



**CARTERET COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
COMMISSIONERS' BOARDROOM
OCTOBER 19, 2020
6:00 P.M.**

- | | | |
|------|---|----------|
| I. | Meeting Called to Order/Pledge of Allegiance/Invocation | Chairman |
| II. | Conflict of Interest/Cell Phone Statement | Chairman |
| III. | Adoption of Agenda | Board |
| IV. | Consent Agenda | Board |
| | 1. Approval of September 21, 2020 Minutes | |
| | 2. Tax Releases and Refunds | |
| | a. Tax Releases Under \$100 | |
| | b. Tax Releases Over \$100 | |
| | c. Tax Refunds Under \$100 | |
| | d. Tax Refunds Over \$100 | |
| | e. Tax Collector's Monthly Report | |
| | f. NCVTS Motor Vehicle Refund Report | |
| | 3. Request to Accept Funding—Agreement Addendum 168, Maternal Health Innovation, and Approval of Corresponding Budget Amendment: \$7,500 | |
| | 4. Request to Accept Additional Funding—Agreement Addendum 415, WIC Breastfeeding Peer Counselor, and Approval of Corresponding Budget Amendment: \$5,000 | |
| | 5. Approval of \$210,000 Budget Amendment in Support of Bally's N.C. Department of Commerce Building Reuse Grant | |
| | 6. Approval of Resolution in Support of Cape Lookout National Seashore's Application for International Dark Sky Park Certification | |
| | 7. Request to Accept Additional Funding—Agreement Addendum 403 Revision 3, & Approval of Corresponding Budget Amendment: \$13,332 | |
| | 8. Approval of Acceptance of Federal CARES Act Funding & Approval of Corresponding Budget Amendment: \$74,008 | |
| | 9. Request to Accept Funding – Agreement Addendum #115 COVID-19 Infection Prevention Support & Approval of Corresponding Budget Amendment: \$97,153 | |
| | 10. Approval of the Revised Carteret County Aging Planning Board Bylaws | |

11. Approval to Accept Funding – Agreement Addendum #715, Immunization Action Plan & Approval of Corresponding Budget Amendment: \$11,323
12. Approval of Budget Amendment for the Sheriff's Department for SRO Funding: \$71,405
13. Approval for the County Manager to Execute the Contract with PDS Vista Systems for the Human Resources Information System
14. Approval of Memorandum of Agreement ("MOA") with the Coastal Federation to Construct and Maintain Trails on the Stroud Tract
15. Approval to Enter into Agreement and Vendor Setup Associated with a National Fish & Wildlife Foundation Grant Totaling \$1,513,500 for Two Proposed Living Shoreline Projects at Wainwright Slough and Carrot Island/East Taylor's Creek
16. Approval of Budget Amendment to Support the Governmental Accounting Standards Board Adoption of Standard 84 Fiduciary Activities: \$400,000
17. Approval to Accept a Grant from the North Carolina Office of Recovery & Resiliency for Hurricane Dorian Recovery, Approval for the Grant to be Executed, and Approval of Corresponding Budget Amendment: \$1,000,000
18. Approval of Budget Amendment to Appropriate Insurance Proceeds Received for Vehicle Repairs for Fire Marshal's Office: \$6,871.69
19. Approval of Resolution Honoring John Cooper Mason

- | | | |
|-------|--|-----------------------|
| V. | Acknowledging Employees with an October Birthday | Chairman Smith |
| VI. | Public Comment | |
| VII. | Presentation of Resolution Honoring John Cooper Mason | Commissioner Chadwick |
| VIII. | Introduction of the October Employee of the Month | Jaime Long |
| IX. | Request that the Peer Recovery Center be Placed Under the Umbrella of Hope Mission | Gene McLendon |
| X. | Public Hearing to Consider a Request to Rezone a County-Owned 69.47-Acre Property Located at 241 Morada Bay Drive, Newport from R-20 (Single-Family Residential District) to B-1 (General Business District) | Gene Foxworth |
| XI. | Accept/Reject Bid to Purchase County-Owned Land at 151 County Club Lane, Lot 30 and 31, Sea Gate Subdivision, Newport | Tommy Burns |

- | | |
|---|-------------|
| XII. Accept/Reject Bid to Purchase County-Owned Land at 136 Dolphin Way, Beaufort | Tommy Burns |
| XIII. Manager's Report | Tommy Burns |
| XIV. Appointments <ul style="list-style-type: none">• Aging Planning Board• Consolidated Human Services Board• Zoning Board of Adjustment | Board |
| XV. Commissioner Comments | Board |
| XVI. Closed Session Pursuant to N.C.G.S. 143-318.11 for the Permitted Purpose of Discussing (a) (1) Approval of September 21, 2020 Closed Session Minutes, (a) (3) Attorney-Client Privilege and (a) (5) Contract Negotiation | |
| XVII. Adjournment | |

CARTERET COUNTY
Board of Commissioners



Agenda Item
I.

Meeting Date:
19-Oct-20

Presenter:
Chairman Smith

ITEM TO BE CONSIDERED

Title: Meeting Called to Order/Pledge of Allegiance/Invocation

Brief Summary:

Pastor Manley Rose, Jr., of Refuge Fellowship Church in Harkers Island will provide the invocation.

If the Board of Commissioners approves of the agenda item as presented, the following motion(s) is (are) suggested:

BACKGROUND

Originating Department

Attachments:

Staff Contact:

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____

REVIEWED BY

County Manager _____
Clerk to the Board _____

County Attorney _____
ACM/Finance Director _____

CARTERET COUNTY
Board of Commissioners

Meeting Date:

19-Oct-20



Agenda
Item

II.

Presenter:

Chairman Smith

ITEM TO BE CONSIDERED

Title: Conflict of Interest Statement

Brief Summary:

The Chairman will call for any conflicts of interest, based on the following statement:

"In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid both conflicts of interest and appearances of conflict. Does any Board member have any known conflict of interest or appearance of conflict with respect to any matter coming before the Board this evening? If so, please identify the conflict and refrain from any undue participation in the particular matter involved."

The Chairman will also remind everyone to turn off their cell phones.

If the Board of Commissioners approves of the agenda item as presented, the following motion(s) is (are) suggested:

If Commissioners have a conflict of interest with any agenda items, they will make it known at this time. If so, The Board will need to vote to allow a Commissioner to recuse himself from voting on a particular matter.

BACKGROUND

Originating Department

Attachments:

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____

Staff Contact:

REVIEWED BY

County Manager _____
Clerk to the Board _____

County Attorney _____
ACM/Finance Director _____

CARTERET COUNTY
Board of Commissioners

Meeting Date:

19-Oct-20



Agenda
Item

III.

Presenter:

Chairman Smith

ITEM TO BE CONSIDERED

Title: Adoption of the Agenda

Brief Summary:

The Chairman will call for a motion to adopt the agenda as presented (or amended).

If the Board of Commissioners approves of the agenda item as presented, the following motion(s) is (are) suggested:

Motion to adopt the agenda as presented (or amended).

BACKGROUND

Originating Department

Attachments:

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____

Staff Contact:

REVIEWED BY

County Manager _____
Clerk to the Board _____

County Attorney _____
ACM/Finance Director _____

CARTERET COUNTY
Board of Commissioners

Meeting Date:

19-Oct-20



Agenda

Item

IV.

Presenter:

Chairman Smith

ITEM TO BE CONSIDERED

Title: Consent Agenda

Brief Summary:

See attached consent agenda items.

If the Board of Commissioners approves of the agenda item as presented, the following motion(s) is (are) suggested:

Motion to approve the consent agenda as presented (or amended).

BACKGROUND

Originating Department

County Manager's Office

Attachments:

1 Various Consent Agenda Items

2

3

4

5

Staff Contact:

Tommy Burns/Rachel Hammer

REVIEWED BY

County Manager

X

County Attorney

Clerk to the Board

X

ACM/Finance Director

X

IV. Consent Agenda

1. Approval of September 21, Minutes

**COUNTY OF CARTERET
BOARD OF COMMISSIONERS
REGULAR SESSION – 6:00 P.M.
COMMISSIONERS' BOARDROOM
SEPTEMBER 21, 2020**

The Honorable Carteret County Board of Commissioners sat in regular session on Monday, September 21, 2020 at 6:00 p.m. Present were: Chairman Bill Smith, Commissioners Robin Comer, Chris Chadwick, Bob Cavanaugh, Jimmy Farrington, Mark Mansfield, and Ed Wheatly.

I. MEETING CALLED TO ORDER/PLEDGE OF ALLEGIANCE/INVOCATION

Chairman Smith called the meeting to order. Pastor Terry McGinnis of Woodville Baptist Church in Beaufort, provided the invocation. All present recited the Pledge of Allegiance.

II. CONFLICT OF INTEREST/CELL PHONE STATEMENT

Chairman Smith called for any conflicts of interest by the Board and asked that all cell phones be turned off.

III. ADOPTION OF THE AGENDA

Commissioner Mansfield shared before the agenda is adopted, there were two late applications for the Morehead City ETJ appointments – Mr. Taylor Ricketts and Mr. Matthew Johnson, and he would like to add those to the list of proposed appointees.

Commissioner Mansfield requested that Mr. Rick Lanier with the U.S. Moto Action Committee be added to the regular agenda for a short presentation. Chairman Smith stated it would be added as item XIIIa.

Motion: Commissioner Comer made a motion to adopt the agenda as amended; seconded by Commissioner Cavanaugh. **Motion carried unanimously.**

The agenda was as follows:



**CARTERET COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
COMMISSIONERS' BOARDROOM
SEPTEMBER 21, 2020
6:00 P.M.**

- | | |
|--|----------|
| I. Meeting Called to Order/Pledge of Allegiance/Invocation | Chairman |
| II. Conflict of Interest/Cell Phone Statement | Chairman |

III. Adoption of Agenda

Board

IV. Consent Agenda

Board

1. Approval of August 17, 2020 Minutes
2. Tax Releases and Refunds
 - a. Tax Releases Under \$100
 - b. Tax Releases Over \$100
 - c. Tax Refunds Under \$100
 - d. Tax Refunds Over \$100
 - e. Tax Collector's Monthly Report
 - f. NCVTS Motor Vehicle Refund Report
3. Approval to Furnish \$1,300,000 to the N.C. Division of Water Resources for Dredging a Series of Waterways Serving South Core Banks and the Cape Lookout Bight, and Approval of Corresponding Budget Amendment
4. Approval to Deny Waiver of Greenbox Fees for Mr. Paul Kelly for the Years 2017, 2018 and 2019
5. Approval of Resolution & No Conflict of Interest Certification for the East Taylors Creek Dredging Project
6. Approval of the County's Proposed NCACC Legislative Goals & Approval for the Chairman to Sign Letter in Support of Goals
7. Approval of Budget Amendment in Support of the Appropriation of the Governor's Crime Commission Grant for the Sheriff's Office: \$24,849
8. Approval of Revitalization of Carteret Emergency Communications
9. Donation of a Hazardous Material Trailer to Mill Creek Fire and EMS
10. Approval to Write-Off Old DMV Uncollected Taxes
11. Request to Accept Funding—Agreement Addendum #543 ELC Enhancing Detection Activities, COVID-19 and Approval of Corresponding Budget Amendment: \$164,853
12. Approval of Airport Hurricane Proceeds Budget Amendment: \$1,050,000
13. Approval of Occupancy Tax Penalty Waivers: SIG Management, Inc. (for Doubletree): \$11,596.51; Anthony & Nicole Howell: \$109.63; JESSMARC Properties, LLC: \$48.94
14. Approval of Budget Amendment for the Sheriff's Office to Appropriate Drug Funds to Purchase a Vehicle and Equipment: \$10,566
15. Approval of FEMA Funding & Roll-Forward Budget Amendment: \$125,730
16. Approval of Budget Amendment to Roll-Forward Dredging Funds and Beach Nourishment Phase II Funds: \$2,723,163
17. Approval of Budget Amendment Appropriating Federal HAVA and CARES Grant Funding for the Elections Department: \$106,424
18. Approval of Budget Amendment to Roll-Forward

Funds for Uncompleted Capital School Projects:
\$524,260

19. Approval of Proclamation Declaring October 4, 2020 as Commercial Fishing Day in Honor of Former Commissioner Jonathan Marvin Robinson
 20. Re-Approval of Conflict of Interest Policy: Old Ferry Channel Complex Dredging Project
 21. Approval of Resolution in Support of the Interlocal Cooperation Agreement with Newport for the Provision of GIS (Geographic Information System) Services
- V. Acknowledging Employees with a September Birthday Chairman Smith
- VI. Public Comment
- VII. Introduction of the September Employee of the Month Jaime Long
- VIII. Presentation: Project Dark Sky Vermadel Nienstedt, Jeff West, & David Heflin
Gene Foxworth
- IX. Public Hearing: Proposed Text Amendment to Article 6-3 of the Down East Conservation Ordinance Gene Foxworth
- X. Public Hearing: Text Amendments to Multiple County Ordinances to Bring Them into Compliance with N.C.G.S. 160D Gene Foxworth
- XI. Merger of the Davis Fire District with the Down East Fire District Stephen Rea
- XII. Manager's Report Tommy Burns
- XIII. Appointments Board
- Adult Home Community Advisory Committee
 - Carteret County Beach Commission
 - Carteret County-Beaufort Airport Authority
 - Carteret County Fire & EMS Commission
 - Carteret County Juvenile Crime Prevention Council ("JCPC")
 - Carteret County Library Board
 - Town of Morehead City Board of Adjustment ("County ETJ")
- XIIIa. **Presentation by U.S. Moto Action Committee** Rick Lanier
(added as amended)
- XIV. Commissioner Comments Board
- XV. Closed Session Pursuant to N.C.G.S. 143-318.11 for the Permitted Purpose of Discussing (a) (1) Approval of May 18, 2020 and August 17, 2020 Closed Session Minutes, and (a) (4) Contract Negotiation
- XVI. Adjournment

IV. CONSENT AGENDA

Motion: Commissioner Farrington made a motion to adopt the consent agenda; seconded by Commissioner Chadwick. **Motion carried unanimously.**

The Consent Agenda was as follows:

1. Approval of August 17, 2020 Minutes

2. Tax Releases and Refunds

a. Tax Releases Under \$100

Year	Rcl Typ	Taxbill Number	Part Roll	Name Id Number	Name	Total Adjustment
2018	P	209736	P	526830	MELISSA BERNHARDT	9.30
2018	P	209736	P	526830	MELISSA BERNHARDT	15.00
2018	P	207811	P	57110	JAMES HAMBY	9.68
2018	P	207811	P	57110	JAMES HAMBY	15.00
2018	P	199302	P	508165	BRIDGET MENDELSON	7.66
2017	P	109760	P	508165	BRIDGET MENDELSON	7.66
2016	P	44011	P	508165	BRIDGET MENDELSON	7.50
2015	P	110032	P	508165	BRIDGET MENDELSON	6.90
2014	P	99001	P	508165	BRIDGET MENDELSON	10.69
2018	P	199302	P	508165	BRIDGET MENDELSON	15.00
2017	P	109760	P	508165	BRIDGET MENDELSON	15.00
2016	P	44011	P	508165	BRIDGET MENDELSON	15.00
2015	P	110032	P	508165	BRIDGET MENDELSON	15.00
2014	P	99001	P	508165	BRIDGET MENDELSON	15.00
2018	P	206568	P	522502	BRYAN MICHAEL GUTHRIE	5.45
2018	P	206568	P	522502	BRYAN MICHAEL GUTHRIE	14.03
2018	P	206568	P	522502	BRYAN MICHAEL GUTHRIE	.86
2017	P	118195	P	522502	BRYAN MICHAEL GUTHRIE	8.72
2018	P	208888	P	408719	FLORA JUAREZ NARANJO	12.98
2017	P	121162	P	408719	FLORA JUAREZ NARANJO	12.98
2016	P	57094	P	408719	FLORA JUAREZ NARANJO	13.60
2018	P	208888	P	408719	FLORA JUAREZ NARANJO	15.00
2017	P	121162	P	408719	FLORA JUAREZ NARANJO	15.00
2016	P	57094	P	408719	FLORA JUAREZ NARANJO	15.00
2011	R	334677	R	4481	R MARK ETAL MCCUISTON	14.26
2012	R	469058	R	4481	R MARK ETAL MCCUISTON	13.78
2013	R	372390	R	4481	R MARK ETAL MCCUISTON	13.78
2014	R	630493	R	4481	R MARK ETAL MCCUISTON	14.26
2015	R	630493	R	4481	R MARK ETAL MCCUISTON	15.01
2016	R	133860	R	4481	R MARK ETAL MCCUISTON	15.51
2017	R	250806	R	4481	R MARK ETAL MCCUISTON	15.51
2018	R	428091	R	4481	R MARK ETAL MCCUISTON	15.51
2018	P	203086	P	518446	JAMES ALFRED BURCH	2.72
2018	P	203086	P	518446	JAMES ALFRED BURCH	.50
2016	U	179559	U	526777	SOUTH CAROLINA TELECOMM. GROUP	2.96
2016	U	179560	U	526777	SOUTH CAROLINA TELECOMM. GROUP	75.75
2017	U	296808	U	512025	EVERGREEN TRAILS INC DBA HORIZ	27.75
2017	U	296761	U	529196	TRUCK BODY AVIATION INC	4.94
2018	U	474172	U	499667	SOUTHERN EXPRESS INC	4.04
FINAL TOTALS						
TOTAL						514.31

*** END OF REPORT ***

b. Tax Releases Over \$100

Due to the size of the supporting documentation, it is being incorporated into these minutes by reference.
A full copy will be retained in the County Manager's Office.

c. Tax Refunds Under \$100

Remit To:	Address	City	St Zip Code	TransNo	Reference
Refund					
ANGELL, ERIC K ETUX DONNA	7533 PENNS GROVE RD	SUMMERFIELD	NC 27358	2282644	2020 P 0022724
	BOAT SOLE				
AYCOOTH, AARON BENNETT	306 ALLEN WAY	INDIAN TRAIL	NC 28079	2276869	2020 R 7335.16.82.0853000
	OVERPAYMENT CK 1333				
BERRIOS, ANGELA ETIVIR MARIO	29 SIENA WAY	CLAYTON	NC 27527	2282347	2020 P 0043821
	OVERPAYMENT STURGIS				
BEVIN W. WALL ATTORNEY AT	LA 7025 HWY 70 SUITE F	NEWPORT	NC 28570	2267189	2020 R 6305.03.10.7538000
	OVER PAYMENT CHECK # 40689				
BROWN, FRANCES	1695 POPLAR SPRINGS CHURCH	SANFORD	NC 27330	2282672	2020 P 0538694
	S/W ADJUSTMENT				
BROWN, FRANCES	1695 POPLAR SPRINGS CHURCH	SANFORD	NC 27330	2282673	2020 P 0538752
	DOUBLE BILLED				
BRUCE, MARY H ETAL STEP	JOHNS 15813 GARY AVENUE	CHESTER	VA 238317208	2278803	2020 R 5384.20.90.7296000
	OVERPAYMENT MASSPAY				
CAMMACK, BRIAN	105 NE 35TH STREET	OAK ISLAND	NC 284655726	2280628	2017 P 0042961
	OVERPAYMENT DEBT SETOFF				
CAPITAL HILL INVESTMENTS LLC	3601 WOODS MYRTLE COURT	WILSON	NC 27896	2276875	2020 R 6315.02.87.2902000
	PREPAYMENT REFUND				
CARTERET COUNTY DEPT OF SOCI	PO BOX 1185	BEAUFORT	NC 28516	2276903	2020 R 7306.16.83.5097000
	OVERPAYMENT CHECK 28433				
CONNOR BUNN PLLC	P.O. BOX 3299	WILSON	NC 27895	2268860	2020 P 0047921
	OVER PAYMENT CHECK 48442				
DAVIS, BRAXTON COLE ETUX JENN	1405 MARSH POINTE	MOREHEAD CITY	NC 28557	2267658	2020 R 6386.07.58.3533000
	OVERPAYMENT PREPAYMENT				
DEBRA WHALEY ATTORNEY AT LAW	301 COMMERCE AVE STE 102	MOREHEAD CITY	NC 285570006	2281210	2020 R 6376.06.48.4311000
	OVER PAYMENT CHECK 94392				
DIUGUID, WILLIAM TRUST ETUX	C 10208 GRAFTON ROAD	RALEIGH	NC 27615	2268628	R 6314.14.43.9390000
	OVERPAYMENT MASSPAY				
DIXON, JAN ELIZABETH LEARY L/	105 KEVIN COURT	BEAUFORT	NC 285169787	2267652	2020 R 7307.03.44.9210000
	OVERPAYMENT PREPAYMENTS				
DOYLE, RICHARD D ETUX JAN C	48 GREENBROOK DRIVE	COLUMBUS	NJ 08022	2282667	2020 R 6388.03.22.5127000
	LAND VALUE ADJUSTMENT				
EARP, RONALD L	132 LOCH POINT DR	CARY	NC 27511	2278789	2020 P 9067788
	OVERPAYMENT MASSPAY				
ELLIS, CHAD ETUX RACHEL	1809 LAKESIDE DR	WILSON	NC 27896	2272836	2020 P 0534329
	OVERPAYMENT MASSPAY				

09/01/20 14:00:35

Refunds to be Issued by Finance Office - \$100.00 and Under

Remit To:	Address	City	St	Zip Code	TransNo	Reference
Refund						
ELLIS, ELTON W JR	1384 MERRIMON RD OVERPAYMENT CHECK 4396	BEAUFORT	NC	28516	2279993 2020 R	7400.00.61.3660000
FARRUGIA, LUCAS RUSSELL	545 GILLIKIN RD PREPAYMENT REFUND	BEAUFORT	NC	28516	2276674 2020 R	7336.02.05.0888000
FULCHER, PAUL LONDON JR	465 CROW HILL ROAD OVERPAYMENT PREPAYMENT	BEAUFORT	NC	28516	2267662 2020 P	0537112
HERRING, AMBER	145 AGAVE LN OVERPAYMENT STURGLIS	GOLDSBORO	NC	275348609	2268212 2020 P	0535125
HICKOX, MARIA M	109 LIVE OAK STREET OVERPAYMENT MASSPAY	EMERALD ISLE	NC	285942822	2270743 2020 R	5393.05.28.2388000
JARRETT BAY OYSTER COMPANY	3937 HIGH ROCK RD M/H DEMOLISHED	GIBSONVILLE	NC	27249	0 2020 P	0023685
JONES, SPENCER	100 FAIRVIEW DRIVE LOT #128 CAMPER IS TAGGED	EMERALD ISLE	NC	28594	2282655 2020 P	0537997
KIMBALL, WILLIAM G	PO BOX 598 OVERPAYMENT CHECK 2753	HARKERS ISLAND	NC	28531	2277169 2020 P	0026055
LEWIS, MITCHELL ETUX	MELIND L 1296 ISLAND ROAD PREPAYMENT REFUND	HARKERS ISLAND	NC	28531	2276876 2020 R	7338.04.51.4311000
MITCHELL, CHRISTINE	R L T 4884 HWY 301 OVERPAYMENT PREPAYMENT	NEWPORT	NC	28570	2267656 2020 R	6470.03.42.0214000
MOORE, BRIAN Q ETUX	CANDACE M 104 EUDORA DRIVE S/W ADJUSTMENT	NEWPORT	NC	28570	2276877 2020 R	6326.04.51.1327000
MORTGAGE CONNECT LE	IFOLTA AT 260 AIRSIDE DR OVERPAYMENT CHECK 19550	MOON TOWNSHIP	PA	15108	2267096 2020 R	5385.00.84.2539000
NELSON, ROBERT A	637 SEASHORE DR OVER PAYMENT CHECK 1173	ATLANTIC	NC	28511	2268030 2020 R	7492.18.30.9276000
PRINGLE, IRENE C ETAL	CHARLES PO BOX 1605 OVERPAYMENT MASSPAY	NEWPORT	NC	28570	2281707 2020 R	6348.09.25.4276000
REHM, ALFRED F JR ETUX	JANET 2903 FALLING MAPLE DR NW OVERPAYMENT MASSPAY	WILSON	NC	278969005	2276032 2020 R	6366.15.63.6771000
SANDERS, H THORPE	2129 RIVERSHORE ROAD OVERPAYMENT CHECK 2606075712	ELIZABETH CITY	NC	27909	2277308 2020 R	6375.16.72.6733000
SCOTT, JOHN C	172 12 133RD AVE APT 13E OVERPAYMENT CHECK 5621	JAMAICA	NY	11434	2280546 2020 R	6346.01.36.2171000
SHUMATE, ROBERT A JR ETUX	STE 203 LINCROFT LN S/W ADJUSTMENT	CARY	NC	27519	2278921 2020 R	5395.04.91.3133000

09/01/20 14:00:35

Refunds to be Issued by Finance Office - \$100.00 and Under

Remit To:	Address	City	St	Zip Code	TransNo	Reference
Refund						
SUMMER WINDS SERVICES	1505 SALTER PATH ROAD OVERPAYMENT CHECK 15228	ATLANTIC BEACH	NC	28512	2280672 2020 P	0097490
TRUBY, PATRICIA S	1613 NEW BERN STREET OVER PAYMENT CHECK 0000001025	NEWPORT	NC	28570	2276013 2020 R	6348.10.26.9364000
TYNDALL, ROBERT LYN	2100 GREENBRIAR RD OVERPAYMENT PREPAYMENT	KINSTON	NC	285012134	2267631 2020 P	0051431
W. MACK RICE, P.A.	137 US HWY 70 W OVER PAYMENT CHECK 75409	HAVELOCK	NC	28532	2280885 2020 R	7336.02.98.8624000
WESLEY, ANTHONY	149 CUMMINS CREEK ROAD OVERPAYMENT MASSPAY	BEAUFORT	NC	28516	2275997 2020 R	7404.00.91.1159000
WILLIS, LEENA	485 STACY LOOP RD OVERPAYMENT DEBT SETOFF	STACY	NC	28581	2280675 2008 P	0011649
ZUCKER, JOSEPH ETUX	ELIZABETH 2016 MAYNARD ROAD OVERPAYMENT CHECK 0040764346	CHARLOTTE	NC	28270	2277460 2020 R	6334.10.37.3392000
FINAL TOTALS						
TOTAL	1,363.90					
* * * E N D O F R E P O R T * * *						

d. Tax Refunds Over \$100

09/01/20 13:59:39

Refunds to be Issued by Finance Office - Over \$100.00

PAGE

Remit To:	Address	City	St	Zip Code	Reference
Refund					
ADCOCK, JOANN SANDLING ETAL	1412 HOUNDS EAR RD OVERPAYMENT MASSPAY	HILLSBOROUGH	NC	27278	2020 R 5383.08.99.3811
ADVANTAGE TITLE, LLC	137 MAIN STREET BAY ST OVER PAYMENT CHECK 146819	LOUIS	MS	39520	2020 R 6490.03.32.4460
ARNOULT, JOSEPH H JR ETUX	DOT 114 FAIRWAY COURT OVERPAYMENT MASSPAY	MOREHEAD CITY	NC	28557	2020 R 6356.09.06.1528
ATTORNEY DONNA J BOGGS PLLC	5276 HWY 24 OVERPAYMENT CHECK 3557	NEWPORT	NC	28570	2020 R 6346.03.03.0265
AV LAND LLC	PO BOX 660 VALUE ADJUSTMENT PER APPEAL	BEAUFORT	NC	28516	2017 R 7315.06.38.2563
AV LAND LLC	PO BOX 660 VALUE ADJUSTMENT PER APPEAL	BEAUFORT	NC	28516	2018 R 7315.06.38.2563
AV LAND LLC	PO BOX 660 VALUE ADJUSTMENT PER APPEAL	BEAUFORT	NC	28516	2019 R 7315.06.38.2563
BARNES, H FRANK III ETUX	SEAR PO BOX 484 OVERPAYMENT MASSPAY/SW ADJ	BEAUFORT	NC	28516	2020 R 7316.09.25.4803
BARNUM, HOWARD Q ETUX	BARBARA 2919 SUNNY SIDE RD S/W ADJUSTMENT/MH UNLIVABLE	GREENVILLE	NC	27834	2020 R 7345.17.01.0556
BASS, CHRISTOPHER	6060 GOLDEN POND RD BOAT LISTED IN NASH CO	ELM CITY	NC	27822	2020 F 0052113
BEARD, ROBERT III	222 ALBERMARLE DR OVERPAYMENT MASSPAY	AROSKIE	NC	27910	2020 F 0040551
BLANCHARD, DANIEL ETUX	MELODY 2352 SIR EUGENE OVERPAYMENT CHECK 2839	GREENVILLE	NC	27858	2020 F 0538778
BREWER, JANICE N ETUX	THOMAS 4602 HENLEY ROAD OVER PAYMENT CHECK 000986171	SANFORD	NC	27330	2020 R 6326.04.91.5689
BRISTER VENTURES LLC	135 BREAKWATER DRIVE OVERPAYMENT MASSPAY	NEWPORT	NC	28570	2020 R 6346.01.05.6941
BUNCH, JAMES H JR ETUX	SUSANN 100 EMERALD COURT OVER PAYMENT CHECK 1889	BEAUFORT	NC	28516	2020 R 7317.01.05.6437
BUNN, KENNETH	3029 COMMUNITY RD S/W ADJUSTMENT	WILSON	NC	27893	2020 F 0538771

09/01/20 13:59:39		Refunds to be Issued by Finance Office - Over \$100.00				PAGE
Remit To:	Address	City	St	Zip Code	Reference	
Refund						
BURLESON, CHRIS NORMAN	135 RADFORD LANE	NEWPORT	NC	28570	R 631502572318000	
281.59	DOUBLE PAID					
CAMPBELL, SUE	2415 CARVIEW DR	NEW BERN	NC	28562	2020 F 0538788	
150.00	OVERPAYMENT CHECK 1463					
CANTU, CARMEN MICHELLE	722 CEDAR POINT BLVD #119	CEDAR POINT	NC	28584	2020 F 0538793	
150.00	S/W ADJUSTMENT					
CARTERET COUNTY FINANCE	DEPT 302 COURTHOUSE SQUARE	BEAUFORT	NC	X28516	2020 R 63340916208010	
111.56	PREPAYMENT ERROR					
CARTERET COUNTY FINANCE	DEPT 302 COURTHOUSE SQUARE	BEAUFORT	NC	28516	2020 R 633409162080103	
276.20	PREPAYMENT ERROR					
CONKLING, WANDA W	DEPT CHARL PO BOX 169	POLKVILLE	NC	281360169	2020 R 5383.08.99.7932	
253.00	OVERPAYMENT MASSPAY					
COX, BENJAMIN MARTIN	402 TILMAN COX RD	LUMBERTON	NC	28358	2020 F 0041893	
100.06	BILLED IN ERROR					
COX, MILTON RAY	118 SHEPPARD CRUISE DR	NEWPORT	NC	28570	2020 R 6357.03.12.1139	
165.00	OVERPAYMENT CHECK 3283					
DEAL, BRANDON A	PO BOX 627	MACCLESFIELD	NC	27852	2020 R 5395.04.90.8738	
165.00	S/W ADJUSTMENT					
DENTON, NANCY LOUISE	ETAL ONE 603 TRAWLER PLACE	NEWPORT	NC	28570	2020 R 6305.02.96.2198	
165.00	S/W ADJUSTMENT					
DICAPUA, JEANNE M	15 STONEBRIDGE DR	ASHEVILLE	NC	28805	2020 R 5383.12.97.4084	
255.00	OVERPAYMENT MASSPAY/SW					
EDUCATIONAL MEDIA FOUNDATION	5700 WEST OAKS BLVD	ROCKLIN	CA	95661	2020 F 0019070	
117.40	STATE EXEMPT					
EDWARDS, MARTHA	587 SUNNY COVE LANE	HILLSVILLE	VA	24343	2020 R 7306.08.98.5484	
408.37	OVERPAYMENT PREPAYMENT					
FRANCIS, JEFFERY	9345 PEARL DR	RURAL HALL	NC	27045	2020 F 0538786	
150.00	S/W ADJUSTMENT					
GARNER, FRANCES CRAIG	L/T 27 LILY POND LANE	NEWPORT	NC	28570	2020 R 6348.05.18.5160	
107.29	OVERPAYMENT PREPAYMENT					
GARNER, JAMES	152 BAYSHORE ST	SEA LEVEL	NC	28577	2018 R 732804630815000	
209.30	ALREADY PAID/DEBT SETOFF					

09/01/20 13:59:39		Refunds to be Issued by Finance Office - Over \$100.00				PAGE
Remit To:	Address	City	St	Zip Code	Reference	
Refund						
GOULD, BOBBY E	ETUX ALMA PO BOX 681	NEWPORT	NC	28570	2020 R 6338.03.22.2045	
185.00	OVER PAYMENT CHECK 7433					
GRAHAM, GLENN ALLEN	ETUX LURA 613 WESTPORT WOODS DRIVE	PINE KNOLL SHORES	NC	28512	2020 F 0051380	
193.01	OVERPAYMENT CHECK 0041941744					
GROTE, ROBERT A	ETUX VIRGINIA P O BOX 896	MOREHEAD CITY	NC	28557	2020 R 6356.13.22.2917	
165.00	OVERPAYMENT CHECK 0000986536					
HAIGHT, ALFRED G	ETAL LOIS/TR 10611 MANOR CT	MANASSAS	VA	201112807	2020 R 5383.12.87.7243	
255.00	OVERPAYMENT MASSPAY					
HARMAN, GARY M	504 PINE VALLEY DR	MOREHEAD CITY	NC	28557	2020 R 6356.05.08.9514	
165.00	OVERPAYMENT MASSPAY					
HARVEY, HOWARD	ETUX BETSI 170 RILEY FOREST CT	WINSTON SALEM	NC	27127	2018 F 0019761	
237.62	ALREADY PAID/DEBT SETOFF					
HENEHAN, FERGUS JOSEPH	TRUSTE 93 SAN MARINO DRIVE	SAN RAFAEL	CA	94901	2020 R 5383.13.14.4292	
153.84	OVERPAYMENT CHECK 0000995400					
HILL, WINSTON H	ETAL WARREN 2 ORSINGER FORGE	SAN ANTONIO	TX	78230	2020 R 749216821952000	
301.88	ALREADY PAID STURGIS					
HINNANT, CECIL D	ETUX LINDA G 402 BENNETT DRIVE	SELMA	NC	27576	2020 R 5395.04.90.3429	
165.00	S/W ADJUSTMENT					
HUDSON, ROBERT	3609 JON DAWSON CIRCLE	AYDEN	NC	28573	2020 F 0038589	
111.68	OVERPAYMENT PREPAYMENT					
HUDSON, RONNIE CRAIG	307 LAMROC DR	EMERALD ISLE	NC	28594	2020 R 5383.08.99.6635	
255.00	OVERPAYMENT MASSPAY/SW ADJ					
HUGHES, JENNINGS LOUIS	III 369 FOX HILL FARM DRIVE	HILLSBOROUGH	NC	27278	2020 R 5383.08.89.2474	
255.00	OVERPAYMENT MASSPAY					
INGELS, JOHN A	ETUX JENNY M 211 BOGUE CARRIER COURT	NEWPORT	NC	28570	2020 R 6315.01.06.8390	
165.00	S/W ADJUSTMENT					
JAMES EDWARD	WILLIS 1254 ISLAND RD	HARKERS ISLAND	NC	28531	2020 R 7335.10.27.5384	
149.00	OVER PAYMENT CHECK 1182					
JARMAN, CAROL H	2475 FRED EVERETT ROAD	KINSTON	NC	28504	2020 R 5383.08.89.9734	
255.00	S/W ADJUSTMENT					
JARVIS, AMY L	571 COOK FLORIST ROAD	REIDSVILLE	NC	27320	2018 R 639904708413000	
217.23	ALREADY PAID/DEBT SETOFF					

09/01/20 13:59:39		Refunds to be Issued by Finance Office - Over \$100.00				PAGE
Remit To:	Address	City	St	Zip Code	Reference	
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JLL MULTIFAMILY LLC	2177 YOUNGMAN AVENUE	SAINT PAUL	MN	55116	2020 R 6376.13.13.7254	
2,016.90	OVER PAYMENT CHECK 73197					
JOHNSON, ELVA MAE	PO BOX 155	HARKERS ISLAND	NC	28531	2020 R 7329.16.93.2589	
165.00	OVERPAYMENT CHECK 1002					
JOHNSON, MARK A	ETAL BELLIZZI 207 HOLLY LN	MOREHEAD CITY	NC	28557	2020 R 6356.09.05.5813	
165.00	S/W ADJUSTMENT					
JONES, J KEVIN	104 PEGGY COURT	MOREHEAD CITY	NC	28557	2020 R 6356.15.53.6178	
165.00	S/W ADJUSTMENT					
KAREN H GODWIN	111 FALCONS REST DRIVE	ROXBORO	NC	27574	2020 R 6334.05.28.1548	
100.00	OVERPAYMENT CHECK 0000010439					
KILEY, PATRICK	ETUX GINA LEON 234 EWING ROAD	CARNEGIE	PA	15106	2020 R 6388.03.12.9951	
468.60	PAYMENT MADE/SILK ABSTRACT CO					
KITZMILLER VENTURE LLC	104 WITHERIDGE COURT	APEX	NC	27502	2020 R 6304.18.41.0248	
259.50	OVERPAYMENT/PREPAYMENT MADE					
LONG, ROBERT CAMERON JR	304 LAKE RD	NEWPORT	NC	28570	2020 R 6328.01.06.7673	
165.00	S/W ADJUSTMENT					
LYONS, CHRISTOPHER	ETUX GRACE 302 STELLA BRIDGEWAY DR	STELLA	NC	28582	2020 R 5357.02.69.2840	
146.18	S/W ADJUSTMENT					
MABE, FRED J	1014 OLD CREEK CROSSING LN	HIGH POINT	NC	27265	2020 R 5384.20.90.4157	
255.00	OVERPAYMENT MASSPAY					
MCCULLERS WHITAKER & HAMER	P 104 N FAYETTEVILLE ST	CLAYTON	NC	27520	2020 R 6366.15.73.4856	
152.69	OVERPAYMENT CHECK 118162					
MCMORE, SIGRID W	L/T 5267 RIDGE LANE CIRCLE	SHERRILLS FORD	NC	28673	2020 R 5383.08.98.7095	
255.00	OVERPAYMENT/SW ADJUSTMENT					
MOREHEAD CITY SELF STORAGE L	3430 HUNSET AVENUE STE 8A	ROCKY MOUNT	NC	278043554	2020 R 6336.03.44.1241	
755.32	OVERPAYMENT PREPAYMENT					
MUNDE, FENTRESS HORNOR	803 RIDGEWATER BLVD	MOREHEAD CITY	NC	28557	2020 R 6366.11.76.4917	
165.00	OVERPAYMENT MASSPAY/SW ADJ					
MURPHY, NEIL FRANCES	179 POSSUM TROT ROAD	SMYRNA	NC	28579	2020 R 7347.01.46.1914	
165.00	OVERPAYMENT MASSPAY					
O'BRIEN, THOMAS F	ETUX LAURA PO BOX 335	SNOW HILL	NC	28580	2020 R 6376.17.11.6974	
129.19	OVERPAYMENT CHECK 0000986554					

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Remit To:	Address	City	St	Zip Code	Reference	
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PAGE, PHILLIP	2264 BLACKJACK GRIMESLAND R	GREENVILLE	NC	27858	2020 P 0040364	
255.00	OVERPAYMENT MASSPAY					
PARROTT, HELEN S	1003 RED BANKS ROAD	GREENVILLE	NC	27858	2020 R 6334.08.88.4181	
165.00	S/W ADJUSTMENT					
PENUEL, CHARLES	301 COUNTRY CLUB BLVD	JACKSONVILLE	NC	28540	2020 P 0538770	
150.00	S/W ADJUSTMENT					
PETERS, MICHAEL D ETUX	CECILI 1206 HIDDEN COVE AVENUE	MOREHEAD CITY	NC	28577	2020 R 6355.19.50.7821	
168.45	OVER PAYMENT CHECK 0000007137					
PHILLIPS, DANNY E ETUX	KIMBER 122 INLET LANE	CEDAR POINT	NC	28584	2015 R 5374.18.32.3287	
290.64	M/H DOUBLE BILLED					
PHILLIPS, DANNY E ETUX	KIMBER 122 INLET LANE	CEDAR POINT	NC	28584	2016 R 5374.18.32.3287	
294.26	M/H DOUBLE BILLED					
PHILLIPS, DANNY E ETUX	KIMBER 122 INLET LANE	CEDAR POINT	NC	28584	2017 R 5374.18.32.3287	
288.07	M/H DOUBLED					
PHILLIPS, DANNY E ETUX	KIMBER 122 INLET LANE	CEDAR POINT	NC	28584	2018 R 5374.18.32.3287	
307.35	M/H DOUBLE BILLED					
PHILLIPS, DANNY E ETUX	KIMBER 122 INLET LANE	CEDAR POINT	NC	28584	2019 R 5374.18.32.3287	
319.29	M/H DOUBLE BILLED					
PHILLIPS, DANNY E ETUX	KIMBER 122 INLET LANE	CEDAR POINT	NC	28584	2020 R 5374.18.32.3287	
153.04	M/H DOUBLE BILLED					
PINER, DANIEL EDMUND ETUX	NAN 2717 HOMES DRIVE	MOREHEAD CITY	NC	28557	2020 R 6376.20.82.8161	
261.66	OVERPAYMENT DEBT SETOFF					
POPLETT, GREGORY W ETUX	CHERY 151 AROVITAE DR	PINE KNOLL SHORES	NC	28512	2020 R 6355.19.52.2273	
230.39	DISTRICT ADJUSTMENT					
PORTER, BRIAN F ETUX	STACEY W 408 STELLA BRIDGEWAY DR	STELLA	NC	285825016	2020 R 5358.04.60.9368	
165.00	S/W ADJUSTMENT					
QUINN, LOUIS TALMADGE	109 BRISBAYNE CIRCLE	LA GRANGE	NC	285517685	2020 R 5395.04.90.3809	
138.00	S/W ADJUSTMENT					
RACKLEY, ELIZABETH WOODHALL	1552 34TH ST NW	WASHINGTON	DC	200072748	2020 R 6375.14.42.8537	
319.70	OVERPAYMENT CHECK 1394					
RILEY, THOMAS W JR ETUX	RHOND 2005 SHAW RD	DURHAM	NC	27704	2020 R 5383.08.98.6221	
255.00	OVERPAYMENT MASSPAY					

09/01/20 13:59:39		Refunds to be Issued by Finance Office - Over \$100.00				PAGE
Remit To:	Address	City	St	Zip Code	Reference	
Refund						
ROGERS, WILLIAM H ETUX	JOAN M 523 SANDERS LANE	NEWPORT	NC	28570	2020 R 6305.02.85.2944	
165.00	VALUE ADJUSTMENT PER APPEAL					
RUDASILL, MICHAEL J ETUX	MARI PO BOX 5168	EMERALD ISLE	NC	285945168	2020 R 6304.19.62.8361	
372.00	OVERPAYMENT CHECK 0000985830					
SINCLAIR, KERRY L ETUX	LAUR L 587 SUNNY COVE LANE	HILLSVILLE	VA	24343	2020 R 7306.08.98.5749	
281.30	OVERPAYMENT PREPAYMENTS					
SINCLAIR, KERRY L ETUX	LAUR L 587 SUNNY COVE LANE	HILLSVILLE	VA	24343	2020 R 7306.08.98.3361	
281.30	OVERPAYMENT PREPAYMENTS					
SINCLAIR, KERRY L ETUX	LAUR L 587 SUNNY COVE LANE	HILLSVILLE	VA	24343	2020 R 7306.08.98.3676	
408.37	OVERPAYMENT PREPAYMENT					
SMITH, DONALD H ETUX	GLORIA J PO BOX 105	CEDAR BLUFF	VA	24609	2020 R 6355.19.62.9026	
352.09	OVERPAYMENT PREPAYMENT					
SMITH, KENNETH	208 BATH ROAD	FREMONT	NC	27830	2020 R 5395.04.90.0791	
165.00	S/W ADJUSTMENT					
STALLINGS, MICHAEL	240 WINDHAM WAY	CLAYTON	NC	27527	2020 P 0012752	
255.00	OVERPAYMENT MASSPAY					
STANLEY & PARKER ATTORNEYS P	PO BOX 5239	EMERALD ISLE	NC	28594	2020 R 6386.07.69.9457	
956.81	OVERPAYMENT CHECK 8163					
STEWDL, KIRSTEN LYNNE	204 HOLLY LANE	MOREHEAD CITY	NC	28557	2020 R 6356.09.05.5543	
252.52	OVERPAYMENT CHECK 531517					
STOCK, RICHARD M ETUX	ANITA G 1149 TRENTINI AVENUE	WAKE FOREST	NC	275874307	2020 R 5383.07.78.4857	
255.00	S/W ADJUSTMENT					
STRANGE, CURTIS N ETUX	SARAH 147 S SPOONERS CREEK ST	MOREHEAD CITY	NC	28557	2020 R 6356.16.82.6980	
165.00	S/W ADJUSTMENT					
STROEHMANN, DAVID	8515 DOGWOOD CIR	EMERALD ISLE	NC	28594	2020 P 0013418	
100.00	OVERPAYMENT CHECK 1467					
THE SHOAF LAW FIRM PA	8414 FALLS OF NEUSE RD STE	RALEIGH	NC	27615	2020 R 6375.14.43.4069	
153.35	OVERPAYMENT CHECK 249619					
TOWN OF NEWPORT	PO BOX 1869	NEWPORT	NC	28570	2020 R 6348.05.18.0467	
447.60	OVERPAYMENT CHECK 016048					
WESTER, RICKIE G	2830 SPRINGFLOWER DR N	WILSON	NC	278966943	2020 P 0040594	
255.00	S/W ADJUSTMENT /EI					

09/01/20 13:59:39		Refunds to be Issued by Finance Office - Over \$100.00				PAGE
Remit To:	Address	City	St	Zip Code	Reference	
Refund						
WILLIS, CHANDLER B ETUX	KAMM 115 BLUE BIRD LANE	NEWPORT	NC	285709534	2020 R 6338.10.25.5746	
148.56	S/W ADJUSTMENT					
WILLIS, WELDON ETUX	DORA L/T 1254 ISLAND RD	HARKERS ISLAND	NC	28531	2020 R 7335.19.61.6961	
102.59	S/W ADJUSTMENT					
WOOLARD, MICHAEL W ETUX	JANET 401 HARVEY ROAD	WASHINGTON	NC	278899776	2020 R 6397.02.98.9327	
165.00	S/W ADJUSTMENT					
ZDRODOWSKI, CHARLOTTE P ETUX	PO BOX 5330	EMERALD ISLE	NC	28594	2020 R 5383.08.79.8621	
255.00	OVERPAYMENT CHECK 0000985002					
ZDRODOWSKI, CHARLOTTE POOLE	PO BOX 5330	EMERALD ISLE	NC	28594	2020 R 5383.08.79.8684	
255.00	OVERPAYMENT CHECK 0000985001					
FINAL TOTALS						
TOTAL	42,952.30					
* * * END OF REPORT * * *						

S

e. Tax Collector's Monthly Report

Carteret County Tax Department



Appraisal: (252) 728-8485
 Personal Property: (252) 728-8535
 Business Personal: (252) 728-8483
 Collections: (252) 728-8520
 Mapping/GIS: (252) 728-8490

Sarah T. Davis
 Tax Administrator
 Tel: (252) 728-8535
 Fax: (252) 728-8588
 CC Payments Online or by Phone
 www.carteretcountytx.com
 1-888-544-9433

Memorandum

To: Board of Commissioners
 Tommy Burns

From: Sarah Davis
 Tax Administrator

Re: BOC monthly collections report

Date: September 1, 2020

Attached is the monthly collection's report to the Board of Commissioners as required by North Carolina General Statute 105-350. No action is required by the Board. It is presented for information purposes only. The collection report shows the total levy, collection, and unpaid balance for each year of the past ten years, beginning with 2011 and coming forward to 2020. This report is presented each month in your agenda package. The total collections for the ten years are \$515,801,404.46. The unpaid balance outstanding for the 10 year period is \$70,593,037.90 including deferred taxes. The Tax Department will continue to pursue collection of unpaid taxes as authorized by North Carolina Statutes.

ACS TAX COLLECTION SYSTEM		BOC MONTHLY REPORT										CARTERET COUNTY					PAGE 1									
09/01/2020 14:02:50												TC650R														
Typ Bill	Year Property Number	Dist	Twn	Sch	Special Districts					User Codes					Deferred	Defer	MV									
		Code			1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	Flag	Inelig	Batch	

* * * * * Totals for Tax year 2011																										
# of Properties Processed 144,282																										

Original Balances \$6,056,962.46 \$2,936,189.46 2,350,559.00 228,239.96 CB Deferred Interest Fees																										
Total Adjustments 379,240.38 152,102.39 15,351.36 224,660.27 .00 549,895.45 25,092.58																										
Total Collections \$5,470,292.83 \$2,677,874.34 2,297,665.61 579.69 .00 486,734.67 37,798.52																										
Unpaid Balances 208,449.30 106,512.73 7,838.03 .00 .00 93,150.78 1,247.76																										

* * * * * Totals for Tax year 2012																										
# of Properties Processed 144,824																										

Original Balances \$5,129,774.05 \$1,997,993.51 2,559,242.00 218,866.12 CB Deferred Interest Fees																										
Total Adjustments 53,850.18 119,267.37 2,313,105.58 217,288.56 .00 433,529.30 3,881.33																										
Total Collections 54,384,506.83 \$1,735,183.42 2,313,105.58 844.57 .00 433,529.30 32,050.25																										
Unpaid Balances 273,316.99 142,342.72 14,307.08 662.99 .00 114,200.02 1,804.16																										

* * * * * Totals for Tax year 2013																										
# of Properties Processed 112,175																										

Original Balances \$4,024,266.89 \$0,733,057.05 2,554,463.00 225,399.79 CB Deferred Interest Fees																										
Total Adjustments 129,229.34 94,753.44 2,337,852.86 3,189.77 .00 379,902.75 2,396.73																										
Total Collections 53,396,808.01 \$0,492,624.56 2,439,755.69 1,464.92 .00 379,902.75 32,050.25																										
Unpaid Balances 496,229.54 148,479.62 21,036.45 232,345.10 .00 108,992.22 1,376.71																										

* * * * * Totals for Tax year 2014																										
# of Properties Processed 68,381																										

Original Balances \$6,618,870.85 \$3,328,792.11 2,589,290.00 234,870.44 CB Deferred Interest Fees																										
Total Adjustments 267,662.91 345,730.08 82,593.61 445,116.43 .00 347,498.48 2,307.88																										
Total Collections 56,086,533.76 \$3,162,377.43 2,521,096.33 2,272.98 .00 347,498.48 25,100.86																										
Unpaid Balances 292,111.10 157,128.49 30,862.68 582.21 .00 101,171.74 2,376.68																										

* * * * * Totals for Tax year 2015																										
# of Properties Processed 74,037																										

Original Balances \$5,880,687.68 \$1,122,449.39 3,851,944.00 423,473.98 CB Deferred Interest Fees																										
Total Adjustments 888,505.13 174,158.58 270,647.43 418,713.18 .00 418,123.23 44,697.11																										
Total Collections 5,880,687.68 \$1,122,449.39 3,851,944.00 423,473.98 .00 418,123.23 44,697.11																										
Unpaid Balances 888,505.13 174,158.58 270,647.43 418,713.18 .00 418,123.23 44,697.11																										

ACS TAX COLLECTION SYSTEM		BOC MONTHLY REPORT										CARTERET COUNTY					PAGE 2									
09/01/2020 14:02:50												TC650R														
Typ Bill	Year Property Number	Dist	Twn	Sch	Special Districts					User Codes					Deferred	Defer	MV									
		Code			1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	Flag	Inelig	Batch	

* * * * * Totals for Tax year 2016																										
# of Properties Processed 78,522																										

Original Balances \$7,579,500.61 \$2,998,419.93 3,626,613.00 450,647.88 CB Deferred Interest Fees																										
Total Adjustments 890,963.53 345,730.08 82,593.61 445,116.43 .00 365,200.74 10,390.07																										
Total Collections 56,179,567.16 \$2,348,589.39 3,483,747.01 4,809.49 .00 298,120.42 17,338.41																										
Unpaid Balances 508,969.92 307,140.46 60,272.38 731.96 .00 132,053.65 8,781.47																										

* * * * * Totals for Tax year 2017																										
# of Properties Processed 79,452																										

Original Balances \$8,948,181.04 \$4,088,967.10 3,823,304.00 486,352.01 CB Deferred Interest Fees																										
Total Adjustments 482,363.58 313,730.29 1,28,007.04 450,647.88 .00 365,200.74 10,390.07																										
Total Collections 57,354,222.89 \$4,602,111.77 3,682,750.85 2,447.58 .00 230,829.39 56,711.19																										
Unpaid Balances 1,112,288.48 422,374.95 87,487.99 461,705.11 .00 134,371.35 6,349.08																										

* * * * * Totals for Tax year 2018																										
# of Properties Processed 78,631																										

Original Balances \$9,994,216.69 \$5,341,827.56 3,823,304.00 486,352.01 CB Deferred Interest Fees																										
Total Adjustments 418,455.25 376,037.62 42,284.74 450,647.88 .00 302,715.48 16,200.00																										
Total Collections 58,203,223.26 \$4,602,111.77 3,682,750.85 2,447.58 .00 202,715.48 10,497.41																										
Unpaid Balances 1,266,540.54 894,123.57 109,828.28 482,838.62 .00 114,137.64 5,632.43																										

* * * * * Totals for Tax year 2019																										
# of Properties Processed 79,908																										

Original Balances \$1,014,486.14 \$6,481,324.44 3,827,703.00 485,872.13 CB Deferred Interest Fees																										
Total Adjustments 58,880,707.26 \$4,973,662.79 3,603,574.51 700.20 .00 101,322.93 1,446.83																										
Total Collections 58,880,707.26 \$4,973,662.79 3,603,574.51 700.20 .00 101,322.93 1,446.83																										
Unpaid Balances 1,915,283.63 1,131,623.83 181,843.75 485,004.24 .00 106,253.64 10,558.17																										

* * * * * Totals for Tax year 2020																										
# of Properties Processed 80,924																										

Total TAX Spec Asmt Deferred CB Deferred Interest Fees																										

Shore Protection Manager
Greg L. Rudolph
Tel: (252) 222.5835
Fax: (252) 222.5826
grudolph@carteretcountync.gov



Memorandum

To: Carteret County Board of Commissioners (CBOC)
From: Greg "rudi" Rudolph
Date: September 21, 2020
Re: **Cape Lookout Waterways
Cost-Share Request (\$1,300,000)**

The CBOC is respectfully asked to consider and approve a request to furnish \$1,300,000 to the N.C. Division of Water Resources aimed towards dredging a series of waterways serving south Core Banks and the Cape Lookout Bight. The channel network includes the Congressionally-authorized channel "Channel to Back Sound & Lookout Bight" which generally extends from Harker's Island to the Bight itself, and incorporates the severely shoaled "s-turns" area. The remaining channels are administered by the National Park Service (NPS) and encompasses the Great Island Ferry Channel, the Lighthouse Channel, Les and Sally's Channel, and the Shackelford Dock Channel.

As a refresher, the CBOC may remember a Cooperating Management Agreement was executed between the County and the NPS in July 2019 providing the terms and conditions for the County to accept funding from the NPS among other items of local cooperation. The State's Shallow Draft Navigation Channel and Aquatic Weed Fund (Shallow Draft Fund) is clear with respect that the cost-share for dredging projects located in Economic Tier II and III Counties shall be for at least one non-State dollar for every two dollars from the Fund. To this effect, the County received \$590,554 from the NPS in 2019, which ultimately equated to a \$590,554 non-State (1:3) and \$1,181,108 State (2:3) contribution; resulting in a total of \$1,771,662 that was provided directly to the U.S. Army Corps of Engineers (Corps). Last month (August 2020), the CBOC codified the use of these monies by formally requesting the Corps to prepare an Environmental Assessment/Finding of No Significant Impact to secure the necessary permits and authorizations to conduct the dredging work.

Just recently, the NPS has provided an additional \$1,300,000 to the County and utilizing the same instruments mentioned above, we intend to request that these \$1,300,000 of non-State funding be cost-shared with the State using the 1:3 Shallow Draft Fund formula resulting in a \$3,900,000 contribution to the Corps - \$1,300,000 (1:3) non-State + \$2,600,000 State (2:3). The State has a Long-Term Memorandum of Agreement in place to execute this transfer of funds to the Corps. We fully expect this new round funding will be used for construction (i.e., dredging & disposal), and the attached letter to the N.C. Division of Water Resources codifies our cost-sharing request and use of funds.

A budget amendment is also attached for your approval that serves as a proper "pass through" of the \$1,300,000 provided to the County that as articulated above, will subsequently be provided to and cost-shared with the State. We're very pleased to have work with the NPS to get to this point and for the funding they have provided - this is probably our number one waterway priority in the County and we're glad to see forward momentum continue.

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Board of Commissioners
Bill Smith, Chair
Robin Comer, Vice-Chair
Bob Cavanaugh
Chris Chadwick
Jimmy Farrington
Mark Mansfield
Ed Wheately



County Manager
Tommy R. Burns
tommy.burns@carteretcountync.gov
Clerk to the Board
Rachel B. Hammer
rachel.hammer@carteretcountync.gov

September 21, 2020

Mr. Kevin Hart
Coastal Infrastructure Program Manager
NCDEQ - Division of Water Resources
1617 Mail Service Center
Raleigh, North Carolina 27699-1617

Re: **Request & Funding Submission for Waterways Serving Cape Lookout**
Carteret County

Dear Mr. Hart:

Today, the Carteret County Board of Commissioners approved the authorization of \$1,300,000 to be cost-shared with the Shallow Draft Navigation Channel and Aquatic Weed Fund (Shallow Draft Fund) consistent with the conditions in the State's Long-Term Memorandum of Agreement (MOA) with the U.S. Army Corps of Engineers (Corps) for the maintenance dredging of several waterways that serve the Cape Lookout National Seashore. These waterways provide vital navigational linkage to National Park Service (NPS) properties along the southern reach of Core Banks and to the iconic Cape Lookout Lighthouse area itself that residents, visitors, and businesses depend on. The subject channel network more specifically includes the Congressionally-authorized channel "Channel to Back Sound & Lookout Bight" and a series of channels known as the Great Island Ferry Channel, the Lighthouse Channel, Les and Sally's Channel, and the Shackelford Dock Channel administered by the NPS.

For the most part, the aforementioned channels have not been maintained in decades and shoaling has reached a critical stage - in so far that the U.S. Coast Guard has removed several Aids to Navigation within the "Channel to Back Sound" & Lookout Bight" that serves as the main thoroughfare between Harker's Island and the Cape Lookout Bight. We are working closely with the Corps and NPS to develop an Environmental Assessment/Finding of No Significant Impact that will characterize the shoaling sediments, identify disposal sites, and evaluate environmental resources so we can dredge the waterway network to provide safe navigational passage for the boating community.

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Mr. Kevin Hart
Page 2 of 2
September 2, 2020

To these ends, we have directed our Finance Department to prepare and submit a \$1,300,000 check immediately to the Division of Water Resources. Using the "2 State dollars for 1 non-State dollar" formula guiding the Shallow Draft Fund, this should result in \$3,900,000 to be provided directly to the U.S. Army Corps of Engineers for construction (dredging and disposal) consistent with the State/Corps MOA, equating to \$1,300,000 non-State (1:3) and \$2,600,000 (2:3) Shallow Draft Fund.

Please don't hesitate to contact me if you have any questions concerning this request and we appreciate the past and future partnership between our two organizations.

Sincerely,

Bill Smith, Chairman
Carteret County Board of Commissioners

Carteret County

Budget Amendment

Fiscal Year 2019-2020

Department: Capital Improvement Fund

Date: 9/21/2020

Justification: Appropriate DOI National Park Service funds: Cape Lookout waterways

Fund	Description	Account Number	Increase
Capital Improvement	Revenues		
	National Park Service Funds	400.20.3811.200	<u>1,300,000</u>
	Total Increase in Revenues		<u>1,300,000</u>
	Expenditures		
	Waterway maintenance	400.20.8110.82100	<u>1,300,000</u>
	Total Increase Expenditures		<u>1,300,000</u>

Approval Chairman, Board of Commissioners _____

Date: _____

4. Approval to Deny Waiver of Greenbox Fees for Mr. Paul Kelly for the Years 2017, 2018 and 2019



Sarah T. Davis
Tax Administrator

MEMORANDUM

TO: Board of Commissioners
FROM: Sarah Davis, Tax Administrator
SUBJECT: Waiver of Greenbox Fees
DATE: August 11, 2020

Mr. Kelly would like to appeal the tax office's decision to not refund the disposal fees for 2017, 2018 and 2019. This fee is a \$165 greenbox fee for each year. The tax office did however refund the disposal fee for 2020 as he provided trash pickup documentation within the tax year.

I do not recommend approval for this refund as our policy to all of our taxpayers is to provide documentation of trash pickup to the tax office in the tax year that is being billed and currently collected. Mr. Kelly failed to provide proof for years 2017, 2018 and 2019 in those actual tax years.

Sarah Davis

From: Lori D. Tupper
Sent: Friday, August 7, 2020 12:44 PM
To: Sarah Davis
Subject: FW: Grreenbox fee waiver
Importance: High

-----Original Message-----

From: D. Paul Kelly <kellys@ec.rr.com>
Sent: Friday, August 7, 2020 12:36 PM
To: Lori D. Tupper <LoriT@carteretcountync.gov>
Subject: Re: Grreenbox fee waiver
Importance: High

CAUTION: This email originated from outside of the organization. Do NOT click links or open attachments unless you recognize the sender and know the content is safe.

Ms. Tupper,

Thank you for providing the exemption from the 2020 disposal fee. Again, this is the first year I recall being notified that residents with private collection services were overcharged with the disposal fee.

I reviewed the County Ordinances regarding solid waste disposal fees. I can find no provision that disallows a refund of overpaid fees for prior years, nor do I find any prohibition on certifying the private collection was provided in prior tax years.

I wish at this time to formally appeal this decision not to refund the annual disposal fees for 2017, 2018, and 2019 for this property. Please advise any procedures or additional documentation your office requires to formally act upon said appeal.

Again, thank you for your assistance and thank you for your service to our County.

Cordially,
D. Paul Kelly

On 8/5/20, 3:23 PM, "Lori D. Tupper" <LoriT@carteretcountync.gov> wrote:

Mr. Kelly,
I have waived the fee for 2020 but we cannot waive fees retroactively. They have to be waived within that tax year. Attached is a copy of your 2020 corrected bill. I will put this in the mail to you.

If you still have questions, let us know.

Lori

-----Original Message-----

From: D. Paul Kelly <kellys@ec.rr.com>
Sent: Tuesday, August 4, 2020 5:22 PM
To: Lori D. Tupper <LoriT@carteretcountync.gov>
Subject: Greenbox fee waiver
Importance: High

CAUTION: This email originated from outside of the organization. Do NOT click links or open attachments unless you recognize the sender and know the content is safe.

Ms. Tupper,

My tax statement this year contained a notice that the Greenbox Fee of \$165 would be waived if the property owner used a curbside pickup service. This is the first time I have seen this waiver requirement.

I reviewed my previous tax statements and notice I was charged (and subsequently paid) a Greenbox Fee of \$165 in 2017, 2018, and 2019 also. I am attaching paid invoices for curbside trash pickup service in 2017, 2018, 2019 and 2020. I have also attached my 2020 property tax statement for your reference.

Please credit my account for overpayment/waiver of the Greenbox Fee for each of these years and provide a revised statement of current amount due.

Thank you for your service to our County.

Cordially,
D. Paul Kelly

Disclaimer: The content of this message and all attachments are subject to NC Public Record Law. According to the law all information except the property of a private individual is considered public record and subject to disclosure upon request to third parties without prior notification. If you are not the intended recipient of this message contact the sender immediately and delete the message from your files. Thank you for your cooperation.

5. Approval of Resolution & No Conflict of Interest Certification for the East Taylors Creek Dredging Project

Shore Protection Manager
Greg L. Rudolph
Tel: (252) 222.5835
Fax: (252) 222.5826
grudolph@carteretcountync.gov



Memorandum

To: Carteret County Board of Commissioners (CBOC)
From: Greg "rudl" Rudolph
Date: September 21, 2020
Re: **East Taylors Creek Dredging Project**
- Approval of Resolution and No Conflict of Interest Certification, Shallow Draft Navigation Channel Dredging and Aquatic Weed Fund

The CBOC is respectfully requested to consider and approve the attached *Resolution and No Conflict of Interest Certification* associated for a dredging event tentatively planned at East Taylors Creek located within the County's unincorporated footprint that essentially connects Taylors Creek along the Beaufort waterfront to the North River and Shackelford Slough. These documents will be submitted as part of a grant package to access the State's Shallow Draft Navigation Channel Dredging & Aquatic Weed Fund (Shallowdraft Fund) utilizing a "2 State dollar for 1 Local dollar" reimbursement formula.

East Taylors Creek has gained popularity in the past few years because of its proximity to the NCWRC boat ramp and the local businesses that have constructed storage facilities, ramps, and other boating infrastructure off Lennoxville Road. However, East Taylors Creek is chronically shoaled and while the channel is a Congressionally-authorized U.S. Army Corps of Engineers channel, the federal government has stopped providing any dredging funding and the Corps will have to re-permit the area to even use non-federal funds to dredge the channel with the government fleet. Moreover, the authorized depth of East Taylors Creek is only -7 feet Mean Lower Low Water (MLLW) while the adjoining Taylor Creek is authorized to -12 feet MLLW.

Since late 2017/early 2018 we have been conducting fieldwork, evaluating dredging options, and coordinating permit efforts to re-align the channel in a more historical and favorable position, and to deepen its authorized depth to match that of Taylors Creek (i.e., from -7 feet MLLW to -12 feet MLLW). These efforts have been funded via the "2 State dollar for 1 Local dollar" formula availed by the Shallowdraft Fund as well (NCDEQ Contract No. 7449) totaling \$204,421 (\$136,281 State and \$68,140 County) and successfully culminated in securing a CAMA Major Permit (#35-20) earlier this year. In total, approximately 35,600 cubic yards will be dredged to re-align and deepen the channel with dredge spoils to be placed within two approved upland disposal areas located at the Atlantic Veneer property (see figures 1 and 2). A disposal agreement between the County and Atlantic Veneer was executed in July 2019.

The CBOC is aware our dredging window is from November 16th to March 31st and as described above, we are seeking to dredge/dispose 35,600 cubic yards. This is a considerable amount of material - for instance, the Atlantic Harbor Project we just completed entailed 8,800 cubic yards. As such, we want to maximize the time provided in the 2020-2021 dredging window. This means we need to get the grant materials submitted as soon as possible so we can receive the award notification and prepare the bid solicitation package to leverage the time afforded to us to dredge.

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2

Our anticipated cost of the project is \$1,950,000 and should be considered more as our grant budget to provide an upper limit type of number to work with. Thus, by employing the "2 State dollar for 1 non-State dollar" formula associated with the Shallow Draft Fund; **we're estimating the \$1,950,000 total project cost should equate to a \$1,300,000 State reimbursement and a \$650,000 actual County (non-State) cost.**

The County's Waterways Management Committee agreed to proceed with submitting the grant application, and construction can be contingent on whether or not the County's sales tax referendum passes. Thus, at this point, the CBOC is not obligating any funds for the construction phase of the project but are just securing the grant to enable construction to occur at a later date - possibly this winter if the referendum passes or next winter if the Board is interested in doing so under a different financing mechanism. In order to apply for the "2 State dollar for 1 non-State dollar" reimbursement grant from the Shallow Draft Fund; the attached Resolution and No Conflict Certification are required as part of the grant application package. If approved, we will subsequently execute a grant contract with NCDEQ and proceed with the bid solicitation/award process when ready.

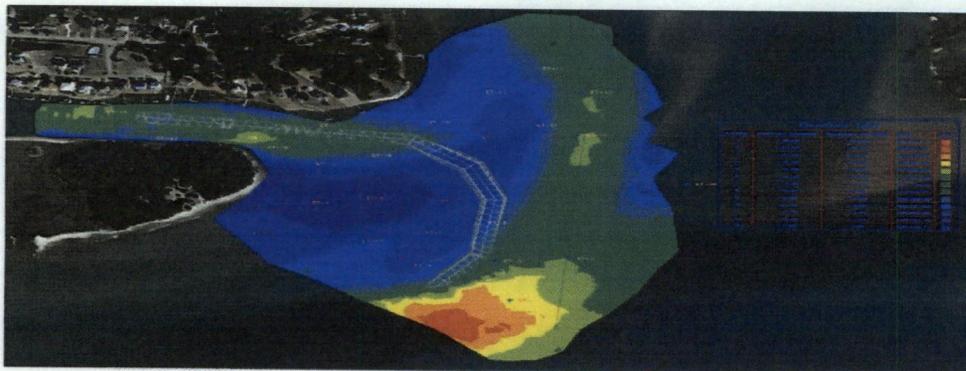


Figure 1 - Site map depicting the location of the proposed configuration of East Taylors Creek including the re-alignment of the channel from its current due west-east orientation and deepening of the channel from -7 feet MLLW to -12 feet MLLW.

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Figure 2 – Disposal site vicinity map illustrating the areas secured for sandy dredged shoal material consistent with an agreement executed between the County and Atlantic Veneer.

Board of Commissioners
 Bill Smith, Chair
 Robin Comer, Vice-Chair
 Bob Cavanaugh
 Chris Chadwick
 Jimmy Farrington
 Mark Mansfield
 Ed Wheatly



County Manager
 Tommy R. Burns

Clerk to the Board
 Rachel B. Hammer

**RESOLUTION
 CARTERET COUNTY BOARD OF COMMISSIONERS**

**TO ACQUIRE A GRANT FROM THE NORTH CAROLINA SHALLOW DRAFT NAVIGATION
 CHANNEL DREDGING & AQUATIC WEED FUND
 TO SUPPORT DREDGING OF EAST TAYLORS CREEK**

WHEREAS, East Taylors Creek represents an important navigational thoroughfare for Carteret County and the adjacent political jurisdiction of the Town of Beaufort connecting Taylors Creek to North River and Shackleford Slough; and,

WHEREAS, the Federal Government through the auspices of the U.S. Corps of Engineers historically maintained East Taylors Creek; and,

WHEREAS, because of funding restraints, Federal maintenance of the channel has been sporadic over the course of the past few decades; and,

WHEREAS, the Carteret County Board of Commissioners value the economic, recreational, and environmental benefits of the County's waterways and their continued maintenance; and,

WHEREAS, the Carteret County Board of Commissioners also seek to be proactive with respect to the waterways and are open to initiatives that benefit the County by improving waterways, promote efficiency of dredging and disposal practices, and enable the County to leverage State funding; and,

WHEREAS, the East Taylors Creek and its proximity to the boating waterfront of Taylors Creek is considered as a regional resource and shoaling conditions in this waterway have reached a critical point, and thus the County has identified East Taylors Creek as a primary navigation improvement initiative; and,

WHEREAS, the widening, deepening, and re-alignment of the East Taylors Creek Channel has been evaluated and ultimately selected as a navigation improvement for this waterway; and,

WHEREAS, the County has completed the engineering design, identified disposal areas, and secured a Major CAMA Permit (#35-20) and other requisite authorizations for the proposed channel design; and,

WHEREAS, sandy dredged material will be placed upland at an approved property located in unincorporated Carteret County immediately north of the intersection of Lennoxville Road and Lucas Lane.

NOW, THEREFORE, BE IT RESOLVED,

1) The Board of Commissioners requests the State of North Carolina to provide financial assistance in the form of a \$1,300,000 reimbursement grant to Carteret County to re-align and deepen East Taylors Creek to match the adjoining dimensions of Taylors Creek, which will entail the dredging and disposal of approximately 35,600 cubic yards estimated to total \$1,950,000, and therefore equates to a "2 State dollars for 1 non-State dollar" cost schedule consistent with guidance provided for the State's Shallow Draft Navigation Channel Dredging & Aquatic Weed Fund; and

2) The County understands the responsibilities associated with accepting State reimbursements and shall as practical;

1. Assume full obligation for payment of the balance of project costs.
2. Obtain all necessary State and Federal environmental permits.
3. Comply with all applicable laws governing the award of contracts and the expenditure of public funds by local governments.
4. Supervise construction of the project to assure compliance with permit conditions and to assure safe and proper construction in accordance with approved plans and specifications.
5. Obtain appropriate easements, rights-of-way or suitable spoil disposal areas that may be necessary for the construction and operation of the project without cost or obligation to the State.
6. Assure that the project is open for use by the public on an equal basis with limited restrictions (if on public property).
7. Hold the State harmless for any damages that may result from the construction, operation, and maintenance of the project.
8. Accept responsibility for operation and long-term maintenance of the completed project.

ADOPTED, this the 21st day of September 2020.

Bill Smith, Chairman
Carteret County
Board of Commissioners

Attest:

Rachel Hammer, Clerk to the Board

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Board of Commissioners
Bill Smith, Chair
Robin Comer, Vice-Chair
Bob Cavanaugh
Chris Chadwick
Jimmy Farrington
Mark Mansfield
Ed Wheatly



County Manager
Tommy R. Burns
tommy.burns@carteretcountync.gov
Clerk to the Board
Rachel B. Hammer
rachel.hammer@carteretcountync.gov

**CONFLICT OF INTEREST POLICY
CARTERET COUNTY BOARD OF COMMISSIONERS**

East Taylors Creek Dredging Project

Carteret County hereby certifies that County employees and Board of Commissioner members comply with NCGS 14-234 and that the County has and complies with its own executed conflict of interest policy. In addition, we have confirmed that the County meets the provisions of the Conflict of Interest Policy below and that County employees and Board of Commissioner members do not have any actual or apparent conflict of interest with respect to the project for which the County has applied.

Conflict of Interest Defined:

A conflict of interest is defined as an actual or perceived interest by an Employee/Board Member in an action that results in, or has the appearance of resulting in, personal, organizational, or professional gain. A conflict of interest occurs when an Employee/Board Member has a direct or fiduciary interest in another relationship. A conflict of interest could include:

- Ownership with a member of the Board or an Employee where one or the other has supervisory authority over the other or with a client who receives services.
- Employment of or by a member of the Board or an Employee where one or the other has supervisory authority over the other or with a client who receives services.
- Contractual relationship with a member of the Board or an Employee where one or the other has supervisory authority over the other or with a client who receives services.
- Creditor or debtor to a member of the Board or an Employee where one or the other has supervisory authority over the other or with a client who receives services.
- Consultative or consumer relationship with a member of the Board or an Employee where one or the other has supervisory authority over the other or with a client who receives services.

The definition of conflict of interest includes any bias or the appearance of bias in a decision-making process that would reflect a dual role played by a member of the organization or group. An example, for instance, might involve a person who is an Employee and a Board Member, or a person who is an employee and who hires family members as consultants.

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Employee Responsibilities:

It is in the interest of the organization, individual staff, and Board Members to strengthen trust and confidence in each other, to expedite resolution of problems, to mitigate the effect and to minimize organizational and individual stress that can be caused by a conflict of interest.

Employees are to avoid any conflict of interest, even the appearance of a conflict of interest. This organization serves the community as a whole rather than only serving a special interest group. The appearance of a conflict of interest can cause embarrassment to the organization and jeopardize the credibility of the organization. Any conflict of interest, potential conflict of interest or the appearance of a conflict of interest is to be reported to your supervisor immediately. Employees are to maintain independence and objectivity with clients, the community, and organization. Employees are called to maintain a sense of fairness, civility, ethics, and personal integrity even though law, regulation, or custom does not require them.

Acceptance of Gifts:

Employees, members of employee's immediate family, and members of the Board are prohibited from accepting gifts, money or gratuities from the following:

- a. Persons receiving benefits or services from the organization;
- b. Any person or organization performing or seeking to perform services under contract with the organization;
- c. Persons who are otherwise in a position to benefit from the actions of any employee of the organization.

Employees may, with the prior written approval of their supervisor, receive honoraria for lectures and other such activities while on personal days, compensatory time, annual leave, or leave without pay. If the employee is acting in any official capacity, honoraria received by an employee in connection with activities relating to employment with the organization are to be paid to the organization.

William H. Smith, Chairman
Carteret County
Board of Commissioners

Date

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6. Approval of the County's Proposed NCACC Legislative Goals & Approval for the Chairman to Sign Letter in Support of Goals

Board of Commissioners
Bill Smith, Chair
Robin Comer, Vice-Chair
Bob Cavanaugh
Chris Chadwick
Jimmy Farrington
Mark Mansfield
Ed Wheatly



County Manager
Tommy R. Burns
Clerk to the Board
Rachel B. Hammer

September 21, 2020

Ms. Amber Harris
Director of Government Relations
N.C. Association of County Commissioners
323 West Jones Street, Suite 500
Raleigh, NC 27603

Dear Ms. Harris:

At the September 21, 2020 meeting of the Board of Commissioners for Carteret County, we reviewed and agreed to ask that the following goals be considered during the 2021-22 NCACC Legislative Goals process:

- Flexibility in the use of 911 funds;
- Protection of and continued funding of the Shallow Draft Navigation Fund;
- Provide funding for rural Counties for broadband investment;
- Provide Counties the right to meet the legal requirements of public notices by posting those notices on the County's website;
- Adequate funding for adult protective services and guardianship to local DSS offices; ensure greater protection of this population by evaluating current State laws and improving behavioral health services for vulnerable, older and disabled adults;
- Amend applicable General Statutes regarding Medicaid eligibility determination and apply a cap for claims against County DSS offices; ensure a State level appeals process prior to an assessment for reimbursement;
- Preserve Federal and State Block Grants for County-administered programs (TANF, SSBG, CSBG, CCDBG, HCCBG), oppose unfunded mandates, and prevent unnecessary workload increases to Counties;
- Support the recommendation of the Social Services Working Group regarding NCFASST.

We appreciate your consideration of these goals. Please do not hesitate to contact Tommy Burns, County Manager, if you have any questions or need additional information.

Sincerely,

William H. Smith, Chairman
Carteret County Board of Commissioners

WHS/rbh
copy: Tommy R. Burns, County Manager

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7. Approval of Budget Amendment in Support of the Appropriation of the Governor's Crime Commission Grant for the Sheriff's Office: \$24,849

Carteret County

Budget Amendment

Fiscal Year 2020-2021

Department: Sheriff

Date: 9/21/2020

Justification: Appropriation of Governor's Crime Commission Grant for COVID equipment and supplies.

Fund	Description	Account Number	Increase	
General Fund	Revenues	Misc. grant line	110.10.3431.312	24,849
Total Increase in Revenues			<u>24,849</u>	
General Fund	Expenditures	Supplies	110.10.4314.20000	24,849
Total Increase Expenditures			<u>24,849</u>	

Approval Chairman, Board of Commissioners _____

Date:

8. Approval of Revitalization of Carteret Emergency Communications

COUNTY OF CARTERET
DEPARTMENT OF EMERGENCY SERVICES

Stephen Rea
Emergency Services Director



Office 252-222-5841
Mobile 252-241-1630
stephen.rea@carteretcountync.gov

DATE: Monday August 24, 2020
TO: Carteret County Commissioners
FROM: Stephen Rea, Emergency Services Director
SUBJECT: Revitalization of Carteret Emergency Communications

The Carteret County Emergency Communications Center (CEC) was constructed inside the Morehead City Police Department in 2008. CEC is a fully consolidated emergency communications center, answering and dispatching for all public safety departments in Carteret County.

There have been no renovations, upgrades, or remedial repairs made to CEC in the 12 years since it was originally built. During this time the staffing of the center has expanded, requiring more space to house the needed consoles and training environments. With the room in use 24 hours per day for 12 years, it is also necessary to make repairs or replace aging infrastructure such as the carpet.

Attached you will find a quote for repairs to the center and the removal of a wall to create more usable work space. The additional space is necessary to reconfigure the dispatch consoles to be more conducive to the work the Telecommunicators do for the County each day. The carpet in the center is in disrepair and requires replacement

In the current Joint Memorandum of Agreement (attached), page 2 section 3 states "The cost of building maintenance, repairs, insurance, utilities, and custodial services will be shared 18.8% by County and 81.2% by Morehead City." This project is prudent and necessary to ensure that Carteret Emergency Communications has the space and ability to continue to provide citizens and visitors of Carteret County with the quality 911 and dispatch services.

911 Fund Spending Plan 2020

Background: Carteret County has a current 911 fund balance of ~1.3 million dollars. Failure to spend these funds on 911 related expenditures can / will result in the State reclaiming the funds from Carteret County to use in other areas. Additionally, maintaining a high fund balance significantly reduces the amount of money allocated from the State annually.

Goal: To secure approved 911 related expenditures to lower the fund balance and update the current 911 center.

Project: Make back-up 911 center fully functional

Scope: The back up 911 facility for Carteret Emergency Communications is currently located at Carteret Emergency Communications. The equipment there is mobile, meaning that it is lap top based.

Currently there are 8 telephone machines, 4 CAD machines, and 4 Radios available. To make this fully functional, the 911 fund will be used to purchase the following:

- 4 CAD computers and licenses (Approximately \$5,000)
- Replace existing 4 lap tops due to age (Approximately \$5,000)
- 4 radio computers and radio licenses (Approximately \$6,500)
- Audio consolidation equipment to make the phone and radio work from one headset (Approximately \$4,000)
- Second monitors required for all CAD lap tops so that CAD map can be functional (Approximately \$900)

Total Cost to fully equip the back-up site: Approximately \$21,400

Project: Update and reconfigure existing primary PSAP

Scope: Carteret Emergency Communications has been using the same console desks and monitor mounts for 10 years. The moving parts of the consoles are breaking down, requiring considerable repair several times per year. Replacement of all 9 dispatcher consoles is needed.

The current lay out of the consoles in the 911 center is not conducive to the team work that is required for 911. The current lay out is configured as "office cubicles" in rows, which is counterintuitive for the dispatch process.

Updating the 911 center will require the following approximate spending from the 911 fund reserve balance.

- 9 new consoles (\$35,000 each) for a total of \$315,000
- New center tables inside console pods \$10,000
- Replacement of chairs in the 911 center (9 chairs at \$1,200 per chair) = \$10,800

Note: The 911 fund will not pay for certain parts of this project. These include facilities costs (electrical, cabling, carpet, cleaning of carpeted walls in center). These charges have been estimated by building services and ECI at \$81,000.

911 fund total spending: \$335,800. Non-covered costs of \$81,000

Total estimated Project Cost: \$416,800

Project 3: UPS Work

Scope: Currently the UPS system on Communications is 2 separate UPS units that do not load share. One part of the facility is routed to a single UPS and the remainder on the 2nd UPS. This creates 2 individual points of failure with no back up to each UPS unit. UPS work is required to make the units "work together." Each unit should be a fall back for the other to ensure continuity of service.

