



COUNTY OF DARE
PO Box 1000, Manteo, NC 27954

DARE COUNTY BOARD OF COMMISSIONERS

Dare County Administration Building
954 Marshall C. Collins Dr., Manteo, NC

Monday, March 06, 2017

“HOW WILL THESE DECISIONS IMPACT OUR CHILDREN AND FAMILIES?”

AGENDA

- 9:00 AM CONVENE, PRAYER, PLEDGE OF ALLEGIANCE**
- ITEM 1** Opening Remarks - Chairman's Update
- ITEM 2** Presentation of County Services Pins
- ITEM 3** Employee of the Month - March 2017
- ITEM 4** Public Comments
- ITEM 5** Proclamation - American Red Cross Month
- ITEM 6** Economic Development - Proposal from the Outer Banks Chamber of Commerce
- ITEM 7** Update From the National Park Service
- ITEM 8** College of the Albemarle - Hospitality Certification Program
- ITEM 9** Update Report from the Economic Improvement Council
- ITEM 10** Presentation from the Dare County League of Women Voters
- ITEM 11** Tourism Board Request Consent for Long Term Restricted Fund Expenditures
- ITEM 12** City Beverage Warehouse -- Group Development CUP Amendment
- ITEM 13** Preliminary Flood Maps - Staff Presentation
- ITEM 14** HMGP Elevation Grant -- Authorization to Request Funding
- ITEM 15** Reverse Prior Budget Amendment for Series 2017 Water Revenue Refunding Bonds
- ITEM 16** Amendment to Capital Project Ordinance for Regional Emergency Communications Center & Dare County EOC Project for Budget Update as of February 9, 2017

- ITEM 17** Consent Agenda
1. Approval of Minutes (02.20.17)
 2. Resolution to Obtain Grant Funding from North Carolina Water Resources
 3. Government Education Access Channels 2017/2018 Proposed Budget
 4. Detention Center Budget Transfer
 5. Tax Collector's Report
- ITEM 18** Board Appointments
1. Health and Human Services Board
 2. Upcoming Board Appointments - April, May, June 2017
- ITEM 19** Commissioners' Business & Manager's/Attorney's Business
- ITEM 20** Closed Session – Personnel Matter

ADJOURN UNTIL 9:00 A.M. ON APRIL 3, 2017



Opening Remarks - Chairman's Update

Description

Dare County Chairman Robert Woodard will make opening remarks.

Board Action Requested

Informational Presentation

Item Presenter

Chairman Robert Woodard



Presentation of County Service Pins - March 2017

Description

The following employees are scheduled to receive service pins this month.

1. Sally DeFosse, Assistant Finance Director, 15 Yr. Pin
2. Betsy Robinson, PHN II, School, 15 Yr. Pin
3. Nancy Huff, Senior Social Worker Supv., 25 Yr. Pin
4. Robin Etheridge, Land Records Manager, 30 Yr. Pin

Board Action Requested

None

Item Presenter

Bobby Outten, County Manager

March 6, 2017

PRESENTATION OF COUNTY SERVICE PINS

- 1. Sally DeFosse, Assistant Finance Director, 15 Yr. Pin**
 - Presented by Dave Clawson, Finance Director

- 2. Betsy Robinson, PHN II, School, 15 Yr. Pin**
 - Presented by Debbie Dutton, Director of Nursing

- 3. Nancy Huff, Senior Social Worker Supv., 25 Yr. Pin**
 - Presented by Melanie Corprew , Social Services Director

- 4. Robin Etheridge, Land Records Manager, 30 Yr. Pin**
 - Presented by Greta Skeen, Tax Assessor



Employee of the Month

Description

The Employee of the Month certificate will be presented.

Board Action Requested

None

Item Presenter

To Be Determined



Public Comments

Description

The Dare County Board of Commissioners will provide time on the agenda for Public Comments.

Board Action Requested

Hear Public Comments

Item Presenter

Robert Outten, County Manager



Proclamation - American Red Cross Month

Description

During the month of March, the American Red Cross seeks to recognize the volunteers and donors who are the heros that help people in need in Dare County. The Board of Commissioners is asked to proclaim March as American Red Cross Month to applaud the heros in Dare County who deliver help and hope during disasters.

Board Action Requested

Issue Proclamation

Item Presenter

Carolyn Self, Community Volunteer Leader, Eastern NC Region of the American Red Cross



**A PROCLAMATION
AMERICAN RED CROSS MONTH 2017**

WHEREAS, In Dare County, we have a long history of helping our neighbors in need. American Red Cross Month is a special time to recognize and thank our heroes – those Red Cross volunteers and donors who give of their time and resources to help community members; and

WHEREAS, these heroes help families find shelter after a home fire. They give blood to help trauma victims and cancer patients. They deliver comfort items to military members in the hospital. They use their lifesaving skills to save someone from a heart attack, drowning or choking. They enable children around the globe to be vaccinated against measles and rubella; and

WHEREAS, the American Red Cross depends on local heroes to deliver help and hope during a disaster. **We applaud our heroes here in Dare County who give of themselves** to assist their neighbors when they need a helping hand; and

WHEREAS, across the country and around the world, the American Red Cross responds to disasters big and small. In fact, every eight minutes the organization responds to a community disaster, providing shelter, food, emotional support and other necessities to those affected. It collects nearly 40 percent of the nation's blood supply; provides 24-hour support to military members, veterans and their families; teaches millions lifesaving skills, such as lifeguarding and CPR; and through its Restoring Family Links program, connects family members separated by crisis, conflict or migration; and

WHEREAS, we dedicate the month of March to all those who support the American Red Cross mission to prevent and alleviate human suffering in the face of emergencies. Our community depends on the American Red Cross, which relies on donations of time, money, and blood to fulfill its humanitarian mission.

NOW, THEREFORE, BE IT RESOLVED, that the Dare County Board of Commissioners hereby proclaims March 2017 as American Red Cross Month and encourages all Americans to support this organization and its noble humanitarian mission.

This the 6th day of March, 2017

Robert Woodard, Chairman

Attest:

Gary Lee Gross, Clerk to the Board



Economic Development - Proposal from the Outer Banks Chamber of Commerce

Description

The Outer Banks Chamber of Commerce has offered to use their expertise and resources to initiate the first phase of the Economic Development and Diversification Strategic Plan that was presented to the Board of Commissioners by the consultants from NC State University.

Attached is an outline of Chamber services to implement the project along with proposed costs.

Board Action Requested

Discuss and take appropriate action

Item Presenter

Robert Outten, County Manager



ECONOMIC DEVELOPMENT STRUCTURE FOR DARE COUNTY

The Outer Banks Chamber of Commerce is excited about the possibilities for Dare County to engage in an economic development program. The work of NC State and their partners produced a solid foundation for moving forward in this regard.

The Chamber has, and continues to be, a catalyst for economic growth throughout our region including Dare, Currituck and Hyde Counties with the bulk of our efforts in Dare County. Without overstepping and to encourage the continuation down this path, we would like to offer our view on how the function of economic development could be structured for Dare County.

The items listed in the attached job functions have been taken from the goals & objectives outlined in the Economic Development Plan Overview presented by NC State. Under the Outer Banks Chamber of Commerce are activities and programs we already have in place, or are working on, as a regional organization. These include the BRE program, responding to RFPs on a limited basis, meeting with new or prospective business, hosting ribbon cuttings and ground breakings, and our OBXMADE program which is just beginning to take shape.

Utilizing the Chamber's website as a portal for a section dedicated to economic development makes sense due to the fact that many prospective businesses and owners will search out the local chamber of commerce for this info. Down the road these pages of the website could be used to create a separate website for Dare County Economic Development.

As suggested in section 7 of the 2020 Economic Development & Diversification Strategic Plan, we would also like to recommend that the economic development function be housed at the Chamber office in order to facilitate good lines of communication and sharing of resources and leads. The most successful counties have built a strong relationship between the chamber and their economic development department.

FUNDING/STRUCTURE

There are a number of ways economic development can be structured. Based on the outline of responsibilities below we are suggesting that the Chamber and the county enter into a contract for the services listed under the Chamber's area of responsibility. For those services the cost per year would be approximately \$25,000. This includes cataloging of sites and buildings, BRE program, development of the creative brand initiative (OBXMADE), website pages and maintenance, responding to RFPs which could be for a limited time (2 years as suggested in the study) or ongoing as well as office space and office equipment usage.

The items listed under the Economic Development position would require the county to hire a developer. This person could report directly to the county commissioners or an Economic Development Council (EDC) could be put

in place as the governing body of that function. However it is structured this position would require significant investment for salary, benefits, marketing plans and travel.

FINAL THOUGHTS

The above outlined structure and funding model is just one of any number of ways the Chamber can be utilized to help partially or wholly satisfy the need for economic development in Dare County and/or as a mechanism for getting the plan implemented.

The Outer Banks Chamber of Commerce would be willing and interested in taking on some of the other tasks outlined under the County Economic Employee description whether for a short implementation period of time or longer; this could include developing some new opportunities for economic growth that include identifying and marketing to teleworkers, use of existing commercial kitchens, and packaging of local products. It could also include development of marketing materials to tell the Dare County story as well as working with COA and CSI on efforts toward positive economic development. Utilizing the strengths of the Chamber and the economic development experience of the organizations President & CEO which includes graduation from the Economic Development Institute at Oklahoma University, a network of contacts, and business relationships would only benefit this process. Adding onto the role of the Chamber will require a discussion and agreement of funding and a memo of understanding.

Why it would be important for the Outer Banks Chamber to have a “seat at the table” and even facilitate the discussion regarding affordable housing and workforce development those items are better left with a dedicated employee who can spend the time needed for research, proposals and “hands-on” activity needed to be successful in these areas.

Outer Banks Chamber of Commerce - \$25,000:

- Business Retention & Expansion (BRE) program
 - o Survey
 - o Existing Business visits
- Catalog available sites and buildings and continually update as needed
- Website
 - o Chamber website to include County Economic info
 - Stats/Economic Indicators
 - Contact info
 - Available sites
 - Incentives
 - Town and County Planning info
 - Marketing for the area
- Respond to RFPs from the EDPNC, East Alliance and other sources for first two years
- Meet with potential new businesses looking to locate in the area for first two years
- Host ribbon cuttings/ground breakings for new businesses
- Develop and promote OBXMADE brand program (creative economy initiative)
- Explore and develop new opportunities with existing resources (commercial kitchen, locally packed products)
- Marketing: Develop recruitment packages (collateral)
- Connect business to resources available/catalog those resources
 - o East Alliance
 - o NC Commerce
 - o Rural Center
 - o EDPNC
 - o Workforce Development Board
 - o Albemarle Commission
 - o Dare County Economic Development
 - o Cooperative Extension
 - o Industry Expansion Solutions
 - o SBTDC
 - o SBC
 - o SCORE

Add Ons: \$ 22,000

- Work with towns and county to develop incentives for economic development (\$5,000)
 - o Regulations/commercial codes and zoning ordinances
- Work with existing businesses to identify new markets for their products. (\$5,000)
- Workforce Development/Skilled Workforce (\$3,000)
 - Identify skills gaps and work with Chamber, COA and ECSU for training opportunities
- Marketing Plan for “Work from Anywhere” target market as well as retirement businesses (\$6,000)
- Marketing: Dare County story – collateral and ads (\$3,000)

Add-ons 2 (\$20,000)

- Travel/Recruit prospective business for the area (\$ 2,000)
 - o Attend tradeshow as needed
 - o Develop leads for small industry that fits our area
 - o Identify industry sectors compatible with the Dare County culture and demographic
- Consider and research solutions to infrastructure issues (\$5,000)
 - o E.g., central sewer for specific areas; broadband
- Develop and execute business incubator (\$10,000)
- Develop marketing materials for economic development (\$3,000-\$10,000)
 - o Stand Alone website/web content
 - o Graphics
 - o Ads
 - o Develop a distinctive and unique economic development logo

Tourism Bureau

- Sailing Center – Outer Banks Tourism Board
- Sporting Event development and marketing – Outer Banks Tourism Board

Outer Banks Chamber of Commerce Proposed Costs for Economic Development Function

\$25,000 proposal	
BRE Program	included
Responding to RFPs	included
Meeting with new businesses and prospects	included
Ribbon cuttings/Ground breakings	included
Attend local meetings of economic dev groups	included
Connecting businesses with resources (SBTDC, EDPNC, etc.)	included
Cataloging of existing sites and buildings	\$5,000
Add web pages and content to the Chamber site for economic development and continue to update with content	\$4,000
Development and execution of the OBXMADE brand program (creative economy initiative)	\$10,000
Marketing - Recruitment Packages/collateral	\$3,000
Explore opportunity and develop new opportunities with existing resources (commerical kitchen, locally packaged products)	\$3,000
	\$25,000

Add-ons		
Developing local incentives with county and towns	\$5,000	
Work with existing businesses to identify new markets for their products	\$5,000	
identify skills gaps and work with insitutes of higher ed to close gaps	\$3,000	
Marketing - Dare County Story - collateral, ads, etc.	\$3,000-10,000	some of this is one-time costs
Marketing - Market to retirement businesses & work from anywhere initiative	\$6,000-\$10,000	some of this is one-time costs
	\$22,000	
Marketing - Develop a Dare County Economic Development brand to include logo, web content, graphics, ads, etc.	\$3,000-10,000	some of this is one-time costs
Infrastrcture issues/solutions (central sewer or solutions for sewer needs for businesses; broadband access; etc.)	\$5,000	
Develop and execute a business incubator program	\$10,000	includes some one-time startup costs
Work on grant requests for business development	depends on # of requests	
Travel/Recruitment prospective business (tradeshows, develop leads, etc.)	\$2,000	
	\$20,000	

Consider:

- 1/4 page ad in the East Alliance magazine us \$3400
- Use of a graphic designer vs a PR firm to develop logo/brand/marketing materials
- Advertising opportunities in site selection magazines
- billboards/ magazine ads
- travel (meetings, prospect visits)



Update From the National Park Service

Description

The National Park Service Outer Banks Group will provide Commissioners with an update on the Off Road Vehicle (ORV) Management Plan and highlight improvements that have been made over the last two years.

Board Action Requested

Informational Presentation

Item Presenter

David Hallac, Superintendent, National Park Service Outer Banks Group



College of the Albemarle - Hospitality Certification Program

Description

The College of the Albemarle (COA) will present an update on the emerging Hospitality Certification Program at the Dare County campus. Information will be presented about private business scholarship support to help students prepare for local career jobs and provide long term economic impact to Dare County.

Board Action Requested

Informational Presentation Only - No Board Action is Requested

Item Presenter

Tim Sweeney, College of the Albemarle Dare Campus Dean
Clark Twiddy, State Board of Community Colleges

The Emerging Importance and Future Contribution of the Hospitality Program at COA

Tim Sweeney, College of the Albemarle Dare Campus Dean

Clark Twiddy, Twiddy & Company Realtors and State Board of Community Colleges

Thank you for taking a few minutes this evening to let us share our excitement with you about a great new initiative rooted here at the Dare County Campus of the College of the Albemarle.

- Based on collaboration with COA and several local businesses, COA has launched a program highlighting the importance of hospitality and customer service to a wide range of employers and industries within our County.
- Based on concepts of customer hospitality, consistently strong customer service, technical and local understanding, and computer skill graduates of this certification program will find a strong job market for their training.
- With extensive and locally driven scholarship support, students can gain local job training and education to enter local job markets with excellent career potential with little to no debt and never have to leave home.
- While the tourism industry will immediately benefit from this program, virtually any local industry from the Coast Guard to our State Parks to our maritime industries place customer service as key among its priorities for long-term success and viability.
- For example, a recent summary of summer intern recruitment efforts at Twiddy & Company revealed that the majority of their intern recruitments are coming from out of State. With this new hospitality initiative from COA, local students can gain these opportunities and careers.

In summary, we are proud and excited to share this local initiative that we hope over time will create a consistent vehicle for local students to gain local job training with little to no debt, get great local jobs with strong career potential, and support the wide range of industries that combine to make Dare County such a treasure in our State.



Update Report from the Economic Improvement Council

Description

The Economic Improvement Council (EIC) will present an update report to the Board of Commissioners.

Board Action Requested

None - Informational Presentation

Item Presenter

Dr. Landon Mason, Executive Director, Economic Improvement Council



Presentation from the Dare County League of Women Voters

Description

The Dare County League of Women Voters will make a presentation on the Equal Rights Amendment.

Board Action Requested

Informational Presentation & Consider a Resolution of Support

Item Presenter

Dawn Kiouis and Lin Logan of the Dare County League of Women Voters





IT'S
HIGH TIME
WE PASS THE
EQUAL RIGHTS
AMENDMENT



ERA

“Equality of rights under the law shall not be denied or abridged by the United States or by any state on account of sex.”



96%
of adults believe
that male and
female citizens
should have
equal rights

77%
believe the
Constitution
already
guarantees equal
rights.

It doesn't.



We won't be the
first to include
women in the
Constitution.

Japan 1947
Germany 1949
Russia 1993

Today
84%
of all Constitutions
guarantee equal
rights



THE 14TH AMENDMENT

“Certainly the
Constitution does not
require discrimination
on the basis of sex.
The only issue is
whether it prohibits it.

It doesn't.”

-Justice Antonin Scalia





ERA TIMELINE

1923

Alice Paul campaigns for ERA.
Bill goes to Congress

1946

Senate votes

1970

Seven year time limit imposed

1972

Passes Congress, sent to
states

1973

22 states ratify ERA

1978

Deadline extended

1982

Fails ratification by 3 states



WHERE
COULD
ERA
HELP
TODAY?



HELP
WOMEN AND
CHILDREN
IN
POVERTY

70% of America's poor
are women and
the children
who depend on them



HELP VICTIMS OF DOMESTIC VIOLENCE

- Ensure that domestic violence be given same importance as stranger assault
- Ensure the legal rights in Title IX

Font



HELP
ELIMINATE
PAY
INEQUALITY

\$1.00

77¢

65¢

57¢



THE GENDER WAGE GAP



Justice Ruth Bader Ginsburg
At the National Press Club:

“If I could choose an amendment to add to the Constitution, it would be the Equal Rights Amendment.

I would like my granddaughters, when they pick up the Constitution, to see that notion---that women and men are persons of equal stature— I’d like them to see that is a basic principle of our society.”



ERA IN NC

ERA Legislation
was newly introduced
to the NC General Assembly
on February 14

Resolutions in support were
presented from the towns of
Duck

Southern Shores

Kitty Hawk

Kill Devil Hills

Nags Head

Manteo



We hope the
Dare County
Board of
Commissioners will join
the towns with a
Resolution of support
of the
Equal Rights
Amendment.

This is the Land of
Beginnings.

Thank you!





Tourism Board Request Consent for Long Term Restricted Fund Expenditures

Description

Award Natural Historic & Cultural Grant to The Lost Colony in the amount of \$75,000. The grant is for improvements at the Waterside Theater to enhance the visitor experience.

Board Action Requested

Consent for Natural, Historic, & Cultural Grant Award in the amount of \$75,000

Item Presenter

Lee Nettles, Executive Director, Outer Banks Visitors Bureau



America's Premiere Outdoor Symphonic Drama

William H. Coleman, CEO

January 4, 2016

Outer Banks Visitors Bureau
One Visitors Center Circle
Manteo, NC 27954

Diane Bognich:

I am writing to request consideration for a Natural, Historic, Cultural grant from the Outer Banks Visitors Bureau. This grant is for several vital production elements of *The Lost Colony* and the enhancement of guest facilities at The Waterside Theatre.

As we approach the 80th Anniversary Season of *The Lost Colony*, we are faced with several challenges to maintain the production level of our popular tourist attraction. We have raised over \$120k in the past three years to improve and replace numerous elements including sound, lighting and scenery. However, we need to complete several of these projects and further improve our guest services.

In order to continue to expand the potential of our production, we are proposing the completion of the next phase of the sound system project and completion of a lighting project began last year: 1) Replacing 12 analog microphones with digital. We replaced 12 two years ago and need to upgrade the remainder of the mics and sound system. 2) Replacing the production communication system. 3) Continuing to supplement and improve our production lighting system. We invested \$43k in the system last season and recieved an additional \$49k in donated equipment.

Our plans to enhance our guest experience includes the following elements: 1) Add communication fiber to the theatre facility for use in guest services including concessions, gift shop and ticket scanning. We funded the first leg of the fiber run to our administrative offices and ticket office last season. 2) Adding ceiling fans and additional signage to the rain shelter areas. 3) Adding A/V system in our rain shelters for guest entertainment, communication and cross promotion of other RIHA events.

We are requesting \$75,000 from the Outer Banks Visitors Bureau to assist with the \$100k in projects we are planning for the 2017 season. We are also seeking funding from the Outer Banks Community Foundation and Dominion Power for these projects.

Please let me know if you have any questions or concerns as we proceed.

Sincerely,

Bill Coleman
CEO



America's Premiere Outdoor Symphonic Drama

William H. Coleman, CEO

The Lost Colony 2017 Capital Budget:

Production

Sound System (Digital mics)	\$ 42,000	1 – Digital Mics, Processor, Antenna, Install
Communication Systems	\$ 8,000	2 – Digital radios for production communication
Lighting	\$ 10,000	3 – List compiled by TLC Lighting Designer
<u>Guest Services</u>		
On site optic fiber	\$ 15,000	4 – Wi-Fi for Lion's concessions, Tickets, etc.
A/V system	\$ 10,000	5 - \$4,500 + \$2.5k electric/install + \$3k video/playback
Theatre Box Seating	\$ 10,000	6 - \$8530 + \$1500 chairs & tables (no written quote)
Rain Shelter fans, signage	\$ 5,000	7 – Fans \$3.5k w/install; no written quote for signage
Total	\$100,000	



City Beverage Company -- Group Development CUP Amendment

Description

This CUP amendment and site plan was originally reviewed by the Board on January 3, 2017 but was tabled to allow review of the proposal by the Dare County Airport Authority. The DCAA has reviewed the site plan and one of the proposed buildings was relocated on the site in response to this review. A staff report, draft CUP amendment and the revised site plan are attached with this cover sheet.

Board Action Requested

Motion to approve CUP amendment and revised site plan

Item Presenter

Donna Creef, Planning Director

STAFF REPORT: City Beverage Warehouse-- Amendment to CUP 5-2012

FROM: Donna Creef

DATE: March 6, 2017 Board of Commissioners Meeting

This item was originally scheduled for discussion on January 3 but was tabled to allow the Dare County Airport Authority to review the site plan. The DCAA has reviewed the site plan and the smaller of the two proposed buildings has been relocated on the site to comply with the flight path overlay zone.

There are currently two other structures on the site. The location of more than one principal use structure on the property constitutes a group development under section 22-31 of the Dare County Zoning Ordinance. Group developments are subject to conditional use review and approval by the Planning Board and Board of Commissioners. The site is zone 1-I industrial.

The two new buildings will be constructed in phases as noted on the site plan. The first building will consist of 19,800 square feet and the second building will consist of 4,500 square feet. Access and parking improvements shall be constructed as shown on the site plan. The proposed buildings will be used for storage only and will not be used for retail or office space. A condition to this effect is included in the CUP amendment.

Condition # 2 of the CUP amendment provides three years for the applicant to secure a Dare County building permit. A copy of the draft CUP amendment and a copy of the original CUP 5-2012 is included with this staff report.

The Planning Board reviewed this CUP amendment request on December 12, 2016 and voted to recommend approval of the revised site plan and CUP amendment subject to approval of the request by the Dare County Airport Authority.

The State stormwater permit and sedimentation control permit will be modified for the construction of the additional improvements.



AMENDMENT to CUP No. 5-2012

Dare County Sections 22-27, 22-31 and 22-68.

Application of: J.T. Dixon Sr. for City Beverage Company

On March 6, 2017 the Dare County Board of Commissioners considered an amendment to CUP 5-2012 issued to J.T. Dixon Sr for the City Beverage group development on Roanoke Island. The original CUP was issued in February 2013 by the Dare County Board of Commissioners for the construction of a 10,800 square foot storage building. This amendment is for the construction of two additional mini storage warehouses.

On December 12, 2016 the Dare County Planning Board reviewed the proposed amendment and recommended approval of the amendment.

