less any preliminary engineering for new facilities requested by the COMPANY.----- \$ 6,000.00

The estimated cost to the COMPANY for any additional preliminary engineering charges for new facilities requested by the COMPANY will be----- \$ 0

*(The above costs shall be supported by attached estimate)*

9. That in the event it is determined there are changes in the scope of work, extra work, or major changes from the statement of work covered by this agreement, reimbursement shall be limited to costs covered by a modification of this agreement or a written change or extra work order approved by the DEPARTMENT.

10. Periodic progress billings of incurred costs may be made by COMPANY to the DEPARTMENT not to exceed monthly intervals; however, total progress billing payments shall not exceed 95% of the approved non-betterment estimate. Progress billing forms may be obtained from the Area Utility Agent. One final and detailed complete billing of all costs shall be made by COMPANY to the DEPARTMENT at the earliest practicable date after completion of work and in any event within 6 months after completion of work. The statement of final billing shall

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Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

follow as closely as possible the order of the items in the estimate portion of this agreement.

11. That the DEPARTMENT shall have the right to inspect all books, records, accounts and other documents of the COMPANY pertaining to the work performed by it under this agreement at any time after work begins and for a period of 3 years from the date final payment has been received by the COMPANY.

12. That in the future, it becomes necessary due to highway construction or improvement to adjust or relocate utilities covered under this agreement, the DEPARTMENT does not obligate itself to participate in future payments for preliminary engineering.

IN WITNESS WHEREOF, the parties hereby have affixed their names by their duly authorized officers the day and year first above written.

DEPARTMENT OF TRANSPORTATION

BY: \_\_\_\_\_  
Division Utility Coordinator

ATTEST OR WITNESS

\_\_\_\_\_  
(TITLE)

\_\_\_\_\_  
(NAME OF COMPANY)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

Form UT 16.9  
08/17/2016

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Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

2017-18-BA029  
CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend the South Camden Water & Sewer Fund as follows:

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

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

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

Balance in Contingency \$15,350.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 4th day of June, 2018.

*Karen M. Davis*  
Clerk to Board of Commissioners

*Clayton D. Riggs*  
Chairman, Board of Commissioners



264  
265 Motion to approve the consent agenda as presented.

266	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
267	<b>MOVER:</b>	Tom White, Vice Chairman
268	<b>AYES:</b>	Meiggs, White, Krainiak, Munro, Riggs

269  
270 Chairman Riggs adjourned the meeting of the South Camden Water & Sewer Board of Directors  
271 and reconvened the meeting of the Camden County Board of Commissioners.  
272

273 **ITEM 5. Public Hearings**

274  
275 A. Special Use Permit (UDO 2017-02-28) Fairfax Major Subdivision  
276

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

277 Commissioner Randy Krainiak, having been previously recused from this public hearing,  
 278 removed himself from the dais prior to the continuation of the hearing and did not participate in  
 279 any form in the hearing.

280

281 **Motion to reconvene public hearing on Special Use Permit (UDO 2017-02-28) Fairfax**  
 282 **Major Subdivision.**

283	<b>RESULT:</b>	<b>PASSED [4-0]</b>
284	<b>MOVER:</b>	Garry Meiggs, Commissioner
285	<b>AYES:</b>	Meiggs, White, Munro, Riggs
286	<b>RECUSED:</b>	Krainiak

287

288 Permit Officer Dave Parks invited Sean Robey of Eastern Carolina Engineering to discuss the  
 289 project. All those presenting evidence were previously sworn in at the June 4, 2018 meeting.

290

291 [As this is a quasi-judicial hearing, the following text is verbatim transcript.]

292

293 Sean Robey: Good evening, Sean Robey, Eastern Carolina Engineering. We're here tonight to  
 294 represent the 16-lot subdivision known as The Fairfax, located on NC 343. The property has  
 295 been permitted through all the state agencies. We have our permits back from erosion control,  
 296 stormwater. We have a water main extension. And I'm here to answer any questions if you have  
 297 any on the technical aspects of the subdivision.

298

299 Commissioner White: I was going to ask you one question and I can ask you I guess. On the  
 300 Planning Board meeting it said something about lots 1 and 16 have to be revisited because of the  
 301 setback along the highway. I think they needed to have another additional 25 feet, minimum 35  
 302 feet. Has that been taken care of? Have those lots already been adjusted?

303

304 Sean Robey: Yes it has.

305

306 Commissioner White: Yeah, okay.

307

308 Sean Robey: And I think there was also one lot that was a few square feet under the required  
 309 minimum. Those adjustments were made and that is represented by the plan you have.

310

311 Commissioner White: Yeah, okay.

312

313 Attorney Morrison: Mr. Parks, this Special Use hearing, was everybody sworn in?

314

315 Dave Parks: Yes, that's the one thing I did forget. If there was anybody else who was not sworn  
 316 in at that last meeting who wants to speak on this matter tonight please step forward and be  
 317 sworn in now.

318

319 Attorney Morrison: Yeah and Mr. Robey was sworn in at the last meeting, okay.

320

321 Chairman Riggs: Okay so then we need to open for a public comment.

322

323 Dave Parks: What staff would like to do now, Mr. Chairman, is the submission of evidence. In  
324 your packet you will find the Special Use Permit and all supporting documents pertaining to this  
325 application. Staff at this time would like to offer that into evidence in this matter.

326

327 Attorney Morrison: Mr. Chairman, you will need to make a ruling as to whether or not the Board  
328 accepts in evidence the proffer.

329

330 Chairman Riggs: So all we have to do is accept as presented.

331

332 Attorney Morrison: You'll say accepted without objection. If anybody objects they've got to  
333 speak up now.

334

335 Chairman Riggs: We're going to accept it.

336

337 Dave Parks: Thank you. The Finding of Facts is pretty standard. Staff is just going to go over  
338 some highlights in there of items of relativity. The application went through all the technical  
339 review. Everybody's approved it. Your impact on your schools...excuse me for one second.  
340 This subdivision will generate ten students. Again, it went through the technical review. The  
341 School Board approved it as sketch plan and they have no comment on preliminary plat. The  
342 only two conditions that we'd like to highlight in the packet are the standard that every five years  
343 that the development recertify their drainage in accordance with the approved plan. And the  
344 other condition would be that the developer...prior to approval of the final plat property  
345 indicated on the preliminary plat that is to be conveyed to Mr. Harrison shall be recorded along  
346 with deed with the Camden County Register of Deeds. There is some property on the plat that is  
347 to be conveyed to Mr. Harrison as stated and that's why this condition is in there. The others are  
348 basic standard facts that we do throughout any subdivision. And staff is here if you have any  
349 questions. If the commissioners would like they can open it up for public comment.

350

351 Chairman Riggs: So do we need a motion to open the floor for public comment?

352

353 Dave Parks: No, you just open it up for public comment.

354

355 Attorney Morrison: Yeah at this point...is that the case for the applicant? Is there any more  
356 testimony coming from the applicant?

357

358 Dave Parks: No, sir.

359

360 Attorney Morrison: Okay. So at this time you would...yes.

361

362 Chairman Riggs: We just open the floor for public comment.

363 Attorney Morrison: Pro or con.

364

365 Chairman Riggs: Yes ma'am, you can come to the podium and...

366

367 Attorney Morrison: Have you been sworn ma'am?

368

369 Pam Smart: No.

370

371 Attorney Morrison: Okay. She'll have to be sworn in.

372

373 Pam Smart: It's just a question.

374

375 Chairman Riggs: We can handle that. Madam Clerk will handle that for you.

376

377 Pam Smart: My name is Pam Smart and I have really a question. I don't have evidence of sort.  
378 But I go to the county web site to learn of the agenda, right. I see this, I have no idea what it  
379 means. I don't see associated documents. Apparently the commissioners have been provided  
380 something and there's been a hearing before but I didn't see a link on the agenda to this  
381 document. But yet you're here asking for public comments and I guess my comment is without  
382 being able to study it, that's not a reasonable...this is not a reasonable --- and I would request  
383 that the rest of the documents if you really want public comment, should be on the web site;  
384 unless I just totally missed it and then I apologize. But thank you.

385

386 Dave Parks: Not a problem. The requirement in our ordinance is for adjacent property owners  
387 within so many feet of the property be notified. The application is on the county web site and it  
388 can be reviewed. If you look under Planning Department it's on the web site there under Special  
389 Use Permit Applications. So the documentation is on the web site. It's in the Board Packet on  
390 the web site also, ma'am. The commissioners' board packet is on the web site. You'll see these  
391 documentations in there also.

392

393 Pam Smart: Thank you.

394

395 Dave Parks: You're welcome.

396

397 Chairman Riggs: Is there anyone else that would like to speak?

398

399 Marc O'Neal: Good evening.

400

401 Chairman Riggs: Sir, have you already been sworn?

402

403 Marc O'Neal: Last time.

404

405 Chairman Riggs: Right.

406

407 Marc O'Neal: My name is Marc O'Neal. I'm here in my capacity as Pastor at Camden United  
408 Methodist Church. I sent a letter out to the clerk's office last week about a concern that our  
409 church and was told that it'd be better to present it to you guys in person. So what I was going to  
410 do is just read the letter as it was prepared and sent.

411

412 *I write as Pastor of Camden United Methodist Church and as one given authority by our Board*  
413 *of Trustees and Administrative Board to speak on the church's behalf. Our church has a*  
414 *concern in regards to the above-referenced subdivision. That concern deals with our parking*  
415 *lots. Our experience has been that any time construction or repair is conducted in our area,*  
416 *whether by Dominion Power or the State of NC or whoever, that our parking lots become a*  
417 *"staging area" or "base camp" from which operations are launched. That means that heavy*  
418 *trucks and equipment run upon and cause considerable damage to our already damaged parking*  
419 *areas. I write to inform the developer and wish that this be somehow added to the public record,*  
420 *that unless they receive written approval from our Administrative Board, that we will not allow*  
421 *any trucks, or equipment, or any other heavy duty vehicular necessity to be parked in either of*  
422 *our parking lots, neither temporarily nor overnight. The developer will need to make other*  
423 *arrangements from which to park their vehicles and equipment. Any questions or concerns can*  
424 *be directed to me using the contact information below.*

425

426 Marc O'Neal: It's just a simple request.

427

428 Attorney Morrison: All right that's a no-brainer. I'm shocked.

429

430 Marc O'Neal: Well you would think. That has not been my experience though.

431

432 Commissioner White: I know what he's talking about. I go by there and everybody uses their  
433 parking lot; log trucks. Everybody tears up...

434

435 Marc O'Neal: Everybody uses the parking lot. That's why we put signs to say you know...(cross  
436 talk)

437

438 Attorney Morrison: Well you can have people arrested for trespassing. I know you're a church  
439 and turn the other cheek and all that...

440

441 Marc O'Neal: Is that really a good witness for the Lord? (laughter)

442

443 Attorney Morrison: It's not a good witness for the Lord but it is an excellent remedy for a viable  
444 parking lot.

445

446 Marc O'Neal: I agree you would think it would be common knowledge, but it has not been  
447 common knowledge.

448  
449 Attorney Morrison: Okay but the Department of Transportation and nobody else you were  
450 talking about and certainly not Mr. Maurice, they have no right to go on your property.  
451  
452 Marc O'Neal: That's right.  
453  
454 Attorney Morrison: And I don't know that there's anything you can do other than say don't do it.  
455  
456 Marc O'Neal: It's more just to make sure that the information has been provided and that it's  
457 clear.  
458  
459 Attorney Morrison: Yeah everybody take notice it was done in open session.  
460  
461 Dave Parks: I did provide Mr. Maurice a copy of that letter, Mr. Chair.  
462  
463 Attorney Morrison: It is the advice of counsel that you not screw around with the Methodist  
464 Church. (laughter)  
465  
466 Chairman Riggs: I have noticed some pretty large pieces of equipment parked in that parking lot  
467 before.  
468  
469 Commissioner White: Oh yeah.  
470  
471 Commissioner Meiggs: Well you know I have seen it up my way to where some of the churches  
472 put a rope; just a thought.  
473  
474 Chairman Riggs: Yeah, a bright yellow piece of rope. Okay. Is there any more comments from  
475 the public? Mr. Harrison.  
476  
477 Tommy Harrison: Good evening. Tommy Harrison, 191 South 343. I'm the adjoining to the  
478 proposed subdivision; adjoining neighbor. Comments or concerns; I do have some concerns. On  
479 the preliminary I see that it's a 20-foot easement or 20-foot drainage along my property line and  
480 it's right on my property line. What's that mean, Sean? Is that on the side of the development  
481 side or is that right down the center? It looks to me like it's right down the center of my property  
482 and the proposed subdivision.  
483  
484 Commissioner White: It should be on their side.  
485  
486 Chairman Riggs: Can you zoom in on it a little bit?  
487  
488 Sean Robey: The 20-foot easement actually exists on the rear of lot 16. ---. (too low, cross talk)  
489 Once it hits the corner of lot 15, then there is an easement on both sides of that property.  
490

491 Tommy Harrison: ---. (too low) I assume that'll be my property that he purchased.

492

493 Sean Robey: There is a ditch that starts at the corner and does split both pieces of property all the  
494 way down. So it will be centered on the property line of the property that you are shown to be  
495 purchasing; from this point to here and to there, the ditch is shown centered on the property line.

496

497 Tommy Harrison: So we'll be maintaining both sides of the ditch.

498

499 Sean Robey: Who's we?

500

501 Tommy Harrison: The development and myself. The developer and myself will be maintaining  
502 that ditch? The reason I'm asking, 'cause last year when...he's no longer with you,  
503 Mizelle...Jason, when he went out there to pin that acre and --- I asked Jason about the ditch and  
504 he said the ditch would be on the developer's side.

505

506 Sean Robey: And I don't think that we have any problems moving the ditch back onto the  
507 developer's side if that is what Mr. Harrison wants to do.

508

509 Tommy Harrison: Yeah I got enough ditches to maintain on 343.

510

511 Sean Robey: That's not of consequence. That would be an accepted condition.

512

513 Tommy Harrison: All right, that's all. And one more; the 35-foot...this 35-foot easement that  
514 you know was redone.

515

516 Sean Robey: The property off of 343?

517

518 Tommy Harrison: Yes, yeah. On the Planning Board meeting they talked about pushing up the  
519 Isaac Court, I guess that's the street name, pushing that up 35 feet maybe to give me more  
520 distance away from the house so I can have more space. They talked about that on the last  
521 Planning Board meeting. And also coming out, that's my biggest concern because 343 in that  
522 curve by the Methodist Church, people go flying through there. And when they have crops...I  
523 realize when I built my house I knew there was a farm beside me. So I knew when crops came  
524 and the corn grew I had to be extra cautious. Well now there's a subdivision and there's going to  
525 be a permanent structure. I just want to make sure a 35-foot setback is ample you know for me  
526 going out on 343. 'Cause it is dangerous 'cause that curve right there at the church. And that's  
527 one of the reasons I built my house so close to that property line; because I want to get away  
528 from that curve because people go flying around there like it's a racetrack and it's dangerous. So  
529 that 35...I'm just concerned about that 35 setback. Should it be more so it'll give me more room  
530 to see? Because anybody can build a fence and it'll be a permanent structure and you know there  
531 you go, I'll have a problem. I'm a builder as well and when you get into a development people  
532 don't read their setbacks. You know next thing you know they got fences that don't even belong

533 there. Then next thing you know you've got a fight on your hands. So that setback really  
534 concerns me.

535

536 Attorney Morrison: What is your request, sir? Can you be specific as to what you think the  
537 Board should do?

538

539 Tommy Harrison: I think it should be...I think it should be more of a setback so I'll give me a  
540 ample...

541

542 Attorney Morrison: Well give us a number, please.

543

544 Tommy Harrison: Huh?

545

546 Attorney Morrison: Give us a number.

547

548 Tommy Harrison: I'd say...well it's 50 feet from the Isaac Court to the setback so why shouldn't  
549 it be 50 feet from 343?

550

551 Attorney Morrison: All right, you're requesting a 50-foot setback there.

552

553 Tommy Harrison: Yes, sir.

554

555 Attorney Morrison: Okay, fine. They just need something to work with.

556

557 Tommy Harrison: Oh okay. All right. Thank you.

558

559 Attorney Morrison: I think Mr. Robey ought to be able to respond to the request for the 50-foot  
560 setback.

561

562 Dave Parks: The setbacks that are provided do meet the requirements of your ordinance.

563

564 Sean Robey: We are severely limited with road frontage within the subdivision and in order to  
565 keep these lots buildable we have elected to use the minimum setback that is in the ordinance of  
566 the 35 feet and would request to continue to do so. Isaac Court is more favored towards lot 1  
567 than it is towards lot 16. I draw your attention to the plat. Lot 1 has 245 feet of straight line  
568 frontage on 343 and lot 16 has really about 280 feet. I know that the plat says 298 on the angle  
569 there but it is a little more skewed towards lot 1 to make lot 16 deeper. I'm sure it's probably not  
570 as deep as Mr. Harrison would like and I know we've talked about arranging the lots differently  
571 but this allows us to keep the configuration that we have.

572

573 Commissioner Munro: I have a question for you.

574

575 Chairman Riggs: Mr. Munro.

576  
577 Commissioner Munro: Let me ask my question real quick though. That 35-foot setback on lot  
578 16, that's where the edge of the house could be built?  
579  
580 Dave Parks: That's the building setback.  
581  
582 Commissioner Munro: Building setback; 35 feet from 343 South.  
583  
584 Sean Robey: From the right-of-way of 343.  
585  
586 Commissioner Munro: From the right-of-way. Correct, okay.  
587  
588 Sean Robey: So 35 feet off the back of the ditch more or less if you will.  
589  
590 Commissioner Munro: Okay.  
591  
592 Sean Robey: Off the existing pole line along 343.  
593  
594 Commissioner Munro: And then how far is the setback from the edge of the property line to Mr.  
595 Harrison's property line?  
596  
597 Sean Robey: There is a 20-foot drainage easement there that will govern that setback. I think the  
598 county rear setback is only 10 feet. But that will be increased by another 10 because of the  
599 drainage easement. So no structure within that 20 foot including a fence.  
600  
601 Commissioner Munro: And you're worried about a fence being built in the future?  
602  
603 Tommy Harrison: Well yes sir. Yes, sir. Mr. Robey said...  
604  
605 Commissioner Munro: Not so much the structure of the house but a fence that you can't see  
606 around.  
607  
608 Tommy Harrison: Well a fence or a plant, shrubs; anything could be put there. You talk about...  
609  
610 Commissioner Munro: Is there any consideration that any fence built on the edge of that property  
611 line from the 35-foot setback be at a low level and not a 6-foot high privacy fence; but a lower  
612 three or four-foot fence that you can see over when you're in your vehicle; when you're in a  
613 standard vehicle exiting your property?  
614  
615 Tommy Harrison: Now look how tall I am. (laughter)  
616  
617 Commissioner Munro: You would be in a vehicle, sir. You would be sitting...  
618

619 Tommy Harrison: Wouldn't I be lower? Unless I'm in my pickup truck. But...  
620  
621 Commissioner Munro: I mean is that type of solution suitable to you, Mr. Harrison?  
622  
623 Tommy Harrison: Well Mr. Robey said the length of number 1 compared to 16...now keeping in  
624 mind there's 50 feet of buffer on Randy's side. So Randy has no problem with a curve. And the  
625 minimum...  
626  
627 Commissioner Munro: Well he's further down the road, too.  
628  
629 Tommy Harrison: Huh?  
630  
631 Commissioner Munro: He's further down the road.  
632  
633 Tommy Harrison: And further down the road.  
634  
635 Commissioner Munro: But he has what buffer?  
636  
637 Tommy Harrison: He has an open buffer; a 50-foot buffer. So you got to take that into account;  
638 the length of lot number 1.  
639  
640 Commissioner Munro: Can I ask the developer a question then since you brought that up? That  
641 50-foot buffer goes all the way around the property but just doesn't...it stops at the back of Mr.  
642 Harrison's property?  
643  
644 Sean Robey: So the original design was completed by somebody within my office who is no  
645 longer here. So this was inherited by me to take a look at this. That open space was there all the  
646 way from what I understand the sketch plan. If I'm wrong, correct me.  
647  
648 Commissioner Munro: Well I'm just wondering why it's going all the way around the property  
649 and stopping...I mean you're giving one..  
650  
651 Dave Parks: The buffer is there. The minimum buffer is required ---. (too low)  
652  
653 Commissioner Munro: I understand that but why is one neighbor to the north getting a 50-foot  
654 buffer and one neighbor to the south not getting a 50-foot buffer between the property?  
655  
656 Sean Robey: The area along the back of lots 1, 2, 3, 4 and 5 is extremely low.  
657  
658 Commissioner Munro: Extremely low, okay.  
659

660 Sean Robey: Yes and there are multiple ditches that are planned for that area. There is one that  
 661 is adjacent to Mr. Krainiak's property as well as there is one fairly large ditch that is centered on  
 662 the property lines of the rears of lots 1, 2, 3 and 4. As you get down to the end...

663

664 Commissioner Munro: Hold on a second, I'm getting...

665

666 Sean Robey: As you get down to lot 5, the width of that ditch...and I'm gonna make a stab. I'm  
 667 don't have a scale here with me but the width of that ditch is probably approaching 30 feet wide  
 668 total. So over 15, 17 feet of that ditch is actually into that buffer. There is actually an outlet, a  
 669 drainage outlet off the end of lot 5. As we move down into lots 6, 7, 8, most of all that buffer is  
 670 wetlands all the way around, all the way up to the piece of property being conveyed to Mr.  
 671 Harrison.

672

673 Commissioner Munro: Okay.

674

675 Sean Robey: That buffer is in wetlands.

676

677 Chairman Riggs: In the back corner to the north there's a piece of wetland that comes up there by  
 678 that slough. Is that what you're saying? Okay.

679

680 Sean Robey: There's wetlands all along the back.

681

682 Chairman Riggs: And that necessitates you having a wider buffer in that area anyway. Did you  
 683 say it was going to be a 35-foot wide ditch back there?

684

685 Sean Robey: I would say that it is very close top of bank to top of bank to be 30 feet at the rear of  
 686 lot 5.

687

688 Chairman Riggs: That's part of your drainage plan; to get that water off of that.

689

690 Sean Robey: We have multiple outlets, yes, that drain out.

691

692 Chairman Riggs: Okay.

693

694 Commissioner Meiggs: Mr. Chair, help me if I'm wrong but your concern is out on the road,  
 695 right; being able to look and see, correct?

