



**Board of Commissioners
Agenda Packet**

June 6, 2022

5:00 PM Work Session

Discussion of School Capacity for Tulls Creek Elementary

6:00 PM Call to Order

- A) Invocation & Pledge of Allegiance
- B) Approval of Agenda

Public Comment

Please limit comments to matters other than those appearing on this agenda as a Public Hearing. Public comments are limited to 3 minutes.

Commissioner's Report**County Manager/Attorney Reports****Public Hearings**

- A) **Public Hearing on the Currituck County Annual Budget for the Fiscal Year Ending June 30, 2023.**

New Business

- A) **Consideration for Approval of Design Proposal for Tulls Creek Elementary School and Authorize County Manager to Execute Contracts**
- B) **Consideration of an Amendment to the Board of Commissioners Rules of Procedure to Provide for a Reading of a Code of Ethics Statement at Each Meeting**
- C) **Board Appointments**
 - 1. Recreation Advisory
- D) **Consent Agenda**
 - 1. Budget Amendments
 - 2. Master Fee Schedule-Revised
 - 3. Project Ordinance-Dune Walkovers-Design: Bonito, Marlin & Sturgeon
 - 4. Project Ordinance-Mainland Water 16" Water Main and Booster Station
 - 5. Approval for Commissioner Mary Etheridge and Commissioner Jarvis to attend the NCACC Annual Conference, August 11-13, 2022, Cabarrus County.
 - 6. Resolution Approving the Exhibition, Use and Discharge of Pyrotechnics in Historic Corolla Park, Corolla, North Carolina.
 - 7. JCPC Funding Plan and Certification-FY 2022-2023
 - 8. Verizon Tower Lease Amendment #6-Ocean Trail, Corolla
 - 9. Approval Of Minutes-May 16, 2022; Board of E&R

Adjourn

Special Meeting-Tourism Development Authority

Tourism Development Authority-Public Hearing on Annual Budget for the Fiscal Year Ending June 30, 2023.

TDA-Budget Amendments

Adjourn Meeting of the TDA**Special Meeting-Ocean Sands Water and Sewer District Board**

Public Hearing: Ocean Sands Water & Sewer District Budget for Fiscal Year Ending June 30, 2023

Adjourn Meeting of the OSWSD Board



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3445)

Agenda Item Title: Discussion of School Capacity for Tulls Creek Elementary

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Discussion

Brief Description of Agenda Item:

5:00 PM Work Session to discuss and receive Commissioner input regarding student capacity for the new Tulls Creek Elementary.

Potential Budget Affect: N/A

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3448)

Agenda Item Title: Public Hearing on the Currituck County Annual Budget for the Fiscal Year Ending June 30, 2023.

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Is this item regulated by plan, regulation or statute? Yes

Planning Board Recommendation:

Required Public Hearing following presentation of the proposed Currituck County budget at the May 16, 2022, Board of Commissioners Meeting. The annual budget must be adopted no later than June 30, 2022, for an effective date of July 1, 2022.

Manager Recommendation:



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3461)

Agenda Item Title: Consideration for Approval of Design Proposal for Tulls Creek Elementary School and Authorize County Manager to Execute Contracts

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Consideration for approval of design proposal for the new Tulls Creek Elementary School construction project.

Potential Budget Affect:

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:

SUSSEX

April 6, 2022

County of Currituck
153 Courthouse Road
Suite 302
Currituck, North Carolina 27929

Attn: Crystal Owens
Contract Purchasing Agent

Project: Tulls Creek Elementary School

Dear Crystal:

We respectfully submit our proposal for the design fees associated with the design-build services required for the referenced project, in the total amount of \$ 2,958,156.70. This project may be further defined as a new 750 student elementary school to be located on a 36-acre site on Tulls Creek Road in Currituck County, North Carolina.

The proposed fees allow for designing the school to align with the North Carolina Department of Public Instruction's Typical Space Profile for PreK to 5th grades. The project will also be designed to comply with the requirements of the 2018 North Carolina Building Code and other AHJ requirements. These fees are further clarified in the attached Design Fee Compilation spreadsheet, Fee Proposal Clarifications, and proposals from Boomerang Design, Timmons Group, and Terracon.

The attached fees are for design / preconstruction scope of work only. The total budget costs for this project have not yet been assembled and will be a first step once approved to move forward with design. Once assembled, the total project costs will be updated regularly as we move forward with the design process.

We sincerely appreciate the opportunity to be a part of this project and stand ready to engage immediately upon approval of this proposal.

Sincerely,



Harry L. Davis III
President

CURRITUCK COUNTY
TULLS CREEK ELEMENTARY SCHOOL
DESIGN FEE COMPILATION

04.06.22

BOOMERANG DESIGN

Architecture & Interior Design	\$1,676,500.00	
Civil Engineering	\$170,000.00	
Structural Design	\$215,000.00	
Mechanical, Plumbing, & Electrical	\$502,100.00	
Food Prep Area Design	\$15,400.00	
Construction Administration Participation	Included	
Reimburseables - Allowance	<u>\$10,000.00</u>	
Sub Total	\$2,589,000.00	\$2,589,000.00

TIMMONS

Topographic Survey	\$9,800.00	
Tulls Creek Roadway Topo	<u>\$3,650.00</u>	
Sub Total	\$13,450.00	\$13,450.00

TERRACON

Explorations & Geotechnical Engineering	<u>\$34,752.50</u>	
Sub Total	\$34,752.50	\$34,752.50

ADDITIONAL SERVICES DESIGN ITEMS

Generator Design (essential items only)	\$7,500.00	
NCDOT Roadway Improvement Design	\$27,500.00	
Anticipated Site Review Fees - Allowance	\$5,000.00	
	<u>\$0.00</u>	
	\$40,000.00	\$40,000.00

SUSSEX DEVELOPMENT CORPORATION

Pre Construction Services	\$214,176.20	
Record Documents - Allowance	<u>\$25,000.00</u>	
Sub Total	\$239,176.20	<u>\$239,176.20</u>

SUBTOTAL

Payment & Performance Bond Requirements		\$2,916,378.70
		<u>\$37,200.00</u>

TOTAL **\$2,953,578.70**

Attachment: Tulls Creek Elementary School Design Fee Compilation 04.06.22 (Tulls Creek Elementary Design Proposal)

**CURRITUCK COUNTY
TULLS CREEK ELEMENTARY SCHOOL
FEE PROPOSAL CLARIFICATIONS**

04.06.22

1. This proposal is based upon design of a proposed new 750 student elementary school.
2. The costs noted above are for the Preconstruction phase only.
3. The following items are excluded from this proposal:
 - * Commissioning - to be included in the Total Budget Costs when assembled.
 - * Design of technology, security, cameras, AV, etc.
 - * Design of furniture - to be included in the Total Budget costs when assembled.
 - * LEED Design
 - * Rezoning, special use, or conditional use permitting.
 - * 404 Wetland delineation or permitting.
 - * Environmental permitting.
 - * Off site utility drainage studies or improvements.
 - * Special Inspections - to be included in the Total Budget Costs when assembled.
 - * Traffic impact analysis and traffic studies.
4. The projected schedule for the Preconstruction scope of work is as follows::
 - * Notice to Proceed: Monday, May 2, 2022
 - * 100% Design submission to Owner: Tuesday, September 26, 2023



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3458)

Agenda Item Title: Consideration of an Amendment to the Board of Commissioners Rules of Procedure to Provide for a Reading of a Code of Ethics Statement at Each Meeting

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

At the May 16, 2022, Board of Commissioners meeting, the County Manager/Attorney was directed to draft a Code of Ethics statement for Board review. Commissioners will consider changing the Rules of Procedure by requiring a reading of an ethics statement at the start of each meeting.

