



**CAMDENCOUNTY**  
new energy. new vision.

**BOARD  
OF  
COMMISSIONERS**

**April 6<sup>th</sup>, 2015**

**6:30 PM Closed Session  
7:00 PM - Regular Meeting**

**Historic Courtroom  
Courthouse Complex**

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

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

**Agenda**

**Camden County Board of Commissioners Regular Meeting**

**April 6<sup>th</sup>, 2015**

**6:30 P.M. - Closed Session**

**7:00 P.M. - Regular Meeting**

**Historic Courtroom, Courthouse Complex**

**Camden, North Carolina**

**6:30 P.M.**      **Call to Order** - Chairman P. Michael McLain

**Closed Session**  
**Pursuant to G.S. 143-318.11(a)(6) - Personnel**

**7:00 P.M.**      **Welcome**

**Invocation & Pledge of Allegiance** – Garry Meiggs

**ITEM 1**      **Public Comments**

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

**ITEM 2**      **Consideration of Agenda (For discussion and possible action)**

**ITEM 3**      **Presentations**

A.      ECSU Chancellor - Stacey Franklin Jones ..... (Pg. 4)

**ITEM 4**      **New Business (For discussion and possible action)**

A.      Waste Industries Contract Amendment ..... (Pg. 5-8)

B.      JCPC Grant Approval FY15/16 ..... (Pg. 9-41)

C.      Monthly Tax Report ..... (Pg. 42-49)

D.      Museum Tract Lighting ..... (Pg. 50-58)

**ITEM 5**      **Board Appointments (For discussion and possible action)**

A.      Senior Advisory Board ..... (Pg. 59-63)

**ITEM 6      Consent Agenda (All items listed below are routine and will be approved by one motion. Separate discussion of an item(s) will be held by request of a member of the Board.)**

- A.      Draft Minutes –
  - January 5<sup>th</sup>, 2015 ..... (Pg. 65-80)
  - January 20<sup>th</sup>, 2015 ..... (Pg. 81-95)
  - February 2<sup>nd</sup>, 2015 ..... (Attachment A)
- B.      County Audit Contract..... (Pg. 96-193)
- C.      School Budget Amendments ..... (Pg. 194-201)
- D.      Tax Collection Report ..... (Pg. 202-203)
- E.      Tax Refunds, Pickups, & Releases ..... (Pg. 204-210)
- F.      Tax Authorization to Collect (May Renewals) ..... (Pg. 211-212)
- G.      Volunteer Forms ..... (Pg. 213-215)
- H.      Resolution in Opposition of Sunday Hunting..... (Pg. 216-218)
- I.      Resolution in Support of US 17 Upgrade ..... (Pg. 219-221)

**ITEM 7      Commissioner's Report (For discussion and possible action)**

**ITEM 8      County Manager's Report (For discussion and possible action)**

**ITEM 9      Information, Reports & Minutes From Other Agencies ..... (Pg. 222-290)**

- A.      GOVERNOR’S State Budget Summary..... (Pg. 223-230)
- B.      Annual Advisory Opinion Newsletter ..... (Pg. 231-236)
- C.      BizConnect Broadband Pilot Grant Program..... (Pg. 237-238)
- D.      NCACC Legislative Bulletin – March 6, 2015 ..... (Pg. 239-240)
- E.      NCACC Legislative Bulletin - March 13, 2015 ..... (Pg. 241-244)
- F.      NCACC Legislative Bulletin - March 20, 2015 ..... (Pg. 245-248)
- G.      Register of Deeds Monthly Report - February ..... (Pg. 249-250)
- H.      SPCA February Meeting Minutes..... (Pg. 251-253)
- I.      New Direction for Workforce System ..... (Pg. 254-255)
- J.      State Tourism Industry..... (Pg. 256-257)
- K.      Sheriff’s Monthly Report – February ..... (Pg. 258)
- L.      US Census Report..... (Pg. 259-260)
- M.      Fraud Unit Steps Up ..... (Pg. 261-262)
- N.      Finance Monthly Reports ..... (Pg. 263-264)
- O.      North Carolina Secretary of Commerce Statement on SB326..... (Pg. 265)
- P.      Senate unveils plan to convert local sales taxes to state revenue..... (Pg. 266-267)
- Q.      Monthly Sales Tax Report ..... (Pg. 268)
- R.      Library Monthly Report..... (Pg. 269)
- S.      Register of Deeds - check journal report ..... (Pg. 270-276)
- T.      Northeast Economic Developers ..... (Pg. 278-290)

**ITEM 10      Other Matters (For discussion and possible action)**

**ITEM 11      Adjourn**

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

**Item Number:**               **3.A**

**PRESENTATIONS**

**Meeting Date:**               **April 6<sup>th</sup>, 2015**  
**Attachments:**  
**Submitted By:**               **Mike Renshaw, County  
Manager**

**ITEM TITLE:**               **ECSU Chancellor**

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

**SUMMARY:**

ECSU Chancellor - Stacey Franklin Jones

**RECOMMENDATION:**

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

**Item Number:** 4.A

**NEW BUSINESS**

**Meeting Date:** April 6<sup>th</sup>, 2015  
**Attachments:** 2 (3 Pages)  
**Submitted By:** David Credle, Public Works Director

**ITEM TITLE:** Waste Industries Contract Amendment

**SUMMARY:**

The current contract with Waste Industries will expire on June 30<sup>th</sup>, 2015. This amendment reflects a not-to-exceed 2.5% Cost of Living increase in subsequent years of this agreement.

Waste Industries had agreed to and will implement the following:

- Begin adding glass to co-mingled recyclables container and eliminate the extra container at each site. County will reap benefit of \$3.00 per ton from this additional material being collected co-mingled and sites will benefit from space to place overflow box if needed. Please note that discussion included the volatility of glass recycling.
- On March 1, 2015, Waste Industries will begin opening the Camden Site on Sundays from 1:00 to 6:00pm. This should improve the traffic flow on Saturdays. Currently, all other sites are open on Sundays. Waste Industries will provide this trial at no additional cost for three months. At the end of that time frame, County will indicate whether or not the site shall be closed on Thursdays. Currently, the Camden site is open on Tuesdays and Thursdays while the other sites are closed on Tuesdays and Thursdays. It was agreed that any difference in hours would be calculated at hourly cost of worker including benefits or \$10 per hour.

**RECOMMENDATION:**

Staff recommends extending the Waste Industries Contract with the specified amendments.

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



# WASTE INDUSTRIES

[www.wasteindustries.com](http://www.wasteindustries.com)

PO Drawer 1388 | Newport, NC 28570

February 17, 2015

Michael Renshaw  
Manager  
Camden County  
PO Box 190  
Camden, North Carolina 27921

Dear Mr. Renshaw,

As a follow-up to our meeting on February 10, 2015, please find attached a corrected amendment to reflect a not-to-exceed 2.5% Cost of Living increase in subsequent years of our agreement. We have also agreed to and will implement the following:

- 1) Begin adding glass to co-mingled recyclables container and eliminate the extra container at each site. County will reap benefit of \$3.00 per ton from this additional material being collected co-mingled and sites will benefit from space to place overflow box if needed. Please note that discussion included the volatility of glass recycling.
- 2) On March 1, 2015, Waste Industries will begin opening the Camden Site on Sundays from 1:00 to 6:00pm. This should improve the traffic flow on Saturdays. Currently, all other sites are open on Sundays. Waste Industries will provide this trial at no additional cost for three months. At the end of that time frame, County will indicate whether or not the site shall be closed on Thursdays. Currently, the Camden site is open on Tuesdays and Thursdays while the other sites are closed on Tuesdays and Thursdays. It was agreed that any difference in hours would be calculated at hourly cost of worker including benefits or \$10 per hour.

As always, thank you for allowing Waste Industries to provide these services for the citizens of Camden County. Please let us know if you have any questions or concerns.

Respectfully,

Norma Yanez  
Government Contracts Manager

**CAMDEN COUNTY**

**AMENDED AGREEMENT**

**THIS AMENDED AGREEMENT**, made this \_\_\_\_ day of \_\_\_\_\_, 2015, between the County of Camden, a body politic and corporate organized and existing pursuant to the laws of the State of North Carolina,(the “County”) and Waste Industries. LLC, a North Carolina corporation with its principal office in Wake County, North Carolina, (the “Company”):

**WITNESSETH:**

**THAT WHEREAS**, the County found it necessary to provide the collection and transportation of certain solid waste from collection centers situated throughout Camden County to Pasquotank County Transfer Station and recycling to various agreed upon sites in an agreement between the County and the Company dated the 1<sup>st</sup> day of July 1996, Amended on the 1<sup>st</sup> day of July 2001, Amended on the 1<sup>st</sup> day of July 2003 and the 1<sup>st</sup> day of July of 2007 and amended on the 4<sup>th</sup> day of May 2009. And,

**WHEREAS**, the County has found the Company’s performance to be satisfactory during the last twelve months; and,

**WHEREAS**, it is in the best interest of the County and the Company to continue the above agreements beyond the current term; and,

**WHEREAS**, the County Commissioners have voted to extend the current agreement for five (5) years.

**NOW THEREFORE**, in consideration of the mutual covenants and promises contained in the above agreements, the County and Company agree as follows:

**Section 1, 1.1: Term**

By mutual consent, the parties hereto agree to extend the term of this Agreement with the above referenced changes for five (5) additional years ending June 30, 2020. All other terms and conditions of this section remain the same.

**Section 8, 8.4: Price Adjustment**

There will be no Consumer Price Index (CPI) increase for the contract year beginning July 1, 2015. For subsequent contract years, annual price increases based on (CPI) will not exceed 2.5%.

All other terms and conditions of this section remain the same.

All other terms and conditions of entire contract remain the same.

IN WITNESS WHEREOF, the County and Company have executed this Contract Amendment as of this day and year first written:

**WASTE INDUSTRIES, LLC**

**CAMDEN COUNTY**

By: \_\_\_\_\_  
**Thomas Winstead,**  
**Vice-President**

By: \_\_\_\_\_  
**Chairman,**  
**Board of Commissioners**

**ATTEST:**

**ATTEST:**

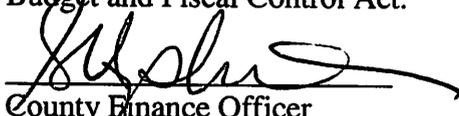
\_\_\_\_\_

\_\_\_\_\_  
**Clerk to the Board**

**DATE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

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

  
\_\_\_\_\_  
County Finance Officer

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

**Item Number: 4.B**

**NEW BUSINESS**

**Meeting Date: April 6<sup>th</sup>, 2015**  
**Attachments: 1 (32 Pages)**  
**Submitted By: CJ Williams,**  
**JCPC Coordinator**

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

**ITEM TITLE: JCPC GRANT APPLICATION**

**SUMMARY:**

JCPC Program Application for FY 2015-2016

- C.R.O.W.N. Kids & B.E.A.R.S.
- Community Service
- Teen Court
- Camp Blue

**RECOMMENDATION:**

Review and authorize staff to submit the JCPC Program Application



## North Carolina Department of Public Safety

### JCPC Program - Program Application

SECTION I A		SPONSORING AGENCY AND PROGRAM INFORMATION	
FUNDING PERIOD:	FY 15-16	DPS/JCPC FUNDING # (cont only)	715-XXXX
COUNTY:	Camden	AREA:	Eastern Area
Multi-County:	No	Multi-Components	Yes
NAME OF PROGRAM:		Camden County Youth Services	

SPONSORING AGENCY:	Camden County		
SPONSORING AGENCY PHYSICAL ADDRESS:	330 East Hwy 158 Camden	NC	27921
SPONSORING AGENCY MAILING ADDRESS:	PO Box 190 Camden	NC	27921
TYPE:	Public	FEDERAL ID #	56-600282

COMPONENT ID #	NAME OF PROGRAM COMPONENT	PROGRAM TYPE	TOTAL COST OF EACH COMPONENT
11140	C.R.O.W.N. Kids & B.E.A.R.S.	Interpersonal Skill Building	\$ 45,520
11141	Community Service	Restitution/Community Service	\$ 1,520
11142	Teen Court	Teen Court	\$ 2,435
11143	Camp BLUE (Building Leaders and Urging Excellence)	Experiential Skill Building	\$ 29,817
Total cost of components:			\$ 79,292

#### Program Manager Name & Address *(same person on signature page)*

Name:	Michael Renshaw	Title:	Camden County Manager		
Mailing Address:	330 East Highway 158	City:	Camden	Zip:	27921
Address:	PO Box 190				
Phone:	(252) 338-6363 Ext:102	Fax:	(252) 331-7831	E-mail:	mrenshaw@camdencountync.gov

#### Contact Person *(if different from program manager)*

Name:	Tony Perry	Title:	Sheriff		
Mailing Address:	117 North NC Highway 343	City:	Camden	Zip:	27921
Address:	PO Box 57				
Phone:	(252) 338-5046 Ext:241	Fax:	(252) 335-4300	E-mail:	tperry@camdencountync.gov

#### Program Fiscal Officer *(cannot be program manager)*

Name:	Stephanie Humphries	Title:	Camden County Finance Officer		
Mailing Address:	330 East Highway 158	City:	Camden	Zip:	27921
Address:	PO Box 190				
Phone:	(252) 338-6363 Ext:107	Fax:	(252) 331-7831	E-mail:	shumphries@camdencountync.gov

SECTION I B	PROGRAM COMPONENT DESCRIPTION
COMPONENT ID #	COMPONENT INFORMATION
11140	<p><b>NAME OF COMPONENT:</b> C.R.O.W.N. Kids &amp; B.E.A.R.S.</p> <p><b>BRIEF DESCRIPTION:</b> An interpersonal skill building component where youth increase life skills development, social skills, and have positive interactions with others during school hours, after school, and during school holiday/breaks. Skills sessions also offer opportunities for modeling of appropriate social interactions and practice of skills that have been taught.</p>

COMPONENT ID #	COMPONENT INFORMATION
11141	<p><b>NAME OF COMPONENT:</b> Community Service</p> <p><b>BRIEF DESCRIPTION:</b> Provides youth offenders with positive consequences to negative behavior based on court ordered requirements thus holding them accountable for their actions. Victim restitution and community service is an effective program for reducing recidivism. Juveniles are provided a constructive supervised work environment where they may fulfill the requirements of their diversion plan/contract or court order.</p>

COMPONENT ID #	COMPONENT INFORMATION
11142	<p><b>NAME OF COMPONENT:</b> Teen Court</p> <p><b>BRIEF DESCRIPTION:</b> A structured component where first time, non-violent, misdemeanor offenders admitting guilt are given the option to plead their case before a jury of trained peers volunteers who then provide a constructive sentence. Upon successful completion, the referring agency is notified. Teen Court is a diversion resource for juvenile intake, district court, SROs and other local law enforcement.</p>

COMPONENT ID #	COMPONENT INFORMATION
11143	<p><b>NAME OF COMPONENT:</b> Camp BLUE (Building Leaders and Urging Excellence)</p> <p><b>BRIEF DESCRIPTION:</b> A six week summer day camp program for youths providing hands-on educational activities, life skill development and social skill building lessons in a safe, supervised environment during the summer months during school vacation. Program will be based at the Middle School from 9 am - 3 pm weekdays. Camp staff and local law enforcement and EMS volunteers will provide participants with opportunities for pro-social involvement and mentoring on the part of local public safety officials.</p>

SECTION II		COMPONENT STATISTICAL INFORMATION			
Multi-Components Yes					
Component Service Statistics		PROGRAM COMPONENT INFORMATION - APPLICATION YEAR			
Component Name: C.R.O.W.N. Kids & B.E.A.R.S.				Component ID # 11140	
What is this component's maximum client capacity at any given time?				20	
Frequency of client contact per month:	4		Anticipated Average Length of Stay:	150	Days
Total Component Cost:	\$45,520	+ by	Estimated # to be served during funding period:	20	
Estimated Average Cost Per Youth:			\$2,276		
Applies to continuation programs only.	Actual number of youth admitted last fiscal year:		34		
	0	number of admissions Juvenile Court referred	0% of total admissions		
	1	number of admissions Law Enforcement referred	2.94% of total admissions		

SECTION III	COMPONENT SUMMARY
<b>NAME OF COMPONENT:</b>	C.R.O.W.N. Kids & B.E.A.R.S.
<p><b>1. Statement of the Problem:</b> <i>In concise terminology, describe how the program will address continuum need(s) in the county.</i></p> <p>In 2013-14, Camden County court involved juveniles demonstrated the following risk factors; alcohol and substance abuse, domestic discord, negative peer groups and school behavior problems. The interpersonal skills component provides opportunities for social competency through group skills sessions, community service projects, and enrichment activities designed to lessen the impact of risk factors and increase protective factors thereby building resiliency among referred juveniles.</p>	
<p><b>2. Target Population:</b> <i>Describe the target population, including age, and the steps taken to insure that the target population is served.</i></p> <p>Youth ages 9 -17, who are currently enrolled in Camden County Public Schools are eligible for service. This program will serve youth considered at-risk, by behavior or home environment, as referred by School Resource Officers (SRO's), school administration and teachers, parents/guardians, juvenile court counselors, and/or other youth serving community agencies.</p>	
<p><b>3. Program Goal(s):</b> <i>Provide a brief statement to describe the overall purpose of the program.</i></p> <p>For youth in grades 4th - 12th, this program will teach problem solving, conflict resolution, interpersonal/social skills, as well as other identified life skills during and after school hours, school vacation and some holidays, while monitoring participant behavior at home, at school, and within the community. Youth will participate in weekly, age-appropriate workshops/community service/meeting times as established by the Program Coordinator and school/site administrator. The Program Coordinator will also establish an "in-school schedule" to be more available to youth participants dealing with school and personal issues and complaints.</p> <p>Participants will increase school attendance, improve their GPA and improve overall school behavior as a result of these programs.</p>	
<p><b>4. Measurable Objective(s):</b> <i>State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.</i></p> <p>70% Clients will have no new adjudications for a complaint with an offense date after the admission date.</p> <p>70% Clients will demonstrate improvement in targeted skills identified in the individual service plan.</p> <p>70% Clients will reduce specific problem behaviors presented at referral and targeted in the individual service plan.</p> <p>70% Clients successfully/satisfactorily completing the program will have no new adjudications in the 12 months following completion.</p> <p>70% Clients will successfully or satisfactorily complete services as intended by the program design/service plan.</p> <p>70% Clients will have no new complaints with an offense date after the admission date.</p> <p>70% Clients successfully/satisfactorily completing the program will have no new complaints in the 12 months following completion.</p>	

SECTION III	COMPONENT SUMMARY
<b>NAME OF COMPONENT:</b>	C.R.O.W.N. Kids & B.E.A.R.S.
<p><b>5. Elevated Risks and Needs:</b> <i>Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.</i></p> <p>The two programs will provide the necessary protective factors such as positive peer modeling, accountability/social competence and school connectedness by creating an environment of positive peer interactions, teaching interpersonal /social skills and providing opportunities for academic enrichment, all while working in conjunction with each participant's parent/guardian(s) and school administrators.</p>	

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	C.R.O.W.N. Kids & B.E.A.R.S.
<p><b>1. Location:</b> <i>List physical address(es) and describe where program services are delivered.</i></p> <p>Camden County Public Schools</p> <ul style="list-style-type: none"> <li>* Grandy Primary School - 175 NC Highway 343 North, Camden, NC 27921</li> <li>* Camden Intermediate School - 123 Noblitt Road, Camden, NC 27921</li> <li>* Camden Middle School - 248 Scotland Road, Camden, NC 27921</li> <li>* Camden County High School - 103 US Highway 158 East, Camden, NC 27921</li> <li>* CamTech High School - 103A US Highway 158 East, Camden, NC 27921</li> </ul> <p>Camden County Sheriff's Office, 117 North NC Highway 343, Camden, NC 27921</p> <p>Camden Camp B.L.U.E- 248 Scotland Road, Camden, NC 27921</p>	
<p><b>2. Operation:</b> <i>Describe the daily/weekly schedule of program operation.</i></p> <p>The Camden Youth Services Program Coordinator will create a monthly program schedule for each group of students (GPS, CIS, CMS, CCHS, &amp; CTHS). B.E.A.R.S. &amp; C.R.O.W.N. Kids programs will meet for a minimum of two (2) hours per week in age appropriate groups after school, typically with a 2 hour group meeting or workshop and and .5 hour lunch period. Hours may also be met by participating in a Community Service or a Fun Incentive Activity.</p>	
<p><b>3. Staff Positions:</b> <i>Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.</i></p> <p>The position of the Camden Youth Services Program Coordinator (full-time) prefers a Bachelor's degree in human services, or related field, and minimal experience working with juveniles and at-risk youth, or equivalent combination of education and experience. A valid NC Driver's License is required. Unpaid adult volunteers must complete a NC Sheriff's standards Volunteer application and have a criminal background check administered prior to volunteering in any Camden Youth Services Program. Coordinator is responsible for conducting skills sessions, planning and implementing activities both community service and field trips that support skills learned, confidential files content and management, ALLIES client tracking, and other DJJ policy requirements.</p>	
<p><b>4. Service Type SPEP:</b> <i>Describe implementation to include:</i></p> <p>Primary Service - Social Skills Training; Secondary Service - None</p>	
<p><b>5. Admission Process:</b> <i>Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.</i></p> <p>The Camden Youth Services Program Coordinator will accept and screen referrals from SRO's, law enforcement, court counselors, mental health professionals, school officials, faith community members, other youth serving agencies, and parents. The Program Coordinator will coordinate the admission process with the referred juvenile and his/her parent/ guardian(s) within 30 days of referral. All juveniles referred and willing to participate will be admitted to the program, unless their individual behavior is so severe they cannot be adequately served by this program.</p>	
<p><b>6. Termination Process:</b> <i>Describe the termination process to include the staff responsible for making decisions and the criteria for a successful termination, satisfactory termination, unsuccessful completion and non-compliant</i></p>	

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	C.R.O.W.N. Kids & B.E.A.R.S.
<p><i>termination.</i></p> <p>The Program Coordinator is responsible for making all termination decisions.</p> <p>A successful termination will result when a juvenile has demonstrated sufficient behavior/attitude modifications and are no longer demonstrating at-risk behaviors either at home, in school or in the community.</p> <p>Satisfactory terminations will result when a juvenile has either become involved in other after school activities (sports/club/job) that prohibit group participation, or is removed at the request of a parent/guardian.</p> <p>Unsuccessful completion will result when a juvenile enrolled in the program demonstrates no improvement in behavior or attitude at home, at school, or in the community.</p> <p>A non-compliant termination will result when a juvenile routinely fails to participate in offered programs &amp; activities.</p> <p><i>How is the referring agency involved with the termination process?</i></p> <p>The referring agency, if any, will be notified of termination and a copy of the written termination summary will be provided.</p>	
<p><b>7. Referring Agency Interaction:</b> <i>Describe the interaction with juvenile court counselors and/or other referring agencies including how client progress will be communicated.</i></p> <p>Referring agencies will be gathered annually to discuss the upcoming program year and provide input/feedback. A discussion of the Camden Youth Services Referral process and paperwork will occur after the September JCPC Meeting. The Program Coordinator will be available for referral sources to call, email, or visit to answer questions or address the duration of the juvenile's involvement in the program. Regular monthly updates will be provided per policy, and random contact will occur as needed.</p>	
<p><b>8. Intervention/Treatment:</b> <i>Describe specifically what the component will do to redirect inappropriate youth behavior or how the component will address the identified needs of the youth and family. What interventions will typically be utilized in this component and how will parents/guardians be involved?</i></p> <p>This program is housed in the Camden County Sheriff's Office, under the supervision of the County Sheriff. Therefore, the program will endeavor to utilize the research-based resources and information from juvenile justice and law enforcement to develop the highest quality programming. Being housed within the sheriff's office will offer opportunities for officer and emergency personnel to interact with juveniles in a positive manner. With the use of these resources, as well as others, the program will provide the participants with opportunities to strengthen life skill development through curriculum, citizenship, leadership and community service activities. Participants who learn and strengthen life skills and participate in a group environment will be able to work together as a team and redirect inappropriate behavior. The Program Coordinator will work with clients, their parent/guardian(s) and their school to identify any issue(s) that may need to be addressed for each individual.</p>	
<p><b>9. Best Practice Model:</b> <i>Describe what model or evidence-supported/best practice the program is based upon.</i></p> <p>This program was originally based on the Edna McConnel Clark Foundation's "Mentoring Programs for Youth Development: A Synthesis," a study of youth mentoring programs. It has further developed into a social skills program with a cognitive approach that teaches, models, and practices necessary life skills that help juveniles to make better</p>	

<b>SECTION IV</b>	<b>COMPONENT NARRATIVE (attach for each component)</b>
<b>NAME OF COMPONENT:</b>	C.R.O.W.N. Kids & B.E.A.R.S.
<p>decisions and function within the law and at their highest potential. Mentoring is one component of a comprehensive intervention, according to the Clark Foundation study, and the Coordinator is regularly interacting with participants and modeling appropriate socialization skills. Warm and close friendships with caring adults, supervision and positive role models are the common resources and investments that mentoring intervention contributes to youth development. As stated above, all curriculum will be presented in an age-appropriate and hands-on learning style, delivered utilizing the experiential learning model.</p>	

SECTION II		COMPONENT STATISTICAL INFORMATION			
Multi-Components Yes					
Component Service Statistics		PROGRAM COMPONENT INFORMATION - APPLICATION YEAR			
Component Name: Community Service				Component ID # 11141	
What is this component's maximum client capacity at any given time?				5	
Frequency of client contact per month:	2	Anticipated Average Length of Stay:	90	Days	
Total Component Cost:	\$1,520	+ by	Estimated # to be served during funding period:	5	
Estimated Average Cost Per Youth:			\$304		
Applies to continuation programs only.	Actual number of youth admitted last fiscal year:		0		
	0	number of admissions Juvenile Court referred	0% of total admissions		
	0	number of admissions Law Enforcement referred	0% of total admissions		

SECTION III	COMPONENT SUMMARY
<b>NAME OF COMPONENT:</b>	Community Service
<p><b>1. Statement of the Problem:</b> <i>In concise terminology, describe how the program will address continuum need(s) in the county.</i></p> <p>Community service/victim restitution is a needed service for diverted, Level I and II adjudicated juveniles, and is a sentencing option regularly utilized by the Juvenile Court to hold youth offenders accountable for their actions. This program will serve the juvenile offenders in Camden County so they will have local assignments to complete court ordered community service requirements, when ordered. The program may also serve diverted juveniles as referred.</p>	
<p><b>2. Target Population:</b> <i>Describe the target population, including age, and the steps taken to insure that the target population is served.</i></p> <p>Camden County youth between the ages of 6-17 are eligible to participate in the program upon referral.</p>	
<p><b>3. Program Goal(s):</b> <i>Provide a brief statement to describe the overall purpose of the program.</i></p> <p>To enable youth offenders to complete diversion requirements, and court ordered community service hours as well as victim compensation in the local area thereby benefitting the community as well as the juvenile.</p>	
<p><b>4. Measurable Objective(s):</b> <i>State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.</i></p> <p>70% Clients successfully/satisfactorily completing the program will have no new complaints in the 12 months following completion.</p> <p>70% Clients will have no new complaints with an offense date after the admission date.</p> <p>70% Clients successfully/satisfactorily completing the program will have no new adjudications in the 12 months following completion.</p> <p>70% Clients will complete restitution or community service within the timeframe permitted by JCPC policy.</p> <p>70% Clients will demonstrate accountability by actively participating in restitution/community service activities.</p> <p>70% Clients will have no new adjudications for a complaint with an offense date after the admission date.</p> <p>70% Clients will successfully or satisfactorily complete services as intended by the program design/service plan.</p>	
<p><b>5. Elevated Risks and Needs:</b> <i>Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.</i></p> <p>Disruptive school behavior and associations with delinquent peers are often factors in increasingly delinquent behaviors. When a delinquent juvenile is ordered to complete community service they will be enrolling in a program that will give them avenues to prevent future delinquent behavior. These avenues include: holding them accountable for their delinquent acts, surrounding them with positive role models, and giving them access to opportunities within their community to have a positive, instead of a negative impact.</p>	

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	Community Service
<p><b>1. Location:</b> <i>List physical address(es) and describe where program services are delivered.</i></p> <p>Camden Sheriff's Office, 117 N Hwy. 343, Camden, NC 27921</p>	
<p><b>2. Operation:</b> <i>Describe the daily/weekly schedule of program operation.</i></p> <p>The Camden Youth Services Program Coordinator works Monday - Friday, 8 AM to 5 PM. Daily/weekly schedules will be determined on a case by case basis.</p>	
<p><b>3. Staff Positions:</b> <i>Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.</i></p> <p>The position of the Camden Youth Services Program Coordinator (full-time) prefers Bachelor's degree in human sciences or a related field, and a minimal experience of working with juveniles and at-risk youth, or an equivalent combination of education and experience. A valid NC driver's license is required. The program coordinator is responsible for:</p> <ul style="list-style-type: none"> <li>* Accepting referrals</li> <li>* Processing the referred youth (with parental permission)</li> <li>* Arranging community service work sites</li> <li>* Providing a work schedule</li> <li>* Follow up to ensure sentence completion</li> <li>* Submission and notification to the referral source upon completion of community service &amp; termination of juvenile from program.</li> </ul>	
<p><b>4. Service Type SPEP:</b> <i>Describe implementation to include:</i></p> <p>Primary Service - Restitution / Community Service; Secondary Service - None</p>	
<p><b>5. Admission Process:</b> <i>Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.</i></p> <p>The Program Coordinator will accept and review referrals from court counselors. At admission, a visit will be arranged with the juvenile and their parent/guardians to explain program details, rules, and available work site options. A referral may not be accepted if the parent/guardians refuse to allow their child to participate at which the referral source will be notified immediately.</p>	
<p><b>6. Termination Process:</b> <i>Describe the termination process to include the staff responsible for making decisions and the criteria for a successful termination, satisfactory termination, unsuccessful completion and non-compliant termination.</i></p> <p>Referral source(s), and parent/guardians will be notified by the Program Coordinator when the juvenile is terminated from the program.</p> <p>A successful termination will result when a juvenile has completed all necessary community service hours with no problems.</p> <p>A satisfactory termination will result when a juvenile has completed all necessary community service hours with a few</p>	

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	Community Service
<p>problems and/or negative comments from work site supervisors.</p> <p>An unsuccessful termination will result when a juvenile fails to complete all necessary community service hours during time allowed.</p> <p>A non-compliant termination will result when a juvenile and/or parent/guardian refuses to participate in the program as specified during the initial admission visit.</p> <p><i>How is the referring agency involved with the termination process?</i></p> <p>The referring agency will be notified of all successful and satisfactory terminations after the fact.</p> <p>The referring agency will be contacted before an unsuccessful or non-compliant termination is processed as a courtesy.</p>	
<p><b>7. Referring Agency Interaction:</b> <i>Describe the interaction with juvenile court counselors and/or other referring agencies including how client progress will be communicated.</i></p> <p>Referring agencies will be taught how to complete the Camden Youth Services Referral Form during the September 2014 JCPC Meeting. The Program Coordinator will be available for all referral sources to call, email, or visit to answer questions or address concerns. Referrals may be mailed, e-mailed, faxed or delivered in person. Contact with the referral sources will be ongoing during the duration of the juvenile's involvement in the program.</p>	
<p><b>8. Intervention/Treatment:</b> <i>Describe specifically what the component will do to redirect inappropriate youth behavior or how the component will address the identified needs of the youth and family. What interventions will typically be utilized in this component and how will parents/guardians be involved?</i></p> <p>The Community Service Program will provide participants with the opportunity to take responsibility for their actions and complete community service hours as well as allowing them to experience the connectedness to their community by actively participating in it. The Program Coordinator serves as a positive role model and will encourage participants to continue their civic involvement through C.R.O.W.N. Kids upon the completion of their sentence in order to maintain the focus of positive energy and to surround the youth with positive peer pressure.</p>	
<p><b>9. Best Practice Model:</b> <i>Describe what model or evidence-supported/best practice the program is based upon.</i></p> <p>Community service has been found to be an effective juvenile justice program made slightly more effective by adding behavior management elements in the contract. A work liability contract is utilized with this program to identify work obligations and expectations of proper behavior projecting a reasonable timeline for completion. The Coordinator monitors progress toward completion of the contract.</p>	

SECTION II		COMPONENT STATISTICAL INFORMATION			
Multi-Components Yes					
Component Service Statistics		PROGRAM COMPONENT INFORMATION - APPLICATION YEAR			
Component Name: Teen Court				Component ID # 11142	
What is this component's maximum client capacity at any given time?				5	
Frequency of client contact per month:	2		Anticipated Average Length of Stay:	90	Days
Total Component Cost:	\$2,435	+ by	Estimated # to be served during funding period:	4	
Estimated Average Cost Per Youth:			\$609		
Applies to continuation programs only.	Actual number of youth admitted last fiscal year:		5		
	3	number of admissions Juvenile Court referred	60% of total admissions		
	2	number of admissions Law Enforcement referred	40% of total admissions		

SECTION III	COMPONENT SUMMARY
<b>NAME OF COMPONENT:</b>	Teen Court
<p><b>1. Statement of the Problem:</b> <i>In concise terminology, describe how the program will address continuum need(s) in the county.</i></p> <p>Although Camden County has had very few adjudicated youth in the past several years, there are many youth whose disruptive and anti-social behaviors need to be addressed. Teen Court is a diversionary alternative to juvenile intake, district court and law enforcement.</p>	
<p><b>2. Target Population:</b> <i>Describe the target population, including age, and the steps taken to insure that the target population is served.</i></p> <p>Camden County youth between the ages of 11 - 17, attending school full-time, who commit a first-time, qualifying misdemeanor and admit guilt are eligible to participate in this program, by referral.</p>	
<p><b>3. Program Goal(s):</b> <i>Provide a brief statement to describe the overall purpose of the program.</i></p> <p>This program will hold first-time juvenile offenders accountable for their actions through creative sentencing and positive peer pressure without permanently affecting their juvenile record.</p>	
<p><b>4. Measurable Objective(s):</b> <i>State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.</i></p> <p>70% Clients successfully/satisfactorily completing the program will have no new complaints in the 12 months following completion.</p> <p>70% Clients successfully/satisfactorily completing the program will have no new adjudications in the 12 months following completion.</p> <p>70% Clients will successfully or satisfactorily complete services as intended by the program design/service plan.</p> <p>70% Clients will have no new complaints with an offense date after the admission date.</p> <p>70% Clients will have no new adjudications for a complaint with an offense date after the admission date.</p> <p>70% Clients will demonstrate improvement in developing and/or maintaining social and interpersonal interactions during program participation.</p>	
<p><b>5. Elevated Risks and Needs:</b> <i>Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.</i></p> <p>Teen Court will address the risk factor of negative peer groups by requiring all defendants to be trained for and participate as members of the Teen Court Jury for future cases. Positive peer associations will be promoted by providing participants with the positive peer interactions with student volunteers (jurors, attorney, court officers, etc.). School behavior problems will be addressed by referring the defendant to the C.R.O.W.N. Kids program, upon completion of the Teen Court Sentence.</p>	

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	Teen Court
<p><b>1. Location:</b> <i>List physical address(es) and describe where program services are delivered.</i></p> <p>The Program Coordinator's Office is located at the Camden County Sheriff's Office at 117 North NC Highway 343, Camden, NC 27921. Teen Court trainings/meetings may be held at either Camden Middle School, 248 Scotland Road, Camden, NC 27921, Camden High School, 103 US Highway 158 East, Camden, NC 27921 or at the Camden County Courthouse Complex at 117 North NC Highway 343, Camden, NC 27921. Initial youth/parent visits will take place at the Camden County Sheriff's Office or if necessary at the youth's home by appointment.</p>	
<p><b>2. Operation:</b> <i>Describe the daily/weekly schedule of program operation.</i></p> <p>The Program Coordinator works Monday - Friday, 8 AM to 5 PM. Program operation will be determined on a case by case basis.</p>	
<p><b>3. Staff Positions:</b> <i>Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.</i></p> <p>The JCPC Program Coordinator (full-time) prefers a Bachelor's degree in human services, or related field and minimal experience working with juveniles and at-risk youth, or equivalent combination of education and experience. A valid NC Driver's License is required.</p> <p>The Program Coordinator is responsible for the following:</p> <ul style="list-style-type: none"> <li>* Work in conjunction with SRO's at all County Schools</li> <li>* Recruit and trains all Teen Volunteers (jurors, attorneys, clerks, bailiffs)</li> <li>* Recruit adult volunteers to assist with component and teen court competition teams.</li> <li>* Accept/process referrals, case management, CTF Tracking and client follow-up</li> <li>* Reserve courtroom, schedule presiding judge, and prepare volunteers for court.</li> </ul>	
<p><b>4. Service Type SPEP:</b> <i>Describe implementation to include:</i></p> <p>This program is a STRUCTURE ONLY.</p>	
<p><b>5. Admission Process:</b> <i>Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.</i></p> <p>The Program Coordinator will accept and review referrals from Court Counselors, SRO's, and school officials. An admission visit will be arranged with the juvenile and their parent/guardian(s) to explain program details, rules and scheduling. A referral may not be accepted if the parent/guardian refuses to allow their child to participate upon which the referral source would be notified immediately.</p>	
<p><b>6. Termination Process:</b> <i>Describe the termination process to include the staff responsible for making decisions and the criteria for a successful termination, satisfactory termination, unsuccessful completion and non-compliant termination.</i></p> <p>Referral sources and parent/guardian(s) will be notified by the Program Coordinator upon a participant's termination from the program.</p> <p>A successful or satisfactory termination will result when a juvenile has completed all Teen Court sentence</p>	

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	Teen Court
<p>requirements with no or relatively few problems.</p> <p>An unsuccessful termination will result if a juvenile fails to complete all necessary sentence mandates during the time allowed.</p> <p>A non-compliant termination will result when a juvenile and/or parent/guardian(s) refuses to participate in the program, as specified during the initial admissions visit.</p> <p><i>How is the referring agency involved with the termination process?</i></p> <p>The referring agency will be notified of all successful and satisfactory terminations after the fact. The referring agency will be notified before an unsuccessful or non-compliant termination is processed, and advised that the juvenile will be turned over to the referral source for further action, as necessary.</p>	
<p><b>7. Referring Agency Interaction:</b> <i>Describe the interaction with juvenile court counselors and/or other referring agencies including how client progress will be communicated.</i></p> <p>Referring agencies will be taught how to complete the Camden Youth Services Referral Form during the September 2014 meeting. The Program Coordinator will be available for all referral sources to call, email, or visit to answer questions or address concerns. Referrals may be mailed, e-mailed, faxed or delivered in person. Contact with referral sources will be on going throughout the duration of the youth's involvement in the program.</p>	
<p><b>8. Intervention/Treatment:</b> <i>Describe specifically what the component will do to redirect inappropriate youth behavior or how the component will address the identified needs of the youth and family. What interventions will typically be utilized in this component and how will parents/guardians be involved?</i></p> <p>Teen Court will provide defendants the opportunity to accept responsibility for their actions and to give back to the community through the completion of their constructive sentences. Learning that you will be held accountable for your actions gives youth the skills to recognize their choices and evaluate their behaviors. Parent/guardian(s) must agree to participate and be responsible for transporting their child to court and all scheduled sentence obligations, including workshops and Community Service, as applicable.</p>	
<p><b>9. Best Practice Model:</b> <i>Describe what model or evidence-supported/best practice the program is based upon.</i></p> <p>Teen Court is identified by the National Teen Court Association website as an effective diversion program from Juvenile Court. Since prior adjudications present the risk of future offending, a successful diversion to Teen Court may keep a juvenile from becoming adjudicated from the beginning.</p>	

SECTION II		COMPONENT STATISTICAL INFORMATION			
Multi-Components Yes					
Component Service Statistics		PROGRAM COMPONENT INFORMATION - APPLICATION YEAR			
Component Name: Camp BLUE (Building Leaders and Urging Excellence)				Component ID # 11143	
What is this component's maximum client capacity at any given time?				30	
Frequency of client contact per month:	12	Anticipated Average Length of Stay:	42	Days	
Total Component Cost:	\$29,817	+ by	Estimated # to be served during funding period:	30	
Estimated Average Cost Per Youth:			\$994		
Applies to continuation programs only.	Actual number of youth admitted last fiscal year:		45		
	0	number of admissions Juvenile Court referred	0% of total admissions		
	0	number of admissions Law Enforcement referred	0% of total admissions		

SECTION III	COMPONENT SUMMARY
<b>NAME OF COMPONENT:</b>	Camp BLUE (Building Leaders and Urging Excellence)
<p><b>1. Statement of the Problem:</b> <i>In concise terminology, describe how the program will address continuum need(s) in the county.</i></p> <p>There are children in Camden County that lack the social and interpersonal skills necessary to foster self-discipline and positive behaviors at home and in the community. These children are often left unattended during summer vacation from school and may lack necessary adult supervision. Camp BLUE will address the need for enrichment and skill building services in the summer months targeting juveniles with identified risk factors such as school behavior problems, academic failure or attendance issues, negative peer associations, and parental supervision challenges.</p>	
<p><b>2. Target Population:</b> <i>Describe the target population, including age, and the steps taken to insure that the target population is served.</i></p> <p>Camden County youth ages 6 to 17 (youth must have completed kindergarten and not graduate high school) are eligible for service. Youth ages 6 to 12 will be campers and youth ages 13 to 17 will be teen leaders in training. Priority placement will be given to those who exhibit at-risk behaviors as described above and/or those referred to the program from juvenile court counselors, SROs, school staff, parents or other community agencies.</p>	
<p><b>3. Program Goal(s):</b> <i>Provide a brief statement to describe the overall purpose of the program.</i></p> <p>Program participants will be provided with adult supervision and enrichment activities for six weeks during summer vacation from school. Participants will obtain life skills including communication skills, problem solving, impulse control and other vital social skills, have opportunities to participate in a Challenge-style day camp program where law enforcement, EMS and local first responders are regular volunteers to the program. Weekly and culminating enrichment activities will also reinforce skills obtained throughout the six week curriculum.</p>	
<p><b>4. Measurable Objective(s):</b> <i>State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.</i></p> <p>70% Clients will demonstrate improvement in targeted skills identified in the individual service plan.  70% Clients will have no new complaints with an offense date after the admission date.  70% Clients will successfully or satisfactorily complete services as intended by the program design/service plan.  70% Clients successfully/satisfactorily completing the program will have no new adjudications in the 12 months following completion.  70% Clients successfully/satisfactorily completing the program will have no new complaints in the 12 months following completion.  70% Clients will reduce specific problem behaviors presented at referral and targeted in the individual service plan.  70% Clients will have no new adjudications for a complaint with an offense date after the admission date.</p>	
<p><b>5. Elevated Risks and Needs:</b> <i>Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.</i></p> <p>Associations with delinquent peers will be addressed by providing participants with a safe, supervised environment to learn and interact with peers in a positive manner. Opportunities for interpersonal skill building and healthy relationship</p>	

<b>SECTION III</b>	<b>COMPONENT SUMMARY</b>
<b>NAME OF COMPONENT:</b>	Camp BLUE (Building Leaders and Urging Excellence
<p>formation are the foundation of program activities. Positive peer relationships are fostered and social competence is improved through participation in skill building activities. Skills sessions will also target school behavior and academic failure and encourage school connectedness.</p>	

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	Camp BLUE (Building Leaders and Urging Excellence)
<p><b>1. Location:</b> <i>List physical address(es) and describe where program services are delivered.</i></p>	<p>Camden Middle School, 248 Scotland Road, Camden, NC 27921 (gymnasium, cafeteria, trailers, outside playing fields). Other field trips may take place at various locations according to a published schedule, and resources available.</p>
<p><b>2. Operation:</b> <i>Describe the daily/weekly schedule of program operation.</i></p>	<p>The Day Camp will operate Monday - Friday from 9 AM to 3 PM for six consecutive weeks beginning July 1, 2015 and ending on August 7, 2015. Camp BLUE will provide a daily schedule of skills sessions and enrichment activities that will build upon itself every week through completion. The curriculum for Camp BLUE may come from a number of varied sources, however, all curriculum will be delivered in a cognitive and experiential manner: 1) Staff teach a new skill; 2) Staff model the new skill; 3) Campers practice the new skill; and 4) Campers transfer the knowledge to practical situations within the camp setting, at home, school and within the community.</p>
<p><b>3. Staff Positions:</b> <i>Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.</i></p>	<p>The position of Camden Youth Services Program Coordinator (full-time) prefers a Bachelor's degree in human services, or related field and minimal experience with juveniles and at-risk youth, or equivalent combination of education and experience.</p> <p>Staff positions: Day Camp will be administered by the Program Coordinator and up to 5 Camp Counselors, all of which must have a valid NC Driver's License and be certified in First Aid and CPR. Camp Counselors must be at least 18 years of age.</p> <p>The Program Coordinator will work to plan/coordinate all camp activities, hire/train counselors, enter and track all client information into NC Allies and ensure the safe implementation of all camp activities. They will interface regularly with parents to exchange information and provide status updates on participants. The 5 camp counselors will implement educational lessons daily, responsible for the care and supervision of the youth assigned to their group, act as a positive role model for youth, and adhere to the daily schedule as stated by the Program Coordinator.</p>
<p><b>4. Service Type SPEP:</b> <i>Describe implementation to include:</i></p>	<p>Primary Service - Challenge Programs; Secondary Service - None</p>
<p><b>5. Admission Process:</b> <i>Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.</i></p>	<p>The Camden Youth Services Program Coordinator will accept referrals for campers from Juvenile Court Counselors, SRO's, Mental Health professionals, school staff, other youth serving agencies and parents/guardians. Registration announcements are sent home through all Camden County Schools and to referral sources. Camper applications and enrollment forms are made available for pick-up at the Camden Sheriff's Office. Applications will not be accepted if the youth referred has been removed from this program in the past for inappropriate behavior or causing an unsafe atmosphere within the program.</p>
<p><b>6. Termination Process:</b> <i>Describe the termination process to include the staff responsible for making decisions and</i></p>	

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	Camp BLUE (Building Leaders and Urging Excellence)
<p><i>the criteria for a successful termination, satisfactory termination, unsuccessful completion and non-compliant termination.</i></p> <p>The Program Coordinator will enter information on all participating youth into the Client Tracking on NC Allies upon admission and will terminate upon completion of the program. No individual termination notifications will be made for Day Camp participants unless they have been referred by Juvenile Court Counselors or Mental Health Professionals. <i>How is the referring agency involved with the termination process?</i></p> <p>The referring agency will be notified of all successful and satisfactory terminations after the fact. The referring agency will be contacted before an unsuccessful or non-compliant termination is processed, as a courtesy.</p>	
<p><b>7. Referring Agency Interaction:</b> <i>Describe the interaction with juvenile court counselors and/or other referring agencies including how client progress will be communicated.</i></p> <p>Referring agencies will have an organizational meeting during the May 2014 JCPC meeting. The Program Coordinator will be available for all referral sources to call, email, or visit to answer any questions and to address concerns. Referrals may be mailed, e-mailed, faxed, or delivered in person. Contact with the referral sources, if applicable, will be on going during the duration of a youth's involvement in the program.</p>	
<p><b>8. Intervention/Treatment:</b> <i>Describe specifically what the component will do to redirect inappropriate youth behavior or how the component will address the identified needs of the youth and family. What interventions will typically be utilized in this component and how will parents/guardians be involved?</i></p> <p>The program is housed in the Camden Sheriff's Office, under the supervision of the County Sheriff. Therefore, this program will have the ability to utilize the resources of law enforcement and other government agencies as volunteers and mentors to the program. All curriculum presented will be age-appropriate and delivered utilizing the experiential learning model which is a cognitive approach. With the use of these resources, as well as others, the program will provide participants with opportunities to strengthen life skill development through curriculum, citizenship, leadership and community service activities. Participants who learn and strengthen life skills and participate in a group environment will be able to work together as a team and re-direct inappropriate behavior. The Program Coordinator will work with clients, their parents/guardian(s), and their school to identify any issue(s) that may need to be addressed per individual.</p>	
<p><b>9. Best Practice Model:</b> <i>Describe what model or evidence-supported/best practice the program is based upon.</i></p> <p>Camp BLUE is based on experiential learning theory which is a cognitive approach to skill internalization. In addition to teaching skills and practical knowledge to participants in a "teach-model-practice-transfer" learning environment, the local area in Camden and surrounding counties' will provide local services and recreational offerings. Other daily activities will include crafts that incorporate what we have learned and the provision of youth activities to take home and practice with their families each week will be standard in Camp BLUE.</p>	

SECTION V	Terms of Agreement
<p>This section of the JCPC Program Application will ONLY be completed if approved for funding and will be included in the required JCPC Program Agreement document for completion.</p> <p>This Agreement is entered into by and between Department of Public Safety, (<i>hereinafter referred to as the DPS</i>), and County, (<i>hereinafter referred to as the County</i>), the County's Juvenile Crime Prevention Council (<i>hereinafter referred to as the JCPC</i>) and (<i>hereinafter referred to as the Sponsoring Agency</i>).</p> <p>The DPS, the County, the JCPC and the Sponsoring Agency do mutually agree as follows:</p>	
<p><b>Term of Agreement</b></p>	
<p>This Agreement shall become effective _____ and shall terminate _____.</p>	
<p><b>Payment to Sponsoring Agency</b></p>	
<p>All parties agree that services will be delivered as described in the approved JCPC Program Agreement and that JCPC funds will be disbursed in an amount not to exceed the amount \$_____ for the term of this agreement, unless amended by an approved JCPC Program Agreement Revision.</p>	
<p><b>Availability of Funds:</b></p>	
<p>All parties to this Agreement agree and understand that the payment of the sums specified in this JCPC Program Agreement budget is dependent and contingent upon and subject to the appropriation, allocation, and availability of funds for this purpose to the DPS.</p>	
<p><b>Responsibilities of the Parties</b></p>	
<p>DPS shall:</p> <ol style="list-style-type: none"> <li>1. Disburse funds monthly to County Governments, for payment to the Sponsoring Agency, from the Juvenile Crime Prevention Council (JCPC) fund appropriation by the General Assembly;</li> <li>2. Reserve the right to suspend payment to the County for any non-compliance by the Sponsoring Agency with any reporting requirements set forth in the JCPC Policy and Procedures;</li> <li>3. Notify in writing the County and Sponsoring Agency immediately if payments are suspended and again once payments resume;</li> <li>4. Pay only for work as described in the JCPC Program Agreement provided by the Sponsoring Agency and approved subcontractors;</li> <li>5. Provide technical assistance, orientation and training to the Sponsoring Agency, the County and the JCPC;</li> <li>6. Monitor Sponsoring Agency's JCPC funded program(s) in accordance with JCPC Policy 3. Operations: Program Oversight and Monitoring; and</li> <li>7. Notify parties entering into this Agreement of all due dates in a timely manner in order for reports to be submitted by the established due date.</li> </ol>	

The Sponsoring Agency shall:

1. Comply with all laws, ordinances, codes, rules, regulations, and licensing requirements that are applicable to the conduct of its business, including those of Federal, State, and local agencies having jurisdiction and/or authority;
2. Comply with all Federal and State laws relating to equal employment opportunity;
3. Keep as confidential and not divulge or make available to any individual or organization without the prior written approval of the DPS any information, data, instruments, documents, studies or reports given to or prepared or assembled by the Sponsoring Agency under this Agreement;
4. Acknowledge that in receiving, storing, processing or otherwise dealing with any confidential information it will safeguard and not further disclose the information except as otherwise provided in this Agreement;
5. Comply with the Juvenile Crime Prevention Policy and Procedures established by the DPS and the North Carolina Administrative Procedures;
6. Secure local match as required, pursuant to 14B NCAC 11B.0105, for the approved JCPC funds;
7. Create and adopt individualized guidelines specific to the funded program, while also adhering to JCPC Policy and Procedures established by DPS for all JCPC funded programs and for the specific program type for which they receive funding;
8. Ensure that state funds received are spent in accordance with the approved JCPC Program Agreement and be accountable for the legal and appropriate expenditure of those state funds;
9. Maintain reports, records, and other information to properly document services rendered and outcomes; also maintain an ability to send and receive electronic communication;
10. Have the capacity to use DPS electronic, internet-based system for tracking clients served;
11. Use generally accepted accounting procedures that guarantee the integrity of the expenditure of JCPC funds, maintain reports, records, and other information to properly account for the expenditure of all State funds provided to the Sponsoring Agency;
12. Receive from the North Carolina Division of Revenue a refund of all sales and use taxes paid by them in the performance of the JCPC Program Agreement, pursuant to N.C.G.S. §105-164.14(c); and exclude all refundable sales and use taxes from all reportable expenditures before the expenses are entered in their reimbursement reports;
13. Submit JCPC Program Agreement Revisions, Third Quarter Accounting, Final Accounting and annual detailed check ledgers to the JCPC. These reports must be in accordance with the submission process as outlined in the JCPC Policy and Procedures established by DPS and with the due dates established by DPS;
14. Make personnel, reports, records and other information available to DPS, the County, the JCPC, and/or the State Auditor for oversight, monitoring and evaluation purposes;
15. Submit any other information requested by the JCPC, County or DPS;
16. Be responsible for the performance of all subcontractors as described in the JCPC Program Agreement;
17. Indemnifies and holds harmless DPS, the State of North Carolina, the County and any of their officers, agents and employees, from any claims of third parties arising out of any act or omission of the Sponsoring Agency in connection with the performance of the JCPC Program Agreement;
18. Receive permission and budgetary approval from DPS prior to using the JCPC Program Agreement as a part of any news release or commercial advertising and acknowledge DPS funding in partnership with the County;
19. Comply with DPS trainings and requirements regarding the United States Department of Justice national standards to prevent, detect, and respond to prison rape under the Prison Rape Elimination Act (PREA);

*Reference: 14B; Chapter 11; Subchapter B, and in compliance with JCPC Policy 2: Operations: Program Operational Requirements*

**Sponsoring Agency Contractor(s)/Subcontractors**

- Yes, subcontractors are included in the JCPC Program Agreement budget.  
 No, subcontractors are not included in the JCPC Program Agreement budget.