696

697 Tommy Harrison: Yes, sir. That's one of my concerns.

698

699 Commissioner Meiggs: Okay so all this other...this setback don't have nothing to do with that  
 700 except out on the road, correct?

701

702 Tommy Harrison: Correct. That's one of my concerns, yes.

703  
704 Commissioner Munro: You are correct. That was another question.  
705  
706 Commissioner Meiggs: Well how much from where the state right of way stops, how much more  
707 setback is there that has been laid out by the developer?  
708  
709 Dave Parks: 35 feet.  
710  
711 Commissioner Meiggs: 35 feet plus whatever is left of the state right of way before you get to the  
712 road...  
713  
714 Commissioner Munro: Correct.  
715  
716 Commissioner Meiggs: ...which that's going to give you what, about 50 feet?  
717  
718 Commissioner Munro: The right of way is a 60-foot right of way. I would get that the pavement  
719 there is maybe 22 feet wide; so 22 to 24, let's take 12 away from 60. So 48.  
720  
721 Commissioner Munro: 48.  
722  
723 Commissioner Meiggs: I missed it by 2.  
724  
725 Sean Robey: I'm sorry, 12 from 30; excuse me, 12 from 30. So 18 and 35 is what is in shoulder,  
726 ditch and open area; 18 and 35.  
727  
728 Commissioner Meiggs: 53.  
729  
730 Sean Robey: Yeah.  
731  
732 Commissioner Meiggs: Okay.  
733  
734 Commissioner Munro: And those two front lots, do they load onto Isaac?  
735  
736 Sean Robey: Yes.  
737  
738 Commissioner Munro: They load onto Isaac? They don't load onto 343?  
739  
740 Sean Robey: Yes.  
741  
742 Commissioner Munro: Okay.  
743  
744 Dave Parks: There is an NCDOT sight triangle of 10 x 70 along Isaac and 343. ---. (too low)  
745

746 Tommy Harrison: Now the 35 setback from what I understand is from the ditch, correct?

747

748 Dave Parks: It's from the right of way.

749

750 Sean Robey: The right of way.

751

752 Tommy Harrison: That's my concern. You said that's the minimum you know far as the state or  
753 whatnot. I'm not concerned about the minimum. I'm concerned about my safety getting out on  
754 343. I've lived there for 26 years. I know what it's like especially when the crops are up. You  
755 have to be very cautious June, July and August because somebody's gonna run you down quick.  
756 And I foresee that being a problem down the road. I'm just worried about my safety getting out  
757 on 343 'cause I know what the traffic is like. Thank you.

758

759 Dave Parks: Okay that'd be up to the Board if they want to increase that setback. The applicant  
760 has met all the requirements of the ordinance as far as setbacks go.

761

762 Attorney Morrison: Let's address that if we could please, Mr. Parks. To refresh the Board, the  
763 applicant has met the requirements of the Unified Development Ordinance with the setback,  
764 correct?

765

766 Dave Parks: Yes, sir.

767

768 Attorney Morrison: However, the Unified Development Ordinance also says that the  
769 commissioners can make further requirements for the health and safety of the community,  
770 adjacent property. But safety is an issue they can take into account should they desire to do so.

771

772 Dave Parks: Yes, sir.

773

774 Attorney Morrison: Okay. So even though, and I'm not suggesting what you should do one way  
775 or the other, I'm just saying it is within your authority if you find that safety requires a deviation  
776 from your ordinance in some modest amount. You can't completely rewrite your ordinance but  
777 you can tweak it a little bit, okay. All right now what's also confusing to me though is it sounds  
778 like when you take into account the right of way plus the setback there's 53 feet of clearance. Is  
779 that correct? Am I wrong or right?

780

781 Dave Parks: That's an estimate; it's pretty close.

782

783 Attorney Morrison: Okay and if I understood the gentleman that's objecting he was requesting  
784 50 feet. I must be missing something here. I mean I'm not trying to be cute, I just don't  
785 understand where I'm going wrong.

786

787 Chairman Riggs: Moot point, Mr. Attorney. It's one of those moot points; 50 feet, 52 feet. I  
788 graduate from Camden but 18 and 35...

789  
790 Attorney Morrison: It's 53, right?

791  
792 Chairman Riggs: Makes 53 to me.

793  
794 Attorney Morrison: But anyway it's in excess of 50 feet is my point.

795  
796 Commissioner Meiggs: Yes.

797  
798 Chairman Riggs: So we need a motion to close the public hearing, right? You got something  
799 else you need to say?

800  
801 Dave Parks: No, sir.

802  
803 Chairman Riggs: Okay. I didn't know, you were looking at me like you wanted to talk some  
804 more. I was praying not.

805  
806 **Motion to close the public hearing.**

807 **RESULT:** PASSED [4-0]  
808 **MOVER:** Tom White, Vice Chairman  
809 **AYES:** Meiggs, White, Munro, Riggs  
810 **RECUSED:** Krainiak

811  
812 **Motion to add Special Use Permit (UDO 2017-02-28) to New Business as Item 6.C.**

813 **RESULT:** PASSED [4-0]  
814 **MOVER:** Tom White, Vice Chairman  
815 **AYES:** Meiggs, White, Munro, Riggs  
816 **RECUSED:** Krainiak

817  
818 Upon conclusion of the public hearing on Special Use Permit (UDO 2017-02-28) Fairfax Major  
819 Subdivision, Commissioner Krainiak returned to his position on the dais.

820  
821 B. Camden Commerce Park Property Sale

822  
823 **Motion to open public hearing for the sale of property in Camden Commerce Park.**

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

827

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

828 Economic Development Director Charlie Bauman addressed the Board concerning the sale of  
829 6.52 acres of property located in the Camden Commerce Park. Custom Homes LLC, operating  
830 as WAO Garage plans to build an 8,000 square-foot facility where it will restore collectible  
831 automobiles and offer related products. The company is expected to hire up to 10 skilled  
832 employees and invest more than \$700,000 in the project.

833  
834 Mr. Bauman introduced Mr. Randy Fink of Coastal Custom Homes, LLC. Mr. Fink expressed a  
835 desire to work with students from local highs schools and colleges that have interest in the  
836 industry and looks forward to working with the community.

837  
838 Chairman Riggs opened the floor for public comment. There were no comments from the  
839 public.

840  
841 Attorney Morrison explained to the board that the restrictive covenants must be approved and  
842 recorded before the lot is sold. Part of the approval process will be to instruct Dan Porter and the  
843 attorney to finalize the restrictive covenants.

844  
845 **Motion to close the public hearing on the sale of 6.42 acres in Camden Commerce Park**  
846 **property.**

847	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
848	<b>MOVER:</b>	Tom White, Vice Chairman
849	<b>AYES:</b>	Meiggs, White, Krainiak, Munro, Riggs

850  
851 **Motion to add the sale of property in Camden Commerce Park to new business as Item**  
852 **6.D.**

853	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
854	<b>MOVER:</b>	Tom White, Vice Chairman
855	<b>AYES:</b>	Meiggs, White, Krainiak, Munro, Riggs

856  
857 C. Proposed FY 2018-2019 Budget

858  
859 County Manager Ken Bowman presented to the Board the FY 2018-2019 Budget and Budget  
860 Message.  
861

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)



## FY 2018-2019 Budget Message

May 11, 2018

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

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

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

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

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**Revenues**

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

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

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

**Expenditures**

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

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

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

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

**Departmental Appropriations**

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

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

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**Special Appropriations**

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

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

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

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

**Major Concerns**

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

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

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

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

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

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

**Other Major Program Goals**

**Community Park Trust Fund**

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

**County Capital Reserve Fund**

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

**School Capital Reserve Fund**

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

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**RECOMMENDATION**

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

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

In order to get to a balanced budget we can:

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

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

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

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

**FY 2018-2019 Budget Summary**

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

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Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

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

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

Respectfully submitted,

Kenneth L. Bowman  
Budget Officer/County Manager

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Chairman Riggs opened the floor for public comment. There were no public comments offered.

**Motion to come out of public hearing on the proposed FY 2018-2019 Budget.**

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

**Motion to add the proposed FY 2018-2019 Budget to New Business as Item 6.E.**

**RESULT:** PASSED [UNANIMOUS]  
**MOVER:** Tom White, Vice Chairman  
**AYES:** Meiggs, White, Krainiak, Munro, Riggs

D. Public Hearing on Proposed 2019-2023 Capital Improvement Program.

**Motion to open public hearing on Proposed 2019-2023 Capital Improvement Program.**

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

County Manager Bowman presented the proposed 2019-2023 Capital Improvement Program to the Board.

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

June 4, 2018

**Camden County Board of Commissioners**

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

**Re: Fiscal Year 2018-2022 Recommended Capital Improvement Program**

Chairman Riggs and Commissioners:

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

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

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

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

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

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Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

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

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

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

Respectfully Submitted,

  
Kenneth L. Bowman  
County Manager

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Chairman Riggs opened the floor for public comment. There were no public comments offered.

**Motion to close public hearing on Proposed 2019-2023 Capital Improvement Program.**

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

**Motion to add Proposed 2019-2023 Capital Improvement Program to New Business as Item 6.F.**

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

**ITEM 6. New Business**

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A. Tax Report – Lisa Anderson presented the monthly tax report.

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

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

**OUTSTANDING TAX DELINQUENCIES BY YEAR**

<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2017	191,360.93	4,887.88
2016	50,537.83	3,026.11
2015	22,702.17	1,327.26
2014	16,291.62	1,414.83
2013	11,402.00	5,455.53
2012	8,238.20	8,200.20
2011	5,481.71	6,587.17
2010	4,244.84	4,982.86
2009	3,978.27	4,678.37
2008	3,795.46	5,094.46
TOTAL REAL PROPERTY TAX UNCOLLECTED		318,033.03
TOTAL PERSONAL PROPERTY UNCOLLECTED		45,654.67
TEN YEAR PERCENTAGE COLLECTION RATE		99.51%
COLLECTION FOR 2018 vs. 2017		37,263.75 vs. 21,655.68

**LAST 3 YEARS PERCENTAGE COLLECTION RATE**

2017	97.21%
2016	99.20%
2015	99.64%

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Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

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

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

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30 Largest Unpaid – Real

Table with 7 columns: Roll, Parcel Number, Unpaid Amount, YrsDlq, Taxpayer Name, City, Property Address. Lists 30 largest unpaid real estate taxes with details on parcel numbers, amounts, delinquency years, taxpayer names, and addresses.

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Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

951 30 Oldest Unpaid – Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	8,748.30	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	10	4,945.29	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7988-00-91-0179.0001	10	2,126.56	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8943-04-93-8214.0000	10	2,116.86	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	03-8952-00-95-8737.0000	10	1,955.58	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	1,797.88	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-12-8596.0000	10	1,733.11	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1568.0000	10	1,056.42	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	1,030.78	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	03-8962-00-50-0273.0000	10	883.88	DAISY WILLIAMS BURNHAM	SHILOH	RAYMONS CREEK RD
R	01-7090-00-60-5052.0000	10	757.21	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8955-00-13-7846.0000	10	592.68	MARIE MERCER	CAMDEN	IVY NECK RD
R	02-8936-00-24-7426.0000	10	576.45	BERNICE PUGH	CAMDEN	113 BOURSN ST
R	03-8980-00-61-1968.0000	10	249.67	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	01-7090-00-95-5262.0000	10	244.56	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-9809-00-45-1097.0000	10	202.56	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8899-00-37-0046.0000	10	157.01	ELIZABETH LONG	SHILOH	HIBISCUS
R	03-9809-00-17-2462.0000	10	141.58	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	01-7080-00-17-1977.0000	9	2,062.78	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-9809-00-24-6322.0000	9	550.77	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	03-8980-00-84-0931.0000	8	187.90	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	01-7998-01-08-6797.0000	7	3,865.55	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	02-8945-00-41-2060.0000	7	2,681.96	LABELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	03-8990-00-04-9097.0000	7	1,856.31	CECIL BARNY HEIRS	SHILOH	NECK RD
R	03-8990-00-64-8379.0000	7	792.39	CHRISTOPHER FROST-JOHNSON	SHILOH	LITTLE CREEK RD
R	02-8935-01-07-0916.0000	7	574.95	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	03-8962-00-70-7529.0000	7	512.66	MARY SNOWDEN	SHILOH	WICKHAM RD
R	01-7989-04-90-0938.0000	7	453.61	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-8962-00-60-7648.0000	7	281.11	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
R	02-8954-00-97-4350.0000	7	280.89	GEORGE SHAW	CAMDEN	TROTMAN RD N

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953 30 Largest Unpaid – Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001709	2,003.83	9	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001538	866.88	10	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001046	764.04	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	748.98	7	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001476	706.41	1	MIKE TAYLOR	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001072	648.76	9	PAM BUNDY	SHILOH	105 AARON DR
P	0002194	516.98	3	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001952	483.28	6	KAREN BUNDY	CAMDEN	431 158 US W
P	0000295	412.03	6	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001230	411.11	6	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001681	312.08	6	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001694	288.99	6	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001693	261.90	9	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001106	253.06	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0001104	242.20	1	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0001638	238.91	6	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0000466	210.76	1	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN LOT 12
P	0000905	205.60	1	LAMBS OF CAMDEN	CAMDEN	152 HWY 158 W
P	0000905	204.42	3	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0000846	201.12	2	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0002442	200.37	1	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0001250	194.43	1	MICHELE LEE TAYLOR-DUKE	SOUTH MILLS	108 BINGHAM RD
P	0001010	189.68	5	RAYBURN BURGESS	SHILOH	116 EDGEWATER DR
P	0001546	189.57	1	GEORGE ROWLAND	CAMDEN	431 158 US W
P	0000297	182.53	2	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0001673	177.05	9	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0002886	170.36	6	GEORGE LINWOOD POWELL	CAMDEN	177 SANDHILLS RD
P	0000248	159.99	10	ROBERT H. OWENS	CAMDEN	A STREET
P	0000543	152.90	1	TRACK 1 OF CAMDEN	CAMDEN	143 158 US W
P	0000945	145.98	3	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD

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955 30 Oldest Unpaid – Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001538	866.88	10	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001046	764.04	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	748.98	7	LESLIE ETHERIDGE JR	CAMDEN	
P	0001072	648.76	9	PAM BUNDY	SHILOH	105 AARON DR
P	0001106	253.06	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0000248	159.99	10	ROBERT H. OWENS	CAMDEN	A STREET
P	0001540	120.95	10	DAVID LUKE	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001709	2,003.83	9	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001693	261.90	9	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001673	177.05	9	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0000316	115.56	9	JAMES P. TONES	CAMDEN	142 SANDHILLS RD
P	0001827	483.28	8	KAREN BUNDY	CAMDEN	431 158 US W
P	0001722	140.55	7	JANET LEARY	SOUTH MILLS	LINTON ROAD
P	0001639	123.29	7	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
P	0001230	411.11	6	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001681	312.08	6	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001694	288.99	6	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	238.91	6	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0002846	170.36	6	GEORGE LINWOOD POWELL	CAMDEN	177 SANDHILLS RD
P	0001740	109.23	6	JASON & KEVIN WORDEN	SOUTH MILLS	STILES LANE
P	0002194	516.98	5	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001010	189.68	5	RAYBURN BURGESS	SHILOH	116 EDGEWATER DR
P	0001638	210.76	3	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN LOT 12
P	0000905	204.42	3	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0001250	194.43	3	MICHELE LEE TAYLOR-DUKE	SOUTH MILLS	108 BINGHAM RD
P	0000945	145.98	3	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0001476	706.41	2	MIKE TAYLOR	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0000295	412.03	2	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000466	205.60	2	LAMBS OF CAMDEN	CAMDEN	152 HWY 158 W
P	0000846	201.12	2	TOAN TRINH	SHILOH	229 SAILBOAT RD

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Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

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

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

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 965 B. Resolution – Salaries & Compensation for Various Boards and Commissions FY 2018-  
 966 2019  
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**Resolution No. 2018-06-01**

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

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

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

**Section 1: BOARD OF COMMISSIONERS**

Chairman	\$550.00 per month plus mileage.
Vice-chairman/ Board Member	\$525.00 per month plus mileage

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

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Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

4. Eligible meetings shall not include attendance to social occasions (banquets, meals (except as part of a participatory meeting), entertainment, sports, galas, fundraisers, clubs, etc.), or informal or telephonic conversations. For any fundraisers that the board decides to attend, the County will pay for the ticket if the Commissioner's agree that the event benefits Camden County residents and serves a public purpose but will not receive meeting pay for attendance. (Must be non-partisan and non-profit)
5. Attendance at Board appointed Board Meetings (ie. Library, DSS, ADJ) will not be reimbursable to Commissioners who are not appointed to those boards unless they are asked to attend by the appointee who is unable to attend or at the request of the Board of Commissioners in the Commissioner's official capacity.
6. Commissioners shall receive a payment of \$150.00 per day for any meeting or day for travel to/from meeting, lasting more than four hours and out of the county (35 mile radius of the Courthouse).
7. Mileage will be reimbursed at the rate established by the Federal Mileage Reimbursement Rate for travel as allowed in IRS Publication 15.
8. Board members are required to submit in writing (via internal form) a voucher/request for reimbursement setting forth description of the meeting, date, time and place.
9. Special meeting reimbursement requests that exceed seven in a month will require Board approval.

**Section 2: BOARD OF ELECTIONS**

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

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

**Section 4: SOCIAL SERVICES BOARD**

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

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Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

- Section 5: AGING ADVISORY COUNCIL**  
\$30.00 per meeting, plus mileage and meal if required.
- Section 6: RECREATION BOARD**  
\$30.00 per meeting, plus mileage.
- Section 7: JURY COMMISSION**  
\$ 7.25 per hour for hours worked compiling jury list.
- Section 8: ECONOMIC DEVELOPMENT BOARD**  
\$30.00 per meeting, plus mileage.
- Section 9: SENIOR CENTER BOARD**  
\$30.00 per meeting. No travel
- Section 10: LIBRARY BOARD**  
\$30.00 per meeting. No travel
- Section 11: AGRICULTURAL ADVISORY BOARD & FIRE COMMISSIONS**  
No Compensation
- Section 12: TRAVEL & MILEAGE REIMBURSEMENT**  
All Boards and Commissions are subject to the approved Camden County Travel Policy. Mileage will be reimbursed at the rate established by the Federal Mileage Reimbursement Rate for travel as allowed in IRS Publication 15 for all compensable meetings. Any volunteer or non-paid meetings will not qualify for travel or mileage reimbursement without Board of Commissioners approval.

ATTEST:

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



*Clayton D. Riggs*  
 \_\_\_\_\_  
 Clayton D. Riggs, Chairman  
 Camden County Board of Commissioners

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**Motion to adopt Resolution – Salaries & Compensations for Various Boards and Commissions.**

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

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C. Special Use Permit UDO 2017-02-28 Fairfax Major Subdivision

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**Motion to approve Special Use Permit UDO 2017-02-28 Fairfax Major Subdivision with the conditions stated in the Finding of Facts.**

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

992 **RESULT:** PASSED [4-0]  
 993 **MOVER:** Ross Munro, Commissioner  
 994 **AYES:** Meiggs, White, Munro, Riggs  
 995 **RECUSED:** Krainiak

D. Commerce Park Sale

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 999 **Motion to approve the fee simple sale of 6.52 acres of property located in the Camden**  
 1000 **Commerce Park for the proposed consideration of \$143,440.00 to Coastal Homes, LLC and**  
 1001 **to approve the restrictive covenants in such form as deemed appropriate by the Planning**  
 1002 **Director and the County Attorney.**  
 1003

1004 **RESULT:** PASSED [UNANIMOUS]  
 1005 **MOVER:** Tom White, Vice Chairman  
 1006 **AYES:** Meiggs, White, Krainiak, Munro, Riggs

E. Proposed FY 2018-2019

FY 2018-2019 Budget

Schedule of Changes Per Budget Work Sessions

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

General Fund

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

Other Funds

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

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

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

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**SOUTH CAMDEN WATER & SEWER DISTRICT**

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

**WATER RATES**

**MONTHLY BASE RATE:**

**No Change**

**ADDITIONAL MONTHLY USAGE:**

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

**SEWER RATES**

**MONTHLY BASE RATE:**

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

**NEW USAGE TIER RATE STRUCTURE**

MATCHES WATER USAGE TIERS & CREATES COMMERCIAL TIERS

**ADDITIONAL MONTHLY USAGE:**

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

**Additional Changes**

**GOVERNMENTAL & SCHOOLS:**

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

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

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## SOUTH CAMDEN WATER & SEWER DISTRICT

### System Development Fee Rate Table:

Meter Size	Cost-Justified		
	Meter Ratio	Water	Wastewater
3/4"	1.0	\$ 2,500	\$ 7,400
1"	1.7	4,167	12,333
1.5"	3.3	8,333	24,667
2"	5.3	13,333	39,467
3"	10.7	26,667	78,933
4"	16.7	41,667	123,333
6"	33.3	83,333	246,667
8"	53.3	133,333	394,667
10"	140.0	350,000	1,036,000
12"	176.7	441,667	1,307,333

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

2018 System Development Fee Analysis  
Approved 6/4/2018

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

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

**ARTICLE I. BUDGET ORDINANCE**

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

**ARTICLE II. GENERAL FUND**

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

Governing Body.....	\$111,647
County Administration.....	194,194
Elections.....	123,168
Finance.....	218,373
Personnel.....	73,432
Tax Supervisor.....	452,883
Legals.....	60,000
Register of Deeds.....	240,877
Planning.....	279,291
Inspections.....	175,983
Economic Development Commission.....	124,288
Building & Grounds.....	347,070
Sheriff.....	1,702,046
School Resource Officer (SRO).....	136,949
Court Facilities.....	27,529
Public Works Administration.....	118,745
Fleet Vehicles.....	26,760
Traffic.....	2,060
Solid Waste.....	684,267
Public Health.....	120,683
Extension.....	143,000
County Public Library.....	201,460
Parks & Recreation.....	264,666