Potential Budget Affect: N/A

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:

**AN ORDINANCE OF THE CURRITUCK COUNTY BOARD OF
COMMISSIONERS AMENDING SECTIONS 2-63 AND 2-65 OF THE
CURRITUCK COUNTY, NORTH CAROLINA CODE OF ORDINANCES
PROVIDING FOR INCLUSION OF AN ETHICS AWARENESS AND
CONFLICT OF INTEREST REMINDER ON THE BOARD OF
COMMISSIONERS' AGENDA**

WHEREAS, pursuant to N.C. Gen. Stat. §153A-71 a board of commissioners may adopt its own rules of procedure in keeping with the size and nature of the board and in the spirit of generally accepted principles of parliamentary procedure.

WHEREAS, under Chapter 2, Division 3. Code of Ethics of the Code of Ordinances for Currituck County a county commissioner should uphold the integrity and independence of his or her office, avoid impropriety and the appearance of impropriety in all his or her activities, conduct the affairs of the board in an open and public manner and regulate his or her extra-governmental activities to minimize the risk of conflict with his or her official duties; and

WHEREAS, a reminder at the beginning of any meeting of the Board of Commissioners of a commissioner's duty to avoid conflicts of interest and to continually monitor, evaluate and manage the commissioner's personal, financial and professional affairs to ensure the absence of conflicts of interest will enhance the public interest in open government.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners for the County of Currituck, North Carolina as follows:

PART I. Sec. 2-63 of the Code of Ordinances, Currituck County, North Carolina is rewritten to read as follows:

Sec. 2-63. Power of chair.

The chair shall preside at all meetings of the board. A member must be recognized by the chair in order to address the board. The chair shall have the power to:

- (1) Rule motions in or out of order, including the right to rule out of order any motion patently offered for obstructive or dilatory purpose;
- (2) Determine whether a speaker has gone beyond reasonable standards of courtesy in ~~his~~ their remarks and entertain and rule on objections from other members on this ground;
- (3) Entertain and answer questions of parliamentary law or procedure;
- (4) Call a brief recess at any time;

(5) Adjourn in an emergency;

(6) Read, or designate someone to read, the following ethics awareness and conflict of interest reminder itemized in the board agenda order of business:

In accordance with Chapter 2, Division 3 of the Currituck County Code of Ordinances, it is the duty of every commissioner to avoid both conflicts of interest and appearances of conflict. Does any commissioner have any known conflict of interest or appearance of conflict with respect to any matters coming before the Board of Commissioners in this meeting? If so, please identify the conflict or appearance of conflict and refrain from any participation in the matter involved.

PART II. Sec. 2-65 of the Code of Ordinances, Currituck County, North Carolina is rewritten to read as follows

Sec. 2-65. Order of business.

Items shall be placed on the agenda according to the order of business. The order of business for each regular meeting shall be as follows:

(1) Call to order;

(2) Invocation and pledge of allegiance;

(3) Ethics awareness and conflict of interest reminder;

~~(3)~~(4) Approval of agenda;

~~(4)~~(5) Public comment;

~~(5)~~(6) Commissioner reports;

~~(6)~~(7) County manager's report;

~~(7)~~(8) County attorney's report;

~~(8)~~(9) Administrative reports;

~~(9)~~(10) Old business;

~~(10)~~(11) Public hearings;

~~(11)~~(12) New business;

~~(12)~~(13) Board appointments;

~~(13)~~(14) Consent agenda;

~~(14)~~(15) Approval of minutes;

~~(15)~~(16) Adjournment.

Without objection, the chair may call items in any order most convenient for the dispatch of business.

PART III. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

PART IV. This ordinance is effective immediately upon adoption.

ADOPTED this 6th day of June 2022.

Michael H. Payment, Chairman
Board of Commissioners

ATTEST:

Leeann Walton
Clerk to the Board

APPROVED AS TO FORM:

Donald I. McRee, Jr.
County Attorney

Date adopted: _____

Motion to adopt by Commissioner _____

Second by Commissioner _____

Vote: _____ AYES _____ NAYS

S:\Legal\Ordinances\



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3450)

Agenda Item Title: Recreation Advisory

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Commissioner White will submit a nominee to serve on the Recreation Advisory Board.

Potential Budget Affect: N/A

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:

RECREATION ADVISORY BOARD
2 Year Terms

Incumbent	District Served	New Appointee	Nominated by	Date of Appointment	End of Term
Ryan Hodges	District 1		Bob White	1/4/2021	3rd Term January 2022
Ted Jagucki	District 2		Selina Jarvis	1/4/2021	1st Term January 2023
Harold Walston	District 3		Mike Payment	1/21/2020	2nd Term January 2024
Mike Fost	District 4		Paul Beaumont	4/4/2022	2nd Term January 2023
Peter Aitken	District 5		Owen Etheridge	1/4/2021	3rd Term January 2022
Bobby Gelormine	At-Large		Kevin McCord	4/4/2022	1st Term January 2024
Mike Lane	At-Large		Kitty Etheridge		2nd Term
				1/4/2021	January 2023

Commissioner McCord Serves on this Board



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3453)

Agenda Item Title: Budget Amendments

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Budgeted funds transfers.

Potential Budget Affect: Please see individual items for account, department, and net budget effects.

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:

Number

20220140

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 6th day of June 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2022.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
50447-590015	Bonito Walkover Replacement 2023	\$ 25,767	
50447-590016	Sturgeon Walkover Replacement 2023	\$ 25,767	
50447-590017	Marlin Walkover Replacement 2023	\$ 25,767	
50390-495015	T F - Occupancy Tax		\$ 75,000
50380-481000	Investment earnings		\$ 2,301
		<u>\$ 77,301</u>	<u>\$ 77,301</u>

Explanation: County Governmental Construction (50) - Increase appropriations for design of walkway replacements to be constructed in FY 2023.

Net Budget Effect: County Governmental Construction (50) - Increased by \$77,301.

Minute Book # _____, Page # _____

Journal # _____

Clerk to the Board

Attachment: BudAmends_June 6_General Meeting (Budget Amendments)

Number

20220141

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 6th day of June 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2022.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10640-511000	Telephone & Postage		\$ 2,800
10640-521100	Equipment Lease	\$ 1,358	
10640-545000	Contracted Services	1,442	
		<u>\$ 2,800</u>	<u>\$ 2,800</u>

Explanation: Cooperative Extension (10640) - Transfer for operations for remainder of this fiscal year.

Net Budget Effect: General Fund (10) - No change.