The following conditions shall be added to the original conditional use permit authorized by Dare County :

1. Two additional mini storage warehouses shall be constructed with associated site improvements. One building shall consist of 19,800 square feet and the second building shall consist of 4,500square feet.
2. A Dare County building permit for the first phase shall be secured within three (3) years of the date of approval of this CUP amendment.
3. The building shall be used for storage. The buildings shall not be used for residential, retail, office or other commercial uses. Approval from the Dare County Airport Authority shall be secured before a building permit can be issued. An as-built site plan shall be submitted to Dare County at completion of each of the proposed structures.
4. Additional lighting fixtures shall be installed similar to existing fixtures on site.
5. All fencing new and existing shall be compliant with Dare County Code and prior conditions set forth in CUP 5-2012
6. All other terms and conditions as set forth in CUP 5-2012 remain in effect.

This 6th day of March 2017

SEAL:

COUNTY OF DARE

By: _____
Robert L Woodard
Dare County Board of Commissioners

ATTEST:

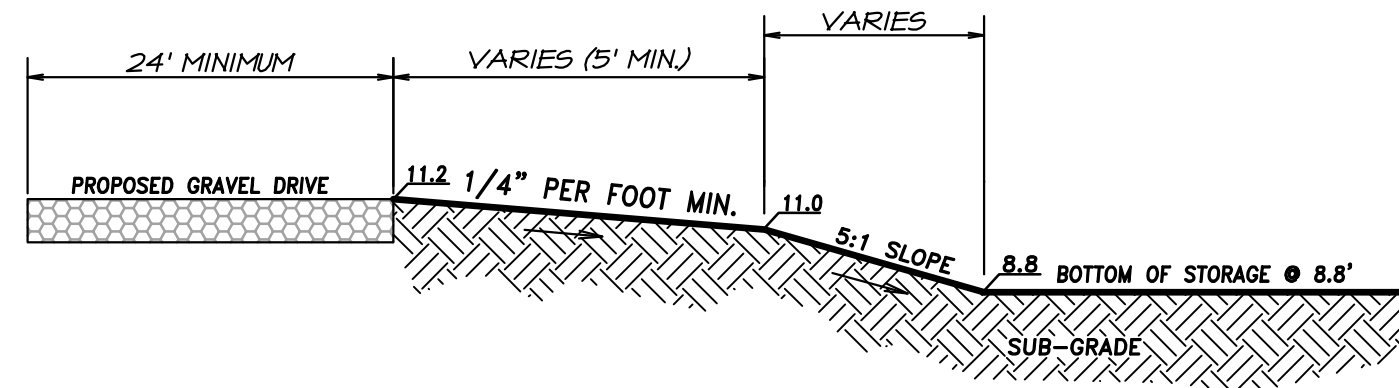
By: _____
Gary Gross
Clerk to the Board

THIS PERMIT AND THE CONDITIONS HEREIN ARE ACCEPTED

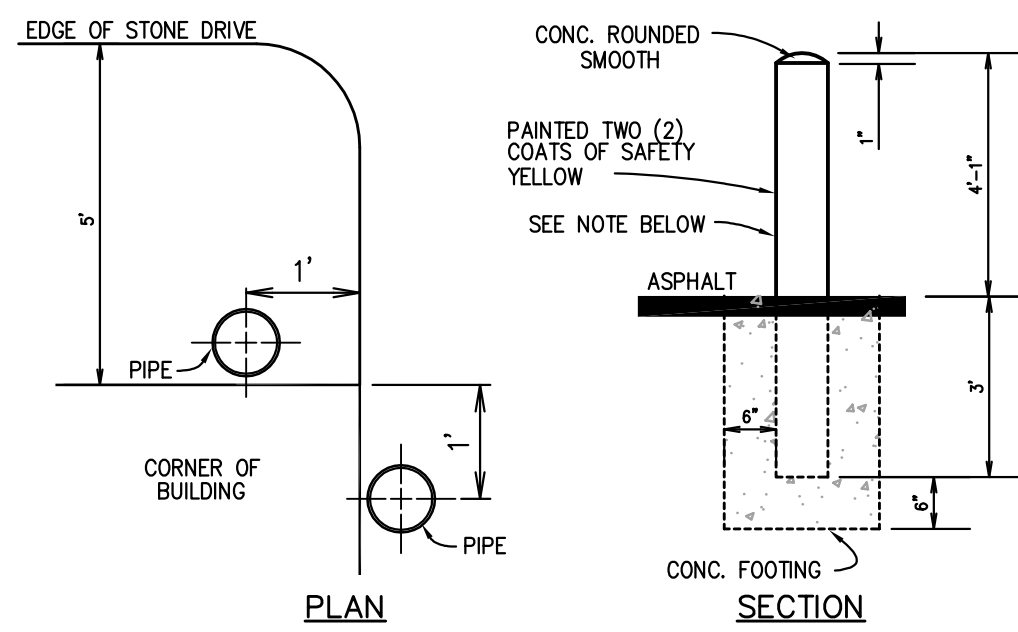
By: _____
J.T. Dixon for City Beverage Co.

APPROVED AS TO LEGAL FORM

By: _____
Robert L. Outten
County Attorney



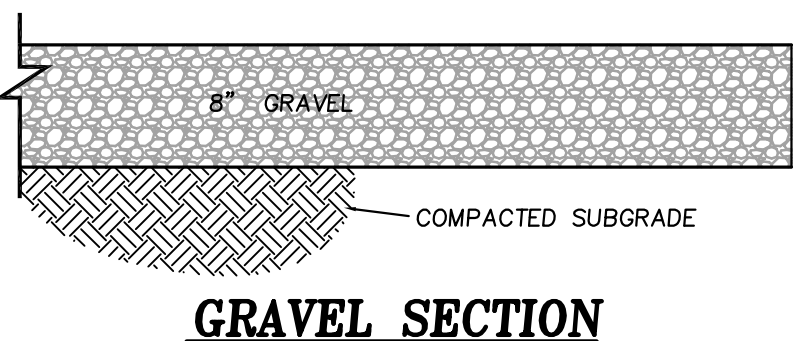
TYPICAL GRADING CROSS SECTION
N.T.S.



BOLLARD DETAIL
INSTALL NEAR DUMPSTER PAD
N.T.S.

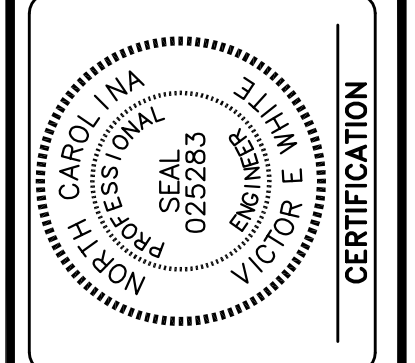
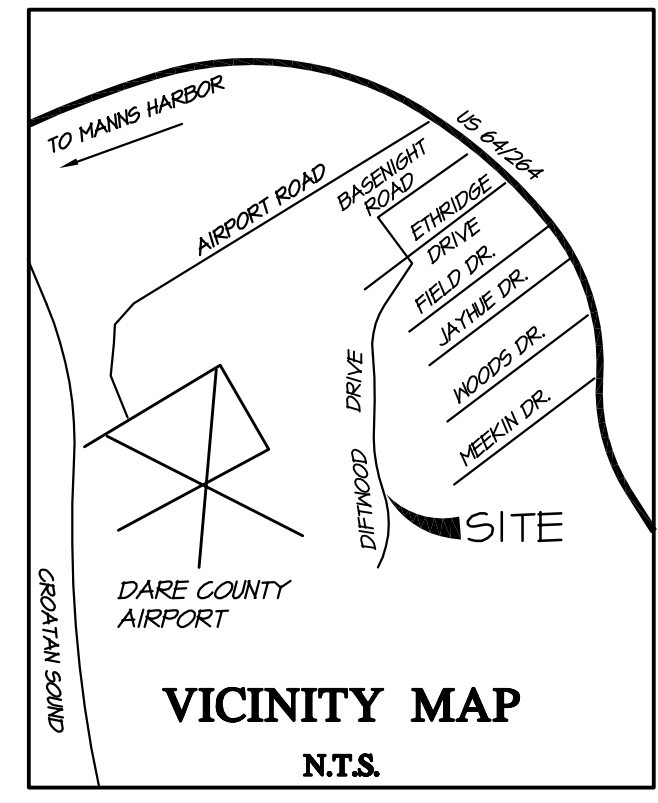
NOTE:
THE DATA GIVEN ON THESE PLANS IS BELIEVED TO BE ACCURATE, BUT THE ACCURACY IS NOT GUARANTEED. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL LEVELS, LOCATIONS, TYPES, AND DIMENSIONS OF THE EXISTING UTILITIES PRIOR TO CONSTRUCTION. IF A DISCREPANCY IS FOUND, WORK SHALL CEASE AND THE ENGINEER NOTIFIED. WORK MAY CONTINUE UPON ENGINEER'S NOTICE TO PROCEED.

**NORTH CAROLINA
ONE CALL CENTER**
CALL BEFORE YOU DIG!
800-632-4949
WWW.NCOC.CC.ORG



SITE DATA

PROPOSED BUILDINGS	24,300 SF.
PROPOSED GRAVEL DRIVE	18,058 SF.
PROPOSED CONCRETE	3,697 SF.
EXISTING:	
EXISTING BUILDINGS	26,077 SF.
EXISTING GRAVEL DRIVE	42,246 SF.
EXISTING CONCRETE	2,882 SF.
TOTAL COVERAGE (COUNTY)	56,956 SF.
TOTAL COVERAGE (NCDE&NR)	117,260 SF.
TOTAL PARCEL AREA	231,523 SF. (5.32 AC.)
TOTAL IMPERVIOUS COVERAGE (COUNTY)	24.60 %
TOTAL IMPERVIOUS COVERAGE (NCDE&NR)	50.65 %



NO.	DATE	DESCRIPTION
1	12/19/16	REVISED PER PLANNING BOARD, STAFF & FIRE MARSHALL COMMENTS
2	1/25/17	REVISED PER AIRPORT AUTHORITY DIRECTOR MEETING 1/24/17
3	2/22/17	REVISED PER AIRPORT AUTHORITY BOARD MEETING 1/25/17 (FINAL)

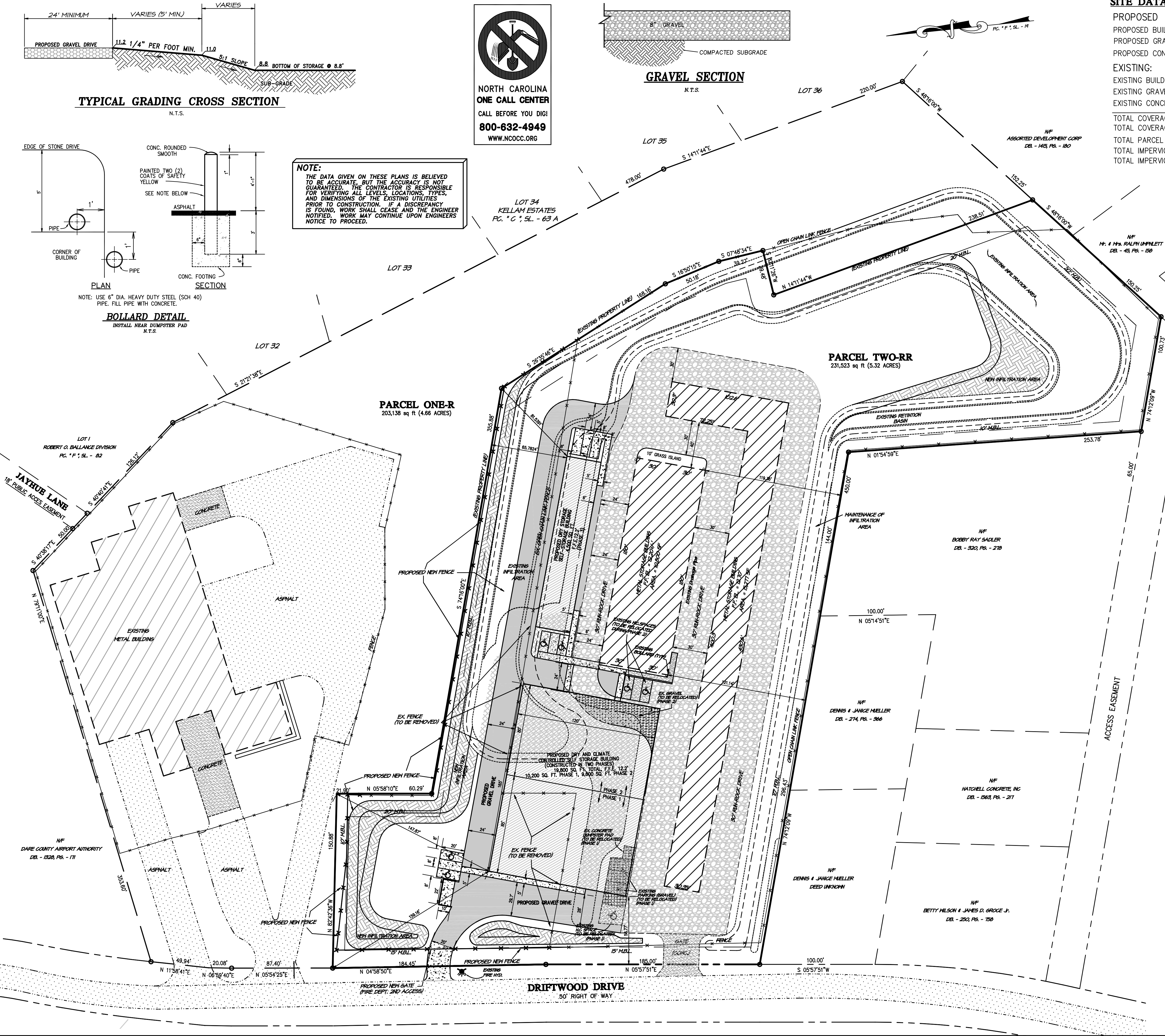
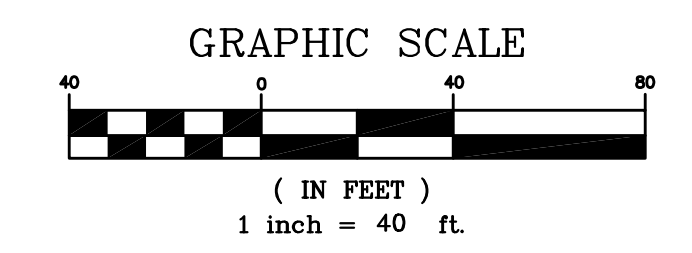
LEGEND

- EXISTING GRAVEL
- EXISTING CONCRETE
- EXISTING BUILDING
- PROPOSED GRAVEL
- PROPOSED CONCRETE
- PROPOSED BUILDING
- EXISTING GRAVEL TO BE REMOVED
- EXISTING INFILTRATION AREA TO BE FILLED
- NEW PROPOSED INFILTRATION AREA

NOTES

- OWNERS/DEVELOPERS: CITY BEVERAGE COMPANY
c/o JIMMY DIXON SR.
1471 WEEKSVILLE ROAD
ELIZABETH CITY, NC 27909

SITE ADDRESS: 1099 DRIFTWOOD DRIVE
MANTEO, NC 27954
- RECORDED REFERENCE: RECONFIGURATION OF LOTS
FOR CITY BEVERAGE CO.
PC. "F" SL - 19
PIN# PARCEL ONE-R = 11987012977191
PIN# PARCEL TWO-R = 11987012967821
- SITE ZONING: I-1
- SITE DATA: LOT AREA - 232,500 SQ. FT. (5.34 ACRES)
ALLOWABLE COVER: 35.0%
- PROPERTY IS LOCATED IN A F.I.R.M. ZONE X
ZONE SUBJECT TO CHANGE BY FEMA.
- PROJECT SCOPE: THIS PLAN PROPOSES THE CONSTRUCTION
OF TWO ADDITIONAL SINGLE STORY STORAGE BUILDINGS, AND
ASSOCIATED PARKING, GRADING, AND STORMWATER MEASURES.
DEVELOPMENT IS PROPOSED TO BE PHASED.
- BOUNDARY AND TOPOGRAPHICAL DATA FROM SURVEY BY:
A) W.M. MEEKINS JR. & ASSOCIATES, INC., DATE PLATTED 07/08/09
PLAT ENTITLED:
"RECONFIGURATION OF A TWO PARCEL DIVISION ROANOKE ISLAND"
B) STYONS SURVEYING SERVICES, P.A., DATE PLATTED 10/13/16
PLAT ENTITLED:
"PARCEL TWO-RR, A RECOMBINATION PARCEL TWO-R AND ADJOINING
PROPERTY AT 1107 DRIFTWOOD DRIVE, D.B. 211, PG.803".
- EXISTING STORMWATER MANAGEMENT PLAN SW7031012 SHALL BE MODIFIED
PRIOR TO DEVELOPMENT. NO ADDITIONAL IMPERVIOUS SURFACE SHALL BE
CONSTRUCTED UNTIL APPROVAL OF THE STORMWATER MANAGEMENT PLAN
BY NCDENR, DIVISION OF WATER QUALITY.
- SOIL EROSION AND SEDIMENTATION CONTROL PLAN IS REQUIRED FOR THIS
PROJECT. NO LAND DISTURBING ACTIVITIES SHALL TAKE PLACE UNTIL
A PERMIT IS ISSUED BY NCDER, DIVISION OF WATER QUALITY



SITE AND GRADING PLAN

PROPOSED ADDITIONAL STORAGE UNITS

CITY BEVERAGE COMPANY
DARE COUNTY NORTH CAROLINA
Roanoke Island

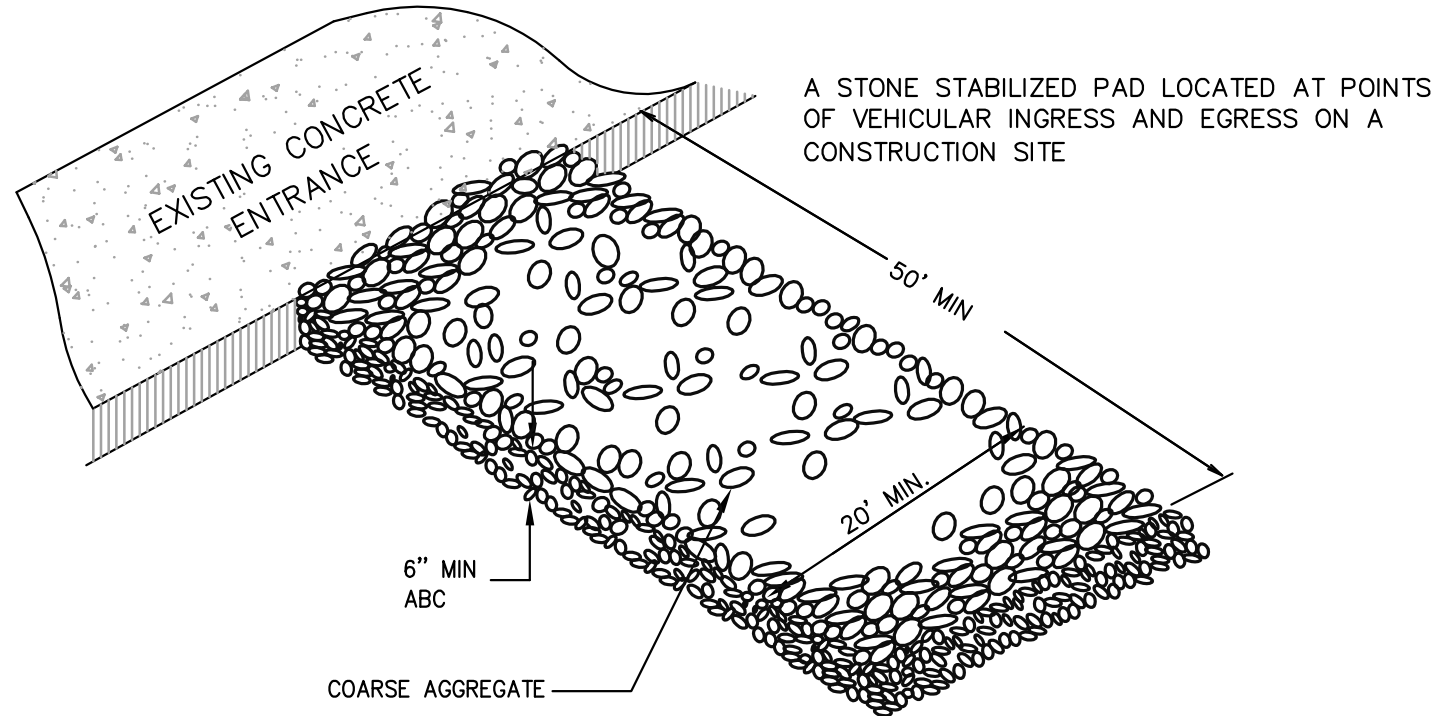
LANDMARK ENGINEERING & ENVIRONMENTAL, P.C.
CIVIL, ENVIRONMENTAL & GEOTECHNICAL ENGINEERING SERVICES
MAILING: P.O. Box 1190 • 60th. Hwy., NC 27949 • PHONE: (252) 255-0992 FAX: (252) 255-0992 EMAIL: victor@landmarkeng.net

Project #	P12003.2
Designed By:	VEW
Drawn By:	VEW
Checked By:	VEW
Issued Date:	11/15/16

SHEET NO.
C1
OF 2 SHEETS

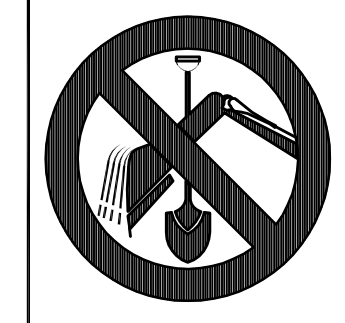
SOIL EROSION & SEDIMENT CONTROL PLAN NOTES:

- OBTAIN PLAN APPROVAL AND OTHER APPLICABLE PERMITS.
- FLAG AND/OR ROUGH STAKE WORK LIMITS.
- HOLD PRECONSTRUCTION CONFERENCE (OWNER, CONTRACTOR, ENGINEER, AND APPROPRIATE GOVERNMENT OFFICIALS) AT LEAST ONE WEEK PRIOR TO START OF CONSTRUCTION ACTIVITIES.
- INSTALL SILT AND SAND FENCING @ LOCATIONS SHOWN ON PLAN
- COMPLETE CLEARING AND GRUBBING PROCEDURES.
- GRADE SITE ACCORDING TO PLAN
- ALL EROSION SEDIMENT CONTROL PRACTICES WILL BE INSPECTED WEEKLY AND AFTER HEAVY RAINFALL EVENTS, NEEDED REPAIRS WILL BE MADE IMMEDIATELY.
- NO DEBRIS WILL BE BURED ON THIS SITE.
- ALL EROSION AND SEDIMENT CONTROL, STORMWATER MANAGEMENT AND DRAINAGE DESIGN SHALL BE IN ACCORDANCE WITH THE NORTH CAROLINA SEDIMENT AND STORMWATER REGULATIONS AND WITH THE DARE COUNTY CODE.
- EXISTING UTILITIES ARE IN ACCORDANCE WITH THE BEST AVAILABLE INFORMATION. IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO CONTACT THE GOVERNING UTILITY COMPANIES (3) THREE DAYS PRIOR TO CONSTRUCTION IN ORDER TO VERIFY THE UTILITY LOCATIONS IN THE FIELD.
- THE CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO PROTECT ALL EXISTING UTILITIES AND MAINTAIN UNINTERRUPTED SERVICE, ANY AND ALL DAMAGES DONE TO THEM DUE TO HIS NEGLIGENCE SHALL BE IMMEDIATELY AND COMPLETELY REPAIRED AT HIS EXPENSE.
- THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL APPLICABLE PERMITS, INSURANCE, BONDS, ETC. REQUIRED BY LOCAL, STATE AND/OR FEDERAL AGENCIES NECESSARY FOR CONSTRUCTION.
- PLAN LOCATION AND DIMENSIONS SHALL BE STRICTLY ADHERED TO UNLESS OTHERWISE DIRECTED BY THE ENGINEER.
- PROPOSED AREA TO BE DISTURBED IS 125,331 sf = 2.88 acs.
- ALL DISTURBED AREAS SHALL BE PERMANENTLY STABILIZED WITHIN THIRTY DAYS OF LAND DISTURBING ACTIVITIES. IF SAID ACTIVITIES OCCUR OUTSIDE THE PERMANENT VEGETATION SEEDING DATES (APR. 1 - SEP.30) THEN TEMPORARY VEGETATION SEEDING SPECIFICATIONS SHALL BE FOLLOWED FOR PLANTING UNTIL THE NEXT APPROPRIATE PERMANENT SEEDING PERIOD, AT WHICH TIME PERMANENT VEGETATION SHALL BE ESTABLISHED ACCORDING TO PERMANENT VEGETATION SEEDING SPECIFICATIONS (SEE PERM. & TEMP. SEEDING SPEC'S THIS SHEET.)
- IF EXCESSIVE WIND EROSION OR STORMWATER RUNOFF EROSION DEVELOPS DURING CONSTRUCTION IN ANY LOCATION ON THE PROJECT, ADDITIONAL SAND OR SILT FENCING SHALL BE INSTALLED AS DIRECTED BY ENGINEER SO AS TO PREVENT DAMAGE TO ADJACENT PROPERTY. SEE SAND AND SILT FENCE DETAIL THIS SHEET.
- SOIL EROSION AND SEDIMENTATION CONTROLS TO BE INSPECTED, MAINTAINED AND REPAIRED AS NECESSARY UNTIL PERMANENT CONTROLS ARE ESTABLISHED PER CONSTRUCTION SCHEDULE.
- STORMWATER CONVEYANCE BY SHEET FLOW DESIGN & THROUGH GRASS SWALES AND DRAIN PIPES.
- CALL FOR AS-BUILT SURVEY.