DDJP (JCPC) .....	62,288
Senior Center .....	153,173
Post-Employment Benefits .....	33,552
Non-Departmental.....	207,300
Soil/Water Conservation.....	68,883
Capital Outlay/Debt Service .....	1,102,147
Special Appropriations:	
Albemarle Commission .....	7,201
EMS .....	529,973
Conservation/Forestry.....	60,733
RC&D .....	750
Central Communications .....	274,519
Emergency Management .....	29,654
S. Camden Water & Sewer .....	89,665
MLK Funding .....	300
Special Funding .....	1,000
CH&S Fire Commission Four Cents .....	253,421
South Mills Fire Commission Four Cents .....	168,152
Social Services .....	346,308
Schools – Contribution to Capital Reserve.....	295,000
Schools – Current Expense .....	2,600,000
Albemarle Hopeline .....	2,000
College of the Albemarle.....	45,000
Camden Food Pantry.....	2,000
Albemarle Food Bank.....	2,000
Alb. Dist. Jail Operations.....	337,015
4-H Insurance.....	53,004
Contingency .....	40,000
<b>TOTAL GENERAL FUND</b>	<b>\$12,594,409</b>

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

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

Utilities Franchise Fees.....	690,000
Medicaid Hold Harmless .....	450,000
Restricted Intergovernmental:	
State Grants – JJDP.....	51,907
Soil/Water Funds .....	3,600
Capital Reserve & Transfer Tax for Capital Debt Service ....	199,025
Court Facilities Fees .....	21,000
Alb. Comm. Nutrition Site.....	6,840
School Resource Officer .....	37,838
School Capital Reserve Fund for School Debt Service .....	873,121
Senior Center Grants.....	7,388
Senior Center State Grants.....	1,000
Health & Wellness Grant.....	2,350
Fees and Permits:	
Register of Deeds Fees.....	150,500
Building Permits and Planning Fees .....	149,150
Land Use Fees.....	20,000
Leased Property .....	20,000
Tire Disposal Dist .....	20,000
White Goods Disposal Dist.....	4,500
Recyclables .....	6,000
Disposables Tax Distribution.....	5,000
Electronics Management.....	800
Cable Franchise Fee.....	70,000
Gun Permit Fees.....	15,000
Golf Cart Fees .....	200
Pet/Privilege Licenses .....	250
5 Cents Per Bottle Fees .....	3,600
Extension Fees .....	10,000
Library Fees .....	4,900
Recreation Fees.....	18,600
Senior Center Participation Fees.....	5,000
Sales and Services:	
Jail Fees.....	3,000
Sheriff's Officer Fees.....	20,000
Sale of Fixed Assets.....	4,500
LESO Sheriff's Equipment Disposal .....	30,000
Fines & Forfeitures .....	60,000
911 Fees for GIS .....	3,900
Other:	
Sheriff's Department Grants & Donations .....	2,700
Interest.....	46,000
Miscellaneous .....	11,660
Fund Balance Committed .....	1,301
Appropriated Fund Balance .....	266,081
<b>TOTAL GENERAL FUND</b>	<b>\$12,594,409</b>

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

**ARTICLE III. SOUTH CAMDEN WATER/SEWER DISTRICT FUND**

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

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

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

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

**ARTICLE IV. WATER/SEWER CAPITAL RESERVE FUND**

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

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

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

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

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

1020  
1021  
1022

**ARTICLE V. WATER/SEWER PROJECT FUND**

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

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

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

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

**ARTICLE VI. COURTHOUSE & SHILOH FIRE COMMISSION FUND**

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

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

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

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

**ARTICLE VII. SOUTH MILLS FIRE COMMISSION FUND**

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

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

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

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

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

**ARTICLE VIII. SOCIAL SERVICES**

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

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

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

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

**ARTICLE IX. JOYCE CREEK DRAINAGE PROJECT FUND**

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

Watershed Projects & Expenses .....	\$42,835
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It is estimated that the following revenues will be available in the Joyce Creek Drainage Project Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

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

**ARTICLE X. REVALUATION RESERVE FUND**

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

Reserved for Revaluation Expenses.....	\$255,000
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Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

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

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

**ARTICLE XI. CAPITAL RESERVE FUND**

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

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

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

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

**ARTICLE XII. SCHOOL CAPITAL RESERVE FUND**

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

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

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

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

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

**ARTICLE XIII. DISMAL SWAMP VISITOR CENTER FUND**

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

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

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

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

**ARTICLE XIV. FEREBEE COURTHOUSE TRUST FUND**

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

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

**ARTICLE XV. COMMUNITY PARK TRUST FUND**

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

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

1026  
1027  
1028

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

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

**ARTICLE XVI. REGISTER OF DEEDS AUTOMATION ENHANCEMENT AND PRESERVATION FUND**

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

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

**ARTICLE XVII. CODE ENFORCEMENT REVOLVING FUND**

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

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

**ARTICLE XVIII. STORMWATER MANAGEMENT UTILITY FUNDS**

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

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

Watershed Expenses & Reserve .....	\$51,125
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Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

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

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

Watershed Expenses & Reserve ..... \$20,050

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

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

Watershed Expenses ..... \$18,050

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

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

Watershed Expenses ..... \$20,050

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

**ARTICLE XIX. TOURISM DEVELOPMENT AUTHORITY**

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

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

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

**ARTICLE XX. TAX PENALTIES SCHOOL FUND**

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

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

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

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

**ARTICLE XXI. EDC PROJECT FUND**

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

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

**ARTICLE XXII. SCHOOL APPROPRIATIONS**

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

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

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

**ARTICLE XXIII. TAX LEVY**

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

1031  
1032  
1033

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

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

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

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

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

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

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

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

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

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

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

This Budget Ordinance was adopted on the 4<sup>th</sup> day of June, 2018

CAMDEN COUNTY BOARD OF COMMISSIONERS

*Clayton D. Riggs*  
 Clayton D. Riggs, Chair

*George T. White*  
 George T. White, Vice-Chairman

ATTEST:

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

*Kenneth Bowman*  
 Kenneth Bowman  
 Budget Officer/County Manager



1035  
 1036  
 1037  
 1038  
 1039  
 1040  
 1041

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)



## SCHEDULE OF FEES

FY 2018-2019

Schedule adopted with Budget Ordinance June 4, 2018

1042

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

CAMDEN COUNTY  
Fee Schedule

TABLE OF CONTENTS

**Building Inspection/Planning.....1**

**GIS Related Fee Schedule .....5**

**Fee Schedule for Abatement of Property .....6**

**Parks/Recreation Policies/Fees .....7**

**Register of Deeds Schedule of Fees .....8**

**Sheriff Department Fees.....9**

**Pet Licenses.....9**

**Senior Center Fees .....10**

**Senior Trail Use Fees .....12**

**Golf Cart Permits and Beer and Wine .....13**

**South Camden Water Rate Schedule.....14**

**South Camden Sewer Rate Schedule .....15**

**Copies of Public Records.....17**

**Public Library Fees.....18**

**Watershed Fees .....19**

**Approval & Certification .....20**

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

CAMDEN COUNTY  
Inspections & Planning  
Building Permit Fee Schedule

**BUILDING PERMIT FEES**

**RESIDENTIAL, MODULAR, & COMMERCIAL CONSTRUCTION (UP TO 20,000 SQ. FEET)**  
**Minimal Required New Construction Permit Fees:** (1) State Fee (Residential only) 10.00; (2) Base Building Fee 0.25 cents per square foot; (3) Electrical Fee 0.15 cents per square foot; (4) Plumbing Fee 75.00; (5) Mechanical Fee 100.00; (6) Insulation Fee 75.00. Optional Fees: Temporary Power Pole 75.00. Commercial buildings are subject to other fees listed here after.

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

**ELECTRICAL**

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

**PLUMBING**

Plumbing (New Installs)	\$75.00	Plumbing (Repairs)	\$75.00
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**MECHANICAL**

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

**INSULATION**

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

Fee Per Structure	\$50.00
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**MANUFACTURED HOMES**

Singlewide: \$250.00	Doublewide: \$350.00	Triplewide: \$400.00
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**ADDITIONS - Includes Service Systems**

Up to 400 Square Feet	\$150.00	Over 400 Square Feet	\$0.37/Sq. Ft.
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**SWIMMING POOLS & SPAS**

In-ground	\$150.00	Above-ground	\$50.00
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**DETACHED GARAGES, STORAGE, AND UTILITY BUILDINGS**

Minimum Fee/Under 400 Sq. Ft.	\$75.00	Over 400 Sq. Ft.	\$0.18/Sq. Ft.
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**CARPORT / POLE BARN / POLE SHED**

Minimum Fee	\$75.00	Over 834 Sq. Ft.	\$0.09/Sq. Ft.
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**SINGLE UTILITY INSPECTION**

Trade Permit Minimum Fee	\$50.00
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*Inspections & Planning Dept. Fee Schedule  
Revised June 5<sup>th</sup>, 2017  
Page 1 of 5*

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

**SIGNS**

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

**DEMOLITION**

**Fire, Safety, & EPA Regs**

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

**ALTERATIONS / REPAIRS / IMPROVEMENTS**

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

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

Farm Buildings are exempt UNLESS:

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

**MOVING OF ANY BUILDING WITHIN OR INTO THE COUNTY**

Minimum New Construction Fees

**WIND ENERGY SYSTEMS**

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

**SOLAR FARMS**

Panels	\$.50 per panel (minimum \$250)
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**COMMERCIAL PERMIT PRICES (extras)**

**MECHANICAL:**

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

**PLUMBING:**

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

**ELECTRICAL**

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

*Inspections & Planning Dept. Fee Schedule  
Revised June 5<sup>th</sup>, 2017  
Page 2 of 5*

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

**COMMERCIAL PERMIT PRICES (extras - Continued)**

<b>GAS</b>	
Minimum Permit Fee	\$50.00
Per outlet	\$5.00

**NEGLIGENCE FEES**

Inspection Negligence Fee (Applies To):	\$100.00
• Inspections called for but not ready	
• Skipping any applicable mandatory inspection	
• Re-Inspections called for without first correcting discrepancies noted by inspector	
• Wrong sub-contractor other than on Trade Affidavit	
No Permit Negligence Fee (Applies To):	\$Varies
• Building or Trade Related Activities performed without first obtaining and paying for a building permit. Shall result in overall doubling of permit fee.	

**BUILDING PERMIT FEES DUE AT TIME OF ISSUANCE**

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

**LAND USE DEVELOPMENT FEES**

**LAND USE DEVELOPMENT FEES DUE AT TIME OF APPLICATION**

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

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

*Inspections & Planning Dept. Fee Schedule  
Revised June 5<sup>th</sup>, 2017  
Page 3 of 5*

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

1046  
1047  
1048

Planned Unit Development

Concept Plan	<u>See Rezoning</u>	
Master Plan and Amendments	\$1,000.00	(Includes Conditional Use Permit Fee)
Preliminary Plat Level	\$200.00	Per Lot
Final Plat Level	\$50.00	Per Lot
Commercial Site Plan Review	\$25.00	

Stormwater Review Fees / Deposit

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

LAND DISTURBING ACTIVITY

Fill Permit	\$50.00
-------------	---------

**NOTES:**

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

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

---

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

---

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

**CAMDEN COUNTY**  
**GIS**  
Fee Schedule for Sale of GIS Related Data

**Xerox Copy**

Size	Black & White Price	Color Price
8 ½ X 11	\$ .50	\$1.00
8 ½ X 14	\$.75	\$1.50
11 X 17	\$1.00	\$5.00

**Plotter**

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

**Electronic Media**

**Data Layers**

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

**MrSid Compressed Digital Orthophotography**

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

**Customized GIS Work**

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

Camden County Street Maps: \$3.00

CAMDEN COUNTY  
Code Enforcement  
Fees for Abatement of Property by County

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

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

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

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

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

**CAMDEN COUNTY  
Parks & Recreation  
Fee Schedule**

**Recreation Youth Sports Registration Fees:**

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

**Recreation Youth Sports Sponsor Fee:**

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

**Saturday Night Open Gym for Basketball**

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

**Thursday Night Open Gym for Adult Volleyball**

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

Amended June 4, 2018

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

CAMDEN COUNTY  
Register of Deeds  
Fee Schedule

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

Register of Deeds Fee Schedule

1053  
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Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

CAMDEN COUNTY  
Sheriff's Department  
Fee Schedule

**Office Fees**

**Carry Concealed Permit**

New..... \$90.00

Renew ..... \$75.00

Weapon Purchase Permit..... \$5.00

Fingerprints ..... \$10.00

**Civil Process Service**

In-State..... \$30.00

Out of State ..... \$50.00

**Other**

Out of County Mental Patient Transport ..... \$150.00

Diskette Copy of Photos ..... \$10.00

**Dog/Cat Tag Fee**

Annual..... \$5.00

Lifetime..... \$30.00

Kennel Fee ..... \$20.00

*Sheriff Dept Fee Schedule  
Revised June 12, 2015*

CAMDEN COUNTY  
SENIOR CENTER  
Center Fee Schedule

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

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

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

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

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

Senior Center Fee Schedule  
Page 1 of 2

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

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

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

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

**CAMDEN COUNTY**  
**SENIOR CENTER**  
 Trail Fee Schedule

- 1. For events not requiring the provision of any chairs or other equipment, the fee shall be one hundred dollars (\$100.00) and such fee shall be in addition to any other fees required under this schedule.
- 2. For events requiring electricity, the fee shall be ten dollars (\$10.00) per hour and such fee shall be in addition to any other fee required under this schedule.

\*Fee is required prior to Trail use.

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

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Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

CAMDEN COUNTY  
Tax Administration Office  
Fee Schedule

**Golf Cart Permits**

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

**BEER AND WINE FEES**

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

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

**Beer at retail:**

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

**Wine at retail:**

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

**Beer and Wine:**

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

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

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

**WATER SERVICE FEES**

**MONTHLY BASE RATE:**

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

**ADDITIONAL MONTHLY USAGE:**

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

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

**Deposits:**

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

**Charges & Fees:**

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

**Water Capacity Fees:**

<i>(includes \$1,500 Tap Fee)</i>			
¾ inch	\$4,000.00	4 inch	\$7,000.00
1 inch	\$4,500.00	6 inch	\$8,000.00
2 inch	\$5,000.00	6 inch fire svc	\$4,000.00
3 inch	\$6,000.00	Hwy158/Bore	\$2,000.00

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

*South Camden Water Utility Fee Schedule  
Revised June 4<sup>th</sup>, 2018  
Page 1 of 1*

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

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

**SEWER SERVICE FEES**

**MONTHLY BASE RATE:**

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

**ADDITIONAL MONTHLY USAGE:**

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

\*RESIDENTIAL: Includes Apartment & Townhouse Units

**GOVERNMENTAL & SCHOOLS:**

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

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

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

**CONNECTION FEES**

**SEWER CONNECTION FEE:**

Low pressure main with ¾ inch water service: \$8,300  
Gravity 4” connection: \$ 3,500

**COMMERCIAL:** Fees are based on water meter size

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

**SEWER CAPACITY FEE:**

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

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

**ADDITIONAL FEES/FINES**

**Parts and Labor:**

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

**Parts:**

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

**Labor:**

- \$35 per man per hour
- \$75 per hour for backhoe
- \$10 per foot for bores up 2”
- Repairs requiring contracted labor will be charged at invoice cost.

**Fines for Violation of Fats, Oil and Grease Control Ordinance**

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

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

CAMDEN COUNTY  
Public Records  
Fee Schedule

**Copy Fees:**

**Public Records (Black/White)**

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

**Public Records (Color)**

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

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

*Public Records Fee Schedule  
Revised June 12, 2015*

CAMDEN COUNTY  
Public Library  
Fee Schedule

Copy Fees:

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

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

Public Library Fee Schedule  
Revised June 4, 2018

1067  
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CAMDEN COUNTY  
Stormwater/Watersheds  
Maintenance Fee Schedule

**Rate Structure**

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

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

**Rate Table**

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

*Per Single Family Home*

*\*exemptions itemized in the stormwater ordinance.*



*[Signature]*

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

CAMDEN COUNTY  
Approved Fee Schedule Certification

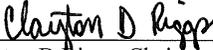
**Continuing authority of commission**

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

**Same-False statements**

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

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

  
\_\_\_\_\_  
Clayton D Riggs, Chair  
Camden County Board of Commissioners

ATTEST:

  
\_\_\_\_\_  
Karen Davis  
Clerk to the Board



Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

1071  
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1074 **Motion to approve the proposed FY 2018-2019 budget was offered by Commissioner**  
1075 **Garry Meiggs. After discussion of the lobbyist contract, Commissioner Meiggs amended**  
1076 **his motion to approve the proposed budget and fee schedule with the inclusion of the**  
1077 **lobbyist contract for an additional year.**  
1078

1079 **RESULT: PASSED [4-1]**  
1080 **MOVER:** Garry Meiggs, Commissioner  
1081 **AYES:** Meiggs, White, Munro, Riggs  
1082 **NAYS:** Krainiak

1083  
1084 Chairman Riggs requested the clerk to the poll the board:

1085  
1086 Vice Chairman White – Aye; Commissioner Meiggs – Aye; Chairman Riggs – Aye;  
1087 Commissioner Krainiak – No; Commissioner Munro – Aye. The motion carried 4-1.

1088  
1089 F. Proposed 2019-2023 Capital Improvement Plan

1090  
1091 **Motion to approve the 2019-2023 Capital Improvement Plan as presented.**  
1092

1093 **RESULT: PASSED [UNANIMOUS]**  
1094 **MOVER:** Tom White, Vice Chairman  
1095 **AYES:** Meiggs, White, Munro, Riggs, Krainiak

1096  
1097 **ITEM 7. BOARD APPOINTMENTS**

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1098  
1099 1. College of the Albemarle Board of Trustees

1100  
1101 **Motion to reappoint Dr. Roger Lambertson to the College of Albemarle Board of Trustees.**

1102 **RESULT: PASSED [UNANIMOUS]**  
1103 **MOVER:** Ross Munro, Commissioner  
1104 **AYES:** Meiggs, White, Munro, Riggs, Krainiak

1105  
1106 2. Community Advisory Committee

1107  
1108 **Motion to appoint Amber Jennings to the Adult Care Home Community Advisory**  
1109 **Committee.**

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

1110 **RESULT:** PASSED [UNANIMOUS]  
 1111 **MOVER:** Tom White, Vice Chairman  
 1112 **AYES:** Meiggs, White, Munro, Riggs, Krainiak

1113  
 1114 **ITEM 8. CONSENT AGENDA**

1115  
 1116 A. BOC Minutes – May 7, 2018

1117  
 1118 B. FY 17-18 Budget Amendments  
 1119

2017-18-BA028 AMENDED  
 CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend the Community Grant Programs Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
14360525-402000	FEMA-Federal	\$684,683	
14360525-402005	FEMA-State	\$228,227	
<b>Expenses</b>			
145025-535010	Project Costs	\$843,910	
145025-598303	Administration	\$ 69,000	

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

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

Balance in Contingency \$15,350.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 4th day of June, 2018.

*Karen M. Davis*  
 \_\_\_\_\_  
 Clerk to Board of Commissioners

*Clayton D. Riggs*  
 \_\_\_\_\_  
 Chairman, Board of Commissioners



Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

2017-18-BA029  
CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend the South Camden Water & Sewer Fund as follows:

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

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

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

Balance in Contingency \$15,350.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 4th day of June, 2018.

*Karen M. Davis*  
Clerk to Board of Commissioners

*Clayton D. Pigg*  
Chairman, Board of Commissioners



1121  
1122

2017-18-BA030  
CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Expenses</b>			
109990-500000	Contingency		\$8,500
105000-515000	Maintenance-Building	\$7,000	
105000-545000	Contracted Services	\$1,500	

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

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

Balance in Contingency \$6,850.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 4th day of June, 2018.

*Karen M. Davis*  
Clerk to Board of Commissioners

*Clayton D. Pigg*  
Chairman, Board of Commissioners



1123  
1124

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

2017-18-BA031  
CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10320400-4344702	5 Cent Per Bottle	\$850	
10301450-400017	2017 Ad Valorem Taxes	\$14,470	
<b>Expenses</b>			
106600-550400	5 Cent Per Bottle	\$850	
106900-568100	SM VFD 4 Cents	\$3,000	
105150-515000	Maintenance-Building	\$1,050	
104930-503000	Part Time Salaries (Inspections)	\$1,920	
104500-554310	Refund Expense	\$2,500	
104500-550520	Vehicle Collection Fees	\$6,000	

This Budget Amendment is made to appropriate funds for additional expenditures and End of Year Adjustments.

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

Balance in Contingency \$6,850.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 4th day of June, 2018.

*Karen M. Davis*  
Clerk to Board of Commissioners

*Clayton D. Pigg*  
Chairman, Board of Commissioners



1125  
1126  
1127

C. School Budget Amendments

Budget Amendment  
Camden County Schools Administrative Unit  
Local Current Expense Fund

The Camden County Board of Education at a meeting on the 10<sup>th</sup> day of May, 2018 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	4,362.00	
5200	Special Instructional Programs	2,885.00	
5400	School Building Administration	213.00	
5800	School Based Support Services		27,240.00
6100	Regular Inst. Support Services		30.00
6500	Operational Support Services	20,128.00	
6900	Policy, Ldrshp, & Pub Relations		318.00
Explanation:			
Total Appropriation in Current Budget		\$ 2,815,470.00	
Amount of Increase/Decrease of Above Amendment			.00
Total Appropriation in Current Amended Budget ....		\$ 2,815,470.00	

Passed by majority vote of the Board of Education of Camden County on the 10<sup>th</sup> day of May 2018.  
*Chris Smith*  
Chairman, Board of Education  
*Jim Inwell*  
Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 6 day of June 20 18.  
*Clayton D. Pigg*  
Chairman, Board of County Commissioners  
*Karen M. Davis*  
Clerk, Board of County Commissioners



1128

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

BUDGET AMENDMENT  
May 10, 2018

2. Local Current Expense Fund

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

<u>Transportation of Pupils</u>		
6550.056.326	Cont Repair & Maint – Equip	\$ - 100.00
6550.056.331	Contracted Transportation	+ 100.00
6550.056.418	Computer Software & Supplies	- 872.00
Total – Transportation of Pupils		\$ - 872.00

B. We have reviewed this area of the budget and must transfer fund to other program areas to cover the cost of charter school funding requirements and insurance on the buildings. We request your approval of the following amendment.