If yes, the following only applies when subcontractors are providing services as described in the JCPC Program Agreement (listed in Line Item 190 of the budget).

20. Receive prior approval from DPS in the form of an unsigned contract being submitted with the JCPC Program Agreement if any of the services described in the JCPC Program Agreement are provided by a subcontractor; *NOTE: Contracts signed by all parties must be submitted once the JCPC Program Agreement receives signed approval from DPS. Sponsoring Agencies will be notified requesting this information.*

21. Hold any contractor or subcontractor to which the Sponsoring Agency provides State funds accountable for the legal and appropriate expenditure of State funds, and to all applicable laws and Juvenile Crime Prevention Council Policies and Procedures;

22. Ensure that all subcontractors provide all information necessary to comply with the standards set forth in the JCPC Program Agreement; and

23. Be deemed an independent contractor in the performance of services described in the JCPC Program Agreement and as such shall be wholly responsible for the services to be performed and for the supervision of its employees. The Sponsoring Agency represents that it has, or shall secure at its own expense, all personnel required in performing the services as described in the JCPC Program Agreement. Such employees shall not be employees of, or have any individual contractual relationship with, DPS;

The JCPC shall:

1. Ensure the Sponsoring Agency uses JCPC funds for only the purposes DPS has approved in JCPC Program Agreement or JCPC Program Agreement Revision(s);
2. Comply with the Juvenile Crime Prevention Policy and Procedures established by DPS and the North Carolina Administrative Code; N.C.G.S. §143B-801(a);143B-602;143B-851
3. Review and locally approve Program Agreement Revisions received from the Sponsoring Agency and submit to the County in a timely manner;
4. Review and locally approve Third Quarter Accounting forms and submit to the County in order to meet the due date established by DPS;
5. Submit any other information requested by the County or DPS; and
6. Monitor the Sponsoring Agency's currently funded JCPC program(s) in accordance with JCPC Policy 3. Operations: Program Oversight and Monitoring

*Reference: 14B NCAC 11B.0202 and JCPC Policy 1, 7, 8, 9, 10, and 11.*

The County shall:

1. Ensure the Sponsoring Agency is appropriately licensed, and either a public agency or a 501 (c) 3 private non-

profit organization;

2. Use JCPC funds only for the purposes DPS has approved in program agreements or program agreement revisions;
3. Disburse JCPC funds monthly and oversee JCPC funds to the Sponsoring Agency in accordance with 14B NCAC 11B.0108
4. Comply with the Juvenile Crime Prevention Policy and Procedures established by DPS and the North Carolina Administrative Procedures;
5. Review and locally approve Program Agreement Revisions received from the Sponsoring Agency for final approval from DPS; and
6. Review and locally approve Third Quarter and Final Accounting forms for the JCPC and all JCPC funded programs according to the procedures and due dates established by DPS.

*Reference: 14B; Chapter 11; Subchapter B; JCPC Policy 3, 7, 8, 9, 10, and 11*

**Headings:** The Section and Paragraph headings in these General Terms and Conditions are not material parts of the agreement and should not be used to construe the meaning thereof.

**Choice of Law:** The validity of this Program Agreement and any of its terms or provisions, as well as the rights and duties of the parties to this Program Agreement, are governed by the laws of North Carolina. The parties, by signing this Program Agreement, agree and submit, solely for matters concerning this Program Agreement, to the exclusive jurisdiction of the courts of North Carolina and agree, solely for such purpose, that the exclusive venue for any legal proceedings shall be Wake County, North Carolina. The place of this Program Agreement and all transactions and agreements relating to it, and their situs and forum, shall be Wake County, North Carolina, where all matters, whether sounding in Program Agreement or tort, relating to the validity, construction, interpretation, and enforcement shall be determined.

**Assignment:** No assignment of the Sponsoring Agency's obligations or the Sponsoring Agency's right to receive payment hereunder shall be permitted. However, upon written request approved by the issuing purchasing authority, DPS may:

(a) Forward the Sponsoring Agency's payment check(s) directly to any person or entity designated by the Program Manager, or

(b) Include any person or entity designated by Sponsoring Agency as a joint payee on the Sponsoring Agency's payment check(s).

In no event shall such approval and action obligate DPS or County Government to anyone other than the Sponsoring Agency and the Sponsoring Agency shall remain responsible for fulfillment of all Program Agreement obligations.

**Beneficiaries:** Except as herein specifically provided otherwise, this Program Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors. It is expressly understood and agreed that the enforcement of the terms and conditions of this Program Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to DPS, the County Government, and the Sponsoring Agency. Nothing contained in this document shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of DPS and County Government that any such person or entity, other than DPS or the County Government, or the Sponsoring Agency receiving services or benefits under this Program Agreement shall be deemed an incidental beneficiary only.

#### **Property Rights**

**Intellectual Property** - All deliverable items produced pursuant to this Program Agreement are the exclusive property of DPS. The Sponsoring Agency shall not assert a claim of copyright or other property interest in such deliverables.

**Physical Property** - the Sponsoring Agency agrees that it shall be responsible for the proper custody and care of any property purchased for or furnished to it for use in connection with the performance of this Program Agreement and will reimburse DPS for loss of, or damage to, such property. At the termination of this Program Agreement, the Sponsoring Agency, County Government, and JCPC shall follow the guidelines for disposition of property set forth in Administrative Code and JCPC policy.

*Reference: 14B NCAC 11B.0110; JCPC Policy 7. Fiscal Accounting and Budgeting: Audit Requirements*

#### **Disbursements and Internal Controls**

#### **Reversion of Unexpended Funds**

Any remaining unexpended JCPC funds DPS disbursed to the County for the Sponsoring Agency must be refunded/ reverted back to DPS at the close of fiscal year or upon termination of this Agreement.

#### **Accountability for Funds**

##### **Audit Requirement - Local Government or Public Authority Requirements**

Local Government or Public Authorities in accordance with N.C.G.S. §159-34 must have an audit performed in conformity with generally accepted auditing standards. The audit shall evaluate the performance of a unit of local government or public authority with regard to compliance with all applicable Federal and State agency regulations. This audit, combined with the audit of financial accounts, shall be deemed to be the single audit described by the "Federal Single Audit Act of 1984".

**Audit Requirement – Non-Governmental Entities:** An audit, when required by law, or requested by the County or DPS shall be performed in conformity with generally accepted auditing standards and audits of non-governmental entities, both for-profit and not-for-profit, and must meet the requirements of OMB Circular A-133. At a minimum, the required report shall include the financial statements prepared in accordance with generally accepted accounting principles, all disclosures in the public interest required by law, and the auditor's opinion and comments relating to financial statements. The audit report must be submitted to the State Auditor's office as required by law, to the County and DPS, and to other recipients as appropriate within nine (9) months after the end of your program's fiscal year.

**Oversight**

**Access to Persons and Records:** The State Auditor shall have access to persons and records as a result of all Program Agreements entered into by State agencies or political subdivisions in accordance with N.C.G.S. §147-64.7. Additionally, as the State funding authority, DPS shall have access to persons and records as a result of all Program Agreements entered into by State agencies or political subdivisions.

**Record Retention:** Records shall not be destroyed, purged or disposed of without the express written consent of DPS. State basic records retention policy requires all records to be retained for a minimum of five years or until all audit exceptions have been resolved, whichever is longer. If the Program Agreement is subject to Federal policy and regulations, record retention may be longer than five years since records must be retained for a period of three years following submission of the final Federal Financial Status Report, if applicable, or three years following the submission of a revised final Federal Financial Status Report. Also, if any litigation, claim, negotiation, audit, disallowance action, or other action involving this Program Agreement has been started before expiration of the five-year retention period described above, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular five-year period described above, whichever is later.

**No Overdue Tax Debt -Not for profit organizations ONLY will comply with this section. Form must be attached to the Program Agreement upon submission.**

The Sponsoring Agency shall be responsible for the payment of all State, local, and Federal taxes. Consistent with N. C.G.S. § 143C-6-23 (c), not for profit organizations shall file with DPS and the County a written statement completed by that Sponsoring Agency's board of directors or other governing body, stating that the Sponsoring Agency does not have any overdue tax debts, as defined by N.C.G.S. 105-243.1, at the Federal, State, or local level. This written statement, *Certification of No Overdue Tax Debts*, shall be completed by the Sponsoring Agency and attached to the Program Agreement upon submission.

**Conflict of Interest –Not for profit organizations ONLY will comply with this section. Form must be attached to the Program Agreement upon submission.**

Consistent with the N.C.G.S. §143C-6-23 (b), not for profit organizations shall file with DPS and the County a copy of that Sponsoring Agency's policy addressing conflicts of interest that may arise involving the Sponsoring Agency's management employees and the members of its board of directors or other governing body. The policy shall address situations in which any of these individuals may directly or indirectly benefit, except as the Sponsoring Agency's employees or members of its board or other governing body, from the Sponsoring Agency's disbursing of State funds and shall include actions to be taken by the Sponsoring Agency or the individual, or both to avoid conflicts of interest and the appearance of impropriety. The policy shall be filed before the County or DPS may disburse any funds. The Sponsoring Agency shall also complete the DPS Conflict of Interest Policy Statement (*Form DPS 13 001*) and attach the statement and the Sponsoring Agency's policy addressing conflicts of interest to the JCPC Program Agreement upon submission.

**Amendment:** This Agreement may not be amended orally or by performance. Any amendment must be requested by the Sponsoring Agency through submission of a JCPC

Program Agreement Revision and executed by duly authorized representatives of DPS, the County Government, JCPC and Sponsoring Agency.

**Severability:** In the event that a court of competent jurisdiction holds that a provision or requirement of this Program Agreement violates any applicable law, each such provision or requirement shall continue to be enforced to the extent it is not in violation of law or is not otherwise unenforceable and all other provisions and requirements of this Program Agreement shall remain in full force and effect.

**Termination for Cause:** If, through any cause, the Sponsoring Agency shall fail to fulfill its obligations under this Program Agreement in a timely and proper manner, DPS shall have the right to terminate this Program Agreement by giving written notice to the Sponsoring Agency and specifying the effective date thereof. In that event, all finished or unfinished deliverable items prepared by the Sponsoring Agency under this Program Agreement shall, at the option of DPS, become its property and the Sponsoring Agency shall be entitled to receive just and equitable compensation for any satisfactory work completed on such materials, minus any payment or compensation previously made. Notwithstanding the foregoing provision, the Sponsoring Agency shall not be relieved of liability to DPS for damages sustained by DPS by virtue of the Sponsoring Agency's breach of this agreement, and DPS may withhold any payment due the Sponsoring Agency for the purpose of setoff until such time as the exact amount of damages due DPS from such breach can be determined. The filing of a petition for bankruptcy by the Sponsoring Agency shall be an act of default under this Program Agreement.

**Termination without Cause:** DPS, the County Government, or the Sponsoring Agency may terminate this Agreement at any time and without cause by giving at least thirty (30) days advance written notice to the other. If this Program Agreement is terminated by DPS as provided herein, the Sponsoring Agency shall be reimbursed on a pro rata basis for services satisfactorily provided to DPS under this Program Agreement prior to Program Agreement termination.

**Waiver of Default:** Waiver by DPS of any default or breach in compliance with the terms of this Program Agreement by the Sponsoring Agency shall not be deemed a waiver of any subsequent default or breach and shall not be construed to be modification of the terms of this Program Agreement unless stated to be such in writing, signed by an authorized representative of DPS, County Government, the JCPC and the Sponsoring Agency and attached to the Program Agreement.

**Force Majeure:** Neither party shall be deemed to be in default of its obligations hereunder if and so long as it is prevented from performing such obligations by any act of war, hostile foreign action, nuclear explosion, riot, strikes, civil insurrection, earthquake, hurricane, tornado, or other catastrophic natural event or act of God.

**Survival of Promises:** All promises, requirements, terms, conditions, provisions, representations, guarantees, and warranties contained herein shall survive the Program Agreement expiration or termination date unless specifically provided otherwise herein, or unless superseded by applicable Federal or State statutes of limitation.

**END OF SECTION V – Terms of Agreement**

<b>SECTION VI: BUDGET NARRATIVE</b>			
<b>Camden County Youth Services</b>		<b>Fiscal Year</b>	<b>FY 15-16</b>
<b>Item #</b>	<b>Justification</b>	<b>Expense</b>	<b>In Kind Expense</b>
120	Salaries - Full Time Program Coordinator	\$26,824	
120	4 Day Camp Counselors (\$8.50/hour - pending experience x 40 hours x 6.5 weeks)	\$10,108	
180	Workmen's Compensation (Full-Time Program Coordinator & Part-Time Camp Staff)	\$1,105	
180	Insurance (\$664/month/12 months)	\$7,968	
180	401(K) - Full Time Program Coordinator	\$1,342	
180	Unemployment Insurance	\$308	
180	Retirement	\$1,897	
180	FICA/Medicare (Full-Time Program Coordinator & Part-Time Camp Staff)	\$2,770	
190	Program Administration - County Finance Officer (5% salary)		\$3,000
190	Program Administration - County Sheriff (10% salary)		\$5,855
210	Household and Office Space Cleaning @\$30/month		\$360
220	Food - Out of School Activities/Incentive Activities	\$1,400	
230	Educational Materials (Participant Training Materials and expense)	\$600	
250	Vehicle Supplies (Gas and Maintenance)	\$2,500	
280	Utilities and Water	\$0	
310	Travel for Program Staff (\$0.55/mile)	\$1,500	
320	Communications - Phone & Postage	\$540	
370	Advertising in Local Paper	\$80	
390	Other Services - Teen Court activity; mock trial expense	\$200	
390	Audit Expense prorated portion to the program	\$200	
390	Other Services - CROWN Kids/BEARS activities \$100/mo x 12 month; special activities and field trips \$2143	\$3,343	
390	Other Services - Victim restitution	\$400	
390	Other Services - Camden Camp B.L.U.E (Building Leaders and Urging Excellence) activities	\$2,742	
410	Office Space (\$10/square foot x 100 square feet)		\$1,000
410	Classroom Space at Camden Middle School (\$10/square foot x 200 square foot)		\$2,000
450	Insurance - Liability, Activity, Vehicle	\$1,250	
<b>TOTAL</b>		<b>\$67,077</b>	<b>\$12,215</b>

<b>Job Title</b>	<b>Annual Expense</b>	<b>Annual In Kind</b>
------------------	-----------------------	-----------------------

	<b>Wages</b>	<b>Wages</b>
Program Coordinator	\$26,824	
4 Day Camp Counselors	\$10,108	
<b>TOTAL</b>	<b>\$36,932</b>	

**SECTION VII**

Program: Camden County Youth Services

Fiscal Year: FY 15-16

Number of Months: 12

	Cash	In Kind	Total
<b>I. Personnel Services</b>	<b>\$52,322</b>	<b>\$8,855</b>	<b>\$61,177</b>
120 Salaries & Wages	\$36,932		\$36,932
180 Fringe Benefits	\$15,390		\$15,390
190 Professional Services*		\$8,855	\$8,855
*Contracts MUST be attached			
<b>II. Supplies &amp; Materials</b>	<b>\$4,500</b>	<b>\$360</b>	<b>\$4,860</b>
210 Household & Cleaning		\$360	\$360
220 Food & Provisions	\$1,400		\$1,400
230 Education & Medical	\$600		\$600
240 Construction & Repair			\$0
250 Vehicle Supplies & Materials	\$2,500		\$2,500
260 Office Supplies and Materials			\$0
280 Heating & Utility Supplies	\$0		\$0
290 Other Supplies and Materials			\$0
<b>III. Current Obligations &amp; Services</b>	<b>\$9,005</b>		<b>\$9,005</b>
310 Travel & Transportation	\$1,500		\$1,500
320 Communications	\$540		\$540
330 Utilities			\$0
340 Printing & Binding			\$0
350 Repairs & Maintenance			\$0
370 Advertising	\$80		\$80
380 Data Processing			\$0
390 Other Services	\$6,885		\$6,885
<b>IV. Fixed Charges &amp; Other Expenses</b>	<b>\$1,250</b>	<b>\$3,000</b>	<b>\$4,250</b>
410 Rental or Real Property		\$3,000	\$3,000
430 Equipment Rental			\$0
440 Service and Maint. Contracts			\$0
450 Insurance & Bonding	\$1,250		\$1,250
490 Other Fixed Charges			\$0
<b>V. Capital Outlay</b>			<b>\$0</b>
<b>[This Section Requires Cash Match]</b>			
510 Office Furniture & Equipment			\$0
530 Educational Equipment			\$0
540 Motor Vehicle			\$0
550 Other Equipment			\$0
580 Buildings, Structure & Improv.			\$0
<b>Total</b>	<b>\$67,077</b>	<b>\$12,215</b>	<b>\$79,292</b>

SECTION VIII		SOURCES OF PROGRAM REVENUE (ALL SOURCES)	
FY 15-16 Camden County Funding ID: 715-XXXX			
Sponsoring Agency: Camden County Program: Camden County Youth Services			
\$51,907	DPS/JCPC Funds	* This is the amount of your request on your application	
<u>20%</u>	Local Match Rate	Is the Local Match Rate 10%, 20% or 30%?	
\$15,170	County Cash	Camden County	(Specify Source)
	Local Cash		(Specify Source)
	Local Cash		(Specify Source)
\$12,215	Local In-Kind	Camden Co/Coop. Extension	(Specify Source)
	Other		(Specify Source)
<u>\$79,292</u>	<b>TOTAL</b>	<u>\$10,381</u>	<u>\$27,385</u>
		Required Local Match	Match Provided

We, the undersigned, have reviewed this JCPC Program Application to be presented to the Juvenile Crime Prevention Council of this County in accordance with the procedures established by the local Juvenile Crime Prevention Council. Agencies seeking funding must be able to meet the applicable requirements of the North Carolina General Statutes, Administrative Code, and the Division of Adult Correction and Juvenile Justice.

We understand and acknowledge that the approval process is first with the Juvenile Crime Prevention Council, second with the County Board of Commissioners, and the final authority with the Department of Public Safety, Division of Adult Correction and Juvenile Justice.

All parties understand that the availability of funds is contingent upon the appropriation of those funds by the General Assembly of the State of North Carolina.

<b>Chair, County Board of Commissioners or County Finance Director</b>	<b>Date</b>
<b>Chair, Juvenile Crime Prevention Council</b>	<b>Date</b>
Michael Renshaw	3/13/15
<b>Program Manager</b>	<b>Date</b>

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

**Item Number: 4.C**

**NEW BUSINESS**

**Meeting Date: April 6<sup>th</sup>, 2015**  
**Attachments: 2 (7 Page)**  
**Submitted By: Lisa Anderson, Tax Administrator**

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

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

**SUMMARY:**

**Monthly Tax Report for February 2015**

**RECOMMENDATION:**

**Review & Approve**

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

**OUTSTANDING TAX DELINQUENCIES BY YEAR**

<b><u>YEAR</u></b>	<b><u>REAL PROPERTY</u></b>	<b><u>PERSONAL PROPERTY</u></b>
2014	428,327.36	13,277.46
2013	115,028.40	11,418.76
2012	41,395.91	13,730.78
2011	20,977.68	10,983.62
2010	20,763.53	6,472.66
2009	7,623.30	6,080.07
2008	6,133.35	6,354.62
2007	6,133.10	9,853.28
2006	2,119.03	14,493.82
2005	1,690.71	26,536.96

TOTAL REAL PROPERTY TAX UNCOLLECTED	650,192.37
TOTAL PERSONAL PROPERTY UNCOLLECTED	119,202.03
TEN YEAR PERCENTAGE COLLECTION RATE	98.87%
COLLECTION FOR 2015 vs. 2014	142,644.37 vs. 115,803.48

**LAST 3 YEARS PERCENTAGE COLLECTION RATE**

2014	93.49%
2013	98.20%
2012	99.23%

**THIRTY LARGEST UNPAID ACCOUNTS**

**SEE ATTACHMENT "A"**

**THIRTY OLDEST UNPAID ACCOUNTS**

**SEE ATTACHMENT "B"**

**EFFORTS AT COLLECTION IN THE LAST 30 DAYS**

**ENDING February 2015**  
**BY TAX ADMINISTRATOR**

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

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-7080-00-17-0129.0000	29,258.43	1	CAMDEN SQUARE ASSOCIATES	SOUTH MILLS	
R	03-8971-00-12-0477.0000	18,454.38	1	GILBERT WAYNE OVERTON &	SHILOH	187 THOMAS POINT RD
R	01-7979-00-61-7358.0000	13,979.14	1	POTOMAC TIMBER INVESTMENTS #17	SOUTH MILLS	HORSESHOE RD
R	01-7989-00-01-1714.0000	9,660.86	1	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8923-00-19-3774.0000	9,070.52	1	HALSTEAD VENTURE PARTNERS, LLC	CAMDEN	431 158 US W
R	02-8944-00-31-2148.0000	7,239.15	1	CARL HARRINGTON	CAMDEN	150 SAND HILLS RD
R	03-8899-00-45-2682.0000	7,095.06	1	SEAMARK INC.	SHILOH	HOLLY RD
R	02-8934-01-17-4778.0000	7,030.98	1	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	01-7998-01-08-8621.0000	6,199.91	2	WILLIE L. TURNER ETAL	SOUTH MILLS	1289 343 HWY N
R	03-8961-00-58-4506.0000	5,953.06	1	WARREN DEAN RIGGS	SHILOH	110 DRIFTWOOD DR
R	03-8972-00-51-8423.0000	5,904.26	1	BRITTON OVERTON	SHILOH	103 WESLEY RD
R	02-8945-00-54-1099.0000	5,709.69	1	GERTIE LEE & JONOLA T ROUNTREE	CAMDEN	263 BELCROSS RD
R	02-8944-00-87-4715.0000	5,430.92	1	MARK M. BRIGMAN SR & LISA L.	CAMDEN	175 MCKIMMEY RD
R	03-8943-04-74-3506.0000	5,428.11	1	ELLIOTT & DONNA JACOBS	SHILOH	117 SUNSET AVE
R	03-8953-04-81-9832.0000	5,259.29	3	MAIDIA S. CECIL HEIRS	SHILOH	113 TROTMAN RD
R	01-8000-00-36-9596.0000	5,160.52	1	EULA B. JOYNER	SOUTH MILLS	TROTTERS WAY
R	02-8934-01-18-6001.0000	4,988.61	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
R	02-8945-00-41-2060.0000	4,405.88	1	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHELL RD
R	01-7999-00-02-7813.0000	4,287.46	3	DINA TERESA NANNEY	SOUTH MILLS	112 PINE RIDGE DR
R	03-8952-01-39-5259.0000	4,081.98	1	CHARLES RAY SAWYER	SHILOH	156 WALSTON LN
R	03-8990-00-08-7291.0000	4,066.47	1	JAMES E RHODES	SHILOH	111 CATALAN DR
R	03-8943-04-83-8536.0000	3,973.23	1	JONES FAMILY CHILDRENS TRUST	SHILOH	125 CAMDEN AVE
R	03-8889-00-48-0580.0000	3,863.73	1	HECTOR C. PALALAY & MILAGROS O	SHILOH	113 SAILBOAT RD
R	02-8935-04-63-0820.0000	3,862.99	1	BELCROSS PROPERTIES, LLC	CAMDEN	197 158 US E
R	02-8936-00-21-4428.0000	3,791.57	2	CAROLYN MCDANIEL	CAMDEN	SCOTLAND RD
R	02-8955-00-26-8802.0000	3,622.40	1	KIMBERLY S MUTTA	CAMDEN	290 NORTH RIVER RD
R	03-8952-01-49-1090.0000	3,621.40	1	DRACHMA, INC & SIMSON BAAI, LLC	SHILOH	343 HWY S
R	02-8943-01-26-1507.0000	3,587.53	1	ROBERT L. & MACY O. WELSH	CAMDEN	109 CANAL ST
R	01-7080-00-62-1977.0000	3,495.60	8	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-8965-00-44-7928.0000	3,394.21	1	WHALON & KATHLEEN MCCULLEN	SHILOH	404 SANDY HOOK RD

03/02/15 09:44:49

Delinquencies Top-30 Unpaid

Attachment "A"  
Road

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	03-8899-00-45-2682.0000	10	7,095.06	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7998-01-08-8621.0000	10	6,199.91	WILLIE L. TURNER ETAL	SOUTH MILLS	1289 343 NC N
R	03-8943-04-93-8214.0000	10	2,287.69	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7999-00-32-3510.0000	10	1,928.53	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	03-8952-00-95-8737.0000	10	1,908.86	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7090-00-60-5052.0000	10	962.62	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8955-00-13-7846.0000	10	659.94	MARIE MERCER	CAMDEN	IVY NECK RD
R	02-8936-00-24-7426.0000	10	633.65	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	03-9809-00-45-1097.0000	10	260.40	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	01-7090-00-95-5262.0000	10	255.08	JOHN F. SAWYER HEIRS	SOUTH MILL	OLD SWAMP RD
R	03-8980-00-61-1968.0000	10	218.26	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	03-9809-00-17-2462.0000	10	141.61	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	02-8945-00-41-2060.0000	9	4,405.88	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHELL RD
R	01-7999-00-12-8596.0000	9	1,623.08	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1954.0000	9	1,129.11	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	03-8899-00-37-0046.0000	9	162.23	ELIZABETH LONG	SHILOH	HIBISCUS
R	01-7989-00-01-1714.0000	8	9,660.86	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	01-7080-00-62-1977.0000	8	3,495.60	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	02-8934-04-71-8470.0000	8	2,749.90	JAMES MILTON JONES ETAL	CAMDEN	267 COUNTRY CLUB RD
R	01-7988-00-91-0179.0001	8	1,918.10	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	02-8935-01-19-4055.0000	8	1,219.71	ANDERSON CARTWRIGHT SR.	CAMDEN	271 SLEEPY HOLLOW RD
R	01-7988-00-14-1370.0000	8	847.10	ISAAC COSTON	SOUTH MILLS	NORTH SIDE RD
R	02-8935-03-40-3652.1000	8	782.56	HOWARD DAVENPORT	CAMDEN	117 GUMBERRY RD
R	03-8962-00-50-0273.0000	8	764.31	DAISEY WILLIAMS BURNHAM	SHILOH	RAYMONS CREEK RD
R	01-7998-00-57-2800.1000	8	427.45	TINA RENEE LEARY	SOUTH MILLS	111 LINTON RD
R	01-7989-04-60-1568.0000	7	965.01	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	03-8971-00-12-0477.0000	6	18,454.38	GILBERT WAYNE OVERTON &	SHILOH	187 THOMAS POINT RD
R	02-8945-00-54-1099.0000	6	5,709.69	GERTIE LEE & JONOLA T ROUNTREE	CAMDEN	263 BELCROSS RD
R	03-8953-04-81-9832.0000	6	5,259.29	MAIDIA S. CECIL HEIRS	SHILOH	113 TROTMAN RD
R	03-8990-00-08-7291.0000	6	4,066.47	JAMES E RHODES	SHILOH	111 CATALAN DR

03/02/15 09:44:50

Delinquencies Top-30 Oldest

Attachment "B"  
 1 Read

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0000640	2,525.31	1	AMERICAN TOWER CORP		
P	0001709	1,531.32	6	JOHN MATTHEW CARTE	CAMDEN	158 HWY
P	0002482	1,349.80	1	MASTEC NORTH AMERICA	CAMDEN	
P	0001046	1,110.60	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	1,092.13	4	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001538	798.61	7	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0002342	789.69	1	ASSOCIATED TAX APPRAISERS		
P	0001072	778.93	10	PAM BUNDY	SHILOH	105 AARON DR
P	0001546	749.77	4	GEORGE ROWLAND	CAMDEN	431 158 US W
P	0001883	655.29	4	DUNG LE TRAN	SHILOH	255 SAILBOAT ROAD
P	0001739	655.07	4	COAST TO COAST POWDER COATING	CAMDEN	330 158 HWY E
P	0001827	652.02	1	KAREN BUNDY	CAMDEN	431 158 US W
P	0001695	547.68	3	GARY STEWART ELKINS	CAMDEN	150 158 HWY W
P	0000295	494.29	2	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000659	479.52	1	RICKY'S WELDING, INC.	SHILOH	864 SANDY HOOK RD
P	0000352	443.65	9	ROBERT F. NERNEY	ELIZABETH CITY	107 SMALL DRIVE
P	0001230	411.11	3	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001116	409.86	4	AL JORDAN	CAMDEN	390 158 HWY W
P	0000846	405.20	3	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0001905	340.08	4	AAR CORPORATION ETAL	SOUTH MILLS	211 FLYING TIGER RD
P	0000248	326.53	10	ROBERT H. OWENS	CAMDEN	363 # 15
P	0001227	322.05	9	THUAN NGOC TRAN	SHILOH	257 SAILBOAT RD
P	0000956	314.49	10	HUNG PHI LE	SHILOH	103 EDGEWATER DR
P	0000297	312.24	2	ADAM D. & TRACY J.W. JONES	SHAWBORO	114 GARRINGTON ISLAND
P	0000010	278.61	8	SPRINT NEXTEL CORPORATION	OVERLAND PARK	
P	0000256	270.00	8	JAMES E. NASH	SOUTH MILLS	1097 343 HWY N
P	0001703	270.00	1	VAN ZANDER	MOYOCK	812 TULLS CREEK RD
P	0001672	268.26	5	DAVE SILVA	CAMDEN	390 158 HWY
P	0001693	261.90	6	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0002194	251.03	1	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S

03/02/15 09:45:22

Delinquencies Top-30 Unpaid

Attachment "A"  
Personal

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001046	10	1,110.60	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	10	1,092.13	LESLIE ETHERIDGE JR	CAMDEN	
P	0001072	10	778.93	PAM BUNDY	SHILOH	105 AARON DR
P	0000248	10	326.53	ROBERT H. OWENS	CAMDEN	363 # 15
P	0000956	10	314.49	HUNG PHI LE	SHILOH	103 EDGEWATER DR
P	0001220	10	219.05	KIMBERLY DIANE JOHNSON	SOUTH MILLS	172 KEETER BARN RD
P	0000837	10	139.42	DUC MINH LE		
P	0000316	10	122.12	JAMES P. JONES	CAMDEN	142 SANDHILLS RD
P	0000352	9	443.65	ROBERT F. NERNEY	ELIZABETH CITY	107 SMALL DRIVE
P	0001227	9	322.05	THUAN NGOC TRAN	SHILOH	257 SAILBOAT RD
P	0001106	9	239.24	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0000010	8	278.61	SPRINT NEXTEL CORPORATION	OVERLAND PARK	
P	0000256	8	270.00	JAMES E. NASH	SOUTH MILLS	1097 343 HWY N
P	0001538	7	798.61	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001545	7	160.66	LOUIS RUGGERI	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001540	7	120.95	DAVID LUKE	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001709	6	1,531.32	JOHN MATTHEW CARTE	CAMDEN	158 HWY
P	0001672	6	268.26	DAVE SILVA	CAMDEN	158 HWY
P	0001693	6	261.90	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001673	6	177.05	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0001827	5	652.02	KAREN BUNDY	CAMDEN	431 158 US W
P	0001250	5	247.91	MICHELE LEE TAYLOR	SOUTH MILLS	108 BINGHAM RD
P	0001910	5	155.91	JEFFREY GEGAN	CAMDEN	379 COUNTRY CLUB RD
P	0001546	4	749.77	GEORGE ROWLAND	CAMDEN	431 158 US W
P	0001883	4	655.29	DUNG LE TRAN	SHILOH	255 SAILBOAT ROAD
P	0001739	4	655.07	COAST TO COAST POWDER COATING	CAMDEN	330 158 HWY E
P	0001116	4	409.86	AL JORDAN	CAMDEN	390 158 HWY W
P	0001905	4	340.08	AAR CORPORATION ETAL	SOUTH MILLS	211 FLYING TIGER RD
P	0000421	4	227.73	CLARENCE MUNDEN	CAMDEN	
P	0002081	4	217.24	ROBERT VERNON BRAY	CAMDEN	120 LAUREN LANE

03/02/15 09:45:22

Delinquencies Top-30 Oldest

Attachmnet "B"  
Personal

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

**Item Number:** 4.D

**New Business**

**Meeting Date:** April 6, 2015  
**Attachments:** 4 (8 Pages)  
**Submitted By:** Michael Renshaw, County Manager

**ITEM TITLE:** Camden Museum Track Lighting Proposal

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

**SUMMARY:**

In consultation with the Camden Museum Planning Committee and Museum of the Albemarle staff, the County Manager requested bids for 120V LED track lighting for the Camden History Museum. Museum lighting specialists with the Museum of the Albemarle assisted the Camden Museum Planning Committee in developing specifications for the required track lighting. A total of two project bids for the associated lighting equipment and hangars were received (included in the Board packet). Triangle Electrical Associates for Manufacturers submitted a bid in the amount of \$4,263 excluding shipping costs and tax. Rexel has submitted a bid in the amount of \$5,328.75.

In addition to the purchase of the above required lighting hardware, the County Manager also requested bids for the installation of this equipment from licensed electrical contractors. Two bids for this installation were received. The first installation bid was submitted by Kight Electric in the amount of \$475. The second bid was submitted by Coker Electric in the amount of \$1,200.

**RECOMMENDATION:**

The County Manager recommends that the Board of Commissioners award the purchase of the required track lighting equipment to Triangle Electrical Associates for Manufacturers in the amount of \$4,263. The County Manager further recommends that the Board award the installation of this track lighting equipment to Kight Electric in the amount of \$475.

Date: Mar 4, 2015

Quote: TEAM-GREENVILLE15-2013-1

# Quote

Page 1/1



T.E.A.M. - Greenville  
 2410 S. Memorial Dr.  
 Greenville NC 27834  
 Phone: (252) 756-9932  
 Fax: (252) 756-9653  
**From: Terry Ramos**  
**Quoter Ph:**  
**email: terry@teamgreenville.com**

**Project** CAMDEN CO MUSEUM -  
**Location** CAMDEN CO NC  
**Quote** TEAM-GREENVILLE15-2013-1

**To:** DAVID CREDLE  
 EMail: dcredle@camdencountync.gov

**For**  
**Bid Date** Mar 4, 2015  
**Expires** Apr 3, 2015

QTY	Type	MFG	Part
15	HD	LSI	SSL238-00W
15	LP	GC	19PAR38G3DIM/830NF25

**SUBTOTAL** **\$3,075.00**

Note	QTY	Type	MFG	Part	Description
	7	TRK	LSI	32320	8FT 2CKT WHITE SURFACE
	1	TRK	LSI	32300/30311	END FEED CANOPY
	3	TRK	LSI	30303	END CAP
	7	TRK	LSI	30325	SURFACE HANGER CLIPS
	2	TRK	LSI	32305/30312	90ELBO FEED CANOPY
	3	TRK	LSI	32311	MINI JOYNER

**SUBTOTAL** **\$1,188.00**

**Total:** **\$4,263.00**

**Notes:**  
 PLUS UPS AND SALES TAX

PRICE BASED ON CREDIT CARD TRANSACTION ONLY  
 FOR DIRECT PURCHASE

LAMP TO BE TESTED BY LSI FOR PROPER HEAT  
 DISSIPATION

ADDERS:  
 C995 SPREAD LENS: 24.00E

C990 SPREAD LENS: 24.00E

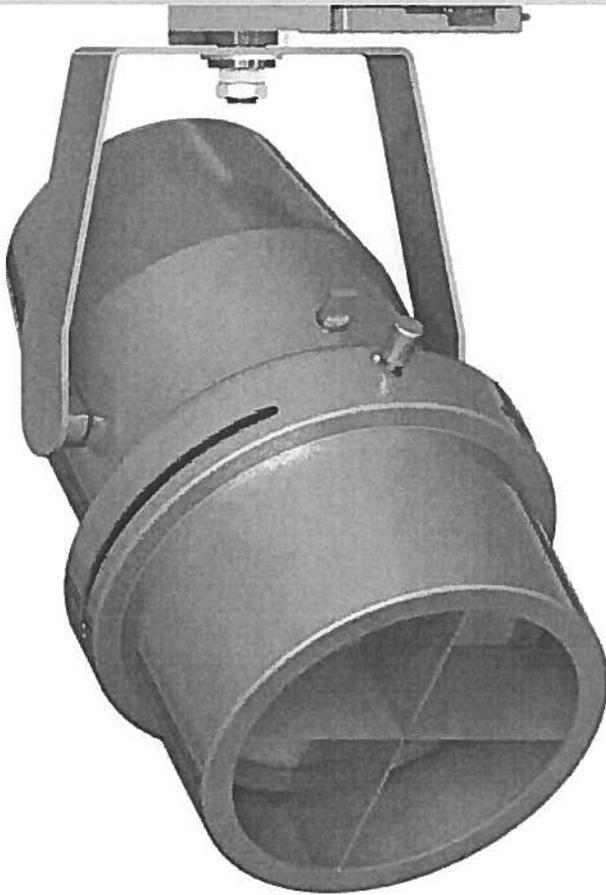
C962 UV FILTER 54.00E (MAY NOT NEED AS LED LAMPS PUT OUT VERY  
 LITTLE UV)

Job Name Here

Fixture Type Here

Designer/Firm Name Here

Ordering Information Here

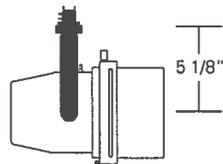
**SSL238 SERIES · 120V · LED PAR38**

**This medium and long throw unit is perfect for areas requiring visually quiet, high intensity light.**

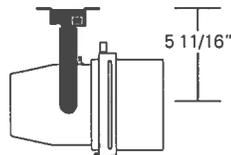
- Designed for most PAR38 medium screw base Solid State LED Retrofit lamps up to 20 watts (or up to 150 watt incandescent)
- Sturdy aluminum housing
- Rugged steel self-locking yoke allows for horizontal and vertical focusing
- On/off safety switch (on most mounting types)
- Equipped with beam rotation and relamping handle for easy lamp changing
- Front rotation lock for alignment of directional accessories
- Has beam rotation lock for applications that require positive focus locking
- Removable front hinge assembly allows fixture to be transformed from spotlight to wallwash in seconds
- Internal accessory cartridge holds up to three size C LSI filters and accessories
- Removable cross-baffle eliminates glare (45 degree cutoff)
- Finishes: LSI Black, White, and Silver
- Fixture weight: 1.5 lbs.

**MOUNTING OPTIONS****SSL238-00**

Lexan fitting for 1 and 2 circuit LSI Track. With On/Off switch.

**SSL238-BUS**

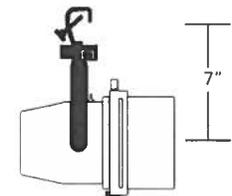
Lexan fitting for 1 and 2 circuit LSI Busway. With On/Off switch.

**SSL238-2G**

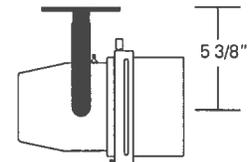
Universal fitting for Unistrut Systems and any screw or bolt-up applications. With switch, straight 6-foot 3-wire grounding cord and NEMA 5-15P plug.

**SSL238-3G**

C-clamp for pipes from 5/8" to 2" O.D. With switch, straight 6-foot 3-wire grounding cord and NEMA 5-15P plug.

**SSL238-5A**

Canopy for permanent mounting on standard 4" octagonal outlet boxes.

**Other Options (Consult Factory):**

- Stems, specify length (4" - 48")
- Custom color, RAL palette
- Security/Worklight Fixture, add suffix **EF**. For use with -EF00 (Track) and -EFBUS (Busway) mounting options only.

Job Name Here

Fixture Type Here

Designer/Firm Name Here

Ordering Information Here

### ORDERING INFORMATION

1. Select your **Mounting Option**.
2. Choose other fixture **Options** (add suffix):

- For Coiled Cord, add **CC**

Coiled Cord is 18/3 105°C, 18" retracted, 6 foot extended. White fixtures are supplied with white cord, all other finishes are supplied with black cord. Available only with **2G** and **3G** mounting options. (When a coiled cord is not specified, a straight cord is provided.)

- For Wrench Locking, add **WL**

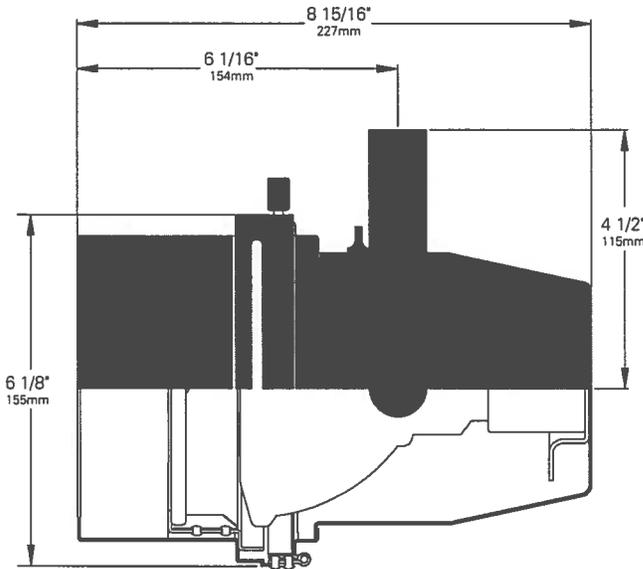
3. Choose a **Finish** for your fixture:  
Black (**B**) White (**W**) Silver (**S**)

Example: **SSL238** - **2G** **CC** **WL** **B**  
FIXTURE FITTING COILED CORD WRENCH LOCKING FINISH

Blue fields are optional. Leave blank if not required.

4. Don't forget your **Accessories!**

LSI features the widest range of accessories in the industry to help you modify the light's intensity, color, texture and pattern.



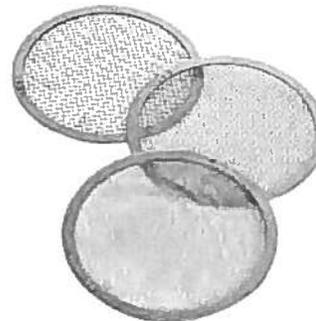
#### LED PAR38 LAMPS

W	SP	CCT	CBCP	
12	20°	27K	4800	CREE LRP38A92-20D40
12	16°	3K	6750	MSI IPAR3830160

[Click for detailed photometrics](#)

[Click here for LED Replacement Lamp Compatibility Matrix](#)

#### ACCESSORIES



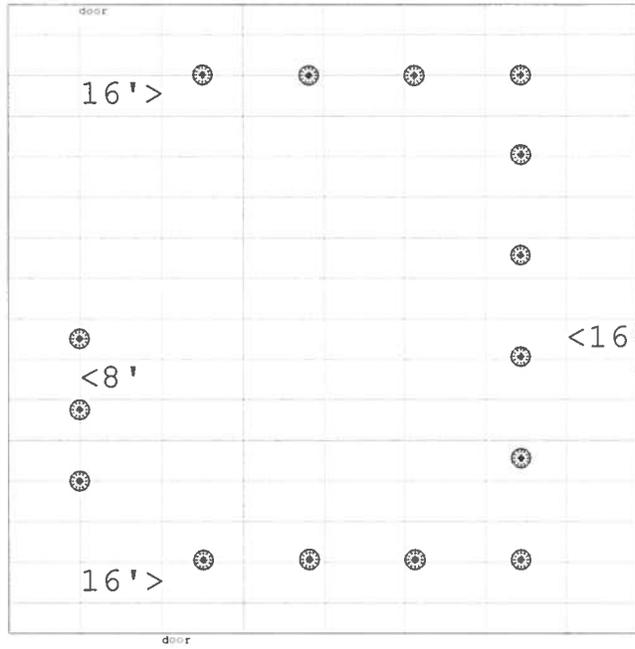
Other accessories:

- **Louwer C**
- **Glass Color Filters C**
- **Spread Lenses C990, C992, C995, C996**
- **Beam Softener C998**
- **Backer Ring CB**
- **Color and Spread Gels C**

#### Light Blocking Screens C801S, C802S, C803S

Stainless steel screens, used to reduce transmitted light without changing its color temperature.

[Click for complete list of color filters](#)



**Kight Electric**3020 West Main St  
Ext, Elizabeth City NC

Quote:

Kight Electric will install new track and track heads, in addition install a dimmer for new museum in Camden. County will purchase track & heads, electrical contractor will purchase dimmer. \$475.00

Thank you

Terry Kight  
Owner Kight ElectricTerry Kight



Elizabeth City  
 1785 Weeksville Highway  
 ELIZABETH CITY, NC 27909-7809  
 252-338-5157  
 Fax 252-338-2065

# Quotation

QUOTE DATE	QUOTE NUMBER	PAGE NO.
03/11/2015	S110211430	1 of 1
CUST PO#:		
JOB/REL#:		

QUOTE TO:

SHIP TO:

COUNTY OF CAMDEN  
 FINANCE DEPT  
 CAMDEN COURTHOUSE  
 CAMDEN, NC 27921

COUNTY OF CAMDEN  
 FINANCE DEPT  
 COUNTY COURTHOUSE  
 CAMDEN, NC 27921

CUSTOMER NUMBER	CUSTOMER PHONE#	ORDERED BY	SALESPERSON	
37199			HOUSE	
WRITER	SHIP VIA	TERMS	SHIP DATE	FREIGHT ALLOWED
Robert Lacy (3502)		PROX 25th	03/11/2015	Yes
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
LOT	^LSI LOT ITEM This Lot Shipment Consists of:		5328.750	5328.75
<u>Order Qty</u>	<u>Description</u>			
15	SSL238-00W			
15	19par38g3dim/830nf25			
7	32320 8ft 2ckt white surface			
1	32300/30311 end feed canopy			
3	30303 end cap			
7	30325 surface hanger clip			
2	32305/30312 90elbow feed canopy			
3	32311 mini joyner			

All sales transactions are subject to credit approval. Any quotation and all transactions with Rexel are conditioned upon Rexel's Terms and Conditions of Sale located at <http://www.rexelusa.com/terms>. Quotation is valid for 30 days after the date of issue unless otherwise specified with the exception of commodity items. Quotation for commodity items is valid for the day of the quote only unless otherwise specified. All amounts quoted do not include state, local or municipal taxes of any kind. Applicable sales tax will be added at the time of sale.

Subtotal	5328.75
S&H Charges	0.00
<b>Total</b>	<b>5328.75</b>

**Mike Renshaw**

---

**From:** David Credle <dcredle@camdencountync.gov>  
**Sent:** Monday, March 23, 2015 10:47 AM  
**To:** Mike Renshaw  
**Subject:** FW: Quote

Sorry Mike,  
Make that \$475...

David Credle  
Public Works Manager  
Camden County  
P.O. Box 190, 330 E. Hwy 158  
Camden, NC 27921  
Phone: 338-6363 x 105  
Cell: 252-207-6874  
[dcredle@camdencountync.gov](mailto:dcredle@camdencountync.gov)

---

**From:** Terry Kight [<mailto:kightelectric@hotmail.com>]  
**Sent:** Monday, March 23, 2015 10:53 AM  
**To:** David Credle  
**Subject:** Quote

Quote for lights in Camden for track lights is 475.00 includes dimmer

Sent from my Verizon Wireless 4G LTE smartphone



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

**Item Number: 5.A**

**BOARD APPOINTMENT**

**Meeting Date: April 6<sup>th</sup>, 2015**  
**Attachments: 4 (4 Pages)**  
**Submitted By: Shana Trafton,**  
**Senior Center Director**

**ITEM TITLE: Senior Advisory Board**

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

**SUMMARY:**

**EDITH POOLE JENNINGS , RE-APPOINTMENT, 3YRS**  
**PATRICIA DELANO, RE-APPOINTMENT, 3YRS**  
**DOROTHY DRAKE, RE-APPOINTMENT, 3YRS**  
**REED ADAMS, RE-APPOINTMENT, 2YRS**

**RECOMMENDATION:**

**EDITH POOLE JENNINGS , RE-APPOINTMENT, 3YRS**  
**PATRICIA DELANO, RE-APPOINTMENT, 3YRS**  
**DOROTHY DRAKE, RE-APPOINTMENT, 3YRS**  
**REED ADAMS, RE-APPOINTMENT, 2YRS**



Application for Citizen Service - Volunteer Form

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

Name, Edith Poole-Jennings

Mailing Address 250 North River Road, Camden, NC 27921

Township you live in: Camden

Telephone (home) 252-336-5557 (business),

Email address

Are you a registered voter?  Yes  No

Have you ever been convicted of a felony?  Yes  No

Please identify any talent, interest, skill, experience or educational preparation which might be helpful to a board or commission:

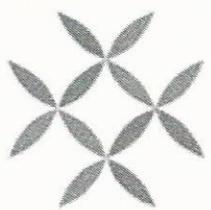
Work with students in high school level and higher education level. I am Postal Service Employee at Shiloh Post Office. I love working with people. I do customer services.

Board or Commissions upon which you are interested in serving: (List on opposite side)

I am interested in serving as a member of the Board of Commissioners/SAB

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

Signature Edith Poole-Jennings Date 3/3/15



Application for Citizen Service - Volunteer Form

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

Name, Dorothy M. Drake

Mailing Address 385 Ivy Neck Rd. Camden N.C. 27921

Township you live in: Camden

Telephone (home) 252-336-4850 (business),

Email address

Are you a registered voter?  Yes  No

Have you ever been convicted of a felony?  Yes  No

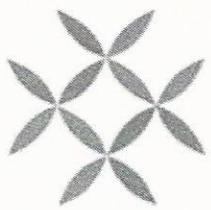
Please identify any talent, interest, skill, experience or educational preparation which might be helpful to a board or commission:

Board or Commissions upon which you are interested in serving: (List on opposite side)

Senior Adv. Bd.

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

Signature Dorothy M. Drake Date Jan. 13, 2015



Application for Citizen Service - Volunteer Form

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

Name, Patricia Ann Delano

Mailing Address 100 Whitehall Road

Township you live in: Camden

Telephone (home) 252-338-6988 (business), 252-331-4768

Email address patricia.delano@dhsr.nc.gov | pdelano60@hotmail.com

Are you a registered voter?  Yes  No

Have you ever been convicted of a felony?  Yes  No

Please identify any talent, interest, skill, experience or educational preparation which might be helpful to a board or commission:

Active in community  
Executive Bd member for Elizabeth City Chamber

Board or Commissions upon which you are interested in serving: (List on opposite side)

Camden Senior Advisory Board

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

Signature Patricia A. Delano Date 01/13/15



Application for Citizen Service - Volunteer Form

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

Name, Leon Reed Adams

Mailing Address 114 Pine St., Camden, NC 27924

Township you live in: Camden

Telephone (home) 252 339 0000 (business), 252 339 0000

Email address professorcrime@gmail.com

Are you a registered voter?  Yes  No

Have you ever been convicted of a felony? Yes  No

Please identify any talent, interest, skill, experience or educational preparation which might be helpful to a board or commission: I have the experience serving in the past.

Board or Commission upon which you are interested in serving: (List on opposite side)

Senior Cit.

