



CAMDENCOUNTY
new energy. new vision.

**BOARD
OF
COMMISSIONERS**

June 15th, 2015

7:00 PM - Regular Meeting

**Historic Courtroom
Courthouse Complex**

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.

Please turn Cell Phone ringers off during the meeting.

Agenda

**Camden County Board of Commissioners Regular Meeting
June 15th, 2015
7:00 P.M. - Regular Meeting
Historic Courtroom, Courthouse Complex
Camden, North Carolina**

7:00 P.M. **Call to Order** - Chairman P. Michael McLain

Welcome

Invocation & Pledge of Allegiance – Tom White

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 Agenda** (For discussion and possible action)

ITEM 3 **Presentations**

- A. Dr. Mason Economic Improvement Council (Pg. 4-6)
- B. County Tax Rate Review (Pg. 7-9)
- C. Water & Sewer Staffing..... (Pg. 10-16)

ITEM 4. **Old Business** (For discussion and possible action)

- A. Camden Youth Sports Programming (Pg. 17-22)

ITEM 5. **Public Hearings**

- A. Camden County Capital Improvement Program..... (Pg. 23-56)

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

- A. Monthly Tax Report – April (Pg. 57-64)
- B. Budget - Ordinance No. 2015-06-02 (Pg. 65-77)
- C. Board Salaries - Resolution No. 2015-06-03 (Pg. 78-80)
- D. Fee Schedule for FY2015-2016 (Pg. 81-102)
- E. Set the County tax rate for FY2015-2016..... (Pg. 104-105)

ITEM 7. Consent Agenda (All items listed below are routine and will be approved by one motion. Separate discussion of an item(s) will be held by request of a member of the Board.)

- A. Draft Minutes – 2015-03-16 BOC CIP (Pg. 106)
- B. Budget Amendments – BA024 (Pg. 107-108)
- C. Tax Collection Report (Pg. 109-110)
- D. Tax Authorization to Collect (Aug Renewals) (Pg. 111-112)
- E. Elder Abuse Awareness Proclamation..... (Pg. 113-114)
- F. Personnel Policy Revision (Pg. 115-125)
- G. Ordinance No. 2015-06-01 Supplement 14 Adoption (Pg. 126-127)
- H. Set Public Hearing - Ordinance No. 2015-06-03 – proposed
amendments to Chapter 151 (UDO) Code of Ordinances (Pg. 128-135)
- I. Surplus - GovDeals..... (Pg. 136-140)
- J. Set Public Hearing – Camden Towne Center Sewer & Water Line
Extension Betterment..... (Pg. 141)

ITEM 8. Commissioner's Report (For discussion and possible action)**ITEM 9. County Manager's Report (For discussion and possible action)****ITEM 10. Information, Reports & Minutes From Other Agencies (Pg. 142-154)**

- A. Sheriff's Monthly Report - May (Pg. 142)
- B. Register of Deeds Monthly Report - May..... (Pg. 143-144)
- C. Taylors Beach Landing Road Addition (Pg. 145-148)
- D. Albemarle Commission - Letter of Support for EDA Grant..... (Pg. 149)
- E. Sales Tax Distribution (Pg. 150-152)
- F. Senate Unveils Revised HB 117 Including Updated Sales Tax
Distribution Plan, Questions Remain..... (Pg. 153-154)

ITEM 11. Other Matters (For discussion and possible action)**ITEM 12. Adjourn**

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

Item Number: 3.A

PRESENTATION

Meeting Date: June 15th, 2015
Attachments: 1 (2 Pages)
Submitted By: Clerk to the Board

ITEM TITLE: Economic Improvement Council

MOTION MADE	
BY:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
NO MOTION	_____
VOTE:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
ABSENT	_____
RECUSED	_____

SUMMARY:

Dr. Landon Mason from the Economic Improvement Council will update the Commissioners about the opportunities provided by the EIC to the residents of Camden.

RECOMMENDATION:

Information only

Weatherization

The services of the Weatherization Assistance Program reduce energy costs by improving the energy efficiency of the home. In fact, these services reduce the average annual energy costs by \$300 per home.

Through the Weatherization Assistance Program, trained technicians evaluate the needs of each home by conducting an energy audit. They suggest the energy efficiency methods that are the most appropriate and cost-effective for the home, making it warm in the winter, cool in the summer and safe all year long.

When the energy audit is complete, a technician will meet with the family to explain how the work will be done. The technician will also inform the family of ways to conserve energy.

Typical Services:

- Performing tune-ups and repairs to heating and cooling systems
- Improving health and safety conditions by addressing carbon monoxide levels and combustion safety
- Sealing major air leaks
- Installing a smart thermostat
- Insulating floors and attics
- Replacing existing lighting with energy efficient bulbs
- And more!!!

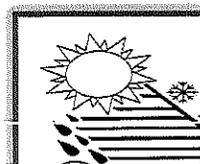
Families with incomes below 200% of the Federal Poverty Level or households with at least one member receiving cash assistance payments under SSI or TANF are eligible for weatherization services.



Community Services Block Grant



Head Start



Weatherization

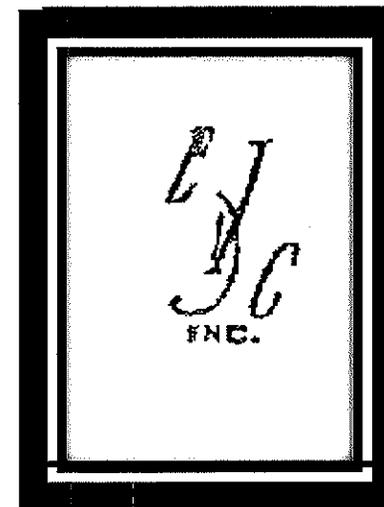


Section 8

A Beacon of Light

“The Economic Improvement Council, Inc. endeavors to be a beacon light in the communities it serves. It is pleased to partner with other agencies and entities in the communities in order to provide the best possible services to its clientele.”

The Executive Director



Economic Improvement Council, Inc.

712 Virginia Road
 P.O. Box 549
 Edenton, NC 27932
 (252) 482-4458
 (252) 482-0328 fax

www.eiccaa.com

Serving the following counties:

Camden
 Chowan
 Currituck
 Dare
 Gates
 Hyde
 Pasquotank
 Perquimans
 Tyrrell
 Washington

It is the mission of the Economic Improvement Council, Inc. to provide the economic, physical, and social well-being of its clients by providing quality services to help them become self-sufficient.

“Equal Opportunity Employer”

Economic Improvement Council, Inc. Services:

CSBG**Community Services Block Grant Family Self-Sufficiency**

Family Self-Sufficiency (FSS) is a type of assistance designed to empower people to take control of their lives by becoming independent and productive members of their community. This goal is achieved by collaborating and coordinating with other public and private agencies that assist families in securing employment, attaining educational/vocational training, budgeting available income, obtaining suitable housing and increasing stronger work ethics.

Individuals needing assistance in becoming more self-sufficient should contact the Economic Improvement Council, Inc. office in their community:

Camden EIC Center

117 NC Hwy 343
PO Box 276
Camden, NC 27921
(252) 338-7720

Currituck EIC Center

2826 Caratoke Highway
PO Box 189
Currituck, NC 27929
(252) 232-2882

Gates EIC Center

252 Highway 37 S
PO Box 568
Gatesville, NC 27938
(252) 357-0555

Pasquotank EIC Center

104 W. Ehringhaus Street
PO Box 1263
Elizabeth City, NC 27909
(252) 335-4616

Tyrrell EIC Center

109 L.A. Kesier Drive
PO Box 641
Columbia, NC 27925
(252) 796-3711

Chowan EIC Center

712 Virginia Road
PO Box 549
Edenton, NC 27932
(252) 482-4458

Dare EIC Center

723 Sir Walter Raleigh Street
PO Box 686
Manteo, NC 27954
(252) 473-3149

Hyde EIC Center

1430 Main Street
O.A. Peay (County Office Bldg.)
Swanquarter, NC 27885
(252) 926-4476

Perquimans EIC Center

220 Winfall Boulevard
Winfall, NC 27985
PO Box 386
Hertford, NC 27944

Washington EIC Center

383 Highway 64
PO Box 541
Plymouth, NC 27962
(252) 793-3142

Head Start

Head Start provides children ages 3-5 with a comprehensive preschool experience and works with their families in meeting needs.

Program Services:

Early Childhood Development: Provides comprehensive classroom experiences.

Family Engagement: Integrative families involvement.

Transition: Smoothly transitions children into the public schools.

Health: Provides screenings, medical and dental services.

Nutrition: Provides nutritious meals and snacks to children.

Disabilities: Provides services to children with disabilities.

Mental Health: Addresses the emotional needs of children, staff, and the families.

Transportation: provides bus transportation in most counties.

Centers**Chowan**

PO Box 784
Edenton, NC 27932
(252) 482-8230
(252) 482-0843

Dare

PO Box 508
Manteo, NC 27954
(252) 473-5246

Hyde

33480 US Hwy 264
Engelhard, NC 27824
(252) 925-1902

Pasquotank/Lois Johnson

PO Box 1893
Elizabeth City, NC 27909
(252) 331-1980

Perquimans

PO Box 231
Winfall, NC 27985
(252) 426-5949

Washington

PO Box 844
Plymouth, NC 27962
(252) 791-0665

Currituck

494 Shortcut Rd
Barco, NC 27917
(252) 453-4992
(252) 453-2934

Gates

Gatesville Elem. School
Gatesville, NC 27938
(252) 357-1672

Pasquotank/Camden

PO Box 1893
Elizabeth City, NC 27909
(252) 335-7698

Pasquotank North

116 Corporate Drives
Elizabeth City, NC 27909
(252) 331-1790

Tyrrell

PO Box 648
Columbia, NC 27948
(252) 766-3323

Section 8 Housing

The Section 8 Housing Choice Voucher program is designed to assist low income families.

To receive assistance, families must complete an application, be screened for eligibility factors such as income, criminal background, and past history with HUD funded housing programs. Eligible families are placed on a waiting list. As funding is available, assistance is offered to applicants at the top of the waiting list who are able to find homes that will meet the HUD safety and sanitary guidelines. Homes are inspected by inspectors at initial leasing, then at least once annually. Subsidy payments are based on family income, HUD established fair market rent, family size, and the actual gross rent. The rental assistance payments are mailed directly to the owner of the rental property.

Underneath the Section 8 umbrella also exists the Family Self Sufficiency Program. Family Self Sufficiency is a type of assistance designed to empower people to take control of their lives by becoming independent and productive members of their community. Use of housing as a stabilizing force permits families to invest in other efforts that are necessary to achieve self-sufficiency.

In order to qualify, an individual assessment will be done for each family deciding to enroll; the family and the FSS Coordinator will sign a "Contract of Participation." A plan will be made with goals and objectives that the family will achieve over a period of time. Services may include: childcare, parenting skills, job training, financial support, etc.

Satellite Center
Elizabeth City Office
104 W Ehringhaus Street
PO Box 1263
Elizabeth City, NC 27909
(252) 335-5493

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

Item Number: 3.B

Presentations

Meeting Date: June 15, 2015
Attachments: 1 (3 Pages)
Submitted By: Finance Officer

ITEM TITLE: 2015 Tax Rate Review

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

SUMMARY:

This being a revaluation year in which we saw decreasing property values, I thought it would be helpful to layout the true effects of the decrease in property value and the resulting property tax equalization. In trying to equalize the tax values to be in line with market values, an adjustment to the tax rate is needed to neutralize the revenue we would have lost from keeping the previous rate. Typically, the values are not adjusted as significantly as they are this revaluation period. While our tax rate is being adjusted .09/100, other partnering counties saw rate increases in the double digits when adjusting for revaluations performed after the housing bubble. The last valuation caused a significant increase in values due to the housing boom and the result was a significant decrease in the tax rate. While the tax rates needs to be adjusted for the decrease in property values we are still not at the pre-housing boom rate of \$.90/100. Even with the decrease in our tax base, we have been able to budget a tax rate below the revenue neutral rate of 1.2 cents. A savings to taxpayers of \$218,358 (\$121,102/97,256). Many factors contribute to this but the major factor is the minimal increase in our annual operating budget from 14-15 to 15-16.

Our fund balance continues to be healthy from conscientious spending and wise investment of county resources which is allowing for this savings that is being passed on to our citizens. We are also in a position to begin using our county resources to invest in infrastructure to provide improved service and economic development. Our citizens have expressed excitement and approval of the recent development such as the new Dollar General Store.

While self-sufficiency of the South Camden Water and Sewer needed to be addressed with rate increases, it is important to recognize the fiscal responsibility

this represents. The Local Government Commission as well as the Governmental Accounting Standards Board set standards that require using tax revenue to improve county services and Enterprise revenue to improve water/sewer services. Even though additional revenue may be needed in coming years, this year's partial adjustment will bring additional revenue toward that standard while minimizing the effect to customers.

To illustrate the importance of adjusting our tax rate, the attached document shows the effect to our county services if we do not adjust our tax rates to a more revenue neutral rate. Based on the financial information available for your review we are able to show how Camden County Commissioners and Employees continue to make wise financial decisions and important investments for the county and our citizens.

2015-2016

Current Value per Tax Rpt	Tax Revenue Per .01	2014 0.59	2015 0.68	Loss with No Tax Adjustment	Rev Neutral 0.6926	Savings to Citizens w/.68
\$961,124,336	\$96,112.43	5,670,634	6,535,645	\$865,012	6,656,747	\$121,102 (Prop Tax) 97,256 (Fire Tax)
Budgeted by statutory authority		96%	6,274,220			\$218,358

Budgeted shortfall 95,178 *
(General Fund Balance Appropriated)

*Allows for a .01 reduction of the revenue neutral tax rate saving citizens \$218,358

Budget Percentages

	Revenue Neutral Rate	2014 Tax Rate	Effect of no tax rate adjustment
	<u>0.68</u>	<u>0.59</u>	
Governing Body	0.80%	-\$6,920	*
County Administration	1.80%	-\$15,570	*
Elections	1.10%	-\$9,515	*
Finance	1.70%	-\$14,705	*
Personnel	0.60%	-\$5,190	*
Tax Department	3.40%	-\$29,410	Lose a staff member and reduce ability to collect past due taxes
Legals	0.40%	-\$3,460	*
Register of Deeds	1.70%	-\$14,705	Create backlog of Deeds
Planning Department	4.00%	-\$34,600	Cancel update to UDO
Public Works	4.50%	-\$38,926	Cancel Historic Jail repair and Parking lot repavement
Non-Departmental	1.70%	-\$14,705	Lose County Website & Video recordings of Commissioner meetings
Sheriff & SRO	14.20%	-\$122,832	Loss of two Sheriff Deputies and the School Resource Officer
Solid Waste	5.40%	-\$46,711	Close convenience sites to one site county-wide or open only 5 days per week
Cooperative Extension	0.80%	-\$6,920	Lose ability to hire County Ag Agent
Parks & Recreation	2.20%	-\$19,030	End Basketball and/or Volleyball program
Senior Center	1.00%	-\$8,650	Reduce staff from 2 to 1, ending senior activities & congregate meal program
Economic Development	1.30%	-\$11,245	* (adtl loss of \$8650 from public health causing loss of meal program)
Capital Outlay/Debt Service	8.80%	-\$76,121	Default on loans
Special Appropriations	39.40%	-\$340,815	Reduce School Funding resulting in loss of teaching positions

*result in loss of county employee

Total Positions Lost: 6 plus multiple teaching positions

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

Item Number: **3.C**

Presentations

Meeting Date: **June 15, 2015**
Attachments: **1 (5 Pages)**
Submitted By: **Michael Renshaw, County
Manager**

ITEM TITLE: **Water/Sewer Staffing**

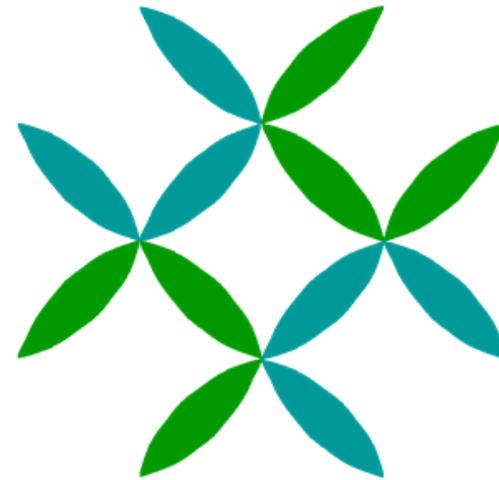
MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

The County Manager will present the attached PowerPoint and discuss the need for the requested new Water & Sewer Collection/Distribution staff position in the FY 2015-2016 annual budget.

RECOMMENDATION:

For information only.



Camden County
NEW ENERGY. NEW VISION.

Water & Sewer Staffing

June 15, 2015

Historical Staffing: Water/Sewer

Late 1990's	Installation of Water Lines (Water Purchased from EC)	2 Field Personnel Hired
2002	WTP Opens (County water supply)	2 WTP personnel Hired
2003	Water Consumption Increases	1 New WTP Personnel Hired
2006	Sewer need identified (began WWTP planning)	1 WWTP Supervisor Hired
2008	WWTP Completed	2 WWTP personnel Hired (1 Field staff identified-not hired)
2015	Water/Sewer Collection & Distribution Requested	1 new personnel included in proposed budget

Water/Sewer Work Order Demand

Year	Work Orders Processed	Locates (mark water/sewer lines)
2008	953	1129
2009	1003	910
2010	880	1053
2011	975	1107
2012	1393	988
2013	1245	1038
2014	1181	1032

Water/Sewer System Additions

- ❖ 97 new sewer connections added in South Mills Village in 2014 (150 total sewer customers)
- ❖ 482 new water customers added since 2003 (WTP online)...2,058 total water customers
- ❖ Addition of new retail/commercial water and sewer customers
- ❖ Need for more frequent fire hydrant inspections (257 hydrants in District)
- ❖ Planning underway for construction of new well site (meet increasing water demand)

17 Sewer Lift Stations in County

Hyman Robey Sewer Lift Station



Track 1 Sewer Lift Station



Water/Sewer System Overview

- ❖ 206 miles of water line (2015, Camden GIS)
- ❖ 21.5 miles of sewer main (2015, Camden GIS)
- ❖ 17 sewer lift stations (Courthouse and South Mills)
- ❖ 257 fire hydrants
 - ✓ All currently serviced/maintained by 2 field personnel
 - ✓ Repairs sometimes delayed due to staff illness and scheduled vacation

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

MOTION MADE BY:

S. Duckwall

G. Meiggs

M. McLain

C. Riggs

T. White

NO MOTION**VOTE:**

S. Duckwall

G. Meiggs

M. McLain

C. Riggs

T. White

Item Number: 3.A

OLD BUSINESS

Meeting Date: June 15, 2015
Attachments: 4 (4 pages)
Submitted By: Timothy White, Recreation Director

ITEM TITLE: Camden Youth Sports Programming

SUMMARY:

A report concerning the possible creation of a Camden Youth Soccer league run by the Camden Youth League to be played at the Camden Community Park during the Fall of the year.

Background

On May 29, 2015 the County Manager received email notification from the principal organizers of the Camden Youth Football & Cheerleading (see attached) indicating that the organizers no longer desired to run the program and requesting that the County assume operations of the program. The Parks & Recreation Director advised the County Manager that the Parks & Recreation Department lacked sufficient funding and other resources to operate this football program.

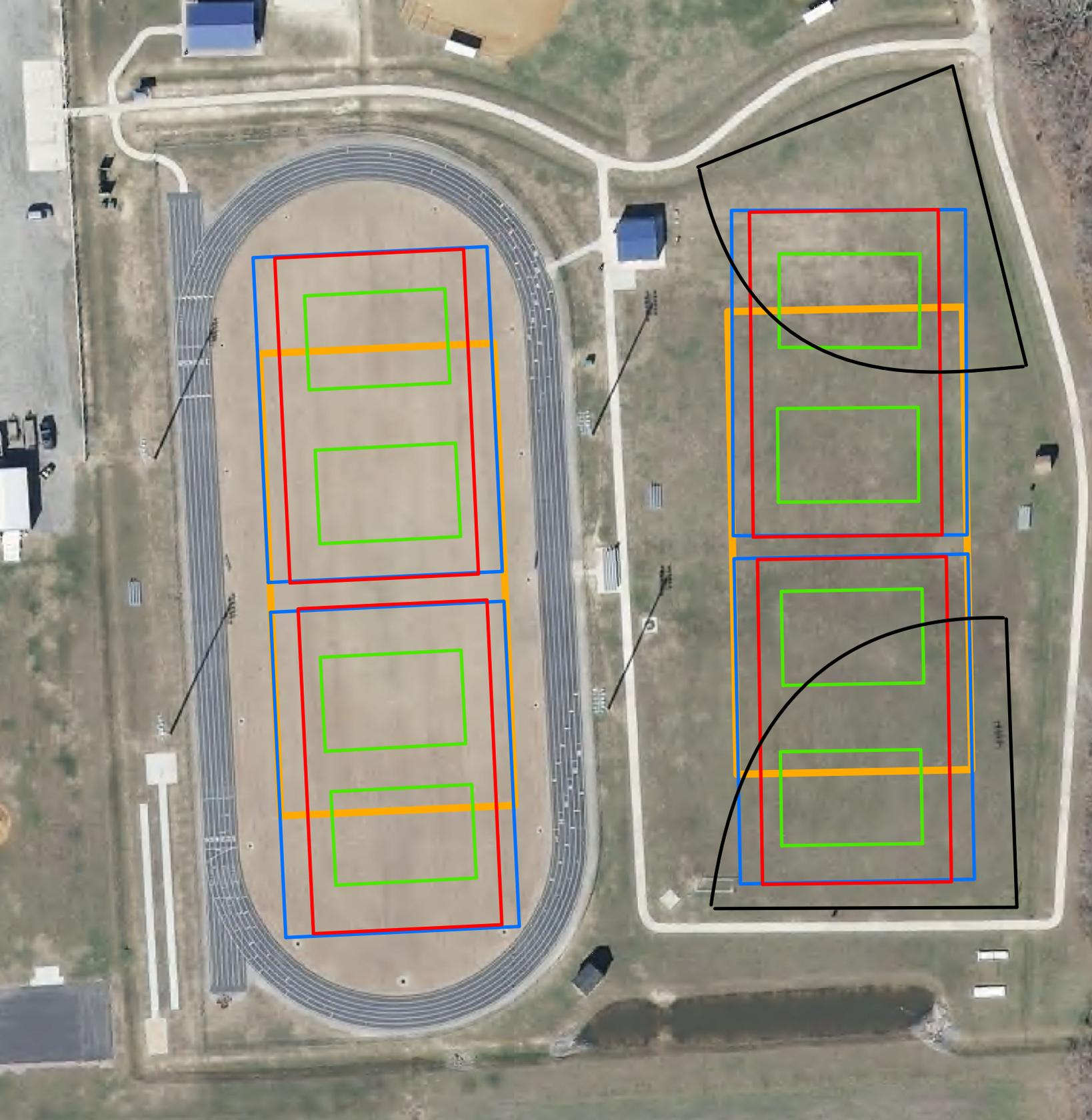
For several years, the County has had two youth football programs operated by the non-profits Camden Youth Football & Cheerleading and Shiloh Sharks. The Camden Youth Football & Cheerleading had principal use of playing/practice fields through the Facility Use Agreement between the County and Camden County Public Schools. Shiloh Sharks Football had been using privately controlled fields during this period.