<u>Operation of Plant</u>		
6530.802.321...40	Utilities – Electric	\$ + 125.00
6530.802.322...40	Utilities – Natural Gas	+ 4,500.00
6540.802.231...40	Emp Hosp Ins Costs	+ 85.00
6540.802.323...40	Utilities – Water	- 6,000.00
6540.802.341...40	Telephone	- 1,500.00
6540.802.411...40	Supplies & Materials	+ 9,000.00
6540.802.461...40	Pur of Non-Cap Equipment	- 600.00
Total – Operation of Plant		\$ + 5,610.00

C. We have reviewed this area of the budget and must transfer fund to other program areas to cover the costs within the program. We request your approval of the following amendment.

<u>Maintenance of Plant</u>		
6580.802.175...50	Salaries – Mtce Workers	\$ - 1,000.00
6580.802.211...50	Emp Soc Sec Costs	- 500.00
6580.802.221...50	Emp Retirement Costs	- 400.00
6580.802.311...50	Contracted Services	+ 12,000.00
6580.802.352...50	Professional Certification	- 500.00
6580.802.361...50	Membership Dues & Fees	- 490.00
6580.802.391...50	Storm Water Fees	+ 500.00
6580.802.418...50	Comp Software & Supplies	- 120.00
6580.802.422...50	General Maintenance	+ 6,100.00

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BUDGET AMENDMENT  
Local Current Expense Fund  
May 10, 2018, Page 2

6580.802.423...50	Gas – Mtce Vehicle	- 200.00
Total – Operation of Plant		\$ + 15,390.00

D. We have reviewed this program area and find that we must increase the funds in this program area to cover the cost within the program. We request your approval of the following amendment.

<u>Classroom Teacher</u>		
5210.841.121	Salary – Teacher	\$ + 1,400.00
5210.841.211	Emp Soc Sec Costs	+ 220.00
5210.841.221	Emp Retirement Costs	+ 620.00
5210.841.231	Emp Hosp Ins Costs	+ 500.00
Total – Office of Superintendent		\$ + 2,740.00

E. We have reviewed this area of the budget and find that we can transfer funds to cover other budgeted areas. We request your approval of the following amendment.

<u>Classroom Support</u>		
5110.842.162	Substitute Pay	\$ + 10,240.00
5110.842.411.310	Instructional Supplies	- 800.00
5110.842.462.310	Pur of Non-Cap Comp Hdwe	+ 800.00
5110.842.315.304	Reproduction Costs	- 3,000.00
5110.842.333.304	Field Trips	+ 3,000.00
5110.842.315.350	Reproduction Costs	+ 2,800.00
5110.842.333.350	Field Trips	- 1,800.00
5110.842.411.350	Instructional Supplies	- 1,000.00
5830.842.131	Salary – Guidance Counselor	- 20,850.00
5830.842.211	Emp Soc Sec Costs	- 6,600.00
5830.842.221	Emp Retirement Costs	+ 1,710.00
5830.842.231	Emp Hosp Ins Costs	- 1,500.00
Total – Classroom Support		\$ - 17,000.00

F. We have reviewed this area of the budget and find that we must transfer funds to other program areas to cover expenses. We request your approval of the following amendment.

<u>Band Program</u>		
5110.844.121	Salary – Teacher	\$ + 120.00

1132

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

BUDGET AMENDMENT  
Local Current Expense Fund  
May 10, 2018, Page 3

5110.844.162	Substitute Pay	+	80.00
5110.844.181	Supplemental Pay	-	5,198.00
5110.844.211	Emp Soc Sec Costs	-	400.00
5110.844.221	Emp Retirement Costs	+	610.00
5110.844.231	Emp Hosp Ins Costs	-	1,000.00
5110.844.312	Workshop Expenses	-	80.00
Total – Band Program			\$ - 5,868.00

G. We have reviewed this program area and find that we must transfer funds within this program area to cover the cost of expenses. We request your approval of the following amendment.

<u>Office of Superintendent</u>			
6940.865.113	Salary – Director	\$ -	9,752.00
6940.865.231	Emp Hosp Ins Costs	+	800.00
6940.865.311	Contracted Services	+	8,000.00
6940.865.315	Reproduction Costs	+	800.00
6940.865.361	Membership Dues & Fees	+	130.00
6940.865.415	Tires	+	22.00
6940.865.423	Gas	-	181.00
6940.865.424	Oil	+	20.00
6940.865.461	Pur of Non-Cap Equipment	+	161.00
Total – Office of Superintendent			\$ + .00

H. We have reviewed this program area and find that we must transfer funds within this program area to cover the cost of expenses. We request your approval of the following amendment.

<u>Staff Development</u>			
5110.912.196	Salary – Workshop Participant	\$ -	310.00
5110.912.211	Emp Soc Sec Costs	-	150.00
5110.912.221	Emp Retirement Costs	-	300.00
5110.912.311	Contracted Services	+	90.00
5110.912.312	Workshop Expenses	+	960.00
5120.912.312	Workshop Expenses	-	300.00
5210.912.312	Workshop Expenses	+	145.00
5400.912.312	Workshop Expenses	+	113.00
5400.912.361	Membership Dues & Fees	+	100.00
6120.912.312	Workshop Expenses	-	30.00
6940.912.312	Workshop Expenses	-	318.00

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BUDGET AMENDMENT  
Local Current Expense Fund  
May 10, 2018, Page 4

Total – Staff Development	\$ + .00
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Passed by majority vote of the Board of Education of Camden County on the 10<sup>th</sup> day of May, 2018.

  
Chairman, Board of Education

  
Secretary, Board of Education

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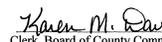
Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

Budget Amendment  
Camden County Schools Administrative Unit  
Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 10<sup>th</sup> day of May, 2018 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.

Code Number	Description of Code	Amount	
		Increase	Decrease
Explanation:			
	Total Appropriation in Current Budget	\$	456,927.00
	Amount of Increase/Decrease of Above Amendment		.00
	Total Appropriation in Current Amended Budget ....	\$	456,927.00

Passed by majority vote of the Board of Education of Camden County on the 10 <sup>th</sup> day of May 2018.   Chairman, Board of Education   Secretary, Board of Education	We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this <u>6</u> day of <u>June</u> 20 <u>18</u> .   Chairman, Board of County Commissioners   Clerk, Board of County Commissioners  
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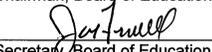
1141

BUDGET AMENDMENT  
May 10, 2018

8. Other Local Current Expense Fund
- A. We have reviewed this area of the budget and must funds within to meet the needs of the program. We request your approval of the following amendment.
- |                          |                      |    |            |
|--------------------------|----------------------|----|------------|
| <u>Afterschool Care</u>  |                      |    |            |
| 7100.701.188             | Annual Leave Payoff  | \$ | + 950.00   |
| 7100.701.211             | Emp Soc Sec Costs    |    | - 1,480.00 |
| 7100.701.221             | Emp Retirement Costs |    | - 1,500.00 |
| 7100.701.312             | Workshop Expenses    |    | + 30.00    |
| 7100.701.451             | Pur of Snacks        |    | + 2,000.00 |
| Total – Afterschool Care |                      | \$ | + .00      |
- B. We have reviewed this area of the budget and must transfer funds within in the program to cover the drivers and benefits We request your approval of the following amendment.
- |                      |                          |    |            |
|----------------------|--------------------------|----|------------|
| <u>Activity Bus</u>  |                          |    |            |
| 6550.706.171         | Salary - Driver          | \$ | + 5,000.00 |
| 6550.706.211         | Emp Soc Sec Costs        |    | + 500.00   |
| 6550.706.319         | Drug Testing             |    | - 700.00   |
| 6550.706.326         | Cont Repair & Mtce Equip |    | + 700.00   |
| 6550.706.422         | Repair Parts             |    | - 3,900.00 |
| 6550.706.423         | Gas/Diesel               |    | - 270.00   |
| 6550.706.461         | Pur of Non-Cap Equipment |    | - 1,330.00 |
| Total – Activity Bus |                          | \$ | + .00      |

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

  
Chairman, Board of Education

  
Secretary, Board of Education

1142

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)



1149 F. Refunds Over \$100  
1150

REFUNDS OVER \$100.00

ACS Tax System 5/01/18 9:57:40 Refunds to be Issued by Finance Office CAMDEN COUNTY

Refund\$	Remit To:	Reference:	Drawer/Transaction Info:
214.16	DAVIS, JAMES 121 SHORE DRIVE SHILOH NC 27974	2015 R 03-8952-01-45-9440.0000 VALUE ADJUSTMENT #R92361/2015	20180430 99 239663
214.16	DAVIS, JAMES 121 SHORE DRIVE SHILOH NC 27974	2016 R 03-8952-01-45-9440.0000 VALUE ADJUSTMENT R99532/16	20180430 99 239664
223.47	DAVIS, JAMES 121 SHORE DRIVE SHILOH NC 27974	2017 R 03-8952-01-45-9440.0000 VALUE ADJUSTMENT R106754/17	20180430 99 239665
107.71	FERREER, TONIA BANKS PO BOX 304 CAMDEN NC 279210304	2015 R 02-8937-00-41-9024.0000 overpayment	20180312 1 239061
1,287.86	M & M ASSOCIATES LIMITED 3200 PACIFIC AVE, STE 101 VIRGINIA BEACH VA 23451	2017 R 01-7997-00-98-2023.0001 VALUE CORRECTION R102758/2017	20180430 99 239674
1,234.19	M & M ASSOCIATES LIMITED 3200 PACIFIC AVE, STE 101 VIRGINIA BEACH VA 23451	2016 R 01-7997-00-98-2023.0001 VALUE CORRECTION R95540/2016	20180430 99 239676
1,234.19	M & M ASSOCIATES LIMITED 3200 PACIFIC AVE, STE 101 VIRGINIA BEACH VA 23451	2015 R 01-7997-00-98-2023.0001 VALUE CORRECTION R88388/2015	20180430 99 239677
1,203.49	M & M ASSOCIATES LIMITED 3200 PACIFIC AVE, STE 101 VIRGINIA BEACH VA 23451	2014 R 01-7997-00-98-2023.0001 VALUE CORRECTION R81275/2014	20180430 99 239680
1,203.49	M & M ASSOCIATES LIMITED 3200 PACIFIC AVE, STE 101 VIRGINIA BEACH VA 23451	2013 R 01-7997-00-98-2023.0001 VALUE CORRECTION R69804/2013	20180430 99 239681
117.31	M & M ASSOCIATES LIMITED 3200 PACIFIC AVE, STE 101 VIRGINIA BEACH VA 23451	2014 R 01-7997-00-83-3321.0001 VALUE CORRECTION R81270/2014	20180430 99 239689
103.82	SAWYER, WAVERLY MEIGGS 117 HAVENWOOD DR CAMDEN NC 27921	2015 R 01-7997-00-98-2023.0000 VALUE CORRECTION R89035/2015	20180430 99 239684
103.82	SAWYER, WAVERLY MEIGGS 117 HAVENWOOD DR CAMDEN NC 27921	2016 R 01-7997-00-98-2023.0000 VALUE CORRECTION R96179/2016	20180430 99 239686
108.32	SAWYER, WAVERLY MEIGGS 117 HAVENWOOD DR CAMDEN NC 27921	2017 R 01-7997-00-98-2023.0000 VALUE CORRECTION R103407/2017	20180430 99 239687

1151

REFUNDS OVER \$100.00

ACS Tax System 5/01/18 9:57:40 Refunds to be Issued by Finance Office CAMDEN COUNTY Page 2

Refund\$	Remit To:	Reference:	Drawer/Transaction Info:
7,355.99	Total Refunds		***

Submitted by Lisa Anderson Date 5-1-18  
 Lisa Anderson, Tax Administrator Camden County

Approved by Clayton D. Riggs Date 6-6-18  
 Clayton D. Riggs, Chairman, Camden Co. Board of Commissioners

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### G. DMV Monthly Report

STATE OF NORTH CAROLINA  
 COUNTY OF CAMDEN  
 TO: The Tax Administrator of Camden County July Renewals Due 8/15/18

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

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
24,506.50	23,782.72	14,400.28	62,689.50

Witness my hand and official seal this 6<sup>th</sup> day of June 2018

Clayton D. Riggs  
 Chairman, Camden County Board of Commissioners

Attest:  
Karen M. Davis  
 Clerk to the Board of Commissioners of Camden County



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

Lisa Anderson  
 Tax Administrator of Camden County

1155

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

1156 H. Proclamation



Vulnerable Adult and Elder Abuse Awareness Months Proclamation 2018

WHEREAS, North Carolina joins the world in recognizing World Elder Abuse Awareness Day every June 15; and

WHEREAS, protecting North Carolina's vulnerable and older adults is a community responsibility, and all citizens are charged under state law to report suspected abuse, neglect, or exploitation to their local County Department of Social Services; and

WHEREAS, North Carolina's vulnerable and older adults of all social, economic, racial, and ethnic backgrounds may be targets of abuse, neglect, or exploitation which can occur in families, long-term care settings, and communities; and

WHEREAS, in state Fiscal Year 2017, there were 27,483 reports of abuse, neglect, or exploitation of vulnerable and older adults made to North Carolina's 100 County Departments of Social Services; and

WHEREAS, national and international research shows that abuse, neglect, and exploitation of vulnerable and older adults is grossly underreported; and

WHEREAS, the State of North Carolina enacted the nation's first elder abuse law, and recognizes the need for a comprehensive system of protection for vulnerable and older adults; and

WHEREAS, Mother's and Father's Days are national holidays intended to honor, respect, and promote the dignity and well-being of our older citizens;

NOW, THEREFORE, we, the Camden County Board of Commissioners, do hereby proclaim Mother's Day through Father's Day, May 13 – June 17, 2018, as "VULNERABLE ADULT AND ELDER ABUSE AWARENESS MONTHS" in Camden County, and commend observance to all citizens.

Adopt this the 4th day of June, 2018.

Clayton D Riggs
Clayton D. Riggs, Chairman
Camden County Board of Commissioners

ATTEST:
Karen M. Davis
Karen M. Davis
Clerk to the Board



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Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

1168 I. Resolution  
1169



**RESOLUTION OF THE CAMDEN COUNTY BOARD OF COMMISSIONERS  
OPPOSING NORTH CAROLINA GENERAL ASSEMBLY PROPOSAL TO  
ELIMINATE A DISTRICT COURT JUDGE POSITION IN THE FIRST JUDICIAL  
DISTRICT**

WHEREAS, there is pending in the North Carolina General Assembly House Bill 717, with Options B and Option C, that if enacted would eliminate one of five district court judge positions in the First Judicial District; and

WHEREAS, the First Judicial District is a geographically sprawling district comprised of seven Northeastern North Carolina counties that are not easily reached due to separation by the Albemarle Sound; and

WHEREAS, twenty years ago, with support and justification established by the First Judicial District judiciary, attorneys, law enforcement and others that regularly have matters before the district court, the number of district judge positions was increased from four to five to respond to an ever increasing caseload and delayed resolution of cases; and

WHEREAS, the North Carolina General Assembly has also added to the burden of counties and the district court by requiring faster disposition of juvenile custody and placement matters, that are in the exclusive jurisdiction of the district court, with financial consequences to the counties for failure to meet deadlines established by the state; and

WHEREAS, the reduction in days that the district court is operational in the First Judicial District will delay justice for numerous parties seeking resolution to their legal issues and lend truth to the adage that "justice delayed is justice denied".

NOW, THEREFORE, BE IT RESOLVED, by the Camden County Board of Commissioners that:

Camden County opposes House Bill 717 with Options B and C, or any other legislation, which eliminates a district court judge position in the First Judicial District.

ADOPTED this the 4<sup>th</sup> day of June, 2018.

*Clayton D. Riggs*  
\_\_\_\_\_  
Clayton D. Riggs, Chairman  
Camden County Board of Commissioners

ATTEST:  
*Karen M. Davis*  
\_\_\_\_\_  
Karen M. Davis  
Clerk to the Board of Commissioners



1170  
1171  
1172 **Motion to approve the Consent Agenda as presented.**

1173	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
1174	<b>MOVER:</b>	Randy Krainiak, Commissioner
1175	<b>AYES:</b>	Meiggs, White, Munro, Riggs, Krainiak

1176

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)

1177 **ITEM 9. COUNTY MANAGER'S REPORT**

1178

1179 Manager Ken Bowman reported on the following:

- 1180 • Attended Rural Day in Raleigh – Much discussion on broadband, Medicaid expansion,
- 1181 increasing healthcare availability, the opioid crisis and affordable insurance.
- 1182 • Attended County Assembly Day – Met with Senator Cook and Representative Steinburg,
- 1183 requested support on legislation of broadband initiatives, public school building bond and
- 1184 reducing the tax break incentives for solar farms.
- 1185 • Flag Pole Ceremony & Dedication – Expressed appreciation for those in attendance, the
- 1186 maintenance department for installation, the U.S. Coast Guard cadets from Camden
- 1187 County High School and the bugler.
- 1188 • Expressed appreciation to all the departments for their part in preparing the budget and to
- 1189 the Board for its input, guidance and direction in regard to the budget.
- 1190 • Reminder – the next meeting of the Board of Commissioners will be held July 9, 2018.

1191

1192 **ITEM 10. COMMISSIONERS' REPORTS**

1193

1194 Chairman Riggs – He and Commissioner Randy Krainiak attended County Assembly Day in  
 1195 Raleigh. One takeaway he wanted to share from the event - not to spend funds too quickly on  
 1196 broadband in that there may be funds available from the state.

1197

1198 **ITEM 11. OTHER MATTERS**

1199

1200 Code Enforcement – Chairman Riggs would like the Board and staff to explore the possibilities  
 1201 of placing code enforcement responsibilities under the Sheriff's Office.

1202

1203

1204 **ITEM 12. ADJOURN**

1205

1206 There being no further business to come before the Board, Chairman Riggs adjourned the  
 1207 meeting of the Camden County Board of Commissioners at 10:05 PM.

1208

1209 **CAMDEN COUNTY BOARD OF EQUALIZATION & REVIEW**

1210

1211 Chairman Riggs reconvened the Camden County Board of Equalization & Review.

1212

1213 There were no cases to come before the Board of Equalization & Review.

1214

1215 **Motion to adjourn the Board of Equalization and Review until FY 2018-2019.**

1216	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
1217	<b>MOVER:</b>	Ross Munro, Commissioner
1218	<b>AYES:</b>	Meiggs, White, Munro, Riggs, Krainiak

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ATTEST:

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Karen M. Davis, Clerk to the Board

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Clayton D. Riggs, Chairman  
 Camden County Board of Commissioners

Attachment: bocminutes\_060418 (2083 : BOC Minutes - June 4, 2018)



# CAMDENCOUNTY

new energy. new vision.

## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 8.B  
**Meeting Date:** July 09, 2018

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

**Item Title** **School Budget Amendments**

**Attachments:** School Budget Amendments (PDF)

Budget Amendment

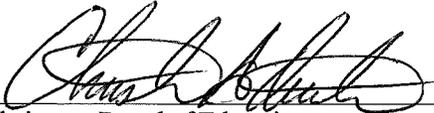
Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 28<sup>th</sup> day of June, 2018 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.

Code Number	Description of Code	Amount	
		Increase	Decrease
5800	School Based Support Services.		1,100.00
6100	Regular Support Services		1,800.00
6400	Technology Support Services		8,595.00
6600	Financial/HR Support Services	11,495.00	
<b>Explanation:</b>			
	Total Appropriation in Current Budget	\$	466,127.00
	Amount of Increase/Decrease of Above Amendment		.00
	Total Appropriation in Current Amended Budget ....	\$	466,127.00

<p>Passed by majority vote of the Board of Education of Camden County on the 28<sup>th</sup> day of June 2018.</p> <p></p> <p>Chairman, Board of Education</p> <p></p> <p>Secretary, Board of Education</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20__.</p> <p>_____ Chairman, Board of County Commissioners</p> <p>_____ Clerk, Board of County Commissioners</p>
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Attachment: School Budget Amendments (2101 : School Budget Amendments)

BUDGET AMENDMENT  
June 28, 2018

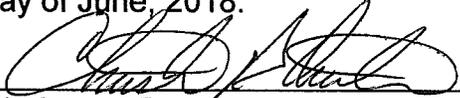
8. Other Local Current Expense Fund

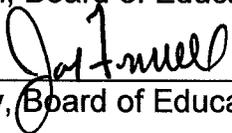
A. We have reviewed this area of the budget and must transfer funds within in the program to cover expenses. We request your approval of the following amendment.

Computer Tech

5810.905.418	Comp Software & Supplies	\$ -	1,100.00
6110.905.311	Contracted Services	-	700.00
6110.905.332	Travel	-	1,100.00
6400.905.343	Telecommunication Services	-	5,900.00
6400.905.418	Comp Software & Supplies	-	2,695.00
6620.905.418	Comp Software & Supplies	+	<u>11,495.00</u>
Total – Computer Tech		\$ +	.00

Passed by majority vote of the Board of Education of Camden County on the 28<sup>th</sup> day of June, 2018.

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

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

Attachment: School Budget Amendments (2101 : School Budget Amendments)

Budget Amendment

Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 28<sup>th</sup> day of June, 2018 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.

Code Number	Description of Code	Amount	
		Increase	Decrease
6400	Technology Support Services		40.00
6500	Operational Support Services	40.00	
Explanation:			
Total Appropriation in Current Budget		\$	466,127.00
Amount of Increase/Decrease of Above Amendment			.00
Total Appropriation in Current Amended Budget ....		\$	466,127.00

<p>Passed by majority vote of the Board of Education of Camden County on the 28<sup>th</sup> day of June 2018.</p> <p></p> <p>Chairman, Board of Education</p> <p></p> <p>Secretary, Board of Education</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20 ____.</p> <p>_____</p> <p>Chairman, Board of County Commissioners</p> <p>_____</p> <p>Clerk, Board of County Commissioners</p>
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Attachment: School Budget Amendments (2101 : School Budget Amendments)

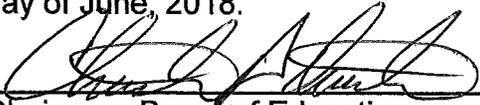
BUDGET AMENDMENT  
June 28, 2018

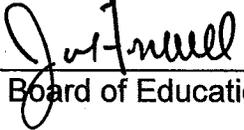
8. Other Local Current Expense Fund

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

<u>Computer Tech</u>		
6400.905.332	Travel	\$ - 40.00
6510.905.341	Telephone for Telecommunications	+ <u>40.00</u>
Total – Computer Tech		\$ + .00

Passed by majority vote of the Board of Education of Camden County on the 28<sup>th</sup> day of June, 2018.