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

Signature Leon Reed Adams Date 3/4/15

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

**Item Number: 6.A**

**CONSENT AGENDA**

**Meeting Date: April 6th, 2015**  
**Attachments: 3 (45 Page)**  
**Submitted By: Clerk to the Board**

**ITEM TITLE: Draft Meeting Minutes**

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

**SUMMARY:**

January 5<sup>th</sup>, 2015  
 January 20<sup>th</sup>, 2015  
 February 2<sup>nd</sup>, 2015

**RECOMMENDATION:**

**For Review and Possible Approval**

CAMDEN COUNTY BOARD OF COMMISSIONERS  
Regular Meeting – January 5<sup>th</sup>, 2015

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*Camden County Board of Commissioners  
Regular Meeting  
January 5th, 2015  
7:00 P.M. - Regular Meeting  
Historic Courtroom, Courthouse Complex  
Camden, North Carolina*

**MINUTES**

*The regular meeting of the Camden County Board of Commissioners was held on January 5th, 2015 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:*

*Chairman Michael McLain, Vice-Chair Sandra Duckwall  
Commissioners Garry Meiggs, Clayton, and Tom White*

*Also attending were County Manager Michael Renshaw, County Attorney Megan Morgan and Clerk to the Board Angela L. Wooten. Present for purposes of making a presentation(s) or providing supporting information for agenda items were the following persons: Tax Administrator Lisa Anderson, Planning Director Dan Porter & Senior Tarheel Representative Gwen Westcott.*

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**Regular Session:**

*Chairman Michael McLain called to order the January 5th, 2015 meeting of the Camden County Board of Commissioners at 6:58 P.M.*

**Invocation & Pledge of Allegiance:**

*Vice Chair Sandra Duckwall gave the invocation and led those present in the Pledge of Allegiance.*

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**Public Comments:**

*None*

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**Consideration of the Agenda:**

*Manager Renshaw requested to have item 7.C Finance Officer Appointment added to the consent agenda.*

CAMDEN COUNTY BOARD OF COMMISSIONERS  
Regular Meeting – January 5<sup>th</sup>, 2015

49 *Tom White made a motion to approve the agenda as amended. The motion passed 5-0*  
50 *with Chairman McLain, Vice-Chair Sandra Duckwall, Commissioners Garry Meiggs,*  
51 *Clayton Riggs, and Tom White, voting aye; no Commissioner voting no; no Commissioners*  
52 *absent; and no Commissioner not voting.*

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56 **Presentations:**

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58 *Item 3.A - Senior Tarheel Representative, Gwen Westcott*

59  
60 *Ms. Westcott gave a brief update on the Regional Advisory Committee and the Senior*  
61 *Scam Jam.*

62  
63 *On December 5<sup>th</sup> College of the Albemarle sponsored an Appreciation Luncheon at*  
64 *Montero's in Elizabeth City. The entertainment was provided by a group of local seniors,*  
65 *"Albemarle Chorus".*

66  
67 *She urges everyone to beware of scams, if you see something that is not quite right open*  
68 *your phone book and call the North Carolina or Federal Government.*

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71  
72 **Old Business:**

73  
74 *Item 4.A - One Mill Park Contracts*

75  
76 *Planning Director Dan Porter announced that they are ready to begin construction on the*  
77 *One Mill Park in Shiloh. Mr. Porter presented the bids received from the two advertised*  
78 *RFP's for Marine Improvements and Site Improvements.*

79  
80 *In addition AR Chesson submitted a \$40,000 design/build contract to construct a restroom*  
81 *facility and a \$9,700 proposal from Quible engineers to inspect and administer the*  
82 *construction of all project elements to include:*

83  
84 *Clearing and grubbing site*

85 *Grading and stormwater improvements*

86 *Replacement of boat ramp*

87 *Replacement of 1 pier and construction of 2nd pier*

88 *Replacement of 377 foot rip rap & bulkhead*

89 *Construction of boardwalk behind bulkhead*

90 *Construction of parking lot and boat ramp turnaround*

91 *Construction of small restroom & septic system*

92 *Interior sidewalk*

93 *Installation of open pavilion and 2 smaller gazebo picnic shelters*

94 *Installation of playground equipment*

95 *Fencing and landscaping*

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*The total project budget is projected to be \$745,460.*

CAMDEN COUNTY BOARD OF COMMISSIONERS  
Regular Meeting – January 5<sup>th</sup>, 2015

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***Project Funding:***

<i>PARTF</i>	<i>\$ 290,240</i>
<i>CAMA</i>	<i>\$ 139,671</i>
<i>Division of Wildlife</i>	<i>\$ 112,500</i>
<i>Donated land value</i>	<i>\$ 38,400</i>
<i>Local match</i>	<i>\$ 164,650</i>
<hr/>	
<b><i>Total</i></b>	<b><i>\$ 745,461</i></b>

*The Board is reminded they previously approved a 50% local match of \$290,240 for the PARTF grant and a 10% local match of \$28,619 for the CAMA grant.*

*Mr. Porter informs the board that the ability to double match on some of selected project elements, the local cash contribution is projected to be reduced to 22% of the total cost which is \$125,590 less than the approved PARTF matching cash.*

*Mr. Porter asks for questions from the board.*

*Commissioner Garry Meiggs asked about 100 day construction*

*Mr. Porter states that wet weather may have some impact on the 100 day timing.*

*Clayton Riggs made a motion to approve and authorize the County Manager to sign the following contracts with A R Chesson:*

*Contract #1 Waterfront Improvements \$180,114*

*Contract #2 Site Improvements \$139,032.50*

*Design/Build Restroom \$40,000*

*The motion passed 5-0 with Chairman McLain, Vice-Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White, voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.*

*Garry Meiggs made a motion to authorize the county manager to execute the contract administration to Quible & Associates for the One Mill Park Project. The motion passed 5-0 with Chairman McLain, Vice-Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White, voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.*

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CAMDEN COUNTY BOARD OF COMMISSIONERS  
Regular Meeting – January 5<sup>th</sup>, 2015

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***New Business:***

***Item 5.A - Monthly Tax Report for November 2014***

***Tax Administrator Lisa Anderson presented the November tax report.***

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

**OUTSTANDING TAX DELINQUENCIES BY YEAR**

<b><u>YEAR</u></b>	<b><u>REAL PROPERTY</u></b>	<b><u>PERSONAL PROPERTY</u></b>
2013	150,994.70	13,632.49
2012	51,948.13	14,196.22
2011	26,499.49	11,165.58
2010	21,183.20	6,538.28
2009	8,497.31	6,166.71
2008	6,864.63	6,354.62
2007	6,552.05	9,971.60
2006	2,223.60	14,548.14
2005	1,690.71	26,585.64
2004	939.82	12,136.83

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TOTAL REAL PROPERTY TAX UNCOLLECTED	277,393.64
TOTAL PERSONAL PROPERTY UNCOLLECTED	121,296.11
TEN YEAR PERCENTAGE COLLECTION RATE	99.40%
COLLECTION FOR 2014 vs. 2013	13,476.22 vs. 15,219.75

**LAST 3 YEARS PERCENTAGE COLLECTION RATE**

2013	97.64%
2012	99.07%
2011	99.47%

**THIRTY LARGEST UNPAID ACCOUNTS**

SEE ATTACHMENT "A"

**THIRTY OLDEST UNPAID ACCOUNTS**

SEE ATTACHMENT "B"

CAMDEN COUNTY BOARD OF COMMISSIONERS  
 Regular Meeting – January 5<sup>th</sup>, 2015

**EFFORTS AT COLLECTION IN THE LAST 30 DAYS**

**ENDING November 2014  
 BY TAX ADMINISTRATOR**

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

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Roll	Parcel Number	Unpaid Amount	YrsDly	Taxpayer Name	City	Property Address
R	01-7006-02-17-0129-0000	18,148.33	1	CAMDEN SQUARE ASSOCIATES	SOUTH MILLS	
R	03-8973-03-12-0477-0000	14,784.05	4	GILBERT WAYNE OVERTON &	SHILOH	187 THOMAS POINT RD
R	01-7978-03-41-1368-0000	11,017.82	3	RETHOMIC TIMBER INVESTMENTS #17	SOUTH MILLS	WORSWICK RD
R	01-7988-03-01-1714-0000	8,446.42	7	CHARLES MILLER HEIRS	SOUTH MILLS	WORSWICK RD
R	03-8891-03-45-2482-0000	6,658.42	7	KHAMME INC.	SHILOH	HULLY RD
R	02-8935-02-28-2484-0000	6,641.42	1	KFFIE PAULINE CREENMORE	CAMDEN	758 158 DS E
R	03-8952-03-05-4327-0000	6,304.37	10	WADSWY TILLET	SHILOH	171 BECK RD
R	01-7998-01-09-4421-0000	5,361.33	1	WILLIE L. TUNNER ETAL	SOUTH MILLS	1089 145 HRF M
R	02-8945-03-19-4096-0000	4,560.50	4	GASTIE LEE & JUNCOLA T HUNTER	CAMDEN	364 BETHUSSE RD
R	03-8953-04-41-3842-0000	4,294.93	2	SAIDIA S. CECIL HEIRS	SHILOH	114 TROTMAN RD
R	02-8944-03-31-2144-0000	4,210.91	1	CARL HARRINGTON	CAMDEN	160 DAND HILLS RD
R	03-8972-03-01-4401-0000	3,921.45	2	BRITTON OVERTON	SHILOH	104 WHELEY RD
R	02-8945-03-41-2082-0000	3,860.50	7	LARLENE ETHELWIDE SN	CAMDEN	168 RUSHEL RD
R	02-8936-03-21-4024-0000	3,362.39	1	CAROLYN MCNEEL	CAMDEN	400LAW RD
R	02-8934-03-20-4321-0000	3,295.39	1	LETH ANN HUNDESS ET AL	CAMDEN	168 DANVILLE RD
R	02-8950-03-24-1294-0000	3,253.99	4	JAMES E HODGES	SHILOH	114 DAYLAN DR
R	02-8936-03-20-4924-0000	3,176.48	6	GERALD THOMPSON	CAMDEN	216 SCOTLAND DR
R	01-7080-03-02-1877-0000	2,569.01	7	JANINE CROSSING OF CAMDEN CO	SOUTH MILLS	117 07148 PL
R	03-8952-01-49-1070-0000	2,894.40	4	DAWSON, INC & SIMSON BARR, LLC	SHILOH	343 HRS R
R	01-7999-03-03-1913-0000	2,880.10	2	DINA TERESA DANNEY	SOUTH MILLS	112 PINE HIRSE DR
R	02-8889-03-13-3254-0000	2,850.18	3	LARRY WELDON	SHILOH	WILKINSON RD
R	02-8948-03-20-1983-0000	2,486.20	1	WETA ROY BURGESS ETAL	CAMDEN	CHARTLEY RD
R	03-8941-03-28-4256-0000	2,391.15	1	WARRON DEAN WIGGS	SHILOH	110 BAYVIEW DR
R	01-8889-03-28-0580-0000	2,374.02	2	WHITNEY C. TALALAY & MELAGROS D	SHILOH	113 SAILMONT RD
R	01-7948-01-08-6797-0000	2,480.18	3	HOWARD M. HARRIS JR.	SOUTH MILLS	1294 144 HRF M
R	03-8945-03-02-1877-0000	2,471.16	4	LANCELE SEARS HEIRS	SHILOH	291 WARTLETT RD
R	01-7948-01-18-1579-0000	2,347.20	1	PADMAN DUDH	SOUTH MILLS	1264 144 HRF M
R	03-8942-03-26-7217-0000	2,377.44	4	TUNYA SUZANNE HARRIS	SHILOH	361 WILKHAM RD
R	03-8943-03-24-7928-0000	2,367.44	2	WHIGAM & KATHLEEN MCCLELL	SHILOH	404 GARDN HOUSE RD
R	02-8944-04-21-4470-0000	2,351.19	7	JAMES WILSON JONES ETAL	CAMDEN	267 COUNTRY CLAN RD

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CAMDEN COUNTY BOARD OF COMMISSIONERS  
Regular Meeting – January 5<sup>th</sup>, 2015

Roll	Parcel Number	VrsDtlq	Unpaid Amount	Taxpayer Name	City	Property Address
H	03-9873-00-45-2682.0000	10	6,890.43	SHAWPARK, INC.	SWILCH	HOLLY RD
H	03-9892-00-25-4713.0000	10	4,304.37	SHIRLEY TILLET	SWILCH	171 MECK RD
H	03-9942-04-48-9214.0000	10	2,309.41	L. P. JOHANN HEIRS	SWILCH	106 CAMDEN AVE
H	01-7040-00-00-3052.0000	10	1,098.86	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GIFFIN RD
H	02-8948-00-15-7848.0000	10	436.79	FRANK PERCER	DAMEN	100 NECK RD
H	01-9639-00-46-1099.0000	10	288.74	WICKAL OWER	SWILCH	CHERRYPOINT RD
H	01-7040-00-46-3282.0000	10	244.80	JIMMY F. KANTER HEIRS	SWILCH	CAMDEN POINT RD
H	03-9940-00-61-1388.0000	10	141.29	WILLIAMSBURG VACATION	SWILCH	LITTLE BROOK RD
H	03-9849-00-17-3452.0000	10	328.04	THOMAS ALDEN EGGS	SWILCH	1284 163 RD N
R	01-7948-01-08-8621.0000	9	5,381.84	WILLIAM S. TURNER ETAL	SOUTH MILLS	105 BUNKER HILL RD
R	01-7949-00-12-3930.0000	9	1,137.96	IRAN RAMCO	SOUTH MILLS	111 BOURGON ST
R	02-8636-00-24-7428.0000	9	1,570.21	SERVICO PAUN	CAMDEN	168 BUSHILL RD
R	02-8646-00-41-3090.0000	9	3,860.50	GEORGE STEWARTSON SM.	CAMDEN	315 SCOTLAND RD
R	02-8916-00-00-8926.0000	9	3,176.48	GERALD TRAFFETT	CAMDEN	105 BUNKER HILL RD
R	01-7944-00-12-8596.0000	9	1,440.11	ROBERT MITCHELL HEIRS	SOUTH MILLS	105 BLOODFIELD RD
R	01-7945-00-12-8596.0000	9	944.00	CHRISTINE HIGGINS	SOUTH MILLS	HILSDOR
R	01-8848-00-37-0046.0000	9	542.96	ELIZABETH LOUW	SOUTH MILLS	HERRICK RD
R	01-7989-00-01-1724.0000	7	9,436.62	CHARLES MILLER HEIRS	SOUTH MILLS	117 OYSTER PL
R	01-7980-00-62-1973.0000	7	3,069.01	SAMCOX CROSSING OF CAMDEN CD	SOUTH MILLS	267 COUNTRY CLUB RD
R	02-8914-04-71-8410.0000	7	2,193.19	JANIS WILTON JONES ETAL	CAMDEN	373 SLEEPY HOLLOW RD
R	01-7990-00-01-0379.0001	7	1,810.12	THOMAS L. BROTHERS HEIRS	CAMDEN	NORTH SHIR RD
R	02-8925-01-19-4055.0000	7	1,092.59	ANDERSON CARWRIGHT SM.	CAMDEN	117 CAMBREE RD
R	02-8938-00-14-1110.0000	7	729.69	ISRAEL COSTON	SOUTH MILLS	HAYWOODS CROSS RD
R	02-8935-01-40-8652.0000	7	484.74	HOWARD DEWENPORT	CAMDEN	111 LINTON RD
R	03-9962-00-00-0272.0000	7	666.82	DAISY WILLIAMS BURNHAM	SWILCH	CHARTWILLY RD
R	01-7990-00-67-2820.0000	7	427.45	TINA RENEE LEAKE	SOUTH MILLS	114 WILSONFIELD RD
R	02-8934-03-20-7998.0000	8	2,886.30	WUTH ANN BURGESS ETAL	CAMDEN	187 THOMAS POINT RD
R	01-7929-04-40-1648.0000	8	426.56	YVONNE B. HEISS	SOUTH MILLS	281 BELMONT RD
R	01-8971-00-12-0473.0000	8	18,784.05	GILBERT WYNN OVERTON &	SWILCH	
R	02-8940-00-64-1049.0000	9	4,266.56	GERTIE LEE & JOWOLA T ROUNTREE	CAMDEN	

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Roll	Parcel Number	Unpaid Amount	VrsDtlq	Taxpayer Name	City	Property Address
F	0001729	1,406.72	8	JOHN WALTER CARTE	CAMDEN	158 HWY 2
F	0001738	1,153.67	8	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
F	0001848	1,042.68	9	THOMAS VAN NOUYER	SWILCH	133 EDENWATER DR
F	0001918	328.88	9	FRANK BUNNY	SWILCH	105 AARON DR
F	0001739	743.15	9	JEFFREY KEVIN DAVIS	HARTFORD	MIC MAC TRAIL
F	0001827	658.07	1	COAST TO COAST POWDER COATING	DAMEN	338 158 HWY E
F	0001836	602.21	9	MILO DWI LK	SWILCH	103 EDENWATER DR
F	0001832	978.67	1	GEORGE ROWLAND	DAMEN	451 158 US W
F	0001833	918.36	1	LEON LE TRAN	SWILCH	258 SAILBOAT ROAD
F	0001827	483.28	2	KAREN BUNNY	CAMDEN	531 158 US W
F	0001830	443.65	2	ROBERT P. MENNEY	ELIZABETH CITY	107 SMALL DRIVE
F	0001832	411.11	2	JAMES E. RAY	SOUTH MILLS	101 SOUTH ST W
F	0001816	409.56	3	AL JORDAN	CAMDEN	798 HWY W
F	0001848	351.04	9	ROBERT N. OWENS	CAMDEN	381 E 13
F	0001835	343.01	3	BARB BOURGATON ETAL	SOUTH MILLS	211 FLYING TIGER RD
F	0001827	322.15	8	FRANK WOOD TRAY	SWILCH	263 BRIDGEMAN RD
F	0001846	296.69	3	TOAN THINH	SWILCH	224 SAILBOAT RD
F	0001842	292.48	2	HAY STUART MIXINS	CAMDEN	162 158 HWY E
F	0001846	272.79	1	ANDREW MEDICOMETRICS, INC.	CAMDEN	412 158 HWY E
F	0001842	270.80	1	JAMES W. RAY	SOUTH MILLS	1097 343 HWY E
F	0001842	268.26	4	DAVE SILVA	CAMDEN	293 158 HWY E
F	0001844	261.90	4	ALLIANCE NISSAN	CAMDEN	158 HWY W
F	0001842	218.91	2	RAMON WILSON MATERIALS, INC	SOUTH MILLS	219 FENEGROVA RD
F	0001827	227.13	1	CLARENCE MUNDY	CAMDEN	
F	0001819	220.89	1	SPRINT NESTLE CORPORATION	OVERLAND PARK	OVERLAND PARK
F	0001828	229.56	3	KIMBERLY DIANE JOHNSON	SOUTH MILLS	173 KERRIS HORN RD
F	0001819	223.12	2	THOMAS WILSON JOHNSON	SOUTH MILLS	617 MAIN ST
F	0001820	186.18	4	NICHOLE LEE TAYLOR	SOUTH MILLS	108 BURNHAM RD
F	0001809	182.40	3	KYLE CALVIN MARTINEAU	CAMDEN	254 WASHINGTON ISLAND
F	0001837	177.42	1	ADAM D. & TRACE J.N. JONES	SHAWBORO	114 WASHINGTON ISLAND

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Roll	Parcel Number	Unpaid Amount	VrsDtlq	Taxpayer Name	City	Property Address
F	0001738	1,153.67	10	LESLIE ETHERIDGE JR	CAMDEN	
F	0001848	836.89	10	FRANK BUNNY	SWILCH	
F	0001956	802.20	10	MUNG PHU LE	SWILCH	105 AARON DR
F	0001842	751.04	10	ROBERT H. OWENS	DAMEN	381 E 13
F	0001953	731.75	10	SCOTT W. CARSON	ELIZABETH CITY	105 WINDSHOE DRIVE
F	0001959	729.90	10	THOMAS VAN NOUYER	SWILCH	224 SAILBOAT RD
F	0001846	658.07	10	THOMAS VAN NOUYER	SWILCH	133 EDENWATER DR
F	0001820	618.00	9	KIMBERLY DIANE JOHNSON	SOUTH MILLS	173 KERRIS HORN RD
F	0001827	579.42	9	MIC MISH LE	CAMDEN	
F	0001846	522.15	9	JAMES E. RAY	CAMDEN	142 SANDWELL RD
F	0001828	483.28	8	ROBERT P. MENNEY	ELIZABETH CITY	107 SMALL DRIVE
F	0001827	420.89	8	THOMAS WOOD TRAY	SWILCH	257 SAILBOAT RD
F	0001816	417.72	8	JANE ELIZABETH WASHBURN	SOUTH MILLS	617 MAIN ST
F	0001826	370.00	7	JAMES E. RAY	SOUTH MILLS	1097 343 HWY E
F	0001840	320.89	7	SPRINT NESTLE CORPORATION	OVERLAND PARK	OVERLAND PARK
F	0001838	324.18	6	JEFFREY KEVIN DAVIS	HARTFORD	MIC MAC TRAIL
F	0001843	300.66	6	LEON LE TRAN	ELIZABETH CITY	CAMDEN CROSSWAY
F	0001840	300.95	6	DAVID LARK	ELIZABETH CITY	CAMDEN CROSSWAY
F	0001829	296.69	6	JAMES WASHINGTON CARTE	CAMDEN	
F	0001827	288.26	6	DAVE SILVA	CAMDEN	158 HWY E
F	0001843	261.90	6	ALLIANCE NISSAN	CAMDEN	158 HWY W
F	0001842	218.91	6	THOMAS THILIP WINSLOW	CAMDEN	158 HWY W
F	0001827	185.18	4	KAREN BUNNY	CAMDEN	431 158 US W
F	0001820	185.18	4	NICHOLE LEE TAYLOR	SOUTH MILLS	108 BURNHAM RD
F	0001844	182.40	3	COAST TO COAST POWDER COATING	DAMEN	330 158 HWY E
F	0001843	177.42	3	GEORGE ROWLAND	CAMDEN	431 158 US W
F	0001843	156.36	3	MUNG LE TRAN	SWILCH	258 SAILBOAT ROAD
F	0001839	142.40	3	AL JORDAN	CAMDEN	310 158 HWY W
F	0001849	140.00	3	JAR CORPORATION ETAL	SOUTH MILLS	799 THOMAS POINT RD
F	0001821	127.73	3	CLARENCE MUNDY	CAMDEN	

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Commissioner Sandra Duckwall made a motion to approve the November tax report. The motion passed 5-0 with Chairman McLain, Vice-Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White, voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.

CAMDEN COUNTY BOARD OF COMMISSIONERS  
Regular Meeting – January 5<sup>th</sup>, 2015

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176

177

178 ***New Business:***

179

180 *Item 5.B - Proposal for Legislative Issues Consultant Services*

181

182 *The County Manager met with professional legislative consultants Joe and Henri*  
183 *McClees of McClees Consulting in October. The McClees propose to track and monitor all*  
184 *state bills introduced in the long session. The McClees informs they will maintain a*  
185 *constant presence in Raleigh when the General Assembly is in session. Their proposed*  
186 *contract states they will conduct weekly meetings with their clients and communicate via*  
187 *phone and email. The McClees will provide weekly reports.*

188

189 *Manager Renshaw gave some examples of the firm's effectiveness:*

190

191 *• The firm saved Camden County approximately \$6500.00 during the 2013 legislative*  
192 *session protecting local child support enforcements offices from bearing additional*  
193 *mandated costs due to House Bill 343 - Courts, Procedure and Fee Amendments.*

194 *• During the 2014 Legislative Session, they assisted in the reorganization of Small School*  
195 *Supplemental Funding in which the Small County Allotment was increased for 2014-*  
196 *2015.*

197 *• The firm also represented Beaufort, Hyde, and Pamlico County's in successfully blocking*  
198 *tolls on ferry operations.*

199 *McClees Consulting, Inc. proposes to offer these services to Camden County for the annual*  
200 *cost of \$15,000. This fee includes all in-state expenses, however all out-of-state expenses*  
201 *incurred at the direction of the Board of Commissioners would require additional*  
202 *reimbursement by the County.*

203

204 *Commissioner Riggs asks if this is a service over and above what the NCACC is already*  
205 *providing and will the county see the benefits of a \$15,000 service.*

206

207 *Commissioner Meiggs states that the NCACC appreciates these consultants because they*  
208 *don't have the time or the manpower to track these issues specific to each county's needs.*

209

210 *Chairman McLain adds that many of our legislative representatives in Raleigh are new*  
211 *and need to be educated on the OLF issues.*

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

**BACKGROUND**

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

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

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

The parties desire to enter into this lobbying agreement.

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

1. **Consultation.**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

CAMDEN COUNTY BOARD OF COMMISSIONERS  
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IN WITNESS WHEREOF, the parties have executed this Contract the day and year first written above.

COUNTY OF CAMDEN, NORTH CAROLINA

By [Signature]

Chairman, Camden County Commissioners

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

Camden Finance Officer: [Signature] Date: 1/5/15

McCLEES CONSULTING, INC.

By [Signature]  
Joseph D. McClees, President

Attest: [Signature]  
S. Henri McClees, Secretary

STATE OF NORTH CAROLINA  
COUNTY OF CAMDEN

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

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

[Signature]  
Notary Public



My commission expires: April 2, 2015

STATE OF NORTH CAROLINA  
COUNTY OF PAMLICO

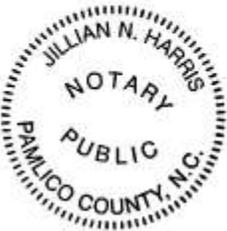
I, Jillian N. Harris, a Notary Public in and for the said County and State, do hereby certify that JOSEPH D. McCLEES, President and S. HENRI MCCLEES, Secretary of McClees Consulting, Inc., respectively, both known to me, each appeared before me this date and acknowledged the due execution of the foregoing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

CAMDEN COUNTY BOARD OF COMMISSIONERS  
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WITNESS my hand and notarial seal this the 2 day of February,  
2015.

Jillian N. Harris  
Notary Public

My commission expires:  
November 7, 2018



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*Commissioner Tom White made a motion to approve the contract agreement with the McClees Consultants. The motion passed 5-0 with Chairman McLain, Vice-Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White, voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.*

**Board Appointments**

***Item 6.A - Tourism Development Authority***

*Georgia Lamb has been a member of the TDA since January 2013. Her appointment will expire January 21st, 2015.*

*Commissioner Garry Meiggs made a motion to re-appoint Georgia Lamb to the Tourism Development Authority for a (2) year term expiring January 4th, 2017. The motion passed 5-0 with Chairman McLain, Vice-Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White, voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.*

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**CONSENT AGENDA**

*Commissioner White made a motion to approve the consent agenda as presented. The motion passed 5-0 with Chairman McLain, Vice-Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White, voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.*

***Item 7.A - Tax Dept. Monthly Collection Report November 2014***



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269 *Commission and worked as a revenue officer with the North Carolina Department of*  
270 *Revenue in the Elizabeth City office.*

271

272 *The County Manager recommends that the Board of Commissioners appoint Stephanie*  
273 *Humphries to the position of Camden County Finance Officer. Conditional on her*  
274 *successfully completing a required pre-employment drug screening, Ms. Humphries*  
275 *projected start date is January 12, 2015.*

276

277

278

279 **Commissioner's Report**

280

- 281 • *Chairman McLain advises that as the merger with ECBH progresses they have*
- 282 *announced the ECBH Board of Directors will only have only one County Commissioner.*
- 283 • *Commissioner Riggs requests to have a work session to discuss Economic Development*
- 284 • *Commissioner White mentions that the road barrels are dangerous. Road completion in*
- 285 *July*
- 286 • *Dollar General to open in April*
- 287 • *Commissioner Sandra Duckwall states Topside catering will also be opening*

288

289

290 **County Manager's Report**

291

292 *County Manager Mike Renshaw had the following items to report:*

293

- 294 • *Joint Meeting with Pasquotank County Commissioners on January 9<sup>th</sup>, 2015*
- 295 • *Special Meeting Tuesday January 20<sup>th</sup>, 2015 to accommodate for needed public hearings*
- 296 • *2015 Paddle for the Boarder registration is open, call staff at the Dismal Swamp 771-8333*
- 297 • *River City Cycling is having the annual TarWheel in Camden on April 18*

298

299 **Information from Board and Staff**

300

301 *The following items were provided to the Board for their information, and a copy of these*  
302 *items is maintained in the Clerk's office.*

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- A. *Sheriff – November Monthly Report*
- B. *Register of Deeds Monthly Report*
- C. *ECBH – November Financial Report*
- D. *ECBH – Finance Committee December 2014 Board Packet*
- E. *ECBH – Board of Directors December 2014 Board Packet*
- F. *ECBH – Year End Financial Statements*
- G. *Economic Investment Committee – 2015 Meeting Schedule*
- H. *Levelized Cost of Energy*
- I. *SEWC NC Wind Energy Fact Sheet*
- J. *NC Rural Infrastructure Authority Approves Eighth Round of Grants*

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**Meeting Adjourned**

*At 7:42 P.M. Chairman Michael McLain asked if there were any other matters to come before the Board of Commissioners, hearing none, and by acclamation the meeting was adjourned.*

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*Chairman Michael McLain  
Camden County Board of Commissioners*

**ATTEST:**

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*Angela L. Wooten  
Clerk to the Board*



CAMDEN COUNTY BOARD OF COMMISSIONERS  
Regular Meeting – January 20<sup>th</sup>, 2015

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1                                   **Camden County Board of Commissioners**  
2   **Regular Meeting**  
3   **January 20th, 2015**  
4   **7:00 P.M. - Regular Meeting**  
5                                   **Historic Courtroom, Courthouse Complex**  
6   **Camden, North Carolina**

7  
8   **MINUTES**

9  
10   The regular meeting of the Camden County Board of Commissioners was held on  
11   January 20th, 2015 in the Historic Courtroom, Camden, North Carolina. The  
12   following Commissioners were present:

13  
14   Chairman Michael McLain, Vice Chairwoman Sandra Duckwall, Commissioners Garry  
15                                   Meiggs, Clayton Riggs and Tom White;

16  
17  
18   Also attending were County Manager Michael Renshaw, Assistant Clerk to the Board  
19   Amy Barnett and the County Attorney John Morrison. Present for purposes of  
20   making a presentation(s) or providing supporting information for agenda items were  
21   the following persons: Planning Director Dan Porter.

22  
23   **Regular Session, 7:00 P.M.**

24  
25   Chairman Michael McLain called to order the January 20th, 2015 meeting of the  
26   Camden County Board of Commissioners at 7:00 PM.

27  
28   **Invocation and Pledge of Allegiance**

29  
30   Commissioner Garry Meiggs gave the invocation and led those present in the Pledge  
31   of Allegiance.

32  

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33  
34   **Public Comments**

35  
36   None

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38  
39   **Consideration of Agenda**

40  
41   Chairman Michael McLain asked if there were any changes to the agenda. The  
42   County Manager Mike Renshaw announced that the presenter for item 3.A has  
43   contacted staff as she is ill and will not be able to attend. Mr. Renshaw recommends  
44   the board remove Item 3.A – Friends of the Camden Library.

CAMDEN COUNTY BOARD OF COMMISSIONERS  
Regular Meeting – January 20<sup>th</sup>, 2015

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45  
46 Commissioner Garry Meiggs made a motion to approve the agenda as amended. The  
47 motion passed 5-0 with Chairman McLain, Vice Chairwoman Sandra Duckwall and  
48 Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no  
49 Commissioner voting no; no Commissioner absent; and no Commissioner not voting.  
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51  
52 **Presentations**

53  
54 ***Item 3.A***  
55 ***Friends of the Camden Library***

56  
57 Removed  
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59  
60 **Public Hearings**

61  
62 Commissioner Clayton Riggs made a motion to go into public hearings for Item 4.A -  
63 Amendment to Building Inspections and Planning Department Fee Schedule and  
64 Item 4.B - Economic Development Incentive. The motion passed 5-0 with Chairman  
65 Michael McLain, Vice Chairwoman Sandra Duckwall and Commissioners' Garry  
66 Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no  
67 Commissioner absent; and no Commissioner not voting.  
68

69 ***Item 4.A***  
70 ***Amendment to Building Inspections and Planning Department Fee Schedule***

71  
72 Planning Director Dan Porter informs the board that in anticipation of potential solar  
73 farm construction within the County, the planning department has been researching  
74 building permit fees for solar farms.  
75

76 Mr. Porter provides some details of the inspection requirements and recommends  
77 adding Solar Farms Fees to the Building Inspections and Planning Department Fee  
78 Schedule at a rate of \$.50 per panel with a minimum permit fee of \$250.00.  
79

80 Chairman McLain called for questions or comments from the public regarding the  
81 Amendment to Building Inspections and Planning Department Fee Schedule.  
82 Hearing none he moves on to Item 4.B Economic Development Incentive.  
83

84 ***Item 4.B***  
85 ***Economic Development Incentive – Towne Center Phase 1***

86  
87 Planning Director Dan Porter explained that the purpose of the Public Hearing is to  
88 receive public comments on a proposal to extend an economic development incentive

CAMDEN COUNTY BOARD OF COMMISSIONERS  
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89 to Camden Realty Group for the purpose of constructing infrastructure and a  
90 commercial building at on Lot 3 of the Town Center Project, Camden, NC 27921.

91

92 Mr. Porter explains that Phase 1 is to develop an out parcel along NC 343 with a  
93 12,000 sq. ft. housing four tenant spaces. Staff has reviewed the request and  
94 recommended assistance through the recently approved Economic Development  
95 Incentive Program.

96

97 The incentive offer consists of a cash grant totaling \$55,354, provided from the  
98 Camden Economic Development fund. The incentive will be in the form of cash  
99 reimbursed to Camden Realty Group over a 5 year period. The project is expected to  
100 produce a significant investment in real estate, infrastructure, and equipment in  
101 excess of \$1.2 million, create 36 full-time or full-time equivalent jobs with competitive  
102 wages and benefit packages, and annual sales tax revenue. The County will recover  
103 the cost and the public will benefit through future property taxes, stimulation of the  
104 economy, promotion of business and the creation of jobs in Camden County.

105

106 Mr. Porter provided a copy of the request letter and a description and analysis of the  
107 project

108

109 Mr. Porter asked if there were any questions from the board and announced that the  
110 developer was present to answer questions.

111

112 Chairman McLain asked if he could clarify the dollar amount by year over the 5 yr.  
113 time period for the public.

114

**Total Grant Amount = \$55,354**

115

Year 1 = \$14,284

116

Year 2 = \$12,499

117

Year 3 = \$10,713

118

Year 4 = \$8,928

119

Year 5 = \$8,928

120

121

122

123 Chairman Michael McLain asked if there were any further comments from the public  
124 regarding the Economic Development Incentive.

125

126 Chairman McLain asked if there were any further comments or questions from the  
127 board. Hearing none, he called for a motion to close the public hearing.

128

129 Vice Chairwoman Sandra Duckwall made a motion to close the public hearing. The  
130 motion passed 5-0 with Chairman McLain, Vice Chairwoman Sandra Duckwall and  
131 Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no  
132 Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

133

134 No one spoke in opposition during the public hearing,

135

136 Vice Chairwoman Sandra Duckwall made a motion to add “Item 4.A - Amendment to  
137 Building Inspections and Planning Department Fee Schedule” as New Business item  
138 5.B and Item “4.B - Economic Development Incentive – Town Center Phase 1” as  
139 New Business Item 5.C. The motion passed 5-0 with Chairman McLain, Vice  
140 Chairwoman Sandra Duckwall and Commissioners Garry Meiggs, Clayton Riggs and  
141 Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no  
142 Commissioner not voting

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146 **New Business**

147

148 ***Item 5.A***

149 ***Point of Dispensing Site Memorandum of Understanding***

150

151 Manager Renshaw happily announced that in November 2014 CUMC leadership  
152 learned that their Duke Endowment grant request had been fully funded. CUMC has  
153 selected a dual-fuel (natural gas and propane) generator and installation contractor,  
154 and installation is expected to commence and be completed during the months of  
155 February/March, weather permitting. The generator and associated components are  
156 under a two year warranty period from time of installation and covers maintenance  
157 service, inspections, and repairs.

158

159 He reminded the board that the Camden United Methodist Church will use the  
160 \$55,000 Duke Endowment grant to fund the installation of an emergency power  
161 generator to power the Fellowship Hall for use as a Point of Dispensing (POD) site in  
162 the event of a natural disaster or emergency.

163

164 Working in consultation with the Pasquotank-Camden Emergency Management  
165 Coordinator, Christy Saunders, the CUMC leadership has proposed to provide the use  
166 of Fellowship Hall as a POD site to provide for the dispensing of medicine, food, and  
167 water to the Camden community. The POD site may also be used to shelter  
168 emergency responders in the event of a natural disaster or other emergency that  
169 would require such a facility. There currently is no such facility in Camden County.

170

171 The County Manager, in cooperation with the CUMC leadership and Pasquotank-  
172 Camden Emergency Management, has developed the attached formal Memorandum  
173 of Understanding (MOU) which outlines requirements and responsibilities of CUMC,  
174 Camden County, and Pasquotank-Camden Emergency Management for the use of the  
175 facility. Included within this MOU is a funding commitment on the part of Camden  
176 County to provide funding in an amount not to exceed \$1,500 annually for the fuel  
177 costs associated with required generator testing. Such funding shall be contingent

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178 upon Board of Commissioners approval and will commence on July 1, 2015 and each  
179 subsequent fiscal year that the MOU remains in effect.

180

181 The attached MOU has been reviewed by the Camden County Attorney, who has  
182 approved the document's legal form. As parties to this MOU, the CUMC Board of  
183 Trustees and Pasquotank-Camden Emergency Management (via approval and  
184 execution of the Pasquotank County Board of Commissioners) will also sign the MOU.  
185 The proposed MOU will be effective from execution date by all parties until it is  
186 terminated by CUMC, Camden County, or Pasquotank-Camden Emergency.

187

188

189 Commissioner Tom White made a motion to approve the attached Memorandum of  
190 Understanding for Facility Use in a Disaster or Event. The motion passed 5-0 with  
191 Chairman McLain, Vice Chairwoman Sandra Duckwall and Commissioners Garry  
192 Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no  
193 Commissioner absent; and no Commissioner not voting.

194

MEMORANDUM OF UNDERSTANDING  
FOR FACILITY USE IN A DISASTER OR EVENT

This Memorandum of Understanding is entered into by and among Camden County ("County"), Camden-Pasquotank Emergency Management ("EM") and Camden United Methodist Church ("Facility").

The purpose of this Memorandum of Understanding (MOU) is to define the relationship among the County, EM and the Facility during an emergency/crisis and/or natural disaster.

WHEREAS, the County and EM desires to partner with the Facility for the provision of a local Point of Dispensing (POD) site in the interest of the public welfare and safety in the event of an emergency and/or natural disaster; and

WHEREAS, a natural disaster includes flooding, ice storm, tornado, hurricane, or other naturally occurring weather related events. An emergency/crisis means an occurrence or condition which may result in an actual or imminent threat of harm to public health and/or safety or may result in future harm in the affected population; and

WHEREAS, the Facility acknowledges the intent to serve as a local Point of Dispensing Site (POD) for critical supplies. A POD is a location where supplies will be dispensed to the public; and

WHEREAS, the Facility acknowledges the intent to serve the needs of the Camden community during an emergency/crisis and or natural disaster, to the extent of its ability, upon request of the Camden-Pasquotank Emergency Management (EM) Coordinator or designee; and

NOW, THEREFORE, the parties to this Memorandum of Understanding hereby agree as follows:

The Facility agrees to the following:

1. Allow use of its facilities, grounds and equipment:  
After it is determined that the site will need to be activated and upon the request of EM and/ or designee, the Facility will permit the use of its facilities, grounds and equipment to EM and its associates, to the extent of its ability, within 12 hours of the request and for the time period being requested. Facility use may include, but it not limited to:
2. Designate three points-of-contact in case of an emergency:
  - i. An *Administrative* point-of-contact will serve as the primary point-of-contact. This person should have the authority and ability to open the facility/building at any time.
  - ii. A *Facilities* point-of-contact will work with EM for logistic needs.
  - iii. A *Security* point-of-contact will work with EM and local law enforcement in making security plans. This person should have the authority and ability to open the building(s).
3. Allow facilities to be visited by members of EM and local law enforcement for the development and maintenance of emergency operations plans and mass-dispensing plans. Visits will be made after receiving prior approval from the primary point-of-contact.

195

196

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4. Allow the facility/building to be listed in confidential Emergency Response Plans.
5. List primary and backup point-of-contacts and notify EM of changes in this contact information.
6. Encourage personnel to receive training with the Camden-Pasquotank Emergency Management to become volunteers with the Community Emergency Response Team (CERT).
7. Provide the County with periodic invoices detailing costs associated with the required testing and maintenance of the Facility's emergency power generator.

Camden-Pasquotank Emergency Management agrees to the following:

1. Provide a point-of-contact person to answer questions or concerns about these arrangements.
2. After the event and if possible through local government claims, work with appropriate reimbursing Federal/State Agencies to ensure the replacement or reimbursement to the Facility and County for any food, supplies, and utilities (including telephone charges, faxes, copying machines, copy paper, etc.) that may be used by EM.
3. Assure that any post-event clean-up is performed.
4. Provide CERT and POD training to Facility members that are interested in volunteering.
5. Ensure that plans are in place for POD and other facilities use.

Camden County agrees to the following:

1. Provide a point-of-contact person to respond to questions or concerns about the responsibilities enumerated in this Memorandum of Understanding.
2. Commencing on July 1, 2015 and continuing for the term of this Memorandum of Understanding and contingent upon approval of the Board of Commissioners, provide an annual funding contribution in an amount not to exceed \$1,500 in support of required testing and maintenance costs associated with the Facility's emergency power generator.

Time of Performance

This agreement shall be effective from the date it is signed until it is terminated by one of the previously listed parties. One or all of the parties may terminate this MOU at any time by giving 90 days written notice of intention to the other parties. This MOU may be immediately terminated upon consent of all parties.

Liability

1. The Facility does hereby agree to indemnify and hold harmless the County and Camden-Pasquotank County Emergency Management from any and all claims, demands, and judgments arising from this Memorandum of Understanding, including reasonable attorney's fees in defense of any and all claims, demands, expenses, liabilities, and losses as a result of incidents or damages to any facilities, which may arise out of any acts or failure to act by Camden-Pasquotank EM, Camden County, its employees, agents, volunteers or contractors in connection with their performances under the terms of this Memorandum of Understanding.
2. The Facility shall be liable for any and all claims, demands, expenses, liabilities, and losses as a result of incidents or damage to the facilities which may arise out of any acts or failures to act by the Facility, its employees, agents or contractors, in connection with the performance of the services provided by the Facility under the terms of this Memorandum of Understanding.

The parties to this Memorandum of Understanding hereby agree to any and all provisions as stipulated above.

Adopted this 20<sup>th</sup> day of January, 2015.

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**New Business**

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202

***Item 5.B***

203

***Amendment to Building Inspections and Planning Department Fee Schedule***

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As Planning Director Dan Porter presented the details of this Fee Schedule in the Public Hearing, Chairman McLain asks if there are any further questions or discussion on this item.

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CAMDEN COUNTY BOARD OF COMMISSIONERS  
Regular Meeting – January 20<sup>th</sup>, 2015

212  
213 Commissioner Clayton Riggs made a motion to approve the amended fee schedule as  
214 presented. The motion passed 5-0 with Chairman McLain, Vice Chairwoman Sandra  
215 Duckwall and Commissioners Garry Meiggs, Clayton Riggs and Tom White voting  
216 aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not  
217 voting

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

**BUILDING PERMIT FEES**

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

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

**ELECTRICAL**

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

**PLUMBING**

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

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

**INSULATION**

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

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

**MANUFACTURED HOMES**

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

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

Inground	\$150.00	Above Ground	\$50.00
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**DETACHED GARAGES, STORAGE, AND UTILITY BUILDINGS**

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

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

Trade Permit Minimum Fee	\$50.00
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*Inspections & Planning Dept. Fee Schedule  
Revised July 1, 2014  
Page 1 of 4*

CAMDEN COUNTY BOARD OF COMMISSIONERS  
 Regular Meeting – January 20<sup>th</sup>, 2015

Fuel dispensers, "freestanding" parking lot light poles, manufactured home pedestals \$5.00 ea.  
 Exhaust fans/water heater/RAC/Spa/Motors and machinery not specified \$5.00 ea.

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

**GAS**  
 Minimum Permit Fee \$50.00  
 Per outlet \$5.00

**NEGLIGENCE FEES**

Inspection Negligence Fee (Applies To): \$100.00  
 • Inspections called for but not ready  
 • Skipping any applicable mandatory inspection  
 • Re-Inspections called for without first correcting discrepancies noted by inspector  
 • Wrong sub-contractor other than on Trade Affidavit

No Permit Negligence Fee (Applies To): \$Varies  
 • Building or Trade Related Activities performed without first obtaining and paying for a building permit. Shall result in overall doubling of permit fee.

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

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

**LAND USE DEVELOPMENT FEES**

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

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

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

*Inspections & Planning Dept. Fee Schedule  
 Revised July 1, 2014  
 Page 3 of 4*

219  
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CAMDEN COUNTY BOARD OF COMMISSIONERS  
Regular Meeting – January 20<sup>th</sup>, 2015

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Minor Subdivision	\$200.00	Per Lot **
Private Access Subdivision	\$200.00	Per Lot **
<b>Planned Unit Development</b>		
Concept Plan	<u>See Rezoning</u>	
Master Plan and Amendments	\$1,000.00	(Includes Conditional Use Permit Fee)
Preliminary Plat Level	\$200.00	Per Lot
Final Plat Level	\$50.00	Per Lot
Commercial Site Plan Review	\$25.00	
<b>Stormwater Review Fees / Deposit</b>		
Major Subdivision (more than 5 acres)		\$6,000.00
Minor Commercial Site Plan Review (3 acres or less)		\$3,700.00
Major Commercial Site Plan Review *** (more than 3 acres)		\$5,400.00

**LAND DISTURBING ACTIVITY**

Fill Permit \$50.00

**NOTES:**

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

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

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

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

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

*Inspections & Planning Dept. Fee Schedule  
Revised July 1, 2014  
Page 4 of 4*

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230 **New Business**

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232 ***Item 5.C***233 ***Economic Development Incentive***

234

235 Chairman McLain asks if there are any questions or comments from the board.  
236 Hearing none.

237

238 Vice Chair Sandra Duckwall makes a motion to approve the Economic Development  
239 Incentive as presented. The motion passed 5-0 with Chairman McLain, Vice  
240 Chairwoman Sandra Duckwall and Commissioners Garry Meiggs, Clayton Riggs and  
241 Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no  
242 Commissioner not voting

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246 **Consent Agenda**

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248 Commissioner Garry Meiggs made a motion to approve the consent agenda as  
249 presented. The motion passed 5-0 with Chairman McLain, Vice Chairwoman Sandra  
250 Duckwall and Commissioners Garry Meiggs, Clayton Riggs and Tom White voting  
251 aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not  
252 voting

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***Consent Agenda***  
***Item 6.A - Draft Minutes***

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**Consent Agenda**  
**Item 6.B - Budget Amendments BA015-BA017**

2014-15-BA015  
CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend General Fund as follows:

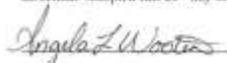
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Expenses:</b>			
106110-532010	E-Books	\$200.00	
106110-532009	Books	\$200.00	
<b>Revenues:</b>			
10506611-402001	Private Donation	\$600.00	

Donation from Friends of the Library.

This will result in a decrease of \$0.00 in the Contingency of the General Fund.

Balance in Contingency \$38,500.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction. Adopted this 20<sup>th</sup> day of January, 2015.

  
Clerk to Board of Commissioners

  
Chairman, Board of Commissioners

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2014-15-BA016  
CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend Social Services Trust Accounts Fund as follows:

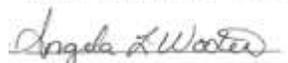
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Expenses:</b>			
518000-537400	Trust Account	\$4,500.00	
<b>Revenues:</b>			
51230800-437400	Trust Account	\$4,500.00	

New trust account in Department of Social Services.

This will result in a decrease of \$0.00 in the Contingency of the General Fund.

Balance in Contingency \$38,500.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction. Adopted this 20<sup>th</sup> day of January, 2015.

  
Clerk to Board of Commissioners

  
Chairman, Board of Commissioners

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CAMDEN COUNTY BOARD OF COMMISSIONERS  
 Regular Meeting – January 20<sup>th</sup>, 2015

2014-15-BA017  
 CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend the General Fund as follows:

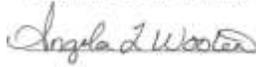
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
10-4100-545000	Contracted Services	\$15,000.00	
10-9990-500000	Contingency		\$15,000.00

This Budget Amendment is made to cover the board approved contract with McClees Consulting.

This will result in a decrease of \$15,000.00 in the Contingency of the General Fund.

Balance in Contingency \$23,500.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 20<sup>th</sup> day of January, 2015.



Clerk to Board of Commissioners



Chairman, Board of Commissioners

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**Consent Agenda**  
**Item 6.C - School Budget Amendments**

Budget Amendment

Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 8<sup>th</sup> day of January 2015 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2015.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		.00
5200	Special Instructional Programs		.00
5300	Alternative Program & Services	.00	
5800	School Based Support Services	.00	
6100	Support & Development Serv.	.00	
6400	Technology Support Services		.00
Explanation:			
Total Appropriation in Current Budget		\$	1,397,278.00
Amount of Increase/Decrease of Above Amendment			.00
Total Appropriation in Current Amended Budget ....		\$	1,397,278.00

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CAMDEN COUNTY BOARD OF COMMISSIONERS  
 Regular Meeting – January 20<sup>th</sup>, 2015

293

Budget Amendment

Camden County Schools Administrative Unit

Capital Outlay Fund

The Camden County Board of Education at a meeting on the 8<sup>th</sup> day of January, 2015, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2015.

Code Number	Description of Code	Amount	
		Increase	Decrease
9100	Category I Projects	.00	
Explanation:			
Total Appropriation in Current Budget		\$	658,748.60
Amount of Increase / (Decrease) of Above Amendment		+	.00
Total Appropriation in Current Amended Budget ....		\$	658,748.60

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Budget Amendment

Camden County Schools Administrative Unit

Local Current Expense Fund

The Camden County Board of Education at a meeting on the 8<sup>th</sup> day of January 2015 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2015.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		4,060.00
5300	Alternative Program & Services	4,060.00	
6900	Policy, Ldrship, & Pub Relations	80.00	
7100	Child Care Services		80.00
Explanation:			
Total Appropriation in Current Budget		\$	2,329,452.00
Amount of Increase/Decrease of Above Amendment			.00
Total Appropriation in Current Amended Budget ....		\$	2,329,452.00

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CAMDEN COUNTY BOARD OF COMMISSIONERS  
Regular Meeting – January 20<sup>th</sup>, 2015

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320

**County Manager's Report**

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323 County Manager Michael Renshaw introduces Stephanie Humphries as the New Finance  
324 Officer for the County.

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**Information from Board and Staff**

328

329 The following items were provided to the Board for their information, and a copy of these  
330 items is maintained in the Clerk's office.

331

332 A. Sheriff – December Monthly Report

333 B. RC&amp;D Winter Newsletter

334 C. Albemarle Commission - Evacuation Criteria

335 D. EMS Reports

336 E. Community Services Block Grant Program

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**Meeting Adjourned**

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342 At 7:26 PM, Chairman Michael McLain asked if there were any other matters to come  
343 before the Board of Commissioners, hearing none, and by acclamation the meeting was  
344 adjourned.

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Chairman Michael McLain  
Camden County Board of Commissioners

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ATTEST:

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Angela L Wooten  
Clerk to the Board

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

**Item Number:**                   **6.B**

**Consent Agenda**

**Meeting Date:**               **April 6<sup>th</sup>, 2015**  
**Attachments:**               **4 (97 Pages)**  
**Submitted By:**               **Stephanie Humphries,  
Finance Officer**

**ITEM TITLE:**               **Annual County and TDA  
Audit Services Award**

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

**SUMMARY:**

A request for bids was advertised on both the County Web site and in the Daily Advance. Three proposals were received. No bids were received from local firms (ten county region). A bid tabulation summary is attached. The lowest bid was Thompson, Price, Scott and Adams and based on our past experience with this firm and their level of knowledge we are satisfied with their bid for both the County audit and the TDA audit.

**RECOMMENDATION:**

The Finance Officer recommends that the Board of Commissioners award Thompson, Price, Scott, and Adams with a three (3) year agreement for the provision of audit services for both the County and Tourism Development Authority audit in the total amount of \$25,300 in Year 1, \$25,350 in Year 2, and \$25,400 in Year 3.