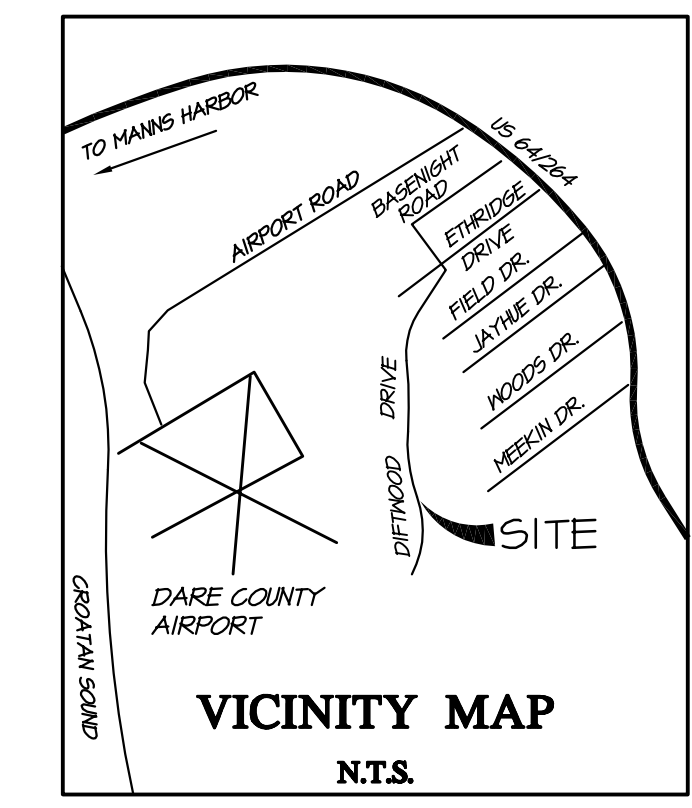
PROPOSED GRAVEL CONSTRUCTION ENTRANCE

NOTE:
THE DATA GIVEN ON THESE PLANS IS BELIEVED TO BE ACCURATE, BUT THE ACCURACY IS NOT GUARANTEED. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL LEVELS, LOCATIONS, TYPES, AND DIMENSIONS OF THE EXISTING UTILITIES PRIOR TO CONSTRUCTION. IF A DISCREPANCY IS FOUND, WORK SHALL CEASE AND THE ENGINEER NOTIFIED. WORK MAY CONTINUE UPON ENGINEERS NOTICE TO PROCEED.



GENERAL CONSTRUCTION SEQUENCE NOTES:

- COMPLY WITH SOIL EROSION & SEDIMENT CONTROL NOTES HEREON.
- INSTALL SILT FENCE AS REQUIRED PER THE INSTALLATION DETAILS ON THIS SHEET
- CONSTRUCT PROPOSED CONSTRUCTION ENTRANCE AT THE LOCATION SHOWN ON PLAN
- MODIFY EXISTING SEDIMENTATION AND INFILTRATION BASINS AND ROUGH GRADE THE SITE AS PER THE DESIGN GRADES AND LOCATION SHOWN ON THE PER PLANS.
- STOCKPILE EXCAVATED SOILS DESIGNATED FOR RE-USE IN PROPOSED SOIL STOCKPILE AREAS DEPICTED ON PLAN.
- INSTALL STORM WATER COLLECTION PIPES AND STRUCTURES
- INSTALL RIP-RAP ENERGY DISSIPATORS AT END OF PIPES AT PER SPECIFIED AT THE LOCATIONS SHOWN ON THE PLANS.
- CONSTRUCT PROPOSED BUILDING AND SITE IMPROVEMENTS PROPOSED BY THIS SITE PLAN.
- FINAL GRADE THE SITE AS PER THE DESIGN GRADES SHOWN ON THE PLANS.
- PROVIDE ALL NECESSARY SITE STABILIZATION AS PER THE SEEDING MULCHING SCHEDULE ON THIS SHEET
- COMPLY WITH SOIL EROSION & SEDIMENT CONTROL NOTES HEREON.

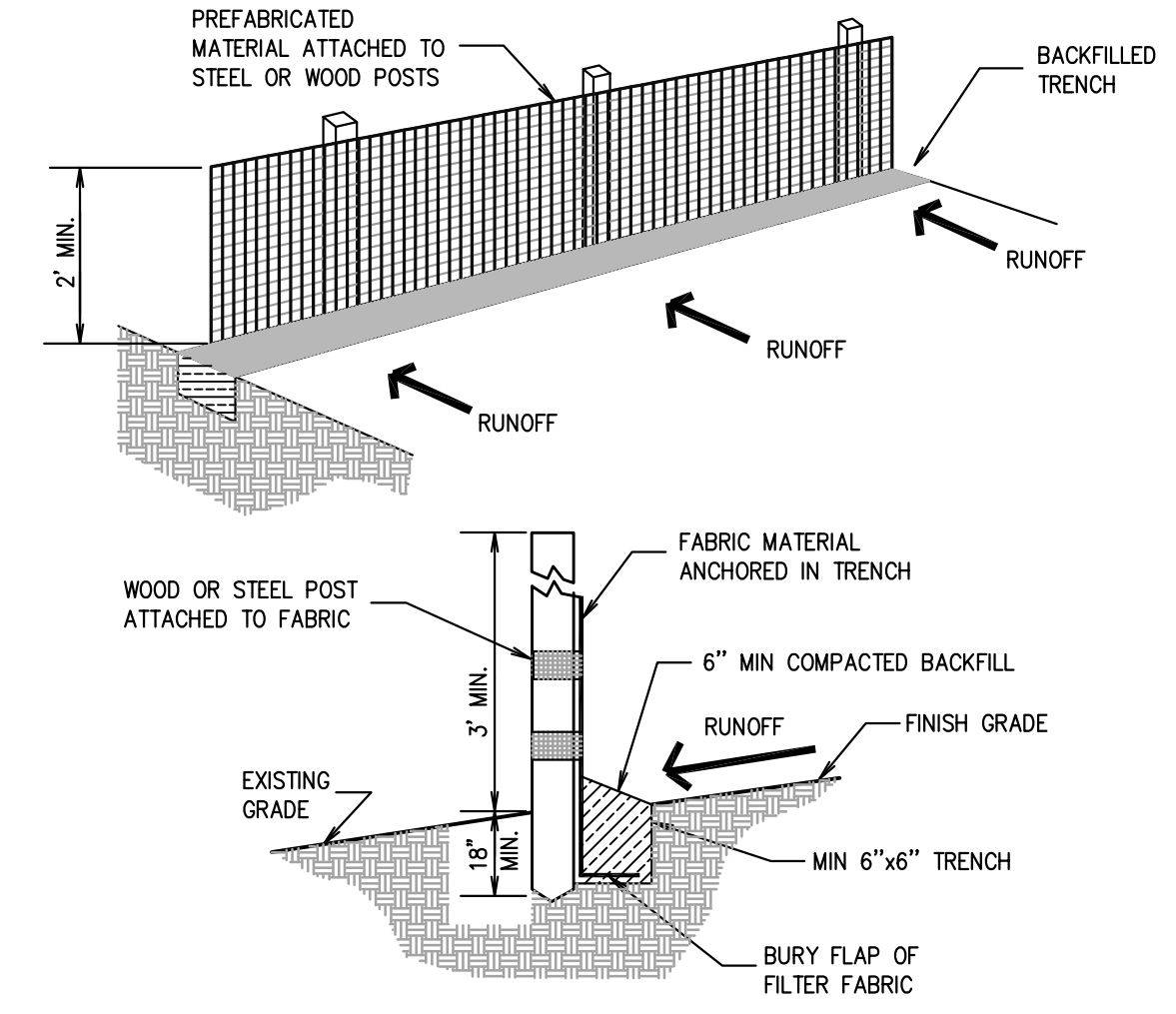


EROSION AND SEDIMENT CONTROL MAINTENANCE NOTES

- PERIODICALLY CHECK ALL GRADED AREAS AND THE SUPPORTING EROSION AND SEDIMENTATION CONTROL PRACTICES, ESPECIALLY AFTER HEAVY RAINFALLS. PROMPTLY REMOVE ALL SEDIMENT FROM DIVERSIONS AND OTHER WATER- DISPOSAL PRACTICES. IF WASHOUTS OR BREAKS OCCUR, REPAIR THEM IMMEDIATELY. PROMPT MAINTENANCE OF SMALL ERODED AREAS BEFORE THEY BECOME SIGNIFICANT GULLIES IS AN ESSENTIAL PART OF AN EFFECTIVE EROSION AND SEDIMENTATION CONTROL PLAN.
- ALL EROSION AND SEDIMENT CONTROL MAINTENANCE SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR DURING CONSTRUCTION PHASE AND THE PROPERTY OWNER THEREAFTER.
- PROVIDE A GROUND COVER (TEMPORARY OR PERMANENT) ON EXPOSED SLOPES WITHIN 21 CALENDAR DAYS FOLLOWING COMPLETION OF ANY PHASE OF GRADING, AND A PERMANENT GROUND COVER FOR ALL DISTURBED AREAS WITHIN 15 WORKING DAYS OR 90 CALENDAR DAYS (WHICHEVER IS SHORTER) FOLLOWING COMPLETION OF CONSTRUCTION OR DEVELOPMENT.

NOTES:

- SILT FENCE SHALL BE INSTALLED BEFORE ANY EARTH REMOVAL OR EXCAVATION TAKES PLACE.
- SET POSTS MAXIMUM 6 FEET ON CENTER AND EXCAVATE 6"x6" TRENCH UPSLOPE ALONG THE LINE OF POSTS.
- ATTACH FILTER FABRIC TO POSTS AND EXTEND IT INTO TRENCH. BACKFILL AND COMPACT EXCAVATED SOIL.



SILT FENCE DETAIL

N.T.S.

ALL DISTURBED AREAS SHALL BE SEEDING AND MULCHED ACCORDING TO THE FOLLOWING SPECIFICATIONS:

PERMANENT VEGETATION

SEEDING DATES: APRIL 1 - SEPT 30

SEED MIXTURE	APPLICATION RATES/ACRE
BHAMA	50 LBS.
COMMON BERMUDA (HULLLED)	50 LBS.
GERMAN MILLETT	15 LBS.
FESCUE	20 LBS.

FERTILIZER
26-13-13 @ 500 LB/ACRE

MULCH
APPLY 4,000 LB/ACRE STRAW, ANCHOR STRAW BY TACKLING WITH ASPHALT, NETTING OR A MULCH ANCHORING TOOL. A DISK WITH BLADES SET NEARLY STRAIGHT CAN BE USED AS A MULCH ANCHORING TOOL.

BEACH GRASS
SPRIG AT 6' O.C.

TEMPORARY VEGETATION

SEEDING DATES: OCT. 1 - MARCH 31

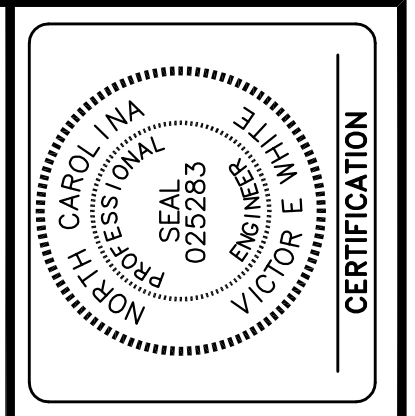
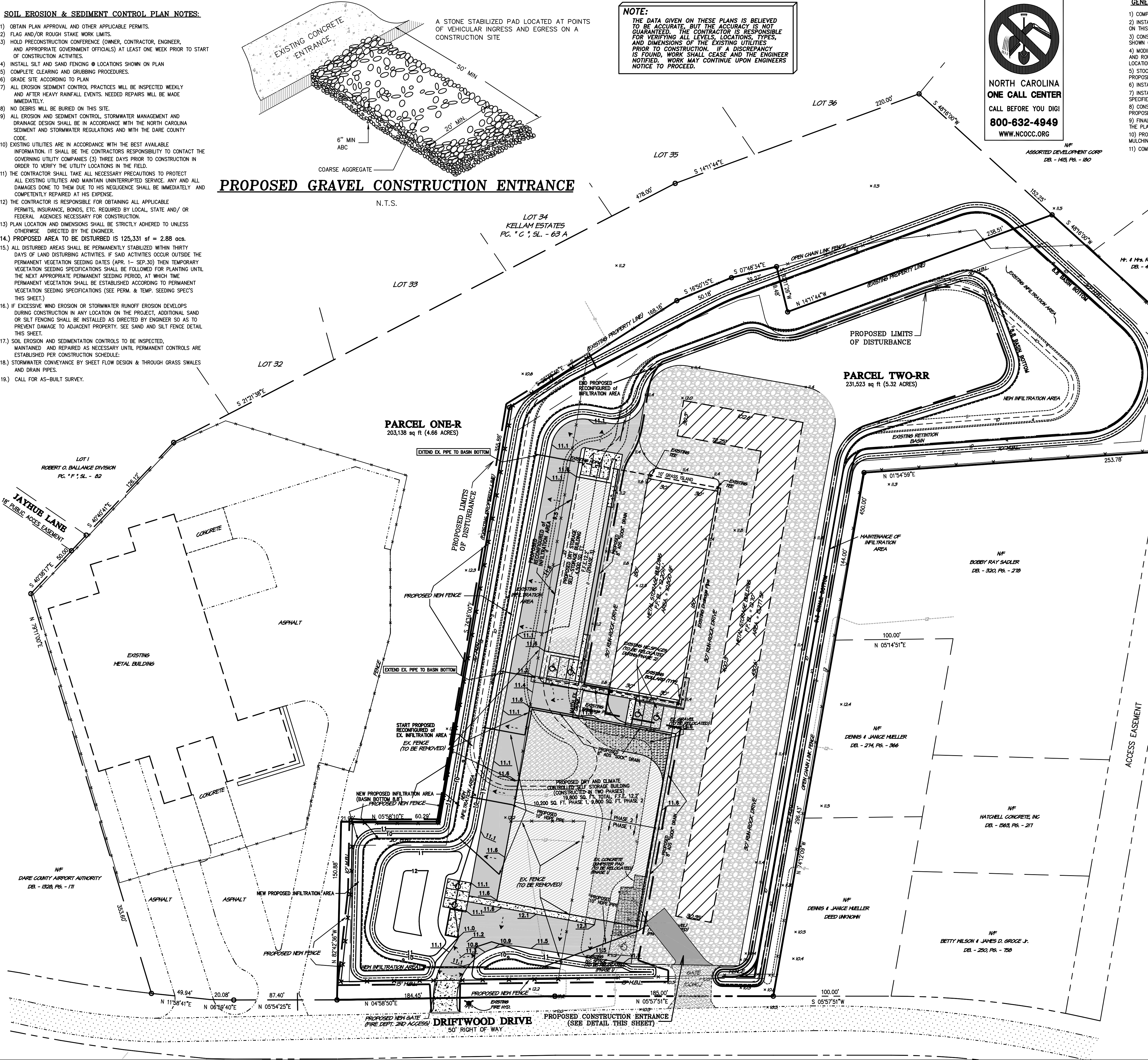
SEED MIXTURE	APPLICATION RATES/ACRE
RYE GRASS	175 LBS.

FERTILIZER
10-10-10 @ 1000 LB/ACRE

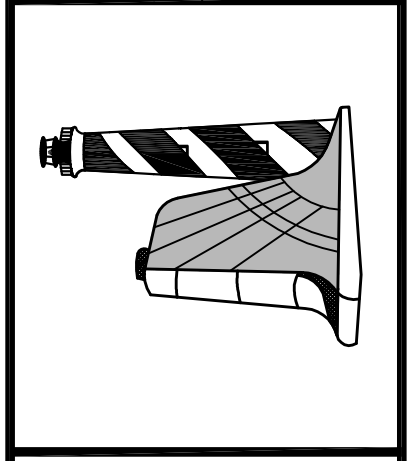
MULCH
APPLY 4,000 LB/ACRE STRAW, ANCHOR STRAW BY TACKLING WITH ASPHALT, NETTING OR A MULCH ANCHORING TOOL. A DISK WITH BLADES SET NEARLY STRAIGHT CAN BE USED AS A MULCH ANCHORING TOOL.

GENERAL:
- FERTILIZER RATES SHOWN ARE GENERAL RECOMMENDATIONS; FREQUENCY AND AMOUNT OF FERTILIZATION CAN BEST BE DETERMINED THROUGH SITE SPECIFIC SOIL TESTING.
- SATISFACTORY STABILIZATION AND EROSION CONTROL REQUIRES A COMPLETE VEGETATIVE COVER EVEN SMALL BREAKS IN VEGETATIVE COVER CAN EXPAND RAPIDLY IF LEFT UNATTENDED. A SINGLE HEAVY RAIN IS OFTEN SUFFICIENT TO GREATLY ENLARGE BARE SPOTS, AND THE LONGER REPAIRS ARE DELAYED THE MORE COSTLY THEY BECOME. PROMPT ACTION WILL KEEP SEDIMENT LOSS AND REPAIR COST DOWN. NEW SEEDLINGS SHOULD BE INSPECTED FREQUENTLY AND MAINTENANCE PERFORMED AS NEEDED. IF RILLS AND GULLS DEVELOP THEY MUST BE FILLED, RE-SEED, AND MULCHED AS SOON AS POSSIBLE. DIVERSIONS MAY BE NEEDED UNTIL NEW PLANTS TAKE HOLD.
MAINTENANCE REQUIREMENTS EXTEND BEYOND THE SEEDING PHASE.
WEAK OR DAMAGED POSTS MUST BE REIMLED, FERTILIZED, MULCHED AND RE-SEED AS PROMPTLY AS POSSIBLE. RE-FERTILIZATION MAY BE NEEDED TO MAINTAIN PRODUCTIVE STANDS.

GRAPHIC SCALE
(IN FEET)
1 inch = 40 ft.



NO.	DATE	DESCRIPTION
1	12/19/16	REVISED PER PLANNING BOARD, STAFF & FIRE MARSHALL COMMENTS
2	2/21/17	REVISED PER AIRPORT AUTHORITY BOARD MEETING 1/25/17 (FINAL)



PROPOSED ADDITIONAL STORAGE UNITS

CITY BEVERAGE COMPANY
DARE COUNTY NORTH CAROLINA
Rooftop Island

LANDMARK ENGINEERING & ENVIRONMENTAL, P.C.
CIVIL, ENVIRONMENTAL & GEOTECHNICAL ENGINEERING SERVICES
MAILING: P.O. Box 1190 • City, Havelock, NC 27849 • PHONE: (252) 255-0982 • FAX: (252) 255-0982 • EMAIL: victor@landmarkeng.com

Project # P12003.2
Designed By: VEW
Drawn By: VEW
Checked By: VEW
Issued Date: 11/15/16

SHEET NO. **C2**
OF 2 SHEETS



Preliminary Flood Maps- Staff Presentation

Description

At the January 17, 2017 Board meeting, I made a Power Point presentation on the preliminary flood maps. As part of the discussion, the Board instructed me to solicit input from local stakeholders and the towns. On March 6 I will report the results of the meetings I held with the various groups and offer suggested actions for the Board to consider regarding the appeal of the maps and other measures. I have included a copy of the different alterantives that were discussed with the groups with this cover sheet and Power Point presentation.

Board Action Requested

Directions to staff on appeal of maps and other measures

Item Presenter

Donna Creef

Preliminary Flood Maps

Dare County

Board of Commissioners

March 6, 2017



January 17 Staff Instructions

- Invite Spencer Rogers from Sea Grant for presentation.
- Meet with PPI Committee for feedback on preliminary maps and local options.
- Meet with local towns to see what options they are considering.
- Meet with surveyors/engineers for feedback.
- Submit FEMA mitigation elevation grant application.

Follow-Up Actions

- Spencer Rogers from Sea Grant made presentation at February 6 DCBC meeting.
- Identified concerns about map changes especially Shaded X and X zones along oceanfront.
- Potential loss of “grandfathering” of policies as a result of future map changes resulting in substantial insurance rate increases for property owners.

Rogers' Recommendations

- Encourage FEMA to develop more accurate mapping models for future flood maps.
- Local adoption of flood maps as minimum standards for NFIP participation and for insurance rating purposes.
- Consider local standards for regulatory purposes—use 2006 maps or some other new standards.
- Local standards would address compliance with future maps.

Possible Map Actions

- Coordinated CRS activities with towns.
- Appeal preliminary maps.
- Adopt preliminary maps for insurance rating purposes and regulatory purposes.
- Increase freeboard for AE and AO zones, no regulations for new Shaded X and X zones.
- Use 2006 maps for regulatory purposes.
- Identify a local flood elevation (LFE) for regulatory purposes in all zones including Shaded X and X zones.

PPI Committee

- PPI Committee Meeting on 1-31-2017 includes stakeholders from building, insurance, finance, and real estate communities.
- PPI was supportive of coordinated CRS outreach activities advocating importance of flood insurance.
- Group stressed that education is a key component – flood maps represent 1% annual flood hazard, not all storms or rain events.

PPI Committee

- Consensus was to not file appeal of maps.
- Supportive of regulations for new construction and existing structures to ensure continued mitigation of flood risks.
- Favored development of uniform local flood elevation (LFE) for use in all AE, AO, Shaded X and X zones. Advocating use by all local govts.
- LFE option preferred over use of 2006 maps.

Response From Towns

- Met with representatives of town planning departments on February 9, 2017.
- Supportive of coordinated CRS outreach activities.
- Although no official action taken, appeal of maps seems unlikely.
- Shared regulatory options with towns.
- Positive response to concept of local flood elevation versus use of 2006 maps.

Surveyors/Engineers

- Met with surveyors/engineers on February 16.
- Regulatory options discussed by group.
- Group acknowledged that appeal was not the best option.
- Consensus for regulatory effort – general support for local flood elevation versus continued use of 2006 maps.
- Will work with planners on effort to evaluate and identify elevation points.

FEMA Mitigation Grants

- Meeting held in Buxton on February 16 – approximately 40 people.
- Meeting held in Manteo on February 22 – approximately 15 people.
- Application deadline March 31 ,2017.
- Jenny Jones to present information on grant application on March 6, 2017.

Possible Map Actions

- Devise coordinated awareness campaign.
- Appeal preliminary maps.
- Adopt preliminary maps for insurance rating purposes and regulatory purposes.
- Increase freeboard for AE and AO zones, no regulations for Shaded X and X zones.
- Use 2006 maps for regulatory purposes.
- Identify a local flood elevation (LFE) for regulatory purposes in all zones including Shaded X and X zones.

Appeal of Maps

- Consensus of feedback from all groups was not supportive of appeal.
- Appeal must be based on scientific and technical data. Substantial engineering costs associated with appeal.
- Coastal flood modeling used by FEMA would result in same or similar map product.
- Can submit comments on street addressing issue and need for FEMA to update models for future maps.

2006 Maps

- Some areas on preliminary maps are acceptable.
- Large number of different flood zones within neighborhoods on 2006 maps.
- VE zones along estuarine shoreline.
- Use and administration cumbersome for local stakeholders, property owners, and staff.

Local Flood Elevation

- Support of LFE concept from stakeholders.
- Details of LFE standard would be developed with input of stakeholders, towns and surveying/engineering community.
- Review of historical flood levels and elevation points.
- Administration of LFE would be less cumbersome than 2006 maps for both public and private sector.