Estimated cost to "marry" the UPS units so that if one fails the other can pick up the load: \$20,000

Total planned 911 fund spending in 2020 (not including previously budgeted items in the 2020 budget process) = \$377,200



PROJECT ESTIMATE

Carteret County Public Buildings, 5321 Business Drive Newport, NC 28570
 252-241-5913 | Ray.farnum@carteretcountync.gov

CUSTOMER
 E 911

Project Name
 Dispatch Renovation

DATE
 7/28/2020

ADDRESS
 300 N 12th Street

CITY/STATE/ZIP
 Morehead City, NC 28557

P.O.C
 Brandy Osborne

E-MAIL
 Brandy.osborne@carteretc
 countync.gov

NUMBER
 252-732-6901

BUDGET AMOUNT
 XXX

PREPARED BY:
 Ray Farnum

ATTENTION
 Brandy Osborne

REQUEST DATE
 7/28/2020

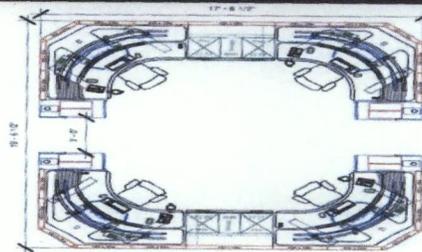
DUE DATE
 08/05/2020

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	Remove one wall. Relocate emergency exit signs and lights, add/cap electrical. Add ceiling supports for fibers, plumbing and conduit. Tie into existing grid.	\$15,000.00	\$15,000.00
1	Relocate flooring electrical for work stations.	\$14,000.00	\$14,000.00
1	Remove and relocate other electrical.	\$11,000.00	\$11,000.00
1	Replace Carpet tiles in dispatch and hallway.	\$18,000.00	\$18,000.00
1	ECI - Quote to Brandy	\$10,000.00	\$10,000.00
1	Labor for removal of work stations/other furniture.	\$6,000.00	\$6,000.00

THIS PROPOSAL INCLUDES THE CONDITIONS NOTED:
 Budgetary Quote Only.

SUBTOTAL	\$76,000.00
TAX RATE	8.75%
SALES TAX	\$6,130.00
OTHER	
TOTAL	\$81,130.00

xybix Xybix Product Spec Sheet
TYPICAL CONFIGURATIONS



① Corral Configuration
 3/16" = 1'-0"



② Corral Configuration Rendering
 1/2" = 1'-0"

JOINT MEMORANDUM OF AGREEMENT

BETWEEN MOREHEAD CITY AND CARTERET COUNTY, NORTH CAROLINA

SUBJECT: OPERATION OF A CONSOLIDATED 911 COMMUNICATION CENTER AT THE MOREHEAD CITY POLICE DEPARTMENT BUILDING ON 12TH STREET

WHEREAS, Morehead City is currently renovating a building to provide a new police station at Bridges and 12th Street; and

WHEREAS, Carteret County is planning to consolidate Emergency 911 Communications in the county at a central location; and

WHEREAS, Morehead City has additional capacity available at their new police station site; and

WHEREAS, this property is located in an appropriate central location for a communication center;

NOW THEREFORE be it resolved that Morehead City agrees to lease secure building space to the County for the expressed and explicit purpose of developing a consolidated 911 Communications Center consistent with the following terms which the County accepts:

1. Construction and use of dedicated building space.
 - a) The County agrees to develop space to be used exclusively as a consolidated 911 communications center designed by the selected building architect, Stewart Cooper Newell, to include as many of the following facilities as practical:
 - i A paved parking lot for a minimum of 15 vehicles for county employees;
 - ii Approximately 3,737 square feet of dedicated building space to be used for a central communications room, managers and supervisors offices, storage space, break room, restrooms, and a communications equipment room;
 - b) The County will be wholly responsible for all labor and material expenses for construction of this space along with all associated Architectural and Engineering fees and environmental studies, if any.
2. Construction and use of shared building space.
 - a) The County agrees to co-develop building space and building equipment for the following County uses:
 - i Approximately 3,959 square feet of Tactical Training Room space for 911 Communication Center Staff employee training and an Emergency Operations Center along with common areas such as hallways, restrooms, elevators, mechanical and electrical rooms (training sessions shall be coordinated with the Morehead City Police Department);
 - ii Emergency Generator, site parking, and walkways;
 - b) The County will be responsible for 18.8% of labor and material expenses for construction of this space along with associated Architectural and Engineering fees.

Note: County Net Useable SF / County + Morehead City Net Useable SF = County %
3. Building maintenance, repairs, insurance, utilities, and custodial services as defined herein.

Building Maintenance - The preventive and remedial upkeep of building components (HVAC, electrical, plumbing, elevators, carpentry and painting), including grounds.

Repairs - Replacement or restoration to a good sound condition of building materials, systems, or components that are worn, deteriorated, or broken using materials or components identical, closely similar or better than to the existing.

Insurance - Builder's Risk Coverage and Building Property Damage and Premises Liability Coverage to be purchased by Morehead City. The cost of this coverage is to be shared as stated below.

Note: Each party will maintain its liability insurance and building contents coverage. Each party agrees to a waiver of subrogation where both parties agree to waive any right of recovery from the other party in the event of fire damage exceeding that covered by insurance.

Utilities - Water, Sewer, Electric, Gas, and Heating Fuel excluding telephone and cable.

Custodial Services - Janitorial and other services related to cleaning floors, restrooms, windows, and other building spaces.

The cost of building maintenance, repairs, insurance, utilities, and custodial services will be shared 18.8% by County and 81.2% by Morehead City.
4. Lease

The new facility will have a useful life, as estimated by the architect, of fifty (50) years. The County will enjoy the use of its space along with improvements for the useful life at an annual lease fee of One Dollar. At the end of the useful life, Morehead City and the County will agree on necessary renovations for continued use by the County and the County's share of the costs for such renovations. Upon reaching such agreement, the County shall have the right to renew this lease for an additional extended term of forty-nine (49) years at a lease rate of one dollar (\$1.00). If Morehead City and the County cannot reach such an agreement, this Agreement shall terminate and the County will vacate the facility within one year of written notice from Morehead City's to do so.
5. Authorization for Construction

This document authorizes Morehead City to proceed with construction of space for Carteret County with the understanding that monthly reviews of the work shall be provided to the County Manager or his designee. Carteret County is granted the same rights as Owner in Morehead City Contracts with

Architect or Contractor for work related to County space as described above. Morehead City agrees to comply with the requests of Carteret County where related to County space. Any additional project costs incurred because of amendments, changes and/or add-ons made or caused by the County for special use by their 911 Communication Center, Tactical Training Center, and Emergency Operations Center will be at the County's sole expense. Any additional project costs incurred because of amendments, changes and/or add-ons made or caused by Morehead City shall be at its sole expense. Carteret County agrees to make monthly progress payments for completed Design and Construction work performed.

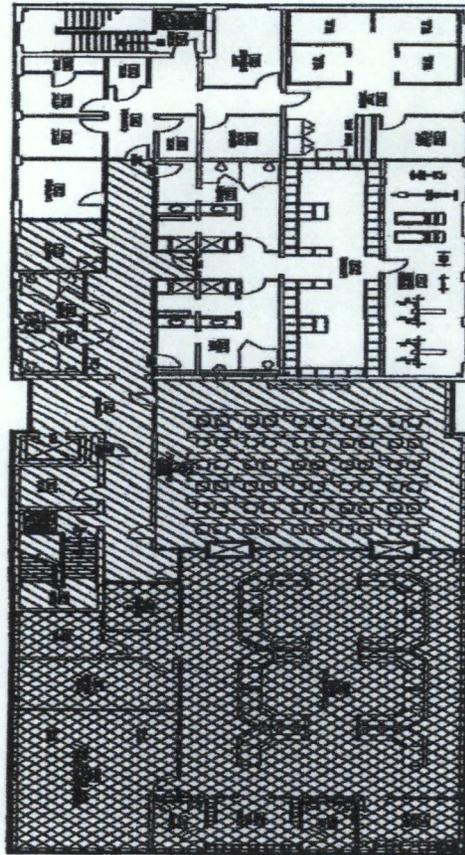
6. Arbitration

In the event that the County or the City shall disagree as to any matter related associated with this agreement or the obligations and benefits thereunder, then either party may submit the matter to arbitration within fifteen (15) days of said disagreement by providing written notice to the other party. The arbitrator shall be an attorney licensed in the State of North Carolina and selected by the mutual agreement of the parties. In the event the parties are unable to agree upon an arbitrator, then each party shall choose an arbitrator and those selected arbitrators shall choose a third party to serve as a third arbitrator. The decision of the arbitrator(s) shall be binding upon the parties. In the event that it is impossible to appoint an arbitrator by the method above described, either party may petition the Superior Court of Carteret County, North Carolina, to appoint an arbitrator to hear the matter. The arbitrator may issue any remedy appropriated, whether in law or in equity. The cost of arbitration shall be equally split between the parties.

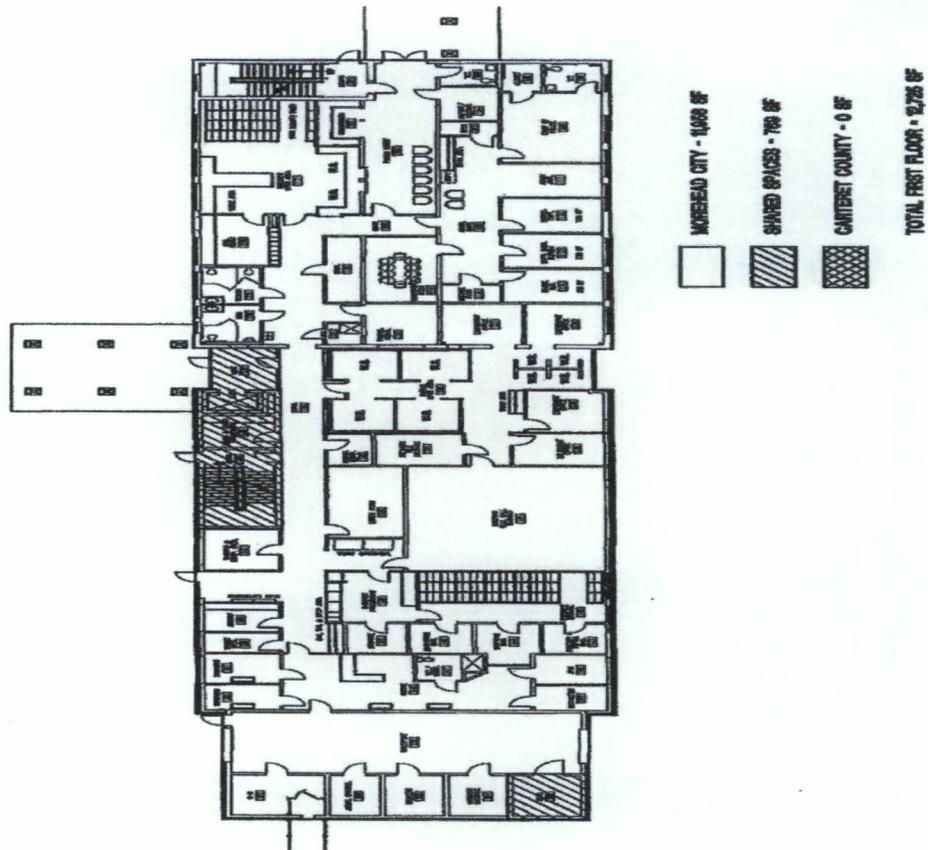
Approved this 18 day of August, 2008.


Jerry Jones, Mayor
Town of Morehead City


Douglas W. Harris, Chairman
Carteret County Commissioners



MOREHEAD CITY - 4,221 SF
SHARED SPACES - 3,100 SF
CARTERET COUNTY - 3,737 SF
TOTAL SECOND FLOOR - 11,058 SF



9. Donation of a Hazardous Material Trailer to Mill Creek Fire and EMS

COUNTY OF CARTERET
DEPARTMENT OF EMERGENCY SERVICES

Stephen Rea
Emergency Services Director



Office 252-222-5841
Mobile 252-241-1630
stephen.rea@carteretcountync.gov

DATE: Tuesday August 25, 2020
TO: Carteret County Commissioners
FROM: Stephen Rea, Emergency Services Director
SUBJECT: Hazardous Material Trailer

Morehead City Fire/EMS Chief Jamie Fulk returned to Carteret County a Hazardous Materials Trailer that was obtained by Carteret County in 2003 from a grant through Homeland Security. At this time Carteret County Emergency Services would like to donate this Hazardous Materials Trailer to Mill Creek Fire and EMS to be used for Hazmat and fire protection in their district. Mill Creek Fire and EMS will title the apparatus, maintain proper insurance and be responsible for all maintenance cost to the apparatus. At the time that Mill Creek Fire and EMS are no longer in the need of the Hazardous Materials Trailer Mill Creek Fire and EMS will be required to dispose of properly or return to Carteret County

10. Approval to Write-Off Old DMV Uncollected Taxes



Sarah T. Davis
Tax Administrator

MEMORANDUM

TO: Board of Commissioners
 FROM: Sarah Davis, Tax Administrator
 SUBJECT: Old DMV Bill Write Off
 DATE: August 25, 2020

I would like to request a release of all old DMV bills that remain uncollected in our tax system.

The tax office for many years was in charge of billing the DMV bills for Carteret County. In 2014, the State took this process over for all 100 counties. This has improved the vehicle tax rate significantly as you cannot get a valid registration without paying for your vehicle taxes first. That was not the case when counties billed and collected for DMV.

Our office currently has \$198,667.76 of old DMV bills uncollected on our system. \$114,140.19 is actual uncollected taxes and the remaining \$84,527.57 is interest that has accrued. These remaining bills range from years 2011 to 2014, as the others have already been written off due to the timing of annual bill write offs. In 2019, the tax office collected a total of \$290.24 for old DMV bills but spent close to \$2,500 generating the delinquent bills and mailing them.

I do not anticipate being able to increase these collects over the next four years as some of these people are deceased and many no longer own the vehicles. Real estate can be easier to enforce collections as you can put a lien on the property or file for foreclosure. Unfortunately, that is not the case with DMV bills. It is near impossible to track down the person and more times than not the taxpayers no longer own the vehicle which leaves the tax office with very little collection enforcement.

Finally, writing these old DMV bills off would prevent our new software vendor from having to build the modules in our new software to support these old bills. These bills have different tax rates and collections rules from our normal property taxes. I have spoken to the other counties who have implemented this new software and they too have released their uncollected DMV balances for the same reasons I am requesting.

I recommend releasing \$198,667.76 of old DMV Bills from 2011 through 2014.

ACS TAX COLLECTION SYSTEM		UNPAID BY ALPH NAME										CARTERET COUNTY		PAGE 1834					
08/24/2020 10:33:31												TC650R							
Typ Bill	Year	Property Number	Dist Code	Twn	Sch	Special Districts	User Codes									Deferred Flag	Defer Inelig	MV Batch	
						1 2 3 4 5 6 7 8 9		1 2 3 4 5 6 7 8 9											
* * * * * Totals for FINAL TOTALS																			
# of Properties Processed		5,055																	
		Total		TAX		Spec Asmt		Deferred		CB Deferred		Interest		Fees					
Original Balances	205,061.65	120,197.51	.00	.00	.00	.00	.00	.00	.00	.00	.00	84,864.18	.00	.00	.00	.00			
Total Adjustments	3,121.50-	3,121.50-	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00			
Total Collections	3,272.39	2,935.82	.00	.00	.00	.00	.00	.00	.00	.00	.00	336.57	.00	.00	.00	.00			
Unpaid Balances	198,667.76	114,140.19	.00	.00	.00	.00	.00	.00	.00	.00	.00	84,527.57	.00	.00	.00	.00			

ACS Tax System		TAX SCROLL										CARTERET COUNTY		PAGE 46	
08/26/2020 12:58:40		Fiscal Year 2019										TC650R			
		Period 07/01/2019 - 06/30/2020													
		TAXES BY ENTITY													
Jurisdiction	Account Type	PERIOD BEGINS	--Bal/Due/Col--			TOTAL	--Payments--		BALANCE	PCE					
COUNTY		06/30/2019	07/01/2019	06/30/2020	000	07/01/2019	06/30/2020	REMAINING	Coll						
	Interest							128.29	0.00						
	TOTAL							83.36	0.00						
1159 BEAUFORT	Taxes							209.67	0.00						
	Interest							0.00	0.00						
1351 MORRISDAD CITY	Taxes							0.00	0.00						
	Interest							0.00	0.00						
1352 ATLANTIC BEACH	Taxes							0.00	0.00						
	Interest							0.00	0.00						
1353 PINE HOLL SHORES	Taxes							0.00	0.00						
	Interest							0.00	0.00						
1354 INDIAN BEACH	Taxes							0.00	0.00						
	Interest							0.00	0.00						
1460 NEWPORT	Taxes							2.86	0.00						
	Interest							2.08	0.00						
	TOTAL							4.91	0.00						
1523 WELTZER	Taxes							5.28	0.00						
	Interest							3.48	0.00						
	TOTAL							8.76	0.00						
1556 EMERALD ISLE	Taxes							0.00	0.00						
	Interest							0.00	0.00						
1597 CAPE CARTERET	Taxes							0.00	0.00						
	Interest							0.00	0.00						
1598 BOOZE	Taxes							0.00	0.00						
	Interest							0.00	0.00						
1561 CEDAR POINT	Taxes							4.36	0.00						
	Interest							3.62	0.00						
	TOTAL							6.97	0.00						
16 HARRERS ISLAND FIRE	Taxes							0.00	0.00						
	Interest							0.00	0.00						
20 ATLANTIC FIRE	Taxes							0.00	0.00						
	Interest							0.00	0.00						
21 SPANCY FIRE	Taxes							0.00	0.00						
	Interest							0.00	0.00						
22 DAVIS FIRE	Taxes							0.00	0.00						
	Interest							0.00	0.00						

*** ACCUMULATIVE GRAND TOTALS ***

Jurisdiction	Amount Type	PRIOR ENDING 06/30/2019	-Rel./Disc/Cor-		TOTAL DUE	-Payments-		BALANCE REMAINING	Pct Coll
			Before 07/01/2019	Thru 06/30/2020		Before 07/01/2019	Thru 06/30/2020		
25 MARSHALLS FIRE	Taxes								
	Interest								
	TOTAL								
27 OTWAY FIRE	Taxes								
	Interest								
	TOTAL								
28 MILL CREEK FIRE	Taxes								
	Interest								
	TOTAL								
29 HARLOWE FIRE	Taxes								
	Interest								
	TOTAL								
30 MITCHELL VILGE FIRE	Taxes								
	Interest								
	TOTAL								
31 BROAD/GALES CK FIRE	Taxes								
	Interest								
	TOTAL								
32 WILDWOOD FIRE	Taxes								
	Interest								
	TOTAL								
35 NEWPORT FIRE	Taxes								
	Interest								
	TOTAL								
37 WESTERN CARTERET FIRE	Taxes								
	Interest								
	TOTAL								
40 STELLA FIRE	Taxes								
	Interest								
	TOTAL								
41 HALTER PACE FIRE	Taxes								
	Interest								
	TOTAL								
42 BEAUFORT FIRE	Taxes								
	Interest								
	TOTAL								
43 SEA LEVEL FIRE	Taxes								
	Interest								
	TOTAL								
44 NORTH RIVER FIRE	Taxes								
	Interest								
	TOTAL								
45 CEDAR ISLAND FIRE	Taxes								
	Interest								
	TOTAL								

*** ACCUMULATIVE GRAND TOTALS ***

Jurisdiction	Amount Type	PRIOR ENDING 06/30/2019	-Rel./Disc/Cor-		TOTAL DUE	-Payments-		BALANCE REMAINING	Pct Coll
			Before 07/01/2019	Thru 06/30/2020		Before 07/01/2019	Thru 06/30/2020		
49 RIVER/MERIMON FIRE	Taxes								
	Interest								
	TOTAL								
17 OTWAY RESCUE	Taxes								
	Interest								
	TOTAL								
19 WEST CARTERET RESC	Taxes								
	Interest								
	TOTAL								
39 MILL CREEK RESCUE	Taxes								
	Interest								
	TOTAL								
46 BEAUFORT RESCUE	Taxes								
	Interest								
	TOTAL								
47 SEA LEVEL RESCUE	Taxes								
	Interest								
	TOTAL								
48 BR/GALES CK RESCUE	Taxes								
	Interest								
	TOTAL								
50 MITCHELL VILLAGE RES	Taxes								
	Interest								
	TOTAL								
51 OF SAND TAX	53 Taxes								
	Interest								
	TOTAL								
54 NON OF SAND TAX	54 Taxes								
	Interest								
	TOTAL								
55 OF SAND TAX	55 Taxes								
	Interest								
	TOTAL								
56 NON OF SAND TAX	56 Taxes								
	Interest								
	TOTAL								
59 BEACH RESOURSH	59 Taxes								
	Interest								
	TOTAL								
75 WATER DISTRICT	75 Taxes								
	Interest								
	TOTAL								
76 WATER DISTRICT	76 Taxes								
	Interest								
	TOTAL								
77 WATER DISTRICT	77 Taxes								
	Interest								
	TOTAL								

*** ACCUMULATIVE GRAND TOTALS ***

Jurisdiction	Amount Type	PRIOR ENDING 06/30/2019	-Rel./Disc/Cor-		TOTAL DUE	-Payments-		BALANCE REMAINING	Pct Coll
			Before 07/01/2019	Thru 06/30/2020		Before 07/01/2019	Thru 06/30/2020		
78 WATER DISTRICT	78 Taxes								
	Interest								
	TOTAL								

*** FINAL GRAND TOTALS ***

Jurisdiction	Amount Type	PRIOR ENDING 06/30/2019	-Rel./Disc/Cor-		TOTAL DUE	-Payments-		BALANCE REMAINING	Pct Coll
			Before 07/01/2019	Thru 06/30/2020		Before 07/01/2019	Thru 06/30/2020		
Taxes									
Interest									
TOTAL									
							174.90		
							126.34		
							290.24		

11. Request to Accept Funding—Agreement Addendum #543 ELC Enhancing Detection Activities, COVID-19 and Approval of Corresponding Budget Amendment: \$164,853

CARTERET COUNTY DEPARTMENT OF HUMAN SERVICES

Cindy P. Holman
Consolidated Human Services Director
cindy.holman@carteretcountync.gov



Clinton W. Lewis
DSS Director
Consolidated Human Services Deputy Director
clint.lewis@carteretcountync.gov

Stephanie M. Cannon, MPA
Health Director
Consolidated Human Services Deputy Director
stephanie.cannon@carteretcountync.gov

To: Carteret County Board of Commissioners
Carteret County Human Services Board

From: Stephanie Cannon
Health Director

Date: August 27, 2020

Subject: Request to Accept Funding – Agreement Addendum #543 ELC Enhancing Detection Activities \$164,853

The Health Department is requesting the Board's approval to accept a funding allocation available through the Division of Public Health, Communicable Disease Branch, to work to prevent, prepare for, and respond to Coronavirus Disease 2019 (COVID-19) by carrying out surveillance, epidemiology, laboratory capacity, infection control, mitigation, communications, and other preparedness and response activities. Agreement Addendum 543 ELC Enhancing Detection Activities will provide funding in the amount of \$164,853.

We request the Board's approval to accept this funding. A copy of the budget amendment and Agreement Addendum are attached. Should you have any questions, please contact me.

Carteret County

AS400

Budget Amendment

Fiscal Year 2020-2021

Department: Health

Date: 8/27/2020

Justification: We are requesting to accept and move funding allocated by the Communicable Disease Branch to support contact tracing, strategic planning, and project management.

Fund	Revenue or Expense	Description: Account Name	Account Number (County General Ledger)	Increase	Decrease
General Fund	Revenues				
	Health Center	State PH Preparedness	110.50.3613.308	164,853	
Total Increase in Revenues				<u>164,853</u>	-
	Expenditures				
	Health Center	Small Equipment	110.50.5110.28000	5,000	
	Health Center	Supplies	110.50.5110.20000	5,000	
	Health Center	Salaries	110.50.5110.12100	119,546	
	Health Center	FICA	110.50.5110.18100	11,846	
	Health Center	Retirement Contribution	110.50.5110.18200	7,743	
	Health Center	401K Plan	110.50.5110.18700	15,718	
Total Increase Expenditures				<u>164,853</u>	-

Approval Chairman, Board of Commissioners _____

Date: _____

Due to the size of the supporting documentation, it is being incorporated into these minutes by reference. A full copy will be retained in the County Manager's Office.

12. Approval of Airport Hurricane Proceeds Budget Amendment: \$1,050,000

CARTERET COUNTY FINANCE

Denise H. Meshaw, CPA
Assistant County Manager
Finance Department



Tel: (252) 728-8410
Fax: (252) 728-0133
deem@carteretcountync.gov
www.carteretcountync.gov

To: Board of Commissioners
From: Dee Meshaw, Assistant County Manager
Date: September 21, 2020
Subject: Airport Hurricane Proceeds Budget Amendment

Attached for your consideration is a \$1,050,000, budget amendment appropriating insurance proceeds to the Airport Authority. The insurance proceeds were received for hurricane Dorian damage to the hangers. The Airport Authority is awarded an EDA grant to replace these hangers, and the insurance proceeds will serve as the required local match for the grant. Approval of the attached budget amendment is recommended.

Carteret County

Budget Amendment

Fiscal Year 2020-2021

Department: Airport Authority

Date: 9/21/2020

Justification: Appropriate and remit insurance proceeds for hurricane hanger damage to airport

Fund	Description	Account Number	Increase	
General Fund	Revenues	Appropriated Fund Balance	110.00.3990.000	1,050,000
	Total Increase in Revenues			1,050,000
General Fund	Expenditures	Airport Hurricane Pass Through	110.20.4530.69910	1,050,000
	Total Increase Expenditures			1,050,000

Approval Chairman, Board of Commissioners _____

Date: _____

13. Approval of Occupancy Tax Penalty Waivers: SIG Management, Inc. (for Doubletree): \$11,596.51; Anthony & Nicole Howell: \$109.63; JESSMARC Properties, LLC: \$48.94

CARTERET COUNTY FINANCE

Denise H. Meshaw, CPA
Assistant County Manager
Finance Department



Tel: (252) 728-8410
Fax: (252) 728-8424
deem@carteretcountync.gov
www.carteretcountync.gov

To: Board of Commissioners
From: Dee Meshaw, Assistant County Manager Finance
Date: September 21, 2020
Subject: Occupancy Tax Penalty Waiver

For your consideration is a request to waive several occupancy tax late paying and late filing penalties. SIG Management, Inc for Doubletree Atlantic Beach has requested a total of \$11,596.51 be waived for the April through June 2020 occupancy filings. SIG Management, Inc for Doubletree Atlantic Beach has never requested a waiver and has always paid on time. Anthony and Nicole Howell respectively request that their penalties for late paying and late filing of \$109.63 for 9717 Dolphin Ridge Road be waived. Mr. and Mrs. Howell recently changed their procedure on reporting occupancy tax and was unable to get the payment in the mail on time. JESSMARC Properties, LLC have requested that their late paying and late filing penalties of \$48.94 be waived for the property located at 9917 Shipwreck Lane. JESSMARC Properties, LLC was unable to place their occupancy payment in the mail on time due to a recent change in the processing of occupancy taxes within the company. Under the provisions of N.C.G.S. 153-A-155 (e) and 105-237, the Board of Commissioners has discretion to waive penalties.

14. Approval of Budget Amendment for the Sheriff's Office to Appropriate Drug Funds to Purchase a Vehicle and Equipment: \$10,566

Office of the Sheriff

ASA B. BUCK, III
SHERIFF



304 CRAVEN STREET
BEAUFORT, NC 28516

PH: 252.728.8400
FAX: 252.504.4818

To: Carteret County Board of Commissioners
From: Sheriff Asa Buck
Subject: Budget amendment to appropriate drug funds to purchase vehicle and equipment
Date: September 21, 2020

I am requesting to appropriate drug funds in the amount of \$10,566 be transferred from the "Drug Fund" – Fund Balance line and be appropriated to the Sheriff's Office vehicle fund line for the purpose of purchasing law enforcement vehicle and equipment for the Sheriff's Office.

Carteret County

Budget Amendment

Fiscal Year 2020-2021

Department: Sheriff

Date: 9/21/2020

Justification: Appropriation of drug funds to purchase vehicle and equipment.

Fund	Description	Account Number	Increase
General Fund	Fund Balance	110.2910.420	10,566
Total Increase in Revenues			10,566
General Fund	Expenditures Vehicle	110.10.4310.51000	10,566
Total Increase Expenditures			10,566

Approval Chairmen, Board of Commissioners _____

Date: 09/21/2020

15. Approval of FEMA Funding & Roll-Forward Budget Amendment: \$125,730

CARTERET COUNTY FINANCE

Denise H. Meshaw, CPA
Assistant County Manager
Finance Department



Tel: (252) 728-8410
Fax: (252) 728-0133
deem@carteretcountync.gov
www.carteretcountync.gov

To: Board of Commissioners
From: Dee Meshaw, Assistant County Manager
Date: September 21, 2020
Subject: FEMA Funding and Roll Forward Budget Amendment

Attached for your consideration is a \$125,730 budget amendment. The budget amendment appropriates \$40,000 FEMA COVID-19 funding, \$71,210 FEMA Hurricane Dorian for Cedar Island Harbor maintenance, and \$14,520 roll forward paramedics and parks maintenance capital from FY20. Approval of the attached budget amendment is recommended.

Carteret County
Budget Amendment
Fiscal Year 2020-21

Department: General Fund
Date: 9/21/2020

Justification: Appropriate FEMA funding for Cedar Island Harbor repairs and COVID 19 expenses, roll forward paramedic & parks capital expenses not completed FY20

Fund	Description	Account Number	Increase
General Fund	Revenues		
	Fund Balance	110.00.3990.990	14,520
	FEMA - Dorian	110.30.3472.302	71,210
	FEMA COVID-19	110.50.3511.210	40,000
Total Increase in Revenues			125,730
Expenditures	Paramedics	110.10.4324.51000	5,500
	Parks Maintenance	110.80.6125.50000	9,020
	Health Dept COVID - 19	110.50.5110.	40,000
	Harbors - Cedar Island	110.20.4540.35900	71,210
Total Increase Expenditures			125,730

Approval Chairman, Board of Commissioners _____

Date: _____

16. Approval of Budget Amendment to Roll-Forward Dredging Funds and Beach Nourishment Phase II Funds: \$2,723,163

CARTERET COUNTY FINANCE

Denise H. Meshaw, CPA
 Assistant County Manager
 Finance Department



Tel: (252) 728-8410
 Fax: (252) 728-0133
 deem@carteretcountync.gov
 www.carteretcountync.gov

To: Board of Commissioners
From: Dee Meshaw, Assistant County Manager
Date: September 21, 2020
Subject: Dredging and Beach Nourishment Phase II Roll Forward Budget Amendment

Attached for your consideration is a \$2,723,163 budget amendment. The budget amendment appropriates \$2,026,330 grant funds and fund balance for dredging projects not completed in FY20 and accumulated roll forward dredging funds. In addition, the budget amendment appropriates \$696,833 unspent Beach Nourishment Phase II funds for the uncompleted portion of the project as of June 30, 2020. Approval of the attached budget amendment is recommended.

Carteret County
Budget Amendment

Fiscal Year: 2020-2021
Department: Capital Improvement Fund
Date: 9/21/2020

Justification: Roll forward unspent FY20 dredging funds and FY20 beach nourishment phase II funds

Fund	Description	Account Number	Increase
Capital Improvement	Revenues		
	NCDEQ State Matching funds	400.20.3811.300	\$ 858,003
	NC Coastal Federation	400.20.3811.303	272,577
	Fund Balance Dredging	400.00.3990.990	895,750
	FB Beach Nourishment Phase II	400.00.3990.990	696,833
Total Increase in Revenues			\$ 2,723,163
Expenditures	Atlantic Harbor Dredging	400.20.8110.82300	\$ 1,130,580
	Dredging	400.20.8110.82100	895,750
	Beach Nourishment Phase II	400.40.8110.83000	696,833
Total Increase Expenditures			\$ 2,723,163

Approval Chairman, Board of Commissioners _____

Date: _____

17. Approval of Budget Amendment Appropriating Federal HAVA and CARES Grant Funding for the Elections Department: \$106,424



Susan Cutthrell, Chair
Jeanette Deese, Vice Chair
Dale Gillikin, Secretary
Marjorie Holland, Member
Gerald Godette, Member

BOARD OF ELECTIONS
CARTERET COUNTY
1702 LIVE OAK STREET, SUITE 200
BEAUFORT, NORTH CAROLINA 28516

Telephone: 252-728-8460
Facsimile: 252-728-8571
Caitlin Sebadish, Director
Margot Burke, Deputy Director

TO: Carteret County Board of Commissioners
FROM: Carteret County Board of Elections
DATE: September 21, 2020
SUBJECT: Carteret County Board of Elections federal HAVA and CARES Act Grant Funding

Attached for consideration is a \$106,424 budget amendment appropriating Federal HAVA and CARES grant funding for the Elections Department. The Federal funding is to provide financial assistance to Counties for increased elections expenses due to COVID-19. As part of this funding request, the Elections Department is requesting a temporary position through December 31, 2020. The grant funding will pay for additional needed staff for the November 3rd election. The attached budget amendment is recommended for approval.

CC: Carteret County Board of Elections

Carteret County

Budget Amendment

Fiscal Year 2020-2021

Department: Elections

Date: 9/21/2020

Justification: Appropriate federal elections funding: HAVA and CARES

Fund	Description	Account Number	Increase
General Fund	Revenues		
	HAVA Grant		10,000
	CARES		96,424
Total increase in Revenues			106,424
Expenditures	Temporary position	110.00.4170.12600	5,500
	FICA	110.00.4170.18100	500
	Elections supplies stimulus	110.00.4170.22000	60,424
	Elections maintenance technology	110.00.4170.34200	40,000
Total increase Expenditures			106,424

Approval Chairman, Board of Commissioners _____

Date: _____

18. Approval of Budget Amendment to Roll-Forward Funds for Uncompleted Capital School Projects: \$524,260

Denise H. Meshaw, CPA
Assistant County Manager
Finance Department



Tel: (252) 728-8410
Fax: (252) 728-0133
deem@carteretcountync.gov
www.carteretcountync.gov

CARTERET COUNTY FINANCE

To: Board of Commissioners
From: Dee Meshaw, Assistant County Manager
Date: September 21, 2020
Subject: School Capital Roll Forward Budget Amendment

Attached for your consideration is a \$524,260 budget amendment to roll forward funds uncompleted projects in fiscal year 2020. The Schools have projects in progress, but the projects were not completed at year end. As a result, the Schools request these funds be rolled over into the FY21 budget. In addition, the budget amendment allocates FY21 funding to categories II and III as requested by the Board of Education. As you recall, when the County adopts its budget, the school capital is not allocated between categories. The allocation is performed with a budget amendment based on the Board of Education's request. The County's budget amendment does not equal the School's attached memo because the County's budget already appropriated some of the funding such as technology and modular lease payments due to prior year agreements. Approval of the attached budget amendment is recommended.

Carteret County

Budget Amendment

Fiscal Year 2019-2020

Department: School Capital Fund

Date: 8/19/2019

Justification: To allocate County approved capital funding to the categories requested by the Schools

Fund	Description	Account Number	Increase	Decrease
School Capital Revenue	Appropriated Fund Balance		<u>524,260</u>	
	Total Increase in Revenues			
Expenses	Category I	421.70.8168.85200	524,260	
	Category II	421.70.8180.81000	481,455	
	Category III	421.70.8168.82000	115,390	
	Undistributed Capital	421.70.8168.85200		<u>596,845</u>
	Total Increase in Expenditures		<u>524,260</u>	<u>-</u>

Chairman Board of Commissioners _____

Date: _____

**CARTERET COUNTY SCHOOLS
FINANCE DEPARTMENT
107 SAFRIT DRIVE
BEAUFORT, NC 28516
252-728-4583**

TO: Dee Meshaw

FROM: Kathy Carswell, Finance Officer

DATE: September 3, 2020

RE: Capital Appropriation Breakdown

Below is the breakdown for the 2020-2021 capital appropriation:

Category I Planned Repairs	\$ 906,383
Category II Technology and Equipment	
Technology	\$ 700,480
Building and Grounds	\$ 481,455
Category III Vehicles	\$ 115,390
Modular Lease Payments	<u>\$ 43,675</u>
Total Capital	\$2,247,383

This total includes the carryover from 2019-2020 in Category I Planned Repairs.

19. Approval of Proclamation Declaring October 4, 2020 as Commercial Fishing Day in Honor of Former Commissioner Jonathan Marvin Robinson

Board of Commissioners
Bill Smith, Chair
Robin Comer, Vice-Chair
Bob Cavanaugh
Chris Chadwick
Jimmy Farrington
Mark Mansfield
Ed Wheatly



County Manager
Tommy R. Burns
Clerk to the Board
Rachel B. Hammer

**PROCLAMATION
DECLARING OCTOBER 4, 2020
"COMMERCIAL FISHING DAY" IN CARTERET COUNTY**

WHEREAS, Carteret County is one of North Carolina's largest fish landing ports; and

WHEREAS, the Carteret County Board of Commissioners fully supports the local Commercial Fishing Industry; and

WHEREAS, the Board recognizes the rich historical significance of the Commercial Fishing Industry in preserving the unique cultural integrity of Carteret County; and

WHEREAS, the Board recognizes the positive, diverse economic value of the Commercial Fishing Industry to the wellbeing of citizens of Carteret County; and

WHEREAS, the Board recognizes that a sensible balance of sound science and common sense are both essential for effective management of fisheries that support both Commercial and Recreational Sport Fishing interests in Carteret County; and

WHEREAS, an unbalanced regulatory approach potentially threatens Carteret County's entire fishing industry, thus creating the possibility of a significant loss of this valuable economic resource; and

WHEREAS, the Carteret County Board of Commissioners acknowledges that the Commercial Fishing Industry is a critical component of the County and offers its full support of the furtherance and enhancement of the industry.

NOW, THEREFORE BE IT RESOLVED that the Carteret County Board of Commissioners does hereby respectfully proclaim, Sunday, October 4, 2020 as "Commercial Fishing Day," in honor of former Commissioner Jonathan Marvin Robinson who diligently fought for the rights of the commercial fisherman during his twenty-two years as a Carteret County Commissioner.

ADOPTED, this the 21st day of September 2020.

Bill Smith, Chairman
Carteret County Board of Commissioners

Attest:

Rachel Hammer, Clerk to the Board

20. Re-Approval of Conflict of Interest Policy: Old Ferry Channel Complex Dredging Project

Shore Protection Manager

Greg L. Rudolph
Tel: (252) 222.5835
Fax: (252) 222.5826
grudolph@carteretcountync.gov



Memorandum

To: Carteret County Board of Commissioners (CBOC)
From: Greg "rudi" Rudolph
Date: September 21, 2020
Re: **Old Ferry Channel Complex Dredging Project**
- "Re-Approval" of the Conflict of Interest Policy Statement
- N.C. Shallow Draft Navigation Channel Dredging and Aquatic Weed Fund

The CBOC is respectfully requested to re-consider and approve the attached *Conflict of Interest Policy* associated for our dredging event planned at the Old Ferry Channel and a series connecting tributaries (Deer Creek and School House Creek) located adjacent to the shorelines of Cape Carteret. Last month (August), the Board approved a Resolution and a separate No Conflict Certification in support of our application package to secure a "2 State dollar for 1 Local dollar" reimbursement grant from the State's Shallow Draft Navigation Channel Dredging & Aquatic Weed Fund. We have since been notified that the No Conflict Certification template provided on the N.C. Division of Water Resources [website](http://www.dwr.state.nc.us), which has been the one we have utilized many, many times before; is no longer acceptable by the N.C. Department of Environmental Quality leadership and therefore we had to develop our own Conflict of Interest Policy Statement. This new Statement (attached) is substantially different to the document the Board approved back in August, and therefore it is only proper for the Board to review and endorse this new Conflict of Interest Policy Statement. We will use this new document as our County template moving forward with respect to future Shallow Draft Navigation Channel Dredging & Aquatic Weed Fund submittals. Thank you.

Board of Commissioners
Bill Smith, Chair
Robin Carter, Vice-Chair
Bob Cavanaugh
Chris Chadwick
Jimmy Farrington
Mark Mansfield
Ed Wrennery



County Manager
Tommy R. Burns
Clerk to the Board
Rachel B. Hammer

**CONFLICT OF INTEREST POLICY
CARTERET COUNTY BOARD OF COMMISSIONERS
OLD FERRY CHANNEL COMPLEX DREDGING PROJECT**

Carteret County hereby certifies that County employees and Board of Commissioner members comply with NCGS 14-234 and that the County has and complies with its own executed conflict of interest policy. In addition, we have confirmed that the County meets the provisions of the Conflict of Interest Policy below and that County employees and Board of Commissioner members do not have any actual or apparent conflict of interest with respect to the project for which the County has applied.

Conflict of Interest Defined:

A conflict of interest is defined as an actual or perceived interest by an Employee/Board Member in an action that results in, or has the appearance of resulting in, personal, organizational, or professional gain. A conflict of interest occurs when an Employee/Board Member has a direct or fiduciary interest in another relationship. A conflict of interest could include:

- Ownership with a member of the Board or an Employee where one or the other has supervisory authority over the other or with a client who receives services.
- Employment of or by a member of the Board or an Employee where one or the other has supervisory authority over the other or with a client who receives services.
- Contractual relationship with a member of the Board or an Employee where one or the other has supervisory authority over the other or with a client who receives services.
- Creditor or debtor to a member of the Board or an Employee where one or the other has supervisory authority over the other or with a client who receives services.
- Consultative or consumer relationship with a member of the Board or an Employee where one or the other has supervisory authority over the other or with a client who receives services.

The definition of conflict of interest includes any bias or the appearance of bias in a decision-making process that would reflect a dual role played by a member of the organization or group. An example, for instance, might involve a person who is an Employee and a Board Member, or a person who is an employee and who hires family members as consultants.

Carteret County Courthouse - 302 Courthouse Square - Beaufort, NC 28516-1898
www.carteretcountync.gov

Employee Responsibilities:

It is in the interest of the organization, individual staff, and Board Members to strengthen trust and confidence in each other, to expedite resolution of problems, to mitigate the effect and to minimize organizational and individual stress that can be caused by a conflict of interest.

Employees are to avoid any conflict of interest, even the appearance of a conflict of interest. This organization serves the community as a whole rather than only serving a special interest group. The appearance of a conflict of interest can cause embarrassment to the organization and jeopardize the credibility of the organization. Any conflict of interest, potential conflict of interest or the appearance of a conflict of interest is to be reported to your supervisor immediately. Employees are to maintain independence and objectivity with clients, the community, and organization. Employees are called to maintain a sense of fairness, civility, ethics, and personal integrity even though law, regulation, or custom does not require them.

Acceptance of Gifts:

Employees, members of employee's immediate family, and members of the Board are prohibited from accepting gifts, money or gratuities from the following:

- a. Persons receiving benefits or services from the organization;
- b. Any person or organization performing or seeking to perform services under contract with the organization;
- c. Persons who are otherwise in a position to benefit from the actions of any employee of the organization.

Employees may, with the prior written approval of their supervisor, receive honoraria for lectures and other such activities while on personal days, compensatory time, annual leave, or leave without pay, if the employee is acting in any official capacity, honoraria received by an employee in connection with activities relating to employment with the organization are to be paid to the organization.

William H. Smith, Chairman
Carteret County
Board of Commissioners

Date _____

21. Approval of Resolution in Support of the Interlocal Cooperation Agreement with Newport for the Provision of GIS (Geographic Information System) Services

INFORMATION TECHNOLOGY

Ray Hall, CGCIO
IT Director
Information Technology



252-726-8506
ray.hall@carteretcountync.gov
<http://www.carteretcountync.gov>

To: Board of Commissioners
From: Ray Hall, IT Director
Date: September 21, 2020
Subject: Inter-Local Agreement for providing GIS Services to the Town of Newport

Attached for your approval is an Inter-Local Agreement for the County IT/GIS Department to start providing comprehensive GIS services to the Town of Newport for an hourly fee. This will allow the GIS department to generate revenue and provide much needed GIS services for the Town. Currently the GIS Department will charge an hourly rate of \$60.00 per hour and such services will be billed to the Town on a monthly basis. This rate is subject to change on an annual basis, and will be adjusted, as needed, in the annually adopted fee schedule. Thank you for time and consideration.

Board of Commissioners
Bill Smith, Chair
Robin Comer, Vice-Chair
Bob Cavanaugh
Chris Chisler
Jimmy Farrington
Mark Mansfield
Ed Wheathy



County Manager
Tommy R. Burns
Clerk to the Board
Rachel B. Hammer

**RESOLUTION
CARTERET COUNTY BOARD OF COMMISSIONERS
APPROVING AN INTERLOCAL COOPERATION AGREEMENT BETWEEN
CARTERET COUNTY AND THE TOWN OF NEWPORT FOR THE PROVISION OF
GIS (GEOGRAPHIC INFORMATION SYSTEM) SERVICES**

WHEREAS, the Town of Newport wishes to enter into an Interlocal Cooperation Agreement with Carteret County for the provision of GIS (Geographic Information System) services; and

WHEREAS, N.C.G.S. § 160A-461 provides any unit of local government in the State to enter into contracts or agreements with each other in order to execute any undertaking; and

WHEREAS, N.C.G.S. § 160A-461 further states that the contracts and agreements shall be of reasonable duration, as determined by the participating units, and shall be ratified by Resolution of the governing board of each unit spread upon its minutes; and

WHEREAS, the County and the Town of Newport desires to enter into this Agreement, attached as Exhibit A, for the purpose of providing the Town of Newport with Geographic Information Systems as outlined in the provisions noted in said Interlocal Cooperation Agreement.

NOW, THEREFORE, BE IT RESOLVED that the Carteret County Board of Commissioners hereby approves the Interlocal Cooperation Agreement, attached hereto as Exhibit A, and incorporated herein for all intents and purposes in accordance with State law.

BE IT FURTHER RESOLVED that the Carteret County Board of Commissioners hereby authorizes the County Manager to execute the Interlocal Cooperation Agreement, attached hereto.

ADOPTED, this the 21st day of September 2020.

Attest:

William H. Smith, Chairman

Rachel Hammer, Clerk to the Board

Carteret County Courthouse • 302 Courthouse Square • Beaufort, NC 28516-1898

**EXHIBIT A
INTERLOCAL COOPERATION AGREEMENT**

State of North Carolina
County of Carteret

**Interlocal Cooperation Agreement between the County Of Carteret and the Town of Newport
for the Provision of GIS (Geographic Information System) Services**

Effective October 1, 2020

This INTERLOCAL COOPERATION AGREEMENT made and entered into by and between the County of Carteret, State of North Carolina, a body politic and corporate, hereinafter sometimes referred to as the "County" and the Town of Newport, North Carolina, a body politic and corporate, hereinafter sometimes referred to as the "Town", is hereby approved to provide the Carteret County GIS Department with the authority to provide GIS services to the Town. This interlocal agreement between the County and the Town is authorized by N.C.G.S. §160A-461.

This INTERLOCAL COOPERATION AGREEMENT shall include the following provisions:

- A. The County will administer GIS data for the Town.
- B. The County through its GIS Department will direct personnel to perform this function on behalf of the Town.
- C. This Agreement shall be valid for a period of three years and shall automatically renew for successive three-year terms unless notice of termination is duly served by either party.
- D. In the event of a desire to terminate the agreement by either party, the provisions of N.C.G.S. §160D-202(i) shall apply in which a two year's notice of termination shall be given from one party to the other. However, notice to terminate of a shorter duration shall be deemed adequate if agreed to by both parties.
- E. The County reserves the right to review from time to time the adequacy of the agreed upon fees received in relation to the cost of administering and maintaining the Town Zoning Ordinance pertaining to GIS services.
- F. This Agreement may be amended from time to time as agreed to by both parties.
- G. The Town Manager or his designee will be the main point of contact for County officials carrying out the obligations of this Section and will be responsible for initiating the resolution of any disputes between the County and the Town as a result of administering this Agreement.

NOW, THEREFORE, IT IS AGREED BY THE COUNTY AND TOWN AS FOLLOWS:

- A. The County will administer GIS data for the Town.
- B. The County through its GIS Department will direct personnel to perform this function on behalf of the Town.
- C. This Agreement shall be valid for a period of three years and shall automatically renew for successive three-year terms unless notice of termination is duly served by either party.
- D. In the event of a desire to terminate the agreement by either party, the provisions of N.C.G.S. §160D-202(d) shall apply in which a two year's notice of termination shall be given from one party to the other. However, notice to terminate of a shorter duration shall be deemed adequate if agreed to by both parties.
- E. The County reserves the right to review from time to time the adequacy of the agreed upon fees received in relation to the cost of administering and maintaining the Town Zoning Ordinance pertaining to GIS services.
- F. This Agreement may be amended from time to time as agreed to by both parties.
- G. The Town Manager or his designee will be the main point of contact for County officials carrying out the obligations of this Section and will be responsible for initiating the resolution of any disputes between the County and the Town as a result of administering this Agreement.

IN TESTIMONY WHEREOF, this agreement is executed and sealed by the parties pursuant to authority duly given by resolution of their respective boards.

County of Carteret

By: _____
Tommy Burns
County Manager

ATTEST:

By: _____
Rachel Hammer, Clerk to the Board
Carteret County Board of Commissioners

Town of Newport

By: _____
Dennis Barber
Mayor

ATTEST:

By: _____
Kelley Caldwell
Town Clerk

V. ACKNOWLEDGING EMPLOYEES WITH A SEPTEMBER BIRTHDAY

Chairman Smith stated that he did not feel that employees receive enough recognition, and he wanted to take the time and wish the County employees with a September birthday a Happy Birthday. Chairman Smith read the list of employees with a September birthday, and Commissioners sang Happy Birthday.

VI. PUBLIC COMMENT

Jackie Pittman, 1310 Ann Street, Unit 7, Beaufort: Ms. Pittman shared that she would like to address several assertions made by several members of the County Commissioners at the end of the meeting on August 17th concerning the Confederate Statue and whether it is considered heroic as representation of the Confederate Flag and the group of ladies who commissioned it. At one hour and fifty-one minutes on the recorded meeting, Commissioner Mansfield questioned our assertion that the KKK was part of the placement of the Statue. The Board of Commissioners had been given the record of the dedication service found in the Carteret County Historic Museum before the August meeting, and were sent again after that comment, and I have a copy here tonight in case you still have not seen it. Another Commissioner, off camera, said that a group of ladies from the County put it up. I would like to be clear that the group of ladies were acting on behalf of the United Daughters of the Confederacy ("UDC"), and they invited the Grand Dragon of the Klu Klux Klan, H. A. Grady, to give the speech at the ceremony. I would like to say that again; they invited the Grand Dragon of the KKK, a white supremacist group known for lynching and raping black people, burning crosses, and destroying property, to speak at the dedication of this monument. This monument that the Commissioners have said was put up with good intentions. The UDC, while trying to

present themselves as genteel ladies of the south, had consistently through the decades, shared their stage and ideology with white supremacists, so let's not change history here tonight. That statue by design was placed where it is as a threat to the members of Purvis Chapel and other black citizens of Carteret County. At one hour and forty-eight minutes, Commissioner Mansfield talked about how small the presentation of the Confederate flag is on the monument; he said that the statue honors people who served their country. Their country was a group of states who took up arms against the United States of America, and that flag is a symbol of treason. It doesn't matter if it's the size of a stamp, it has no business being on public grounds. After that, Commissioner Mansfield stated, "I wish we could be one nation, the United States of America, not a divided nation." The hypocrisy of that statement was astounding to me considering the lengths that most of you are willing to go to in order to protect a symbol of the most divided time in our Country's history. In fact, Mr. Cavanaugh said and I quote, "To me, this is a hill worth dying on." You have refused to put the removal of the statue on the agenda and have gone so far as to put a fence around it and to post no trespassing signs. When no one, to my knowledge, has tried to tear it down. Earlier, at one hour and forty minutes, Commissioner Cavanaugh said there was nothing heroic about the statue; the largest spot on the monument says our heroes. Mr. Cavanaugh further announced that all of a sudden everybody is woke. That would be a good thing. I was raised in Eastern North Carolina and I've never thought of myself as a racist, but the death of George Floyd changed something in me that should have been changed long ago. So, I'm trying, reading, studying, and engaging in dialogue with people of color. I understand that I will never know what it's like to be a black man who passes a white woman on the street, and sees a white woman clutch her purse more tightly. I will never know the fear that a black woman feels when she is pulled over for a traffic violation. I never had to sit my son down and teach him how to stay alive on the streets of America, and one more thing, I will never know what it's like to walk out of church every Sunday morning and be confronted with how much my County treasures a symbol steeped in hate, dedicated to their white ancestors who went to war so they could continue to enslave my ancestors.

Johnnie Driver, 104 Clam Court, Gloucester: Mr. Driver stated that he would like to speak about the Confederate Monument. In 1783, the Treaty of Paris recognized states as independent states. They were principle states. The Federal Government didn't come along until 1787, where it became an agent of the principle state. That means if you check back, you can see where each state had the right to secede if the Federal Government sought to abuse its authority. The monument is an inanimate object; it doesn't speak; it doesn't think. It's not alive; it's made out of bronze and granite. The context of that monument is etched into the monument. It's dedicated to our Confederate dead, who are patriots of Eastern North Carolina. In their time, they were called upon by government to pick up arms and defend State's rights. They did so, no different than today, when our government or our State needs the citizens to either become law enforcement officers, teachers, doctors, etc., to serve the community and the State. That monument is a historic marker inside Carteret County. It footnotes a page in our history. Now, it's open

to narrative, and if you want to change the narrative, that's fine, but you can't change the context of it because it's etched in stone. With that being said, Commissioners were asked to move the monument to a State Park; that is ludicrous. The State Park, Fort Macon, is owned by the State. This is County property. The State Park, when I called the director, said that it is against their policy to erect any monument or placard at any time. If you know anything about the State Park, it was used several times for numerous reasons, so the main fact is, you have a group of people using social media, taking to the streets, who want to come here and disrupt these meetings to tell you to do something that legally cannot be done. They don't know what they are talking about; now with that also being said, the monument can't go to a battlefield in Carteret County; we don't have one. We don't have a Confederate cemetery in Carteret County. So therefore, by the 2015 Heritage Act, I would ask the Board to consider to maintain the statue where it's at because it meant a significant importance, that's where it was placed. As far as KKK goes, the KKK did what they did in the period of time they did it, but the Confederacy existed before that time. People have hijacked these symbols, no difference in the swastika that Hitler used. He took a symbol and made it mean something. Bloods and Crips go to Walmart and buy blue bandanas and red bandanas and go out and kill each other; they cause crime. To me, it's just a handkerchief. But the historical context of the Confederacy goes far deeper than what they are teaching in today's schools. President Trump just signed an Executive Order 1776; they are going to start holding schools and teachers accountable for the manipulation of history when they are trying to teach their students.

Liz Ponder, 163 Shell Landing Road, Beaufort: My name is Liz Ponder and I'm here tonight to talk you about the overwhelming substance abuse epidemic that is raiding our entire County. In 2017, in November, this Board declared, I believe it was Mark Mansfield, who stated, we have a problem; we recognize the problem; and we are going to do our part to help. Robin Comer then stated we identify opioids as a crisis in our County. This Board agreed to spend some money to help out Jacksonville build a detox center, which I thank you for, that's certainly one step in the right direction, but what has happened since then? Well, between 2014-2018, Carteret County has a rate out of 100,000 residents, the unintentional medical and drug overdose stat is 26.1. The statewide average is 16.7. The rate of unintended opioid overdose deaths out of 100,000, Carteret County has 22.6. Statewide is 13.6. The rate of outpatient opioid pills dispensed, 65.3 per resident in Carteret County; the Statewide average is 43.7. These numbers are staggering. Our families are dying; our residents and our communities are hurting, and we need to do something about it. Between 2018-2019, our numbers have increased quite a bit as well. In 2019, there were 56 ER visits for overdoses involving medication or drug dependency. This year in that same timeframe, we are up to 94. Compare that to 33 of last year for opioid overdoses; this year we are up to 77 already. We are leading the State in overdoses by opioids, medication, and heroin. In July, we were number one in heroin and other synthetic narcotic overdoses; number four in opioid overdoses, and number seven in medication overdoses. We are on the top 12 list of almost every single

month in those categories. We must do something. Our County is hurting. The amount of money that we spend, by County, to help out parents that are overdosing, to help their children, foster care costs, court costs, attorney costs, social worker costs, it is enormous. We need an in-County substance long-term treatment facility here; we need it now, we needed it yesterday. And I encourage all of you to consider that when deciding the budget for opioid and this substance abuse epidemic.

VII. INTRODUCTION OF THE SEPTEMBER EMPLOYEE OF THE MONTH

Ms. Jaime Long, HR Director, shared that she is here to announce the September Employee of the Month. We are honored to recognize Mr. Ray Hall as the Carteret County Employee of the Month for September. Ms. Long asked that the County Board of Commissioners present him with a certificate. Ms. Long shared that Mr. Hall is the IT Director for the County, and has over seven years of service. Mr. Hall's inspiring leadership, progressive innovations, and exceptional teamwork are some of the reasons he was nominated for the award. Our County Manager, Mr. Tommy Burns, would like to express his gratitude for the exemplary service provided to the County. Mr. Burns shared that Mr. Hall is one of those people who consistently goes the extra mile to help all of the employees of the County. You think about all of the computers and devices that operate in the County every day, and Mr. Hall is always there with a smile; he provides great customer service; he has a great team, and that team is built around his leadership. I think for all of us, that was no more apparent than during Hurricane Florence when Mr. Hall spent several weeks with us in the EOC. He volunteered and gave up his spot in the bunk room to sleep outside in the hallway near the bathroom door. He is a selfless leader; he always puts his team first; he leads by example; he is a very quiet and confident leader, and he has the ultimate respect from all of his peers and fellow department heads. I think it was very fitting for him to be honored this month. Chairman Smith, on behalf of the Carteret County Commissioners, presented Mr. Hall with a certificate, and congratulated him.

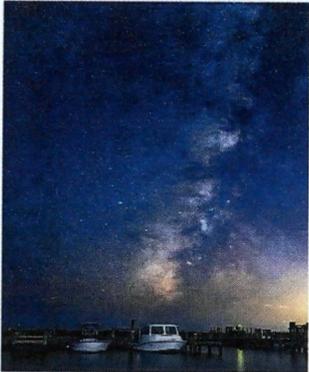
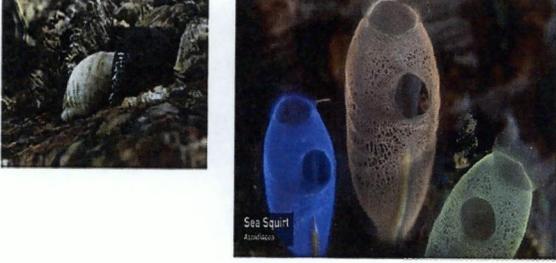
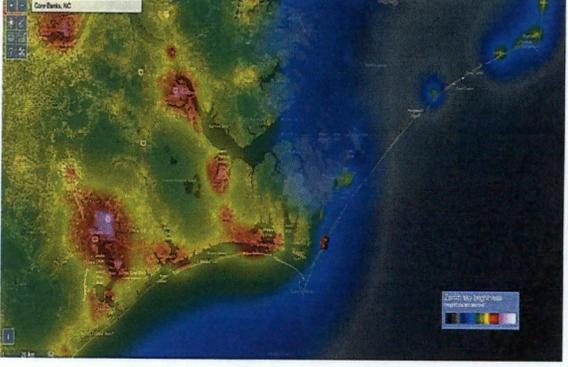
VIII. PRESENTATION: PROJECT DARK SKY

Chairman Smith called upon Ms. Vermadel Nienstedt, Mr. West, and David Heflin.

Ms. Nienstedt introduced Mr. West, the Superintendent of Cape Lookout National Seashore, and Mr. David Heflin, who is the club coordinator for the Crystal Coast Star Gazers, which is the local astronomy club. We are here to talk to you tonight about Cape Lookout's quest to become an International Dark Sky Park. Our organization is just one of the partners in that, along with the Core Sound Waterfowl Museum, the Carteret County Chamber of Commerce, and most recently, the Town of Beaufort, who passed a resolution in support of the partnership. Ms. Nienstedt shared that she hopes after you hear what we have to say and show you tonight, that you will feel like you can move to support us in some manner.

I'm going to talk a little bit about the application, and in the end, I'm going to talk about astrotourism, because I want you to know what that could mean for our County. But first, I would like to start out by saying what this is not about. This is not about asking you gentlemen to pass any kind of lighting ordinance or regulation. It is not about asking people to cut their lights off at night. It's not about asking them to go out and immediately replace lights. Let me show you what it's about.

Ms. Nienstedt provided an overview of the presentation shown below.

<p style="text-align: center;">Cape Lookout National Seashore International Dark Sky Initiative</p> 	 <p>Cape Lookout Visitor Center Photo Credit - Alex Gu</p>
	
	

Non-shielded lights are unsafe.

The glaring lamp to the right of the path was installed to protect students at night.

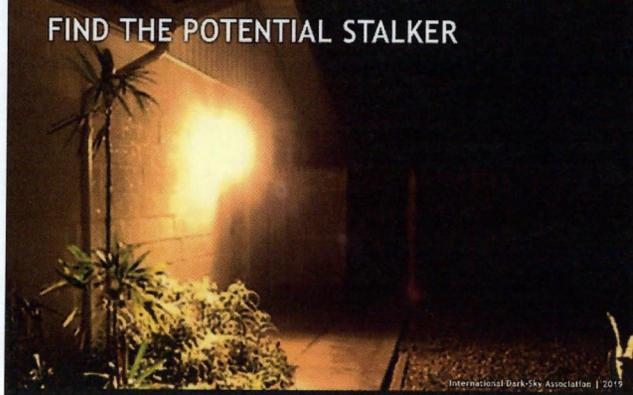


Where did the student go?

The student is standing directly under the Light Pole. This light was meant to make the campus safer, but the lighting has only made the shadows easier to hide.



FIND THE POTENTIAL STALKER



International Dark-Sky Association | 2019

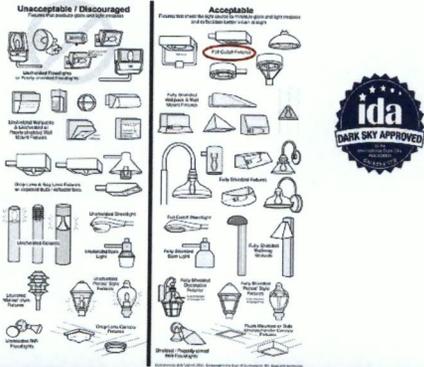
MYTH: MORE LIGHTING IS SAFER

REALITY: WELL DESIGNED LIGHTING IS SAFER

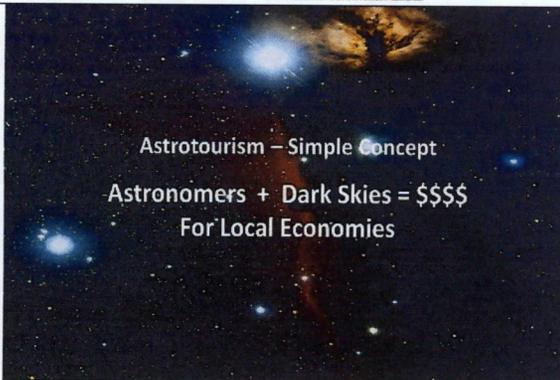


International Dark-Sky Association | 2019

Examples of Acceptable / Unacceptable Lighting Fixtures



Astrotourism – Simple Concept
Astronomers + Dark Skies = \$\$\$\$
For Local Economies



**Cape Lookout National Seashore
Application for Certification as an International Dark Sky Park**

The International Dark Sky Association was founded in 1988 with the mission of preserving the night sky by promoting efforts to reduce light pollution. One of the ways IDSA does this is through a certification process for parks, reserves, communities, etc.

There are only 60 certified parks in the US and only one other in NC (in the mountains). There are no certified parks on the eastern seaboard. If Cape Lookout National Seashore is successful, it will be quite a coup for the Seashore, Mr. West and our county!

The application process takes about a year. The process includes inventorying all existing lights within the park and designing a light management plan to move toward all lights in the Seashore park being dark sky compliant. Measurements of the night sky brightness throughout the park must be taken quarterly and visual observations of the night sky recorded. Crystal Coast Stargazers club members are assisting with this as well as providing the outreach education programs on the process and ways to reduce light pollution. This outreach will be documented by resulting letters of support for the application or community organizations/entities agreeing to actually be partners with the Seashore in this endeavor. Core Sound Waterfowl Museum and Heritage Center, Carteret County Chamber of Commerce, and Crystal Coast Stargazers are official partners of Cape Lookout. Most recently the Town of Beaufort Commissioners passed a resolution of support and partnership for the application.

What this process is not:

- It's not about telling people they have to turn off all outside lights at night,
- It's not about telling people they must replace all outside lights.

Rather, this about educating our community on why we need to reduce light pollution and simple ways to do this. The anticipated result being that moving forward in the future when the occasion arises for outdoor lighting replacements or new fixtures, people can make decisions regarding dark sky compliant lighting.

As part of the education process, community and other stakeholders need to understand reducing light pollution not only benefits wildlife and human quality of life, there is the benefits of energy savings and the emerging astrotourism industry. Dark sky venues attract astronomers, both amateur and professional, for Star Parties. These visitors will stay in motels, RVs and campgrounds. Since this is night time hobby, that means folks are out in the community during the day – boosting the local economy! Additionally, night sky viewing is best in the winter months which means Star Parties will be generating revenue during our off season!

Ms. Nienstedt stated that we are blessed with truly beautiful skies in this County, especially in our rural settings. This is what it is about; it is preserving this as a natural resource for our children and our grandchildren. I'm going to talk to you a little about light pollution, but this is not about forcing or asking anybody to do anything, but rather as part of the application, we are asked to go forward and inform our community, our leaders, and the stakeholders about light pollution and simple things we can do about it and about lighting that will affect it.

Ms. Nienstedt shared information on the effects of too much light on fireflies, bees, butterflies, tree frogs, owls, and birds. Ms. Nienstedt shared that we all know about artificial light and turtles, and our residents in the western part of the County and our two parks, do a great job of taking care of those nests, and making sure that the lights are low when those hatchlings come out so they know to go toward the water and not toward the lighting of the shore. But here is something you may not have thought about, there are a lot of small marine life that feed at night along the shoreline. If it's too bright, it messes up their day/night cycle, and it makes them very visible to their predators.

Ms. Nienstedt stated she is now going to going to talk a little bit about lighting. Mainly this is about dispelling a misconception. The truth is that bright, glaring light that goes up and everywhere, creates deep, dark shadows. The myth is that with more lighting, it is safer; the reality is well-designed lighting is safer. Ms. Nienstedt shared that she provided Commissioners with folders that contain a lot of information about light pollution, etc., but there is one card in there that is one of the simple things that we all can do. At home, only have the lights on where you need them, only leave them on as long as you need them. Use warm bulbs, yellow-colored bulbs are much better in terms of glare, etc., and if possible, shield them in some way. Ms. Nienstedt shared that for every outdoor fixture application, there is a night friendly application. Again, usually about the same cost and

more energy efficient. Some manufacturers have gone through the process to be certified by International Dark Sky ("IDS").

Ms. Nienstedt spoke about astrotourism. It's a real simple concept. If we have dark skies, they will come; she provided examples of other International Dark Sky Parks. They are spending money in hotels, RV campsites, and camping grounds. Another example, our group of about 30, once a year, goes somewhere that's known for dark skies. Last year, we went to Laurel Springs, NC. Again, we are in cabins, hotels, and in restaurants. Our hobby is at night, so during the day, we are in the town shopping. Before COVID, our group would do public programs in Fort Macon and Cape Lookout. We set up our scopes and we invite people to come. The last one we had at the end of season last year, we had over 400 people to come. The best time for stargazing is in the winter; that's our off season, so if we get this designation for the Park, we will be having some star parties and pull some people in here during offseason.

Ms. Nienstedt shared with Commissioners that she hopes that they can support them in some manner, and responded to questions from Commissioners.

Commissioner Wheatly stated that the presentation was done very well. Commissioner Wheatly stated that when Ms. Nienstedt first started speaking, she stated that there would be no immediate replacement, what do you have in mind for down the road? Ms. Nienstedt shared that as part of the application, Mr. West has to draw out a five-year plan for replacing any lights in the park that are not dark sky compliant. We have to do an inventory of lights in the park. Commissioner Wheatly stated that in five years, does that mean that there will be some type of restriction on lighting. Mr. West responded not restrictions; we looked at the recommendations from night sky folks and we picked ones that fall within those guidelines. We do not have to do it, but if we don't, we will not get that designation. It is a tradeoff. Mr. West stated that all of the parking lot lights over at Core Sound right now are the wrong kind of lights; they shine up as much as they shine down. We got the co-op out there to take a look at it and make us a recommendation for it, and the park is going to pay for replacing those lights. It is actually just a maintenance fee that we have to pay, but we are going to do that just to keep this moving along.

Mr. West shared that they already had a project that's in the system to upgrade their lights, simply because old lights are expensive, so we want to go with LED lights; rather than go with what we might have gone with which might not meet the standard; we are just going to meet the standards.

Commissioner Wheatly asked if a shrimp trawler were to come up in the hook of the Cape, would that be an issue. Mr. West stated that there are a couple of things Commissioners should know. This is a cooperative kind of thing; there is no regulation I can put on people. Even under an emergency authority, lighting is not restricted. Shrimp trawlers will not be affected; that is transient lighting, things that will not affect you long term.

Commissioner Chadwick wanted to confirm that there would be no regulation on people's flashlights, or their porch lights, or anything like that; you're asking the County for an endorsement or a letter of recognition so Cape Lookout National Seashore can get this Dark Sky Designation and bring valuable tourist dollars to our County in the winter time when we are mostly slow. Commissioner Mansfield stated that the five-year plan would be for Core Banks, Shackleford Banks, and the property on Harker's Island that the National Parks own, and would not exceed anything outside that area. Mr. West confirmed. Commissioner Mansfield asked if the group had spoken with Ranger Newman; will Fort Macon look at doing the same thing. Ms. Nienstedt stated that she is not sure; it's a very involved process, and it takes a year; we started in January.

Mr. West stated that they are looking for support in the form of a Resolution in support of their efforts.

Commissioner Comer shared that the group is asking for Commissioner buy-in, but why does their buy-in mean anything? Ms. Nienstedt shared that part of the application process is that they have to prove that we have gone out in the community and we talked and we informed the people about the effects of light pollution and ways to reduce it. That's part of the application, and we have been doing that since January. Ms. Nienstedt shared that it is about educating the public so in the future when we move forward, if you have to do something as a group or an individual, that you will think about replacing lights with those that will protect night skies.

Ms. Nienstedt confirmed that they will have at least four programs per year at the Cape in their auditorium for continued education.

Mr. West stated that as long as he is over the Park, they will put no pressure on the County or the local communities to follow suit. We would like to continue the education process because we think it's important. It's not just from the lighting aspect; we all pay the electric bill every month.

Commissioner Cavanaugh asked if they are part of a larger organization; how do you get your funding? Ms. Nienstedt stated that they have no funding; we are just volunteers who look at the stars together. Mr. West shared that as part of the Federal Government, he does get funding from the taxpayers.

Commissioner Farrington confirmed with Mr. Foxworth that there are light ordinances on Bogue Banks to protect the turtles.

Motion: Commissioner Chadwick made a motion to support the requested designation with the drafting of a Resolution to be presented to Commissioners for adoption; seconded by Commissioner Mansfield. **Motion carried unanimously.**

Commissioner Wheatly confirmed that support of the initiative will not result in light regulations.

IX. PUBLIC HEARING: PROPOSED TEXT AMENDMENT TO ARTICLE 6-3 OF THE DOWN EAST CONSERVATION ORDINANCE

Mr. Gene Foxworth shared that this is a public hearing for a proposed text amendment for the Down East Conservation Ordinance ("DECO"). Specifically, the text amendment will eliminate the additional 20' buffer required for all buildings in the area of environmental concern designated by the North Carolina Coastal Resource Commission. Down East, in areas covered by the DECO, this is required in addition to the CAMA 30' buffer that is required by the State. The Planning Commission met August 10th and voted unanimously to recommend this text amendment.

Motion: Commissioner Comer made a motion to go into public hearing; seconded by Commissioner Mansfield. **Motion carried unanimously.**

Mr. Mark Hooper, 273 East City Road, Smyrna, shared that they were involved way back when this ordinance was first proposed initially. You may remember at that point in time, there was a group called Down East Tomorrow, that had a pretty big following and came before this Commission a number of times to try to get some protection for that area as we were afraid of some development coming pretty quickly and us not being prepared. I know that Commissioner Comer was on the Planning Commission at that time. Mr. Hooper shared that there was a lot of people, a lot of talk; it was a good community exercise and we asked for a moratorium so that we could get some more rules and regulations in place. Down East is a very special place; Core Sound is designated as an outstanding resource by the State of North Carolina. Down East has a great history of commercial and recreational fishing, hunting, all types of outdoor activities; it's truly a unique area of the State. At that point of time, one of the Commissioners was Ms. Pat McElraft, who is now our Representative, and she put forward the language for this ordinance. Commissioner Comer confirmed that she pushed the initiation of it. Mr. Hooper stated that he looked briefly at the minutes of the Planning Board and I think they stated that they give variance to this buffer requirement quite a bit, and I think at one point they said, they did not know where this came from. There should be history of this and it should be in the records of the County. There was a reason to do it and a good reason. As we are unincorporated down that way, where do our protections come from. You have ordinances, you have CAMA rules and regulations, but if you want to go beyond those things, this is what this is for. You do these special types of ordinances and that gives you some extra protection. There use to be a pretty extensive CAMA land use plan update every five years and that was designed so those communities could build in extra protection because they knew the area so well. My question is how many people have come before the Planning Board and asked for a variance? Mr. Foxworth stated that he

does not know specifically, but if given a specific time period, he could pull up those variances and get back with you. It is one of the more common variances that we hear.

Mr. Hooper commented that data would be nice; is it 50; is it 20; 10, we have no idea. Is it accelerated over time due to development?

Commissioner Comer stated that he can say that before he got off the Planning Board, it was a big deal; there were a lot of them and that was over ten years ago. Commissioner Mansfield stated it is not a huge number, but it is a number. Commissioner Mansfield stated that he thought we were still doing the CAMA Land Use Plan. Mr. Foxworth stated that we are. Commissioner Mansfield shared so we are still doing the CAMA Plan; Mr. Hooper stated a few minutes ago that we stopped doing them.

Mr. Hooper stated that we were doing them every five years; when is the last time you did one? Commissioner Comer stated they are done every ten years. Mr. Hooper stated that it used to be five years; Commissioner Comer stated that it has never been five that he is aware of. Mr. Hooper stated that there are some questions out there, such as data on the number of variances and when was the last plan completed. Commissioner Mansfield shared that we are currently in the process of doing one right now; what else is more relevant than that?

Mr. Hooper stated, let's talk about specific data; what was the time of the last CAMA Land Use Plan, that's one data point. When will the new one be done, that's a data point. How many variances are you granting; this year, last year, the year before. Do you know this? Mr. Foxworth stated, it is fairly flat; the trend line is flat; it was flat when Commissioner Comer was on the Planning Commission, and it's still something we see on a regular basis. Mr. Hooper asked how many do you see? Mr. Foxworth stated that we see a handful a year. Mr. Hooper asked then what's the big deal? Commissioner Mansfield stated that it was a decision made out of fear, and now it's not necessarily needed, so it was to stop development that is what you stated in your comments earlier back in 2007 or 2008. Commissioner Comer shared that this all got initiated because before the 2007-08 bottom, everything was wide open in Carteret County. Down East was getting nervous because a lot of property was getting bought Down East, and there were a lot of attempts to develop. They wanted an extra layer of protection down there and quite frankly, I was never in favor for it. I warned the Down East folks that they were putting extra burdens on themselves and they were going to harden their brethren down there with all of this and this particular item was overlaid when you had a 24-25% impervious rule. The stormwater rule has since been changed. They've been changed to now you can't develop anything without reaching 12% or you have to retain all of the water onsite. Commissioner Comer stated that he can't give the specific numbers, but I know there have been variances since I was sitting on the Planning Commission, and you correct me if I'm wrong, but I don't think they have ever denied the variance. Mr. Foxworth stated that he does not know of any that they denied.

Mr. Hooper asked where the setback was from. Commissioner Comer stated 30' from the high-water mark. Mr. Hooper asked what happens after 30', you can build a home? Commissioner Chadwick confirmed that was correct or you could build a deck, anything permanent in that area. Commissioner Comer stated that nothing could be within that 20' CAMA rule without a special variance. Mr. Hooper stated that if you have been Down East the last couple of days, that normal water line is not where it used to be. Commissioner Chadwick stated that normal is considered normal high water not flood high like we are in now. I'll give you a common-sense version. If you go to Smyrna Farms, the Coastal Federation has bought 4-5,000 acres and if you go from the Sea Level bridge all the way to the Cedar Island bridge, the Coastal Federation has ended up with that property. You have the National Wildlife Refuge at Cedar Island; you have the Marine Corp Base at Atlantic; you have the Park Service land from Portsmouth all the way to Shackleford/Cape Lookout; the amount of usable, developable land that will perk is very, very small. If little Johnny wants to build him a house at Harker's Island, he's held to another 20' setback, but if the same man wants to build that house in Mill Creek, Atlantic Beach, Pine Knoll Shores, or Stella, he doesn't have to contend with that setback. They have water in Mill Creek, Atlantic Beach, and Stella. I don't want the Down East people taking a bath, being extra burdened on 20'. Maybe their parents have left them a piece of land and by God's chance it perks, and they want to build a home there; I want them to be able to do it. We are bleeding residents Down East. It's affecting our churches, and schools; you can see the population is continuing to dwindle. Now I'm all for having protective measures for large tract development, but the first thing that that man is going to do, is hire a team of engineers, and soil scientists, and all of that to get his plan right. But if little Johnny wants to build his house, he can't afford to hire all of those people. So, I'm going to protect the average working man Down East where he can develop a piece of property that he owns, and I'm for less regulation instead of more regulation on the common man.

Mr. Hooper stated that it does not look like the variance matters anyway; have you ever denied a variance at the Planning Committee? Mr. Foxworth responded not in his time with the County which is seven years. Mr. Hooper stated then it is kind of a joke to have a variance that you don't believe in in the first place. It should probably be taken off the books if that's how it is going to be treated. Mr. Hooper stated that he would propose that you get some data on the number of variances that have been granted over time for the last ten years so we can see what the trends are, if the trends have increased, I would ask that you table it until we get a better look at it. Thank you very much for your time.

No one else wished to speak during the public hearing.

Motion: Commissioner Wheatly made a motion to go out of public hearing; seconded by Commissioner Cavanaugh. **Motion carried unanimously.**

Motion: Commissioner Chadwick made a motion to approve the Resolution to delete Article 6.3 of the Down East Conservation Ordinance; seconded by Commissioner Comer. **Motion carried unanimously, with Commissioner Mansfield abstaining.**

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director



Beaufort Office Phone 252-728-8545
Western Office Phone 252-222-5833

MEMORANDUM

DATE: September 21, 2020
TO: Carteret County Board of Commissioners
CC: Tommy Burns, County Manager
FROM: Eugene Foxworth, Assistant County Manager & Planning Director
RE: Proposed Text Amendment to Article 6-3 of the Carteret County Down East Conservation Ordinance

A proposed text amendment to Article 6-3 of the Carteret County Down East Conservation Ordinance.

Specifically, this text amendment will eliminate the additional 20' buffer required for all buildings within the Area of Environmental Concern designated by the North Carolina Coastal Resource Commission as required under the Coastal Area Management Act of 1975. The required 30' CAMA buffer will remain in place.

The Planning Commission heard this item at their August 10, 2020 meeting. The vote was unanimous to recommend approval of this text amendment. I am happy to answer any questions you may have.

~~TEXT~~ = To be Removed **TEXT** = To be Added

~~6-3~~ **Buffers.**

~~A 50' buffer from the normal high water line is required for all buildings within the AEC and exemptions are allowed as per CAMA regulations. This buffer is the CAMA 30' buffer plus an additional 20' buffer. A landowner may choose to have an engineered stormwater plan which maintains 1 1/2 inches of stormwater on said property in lieu of the additional 20' buffer. If a lot is deemed to be unbuildable due to the additional 20' buffer and/or the engineered stormwater plan, then a variance shall be given.~~
(Amended 10-02-06)

~~TEXT~~ = To be Removed **TEXT** = To be Added

Board of Commissioners
Bill Smith, Chair
Robin Comer, Vice-Chair
Bob Cavanaugh
Chris Chadwick
Jimmy Farrington
Mark Mansfield
Ed Wheatly



County Manager
Tommy R. Burns
Clerk to the Board
Rachel B. Hammer

RESOLUTION
BY THE
CARTERET COUNTY BOARD OF COMMISSIONERS

WHEREAS, the Board of Commissioners adopted the Carteret County Down East Conservation Ordinance on the 11th day of September 2006; and

WHEREAS, the Board of County Commissioners on its own motion or by petition may amend, supplement, change or repeal the Carteret County Down East Conservation Ordinance; and

WHEREAS, the Carteret County Planning & Development Department requested a text amendment to Article 6-3 of the Carteret County Down East Conservation Ordinance;

NOW, THEREFORE, be it hereby resolved that the Carteret County Board of Commissioners based upon the affirmative recommendation of the Carteret County Planning Commission adopt this text amendment to the Carteret County Down East Conservation Ordinance by removing Article 6-3 in its entirety from the Down East Conservation Ordinance.

ADOPTED, this the 21st day of September 2020.

ATTEST:

Rachel Hammer
Clerk to the Board

Bill Smith, Chairman
Carteret County Board of Commissioners

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director



Beaufort Office
Phone: 252-728-8545
Fax: 252-732-2065

PLANNING COMMISSION MEETING

Monday, August 10, 2020
5:30 p.m.

The Carteret County Planning Commission held its regular scheduled meeting on August 10, 2020 at 5:30 p.m. in the Administration Building, Courthouse Square in Beaufort, North Carolina.

Members present included: Chairman Dean Graham, Mr. Jeff Hunt, Mr. William Rogers, Mr. Eddy Myers and Mr. David Heath.

Members absent included: Mr. Scott Eckholdt, Mr. Bruce Rogers and Mr. Harry Archer

Also present were, Mr. Eugene Foxworth, Planning Director, Mr. Ethan Brogden, Planning Technician, Mr. Gregory Hartman, Assistant Planning Director, Mr. Dwight Turner, Code Enforcement Officer and Ms. Elizabeth Lewis, Executive Administrative Assistant.

1. Call to Order

Chairman Graham called the meeting to order at 5:30 p.m.

2. Approval of the Minutes

Commissioner Will Rogers made a motion to accept the July 13, 2020 minutes. Commissioner Myers seconded the motion, followed by a unanimous vote from the board.

3. Text Amendments: Proposed text amendments to the Down East Conservation Ordinance, Electronic Gaming Operations Ordinance, Group Housing Ordinance, Manufactured Homes, Manufactured Home Parks, and Recreational Vehicle Parks Ordinance, Solar Ordinance, Tall Structures Ordinance, and Subdivision Regulations to bring these ordinances into compliance with the new Chapter 160D of the North Carolina General Statutes.

Mr. Hartman presented the request.