***Annual Audit Services Bid Tabulation***

	Year 1	Year 2	Year 3
Thompson, Price, Scott & Adams	County \$23,500 TDA \$1,800	County \$23,500 TDA \$1,850	County \$23,500 TDA \$1,900
SPDA	County \$23,500 TDA \$3,500	County \$24,500 TDA \$3,725	County \$25,500 TDA \$4,000
Rives and Associates	County \$34,238 TDA \$4,000	County \$34,238 TDA \$4,000	County \$35,950 TDA \$4,000



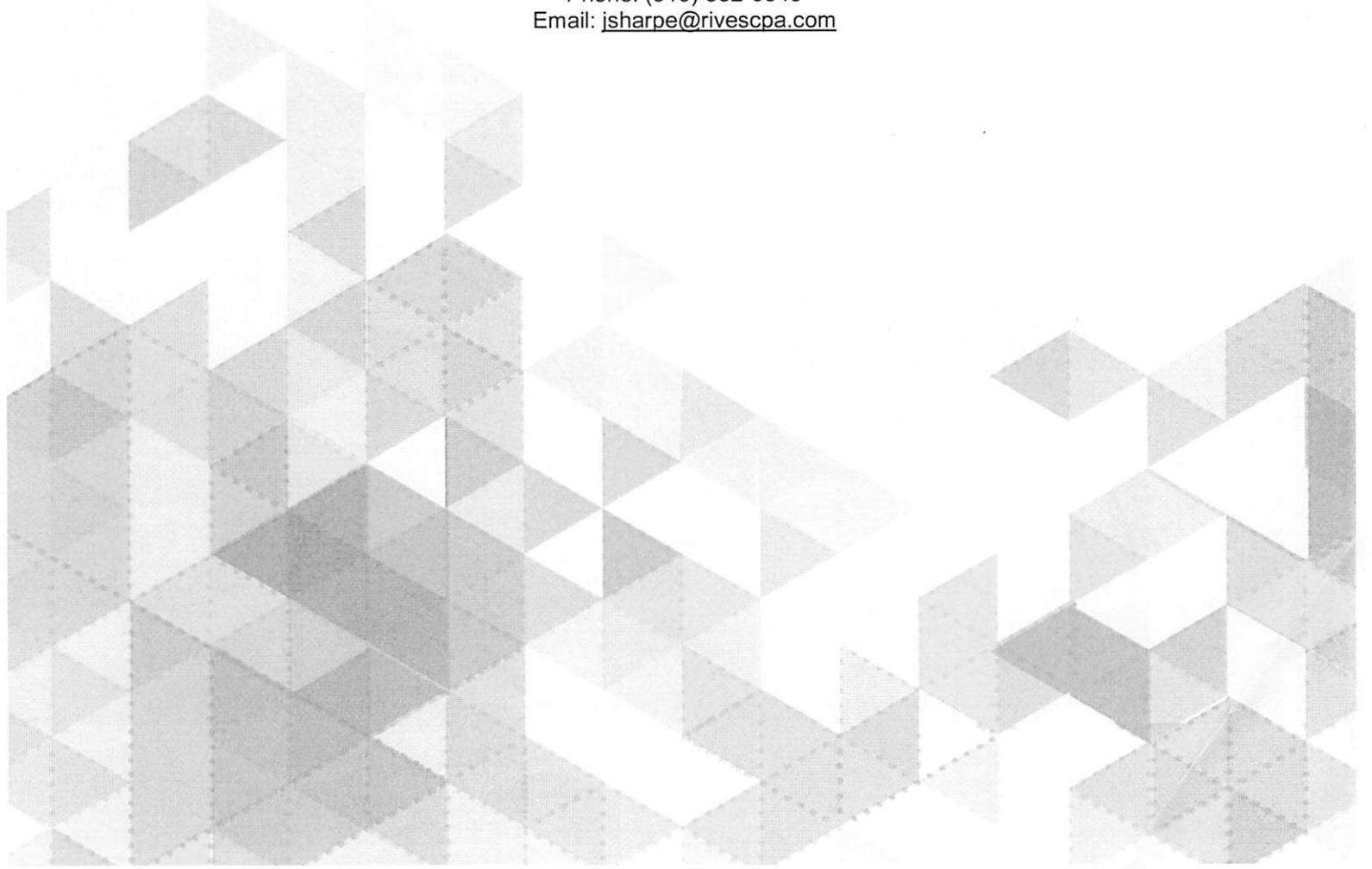
Rives & Associates, LLP  
Certified Public Accountants

Response to RFP #2015-001 for  
Audit Services

# CAMDEN COUNTY

## Responsible Office and Contact Person:

Jay E. Sharpe, CPA, CFE  
702 Oberlin Road, Suite 410  
Raleigh, North Carolina 27605  
Phone: (919) 832-6848  
Email: [jsharp@rivescpa.com](mailto:jsharp@rivescpa.com)





**RFP #2015-001  
CAMDEN COUNTY  
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**Attachments:**

- Attachment A – 2014 Peer Review Report
- Attachment B – Statement of Policy and Procedures – Independence
- Attachment C – Cost Proposal Breakdown



## **FIRST SECTION**

### **Firm Profile**

Rives & Associates, LLP is a professional limited liability partnership licensed by the North Carolina State Board of CPA Examiners and is engaged in the practice of public accounting with three offices in North Carolina. Rives & Associates, LLP was established in 2004 by W. Leon Rives and Leon L. Rives II. The Lexington practice was originally founded by W. Leon Rives in the early 1980s, doing business as W. Leon Rives CPA (sole proprietorship). The Firm added offices in Charlotte and Raleigh in order to facilitate growth and to serve existing clients across the State. With a staff of more than 50, Rives & Associates, LLP has evolved to serve North Carolina clients for over twenty-five years.

We have a primary objective to provide high quality audit, accounting, tax and advisory services to clients in the best professional manner. Our partners, managers, and staff are expected to comply with this statement of philosophy in order to achieve the desired objective. "Professionalism" in the accounting profession means integrity, objectivity, independence where required, adherence to professional standards and applicable laws and regulations, and a demonstrated will to maintain and improve the quality of professional services and to withstand all pressures competitive and otherwise, to compromise on principles, standards, and quality. Particularly in the field of auditing, professionalism requires an understanding of and dedication to the public interest. The public interest in audited financial statements has placed the public accounting profession in a unique position of public trust. Moreover, there is also a significant public interest in the way in which the Firm carries out accounting, tax and advisory services. Therefore, no client or Firm consideration is allowed to interfere with our ability to carry out our commitment to professionalism.

Our Non-Profit/Governmental Audit Team takes the audit service beyond the basics, by providing advice throughout the audit process to improve operations and ensure compliance with regulations and general statutes. We are a member of the American Institute of Certified Public Accountants Governmental Audit Quality Center, North Carolina Association of Certified Public Accountants, North Carolina Association of School Board Officials, the American Institute of Certified Public Accountants Private Practice Center, and the North Carolina Center for Nonprofits.

In 2010 Rives & Associates, LLP was named in the Top 5 North Carolina Small Businesses and in 2011 was named in the Top 50 Small Businesses in the South. The Firm was recently awarded "FAST 50" status in the Triad Area.

Rives & Associates, LLP initiated its practice in the non-profit and governmental service industry in response to our observation that larger firms were devoting fewer and fewer resources to their smaller and mid-size clients. The collective and extensive experience of our Non-Profit/Governmental Audit Team has developed one of the fastest growing service areas of Rives & Associates, LLP. Ever-changing accounting standards, economic conditions and the continued rise in operating costs have propelled our Non-Profit/Governmental Audit Team to help entities alleviate the pressures facing the industries. Our commitment to the non-profit and governmental industry is reflected in the significant growth of our practice, the retention of those clients and the low turnover of our employees.



The experience and capabilities of our Non-Profit/Governmental Audit Team include:

- Financial Audits
- Single Audits (A-133)
- Program Specific Audits
- Agreed-upon Procedures
- Forensic Audits
- Performance Audits
- Management Reviews
- Risk Assessment and Remediation
- Strategic Planning
- Internal Controls
- Efficiency Studies
- Staff Training Seminars

Our A-133 Single Audit experience, which we perform on a recurring basis, includes the following federal and state programs:

- Head Start and Early Head Start
- Child and Adult Care Food Program
- Special Education Cluster:
  - Education of the Handicapped
  - Children with Disabilities – Risk Pool
  - Coordinating Early Intervening Services
  - Preschool Handicapped
  - IDEA Targeted Assistance for Preschool Federal Grant
  - IDEA VI-B Special Needs Targeted Assistance
- Weatherization Assistance Program
- Workforce Investment Act
- N.C. Pre-K (More At Four)
- Community Services Block Grant
- Community Development Block Grant
- Vocational Education
- Title 1, Part A Cluster Grants
- Community Services Block Grant
- Improving Teacher Quality
- Title II Immigrant & Youth
- Race To The Top
- National School Lunch Program
- School Breakfast Program
- Education Technology
- English Language Acquisition Grants
- N.C. State Public School Fund
- Public Building Capital Fund
- State Buses Appropriation
- School Improvement Grants
- Parent Training and Information Program
- Technical Assistance For Parents
- Family to Family Health Information Program
- Child Abuse Prevention and Treatment Program
- Home Care Program



## 1. AUDIT STAFFING

The County's Audit will staff by Rives & Associates, LLP as follows:

- Partner Raleigh
- Senior Staff Raleigh
- Staff Raleigh
- Staff Raleigh
- Technical Reviewer Lexington

## 2. GOVERNMENT CLIENTS

<u>Current Governmental Audit Clients</u>	<u>Services Provided</u>	<u>Years Served</u>
Wake County Board of Education*	Financial Statement Audit, Single Audit – OMB Circular No. A-133	3
Town of Pittsboro*	Financial Statement Audit, Single Audit – OMB Circular No. A-133	2
Town of Goldston*	Financial Statement Audit	1
Town of Seagrove*	Financial Statement Audit	1
Cape Fear Center for Inquiry*	Financial Statement Audit, Single Audit - OMB Circular No. A-133	2
Water's Edge Village School*	Financial Statement Audit	1
Metrolina Regional Scholars' Academy*	Financial Statement Audit, Single Audit - OMB Circular No. A-133	5
Phoenix Academy*	Financial Statement Audit, Single Audit - OMB Circular No. A-133	1
Bethany Community Middle School*	Financial Statement Audit, Single Audit - OMB Circular No. A-133	1
Charlotte Choice School*	Financial Statement Audit, Single Audit - OMB Circular No. A-133	1
Caldwell Community College and Technical Institute	Financial Statement Audit	2



Davidson County Community College	Financial Statement Audit	1
Cary EMS	Financial Statement Audit	3
Eastern Wake EMS	Financial Statement Audit	3
Anson County Schools *	Financial Statement Audit, Single Audit - OMB Circular No. A-133	3
Craven County Schools	Financial Statement Audit, Single Audit - OMB Circular No. A-133	4
Charlotte Area Fund	Financial Statement Audit, Single Audit - OMB Circular No. A-133	3
Davie County Schools*	Financial Statement Audit, Single Audit - OMB Circular No. A-133	4
Durham Public Schools*	Financial Statement Audit, Single Audit - OMB Circular No. A-133	4
Ellis Cross-County Fire Department, Inc.	Financial Statement Audit, Yellow Book	6
Goldston Rural Fire Department	Financial Statement Audit, Yellow Book	6
Goldston-Gulf Sanitary District	Financial Statement Audit, Single Audit - OMB Circular No. A-133	6
Lexington City Schools*	Financial Statement Audit, Single Audit - OMB Circular No. A-133	4
Newton-Conover City Schools*	Financial Statement Audit, Single Audit - OMB Circular No. A-133	4
Regional Consolidated Services	Financial Statement Audit, Single Audit - OMB Circular No. A-133	6
Rowan County Rescue Squad, Inc.	Financial Statement Audit, Single Audit - OMB Circular No. A-133	5
Rowan Salisbury School System*	Financial Statement Audit, Single Audit - OMB Circular No. A-133	1



Rutherford County Schools*	Financial Statement Audit, Single Audit - OMB Circular No. A-133	4
Stanly County Schools*	Financial Statement Audit, Single Audit - OMB Circular No. A-133	5
Thomasville City Schools*	Financial Statement Audit, Single Audit - OMB Circular No. A-133	4
Union Academy*	Financial Statement Audit, Single Audit - OMB Circular No. A-133	3
Yadkin County Schools*	Financial Statement Audit, Single Audit - OMB Circular No. A-133	5

\* Prepared under current GASB 34 reporting requirements.

## References

We invite you to contact the below personnel of other current audit clients in regards to their audit experience with us.

### Town of Pittsboro

P.O. Box 759  
Pittsboro, NC 27312  
Nancy Emslie – Finance Officer  
[nemslie@pittsboronc.gov](mailto:nemslie@pittsboronc.gov)  
(919) 542-4621, ext. 61

### Wake County Public Schools

5625 Dillard Drive  
Cary, NC 27518  
Robyn Pressley – Senior Director of Accounting: [rpressley@wcpss.net](mailto:rpressley@wcpss.net)  
(919) 431-7335

### Davidson County Community College

P.O. Box 1287  
Lexington, NC 27293  
Laura Yarbrough – Dean, Financial & Administrative Services:  
[Laura\\_Yarbrough@davidsonccc.edu](mailto:Laura_Yarbrough@davidsonccc.edu)  
(336) 224-4669

Additional references available upon request.



### 3. PEER REVIEW

Rives & Associates, LLP is a member of the American Institute of Certified Public Accountants (AICPA) and participants in the AICPA Peer Review Program. The AICPA Peer Review Program,-- administered by the North Carolina Association of Certified Public Accountants in North Carolina, requires enrolled firms to have a peer review conducted by an independent evaluator, once every three years, of their accounting and auditing practice. Such review assures that the services we provide to our clients meet the highest level of standards in the accounting profession. Our most recent peer review for the year ended March 31, 2014, received a “pass” rating, the highest rating of quality controls. See a copy of the peer review report in Attachment A.

It is the policy of our Firm that our quality control system be monitored on an ongoing basis to provide the Firm with reasonable assurance that the policies and procedures established by the Firm for each of the other quality control elements (including quality control elements and activities not formalized in writing) of quality control are suitably designed and are being effectively applied. The adequacy and effectiveness of the Firm’s quality control system is monitored on an ongoing basis by the Firm’s quality control partner. As an integral part of the monitoring process, our quality control system is inspected annually to determine whether the Firm has complied with its stated quality control policies and procedures.

We are members of the AICPA, NCACPA and GFOA

### 4. ENGAGEMENT STAFF AND EXPERIENCE

The County’s audit will be staffed by Rives & Associates as follows:

Partner in Charge	Jay E. Sharpe, CPA, CFE	Raleigh	50 – 75%
Senior Staff	Jacob Allen, CPA	Raleigh	100%
Staff	Jennifer Cantey	Raleigh	100%
Staff	Unknown at this time	Raleigh	100%
Technical Review	Evan Rives, CPA	Lexington	0%
Managing Partner	Leon II Rives, CPA	Lexington	0%

#### Supervising Auditor

Jay E. Sharpe will be the Partner overseeing for the County’s audit. Additional information for each staff is as follows:



**Jay E. Sharpe, Partner – Director of Audit Services**

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Jay E. Sharpe, CPA, CFE is the Partner in the Raleigh office and Director of Audit Services for the Firm. Jay joined Rives & Associates, LLP in 2012 and brings over 15 years of experience in governmental and not-for-profit organizations. His work experience includes working with Charter Schools (all under *Government Auditing Standards*), School Boards (all under *Government Auditing Standards*), Community Colleges (all under *Government Auditing Standards*), EMS Units, HUD properties and a variety of different not-for-profit organizations.

In addition to his auditing experience, Jay performs forensic and fraud investigative services. He has led seminars in the past on preventing fraud and is on the Board of Directors for the local chapter for of the Association of Certified Fraud Examiner.

**Accreditations and Licenses**

- Bachelor of Science in Accountancy – The University of North Carolina at Wilmington
- Masters in Science in Accountancy – The University of North Carolina at Wilmington
- Licensed as a Certified Public Accountant in North Carolina (license # 27818)

**Professional Affiliations**

- American Institute of Certified Public Accountants (AICPA)
- North Carolina Association of Certified Public Accountants (NCACPA)
- Association of Certified Fraud Examiners (ACFE)

**Continuing Professional Education**

Jay has maintained required CPE levels over the past three years. He has taken over 160 credit hours during this period including annual ethics requirements, annual audit updates, fraud seminars and attended the local government and not-for-profit conferences held by the NCACPA. Jay has also led seminars on fraud and auditing techniques during the past three years.

**Governmental Audit Experience:**

As noted above, Jay recently joined the firm. Before joining Rives and Associates, LLP, Jay worked for another local CPA firm for over a decade and for the North Carolina Office of State Auditor for several years. *He has over then years' experience with the new reporting model.* His governmental audit experience includes the following:

Audit Client	Position Held	Years Served
Wake County Board Of Education	Manager	3*
Durham County Public Schools	Tech. Review	1*
Town of Pittsboro	Manager	2*
Town of Goldston	Manager	1*
Cape Fear Center for Inquiry	Manager/staff	13*



(charter)		
Metrolina Regional Scholars Academy (charter)	Manager	2*
Water's Edge Village School (charter)	Manager	2*
Phoenix Academy (charter)	Manager/Staff	11*
Bethany Community Middle School (charter)	Manager	5*
Hope Elementary Charter School	Manager	3*
Healthy Start Academy (charter)	Manager	3*
Exploris Middle School (charter)	Manager	3*
Charlotte Choice School	Manager	1*
Cary EMS	Manager	3
Eastern Wake EMS	Manager	3
Caldwell County Community College	Manager	2
Davidson County Community College	Manager	1

\* Financial statement prepared on new reporting model

### **Leon L. Rives II, Managing Partner**

Leon L. Rives II, CPA is a founding partner of Rives & Associates, LLP. Leon heads the Firm's tax, audit, accounting, and attest services practice, that serves local, national and international audit and attest clients. His wide variety of experience extends beyond the traditional financial statement services to include assisting clients with the implementation of new Governmental Accounting Standards Board pronouncements, internal control solutions, fraud detection engagements, special governmental projects, as well as other regulatory developments. Mr. Rives services to clients also include financial and compliance audits, agreed upon procedures, statutory accounting and consulting, as well as strategic and financial planning for clients. He is responsible for monitoring and commenting on all audit and accounting developments, and ensures that clients are kept updated and advised on the impact of new accounting standards.

His work experience includes more than 10 years' experience in governmental accounting. Throughout his career Leon has lead governmental audit and attest teams, as well as clients, through unprecedented change in Governmental Accounting Standards. In addition, he has served as a leader for various discussion panels in regards to the implementations of new internal controls in governmental organizations, implementation of new GASB standards, and accounting standards for utilities. Leon has authored and lectured many courses such as "Governmental Accounting Standards Board 54 and Implementing the New Challenging Standard", "Internal Controls in the SAS 115 Environment", "Internal Controls for Governmental Organizations", "Governmental Accounting Standards Update".



Mr. Rives is also responsible for driving the strategic direction of the Firm and promoting an objective of providing high quality audit, accounting, tax, and advisory services to clients in the best professional manner.

### **Continuing Professional Education**

His advanced continuing education includes attendance at the distinguished AICPA National Tax Institute, attendance at a variety of advanced audit and attestation related courses sponsored by the NC Association of CPAs and the American Institute of CPAs, as well as many of the highly regarded Insurance Industry courses by Booke Seminars annually. Mr. Rives also regularly instructs for Continuing Professional Education for both internal and external industry groups.

### **Accreditations and Licenses**

- Certified Public Accountant, State of North Carolina
- Accredited in Business Valuation
- Bachelor of Science in Accounting- University of North Carolina at Charlotte
- Bachelor of Business Administration in Finance - University of North Carolina at Charlotte

### **Professional Affiliations**

Leon is a member of the American Institute of Certified Public Accountants, and the North Carolina Association of Certified Public Accountants. In addition, he coordinates the Firm's registration, participation and membership with the PCAOB, the AICPA Private Company Practice Section (PCPS), the AICPA Governmental Audit Quality Center, and the AICPA Tax Section. In conjunction with his professional activities, Mr. Rives is proud to serve on the boards of directors for a wide variety of charitable non-profit and for-profit organizations.

### **Evan Rives, Audit Manager**

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Evan Rives is an Audit Manager based out of the Lexington office and has over 7 years of governmental audit experience. Evan's responsibilities include planning, supervising and reviewing accounting and auditing engagements, consulting on accounting and auditing matters and analyzing emerging regulations and rulings. His experience and technical skills are concentrated in the practice areas of Governmental, HUD-Assisted Programs, Nonprofit, Qualified Plans, Auto Dealerships and Manufacturing.

Evan's seven years of practice experience and industry-specific knowledge have come together to make him very highly valued by his clients and Rives & Associates, LLP. In addition, his broad range experience and unique skills allows him to consistently deliver quality audit and attest services, as well as value added services beyond the traditional compliance work. These services include training, teaching and formal instruction to industry groups and governmental units.



**Continuing Professional Education**

Evan’s continuing education extends to such specific areas as governmental, qualified plan, and not-for-profit accounting, and includes attendance at many distinguished NCACPA sponsored courses, including Local Governmental and Non-Profit Conferences, Compliance Auditing for School Districts, and Advanced Audits of School Districts. Evan is also a key contributor to the Firm’s internal professional education programs, and has taught various classes on governmental accounting topics.

**Accreditations and Licenses**

- Bachelor of Business Administration in Accounting - University of North Carolina at Wilmington
- Bachelor of Business Administration in Finance - University of North Carolina at Wilmington
- Licensed as a Certified Public Accountant in North Carolina (license # 36863)

**Professional Affiliations**

- North Carolina Association of Certified Public Accountants (NCACPA)
- Member of the NCACPA Governmental Accounting and Auditing Committee

**Governmental Audit Experience:**

Prior to joining Rives & Associates, LLP, Evan worked as an audit associate for two years with a national firm and provided audit services to various school systems and municipalities. His governmental audit experience at Rives & Associates, LLP is as follows:

<b>Audit Client</b>	<b>Position Held</b>	<b>Years Served</b>
Anson County Schools	Manager	3*
Newton-Conover City Schools	Manager	5*
Metrolina Regional Scholars Academy (Charter)	Manager	3*
Union Academy (Charter)	Manager	3*
Wake County Public School	Senior Associate	2*
Durham Public Schools	Senior Associate	2*
Craven County Schools	Manager	3*
Stanly County Schools	Senior Associate	2*
Yadkin County Schools	Senior Associate	2*

\* Financial statement prepared on new reporting model



All audit staff assigned to the County's audit will have previous government audit experience.

## 5. EDUCATION

It is a policy of Rives & Associates, LLP that all audit staff maintain at a minimum of 40 hours of CPE on an annual basis, rather or not that they have at their CPA license. This continuing professional education is accomplished through a combination of conferences, seminars, webinars, self-study course and internal CPE courses. Every staff assigned to the School System's audit will have sufficient CPE and Yellow Book credit hours on an ongoing basis. Some of the many seminars the Firm's staff has attended in recent years:

- Many staff including Jay, Jacob, and Evan attended the 2014 LGC Conference (The firm has sent multiple staff to the previous LGC conferences)
- Jacob and Jennifer attending audit updates courses this past fall led by the UNC School of Government.
- Jay attended a Government Audit Sampling Workshop instructed by the NC State Auditor, Beth Wood back in January 2014.

### **Authorized Non-Profit/Governmental Courses and Seminars:**

- Understanding, Applying & Documenting, Governmental Compliance Requirements
- GASB Update
- Auditing & Accounting
- Governmental Accounting and Auditing - Preparation/Developing/Writing
- Auditing of School Districts
- Governmental/Non-Profit Accounting & Auditing Update
- Internal Controls and SAS 115
- A & A Concepts & Financial Disclosure
- Yellowbook Update and Risk Assessment
- Governmental Audit Sampling - Substantive & Compliance

In addition to the in-house courses and seminars, the Non-Profit/Governmental Audit Team members also attend courses and seminars conducted by other organizations such as NCACPA and AICPA. Below is a sample of courses and seminars attended by the Non-Profit/Governmental Audit Team conducted by other organizations:

- Applying A-133 to Non-profit and Governmental Organizations
- NC Accountancy Law, Ethics, Principles and Professional Responsibilities
- Compliance Auditing Workshop
- Non-For-Profit Conference
- Studies on Single Audit and Yellow Book Deficiencies



- Local Government Commission Update
- Economic Update
- The SBI and White Collar Crime
- Introduction to School Board Audits
- Compliance Auditing School Districts
- Frequent Frauds Found In Governments and Not For Profits
- Professional Ethics and Conduct
- Malpractice Risk Seminar
- Employee Benefit Conference

## 6. SPECIALIZED SKILLS AND TRAINING

The following discusses some of the specialized skills and training for individuals that may be assigned to the Agency's audit.

**Jay E. Sharpe** – In addition to his CPA license, Jay holds his certified fraud examiners license. He is currently the President of the Central Carolina Chapter of the ACFE's. He has put on seminars in the past discussing fraud deterrence and detection methods.

**Leon L. Rives, II** - Leon has authored and lectured many courses such as "Governmental Accounting Standards Board 54 and Implementing the New Challenging Standard", "Internal Controls in the SAS 115 Environment", "Internal Controls for Governmental Organizations", "Governmental Accounting Standards Update".

**Evan Rives** – Evan is a current member of the NCACPA's governmental accounting and auditing committee. The Governmental Accounting and Auditing Committee (GAA) attempts to further recognition and development of generally accepted accounting principles as well as auditing standards and procedures for government entities. The committee responds to exposure drafts, informs members of new standards, and plans governmental CPE programs offered by NCACPA.

### Additional Governmental Services

Rives & Associates, LLP from time to time provides other services to government entities. A couple of example of these services includes the following:

- The Firm is currently conducting a forensic audit the Lumberton Housing Authority.
- The Firm consulted on the presentation of Foundations related to Cape Fear Community College and Carteret Community College when GASB 61 was introduced. This consultation included the determination of the Foundations as component units and their presentation on the financial statements if they were determined to be component units.
- Assisting the Office of the State Auditor with TSERS testing in compliance with GASB statements 67 and 68:



- o Anson County Schools for year ended June 30, 2014.
- o Durham County Schools for year ended June 30, 2014

## **7. INDEPENDENCE**

In accordance with the quality control document of Rives & Associates, LLP all professional personnel must be familiar with and adhere to the independence, confidentiality integrity, and objectivity rules, regulations, interpretations, and Rulings of the AICPA, the State of North Carolina Board of Accounting, the State of North Carolina CPA Society, state statutes, and other State or regulatory agencies where applicable. Independence, Confidentiality, Integrity, and Objectivity Representation is required by all personnel when hired and annually thereafter.

Independence on all audit engagements is reviewed on an annual basis to insure compliance with all rules that govern this topic. We have reviewed our independence in association with this proposed engagement and in all matters relating to the audit of Camden County, Rives & Associates, LLP is independent in fact and appearance. Please see Attachment B for a copy of our employee manual as it concerns independence.

## **8. INSURANCE COVERAGE**

Rives & Associates, LLP presently carries the following insurance policies:

1. Worker's Compensation - The Firm maintains Worker's Compensation Insurance, as required by the laws of North Carolina, as well as employer's liability coverage.
2. Commercial General Liability –General Liability Coverage on a Comprehensive Broad Form on an occurrence basis.
3. Automobile - Automobile Liability Insurance, to include liability coverage, covering all owned, hired and non-owned vehicles, used in connection with the contract.
4. Professional Liability - Professional Liability Coverage on a Comprehensive Broad Form on an occurrence basis.

All insurance meets the laws of the State of North Carolina. Insurance coverage is obtained from companies that are authorized to provide such coverage and are authorized by the Commissioner of Insurance to do business in North Carolina. The Firm shall at all times comply with the terms of such insurance policies, and all requirements of the insurer under any such insurance policies, except as they may conflict with existing North Carolina laws or this contract. The limits of coverage under each insurance policy maintained by the Firm shall not be interpreted as limiting the contractor's liability and obligations under the contract.



## **9. REGULATORY ACTIONS**

No regulatory action has been taken against the Firm, the Raleigh Office or any staff members that will be assigned to the audit during the past five years.

## **10. AUDIT SUBMISSION**

The Firm has the ability to submit the audit in various formats including PDF , Microsoft and Excel. We will work with the County to ensure proper submittal procedures are utilized. We have vast experience with submitting audit reports to a number of agencies including the North Carolina Local Government Commission, NC Office of the State Auditor and others.

## **11. GFOA CERTIFICATION**

The Firm routinely assists its government clients in their quest for GFOA Certificate of Achievement for Excellence in Financial Reporting. Three examples of our clients that have received this achievement are:

- Wake County Board of Education – The School System has received this achievement all three years we have conducted their audit.
- Union Academy Charter School – This was the first charter school and one of the very few in North Carolina to receive this achievement with our assistance.
- Craven County Board of Education - The School System has received this achievement all three years we have conducted their audit.



# **ATTACHMENT A**

**2014 Peer Review Letter**

# MPK GROUP, PC

CERTIFIED PUBLIC ACCOUNTANTS

SUITE 224 • 700 CENTURY PARK SOUTH • BIRMINGHAM, ALABAMA 35226

MEMBERS

AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

ALABAMA SOCIETY OF CPAs

TELEPHONE  
(205) 978-8220

FACSIMILE  
(205) 978-8224

## SYSTEM REVIEW REPORT

To the Owners of  
Rives & Associates, LLP  
and the Peer Review Committee of the North Carolina Association of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Rives & Associates, LLP (the firm) in effect for the year ended March 31, 2014. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As part of our peer review we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary).

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards* and an audit of an employee benefit plan.

In our opinion, the system of quality control for the accounting and auditing practice of Rives & Associates, LLP in effect for the year ended March 31, 2014, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Rives & Associates, LLP has received a peer review rating of *pass*.

*MPK, Group, PC*

August 6, 2014

# **ATTACHMENT B**

## **Statement of Policy and Procedures - Independence**

# MPK GROUP, PC

CERTIFIED PUBLIC ACCOUNTANTS

SUITE 224 • 700 CENTURY PARK SOUTH • BIRMINGHAM, ALABAMA 35226

**MEMBERS**

AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

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We have reviewed the system of quality control for the accounting and auditing practice of Rives & Associates, LLP (the firm) in effect for the year ended March 31, 2011. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary).

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards* and an audit of an employee benefit plan

In our opinion, the system of quality control for the accounting and auditing practice of Rives & Associates, LLP in effect for the year ended March 31, 2011, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Rives & Associates, LLP has received a peer review rating of *pass*.

*MPK, Group, PC*

July 20, 2011

# Cost Proposal

# MPK GROUP, PC

CERTIFIED PUBLIC ACCOUNTANTS

SUITE 224 • 700 CENTURY PARK SOUTH • BIRMINGHAM, ALABAMA 35226

## MEMBERS

AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

ALABAMA SOCIETY OF CPAs

TELEPHONE  
(205) 978-8220

FACSIMILE  
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To the Owners of  
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We have reviewed the system of quality control for the accounting and auditing practice of Rives & Associates, LLP (the firm) in effect for the year ended March 31, 2011. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary).

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards* and an audit of an employee benefit plan

In our opinion, the system of quality control for the accounting and auditing practice of Rives & Associates, LLP in effect for the year ended March 31, 2011, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Rives & Associates, LLP has received a peer review rating of *pass*.

*MPK, Group, PC*

July 20, 2011

## **Excerpt from Rives & Associates, LLP Quality Control Document**

### **Relevant Ethical Requirements**

It is the firm's policy that all professional personnel be familiar with and adhere to relevant ethical requirements of the AICPA, contained in the *Code of Professional Conduct*, the State of North Carolina Board of Accountancy, and the State of North Carolina Association of CPA's in discharging their professional responsibilities as well as those for any other state under whose jurisdiction may apply. Furthermore, it is the policy of our firm that, for engagements subject to *Government Auditing Standards* and other applicable regulatory agencies, all professional personnel be familiar with and adhere to the relevant ethical requirements included in those standards and that personnel will always act in the public interest. Any transaction, event, circumstance, or action that would impair independence or violate the firm's relevant ethical requirements policy on an audit, attestation, review, compilation engagement, or other service subject to the standards of the AICPA Auditing Standards Board or the AICPA Accounting and Review Services Committee (as required under Rules 201 and 202) is prohibited. Additionally, when the firm and its professional personnel encounter situations that raise potential independence threats but such situations are not specifically addressed by the independence rules of the AICPA *Code of Professional Conduct*, the situation will be evaluated by referring to the *Conceptual Framework for AICPA Independence Standards* and applying professional judgment to determine whether an independence breach has occurred. The firm will take appropriate action to eliminate those threats or mitigate them to an acceptable level by applying safeguards. If effective safeguards cannot be applied, the firm will withdraw from the engagement or take other corrective actions as appropriate to eliminate the breach.

Although not necessarily all-inclusive, the following are considered to be prohibited transactions and relationships:

1. Investments by any partner or professional employee in a client's business during the period of a professional engagement defined as an audit, attestation, review, compilation engagement, on other service subject to the independence standards of the AICPA, State Board of Accountancy on other applicable regulatory agencies, including a commitment to acquire any direct or material indirect financial interest in a client.
2. An investment in an entity or property by any of the following individuals and the client (or the client's officers or directors, or any partner who has the ability to exercise significant influence over the client) that enables them to control (as defined by GAAP for consolidation purposes) the entity or property:
  - a. An individual on an attest engagement team.
  - b. An individual in a position to influence the attest engagement by doing any of the following:
    - i. evaluating the performance or recommending the compensation of the attest engagement partner,
    - ii.. directly supervising or managing the attest engagement partner and all of that partner's superiors,
    - iii.. consulting with the attest engagement team about technical or industry-related issues specific to the engagement, or

- iv. participating in or overseeing quality control activities, including internal monitoring, with respect to the attest engagement.
  - c. A partner or manager who provides nonattest services to the attest client beginning once he or she provides ten or more hours of nonattest services to the client within any fiscal year and ending on the later of the date:
    - i. the firm signs the report on the financial statements for the fiscal year during which those services were provided, or
    - ii. he or she no longer expects to provide ten or more hours of nonattest services to the attest client on a recurring basis.
  - d. A partner in the office in which the lead attest engagement partner primarily practices with respect to the attest engagement.
  - e. The firm and its employee benefit plans.
3. Borrowing from or loans to a client, or client's personnel during the period of a professional engagement by any of the individuals listed in items 2. a,-e., except as grandfathered or permitted.
  4. Accepting or offering gifts or entertainment from or to a client unless reasonable in the circumstances and approved by the managing partner.
  5. Certain family relationships between professional personnel and client personnel. (Consult the managing partner for a ruling on such relationships.)

Notwithstanding the preceding policy and list of prohibited transactions and relationships, at the managing partners' discretion, certain prohibitions can be waived if it is deemed to be in the best interest of the firm. However, in so doing, the engagement service performed for the client must be limited to that allowed by AICPA professional standards.

The firm ensures compliance with this policy by implementing the following procedures:

1. All personnel have ready access to the relevant ethical requirements to which the firm is subject. Those requirements include the AICPA *Code of Professional Conduct*, the State of North Carolina Board of Accountancy, and the State of North Carolina Association of CPA's ethical requirements. The firm maintains a current copy of those ethical requirements in the firm's library and personnel also have online access to the information. The firm expects its personnel to be familiar with those relevant ethical requirements.
2. All professional personnel are required to sign a representation letter when hired (and annually thereafter) that acknowledges their familiarity with the firm's relevant ethical requirements policy and procedures, particularly with regard to independence. Such signed representation letters are also required from part-time, seasonal, and contract professionals and any other individuals who work on accounting and auditing engagements and are required to be independent. Ethics training is provided for professional personnel at least every three years. Such training covers the firm's relevant ethical requirements policy and procedures and the independence and ethical requirements of all applicable regulators.
3. All professional personnel review the firm's current client list in conjunction with completing the representation letter for identification of threats to, or breaches of, independence. The current client list is maintained by the QC partner and changes to the list are communicated on a timely basis by a memorandum from the QC partner. When hired (and annually thereafter), all professional personnel are required to sign a

representation that confirms this responsibility.

4. To ensure that independence is properly addressed at the engagement level, the engagement partner will consider relevant information about client engagements and evaluate the overall effect, if any, on independence requirements as part of the engagement and acceptance decision. In making this determination, any familiarity threat related to senior personnel recurring on an audit or attest engagement for five years or more will be considered, including any other specific rotation requirements of regulatory agencies or other authorities. Additionally, the work programs and forms in the accounting and auditing manuals used by the firm contain steps requiring an evaluation of independence on each new and recurring engagement. Furthermore, those manuals contain reporting guidance for the types of engagements where a lack of independence is allowed.
5. All professional personnel are required to promptly notify the designated QC partner of any circumstances or relationships that may create a potential threat to independence (such as a potential prohibited transaction) or an independence breach, so that appropriate action can be taken. To acknowledge that responsibility, professional personnel are required when hired (and annually thereafter) to sign a representation letter and to list known circumstances and relationships that may create a potential threat to independence or violate the firm's relevant ethical requirements policy. (Each individual keeps a copy of their representation letter, which includes cross references to the professional standards of relevant ethical requirements that govern the firm. Professional standards, including the AICPA's Conceptual Framework for AICPA Independence Standards, and the advice of the QC partner may be consulted if an employee is unsure if a threat to independence should be reported to firm management.).
6. If a potential threat to independence is identified, the QC partner accumulates and communicates relevant information to appropriate personnel so (a) firm management and the engagement partner can determine whether they satisfy independence requirements, (b) the engagement partner can take appropriate action to address identified threats to independence, and (c) the firm can maintain current independence information. For clients of whom the firm is not independent, only compilation services are performed and the firm discloses the lack of independence in its accountant's compilation reports for those clients.
7. If performing a group audit, the firm is required to obtain a written representation regarding the component auditor's independence with respect to the client. The auditing manuals used by the firm contain examples of representation letters to use in such situations. Furthermore, in a review or attestation engagement, if another firm performs work on a segment of the engagement, a representation (either written or oral) regarding the other firm's independence is required. The engagement programs in the accounting and auditing manuals used by the firm contain steps to ensure compliance with this procedure.
8. The engagement partner (or the accountant in charge under the partner's supervision) has the primary responsibility for determining if there are unpaid fees on any of his clients that would impair the firm's independence. The engagement work programs and standard forms used by the firm contain steps to ensure compliance with this procedure. The firm's client accounts receivable listing and the engagement partner's knowledge of unbilled fees should be considered in making this determination. In addition, the managing partners have secondary responsibility to review the firm's

accounts receivable listing on a periodic basis to identify potential independence problems.

9. The engagement partner has the primary responsibility to identify all nonattest services performed for an attest service client and for determining if such nonattest services impair independence with respect to that client. Reviewing nonattest services performed for attest clients includes obtaining and documenting an understanding with the client regarding the client's responsibilities for the nonattest services performed by the firm. Where applicable, this includes determining whether such nonattest (nonaudit) services impair independence under the independence rules in Government Auditing Standards for ongoing, planned, and future audits. Firm engagement work programs for all attest and compilation engagements include steps to ensure compliance with this procedure.
10. The engagement partner has the primary responsibility for determining whether actual or threatened litigation has an effect on the firm's independence with respect to the client. The firm's independence could be impaired by litigation (a) between the client and the firm, (b) with the client company's securities holders, and (c) from other third parties.
11. If the firm is engaged as principal auditor to report on the basic financial statements of a financial reporting entity, all professional personnel must be independent of the financial reporting entity. If the firm is engaged as principal auditor to report on a major fund, nonmajor fund, internal service fund, fiduciary fund, or governmental component unit of the financial reporting entity, all professional personnel must be independent of the fund or entity the firm reports on. The engagement partner has the primary responsibility for determining whether the firm's relationship with entities in the governmental financial statements has an effect on independence.
12. The managing partners have the primary responsibility for determining whether the firm was a party to a cooperative arrangement with a client that was material to the firm or the client.
13. The QC partner is responsible for obtaining the representation letters, reviewing them for completeness, and accumulating relevant information relating to identified threats to relevant ethical requirements matters (including questions from the representation letters and those from other sources). In determining a resolution, firm management should consider the AICPA's Conceptual Framework for AICPA Independence Standards and, when necessary, consult the AICPA or the North Carolina Association of CPA's for assistance in interpreting independence, integrity, and objectivity rules. Documentation of the resolution of a relevant ethical requirements matter should be filed in the client's permanent workpaper files. Firm management is also responsible for determining actions to be taken when professional personnel violate firm independence policies and procedures. The action for each incident is determined based on its unique circumstances and may include eliminating a personal impairment, requiring additional training, drafting a reprimand letter, or even termination.
14. The QC partner is responsible for monitoring the firm's independence of attest clients at which partners or other senior personnel have been offered management positions or have accepted offers of employment. The independence, integrity, and objectivity questionnaire used by the firm and the client acceptance checklists used by the firm in attest engagements include questions to help ensure compliance with this requirement.

15. If a breach of independence is identified, the firm promptly communicates the breach and the required corrective actions to (a) the engagement partner, who (along with the firm) has the responsibility to address the breach and (b) other relevant personnel in the firm and those subject to the independence requirements who need to take appropriate action. The engagement partner confirms to the firm when required corrective actions related to the breach and noncompliance with these policies and procedures have been taken.
16. At least annually, the QC partner reviews the firm's relevant ethical requirements policy and procedures to determine if they are appropriate and operating effectively.



Rives & Associates, LLP  
Certified Public Accountants

Response to RFP #2015-001 for  
Audit Services

## CAMDEN COUNTY

**Responsible Office and Contact Person:**

Jay E. Sharpe, CPA, CFE  
702 Oberlin Road, Suite 410  
Raleigh, North Carolina 27605  
Phone: (919) 832-6848  
Email: [jsharp@rivescpa.com](mailto:jsharp@rivescpa.com)





**RFP #2015-001  
CAMDEN COUNTY  
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**Attachments:**

- Attachment A – 2014 Peer Review Report**
- Attachment B – Statement of Policy and Procedures – Independence**
- Attachment C – Cost Proposal Breakdown**



## **SECOND SECTION**

### **1. PRIMARY CONTACT**

Jay Sharpe, Partner and Director of Audit Services will be the primary contact for the County's audit. His contact information is as follows:

702 Oberlin Road, Suite 410  
Raleigh, NC 27605  
919-832-6848  
jsharpe@rivescpa.com

### **2. MANAGEMENT LETTER CONTENT**

During compliance and substantive testing we may note certain matters involving internal control and other operational procedures. Our job as your auditor will be to ensure that you understand where you have deficiencies or weaknesses so that you can make informed decisions on how best to respond to these risks. We may identify the following types of deficiencies:

- **Control Deficiency**  
A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. This type of deficiency is communicated in the management letter.
- **Significant Deficiency**  
A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.
- **Material Weakness**  
A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis.

We will communicate to you orally and in a letter, all deficiencies noted and recommendations for your consideration, intended to improve the internal control and/or the results of the operating efficiencies. The letters are solely for management, those charged with your organization's governance, others you deem appropriate within you organization and any governmental authorities you need to share this information with.



### 3. STAFF ASSISTANCE

Our Firm uses state of the art technology in addition to e-mail and file sharing as much as possible, **eliminating all unnecessary paper** and removing geographic limitations. We customarily utilize paperless and electronic engagement software in the field to share data with staff working on the same engagement using Virtual Office CS – Creative Solutions Accounting Products and Engagement. Therefore, the items outlined in the Request for Proposal (RFP) and other requested items are preferred in electronic format whenever possible. In addition to the environmental benefit, this can save significant amounts of time in calculations, sampling, procedures, and record keeping ultimately reducing audit costs.

We fully understand that minimizing costs is a high objective of both the Firm and the County. In order to accomplish this, we do expect complete cooperation from the County's staff during the performance of the audit. This includes preparing as many of the schedules and supporting documentation as possible and being available for questions and discussion. We understand the Staff at the County is very busy in their daily responsibilities. An audit can be a burden for a short period of time, but the better the cooperation, the more efficient the audit can be performed and the quicker the auditors will leave! We can designate specific time to ask questions of staff if needed.

We would prefer receiving the trial balance of the County in an excel format or a format that can be converted into excel in order to more easily input the balances into our auditing software.

### 4. AUDIT PLAN

We plan on being onsite for approximately two to three weeks to perform fieldwork. This will be broken up between preliminary and final fieldwork. The following is our preliminary audit plan.

This is a tentative schedule. Actual dates will be determined in a preliminary meeting with management.

April 2015                      Rives & Associates is awarded the audit.

April 2015                      Engagement letter / contracts are prepared. A preliminary meeting with management is set. Signed engagement letters / contracts are returned to Rives & Associates. Rives & Associates communicates with the predecessor auditors and sets up a time to review their working papers.



May / June Preliminary fieldwork will be performed if agreed upon by the County. This would consist of internal control testing, inventory observation (if deemed material) and compliance testing. We expect to be on site for preliminary field work for approximately three days.

**Engagement Planning**

May / June Planning and our risk assessment will be completed. We will also send the County a list of the items we will need to complete our regular fieldwork at this time along with any bank, loan (if applicable) and revenue confirmations.

July / August Rives & Associates, LLP will receive trial balances in advance of fieldwork so we can enter into our system and conduct preliminary analysis. We know the staff at the County is very busy in their routine responsibilities. Our goal is to limit the disruption. We use a paperless engagement system, so documents can be sent ahead of fieldwork.

**Engagement Fieldwork**

August / September Rives & Associates, LLP will conduct final fieldwork. The exact dates will be discussed with management. All issues we note during our audit will be discussed with staff before fieldwork is complete. We expect to be on site for final fieldwork for approximately one week.

**Engagement Conclusion**

September / October The financial statements will be prepared by the Auditor. We will review in detail and offer the County any changes or suggestions to the financial statements based on current standards.

Upon completion of our review of the financial statements, we will assist the County the submission to the LGC. The financial statements will be finalized upon the LGC's approval. We will also assist with Data Collection Form Submissions.

November/December We will present the audit to any requested Board and / or committee meetings.



## 5. FEES

The following is our fee proposal for the audit services for the Camden County for the fiscal year ending June 30, 2015 and following two years:

June 30, 2015	Audit Services	<u>\$ 34,238 *</u>
June 30, 2016	Audit Services	<u>\$ 34,238 *</u>
June 30, 2017	Audit Services	<u>\$ 35,950 *</u>

Please see Attachment C for a cost proposal breakdown for various costs, rates and timing of hours.

We determine the fee by estimating the number of hours it would take to complete the audit multiplied by the billing rates of anticipated staff on the engagement. The estimate also includes any other estimated costs to perform the engagement. The firm recognizes that governments and government agencies are sensitive to costing into today's economic conditions. We have discounted our fees in response to this. We attempt to keep fees for governments as flat as possible, but due to increases in operating costs or an increase in procedures (either due to new accounting pronouncements or additional accounting / compliance initiated by organizational growth), inevitably, fees may increase. We will discuss any fee increases with management.

\* This fee is an estimate based on our expectation of the amount of worked needed to complete the audit services for the County. If the actual work is less than the fee quoted above, the County will be charged the lesser amount.

## 6. OTHER INFORMATION

### Audit Programs

Our audit programs are combinations of programs made in house and programs which are issued by governmental authorities and private publishers such as Practitioners Publishing Company (PPC). We generate unique programs for each audit based on the client's industry and our risk assessment software. The use of this risk assessment software allows us to assess risk to each individual section of the financial statements and to generate additional tasks for higher risk areas. We able to customize the programs as needed. We subscribe to the local government industry from PPC.



## **Statistical Sampling**

We will use a combination of statistical and non-statistical sampling in our audit approach. We will determine which method to use based on auditor judgment during planning and creation of procedures. Statistical sampling will include use of either simple random sampling using a random number generator or interval sampling. Non-statistical sampling will include use of judgmental selection and haphazard selection. Audit procedures performed on selected samples along with analytical procedures will be used to obtain sufficient appropriate audit evidence to afford a reasonable basis for an opinion regarding the financial statements under audit. When appropriate, we will also use Dual-Purpose Sampling to test the operating effectiveness of controls and tests of the recorded monetary amounts, minimizing the time spent on repetitive tasks, thereby saving audit costs. The sample sizes will be directly related to the assessment of the inherent risk and the control risk of the entity.

We will gain an understanding of internal controls through the use of internal control walkthroughs. We typically perform test controls over major areas such as cash disbursement, receipts and payroll. We prefer to conduct internal control testing during interim fieldwork and during the actual year under audit so we can gain an understanding of controls during the year.

## **Computer Specialist**

We do use a computer audit specialist when a need arises. However, due to the heavy investments that our Firm has made in technology and the knowledge that our staff has, we are typically able to handle computer related issues without the need of a specialist. Our staff will obtain an understanding of the internal controls surrounding the computer systems to identify any potential weakness that may have a direct and material impact on the financial statements and we will make recommendations directly to management in areas where weakness are identified.

## **Other**

We at Rives & Associates, LLP pride ourselves on providing a service model that thrives on being more responsive to our clients. We want to serve our clients and work **with** them, not simply be a vendor that works for the client. We allow our clients access to our most experienced personnel. We believe we are the size the CPA firm that can give those personal services to organizations the size of the Camden County. We understand that many CPA firms could perform an audit, but it is the personal service that makes the difference. We want all our clients to succeed and we want to assist them in doing so.

As noted above, our service model calls for our most experienced personnel to be available to our clients. Firm personnel at the manager or partner level will be heavily involved in the engagement services for the School System.



From our experience in acquiring new clients, one of the largest factors in the decision to change CPA firms is staff turnover on the Client's engagement. While staff turnover on client engagements cannot be avoided, we are dedicated to having the engagement team for the County be consistent from year to year.



# **ATTACHMENT C**

## **Cost Proposal Breakdown**

**CAMDEN COUNTY**  
**Cost Proposal**  
**Audit Services - June 30, 2015**

The following is a summary of our cost proposal for the audit services of Camden County for the year ended June 30, 2015. This cost proposal is on a "not-to-exceed" basis.

<b>Personnel Costs</b>	<u>Partner</u>	<u>Senior Staff</u>	<u>Staff</u>	<u>Staff</u>	<u>Total</u>
Preliminary meetings and fieldwork	18	24	24	24	90
Year-end on-site work	24	40	40	40	144
Work performed in auditor's office (planning, wrap up, financial statements, etc.)	22	24	8	8	62
<b>Total Hours</b>	<b>64</b>	<b>88</b>	<b>72</b>	<b>72</b>	<b>296</b>
<b>Rates</b>	<b>\$ 175</b>	<b>\$ 110</b>	<b>\$ 100</b>	<b>\$ 100</b>	
	<b>\$ 11,200</b>	<b>\$ 9,680</b>	<b>\$ 7,200</b>	<b>\$ 7,200</b>	<b>\$ 35,280</b>
Travel					\$ 5,000
Cost of supplies and materials					\$ -
Other costs					<u>\$ -</u>
<b>TOTAL COSTS</b>					<b>\$ 40,280</b>
Governmental discount			15%		<u>\$ (6,042)</u>
<b>COST PROPOSAL</b>					
			June 30, 2015		<b>\$ 34,238 *</b>
			June 30, 2016		<b>\$ 34,238 *</b>
			June 30, 2017		<b>\$ 35,950 *</b>

\* This is a cost not to exceed. If the costs are less than the quoted amount, the County will be charged the lesser amount.