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

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

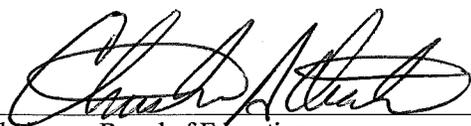
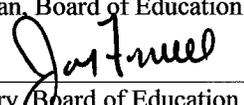
Attachment: School Budget Amendments (2101 : School Budget Amendments)

**Budget Amendment**  
**Camden County Schools Administrative Unit**  
**Capital Outlay Fund**

The Camden County Board of Education at a meeting on the 28<sup>th</sup> day of June, 2018, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.

Code Number	Description of Code	Amount	
		Increase	Decrease
<b>Explanation:</b>			
	Total Appropriation in Current Budget	\$	515,595.71
	Amount of Increase / (Decrease) of Above Amendment	+	.00
	Total Appropriation in Current Amended Budget ....	\$	515,595.71

<p>Passed by majority vote of the Board of Education of Camden County Schools on the 28<sup>th</sup> day of June 2018.</p> <div style="text-align: center; margin-top: 20px;">               _____              Chairman, Board of Education         </div> <div style="text-align: center; margin-top: 20px;">               _____              Secretary, Board of Education         </div>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes in the minutes of said Board, this ____ day of _____ 2____.</p> <div style="text-align: center; margin-top: 20px;">             _____              Chairman, Board of County Commissioners         </div> <div style="text-align: center; margin-top: 20px;">             _____              Clerk, Board of County Commissioners         </div>
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Attachment: School Budget Amendments (2101 : School Budget Amendments)



Budget Amendment

Camden County Schools Administrative Unit

Local Current Expense Fund

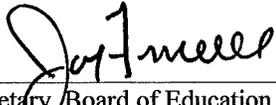
The Camden County Board of Education at a meeting on the 28<sup>th</sup> day of June, 2018 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs Policy, Ldrshp & Pub Relations Child Nutrition		628.00
6900		533.00	
7200		95.00	
Explanation:			
Total Appropriation in Current Budget		\$	2,815,470.00
Amount of Increase/Decrease of Above Amendment			.00
Total Appropriation in Current Amended Budget ....		\$	2,815,470.00

Passed by majority vote of the Board of Education of Camden County on the 28<sup>th</sup> day of June 2018.

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

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

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

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

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

Attachment: School Budget Amendments (2101 : School Budget Amendments)

BUDGET AMENDMENT  
June 28, 2018

2. Local Current Expense Fund

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

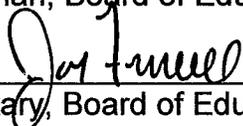
<u>Additional Pay</u>			
5110.911.181	Supplementary Pay	\$ -	<u>192.00</u>
Total – Additional Pay		\$ -	192 .00

B. We have reviewed this program area and find that we must transfer funds into this program to cover expenses. We request your approval of the following amendment.

<u>Staff Development</u>			
5110.912.312	Workshop Expenses	\$ -	715.00
5120.912.312	Workshop Expenses	+	279.00
6940.912.312	Workshop Expenses	+	533.00
7200.912.312	Workshop Expenses	+	<u>95.00</u>
Total – Staff Development		\$ +	192.00

Passed by majority vote of the Board of Education of Camden County on the 28<sup>th</sup> day of June, 2018.

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

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

Attachment: School Budget Amendments (2101 : School Budget Amendments)

Budget Amendment

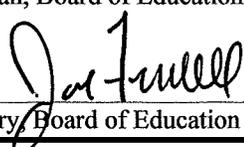
Camden County Schools Administrative Unit

Local Current Expense Fund

The Camden County Board of Education at a meeting on the 28<sup>th</sup> day of June, 2018 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.

Code Number	Description of Code	Amount										
		Increase	Decrease									
5200 8100	Special Instructional Programs Pymts to Other Loc Gov Entities	25,654.00	25,654.00									
<p>Explanation:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Total Appropriation in Current Budget</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;">2,815,470.00</td> </tr> <tr> <td>Amount of Increase/Decrease of Above Amendment</td> <td></td> <td style="text-align: right;">.00</td> </tr> <tr> <td>Total Appropriation in Current Amended Budget ....</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">2,815,470.00</td> </tr> </table>				Total Appropriation in Current Budget	\$	2,815,470.00	Amount of Increase/Decrease of Above Amendment		.00	Total Appropriation in Current Amended Budget ....	\$	2,815,470.00
Total Appropriation in Current Budget	\$	2,815,470.00										
Amount of Increase/Decrease of Above Amendment		.00										
Total Appropriation in Current Amended Budget ....	\$	2,815,470.00										

<p>Passed by majority vote of the Board of Education of Camden County on the 28<sup>th</sup> day of June 2018.</p> <div style="text-align: center;">               _____              Chairman, Board of Education         </div> <div style="text-align: center;">               _____              Secretary, Board of Education         </div>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this _____ day of _____ 20____.</p> <div style="text-align: center;">             _____              Chairman, Board of County Commissioners         </div> <div style="text-align: center;">             _____              Clerk, Board of County Commissioners         </div>
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Attachment: School Budget Amendments (2101 : School Budget Amendments)

BUDGET AMENDMENT  
June 28, 2018

2. Local Current Expense Fund

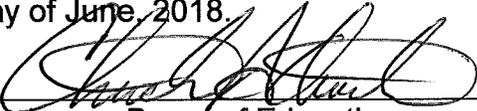
A. We have reviewed this program area and must transfer funds to other programs to cover expenses. We request your approval

<u>Classroom Support</u>		
5210.849.311	Contracted Services	\$ - <u>25,654.00</u>
Total – Classroom Support		\$ - 25,654 .00

B. We have reviewed this program area and find that we must transfer funds into this program to cover expenses. We request your approval of the following amendment.

<u>Transfers to Other Governmental Agencies</u>		
8100.990.715	Transfer to Child Nutrition Services	\$ + <u>25,654.00</u>
Total – Transfer to Other Governmental Agencies		\$ + 25,654.00

Passed by majority vote of the Board of Education of Camden County on the 28<sup>th</sup> day of June, 2018.

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

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

Attachment: School Budget Amendments (2101 : School Budget Amendments)

Budget Amendment

Camden County Schools Administrative Unit

Local Current Expense Fund

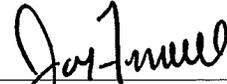
The Camden County Board of Education at a meeting on the 28<sup>th</sup> day of June, 2018 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	7,015.00	
5200	Special Instructional Programs	529.00	
5400	School Building Administration		975.00
5500	Co-Curricular Inst. Programs		7,012.00
5800	School Based Support Services		517.00
6100	Regular Support Services		13.00
6500	Operational Support Services	28,867.00	
6600	Finance/Personnel Support Serv		450.00
6700	Accountability Services		250.00
6900	Policy, Ldrshp, & Pub Relations		26,564.00
7100	Community Services		2,400.00
7200	Nutrition Services	770.00	
8100	Pymts to Other Loc Gov Entities	1,000.00	
Explanation:			
Total Appropriation in Current Budget		\$	2,815,470.00
Amount of Increase/Decrease of			
Above Amendment			.00
Total Appropriation in Current Amended			
Budget ....		\$	2,815,470.00

Passed by majority vote of the Board of Education of Camden County on the 28<sup>th</sup> day of June 2018.

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

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

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

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

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

Attachment: School Budget Amendments (2101 : School Budget Amendments)

BUDGET AMENDMENT  
June 28, 2018

2. Local Current Expense Fund

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

Transportation

6550.056.171	Salary - Driver	\$ + 20,529.00
6550.056.172	Salary – Driver Overtime	+ 410.00
6550.056.175	Salary -	+ 11,913.00
6550.056.196	Salary – Workshop Participant	- 1,638.00
6550.056.211	Emp Soc Sec Costs	+ 2,241.00
6550.056.221	Emp Retirement Costs	+ 2,421.00
6550.056.311	Contracted Srvcs	- 269.00
6550.056.312	Workshop Exp	- 34.00
6550.056.316	CDL Med Exam	+ 95.00
6550.056.326	Contract Repair Equip	- 2,144.00
6550.056.331	Contracted Transportation	- 1,317.00
6550.056.411	Supplies & Materials	- 173.00
6550.056.418	Comp Software & Supplies	- 4,128.00
6550.056.422	Repair Parts	- 2,000.00
6550.056.423	Gas/Diesel	+ 2,900.00
6550.056.425	Tires & Tubes	- 698.00
6550.056.461	Non-Cap Equip	- 500.00
6551.056.171	Salary	+ 930.00
6551.056.172	Salary	+ 154.00
6551.056.211	Emp Soc Sec Costs	+ 83.00
6551.056.221	Emp Emp Retirement Costs	+ 137.00
		<hr/>
	Total – Transportation of Pupils	\$ + 28,912.00

- B. We have reviewed this program area and find that we must transfer funds to other programs to cover the budget. We request your approval of the following amendment.

Community Schools

7100.704.411	Supplies & Materials	\$ - 1,200.00
7100.704.418	Comp Software & Supplies	- 1,200.00
		<hr/>
	Total – Community Schools	\$ - 2,400.00

BUDGET AMENDMENT  
 Local Current Expense Fund  
 June 28, 2018, Page 2

- C. We have reviewed this program area and find that we must transfer funds within this program area to cover the cost of expenses. We request your approval of the following amendment.

Classroom Support

5110.842.315.304	Reproduction Costs	\$ -	902.00
5210.842.162	Substitute Pay	+	<u>902.00</u>
Total – Classroom Support		\$ +	.00

- D. We have reviewed this program area and must transfer funds to other program areas to cover expenses within the Local Current Expense Budget. We request your approval of the following amendment.

Athletics

5500.850.221	Emp Soc Sec Costs	\$ -	859.00
5500.850.231	Emp Hosp Ins Costs	-	957.00
5500.850.411	Supplies & Materials	-	640.00
5500.850.422	Repair Part	-	155.00
5500.850.423	Gas & Diesel Fuel	-	195.00
5500.850.461	Pur of Non-Cap Equipment	-	1,430.00
5500.850.181.304	Coaching Supplement	-	2,636.00
5500.850.211.304	Emp Soc Sec Costs	-	322.00
5500.850.221.304	Emp Retirement Costs	-	2,690.00
5500.850.231.304	Emp Hosp Ins Costs	+	480.00
5500.850.311.304	Contracted Services	+	693.00
5500.850.331.304	Contracted Transportation	+	536.00
5500.850.181.312	Coaching Supplements	+	469.00
5500.850.211.312	Emp Soc Sec Costs	-	15.00
5500.850.221.312	Emp Retirement Costs	-	391.00
5500.850.331.312	Contracted Transportation	-	962.00
5500.850.411.312	Supplies & Materials	+	638.00
5500.850.461.312	Pur of Non-Cap Equipment	+	<u>1,424.00</u>
Total – Athletics		\$ -	7,012.00

- E. We have reviewed this area of the budget and find that we must transfer funds to other program areas to cover expenses. We request your approval of the following amendment.

School Health

5840.855.411	Supplies & Materials	\$ -	<u>500.00</u>
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BUDGET AMENDMENT  
Local Current Expense Fund  
June 28, 2018, Page 3

Total – School Health \$ - 500.00

- F. We have reviewed this program area and find that we must transfer funds to cover the expenses in other programs within the Local Current Expense Budget. We request your approval of the following amendment.

Board of Education

6910.860.192	Salary – BOE member	\$ -	4,250.00
6910.860.311	Contracted Services	-	2,350.00
6910.860.312	Workshop Expenses	-	3,900.00
6910.860.332	Travel	+	3,277.00
6910.860.411	Supplies & Materials	-	<u>3,277.00</u>

Total – Board of Education \$ - 10,500.00

- G. We have reviewed this program area and find that we must transfer funds within the Local Current Expense Fund to cover expenses. We request your approval of the following amendment.

Office of the Superintendent

6940.865.113	Salary – Dir of Sec Education	\$ -	5,500.00
6940.865.129	Salary – Pay Differential	-	2,300.00
6940.865.184	Longevity Pay	-	1,500.00
6940.865.211	Emp Soc Sec Costs	-	1,500.00
6940.865.221	Emp Retirement Costs	-	2,500.00
6940.865.311	Contracted Services	+	3,260.00
6940.865.312	Workshop Expenses	-	1,000.00
6940.865.313	Advertising Fees	-	100.00
6940.865.314	Printing & Binding	-	500.00
6940.865.327	Rental	+	525.00
6940.865.332	Travel	-	200.00
6940.865.341	Telephone	+	200.00
6940.865.342	Postage	-	1,800.00
6940.865.372	Vehicle Liability Insurance	+	405.00
6940.865.375	Clerical Surety Bond	-	100.00
6940.865.415	Tires & Tubes	-	200.00
6940.865.418	Comp Software & Supplies	-	180.00
6940.865.422	Repair Parts	+	90.00
6940.865.423	Gas	+	40.00
6940.865.424	Oil	+	10.00
6940.865.459	Other Administrative Costs	-	1,650.00
6940.865.462	Pur of Non-Cap Comp Hdwe	-	<u>50.00</u>

BUDGET AMENDMENT  
Local Current Expense Fund  
June 28, 2018, Page 4

Total – Office of the Superintendent \$ - 14,550.00

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

Office of the Principal

5400.870.411 Supplies & Materials \$ - 1,000.00

Total – Office of the Principal \$ - 1,000.00

- I. We have reviewed the testing area of the budget and must transfer funds to cover other program areas within the total budget. We request your approval of the following amendment.

Testing & Accountability

6720.890.332 Travel \$ - 200.00

6720.890.411 Supplies & Materials - 50.00

Total – Testing & Accountability \$ - 250.00

- J. We have reviewed this area of the budget and must transfer funds to cover other program areas within the budget. We request your approval of the following amendment.

Personnel

6620.895.184 Longevity Pay \$ - 140.00

6620.895.211 Emp Soc Sec Costs - 115.00

6620.895.221 Emp Retirement Costs - 11.00

6620.895.312 Workshop Expenses + 1,196.00

6620.895.319 Other Professional & Tech Services - 91.00

6620.895.399 Recruiting Costs - 300.00

6620.895.411 Supplies & Materials - 977.00

6620.895.418 Comp Software & Supplies - 73.00

6620.895.462 Pur of Non-Cap Comp Hdwe + 61.00

Total – Personnel \$ - 450.00

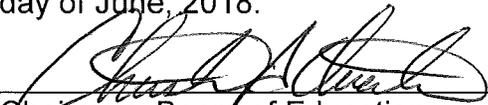
- K. We have reviewed this area of the budget and must transfer funds to cover other program areas within the budget. We request your approval of the following amendment.

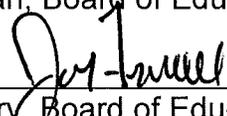




BUDGET AMENDMENT  
Local Current Expense Fund  
June 28, 2018, Page 7

Passed by majority vote of the Board of  
Education of Camden County on the 28<sup>th</sup>  
day of June, 2018.

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

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

Attachment: School Budget Amendments (2101 : School Budget Amendments)



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

**Consent Agenda**

**Item Number:** 8.C  
**Meeting Date:** July 09, 2018  
**Submitted By:** Lisa Anderson, Tax Administrator  
Taxes  
Prepared by: Karen Davis  
**Item Title** **Tax Collection Report - May 2018**  
**Attachments:** Tax Collection - May 2018 (PDF)





# CAMDENCOUNTY

new energy. new vision.

## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 8.D  
**Meeting Date:** July 09, 2018

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

**Item Title** **Pickups, Releases & Refunds**

**Attachments:** Pickups, Releases & Refunds (PDF)

NAME	REASON	NO.
A. Gregory Buckley	Pick-up - Roll back taxes 2015, 2016 and 2017 \$1,418.12	Pick-up/20718 R-92131-15 R-99312-16 R-106551-17
A. Gregory Buckley	Pick-up - Roll back taxes 2015, 2016 and 2017 \$1,391.89	Pick-up/20717 R-92130-15 R-99311-16 R-106550-17
Judith Tillett	Release - Removed foreclosure fee. Added twice. \$217.50	Pick-up/20726 R-98835-16
Louise Robert Aguirre	Refund -Military Exempt \$104.98	Pick-up/20723 22731446
James Harrison Ferebee	Release - Should be in Currituck County Refund to be sent to Currituck County Tax Dept. \$153.10	Pick-up/20735 42675025
James R. Williams	Pick-up - Roll back taxes - calculated \$4,727.35	Pick-up/20757 R-94092-15 R-101275-16 R-108526-17
Claude D. & Linda B. Godfrey	Pick-up - Roll back taxes - 2015,2016, and 2017 \$285.77	Pick-up/20763 R-90347-15 R-974879-16 R-104714-17
Jeffrey B. Jennings	Pick-up - Roll back taxes - 2015,2016, and 2017 \$1,894.46	Pick-up/20764 R-90626-15 R-97780-16 R-105006-17
Claude Anthony Word, Jr.	Refund - turned in plates \$122.18	Pick-up/20772 40172129
Hollowell-Pugh Irrevocable Trust	Pick-up- Roll back taxes-2015,2016, and 2017 \$4.4498.83	Pick-up/20792 R-91176-15 R-97725-16 R-104952-17
✓ Thomas Stanton Felck, Jr.	Release - Should be for Pasquotank County \$123.00	Pick-up/20798 V-30521-07
✓ Donald Joseph Reasoner	Refund - Turned in plates \$176.61	Pick-up/20799 28433583

Attachment: Pickups, Releases &amp; Refunds (2100 : Pickups, Releases &amp; Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20718

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Rollback taxes

YEAR 2015-2017 TOWNSHIP SH

NAME A. Gregory Buckley (2178)

ADDRESS P.O. Box 49  
Shiloh, NC 27974

PIN # R03-8963-00-40-4522-0000

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					R92131
Real _____					R99312
Total _____	<u>1235.73</u>	<u>17.91</u>	<u>164.50</u>	<u>1418.12</u>	<u>R106551</u>

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

Jeri Smith  
TAX ADMINISTRATOR Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2100 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20717

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Roll back taxes

YEAR 2015-2017 TOWNSHIP SN

NAME A. Gregory Buckley (2178)

ADDRESS P.O. Box 49

Shiloh, NC 27974

PIN # 03-8963-00-40-1557-0000

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					R92130
Real _____					R99311
Total _____	<u>1212.87</u>	<u>17.58</u>	<u>161.44</u>	<u>1391.89</u>	<u>R106550</u>

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					<del>R92130</del>
Real _____					<del>R99311</del>
Total _____					<del>R106550</del>

Levi Smith  
TAX ADMINISTRATOR Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2100 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20726

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING ( / ) OTHER Removed foreclos

YEAR 2016 TOWNSHIP CAV Fee. Adde

NAME Judith Tillet (3005)

ADDRESS 109 Selden St.

Elizabeth City, NC 27909

PIN # R02-8936-00 - 81-9147-0000

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>Foreclosure INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____			<u>217.50</u>	<u>217.50</u>	<u>R9883</u>

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

Jeri Smith  
TAX ADMINISTRATOR Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2100 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20723

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Military exemp<sup>d</sup>

YEAR 2017 TOWNSHIP CW  
NAME Louise Robert Aguirre (22269764)  
ADDRESS 173 Billetts Bridge Rd.  
Camden, NC 27921  
PIN # 0022731446

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
<u>Dmv</u> Personal <u>14580</u>					
Real _____					
Total _____	<u>103.52</u>	<u>1.46</u>		<u>104.98</u>	<u>227314</u>

Leri Smith  
TAX ADMINISTRATOR Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2100 : Pickups, Releases & Refunds)

\* Refund to go to Currituck Tax Dept.  
Check to be made out to Currituck Tax Dept.

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20735

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Should be Currituck

YEAR 2017 TOWNSHIP CH

NAME James Harrison Ferebee Refund to go to: Currituck Tax Dept

ADDRESS P.O. Box 110 Shawboro, NC 27974 P.O. Box 9 Currituck, NC 275

PIN # 0042675025

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
<u>DMV Personal 20250</u>					
Real _____					
Total _____	<u>143,78</u>	<u>2.03</u>	<u>7.29</u>	<u>153,10</u>	<u>426750</u>

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

Jeri Smith  
TAX ADMINISTRATOR Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2100 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20757

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Roll back taxes calculated

YEAR 2015 - 2017

TOWNSHIP SH

NAME James R. Williams (3966)

ADDRESS 45 Cypress Lane  
Southern Shores, NC 27949

PIN # R03-8965-00-24-6702-0000

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____	<u>4063.20</u>	<u>58.85</u>	<u>605.30</u>	<u>4727.35</u>	<u>R 94092 / R 101275 R 108526</u>

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

Dei Smith  
TAX ADMINISTRATOR Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20 \_\_\_\_\_

CHAIRMAN OF COMMISSIONERS COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2100 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20763

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (  ) OTHER Rollback taxes

YEAR 2015 - 2017 TOWNSHIP CH  
NAME Claude D. & Linda B. Godfrey (4795)  
ADDRESS 180 S. Mill Dam Rd.  
Camden, NC 27921  
PIN # R02-8944-00-83-1071-0000

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					R90347
Total _____	<u>245.74</u>	<u>3.57</u>	<u>36.46</u>	<u>285.77</u>	R97489   R104714

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

Jeri Smith  
TAX ADMINISTRATOR Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2100 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20764

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Roll back tax

YEAR 2015 - 2017 TOWNSHIP CH

NAME Jeffrey B. Jennings (44395)

ADDRESS 632 Lambs Rd.