Request: Proposed text amendments to the County's Down East Conservation Ordinance, Electronic Gaming Operations Ordinance, Group Housing Ordinance, Manufactured Homes, Manufactured Home Parks, and Recreational Vehicle Parks Ordinance, Solar Ordinance, Tall Structures Ordinance, and Subdivision Regulations.

Specifically, these text amendments bring the County's Ordinances into compliance with the new

Mailing: 302 Courthouse Square, Beaufort, NC 28516
Location: 402 Broad Street, Beaufort, NC 28516

PLANNING AND DEVELOPMENT

Chapter 160D of the North Carolina General Statutes. Chapter 160D consolidates current city and county enabling statutes into a single unified chapter and places these statutes into a more logical and coherent organization. The North Carolina General Assembly enacted legislation Session Law 2020-25 (Senate Bill 720), making Chapter 160D effective on June 19, 2020. Counties and municipalities have until July 1, 2021 to incorporate the necessary amendments into their ordinances to make them fully compliant with the new Chapter 160D.

Staff has made the necessary changes to the above referenced County Ordinances and staff is happy to answer any questions that you may have.

Chairman Graham asked if there was any questions for staff.

Commissioner Heath had a question regarding Group Housing Ordinance, specifically in Article IV. Permits and Certificate of Compliance, section 8-66. He had a question regarding who sends out notifications to surrounding properties, now that the section regarding the applicant sending said notifications is being removed from the text.

Mr. Hartman replied that staff would send out the notice.

Commissioner Heath, thank you.

Chairman Graham asked if there was any other questions for staff.

Commissioner Heath had a question regarding the verbiage change in the Tall Structures Ordinance section that discusses variances.

Mr. Hartman replied it was not consistent with all the other requirements to grant a variance, therefore it was changed.

Commissioner Heath replied that it would be incorporating language we used elsewhere, not using language that was given to us by legislation.

Mr. Hartman replied no, these are the four requirements that should be in every ordinance that has the potential to grant a variance.

Commissioner Heath said he just wanted to verify this and he had no further questions.

Chairman Graham asked if there was a motion to accept the changes.

Commissioner Myers made a motion to accept the changes; Commissioner Heath seconded the motion, followed by a unanimous vote from the board.

PLANNING AND DEVELOPMENT

4. Text Amendment: A proposed text amendment to Article 6-3 Buffers of the Down East Conservation Ordinance.

Mr. Hartman presented the request.

Request: A proposed text amendment to Article 6-3 Buffers of the County's Down East Conservation Ordinance. Specifically, this text amendment will eliminate the additional 20' buffer required for all buildings within the Area of Environmental Concern designated by the North Carolina Coastal Resource Commission as required under the Coastal Area Management Act of 1975.

Staff is happy to answer any questions you might have.

Chairman Graham asked if there were any questions for staff.

Commissioner Heath asked why we are taking this out.

Mr. Foxworth replied Commissioner Chadwick approached him about removing the buffer, as it would make the setbacks consistent throughout the county. Right now, anyone who builds on the water in this area has to contend with the 30-foot CAMA buffer, in addition to this 20-foot buffer.

Commissioner Heath asked why it was originally put in the ordinance.

Mr. Foxworth replied that it was before his time and that he did not know.

Commissioner Myers asked if there had been any comments regarding the change.

Mr. Hartman replied, no there has not been any comments.

Mr. Foxworth stated this is probably the most frequent variance request the department sees, due to the additional 20-foot buffer.

Commissioner Will Rogers commented the 30-foot CAMA buffer has been around a long time and at some point in time we as a board voted to increase the buffer an additional 20 feet in this particular area.

Mr. Hartman replied when Down East Conservation Ordinance was adopted, the language was added regarding an additional 20-foot buffer to the already required 30-foot CAMA buffer.

Commissioner Will Rogers asked if there are any other municipalities in our area that require more than the standard 30-foot CAMA buffer.

Mr. Hartman replied there are portions of South River that are subject to the Neuse River buffer, which is a 50-foot buffer, but that is a State regulation, as is CAMA.

Commissioner Heath commented since nobody knows why we put it in the ordinance, there should not be a problem taking it out.

Chairman Graham asked if there were any other comments, if not is there a motion to approve.

Commissioner Will Rogers made the motion to approve the amendment. Commissioner Hunt seconded the motion, followed by a unanimous vote from the board.

Mailing: 302 Courthouse Square, Beaufort, NC 28516
Location: 402 Broad Street, Beaufort, NC 28516

PLANNING AND DEVELOPMENT

5. Next Scheduled Regular Meeting: September 14, 2020 at 5:30 PM

6. Adjournment

The meeting was adjourned at 5:45 p.m.

Secretary

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director



Beaufort Office
Phone: 252-728-8545
Fax: 252-732-2065

PUBLIC NOTICE

Pursuant to Chapter 160D-601 of the North Carolina General Statutes, the Carteret County Board of Commissioners will hold a public hearing on September 21, 2020 at 6:00 p.m. in the Board of Commissioners' Meeting Room (Courthouse Square, Administration Building, Beaufort, NC) to discuss a text amendment to the Down East Conservation Ordinance Article 6-3, Buffers. Specifically, this text amendment seeks to eliminate the additional 20' buffer required for all buildings located within the Area of Environmental Concern designated by the North Carolina Coastal Resource Commission as required under the Coastal Area Management Act of 1975.

A copy of the proposed request is available for public inspection in the Carteret County Planning and Development Department, 402 Broad Street, Beaufort, NC.

Eugene Foxworth
Planning Director

Advertise: Carteret County News-Times
Sunday, September 6, 2020
Sunday, September 13, 2020

X. PUBLIC HEARING: TEXT AMENDMENTS TO MULTIPLE COUNTY ORDINANCES TO BRING THEM INTO COMPLIANCE WITH N.C.G.S. 160D

Mr. Foxworth shared that in June 2020, Chapter 160D was created by the Legislature that combines regulations to make them more cohesive. It includes the Down East Conservation Ordinance, the Electronic Gaming Operations Ordinance, the Group Housing Ordinance, the Manufactured Home and Manufactured Home Parks Ordinance,

the Recreational Vehicle Park Ordinance, Solar Ordinance, Tall Structures Ordinances, and Subdivision Ordinances. If you read through these, you'll see they are pretty much housekeeping as far as 160D that brings the process of variances into compliance with the State statute.

Motion: Chairman Smith made a motion to go into public hearing; seconded by Commissioner Farrington. **Motion carried unanimously.**

No one wished to speak during the public hearing.

Motion: Commissioner Comer made a motion to go out of public hearing; seconded by Commissioner Chadwick. **Motion carried unanimously.**

Motion: Commissioner Comer made a motion to approve the amended Down East Conservation Ordinance, Electronic Gaming Operations Ordinance, Group Housing Ordinance, Manufactured Homes, Manufactured Home Parks and Recreational Vehicle Parks Ordinance, Solar Ordinance, Tall Structure Ordinance, and Subdivision Regulations to make them compliant with the new Chapter 160D of NCGS; seconded by Commissioner Chadwick.

Commissioner Cavanaugh asked for confirmation on changes to the Solar and Tall Structure Ordinances. Mr. Foxworth stated that it was necessary changes due to changes made by the Legislature.

Chairman Smith called the motion; **motion carried unanimously.**

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director



Beaufort Office Phone 252-728-8545
Western Office Phone 252-222-5833

MEMORANDUM

DATE: September 21, 2020
TO: Carteret County Board of Commissioners
CC: Tommy Burns, County Manager
FROM: Eugene Foxworth, Assistant County Manager & Planning Director
RE: Proposed Text Amendments to Multiple County Ordinances

Proposed text amendments to the County's Down East Conservation Ordinance, Electronic Gaming Operations Ordinance, Group Housing Ordinance, Manufactured Homes, Manufactured Home Parks, and Recreational Vehicle Parks Ordinance, Solar Ordinance, Tall Structures Ordinance, and Subdivision Regulations.

Specifically, these text amendments bring the County's Ordinances into compliance with the new Chapter 160D of the North Carolina General Statutes. Chapter 160D consolidates current city and county enabling statutes into a single unified chapter and places these statutes into a more logical and coherent organization. The North Carolina General Assembly enacted legislation Session Law 2020-25 (Senate Bill 720), making Chapter 160D effective on June 19, 2020. Counties and municipalities have until July 1, 2021 to incorporate the necessary amendments into their ordinances to make them fully compliant with the new Chapter 160D.

The Planning Commission heard this item at their August 10, 2020 meeting. The vote was unanimous to recommend approval of these text amendments. I am happy to answer any questions you may have.

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director



Beaufort Office
Phone: 252-728-8545
Fax: 252-732-2065

PUBLIC NOTICE

Pursuant to Chapter 160D-601 of the North Carolina General Statutes, the Carteret County Board of Commissioners will hold a public hearing on September 21, 2020 at 6:00 p.m. in the Board of Commissioners' Meeting Room (Courthouse Square, Administration Building, Beaufort, NC) to discuss text amendments to the Down East Conservation Ordinance, Electronic Gaming Operations Ordinance, Group Housing Ordinance, Manufactured Homes, Manufactured Home Parks, and Recreational Vehicle Parks Ordinance, Solar Ordinance, Tall Structures Ordinance and Subdivision Regulations. Specifically, these text amendments are to bring the ordinances into compliance with the newly adopted North Carolina General Statutes Chapter 160D.

A copy of the proposed request is available for public inspection in the Carteret County Planning and Development Department, 402 Broad Street, Beaufort, NC.

Eugene Foxworth
Planning Director

Advertise: Carteret County News-Times
Sunday, September 6, 2020
Sunday, September 13, 2020

Board of Commissioners
Bill Smith, Chair
Robin Comer, Vice-Chair
Bob Cavanaugh
Chris Chadwick
Jimmy Farrington
Mark Mansfield
Ed Wheatly



County Manager
Tommy R. Burns
Clerk to the Board
Rachel B. Hammer

RESOLUTION BY THE CARTERET COUNTY BOARD OF COMMISSIONERS

WHEREAS, the Board of Commissioners adopted the Down East Conservation Ordinance, Electronic Gaming Operations Ordinance, Group Housing Ordinance, Manufactured Homes, Manufactured Home Parks, and Recreational Vehicle Parks Ordinance, Solar Ordinance, Tall Structures Ordinance, and Subdivision Regulations; and

WHEREAS, the Board of County Commissioners on its own motion or by petition may amend, supplement, change or repeal the Down East Conservation Ordinance, Electronic Gaming Operations Ordinance, Group Housing Ordinance, Manufactured Homes, Manufactured Home Parks, and Recreational Vehicle Parks Ordinance, Solar Ordinance, Tall Structures Ordinance, and Subdivision Regulations; and

WHEREAS, the North Carolina General Assembly has enacted Session Law 2020-25 (Senate Bill 720) making Chapter 160D effective on June 19, 2020; and

WHEREAS, Counties and municipalities in the State of North Carolina shall amend their ordinances by July 1, 2021 to make them fully compliant with Chapter 160D of the North Carolina General Statutes;

NOW, THEREFORE, be it hereby resolved that the Carteret County Board of Commissioners based upon the affirmative recommendation of the Carteret County Planning Commission adopt these text amendments to the Down East Conservation Ordinance, Electronic Gaming Operations Ordinance, Group Housing Ordinance, Manufactured Homes, Manufactured Home Parks, and Recreational Vehicle Parks Ordinance, Solar Ordinance, Tall Structures Ordinance, and Subdivision Regulations, thereby bringing these ordinances into compliance with Chapter 160D of the North Carolina General Statutes.

ADOPTED, this the 21st day of September 2020.

ATTEST:

Bill Smith, Chairman
Carteret County Board of Commissioners

Rachel Hammer
Clerk to the Board

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director



Beaufort Office
Phone: 252-728-8545
Fax: 252-732-2065

PLANNING COMMISSION MEETING Monday, August 10, 2020 5:30 p.m.

The Carteret County Planning Commission held its regular scheduled meeting on August 10, 2020 at 5:30 p.m. in the Administration Building, Courthouse Square in Beaufort, North Carolina.

Members present included: Chairman Dean Graham, Mr. Jeff Hunt, Mr. William Rogers, Mr. Eddy Myers and Mr. David Heath.

Members absent included: Mr. Scott Eckholdt, Mr. Bruce Rogers and Mr. Harry Archer

Also present were, Mr. Eugene Foxworth, Planning Director, Mr. Ethan Brogden, Planning Technician, Mr. Gregory Hartman, Assistant Planning Director, Mr. Dwight Turner, Code Enforcement Officer and Ms. Elizabeth Lewis, Executive Administrative Assistant.

1. **Call to Order**

Chairman Graham called the meeting to order at 5:30 p.m.

2. **Approval of the Minutes**

Commissioner Will Rogers made a motion to accept the July 13, 2020 minutes. Commissioner Myers seconded the motion, followed by a unanimous vote from the board.

3. **Text Amendments:** Proposed text amendments to the Down East Conservation Ordinance, Electronic Gaming Operations Ordinance, Group Housing Ordinance, Manufactured Homes, Manufactured Home Parks, and Recreational Vehicle Parks Ordinance, Solar Ordinance, Tall Structures Ordinance, and Subdivision Regulations to bring these ordinances into compliance with the new Chapter 160D of the North Carolina General Statutes.

Mr. Hartman presented the request.

Request: Proposed text amendments to the County's Down East Conservation Ordinance, Electronic Gaming Operations Ordinance, Group Housing Ordinance, Manufactured Homes, Manufactured Home Parks, and Recreational Vehicle Parks Ordinance, Solar Ordinance, Tall Structures Ordinance, and Subdivision Regulations.

Specifically, these text amendments bring the County's Ordinances into compliance with the new

Mailing: 302 Courthouse Square, Beaufort, NC 28516
Location: 402 Broad Street, Beaufort, NC 28516

PLANNING AND DEVELOPMENT

Chapter 160D of the North Carolina General Statutes. Chapter 160D consolidates current city and county enabling statutes into a single unified chapter and places these statutes into a more logical and coherent organization. The North Carolina General Assembly enacted legislation Session Law 2020-25 (Senate Bill 720), making Chapter 160D effective on June 19, 2020. Counties and municipalities have until July 1, 2021 to incorporate the necessary amendments into their ordinances to make them fully compliant with the new Chapter 160D.

Staff has made the necessary changes to the above referenced County Ordinances and staff is happy to answer any questions that you may have.

Chairman Graham asked if there was any questions for staff.

Commissioner Heath had a question regarding Group Housing Ordinance, specifically in Article IV. Permits and Certificate of Compliance, section 8-66. He had a question regarding who sends out notifications to surrounding properties, now that the section regarding the applicant sending said notifications is being removed from the text.

Mr. Hartman replied that staff would send out the notice.

Commissioner Heath, thank you.

Chairman Graham asked if there was any other questions for staff.

Commissioner Heath had a question regarding the verbiage change in the Tall Structures Ordinance section that discusses variances.

Mr. Hartman replied it was not consistent with all the other requirements to grant a variance, therefore it was changed.

Commissioner Heath replied that it would be incorporating language we used elsewhere, not using language that was given to us by legislation.

Mr. Hartman replied no, these are the four requirements that should be in every ordinance that has the potential to grant a variance.

Commissioner Heath said he just wanted to verify this and he had no further questions.

Chairman Graham asked if there was a motion to accept the changes.

Commissioner Myers made a motion to accept the changes; Commissioner Heath seconded the motion, followed by a unanimous vote from the board.

PLANNING AND DEVELOPMENT

4. **Text Amendment:** A proposed text amendment to Article 6-3 Buffers of the Down East Conservation Ordinance.

Mr. Hartman presented the request.

Request: A proposed text amendment to Article 6-3 Buffers of the County's Down East Conservation Ordinance. Specifically, this text amendment will eliminate the additional 20' buffer required for all buildings within the Area of Environmental Concern designated by the North Carolina Coastal Resource Commission as required under the Coastal Area Management Act of 1975.

Staff is happy to answer any questions you might have.

Chairman Graham asked if there were any questions for staff.

Commissioner Heath asked why we are taking this out.

Mr. Foxworth replied Commissioner Chadwick approached him about removing the buffer, as it would make the setbacks consistent throughout the county. Right now, anyone who builds on the water in this area has to contend with the 30-foot CAMA buffer, in addition to this 20-foot buffer.

Commissioner Heath asked why it was originally put in the ordinance.

Mr. Foxworth replied that it was before his time and that he did not know.

Commissioner Myers asked if there had been any comments regarding the change.

Mr. Hartman replied, no there has not been any comments.

Mr. Foxworth stated this is probably the most frequent variance request the department sees, due to the additional 20-foot buffer.

Commissioner Will Rogers commented the 30-foot CAMA buffer has been around a long time and at some point in time we as a board voted to increase the buffer an additional 20 feet in this particular area.

Mr. Hartman replied when Down East Conservation Ordinance was adopted, the language was added regarding an additional 20-foot buffer to the already required 30-foot CAMA buffer.

Commissioner Will Rogers asked if there are any other municipalities in our area that require more than the standard 30-foot CAMA buffer.

Mr. Hartman replied there are portions of South River that are subject to the Neuse River buffer, which is a 50-foot buffer, but that is a State regulation, as is CAMA.

Commissioner Heath commented since nobody knows why we put it in the ordinance, there should not be a problem taking it out.

Chairman Graham asked if there were any other comments, if not is there a motion to approve.

Commissioner Will Rogers made the motion to approve the amendment. Commissioner Hunt seconded the motion, followed by a unanimous vote from the board.

Mailing: 302 Courthouse Square, Beaufort, NC 28516
Location: 402 Broad Street, Beaufort, NC 28516

PLANNING AND DEVELOPMENT

5. **Next Scheduled Regular Meeting:** September 14, 2020 at 5:30 PM

6. **Adjournment**

The meeting was adjourned at 5:45 p.m.

Secretary

*Due to the size of the supporting documentation, it is being incorporated into these minutes by reference.
A full copy will be retained in the County Manager's Office.*

XI. MERGER OF THE DAVIS FIRE DEPARTMENT WITH THE DOWN EAST FIRE DEPARTMENT

Mr. Stephen Rea stated that he is before Commissioners to talk about the Down East and Davis Fire Department merger. Back in July, Davis was reinspected by the Office of the State Fire Marshal and they did not pass their inspection so they voluntarily went to Down East to have a merger with Down East so they can cover the Davis area. With this merger, what we need from you is a resolution tonight to pass the map for that fire district, and to talk about the contract with the Down East Fire Department.

Commissioner Wheatly asked what the benefit would be for the people of Davis by doing this? It's my understanding from the meeting we went to, they were going to be upgraded

from a 7 to a 10, which will translate into a savings on insurance for them, am I right or wrong? Mr. Rea stated that is correct; if they go to a 10 coverage which Davis Fire Department would go to since they did not pass their inspection, that would pretty much make homeowners not be able to get homeowners insurance at all. By merging with Down East, they will go down to a five.

Commissioner Comer stated that he has worked with these small community fire and rescues Down East for over a decade now; they have come a long way. They struggle with retention of fireman because as Commissioner Chadwick said, they are losing people Down East. The younger crowd just don't get involved like they did at one time and it was tough for the two that started Down East, but when they committed to it, they did it and did a very good job. I'm surprised by the five rating; those guys stepped up and did the right thing by helping Davis out; it will be a great thing for Down East.

Commissioner Wheatly asked what is the best rating you can have. Mr. Rea stated that there is one agency that is a four – Harkers Island, because they have fire hydrants. Commissioner Wheatly confirmed by doing this merger, Davis will end up with a five.

Commissioner Chadwick stated that Down East just got reduced down to a five with a lot of training, and shuttling water back and forth. The people of Davis have done a tremendous job; they are a well-oiled machine down there, but the way the State counts for training hours, you just can't show up for a meeting and get counted for a training hour, you have to pump the truck, you have to shuttle the water. Everybody has a job and volunteers are almost a thing of the past, but the people of Davis have done a tremendous job, they just weren't coding things like the State wanted to. I think the State kind of moves the ball around from time to time. They had a board meeting, they are going to go from a seven to a five immediately as soon as we approve this within the next week or two.

Commissioner Comer stated that generally when you leave a six or seven, the only real benefit from that is on the commercial side of things; homeowners don't really gain a whole lot, but those guys just decided to be on game and do everything right. Commissioner Chadwick stated that what this does is that it leaves Stacy in the middle. Stacy is a 9S which is almost a ten, which is barely recognized as a fire department. Commissioner Chadwick stated that Otway just got re-rated, and they went from a 9S to a five and on a \$225,000 house, the homeowner has received checks back from their insurance company for \$500; that's real money and I'm proud of the people of Davis and I'm glad they are coming in for Down East. I do want to set up a meeting with Stacy and talk with those folks and see if they would come in. If they would come in, we can probably put a paid ambulance crew in Davis later on like we talked about. Mr. Rea stated that we can look at it.

Commissioner Comer stated this is a tough thing because these volunteers are community-based, built and run; it's hard to give up, but I'm glad the guys of Down East are doing what's right by their citizens. This is a good deal.

Motion: Commissioner Chadwick made a motion to approve the map; seconded by Commissioner Wheatly. **Motion carried unanimously.**

Mr. Rea stated that the second thing would be the approval of the signing of the contract.

Motion: Commissioner Comer made a motion to approve the contract and ask that the County Manager execute the contract; seconded by Commissioner Chadwick. **Motion carried unanimously.**

COUNTY OF CARTERET
DEPARTMENT OF EMERGENCY SERVICES

Stephen Rea
Emergency Services Director



Office 252-222-5841
Mobile 252-241-1630
stephen.rea@carteretcountync.gov

DATE: Tuesday August 25, 2020
TO: Carteret County Commissioners
FROM: Stephen Rea, Emergency Services Director
SUBJECT: Down East Fire Department and Davis Fire Department Merger

The Davis Fire Department in Carteret County is presently a Class-7 fire department. The department failed their inspection by the North Carolina Department of Insurance on July 21, 2020 for not meeting minimum personnel requirements.

On September 26, 2020 the department will revert to a Class 10 fire department, meaning no fire protection in their district. The Davis Fire Department wishes to merge with the Downeast Fire Department which is a Class-5 fire department.

The Davis Fire Department Board of Directors met on Tuesday August 18, 2020 and approved the merger.

Once done, the residents of the Davis Fire District will go from a Class-7 fire protection rating to a Class-5 fire protection rating with additional savings on their homeowner's insurance. The Stacy Fire Department is not included in this merger

Attached is a map of the new fire district for the Down East Fire Department, and an email from NCDOT pre-approving the map as submitted. Also contained is a Resolution as required by NCDOT standards. Once approved by the Board of Commissioners we will forward the documents to the North Carolina Department of Insurance, along with their new contract for approval and re-rating.

Should you have any questions, please feel free to contact my office.

NORTH CAROLINA
CARTERET COUNTY

This CONTRACT, made and entered into this the 21st day of September 2020 by and between CARTERET COUNTY, hereinafter referred to as the County, and DOWNEAST FIRE DEPARTMENT, INC., hereinafter referred to as the Fire Department;

WITNESSETH:

WHEREAS, North Carolina General Statute 69-25.5 provides that counties may provide for fire services in a fire protection district by contracting with any incorporated nonprofit volunteer or community fire department; and

WHEREAS, North Carolina General Statute 69-25.4 (b) indicates the term "fire protection" and the levy of a tax for that purpose may include the levy, appropriation, and expenditure of funds for furnishing emergency medical, rescue and ambulance service to protect persons within the district from injury or death; and

WHEREAS, Chapter 159 of the North Carolina General Statutes provides that the county budget ordinance may be in any form that the board of county commissioners of any county deems most efficient in enabling it to make the fiscal policy decisions embodied therein and provides for a fund for each special district whose taxes are collected by the county; and

WHEREAS, the Fire Department is a nonprofit corporation organized and authorized to furnish fire and rescue protection services to the citizens of its district; and

WHEREAS, the Fire Department serves the area of special tax district created by a vote of the people known as the ATLANTIC FIRE, SEA LEVEL FIRE, DAVIS FIRE AND SEA LEVEL RESCUE District of Carteret County in accordance with Article 3A Chapter 69 of the North Carolina General Statutes and other applicable laws; and

WHEREAS, Carteret County presently levies and collects special taxes and is responsible for appropriating the funds derived there from for fire and rescue protection in the District; and

WHEREAS, the County and the Fire Department desire to enter into this contract for the Fire Department to furnish fire and rescue protection and during times of emergencies/disasters provide: 1) preliminary damage assessment; 2) debris clearance and removal; 3) traffic control; and 4) other lifesaving and property protection measures as necessary for and within the District;

NOW, THEREFORE, in consideration of the premises and of other good and valuable considerations, the parties hereto contract and agree as follows:

1. Carteret County agrees that it will provide funds, from the special taxes which are levied in such amount as the Board of County Commissioners may deem necessary from year to

year to provide fire and rescue protection to the designated District based upon the rate of a special ad valorem tax it will levy against property in the ATLANTIC FIRE, SEA LEVEL FIRE, DAVIS FIRE AND SEA LEVEL RESCUE District of Carteret County unless otherwise limited or restricted by law or unless the people of the special district shall vote to terminate said tax. The County will collect the funds from the District as may be levied as provided by law. For each fiscal year, the funds estimated to be provided from the special taxes shall be based on the needs projected in the budget estimate submitted by the Fire Department to and recommended by the Fire & EMS Commission to the County Commissioners and approved by and deemed necessary by the County Commissioners for furnishing fire and rescue protection services within the District.

2. Special or separate funds shall be maintained by the County for taxes collected as a result of said special taxes.
3. The funds derived from the special taxes levied by the County, shall be paid to the Fire Department within the fiscal year as agreed to by the Fire Department and the Carteret County Manager. Payments shall not exceed the net amount of funds collected from the special taxes for fire and rescue protection in the District and shall not exceed the amount budgeted by the Board of Commissioners of Carteret County in the particular year for fire and rescue protection within the District.
4. The County will also maintain a planned capital improvement fund for each department. This includes all funds that are budgeted for capital purchases such as vehicle purchases, building improvement or replacement or any major equipment replacement or purchases over \$20,000. These planned capital improvements shall be clearly identified with the County Reserve Account and must be approved by the County Fire and EMS Commission before funds are used or re-allocated. Each department can maintain a reserve account under their control not to exceed the lesser of 4 months of operating expenses based on their current year budget or \$200,000. Operating expenses shall include all expenses with the exception of capital items. All unallocated reserve funds and reserve funds in excess of the lesser of 4 months operating expenses shall remain in the County reserve account for each department. The reserve funds held by the County can be accessed by each department upon request to the Fire & EMS Commission and approval by the County Commissioners.
5. The Fire Department shall furnish adequate fire and rescue protection within the District and shall provide the necessary equipment, personnel, water and all things necessary for furnishing adequate fire and rescue protection in the District. The services shall be in accordance with the minimum standards set forth by the Carteret County Department of Emergency Services and the North Carolina Department of Insurance. The Fire Department shall provide workers' compensation insurance coverage applicable to all Fire Department personnel, regardless of status, at least to the extent required by law. The Fire Department shall furnish said fire protection without additional charge to all persons and property located in the District in an efficient and workmanlike manner. Funds shall not be

used for the subcontracting of fire and rescue protection services except approved by the County. Funds shall not be used for salaries except to the extent budgeted by the County for the fiscal year.

6. All funds paid to the Fire Department by the County shall be used exclusively to provide fire and rescue protection within the District and automatic and mutual aid approved by the County.
7. The County may inspect all the books and records of the Fire Department at any time it shall desire. The Fire Department shall further provide such additional information as the County may reasonably request from time to time. The Fire Department agrees that it will supply such records, information or verification relating to expenditures of the funds or the operations of the Fire Department as may reasonably be requested by the County. The Fire Department shall maintain a written accounting system which provides adequate documentation of all of its receipts and disbursements including those related to the funds subject to this contract. The Fire Department shall submit quarterly financial reports, showing the allocation and disbursements of funds subject to this contract to the Carteret County Finance Department. These reports are due 30 days after the quarter ends. The County may at any time require an audit for cause of the Fire Department's books and records.
8. The Fire Department will have an annual compilation of its financial records and operations performed by the Carteret County Finance Department. With the beginning of the 2019/2020 Fiscal Year Department that request \$100,000 or more will need to provide an independent review of its financial records from an independent Certified Public Accountant prior to budget approval.
9. All books and records shall be maintained by the Fire Department for a period of at least three years from the date that the Fire Department's fiscal year ends and shall be made available for audit upon request during regular business hours of the Fire Department.
10. The Fire Department shall request approval from the Carteret County Emergency Services Department or the County Manager for any transaction greater than \$5,000 involving transfer of assets by title or position, borrowing or notes against existing equipment. If the Fire Department contests the decision made by the Carteret County Emergency Services Department or the County Manager, then the County Commissioners will be asked to review and approve or disapprove the transaction.
11. The Fire Department agrees to subject itself to the provisions of Article 33C of Chapter 143 of the North Carolina General Statutes, entitled "Meetings of Public Bodies" to the same extent as the County.
12. The Fire Department shall use the funds subject to this contract in accordance with the annual budget of the funds, which is approved and adopted by the County Commissioners, which budget is incorporated automatically herein by reference each year. No change or alteration in the amount of the total budget may be made without the express approval of said County Commissioners. The budget detail may be amended with the approval of the

- County Manager upon the recommendation of the Fire & EMS Commission, within the funds made available by this contract.
13. The Fire Department will maintain its current rating or better with the North Carolina Department of Insurance as well as its present nonprofit corporation status pursuant to Chapter 55A of the North Carolina General Statutes. The Fire Department shall continuously comply with all applicable laws, ordinances and regulations. The bylaws of the Fire Department shall contain reasonable provisions enabling citizens of the District to participate in the affairs of the Fire Department.
 14. In the event of dissolution of the Fire Department or the Fire Department's failure to meet the requirements of this contract and as a result of said breach that it constitutes a failure to provide fire and rescue protection to the District as provided for in this contract, the Fire Department agrees that upon demand by the County, it will convey to the County or to such successor organization the County may designate, all the assets of the Fire Department, subject to any liens against said property, to be used for providing fire and rescue protection within the District or as otherwise provided by law.
 15. This contract shall supersede all previous contracts between the County and the Fire Department and shall become effective OCTOBER 1, 2020 and, subject to the continued legal existence of the District, shall continue thereafter from fiscal year to fiscal year in accordance with the annual budget adopted by the County Commissioners for providing fire and rescue protection within the District to the extent of funds appropriated to continue this agreement.
 16. This agreement may not be transferred or assigned by the Fire Department without the written consent of the County.
 17. This contract may be terminated by either party by giving 120 days written notice of its intent to terminate to the other party by registered or certified letter. Should the Fire Department elect to terminate the contract the dissolution clause referenced in paragraph 14 shall apply.

Signature Page

WITNESS the following signatures and seals all pursuant to authority duly granted.

ATTEST:

CARTERET COUNTY

Clerk to Board

Tommy Burns, Carteret County Manager

ATTEST:

DOWN EAST FIRE DEPARTMENT, INC.

Board Member (Title)

Board President (Title)

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

APPROVED AS TO LEGAL SUFFICIENCY

Dee Meshaw, Finance Director

C. R. Wheatly, III
County Attorney

DAVIS VOLUNTEER FIRE DEPARTMENT

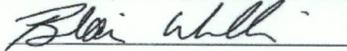
595 HWY 70 · POST OFFICE BOX 29 · DAVIS, NORTH CAROLINA 28584
OFFICE 252.729.8311 · FAX 252.729.1904

08/18/20

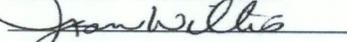
Board of Directors Meeting:

The Davis Volunteer Fire Department, Inc. board of directors met after the regular meeting tonight to cast the vote on whether or not to merge with Down East Fire Department. On July 21, 2020 the department was to be rated by the NCOSFM for NCDOI. It was determined that the department did not have the sufficient number of members to operate the department. The options presented to the Board that day was to be classified as a 10 rating which is unprotected or to merge with another department within 10 miles of our current station. The board went and met with Down East Fire Department board, County Emergency Management and two County Commissioner's on Tuesday July 28, 2020. The board discussed different things with Down East Fire Department in regards to the possible merger and the Board came away with a positive feeling and assurance that Down East Fire Department would be willing to work with us to make this happen.

The board members present tonight August 18, 2020 were Blair Willis (President), James Fulcher (Member) and Jason Willis (Member). The Department members unanimously voted to start the process of merger of the Davis Volunteer Fire Department, Inc. with Down East Fire Department, Inc. Twelve members were present at the membership meeting at 6:30 tonight. The members felt that Down East was the best fit for our station to merge. The board talked amongst themselves and vetted to do what is in the best interest of the communities of Davis and Williston as well as the members of the current department. We are committed to making this possible so as the communities will not have a lapse in their fire insurance. Also, by merging with Down East Fire Department the ratings of the Fire District formerly known as Davis District which is an ISO Class 7 would drop to an ISO Class 5.



Blair Willis - Board President



Jason Willis - Board member



James Fulcher - Board member

RESOLUTION

For Approval of Insurance District Boundaries

NORTH CAROLINA
CARTERET COUNTY

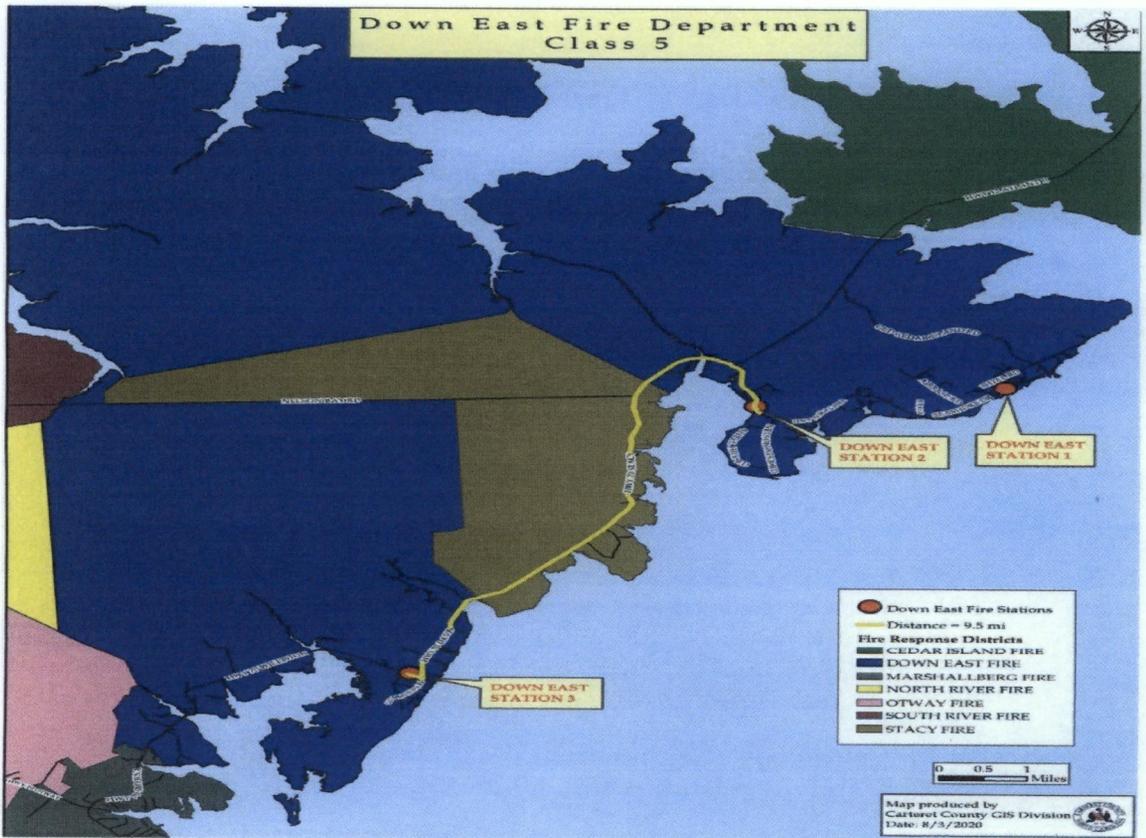
Upon motion by Commissioner _____, seconded by Commissioner _____,
RESOLVED that the Board of Commissioners of the County of Carteret approve
boundary lines of The Down East Fire Department in accordance with the maps and
description filed this date with the Board of County Commissioners and recorded in the
minutes of the meeting. Said Down East Fire Department being described as follows:
See Attachment A- Copy of GIS map.

NORTH CAROLINA
CARTERET COUNTY

This is to certify that the foregoing is a true and accurate copy excerpt from the Minutes
of the Board of County Commissioners of Carteret County adopted this the 21st
day of September 2020.

Clerk to the Board

(SEAL)



XII. MANAGER'S REPORT

Mr. Burns shared that probably about a year ago, he had shared that the County was still owed some funding from Hurricane Florence. We just received word that the State has finally released that funding and now that sign off goes to the Atlanta Federal. That is the

last remaining portion of funds that we still had outstanding from Hurricane Florence. Mr. Burns stated that if it is over a certain amount, the State has to get concurrence from the Federal Government. Mr. Burns stated that the Federal Government has been very responsive; the bottleneck has been when it got to the State. The NC Pro office is a new office the State has set up to deal with the Cares Act funding. We have had several conference calls with them; we have submitted all of our CARES Act Funding Plans for the County and those that the municipalities have submitted. There was some temporary funding that was created in the CARES Act for such departments as the Board of Elections, and the Health Department for COVID-related issues in the County. Lastly, we want to recognize Mr. Ray for a job well done. The Employee of the Month has been a great thing; they are nominated by their peers and their coworkers.

XIII. APPOINTMENTS

Adult Home Community Advisory Committee

Commissioner Comer recommended the reappointment of Ms. Rhetta O'Quinn and Ms. Conni Simpson for three-year terms; appointments carried.

Carteret County Beach Commission

Commissioner Farrington nominated Mr. John Broadman, the Mayor of Pine Knoll Shores, to fulfill the unexpired term; appointment carried.

Carteret County-Beaufort Airport Authority

Commissioner Wheatly recommended the reappointment of Mr. Pat Joyce for an additional two-year term; appointment carried.

Carteret County Fire & EMS Commission

Commissioner Chadwick nominated Mr. Mike Lewis ("Commissioner Chadwick's Representative"); Chairman Smith nominated Mr. James Bristle ("Commissioner Smith's Representative"); appointments carried.

Carteret County Juvenile Crime Prevention Council ("JCPC")

Commissioner Cavanaugh asked that Mr. Chuck Bryant serve as the "DSS Representative" in lieu of his current "At-Large Representative," and that Ms. Pam Stewart serve as that "At-Large Representative;" changes approved.

Carteret County Library Board

Commissioner Farrington recommended the appointment of Mr. Edward Harris for a three-year term; nomination approved.

Commissioner Comer asked that his appointment be tabled.

Town of Morehead City Board of Adjustment ("County ETJ")

Commissioner Mansfield recommended the appointment of Mr. Taylor Ricketts for a three-year alternate term.

Town of Morehead City Planning Board ("County ETJ")

Commissioner Mansfield shared that the Town of Morehead City is advertising for a position in the County ETJ and he would like to nominate Mr. Matthew Johnson once the confirmation is received of Mr. Eastman's resignation.

Commissioners approved the nominations recommended by Commissioner Mansfield.

XIIIa. PRESENTATION BY U.S. MOTO ACTION COMMITTEE *(added as amended)*

Mr. Rick Lanier shared that he is cofounder for the U.S. Motto Action Committee and this is an invitation to join the growing list of cities and counties that are voting yes to proudly and prominently display our great motto, "In God We Trust," on government buildings and on law enforcement vehicles. Mr. Lanier shared that he served as a Davidson County Commissioner from 1998-2002, at which time he led his Board of Commissioners to vote yes on placing the motto on the Davidson County Governmental Center. Soon after that, several other surrounding counties joined us in doing the same. We formed the U.S. Motto Action Committee for the sole purpose to promote patriotism by encouraging elected officials such as you to vote yes to display "In God We Trust" in and on their governmental buildings. Displaying the motto gives ceremonial honor to public occasions and it expresses confidence in our society. These words have been used on our U.S. currency since 1864; this inspiring slogan is engraved above the entrance of the U.S. Senate Chamber as well as above the Speaker's seat in the U.S. House of Representatives. On July 30, 1956 during the Eisenhower Administration, the U.S. Congress adopted, "In God We Trust" as the official national motto of the United States of America. Thus, displaying our motto is a legal right protected by the First Amendment. On November 1, 2011, the U.S. House of Representatives voted overwhelmingly, 396-9, to reaffirm "In God We Trust" as our Nation's motto. Congressman Randy Forbes of Virginia sponsored the resolution in part because people were mistakenly stating that E Pluribus Unum was our National motto. Most importantly, the resolution specifically encourages the placement of the motto in and on all governmental buildings from courtrooms to school classrooms. A recent survey shows that 87% of all Americans still support the display of our motto.

Mr. Lanier shared that this is our Nation's identity. In times of war and peace, these words have been a profound source of strength and guidance for many generations of Americans. As a grassroots, patriotic movement, the U.S. Motto Action Committee stands on solid legal ground since Davidson County, North Carolina paved the way by challenging the ACLU in a Federal lawsuit. They lost and we won. Now we have case law in our favor; we have not been challenged since then, and I'm proud to say that we have 55 out of 100 North Carolina Counties and 44 townhalls who have voted yes. 100% of the cost comes from private donations in most cases right here in the community. We never have or never will accept money from a government entity. Displaying the motto will serve as a perpetual reminder of our Godly heritage as a Country and as you know, our history is trying to be replaced. Elected officials like you are showing commitment to

the values our great Country was founded upon. I want to thank you for the opportunity to make this presentation and I want to thank you for a yes vote to move forward and putting the motto in Carteret County and let it shine like a light on the East Coast.

Chairman Smith called for any questions from Commissioners.

Commissioner Cavanaugh asked Mr. Rob Wheatly, County Attorney, if he was familiar with any of these court cases referenced; Mr. Wheatly responded that he was not. Commissioner Cavanaugh confirmed with Mr. Lanier that the basis of the court rulings was that Counties were free to put whatever they wanted on their buildings. Mr. Lanier shared that in May 2004, a U.S. District Judge dismissed the lawsuit; on May 13, 2005, the 4th Circuit Court of Appeals affirmed the Judge's Opinion; on November 14, 2005, the U.S. Supreme Court refused to hear the case; the decision of the 4th Circuit Court of Appeals became case law, reference Landmouth and Lee vs. Davidson County. Mr. Lanier responded to additional questions from Commissioner Cavanaugh regarding the lawsuit and the right to display the motto. Commissioner Cavanaugh stated that he had some concern placing signage on the outside of the building; where would the labels stop.

Commissioner Wheatly confirmed that it would be at no cost to the County and asked Mr. Lanier if he did this professionally or voluntarily. Mr. Lanier responded that he does it voluntarily, all at his expense. Commissioner Wheatly asked Mr. Lanier if any group had ever turned him down; his response was no, not after being placed on the agenda. Mr. Lanier stated that Catawba County was taking it under advisement; they wanted to wait until their new building was built.

Commissioner Comer asked where these typically would be based. Mr. Lanier stated that he presents the opportunity to put it in and on the buildings; the decision on placement would be made by the County. Mr. Lanier stated that the cost is generally in the \$3,000 range, but again, there would be no cost to the County. Mr. Lanier provided information on the signage, and shared examples of some of the signs.

County Attorney Rob Wheatly shared that he did not see any issue with placing the sign on the property, but the County could also do it on their own.

Commissioner Wheatly shared that he feels that the issue should be tabled for further discussion.

Commissioner Chadwick shared that Sheriff Buck has it on his patrol cars, and as you travel the State, you see it on many buildings. In today's society when we are trying to shove God out of our schools and various Government entities, I do not see anything wrong with placing it on the building, but also do not have an issue tabling the item. Commissioner Comer agreed.

Motion: Commissioner Comer made a motion to go forward and determine where it would be appropriate to place the Nation's Motto in the County, and then readdress whether we approve the location; seconded by Commissioner Farrington. **Motion carried unanimously.**

XIV. COMMISSIONER COMMENTS

Commissioner Cavanaugh shared that he attended the dedication of the Gold Star Monument on the Courthouse grounds yesterday; it was a beautiful, solemn dedication. The last surviving Medal of Honor winner from World War II, 97 years old, gave a very moving speech; it was so proper and very well attended. Commissioner Cavanaugh shared that that he is getting tired of folks coming forward wanting to refight the Civil War and talking about the monument. They bring up that the KKK was involved; whoever that was, that man was relegated to the dust bend of history. That monument is a little patch in the quilt that makes up Carteret County history; not all the patches on a quilt are pretty; some are spectacular; it is part of our history. As mentioned by Commissioner Mansfield, who grew up here, he did not know that we had the statue until this issue came up. As said and I reiterate, the statue is going to stay.

Commissioner Chadwick congratulated Mr. Ray Hall as employee of the month. Commissioner Chadwick provided an update on his district since the last meeting. The Harkers Island Bridge lawsuit has been settled; the Straits Fishing Pier – the poles are in and about 40% complete; as soon as they leave there, they are going to go down to Cedar Island and repair the loading dock; the Scenic Byway kiosk is being made to look better. Commissioner Chadwick shared that he was honored to attend the event for the Gold Star Family Memorial; it was very touching. Commissioner Chadwick shared that it was touching to see the families there; they gave the ultimate sacrifice. The Down East Ordinance, I believe my job here is to look out for the common man that is Down East and cannot attend these meetings. A lot of people move in; they flood these Boards and they push their agendas and a local person has not shown up for a meeting, and he is governed by a lot of extra restrictions. I believe that we should not have more Government intrusion in the lives of the average person Down East than they do in any other part of the County. The lady that spoke tonight about drugs; it is an ongoing problem. I can assure you that this Board has very well-funded our Sheriff's Office; their Operation Roundup and Operation One by One; they are knocking on doors of drug dealers and they are being arrested. This Board is very pro-law enforcement; we are taking care of business and they are fully funded as well as other programs. A lot of these decisions are tough on the Board; I grew up Down East and I want the best for our area, but when you sit on this side of the bench, you have to have a backbone and not a wishbone. I am honored to serve the citizens Down East.

Commissioner Mansfield stated that reiterating on the Gold Star Families, he would like thank Ms. Maria Myers and all of her volunteers that worked tirelessly over the last couple of years to raise the money and make this possible to honor these heroes. She is a hero to me for all the work that she has done and what she has done for all of the families. I would like to congratulate Mr. Hall as our Employee of the Month; he is always my Employee of the Month because being the IT guy, he keeps us getting all of our information. Whenever you have a problem, he gets you back up and running expediently and we are very appreciative of him every month. Commissioner Mansfield wished all the employees with a September birthday a happy birthday. Commissioner Mansfield thanked the employees for their courageous service working through the conditions of the pandemic and showing up for work every day even though he knows sometimes there

have been things that were scary. I have told people several times over the last couple of months, the only thing I know, is I don't know. I try to keep learning and this pandemic keeps changing; the numbers keep growing in a virus with no vaccine and no cure; it is really hard to stop something like that. I appreciate all those that show up and do the work; my hat goes off to them.

Commissioner Chadwick said that he would also like to mention that on the consent agenda tonight, we adopted a Resolution for October 4th being Commercial Fishing Day in memory of Commissioner Robinson.

Commissioner Wheatly shared that he felt the Board did a very good deed tonight in allowing the merger of the Davis Fire Department; it is going to show up financially well for them. Overall, it will be beneficial to all the Davis people; the next thing he would like to see this Board do, and Commissioner Chadwick and I both met with the people and spoke with them, is thinking about merging the Stacy Fire Department in with them also. They need some help there and those people who are under a 9S rating, they need some help and we need to do something similar. The Dark Sky Project was presented very well and the merits of her program are good for our County; my only hesitation was and I wanted to make it crystal clear about any lighting regulations; I did not want to allow any more lighting regulations on anyone, especially on our fishermen. One of the items that came up last month, was Commissioner Chadwick and I received a call from the Ferry Division. They were trying to solve the problem of the blockage in the channel which only allowed one ferry per day because of the depth of the water at high tide versus low tide. Hyde County could not come up with the funds for their part of the dredging to allow for the channel to be open. I do not think it has ever been done before, but our Board put the money forth for Hyde County for their part to do the dredging. We not only did it for Hyde County, but we also did it for us because that allows the ferry to go back and forth from Cedar Island, and if that would have prolonged, we could have possibly lost jobs; we were able to get that done and I was very happy to do it. Commissioner Wheatly thanked all the Commissioners to make that happen quickly. That project will be started and completed fairly soon. I was listening to Ms. Ponder's remarks about the opioids and I understand; it is a big problem, but I also wanted to say, we fund our Sheriff's Office very well. This is a problem that we spend a whole lot of our time talking about how to do this and how to do that. One of the other things that we do that people may not realize, is that we give \$380,000 per year to Trillium in Jacksonville. I do not know what kind of results we are getting from Trillium. I think we need to look into it, but we are making every effort that we can that I know of; I have heard the idea of the conversion of the Pruitt Health building once it was vacated and possibly turning that into a fulltime drug rehab center. I do not know if that is feasible. The idea, in my opinion, is a good idea if we can pull it off and if we can do it an economical fashion. I am very proud to be a Commissioner; I take my job very seriously and I do the very best I can.

Commissioner Mansfield wanted to let everyone know that Trillium is our State health provider that we participate with and give extra money to try to get more services. We have a program for counseling in the jail, and also, the work we do with Mr. Gene McLendon and Hope Mission, regarding the narcotics anonymous and with AA, and we have also taken the building next to the Health Department and have made an agreement

with them to use that to give more access to have the NA, AA and other organizations to help stop these type of things.

Commissioner Farrington wanted to recognize the employees mentioned tonight with September birthdays and thanked Mr. Hall; he does an awesome job. Commissioner Farrington wanted to speak on the statue. At our past meetings, we have heard from the public and that is great that we are hearing from the public and we are hearing views on both sides. I went through the Carteret County School System so I learned about history, but when this issue came up, I read about Fort Macon, in general. This is the consensus that I took from reading the short story about Fort Macon. This is what I have heard, that memorial is a dedication to a very young soldier. If you read the story about Fort Macon, in my opinion, I believe that it does not make a difference who was there for the dedication. They were people there – just like there were people here on Sunday – 80 years from now, someone is going to have a write-up and it is going to say that these Commissioners and our Chairman were there to speak about this new memorial for people who actually died and their families are there to represent that memorial. That was probably what happened for that memorial for that Confederate soldier. I am not going to change something that happened in that time period, because that is my thoughts and that is the way I feel. Read the story about Fort Macon, about how they got pounded, young soldiers. When I was at White Oak and went to field trips, look at the stairs where they tried to carry the cannonballs up the stairs and they dropped them because they were all too small to carry them. The big opinion tonight, is that we can never do enough for mental health and substance abuse in Carteret County. After being here for two terms, this Board has done more in Carteret County in the past three, four or five years than has been done in a long time. It has to do with the fact that this thing is getting worse; it is not getting better. It is getting worse in Carteret County because of what we talked about earlier. It is not just Down East; it is the whole County, but let me give you one example of Down East; it is dying. Look at the newspaper and read all the obituaries of those that are dying Down East; young people are dying. I ask the Board tonight that we speak about this at our next meeting. We should also have statistics on our website and in the paper – not only the COVID numbers, but also show the numbers of people dying in Carteret County from opioids and substance abuse. I want a running list of it every week. My mom volunteers at the Peer Recovery Center; she suggested it to me. It needs to be where the public can see it. Ms. Ponder came up here; we yelled and screamed up here just like she did tonight; we have cried up here. It is sad. Major Barber can tell you first hand what the problem is; it has to be stopped and the way to stop it is to make people aware of it. Another statistic, you do not have the pills from the Department of Defense in the count; how many people in Carteret County are connected directly to the Department of Defense. Maybe I am wrong, but I bet you it is high. I sit on the Trillium Board as a Commissioner, and I asked to be put on the larger Board out of Greenville. Millions of dollars are being spent and funding that we are doing through the Sheriff's Office to try to keep people from going in one door through the jail, walking out the back and starting the whole process again. We are trying to get people who are in jail to recognize that they have to take care of this issue. On their own terms, with the lawyer and with the judges, they are starting the process to get some resources to take the classes that the State pays for; this is a big deal. If we can get 20 or 30 people through that process, they are at least getting some services while they are doing their time.

These are things that we are trying to do. You would not believe the red tape that you have to go through to do it. Another problem – back to what Commissioners Chadwick and Wheatly said earlier – it was Jonathon Robinson’s dream to be smart with our money and make sure it goes directly to the people and I hope one day that we can find the right building and we could have some type of resource for the people to go to, but the extra building at the hospital is too far gone; it is too expensive to set up these detox centers. The one in Jacksonville that we really took the time to partner with other Counties or it would have never happened, is being used for Carteret County. Our Sheriff’s Office is taking them there and the emergency room folks are calling them directly and they are not having to stay in jail; they go directly there. Once they get out, the beauty is that there are not a lot of places in North Carolina for them to go for recovery. Things are happening; we are trying to do all we can, but it is never enough. One Harbor Church is doing amazing things. Hope Mission that we work with, is doing an excellent job and there are a hundred more. This Board is doing everything they can to make that happen, and it is never enough. What is so sad about it, is that there are so many families, that you do not know until they die; their families do not even know what the issues are. It is just terrible; we have to stop it. Our Sheriff and Major Barber and all the deputies in this County are the heroes. I read our local paper and I believe our deputies are second to none. They are trying to stop the process and we are trying to take those extra steps. I apologize for being long, but we are trying to do everything we can. I am up for reelection and I am not doing this for votes. I am telling you this is a great Board; they have a huge heart; they fund the schools. They do all the things that have made a lot of changes in Carteret County. I am proud to serve with every single one of these folks up here.

Commissioner Mansfield shared that the deputies have carried Narcan with them and have saved numerous lives that could have been fatalities. I agree with Commissioner Farrington, there are probably more people dying from these things than from COVID.

Commissioner Comer shared that the lady that stood up and spoke about the statue tonight, I think it was done for the right reason at the right time. My understanding is that this Church that keeps being referenced, may not have been an African-American Church originally. It was mentioned that they had sent us information on who was at the meeting and the Grand Dragon that was involved. I took the time and read his bio; what they sent us to read. He joined the Klu Klux Klan and pretty soon after joining, became an outsider because he tried to remodel the KKK to make them more transparent – he tried to get rid of the hoods. To the point that after he attended that ceremony, within the next year, they kicked him out. You paint everybody with the same brush, but if you want to go back and read the history, maybe everything is not quite as it appeared. He was there and according to his own write-up from these ladies sent us on line, it appeared that he tried to make some changes to that organization because he did not agree with all the practices. Substance abuse – everybody is talking about the end game; Ms. Ponder spoke about the end game; people are dying and they are. People are abusing these drugs; the drug rates are up. I think Commissioner Farrington said it; you do not know who they are because they hide it. For the most part, it is not blatantly in front of you. They hide it to the point that they either have to seek some kind of help through rehab, but rehab is not a big percentage of success, or they die. What is missing, or what you are forgetting, is that we took action on this as well; we need to get people from ever

reaching the point. You cannot wait until the end and catch them as they fall off the cliff. You need to get back down the road and try to get to the folks before they ever start that path. You see a lot of families destroyed over this stuff and it makes you passionate about it. We initiated a program with our schools about two years ago; the whole goal is to start with the kids when they are young and to stay in front of them the whole way to talk about substance abuse, alcohol, cigarettes, any of the bad habits that can be formed. At some point maybe, we will stop standing on the edge trying to catch people falling off. For that not to be a part of the conversation every time we talk about substance abuse, you are missing the boat. You can't keep paying for it; you can't save them all; they are never going to stop if you do not get on the other end and try to help people from ever getting there. In times past, there was a DARE Program; this program we have going now is a continuous program. I think the increase since the first of this year is an absolute byproduct of this virus and being sent home and quarantined. A lot of people do not handle idle time well; the old saying, idle hands are the devil's workshop; I think there is a reason someone said that; we have had a lot of idle hands and if this thing does not get turned around and people can get back out and being mobile and productive again, I do not think we can stop those numbers. The Sheriff works hard to take the drugs off the street every day. We have incorporated a lot of programs that were mentioned earlier to try to alter this pattern. The center in Jacksonville is not the end all, but it is certainly better than we had and we spent the time, effort and money to put it there. It is getting used for its intended purpose. On the dredging, that was a great collaboration with Hyde County. I am proud of the fact that we were in a position to go in and help with that. We funded their matching portion to get that done, but that channel is the responsibility of the Corps and we are going to them to ask for reimbursement back to the County. Commissioner Comer congratulated Mr. Hall; you do a great job and we appreciate what you do.

Chairman Smith wanted to remind everyone that we have the census going on and we have some low turnouts, which costs us money. Please take the time to fill out your census. Chairman Smith said the approximate amount the State of North Carolina is losing is \$7.4B because the census is not being completed; they have to be done by September 30th. Chairman Smith shared that the Gold Star memorial dedication was fantastic; they had it well planned. If you have not seen it, you need to look at it; it is a beautiful monument. Chairman Smith thanked staff for all that they have done, and noted that Commissioners appreciate them. Chairman Smith congratulated Mr. Hall; well deserved.

XV. CLOSED SESSION PURSUANT TO N.C.G.S. 143-318.11 FOR THE PERMITTED PURPOSE OF DISCUSSING (a) (1) APPROVAL OF THE MAY 18, 2020 AND AUGUST 17, 2020 CLOSED SESSION MINUTES, AND (a) (5) CONTRACT NEGOTIATION

Motion: Commissioner Mansfield made a motion to go into closed session pursuant to N.C.G.S. 143-318.11 for the Permitted Purpose of Discussing (a) (1) Approval of May 18, 2020 and August 17, 2020 Closed Session Minutes, and (a) (5) Contract Negotiation.

XVI. ADJOURNMENT

Motion: Commissioner Mansfield made a motion to adjourn; seconded by Commissioner Farrington. **Motion carried unanimously.**

Bill Smith, Chairman

Rachel Hammer, Clerk

- IV. Consent Agenda
 - 2. Tax Releases/Refunds/Collector's Report
 - a. Tax Releases Under \$100

Year	Rol Typ	Taxbill Number	Parc Roll	Name Id Number	Name	Total Adjustment
2020	P	106962	P	461386	LINDA B MASON	SWANSBORO 25.55
2020	P	126317	P	345063	CHARLES M JR MCDADE	EMERALD ISLE 15.00
2020	R	719988	R	373164	STEVEN LINDSEY GROGAN	71.34
2020	P	116954	P	521200	STEVEN GROGAN	BEAUFORT 77.16
2020	P	113926	P	522786	LANCE SWEENEY	NEWPORT 27.27
2020	P	125225	P	542860	JAN MCVEIGH	26.63
2020	P	124011	P	541512	CHRISTOPHER WILLIAM MITCHELL	BEAUFORT 76.77
2020	P	124011	P	541512	CHRISTOPHER WILLIAM MITCHELL	BEAUFORT 76.78
2020	P	105596	P	204310	ESTER JACOBS BARNETT	9.64
2020	P	105596	P	204310	ESTER JACOBS BARNETT	15.00
2020	R	680187	R	364084	CAPE LOOKOUT PROPERTIES LLC	15.00
2020	P	123381	P	540960	ALEXANDER WALTER JEFFREYS	PINE KNOLL SHORES 8.82
2020	P	123381	P	540960	ALEXANDER WALTER JEFFREYS	PINE KNOLL SHORES 6.41
2020	P	117310	P	528328	WENDY MICHELE STROUD	CEDAR POINT 86.38
2020	P	115256	P	525214	DELMER EUGENE LANGLEY	45.46
2020	P	126885	P	543974	CHARLES ETUX KAREN MIDTHUN	15.00-
2020	P	106844	P	457267	CASTLE GLEN LLC	NEWPORT 47.33
2020	P	106383	P	46871	CAMELLIA COURT APTS LTD PARTNS	MOREHEAD CITY 44.09
2020	P	106659	P	445134	EDENBRIDGE LLC	MOREHEAD CITY 42.15
2020	P	126527	P	133312	TROON APARTMENTS LTD	BEAUFORT 5.73
2020	P	126527	P	133312	TROON APARTMENTS LTD	BEAUFORT .00
2020	P	126527	P	133312	TROON APARTMENTS LTD	BEAUFORT .00
2020	P	126527	P	133312	TROON APARTMENTS LTD	BEAUFORT .00
2020	P	126527	P	133312	TROON APARTMENTS LTD	BEAUFORT .00
2020	P	126527	P	133312	TROON APARTMENTS LTD	BEAUFORT .00
2020	P	126527	P	133312	TROON APARTMENTS LTD	BEAUFORT .00
2020	P	126527	P	133312	TROON APARTMENTS LTD	BEAUFORT .00
2020	P	114533	P	523946	JOE KALT	BEAUFORT 3.42
2020	P	114533	P	523946	JOE KALT	EMERALD ISLE 9.32
2020	P	114533	P	523946	JOE KALT	EMERALD ISLE 15.00
2020	P	126886	P	539279	SUMNER III ETUX ANDREA PARHAM	BEAUFORT 359.60-
2020	P	125039	P	542647	BRENT PONS QUEEN	EMERALD ISLE 48.34
2020	P	113783	P	522545	WILLIAM LORD III LONDON	80.29
2020	P	113783	P	522545	WILLIAM LORD III LONDON	5.52
2020	P	105921	P	158874	MARYLEE T FRYE	CEDAR POINT 12.21
2020	P	126729	P	543890	TINA MAY	17.82
2020	P	126729	P	543890	TINA MAY	15.00
2020	P	125642	P	541830	DAVEY LEE KENNEDY	EMERALD ISLE 62.32
2020	P	126158	P	543709	JOHN MCDONALD	NEWPORT 19.32
2020	P	126158	P	543709	JOHN MCDONALD	NEWPORT 15.00
2020	P	125520	P	543081	BILLY THOMAS FUNDERBURK	BEAUFORT 19.01
2020	P	116503	P	30711	BOBBY C HILTON ETAL D/B/A	.56
2020	P	116503	P	30711	BOBBY C HILTON ETAL D/B/A	.52
2020	P	116503	P	30711	BOBBY C HILTON ETAL D/B/A	.79
2020	P	116503	P	30711	BOBBY C HILTON ETAL D/B/A	.16
2020	P	116503	P	30711	BOBBY C HILTON ETAL D/B/A	.07
2020	P	116503	P	30711	BOBBY C HILTON ETAL D/B/A	.26
2020	P	116503	P	30711	BOBBY C HILTON ETAL D/B/A	.40
2020	P	116503	P	30711	BOBBY C HILTON ETAL D/B/A	.05
2020	P	116503	P	30711	BOBBY C HILTON ETAL D/B/A	.12

Year	Rol Typ	Taxbill Number	Parc Roll	Name Id Number	Name	Total Adjustment
2020	P	116503	P	30711	BOBBY C HILTON ETAL D/B/A	.55
2020	P	116503	P	30711	BOBBY C HILTON ETAL D/B/A	.25
2020	P	116503	P	30711	BOBBY C HILTON ETAL D/B/A	.23
2020	P	116503	P	30711	BOBBY C HILTON ETAL D/B/A	3.56
2020	P	116503	P	30711	BOBBY C HILTON ETAL D/B/A	2.01
2020	P	116503	P	30711	BOBBY C HILTON ETAL D/B/A	2.07
2020	P	116503	P	30711	BOBBY C HILTON ETAL D/B/A	1.88
2020	P	116503	P	30711	BOBBY C HILTON ETAL D/B/A	.95
2020	P	116503	P	30711	BOBBY C HILTON ETAL D/B/A	4.62
2020	P	118424	P	530189	ZACHARY JAMES HUSEK NEWPORT	18.68
2019	P	86905	P	530189	ZACHARY JAMES HUSEK NEWPORT	18.15
2019	P	78778	P	500101	ZACHARY JAMES HUSEK NEWPORT	4.65
2019	P	78778	P	500101	ZACHARY JAMES HUSEK NEWPORT	24.27
2019	P	78778	P	500101	ZACHARY JAMES HUSEK NEWPORT	95.81
2018	P	203476	P	500101	ZACHARY JAMES HUSEK NEWPORT	4.45
2018	P	203476	P	500101	ZACHARY JAMES HUSEK NEWPORT	25.11
2020	P	123189	P	540727	RICKY HOLLOMAN	61.02
2020	P	121499	P	535531	EDWARD JOHN DANIELSON MOREHEAD CITY	40.34
2020	P	121499	P	535531	EDWARD JOHN DANIELSON MOREHEAD CITY	21.01
2020	P	125350	P	385178	ALYCE KAFINA KELLY	24.21
2020	P	116156	P	433097	CHRISTOPHER DWAYNE JUSTICE MOREHEAD CITY	26.72
2020	P	116156	P	433097	CHRISTOPHER DWAYNE JUSTICE MOREHEAD CITY	47.25
2020	P	123173	P	540701	FRED BARSCH MOREHEAD CITY	66.00
2020	P	123949	P	541461	PHILLIP BARRY ATKINSON EMERALD ISLE	61.15
2020	P	123361	P	540944	WILLIAM WOODARD ANDERS	28.68
2020	P	123361	P	540944	WILLIAM WOODARD ANDERS	14.64
2020	P	125310	P	392657	GORDON & GAYLE BASNIGHT	21.97
2020	P	125310	P	392657	GORDON & GAYLE BASNIGHT	15.00
2020	P	120599	P	534638	JAMES FRANKLIN TAYLOR INDIAN VALLEY	11.84
2020	P	120599	P	534638	JAMES FRANKLIN TAYLOR INDIAN VALLEY	5.42
2020	P	121392	P	535415	KYLE LOUISE GRAHAM INDIAN BEACH	59.58
2020	P	106631	P	360476	ADP LLC	.99
2020	P	106631	P	360476	ADP LLC	1.93
2020	P	106631	P	360476	ADP LLC	1.67
2020	P	113166	P	521711	CECIL A JR SIMONS ATLANTIC	32.84
2020	P	113166	P	521711	CECIL A JR SIMONS ATLANTIC	15.35
2020	P	126609	P	360476	ADP LLC	2.38
2020	P	126609	P	360476	ADP LLC	2.13
2020	P	126450	P	158833	JOHN O ETUX ANGELINE G HALL	57.81
2020	P	126450	P	158833	JOHN O ETUX ANGELINE G HALL	15.00
2020	P	125334	P	541676	TERRY JON BROWN NEWPORT	19.08
2020	P	125536	P	543094	ROBERT ETUX ANDREA LEWIS	8.18
2020	P	125536	P	543094	ROBERT ETUX ANDREA LEWIS	15.00
2020	P	110170	P	13385	RONALD DOUGLAS CANNON MOREHEAD CITY	2.57
2020	R	727296	R	500304	BARRY W ETAL ADAMS PARTLO BEAUFORT	76.17
2020	R	727317	R	532131	ADAM ROSS ETUX SARAH RANGLES BEAUFORT	72.60
2020	P	125952	P	543501	WILBUR MEADOW	4.62
2020	P	125952	P	543501	WILBUR MEADOW	15.00
2020	P	112707	P	427657	ROBERT HAROLD RUST BEAUFORT	55.90

Year	Rol Typ	Taxbill Number	Parc Roll	Name Id Number	Name	Total Adjustment
2020	P	125426	P	541168	JOEL DEAN HIGHTOWER	39.41
2020	P	114140	P	523180	BILL CHRISTIANSEN	74.10
2020	P	114140	P	523180	BILL CHRISTIANSEN	41.12
2020	P	126606	P	319942	MINNESOTA REGIS CORP DBA SMART	.42
2020	P	126606	P	319942	MINNESOTA REGIS CORP DBA SMART	.40
2020	P	126606	P	319942	MINNESOTA REGIS CORP DBA SMART	1.87
2020	P	126606	P	319942	MINNESOTA REGIS CORP DBA SMART	.04
2020	P	126606	P	319942	MINNESOTA REGIS CORP DBA SMART	7.42
2020	P	126606	P	319942	MINNESOTA REGIS CORP DBA SMART	1.07
2020	P	126606	P	319942	MINNESOTA REGIS CORP DBA SMART	1.04
2020	P	126606	P	319942	MINNESOTA REGIS CORP DBA SMART	.36
2020	P	126606	P	319942	MINNESOTA REGIS CORP DBA SMART	23.70
2020	P	126606	P	319942	MINNESOTA REGIS CORP DBA SMART	11.76
2020	P	126606	P	319942	MINNESOTA REGIS CORP DBA SMART	1.69
2020	P	126606	P	319942	MINNESOTA REGIS CORP DBA SMART	1.60
2020	P	126606	P	319942	MINNESOTA REGIS CORP DBA SMART	14.69
2020	P	111344	P	518927	EDWARD ERIC MILLS	6.28
2020	P	110173	P	517307	CURTIS G SMITH	26.29
2020	P	110173	P	517307	CURTIS G SMITH	4.27
2020	P	119463	P	22834	NELSON P ETUX CHARLENE MERCER	15.00
2020	P	105585	P	158712	JEFFREY S ETUX DANA C RIDEOUT	2.55
2020	P	116180	P	526746	JENNIFER VAN DE VOORD	95.67
2020	P	116180	P	526746	JENNIFER VAN DE VOORD	15.00
2020	P	121357	P	521829	BARNEY MCLAUGHLIN	43.66
2020	P	121357	P	521829	BARNEY MCLAUGHLIN	25.93
2020	P	109648	P	516686	ROBERT W MURDOCH	64.06
2020	P	114083	P	523072	EZDOCKSOLUTIONS.COM INC	13.10
2020	P	114083	P	523072	EZDOCKSOLUTIONS.COM INC	413.31-
2020	P	109045	P	515946	ALAN RUSSELL MURPHY	61.24
2020	P	118049	P	529736	JESSICA GRIFFIN ALEXANDER	9.00
2020	P	118049	P	529736	JESSICA GRIFFIN ALEXANDER	3.08
2020	P	123086	P	540582	BOBBY TAYLOR	5.05
2020	P	123108	P	540615	BOBBY TAYLOR	22.18
2020	P	106345	P	530749	ROBERT L JR TAYLOR	20.79
2020	P	106345	P	530749	ROBERT L JR TAYLOR	15.00
2020	P	123086	P	540582	BOBBY TAYLOR	15.00
2020	P	123108	P	540615	BOBBY TAYLOR	15.00
2020	P	113156	P	487549	TERRY MARK SMITH	25.38
2020	P	126890	P	543985	BRANDON LANDOWSKI	43.95
2020	P	126890	P	543985	BRANDON LANDOWSKI	15.00
2020	P	123619	P	541155	STEVEN BELK WIGGS	14.79
2016	P	52797	P	521918	BRIAN NEAL CLIFTON	87.84
2016	P	52797	P	521918	BRIAN NEAL CLIFTON	52.32
2020	P	113835	P	522641	EDUARDO FABIAN GRAMISCI	15.81
2020	P	113835	P	522641	EDUARDO FABIAN GRAMISCI	15.00
2020	P	119931	P	52487	DWIGHT TURNER	15.00
2020	P	126857	P	527773	PATRICK STEVEN RYAN	64.54
2020	P	126857	P	527773	PATRICK STEVEN RYAN	28.45
2020	P	117159	P	416247	CHARLES RICHARD WILLIFORD	10.68

Year	Parc Roll	Taxbill Number	Parc Roll	Name Id Number	Name	Total Adjustment	
2020	P	117159	P	416247	CHARLES RICHARD WILLIFORD	NEWPORT	10.69
2020	P	105335	P	342195	WAYNE FOWLER	INDIAN BEACH	5.38
2020	P	105335	P	342195	WAYNE FOWLER	INDIAN BEACH	15.00
2020	P	122331	P	537515	MICHEL MONNIER	MOREHEAD CITY	36.47
2020	P	113309	P	521918	BRIAN NEAL CLIFTON	CAPE CARTERET	.00
2015	P	122655	P	521918	BRIAN NEAL CLIFTON	CAPE CARTERET	86.11
2015	P	122655	P	521918	BRIAN NEAL CLIFTON	CAPE CARTERET	47.34
2020	P	113309	P	521918	BRIAN NEAL CLIFTON	CAPE CARTERET	.00
2020	P	124074	P	541566	WILLIAM BRAD SMITH	ATLANTIC BEACH	52.92
2020	R	705671	P	32873	HARVEY G ETUX BETTY KING	NEWPORT	2.67
2020	R	705671	P	32873	HARVEY G ETUX BETTY KING	NEWPORT	3.01
2019	P	72621	P	381224	PAMLICO SOUND CONSTRUCTION INC	NEWPORT	14.04
2019	P	72621	P	381224	PAMLICO SOUND CONSTRUCTION INC	NEWPORT	.85
2019	P	72621	P	381224	PAMLICO SOUND CONSTRUCTION INC	NEWPORT	1.29
2019	P	72621	P	381224	PAMLICO SOUND CONSTRUCTION INC	NEWPORT	44.50
2018	P	196708	P	381224	PAMLICO SOUND CONSTRUCTION INC	NEWPORT	39.51
2017	P	106898	P	381224	PAMLICO SOUND CONSTRUCTION INC	NEWPORT	36.21
2020	P	115812	P	461051	JOHN WILLIAM SASSER	NEWPORT	29.20
2020	P	115812	P	461051	JOHN WILLIAM SASSER	NEWPORT	15.00
2016	P	40856	P	381224	PAMLICO SOUND CONSTRUCTION INC	NEWPORT	35.97
2020	P	105809	P	381224	PAMLICO SOUND CONSTRUCTION INC	NEWPORT	40.03
2015	P	113489	P	381224	PAMLICO SOUND CONSTRUCTION INC	NEWPORT	41.47
2020	R	677525	R	247375	SHARI L PORTERFIELD	CEDAR POINT	15.00
2020	P	126021	P	543570	DIXIE NICHOLSON		8.18
2020	P	126021	P	543570	DIXIE NICHOLSON		15.00
2020	P	115615	P	526095	JAMES B MCDONALD III	MOREHEAD CITY	9.11
2020	P	115615	P	526095	JAMES B MCDONALD III	MOREHEAD CITY	13.26
2020	P	115615	P	526095	JAMES B MCDONALD III	MOREHEAD CITY	10.56
2020	P	115615	P	526095	JAMES B MCDONALD III	MOREHEAD CITY	11.49
2020	P	115615	P	526095	JAMES B MCDONALD III	MOREHEAD CITY	10.06
2020	P	115615	P	526095	JAMES B MCDONALD III	MOREHEAD CITY	8.19
2020	P	115320	P	6145	EMERALD ISLE REALTY INC		.14
2020	P	115320	P	6145	EMERALD ISLE REALTY INC		25.40
2020	P	123734	P	541264	BRIAN SCOTT SALTER	SALTER PATH	30.28
2020	P	121096	P	535087	ISAAC SCOTT SALTER	SALTER PATH	5.09
2020	P	121096	P	535087	ISAAC SCOTT SALTER	SALTER PATH	13.01
2020	P	126921	P	543997	MICHAEL GARY WYATT		78.83
2020	P	125237	P	47540	STEVE C ETUX DONNA C HULL		77.03
2020	P	112501	P	520762	LYNWOOD EARL GOFF	CAPE CARTERET	68.22
2020	P	125237	P	47540	STEVE C ETUX DONNA C HULL		75.19
2020	P	118233	P	529956	ASTOR MARION ADAMS	GREENVILLE	3.26
2020	P	125998	P	543543	JOHN ALDRIDGE		15.00
2020	P	122922	P	540316	SCOTT HODGES	SWANSBORO	14.55
2020	P	122922	P	540316	SCOTT HODGES	SWANSBORO	15.00
2020	P	124327	P	541789	ANDREW KOWALSKI	NEWPORT	19.60
2020	P	125239	P	542788	CHRISTOPHER ATKINSON		41.12
2020	P	121227	P	535231	CAREY MEREDITH III SWANN	EMERALD ISLE	21.36
2020	P	121227	P	535231	CAREY MEREDITH III SWANN	EMERALD ISLE	12.65
2020	P	123528	P	481064	THEODORE HARRIS AUSTIN	SWANSBORO	19.99

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Year	Roll Typ	Taxbill Number	Parc Roll	Name Id Number	Name	Total Adjustment
2020	P	123528	P	481064	THEODORE HARRIS AUSTIN	10.37
2020	P	121055	P	349075	NORMAN REDDEN AVERY JR	13.17
2020	P	108216	P	48845	LINWOOD H JR DAVIS	9.99
2020	P	108216	P	48845	LINWOOD H JR DAVIS	15.00
2020	P	126169	P	543720	CAROL SUMMERLIN AYCOCK	8.18
2020	P	126169	P	543720	CAROL SUMMERLIN AYCOCK	15.00
FINAL TOTALS						
TOTAL						3,720.17

* * * E N D O F R E P O R T * * *

- IV. Consent Agenda
 - 2. Tax Releases/Refunds/Collector's Report
 - b. Tax Releases Over \$100

Name Id Number	Name		Total Adjustment	Comment
18133	WILLIAM A III ETUX LUCY DEAN	MARSHALLBERG	165.00	RICHARDS SANITATION
10547	MARY G ETAL JOSEPHSON BARNUM	SMYRNA	165.00	HAS CURBSIDE PICKUP
339779	HAROLD ETUX WANDA LAMOREAUX	NEWPORT	165.00	GFL
391451	BETTY LOIS L/T WILLIS	SALTER PATH	1,059.43	FAILED TO RECEIVE ELDERLY EXEMPTION
41504	DION P ETUX PAMELA LYONS	CEDAR POINT	165.00	GFL
8886	CHARLES LYNN ETUX TAMMY GARNER	NEWPORT	165.00	GFL
9355	TONIE B ETVIR SCHELLENBERGER	NEWPORT	165.00	TRASH SERVICE / RICHARDS SANITATION
540117	GILES BRYAN L/T ARTHUR	BOGUE	221.23	ELDERLY EXEMPTION
27759	KEVIN E ETUX ROBIN PADGETT	MOREHEAD CITY	165.00	RICHARDS SANITATION
456401	JOHN ETUX PATRICIA BRONSON	BEAUFORT	165.00	RICHARDS SANITATION
478772	PATRICIA L ETAL SPRINGLE	BEAUFORT	1,846.61	FAILED TO RECEIVE ELDERLY EXEMPTION
358637	AARON B HARKER	BEAUFORT	215.78	ELDERLY EXEMPTION
35943	WILLIAM F ETUX PAULINE SMITH	MOREHEAD CITY	165.00	RICHARDS SANITATION
13378	WILLIE R ETUX VIVIAN JOHNSON	BEAUFORT	248.70	ELDERLY EXEMPTION
143835	NEL LUCILLE NOLLE	NEWPORT	281.61	ELDERLY EXEMPTION
451160	PAUL ETUX HEATHER ANN BERTRAM	NEWPORT	165.00	GFL
38276	EDWARD E ETUX NANCY SIDES	NEWPORT	226.23	ELDERLY EXEMPTION
202623	CLAYTON A ETAL KNOX BOCHNOVIC	NEWPORT	165.00	GFL
31968	SAMUEL L ETUX RUSSELL	NEWPORT	165.00	HAS CURBSIDE PICKUP
412331	ROBERT A JR ETUX CATH WILLIAMS	NEWPORT	165.00	BULKHEAD / SW CHARGE REMOVED
412331	ROBERT A JR ETUX CATH WILLIAMS	NEWPORT	138.29	INFORMAL APPEAL OFFER ACCEPTED
518123	JACK R BENNETT	NEWPORT	155.65	BOAT SALVAGED TAG OUT IN 2018
410745	TERRI LEWIS ETAL LAWRENCE	BEAUFORT	990.46	ELDERLY EXEMPTION
399268	GARRETT ETUX NANCY MICKLE	NEWPORT	165.00	TRASH SERVICE / GFL
44355	ELIZABETH ANNE BENNETT	PELETIER	165.00	TRASH SERVICE / WASTE INDUSTRIES
46100	FLORENCE LESTER	NEWPORT	258.64	ELDERLY EXEMPTION
384536	PEGGY DAVIS L/T ETAL KITTRELL	MARSHALLBERG	304.39	TO CORRECT ELDERLY EXEMPT
146860	MARTHA MOORE TRUSTEE		165.00	ON REAL ESTATE
71643	STEVEN R ETUX CHERIE L HASSI	NEWPORT	165.00	HAS CURBSIDE PICKUP
19010	REBECCA W POPLIN	HARKERS ISLAND	165.00	ON PARCEL 7335.15.52.2957000
202232	SHIRLEY OBISPO HOEFT	SWANSBORO	398.63	ELDERLY EXEMPTION
413842	EVELYN P ROEDEL	MOREHEAD CITY	165.00	RICHARDS SANITATION
463322	WILLIAM A ETUX PATRIC A THOMAS	NEWPORT	165.00	GFL
9005	JAMES METUX JOYCE T FERRELL	NEWPORT	349.68	ELDERLY EXEMPT
345063	CHARLES M JR MCDADE	EMERALD ISLE	255.00	SW DOUBLE BILLED
542519	TRACY MANN	EMERALD ISLE	271.85	LISTED IN ONSLOW CO
527986	PAMELA WILLIS BAZEMORE	MOREHEAD CITY	173.21	BOAT VALUE DID NOT REDUCE FROM 2019
457091	PAUL JACKSON JR STORY	BEAUFORT	165.00	DELETE SW
430075	W & V REAL ESTATE LLC	SWANSBORO	165.00	WASTE INDUSTRIES
439808	DONNA F L/T PINER	HARKERS ISLAND	165.00	WASTE INDUSTRIES
440918	ERIN ETVIR MICHAEL WARNER	NEWPORT	165.00	RICHARDS SANITATION
514584	WILLIAM ETUX KIMBERLY F LEHNES	SALTER PATH	165.00	GFL
164314	CHARLES W III ETUX WAND HUGHES	NEWPORT	165.00	GFL
33543	MATTHEW L ZETTL	NEWPORT	165.00	RICHARDS SANITATION
152874	PATRICK SIMMONS OHARA	MOREHEAD CITY	165.00	RICHARDS SANITATION
422360	TERESA JEAN TYLER HOSTMARK	MOREHEAD CITY	165.00	GFL
394882	TINA PROCTOR	MARSHALLBERG	165.00	RICHARDS SANITATION
541643	MERI GONNER GIBBS	MOREHEAD CITY	124.34	WRONG DIST
225295	THERISA PILGER BUNN	NEWPORT	380.53	ELDERLY EXEMPTION