Following receipt of the Camden Youth Football & Cheerleading letter indicating they no longer desired to operate their program, the Parks & Recreation Advisory Board met in regular meeting on June 4, 2015. Also at this meeting was a representative from the Camden Youth League (formerly Babe Ruth) to provide information concerning this group's desire to operate a youth soccer league in Camden during the Fall. Having a proper quorum and following a discussion, the Parks & Recreation Advisory Board voted to recommend to the Board of Commissioners that consideration be given to allow the Camden Youth league to run a youth soccer program in the Fall using existing field space (see attached diagram). This would create additional organized youth sport options in the County.

On June 5, 2015 the County Manager notified the organizers of Camden Youth Football & Cheerleading that the County was not interested in assuming the operation of their program at this time (see attached letter). On June 8, 2015 the County Manager received email notification from the organizers of Camden Youth Football & Cheerleading (see attached) that the group was now planning to look at "other options" in light of the County's decision.

RECOMMENDATION:

The Parks & Recreation Advisory Board has recommended allowing the Camden Youth League to operate a Fall youth soccer program using existing field space made available through the Facility Use Agreement between the County and Camden County Public Schools.



Soccer Fields

-  4-6 Year Olds 30 x 20 Yds
-  7-9 Year Olds 70 x 40 Yds
-  10-12 Year Olds 70 x 50 Yds

Football Fields

-  100 x 50 Yds

Baseball Fields

-  200 Ft. Fence

Camden Youth Football & Cheerleading

Camden, NC

05/27/2015

To Tim White,

Tim due to my very busy work schedule again this year and some other changes in our lives I feel the time has come to turn the Camden Youth Football & Cheerleading operation over to Camden County Parks and Recreation Department immediately. We just do not have the time at this point to give the full commitment needed to keep this an excellent organization for the youth in Camden County. As you know the majority of the teams in the Albemarle Youth Football League, which we are a member, are run by their respective Parks and Recreation Departments. Also you are aware we started this organization in the year 2002 as the first youth football organization in Camden County with the hope of one day having our own Parks and Recreation Department who could take over at some point and time. I know with the budget already submitted this year we are willing to help purchase some equipment which may be needed. But I do not anticipate that being a lot this year as we purchased some new equipment last year. Also we are still willing to help on Saturdays when you would host games which are typically 3 to 4 times a season and we are willing to help if needed for other things during the course of the season when available. I hope we can make this a quick and easy transition as we normally hold sign-ups the last week in June. This would give you and the Department time to advertise several weeks. Again thanks and we look forward to hearing from you. Please call with any questions.

Thanks again,

Ricky & Cindy McPherson

Darren & Melissa Cochran

BOARD OF COMMISSIONERS

P. MICHAEL McLAIN
Chairman

SANDRA J. DUCKWALL
Vice Chairman

GARRY W. MEIGGS
CLAYTON D. RIGGS
TOM WHITE



CAMDENCOUNTY
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MICHAEL RENSHAW
County Manager

ANGELA WOOTEN
Clerk to the Board

JOHN S. MORRISON
County Attorney

Camden Youth Football & Cheerleading

June 5, 2015

C/O: Mr. and Mrs. McPherson
Mr. and Mrs. Cochran

Delivery: Via Email

My office is in receipt of the email and letter from Camden Youth Football & Cheerleading dated May 27, 2015 (copy attached). It was with great regret that I read of your organization's intentions to no longer offer a youth football and cheerleading program in Camden County.

Your organization's request for the Camden County Parks & Recreation Department to assume responsibility for operating this program was discussed with the Board of Commissioners during its regular meeting on June 1st. The matter was again discussed during the June 4th Parks & Recreation Advisory Board meeting. The purpose of this letter is to advise your organization that at this time Camden County does not intend to assume the operations of the former Camden Youth Football & Cheerleading operations.

On behalf of the Camden County Board of Commissioners, I wish to thank you and the members of Camden Youth Football & Cheerleading for their dedication and commitment to providing organized youth sport opportunities for the children of Camden County and wish you well in your future endeavors.

Very sincerely,

A handwritten signature in blue ink that reads "Michael Renshaw". The signature is fluid and cursive.

Michael Renshaw

Camden County Manager

Cc: Camden Board of Commissioners
Tim White, Camden County Parks & Recreation Director

Mike Renshaw

From: Ricky Mcpherson (VirginiaPower - 6) <ricky.mcpherson@dom.com>
Sent: Monday, June 08, 2015 11:19 AM
To: 'Mike Renshaw'; 'twhite@camdencountync.gov'
Cc: 'darmel411@centurylink.net'
Subject: RE: Camden Youth Football

After discussing your response with Darren and Melissa Cochran we regret Camden County's decision on this matter, so we are looking at some other options to help continue the Camden Youth Football & Cheerleading organization. Our intent on this matter was to continue to volunteer our time when needed, but to turn over all the administrative work. We have a great program and have a great relationship with the other surrounding counties and do not want this program to end. I will be in contact with Tim White over the next several weeks to keep him informed on this matter and a solution.

Thanks,
 Ricky McPherson

From: Mike Renshaw [<mailto:mrenshaw@camdencountync.gov>]
Sent: Friday, June 05, 2015 4:30 PM
To: Ricky Mcpherson (VirginiaPower - 6)
Cc: darmel411@centurylink.net; 'Tim White'; Mike Mclain; Sandy Duckwall; Gary Meiggs; Clayton Riggs; 'Tom White'
Subject: RE: Camden Youth Football

Good Afternoon Mr. McPherson-

I wanted to provide a formal written response to Camden Youth Football's correspondence of May 29th. Please review the attached letter and distribute to those you deem appropriate. As indicated, the County is not interested in taking over Camden Youth Football & Cheerleading's operations at this time.

Kind regards,

Mike Renshaw
 County Manager
 Camden County
 Office: (252) 338-6363 ext 102
 Cell: (252) 339-4737
 Fax: (252) 331-7831
[Camden County](#)



Pursuant to North Carolina General Statutes Chapter 132, Public Records, this electronic mail message and any attachments hereto, as well as any electronic mail message(s) that may be sent in response to it may be considered public record and as such are subject to request and review by third parties.

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

Item Number: 4.A

PUBLIC HEARING

Meeting Date: June 15, 2015
Attachments: 1 (33 Pages)
**Submitted By: Michael Renshaw, County
 Manager**

**ITEM TITLE: Public Hearing – Capital Improvement
 Five Year Plan – 2016-2020**

SUMMARY:

Capital Improvement Plan was updated, adding new projects and removing completed projects at the work session on March 16, 2015

RECOMMENDATION:

Open to public for comments

After close of Hearing and if no comments at Public Hearing, entertain a motion to amend the agenda by adding New Business item - 6.F Capital Improvement Plan-2016-2020 for consideration by the Board.

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



CAMDENCOUNTY

new energy. new vision.

Capital Improvement Program 2016-2020

Public Hearing Date Set Monday, June 1, 2015
Public Hearing Monday, June 15, 2015, 7:00pm

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June 1, 2015

Camden County Board of Commissioners

Michael McLain, Chair

Sandy Duckwall, Vice Chair

Garry Meiggs

Clayton Riggs

Tom White

Re: Fiscal Year 2016-2020 Recommended Capital Improvement Program

Chairman McLain and Commissioners:

Due to the current slow economic recovery, local governments remain challenged with regards to identifying funding mechanisms for capital improvement projects. The provision of adequate public infrastructure should remain a top priority for the County. The County has made great strides in developing its capital planning over the past few years when you consider this is actually only the sixth year the Board of Commissioners have gone through a CIP process. With this annual routine in place, even though adequate funding may not be available for each listed capital project, there will be significant thought and consideration given to the facility needs by the elected officials and the County staff.

Again this year it is important for you to refer to the two resolutions adopted by the Board of Commissioners several years ago. The first set financial policy governing how the County deals with the issues of debt, fees & user charges, fund balances, competitive employment, and the ad valorem tax rate. This resolution put in place measures to insure the financial strength of the County government as well as protecting the taxpayer. The second resolution adopted the CIP and directed the staff to use it as the official policy of the County and directed the implementation of the first year of projects in the program. A major component of the resolution was the creation of the County Capital Reserve Fund, a mechanism with which to fund non-school county facilities.

There are many positive developments taking place now in the County and it is important to continue the momentum we have achieved through fiscally conservative budgeting and proper long range capital improvement planning for our future needs. Camden has been the beneficiary of nearly \$5 million in outside grant funding from the Golden Leaf Foundation, the Clean Water Management Trust Fund, the NC Rural Center, the NC Department of Commerce, and the NC DOT during the past six years. All of these grant funds have cost the County less than \$600,000 in matching requirements.

Following the installation of water and sewer improvements at the Camden Eco-Industrial Park in 2011-2012, construction of the main entrance boulevard and first phase interior roads of the Park began in October 2012 and was completed in December 2013. This phase of development in the Park was critical as the County continues to aggressively market the many economic opportunities and advantages to locating new business interests in Camden. On May 9, 2014 the County was joined by many federal and state dignitaries in celebrating the formal dedication and ribbon cutting of the Eco-Industrial Park. The success of the Eco-Industrial Park and 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.

A significant project included in the 2016-2020 C.I.P. is the construction of a new county administration complex on the acquired site across from the Historic Courthouse. Further study is needed on this project to specifically determine the space needs of various departments and to determine the most efficient architectural design of a future facility as well as the most effective funding mechanism. A formal space-needs assessment has been programmed in the FY 2015-2016 Annual Budget. 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 customers 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 would house youth and adult programming.

Also included are infrastructure projects such as the extension of wastewater service along the US HWY 158 planned business corridor to include the Belcross area. In FY 2015-2016 the county intends to advance this wastewater treatment capacity expansion through the identification and acquisition of a site for a future 80,000-120,000 gallon per day wastewater treatment plant located within the core area of Courthouse Township. To offset construction costs associated with this critical facility, the county has submitted a federal Economic Development Administration grant application requesting \$500,000 in federal funding. Another important infrastructure project being advanced in the 2016-2020 CIP is the completion of a new well site to increase fresh water production capacity. In 2013 the County acquired a 5 acre parcel on Seymour Drive in Courthouse Township for the purpose of constructing an additional well site in close proximity to the Water Treatment Plant. Hydrology testing was completed on the site in late 2013, and the county proceeded with obtaining engineering design and construction cost estimates for the well site in FY 2014/2015. A further infrastructure improvement, a needed enhancement of the existing Wastewater Treatment Plant in South Mills, has also been added to the CIP.

Other priority projects included in the CIP are the extension of the Dismal Swamp Trail to the state border to promote Eco Tourism, 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, is scheduled for completion in late June 2015.

While the Board of Commissioners moved forward seven years ago with the acquisition of property for a potential high school site, with the current state of the economy and declining numbers in the school population, it is not yet clear when this new facility will be needed.

State demographer's office data suggests that Camden's population growth rate will slow to 4% from 2015 through 2035 (10,329 in 2015 to 10,770 in 2035). 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. This Committee recommended funding be included in the FY 2015-2016 annual budget for a new high school space-needs assessment and architectural design of the campus to include construction cost estimates. The Committee felt this new study was needed due to the previous study having been performed in 2008. The new high school construction project is now included in the county's 2016-2020 CIP.

The future for Camden County is 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,



Michael R. Renshaw
County Manager

Introduction

The Capital Improvements Program (CIP) is a multi-year plan that proposes projects which improve the county's infrastructure and enhance community quality of life. The Camden County CIP is a five-year plan that consists of capital projects for various departments/agencies of the county government. These projects are major non-recurring expenditures for large items such as schools, parks & recreational facilities, administrative facilities, water & sewer improvements, and the Eco-Industrial Park. This plan is only the fifth year in which Camden County has endeavored to propose a CIP. This is mainly due to the fact that the county has only begun experiencing growth in recent years which has created the need for a much more defined and thorough capital planning process. This document will be used as a directive for staff in the coming year as well as future years. The CIP will be reviewed and adjusted accordingly on an annual basis depending on the changing needs and the strengthening financial condition of the county.

Planning Process

Planning for the Capital Improvements Program usually begins in January each year prior to the beginning of the county budget process. Department heads are requested to submit to the Manager a packet of information relating to items submitted that will cost in excess of \$300,000 in at least one year of the CIP planning period. The CIP does not include the acquisition of motor vehicles. These are included in the operational budgets of each department. The County Manager will review and study all items submitted by the department heads and will develop a recommended plan that will be forwarded to the Board of Commissioners. After a recommended plan has been developed by the Board, a public hearing is held to receive citizen input. Then the recommended plan is finalized by a resolution of the Board with the intent to include the first year projects in the annual budget.

Financial Policy

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

Debt service should be equal to or less than 15% of General Fund expenditures.

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

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

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

General Fund balances in excess of targeted levels may be transferred to the County's Special Capital Reserve Fund.

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

For the past six years Camden County has embarked on a very conservative fiscal policy working to ensure growth in the fund balance and a stronger financial position for the county government.

The total unreserved and undesignated general fund balance has grown from approximately \$2.7 million to approximately \$7.2 million at the end of FY14. The maintenance of a healthy fund balance must be continued if the County will be able to arrange financing for the large capital improvement projects that will be needed in the future years.

Project Evaluation

During FY11, project evaluation was done through interaction and discussion between the Manager and the Commissioners as well as input from the Department Heads. Once projects are put into the CIP, the entire plan is reviewed and studied annually by the Board of Commissioners to review the merits of each project.

Project Evaluation Criteria

Sections	Questions Considered When Evaluating Projects
Department Ranking	What is the departmental priority/ranking for project?
Legal Mandates/Safety	Does the project enable the County to fulfill a new or existing state of federal mandate? Does the project eliminate an immediate safety hazard for County citizens or employees?
Demonstrated Need/Timing	When does the project need to be completed? Is the project related to another priority project?
Impact on Operating & Maintenance Costs	Will the project save the County future operating costs? Will the project improve operating efficiency? Will maintenance cost be reduced if the project were undertaken? Will the project generate additional operating revenue or will it generate additional expense?
Impact on Quality of Life	Will the project improve the quality of life of the County's citizens?
Addresses a deficiency in provision of public services	Is the County unable to provide basic services if the project is not completed? Are current services in the project area inadequate? Does the project improve County services?
Linkage to Board of Commissioners' Vision Statement, other Long Range Plans, or Community Support	Does the project help to meet the priorities established by the Vision Statement/goals or other long-range plans? How will the project help further these priorities? Does the project have citizen or community support? Does the project service a special need of the community?

Funds/grants available from state, federal, and other sources	Besides County general fund revenues, what funding sources are available to fund this project? Can fees or revenues other than taxes be raised to cover this project's cost?
Extent of secondary benefits	Are there intangible benefits to completing the project? Are there benefits to the project that are not otherwise considered in the evaluation?
Comments	What comments do you have about the project that needs to be considered by the Board of Commissioners?

Revenue Sources & Debt Service

There are several funding sources that will be used in the CIP. The sources are dependent on the type of project and the financial impact on the taxpayers of the county:

1. General Fund Revenues - may be used to fund smaller pay as you go capital projects such as those that fall under \$300,000.
2. General Obligation (GO) Bonds - the county may issue general obligation bonds for larger projects such as schools. These bonds are legally binding and are a pledge of the county's full faith, credit and taxing power.
3. Installment Financing Agreements - in exchange for financing funds.
4. Certificates of Participation (COP) - basically a large installment financing agreement (banks are limited on how much they can lend). COPs are usually rated on step below a GO rating.
5. State and Federal Revenues - projects may be financed through low interest federal loans from USDA Rural Development such as the completed Camden Intermediate School Project. Additionally several projects have been financed by the use of state and federal grants such as the wastewater treatment and collection system.
6. Private Contributions - private contributions from developers or adjoining landowners that will become a part of a larger project the county is working on.

One of the most important factors of financing a major project is the county's ability to pay the debt service or the annual costs of the financing. There are some limited recurring revenues that are to be used for debt service purposes. Portions of the Article 40 and 42 sales taxes are restricted for the purpose of school-related debt service or school capital outlay. The county also receives funds from the state Public School Building Capital Fund (these funds are generated by the state corporate income taxes) that can be used for debt service, however the status of these funds is unsure due to the uncertainty of the NC Education Lottery proceeds and other economics.

Revenue Sources:

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

Revenue Sources & Debt Service

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

Funding Method for County Capital Reserve Fund

The land transfer tax is placed in a County Capital Reserve fund to fund the capital improvement plan and transfers from General Fund balance when it is in excess of targeted levels (Resolution No. 2007-0504).

It is projected that the Land Transfer tax will generate approximately \$300,000 in FY 2015-2016.

These funds will go towards approved capital projects and debt service. Currently \$.01 of the county-wide tax rate generates approximately \$96,112 in Ad Valorem taxes collected by Camden County.

School Capital Reserve Fund

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

South Camden Water & Sewer District

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

A reverse osmosis water treatment plant was constructed and became operational in 2002 along the Pasquotank River near the central area of the county. This facility was built with assistance of funding from the NC Rural Center.

County Fire Districts

There are two fire districts in the county, the South Mills Fire District and the Courthouse-Shiloh Fire District. Residents in both currently pay a total of .05 tax (.01 fire tax plus a .04 general fund contribution). These revenues fund the operation and capital needs of the fire departments. The county has contracts with both volunteer fire departments detailing how the fire commissions will oversee the operation of the fire departments which includes special approval of all expenditures of \$5,000 or more. The South Mills Fire Department has recently completed construction of a new fire station on donated property on Keeter Bam Road near South Mills. The South Camden Fire Department has a fire station that is located on Sawyers Creek Road near the Courthouse and their second station is located in the Shiloh Community along NC343 South. With the additional revenue generated from the county-wide revaluation of property, it is expected both departments will have adequate funds to provide for their operational needs and debt service for capital needs for the next five years.

Adoption of Unified County Government

In May of 2006 the voters of Camden County approved the adoption of Unified County Government. Effective July 1, 2006 the change was implemented granting Camden County both the powers of a county as well as those of municipal government (excluding the creation of a police department). Although this change in form of government has brought about no real visible change in appearance for the Camden County Government, the most important impact is that it restricts the creation of any other municipal governments within the county. Therefore, the county citizens will be assured of only one layer of local government and one layer of taxation. Ideally this form of government will

provide for additional efficiencies by eliminating the potential for duplication of services. A major benefit of the change in form of government is that it allows the County to receive a quarterly allocation of the Utility Franchise Taxes which are typically only received by municipalities. The County receives this revenue annually and estimates of \$400,000 in 2014 were surpassed by over \$200,000. As the County continues to grow and develop additional commercial tax base this allocation increases.

Capital Project Narratives:

The capital project narratives are organized in the following categories:

1. **Approved/funded** - approved and funded by vote of the Camden County Board of Commissioners;
2. **Recommended/unfunded** - recommended projects by the Camden County Manager but currently unfunded; and
3. **Other projects/unfunded** - projects that have been identified by management but currently not funded.

1. **Approved/funded:** *None Currently Identified*

2. **Recommended/unfunded:**

A. CONSTRUCTION OF ADDITIONAL WELL SITE (SEYMOUR DRIVE)

Well Site: Seymore Drive	Priority Level						
	1						
Department: Water Distribution							
<i>Scope/Description</i>							
Build Well at Seymore Drive property							
<i>Justification:</i>							
Forecasted residential and commercial growth will require additional sources of fresh water.							
<i>Funding</i>							
CRF & Seeking grant funds/matching (EDA, IDF)							
	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete
Cost	\$400,000						
Construction		400,000					
Funding							
Unidentified							

Project Description:

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

Recommended Solution: In FY 2014-2015 obtain engineering design plans and construction cost estimate. Construct additional operational well site at the Seymour Drive site.

The water plant has a current capacity of .72 MGD and an average use of .3 MGD. The State allows 80% use of capacity, which amounts to 576,000 GPD. Subtracting the average use of 300,000 GPD provides only 276,000 GPD for additional development use.

Alternatives: None

Stage of the Project: Planning and Engineering Design

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

Description of Land Needs: Land has been purchased. In FY13-14, the county purchased an additional well site in close proximity to existing water treatment plant.

Professional Design Work Detail: In FY 2014-2015 the engineering services of Diel and Phillips Engineering were retained to finalize site plan and provide a detailed construction cost.

Operating Impact: Additional utilities and equipment maintenance costs.

B. CORE AREA WASTEWATER TREATMENT PLANT

Camden Core WWTP		Priority Level 1					
Department: Waste Water							
<i>Scope/Description</i>							
Increase wastewater disposal capacity to prepare for increased flows from sanitary sewer expansions.							
<i>Justification</i>							
The increased wastewater flow as a result of increased residential and commercial development will require added wastewater disposal capacity.							
<i>Funding Source</i>							
CRF & Seeking grant funds/matching (EDA, IDF)							
	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete
Cost	\$2,046,000						
Construction		1,000,000	800,000				2017
Line Extension				246,000			
Funding	est						
Economic Development Grant		500,000	400,000	123,000			
County Contribution		500,000					
Installment Financing			400,000	123,000			

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

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

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

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

Stage of the Project: An engineering study is being completed in FY 2014-2015 which will provide data concerning the soil and hydrologic feasibility of siting an amphidrome wastewater treatment plant within the core area of Courthouse Township.

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

Description of Land Needs: Based upon preliminary engineering reports, the county will be required to purchase 8-10 acres of land deemed suitable for high-rate infiltration pond operation. Site identification and, if necessary land acquisition, will be completed in FY 2015-2016.

Professional Design Work Detail: No formal engineering design work has been completed. In FY 14-15 Hyman Robey Engineering was retained to prepare a Preliminary Engineering Report (PER) in conjunction with the county’s submittal of an Economic Development Administration construction grant.

Operating Impact: If the spray fields are expanded, there will be added maintenance costs to mow the fields and maintain the spray heads.

C. ADMINISTRATIVE COMPLEX

Administrative Complex	Priority Level 1						
Department: General Government							
<i>Scope/Description</i> Construction of an administrative complex in order to service the county residents in a safe and efficient manner.							
<i>Justification</i> Immediate overcrowding addressed with multiple facilities; need for bringing offices to central location to optimize customer service. Will facilitate drive-thru payments preference of citizens. Building will be ADA compliant for citizen access to services.							
<i>Funding Source</i> County Funds and Installment Financing							
	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete
Cost	\$3,160,000						
Space Needs, Engineering & Design		57,500					
Construction			1,500,000	2,000,000			2018
Funding	<i>projected</i>						
County Contribution		57,500	325,000				
Capital Reserve Fund			125,000				
Installment Financing			1,000,000	2,000,000			

Project Description: Construction of an administrative complex in order to service the county residents in a safe and efficient manner.

Project Definition and Justification

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

However, to optimize customer service and provide a “One Stop” approach to service delivery, the County should consider the construction of a centralized County complex. Multipurpose conference/training rooms are needed and can be used by all departments, county committees as well as by the community. This building will house the following departments: Manager's Office, Human Resources, Finance Office, Tax Administration, Water & Sewer Department, Planning & Community Development Department, Camden County Extension Center, Senior Center and the Board of Elections.