VILLAGE	2006 Effective Maps	Preliminary Maps
RWS	AE8, AE9, VE9, VE11, Shaded X (small area)	AO1-2, AE4, AE5, VE10, X, Shaded X
Avon	AE8, AE9, VE9, VE10	AE4, X, Shaded X
Buxton	AE6, AE7, AE8, AE9, AE10, VE 10 VE 11, X, Shaded X	AE6, VE10, VE 11, X, Shaded X
Frisco	AE 6, AE7, AE8, AE9, VE8, VE9, VE10, X, Shaded X	AE6, X, Shaded X
Hatteras	AE7, AE8, AE9, VE8, VE10, Sh X	AO2, AE3, AE4, VE 10, X, Sh X
Manteo Out	AE7, AE8, VE10, X, Shaded X	AE4, X, Shaded X
Wanchese	AE8, AE9, AE10, VE 11, Sh X	AE4, AE6, X, Sh X, VE on islands
MH/Mashoes	AE5, AE6, VE8, X, Shaded X	AE4, X, Shaded X
East Lake	AE4	AE3, AE4, X, Shaded X
Stumpy Point	AE3, AE4, AE5, Shaded X	AE4, AE5, Shaded X
Colington	AE8, Shaded X	AE4, X, Shaded X
Martin's Point	AE7, Shaded X	AE4, AE5, X, Shaded X

Next Steps

- Direction to staff on appeal.
- Continue to work with Towns to develop community-wide CRS campaign on flood insurance and targeted map risks.
- Move forward on development of local flood elevation for consideration by DCBC as part of updates to Flood Ordinance.
- Submission of FEMA mitigation grant.

ALTERNATIVES FOR DISCUSSION

1. Expand use of property owner flood hazard disclosure forms as part of construction permitting process to include all new construction and not just properties in AE and VE flood zones.
2. Continue to require recordation of non-conversion agreement for enclosed areas located below regulatory flood elevation.
3. Appeal preliminary maps.
4. Adopt preliminary maps for both insurance rating and regulatory purposes with no adjustments to freeboard requirements except to extend 1-foot freeboard to AO zones.
5. Adopt preliminary maps for insurance rating purposes and regulatory purposes with adjustments to increase current freeboard requirements in AE zones and AO zones to make freeboard comparable to 2006 elevation points. No regulations for Shaded X and X zones.
6. Adopt preliminary maps for insurance rating purposes but rely on 2006 FIRMs and preliminary maps for regulatory purposes, whichever map is more restrictive. For CRS purposes this would be considered a higher regulatory standard. Use of 2006 maps for regulatory purposes could be selectively applied to geographic areas of unincorporated Dare County if desired. Enforcement of this alternative would be challenging for staff and local surveying community.
7. Adopt preliminary maps for insurance rating purposes. For regulatory purposes, map boundaries and a local flood elevation (LFE) would be identified and adopted for use in all AE, AO, Shaded X and X zones. VE zones would be regulated according to preliminary maps. A freeboard requirement for any AE and AO zone would apply that is comparable to the same LFE height as established for the Shaded X and X zones. For example, if 7 feet was identified as the elevation height and the natural grade in an X zone was 5 feet, then the first floor would need to be elevated to 7 feet. An AE 6 zone would have a 1-foot freeboard to reach 7 feet. The AE 4 would have a 3-foot freeboard to reach 7 feet. This LFE would apply unless the natural grade meets or exceeds the LFE height. Parking, access and storage limitations would apply for any enclosed areas below the LFE height. Flood vents would be required in the AE and AO areas on preliminary maps but not in Shaded X and X zones. Surveyors could certify the elevation in Shaded X and X zones on a template form. The LFE could be one standard applied uniformly throughout unincorporated Dare County based on review of 2006 FIRM AE and other data sources. Or varying LFEs could be identified for use in different geographic areas. The one standard applied throughout unincorporated Dare would be better for enforcement and administration purposes but may not be possible due to topographical situations.



HMGP Elevation Grant -- Authorization to Request Funding

Description

The State of North Carolina has notified Dare County that FEMA mitigation funds will be available for HMGP elevation grants. Dare County has been successful over the past two decades in securing grant funds and just completed the elevation of homes funded after Hurricane Irene. The latest funding is from Hurricane Matthew disaster recovery funds. Two public meetings were recently held to solicit applications from interested residents. I am in the process of compiling these applications. The submission deadline is March 31, 2017. In order to submit the request, Board approval is needed. Additionally, I have attached a set of guidelines for use in the evaluation of local applications. Any motion to authorize staff to request grant funding should include approval of the guidelines. If Dare County receives grant funds, additional approval from the Board will be needed to accept the funds.

Board Action Requested

Motion to authorize staff to request FEMA mitigation grant funding and to approve the guidelines.
"I move that a request for HMP mitigation grant funds be submitted to the State and that the guidelines prepared by staff be approved for use in evaluation of the applications

Item Presenter

Jenny Gray Jones, Grant Administrator

Approved guidelines for Dare County Hurricane Recovery Mitigation Projects (Elevation Projects)

Since 1997 after Hurricane Bonnie, Dare County has been actively engaged in FEMA / HMGP – Elevation Projects to assist our permanent full time residents in seeking grants that would assist in elevating their personal residences.

Dare County has always required our applicants for the grants to be permanent residents in single family homes. No manufactured housing units (constructed to HUD standards)are permitted under these grants as part of the project is to extend the life of these structures an additional 30-50 years of life once elevated.

There can be no income producing portion to these structures (no apartments, rental rooms, home businesses, etc)

When applying for this assistance, two forms of identification is required that will substantially link the applicant (permanent resident) to the physical location of the structure described in the application. Suggestive forms are NC driver’s license and voter registration.

No secondary homes, no rental properties, no manufactured homes and no homes that are on piling foundations with enclosures used for other purposes than parking and limited storage and that do not comply with floodplain regulations will be considered as eligible properties to submit under the elevation grants

These are the basic requirements for eligibility that has been applied to all of the FEMA/HMGP elevation projects over the past twenty years and will continue to be the guidelines for new grants. Dare County has had a successful history of elevation projects with results of approximately one hundred permanent residences elevated in unincorporated Dare during this period.



Reverse Prior Budget Amendment for Series 2017 Water Revenue Refunding Bonds

Description

Please see the attached Item Summary.

Board Action Requested

Reverse the attached budget amendment adopted on 10/17/2016.

Item Presenter

David Clawson, Finance Director

Item Summary: Reverse Prior Budget Amendment for Series 2017 Water Revenue Refunding Bonds

Last September and October the Board approved all documents and adopted a budget amendment for the sale of the Series 2016 (since changed to S2017) Water Revenue Refunding Bonds. That budget amendment is attached.

The sale was delayed from the 10/24/2016 sale date due to deteriorating savings levels and growing negative arbitrage. Those numbers have continued to deteriorate with December and January interest rate movements against the refunding.

DEC and Associates, the County's Financial Advisor, recommends three measures be considered in order to sale any refunding bonds:

1. Net present value savings greater than 5% - This measure peaked in August at 9.46% and now has declined to 3.19%.
2. Average annual debt service savings of \$100,000 – This measure peaked in August at \$112,857 and now has declined to \$42,830.
3. Escrow negative arbitrage ratio to savings of 33% or less - This measure's lowest point was also in August at 50.50% and has now risen to 135.74%.

The history of these benchmarks is shown on the second attachment.

All bond documents have been prepared and approved by the Board and by the Local Government Commission. Our underwriter, Piper Jaffray, will continue to monitor projected results and when they move back in the County's favor the only actions needed will be to update the preliminary official statement, finish the debt ratings, and schedule a sale date with the Local Government Commission. More favorable results to make the refunding possible may occur as the escrow period shortens as we move closer to the call dates of 12/1/2019 and 2/1/2021.

A budget amendment for the sale was adopted by the Board on 10/17/2016 and is attached. The Board is requested to reverse that budget amendment since the bond sale is unlikely to occur before June 30, 2017.

DARE COUNTY

BUDGET AMENDMENT

F/Y 2016-2017

ACCOUNT	CODE			INCREASE	DECREASE
	Org	Object	Project		
Department:					
Water Fund					
Revenues:					
Revenue bond proceeds	363800	470505	38008	\$28,144,210	
Expenditures:					
Costs of Issuance	364817	545300	38008	\$434,006	
Payment to escrow agent	364817	546300	38008	\$27,710,204	

Explanation:

To establish a preliminary, pre-sale budget for the Series 2016 Water Refunding Revenue Bonds. Based upon numbers run dated 9/14/2016. Amounts will be amended to actual after the sale on 10/24/2016.

Approved by:

Board of Commissioners:



Date: 10/17/16

County Manager:



Date: 10/17/16

(sign in red)

Finance only:

Date entered: _____

Entered by: _____

Reference number: _____

**Dare NC Utilities System Revenue Bonds Refunding - Series 2017
Refunding Tracking**

Date	Gross Savings	NPV Savings	NPV %	Negative Arbitrage	Targets per Financial Advisor		
					5%	\$100,000	33%
					NPV above 5%	Ave. Annual Savings	Neg Arb to Gross Savings
12/10/2015	\$ 1,233,867	\$ 899,019	3.79%	\$ 1,483,110	No	\$ 48,000	120.20%
1/7/2016	\$ 1,530,271	\$ 1,131,757	4.77%	\$ 1,462,221	No	\$ 59,000	95.55%
5/19/2016	\$ 2,287,938	\$ 1,694,390	7.14%	\$ 1,550,313	Yes	\$ 87,998	67.76%
6/29/2016	\$ 2,503,492	\$ 1,899,895	8.01%	\$ 1,703,690	Yes	\$ 96,288	68.05%
8/26/2016	\$ 2,934,290	\$ 2,244,111	9.46%	\$ 1,481,739	Yes	\$ 112,857	50.50%
9/14/2016	\$ 2,676,902	\$ 2,027,388	8.55%	\$ 1,490,311	Yes	\$ 107,076	55.67%
10/17/2016	\$ 1,698,409	\$ 1,265,246	5.34%	\$ 1,616,795	Yes	\$ 67,936	95.19%
10/31/2016	\$ 1,819,002	\$ 1,348,746	5.68%	\$ 1,578,920	Yes	\$ 72,760	86.80%
1/4/2017	\$ 1,165,263	\$ 834,927	3.52%	\$ 1,381,678	No	\$ 46,611	118.57%
1/28/2017	\$ 1,049,338	\$ 757,286	3.19%	\$ 1,424,414	No	\$ 42,830	135.74%



*Amendment to Capital Project Ordinance for Regional Emergency Communications Center & Dare County
EOC Project for Budget Update as of February 9, 2017*

Description

Please see the attached item summary.

Board Action Requested

The Board is requested to adopt the amendment to the grant project ordinance and to adopt the budget amendment for the E911 Fund.

Item Presenter

David Clawson, Finance Director

Item Summary: Amendment to Capital Project Ordinance for Regional Emergency Communications Center & Dare County EOC Project for Budget Update as of February 9, 2017

Following this Item Summary are:

- Project Budget Update as of 2/9/2017 (3 pages):
 - Requested budget changes for the E911 Fund and for the project budget;
 - Schedule of technology and building changes since the 3/16/2016 budget;
 - Schedule of building changes initiated by owner;
- The E911 Fund June 30, 2016 results and fund balance (after the \$441,251 transfer to the project);
- Amendment to the Grant Project Ordinance for the changes shown on the first page of the Project Budget Update; and
- A budget amendment for the E911 Fund.

The Board is requested to update the project budget for the RECC/EOC for changes known as of 2/9/2017. (The technology and construction budget amounts were last updated 3/16/2016.)

E911 Fund: The request includes transferring an additional \$84,825 from the E911 (Special Revenue) Fund to the project budget, which is the amount of the increase in E911 eligible technology costs. That change brings the total E911 fund balance used for the project to \$525,076. The original estimate of use of E911 fund balance per the grant award was \$625,096. The original amount was reduced due to concerns about the level of State funding for E911 operations. The County Manager and Finance Director obtained a commitment on 5/12/2016 from the State E911 Director that effective 7/1/2017 the RECC operations will be funded at actual amounts (and not use the five year average formula now required). That commitment removed prior concerns about the E911 fund balance level.

Technology costs increased \$235,400 (6.59%) since the 3/16/2016 budget. Changes include:

- \$25,487 - CAD hardware & software – technology specifications failed to include hardware for E911 console positions. Dare Communications staff negotiated price down from ~\$65,000 to \$25,487.
- \$13,997 – Tower shelter – technology specifications failed to include a UPS for the shelter building (see next item). Adding a UPS required the building size to be increased.
- \$28,954 – Tower shelter UPS – technology specifications failed to include a UPS for the tower shelter.
- \$23,305 – Distributed antenna system – cost greater than consultant’s estimate and final system does not include 155 megahertz fire coverage which is being done less expensively by County staff through project Owner Costs and from the Communications operating budget.
- \$117,222 – Audio visual system – greatest portion of cost is from a County decision to go to a matrix based system. Remainder of cost is from moving from the specified 32x32 matrix to a 64x64 matrix as the 32x32 matrix would have been at full capacity at opening.
- \$11,123 – Security system – Architect specified an analog based system and County switched to a digital system.
- \$15,000 – Building cable box – technology specifications did not include the interface box. County I.T. staff negotiated down from original ~\$40,000 cost.
- \$48,326 – Backup communications system – County added E911 inter-operability.

Building costs decreased by \$176,967 (1.80%) since the 3/16/2016 budget. Changes include (will include):

- Not included in the above amount is the contractor’s (Whiting Turner) estimate of project sales tax, which must be paid to the State but then is refunded to the project/County. That estimate was \$242,404. A conservative County estimate of the final amount is \$112,404, adding \$130,000 of costs.
- The Whiting Turner construction management at risk contract included a contractor’s contingency of \$360,609. As of 2/9/2017 Whiting Turner projects that they will use none of that contingency, resulting in a contractual savings split of \$100,000 to Whiting Turner and \$260,609 to the County.
- Change order #2 at \$24,806 has been executed. Change order #3 at \$50,336 and #4 at \$8,500 are being finalized. (Change order #1 was for the establishment of the guaranteed maximum price.) Change orders #2 through #4 are for items all outside of the scope of the Whiting Turner contract.

They breakdown is as follows:

○ Items required but not included in the architect’s plans		\$15,811
○ Mission Critical technology specification exclusions		\$18,306
○ Fire Marshall changes	\$17,	173
○ Owner changes	\$32,	<u>352</u>
		\$83,642

The Board is requested to adopt the amendment to the grant project ordinance and to adopt the budget amendment for the E911 Fund.

**Dare Tyrrell Hyde Regional Emergency Communications Center
Dare Emergency Operations Center**

Budget Update as of 2/9/2017

	<u>Account Number</u>			<u>Current</u>	<u>Revised</u>	<u>Change</u>	
	<u>Org</u>	<u>Object</u>	<u>Project</u>	<u>Budget</u>	<u>Budget</u>	<u>Inc/(Dec)</u>	
<u>E911 Fund</u>							
Appropriated fund balance	213527	499900	60062	\$ -	\$ 84,825	\$ 84,825	revenue
Transfer to Cap Proj Fund	214527	596100	60062	\$ -	\$ 84,825	\$ 84,825	expenditure
<u>Capital Projects Fund</u>							
<u>Revenues:</u>							
Transfer from E911 Fund	613527	492100	60062	\$ 441,251	\$ 526,076	<u>\$ 84,825</u>	
<u>Expenditures:</u>							
<u>Technology</u>							
RECC	615527	737524	60062	\$ 2,925,672	\$ 3,010,497	\$ 84,825	
EOC	615542	737524	60062	\$ 643,285	\$ 793,860	\$ 150,575	
				<u>\$ 3,568,957</u>	<u>\$ 3,804,357</u>	<u>\$ 235,400</u>	
<u>Other Owner Costs</u>							
RECC	615527	737509	60062	\$ 276,660	\$ 283,410	\$ 6,750	
EOC	615542	737509	60062	\$ 245,340	\$ 251,325	\$ 5,985	
				<u>\$ 522,000</u>	<u>\$ 534,735</u>	<u>\$ 12,735</u>	
<u>Building</u>							
<u>Sales tax refund estimate</u>							
RECC	615527	737001	60062	\$ (128,474)	\$ (59,574)	\$ 68,900	
EOC	615542	737001	60062	\$ (113,930)	\$ (52,830)	\$ 61,100	
				<u>\$ (242,404)</u>	<u>\$ (112,404)</u>	<u>\$ 130,000</u>	
<u>Construction</u>							
RECC	615527	737500	60062	\$ 5,217,647	\$ 5,123,855	\$ (93,792)	
EOC	615542	737500	60062	\$ 4,626,970	\$ 4,543,795	\$ (83,175)	
				<u>\$ 9,844,617</u>	<u>\$ 9,667,650</u>	<u>\$ (176,967)</u>	
<u>Contingency</u>							
RECC	615527	750000	60062	\$ 127,719	\$ 66,058	\$ (61,661)	
EOC	615542	750000	60062	\$ 113,261	\$ 58,579	\$ (54,682)	
				<u>\$ 240,980</u>	<u>\$ 124,637</u>	<u>\$ (116,343)</u>	
Net change						<u>\$ 84,825</u>	

**Dare Tyrrell Hyde Regional Emergency Communications Center
Dare Emergency Operations Center**

Budget Update as of 2/9/2017

Technology Changes	3/16/2016 Budget	(Over)/ Under	
Telephone system	\$ 17,000	\$ (3,396)	
911 telephone system	\$ 513,473	\$ 1,630	Fiber to shelter building added
Motorola costs	\$ 1,587,321	\$ 20,196	Fiber to shelter building removed
CAD hardware & software	\$ 223,462	\$ (25,487)	Technology specifications missed CAD consoles
Tower & shelter	\$ 170,000	\$ (13,997)	Technology specifications shelter building too small
Net clock	\$ 12,500	\$ 12,500	In Motorola contract
E911 console workstations	\$ 196,546	\$ 13,791	Chairs paid from E911 operating budget
IT equipment & computers	\$ 58,058	\$ (2,942)	
UPS	\$ -	\$ (28,954)	Technology specifications missed shelter building UPS
Distributed antenna system	\$ 125,150	\$ (23,305)	Poor estimate
Fiber optic	\$ 88,917	\$ 3,627	
Audio visual systems	\$ 371,799	\$ (117,222)	Changed to 64x64 matrix grid
Security systems	\$ 56,370	\$ (11,123)	Building specifications used analog, switched to digital
Century Link/IP Network	\$ 85,459	\$ 506	
Charter cable box	\$ -	\$ (15,000)	Technology specifications missed
Backup communications system	\$ 30,000	\$ (48,326)	Added E911 inter-operability
Emergency Management software	\$ 26,000	\$ -	
Contingency	\$ 2,102	\$ 2,102	
		<u>\$ (235,400)</u>	

Building Changes	Original Budget	(Over)/ Under	
Estimate of sales tax refunds	\$ (242,404)	<u>\$ (130,000)</u>	Whiting Turner (WT) & Dare Co missed estimate
WT contingency in contract	\$ 360,609	\$ 360,609	
Contract savings incentive to WT	\$ -	\$ (100,000)	
Net contract savings to Dare County		<u>\$ 260,609</u>	

Change orders

#2 - complete	\$ (24,806)
#3 - pricing	\$ (50,336)
#4 - open	\$ (8,500)
	<u>\$ (83,642)</u>
Net building change	<u>\$ 176,967</u>

Change Order Detail:

Architect specification/drawing misses	\$ 15,811
MCP/technology specification misses	\$ 18,306
Fire Marshall changes	\$ 17,173
Owner changes	\$ 32,352
	<u>\$ 83,642</u>

WT Change Orders
Owner Changes

Card reader at door 145-1	\$	2,289
Move wall between rooms 155 and 156	\$	783
Central vaccum system in E911 room	\$	8,542
Additional electrical for AV system	\$	3,932
Second dedication plaque	\$	2,648
Electrical for motorized shades	\$	4,343
Water line & disposal in kitchen	\$	2,000
Third conduit for IT	\$	5,000
Door #156-2	\$	1,500
Two shower drains	\$	575
Other	\$	740
	\$	<u>32,352</u>

DARE COUNTY, NORTH CAROLINA
Emergency Telephone System Special Revenue Fund
Schedule of Revenues, Expenditures, and
Changes in Fund Balances - Budget and Actual
For the Year Ended June 30, 2016
With Comparative Actual Amounts for the Year Ended June 30, 2015

	2016			2015
	Final Budget	Actual	Variance Positive (Negative)	Actual
REVENUES				
Other taxes:				
E-911 system subscriber fees	\$ 341,885	\$ 341,885	\$ -	\$ 312,714
Investment income:				
Interest	-	2,612	-	3,967
Net increase in the fair value of investments	-	483	-	1,071
Total investment income	<u>4,600</u>	<u>3,095</u>	<u>(1,505)</u>	<u>5,038</u>
Total revenues	<u>346,485</u>	<u>344,980</u>	<u>(1,505)</u>	<u>317,752</u>
EXPENDITURES				
Public safety:				
Operating expenditures	-	190,040	-	189,030
Administration	-	7,400	-	-
Contract and professional services	-	116,711	-	117,226
Total public safety	<u>429,759</u>	<u>314,151</u>	<u>115,608</u>	<u>306,256</u>
Total expenditures	<u>429,759</u>	<u>314,151</u>	<u>115,608</u>	<u>306,256</u>
Revenues over (under) expenditures	<u>(83,274)</u>	<u>30,829</u>	<u>114,103</u>	<u>11,496</u>
OTHER FINANCING SOURCES (USES)				
Transfers to other funds:				
Capital project fund	(441,251)	(441,251)	-	-
Appropriated fund balance	524,525	-	(524,525)	-
Total other financing sources (uses)	<u>83,274</u>	<u>(441,251)</u>	<u>(524,525)</u>	<u>-</u>
Revenues and other financing sources over (under) expenditures and other financing use	<u>\$ -</u>	<u>(410,422)</u>	<u>\$ (410,422)</u>	<u>11,496</u>
Fund balance-beginning		824,527		813,031
Fund balance-ending		<u>\$ 414,105</u>		<u>\$ 824,527</u>

**County of Dare, North Carolina
Grant Project Ordinance**

**for
Dare Tyrrell Regional Emergency Communications Center and Dare Emergency Operations Center**

BE IT ORDAINED by the Board of Commissioners of the County of Dare, North Carolina that, pursuant to Section 13.2(a) of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance, originally adopted on 10/6/2014 and amended on January 20, 2015, April 6, 2015, August 3, 2015, September 21, 2015, February 1, 2016, April 4, 2016, May 16, 2016, and June 6, 2016, is hereby amended.

Section 1 The project is the Consolidated Dare, Tyrrell and Hyde Counties E911 Regional Emergency Communications Center (RECC) and Dare County Emergency Operations Center. The purpose of this amendment is to adjust the project budget for the construction changes and technology changes as of February 9, 2017.

Section 2 The following budget shall be conducted within the Capital Projects Fund (#61). The project number is 60062 and the debt project number is 98721.

Section 3 The amounts previously appropriated for the project are changed as indicated.

			<u>From</u>	<u>To</u>
Technology RECC	6155	27-737524-60062	\$2,925,672	\$3,010,497
Technology EOC	6155	42-737524-60062	\$643,285	\$793,860
Other Owner Costs RECC		615527-737509-60062	\$276,660	\$283,410
Other Owner Costs EOC		615542-737509-60062	\$245,340	\$251,325
Building Sales Tax Refund RECC		615527-737001-60062	(\$128,474)	(\$59,574)
Building Sales Tax Refund EOC		615542-737001-60062	(\$113,930)	(\$52,830)
Building Construction RECC		615527-737500-60062	\$5,217,647	\$5,123,855
Building Construction	6155	42-737500-60062	\$4,626,970	\$4,543,795
Contingency RECC	6155	27-750000-60062	\$127,719	\$66,058
Contingency EOC	6155	42-750000-60062	\$113,261	\$58,579

Section 4 The following revenues anticipated to be available to complete the project are changed as indicated.

		<u>From</u>	<u>To</u>
Transfer from E911 Fund	613090-492100-60062	\$441,251	\$526,076

Section 5 The County Manager is authorized to execute change orders and adjust this project ordinance from project contingencies for individual amounts of \$25,000 or less.

Section 6 The Finance Officer is directed to report the financial status of the project as a part of the normal monthly financial reporting process currently in place.

Section 7 Copies of this capital project ordinance shall be furnished to the Finance Officer and to the Clerk to the Board of Commissioners.