Name Id Number	Name		Total Adjustment	Comment
541512	CHRISTOPHER WILLIAM MITCHELL	BEAUFORT	213.29	MILITARY
430355	TERRY D ETUX FELICIA CRABTREE	BEAUFORT	165.00	TRASH SERVICE / RICHARDS SANITATION
481601	JOHN EDWARD JR SEITTER	BEAUFORT	165.00	SW ERROR HAS TRASH PICK UP
204310	ESTER JACOBS BARNETT		165.00	DOUBLE BILLED 0537824
364084	CAPE LOOKOUT PROPERTIES LLC		150.00	SW VACANT LOT
461408	MARK J ETUX SUSAN K ZAWODNIAK	MOREHEAD CITY	165.00	RICHARDS SANITATION
419471	DOUGLAS C SMITH	BEAUFORT	165.00	RICHARDS SANITATION
139264	SCOTT ETUX LOREE IDOL	NEWPORT	165.00	DELETE SW
528328	WENDY MICHELE STROUD	CEDAR POINT	153.32	BEING BILLED IN ROWAN COUNTY
481174	SHIRLEY DRUCILLA L/T CLEMENTS	NEWPORT	165.00	WASTE INDUSTRIES
142592	SUSAN DRYDEN FOWLER	STELLA	165.00	WASTE INDUSTRIES
534074	JESSICA YVONNE RAMSDELL	NEWPORT	165.00	GFL
225851	EDDIE G ETUX MARCELLA D CLAY	NEWPORT	165.00	RICHARDS SANITATION
395200	BLUE POINT BAY APARTMENTS		105.84	STATE EXEMPT
24156	WILLIAM B JR ETUX CHALK	MOREHEAD CITY	165.00	HAS CURBSIDE PICKUP
523946	JOE KALT	EMERALD ISLE	255.00	NOT ON PARK LIST
35772	ARLETHA ETVIR RICHARDSON	BEAUFORT	165.00	RICHARDS SANITATION
532104	DIANE TARBELL ETVIR ART THIES	MOREHEAD CITY	165.00	RICHARDS SANITATION
429153	DONALD RAY ETUX SANDRA K GANN	MOREHEAD CITY	165.00	RICHARDS SANITATION
542245	CHARLES O PAYNE		370.62	DOUBLE BILLED
13924	VIRGINIA R MACHIPNESS	BEAUFORT	165.00	RICHARDS SANITATION
344990	HAROLD EDWARD ETUX HEA YATES	NEWPORT	165.00	DELETE SW
538169	PAIGE HANING	MOREHEAD CITY	165.00	DELETE SW
107269	MATTHEW ETUX JENNIFER MCCANN	NEWPORT	165.00	HAS CURBSIDE PICKUP
19254	STEVEN K ETUX PATSY WILLIS	BEAUFORT	165.00	RICHARDS SANITATION
29665	EDWARD R HOPKINS	NEWPORT	165.00	RICHARDS SANITATION
27700	MAURY ETUX JANE WOLFF	MOREHEAD CITY	165.00	RICHARDS SANITATION
109716	PHYLLIS ARTHUR SMITH	BEAUFORT	165.00	RICHARDS SANITATION
539129	JOSEPH M ETUX ERIKA JENNINGS	NEWPORT	165.00	HAS CURBSIDE PICKUP
36321	JOHN J ETUX AUDREY TR DILBATIS	MOREHEAD CITY	165.00	RICHARDS SANITATION
409524	CLIFFORD ETUX MARY L/T SANFORD	NEWPORT	165.00	RICHARDS SANITATION
403085	SHALLA ETVIR MICHAEL HEMENWAY	NEWPORT	165.00	RICHARDS SANITATION
481067	STEPHEN J ETUX ASHLE BACHELLER	NEWPORT	165.00	GFL
424254	ERIC R ETUX MEREDITH SIEGMANN	BEAUFORT	165.00	WASTE INDUSTRIES
201759	TRUST BENEFIT DEAN N HARDESTY	NEWPORT	165.00	NO POWER PER FIELD VISIT
20590	JOHN V ETUX NANCY MERRINER	BEAUFORT	165.00	NO POWER PER FIELD VISIT
487831	KENNETH HOYLE ETUX LIS LAMBETH	BEAUFORT	227.14	INFORMAL APPEAL SETTLED
305818	THOMAS M ETUX DELILAH O'LEARY	MOREHEAD CITY	179.75	SOLD PER ALVIN DEC 2019
541439	THOMAS MICHAEL O'LEARY	GLEN ALLEN	400.20	SOLD IN DEC OF 2019
437464	BONNIE L COX	EMERALD ISLE	255.00	DOUBLE BILLED ON PERSONAL PROPERTY
41801	NELDA SUE BRAXTON CREECH	MOREHEAD CITY	165.00	SW ERROR
41801	NELDA SUE BRAXTON CREECH	NEWPORT	165.00	SW ERROR
533989	BSPF FAMILY BEACH COTTAGE LLC	SALTER PATH	165.00	GFL
543905	WILL FUNDERBURK	BEAUFORT	114.66	ADJ PER OTHER BILL 0537871
8928	DALE CLEARWATER	NEWPORT	165.00	RICHARDS SANITATION
9003	JOHN J ETUX KIMBERLY KERR	MOREHEAD CITY	165.00	RICHARDS SANITATION
463150	JAMES EDWARD ETUX STACY CURRIN	NEWPORT	165.00	RICHARDS SANITATION
262955	JOHN J JR ETUX DONNA GASKILL	BEAUFORT	165.00	WASTE INDUSTRIES
3014	BRIAN N ETUX MARIA E HUCKLE	NEWPORT	165.00	RICHARDS SANITATION

Name Id Number	Name		Total Adjustment	Comment
482617	EMMA J L/T VAN DEN BERGH	BEAUFORT	165.00	RICHARDS SANITATION
394163	MARVIN ETUX GLENDA GARRETT	NEWPORT	165.00	GFL
539924	WILLIAM F III ETUX LOR GRIFFIN	SWANSBORO	165.00	TRASH PICKUP
203613	DONALD W ETUX JEANNIE W DRAKE	NEWPORT	165.00	TRASH SERVICE / WASTE INDUSTRIES
500101	ZACHARY JAMES HUSEK	NEWPORT	101.29	NOT VALID IN ALVIN
539262	ELIZABETH BOYETTE ETVIR RUEH	NEWPORT	165.00	HAS CURBSIDE PICKUP SERVICE
457645	PHILIP JAMES DIEFENBACH	NEWPORT	165.00	GFL
414602	CHRISTINE LYNN NELLER	MOREHEAD CITY	165.00	WASTE INDUSTRIES
200974	KENNETH ETUX CHERYL L/T HARRIS	MARSHALLBERG	356.46	HOUSE IS UNINHABITABLE
200974	KENNETH ETUX CHERYL L/T HARRIS	MARSHALLBERG	165.00	SW ERROR
538067	WILLIAM G II ETUX KATHY BERRY		165.00	TRASH SERVICE / GFL
14376	CHARLES J ETUX PATRIC PHILLIPS	BEAUFORT	165.00	SW ERROR
345455	DAVID A ETUX ANGELA K CHOCHOL	NEWPORT	165.00	RICHARDS SANITATION
534205	CHARLES KENNEDY		434.55	PER BILL OF SALE
339399	DEBORAH JOYCE MCCAIN	MOREHEAD CITY	165.00	SW ERROR
367386	LYDIA L/T WARREN	BEAUFORT	165.00	TAXPAYER IS IN THE NURSING HOME
468758	JOSHUA D ETAL LEFORD TAYLOR	NEWPORT	165.00	HAS CURBSIDE PICKUP
420960	EDWARD D ETUX GAY I WILLIAMS	NEWPORT	165.00	HAS CURBSIDE PICKUP
14928	ROY J ETUX DONNA SANDERS	BEAUFORT	165.00	WASTE REMOVAL
67035	TRAVIS PAUL SMITH	CEDAR ISLAND	544.81	ELDERLY EXEMPT
429235	DAVID H RIDGWAY		165.00	BOAT SLIP
360581	WILLIAM P ETUX TERESA SULLIVAN	BEAUFORT	165.00	DELETE SW
8476	DAVID WAYNE WHITLOW	NEWPORT	165.00	GFL
26348	CAS MICHAEL ETUX PATRICE CADER	BEAUFORT	165.00	RICHARDS SANITATION
67818	JOHN C ETUX ASHLEY B CLARK	MOREHEAD CITY	165.00	RICHARDS SANITATION
146824	CYNTHIA A WORTHAM	HARKERS ISLAND	165.00	RICHARDS SANITATION
53823	JAY D ETUX NARDA R MEGGISON	MOREHEAD CITY	165.00	TRASH SERVICE / RICHARDS SANITATION
41092	PAUL M ETUX SUSAN E FITZGERALD	NEWPORT	165.00	RICHARDS SANITATION
158833	JOHN O ETUX ANGELINE G HALL		150.00	SW ERROR ON A BOAT
537224	GERALD LANHAM	BEAUFORT	165.00	GFL
396375	ROGER P GARDNER	MOREHEAD CITY	165.00	RICHARDS SANITATION
412397	DAVID S ETUX SALLY J WALCZAK	NEWPORT	165.00	GFL
24542	JOHN D/B/A POAG	MOREHEAD CITY	158.81	ONGOING STORM DAMAGE
410861	JOHN H ETUX DIANE S ETAL POAG	ATLANTIC BEACH	387.62	ONGOING STROM DAMAGE
1958	JOHN H POAG	MOREHEAD CITY	248.83	ONGOING STROM DAMAGE
541676	TERRY JON BROWN	CAPE CARTERET	157.03	DOUBLE BILLED 0537671
430096	LINDA M ETAL HOOKS HOOKS	NEWPORT	165.00	SW ERROR
211097	BENJAMIN CALVIN CANNON	BEAUFORT	271.41	ELDERLY EXEMPTION
211097	BENJAMIN CALVIN CANNON	BEAUFORT	165.00	NO ONE LIVING AT THE HOUSE
523172	CURTIS HICKMAN		445.50	BOAT IS TARGET CITY INVENTORY
9404	THOMAS CORMACK SMITH	NEWPORT	165.00	SW ERROR
496339	JEREMY C ETUX SARA B JACKSON	BEAUFORT	165.00	HAS CURBSIDE PICKUP
411016	LINDA H RAY	MOREHEAD CITY	165.00	HAS CURBSIDE PICKUP
8550	MICHAEL V DIGIULIO	NEWPORT	165.00	HAS CURBSIDE PICKUP
541175	VICTORIA ANN WARD	BEAUFORT	119.85	ADJ VLU PER BILL OF SALE
432506	CLARK ALAN ETUX MARYANN PATTON	BEAUFORT	165.00	SW ERROR
536728	WILLIAM K ETUX JUDITH L/T MANN	NEWPORT	165.00	HAS CURBSIDE PICKUP
532131	ADAM ROSS ETUX SARAH RANGLES	BEAUFORT	339.49	ADJUSTMENT MADE AFTER BILLING
532131	ADAM ROSS ETUX SARAH RANGLES	BEAUFORT	277.92	ADJUSTMENT MADE AFTER BILLING

Name Id Number	Name		Total Adjustment	Comment
419470	BRADFORD H ETUX DONNA PINER	BEAUFORT	900.86	ADJUSTMENT MADE AFTER BILLING
419470	BRADFORD H ETUX DONNA PINER	BEAUFORT	182.56	ADJUSTMENT MADE AFTER BILLING
96996	GARY LEE ETUX DEBRA W DUDLEY	NEWPORT	165.00	DELETE SW
6979	GARY F ETUX CARMEN WAKEMAN	NEWPORT	165.00	DELETE SW
367627	EDMUND R ETUX LENNA P EASTER	MOREHEAD CITY	165.00	DELETE SW
26508	BALLOU & SONS INC	MOREHEAD CITY	165.00	DELETE SW
106641	EDWIN JR ETAL DORIS TR OGLESBY	MOREHEAD CITY	165.00	SW ERROR HAS TRASH PICK UP
31070	YVONNE G CLEVE	NEWPORT	165.00	DELETE SW
52947	BELMA R TUNSTALL		165.00	DELETE ONE SW
52947	BELMA R TUNSTALL		165.00	DELETE SW
146275	FRANCES WILSON L/T BOYD	NEWPORT	165.00	SW ERROR
24007	MILTON R ETUX CHERRY TRIPP	MOREHEAD CITY	165.00	SW ERROR HAS TRASH PICK UP
464873	TERESINA EMILIA TRUST FONTANA	NEWPORT	165.00	TRASH SERVICE / GFL
367500	MARK S ETUX ANN FORSHAG	HARKERS ISLAND	165.00	SW ERROR HAS TRASH PICK UP
466937	PHILIP GEORGE CLEGG		1,128.60	BOAT DOUBLE BILLED ALSO ON 0038117
538652	JOEL ETUX CINDY HIGHTOWER	BEAUFORT	422.66	WRONG DISTRICT ALSO ON PN 0537771
394982	ROBERT O JR ETUX STICKNEY	NEWPORT	165.00	GFL TRASH PICKUP
163564	LAURENCE P ETUX TERESA VETTER	MOREHEAD CITY	165.00	GFL TRASH PICKUP
24094	DON F ETUX CAROL M WEEKS	MOREHEAD CITY	165.00	GFL TRASH PICKUP
350727	LEONE A L/T FISHER	BEAUFORT	165.00	WASTE INDUSTRIES
203444	MARGARET NELSEN HARKER	MOREHEAD CITY	165.00	GFL TRASH PICKUP
358642	DANIEL JR ETUX FAYE HARPER	SMYRNA	165.00	VACANT W/XFOB (PIER)
441083	VIRGINIA T BENNETT	MOREHEAD CITY	165.00	RICHARDS SANITATION
539960	JAMES DARYL ETUX MARY RADFORD	MOREHEAD CITY	165.00	GFL TRASH PICKUP
99037	KELLY RAE DURHAM	BOGUE	165.00	GFL TRASH PICKUP
32666	GARY ANDREW ETUX GAIL ZAJAC	NEWPORT	165.00	GFL
492728	THOMAS J ETUX DEBRA L HOWELL	GLOUCESTER	165.00	GFL
305653	WILLIAM K ETUX SHARON MATHESON	SWANSBORO	165.00	GFL TRASH PICKUP
536175	GARY SCHRADER		425.00	HAILING PORT MARYLAND
504614	JAMES EDWARD VAUGHN	MOREHEAD CITY	165.00	GFL
500151	RACHEL BROOKE ETVIR JR LANGLEY	NEWPORT	165.00	TRASH PICKUP
413669	SUZANNE LYNN DEITH CONNER	SWANSBORO	165.00	TRASH PICKUP
359556	MARTY L ETUX LAVONNE E STONE	MOREHEAD CITY	165.00	TRASH PICKUP
121859	CHARLES E ETUX SYLV L/T GARNER	NEWPORT	165.00	GFL TRASH PICKUP
373834	TOBIN II ETUX MICHELLE FINIZIO	NEWPORT	165.00	GFL TRASH PICKUP
78019	DAVID A ETUX AMANDA JONES BELL	MOREHEAD CITY	165.00	RICHARDS SANITATION
148659	AMANDA CELESTE JONES	NEWPORT	165.00	RICHARDS SANITATION/WASTE INDUSTRIES
515025	TIMOTHY G ETUX MARGETTE POTTER	HARKERS ISLAND	165.00	RICHARDS SANITATION
391579	DELFINO T ETUX LUPE ANGUIANO	STELLA	165.00	GFL
398124	ROBERT S ETUX THERESA HOBGOOD	BEAUFORT	165.00	HAS CURBSIDE PICKUP
493207	NEVA DAIL L/T BRIDGES	BEAUFORT	224.84	FAILED TO RECEIVE ELDERLY EXEMPT
541616	TY INC	NEWPORT	110.28	MOTOR INCLUDED WITH BOAT VALUE
248863	DANIEL EBEN HULT	CEDAR POINT	165.00	SW ERROR
532217	CHRISTOPHER L ETUX JO MATTHEWS	BEAUFORT	165.00	TRASH SERVICE / GFL
509885	JEAN F SMITH	MOREHEAD CITY	165.00	RICHARDS SANITATION
478508	NANCY ANDERSON MARSTEN	NEWPORT	524.54	ELDERLY EXEMPTION
201529	JOSEPH K ETAL SIEGFRIED CRAIG	BEAUFORT	165.00	WASTE REMOVAL
532757	DOM J ETUX LISA M PHILLIMEANO	NEWPORT	165.00	GFL
1272	CHARLES W JR ETUX JERRI OEHLER	NEWPORT	165.00	RICHARDS SANITATION

Name Id Number	Name		Total Adjustment	Comment
350762	JUNE JACKSON HARRIS	NEWPORT	165.00	GFL
13984	RALPH L JR THOMAS	BEAUFORT	165.00	RICHARDS SANITATION
58807	DIANE LUSK	SWANSBORO	165.00	GFL
11611	MICHAEL RAY MERRELL	BEAUFORT	165.00	DELETE SW
38868	JULIUS D CORBETT	NEWPORT	165.00	DELETE SW
8727	MARIE JOYCE VOLKMAN	NEWPORT	165.00	TRASH SERVICE / WASTE INDUSTRIES
402815	NAUTILUS HOLDINGS LLC	BEAUFORT	165.00	GFL
381764	DONNIE ALLEN ETUX CONNIE EASON	NEWPORT	165.00	GFL
538116	PAUL WOLF		242.16	CHANGED VALUE PER LORI
230819	ROBERT I ETUX CYNTHIA LEE		165.00	SW ERROR HAS PICK-UP
310777	ANTHONY D ETUX LISA G MILICIA	MOREHEAD CITY	165.00	DELETE SW
32300	RICHARD J JR KANUCK	NEWPORT	165.00	GFL
6000	DALE RHODA MCANDREWS	MOREHEAD CITY	165.00	DELETE SW
348323	SOUNDSIDE PROPERTIES LLC	CEDAR POINT	165.00	SW DOUBLE BILLED
348323	SOUNDSIDE PROPERTIES LLC	CEDAR POINT	165.00	SW ERROR
47217	IAN M ETUX HEATHER M WATERS	NEWPORT	165.00	GFL
483483	MATTHEW S ETUX SARAH SAVARESE	NEWPORT	165.00	HAS CURBSIDE PICKUP SERVICE
529237	DALE JEAN ETAL BUFFALOE DRIVER	NEWPORT	165.00	GFL TRASH PICKUP
415154	MICHAEL K ETUX CHARLOTTE H ORR	MOREHEAD CITY	165.00	GFL TRASH PICKUP
414	JOAN PARKER PENDERGRASS	SALTER PATH	165.00	GFL TRASH PICKUP
59453	ANN MARIE ETAL CHARETTE	GLOUCESTER	165.00	GFL TRASH PICKUP
448804	JOHN J ETAL CAROLYN TR JOHNSON	EMERALD ISLE	255.00	PER EMERALD ISLE
541662	STEPHEN CHRISTOPHER GOLDEN	CAPE CARTERET	236.08	CASPER'S MARINA IN ONSLOW CTY
541662	STEPHEN CHRISTOPHER GOLDEN	CAPE CARTERET	120.75	CASPER'S MARINA IN ONSLOW CTY
73136	JEFFERY G ETUX TERESA K BREWER	SWANSBORO	165.00	GFL TRASH PICKUP
533575	ROBERT ETUX MARY REYNOLDS	BEAUFORT	165.00	DELETE SW
30535	DANIEL G ETUX REGINA FISCHLER	MOREHEAD CITY	165.00	GFL TRASH PICKUP
521918	BRIAN NEAL CLIFTON	CAPE CARTERET	164.37	MILITARY
58982	SARAH JESSICA SHULTZ	NEWPORT	165.00	SW ERROR HAS TRASH PICK UP
30523	PAUL T NOLIN	MOREHEAD CITY	165.00	RICHARDS SANITATION
472536	CHARLES A ETUX AMY M COPPA	NEWPORT	165.00	WASTE INDUSTRIES
28865	RICHARD A JR ETUX ACKERLEY	NEWPORT	165.00	GFL TRASH PICKUP
13959	JAMES M LEWIS	BEAUFORT	165.00	HAS CURBSIDE PICKUP
522641	EDUARDO FABIAN GRAMISCI	EMERALD ISLE	255.00	MH SOLD IN 2019
379635	ALESIA F SANDERSON	EMERALD ISLE	255.00	PER TOWN OF EMERALD ISLE
469707	MARLENE G RHUE	BEAUFORT	261.01	FAILED TO RECEIVE AGE EXEMPTION
356728	CARL A II ZUNDELL	NEWPORT	165.00	WASTE REMOVAL
339175	LEONARD E ETUX CONNIE MATHIEWS	NEWPORT	165.00	WASTE REMOVAL
333096	MYRNA M ETAL DONOVAN RUSSELL	BEAUFORT	165.00	WASTE REMOVAL
43325	STEVEN CLINTON DONALD MURDOCH	NEWPORT	165.00	RICHARDS SANITATION
539709	CHRISTINE R L/T MITCHELL	NEWPORT	224.05	ELDERLY EXEMPTION
539709	CHRISTINE R L/T MITCHELL	NEWPORT	195.35	ELDERLY EXEMPT
510089	JOSE ANTONIO ETUX BREANN ACERO	NEWPORT	165.00	HAS CURBSIDE PICKUP
539277	ROBERT JOHN ETUX DAHLI BUCKLEY	HARKERS ISLAND	165.00	VACANT LAND
539277	ROBERT JOHN ETUX DAHLI BUCKLEY	HARKERS ISLAND	165.00	VACANT LAND PER CAMA
24287	ROBERT D MERCER	MOREHEAD CITY	165.00	TRASH PICKUP
502910	DONALD J BOGGS	SWANSBORO	165.00	TRASH PICKUP
520897	DAVID LAUTARES	BEAUFORT	118.73	REGISTERED IN GEORGIA
121663	MOLLY ELIZ ETAL TUCKER FALLIN	BEAUFORT	546.61	ELDERLY EXEMPTION

Name Id Number	Name		Total Adjustment	Comment
494282	BHAVYESH A ETAL RAJVI B SHAH	NEWPORT	165.00	SW ERROR HAS TRASH PICK UP
82156	DON CARL ETUX GRETA JO PAITH	NEWPORT	165.00	SW ERROR
147152	GENE CLAYTON L/T MASON	BEAUFORT	165.00	SW ERROR HAS TRASH PICK UP
46623	MARY ANN SANFORD	NEWPORT	165.00	SW ERROR
494323	MARY ANN L/T SANFORD	NEWPORT	165.00	SW ERROR
484261	THOMAS J ETAL ALEXIA MCDONALD	NEWPORT	165.00	SW ERROR
115139	EMMA WARREN MILLER	NEWPORT	165.00	SW ERROR
337271	JAMES JR MCCLENNY	NEWPORT	165.00	GFL TRASH PICKUP
367362	ROBERT A ETUX MARY BARBER	MOREHEAD CITY	165.00	RICHARDS SANITATION
85825	BRANDON ETUX KATHRYN THORNTON	HARKERS ISLAND	165.00	WASTE INDUSTRIES
391343	WILLIAM D ETUX JANE F ALLEN	SWANSBORO	165.00	GFL
125366	ADAM ETUX KAREN BIRK	MOREHEAD CITY	165.00	GFL
230648	HELEN MOORE CASEY	NEWPORT	165.00	GFL
537340	MATTHEW ETUX SARA E MAUN	NEWPORT	165.00	GFL
296613	EDITH PRESTON ETAL HOFFMANN	NEWPORT	165.00	GFL
28097	DONN M BUCK	MOREHEAD CITY	165.00	RICHARDS SANITATION
536052	TERRI ELLEN GRANT SPENCE	HARKERS ISLAND	165.00	GFL
14838	FRANCIS A ETAL TROELEMANN HILL	BEAUFORT	165.00	RICHARDS SANITATION
262795	RUTH M ROBERTS	MOREHEAD CITY	165.00	RICHARDS SANITATION
422876	MILDRED M L/T BEACHAM	BEAUFORT	165.00	RICHARDS SANITATION
52487	DWIGHT TURNER	NEWPORT	165.00	GFL
540713	JACK ROWLAND HERBERT		850.00	HAILING PORT NOT IN CARTERET CTY
494282	BHAVYESH A ETAL RAJVI B SHAH	NEWPORT	165.00	SW ERROR HAS PICK UP
387860	WILLIAM C III ETUX LORNA KAHLE	SWANSBORO	165.00	TRASH SERVICE / GFL
404306	ERNEST L III ETUX SYLVIVANT	NEWPORT	165.00	RICHARDS SANITATION
532119	BARBARA A RICHARDS	NEWPORT	165.00	GFL TRASH PICKUP
533327	HOWARD W ETUX RUTH L/T CREECH	EMERALD ISLE	580.24	ELDERLY EXEMPTION
541566	WILLIAM BRAD SMITH	ATLANTIC BEACH	113.67	BOAT BILLED IN WRONG DISTRICT
539520	BRENDA ETAL PATTERSON AMSDEN	MOREHEAD CITY	165.00	RICHARDS SANITATION
44727	DAVID JR ETUX KIMBER R MURDOCH	NEWPORT	165.00	GFL TRASH PICKUP
381224	PAMLICO SOUND CONSTRUCTION INC	NEWPORT	152.37	PER AUDIT
381224	PAMLICO SOUND CONSTRUCTION INC	NEWPORT	147.39	PER AUDIT
369300	MICHAEL PAUL GRANGER	NEWPORT	165.00	GFL TRASH PICKUP
31984	EDWARD S III ETUX CYNTHI LEWIS	BEAUFORT	165.00	RICHARDS SANITATION
461051	JOHN WILLIAM SASSER	NEWPORT	255.00	WRONG DIST
512640	HUU VINH ETUX DANG LE Q NGUYEN	MOREHEAD CITY	165.00	GFL
534107	JOHN Q ETUX SANDY MURPHY BROWN	NEWPORT	165.00	GFL TRASH PICKUP
399619	DOUGLAS H ETUX SUE A LEWIS	MOREHEAD CITY	165.00	RICHARDS SANITATION
72397	ASHLEY HOLLAND DOZIER	BEAUFORT	165.00	DELETE SW
464550	KATHLEEN HANING L/T GASKILL	ATLANTIC	164.96	ELDERLY EXEMPTION
388005	JOHN B ETUX CATHERINE N BLUM	NEWPORT	165.00	RICHARDS SANITATION
459272	MACDADDY'S LLC	CAPE CARTERET	115.67	PER AUDIT
459272	MACDADDY'S LLC	CAPE CARTERET	185.26	PER AUDIT
105361	KATHY MCCLENNY HINES	CEDAR POINT	165.00	NO ELECTRIC SERVICE AT PARCEL
8549	WILLIAM G ETUX GLORIA JULIAN	NEWPORT	165.00	GFL
380176	XAVIER ETUX ROCIO BASURTO	BEAUFORT	165.00	DELETE SW
33094	DUANE N HARTLEY	MOREHEAD CITY	165.00	SW DELETE
247375	SHARI L PORTERFIELD	CEDAR POINT	1,282.82	BILLED IN THE WRONG DISTRICT
392791	BRUCE W ETUX SANDRA HISLEY	BEAUFORT	165.00	DELETE SW

Name Id Number	Name		Total Adjustment	Comment
9897	GARY N SR ETUX MIRA SWAIN	CEDAR POINT	165.00	TRASH SERVICE / GFL
365996	KAY CHADWICK		1,074.11	ELDERLY EXEMPT FROM AUDIT
533154	ALBERT III ETAL SMITH SIMPSON	MOREHEAD CITY	165.00	HAS CURBSIDE PICKUP
537953	PATTI M ETAL MILLER MARRARO	NEWPORT	165.00	SW ERROR
434895	RANDALL L ETUX LUANN R CORNER	NEWPORT	165.00	GFL TRASH PICKUP
533611	RYAN MICHAEL ETUX LEA WALSH	NEWPORT	165.00	WASTE INDUSTRIES
127071	COREY ALAN ETUX XU LI JACOBS	GLOUCESTER	165.00	SOLID WASTE ERROR HAS TRASH PICK UP
432601	CHARLES ETUX MELISSA ZWERLING		132.23	BOAT SANK IN 2019
417338	DUONG ETAL THU DANG LE	MOREHEAD CITY	165.00	GFL TRASH PICKUP
154010	JOYCE O ETVIR STAFFORD WITT	MOREHEAD CITY	165.00	TRASH PICKUP
362658	ROBERT W ETUX NANCY A VANDOREN	NEWPORT	165.00	TRASH PICKUP
535571	DONNA REED QUESTELL	BEAUFORT	1,577.05	DIDN'T BUY BOAT UNTIL 1/24/2020
543543	JOHN ALDRIDGE		111.50	DLB LISTED ON P# 0019267
1958	JOHN H POAG	MOREHEAD CITY	165.00	SW ERROR HAS PICK UP
541789	ANDREW KOWALSKI	NEWPORT	498.30	WRG DISTRICT BILLED ON NEW 0539016
333294	EDWARDTHOMAS JR ETAL LEE SMITH	BOGUE	165.00	GFL TRASH PICKUP
18593	BILLY J TAYLOR	HARKERS ISLAND	165.00	RICHARDS SANITATION
248758	BILLY J ETUX PATRICIA TAYLOR	HARKERS ISLAND	165.00	RICHARDS SANITATION
24155	FREDERICK A III ODELL	MOREHEAD CITY	165.00	SW ERROR
299855	JOHN R ETUX KATHLEEN D DUDA	MOREHEAD CITY	165.00	RICHARDS SANITATION
9113	JAMES T ETUX SHARON L FOOTE	NEWPORT	165.00	GFL TRASH PICKUP
441086	SUE RAYNOR BEASLEY	STELLA	165.00	GFL TRASH PICKUP
15084	WILLIAM H JONES	NEWPORT	165.00	GFL TRASH PICKUP
85557	SHAUN ETUX AMY CONAWAY SHORT	SWANSBORO	165.00	GFL TRASH PICKUP
48845	LINWOOD H JR DAVIS	EMERALD ISLE	255.00	DELETE SW
FINAL TOTALS				
TOTAL			68,042.67	

* * * END OF REPORT * * *

- IV. Consent Agenda
 - 2. Tax Releases/Refunds/Collector's Report
 - c. Tax Refunds Under \$100

10/01/20 14:05:19

Refunds to be Issued by Finance Office - \$100.00 and Under

Remit To:	Address	City	St Zip Code	TransNo	Reference
Refund					
BAKER, DONNIE ETUX CARLA	6393 APPLEWHITE RD Overpayment Check #6171	WENDELL	NC 27591	2285865	2020 P 0536604
32.80					
BALDWIN, MARY ANN	3510 COUNTRY CLUB ROAD PAID BY STURGIS 8/10/2020	MOREHEAD CITY	NC 28557	0	2020 P 0051254
45.53					
BB DUNN LLC	202 GLENN ABBEY DR OVERPAYMENT MASSPAY	MOREHEAD CITY	NC 28557	2287767	2020 R 6376.16.73.5956000
92.36					
BOARD OF TTEES OF N. CAROLIN	416 LIVE OAK ST OVER PAYMENT CHECK 6867	BEAUFORT	NC 28516	2287811	2020 R 5375.04.72.1945000
87.67					
BRAZELTON, THOMAS WESLEY	725 MILL POINT LN OVERPAYMENT STURGIS	MOREHEAD CITY	NC 28557	2288753	2020 P 0025281
2.54					
BRAZELTON, THOMAS WESLEY	725 MILL POINT LN OVERPAYMENT STURGIS	MOREHEAD CITY	NC 28557	0	2019 P 0025281
10.18					
BRYANT, VICTOR JR ETUX FRANCE	21 OLD OAK COURT OVERPAYMENT CHECK 0031270373	DURHAM	NC 277055644	2288251	2019 R 6355.19.60.9925000
35.37					
BUDGET, WILLIE JR ETAL	1310 FISHER ST OVERPAYMENT CHECK 529	MOREHEAD CITY	NC 28557	2289987	2020 R 7309.02.96.6370000
8.82					
CARDTRONICS USA INC	1235 NORTH LOOP WEST SUITE 205 OVERPAYMENT MASSPAY	HOUSTON	TX 770084701	2283533	2020 P 0021478
12.60					
DEANS, TIMOTHY	240 VINSON RD OVERPAYMENT MASSPAY	GOLDSBORO	NC 27534	2287095	2020 P 0039656
8.66					
DEBRA WHALEY ATTORNEY AT LAW	301 COMMERCE AVE STE 102 OVERPAYMENT CHECK 94671	MOREHEAD CITY	NC 28557	2284910	2020 R 6348.05.09.3777000
30.00					
DRAUGHON, JAMES ETUX BARBARA	103 WHITE OAK BLUFF OVERPAYMENT MASSPAY	STELLA	NC 28582	2287097	2020 R 5367.03.42.7332000
38.00					
EISENZIMMER, CHRISTOPHER L	5934 GREENVILLE LOOP ROAD OVERPAYMENT STURGIS	WILMINGTON	NC 284092321	2289365	2020 P 0531163
1.44					
FRYE, LEE	901 HWY . 58 LOT #10 OVER PAYMENT CHECK 2848	CEDAR POINT	NC 28584	2285507	2020 P 0008400
12.21					
GRAHAM, RONALD D	1200 N 20TH ST LOT 69 OVERPAYMENT MASSPAY	MOREHEAD CITY	NC 28557	2287762	2020 P 0037875
8.96					
HARL, MATTIE I L/T	983 MILL CREEK ROAD OVERPAYMENT MASSPAY	NEWPORT	NC 28570	2284166	2020 P 0042205
10.00					
HARVICK, ANDREW RAY	1016 MIZELLE LANE OVERPAYMENT DEBT SETOFF	RALEIGH	NC 27614	2288469	2020 P 0042048
35.91					
HAWRYSCHUK, DANIEL ROMAN JR	100 CEDAR ST OVERPAYMENT CHECK 0000985129	BEAUFORT	NC 28516	2290042	2020 P 0533540
78.36					

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Refunds to be Issued by Finance Office - \$100.00 and Under

Remit To:	Address	City	St	Zip Code	TransNo	Reference
	Refund					
HILL, ERIC S	121 MORRIS DR OVERPAYMENT CHECK 5301873762	ATLANTIC	NC	28511	2291542	2020 R 7481.02.59.7299000
HUGHES, STEPHEN W ETUX KELLY	1495 MANAKIN ROAD OVERPAYMENT CHECK 3180	MANAKIN SABOT	VA	23103	2286693	2020 R 7325.11.56.8727000
KING, WANDA MAE	100 PATES DRIVE OVERPAYMENT CHECK 5830	FORT WASHINGTON	MD	20744	2291738	2020 R 7481.02.59.9471000
LERETA TAX SER/ATTN REFUND	901 CORPORATE CENTER DR PAID ABOVE PARCEL IN ERROR	POMONA	CA	91768	0	2019 R 730902973474000
LOGUE, CRAIG FRANCIS	114 BROOKSIDE CT S OVERPAYMENT CHECK # 7266	SWANSBORO	NC	28584	2286563	2020 P 0536028
MCCABE, ROBERT A ETUX HELEN	L 114 CORE CREEK COURT OVERPAYMENT CHECK 4736	BEAUFORT	NC	28516	2290834	2020 R 6399.01.48.8327000
MCNEILL, ANN MEEKS	601 PELETIER LOOP RD UT D25 OVERPAYMENT CK 356	SWANSBORO	NC	285847508	2290618	2020 R 5367.04.92.3452000
MCQUEEN, DANNY ETAL AARON BAK	4426 ARENDELL STREET OVERPAYMENT CHECK 1018	MOREHEAD CITY	NC	285572785	2282674	2020 R 7306.18.21.9077001
MINNESOTA REGIS CORP DBA SMA	7201 METRO BLVD BUSINESS CLOSED 2019	MINNEAPOLIS	MN	55439	2289763	2020 P 9070216
PAMLICO SOUND CONSTRUCTION	I 313 GALES CREEK RD CTS AUDIT	NEWPORT	NC	28570	2291719	2015 P 0007479
PAMLICO SOUND CONSTRUCTION	I 313 GALES CREEK RD CTS AUDIT	NEWPORT	NC	28570	2291720	2016 P 0007479
PAMLICO SOUND CONSTRUCTION	I 313 GALES CREEK RD CTS AUDIT	NEWPORT	NC	28570	2291721	2017 P 0007479
PAMLICO SOUND CONSTRUCTION	I 313 GALES CREEK RD CTS AUDIT	NEWPORT	NC	28570	2291722	2018 P 0007479
RICHARDS, BARBARA A	107 PILOTS COURT S/W ADJUSTMENT	NEWPORT	NC	28570	2291726	2020 R 6305.02.97.4655000
ROGERS, STEPHEN ETUX JUDITH	M 7205 NORTH RIDGE DR OVERPAYMENT DEBT SETOFF	RALEIGH	NC	27615	2288470	2011 P 0018366
SCOTT, SANDRA GILGO ETAL TAYL	114 MULLENS DRIVE OVERPAYMENT MASSPAY	HARKERS ISLAND	NC	28531	2283522	2020 R 7325.12.95.7217000
SMITH, REBECCA HATHCOCK	127 SEA SHELL LN OVERPAYMENT CHECK 5234	SALTER PATH	NC	28512	2288101	2020 P 0538921
SMITH, STEPHEN	714 SEASHORE DR OVERPAYMENT CHECK # 1421	ATLANTIC	NC	28511	2286577	2020 R 7492.19.50.0272000

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Refunds to be Issued by Finance Office - \$100.00 and Under

Remit To:	Address	City	St Zip Code	TransNo	Reference
	Refund				
SPECTRUM INVESTMENT GROUP	515 ATLANTIC BCH CAUSWAY	ATLANTIC BEACH	NC 28512	2287816	2020 R 6375.12.96.6159000
10.00	OVERPAYMENT CHECK 25218				
TERRI M ACKERLY	1619 HIGHWAY 24	NEWPORT	NC 28570	2290799	2020 R 6336.04.64.9331000
48.75	OVERPAYMENT CK 0000986872				
TESTA,MICHAEL PAUL	37 ST SIMONS DR	BLUFFTON	SC 299107144	2289783	2020 P 0535213
68.00	OVERPAYMENT CHECK 0048063188				
TIMIOS INC	5716 CORSA AVENUE STE 102	WESTLAKE VILLAGE	CA 91362	2289864	2020 R 6355.14.44.9114000
77.79	OVERPAYMENT CHECK 9702				
TIMIOS,INC	5716 CORSA AVENUE SUITE 102	WESTLAKE VILLAGE	CA 91362	2291425	2020 R 6378.02.96.9409000
19.61	OVERPAYMENT CK 75301				
W MACK RICE PA	197 US HWY 70 W	HAVELOCK	NC 28532	2291564	2020 R 7308.01.07.1859000
14.64	OVERPAYMENT CHECK 75533				
WHITE, RONALD LEE	101 ROANOKE AVE	MOREHEAD CITY	NC 28557	0	2020 P 0025548
5.47	BOAT SOLD 2019				
	FINAL TOTALS				
	TOTAL 1,378.55				

* * * E N D O F R E P O R T * * *

- IV. Consent Agenda
 - 2. Tax Releases/Refunds/Collector's Report
 - d. Tax Refunds Over \$100

10/01/20 00:30:00

Refunds to be Issued by Finance Office - Over \$100.00

PAGE

Remit To:	Address	City	St	Zip Code	Reference
Refund					
AFFILIATED MORTGAGE 2,495.93	100 N. CHURCH STREET OVER PAYMENT CHECK 10082309	ROCKY MOUNT	NC	27802	2020 R 5394.17.00.1639
ANDREW M. ADAMS P.A. 263.33	129 WEST TRADE ST SUITE 152 OVERPAYMENT CK 11592198	CHARLOTTE	NC	28202	2020 R 6366.15.73.4856
ANDRUS,MAXTON 149.60	162 HAMMOCKS LANDING RD PAID TWICE	NEWPORT	NC	28570	2020 R 63780471722000
BARNUM, MARY G ETAL 165.00	JOSEPHSON 33 MAPLE STREET S/W ADJUSTMENT	BELCHERTOWN	MA	01007	2020 R 7347.04.70.2026
BENNETT, VIRGINIA T 105.00	1711 RIVER DRIVE OVERPAYMENT CK 7671	MOREHEAD CITY	NC	28557	2020 R 6377.20.81.2428
BRADLEY, R JAY 597.11	4717 TRENT WOODS DRIVE OVERPAYMENT MASSPAY	NEW BERN	NC	28562	2020 P 0049310
CARTERET COUNTY TAX OFFICE 3,165.08	302 COURTHOUSE SQUARE ALREADY PAID MASSPAY	BEAUFORT	NC	28516	R 5373.15.53.8719000
DEBRA WHALEY ATTORNEY AT LAW 106.40	301 COMMERCE AVE STE 102 OVERPAYMENT CHECK 94738	MOREHEAD CITY	NC	28557	2020 R 6356.06.49.8213
FINIZIO, TOBIN II ETUX 165.00	MICHEL 258 PEARSON CIRCLE S/W ADJUSTMENT	NEWPORT	NC	28570	2020 R 6315.02.78.7499
FUTCH, DEBRA 300.79	137 WATSON DRIVE PAID TWICE	BEAUFORT	NC	28516	2020 R 733603042902000
GASKILL, CATHY LYNN 100.00	2187 E GAUTHIER LOT 123 OVERPAYMENT MASSPAY	LAKE CHARLES	LA	70607	2020 R 7481.01.15.3636
GILGO, PATRICIA L ETVIR 165.00	LIO L 152 NORTH SHORE DR OVERPAYMENT CHECK 546	BEAUFORT	NC	28516	2020 R 7316.10.35.3430
HARRIS, KENNETH ETUX 521.46	CHERYL L 120 CAMERON WAY CIRCLE HOUSE UNLIVABLE	WINSTON-SALEM	NC	27103	2020 R 7346.15.73.1406
HOEFT, SHIRLEY OBISPO 398.63	319 SILVER CREEK LND RD ELDERLY EXEMPTION	SWANSBORO	NC	28584	2020 R 5375.01.18.6137
HOLLAND HOMES LLC 162.62	105 PAGE PLACE PAID 9/2/20 STURGIS	EMERALD ISLE	NC	28594	2020 R 538501185723000
HOLLEY, JANET 144.26	5408 HWY 24 PAID BY 21ST MORTGAGE	NEWPORT	NC	28570	2020 P 0049862

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Refunds to be Issued by Finance Office - Over \$100.00

PAGE

Remit To:	Address	City	St	Zip Code	Reference
Refund					
HORTON, DAVID A 1,052.62	604 BLAIR POINTE ROAD ALREADY PAID/DEBT SETOFF	MOREHEAD CITY	NC	28557	2012 DEBT SETOFF
HOTHAM, MARY ANNE 428.83	121 OAKLEAF DRIVE PAID TWICE/STURGIS	PINE KNOLL SHORES	NC	28512	2020 R 636514434678000
ITAC 192 LLC 4,862.59	530 SE GREENVILLE BLVD OVERPAYMENT CHECK 300258	GREENVILLE	NC	27858	2020 R 6356.12.96.4896
JONATHAN S CARE 115.20	109 WEST MONTGOMERY ST OVER PAYMENT CHECK 015595	HENDERSON	NC	27536	2020 R 6375.16.83.9697
JONES, AMANDA CELESTE 165.00	3709 WHITE DRIVE S/W ADJUSTMENT	MOREHEAD CITY	NC	28557	2020 R 6328.03.22.4051
JULIE G WICKIZER PLLC 119.00	3110 ARENDELL ST, STE 2 OVERPAYMENT CHECK 2147	MOREHEAD CITY	NC	28557	2020 R 6366.13.24.3961
KANUCK, RICHARD J JR 165.00	115 POND DR S/W ADJUSTMENT	NEWPORT	NC	28570	2019 R 6338.03.21.1357
LERETA TAX SER/ATTN REFUND 579.98	901 CORPORATE CENTER DR PAID ABOVE PARCEL IN ERROR	POMONA	CA	91768	2019 R 730902973474000
LUCI T JOHNSON 200.40	1528 CARR ST OVERPAYMENT CK 1032	RALEIGH	NC	27608	2020 R 5373.18.21.9670
MACDADDY'S LLC 115.67	130 GOLFIN' DOLPHIN DR CTS AUDIT	CAPE CARTERET	NC	28584	2018 P 0016912
MACDADDY'S LLC 185.26	130 GOLFIN' DOLPHIN DR CTS AUDIT	CAPE CARTERET	NC	28584	2016 P 0016912
MCCREEDY, GLENN D TRUSTEE 175.00	5736 BRUSHY MEADOWS DR OVERPAYMENT CHECK 0000975519	FUQUAY VARINA	NC	27526	2020 R 5393.07.79.4537
MCLAUGHLIN, BARNEY ETUX MARTH 1,214.40	14856 PERCH POINT ROAD OVERPAYMENT CHECK 38504	CHESTER	VA	23836	2020 R 7306.17.22.2058
MCMILLAN, DON A ETUX MARY J 357.00	233 DEAN ST OVERPAYMENT MASSPAY	WEST CHESTER	PA	19382	2020 R 6314.16.84.2071
MCNEILL, ANN MEEKS 168.99	601 PELETIER LOOP RD UT D25 OVERPAYMENT CK 355	SWANSBORO	NC	285847508	2019 R 5367.04.92.0350
MCSWAIN, ROBBIE BARBER ETAL 191.57	420 CAMP JUBILEE RD OVERPAYMENT CHECK 1996	SEVEN SPRINGS	NC	28578	2020 P 0066362

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Refunds to be Issued by Finance Office - Over \$100.00

PAGE

Remit To:	Address	City	St	Zip Code	Reference
Refund					
MOORE, BRIAN Q 754.58	104 EUDORA DRIVE ALREADY PD/DEBRA WHALEY ATTY	NEWPORT	NC	28570	2020 R 632604511327000
NOLIN, PAUL T 165.00	517 PINE VALLEY DR S/W ADJUSTMENT	MOREHEAD CITY	NC	28557	2020 R 6356.05.09.7115
PAMLICO SOUND CONSTRUCTION I 360.44	313 GALES CREEK RD CTS AUDIT	NEWPORT	NC	28570	2019 P 0007479
PATRICK, D GOREON ETUX ELIZAB 395.36	3538 WHITE DRIVE PAID BY JOHN TANTUM PA	MOREHEAD CITY	NC	28557	R 63761564369900B
PENDERGRASS, JOAN PARKER 165.00	30 BANKS TOWN ROAD OVERPAYMENT CK3108	WEAVERVILLE	NC	28787	2020 R 6334.07.78.1283
POOLE, BONNIE WHITLEY 894.15	1710 WINDSOR RD ALREADY PAID	KINSTON	NC	28504	R 6385.13.12.7952000
RAY, LINDA H 165.00	207 CAREFREE LANE S/W ADJUSTMENT	MOREHEAD CITY	NC	28557	2020 R 6356.10.36.5393
ROSSO, RUSSELL 203.91	1401 W FORT MACON RD #349 ALREADY PAID/NO FEE REFUND	ATLANTIC BEACH	NC	28512	2018 R 636520924346349
ROTHBLUM, SAMUEL R TRUSTEE 2,079.37	12703 PONDEROSA LANE OVERPAYMENT CHECK 1016	GLEN ARM	MD	21057	2020 R 6344.05.08.9611
SCHNIPPEL, ERNEST ETUX GLORIA 255.00	6833 W 12TH STREET S/W ADJUSTMENT/MASSPAY	INDIANAPOLIS	IN	46214	2020 P 0007241
SPENCE, TERRI ELLEN GRANT 165.00	1590 ISLAND RD OVERPAYMENT MASSPAY	HARKERS ISLAND	NC	28531	2020 R 7345.17.00.7444
STANLEY & PARKER ATTORNEYS, P 165.00	PO BAX 5239 OVER PAYMENT CHECK 8426	EMERALD ISLE	NC	28594	2020 R 6305.03.32.9980
STANLEY, JOHN TAYLOR 429.06	805 WOODLAND DRIVE OVERPAYMENT CHECK 4939	GREENSBORO	NC	27408	2020 R 6386.09.15.0588
THREE SPARROWS PROPERTIES LL 407.78	2253 CEDARWOOD CT OVERPAYMENT CHECK 2001	ASHEBORO	NC	27205	2015 R 7337.03.34.4611
TIMIOS INC 155.82	5716 CORSA AVENUE SUITE 102 OVERPAYMENT CHECK 74073	WESTLAKE VILLAGE	CA	91362	2020 R 7336.01.39.5555
WHALEY, JEANNETTE GRAHAM 122.35	129 WHORE RD ALREADY PAID	NEWPORT	NC	28570	18/19 R 63780460146300

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Refunds to be Issued by Finance Office - Over \$100.00

PAGE

Remit To:	Address	City	St	Zip Code	Reference
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Refund

FINAL TOTALS	
TOTAL	25,984.54

* * * E N D O F R E P O R T * * *

- IV. Consent Agenda
 - 2. Tax Releases/Refunds/Collector's Report
 - e. Tax Collector's Monthly Report

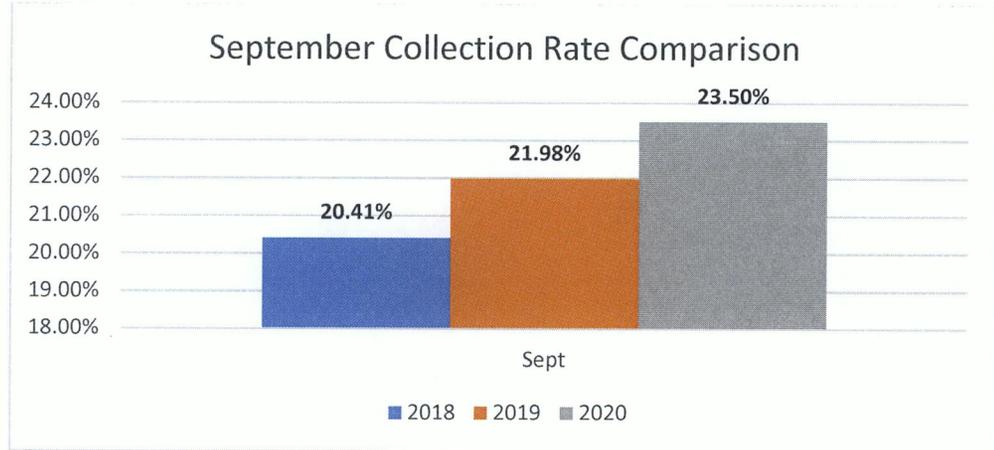
Tax Office Monthly Commissioners Report October 2020

2020 Tax Levy Details:

Total Levy: \$75,140,472.57

Total Collected: \$17,000,140.61

Total Uncollected: \$58,140,331.96



10 Year Tax Levy Details (2011-2020):

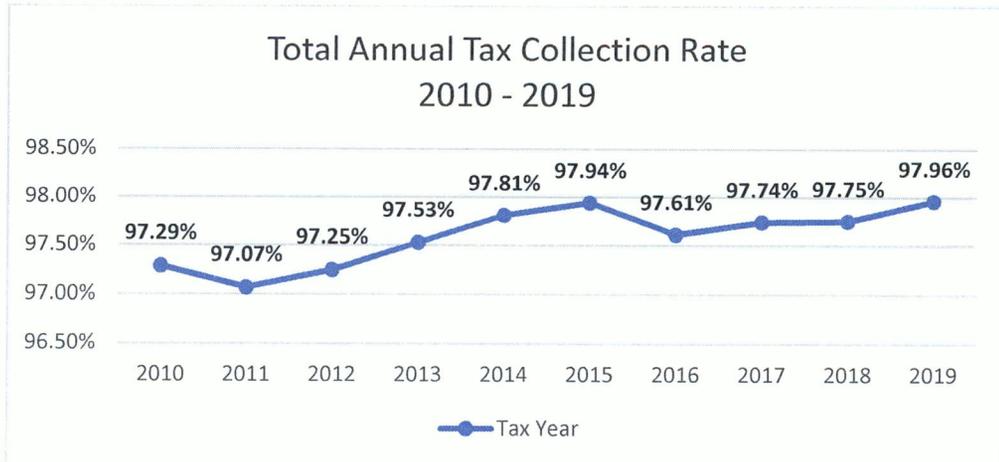
Total Collected: \$521,968,415.78

Total Uncollected: \$64,183,972.60

Refund Total: \$27,363.09

Release Total: \$72,763.84

2020 Collection Goal: 98.25%



Personal Property Listing Office Update:

- The listing department generated approximately 82,000 tax bills that include real and personal property.
- Situs and valued approximately 6,000 motor vehicles.
- Reviewed and updated data for 32 marinas and 40 mobile home parks located in the county.
- Identified 79 new business.
- The department is reviewing all the personal property records to cleanse data for the upcoming conversion.

Real Property Appraisal Office Update:

- The appraisal department has completed the 2020 Revaluation and all the appeals associated with the 2020 revaluation.
- Real property appraisers are currently in the community assessing the annual new construction permits.
- Other staff members in the appraisal department are working diligently to clean up our appraisal data and working with the software team to convert the real property data to the new software system.
- Most of the real property appraisal staff attended a week long IAAO training session. Some needed this course for certifications while others needed the course for continuing education.

Collections Office Update:

- During the month of September, the collection department has collected:
 - \$3,135,555.30 Mass Pay
 - \$167,517.63 Credit Card
 - \$88,310.83 E-Checks
 - \$13,106.20 Bank Drafts
 - \$3,091,818.14 Beaufort Counter
 - \$253,568.45 Western Office
- The collections office staff has kicked off the 2020 tax collection season. Working with taxpayers and escrow companies to be sure property taxes are collected in a timely manner.
- Delinquent accounts are continuing to be tracked monthly to be sure delinquent taxpayers are following through with their payment agreements and tax obligations.
- Due to Covid-19, the collections office has made some adjustments to their normal collection practices. They are encouraging taxpayers to pay online or mail in a check if possible to reduce the walk in traffic and face to face interaction. Taxpayers who wish to pay with cash or check in person are paying through a protected widow to better protect the collection staff and the public.

Other Updates:

- The tax office has begun the process of converting software systems. This transition is expected to take at least a year to convert all the tax data and implement new procedures.
- The tax office management staff have all been working with Vincent Valuations, one of our contracted companies, to identify inefficiencies within the office and create a plan of action to improve the inefficiencies and processes to better serve the citizens of Carteret County.

Typ Bill	Year	Property Number	Dist Code	Twn	Sch	Special Districts									User Codes									Deferred Flag	Defer Inelig	MV Batch
						1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9			
* * * * Totals for Tax year			2011																							
# of Properties Processed			144,282																							
		Total	TAX	Spec Asmt	Deferred	CB Deferred	Interest	Fees																		
Original Balances	56,024,737.00	52,936,189.46	2,320,555.00	225,239.96	.00	517,659.99	25,092.59																			
Total Adjustments	417,330.95-	191,210.98-	15,352.97-	224,660.27-	.00	.00	13,893.27																			
Total Collections	55,484,094.99	52,684,717.56	2,298,148.30	579.69	.00	462,870.16	37,779.28																			
Unpaid Balances	123,311.06	60,260.92	7,053.73	.00	.00	54,789.83	1,206.58																			
* * * * Totals for Tax year			2012																							
# of Properties Processed			144,824																							
		Total	TAX	Spec Asmt	Deferred	CB Deferred	Interest	Fees																		
Original Balances	55,118,716.28	51,997,993.51	2,359,242.00	218,866.12	.00	514,671.55	27,943.10																			
Total Adjustments	408,688.99-	164,246.16-	33,106.07-	217,258.56-	.00	.00	5,921.80																			
Total Collections	54,527,732.64	51,743,492.79	2,312,205.80	944.57	.00	439,018.45	32,071.03																			
Unpaid Balances	182,294.65	90,254.56	13,930.13	662.99	.00	75,653.10	1,793.87																			
* * * * Totals for Tax year			2013																							
# of Properties Processed			112,175																							
		Total	TAX	Spec Asmt	Deferred	CB Deferred	Interest	Fees																		
Original Balances	54,004,520.79	50,733,057.05	2,554,465.00	226,999.79	.00	466,148.87	23,850.08																			
Total Adjustments	158,528.44-	124,375.10-	33,685.56-	3,189.77-	.00	.00	2,721.99																			
Total Collections	53,412,102.63	50,500,321.92	2,500,400.42	1,464.92	.00	384,989.71	24,925.66																			
Unpaid Balances	433,889.72	108,360.03	20,379.02	222,345.10	.00	81,159.16	1,646.41																			
* * * * Totals for Tax year			2014																							
# of Properties Processed			68,381																							
		Total	TAX	Spec Asmt	Deferred	CB Deferred	Interest	Fees																		
Original Balances	56,618,419.78	53,325,792.31	2,585,290.00	234,870.44	.00	448,159.15	24,307.88																			
Total Adjustments	268,432.92-	7,039.21-	32,532.54-	232,015.25-	.00	.00	3,154.08																			
Total Collections	56,072,499.03	53,170,020.63	2,522,945.73	2,272.98	.00	352,081.92	25,177.77																			
Unpaid Balances	277,487.83	148,732.47	29,811.73	582.21	.00	96,077.23	2,284.19																			
* * * * Totals for Tax year			2015																							
# of Properties Processed			74,037																							
		Total	TAX	Spec Asmt	Deferred	CB Deferred	Interest	Fees																		
Original Balances	55,850,574.48	51,122,449.39	3,841,944.00	423,473.95	.00	418,010.03	44,697.11																			
Total Adjustments	868,750.82-	174,428.49-	270,648.97-	418,713.18-	.00	.00	4,960.18-																			

Typ Bill	Year	Property Number	Dist Code	Twn	Sch	Special Districts									User Codes									Deferred Flag	Defer Inelig	MV Batch
						1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9			

* * * * Totals for FINAL TOTALS

of Properties Processed 941,222

	Total	TAX	Spec Asmt	Deferred	CB Deferred	Interest	Fees
Original Balances	590,690,668.44	548,275,306.31	34,665,219.00	3,716,792.79	.00	3,684,213.78	349,136.56
Total Adjustments	4,538,280.06-	2,058,459.79-	900,760.09-	1,544,483.41-	.00	.00	34,576.77-
Total Collections	521,968,415.78	490,049,831.46	28,827,452.76	20,150.77	.00	2,798,798.57	272,182.22
Unpaid Balances	64,183,972.60	56,167,015.06	4,937,006.15	2,152,158.61	.00	885,415.21	42,377.57

- IV. Consent Agenda
 - 2. Tax Releases/Refunds/Collector's Report
 - f. NCVTS Motor Vehicle Refund Report



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 10/2/2020 11:39:58 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change	
ALBERTI, MICHAEL JOSEPH	ALBERTI, MICHAEL JOSEPH	ALBERTI, DIANA RAE	917 SUNSET BLVD		NEWPORT, NC 28570	Proration	0047579342	CL33129	Refund Generated due to proration on Bill #0047579342-2019-2019-0000-00	Tag Surrender	09/01/2020	9010	Tax	(\$3.92)	\$0.00	(\$3.92)	
												32	Tax	(\$0.85)	\$0.00	(\$0.85)	
												Refund					\$4.77
BARNES, JONATHAN CLINTON	BARNES, JONATHAN CLINTON		105 TURNERS CREEK WAY		BEAUFORT, NC 28516	Proration	0046654210	FLV3402	Refund Generated due to proration on Bill #0046654210-2019-2019-0000-00	Tag Surrender	09/30/2020	9010	Tax	(\$17.75)	\$0.00	(\$17.75)	
												1159	Tax	(\$26.33)	\$0.00	(\$26.33)	
												46	Tax	(\$3.43)	\$0.00	(\$3.43)	
												Refund					\$47.51
BATTLE, RICHARDSON STAATS	BATTLE, RICHARDSON STAATS	BATTLE, CAROL ROBINS	2905 MONTPELIER COURT		RALEIGH, NC 27609	Proration	0001029043	HBB4537	Refund Generated due to proration on Bill #0001029043-2019-2019-0000-00	Tag Surrender	09/21/2020	9010	Tax	(\$2.17)	\$0.00	(\$2.17)	
												1556	Tax	(\$1.09)	\$0.00	(\$1.09)	
												Refund					\$3.26
CARITHERS, GARY MICHAEL	CARITHERS, GARY MICHAEL		PO BOX 906		BEAUFORT, NC 28516	Proration	0052244650	PTR4661	Refund Generated due to proration on Bill #0052244650-2019-2019-0000-00	Tag Surrender	09/28/2020	9010	Tax	(\$13.95)	\$0.00	(\$13.95)	
												1159	Tax	(\$20.70)	\$0.00	(\$20.70)	
												46	Tax	(\$2.70)	\$0.00	(\$2.70)	
												Refund					\$37.35
CLAYTON, EDGAR ALLEN	CLAYTON, EDGAR ALLEN	CLAYTON, BARBARA ANN	123 LEJEUNE RD		CAPE CARTERET, NC 28584	Proration	0051426078	TBK1540	Refund Generated due to proration on Bill #0051426078-2019-2019-0000-00	Tag Surrender	09/24/2020	9010	Tax	(\$6.72)	\$0.00	(\$6.72)	
												1557	Tax	(\$4.60)	\$0.00	(\$4.60)	
												1557	Vehicle Tax	\$0.00	\$0.00	\$0.00	
												37	Tax	(\$1.30)	\$0.00	(\$1.30)	
												19	Tax	(\$1.08)	\$0.00	(\$1.08)	
												Refund					\$13.70
CLIFTON, BRIAN NEAL	CLIFTON, BRIAN NEAL		7837 VISTA LAZANJA		SAN DIEGO, CA 92127	Adjustment < \$100	0051865315	CDE6087	Refund Generated due to adjustment on Bill #0051865315-2019-2019-0000-00	Military	09/21/2020	9010	Tax	(\$17.58)	(\$1.15)	(\$18.73)	
												1557	Tax	(\$12.05)	(\$0.78)	(\$12.83)	
												1557	Vehicle Tax	(\$5.00)	\$0.00	(\$5.00)	
												37	Tax	(\$3.40)	(\$0.22)	(\$3.62)	
												19	Tax	(\$2.84)	(\$0.18)	(\$3.02)	
												Refund					\$43.20
CLIFTON, BRIAN NEAL	CLIFTON, BRIAN NEAL	CLIFTON, PAMELA GAIL	212 CLUB POINT DR		CAPE CARTERET, NC 28584	Adjustment >= \$100	0054801228	HKR5305	Refund Generated due to adjustment on Bill #0054801228-2019-2019-0000-00	Military	09/21/2020	9010	Tax	(\$110.03)	\$0.00	(\$110.03)	
												1557	Tax	(\$75.43)	\$0.00	(\$75.43)	
												1557	Vehicle Tax	(\$5.00)	\$0.00	(\$5.00)	
												37	Tax	(\$21.30)	\$0.00	(\$21.30)	
												19	Tax	(\$17.75)	\$0.00	(\$17.75)	
												Refund					\$229.51
COGGINS, DONDI BENTON	COGGINS, DONDI BENTON		221 ANDREW CIR		PELETIER, NC 28584	Proration	0048716662	PLP8246	Refund Generated due to proration on Bill #0048716662-2019-2019-0000-00	Tag Surrender	09/14/2020	9010	Tax	(\$57.05)	\$0.00	(\$57.05)	
												1523	Tax	(\$10.12)	\$0.00	(\$10.12)	
												37	Tax	(\$11.04)	\$0.00	(\$11.04)	
												19	Tax	(\$9.20)	\$0.00	(\$9.20)	



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 10/2/2020 11:39:58 AM

												Refund	\$87.41		
CUSHING, SHARYN OAKLEY	CUSHING, SHARYN OAKLEY	139 HUNTING BAY DR	CAPE CARTERET, NC 28584	Proration	0045359908	ALLG0LD	Refund Generated due to proration on Bill #0045359908-2019-2019-0000-00	Tag Surrender	09/01/2020	9010	Tax	(\$75.27)	\$0.00	(\$75.27)	
										1558	Tax	(\$12.14)	\$0.00	(\$12.14)	
										37	Tax	(\$14.57)	\$0.00	(\$14.57)	
										19	Tax	(\$12.14)	\$0.00	(\$12.14)	
												Refund	\$114.12		
DRIESLEIN, TIMOTHY RAY	DRIESLEIN, TIMOTHY RAY	127 TIFTON CIR	CAPE CARTERET, NC 28584	Adjustment >= \$100	0056847879	TCM7181	Refund Generated due to adjustment on Bill #0056847879-2020-2020-0000-00	Military	09/02/2020	9010	Tax	(\$73.66)	\$0.00	(\$73.66)	
										1557	Tax	(\$47.43)	\$0.00	(\$47.43)	
										1557	Vehicle	(\$5.00)	\$0.00	(\$5.00)	
										37	Tax	(\$13.39)	\$0.00	(\$13.39)	
												Refund	\$150.64		
EICHINGER, RENATE ANGELICA	EICHINGER, RENATE ANGELICA	145 INTRACOASTAL DR	BEAUFORT, NC 28516	Proration	0044786209	FJH2819	Refund Generated due to proration on Bill #0044786209-2019-2019-0000-00	Tag Surrender	09/09/2020	9010	Tax	(\$2.97)	\$0.00	(\$2.97)	
										42	Tax	(\$0.60)	\$0.00	(\$0.60)	
										46	Tax	(\$0.57)	\$0.00	(\$0.57)	
										75	Tax	(\$0.53)	\$0.00	(\$0.53)	
												Refund	\$4.67		
FIGUEROA, JUNIOR JAVIER	FIGUEROA, JUNIOR JAVIER	103 ABACO DR	CAPE CARTERET, NC 28584	Adjustment < \$100	0056157139	HHY9018	Refund Generated due to adjustment on Bill #0056157139-2020-2020-0000-00	Military	09/29/2020	9010	Tax	(\$9.44)	\$0.00	(\$9.44)	
										1460	Tax	(\$11.30)	\$0.00	(\$11.30)	
												Refund	\$20.74		
FIGUEROA, JUNIOR JAVIER	FIGUEROA, JUNIOR JAVIER	103 ABACO DR	CAPE CARTERET, NC 28584	Adjustment < \$100	0057405656	RBD1022	Refund Generated due to adjustment on Bill #0057405656-2020-2020-0000-00	Military	09/29/2020	9010	Tax	(\$28.48)	\$0.00	(\$28.48)	
										1460	Tax	(\$34.09)	\$0.00	(\$34.09)	
												Refund	\$62.57		
FULCHER, SHERRA LYNETTE	FULCHER, SHERRA LYNETTE	120 CRYSTAL RD	BEAUFORT, NC 28516	Proration	0009618337	YPN6226	Refund Generated due to proration on Bill #0009618337-2019-2019-0000-00	Vehicle Totalled	09/02/2020	9010	Tax	(\$2.78)	\$0.00	(\$2.78)	
										42	Tax	(\$0.56)	\$0.00	(\$0.56)	
										46	Tax	(\$0.54)	\$0.00	(\$0.54)	
										75	Tax	(\$0.49)	\$0.00	(\$0.49)	
												Refund	\$4.37		
GILLIKIN, STERLING WARD JR	GILLIKIN, STERLING WARD JR	GILLIKIN, SUSAN CARRAWAY	214 LIVE OAK DR	CAPE CARTERET, NC 28584	Proration	0009967673	CDE5223	Refund Generated due to proration on Bill #0009967673-2019-2019-0000-00	Tag Surrender	09/08/2020	9010	Tax	(\$2.38)	\$0.00	(\$2.38)
											1557	Tax	(\$1.63)	\$0.00	(\$1.63)
											1557	Vehicle	\$0.00	\$0.00	\$0.00
											37	Tax	(\$0.46)	\$0.00	(\$0.46)
											19	Tax	(\$0.38)	\$0.00	(\$0.38)
												Refund	\$4.85		
GRALEWSKI-ALLEE, LYNNE MARIE	GRALEWSKI-ALLEE, LYNNE MARIE	ALLEE, BRADLEY JAMES	7632 SIM CANADY RD	PARKTON, NC 28371	Adjustment < \$100	0057011029	ELR2061	Refund Generated due to adjustment on Bill #0057011029-2019-2019-0000-00	Situs error	09/14/2020	9010	Tax	\$0.00	\$0.00	\$0.00
											1460	Tax	(\$48.69)	\$0.00	(\$48.69)
											43	Tax	\$12.96	\$0.00	\$12.96



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 10/2/2020 11:39:58 AM

										47	Tax	\$13.64	\$0.00	\$13.64		
												Refund	\$22.09			
GROSS, MARJORIE KEPPEL	GROSS, MARJORIE KEPPEL		114 CASWELL DR		NEWPORT, NC 28570	Adjustment < \$100	0057409382	TYR4520	Refund Generated due to adjustment on Bill #0057409382-2019-2019-0000	Situs error	09/29/2020	9010	Tax	\$0.00	\$0.00	\$0.00
										1460	Tax	(\$34.84)	\$0.00	(\$34.84)		
										31	Tax	\$3.90	\$0.00	\$3.90		
										48	Tax	\$3.90	\$0.00	\$3.90		
												Refund	\$27.04			
HALL, ADAM BLAKE	HALL, ADAM BLAKE		4005 GALANTIS DR APT 2011		MOREHEAD CITY, NC 28557	Adjustment >= \$100	0056792261	RAW1613	Refund Generated due to adjustment on Bill #0056792261-2020-2020-0000-00	Military	09/16/2020	9010	Tax	(\$71.91)	\$0.00	(\$71.91)
										1351	Tax	(\$82.80)	\$0.00	(\$82.80)		
												Refund	\$154.71			
HALL, RAYMOND EARL	HALL, RAYMOND EARL		1305 LANTERN WAY		MOREHEAD CITY, NC 28557	Proration	0051309577	FCF2459	Refund Generated due to proration on Bill #0051309577-2019-2019-0000-00	Tag Surrender	09/23/2020	9010	Tax	(\$26.02)	\$0.00	(\$26.02)
										1351	Tax	(\$31.90)	\$0.00	(\$31.90)		
												Refund	\$57.92			
HALLER, CRYSTAL BLANKENSHIP	HALLER, CRYSTAL BLANKENSHIP		143 CRISSY WRIGHT RD		NEWPORT, NC 28570	Adjustment < \$100	0001075600	BAM9479	Refund Generated due to adjustment on Bill #0001075600-2019-2019-0000-00	Over Assessment	09/03/2020	9010	Tax	(\$10.59)	\$0.00	(\$10.59)
										32	Tax	(\$2.31)	\$0.00	(\$2.31)		
												Refund	\$12.90			
HARMON, STEVEN KENT	HARMON, STEVEN KENT	HARMON, ELIZABETH KUENKE	1559 HARKERS ISLAND RD		BEAUFORT, NC 28516	Proration	0032926005	BEA3800	Refund Generated due to proration on Bill #0032926005-2019-2019-0000-00	Tag Surrender	09/08/2020	9010	Tax	(\$4.39)	\$0.00	(\$4.39)
										27	Tax	(\$1.13)	\$0.00	(\$1.13)		
										17	Tax	(\$0.99)	\$0.00	(\$0.99)		
												Refund	\$6.51			
HASKINS, AMY SUZANNE	HASKINS, AMY SUZANNE	HASKINS, GEORGE MATHIS	511 PINE VALLEY DR		MOREHEAD CITY, NC 28557	Proration	0052749087	1752SF	Refund Generated due to proration on Bill #0052749087-2019-2019-0000-00	Tag Surrender	09/01/2020	9010	Tax	(\$101.27)	\$0.00	(\$101.27)
										32	Tax	(\$22.05)	\$0.00	(\$22.05)		
												Refund	\$123.32			
HUNTER, ROBERT EARLE	HUNTER, ROBERT EARLE		4005 GALANTIS DR	APT 307G	MOREHEAD CITY, NC 28557	Proration	0046299286	XWS8178	Refund Generated due to proration on Bill #0046299286-2019-2019-0000-00	Tag Surrender	09/09/2020	9010	Tax	(\$50.85)	\$0.00	(\$50.85)
										1351	Tax	(\$62.33)	\$0.00	(\$62.33)		
												Refund	\$113.18			
HUNTER, ROBERT EARLE	HUNTER, ROBERT EARLE		4005 GALANTIS DR	APT 307G	MOREHEAD CITY, NC 28557	Proration	0052764511	7L4529	Refund Generated due to proration on Bill #0052764511-2019-2019-0000-00	Tag Surrender	09/09/2020	9010	Tax	(\$18.76)	\$0.00	(\$18.76)
										1351	Tax	(\$22.99)	\$0.00	(\$22.99)		
												Refund	\$41.75			
HUSTED, KAREN GUTHRIE	HUSTED, KAREN GUTHRIE		306 S 15TH ST		MOREHEAD CITY, NC 28557	Proration	0044938134	FJT3763	Refund Generated due to proration on Bill #0044938134-2019-2019-0000-00	Tag Surrender	09/01/2020	9010	Tax	(\$7.91)	\$0.00	(\$7.91)
										1351	Tax	(\$9.70)	\$0.00	(\$9.70)		
												Refund	\$17.61			
HYLA, BRET M	HYLA, BRET M		138 TIFTON CIR		CAPE CARTERET, NC 28584	Adjustment < \$100	0056128806	RAW1541	Refund Generated due to adjustment on Bill #0056128806-2020-2020-0000-00	Military	09/16/2020	9010	Tax	(\$22.08)	\$0.00	(\$22.08)
										1557	Tax	(\$14.22)	\$0.00	(\$14.22)		
										1557	Vehicle Tax	(\$5.00)	\$0.00	(\$5.00)		
										37	Tax	(\$4.01)	\$0.00	(\$4.01)		
										19	Tax	(\$3.35)	\$0.00	(\$3.35)		



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													Refund	\$48.66		
JONES, DALLAS JAMES	JONES, DALLAS JAMES	JONES, ASHLEY NICHOLE	25 WHISPERING PINES	#74 B	NEWPORT, NC 28570	Adjustment >= \$100	0040996700	FCZ8412	Refund Generated due to adjustment on Bill #0040996700-2019-2019-0000-00	Military	09/10/2020	9010	Tax	(\$87.82)	(\$6.37)	(\$94.19)
												31	Tax	(\$11.33)	(\$0.82)	(\$12.15)
												48	Tax	(\$11.33)	(\$0.82)	(\$12.15)
													Refund	\$118.49		
LARSON, VINCENT LEWIS	LARSON, VINCENT LEWIS		129 BEECHWOOD DR		ATLANTIC BEACH, NC 28512	Proration	0014393189	NYV6171	Refund Generated due to proration on Bill #0014393189-2019-2019-0000-00	Tag Surrender	09/15/2020	9010	Tax	(\$10.72)	\$0.00	(\$10.72)
												1353	Tax	(\$6.81)	\$0.00	(\$6.81)
												94	Tax	(\$0.55)	\$0.00	(\$0.55)
													Refund	\$18.08		
LINDOW, FREDERICK EMIL	LINDOW, FREDERICK EMIL		PO BOX 1172		BEAUFORT, NC 28516	Proration	0035933251	EJP3520	Refund Generated due to proration on Bill #0035933251-2019-2019-0000-00	Tag Surrender	09/24/2020	9010	Tax	(\$5.48)	\$0.00	(\$5.48)
												42	Tax	(\$1.10)	\$0.00	(\$1.10)
												46	Tax	(\$1.06)	\$0.00	(\$1.06)
													Refund	\$0.97		
MILAM, RANDY STEVE JR	MILAM, RANDY STEVE JR		PO BOX 2446		BEAUFORT, NC 28516	Proration	0053492042	7P1995	Refund Generated due to proration on Bill #0053492042-2019-2019-0000-00	Tag Surrender	09/08/2020	9010	Tax	(\$7.42)	\$0.00	(\$7.42)
												27	Tax	(\$1.91)	\$0.00	(\$1.91)
												17	Tax	(\$1.67)	\$0.00	(\$1.67)
													Refund	\$8.61		
MILAM, RANDY STEVE JR	MILAM, RANDY STEVE JR		PO BOX 2446		BEAUFORT, NC 28516	Proration	0053492080	DAC7945	Refund Generated due to proration on Bill #0053492080-2019-2019-0000-00	Tag Surrender	09/08/2020	9010	Tax	(\$5.99)	\$0.00	(\$5.99)
												27	Tax	(\$1.55)	\$0.00	(\$1.55)
												17	Tax	(\$1.35)	\$0.00	(\$1.35)
													Refund	\$11.00		
MUNS, MICHAEL LAWRENCE	MUNS, MICHAEL LAWRENCE		1012 FISHER ST		MOREHEAD CITY, NC 28557	Proration	0055043552	FCZ9084	Refund Generated due to proration on Bill #0055043552-2020-2020-0000-00	Tag Surrender	09/25/2020	9010	Tax	(\$18.58)	\$0.00	(\$18.58)
												1351	Tax	(\$21.39)	\$0.00	(\$21.39)
														Refund	\$39.97	
NORRIS, ROGER ARNOLD	NORRIS, ROGER ARNOLD		145 DEEPWATER DR		STELLA, NC 28582	Proration	0041865299	EML5324	Refund Generated due to proration on Bill #0041865299-2019-2019-0000-00	Tag Surrender	09/03/2020	9010	Tax	(\$48.67)	\$0.00	(\$48.67)
												40	Tax	(\$15.70)	\$0.00	(\$15.70)
												19	Tax	(\$7.86)	\$0.00	(\$7.86)
													Refund	\$72.23		
PEARSON, RONALD GENE	PEARSON, RONALD GENE	PEARSON, LINDA HUDSON	282 SALTER PATH RD		ATLANTIC BEACH, NC 28512	Adjustment < \$100	0057001281	HHZ1636	Refund Generated due to adjustment on Bill #0057001281-2020-2020-0000	Situs error	09/24/2020	9010	Tax	\$0.00	\$0.00	\$0.00
												1353	Tax	\$96.26	\$0.00	\$96.26
												1460	Tax	(\$183.68)	\$0.00	(\$183.68)
												94	Tax	\$6.98	\$0.00	\$6.98
													Refund	\$80.44		
PITTMAN, ROSE STANCILL	PITTMAN, ROSE STANCILL		PO BOX 2296	193 HOFFMAN BEACH RD	ATLANTIC BEACH, NC 28512	Adjustment < \$100	0053159373	HAK1967	Refund Generated due to adjustment on Bill #0053159373-2019-2019-0000-00	Over Assessment	09/02/2020	9010	Tax	(\$39.55)	\$0.00	(\$39.55)
												41	Tax	(\$11.48)	\$0.00	(\$11.48)
												97	Tax	(\$7.01)	\$0.00	(\$7.01)



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												Refund	\$58.04			
POOL, DAVID CHRISTOPHER	POOL, DAVID CHRISTOPHER		2329 N LAKEVIEW DR		NEWPORT, NC 28570	Proration	0053281037	RAH1833	Refund Generated due to proration on Bill #0053281037-2019-2019-0000-00	Tag Surrender	09/14/2020	9010	Tax	(\$2.21)	\$0.00	(\$2.21)
										1460	Tax	(\$2.55)	\$0.00	(\$2.55)		
												Refund	\$4.76			
PREVOST, ROSA MARIA	PREVOST, ROSA MARIA		124 FAWN DR		EMERALD ISLE, NC 28594	Proration	0054105708	HHY9817	Refund Generated due to proration on Bill #0054105708-2019-2019-0000-00	Tag Surrender	09/22/2020	9010	Tax	(\$28.42)	\$0.00	(\$28.42)
										1556	Tax	(\$14.21)	\$0.00	(\$14.21)		
												Refund	\$42.63			
RADATZ, JOEL ANDREW	RADATZ, JOEL ANDREW		101 SAINT GEORGE BLVD	APT 2I	SAVANNAH, GA 31419	Proration	0044211103	FAR9100	Refund Generated due to proration on Bill #0044211103-2018-2018-0000-00	Tag Surrender	09/01/2020	9010	Tax	(\$19.22)	(\$0.97)	(\$20.19)
										1352	Tax	(\$10.23)	(\$0.51)	(\$10.74)		
												Refund	\$30.93			
REICHLER, KENNETH LEE	REICHLER, KENNETH LEE		107 SAINT AUGUSTINE DR		CAPE CARTERET, NC 28584	Proration	0043905280	EDE6667	Refund Generated due to proration on Bill #0043905280-2019-2019-0000-00	Tag Surrender	09/11/2020	9010	Tax	(\$59.19)	\$0.00	(\$59.19)
										1557	Tax	(\$40.57)	\$0.00	(\$40.57)		
										1557	Vehicle	\$0.00	\$0.00	\$0.00		
										37	Tax	(\$11.46)	\$0.00	(\$11.46)		
										19	Tax	(\$9.55)	\$0.00	(\$9.55)		
												Refund	\$120.77			
REID, JASON HILLERY	REID, JASON HILLERY	REID, SONYA JONES	PO BOX 441		HARKERS ISLAND, NC 28531	Proration	0053370724	HJH6062	Refund Generated due to proration on Bill #0053370724-2019-2019-0000-00	Tag Surrender	09/09/2020	9010	Tax	(\$32.65)	\$0.00	(\$32.65)
										16	Tax	(\$11.59)	\$0.00	(\$11.59)		
												Refund	\$44.24			
ROYAL, JUDITH DAY	ROYAL, JUDITH DAY		1010 GRETCHEN LN	UNIT C	GREENSBORO, NC 27410	Proration	0001044147	0339CS	Refund Generated due to proration on Bill #0001044147-2018-2018-0000-00	Tag Surrender	09/01/2020	9010	Tax	(\$2.62)	\$0.00	(\$2.62)
										1352	Tax	(\$1.39)	\$0.00	(\$1.39)		
												Refund	\$4.01			
SABOL, STEVEN COLE	SABOL, STEVEN COLE		115 CRESCENT DR		BEAUFORT, NC 28516	Adjustment < \$100	0055030725	HDH8427	Refund Generated due to adjustment on Bill #0055030725-2020-2020-0000-00	Over Assessment	09/04/2020	9010	Tax	(\$5.53)	\$0.00	(\$5.53)
										1159	Tax	(\$7.70)	\$0.00	(\$7.70)		
										46	Tax	(\$1.00)	\$0.00	(\$1.00)		
												Refund	\$14.23			
SIPOS, ANDREA	SIPOS, ANDREA		4005 GALANTIS DR	APT 303F	MOREHEAD CITY, NC 28557	Proration	0056510723	A183DU	Refund Generated due to proration on Bill #0056510723-2019-2019-0000-00	Tag Surrender	09/25/2020	9010	Tax	(\$16.25)	\$0.00	(\$16.25)
										1351	Tax	(\$19.93)	\$0.00	(\$19.93)		
												Refund	\$36.18			
SLAVIN, EDWARD WINDELL	SLAVIN, EDWARD WINDELL		104 HENSON CT		MOREHEAD CITY, NC 28557	Adjustment < \$100	0053867529	FJT3220	Refund Generated due to adjustment on Bill #0053867529-2019-2019-0000-00	Over Assessment	09/04/2020	9010	Tax	(\$12.71)	\$0.00	(\$12.71)
										30	Tax	(\$2.05)	\$0.00	(\$2.05)		
										50	Tax	(\$0.82)	\$0.00	(\$0.82)		
												Refund	\$15.58			
SMITH, JACOB DOUGLAS	SMITH, JACOB DOUGLAS		4103 SOUND DR		MOREHEAD CITY, NC 28557	Adjustment < \$100	0055673996	7S1673	Refund Generated due to adjustment on Bill #0055673996-2020-2020-0000-00	Military	09/01/2020	9010	Tax	(\$12.57)	\$0.00	(\$12.57)
										1351	Tax	(\$14.48)	\$0.00	(\$14.48)		
												Refund	\$27.05			
STRUM, LAWRENCE	STRUM, LAWRENCE	STRUM, KAREN	303 SANDY SHORE LN		CEDAR POINT, NC 28584	Proration	0014391939	ABK7232	Refund Generated due to proration on Bill	Tag Surrender	09/16/2020	9010	Tax	(\$12.13)	\$0.00	(\$12.13)



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OWNER 1	OWNER 2	OWNER 3	ADDRESS	CITY	STATE	ZIP	PLATE	TYPE	DATE	REASON	AMOUNT	TAX	REFUND	TOTAL				
LAWRENCE JOSH	LAWRENCE JOSH	BAREN BOWDEN	302 COMMERCE WAY	ATLANTIC BEACH, NC	NC	28512	HFT2861	Proration	0052417171	Refund Generated due to proration on Bill #0014391939-2019-2019-0000-00	Tag Surrender	09/14/2020	37 Tax (\$2.35) \$0.00 (\$2.35)	19 Tax (\$1.96) \$0.00 (\$1.96)	Refund \$16.44			
TAYLOR, TONI WARREN	TAYLOR, TONI WARREN		302 COMMERCE WAY	ATLANTIC BEACH, NC	NC	28512	HFT2861	Proration	0052417171	Refund Generated due to proration on Bill #0052417171-2019-2019-0000-00	Tag Surrender	09/14/2020	9010 Tax (\$29.52) \$0.00 (\$29.52)	1460 Tax (\$34.01) \$0.00 (\$34.01)	Refund \$63.53			
THORNE, KAYE JONES	THORNE, KAYE JONES	THORNE, DONNIE EARL	351 STAR HILL DR	CAPE CARTERET, NC	NC	28584	DEH7692	Proration	0034972639	Refund Generated due to proration on Bill #0034972639-2019-2019-0000-00	Tag Surrender	09/21/2020	9010 Tax (\$22.34) \$0.00 (\$22.34)	1557 Tax (\$15.31) \$0.00 (\$15.31)	1557 Vehicle Tax \$0.00 \$0.00 \$0.00	37 Tax (\$4.32) \$0.00 (\$4.32)	19 Tax (\$3.60) \$0.00 (\$3.60)	Refund \$45.57
WIGGINS, BRIAN CAREY	WIGGINS, BRIAN CAREY		3502 LAKEVIEW TRL	KINSTON, NC	NC	28504	EJK4552	Proration	0036092268	Refund Generated due to proration on Bill #0036092268-2019-2019-0000-00	Tag Surrender	09/08/2020	9010 Tax (\$47.47) \$0.00 (\$47.47)	1352 Tax (\$27.56) \$0.00 (\$27.56)	Refund \$75.03			
WILLENBROCK, RICHARD LEWIS	WILLENBROCK, RICHARD LEWIS	WILLENBROCK, MILDRED ARLENE	123 CEDAR LN	NEWPORT, NC	NC	28570	HAR6837	Proration	0047832167	Refund Generated due to proration on Bill #0047832167-2019-2019-0000-00	Tag Surrender	09/04/2020	9010 Tax (\$41.03) \$0.00 (\$41.03)	32 Tax (\$8.93) \$0.00 (\$8.93)	Refund \$49.96			
WILLIS, DONALD EARL	WILLIS, DONALD EARL		5006 MIDYETTE AVE	MOREHEAD CITY, NC	NC	28557	EHE7108	Proration	0034842983	Refund Generated due to proration on Bill #0034842983-2019-2019-0000-00	Tag Surrender	09/15/2020	9010 Tax (\$4.80) \$0.00 (\$4.80)	25 Tax (\$1.39) \$0.00 (\$1.39)	17 Tax (\$1.08) \$0.00 (\$1.08)	Refund \$7.27		
WILSON, BROOKE NICOLE	WILSON, BROOKE NICOLE		1705 WOOD DUCK CT	MOREHEAD CITY, NC	NC	28557	HCD8306	Proration	0048597513	Refund Generated due to proration on Bill #0048597513-2019-2019-0000-00	Tag Surrender	09/01/2020	9010 Tax (\$31.36) \$0.00 (\$31.36)	1351 Tax (\$38.44) \$0.00 (\$38.44)	Refund \$69.80			
WINCHELL, PAUL ANTHONY	WINCHELL, PAUL ANTHONY	WINCHELL, JENNIFER MARY	716 LAS OLAS CT	CHESAPEAKE, VA	VA	23322	TBN6822	Adjustment < \$100	0054672308	Refund Generated due to adjustment on Bill #0054672308-2019-2019-0000-00	Military	09/09/2020	9010 Tax (\$71.11) \$0.00 (\$71.11)	35 Tax (\$20.65) \$0.00 (\$20.65)	Refund \$91.76			
WINCHELL, PAUL WILLIAM	WINCHELL, PAUL WILLIAM		211 MOORE ST	BEAUFORT, NC	NC	28516	AEA1416	Adjustment < \$100	0038252490	Refund Generated due to adjustment on Bill #0038252490-2019-2019-0000-00	Military	09/09/2020	9010 Tax (\$7.25) \$0.00 (\$7.25)	1159 Tax (\$10.76) \$0.00 (\$10.76)	46 Tax (\$1.40) \$0.00 (\$1.40)	Refund \$19.41		
												Refund Total	\$2649.26					

IV. Consent Agenda

3. Request to Accept Funding—Agreement Addendum 168, Maternal Health Innovation, and Approval of Corresponding Budget Amendment: \$7,500

CARTERET COUNTY DEPARTMENT OF HUMAN SERVICES

Cindy P. Holman
Consolidated Human Services Director
cindy.holman@carteretcountync.gov



Clinton W. Lewis
DSS Director
Consolidated Human Services Deputy Director
clint.lewis@carteretcountync.gov

Stephanie M. Cannon, MPA
Health Director
Consolidated Human Services Deputy Director
stephanie.cannon@carteretcountync.gov

To: Carteret County Board of Commissioners

From: Stephanie Cannon
Health Director

Date: September 15, 2020

Subject: Request to Accept Funding—Agreement Addendum 168, Maternal Health Innovation, \$7,500

The Health Resources and Services Administration—Maternal and Child Health Bureau has provided local health departments funding to purchase equipment and provide staff training to augment and strengthen the state's maternal health system of care through the implementation of telehealth services. The Carteret County Health Department has been awarded \$7,500 to provide telehealth services and increase patient access to medical and specialty care during and around the time of pregnancy. These funds will allow the agency to pay for a one-year telehealth contract through CureMD, purchase laptops for providers, and provide cell phone data cards to patients needing assistance with access to telehealth.