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

Recommended Solution: The construction of a building on the acreage already purchased across the road from the Courthouse Complex. Demolition of existing structure and repaving of entire lot would provide additional parking which is greatly needed when court is in session. The building where the Board of Elections is housed could be remodeled and be used for tourism development.

Alternatives: Continue business in current structure.

Stage of Project: County purchased 7.69 acres across the road from the Courthouse Complex. Funding for a formal space-needs assessment and construction cost estimate has been budgeted in FY 2015-2016.

Relation to Other Projects: N/A

Professional Design Work Detail: A complete facilities study is needed.

Operating Impact: The operating costs may be higher than the current facility although the existing building is very energy inefficient and cost savings might be realized due to efficiency improvements.

D. COUNTRY CLUB AREA – US 158 SEWER SERVICE EXPANSION

Country Club/158 Wastewater Ext	Priority Level						
	2						
Department: Waste Water							
Scope/Description							
Extension of the water and sewer lines to the County Club Area including a 200-300 acre potential mixed-use development as well as available parcels along US 158.							
Justification:							
Sanitary sewer infrastructure is needed to support economic development and commercial/retail growth.							
Funding							
CRF & Seeking grant funds/matching (EDA, IDF) & Developers/Cost Sharing							
	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete
Cost	\$1,171,000						
Engineering Study/Cost Estimate			60,000				
Bidding & Design				75,000			
Construction					1,036,000		
Funding	est						
County Contribution & Builder Share			60,000	75,000			
Capital Reserve Fund					1,036,000		

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

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

Recommended Solution: Extend existing sanitary sewer line. Estimated cost of \$1,171,000 to be funded by County contributions, grants and developers via cost sharing formula.

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

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

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

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

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

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

E. ENHANCEMENT OF EXISTING WASTEWATER TREATMENT PLANT

Enhance Waste Water Trtmt Plant	Priority Level						
	2						
Department: Waste Water							
Scope/Description							
Influent screen & significant equalization basin.							
Justification:							
Given the small size of this plant and the non-discharge disposal limitations, a significant equalization basin is necessary. Additionally, the plant would be best served with a new influent screen installed ahead of the flow equalization basin.							
Funding							
CRF & Seeking grant funds/matching (EDA, IDF)							
	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete
Cost	\$649,400						
Engineering Study/Cost Estimate					50,000		
Bidding, Design, Construction						600,000	
Funding	est						
County Contribution					50,000	600,000	

Project Description:

Define Problem: Specific needs at the existing WWTP first include an increased capacity for influent flow acceptance and flow pacing. Given the small size of this plant and the non-discharge disposal limitations, a significant equalization basin is necessary (approximately 25% of the ADF). The existing WWTP has the appropriate volume for flow equalization at the current rated capacity but utilizes an influent pump station which could become inadequate in the event of sustained peak flows where multiple pump stations are in operation simultaneously. Additionally, the plant would be best served with a new influent screen installed ahead of the flow equalization basin.

Recommended Solution: McGill Associates has examined the existing WWTP and recommends the addition of a new influent screen and a new equalization basin including aeration and new flow equalization transfer pumps.

Stage of the Project: McGill Associates has performed initial engineering review and has developed a construction cost estimate.

Relation to Other Projects: Improvements to the existing South Mills WWTP may be delayed pending the completion of the Core Area WWTP project (current treatment capacity will be adequate for service area).

Description of Land Needs: None

Professional Design Work Detail: No engineering design plan has been completed.

Operating Impact: N/A

3. Other projects/unfunded:

A. *CAMDEN BUSINESS PARK - WASTEWATER EXTENSION*

ESTIMATED COST: \$780,000

Priority Level: 1

Project Description: Extension of sanitary sewer lines to the Camden Business Park - this will include servicing the newly constructed State Employees Credit Union.

Define Problem: Sewer infrastructure is needed to support economic development and commercial growth in the Belcross/Camden Business Park corridor.

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

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

Stage of the Project: An estimate has been prepared by McGill Associates.

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

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

Professional Design Work Detail: None completed. Funding for engineering and design recommended in FY 16/17.

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

B. *DISMAL SWAMP CANAL PEDESTRIAN AND BICYCLE PATH COMPLETION*

ESTIMATED COST: \$1,300,000

Priority Level: 3

Project Description: Connect the existing trail route to the Virginia State line.

Project Definition and Justification

Define Problem: Improved safety is needed for pedestrians and bicyclists living in the residential areas along the trail route. This project provides safe alternative transportation between the Eco-Industrial Park, the NCDOT Visitor's Center, several residential subdivisions and the Dismal Swamp State Park. The project

would also serve to enhance eco-tourism within the County.

Recommended Solution: Connect the existing trail route to the Virginia State line. The total project's estimated cost is \$1,300,000 of which the County will pursue federal and state funds and/or grants.

Alternatives: None

Stage of Project: An estimate has been prepared by McGill Associates. McGill Associates has also completed 30% design work for the project. Initial stakeholder meeting was held in October 2011. A follow-up stakeholder meeting was held in May 2012, at which time the City of Chesapeake advised that funding for the design of the Virginia portion of the trail extension was not approved. The City intends to reapply in 2013.

Relation to Other Projects: This project has been coordinated with several planning and regional projects. These include the following: 1993 Camden County Land Use Plan, The Dismal Swamp Trail Special Trust Fund, and The Northeast North Carolina Regional Economic Development Partnership Thoroughfare plan for Camden County (NCDOT, November 1997).

Description of Land Needs: Proposed project will be located within the NCDOT right-of-way. No land acquisition will be required.

Professional Design Work Detail: Conceptual development, preliminary layout and environmental review have been completed by McGill Associates.

Operating Impact: It is anticipated that the completion of this trail will promote eco-tourism, safely accommodate bicyclists, pedestrians, joggers and birdwatchers. In addition, it will provide interpretive and educational elements for nature and history enthusiasts.

C. RECREATIONAL & COMMUNITY CENTER

ESTIMATED COST: To be Determined

Priority Level: 3

Project Description: Construction of a new recreational and community center to serve as the primary place for the recreational and social needs of the county residents.

Project Definition and Justification

Define Problem: There is currently no recreational nor community center for the county residents. This limits the ability of the County to attract businesses and families to its area.

Recommended Solution: The construction of a building to include the following: the County's Parks & Recreation Department, gymnasium, large multi-purpose

rooms, and an expanded Senior Center facility.

Alternatives: Continue to utilize the county's existing recreational space.

Stage of Project: Future planning.

Relation to Other Projects: N/A

Professional Design Work Detail: A complete facilities study is needed.

Operating Impact: To be Determined.

D. ONE MILL COMMUNITY PARK AND BOAT RAMP- SHILOH TOWNSHIP

Stage of Project: This project is scheduled for completion in late June 2015.

E. SOUTH MILLS COMMUNITY PARK

ESTIMATED COST: 175,000

Priority Level: 2

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

Project Definition and Justification

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

Recommended Solution: Purchase 10 to 20 acres for construction of a community park with both active and passive recreation areas including baseball/soccer fields, playground equipment, and picnic shelter. Limited funding may be generated from requiring fees in lieu of land dedications for new residential subdivisions.

Alternatives: N/A

Stage of Project: Site selection and land acquisition is scheduled for FY 2016-2017.

Relation to Other Projects: Allows expansion of recreation offerings.

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

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

F. SCHOOL CAPITAL IMPROVEMENTS-CAMDEN COUNTY HIGH SCHOOL

ESTIMATED COST: \$35,000,000-\$40,000,000

Priority Level: 2

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

Project Definition and Justification

Define Problem: As the County's population grows, demand for a larger high school facility will increase. While State demographer's data suggests that Camden's population will grow by only 4% over the next 20 years (10,329 in July 2015 to 10,770 in July 2035), the Adequate Public Facilities Ordinance approved in 2008 requires that both the County and Board of Education perform long-range planning in order to meet the demand of increased student enrollment.

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

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

Stage of Project: Approximately 60 acres of property was purchased by the county in 2008. In 2008 the Board of Education commissioned HBA Architects to draw a conceptual site plan and develop preliminary construction cost estimates.

Relation to Other Projects: N/A

Professional Design Work Detail: None completed at this time. HBA Architects have completed conceptual site plan and preliminary construction cost estimates were provided in 2008. Funding is appropriated in FY 15/16 for a new school design and cost estimate.

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

Resolution No. 2007-05-04

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

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

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

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

Debt-

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

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

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

Fees & User Charges -

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

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

Factors to consider in deciding whether a subsidy is appropriate include the burden on property tax payers, the degree to which the service benefits

a particular segment of the population, whether beneficiaries can pay the fee, and whether the service provides a broader benefit to the community.

Fund Balance -

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

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

Competitive Employment -

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

Tax Rate -

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

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

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

Adopted this _4th_ day of June, 2007.

Jeffrey Jennings, Chairman

Attest:

Ava Gurganus, Clerk to the Board

**County of Camden
2015-2016 Debt Debt Service**

Date Issued	Type	Loan Amt	Rate	Term	Purpose	Beginning	Yearly Payment	
						15-16		
Infrastructure						Loan Balance	Principle	Interest
South Camden Water/Sewer District								
1994	Refi Installment Laon	\$1,274,000	3.890%	40/2032	Installation of Water Lines	\$1,147,174.51	\$48,868.30	\$44,625.08
2001	Loan	\$406,790.50	2.19%	20/2022	Phase II Water Lines	\$284,753.35	\$40,679.05	\$6,236.10
2002	Loan R/O Plant	\$910,732.26	2.09%	19/2021	Reverse Osmosis Plant	\$607,154.53	\$101,192.47	\$12,689.54
2010	Loan-H-LRX-F-08-1278	\$653,680.00	0.00%	20/2032	Reverse Osmosis Upgrade	\$620,996.00	\$32,684.00	
	Infrastructure Total					\$2,660,078.39	\$223,423.82	\$63,550.72
Facilities								
2002	Lease/Purchase	\$264,000.00	4.50%	20/2026	Renovations of Courthouse	\$207,464.00	\$20,297.00	
2008	Noblitt Property	\$1,350,000.00	0.00%	10/2018	Facilities	\$450,000.00	\$150,000.00	
	Facilities Total					\$657,464.00	\$170,297.00	\$0.00
Health & Safety								
SM VFD								
2008	Refinancing	\$453,000.00	2.09%	12 Years	2000 Pierce/2007 Peterbilt	\$213,478.00	\$39,137.00	6,098.31
2010	BB&T	\$725,000.00	3.89%	20/2031	Keeter Barn Fire Station	\$580,000.00	\$36,250.00	22,562.00
Jail								
2006	Lease: Jail/Pasquotank	\$3,040,000.00	3.75&4.33%	13 yr/37yr	Tri County Jail	\$2,529,349.00	\$176,644.00	
	Health & Safety Total					\$3,322,827.00	\$252,031.00	\$28,660.31
Schools								
2013/2003A	BB & T	\$572,000.00	2.29%	18/2023	CCHS Vital Upgrade	\$417,202.86	\$52,150.00	\$9,553.95
2013/2003B	QZAB II	\$2,000,000.00	0%	12/2018	CCHS Vital Upgrade	\$764,326.00	\$112,334.00	
2006A	USDA	\$10,000,000.00	4.25%	40/2046	Intermediate School	\$9,542,654.54	\$520,000.00	
	Schools Total					\$10,724,183.40	684,484.00	9,553.95



**Capital Improvement Program
2016-2020**

Planning Appendix

HEALTH & SAFETY
(Sheriff, Fire & Rescue, Public Health/DSS Services)

INFRASTRUCTURE
(Water & Sewer)

FACILITIES
(Offices, Parks, Service Bldgs except Health & Safety)

SCHOOLS
(Kindergarten through 12th Grade)

Capital Improvement Program
2016-2020

HEALTH & SAFETY

(Sheriff, Fire & Rescue, Public Health/DSS Services)

DEBT PAYMENTS

Equipment Debt

Department: SM Volunteer Fire Department

Scope/Description

Provide VFD Fire Truck

Justification:

Equipment needed for SM station

Funding

Installment Financing

	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete
Cost							
Pumper Truck	453,000						2008
Funding							
Installment - BB&T		45,235	45,235	45,235	45,235	45,235	2020

Capital Debt

Department: SM Volunteer Fire Department

Scope/Description

Provide VFD Station in SM; 3 Bay Truck Station

Justification:

Keeter Barn Road Station

Funding

Installment Financing

	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete
Cost							
VFD-Station	725,000						2010
Funding							
Installment - BB&T		58,812	57,402	55,992	54,582	53,172	2023

Capital Debt

Department: Public Safety

Scope/Description

Provide Jail Facility - Albemarle District Jail

Justification:

County facility for detainees in partnership with Camden, Pasquotank and Perquimans.

Funding

Installment Financing-Lease

	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete
Cost							
Jail Facility Construction	3,040,000						
Funding							
Lease		176,644	174,225	171,806	169,387	166,968	2051

Capital Improvement Program
2016-2020

INFRASTRUCTURE
(Water, Sewer)

CAPITAL PROJECTS 2016-2020

Camden Core WWTP	Priority Level 1																																																								
Department: Waste Water																																																									
<i>Scope/Description</i>																																																									
Increase wastewater disposal capacity to prepare for increased flows from sanitary sewer expansions.																																																									
<i>Justification</i>																																																									
The increased wastewater flow as a result of increased residential and commercial development will require added wastewater disposal capacity.																																																									
<i>Funding Source</i>																																																									
CRF & Seeking grant funds/matching (EDA, IDF)																																																									
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Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete																																																			
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County Contribution		500,000																																																							
Installment Financing			400,000	123,000																																																					

Country Club/158 Wastewater Ext	Priority Level 2																																																								
Department: Waste Water																																																									
<i>Scope/Description</i>																																																									
Extension of the water and sewer lines to the Country Club Area including a 200-300 acre potential mixed-use development as well as available parcels along US 158.																																																									
<i>Justification:</i>																																																									
Sanitary sewer infrastructure is needed to support economic development and commercial/retail growth.																																																									
<i>Funding</i>																																																									
CRF & Seeking grant funds/matching (EDA, IDF) & Developers/Cost Sharing																																																									
	<table border="1"> <thead> <tr> <th>Capital Cost</th> <th>FY 16</th> <th>FY 17</th> <th>FY 18</th> <th>FY 19</th> <th>FY 20</th> <th>Year Complete</th> </tr> </thead> <tbody> <tr> <td>Cost</td> <td colspan="6" style="text-align: center;">\$1,171,000</td> </tr> <tr> <td>Engineering Study/Cost Estimate</td> <td></td> <td>60,000</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Bidding & Design</td> <td></td> <td></td> <td>75,000</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Construction</td> <td></td> <td></td> <td></td> <td>1,036,000</td> <td></td> <td></td> </tr> <tr> <td>Funding</td> <td colspan="6" style="text-align: center;">est</td> </tr> <tr> <td>County Contribution & Builder Share</td> <td></td> <td>60,000</td> <td>75,000</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Capital Reserve Fund</td> <td></td> <td></td> <td></td> <td>1,036,000</td> <td></td> <td></td> </tr> </tbody> </table>	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete	Cost	\$1,171,000						Engineering Study/Cost Estimate		60,000					Bidding & Design			75,000				Construction				1,036,000			Funding	est						County Contribution & Builder Share		60,000	75,000				Capital Reserve Fund				1,036,000		
Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete																																																			
Cost	\$1,171,000																																																								
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Construction				1,036,000																																																					
Funding	est																																																								
County Contribution & Builder Share		60,000	75,000																																																						
Capital Reserve Fund				1,036,000																																																					

Business Park Extension	Priority Level 1																																			
Department: Waste Water																																				
<i>Scope/Description</i>																																				
Extension of sanitary sewer lines to the Camden Business Park - this will include servicing the newly constructed State Employees Credit Union																																				
<i>Justification:</i>																																				
Infrastructure is needed to support economic development and commercial growth.																																				
<i>Funding</i>																																				
CRF & Seeking grant funds/matching (EDA, IDF)																																				
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Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete																														
Cost	\$780,000																																			
Waste Water Extension	50,000	75,000	655,000			2019																														
Funding	est																																			
Capital Reserve Fund	50,000	75,000	655,000																																	

Capital Improvement Program
2016-2020

INFRASTRUCTURE
(Water, Sewer)

Enhance Waste Water Trtmt Plant	Priority Level 2						
Department: Waste Water							
<i>Scope/Description</i>							
Influent screen & significant equalization basin.							
<i>Justification:</i>							
Given the small size of this plant and the non-discharge disposal limitations, a significant equalization basin is necessary. Additionally, the plant would be best served with a new influent screen installed ahead of the flow equalization basin.							
<i>Funding</i>							
CRF & Seeking grant funds/matching (EDA, IDF)							
	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete
Cost	\$649,400						
Engineering Study/Cost Estimate				50,000			
Bidding, Design, Construction						600,000	
Funding	<i>est</i>						
County Contribution				50,000		600,000	

Well Site: Seymore Drive	Priority Level 1						
Department: Water Distribution							
<i>Scope/Description</i>							
Build Well at Seymore Drive property							
<i>Justification:</i>							
Forecasted residential and commercial growth will require additional sources of fresh water.							
<i>Funding</i>							
CRF & Seeking grant funds/matching (EDA, IDF)							
	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete
Cost	\$400,000						
Construction		400,000					
Funding							
Unidentified							

	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	
2016-2020 Capital Projects	4,646,400	1,050,000	935,000	730,000	1,086,000	-	

Capital Improvement Program
2016-2020

INFRASTRUCTURE

(Water, Sewer)

LONG RANGE PLANNING

R/O Treatment Train	Priority Level							
Department: Water Distribution								
<i>Scope/Description</i>								
R/O Treatment Train								
<i>Justification:</i>								
<i>Funding</i>								
Pending								
		Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete
Cost		\$5,400,000						
R/O Treatment Train								2032
<i>Funding</i>								
Unidentified								

Identified Septic Failures	Priority Level							
Department: Waste Water								
<i>Scope/Description</i>								
Residential Septic Service								
<i>Justification:</i>								
Identified in Long Range Plan as identified septic failures								
<i>Funding</i>								
Pending								
		Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Expected Need
Cost		\$4,200,000						
Sanders Crossing (81 Lots)		1,400,000						2010
Wharfs Landing (117 Lots)		1,800,000						2010
Maranatha Island (71 Lots)		1,000,000						2010
<i>Funding</i>								
Unidentified								

DEBT PAYMENTS

Enterprise Debt								
Department: Water Distribution								
<i>Scope/Description</i>								
Debt Payments on Water Lines & RO Plant upgrades & installation								
<i>Funding</i>								
Installments								
		Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete
R/O Plant (ReFi)		910,732	113,882	111,767	109,652	107,537	105,422	2021
Phase I-Water Lines (ReFi)		1,274,000	93,494	93,494	93,494	93,494	93,494	2032
Phase II-Water Lines (ReFi)		406,791	46,915	46,024	45,133	44,243	43,352	2022
R/O Upgrade (2010)		653,680	32,684	32,684	32,684	32,684	32,684	2032
			286,975	283,969	280,963	277,958	274,952	

Capital Improvement Program
2016-2020

FACILITIES

(Offices, Parks, Service Bldgs except Health & Safety)

CAPITAL PROJECTS 2016-2020

Administrative Complex

Priority Level
1

Department: General Government

Scope/Description

Construction of an administrative complex in order to service the county residents in a safe and efficient manner.

Justification

Immediate overcrowding addressed with multiple facilities; need for bringing offices to central location to optimize customer service. Will facilitate drive-thru payments preference of citizens. Building will be ADA compliant for citizen access to services.

Funding Source

County Funds and Installment Financing

	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete
Cost	\$3,160,000						
Space Needs, Engineering & Design		57,500					
Construction			1,500,000	2,000,000			2018
Funding <i>projected</i>							
County Contribution		57,500	325,000				
Capital Reserve Fund			125,000				
Installment Financing			1,000,000	2,000,000			

South Mills Community Park

Priority Level
2

Department: Parks & Recreation

Scope/Description

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

Justification

Increasing demand for recreation space and activities. Parks are an integral element of strong communities and promote healthy living activities. Currently no county park facilities in South Mills Township. Distance is an obstacle to recreational activity.

Funding Source

County Funding

	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete
Cost	\$175,000						
Land Purchase/Design			150,000				
Construction				25,000			
Funding <i>projected</i>							
Capital Reserve Fund			150,000				
County Contribution				25,000			

DSC Bike & Ped Completion

Priority Level
3

Department: Parks & Recreation

Scope/Description

Connect the existing trail route to the Virginia State line.

Justification

Improved safety is needed for pedestrians and bicyclists living in the residential areas along the trail route. Provides alternative transportation. The project would also serve to enhance eco-tourism within the County.