Minute Book # _____, Page # _____

Journal # _____

Clerk to the Board

Attachment: BudAmends_June 6_General Meeting (Budget Amendments)

Number

20220142

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 6th day of June 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2022.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10310-400100	Vehicle Tax Collected by DMV		\$ 44,800
10380-480000	Returned Check Charge		2,900
10415-502000	Salaries		10,000
10415-532000	Supplies	\$ 10,000	
10441-506000	Health Insurance		3,702
10441-511000	Telephone & Postage	300	
10445-503500	Temporary Services	102	
10445-506000	Insurance Expense	2,050	
10445-511000	Telephone & Postage	250	
10445-545000	Employee Assistance	1,000	
10480-521000	Equipment Lease	500	
10480-558100	Domestic Violence Center	1,500	
10510-531000	Fuel	35,000	
10510-545000	Contract Services	3,000	
10512-531000	Fuel	2,000	
10530-561000	Professional Services	500	
10540-511000	Telephone & Postage	750	
10550-545000	Contracted Services	4,000	
10650-531000	Fuel	250	
10795-511010	Data Transmission	200	
12543-531003	Fuel - Moyock VFD	5,000	
12543-531003	Volunteer Assistance		5,000
30850-507100	Separation Allowance Expense	28,000	
30850-506000	Retiree Insurance Expense	101,000	
30390-499900	Appropriated Fund Balance		129,000
61818-511000	Telephone & Postage	8,000	
61818-516200	Vehicle Maintenance	3,000	
61818-531000	Fuel	9,000	
61818-533800	Chemicals	30,000	
61360-467000	Sale of Materials		6,500
61360-471000	Tap & Connection Fees		11,650
61360-473000	Reconnection Fees		14,000
61360-470000	Utilities Charges		17,850
63838-558400	Solid Waste Disposal Tax	15,000	
63320-413600	Solid Waste Disposal Tax - Revenue		15,000

Attachment: BudAmends_June 6_General Meeting (Budget Amendments)

66868-511000	Telephone & Postage	4,000	
66868-545100	Credit Card Fees	10,000	
66868-506000	Health Insurance Expense		14,000
67878-531000	Fuel	5,000	
67878-506000	Health Insurance Expense		5,000
210541-554006	Insurance - Corolla	500	
210541-506000	Health Insurance Expense		500
		<u>\$ 279,902</u>	<u>\$ 279,902</u>

Explanation: Legal (10415); Information Technology (10441); Human Resources (10445); Register of Deeds (10480); Sheriff (10510); Animal Services and Control (10512); EMS (10530); Inspections (10540); Airport (10550); Economic Development (10650); Parks & Recreation (10795); Moyock VFD (12543); Postemployment Retiree Benefits (30850); Mainland Water (61818); Solid Waste (63838); Southern Outer Banks Water (66868); Mainland Sewer (67878); Corolla Fire Services (210541) - Appropriation adjustments for operations for the remainder of this fiscal year.

Net Budget Effect: General Fund (10) - Increased by \$47,700.
Fire Services Fund (12) - No change.
Postemployment Benefits (30) - Increased by \$129,000.
Mainland Water Fund (61) - Increased by \$50,000.
Solid Waste Fund (63) - Increased by \$15,000.
Southern Outer Banks Water Fund (66) - No change.
Mainland Sewer Fund (67) - No change.
Corolla Fire Services Fund (210) - No change.

Minute Book # _____, Page # _____

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Clerk to the Board

Number

20220143

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 6th day of June 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2022.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
50460-590004	Historic Courthouse Generator	\$ 17,890	
50390-495010	T F - Operating Fund		\$ 17,890
10990-587050	T T - Co Gov't Construction Fund	\$ 17,890	
10310-400100	DMV Taxes		\$ 17,890
		<u>\$ 35,780</u>	<u>\$ 35,780</u>

Explanation: County Governmental Construction (50) - Increase appropriations for required bonds for Historic Generator project.

Net Budget Effect: Operating Fund (10) - Increased by \$17,890.
County Governmental Construction (50) - Increased by \$17,890.

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Clerk to the Board

Attachment: BudAmends_June 6_General Meeting (Budget Amendments)

Number

20220144

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 6th day of June 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2022.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10460-532001	Supplies - Beach Parking	\$ 12,000	
10340-450420	Beach Parking		\$ 12,000
		<u>\$ 12,000</u>	<u>\$ 12,000</u>

Explanation: Public Works (10460) - Increase appropriations to purchase beach parking permits.

Net Budget Effect: Operating Fund (10) - Increased by \$12,000.

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Clerk to the Board

Attachment: BudAmends_June 6_General Meeting (Budget Amendments)

Number

20220145

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 6th day of June 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2022.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
55818-594003	16" Water Main, 3 Booster Pumps & Hydraulic	\$ 750,000	
55390-495610	T F - Mainland H2O Sys Dev Fees		\$ 750,000
610818-587055	T T - Mainland H2O Construction	750,000	
610360-472000	Mainland Water Sys Dev Fees		250,000
610390-499900	Retained Earnings Appropriated		500,000
		<u>\$ 1,500,000</u>	<u>\$ 1,500,000</u>

Explanation: Mainland Water Construction (55818): Mainland Water System Developmental Fees (610818) - Increase appropriations for 16" Water Main, Booster Pump Stations for Sligo, Moyock and Coinjock, and Hydraulic Modeling.

Net Budget Effect: Mainland Water Construction Fund (55) - Increased by \$750,000.
Mainland Water System Development Fee Fund (610) - Increased by \$750,000.

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Clerk to the Board

Attachment: BudAmends_June 6_General Meeting (Budget Amendments)



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3457)

Agenda Item Title: Master Fee Schedule-Revised

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Revise Master Fee Schedule to increase fee for ordinance violations to \$75 and to enable owner-managed vacation home rentals in the off-road area to purchase replacement Beach Parking Permits at \$75.00 per permit.

Potential Budget Affect: TBD

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:

Currituck County Master Fee
Schedule

Dept.	Description	Cost							
Airport	After Hours Fee (5:01 PM - 7:59 AM)	\$75 first hour/\$25 each additional hour							
Airport	Concession Fees - Aviation Maintenance & Repair Services	\$75.00 annual							
		due on 10th following quarter end: Jan 10, Apr 10, Jul 10 & Sep 10							
Airport	Concession Fees - Based Charter Aircraft Travel Services	5% of booked fee							
Airport	Concession Fees - Banner Towing Operations	\$75.00 annual							
Airport	Concession Fees - Crop Dusting	\$300.00 annual							
Airport	Concession Fees - Flight Lessons two or more Currituck based aircraft	\$75.00 annual							
Airport	Concession Fees- Flight Lessons no Currituck based aircraft	\$300.00 annual							
Airport	Concession Fees- Flight Lessons one Currituck based aircraft	\$150.00 annual							
Airport	Concession Fees- Hang Gliding	\$7,000.00 annual							
Airport	Concession Fees - Rental Car Services	\$300.00 annual							
Airport	Ground Power Unit (GPU)	\$50 per hour							
Airport	Hangar leases, non-commercial	\$2,760.00 annual, payable \$230 per month - Effective 8/1/2013							
Airport	Hangars, commercial A-5-T, A-11-T & Office space 2 combined	\$5,796.00 Effective 8/1/2013							
Airport	Hangars, commercial C-2, C-3, C-4, C-5	\$6,555.00 Effective 8/1/2013							
Airport	Hangars, commercial A-1-T, A-6-T & office space 1 combined	\$5,520.00 Effective 8/1/2013							
Airport	Hangars, commercial B-1-C & B-2-C	\$5,520.00 Effective 8/1/2013							
Airport	Hangars, commercial C-1	\$7,590.00 Effective 8/1/2013							
Airport	Landing Fee	\$100.00 Fee waived with fuel purchase of 150 gallons							
Airport	Ramp Fee	\$50.00 Not waived with fuel purchase							
		Payments received after 10th of each month for each hangar							
Airport	Late Fee	\$15.00 and/or tie-down lease							
Airport	Overnight Fee	\$75 per night One night fee waived with fuel purchase of 150 gallons							
Airport	Tie-down leases	\$10.00 per month							
		Discounts up to 50% off at the discretion of the Director and/or Shelter Manager. Or approval by County Manager							
Animal Services & Control	Adoption Fee- Dog	\$125.00							
Animal Services & Control	Adoption Fee- Cat	\$75.00							
Animal Services & Control	Reclaim Fee- 1st offense	\$25.00 + \$10.00 a day							
Animal Services & Control	Reclaim Fee- 2nd offense	\$50.00 + \$10.00 a day							
Animal Services & Control	Reclaim Fee- 3rd offense	\$75.00 + \$10.00 a day							
Animal Services & Control	Reclaim Fee- 4th offense	\$100.00 + \$10.00 a day							
Animal Services & Control	Rabies Shot at County Sponsored Rabies Clinics	\$10.00							
Animal Services & Control	Facility rental fees - CCRC rentals will also be charged NC sales tax in addition to the rental fee.								
CCRC	Complete facility rental fee/Exclusive right to use grounds	\$500.00 per day.							\$33.75
CCRC	Picnic Shelter- half day rental	\$25.00 per day/per room (up to 4 hours)							\$1.69
CCRC	Picnic Shelter- full day rental	\$50.00 per day/per room (up to 8 hours)							\$3.38
CCRC	Classroom rental	\$50.00 per day							\$3.38
CCRC	Indoor Arena:	\$175.00 per weekend day							\$11.81
CCRC		\$125.00 per week day							\$8.44
CCRC	Outdoor Arena:	\$125.00 per weekend day							\$8.44
CCRC		\$100.00 per week day							\$6.75
CCRC	Park Attendant	\$18.00 per hour - nights/weekends/holidays							\$1.22
CCRC	Stall Rental:								\$0.00
CCRC	Overnight, no event	\$35.00 per nights							\$2.36
CCRC	With event	\$15.00 day stall							\$1.01
CCRC		\$25.00 2 day show							\$1.69
CCRC		\$30.00 3 day show							\$2.03
CCRC	Shavings must be used with any stall rental. No one can stall a horse without shavings.								
CCRC	Shavings	\$7.50 per bag							
CCRC	RV/Camper Hook-up	\$25.00 per night							
CCRC	Vendor Hook-up	\$25.00 per day							
CCRC	Admission Fees - Non-County Event	10% of ticket sales for all non-County events.							
CCRC	Technology fee	\$50.00 Includes Wi-Fi, phone, copier, fax access							
CCRC	Returned check/credit card/left fee	\$35.00							
Communications	CD: 911 Data	\$25.00							
Communications	911 Incident Report/911 Transcripts	\$1.00 per page							
Community Development	Central Permitting Fees:	Residential Commercial							
Community Development	New construction and additions	\$0.50 per sf \$0.60 per sf							
Community Development	Alterations	\$0.25 per sf \$0.30 per sf							
Community Development	Cell Tower Evaluation	\$1,000 minimum; actual cost for more complex evaluations							
Community Development	Decks	\$0.35 per sf \$0.50 per sf							
Community Development	Demolition	\$50 \$100							
Community Development	Detached Buildings	\$0.25 per sf \$0.35 per sf							
Community Development	Fuel Pumps	N/A \$50 per pump							
Community Development	Fuel Tanks Above or Below Grade	N/A \$250 per tank							
Community Development	HVAC change out (includes all trade permits)	\$50 \$100							
Community Development	Insulation (new)	\$75 \$125							
Community Development	Insulation (alteration)	\$30 \$50							
Community Development	Metal Carport, pre-manufactured (Open, enclosed 50% or open on two ends)	Greater than 400 sq ft \$50 \$100							
Community Development	Wooden Carport, Pole Barns (Open, enclosed 50% or open on two ends)	\$50 \$100							
Community Development	Mobile Homes	\$0.30 per sf \$0.40 per sf							
Community Development	Modulars	\$0.30 per sf \$0.40 per sf							
Community Development	Trade Permits P M E G (New)	\$75 each \$125 each/per suite							
Community Development	Trade Permits P M E G (Alterations)	\$30 each \$75each/ per suite							
Community Development	Roofing (sheathing replacement)	\$75.00 \$100							
Community Development	Roofing (shingles only)	Greater than 15,000 sq ft \$50 \$75							
Community Development	Solar array	\$50 base + \$0.20 per panel \$200 base + \$0.20 per panel							
Community Development	County, State, Federal, Non-profit	No fee No fee							
Community Development	Miscellaneous:								
Community Development	Bulkhead, Pier, Dock, Boatlift	\$100.00 \$200							
Community Development	CAMA Minor Permit	\$100.00 \$100							