**CAMDEN COUNTY AUDIT COST ESTIMATE (Per Year)**  
**THREE YEAR CONTRACT**

	FYE 2012 <sup>5</sup>	FYE 2013 <sup>6</sup>	FYE 2014 <sup>7</sup>
Base charge – Financial Audit	32,638 <sup>00</sup>	32,638 <sup>00</sup>	34,350 <sup>00</sup>
Base charge- Compliance Audit	1,600 <sup>00</sup>	1,600 <sup>00</sup>	1,600 <sup>00</sup>
Charge per program for additional compliance testing	①	①	
Other:			
<b>Total</b>	34,238 <sup>00</sup>	34,238 <sup>00</sup>	35,950 <sup>00</sup>

**Basis/methodology of cost estimate:**

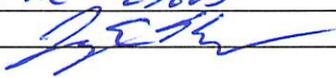
See page 19

① depends on program

\$1,000<sup>00</sup> - \$2,000<sup>00</sup>

**Basis for determining cost estimate after first year:**

Based on operating cost increases

BIDDER NAME: RIVES+ ASSOCIATES, LLP	Primary Contact: JAY SHARPE
Address: 702 OBERLIN ROAD	Telephone: 919-832-6848
SUITE 410	Fax: 919-832-7288
ROLEIGH NC 27605	E-mail: jsharpe@rivescpa.com
Authorized Signature: 	Date: 3-4-2015

**INCLUDE SEPARATE ESTIMATE FOR TOURISM DEVELOPMENT AUTHORITY**

Tourism Development Authority

**CAMDEN COUNTY AUDIT COST ESTIMATE (Per Year)**  
**THREE YEAR CONTRACT**

	FYE 2012	FYE 2013	FYE 2014
Base charge – Financial Audit	4,000 <sup>00</sup>	4,000 <sup>00</sup>	4,000 <sup>00</sup>
Base charge- Compliance Audit	-	-	-
Charge per program for additional compliance testing	-	-	-
Other:	-	-	-
<b>Total</b>	4,000 <sup>00</sup>	4,000 <sup>00</sup>	4,000 <sup>00</sup>

**Basis/methodology of cost estimate:**

**Basis for determining cost estimate after first year:**

BIDDER NAME: RIVES & ASSOCIATES, LP	Primary Contact: JOY CHURCH
Address: 702 OBERLIN ROAD	Telephone: 919-832-6818
SUITE 410	Fax: 919-832-7288
RALEIGH NC	E-mail: jchurch@rivescpa.com
Authorized Signature: 	Date: 3-4-15

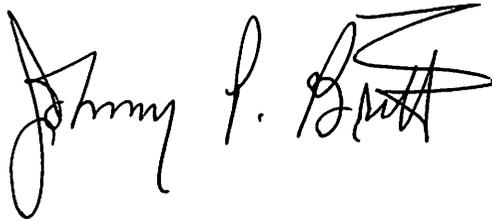
**INCLUDE SEPARATE ESTIMATE FOR TOURISM DEVELOPMENT AUTHORITY**

# SPD&A

S. Preston Douglas & Associates, LLP  
Certified Public Accountants

**Camden County**  
**Year Ended June 30, 2015**

## **SECTION ONE**

A handwritten signature in black ink, appearing to read "Johnny P. Britt". The signature is stylized with a large initial "J" and a prominent flourish at the end.

**Johnny P. Britt, CPA, Partner**  
**S. Preston Douglas & Associates, LLP**  
122 Memory Plaza  
Whiteville, NC 28472  
(910) 642-6692 ext. 130

**Date of Proposal - February 19, 2015**

**S. Preston Douglas & Associates, LLP**  
**Section One**  
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**1. Audit Personnel by Level****Partner in charge:**

1. Johnny P. Britt, CPA

**Audit Staff:**

1. Jan Lennon, CPA
2. Lee Grissom, CPA, CFE
3. Matt S. McLean
4. Austin Eubanks

**Review Partner:**

1. John D. Masters, CPA

**2. List of Local Office's Governmental Audit Clients**

<u>Unit</u>	<u># of Years Served</u>	<u>Type of Service</u>
Alamance Community College	2	Audit
Calabash ABC Board	5+	Audit
City of Archdale	3	Audit
City of Greer, SC	4	Audit
City of Lumberton	10+	Audit
Leland Tourism Development Authority	3	Audit
Lumbee Tribe of North Carolina	3	Audit
Lumberton Area Vistors Bureau	3	Audit
Pembroke Tourism Development Authority	3	Audit
Robeson County Schools	10+	Audit
Robeson Health Care Corporation	20+	Audit
Shallotte ABC Board	5+	Audit
Southeastern NC Regional Development Auth.	10+	Audit

*Continued on the next page.*

**2. List of Local Office's Governmental Audit Clients (continued)**

<b>Unit</b>	<b># of Years Served</b>	<b>Type of Service</b>
Town of Calabash	5+	Audit
Town of Chadbourn	5+	Audit
Town of Fairmont	10+	Audit
Town of Garland	5+	Audit
Town of Gibson	5+	Audit
Town of Holly Ridge	5+	Audit
Town of Leland	5+	Audit
Town of Marietta	10+	Audit
Town of Maxton	10+	Audit
Town of McDonald	10+	Audit
Town of Orrum	10+	Audit
Town of Oak Island	1	Audit
Town of Parkton	5+	Audit
Town of Pembroke	10+	Audit
Town of Pinebluff	5+	Audit
Town of Proctorville	5+	Audit
Town of Raynham	5+	Audit
Town of Rennert	5+	Audit
Town of Rowland	10+	Audit
Town of Sunset Beach	10+	Audit
Town of Surf City	5+	Audit
Town of Topsail Beach	3	Audit
Town of Wagram	3	Audit

<b>Reference Client</b>	<b>Contact</b>	<b>Addresses</b>	<b>Phone</b>
Alamance Community College	Cindy Collie	1247 Jimmie Kerr Rd. Graham, NC 27253	(336) 506-4410
City of Greer, SC	David Seifert	301 E. Poinsett Street Greer, SC 29651	(864) 848-2185
Town of Oak Island	David Hatten	4601 E. Oak Island Drive Oak Island, NC 28467	(910) 201-8016
Town of Pembroke	Marie Moore	PO Box 866 Pembroke, NC 28372	(910) 521-9758

### **3. Peer Review**

Our firm is a member of the American Institute of Certified Public Accountants and participates in a peer review program administered through the North Carolina Association of Certified Public Accountants. We are required to undergo a review every three years and have been in compliance with the quality control program since it became mandatory in the late 1980's. Our latest peer review report is included in the Appendix on page 11.

### **4. Professional Experience in Governmental Audits**

The professional experience in governmental audits of each senior and higher level person assigned to the engagement is shown in the following tables:

#### ***Johnny P. Britt, CPA***

<b>Unit</b>	<b># of Years Served</b>	<b>Position</b>
Calabash ABC Board	5+	Partner
City of Archdale	3	Partner
City of Greer, SC	4	Partner
Leland Tourism Development Authority	3	Partner
Shallotte ABC Board	5+	Partner
Southeastern NC Regional Develop. Auth.	10+	Partner
Town of Calabash	5+	Partner
Town of Chadbourn	5+	Partner
Town of Garland	5+	Partner
Town of Holly Ridge	5+	Partner
Town of Leland	5+	Partner
Town of Oak Island	1	Partner
Town of Pinebluff	5+	Partner
Town of Sunset Beach	10+	Partner
Town of Surf City	5+	Partner

**4. Professional Experience in Governmental Audits (continued)*****Jan Lennon, CPA***

<b>Unit</b>	<b># of Years Served</b>	<b>Position</b>
Town of Calabash	3	Senior Auditor
Town of Garland	3	Senior Auditor
Town of Sunset Beach	3	Senior Auditor
Southeastern NC Regional Develop. Auth.	3	Senior Auditor
Town of Oak Island	1	Senior Auditor

***Lee Grissom, CPA, CFE***

<b>Unit</b>	<b># of Years Served</b>	<b>Position</b>
Alamance Community College	2	Senior Auditor
City of Archdale	3	Senior Auditor
City of Greer, SC	4	Senior Auditor
City of Lumberton	2	Senior Auditor
Lumbee Tribe of North Carolina	3	Senior Auditor
Robeson County Schools	3	Senior Auditor
Town of Garland	5	Senior Auditor
Town of Leland	2	Senior Auditor
Town of Orrum	3	Senior Auditor
Town of Pinebluff	4	Senior Auditor
Town of Rennert	3	Senior Auditor
Town of Rowland	3	Senior Auditor
Town of Surf City	2	Senior Auditor
Town of Topsail Beach	2	Senior Auditor
Town of Wagram	2	Senior Auditor

**4. Professional Experience in Governmental Audits (continued)*****John D. Masters, CPA***

<b>Unit</b>	<b># of Years Served</b>	<b>Position</b>
City of Lumberton	10+	Partner
Lumberton Area Vistors Bureau	3	Partner
Pembroke Tourism Development Authority	3	Partner
Robeson Health Care Corporation	20+	Partner
Southeastern Regional MHDDSAS	5+	Partner
Town of Fairmont	10+	Partner
Town of Gibson	5+	Partner
Town of Marietta	10+	Partner
Town of Maxton	10+	Partner
Town of McDonald	10+	Partner
Town of Parkton	5+	Partner
Town of Pembroke	10+	Partner
Town of Proctorville	5+	Partner
Town of Raynham	5+	Partner
Town of Rennert	5+	Partner
Town of Rowland	10+	Partner

The percentage of time on site for each senior and higher level person assigned to the engagement is indicated below:

	<b>Percentage of Time on Site</b>
Johnny P. Britt, CPA	50%
Jan Lennon, CPA	75%
Lee Grissom, CPA, CFE	75%
John D. Masters, CPA	20%

## **5. Relevant Educational Background**

The following is a chart of seminars and courses relevant to governmental auditing that were attended by senior members of the audit team within the last three years:

### ***Johnny P. Britt, CPA***

#### **Education**

B.S. Business Administration, University of North Carolina at Chapel Hill

#### **Seminars/Courses in Governmental Accounting**

Governmental Auditing Standards (2014)

Comprehending OMB A-133 (2014)

Governmental and Nonprofit Annual Update (2014)

Solving Complex Single Audit Issues for Government and Nonprofit Org (2013)

Applying A-133 to Nonprofit and Governmental Organizations (2013)

2013 Local Government Conference (2013)

The Revised Yellow Book: Governmental Auditing Standards (2012)

2012 Local Government Conference (2012)

Governmental and Nonprofit Annual Update (2012)

### ***Jan Lennon, CPA***

#### **Education**

B.S. Business Administration, University of North Carolina at Wilmington

#### **Seminars/Courses in Governmental Accounting**

Governmental Auditing Standards (2014)

Comprehending OMB A-133 (2014)

Governmental and Nonprofit Annual Update (2014)

2014 Local Government Conference (2014)

*Continued on the next page.*

**5. Relevant Educational Background (continued)**

***Jan Lennon, CPA (continued)***

**Seminars/Courses in Governmental Accounting (continued)**

Governmental Accounting and Reporting (2013)

Comprehensive Annual Financial Report (2013)

Managing the Finance and Tax Office (2012)

Single Audit Primer (2012)

Income Statement – Accounting and Reporting (2012)

***Lee Grissom, CPA, CFE***

**Education**

B.S., Accounting, North Carolina State University

M.S., Accounting, North Carolina State University

**Seminars/Courses in Governmental Accounting**

Foundations in Governmental Accounting (2014)

Frequent Frauds Found in Governments and Nonprofits (2014)

2014 Local Government Conference (2014)

Solving Complex Single Audit Issues for Government and Nonprofit Org (2013)

Applying A-133 to Nonprofit and Governmental Organizations (2013)

2013 Local Government Conference (2013)

The Revised Yellow Book: Governmental Auditing Standards (2012)

2012 Local Government Conference (2012)

Governmental and Nonprofit Annual Update (2012)

Fraud and the CPA (2012)

**5. Relevant Educational Background (continued)**

***John D. Masters, CPA***

**Education**

B.S., Finance, University of Tennessee

M.S., Accounting, Memphis State University

**Seminars/Courses in Governmental Accounting**

2014 Local Government Conference (2014)

Governmental and Nonprofit Annual Update (2014)

Governmental Auditing Standards (2014)

Comprehending OMB A-133 (2014)

NC Local Government Auditing, Reporting, and Review (2014)

Solving Complex Single Audit Issues for Government and Nonprofit Org (2013)

Applying A-133 to Nonprofit and Governmental Organizations (2013)

2013 Local Government Conference (2013)

Step-by-Step Guide to Compliance Auditing – A Gateway to Efficiency (2013)

The Revised Yellow Book: Governmental Auditing Standards (2012)

2012 Local Government Conference (2012)

Governmental and Nonprofit Annual Update (2012)

**6. Specialized Skills, Training, and Background in Public Finance**

The following is a list of specialized skills, training, and background in public finance of assigned individuals of the audit team.

***Johnny P. Britt, CPA***

**Training/Background in Public Finance**

Johnny has over 35 years of experience in auditing the public sector.

**Professional Organizations**

American Institute of Certified Public Accountants (AICPA)

North Carolina Association of Certified Public Accountants (NCACPA)

South Carolina Association of Certified Public Accountants (SCACPA)

North Carolina CPA Certificate #10739

Previously served as president of the Sandhills Chapter of the North Carolina Association of Certified Public Accountant.

***Jan Lennon, CPA***

**Training/Background in Public Finance**

Jan has over 25 years of experience in public accounting, private industry, and local governments and non-profits. Before joining our firm, she was the Finance Director for a municipality in North Carolina for over 5 years.

**Professional Organizations**

American Institute of Certified Public Accountants (AICPA)

North Carolina Association of Certified Public Accountants (NCACPA)

North Carolina CPA Certificate #27994

**6. Specialized Skills, Training, and Background in Public Finance (continued)**

***Lee Grissom, CPA, CFE***

**Training**

Certified Fraud Examiner (CFE)

IDEA Data Extraction/Analysis

**Professional Organizations**

American Institute of Certified Public Accountants (AICPA)

North Carolina Association of Certified Public Accountants (NCACPA)

NCACPA Member Connections Committee, Member

North Carolina CPA Certificate #33564

Association of Certified Fraud Examiners, License #562210 (ACFE)

**7. Policy and Procedures Regarding Independence**

Our quality control document and our professional standards require us to be independent in fact and in appearance. We receive, at least annually, a written representation from all partners and employees as to personal and business relationships to all clients.

**8. Liability Insurance Information**

Our firm has contracted with Continental Casualty Company for liability insurance coverage in the amount of \$1,000,000 per claim and \$1,000,000 in the aggregate.

**9. Regulatory Action**

Our firm has never had any regulatory action imposed on it by any oversight board.

**10. Word Document**

We are able to submit our audit in a word document format the audit has been approved by the Local Government Commission and Camden County Board of Commissioners.

# APPENDIX

# WILLIAM V. ALLEN, Jr.

## CERTIFIED PUBLIC ACCOUNTANTS

### SYSTEM REVIEW REPORT

January 16, 2014

To the Partners of S. Preston Douglas & Associates, LLP and the Peer Review Committee of the North Carolina Association of CPA's

We have reviewed the system of quality control for the accounting and auditing practice of S. Preston Douglas & Associates, LLP (the firm) in effect for the year ended July 31, 2013. Our peer review was conducted in accordance with Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review we considered reviews conducted by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary).

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards* and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of S. Preston Douglas & Associates, LLP in effect for the year ended July 31, 2013, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency (ies)* or *fail*.

S. Preston Douglas & Associates, LLP Firm has received a peer review rating of *pass*.

*William V. Allen, Jr.*

William V. Allen, Jr., CPA

County

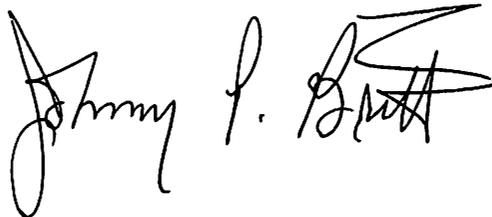
# SPD&A

S. Preston Douglas & Associates, LLP  
Certified Public Accountants

**Camden County**

**Year Ended June 30, 2015**

**Section Two - Cost Estimate**



**Johnny P. Britt, CPA, Partner**  
**S. Preston Douglas & Associates, LLP**  
122 Memory Plaza  
Whiteville, NC 28472  
(910) 642-6692 ext. 130

**Date of Proposal - February 19, 2015**

**S. Preston Douglas & Associates, LLP**  
**Section Two – Cost Estimate**  
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**1. Primary Contact**

Johnny P. Britt, CPA, Partner  
 122 Memory Plaza Whiteville, NC 28472  
 (910) 642-6692 ext. 130

**2. Information Contained in Management Letter**

Johnny P. Britt, CPA will review all workpapers and communicate any findings to management in an exit conference. Any potential findings, questioned costs, or possible Management Letter comments will be discussed with the appropriate personnel in a timely manner. The Management Letter will document any comments for the board or financial management team such as deficiencies and weaknesses in an entity's organization structure.

**3. Assistance Expected from Staff**

Throughout the audit process, we will need to examine various documents and conduct internal control interviews. For efficiency purposes, we will provide your staff with a detail audit request list before our arrival. We will work with your staff to determine what reports can be produced through your computer system in order to make the audit more efficient.

Upon arrival, we will meet and conduct interviews with the staff responsible for the different areas affected by the audit. These interviews vary in length, but we always considerate of your staff's time.

The approximate time requirement by your staff is as follows:

Time Requirement (in hours)	Planning Stage 8	Audit Fieldwork 14	Wrap-up Stage 8	Total 30
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**4. Tentative Schedule for Completing the Audit**

Below is the tentative schedule for completing the audit.

<u>Activity</u>	<u>June/July</u>	<u>August/Sept</u>	<u>October</u>
Perform inventory observations	X		
Conduct planning meeting with personnel	X		
Send audit request list	X		
Perform interim audit procedures	X		
Perform an analytical review		X	
Identify major audit areas and risks		X	
Perform remaining audit procedures		X	
Conduct exit conference with personnel			X
Prepare financial statements			X
Deliver financial statements			X

**5. Specified Costs**

The total personnel costs listed in this section are "not-to-exceed" amounts.

**A. Personnel Costs by Category**

*Year Ended June 30, 2015*

<u>Personnel Category</u>	<u>Estimated Hours</u>	<u>Rate per Hour</u>	<u>Total Cost</u>
Partners	60	\$ 165.00	\$ 9,900.00
Senior Audit Staff	60	125.00	7,500.00
Staff Accountants	60	75.00	4,500.00
Clerical Staff	4	25.00	100.00
<b>Total Personnel Costs (not-to-exceed)</b>			<b>\$ 22,000.00</b>

**B. Travel** - there will be no charge for travel.

**C. Cost of Supplies and materials** - the cost of supplies, printing, binding are included in personnel costs.

**D. Other Costs** - other costs are included in personnel costs.

**E. Determining Increases** - we factor in an estimated cost of living increase on a year-to-year basis.

**5. Specified Costs (continued)****A. Estimated Personnel Costs by Category***Year Ended June 30, 2016*

<u>Personnel Category</u>	<u>Estimated Hours</u>	<u>Rate per Hour</u>	<u>Total Cost</u>
Partners	60	\$ 170.00	\$ 10,200.00
Senior Audit Staff	60	130.00	7,800.00
Staff Accountants	60	80.00	4,800.00
Clerical Staff	8	25.00	200.00
<b>Total Personnel Costs (not-to-exceed)</b>			<b>\$ 23,000.00</b>

**B. Travel** - there will be no charge for travel.**C. Cost of Supplies and materials** - the cost of supplies, printing, binding are included in personnel costs.**D. Other Costs** - other costs are included in personnel costs.**E. Determining Increases** - we factor in an estimated cost of living increase on a year-to-year basis.

**5. Specified Costs (continued)****A. Estimated Personnel Costs by Category***Year Ended June 30, 2017*

<u>Personnel Category</u>	<u>Estimated Hours</u>	<u>Rate per Hour</u>	<u>Total Cost</u>
Partners	60	\$ 175.00	\$ 10,500.00
Senior Audit Staff	60	135.00	8,100.00
Staff Accountants	60	85.00	5,100.00
Clerical Staff	12	25.00	300.00
<b>Total Personnel Costs (not-to-exceed)</b>			<b>\$ 24,000.00</b>

**B. Travel** - there will be no charge for travel.**C. Cost of Supplies and materials** - the cost of supplies, printing, binding are included in personnel costs.**D. Other Costs** - other costs are included in personnel costs.**E. Determining Increases** – we factor in an estimated cost of living increase on a year-to-year basis.**6. Additional Information**

Any additional services will be billed at our standard hourly rates, ranging from \$175 - \$50/hour.

We generally do not bill for questions/comments/telephone calls/etc. during the year, unless they are complex and time consuming. Our clients routinely ask about budgets, internal controls, grants, and payroll without incurring any additional charges.

**TOURISM DEVELOPMENT AUTHORITY AUDIT COST ESTIMATE (Per Year)**  
**THREE YEAR CONTRACT**

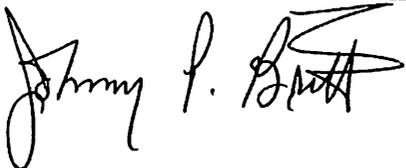
	<b>FYE 2015</b>	<b>FYE 2016</b>	<b>FYE 2017</b>
Base Charge - Financial Audit	\$22,000.00	\$23,000.00	\$24,000.00
Base Charge - Compliance Audit	Included in Base Audit	Included in Base Audit	Included in Base Audit
Charge per program for additional compliance testing	\$1,500.00	\$1,500.00	\$1,500.00
Other:	None	None	None
<b>Total</b>	<b>\$23,500.00</b>	<b>\$24,500.00</b>	<b>\$25,500.00</b>

**Basis/methodology of cost estimate:**

Fee quote is based on an approximate number of hours provided by various levels of our auditing staff at assigned hourly rates.

**Basis for determining fee quote after first year:**

Fee quote is based on an approximate number of hours provided by various levels of our auditing staff at assigned hourly rates.

BIDDER NAME: Johnny P. Britt, CPA	Primary Contact: Johnny P. Britt, CPA
Address: 122 Memory Plaza	Telephone: (910) 642-6692 ext. 130
P.O. Box 860	Fax: (910) 642-2119
Whiteville, NC 28472	Email: jbritt@spdouglas.com
Authorized Signature: 	Date: February 19, 2015

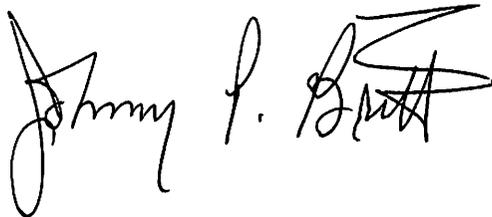
TDA

# SPD&A

S. Preston Douglas & Associates, LLP  
Certified Public Accountants

**Travel and Tourism Board Audit**  
**Year Ended June 30, 2015**

**Section Two - Cost Estimate**



**Johnny P. Britt, CPA, Partner**  
**S. Preston Douglas & Associates, LLP**  
122 Memory Plaza  
Whiteville, NC 28472  
(910) 642-6692 ext. 130

**Date of Proposal - February 19, 2015**

**S. Preston Douglas & Associates, LLP**  
**Section Two – Cost Estimate**  
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**1. Primary Contact**

Johnny P. Britt, CPA, Partner  
 122 Memory Plaza Whiteville, NC 28472  
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**2. Information Contained in Management Letter**

Johnny P. Britt, CPA will review all workpapers and communicate any findings to management in an exit conference. Any potential findings, questioned costs, or possible Management Letter comments will be discussed with the appropriate personnel in a timely manner. The Management Letter will document any comments for the board or financial management team such as deficiencies and weaknesses in an entity’s organization structure.

**3. Assistance Expected from Staff**

Throughout the audit process, we will need to examine various documents and conduct internal control interviews. For efficiency purposes, we will provide your staff with a detail audit request list before our arrival. We will work with your staff to determine what reports can be produced through your computer system in order to make the audit more efficient.

Upon arrival, we will meet and conduct interviews with the staff responsible for the different areas affected by the audit. These interviews vary in length, but we always considerate of your staff’s time.

The approximate time requirement by your staff is as follows:

	Planning Stage	Audit Fieldwork	Wrap-up Stage	<b>Total</b>
Time Requirement (in hours)	4	4	2	10

**4. Tentative Schedule for Completing the Audit**

Below is the tentative schedule for completing the audit.

<b>Activity</b>	<b>August/Sept</b>	<b>October</b>
Conduct planning meeting with personnel	X	
Send audit request list	X	
Perform interim audit procedures	X	
Perform an analytical review	X	
Identify major audit areas and risks	X	
Perform remaining audit procedures	X	
Conduct exit conference with personnel		X
Prepare financial statements		X
Deliver financial statements		X

**5. Specified Costs**

The total personnel costs listed in this section are "not-to-exceed" amounts.

**A. Personnel Costs by Category**

*Year Ended June 30, 2015*

<u>Personnel Category</u>	<u>Estimated Hours</u>	<u>Rate per Hour</u>	<u>Total Cost</u>
Partners	15	\$ 165.00	\$ 2,475.00
Staff Accountants	11	75.00	825.00
Clerical Staff	8	25.00	200.00
<b>Total Personnel Costs (not-to-exceed)</b>			<b>\$ 3,500.00</b>

**B. Travel** - there will be no charge for travel.

**C. Cost of Supplies and materials** - the cost of supplies, printing, binding are included in personnel costs.

**D. Other Costs** - other costs are included in personnel costs.

**E. Determining Increases** - we factor in an estimated cost of living increase on a year-to-year basis.

**5. Specified Costs (continued)****A. Estimated Personnel Costs by Category***Year Ended June 30, 2016*

<u>Personnel Category</u>	<u>Estimated Hours</u>	<u>Rate per Hour</u>	<u>Total Cost</u>
Partners	15	\$ 170.00	\$ 2,550.00
Staff Accountants	11	85.00	935.00
Clerical Staff	8	30.00	240.00
<b>Total Personnel Costs (not-to-exceed)</b>			<b>\$ 3,725.00</b>

**B. Travel** - there will be no charge for travel.**C. Cost of Supplies and materials** - the cost of supplies, printing, binding are included in personnel costs.**D. Other Costs** - other costs are included in personnel costs.**E. Determining Increases** - we factor in an estimated cost of living increase on a year-to-year basis.

**5. Specified Costs (continued)****A. Estimated Personnel Costs by Category***Year Ended June 30, 2017*

<u>Personnel Category</u>	<u>Estimated Hours</u>	<u>Rate per Hour</u>	<u>Total Cost</u>
Partners	15	\$ 175.00	\$ 2,625.00
Staff Accountants	11	90.00	990.00
Clerical Staff	11	35.00	385.00
<b>Total Personnel Costs (not-to-exceed)</b>			<b>\$ 4,000.00</b>

**B. Travel** - there will be no charge for travel.**C. Cost of Supplies and materials** - the cost of supplies, printing, binding are included in personnel costs.**D. Other Costs** - other costs are included in personnel costs.**E. Determining Increases** – we factor in an estimated cost of living increase on a year-to-year basis.**6. Additional Information**

Any additional services will be billed at our standard hourly rates, ranging from \$175 - \$50/hour.

We generally do not bill for questions/comments/telephone calls/etc. during the year, unless they are complex and time consuming. Our clients routinely ask about budgets, internal controls, grants, and payroll without incurring any additional charges.

**TOURISM DEVELOPMENT AUTHORITY AUDIT COST ESTIMATE (Per Year)**  
**THREE YEAR CONTRACT**

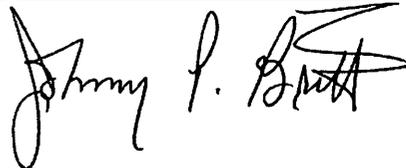
	<b>FYE 2015</b>	<b>FYE 2016</b>	<b>FYE 2017</b>
Base Charge - Financial Audit	\$3,500.00	\$3,725.00	\$4,000.00
Base Charge - Compliance Audit	Included in Base Audit	Included in Base Audit	Included in Base Audit
Charge per program for additional compliance testing	Included in Base Audit	Included in Base Audit	Included in Base Audit
Other:	None	None	None
<b>Total</b>	<b>\$3,500.00</b>	<b>\$3,725.00</b>	<b>\$4,000.00</b>

**Basis/methodology of cost estimate:**

Fee quote is based on an approximate number of hours provided by various levels of our auditing staff at assigned hourly rates.

**Basis for determining fee quote after first year:**

Fee quote is based on an approximate number of hours provided by various levels of our auditing staff at assigned hourly rates.

BIDDER NAME: Johnny P. Britt, CPA	Primary Contact: Johnny P. Britt, CPA
Address: 122 Memory Plaza	Telephone: (910) 642-6692 ext. 130
P.O. Box 860	Fax: (910) 642-2119
Whiteville, NC 28472	Email: jbritt@spdouglas.com
Authorized Signature: 	Date: February 19, 2015



Thompson, Price, Scott, Adams & Co., P.A.  
4024 Oleander Drive Suite 3  
Wilmington, North Carolina 28403  
Telephone (910) 791-4872  
Fax (910) 395-4872

March 3, 2015

Stephanie Humphries  
Finance Officer  
Camden County  
330 E Hwy 158  
PO Box 190  
Camden, NC 27921

Re: RESPONSE TO RFP FOR AUDIT SERVICES

Dear Ms. Humphries:

We would like to thank you for the opportunity to bid on Camden County's annual financial and compliance audit.

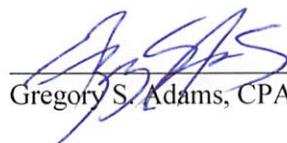
Allen E. Price, CPA, established the original firm in the early 1950's. During the years the firm name has changed as partners joined and retired from the firm. The current partners collectively have over seventy-five (75) years experience in conducting auditing services for governmental agencies, non-profit organizations and private industry and providing all types of entities with basic accounting services and consultations; as well as many aspects of federal and state taxation. Currently, we have offices located Wilmington, Elizabethtown, and Whiteville, with a total of thirty employees.

Please find enclosed our firm's proposal to perform Camden County's annual financial and compliance audit. We are very grateful for the opportunity to submit our bid and we would be delighted to answer any questions that you might have in relationship to our proposal.

The firm members listed on each section as being authorized to discuss the proposal can be contacted as follows:

Gregory S. Adams, CPA, Partner	(910) 791-4872
R. Bryon Scott, CPA, Partner	(910) 862-8129

Respectfully Yours,

  
\_\_\_\_\_  
Gregory S. Adams, CPA

**CAMDEN COUNTY  
Camden County, North Carolina**

**Proposal to Provide Audit Services**

**SECTION I**

**Submitted by *Thompson, Price, Scott, Adams & Co., PA***

**4024 Oleander Drive, Suite 3  
Wilmington, NC 28403  
(910) 799-4872**

**Contact Persons**

**The individuals authorized to conduct negotiations and discuss the proposal are:**

**R. Bryon Scott, Partner  
Gregory S. Adams, Partner**

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Item 1.	Indicate the number of people (by level) located within the local office that will handle the audit.	1
Item 2.	Provide a list of the local office's current and prior government audit clients, indicating the type(s) of services performed and the number of years served for each.	2
Item 3.	Describe your audit organization's participation in AICPA-sponsored or comparable quality control programs (peer review). Provide a copy of the firm's current peer review.	3-4
Item 4.	Describe the professional experience in government audits of each senior and higher level person assigned to the audit, including years on each job and his/her position while on each audit.	5
Item 5.	Describe the releveant educational background of each individual assigned to the proposed audit, senior level and higher. This should include seminars and courses attended within the past three years, especially those courses in governmental accounting and auditing.	6
Item 6.	Describe any specialized skills, training or background in public finance by assigned individuals. This will include participation in state or national professional organizations, speaker or instructor roles in conferences or seminars, or authorship of articles and books.	7-8
Item 7.	Describe the firm's Statement of Policy and Procedures regarding Independence under Government Auditing Standards (Yellow Book), Amendment 3. Provide a copy of the firm's Statement of Policy and Procedures.	9-10
Item 8.	Is the firm adequately insured to cover claims? Describe liability insurance coverage arrangements.	11
Item 9.	Describe any regulatory action taken by any oversight body against the proposing audit organization or local office.	12
Item 10.	Indicate whether the firm is able to submit the audit in a word document format after the audit is approved by the LGC and Camden County Board of Commisioners.	13

Item 1.

Indicate the number of people (by level) located within the local office that will handle the audit.

Thompson, Price, Scott, Adams & Co., P.A. employs a team approach to audit engagements. The audit team will consist of the firm members listed below:

R. Bryon Scott, CPA	Partner
Gregory S. Adams, CPA	Partner
Alisha K. O'Reilly, CPA	Senior Staff
Carrie A. Reighard, CPA	Staff
Samuel C. Profio, III	Staff

Items 2. Provide a list of the local office's current and prior government audit clients indicating the type(s) of services performed and the number of years served for each.

<u>Client</u>	<u>Services</u>	<u>Years of Service</u>	<u>Year Last Served</u>
Pasquotank County Contact: Sherri Smalls, CPA PO Box 39 Elizabeth City, NC 27907 (252)335-4580	Annual financial audit, Compliance audit, Annual reporting	3	6/30/14
Bladen County Contact: Lisa Coleman PO Box 965 Elizabethtown, NC 28337 (910) 862-6720	Annual financial audit, Compliance audit, Annual reporting	15	6/30/14
Town of Warsaw Contact: Myra Mays PO Box 464 Warsaw, NC 28398 (910)293-7814	Annual financial Audit, Compliance Audit,	13	6/30/14
Town of Ocean Isle Beach Contact: Daisey Ivey 3 West 3 <sup>rd</sup> Street Ocean Isle Beach, NC 28469 (910)579-2166	Annual financial audit, Annual reporting	15	6/30/14
Town of Burgaw Contact: Ashley Loftis 109 N. Walker Street Burgaw, NC 28425 (910)663-3442	Annual financial audit, Annual reporting	11	6/30/14
Town of Belhaven Contact: W. Steven Nobles P.O. Box 220 Belhaven, NC 27810 (252)943-3055 Ext 217	Annual financial audit, Compliance Audit, Annual reporting	4	6/30/14

The Wilmington office also does several other smaller municipal audits. (Towns of Calypso, Watha, St. Helena, Magnolia, Cedar Point, Rose Hill, and Mount Olive)

Item 3. Describe your audit organization's participation in AICPA sponsored or comparable quality control programs (peer review).

Quality Control comprises the methods used to make sure that the firm meets its professional responsibilities to clients. Thompson, Price, Scott, Adams & Co., P.A. has created these methods to be completed during and at the end of each engagement. The most significant step is our review process, which consists of:

- Engagement Review
- Partner Review
- Independent Staff Review
- Peer Review (Every Three Years)

Engagement Review

The in-charge accountant conducts this review. Its objective is to assure that evidential matter supports all audit programs and that proper audit documentation is in place.

Partner Review

The primary purpose of this review is to determine that the financial statements are fairly presented and all compliance issues have been addressed based on the type of engagement.

Independent Staff Review

Before issuance of the audit report, an independent firm member reviews the workpapers and financial statements to determine if any material errors have been made.

Peer Review

Every three years we are required to allow an outside Certified Public Accountant or Firm to review our quality control procedures and to actually review selected workpapers and issued financial statements. Our latest peer review was completed June 5, 2014, a copy follows. The firm received a pass rating.



## System Review Report

June 5, 2014

To the Stockholders of Thompson Price Scott Adams & Co., P.A.  
and the Peer Review Committee of the North Carolina Association of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice Thompson Price Scott Adams & Co., P.A. (the firm) in effect for the year ended December 31, 2013. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary).

As required by the standards, engagements selected for review included engagements performed under the *Government Auditing Standards*.

In our opinion, the system of quality control for the accounting and auditing practice of Thompson Price Scott Adams & Co., P.A. in effect for the year ended December 31, 2013, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Thompson Price Scott Adams & Co., P.A. has received a peer review rating of *pass*.

*Johnson Price Sprinkle PA*

Johnson Price Sprinkle PA

79 Woodfin Place, Suite 300 • Asheville, NC 28801 • 828.254.2374 • Fax 252.9994 • [www.jpspa.com](http://www.jpspa.com)

An Independent Member of the BDO Soldman Alliance.

- Item 4. Describe the professional experience in government audits of each senior and higher level person assigned to the audit, including years on each job and his/her position while on each audit. Indicate the percentage of time each senior and higher level personnel will be on site.

**R. Bryon Scott, CPA – 30% of time will be spent on site**

Bladen County	18 years	In-Charge
Town of St. Pauls	25 years	In-Charge & Staff
Sampson County	4 years	In-Charge
Elizabethtown Airport/ Economic Development Commission	18 years	In-Charge
Elizabethtown ABC Board	18 years	In-Charge
Lake Waccamaw ABC Board	12 years	In-Charge

**Gregory S. Adams, CPA – 35% of time will be spent on site**

Town of Atlantic Beach	8 years	In-Charge
Town of Ocean Isle Beach	11 years	In-Charge
Columbus County	12 years	In-Charge
Pender County	9 years	In-Charge
Town of Chadbourn	18 years	In-Charge
Bladen County	11 years	Assistant
Beaufort County	12 years	In-Charge

**Alisha K. O'Reily, CPA - 20% of time will be spent on site**

Town of Warsaw	6 years	In-Charge
Town of Ocean Isle Beach	10 years	Staff
Town of North Topsail	4 years	Staff
Town of Elizabethtown	5 years	Staff
Bladen County	6 years	Staff
Town of Belhaven	3 years	In-Charge
Town of Magnolia	6 years	In-Charge
Town of Mt. Olive	6 years	In-Charge
Town of Cedar Point	6 years	In-Charge

- Item 5. Describe the relevant educational background of each person assigned to the audit, senior level and higher. This should include seminars and courses attended within the past three years, especially those courses in governmental accounting and auditing.

**R. Bryon Scott, CPA**  
Graduated East Carolina University, May 1990  
Certificate issued April 1993

- Governmental/Not for Profit Accounting and Auditing Certificate of Education (96 hours of continuing education in Governmental/Not for Profit received in 1996)
- Governmental Accounting and Auditing Update
- Annual updates by the Local Government Commission
- Implementing the New Single Audit
- Compliance Training for Health and Human Service

**Gregory S. Adams, CPA**  
Graduated University of North Carolina-Wilmington, May 1994  
Certificate issued September 1996

- Annual updates by the Local Government Commission
- OMB Circular A-133
- Guide to Audits of Local Governments
- Workpapers & Checklists

**Alisha K. O'Reilly, CPA**  
Graduated University of North Carolina-Wilmington, May 2003  
Certificate issued May 2007

- Governmental Accounting and Auditing Update
- Annual updates by the Local Government Commission

**Carrie A. Reighard, CPA**

Graduated Bryn Mawr College, December 2003  
Graduated Strayer University, Master of Science in Accounting Controllership, Dec. 2009  
Certificate issued May 2011

- Annual updates by the Local Government Commission
- Guide to Audits of Local Governments

**Samuel C Profio, III**  
Graduated University of North Carolina-Wilmington, May 2007

- Annual updates by the Local Government Commission
- Guide to Audits of Local Governments

Item 6. Describe any specialized skills, training, or background in public finance of assigned individuals. This may include participation in State or national professional organizations, speaker or instructor roles in conferences or seminars, or authorship of articles and books.

R. Bryon Scott (attached) has received a Certificate of Educational Achievement in Governmental Accounting.

Also, see item number 6.

*American Institute of  
Certified Public Accountants*

**Certificate of  
Educational Achievement**

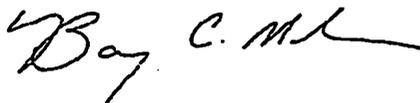
is awarded to

**R. BRYON SCOTT**

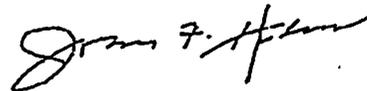
by the Professional Development  
Division in recognition of successful  
completion of an integrated program in

**GOVERNMENTAL/NOT-FOR-PROFIT  
ACCOUNTING AND AUDITING  
constituting 96 Continuing  
Professional Education hours**

**NOVEMBER 15, 1996**



Barry C. Melancun, CPA  
President  
AICPA



John F. Hudson, CPA  
Vice President  
Professional Development  
& Technology Products

**Item 7. Describe how the firm meets professional independence standards.**

**As stated in Thompson, Price, Scott, Adams & Co., P.A.'s Quality Control Documents:**

**It is the policy of our firm that all professional personnel be familiar with and adhere to the independence rules, regulations, interpretations, and rulings of the AICPA, the State of North Carolina Board of Accountancy, and the North Carolina Association of Certified Public Accountants. In this regard, any transaction, event, or circumstance that would impair the firm's independence on compilation, review, audit, forecast, projection, or attestation engagements is prohibited. Although not necessarily inclusive of all transactions or events that may impair our firm's independence, the following are considered to be prohibited transactions:**

- a. Investments by any professional employee in a client's business.**
- b. Investments by any professional employee with a client, or with client personnel.**
- c. Borrowing from or loans to a client, or client's personnel.**
- d. Accepting cash or gifts from a client (with the exception of noncash token Christmas gifts of nominal value.)**
- e. Certain family relationships between professional personnel and client personnel. (Consult the managing partner for a ruling on these.)**

**Notwithstanding the preceding policy and list of prohibited transactions, at the managing partner's discretion, certain prohibitions can be waived if it is deemed to be in the best interest of the firm. However, in so doing, the engagement service performed for the client must be limited to that allowed by AICPA professional literature for nonindependent situations.**

**The procedures listed below should be followed to ensure compliance with this policy:**

- 1. All professional personnel are required to sign a representation letter when hired (and to be reviewed annually thereafter) that acknowledges their familiarity with the firm's independence policies and procedures.**
- 2. All professional personnel are required to notify the managing partner of any potential violation of a prohibited transaction or independence rule as soon as they become aware of such a situation. To acknowledge that responsibility, professional personnel are required when hired (and annually thereafter) to sign a representation letter and to list situations they know of that could impair our firm's independence.**
- 3. All professional personnel are required to review the firm's client list annually for possible independence violations. The list of clients is maintained in the computer and each employee has a copy. Additions to the list are communicated on a timely basis by a memorandum from the managing partner. When hired (and reviewed annually thereafter) all professional personnel are required to sign a representation that confirms this responsibility.**

## Item 7 Continued:

4. If our firm is engaged as principal auditor and another firm is engaged to examine a subsidiary, branch, division, governmental component unit, or to perform procedures on an element or account grouping within a client's financial statement, the engagement team is required to obtain a written representation regarding the other firm's independence with respect to our client. Furthermore, in a compilation, review, forecast, projection, or attestation engagement, if another firm performs work on a segment of the engagement, a representation (either written or oral) regarding the other firm's independence is required. The PPC manuals (located in the library) contain examples of representation letters used in such situations.
5. The Partners have the primary responsibility for determining if there are significant unpaid fees on any of his clients that would impair the firm's independence. The firm's client accounts receivable listing and the Partner's knowledge of any unbilled fees should be considered in making this determination.
6. To monitor compliance with our firm's policy and procedures on independence, representation letters are obtained when a professional employee is hired, and annually thereafter, and are routed to the managing partner for his review. During our firm's annual quality control (QC) inspection program, a sample of employee personnel files will be reviewed to determine that a current independence representation is on file. Also during this inspection, a sample of engagements will be reviewed to determine compliance at the engagement level with our firm's independence procedures.

Also included in our quality controls, is for all personnel to be familiar with and adhere to the independence rules, regulations, interpretations and rulings of the American Institute of Certified Public Accountants, the North Carolina Board of Certified Public Accountants, the North Carolina Association of Certified Public Accountants and Government Auditing Standards, issued by the Comptroller General of the United States. In this regard, any transaction, event or circumstance that would impair the firm's independence on this engagement is prohibited. Thompson, Price, Scott, Adams & Co., P.A. is free from any of the above transactions, events and circumstances, and therefore is independent in all matters relating to the Camden County.

**Item 8. Is the firm adequately insured to cover claims? Describe the liability insurance coverage arrangements**

**Thompson, Price, Scott, Adams & Co., P.A. maintains a three million dollar professional liability insurance policy. Each year the policy is reviewed to assure adequate coverage.**

**Item 9. Describe any regulatory action taken by any oversight body against the proposing audit organization or local office.**

**The firm and local offices have had no regulatory action taken against them.**

**Item 10. Indicate whether the firm is able to submit the audit in a word document format after the audit is approved by the LGC and Camden County Board of Commissioners.**

**The firm will be able to accommodate this request.**

**CAMDEN COUNTY**  
**Camden County, North Carolina**

**Proposal to Provide Audit Services**  
**For the Years Ending June 30, 2015 Through 2017**

**SECTION II**

**Submitted by *Thompson, Price, Scott, Adams & Co., PA***

**4024 Oleander Drive, Suite 3**  
**Wilmington, NC 28403**  
**(910) 799-4872**

**Contact Persons**

**The individuals authorized to conduct negotiations and discuss the proposal are:**

**R. Bryon Scott, Partner**  
**Gregory S. Adams, Partner**

**TABLE OF CONTENTS**

Item 1.	Provide the name of the individual who will be the primary contact for the County.	1
Item 2.	Information that will be contained in the management letter.	2
Item 3.	Assistance expected from the government's staff, if other than outlined in the RFP.	3
Item 4.	Tentative schedule for completing the audit within the specified deadlines of the RFP.	4
Item 5.	Specify costs for the audit year July 1, 2014 to June 30, 2015. For the two audit years which follow, list the estimated costs. The cost for the audit year ending June 30, 2015 is binding, while the two years which follow are estimated costs.	5
Item 6.	Other information	6-8
Item 7.	Summary of Audit Costs Sheet	9

Item 1. Provide the name of the individual who will be the primary contact for the County.

Gregory S. Adams, CPA, Partner      (910) 791-4872

**Item 2. Information that will be contained in the management letter.**

The management letter will address any required communications regarding reportable conditions and/or weaknesses in internal controls coming to our attention that are not a required disclosure in the audit report.

Also, it may address ideas and observations, which resulted from our audit that, could improve the County's current procedures. All items in the management letter will be discussed in the exit conference prior to issuance of the final copy.

Item 3. Assistance expected from the government's staff, if other than that outlined in the RFP.

No additional assistance will be necessary.

**Item 4. Tentative schedule for completing the audit within the specified deadlines of the RFP.**

**July (4-6 days):** Perform all in house planning procedures and coordinate with the Organization's personnel regarding specific dates to begin preliminary fieldwork.

**July (2 weeks):**

1. Prepare all confirmations and obtain signatures.
2. Begin preliminary fieldwork to include:
  - a. Review of internal control procedures.
  - b. Testing internal control procedures.
  - c. Assembling necessary permanent file documents.
  - d. Perform compliance tests of those programs subject to single audit.

**Aug-Sept (4 weeks):** 3. Begin fieldwork.

**Aug-Sept (2 weeks):** 4. Finish all fieldwork, present client representation letter and attorney legal letter. Submit draft copy for review.

**Oct** 5. Finish all fieldwork, present client representation letter and attorney legal letter. Submit draft copy for review (by October 1<sup>st</sup>).

Exit conference will be scheduled at the convenience of everyone involved after all fieldwork is complete.

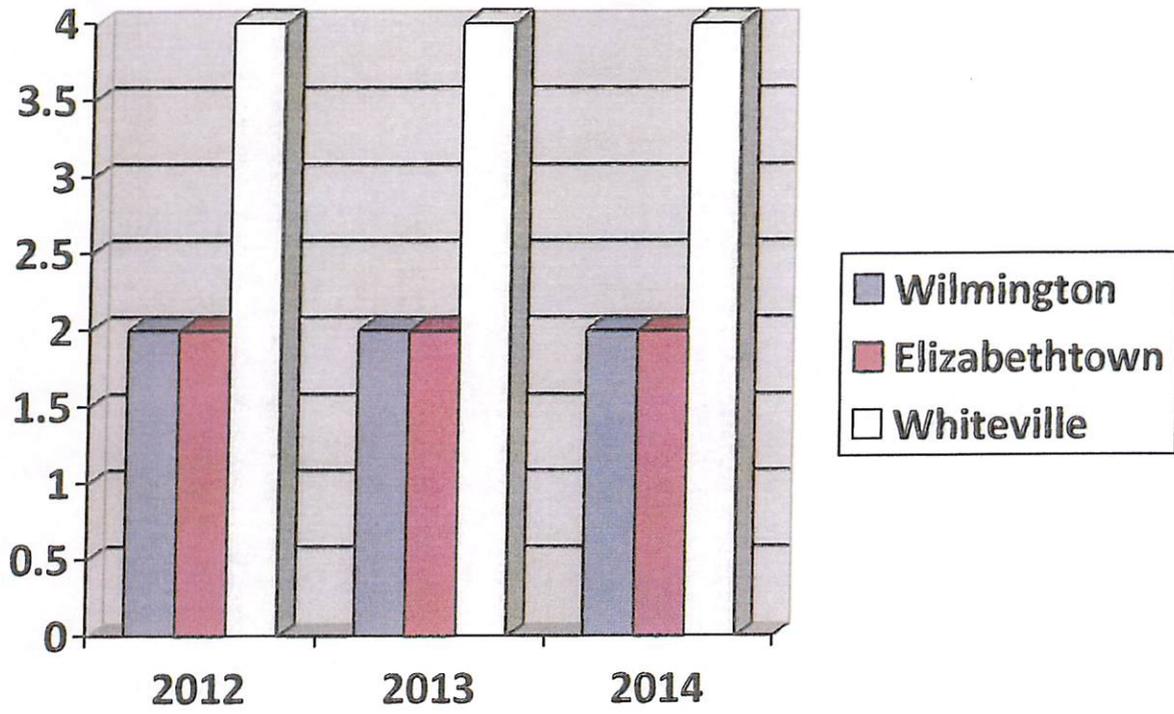
Audit report presentation will be at the board's convenience.

- Item 5. Specify cost for the audit year July 1, 2014 to June 30, 2015. For the four audit years which follow, list the estimated costs. The cost for the audit year ending June 30, 2015 is binding, while the four years which follow are estimated costs
- a. Manpower costs – Itemize the following for each category of personnel (partner, manager, senior, staff accountants, clerical, etc.) with a different rate per hour.
    - 1. Estimated hours – Categorize estimated hours down into the following: on site interim work, year-end on-site work, and work performed in auditor’s office.
    - 2. Rate per hour.
    - 3. Total cost for each category of personnel and for all manpower costs.
  - b. Travel – Itemize transportation and other travel costs separately.
  - c. Cost of supplies and materials – Itemize.
  - d. Other costs – Completely identify and itemize. (Printing and binding audit report)

See itme 7 all items above included in Audit Cost Summary Sheet.

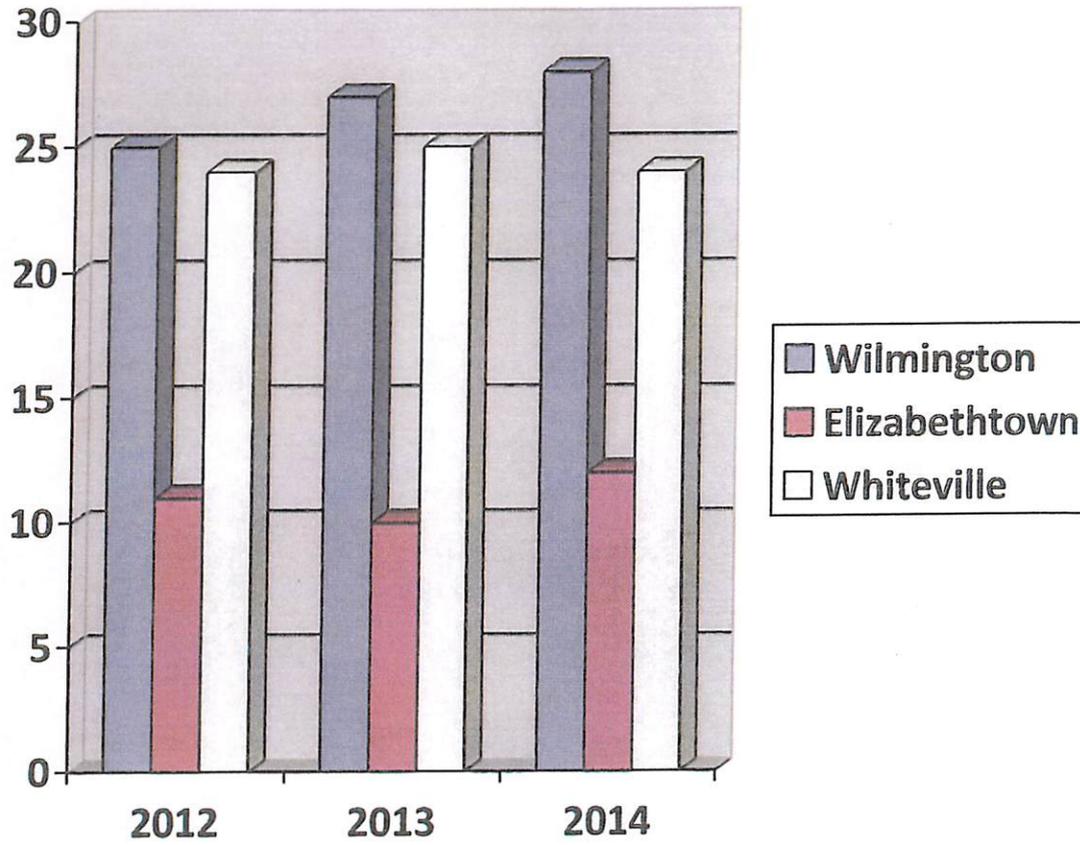
**Item 6. Other Information.**

**See next page.**



# Counties Audited

# Municipalities, Authorities and School Districts Audited



Item 7. Summary of Audit Costs Sheet

1.	Base Audit Includes Personnel costs, travel and on-site work	<u>\$23,500.00</u>
2.	Financial Statement Preparation	<u>\$0.00</u>
3.	Extra Audit Service	<u>\$0.00</u>
4.	Other (explain)	<u>\$0.00</u>
	<b><u>TOTAL:</u></b>	<b><u>\$23,500.00</u></b>

June 30, 2016 Audit Fee - \$23,500.00  
June 30, 2017 Audit Fee - \$23,500.00

**Camden TDA**

June 30, 2015 Audit Fee - \$1,800.00  
June 30, 2016 Audit Fee - \$1,850.00  
June 30, 2017 Audit Fee - \$1,900.00

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

**Item Number: 6.C**

**Consent Agenda**

**Meeting Date: April 6th, 2015  
Attachments: 3 (7 Page)  
Submitted By: Board of Education**

**ITEM TITLE: School Budget Amendments**

**SUMMARY:**

**Local Current Expense Fund  
Other Local Current Expense Fund  
Capital Outlay Fund**

**RECOMMENDATION:**

**Review & Approve**

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

Budget Amendment

Camden County Schools Administrative Unit

Local Current Expense Fund

The Camden County Board of Education at a meeting on the 12<sup>th</sup> day of March 2015 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2015.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	32,483.00	
5400	School Leadership Services	20.00	
6500	Operational Support Services		32,483.00
6900	Policy, Ldrship, & Pub Relations		20.00
Explanation:			
	Total Appropriation in Current Budget	\$	2,329,452.00
	Amount of Increase/Decrease of Above Amendment		.00
	Total Appropriation in Current Amended Budget ....	\$	2,329,452.00

<p>Passed by majority vote of the Board of Education of Camden County on the 12<sup>th</sup> day of March 2015.</p>  <p>_____ Chairman, Board of Education</p>  <p>_____ Secretary, Board of Education</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20__.</p> <p>_____ Chairman, Board of County Commissioners</p> <p>_____ Clerk, Board of County Commissioners</p>
--	--

BUDGET AMENDMENT  
March 12, 2015

2. Local Current Expense Fund

- A. We have reviewed this area of the budget and must transfer funds to cover costs expenses within other programs in the Local Current Expense Budget. We request your approval of the following amendment.