Funding Source

Possible State Funding

	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete
Cost	\$1,300,000						
Complete Trail Engineering & Design							
Construction					50,000	1,250,000	2020
Funding <i>projected</i>							
State Grant					50,000	1,250,000	

Capital Improvement Program
2016-2020

FACILITIES
(Offices, Parks, Service Bldgs except Health & Safety)

Recreational & Community Center	Priority Level 3																					
Department: Parks & Recreation																						
<i>Scope/Description</i>																						
<i>Justification</i>																						
<i>Funding Source</i>																						
County Funds and Installment Financing																						
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Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete																
TBD																						
Space Needs, Desgin					50,000																	
Cost																						
<i>Funding</i>																						
<i>Unidentified</i>																						

One Mill Park	Priority Level Recently Completed														
Department: Parks & Recreation															
<i>Scope/Description</i>															
<i>Justification</i>															
<i>Funding Source</i>															
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Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete									
\$665,000						2015									
Cost															
<i>Funding</i>															
CAMA/PARTF															
Donation															
County Funding															

	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20
2016-2020 Capital Projects	\$4,635,000	\$57,500	\$1,650,000	\$2,025,000	\$50,000	\$1,300,000

Capital Improvement Program
2016-2020

FACILITIES
(Offices, Parks, Service Bldgs except Health & Safety)

DEBT PAYMENTS

General Government Debt

Department: General Government

Scope/Description

Debt Payments on County Capital Expenditures

Funding

Installments

	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete
Courthouse	264,000	20,297	20,297	20,297	20,297	20,297	2020
Morrisette Property	600,000						2015
Noblitt Property	1,350,000	150,000	150,000				2017
		170,297	170,297	20,297	20,297	20,297	

Capital Improvement Program
2016-2020

SCHOOLS
(Kindergarten through 12th Grade)

LONG RANGE PLANNING

High School Construction	Priority Level						
Department: School Capital							
<i>Scope/Description</i>							
<i>Justification:</i>							
<i>Funding</i>							
<i>Pending</i>							
	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete
Cost	\$21,000,000						
Planning & Site Clearing		170,000					
Construction							2032
Funding							
County Contribution							

School Building Improvements	Priority Level						
Department: School Capital							
<i>Scope/Description</i>							
<i>Justification:</i>							
<i>Funding</i>							
<i>Pending</i>							
	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete
Cost	\$22,020,274						
Capital Improvements							2032
Funding							
Unidentified							

	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20
Long Range Capital Projects	\$43,020,274	\$170,000	\$0	\$0	\$0	\$0

Capital Improvement Program
2016-2020

SCHOOLS
(Kindergarten through 12th Grade)

DEBT PAYMENTS

School Capital

Department: Schools							
<i>Scope/Description</i>							
Debt Payments on School Capital Expenditures							
<i>Funding</i>							
Installments							
	Capital Cost	FY 16	FY 17	FY 18	FY 19	FY 20	Year Complete
QZABII 0%	2,000,000	112,334	112,334	112,334			2018
Loan 2.29%	572,000	61,704	60,510	59,316	58,122	56,927	2023
Int.Sch. USDA 4.25%	10,000,000	520,000	520,000	520,000	520,000	520,000	2046
		694,038	692,844	691,650	578,122	576,927	

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

Item Number: 5.A

NEW BUSINESS

Meeting Date: June 15th, 2015

Attachments: 2 (7 Page)

Submitted By: Lisa Anderson, Tax Administrator

**ITEM TITLE: Monthly Tax Report
April 2015**

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

SUMMARY:

Monthly Tax Report for April 2015

RECOMMENDATION:

Review & Approve

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

OUTSTANDING TAX DELINQUENCIES BY YEAR

<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2014	283,912.14	10,429.57
2013	95,955.05	8,744.82
2012	36,494.29	11,019.74
2011	20,848.32	8,157.63
2010	20,670.05	6,405.84
2009	7,371.42	6,069.27
2008	6,133.35	6,354.62
2007	6,133.10	9,814.64
2006	2,119.03	14,493.82
2005	1,690.71	26,514.92

TOTAL REAL PROPERTY TAX UNCOLLECTED	481,327.46
TOTAL PERSONAL PROPERTY UNCOLLECTED	108,004.87
TEN YEAR PERCENTAGE COLLECTION RATE	99.13%
COLLECTION FOR 2015 vs. 2014	71,608.48 vs. 59,473.57

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2014	95.66%
2013	98.51%
2012	99.34%

THIRTY LARGEST UNPAID ACCOUNTS

SEE ATTACHMENT "A"

THIRTY OLDEST UNPAID ACCOUNTS

SEE ATTACHMENT "B"

EFFORTS AT COLLECTION IN THE LAST 30 DAYS**ENDING April 2015
BY TAX ADMINISTRATOR**

86 NUMBER DELINQUENCY NOTICES SENT

83 FOLLOWUP REQUESTS FOR PAYMENT SENT

7 NUMBER OF WAGE GARNISHMENTS ISSUED

8 NUMBER OF BANK GARNISHMENTS ISSUED

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

0 NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)

21 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

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-7080-00-17-0129.0000	20,411.11	1	CAMDEN SQUARE ASSOCIATES	SOUTH MILLS	
R	03-8971-00-12-0477.0000	18,320.11	1	GILBERT WAYNE OVERTON &	SHILOH	187 THOMAS POINT RD
R	01-7979-00-61-7358.0000	13,979.14	1	POTOMAC TIMBER INVESTMENTS #17	SOUTH MILLS	HORSESHOE RD
R	01-7989-00-01-1714.0000	9,660.86	1	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8923-00-19-3774.0000	9,070.52	1	HALSTEAD VENTURE PARTNERS, LLC	CAMDEN	431 158 US W
R	02-8944-00-31-2148.0000	7,239.15	1	CARL HARRINGTON	CAMDEN	150 SAND HILLS RD
R	03-8899-00-45-2682.0000	7,095.06	1	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7998-01-08-8621.0000	6,199.91	2	WILLIE L. TURNER ETAL	SOUTH MILLS	1289 343 HWY N
R	03-8961-00-58-4506.0000	5,953.06	1	WARREN DEAN RIGGS	SHILOH	110 DRIFTWOOD DR
R	03-8972-00-51-8423.0000	5,904.26	1	BRITTON OVERTON	SHILOH	103 WESLEY RD
R	02-8945-00-54-1099.0000	5,705.20	1	GERTIE LEE & JONOLA T ROUNTREE	CAMDEN	263 BELCROSS RD
R	02-8944-00-87-4715.0000	5,430.92	1	MARK M. BRIGMAN SR & LISA L.	CAMDEN	175 MCKIMMEY RD
R	03-8943-04-74-3506.0000	5,428.11	1	ELLIOTT & DONNA JACOBS	SHILOH	117 SUNSET AVE
R	03-8953-04-81-9832.0000	5,259.29	3	MAIDIA S. CECIL HEIRS	SHILOH	113 TROTMAN RD
R	01-8000-00-36-9596.0000	5,160.52	1	EULA B. JOYNER	SOUTH MILLS	TROTTERS WAY
R	02-8945-00-41-2060.0000	4,405.88	1	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHELL RD
R	03-8990-00-08-7291.0000	4,066.47	1	JAMES E RHODES	SHILOH	111 CATALAN DR
R	03-8943-04-83-8536.0000	3,973.23	1	JONES FAMILY CHILDRENS TRUST	SHILOH	125 CAMDEN AVE
R	03-8952-01-39-5259.0000	3,904.85	1	CHARLES RAY SAWYER	SHILOH	156 WALSTON LN
R	03-8889-00-48-0580.0000	3,863.73	1	HECTOR C. PALALAY & MILAGROS O	SHILOH	113 SAILBOAT RD
R	02-8955-00-26-8802.0000	3,622.40	1	KIMBERLY S MUTTA	CAMDEN	290 NORTH RIVER RD
R	03-8952-01-49-1090.0000	3,621.40	1	DRACHMA,INC & SIMSON BAAI,LLC	SHILOH	343 HWY S
R	02-8936-00-21-4428.0000	3,559.30	2	CAROLYN MCDANIEL	CAMDEN	SCOTLAND RD
R	01-7080-00-62-1977.0000	3,495.60	8	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-8965-00-44-7928.0000	3,295.87	1	WHALON & KATHLEEN MCCULLEN	SHILOH	404 SANDY HOOK RD
R	02-8935-04-63-0820.0000	3,285.36	1	BELCROSS PROPERTIES, LLC	CAMDEN	197 158 US E
R	03-8973-00-22-3033.0000	3,154.71	1	RICKY'S WELDING, INC.	SHILOH	RICKS WAY
R	01-7998-01-08-6797.0000	3,131.98	4	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	03-8971-00-23-2253.0000	3,016.38	1	ABODE OF CAMDEN, INC.	SHILOH	187 C THOMAS POINT RD
R	03-8964-00-40-9957.0000	3,000.55	1	LASALLE SEARS HEIRS	SHILOH	291 BARTLETT RD

05/04/15 12:31:30

Delinquencies Top-30 Unpaid

Attachment "A"
 Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	03-8899-00-45-2682.0000	10	7,095.06	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7998-01-08-8621.0000	10	6,199.91	WILLIE L. TURNER ETAL	SOUTH MILLS	1289 343 NC N
R	03-8943-04-93-8214.0000	10	2,287.69	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7999-00-32-3510.0000	10	1,928.53	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	03-8952-00-95-8737.0000	10	1,908.86	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7090-00-60-5052.0000	10	962.62	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8955-00-13-7846.0000	10	659.94	MARIE MERCER	CAMDEN	IVY NECK RD
R	02-8936-00-24-7426.0000	10	633.65	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	03-9809-00-45-1097.0000	10	260.40	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	01-7090-00-95-5262.0000	10	255.08	JOHN F. SAWYER HEIRS	SOUTH MILL	OLD SWAMP RD
R	03-8980-00-61-1968.0000	10	218.26	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	03-9809-00-17-2462.0000	10	141.61	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	02-8945-00-41-2060.0000	9	4,405.88	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHHELL RD
R	01-7999-00-12-8596.0000	9	1,623.08	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1954.0000	9	1,129.11	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	03-8899-00-37-0046.0000	9	162.23	ELIZABETH LONG	SHILOH	HIBISCUS
R	01-7989-00-01-1714.0000	8	9,660.86	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	01-7080-00-62-1977.0000	8	3,495.60	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	02-8934-04-71-8470.0000	8	2,700.25	JAMES MILTON JONES ETAL	CAMDEN	267 COUNTRY CLUB RD
R	01-7988-00-91-0179.0001	8	1,918.10	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	02-8935-01-19-4055.0000	8	1,219.71	ANDERSON CARTWRIGHT SR.	CAMDEN	271 SLEEPY HOLLOW RD
R	01-7988-00-14-1370.0000	8	847.10	ISAAC COSTON	SOUTH MILLS	NORTH SIDE RD
R	02-8935-03-40-3652.1000	8	782.56	HOWARD DAVENPORT	CAMDEN	117 GUMBERRY RD
R	03-8962-00-50-0273.0000	8	764.31	DAISEY WILLIAMS BURNHAM	SHILOH	RAYMONS CREEK RD
R	01-7998-00-57-2800.1000	8	427.45	TINA RENEE LEARY	SOUTH MILLS	111 LINTON RD
R	01-7989-04-60-1568.0000	7	965.01	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	03-8971-00-12-0477.0000	6	18,320.11	GILBERT WAYNE OVERTON &	SHILOH	187 THOMAS POINT RD
R	02-8945-00-54-1099.0000	6	5,705.20	GERTIE LEE & JONOLA T	CAMDEN	263 BELCROSS RD
R	03-8953-04-81-9832.0000	6	5,259.29	MAIDIA S. CECIL HEIRS	SHILOH	113 TROTMAN RD
R	03-8990-00-08-7291.0000	6	4,066.47	JAMES E RHODES	SHILOH	111 CATALAN DR

05/04/15 12:31:31

Delinquencies Top-30 Oldest

Attachment "B"
Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0000640	2,525.31	1	AMERICAN TOWER CORP	CAMDEN	158 HWY
P	0001709	1,531.32	6	JOHN MATTHEW CARTE	CAMDEN	
P	0002482	1,349.80	1	MASTEC NORTH AMERICA	CAMDEN	
P	0001046	1,110.60	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	1,092.13	4	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001538	798.61	7	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0002342	789.69	1	ASSOCIATED TAX APPRAISERS		
P	0001072	778.93	10	PAM BUNDY	SHILOH	105 AARON DR
P	0001883	655.29	4	DUNG LE TRAN	SHILOH	255 SAILBOAT ROAD
P	0001739	655.07	4	COAST TO COAST POWDER COATING	CAMDEN	330 158 HWY E
P	0001827	652.02	1	KAREN BUNDY	CAMDEN	431 158 US W
P	0001695	547.68	3	GARY STEWART ELKINS	CAMDEN	150 158 HWY W
P	0000659	479.52	1	RICKY'S WELDING, INC.	SHILOH	864 SANDY HOOK RD
P	0000352	443.65	9	ROBERT F. NERNEY	ELIZABETH CITY	107 SMALL DRIVE
P	0001230	411.11	3	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001116	409.86	4	AL JORDAN	CAMDEN	390 158 HWY W
P	0000846	405.20	3	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0001905	340.08	4	AAR CORPORATION ETAL	SOUTH MILLS	211 FLYING TIGER RD
P	0000248	326.53	10	ROBERT H. OWENS	CAMDEN	363 # 15
P	0001227	322.05	9	THUAN NGOC TRAN	SHILOH	257 SAILBOAT RD
P	0000956	314.49	10	HUNG PHI LE	SHILOH	103 EDGEWATER DR
P	0000010	278.61	8	SPRINT NEXTEL CORPORATION	OVERLAND PARK	
P	0000295	273.70	2	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000256	270.00	8	JAMES E. NASH	SOUTH MILLS	1097 343 HWY N
P	0001703	270.00	1	VAN ZANDER	MOYOCK	812 TULLS CREEK RD
P	0001672	268.26	5	DAVE SILVA	CAMDEN	390 158 HWY
P	0001693	261.90	6	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0002194	251.03	1	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001250	247.91	5	MICHELE LEE TAYLOR	SOUTH MILLS	108 BINGHAM RD
P	0001010	243.13	2	RAYBURN BURGESS	SHILOH	116 EDGEWATER DR

05/04/15 12:31:55

Delinquencies Top-30 Unpaid

Attachment "A"
Personal

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001046	10	1,110.60	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	10	1,092.13	LESLIE ETHERIDGE JR	CAMDEN	
P	0001072	10	778.93	PAM BUNDY	SHILOH	105 AARON DR
P	0000248	10	326.53	ROBERT H. OWENS	CAMDEN	363 # 15
P	0000956	10	314.49	HUNG PHI LE	SHILOH	103 EDGEWATER DR
P	0001220	10	219.05	KIMBERLY DIANE JOHNSON	SOUTH MILLS	172 KEETER BARN RD
P	0000837	10	139.42	DUC MINH LE		
P	0000316	10	122.12	JAMES P. JONES	CAMDEN	142 SANDHILLS RD
P	0000352	9	443.65	ROBERT F. NERNEY	ELIZABETH CITY	107 SMALL DRIVE
P	0001227	9	322.05	THUAN NGOC TRAN	SHILOH	257 SAILBOAT RD
P	0001106	9	239.24	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0000010	8	278.61	SPRINT NEXTEL CORPORATION	OVERLAND PARK	
P	0000256	8	270.00	JAMES E. NASH	SOUTH MILLS	1097 343 HWY N
P	0001538	7	798.61	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001545	7	160.66	LOUIS RUGGERI	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001540	7	120.95	DAVID LUKE	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001709	6	1,531.32	JOHN MATTHEW CARTE	CAMDEN	158 HWY
P	0001672	6	268.26	DAVE SILVA	CAMDEN	158 HWY
P	0001693	6	261.90	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001673	6	177.05	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0001827	5	652.02	KAREN BUNDY	CAMDEN	431 158 US W
P	0001250	5	247.91	MICHELE LEE TAYLOR	SOUTH MILLS	108 BINGHAM RD
P	0001910	5	155.91	JEFFREY GEGAN	CAMDEN	379 COUNTRY CLUB RD
P	0001883	4	655.29	DUNG LE TRAN	SHILOH	255 SAILBOAT ROAD
P	0001739	4	655.07	COAST TO COAST POWDER COATING	CAMDEN	330 158 HWY E
P	0001116	4	409.86	AL JORDAN	CAMDEN	390 158 HWY W
P	0001905	4	340.08	AAR CORPORATION ETAL	SOUTH MILLS	211 FLYING TIGER RD
P	0000421	4	227.73	CLARENCE MUNDEN	CAMDEN	
P	0002081	4	217.24	ROBERT VERNON BRAY	CAMDEN	120 LAUREN LANE
P	0000891	4	165.68	LAC VAN TU	SHILOH	105 EDGEWATER DR

05/04/15 12:31:56

Delinquencies Top-30 Oldest

*Attachment "B"
Personal*

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

Item Number: 6.C

NEW BUSINESS

Meeting Date: June 15, 2015
Attachments: 1 (12 Pages)
Submitted By: Administration

ITEM TITLE: Budget Ordinance No. 2015-06-02

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

SUMMARY:

Budget for FY2015-2016 for Camden County.

The Public Hearing was held on June 8th, 2015

RECOMMENDATION:

Motion to approve Ordinance No. 2015-06-02 - FY2015-2016 Budget

Ordinance No. 2015-06-02
AN ORDINANCE OF
THE BOARD OF COUNTY COMMISSIONERS OF
CAMDEN COUNTY, NORTH CAROLINA,
RELATING TO THE FY 2015 – 2016 BUDGET

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

ARTICLE I. BUDGET ORDINANCE

This Ordinance hereby incorporates, in its entirety, this Budget for the County of Camden for FY 2015-2016, adopted by the Board of Commissioners on June 15, 2015. Said Ordinance may hereafter be referred to as the “Budget Ordinance”.

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, 2015 and ending June 30, 2016 in accordance with the Budget Ordinance and the chart of accounts heretofore established for this county.

Governing Body.....	\$ 95,614
County Administration.....	214,667
Elections.....	133,494
Finance.....	201,862
Personnel.....	71,883
Tax Supervisor	404,850
Register of Deeds	202,714
Community Development/Planning.....	355,678
Inspections	125,300
Economic Development Commission.....	159,953
Building & Grounds.....	418,849
Sheriff	1,615,183
School Resource Officer (SRO).....	65,405
Court Facilities.....	29,934
Jury Commission	118
Public Works Administration	114,107
Fleet Vehicles.....	10,000
Traffic	3,560
Solid Waste	646,413
Public Health.....	128,331
Extension.....	101,540
Legals.....	50,000
Parks & Recreation	261,180
DDJP (JCPC)	67,631
Senior Center	121,017
Non-Departmental.....	198,643
Museum.....	5,900

Soil/Water Conservation	62,263
Capital Outlay/Debt Service	1,050,321
Youth Council	1,300
County Public Library	198,861
Special Appropriations:	
Albemarle Commission	6,613
Alb. Dist. Jail Operations	405,920
College of the Albemarle	40,000
Conservation/Forestry	55,422
Central Communications	251,213
Emergency Management	13,798
RC&D	750
Schools – Current Expense	2,072,942
Schools – Contribution to Capital Reserve	323,783
MLK Funding	300
Hopeline	2,000
Food Pantry/Bank	2,000
Social Services	325,000
EMS	485,000
CH&S Fire Commission Four Cents	243,453
CH&S Fire Truck Loan	219,500
South Mills Fire Commission Four Cents	145,570
4-H Insurance	53,004
Contingency	40,000
TOTAL GENERAL FUND	\$ 11,802,839

SECTION 2 – Revenues: It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Ad Valorem and Vehicle Taxes:	
Budget Year	\$6,764,220
Prior Years Summary	318,850
Penalties and Interest	50,000
House Bill 1779	500
Other Taxes and Licenses:	
State 1 cent Sales Tax	565,000
Local Sales Tax - Art. 40	425,000
Local Sales Tax - Art. 42	125,000
Unrestricted Intergovernmental:	
ABC Profits	35,000
Refuge Revenue Sharing	8,500
Beer and Wine Tax	41,500
Utilities Franchise Fees	625,000
Medicaid Hold Harmless	650,000
Restricted Intergovernmental:	
State Grants – JJDP	51,907
Soil/Water Funds	3,600
S/W Technician Grant	21,794
Capital Reserve & Transfer Tax for Capital Debt Service	376,283

Court Facilities Fees	20,000
Alb. Comm. Nutrition Site.....	6,840
School Resource Officer	37,838
School Capital Reserve Fund for School Debt Service	1,005,321
Senior Center Grant	3,900
Fees and Permits:	
Register of Deeds Fees.....	101,500
Building Permits and Planning Fees	70,400
Land Use Fees.....	5,000
Leased Property	22,000
Tire Disposal Dist	16,000
White Goods Disposal Dist.....	5,000
Recyclables	12,000
Disposables Tax Distribution.....	5,000
Electronics Management.....	800
Cable Franchise Fee	75,000
Gun Permit Fees.....	15,000
Golf Cart Fees	240
Pet/Privilege Licenses.....	250
5 Cents Per Bottle Fees	3,600
Recreation Fees	19,500
Library Fees	2,600
Sales and Services:	
Jail Fees.....	3,000
Sheriff's Officer Fees.....	22,000
Sale of Fixed Assets.....	3,000
Fines & Forfeitures	80,000
911 Fees for GIS	30,000
Other:	
Sheriff's Department Grants & Donations	16,100
Wellness Grant.....	2,350
Interest.....	46,968
Miscellaneous	14,300
Appropriated Fund Balance	95,178
TOTAL GENERAL FUND	\$ 11,802,839

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, 2015 and ending June 30, 2016.

R/O Plant Operation Expenses.....	415,395
Waste Water Operation Expenses.....	407,901
Distribution Expenses	372,132
Debt Service.....	286,980
	<u>\$1,482,408</u>

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, 2015 and ending June 30, 2016.

Sale of Water.....	987,750
Sewer Fees	106,597
Connection Fees.....	30,000
Miscellaneous	40,300
Fund Balance Appropriated	142,761
General Fund Contribution	<u>175,000</u>
	\$1,482,408

ARTICLE IV. 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, 2015 and ending June 30, 2016.

General Expenses.....	200,275
Fire Truck.....	469,500
Department of Insurance Grant.....	60,000
Debt Service.....	<u>56,003</u>
	\$785,778

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, 2015 and ending June 30, 2016.

Fire Tax.....	60,863
4 Cent County Match	243,453
Leased Property	9,000
Grant	30,000
Interest Earnings	3,000
Fund Balance Appropriated	219,962
Co. Loan – Fire Truck.....	<u>219,500</u>
	\$785,778

ARTICLE V. 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, 2015 and ending June 30, 2016.

General Expenses.....	92,475
Debt Service.....	<u>104,047</u>
	\$196,522

It is estimated that the following revenues will be available in the South Mills Fire Commission Fund for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Fire Tax.....	36,393
4 Cent County Match	145,570
Interest.....	2,000
Fund Balance Appropriated	<u>12,559</u>
	\$196,522

ARTICLE VI. SOCIAL SERVICES

The following amounts are hereby appropriated in the Social Services Fund for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Administrative Expenses	996,472
Public Assistance	<u>334,159</u>
	\$1,330,631

It is estimated that the following revenues will be available in the Social Services Fund for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

County Appropriations.....	325,000
Fund Balance Appropriated	22,036
State/Federal Funds.....	<u>983,595</u>
	\$1,330,631

DSS Trust Fund Revenues	\$33,400
DSS Trust Fund Expenses	\$33,400

ARTICLE VII. 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, 2015 and ending June 30, 2016.

General Upkeep on project	45,200
Fund Reserve	<u>5,512</u>
	\$50,712

It is estimated that the following revenues will be available in the Joyce Creek Drainage Project Fund for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Watershed Improvement Fee	49,724
Miscellaneous	<u>988</u>
	\$50,712

ARTICLE VIII. 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, 2015 and ending June 30, 2016.