Adopted this 6th day of March 2017

Chair

man, Board of Commissioners

[SEAL] _____

Gary Gross, Clerk to the Board of Commissioners

DARE COUNTY

BUDGET AMENDMENT

F/Y 2017-2018

ACCOUNT	CODE			INCREASE	DECREASE
	Org	Object	Project		
Department:					
E911 Fund					
<u>Revenues:</u>					
Appropriated fund balance	213527	499900	60062	\$84,825	
<u>Expenditures:</u>					
Transfer to Capital Projects Fund	214527	596100	60062	\$84,825	

Explanation:

For RECC project update as of 2/9/2017. Amount equal to increase in RECC technology costs from 3/16/2016 project budget.

Approved by:

Board of Commissioners: _____

Date: _____

County Manager: _____

Date: _____

(sign in red)

Finance only:

Date entered: _____ Entered by: _____ Reference number: _____



Consent Agenda

Description

1. Approval of Minutes (02.20.17)
2. Resolution to Obtain Grant Funding from North Carolina Water Resources
3. Government Education Access Channels 2017/2018 Proposed Budget
4. Detention Center Budget Transfer
5. Tax Collector's Report

Board Action Requested

Approval

Item Presenter

County Manager, Robert Outten



Approval of Minutes

Description

The Board of Commissioners will review and approve their previous Minutes, which follow this page.

Board Action Requested

Approve Previous Minutes

Item Presenter

County Manager, Robert Outten



COUNTY OF DARE, NORTH CAROLINA

District 1: Roanoke Island & Mainland; District 2: Nags Head, Colington, Kill Devil Hills; District 3: Kitty Hawk, Southern Shores, Duck; District 4: Chicamacomico, Avon, Buxton, Frisco, Hatteras; District 5: At Large

Regularly scheduled Board meetings are videotaped and can be viewed at www.darenc.com

MINUTES

DARE COUNTY BOARD OF COMMISSIONERS MEETING

Dare County Administration Building, Manteo, NC

5:00 p.m., February 20, 2017

Commissioners present: Chairman Robert Woodard, Vice-Chairman Wally Overman
Jack Shea, Margarett Umphlett, Steve House,
Rob Ross, Danny Couch

Commissioners absent: None

Others present: County Manager/Attorney, Robert Outten
Finance Director, David Clawson

Public Information Officer, Dorothy Hester
Clerk to the Board, Gary Gross

A full and complete account of the entire Board of Commissioners meeting is archived on a video that is available for viewing on the Dare County website www.darenc.com.

Chairman Woodard called the meeting to order at 5:02 p.m. He invited Nick Hodsdon from the Unitarian Universalist Congregation of the Outer Banks to share a prayer, and then he led the Pledge of Allegiance to the flag.

Note – In order to accommodate the Public Hearings scheduled for 5:30 p.m., some agenda items were handled out of sequential order.

ITEM 1 – OPENING REMARKS – CHAIRMAN’S UPDATE

Chairman Woodard mentioned the following items during his opening remarks –

- He welcomed the Echoes of Heritage, an acapella singing group under the direction of Doris H. Creecy and asked them to perform as part of Black History Month. Chairman Woodard then presented Ms. Creecy with a certificate of appreciation for preserving the heritage of African-American spirituals.
- The Chairman provided historical background about Captain Richard Etheridge, the first African-American to command a Life-Saving station who led a crew that consisted of all African-Americans who are credited with bravely saving lives off the shores of the Outer Banks.
- NCDOT Board Member Malcolm Fearing was invited to the podium where he expressed hope that the new Pea Island Bridge might be named in honor Captain Richard Etheridge. Former Commissioner Virginia Tillett shared research she has done into the life and public service of Captain Etheridge.

- Chairman Woodard presented a resolution in support of naming the Pea Island Bridge in honor of Captain Richard Etheridge.

MOTION (Att. #5)

Commissioner Shea motioned to adopt a resolution supporting the naming of the Pea Island Bridge in honor of Captain Richard Etheridge to accompany an application to be submitted to NCDOT Board Member Malcolm Fearing.

Vice-Chairman Overman and Commissioner Umphlett seconded the motion.

VOTE: AYES unanimous

- The Stumpy Point Oyster Roast was mentioned and the Chairman commended the Outer Banks Community Foundation for their service to Dare County.
- Chairman Woodard reported that he along with Vice-Chairman Overman and Commissioner House recently attended training for elected officials offered by the UNC School of Government.
- He commented on the series of informative community meetings that have been held on the municipal beach nourishment projects.
- The Chairman encouraged everyone to attend this year's production of the Lost Colony, which will celebrate its 80th season.

A video of the Chairman's update can be seen on the County website www.darenc.com.

ITEM 2 – PUBLIC COMMENTS

The Manager outlined the procedure for making public comments in Manteo and via the video link to the Fessenden Center in Buxton. Citizen remarks can be seen in their entirety on the county website www.darenc.com. Following is a brief summary –

The following Public Comments were made in Manteo –

1. Lorelei DeBernardo presented the 2017 Citizen's Guide published by the Dare County League of Women Voters. She thanked all those who generously contributed to the project and outlined where the publication can be obtained.
2. Lin Logan on behalf of the Dare County League of Women Voters asked for time on the next Board of Commissioners agenda to present information about the Equal Rights Amendment (ERA). Ms. Logan outlined the need for the ERA.
3. Virginia Tillett commended the Board of Commissioners for doing the salary study and looking out for Dare County employees. She said she has spoken to quite a few employees who are very appreciative of their raises.

There were no Public Comments via the video link to the Fessenden Center in Buxton.

ITEM 3 – PENDING MERGER OF THE CHICAMACOMICO BANKS AND SALVO FIRE DEPARTMENTS

Dare County Fire Marshal Steve Kovacs introduced Mike Daugherty, Chief of the Chicamacomico Banks Volunteer Fire Department and Ervin Gaskins, Assistant Chief of the Salvo Volunteer Fire Department to address plans for merging the two departments that have been underway for a couple of years. They described the merits of the

merger and how it will positively impact fire insurance ratings, which will benefit property insurance rates. The timeline of the merger was discussed and it was noted that, at some point in the future, the Board will be asked to approve a new district and execute a contract with the merged entity.

ITEM 4 – DARE COUNTY SOIL & WATER BOARD QUARTERLY REPORT

Ann Daisey on behalf of the Dare County Soil and Water Conservation District provided an update on community outreach, district cost share programs, and debris cleanup efforts. She reported that State Soil and Water funds have been awarded in the amount of \$190,050 to Mainland Dare and \$117,500 to the Town of Kitty Hawk. Ms. Daisey fielded Commissioner questions about aquatic weed control and concerning bacteria counts in the Jockey’s Ridge area related to stormwater runoff.

ITEM 5 – PROPOSAL FOR CONSTRUCTION ADMINISTRATIVE SERVICES FOR HATTERAS INLET

The County Manager gave an overview of the Hatteras Inlet dredging effort and its timeline. He presented a contract with Coastal Planning and Engineering of North Carolina and outlined two tasks associated with the project. Mr. Outten explained that the first task is for construction administrative services in an amount not to exceed \$27,500 for the area known as the connecting channel. Ken Willson, Vice President of Coastal Planning & Engineering of North Carolina, described the other task involving a cultural resource survey, which he said might be done later as part of obtaining authorization for dredging a larger area outside the existing channel. Mr. Outten said funding is the place for the first task and he recommended that the Board move forward now with the portion he outlined as Task #1. He noted that efforts will be made to obtain grant assistance.

MOTION

Commissioner House motioned to approve an agreement for the Task #1 portion of the Hatteras Inlet project for Construction Administrative Services as outlined by the County Manager in an amount not to exceed \$27,060 and authorize the County Manager to sign the document along with all related budget amendments.

Commissioner Shea seconded the motion.

VOTE: AYES unanimous

RECESS: 6:49 p.m. – 6:59 p.m.

ITEM 6 – AWARD OF FY2016-17 VEHICLE AND EQUIPMENT FINANCING (Att. #1)

Finance Director David Clawson outlined proposals from five financial institutions in the amount of \$1,398,792 with a three year term for acquisition of vehicles and equipment as approved in the fiscal year 2016-17 operating budget. He reported that the lowest total cost proposal was submitted by U.S. Bancorp Government Leasing & Finance (USBGLF) at a rate of 1.593%.

MOTION

Commissioner Shea motioned to adopt the Resolution to award the three year financing to USBGLF at a rate of 1.593% and authorize staff to execute all necessary documents. Commissioner Couch and Commissioner House seconded the motion.

VOTE: AYES unanimous

ITEM 7 – DISCUSSION OF SALARY STUDY

The County Manager gave a summary of issues that have come up related to implementation of the salary study of Dare County employees that was done by the Springsted firm. He explained that the study was designed to reset the salary structure to market parity and address compression. Mr. Outten identified four concerns that have been expressed –

1. *Using years in the current pay grade as the basis for computing compensation rather than crediting employees with their total years worked.*

The Manager noted that taking all years of service skews the compression issue because it pushes everyone to the top of their pay grade. He said longevity pay is designed to reward long-term service. He added that using all years of service would cost approximately \$7.3 million with benefits and Human Resources experts recommend against it because it skews the compression issue.

2. *Some recently promoted employees will earn less under the plan than they would have been paid had they stayed in their old position and not taken the promotion.*

Mr. Outten said the County likes to promote from within whenever possible and that computations have been made to determine how much it would cost to make people whole who have been hurt by this promotion related issue. He reported the following costs/per/year related to going back to adjust for promotions – 1 year \$55,000. 2 years \$201,000. 3 years \$245,000. 4 years \$296,000. 5 years \$327,800. The Manager recommended that the Board consider 5 years, which will solve the problem for 78 employees. He noted that this amount will be spread over 2 years and involve the Water Fund and the Solid Waste Fund.

3. *Because the salary study is being implemented over two years, recently hired employees will not fully realize their base rate until the second year of the plan in July of 2018.*

The County Manager described the impact this will have on recently hired employees compared to new staff that will be hired at the base rate established by the salary study. Mr. Outten recommended that future new hires receive less than the current base rate so that they will get to the base rate at the same schedule as current employees.

4. *The need to correct math errors and mistakes.*

Mr. Outten said these can be corrected within the parameters of the plan.

After discussing the issues raised by the Manager, the following motion was made –

MOTION

Vice-Chairman Overman motioned to approve the salary study and address the promotions issue that was outlined by the County Manager by going back 5 years to make adjustments to benefit employees who have taken promotions that under the salary study would be compensated less than had they not taken the promotion; and to approve the hiring policy adjustment as outlined by the County Manager.

Commissioner Shea and Commissioner House seconded the motion.

VOTE: AYES unanimous

ITEM 8 – PUBLIC HEARING – WANCHESE MINIMUM LOT SIZE ADMENDMENTS

At 5:40 p.m., the Dare County Board of Commissioners held a Public Hearing to receive input concerning this agenda item. The County Manager conducted the hearing and explained the procedure for making comments in Manteo and via the video link to the Fessenden Center in Buxton.

The following people spoke at Manteo –

1. Mark Vrablic spoke in support of reducing the lot size requirement. He said although he does not want condos or a high-density community in Wanchese, he feels those with central water should be treated equally with other places.
2. Lorraine Tillett said she favors the lot size reduction and noted that when zoning was done for Wanchese there was no central water supply. She added that there is not much usable land and condos will have to meet many regulations.

There were no comments from the Fessenden Center in Buxton

Chairman Woodard closed the Public Hearing at 5:45 p.m.

MOTION

Commissioner Shea motioned to adopt the proposed amendments to the various Wanchese zoning districts revising the minimum lot size requirements for property served by a central water supply, with the finding that these amendments are consistent with the 2009 Land Use Plan and other official documents by ensuring minimum lot size regulations that are equitable and consistent throughout unincorporated Dare County.

Vice-Chairman Overman seconded the motion.

VOTE: AYES unanimous

ITEM 9 – PUBLIC HEARING – 2016 S-9 SUPPLEMENT TO CODE OF ORDINANCES (Att. #2)

At 5:49 p.m., the Board held a Public Hearing to receive input concerning this agenda item. The Manager explained the process for updating the codification of County Ordinances. He then conducted the Public Hearing and outlined the procedure for making comments in Manteo and via the video link to the Fessenden Center in Buxton. No one accepted the invitation to speak. The Chairman closed the hearing at 5:50 p.m.

Planning Director Donna Creef presented a resolution authorizing adoption of the 2016 S-9 Supplement to the Dare County Code of Ordinances.

MOTION

Vice-Chairman Overman motioned to adopt the resolution.

Commissioner Shea seconded the motion.

VOTE: AYES unanimous

ITEM 10 – CONSENT AGENDA

The Manager announced the items as they were visually displayed in the meeting room.

MOTION

Commissioner Shea motioned to approve the Consent Agenda:

- 1) Approval of Minutes (02.06.17) **(Att. #3)**
- 2) Public Health Division – Partners for Improvement of Community Health Grant
- 3) Public Health Division – Maternal Health Funding
- 4) Emergency Management – Budget Amendment
- 5) Road Request – Holly Ridge Road, Manteo, NC **(Att. #4)**
- 6) Advertise 2016 Tax Year Liens

Commissioner House seconded the motion.

VOTE: AYES unanimous

ITEM 11 – COMMISSIONERS' BUSINESS & MANAGER'S/ATTORNEY'S BUSINESS

Following is a brief outline of items raised during this segment. Commissioners and the County Manager frequently make extensive remarks, which can be viewed in their entirety on a video archived on the Dare County website www.darenc.com.

Commissioner Couch – complimented the Theater of Dare for an excellent production of Spamalot. He encouraged Commissioners to participate in scheduled tours of Dare County Schools. Commissioner Couch reported on excellent meetings that were held in the community to explain opportunities that are available for property owners through the house raising mitigation project.

Commissioner Shea – thanked the Echoes of Heritage for their performance and service to the community. He noted that Captain Etheridge is worthy of having the new Pea Island Bridge named in his honor and expressed hope that this will happen.

Vice-Chairman Overman – issued a strong statement about the recent action by the Marine Fisheries Commission (MFC) to approve a petition for rulemaking that would designate all inshore and ocean waters out to three miles as Special Secondary Nursery Areas. He explained that the MFC ignored the recommendations made by all five of their own Advisory Committees to reject the petition that would essentially kill the commercial shrimping industry in North Carolina. He outlined several possible options to address the imbalance between commercial fishing interests and recreational users. The Vice-Chairman gave details about the recent Town Hall Meeting sponsored by the Saving Lives Task Force and encouraged everyone to participate in this endeavor. He also gave an update on the Hatteras Inlet dredging project.

Commissioner Ross – said it was encouraging to hear about the cooperation and trust between the two Hatteras Island fire departments that are in the process of merging. He commended Ann Daisey for an informative Soil and Water report and expressed hope that the Echoes of Heritage will be invited back again to sing. Commissioner Ross endorsed the statement made by Vice-Chairman Overman concerning the Marine Fisheries Commission and asked if the remarks he made could be sent as a letter to leadership in the North Carolina House and Senate. Later, at the conclusion of all Commissioner comments, the following motion was made by Commissioner Umphlett –

MOTION

Commissioner Umphlett motioned to send a letter to leadership in the NC House and Senate outlining the concerns expressed by Vice-Chairman Overman about the actions, structure, and function of the Marine Fisheries Commission.

Commissioner Shea seconded the motion.

VOTE: AYES unanimous

Commissioner House – spoke in favor of naming the new Pea Island Bridge in honor of Captain Etheridge. He noted that in spite of the recent vote by the Marine Fisheries Commission, the petition for rulemaking is not yet law. He outlined the steps that need to be taken and urged everyone to remember that the struggle is not over and we are not quitting. Commissioner House presented the SPCA Pet of the Month video by first introducing showcasing his own family companion dog named Sandy.

Commissioner Umphlett – with much sadness tendered her resignation from the Board of Commissioners effective March 31, 2017 for personal reasons. She said it has been an honor to serve with such dedicated people and reviewed some of the Board's major accomplishments. Chairman Woodard thanked Commissioner Umphlett for her service.

Chairman Woodard - thanked Commissioner Couch for assembling a list of houses that suffered severe hurricane damage. He presented a list outlining the following committee appointments made by the Chairman –

Robert Woodard to serve on the Dare County Public Facilities Corporation

Wally Overman to serve as a Board of Education Liaison (5 on 5 Committee)

Jack Shea – no new assignments

Margaret Umphlett – no new assignments

Steve House to serve on the Bike and Pedestrian Safety Coalition & Scenic Byways

Rob Ross to serve on the Audit Committee & Capital Improvements Planning Comm

Danny Couch to serve on the Children and Youth Partnership & Parks/Rec Liaison

The Chairman noted that often the Board does not conduct their 2nd meeting in March. Accordingly, he announced that March 6 will be the only meeting for the month of March

Chairman Woodard presented a letter of request to the CEO of the Navy Federal Credit Union asking that they establish a branch office on the Outer Banks.

MOTION

Commissioner Shea motioned to adopt the resolution.

Commissioners Couch, House, and Ross seconded the motion.

VOTE: AYES unanimous

MANAGER'S/ATTORNEY'S BUSINESS

1. The County Manager informed the Board that a grant opportunity came up since the last meeting for State funds to benefit the County's solid waste operation. He said the \$2,400 match required for the grant is available in the department's fuel budget. He noted that the County does not have to accept the grant even if it is approved. It was the consensus of the Board to pursue the grant opportunity.
2. Mr. Outten reported that Monica Gregory, a NOAA Coastal Management Fellow working with the Division of Coastal Management, is doing a survey to identify social and physical vulnerabilities related to natural disasters. He said details of the survey will be forthcoming, if the Board chooses to participate.

MOTION

Commissioner Shea motioned to participate in the survey.

Commissioner Umphlett seconded the motion.

VOTE: AYES unanimous

3. The Manager recommended that the County develop a policy for naming county-owned buildings and infrastructure. Mr. Outten said he will work with Planning Director Donna Creef to do research and prepare a draft policy to be brought back to the Board.
4. Mr. Outten explained that Trey Piland has negotiated an annual \$1,668 reduction in Century Link fees for the E911 Center. He asked the Board for authorization to move forward with modifying the five year agreement.

MOTION

Commissioner House motioned to approve the request outlined by the Manager.

Commissioner Shea seconded the motion.

VOTE: AYES unanimous

Public Information Officer Dorothy Hester provided details about a Public Information Meeting that will be held at the Fessenden Center on March 7 so people can hear from the engineer and contractor for the Buxton beach nourishment project. She also noted that a date will be forthcoming for a ribbon cutting ceremony sometime in April for the new E911/EOC facility being built in Manteo.

In closing the meeting, Chairman Woodard noted the disparity in gasoline prices between Virginia and those available locally. He said for two years the Board of Commissioners has been waiting for a response from the North Carolina Attorney General about this issue.

At the conclusion of the meeting, Chairman Woodard asked for a motion to adjourn.

MOTION

Commissioner Shea motioned to adjourn the meeting.

Chairman Woodard seconded the motion.

VOTE: AYES unanimous

At 8:05 p.m., the Board of Commissioners adjourned until 9:00 a.m., March 6, 2017.

Respectfully submitted,

[SEAL]

By:

Gary Lee Gross, Clerk to the Board

APPROVED:

By: _____
Robert Woodard, Chairman
Dare County Board of Commissioners



Resolution to Obtain Grant Funding from North Carolina Water Resources

Description

Attached is a Resolution seeking grant funding from the State of North Carolina to provide financial assistance for engineering, consulting and construction administrative services associated with maintaining the Hatteras Inlet Navigational Channels. The Grant seeks \$82,722.75, which is 75% of the scope of work submitted by the engineer for a project totaling \$110,297.00.

The resolution encompasses the need for additional services that may be required for the project.

Board Action Requested

Adopt the resolution

Item Presenter

Robert Outten, County Manager

WHEREAS, the Dare County Board of Commissioners desires to sponsor the permitting of the Hatteras Inlet Navigational Channels to provide safe and reliable navigational access for watermen, which represents their highway to work that provides jobs and contributes to the local economy.

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1) The Dare County Board of Commissioners requests the State of North Carolina to provide financial assistance to the County of Dare for engineering consulting and construction administrative services associated with maintaining the Hatteras Inlet Navigational Channels in the amount of \$82,722.75; which is 75% of the Scope of Work submitted by Coastal Planning & Engineering of North Carolina Inc. totaling \$110,297.00. Dare County might also request funding in the amount of 75% of any additional professional services that may be required in the future to continue the Hatteras Inlet Navigational Channels Project such as additional permitting, engineering, design planning and other related services that might be needed.
- 2) The Board assumes full obligation for payment of the balance of project costs;
- 3) The Board will obtain all necessary State and Federal permits;
- 4) The Board will comply with all applicable laws governing the award of contracts and the expenditure of public funds by local governments;
- 5) The Board will supervise construction of the project to assure compliance with permit conditions and to assure safe and proper construction according to approved plans and specifications;
- 6) The Board will obtain suitable spoil disposal areas as needed and all other easements or rights-of-way that may be necessary for the construction and operation of the project without cost or obligation to the State;
- 7) The Board will assure that the project is open for use by the public on an equal basis with no restrictions;
- 8) The Board will hold the State harmless from any damages that may result from the construction, operation and maintenance of the project;

Adopted by the Dare County Board of Commissioners this 6th day of March, 2017.

Gary Lee Gross
Clerk to the Board

Robert Woodard, Chairman
Dare County Board of Commissioners



Government Education Access Channels 2017/2018 Proposed Budget

Description

See Attached Summary

Board Action Requested

Approve the Proposed Budget

Item Presenter

Dorothy Hester

Government Education Access Channels Committee
2017-2018 Proposed Budget

The following items are presented to the Dare County Board of Commissioners for their review and approval.

Specific Action Requested:

Approve the proposed 2017-2018 Budget

Budget Summary

The Government Education Access Channels (GEAC) Committee has reviewed and approved the proposed 2017-2018 budget for the operation of the Government and Education Channel. The proposed budget, which would take effect July 1, 2017, must be approved by every participating member entity of the Channels, which includes the towns of Duck, Southern Shores, Kitty Hawk, Kill Devil Hills, Nags Head, Manteo, and Dare County, Dare County Schools, College of The Albemarle, and UNC Coastal Studies Institute.

The budget as proposed requires no additional funding from the participating entities above the current annual \$1000 membership fee. Our budget is funded mainly from the North Carolina Video Distribution proceeds, which are disbursed quarterly by the State to certified members of the GEAC. These funds must be used for the operations of the two channels and no other purpose. Additionally, the legislation that originally established the Video Distribution funding required that the proceeds not supplant current funding. Accordingly, the annual \$1000 membership fee that was in place when the program began must remain, or the Channels would lose all Video Distribution funding from the State.

The GEAC committee recommends the budget, which includes, in part, the following: funding for two full-time staff positions and a Local Programming Development Initiative to assist members in the development of programming for the Government and Education Channels. The funding also includes the continued funding of two regular news magazine shows that highlight each of the participating members of the GEAC on the Education Channel and the Government Channel.

**Government Education Access Channels Committee
2017-2018
Proposed Budget**

Executive Summary

Funding comes from the state of North Carolina use tax on cable and satellite fees. Our revenue from this source in 2017-2018 is projected to be \$275,862.00. In addition, each of the 10 entities pay a \$1000 membership fee annually to participate in the channel's operations. This \$1000 fee is unchanged and is the only impact on each entity's budget. This money that is received from the entities in support of the Government and Education Access Channels must remain in the budget in order for each entity to continue to receive PEG Supplements from the state of North Carolina. This budget is requesting a total of \$91,175.00 be allocated from the fund balance. The fund balance is projected to be \$318,084.39 on June 30, 2017. The proposed total budget for the Government and Education Access Channels Committee for 2017-2018 is \$378,037.00.