Operation of Plant

6530.802.322...40	Utilities – Natural Gas	\$ - 32,483.00
6540.802.411...40	Custodial Supplies	- 80.00
6540.802.461...40	Pur of Non-Cap Equipment	+ <u>80.00</u>

Total – Operation of Plant \$ - 32,483.00

- B. We have reviewed this program area and find that we must transfer funds to cover the cost of reproduction within our schools. We request your approval of the following amendment.

Classroom Support

5110.842.315	Reproduction Costs	\$ + <u>32,483.00</u>
--------------	--------------------	-----------------------

Total – Classroom Support \$ + 32,483.00

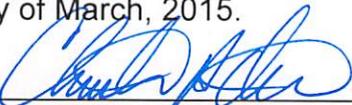
- C. We have reviewed this program area of find that we must transfer funds to cover workshop expenses within the program area. We request your approval of the following amendment.

Staff Development

5400.912.312	Workshop Expenses	\$ + 20.00
6940.912.312	Workshop Expenses	- <u>20.00</u>

Total – Staff Development \$ + .00

Passed by majority vote of the Board of Education of Camden County on the 12<sup>th</sup> day of March, 2015.

  
\_\_\_\_\_  
Chairman, Board of Education

  
\_\_\_\_\_  
Secretary, Board of Education

Budget Amendment

Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 12<sup>th</sup> day of March 2015 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2015.

Code Number	Description of Code	Amount										
		Increase										
Decrease												
5100	Regular Instructional Programs		82,050.00									
5200	Special Instructional Programs		.00									
5800	School Based Support Services	2,250.00										
6100	Support & Development Serv.		14,300.00									
<p>Explanation: Appropriate Fund Balance from PEP Grant Funds for prior years.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Total Appropriation in Current Budget</td> <td style="width: 10%; text-align: center;">\$</td> <td style="width: 30%; text-align: right;">1,397,278.00</td> </tr> <tr> <td>Amount of <b>Increase/Decrease</b> of Above Amendment</td> <td></td> <td style="text-align: right;">70,000.00</td> </tr> <tr> <td>Total Appropriation in Current Amended Budget ....</td> <td style="text-align: center;">\$</td> <td style="text-align: right;">1,467,278.00</td> </tr> </table>				Total Appropriation in Current Budget	\$	1,397,278.00	Amount of <b>Increase/Decrease</b> of Above Amendment		70,000.00	Total Appropriation in Current Amended Budget ....	\$	1,467,278.00
Total Appropriation in Current Budget	\$	1,397,278.00										
Amount of <b>Increase/Decrease</b> of Above Amendment		70,000.00										
Total Appropriation in Current Amended Budget ....	\$	1,467,278.00										

<p>Passed by majority vote of the Board of Education of Camden County on the 12<sup>th</sup> day of March 2015.</p>  _____ Chairman, Board of Education	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20__.</p> _____ Chairman, Board of County Commissioners
 _____ Secretary, Board of Education	_____ Clerk, Board of County Commissioners





Budget Amendment

Camden County Schools Administrative Unit

Capital Outlay Fund

The Camden County Board of Education at a meeting on the 12<sup>th</sup> day of March 2015, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2015.

Code Number	Description of Code	Amount	
		Increase	Decrease
9100	Category I Projects	.00	
Explanation:			
	Total Appropriation in Current Budget	\$	658,748.60
	Amount of Increase / (Decrease) of Above Amendment	+	.00
	Total Appropriation in Current Amended Budget ....	\$	658,748.60

<p>Passed by majority vote of the Board of Education of Camden County Schools on the 12<sup>th</sup> day of March 2015.</p> <p></p> <p>Chairman, Board of Education</p> <p></p> <p>Secretary, Board of Education</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes in the minutes of said Board, this ____ day of _____ 2____.</p> <p>_____</p> <p>Chairman, Board of County Commissioners</p> <p>_____</p> <p>Clerk, Board of County Commissioners</p>
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BUDGET AMENDMENT  
 March 12, 2015

4. Capital Outlay Fund

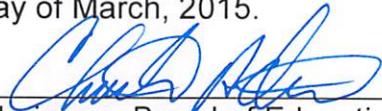
A. We have reviewed our budget and find that we must transfer funds to cover equipment needed for our buildings as well as other expenses. We request your approval.

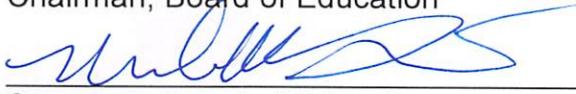
Category I Projects

9112.077.529	Painting / Floor Coverings	\$ -	344.00
9117.077.541	Pur of Replacement A/C Unit	+	1240.00
9133.077.526	Architect Fees – GPS Kitchen	+	304.00
9135.077.311	Gym Floor Refinishing	-	<u>1,200.00</u>

Total – Category I Projects	\$ +	.00
	=====	

Passed by majority vote of the Board of Education of Camden County on the 12<sup>th</sup> day of March, 2015.

  
 \_\_\_\_\_  
 Chairman, Board of Education

  
 \_\_\_\_\_  
 Secretary, Board of Education

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

**Item Number: 6.D**

**CONSENT AGENDA**

**Meeting Date: April 6th, 2015**

**Attachments: 1 (1 Page)**

**Submitted By: Dellie Spaulding, Tax Specialist**

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

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

**SUMMARY:**

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

**RECOMMENDATION:**

**FOR COUNTY COMMISSIONERS' APPROVAL**



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

**Item Number: 6.E**

**CONSENT AGENDA**

**Meeting Date: April 6<sup>th</sup>, 2015**

**Attachments: 1 (6 Pages)**

**Submitted By: Dellie Spaulding, Tax Specialist**

**ITEM TITLE: Tax Dept.  
Pick-ups, Releases, & Refunds**

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

**SUMMARY:**

**Pick-ups, Releases, & Refunds**

**RECOMMENDATION:**

**FOR COUNTY COMMISSIONERS' APPROVAL**

REFUNDS OVER \$100.00

ACS Tax System  
2/26/15 14:47:04

CAMDEN COUNTY

Refunds to be Issued by Finance Office

Refund\$	Remit To:	Reference:	Drawer/Transaction Info:
230.89	BARBER SR, CHARLES A. 1404 WILROY RD. SUFFOLK VA 23434	2011 R 01-7979-00-94-6193.0000 overpayment for Hersey	20150130 1 217531
151.16	CUMMINGS, JOSEPH 186 PIER LNDG SOUTH MILLS NC 27976	2011 V 0038282 MILITARY EXEMPT	20150226 99 217874
135.10	CUMMINGS, JOSEPH 186 PIER LNDG SOUTH MILLS NC 27976	2012 V 0038282 MILITARY EXEMPT	20150226 99 217876
425.36	GREAT DISMAL SWAMP P.O. DRAWER J PORTSMOUTH VA 23705	2013 R 03-8974-00-49-6676.0000 SPLIT NEVER TAKEN FROM PARENT	20150226 99 217896
425.36	GREAT DISMAL SWAMP P.O. DRAWER J PORTSMOUTH VA 23705	2014 R 03-8974-00-49-6676.0000 SPLIT NEVER TAKEN FROM PARENT	20150226 99 217897
425.36	GREAT DISMAL SWAMP P.O. DRAWER J PORTSMOUTH. VA 23705	2011 R 03-8974-00-49-6676.0000 SPLIT NEVER TAKEN FROM PARENT	20150226 99 217898
425.36	GREAT DISMAL SWAMP P.O. DRAWER J PORTSMOUTH VA 23705	2012 R 03-8974-00-49-6676.0000 SPLIT NEVER TAKEN FROM PARENT	20150226 99 217899
356.67	GREAT DISMAL SWAMP P.O. DRAWER J PORTSMOUTH VA 23705	2006 R 03-8974-00-49-6676.0000 SPLIT NEVER TAKEN FROM PARENT	20150226 99 217900
450.54	GREAT DISMAL SWAMP P.O. DRAWER J PORTSMOUTH VA 23705	2007 R 03-8974-00-49-6676.0000 SPLIT NEVER TAKEN FROM PARENT	20150226 99 217901
425.36	GREAT DISMAL SWAMP P.O. DRAWER J PORTSMOUTH VA 23705	2008 R 03-8974-00-49-6676.0000 SPLIT NEVER TAKEN FROM PARENT	20150226 99 217902
425.36	GREAT DISMAL SWAMP P.O. DRAWER J PORTSMOUTH VA 23705	2009 R 03-8974-00-49-6676.0000 SPLIT NEVER TAKEN FROM PARENT	20150226 99 217903
425.36	GREAT DISMAL SWAMP P.O. DRAWER J PORTSMOUTH VA 23705	2010 R 03-8974-00-49-6676.0000 SPLIT NEVER TAKEN FROM PARENT	20150226 99 217904
141.61	SCOTT, DAVID RAYMOND 183 LILLY RD SOUTH MILLS NC 27976	2010 V 0034236 MILITARY EXEMPT	20150226 99 217886
124.32	SCOTT, DAVID RAYMOND	2011 V 0034236	20150226 99 217888

ACS Tax System  
2/26/15 14:47:04

Refunds to be Issued by Finance Office

CAMDEN COUNTY

Refund\$	Remit To:	Reference:	Drawer/Transaction Info:
	183 LILLY RD SOUTH MILLS	MILITARY EXEMPT	
	NC 27976		
109.49	SCOTT, DAVID RAYMOND 183 LILLY RD SOUTH MILLS	2012 V 0034236 MILITARY EXEMPT	20150226 99 217889
	NC 27976		
4,677.30	Total Refunds		

\*\*\*

Submitted by Lisa S. Anderson Date 2-26-15  
 Lisa S. Anderson, Tax Administrator Camden County

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
 P. Michael McLain, Chairman Camden County Board of Commissioners



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 3/2/2015 9:51:55 AM

Payee Name	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
ALGOSO, ALAN	123 TAYLORS CT		CAMDEN, NC 27921	Adjustment >= \$100	0022571082	CMK3330	AUTHORIZED	23212272	Refund Generated due to adjustment on Bill #0022571082-2014-2014-0000-00	Military	02/03/2015	2/5/2015 9:21:45 AM	1843	Tax	(\$109.15)	\$0.00	(\$109.15)
													2	Tax	(\$1.85)	\$0.00	(\$1.85)
																Refund	\$111.00

Submitted by Lisa S. Anderson Date 3-3-15  
 Lisa S. Anderson, Tax Administrator Camden County

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
 P. Michael McLain, Chairman Camden County Board of Commissioners



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 2/5/2015

Payee Name	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
CUMMINGS, JOSEPH	186 PIER LNDG		SOUTH MILLS, NC 27976	Adjustment >= \$100	0001009179	AKC3079	AUTHORIZED	34451883	Refund Generated due to adjustment on Bill #0001009179-2013-2013-0000-00	Military	01/29/2015	2/2/2015 5:04:17 PM	1843	Tax	(\$108.50)	\$0.00	(\$108.50)
													1	Tax	(\$1.84)	\$0.00	(\$1.84)
													4	Tax	(\$3.68)	\$0.00	(\$3.68)
																	Refund \$114.02
																	Refund \$114.02

Submitted by Lisa S. Anderson Date 2-26-15  
 Lisa S. Anderson, Tax Administrator Camden County

Approved By \_\_\_\_\_ Date \_\_\_\_\_  
 P. Michael McLain, Chairman Camden County Board of Commissioners

<u>NAME</u>	<u>REASON</u>	<u>TYPE NO.</u>
George Wood Farms, Inc. ETAL	\$14,041.62 Deferred taxes calculatede	Pick-Up/17659 R-61511-12 R-68359-13 R-83195-14

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

Nº 17659

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Deferred taxes calculated

YEAR 2012-2014 TOWNSHIP CW  
NAME George Wood Farms Inc, ETAL (6040)  
ADDRESS P.O. Box 159  
Camden, NC 27921  
PIN # R02-8928-00-68-5748-0000

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____	<u>13807.59</u>	<u>234.03</u>		<u>14041.62</u>	<u>R61511/2012</u> <u>R68359/2013</u> <u>R83195/2014</u>

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

Jeri Smith  
TAX ADMINISTRATOR/Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

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

**Item Number: 6.F**

**CONSENT AGENDA**

**Meeting Date: April 6th, 2015**  
**Attachments: 1 (1 Page)**  
**Submitted By: Various Departments**

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

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

**SUMMARY:**

**May Renewals**

**RECOMMENDATION:**

**For Review and Possible Approval**

**STATE OF NORTH CAROLINA**

**COUNTY OF CAMDEN**

**TO:** The Tax Administrator of Camden County May Ren.) Due 6/15/15 (NEW SYSTEM)

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

<b>SOUTH MILLS</b>	<b>COURTHOUSE</b>	<b>SHILOH</b>	<b>TOTAL</b>
15,748.53	17,576.20	8,789.70	42,114.43

Witness my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Chairman, Camden County Board of Commissioners

Attest:

\_\_\_\_\_  
Clerk to the Board of Commissioners of Camden County

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

*Lisa S. Anderson*  
\_\_\_\_\_  
Tax Administrator of Camden County

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

**Item Number: 6.G**

**CONSENT AGENDA**

**Meeting Date: April 6th, 2015**  
**Attachments: 1 (1 Page)**  
**Submitted By: Various Departments**

**ITEM TITLE: Volunteer Forms**

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

**SUMMARY:**

**Library Board of Trustees  
Camden Economic Development Commission  
Senior Advisory Board**

**RECOMMENDATION:**

**For Review and Possible Approval**



Application for Citizen Service - Volunteer Form

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

Name, Philip S. FAISON

Mailing Address PO Box 41 CAMDEN

Township you live in: Courthouse

Telephone (home) 207 6142 (business),

Email address PHILIP FAISON @ gmail.com

Are you a registered voter?  Yes  No

Have you ever been convicted of a felony? Yes  No

Please identify any talent, interest, skill, experience or educational preparation which might be helpful to a board or commission:

Past Commissioner

Board or Commissions upon which you are interested in serving: (List on opposite side)

Economic Development

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

Signature PH Faison Date 3/26/15



## Application for Citizen Service - Volunteer Form

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

[mrenshaw@camdencountync.gov](mailto:mrenshaw@camdencountync.gov).

Name, Mary Leigh Barrett

Mailing Address 202 Valley Road; Camden, N.C. 27921

Township you live in: Camden

Telephone (home) 331-2961 (business),

Email address maryleighb@embarqmail.com

Are you a registered voter?  Yes  No

Have you ever been convicted of a felony? Yes  No

Please identify any talent, interest, skill, experience or educational preparation which might be helpful to a board or commission:

K-12 - Library Certification  
BS in Education Grades 1-8  
Taught in Classroom for 10 years  
Librarian in Public School Library - 15 years  
Current President of Friends of the Library in Camden, NC

Board or Commissions upon which you are interested in serving: (List on opposite side)

Library Board

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

Signature Mary Leigh Barrett Date March 1, 2015

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

**Item Number: 6.H**

**CONSENT AGENDA**

**Meeting Date: April 6th, 2015**  
**Attachments: 2 (2 Page)**  
**Submitted By: Various Departments**

**ITEM TITLE: Resolution in Opposition of  
Sunday Hunting**

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

**SUMMARY:**

**Opposition to Senate Bill 658**

**RECOMMENDATION:**

**For Review and Possible Approval**

GENERAL ASSEMBLY OF NORTH CAROLINA  
SESSION 2015

S

1

SENATE BILL 658

Short Title: Expand to Seven-Day Hunting. (Public)

Sponsors: Senators Newton, Rabon (Primary Sponsors); and Lee.

Referred to: Rules and Operations of the Senate.

March 30, 2015

1 A BILL TO BE ENTITLED  
2 AN ACT TO ALLOW HUNTING ON SUNDAYS WITH CERTAIN LIMITATIONS.  
3 The General Assembly of North Carolina enacts:

4 SECTION 1. G.S. 103-2 reads as rewritten:

5 "§ 103-2. **Hunting on Sunday.**

6 (a) ~~If any person shall, except in defense of his own property, hunt on Sunday, having~~  
7 ~~with him a shotgun, rifle, or pistol, he~~A person may hunt with the use of firearms on Sunday  
8 except that:

- 9 (1) Hunting of waterfowl on Sunday is prohibited.
- 10 (2) Hunting with dogs on Sunday is prohibited.
- 11 (3) Prior to 1 P.M. on Sunday, hunting within 250 yards of a church, synagogue,  
12 or other place of worship is prohibited.

13 (b) A person who hunts on Sunday in a manner prohibited under subsection (a) of this  
14 section shall be guilty of a Class 3 misdemeanor. Provided, that the provisions hereof shall not  
15 be of this section are not applicable to military reservations, the jurisdiction of which is  
16 exclusively in the federal government, or to field trials authorized by the Wildlife Resources  
17 Commission, or to actions taken in defense of a person's property. Wildlife  
18 protectors are granted authority to enforce the provisions of this section."

19 SECTION 2. Effective July 1, 2016, G.S. 103-2(a)(3), as enacted in Section 1 of  
20 this act, reads as rewritten:

- 21 (3) ~~Prior to 1 p.m. on Sunday, hunting within 2,500 feet of a church, synagogue,~~  
22 ~~or other place of worship is prohibited.~~Hunting on Sunday and the manner of  
23 taking game on Sunday may be prohibited at certain times and in certain  
24 locations by rule of the Wildlife Resources Commission."

25 SECTION 3. Section 2 of this act becomes effective July 1, 2016. The remainder  
26 of this act is effective when it becomes law.



BOARD OF COMMISSIONERS

P. MICHAEL McLAIN  
Chairman

SANDRA J. DUCKWALL  
Vice Chairman

GARRY W. MEIGGS  
CLAYTON D. RIGGS  
TOM WHITE



**CAMDENCOUNTY**  
new energy. new vision.

MICHAEL RENSHAW  
County Manager

ANGELA WOOTEN  
Clerk to the Board

JOHN S. MORRISON  
County Attorney

**Resolution No. 2015-04-01**

**Resolution in Opposition of Sunday Hunting**

**WHEREAS**, Sunday is a day of rest and a religious "holy" day, or day set apart, for many of our residents; and,

**WHEREAS**, Sunday is a family day for many of our resident families; and,

**WHEREAS**, our local culture has a history of honoring and valuing The Ten Commandments and the specific commandment to remember the Sabbath and keep it holy, or set apart; and,

**WHEREAS**, we have many outdoor enthusiasts who compete with hunters for time in the woods and outdoor areas, including, but not limited to, hikers, campers, runners, cyclists, equestrians, bird watchers, and photographers; and,

**WHEREAS**, Sunday is the one day of the week during hunting season when non-hunters can safely enjoy the woods and outdoor areas used by hunters on the other six days of the week; and,

**WHEREAS**, with loss of farms and open spaces, outdoor areas are increasing valuable and sought after by all our citizens, and it is reasonable to balance access to the woods and outdoor areas.

**THEREFORE, BE IT RESOLVED** that the County Board of Commissioners opposes hunting on Sunday and the legalization of any gun hunting activities on Sunday, and urges the NC General Assembly to defeat any bills proposing gun hunting on Sunday.

**ADOPTED**, this the \_\_\_\_ day of April, 2015, in Camden County, North Carolina.

ATTEST: \_\_\_\_\_

Clerk to the Board

\_\_\_\_\_

Chairman of County Commissioners

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

**Item Number: 6.I**

**CONSENT AGENDA**

**Meeting Date: April 6th, 2015**  
**Attachments: 2 (2 Page)**  
**Submitted By: Various Departments**

**ITEM TITLE: Resolution supporting US 17  
Upgrade**

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

**SUMMARY:**

**RECOMMENDATION:**

**For Review and Possible Approval**

BOARD OF COMMISSIONERS

P. MICHAEL McLAIN  
Chairman

SANDRA J. DUCKWALL  
Vice Chairman

GARRY W. MEIGGS  
CLAYTON D. RIGGS  
TOM WHITE



**CAMDENCOUNTY**  
new energy. new vision.

Page 220 of 290

MICHAEL RENSHAW  
County Manager

ANGELA WOOTEN  
Clerk to the Board

JOHN S. MORRISON  
County Attorney

**Resolution No. 2015-04-02**

**Resolution strongly supporting FS-1501A to upgrade US 17 from Williamston to the Virginia State Line to an interstate highway**

*Whereas, the North Carolina Department of Transportation is conducting a feasibility study for Project FS-1501A to upgrade US 13/US 17 from US 64 in Williamston to the Virginia State Line; and*

*Whereas, this is part of an effort to designate this corridor as an Interstate Highway; and*

*Whereas, Camden County is North Carolina's gateway county from Virginia along this highway and has already begun to see the growth influences from the Norfolk/Chesapeake/Virginia Beach metropolitan area; and*

*Whereas, in fact a large portion of Camden's population commutes to Virginia for work; and*

*Whereas, the length of US 17 through Camden county is a little over 4 miles and the county has prepared a corridor plan that anticipates both residential and commercial growth in this part of the county; and*

*Whereas, the county is providing a catalyst for this growth with a recently completed 100 acre Eco Industrial Park; and*

*Whereas, the County, along with its regional and State economic development partners are actively engaged in marketing this important corridor as a prospective business location for companies interested in northeastern North Carolina. Importantly, the connectivity to the Hampton Roads, Virginia market is critical to the movement of the employee base as well as products and services that are considering locating in the corridor; and*

*Whereas, the Port of Virginia and the associated maritime logistics related opportunities play an important role in the future business acquisition and development of this part of Camden County; and*

*Whereas, improving traffic flow and accessibility in the North Carolina and Virginia markets is a prime element in location consideration on the part of industry;*

***Now therefore be it resolved that;***

***Camden County strongly supports FS-1501A to upgrade US 17 from Williamston to the Virginia State Line to an interstate highway, and offers the attached response as input for the feasibility study.***

***ADOPTED***, this the \_\_\_\_ day of April, 2015, in Camden County, North Carolina.

**ATTEST:** \_\_\_\_\_

**Clerk to the Board**

\_\_\_\_\_

**Chairman of County Commissioners**

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

**Item Number:**

**INFORMATION**

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

**ITEM TITLE:** INFORMATION

**SUMMARY:**

- A. GOVERNOR’S State Budget Summary
- B. Annual Advisory Opinion Newsletter)
- C. BizConnect Broadband Pilot Grant Program
- D. NCACC Legislative Bulletin – March 6, 2015
- E. NCACC Legislative Bulletin - March 13, 2015
- F. NCACC Legislative Bulletin - March 20, 2015
- G. Register of Deeds Monthly Report - February
- H. SPCA February Meeting Minutes
- I. New Direction for Workforce System
- J. State Tourism Industry
- K. Sheriff’s Monthly Report – February
- L. US Census Report
- M. Fraud Unit Steps Up
- N. Finance Monthly Reports
- O. North Carolina Secretary of Commerce Statement on SB326
- P. Senate unveils plan to convert local sales taxes to state revenue
- Q. Monthly Sales Tax Report
- R. Library Monthly Report
- S. Register of Deeds - check journal report
- T. Northeast Economic Developers

**RECOMMENDATION:**

**Information Only**

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



## **GOVERNOR'S 2016-2017 PROPOSED STATE BUDGET SUMMARY**

**March 10, 2015**

Governor Pat McCrory released his proposed budget for the 2016-2017 biennium on March 5. Aside from some fee increases for autopsies, the budget leaves counties largely unaffected. He emphasized improvements to the state's infrastructure and modernization of state government operations, established a new Medicaid Risk Reserve fund at \$175 million, made investments in mental health services, and increased beginning teacher pay.

The consensus revenue forecast, developed jointly by the executive and legislative branches, projects for the General Fund \$21,428,700,000 in revenue for FY 2016 – an increase of 3.4% from 2015 – and \$22,234,200,000 for FY 2017. The Governor's budget outlines \$21.5 billion in state spending from the General Fund in FY 2016 and \$22.2 billion in 2017. These figures do not include expenditures from the Highway Fund and Highway Trust fund and federal dollars received by the state.

As part of his budget, the Governor includes recommendations from the NC Government Efficiency and Reform project. NCGEAR was organized last biennium to identify specific areas for consolidation and reorganization. Among its recommendations is the creation of two new departments and shifting of several programs between departments. The new Department of Military and Veterans Affairs consolidates programs from several areas of state government, and the current state Office of Information Technology is elevated to department status and will coordinate many of the IT functions of state agencies. Several natural resource attractions and the state parks system will move from the Dept. of Environment and Natural Resources to the Dept. of Cultural Resources. Other NCGEAR recommendations are noted throughout this report.

The proposed budget adds \$47 million to the Savings Reserve Account, commonly known as the rainy day fund, and \$47 million to Repairs and Renovations Account to maintain state buildings. State employees receive no across-the-board raise, but a salary adjustment fund of \$82 million over two years would supplement the salaries of difficult-to-fill positions such as engineers and information technology specialists to make them more competitive with the market rate. Teacher starting salaries increase to \$35,000 per year, and funds are provided for those teachers eligible to move to the next salary tier.

The following provides highlights in the Governor's budget of interest to counties. The entire budget is available at [osbm.nc.gov/thebudget](http://osbm.nc.gov/thebudget).

Department of Health and Human Services

**Projected HHS expenditures increase by \$157,710,678, or about 3%, in FY 2016.**

The HHS budget appears to support an Accountable Care Organization model of Medicaid reform, invests in mental health services, and increases costs of autopsies to counties. Outside of the HHS budget, the Governor establishes a Medicaid Risk Reserve fund of \$125 million recurring over two years to address cost overruns in this program.

Dedicates \$7.8 million in non-recurring and \$15.5 million in recurring funds over the course of the biennium to assist people with mental health needs to live in their communities, in keeping with the department's settlement with the US Dept. of Justice

Provides \$16.5 million to equip and furnish the new Broughton Hospital

Provides \$10 million in year two for 30 additional community-based psychiatric beds; and \$2.3M to expand NC START services to children and adolescents and create a new NC START team

Increases by \$1.8 million recurring funds to reduce caseloads for the Treatment Alternatives for Safer Communities (TASC) program

Directs \$2 million in year two for Behavioral Urgent Care Centers and Facility-Based Crisis Units to help reduce emergency department use

Allocates \$484,000 to develop a mental health crisis bed registry

Allocates \$1 billion in year one and \$1.5 billion in year two for Medicaid rebase (anticipated changes in enrollment, costs and utilization that are covered by state appropriations and federal matching funds)

Directs \$2.3 million in recurring funds for Medicaid reform, partly for 22 new positions, to implement an Accountable Care Organization model of service delivery

Invests \$18.8 million non-recurring and \$13.2 million recurring for development, implementation, operations and maintenance of NCFAST

Invests \$3.2 million non-recurring and \$400,000 recurring for NCTRACKS upgrades, operation and maintenance

Increases autopsy contracted rates from \$1,205 to \$1,750 in FY 2016 and to \$2,250 in FY 2017, and medical examiner fees from \$100 to \$250. Counties pay both fees in cases where the death occurs in the county of residence (about 83% of medical examiner fees and 90% of autopsy fees). Increased revenue

would be used to create 14 new medicolegal death examiner positions and for medical examiner training and other program improvements.

Provides \$1.5 million over the biennium to establish an electronic death records system as part of the NCGEAR recommendations

Allocates \$5 million to make permanent a pre-K seat expansion

Uses \$16.9 million in TANF block grant funds to supplant state appropriations on a non-recurring basis in both years of the biennium for NC Pre-K program

Increases foster care funds by \$21 million over two years to accommodate the growing number of children in care, and \$8.5 million in adoption assistance funds for anticipated increased adoptions

Decreases state and county special assistance funds to align with a decline in participation

Distributes 85% of \$14 million worth of federal grant funds to counties for performance improvement efforts in child support enforcement

#### Public Education

**Public Education (K-12) proposed expenditures increase by roughly \$235 million, or approximately 2.8% over the 2014-15 authorized budget.**

Lottery funding for school construction remains unchanged. Indicates the \$100 million in school lottery dollars will be recommended for both years of the biennium.

Increases starting teacher base pay to \$35,000 a year and funds salary increases for those teachers and principals eligible to move to the next tier on the salary schedule.

Funds projected enrollment growth of more than 35,000 additional students over the biennium to support hiring 1,431 new teachers.

Provides \$128 million over the biennium to retain existing teaching assistant positions.

Rewards high-performing teachers by appropriating \$15 million over the biennium to implement teacher pay for performance plans.

Allocates an additional \$70 million over the biennium for instructional resources including textbooks, instructional supplies and equipment, and allows school districts flexibility to use instructional resource funds to meet locally-determined needs.

Provides \$19.4 million over the biennium to support equipment purchase, installation and maintenance costs necessary to provide Wi-Fi access to classrooms across the state.

As part of NCGEAR, allocates \$4,124,000 over the biennium to establish regional or statewide shared services to provide more consistent support services across local education agencies.

### **Higher Education**

Offers in-state tuition to qualifying nonresident veteran students. Appropriates \$5.4 million and reallocates \$5.9 million of Yellow Ribbon matching funds to offset lost tuition revenue.

Adjusts the budget for community colleges to reflect decreased enrollment.

### Department of Commerce

**The Department of Commerce's recommended appropriations decrease by \$17,280,913, or 20% over the FY 2014-15 authorized budget.**

Following discussions in the General Assembly around economic development programs and efforts by the Department of Commerce to recapitalize the state's grants and incentives, the Commerce budget includes \$99 million in FY2015-16 to fund various economic development tools including the Governor's new NC Competes plan, and a program to encourage entrepreneurship called Rallying Investors and Skilled Entrepreneurs for NC (RISE NC).

Provides \$45.5 million (found in the Reserves section) to support existing obligations under the Job Development Investment Grant Program (JDIG)

Provides \$7.5 million non-recurring for the Job Maintenance and Capital Development Fund (JMAC). These funds will support existing contractual obligations to Goodyear, Bridgestone, Dormitar and a recently awarded grant to Blue Ridge Paper Products, Inc.

Allocates \$5 million in non-recurring funds for the One NC Small Business Program to provide early-stage funding for small, high-growth, and high-tech businesses across the state.

Provides \$10 million in non-recurring funds for the Film and Entertainment Grant Program. Funds for the Historic Preservation Tax Credit are provided in the Department of Cultural Resources budget.

Department of Public Safety

**The Department of Public Safety's proposed expenditures increase by \$10.2 million, or 58%, over the 2014-15 authorized budget.**

Provides \$1.7 million and \$1.9 million, respectively, to fully fund the 5% step increase for eligible State Troopers in each year of the biennium

Provides \$2 million over the biennium to the Governor's Crime Commission to be awarded to local law enforcement agencies to hire officers, including veterans trained through the Human Exploitation Rescue Operative (HERO) project, or a comparable training program, to use technology to locate and rescue children in danger

Funds growth in the offender population that is subject to electronic monitoring as part of their community supervision

Provides funding to open a training academy in Moore County for certified correctional officers, probation/parole officers and juvenile court counselors

Transfers Animal Welfare from the Department of Agriculture and Consumer Services to the Department of Public Safety as part of the NCGEAR recommendations, including \$758,892 and 10 positions

Department of Justice and the Judicial Branch

**Administrative Office of the Courts projected expenditures increase by \$6.8 million, or about 1.5%. The Dept. of Justice decreases by \$415,875, or less than 1%.**

In response to growing demands for additional courts funding, culminating in a joint legislative session featuring remarks from N.C. Supreme Court Chief Justice Mark Martin, the governor's budget increases overall appropriations for courts operations by \$6 million. DOJ sees improvements in crime lab funding but is subjected to a 2% reduction in overall funding, excluding crime lab dollars.

Expands business courts in two existing locations with \$813,053 in additional funding to address more complex issues of commercial law

Improves state crime lab operations by hiring six technicians to assume non-scientific duties of forensic scientists, outsources toxicology in year two, and funds start-up operations at Western Crime Lab

Appropriates an additional \$3,250,000 in Indigent Defense, 3%, to offset end of year budget shortfalls

Department of Environment and Natural Resources

**The Department of Environment and Natural Resources' recommended appropriations decrease by \$71,935,936, or 45% compared to the FY 2014-15 authorized budget.**

The Department of Environment and Natural Resources recommended budget makes minor adjustments to Environmental programs, mostly to meet responsibilities stemming from last session's Coal Ash Management Act. The largest change to the Department would be in the natural resources sector where responsibility for several programs is transferred to the Department of Cultural Resources. The consolidation is part of the NCGEAR recommendations.

Transfers state parks, the Museum of Natural Sciences, NC Aquariums and the Zoological Park, including \$73,664,734 and 1,032 positions, and cuts \$3,321,500 and two positions due to savings and efficiencies from consolidating management of the programs

Provides \$345,112 recurring and \$51,888 non-recurring to support costs related to additional requirements and deadlines included in last year's Coal Ash Management Act

Provides \$264,852 recurring and \$7,000 non-recurring to support two additional engineering positions to review and manage dam safety emergency action plans resulting from requirements in the Coal Ash Management Act

Allocates \$500,000 to match funds with an industry consortium to explore natural gas potential in North Carolina by drilling three vertical holes and analyzing samples

Cuts grants from the Clean Water Management Trust Fund by \$233,151 on a recurring basis.

Shifts \$312,921 for 2.5 positions in Division of Water Resources to grant funds and reduces scrap tire program grant funds and solid waste trust fund dollars by \$92,742 and \$22,000 respectively.

#### Agriculture

**The Department of Agriculture and Consumer Services' recommended appropriations decrease by \$3,320,309, or 2.8% compared to the FY 2014-15 authorized budget.**

The recommended funding for agricultural programs is largely unchanged from the last biennium. The Governor's budget does make a significant change to the Department of Agriculture and Consumer Services organizational structure by moving the Animal Welfare Section to the Department of Public Safety as part of the NCGEAR recommendations. The Governor recommends a one-time increase in appropriations for the Farmland Preservation Trust Fund by \$1,000,000. State appropriations for NC State University's agricultural research and extension programs (found in the Education section) are \$58,099,332 and \$38,595,927 respectively.

#### Department of Revenue

**The Department of Revenue's operations appropriations decrease by roughly \$1 million, or about 1%, excluding Project Collect Tax.**

Provides additional resources, \$91,000 in one time funds in year one and \$788,966 recurring in year two, to manage system upgrades in the Tag and Tax program, the combined license plate registration and motor vehicle property tax system, whose funding is paid for by benefitting counties and cities

Increases one-time receipts-only funding for Project Tax at \$12.2 million in year one, to stabilize the revenue collections legacy system and enhance the department's e-services portal

#### Department of Transportation

**Highway Fund projected expenditures decrease by \$32,242,286, or about 1.6% in FY 2016, and Highway Trust Fund decreases by \$46,706,860, or 4%.**

Anticipating General Assembly changes to the gas tax formula, the transportation budget assumes a set tax rate of 35 cents per gallon to anticipate revenue and plan expenditures. Revenue could change noticeably depending on the final legislative decision on the formula. Not included in the DOT budget, but part of long-term transportation planning, the administration plans for a \$1.2-1.4 billion bond for transportation infrastructure. Revenue from the bond would be used to speed construction of projects scored under DOT's Mobility Formula and next in line.

Makes permanent 44 of the 54 time-limited positions dedicated to the Tag and Tax program scheduled to expire at the end of the current fiscal year. These positions are funded by local governments to support vehicle property tax collections.

Increases a maintenance reserve fund to preserve and improve roads across the state by \$19.5 million in 2016 and an additional \$94 million in 2017

Increases funding for strategic infrastructure investments, as directed by Session Law 2013-183, by \$135 million over the biennium

### Military and Veterans Affairs

As described in the governor's State of the State address and part of NCGEAR, the administration consolidates and centralizes services for military communities, active duty personnel and veterans from the departments of Administration and Commerce and the Governor's Office by creating a new Department of Military and Veterans Affairs. This change includes transferring \$6,838,287 and 81.67 positions to the new agency. The new department is intended to protect the military mission in North Carolina, to increase awareness of resources available to veterans, and to serve as the point of coordination for all agency programs and funds whose customers include the military or veterans.

Adds \$230,000 recurring and \$2,400,000 non-recurring in each year to support military affairs initiatives recommended by the Military Affairs Commission, and \$241,565 recurring to support four new Veterans Service Officers

Includes award funding in the Department of Public Safety budget to hire officers, including veterans trained through the HERO project, or a comparable training program, to locate and rescue exploited children.

Includes funding in the education budget to fund in-state tuition for nonresident military veterans at the state's community colleges and universities within the UNC system.

### Housing Finance Agency

**The Housing Finance Agency's budget increases by \$11.5 million, most non-recurring.**

Provides state matching funds of \$1,542,261 to leverage \$20 million in federal dollars

Uses recent Standard and Poor's settlement dollars, \$10 million in year one, to increase affordable housing stock



**Angela Wooten**

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**From:** Commission, Ethics <ethics.commission@doa.nc.gov>  
**Sent:** Friday, March 13, 2015 2:24 PM  
**To:** gerrycobb@live.com; brenda.berg@best-nc.org; Patrick.Hofstetter@ca.com; legal@ctpc.com; dallas@csurety.com; lcansler@canslermail.com; richard.topping@cardinalinnovations.org; phillip.clark@medsolutions.com; chrisneal@carfax.com; karen.moriarty@carillonas  
**Subject:** Annual Advisory Opinion Newsletter  
**Attachments:** Annual Advisory Opinion Newsletter.pdf

Attached please find the annual Advisory Opinion Newsletter which summarizes the 2014 Formal Advisory Opinions issued by the State Ethics Commission interpreting the Ethics Act and Lobbying Law. Please share this information as appropriate.

As always, please do not hesitate to contact us if you have any questions or need additional information.



# N.C. ETHICS COMMISSION

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Volume 18, Issue 3

March 2015

## ANNUAL ADVISORY OPINION NEWSLETTER

Below is a table summarizing 2014 Formal Advisory Opinions issued by the State Ethics Commission interpreting the Ethics Act and Lobbying Law. The complete opinions, are available on the Commission's web site under Advisory Opinions: <http://www.ethicscommission.nc.gov/ao/default.aspx>. Although all advice issued by the Commission or its staff is confidential, requesters may waive confidentiality and authorize the release of unedited advisory opinions. G.S. 138A-13(e) and 120C-102(d).

These summaries are for general information and guidance purposes only. Anyone who has a specific question or who would like to request advice or a formal advisory opinion regarding their particular situation should contact the State Ethics Commission. Contact information and instructions are provided below.

### SUMMARY OF THE STATE ETHICS COMMISSION'S 2014 FORMAL ETHICS ADVISORY OPINIONS

CATEGORY	AUTHORITY	AO #	TITLE & SUMMARY
Gifts and Gift Ban Exceptions	G.S. 138A-32(c); 138A-32(d); 120C-303(a); and 138A-32(e)(3)(i).	E-14-001	<p><b>Paying Expenses of Legislators to Participate in the 2014 "Global Leaders Program to Germany: Focus-Advanced Manufacturing, Workforce Training, and Innovation"</b></p> <p>The Center for International Understanding asked whether it would be permissible for lobbyist principals to pay the trip-related costs of legislators and public servants participating in its 2014 Germany Trip. This opinion requires the application of the educational meeting and reimbursement exception to the Ethics Act's gift ban.</p> <p>The Center may also receive donations from businesses that are doing business with or are regulated by various State agencies (generally referred to as "interested persons"). However, in order for participating public servants to accept travel expenses from those interested persons, the "reimbursement exception" of the Ethics Act must apply since the educational meeting exception applies only to costs paid by lobbyist principals.</p> <p>The Commission concluded that the 2014 Germany Trip met the educational meeting criteria adopted by the Commission and therefore lobbyist principals may pay for the reasonable actual travel expenses of participating legislators and those legislators may accept the expenses. Since the public servants, if any, who are participating in the trip were not identified, the Commission was unable to determine if the trip was job-related, a requirement</p>

CATEGORY	AUTHORITY	AO #	TITLE & SUMMARY
			of both the reimbursement and meeting exceptions. However, the opinion outlines the standards for applying those exceptions.
Gifts and Gift Ban Exceptions	G.S. 138A-32(c); 138A-3(15); 120C-303(a); 120C-403(b)(1).	E-14-002	<p><b>Permissibility of NCDENR Division of Energy, Mineral &amp; Land Resources Program's Acceptance of Additional American Petroleum Institute Standards</b></p> <p>The Division asked whether API may provide it with a complimentary copy of certain API Technical Standards, valued at \$3,216.00.</p> <p>The Mining and Energy Commission (MEC) has been charged with adopting rules necessary for the administration of the Oil and Gas Conservation Act and for the further development of the State's oil, gas, and mining resources. The members of the MEC and some of the Division staff are public servants subject to the Ethics Act, including the Act's gift ban. API, a registered lobbyist principal, sells a variety of publications that include technical standards applicable to various segments of the oil and gas industry. The Technical Standards will be used by the Division and the MEC in connection with those rulemaking responsibilities.</p> <p>In 2013 the Commission issued a formal advisory opinion which concluded that it was permissible for the Division to accept one complimentary copy of API's Technical Standards on Hydraulic Fracturing, Well Construction, Wellheads, and Well Abandonment in order to assist in the development of proposed rules. Because the more recently requested Technical Standards will also be used in connection with the development of statutorily-required rules, and will not be used for the personal benefit of the Division staff or the MEC members or by the members of the MEC in their private business pursuits, the Commission concluded that the Ethics Act's gift ban would not restrict the Division's acceptance of those Technical Standards from API, and the Lobbying Law would not restrict API from giving those materials to the Division. However, if the materials were given to the Division at the specific request of a public servant and were made for lobbying, API would need to report the fair market value of the materials.</p>
Gifts and Gift Ban Exceptions	G.S. 138A-36; and 138A-38(a)(1).	E-14-003	<p><b>Conflicts of Interest Arising in Connection with the Establishment of Standards Applicable to Licensees Serving on a State Board</b></p> <p>A public servant serving on a State board asked if he/she may take official action in connection with the Board's consideration</p>

CATEGORY	AUTHORITY	AO #	TITLE & SUMMARY
			<p>of certain standards applicable to board licensees under the conflict of interest provisions of the Ethics Act; and what that public servant should do in light of any conflicts of interest identified.</p> <p>The Commission concluded that although it was unclear whether the State board's adoption of the standards would result in a reasonably foreseeable financial benefit to the public servant's business, the public servant may participate in that official action since, if there was such a financial benefit, it would similarly affect many other businesses. Therefore, the public servant may participate in the State board's deliberations and vote on those matters.</p> <p>In addition, the Board's actions in adopting an appeals process and directing the development of rules incorporating these standards would not result in a discernable financial benefit to the public servant's business. The public servant may therefore participate in those official actions.</p>
Conflicts of Interest	G.S. 138A-36; 138A-38(a)(1).	E-14-004	<p><b>Conflicts of Interest Associated With Stock Ownership and Official Actions Taken as a Member of a State Board</b></p> <p>A public servant serving on a State board asked if he/she can take official actions that may affect companies in which the public servant owns stock under the conflict of interest provisions of the Ethics Act.</p> <p>The Commission observed that the value of the Board member's stock interests in one company did not meet the \$10,000 threshold value for triggering the conflict of interest standards of G.S. 138A-36(a). The value of the Board member's stock interests in another company did exceed the \$10,000 threshold. However, the Commission stated that it was unlikely that the public servant's official actions as a member of the State board would result in a reasonably foreseeable financial benefit to the value of the public servant's stock or that companies' overall financial status. Furthermore, the financial impact, if any, would likely similarly affect other companies with similar business interests. Therefore, the Commission concluded that the public servant was not restricted from taking official actions with respect to those matters.</p>
Conflicts of Interest	G.S. 138A-36; 138A-3(14c); 138A-3(27d); 138A-3(3); and 138A-39(a).	E-14-005	<p><b>Conflicts of Interest Associated With Independent Contractor Relationship With Law Firm and Service on State Board</b></p> <p>A public servant serving on a State board asked if the Ethics Act would restrict him/her from serving on and taking official action</p>

CATEGORY	AUTHORITY	AO #	TITLE & SUMMARY
			<p>as a member of a State board if those actions have a financial impact on a company that is a client of a law firm with which the public servant has an independent contractor relationship.</p> <p>The Commission concluded that the Ethics Act would not restrict the public servant from serving on the State board or taking official action regarding matters involving the firm's client, as long as, the firm is not representing the client in those matters. The public servant may, however, be restricted from taking official action if the firm represents the client before the State board, depending upon the particular circumstances.</p>
Restrictions Against Use of Official Title for Advertising/State Funds for PSAs	G.S. 138A-31(c)	E-14-006	<p><b>Use of Photographs Produced With State Resources on Private Website, in E-Mails, and on Social Media Venues</b></p> <p>A public servant asked whether he/she may use several photographs taken of the public servant on State property and/or with the use of State equipment, resources, and/or personnel in the normal course of conducting State business. The public servant wants to use those images on a private website, in emails, and in social media venues. The public servant points out that those images are readily accessible for use by members of the public.</p> <p>G.S. 138A-31(c) restricts the use of State funds for the purpose of producing, distributing, or broadcasting advertisements or public service announcements in a newspaper or magazine, on radio or television, or on billboards. The Commission has construed State funds to include various State resources. However, G.S. 138A-31(c) does not restrict the use of State funds for advertisements publicized on the Internet.</p> <p>Although the images were produced using State property, materials, equipment, and/or personnel, the public servant only intended to use them on the Internet as described. Therefore 31(c) would not restrict the intended use of the images.</p>

**SUMMARY OF THE STATE ETHICS COMMISSION'S  
2014 LOBBYING LAW FORMAL ADVISORY OPINIONS**

CATEGORY	AUTHORITY	AO #	TITLE & SUMMARY
Lobbying and Registration Requirements	G.S. 120C-100(a); 120C-200(a); and 120C-304(c).	L-14-001	<p><b>The Application of the Lobbying Law's "Cooling Off" Period to Former Legislative Employee</b></p> <p>An organization asked if a recently-hired employee may register as a lobbyist. The employee was formerly employed by the General</p>

CATEGORY	AUTHORITY	AO #	TITLE & SUMMARY
			<p>Assembly.</p> <p>G.S. 120C-304(c) provides that “no other employee of any State agency” may register as a lobbyist “to lobby the State agency that previously employed the former employee within six months after voluntary separation ....” “State agency” is defined as “[a]n agency in the <i>executive</i> branch of the government of this State ....” G.S. 138A-3(30k).</p> <p>Since the General Assembly is not an agency in the executive branch of State government, the Commission concluded that six-month “cooling off” period of 120C-304(c) does not apply to former legislative employees.</p>

## HOW TO REQUEST INFORMAL ADVICE OR A FORMAL ADVISORY OPINION ON THE ETHICS ACT OR ON THE LOBBYING LAW

**Who can request advice?** Anyone affected by the Ethics Act or Lobbying Law may request informal advice or a formal advisory opinion.

**What can be requested?** Requests for advice must be related to specific questions involving the meaning and application of the Ethics Act and/or Lobbying Law and must relate to real or reasonably anticipated fact settings or circumstances. All requests must also be prospective.

**What is the difference between “informal advice” and a “formal advisory opinion”?**

- Informal advice is issued by Commission staff and does not confer immunity. Requests for informal advice may be either verbal or written.
- A formal advisory opinion is issued by the Commission. Reliance on a formal advisory opinion confers immunity from investigation by the Commission or the Secretary of State’s Office. A request for a formal advisory opinion must be in writing.

**Are requests and advisory opinions confidential?** Yes. Requests for advice or a formal advisory opinion, and all related documents, are confidential. However, the Commission is required to share unredacted copies of formal advisory opinions with the Secretary of State’s Office and must publish redacted formal advisory opinions on the Commission’s website.

**How do I request informal advice or a formal advisory opinion?** Contact the State Ethics Commission at (919) 715-2071 or by e-mail at [ethics.commission@doa.nc.gov](mailto:ethics.commission@doa.nc.gov).

**Angela Wooten**

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**From:** NC  
**Sent:** Friday, March 13, 2015 11:29 AM  
**To:** info@camdencountync.gov  
**Subject:** For Release: North Carolina Department of Commerce Now Accepting Applications for BizConnect Broadband Pilot Grant Program

*Pat McCrory, Governor*

*John E. Skvarla, III, Secretary*



**NORTH CAROLINA  
DEPARTMENT OF COMMERCE**

Release: Immediate  
Date: March 13, 2015

Contact: Graham Wilson  
Phone: (919) 733-5082

**North Carolina Department of Commerce Now Accepting Applications for BizConnect Broadband Pilot Grant Program**

RALEIGH, N.C. – The North Carolina Department of Commerce is now accepting applications for the BizConnect Broadband Pilot Grant Program. This program provides reimbursements to North Carolina cities, towns or villages to fund deployment of broadband connectivity to a business location that is unserved, or underserved, by necessary broadband connectivity. The purpose of this program is to enable the business to create jobs. Reimbursements in the amount of up to \$10,000 per job created will be offered. The program is administered by the Rural Economic Development Division of the North Carolina Department of Commerce. The deadline for applications is April 30<sup>th</sup>.

“These funds will help North Carolina’s municipalities achieve broadband connectivity in a timely manner,” said Commerce Secretary John E. Skvarla, III. “This will be vital in helping build the economy and adding jobs in these areas.”

The BizConnect Broadband Pilot Grant Program is a new program under the Rural Grants/Programs Section of the North Carolina Department of Commerce. The funding is provided by the NC General Assembly to encourage private sector broadband providers to extend connectivity to unserved areas that are otherwise not economically feasible for deployment. Commerce currently has a total of \$350,000 to award.

Eligible applicants are municipalities located in either a Tier 1 or Tier 2 county or a rural census tract in a Tier 3 county. In Tier 1 or Tier 2 counties, priority will be given to municipalities with populations of fewer than 50,000 persons. Under North Carolina Statute, a rural census tract has a population density of fewer than 500 persons per square mile according to the most recent federal census.

A municipality must use the funds as a reimbursement for expenses from the deployment, installation or improvement of the necessary infrastructure for privately owned telecommunications service in or to an already existing building on real property.