Camden, NC 27921

PIN # R02-8927-00-21-4090-0000

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					R906261
Real _____					R977201
Total _____	<u>1629.19</u>	<u>23.61</u>	<u>241.66</u>	<u>1894.46</u>	<u>R105006</u>

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

Jeri Smith  
TAX ADMINISTRATOR Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2100 : Pickups, Releases & Refunds) 7

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20772

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Turned in plate

YEAR 2017 TOWNSHIP CH

NAME Claude Anthony Word Jr. (27030239)

ADDRESS ~~201 Maddrey Dr. Camden, NC 27921~~ 2222 Humphreys Dr. Suffolk, VA 23435

PIN # 0040172129

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____		$244.37 \div 12 = 20.364$			
Real _____		$20.364 \times 6 = 122.18$			
Total _____				<u>122.18</u>	<u>401721</u>

Jeri Smith  
TAX ADMINISTRATOR Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2100 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20792

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Roll back calcula

YEAR 2015-2017 TOWNSHIP CH  
NAME Hollowell-Pugh Irrevoc. Trust (45123)  
ADDRESS 213 Whiterock Dr.  
Mount Holly, NC 28120  
PIN # R02-8916-00-81-5206-0000

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					R911961
Real _____					R97725
Total _____	<u>3851.06</u>	<u>55.83</u>	<u>541.54</u>	<u>4448.83</u>	<u>R104952</u>

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

Hei Smith  
TAX ADMINISTRATOR Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2100 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20798

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Should be Pasquo nt

YEAR 2007 TOWNSHIP CH  
NAME Thomas Stanton Fleck, Jr. (34853)  
ADDRESS 400 Ferry Rd. Lot 7  
Elizabeth City, NC 27909  
PIN # V0010543

RELEASE Bank Attach.

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
<u>DMV Personal 15500</u>					
Real _____					
Total _____	<u>91.45</u>	<u>1.55</u>	<u>30.00</u>	<u>123.00</u>	<u>V30521</u>

PICK UP

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real _____					
Total _____					

ADJUSTMENT/REFUND

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real _____					
Total _____					

Clev Smith  
TAX ADMINISTRATOR Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2100 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20799

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Turned in plot

YEAR 2017 TOWNSHIP SH  
NAME Donald Joseph Reasoner (18063691)  
ADDRESS 113 Duke St.  
Camden, NC 27921  
PIN # 0028433583

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____				<u>176.61</u>	<u>28433583</u>

Jeri Smith  
TAX ADMINISTRATOR Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2100 : Pickups, Releases & Refunds)



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

**Consent Agenda**

**Item Number:** 8.E  
**Meeting Date:** July 09, 2018  
**Submitted By:** Terri Smith,  
Taxes  
Prepared by: Terri Smith  
**Item Title** **Vehicle Refunds Over \$100.00**  
**Attachments:** 20180601165106851.pdf (PDF)  
**Summary:** Vehicle Refunds Over \$100.00 for May, 2018  
**Recommendation:** Review and Approve

REFUNDS OVER \$100.00

North Carolina Vehicle Tax System

NCVTS Pending Refund report



MAY, 18 REFUNDS OVER \$100.00

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
AGUIRRE, LOUISE ROBERT	AGUIRRE, LOUISE ROBERT		106 S MILL DAM RD	CAMDEN, NC 27921	>= \$100	0022731446	CEP8584	AUTHORIZED	86492494	Refund Generated due to adjustment on Bill #0022731446-2017-	Military	05/07/2018	5/8/2018 8:45:44 AM	1843	Tax	(\$103.52)	\$0.00	(\$103.52)
CURRITUCK COUNTY TAX DEPT	FEREBEE, JAMES HARRISON JR		P.O. BOX 9	CURRITUCK, NC 27929	>= \$100	0042675025	HE9937	AUTHORIZED	87228922	Refund Generated due to adjustment on Bill #0042675025-2017-	Change of County	05/22/2018	5/23/2018 9:50:03 AM	1843	Tax	(\$143.78)	Refund (\$7.19)	(\$150.97)
														2	Tax	(\$2.03)	Refund (\$0.10)	(\$2.13)
														2	Tax		Refund	\$153.10

Refund check needs to be made out and mailed to Currituck Co. Tax Dept. To be made out as follows:

Currituck County Tax Dept  
% Tracy Sample  
P.O. Box 9  
Currituck, NC 27929

Paid taxes to the wrong county.

Submitted by Lisa S. Anderson Date 6-1-18  
Lisa S. Anderson, Tax Administrator Camden County

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
Clayton D. Riggs, Chairman Camden County Board of Commissioners



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

**Consent Agenda**

**Item Number:** 8.F  
**Meeting Date:** July 09, 2018  
**Submitted By:** Terri Smith,  
Taxes  
Prepared by: Terri Smith  
**Item Title** **DMV Monthly Report**  
**Attachments:** 20180531165125850.pdf (PDF)  
**Summary:** DMV Monthly Report August Renewals Due 9/15/18  
**Recommendation:** Review and Approve

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County August Renewals Due 9/15/18

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

<b>SOUTH MILLS</b>	<b>COURTHOUSE</b>	<b>SHILOH</b>	<b>TOTAL</b>
24,104.65	27,045.41	15,821.46	66,971.52

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.

*Apia S. Anderson*  
\_\_\_\_\_  
Tax Administrator of Camden County

Attachment: 20180531165125850.pdf (2072 : DMV Monthly Report)



# CAMDENCOUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 8.G  
**Meeting Date:** July 09, 2018

**Submitted By:** Rodney Meads,  
Sheriff  
Prepared by: Karen Davis

**Item Title** **Surplus Property - Sheriff's Office**

**Attachments:** Surplus Property Request - Sheriff's Office (PDF)

# Surplus Property Request

Requested by: Sheriff Rodney Meads *RJM*  
 Sell     Dispose

Department: Sheriff's Office

Item: 2005 Chev Truck

Disposal Method: Donation

Suggested Value:

Reason for surplus:

Manager Approval *AGorman*

Disposal Method:

Value:

Comments:

### Board Approval

Approved/Denied:

Date:

### Final Disposition Date:

Method:

Amount:

Purchased by:

### Item Description

Albemarle District Jail has requested the truck to use in a program with the NCDOT on roadside clean up of litter. They are required to clean 30 miles twice a year in Camden County by the agreement with NCDOT. ADJ will be cleaning additional miles and roadway in Camden including any we requested. The Sheriff's Office has two roads with the NCOT Adpot - A - Highway program and ADJ will help us meet our requirements with cleanup of those roads.

We will sign over the truck to ADJ and they will be responsible for title, tags, insurance and all maintenance and gas cost. Camden County will not have any financial responsibility.

Truck is part of our LESO program and our agreement with LESO we can let ADJ use the truck .

2005 Chev truck  
Vin # 1GCHK23U65F912434  
Mileage 118,029

Attachment: Surplus Property Request - Sheriff's Office (2097 : Surplus Property - Sheriff's Office)



# CAMDENCOUNTY

new energy. new vision.

## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 8.H  
**Meeting Date:** July 09, 2018  
**Submitted By:** Stephanie Humphries, Finance Director  
 Finance  
 Prepared by: Stephanie Humphries

**Item Title** **Yacht Club Lease Amount**

**Attachments:** Yacht Club Lease Amount Request (PDF)

**Summary:** Commissioners previously approved the renewal of the lease of County property to the Pasquotank River Yacht Club. In the lease, should both parties agree to renew, a new lease amount is to be negotiated. The Club has requested that the lease payment remain at the current \$3,600 annual payment. The Club's written request has been attached.

**Recommendation:** Approve the \$3600 lease payment.

# Pasquotank River Yacht Club

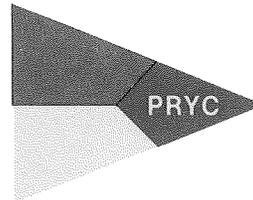
P.O. BOX 612  
ELIZABETH CITY, NORTH CAROLINA 27907-0612

June 27, 2018

Camden County

PO Box 190

Camden, NC 27921



Dear Camden County Board of Commissioners,

The Pasquotank River Yacht Club Inc. would like to thank you for allowing us to lease the property located on U.S. 158 on the Camden Causeway and we look forward to many more years of use. We have made many improvements to the property and will continue to do so. We have also supported Camden's schools with donations and have supported the local businesses by purchasing supplies, services, food and catering for our club events. We have installed a sanitary Pump-Out system that, for a small fee, is offered to all boaters needing to pump out the on-board head systems helping to keep our waters clean.

The last several years we have seen less boats enjoy our facility. We can only guess the economy has been to blame for their boats were sold and not replaced which has had a negative impact on our wallet. This year however we are seeing many boats wanting to be a part of our club and they are bigger, newer and not only look nice in our waters but will bring more tax dollars to Camden County for this is where they are taxed. I hope you are as pleased with our lease as we are and with that we asking to keep the lease amount the same for the next five years. We appreciate the use of this property and have and will continue to keep it as pristine as possible. Thank you for your time and in granting us a continuing lease.

Sincerely,

Karen M. Askew

Past Commodore, P.R.Y.C

252-331-3355

Attachment: Yacht Club Lease Amount Request (2095 : Yacht Club Lease Amount)



# CAMDENCOUNTY

new energy. new vision.

## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 8.I  
**Meeting Date:** July 09, 2018

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

**Item Title** **Ten County Irrevocable Trust Amendment**

**Attachments:** MOU\_Addendum - Tideland Mental Health  
(Albemarle Mental Health) (PDF)

**Summary:**  
See attached description and board action requested.



***AMENDMENT NO. ONE TO THE COUNTIES OF CAMDEN, CHOWAN, CURRITUCK, DARE, HYDE, MARTIN, PASQUOTANK, PERQUIMANS, TYRRELL and WASHINGTON OTHER POST-EMPLOYMENT BENEFITS TRUST AGREEMENT***

**Description**

On 11/21/2016 the counties named above created the above named irrevocable trust for the funds held for health benefits for the retirees of the former Albemarle and Tideland Mental Health agencies. In order for the trust to invest in the equity portion (BlackRock) of the State Treasurer's Ancillary Governmental Participant Program (AGPIP), BlackRock requires that the name of the trust exactly match the name assigned by the IRS with the federal identification number. Rather than trying to change the trust name with the IRS, participating counties are being requested to change the trust name through adoption of the attached amendment.

**Board Action Requested**

Adopt Amendment Number One to the Trust Agreement.

**Item Presenter**

David Clawson, Deputy County Manager/Finance Director

**MEMORANDUM OF AGREEMENT  
PROVISION OF HEALTH INSURANCE BENEFITS  
for QUALIFIED RETIREES OF ALBEMARLE MENTAL HEALTH  
and TIDELAND MENTAL HEALTH**

WHEREAS, July 1, 2007 four counties from Tideland Mental Health (Tideland) merged with the six counties comprising Albemarle Mental Health (Albemarle); and

WHEREAS, certain qualified employees retired from Albemarle and Tideland and therefore were and are entitled to post retirement health insurance benefits as set forth in policies approved by the Boards of each of those agencies; and

WHEREAS, neither Albemarle or Tideland is an ongoing entity; and

WHEREAS, the ten counties that were the remaining member counties of Albemarle Mental Health upon its dissolution are Camden, Chowan, Currituck, Dare, Hyde, Martin, Pasquotank, Perquimans, Tyrrell and Washington; and

WHEREAS, funds were provided by Tideland at the time of merger for the purpose of funding the post retirement health insurance benefits for qualified Tideland employees and funds were provided by the State of North Carolina at the time of dissolution to assist with the funding of these benefits for both Albemarle and Tideland retirees; and

WHEREAS, Martin County has agreed to handle the administration of providing the retiree health insurance and therefore Martin County has possession of the funds available for same and Martin county is willing to do so for no compensation but also has no individual liability to provide these benefits in the event the funds set aside for this purpose are exhausted; and

WHEREAS, Martin County will provide a financial report to each of the county managers no later than July 31<sup>st</sup> each year which will include at a minimum the beginning balance of the fund, charges to the fund and the ending balance of the fund; and

WHEREAS, in the event the funds are exhausted prior to the retirees no longer being eligible for coverage the counties will determine what action to take and if it is to make up the shortfall it shall be done on a per capita basis for each county; and

WHEREAS, the county managers of each county are collectively given the authority to make any necessary administrative decisions regarding these funds with the exception of decisions regarding funds being exhausted.

NOW, THEREFORE BE IT RESOLVED that each of the counties named below evidenced by the signature of the Chairman of the Board of Commissioners hereby agrees to the recitals above regarding the provision of post retirement health insurance benefits to those eligible former employees of Albemarle Mental Health and Tideland Mental Health.

**AMENDMENT NO. ONE TO THE COUNTIES OF CAMDEN, CHOWAN, CURRITUCK, DARE, HYDE, MARTIN, PASQUOTANK, PERQUIMANS, TYRRELL and WASHINGTON OTHER POST-EMPLOYMENT BENEFITS TRUST AGREEMENT**

As allowed by Section 7.2 of the Trust Agreement, the name of the Trust is changed from:

The Counties of Camden, Chowan, Currituck, Dare, Hyde, Martin, Pasquotank, Perquimans, Tyrrell and Washington Other Post-Employment Benefits Trust Agreement,

to:

Albemarle and Tideland Mental Health Retirees Health Insurance Trust.

**AGREED TO AND ACCEPTED** this \_\_\_\_ day of \_\_\_\_\_, 2016.

**TRUSTEES**

- \_\_\_\_\_ County Manager Camden County
- \_\_\_\_\_ County Manager Chowan County
- \_\_\_\_\_ County Manager Currituck County
- \_\_\_\_\_ County Manager Dare County
- \_\_\_\_\_ County Manager Hyde County
- \_\_\_\_\_ County Manager Martin County
- \_\_\_\_\_ County Manager Pasquotank County
- \_\_\_\_\_ County Manager Perquimans County
- \_\_\_\_\_ County Manager Tyrrell County
- \_\_\_\_\_ County Manager Washington County

**COUNTIES**

- \_\_\_\_\_ Chairman Camden County
- \_\_\_\_\_ Chairman Chowan County
- \_\_\_\_\_ Chairman Currituck County

Attachment: MOU\_Addendum - Tideland Mental Health (Albemarle Mental Health) (2092 : Ten County Irrevocable Trust Amendment)



# CAMDENCOUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 8.J  
**Meeting Date:** July 09, 2018

**Submitted By:** Stephanie Jackson, HR Director  
Human Resources  
Prepared by: Karen Davis

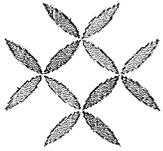
**Item Title** **County Manager - Contractual Pay Increase**

**Attachments:** County Manager Change of Status (PDF)

### **Summary:**

Included on the agenda to make a matter of public record the County Manager salary increase of 3% per contract and evaluation completion as approved at the June 4, 2018 meeting of the Board of Commissioners.

Employee No. 315



**CAMDENCOUNTY**  
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### Change of Status

Camden County, North Carolina

Please enter the following change (s) as of June 19, 2018

Name: Bowman, Kenneth Department: Administration

FROM

Job Title	Pay		
	Range	Step	Rate
County Manager	79		\$93,000

TO

Job Title	Pay		
	Range	Step	Rate
County Manager	79		\$95,790

REASON FOR CHANGE:

- Hired
- Probationary Period Completed—5%
- Retirement
- Promotion - Career Path Plan
- Demotion
- Cost of Living Adjustment - \_\_\_\_\_
- Longevity- \_\_\_\_\_
- Other reason or explanation - increase of 3% per Contract and Evaluation completion at June 4th Board meeting

Authorized by \_\_\_\_\_

(Department Head)

Approved by Clayton D Ripe  
Chairman to the Board of Commissioners (County Manager)

"This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.  
\_\_\_\_\_  
(Signature of finance officer)."

**NOTE: Fill in the following for New Employees:**

Present Address \_\_\_\_\_

Phone \_\_\_\_\_ Date of Birth \_\_\_\_\_

**All new employees must complete a Personnel Record File and the necessary Tax forms.**

White: Personnel Folder

Yellow: Employee

Attachment: County Manager Change of Status (2084 : County Manager - Contractual Pay Increase)



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

**Information, Reports & Minutes From Other Agencies**

**Item Number:** 9.A  
**Meeting Date:** July 09, 2018

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

**Item Title** **FY 17-18 Year to Date Finance Report**

**Attachments:** Sales tax collections FY 17-18 (PDF)  
5-31-2018 EXPENSES (PDF)  
5-31-2018 REVENUES (PDF)

**Summary:** Sales Tax Revenue Report and Revenues, Expenses Year to Date

**Recommendation:** NA

**SALES TAX REVENUE COLLECTION REPORT**

**FY 2017-2018** 27-Jun-18

<b>SALES TAX REVENUE - GENERAL FUND</b>														
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted
Art. 39	\$48,097	\$47,949	\$40,973	\$50,466	\$47,978	\$30,725	\$59,411	\$39,821	\$33,880	\$46,891			\$446,190	\$615,000
Art. 40	\$30,157	\$24,837	\$22,186	\$25,829	\$23,761	\$19,611	\$29,801	\$21,281	\$18,919	\$25,151			\$241,532	\$295,000
Art. 42	\$16,138	\$15,463	\$13,531	\$16,241	\$14,720	\$11,620	\$18,623	\$13,433	\$11,695	\$15,480			\$146,945	\$182,000
Art. 44	\$15	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$15	\$0
<b>Total</b>	<b>\$94,407</b>	<b>\$88,249</b>	<b>\$76,689</b>	<b>\$92,537</b>	<b>\$86,460</b>	<b>\$61,956</b>	<b>\$107,835</b>	<b>\$74,534</b>	<b>\$64,493</b>	<b>\$87,522</b>	<b>\$0</b>	<b>\$0</b>	<b>\$834,681</b>	<b>\$1,092,000</b>
													<b>Total Budgeted</b>	<b>\$1,092,000</b>

<b>SALES TAX REVENUE- RESTRICTED SCHOOL CAPITAL RESERVE FUND</b>														
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted
Art. 40	\$14,231	\$15,143	\$14,931	\$15,105	\$14,002	\$15,978	\$17,310	\$12,920	\$12,694	\$16,367			\$148,680	\$185,000
Art. 42	\$28,462	\$30,286	\$29,863	\$30,209	\$28,004	\$31,956	\$34,620	\$25,840	\$25,388	\$32,733			\$297,360	\$360,000
<b>Total</b>	<b>\$42,693</b>	<b>\$45,429</b>	<b>\$44,794</b>	<b>\$45,314</b>	<b>\$42,006</b>	<b>\$47,934</b>	<b>\$51,930</b>	<b>\$38,760</b>	<b>\$38,082</b>	<b>\$49,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$446,040</b>	<b>\$545,000</b>
													<b>Total Budgeted</b>	<b>\$545,000</b>
<b>TOTAL</b>	<b>\$137,100</b>	<b>\$133,677</b>	<b>\$121,483</b>	<b>\$137,850</b>	<b>\$128,466</b>	<b>\$109,890</b>	<b>\$159,764</b>	<b>\$113,294</b>	<b>\$102,574</b>	<b>\$136,622</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,280,721</b>	<b>\$1,637,000</b>

<b>SALES TAX REVENUE- SC/ED RESTRICTED</b>														
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted
GS 105-524	\$36,110	\$36,110	\$36,111	\$36,111	\$36,111	\$36,118	\$36,118	\$36,118	\$36,118	\$36,118			\$361,146	\$400,000
													<b>Total Budgeted</b>	<b>\$400,000</b>
<b>Grand</b>	<b>\$173,210</b>	<b>\$169,788</b>	<b>\$157,595</b>	<b>\$173,961</b>	<b>\$164,577</b>	<b>\$146,008</b>	<b>\$195,883</b>	<b>\$149,412</b>	<b>\$138,693</b>	<b>\$172,741</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,641,867</b>	<b>\$2,037,000</b>
														81%

**FY 2016-2017**

<b>SALES TAX REVENUE - GENERAL FUND</b>														
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted
Art. 39	\$44,906	\$29,261	\$44,167	\$43,630	\$42,588	\$45,332	\$56,533	\$47,413	\$38,641	\$53,773	\$50,384	\$44,466	\$541,095	\$590,000
Art. 40	\$21,885	\$18,599	\$23,046	\$22,644	\$21,924	\$23,487	\$28,119	\$9,857	\$20,596	\$31,511	\$25,410	\$22,446	\$269,524	\$275,000
Art. 42	\$10,593	\$11,516	\$14,125	\$14,030	\$13,752	\$14,383	\$17,207	\$12,101	\$12,802	\$21,032	\$15,841	\$13,637	\$171,020	\$145,000
Art. 44	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$5	\$0	\$3	\$0	\$9	\$0
<b>Total</b>	<b>\$77,384</b>	<b>\$59,378</b>	<b>\$81,339</b>	<b>\$80,304</b>	<b>\$78,264</b>	<b>\$83,202</b>	<b>\$101,859</b>	<b>\$69,371</b>	<b>\$72,044</b>	<b>\$106,316</b>	<b>\$91,638</b>	<b>\$80,549</b>	<b>\$981,647</b>	<b>\$1,010,000</b>
													<b>Total Budgeted</b>	<b>\$1,010,000</b>

<b>SALES TAX REVENUE- RESTRICTED SCHOOL CAPITAL RESERVE FUND</b>														
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted
Art. 40	\$17,986	\$13,725	\$14,801	\$14,062	\$14,970	\$14,970	\$17,189	\$17,189	\$13,005	\$13,005	\$14,971	\$14,231	\$180,103	\$185,000
Art. 42	\$35,972	\$27,449	\$29,601	\$28,123	\$28,123	\$29,941	\$34,377	\$34,377	\$26,010	\$26,010	\$29,941	\$28,462	\$358,389	\$360,000
<b>Total</b>	<b>\$53,958</b>	<b>\$41,174</b>	<b>\$44,402</b>	<b>\$42,185</b>	<b>\$43,094</b>	<b>\$44,911</b>	<b>\$51,566</b>	<b>\$51,566</b>	<b>\$39,016</b>	<b>\$39,016</b>	<b>\$44,912</b>	<b>\$42,693</b>	<b>\$538,491</b>	<b>\$545,000</b>
													<b>Total Budgeted</b>	<b>\$545,000</b>
<b>TOTAL</b>	<b>\$131,342</b>	<b>\$100,552</b>	<b>\$125,741</b>	<b>\$122,488</b>	<b>\$121,358</b>	<b>\$128,113</b>	<b>\$153,425</b>	<b>\$120,937</b>	<b>\$111,059</b>	<b>\$145,331</b>	<b>\$136,550</b>	<b>\$123,242</b>	<b>\$1,520,139</b>	<b>\$1,555,000</b>