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

ARTICLE IX. REVALUATION RESERVE FUND

The following amounts are hereby appropriated in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Reserved for Revaluation Expenses.....	\$240,230
Fund Balance Appropriated	\$240,230

ARTICLE X. CAPITAL RESERVE FUND

The following amounts are hereby appropriated in the Capital Reserve Fund for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Debt Service.....	356,283
Capital Projects	182,500
Reserved.....	325,000
USDA Debt Reserve	<u>488,300</u>
	\$1,352,083

It is estimated that the following revenues will be available in the Capital Reserve Fund for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Land Transfer Tax Collections	300,000
Investment Earnings.....	20,000
County Contribution	325,000
Fund Balance Appropriated	<u>707,083</u>
	\$1,352,083

ARTICLE XI. SCHOOL CAPITAL RESERVE FUND

The following amounts are hereby appropriated in the School Capital Reserve Fund for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Debt Service.....	694,038
HS Building Capital Outlay	150,000
Camden Plantation Funds for Capital Outlay	<u>441,217</u>
	\$1,285,255

It is estimated that the following revenues will be available in the School Capital Reserve Fund for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Local Option Sales Tax.....	350,000
Investment Earnings.....	6,000
Camden Plantation	150,000
County Contribution	323,783
Fund Balance Appropriated	<u>455,472</u>
	\$1,285,255

ARTICLE XII. DISMAL SWAMP VISITOR CENTER FUND

The following amounts are hereby appropriated in the Dismal Swamp Visitor Center Fund for the purpose of operating the Center with funds received from NCDOT for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Center Operating Expenses.....	\$161,180
DOT Funds.....	142,857
Gift Shop Contribution	7,500
Tourism Authority Contribution.....	7,500
Fund Balance Appropriated	<u>3,323</u>
	\$161,180

The following amounts are hereby appropriated in the Dismal Swamp Gift Shop Fund for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Gift Shop Revenues	\$20,100
Gift Shop Expenses.....	\$20,100

ARTICLE XIII. 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 the One Mill Park Project for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Park Operations.....	\$3,050
Interest.....	1,500
Fund Balance Appropriated	<u>1,550</u>
	\$3,050

ARTICLE XIV. REGISTER OF DEEDS AUTOMATION ENHANCEMENT AND PRESERVATION FUND

The following amounts are hereby appropriated in the Register of Deeds Automation Enhancement and Preservation Fund for the purpose of funding for computer and imaging technology for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Technology	\$9,100
Register of Deeds Technology Funds.....	4,000
Interest.....	100
Fund Balance Appropriated	<u>5,000</u>
	\$9,100

ARTICLE XV. CODE ENFORCEMENT REVOLVING FUND

The following amounts are hereby appropriated in the Code Enforcement Revolving Fund for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Demolition Expenses	15,000
Special Assessments	<u>3,000</u>
	\$18,000

It is estimated that the following revenues will be available in the Code Enforcement Revolving Fund for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Fee Collection	3,000
Fund Balance Appropriated	<u>15,000</u>
	\$18,000

ARTICLE XVI. WATER/SEWER UPGRADE FEE FUND

The following amounts are hereby appropriated in the Impact Fee Fund for the purpose of collecting funds from new construction projects which will have an impact on the infrastructure of Camden County for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Fund Reserve	22,000
Fees Collected.....	20,000
Interest.....	<u>2,000</u>
	\$22,000

ARTICLE XVII. 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. 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, 2015 and ending June 30, 2016.

Watershed Expenses & Reserve	\$59,125
Estimated Interest & Fees Collected.....	\$59,125

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, 2015 and ending June 30, 2016.

Watershed Expenses & Reserve	\$20,100
Estimated Interest & Fees Collected.....	\$20,100

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, 2015 and ending June 30, 2016.

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, 2015 and ending June 30, 2016.

Watershed Expenses	\$19,050
Estimated Interest & Fees Collected.....	\$19,050

ARTICLE XVIII. TOURISM DEVELOPMENT AUTHORITY

The following amounts are hereby appropriated in the Tourism Development Authority budget for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

General Expenses.....	39,000
Dismal Swamp Visitor Center	<u>7,500</u>
	\$46,500
Occupancy Tax Collections	20,000
Interest Earnings	500
Appropriated Fund Balance	<u>26,000</u>
	\$46,500

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, 2015 and ending June 30, 2016.

School Current Expense.....	\$3,850
-----------------------------	---------

It is estimate that the following revenues will be available in the Tax Penalties School Fund for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Tax Penalties.....	3,750
Interest on Investments	<u>100</u>
	\$3,850

ARTICLE XXII. 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, 2015 and ending June 30, 2016.

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

ARTICLE XXIII 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 from the General Fund is \$2,072,942.

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, 2015 and ENDING JUNE 30, 2016” as presented to the Board of Commissioners at their meeting in May 2015, 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 XXIV. OTHER PROVISIONS

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

- (a) He may transfer amounts between objects of expenditure within a department except salary amounts without limitations.
- (b) He may transfer amounts up to \$5,000 between departments of the same fund with an official report on such transfers at the next regular meeting of the Board of Commissioners.
- (c) He may not transfer any amounts between funds or from any contingency appropriation within any fund.
- (d) He will assign legal costs to departments based upon the legal issue involved.
- (e) He is authorized to approve expenditures up to seven thousand dollars.

SECTION 2 - All legal outstanding encumbrances at June 30, 2015 are hereby carried forward and re-appropriated as an amendment to the budget for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

ARTICLE XXV. TAX LEVY

SECTION 1 – There is hereby levied at the rate of sixty-four cents (64 cents) per One Hundred Dollar (\$100) valuation of property listed for taxes as of January 1, 2015, for the purpose of raising the revenue listed in the General Fund, Article II., Section 2, of this Ordinance.

SECTION 2 – There is hereby levied at the rate of four cents (4 cents) per One Hundred Dollar (\$100) valuation of property listed for taxes as of January 1, 2015, for the purpose of raising the revenue to equal the expenditures listed as CH&S Fire Commission Four Cents and South Mills Fire Commission Four Cents in the General Fund, Article II, Section 1, of this Ordinance.

SECTION 3 – The rate of tax as shown in Section 1 and 2 above is based upon a total valuation of property for the purpose of taxation of \$961,124,336 and an estimated collection rate of ninety-six percent (96%) for real property and ninety-nine percent (99%) for vehicles.

SECTION 4 – There is hereby levied a tax at the rate of one cent (1 cent) per One Hundred Dollar (\$100) valuation of property listed for the taxes as of January 1, 2015, located within the South Mills Fire Protection District for the purpose of raising the revenue listed in the South Mills Fire Commission Fund, Article V., of this Ordinance.

SECTION 5 – The rate of tax as shown in Section 4 above is based upon a total valuation of property for the purpose of taxation of \$379,089,182 with an estimated collection rate of ninety-six point twenty-eight percent (96%).

SECTION 6 – There is hereby levied at the rate of one cent (1 cent) per One Hundred Dollar (\$100) valuation of property listed for taxes as of January 1, 2015, located within the Courthouse-Shiloh Fire Protection District for the purpose of raising the revenue listed in the Courthouse-Shiloh Fire Commission Fund, Article IV, of the Ordinance.

SECTION 7 – The rate of tax as shown in Section 6 above is based upon a total valuation of property for the purpose of taxation of \$633,992,417 and an estimated collection rate of ninety-six point twenty-eight percent (96%).

A public hearing on this Budget Ordinance was held on June 8, 2015.

~~This Budget Ordinance was adopted on the 16th day of June, 2014 with Commissioners Sandra Duckwall, Garry Meiggs, Michael McLain, Clayton Riggs, and Randy Krainiak voting aye, and no Commissioner voting no.~~

CAMDEN COUNTY BOARD OF COMMISSIONERS

Michael McLain, Chair

Sandra Duckwall, Vice-Chairman

ATTEST:

Clerk to the Board

Michael R. Renshaw
Budget Officer/County Manager

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

Item Number: 6.C

NEW BUSINESS

Meeting Date: June 15th, 2015

Attachments:

Submitted By: Budget Officer

ITEM TITLE: Resolution No. 2015-06-03 - to establish Board Salaries for FY2015-2016

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

SUMMARY:

Resolution No. 2015-06-03 establishes Camden County Board salaries which are included in Budget Ordinance No. 2015-06-02.

The Budget Hearing was held on June 8th, 2015.

RECOMMENDATION:

Motion to Approve Resolution No. 2015-06-03

Resolution No. 2015-06-03

**A RESOLUTION OF THE
CAMDEN COUNTY BOARD OF COMMISSIONERS ESTABLISH
SALARIES AND COMPENSATION FOR VARIOUS BOARDS AND
COMMISSIONS FOR FISCAL YEAR 2015-2016**

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 16th day of June 2015 in Camden Village, Camden County, North Carolina does hereby establish the following salaries and compensation for the stated boards and commissions for the period beginning July 1, 2015 and ending June 30, 2016 (FY2015-2016),

Section 1:	BOARD OF ELECTIONS
Chair	\$50 / meeting with Board \$50 / Election Day, canvass day, and instruction day, Plus \$.575 / mile for travel
Members	\$40 / meeting \$40 / day on Election Day and canvass day Plus \$. 575 / mile for travel
Chief Judge	\$150.00 / day for Election Day \$40 and canvass day, and instruction day \$20 for pick-up day \$.575 / mile for canvass day and instruction day,
Judges	\$20 for instruction day, Election Day at \$120.00 / day
Assistants	Election Day at \$100.00 / day, \$20 for instruction day
Section 2:	BOARD OF COMMISSIONERS
Chair	\$550.00 / month, plus \$.575 / mile for travel
Vice-chair/ Member	\$525.00 / month, plus \$.575 / mile for travel

Commissioners shall receive a payment of \$150.00 / 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). Special meetings and budget work sessions in addition to the two regularly scheduled Board of Commissioners meetings will be compensated \$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.

Section 3: PLANNING BOARD AND ZONING BOARD OF ADJUSTMENTS
\$30.00 / meeting plus \$.575 / mile for travel

Section 4: SOCIAL SERVICES BOARD
Chairman \$35.00 / meeting plus \$.575 / mile for travel

Members \$30.00 / meeting plus \$.575 / mile for travel

Section 5: ALBEMARLE COMMISSION APPOINTMENT
\$30.00 / meeting plus \$.575 / mile for travel and meal if required

Section 6: AGING ADVISORY COUNCIL
\$30.00 / meeting plus \$.575 / mile for travel and meal if required

Section 7: RECREATION BOARD
\$30.00 / meeting plus \$.575 / mile for travel

Section 8: JURY COMMISSION (Does not meet FY14-15)
\$ 7.25 / hour for hours worked compiling jury list

Section 9: ECONOMIC DEVELOPMENT BOARD
\$30.00 / meeting plus \$.575 / mile for travel

Section 10: SENIOR CENTER BOARD
\$30.00 / meeting

Section 11: LIBRARY BOARD (Added 9/3/13)
\$30.00 / meeting

Section 12: AGRICULTURAL ADVISORY BOARD (Added 9/3/13)
No Compensation

ATTEST:

Angela L. Wooten
Clerk to the Board

(SEAL)

Chairman Michael McLain

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

Item Number: 6.D

NEW BUSINESS

Meeting Date: June 15, 2015
Attachments: 1 (22 Pages)
Submitted By: Administration

ITEM TITLE: Fee Schedule for FY 2015-2016

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

SUMMARY:

The Public Hearing was held on June 8th, 2015

RECOMMENDATION:

Motion to approve the fee Schedule for FY 2015-2016



Camden County
NEW ENERGY. NEW VISION.

SCHEDULE OF FEES

FY 2015-2016

Public Hearing was held on June 8th, 2015

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CAMDEN COUNTY
BUILDING INSPECTIONS AND PLANNING DEPARTMENT
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)

Minimum Fee (structures existing prior to 2003)	\$35.00
Minimum Fee (structures built on/after Jan 1, 2003)	\$75.00

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

Inground	\$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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SIGNS

16 Square Feet or Less	\$0.00	17 - 32 Sq. Ft. on One Side	\$50.00
Over 32 Sq. Ft. on One Side	\$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
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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.

RENOVATION FEES

Renovations	½ New Construction Fees
-------------	-------------------------

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	\$2,000.00
Reinspections	\$100.00 each

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.

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

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 **	

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
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NOTES:

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

** For major subdivisions / PUD, a fifteen dollar (\$15) credit per lot will be granted if the final plat is submitted both on Mylar in accordance with the Unified Development Ordinance and on diskette, in a format compatible (shape file / geodatabase) with the County's Geographic Information System (GIS) software.

*** 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**Fee Schedule for Sale of GIS Related Data****HARD COPY**

Printer		
Size	Black & White Price	Color Price
8½ x 11	\$0.50	\$1.00
8½ x 14	\$0.75	\$1.50
11 x 17		\$5.00

Plotter	
Size	Price
Up to 36 x 48	\$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)

MsKd Compressed Digital Orthophotography

The entire set of digital orthophotography for the county.

Price: \$ 100.00

CUSTOMIZED GIS WORK

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

Camden County Street Maps \$5.00

Fee Schedule 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-----\$75.00
(This will be added to each Abatement)

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 then a Tax Lien will be applied to the property.****

Recreation Youth Sports Registration Fees:

Youth Volleyball and Basketball.....	\$35.00
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

REGISTER OF DEEDS FEES EFFECTIVE OCTOBER 1, 2011

Make checks payable to : Camden County Register of Deeds

Deeds of Trust & Mortgages	\$56 1st 15 pages \$4 each extra page
All other documents	\$26 1st 15 pages, \$4 each extra page
Plats	\$21 per plat
Plat copy page	\$1 per page, \$5 for certified copy per page
Right of Way/Highway	\$21 1st page \$2 each extra page
Multi-Documents	\$25 additional fee
Subssequent Documents with	\$25 additional fee
UCC 1 or 2 pages in writing	\$38
3-10 pages in writing	\$45 + \$2 each extra page
Copy of UCC statement	\$2 each page
Certified copies of Vital Records	\$10 each
Amended Birth & Death Certificate	\$10 ROD fee or \$15 NC Vital Records
Marriage License	\$60
Delayed Marriage or Birth Certificate	\$20 including 1 certified copy
Corrected Vital Records	\$10 including 1 certified copy
Legitimations	\$10
State Vital Record Search	\$10
State Vital Records for network access	\$24 1st copy, \$15 each extra copy
All Military Records or Satisfaction	No Fee
Notary Oath	\$10

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/State.....\$50.00

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

Rental Policy for the Camden County Senior Center

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.....	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, Runtans and others.
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.

Resolution No. 2001-6-3

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF
CAMDEN COUNTY, NORTH CAROLINA, ESTABLISHING THE FEE FOR
USE OF THE SENIOR TRAIL**

**Whereas, the County Commissioners may establish a fee for the use of the Senior Trail;
and,**

**Whereas, such fees shall reimburse the county for expenses incurred and provide
funding for the long-term maintenance of the Senior Trail;**

**Now, Therefore, Be it Resolved by the Board of County Commissioners meeting this 4
day of June, 2001, in Camden, North Carolina, does hereby establish a fee schedule as
follows for the use of the Senior Trail.**

- A. 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.**
- B. 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.**

**Be it Further Resolved that the county manager shall collect a deposit in amount equal
to the amount of the fee charged above.**



J.C. Rountree, Chairman
Camden County Board of Commissioners

ATTEST:



Carl Klassen
Clerk to the Board

Any person not invited to the special event shall be trespassing and shall be subject to the same penalties as a trespasser under Section 1. of this Ordinance.

2. The county manager shall develop an application for special events on the Senior Trail and each person requesting a special event to be held on the Senior Trail shall submit an application to the county manager or his designated representative. Such application shall include a signed and notarized statement indemnifying and holding harmless the County, its employees, and agents from any and all injuries or damages arising out of the special event and the use of the Senior Trail.
3. The applicant shall clean and repair the Senior Trail to the same condition it was prior to the special event. If the Senior Trail is not cleaned or repaired back to the pre-event condition, the county manager shall first use any deposit to reimburse the county for the cost of any cleaning or repairs and, if such deposit is not sufficient to reimburse the county for the cleaning and repairs, the county manager shall direct the county attorney to take any necessary actions in court or otherwise to collect the amount required to reimburse the county for the cost of cleaning and repair plus any administrative and legal costs incurred while trying to obtain the reimbursement due to the county.
4. The county manager may deny any application if, in his opinion, the event would be injurious to the Senior Trail. Any person denied use of the Senior Trail by the county manager may appeal such decision to the Board of County Commissioners at their next regular meeting following the date of the county manager's denial.
5. The county manager or his designated representative may establish a deadline for the submission of applications and he shall make his decision within a reasonable period of time following submission of an application. Such decision shall be made in writing and given to the applicant.
6. The county manager or his designated representative shall collect a fee for the use of the Senior Trail and a deposit for any possible damage. Such fee and deposit shall be collected at the time when the application is submitted. The fee shall be established by resolution of the county commissioners. The deposit shall be equal to the fee. Revenues received from the fee shall first be used to reimburse the county for any expenses incurred due to the special event, and any remaining fee revenue shall be deposited into the Senior Trail Trust Fund.
7. The county manager or his designated representative shall return the deposit to the applicant following the event and after inspection. The deposit shall be reduced by an amount equal to any costs incurred by the county for cleaning up after the special event or making any repairs caused by the event or participants in the event.

Fees collected at the Camden County Tax Office

Golf Cart Permits

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

BEER AND WINE FEES

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

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

Beer at retail:

"Off premises".....	\$5.00
"On premises".....	\$15.00
Beer "on and off Premises".....	\$20.00

Wine at retail:

"Off premises".....	\$10.00
"On premises".....	\$15.00
Wine "on and off premises".....	\$25.00

Beer and Wine:

Beer and Wine "off premises".....	\$15.00
Beer and Wine "on premises".....	\$30.00
Beer/wine "on & off premises".....	\$45.00



South Camden Water Rates

(effective July 1, 2015)

Water Tap Fees:

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

Water Charges: 0-2000 gal. \$24.00 per month

Additional Usage:

2001-5000 gal.	\$5.50 per 1,000 gal
5001-10,000	\$6.00 per 1,000 gal
10,001-15,000	\$6.60 per 1,000 gal
15,001-20,000	\$7.20 per 1,000 gal
20,001 and up	\$7.80 per 1,000 gal

Local Govt/Board of Education same as above

Bulk Water \$6.06 per 1,000 gal

Fire Service (sprinkler systems) \$24.00 per month

Commercial master meter accounts charged at the above rates per unit served.

Deposits:

Rent deposit: \$200.

Fire Hydrant Meter: \$300.

Charges and Fees:

Open/reopen/transfer acct. \$15.00

Reread meter/our read correct \$15.00

Reread meter/our read incorrect: no charge

Reconnection Fee: (if not paid by 8am on disconnection day)

7am-3:15pm \$35.00

3:16-5:00pm \$60.00

Late payment penalty: \$10.00

Non Sufficient Funds: \$25.00

Meter Tampering fee: \$200.00

Turn off/Turn off fee per occurrence: \$15.00

Meter testing fee: if accurate \$15.00

No chg if more than 2.5% inaccurate

*effective June 2009



South Camden Sewer Schedule

(effective July 1, 2015)

Sewer Base Fee:

Residential	\$27.00 0-2,000 gallons
Commercial	\$37.00 0-2,000 gallons
Apartments & Townhouses	\$27.00 0-2,000 gallons

Additional Fees:

Residential	\$6.50 each additional 1,000 gallons
Commercial	\$7.50 each additional 1,000 gallons
Apartments & Townhouses	\$6.50 each additional 1,000 gallons
High Strength:	\$9.50 each additional 1,000 gallons
School, Day Care, Hospitals, Nursing Homes, Laundromats, Restaurants, Doctors, Dentists, Beauty Shops, Grocery Store, Convenient Store, Funeral Homes, Car Washes, Dry Cleaners	

Commercial: Fees are based on water meter size

Cost of sewer connection (low pressure main) with $\frac{3}{4}$ inch water service-\$8300.

Cost of sewer connection (4" gravity connection)- \$ 3500.

The cost of sewer connection with larger than $\frac{3}{4}$ 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 Fees

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



South Camden Sewer Schedule

(effective July 1, 2015)

Residential Sewer: Approved for failing systems only.

*Parts and labor:

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

*Parts are calculated at current price of materials due to the fluctuation of the market plus 20%.

*Labor:

\$35 per man per hour

\$75 per hour for backhoe

\$10 per foot for bores up 2”

*Repairs requiring contracted labor will be charged at invoice cost.

Fines for Violation of Fats, Oil and Grease Control Ordinance

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

CAMDEN COUNTY
Public Records
Fee Schedule

Copy Fees:

Public Records (Black /White)

8 1/2" x 11" and 8 1/2" x 14.....	\$.15/page
With printed pictures.....	\$.30/page
11" x 17"	\$.35/page

Public Records (Color)

8 1/2" 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.

**CAMDEN COUNTY
Public Library
Fee Schedule**

Copy Fees:

8 1/2" x 11" and 8 1/2" x 14 (Black /White)	\$.10/page
8 1/2" x 11" and 8 1/2" x 14 (Color).....	\$.25/page
11" x 17" (Black /White).....	\$.20/page
11" x 17" (Color)	\$.50/page
Incoming Fax.....	\$.10/page
Inter Library Loan.....	\$2.50
Proctoring	\$10.00

	Ratio	40	Individual Parcel Fee		
	#	Rate	\$	#	\$
North River Watershed					
FCPA Parcels	1,170	\$0.64	\$748.80	1	\$0.64
GA net acres	28,476	\$0.25	\$7,119.00	1	\$0.25
ERU units	1,037	\$10.00	\$10,370.00	1	\$10.00
Project Revenue			\$17,489.00		
Total Watershed Revenue			\$18,237.80		\$10.89

	#	Rate	\$	#	\$
Sawyer's Creek Watershed					
FCPA parcels	762	\$0.64	\$487.68	1	\$0.64
GA net acres	9,436	\$0.25	\$2,359.00	1	\$0.25
ERU units	1,969	\$10.00	\$19,690.00	1	\$10.00
Project Revenue			\$22,049.00		
Total Watershed Revenue			\$22,536.68		\$10.89

	#	Rate	\$	#	\$
Shiloh Watershed Revenue					
FCPA parcels	2,394	\$0.64	\$1,532.16	1	\$0.64
GA net acres	17,765	\$0.25	\$4,441.25	1	\$0.25
ERU units	1,397	\$10.00	\$13,970.00	1	\$10.00
Project Revenue			\$18,411.25		
Total Watershed Revenue			\$19,943.41		\$10.89

	#	Rate	\$	#	\$
South Mills Watershed Revenue					
FCPA parcels	2,917	\$0.64	\$1,866.88	1	\$0.64
GA net acres	73,345	\$0.32	\$23,470.40	1	\$0.32
ERU units	3,414	\$12.80	\$43,699.20	1	\$12.80
Joyce Creek Project			-\$50,000.00		
Other Project Revenue			\$17,169.60		
Total Watershed Revenue			\$69,036.48		\$13.76

	Parcels	ERUs	Net Acres
North River	1,170	1,037	28,476
Sawyer's Creek	762	1,969	9,436
Shiloh	2,394	1,397	17,765
South Mills	2,917	3,414	73,345
	7,243		

CAMDEN COUNTY
Fee Schedule

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 15th, 2015.

X

Angela L. Wooten
Clerk to the Board

(SEAL)

X

Michael McLain, Chairman
CamdenCounty Board of Commissioners

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

Item Number: **6.E**

NEW BUSINESS

Meeting Date: **June 15, 2015**
Attachments: **1**
Submitted By: **Budget Officer &
Tax Administrator**

ITEM TITLE: **Set the 2015 Tax Rate**

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

SUMMARY:

The FY 2015-2016 Budget Ordinance includes the tax rate of .68 for Property Tax and .01 for Fire Tax per 100 dollars of valuation.

RECOMMENDATION:

Motion to set the County Property Tax Rate at \$.68 per \$100 and the Fire Tax Rate at \$.01 per \$100. Watershed fees are to be included on tax bills by Watershed District as described in the 15-16 County Fee Schedule.