We request the Board's approval to accept this funding. There is no county match required for this grant. The Agreement Addendum and budget amendment are attached.



Department of Social Services — 210 Craven Street • PO Box 779 • Beaufort, NC 28516
Tel (252) 728-3181 / Main Fax (252) 648-7462 / Legal Unit Fax (252) 648-7463

Public Health Department — 3820-A Bridges Street • Morehead City, NC 28557
Tel (252) 728-8550 / Fax (252) 222-7739



Division of Public Health Agreement Addendum FY 20-21

Carteret County Health Department	Women's and Children's Health Section / Women's Health Branch
Local Health Department Legal Name	DPH Section / Branch Name
168 Maternal Health Innovation	Shelby Weeks 919-707-5707 Shelby.Weeks@dhhs.nc.gov
Activity Number and Description	DPH Program Contact (name, phone number, and email)
08/01/2020 – 09/29/2020	DPH Program Signature Date
Service Period	(only required for a <u>negotiable</u> agreement addendum)
09/01/2020 – 10/31/2020	
Payment Period	
<input checked="" type="checkbox"/> Original Agreement Addendum <input type="checkbox"/> Agreement Addendum Revision # ____	

I. Background:
 A key challenge to providing healthcare across North Carolina, especially in rural counties and those with limited transportation systems, is the difficulty in accessing care. This difficulty contributes to maternal health inequities. Pregnant women who reside in rural communities and in need of specialty care and consultations can experience challenges in arranging for transportation, may need to travel longer distances, and may need to take a significant amount of time off work to attend healthcare appointments. One possible strategy to improve access to medical care in situations like these is telehealth. Telehealth services have been used, among other things, to monitor chronic conditions, provide treatment (e.g., psychotherapy), provide education and advice for self-management, and provide specialty consultation services. Recent technological advances allow more patients to access telehealth services via personal “smart” devices that do not require broad band internet access.

Under funding received from the Health Resources and Services Administration-Maternal and Child Health Bureau (HRSA MCHB), local health departments will be provided funds to purchase equipment and provide staff training to augment and strengthen the state’s maternal health system of care through the implementation of telehealth services around the state. The goal of these one-time Maternal Health Innovation mini-grant funds is to build Local Health Department capacity to provide telehealth services and increase patient access to medical and specialty care especially during and around the time of pregnancy.

II. Purpose:
 This Agreement Addendum provides one-time funds to the Local Health Department to strengthen existing efforts and program activities supporting women of reproductive age, including pregnant and

Health Director Signature _____ (use blue ink) Date _____

Local Health Department to complete: (If follow-up information is needed by DPH)	LHD program contact name: _____ Phone number with area code: _____ Email address: _____
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postpartum women who are enrolled in maternal health services, by providing staff training and/or purchasing programmatic equipment associated with telehealth services.

III. Scope of Work and Deliverables:

A. The Local Health Department shall implement at least one of the following efforts:

1. **Equipment Purchase:** Purchase laptops or tablets equipped with cameras and microphones so that clinical staff can provide services to their patients.
2. **Training:** In establishing telehealth services for the provision of clinical health services for women of reproductive age, acquire training and technical assistance on the use of virtual platforms.

B. The Local Health Department may also implement the following:

1. **Patient Facilitation:** Purchase gift cards and/or cell phone data cards to increase patient access to care via telehealth. Gift cards (e.g., Walmart, Target) and cell phone data cards (e.g., Verizon, T-Mobile, Boost, AT&T) can only be used to assure availability of cell service and facilitate patient access to maternal and reproductive health services via telehealth. Digital gift cards and cell phone data cards can also be purchased online and distributed to patients. A maximum of \$50 per card and a maximum of one card per patient shall be purchased using Activity 168 funds. Purchases of Visa gift cards is not permitted.

IV. Performance Measures/Reporting Requirements:

A. The Local Health Department shall track and report on the number of telehealth services provided and the number of gift cards distributed to patients to facilitate access to care.

B. The Local Health Department shall ensure that any gift cards acquired with Activity 168 funds be logged on a written and digital log created by the Local Health Department by date, serial number, purpose, cell phone provider name, and total amount per gift card incurred within twenty-four hours of the transaction and be maintained in locked storage. Each patient receiving a gift card must provide a complete signature (first and last name) and include the date when she received the gift card on the written log. Documentation of digital gift cards and digital cell phone data cards shall be maintained and should include vendor name, date of purchase, dollar amount per card per patient, gift card number, amount of data purchased per digital card or transaction, patient name, email address, date digital gift card or cell phone data is sent to the patient, and the name of the local health department representative who authorized and provided the digital gift card or cell phone data to the patient. Original copies of the written and digital logs must be made available for review by the Division Contractor Administrator or designee during the required annual monitoring visit.

V. Performance Monitoring and Quality Assurance:

This Activity 168 will be monitored by the monitoring team for Women's Health Branch in connection with its Activity 101 Maternal Health.

VI. Funding Guidelines or Restrictions:

A. Requirements for pass-through entities: In compliance with 2 CFR §200.331 – *Requirements for pass-through entities*, the Division of Public Health provides Federal Award Reporting Supplements to the Local Health Department receiving federally funded Agreement Addenda.

1. **Definition:** A Supplement discloses the required elements of a single federal award. Supplements address elements of federal funding sources only; state funding elements will not be included in the Supplement. Agreement Addenda (AAs) funded by more than one federal award will receive a disclosure Supplement for each federal award.

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Supplement reason: In AA+BE or AA+BE Rev -OR- -

CFDA #: 93.110 Federal awd date: 9/3/2019 Is award R&D? no FAIN: 1U7AMC33712-01-11 Total amount of fed awd: \$ 2,104,678

CFDA name: State Maternal Health Innovation Program	Fed award project description: State Maternal Health Innovation Program
	Fed awarding agency: DHHS, Health Resources and Services Administration Federal award indirect cost rate: n/a %

Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity	Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity
Alamance	965194483	=	=	Jackson	019728518	\$7500	\$7500
Albemarle	130537822	=	=	Johnston	097599104	\$7500	\$7500
Alexander	030495105	\$7500	\$7500	Jones	095116935	=	=
Anson	847163029	=	=	Lee	067439703	\$7500	\$7500
Appalachian	780131541	=	=	Lenoir	042789748	=	=
Beaufort	091567776	=	=	Lincoln	086869336	=	=
Bladen	084171628	=	=	Macon	070626825	=	=
Brunswick	091571349	\$7500	\$7500	Madison	831052873	=	=
Buncombe	879203560	=	=	MTW	087204173	=	=
Burke	883321205	=	=	Mecklenburg	074498353	=	=
Cabarrus	143408289	=	=	Montgomery	025384603	\$7500	\$7500
Caldwell	948113402	=	=	Moore	050988146	=	=
Carteret	058735804	\$7500	\$7500	Nash	050425677	\$7500	\$7500
Caswell	077846053	\$7500	\$7500	New Hanover	040029563	=	=
Catawba	083677138	=	=	Northampton	097594477	=	=
Chatham	131356607	\$7500	\$7500	Onslow	172663270	=	=
Cherokee	130705072	\$7500	\$7500	Orange	139209659	=	=
Clay	145058231	=	=	Pamlico	097600456	=	=
Cleveland	879924850	=	=	Pender	100955413	\$7500	\$7500
Columbus	040040016	\$7500	\$7500	Person	091563718	=	=
Craven	091564294	=	=	Pitt	080889694	=	=
Cumberland	123914376	=	=	Polk	079067930	=	=
Dare	082358631	=	=	Randolph	027873132	=	=
Davidson	077839744	=	=	Richmond	070621339	=	=
Davie	076526651	=	=	Robeson	082367871	=	=
Duplin	095124798	\$7500	\$7500	Rockingham	077847143	=	=
Durham	088564075	\$7500	\$7500	Rowan	074494014	\$7500	\$7500
Edgecombe	093125375	=	=	Sampson	825573975	\$7500	\$7500
Foothills	782359004	=	=	Scotland	091564146	=	=
Forsyth	105316439	=	=	Stanly	131060829	=	=
Franklin	084168632	=	=	Stokes	085442705	=	=
Gaston	071062186	=	=	Surry	077821858	=	=
Graham	020952383	=	=	Swain	146437553	=	=
Granville-Vance	063347626	\$10,000	\$10,000	Toe River	113345201	\$20,000	\$20,000
Greene	091564591	=	=	Transylvania	030494215	=	=
Guilford	071563613	\$7500	\$7500	Union	079051637	=	=
Halifax	014305957	=	=	Wake	019625961	=	=
Harnett	091565986	=	=	Warren	030239953	=	=
Haywood	070620232	=	=	Wayne	040036170	=	=
Henderson	085021470	=	=	Wilkes	067439950	=	=
Hoke	091563643	\$7500	\$7500	Wilson	075585695	=	=
Hyde	832526243	=	=	Yadkin	089910624	=	=
Iredell	074504507	=	=				

DPH-Aid-To-Counties

For Fiscal Year: 20/21

Budgetary Estimate Number : 0

Activity 168	AA	13A1 588A MZ	Proposed Total	New Total
Service Period		08/01-09/29		
Payment Period		09/01-10/31		
01 Alamance		0	0	0
D1 Albemarle		0	0	0
02 Alexander	* 0	7,500	7,500	7,500
04 Anson		0	0	0
D2 Appalachian		0	0	0
07 Beaufort		0	0	0
09 Bladen		0	0	0
10 Brunswick	* 0	7,500	7,500	7,500
11 Buncombe		0	0	0
12 Burke		0	0	0
13 Cabarrus		0	0	0
14 Caldwell		0	0	0
16 Carteret	* 0	7,500	7,500	7,500
17 Caswell	* 0	7,500	7,500	7,500
18 Catawba		0	0	0
19 Chatham	* 0	7,500	7,500	7,500
20 Cherokee	* 0	7,500	7,500	7,500
22 Clay		0	0	0
23 Cleveland		0	0	0
24 Columbus	* 0	7,500	7,500	7,500
25 Craven		0	0	0
26 Cumberland		0	0	0
28 Dare		0	0	0
29 Davidson		0	0	0
30 Davie		0	0	0
31 Duplin	* 0	7,500	7,500	7,500
32 Durham	* 0	7,500	7,500	7,500
33 Edgecombe		0	0	0
D7 Foothills		0	0	0
34 Forsyth		0	0	0
35 Franklin		0	0	0
36 Gaston		0	0	0
38 Graham		0	0	0
D3 Gran-Vance	* 0	10,000	10,000	10,000
40 Greene		0	0	0
41 Guilford	* 0	7,500	7,500	7,500
42 Halifax		0	0	0
43 Harnett		0	0	0
44 Haywood		0	0	0
45 Henderson		0	0	0
46 Hertford		0	0	0
47 Hoke	* 0	7,500	7,500	7,500
48 Hyde		0	0	0
49 Iredell		0	0	0

50 Jackson	* 0	7,500	7,500	7,500
51 Johnston	* 0	7,500	7,500	7,500
52 Jones		0	0	0
53 Lee	* 0	7,500	7,500	7,500
54 Lenoir		0	0	0
55 Lincoln		0	0	0
56 Macon		0	0	0
57 Madison		0	0	0
D4 M-T-W		0	0	0
60 Mecklenburg		0	0	0
62 Montgomery	* 0	7,500	7,500	7,500
63 Moore		0	0	0
64 Nash	* 0	7,500	7,500	7,500
65 New Hanover		0	0	0
66 Northampton		0	0	0
67 Onslow		0	0	0
68 Orange		0	0	0
69 Pamlico		0	0	0
71 Pender	* 0	7,500	7,500	7,500
73 Person		0	0	0
74 Pitt		0	0	0
75 Polk		0	0	0
76 Randolph		0	0	0
77 Richmond		0	0	0
78 Robeson		0	0	0
79 Rockingham		0	0	0
80 Rowan	* 0	7,500	7,500	7,500
D5 R-P-M		0	0	0
82 Sampson	* 0	7,500	7,500	7,500
83 Scotland		0	0	0
84 Stanly		0	0	0
85 Stokes		0	0	0
86 Surry		0	0	0
87 Swain		0	0	0
D6 Toe River	* 0	20,000	20,000	20,000
88 Transylvania		0	0	0
90 Union		0	0	0
92 Wake		0	0	0
93 Warren		0	0	0
96 Wayne		0	0	0
97 Wilkes		0	0	0
98 Wilson		0	0	0
99 Yadkin		0	0	0
Totals		172,500	172,500	172,500

DocuSigned by:
 Sign and Date - DPH Program Administrator
Shelby Weeks 8/5/2020 | 3:40 PM EDT
342E7CB8C342405

DocuSigned by:
 Sign and Date - DPH Section Chief
Sarah Dazier
278214483754887

Sign and Date - DPH Contracts Office
Gremeko Stuart 8/5/2020

Sign and Date - DPH Budget Officer
Pamela J Allen 8/5/2020

bgb 8/5/2020

Carteret County

AS400

Budget Amendment

Fiscal Year 2020-2021

Department: Health

Date: 9/11/2020

Justification: Requesting to accept Maternal Health Innovation mini-grant funding. The funds will be used to purchase laptops for staff and cover telehealth related expenses for the agency and patients.

Fund	Revenue or Expense	Description: Account Name	Account Number (County General Ledger)	Increase	Decrease
General Fund	Revenues				
	Health Center	State Maternal Health	110.50.3515.301	7,500	
Total Increase in Revenues				<u>7,500</u>	<u>-</u>
Expenditures					
	Health Center	Small Equipment	110.50.5110.28000	3,804	
	Health Center	Supplies	110.50.5110.20000	2,520	
	Health Center	Dues and Subscriptions	110.50.5110.49100	1,176	
Total Increase Expenditures				<u>7,500</u>	<u>-</u>

Department Head Approval: _____

Finance Approval: _____

Approval County Manager: _____

IV. Consent Agenda

4. Request to Accept Additional Funding—Agreement Addendum 415, WIC Breastfeeding Peer Counselor, and Approval of Corresponding Budget Amendment: \$5,000

CARTERET COUNTY DEPARTMENT OF HUMAN SERVICES

Cindy P. Holman
Consolidated Human Services Director
cindy.holman@carteretcountync.gov



Clinton W. Lewis
DSS Director
Consolidated Human Services Deputy Director
clint.lewis@carteretcountync.gov

Stephanie M. Cannon, MPA
Health Director
Consolidated Human Services Deputy Director
stephanie.cannon@carteretcountync.gov

To: Carteret County Board of Commissioners

From: Stephanie Cannon
Health Director

Date: September 15, 2020

Subject: Request to Accept Additional Funding – Agreement Addendum 415, WIC Breastfeeding Peer Counselor, \$5,000

Breastfeeding promotion and support are required components of the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) Program. The North Carolina WIC Program strives to increase the incidence and duration of breastfeeding among women enrolled in the Program. The Carteret County Health Department has been awarded a total of \$15,000 to support the Breastfeeding Peer Counselor Program, \$5,000 greater than the budgeted amount. The funding will be used to support the Breastfeeding Peer Counselor position.

We request the Board's approval to accept this funding. Should you have any questions, please contact me. Copy of the budget amendment and Agreement Addendum are attached.



Department of Social Services — 210 Craven Street • PO Box 779 • Beaufort, NC 28516
Tel (252) 728-3181 / Main Fax (252) 648-7462 / Legal Unit Fax (252) 648-7463

Public Health Department — 3820-A Bridges Street • Morehead City, NC 28557
Tel (252) 728-8550 / Fax (252) 222-7739



Division of Public Health

Agreement Addendum

FY 20-21

Carteret County Health Department
Local Health Department Legal Name

Women's and Children's Health Section
 Nutrition Services Branch
DPH Section / Branch Name

415 Breastfeeding Peer Counselor Program
Activity Number and Description

Sheila J. Hirt, (919) 707-5793
 sheila.hirt@dhhs.nc.gov
DPH Program Contact
 (name, phone number, and email)

06/01/2020 – 05/31/2021
Service Period

DPH Program Signature **Date**
 (only required for a negotiable agreement addendum)

07/01/2020 – 06/30/2021
Payment Period

- Original Agreement Addendum**
 Agreement Addendum Revision # _____

I. Background:

Exclusive breastfeeding is the normative standard for infant and child nutrition. It is universally endorsed by the world's health and scientific community as the standard way to feed infants and children. Breastfeeding provides immediate and lifelong nutrition and health benefits for both mother and child, as well as larger economic, environmental and social benefits to families and communities. Additional information is available in the document *Promoting, Protecting and Supporting Breastfeeding: A North Carolina Blueprint for Action*. (<https://www.nutritionnc.com/breastfeeding/docs/NCBreastfeedingBlueprintStatusUpdateDecember2011.pdf>)

The Healthy People 2020 objectives launched by the US Department of Health and Human Services, while general in nature, has target areas where action must be taken. The Women's and Children's Health Section has proceeded in accordance with the Healthy People 2020 objectives and has the goal to increase and sustain the proportion of North Carolina mothers who initiate breastfeeding to 81.9% and who breastfeed their infants at 6 months to 60.6%. North Carolina fails to meet the objectives in the areas of breastfeeding exclusivity and duration. Breastfeeding promotion and support are required components of the Special Supplemental Nutrition Program for Women, Infants and Children (WIC) Program. The North Carolina WIC Program strives to increase the incidence and duration of breastfeeding among women enrolled in the Program. One of the most effective methods for supporting breastfeeding is the use of Breastfeeding Peer Counselors (BFPC).

North Carolina receives special funding from the United States Department of Agriculture (USDA) to build and sustain Breastfeeding Peer Counselor Programs in the local health departments. WIC Program Funding for the BFPC Program is allocated through the USDA, Special Supplemental Nutrition Program for WIC, Award NC700705, 7 CFR 246, CFDA 10.557.

 Health Director Signature (use blue ink)

 Date

Local Health Department to complete: (If follow-up information is needed by DPH)	LHD program contact name: _____ Phone number with area code: _____ Email address: _____
---	---

Signature on this page signifies you have read and accepted all pages of this document.

II. Purpose:

This Activity is to increase breastfeeding initiation and duration among women participating in the Local Health Department WIC Program through enrollment in mother-to-mother peer breastfeeding support.

III. Scope of Work and Deliverables:

The Local Health Department shall:

Implementation

1. Implement a BFPC Program in accordance with policy and procedures outlined in the *North Carolina WIC Program Manual* available at <https://www.nutritionnc.com/wic/crossroads.htm#wicmanual>.

BFPC Program services are delivered to women enrolled in the BFPC Program and the Local Health Department WIC Program. According to the Centers for Disease Control and Prevention's *Guide to Strategies to Support Breastfeeding Mothers and Babies*, critical factors for successful BFPC Programs are:

- a. leadership and support from management staff
- b. standardized and timely initial and ongoing training
- c. access to designated breastfeeding experts within the Local Health Department, and
- d. community partnerships for making and receiving referrals

Staffing

2. Hire one full-time equivalent (FTE) Breastfeeding Peer Counselor per 1,000 prenatal and breastfeeding *participants* served by the Local Health Department.

Breastfeeding Peer Counselors are mothers who have personal experience with breastfeeding and are trained to provide information, encouragement, and support to pregnant and breastfeeding women. Breastfeeding Peer Counselor provide the required contacts (defined in Paragraphs 8 and 9 below) during the prenatal and postpartum period when new mothers are vulnerable to the early cessation of breastfeeding. This mother-to-mother support is an essential component to assuring the success of a breastfeeding promotion and support program. Designate one staff member who has dedicated time to oversee the BFPC Program to act as the BFPC Program Manager.

Training

3. Ensure that all its Breastfeeding Peer Counselors successfully complete the North Carolina Breastfeeding Peer Counselor Core Training prior to providing BFPC Program services.
4. Ensure that its BFPC Program Manager and Breastfeeding Peer Counselors participate in all required Breastfeeding Peer Counselor Program Quarterly Continuing Education training sponsored by the Nutrition Services Branch.
5. Ensure that its Breastfeeding Peer Counselors successfully complete units one through four of the Breastfeeding Supplies Competency Training within one year of completing the North Carolina Breastfeeding Peer Counselor Core Training. If the Breastfeeding Peer Counselors issue breast pads, they will also successfully complete unit five.
6. Ensure that its BFPC Program Manager successfully completes all units of the Breastfeeding Supplies Competency Training, the North Carolina Lactation Educator Training Program, and the Breastfeeding Peer Counselor Program Managers' Core Training within one year from the date of assuming the role.

Breastfeeding Peer Counselor Program Contacts

7. Ensure that pregnant and breastfeeding women enrolled in WIC are offered the opportunity to enroll in the Local Health Department's Breastfeeding Peer Counselor Program.
8. Ensure pregnant women enrolled in WIC are contacted by the breastfeeding peer counselor within 30 days of requesting to receive Local Health Department's breastfeeding peer counselor program services.
9. Ensure breastfeeding women requesting Local Health Department's Breastfeeding Peer Counselor Program services are contacted by the breastfeeding peer counselor five times during the first four weeks postpartum.

Assurance of Civil Rights Compliance

10. Comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C.2000d et seq.), Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C.794), Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); Title II and Title III of the Americans with Disabilities Act (ADA) of 1990 as amended by the ADA Amendment Act of 2008 (42 U.S.C. 12131-12189) as implemented by Department of Justice regulations at (28 CFR Parts 35 and 36); Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency." (August 11, 2000), all provisions required by the implementing regulations of the U.S. Department of Agriculture (7 CFR Part 15 et seq); and FNS directives and guidelines to the effect that no person shall, on the ground of race, color, national origin, age, sex , or disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity for which Federal financial assistance is received for the administration of the WIC Program; and hereby gives assurances that it will immediately take measures necessary to effectuate this agreement.

By providing this assurance, the Local Health Department agrees to compile data, maintain records and submit records and reports as requested by the Nutrition Services Branch to permit effective enforcement of the nondiscrimination laws, and to permit the Nutrition Services Branch personnel during normal working hours to review and copy such records, books and accounts, access such facilities, and interview such personnel as needed to ascertain compliance with the non-discrimination laws. If there are any violations of this assurance, the Nutrition Services Branch shall have the right to seek judicial enforcement of this assurance.

This assurance is given in consideration of and for the purpose of obtaining any and all Federal financial assistance, grants, and loans of Federal funds, reimbursable expenditures, grant, or donation of Federal property and interest in property, the detail of Federal personnel, the sale and lease of, and the permission to use Federal property or interest in such property or the furnishing of services without consideration, or at a consideration that is reduced for the purpose of assisting the recipient, or any improvements made with Federal financial assistance extended to the Program applicant by USDA. This includes any Federal agreement, arrangement, or other contract that has as one of its purposes the provision of cash assistance for the purchase of food, and cash assistance for the purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreement made in this assurance.

Nondiscrimination Statement

11. To be in compliance with the USDA requirements, include the following nondiscrimination statement—with exact language—on all notifications and administrative forms that relate to program eligibility and certification:

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from

discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: How to File a Complaint, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: US Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

IV. **Performance Measures/Reporting Requirements:**

1. Performance Measures:

- a. Utilizing the Monthly Breastfeeding Activities Report that is available in Crossroads, increase the number of pregnant and breastfeeding women enrolled as participants in the Breastfeeding Peer Counselor Program and document each month's enrollment in the Breastfeeding Peer Counselor Monthly Report.
- b. Utilizing the Monthly Breastfeeding Activities Report that is available in Crossroads, increase the number of pregnant women who are contacted within 30 days of having enrolled in the Breastfeeding Peer Counseling Program and document the contacts each month in the Breastfeeding Peer Counselor Monthly Report.
- c. Utilizing the Monthly Breastfeeding Activities Report that is available in Crossroads, increase the number of breastfeeding women who receive the five required contacts during the first four weeks postpartum and document the contacts each month in the Breastfeeding Peer Counselor Monthly Report.

2. Reporting Requirements:

- a. Maintain documentation of each month's Breastfeeding Peer Counselor Monthly Report (available at: <https://www.nutritionnc.com/wic/wicLAR.htm>) and make this documentation available for review upon request and during the biennial comprehensive monitoring visit.
- b. Maintain documentation of the training received by the BFPC Program Manager, Breastfeeding Coordinator, and BFPC and make this documentation available for review upon request and during the biennial comprehensive monitoring visit.
- c. Maintain accurate monthly breastfeeding participation data in Crossroads by recording any changes to participant breastfeeding status during routine clinical visits.

V. Performance Monitoring and Quality Assurance:

1. Each month, the Local Health Department's BFPC Program Manager shall monitor the caseload of women participating in the BFPC Program and track the number of BFPC Program contacts made.
2. According to federal regulations, the Nutrition Services Branch is required to conduct a comprehensive monitoring visit of each WIC agency every two years. If areas of concern are found, the WIC agency is required to write a corrective action plan, which is reviewed and approved by the Nutrition Services Branch staff who monitored the WIC agency. The BFPC Program will be monitored during these visits and additional follow-up visits will occur if a corrective action plan is put into place.
3. A Nutrition Program Consultant shall follow up on implementation of the corrective action plan within six months of the initial site visit. In order to close the corrective action plan, a Nutrition Program Consultant will follow up to verify full implementation of the corrective action plan. If the Local Health Department is deemed out of compliance, program staff shall provide technical assistance, and funds may be withheld until the Local Health Department is back in compliance with deliverables.
4. In the year between the Nutrition Services Branch's comprehensive monitoring visits, the Local Health Department's local WIC agency shall conduct a comprehensive self-assessment of the BFPC Program. If areas of concern are found, the WIC agency shall develop a corrective action plan. If created, this corrective action plan is to be provided by the Local Health Department to the Nutrition Services Branch staff for the Branch to review and approve, and then assess at a later date to ensure its full implementation.

VI. Funding Guidelines or Restrictions:

1. Requirements for pass-through entities: In compliance with 2 CFR §200.331 – *Requirements for pass-through entities*, the Division provides Federal Award Reporting Supplements to the Local Health Department receiving federally funded Agreement Addenda.
 - a. Definition: A Supplement discloses the required elements of a single federal award. Supplements address elements of federal funding sources only; state funding elements will not be included in the Supplement. Agreement Addenda (AAs) funded by more than one federal award will receive a disclosure Supplement for each federal award.
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2. The Local Health Department is required to follow the requirements for use of funds consistent with BFPC Program's fiscal policy outlined in the North Carolina WIC Program Manual. This policy should be referenced when determining allowable costs for this program.
3. The Local Health Department shall develop a process for monitoring spending in an effort to avoid lapsing funds. At the discretion of the Head of Nutrition Services Branch, voluntary recovery of unspent funds may be requested to support increased availability of future year BFPC Program allocation funds.

4. The Local Health Department is required to submit for reimbursement within the timeframes using priorities as described below:

Priority	RCC Code	Service Period	Final Reconciliation Date
1	570C	June 1, 2020 – September 30, 2020	November 30, 2020
2	570E	June 1, 2020 – May 31, 2021	June 30, 2021

FY21 Activity: 415 Breastfeeding Per Counselor Program

Supplement 1

Supplement reason: In AA+BE or AA+BE Rev -OR- -

CFDA #: 10.557 Federal awd date: 10/01/17 Is award R&D? no FAIN: 18185NC705W5003 Total amount of fed awd: \$ 1,909,901

CFDA Special Supplemental Nutrition Program for name: Women, Infants and Children	Fed award project description: Women Infants & Children		
	Fed awarding agency: USDA, Food and Nutrition Service	Federal award indirect cost rate: n/a	% %

Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity	Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity
Alamance	965194483	\$2,049	\$38,160	Jackson	019728518	\$806	\$15,000
Albemarle	130537822	\$1,675	\$31,200	Johnston	097599104	\$1,824	\$33,960
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Anson	847163029	\$806	\$15,000	Lee	067439703	\$806	\$15,000
Appalachian	780131541	\$825	\$15,360	Lenoir	042789748	\$841	\$15,660
Beaufort	091567776	\$806	\$15,000	Lincoln	086869336	\$806	\$15,000
Bladen	084171628	\$806	\$15,000	Macon	070626825	\$806	\$15,000
Brunswick	091571349	\$1,160	\$21,600	Madison	831052873	\$806	\$15,000
Buncombe	879203560	\$2,523	\$46,980	MTW	087204173	\$806	\$15,000
Burke	883321205	\$996	\$18,540	Mecklenburg	074498353	\$10,206	\$192,360
Cabarrus	143408289	\$1,795	\$33,420	Montgomery	025384603	\$806	\$15,000
Caldwell	948113402	\$954	\$17,760	Moore	050988146	\$847	\$15,780
Carteret	058735804	\$806	\$15,000	Nash	050425677	\$1,253	\$23,340
Caswell	077846053	\$806	\$15,000	New Hanover	040029563	\$1,837	\$34,200
Catawba	083677138	\$1,895	\$35,280	Northampton	097594477	\$806	\$15,000
Chatham	131356607	=	=	Onslow	172663270	\$3,779	\$70,380
Cherokee	130705072	\$806	\$15,000	Orange	139209659	=	=
Clay	145058231	\$806	\$15,000	Pamlico	097600456	\$806	\$15,000
Cleveland	879924850	\$1,550	\$28,860	Pender	100955413	\$806	\$15,000
Columbus	040040016	\$806	\$15,000	Person	091563718	\$806	\$15,000
Craven	091564294	\$1,392	\$25,920	Pitt	080889694	\$2,136	\$39,780
Cumberland	123914376	\$6,402	\$119,220	Polk	079067930	\$806	\$15,000
Dare	082358631	\$806	\$15,000	Randolph	027873132	\$1,627	\$30,300
Davidson	077839744	\$1,669	\$31,080	Richmond	070621339	\$851	\$15,840
Davie	076526651	\$806	\$15,000	Robeson	082367871	\$1,833	\$34,140
Duplin	095124798	\$941	\$17,520	Rockingham	077847143	\$1,054	\$19,620
Durham	088564075	=	=	Rowan	074494014	\$1,224	\$22,800
Edgecombe	093125375	\$806	\$15,000	RPM	782359004	=	=
Foothills	782359004	\$1,498	\$27,900	Sampson	825573975	\$847	\$15,780
Forsyth	105316439	\$4,720	\$87,900	Scotland	091564146	\$806	\$15,000
Franklin	084168632	\$806	\$15,000	Stanly	131060829	\$806	\$15,000
Gaston	071062186	\$2,220	\$41,340	Stokes	085442705	\$806	\$15,000
Graham	020952383	=	=	Surry	077821858	\$806	\$15,000
Granville-Vance	063347626	\$1,308	\$24,360	Swain	146437553	\$806	\$15,000
Greene	091564591	\$806	\$15,000	Toe River	113345201	\$806	\$15,000
Guilford	071563613	\$7,327	\$136,440	Transylvania	030494215	\$806	\$15,000
Halifax	014305957	\$806	\$15,000	Union	079051637	\$1,492	\$27,780
Harnett	091565986	\$1,424	\$26,520	Wake	019625961	\$10,194	\$189,840
Haywood	070620232	\$806	\$15,000	Warren	030239953	\$806	\$15,000
Henderson	085021470	\$1,089	\$20,280	Wayne	040036170	\$2,365	\$44,040
Hoke	091563643	\$992	\$18,480	Wilkes	067439950	\$847	\$15,780
Hyde	832526243	\$806	\$15,000	Wilson	075585695	\$1,095	\$20,400
Iredell	074504507	\$1,408	\$26,220	Yadkin	089910624	\$806	\$15,000

FY21 Activity: 415 Breastfeeding Per Counselor Program

Supplement 2

Supplement reason: In AA+BE or AA+BE Rev -OR- -

CFDA #: 10.557 Federal awd date: 10/01/19 Is award R&D? no FAIN: 20205NC705W5003 Total amount of fed awd: \$ 2,929,109

CFDA Special Supplemental Nutrition Program for name: Women, Infants and Children	Fed award project description: Women Infants & Children	Federal award indirect cost rate: n/a	%
	Fed awarding agency: USDA, Food and Nutrition Service		

Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity	Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity
Alamance	965194483	\$36,111	\$38,160	Jackson	019728518	\$14,194	\$15,000
Albemarle	130537822	\$29,525	\$31,200	Johnston	097599104	\$32,136	\$33,960
Alexander	030495105	\$14,194	\$15,000	Jones	095116935	\$14,194	\$15,000
Anson	847163029	\$14,194	\$15,000	Lee	067439703	\$14,194	\$15,000
Appalachian	780131541	\$14,535	\$15,360	Lenoir	042789748	\$14,819	\$15,660
Beaufort	091567776	\$14,194	\$15,000	Lincoln	086869336	\$14,194	\$15,000
Bladen	084171628	\$14,194	\$15,000	Macon	070626825	\$14,194	\$15,000
Brunswick	091571349	\$20,440	\$21,600	Madison	831052873	\$14,194	\$15,000
Buncombe	879203560	\$44,457	\$46,980	MTW	087204173	\$14,194	\$15,000
Burke	883321205	\$17,544	\$18,540	Mecklenburg	074498353	\$182,154	\$192,360
Cabarrus	143408289	\$31,625	\$33,420	Montgomery	025384603	\$14,194	\$15,000
Caldwell	948113402	\$16,806	\$17,760	Moore	050988146	\$14,933	\$15,780
Carteret	058735804	\$14,194	\$15,000	Nash	050425677	\$22,087	\$23,340
Caswell	077846053	\$14,194	\$15,000	New Hanover	040029563	\$32,363	\$34,200
Catawba	083677138	\$33,385	\$35,280	Northampton	097594477	\$14,194	\$15,000
Chatham	131356607	=	=	Onslow	172663270	\$66,601	\$70,380
Cherokee	130705072	\$14,194	\$15,000	Orange	139209659	=	=
Clay	145058231	\$14,194	\$15,000	Pamlico	097600456	\$14,194	\$15,000
Cleveland	879924850	\$27,310	\$28,860	Pender	100955413	\$14,194	\$15,000
Columbus	040040016	\$14,194	\$15,000	Person	091563718	\$14,194	\$15,000
Craven	091564294	\$24,528	\$25,920	Pitt	080889694	\$37,644	\$39,780
Cumberland	123914376	\$112,818	\$119,220	Polk	079067930	\$14,194	\$15,000
Dare	082358631	\$14,194	\$15,000	Randolph	027873132	\$28,673	\$30,300
Davidson	077839744	\$29,411	\$31,080	Richmond	070621339	\$14,989	\$15,840
Davie	076526651	\$14,194	\$15,000	Robeson	082367871	\$32,307	\$34,140
Duplin	095124798	\$16,579	\$17,520	Rockingham	077847143	\$18,566	\$19,620
Durham	088564075	=	=	Rowan	074494014	\$21,576	\$22,800
Edgecombe	093125375	\$14,194	\$15,000	RPM	782359004	=	=
Foothills	782359004	\$26,402	\$27,900	Sampson	825573975	\$14,933	\$15,780
Forsyth	105316439	\$83,180	\$87,900	Scotland	091564146	\$14,194	\$15,000
Franklin	084168632	\$14,194	\$15,000	Stanly	131060829	\$14,194	\$15,000
Gaston	071062186	\$39,120	\$41,340	Stokes	085442705	\$14,194	\$15,000
Graham	020952383	=	=	Surry	077821858	\$14,194	\$15,000
Granville-Vance	063347626	\$23,052	\$24,360	Swain	146437553	\$14,194	\$15,000
Greene	091564591	\$14,194	\$15,000	Toe River	113345201	\$14,194	\$15,000
Guilford	071563613	\$129,113	\$136,440	Transylvania	030494215	\$14,194	\$15,000
Halifax	014305957	\$14,194	\$15,000	Union	079051637	\$26,288	\$27,780
Harnett	091565986	\$25,096	\$26,520	Wake	019625961	\$179,646	\$189,840
Haywood	070620232	\$14,194	\$15,000	Warren	030239953	\$14,194	\$15,000
Henderson	085021470	\$19,191	\$20,280	Wayne	040036170	\$41,675	\$44,040
Hoke	091563643	\$17,488	\$18,480	Wilkes	067439950	\$14,933	\$15,780
Hyde	832526243	\$14,194	\$15,000	Wilson	075585695	\$19,305	\$20,400
Iredell	074504507	\$24,812	\$26,220	Yadkin	089910624	\$14,194	\$15,000

DPH-Aid-To-Counties

For Fiscal Year: 20/21

Budgetary Estimate Number : 0

Activity 415	AA	13A2 570C JQ	13A2 570E JQ	Proposed Total	New Total
Service Period		06/01-09/30	06/01-05/31		
Payment Period		07/01-11/30	07/01-06/30		
01 Alamance		0	0	0	38,160
D1 Albemarle		0	0	0	31,200
02 Alexander		0	0	0	15,000
04 Anson		0	0	0	15,000
D2 Appalachian		0	0	0	15,360
07 Beaufort		0	0	0	15,000
09 Bladen		0	0	0	15,000
10 Brunswick		0	0	0	21,600
11 Buncombe		0	0	0	46,980
12 Burke		0	0	0	18,540
13 Cabarrus		0	0	0	33,420
14 Caldwell		0	0	0	17,760
16 Carteret		0	0	0	15,000
17 Caswell		0	0	0	15,000
18 Catawba		0	0	0	35,280
19 Chatham		0	0	0	0
20 Cherokee		0	0	0	15,000
22 Clay		0	0	0	15,000
23 Cleveland		0	0	0	28,860
24 Columbus		0	0	0	15,000
25 Craven		0	0	0	25,920
26 Cumberland		0	0	0	119,220
28 Dare		0	0	0	15,000
29 Davidson		0	0	0	31,080
30 Davie		0	0	0	15,000
31 Duplin		0	0	0	17,520
32 Durham		0	0	0	0
33 Edgecombe		0	0	0	15,000
D7 Foothills		0	0	0	27,900
34 Forsyth		0	0	0	87,900
35 Franklin		0	0	0	15,000
36 Gaston		0	0	0	41,340
38 Graham		0	0	0	0
D3 Gran-Vance		0	0	0	24,360
40 Greene		0	0	0	15,000
41 Guilford		0	0	0	136,440
42 Halifax		0	0	0	15,000
43 Harnett		0	0	0	26,520
44 Haywood		0	0	0	15,000
45 Henderson		0	0	0	20,280
46 Hertford		0	0	0	0
47 Hoke		0	0	0	18,480
48 Hyde		0	0	0	15,000
49 Iredell		0	0	0	26,220
50 Jackson		0	0	0	15,000

51 Johnston		0	0	0	33,960
52 Jones		0	0	0	15,000
53 Lee		0	0	0	15,000
54 Lenoir		0	0	0	15,660
55 Lincoln		0	0	0	15,000
56 Macon		0	0	0	15,000
57 Madison		0	0	0	15,000
D4 M-T-W		0	0	0	15,000
60 Mecklenburg		0	0	0	192,360
62 Montgomery		0	0	0	15,000
63 Moore		0	0	0	15,780
64 Nash		0	0	0	23,340
65 New Hanover		0	0	0	34,200
66 Northampton		0	0	0	15,000
67 Onslow		0	0	0	70,380
68 Orange		0	0	0	0
69 Pamlico		0	0	0	15,000
71 Pender		0	0	0	15,000
73 Person		0	0	0	15,000
74 Pitt		0	0	0	39,780
75 Polk		0	0	0	15,000
76 Randolph		0	0	0	30,300
77 Richmond		0	0	0	15,840
78 Robeson		0	0	0	34,140
79 Rockingham		0	0	0	19,620
80 Rowan		0	0	0	22,800
D5 R-P-M		0	0	0	0
82 Sampson		0	0	0	15,780
83 Scotland		0	0	0	15,000
84 Stanly		0	0	0	15,000
85 Stokes		0	0	0	15,000
86 Surry		0	0	0	15,000
87 Swain		0	0	0	15,000
D6 Toe River		0	0	0	15,000
88 Transylvania		0	0	0	15,000
90 Union		0	0	0	27,780
92 Wake		0	0	0	189,840
93 Warren		0	0	0	15,000
96 Wayne		0	0	0	44,040
97 Wilkes		0	0	0	15,780
98 Wilson		0	0	0	20,400
99 Yadkin		0	0	0	15,000
Totals		0	0	0	2,337,120

Sign and Date - DPH Program Administrator <i>[Signature]</i> 4/20/2020	Sign and Date - DPH Section Chief <i>[Signature]</i> 4/20/2020 <i>as delegated by Kelly Kimple</i>
Sign and Date - DPH Contracts Administrator <i>[Signature]</i> 4/20/2020	Sign and Date - DPH Budget Officer <i>[Signature]</i> 4/20/2020

bgb 4/20/2020

Carteret County

AS400

Budget Amendment

Fiscal Year 2020-2021

Department: WIC

Date: 9/11/2020

Justification: Request to accept additional funding for the WIC Breast Feeding Peer Counselor position.

Fund	Revenue or Expense	Description: Account Name	Account Number (County General Ledger)	Increase	Decrease
General Fund	Revenues				
	WIC	St Cont WIC Breast Feeding	110.50.3515.307	5,000	
Total Increase in Revenues				<u>5,000</u>	<u>-</u>
Expenditures					
	WIC Client Services	Salaries	110.50.5155.12100	3,860	
	WIC Client Services	FICA	110.50.5155.18100	383	
	WIC Client Services	Retirement	110.50.5155.18200	508	
	WIC Client Services	401K Plan	110.50.5155.18700	250	
Total Increase Expenditures				<u>5,000</u>	<u>-</u>

Approval Chairman, Board of Commissioners _____

Date: _____

IV. Consent Agenda

5. Approval of \$210,000 Budget Amendment in Support of Bally's N.C. Department of Commerce Building Reuse Grant



TO: Rachel Hammer

FROM: Don Kirkman

DATE: September 14, 2020

SUBJ: Item for 10/19/20 BOC Consent Agenda

I have attached a proposed Budget Amendment (prepared by Cindy Mintz) to the Economic Development Department budget that I respectfully ask that you place on the Consent Agenda for the 10/19/20 Board of Commissioners meeting. The amendment is needed to move funds from the county's Economic Development Reserve fund balance to the Economic Development Department budget for the Project Icebox (Bally) NC Department of Commerce Building Reuse Grant that the Commissioners approved at their August meeting.

Thank you very much for your consideration, and please do not hesitate to contact me, Michele or Cindy if you have any questions.

cc: Michele Querry
Cindy Mintz

Carteret County

Budget Amendment

Fiscal Year 2020-2021

Department: EDC

Date: 10/19/2020

Justification: Appropriate NC Department of Commerce Grant funding for Bally's Building Reuse Program

Fund	Description	Account Number	Increase
General Fund	Revenues	NC Department of Commerce	200,000
		Reserved Econ. Dev. Fund Balance	10,000
	Total Increase in Revenues		<u>210,000</u>
General Fund	Economic Development - Bally Building Reuse	110.40.4900.69924	210,000
	Total Increase Expenditures		<u>210,000</u>

Approval Chairman, Board of Commissioners _____

Date:

IV. Consent Agenda

6. Approval of Resolution in Support of Cape Lookout National Seashore's Application for International Dark Sky Park Certification

Board of Commissioners

Bill Smith, Chair
Robin Comer, Vice-Chair
Bob Cavanaugh
Chris Chadwick
Jimmy Farrington
Mark Mansfield
Ed Wheatly



County Manager
Tommy R. Burns

Clerk to the Board
Rachel B. Hammer

**RESOLUTION
IN SUPPORT OF CAPE LOOKOUT NATIONAL SEASHORE'S
APPLICATION FOR INTERNATIONAL DARK SKY PARK CERTIFICATION**

WHEREAS, Cape Lookout National Seashore is one of the County's most popular tourism sites due to its pristine beaches, abundant wildlife and varied recreational and educational activities; and,

WHEREAS, Cape Lookout National Seashore is in the process of applying for certification as an International Dark Sky Park; and

WHEREAS, the International Dark Sky Park Certification promotes public education and astronomy-based recreation in parks, while improving energy efficiency and reduced operational costs through outdoor lighting upgrades that create economic opportunities for neighboring communities through astronomy-based tourism; and

WHEREAS, the Crystal Coast Stargazers provided a presentation to the Commissioners at their regular meeting on August 17, 2020, in support of the application and highlighted the effects of glare and light pollution; and

WHEREAS, the Board of Commissioners recognizes that the night sky is part of the cultural and scientific heritage of all humanity which should further be preserved and protected; and

NOW, THEREFORE, BE IT RESOLVED that the Carteret County Board of Commissioners endorses this initiative in support of International Dark Sky Park Certification for the Cape Lookout National Seashore.

ADOPTED, this the 19th day of October 2020.

William H. Smith, Chairman

Attest:

Rachel Hammer, Clerk to the Board

IV. Consent Agenda

7. Request to Accept Additional Funding—Agreement Addendum 403 Revision 3,
& Approval of Corresponding Budget Amendment: \$13,332

CARTERET COUNTY DEPARTMENT OF HUMAN SERVICES

Cindy P. Holman
Consolidated Human Services Director
cindy.holman@carteretcountync.gov



Clinton W. Lewis
DSS Director
Consolidated Human Services Deputy Director
clint.lewis@carteretcountync.gov

Stephanie M. Cannon, MPA
Health Director
Consolidated Human Services Deputy Director
stephanie.cannon@carteretcountync.gov

To: Carteret County Board of Commissioners

From: Stephanie Cannon
Health Director

Date: September 23, 2020

Subject: Request to Accept Additional Funding – Agreement Addendum 403, WIC Revision 3, \$13,332

The Women, Infants, and Children (WIC) Program is designed to provide food to low-income pregnant, postpartum and breastfeeding women and their infants and children until the age of five. This program offers a combination of nutrition education, supplemental foods, breastfeeding promotion and support, as well as referrals for health care. The WIC Program has proven effective in preventing and improving nutrition related health problems within its population.

The Agreement Addendum Revision #3 provides additional funding in the amount of \$13,332 to the Carteret County Health Department as its average monthly participation has risen above 100% of the base caseload assignment for SFY20-21. This funding increase will allow the agency to serve additional participants from October through May, and enhances its ability to continue with the objective of the Special Supplemental Nutrition Program for WIC, which is to provide supplemental nutritious foods, nutrition education, and referrals to health care for low-income persons during critical periods of growth and development.

We request the Board's approval to accept this funding. Should you have any questions, please contact me. Copy of the budget amendment and Agreement Addendum are attached.



Department of Social Services — 210 Craven Street • PO Box 779 • Beaufort, NC 28516
Tel (252) 728-3181 / Main Fax (252) 648-7462 / Legal Unit Fax (252) 648-7463

Public Health Department — 3820-A Bridges Street • Morehead City, NC 28557
Tel (252) 728-8550 / Fax (252) 222-7739



Division of Public Health

Agreement Addendum

FY 20-21

Carteret County Health Department
Local Health Department Legal Name

403 WIC
Activity Number and Description

06/01/2020 – 05/31/2021
Service Period

07/01/2020 – 06/30/2021
Payment Period

- Original Agreement Addendum
 Agreement Addendum Revision # 3

Women's and Children's Health Section /
 Nutrition Services Branch
DPH Section / Branch Name

Lisa D. Dupree, (919) 707-5807
 Lisa.Dupree@dhhs.nc.gov
DPH Program Contact
 (name, phone number, and email)

DPH Program Signature **Date**
 (only required for a negotiable agreement addendum)

I. Background:

No change.

II. Purpose:

This Agreement Addendum Revision #3 provides additional funds to the Local Health Department as its average monthly participation has risen above 100% of the base caseload assignment for SFY20-21 defined on the original Agreement Addendum's Attachment A. This funding increase will allow the Local Health Department to serve additional participants from October through May, and enhances its ability to continue with the objective of the Special Supplemental Nutrition Program for WIC, which is to provide supplemental nutritious foods, nutrition education, and referrals to health care for low-income persons during critical periods of growth and development.

III. Scope of Work and Deliverables:

No change.

IV. Performance Measures/Reporting Requirements:

As of October 1, 2020, this Agreement Addendum, Revision #3 replaces Subparagraph 2 under Paragraph A with the following:

2. From October 1, 2020 through May 31, 2021, the base caseload for the Local Health Department's local WIC agency has been updated and is provided in this Agreement Addendum Revision #3's Attachment A-2.

Health Director Signature _____ (use blue ink) Date _____

Local Health Department to complete: (If follow-up information is needed by DPH)	LHD program contact name: _____ Phone number with area code: _____ Email address: _____
---	---

Signature on this page signifies you have read and accepted all pages of this document.

V. **Performance Monitoring and Quality Assurance:**

No change.

VI. **Funding Guidelines or Restrictions:**

As of October 1, 2020, this Agreement Addendum Revision #3 adds Paragraph 8, as follows:

8. Additional funds have been placed in the 'Client Services' category of the WIC budget. This funding is delineated by the code "GB" and shall be to serve additional WIC participants during the period of October 1, 2020 through May 31, 2021. If the Local Health Department chooses to further distribute funds among the four WIC activities, adhering to threshold requirements, it may do so by completing a budgetary realignment request and submitting it to the Nutrition Services Branch's State Office.

Supplement reason: In AA+BE or AA+BE Rev -OR- -

CFDA #: 10.557 Federal awd date: 10/1/19 Is award R&D? no FAIN: 205NC705W1003 Total amount of fed awd: \$ 54,533,134

CFDA Special Supplemental Nutrition Program for name: Women, Infants and Children	Fed award project description: Women, Infants & Children (2 Year)	Fed award indirect cost rate: n/a	%
	Fed awarding agency: USDA, Food and Nutrition Service		%

Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity	Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity
Alamance	965194483	20,064	\$766,326	Jackson	019728518	264	\$188,715
Albemarle	130537822	660	\$786,534	Johnston	097599104	24,288	\$809,650
Alexander	030495105	4,752	\$143,484	Jones	095116935	1,188	\$46,035
Anson	847163029	8,712	\$151,668	Lee	067439703	4,620	\$343,080
Appalachian	780131541	3,696	\$317,956	Lenoir	042789748	8,844	\$423,070
Beaufort	091567776	12,012	\$301,835	Lincoln	086869336	5,016	\$319,759
Bladen	084171628	4,092	\$213,960	Macon	070626825	2,508	\$190,014
Brunswick	091571349	6,072	\$547,675	Madison	831052873	5,940	\$91,086
Buncombe	879203560	13,332	\$851,736	MTW	087204173	4,752	\$273,606
Burke	883321205	14,124	\$450,675	Mecklenburg	074498353	146,520	\$3,959,316
Cabarrus	143408289	20,724	\$678,137	Montgomery	025384603	4,752	\$181,544
Caldwell	948113402	8,580	\$385,956	Moore	050988146	8,580	\$339,900
Carteret	058735804	13,332	\$252,616	Nash	050425677	=	\$555,595
Caswell	077846053	1,320	\$101,706	New Hanover	040029563	34,584	\$615,188
Catawba	083677138	13,068	\$720,060	Northampton	097594477	3,828	\$107,967
Chatham	131356607	=	=	Onslow	172663270	23,892	\$1,329,768
Cherokee	130705072	4,488	\$191,296	Orange	139209659	=	=
Clay	145058231	2,376	\$53,314	Pamlico	097600456	2,772	\$57,948
Cleveland	879924850	20,196	\$582,291	Pender	100955413	3,696	\$288,372
Columbus	040040016	19,140	\$311,483	Person	091563718	=	\$192,770
Craven	091564294	9,636	\$540,495	Pitt	080889694	26,928	\$893,649
Cumberland	123914376	44,484	\$2,411,310	Polk	079067930	2,640	\$47,520
Dare	082358631	\$4,488	\$129,660	Randolph	027873132	16,500	\$655,501
Davidson	077839744	29,172	\$659,480	Richmond	070621339	16,896	\$373,730
Davie	076526651	6,732	\$157,938	Robeson	082367871	41,316	\$802,815
Duplin	095124798	12,540	\$445,779	Rockingham	077847143	9,372	\$427,194
Durham	088564075	=	=	Rowan	074494014	12,012	\$505,536
Edgecombe	093125375	11,484	\$338,514	Sampson	825573975	16,764	\$401,263
Foothills	782359004	4,620	\$564,697	Scotland	091564146	13,332	\$325,462
Forsyth	105316439	60,324	\$1,693,674	Stanly	131060829	11,484	\$308,748
Franklin	084168632	=0	\$267,270	Stokes	085442705	4,620	\$164,107
Gaston	071062186	18,612	\$813,384	Surry	077821858	9,636	\$348,888
Graham	020952383	1,452	\$62,832	Swain	146437553	660	\$68,940
Granville-Vance	063347626	24,552	\$588,388	Toe River	113345201	3,432	\$243,616
Greene	091564591	2,244	\$165,119	Transylvania	030494215	2,112	\$114,902
Guilford	071563613	62,304	\$2,528,133	Union	079051637	15,708	\$632,539
Halifax	014305957	10,956	\$362,209	Wake	019625961	100,716	\$3,077,514
Harnett	091565986	16,500	\$599,582	Warren	030239953	7,128	\$119,433
Haywood	070620232	10,560	\$247,566	Wayne	040036170	24,288	\$844,019
Henderson	085021470	14,256	\$404,962	Wilkes	067439950	13,464	\$345,323
Hoke	091563643	10,824	\$360,294	Wilson	075585695	9,240	\$508,420
Hyde	832526243	1,188	\$20,509	Yadkin	089910624	5,412	\$202,224
Iredell	074504507	24,288	\$649,768				

DPH-Aid-To-Counties

For Fiscal Year: 20/21

Budgetary Estimate Number : 9

Activity 403	AA	13A2 5403 GA	13A2 5403 GB	13A2 5404 GA	13A2 5404 GB	13A2 5405 GA	13A2 5405 GB	13A2 5409 GA	13A2 5409 GB	Proposed Total	New Total
Service Period		06/01-09/30	10/01-05/31	06/01-09/30	10/01-05/31	06/01-09/30	10/01-05/31	06/01-09/30	10/01-05/31		
Payment Period		07/01-10/31	11/01-06/30	07/01-10/31	11/01-06/30	07/01-10/31	11/01-06/30	07/01-10/31	11/01-06/30		
01 Alamance	* 1	0	20,064	0	0	0	0	0	0	20,064	766,326
D1 Albemarle	* 2	0	660	0	0	0	0	0	0	660	786,534
02 Alexander	* 1	0	4,752	0	0	0	0	0	0	4,752	143,484
04 Anson	* 1	0	8,712	0	0	0	0	0	0	8,712	151,668
D2 Appalachian	* 2	0	3,696	0	0	0	0	0	0	3,696	317,956
07 Beaufort	* 3	0	12,012	0	0	0	0	0	0	12,012	301,835
09 Bladen	* 3	0	4,092	0	0	0	0	0	0	4,092	213,960
10 Brunswick	* 3	0	6,072	0	0	0	0	0	0	6,072	547,675
11 Buncombe	* 2	0	13,332	0	0	0	0	0	0	13,332	851,736
12 Burke	* 3	0	14,124	0	0	0	0	0	0	14,124	450,675
13 Cabarrus	* 2	0	20,724	0	0	0	0	0	0	20,724	678,137
14 Caldwell	* 2	0	8,580	0	0	0	0	0	0	8,580	385,956
16 Carteret	* 3	0	13,332	0	0	0	0	0	0	13,332	252,616
17 Caswell	* 1	0	1,320	0	0	0	0	0	0	1,320	101,706
18 Catawba	* 1	0	13,068	0	0	0	0	0	0	13,068	720,060
19 Chatham		0	0	0	0	0	0	0	0	0	0
20 Cherokee	* 3	0	4,488	0	0	0	0	0	0	4,488	191,296
22 Clay	* 3	0	2,376	0	0	0	0	0	0	2,376	53,314
23 Cleveland	* 2	0	20,196	0	0	0	0	0	0	20,196	582,291
24 Columbus	* 3	0	19,140	0	0	0	0	0	0	19,140	311,483
25 Craven	* 3	0	9,636	0	0	0	0	0	0	9,636	540,495
26 Cumberland	* 1	0	44,484	0	0	0	0	0	0	44,484	2,411,310
28 Dare	* 3	0	4,488	0	0	0	0	0	0	4,488	129,660
29 Davidson	* 3	0	29,172	0	0	0	0	0	0	29,172	659,480
30 Davie	* 1	0	6,732	0	0	0	0	0	0	6,732	157,938
31 Duplin	* 3	0	12,540	0	0	0	0	0	0	12,540	445,779
32 Durham		0	0	0	0	0	0	0	0	0	0
33 Edgecombe	* 1	0	11,484	0	0	0	0	0	0	11,484	338,514
D7 Foothills	* 2	0	4,620	0	0	0	0	0	0	4,620	564,697
34 Forsyth	* 3	0	60,324	0	0	0	0	0	0	60,324	1,693,674
35 Franklin	* 2	0	0	0	0	0	0	0	0	0	267,270
36 Gaston	* 1	0	18,612	0	0	0	0	0	0	18,612	813,384
38 Graham	* 1	0	1,452	0	0	0	0	0	0	1,452	62,832
D3 Gran-Vance	* 3	0	24,552	0	0	0	0	0	0	24,552	588,388
40 Greene	* 2	0	2,244	0	0	0	0	0	0	2,244	165,119
41 Guilford	* 2	0	62,304	0	0	0	0	0	0	62,304	2,528,133
42 Halifax	* 3	0	10,956	0	0	0	0	0	0	10,956	362,209
43 Harnett	* 3	0	16,500	0	0	0	0	0	0	16,500	599,582
44 Haywood	* 1	0	10,560	0	0	0	0	0	0	10,560	247,566
45 Henderson	* 3	0	14,256	0	0	0	0	0	0	14,256	404,962
46 Hertford		0	0	0	0	0	0	0	0	0	0
47 Hoke	* 1	0	10,824	0	0	0	0	0	0	10,824	360,294
48 Hyde	* 3	0	1,188	0	0	0	0	0	0	1,188	20,509
49 Iredell	* 3	0	24,288	0	0	0	0	0	0	24,288	649,768
50 Jackson	* 2	0	264	0	0	0	0	0	0	264	188,715
51 Johnston	* 2	0	24,288	0	0	0	0	0	0	24,288	809,650
52 Jones	* 3	0	1,188	0	0	0	0	0	0	1,188	46,035
53 Lee	* 1	0	4,620	0	0	0	0	0	0	4,620	343,080
54 Lenoir	* 3	0	8,844	0	0	0	0	0	0	8,844	423,070
55 Lincoln	* 2	0	5,016	0	0	0	0	0	0	5,016	319,759
56 Macon	* 1	0	2,508	0	0	0	0	0	0	2,508	190,014
57 Madison	* 3	0	5,940	0	0	0	0	0	0	5,940	91,086
D4 M-T-W	* 3	0	4,752	0	0	0	0	0	0	4,752	273,606
60 Mecklenburg	* 3	0	146,520	0	0	0	0	0	0	146,520	3,959,316
62 Montgomery	* 3	0	4,752	0	0	0	0	0	0	4,752	181,544
63 Moore	* 1	0	8,580	0	0	0	0	0	0	8,580	339,900
64 Nash	* 2	0	0	0	0	0	0	0	0	0	555,595

65 New Hanover	* 3	0	34,584	0	0	0	0	0	0	34,584	615,188
66 Northampton	* 3	0	3,828	0	0	0	0	0	0	3,828	107,967
67 Onslow	* 1	0	23,892	0	0	0	0	0	0	23,892	1,329,768
68 Orange		0	0	0	0	0	0	0	0	0	0
69 Pamlico	* 1	0	2,772	0	0	0	0	0	0	2,772	57,948
71 Pender	* 3	0	3,696	0	0	0	0	0	0	3,696	288,372
73 Person	* 2	0	0	0	0	0	0	0	0	0	192,770
74 Pitt	* 2	0	26,928	0	0	0	0	0	0	26,928	893,649
75 Polk	* 1	0	2,640	0	0	0	0	0	0	2,640	47,520
76 Randolph	* 3	0	16,500	0	0	0	0	0	0	16,500	655,501
77 Richmond	* 3	0	16,896	0	0	0	0	0	0	16,896	373,730
78 Robeson	* 3	0	41,316	0	0	0	0	0	0	41,316	802,815
79 Rockingham	* 2	0	9,372	0	0	0	0	0	0	9,372	427,194
80 Rowan	* 2	0	12,012	0	0	0	0	0	0	12,012	505,536
D5 R-P-M		0	0	0	0	0	0	0	0	0	0
82 Sampson	* 3	0	16,764	0	0	0	0	0	0	16,764	401,263
83 Scotland	* 3	0	13,332	0	0	0	0	0	0	13,332	325,462
84 Stanly	* 2	0	11,484	0	0	0	0	0	0	11,484	308,748
85 Stokes	* 3	0	4,620	0	0	0	0	0	0	4,620	164,107
86 Surry	* 3	0	9,636	0	0	0	0	0	0	9,636	348,888
87 Swain	* 3	0	660	0	0	0	0	0	0	660	68,940
D6 Toe River	* 3	0	3,432	0	0	0	0	0	0	3,432	243,616
88 Transylvania	* 3	0	2,112	0	0	0	0	0	0	2,112	114,902
90 Union	* 3	0	15,708	0	0	0	0	0	0	15,708	632,539
92 Wake	* 3	0	100,716	0	0	0	0	0	0	100,716	3,077,514
93 Warren	* 3	0	7,128	0	0	0	0	0	0	7,128	119,433
96 Wayne	* 3	0	24,288	0	0	0	0	0	0	24,288	844,019
97 Wilkes	* 3	0	13,464	0	0	0	0	0	0	13,464	345,323
98 Wilson	* 3	0	9,240	0	0	0	0	0	0	9,240	508,420
99 Yadkin	* 1	0	5,412	0	0	0	0	0	0	5,412	202,224
Totals		0	1,221,660	0	0	0	0	0	0	1,221,660	43,544,997

Sign and Date - DPH Program Administrator <i>Kimberly D Lovenduski</i> 9/8/20	DocuSigned by: Sign and Date - DPH Section Chief <i>Sarah Dozier</i> 9/8/2020
Sign and Date - DPH Contracts Office	Sign and Date - DPH Budget Officer

65 New Hanover	* 1	0	34,584	0	0	0	0	0	0	34,584	615,188
66 Northampton	* 3	0	3,828	0	0	0	0	0	0	3,828	107,967
67 Onslow	* 1	0	23,892	0	0	0	0	0	0	23,892	1,329,768
68 Orange		0	0	0	0	0	0	0	0	0	0
69 Pamlico	* 1	0	2,772	0	0	0	0	0	0	2,772	57,948
71 Pender	* 1	0	3,696	0	0	0	0	0	0	3,696	288,372
73 Person	* 2	0	0	0	0	0	0	0	0	0	192,770
74 Pitt	* 2	0	26,928	0	0	0	0	0	0	26,928	893,649
75 Polk	* 2	0	2,640	0	0	0	0	0	0	2,640	47,520
76 Randolph	* 3	0	16,500	0	0	0	0	0	0	16,500	655,501
77 Richmond	* 3	0	16,896	0	0	0	0	0	0	16,896	373,730
78 Robeson	* 1	0	41,316	0	0	0	0	0	0	41,316	802,815
79 Rockingham	* 1	0	9,372	0	0	0	0	0	0	9,372	427,194
80 Rowan	* 2	0	12,012	0	0	0	0	0	0	12,012	505,536
D5 R-P-M		0	0	0	0	0	0	0	0	0	0
82 Sampson	* 3	0	16,764	0	0	0	0	0	0	16,764	401,263
83 Scotland	* 3	0	13,332	0	0	0	0	0	0	13,332	325,462
84 Stanly	* 2	0	11,484	0	0	0	0	0	0	11,484	308,748
85 Stokes	* 1	0	4,620	0	0	0	0	0	0	4,620	164,107
86 Surry	* 3	0	9,636	0	0	0	0	0	0	9,636	348,888
87 Swain	* 3	0	660	0	0	0	0	0	0	660	68,940
D6 Toe River	* 3	0	3,432	0	0	0	0	0	0	3,432	243,616
88 Transylvania	* 1	0	2,112	0	0	0	0	0	0	2,112	114,902
90 Union	* 3	0	15,708	0	0	0	0	0	0	15,708	632,539
92 Wake	* 3	0	100,716	0	0	0	0	0	0	100,716	3,077,514
93 Warren	* 3	0	7,128	0	0	0	0	0	0	7,128	119,433
96 Wayne	* 3	0	24,288	0	0	0	0	0	0	24,288	844,019
97 Wilkes	* 3	0	13,464	0	0	0	0	0	0	13,464	345,323
98 Wilson	* 3	0	9,240	0	0	0	0	0	0	9,240	508,420
99 Yadkin	* 3	0	5,412	0	0	0	0	0	0	5,412	202,224
Totals		0	1,221,660	0	0	0	0	0	0	1,221,660	43,544,997

Sign and Date - DPH Program Administrator

Kimberly D Lovenduski

9/8/20

Sign and Date - DPH Contracts Office

Jasmineko Stuart

9/8/2020

Sign and Date - DPH Section Chief

Sign and Date - DPH Budget Officer

Pamela J Allen

9/8/2020

bgb 9/8/2020

SFY 20-21 Base Caseload

ATTACHMENT A-2

Agency Name	SFY 20-21 Base	SFY 20-21 97% of Base	Agency Name	SFY 20-21 Base	SFY 20-21 97% of Base
Alamance	3,921	3,803	Jackson	801	777
Albemarle Regional	3,726	3,614	Johnston	3,855	3,739
Alexander	728	706	Jones	215	209
Anson	760	737	Lee	1,698	1,647
Appalachian District	1,555	1,508	Lenoir	2,008	1,948
Beaufort	1,388	1,346	Lincoln	1,595	1,547
Bladen	997	967	Macon	966	937
Brunswick	2,411	2,339	Madison	402	390
Buncombe	4,170	4,045	Mecklenburg	18,830	18,265
Burke	2,200	2,134	Montgomery	868	842
Cabarrus	3,284	3,185	Moore	1,702	1,651
Caldwell	1,876	1,820	M-T-W District	1,300	1,261
Carteret	1,229	1,192	Nash	2,785	2,701
Caswell	507	492	New Hanover	3,071	2,979
Catawba	3,608	3,500	Northampton	492	477
Cherokee	681	661	Onslow	6,435	6,242
Clay	260	252	Pamlico	294	285
Cleveland	2,845	2,760	Pender	1,384	1,342
Columbus	1,524	1,478	Person	944	916
Craven	2,643	2,564	Pitt	4,513	4,378
Cumberland	11,886	11,529	Polk	239	212
Dare	585	567	Randolph	3,187	3,091
Davidson	3,293	3,194	Richmond	1,881	1,825
Davie	791	767	Robeson	3,919	3,801
Duplin	2,046	1,985	Rockingham	2,164	2,099
Edgecombe	1,689	1,638	Rowan	2,521	2,445
Foothills	2,845	2,726	Sampson	1,731	1,679
Forsyth	8,308	8,059	Scotland	1,550	1,504
Franklin	1,240	1,203	Stanly	1,560	1,513
Gaston	4,155	4,030	Stokes	804	780
Graham	321	311	Surry	1,674	1,624
Granville-Vance	2,779	2,696	Swain	307	298
Greene	712	691	Toe River District	1,200	1,164
Guilford	12,605	12,227	Transylvania	554	537
Halifax	1,651	1,601	Union	2,945	2,857
Harnett	2,890	2,803	Wake	15,332	14,872
Haywood	1,253	1,215	Warren	524	508
Henderson	1,839	1,784	Wayne	4,118	3,994
Hoke	1,791	1,737	Wilkes	1,687	1,636
Hyde	97	94	Wilson	2,491	2,416
Iredell	3,285	3,186	Yadkin	1,035	1,004

Carteret County

AS400

Budget Amendment

Fiscal Year 2020-2021

Department: WIC

Date: 9/15/2020

Justification: The Women, Infants, and Children Department is requesting to accept caseload reallocation funding.

NOTE: Whole dollars only, no cents

Fund	Revenue or Expense	Description: Account Name	Account Number (County General Ledger)	Increase	Decrease
General Fund	Revenues				
	WIC	State WIC Client Services	110.50.3515.306	13,332	
Total Increase in Revenues				<u>13,332</u>	<u>-</u>
Expenditures					
	WIC Client Services	Salaries	110.50.5155.12100	10,292	
	WIC Client Services	FICA	110.50.5155.18100	1,020	
	WIC Client Services	Retirement	110.50.5155.18200	1,353	
	WIC Client Services	401K Plan	110.50.5155.18700	667	
Total Increase Expenditures				<u>13,332</u>	<u>-</u>

Approval Chairman, Board of Commissioners _____

Date: _____

IV. Consent Agenda

8. Approval of Acceptance of Federal CARES Act Funding & Approval of Corresponding Budget Amendment: \$74,008

CARTERET COUNTY DEPARTMENT OF HUMAN SERVICES

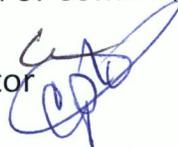
Cindy P. Holman
Consolidated Human Services Director
cindy.holman@carteretcountync.gov



Clinton W. Lewis
DSS Director
Consolidated Human Services Deputy Director
clint.lewis@carteretcountync.gov

Stephanie M. Cannon, MPA
Health Director
Consolidated Human Services Deputy Director
stephanie.cannon@carteretcountync.gov

To: Mr. Bill Smith, Chairman
Carteret County Board of Commissioners

From: Clint Lewis, DSS Director 

Date: September 25, 2020

Re: FEDERAL CARES ACT FUNDING

DSS is requesting these additional funds to be deposited into the following accounts due to the FEDERAL CARES ACT.

Foster Care COVID IV-E \$5,000
Foster Care State \$5,000
Miscellaneous Expense \$64,008

The FEDERAL CARES ACT is a Federally-funded program that provides a one-time advance to counties to help agencies with COVID relief funding.

No county funding is required in this program.

Please feel free to contact me at 728-3181 extension 6132 regarding any questions.



Department of Social Services — 210 Craven Street • PO Box 779 • Beaufort, NC 28516
Tel (252) 728-3181 / Main Fax (252) 648-7462 / Legal Unit Fax (252) 648-7463

Public Health Department — 3820-A Bridges Street • Morehead City, NC 28557
Tel (252) 728-8550 / Fax (252) 222-7739



Budget Amendment

Fiscal Year: 2020-2021

Date Submitted 09/25/2020

Department of Origin: Social Services

Budget Change Explanation: An increase of \$74,008 is needed in the COVID revenue line item. An increase of \$10,000 is needed in the Foster Care IV-E and State expenditure line item accounts and an increase of \$64,008 is needed in the DSS miscellaneous expenditure line. Carteret County will be receiving funds from the FEDERAL CARES ACT. We have received these funds in an electronic funds transfer on 09/28/2020.

<u>Account Description</u>	<u>Account Number</u>	<u>Increase</u>	<u>Decrease</u>
COVID Revenue	110.50.3535.306	\$74,008	
Foster Care IV-E	110.50.5350.68005	\$5,000	
Foster Care State	110.50.5346.39900	\$5,000	
Miscellaneous Expense	110.50.5346.49500	\$64,008	

Date: 09/25/2020

Department Head: _____



Finance Director Approval: _____

County Manager Approval: _____

If applicable, Board of Commissioner's Approval: _____

North Carolina - Department of Health and Human Services
Notice of Electronic Funds Transfer

ATTN: County Finance Officer
County DSS Director
County: CARTERET
Run Date: 09/23/2020
Period: September, 2020

Deposits TO County Account FROM DSS

	Earliest date of payment :	09/28/2020
COVID ADV STIPEND 2020	FOSTER CARE	\$10,000.00
COVID ADV STIPEND 2020	CPS	\$51,741.00
COVID ADV STIPEND 2020	APS	\$12,267.00
County Payment Total :		\$74,008.00

IV. Consent Agenda

9. Request to Accept Funding – Agreement Addendum #115 COVID-19 Infection Prevention Support & Approval of Corresponding Budget Amendment:
\$97,153

CARTERET COUNTY DEPARTMENT OF HUMAN SERVICES

Cindy P. Holman
Consolidated Human Services Director
cindy.holman@carteretcountync.gov



Clinton W. Lewis
DSS Director
Consolidated Human Services Deputy Director
clint.lewis@carteretcountync.gov

Stephanie M. Cannon, MPA
Health Director
Consolidated Human Services Deputy Director
stephanie.cannon@carteretcountync.gov

To: Carteret County Board of Commissioners
Carteret County Human Services Board

From: Stephanie Cannon, Health Director

Date: September 29, 2020

Subject: Request to Accept Funding – Agreement Addendum #115 COVID-19 Infection Prevention Support, \$97,153

The Health Department is requesting the Board's approval to accept COVID-19 Infection Prevention Support from the Division of Public Health, Local Technical Assistance and Training Branch, through the Coronavirus Relief Fund. The Agreement Addendum will provide \$97,153 in funding to enhance the Local Health Department's ability to support infection prevention during the COVID-19 pandemic.

We request the Board's approval to accept this funding. A copy of the budget amendment and Agreement Addendum are attached. Should you have any questions, please contact me.



Department of Social Services — 210 Craven Street • PO Box 779 • Beaufort, NC 28516
Tel (252) 728-3181 / Main Fax (252) 648-7462 / Legal Unit Fax (252) 648-7463

Public Health Department — 3820-A Bridges Street • Morehead City, NC 28557
Tel (252) 728-8550 / Fax (252) 222-7739



Carteret County

AS400

Budget Amendment

Fiscal Year 2020-2021

Department: Health

Date: 9/29/2020

Justification: We are requesting to accept and move funding allocated by the Division of Public Health, Local Technical Assistance and Training Branch to enhance the Local Health Department's ability to support infection prevention.

Fund	Revenue or Expense	Description: Account Name	Account Number (County General Ledger)	Increase	Decrease
General Fund	Revenues				
	Health Center	Misc State Grants	110.50.3513.305	97,153	
Total Increase in Revenues				<u>97,153</u>	<u>-</u>
Expenditures					
	Health Center	Small Equipment	110.50.5110.28000	8,000	
	Health Center	Supplies	110.50.5110.20000	5,000	
	Health Center	Meetings, Confereces and Trainir	110.50.5110.39500	1,000	
	Health Center	Salaries	110.50.5110.12100	64,194	
	Health Center	FICA	110.50.5110.18100	6,361	
	Health Center	Retirement Contribution	110.50.5110.18200	8,440	
	Health Center	401K Plan	110.50.5110.18700	4,158	
Total Increase Expenditures				<u>97,153</u>	<u>-</u>

Approval Chairman, Board of Commissioners _____

Date: _____

Division of Public Health Agreement Addendum FY 20-21

Carteret County Health Department
Local Health Department Legal Name

Administrative, Local, and Community Support /
Local Technical Assistance and Training (LTAT)
DPH Section / Branch Name

115 COVID-19 Infection Prevention Support
Activity Number and Description

Susan Little, 919-215-4471
susan.little@dhhs.nc.gov
DPH Program Contact
(name, phone number, and email)

07/01/2020 – 12/30/2020
Service Period

n/a
DPH Program Signature **Date**
(only required for a negotiable agreement addendum)

09/01/2020 – 01/31/2021
Payment Period

- Original Agreement Addendum**
 Agreement Addendum Revision # _____

I. Background:

The North Carolina General Assembly passed Session Law 2020-4 (H1043) to fulfill their constitutional duty to appropriate all funds, including federal CARES Act funds appropriated or otherwise made available under the COVID-19 Recovery Legislation, and to direct the use of those funds in a manner that is consistent with the authorizing federal legislation and that responsibly provides for the public health and economic well-being of North Carolina. Through this legislation, the Coronavirus Relief Fund (CRF) was established.

The primary purpose of the CRF is to provide necessary and appropriate relief and assistance from the effects of COVID-19. These funds were provided to the Department of Health and Human Services to provide flexible funds for local health departments to support infection-prevention related activities.

II. Purpose:

This Agreement Addendum enhances the Local Health Department's ability to support infection prevention during the COVID-19 pandemic.

III. Scope of Work and Deliverables:

1. These funds may be used by the Local Health Department (LHD) to support any locally identified need to support **COVID-19 infection prevention**, through any public health program. Examples of infection-related expenditures may include, but are not limited to, staffing support related to infection control services or programs, environmental health services related to infection prevention and control (e.g., site assessments), technological needs including those for providing telehealth services, testing, investigation, contact tracing, infection-control training, disinfection of public areas

Health Director Signature

(use blue ink)

Date

Local Health Department to complete:

(If follow-up information is needed by DPH)

LHD program contact name: _____

Phone number with area code: _____

Email address: _____

Signature on this page signifies you have read and accepted all pages of this document.

and facilities, purchase of personal protective equipment, COVID-19 infection control related medical expenses including clinical care, and infection prevention capital improvements directly related to the COVID-19 public health emergency.

2. Infection prevention and related activities must support standardized infection control basic principles as described in the NC DHHS COVID-19 Guidance found here: <https://covid19.ncdhhs.gov/guidance>

IV. **Performance Measures/Reporting Requirements:**

1. **Performance Measure**

100% of LHD funds expensed will be for the specific purpose of infection prevention and related support activities.

2. **Reporting Requirements**

The LHD shall provide Infection Prevention Reports for Activity 115 COVID-19 Infection Prevention Support which detail and justify how the funds were allocated to infection-prevention related activities. The LHD must provide monthly Infection Prevention Reports using the attached templates, C-1 and C-2 as mandated by the NC Pandemic Relief Office according to the following schedule:

<u>Report Period</u>	<u>Report Submission Deadline</u>
July 2020 – August 2020 (2 months)	September 15, 2020
September 2020	October 15, 2020
October 2020	November 16, 2020
November 2020	December 15, 2020
December 2020	January 15, 2021

Email reports to: Beth Murray beth.murray@dhhs.nc.gov and copy Jeneen Preciose jeneen.preciose@dhhs.nc.gov and Pat Ward pat.ward@dhhs.nc.gov.

V. **Performance Monitoring and Quality Assurance:**

Performance will be monitored by the LTAT Branch Head by a review of the Activity 115 Infection Prevention Reports. If additional information is required, a phone conference will be conducted.