<b>SALES TAX REVENUE- SC/ED RESTRICTED</b>														
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted
GS 105-524	\$33,652	\$33,652	\$33,652	\$33,652	\$33,652	\$33,642	\$33,642	\$33,642	\$33,642	\$33,642	\$33,642	\$33,642	\$403,752	\$400,000
													<b>Total Budgeted</b>	<b>\$400,000</b>
<b>Grand</b>	<b>\$164,994</b>	<b>\$134,204</b>	<b>\$159,393</b>	<b>\$156,140</b>	<b>\$155,010</b>	<b>\$161,754</b>	<b>\$187,067</b>	<b>\$154,579</b>	<b>\$144,701</b>	<b>\$178,973</b>	<b>\$170,192</b>	<b>\$156,884</b>	<b>\$1,923,891</b>	<b>\$1,955,000</b>

Attachment: Sales tax collections FY 17-18 (2096 : FY 17-18 Year to Date Finance Report)



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Camden County, NC LIVE  
YEAR-TO-DATE EXPENSE REPORT  
MAY 2018

P 1  
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FOR 2018 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
0010 GENERAL FUND							
4100 GOVERNING BODY	113,019	113,019.00	90,693.31	6,097.61	.00	22,325.69	80.2%
4200 ADMINISTRATION	202,362	198,490.00	159,711.80	13,179.23	874.90	37,903.30	80.9%
4300 ELECTIONS	120,546	120,524.00	99,490.18	13,545.12	1,036.14	19,997.68	83.4%
4400 FINANCE	211,642	223,844.00	196,008.87	13,065.90	1,280.00	26,555.13	88.1%
4410 PERSONNEL DEPARTMENT	72,090	72,068.00	61,496.21	5,364.26	.00	10,571.79	85.3%
4500 TAX DEPARTMENT	420,926	427,814.00	369,067.48	34,061.07	2,080.22	56,666.30	86.8%
4700 LEGALS	60,000	60,000.00	44,861.00	905.00	.00	15,139.00	74.8%
4800 REGISTER OF DEEDS	234,381	234,415.00	196,915.97	20,350.12	1,889.49	35,609.54	84.8%
4900 PLANNING DEPARTMENT	358,521	358,521.00	245,388.16	22,119.43	12,322.25	100,810.59	71.9%
4930 INSPECTIONS DEPARMENT	142,392	142,536.00	122,752.24	16,366.33	604.00	19,179.76	86.5%
4940 ECONOMIC DEVELOPMENT COMM	119,677	119,923.00	90,495.05	9,734.20	.00	29,427.95	75.5%
5000 BUILDINGS AND GROUNDS	337,798	348,782.00	308,249.30	24,989.71	16,451.83	24,080.87	93.1%
5100 SHERIFF	1,707,377	1,821,441.00	1,482,472.76	105,495.75	16,283.11	322,685.13	82.3%
5110 SCHOOL RESOURCE OFFICERS	73,718	73,454.00	65,221.00	5,376.48	.00	8,233.00	88.8%
5140 JURY COMMISSION	95	95.00	70.26	.00	.00	24.74	74.0%
5150 COURT FACILITIES	26,740	26,740.00	24,024.65	479.65	.00	2,715.35	89.8%
5450 PUBLIC WORKS ADMINISTRATIO	115,271	115,478.00	88,382.58	7,117.81	.00	27,095.42	76.5%
5460 FLEET VEHICLES	14,504	14,504.00	1,670.13	-79.29	.00	12,833.87	11.5%
5500 TRAFFIC	3,060	3,060.00	974.89	.00	.00	2,085.11	31.9%
5800 SOLID WASTE	674,977	674,777.00	532,797.85	53,712.48	.00	141,979.15	79.0%
5900 PUBLIC HEALTH	130,290	130,221.00	122,019.56	705.50	.00	8,201.44	93.7%
6050 EXTENSION	131,116	146,122.00	106,152.91	10,692.29	140.83	39,828.26	72.7%
6060 CAMDEN COUNTY YOUTH COUNCI	1,850	1,850.00	.00	.00	.00	1,850.00	.0%
6110 LIBRARY	198,084	200,158.00	164,281.81	18,019.94	2,370.30	33,505.89	83.3%
6120 RECREATION DEPARTMENT	250,128	254,225.00	223,429.18	16,988.88	500.00	30,295.82	88.1%
6200 DDJP	62,288	63,142.00	58,030.99	6,279.47	.00	5,111.01	91.9%
6210 SENIOR CENTER	132,715	145,171.00	117,011.54	9,235.60	918.48	27,240.98	81.2%
6500 POST EMPLOYMENT BENEFITS	22,368	10,252.00	.00	.00	.00	10,252.00	.0%
6600 NON-DEPARTMENTAL	169,400	167,990.00	131,148.06	10,117.69	11,496.00	25,345.94	84.9%
6700 SOIL & WATER CONSERVATION	66,413	67,393.00	58,331.55	4,030.42	535.61	8,525.84	87.3%
6810 CAPITAL OUTLAY	325,000	611,000.00	275,000.00	.00	.00	336,000.00	45.0%
6820 DEBT SERVICE	1,043,095	1,043,095.00	1,043,000.27	38,846.08	.00	94.73	100.0%
6900 SPECIAL APPROPRIATIONS	5,056,440	5,100,440.00	4,195,829.52	433,694.22	.00	904,610.48	82.3%
9990 CONTINGENCY	40,000	15,350.00	.00	.00	.00	15,350.00	.0%
TOTAL GENERAL FUND	12,638,283	13,105,894.00	10,674,979.08	900,490.95	68,783.16	2,362,131.76	82.0%

0012 CODE ENFORCEMENT REVOLVING

Attachment: 5-31-2018 EXPENSES (2096 : FY 17-18 Year to Date Finance Report)



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Camden County, NC LIVE  
YEAR-TO-DATE EXPENSE REPORT  
MAY 2018

P 2  
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FOR 2018 11

0012	CODE ENFORCEMENT REVOLVING	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
4900	PLANNING DEPARTMENT	13,000	13,000.00	7,030.00	200.00	.00	5,970.00	54.1%
	TOTAL CODE ENFORCEMENT REVOLVI	13,000	13,000.00	7,030.00	200.00	.00	5,970.00	54.1%
0013	R/D AUTO ENHANCEMENT FUND							
4800	REGISTER OF DEEDS	10,425	10,425.00	10,425.00	.00	.00	.00	100.0%
	TOTAL R/D AUTO ENHANCEMENT FUN	10,425	10,425.00	10,425.00	.00	.00	.00	100.0%
0015	TOURISM DEV AUTHORITY							
4200	ADMINISTRATION	44,210	44,210.00	25,806.34	766.93	4,500.00	13,903.66	68.6%
	TOTAL TOURISM DEV AUTHORITY	44,210	44,210.00	25,806.34	766.93	4,500.00	13,903.66	68.6%
0023	WATER&SEWER RESERVE FUND							
7100	R/O PLANT OPERATIONS	104,000	110,000.00	109,825.22	1,467.50	.00	174.78	99.8%
7200	WATER DISTRIBUTION	43,500	49,500.00	23,631.60	1,467.50	.00	25,868.40	47.7%
7500	WASTE WATER OPERATIONS	0	13,400.00	5,976.67	1,467.50	.00	7,423.33	44.6%
	TOTAL WATER&SEWER RESERVE FUND	147,500	172,900.00	139,433.49	4,402.50	.00	33,466.51	80.6%
0029	WATER & SEWER PROJECTS							
7600	CORE WASTE TREATMENT PROJ	2,656,900	2,656,900.00	61,299.88	22,033.40	.00	2,595,600.12	2.3%
	TOTAL WATER & SEWER PROJECTS	2,656,900	2,656,900.00	61,299.88	22,033.40	.00	2,595,600.12	2.3%
0030	SO CAMDEN WATER/SEWER DIST							
6820	DEBT SERVICE	280,963	280,963.00	280,962.95	93,493.38	.00	.05	100.0%
7100	R/O PLANT OPERATIONS	413,805	413,805.00	343,824.82	29,110.77	15,902.93	54,077.25	86.9%

Attachment: 5-31-2018 EXPENSES (2016 : FY 17-18 Year to Date Finance Report)



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Camden County, NC LIVE  
YEAR-TO-DATE EXPENSE REPORT  
MAY 2018

P 3  
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FOR 2018 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
7200 WATER DISTRIBUTION	435,845	435,845.00	376,488.24	26,782.97	819.25	58,537.51	86.6%
7500 WASTE WATER OPERATIONS	231,233	239,533.00	188,556.97	15,377.73	6,652.50	44,323.53	81.5%
TOTAL SO CAMDEN WATER/SEWER DI	1,361,846	1,370,146.00	1,189,832.98	164,764.85	23,374.68	156,938.34	88.5%
<hr/>							
0032 DISMAL SWAMP GIFT SHOP							
6000 DISMAL SWAMP VISITORS CENT	36,000	36,000.00	16,021.74	2,234.69	.00	19,978.26	44.5%
TOTAL DISMAL SWAMP GIFT SHOP	36,000	36,000.00	16,021.74	2,234.69	.00	19,978.26	44.5%
<hr/>							
0036 SOUTH MILLS WATERSHED							
4720 DRAINAGE & WATERSHED PROTE	51,125	57,125.00	7,000.00	.00	.00	50,125.00	12.3%
TOTAL SOUTH MILLS WATERSHED	51,125	57,125.00	7,000.00	.00	.00	50,125.00	12.3%
<hr/>							
0037 SAWYERS CREEK WATERSHED							
4720 DRAINAGE & WATERSHED PROTE	20,050	20,050.00	1,395.88	.00	.00	18,654.12	7.0%
TOTAL SAWYERS CREEK WATERSHED	20,050	20,050.00	1,395.88	.00	.00	18,654.12	7.0%
<hr/>							
0038 NORTH RIVER WATERSHED							
4720 DRAINAGE & WATERSHED PROTE	18,050	18,050.00	1,000.00	.00	.00	17,050.00	5.5%
TOTAL NORTH RIVER WATERSHED	18,050	18,050.00	1,000.00	.00	.00	17,050.00	5.5%
<hr/>							
0039 SHILOH WATERSHED							
4720 DRAINAGE & WATERSHED PROTE	15,050	15,050.00	1,353.55	.00	.00	13,696.45	9.0%
TOTAL SHILOH WATERSHED	15,050	15,050.00	1,353.55	.00	.00	13,696.45	9.0%
<hr/>							
0040 CH & S FIRE COMMISSION							

Attachment: 5-31-2018 EXPENSES (2096 : FY 17-18 Year to Date Finance Report)



06/27/2018 18:51  
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Camden County, NC LIVE  
YEAR-TO-DATE EXPENSE REPORT  
MAY 2018

P 4  
glytbdud

FOR 2018 11

0040	CH & S FIRE COMMISSION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
5300	FIRE COMMISSION OPERATING	346,545	346,545.00	180,782.87	23,411.34	.00	165,762.13	52.2%
	TOTAL CH & S FIRE COMMISSION	346,545	346,545.00	180,782.87	23,411.34	.00	165,762.13	52.2%
<hr/>								
0041	SOUTH MILLS FIRE COMMISSION							
5300	FIRE COMMISSION OPERATING	239,512	239,512.00	186,861.91	4,695.37	.00	52,650.09	78.0%
	TOTAL SOUTH MILLS FIRE COMMISS	239,512	239,512.00	186,861.91	4,695.37	.00	52,650.09	78.0%
<hr/>								
0050	SCHOOL FUND							
6900	SPECIAL APPROPRIATIONS	11,411	11,411.00	.00	.00	.00	11,411.00	.0%
	TOTAL SCHOOL FUND	11,411	11,411.00	.00	.00	.00	11,411.00	.0%
<hr/>								
0051	DSS TRUST FUND							
8000	PUBLIC ASSISTANCE	39,484	68,284.00	39,233.82	4,797.85	.00	29,050.18	57.5%
	TOTAL DSS TRUST FUND	39,484	68,284.00	39,233.82	4,797.85	.00	29,050.18	57.5%
<hr/>								
0052	SOCIAL SERVICES							
6100	DSS ADMINISTRATION	1,020,211	1,020,211.00	839,871.17	71,509.54	11,583.87	168,755.96	83.5%
8000	PUBLIC ASSISTANCE	338,154	343,154.00	153,620.29	7,622.31	.00	189,533.71	44.8%
	TOTAL SOCIAL SERVICES	1,358,365	1,363,365.00	993,491.46	79,131.85	11,583.87	358,289.67	73.7%
<hr/>								
0053	JOYCE CREEK DRAINAGE PROJECT							
7210	PROJECT OPERATIONS	44,680	44,680.00	10,618.60	107.65	.00	34,061.40	23.8%
	TOTAL JOYCE CREEK DRAINAGE PRO	44,680	44,680.00	10,618.60	107.65	.00	34,061.40	23.8%

Attachment: 5-31-2018 EXPENSES (2096 : FY 17-18 Year to Date Finance Report)



06/27/2018 18:51  
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Camden County, NC LIVE  
YEAR-TO-DATE EXPENSE REPORT  
MAY 2018

P 5  
glytddbud

FOR 2018 11

0055	ECONOMIC DEVELOPMENT PROJ FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
0055 ECONOMIC DEVELOPMENT PROJ FUND								
4940	ECONOMIC DEVELOPMENT COMM	40,000	40,000.00	.00	.00	.00	40,000.00	.0%
	TOTAL ECONOMIC DEVELOPMENT PRO	40,000	40,000.00	.00	.00	.00	40,000.00	.0%
0056 FEREBEE COURTHOUSE TRUST								
5000	BUILDINGS AND GROUNDS	1,530	1,530.00	.00	.00	.00	1,530.00	.0%
	TOTAL FEREBEE COURTHOUSE TRUST	1,530	1,530.00	.00	.00	.00	1,530.00	.0%
0060 DISMAL SWAMP VISITOR CENTER								
6000	DISMAL SWAMP VISITORS CENT	166,000	166,000.00	143,837.35	12,900.76	.00	22,162.65	86.6%
	TOTAL DISMAL SWAMP VISITOR CEN	166,000	166,000.00	143,837.35	12,900.76	.00	22,162.65	86.6%
0065 COMMUNITY PARK TRUST FUND								
6130	PARK OPERATIONS	67,200	70,700.00	51,891.90	24,561.79	5,749.00	13,059.10	81.5%
	TOTAL COMMUNITY PARK TRUST FUN	67,200	70,700.00	51,891.90	24,561.79	5,749.00	13,059.10	81.5%
0070 REVALUATION RESERVE FUND								
4200	ADMINISTRATION	241,730	241,730.00	6,500.00	6,500.00	.00	235,230.00	2.7%
	TOTAL REVALUATION RESERVE FUND	241,730	241,730.00	6,500.00	6,500.00	.00	235,230.00	2.7%
0071 UNRESTRICTED CAPITAL RESERVE								

Attachment: 5-31-2018 EXPENSES (2016 : FY 17-18 Year to Date Finance Report)



06/27/2018 18:51  
shumphries

Camden County, NC LIVE  
YEAR-TO-DATE EXPENSE REPORT  
MAY 2018

P 6  
glytddbud

FOR 2018 11

0071	UNRESTRICTED CAPITAL RESERVE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
6600	NON-DEPARTMENTAL	1,250,300	1,250,300.00	-34,035.22	.00	.00	1,284,335.22	-2.7%
	TOTAL UNRESTRICTED CAPITAL RES	1,250,300	1,250,300.00	-34,035.22	.00	.00	1,284,335.22	-2.7%
0075	SCHOOL CAPITAL RESERVE							
6820	DEBT SERVICE	1,130,325	1,130,325.00	986,649.83	.00	.00	143,675.17	87.3%
	TOTAL SCHOOL CAPITAL RESERVE	1,130,325	1,130,325.00	986,649.83	.00	.00	143,675.17	87.3%
	GRAND TOTAL	21,949,521	22,494,132.00	14,701,410.46	1,250,999.93	113,990.71	7,678,730.83	65.9%

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

Attachment: 5-31-2018 EXPENSES (2096 : FY 17-18 Year to Date Finance Report)



06/27/2018 18:49  
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Camden County, NC LIVE  
YEAR-TO-DATE REVENUE REPORT

P 1  
glytddbud

FOR 2018 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
<u>0010 GENERAL FUND</u>							
4000 REVENUES	-4,298,840	-4,271,122.00	-2,882,003.70	-175,965.60	.00	-1,389,118.30	67.5%
4300 ELECTIONS	0	.00	-11,376.25	.00	.00	11,376.25	100.0%
4400 FINANCE	-660	-660.00	.00	.00	.00	-660.00	.0%
4410 PERSONNEL DEPARTMENT	-2,350	-2,350.00	.00	.00	.00	-2,350.00	.0%
4500 TAX DEPARTMENT	-7,700,032	-7,706,032.00	-7,612,050.37	-103,471.21	.00	-93,981.63	98.8%
4800 REGISTER OF DEEDS	-138,000	-138,000.00	-152,064.88	-16,224.25	.00	14,064.88	110.2%
4900 PLANNING DEPARTMENT	-44,150	-44,150.00	-32,058.27	-12,871.64	.00	-12,091.73	72.6%
4930 INSPECTIONS DEPARMENT	-68,000	-128,000.00	-137,336.09	-10,411.20	.00	9,336.09	107.3%
5100 SHERIFF	-97,300	-223,569.00	-212,538.39	3,014.15	.00	-11,030.61	95.1%
5110 SCHOOL RESOURCE OFFICERS	-37,838	-37,838.00	-34,683.00	-3,153.00	.00	-3,155.00	91.7%
5150 COURT FACILITIES	-24,000	-24,000.00	-16,038.27	-1,996.78	.00	-7,961.73	66.8%
5460 FLEET VEHICLES	-14,500	-14,500.00	-1,800.85	.00	.00	-12,699.15	12.4%
5800 SOLID WASTE	-28,400	-28,400.00	-33,440.14	-7,712.83	.00	5,040.14	117.7%
6050 EXTENSION	-1,150	-16,156.00	-4,830.20	-975.00	.00	-11,325.80	29.9%
6110 LIBRARY	-4,800	-5,000.00	-5,881.64	-583.46	.00	881.64	117.6%
6120 RECREATION DEPARTMENT	-17,300	-22,300.00	-20,108.00	.00	.00	-2,192.00	90.2%
6200 DDJP	-51,907	-52,761.00	-48,436.00	-4,325.00	.00	-4,325.00	91.8%
6210 SENIOR CENTER	-17,028	-24,028.00	-21,758.04	-3,753.76	.00	-2,269.96	90.6%
6500 POST EMPLOYMENT BENEFITS	-22,368	-22,368.00	.00	.00	.00	-22,368.00	.0%
6700 SOIL & WATER CONSERVATION	-32,079	-32,079.00	-23,517.28	.00	.00	-8,561.72	73.3%
6810 CAPITAL OUTLAY	0	-275,000.00	.00	.00	.00	-275,000.00	.0%
6900 SPECIAL APPROPRIATIONS	-37,581	-37,581.00	.00	.00	.00	-37,581.00	.0%
TOTAL GENERAL FUND	-12,638,283	-13,105,894.00	-11,249,921.37	-338,429.58	.00	-1,855,972.63	85.8%
<u>0012 CODE ENFORCEMENT REVOLVING</u>							
4900 PLANNING DEPARTMENT	-13,000	-13,000.00	-3,410.44	-38.07	.00	-9,589.56	26.2%
TOTAL CODE ENFORCEMENT REVOLVI	-13,000	-13,000.00	-3,410.44	-38.07	.00	-9,589.56	26.2%
<u>0013 R/D AUTO ENHANCEMENT FUND</u>							
4800 REGISTER OF DEEDS	-10,425	-10,425.00	-4,987.29	-493.50	.00	-5,437.71	47.8%
TOTAL R/D AUTO ENHANCEMENT FUN	-10,425	-10,425.00	-4,987.29	-493.50	.00	-5,437.71	47.8%
<u>0015 TOURISM DEV AUTHORITY</u>							

Attachment: 5-31-2018 REVENUES (2096 : FY 17-18 Year to Date Finance Report)



06/27/2018 18:49  
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Camden County, NC LIVE  
YEAR-TO-DATE REVENUE REPORT

P 2  
glytdbud

FOR 2018 11

0015	TOURISM DEV AUTHORITY	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
4000	REVENUES	-44,210	-44,210.00	-17,965.72	-809.58	.00	-26,244.28	40.6%
	TOTAL TOURISM DEV AUTHORITY	-44,210	-44,210.00	-17,965.72	-809.58	.00	-26,244.28	40.6%
0023	WATER&SEWER RESERVE FUND							
7100	R/O PLANT OPERATIONS	-104,000	-110,000.00	-20,000.00	.00	.00	-90,000.00	18.2%
7200	WATER DISTRIBUTION	-43,500	-49,500.00	-63,834.25	-32,700.49	.00	14,334.25	129.0%
7500	WASTE WATER OPERATIONS	0	-13,400.00	-7,400.00	.00	.00	-6,000.00	55.2%
	TOTAL WATER&SEWER RESERVE FUND	-147,500	-172,900.00	-91,234.25	-32,700.49	.00	-81,665.75	52.8%
0029	WATER & SEWER PROJECTS							
4000	REVENUES	-1,103,450	-1,103,450.00	.00	.00	.00	-1,103,450.00	.0%
7500	WASTE WATER OPERATIONS	0	.00	-5,880.82	-733.56	.00	5,880.82	100.0%
7600	CORE WASTE TREATMENT PROJ	-1,553,450	-1,553,450.00	.00	.00	.00	-1,553,450.00	.0%
	TOTAL WATER & SEWER PROJECTS	-2,656,900	-2,656,900.00	-5,880.82	-733.56	.00	-2,651,019.18	.2%
0030	SO CAMDEN WATER/SEWER DIST							
7100	R/O PLANT OPERATIONS	-41,613	-41,613.00	.00	.00	.00	-41,613.00	.0%
7200	WATER DISTRIBUTION	-1,089,000	-1,089,000.00	-1,069,363.56	-113,528.35	.00	-19,636.44	98.2%
7500	WASTE WATER OPERATIONS	-231,233	-239,533.00	-122,676.74	-10,178.25	.00	-116,856.26	51.2%
	TOTAL SO CAMDEN WATER/SEWER DI	-1,361,846	-1,370,146.00	-1,192,040.30	-123,706.60	.00	-178,105.70	87.0%
0032	DISMAL SWAMP GIFT SHOP							
6000	DISMAL SWAMP VISITORS CENT	-36,000	-36,000.00	-25,745.15	-3,536.28	.00	-10,254.85	71.5%
	TOTAL DISMAL SWAMP GIFT SHOP	-36,000	-36,000.00	-25,745.15	-3,536.28	.00	-10,254.85	71.5%
0036	SOUTH MILLS WATERSHED							