TO: CAMDEN COUNTY BOARD OF COMMISSIONERS

THE FOLLOWING IS THE ESTIMATED PROPERTY VALUE OF CAMDEN COUNTY:

	<u>Real</u>	<u>Personal</u>	<u>Vehicles</u>	<u>Total</u>
South Mills	341,490,940	11,502,456	26,095,786	379,089,182
Courthouse	351,336,480	18,580,167	34,276,022	404,192,669
Shiloh	209,744,722	5,910,524	14,144,502	229,799,748
Subtotal of County				1,013,081,599
Estimated Utilities	2,092,664 (cell towers)	20,506,383 (2014 utilities)		22,559,047
Total of County				1,035,640,646

FROM Lisa S. Anderson 6-10-15
 LISA S. ANDERSON (TAX ADMINISTRATOR) DATE

TAX RATE COUNTY .68 FIRE .01 TOTAL= .69

Joyce Creek District	<u>Real</u>	<u>Personal</u>	<u>Vehicles</u>	<u>Total</u>
	196,981,141	5,010,131	17,654,182	219,645,454

JOYCE CREEK WATERSHED IMPROVEMENT TAX 0

 P. MICHAEL MCLAIN, CHAIRMAN

 DATE

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

Item Number: 7.A

CONSENT AGENDA

Meeting Date: June 15th, 2015
Attachments: 1 Attachment
Submitted By: Clerk to the Board

ITEM TITLE: Draft Meeting Minutes

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

SUMMARY:

March 16th, 2015 – CIP Work Session

RECOMMENDATION:

For Review and Possible Approval

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

Item Number: 7.B

Consent Agenda

Meeting Date: June 15, 2015
Attachments: 1
Submitted By: Budget & Finance Officers

ITEM TITLE: Budget Amendment

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

SUMMARY:

Adjust Central Communication expenses and budget for VFD 4 cent allocation

RECOMMENDATION:

Approve Request

2014-15-BA024
CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2015.

Section 1. To amend the Dismal Swamp Visitor Center as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
106900-512900	Central Communication	\$11,500.00	
106900-565100	CH&S VFD 4 Cents	\$10,500.00	
106900-568100	SM VFD 4 Cents	\$10,500.00	
104100-504100	Attorney Fees		\$10,000.00
104700-504110	OLF		\$10,000.00
109990-500000	Contingency		\$12,500.00

This Budget Amendment is made to increase allocation for Central Communications expenses and 4 Cent VFD Tax Match.

This will result in a decrease of \$12,500.00 in the Contingency of the General Fund.

Balance in Contingency \$11,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 15th day of June, 2015.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

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

Item Number: 7.C

Consent Agenda

Meeting Date: June 15, 2015
Attachments: 1 (1 Page)
Submitted By: Dellie Spaulding, Tax Specialist

**ITEM TITLE: Tax Dept.
Monthly Collection Report
May 2015**

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

SUMMARY:

Taxes collected for ad valorem (real estate), personal business properties, vehicle, and other miscellaneous taxes. Also included are payments received via the Internet.

RECOMMENDATION:

FOR COUNTY COMMISSIONERS' APPROVAL

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

Item Number: 7.D

CONSENT AGENDA

Meeting Date: June 15th, 2015
Attachments: 1 (1 Page)
Submitted By: Various Departments

**ITEM TITLE: Tax Authorization to Collect
(August Renewals)**

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

SUMMARY:

August Renewals

RECOMMENDATION:

For Review and Possible Approval

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County August Ren. Due 9/15/15 (NEW SYSTEM)

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

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
16,803.06	19,211.67	10,192.52	46,207.25

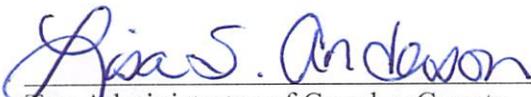
Witness my hand and official seal this _____ day of _____

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.



Tax Administrator of Camden County

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

Item Number: 7.E

CONSENT AGENDA

Meeting Date: June 15th, 2015
Attachments: 1 (1 Pages)
Submitted By: Angela Wooten, Clerk

TITLE: Elder Abuse Awareness Month

SUMMARY:

Elder Abuse Awareness Month in Camden County

RECOMMENDATION:

REVIEW AND APPROVE

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

VULNERABLE ADULT AND ELDER ABUSE
AWARENESS MONTH IN THE COUNTY OF CAMDEN – JUNE 2015

WHEREAS, each year, more than two million vulnerable and older adults are victims of abuse, neglect, and exploitation, and research has shown that older adults who are abused, neglected and exploited are three times more likely to die within ten years than those who are not; and

WHEREAS, according to national statistics, elder abuse is grossly under reported because vulnerable and older adults who are being abused find it very difficult to tell anyone due to shame and fear; and

WHEREAS, in 2014 there were almost 23,000 reports of abuse, neglect or exploitation of vulnerable and older adults made to North Carolina's 100 county departments of social services not only by doctors and other professionals but by family members and concerned citizens in our communities; and

WHEREAS, Camden County's vulnerable and older adults of all social, economic, racial and ethnic back-grounds may be targets of abuse, neglect or exploitation, which can occur in families, long-term care settings and communities; and

WHEREAS, protecting Camden County's vulnerable and older adults is a community responsibility and all citizens are charged under North Carolina General Statute (GS 108A-102) to report suspected abuse, neglect or exploitation to the Camden County Department Social Services; and

WHEREAS, North Carolina enacted the nation's first elder abuse law in 1973; and

WHEREAS, May 8, 2015 through June 22, 2015 is Vulnerable Adult and Elder Abuse Awareness Month in North Carolina and this time frame ties the awareness period to both the Mothers' Day and Fathers' Day holidays, in the hopes of reinforcing the spirit of respecting and valuing, not just parents, but all elders; and

WHEREAS, we all have a responsibility to support the safety, welfare, and dignity of Camden County's vulnerable and older adults;

NOW, THEREFORE, the Camden County Board of Commissioners, hereby proclaims May 8 - June 22 2015, as 'ELDER ABUSE AWARENESS MONTH' in the County of Camden, and commend its observance to all citizens, asking them to wear purple Elder Abuse Awareness ribbons, and we further do hereby proclaim June 15, 2015, 'WORLD ELDER ABUSE AWARENESS DAY'; and urge all citizens to work together to help protect elder adults from abuse, neglect, and exploitation because it is imperative that we refuse to tolerate the indignity of Elder Abuse..

Adopted, this the ___ day of April, 2015, in Camden County North Carolina.

P. Michael McLain, Chairman
Board of Commissioners

ATTEST: _____
Angela L. Wooten
Clerk to the Board

(SEAL)

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

Item Number: 7.F

Consent Agenda

Meeting Date: June 15th, 2015
Attachments: 1 (10 Pages)
Submitted By: Stephanie Jackson, HR

ITEM TITLE: Personnel Policy Revision

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

SUMMARY:

To strike through the words, six months of, in an effort to make it just read probationary period as there are not only six months but nine and twelve months probationary periods for various departments.

RECOMMENDATION:

To approve the revision to Article VIII. Holidays and Leaves of Absence, Section 10. Vacation Leave: Payment Upon Separation

ARTICLE VIII. HOLIDAYS AND LEAVES OF ABSENCE

Section 1. Policy

The policy of the County is to provide vacation leave, sick leave, and holiday leave to all full-time and part-time employees in a regular position with County.

Leave balances should accrue with each payroll at a pro-rated amount when employees work or are on a paid leave status. Leave balances should be printed on payroll checks or provided to employees with each paycheck, including net accrued sick leave, vacation, holiday leave, and compensatory leave.

Section 2. Holidays

The policy of the County is to follow the holiday schedule as published by the State of North Carolina each year. The schedule for the calendar year will be published by December 1 of the previous calendar year for distribution to County employees.

An employee must work, use vacation, sick or compensatory leave the day before and the day after in order to receive holiday pay with the exception of law enforcement. (Revised February 5, 2007)

The number of holiday hours earned by employees shall be determined in accordance with the formula set forth in Section 15 of this article but not to exceed 8 hours of holiday pay for employees and 8.4 hours for law enforcement officers. (Revised 8/3/09)

Departments which have staff working during holidays may designate which days of the week are to be observed using the actual legal holidays when appropriate.

Section 3. Holidays: Effect on Other Types of Leave

Regular holidays which occur during a vacation, sick or other leave period of any employee shall not be considered as vacation, sick, or other leave.

Section 4. Holidays: Compensation When Work is Required

Essential regular full time public works employees required to perform work on regularly scheduled holidays will be paid eight (8) hours of holiday pay on top of their base pay for hours actually worked on a holiday and essential regular full time law enforcement officers will be paid eight point four (8.4) hours of holiday pay on top of their base pay. (Revised 8/3/09)

Section 5. Vacation Leave

Vacation leave may be used for rest and relaxation, school appointments, medical appointments, and other personal needs. Any compensatory time earned by nonexempt employees must be used prior to using vacation time.

Section 6. Vacation Leave: Use by Probationary Employees

Employees serving a probationary period following initial employment may accumulate vacation leave but shall not be permitted to take vacation leave during the probationary period. Employees shall be allowed to take accumulated vacation leave after six months of service.

Section 7. Vacation Leave: Accrual Rate

Each full and part-time employee of the County shall earn vacation at the following schedule, prorated by the regular number of hours in the workweek: (Approved 7/1/04)

Years of Service	Hours Granted Each Month	Hours Granted	Days Granted Each Year	Each Year
Less than 2 years	7 hrs. 50 min.	94		11 3/4
2 but less than 5 years	9 hrs. 10 min.	110		13 3/4
5 but less than 10 years	11 hrs. 10 min.	134		16 3/4
10 but less than 15 years	13 hrs. 10 min.	158		19 3/4
15 but less than 20 years	15 hrs. 10 min.	182		22 3/4
20 years or more	17 hrs. 10 min.	206		25 3/4

Section 8. Vacation Leave: Maximum Accumulation

Vacation leave may be accumulated without any applicable maximum until December 31 of each year. Effective the last payroll in the calendar year, any employee with more than 30 days (240 hours) of accumulated leave shall have the excess accumulation removed so that only 30 days (240 hours) are carried forward to January 1 of the next calendar year. ~~One half of~~ Any excess vacation leave as of December 31 may be transferred to an employee's sick leave account ~~Employees with ten or more years of service to the County may have the entire excess amount converted to sick leave provided that the employee has taken a minimum of five days 40 hours of vacation during the calendar year.~~ Amended 7/1/04, Revised February 5, 2007

Because the number of hours in employee work weeks vary, the number of hours in 30 days varies. See Section 15 of this Article for formula to calculate the number of hours in 30 days.

Employees are cautioned not to retain excess accumulated vacation leave until late in the year. Because of the necessity to keep all functions in operation, large numbers of employees cannot be granted vacation leave at any one time. If an employee has excess leave accumulation during the latter part of the year and is unable to take such leave because of staffing demands, the employee shall receive no special consideration either in having vacation leave scheduled or in receiving any exception to the maximum accumulation.

New employees may be credited up to five days of earned vacation leave upon date of hire if the immediate previous employer is a city or county and if the immediate previous employer provides written verification to the county manager that the employee an equal number or more days of vacation leave remaining on the date of termination.

Section 9. Vacation Leave: Manner of Taking

~~Employees shall be granted the use of earned vacation leave upon request in advance at those times designated by the Department Head which will least obstruct normal operations of the County.~~ Earned vacation leave may be taken when requested 24 hours in advance at those times designated by the Department Head which will least obstruct normal operations of the County. Under Emergency Circumstances a Department Head at his/her discretion may authorize leave requests without 24 hour notice. Department heads are responsible for insuring that approved vacation leave does not hinder the effectiveness of service delivery. Vacation leave will be taken in ~~quarter two~~ **quarter** hour units. (Revised 2/5/07, Effective 7/1/07 Revision March 2012)

Section 10. Vacation Leave: Payment upon Separation

An employee who has successfully completed ~~six months of~~ the probationary period will normally be paid for accumulated annual leave upon separation subject to the 30-day maximum, provided notice is given to the supervisor at least two weeks in advance of the effective date of resignation. Any employee failing to give the notice required by this section shall forfeit payment for accumulated leave. The notice requirement may be waived by the County Manager when deemed to be in the best interest of the County. **(Revised 6/15/15)**

Employees who are involuntarily separated shall receive payment for accumulated annual leave subject to the 30-day maximum.

Section 11. Vacation Leave: Payment upon Death

The estate of an employee who dies while employed by the County shall be entitled to payment of all the accumulated vacation leave credited to the employee's account not to exceed the maximums established in Section 8 of this Article.

Section 12. Sick Leave

Sick leave with pay is not a right which an employee may demand, but a privilege granted for the benefit of an employee when sick.

Sick leave may be granted to an employee absent from work for any of the following reasons: sickness, bodily injury, required physical or dental examinations or treatment, or exposure to a contagious disease, when continuing work might jeopardize the health of others.

Sick leave may be used when an employee must care for a member of his or her immediate family who is ill, but may not be used to care for healthy children when the regular care giver is sick.

Sick leave may also be used for death in the employee's immediate family, but may not exceed three days for any one occurrence, except by special permission of the Department or County Manager.

Sick leave may also be used to supplement Workers' Compensation Disability Leave ~~both~~ during the waiting period before Workers' Compensation benefits begin, ~~and afterward to supplement the remaining salary, except that employees may not exceed their regular salary amount using this provision.~~ **(Revised May 7, 2007)**

"Immediate family" shall be defined as spouse, parent, guardian, children, sister, brother, grandparents, grandchildren plus the various combinations of half, step, in-law, and adopted relationships that can be derived from those named.

Notification of the desire to take sick leave should be submitted to the employee's supervisor prior to the leave or not later than two hours after the beginning of the scheduled workday. Failure to do so appropriately may result in disciplinary action.

In order to facilitate the recruitment of qualified persons with appropriate public sector experience, the County Manager may authorize the carry-over of all or a portion of the unused sick leave that has been certified as accumulated during employment with a past state or local government employer.

Section 13. Sick Leave: Accrual Rate and Accumulation

Sick leave shall accrue at a rate of one day per month of service or twelve days per year. Sick leave for full-time and part-time employees working other than the basic work schedule shall be prorated as described in this Article. Sick leave will be cumulative for an indefinite period of time and may be converted upon retirement for service credit consistent with the provisions of the North Carolina Local Government Employees' Retirement System.

All sick leave accumulated by an employee shall end and terminate without compensation when the employee resigns or is separated from the County, except as stated for employees retiring or terminated due to reduction in force.

Section 14. Sick Leave: Medical Certification

The employee's supervisor or Department Head may require a physician's certificate stating the nature of the employee or immediate family member's illness and the employee's capacity to resume duties, for each occasion on which an employee uses sick leave or whenever the supervisor observes a "pattern of absenteeism." The employee may be required to submit to such medical examination or inquiry as the Department Head deems desirable. The Department Head shall be responsible for the application of this provision to the end that:

- 1) Employees shall not be on duty when they might endanger their health or the health of other employees; and
- 2) There will be no abuse of leave privileges.

When an employee goes on sick leave he/she must notify his/her Department Head or supervisor immediately. Notification should be within 30 minutes after the beginning of the scheduled work day. Failure to do so may result in denial of such leave pay. The employee should also let the supervisor know when he/she expects to return to work.

An employee who is on sick leave for a period of three days or longer shall be required to provide a note from a medical doctor.

Claiming sick leave under false pretense to obtain a day off with pay shall subject the employee to disciplinary action.

Section 15. Leave Pro-Rated

Holiday, annual, and sick leave earned by full-time and part-time employees with fewer or more hours than the basic work week shall be determined by the following formula:

- 1) The number of hours worked by such employees shall be divided by the number of hours in the basic work week (usually 40 hours).
- 2) The proportion obtained in step 1 shall be multiplied by the number of hours of leave earned annually by employees working the basic work week.
- 3) The number of hours in step 2 divided by 12 shall be the number of hours of leave earned monthly by the employees concerned.

Section 16. Leave Without Pay

A full or part-time employee may be granted a leave of absence without pay for a period of up to six months by the County Manager. The leave shall be used for reasons of personal disability after both sick leave and desired amount of annual leave have been exhausted, sickness or disability of immediate family members, continuation of education, special work that will permit the County to benefit by the experience gained or the work performed, or for other reasons deemed justified by the County Manager.

The employee shall apply in writing to the Department Head for leave. The employee is obligated to return to duty within or at the end of the time determined appropriate by the County Manager. Upon returning to duty after being on leave without pay, the employee shall be entitled to return to the same position held at the time leave was granted or to one of like classification, seniority, and pay. If the employee decides not to return to work, the Department Head shall be notified immediately. Failure to report at the expiration of a leave of absence, unless an extension has been requested, shall be considered a resignation.

Section 17. Family Medical Leave

The County will grant up to 12 weeks of family and medical leave during any 12-month period beginning on the date leave is first used to eligible employees in accordance with the Family and Medical Leave Act of 1993 (FMLA). Eligible employees must have regular status and must have been employed at least twelve months and worked at least 1,250 hours during the previous twelve months. The leave may be paid (coordinated with the County's Vacation and Sick Leave policies), unpaid, or a combination of paid and unpaid. Additional time away from the job beyond the 12-week period may be approved in accordance with the County's Leave Without Pay policy. Employees may be required to exhaust eligible paid leave before going on a leave without pay status.

FMLA leave may be taken for the following reasons:

- (1) to care for the employee's child after birth or placement for adoption or foster care;
- (2) to care for the employee's spouse, child or parent who has a serious health condition; or
- (3) for a serious health condition that makes the employee unable to perform the employee's job.

A serious health condition is defined as a condition which requires inpatient care at a hospital, hospice, or residential medical care facility, or a condition which requires continuing care by a licensed health care provider. This policy covers illness of a serious and long-term nature resulting in recurring or lengthy absences. Generally, a chronic or long term health condition which results in a period of incapacity for more than three days would be considered a serious health condition.

If a husband and wife both work for the County and each wishes to take leave for the birth of a child, adoption or placement of a child in foster care, or to care for a parent (not parent in-law) with a serious health condition, the husband and wife together may only take a total of 12 weeks leave under FMLA.

An employee taking leave for the birth of a child may use paid sick leave for the period of actual disability, based on medical certification. The employee may then use paid vacation for the remainder of the 12-week period.

The request for the use of leave must be made in writing by the employee and approved by the department head or County Manager. The County may also designate qualified leave as FMLA Leave by notifying the employee of such action.

An employee who takes leave under this policy will return to the same job or a job with equivalent status, pay,

benefits, and other employment terms. The position will be the same or one which entails substantially equivalent skill, effort, responsibility, and authority.

In order to qualify for leave under this law, the County requires medical certification. This statement from the employee's or the family member's physician should include the date when the condition began, its expected duration, diagnosis, and brief statement of treatment. For the employee's own health condition, it should state that the employee is unable to perform the essential functions of his/her position. For a seriously ill family member, the certification must include a statement that the patient requires assistance and the employee's presence would be beneficial or desirable.

This certification should be furnished at least 30 days prior to the needed leave unless the employee's or family member's condition is a sudden one. The certification should be furnished as soon as possible (no longer than 15 days from the date of the employee's request). The certification and request must be made to the department head and filed with the Human Resources Director.

The employee is expected to return to work at the end of the time frame stated in the medical certification, unless he/she has requested additional time in writing under the County's Leave Without Pay policy

Section 18. Family Medical Leave and Leave Without Pay: Retention and Continuation of Benefits

When an employee is on leave under FMLA, the County will continue the employee's health benefits during the leave period at the same level and under the same conditions as if the employee had continued to work. If an employee chooses not to return to work for reasons other than a continued serious health condition, the County will require the reimbursement of the amount paid for the employee's health insurance premiums during the FMLA leave period.

Other insurance and payroll deductions are the responsibility of the employee and the employee must make those payments for continued coverage of that benefit.

An employee shall retain all unused vacation and sick leave while on Leave Without Pay. An employee ceases to earn leave credits on the date leave without pay begins. The employee may continue to be eligible for benefits under the County's Group insurance plans at his or her own expense, subject to any regulation adopted by the County Commissioners and the regulations of the insurance carrier.

Section 19. Workers' Compensation Leave

An employee absent from duty because of sickness or disability covered by the North Carolina Workers' Compensation Act may elect to use accrued sick leave or vacation during the first waiting period. ~~The employee may also elect to supplement workers' compensation payments after they begin provided that the combination of leave supplement and workers' compensation payments does not exceed normal compensation. An employee on workers' compensation leave may be permitted to continue to be eligible for benefits under the County's group insurance plans.~~ If the injury results in additional time away from work, the employee will be placed on worker's compensation leave and receive the worker's compensation weekly after the required waiting period. The employee may elect to take sick or vacation during the required waiting period, or may elect to go on worker's compensation leave with no pay for the required waiting period. Once an employee begins drawing worker's compensation pay, the employee will not be allowed to receive pay for vacation or sick leave in addition to worker's compensation payments. Life insurance and health benefits already provided by Camden County to an employee will continue to be provided during the period of worker's compensation leave. Upon reinstatement, an employee's salary will be computed on the basis of the last salary earned plus any increment or other salary increase to which the employee would have been entitled during the disability covered by worker's compensation. (Revised February 5, 2007)

Section 20. Military Leave

Regular employees who are members of an Armed Forces Reserve organization or National Guard shall be granted ten workdays per year for military leave without pay. On rare occasions due to annual training being scheduled on a federal fiscal year basis, an employee may be required to attend two periods of training in one calendar year. For this purpose only, an employee shall be granted an additional ten days of military leave during the same calendar year. If the compensation received while on military leave is less than the salary that would have been earned during this same period as a County employee, the employee shall receive partial compensation equal to the difference in the base salary earned during this same period as a County employee. The effect will be to maintain the employee's salary at the normal level during this period. If such duty is required beyond these ten workdays, the employee shall be eligible to take accumulated vacation leave or be placed in a leave without pay status, and the provisions of that leave shall apply. While taking military leave without pay or with partial pay, the employee's leave credits and other benefits shall continue to accrue as if the employee physically remained with the County during this period. Employees who are eligible for military leave have all job rights specified by the Vietnam Veterans Readjustment Act, including members of the National Guard or a reserve unit. Employees who volunteer for additional duty may use vacation, compensatory time or leave without pay. If there is a compensatory balance, it should be used first for nonexempt employees.

Section 21. Reinstatement Following Military Service.

An employee called to extended active duty with the United States military forces, who does not volunteer for service beyond the period for which called, shall be reinstated with full benefits provided the employee:

- 1) Applies for reinstatement within ninety days after the release from military service; and
- 2) Is able to perform the duties of the former position or similar position; or
- 3) Is unable to perform the duties of the former position or a similar position due to disability sustained as a result of military service, but is able to perform the duties of another position in the service of the County. In this case the employee shall be employed in such other position as will provide the nearest approximation of the seniority, status, and pay which the employee otherwise would have been provided, if available.