VI. **Funding Guidelines or Restrictions:**

1. Requirements for pass-through entities: In compliance with 2 CFR §200.331 – *Requirements for pass-through entities*, the Division of Public Health provides Federal Award Reporting Supplements to the LHD receiving federally funded Agreement Addenda.
 - a. Definition: A Supplement discloses the required elements of a single federal award. Supplements address elements of federal funding sources only; state funding elements will not be included in the Supplement. Agreement Addenda funded by more than one federal award will receive a disclosure Supplement for each federal award.
 - b. Frequency: Supplements will be generated as the Division of Public Health receives information for federal grants. Supplements will be issued to the LHD throughout the state fiscal year. For federally funded AAs, Supplements will accompany the original AA. If AAs are revised and if the revision affects federal funds, the AA Revisions will include Supplements. Supplements can also be sent to the LHD even if no change is needed to the AA. In those instances, the Supplements will be sent to provide newly received federal grant information for funds already allocated in the existing AA.

2. Any infection prevention capital improvement directly related to the COVID-19 public health emergency **must receive preapproval** from DPH Program Contact, Susan Little, in writing prior to expending.
3. The following is a nonexclusive list of costs that would **not** be eligible expenditures:
 - a. Administrative costs. Neither indirect costs nor allocated overhead are allowable costs. All salary expenses for permanent employees must be direct expensed.
 - b. Lobbying. Federally funded lobbying, either directly or indirectly (i.e., "grassroots" lobbying), is prohibited by law.
 - c. Expenses for the State share of Medicaid.
 - d. Damages covered by insurance.
 - e. Payroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
 - f. Expenses that have been or will be reimbursed under any federal program.
 - g. Reimbursement to donors for donated items or services.
 - h. Workforce bonuses other than hazard pay or overtime.
 - i. Severance pay.
 - j. Legal settlements.
 - k. Elective abortion or on research in which a human embryo is destroyed, discarded, or knowingly subjected to risk of injury or death.
 - i. The prohibition on payment for abortions does not apply to an abortion if the pregnancy is the result of an act of rape or incest; or in the case where a woman suffers from a physical disorder, physical injury, or physical illness, including a life-endangering physical condition caused by or arising from the pregnancy itself, that would, as certified by a physician, place the woman in danger of death unless an abortion is performed.
 - ii. Furthermore, no government which receives payments from the Coronavirus Relief Fund may discriminate against a health care entity on the basis that the entity does not provide, pay for, provide coverage of, or refer for abortions.
4. **The final drawdown of funds for services performed through December 30, 2020 request must be submitted in the Aid-to-Counties database no later than 01/15/2021.**

(cont.)

I certify that funds referenced in this document were used in accordance with applicable laws and regulations; and the terms and conditions as stated in any contracts, agreements, or use of allocated funds between the State of North Carolina.

Signature:

Name:

Title:

Phone:

Email:

FY21 Activity: 115 COVID-19 Infection Prevention Support

Supplement 1

Supplement reason: In AA+BE or AA+BE Rev -OR- -

CFDA #: 21.019	Federal awd date: 03/27/20	Is award R&D? no	FAIN: H.R. 748 – 116 th Congress (2019-2020)	Total amount of fed awd: \$ 3,585,391,176
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CFDA name: Coronavirus Relief Fund	Fed award project description: Coronavirus Aid, Relief, and Economic Security Act, Coronavirus Relief Funds (to States)
	Fed awarding agency: U.S. Treasury

Federal award indirect cost rate: Subawardee limited to: 0%

Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity	Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity
Alamance	965194483	201857	201857	Jackson	019728518	67821	67821
Albemarle	130537822	335813	335813	Johnston	097599104	238037	238037
Alexander	030495105	61801	61801	Jones	095116935	31127	31127
Anson	847163029	47598	47598	Lee	067439703	86438	86438
Appalachian	780131541	164871	164871	Lenoir	042789748	82049	82049
Beaufort	091567776	71811	71811	Lincoln	086869336	112491	112491
Bladen	084171628	57723	57723	Macon	070626825	59398	59398
Brunswick	091571349	169625	169625	Madison	831052873	44403	44403
Buncombe	879203560	304908	304908	MTW	087204173	103301	103301
Burke	883321205	119750	119750	Mecklenburg	074498353	1207750	1207750
Cabarrus	143408289	248252	248252	Montgomery	025384603	50144	50144
Caldwell	948113402	110898	110898	Moore	050988146	128467	128467
Carteret	058735804	97153	97153	Nash	050425677	124033	124033
Caswell	077846053	45842	45842	New Hanover	040029563	273459	273459
Catawba	083677138	192957	192957	Northampton	097594477	42501	42501
Chatham	131356607	101047	101047	Onslow	172663270	236891	236891
Cherokee	130705072	51949	51949	Orange	139209659	178869	178869
Clay	145058231	32723	32723	Pamlico	097600456	34579	34579
Cleveland	879924850	128195	128195	Pender	100955413	87846	87846
Columbus	040040016	81577	81577	Person	091563718	63880	63880
Craven	091564294	133055	133055	Pitt	080889694	214737	214737
Cumberland	123914376	382064	382064	Polk	079067930	43502	43502
Dare	082358631	60376	60376	Randolph	027873132	177244	177244
Davidson	077839744	203445	203445	Richmond	070621339	69327	69327
Davie	076526651	66901	66901	Robeson	082367871	163619	193619
Duplin	095124798	85231	85231	Rockingham	077847143	120125	120125
Durham	088564075	359582	359582	Rowan	074494014	174753	174753
Edgecombe	093125375	77539	77539	Sampson	825573975	89940	89940
Foothills	782359004	165280	165280	Scotland	091564146	59009	59009
Forsyth	105316439	430687	430687	Stanly	131060829	89112	89112
Franklin	084168632	94224	94224	Stokes	085442705	70716	70716
Gaston	071062186	603148	603148	Surry	077821858	99920	99920
Graham	020952383	29479	29479	Swain	146437553	35761	35761
Granville-Vance	063347626	156187	156187	Toe River	113345201	116460	116460
Greene	091564591	42944	42944	Transylvania	030494215	58322	58322
Guilford	071563613	603148	603148	Union	079051637	273696	273696
Halifax	014305957	76260	76260	Wake	019625961	1187939	1187939
Harnett	091565986	165335	165335	Warren	030239953	41899	41899
Haywood	070620232	88578	88578	Wayne	040036170	156092	156092
Henderson	085021470	147530	147530	Wilkes	067439950	96298	96298
Hoke	091563643	78923	78923	Wilson	075585695	109433	109433
Hyde	832526243	25673	25673	Yadkin	089910624	61580	61580
Iredell	074504507	215054	215054				

DPH-Aid-To-Counties

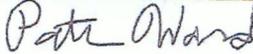
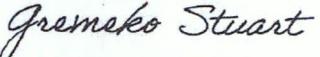
For Fiscal Year: 20/21

Budgetary Estimate Number : 0

Activity 115		1175 4026 HN		
Service Period	AA	07/01-12/30	Proposed Total	New Total
Payment Period		08/01-01/31		
01 Alamance	* 0	201,857	201,857	201,857
D1 Albemarle	* 0	335,813	335,813	335,813
02 Alexander	* 0	61,801	61,801	61,801
04 Anson	* 0	47,598	47,598	47,598
D2 Appalachian	* 0	164,871	164,871	164,871
07 Beaufort	* 0	71,811	71,811	71,811
09 Bladen	* 0	57,723	57,723	57,723
10 Brunswick	* 0	169,625	169,625	169,625
11 Buncombe	* 0	304,908	304,908	304,908
12 Burke	* 0	119,750	119,750	119,750
13 Cabarrus	* 0	248,252	248,252	248,252
14 Caldwell	* 0	110,898	110,898	110,898
16 Carteret	* 0	97,153	97,153	97,153
17 Caswell	* 0	45,842	45,842	45,842
18 Catawba	* 0	192,957	192,957	192,957
19 Chatham	* 0	101,047	101,047	101,047
20 Cherokee	* 0	51,949	51,949	51,949
22 Clay	* 0	32,723	32,723	32,723
23 Cleveland	* 0	128,195	128,195	128,195
24 Columbus	* 0	81,577	81,577	81,577
25 Craven	* 0	133,055	133,055	133,055
26 Cumberland	* 0	382,064	382,064	382,064
28 Dare	* 0	60,376	60,376	60,376
29 Davidson	* 0	203,445	203,445	203,445
30 Davie	* 0	66,901	66,901	66,901
31 Duplin	* 0	85,231	85,231	85,231
32 Durham	* 0	359,582	359,582	359,582
33 Edgecombe	* 0	77,539	77,539	77,539

D7 Foothills	* 0	165,280	165,280	165,280
34 Forsyth	* 0	430,678	430,678	430,678
35 Franklin	* 0	94,224	94,224	94,224
36 Gaston	* 0	261,191	261,191	261,191
38 Graham	* 0	29,479	29,479	29,479
D3 Gran-Vance	* 0	156,187	156,187	156,187
40 Greene	* 0	42,944	42,944	42,944
41 Guilford	* 0	603,148	603,148	603,148
42 Halifax	* 0	76,260	76,260	76,260
43 Hamett	* 0	165,335	165,335	165,335
44 Haywood	* 0	88,578	88,578	88,578
45 Henderson	* 0	147,530	147,530	147,530
46 Hertford	* 0	0	0	0
47 Hoke	* 0	78,923	78,923	78,923
48 Hyde	* 0	25,673	25,673	25,673
49 Iredell	* 0	215,054	215,054	215,054
50 Jackson	* 0	67,821	67,821	67,821
51 Johnston	* 0	238,037	238,037	238,037
52 Jones	* 0	31,127	31,127	31,127
53 Lee	* 0	86,438	86,438	86,438
54 Lenoir	* 0	82,049	82,049	82,049
55 Lincoln	* 0	112,491	112,491	112,491
56 Macon	* 0	59,398	59,398	59,398
57 Madison	* 0	44,403	44,403	44,403
D4 M-I-W	* 0	103,301	103,301	103,301
60 Mecklenburg	* 0	1,207,755	1,207,755	1,207,755
62 Montgomery	* 0	50,144	50,144	50,144
63 Moore	* 0	128,467	128,467	128,467
64 Nash	* 0	124,033	124,033	124,033
65 New Hanover	* 0	273,459	273,459	273,459
66 Northampton	* 0	42,501	42,501	42,501
67 Onslow	* 0	236,891	236,891	236,891
68 Orange	* 0	178,869	178,869	178,869
69 Pamlico	* 0	34,579	34,579	34,579
71 Pender	* 0	87,846	87,846	87,846

73 Person	* 0	63,880	63,880	63,880
74 Pitt	* 0	214,737	214,737	214,737
75 Polk	* 0	43,502	43,502	43,502
76 Randolph	* 0	177,244	177,244	177,244
77 Richmond	* 0	69,327	69,327	69,327
78 Robeson	* 0	163,619	163,619	163,619
79 Rockingham	* 0	120,125	120,125	120,125
80 Rowan	* 0	174,753	174,753	174,753
D5 R-P-M	* 0	0	0	0
82 Sampson	* 0	89,940	89,940	89,940
83 Scotland	* 0	59,009	59,009	59,009
84 Stanly	* 0	89,112	89,112	89,112
85 Stokes	* 0	70,716	70,716	70,716
86 Surry	* 0	99,920	99,920	99,920
87 Swain	* 0	35,761	35,761	35,761
D6 Toe River	* 0	116,460	116,460	116,460
88 Transylvania	* 0	58,322	58,322	58,322
90 Union	* 0	273,696	273,696	273,696
92 Wake	* 0	1,187,939	1,187,939	1,187,939
93 Warren	* 0	41,899	41,899	41,899
96 Wayne	* 0	156,092	156,092	156,092
97 Wilkes	* 0	96,298	96,298	96,298
98 Wilson	* 0	109,433	109,433	109,433
99 Yadkin	* 0	61,580	61,580	61,580
Totals		13,338,000	13,338,000	13,338,000

 09042020 Sign and Date - DPH Program Administrator	 09/04/2020 Sign and Date - DPH Section Chief
 9/4/2020 Sign and Date - DPH Contracts Office	 09/04/2020 Sign and Date - DPH Budget Officer

SH 9/4/2020

IV. Consent Agenda

10. Approval of the Revised Carteret County Aging Planning Board Bylaws

DEPARTMENT OF AGING SERVICES

Kisha Williams
Director, Aging Services



Tel: (252) 247-2626
Fax: (252) 247-1045
Lakisha.Williams@carteretcountygov.org
www.carteretcountygov.org

MEMORANDUM

TO: Carteret County Board of Commissioners
FROM: Kisha Williams, Lead Agency on Aging Representative
DATE: September 30, 2020
SUBJECT: Aging Planning Board/Home and Community Care Block Grant Committee Bylaws Revision

Enclosed please find the revised Carteret County Aging Planning Board/Home and Community Care Block Grant Committee bylaws.

There were two key changes adopted during the August 19, 2020 meeting. The changes are as follows:

1. Section II. Only having one AARP representative, AARP #1714 Don Helsabeck verses two. Removing AARP #3893 due to lack of representation and attendance to meetings.
2. Section IV. Changing the month of July to August. Board does not meet in July.

Aging Planning Board is requesting approval by Carteret County Board of Commissioners during their next scheduled Board of Commissioners' Meeting on October 19, 2020.

Please let me know if you have any questions and thank you for your assistance.

Carteret County Aging Planning Board Bylaws

Section I. Purpose and Duties

The Carteret County Aging Planning Board shall also be referred to as the County's Home and Community Care Block Grant (HCCBG) Committee for the purpose of coordinating with the North Carolina Division of Aging.

The purpose and duties of the Carteret County Aging Planning Board (hereafter referred to as the APB) shall be to promote and improve the well-being of senior citizens in Carteret County, to make recommendations, advise and consult with the County Board of Commissioners and the County Manager on the funding and the development of facilities, services, and programs to enhance the quality of life for older adults, and; to coordinate/cooperate with other organizations and human service agencies to enrich the lives of all County seniors.

The APB may adopt bylaws, rules and regulations governing its procedures not inconsistent with the provisions of State and County laws.

The APB shall make reports to the County Board of Commissioners as requested.

Section II. Membership and Terms

The APB shall consist of seventeen (17) members appointed by the Carteret County Board of Commissioners. Suggested representation is as follows:

Six (6) members-at-large, four (4) of whom must be seniors 60 years of age or older, and two (2) of whom may be adults with interests or expertise in Aging issues, who will be appointed to serve for three-year terms.

The Director, or his designee, from each of the following agencies to serve continuously (either of whom will have full voting authority and shall be counted towards fulfilling quorum requirements):

- Department of Social Services
- Health Department
- Parks and Recreation
- Veteran Services
- Coastal Community Action

- Aging Services Department (Leon Mann Center representative)
- Carteret County Area Transportation Department

AARP

One (1) County Commissioner

The designated Senior Tar Heel Legislature Delegate or alternate,

One (1) ex-officio (non-voting) member, representing the Area Agency on Aging.

Members-at-large and organization representatives shall be appointed for a three (3) year term. Terms of membership shall commence on the first day of July. Succeeding terms shall be for three (3) years. In the event of a vacancy, the Board of Commissioners shall make appointments to fill the unexpired terms. Efforts should be made to recruit members-at-large members from all areas of the County. All ex-officio members, the appointed County Commissioner, and agency directors or director's designee shall serve continuously and in accordance with any procedures established by the Board of Commissioners.

Section 111. Vacancies

Vacancies of unexpired terms shall be filled by appointment of the County Commissioners. Recommendations for appointments should be sought from the agencies and organizations listed in Section 11 and/or through the existing APB membership.

Section IV. Officers and Elections

There shall be a Chairperson, Vice-Chairperson, and secretary of the APB. The Chairperson shall appoint a nominating committee no later than May to prepare for the annual election of officers at the August meeting. New officers will take office at the subsequent regular meeting.

Officers shall serve for a two (2) year term with the option of re-election for any number of terms so long as he/she is a member of the Aging Planning Board. In the event an officer's appointment to the APB is terminated, a replacement to this office shall be elected by the Board from its membership, at the meeting following termination.

Section V. Duties of Officers

Chairperson: shall preside at all meetings, sign any papers on behalf of the Board, appoint committees, call special meetings when he/she deems it advisable, and perform or delegate all additional duties associated with the Chairpersonship.

Vice-Chairperson: shall serve in the absence of the Chairperson; when both Chairperson and the vice-Chairperson are absent, a temporary Chairperson shall be elected by those members who are present.

Secretary: shall keep official records of the Board, handle the correspondence of the Board as directed and keep minutes of each meeting.

Section VI. Meetings, Quorum, and Attendance

Regular meetings of the APB shall be held on the third Wednesday of the second month of each quarter at the location designated by the Chairperson. The Chairperson may call a special meeting at any time by giving each Board member at least forty-eight (48) hours (two workday's) notice.

A quorum is required at any meeting before action of official nature may be taken. A quorum shall consist of a minimum of seven (7) voting members present. Absence due to sickness, death, or other emergencies shall be regarded as excused, and shall not affect Board members' status, providing prior notice is given to the Secretary.

A voting member who misses three (3) consecutive meeting shall lose his/her status as a member of the Board unless or until reappointed by the County Board of Commissioners.

Business shall be conducted according to Robert's Rules of Order, most recent edition.

Section VII. Amendments

1, These bylaws may be amended by a two-third (2/3) vote of the APB voting members present at any regular or special meeting.

2. Written notice of any proposed change in the bylaws shall be sent to all APB members at least two (2) weeks in advance of any such action.

3. Bylaws are amended only after the final approval of the amendment(s) by the County Board of Commissioners. Amendment(s) shall have immediate application following approval by the County Board of Commissioners.

Adopted: March 26, 1990

Revised: June 5, 2000

Revised: July 14, 2003

Revised: April 26, 2004

Revised: September 27, 2004

Revised: June 20, 2005

Revised: July 17, 2006

Revised: January 15, 2008

Revised: August 16, 2010

Revised: October 2010

Revised: July 2015

Revised: February 2016

Revised: October 2020

IV. Consent Agenda

11. Approval to Accept Funding – Agreement Addendum #715, Immunization Action Plan & Approval of Corresponding Budget Amendment: \$11,323

CARTERET COUNTY DEPARTMENT OF HUMAN SERVICES

Cindy P. Holman
Consolidated Human Services Director
cindy.holman@carteretcountync.gov



Clinton W. Lewis
DSS Director
Consolidated Human Services Deputy Director
clint.lewis@carteretcountync.gov

Stephanie M. Cannon, MPA
Health Director
Consolidated Human Services Deputy Director
stephanie.cannon@carteretcountync.gov

To: Carteret County Board of Commissioners
Carteret County Human Services Board

From: Stephanie Cannon
Health Director

Date: September 30, 2020

Subject: Request to Accept Additional Funding – Agreement Addendum #715 Immunization Action Plan, \$11,323

The spread of vaccine preventable diseases presents a real threat to the health and quality of life of the residents of North Carolina. With a grant the Immunization Branch receives from the Centers of Disease Control and Prevention and by partnering with local health departments, the Branch's Immunization Program provides preventative health measures through the administration of vaccine to age-appropriate populations within the state.

Revision #1 to the Immunization Action Plan Agreement Addendum provides an additional \$11,323 to the Health Department to enhance and adapt influenza activities and to implement innovation local solutions to achieve increased vaccination coverage during the COVID-19 pandemic. The Health Department will work with community partners to reach the underserved populations, specifically those in rural and hard to reach areas. Our staff will work together to distribute information widely via multiple platforms about the importance of flu vaccination and where it is available. We will support flu vaccination through our daily clinical services as well as coordinate after-hours and off-site mass vaccination offerings.

We are requesting the Board's approval to accept this funding. Should you have any questions, please contact me. A copy of the budget amendment and Agreement Addendum are attached.



Department of Social Services — 210 Craven Street • PO Box 779 • Beaufort, NC 28516
Tel (252) 728-3181 / Main Fax (252) 648-7462 / Legal Unit Fax (252) 648-7463

Public Health Department — 3820-A Bridges Street • Morehead City, NC 28557
Tel (252) 728-8550 / Fax (252) 222-7739



Division of Public Health Agreement Addendum FY 20-21

Carteret County Health Department	Women's and Children's Health Section / Immunization
Local Health Department Legal Name	DPH Section / Branch Name
715 Immunization Action Plan	Misheema Morrissey, 919-707-5556 Misheema.morrissey@dhhs.nc.gov
Activity Number and Description	DPH Program Contact (name, phone number, and email)
06/01/2020 – 05/31/2021	
Service Period	DPH Program Signature Date
07/01/2020 – 06/30/2021	(only required for a <u>negotiable</u> agreement addendum)
Payment Period	
<input type="checkbox"/> Original Agreement Addendum <input checked="" type="checkbox"/> Agreement Addendum Revision # <u>1</u>	

I. Background:

This Agreement Addendum Revision #1 adds the following paragraph:

As part of the “Paycheck Protection Program and Health Care Enhancements Act,” North Carolina received additional funding to support program enhanced needs. During the COVID-19 pandemic, reducing the overall burden of respiratory illnesses is important to protect vulnerable populations at risk for severe illness, the healthcare system, and other critical infrastructure. Due to the importance of influenza vaccine coverage during the 2020-2021 season during the COVID-19 pandemic, additional funding will be awarded to Local Health Departments to enhance and/or develop new influenza activities and outreach.

II. Purpose:

This Agreement Addendum Revision #1 provides additional funding to the Local Health Department (LHD) to enhance and adapt influenza activities and to implement innovative local solutions to achieve increased vaccination coverage during the COVID-19 pandemic. The LHD shall emphasize improving flu coverage in individuals with known vaccination coverage disparities and those who are at higher risk from complications from flu and COVID-19 disease.

III. Scope of Work and Deliverables:

This Agreement Addendum Revision #1 adds Subparagraphs j. and k. to Paragraph 1. Immunization Service Delivery, as follows:

- j. Identify groups and subgroups within the priority populations and develop and implement innovative strategies to improve flu vaccine delivery.

Health Director Signature	(use blue ink)	Date
Local Health Department to complete: (If follow-up information is needed by DPH)	LHD program contact name: <u>Ellen Gillikin, RN</u> Phone number with area code: <u>252-728-8550</u> Email address: <u>ellen.gillikin@carteretcountync.gov</u>	

Signature on this page signifies you have read and accepted all pages of this document.

- k. Conduct outreach in the community by coordinating off-site vaccine clinics and adapt vaccination procedures to maintain COVID-19 protective measures to ensure the safety of individuals receiving immunization services. Offsite vaccine outreach clinics should target at risk populations, with a focus in certain settings (i.e., healthcare employee worksites, long term care facilities (LTCFs), homeless shelters, migrant farm worksites, essential employee worksites, etc.).

This Agreement Addendum Revision #1 adds Subparagraph d. to Paragraph 3. Education and Outreach, as follows:

- d. Develop new partnerships and enhance existing community partnerships to promote flu vaccination and disseminate information within priority populations. Partnerships could include a variety of community- and faith-based organizations to reach at-risk populations, such as churches, barber shops, community health centers, refugee serving organizations, homeless shelters, jails/prisons, meat processing plants, and migrant farms.

This Agreement Addendum Revision #1 adds Paragraph 5, as follows:

5. Supplemental Influenza Immunization Activities Due to COVID-19 Pandemic

The LHD shall complete Attachments C and D with the signed Agreement Addendum Revision #1.

- a. Attachment C is the Budget Statement. It should list the expected expenses by category, including the dollar amount and a brief justification.
- b. Attachment D is the Services Statement. It should:
 - i. Explain, in detail, how this funding will be used to develop and implement innovative local solutions to increase flu vaccine coverage in the context of the COVID-19 pandemic.
 - ii. Include information on how the LHD will implement its innovative mass immunization services within the community.
 - iii. State how the services are adapted both to include COVID-19 safety measures and to prioritize those populations who experience barriers to getting the flu vaccine and are at an increased risk of complications from influenza, such as historically marginalized populations. Examples include:
 - Mobile vaccine clinics or “strike teams” that travel to hard-to-reach communities to provide flu vaccines
 - Drive-through or curbside vaccination clinics
 - Pop-up flu clinics at various community settings, such as COVID-19 testing sites, school nutrition sites, construction sites, migrant farm worksites, processing plants, churches, parking lots
 - Immunization clinics to reach long-term care facilities, prisons, homeless shelters, or other community organizations.
 - iv. Include a description of enhanced outreach activities to reach the priority populations, with a focus on hard-to-reach and historically marginalized populations, and how community partners are to be included in the outreach.

IV. Performance Measures/Reporting Requirements:

This Agreement Addendum Revision #1 replaces the second sentence in this Section with the following:

To continue making progress towards the Healthy People goals for State Fiscal Year 2021, and to enhance influenza vaccination coverage as a critical part of COVID-19 response work, the Local Health Department shall:

This Agreement Addendum Revision #1 adds Paragraph 3, as follows:

3. Ensure that 100% of all flu vaccine administered as part of the enhanced influenza coverage work is entered into the NCIR and that supporting documentation is retained.

V. Performance Monitoring and Quality Assurance:

No change.

VI. Funding Guidelines or Restrictions:

This Agreement Addendum Revision #1 adds Paragraph 7, as follows:

7. LHDs must submit their planned expenditures by completing Attachment C, including the dollar amount for each budget category and budget justification statement.

Attachment C

Budget Statement — FY 2020-2021 Planned Use of Federal Immunization Program Funds

Provide this Budget Statement to assist with preparing anticipated expenditures for reporting that follow federal grants policies and CDC award requirements based on allowable expenditures. Return this completed Attachment C with the signed Agreement Addendum Revision #1.

Instructions: Include list of expected expenses related to enhance influenza coverage activities, including the dollar amount and a brief justification.

Object Class Category / Expenses Funding Codes Enhanced Influenza Coverage: 1331-631B-EJ	Amount	Budget Item Justification Statement
Personnel (Salary / Wages)		
Fringe		
Travel		
Equipment		
Supplies		
Other / Miscellaneous		

Supplement reason: In AA+BE or AA+BE Rev -OR- -

CFDA #: 93.268 Federal awd date: 06/05/20 Is award R&D? no FAIN: NH23IP922624 Total amount of fed awd: \$ 13,158,334

CFDA name: 93.268 – Immunization Cooperative Agreements	Fed award project description: CDC-RFA-IP19-901 Immunization and Vaccines for Children	Fed award agency: DHHS, Centers for Disease Control and Prevention	Federal award indirect cost rate: n/a	%
				%

Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity	Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity
Alamance	965194483	25904	59820	Jackson	019728518	6885	15899
Albemarle	130537822	48330	111606	Johnston	097599104	27173	62749
Alexander	030495105	8946	20658	Jones	095116935	4348	10040
Anson	847163029	8787	20291	Lee	067439703	13224	30538
Appalachian	780131541	17483	40373	Lenoir	042789748	17505	40423
Beaufort	091567776	10847	25049	Lincoln	086869336	14176	32736
Bladen	084171628	9421	21755	Macon	070626825	14492	33466
Brunswick	091571349	13224	30538	Madison	831052873	7994	18460
Buncombe	879203560	36366	83978	MTW	087204173	13044	30122
Burke	883321205	19407	44815	Mecklenburg	074498353	121639	280895
Cabarrus	143408289	23685	54695	Montgomery	025384603	8471	19561
Caldwell	948113402	19089	44081	Moore	050988146	13542	31272
Carteret	058735804	11323	26147	Nash	050425677	23051	53231
Caswell	077846053	6567	15165	New Hanover	040029563	28441	65677
Catawba	083677138	26062	60184	Northampton	097594477	6885	15899
Chatham	131356607	10689	24683	Onslow	172663270	60300	139248
Cherokee	130705072	7042	16262	Orange	139209659	18614	42984
Clay	145058231	3556	8212	Pamlico	097600456	4031	9309
Cleveland	879924850	23210	53598	Pender	100955413	9738	22488
Columbus	040040016	14176	32736	Person	091563718	7994	18460
Craven	091564294	28916	66774	Pitt	080889694	31293	72263
Cumberland	123914376	112129	258933	Polk	079067930	4586	10590
Dare	082358631	6092	14068	Randolph	027873132	28123	64943
Davidson	077839744	31611	72997	Richmond	070621339	13858	32002
Davie	076526651	7835	18093	Robeson	082367871	35891	82881
Duplin	095124798	13224	30538	Rockingham	077847143	21625	49937
Durham	088564075	43657	100815	Rowan	074494014	27014	62382
Edgecombe	093125375	17505	40423	Sampson	825573975	14492	33466
Foothills	782359004	22925	52940	Scotland	091564146	11639	26877
Forsyth	105316439	53595	124605	Stanly	131060829	13542	31272
Franklin	084168632	11481	26513	Stokes	085442705	11164	25780
Gaston	071062186	42705	98617	Surry	077821858	16078	37128
Graham	020952383	4031	9309	Swain	146437553	5299	12237
Granville-Vance	063347626	24388	56318	Toe River	113345201	16530	38172
Greene	091564591	5774	13334	Transylvania	030494215	6567	15165
Guilford	071563613	71236	164502	Union	079051637	28441	65677
Halifax	014305957	16869	38955	Wake	019625961	110386	254908
Harnett	091565986	26221	60551	Warren	030239953	6092	14068
Haywood	070620232	10689	24683	Wayne	040036170	28282	65310
Henderson	085021470	13701	31639	Wilkes	067439950	15601	36027
Hoke	091563643	11006	25416	Wilson	075585695	18773	43351
Hyde	832526243	3238	7478	Yadkin	089910624	10015	23179
Iredell	074504507	25271	58357				

DPH-Aid-To-Counties For Fiscal Year: 20/21 Budgetary Estimate Number : 2

Activity 715	AA	1331 628B E2	1331 631B EJ	Proposed Total	New Total
Service Period		06/01-05/31	06/01-05/31		
Payment Period		07/01-06/30	07/01-06/30		
01 Alamance	* 1	25,904	0	25,904	59,820
D1 Albemarle	* 1	48,330	0	48,330	111,606
02 Alexander	* 1	8,946	0	8,946	20,658
04 Anson	* 1	8,787	0	8,787	20,291
D2 Appalachian	* 1	17,483	0	17,483	40,373
07 Beaufort	* 1	10,847	0	10,847	25,049
09 Bladen	* 1	9,421	0	9,421	21,755
10 Brunswick	* 1	13,224	0	13,224	30,538
11 Buncombe	* 1	36,366	0	36,366	83,978
12 Burke	* 1	19,407	0	19,407	44,815
13 Cabarrus	* 2	23,685	0	23,685	54,695
14 Caldwell	* 1	19,089	0	19,089	44,081
16 Carteret	* 1	11,323	0	11,323	26,147
17 Caswell	* 1	6,567	0	6,567	15,165
18 Catawba	* 2	26,062	0	26,062	60,184
19 Chatham	* 2	10,689	0	10,689	24,683
20 Cherokee	* 1	7,042	0	7,042	16,262
22 Clay	* 1	3,556	0	3,556	8,212
23 Cleveland	* 2	23,210	0	23,210	53,598
24 Columbus	* 2	14,176	0	14,176	32,736
25 Craven	* 1	28,916	0	28,916	66,774
26 Cumberland	* 1	112,129	0	112,129	258,933
28 Dare	* 1	6,092	0	6,092	14,068
29 Davidson	* 1	31,611	0	31,611	72,997
30 Davie	* 1	7,835	0	7,835	18,093
31 Duplin	* 1	13,224	0	13,224	30,538
32 Durham	* 2	43,657	0	43,657	100,815
33 Edgecombe	* 1	17,505	0	17,505	40,423
D7 Foothills	* 1	22,925	0	22,925	52,940
34 Forsyth	* 1	53,959	0	53,959	124,605
35 Franklin	* 1	11,481	0	11,481	26,513
36 Gaston	* 1	42,705	0	42,705	98,617
38 Graham	* 1	4,031	0	4,031	9,309
D3 Gran-Vance	* 1	24,388	0	24,388	56,318
40 Greene	* 1	5,774	0	5,774	13,334
41 Guilford	* 2	71,236	0	71,236	164,502
42 Halifax	* 2	16,869	0	16,869	38,955
43 Harnett	* 2	26,221	0	26,221	60,551
44 Haywood	* 1	10,689	0	10,689	24,683
45 Henderson	* 1	13,701	0	13,701	31,639
46 Hertford		0	0	0	0
47 Hoke	* 1	11,006	0	11,006	25,416
48 Hyde	* 1	3,238	0	3,238	7,478
49 Iredell	* 1	25,271	0	25,271	58,357
50 Jackson	* 1	6,885	0	6,885	15,899

51 Johnston	* 2	27,173	0	27,173	62,749
52 Jones	* 2	4,348	0	4,348	10,040
53 Lee	* 1	13,224	0	13,224	30,538
54 Lenoir	* 1	17,505	0	17,505	40,423
55 Lincoln	* 1	14,176	0	14,176	32,736
56 Macon	* 1	14,492	0	14,492	33,466
57 Madison	* 1	7,994	0	7,994	18,460
D4 M-T-W	* 1	13,044	0	13,044	30,122
60 Mecklenburg	* 1	121,639	0	121,639	280,895
62 Montgomery	* 1	8,471	0	8,471	19,561
63 Moore	* 1	13,542	0	13,542	31,272
64 Nash	* 2	23,051	0	23,051	53,231
65 New Hanover	* 2	28,441	0	28,441	65,677
66 Northampton	* 1	6,885	0	6,885	15,899
67 Onslow	* 2	60,300	0	60,300	139,248
68 Orange	* 1	18,614	0	18,614	42,984
69 Pamlico	* 2	4,031	0	4,031	9,309
71 Pender	* 2	9,738	0	9,738	22,488
73 Person	* 1	7,994	0	7,994	18,460
74 Pitt	* 2	31,293	0	31,293	72,263
75 Polk	* 1	4,586	0	4,586	10,590
76 Randolph	* 1	28,123	0	28,123	64,943
77 Richmond	* 2	13,858	0	13,858	32,002
78 Robeson	* 1	35,891	0	35,891	82,881
79 Rockingham	* 1	21,625	0	21,625	49,937
80 Rowan	* 1	27,014	0	27,014	62,382
D5 R-P-M		0	0	0	0
82 Sampson	* 1	14,492	0	14,492	33,466
83 Scotland	* 1	11,639	0	11,639	26,877
84 Stanly	* 2	13,542	0	13,542	31,272
85 Stokes	* 1	11,164	0	11,164	25,780
86 Surry	* 1	16,078	0	16,078	37,128
87 Swain	* 2	5,299	0	5,299	12,237
D6 Toe River	* 2	16,530	0	16,530	38,172
88 Transylvania	* 1	6,567	0	6,567	15,165
90 Union	* 2	28,441	0	28,441	65,677
92 Wake	* 1	110,386	0	110,386	254,908
93 Warren	* 1	6,092	0	6,092	14,068
96 Wayne	* 2	28,282	0	28,282	65,310
97 Wilkes	* 2	15,601	0	15,601	36,027
98 Wilson	* 1	18,773	0	18,773	43,351
99 Yadkin	* 1	10,015	0	10,015	23,179
Totals		1,845,415	0	1,845,415	4,261,576

Sign and Date - DPH Program Administrator <i>Mikeema Morrison</i> 9-2-2020	Sign and Date - DPH Section Chief <i>Sarah B Dozier</i>
Sign and Date - DPH Contracts Office <i>Gremeko Stuart</i> 9/4/2020	Sign and Date - DPH Budget Officer <i>Pate Ward</i> 09/04/2020

Carteret County

AS400

Budget Amendment

Fiscal Year 2020-2021

Department: Health

Date: 9/30/2020

Justification: We are requesting to accept additional funding from the Division of Public Health's Immunization Branch to enhance and adapt influenza activities during the COVID-19 pandemic.

Fund	Revenue or Expense	Description: Account Name	Account Number (County General Ledger)	Increase	Decrease
General Fund	Revenues Health Center	State Immunization	110.50.3519.302	11,323	
Total Increase in Revenues				<u>11,323</u>	<u>-</u>
Expenditures					
	Health Center	Small Equipment	110.50.5110.28000	400	
	Health Center	Supplies	110.50.5110.20000	2,000	
	Health Center	Salaries	110.50.5110.12100	6,889	
	Health Center	FICA	110.50.5110.18100	683	
	Health Center	Retirement Contribution	110.50.5110.18200	905	
	Health Center	401K Plan	110.50.5110.18700	446	
Total Increase Expenditures				<u>11,323</u>	<u>-</u>

Approval Chairman, Board of Commissioners _____

Date: _____

IV. Consent Agenda

12. Approval of Budget Amendment for the Sheriff's Department for SRO Funding:
\$71,405

CARTERET COUNTY FINANCE

Denise H. Meshaw, CPA
Assistant County Manager
Finance Department



Tel: (252) 728-8410
Fax: (252) 728-0133
deem@carteretcountync.gov
www.carteretcountync.gov

To: Board of Commissioners
From: Dee Meshaw, Assistant County Manager
Date: October 19, 2020
Subject: SRO Funding Budget Amendment

Attached for your consideration is a \$71,405, budget amendment appropriating funding for SROs in Carteret County. The State awarded a two year grant for an SRO at Broad Creek Middle School. FY21 is year one of the grant, and the budget amendment appropriates \$33,333 state funding and \$22,032 in local funding. This grant was not funded by the state in FY20, and thus was not included in the FY21 budget. Therefore, a budget is needed to approve the SRO position and funding. In addition, the State approved a grant for a Newport Middle School SRO. The state did not fund this SRO in FY20, and therefore, was not included in the FY21 budget. The County would partner with the Town of Newport to provide the local match for the SRO position. The County's amount to contribute to the Town is \$16,040, and is included in the attached budget amendment. Approval of the attached budget amendment is recommended.

Carteret County

Budget Amendment

Fiscal Year 2020-2021

Department: Sheriff Division & Other Human Services

Date: 10/19/2020

Justification: Appropriate state funding and match for state grant SRO position for Sheriff Division and matching funding for SRO position with State grant and Town of Newport

Fund		Description	Account Number	Increase
General Fund	Revenues	SRO Grant	110.10.3431.309	33,333
		Fund Balance	110.00.3990.990	<u>38,072</u>
		Total Increase in Revenues		<u>71,405</u>
	Expenditures	Salaries	110.10.4310.12100	39,000
		Fica	110.10.4310.18100	2,975
		NC Retirement	110.10.4310.18200	3,945
		Health Insurance	110.10.4310.18300	7,500
		401K	110.10.4310.18700	1,945
		SRO match with Town of Newport	110.50.5200.69909	<u>16,040</u>
		Total Net Increase Expenditures		<u>71,405</u>

Approval Chairman, Board of Commissioners _____

Date: _____

IV. Consent Agenda

13. Approval for the County Manager to Execute the Contract with PDS Vista Systems for the Human Resources Information System



MEMORANDUM

TO: Board of Commissioners
FROM: Jaime Long, Human Resources Director
RE: Permission for County Manager to Sign PDS Contract
DATE: October 19, 2020

The Human Resources Department request approval for the County Manager to sign the contract for PDS Vista Systems. This is the contract for the Human Resources Information System that was approved in the FY20-21 Budget. The one-time implementation cost for the system is \$27,000 and a recurring monthly subscription cost of \$6.00 per employee.

Thank you for your time in reviewing this request.



CLLOUD SUBSCRIPTION AGREEMENT

CUSTOMER Carteret County Government
ADDRESS 302 Courthouse Square
Suite 215
Beaufort, NC 28516

PERSONNEL DATA SYSTEMS, INC.
(Hereinafter, "PDS")
470 Norristown Road, Suite 202
Blue Bell, PA 19422

Price Quotation Expiration Date: 12/1/20 **Salesperson** Jeanne Eberly

1. RIGHTS USE: Pursuant to this Cloud Subscription Agreement (hereinafter "Agreement") Personnel Data Systems, Inc. (hereinafter "PDS") grants to Customer, its subsidiaries and affiliates, and their respective successors, a personal, perpetual, non-transferable and non-exclusive right to (a) use the Vista® System components as identified in Addendum A and its related documentation for record and data storage (collectively the "System") and to (b) access those records and data via remote access solely for the purpose of inquiry, update, processing, and reporting, solely in the conduct of Customer's, its subsidiaries' and affiliates' data storage, reporting and processing needs, subject to the terms and conditions hereinafter set forth in consideration of the Per-Employee-Per-Month (PEPM) fees provided for in Addendum A.. Included in the Subscription Services fees is unlimited document storage, provided that Customer adheres to PDS' "Document Storage Policy in Vista" (provided at Implementation Kick-off). Customer is authorized to use the System for maintaining and processing employee and company information.

2. CLOUD SUBSCRIPTION SERVICES: PDS will provide the Cloud Subscription Services facility and management services (Services) as further defined herein and in Addendum C (Service Level Agreement (SLA) defining the Quality of Service (QOS)) committed from PDS to Customer. PDS will install, as part of the Services, three (3) environments – Production, Test and Training and ensure, using the Training database, that it is operating successfully with PDS-supplied test data. From time to time and on a scheduled basis, with advanced notice, PDS will need to apply updates and enhancements to components in the environment including but not limited to the operating system(s), the DBMS, or to the Vista software. This may warrant a brief suspension of certain services to the Customer. Addendum C, incorporated herein, is the Service Level Agreement (SLA) defining the Quality of Service (QOS) committed from PDS to Customer. With the exception of tax compliance updates and one-time emergency updates that have universal application among all Customers, PDS will apply updates to the Test environment with notice to Customer. Upon completion of that process, Customer will be notified that it should begin testing as it sees fit with an expected deployment to the production environment thirty (30) days thereafter. As noted in Addendum C attached hereto, PDS shall use commercially reasonable efforts to provide the Service on a 24 by 7 basis. Customer understands and agrees that, nonetheless, the Service may be unavailable or inoperable from time to time for reasons such as software, database and operating system updates; equipment malfunctions; periodic maintenance procedures and causes beyond PDS' control, such as interruption or failure of telecommunication or transmission links, hostile network attacks, network congestion or other failures which cause downtime.

3. TERMS OF USAGE: Customer acknowledges that access and use of the Services are limited to maintaining and processing Compensated Employees ("Compensated Employees"), defined as persons receiving a check, advice of deposit or otherwise compensated using Vista and HR Only Employees ("HR Only Employees"), defined as persons that do not have a Terminated status in Vista and are not Compensated Employees [collectively "Active Employees"]. In addition, Customer may grant access to Vista using Customer's self-service for terminated employees ("Terminated Web Employees"). Each such Active Employee and Terminated Web Employee shall be counted only once in a month for PEPM fees regardless of the frequency of payroll processing, access frequency, HR status or other activity. PDS does not, however, count COBRA participants, terminated employees and Retirees not having access to

self-service unless Retirees receive pension checks or benefits through the System. PDS may utilize a script, program, utility, sequence of instructions or the functional equivalent to determine an accurate count of such Active Employees and Terminated Web Employees, for calculating monthly Subscription fees.

Customer shall have a nontransferable and non-exclusive right to use the System only to process its own data and the data of its subsidiaries and affiliates. Customer may, at its option, replace the Vista logo with its own logo, change background colors, etc. on the system screens provided it continues to display the "Powered by PDS" logo. Customer shall not permit access to the System or Documentation by agents, consultants or independent contractors to Customer who have not been authorized by PDS or who have not executed a non-disclosure agreement with Customer. Customer shall notify PDS that it has so engaged a third party and that said third party is authorized to act on behalf of Customer regarding Support issues.

4 ACA and W-2 SERVICES: PDS provides the option of Affordable Care Act (ACA) printing and filing services, along with W-2 printing. Those services are subject to a separate annual agreement detailing the fees for the services offered.

5. PROFESSIONAL SERVICES: Customer is required to enter into a Professional Services Agreement (Addendum "B") for purposes of implementation, integration, configuration and training, as defined in the Statement of Work (SOW) or Professional Services Work Order Form attached and made a part thereof.

6. CHARGES: Subscription PEPM fees will begin at the commencement of Project Kick-Off (as defined in the SOW) and will be pro-rated to the end of that month using the Active Employee count initially noted on Addendum A. At such time as Customer commences using the Service in a Production or "Live" mode, the monthly PEPM Subscription fees charged for the Service shall be determined on the basis of the actual number of Active Employees, plus Terminated Web Employees at the applicable PEPM rate(s) as shown on Addendum A, but in no event less than 75% of the highest monthly Active Employees count. The total fees shall be billed monthly in arrears and due within thirty (30) days thereafter. Payments shall be made by either Electronic Funds Transfer (EFT) or ACH Debit. The price and all other amounts due under this Agreement shall be paid in U.S. dollars and do not include any transaction taxes, which may include local, state, provincial, federal or foreign taxes, levies, duties or similar government assessments of any nature, including, but not limited to value added taxes ("VAT"), excise, use, goods and service taxes ("GST/HST"), consumption taxes or similar taxes, (collectively defined as "Transaction Taxes"), all of which are the sole liability of and shall be paid solely by Customer. In addition, Customer shall reimburse PDS its actual travel and lodging expenses plus a per diem for meals and incidentals in accordance with the GSA rates as incurred by PDS in furtherance of its performance hereunder. Air travel shall be by coach class and lodging shall be in accordance with PDS' travel policy or at a hotel(s) designated by Customer which shall be similar in class to Holiday Inn or a mid-priced extended-stay property.

7. ADJUSTMENTS: Additional Services requested, such as changes in end-point sites and the like or emergency services, may be subject to the fees from third-party providers. Additional web sites (e.g. additional Recruiting sites) are subject to an additional one-time set-up fee per website, including an additional annual SSL fee per site. Subscription PEPM fees are subject to increases in an amount not exceeding five percent (5%), starting with the one-year anniversary date of the commencement of Project Kick-Off (as defined in the SOW), as noted above and annually thereafter. All fees charged are exclusive of any applicable tax.

8. UNPAID FEES: In the event any undisputed invoice remains unpaid for thirty (30) days and after written notice and an opportunity to cure, Customer shall be in default of this Agreement in which event PDS may elect to terminate this Agreement in accordance with Paragraph 13. All unpaid amounts shall bear interest at one and a half percent (1½ %) per month, or the maximum rate permitted by law, whichever is less. All reasonable costs of collection, including reasonable attorney's fees, shall be the responsibility of Customer.

9. DATA RETENTION: In connection with its services to Customer, PDS shall perform

- (a) a daily backup of the Customer's Production database which is retained for 7 days;
- (b) a weekly backup of the Customer's Production database which is retained for 4 weeks;
- (c) a monthly backup of the Customer's Production database which is retained for 12 months;
- (d) a quarterly and annual backup of Customer's Production database, which is archived for seven (7) years.
- (e) Such backups shall be stored at a secure off-site facility (with concurrent data replication at another secure off-site location) in compliance with PDS' disaster recovery business continuity policies as documented in PDS' SOC-1.
- (f) Notwithstanding the foregoing, the system itself maintains historical data related to employees and positions on a life-to-date basis.

10. CUSTOMER RESPONSIBILITIES: Customer shall be solely responsible for providing, updating, uploading and maintaining all of Customer's data in connection with the Service. Customer shall be responsible, at Customer's own expense, to provide access to the Internet and pay any service fees associated with such access.

11. SYSTEM MAINTENANCE/SUPPORT: Included in the monthly Subscription fees are Maintenance and Support. Maintenance shall consist of updates, upgrades, enhancements and corrections (collectively, "Updates") that may or may not be necessary for Vista to continue to accomplish its principal computing functions. Updates to Vista Time (if subscribed) are provided by nettime solutions llc. Addendum "A" contains a listing of the current Maintenance/Support features that may be modified from time to time; however, in no event shall such features or processes be diminished in a material way. Support shall consist of telephone and e-mail access to the PDS Customer Support Department during normal business hours, emergency support 24 hours 7 days per week.

12. CONFIDENTIALITY: During the period that PDS provides the Service, PDS may obtain or be exposed to proprietary or Confidential Information of Customer. Confidential Information means any data or information, whether expressly communicated as Confidential Information or not, with respect to the business, operations, marketing, promotional material, website development plans, financial status, or other non-public information (current or past) of the Customer or its employees, which has been acquired or developed by the Customer and is not generally known by or legally available to the public. PDS shall not disclose any such information to any third party, other than agents or consultants of PDS to whom disclosure is reasonably required in the conduct of the PDS' services and who have signed a Confidentiality and Non-Disclosure Agreement. In addition, Customer may be provided both PDS' and its Data Center's SSAE 18 Annual Reports. Such reports are confidential and shall be used only in the furtherance of Customer's business. This section shall survive termination for any reason.

13. TERM AND TERMINATION/CANCELLATION:

- (a) The minimum term of this Agreement shall be thirty-six (36) months, starting with the first of the month of billing provided for in Paragraph 6, above. At the end of the initial term and in the absence of any notice by Customer of an election not to renew, this Agreement will automatically renew for additional one-year term(s), subject to any increases as provided in Paragraph 7 above. Notice of intention to terminate this Agreement shall be given no less than ninety (90) days prior to the end of the term or any renewal term. Any such notice shall be delivered in accordance with Paragraph 19. In the event of early termination/cancellation, other than terminations/cancellations as provided in Paragraph 13 (b) below, Customer shall pay in full the balance of the remaining months of the then-current term using the most recent monthly billing for the calculation thereof. Notwithstanding the foregoing, no such notice shall be required to implement any increase provided for in Paragraph 7, above.
- (b) This Agreement may be terminated/canceled upon the occurrence of the following events:
 - (i) By PDS if Customer fails to pay any undisputed charges or taxes required hereunder within 30 days after receipt of written notice that such invoice is past due.
 - (ii) By either party if the other party is in default of any material provision hereof and such default is not cured within 30 days after receipt of written notice thereof;

- (iii) By either party if the other party becomes insolvent or seeks protection, voluntarily or involuntarily, under any bankruptcy law;
- (iv) In the event of a termination/cancellation pursuant to (b)(i) and (b)(iii), the remainder of the fees of the minimum term in 13(a) or any renewal term shall be due and owing in addition to any past due charges. In the event of a termination/cancellation pursuant to (b)(ii) as a result of a default by Customer, the remainder of the fees of the minimum term in 13(a) or any renewal term shall be due and owing in addition to any past due charges.

14. TAX FILING SERVICE: If Customer elects to outsource its payroll tax filing obligations; Customer shall contract with a PDS' Tax Filing Partner. All such fees for services will be paid directly to such Partner.

15. LIMITED WARRANTY AND LIMITATION OF REMEDIES: PDS WARRANTS THE SYSTEM TO PERFORM SUBSTANTIALLY IN ACCORDANCE WITH THE THEN-CURRENT OPERATING DOCUMENTATION (On-Line Help embedded in Vista as supplemented by Training Documentation) provided that: (a) Customer has not permitted access to the System by third parties that have not been authorized by PDS or who have not executed a non-disclosure agreement with Customer; (b) any error or defect detected was not directly caused by the misuse or abuse of the Service by Customer or its agents, servants, employees or contractors; (c) Customer promptly notified PDS of the error or defect after it was discovered; provided, however, that no failure or delay of notice from Customer shall relieve PDS from its liability or obligations under this section, unless, and only to the extent, PDS is materially prejudiced by such failure or delay; and (d) all fees due to PDS have been paid. PDS warrants that it is the owner of the System and that it has the authority to enter into this Agreement. PDS further warrants that the System will be free from viruses, disabling or malicious programming codes, instructions or other contaminants. PDS does not warrant that the System will be uninterrupted or error free, or that all System errors will be corrected. EXCEPT AS SET FORTH HEREIN OR IN A PROFESSIONAL SERVICES AGREEMENT AND TO THE MAXIMUM EXTENT PERMITTED BY LAW, THERE ARE NO OTHER WARRANTIES OF ANY KIND, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE WITH RESPECT TO THIS AGREEMENT, THE SYSTEM, OR ANY SERVICES OR GOODS PROVIDED BY PDS TO CUSTOMER IN CONNECTION WITH THE SYSTEM, AND SPECIFICALLY DISCLAIMS THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE WITH RESPECT TO THE SYSTEM, SERVICE AND/OR RELATED DOCUMENTATION. Except for any errors that prevent the System from performing the inquiry, data storage, update, exporting, reporting and processing functions described in this Agreement and in the addenda attached hereto, PDS, acting reasonably, shall be the sole determinant as to whether defects will be corrected and shall also determine the priority and method of the correction of any such defects within the System. Customer accepts sole responsibility for (a) the selection of the Service to achieve Customer's intended results, (b) its use, and (c) the results obtained therefrom. Without limiting any rights or remedies set forth in Addendum C, Customer's SOLE AND EXCLUSIVE REMEDY AND PDS' only obligation under the aforesaid warranty is to, by any reasonable means, cause the Service to operate substantially in accordance with PDS' then-current operating documentation (On-Line Help embedded in Vista and as supplemented by Training Documentation). TO THE MAXIMUM EXTENT PERMITTED BY LAW AND EXCEPT FOR PDS' LIABILITY PURSUANT TO SECTION 17 HEREIN, (i) UNDER NO CIRCUMSTANCES OR UNDER NO LEGAL THEORY, TORT, CONTRACT OR OTHERWISE, SHALL EITHER PARTY BE LIABLE TO THE OTHER FOR LOSS, COST, EXPENSE, OR DAMAGE TO CUSTOMER IN AN AMOUNT EXCEEDING THE FEES ACTUALLY PAID BY CUSTOMER TO PDS HEREUNDER DURING THE LIFE OF THE AGREEMENT; AND (ii) IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER FOR INDIRECT, INCIDENTAL, ORDINARY, PUNITIVE, EXEMPLARY, SPECIAL OR CONSEQUENTIAL DAMAGES OF ANY KIND WHATSOEVER INCLUDING WITHOUT LIMITATION ECONOMIC LOSS, LOST PROFITS, LOSS OF USE, LOSS OF USE OF PROFITS, COST OF DATA RECONSTRUCTION, REPROCUREMENT COSTS OR LOSS OF DAMAGED DATA SUSTAINED BY CUSTOMER AS A RESULT OF ANY BREACH OF THIS AGREEMENT OR OTHERWISE ARISING OUT OF OR RELATING TO THIS AGREEMENT OR THE SYSTEM, OR FOR ITS NEGLIGENCE OR GROSS NEGLIGENCE, OR FOR ANY CLAIM MADE AGAINST CUSTOMER BY OTHER PARTY EVEN IF SUCH PARTY HAS BEEN ADVISED OF SUCH DAMAGES OR CLAIM OR POTENTIAL CLAIM.

The parties acknowledge and agree that the limited warranty, exclusive remedies and limited liability set forth in this Agreement are fundamental elements of the basis of the bargain between PDS and

Customer, and that PDS would not be able to provide the software or services on an economic basis without such limitations.

16. OWNERSHIP, PROTECTION AND SECURITY:

- (a) The Vista System including, but not limited to the database schema and design, the "look and feel", the display screen designs, menus, report formats, information flow, presentation techniques, processing methods, input/output file structure, navigation techniques and data access methods, and all portions and copies thereof constitute a valuable asset and trade secret of PDS and are proprietary to PDS and title thereto remains in PDS and/or its licensors. Customer shall not, except as otherwise permitted by this Agreement, copy (except for archival purposes), sell, lease, transfer or reveal the system or its documentation, support procedures and results of support procedures, or copies thereof to any third party provided, however, that CUSTOMER may reveal or disclose the System to its agents, consultants and advisors to the extent reasonably necessary in the conduct of CUSTOMER's business, provided that they are subject to non-disclosure agreements. Both parties shall use all reasonable efforts to prevent disclosure to any third party of the terms and conditions of this Agreement and any information related to the Vista System; including but not limited to licensing costs and payment terms and conditions. Notwithstanding the foregoing, all data which is entered into the System by CUSTOMER or its subsidiaries and affiliates or is provided to or accessed by PDS ("Customer Data") remains the property of Customer.
- (b) During the Installation, Implementation and subsequent Maintenance and Support of the System, PDS may obtain or be exposed to proprietary or Confidential Information of Customer. Confidential Information means any data or information, whether expressly communicated as Confidential Information or not, with respect to the business, operations, marketing, promotional material, website development plans, financial status, or other non-public information (current or past) of Customer, which has been acquired or developed by Customer and is not generally known by or legally available to the public. PDS shall use all reasonable efforts to prevent disclosure of any such information to any third party, other than agents, consultants or advisors of PDS to whom disclosure is reasonably required in connection with PDS' performance of its obligations under this Agreement and who have signed a Confidentiality and Non-Disclosure Agreement. This section shall survive termination for any reason.
- (c) The obligations of Customer under Section 16 (a) and of PDS under Section 16 (b) shall not apply to information which is:
 - (i) known to such party prior to the receipt from the other party; or
 - (ii) generally known or available in the industry or to the general public through no act or fault of such party; or
 - (iii) received in good faith from a third party which has no obligation of confidentiality with respect to such information; or
 - (iv) required to be disclosed by applicable law, by order of court or the rules, regulations, or order of any governmental agency provided that that disclosing party will promptly notify the other party of the requirement so as to permit that party an adequate amount of time to contest such requirement before disclosure.

17. INDEMNIFICATION: PDS warrants that it has title to the System and agrees to defend, and hold harmless Customer, its affiliates and their directors, partners, associates, employees, successors and assigns from and against any claim, suit, demand, or action alleging that the System and/or Services or any component thereof infringes, misappropriates or violates a copyright, trade secret, trademark, patent or any other proprietary right of any third party and PDS shall indemnify Customer against all costs, expenses, and damages arising from any such claim, suit, demand, or action; provided that (1) Customer shall have given PDS prompt written notice of such claim, suit, demand, or action; (2) Customer shall participate and cooperate with PDS in the defense and settlement thereof; and (3) PDS shall have control of the defense of such claim, suit, demand, or action and the settlement or compromise thereof. In the defense or settlement of such claims PDS shall, in its reasonable judgment and at its option and expense: (i) obtain for Customer the right to use the System and/or Services, (ii)

replace or modify the System and/or Services so that it becomes non-infringing while giving equivalent performance.

18. ARBITRATION/APPLICABLE LAW: This Cloud Subscription Agreement shall be construed and enforced according to the laws of the Commonwealth of Pennsylvania. Any dispute, controversy, or claim arising out of or relating to this Agreement, or the validity, interpretation, enforceability, or breach thereof, which is not settled by agreement between the parties, shall be settled by binding arbitration in the Commonwealth of Pennsylvania, in Philadelphia, administered by the American Arbitration Association under its Commercial Arbitration Rules. The decision of the arbitrator shall be final and binding on the parties. A judgment on the award rendered by the arbitrator may be entered in any court having jurisdiction, or application may be made to such court for judicial acceptance of the award and an order of enforcement, as the case may be. The expenses of such arbitration, including the fee, if any, of the arbitrator, shall be divided between the parties on an equal basis unless otherwise specified in the arbitrator's award. Each party shall pay the fees and expenses of its own witnesses and counsel, unless the arbitrator shall specify otherwise in the award.

19. NOTICES: Any and all written notices between PDS and Customer with reference to this Cloud Subscription Agreement shall be sufficiently effective upon receipt if sent by registered or certified mail or overnight delivery service to the President of the respective party at the respective address above.

20. PUBLICATION: Customer consents to publication of its name and logo by PDS in a factual listing of PDS' Customers within presentations, on tradeshow signs and on its website. PDS shall seek Customer's prior written authorization for any other use of Customer's name or logos.

21. MISCELLANEOUS

- (a) This Agreement, including the Statement of Work and attachments hereto, constitutes the complete agreement between the parties and supersedes all previous communications, representations or agreements, either written or oral with respect to the subject matter hereof. No modification or amendment of this License will be binding on either party unless acknowledged in writing by their duly authorized representatives.
- (b) If any provision of this Agreement, or any portion thereof, is declared invalid, the remaining provisions shall nevertheless remain in full force and effect.
- (c) Failure of either party to assert any of its rights on any one occasion under this Agreement shall in no way be construed as a waiver of such rights on any other occasion nor shall a waiver of any right of either party constitute or be deemed a waiver of any other right.
- (d) The headings used in this Agreement are included for reference only and shall not affect the meaning or interpretation of this Agreement
- (e) Except for actions for non-payment or breach of the PDS proprietary rights in the software, any action or claim, regardless of form, whether in contract or tort, including negligence or otherwise, arising out of or in connection with this Agreement, must be brought by either party by December 31 of the year following the year in which the cause of action did arise or is alleged to have arisen.
- (f) Customer shall have sole responsibility and liability with respect to the propriety and use of the data maintained by the System.
- (g) Customer agrees that all training and procedural materials developed by PDS, in conjunction with the installation of System for use by Customer, shall be the property of PDS, subject to the right to reproduce for Customer's internal use. Customer further agrees that additions and supplements to System, which may be developed for Customer through the reimbursed or non-reimbursed efforts of PDS employees or its agents, whether or not in conjunction with Customer's employees or agents, shall be the exclusive property of PDS.
- (h) PDS and Customer agree that without the written consent of the other party, it shall not make an offer of employment to any employee of the other until one (1) year after the termination of employment, provided, however, that such restriction shall not apply to employees of PDS and Customer who were not involved in any material aspect of the transaction covered by this Agreement.
- (i) No purchase order or other ordering document that purports to modify or supplement this Agreement or any Addenda or Amendment shall add to or vary the terms of this Agreement,

and all such proposed variations or additions (whether submitted by PDS or Customer) are objected to and deemed material unless agreed to in writing by both parties to this Agreement.

- (j) Under current licensing requirements, the delivered Crystal Reports may be accessed without payment of any fees by Customer. In the event Customer wishes to modify a delivered report or create a new report, Customer must either purchase a license for its own use (or have an existing license). For Version number, please see the current Vista Hardware/Software Configuration document. Crystal Reports licensing requirements are subject to change.
- (k) Neither party will be liable for any failure to perform any obligation (other than payment obligations) hereunder, or from any delay in the performance thereof, due to causes beyond its control, including industry-wide disputes of whatever nature, acts of God, public enemy, acts of government, failure of telecommunications or other casualty. This provision shall not apply to the failure of the system as a result of defects in the system or its components.
- (l) This Agreement may be executed in writing or by electronic signature in any number of counterparts and all such counterparts shall be deemed to constitute a single Agreement notwithstanding that all parties are not signatories to the same counterpart. A facsimile transmission or PDF between Customer and PDS shall constitute a substitute original and thus a counterpart and shall be valid and binding for any and all purposes.

PDS	CUSTOMER
Signature _____	Signature _____
Title _____	Title _____
Date _____	Date _____

THIS AGREEMENT INCORPORATES THE FOLLOWING ADDENDA AND SCHEDULES:

Addendum A – Pricing
Statement of Work (SOW)

Addendum B – Professional Services
Addendum C – Service Level Agreement



CLOUD SUBSCRIPTION AGREEMENT

ADDENDUM A

Quotation Date: September 22, 2020 **Sales Rep:** Jeanne Eberly

Customer Name: Carteret County Government **Estimated Active Employees:** 650

Address: 302 Courthouse Square Suite 215 **City/State/Zip:** Beaufort, NC 28516

PDS Components	Total Cost
<u>Vista HR, EasyAsk, Workflow, Self-Service, Manager Self-Service, Analytics</u>	<u>Included in PEPM</u>
<hr/>	<hr/>
Total PDS Components	Included in PEPM
Professional Services*	\$27,010

* As detailed in the Statement of Work and/or Professional Services Work Order Form

One Time Cloud Set-Up Fee: (\$9,250) - Included

	Costing Basis	Initial Monthly Cost
<u>Recurring Active Employees Fee:</u>	<u>\$6.00 PEPM</u>	<u>\$3,900</u>
<u>Recurring Terminated Web Employees Fee</u>	<u>\$1.00 PEPM</u>	<u>\$TBD</u>

AMOUNT DUE:(Set-Up Fee - \$9,250 has been included) **\$.00**

- MANAGED COMMUNICATION SERVICES INCLUDES THE FOLLOWING:**
- Activation of three (3) System environments (Production, Test & Training)
 - Database and computer systems maintenance and management
 - Security and patch management
 - Full disaster recovery and failover
 - Access through a secure Virtual Private Network (VPN) on a 24/7/365 basis
 - Tier 3 Data Center – SSAE 18 compliant.



SYSTEM MAINTENANCE/SUPPORT INCLUDES THE FOLLOWING:

- Telephone and email access during regular Support Hours
- 24x7x365 after-hours emergency response
- Quarter-end and Year-end support
- Online Support issue tracking through a dedicated Support portal
- Video Learning Library
- PDS Technical Support
- PDS User Group Association (UGA) membership
- PDS Blog with articles written by your peers

STANDARD VISTA CONFIGURATION: Payroll, HR, Benefits, Recruiting, Analytics, Self-Service, eAssistant

PDS	CUSTOMER
Signature _____	Signature _____
Title _____	Title _____
Date _____	Date _____



CLOUD SUBSCRIPTION AGREEMENT ADDENDUM B PROFESSIONAL SERVICES AGREEMENT

This Addendum is attached to and made part of the Cloud Subscription Agreement between Personnel Data Systems, Inc. (hereinafter PDS) and **Carteret County GovernmentA**, (hereinafter Customer), dated even date herewith.

1. Project Services

PDS shall provide Professional Services and Assistance such as development, training, data conversion, integration, customization or interface(s) services and implementation services (Services), shown in the Statement of Work (SOW) attached hereto and made a part hereof, in support of Customer's project, (the "Professional Services"). PDS expressly disclaims any liability that the use of, transfer or storage of Customer Data will comply with any laws, rules or regulations applicable to Customer or its employees or ensure Customer's compliance with any laws, rules or regulations. The Professional Services shall be on a "time and expense" basis with time being charged at the hourly rate as specified in the SOW. The rates quoted in the SOW are guaranteed for all work under the attached SOW. Thereafter; PDS reserves the right to adjust its hourly rate for subsequent services. PDS represents and warrants that all work shall be performed in a timely and professional manner by Vista Implementation specialists having a level of skill commensurate with the requirements of Customer's project. Said implementation specialists shall, at all times, observe security and safety policies of Customer.

2. Method of Performing Services

Customer shall have the right to and shall control the manner or determine the method of accomplishing the work performed. Customer shall be entitled to exercise broad general powers of supervision and control over the results of work performed by PDS to ensure satisfactory performance, including the right to inspect, the right to make suggestions or recommendations as to the details of the work, and the right to propose modifications or extensions to the work. In the event Customer requests modifications or extensions to the work which are, with respect to the SOW, either outside the scope of the defined work or will likely result in the need to increase the estimated hours necessary, then Customer shall execute a Change Order (as defined in the SOW) to be incorporated into this Addendum.

3. Customer Responsibilities

Customer acknowledges that the implementation of a software system with the functionality of the Vista System is a significant project and will require knowledgeable resources to be supplied by Customer in order to ensure the success of the project. Project management shall be as noted in the SOW. Customer shall provide reasonable access (direct and/or remote) to its computers, operating systems and any systems software necessary for the Professional Services to be performed. Customer shall designate and provide reasonable access to individual(s) that are knowledgeable of Customer's computing and database environments. Customer hereby acknowledges that the success of the project initiated in order to implement the System, shall be the primary responsibility of Customer.

4. Term

The term of this Addendum shall commence on the date set forth herein and shall continue through the completion of the Professional Services set forth in the SOW attached hereto, and thereafter for so long as PDS is requested to provide Professional Services pursuant to subsequent Professional Services Work Orders or Change Orders. This Professional Services Addendum may be terminated by either party upon written notice for breach, specifying the nature of the breach and providing an opportunity to cure within 30 working days; provided that the cure period for any failure of Customer to pay fees and charges due hereunder shall be ten (10) days from the date of receipt by Customer of notice of such failure.

5. Fees, Expenses, and Payment



In consideration of the Professional Services to be performed, Licensee shall pay the fees estimated in the SOW as and when billed in accordance with the terms herein. In addition, Licensee will be charged for the cost of travel and lodging expenses and a per diem for meals and incidentals in accordance with federal guidelines. PDS shall invoice Licensee for the Professional Services performed and any expenses associated therewith. Licensee shall pay all fees and expenses owing to PDS hereunder within 30 days of receipt of an invoice. All payments shall be made by either Electronic Funds Transfer (EFT) or ACH Debit. Notwithstanding anything to the contrary Licensee shall not withhold any payment for reasons beyond the control of PDS, nor for Licensee's inability to comply with its obligations. Fees shall be invoiced weekly unless otherwise specified in a Statement of Work. PDS reserves the right to apply a service charge to any unpaid balance at the rate of 1.5% per month (but in no event more than the maximum allowed by law) for any fees not paid within thirty (30) days from the invoice date.

6. Cancellation of Scheduled Services

In the event Customer cancels previously scheduled Professional Services due to reasons other than performance failures or delays by PDS, it shall do so by providing PDS notice of cancellation by e-mail **and** voice mail to PDS' Vice President of Services at least five (5) business days prior to the scheduled start of the particular Professional Services.

PDS	CUSTOMER
Signature _____	Signature _____
Title _____	Title _____
Date _____	Date _____



CLOUD SUBSCRIPTION AGREEMENT ADDENDUM C SERVICE LEVEL AGREEMENT

This Addendum is attached to and made a part of the Cloud Subscription Agreement (“Agreement”) between Personnel Data Systems, Inc. (hereafter PDS) and **Carteret County Government** (Customer) of even date herewith.

Any term used herein, which is not otherwise defined, shall be defined as set forth in the Agreement. To the extent any terms in this Addendum are inconsistent with terms in the Agreement; the terms of this Addendum shall govern with respect to Services to be provided hereunder.

General – PDS Service Level Agreement

All implementation services which are included as part of a Service offering, are detailed in Addendum B and attachments to the Cloud Subscription Agreement.

A. Vista Software Functionality

1. The components of the Vista software are defined in Addendum A of the Agreement.

B. Vista Software Performance

1. Standard application performance, shall meet the following criteria. Performance shall continue to be monitored in accordance with Paragraph H, below.
2. Customer shall provide Internet connectivity that it owns or manages of the physical type (T-1, T-3, DS1 or greater, DSL (symmetrical transport @ 512Kb or higher). Customer shall also provide a Secured File Server so as to be available for workflow messaging and file transmissions at its location at the end of the VPN tunnel.
3. Vista back end processing, (Payroll, HR, Benefits and Interface applications) and complex reports, due to their nature, are not subject to the visual screen performance thresholds described in the following context.
4. Vista browser client, in conjunction with approved connectivity capacities, will, under other than extraordinary conditions, deliver typical screen level response times that are less than or equal to 2 seconds. The Local Area Network (LAN) equivalent response times for the most basic inquiries to a single employee record will be sub-second.
5. Intermittent application response times, which exceed the above-described limits, should be anticipated and are deemed as normal and acceptable behavior. This is valid provided that the exceptions do not exceed their respective thresholds for a continuous period of time in excess of 1 hour other than in emergency or disaster conditions.

C. Vista Maintenance/Support

1. System Maintenance and Support shall be in accordance with the provisions of Section 11 of the Cloud Subscription Agreement.

D. Cloud Managed Services

1. The Equipment shall operate on conditioned UPS-buffered electrical circuits with transparent and

immediate access to a backup power source capable of sustaining power to the Equipment during any interruption to the primary power source.

2. **Operating System Management Services.** PDS shall provide Operating System (OS) Management Services for all servers provided for use or partial use by Customer. Operating System Management Services include the initial OS build on the server; OS patch maintenance, including version upgrades when available from the vendor; resolution of detected OS failures; OS configuration changes and management of OS administration accounts. PDS will maintain all OS and system administration security accounts in conjunction with the PDS Cloud Services infrastructure.

3. **Database Management Services.** PDS shall provide Database (DB) Management Services for all servers provided for use or partial use by Customer. Database Management Services include the initial DB build on the server; DB patch maintenance including version upgrades when available from DB vendor; resolution of detected DB failures; table compaction or reorganization; DB configuration changes and management of DB security access.

4. **Software Installation Services.** PDS shall provide Software Installation Services for the specific software products set forth in Addendum A to the Cloud Subscription Agreement. Software Installation Services also include the installation of new software versions, releases, maintenance updates published by PDS.

E. NETWORK SERVICES AND INTERNET ACCESS SERVICES

1. Network Services are provided to Customer only in conjunction with Customer’s Internet Access, so as to connect to PDS’ VPN. Network Services shall be provided as part of the PEPM Services fees specified in the Agreement and in accordance with the terms and conditions of that Agreement.

2. The Network Services shall be made available to Customer on an exclusive, 24-hour, 7-day per week basis (excluding downtime attributable to previously scheduled infrastructure and network routine and preventative maintenance). All circuits will be connected between the network entry point at Customer, as designated and coordinated by PDS (“point of presence”).

3. PDS’ VPN will provide Customer with direct and secure connectivity to its respective Database and Web servers



over the Internet subject to the terms and conditions of the Agreement and its attachments. The Internet is not owned, operated or managed by, or in any way affiliated with PDS or any of PDS' affiliates. The Internet is an international computer network of both Federal and non-Federal inter-operable packet switched data networks. PDS cannot and will not guarantee that the response of the internet access (outside PDS' control) remains sufficient at all times to meet Customer's expectations. Customer agrees that its use of the VPN and the Internet is solely at its own risk and is subject to all applicable local, state, national and international laws and regulations ("Applicable Laws"). Each of Customer and PDS represent and warrant that they will comply with all Applicable Laws in its implementation and use of the VPN.

4. **Managed Internet Access Service.** PDS shall provide Customer with a dedicated IP VPN connection based on Customer's employee size and projected usage at the time of licensing consistent with this Service Level Agreement.

5. **Remote Access Service.** PDS will provide direct access to Vista outside of Customer's corporate network from any Internet connection (Vista Anywhere). Such access to Vista is secured via a 128-bit SSL Certificate encrypted connection which is the responsibility of Customer, but which PDS will install and manage. PDS is not responsible for the support of home/remote user computer equipment or software.

6. **Domain Name Service (DNS) Administration Services.** PDS will not provide DNS Administration Services for the systems associated with Cloud Managed Services. DNS Administration will be limited to consultation with Customer's IT department as to the inclusion of IP to name record configuration for the purpose of allowing users of the hosted application servers access by name instead of IP address in accordance with Customer supplied configuration instructions.

F. AVAILABILITY SERVICES

1. **Disaster Recovery Services.** PDS shall provide Disaster Recovery (DR) services in conjunction with Business Continuity Services, below, which will replicate, as nearly as possible, subject to the last available backup, Customer's system, environment and data. If an event occurs necessitating the use of the DR Services, said services shall be provided within a 4 hour Mean Time To Recovery (MTTR) period.

2. **Data Backup Services.** PDS shall provide Data Backup Services for Customer's data as set forth in Section 9 of the Cloud Subscription Agreement and its attachments.

3. **Business Continuity Services.** PDS shall provide Business Continuity Services for the system and devices in conjunction with the Disaster Recovery Services above. Business Continuity Services include disaster recovery services for the Equipment and Systems; Production Services, if applicable; maintenance of disaster recovery plan.

G. SECURITY SERVICES

1. **Managed Firewall Services.** PDS or its VPN provider, shall provide Managed Firewall Services for each firewall and one (1) Virtual Private Network (VPN) tunnel for each firewall. Managed Firewall Services include Equipment Management; Device Monitoring; firewall policy configuration upon Customer request; firewall policy backup; and resolution of firewall problems. Customer agrees to notify PDS of any changes to user access.

2. **Managed Intrusion Detection Services.** PDS or its VPN provider shall provide Managed Intrusion Detection Services (IDS) as Network IDS and/or Host IDS. Intrusion Detection Services include the installation and configuration of IDS hardware and software; configuration of IDS rules; resolution of IDS configuration problems; signature file appliance and management; monthly backup of critical configuration files; 24x7x365 intrusion monitoring and notification to Customer of detected intrusion alerts.

3. Intrusion Detection Services are provided by PDS' third party contractor, currently Sprint and Qualys, Inc.

H. MONITORING SERVICES

Monitoring Services include: (i) 24 x 7 x 365 monitoring of alerts generated by the monitoring service; and (ii) notification to Customer of detected alerts. Customer agrees to return any forms required by PDS to correctly implement Monitoring Services. Monitoring Services are provided within a measurement period ("polling period") whereby the monitoring system detects resource availability or resource utilization. There may be occasions when monitored resources reset completely within the polling period for that service, and therefore may not be detected.

1. **VPN Monitoring Services.** The VPN provider shall provide VPN Monitoring Services. VPN Monitoring Services include the detection of VPN Tunnel connectivity failure. The frequency of the polling of devices will be every five (5) minutes. PDS will require ICMP (Ping) access to the Customer's Staging Server for monitoring the connection.

2. **Database Monitoring Services.** PDS shall provide daily Database Monitoring Services (DBMS). Database Monitoring Services include provision and installation of monitoring agent; and monitoring of table-space utilization, DBMS logs and DBMS related file systems.

3. **Platform Monitoring Services.** Platform Monitoring Services include provision and installation of monitoring agent, monitoring of CPU, memory, and file system utilization, as well as system and IP port availability. The frequency of Platform Monitoring Services will be every five (5) minutes.

4. **Website Monitoring Services.** Basic Website Monitoring Services includes the detection of HTTP error codes and URL failure to respond to an HTTP GET request



within a specified threshold. The frequency of the polling of URLs will be every five (5) minutes.

5. **Performance Monitoring Services.** In conjunction with the overall database, device, network, and website monitoring, PDS will continue to monitor the overall performance of the system to ensure that response times stay within those defined in Paragraph B, above.

I. PROBLEM RESOLUTION

1. **Detection.** Within one (1) hour of PDS' determination that there is a critical problem including, but not limited to, loss of connectivity associated with a device or system for which Customer has contracted with PDS, PDS will notify Customer by e-mail to Customer's designated staff of the problem and immediately engage then-available technical support to assist in problem diagnosis. Non-critical problems will be handled in the normal course by PDS Support.

2. **Service Impacting Event.** As necessary, following the detection and subsequent notification to Customer of a service impacting event associated with a device or system for which PDS or its third-party contractors are responsible, if the problem has resulted in a service outage, PDS or its third-party contractors will, within two (2) hours, determine an appropriate course of action to remedy the Service Impacting Event. Thereafter, PDS will within two (2) hours restore full device and/or system service to Customer. PDS shall be allotted a total of four (4) hours, notwithstanding the time elapsed in each of the above segments. PDS shall provide continuous support to Customer in accordance with the terms of the Agreement for problem resolution until the service has been restored. In the event the outage or service impacting event exceeds 8 consecutive hours whereby PDS and or its Vendor partners fail to restore service, Customer shall be credited three (3) days of PEPM Services fees for each consecutive 8 hour period or part thereof.

J. TERMINATION

1. **Termination** Upon cancellation of Cloud Managed Services under the terms of this Agreement and provided Customer is not in default of its payment obligations under the Agreement, PDS shall provide Customer with reasonable and orderly data retention, maintenance and transition services ("Transition Services"), by way of an export of the requested data in a mutually agreed upon format from the most recent system backup, and information and documentation that may reasonably be needed by Customer in connection with the orderly and expeditious transition of the Services. The Transition Services shall be provided for a period of up to one hundred twenty (120) days, provided Customer continues to make timely payments of the PEPM Services fees as set forth in the Cloud Subscription Agreement. Upon completion of transition of the services, as selected by Customer, PDS agrees to destroy all data related to Customer's use of the product, including, but not limited to, data backups, production system databases, test systems and development systems.

K. SERVICE LEVEL COMMITMENTS

1. Internet Access Availability.

- **Definition** – "Internet availability" is defined as the ability to route a data packet from Customer's environment to the Cloud Managed Services facility via the VPN.
- **Guarantee** – PDS guarantees 99.95% availability of its Internet protocol network utilized to access the Internet during a calendar month for Customer to transmit information to and receive information from the Internet from the Designated Facility.
- **Measurement** – PDS will measure availability of the PDS internet protocol network by computing the total number of successful performance measurements between agents (transmission control protocol "TCP") open request, acknowledgment and HTTP download) as a percentage of the total number of attempts between agents. Network error conditions are considered "failed attempts". Measurements will be posted to the secured Customer Support Website, as defined in the Services Guide.
- **Remedy** – If PDS fails to provide System access in accordance with the Guarantee, subject to the exceptions noted herein, then Customer is entitled to a credit of one (1) day's PEPM Services fees presently in effect. If Customer exceeds eight (8) or more cumulative full hours of unavailability during a calendar month, Customer shall be issued a total credit of one (1) month's PEPM Services fees then currently in effect for the calendar month in which PDS failed to meet the Internet Access Availability Guarantee.

2. Latency.

- **Definition** – Latency is defined as the round trip time it takes for a data packet to travel between two agents within PDS' Internet protocol network. "Agents" are defined as passive devices that are located in the Cloud Managed Services facility to take measurements across the PDS Internet protocol network
- **Guarantee** – PDS guarantees that average round trip latency between any two agents within PDS' internet protocol network will not exceed an average of 75 milliseconds in North America during any calendar month.
- **Measurement** – PDS will measure latency by averaging sample measurements taken during the prior calendar month between agents on PDS' Internet protocol network. PDS records the packet measurement based on the time in milliseconds that it takes to send a data packet and to receive the acknowledgement of that data packet.



- **Remedy** – If PDS’ average monthly latency is greater than the level referenced above, then Customer is entitled to a credit of one (1) day’s Application Management Service fees then currently in effect for the calendar month in which PDS failed to meet the average trip Latency Guarantee.

3. Notification.

- **Guarantee** – PDS shall notify Customer, as set forth herein, within one (1) hour by e-mail to Customer’s designated staff after PDS has determined that Customer’s Equipment/Services are unavailable.
- **Remedy** – PDS shall credit Customer one (1) day’s PEPM Services fees for the calendar month in which PDS fails to meet the Notification Guarantee, which

will not exceed eight (8) one (1) day credits per calendar month.

4. Remedies General.

PDS shall not be responsible for the failure to meet a Service Level if the failure is caused proximately by: (a) the breach of the Cloud Subscription Agreement by Customer; (b) the negligence or intentional acts and omissions of Customer or its employees or agents; or (c) acts of civil or military authority; criminal acts or acts of terrorism. In addition, any mutually agreed scheduled maintenance (including upgrades, repair or component replacement or scheduled backups) or other mutually agreed-to downtime shall not be included in calculating the Availability Guarantee or in determining if the Notification Service Level has been met. (Collectively all of the above shall be referred to as “Exceptions”).

PDS	CUSTOMER
Signature _____	Signature _____
Title _____	Title _____
Date _____	Date _____

IV. Consent Agenda

14. Approval of Memorandum of Agreement ("MOA") with the Coastal Federation to Construct and Maintain Trails on the Stroud Tract

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director



Beaufort Office Phone 252-728-8545
Western Office Phone 252-222-5833

MEMORANDUM

DATE: October 5, 2020

TO: Carteret County Board of Commissioners

CC: Tommy Burns, County Manager

FROM: Eugene Foxworth, Assistant County Manager & Planning Director 

RE: Memorandum of Understanding with the Coastal Federation to Construct and Maintain Trails on the Stroud Tract

Please see attached a Memorandum of Understanding between the County and the North Carolina Coastal Federation for construction and maintenance of a trail system on the Stroud Tract for your consideration. As you aware the County acquired approximately 66 acres of property on Highway 24 back in March to construct a boating access and provide passive recreational opportunities. The Coastal Federation is seeking funds to design and construct a trail system on this tract. This will not interfere with the boating access and will provide passive recreation opportunity for our citizens. This MOU effectively charges the Coastal Federation with design and construction of a trail system and the County with long term maintenance.