Community Development	Elevator (includes trade permits)	\$100.00	\$200	
Community Development	Fire Alarm	N/A	\$100	
Community Development	Fire Sprinklers	\$50.00	\$100	
Community Development	Hot Tub (includes trade permits)	\$100.00	\$150	
Community Development	Moving Permit	\$0.20 per sf	\$0.20 per sf	
Community Development	Retaining wall	\$50 each	\$100 each	
Community Development	Siding replacement	> \$20,000 project	\$50 \$75	
Community Development	Swimming Pool (flat fee includes trade permits)	\$100.00	\$250	
Community Development	Signs (on premise)	N/A	\$75 per sign	
Community Development	Signs (off premise)	N/A	\$100 per sign	
Community Development	Temporary Office	N/A	\$60	
Community Development	Tents and Membrane Structures	Greater than 800 sq ft	\$100 \$200 per structure	
Community Development	Towers		\$500 each	
Community Development	Window, Door replacement	> \$20,000 project	\$50 \$75	
Community Development	Wind Turbine	\$200 each	\$500 each	
Community Development	Amusement rides, water slides	N/A	\$500 each ride	
Community Development	Minimum permit fee	\$50	\$100	
Community Development	Projects that do not fall within the categories above shall be figured on a cost of construction basis as follows:			
Community Development	\$1-\$5,000	\$50.00	\$100	
Community Development	Over \$5,000	\$10 per \$1,000	\$20 per \$1,000	
Community Development	Inspection Division Fees:			
Community Development	Re-inspection	\$75 per trip	\$75 per trip	
Community Development	Working without a permit	Greater of \$50 or 25% of cost	\$100 or 25% of cost	
Community Development	Private Schools/Davcare inspection	N/A	\$100	
Community Development	ABC Inspections	N/A	\$100	
Community Development	Commercial Exhaust Hoods	N/A	\$100 each	
Community Development	Generators (includes trade permits)	\$100.00	\$200	
Community Development	Change of Use (Includes new Certificate of Occupancy)		\$100	
Community Development	Mandatory Fire Code Permits		\$100	
Community Development	Commercial Pre-application Building Plan Review		\$100	
Community Development	Fireworks - Pyrotechnics		\$250	
Community Development	Express Permitting Fee (in addition to the regular permit fees)	\$25	N/A	
Community Development	Emergency Electrical Service Repair	\$100	\$200	
Community Development	Temporary Certificate of Occupancy	\$100	\$150 for each space	
Community Development	Technology Fee	\$1 per application	\$1 per application	
Community Development	Permit Modifications to approved plans (Re-review)	\$25	\$50	
Community Development	Home Occupations	\$50	NA	
Community Development	Planning Division Fees:			
Community Development	Administrative Adjustment	\$200	\$200	
Community Development	Clear-Cut Permit	\$50	\$50	
Community Development	Sign Return Fee (Unlawfully placed signs)	\$25	\$25	
Community Development	Site Plan - Major	N/A	\$0.10/ square foot; \$400 minimum	
Community Development	Site Plan - Minor	\$200	\$200	
Community Development	Subdivision - Major	\$100 per lot/\$250 Amended Plat	\$100 per lot/\$250 Amended Plat	
Community Development	Subdivision - Major - additional fee	\$50 Conservation and Development Plan	\$50 Conservation and Development Plan	
Community Development	Subdivision - Minor	\$50 per lot	\$50 per lot	
Community Development	Temporary Use Permit	\$50	\$50	
Community Development	Zoning/Flood determination letter	\$25	\$25	
Community Development	Board of Adjustment Fees:			
Community Development	Appeal or Interpretation	\$500	\$500	
Community Development	Variance	\$500	\$500	
Community Development	Historic Preservation:			
Community Development	Certificate of Appropriateness Application Fee	\$25	\$25	
Community Development	Local Historic Landmark Application Fee	\$100	\$100	
Community Development	Literature and Materials			
Community Development	Land Use Plan	\$30	\$30	
Community Development	Official Zoning Map (Copy)	\$10	\$10	
Community Development	Small Area Plans or Technical Documents	\$20	\$20	
Community Development	Unified Development Ordinance (UDO)	\$40	\$40	
Community Development	Planning Board			
Community Development	Conditional Rezoning	\$200 + \$5/acre	\$200 + \$5/acre	
Community Development	Development Agreement	\$300 + \$5/acre	\$300 + \$5/acre	
Community Development	Land Use Plan Amendment	\$500	\$500	
Community Development	Planned Development	\$300 + \$5/acre	\$300 + \$5/acre	
Community Development	Text Amendment	\$300	\$300	
Community Development	Use Permit or Amended Use Permit	\$300	\$300	
Community Development	Zoning Map Amendment	\$200 + \$5/acre	\$200 + \$5/acre	
Community Development	Public Copies - 1 sided	\$0.10	\$	0.10
Community Development	Public Copies - 2 sided	\$0.15	\$	0.15
Community Development	Public Copies color up the 8.5" X 14"	\$0.25	\$	0.25
Community Development	Notary Fees			
Community Development	Official County business	No charge	No charge	
Community Development	Other	\$5 per document	\$5 per document	
Community Development	Returned check/credit card/left fee	\$35.00		
Community Development	Note: Preliminary, amended preliminary, final and amended final plats will be assessed at \$33 per lot fee if the sketch plan was approved prior to March 3, 2003.			
Community Development	Beach Parking Permits - VBRO, Air BuB or similar owner-managed rental properties on the off-road	\$75.00	Fee to replace lost/stolen rental unit season pass	
Community Development	Beach Parking User Permit -7 Day	\$50.00	Weekly pass from Saturday through Friday of each week.	
Community Development	Beach Parking User Permit - Currituck Property Owners and Residents		There is a limit of 300 passes for each week.	
Community Development	Seasonal Guest Permit - Two for each house located in Off-road area in a verified rental program	No charge		
Community Development	Seasonal Guest Permit - Two for each full-time, owner occupied dwelling unit and resident or non-resident property owners with a dwelling unit located in the off-road area	No charge		
Community Development	Outdoor Tour Operator License	\$950.00	per vehicle	
Community Development	Technology fee	\$1 per permit	\$1 per permit	