INCOME	
Member Fees (annual fee paid by participating entities) ¹	10,000.00
NC PEG Supplemental Video Disbursement (from the state NCDOR) ²	275,862.00
Interest Income (interest from fund balance) ³	1,000.00
TOTAL INCOME	286,862.00
APPROPRIATED FUND BALANCE⁴	91,175.00
TOTAL REVENUE	378,037.00
EXPENDITURES	
Salaries (2 Full time employees) ⁵	(110,639.00)
PT Salary (Internships)	(2,000.00)
FICA	(8,892.00)
Retirement	(7,610.00)
Health Insurance	(15,905.00)
Life Insurance	(210.00)
Retiree Health	(186.00)
Contractual Services (Production of Destination Dare/Ed Awareness) ⁶	(50,000.00)
Channel Operations (Maintenance Support for Tightrope System) ⁷	(5,000.00)
Streaming/Video On Demand Reflect ⁸	(2,200.00)
Equipment - Repair, Replacement, Purchase	(5,000.00)
Office Computer Lease	(500.00)
Supplies ⁹	(5,000.00)
Marketing Plan Implementation (includes E-Guide support) ¹⁰	(15,000.00)
Capital Outlay ¹¹	(30,000.00)
Music Library	(1,395.00)
Training	(5,000.00)
Travel	(5,000.00)
Professional memberships (SEATOA NATOA, NC3C) ¹²	(500.00)
Miscellaneous	(500.00)
Contingency (Reserve for unexpected expenses) ¹³	(5,000.00)
Emergency Contingency (Storm related overtime during activations) ¹⁴	(2,500.00)
TOTAL OPERATING EXPENDITURES	(278,037.00)

Local Program Development Initiative	
This is money set aside in the budget to foster development of program content by the member entities. Money is awarded on an application and grant basis to participating entities by the Government and Education Access Channel Committee. The money can be used to produce programs, improve the quality of existing programs, or purchase equipment to provide for increased production and/or quality of programs.	
LPDI 1 - Coastal Studies Institute	(10,000.00)
LPDI 2 - College of The Albemarle	(10,000.00)
LPDI 3 - Dare County Government	(10,000.00)
LPDI 4 - Dare County Schools	(10,000.00)
LPDI 5 - Duck	(10,000.00)
LPDI 6 - Kill Devil Hills	(10,000.00)
LPDI 7 - Kitty Hawk	(10,000.00)
LPDI 8 - Manteo	(10,000.00)
LPDI 9 - Nags Head	(10,000.00)
LPDI 10 - Southern Shores	(10,000.00)
TOTAL LPDI	(100,000.00)
TOTAL LPDI AND OPERATING EXPENDITURES	(378,037.00)

Government and Education Access Channel Proposed Budget Notes for 2017-2018

Goals and Objectives to be achieved with this budget.

1. Continue to fund the operation of the channel at a level that provides a professional, reliable and quality service to the citizens of Dare County.
2. Continue to bring the fund balance down to an appropriate level and strategically use the fund balance to fund channel initiatives.

¹ Member Fees - Each entity member pays an annual membership fee to participate in the Government and Education Channel Access. This money must remain in place in order for each entity to receive the PEG Supplement from the state. **There is no change to this amount from last year, so impact on each entity's budget is unchanged..**

² NC PEG Supplemental Video Disbursement - this is revenue that is collected by the state in the form of a use tax on cable and satellite providers. The money is pooled and disbursed to qualifying PEG operations within the state. PEG stands for Public, Education, and Government Access. Dare County has 10 qualifying PEG entities, each is a member of the Government and Education Access Channel Committee. Each quarter, this money is disbursed to the entities by the state, and then the Government and Education Access Channels invoices the entities for this money. These state funds are the main source of funding for the Government and Education Access Channels.

³ Interest Income - This is interest the Government and Education Access Channels Committee receives on the fund balance.

⁴ Appropriated Fund Balance - The unappropriated fund balance is projected to be \$318,084 on June 30, 2017. The appropriated fund balance is the amount pulled from the unappropriated fund balance to meet the obligations of the budget.

⁵ Salaries - This budget currently funds two full-time positions that are considered to be Dare County employees.

⁶ Contractual Services - This is for the production of Destination Dare and Dare Education Awareness, our two main programming initiatives that highlight interesting aspects of government and education in Dare County. Each entity contributes one segment to each episode. Destination Dare is produced every other month, and Dare Education Awareness is produced on the alternate months.

⁷ Channel Operations (Maintenance and Technical Support of Playout Server) - This budget item is the annual maintenance and technical support for the master control automation and playout server that feeds the channels.

⁸ Streaming Video/VOD Reflect - As part of the playout server upgrade, we are providing a more effective streaming capability of our signal online, and, in addition, provide a video on demand service

that will be much better than our current YouTube channel. This is the annual subscription to support that service.

⁹ Supplies - This the purchase supports supplies such as batteries, gaffers tape, lighting gels, accessories, and small equipment items that do not qualify as Capital Outlay.

¹⁰ Marketing Plan - This will support the implementation of a professional marketing effort to allow us to better use outreach tools to bring viewers to our channel and to help identify what kinds of information viewers want to see when they watch our channel.

¹¹ Capital Outlay - This is money to upgrade our playout server to better meet the needs of our audience.

¹² Professional Memberships - This supports memberships for the two staff positions for the Southeastern Association of Telecommunications Officers and Advisors (SEATOA), National Association of Telecommunications Officers and Advisors (NATOA), and The North Carolina City and County Communicators (NC3C). These are national, regional and state professional associations for PEG Channel Operators.

¹³ Contingency - This is for expenses that come up that were either unplanned or unforeseen. Not for use of everyday expenses.

¹⁴ Emergency Contingency - This pays for storm related overtime for the hourly employee during Emergency Management Activations.



Detention Center Budget Transfer

Description

The Detention Center has generated substantially more revenue for housing inmates for neighboring Counties this fiscal year. Therefore, the expenditures for supplies and food service has increased. The attached budget transfer will move revenue from the income line item to the expenditure line to cover these increased costs.

Board Action Requested

Approve budget transfer

Item Presenter

Allen Moran, Jail Administrator

DARE COUNTY

BUDGET TRANSFER**F/Y 2016/2017**

	G/L Account Number			INCREASE	DECREASE
	Org	Object	Project		
Department: Dare County Detention Center					
Line item descriptions:					
Food Services	104520	510720		20,000	
Supplies	104520	513300		15,000	
Inmate Boarding (Revenue)	103520	441061		35,000	

Explanation:

The Detention Center has been housing inmates for Beaufort, Tyrrell and Hyde Counties. We have already collected \$73,000 more than the budgeted amount of Income line item 103520-441061, Inmate Boarding, and more collections are coming in monthly. This increase in housing has caused shortages to our Food Services and Supply line items. We are requesting that some of the income we collect in the Inmate Boarding account be used to pay for these shortages.

Prepared by:Name: _____
**Approved by:**County Manager: _____
(sign in red)

Date: _____

Finance only:

Date entered: _____ Entered by: _____ Reference number: _____



Tax Collector's Report

Description

Jan 2017 Discoveries over \$100.00
Jan 2017 Refunds over \$100.00
Jan 2017 NCVTS Refunds over \$100.00

Board Action Requested

Approved

Item Presenter

Becky Huff, Tax Collector

Discovery Report for REAL ESTATE, PERSONAL PROPERTY and MOTOR VEHICLE

(Discoveries over \$100.00)

Month: JANUARY

Date Range: 1/1/2017 - 1/31/2017

Submitted By: Becky Huff

Taxpayer Name	Parcel	Bill Yr	Value Discovered	Tax Discovered
KOSTINAS, RUSSELL	962604000	2016	155,200.00	1,365.76
Bills Discovered:	1		<u>155,200.00</u>	<u>1,365.76</u>

Refund Report for REAL ESTATE, PERSONAL PROPERTY and MOTOR VEHICLE

(Refunds over \$100.00)

Month: January Date Range: 1/1/2017 - 1/31/2017 Submitted By: Becky Huff

Taxpayer Name	Parcel	Bill Yr	Reason	Refund Amount
RAWLS, LEVIS L SR	002003000	2016	Overpayment	-138.07
CURTIS, RONNIE G	002528000	2016	Overpayment	-2,510.55
HARRISON, JAMES E	003042000	2016	Overpayment	-1,847.23
INGRAM, PHYLLIS J	004046026	2016	Overpayment	-2,149.70
FRANKLIN, LINDA L TRUSTOR AND/OR TRUSTE	005600000	2016	Overpayment	-326.00
STANLEY, WILLARD T	008075028	2016	Overpayment	-1,010.69
SLIPP, ERIC	010677001	2016	Overpayment	-4,146.38
WILSON, DOROTHY A	012170005	2016	Overpayment	-603.29
WHARTON, JACQUELINE L	012856000	2016	Overpayment	-184.66
LITTLE, WHITNEY JO	018156000	2016	Overpayment	-980.21
DODSON, JOHN F	020654000	2016	Overpayment	-1,252.79
GILES, CONNIE D	021329000	2016	Overpayment	-3,901.95
MILLER, BRIAN E	027757026	2016	Overpayment	-2,000.00
KEENAN, JOSEPH GERARD	030789000	2016	Overpayment	-251.55
STANSKY, BENJAMIN R	008489000	2016	Overpayment	-475.59
CRIST, CHARLES D	011077000	2016	Overpayment	-2,440.78
SPANGLER, CHARLES J JR	029991194	2016	Overpayment	-1,175.00
REILLY, MICHAEL J	030075000	2016	Overpayment	-325.00

Refunds : 18

-25,719.44



North Carolina Vehicle Tax System

NCVTS Pending Refund report

JAN 2017 Refunds over \$100.00

Payee Name	Secondary Owner	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
AUSTIN, OLIVIA KATHLEEN	LEE, SEAN COREY	Reg . Out of state	01/06/2017	C99	Tax	(\$81.70)	\$0.00	(\$81.70)
				F02	Tax	(\$20.10)	\$0.00	(\$20.10)
				R01	Tax	(\$1.82)	\$0.00	(\$1.82)
				S99	Tax	(\$19.57)	\$0.00	(\$19.57)
						Refund		\$123.19
JENKINS, MARGARET KATHERINE	JENKINS, JESSICA ANN	Reg . Out of state	01/12/2017	C99	Tax	(\$113.99)	\$0.00	(\$113.99)
				F50	Tax	(\$36.88)	\$0.00	(\$36.88)
				S99	Tax	(\$27.31)	\$0.00	(\$27.31)
						Refund		\$178.18
MCTARNAGHAN, JUDITH LYNN		Vehicle Sold	01/06/2017	C99	Tax	(\$71.69)	\$0.00	(\$71.69)
				F50	Tax	(\$23.19)	\$0.00	(\$23.19)
				S99	Tax	(\$17.17)	\$0.00	(\$17.17)
						Refund		\$112.05
RIDDLE, JACQUELINE HELENA HODGES		Tag Surrender	01/03/2017	C99	Tax	(\$65.88)	(\$3.79)	(\$69.67)
				T07	Tax	(\$58.36)	(\$3.35)	(\$61.71)
						Refund		\$131.38
SMITH, EMMETT WILSON		Reg . Out of state	01/26/2017	C99	Tax	(\$90.58)	\$0.00	(\$90.58)
				F22	Tax	(\$9.67)	\$0.00	(\$9.67)
				S99	Tax	(\$21.70)	\$0.00	(\$21.70)
						Refund		\$121.95
TIDEWATER HEALTH CARE SERVICES INC		Tag Surrender	01/13/2017	C99	Tax	(\$124.52)	\$0.00	(\$124.52)
				T20	Tax	(\$63.71)	\$0.00	(\$63.71)
						Refund		\$188.23
WICKRE CORP.	WICKRE, KIMBERLY MCARDLE	Tag Surrender	01/09/2017	F22	Tax	(\$9.61)	\$0.00	(\$9.61)
				S99	Tax	(\$21.57)	\$0.00	(\$21.57)
						Refund		\$121.24
WICKRE CORPORATION	WICKRE, KIMBERLY MCARDLE	Tag Surrender	01/09/2017	C99	Tax	(\$97.67)	(\$4.88)	(\$102.55)
				F22	Tax	(\$10.42)	(\$0.52)	(\$10.94)
				S99	Tax	(\$23.39)	(\$1.17)	(\$24.56)
						Refund		\$138.05
WOOLDRIDGE, LAURA GUIDA	WOOLDRIDGE, KEITH GARY	Reg . Out of state	01/06/2017	C99	Tax	(\$95.03)	\$0.00	(\$95.03)
				T14	Tax	(\$59.01)	\$0.00	(\$59.01)
						Refund		\$154.04
							Refund Total	\$1268.31



North Carolina Vehicle Tax System

NCVTS Pending Refund report

JAN 2017 Refunds over \$100.00

Tax Jurisdiction	District Type	Net Change
C99	COUNTY	(\$839.79)
T07	CITY	(\$61.71)
T14	CITY	(\$59.01)
T20	CITY	(\$63.71)
F02	FIRE	(\$20.10)
F22	FIRE	(\$30.22)
F50	FIRE	(\$60.07)
R01	FIRE	(\$1.82)
S99	SPECIAL	(\$131.88)
Total		(\$1,268.31)



Board Appointments

Description

The Dare County Board of Commissioners will consider the following Board Appointments ---

Complete information about each appointment appears after this page.
Upcoming Board Appointments for the next three months are highlighted at the end.

Board Action Requested

Make Board Appointments & Announce Upcoming Appointments

Item Presenter

County Manager, Robert Outten



Board Appointment - Health and Human Services Board

Description

See attached summary

Board Action Requested

Make appointment

Item Presenter

Bobby Outten, County Manager

March 6, 2017

BOARD APPOINTMENT
HEALTH AND HUMAN SERVICES BOARD
(Staggered/Four Year Term)

There is a vacancy due to the resignation of **Beverly Boswell**, as a County Commissioner, in order to serve in the North Carolina Legislature.

Beverly Boswell
(At Large)
(Current Term 9/16 – 9/20)
(Originally Apptd. 1/15)

NCGS 153a-77 “After the subsequent establishment of the Human Services Board, its Board shall be appointed by the Board of County Commissioners from nominees presented by the Human Services Board.”

The Health and Human Services Board recommends appointing
Wally Overman
to fill the unexpired term of Beverly Boswell.

Other applications received:

Nathaniel H. (Sandy) Sanderson
James R. (Buddy) Shelton
Teresa Wargovich
Mary Jernigan
Wally Overman
Josef Vesely
Allen Moran

Other Members: See attached list

APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

The Dare County Board of Commissioners believes all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member on one of the county's advisory boards or committees. If you would like to be considered for appointment to an advisory board or committee, please complete the form below and mail to Rhonda Creef, Dare County Deputy Clerk to the Board, P.O. Box 1000, Manteo, N.C. 27954 or fax it to her at 473-6312, or send it by email to rhonda@darenc.com

Advisory Board or Committee interested in:

1st choice HEALTH & HUMAN SERVICES

2nd choice ABC BOARD

3rd choice AIRPORT BOARD

Name NATHANIEL H. SANDERSON

Address 136 PARTRIDGE TRAIL

City/State/Zip KILL DEVIL HILLS, NC, 27948

Email Address NAT SANDERSON3@gmail.com

Telephone Home: 252-441-5438

Business: CELL 252-216-8227
8727

Resident of Dare County: yes no

Occupation: RETIRED

Business Address: —

Educational background:

JOSEPH P. KNAPP HS

OLD DOMINION UNIV

Business and civic experience and skills:

DIRECTOR DARE CO. EMERGENCY MAN (22 YRS)

CHAIRMAN DARE COMMUNITY CRIMELINE (20 YRS)

Other Boards/Committees/Commissions on which you presently serve:

N/A

REFERENCES

List three persons who are not related to you and who have definite knowledge of your qualifications for the position for which you are applying.

Name	Business/Occupation	Address	Telephone
<u>CLARENCE SKINNER</u>	<u>RETIRED</u>	<u>116 GARETH CIR MANTO</u>	<u>252-478-3888</u>
<u>BOBBY OUTTEN</u>	<u>DARE CO. MANAGER</u>	<u>PO BOX 1000 MANTO</u>	<u>252-202-9540</u>
<u>WAYNE GRAY</u>	<u>RETIRED USCG</u>	<u>123 OAK KNOLL DR NAGS HEAD</u>	<u>252-216-2175</u>

I understand this application will be kept on the active file for three years and I hereby authorize Dare County to verify all information included in this application.

Date: 8-27-15 Signature of applicant: 

FOR OFFICE USE ONLY:

Date received: _____

APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

The Dare County Board of Commissioners believes all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member on one of the county's advisory boards or committees. If you would like to be considered for appointment to an advisory board or committee, please complete the form below and mail to Rhonda Creef, Dare County Deputy Clerk to the Board, P.O. Box 1000, Manteo, N.C. 27954 or fax it to her at 473-6312, or send it by email to rhonda@darenc.com

Advisory Board or Committee interested in:

1st choice Health & Human Services Board

2nd choice _____

3rd choice _____

Name James R. Shelton (Buddy)

Address 291 Bayview Dr.

City/State/Zip Stumpy Point NC 27978

Email Address buddys@darenc.com

Telephone Home: 252-473-5572

Business: 252-475-5872

Resident of Dare County: yes no

Occupation: Dare County Building Inspector

Business Address: 2601 N. Croatan Hwy KDH NC 27948

Educational background:

28 years in County government

Business and civic experience and skills:

Vice-President Stumpy Point Civic Association

28 years working for the Public

Other Boards/Committees/Commissions on which you presently serve:

Dare County Game & Wildlife Board

REFERENCES

List three persons who are not related to you and who have definite knowledge of your qualifications for the position for which you are applying.

Name	Business/Occupation	Address	Telephone
<u>Walter Holton</u>	<u>Doctor</u>	<u>Manteo</u>	<u>473-5245</u>
<u>R. V. Owens</u>	<u>Businessman</u>	<u>Manteo</u>	<u>473-3425</u>
<u>Stan White</u>	<u>Businessman</u>	<u>Nags Head</u>	<u>441-1515</u>

I understand this application will be kept on the active file for three years and I hereby authorize Dare County to verify all information included in this application.

Date: 8-20-15 Signature of applicant: James R. Shelton

FOR OFFICE USE ONLY:

Date received: _____

APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

The Dare County Board of Commissioners believes all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member on one of the county's advisory boards or committees. If you would like to be considered for appointment to an advisory board or committee, please complete the form below and mail to Rhonda Creef, Dare County Deputy Clerk to the Board, P.O. Box 1000, Manteo, N.C. 27954 or fax it to her at 473-6312, or send it by email to rhonda@darenc.com

Advisory Board or Committee Interested in:

1st choice Dare Consolidated Human Services Board

2nd choice _____

3rd choice _____

Name Teresa D. Wargovich M.D.

Address 62 Ballast Point Drive

City/State/Zip Manteo, NC 27954

Email Address teresa.d.wargovich@gmail.com

Telephone Home: 248-977-0879

Business: 252-261-4187

Resident of Dare County: yes no

Occupation: Physicians

Business Address: Beach Medical Center, 5200 N. Croatan Highway, Kitty Hawk NC 27949

Educational background:
Seton Hill College BA 1976-1980, American University of the Caribbean 1982-1985, St. Joseph Mercy Hospital Residency 1986-1990.

Business and civic experience and skills:
multiple lectures on Preventive Health Society to general public
Volunteer NJ Republican Party

Other Boards/Committees/Commissions on which you presently serve:

The Ochsner Clinic Hospital Prescription Drug and Substance Abuse Committee

REFERENCES

List three persons who are not related to you and who have definite knowledge of your qualifications for the position for which you are applying.

Name	Business/Occupation	Address	Telephone
James Williams	Beard Medical Care	5008 N. Crocker Hwy	27949 252-261-4187
Nancy Derenport-Ennis	Medical Patient Advocate Foundation	725 15 th Street	
John H. Ennis	Patient Advocate Foundation	421 Butler Farm Rd. NW 10 th Floor	1-800-532-5274 Arlington VA 22206 Washington DC 20005 202-377-8000

I understand this application will be kept on the active file for three years and I hereby authorize Dare County to verify all information included in this application.

Date: 7/29/15 Signature of applicant: [Signature]

FOR OFFICE USE ONLY:

Date received: _____

APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

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Advisory Board or Committee interested in:

1st choice Nursing Home Community Advisory Council

Apptd 1/1/16

2nd choice _____

3rd choice Dare Consolidated Human Services Board

Name Mary Jernigan

Address P O Box 345

City/State/Zip KDH, NC 27948

Email Address maryj@darenc.com

Telephone Home: 252-305-1005

Business: 252-475-5637

Resident of Dare County: yes no

Occupation: DCOAS Coordinator

Business Address: 300 Mustain Ave KDH NC 27948

Educational background:

BS in Psych/ Military Training Several, LPN, Supply, Weapons,
Radar, Working on Masters degree/

Business and civic experience and skills:

VPW, VFW, Etc

Other Boards/Committees/Commissions on which you presently serve:

Have recently applied for several.

REFERENCES

List three persons who are not related to you and who have definite knowledge of your qualifications for the position for which you are applying.

Name	Business/Occupation	Address	Telephone
Brandi Rheubottom	Director		252-475-5636
Emily Gould	DCOAS		252-475-5638
Johnna Midgett	SWIII		252-475-5500

I understand this application will be kept on the active file for three years and I hereby authorize Dare County to verify all information included in this application.

Date: 09/18/15

Signature of applicant:

FOR OFFICE USE ONLY:

Date received: _____

APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

The Dare County Board of Commissioners believes all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member on one of the county's advisory boards or committees. If you would like to be considered for appointment to an advisory board or committee, please complete the form below and mail to Rhonda Creef, Dare County Deputy Clerk to the Board, P.O. Box 1000, Manteo, N.C. 27954 or fax it to her at 473-6312, or send it by email to rhonda@darenc.com

Advisory Board or Committee interested in:

1st choice DHHS

2nd choice _____

3rd choice _____

Name WALLY OVERMAN

Address 549 SKYCO ROAD

City/State/Zip MANTEO, NC 27954

Email Address WALLYO@DARENC.COM

Telephone Home: 252.473.3433

Business: 252.216.6042

Resident of Dare County: yes no

Occupation: RETIRED

Business Address: _____

Educational background:
B.S. NC STATE UNIVERSITY 1968

Business and civic experience and skills:

- Served on Dare Co. Board of Commissioners since October 2013.
- 38 year career in U.S. and International Textile Business

Other Boards/Committees/Commissions on which you presently serve:

- CAPITAL IMPROVEMENTS PLANNING COMMITTEE
 - GOVERNMENT TV ADVISORY BOARD
 - D.C. PUBLIC FACILITIES CORPORATION
 - TRILLIUM HEALTH RESOURCES
 - TOURISM BOARD
 - WANCHESE INDUSTRIAL PARK AUTHORITY
 - COA DISCUSSION PANEL
 - AIRPORT AUTHORITY
 - COASTAL STUDIES INSTITUTE
 - RURAL TRANSPORTATION ADVISORY
- REFERENCES
BOARD OF DIRECTORS
ALTERNATE
- List three persons who are not related to you and who have definite knowledge of your committee - qualifications for the position for which you are applying.

Name	Business/Occupation	Address	Telephone
<u>BOB WOODARD</u>	<u>CHAIRMAN DCBOC</u>	<u>KDH</u>	<u>252-216-8240</u>
<u>LEZA MAINWRIGHT</u>	<u>CEO TRILLIUM HEALTH RESOURCES</u>	<u>GREENVILLE, NC</u>	<u>866.998.2597</u>
<u>JAY BURRUS</u>	<u>DIRECTOR DHHS</u>	<u>MANTO</u>	<u>252.475.4518</u>

I understand this application will be kept on the active file for three years and I hereby authorize Dare County to verify all information included in this application.

Date: 2-14-17 Signature of applicant: Wally Overman

FOR OFFICE USE ONLY:

Date received: 2/14/17

APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

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Advisory Board or Committee interested in:

1st choice Health and Human Services

2nd choice _____

3rd choice _____

Name Josef Vesely

Address 104 Dough Ct.

City/State/Zip Kill Devil Hills

Email Address vesely.joe@gmail.com

Telephone Home: 252 473 8183

Business: 252 475 5974

Resident of Dare County: yes no

Occupation: System Administrator

Business Address: 954 Marshall C Collins Dr., Manteo, NC 27954

Educational background:

Associate Mechanical Engeneering, Associate in Arts, Accounting Certificate

20 years IT exp. - 6 yr statistical dept. of Health Minister of the Czech Rep.

Business and civic experience and skills:

Health & general data processing, Analytical & Organizational skills, Positive attitude

Understanding problems of low income citizens & deep insight to lives and needs of our citizens who came from abroad.

Other Boards/Committees/Commissions on which you presently serve:

N/A

REFERENCES

List three persons who are not related to you and who have definite knowledge of your qualifications for the position for which you are applying.

Name	Business/Occupation	Address	Telephone
Sara Small	Dare County Public Relations		252 475 5900
Michael O'Dell	Administrative Specialist - TOKDH		252 449 5306
Melody Clopton	HR director - TOKH		252 261 3552

I understand this application will be kept on the active file for three years and I hereby authorize Dare County to verify all information included in this application.

Date: 06/24/16 Signature of applicant: _____

FOR OFFICE USE ONLY:

Date received: 6/27/16

**APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES**

The Dare County Board of Commissioners believes all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member on one of the county's advisory boards or committees. If you would like to be considered for appointment to an advisory board or committee, please complete the form below and mail to Rhonda Creef, Dare County Deputy Clerk to the Board, P.O. Box 1000, Manteo, N.C. 27954 or fax it to her at 473-6312.