Section 22. Civil Leave

- (A) A County employee called for jury duty or as a court witness for the federal or state governments, or a subdivision thereof, shall receive leave with pay for such duty during the required absence without charge to accumulated leave. The employee may keep fees and travel allowances received for jury or witness duty in addition to regular compensation; except, that employees must turn over to the County any witness fees awarded by that court for court appearances in connection with official duties. Employees must turn over to the County any travel allowance awarded by that court for court appearances when traveling in a county vehicle or transportation wholly or partially provided at county expense. While on civil leave, benefits and leave shall accrue as though on regular duty.
- (B) With the discretionary approval of their respective Department Head or direct supervisor, volunteers involved in fire or rescue organizations may be allowed to take appropriate time to respond to emergency calls, but shall return to work as quickly as possible. Use of County vehicles is prohibited in responding to such calls unless circumstances surrounding the response would make it reasonable to do so. **All** Volunteer Fire/Rescue Civil Leave responses should be thoroughly documented on a Camden County Civil Leave Form. One copy should be submitted to the individual's Department Head and one copy should be submitted to the Safety Committee within 24 hours of the Civil Leave." *(Effective January 3, 2012)*

- (C) All instances of Civil Leave as defined in Subsections A and B should be accurately annotated as such on individual time sheets. *(Effective January 3, 2012)*

Section 23. Parental School Leave

A County employee who is a parent, guardian, or person standing in loco parentis (in place of the parent) may take up to four hours of unpaid leave annually to involve him or herself in school activities of his or her child(ren). This leave is subject to the three following conditions:

- 1) The leave must be taken at a time mutually agreed upon by the employee and the County;
- 2) The County may require the employee to request the leave in writing at least 48 hours prior to the time of the desired leave; and
- 3) The County may require written verification from the child's school that the employee was involved at the school during the leave time.

Paid leave (vacation time) taken by an employee to attend to school activities of his or her child shall count toward the fulfillment of this provision by the County.

Section 24. Adverse Weather Conditions

County offices and departments shall remain open for the full scheduled work day unless authorization for early closing or other deviation is received from the County Manager or his designate. Employees scheduled to work during an authorized official closing will be given full credit for all their work hours scheduled but missed during the period covered by the authorized official closing or other deviation. Employees who leave work before an official early closing time, as well as those employees who report to work late or who do not report to work at all, will be required to use earned vacation for this unauthorized missed time. Also, any employee who has leave time approved prior to the issuance of an authorized early closing or other deviation will be required to honor the approved leave time.

The County Manager or his designate may authorize the closing or deviation for all or part of the County offices. Any closing or deviation shall be applicable uniformly to all County offices unless otherwise specified in the announcement from the County Manager or his designate. The County Manager or his designate may authorize closings or deviations different for one office or department than for other offices or departments. *Depending on the nature of the adverse weather, the County Manager may designate certain County employee's essential and request that they report to work as directed. Those employees will be issued compensatory time at a rate of hour for hour. Modified work schedules do not apply to public safety employees, i.e. Sheriff's Department.*

Section 25 – Shared Leave (Approved 7/1/04)

Voluntary Shared Leave

A. PURPOSE

There are occurrences brought about by serious and prolonged medical conditions that cause employees to exhaust all available leave, and therefore, be placed on leave without pay. Such employees forced to go on leave without pay could be without income during one of the most critical points in their lives. It is recognized that fellow employees may wish to voluntarily donate some of their accumulated vacation leave so as to provide assistance to other Camden County employees. This program intends to provide an opportunity for employees to assist another affected by a medical condition that requires absence from work for a prolonged period of time resulting in possible loss of income due to lack of accumulated leave.

B. POLICY

In cases of prolonged medical condition, an employee may apply or be nominated to become a recipient of leave transferred from the vacation leave accounts of unrelated employees working for Camden County or from the sick or vacation account of an immediate family member who works for Camden County. For purposes of this program, medical condition means the medical condition of an employee or their spouse, parents, children or other dependents, including step and in-law relationships, that is likely to require an employee's absence from duty for a prolonged period, generally considered to be at least twenty (20) consecutive workdays. If an employee has had previous random absences for the same condition that has caused excessive absences, or if the employee has had a previous, but different, prolonged medical condition within the last twelve months, the County may make an exception to the 20-day period.

C. GENERAL GUIDELINES

1. Establishment of a leave "bank" for use by unnamed employees is expressly prohibited. Leave must be donated on a one-to-one personal basis.
2. This Policy does not apply to employees on worker's compensation leave.
3. Individual leave records are confidential and only individual employees may reveal their donation or receipt of leave. The employee donating leave must sign a release form and cannot receive remuneration for leave donated. All donations must be done on a voluntary basis. Solicitation on the part of Department Heads or supervisors is prohibited. No employee shall directly or indirectly intimidate, threaten or coerce any other employee for the purpose of interfering with any right an employee may have in donating, receiving or using annual leave under this program. Such action by any employee will result in disciplinary action up to and including dismissal on the basis of personal conduct.
4. The Privacy Act makes medical information confidential; therefore, prior to making the employee's status public for the purpose of receiving shared leave, the employee must sign a release to allow the status to be known.
5. A committee composed of the Personnel Technician, the Department Head of the recipient employee, and one other randomly selected Department Head will make the final decision concerning eligibility to participate in the program. Participation in this program shall be based on the applicant's and donor's past compliance with leave rules.

D. ELIGIBILITY 7 APPLICATION

1. Applicant must be a regular, full or part-time employee who has completed his/her applicable introductory period.
2. AT the time of the request, applicant must have exhausted all sick, annual and compensatory leave; all leave balances must be zero.
3. Application should include name, social security number, department name, position title and a doctor's statement describing the medical condition and estimated length of time needed to participate in the program.
4. Applicant shall apply to the Department Head who shall forward the application to the Personnel Technician. After randomly selecting a third member for the review committee, the three-member committee will meet to review the merits of the request as well as the employee's past leave history and will make a decision concerning the applicant's eligibility to participate in the program. An employee may not file a grievance nor an employee appeal if his/her request to receive or to donate leave is denied.

E. RECIPIENT GUIDELINES

1. Participation in this program is limited to 1,040 hours (prorated if part-time), either continuously or, if for the same condition, on a recurring basis. The County Manager may, however, grant employee continuation in the program, month by month, for a maximum of 2,080 hours if the employee would otherwise have been granted leave without pay.
2. Subject to the maximum of 1,040 hours, the number of hours leave an employee can receive is limited to the projected recovery or treatment period. All donated leave will be credited to the recipient's sick leave account.
3. At the expiration of the medical condition any unused leave in the recipient's donated leave account shall be treated as follows:
 - a. The recipient's sick leave account balance shall be limited to a total of forty (40) hours.
 - b. Any additional unused donated leave will be returned to the donor(s) on a pro rata basis and credited to the leave account from which it was donated.
4. If a recipient separates due to resignation, death or retirement from Camden County, his/her participation in the program will end. Donated leave shall be returned to the donor(s) on a pro rata basis.

F. DONOR GUIDELINES

1. A non-family member donor may contribute only vacation leave to another employee.
2. A family member who is a County employee may contribute vacation or sick leave to another immediate family member who is a County employee. Immediate family is defined as spouse, parents, children, brother, sister, grandparents and grandchildren, great grandparents and great grandchildren. Also included are the step, half and in-law relationships.
3. The minimum amount to be donated is four (4) hours.
4. An employee family member donating sick leave to a qualified family under this program may donate up to a maximum of 1,040 hours but may not reduce their own sick leave balance below forty (40) hours.
5. The maximum amount of vacation leave allowed to be donated by one individual can be no more than the amount he/she could earn in one year; however, the amount donated may not reduce the donor's vacation leave balance below one-half of the amount he/she could earn in one year.
6. All donations must be in writing and must be signed by the donating employee. The employee receiving the leave must be named and the amount and type of leave donated must be specified.
7. Once a donation is made it cannot be retracted by the donor.

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

Item Number: 7.G

Consent Agenda

Meeting Date: June 15, 2015
Attachments: 1 (1 Page)
Submitted By: Clerk to the Board

ITEM TITLE: Ordinance No. 2015-06-01
14th Supplement

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

SUMMARY:

Ordinance adopting supplement number 14 to the Camden County Code of Ordinances from American Legal

RECOMMENDATION:

Approve Request

ORDINANCE No. 2015-06-01

AN ORDINANCE ENACTING AND ADOPTING A SUPPLEMENT TO THE CODE OF ORDINANCES FOR CAMDEN COUNTY, AND DECLARING AN EMERGENCY.

WHEREAS, American Legal Publishing Corporation of Cincinnati, Ohio, has completed the 14th supplement to the Code of Ordinances of the Political Subdivision, which supplement contains all ordinances of a general and permanent nature enacted since the prior supplement to the Code of Ordinances of this Political Subdivision; and

WHEREAS, American Legal Publishing Corporation has recommended the revision or addition of certain sections of the Code of Ordinances which are based on or make reference to sections of the NC code; and

WHEREAS, it is the intent of the Legislative Authority to accept these updated sections in accordance with the changes of the law of the State of NC: and

WHEREAS, it is necessary to provide for the usual daily operation of the municipality and for the immediate preservation of the public peace, health, safety and general welfare of the municipality that this ordinance take effect at an early date;

NOW, THEREFORE, BE IT ORDAINED BY THE LEGISLATIVE AUTHORITY OF THE POLITICAL SUBDIVISION OF CAMDEN COUNTY:

- Section 1 That the 14th supplement to the Code of Ordinances of the Political Subdivision as submitted by American Legal Publishing Corporation of Cincinnati, Ohio, and as attached hereto, be and the same is hereby adopted by reference as if set out in its entirety.
- Section 2 Such supplement shall be deemed published as of the day of its adoption and approval by the Legislative Authority and the Clerk of the Political Subdivision is hereby authorized and ordered to insert such supplement into the copy of the Code of Ordinances kept on file in the Office of the Clerk.
- Section 3 This ordinance is declared to be an emergency measure necessary for the immediate preservation of the peace, health, safety and general welfare of the people of this municipality, and shall take effect at the earliest date provided by law.

PASSED AND ADOPTED by the Legislative Authority of the Political Subdivision on this 15th day of June, 2015.

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

Item Number: 7.H

Meeting Date: June 15, 2015
Attachments: Findings/Planning Board Recommendation
Submitted By: Planning Department

ITEM TITLE: Set Public Hearing - Ordinance No. 2015-06-03 - Proposed amendments to Chapter 151 (Unified Development Ordinance) of the Camden County Code Ordinances

SUMMARY:

Proposed amendments to additional Specific Standards (Article 151.347) for Solar Farms and amendments to Floodplain Management language (Article 151.380 thru 151.387)

RECOMMENDATION:

Set Public Hearing for Monday, July 6, 2015

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

Ordinance No. 2015-06-03

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

Camden County, North Carolina

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

Article I: Purpose

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

Article II. Construction

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

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

CHAPTER 151: UNIFIED DEVELOPMENT

§ 151.347 SPECIFIC STANDARDS.

(V) The following standards shall apply to all solar farms located in Camden County:

- (1) The minimum lot size for all solar farms shall be five acres.
- (2) All structures shall meet the minimum setback for the zoning in which located.
- (3) There shall be 50 foot buffer from routine view from public rights of way or adjacent residentially zoned property.
- (4) Solar power electric generation structures shall not exceed a height of 25 feet.
- (5) The solar farm shall conform to the NAICS 22119 description of a ground mounted solar powered energy system.

48 (6) The solar farm shall have 12 months to complete decommissioning of the solar
 49 facility if no electricity is generated for a continuous period of 12 months. For purposes of this
 50 section, this 12-month period shall not include delay resulting from force majeure.

51
 52 (7) Decommissioning shall include removal of solar panels, buildings, cabling, electrical
 53 components, roads, and any other associated facilities down to 36 inches below grade.

54
 55 (8) Applicant shall provide prior to approval of building permits, an irrevocable letter of
 56 credit in favor of the county in an amount equal to the estimated removal cost of the solar
 57 facility, less the salvage value of the equipment, which shall be issued by a federally chartered
 58 bank with a branch office in northeastern North Carolina at which the letter of credit may be
 59 drawn and paid in full in immediately available funds in the event the solar facility owner fails to
 60 decommission the solar facility pursuant to the requirements of this section.

61
 62 (9) Disturbed earth shall be graded and re-seeded, unless the landowner requests in
 63 writing that the access roads or other land surface areas not be restored.

64
 65 (6 10) Solar farms located within FEMA's 100 year flood shall elevate all electrical
 66 connections one foot above the base flood elevation (BFE).

67
 68 (7 11) All collectors shall be surrounded by a lockable minimum height six foot
 69 fence.

70
 71
 72 **§ 151.380 FLOOD DAMAGE PREVENTION.**

73
 74 **§ 151.382 GENERAL PROVISIONS.**

75
 76 (A) *Lands to which this subchapter applies.* This subchapter shall apply to all special flood
 77 hazard areas within the county.

78
 79 ~~(B) *Basis for establishing the special flood hazard areas.* The special flood hazard areas~~
 80 ~~are those identified by the Federal Emergency Management Agency (FEMA) or produced under~~
 81 ~~the Cooperating Technical State (CTS) agreement between the State of North Carolina and~~
 82 ~~FEMA in its Flood Hazard Boundary Map (FHBM) or Flood Insurance Study (FIS) and its~~
 83 ~~accompanying flood maps such as the Flood Insurance Rate Map(s) (FIRM) and/or the Flood~~
 84 ~~Boundary Floodway Map(s) (FBFM), for Camden County dated October 5, 2004, which, with~~
 85 ~~accompanying supporting data, and any revision thereto, including letters of map amendment or~~
 86 ~~revision, are adopted by reference and declared to be a part of this subchapter. The special flood~~
 87 ~~hazard areas also include those defined through standard engineering analysis for private~~
 88 ~~developments or by governmental agencies, but which have not yet been incorporated in the~~
 89 ~~FIRM. This includes, but is not limited to:~~

90
 91 ~~———— (1) Detailed flood data generated as a requirement of § 151.383 of this subchapter;~~

92
 93 ~~———— (2) Preliminary FIRMs where more stringent than the effective FIRM; or~~

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—————(3) ~~Post-disaster flood recovery maps.~~

(C) *Establishment of Floodplain Development Permit.* A Floodplain Development Permit shall be required in conformance with the provisions of this subchapter prior to the commencement of any development activities within special flood hazard areas as determined in § 151.382(B).

§ 151.384 GENERAL STANDARDS.

(B) *Specific standards.* In all Special Flood Hazard Areas where Base Flood Elevation (BFE) data has been provided, as set forth in § 151.382(B), or § 151.383, the following provisions are required:

(1) *Residential construction.* New construction or substantial improvement of any residential structure (including manufactured homes) shall have the reference level, including basement, elevated no lower than the regulatory flood protection elevation, as defined in § 151.600, Definitions.

(2) *Non-residential construction.* New construction or substantial improvement of any commercial; or industrial, ~~or other non-residential~~ structure shall have the reference level, including basement, elevated no lower than the regulatory flood protection elevation. Structures located in A and AE Zones may be floodproofed to the regulatory flood protection elevation in lieu of elevation provided that all areas of the structure below the required flood protection elevation are watertight with walls substantially impermeable to the passage of water, using structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effect of buoyancy. A registered professional engineer or architect shall certify that the standards of this subsection are satisfied. Such certification shall be provided to the official as set forth in § 151.383(B)(3).

(3) *Manufactured homes.*

(a) New or replacement manufactured homes shall be elevated so that the reference level of the manufactured home is no lower than the regulatory flood protection elevation, as defined in § 151.600, Definitions.

(b) Manufactured homes shall be securely anchored to an adequately anchored foundation to resist flotation, collapse, and lateral movement in accordance with the State of North Carolina Regulations for Manufactured/Mobile Homes, 1995 Edition, and any revision thereto adopted by the Commissioner of Insurance pursuant to G.S. § 143-143.15 or a certified engineered foundation. Additionally, when the elevation would be met by an elevation of the chassis 36 inches or less above the grade at the site, the chassis shall be supported by reinforced piers or other foundation elements of at least equivalent strength. When the elevation of the chassis is above 36 inches in height, an engineering certification is required.

140 (c) All foundation enclosures or skirting shall be in accordance with §
141 151.383(B)(4).

142

143 (d) An evacuation plan must be developed for evacuation of all residents of all
144 new, substantially improved or substantially damaged manufactured home parks or subdivisions
145 located within flood prone areas. This plan shall be filed with and approved by the Floodplain
146 Administrator and the local emergency management coordinator.

147

148 (4) *Elevated buildings.* Enclosed areas, of new construction or substantially improved
149 structures, which are below the regulatory flood protection.

150

151 (a) Shall not be designed or used for human habitation, but shall only be designed
152 and used for parking of vehicles, building access, or limited storage of maintenance equipment
153 used in connection with the premises. Access to the enclosed area shall be the minimum
154 necessary to allow for parking of vehicles (garage door) or limited storage of maintenance
155 equipment (standard exterior door), or entry to the living area (stairway or elevator). The interior
156 portion of such enclosed area shall not be partitioned or finished into separate rooms, except to
157 enclose storage areas;

158

159 (b) Shall be constructed entirely of flood resistant materials below the regulatory
160 flood protection elevation;

161

162 (c) Shall include measures to automatically equalize hydrostatic flood forces on
163 exterior walls by allowing for the entry and exit of floodwaters. To meet this requirement, the
164 foundation must either be certified by a professional engineer or architect or meet the following
165 minimum design criteria:

166

167 1. Provide a minimum of two openings on different sides of each enclosed
168 area subject to flooding;

169

170 2. The total net area of all openings must be at least one square inch for each
171 square foot of each enclosed area subject to flooding;

172

173 3. If a building has more than one enclosed area, each area must have
174 openings on exterior walls to allow floodwater to enter directly;

175

176 4. The bottom of all required openings shall be no higher than one foot above
177 the adjacent grade;

178

179 5. Openings may be equipped with screens, louvers, or other opening
180 coverings or devices, provided they permit the automatic flow of floodwaters in both directions.

181

182 6. Foundation enclosures:

183

184 a. Made of vinyl or other flexible skirting are not considered an
185 enclosure for regulatory purposes, and, therefore, does not require openings.

186
187 b. Made of masonry or wood underpinning, regardless of structural
188 status, are considered an enclosure and therefore require openings as outlined above.

189
190 (5) *Additions/improvements.*

191
192 (a) Additions and/or improvements to pre-FIRM structures whereas the addition
193 and/or improvements in combination with any interior modifications to the existing structure:

194
195 1. Are not a substantial improvement, the addition and/or improvements
196 must be designed to minimize flood damages and must not be any more non-conforming than the
197 existing structure.

198
199 2. Are a substantial improvement, both the existing structure and the addition
200 and/or improvements must comply with the standards for new construction.

201
202 (b) Additions to post-FIRM structures with no modifications to the existing
203 structure shall require only the addition to comply with the standards for new construction.

204
205 (c) Additions and/or improvements to post-FIRM structures whereas the addition
206 and/or improvements in combination with any interior modifications to the existing structure:

207
208 1. Are not a substantial improvement, the addition and/or improvements only
209 must comply with the standards for new construction.

210
211 2. Are a substantial improvement, both the existing structure and the addition
212 and/or improvements must comply with the standards for new construction.

213
214 (d) Where a fire wall or independent perimeter load-bearing wall is provided
215 between the addition and the existing building, the addition(s) shall be considered a separate
216 building and only the addition must comply with the standards for new construction.

217
218 (6) *Recreational vehicles.* Recreational vehicles placed on sites within a Special Flood
219 Hazard Area shall either:

220
221 (a) Be on site for fewer than 180 consecutive days and be fully licensed and ready
222 for highway use (a recreational vehicle is ready for highway use if it is on its wheels or jacking
223 system, is attached to the site only by quick disconnect type utilities and has no permanently
224 attached additions); or

225
226 (b) Meet all the requirements for new construction, including anchoring and
227 elevation requirements of § 151.383(B) and § 151.384(A) and (B)(3).

228
229 (7) *Temporary non-residential structures.* Prior to the issuance of a floodplain
230 development permit for a temporary structure, applicants must submit to the Floodplain
231 Administrator a plan for the removal of such structure(s) in the event of a hurricane, flash flood

232 or other type of flood warning notification. The following information shall be submitted in
233 writing to the Floodplain Administrator for review and written approval:

234

235 (a) A specified time period for which the temporary use will be permitted. Time
236 specified should be minimal with total time on site not to exceed one year;

237

238 (b) The name, address, and phone number of the individual responsible for the
239 removal of the temporary structure;

240

241 (c) The time frame prior to the event at which a structure will be removed (i. e.
242 minimum of 72 hours before landfall of a hurricane or immediately upon flood warning
243 notification);

244

245 (d) A copy of the contract or other suitable instrument with a trucking company to
246 insure the availability of removal equipment when needed; and

247

248 (e) Designation, accompanied by documentation of a location outside the Special
249 Flood Hazard Area, to which the temporary structure will be moved.

250

251 (8) *Accessory structures.* When accessory structures (sheds, detached garages, etc.) are
252 to be placed within a Special Flood Hazard Area, the following criteria shall be met:

253

254 (a) Accessory structures shall not be used for human habitation (including work,
255 sleeping, living, cooking or restroom areas);

256

257 (b) Accessory structures shall be designed to have low flood damage potential;

258

259 (c) Accessory structures shall be constructed and placed on the building site so as
260 to offer the minimum resistance to the flow of floodwaters;

261

262 (d) Accessory structures shall be firmly anchored in accordance with this
263 subchapter or by bolting the building to a concrete slab or by over the top ties. When bolting to a
264 concrete slab, one-half inch bolts six feet on center with a minimum of two per side shall be
265 required. If over the top ties are used a minimum of two ties with a force adequate to secure the
266 building is required; and

267

268 (e) All service facilities such as electrical and heating equipment shall be installed
269 in accordance with § 151.384(A)(4); and

270

271 (f) Openings to relieve hydrostatic pressure during a flood shall be provided
272 below regulatory flood protection elevation in conformance with § 151.384(B)(4)(a).

273

274 (g) An accessory structure with a footprint less than ~~150~~ 1000 square feet that
275 satisfies the criteria outlined above, Structures less than 150 square feet that satisfy the criteria
276 above does not require an elevation or floodproofing certificate. Elevation or floodproofing
277 certifications are required for all other accessory structures in accordance with §151.383(B)(3).

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Adopted by the Board of Commissioners for the County of Camden this of , 2015.

County of Camden

P. Michael McLain, Chairman
Board of Commissioners

ATTEST:

Angie Wooten
Acting Clerk to the Board

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

Item Number: 7.G

Consent Agenda

Meeting Date: June 15th, 2015

Attachments:

Submitted By: Finance Dept.

ITEM TITLE: GovDeals – Bid Results

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

SUMMARY:

1998 Ford F-150 XL

RECOMMENDATION:

FOR COUNTY COMMISSIONERS' APPROVAL

[Print](#) - [Close](#)

GovDeals Seller's Certificate: 42-0610150909-1989

Congratulations, Camden County, NC has sold another item on the GovDeals Auction Services.