Facility rental fees - rentals will also be charged NC sales tax in addition to the rental fee.		
Cooperative Extension	Auditorium	\$500.00 per day
Cooperative Extension	Auditorium set up day	\$100.00 11-4 business day prior to event
Cooperative Extension	Conference Room	\$100.00 per 2 hours
Cooperative Extension	Classrooms	\$50.00 per 2 hours
Cooperative Extension	Custodian	\$20.00 per hour - nights/weekends/holidays (4 hour minimum)
Cooperative Extension	Public Copies - 1 sided	\$0.10
Cooperative Extension	Public Copies - 2 sided	\$0.15
Cooperative Extension	Public Copies color up the 8.5" X 14"	\$0.25 per side
Cooperative Extension	Notary Fees	
Cooperative Extension	Official County business	\$0.00
Cooperative Extension	Other	\$5.00 per document
Cooperative Extension	Returned check/credit card/left fee	\$35.00
Elections	Copies, color double sided	\$0.45
Elections	Copies, color single sided	\$0.25
Elections	Copies, standard letter or legal, per copy	\$0.10
Elections	Diskette	\$10.00
Elections	Labels, per label	\$0.01 Minimum \$.30
Elections	Print-out, per page	\$0.05 Minimum \$.25
Engineering	Towers - Third-party structural review	Actual cost Not to exceed \$2,000
EMS	Public Copies - 1 sided	\$0.10
EMS	Public Copies - 2 sided	\$0.15
EMS	Public Copies color up the 8.5" X 14"	\$0.25 per side
EMS	Notary Fees	
EMS	Official County business	\$0.00 no charge
EMS	Other	\$5.00 per document
EMS	Returned check/credit card/left fee	\$35.00
EMS	Stand-by events	\$50.00 hour
ITS	CD1: GIS data CD	\$50.00
ITS	CD2: 2003, 2008, 2010 or 2012 Color Aerial Photography	\$100.00 per year requested
ITS	Copies, GIS Data, Laser 11 x 17 black and white	\$1.00
ITS	Copies, GIS Data, Laser 11 x 17 color	\$2.00
ITS	Copies, GIS Data, Laser 8 1/2 x 11 black and white	\$0.50
ITS	Copies, GIS Data, Laser 8 1/2 x 11 color	\$1.00
ITS	Copies, GIS Data, Laser 8 1/2 x 14 black and white	\$0.75
ITS	Copies, GIS Data, Laser 8 1/2 x 14 color	\$1.50
ITS	Copies, GIS Data, Plotter 20 x 24 up to 28 x 36	\$5.00
ITS	Copies, GIS Data, Plotter Greater than 28 x 36 to 36 x 42	\$8.00
ITS	Copies, GIS Data, Plotter Greater than 36 x 42	\$10.00
ITS	Copies, GIS Data, Plotter less than 20 x 24	\$3.00
ITS	Official Zoning Map	\$10.00
ITS	CD3: 1995 Aerial Photography (black & white only)	\$50.00
ITS	Street Naming/Name Changing (payable to U.S. Sign Co.)	plus variable (Exception: Subdivisions created prior to 4/2/89 & sign never installed)
Library	Books, Fines for Over dues	\$75.00 per day
Library	Copies, standard letter or legal, per copy (black & white)	\$0.10
Library	Copies, standard letter or legal, per copy (color)	\$0.25 per side
Library	Copies, 11 x 17 black 7 white	\$0.25
Library	Copies, 11 x 17 color	\$0.50 per side
Library	Fax - Incoming	\$0.10
Library	Fax - Outgoing	\$1.00 plus \$1.00 each additional page
Mainland Sewer	Broken clean-out repair	\$75.00
Mainland Sewer	Broken clean-out repair - Contractor/Developer	\$125.00
Mainland Sewer	Damaged clean outs/stub out piping - contractor/developer	\$350.00
Mainland Sewer	Excavator	\$125.00 per hour
Mainland Sewer	Labor	\$60.00 per man hour
Mainland Sewer	Sewer pipe repair	Cost + 20%
Mainland Sewer	Developmental Fee - Sewer	\$5,806
Mainland Sewer	Developmental Fee - Sewer	\$5,806 Per Equivalent Residential Unit of 360 gallons per day
Mainland Sewer	Sewer Utility Charge - Monthly Base Rate for all customers	\$40.00 Effective 7/1/2021
Mainland Sewer	2,000 gallons or less in addition to base rate per 1,000 gallons	\$0.00 Effective 7/1/2021
Mainland Sewer	5,000 gallons or less in addition to base rate per 1,000 gallons	\$14.31 Effective 7/1/2021
Mainland Sewer	10,000 gallons or less in addition to base rate per 1,000 gallons	\$17.49 Effective 7/1/2021
Mainland Sewer	15,000 gallons or less in addition to base rate per 1,000 gallons	\$20.67 Effective 7/1/2021
Mainland Sewer	20,000 gallons or less in addition to base rate per 1,000 gallons	\$23.85 Effective 7/1/2021
Mainland Sewer	addition to base rate for all usage when monthly usage exceeds 20,000 gallons per 1,000 gallons	\$27.03 Effective 7/1/2021
Mainland Sewer	Residential renter deposit	\$150.00
Mainland Sewer	Residential renter deposit (High Risk)	\$200.00 3 months past usage with \$200 min
Mainland Sewer	Open/reopen/transfer account	\$25.00
Mainland Sewer	Reconnection fee	\$50.00
Mainland Sewer	Sewer Service Tampering Fee	\$75.00 Min \$75 plus cost of damages
Mainland Water	3" Riser	Actual cost + 20%
Mainland Water	6" Riser	Actual cost + 20%
Mainland Water	Backhoe per hour	\$125.00
Mainland Water	Bacteriological tests	\$50.00
Mainland Water	Check Valve	Actual cost + 20%
Mainland Water	Chloride tests	\$20.00
Mainland Water	Developmental Fee - Water	\$4,279
Mainland Water	Developmental Fee - Water	\$10,697
Mainland Water	Developmental Fee - Water	\$21,395
Mainland Water	Developmental Fee - Water	\$34,231
Mainland Water	Developmental Fee - Water	\$68,463
Mainland Water	Developmental Fee - Water	\$106,973
Mainland Water	Developmental Fee - Water	\$213,946
Mainland Water	Developmental Fee - Water	\$342,313
Mainland Water	Developmental Fee - Water	\$513,470
Mainland Water	Developmental Fee - Water - Centers of Worship	\$3,000
Mainland Water	Developmental Fee - Water - 6" or greater Fire Service	\$6,000
Mainland Water	Ditch Witch per hour	\$125.00
Mainland Water	ERT for Radio Read meter	Actual cost + 20%
Mainland Water	Excavator per hour	\$125.00