**Memorandum of Understanding
Between Carteret County and the North Carolina Coastal Federation**

1. INTRODUCTION

The parties of this MOU, Carteret County and North Carolina Coastal Federation (a non-profit environmental organization) partnered to acquire 76.25 acres of land in the community of Ocean on March 20, 2020. The State of North Carolina was granted a conservation easement on 24.14 acres, preserving that natural habitats in that area. The Federation plans to build a Center for Coastal Protection and Restoration on its 10 acres on the southwest side of the property. Carteret County will manage the remaining acres, including the protected conservation areas as a county nature park offering nature trails and recreational opportunities.

2. PURPOSE

The parties intend by this MOU to establish a mutually beneficial construction and maintenance arrangement whereby Carteret County will allow the Federation to construct a nature trail, including boardwalks and educational signage, on county property. The mutual use and the basic relationships, roles and responsibilities of the parties will be addressed by this MOU.

3. ROLES AND RESPONSIBILITIES OF THE PARTIES

North Carolina Coastal Federation will:

- Oversee the design and construction of the nature trail and boardwalks;
- Secure funding for the design and construction of the nature trail and boardwalks;
- Provide educational materials and signage for the public;
- Promote the trail to the public;
- Perform routine monitoring of the trail and boardwalks; and
- Notify Carteret County of any damage to the trail and need for repair/maintenance as is deemed necessary.

Carteret County will:

- Review and approve the design and layout of trails; and
- Be responsible for all repairs and maintenance of the trail and boardwalks associated with normal use, wear and tear, as funding allows.
- Be responsible for all repairs resulting from a natural disaster as funding availability allows.

4. AGREEMENTS

In order to foster the successful completion of this MOU, the parties agree to the following terms and conditions:

- a. Each party pledges in good faith to go forward with this MOU and to further the goals and purposes of this MOU, subject to the provisions of the MOU. The parties shall attempt to resolve disputes through good faith discussions.
- b. This MOU calls for the joint use of the county nature park. Each party will ensure activities, equipment, or materials do not impede the operations or activities of the other party.
- c. This MOU can be terminated by mutual agreement of the parties or otherwise in accordance with Provision 7.

5. PRIMARY CONTACTS

The parties intend the provisions of the MOU shall be carried out in the most efficient manner possible and with minimal miscommunication. To those ends, the parties intend to designate individuals that will serve as primary contacts between the parties. The primary contacts will delegate responsibility for communications regarding specific day-to-day operational and maintenance tasks to appropriate staff members, and that assignment of duties will be communicated to both parties to this MOU. The primary contact for the North Carolina Coastal Federation is the Executive Director (Todd Miller) and the primary contact for Carteret County is the Assistant County Manager (Eugene Foxworth).

6. ADMENDMENTS

This MOU may be amended only by a written agreement signed by the parties.

7. EXTENSION; TERMINATION

This MOU shall be reviewed ten years from the date it was fully executed by all signatories, modified in writing if mutually acceptable and necessary, and extended for another ten year period by written agreement of both parties to the MOU. The MOU terminates if: 1) either party fails to meet stated responsibilities or 2) both parties to the MOU mutually agree in writing to terminate the agreement.

The parties hereby agree to the foregoing MOU, which shall become effective upon full execution by the signatories listed below.

For the North Carolina Coastal Federation:

Todd Miller, Executive Director

Date

For Carteret County;

Date

IV. Consent Agenda

15. Approval to Enter into Agreement and Vendor Setup Associated with a National Fish & Wildlife Foundation Grant Totaling \$1,513,500 for Two Proposed Living Shoreline Projects at Wainwright Slough and Carrot Island/East Taylor's Creek

Shore Protection Manager

Greg L. Rudolph
Tel: (252) 222.5835
Fax: (252) 222.5826
grudolph@carteretcountync.gov



Memorandum

To: Carteret County Board of Commissioners (CBOC)
From: Greg "rudi" Rudolph
Date: October 19, 2020
**Re: NFWF Living Shoreline Grant Acceptance for Wainwright Slough
& Carrot Island/East Taylors Creek East (\$1,513,500)**
- Formal Agreement & Vendor Setup

The CBOC is respectfully requested to consider and approve an attached *Agreement* and *Vendor Setup* associated with a National Fish and Wildlife Foundation ([NFWF](#)) grant totaling \$1,513,500 for two proposed living shoreline projects at Wainwright Slough and Carrot Island/East Taylors Creek. The grant funding emanated from the Emergency Coastal Resilience Fund ([ECRF](#)), which was passed by Congress in June 2019 and was created to increase the resilience of coastal communities located within federally-declared disaster areas impacted by hurricanes *Florence* and *Michael*, Typhoon *Yutu*, and the wildfires in 2018. The non-profit NFWF was chartered by Congress in 1984 and obviously administers the grant; and our engineering/planning team at Moffatt & Nichol spearheaded and coordinated a very competitive grant application process on our behalf. A total of [twenty-six projects](#) throughout the Country were awarded ECRF funding. The CBOC should be acutely aware the Grant does include **a compulsory match of \$1,514,941** or roughly \$760,000 per project, which we will discuss in greater detail below (i.e., the project scope and how the compulsory match can be generated).

The attached 3-page summary placemat sheet includes a one-page narrative and **two maps** depicting the general configurations of the living shoreline projects at Wainwright Slough and Carrot Island/East Taylors Creek.

Wainwright Slough - Our intent would be to construct a 1,900 linear feet living shoreline along the periphery of Wainwright Island, which will serve as our disposal area for the next time we dredge Wainwright Slough. We have successfully secured a permit (Major CAMA Permit Modification #29-17) to "follow the deep water" rather than adhering to a fixed alignment, which should help us reduce our dredging volume the next time we dredge and keep the channel away from Wainwright Island, which has traditionally eroded and shoaled Wainwright Slough itself. Besides providing sustainable habitat, the living shoreline would help stabilize the Wainwright Disposal Island as well. This is very much akin to our Atlantic Harbor approach we just completed. Accordingly because there is a strong navigation nexus associated with the living shoreline, we should be able to utilize the State's Shallow Draft Navigation Channel Dredging & Aquatic Weed Fund (Shallowdraft Fund) as we did with Atlantic Harbor. The Shallowdraft Fund incorporates a "2 State dollar for 1 Local dollar" reimbursement formula, hence our compulsory match for the NFWF fund at Wainwright would be reduced by 2/3. Basically we would be paying for 1/6 of the total living shoreline cost at Wainwright Slough/Island (3/6 NFWF, 2/6 State, 1/6 County).

Carrot Island/East Taylors Creek - This project also includes a 1,900 linear feet living shoreline positioned along the east end of Carrot Island. This is the headland of Carrot Island located across the Creek from Lennoxville Point as East Taylors Creek conflues with the North River Channel. Ideally we would construct the living shoreline in conjunction

with our dredging event planned at East Taylors Creek (CAMA Major Permit #35-20). Our disposal area is located within the Atlantic Veneer Property as executed via a July 2019 agreement. Because the living shoreline component at this project does not have a strong navigation nexus, we would have to seek other funding pathways. We would outreach to the N.C. Coastal Federation and Racheal Carson Reserve (NCDEQ) to this end. From a County perspective, we could use sales tax proceeds dedicated to enhancing our waterways if the referendum passes or General Funds.

When considering the attached Agreement and the above/attached background material, please note that the NFWF funding is in the form of reimbursement. By approving the Agreement, we are enabling the County to be reimbursed for roughly 50% of the expenses. If one or both projects are not constructed for any reason (e.g., preference, funding, permitting, etc.), then there are no expenses to be reimbursed in the first place and we would likely lose the grant. The goal is to set ourselves up for reimbursement and to leverage other funding sources as we implement these two permitted dredging projects under our timelines. The living shoreline components would aid the navigational infrastructure we are putting in place and make our communities and the resources contained therein more resilient to future storms.



Building Adaptive Shorelines for Resilient Coastal Communities

FUNDING SOURCE & AMOUNT

National Fish and Wildlife Foundation - Emergency Coastal Resilience Fund (ECRF)

- \$1,513,500 award
- \$1,514,941 matching funds committed by Carteret County
- NC DWR Shallow Draft funds to be requested as match

TIMEFRAME

- Awarded March 2020
- Construction of project is anticipated for spring 2021/winter 2021
- Period of Performance is June 30, 2020 to December 31, 2022

GRANT ADMINISTRATOR

Carteret County Shore Protection Office

GRANT PARTNERS

NC Coastal Reserve and National Estuarine Research Reserve
NC Coastal Federation

SUMMARY / DESCRIPTION

The proposed project, *Building Adaptive Shorelines for Resilient Coastal Communities*, will utilize an innovative living shoreline design approach at two proposed project locations to support ongoing shallow draft navigation channels and adjacent habitat. Carteret County Shore Protection Office is committed to conserving and restoring areas of open space surrounding the County's population centers and community infrastructure where the greatest potential to benefit both human community resilience and fish and wildlife resources intersect.

Due to severe impacts from Hurricane Florence, the County's Shore Protection Office has committed focus to beneficial use of dredged material from the County's shallow draft navigation projects which has become an important topic amongst its coastal communities including Beaufort and the Down East Community.

Functional resiliency improvement projects utilizing living shoreline stabilization approaches have been selected by the National Fish and Wildlife Foundation through Congressionally-authorized federal funds to be installed at the Rachel Carson National Estuarine Research Reserve (east end of Carrot Island) and on Wainwright Island, Core Sound, NC. These two areas were prioritized in the County's planning process as they are ready for on-the-ground implementation within 12 to 24 months of grant award and provide the most accelerated outcome to protect the County's coastal communities.

Key goals of these two projects are to stabilize, or facilitate the expansion of, estuarine marsh shorelines and protect two critical economically important navigation channels to ensure the coastal communities of Beaufort and Cedar Island can protect their infrastructure, properties, and way of life from future storm impacts and enhance estuarine fish and wildlife.

GRANT GOAL(S)

Wainwright Island Living Shoreline:

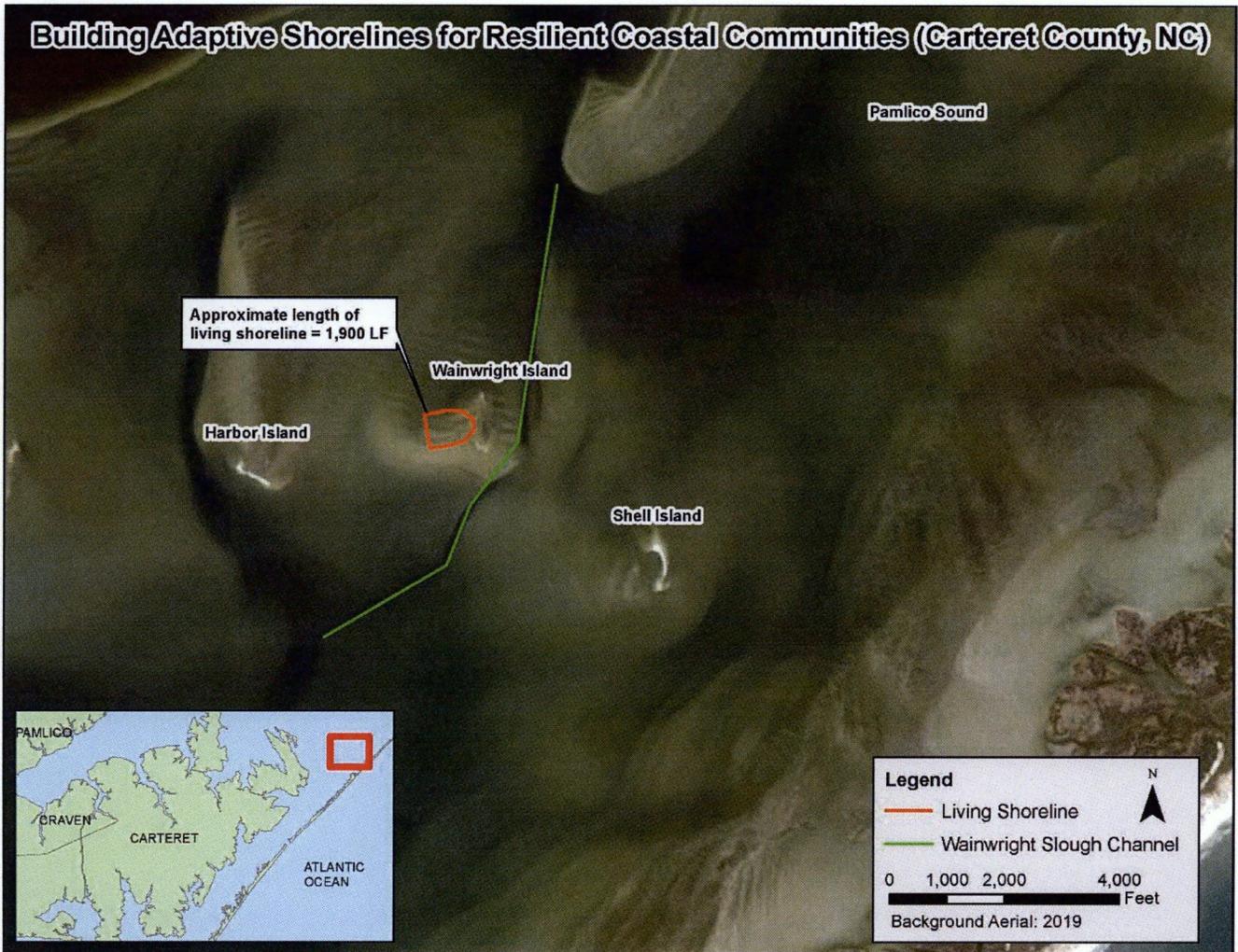
- Approximate 1,900 linear ft living shoreline to be constructed at Wainwright Island in winter 2021 simultaneously with beneficial dredging of Wainwright Slough.
- Living shoreline will support stability and longevity of Wainwright Island and reduce dredge maintenance needs.
- Living shoreline will minimize sloughing of material and reduce shoaling in Wainwright Slough and support commercial navigation.

Carrot Island Living Shoreline:

- Approximate 1,900 linear ft living shoreline to be constructed along the east end of Carrot Island in spring 2021, immediately after maintenance dredging of East Taylor's Creek.
- The project goals will focus on providing a resilient shoreline structure capable of sustaining the flood and wave event with a 50% chance of occurrence over a 25-year period.



Building Adaptive Shorelines for Resilient Coastal Communities (Carteret County, NC)



Building Adaptive Shorelines for Resilient Coastal Communities (Carteret County, NC)



	NATIONAL FISH AND WILDLIFE FOUNDATION GRANT AGREEMENT	1. NFWF PROPOSAL ID: 66985	2. NFWF GRANT ID: 0318.19.066985
		3. UNIQUE ENTITY IDENTIFIER (DUNS #) 058735804	4. INDIRECT COST RATE (REFERENCE LINE 17 for RATE TERMS) N/A
5. SUBRECIPIENT TYPE State or Local Government		6. NFWF SUBRECIPIENT Carteret County Shore Protection Office	
7. NFWF SUBRECIPIENT CONTACT		8. NFWF GRANTS ADMINISTRATOR/NFWF CONTACT INFORMATION	
Dawn York Carteret County Shore Protection Office 302 Court House Sq. Beaufort, NC 28516 Tel: 1-910-612-1152 dyork@moffattnichol.com		Amanda Crawford National Fish and Wildlife Foundation 1133 15 th Street, N.W. Suite 1000 Washington, D.C. 20005 Tel: 202-857-0166 Fax: 202-857-0162 Amanda.Crawford@nfwf.org	
9. PROJECT TITLE Building Adaptive Shorelines for Resilient Coastal Communities (NC)			
10. PROJECT DESCRIPTION Construct living shorelines to naturally stabilize and protect 3,800 linear feet of eroding estuarine shorelines at two significantly important project sites within Carteret County. Project will enable the communities of Beaufort and Down East to enhance existing resilient infrastructure, and protect commercially and recreationally important fish, shellfish, submerged aquatic vegetation habitat and the largest colony of nesting royal terns in North Carolina.			
11. PERIOD OF PERFORMANCE June 30, 2020 to December 31, 2022	12. TOTAL AWARD TO SUBRECIPIENT \$1,513,500	13. TOTAL FED. FUNDS \$1,513,500	14. TOTAL NON-FED. FUNDS N/A
15. FEDERAL MATCH REQUIREMENT N/A		16. NON-FEDERAL MATCH REQUIREMENT \$1,514,941	
17. SUBRECIPIENT INDIRECT COST RATE TERMS			
The rate specified in Line 4 reflects that the Subrecipient has elected not to claim an indirect cost rate and that this election shall apply throughout the project's period of performance.			
18. TABLE OF CONTENTS			
SEC.	DESCRIPTION		
1	NFWF Agreement Administration		
2	NFWF Agreement Clauses		
3	Representations, Certifications, and Other Statements – General		
4	Representations, Certifications, and Other Statements Relating to Federal Funds- General		
5	Representations, Certifications, and Other Statements Relating to Federal Funds – Funding Source Specific		
6	Other Representations, Certifications, Statements and Clauses		

19. FUNDING SOURCE INFORMATION/FEDERAL AND NON-FEDERAL

A. FUNDING SOURCE (FS)	B. NFWF FS ID	C. FS AWARD DATE TO NFWF	D. FAIN	E. TOT FED. AWARD TO NFWF	F. TOT OBLG. TO SUBRECIPIENT	G. CFDA
National Oceanic and Atmospheric Administration	FC.R416	February 7, 2020	NA20NOS4730002	\$49,511,000	\$1,513,500	11.473

20. NOTICE OF AWARD

The National Fish and Wildlife Foundation (NFWF) agrees to provide the NFWF Award to the NFWF Subrecipient for the purpose of satisfactorily performing the Project described in a full proposal as identified on line 1 and incorporated into this Grant Agreement by reference. The NFWF Award is provided on the condition that the NFWF Subrecipient agrees that it will raise and spend at least the amount listed on lines 15 and 16 in matching contributions on the Project, as applicable. The Project must be completed, with all NFWF funds and matching contributions spent, during the Period of Performance as set forth above. All items designated on the Cover Page and the Table of Contents are incorporated into this Grant Agreement by reference herein. NFWF Subrecipient agrees to abide by all statutory or regulatory requirements, or obligations otherwise required by law, required of a subrecipient of Federal grant or cooperative agreement funds. Subrecipient is obligated to notify NFWF if any of the information on the Cover Page changes in any way, whether material or immaterial.

A. NAME AND TITLE OF AUTHORIZED SUBRECIPIENT SIGNER (Type or Print)		D. NAME AND TITLE OF NFWF AWARDING OFFICIAL Holly A. Bamford, PhD, Chief Conservation Officer			
B. SUBRECIPIENT BY	C. DATE	E. NATIONAL FISH AND WILDLIFE FOUNDATION BY		F. DATE	

See Reporting Schedule on the following page.

21. REPORTING DUE DATES/SUBRECIPIENT REPORTING SCHEDULE

Task Due Date	Reporting Task
October 31, 2020	Annual Financial Report
December 31, 2020	Interim Programmatic Report
June 30, 2021	Interim Programmatic Report
October 31, 2021	Annual Financial Report
December 31, 2021	Interim Programmatic Report
June 30, 2022	Interim Programmatic Report
October 31, 2022	Annual Financial Report
March 31, 2023	Final Financial Report
March 31, 2023	Final Programmatic Report



SECTION 1 AGREEMENT ADMINISTRATION

1.1. Project Description/Purpose of Grant.

Construct living shorelines to naturally stabilize and protect 3,800 linear feet of eroding estuarine shorelines at two significantly important project sites within Carteret County. Project will enable the communities of Beaufort and Down East to enhance existing resilient infrastructure, and protect commercially and recreationally important fish, shellfish, submerged aquatic vegetation habitat and the largest colony of nesting royal terns in North Carolina.

1.2. Amendments.

During the life of the Project, the NFWF Subrecipient is required to inform the NFWF Grants Administrator of any changes in contact information or in the Project scope of work, as well as any difficulties in completing the performance goals articulated by the Project description immediately. If the NFWF Subrecipient determines that the amount of the budget is going to change in any one budget category by an amount that exceeds 10% of the Award, the NFWF Subrecipient must seek prior written approval from the Grants Administrator. NFWF Subrecipients must seek an amendment request upon determination of a deviation from the original Grant Agreement as soon as such deviation is detected. However, NFWF may initiate the amendment if NFWF determines an amendment is necessary at any time. Amendment requests are to be submitted via NFWF's Easygrants system.

1.3. Matching Contributions.

Matching Contributions consist of cash, contributed goods and services, volunteer hours, and/or property raised and spent for the Project. Matching Contributions for the purposes of this Project must meet the following criteria: (1) Are verifiable from the NFWF Subrecipient's records; (2) Are not included as contributions for any other Federal award; (3) Are necessary and reasonable for the accomplishment of project or program objectives; (4) Are allowable under OMB Cost Principles; (5) Are not paid by the U.S. Government under another Federal award except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs when authorized by Federal statute; (6) Are provided for in the approved budget when required by the Federal awarding agency; (7) Are committed directly to the project and must be used within the period of performance as identified in this Grant Agreement; (8) Otherwise conform to the law; and, (9) Are in compliance with the requirements of Section 2 of this Grant Agreement concerning Compliance with Anti-Corruption, Anti-Money Laundering, Terrorist Financing, and Trafficking in Persons Statutes and Other Restrictions.

1.3.1. Documentation and Reporting of Matching Contributions. The NFWF Subrecipient must retain detailed time records for contributed services and original receipts and appraisals of real property and comparable rentals for other contributed property at its place of business in the event of an audit of the NFWF Subrecipient as required by applicable Federal regulations.

1.3.2. Cash, Goods and Services, and/or Property. The NFWF Subrecipient must report to NFWF as a part of the Final Report, the Matching Contributions received by the NFWF Subrecipient and expended in connection with the Project. Fair market value of donated goods and services, including volunteer hours, shall be computed as outlined in §200.306 of 2 CFR Subtitle A, Chapter II, Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, (hereinafter "OMB Uniform Guidance"), regardless of whether this Grant Agreement is federally funded.

1.3.3. Property. The NFWF Subrecipient may have a third party donor submit a letter to NFWF, documenting the fair market value and date of a Matching Contribution and stating that the donation is non-Federal, voluntary, and intended to qualify as a Matching Contribution. A letter provided to document a donation of real property must be accompanied by an appraisal by a certified appraiser; a letter provided to document rental of equipment or space must list three comparable rentals in the location of the Project.

1.4. Payment of Funds.

To be eligible to receive funds, NFWF Subrecipient must (1) return to NFWF an original executed copy of the grant agreement for the Project; (2) submit any due financial and programmatic reports; and (3) submit a complete and accurate payment request. NFWF Subrecipient may request funds by submitting a Payment Request via Easygrants. NFWF Subrecipient may request advance payment of funds prior to expenditure provided that (1) NFWF Subrecipient demonstrates an immediate need for advance payment; and (2) NFWF Subrecipient documents expenditure of advanced funds on the next payment request and/or required financial report to NFWF. Approval of any advance payment of funds is made at the sole discretion of NFWF, based on an assessment of the NFWF Subrecipient's needs. In all other cases, funds are disbursed on a reimbursable basis. NFWF reserves the right to retain up to ten percent (10%) of funds until submission and acceptance of the final reports.

1.5. Reports.

1.5.1 Interim Programmatic and Financial Reports.

The NFWF Subrecipient will submit interim programmatic and financial reports to NFWF based on the reporting schedule in Line 21 of the Cover Sheet to this Agreement. The interim programmatic report shall consist of written statements of Project accomplishments since Project initiation, or since the last reporting period, and shall be uploaded via NFWF's Easygrants system. The interim financial report shall consist of financial information detailing cumulative receipts and expenditures made under this Project since Project initiation, and shall be uploaded via NFWF's Easygrants system.

1.5.2. Annual Financial Report.

An annual financial report detailing cumulative receipts and expenditures made under this Project is required annually, due on October 31st of each year of the grant term. In the annual financial report, the NFWF Subrecipient must report the amount of NFWF Funds expended during NFWF's fiscal year (October 1 – September 30). The NFWF Subrecipient must enter a justification when there is a difference between the amount disbursed by NFWF and the amount expended by the grantee. Failure to submit an annual financial report in a timely manner will delay payment of submitted payment requests.

1.5.3. Final Reports.

No later than 90 days after the completion of the Project, the NFWF Subrecipient will submit (1) a Final Financial Report accounting for all Project receipts, Project expenditures, and budget variances (if any) compared to the approved budget; (2) a Final Programmatic Report summarizing and evaluating the accomplishments achieved during the Period of Performance; (3) copies of any publications, press releases and other appropriate products resulting from the Project; and (4) Photographs as described in Section 1.5.3.1 below. The final reports and digital photo files should be uploaded via NFWF's Easygrants system. Any requests for extensions of the final reports submission date must be made in writing to the NFWF Grants Administrator and approved by NFWF in advance.

1.5.3.1. Photographs.

Together with the Final Programmatic Report NFWF Subrecipient will submit a representative number (minimum of 5) of high-resolution (minimum 300 dpi) photographs depicting the Project. Photographs should be uploaded via NFWF's Easygrants system as individual .jpg files. NFWF requests, as appropriate for the

Project, before-and-after images of the Project, images of species impacted by the Project, and images of staff/volunteers working on the Project. In the Final Programmatic Report narrative include for each submitted photograph the date the photograph was taken, the location of the photographed image, caption, photo credit, and any other pertinent information. By uploading photographs to NFWF's Easygrants system the NFWF Subrecipient certifies that the photographs are unencumbered and may be used by NFWF and Project Funders as part of or separately from the permissions pertaining to the use of posting of Final Reports in Section 2.

1.5.4 Significant Developments.

The NFWF Subrecipient shall report on events that may occur between the scheduled performance reporting dates that have a significant impact on the Project. Such reporting shall be made as soon as the following conditions become known:

1.5.4.1 Problems, delays, or adverse conditions which will materially impair the ability to meet the Project objective. This disclosure must include a statement of the action taken, or contemplated, and any assistance needed to resolve the matter; and,

1.5.4.2 Favorable developments which enable meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

1.5.5. Certification and Representation.

For each report in this section, except for 1.5.4, NFWF Subrecipient shall include the appropriate certification and representation pursuant to section 4.8.

1.6. Access to Records.

NFWF Subrecipient shall maintain all records connected with this Agreement for a period of at least three (3) years following the date of final payment or the close-out of all pending matters or audits related to this Agreement, whichever is later. NFWF or any of its authorized representatives shall have access to such records and financial statements upon request, as shall Inspectors General, the Comptroller General of the United States or any of their authorized representatives if the Funding Source or any funding entity (*i.e.*, a secondary funding source) is a federal agency and/or any portion of the Project provided herein is paid with federal funds. NFWF Subrecipient must maintain records that demonstrate its compliance with federal statutory and regulatory requirements and that it is meeting the subaward project goals. Records for real property and equipment acquired with federal funds must be retained for at least three (3) years following disposition.

SECTION 2 NFWF AGREEMENT CLAUSES

2.1. Restrictions on Use of Funds.

The NFWF Subrecipient agrees that any funds provided by NFWF and all Matching Contributions will be expended only for the purposes and programs described in this Grant Agreement. No funds provided by NFWF pursuant to this Grant Agreement or Matching Contributions may be used to support litigation expenses, lobbying activities, or any other activities not authorized under this Grant Agreement or allowable under the Federal Cost Principles set forth in the OMB Uniform Guidance.

2.2. Assignment.

The NFWF Subrecipient may not assign this Grant Agreement, in whole or in part, to any other individual or other legal entity without the prior written approval of NFWF.

2.3. Subawards and Contracts.

When making subawards or contracting, NFWF Subrecipient (1) shall abide by all required granting and contracting procedures, including but not limited to those requirements of the OMB Uniform Guidance; (2) shall ensure that all applicable federal, state and local requirements are properly flowed down to the subawardee or contractor, including but not limited to the provisions of the OMB Uniform Guidance; and (3) shall ensure that such subaward or contracting complies with the requirements in Section 2.9.2 of this Grant Agreement concerning Compliance with Anti-Corruption, Anti-Money Laundering, Terrorist Financing, and Trafficking in Persons Statutes and Other Restrictions. NFWF Subrecipient shall also include in any subaward or contract a similar provision to this, requiring the use of proper grant and contracting procedures and subsequent flow down of federal, state and local requirements to lower-tiered subawardees and contractors.

2.4. Unexpended Funds.

Any funds provided by NFWF and held by the NFWF Subrecipient and not expended at the end of the Period of Performance will be returned to NFWF within ninety (90) days after the end of the Period of Performance.

2.5. Publicity and Acknowledgement of Support.

The NFWF Subrecipient gives NFWF the right and authority to publicize NFWF's financial support for this Grant Agreement and the Project in press releases, publications and other public communications. NFWF Subrecipient agrees to: (i) give appropriate credit to NFWF and any Funding Sources identified in this Grant Agreement for their financial support in any and all press releases, publications, annual reports, signage, video credits, dedications, and other public communications regarding this Grant Agreement or any of the project deliverables associated with this Grant Agreement, subject to any terms and conditions as may be stated in Section 5 and Section 6 of this Agreement; and (ii) include the disclaimer provided for herein. The NFWF Subrecipient must obtain prior NFWF approval for the use relating to this Award of the NFWF logo or the logo of any Funding Source.

2.5.1. Disclaimers.

Payments made to the NFWF Subrecipient under this Grant Agreement do not by direct reference or implication convey NFWF's endorsement nor the endorsement by any other entity that provides funds to the NFWF Subrecipient through this Grant Agreement, including the U.S. Government, as applicable, for the Project. All information submitted for publication or other public releases of information regarding this Grant Agreement shall carry the following disclaimer:

For Projects funded in whole or part with Federal funds: "The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions or policies of the U.S. Government or the National Fish and Wildlife Foundation and its funding sources. Mention of trade names or commercial products

does not constitute their endorsement by the U.S. Government, or the National Fish and Wildlife Foundation or its funding sources."

For Projects not funded with Federal funds: "The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions of the National Fish and Wildlife Foundation or its funding sources. Mention of trade names or commercial products does not constitute their endorsement by the National Fish and Wildlife Foundation or its funding sources."

2.6. Posting of Final Reports.

The NFWF Subrecipient hereby acknowledges its consent for NFWF and any Funding Source identified in this Grant Agreement to post its final reports on their respective websites. In the event that the NFWF Subrecipient intends to claim that its final report contains material that does not have to be posted on such websites because it is protected from disclosure by statutory or regulatory provisions, the NFWF Subrecipient shall so notify NFWF and any Funding Source identified in this Grant Agreement and clearly mark all such potentially protected materials as "PROTECTED," providing an accurate and complete citation to the statutory or regulatory source for such protection.

2.7. Website Links.

The NFWF Subrecipient agrees to permit NFWF to post a link on any or all of NFWF's websites to any websites created by the NFWF Subrecipient in connection with the Project.

2.8. Evaluation.

The NFWF Subrecipient agrees to cooperate with NFWF by providing timely responses to all reasonable requests for information to assist in evaluating the accomplishments of the Project for a period of five (5) years after the project end date, unless if any litigation, claim, or audit is started (irrespective of the NFWF Subrecipient's involvement in such matter) before the expiration of the 5-year period, the records shall be retained until all litigation, claims or audit findings or pending matters involving the records have been resolved and final action taken. NFWF shall notify NFWF Subrecipient if any such litigation, claim or audit takes place so as to extend the retention period.

2.9. Compliance with Laws.

2.9.1 In General. The NFWF Subrecipient agrees to conduct all such activities in compliance with all applicable Federal, State, and local laws, regulations, and ordinances and to secure all appropriate necessary public or private permits and consents. The terms of this provision will survive termination of this Grant Agreement and must be flowed down to any and all contractors, subcontractors or subrecipients entered into by NFWF Subrecipient in the performance of this Grant Agreement.

2.9.2. Compliance with Anti-Corruption, Anti-Money Laundering, Terrorist Financing, and Other Restrictions.

2.9.2.1. The NFWF Subrecipient shall ensure that no payments have been or will be made or received by the NFWF Subrecipient in connection with this Agreement in violation of the U.S. Foreign Corrupt Practices Act of 1977, as amended (15 U.S.C. §dd-1 *et seq.*), the UK Bribery Act 2010, or any other applicable anti-corruption laws or regulations in the countries in which the NFWF Subrecipient performs under this Grant Agreement.

2.9.2.2. The NFWF Subrecipient shall not provide material support or resources directly or indirectly to, or knowingly permit any funds provided by NFWF pursuant to this Grant Agreement or Matching Contributions to be transferred to, any individual, corporation or other entity that the NFWF Subrecipient knows, or has reason to know, commits, attempts to commit, advocates, facilitates, or participates in any terrorist activity,

or has committed, attempted to commit, advocated, facilitated or participated in any terrorist activity, including, but not limited to, the individuals and entities (1) on the master list of Specially Designated Nationals and Blocked Persons maintained by the U.S. Department of Treasury's Office of Foreign Assets Control, which list is available at www.treas.gov/offices/enforcement/ofac; (2) on the consolidated list of individuals and entities maintained by the "1267 Committee" of the United Nations Security Council at http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml; (3) on the consolidated list maintained by the U.S. Department of Commerce at http://export.gov/ecr/eg_main_023148.asp, or (4) on such other list as NFWF may identify from time to time.

2.9.2.3. The NFWF Subrecipient shall ensure that its activities under this Grant Agreement comply with all applicable U.S. laws, regulations and executive orders regarding money laundering, terrorist financing, U.S. sanctions laws, U.S. export controls, restrictive trade practices, boycotts, and all other economic sanctions or trade restrictions promulgated from time to time by means of statute, executive order, regulation or as administered by the U.S. Department of State, the Office of Foreign Assets Control, U.S. Department of the Treasury, or the Bureau of Industry and Security, U.S. Department of Commerce.

2.10. Arbitration.

All claims, disputes, and other matters in question arising out of, or relating to this Grant Agreement, its interpretation or breach, shall be decided through arbitration by a person or persons mutually acceptable to both NFWF and the NFWF Subrecipient. Notice of the demand for arbitration shall be made within a reasonable time after the claim, dispute, or other matter in question has arisen. The award rendered by the arbitrator or arbitrators shall be final. The terms of this provision will survive termination of this Grant Agreement.

2.11. Indemnity.

The NFWF Subrecipient shall indemnify and hold harmless NFWF, any Funding Source identified in this Grant Agreement, their respective officers, directors, agents, and employees in respect of any and all claims, injuries, losses, diminution in value, damages, liabilities, whether or not currently due, and expenses including without limitation, settlement costs and any legal or other expenses for investigating or defending any actions or threatened actions or liabilities arising from or in connection with the Project. The terms of this provision will survive termination of this Grant Agreement.

2.12. Insurance.

The NFWF Subrecipient agrees to obtain and maintain all appropriate and/or required insurance coverages against liability for injury to persons or property from any and all activities undertaken by the NFWF Subrecipient and associated with this grant agreement in any way. NFWF reserves the right to require additional insurance limits and policies based on specific activities under this Grant Agreement, that NFWF be named insured on all applicable insurance policies, and that the NFWF Subrecipient provide a certificate of insurance and/or copies of applicable insurance policies as requested by NFWF. The terms of this provision will survive termination of this Grant Agreement.

2.13. Choice of Law/Jurisdiction.

This Grant Agreement shall be subject to and interpreted by the laws of the District of Columbia, without regard to choice of law principles. By entering into this Grant Agreement, the NFWF Subrecipient agrees to submit to the jurisdiction of the courts of the District of Columbia. The terms of this provision will survive termination of this Grant Agreement.

2.14. Termination.

2.14.1. Upon the occurrence of any of the following enumerated circumstances, NFWF may terminate this Grant Agreement, or any portion thereunder, for default effective upon receipt by the NFWF Subrecipient of NFWF's written notice of termination, or as otherwise specified in the notice of termination:

2.14.1.1. The NFWF Subrecipient is adjudged or becomes bankrupt or insolvent, is unable to pay its debts as they become due, or makes an assignment for the benefit of its creditors; or,

2.14.1.2. The NFWF Subrecipient voluntarily or involuntarily undertakes to dissolve or wind up its affairs; or,

2.14.1.3. In the event of suspension or debarment by the Government of the NFWF Subrecipient; or,

2.14.1.4. In the event of any breach of the requirements set forth in Section 2 of this Grant Agreement concerning Compliance with Anti-Corruption, Anti-Money Laundering, Terrorist Financing, and Trafficking in Persons Statutes and Other Restrictions; or,

2.14.1.5. In the event NFWF learns that NFWF Subrecipient has an organizational conflict of interest, or any other conflict of interest, as determined in the sole discretion of NFWF, that NFWF believes cannot be mitigated; or,

2.14.1.6. After written notice and a reasonable opportunity to cure the perceived non-compliance with any material term of this Grant Agreement. The cure period shall be considered the timeframe specified by the Government, if any, minus one (1) to five (5) days or as agreed upon by the Parties in writing, or if no time is specified by the Government, ten (10) days or as otherwise agreed upon by the Parties. Within this time period the NFWF Subrecipient shall, as determined by NFWF, (a) satisfactorily demonstrate its compliance with the term(s) originally believed to be in non-compliance; or (b) NFWF, at its sole discretion, may determine that NFWF Subrecipient has satisfactorily demonstrated that reasonable progress has been made so as not to endanger performance under this Grant Agreement.

2.14.2. Either Party may terminate this Grant Agreement by written notice to the other Party for any reason by providing thirty (30) days' prior written notice to the other Party. NFWF shall have the right to terminate this Agreement in whole or in part at any time, if the Funding Source issues an early termination under the funding agreement(s) covering all or part of the Project at issue hereunder.

2.14.3. In the event of termination of this Grant Agreement prior to Project completion, the NFWF Subrecipient shall immediately (unless otherwise directed by NFWF in its notice if NFWF initiated the termination) undertake all reasonable steps to wind down the Project cooperatively with NFWF, including but not limited to the following:

2.14.3.1. Stop any portion of the Project's work that is incomplete (unless work to be completed and a different date for termination of work are specified in NFWF's notice).

2.14.3.2. Place no further work orders or enter into any further subawards or contracts for materials, services or facilities, except as necessary to complete work as specified in NFWF's notice.

2.14.3.3. Terminate all pending Project work orders, subawards, and contracts for work that has not yet commenced.

2.14.3.4. With the prior written consent of NFWF, promptly take all other reasonable and feasible steps to minimize and/or mitigate any damages that may be caused by the failure to complete the Project, including but not limited to reasonable settlements of any outstanding claims arising out of termination of Project work orders, subawards, and contracts.

2.14.3.5. Deliver or make available to NFWF all data, drawings, specifications, reports, estimates, summaries, and such other information and material as may have been accumulated by the NFWF Subrecipient under this Grant Agreement, whether completed or in progress.

2.14.3.6. Return to NFWF any unobligated portion of the Award.

2.15. Entire Agreement.

These terms and conditions, including the Attachments hereto, constitute the entire agreement between the Parties relating to the Project described herein and supersede all previous communications, representations, or agreements, either oral or written, with respect to the subject matter hereof. No representations or statements of any kind made by any representative of a Party, which are not stated herein, shall be binding on said Party.

2.16. Severability.

Each provision of this Grant Agreement is distinct and severable from the others. If one or more provisions is or becomes invalid, unlawful, or unenforceable in whole or in part, the validity, lawfulness and enforceability of the remaining provisions (and of the same provision to the extent enforceable) will not be impaired, and the Parties agree to substitute a provision as similar to the offending provision as possible without its being invalid, unlawful or unenforceable.

2.17. Interpretation and Construction.

2.17.1. This Grant Agreement shall be interpreted as a unified contractual document with the Sections and the Attachments having equal effect, except in the event of any inconsistency between them. In the event of a conflict between any portion of this Grant Agreement and another portion of this Grant Agreement, first the Sections will apply, then any supplemental attachments.

2.17.2. The title designations of the provisions to this Grant Agreement are for convenience only and shall not affect the interpretation or construction of this Grant Agreement.

2.17.3. Every right or remedy conferred by this Grant Agreement upon or reserved to the Parties shall be cumulative and shall be in addition to every right or remedy now or hereafter existing at law or in equity, and the pursuit of any right or remedy shall not be construed a selection.

2.17.4. The failure of NFWF to exercise any right or privilege granted hereunder or to insist upon the performance and/or compliance of any provision of this Grant Agreement, a referenced contractual, statutory or regulatory term, or an Attachment hereto, shall not be construed as waiving any such right, privilege, or performance/compliance issue, and the same shall continue in full force and effect.

2.17.5. Notwithstanding any express statements regarding the continuation of an obligation beyond the expiration or termination of this Grant Agreement, the rights and obligations of this Grant Agreement which by their nature extend beyond its expiration or termination shall remain in full force and effect and shall bind the Parties and their legal representatives, successors, heirs, and assigns.

SECTION 3 REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS GENERAL

3.1. Binding Obligation.

By execution of this Grant Agreement, NFWF Subrecipient represents and certifies that this Grant Agreement has been duly executed by a representative of the NFWF Subrecipient with full authority to execute this Grant Agreement and binds the NFWF Subrecipient to the terms hereof. After execution by the representative of the NFWF Subrecipient named on the signature page hereto, this Grant Agreement represents the legal, valid, and binding obligation of the NFWF Subrecipient, enforceable against the NFWF Subrecipient in accordance with its terms.

3.2. Additional Support.

In making this Award, NFWF assumes no obligation to provide further funding or support to the NFWF Subrecipient beyond the terms stated in this Grant Agreement.

3.3. Compliance with Laws.

By execution of this Grant Agreement and through its continued performance hereunder, the NFWF Subrecipient represents and certifies that it is conducting all such activities in compliance with all applicable Federal, State, and local laws, regulations, and ordinances and to secure all appropriate necessary public or private permits and consents.

3.4. Conflicts of Interest.

By execution of this Grant Agreement, NFWF Subrecipient acknowledges that it is prohibited from using any Project funds received under this Grant Agreement in a manner which may give rise to an apparent or actual conflict of interest, including organizational conflicts of interest, on the part of the NFWF Subrecipient. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of NFWF Subrecipient may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. An organizational conflict of interest is defined as a relationship that because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization. The NFWF Subrecipient represents and certifies that it has adopted a conflict of interest policy that, at a minimum, complies with the requirements of the OMB Uniform Guidance, and will comply with such policy in the use of any Project funds received under this Agreement. NFWF Subrecipient may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of NFWF Subrecipient. If NFWF Subrecipient becomes aware of any actual or potential conflict of interest or organizational conflict of interest, during the course of performance of this Grant Agreement, NFWF subrecipient will immediately notify NFWF in writing of such actual or potential conflict of interest, whether organizational or otherwise.

SECTION 4 REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS RELATING TO FEDERAL FUNDS

4.1. If the Funding Source or any funding entity (*i.e.*, a secondary funding source) is a federal agency and/or any portion of the Project provided herein is paid with federal funds, the NFWF Subrecipient must read and understand certain applicable Federal regulations, including but not limited to, the following in Sections 4 and 5 of this Agreement as set forth herein.

If the NFWF Subrecipient is a Non-Profit Organization, Institution of Higher Education, State, Local or Tribal Government, it will need to understand and comply with the OMB Uniform Guidance (including related Supplements as may be applicable to a specific federal funding source(s), and Appendices as may be applicable), in addition to other applicable Federal regulations.

If NFWF Subrecipient subawards any portion of the Project under this Agreement to a third-party, NFWF Subrecipient shall, at a minimum, flow down those requirements and provisions required to be flowed down pursuant to the applicable regulations set forth above.

4.2. A-133 and 2 CFR § 200 Subpart F Audits.

It is the responsibility of subrecipients that are Non-Profit Organizations, State, Local or Tribal Governments to arrange for the conduct of audits as required by either OMB Circular A-133, "Audits of States, Local Governments, and Non Profit Organizations" or 2 CFR Part 200, Subpart F – Audit Requirements, whichever is applicable.

4.3. Interest.

Any interest earned in any one year on Federal funds advanced to the NFWF Subrecipient that exceeds \$500 must be reported to NFWF, and the disposition of those funds negotiated with NFWF. Interest amounts up to \$500 per year may be retained by the Subrecipient for administrative expense.

4.4. Subrecipient Debarment and Suspensions.

Unless NFWF Subrecipient has submitted a written justification fourteen (14) days prior to execution of this Grant Agreement, stating the reason that this term does not apply, which has been expressly accepted and approved by NFWF prior to execution, by and through NFWF Subrecipient's execution of this Grant Agreement, NFWF Subrecipient warrants and represents its initial and continued compliance that it is not listed on the General Services Administration's, government-wide System for Award Management Exclusions (SAM Exclusions), in accordance with the OMB guidelines at 2 C.F.R Part 180 that implement E.O.s 12549 (3 C.F.R., 1986 Comp., p. 189) and 12689 (3 C.F.R., 1989 Comp., p. 235), "Debarment and Suspension." The NFWF Subrecipient further provides that it shall not enter into any subaward, contract or other agreement using funds provided by NFWF with any party listed on the SAM Exclusions in accordance with Executive Orders 12549 and 12689. The SAM Exclusions can be found at <https://www.sam.gov/portal/public/SAM/>.

4.5. Mandatory Disclosure.

NFWF Subrecipient must disclose, in a timely manner, in writing to NFWF all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in this Grant Agreement, including termination, and any remedies provided under law, including suspension or debarment by cognizant federal authorities.

4.6. Trafficking in Persons.

Pursuant to section 106(a) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104(g)) (codified at 2 C.F.R. Part 175), NFWF Subrecipient shall comply with the below provisions. Further, NFWF Subrecipient shall flow down these provisions in all subawards and contracts, including a requirement that Subrecipients similarly flow down these provisions in all lower-tiered subawards and subcontracts. The provision is cited herein:

- I. Trafficking in persons.
 - a. *Provisions applicable to a recipient that is a private entity.*
 1. You as the recipient, your employees, subrecipients under this award, and subrecipients' employees may not—
 - i. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
 - ii. Procure a commercial sex act during the period of time that the award is in effect; or
 - iii. Use forced labor in the performance of the award or subawards under the award.
 2. We as the Federal awarding agency's pass-through entity may unilaterally terminate this award, without penalty, if you or a subrecipient that is a private entity —
 - i. Is determined to have violated a prohibition in paragraph a.1 of this award term; or
 - ii. Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph a.1 of this award term through conduct that is either—
 - A. Associated with performance under this award; or
 - B. Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, "OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement),".
 - b. *Provision applicable to a recipient other than a private entity.* We as the Federal awarding agency's pass-through entity may unilaterally terminate this award, without penalty, if a subrecipient that is a private entity-
 1. Is determined to have violated an applicable prohibition in paragraph a.1 of this award term; or
 2. Has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in paragraph a.1 of this award term through conduct that is either—
 - i. Associated with performance under this award; or
 - ii. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, "OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement),".
 - c. *Provisions applicable to any recipient.*
 1. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph a.1 of this award term.
 2. Our right to terminate unilaterally that is described in paragraph a.2 or b of this section:
 - i. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), and
 - ii. Is in addition to all other remedies for noncompliance that are available to us under this award.
 3. You must include the requirements of paragraph a.1 of this award term in any subaward you make to a private entity.
 - d. *Definitions.* For purposes of this award term:
 1. "Employee" means either:
 - i. An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this award; or
 - ii. Another person engaged in the performance of the project or program under this award and not compensated by you including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.
 2. "Forced labor" means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.
 3. "Private entity":

- i. Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 CFR 175.25.
 - ii. Includes:
 - A. A nonprofit organization, including any nonprofit institution of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 CFR 175.25(b).
 - B. A for-profit organization.
4. "Severe forms of trafficking in persons," "commercial sex act," and "coercion" have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. 7102).

4.7. Subrecipient Monitoring Requirements.

NFWF Subrecipients receiving federal funds understand that NFWF may require NFWF Subrecipient to take corrective action measures in response to a deficiency brought to NFWF and NFWF Subrecipient's attention during the course of an audit.

4.8. Certification and Representation.

NFWF Subrecipient must submit those certifications and representations required by Federal statutes, or regulations to NFWF on an annual basis. Submission may be required more frequently if the NFWF Subrecipient entity fails to meet a requirement of a Federal award.

Programmatic and financial reports or payment requests under a Federal award must be submitted by a representative of the NFWF Subrecipient who has the NFWF Subrecipient's full authority to render such reports and requests for payment and certify to the following at time of submission:

By signing this [report] [payment request], I certify to the best of my knowledge and belief that the [report] [payment request] is true, complete, and accurate. [The expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Grant Agreement.]. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

4.9. 41 United States Code (U.S.C.) 4712, Enhancement of Recipient and Subrecipient Employee Whistleblower Protection:

(a) This award, related subawards, and related contracts over the simplified acquisition threshold and all employees working on this award, related subawards, and related contracts over the simplified acquisition threshold are subject to the whistleblower rights and remedies established at 41 U.S.C. 4712.

(b) Recipients, their subrecipients, and their contractors awarded contracts over the simplified acquisition threshold related to this award, shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 U.S.C. 4712.

(c) The recipient shall insert this clause, including this paragraph (c), in all subawards and contracts over the simplified acquisition threshold related to this award.

4.10. 41 USC §6306, Prohibition on Members of Congress Making Contracts with Federal Government.

No member of or delegate to Congress or Resident Commissioner shall be admitted to any share or part of this award, or to any benefit that may arise therefrom; this provision shall not be construed to extend to an award made to a corporation for the public's general benefit.

4.11. Executive Order 13513, Federal Leadership on Reducing Text Messaging while Driving.

(Sub)Recipients are encouraged to adopt and enforce policies that ban text messaging while driving, including conducting initiatives of the type described in section 3(a) of the order.

4.12. 43 CFR §18 New Restrictions on Lobbying.

The NFWF Subrecipient agrees to comply with 43 CFR 18, New Restrictions on Lobbying, including the following certification:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the NFWF Subrecipient, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.

(c) The NFWF Subrecipient shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

SECTION 5 REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS RELATING TO FEDERAL FUNDS – FUNDING SOURCE SPECIFIC

FC.R416

Pre-Award Matching Contributions.

The NFWF Subrecipient may begin accumulating pre-award matching contribution costs for Funding Source FC.R416 as of July 1, 2019. This pre-award waiver is only applicable to matching contributions; the NFWF Award listed on line 12 of the Cover Page of this Agreement must be expended within the period of performance listed on line 11.

Department of Commerce (DOC) Compliance Requirements.

The NFWF Subrecipient must comply with the terms and conditions of a DOC financial assistance award, including applicable provisions of the OMB Uniform Guidance (2 C.F.R. Part 200), and all associated Terms and Conditions set forth in the Department of Commerce Financial Assistance Standard Terms and Conditions Dated April 30, 2019, available at http://www.osec.doc.gov/oam/grants_management/policy/. See 2 C.F.R. § 200.101(b)(1) (Applicability), which describes the applicability of 2 C.F.R. Part 200 to various types of Federal awards and §§200.330-332 (Subrecipient monitoring and management). Additionally, the NFWF Subrecipient must flow these requirements down to all subrecipients and contractors, including lower tier subrecipients.

Equipment Reporting.

Equipment or supplies (aggregate supplies, not per unit) at a cost of \$5,000 or greater per unit value, including its fair market value, must be inventoried at least once every two years and at award closeout (2 CFR 200.313). NFWF Subrecipients may use the outdated SF-428 form series to report on tangible property or submit their own customized report including a description of federally owned equipment, identification information, acquisition cost, and acquisition date. More guidance on property definitions and forms is posted online at coast.noaa.gov/funding/forms.html.

Handling of Environmental Data or Peer Reviewed Publications.

- a) Data Sharing: Environmental data collected or created under this Grant, Cooperative Agreement, or Contract must be made publicly visible and accessible in a timely manner, free of charge or at minimal cost that is no more than the cost of distribution to the user, except where limited by law, regulation, policy, or national security requirements. Data are to be made available in a form that would permit further analysis or reuse: data must be encoded in a machine-readable format, preferably using existing open format standards; data must be sufficiently documented, preferably using open metadata standards, to enable users to independently read and understand the data. The location (internet address) of the data should be included in the final report. Pursuant to NOAA Information Quality Guidelines, data should undergo quality control (QC) and a description of the QC process and results should be referenced in the metadata. Failure to perform quality control does not constitute an excuse not to share data. Data without QC are considered “experimental products” and their dissemination must be accompanied by explicit limitations on their quality or by an indicated degree of uncertainty.
- b) Timeliness: Data accessibility must occur no later than publication of a peer-reviewed article based on the data, or two years after the data are collected and verified, or two years after the original end date of the grant (not including any extensions or follow-on funding), whichever is soonest, unless a delay has been authorized by the NOAA funding program.
- c) Disclaimer: Data produced under this award and made available to the public must be accompanied by the following statement: "These data and related items of information have not been formally disseminated by NOAA, and do not represent any agency determination, view, or policy."

- d) Failure to Share Data: Failing or delaying to make environmental data accessible in accordance with the submitted Data Management Plan, unless authorized by the NOAA Program, may lead to enforcement actions, and will be considered by NOAA when making future award decisions. Funding recipients are responsible for ensuring these conditions are also met by sub-recipients and subcontractors.
- e) Funding acknowledgement: Federal funding sources shall be identified in all scholarly publications. An Acknowledgements section shall be included in the body of the publication stating the relevant Grant Programs and Award Numbers. In addition, funding sources shall be reported during the publication submission process using the FundRef mechanism (<http://www.crossref.org/fundref/>) if supported by the Publisher.
- f) Manuscript submission: The final pre-publication manuscripts of scholarly publications produced with NOAA funding shall be submitted to the NOAA Institutional Repository at <http://library.noaa.gov/repository> after acceptance, and no later than upon publication, of the paper by a journal. NOAA will produce a publicly-visible catalog entry directing users to the published version of the article. After an embargo period of one year after publication, NOAA shall make the manuscript itself publicly visible, free of charge, while continuing to direct users to the published version of record.
- g) Data Citation: Publications based on data, and new products derived from source data, must cite the data used according to the conventions of the Publisher, using unambiguous labels such as Digital Object Identifiers (DOIs). All data and derived products that are used to support the conclusions of a peer-reviewed publication must be made available in a form that permits verification and reproducibility of the results.

Scientific Integrity.

- a) *Maintaining Integrity.* The NFWF Subrecipient shall maintain the scientific integrity of research performed pursuant to this grant or financial assistance award including the prevention, detection, and remediation of any allegations regarding the violation of scientific integrity or scientific and research misconduct, and the conduct of inquiries, investigations, and adjudications of allegations of violations of scientific integrity or scientific and research misconduct. All the requirements of this provision flow down to subrecipients.
- b) *Peer Review.* The peer review of the results of scientific activities under a NOAA grant, financial assistance award, or cooperative agreement shall be accomplished to ensure consistency with NOAA standards on quality, relevance, scientific integrity, reproducibility, transparency, and performance. NOAA will ensure that peer review of "influential scientific information" or "highly influential scientific assessments" is conducted in accordance with the Office of Management and Budget (OMB) Final Information Quality Bulletin for Peer Review and NOAA policies on peer review, such as the Information Quality Guidelines.
- c) In performing or presenting the results of scientific activities under the NOAA grant, financial assistance award, or cooperative agreement and in responding to allegations regarding the violation of scientific integrity or scientific and research misconduct, the NFWF Subrecipient and all subrecipients shall comply with the provisions herein and NOAA Administrative Order (NAO) 202-735D, Scientific Integrity, and its Procedural Handbook, including any amendments thereto. That Order can be found at <https://nrc.noaa.gov/ScientificIntegrityCommons.aspx>.
- d) *Primary Responsibility.* The NFWF Subrecipient shall have the primary responsibility to prevent, detect, and investigate allegations of a violation of scientific integrity or scientific and research misconduct. Unless otherwise instructed by the grants officer, the recipient shall promptly conduct an initial inquiry into any allegation of such misconduct and may rely on its internal policies and procedures, as appropriate, to do so.
- e) By executing this grant, financial assistance award, or cooperative agreement the NFWF Subrecipient provides its assurance that it has established an administrative process for performing an inquiry, investigating, and reporting allegations of a violation of scientific integrity or scientific and research misconduct; and that it will comply with its own administrative process for performing an inquiry, investigation, and reporting of such misconduct.
- f) The NFWF Subrecipient shall insert this provision in all subawards at all tiers under this grant, financial assistance award, or cooperative agreement.

**SECTION 6 REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS RELATING TO
NON-FEDERAL FUNDS – FUNDING SOURCE SPECIFIC**

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National Fish and Wildlife Foundation Vendor Setup Request Form

* Indicates required field

Is this a NEW registration or CHANGE to an existing record? *	
<input type="checkbox"/> NEW	<input type="checkbox"/> CHANGE (complete the entire form)

Basic Information			
Entity Name*			
EIN/Taxpayer ID*		DUNS Number* (not required for individual)	
Payment method* <input type="checkbox"/> ACH <input type="checkbox"/> CHECK <input type="checkbox"/> WIRE NFWF's preferred method is ACH. If CHECK or WIRE is selected, please justify below:			
Accounts Receivable Contact Name*			
Contact Phone Number*			

Payment Address				
Address Line 1*				
Address Line 2				
City*		State*		Zip code*
Country				

Bank Information (You may disregard this section if CHECK is selected)				
Beneficiary Name				
Bank Account Number				
9-Digit ACH Routing Number				
9-Digit WIRE Routing Number				
SWIFT Code (for international wire)				
Bank Name				
City		State		Country
Intermediary Bank Information (if applicable)				
Bank Name				
Account Number				
ABA Routing # / SWIFT Code				
City		State		Country

Please attach the following documents:

- A copy of the most recent completed W-9 or W-8
- A voided check for verification of account information (if ACH is selected)

By signing below, I hereby certify that all information provided above is true and correct to the best of my knowledge.

Authorized Certifying Official Approval			
Signature*		Date*	
Name*		Title*	



National Fish and Wildlife Foundation Vendor Setup Request Form

Instructions

1. This form must be completed at least once before receiving any disbursement from NFWF.
2. Asterisk (*) represents mandatory field that must be filled out.

Form Item	Instructions
Basic Information	
Entity Name	Enter your organization's legal name or individual legal name.
EIN/Taxpayer ID	Enter your organization's Employer Identification Number (EIN)/Taxpayer ID. <u>Do not</u> enter Social Security Number (SSN) in this field.
DUNS Number	Enter your organization's Data Universal Numbering System (DUNS) number.
Payment Method	<p>Select the preferred payment method. NFWF's preferred payment method is ACH. If Check or Wire is selected, please provide the reason for not selecting ACH. When ACH is selected, please attach a copy of a voided check for verification of account information.</p> <p>Please note that in lieu of a voided check any of the following options are accepted:</p> <ul style="list-style-type: none"> • Letter from the bank on bank's letterhead indicating account holder name, account number, account type (checking or saving), and routing number (ABA#). • Copy of the bank statement with matching information on vendor form. All other information on the statement such as bank balance can be redacted. • Deposit slip/ticket with bank account information matching with vendor form pre-printed on it.
Accounts Receivable Contact Name	Enter the name of the person at your organization who can answer account receivable questions.
Contact Phone Number	Enter the best number to reach the Accounts Receivable contact.
Payment address	
Address Lines	If payment method is Check, enter the address where check should be mailed to. If payment method is not Check, enter your organization's business address.
Bank Information (you may disregard this section if CHECK is selected)	
Beneficiary Name	Enter the name of the account holder.
Account Number	Enter your organization's bank account number.
ACH Routing Number	Enter the bank's Automated Clearing House (ACH) routing number.
Wire Routing Number	Enter bank's wire transfer routing number. NFWF makes payments via a wire transfer only when ACH is not possible.
SWIFT Code	This field is only applicable for non-US bank. Enter the bank's Society for Worldwide Interbank Financial Telecommunication Bank Identifier Code (SWIFTBIC).
Bank Name	Enter the bank's name.
Bank Address	Enter the bank's address.
Intermediary Bank Information	These fields are usually applicable when the bank listed above is a NON-US bank.
Authorized Certifying Official Approval	
Signature	The authorized certifying official must sign here.
Date	Enter the date the form is signed.
Name & Title	Enter the name and title of the authorized certifying official.

IV. Consent Agenda

16. Approval of Budget Amendment to Support the Governmental Accounting Standards Board Adoption of Standard 84 Fiduciary Activities: \$400,000

CARTERET COUNTY FINANCE

Denise H. Meshaw, CPA
Assistant County Manager
Finance Department



Tel: (252) 728-8410
Fax: (252) 728-0133
deem@carteretcountync.gov
www.carteretcountync.gov

To: Board of Commissioners
From: Dee Meshaw, Assistant County Manager
Date: October 19, 2020
Subject: GASB 84 Implementation and Budget Amendment

The Governmental Accounting Standards Board (GASB) adopted Standard 84 Fiduciary Activities effective June 30, 2021 for governmental entities. The previous accounting standards did not provide detailed guidance defining fiduciary activities. The new standard provides that detailed guidance. The section of the new GASB 84 standard applicable to Carteret County is custodial funds. Custodial funds are used to report activities carried out exclusively for the benefit of those outside of the government. As a result, several accounting and budgeting changes will occur. First, Cooperative Extension has three separate bank accounts utilized to account for program fees such as 4-H and horticulture programs. Currently, these program activities are in a fiduciary fund; however, GASB 84 requires these activities in the General Fund. In addition, these three bank accounts will be closed, and all the transactions will be accounted for in the County's operating bank account. Secondly, the Sheriff's Division has transactions such as concealed weapons, writs, and executions, accounted in a fiduciary fund. This will now be included in the County's General Fund, and like Cooperative Extension, this bank account will be closed.

In addition, to closing fiduciary funds to the General Fund, the County must establish new special revenue funds. First, the LGC required counties to report Deeds of Trust Funds in agency funds for the portion of each fee that is collected by the county register of deeds for registering or filing a deed of trust or a mortgage. These funds are remitted monthly to the State Treasurer. This no longer qualifies as a fiduciary fund, and the LGC is requiring the county to establish a Register Deeds of Trust Special Revenue Fund. Secondly, the County is required to setup another special revenue fund, Representative Payee DSS Fund. You may recall that under the Social Security's Representative Payee Program County DSS receives and manages funds for minor children and certain adults.

In closing, GASB 84 Fiduciary Activities standard is effective for the year ending June 30, 2021. As a result, the Board of Commissioners need to approve the following: account for Cooperative Extension and Sheriff Division program fees in the General Fund, close four bank accounts listed as follows: Cooperative Extension Horticulture, Cooperative Extension FCS, Cooperative Extension 4-H, and Sheriff Agency Account, establish two special revenue funds (SRF) as follows: Register Deeds of Trust SRF and DSS Representative Payee (SRF), and approve the attached \$534,000 budget amendment listed as follows: increase the General Fund \$54,000, increase Register Deeds of Trust SRF \$80,000, and increase the DSS Representative Payee SRF \$400,000.

Carteret County

Budget Amendment

Fiscal Year 2020-2021

Department: Various

Date: 10/19/2020

Justification: To move agency funds to the General Fund and Special Revenue Funds to comply with GASB 84 and the LGC

Fund		Description	Account Number	Increase
General Fund	Revenues	Cooperative Extension Fees	110.40.3495.400	4,000
		Concealed weapons permits	110.10.3431.451	50,000
	Total Increase in Revenues			<u>54,000</u>
	Expenditures	Cooperative Extension Supplies	110.40.4950.20000	4,000
		Concealed weapons permits	110.10.4310.19300	50,000
		Total Increase Expenditures		
Register Deeds of Trust Special Revenue Fund	Revenue	Register of Deeds of Trust Funds	220.00.3344.450	80,000
Total Increase in Revenues			<u>80,000</u>	
	Expenditures	ROD Trust Funds: to the State	220.00.4180.44000	80,000
Total Increase Expenditures			<u>80,000</u>	
DSS Representative Payee Special Revenue Funds	Revenue	DSS Rep. Payee Funds Revenue	225.50.3850.300	400,000
Total Increase in Revenues			<u>400,000</u>	
	Expenditures	DSS Rep. Payee Funds Expenditures	225.50.5310.49500	400,000
Total Increase Expenditures			<u>400,000</u>	

Chariman, Board of Commissioners: _____

Date: _____

IV. Consent Agenda

17. Approval to Accept a Grant from the North Carolina Office of Recovery & Resiliency for Hurricane Dorian Recovery, Approval for the Grant to be Executed, and Approval of Corresponding Budget Amendment: \$1,000,000

CARTERET COUNTY FINANCE

Denise H. Meshaw, CPA
Assistant County Manager
Finance Department



Tel: (252) 728-8410
Fax: (252) 728-0133
deem@carteretcountync.gov
www.carteretcountync.gov

To: Board of Commissioners
From: Dee Meshaw, Assistant County Manager
Date: October 19, 2020
Subject: NCORR Grant Approval and Budget Amendment

Attached for your consideration is a \$1,000,000, budget amendment appropriating NCORR Distressed Local Government Grant Program for Hurricane Dorian recovery funds. This will be used to fund a portion of Carteret County's debt service. Because the grant is awarded after the budget was adopted, the budget amendment appropriates the grant revenue and reduces appropriated fund balance. The Board is requested to accept the grant, authorize the County Manager, Tommy Burns and Assistant County Manager, Dee Meshaw to sign the grant agreement, and approve the attached budget amendment.

Carteret County

Budget Amendment

Fiscal Year 2020-21

Department: General Fund

Date: 10/19/2020

Justification: Appropriate NCORR Local Government Grant

Fund		Description	Account Number	Increase	Decrease
General Fund	Revenues	NCORR Grant	110.60.3910.300	1,000,000	
		Fund Balance	110.00.3990.990		1,000,000
				<u>1,000,000</u>	<u>1,000,000</u>
		Total Increase in Revenues		<u>1,000,000</u>	<u>1,000,000</u>

Approval Chairman, Board of Commissioners _____

Date: _____

IV. Consent Agenda

18. Approval of Budget Amendment to Appropriate Insurance Proceeds Received for Vehicle Repairs for Fire Marshal's Office: \$6,871.69

Carteret County

Budget Amendment

Fiscal Year 2020-2021

Department: Emergency Services (Fire Marshal)

Date: Friday, October 9, 2020

Justification: To appropriate insurance proceeds received for Fire Marshal vehicle repairs.

Fund	Description	Account Number	Increase	Decrease
General Fund Expenditures	Maint / Repair Vehicle	110.10.4340.35300	\$6,871.69	
General Fund Revenue	Insurance	110.00.3472.851		\$6,871.69

Total Increase Expenditures

\$6,871.69

Department Head:



ACM/ Finance Director:

County Manager:

IV. Consent Agenda

19. Approval of Resolution Honoring John Cooper Mason

Board of Commissioners

Bill Smith, Chair
Robin Comer, Vice-Chair
Bob Cavanaugh
Chris Chadwick
Jimmy Farrington
Mark Mansfield
Ed Wheatly



County Manager
Tommy R. Burns

Clerk to the Board
Rachel B. Hammer

**RESOLUTION
HONORING JOHN COOPER MASON**

WHEREAS, John Cooper Mason of Williston, recently received the Governor's Volunteer Service Award, as well as the prestigious Governor's Medallion Award for Volunteer Service; and

WHEREAS, in 1979, the Volunteer Service Award was created by the then Office of the Governor to recognize North Carolina's most dedicated volunteers; and

WHEREAS, the Volunteer Service Award honors the true spirit of volunteerism by recognizing those that provide volunteer services that makes a significant contribution to their community; and

WHEREAS, the Medallion Award for Volunteer Service is only awarded to one person per County; and

NOW, THEREFORE, BE IT RESOLVED that the Carteret County Board of Commissioners applaud John Cooper Mason for his receipt of both the Governor's Volunteer Service Award and the Medallion Award for Volunteer Service; and

BE IT FURTHER RESOLVED that the Carteret County Board of Commissioners present this Resolution to John Cooper Mason and commend him for his selfless dedication as a strong volunteer for projects in his local community, throughout all of Down East, and through his volunteer efforts on behalf of Atlantic Missionary Baptist Church.

ADOPTED, this the 19th day of October 2020.

William H. Smith, Chairman

Attest:

Rachel Hammer, Clerk to the Board

**CARTERET COUNTY
Board of Commissioners**

Meeting Date:
19-Oct-20

Presenter:
Chairman Smith



Agenda Item
V.

ITEM TO BE CONSIDERED

Title: Acknowledging Employees with an October Birthday

Brief Summary:

Chairman Smith will read a list of employees who have a October birthday.

If the Board of Commissioners approves of the agenda item as presented, the following motion(s) is (are) suggested:

BACKGROUND

Originating Department

Attachments:

- 1 N/A
- 2 _____
- 3 _____
- 4 _____
- 5 _____

Staff Contact:

REVIEWED BY

County Manager _____
Clerk to the Board _____

County Attorney _____
ACM/Finance Director _____

**CARTERET COUNTY
Board of Commissioners**

Meeting Date:
19-Oct-20

Presenter:



Agenda Item
VI.

ITEM TO BE CONSIDERED

Title: Public Comment

Brief Summary:

Citizens will be provided three minutes to speak during Public Comment.

If the Board of Commissioners approves of the agenda item as presented, the following motion(s) is (are) suggested:

BACKGROUND

Originating Department

Attachments:

- 1 N/A
- 2 _____
- 3 _____
- 4 _____
- 5 _____

Staff Contact:

REVIEWED BY

County Manager _____
Clerk to the Board _____

County Attorney _____
ACM/Finance Director _____

Board of Commissioners

Bill Smith, Chair
Robin Comer, Vice-Chair
Bob Cavanaugh
Chris Chadwick
Jimmy Farrington
Mark Mansfield
Ed Wheatly



County Manager
Tommy R. Burns

Clerk to the Board
Rachel B. Hammer

**RESOLUTION
HONORING JOHN COOPER MASON**

WHEREAS, John Cooper Mason of Williston, recently received the Governor's Volunteer Service Award, as well as the prestigious Governor's Medallion Award for Volunteer Service; and

WHEREAS, in 1979, the Volunteer Service Award was created by the then Office of the Governor to recognize North Carolina's most dedicated volunteers; and

WHEREAS, the Volunteer Service Award honors the true spirit of volunteerism by recognizing those that provide volunteer services that makes a significant contribution to their community; and

WHEREAS, the Medallion Award for Volunteer Service is only awarded to one person per County; and

NOW, THEREFORE, BE IT RESOLVED that the Carteret County Board of Commissioners applaud John Cooper Mason for his receipt of both the Governor's Volunteer Service Award and the Medallion Award for Volunteer Service; and

BE IT FURTHER RESOLVED that the Carteret County Board of Commissioners present this Resolution to John Cooper Mason and commend him for his selfless dedication as a strong volunteer for projects in his local community, throughout all of Down East, and through his volunteer efforts on behalf of Atlantic Missionary Baptist Church.

ADOPTED, this the 19th day of October 2020.

William H. Smith, Chairman

Attest:

Rachel Hammer, Clerk to the Board

CARTERET COUNTY
Board of Commissioners

Meeting Date:

19-Oct-20



Agenda

Item

VIII.

Presenter: Jaime Long, HR Director

Tommy Burns, County Manager &

Bill Smith, Chairman

ITEM TO BE CONSIDERED

Title: Introduction of the October "Employee of the Month" Awardee

Brief Summary:

If the Board of Commissioners approves of the agenda item as presented, the following motion(s) is (are) suggested:

BACKGROUND

Originating Department

Human Resources

Attachments:

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____

Staff Contact:

Jaime Long, HR Director

REVIEWED BY

County Manager _____ X
Clerk to the Board _____ X

County Attorney _____
ACM/Finance Director _____ X

CARTERET COUNTY
Board of Commissioners



Agenda Item IX.

Meeting Date:
19-Oct-20

Presenter:
Gene McLendon

ITEM TO BE CONSIDERED

Title: Request that the Peer Recovery Center be Placed Under the Umbrella of Hope Mission

Brief Summary:

Mr. McLendon will share with Commisisoners the proposal for Peer Recovery to be placed under the umbrella of Hope Mission

If the Board of Commissioners approves of the agenda item as presented, the following motion(s) is (are) suggested:

Motion: A motion to accept/reject the proposal to place the Peer Recovery Center under the umbrella of Hope Mission

BACKGROUND

Originating Department

Attachments:

- 1 N/A
- 2 _____
- 3 _____
- 4 _____
- 5 _____

Staff Contact:

REVIEWED BY

County Manager _____ X
Clerk to the Board _____ X

County Attorney _____
ACM/Finance Director _____ X

CARTERET COUNTY
Board of Commissioners

Meeting Date:
 19-Oct-20

Presenter:
 Eugene Foxworth



Regular Item
X

ITEM TO BE CONSIDERED

Title: Public hearing to consider a request to rezone a 69.47 acre property located at 241 Morada Bay Drive Newport, NC 28570 (PIN #630503246341000) from R-20 (Single Family Residential District) to B-1 (General Business District).

Brief Summary:

Carteret County is requesting to rezone a 69.47-acre property located at 241 Morada Bay Drive Newport, NC 28570 from R-20 (Single-Family Residential District) to B-1 (General Business District). The rezoning request will allow for the construction of a boat ramp facility. Currently there are no structures on the property. The property is bordered by single-family dwellings to the east and west, Bogue Sound to the south, and Highway 24 to the North. This subject property is bordered by R-20 and R-15 zoning to the west, and R-20 and R-15 zoning to the east, and B-3 zoning to the north. The subject property is situated within the Limited Transition CAMA Land Use Plan classification. Areas included in the Limited Transition classification are areas that will experience increasing development during the next five to ten years. This request is consistent with the CAMA Land Use Plan. 82 property owners have been notified. To date, staff has received 15 no objections and 11 objections. On September 14, 2020 the Planning Commission unanimously voted to recommend approval of the proposed rezoning.

If the Board of Commissioners approves of the agenda item as presented, the following motion(s) is (are) suggested:

- 1) Motion to open the public hearing.
- 2) Motion to close the public hearing.
- 3) Motion to approve/deny the rezoning of a 69.47-acre property located at 214 Morada Bay Drive Newport, NC 28570 (PIN # 630503246341000) from R-20 to B-1.
4. Motion to approve/deny the Statement of Plan Consistency.

BACKGROUND

Originating Department
 Planning and Development

- Attachments:**
- 1 Staff Memo
 - 2 Application and Maps
 - 3 Statement Plan of Consistency
 - 4 Excerpt from Planning Commission Minutes
 - 5 Public Hearing Notice

Staff Contact:
 Eugene Foxworth

REVIEWED BY

County Manager _____
 Clerk to the Board _____

County Attorney _____
 ACM/Finance Director _____

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director



Beaufort Office Phone 252-728-8545
Western Office Phone 252-222-5833

MEMORANDUM

DATE: September 21, 2020

TO: Carteret County Board of Commissioners

CC: Tommy Burns, County Manager

FROM: Eugene Foxworth, Assistant County Manager & Planning Director

RE: Request to rezone a 69.47-acre property located at 241 Morada Bay Drive Newport, NC 28570 (PIN # 630503246341000) from R-20 (Single-Family Residential District) and B-3 (Planned Business District) to B-1 (General Business District).

- Carteret County is requesting to rezone a 69.47-acre property located at 241 Morada Bay Drive Newport, NC 28570 and a 10.06-acre property Rezone from R-20 (Single-Family Residential District) and B-3 (Planned Business District) to B-1 (General Business District).
- Currently, there are no structures on the property. The property is bordered by single-family dwellings to the east and west, Bogue Sound to the south, and Highway 24 to the north.
- This subject property is bordered by R-20 and R-15M zoning to the west, and R-20 and R-15 zoning to the east, and B-3 zoning to the north.
- The subject property is situated within the Limited Transition CAMA Land Use Plan classification. Areas included in the Limited Transition classification are areas that will experience increasing development during the next five to ten years. This request is consistent with the CAMA Land Use Plan.
- 82 property owners have been notified. To date, staff has received 15 no objections and 11 objections.
- On September 14, 2020 the Planning Commission unanimously voted to recommend approval of the proposed rezoning.



REZONING APPLICATION

Applicant: _____
 Address: _____
 Telephone: _____
 E-mail: _____

Owner (If not Applicant): Carteret County
 Address: 302 Courthouse Square
 Telephone: 252-728-8545
 E-mail: eugene.foxworth@carteretcounty.nc.gov
 Signature: Eugene Foxworth
 Date: 8/18/20

Property address/ location: 241 Morada Bay Drive 630503246341000
 PIN: 630503324268000 Current Zoning: R-20/B-3 Proposed Zoning: B1

Please explain why the rezoning that you are requesting is warranted: _____
To allow office space and boat ramp Facility

For Staff Use Only:

Application Number: 2020-000079 Amt. Rec'd: N/A Received by: GF Date: 8/18/20

Carteret County Department of Planning and Development
 Eugene Foxworth, Director

Main Office: Courthouse Square
 Beaufort, NC 28516-1896
 Tel: (252) 728-8545
 Fax: (252) 732-2065

Western Office: 701 Cedar Point Blvd.
 Cedar Point, NC 28584-8013
 Tel: (252) 222-5833
 Fax: (252) 222-5825

Carteret County Rezoning Request

R-20 & B-3 to B-1

241 Morada Bay Drive
Newport, NC 28570

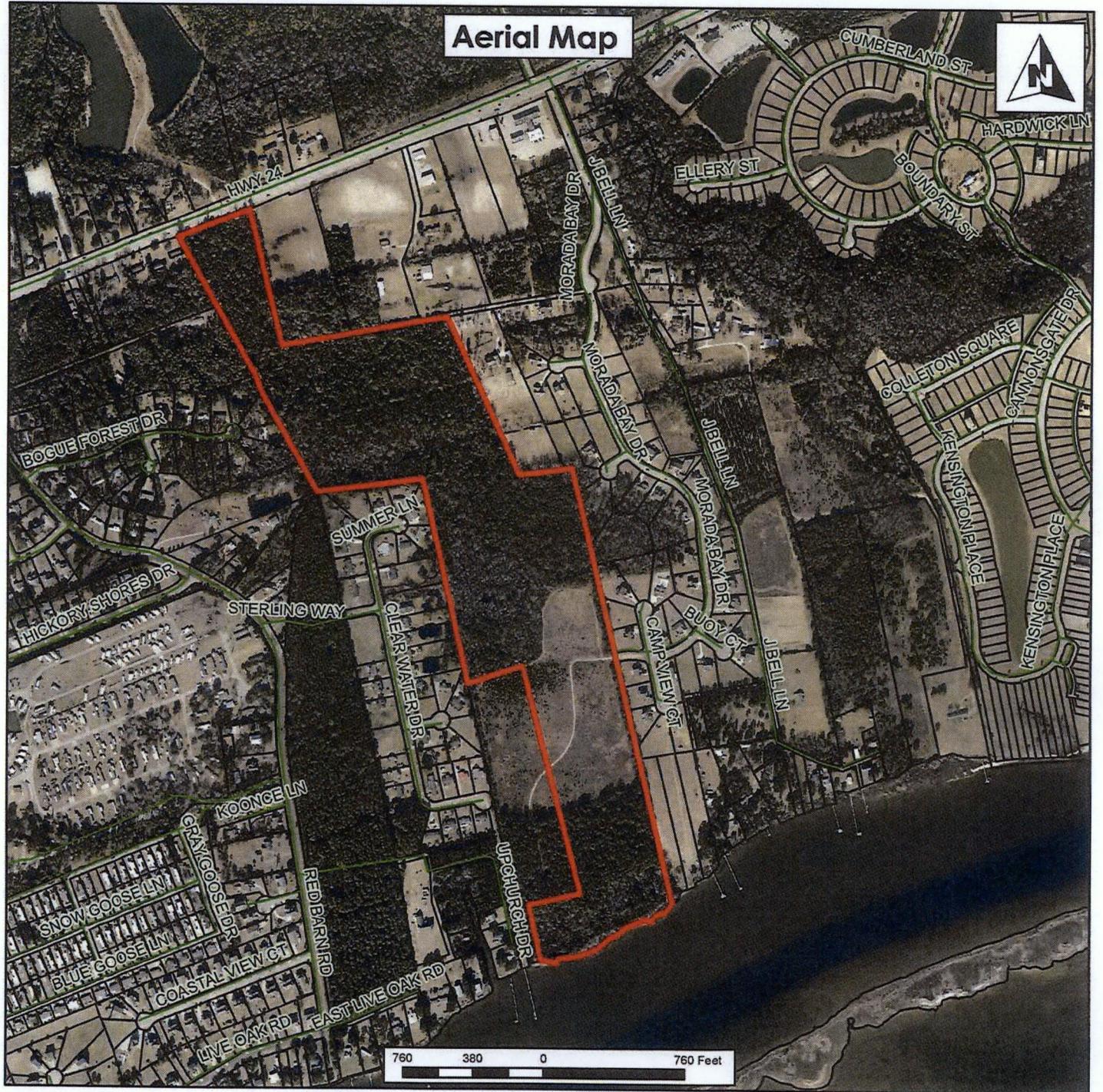
Vicinity



 Subject Property

Prepared By:
Carteret County Planning & Development

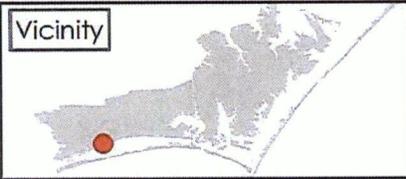
Aerial Map



Carteret County
Rezoning Request

R-20 & B-3 to B-1

241 Morada Bay Drive
Newport, NC 28570



 Subject Property

Prepared By:
Carteret County Planning & Development

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director



Beaufort Office
Phone: 252-728-8545
Fax: 252-732-2065

Prior to adopting or rejecting any zoning amendment, the governing board shall adopt a statement describing whether its action is consistent with an adopted comprehensive plan and explaining why the board considers the action taken to be reasonable and in the public interest. The planning board shall advise and comment on whether the proposed amendment is consistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable. The planning board shall provide a written recommendation to the board of county commissioners that addresses plan consistency and other matters as deemed appropriate by the planning board, but a comment by the planning board that a proposed amendment is inconsistent with the comprehensive plan shall not preclude consideration or approval of the proposed amendment by the governing board.

(NCGS 160D-605)

REZONING MAP AMENDMENT:

Applicant: Carteret County
Owner: Carteret County
Address: 241 Morada Bay Drive Newport, NC 28570
Tax Map and Parcel(s): 630503246341000
Parcel Size: 69.47 acres

REQUEST:

Rezone from R-20 (Single-Family Residential District) and B-3 (Planned Business District) to B-1 (General Business District).

STATEMENT OF CONSISTENCY & RECOMMENDATION:

At their meeting on September 14, 2020, the Planning Commission voted to recommend **approval** of the proposed rezoning map amendment and stated, "The Planning Commission finds and determines that case number 2020-000079 **is** consistent with the goals, objectives and policies of the CAMA Land Use Plan.

Motion to approve/deny by: Commissioner Will Rogers

Seconded by: Commissioner Scott Eckhodt

Followed by a unanimous vote from the Planning Commission.