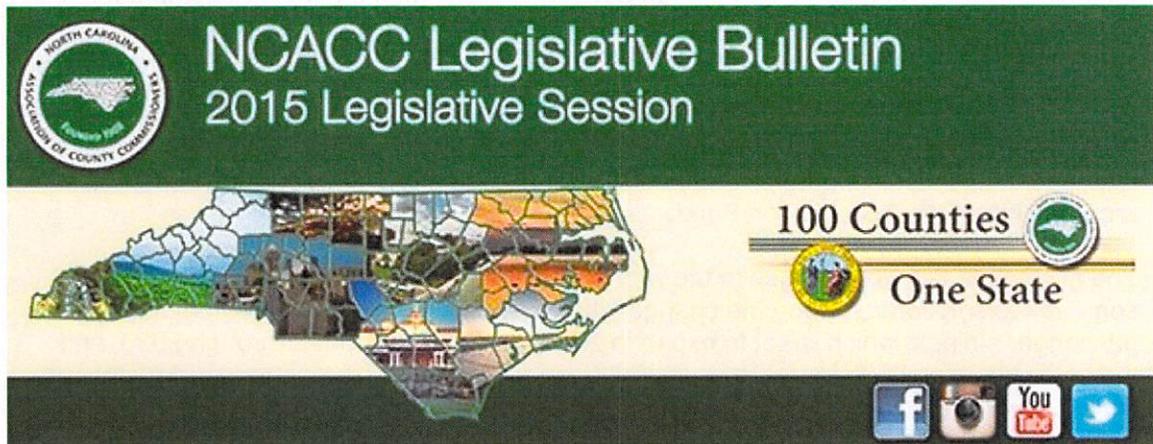
The North Carolina Rural Economic Division administers these grants. The BizConnect Broadband Grant program application and guidelines are posted on the N.C. Commerce website at [www.nccommerce.com/rd](http://www.nccommerce.com/rd). Completed applications must be submitted electronically by Friday, April 30, 2015 to [amanda.tetzlaff@nccommerce.com](mailto:amanda.tetzlaff@nccommerce.com). Awards will be announced Friday, May 15, 2015.

###

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**Angela Wooten**

**From:** NCACC <listserv@civicplus.com>  
**Sent:** Friday, February 27, 2015 4:23 PM  
**To:** awooten@camdencountync.gov  
**Subject:** NCACC Legislative Bulletin - Feb. 27, 2015 CORRECTED

**Note**

The original edition of the Feb. 27 Legislative Bulletin contained incorrect information about which officials are affected by SB2. The information has been corrected below.



Sen. Richard Burr holds up the NCACC Federal Priorities during his remarks at the NCACC Congressional Breakfast. Sen. Burr and many other members of the delegation pledged their support for most of the issues included on the NCACC list.

*Photo by Forrest Smith*

Feb. 27, 2015

## Congressional members pledge support of county issues

More than 150 North Carolina county officials attended the [NACo Legislative Conference](#) in Washington, D.C., earlier this week to learn about federal issues and lobby their federal delegation about issues of importance to counties.

The event culminated with the NCACC's Annual Congressional Breakfast on Tuesday, which was attended by 11 of the 15 members of the state's Congressional Delegation. Several members of the delegation pledged to work with counties on all 11 of the [federal priorities](#) adopted by the NCACC Board of Directors.

North Carolina was well represented during the NACo Conference. Orange County Commissioner Renee Price moderated one workshop and was a panelist in another session, both on topics related to economic development. NCACC Executive Director Kevin Leonard moderated a session on tips for effective advocacy at the grassroots level, and Public Relations Director Todd McGee moderated a session on developing a county communications plan. Rockingham County Chief Information Officer David Whicker also moderated a session on cybersecurity.

- Click [here](#) to download the complete federal issues packet (PDF).

- Click [here](#) to download a one-page summary of the federal issues (PDF).

## Economic development bill introduced in House

On Tuesday, the House introduced [H117](#) (NC Competes Act), an economic development bill that contains some proposals set forth by the Governor in this year's State of the State address. The bill doubles the cap on the state's Job Development Investment Grants (JDIG) to \$45 million and renames it the Job Growth Reimbursement Opportunities (JGRO)-People Program. Under the bill, the One North Carolina Fund and One North Carolina Small Business Program would be rebranded the Job Growth Reimbursement Opportunities-Capital Program and Job Growth Reimbursement Opportunities-Capital Small Business Program respectively. The bill also allocates \$20 million for a manufacturing incentive program called the Site Infrastructure Development Fund and renames it the Site Acceleration Fund.

The bill makes various changes to the way business taxes are calculated and modifies some tax exemptions. Among the changes, the sales tax exemption for jet fuel used by passenger airlines, which is set to expire in 2016, would be extended through 2020, and the sales tax exemption for electricity used by certain information technology industry data centers is expanded to equipment used in the data center.

The bill does not include a restoration of the state's expired historic preservation tax credit and film tax credit, nor does it contain language authorizing companies to raise capital in smaller increments across a large group of in-state investors, often called crowd funding. The bill was introduced but not scheduled in House committees this week due to the weather. It will likely be heard next week in the House.

## Senate passes bill allowing magistrates to opt out of performing same-sex marriages

The Senate approved [S2](#) (Magistrates Recusal for Civil Ceremonies) this week. The legislation allows magistrates to opt out of performing all marriages for six months if they have a "sincerely held religious objection." The issue arose in the wake of a decision by U.S. District Court Judge Max O. Cogburn, Jr., overturning North Carolina's relatively new same sex marriage ban and the resulting resignation of several magistrates who chose not to marry same sex couples. Under the law, magistrates who elect to be recused based on a religious objection must notify the chief district court judge of their decision and may not perform any marriages for at least six months or until they rescind their recusal in writing. The magistrates would not be able to pick and choose which couples they would marry.

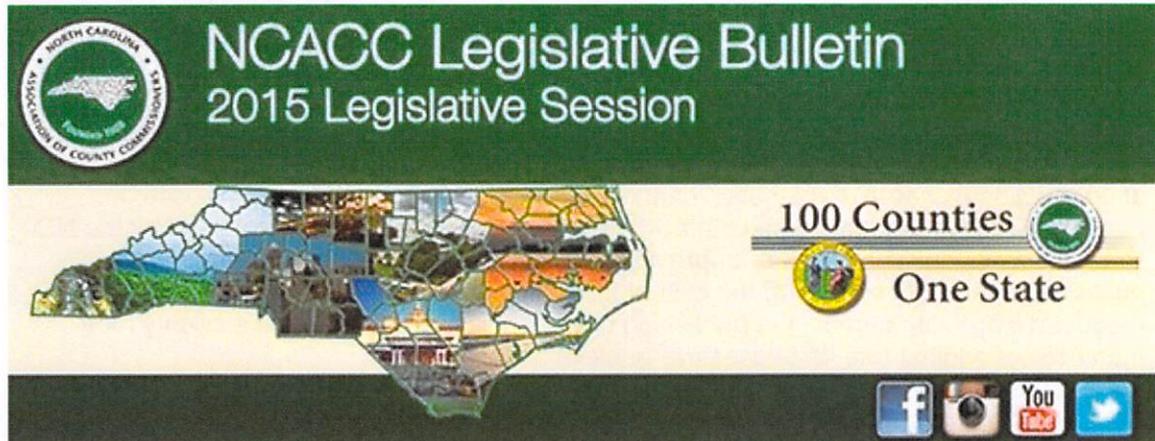
A related provision allows assistant and deputy registers of deeds to recuse themselves from issuing marriage licenses for six months. A magistrate or assistant or deputy register of deeds that opts for a good-faith recusal under this legislation may not be subject to criminal charges or disciplinary action. The provision does not apply to Registers of Deeds.

While the Senate vote fell largely upon party lines, two Republicans voted against the bill and two Democrats for it. Proponents of the bill maintain that it preserves First Amendment religious freedom while preventing the disparate treatment of any couple, regardless of orientation. Arguments against the legislation included setting precedent for any county employee to decline to perform job duties he or she found objectionable. The bill now goes to the House, which will likely consider it next week.

**Angela Wooten**

**From:** NCACC <listserv@civicplus.com>  
**Sent:** Friday, March 13, 2015 4:35 PM  
**To:** awooten@camdencountync.gov  
**Subject:** NCACC Legislative Bulletin - March 13, 2015

**Categories:** on agenda spreadsheet



## House bill would drastically impact property tax base

As a follow up to last week's legislative bulletin, we wanted to provide more information to our counties regarding the potential impacts of [H168](#) (Exempt Builders' Inventories).

This bill would exempt, not defer, the increased value of all improvements in property held for sale from the local property tax base. Increased value could result from subdivided land, completed yet unsold properties, or other improvements to property such as construction work in progress. These factors account for most of the annual growth in the local property tax base. The exemption would cover both commercial and residential properties alike, could renew annually for up to five years, and would be effective this upcoming fiscal year, despite the county's taxable base reflecting values as of January 1, 2015.

In a historical context, this bill far exceeds the reasonable accommodations made during the height of the building bust that were enacted in cooperation with counties to assist the state's faltering building industry. At that time, the General Assembly adopted time-limited legislation to defer the value of completed yet unsold houses held and owned by builders — no deferrals were made for land improvements, construction in progress, or for commercial properties. Only licensed general contractors could qualify as builders. This bill broadens this definition to include anyone engaged in buying, improving and selling real property and, unlike the earlier relief measure that deferred taxes until the house sold, provides for a full property tax exemption of the increased value in all property improvements held for sale.



A Senate bill would allow local governments to post required legal notices on their website in lieu of buying ads in newspapers.

[S129](#), in the Senate.

## Different approaches to electronic notification

Things appear to be shaping up again this session for a battle between counties and the NC Press Association over the issue of allowing counties the ability to publish legal notices through electronic means. Bills addressing this issue in competing ways have been introduced in both chambers of the General Assembly. [H156](#) (Legal Notices/Require Internet Publication), sponsored by Reps. Avila, Malone, Davis and Harrison, would require counties to publish legal notices online in addition to publication in the newspaper. Sens. Sanderson, Apodaca and Hise have also filed a companion bill,

[H156](#) and [S129](#) state that legal notices required to be published in a newspaper must also be published on the newspaper's website on the same day as it appears in the paper and at no additional charge. If the notice cannot be published on newspaper's website, the paper must place the notice on a statewide website established and maintained by the NC Press Association. The bills further provide that when a legal notice is required to be published more than once, and the cost of the notice is paid for by the county and is not recouped by private parties, the publishing newspaper may not charge the county more than 85% of original rate for successive publications.

Sen. Wade, joined by Sens. Brock and Tarte, once again introduced a bill consistent with NCACC's position on the issue. [S210](#) (Notice Publication by Counties and Cities) is identical to the original version of the bill filed by Sen. Wade during the 2013 session, and would accomplish NCACC's goal "to grant all counties the option to provide notice of public hearings and other legal notices through electronic means in lieu of required publication in any newspaper." Under the bill, the governing board may adopt an ordinance allowing it to electronically publish any notice, in lieu of or in addition to publication in the newspaper or other statutorily required publication, provided that the following conditions are met:

1. The notice is published on the website of the governing board no later than the time required for publication under applicable law or act.
2. The website contains, on its main page, links to all notices or a link to another page with links to all notices.
3. Notices and links to all notices must be maintained on the website for at least one year after publication.
4. A copy of the notice must be filed in a notice book, separately maintained and apart from the ordinance book or minutes of the governing board. The notice books must also be appropriately indexed and maintained for public inspection.
5. A copy of the notice must be provided to each public library and clerk of superior court within the jurisdiction of the governing board and maintained for at least one year.
6. A copy of the notice must be mailed or e-mailed to a person that has filed a written request for notice with the clerk or secretary of the governing board.

[H156](#) has been referred to the House Judiciary III committee. [S129](#) and [S210](#) are both in Senate Rules.

## Wake County redistricting bill passes Senate on fast track

Legislation introduced just last week to revamp Wake County's commissioner districts

passed the Senate on Thursday after extensive debate over two days. [S181](#), which was scheduled for committee hearing soon after being introduced, reshapes the seven existing districts to correlate with the county's school board districts and changes them from countywide to a district election format. It also adds two more seats by splitting the county into two larger districts, increasing the total number of commissioners to nine.

The Wake County Board of Commissioners did not request the change and had no input into the bill's development. The legislation now goes to the House, where it is also likely to move quickly to passage. This and similar legislation is concerning to the Association as indicating a trend of the state legislature determining county governance structures without input from the county. NCACC encourages commissioners to consider whether to consult with their legislators to see if similar efforts are underway concerning their county boards.

## **Senate considering significant changes to structure and governance of public health system**

A bill that would dramatically alter the structure and governance of public health was filed this week. If enacted, [S235](#) (Establish State Public Health Authority) would establish a statewide public health authority to assume most public health functions within North Carolina. Specifically, the legislation would transfer most of NC-DHHS's Division of Public Health's responsibilities and authority and all of the Department of Environment and Natural Resources' environmental health functions to this newly-created body.

While it would be housed within NC-DHHS, it would be directed and governed under the authority's 13-member board. The board would "protect and promote the public health" and would have the rules-making authority necessary for this function.

The authority could establish and operate healthcare networks, including managed care networks, and could contract or arrange with county health departments for the provision of public health services. The statewide authority would oversee the administration and allocation of all state and federal public health funds and grants and provide public health administration through four regional authorities. These authorities would possess the same powers and duties of existing public health authorities. The bill assigns all 100 counties to one of these regional authorities, and counties may elect to have the regional authority serve as the county health department.

Another bill introduced this week would require NC-DHHS to study the feasibility of establishing a unified health system and report those findings to the General Assembly by May 1, 2015. [S231](#) (Study Unified Public Health System) directs DHHS to evaluate public financed health services here and in at least 12 other states, including a comparison of health indicators, an evaluation of the public health service delivery structure and the entities involved, and an evaluation of the governance structure of public health and mental health, including the advantages or current and alternative models.

## **Senate poised to pass House bill on environmental changes**

The Senate gave tentative approval to a House bill that makes various changes to environmental laws. [H157](#) (Amend Environmental Laws) exempts certain steel byproducts from solid waste definitions, clarifies recycling laws for certain private operators and speculators by making them subject to the same registration and permitting requirements as solid waste operators.

The bill also makes technical changes to the Coal Ash Management Act to clarify oversight and implementation responsibilities, renames the Department of Environment

and Natural Resources' Ecosystem Enhancement Program to the Division of Mitigation Services, and finally the bill amends the directive for hydraulic fracturing rules to require the Mining and Energy Commission to adopt additional air quality rules only if they deem existing State and federal rules insufficient.

The legislation passed the House 76-40 on Wednesday and passed the Senate 37-11 on second reading on Thursday, but an objection to third reading held final passage in the Senate to next week. The bill will likely pass and go to the Governor next week, where it could be the first public bill to become law this session.

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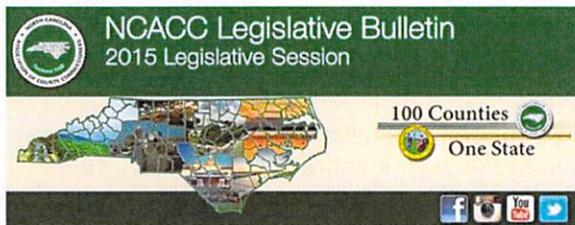
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### Debt referendum bill stalls

Legislation that would likely require voter referendums on the large majority of local government debt stalled this week after active opposition. [H128](#) (Referendum for Certain Local Debt), sponsored by Rep. Michael Speciale of Craven County, would require voter approval on any debt if at least 5% of registered voters signed a petition requesting a referendum. The bill was scheduled to be heard in the House Local Government committee on Thursday, but was removed from the agenda when numerous stakeholders, including NCACC and individual counties, shared strong objections with the bill sponsor, committee chairs and other legislators. It is still eligible for a hearing in that committee at a later date, with further approvals required by the House Finance and Elections committees.

### Senate bill would exempt property improvements from tax base

A companion bill to [H168](#) (Exempt Builders' Inventory) was filed in the Senate this week by Sens. Harry Brown of Onslow, Tommy Tucker of Union and Rick Gunn of Alamance. [S321](#) would exempt from the local property tax base, not defer, the increased value of all improvements in property held for sale. The exemption would cover both commercial and residential properties, could renew annually for up to five years, and would be effective this upcoming fiscal year, despite the county's taxable base reflecting values as of January 1, 2015 (more detail is available in [last week's bulletin](#)). The House bill is in the Finance committee, and the Senate version in the committee on Rules and Operations of the Senate.

### Effort to redistribute local sales taxes underway

Conversations are swirling around the legislature and in the news about a new Senate plan to redistribute the local sales tax revenues. While no bill has been filed yet, the parameters of the plan under discussion would change the existing sales tax distribution model to a population-based model. Currently almost all sales tax revenue is allocated back to counties on a point-of-delivery basis, meaning the tax is distributed to the county where the sale is delivered—typically in the store where the item is purchased. One-half penny of sales tax collected under Article 40 is allocated on a per-capita basis.

At the Legislative Goals Conference in Moore County this January, counties re-adopted the Association's longstanding principle opposing redistribution of existing tax revenues. A move toward a per-capita model would benefit counties with limited retail centers; however, counties with more retail options would see a significant reduction in local sales tax revenues. NCACC is in conversations with the legislature on this topic and working toward a plan that benefits 100 counties.



### **This Week at the General Assembly**

This Week at the General Assembly is a television program produced by the North Carolina Association of County Commissioners each week when the North Carolina General Assembly is in session. The program, which is distributed free to PEG channels across North Carolina, reports on the latest news that impacts county governments from the legislature and features interviews with members of the NCACC Government Relations team. You can access the current edition of the program by clicking on the photograph. Archives of the program are available on the [NCACC YouTube channel](#).

### **County Caucus approved for 2015-16**

The General Assembly's County Caucus, which became a formally recognized entity in 2013, has been reestablished for the 2015-2016 biennium. The caucus is composed of 28 former county commissioners, six in the Senate and 22 in the House of Representatives. The caucus is co-chaired by Rep. Chuck McGrady (Henderson), Rep. Becky Carney (Mecklenburg), Sen. Jim Davis (Macon) and Sen. Valerie Foushee (Orange). The Caucus works on legislation and issues that impact counties.

These members are an asset to county advocacy efforts as their experience allows them to quickly understand the pros and cons of legislation that impacts counties and offer insight to other legislators. If members of your legislative delegation are former county commissioners, please encourage them to look for an announcement on the first meeting and participate! Their perspective is invaluable.



### **More local school calendar bills filed**

Under current law, local boards of education are authorized to determine the opening and closing dates for public schools, but the dates must comply with the parameters set out in G.S. 115C-84.2(d). The opening date shall be no earlier than the Monday closest to August 26, and the closing date shall be no later than the Friday closest to June 11. Several bills seeking to allow local school boards flexibility in setting school calendars have been filed this session — 43 have been introduced to date. Of that number, 40 are local bills applying to only certain specified counties, and three are statewide bills.

Two bills have been introduced in the Senate that would fulfill the counties' goal (PE-4) "to provide flexibility to local school districts to align public school and community college calendars." [S293](#) (OK to Align School and Community College Calendar), filed by Sen. Fletcher Hartsell, and [S260](#) (Permit Align School/Community College Calendar), filed by Sen. Angela Bryant, each provide that "a local board of education may align the calendar of schools in the local school administrative unit with the calendar of a community college serving the city or county in which the unit is located." [S260](#) is a local bill and would affect Halifax County, Nash-Rocky Mount, Roanoke Rapids, Vance County, Warren County, Weldon City and Wilson County school administrative units. [S293](#) is a public bill, which would apply statewide. Both bills have been referred to Senate Ways and Means. The NCACC advocacy team will be working to move this issue forward.

### **Senate unveils approach to incentives, economic development**

The Senate filed two economic development bills that differ significantly from plans supported by the Governor and the House. [S338](#) (Economic Development/Tax Modifications) would lower the State's corporate tax rate from 5 percent to 4 percent in 2016 and to 3 percent in 2017. The bill also moves toward a corporate tax model called single sales factor, which essentially bases a company's tax liability on sales rather than property value and payroll.

To increase the number of grants going to lower tier communities, the legislation adds limitations for awarding Job Development Investment Grant (JDIG) program funds. Certain larger projects where a company plans to invest at least \$1 billion and create at least 2,500 jobs would be exempt from these limitations.

A parallel bill filed in the Senate addresses the funding shortfall facing the JDIG program. [S326](#) (Increase JDIG Program Fund) raises the cap on JDIG by \$5 million to \$27.5 million for this biennium. [H117](#) (NC Competes Act), which passed the House, would raise this cap by \$22.5 million to \$45 million. The House bill moves toward a single sales factor, but only for larger companies that invest more than \$1 billion in the State. S338 was referred to the Senate Rules Committee, while S326 was referred to three committees: Commerce, Finance and Appropriations. Neither bill has been scheduled in the Senate.

### **Legislature moves ahead with county Medicaid audit**

The General Assembly is showing great interest in county administration of Medicaid, particularly the accuracy of eligibility determinations and the backlog of applications. The legislature's Program Evaluation Division, which analyzes various state programs and offers recommendations for improvements, now has an evaluation of county Medicaid activities in its work plan. The PED's oversight committee added this item to its work plan at a recent committee meeting.

This came on the heels of an amendment to [S14](#) (Academic Standards/Rules Review/Coal Ash Funds) by Rep. Donny Lambeth for the state auditor to conduct a review of eligibility determination accuracy and backlog, using a representative sample of counties. NCACC advocates are working to have the effects of NCFast included in the review, as well as requesting that only one of these audits proceed instead of having duplicative efforts.

### **Senate bill allows dates of birth to be redacted**

The Senate Judiciary II committee considered a bill this week that would allow registers of deeds and clerks of court to redact dates of birth from certain websites that are readily accessible to the public. [S29](#) (DOB Redaction Requests For Public Documents) was introduced by Sen. David Curtis and would amend G.S. 132-1.10, which provides for the redaction of "personal identifying information" from public records, to include dates of birth within the list of information that may be redacted.

As part of the Identity Theft Protection Act of 2005, G.S. 132-1.10 was established to protect information that could lead to identity theft by requiring State and local agencies to safeguard social security numbers and other "personal identifying information." G.S. 132-1.10(f) outlines the process for a person to request that the register of deeds or clerk of court redact the specified information from a public website. The bill would require the register of deeds and clerks of court to comply with a request for redaction made under G.S. 132-1.10(f), provided that the redaction was not prohibited by some other provision of law. In addition, the bill would give the register of deeds the authority to comply with a request for redacting a person's date of birth by redacting all, or a portion of, the date of birth from any land records displayed on the website.

When asked for comment, a representative of the Registers of Deeds Association stated that its membership has no problem with the legislation. The Press Association's representative stated that as a general principle, its members object to any change in the current level of access to public information, unless there is some evidence that the current level of access causes harm to an individual. The bill reported favorably out of the committee and will move on to the Senate floor for a vote.

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Account Number	Account Description	Cash/Check/Change	Charge	Other Pay Method	Total
01-06	State Treasurer Fund	\$514.60	\$0.00	\$0.00	\$514.60
01-07	Excise Stamps	\$43,949.50	\$0.00	\$0.00	\$43,949.50
01-09	Retirement Fund	\$50.21	\$0.00	\$0.00	\$50.21
01-10	Additional Index	\$0.00	\$0.00	\$0.00	\$0.00
01-11	Automation Fund	\$301.73	\$0.00	\$0.00	\$301.73
88-88	Credit On Account	\$0.00	\$0.00	\$0.00	\$0.00
03-01	Copies	\$28.95	\$0.00	\$0.00	\$28.95
03-02	Certified Copies	\$0.00	\$0.00	\$0.00	\$0.00
03-03	Fax	\$1.78	\$0.00	\$0.00	\$1.78
03-04	Laminations	\$0.00	\$0.00	\$0.00	\$0.00
	<b>***** Account Group COPIES Total *****</b>	<b>\$30.73</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$30.73</b>
04-01	Notary Oaths	\$26.58	\$0.00	\$0.00	\$26.58
	<b>***** Account Group MISCELLANEOUS Total *****</b>	<b>\$26.58</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$26.58</b>
01-01	Recording Fees	\$2,261.93	\$0.00	\$0.00	\$2,261.93
01-02	Non Standard Fees	\$0.00	\$0.00	\$0.00	\$0.00
01-03	Probate	\$0.00	\$0.00	\$0.00	\$0.00
01-04	Cultural Resources	\$0.00	\$0.00	\$0.00	\$0.00
01-05	Floodplain Mapping	\$0.00	\$0.00	\$0.00	\$0.00
01-08	Uccs	\$33.69	\$0.00	\$0.00	\$33.69
	<b>***** Account Group RECORDINGS Total *****</b>	<b>\$2,295.62</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,295.62</b>
02-01	County Marriages	\$0.00	\$0.00	\$0.00	\$0.00
02-02	Domestic Violence Fund	\$0.00	\$0.00	\$0.00	\$0.00
02-03	Childrens Trust Fund	\$0.00	\$0.00	\$0.00	\$0.00
02-04	Vital Certificates	\$159.48	\$0.00	\$0.00	\$159.48
02-05	Legitimations	\$0.00	\$0.00	\$0.00	\$0.00
	<b>***** Account Group VITALS Total *****</b>	<b>\$159.48</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$159.48</b>
	<b>Final Totals :</b>	<b>\$47,328.45</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$47,328.45</b>

Account Number	Account Description	Cash/Check/Change	Charge	Other Pay Method	Total
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**Counts/Totals From 2/1/2015 Through 2/28/2015**

Cash Total :	\$399.00 +
Check Total :	\$46,977.45 +
Other Pay Total:	\$0.00 +
Change Total :	\$48.00 -
<hr/>	
Subtotal :	<b>\$47,328.45</b>
Charge Total :	\$0.00 +
<hr/>	
Grand Total :	<b>\$47,328.45</b>

Number of Cash Payments :	49
Number of Check Payments :	72
Number of Change Payments :	6
Number of Charge Payments :	0
Number of Other Payments :	0
<hr/>	
Number of Receipts :	113
Number of Voids :	4

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

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## SPCA of Northeastern NC, Inc. Minutes

The SPCA of NENC met at 5:00 pm at the Public Safety Building on February 3<sup>rd</sup>, 2015.

Meeting was called to order by Kim Parrish, President.

Board members present were Kim Parrish, Gillian Carlsen, Phil Donahue, Ann Hoffman, Diana Gardner, Lisa Harman, Debbie Mason, John and Leslie Miner, Courtney Reichenbach, Jan Riley, and JoEllen Smith. Also present were P. Michael McLain, Camden County Representative, Sabrenna Protain, Shelter Manager, and Finance Officer Doreen Warren and members, Roy Hammond and Andy Kruetzer. Excused were Board members; Sue Hayhurst, Wendy Rumrill, Nancy Lamb and Bettie Mitchell Lyons.

The agenda was accepted.

### MINUTES:

The Minutes were accepted as written. Leslie Miner reported that she sent out 54 thank you notes.

### TREASURER'S REPORT:

Doreen Warren distributed copies of the Income and Expense statement for January 2015. Income for the General Operating account was \$29,481.21 and expenses were \$30,397.95. Balance in the New Building Fund is \$ 298,339.40. John Miner presented a graph showing revenues and expenses, compared to the previous fiscal year.

### SHELTER COMMITTEE REPORT:

Sabrenna handed out the Shelter Statistics for January. We received 59 dogs and 82 cats. 12 dogs and 26 cats were euthanized due to medical reasons, or feral/aggressive/unsociable reasons. On a positive note, 27 dogs and 35 cats were adopted, 18 dogs and 3 cats were returned to owners and 5 dogs were sent out to rescue. We also received 2 guinea pigs, 1 hamster and a rabbit, 1 guinea pig was adopted and the other guinea pig, the hamster and rabbit were transferred out.

Sabrenna said that Ocean Tanning is now in Heidi Evan's hands and February is featuring the SPCA as this

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mommy's charity.

Sabrenna reported that the Adopt a Bowl netted \$2150, and was won by the Stanley's(dogs).

Sabrenna announced that February 24<sup>th</sup> is Spay Day and asked if we would like to do the same as last year, handing out \$25 vouchers, one per family. Doreen moved that we hand out \$25 vouchers. Motion was seconded and passed.

Wendy Rumrill is out sick but we had 687 volunteer hours.

Jo Ellen elaborated on the rescues for January. She also went through the upcoming events stating that we need volunteers to walk the dogs outside at events, especially at the Adopt-a-thon at Southgate Mall.

### OLD BUSINESS

- 1) Debbie Mason said we made \$22 in sales for January at Skye's.
- 2) Jan Riley said the brick count is now 292
- 3) Doreen reported on the "No Ball" Ball for Judy Watson, who is out of town. In her report, she noted that 515 invitations were mailed out and 183 donations were returned. \$200 was donated from sales of 40 hanging kitties and expenses were \$340.25 for postage. She asked that a special thank you be sent to Carden Printing for donating their printing services for the past several years. The net profit for this year's No Ball is \$ 10,471.70.

Judy Watson has resigned as chairman and will be missed. Kim Parrish asked for a volunteer to take over the No Ball Ball and Jan Riley and Diana Gardner volunteered to co-chair.

### NEW BUSINESS

- 1) Leslie Miner announced that Megan Hixson would like to do her fundraiser "Stock the Shelter" at one of our adopt-a-thons. Jo Ellen said that we should wait until the weather warms up and we usually schedule the adopt-a-thon at WalMart on the 3<sup>rd</sup> Saturday of the month.
- 2) JoEllen announced that the HSUS Animal Care Expo would be held in New Orleans this year and it would be a great opportunity for Sabrenna to attend. JoEllen moved that we fund Sabrenna's attendance. Jan Riley seconded the motion and all present agreed. Motion passed.
- 3) Kim Parrish announced that the Art Auction will be held this year and letters to artists will be going out in February. This event is usually held in May.

A question was asked regarding the shirts that Sabrenna requested. Sabrenna said that the staff wears them backwards over their clothes as smocks when they treat sick cats. They can then be removed so diseases are not transferred to well animals.

[Subscribe](#)[Share ▼](#)[Past Issues](#)[Translate ▼](#)[RS](#)**UPCOMING EVENTS****Feb 1-29 Downtown Tabby Promotion – Any shelter cat with tabby markings – Fee \$25****Sat Feb 7. 10 am – 2 pm Annual Valentine Adoption Event – Southgate Mall****Sat Feb 14 and Sun Feb 15 – Petsmart National Adoption Event – Greenbriar Petsmart****Feb 14 & 15- Valentine Adoption Promotion – Adoption Fees reduced – Dogs \$60-Cats \$25****Sat Feb 21, 10 am – 2 pm Adoption Event – Walmart Garden Center****Tuesday Feb 24, SPAY DAY PROMOTION – vouchers offered at Shelter for \$25 (1 per family)****Meeting adjourned.****Submitted by Doreen Warren****NEXT MEETING TUESDAY, MARCH 3<sup>RD</sup>, 2015 AT 5:00 PM****AT THE PUBLIC SAFETY BUILDING****Monthly Contributions received in January:**

**Sheila Anderson, Peggy Christides, Margie Cooper, Betty Grant, Susie Gonzalez, in memory of Avery "Tweedle" White, Peggy Helberg, Marie Kerns, John & Leslie Miner, Kim Parrish, Elaine Roth, for new building, Harriett Hornthal, in honor of Jan Riley's birthday, Ann Parke Hughes in honor of Jan Riley's birthday, Mark & Lori Roberts, Suzanne Nelson, Virginia Mack, Kalah Schultz, Laura Klenke, Cindy Sawyer for new Building, Roy Hammond, Sharon Cooper, Roy Murray, Wayne Harris for new Building, Douglas Leary, Vickie Burgess in honor of Debbie Worley, Ronald Pendleton, Doris Nixon in memory of Ken Segner, Sabrenna Protain for Hope Care Fund in memory of "Foster", Joyce & Lowell Yerex, Jeffrey Rousch, Sue Haines, Jerry & Susan Morgan, Paul Moncla, Libby J. Etheridge in memory of Carroll O'Brien Barnett, John Whalen for Shelter SNIP, Patricia Hudson, Richard Baker in memory of Al Seidel, Gillian Hatch Carlsen for Hope Care Fund, for "Frank", Annette & Herbert Small in memory of William E. Nolan, Sarah Wilson, Alliance Nissan in memory of Carroll Barnett, Mike & Joyce Aydlett to Building fund in memory of pet, "Dixie Belle," Peggy Watts to Building Fund in honor of Judge & Mrs Charles Lamm, Sharon Hunt to Hope Care Fund in memory of "Foster", Maryann Walker Jordan for new Building, Rebecca Reeder in memory of Shirley Etzenhauser, Cleveland & Doris Hawkins in memory of Ken Segner, Sheryl & Raymond Reid for new Building fund**

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**Angela Wooten**

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**From:** NC  
**Sent:** Tuesday, March 03, 2015 2:05 PM  
**To:** info@camdencountync.gov  
**Subject:** For Release: NCWorks Commission Adopts New Direction for Workforce System

*Pat McCrory, Governor*

*John E Skvarla, III, Secretary*



**NORTH CAROLINA  
DEPARTMENT OF COMMERCE**

Release: Immediate  
Date: March 3, 2015

Contact: Graham H. Wilson  
Phone: (919) 733-5082

**NCWorks Commission Adopts New Direction for Workforce System**

**Raleigh, NC**—The NCWorks Commission approved a ground-breaking strategic plan today that creates an integrated workforce development system that is responsive to the needs of employers and better prepares workers for North Carolina’s economy. This means that for the first time, North Carolina now has a comprehensive plan that sets the direction of the entire workforce system.

The two-year plan identifies the goals, objectives, and strategies for improving North Carolina’s workforce development system, which includes access to training programs for job seekers and working with employers to find qualified candidates. The Commission’s goals are as follows:

- Create an integrated, customer-centered workforce system.
- Create a system that is responsive to the needs of the economy.
- Prepare workers to succeed in the economy by improving their skills.
- Use data-driven strategies to ensure accountability.

The plan was developed by the NCWorks Commission and includes key input from representatives of the Department of Commerce, Department of Public Instruction, Community College System, as well as more than 70 local organizations. The Commission’s goals advance the mission of the NCWorks initiative—connecting talented workers to employers by streamlining how services are delivered and aligning state agencies.

“The amount of positive momentum and work done since NCWorks was announced has been significant,” said Korey Coon, chairman of the NCWorks Commission. “NCWorks Career Centers have been streamlined, the workforce development team has visited more than 1,000 employers, partnerships have improved, and our

unemployment rate has declined significantly. Now, with this comprehensive strategy in place and the buy-in of all responsible groups, we can progress even further by focusing on the details outlined in the plan.”

The 25-member Commission oversees the state’s workforce development system. The Governor appoints its members, a majority of whom represent private businesses, educators, community leaders and labor representatives. In addition, leaders of state workforce agencies are members by virtue of their office.

## **NCWorks**

In April 2014, Governor Pat McCrory announced NCWorks, a new partnership between the N.C. Department of Commerce, the N.C. Community College System, and the N.C. Department of Public Instruction to improve the state’s workforce system. Through the NCWorks initiative, partners will create a stronger alignment of services and resources to meet the workforce needs of businesses, connect North Carolinians to technical training and quality careers, and use data to monitor and assess program outcomes. For more information about NCWorks, visit [www.nccommerce.com/ncworks](http://www.nccommerce.com/ncworks).

The N.C. Division of Workforce Solutions is a part of the N.C. Department of Commerce. For more information about the division, visit [www.nccommerce.com/workforce](http://www.nccommerce.com/workforce).

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**Angela Wooten**

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**From:** NC  
**Sent:** Friday, March 06, 2015 5:23 PM  
**To:** info@camdencountync.gov  
**Subject:** Media Advisory: State Tourism Industry Convenes at 2015 Governor's Conference

*Pat McCrory, Governor*

*John E. Skvarla, III, Secretary*



**NORTH CAROLINA  
DEPARTMENT OF COMMERCE**

**MEDIA ADVISORY**

**State Tourism Industry Convenes at 2015 Governor's Conference**  
*One of the state's largest industries lays groundwork for growth*

**WHO** **John E. Skvarla, III**, North Carolina Secretary of Commerce  
**Christopher Chung**, Chief Executive Officer, Economic Development Partnership of North Carolina  
**Wit Tuttell**, Executive Director, Visit North Carolina, a unit of EDPNC  
**Shawn Actor**, author of "The Happiness Advantage: Linking Positive Brains to Performance"  
**Jay Baer**, author of "Youtility: Why Smart Marketing is About Help, Not Hype"

**WHAT** Visit North Carolina hosts the largest gathering of the state's tourism industry with participation from nearly 500 leaders from resorts, attractions, destinations, marketing organizations, hotels/motels, real estate rental companies, restaurants and retail outlets that will learn about the latest trends and issues facing the travel industry. Among the highlights:

- **Shawn Actor**, author of "the Happiness Advantage," will make the case for positive psychology and offer practical means of reaping the benefits. Monday, 8:45 am.
- **Commerce Secretary John E. Skvarla, III** will present three North Carolina tourism industry leaders with the "Winner's Circle" award for their accomplishments. Monday, noon.
- **Wit Tuttell**, executive director of Visit North Carolina, will release results of a study on the effectiveness of 2014's marketing campaign. Tuesday, 8:30 am.
- **Jay Baer**, author of "Youtility," will explain a marketing approach that cuts through the clutter to create customers for life. Tuesday, 10:30 am.

The tourism industry, a key economic driver for North Carolina, directly employs nearly 200,000 people and contributes more than \$1.6 billion in state and local tax revenue. Visitor spending in North Carolina totaled a record \$20.2 billion in 2013.

**WHERE** Pinehurst Resort, 80 Carolina Vista Drive, Pinehurst, NC

**WHEN** Sunday-Tuesday, March 8-10, 2015

**DETAILS** [www.ncgovconf.com](http://www.ncgovconf.com)

**MEDIA CONTACT** Scott Peacock | 919-447-7783 | 919-703-5365 | [scott.peacock@VisitNC.com](mailto:scott.peacock@VisitNC.com)  
Suzanne Brown | 919-447-7766 | 919-703-5351 | [suzanne.brown@VisitNC.com](mailto:suzanne.brown@VisitNC.com)

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## Camden County Sheriff's Office Monthly Stats

### February-15

### Sheriff Tony Perry

Date		Property Crimes	Breaking & Entering	Larceny	Crimes Against Persons	Animal Control Calls	Assaults	Mental Commit.	Drug Arrests
<b>Current:</b>	15-Feb	6	2	3	3	31	0	3	3
<b>Last Month:</b>	15-Jan	3	2	4	2	34	3	4	1
<b>Last Year:</b>	14-Feb	1	1	3	3	26	1	3	2
Traffic Offense	Other Arrest	Juvenile Arrest	Total Arrest	Reports	Papers Served	Armed Robbery	Calls Answered	Building Checks	Avg. Jail Population
77	7	0	87	112		0	652	256	
85	11	0	97	106	105	0	844	280	0
64	8	0	74	93	83	0	624	196	0

<b>Calls Answered:</b>	652
<b>Average:</b>	23.0

<b>Calls for Service 2015:</b>	1496
<b>Calls for Service 2014:</b>	9876
<b>Calls for Service 2013:</b>	12335

### Trainings

NONE

**Angela Wooten**

**Subject:** FW: [ncplan] FW: New Census Bureau Report Analyzes U.S. Population Projections

New Census Bureau Report Analyzes U.S. Population Projections

# U.S. Census Bureau News

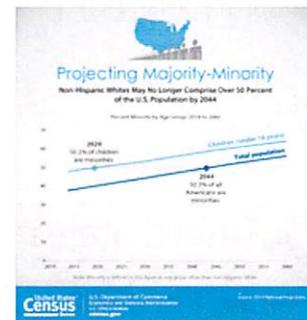
U.S. Department of Commerce • Washington, D.C. 20233

**FOR IMMEDIATE RELEASE: TUESDAY, MARCH 3, 2015**  
**New Census Bureau Report Analyzes U.S. Population Projections**

**FOR IMMEDIATE RELEASE: TUESDAY, MARCH 3, 2015**

**New Census Bureau Report Analyzes U.S. Population Projections**

A new U.S. Census Bureau report released today provides an in-depth analysis of the nation's population looking forward to 2060, including its size and composition across age, sex, race, Hispanic origin and nativity. These projections are the first to incorporate separate projections of fertility for native- and foreign-born women, permitting the Census Bureau to better account for the effects of international migration on the U.S. population.



According to the report, [Projections of the Size and Composition of the U.S. Population: 2014 to 2060](#):

- The U.S. population is expected to grow more slowly in future decades than it did in the previous century. Nonetheless, the total population of 319 million in 2014 is projected to reach the 400 million threshold in 2051 and 417 million in 2060.

- Around the time the 2020 Census is conducted, more than half of the nation's children are expected to be part of a minority race or ethnic group. This proportion is expected to continue to grow so that by 2060, just 36 percent of all children (people under age 18) will be single-race non-Hispanic white, compared with 52 percent today.

- The U.S. population as a whole is expected to follow a similar trend, becoming majority-minority in 2044. The minority population is projected to rise to 56 percent of the total in 2060, compared with 38 percent in 2014.

- While one milestone would be reached by the 2020 Census, another will be achieved by the 2030 Census: all baby boomers will have reached age 65 or older (this will actually occur in 2029). Consequently, in that year, one-in-five Americans would be 65 or older, up from one in seven in 2014.

- By 2060, the nation's foreign-born population would reach nearly 19 percent of the total population, up from 13 percent in 2014.

To access previously issued population projections visit:  
<<http://www.census.gov/population/projections/data/national/>>.

-X-

Note: The figures in the report are based on the 2014 National Projections, the second series of projections based on the 2010 Census (updating projections released in 2012).

No news release associated with this report. Tip Sheet only.

CB15-TPS.16

Public Information Office

301-763-3030

email: [pio@census.gov](mailto:pio@census.gov)

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**Angela Wooten**

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**From:** NC  
**Sent:** Monday, March 16, 2015 11:26 AM  
**To:** info@camdencountync.gov  
**Subject:** For Release: Fraud Unit Steps Up Investigations of Uninsured Businesses

*Pat McCrory, Governor*

*Andrew T. Heath, Chairman*



**NORTH CAROLINA  
INDUSTRIAL COMMISSION**

March 16, 2015

**Fraud Unit Steps Up  
Investigations of Uninsured Businesses**

FOR IMMEDIATE RELEASE

Raleigh, N.C. - North Carolina Industrial Commission Chairman Andrew T. Heath has released an update on the Industrial Commission's initiative to thoroughly investigate and penalize state businesses that operate without required workers' compensation coverage. This initiative was launched in early 2014.

"The mandate to carry workers' compensation insurance is important to employees and employers alike," said Chairman Heath. "Employees who suffer compensable work injuries deserve the medical care they need to get back to work so they can provide for their families. For employers, workers' compensation insurance is a business expense, and employers who unlawfully avoid coverage should not be given a competitive advantage over legitimate employers who do provide coverage. Our goal is not only to penalize uninsured businesses, but also to ensure that they acquire and maintain proper workers' compensation insurance coverage."

Chairman Heath credited the Commission's fraud alerting tool, the Noncompliant Employer Targeting System (NETS) with enabling the Commission's Fraud Unit to quickly identify covered employers that do not have a current workers' compensation insurance policy. NETS uses data from various state agencies to create a list of potentially noncompliant businesses.

Under North Carolina law, noncompliant businesses may be assessed a civil penalty and charged criminally for failing to carry workers' compensation insurance. In fiscal year 2013-2014, the Commission assessed and collected approximately \$678,000 in civil penalties, a 43% increase from fiscal year 2012-2013 collections and a 621% increase from penalties collected in fiscal year 2011-2012. In the first half of fiscal year 2014-2015, the

Commission has already collected approximately \$587,000 in penalties. The Commission also conducts proactive, on-site enforcement operations on businesses identified by NETS as being uninsured despite having past contact with the Commission. As a result of these operations, 18 business owners were charged with misdemeanors for failing to maintain workers' compensation coverage in fiscal year 2013-2014. So far in fiscal year 2014-2015, 85 such misdemeanors charges have been filed following operations in Durham, Guilford, Mecklenburg, Pitt, and Wake counties.

“This intensified enforcement of workers' compensation fraud and noncompliance is a further example of the Industrial Commission's commitment to protecting the rights of law-abiding businesses and all workers under the North Carolina law,” said Chairman Heath. “Employers who attempt to flout the law will be identified, investigated and properly sanctioned to make certain that their workers are insured as required by the North Carolina Workers' Compensation Act.”

About NETS:

NETS is a cross-agency, data analytics program developed by the Government Data Analytics Center (GDAC) in collaboration with SAS Institute. The system consolidates information provided by the Industrial Commission, the North Carolina Department of Revenue, the North Carolina Department of Employment Security, and the North Carolina Rate Bureau in order to streamline information sharing between state agencies. For more information on NETS or GDAC, please contact the North Carolina Office of Internet Technology Services (ITS) at 919-754-6100.

Contact: Graham Wilson  
Deputy Director of Communications  
North Carolina Department of Commerce  
(919) 733-5082

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sjones

Camden County, NC LIVE  
BALANCE SHEET FOR 2015 8

PG 1  
glbalsht

FUND: 0001 CENTRAL DEPOSITORY /

FUND: 0001 CENTRAL DEPOSITORY			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
<b>ASSETS</b>				
01	101001	CENTRAL DEPOSITORY	-193,889.96	15,188,903.86
01	101002	RESTRICTED SECURITY CASH	.10	13,479.84
01	101006	NCCMT INVESTMENT GEN FUND	122,204.53	125,682.11
01	101007	NCCMT SCHOOL RESERVE FUND	.02	2,609.94
01	101008	FEREBEE COURTHOUSE TRUST	.01	1,534.39
01	132900	UNDISTRIBUTED INTEREST	506.04	-7,637.57
<b>TOTAL ASSETS</b>			<b>-71,179.26</b>	<b>15,324,572.57</b>
<b>LIABILITIES</b>				
01	201010	DUE GENERAL FUND	163,101.82	-7,772,382.69
01	201012	DUE DEMOLITION FUND	-408.34	-63,431.06
01	201013	DUE R/D TECHNOLOGY FUND	-310.58	-17,033.60
01	201014	DUE SCATTERD HOUSING	40,000.00	35,116.15
01	201015	DUE TOURISM DEVELOPMENT	1,737.38	-85,640.72
01	201023	DUE WATER & SEWER IMPACT FEES	-17,633.91	-270,764.54
01	201029	DUE SEWER PROJECT	480.00	-51,715.98
01	201030	DUE SOUTH CAMDEN WATER/SEWER	-20,145.79	-823,359.02
01	201032	DUE DISMAL SWAMP GIFT SHOP	-229.23	-75,233.19
01	201036	DUE SOUTH MILLS WATERSHED	-309.01	-40,293.15
01	201037	DUE SAWYERS CREEK WATERSHED	-750.69	-13,452.95
01	201038	DUE NORTH RIVER WATERSHED	-243.51	-14,607.18
01	201039	DUE SHILOH WATERSHED	-469.98	-16,898.19
01	201040	DUE CH & S FIRE COMMISSION	93,234.91	-513,087.14
01	201041	DUE SM FIRE COMMISSION	64,468.15	-382,982.00
01	201050	DUE SCHOOL FUND	-26.42	-6,455.89
01	201051	DUE DSS TRUST FUND	-2,632.28	-14,352.22
01	201052	DUE SOCIAL SERVICES	80,445.38	-311,327.39
01	201053	DUE JOYCE CREEK PROJECT	-241.94	-220,047.47
01	201055	DUE E/D PROJECT FUND	-59.84	-113,174.10
01	201056	DUE FEREBEE TRUST FUND	-.01	-1,534.39
01	201060	DUE DISMAL SWAMP VISITORS CTR	-23,938.84	-21,828.68
01	201065	DUE COMMUNITY PARK TRUST FUND	1,516.19	-251,426.74
01	201070	DUE REVALUATION RESERVE	-188.57	-400,510.48
01	201071	DUE SPECIAL CAPITAL RESERVE	-226,199.28	-3,036,036.00
01	201075	DUE SCHOOL CAPITAL RESERVE	-80,016.35	-842,113.95
<b>TOTAL LIABILITIES</b>			<b>71,179.26</b>	<b>-15,324,572.57</b>
<b>TOTAL LIABILITIES + FUND BALANCE</b>			<b>71,179.26</b>	<b>-15,324,572.57</b>

END OF REPORT - Generated by

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03/10/2015 11:31 | Camden County, NC LIVE  
 cmansfield | BALANCE SHEET FOR 2015 7

PG 1  
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FUND: 0001 CENTRAL DEPOSITORY /

FUND: 0001 CENTRAL DEPOSITORY			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
<b>ASSETS</b>				
01	101001	CENTRAL DEPOSITORY	209,562.95	15,382,793.82
01	101002	RESTRICTED SECURITY CASH	.11	13,479.74
01	101006	NCCMT INVESTMENT GEN FUND	-339,801.85	3,477.58
01	101007	NCCMT SCHOOL RESERVE FUND	.02	2,609.92
01	101008	FEREBEE COURTHOUSE TRUST	.01	1,534.38
01	132900	UNDISTRIBUTED INTEREST	-8,143.61	-8,143.61
<b>TOTAL ASSETS</b>			<b>-138,382.37</b>	<b>15,395,751.83</b>
<b>LIABILITIES</b>				
01	201010	DUE GENERAL FUND	197,227.68	-7,935,484.51
01	201012	DUE DEMOLITION FUND	-525.00	-63,022.72
01	201013	DUE R/D TECHNOLOGY FUND	-344.10	-16,723.02
01	201014	DUE SCATTERD HOUSING	.00	-4,883.85
01	201015	DUE TOURISM DEVELOPMENT	-277.57	-87,378.10
01	201023	DUE WATER & SEWER IMPACT FEES	.00	-253,130.63
01	201029	DUE SEWER PROJECT	.00	-52,195.98
01	201030	DUE SOUTH CAMDEN WATER/SEWER	-6,111.66	-803,213.23
01	201032	DUE DISMAL SWAMP GIFT SHOP	-329.87	-75,003.96
01	201036	DUE SOUTH MILLS WATERSHED	-2,724.75	-39,984.14
01	201037	DUE SAWYERS CREEK WATERSHED	-1,500.99	-12,702.26
01	201038	DUE NORTH RIVER WATERSHED	-2,286.78	-14,363.67
01	201039	DUE SHILOH WATERSHED	-1,206.50	-16,428.21
01	201040	DUE CH & S FIRE COMMISSION	-35,199.65	-606,322.05
01	201041	DUE SM FIRE COMMISSION	-37,864.66	-447,450.15
01	201050	DUE SCHOOL FUND	-1,254.51	-6,429.47
01	201051	DUE DSS TRUST FUND	-610.72	-11,719.94
01	201052	DUE SOCIAL SERVICES	66,962.48	-391,772.77
01	201053	DUE JOYCE CREEK PROJECT	-1,637.06	-219,805.53
01	201055	DUE E/D PROJECT FUND	.00	-113,114.26
01	201056	DUE FEREBEE TRUST FUND	-.01	-1,534.38
01	201060	DUE DISMAL SWAMP VISITORS CTR	15,432.48	2,110.16
01	201065	DUE COMMUNITY PARK TRUST FUND	.00	-252,942.93
01	201070	DUE REVALUATION RESERVE	23.21	-400,321.91
01	201071	DUE SPECIAL CAPITAL RESERVE	-15,833.00	-2,809,836.72
01	201075	DUE SCHOOL CAPITAL RESERVE	-33,556.65	-762,097.60
<b>TOTAL LIABILITIES</b>			<b>138,382.37</b>	<b>-15,395,751.83</b>
<b>TOTAL LIABILITIES + FUND BALANCE</b>			<b>138,382.37</b>	<b>-15,395,751.83</b>

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**Angela Wooten**

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**From:** NC  
**Sent:** Tuesday, March 24, 2015 5:17 PM  
**To:** info@camdencountync.gov  
**Subject:** Press Release: North Carolina Secretary of Commerce on SB326

*Pat McCrory, Governor*

*John E. Skvarla, III, Secretary*



**NORTH CAROLINA  
DEPARTMENT OF COMMERCE**

Release: Immediate  
Date: March 24, 2015

Contact: Kim Genardo  
Phone: (919) 733-3438

**North Carolina Secretary of Commerce Statement on SB326**

Raleigh, N.C.—North Carolina Secretary of Commerce John E. Skvarla, III has issued the following statement regarding SB 326 “Increase JDIG Program Funding” which was passed by the North Carolina Senate earlier today. The bill has been sent to the North Carolina House for consideration.