Mainland Water	Fire hydrant meter		\$6,000.00	
Mainland Water	Fire hydrant meter - Deposit		\$2,500.00	
Mainland Water	Fire hydrant meter setup fee		\$50.00	
Mainland Water	High-risk deposit (owner or renter)		\$200.00	or three months' billing of previous usage, whichever is greater
Mainland Water	Meter - Single family residential - new service or aged/worn out	Included with connection fee		County staff installations
Mainland Water	Meter - Commercial/Multi-family - new service or aged/worn out	Paid by contractor		Contractor installations
Mainland Water	Water connection - contractor installs		No fee	
Mainland Water	Water connection fee, 3/4 inch		\$1,000.00	County staff installs connection
Mainland Water	Water connection fee, 3/4 inch irrigation		\$1,000.00	
Mainland Water	Water connection fee, 3/4 inch fire service		\$1,000.00	
Mainland Water	Water connection fee, >3/4 inch irrigation	Actual cost + 20%		
Mainland Water	Water connection fee > 3/4 inch	Actual cost + 20%		County staff installs connection
Mainland Water	Labor per man hour		\$60.00	
Mainland Water	Lid only	Actual cost + 20%		
Mainland Water	Lock	Actual cost + 20%		
Mainland Water	Meter - damaged/vandalized	Actual cost + 20%		
Mainland Water	Meter damage or tampering by contractor or developer		\$1,000.00	per occurrence
Mainland Water	Meter accessibility charge		\$35.00	
Mainland Water	Meter Box	Actual cost + 20%		
Mainland Water	Meter tampering fee - residential		\$125.00	
Mainland Water	Meter testing fee		\$50.00	If meter accurate
Mainland Water	Meter testing fee	No Charge		If more than 2.5% inaccurate
Mainland Water	Open/reopen/transfer account		\$25.00	
Mainland Water	Pipe pressure/leakage retest		\$150.00	
Mainland Water	Pipe pressure/leakage test		\$150.00	
Mainland Water	Reconnection fee (after cutoff for nonpayment)		\$50.00	8AM - 5PM
Mainland Water	Renter deposit		\$150.0	
Mainland Water	Reread meter - our reading correct		\$25.00	
Mainland Water	Reread meter - our reading incorrect	No Charge		
Mainland Water	Retrofit Meter	Actual cost + 20%		
Mainland Water	Returned check fee		\$35.00	
Mainland Water	Road Bore	Actual cost + 20%		
Mainland Water	Special request meter reading		\$25.00	
Mainland Water	Turn on/off fee, per occurrence		\$25.00	Normal working hours
Mainland Water	Turn on/off fee, per occurrence		\$50.00	After normal working hours
Mainland Water	Union half with nut	Actual cost + 20%		
Mainland Water	Water Charge Fire Service (sprinkler systems)	Same as all other water consumption charges		
Mainland Water	Water Charge Local Government/Board of Education	Same as all other water consumption charges		
Mainland Water	Base rate to all customers - monthly		\$20.00	Effective 7/1/2021
Mainland Water	2,000 gallons or less in addition to base rate per 1,000 gallons		\$0.00	Effective 7/1/2021
Mainland Water	5,000 gallons or less in addition to base rate per 1,000 gallons		\$4.66	Effective 7/1/2021
Mainland Water	10,000 gallons or less in addition to base rate per 1,000 gallons		\$5.69	Effective 7/1/2021
Mainland Water	15,000 gallons or less in addition to base rate per 1,000 gallons		\$6.73	Effective 7/1/2021
Mainland Water	20,000 gallons or less in addition to base rate per 1,000 gallons		\$7.76	Effective 7/1/2021
Mainland Water	addition to base rate for all usage when monthly usage exceeds 20,000 gallons per 1,000 gallons		\$8.80	Effective 7/1/2021
Mainland Water	Yoke	Actual cost + 20%		
Mainland Water	Yoke valve with meter nut	Actual cost + 20%		
Ocean Sands	Developmental Fees - Sewer	Reside:	\$5,924	
Ocean Sands	Developmental Fees - Sewer	Comm:	\$5,924 per equivalent residential unit of 533 gallons per day	
Ocean Sands	Developmental Fees - Water	3/4"	\$5,933	
Ocean Sands	Developmental Fees - Water	1"	\$14,834	
Ocean Sands	Developmental Fees - Water	1.5"	\$29,667	
Ocean Sands	Developmental Fees - Water	2"	\$47,467	
Ocean Sands	Developmental Fees - Water	3"	\$94,935	
Ocean Sands	Developmental Fees - Water	4"	\$148,336	
Ocean Sands	Developmental Fees - Water	6"	\$296,672	
Ocean Sands	Developmental Fees - Water	8"	\$474,675	
Ocean Sands	Developmental Fees - Water	10"	\$712,012	
Ocean Sands	Developmental Fee - Water - 6" Fire Service		\$6,000	
Ocean Sands	Excavator		\$125 Per Hour	
Ocean Sands	Labor		\$60 Per Man Hour	
Ocean Sands	Sewer Utility Charge Base Rate for all customers		\$7.95	Effective 7/1/2021
Ocean Sands	2,500 gallons or less in addition to base rate per 1,000 gallons		\$7.25	Effective 7/1/2021
Ocean Sands	5,000 gallons or less in addition to base rate per 1,000 gallons		\$9.32	Effective 7/1/2021
Ocean Sands	10,000 gallons or less in addition to base rate per 1,000 gallons		\$11.39	Effective 7/1/2021
Ocean Sands	15,000 gallons or less in addition to base rate per 1,000 gallons		\$13.46	Effective 7/1/2021
Ocean Sands	20,000 gallons or less in addition to base rate per 1,000 gallons		\$15.53	Effective 7/1/2021
Ocean Sands	addition to base rate for all usage when monthly usage exceeds 20,000 gallons per 1,000 gallons		\$17.60	Effective 7/1/2021
Ocean Sands	Sewer pipe repair	Cost + 20%		
Ocean Sands	Water Charge Monthly Base Rate for all customers		\$20.00	Effective 7/1/2021
Ocean Sands	2,500 gallons or less in addition to base rate in addition to base rate per 1,000 gallons		\$3.62	Effective 7/1/2021
Ocean Sands	5,000 gallons or less in addition to base rate per 1,000 gallons		\$4.66	Effective 7/1/2021
Ocean Sands	10,000 gallons or less in addition to base rate per 1,000 gallons		\$5.69	Effective 7/1/2021
Ocean Sands	15,000 gallons or less in addition to base rate per 1,000 gallons		\$6.73	Effective 7/1/2021
Ocean Sands	20,000 gallons or less in addition to base rate per 1,000 gallons		\$7.76	Effective 7/1/2021
Ocean Sands	addition to base rate for all usage when monthly usage exceeds 20,000 gallons per 1,000 gallons		\$8.80	Effective 7/1/2021
Ocean Sands	Water connection - contractor installs	No fee		
Ocean Sands	Water connection fee, 3/4 inch		\$1,000.00	County staff installs connection
Ocean Sands	Water connection fee, > 3/4 inch	Actual cost + 20%		County staff installs connection
Ocean Sands	Broken sewer clean out repair		\$75.00	
Ocean Sands	Damaged clean outs/stub out piping - contractor/developer		\$350.00	
Parks & Rec	Knotts Island		\$200.00	per day
Parks & Rec	Maple Athletic Complex - Baseball/Softball Fields		\$200.00	per field/per day
Parks & Rec	Maple Athletic Complex - Soccer Fields		\$200.00	per field/per day
Parks & Rec	Maple Park		\$300.00	per day
Parks & Rec	Maple Skate Park		\$200.00	per day