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director



Beaufort Office
Phone: 252-728-8545
Fax: 252-732-2065

*Prior to adopting or rejecting any zoning amendment, the governing board shall adopt a statement describing whether its action is consistent with an adopted comprehensive plan and explaining why the board considers the action taken to be reasonable and in the public interest. The planning board shall advise and comment on whether the proposed amendment is consistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable. The planning board shall provide a written recommendation to the board of county commissioners that addresses plan consistency and other matters as deemed appropriate by the planning board, but a comment by the planning board that a proposed amendment is inconsistent with the comprehensive plan shall not preclude consideration or approval of the proposed amendment by the governing board.
(NCGS 153A-341)*

REZONING MAP AMENDMENT:

Applicant: Carteret County
Owner: Carteret County
Address: 241 Morada Bay Drive Newport, NC 28570
Tax Map and Parcel(s): 630503246341000
Parcel Size: 69.47 Acres

REQUEST:

Rezone from R-20 (Single-Family Residential District) and B-3 (Planned Business District) to B-1 (General Business District).

STATEMENT OF CONSISTENCY:

At their meeting on October 19, 2020 the Board of Commissioners voted to **approve / deny** the rezoning map amendment and made the following statements:

- *The Commissioners find and determine that case number 2020-000079 **is consistent / is not consistent** with the goals, objectives and policies of the CAMA Land Use Plan because:*

- ***Is / Is not** reasonable and in the public interest because:*

Motion to approve/deny by:

Seconded by:

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director



Beaufort Office
Phone: 252-728-8545
Fax: 252-732-2065

PUBLIC NOTICE

Pursuant to Chapter 160D-601 of the North Carolina General Statutes, the Carteret County Board of Commissioners will hold a public hearing on October 19, 2020 at 6:00 p.m. in the Board of Commissioner's Meeting Room (302 Courthouse Square, Administration Building, Beaufort, NC) to discuss an application to rezone a 69.47-acre property located at 241 Morada Bay Drive, Newport, NC 28570 (PIN # 630503246341000) from R-20 (Single-Family Residential District) and B-3 (Planned Business District) to B-1 (General Business District).

A copy of the proposed request is available for public inspection in the Carteret County Planning and Development Department, 402 Broad Street, Beaufort, NC.

Eugene Foxworth
Planning Director

Advertise: Carteret County News-Times
Sunday, October 4, 2020
Sunday, October 11, 2020

Excerpt from Planning Commission 09-14-2020 Meeting

1. **Rezoning Request:** Carteret County is requesting to rezone a 69.47-acre property located at 241 Morada Bay Drive Newport, NC 28570 (PIN#: 630503246341000) from R-20 (Single-Family Residential District) and B-3 (Planned Business District) to B-1 (General Business District).

Mr. Hartman presented the request.

Background:

Carteret County is requesting to rezone a 69.47-acre property located at 241 Morada Bay Drive Newport, NC 28570 and a 10.06-acre property Rezone from R-20 (Single-Family Residential District) and B-3 (Planned Business District) to B-1 (General Business District).

This rezoning request will allow for the construction of office space for the North Carolina Coastal Federation and the construction of a boat ramp facility.

Currently, there are no structures on the property. The property is bordered by single-family dwellings to the east and west, Bogue Sound to the south, and Highway 24 to the north.

This subject property is bordered by R-20 and R-15M zoning to the west, and R-20 and R-15 zoning to the east, and B-3 zoning to the north.

The subject property is situated within the Limited Transition CAMA Land Use Plan classification. Areas included in the Limited Transition classification are areas that will experience increasing development during the next five to ten years. This request is consistent with the CAMA Land Use Plan.

82 property owners have been notified. To date, staff has received 15 no objections and 11 objections. Staff is happy to answer any questions you might have.

Chairman Graham asked what the reasoning was for the letters of objection.

Mr. Hartman explained the overall concerns from each letter:

- Too much land will be utilized for such small usage, may not protect area from future hurricanes.
- Traffic congestion and uncertainty of proposed use; unnecessary zoning change to B-1.
- Concerns NC Coastal Federation property will utilize the land for things that are not compatible with residential areas.
- Privacy concerns in the residential area; Description of project is vague and unclear.
- Limits in the B-1 district are too broad and would not be consistent with nearby neighborhood.

Commissioner Myers asked if the development rights have been addressed on the property.

Mr. Foxworth explained he has worked closely with this project as it largely a county initiative, along with the Coastal Federation. The (U.S.) Marine Corps holds easements on it, the Clean Water Management Trust Fund holds easements on it and the Parks & Recreation Trust Fund holds easements on the county portion of the property. On the coastal federation portion of the property, only the Marine Corps holds easements there.

Commissioner Bruce Rogers asked if that previous most the public activity on that section.

Mr. Foxworth replied yes sir.

Chairman Graham asked if there was anybody in the audience that wished to speak for or against the request.

David Rief, 304 Clear Water Dr, Newport, NC, stated he was one of 40 property owners located in the Bogue View Court subdivision. Mr. Rief explained his property does not directly adjoin the county or Coastal Federation property, but feels it will be effected by the proposed rezoning. Mr. Rief spoke on behalf of his neighbors and explained they are not opposed to the proposed development of these two parcels either for a boat ramp facility or for the Coastal Federation's offices. They are however concerned with rezoning the Coastal Federation's portion to a B-1 zone. Anytime you look at a rezoning, you have to look at all the permissible uses in the B-1 zone, not just what is being proposed by the potential developer. There is not much development that can take place on the county owned portion of the property because of regulations and wetland area; but with regard to the Coastal Federation, there is no guarantee that they are going to be there for a hundred years, if they find a better parcel somewhere else, or if they go belly up and decided to sell. With it being a B-1 zone, the next use that could come in there could be totally opposed to a residential district, and with that property adjoining so many of our residential lots, that is our concern. This is why many of our neighbor residents have asked that it be limited to conditional B-1 rather than blanket B-1, so you do not have to look at all of the uses. Under section 3200 of your code of ordinates, the county can approve a conditional B-1 limiting the number of uses. Again, we do not have a problem with what they are proposing, if that is actually what their long-term plans are then they should not have issues limiting the property, it is just the unknown and unforeseeable risk we face with a blanket B-1 that concerns residents. We want the development to move forward, we think it is a great idea, we think it will increase our property values; there are just many risks associated with the proposed zoning. As a planning board, you have to look at all uses that could be within the B-1 zoning district and when you do that, I think you will find it is not the appropriate zoning district for that area.

Commissioner Myers asked Mr. Foxworth to explain the Marine Corps easement.

Mr. Foxworth stated it prevents assemblies, tall structure, etc. They can put their offices there, but it is very specific to what they can and cannot put on the property.

Commissioner Will Rogers asked if it was purely based on height issues.

Mr. Foxworth said height is a factor but there are other things to consider; for example, active recreation such as ball fields would not be permitted.

Commissioner Will Rogers asked if the smaller parcel was the Coastal Federation's portion of the property.

Mr. Foxworth replied yes, the 10-acre parcel is Coastal Federation's and the larger portion is the county's parcel. Potentially we would like to have about 200 truck and trailer spaces there if we can find enough money to help wildlife make that possible.

Commissioner Kennedy asked what the side yard setback were for B-1 zoning.

Mr. Hartman replied the B-1 district has an 80-foot minimum lot width, 20,000 square foot minimum lot size, 40 foot in the front, 20 foot in the rear, 10 foot sides and 15 foot side in corner.

Commissioner Kennedy asked if it would require fencing or vegetation.

Mr. Hartman said buffering would be required under the zoning ordinance and there is a section on screening buffers.

Commissioner Will Rogers asked if there was anybody from the Coastal Federation present

Mr. Foxworth replied there was not.

Commissioner Will Rogers asked if anybody had a problem with adding a conditional use to the request.

Mr. Foxworth stated that is a totally different request, the applicant would have to come back and apply for that the conditional use permit. Currently, it is a rezoning request.

Commissioner Kennedy asked if both parcel had to be rezoned at the same time.

Mr. Hartman said he assumed they could drop it if they wanted to, but it is his understanding both parties requested to rezone the parcels tonight.

Commissioner Bruce Rogers asked how the purchase of the property was structured and if it will it be sellable in the future or not.

Mr. Foxworth said it would be sellable, he can only speak on the county side of it, but it is not marketable because of the different easements placed on the property, specifically the Parks & Recreation Trust Fund, as the uses would be strictly recreational.

Mr. Rief, I agree with the regards to the county portion of the property, there are so many restrictions I do not foresee there be being much other use of the parcel. The Coastal Federation portion of the property is developable, non-wetlands and a side yards to many neighbors in the area; even with a buffer, there are certain uses that are not appropriate to be that close to residential neighborhoods.

Commissioner Myers asked Mr. Rief what kind of conditional use he is asking for, one building on the 10-acre portion

Mr. Rief replied, no sir, the request would be to limit the use to whatever the Coastal Federation needs. If it is offices, there is no probably with that. The limit would be more on the type of use, not the intensity of it.

Commissioner Myers asked what the source of the Coastal Federation's money was.

Mr. Foxworth replied it was cash, not a grant. The Coastal Federation helped the county with funding, but paid for their portion of the parcel with cash.

Commissioner Bruce Rogers asked what kind of access they would have, as that piece of property is pretty much landlocked; would there be some sort easement across the county property.

Mr. Foxworth replied yes, there would be an easement across the properties.

Commissioner Brue Rogers asked if the county would have control over what would be useable that way, as far as industrial uses in the future.

Mr. Foxworth replied, I think once the easement is in place, the county would have very little control over that.

Commissioner Kennedy expressed his concern about putting in a very expensive road that will carry cars and trucks down here and then plop down a B-1 in the middle of the parcel, so far away from Highway 24.

Mr. Foxworth was unclear on Mr. Kennedy's concern and asked him to elaborate.

Commissioner Kennedy said, we are going to pave a road that will go down to the boat ramp that will be able to carry cars and trailers, correct.

Mr. Foxworth said that is correct.

Commissioner Kennedy said, then down here at the bottom near the water and backing up by the homes will be an unencumbered B-1 situation.

Mr. Foxworth said that is correct.

Commissioner Kennedy said that is way off highway 24 where people would expect B-1 to be, so that concerns me that the Coastal Federation did not see fit to put the same restrictions that the county accepted on their own property and then bring it forward.

Mr. Foxworth replied the Coastal Federation also has the Marine Corp easement on their property.

Commissioner Kennedy said right, but I have a high easement in New Bern and basically a lot of it has to do with lighting and height, things like that, not necessarily use.

Mr. Foxworth explained that every easement is different.

Commissioner Kennedy said well I have not seen it so I cannot say. If you feel like providing it, we can read through it and we can see what kind of uses are permitted.

Commissioner Eckholdt asked if anybody from the Coastal Federation was present.

Chairman Graham answered there was not.

Commissioner Eckholdt commented, The Coastal Federation seems to care about the community, water, clean water and are good stewards to the things happening in Carteret County as well as throughout the state. I understand the B-1 classification might allow for a lot of uses and we could assume what might happen down the road or a hundred years from now, but I see that they are continuing to grow and become stronger as an advocate for our community and clean estuaries. We do not know if the organization will last another hundred years, but I would like to believe they will. I understand the concern of the neighbors because of the B-1 zoning, but I think we should think about who will be using the property. If there was a transfer of the property to another buyer at some point, the county has the most vested interest to prevent any undeveloped establishment from being on that property.

Mr. Foxworth mentioned, in regards to the concerns specifically on the Coastal Fed side, there is always an option to table the rezoning of the 10-acre parcel and give the community the opportunity to speak with them. I do not know if they are particularly opposed to anything you all are saying here tonight.

Commissioner Will Rogers stated there is no concern about what the county track is proposing to do what so ever; there is not any reason not to move forward on that. Would the Coastal Federation's request be in the way of anything the county has intended?

Mr. Foxworth replied no it would not; I think if they wanted to make subsequent request for conditions on it that would be appropriate.

Commissioner Myers asked if their track was zoned R-20

Mr. Foxworth said, yes that is correct. We have worked closely with both neighborhoods throughout this process and it has been publicized fairly well as far as what the county's intentions were there. I do not know if anything is going to change on that. The Coastal Federation has been a good partner on this; I do not know that there is really an issue other than having a discussion with them.

Commissioner Will Rogers made a motion to approve the rezoning request from R-20 to B-1 on the county owned portion of the property and table the 10-acre track owned by Coastal Federation to a later date.

Commissioner Kennedy seconded the motion; followed by a unanimous vote from the committee.

Prior to adopting or rejecting any zoning amendment, the governing board shall adopt a statement

describing whether its action is consistent with an adopted comprehensive plan and explaining why the board considers the action taken to be reasonable and in the public interest. The planning board shall advise and comment on whether the proposed amendment is consistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable. The planning board shall provide a written recommendation to the board of county commissioners that addresses plan consistency and other matters as deemed appropriate by the planning board, but a comment by the planning board that a proposed amendment is inconsistent with the comprehensive plan shall not preclude consideration or approval of the proposed amendment by the governing board.
(NCGS 153A-341)

REZONING MAP AMENDMENT:

Applicant: Carteret County
Owner: Carteret County
Address: 241 Morada Bay Drive Newport, NC 28570
Tax Map and Parcel(s): 630503246341000
Parcel Size: 69.47

REQUEST:

Rezoned from R-20 (Single-Family Residential District) to B-1 (General Business District)

STATEMENT OF CONSISTENCY & RECOMMENDATION:

At their meeting on September 14, 2020, the Planning Commission voted to recommend **approval** of the proposed rezoning map amendment and stated, "*The Planning Commission finds and determines that case number 2020-000079 is consistent with the goals, objectives and policies of the CAMA Land Use Plan.*"

Motion to approve by: Commissioner Will Rogers

Seconded by: Commissioner Scott Eckhodt

Followed by unanimous vote from committee.

CARTERET COUNTY
Board of Commissioners



Agenda Item
XI.

Meeting Date:
19-Oct-20

Presenter:
Tommy Burns

ITEM TO BE CONSIDERED

Title: Accept/Reject Bid to Purchase County-Owned Land at 151 Country Club Lane, Lot 30 and 31, Sea Gate Subdivision, Newport

Brief Summary:

Mr. Burns will provide information on an offer to purchase County-owned land at 151 Country Club Lane, Lot 30 and 31, Sea Gate Subdivision, Newport, Tax ID: 6490.01.06.0491000. Commissioners can accept/reject the offer.

If the Board of Commissioners approves of the agenda item as presented, the following motion(s) is (are) suggested:

MOTION: A motion to accept or reject the bid will be required

BACKGROUND

Originating Department
Tax Department

- Attachments:**
- 1 Memo from County Manager
 - 2 Bid Offer
 - 3 Tax Department Market Analysis
 - 4
 - 5

Staff Contact:
Tommy Burns, County Manager

REVIEWED BY

County Manager _____
Clerk to the Board _____

County Attorney _____
ACM/Finance Director _____

Board of Commissioners

Bill Smith, Chair
Robin Comer, Vice Chair
Bob Cavanaugh
Chris Chadwick
Jimmy Farrington
Mark Mansfield
Ed Wheatly



County Manager
Tommy R. Burns

Clerk to the Board
Rachel B. Hammer

MEMORANDUM

TO: Board of Commissioners

FROM: Tommy Burns, County Manager 

SUBJECT: Offer to Purchase County-Owned Property

DATE: October 19, 2020

An upset offer of \$10,000 has been submitted by Jonathon & Janet Imhauser for the purchase of certain property owned by Carteret County, more particularly described as follows: Tax Parcel #6490.01.06.0491000, Land/151 Country Club Lane, Lot 30 and 31, Block Y, Section 1, Sea Gate Subdivision, Newport, N.C.

The County purchased the property as a result of a tax foreclosure in March of 2015 for \$6,500.00. The current tax value of the property is \$20,727.00. A copy of the November 22, 2019 market analysis by the County's Tax Department is attached.

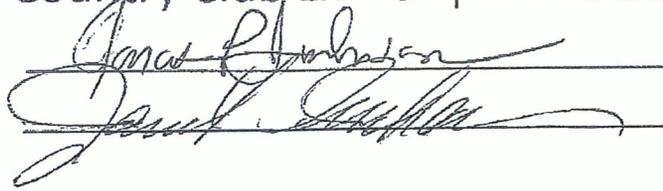
Per N.C.G.S. 160A-269, an upset bid publication notice was published, and no upset bids were received within the ten days of initial publication of said notice.

Commissioners may accept or reject the current offer.

We Jonathon and Janet Imhauser commit to purchase listed property 151 Country Club Ln lot 30 and 31 Tax Id 6490.01.06.0491000 With a bid of 10,000⁰⁰ Dollars Our current residence 153 Country Club Ln Newport Nc 28570

Jonathon P Imhauser

Janet F Imhauser



Sunday, March 15, 2020 8:01 AM

Market Analysis

151 Country Club Lane: Lot 30 & 31, Block Y, Section I, Sea Gate

Subject Neighborhood : Sea Gate



Prepared by: Carteret County Tax Department

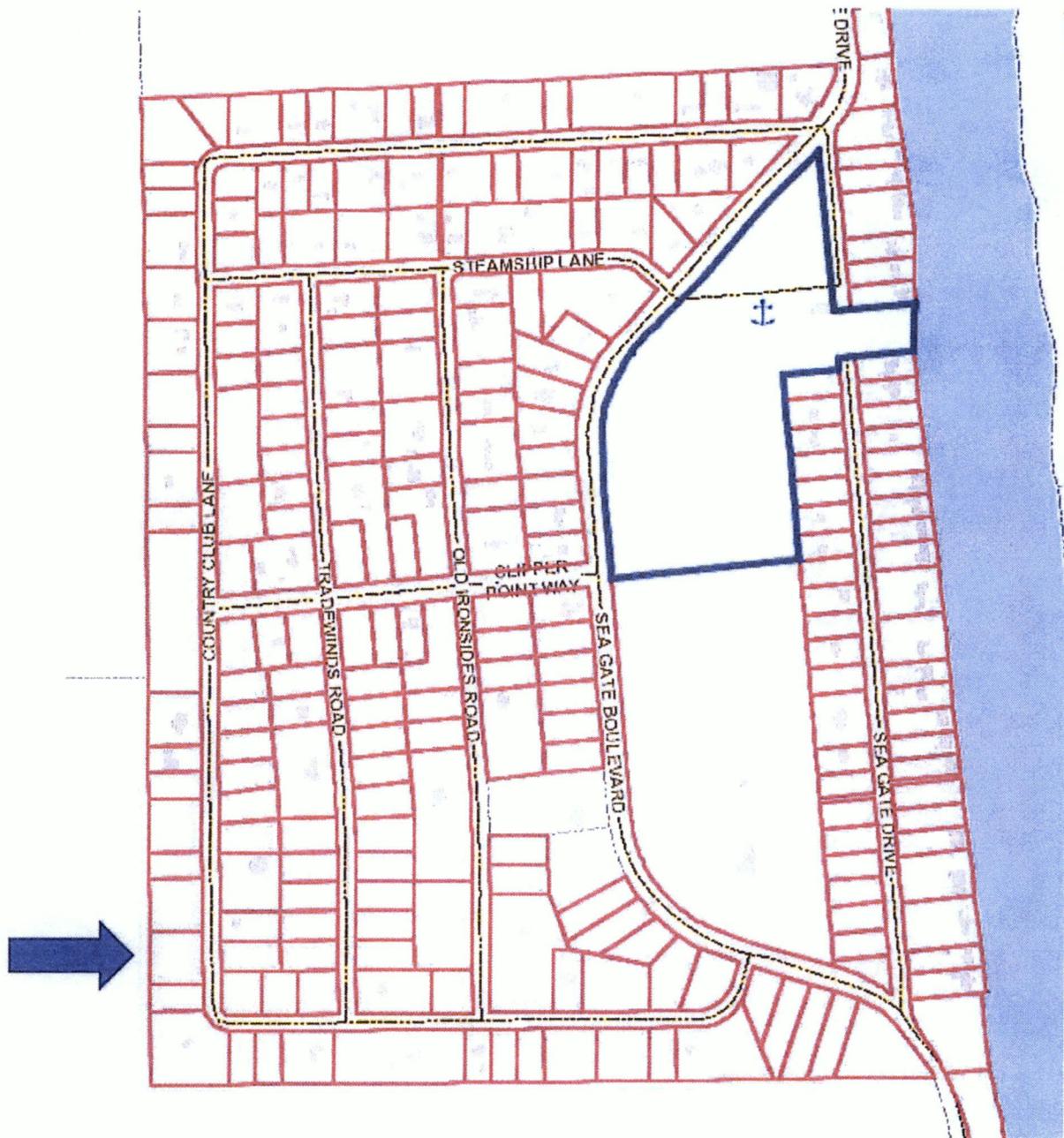
November 22, 2019



Sea Gate Subdivision Entrance



Sea Gate Subdivision Exit – Announcing HOA Board Meeting



The development pattern in Sea Gate – off the water and west of Sea Gate Blvd – ranges from above average construction to below average construction. There are nearly 200 lots in this area. As of this date, there are several small houses under construction. Soil conditions drain poorly and many of the lots will not “perk” and cannot support a septic system.

The density of development in the section north of Clipper Point Way and bounded on the west and north by Country Club Lane, and on the east by Sea Gate Blvd, is about 50% (approximately 52 of 100 lots).

The density of development in the *immediately surrounding* part of the subject neighborhood, comprised of lots on and/or within the area bounded by Country Club Lane to the south and west, Clipper Point Way to the north, and Sea Gate Blvd to the east is only about 20%. Most houses are well to adequately-maintained; a few are below standard.

Subject Site & Immediately Surrounding Neighborhood



The subject area is somewhat remote, being located over 10 miles north of Beaufort and 15 miles east of Havelock/Cherry Point, in the north-central part of Carteret County. The predominate land use pattern in the surrounding area is woodlands. The Neuse River, feeding off Pamlico Sound, is located about 10 miles north of the subject via Adams Creek (upon which the subject neighborhood fronts), and the Newport River, providing access to the Atlantic Ocean, is a similar distance south via Core Creek. This waterway is referred to as "Core Creek – International Waterway – Adams Creek Channel".

SUBJECT PROPERTY

The property being considered is a residential lot, zoned R-15. The tax office also interviewed Ethan Brogden, CZO, Carteret County Planning and Development. R-15 zoning permits a variety of residentially-oriented uses, and compatible ancillary uses harmonious with residential neighborhoods, but is principally intended for residential development requiring 15,000 square foot lots.



The site fronts west side of Country Club Lane 180', just west of the south end of Tradewinds Road, and it is 180' deep, thereby comprising 32,400 square feet (.744 acres). It is rectangular in shape and heavily wooded. The subject site is so heavily wooded that the cost of clearing an area sufficient for construction of a structure and a septic system would be above average. In addition to many very large hardwoods, there are many big, but not fully mature hardwoods, and heavy underbrush.



The picture to the left is as seen from the newly developed site next door, at 153 Country Club Lane. The next pictures are as seen from the street, with the subject being on the left side of the street.

The picture to the left is as seen from the newly developed site next door, at 153 Country Club Lane. The next pictures are as seen from the street, with the subject being on the left side of the street.

A 90' X 180' vacant residential lot abuts the southerly subject site property line, and a site similar in size to the subject abuts the northerly subject property line.



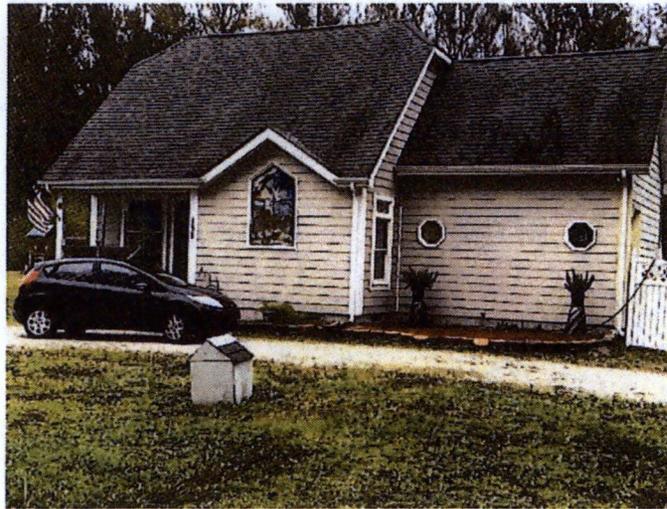
The site abutting the north subject property line was purchased in January 2018 for \$23,500, but the transaction included an existing septic system. A new approximately 1,000 square foot 3bdrm/2bth modular home has been constructed on the site. The property address is 153 Country Club Lane (see picture).



Abutting the rear of the subject, on its west side, is a 3,100 acre woodlands agricultural property owned and managed by

Weyerhaeuser Company.

Across the street, at 152 Country Club Lane, is another small 3bdrm/2bth house, built in 1999, situated on a .47 acre site. It was purchased in June of 2017 for \$132,000, or \$110.18/SF (see picture).

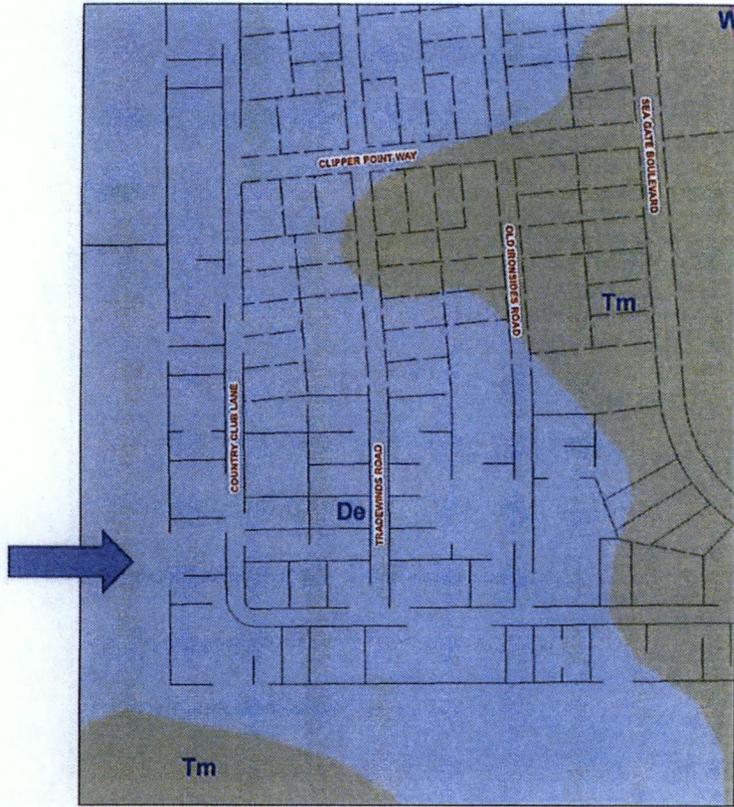


Subject Site



SUBJECT SITE SOIL CONDITIONS

The subject neighborhood, and the site in question, are impacted by poor soil conditions that drain poorly. The immediate area is comprised of two soil types primarily, as shown on the accompanying soil map: 1) the Deloss Series (De) of soils shaded in blue, and 2) the Tomotley TM Series of soils shaded in light green.



Deloss Series

The Deloss series consists of very poorly drained soils on low marine and stream terraces. These soils formed in moderately fine textured sediment. Slope is less than 2 percent.

Typical pedon of Deloss fine sandy loam; 2.6 miles southeast of Harlowe on North Carolina Highway 101, 1.4 miles southwest of the intersection of North Carolina Highway 101 and State Road 1160, and 20 feet south of State Road 1160:

Tomotley Series

The Tomotley series consists of poorly drained soils on stream and low marine terraces. These soils formed in moderately fine textured sediment. Slope is 0 to 2 percent.

Typical pedon of Tomotley fine sandy loam; 4 miles north of Beaufort to the junction of U.S. Highway 70 and State Road 1300, 2.8 miles north on State Road 1300, 150 feet west on a farm road, and 30 feet north of the road:

There are sites that support septic systems, and those that will not perk, within both soil type designations, so soil type alone is not a distinguishing factor insofar as lot value is concerned. Rather, it is the specific degree and concentration, and thickness of adverse composition that impacts a particular site.

The subject site was evaluated for the purpose of determining the suitability of the soil for a septic tank wastewater system in 1994. It was found unsuitable in October 1994 and denied. Amy Guthrie, REHS, Environmental Health Program Specialist with the Carteret County Environmental Health Division was interviewed and assisted in our research, investigation, and analysis of not only the subject site, but also other sites within the subject neighborhood that have sold. Ms. Guthrie indicated that while soil scientists and engineering techniques have become more sophisticated, and evaluation standards have changed, since the date of the original county testing, she reviewed the soil notes pertinent to the original analyses and indicated a likelihood of the same result if retested today (due to the specific nature of the soil characteristics at that time). She would recommend a property owner hire a private licensed soil scientist to determine if any other options exist to accomplish implementation of a septic system. A copy of the original denial is located in the Addenda.

SUBJECT SITE ELEVATION & FLOOD MAP STATUS

Tax Parcel Information:		Carteret County, N.C.	
Owner: COUNTY OF CARTERET Current PIN: 649001060491000 Site Address: 151 COUNTRY CLUB LN NEWPORT Mailing Address: 302 COURTHOUSE SQUARE BEAUFORT NC 28516 Legal Description: L30/L31 S-1 B-Y COUNTRY CLUB SEA GATE Prior PIN: 12003A0363 City Limits: Rescue District: MILL CREEK RESCUE Fire District: HARLOWE FIRE Tax District: 1012 Township: HARLOWE Use: COUNTY GOVERN Land Value: \$20,727 NBHD: 12005 Bldg Value: \$0 Bldg Htd Sq Ft: Other Value: \$0 Bldg Tot Sq Ft: 0 Total Value: \$20,727 Year Built: Sale Price: \$6,500 Noise Level: Deeded Acres: 0.743 AICUZ Zone: Plat Ref: 9 / 54 GIS Acres: 0.740 Deed Ref: 1503 / 339 Roll Type: E Bedrooms: Deed Date: 20150323 Bathrooms:			
<small>The information displayed by this website is prepared for the inventory of real property found within this jurisdiction and is compiled from recorded deeds, plans, and other public records and data. Users of this information are hereby notified that the aforementioned public primary information sources should be consulted for verification of the information contained on this site. Carteret County assumes no legal responsibility for the information contained on this site. Carteret County does not guarantee that the data and map services will be available to users without interruption or error. Furthermore, Carteret County may modify or remove map services and access methods at will.</small>			

Current FIRM Flood Map: Subject outside 100 year flood plain (blue area)

Tax Parcel Information:		Carteret County, N.C.	
Owner: COUNTY OF CARTERET Current PIN: 649001060491000 Site Address: 151 COUNTRY CLUB LN NEWPORT Mailing Address: 302 COURTHOUSE SQUARE BEAUFORT NC 28516 Legal Description: L30/L31 S-1 B-Y COUNTRY CLUB SEA GATE Prior PIN: 12003A0363 City Limits: Rescue District: MILL CREEK RESCUE Fire District: HARLOWE FIRE Tax District: 1012 Township: HARLOWE Use: COUNTY GOVERN Land Value: NBHD: 12005 Bldg Value: Bldg Htd Sq Ft: Other Value: Bldg Tot Sq Ft: 0 Total Value: Year Built: Sale Price: Noise Level: Deeded Acres: 0.743 AICUZ Zone: Plat Ref: 9 / 54 GIS Acres: 0.740 Deed Ref: 1503 / 339 Roll Type: E Bedrooms: Deed Date: 20150323 Bathrooms:			
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Proposed FIRM Flood Map: Subject within 100 year flood plain (blue area)

The tax office interviewed Gregg Hartman, Carteret County Planning Department with respect to building permit requirements vis-à-vis FEMA flood map status. The subject site is currently situated in an area that is being reclassified. The subject site currently has topographical elevations ranging from about 7.5' to just over 8'. The new standards, if adopted as proposed for implementation in 2020, will reclassify any site in this area as being within the 100 year flood plain if it has elevations less than 9' above sea level.

Mr. Hartman stated, "Currently the property is located in both Zone Unshaded X and Shaded X as defined on FEMA's Flood Insurance Rate Map. Unshaded X and Shaded X are located outside of the Special Flood Hazard Area as defined on the FEMA FIRMs. The Special Flood Hazard Area is the land area covered by floodwaters during the base flood where there is a 1% annual chance of flood heights reaching the base flood elevation during the base flood aka the 100-year flood".

He further indicated, "When the preliminary FIRMs go effective (sometime in mid-2020 we do not know a specific date yet) the property will be re-mapped wholly into the Special Flood Hazard Area flood zone AE with a base flood elevation of 9. The 9 denotes feet above sea level. Any single-family dwelling constructed on this parcel after the preliminary maps become effective would need to have its first floor, and all ductwork and utilities elevated to at least 9.0 feet above sea level".

If implemented as proposed, this would be a further diminishing influence on the value of the subject site, because it will be more costly to develop.

Residential Lot Sales in Sea Gate Subdivision

Tax Parcel #	Street Address	Lot Size	Sale Date	Price	Comments
6490.01.06.0491000	151 Country Club Ln	.743 ac	03/23/15	\$6,500	Subject site denied 1994
6490.01.16.2029000	121 Country Club Ln	.371 ac	02/18/15	\$6,000	denied in 1991
6490.01.07.4375000	123 Tradewinds Rd	.459 ac	10/13/15	\$5,000	couldn't find any evidence of testing
6490.01.19.0218000	331 Country Club Ln	.371 ac	10/28/16	\$3,500	MLS 11 days -denied 2001
6490.01.27.3081000	621 Sea Gate Blvd	.330 ac	10/19/16	\$17,500	denied 2001, 2002, 2017
6490.01.07.0896000	207 Country Club Ln	.371 ac	06/10/16	\$3,000	denied in 1993,1995,1996
6490.01.17.3956000	207 Sea Gate Blvd	.459 ac	02/12/16	\$13,000	couldn't find any evidence of testing
6490.01.06.3442000	150 Country Club Ln	.470 ac	05/25/16	\$4,000	couldn't find any evidence of testing
6490.01.06.5453000	105 Tradewinds Rd	.459 ac	06/29/16	\$1,500	couldn't find any evidence of testing
6490.01.07.7145000	120 Tradewinds Rd	.459 ac	06/29/16	\$1,500	denied 1997
6490.01.28.2029000	697 Sea Gate Blvd	.371 ac	08/19/15	\$6,000	denied 1987, 2004
6490.01.06.5763000	111 Tradewinds Rd	.459 ac	06/29/16	\$4,000	for sale \$5,000 - denied 1988, 1998
6490.01.08.3006000	212 Country Club Lane	.353 ac	04/27/17	\$2,500	Does not perk - sold to adjac owner
6491.03.21.2672000	956 Sea Gate Blvd	.350 ac	07/26/17	\$145,000	on water- has 3bdrm septic system installed
6490.01.16.0322000	126 Country Club Ln	.461 ac	04/03/17	\$2,500	denied in 1987 and 1990
6490.01.16.4677000	121 Sea Gate Blvd	1.30 ac	06/02/18	\$44,500	2 lots, one with new 3 bdrm septic system
6491.03.23.0488000	1098 Sea Gate Blvd	.730 ac	04/19/18	\$155,000	deep water - 3 bdrm septic system installed
6490.01.06.0588000	153 Country Club Ln	.743 ac	01/22/18	\$23,500	double lot - existing septic system
6490.01.07.7786000	206 Clipper Point Way	.433 ac	10/01/19	\$4,000	permit 1998 (monitor well date) now expired
6490.01.08.0184000	213 Country Club Ln	.371 ac	07/09/19	\$18,000	Habitat UC - 3 bdrm septic system installed
6490.01.09.8247000	327 Country Club Ln	.371 ac	06/07/19	\$25,000	no info but surrounded by houses
6490.01.17.4208000	133 Sea Gate Blvd	.459 ac	11/06/19	\$55,000	house UC - septic sys installed-good view
6490.01.07.3901000	210 Country Club Ln	.754 ac	10/31/19	\$60,000	double lot - existing septic system in place
6490.01.08.2187000	212-216 Country Club Ln	1.134 ac	05/01/19	\$50,000	house UC - 3 bdrm septic syst installed

DISCUSSION OF SUBJECT LOT VALUE

As can be seen from the preceding chart of lot sales within the Sea Gate neighborhood, the range of value is broad. Waterfront lots with septic systems have the highest values. Large, interior lots with existing septic systems have the next highest values. Lots that have been denied septic system permits have the lowest values.

The “denied” lots range in sales prices - most prevalently – from \$1,500 to \$6,500, but the majority are \$1,500 to \$4,000. Their value is typically associated with extra lot area to an adjacent owner, but they could have value if an abutting lot, or nearby area, could provide access to the necessary requirements to accommodate a septic system. Four sales of these lots range from \$1,500 to \$2,500. A current for sale by owner has been available for a significant duration at \$4,000 on Tradewinds Road.

SUPPLY OF LOTS: There are an abundance of lots available in Sea Gate as the development, started in 1972 has experienced HOA problems at times, due to the remote location of the development and due to soil conditions neighborhood-wide.

DEMAND FOR LOTS: Demand for lots is low due to the aforementioned reasons, although several new houses, including a Habitat for Humanity House are currently under construction.

MARKETABILITY: Marketability for the subject would be expected to be difficult because of past “denied” status, costs of clearing, the prospect of being reclassified as falling within the 100 year flood zone, and the specific location of the lot within the subdivision (farthest from marina and from more highly developed sections of the neighborhood). There is some possibility, although not highly probable, that modern scientific engineering techniques might possibly find a creative solution to the septic/soil condition problem, but that would require an investment to find a solution.

CONCLUSION: The value of the subject as-is, as of this date, is likely at the lower end of the range discussed. Because it is abutted to the west by a woodlands operation, there is one less adjacent property owner that may have an interest.

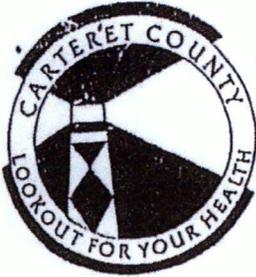
ADDENDA

PID E 6490.01.06.0491000 COUNTY OF CARTERET 2020 20,727 MKT CARD 001
 20,727 PY Val USE 20,727 LAND 001
 LISTER 11/04/2015 VWD 302 COURTHOUSE SQUARE DEF BLDG 000
 TWP HARLOWE CITY BEAUFORT NC 28516 .743 ACRES XFOB 000
 LOT BLK FIRE HARLOWE FIRE RESCUE MILL CREEK RESCUE OTHER
 NBHD 12000500 USE 002100 COUNTY GOVERN PL BK/PG 9 54 PLAT ADDRESS 0000151 COUNTRY CLUB LN NEWPORT 28570
 LEGAL: L30/L31 S-1 B-Y COUNTRY CLUB SEA GATE DEED 1503 339 AICUZ PRINTED 11/22/2019 BY PHARRISO

SALES				BUILDING PERMITS												
IN	Q	RC	M	V	Sale Date	Sale Price	Number	Type	Description	Issued	Schd	Complt	Revisit	Act	Complt	Amount
WD	V	0I	I		3/23/2015	6,500										

LAND

Seq	Zone	Code	Use	Description	UTPrice	Adj1	Adj2	Adj3	Adj4	Fadj	Dadj	Nbhd	Adj	Eff	Rate	Value
1	180	120501	60	RESIDENTIAL LOT	135.000	1.00	1.00	1.00	1.00	.79	1.08	1.000		115.150		20,727



CARTERET COUNTY HEALTH CENTER

Courthouse Square, Beaufort, NC 28516

Robert M. (Mike) Hanes, Director

04 October 1994

Mr. William W. Moffitt
c/o Ms. Portia Blair
Putnam Real Estate
P. O. Box 955
Morehead City, NC 28557

Subject: Lot 30 & 31, Block Y, Section I, Sea Gate (Tax #12-3A-3-63)

Dear Mr. Moffitt:

An evaluation was made on 09/30/94 of the above lot for the purpose of determining the suitability of the soil for a septic tank wastewater system.

The evaluation was made according to the Laws and Rules for Sewage Treatment and Disposal Systems, Section .1900 of the North Carolina Administrative Code.

The lot has been classified as unsuitable due to soil wetness condition (Rule .1942), less than 12" (soil wetness condition indicates that a modified or alternative system cannot be installed in accordance with Rules .1956 or .1957), poor drainage (Group III and/or IV Soils which do not respond to drainage) and massive soil structure (Rule .1941).

You have the right to an informal review of this decision by the environmental health supervisor of this health department and also by the regional staff of the Department of Environment, Health, and Natural Resources. You may contact the health department to arrange for this further review.

You may also wish to obtain the services of a private consultant to collect site-specific data and submit such data and a system design to the health department for technical review. A written documentation, including engineering, hydrogeologic, geologic, or

Page 2
Mr. William W. Moffitt
October 04, 1994

soil studies indicates to the local health department and State Division of Environmental Health that a proposed septic tank system or a proposed alternative system can reasonably be expected to function satisfactorily.

The substantiating data from these studies must meet Rule .1948 (d) and indicate that:

- (1) a ground absorption system can be installed so that the effluent will be non-pathogenic, non-infectious, non-toxic, and non-hazardous;
- (2) the effluent will not contaminate groundwater or surface water; and
- (3) the effluent will not be exposed on the ground surface or be discharged to surface waters where it could come in contact with people, animals, or vectors.

An option would be to pump the sewage off-site to an approved location if one is available.

You may choose to install water monitoring test wells to determine the actual soil wetness condition during the 1995 wet season (January through mid-April). If you choose to install test wells you will need to contact this office as soon as possible to make application. All wells should be installed by December 01, 1994.

You have the right to a formal appeal of this decision if you file a petition for a contested case hearing with the Office of Administrative Hearings, P. O. Box 27447, Raleigh, NC 27611-7447. A copy of the the petition form will be provided to you upon request. The petition must be received by the Office of Administrative Hearings within thirty (30) days after the date of this notice which is 10/04/94.

Page 3
Mr. William W. Moffitt
October 04, 1994

If you file a petition for a hearing you must send a copy of the petition to Richard B. Whisnant, Office of General Counsel, P. O. Box 27687, Raleigh, NC 27611-7687.

Please contact this office if you have any further questions or if we may be of assistance at 728-8499.

Sincerely,

Christine M Nitt RA

Christine M. Nitt, R.S.
Environmental Health Specialist
On-Site Sewage Program

CN/cw

CARTERET COUNTY
Board of Commissioners



Agenda Item
XII.

Meeting Date:
19-Oct-20

Presenter:
Tommy Burns

ITEM TO BE CONSIDERED

Title: Accept/Reject Bid to Purchase County-Owned Land at 136 Dolphin Way, Beaufort

Brief Summary:

Mr. Burns will provide information on an offer to purchase County-owned land at 136 Dolphin Way, Beaufort. Commissioners can accept/reject the offer

If the Board of Commissioners approves of the agenda item as presented, the following motion(s) is (are) suggested:

MOTION: A motion to accept or reject the bid will be required

BACKGROUND

Originating Department

Tax Department

Attachments:

- 1 Memo from County Manager
- 2 Bid Offer
- 3 Deed/Tax Record
- 4 Tax Department Market Analysis
- 5

Staff Contact:

Tommy Burns, County Manager

REVIEWED BY

County Manager _____
Clerk to the Board _____

County Attorney _____
ACM/Finance Director _____

Board of Commissioners
Bill Smith, Chair
Robin Comer, Vice Chair
Bob Cavanaugh
Chris Chadwick
Jimmy Farrington
Mark Mansfield
Ed Wheatly



County Manager
Tommy R. Burns

Clerk to the Board
Rachel B. Hammer

MEMORANDUM

TO: Board of Commissioners

FROM: Tommy Burns, County Manager

SUBJECT: Offer to Purchase County-Owned Property

DATE: October 19, 2020

An offer of \$1,000 has been submitted by Jessica Doty for the purchase of certain property owned by Carteret County, more particularly described as follows: Tax Parcel #6490 0452 0032 000, 136 Dolphin Way, Sea Gate Subdivision, Beaufort.

The County purchased the property as a result of a tax foreclosure in July of 1999 for \$2,288. The current tax value of the property is \$23,443.

Commissioners may accept or reject the current offer.

September 21, 2020

Carteret County
302 Courthouse Square
Beaufort, NC 28516
Attention: Carl Tillman

Dear Mr Tillman,

If this lot is still available to bid on (2*B*049 (undeveloped) ¹³⁶~~138~~ Dolphin Way
then I would like to bid 1,000\$

If it is not still available then please disregard and thank you for your time. I found this
posted under Seagate's website.

Thank you,
Jessica Doty
105 Plantation Circle
Beaufort, NC 28516
Jdoty6@yahoo.com
252-732-4414

Plat 11-20 (1973)

360-232

359-004

Excise Tax: -0-

Parcel No.: 649004520032

This instrument drafted by:
After recording mail to :

BEVIN W. WALL, ATTORNEY
P.O. Drawer 310
Newport, NC 28570

Brief description for the Index: L. 49, B.B., Sea Gate.

STATE OF NORTH CAROLINA
COUNTY OF CARTERET

Melanie Arthur 2P
Carteret County Register of Deeds
CS Date 07/20/1999 Time 15:07:00
GR 862072 Page 1 of 2

COMMISSIONER'S DEED
TAX FORECLOSURE

THIS DEED made this 20 day of July, 1999 by and between BEVIN W. WALL, COMMISSIONER pursuant to an Judgment of the Court in that certain proceeding entitled Carteret County v. Mac Douglas, etal., File No. 96-CVD-284, Carteret County Clerk of Superior Court (Grantor); to CARTERET COUNTY, a body politic, (Grantee) having a mailing address of: Courthouse Square, Beaufort, North Carolina 28516;

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

W I T N E S S E T H :

THAT WHEREAS, the said Bevin W. Wall, Commissioner, being empowered and directed by an Judgment in the said action, did, on the 29th day of October, 1996, after due advertisement according to law, and as directed by said Judgment, expose the land hereinafter described to public sale, at the door of the Carteret County Courthouse, where and when the said Grantee became the last and highest bidder for said lands in the sum of \$2,288.00; and whereas, more than ten (10) days elapsed after said sale and the report thereof to the Court without any advanced or upset bid being offered and without any exceptions being filed, and the sale was then confirmed, and the said Bevin W. Wall, Commissioner, as aforesaid, was ordered by said Judgment and subsequent Order and Confirmation to execute a deed in fee simple to said Purchaser, the Grantee herein, upon payment of said purchase money; and whereas, said purchase money has been paid in full;

NOW, in consideration of the premises, the said Bevin W.

Carteret Co v. Douglas, etal.
RE: Parcel No. 649004520032

BOOK 862 PAGE 72

(2)

Sea Gate, Inc
A/B/C
559403

Wall, Commissioner, as aforesaid, does hereby grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situated in Carteret County, North Carolina and more particularly described as follows:

a. Parcel No. 649004520032:

Lying and being situate in Beaufort Township, Carteret County, North Carolina and being more particularly described as follows:

BEING ALL of Lot 49, Block "B", Section II, in the SEA GATE SUBDIVISION as the same is recorded at Map Book 11, Page 20, Carteret County Registry.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

IN WITNESS WHEREOF, the said Bevin W. Wall, Commissioner, has hereunto set his hand and seal the day and year first above written.

BEVIN W. WALL (SEAL)
COMMISSIONER

STATE OF NORTH CAROLINA
COUNTY OF CARTERET

NOTARY ACKNOWLEDGMENT FOR INDIVIDUALS

I, Greta D. Wicks, a Notary Public of the County and State aforesaid, certify that BEVIN W. WALL, COMMISSIONER, Grantor, personally appeared before me this day and acknowledged the execution of the foregoing instrument in his capacity as Commissioner.

Witness my hand and official stamp or seal, this the 20 day of July, 1999.

(Notarial Seal)

Greta D. Wicks
Notary Public
My Commission Expires: 8-11-2003
Carteret County, North Carolina
RECAR 649004520032

NORTH CAROLINA, CARTERET COUNTY
The foregoing certificate(s) of Notary Public(s) is/are certified to be correct. This instrument and this certificate are duly registered at the date and time and in the Book and Page shown on the first page hereof.

MeJanie Arthur, Register of Deeds
By William J. Smith
Deputy, Register of Deeds

BOOK 862 PAGE 72

Carteret County

Property Data

Parcel Number: 649004520032000

Inquiry Date: 9/29/2020

DISCLAIMER: For confirmation of the number of buildings on each parcel, please contact the Carteret County Tax Office.

Property Info

PARCEL NUMBER: 649004520032000
OWNER: COUNTY OF CARTERET
PHYSICAL ADDRESS 138 DOLPHIN WAY DR
BEAUFORT
MAILING ADDRESS: 302 COURTHOUSE SQUARE
SUITE 200
BEAUFORT NC 28516
LEGAL DESCRIPTION: LOT 49 S2 BB SEA GATE
DEED REF: -
PLAT REFERENCE: -
NEIGHBORHOOD: 110025
SALE DATE:
SALE PRICE: \$0
ACREAGE: 0.367
LAND VALUE: \$23,443
EXTRA FEATURE VALUE: \$0

Building Info

BATHS:
BEDROOMS:
CONDITION:
EXTERIOR WALLS:
FLOOR FINISH:
FOUNDATION:
HEAT:
ROOF COVER:
ROOF STRUCTURE:
SQUARE FOOTAGE:
YEAR BUILT:
BUILDING VALUE: \$0
PARCEL VALUE: \$23,443

Sketches

Photos

Market Analysis

136 Dolphin Way: Lot 49, Block BB, Section II, Sea Gate



Prepared by: Carteret County Tax Department
October 2, 2020

EXECUTIVE SUMMARY

Location:	Sea Gate Section II, ES Core Creek; Beaufort, NC
Legal:	Lot 49, S2, BB, Sea Gate
Address:	136 Dolphin Way *
Primary Value Influence:	Most lots in Section II are not developable, as soil conditions will not support septic systems.
Subject Assessment:	\$10,256 (assuming site is developable).
Subject Septic Status:	Unknown
Subject Likely Status:	Given that only 5 structures have been built in over 20 years and that it is known that most will not perk, the subject likely will not either.
Supply & Demand:	Demand is very low because neither buyers nor sellers are willing to take the risk to pay for soil testing, the number of undevelopable lots means a traditional neighborhood is impossible, and the area is somewhat remote.
Sales Price Range:	\$240 - \$40,000

Value Analyses Conclusion

The highest price is associated with a lot that has been developed. The lot was not listed on MLS and it is not known whether the transfer included a developed septic system, which would be suggested by the high price. The most recent sale was for \$1,000 and the County has not performed any testing on it. Two 2019 sales occurred for \$4,000/lot to \$10,000/lot, but the higher priced lot was low lying and located behind the recent purchase of a waterway-fronting house for \$630,500. We were told it was “a creek”, but there is evidence that fill dirt has been put on site, likely to mitigate flooding. The \$4,000/lots are adjacent to this, behind the aforementioned house seemingly part of the effort to cure flooding, hence not arm’s length transactions. The remaining sales range from \$250 to \$5,000/lot, with 2 of 3 ranging \$250 to \$1,000. Given how fractured this area is as a “market”, the Tax Department recommends the County accept the offer as the best indication of value.

*** Discovered incorrect street addresses on SS Dolphin Way in this Block. This is being corrected. The subject is 136, not 138, Dolphin Way. Subject is Lot 49.**

- ★ SEPTIC DENIAL LOTS PER ENVIRONMENTAL HEALTH TESTING
- ★ SEPTIC DENIAL LOTS PER PRIVATE SOIL TESTING

6.65A



Residential Lot Sales in Sea Gate Subdivision

Tax Parcel #	Street Address	Lot Size	Date	Price	Comments
6490.01.19.0218000	331 Country Club Ln	.371 ac	10/28/16	\$3,500	MLS 11 days -denied 2001
6490.01.27.3081000	621 Sea Gate Blvd	.330 ac	10/19/16	\$17,500	denied 2001, 2002, 2017
6490.01.07.0896000	207 Country Club Ln	.371 ac	06/10/16	\$3,000	denied in 1993,1995,1996
6490.01.06.3442000	150 Country Club Ln	.470 ac	05/25/16	\$4,000	couldn't find any evidence of testing
6490.01.06.5453000	105 Tradewinds Rd	.459 ac	06/29/16	\$1,500	couldn't find any evidence of testing
6490.01.07.7145000	120 Tradewinds Rd	.459 ac	06/29/16	\$1,500	denied 1997
6490.01.08.3006000	212 Country Club Ln	.353 ac	04/27/17	\$2,500	Does not perk - sold to adjac owner
6491.03.21.2672000	956 Sea Gate Blvd	.350 ac	07/26/17	\$145,000	on water- has 3bdrm septic system installed
6490.01.16.0322000	126 Country Club Ln	.461 ac	04/03/17	\$2,500	denied in 1987 and 1990
6490.01.16.4677000	121 Sea Gate Blvd	1.30 ac	06/02/18	\$44,500	2 lots, one with new 3 bdrm septic system
6491.03.23.0488000	1098 Sea Gate Blvd	.730 ac	04/19/18	\$155,000	deep water - 3 bdrm septic system installed
6490.01.06.0588000	153 Country Club Ln	.743 ac	01/22/18	\$23,500	double lot - existing septic system
6490.01.07.7786000	206 Clipper Point Way	.433 ac	10/01/19	\$4,000	permit 1998 (monitor well date) now expired
6490.01.08.0184000	213 Country Club Ln	.371 ac	07/09/19	\$18,000	Habitat UC - 3 bdrm septic system installed
6490.01.09.8247000	327 Country Club Ln	.371 ac	06/07/19	\$25,000	no info but surrounded by houses
6490.01.17.4208000	133 Sea Gate Blvd	.459 ac	11/06/19	\$55,000	house UC - septic sys installed-good view
6490.01.07.3901000	210 Country Club Ln	.754 ac	10/31/19	\$60,000	double lot - existing septic system in place
6490.01.08.2187000	212-216 Country Club	1.134 ac	05/01/19	\$50,000	house UC - 3 bdrm septic syst installed

Lot Sales in Section 2 of Sea Gate Subdivision

6490.03.41.2911000	116 Dolphin Way	.382 ac	10/15/12	\$5,000	CCEH has no record of testing
6490.03.30.6939000	113 Heron Court	.783 ac	12/13/16	\$7,500	unknown
6490.03.41.3986000	122 Dolphin Way	.367 ac	04/03/17	\$250	unknown
Multiple parcels	4 lots Core Crk/Dolpin	.37-.38 ac	12/05/19	\$3,000/lot	unknown
6490.03.42.3280000	125 Dolphin Way	.367 ac	3/12/2019	\$40,000	cleared; house blt 2019; not on MLS
6490.03.41.0698000	267 Old Stanton Rd	.382 ac	12/16/19	\$5,000	denied 2012
6490.03.31.5682000	105 Core Creek Dr	.369 ac	06/20/19	\$10,000	bought adj lot after \$630,000 house purchase
Multiple parcels	2 lots Dolphin Way	.42-.47 ac	12/05/19	\$4,000/lot	bought adj lot after \$630,000 house purchase
6490.03.41.5719000	121 Core Creek Dr	.378 ac	08/25/20	\$1,000	CCEH has no record of testing



Sea Gate Subdivision Entrance – Section I



Section II Sea Gate Subdivision

There are five sections of the Sea Gate subdivision. The subject is located in Section II, which is accessed off Highway 101, from Core Creek Drive, on the east side of the Intracoastal Waterway. The development pattern in Sea Gate I & II reflects an imbalance of supply and demand with regard to availability of undeveloped off-intracoastal-waterway-fronting lots. The area is somewhat remote, has drainage problems and many lots cannot be developed because soil conditions will not support septic systems.



There are nearly 200 lots in Section I, accessed off Highway 101 on the west side, with approximately one-third developed. A large percentage of the undeveloped lots have poor soil conditions and drain poorly; most of these lots will not “perk” and cannot

support a septic system. Houses range from above average construction to below average construction, with the overwhelming majority at the average to slightly below average class. The exception, on both sides of the Waterway, are waterway-fronting homes, which are generally good to excellent quality construction.

Section II – where the subject property is located – has about 130 lots, but only five lots have been developed with houses over the past 20 years. The Tax Department contacted Amy H. Guthrie, R.E.H.S., Environmental Health Program Specialist, Carteret County Environmental Health Division regarding sites that have been tested and septic permits denied. An exhibit on the facing page shows sites denied by County testing (designated with a red star) and also sites that have been adjusted over the years by the Tax Department when taxpayers have presented private engineering studies showing sites incapable of supporting septic systems (blue stars).

The balance of the lots are owned by individuals primarily from out of state. It is impossible to tell with certainty how many lots perk (and don't), or how many of the undesignated lots have been tested by private companies and found inadequate. Presumably some have without our knowledge of the results, but based on the large

number of inadequate sites, it is likely that most of the balance will not perk. Also, it appears that this area has soil conditions even worse than those in Section I. To our knowledge, the subject has not been tested.

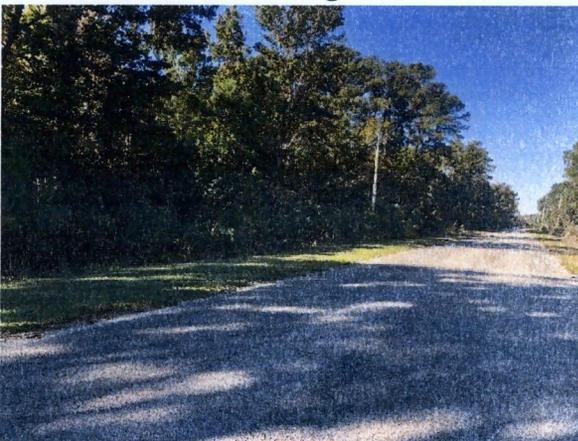
These circumstances create a situation wherein there truly is no discernible market. For one, unless some cure is developed, most of the lots will never be developed and so a typical “neighborhood” will never evolve. So far, that is what exists today. Rather, disjointed, dysfunctional real estate transactions take place involving an incredibly broad diversion of motivations between both buyers and sellers, many of whom have held these lots for many, many years and witnessed a “neighborhood” with virtually no growth. Many have paid prices only to subsequently learn the lot is not buildable.

These comments are evidenced in the fact that lot sales have ranged from \$250 to \$40,000.

The subject area is somewhat remote, being located over 10 miles north of Beaufort and 15 miles east of Havelock/Cherry Point, in the north-central part of Carteret County. The land use pattern in the surrounding area is mostly woodlands. The Neuse River, feeding off Pamlico Sound, is located about 10 miles north of the subject via Adams Creek (upon which the subject neighborhood fronts), and the Newport River, providing access to the Atlantic Ocean, is a similar distance south via Core Creek. This waterway is called the “Core Creek International Waterway Adams Creek Channel”.

SUBJECT PROPERTY

The property being considered is a residential lot, zoned R-15. The tax office also interviewed Ethan Brogden, CZO, Carteret County Planning and Development. R-15

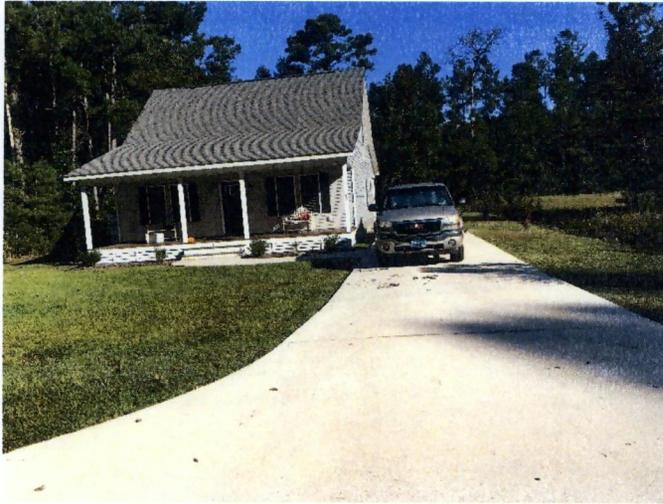


zoning permits a variety of residentially-oriented uses, and compatible ancillary uses harmonious with residential neighborhoods, but is principally intended for residential development requiring 15,000 square foot lots.

The site fronts south side of Dolphin Way 80', approximately midway between Old Stanton Road to the west and East Dolphin

Way to the east. The site is 200' deep, thereby comprising about 15,682 square feet (.36 acres). It is rectangular in shape and densely wooded.

The subject site is so heavily wooded that the cost of clearing an area sufficient for construction of a structure and a septic system would be above average. In addition to



the many very large hardwoods, there are many big, but not fully mature hardwoods, and heavy underbrush.

In order to determine whether the subject site will perk, a survey that will cost \$800 (due to the trees and underbrush on the subject), a testing fee of \$300 to the Environmental Health Department, and bush-hogging and/or thinning of vegetation (required by Environmental Health) will be

required. The total cost could amount to about \$1,500 or more – which is more than some “non-perkable” lots have sold for.



Ms. Guthrie indicated that while soil scientists and engineering techniques have become more sophisticated, and evaluation standards have changed, since the date of the original county testing, she reviewed the soil notes pertinent to the original analyses and indicated a likelihood of the same result if retested today (due to the specific nature of the soil characteristics at that time). She would recommend a property owner hire a

private licensed soil scientist to determine if any other options exist to accomplish implementation of a septic system.

Tax Parcel Information:

Carteret County, N.C.



Owner: COUNTY OF CARTERET
Current PIN: 649004520032000

Site Address:
138 DOLPHIN WAY
BEAUFORT

Mailing Address:
302 COURTHOUSE SQUARE
BEAUFORT NC 28516

Legal Description:
LOT 49 S2 BB SEA GATE

Prior PIN: 11005B0266

City Limits:

Rescue District: BEAUFORT RESCUE

Fire District: NORTH RIVER FIRE

Tax District: 1011

Township: BEAUFORT

Use: COUNTY GOVERN

Land Value: \$23,443

Bldg Value: \$0

Other Value: \$0

Total Value: \$23,443

Sale Price: \$0

Deeded Acres: 0.367

Plat Ref: /

Deed Ref: 862 / 72

Bedrooms:

NBHD: 110025

Bldg Htd Sq Ft:

Bldg Tot Sq Ft: 0

Year Built:

Noise Level:

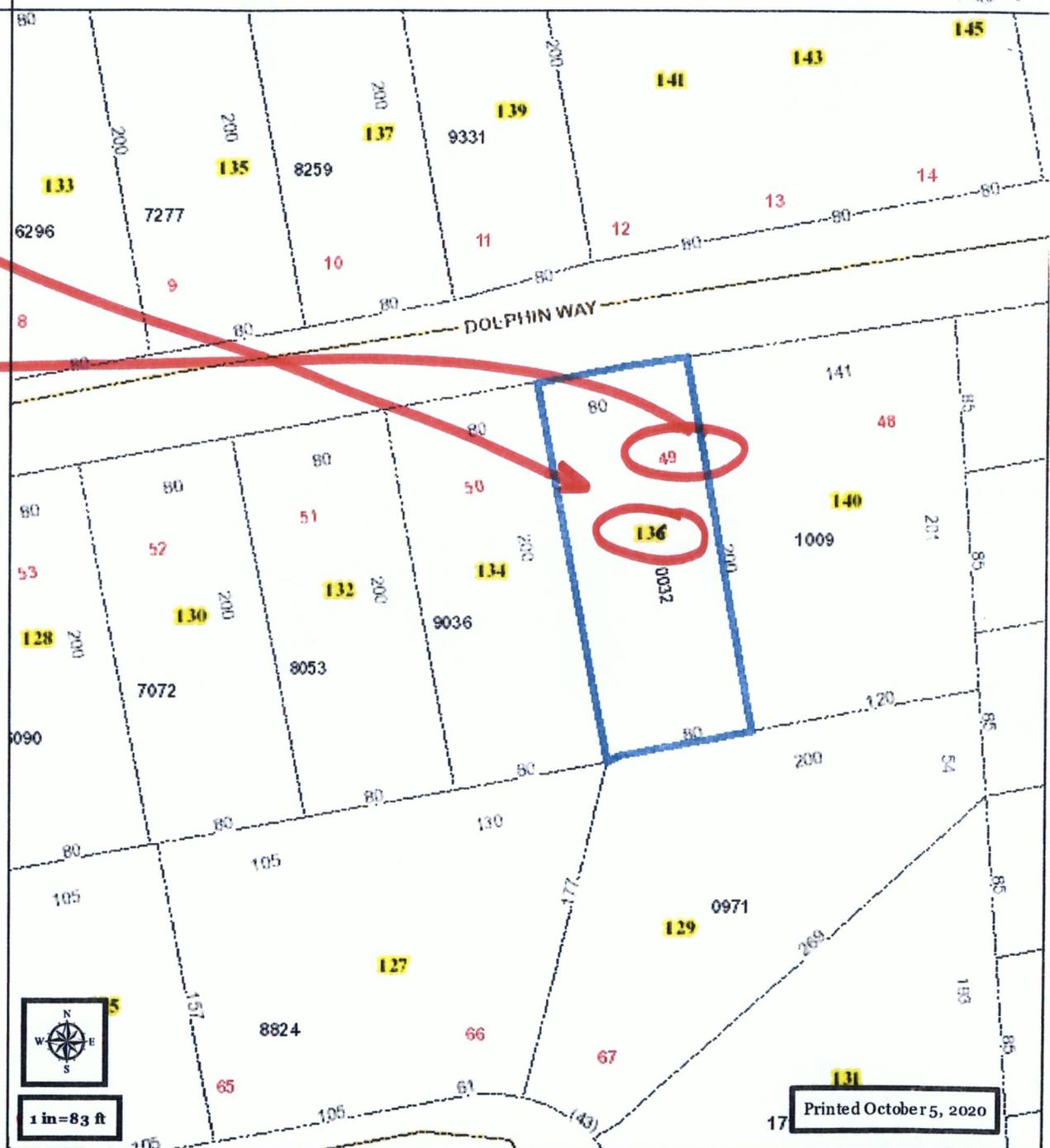
AICUZ Zone:

GIS Acres: 0.360

Roll Type: E

Deed Date: 0

Bathrooms:



The information displayed by this website is prepared for the inventory of real property found within this jurisdiction and is compiled from recorded deeds, plats, and other public records and data. Users of this information are hereby notified that the aforementioned public primary information sources should be consulted for verification of the information contained on this site. Carteret County assumes no legal responsibility for the information contained on this site. Carteret County does not guarantee that the data and map services will be available to users without interruption or error. Furthermore, Carteret County may modify or remove map services and access methods at will.

RT 110025.064.000 COUNTY OF CARTERET 2020 10,256 MKT CARD 001
 PID E 6490.04.52.0032000 23,443 PY Val USE 10,256 LAND 001
 LISTER 2/16/2000 JF 302 COURTHOUSE SQUARE DEF BLDG 000
 TWP BEAUFORT CITY BEAUFORT NC 28516 .367 ACRES XFOB 000
 LOT BLK FIRE NORTH RIVER FIRE RESCUE BEAUFORT RESCUE OTHER
 NBHD 11002500 USE 002100 COUNTY GOVERN DEED 862 072 AICUZ ADDRESS 0000138 DOLPHIN WAY BEAUFORT 28516
 LEGAL: LOT 49 S2 BB SEA GATE PRINTED 10/05/2020 BY PHARRISO

136

LAND

Seq	Zone	Code	Use	Description	UTPrice	Adj1	Adj2	Adj3	Adj4	Fadj	Dadj	Nbhd Adj	Eff Rate	Value
1	80	112501	60	RESIDENTIAL LOT 80.000 FF	105.000	1.00	1.00	1.00	1.00	1.10	1.11	1.000	128.200	10,256

1

CARTERET COUNTY
Board of Commissioners



Agenda Item
XIII.

Meeting Date:
19-Oct-20

Presenter:
Tommy Burns

ITEM TO BE CONSIDERED

Title: Manager's Report

Brief Summary:

Mr. Burns will provide a manager's report.

If the Board of Commissioners approves of the agenda item as presented, the following motion(s) is (are) suggested:

N/A

BACKGROUND

Originating Department
County Manager's Office

Attachments:
1 N/A
2 _____
3 _____
4 _____
5 _____

Staff Contact:
Tommy Burns

REVIEWED BY

County Manager _____
Clerk to the Board _____

County Attorney _____
ACM/Finance Director _____

Board of Commissioners

Bill Smith, Chair
Robin Comer, Vice-Chair
Bob Cavanaugh
Chris Chadwick
Jimmy Farrington
Mark Mansfield
Ed Wheatly



County Manager
Tommy R. Burns

Clerk to the Board
Rachel B. Hammer

TO: Board of Commissioners
FROM: Rachel Hammer
SUBJECT: Appointments
DATE: October 19, 2020

The following appointments are noted for discussion at the October 19, 2020 meeting:

Aging Planning Board

- *Three-year unexpired "at-large aging interest/expertise" term of Louise Yurko who recently resigned, expires June 30, 2021*
 - ✓ *Marilyn Whitley; application and letter of recommendation attached*

Consolidated Human Services Board

- *Four-year pharmacist term of Richard Gray expired October 17, 2020; updated application attached*
 - ✓ *No other active applications*
- *Vacant four-year "social worker" term; application of Jodi Lewis attached along with a recommendation from Carol Wray, Chair*

Zoning Board of Adjustment

- *Three-year vacant term*
- *Three-year vacant "alternate" term*
 - ✓ *Application of Brian Watson attached*
 - ✓ *Application of Anthony Futral attached*

Aging Planning Board

- *Three-year unexpired "at-large aging interest/expertise" term of Louise Yurko who recently resigned, expires June 30, 2021*
- ✓ *Marilyn Whitley; application and letter of recommendation attached*

DEPARTMENT OF AGING SERVICES

Kisha Williams
Director, Aging Services



Tel: (252) 247-2626
Fax: (252) 247-1045
Lakisha.Williams@carteretcountygov.org
www.carteretcountygov.org

MEMORANDUM

TO: Carteret County Board of Commissioners
FROM: Kisha Williams, Lead Agency on Aging Representative
DATE: October 7, 2020
SUBJECT: Recommendation to Fill Aging Planning Board Vacancy

As Aging Services Director, I would like to formally recommend Marilyn Whitley to fill a member at-large vacancy. Marilyn is a trusted professional whose expertise includes being a Patient Advocate. Patient Advocates focus on guiding patients through the world of healthcare. I believe adding Mrs. Whitley to Carteret County's Aging Planning Board would prove to be beneficial to older adults.

Thank you for your consideration.

Please let me know if you have any questions and thank you for your assistance.

Received 09-29-20
Expires 03-29-22

Rachel Hammer

From: noreply@civicplus.com
Sent: Tuesday, September 29, 2020 1:53 PM
To: Ray Hall; Rachel Hammer
Subject: Online Form Submittal: Boards & Commissions Appointment Application

CAUTION: This email originated from outside of the organization. Do NOT click links or open attachments unless you recognize the sender and know the content is safe.

Boards & Commissions Appointment Application

First Name	Marilyn
Last Name	Whitley
Address	129 Guthrie Dr
City	Newport
State	NC
Zip	28570
Home Number	252 808 5355
Cell Number	<i>Field not completed.</i>
Fax Number	<i>Field not completed.</i>
Work Number	252 269 7073
E-Mail Address	mwhitley@whitleyptadvocates.com
Committees of Interest	Aging Planning Board
Committees of Interest (Second Choice)	<i>Field not completed.</i>
Experience	Currently, I am working closely with seniors in the area as a patient advocate. I also work with seniors nationally as well as advocate for them. I am an RN, a Healthcare Executive, and a consultant with over 25 years of experience in healthcare. You can see my profile on LinkedIn as well as our website. www.whitleyptadvocates.com
Occupation	Patient Advocate

Employer Whitley Patient Advocates

Are you currently serving or have you ever served on a public board or commission? No

If so, please list below: *Field not completed.*

Please explain any anticipated conflict of interest or scheduling difficulties you may have, if appointed: None that I am aware of.

Number of Years Living in Carteret County: 8.5 in total

Are you a registered voter in Carteret County? Yes

Applicants may attach a resume' or additional information about your interests for the Board of Commissioners to consider. Also, note that this document is considered a public document.) *Field not completed.*

Email not displaying correctly? [View it in your browser.](#)

Consolidated Human Services Board

- *Four-year pharmacist term of Richard Gray expired October 17, 2020; updated application attached*
 - ✓ No other active applications
- *Vacant four-year "social worker" term; application of Jodi Lewis attached along with a recommendation from Carol Wray, Chair*

Received 10.05.20
Expires 04.05.22

Rachel Hammer

From: noreply@civicplus.com
Sent: Monday, October 5, 2020 10:44 AM
To: Ray Hall; Rachel Hammer
Subject: Online Form Submittal: Boards & Commissions Appointment Application

CAUTION: This email originated from outside of the organization. Do NOT click links or open attachments unless you recognize the sender and know the content is safe.

Boards & Commissions Appointment Application

First Name	Richard
Last Name	Gray
Address	P. O. Box 806
City	Newport
State	NC
Zip	28570
Home Number	252-223-5226
Cell Number	252-723-3851
Fax Number	<i>Field not completed.</i>
Work Number	<i>Field not completed.</i>
E-Mail Address	rgray@ec.rr.com
Committees of Interest	Consolidated Human Services Board
Committees of Interest (Second Choice)	<i>Field not completed.</i>
Experience	Registered pharmacist for 59 years
Occupation	Pharmacist
Employer	Prior-Broad Street Clinic
Are you currently serving or have you ever served on a public board or commission?	No

If so, please list below: *Field not completed.*

Please explain any anticipated conflict of interest or scheduling difficulties you may have, if appointed: None

Number of Years Living in Carteret County: 59

Are you a registered voter in Carteret County? Yes

Applicants may attach a resume' or additional information about your interests for the Board of Commissioners to consider. Also, note that this document is considered a public document.) *Field not completed.*

Email not displaying correctly? [View it in your browser.](#)

Rachel Hammer

From: Carol Wray <carolgwrap@ec.rr.com>
Sent: Thursday, October 1, 2020 8:18 AM
To: Rachel Hammer
Cc: Cindy Holman
Subject: Board appointment

CAUTION: This email originated from outside of the organization. Do NOT click links or open attachments unless you recognize the sender and know the content is safe.

You should have received board application information from Jodi Lewis. I have spoken to her and am recommending her for appointment to the Consolidated Human Services Board. Please communicate my recommendation to the county commissioners for their action as soon as possible.

Thank you ,
Carol Wray
Chair, CHSB

Sent from my iPad

Received 09.24.20
Expires 03-24-22

Rachel Hammer

From: noreply@civicplus.com
Sent: Thursday, September 24, 2020 3:53 PM
To: Ray Hall; Rachel Hammer
Subject: Online Form Submittal: Boards & Commissions Appointment Application

CAUTION: This email originated from outside of the organization. Do NOT click links or open attachments unless you recognize the sender and know the content is safe.

Boards & Commissions Appointment Application

First Name	Jodi
Last Name	Lewis
Address	1503 Marsh Pointe
City	MOREHEAD CITY
State	NC
Zip	28557
Home Number	(252)241-3450
Cell Number	(252)241-3450
Fax Number	(252)247-3127
Work Number	(252)725-0194
E-Mail Address	jodi.lewis@carteretk12.org
Committees of Interest	Consolidated Human Services Board
Committees of Interest (Second Choice)	Consolidated Human Services Board
Experience	I have been a social worker for Carteret County since 1992. Three years with the Department of Social Services as a CPS investigator, and from 1995-present as a school social worker for Carteret County Schools. I received my BSW from Appalachian State University in 1992.
Occupation	Social Worker
Employer	Carteret County Schools

Are you currently serving or have you ever served on a public board or commission?

Yes

If so, please list below:

Past member of JCPC and current member of Child Prevention Fatality Team.

Please explain any anticipated conflict of interest or scheduling difficulties you may have, if appointed:

N/A

Number of Years Living in Carteret County:

28 years

Are you a registered voter in Carteret County?

Yes

Applicants may attach a resume' or additional information about your interests for the Board of Commissioners to consider. Also, note that this document is considered a public document.)

Field not completed.

Email not displaying correctly? [View it in your browser.](#)

Zoning Board of Adjustment

- *Three-year vacant term*
- *Three-year vacant "alternate" term*
 - ✓ Application of Brian Watson attached
 - ✓ Application of Anthony Futral attached

Received 10-12-20
Expires 04-12-22

Rachel Hammer

From: noreply@civicplus.com
Sent: Monday, October 12, 2020 3:06 PM
To: Ray Hall; Rachel Hammer
Subject: Online Form Submittal: Boards & Commissions Appointment Application

CAUTION: This email originated from outside of the organization. Do NOT click links or open attachments unless you recognize the sender and know the content is safe.

Boards & Commissions Appointment Application

First Name	Brian
Last Name	Watson
Address	210 Jones St
City	Cedar Point
State	NC
Zip	28584
Home Number	252-885-2994
Cell Number	252-885-2994
Fax Number	<i>Field not completed.</i>
Work Number	<i>Field not completed.</i>
E-Mail Address	Watsondevelopment@yahoo.com
Committees of Interest	Zoning Board of Adjustment
Committees of Interest (Second Choice)	<i>Field not completed.</i>
Experience	Being able to make adjustments in the 2 businesses that I own over the past 20 years
Occupation	Self Employeeef
Employer	Watson Development & Investments, Cedar Pointe Containers
Are you currently serving or have you ever served on a	No

public board or
commission?

If so, please list below: *Field not completed.*

Please explain any
anticipated conflict of
interest or scheduling
difficulties you may have, if
appointed: None known

Number of Years Living in
Carteret County: 16

Are you a registered voter
in Carteret County? Yes

Applicants may attach a
resume' or additional
information about your
interests for the Board of
Commissioners to consider.
Also, note that this
document is considered a
public document.) *Field not completed.*

Email not displaying correctly? [View it in your browser.](#)

Received 10.06.20
Expires 04.06.22

Rachel Hammer

From: noreply@civicplus.com
Sent: Tuesday, October 6, 2020 1:41 PM
To: Ray Hall; Rachel Hammer
Subject: Online Form Submittal: Boards & Commissions Appointment Application

CAUTION: This email originated from outside of the organization. Do NOT click links or open attachments unless you recognize the sender and know the content is safe.

Boards & Commissions Appointment Application

First Name	Anthony
Last Name	Futral
Address	101 cape point blvd
City	cape carteret
State	NC
Zip	28584
Home Number	2523934566
Cell Number	2522419234
Fax Number	<i>Field not completed.</i>
Work Number	2523547610
E-Mail Address	anthonyf@bluewaternc.com
Committees of Interest	Zoning Board of Adjustment
Committees of Interest (Second Choice)	<i>Field not completed.</i>
Experience	I have previously served on the planning board.
Occupation	General Contractor
Employer	Bluewater Builders, Inc.
Are you currently serving or have you ever served on a public board or commission?	Yes

If so, please list below:	Carteret County Planning Board
Please explain any anticipated conflict of interest or scheduling difficulties you may have, if appointed:	None
Number of Years Living in Carteret County:	20
Are you a registered voter in Carteret County?	Yes
Applicants may attach a resume' or additional information about your interests for the Board of Commissioners to consider. Also, note that this document is considered a public document.)	<i>Field not completed.</i>

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OTHER OUTSTANDING VACANCIES

ADULT HOME COMMUNITY ADVISORY COMMITTEE

Two vacant (initial one-year) terms

AGING PLANNING BOARD

Two vacant three-year at-large (60+) representative

BOARD OF EQUALIZATION & REVIEW

Two vacant alternate one-year terms

CARTERET COUNTY AREA TRANSPORTATION ADVISORY BOARD (“CCATS”)

Vacant two-year “General Public” term

CARTERET COUNTY PLANNING COMMISSION

Vacant three-year term

CARTERET COUNTY PUBLIC LIBRARY

Vacant one-year term (Commissioner Comer’s District)

CONSOLIDATED HUMAN SERVICES BOARD

One vacant four-year Consumer/Human Services term

One vacant four-year Psychiatrist term

One vacant four-year Optometrist term

Two vacant four-year General Public terms

One vacant four-year Nurse term

One vacant four-year Social Worker term

Two vacant four-year Consumer terms

CULTURAL & RECREATIONAL ADVISORY BOARD

Vacant three-year term (Commissioner Cavanaugh’s District)

Vacant three-year term (Commissioner Wheatly’s District)

EASTERN CAROLINA COUNCIL REGIONAL AGING ADVISORY BOARD (“RAAC”)

One vacant three-year term

FIRE & EMS COMMISSION

One vacant four-year term (Commissioner Cavanaugh’s Representative)

JUVENILE CRIME PREVENTION COUNCIL (“JCPC”)

One two-year “Juvenile Defense Attorney” term

One two-year “Business Community” term

One two-year “United Way or Non-Profit” term

NURSING HOME ADVISORY COMMITTEE

Three vacant initial one-year terms

RURAL TRANSPORTATION ADVISORY COMMITTEE

Vacant two-year "Municipal Elected Official" term

TOWN OF CEDAR POINT PLANNING & ZONING BOARD

One vacant three-year term

TOWN OF PELETIER PLANNING BOARD

One vacant three-year term

ZONING BOARD OF ADJUSTMENT

One vacant three-year term

Two vacant alternate three-year terms

NOVEMBER APPOINTMENTS

HIGHWAY 70 CORRIDOR COMMISSION

CARTERET COUNTY NURSING HOME ADVISORY COMMITTEE

CARTERET COUNTY
Board of Commissioners

Meeting Date:
19-Oct-20

Presenter:
Commissioners



Agenda
XV.

ITEM TO BE CONSIDERED

Title: Commissioners' Comments

Brief Summary:

N/A

BACKGROUND

Originating Department	Attachments:
_____	1 N/A
	2 _____
	3 _____
Staff Contact:	4 _____
_____	5 _____

REVIEWED BY

County Manager	_____	County Attorney	_____
Clerk to the Board	_____	ACM/Finance Director	_____

CARTERET COUNTY
Board of Commissioners

Meeting Date:

19-Oct-20



Agenda Item
XVI.

Presenter:

Rob Wheatly, County Attorney

ITEM TO BE CONSIDERED

Motion: Closed Session Pursuant to NCGS 143-318.11 for the Permitted Purpose of Discussing
(a) (1) Confidential Information, Approval of the September 21, 2020 Closed Session Minutes,
(a) (3) Attorney-Client Privilege, and (a) (5) Contract Negotiation

Brief Summary:

If the Board of Commissioners approves of the agenda item as presented, the following motion(s) is (are) suggested:

Motion: Motion to go into Closed Session Pursuant to NCGS 143-318.11 for the Permitted Purpose of Discussing (a) (1) Confidential Information, Approval of the September 21, 2020 Closed Session Minutes, (a) (3) Attorney-Client Privilege, and (a) (5) Contract Negotiation

Motion: Motion to return to regular session

BACKGROUND

Originating Department

Attachments:

1 N/A

2

3

4

5

Staff Contact:

Tommy Burns

REVIEWED BY

County Manager

Clerk to the Board

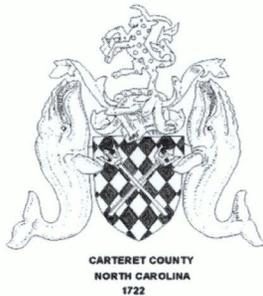
County Attorney

ACM/Finance Director

CARTERET COUNTY
Board of Commissioners

Meeting Date:
19-Oct-20

Presenter:
Board



Agenda Item
XVII.

ITEM TO BE CONSIDERED

Title: Adjournment

Brief Summary:

If the Board of Commissioners approves of the agenda item as presented, the following motion(s) is (are) suggested:

Motion to adjourn.

BACKGROUND

Originating Department	Attachments:
_____	1 N/A _____
_____	2 _____
_____	3 _____
Staff Contact:	4 _____
_____	5 _____

REVIEWED BY

County Manager _____	County Attorney _____
Clerk to the Board _____	ACM/Finance Director _____