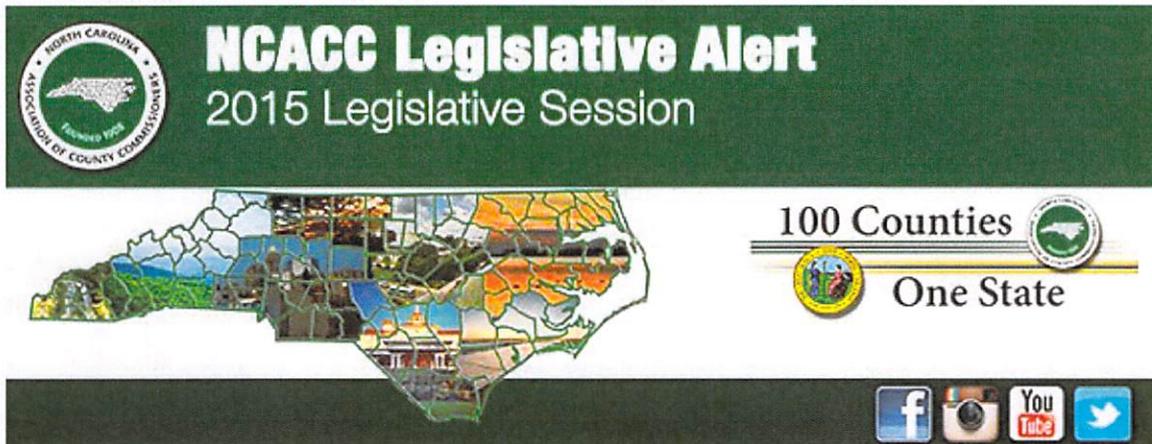
**"This bill does not provide the certainty that is needed now which is clearly spelled out in the NC Competes bill already approved by the NC House," said Commerce Secretary John E. Skvarla, III. "North Carolina job recruitment efforts require action, not a band aid approach."**

###

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**Angela Wooten**

**From:** Kevin Leonard <listserv@civicplus.com>  
**Sent:** Tuesday, March 24, 2015 2:16 PM  
**To:** awooten@camdencountync.gov  
**Subject:** Senate unveils plan to convert local sales taxes to state revenue



**NCACC Legislative Alert**  
 2015 Legislative Session

100 Counties  
 One State



A sales tax redistribution plan offered by Sen. Harry Brown would eventually convert most local sales taxes to state revenues that would then be appropriated back to cities and counties on a per capita basis.

## Senate plan eliminates most local sales taxes

A Senate bill filed Monday would lead to the eventual elimination of most local sales taxes. [S369](#) (Sales Tax Fairness Act) would convert 2% of local sales taxes to a state sales tax over three years. The state would allocate 2% of the 6.75% state sales tax to counties and cities on a per capita basis. Please see below for a timeline of how the local sales tax authority is eliminated.

The NCACC appreciates Sen. Brown initiating the conversation about how to solve some critical funding issues facing our counties. The NCACC's longstanding mission has been to seek what is best for all 100 counties – especially access to the resources they need to thrive.

The NCACC is in discussions with Sen. Brown about [S369](#) as well as leadership in the House and Senate about other options available to positively impact the issue.

### Senate Bill 369 timeline:

*Note: The following timeline does not take into account the Article 43 transit tax or the Article 46 local-option quarter-cent sales tax.*

- Current: **State sales tax = 4.75% / local sales tax = 2%** (counties determine if local revenue is split with cities on per capita or property tax levy basis).
- Jan. 1, 2016: **State sales tax = 5.75% / local sales tax = 1%** (17.39% of state sales tax revenue distributed to counties and cities on a per capita basis; 1% local sales tax distributed to counties and cities on per capita basis).
- Jan. 1, 2017: **State sales tax = 6.25% / local sales tax = 0.5%** (24% of state sales tax proceeds distributed to counties and cities on a per capita basis; 0.5%

local sales tax distributed on a per capita basis).

- Jan. 1, 2018: **State sales tax = 6.75% / local sales tax = 0.0%** (29.63% of state sales tax revenue distributed to counties and cities on a per capita basis).

Any redistribution of existing revenues will create winners and losers, but all counties will lose control of their fiscal stability if local sales taxes become state revenues.

Your NCACC team will continue to closely follow developments regarding this issue. We understand there are alternative plans being announced by members of the House and Senate in the near future. We will keep you informed, and invite you to call on us if you have questions. If you have concerns about [S369](#), we encourage you to contact your legislators. Thank you for all you do to make all our counties stronger – as with all efforts, we are in this together!

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														Finance	26-Mar-15		
<b>2014-2015</b>																	
<b>SALES TAX - REVENUE COLLECTION REPORT</b>																	
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted			
Art. 39	\$44,058	\$42,111	\$22,402	\$52,255	\$54,114	\$41,782	\$53,444						\$310,165	\$525,000			
Art. 40	\$38,988	\$34,814	\$35,370	\$33,479	\$35,220	\$34,201	\$41,563						\$253,635	\$360,000			
Art. 42	\$10,488	\$9,928	\$6,185	\$12,046	\$12,308	\$9,971	\$12,478						\$73,404	\$125,000			
Art. 44	\$53	\$2	\$2	\$3	-\$3	\$0	\$0						\$57				
<b>Totals</b>	<b>\$93,587</b>	<b>\$86,855</b>	<b>\$63,959</b>	<b>\$97,783</b>	<b>\$101,639</b>	<b>\$85,954</b>	<b>\$107,484</b>						<b>\$637,261</b>				
<b>Total Budgeted</b>														<b>\$1,010,000</b>			
<b>SALES TAX REVENUE- SCHOOL CAPITAL RESERVE FUND</b>																	
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted			
Art. 40	\$16,709	\$14,920	\$15,158	\$14,348	\$15,094	\$14,658	\$17,813						\$108,699	\$150,000			
Art. 42	\$15,732	\$14,892	\$9,278	\$18,069	\$18,462	\$14,957	\$18,717						\$110,107	\$175,000			
<b>Totals</b>	<b>\$32,441</b>	<b>\$29,812</b>	<b>\$24,436</b>	<b>\$32,417</b>	<b>\$33,556</b>	<b>\$29,615</b>	<b>\$36,529</b>						<b>\$218,806</b>				
<b>Total Budgeted</b>														<b>\$325,000</b>			
<b>Grand</b>	<b>\$126,029</b>	<b>\$116,668</b>	<b>\$88,395</b>	<b>\$130,200</b>	<b>\$135,196</b>	<b>\$115,569</b>	<b>\$144,014</b>						<b>\$856,070</b>	<b>\$1,335,000</b>			
<b>2013-2014</b>																	
<b>SALES TAX COLLECTION REPORT</b>																	
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted			
Art. 39	\$53,092	\$38,025	\$38,971	\$30,890	\$51,669	\$41,573	\$55,223	\$40,074	\$40,883	\$51,855	\$40,845	\$45,708	\$528,808	\$510,000			
Art.40	\$34,973	\$34,445	\$31,096	\$31,650	\$26,845	\$32,596	\$36,408	\$26,977	\$30,000	\$32,869	\$30,716	\$35,340	\$383,915	\$350,000			
Art. 42	\$12,264	\$9,051	\$12,634	\$7,734	\$11,604	\$9,849	\$12,618	\$9,463	\$9,589	\$11,955	\$9,637	\$10,706	\$127,104	\$120,000			
Art. 44	\$3	\$2	\$14	\$292	\$2	\$2	\$4	\$24	\$224	\$2	\$4	-\$9	\$564				
<b>Totals</b>	<b>\$100,332</b>	<b>\$81,523</b>	<b>\$82,715</b>	<b>\$70,567</b>	<b>\$89,956</b>	<b>\$84,020</b>	<b>\$104,253</b>	<b>\$76,538</b>	<b>\$80,696</b>	<b>\$96,681</b>	<b>\$81,202</b>	<b>\$91,745</b>	<b>\$1,039,827</b>				
<b>Total budgeted</b>														<b>\$980,000</b>			
<b>SCHOOL CAPITAL RESERVE FUND</b>																	
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted			
Art. 40																	
Art. 42																	
<b>Totals</b>	<b>\$12,264</b>	<b>\$9,051</b>	<b>\$12,634</b>	<b>\$7,734</b>	<b>\$11,604</b>	<b>\$9,849</b>	<b>\$12,618</b>	<b>\$9,463</b>	<b>\$9,589</b>	<b>\$11,955</b>	<b>\$9,637</b>	<b>\$10,706</b>	<b>\$127,104</b>				
<b>Total Budgeted</b>														<b>\$120,000</b>			
<b>Grand</b>	<b>\$112,596</b>	<b>\$90,574</b>	<b>\$95,349</b>	<b>\$78,301</b>	<b>\$101,560</b>	<b>\$93,869</b>	<b>\$116,871</b>	<b>\$86,001</b>	<b>\$90,285</b>	<b>\$108,636</b>	<b>\$90,839</b>	<b>\$102,451</b>	<b>\$1,167,332</b>	<b>\$1,100,000</b>			

**Camden County Public Library**  
**Library Report to Board of County Commissioners**  
**March 2015**

- **Visitor Count:** 2004
- **Days/Hours Open:** 26/226
- **# Items in Collection:** 11,336 (Opening Day Collection # Items = 4755)
- **Total Check Outs/Renewals:** 2,880
- **Library Card Holders:** 2,061
- **Computer/ Wireless Use:** 377
- **Juvenile Programs :** 14 programs /192 attendance
- **Adult Programs :** 1 program /3 attendance
- **Meeting Room:** 10 reservations /127 attendance

Check Endorsement Description: DEFAULT

Receipt Number	Customer Name	Name On Check	Check Number	Amount
2015-00000232	TWIFORD FUNERAL HOME	TWIFORD FUNERAL HOME	5039	\$200.00
			<b>Total :</b>	<b>\$200.00</b>
2015-00000234	HUNOVAL LAW FIRM, PLLC	HUNOVAL LAW FIRM, PLLC	54780	\$26.00
			<b>Total :</b>	<b>\$26.00</b>
2015-00000235	WILLIAM H MORGAN JR	WILLIAM H MORGAN JR	10497	\$26.00
			<b>Total :</b>	<b>\$26.00</b>
2015-00000237	BROWN & ASSOCIATES	BROWN & ASSOCIATES	566851	\$26.00
			<b>Total :</b>	<b>\$26.00</b>
2015-00000238	HELEN	HELEN	1237	\$26.00
			<b>Total :</b>	<b>\$26.00</b>
2015-00000240	NATIONAL LINK	NATIONAL LINK	373984	\$56.00
			<b>Total :</b>	<b>\$56.00</b>
2015-00000241	SERVICELINK	SERVICELINK	60006269	\$60.00
			<b>Total :</b>	<b>\$60.00</b>
2015-00000242	BUTCHER, SAMUEL	BUTCHER, SAMUEL	244	\$10.00
			<b>Total :</b>	<b>\$10.00</b>
2015-00000243	MORGAN	MORGAN	10561	\$26.00
			<b>Total :</b>	<b>\$26.00</b>
2015-00000244	TRIMPI & NASH	TRIMPI & NASH	9981	\$47.00
			<b>Total :</b>	<b>\$47.00</b>
2015-00000245	SECURITY CONNECTIONS INC	SECURITY CONNECTIONS INC	356647	\$26.00
			<b>Total :</b>	<b>\$26.00</b>
2015-00000246	MARTIN	MARTIN	1963	\$2.55
			<b>Total :</b>	<b>\$2.55</b>

**Tammie Krauss**  
**Register of Deeds**

**Check Journal Report**  
 For 03/01/2015 Thru 03/31/2015

2015-00000247	EQUITY NATIONAL	EQUITY NATIONAL	34985	\$90.00
			<b>Total :</b>	<b>\$90.00</b>
2015-00000248	SERVICELINE	SERVICELINE	343050	\$56.00
			<b>Total :</b>	<b>\$56.00</b>
2015-00000250	ARHS	ARHS	146284	\$52.00
			<b>Total :</b>	<b>\$52.00</b>
2015-00000253	BRADY & KOSOFSKY PA	BRADY & KOSOFSKY PA	119915	\$72.00
			<b>Total :</b>	<b>\$72.00</b>
2015-00000255	WILLIAM T DAVIS	WILLIAM T DAVIS	5430	\$30.00
			<b>Total :</b>	<b>\$30.00</b>
2015-00000257	WILLIAM H MORGAN JR	WILLIAM H MORGAN JR WILLIAM H MORGAN JR	68314 68315	\$26.00 \$300.00
			<b>Total :</b>	<b>\$326.00</b>
2015-00000259	BRADY & KOSOFSKY PA	BRADY & KOSOFSKY PA	101145	\$76.00
			<b>Total :</b>	<b>\$76.00</b>
2015-00000262	SPIVEY	SPIVEY	11114	\$7.05
			<b>Total :</b>	<b>\$7.05</b>
2015-00000264	SHAPIRO & INGLE LLP	SHAPIRO & INGLE LLP	14204406	\$26.00
			<b>Total :</b>	<b>\$26.00</b>
2015-00000266	WILLIAM H MORGAN JR	WILLIAM H MORGAN JR	68325	\$56.00
			<b>Total :</b>	<b>\$56.00</b>
2015-00000269	SHARP,MICHAEL,GRAHAM & BAKER, LLP	SHARP,MICHAEL,GRAHAM & BAKER, LLP	108385	\$422.00
			<b>Total :</b>	<b>\$422.00</b>
2015-00000270	CANDICE BROWN	CANDICE BROWN	3214	\$26.00
			<b>Total :</b>	<b>\$26.00</b>
2015-00000272	WILLIAM H MORGAN JR	WILLIAM H MORGAN JR WILLIAM H MORGAN JR	68343 68344	\$380.00 \$90.00

				<b>Total :</b>	<b>\$470.00</b>
2015-00000277	SUNTRUST MORTGAGE INC	SUNTRUST MORTGAGE INC	400021654	\$26.00	
				<b>Total :</b>	<b>\$26.00</b>
2015-00000279	PARTNERS FOR PAYMENT RELIEF DE II LLC	PARTNERS FOR PAYMENT RELIEF DE II LLC	3995	\$26.00	
				<b>Total :</b>	<b>\$26.00</b>
2015-00000281	DAREN ARNOLD ABSTRACTING	DAREN ARNOLD ABSTRACTING	5445	\$25.05	
				<b>Total :</b>	<b>\$25.05</b>
2015-00000282	OLD REPUBLIC NATIONAL TILTE INS CO	OLD REPUBLIC NATIONAL TILTE INS CO	123592826	\$64.00	
				<b>Total :</b>	<b>\$64.00</b>
2015-00000283	COSTELLO	COSTELLO	3218	\$26.00	
				<b>Total :</b>	<b>\$26.00</b>
2015-00000285	TWIFORD LAW FIRM	TWIFORD LAW FIRM	72531	\$322.00	
				<b>Total :</b>	<b>\$322.00</b>
2015-00000287	TWIFORD LAW FIRM	TWIFORD LAW FIRM	72531	\$(322.00)	
				<b>Total :</b>	<b>\$(322.00)</b>
2015-00000288	TWIFORD FUNERAL HOME	TWIFORD FUNERAL HOME	72531	\$322.00	
				<b>Total :</b>	<b>\$322.00</b>
2015-00000291	OLD REPUBLIC DEFAULT MANAGEMENT SERVICES	OLD REPUBLIC DEFAULT MANAGEMENT SERVICES	400021592	\$26.00	
		OLD REPUBLIC DEFAULT MANAGEMENT SERVICES	400021593	\$26.00	
				<b>Total :</b>	<b>\$52.00</b>
2015-00000292	ASPIRE RESOURCES INC	ASPIRE RESOURCES INC	16167	\$26.00	
		ASPIRE RESOURCES INC	16521	\$26.00	
				<b>Total :</b>	<b>\$52.00</b>
2015-00000294	SERVICELINK	SERVICELINK	60006745	\$84.00	
				<b>Total :</b>	<b>\$84.00</b>
2015-00000297	BRUMSEY & BRUMSEY	BRUMSEY & BRUMSEY	8573	\$98.00	
				<b>Total :</b>	<b>\$98.00</b>

2015-0000298	OAST & TAYLOR	OAST & TAYLOR	3330	\$52.00
			<b>Total :</b>	<b>\$52.00</b>
2015-0000299	CECIL & CECIL P.A.	CECIL & CECIL P.A.	38748	\$68.00
			<b>Total :</b>	<b>\$68.00</b>
2015-0000300	WH MORGAN	WH MORGAN	68396	\$72.00
			<b>Total :</b>	<b>\$72.00</b>
2015-0000301	LINDA WITHERELL	LINDA WITHERELL	6887538	\$10.00
			<b>Total :</b>	<b>\$10.00</b>
2015-0000306	INNES & INNES PLLC	INNES & INNES PLLC	39611	\$678.00
			<b>Total :</b>	<b>\$678.00</b>
2015-0000307	TRIMPI & NASH	TRIMPI & NASH	10018	\$26.00
			<b>Total :</b>	<b>\$26.00</b>
2015-0000308	BRUMSEY & BRUMSEY	BRUMSEY & BRUMSEY	8613	\$56.00
			<b>Total :</b>	<b>\$56.00</b>
2015-0000310	INNES & INNES PLLC	INNES & INNES PLLC	39611	\$678.00
			<b>Total :</b>	<b>\$678.00</b>
2015-0000311	INNES & INNES PLLC	INNES & INNES PLLC	39611	\$(678.00)
			<b>Total :</b>	<b>\$(678.00)</b>
2015-0000312	INNES & INNES PLLC	INNES & INNES PLLC	39611	\$678.00
			<b>Total :</b>	<b>\$678.00</b>
2015-0000313	INNES & INNES PLLC	INNES & INNES PLLC	39611	\$(678.00)
			<b>Total :</b>	<b>\$(678.00)</b>
2015-0000314	HERBERT T. MULLEN LAW OFFICE	HERBERT T. MULLEN LAW OFFICE	16941	\$472.00
			<b>Total :</b>	<b>\$472.00</b>
2015-0000316	BRADY & KOSOFSKY PA	BRADY & KOSOFSKY PA	120070	\$72.00
			<b>Total :</b>	<b>\$72.00</b>

2015-00000317	BROCK & SCOTT PLLC	BROCK & SCOTT PLLC	450078	\$356.00
		BROCK & SCOTT PLLC	450079	\$26.00
		BROCK & SCOTT PLLC	450080	\$26.00
		<b>Total :</b>		<b>\$408.00</b>
2015-00000318	HORNTHAL RILEY ELLIS & MALAND LLP	HORNTHAL RILEY ELLIS & MALAND LLP	46823	\$21.00
		<b>Total :</b>		<b>\$21.00</b>
2015-00000321	J H MILLER JR LAND SURVEYING	J H MILLER JR LAND SURVEYING	1027	\$10.10
		<b>Total :</b>		<b>\$10.10</b>
2015-00000323	SEABOARD DEVELOPMENT ALLIANCE LLC	SEABOARD DEVELOPMENT ALLIANCE LLC	2038	\$42.00
		<b>Total :</b>		<b>\$42.00</b>
2015-00000324	PUREZA DAVID R	PUREZA DAVID R	4145	\$1,192.00
		<b>Total :</b>		<b>\$1,192.00</b>
2015-00000328	GUNTHER LAW FIRM	GUNTHER LAW FIRM	2629	\$26.00
		<b>Total :</b>		<b>\$26.00</b>
2015-00000338	TWIFORD LAW FIRM	TWIFORD LAW FIRM	799	\$68.00
		<b>Total :</b>		<b>\$68.00</b>
2015-00000339	HORNTHAL RILEY ELLIS & MALAND LLP	HORNTHAL RILEY ELLIS & MALAND LLP	9003	\$56.00
		<b>Total :</b>		<b>\$56.00</b>
2015-00000340	JENNERIFER ROBERTSON	JENNERIFER ROBERTSON	5003	\$26.00
		<b>Total :</b>		<b>\$26.00</b>
2015-00000342	BRADY & KOSOFSKY PA	BRADY & KOSOFSKY PA	120118	\$72.00
		<b>Total :</b>		<b>\$72.00</b>
2015-00000344	CT CORPORATION SYSTEM	CT CORPORATION SYSTEM	31124289	\$26.00
		<b>Total :</b>		<b>\$26.00</b>
2015-00000347	ACCURATE EQUITY GROUP	ACCURATE EQUITY GROUP	103285	\$56.00
		<b>Total :</b>		<b>\$56.00</b>
2015-00000348	BRUMSEY & BRUMSEY	BRUMSEY & BRUMSEY	8734	\$21.00

			<b>Total :</b>	<b>\$21.00</b>
2015-00000349	BRUMSEY & BRUMSEY	BRUMSEY & BRUMSEY	8731	\$666.00
		BRUMSEY & BRUMSEY	557	\$26.00
			<b>Total :</b>	<b>\$692.00</b>
2015-00000352	BRUMSEY & BRUMSEY	BRUMSEY & BRUMSEY	8756	\$426.00
			<b>Total :</b>	<b>\$426.00</b>
2015-00000353	BRUMSEY & BRUMSEY	BRUMSEY & BRUMSEY	8747	\$136.00
			<b>Total :</b>	<b>\$136.00</b>
2015-00000354	BRUMSEY & BRUMSEY	BRUMSEY & BRUMSEY	8753	\$86.00
			<b>Total :</b>	<b>\$86.00</b>
2015-00000358	HERBERT T. MULLEN LAW OFFICE	HERBERT T. MULLEN LAW OFFICE	16959	\$205.00
			<b>Total :</b>	<b>\$205.00</b>
2015-00000359	TITLE SOURCE	TITLE SOURCE	120167	\$84.00
			<b>Total :</b>	<b>\$84.00</b>
2015-00000361	WELLS FARGO BANK NA	WELLS FARGO BANK NA	76678	\$26.00
			<b>Total :</b>	<b>\$26.00</b>
2015-00000362	URBAN SETTLEMENT SERVICES LLC	URBAN SETTLEMENT SERVICES LLC	472018	\$26.00
			<b>Total :</b>	<b>\$26.00</b>
2015-00000363	HUTCHENS LAW FIRM	HUTCHENS LAW FIRM	371658	\$276.00
			<b>Total :</b>	<b>\$276.00</b>
2015-00000364	WILLIAM H MORGAN JR	WILLIAM H MORGAN JR	68450	\$336.00
			<b>Total :</b>	<b>\$336.00</b>
2015-00000365	BROCK & SCOTT PLLC	BROCK & SCOTT PLLC	459636	\$26.00
			<b>Total :</b>	<b>\$26.00</b>
2015-00000366	INNES & INNES PLLC	INNES & INNES PLLC	39679	\$116.00
			<b>Total :</b>	<b>\$116.00</b>

**Tammie Krauss**  
**Register of Deeds**

**Check Journal Report**  
 For 03/01/2015 Thru 03/31/2015

Page 276 of 290  
 Camden, NC  
 P. O. Box 190  
 Camden, NC 27921  
 (252) 331-4851

2015-00000367	THOMAS M. EURE	THOMAS M. EURE	5000	\$10.00
			<b>Total :</b>	<b>\$10.00</b>
2015-00000368	CORELOGIC SOLUTIONS INC ACCT: 752	CORELOGIC SOLUTIONS INC	4711956	\$26.00
			<b>Total :</b>	<b>\$26.00</b>
2015-00000371	TRIMPI & NASH	TRIMPI & NASH	24991	\$238.00
			<b>Total :</b>	<b>\$238.00</b>
2015-00000372	TRIMPI & NASH	TRIMPI & NASH	25016	\$446.00
			<b>Total :</b>	<b>\$446.00</b>
2015-00000373	TRIMPI & NASH	TRIMPI & NASH	25011	\$56.00
			<b>Total :</b>	<b>\$56.00</b>
2015-00000376	INNES & INNES PLLC	INNES & INNES PLLC	39710	\$178.00
			<b>Total :</b>	<b>\$178.00</b>
2015-00000377	STUBBS & PERDUE	STUBBS & PERDUE	44229	\$26.00
			<b>Total :</b>	<b>\$26.00</b>
2015-00000378	TRIMPI & NASH	TRIMPI & NASH	25040	\$592.00
			<b>Total :</b>	<b>\$592.00</b>
			<b>DEFAULT Total :</b>	<b>\$10,552.75</b>
			<b>Grand Total :</b>	<b>\$10,552.75</b>

Counts/Totals As of 3/1/2015

Cash Total :	\$485.15 +
Check Total :	\$10,552.75 +
Other Pay Total:	\$0.00 +
Change Total :	\$99.00 -
<hr/>	
Subtotal :	<b>\$10,938.90</b>
Charge Total :	\$0.00 +
<hr/>	
Grand Total :	<b>\$10,938.90</b>

Number of Cash Payments :	66
Number of Check Payments :	90
Number of Change Payments :	11
Number of Charge Payments :	0
Number of Other Payments :	0
<hr/>	
Number of Receipts :	148
Number of Voids :	12

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



## ***Northeast Economic Developers Meeting***

*Tuesday, March 3, 2015 – 10:00AM*

*Edenton, NC*

# **Agenda**

## **Welcome**

## **Client Update**

MD & M Show, California – February 9-13, 2015

2 Projects Generated

Miami Boat Show – February 12 – 16, 2015, Bob Peele

FILTECH, Cologne, Germany – February 23-27, 2015

2 Active German projects being visited

10 Appointments have been made

## **310 Ltd. Marketing**

## **Dashboard**

Active Projects: 37

## **Project Updates**

## **Tradeshows / Missions (Through June 30, 2015)**

- International Plastics Showcase – March 23-27, 2015, Orlando, FL
- Select USA Investment Summit – March 23-24, 2015, Washington, DC (60 Countries)
- Food Automation & Manufacturing – April 12-15, 2015, Clearwater Beach, FL
- Ports of Virginia Tour – April 21, 2015, Norfolk, VA
- SAE World Congress – April 21-23, 2015, Detroit, MI
- IAMC Spring Consultants Forum - April 25-29, 2015, California
- Direct Company Calls – Spring / Summer, New Jersey/New York
- Area Development Consultants Forum – May 31 – June 2, 2015, Pennsylvania

- BIO 2015 – June 15-18, 2015, Philadelphia, PA
- Paris Air Show – June 15-21, 2015, Le Bourget
- Direct Company Calls – June 2015, London & UK
- Other tradeshow under consideration?

### **Cluster Activity**

- Data update for counties by cluster
- Significant news for NCEast to publicize
- Cluster focused meetings

### **Upcoming Events**

- Lunch & Learn – March 6, 2015, Roper
- Manufacturing Sustainability Event (Bridgestone Tire) – March 26, 2015
- NCEast Regional Consultants Event – May 5-7, 2015, *\*Get your county involved\**
- NCEast State of the Region – May 14, 2015, Greenville

### **County & Ally Updates**

### **Next meeting – April 7, 2015**

## NCEast Alliance Marketing and Networking Calendar (ongoing draft) FY 2014/2015

EVENT	DATES	STAFF	CATEGORY
<b>Tradeshows &amp; Recruitment 2014-2015</b>			
White House Entrepreneurship Summit	July '14	JC	Entrepreneurship
2014 NC Aerospace Supplier Symposium	August 6-7, 2014	JC	Defense/Aero
IMTS (International Manufacturing Technology Show) (Chicago)	September 8-13, 2014	KH	Advanced Man.
IAMC Fall (Quebec City, CA)	September 13-17, 2014	JC	Consultants
AUSA* (Washington, DC)	N/A*		Military Trade Show
BioMarine Business Convention (NC)-Focus on Clean Tech	October 12-15, 2014	JC	Life Science/Marine
IAMC Carolinas Chapter Meeting	October 15, 2014	JC	Consultants
SEUS Japan* (Regional Rep not attending)	September 18-20, 2014	N/A	Japanese Reps, Companies, Consultants
NBAA 2014 National Business Aviation Association (Orlando, FL)*	October 21-23, 2014	CONSULT	Def/Aero
Area Development Women In ED Consultant Forum (Chicago)	October 26-28, 2014	KH	Consultants
CoreNet Summit	October 26-29, 2014	Local ED (Carteret and City of Gville)/JC	Consultants
NC Agriculture & Biotechnology Summit @ McKinnon Center	November 18, 2014	Partner	Life Science and VAA
2014 Filtration Show (Baltimore)-With Industry Partner and Company Contacts	November 19-20, 2014	JC	Adv. Manufacturing/ LS Cluster
Area Development Consultants Forum (Florida)*WAITING LIST	December 7-9, 2014	KH	Consultants-Not attend
Meet with all EDP Developers	Fall 2014-ongoing	KH and JC	ED Developers
Direct Mail to Targeted Northeastern State Companies (sm/med size targeted)	December '15	Staff	Companies Researched by NCEA
EDP developers Gifts- Mailed	December '15		
Consultant Gift Mailings-New Location and Merger info included	January '15	Staff	Consultants
Medical Device and Manufacturing Conference	February 10-12, 2015	JC/ Local ED	Adv. Manufacturing/Life Science
Direct Company Calls to California	February 9-14, 2015	JC/ Local ED	Direct Company
Site Selectors Guild-NOT ATTENDING by NCEA, but by local partners	February 23-25, 2015	N/A	Consultants
The Filtration Event 2015 (Germany-Consultant Representation)-Pre set appts, current clients visit, consultant calls	February 24-26, 2015	CONSULT/JC/ Local ED	Companies
Baking Tech 2015*	March 1-3, 2015	Ally/TBD	VAA Companies
NCEDP Developers visit Eastern NC	March 19, 2015	Regional Developers	NCEDP County Presentations
NPO 2015-National Plastics Expo (every 3 years)-Preset Appts. and EI connecting to vendors	March 23-27 2015	KH/ally & EI	Adv. Manufacturing (Plastics)
Select USA FDI Event (Washington, D.C)	March 23-24, 2015	JC/VR	Consultants/Industry Reps
Area Development Consultants Forum Public Power-Partner attendance*	March 30-April 1, 2015	Partner	Consultants
Consultant Visits in South Carolina	Spring 2015	KH/JC	Consultants
Food Automation and Manufacturing (FL)-host with Electricities	April 12-15 2015	KH/Ally	VAA Companies
Biomass International* (Minneapolis)	April 20-22, 2015	TBD	VAA/Energy

SAE World Congress (Automotive) (Detroit)* (Local Partner May attend)	April 21-23, 2015	JC/local	Companies/Consultants
Annapolis Spring Sailboat Show (Annapolis, MD)*	April 24-26, 2015	VR/Local	Marine Trades
IAMC Spring Consultant Professional Forum (California)	April 25-29, 2015	JC	Consultants
MRO Americas*	April '15	TBD	Defense/Aero
Consultant Tour throughout NCEA	May 5-7, 2015	STAFF, LOCALS AND	Consultants
RECON (Retail)* (Las Vegas)-Ally host reception (certain local interest)	May 17-20, 2015	VR/Ally/Local	Retail Sector
Direct Company Calls to NJ and CT	Spring/Summer 2015	VR	Direct Company/Consultant
Consultant Visits in Key Locations* (Invite Local Developers/NCEDP)	Spring 2015	Staff/Locals/ Allies	Consultants
Navy Contracting Summit (Norfolk)*	May 11-15, 2015	Dev. Evaluating	Logistics/Defense
Area Development Consultants' Forum (Pennsylvania)	May 31-June 2 2015	KH	Consultants
BIO 2015 (Philadelphia)	June 15-18, 2015	JC	Life Science
Paris Air Show (LeBourget)	June, 15-21 2015		Defense/Aerospace
<b>Networking/Education 2014-2015</b>			
NC Chamber Education Conf.	August '14	KH	Workforce Development
Various NCEDA Networking Lunches	Various	KH	Networking Conference
NCEDA Fall Conference (Asheville)	Oct. 20-21, 2014	SP	Networking Conference
ECU Entrepreneurial Summit-Sponsor and co-organizer	November 17, 2014	staff	ENC Entrepreneurs Targeted
STEM East Education Forum (E2)	December 1, 2014	staff	Industry/Educators
Emerging Issues Forum (Raleigh, NC)	February 9-10, 2014	KH/VR	Conference
NCEDA Mid Winter Conference (Pinehurst)	March 10-11, 2014	KH	Conference
Potential Host British American Business Council as in past years	TBD	JC/KH/SP	Life Science
Lunch and Learn at Vernon James Center	March 6, 2015	Staff	Regional
Manufacturing Industry Sustainability Event	March 26, 2015	staff	Industry
Economic Developer Virginia Port Tour hosted by NCEA	April 21, 2015	staff/EDAG	Ports
NCEA State of the Region	May 14, 2015	All staff	ALL
NCEDA Annual Meeting (Atlantic Beach, NC)	June 9-11, 2015	KH/SH/VR	Conference
<b>Tradeshows &amp; Events Under Consideration - FY 2015-2016</b>			
IFT 15 (International Food Technology Show) (Chicago)*	July 11-14, 2015	TBD	Value added Ag and Tech Companies
SEDC* (SC)	July 26-28, 2015	TBD	Economic Development Cons/Partners
White House Entrepreneurship Summit*	September '15	TBD	
IBX* (Louisville, KY)	September 15-17, 2015	VR	Marine Trades
Process Expo (Chicago)	September 15-18, 2015	KH	Direct Company/ VAA
Pac Expo-Pharma and other Packaging (Nevada)	September 28-30, 2015	N/A	Adv. Man/Life Science
IAMC Fall Consultant Professional Forum 2015 (Cleveland)	September 26-30 2015	JC	Consultants/Real Estate
CORENET GLOBAL	October 16-19, 2015	JC/ALLY	Consultants/Real Estate
IEDC Annual Meeting -(Not suggested to attend based on location)	October 4-7, 2015	Ally	ED Professionals 2/13/201
AUSA* (Washington, DC)	October 12-14, 2015	TBD	Def/Aero
Area Development Consultants' Forum (Chicago) and Consultant Calls	October 25-27, 2015	KH	Consultants
SEMA (Las Vegas)*	November 3-6, 2015	VR/Local	Automotive
Fort Lauderdale Boat Show*	November 5-9, 2015	VR/Local	Marine Trades

FabTech (Chicago)*	November 9-15, 2015	Ally/NCEA	Advanced Man.
NBAA 2015 National Business Aviation Association (Las Vegas)*	November 17-19, 2015	CONSULT	Def/Aero
SEUS Japan* (Birmingham)	November 14-16 2015	N/A	N/A
International Work Boat Show (New Orleans)*	December 1-3, 2015	Evaluating Local Interest	Marine Trades
Area Development Consultants Forum (Florida)	December, 2015	KH	Consultants
Various Direct Consultant Calls	Various	TBD	Consultants
Site Selectors' Guild*	February, 2016	TBD	Consultants
IAMC Spring Conference 2016 (New Orleans)	March 12-16, 2016	JC	Consultants/Real Estate
<b>Under Consideration - FY 2016-2017</b>			
IAMC Fall Consultant Professional Forum (Indiana)	October 8- October 12 2016	JC	Consultants
Select USA Investment	October / November	JC	Conference
IAMC Spring Consultant Professional Forum (Florida)	April 8-12, 2017	JC	Consultants
See Ongoing Marketing Project Development and Marketing (attachment)			
<i>*all events subject to change. NCER may add to this list depending on specific requests from companies/consultants/not confirmed and budget with input from EDAG (Economic Developers' Advisory Group)</i>			
CONSULT attendee=may contract directly with marketing firm to meet with clients on NCEA behalf			

*Northeast Economic Development Meeting*

K.E. White Graduate Center ~ Elizabeth City, NC  
Tuesday 3, 2015 ~ 11:30 a.m.

**Present:**

Peter Bishop, Currituck County; Jennifer Arnold, Washington County; Steve Biggs, Bertie County; Wayne Harris, Pasquotank County; Frank Miglorie, Chowan County; Dave Goss, Perquimans County; Charlie Bowman, Camden County; Mike Renshaw, Camden County; Bob Peele, Wanchese Industrial Seafood Park (via phone); & Kris Noble, Hyde County (via phone)

**Staff:** John Chaffee; Vann Rogerson; Kathy Howard; Steven Pearce; & Hannah Jones

**Guest:** N/A

**Sub-Regional Meeting:**

*Prior to the regular developer meeting, NCEast staff held an Albemarle sub-regional meeting with representatives from Currituck, Camden, Pasquotank, Perquimans, and Chowan counties to discuss unique marketing issues in their region. Gates and Dare representatives were unable to attend.*

**Northeast Developer Meeting:**

1. **Welcome**
2. **Marketing Materials** – NCEast staff distributed their current marketing materials and asked developers to assist in updating their county information.
  - a. **Cluster Industry Sectors include:** Life Sciences, Aerospace & Defense, Advanced Machining & Manufacturing, Motor Vehicle Assembly & Parts Manufacturing, Value Added Ag, Logistics, and Marine.
  - b. **Marketing Materials, Building/Sites, & Website:** Staff discussed regional marketing information that is being modified. They asked for developer input and assistance to accurately portray each county's assets and resources.
  - c. **Cluster Businesses by County:** NCEast's website focuses on a supply chain database of all industry related companies in the region by cluster. Developers were asked to review the provided draft and make any needed corrections. Staff will follow up with an email.
3. **Marketing & Networking Calendar** – NCEast staff presented their marketing and networking calendar. Developers and staff reviewed and discussed upcoming events, trade shows and marketing initiatives. The group discussed other shows and other initiatives that the Northeast developers felt were important for the Northeast.
  - a. **Regional Consultants Event** – May 2015 – NCEast and its developers will be hosting consultants to the region. Kathy Howard presented a draft itinerary of the event in which a county can host a consultant in their county for the first day. The consultants will come together in Greenville the second day for regional presentations, county specifics and existing industry testimonials. There will be an opportunity for round tables for all county developers to meet in small groups with

all the consultants. Then the consultants will likely conclude with an evaluation of eastern North Carolina.

**b. Eastern State of the Region Event** – May 14, 2015 in Greenville.

4. **Commercial / Retail Recruitment** – More consideration is needed for this recruiting segment. Staff wants to hear your thoughts on commercial/retail recruiting.
5. **County Stories to Promote** – John Chaffee and Steven Pearce spoke on the importance of “branding the region” by sharing unique and newsworthy stories from each county. NCEast is a member of a distribution network that allows the region to target stories to a geographic region, to target a certain industry cluster, and to track responses. Steven asked the developers to pass along any story ideas. Steven also asked developers to email any announcements, expansions, and press releases to him for re-distribute and to link to our website. The Alliance has seen great PR success in distributing news across various media outlets.
6. **Lunch & Learn Event** – Vann Rogerson reported on the upcoming Lunch & Learn event that is scheduled for March 6, 2015. This event will enable leaders from each community to come and learn about NCEast, meet the staff, hear about NCEast’s marketing initiatives, and to ask questions. The meeting will be held at the Vernon James Center in Roper. Vann concluded that any county officials who want to meet privately with the NCEast staff and/or Board should call John Chaffee and a meeting date will be set up.

Respectfully Submitted

---

Hannah Jones, Recording Secretary



Phone: (252) 689-6496 | Fax: (252) 689-6498 | [www.nceast.org](http://www.nceast.org) | [info@nceast.org](mailto:info@nceast.org)

## FY 2014/15 Dashboard

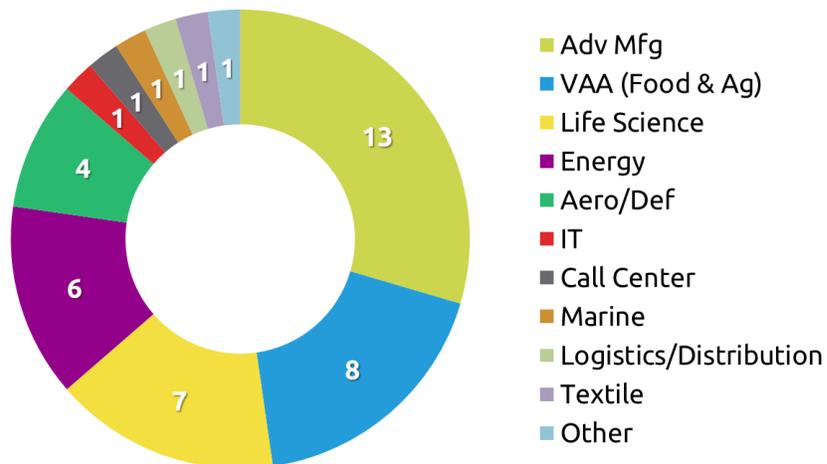
-to date 2/20/2015-

### Client Activity



Outreach Goal to Potential Prospects in 3<sup>rd</sup> Quarter 14/15 **425**

### New Projects by Cluster



### Recent Marketing Events

*Note: Marketing Calendar - In recent weeks, the NCEast Alliance has added new activities to the marketing calendar for 2015 from input from local developers and new partners.*

#### Medical Device and Manufacturing Show and California Direct Calls

NCEast along with Wayne County Economic Development Alliance President, Crystal Gettys attended the MD&M show in California. They connected with over 30 contacts while at the show. During their time in California, they visited 2 companies at their local site and met with one site selection consultant for dinner. The Trip produced 2 projects, some strong prospects and several leads. Since the trip, NCEast has followed

up with the projects and many of the prospects and has also connected several contacts with requests for education or supplier connections in NC.

### 2014 Filtration Show

Alliance attended show in conjunction with regional partner to call on potential clients. While at the show NCEast's John Chaffee met with 9 companies and 2 consultants, including 2 German companies with active projects. Both Companies are now considering the NCEast region. John Chaffee has connected one company's representative with a local service provider in. Follow-up meetings are scheduled with these 2 companies.

### Targeted Outreach to Northeast US Advanced Manufacturing Companies

NCEast staff developed a target list of small to medium-sized companies in New Jersey, New York, and Connecticut for a precision marketing outreach. A direct mail letter was sent earlier in January including a general brochure about the region. Follow-up emails, direct mail, and phone calls will be conducted to reach company executives to determine their interest in relocating or expanding to ENC. The Alliance is planning to set up calls and undertake a marketing/prospect mission to one or more of these states later this fiscal year.

### IAMC Chapter Meeting

Small group of key targets - 28 total attendees comprised of corporate RE consultants, major industrial contractors and service providers.

### CoreNet Global

Along with 2 other developers from the region, attended the Economic Developer's Roundtable on Location Strategy and the Role of Place. Networked with site location consultants and service providers.

### Area Development Consultants Forum

Brought together key site selection consultants and limited number of economic development attendees. At the event, NCEA had a chance to network with 12 site selection consultants from around the US.

### International Manufacturing and Technology Show (IMTS)

Participated in conjunction with ElectriCities of NC. Companies representing Aerospace, Automotive, Machine Shops, Power Generation and more attended IMTS. The show attracted more than 1,900 exhibitors and over 100,000 representatives from all over the world. This show is held every 2 years and we recommend attending again. However, it would be more advantageous to co-locate in a booth environment with regional companies. During the show, NCEast and ElectriCities talked with over 40 new company contacts.

### IAMC - Quebec City

- 300+ in attendance, corp RE, RE service providers (logistics, industry RE, etc), consultants and ED reps from NA and some from Europe
- NCEast co-sponsored one session with Charlotte Regional Partnership - exposure to majority in attendance
- Met with or spoke to 36 corp RE directors and consultants
- Co-hosted small lunch group of consultants and small group dinner with Duke Energy Progress
- Opportunity to discuss one key expansion project that is likely for our region
- John Chaffee serves on International Committee of IAMC: 9 events in Asia, UK and Europe and had 200+ attendees - picked up 5 new actives as a result (including Bosch rep whom John met with at Quebec mtg)

### BIO 2014

*Annual meeting of the global Biotechnology Industry Organization that attracts 15-20,000 attendees including C-level executives, VPs, business development officers, etc. of biopharma companies and their key suppliers from the US, Canada, Europe, Australia and Asia.*

- 3 New Projects generated from direct meetings with 8 companies
- Numerous Leads and over 20 new contacts made

### Farnborough 2014 International Air Show

*One of a pair of trade shows that rotate between Paris and London each year that draws all the major aerospace and defense companies from around the world and most of their key suppliers (Spirit, LORD, AAR, etc.). Both events typically attract over 100,000 participants.*

- 20+ preset meetings with companies
- 2 active projects developed with decisions to be made in 6-12 months
- at least 5 additional leads/prospects with action in the next 18 months
- met with and connected 2 companies interested in finding suppliers in NC
- met 2 companies interested in partnering and have connected to resources. Will follow up for more contacts if needed.
- 13 new connections other than company connections (other regions, specialty finance companies, etc.)
  - several reconnections with consultants from previous meetings
  - 5 consultant meetings during the week
  - 2 companies interested in connections to ECU- engineering and we have provided information and made connections for them to visit

## Upcoming Marketing Events

### FilTech

FilTech is a large international trade show in Cologne for the filtration industry. Currently, 2 active German prospects are considering our region as a result of our attendance at an earlier filtration trade show in the US. NCEast has follow-on meetings with company representatives at FilTech and will have lined-up additional meetings with companies that will be attending this show. An internationally known filtration expert (consultant) from the region that will attend this show and assist with making connections and additional appointments with other companies attending the show. NCEast is also working with other partners and consultants to set up appointments in the region surrounding Cologne (State of Rhein Westphalia). 7 additional companies and 3 consultants that have expressed interest in investing in the US and North Carolina are being contacted to gain appointments. NCEast has also been connected with Todd Brennan of the State of NC office in Frankfurt as well as a German attorney affiliated with an international law firm with a presence in NC.

### National Plastics Expo

NCEast in partnership with ElectriCities will attend the National Plastics Expo in March. The show is held every three years and has a significant presence of plastic manufacturing companies and supply chain companies. Prior to the show, NCEast is setting up appointments using a consultant to provide at least 5-7 preset appointments. NCEast is also working with local existing industry to connect with at least 8 suppliers and potential expanding companies.

## Upcoming Marketing Events

- Consultant Outreach (February)
- 2014 FilTech (Europe)
- Food Automation and Technology Show (April)
- National Plastics Expo with Regional Partners including preschedule meetings with potential prospects (March)
- Manufacturing Sustainability Event in conjunction with regional industries (March 26)
- Direct Company Calls in NJ/NY and also direct calls to preset prospect locations (April/May)
- Consultant event in NCEast to highlight local communities and region (May)
- Bio 2015 - In partnership with NC Biotechnology Center and EDP of NC (June)
- Prospect mission to UK - Partnership with ally for prospect mission to London and the UK to follow-up on identified prospects (June)
- Paris Air Show - In partnership with EDP of NC. Currently doing outreach to identify new and follow-up with potential prospects (June)
- Regional part at Miami Boat Show
- Select USA FDI

\* Currently evaluating various other marketing events for remaining FY based on EDAG and partner input

## Upcoming Other Activities

- NCEast Lunch & Learn in northern counties (March 6)
- NCEDA Mid-Winter Meeting
- Manufacturing Sustainability Event in partnership with Wilson County and other partners (March 14)
- EDPNC developers visit east (March 19)
- Hosting VA port tour for local economic developers and allies (April 21)
- NCEast State of the Region (May 14)
- NCEast ongoing visits to counties (February and March)

## Marketing Projects



[Updates to Building & Site Search](#)



[Updates to Interactive Maps to include NE NC](#)



Updates to cluster brochures to reflect new NCEast geography and additional brochures on motor vehicle assembly and parts manufacturing and marine trades

## Special Projects

- **Merger Activity Update** - NCEast Alliance staff hosted meetings with Northeast economic developers, chambers, county managers and tourism professionals to work together on next steps, cluster and marketing interests and opportunities.
- **Motor Vehicle Assembly and Parts Manufacturing Analysis** - In partnership with the UNC Frank Hawkins Kenan Institute of Private Enterprise's NCGrowth, the Alliance will: identify and define the cluster, construct a value chain diagram, analyze economic data and perform a gap analysis of the cluster.
- **Kemper Strategies** - Pursuing opportunities through supply chain development - expecting grant to support greater evaluation of supply chains for motor vehicle assembly and parts manufacturing cluster (trucks, tractors, trailers, lift trucks, etc.) and aerospace clusters to define cluster gaps by better understanding existing company needs and engage them in the process of either recruiting or developing companies that can satisfy product and service needs within our region. Will retain Kemper Strategy to work with us on this project that relates to the Rural Jobs Accelerator project initiated by the Rural Center in which we were a partner and now may take the lead.
- **Cluster-based Activities** - Set up initial meeting between various industries in region and connected them to customers and education partners based on needs
- **NC Manufacturing Connection** - Connected 17 industries in region with buyers, suppliers, educational or workforce resources
- Arranged for ECU biology (ag-biotech) professor to speak at Life Science cluster forum in Krakow Poland this Winter/Spring
- **2015 Consultants Visit to ENC** - Consultants will have the opportunity to be out in the field to see and experience buildings/sites and communities and come together as a group to learn more about the region.

## NCEast by the Numbers



NCEast Labor Force

**550,773**NCEast  
Unemployment Rate**6.78%**


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## Workforce/STEM

- 7 counties total with STEM Network "Brick and Mortar" centers. Over 8 million invested in ENC STEM Education.
- Recent addition of Nash with GLF STEM grant
- **NC WorkReady Communities (WRC)** - Alliance assisted four counties in applying for the new statewide WRC program. These counties are only 4 of 7 in NC that are the first to meet the deadline for participation.
- 2 NCEast counties will be the first to be statewide certified WorkReady Communities in January
- Initial meetings with regional employers to gain support for an employer action council on k-12 education. The goal is a sustainable STEM East Network Council that will lead the development of k-12 workforce education and alignment with higher education programs for Eastern NC.
- Attended marketing meeting with Kansas based Pitsco Education Company to develop video and poster marketing for STEM East Network.
- Collaborating with Lenoir County Schools on Honda workforce education grant
- Awarded Onslow County Certified WorkReady Community (Craven, Edgecombe, Lenoir, Pitt and Wayne) - 3 NCEast counties submitted applications for state certification
- Opened 1st STEM Center in Pitt County and facilitated training of teachers
- Wrote and submitted a \$150k Z. Smith Reynolds grant with Lenoir County Schools to implement foundational STEM Centers - not funded
- Developed grant, secured employer encouragement and received notice of \$200k GLF grant for Nash Schools to expand STEM East- submitted for full proposal
- Superintendent of Greene County Schools working with STEM East to expand network
- Secured commitment from UNC to undertake analysis and market study of Wilson Greenlight network to use for marketing
- Submission of Duke Foundation Proposal that secures partnerships with several NCEast counties. This \$500,000 grant will be tie into a later Golden LEAF Community Assistance grants that will expand the STEM East Network.

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## Recent News

- July 7, 2014 - [A New Day in Economic Development for ENC](#)
  - July 29, 2014 - [Aerospace Companies Considering Investments in Eastern NC](#)
  - August 1, 2014 - [Commerce Secretary to Visit Eastern NC](#)
  - August 5, 2014 - [STEM Network Expanding in Pitt County](#)
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- August 11, 2014 - [Onslow County, NC Earns WorkReady Community Designation](#)
- September 4, 2014 - [Beaufort County Takes Proactive Next Steps in Economic Development](#)
- October 1, 2014 - [Natural Blend Vegetable Dehydration Opens in Farmville](#)
- October 8, 2014 - [World's Largest Contract Biopharma Firm Invests in Eastern NC](#)
- October 24, 2014 - [STEM East Network Expands into Nash-Rocky Mount Schools](#)
- November 4, 2014 - [Burgeoning IT Sector Exists Beyond Big Metros](#)
- November 6, 2014 - [Summit to Focus on STEM](#)
- December 3, 2014 - [Economic Development Regions in East Plan Merger](#)
- December 5, 2014 - [Hickey and Mitchelson Elected to NCEast Alliance Board](#)
- December 17, 2014 - [NCEast and North Carolina's Northeast Finalize Merger](#)
- January 12, 2015 - [Christopher Chung, CEO EDPNC Attended the Beaufort County Committee of 100 Annual Oyster Roast](#)
- January 21, 2015 - [Wayne County Announces Advanced Manufacturing Center](#)
- January 21, 2015 - [10th Annual Ag Development Forum](#)
- January 23, 2015 - [NCEast and UNC Kenan to Analyze Motor Vehicle Manufacturing Cluster](#)
- February 9, 2015 - Wilson Times Article on workforce development sent to EDPNC and picked up in Daily Update
- February 13, 2015 - [Alliance Supports Dredging for Port of Morehead City](#)
- February 20, 2013 - [Importance of Brody School of Medicine Affirmed by Alliance](#)

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## Upcoming Events

**March 6 - Lunch & Learn**

**March 26 - Sustainable Manufacturing Event**

**May 14 - NCEast State of the Region**