Advisory Board or Committee interested in:

1st choice Planning Board, Tourism Bd., Oregon Inlet Waterways Comm.
2nd choice Juvenile Crime Prevention Council, Board of Adjustment
3rd choice ABC Board, Roanoke Island Community Center Bd. ^{Apptd 6/15}
Name: Allen Moran (Planning Board - District 1, At Large)
Address: 381 Mother Vineyard Rd. Health & Human Services Bd.

City/State/Zip Manteo, N.C. 27954

Telephone Home: (252) 423-1309

Business: (252) 475-9222

Resident of Dare County: yes no

Occupation: Jail Administrator / Real Estate Agent

Business Address: 1044 Driftwood Dr. Manteo, N.C. 27954

Educational background:

N.C. Licensed Real Estate Broker, N.C. Justice Academy

Business and civic experience and skills:

Rotary International (Manteo) Board Member / Community Service Chair 2012

Other Boards/Committees/Commissioners presently serving on:

Board, Committee, or Commission:

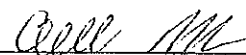
Expiration Date of Terms: _____

REFERENCES

List three persons who are not related to you and who have definite knowledge of your qualifications for the position for which you are applying.

Name	Business/Occupation	Address	Telephone
Doug Doughtie	Dare County Sheriff	962 Marshall C. Collins Dr.	252-216-9898
Bobby Owens	Ret. N.C. Utilities Commission	310 Agona St.	252-256-0668
Marc Basnight	Retired	169 Scuppernong Rd.	252-475-8093

I understand this application will be kept on the active file for five years and I hereby authorize Dare County to verify all information included in this application.

Date: 12/12/2014 Signature of applicant: 

FOR OFFICE USE ONLY:

Date received: _____

Date forwarded to County Commissioners: _____

HEALTH AND HUMAN SERVICES BOARD
 (Staggered/Four Year Term)

The Health and Human Services Board serves as the policy-making, rule-making,
 and administrative board of the consolidated human services agency.

<u>MEMBER</u>	<u>TERM EXPIRATION</u>	<u>ACTION</u>
Kevin Phillips 186 Scuppernong Rd. Manteo, NC 27954 216-5751 (H) 473-5801 (O) (Pharmacist Position)	9/18	Apptd. 9/14
L'Tanya Murray 118 Raleigh Wood Dr. Manteo, NC 27954 423-1104 (H) 489-3629 (O) (At Large)	9/17	Apptd. 6/15
Nicholas Kiouis P.O. Box 35 Point Harbor, NC 27964 441-7064(O) 202-1354(H) (At Large)	9/18	Apptd. 9/13 Reapptd.9/14
Dr. Mark Grossman 512 Pirates Way Manteo, NC 27954 423-0975 (Veterinarian Position)	9/20	Apptd. 3/16 Reapptd. 9/16
David Ryan 267 Mother Vineyard Road Manteo, NC 27954 475-1029 (Engineer Position)	9/17	Apptd. 9/13
Dr. Janet Riddick 259 Outrigger Dr. Kill Devil Hills, NC 27948 441-3163(O) 441-0309(H) (Optometrist Position)	9/19	Apptd. 9/13 Reapptd. 9/15
Beverly Boswell 1705 Sunset Ave. Kill Devil Hills, NC 27948 216-9820 (H) 216-7062 (O) (At Large)	9/20	Apptd. 1/15 Reapptd. 9/16

Dr. James Woodson 104 Alder Branch Rd. Manteo, NC 27954 305-4450 (H) 441-1319 (O) (Dentist Position)	9-19	Apptd. 11/15
Alexis Hodges P.O. Box 29 Hatteras, NC 27943 986-2230 (H) 995-3900 (O) (Nurse Position)	9/20	Apptd. 9/13 Reapptd. 9/16
Tanya Barkley-Graham 550 Parkwood Dr. Kill Devil Hills, NC 27948 256-3023 (H) 489-1464 (O) (Social Worker Position)	9/17	Apptd. 1/14
Christian Lige' 6066 Martin's Point Rd. Kitty Hawk, NC 27949 261-3849 (H) (Physician Position)	9/17	Apptd. 9/13
Mary E. Gray P.O. Box 1103 Buxton, NC 27920 995-5745 (At Large)	9/18	Apptd. 11/13 Reapptd. 9/14
Tim Shearin 136 Cannon Trail Manteo, NC 27954 473-1730 (H) 475-9251 (O) (At Large)	9/19	Apptd. 11/13 Reapptd. 9/15
Frank Hester P.O. Box 1068 Manteo, NC 27954 475-1964 (At Large)	9/20	Apptd. 11/13 Reapptd. 9/16
Kaye White 423 W. Villa Dunes Dr. Nags Head, NC 27959 441-7062 (H) (At Large)	9/17	Apptd. 11/13

Bob Woodard
305 Bay Dr.
Kill Devil Hills, NC 27948
480-6654 (H)
(Commissioner Rep.)

9/17

Apptd. 11/13

NOTES:

Formed 9/13

MEETING INFO: – 3rd Tuesday of Feb., April, June, Sept., and Nov.; 6:30 p.m. DSS Bldg.

CONTACT INFO: Tim Shearin, Chair
Jay Burrus, Director

MEMBERS COMPENSATED: \$100 per meeting

Kevin Phillips replaced Steve Evans 9/14.
Beverly Boswell appointed to fill unexpired term of Allen Burrus 1/15.
L'Tanya Murray filled unexpired term of Brant Murray 6/15.
Dr. James Woodson replaced Dr. J. Trahey Maner 11/15.
Dr. Mark Grossman filled unexpired term of Dr. Steven Samson 3/16.

REVISED 9/16



Upcoming Board Appointments

Description

The Dare County Board of Commissioners welcomes citizen participation on its many Boards and Committees.

Following is a list of the Boards and Committees that have terms expiring during the next 3 months. The list indicates when the item will be presented to the County Commissioners and any requirements that may pertain to the appointment.

Instructions on how to obtain and submit an application are attached along with additional information about each of the Boards and Committees with upcoming term appointments.

Board Action Requested

None

Item Presenter

Bobby Outten, County Manager

Upcoming Board & Committee Appointments

The Dare County Board of Commissioners welcomes citizen participation on Advisory Boards and Committees. This type of grassroots public involvement is the foundation of democracy and a vital part of maintaining Dare County as a quality place to live.

Following is a list of Boards and Committees that have terms expiring during the next 3 months. The list highlights when the item will be presented to the Board of Commissioners along with any special requirements that may pertain to the appointment.

Information about how to obtain and submit applications follows the list –

Upcoming Board Appointments

April 3, 2017

1. Manns Harbor Commission

- The Manns Harbor Marina Commission is a seven-member group representing recreational, commercial and local interests for the self-governing mutual purpose Manns Harbor Marina. The Commission meets six times per year and reports directly to the Dare County Board of Commissioners.
- 4 terms expire

May 1, 2017

1. Board of Adjustment

- The Board of Adjustment meets to hear variances and appeals related to land use issues in the unincorporated areas of Dare County. The Chair is appointed by the Board of Commissioners and the Planning Department serves as administrative staff for this Board.
- 2 terms expire

2. Veterans Advisory Council

- The Veterans Advisory Council serves as a liaison with the community in coordinating services and activities benefiting Veterans and their families. Members

of the Veterans Advisory Council solicit information and provide updates about community based activities honoring veterans.

- 2 terms expire

June 5, 2017

1. College of the Albemarle-Board of Trustees

- The Board of Trustees is the governing body of the College. Trustee responsibilities include making legal and financial decisions and approving the organization's mission, strategic goals, and objectives.
- 1 term expires

2. Hatteras Community Center Board

- This Board operates and maintains the Hatteras Community Center.
- 3 terms expire

3. Juvenile Crime Prevention Council

- The Juvenile Crime Prevention Council assumes responsibility for assessing needs, funding community-based alternatives for troubled youth who enter the courts, and supporting prevention programs.
- 17 terms expire

4. Land Transfer Tax Appeals Board

- The Board meets when a person disputes the amount of land transfer tax due as stated by the Tax Collector.
- 4 terms expire

5. Library Board – Dare

- This Board establishes local policies within those set by the Regional Library Board and oversees the Library Trust Fund Budget; and also serves on the Board of the Dare County Library Foundation, a 503-C3 tax-exempt organization.
- 3 terms expire

6. Manns Harbor Community Center Board

- This Board operates and maintains the community center facility and amenities for the use and benefit of Manns Harbor residents.
- 3 terms expire

7. Dare County Waterways Commission

- This Commission promotes the Oregon Inlet Jetty Project, the Hatteras Inlet Project, and oversees County dredging projects and waterways related issues.
- 4 terms expire

8. Roanoke Island Community Center Board

- This Board operates and maintains the community center facility and amenities for the use and benefit of all members of the Community.
- 4 terms expire

9. Dare County Transportation Advisory Board

- The Dare County Transportation System is required by the State's Community Transportation Program to have a local Transportation Advisory Board. This Board is expected to maintain a minimum level of coordinated transportation service and to maintain ongoing communications as a means of seeking public involvement and ongoing administrative oversight.
- 4 terms expire

-----Instructions for Obtaining and Submitting Applications-----

An application must be submitted in order for your name to be considered for a Board or Committee appointment. The form is available on the Dare County website, or by calling Rhonda Creef at 475-5604.

MANN'S HARBOR COMMISSION

(Two Year Term)

<u>MEMBER</u>	<u>TERM EXPIRATION</u>	<u>ACTION</u>
Cyndy Holda P.O. Box 172 Manns Harbor, NC 27953 252-473-9964 (H) 252-423-0903 (Cell)	4/17	Apptd. 4/13 Reapptd. 4/15
Ladd Bayliss, Sec. 431 Cahoon Rd. Manns Harbor, NC 27953 252-207-5894 (H) 252-473-1607 (O)	4/17	Apptd. 4/13 Reapptd. 4/15
Jonathan Oglesby P.O. Box 250 Manns Harbor, NC 27953 910-990-5674 (H/Cell)	4/17	Apptd. 4/13 Reapptd. 4/15
Paul Mann, V. Ch. 6049 US Hwy 64 Manns Harbor, NC 27953 252-475-3995 (H) 252-473-1716 (O)	4/18	Apptd. 4/13 Reapptd. 4/16
Jeff James 116 Alder Branch Lane Manteo, NC 27954 252-216-6913 (H/Cell)	4/18	Apptd. 4/13 Rrapptd. 4/16
Jessie "Troy" Outland, Sr., Ch. 107 Candela Dr. Manteo, NC 27954 252-473-3507 (H) 252-473-8685 (Cell)	4/18	Apptd. 4/13 Reapptd. 4/16
Jessie "Troy" Outland, Jr. P.O. Box 246 Manns Harbor, NC 27953 252-216-9162 (H/Cell)	4/17	Apptd. 4/13 Reapptd. 4/15

Notes: Formed by DCBC 4/1/13. A Commission has been formed to enforce rules governing the use of the old Manns Harbor Marina property. The facility will operate as a marina for commercial fishermen to dock and unload their catch; and for public boat access. Dare County's role is to form the Commission and appointment commission members.

Revised 4/16

BOARD OF ADJUSTMENT
(Initial Staggered Term/Three Year Term)

<u>MEMBER</u>	<u>TERM EXPIRATION</u>	<u>ACTION</u>
Roland Bowser P.O. Box 2122 Manteo, NC 27954 473-5613 Roanoke Island	5-30-17	Apptd. 5/08 Reapptd. 5/11,14
Thomas Murphy P.O. Box 147 Rodanthe, NC 27968 987-2656 Hatteras Island	5-30-19	Apptd. 6-03 Reapptd. 5-04,07,10,13, 16
Jay Hart P.O. Box 1782 Kill Devil Hills, NC 27948 207-7900 Colington Area	5-30-18	Apptd. 4-05 Reapptd. 5/06,09,12,15
David E. Jones, Jr., Chairman 133 A Jay Crest Rd. Duck, NC 27949 261-0417 Martins Point Area	5-30-19	Apptd. 6-03 Reapptd. 5-04,07,10,13, 16
Anna Creef 5297 Mashoes Rd. Manns Harbor, NC 27953 473-3339 Dare Mainland	5-30-17	Apptd. 6-03 Reapptd. 5-05,08,11,14

ALTERNATES

Vacant

Vacant

Vacant

NOTES:

MEETING DATE: No Set Date

Jay Hart filled unexpired term of Jacob Maestas 4/05.
Andrew Keeney replaced David Overton (alternate) 4/05.
Patricia Austin apptd. to fill unexpired term of Michael Egan 5/06.
Roland Bowser replaced Patricia Austin 5/08

REVISED 5/16

VETERANS ADVISORY COUNCIL
(Staggered/Three Year Term)

The Veterans Advisory Council serves as a liaison with the community in coordinating services and activities benefiting Veterans and their families. Members of the Veterans Advisory Council solicit information and provide updates about community based activities honoring Veterans.

<u>MEMBER</u>	<u>TERM EXPIRATION</u>	<u>ACTION</u>
Jack Leonard , Ch. 181 Happy Indian Ct. Southern Shores, NC 27949 252-255-4631 (H) Pljl12@embarqmail.com	5/17	Apptd. 4/15
Carl Reiber, V. Ch. 117 E. Bergen Ct. Nags Head, NC 27959 252-441-9469 (H) carlynreiber@yahoo.com	5/19	Apptd. 8/16
Russell Laney, Secretary 412 Woodard Rd. Kitty Hawk, NC 27949 571-239-3054 (C) russobx@charter.net	5/18	Apptd. 6/16
Jeff Slaker P.O. Box 3297 Kitty Hawk, NC 27949 757-869-1739 slakerjs@hotmail.com	5/18	Apptd. 12/16
Marsha Brown 163 Roanoke Trail Manteo, NC 27954 252-423-3007 (H) 252-202-2058 (C) giglineheroes@aol.com	5/17	Apptd. 5/12 Reapptd.5/14

Charles Read, Jr.
19 Mallard Cove Loop
Southern Shores, NC 27949
252-255-5055 (H)
cbread@charter.net

5/19

Apptd. 6/16

Gary Kierney
P.O. Box 31
Frisco, NC 27936
252-489-0412(H)
252-475-5980 (O)
Gary.kierney@darenc.com

5/18

Apptd. 4/15

NOTES:

VAC was formed on 5/7/12.

MEETING INFO: 4th Thursday of each month, 3 p.m., Rm. 168, Dare County Administration Building, 954 Marshall C. Collins Dr., Manteo, NC

CONTACT INFO: Jack Leonard, Chair

MEMBERS COMPENSATED: No

Lynda Hester replaced Punk Daniels 6/13
Billy Brown replaced Clarence Skinner 7/13
Joshua Turner filled unexpired term of Pete Groom 3/14
Jack Leonard filled vacant seat previously held by Joe Pope 4/15
Gary Kierney replaced Josh Turner 4/15
Charles Read, Jr. replaced Lynda Hester 6/16
Russell Laney filled unexpired term of Dale Draper 6/16
Carl Reiber filled unexpired term of Billy Brown 8/16
Jeff Slaker filled unexpired term of Clarence Lewis who resigned 12/16

REVISED 12/16

COLLEGE OF THE ALBEMARLE
BOARD OF TRUSTEES

DARE COUNTY COMMISSIONER REPRESENTATIVES
(Four Year Term)

The Board of Trustees is the governing body of the College. Trustee responsibilities include making legal and financial decisions and approving the organization's mission, strategic goals, and objectives.

<u>MEMBER</u>	<u>TERM EXPIRATION</u>	<u>ACTION</u>
Bob Woodard P.O. Box 1000 Manteo, NC 27954 473-8240	6-30-2020	Apptd. 2/17
Fletcher Willey P.O. Box 848 Nags Head, NC 27959 473-5273(H) 480-4600(O)	6-30-2017	Apptd. 6-06 Reapptd. 6-09,13

NOTES

Meeting Date:

Bill introduced to extend terms appointed in 1987 to five years. All other terms will be for four years. Received this information from Parker Chesson on May 1, 1987. (letter)

- 1/93 - Chris Seawell appointed to fill unexpired term of Louise Dollard.
- 9/96 - Geneva H. Perry appointed to fill unexpired term of Robert Williams.
- 11/99 - Richard Johnson appointed to fill unexpired term of Geneva H. Perry who resigned.
- 6/06 - Fletcher Willey appointed to fill unexpired term of Chris Seawell.
- 6/11 - Jack Shea appointed to fill unexpired term of Richard Johnson.
- 12/11 - Warren Judge appointed to fill unexpired term of Richard Johnson (Jack Shea was appointed but never took the position.
- 2/17 - Chairman Bob Woodard was appointed due to the passing of Commissioner Warren Judge.

REVISED 2/17

HATTERAS COMMUNITY CENTER
(Two Year Term)

This board operates and maintains the Hatteras Community Center.

<u>MEMBER</u>	<u>TERM EXPIRATION</u>	<u>ACTION</u>
George Banks P.O. Box 367 Hatteras, NC 27943 986-2709 (H) 475-0297 (Cell)	6-17	Apptd. 6-97
Dennis Robinson Hatteras, NC 27943 475-4388 (H) 986-6335 (O)	6-17	P.O. Box 62
Richard A. Midgett, Ch. P.O. Box 549 Hatteras, NC 27943 986-2357 (H) 995-5333 (W)	6-18	Apptd. 6-93 Reapptd. 6-97,99,01 03,04,06,08,10,12,14, 16
Ricki Shepherd P.O. Box 594 Hatteras, NC 27943 986-2703	6-17	Apptd. 10-96 Reapptd. 6-97,6-99, 6-01, 6-03, 6-05,6-07,09 11,13,15
Rom Whitaker P.O. Box 151 Hatteras, NC 27943 986-1032	6-18	Apptd. 3-03 Reapptd. 7-04,06,08,10, 12,14,16

NOTES:

Meeting Date: 3rd Weds., each month - Board 7:30 p.m.
General meeting quarterly – July 8:30 p.m.

Richard A. Midgett replaced Gary Austin 6/93.
Raymond Willis replaced Belinda Willis 7/95.
Ricki Shepherd appointed to fill unexpired term of Cora Simmons 10/96.
Shanklin Peele Jr. appointed to fill unexpired term of Bert Austin 1/97.
Ernie Foster, Jr. replaced Raymond Willis 6/97.
Rom Whitaker appointed to fill unexpired term of Shanklin Peele Jr. 3/03.
Richard Midgett apptd. for one year 6/03 in order to stagger terms.
George Banks and Dennis Robinson replaced Ernie Foster, Jr. and Geraldine Farrow 6/15.

REVISED 6/16

JUVENILE CRIME PREVENTION COUNCIL

(Two Year Term)

**As outlined and funded by the Juvenile Justice Reform Act of 1998,
the Juvenile Crime Prevention Council assumes responsibility for assessing
needs, funding community-based alternatives for troubled youth who enter
the courts, and supporting prevention programs.**

<u>MEMBER</u>	<u>TERM EXPIRATION</u>	<u>ACTION</u>
Robert Trivette P.O. Box 888 Kitty Hawk, NC 27949 261-9727 (H), 305-3739 (O) (District Court Judge/Co. Comm. Appt.)	6/17	Apptd. 1/12 Reapptd. 6/13,15
Teresa Twyne P.O. Box 1746 Manteo, NC 27954 473-2681 (School Supt. or designee)	6/17	Apptd. 10/13 Reapptd. 6/15
Vance Haskett P.O. Box 246 Manteo, NC 27954 473-2069 (Police Chief)	6/17	Apptd. 1/08 Reapptd. 7/09,11,13,15
Gail Hutchison 6115 Hwy 64 Manns Harbor, NC 27953 252-216-8337 (Local Sheriff or designee)	6/17	Apptd. 6/13 Reapptd. 6/15
Jennifer Karpowicz P.O. Box 1276 Manteo, NC 27954 919-357-5700 (Asst. Dist. Atty. or designee)	6/17	Apptd. 7/09 Reapptd. 6/11,13,15
LaQreshia Bates-Harley Chief Court Counselor II P.O. Box 513 Elizabeth City, NC 27907 252-331-4759 (O) (Chief Court Counselor or designee)	6/17	Apptd. 6/16
Keith Letchworth 1708 E. Arlingto Blvd. Greenville, NC 27834 252-347-6365 (Director AMH/DD /SA or designee)	6/17	Apptd. 1/16

Bonnie Bennett, Treas. P.O. Box 1000 Manteo, NC 27954 475-5753 (County Manager or designee)	6/17	Apptd. 1/99 Reapptd. 1/01 Reapptd. 1/03 Reapptd. 10/04,05,07 09,11,13,15
Melinda Mogowski P.O. Box 3707 Kill Devil Hills, NC 27948 441-3536 (Substance Abuse Professional)	6/18	Apptd. 1/99 Reapptd. 1/01 Reapptd. 1/03 Reapptd. 10/04,06,08 6/10,12,14,16
Stephen Wescott P.O. Box 2148 Manteo, NC 27954 216-6358 (Member of Faith Community)	6/18	Apptd. 11/11 Reapptd. 6/12,14,16
Margaret Umphlett 166 Old NC 345 Manteo, NC 27954 305-3241 (County Commissioner)	6/17	Apptd. 12/14 Reapptd. 6/15
Pat Hudspeth, CH 5200 Pine Hill Lane Kitty Hawk, NC 27949 252-473-3484 (Juvenile Defense Attorney)	6/17	Apptd. 3/08 Reapptd. 7/09,11,13,15
Richard J. Martin P.O. Box 1878 Manteo, NC 27954 473-1957 (At Large)	6/17	Apptd. 1/99 Reapptd. 6/13,15
John Gardner 141 Toler Rd. Manteo, NC 27954 252-599-7791 (Member of Business Community)	6/18	Apptd. 1/16 Reapptd. 6/16
Michael Lewis P.O. Box 1490 Manteo, NC 27954 252-216-5257 (H) 252-473-5121 (Rep. United Way/other Non-profit)	6/18	Apptd. 2/16 Rapptd. 6/16
Laura Twichell P.O. Box 2311 Manteo, NC 27954 315-345-6464 (At Large)	6/17	Apptd. 6/15

Jay Burrus P.O. Box 669 Manteo, NC 27954 475-5500 (Director-Health & Human Services)	6/17	Apptd. 1/03 Reapptd. 10/04,05,07 09,11,13,15
Katherine Irby P.O. Box 1000 Manteo, NC 27954 473-4290 (4-H/SOS-At Larg.)	6/17	Apptd. 1/03 Reapptd. 10/04,05,07 09,11,13,15
Malinda Lathan P.O. Box 372 Manteo, NC 27954 473-2845 (H) (At Large)	6/17	Apptd. 2/13 Reapptd. 6/13,15
Tim White P.O. Box 1000 Manteo, NC 27954 475-5916 (Director, Parks & Rec.)	6/18	Apptd. 6/08 Reapptd.6/10,12,14,16
Ryan Henderson 2615 Anchor Lane Nags Head, NC 27959 252-573-8373 At Large	6/17	Apptd. 1/16
Nancy Griffin 94 Skyco Rd. Manteo, NC 27954 423-1781 (At Large)	6/17	Apptd. 6/15
Marsha Ribner-Cady 103 Weir Point Dr. Manteo, NC 27954 252-473-3094(At Large)	6/18	Apptd. 6/10 Reapptd. 6/12,14,16
Alejandra Monica-Sanchez 2009 Norfolk St. Kill Devil Hills, NC 27948 252-441-8217 (Youth Rep. under age 18)	6/18	Apptd. 11/15,16
Joshua Tolson 117 Sherwood Dr. Manteo, NC 27954 252-475-1780 (Youth Rep. under age 18)	6/18	Apptd. 11/15,16

NOTES:

MEETING INFO. - 2nd Tues. each month at 12:30 p.m., Rm. 238, Admin. Bldg.