BUYER (#263810)		SELLER (#1989)	
Name:	lewis edwards	Agency:	Camden County, NC
Company:	Double Creek LLC	Contact:	Sandra Jones
Title To:	Double Creek LLC	Phone:	252-335-4691 ext. 260
Phone:	336-403-3767	Fax:	252-333-1603
Email:	double.creek@hotmail.com	Email:	sjones@camdencountync.gov
Address:	478 Double Creek Rd Dobson, NC 27017	Address:	330 US Highway 158 E Camden, NC 27921-7525

ITEM INFORMATION FOR ASSET ID: 42			
Item:	1998 Ford F-150 XL Reg. Cab Short Bed 2WD		
Pick Up Location:	330 Us Highway 158 E, Camden, NC 27921-7525		
Inventory ID:	0036	Account ID:	1989
Condition:	See Description	Quantity:	1 each
Make/Brand:	Ford	Model:	F-150
VIN/Serial:	1FTZF1761WNC27716	Model Year:	1998
Meter:	183,950 Miles	Title Restrictions:	No

Date	Item		Amount
06/10/2015 9:09 AM	1998 Ford F-150 XL Reg. Cab Short Bed 2WD		\$1,075.00
	Tax	None	\$0.00
	Administrative Fee		\$80.62
		Total	\$1,155.62

Payment Instructions:

Payment in full is due not later than 5 business days from the time and date of the Buyer's Certificate and approval by the Board of County Commissioners. Acceptable

forms of payment are: U. S. Currency, Certified Cashiers Check, Money Order, or a Company Check (with Bank Letter guaranteeing funds – mandatory) Checks shall be made payable to: County of Camden

Removal Instructions:

Removal: All items must be removed within 10 business days from the time and date of issuance of the Buyer's Certificate. The Buyer will make all arrangements and perform all work necessary, including packing, loading and transportation of the property.

Property may be removed by appointment only. Please contact Sandra Jones at 252-338-6363 x108 or sjones@camdencountync.gov to schedule payment & removal. A daily storage fee of \$10.00 may be charged for any item not removed within the 10 business days allowed and stated on the Buyer's Certificate.

Special Instructions:

Camden County reserves the right to reject any and all bids and to withdraw from sale any of the items listed.

The Camden County Board of Commissioners must approve sale of all items prior to being released.

NOTICE: If you are the winning bidder and default by failing to adhere to this sellers terms and conditions your account with GovDeals WILL BE LOCKED.

Guaranty Waiver. All property is offered for sale "AS IS, WHERE IS." (Seller) makes no warranty, guaranty or representation of any kind, expressed or implied, as to the merchantability or fitness for any purpose of the property offered for sale. Please note that upon removal of the property, all sales are final.

Description Warranty. Seller warrants to the Buyer that the property offered for sale will conform to its description. Any claim for misdescription must be made prior to removal of the property. If Seller confirms that the property does not conform to the description, Seller will keep the property and refund any money paid. The liability of the seller shall not exceed the actual purchase price of the property.

Description:

1998 Ford F-150 XL Reg. Cab Short Bed 2WD REGULAR CAB PICKUP 2-DR, 4.6L V8 SOHC 16 This 1998 Ford F150 has gray cloth interior, which is in fair condition. The exterior is white with some dents, scratches and dings. It has a factory installed AM/FM radio.



Camden County, NC

Sandra Jones

Log Out
 (Logout.cfm) (https://oscar.govdeals.com/webim/client.php? timeout in 59:52 locale=en&style=simplicity&group=1)



Bid History

Auction Start Date: 05/21/2015 10:00 AM
 Auction End Date: 06/10/2015 9:09 AM
 Asset ID: 42

Userid	Bid Date/Time	Bid Amount
l*****s	06/10/2015 9:05:28 AM	\$1,075.00
j*****m	06/10/2015 9:05:28 AM	\$1,050.00
l*****s	06/10/2015 9:01:13 AM	\$1,025.00
j*****m	06/10/2015 9:01:13 AM	\$1,000.00
l*****s	06/10/2015 8:57:50 AM	\$975.00
j*****m	06/10/2015 8:25:51 AM	\$950.00
m****c	06/10/2015 12:55:15 AM	\$925.00
j*****m	06/09/2015 7:53:48 AM	\$900.00
h*****n	06/09/2015 7:53:48 AM	\$878.04
j*****m	05/28/2015 8:07:36 AM	\$825.00
d*****e	05/25/2015 2:55:07 AM	\$800.00
s*****m	05/25/2015 2:55:07 AM	\$775.00
d*****e	05/24/2015 8:52:43 AM	\$750.00
d*****1	05/23/2015 11:01:56 AM	\$725.00
l*****s	05/23/2015 11:01:56 AM	\$700.00
l*****s	05/22/2015 3:47:21 PM	\$625.00
d*****e	05/22/2015 3:47:21 PM	\$600.00
d*****e	05/21/2015 12:05:02 PM	\$525.00
d*****1	05/21/2015 11:45:07 AM	\$500.00

For Support, contact your CSR: John Miller (mailto:jmiller@govdeals.com) (919-971-6086) or call 1-800-613-0156 from 9 am - 6 pm ET or email Support (mailto:clientservices@govdeals.com).

Site Map (index.cfm? fa=Main.SiteMap)

Acct ID: 1989 - P17

Camden County Sheriff's Office Monthly Stats

May-15

Sheriff Tony Perry

Date		Property Crimes	Breaking & Entering	Larceny	Crimes Against Persons	Animal Control Calls	Assaults	Mental Commit.	Drug Arrests
Current:	15-May	1	3	9	2	40	2	5	1
Last Month:	15-Apr	3	1	3	7	35	2	2	1
Last Year:	14-May	3	4	3	6	49	1	1	2
Traffic Offense	Other Arrest	Juvenile Arrest	Total Arrest	Reports	Papers Served	Armed Robbery	Calls Answered	Building Checks	Avg. Jail Population
124	8	0	133	208	90	0	882	301	
79	63	0	143	189	121	0	869	374	0
45	11	0	58	96	89	3	941	334	0

Calls Answered:	882
Average:	28.4

Calls for Service 2015:	4003
Calls for Service 2014:	9876
Calls for Service 2013:	12335

Trainings

NONE

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

Item Number: 7.J
Consent Agenda
Meeting Date: June 15, 2015
Attachments: 1 (1 Page)
Submitted By: County Manager

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

ITEM TITLE: Set Public Hearing Date – Camden Towne Center
Water and Sewer Betterments

SUMMARY:

Set Public Hearing Date for July 6th, 2015

RECOMMENDATION:

Set Public Hearing Date for July 6th, 2015

Camden County Sheriff's Office Monthly Stats

May-15

Sheriff Tony Perry

Date		Property Crimes	Breaking & Entering	Larceny	Crimes Against Persons	Animal Control Calls	Assaults	Mental Commit.	Drug Arrests
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124	8	0	133	208	90	0	882	301	
79	63	0	143	189	121	0	869	374	0
45	11	0	58	96	89	3	941	334	0

Calls Answered:	882
Average:	28.4

Calls for Service 2015:	4003
Calls for Service 2014:	9876
Calls for Service 2013:	12335

Trainings

NONE

Tammie Krauss
Register of Deeds

Account Balance Report
 From 5/1/2015 Through 5/31/2015

Camden, NC
 P. O. Box 190
 Camden, NC 27921
 (252) 331-4851

Account Number	Account Description	Cash/Check/Change	Charge	Other Pay Method	Total
01-06	State Treasurer Fund	\$514.60	\$0.00	\$0.00	\$514.60
01-07	Excise Stamps	\$9,951.00	\$0.00	\$0.00	\$9,951.00
01-09	Retirement Fund	\$70.97	\$0.00	\$0.00	\$70.97
01-10	Additional Index	\$0.00	\$0.00	\$0.00	\$0.00
01-11	Automation Fund	\$466.25	\$0.00	\$0.00	\$466.25
88-88	Credit On Account	\$0.00	\$0.00	\$0.00	\$0.00
03-01	Copies	\$49.85	\$0.00	\$0.00	\$49.85
03-02	Certified Copies	\$4.43	\$0.00	\$0.00	\$4.43
03-03	Fax	\$0.00	\$0.00	\$0.00	\$0.00
03-04	Laminations	\$0.00	\$0.00	\$0.00	\$0.00
	***** Account Group COPIES Total *****	\$54.28	\$0.00	\$0.00	\$54.28
04-01	Notary Oaths	\$26.58	\$0.00	\$0.00	\$26.58
	***** Account Group MISCELLANEOUS Total *****	\$26.58	\$0.00	\$0.00	\$26.58
01-01	Recording Fees	\$2,726.07	\$0.00	\$0.00	\$2,726.07
01-02	Non Standard Fees	\$0.00	\$0.00	\$0.00	\$0.00
01-03	Probate	\$0.00	\$0.00	\$0.00	\$0.00
01-04	Cultural Resources	\$0.00	\$0.00	\$0.00	\$0.00
01-05	Floodplain Mapping	\$0.00	\$0.00	\$0.00	\$0.00
01-08	Uccs	\$147.16	\$0.00	\$0.00	\$147.16
	***** Account Group RECORDINGS Total *****	\$2,873.23	\$0.00	\$0.00	\$2,873.23
02-01	County Marriages	\$265.92	\$0.00	\$0.00	\$265.92
02-02	Domestic Violence Fund	\$360.00	\$0.00	\$0.00	\$360.00
02-03	Childrens Trust Fund	\$60.00	\$0.00	\$0.00	\$60.00
02-04	Vital Certificates	\$505.02	\$0.00	\$0.00	\$505.02
02-05	Legitimations	\$0.00	\$0.00	\$0.00	\$0.00
	***** Account Group VITALS Total *****	\$1,190.94	\$0.00	\$0.00	\$1,190.94
	Final Totals :	\$15,147.85	\$0.00	\$0.00	\$15,147.85

Account Number	Account Description	Cash/Check/Change	Charge	Other Pay Method	Total
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Counts/Totals From 5/1/2015 Through 5/31/2015

Cash Total :	\$1,015.80 +
Check Total :	\$14,245.15 +
Other Pay Total:	\$0.00 +
Change Total :	\$113.10 -
<hr/>	
Subtotal :	\$15,147.85
Charge Total :	\$0.00 +
<hr/>	
Grand Total :	\$15,147.85

Number of Cash Payments :	82
Number of Check Payments :	80
Number of Change Payments :	10
Number of Charge Payments :	0
Number of Other Payments :	0
<hr/>	
Number of Receipts :	158
Number of Voids :	0

Charge Information	
Open Item Information	
Number of Payments on Account :	0
Total Paid on Account :	\$0.00



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

PAT MCCRORY
GOVERNOR

ANTHONY J. TATA
SECRETARY

June 8, 2015

Ms. Lisa Barry
122 Taylors Court
Camden, NC 27921

County: Camden

Subject: Addition of Road in Taylors Beach Landing
SR 1183 Taylors Court

Dear Ms. Barry,

Your name was listed as the contact person on the above petition for State Maintenance, and we are pleased to inform you that the above road has been approved for addition to the State Highway System. This addition was approved by the North Carolina Board of Transportation at the Board Meeting of May 7, 2015.

Of course it will be impossible to notify all of the petitioners regarding the addition of this road, and I would personally appreciate it if you would tell the interested persons for me. Division of Highways field forces will begin maintaining this road just as soon as it can be worked into their schedule. Any improvement programmed for this road must be accomplished within the needs for existing State Maintained Roads located in this county.

Sincerely,

A handwritten signature in black ink, appearing to read "Randy W. Midgett".

Randy W. Midgett, PE
District Field Engineer

Attachments

Cc: M.K. Fearing
J.D. Jennings, PE
R.K. Sawyer, PE
Mike Renshaw, Camden County Manager
Melvin Hawkins, Camden Schools



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

PATRICK MCCRORY
GOVERNOR

Thursday, May 21, 2015

ANTHONY TATA
SECRETARY

MEMORANDUM TO: Mr. J.D. Jennings, PE (acting)
Division Engineer
Division 1

FROM: John C. Farley, Manager
Geographic Information Systems Unit

SUBJECT: 2015 District 1 Road System Changes

The Data Conversion Group has been authorized to make the following changes to the state road system as indicated below. We request that you make similar changes to the related maps and files in your Division and District offices, and install appropriate road number signs if necessary. We have updated our records accordingly. If our system changes do not conform to the actual conditions in the field, please return this memorandum with recommendations.

PETITION	County	Approval Date
CAMDEN_2015_05_50767	CAMDEN	5/7/2015

Inquiries about changes should be referred to the GIS Help Desk at GISHelp@ncdot.gov. Thank you for your assistance.

JCF

cc: BSIP
Bridge Maintenance
Division Right of Way
IMG
Pavement Management
Permit Unit
State Road Maintenance
Traffic Engineering
Traffic Surveys

MAILING ADDRESS:
NC DEPARTMENT OF TRANSPORTATION
GEOGRAPHIC INFORMATION SYSTEMS
1521 MAIL SERVICE CENTER
RALEIGH, NC 27699-1521



DELIVERY ADDRESS:
4101 CAPITAL BLVD.
RALEIGH, NC 27604
FAX: (919) 707-2214

2015 ROAD SYSTEM CHANGES

PETITION	COUNTY	APPROVAL DATE	ROUTE NUMBER	PORTION REASSIGNED	STREET NAME	LENGTH (miles)	TYPE OF CHANGE	REMARKS (See Attached Map)
CAMDEN_2015_05_50767	CAMDEN	5/7/2015	SR 1183		TAYLORS CT	0.20	SYSTEM ADDITION VIA PETITION	



Bob Woodard, Sr.
Board Chair

Cathy Davison, ICMA-CM
Executive Director

June 11, 2015

Mr. Michael Renshaw, County Manager
Camden County, North Carolina
P.O. Box 190
Camden, North Carolina 27921

**Re: Letter of Support for the Economic Development Administration Infrastructure Grant
Courthouse Wastewater Treatment Plant**

Dear Mr. Renshaw,

It is with pride that the Albemarle Commission supports Camden County's commercial development with the Courthouse Wastewater Treatment Plant project. The development of the Courthouse Wastewater Treatment Plant will provide sewer service to support new commercial development within Camden County which will reduce the need for its residents to travel out of the County for basic services, as well as to provide a new employment basis for County residents.

Further, the project is supported by the Regional Comprehensive Economic Development Strategy (CEDS). Two of the goals within the CEDS are (1) to establish and maintain a robust regional infrastructure and (2) to revitalize and create vibrant communities; with the development of the Courthouse Wastewater Treatment Plant that will support the new commercial development in Camden County these two goals are met.

As always, should you need any economic development assistance, please do not hesitate to contact the Albemarle Commission as we are the regional office for economic development as supported by the Economic Development Administration.

Very truly yours,

Cathy Davison, ICMA-CM
Executive Director

512 South Church Street P.O. Box 646 Hertford, NC 27944 Phone: 252-426-5753 Fax: 252-426-8482 www.albemarlecommission.org

Proudly serving Northeastern NC Counties and Municipalities: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, Washington, Columbia, Creswell, Duck, Edenton, Elizabeth City, Gatesville, Hertford, Kill Devil Hills, Kitty Hawk, Manteo, Nags Head, Plymouth, Roper, Southern Shores, and Winfall

Mike Renshaw

From: Kevin Leonard <kevin.leonard@ncacc.org>
Sent: Wednesday, June 10, 2015 6:06 PM
To: Commissioners
Cc: County Managers; NCACC-Legislative; Amy Bason; Elizabeth Floyd; Johanna Reese; Kevin Leonard; Michael Kelly; Patrice C. Roesler
Subject: Sales Tax Distribution Proposal Update

Dear County Commissioners,

I hope this message finds you well.

I am writing to update you on developments about the NC Senate's plans to redistribute sales tax across our North Carolina Counties.

Earlier today, Senator Harry Brown (Jones, Onslow) shared with us the Senate's revised proposal to redistribute sales tax.

I am happy to report that your voices were heard – during our conversation with Senator Brown, he confirmed that the proposal no longer converts the county sales tax to a statewide sales tax. It keeps the tax as county-levied, thereby ensuring counties maintain long-term local control and fiscal security. Congratulations on positively and significantly impacting this legislation. Your role in this discussion cannot be underestimated. As you have heard time and again, you are our best advocates and today's development is an example of how crucial it is that our legislators hear from you.

In brief, the new proposal has complex moving parts about sales tax reform (which would expand the base and create new revenues), grants counties some new county levied taxing authority by referendum, and reconfigures the sales tax distribution based on an 80% per capita and 20% point of sale delivery model. This redistribution would be phased in over five years. The bill also includes economic development investments as well as corporate and personal income tax reductions.

Obviously, we are still digesting the revised proposal and will send additional analysis tomorrow. ([Click here to access the revised bill language and supporting documents released today.](#)) In the meantime, we wanted to make you aware of this development and please feel free to share any observations, questions and/or concerns.

Thank you.

Kevin



Kevin G. Leonard
Executive Director
N.C. Association of County Commissioners
Phone (919) 715-4369 | Fax (919) 733-1065
www.ncacc.org



**Senate Proposal to Modify Local Option Sales Tax Distribution Formula:
Camden County**

	FY 2013-14	FY 2013-14		FY 2014-15	FY 2015-16	
	General Fund (GF) Revenue	Sales Tax Distribution		Projected	Projected	
		\$	As % of GF		Current Law	Senate Plan
Camden Co.	16,804,395	1,377,953	8%	1,432,296	1,483,073	1,513,273
Elizabeth City *		8,706		9,007	9,325	9,515

* Jurisdiction spans multiple counties.

FY 2016-17

	Current Law (All Articles)	SENATE PROPOSAL: 40% Per Capita; 60% Point of Collection			Potential Add'l Under Sen. Plan	Total Potential Revenue	Change From Current Law to Total Potential Revenue	
		Art. 39, 40, 42 2¢	Other Levied Articles	Subtotal				
Camden Co.	1,529,532	1,809,752	-	1,809,752	273,507	2,083,259	553,726	36%
Elizabeth City *	9,659	10,952	-	10,952	-	10,952	1,293	13%

FY 2017-18

	Current Law (All Articles)	SENATE PROPOSAL: 55% Per Capita; 45% Point of Collection			Potential Add'l Under Sen. Plan	Total Potential Revenue	Change From Current Law to Total Potential Revenue	
		Art. 39, 40, 42 2¢	Other Levied Articles	Subtotal				
Camden Co.	1,583,086	2,115,899	-	2,115,899	283,079	2,398,978	815,892	52%
Elizabeth City *	9,997	12,405	-	12,405	-	12,405	2,408	24%

FY 2018-19

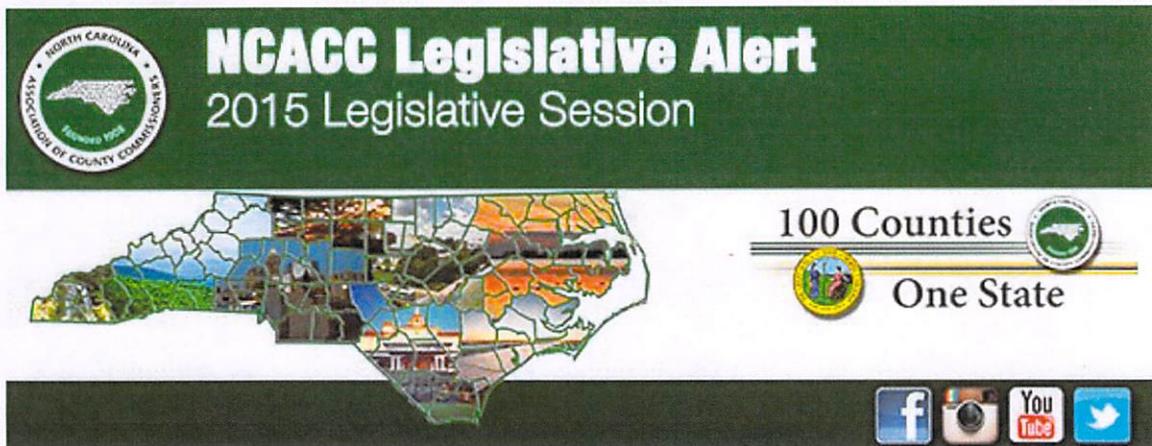
	Current Law (All Articles)	SENATE PROPOSAL: 70% Per Capita; 30% Point of Collection			Potential Add'l Under Sen. Plan	Total Potential Revenue	Change From Current Law to Total Potential Revenue	
		Art. 39, 40, 42 2¢	Other Levied Articles	Subtotal				
Camden Co.	1,638,664	2,443,905	-	2,443,905	292,987	2,736,892	1,098,227	67%
Elizabeth City *	10,348	13,956	-	13,956	-	13,956	3,608	35%

FY 2019-20

	Current Law (All Articles)	SENATE PROPOSAL: 80% Per Capita; 20% Point of Collection			Potential Add'l Under Sen. Plan	Total Potential Revenue	Change From Current Law to Total Potential Revenue	
		Art. 39, 40, 42 2¢	Other Levied Articles	Subtotal				
Camden Co.	1,696,214	2,710,699	-	2,710,699	303,242	3,013,941	1,317,727	78%
Elizabeth City *	10,711	15,247	-	15,247	-	15,247	4,536	42%

Angela Wooten

From: NCACC <listserv@civicplus.com>
Sent: Thursday, June 11, 2015 5:03 PM
To: awooten@camdencountync.gov
Subject: NCACC Legislative Alert - Senate sales tax proposal, questions remain



Senate Unveils Revised HB 117 Including Updated Sales Tax Distribution Plan, Questions Remain

The Senate on Wednesday unveiled comprehensive legislation that would make wide-ranging changes to the state's economic development incentives model, restructure how local sales taxes are distributed to counties, expands the sales tax base, reduces the amount of sales tax refunds that non-profits can receive, and provides additional sales tax authority to counties. Questions remain surrounding the issue of how the Medicaid hold harmless is treated. The NCACC is working to get more definitive answers on what could be expected, and will keep you informed on that front. You can access a detailed analysis of the legislation prepared by the NCACC by clicking [here](#). Below are some highlights.

It is clear that your voices were heard as the proposal no longer converts the county sales tax to a statewide sales tax. It keeps the tax as county-levied, thereby ensuring counties maintain long-term local control and fiscal security. Congratulations to all who contributed to positively and significantly impacting this legislation.

[H117](#) (NC Competes Act - Senate Commerce Committee PCS) **Highlights**

- **Economic Development** : Makes several modifications to the JDIG program, including extending the sunset to Jan. 1, 2018, creating a new Major Market Community for Wake, Mecklenburg and Durham counties and requires local government participation in Tier 3.
- **Sales tax base** : The bill expands the sales tax base to include more services. These changes are estimated to increase local sales tax revenues by \$49.7 million in 2015-16, rising to \$162.4 million by 2019-20.
- **Sales tax refunds** : The bill phases down the sales tax refund cap for non-profits from \$667 million worth of purchases in 2015-16 to \$15 million in 2020. This would generate additional sales tax revenues for the state and local governments.
- **Sales tax distribution** : The bill would shift the distribution of local sales taxes (Articles 39, 40 and 42) from 25% per capita/75% point of delivery to 80% per capita/20% point of delivery by Oct. 1, 2019 in a five-year phase down.

- **Local Sales Tax Options** : The bill grants to counties the authority to levy two quarter-cent sales taxes that can be used for education, transportation or any general public use. A referendum is required for either sales tax, and a county may only levy one quarter-cent sales tax at a time. The local sales tax rate is capped at 2.5%, except for Durham and Orange counties, which are already at 2.75%. They are capped at 2.75%. For counties that have already levied the Article 46 quarter-cent sales tax, they may only levy an additional quarter-cent sales tax.

For More Information

Click [here](#) to view the revised bill language and supporting documents released yesterday.

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