Attachment: 5-31-2018 REVENUES (2096 : FY 17-18 Year to Date Finance Report)



06/27/2018 18:49  
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Camden County, NC LIVE  
YEAR-TO-DATE REVENUE REPORT

P 3  
glytdbud

FOR 2018 11

0036	SOUTH MILLS WATERSHED	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
4720	DRAINAGE & WATERSHED PROTE	-51,125	-57,125.00	-14,886.46	-75.46	.00	-42,238.54	26.1%
	TOTAL SOUTH MILLS WATERSHED	-51,125	-57,125.00	-14,886.46	-75.46	.00	-42,238.54	26.1%
0037	SAWYERS CREEK WATERSHED							
4720	DRAINAGE & WATERSHED PROTE	-20,050	-20,050.00	-19,549.87	-73.46	.00	-500.13	97.5%
	TOTAL SAWYERS CREEK WATERSHED	-20,050	-20,050.00	-19,549.87	-73.46	.00	-500.13	97.5%
0038	NORTH RIVER WATERSHED							
4720	DRAINAGE & WATERSHED PROTE	-18,050	-18,050.00	-17,729.86	-74.79	.00	-320.14	98.2%
	TOTAL NORTH RIVER WATERSHED	-18,050	-18,050.00	-17,729.86	-74.79	.00	-320.14	98.2%
0039	SHILOH WATERSHED							
4720	DRAINAGE & WATERSHED PROTE	-15,050	-15,050.00	-19,749.53	-113.17	.00	4,699.53	131.2%
	TOTAL SHILOH WATERSHED	-15,050	-15,050.00	-19,749.53	-113.17	.00	4,699.53	131.2%
0040	CH & S FIRE COMMISSION							
5300	FIRE COMMISSION OPERATING	-346,545	-346,545.00	-338,906.67	-5,675.19	.00	-7,638.33	97.8%
	TOTAL CH & S FIRE COMMISSION	-346,545	-346,545.00	-338,906.67	-5,675.19	.00	-7,638.33	97.8%
0041	SOUTH MILLS FIRE COMMISSION							
5300	FIRE COMMISSION OPERATING	-239,512	-239,512.00	-202,943.04	-2,376.71	.00	-36,568.96	84.7%
	TOTAL SOUTH MILLS FIRE COMMISS	-239,512	-239,512.00	-202,943.04	-2,376.71	.00	-36,568.96	84.7%
0050	SCHOOL FUND							

Attachment: 5-31-2018 REVENUES (2096 : FY 17-18 Year to Date Finance Report)



06/27/2018 18:49  
shumphries

Camden County, NC LIVE  
YEAR-TO-DATE REVENUE REPORT

P 4  
glytbdud

FOR 2018 11

0050	SCHOOL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
6900	SPECIAL APPROPRIATIONS	-11,411	-11,411.00	-8,741.62	-1,143.39	.00	-2,669.38	76.6%
	TOTAL SCHOOL FUND	-11,411	-11,411.00	-8,741.62	-1,143.39	.00	-2,669.38	76.6%
0051	DSS TRUST FUND							
8000	PUBLIC ASSISTANCE	-39,484	-68,284.00	-48,570.47	-4,903.90	.00	-19,713.53	71.1%
	TOTAL DSS TRUST FUND	-39,484	-68,284.00	-48,570.47	-4,903.90	.00	-19,713.53	71.1%
0052	SOCIAL SERVICES							
6100	DSS ADMINISTRATION	-1,358,365	-1,363,365.00	-706,490.34	-65,010.68	.00	-656,874.66	51.8%
	TOTAL SOCIAL SERVICES	-1,358,365	-1,363,365.00	-706,490.34	-65,010.68	.00	-656,874.66	51.8%
0053	JOYCE CREEK DRAINAGE PROJECT							
7210	PROJECT OPERATIONS	-44,680	-44,680.00	-34,535.65	-345.18	.00	-10,144.35	77.3%
	TOTAL JOYCE CREEK DRAINAGE PRO	-44,680	-44,680.00	-34,535.65	-345.18	.00	-10,144.35	77.3%
0055	ECONOMIC DEVELOPMENT PROJ FUND							
4940	ECONOMIC DEVELOPMENT COMM	-40,000	-40,000.00	-923.42	-116.78	.00	-39,076.58	2.3%
	TOTAL ECONOMIC DEVELOPMENT PRO	-40,000	-40,000.00	-923.42	-116.78	.00	-39,076.58	2.3%
0056	FEREBEE COURTHOUSE TRUST							
5000	BUILDINGS AND GROUNDS	-1,530	-1,530.00	-16.14	-2.14	.00	-1,513.86	1.1%
	TOTAL FEREBEE COURTHOUSE TRUST	-1,530	-1,530.00	-16.14	-2.14	.00	-1,513.86	1.1%
0060	DISMAL SWAMP VISITOR CENTER							

Attachment: 5-31-2018 REVENUES (2096 : FY 17-18 Year to Date Finance Report)



06/27/2018 18:49  
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Camden County, NC LIVE  
YEAR-TO-DATE REVENUE REPORT

P 5  
glytbdud

FOR 2018 11

0060	DISMAL SWAMP VISITOR CENTER	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
6000	DISMAL SWAMP VISITORS CENT	-166,000	-166,000.00	-143,167.96	-10.21	.00	-22,832.04	86.2%
	TOTAL DISMAL SWAMP VISITOR CEN	-166,000	-166,000.00	-143,167.96	-10.21	.00	-22,832.04	86.2%
0065	COMMUNITY PARK TRUST FUND							
6130	PARK OPERATIONS	-67,200	-70,700.00	-1,885.25	-890.04	.00	-68,814.75	2.7%
	TOTAL COMMUNITY PARK TRUST FUN	-67,200	-70,700.00	-1,885.25	-890.04	.00	-68,814.75	2.7%
0070	REVALUATION RESERVE FUND							
4000	REVENUES	-241,730	-241,730.00	-1,866.81	-236.08	.00	-239,863.19	.8%
	TOTAL REVALUATION RESERVE FUND	-241,730	-241,730.00	-1,866.81	-236.08	.00	-239,863.19	.8%
0071	UNRESTRICTED CAPITAL RESERVE							
6600	NON-DEPARTMENTAL	-1,250,300	-1,250,300.00	-478,359.04	-56,699.13	.00	-771,940.96	38.3%
	TOTAL UNRESTRICTED CAPITAL RES	-1,250,300	-1,250,300.00	-478,359.04	-56,699.13	.00	-771,940.96	38.3%
0075	SCHOOL CAPITAL RESERVE							
6820	DEBT SERVICE	-1,130,325	-1,130,325.00	-953,385.73	-74,283.34	.00	-176,939.27	84.3%
	TOTAL SCHOOL CAPITAL RESERVE	-1,130,325	-1,130,325.00	-953,385.73	-74,283.34	.00	-176,939.27	84.3%
	GRAND TOTAL	-21,949,521	-22,494,132.00	-15,582,893.20	-712,477.31	.00	-6,911,238.80	69.3%

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Attachment: 5-31-2018 REVENUES (2096 : FY 17-18 Year to Date Finance Report)



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

**Information, Reports & Minutes From Other Agencies**

**Item Number:** 9.B  
**Meeting Date:** July 09, 2018

**Submitted By:** Tammie Krauss, Register of Deeds  
Register of Deeds  
Prepared by: Karen Davis

**Item Title** **Register of Deeds**

**Attachments:** Register of Deeds - May 2018 (PDF)  
Register of Deeds Weekly Report - May 2018 (PDF)  
Register of Deeds - June 2018 (PDF)  
Register of Deeds Weekly Report - June 2018 (XLS)

Ledger Report Fee Distribution  
TAMMIE KRAUSS, REGISTER OF DEEDS  
Camden, NC

Date Range From Tuesday, May 01, 2018 to Thursday, May 31, 2018

Name	Amount
NC Children's Trust Fund	\$50.00
NC Domestic Violence Fund	\$300.00
State Revenue Stamp	\$5,313.56
County Revenue Stamp	\$5,530.44
Land Transfer Fee	\$0.00
Floodplain Map Fund	\$0.00
Supplemental Retirement	\$88.11
ROD Automation Fund	\$492.75
Dept Of Cultural Resources	\$0.00
Vital Records Fund	\$0.00
State General Fund	\$0.00
State Treasurer Amount	\$700.60
ROD General Fund	\$4,241.54
<b>Total Distribution For Period</b>	<b>\$16,717.00</b>
Cash Total	\$1,148.80
Check Total	\$15,568.20
Pay Account Total	\$0.00
ACH Total	\$0.00
Escrow Account Total	\$0.00
Overpayment Total	\$0.00
<b>Total Deposit For Period</b>	<b>\$16,717.00</b>

Camden County Register of Deeds: Tammie Krauss  
 May 2018 Daily Deposit

DATE	NC CHILDREN TRUST	NC DOM. VIO. FUND	STATE REV. STAMPS	COUNTY REV. STAMPS	RETIREMENT	AUTO FUND	STATE TREASURY	ROD GENERAL	TOTAL
05/01/18	\$ 5.00	\$ 30.00			\$ 1.79	\$ 7.61	\$ 6.20	\$ 68.40	\$ 119.00
05/02/18	\$ 10.00	\$ 60.00			\$ 2.27	\$ 7.25	\$ 6.20	\$ 65.28	\$ 151.00
05/03/18	\$ -	\$ -	\$ 287.14	\$ 298.86	\$ 5.69	\$ 35.05	\$ 43.40	\$ 294.86	\$ 965.00
05/04/18	\$ 5.00	\$ 30.00	\$ 404.74	\$ 421.26	\$ 6.82	\$ 36.06	\$ 62.00	\$ 314.12	\$ 1,280.00
05/07/18			\$ 1,076.04	\$ 1,119.96	\$ 8.47	\$ 49.82	\$ 74.40	\$ 432.71	\$ 2,761.40
05/08/18	\$ -	\$ -	\$ -	\$ -	\$ 1.54	\$ 9.41	\$ 12.40	\$ 79.45	\$ 102.80
05/09/18	\$ -	\$ -	\$ 288.12	\$ 299.88	\$ 4.50	\$ 28.75	\$ 18.60	\$ 248.15	\$ 888.00
05/10/18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
05/11/18					\$ 0.82	\$ 4.18	\$ 12.40	\$ 37.60	\$ 55.00
05/14/18					\$ 5.28	\$ 32.81	\$ 24.80	\$ 289.11	\$ 352.00
05/15/18					\$ 1.08	\$ 5.86	\$ 12.40	\$ 52.66	\$ 72.00
05/16/18					\$ 0.93	\$ 4.87	\$ 12.40	\$ 43.80	\$ 62.00
05/17/18	\$ 5.00	\$ 30.00	\$ 273.42	\$ 284.58	\$ 4.92	\$ 25.50	\$ 43.40	\$ 219.18	\$ 886.00
05/18/18	\$ 10.00	\$ 60.00	\$ 218.05	\$ 226.95	\$ 6.39	\$ 32.17	\$ 43.40	\$ 274.04	\$ 871.00
05/21/18	\$ 5.00	\$ 30.00	\$ 378.28	\$ 393.72	\$ 5.25	\$ 28.81	\$ 37.20	\$ 243.74	\$ 1,122.00
05/22/18			\$ 308.70	\$ 321.30	\$ 1.50	\$ 9.11	\$ 12.40	\$ 76.79	\$ 729.80
05/23/18			\$ 636.51	\$ 662.49	\$ 5.97	\$ 36.82	\$ 49.60	\$ 305.61	\$ 1,697.00
05/24/18			\$ 127.40	\$ 132.60	\$ 2.91	\$ 15.90	\$ 37.20	\$ 137.99	\$ 454.00
05/25/18	\$ 5.00	\$ 30.00	\$ 248.92	\$ 259.08	\$ 7.41	\$ 40.53	\$ 62.00	\$ 349.06	\$ 1,002.00
05/29/18			\$ 313.60	\$ 326.40	\$ 4.62	\$ 28.30	\$ 31.00	\$ 244.08	\$ 948.00
05/30/18					\$ 1.38	\$ 7.20	\$ 18.60	\$ 64.82	\$ 92.00
05/31/18	\$ 5.00	\$ 30.00	\$ 752.64	\$ 783.36	\$ 8.57	\$ 46.74	\$ 80.60	\$ 400.09	2107.00
									0.00
									\$ -
<b>TOTAL</b>	<b>\$ 50.00</b>	<b>\$ 300.00</b>	<b>\$ 5,313.56</b>	<b>\$ 5,530.44</b>	<b>\$ 88.11</b>	<b>\$ 492.75</b>	<b>\$ 700.60</b>	<b>\$ 4,241.54</b>	<b>\$ 16,717.00</b>

Attachment: Register of Deeds Weekly Report - May 2018 : Register of Deeds

Ledger Report Fee Distribution  
 TAMMIE KRAUSS, REGISTER OF DEEDS  
 Camden, NC

Date Range From Friday, June 01, 2018 to Saturday, June 30, 2018

Name	Amount
NC Children's Trust Fund	\$30.00
NC Domestic Violence Fund	\$180.00
State Revenue Stamp	\$6,545.91
County Revenue Stamp	\$6,813.09
Land Transfer Fee	\$0.00
Floodplain Map Fund	\$0.00
Supplemental Retirement	\$84.37
ROD Automation Fund	\$485.17
Dept Of Cultural Resources	\$0.00
Vital Records Fund	\$0.00
State General Fund	\$0.00
State Treasurer Amount	\$700.60
ROD General Fund	\$4,143.26
Total Distribution For Period	\$18,982.40
Cash Total	\$948.80
Check Total	\$18,033.60
Pay Account Total	\$0.00
ACH Total	\$0.00
Escrow Account Total	\$0.00
Overpayment Total	\$0.00
Total Deposit For Period	\$18,982.40

Camden County Register of Deeds: Tammie Krauss  
June 2018 Daily Deposit

DATE	NC CHILDREN TRUST	NC DOM. VIO. FUND	STATE REV. STAMPS	COUNTY REV. STAMPS	RETIREMENT	AUTO FUND	STATE TREASURY	ROD GENERAL	TOTAL
06/01/18	\$ -	\$ -	\$ 1,176.98	\$ 1,225.02	\$ 10.34	\$ 61.68	\$ 93.00	\$ 523.98	\$ 3,091.00
06/04/18	\$ 5.00	\$ 30.00	\$ 237.65	\$ 247.35	\$ 4.74	\$ 23.18	\$ 49.60	\$ 203.48	\$ 801.00
06/05/18	\$ -	\$ -			\$ 0.18	\$ 1.17		\$ 10.45	\$ 11.80
06/06/18	\$ -		\$ 311.64	\$ 324.36	\$ 2.22	\$ 12.61	\$ 24.80	\$ 108.37	\$ 784.00
06/07/18			\$ 308.21	\$ 320.79	\$ 5.42	\$ 30.38	\$ 62.00	\$ 263.20	\$ 990.00
06/08/18	\$ -	\$ -	\$ 107.80	\$ 112.20	\$ 3.71	\$ 22.30	\$ 31.00	\$ 190.19	\$ 467.20
06/11/18			\$ 588.98	\$ 613.02	\$ 5.03	\$ 30.78	\$ 43.40	\$ 256.39	\$ 1,537.60
06/12/18			\$ 359.17	\$ 373.83	\$ 5.25	\$ 31.72	\$ 43.40	\$ 269.83	\$ 1,083.20
06/13/18					\$ 3.30	\$ 20.24	\$ 24.80	\$ 171.66	\$ 220.00
06/14/18			\$ 466.48	\$ 485.52	\$ 3.04	\$ 18.50	\$ 24.80	\$ 156.26	\$ 1,154.60
06/15/18	\$ 5.00	\$ 30.00	\$ 730.10	\$ 759.90	\$ 10.25	\$ 61.20	\$ 62.00	\$ 514.55	\$ 2,173.00
06/18/18					\$ 1.34	\$ 7.55	\$ 12.40	\$ 67.91	\$ 89.20
06/19/18					\$ 0.90	\$ 5.30	\$ 6.20	\$ 47.60	\$ 60.00
06/20/18			\$ 80.85	\$ 84.15	\$ 1.74	\$ 10.08	\$ 18.60	\$ 85.58	\$ 281.00
06/21/18					\$ 2.05	\$ 12.69	\$ 12.40	\$ 109.06	\$ 136.20
06/22/18	\$ 15.00	\$ 90.00	\$ 1,042.72	\$ 1,085.28	\$ 11.75	\$ 60.72	\$ 80.60	\$ 525.53	\$ 2,911.60
06/25/18			\$ 387.10	\$ 402.90	\$ 2.28	\$ 13.01	\$ 24.80	\$ 111.91	\$ 942.00
06/26/18	\$ 5.00	\$ 30.00			\$ 1.29	\$ 4.35	\$ 6.20	\$ 39.16	\$ 86.00
06/27/18			\$ 480.20	\$ 499.80	\$ 3.99	\$ 24.16	\$ 31.00	\$ 206.85	\$ 1,246.00
06/28/18			\$ 268.03	\$ 278.97	\$ 4.77	\$ 29.67	\$ 37.20	\$ 246.36	\$ 865.00
06/29/18					\$ 0.78	\$ 3.88	\$ 12.40	\$ 34.94	\$ 52.00
									0.00
									0.00
									\$ -
<b>TOTAL</b>	<b>\$ 30.00</b>	<b>\$ 180.00</b>	<b>\$ 6,545.91</b>	<b>\$ 6,813.09</b>	<b>\$ 84.37</b>	<b>\$ 485.17</b>	<b>\$ 700.60</b>	<b>\$ 4,143.26</b>	<b>\$ 18,982.40</b>

Attachment: Register of Deeds Weekly Report - June 2018 (2090 : Register of Deeds)



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

**Information, Reports & Minutes From Other Agencies**

**Item Number:** 9.C  
**Meeting Date:** July 09, 2018

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

**Item Title** **Community Advisory Committee - Quarterly Report**

**Attachments:** CAC - Quarterly Report (PDF)

**Attachment: CAC - Quarterly Report - Quarterly Report (9802) - Community Advisory Committee - Quarterly Report**

**Community Advisory Committee  
Quarterly/Annual Visitation Report**

County <i>Lander</i>	Facility Type - <input type="checkbox"/> Family Care Home <input type="checkbox"/> Adult Care Home <input type="checkbox"/> Nursing Home <input type="checkbox"/> Combination Home	Facility Name <i>Needham</i>
Visit Date <i>3/21/18</i>	Time Spent in Facility <i>1</i> hr <i>15</i> min	Arrival Time <i>1:15</i> am <input checked="" type="checkbox"/> pm
Name of Person Exit Interview was held with <i>Sarah White</i>	Interview was held <input checked="" type="checkbox"/> In-Person <input type="checkbox"/> Phone	Report Completed by: <i>Ruth White</i>
<input checked="" type="checkbox"/> Adm. <input type="checkbox"/> SIC <small>(Supervisor in Charge)</small> <input type="checkbox"/> Other Staff Rep	Number of Residents who received personal visits from committee members: <i>10</i>	<i>Ruth White</i> <i>Kathy White</i>
Committee Members Present: <i>Claire Ann Marsfield, Jasmine Wilson</i>	Resident Rights Information is clearly visible. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Resident Rights Information is correct and clearly posted. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The most recent survey was readily accessible. <input type="checkbox"/> Yes <input type="checkbox"/> No	Staffing information is posted. <input type="checkbox"/> Yes <input type="checkbox"/> No	

**Resident Profile**

**Comments & Other Observations**

1. Do the residents appear neat, clean and odor free?  Yes  No
2. Did residents say they receive assistance with personal care activities, Ex. *brushing their teeth, combing their hair, inserting dentures or cleaning their eyeglasses?*  Yes  No
3. Did you see or hear residents being encouraged to participate in their care by staff members?  Yes  No
4. Were residents interacting w/ staff, other residents & visitors?  Yes  No
5. Did staff respond to or interact with residents who had difficulty communicating or making their needs known verbally?  Yes  No
6. Did you observe restraints in use?  Yes  No
7. If so, did you ask staff about the facility's restraint policies?  Yes  No

**Resident Living Accommodations**

**Comments & Other Observations**

8. Did residents describe their living environment as homelike?  Yes  No
9. Did you notice unpleasant odors in commonly used areas?  Yes  No
10. Did you see items that could cause harm or be hazardous?  Yes  No
11. Did residents feel their living areas were too noisy?  Yes  No
12. Does the facility accommodate smokers?  Yes  No
- 12a. Where?  Outside only  Inside only  Both Inside & Outside.
13. Were residents able to reach their call bells with ease?  Yes  No
14. Did staff answer call bells in a timely & courteous manner?  Yes  No
- 14a. If no, did you share this with the administrative staff?  Yes  No

**Resident Services**

**Comments & Other Observations**

15. Were residents asked their preferences or opinions about the activities planned for them at the facility?  Yes  No
16. Do residents have the opportunity to purchase personal items of their choice using their monthly needs funds?  Yes  No
- 16a. Can residents access their monthly needs funds at their convenience?  Yes  No
17. Are residents asked their preferences about meal & snack choices?  Yes  No
- 17a. Are they given a choice about where they prefer to dine?  Yes  No
18. Do residents have privacy in making and receiving phone calls?  Yes  No
19. Is there evidence of community involvement from other civic, volunteer or religious groups?  Yes  No
20. Does the facility have a Resident's Council?  Yes  No
- Family Council?  Yes  No

**Areas of Concern**

**Exit Summary**

Are there resident issues or topics that need follow-up or review at a later time or during the next visit?

Discuss items from "Areas of Concern" Section as well as any changes observed during the visit.