CONTACT INFO: Bonnie Bennett, Friends of Youth
Jay Burrus, Dept. of Health & Human Services Director
Pat Hudspeth, Chair

MEMBERS COMPENSATED: No

Doug Oberbeck replaced Dave Cheesman 7/07.
Tom Waite replaced Tim Hill 7/07.
Jane Midgett replaced Betty Selby 7/07.
Renee Welch replaced Amy Wells 7/07.
Richard Martin replaced DuWayne Gibbs 7/07.
Katie Lee and Kasey Rollinson filled vacant youth rep. positions 11/07.
Vance Haskett appointed to fill unexpired term of Francis D'Ambra 1/08.
Winfield Bevins replaced Jim Southern 6/08.
Tim White replaced Cliff Ogburn 6/08.
Sarah Massey filled unexpired term of Tom Waite 10/08.
Tom Williamson filled unexpired term of Jane Midgett 12/08.
Melinda Maher filled unexpired term of Renee Welch 12/08.
Sara Gist filled vacant at large student rep 12/08.
Richard Martin replaced Nancy Griffin 7/09.
Jennifer Karpowicz replaced Kimberly Pellini 7/09.
Kevin Brunk filled unexpired term of Winfield Bevins 7/09.
Lora Vann filled unexpired Sarah Massey 11/09.
Lora Gilreath filled unexpired term of Cole Beasley 6/10.
Marsha Ribner-Cady filled vacant at large seat 6/10.
Ron Bennett appointed to fill unexpired term of Eddie Lynch 1/11.
Tripp Hobbs replaced Richard Martin 6/11.
Jeff Deringer replaced Doug Oberbeck 6/11.
Richard Martin replaced Edgar Barnes 6/11.
Lynette Ford replaced Thomas Williamson 6/11.
Tony Gray replaced Melinda Maher 6/11.
Sheila Davies filled unexpired term of Tony Gray 11/11.
Stephen Wescott filled unexpired term of Kevin Brunk 11/11.
Kara Rap filled unexpired term of Elise Quidley 11/11.
Wes Rawles filled unexpired term of David Spruill 11/11.
Matthew Schofield filled unexpired term of Lynette Ford 6/12.
Natalie Evans filled unexpired term of Matthew Schofield 2/13.
Malinda Lathan filled unexpired term of Shelia Davies 2/13.
Teresa Twyne filled unexpired term of Tripp Hobbs 10/13.
Bobbie Lowe filled unexpired term of Sarah Massey 4/14.
Adam Leggett filled unexpired term of Bobbie Lowe 12/14.
Margaret Umphlett filled unexpired term of Virginia Tillet 12/14.
Appointment for Health Department combined with appointment for Social Services, (Health and Human Services) 2014.
Laura Twichell replaced Natalie Evans 6/15.
Nancy Griffin replaced Lora Gilreath 6/15.
Alejandra Monica-Sanchez appointed to fill unexpired term of Austin Banks 11/15.
Joshua Tolson appointed to fill unexpired term of Abby Haywood 11/15.
John Gardner filled unexpired term of Ron Bennett 1/16.
Keith Letchworth filled unexpired term of Adam Leggett 1/16.
Ryan Henderson filled vacant, at large seat 1/16.

Michael Lewis filled unexpired term of Lynn Bryant 2/16.
LaQreshia Bates-Harley filled unexpired term of Sherri Ellington 6/16.

REVISED 7/16

LAND TRANSFER TAX APPEALS BOARD
(Four Year Term)

**This Board meets when a person disputes the amount of land transfer
tax due as stated by the Tax Collector.**

<u>MEMBER</u>	<u>AREA REPRESENTING</u>	<u>TERM EXPIRATION</u>
Jacqueline Ricks-Sample P.O. Box 1367 Kill Devil Hills, NC 27948 441-4367 (Town of KDH appointee)	KDH	6/2017 Reapptd. 6/13
Michael Stone P.O. Box 150 Kitty Hawk, NC 27949 255-0275 (Town of SS appointee)	SS	6/2019 Apptd. 11/15
John Ratzenberger 119 W. Seawatch Court Nags Head, NC 27959 480-0752 (Town of Nags Head appointee)	NH	6/2019 Apptd. 11/15
Jack Overman 110 Puddle Lane Manteo, NC 27954 473-2126	Comm. Apptd.	6/2019 Reapptd. 6/11, 11/15
Vacant (Barbara Connery)	Comm Apptd.	6/2017
June Neri 309 Devon St. Manteo, NC 27954 473-1800 (Town of Manteo appointee)	Manteo	6/2017 Reapptd. 6/13
Emilie Klutz 4805 Lindbergh Ave. Kitty Hawk, NC 27948 261-5878 (Town of Kitty Hawk appointee)	KH	6/2017 Reapptd. 6/13

MEETING DATE: The board only meets when there is an appeal.

County Attorney
P.O. Box 1000
Manteo, NC 27954
475-5811
Greta Skeen, Tax Adm.
P.O. Box 1000
Manteo, NC 27954 Phone: 475-5945

Barbara Connery replaced Manson Meekins who resigned 6/99.
Russell Langley replaced Smokey Broughton 8/99.
Robert Muller replaced Ronald Scott 8/99.
Robert Ralason reappointed for four year term 3/02.
Barbara Connery reappointed for four year term 4/02.
June Neri replaced Jule Burrus 4/02.
Bill Fruit replaced Leo Antonucci 4/02.
Doug Seay replaced Bill Fruit 9/05.
Emilie Klutz replaced Doug Seay 1/06.
Doug Remaley replaced Bob Muller 9/07.
Jack Overman apptd. to fill seat left vacant by Russell Langley 1/08.
Jacqueline Ricks-Sample appointed to fill unexpired term of Robert Rollason 5/2010.
Michael Stone replaced James Perry, Town of Southern Shores 11/15.
John Ratzenberger replaced the late Doug Remaley, Town of Nags Head, 11/15.

REVISED 11/15

LIBRARY BOARD – DARE
(Three Year Term)

This Board establishes local policies within those set by the Regional Library Board and oversees the Library Trust Fund Budget; and also serves on the Board of the Dare County Library Foundation, a 503-C3 tax-exempt organization.

<u>MEMBER</u>	<u>TERM EXPIRATION</u>	<u>ACTION</u>
Lisa Phillips P.O. Box 141 Rodanthe, NC 27968 987-2810 (H) 475-5077 (O)	6-19	Apptd. 8-11 Reapptd. 6-13,16
Sandra Carter 3200 Raymond Ave. Kill Devil Hills, NC 27948 441-4354	6-18	Apptd. 6-15
Beverly Boswell 1705 Sunset Ave. Kill Devil Hills, NC 27948 216-9820 (Cell)	6-18	Apptd. 6-16
Ellen Bryson 1800 Saint David St., Unit A1 Kill Devil Hills, NC 27948 480-1257 (H) 261-2313 (O)	6-17	Apptd. 8-11 Reapptd. 6-14
Mike Hogan, CH P.O. Box 1898 Kill Devil Hills, NC 27948 441-6493 (H), 256-0036 (O)	6-17	Apptd. 6-14
Willard Haithcock, III P.O. Box 2374 Manteo, NC 27954	6-18	Apptd. 6-15
Margaret Umphlett(**) 166 Old NC 345 Manteo, NC 27954 305-3241 (H) (Commissioner Term is 4 years)	6-18	Apptd. 12/14 Reapptd. 6-15
Janice Willis P.O. Box 413 Hatteras, NC 27943 986-2109 (H), 986-2365 (O)	6-17	Apptd. 6-14

NOTES:

MEETING INFO: 2nd Thursday, 10:00 a.m. in Jan, April, July & Oct. in any Library

CONTACT INFO: Mike Hogan, Chairperson; Jonathan Wark, Librarian

MEMBERS COMPENSATED: No

*******At their meeting held on 6/6/16, the DCBC voted to delete the rule that limited people to serving only two consecutive, two year terms.**

** Commissioner appointee.

Jack Hohmann was first appointed to the Board April 1977.
Robert Morrill replaced Harrison Baggerly 6/90.
Stella Green replaced Margot Tillett 6/90.
Helen Kleyla replaced Bea Mulford 6/92.
Nora Fucci replaced Cashar Evans 6/93.
Wayne Gray appointed to fill unexpired term of Jack Hohmann 11/93.
Martha Hohmann replaced Hilda Bayliss 6/94.
Pat Eure replaced Helen Kleyla 7/95.
Jan DeBlieu replaced Nora Fucci 6/96.
Elizabeth Newman replaced Robert Morrill 6/96.
James Melvin replaced Stella Green 6/96.
Beth Storie replaced Martha Hohmann 6/97.
Cheryl Byrd replaced Polly Bernd 6/97.
Jan Willis replaced Ray Gray 6/97.
Cheryl Byrd moved to fill commissioner appointee position replacing Wayne Gray who resigned 8/98.
John "Possum" Silver appointed to fill position vacated by Cheryl Byrd 8/98.
Roger Allen replaced James Melvin 6/99.
Debbie Sauls replaced John Silver 6/00.
John Robert Hooper replaced Cheryl Byrd 3/01.
Dorothy Fink replaced Pat Eure 8/01.
Paul Charron filled unexpired term of Beth Storie 8/01.
Laura Perkins replaced Jan DeBlieu 8/02.
Mel Covey replaced Elizabeth Newman 8/02.
Lynne Hutchins replaced Roger Allen 11/02.
Betty Swanson replaced Jan Willis 6/03.
Amy Huggins filled unexpired term of Paul Charron 10/04.
Janis Cochrane apptd. to fill unexpired term of Mel Covey 1/05.
Mike Johnson apptd. to fill unexpired term of John Robert Hooper 1/05.
Lynne Foster apptd. to fill unexpired term of Dorothy Fink 10/05.
Michael Hogan apptd. to fill unexpired term of Debbie Sauls 10/05.
Commissioner Virginia Tillett replaced Commissioner Mike Johnson 2/08.
Fletcher Willey replaced Laura Catoe 7/08.
Karen Bachman replaced Janis Cochrane 7/08.
Joyce Bornfriend replaced Lynne Hutchins 7/08.
Donna Trivette replaced Betty Swanson 12/09.
William Pfeifer replaced Amy Huggins 12/09.
Elizabeth Gaimel replaced Michael Hogan 12/09.
Jerry Hart replaced Lynne Foster 6/10.
Ellen Bryson filled unexpired term of Fletcher Willey 8/11.
Lisa Phillips filled unexpired term of Jerry Hart 8/11.
Commissioner Margaret Umphlett replaced former Commissioner Virginia Tillett 12/14.
Sandra Carter replaced Donna Trivette 6/15.
Willard Haithcock replaced Elizabeth Gaimel 6/15.
Beverly Boswell filled unexpired term of William Pfeifer 6/16.

REVISED 7/16

MANN'S HARBOR COMMUNITY CENTER
(Two Year Term)

This Board operates and maintains the community center facility and amenities for the use and benefit of Manns Harbor residents.

<u>MEMBER</u>	<u>TERM EXPIRATION</u>	<u>ACTION</u>
Rodney Ballance Manns Harbor, NC 27953 473-5855	6-17	Apptd. 8/01 Reapptd. 6/03,6/05, 6-07,09,11,13,15
Bett Beasley P.O. Box 56 Manns Harbor, NC 27953 473-3217	6-17	Apptd. 8/11 Reapptd. 6/13,15
Clyde Gard P.O. Box 355 Manns Harbor, NC 27953 473-3228	6-18	Apptd. 2/00 Reapptd. 6/01 Reapptd 6/04,06,08,10 12,14,16
Vickie Craddock, Pres. P.O. Box 159 Manns Harbor, NC 27953 473-6086	6-17	Apptd. 1/99 Reapptd. 6/99 6/01, 6/03,6/05, 6/07,09 11,13,15
Bonny Sawyer 5902 Hwy 64 Manns Harbor, NC 27953 473-3038	6-18	Apptd. 6/99 Reapptd. 6/01 Reapptd 6/04,06,08,10 12,14,16

NOTES:

MEETING DATE: (Quarterly/Manns Harbor Community Center)

Richard Burke replaced Robin Gard 8/89.
W.R. Beasley replaced Edward White.
Lori Hux replaced Janet Craddock 7/91.
Crystal Mann replaced Bobby Beasley 9/93.
Joann Ball filled unexpired term of Debbie Tillett 4/95.
Timmy Midgett filled unexpired term of Richard Burke 4/95.
Rollins Tillett, Jr. filled unexpired term of Crystal Sidwell 10/97.
Darlene Craddock appointed to fill unexpired term of Darlene Gard 1/99.
Vickie Craddock appointed to fill unexpired term of Timmy Midgett 1/99.
Bonny Sawyer replaced Joann Ball 6/99

Dropped from 6 members to 5 members 6/99. *(Member dropped was Lori Ann Gibbs who moved to Manteo.)

Clyde Gard appointed to fill unexpired term of Rollins Tillett, Jr. 2/00.
Rodney Ballance appointed to fill unexpired term of Darlene Craddock 8/01.
Clyde Gard and Bonny Sawyer's terms extended one year so everyone's terms will be staggered and not expire at the same time.
Bett Beasley replaced Harry Mann 8/11.

REVISED 6/16

DARE COUNTY WATERWAYS COMMISSION
(Two Year Term)

This Commission promotes the Oregon Inlet Jetty Project, the Hatteras Inlet Project and oversees County dredging projects and waterways related issues.

<u>MEMBER</u>	<u>TERM EXPIRATION</u>	<u>ACTION</u>
Danny Couch P.O. Box 1001 Buxton, NC 27920 995-5671 (H) 216-7383 (Cell)	6-18	Apptd. 1-17
At Large (Vacant)	6-17	
Ernie Foster P.O. Box 120 Hatteras, NC 27943 986-2515 (H)	6-18	Apptd. 2-08 Reapptd. 6-08,10,12,14 6/16
David May, CH. 107 E. Woodlands Dr. Manteo, NC 27954 473-3843 (H) 305-5235 (C)	6-17	Apptd. 6-07 Reapptd. 6-09,11,1,15
Ronald Lowe P.O. Box 23 Hatteras, NC 27943 252-450-5301	6-18	Apptd. 8-16
Dan Oden P.O. Box 306 Hatteras, NC 27943 252-986-2555	6-17	Apptd. 8-16
Fletcher Willey P.O. Box 848 Nags Head, NC 27959 473-5273 (H) 480-4600 (O)	6-17	Apptd. 2-89 Reapptd. 6-93,95 97,99,01,03,05,07,09, 11,13,15
Steve Coulter P.O. Box 189 Hatteras, NC 27943 995-4832 (H)	6-18	Apptd. 3-16

NOTES:

MEETING INFO: Monthly, odd months in Manteo, even months in Buxton.

CONTACT INFO: David May, Chairman
Jenny Gray Jones, OIWC Clerk

MEMBERS COMPENSATED: Members - \$50 per meeting
Chairman - \$75 per meeting

Robert Williams replaced Jim Bunch 6/91.
Wayne Gray replaced John Blair 7/92.
Barry Martin replaced Harry Schiffman 6/93.
Ephraim O'Neal replaced Chris Costenbader 6/94.
Floyd L. Basnight appointed to fill unexpired term of H.O. Golden 8/96.
Billy Carl Tillett replaced Wayne Gray 8/96.
Richard Johnson appointed to fill unexpired term of the late Robert Williams 1/97.
Moon Tillett appointed chairman 1/97.
Ron Tillett appointed to fill unexpired term of Richard Perkins 4/97.
DCBC appointed Moon Tillett as Chairman, Glen Miller as Vice Chairman 6/97.
Michael Davenport replaced Barry Martin 6/98.
Ervin Farrow III replaced Glenn Miller 6/01.
Lee Tugwell filled unexpired term of Moon Tillett 10/04.
Warren Judge apptd. to fill unexpired term of Richard Johnson 6/05.
Allen Burrus apptd. to fill unexpired term of Warren Judge 1/07.
Robin Mann replaced Lee Tugwell 6/07.
David May replaced Jerald Craddock 6/07.
Ernie Foster filled unexpired term of Ephraim O'Neal 2/08.
Jed Dixon replaced Robin Mann 12/11 (for term 6/11-6/13).
Jim Tobin filled unexpired term of Richard Johnson 6/13.
Danny Couch filled unexpired term of Jed Dixon 4/16.
Holly White replaced Jim Tobin 6/16.
Ronald Lowe appointed to replace Holly White who could not serve due to moving out of Dare County 8/16.
Dan Oden appointed to fill unexpired term of Arvin Midgett 8/16.

The OIWC oversees county dredging projects and waterways related issues.

OIWC membership was reduced to 9 members 6/3/02 (consent agenda)
DCBC relinquished responsibility of appointing chairman and vice chairman to the OIWC effective 9/17/02.
OIWC membership reduced to 7 members 6/03.
DCBC added another member (Steve Coulter) for a two year term ending 6/18. (3/16)
*****Name changed to Dare County Waterways Commission 8/15/16.**

At the DCBC meeting on 1/3/17, Commissioner Danny Couch was moved from the At Large seat to the Commissioners seat. The At Large seat is vacant until a later appointment by the DCBC.

REVISED 1/17

ROANOKE ISLAND COMMUNITY CENTER
(Two Year Term)

This Board operates and maintains the community center facility and Amenities for the use and benefit of all members of the community.

<u>MEMBER</u>	<u>TERM EXPIRATION</u>	<u>ACTION</u>
Jonique Lee 1014 Burnside Rd. Manteo, NC 27954 216-6464 (Cell)	6-17	Apptd. 6/15
Betty Selby P.O. Box 1485 Manteo, NC 27954 473-3570(H) 473-1151(W)	6-17	Apptd. 1/06 Reapptd. 6/07,09 11,13, 15
Kelli Harmon 723 Pirates Way Manteo, NC 27954 910-286-1660 (H)	6-18	Apptd. 7-15 Reapptd. 6/16
Doris Pledger Creecy P.O. Box 1068 Manteo, NC 27954	6-18	Apptd. 6-89 Reapptd. 6-91,93, 95,97,99,01,03,04, 06,08,10,12,14,16
Allen Moran 381 Mother Vineyard Rd. Manteo, NC 27954 423-1309 (H) 475-9222 (W)	6-17	Apptd. 6-15
Daniel Selby, Ch. P.O. Box 1544 Manteo, NC 27954 216-8226	6-18	Apptd. 9-06 Reapptd.6/08,10,12 14,16
David Twiddy 104 Weir Point Dr. Manteo, NC 27954 473-3827 (H) 423-1538 (W)	6-17	Apptd. 6-15

NOTES:

Meeting Date: 1st Weds. Of each month, 6:00 pm at the RI Comm. Ctr.
Betty Govan replaced Lemuel Anderson 8/91.
Beulah Charity replaced Jerome Selby 6-93.
Wilford Wescott replaced Snooks Tillett 6/97.
Arvilla Bowser replaced Wilford Wescott 6/99.
Earl W. Bryant replaced Betty Selby 9/01
Roland Bowser filled unexpired term of Earline Simmons 1/06.
Betty Selby filled unexpired term of Dell Collins 1/06.

Willie Brickhous filled unexpired term of Arvilla Bowser 4/06.
Daniel Selby filled unexpired term of Earl Bryant 9/06.
Jonique Lee, Allen Moran and David Twiddy replaced Roland Bowser, Dorothy Tillett and Willie
Brickhouse 6/15
Kelli Harmon filled unexpired term of John Daniels 7/15.

REVISED 6/16

DARE COUNTY TRANSPORTATION ADVISORY BOARD

(Staggered Terms/Four Year Term)

The Dare County Transportation System is required by the State's Community Transportation Program to have a local Transportation Advisory Board. This Board is expected to maintain a minimum level of coordinated transportation service and to maintain ongoing communications as a means of seeking public involvement and ongoing administrative oversight.

<u>MEMBER</u>	<u>TERM EXPIRATION</u>	<u>ACTION</u>
Brandi Rheubottom P.O. Box 1000 Manteo, NC 27954 475-5635 DC Older Adult Services	6-2018	Apptd. 6/06 Reapptd. 6/10,14
Jay Burrus P.O. Box 1000 Manteo, NC 27954 473-1471 Dept. of Health & Human Services	6-2018	Apptd. 6-98 Reapptd. 7/02,06,10,14
Vacant East Carolina Health Care	6-2017	
Kenny Kee 1101 E.R. Daniels Rd. Wanchese, NC 27981 480-3500 Job Link Career Center	6-2018	Apptd. 6-04 Reapptd.6-06,10,14
Vacant Private Trans. Provider	6-2017	
Nessie Siler 146 Airport Rd. Manteo, NC 27954 473-3376 Transit User/Disabled	6-2018	Apptd. 6-14
Ginny Zdanski P.O. Box 175 Manteo, NC 27954 473-6316 Public Human Service Agency	6-2020	Apptd. 11-16
Jack Shea P.O. Box 1000 Manteo, NC 27954 475-5700 Dare County Commissioner	6-2019	Apptd. 1/07 Reapptd.6/07,9/11 6/15

Vacant (Maria Heifferon)
Ethnic Minority Rep.
(Public Sector)

6-2016

Vacant
Hatteras Island

6-2016

John Winston, Jr.
P.O. Box 905
Nags Head, NC 27959
441-7942
Education Institution

6-2018

Apptd. 6-06
Reapptd. 6/10

Amy Montgomery
OBX Hospital
4800 S. Croatan Hwy.
Nags Head, NC 27959
(Dialysis/Hospital Rep.)

6-2017

Apptd. 9/11
Reapptd. 6/13

Paul Keller
P.O. Box 8106
Duck, NC 27949
261-3395
(Public/Business Rep.)

6-2017

Apptd. 8/09
Reapptd. 6/13

NOTES:

CONTACT INFO: Don Cabana, Transportation Director
475-5641

MEETING DATE: Quarterly, Dare Co. Center, 8:30 a.m.

Stuart Bell appointed to fill unexpired term of Dick Wood 2/99.
Warren Judge replaced Stuart Bell 7/99.
Doug Tutwiler replaced John Xenakis 7/99.
Randy Hemmis filled unexpired term of Al Valentino 1/00.
Bryan Shaw filled unexpired term of Ward Barnett 1/00.
Richard Wescoat appointed to fill unexpired term of Al Forman 2/00.
Donnie Just appointed to fill unexpired term of Doug Tutwiler 2/00
Ray Seiwel filled unexpired term of Randy Hemmis 2/00.
Trish Blacmon appointed to fill unexpired term of Wilson Shearin 6/00.
Christan Zdanski replaced Uli Bennewitz 6/00.
Oral Ali replaced Lani Goodwin 6/00.
Dawn Enochs replaced Warren Judge 6/00.
David Hoare appointed to fill unexpired term of Richard Wescoat 10/00.
Curtis Creech appointed to fill unexpired term of Chris Zdanski 12/00.
Comm. Geneva H. Perry filled unexpired term of outgoing Comm. Cheryl Byrd 1/01.
Kim Bailey replaced Ann Laughlin 7/01.
David Quidley replaced Bryan Shaw 7/01.
Jeff Tack filled unexpired term of Dawn Enoch 7/01.
Eric Spears filled unexpired term of Donnie Just 7/01.
Kermit Skinner filled unexpired term of the late Curtis Creech 6/02.
DCBC eliminated seat for Cancer Support Group 7/1/02.
Jody Crosswhite filled unexpired term of Trish Blackmon 12/02.
Comm. Cheryl Byrd appointed to fill unexpired term of outgoing Comm. Geneva Perry 2/03.

Margie Midgett appointed to fill unexpired term of Dell Collins 3/03.
Doug Seay replaced Jeff Tack (OB Visitor Bureau) 6/03.
Sandy Morrison apptd. to fill unexpired term of David Hoare 6/03.
Pete Groom replaced Alex Risser 6/04.
Pat Morrissey replaced Kermit Skinner, 6/04.
Kenny Kee replaced Jimmy Perry 6/04.
Megan Gregory replaced David Quidley 1/05.
Robert Woodard apptd. to fill unexpired term of Doug Seay 2/05.
Amy Etheridge apptd. to fill unexpired term of Kim Bailey 2/05.
Ben Sproul apptd. to fill vacant OB Rest. Asso. seat 4/05.
Andy Szakos filled unexpired term of Sandy Morrison 3/06.
Michelle Pharr filled unexpired term of Bob Woodard 3/06.
Tim Shearin filled unexpired term of Pat Morrissey 4/06.
David Kleinschuster apptd. To fill unexpired term of Amy Etheridge 6/06.
Comm. Jack Shea apptd. to fill unexpired term of Cheryl Byrd 1/07.
Amy Montgomery filled unexpired term of Gina Scarborough 9/11.
Kristen Parrino filled vacant Hatteras Island seat 4/15.
Apptd. Ginny Zdanski to fill vacant Public Human Service Agency seat 11/16.

REVISED 11/16

COMMISSIONERS' BUSINESS

MANAGER'S / ATTORNEY'S BUSINESS



Closed Session - Personnel Matter

Description

Pursuant to the provisions of NCGS 143-318.11(a)(6), the Board will enter into Closed Session to discuss a personnel matter and approve minutes of the last Closed Session.

Board Action Requested

Approve Going Into Closed Session

Item Presenter

County Manager, Robert Outten