Parks & Rec	Sound Park	\$500.00 per day
Parks & Rec	Veteran's Memorial Park	\$200.00 per day
Parks & Rec	Walnut Island Park	\$200.00 per day
Parks & Rec	Adult Softball (men and women)	\$200.00 per team
Parks & Rec	Youth Cheerleading	\$20.00 per child - Maximum of \$40.00 per family
Parks & Rec	Youth Flag Football	\$20.00 per child - Maximum of \$40.00 per family
Parks & Rec	Youth Soccer (Fall and Spring)	\$20.00 per child - Maximum of \$40.00 per family
Parks & Rec	Youth Tackle Football	\$25.00 per child - No Maximum Fee
		per child - \$35.00 (2 children) Maximum of \$50.00 for a
Parks & Rec	Youth T-Ball/Baseball/Softball	\$25.00 family of 3 or more
Parks & Rec	Youth/Junior Basketball	\$20.00 per child - Maximum of \$40.00 per family
Parks & Rec	Tournament Admission Fees- Under 5	No Charge
Parks & Rec	Tournament Admission Fees- Ages 6-12	\$3.00
Parks & Rec	Tournament Admission Fees-13 and up	\$5.00
Parks & Rec	Concessions	Cost + 100% to 300%
Parks & Rec	Field Fees - Soccer, Baseball/Softball, Tennis Courts	\$25.00 1/2 day - does not include staff, security or clean-up charges
Parks & Rec	Field Fees - Soccer, Baseball/Softball, Tennis Courts	\$50.00 daily - does not include staff, security or clean-up charges
		per field - does not include staff, security or clean-up
Parks & Rec	Field Set-up Fees - Baseball/Softball	\$20.00 charges
		per field - does not include staff, security or clean-up
Parks & Rec	Field Set-up Fees - Soccer	\$25.00 charges
Parks & Rec	Park Picnic Shelter	\$25.00 per 1/2 day/\$50 daily
Parks & Rec	Parks	
Parks & Rec	Staff for Events (if required) - Park Attendant	\$18.00 per hour/per attendant
Parks & Rec	Staff for Events (if required) - Park Superintendent	\$18.00 per hour
Parks & Rec	Staff for Events (if required) - Recreation Director	\$28.00 per hour
Parks & Rec	Staff for Events (if required) - Recreation Specialist	\$18.00 per hour
Register of Deeds	Birth or Death Amendments (preparation)	\$10.00
Register of Deeds	Birth or Death Amendments, NC Vital Records	\$15.00 payable to N.C. Vital Records Section
Register of Deeds	Birth or Death Legitimations County	\$10.00
Register of Deeds	Birth or Death Legitimations State (via check)	\$10.00
Register of Deeds	Birth or Death Record, Certified Copy	\$10.00
Register of Deeds	Birth, Delayed Birth Applications	\$20.00
Register of Deeds	Copies, Certified 1st page	\$5.00 plus \$2.00 each page of document
Register of Deeds	Copies, Uncertified	\$0.25
Register of Deeds	Copies, Uncertified Plats (11"x17")-per page	\$0.50
Register of Deeds	Copies, Uncertified Plats (11"x17")-per page VIA Mail or Fax	\$1.00
Register of Deeds	Copies, Uncertified Plats (18"x24")-per page	\$2.00
Register of Deeds	Copies, Uncertified Plats (18"x24")-per page VIA Mail	\$3.00
Register of Deeds	Copies, Uncertified VIA Mail	\$1.00
Register of Deeds	Deeds of Trust and Mortgages	\$64.00 Minimum fee for pages 1-35
Register of Deeds	Deeds of Trust and Mortgages per page for pages over 35	\$4.00
Register of Deeds	Deeds of Trust and Mortgages Additional (multi-instrument)	\$10.00
Register of Deeds	Deeds of Trust and Mortgages Satisfaction/Cancellation	No charge
Register of Deeds	Highway Maps 1st page	\$21.00
Register of Deeds	Highway Maps Additional Page(s)	\$5.00
Register of Deeds	Highway Maps Certified Copy (per 1st page)	\$5.00
Register of Deeds	Instrument, General	\$26.00 Minimum fee for pages 1-15
Register of Deeds	Instrument, General per page for pages over 15	\$4.00
Register of Deeds	Instrument, General Additional (multi-instrument)	\$10.00
Register of Deeds	Marriage License	\$60.00
Register of Deeds	Marriage License Certified Copy	\$10.00
Register of Deeds	Marriage License Corrections	\$10.00
Register of Deeds	Notary Fee - Official County Business	No charge
Register of Deeds	Notary Fee - Other than County Business	\$5.00 Per document
Register of Deeds	Notary Oath	\$10.00
Register of Deeds	Plats 1st page (GS 161-10)	\$21.00
Register of Deeds	Plats Additional Page(s)	\$21.00
Register of Deeds	Plats Certified Copy (per 1st page)	\$5.00
Register of Deeds	Plats Certified Copy - each additional page after first page	\$2.00
Register of Deeds	Uniform Commercial Code Fixture Filing Only 1-2 pages	\$38.00
Register of Deeds	Uniform Commercial Code Fixture Filing Only 3-10 pages	\$45.00
Register of Deeds	Uniform Commercial Code Fixture Filing Only over 10 pages	\$45.00 plus \$2.00 each additional page over 10
Register of Deeds	Excessive Recording Data - more than 20 distinct parties	\$2.00 each name over 20 - G.S. 161-10(a)(1)
Register of Deeds	Non-standard Fee	\$25.00 G.S. 161-14(b)
Soil Conservation	Soil surveys/publications	No charge
Sheriff	Peddler License initial fee	\$35.00
Sheriff	Peddler License renewal fee	\$20.00
Sheriff	Noise permits	\$25.00
Sheriff	Adult Entertainment Business Permit - New	\$100.00
Sheriff	Adult Entertainment Business Permit - Renew	\$50.00
Sheriff	Copies; uncertified black & white	\$0.10 single side/\$0.15 duplex
Sheriff	Copies; uncertified color	\$0.25 per page
Sheriff	Copies; Certified	\$1.00
Sheriff	Copies; Certified - for official County business	No charge
Sheriff	CD - Detention Interviews	\$10.00
Sheriff	Entertainer's License - New	\$50.00
Sheriff	Entertainer's License - Renew	\$25.00
Sheriff	Fingerprint fee - Official County business	No charge
Sheriff	Fingerprint fee - other	\$5.00
Sheriff	Handgun Purchase Permit	\$5.00
Sheriff	Concealed Weapon Permit - New	\$90.00
Sheriff	Concealed Weapon Permit - Renew	\$80.00
Sheriff	Security Fee	\$60.00 Per Hour Per Deputy
Sheriff	Ordinance Violations	\$75.00
Solid Waste	Availability Fee - All other areas (Convenience Sites)	\$231.00 Per property per year
Solid Waste	Availability Fee - Southern Outer Banks (Door-to-Door)	\$421.00 Per property per year
Solid Waste	Tipping Fee - County residences and businesses	\$90.00 Per Ton
Solid Waste	Tipping Fee - Out of County	\$100.00 Per Ton
S Outer Banks Water	3" Riser	Actual cost + 20%
S Outer Banks Water	6" Riser	Actual cost + 20%

S Outer Banks Water	Backhoe per hour		\$125.00
S Outer Banks Water	Excavator per hour		\$125.00
S Outer Banks Water	Bacteriological tests		\$50.00
S Outer Banks Water	Check Valve		Actual cost + 20%
S Outer Banks Water	Chloride tests		\$20.00
S Outer Banks Water	Developmental Fees - Water	3/4"	\$7,281
S Outer Banks Water	Developmental Fees - Water	1"	\$18,202
S Outer Banks Water	Developmental Fees - Water	1.5"	\$36,404
S Outer Banks Water	Developmental Fees - Water	2"	\$58,247
S Outer Banks Water	Developmental Fees - Water	3"	\$116,493
S Outer Banks Water	Developmental Fees - Water	4"	\$182,020
S Outer Banks Water	Developmental Fees - Water	6"	\$364,041
S Outer Banks Water	Developmental Fees - Water	8"	\$582,465
S Outer Banks Water	Developmental Fees - Water	10"	\$873,698
S Outer Banks Water	Developmental Fee - Water - 6" Fire Service		\$6,000
S Outer Banks Water	Ditch Witch per hour		\$125.00
S Outer Banks Water	ERT for Radio Read meter		Actual cost + 20%
S Outer Banks Water	Fire hydrant meter - Deposit		\$2,500.00
S Outer Banks Water	Fire hydrant meter setup fee		\$50.00
			or three months' billing of previous usage, whichever is
S Outer Banks Water	High risk deposit (owner or renter)		\$200.00 greater
S Outer Banks Water	Water connection - contractor installs		No fee
S Outer Banks Water	Water connection fee, 3/4 inch residential meter		\$1,000.00 County staff installs connection
S Outer Banks Water	Water connection fee > 3/4 inch		Actual cost + 20% County staff installs connection
S Outer Banks Water	Water connection fee, 3/4 inch fire service meter		\$1,000.00 County staff installs connection
S Outer Banks Water	Water connection fee, 3/4 inch irrigation meter		\$1,000.00 County staff installs connection
S Outer Banks Water	Water connection fee > 3/4 inch irrigation meter		Actual cost + 20% County staff installs connection
S Outer Banks Water	Water developmental fee, Centers of Worship		\$3,000.00
S Outer Banks Water	Village of Ocean Hill Water connection fee, standard 3/4" meter, commercial	VOH	\$1,000.00
S Outer Banks Water	Village of Ocean Hill Water connection fee, standard 3/4" meter, hotels/motels per two rooms	VOH	\$1,000.00
S Outer Banks Water	Village of Ocean Hill Water connection fee, standard 3/4" meter, laundry	VOH	\$1,000.00 per 3 machines
S Outer Banks Water	Village of Ocean Hill Water connection fee, standard 3/4" meter, multifamily	VOH	\$1,000.00 (condos, cottage courts, apartments) Each habitable unit
S Outer Banks Water	Village of Ocean Hill Water connection fee, standard 3/4" meter, restaurants	VOH	\$1,000.00 per 16 seats or fraction thereof
S Outer Banks Water	Village of Ocean Hill Water connection fee, standard 3/4" meter, sewer	VOH	\$700.00
S Outer Banks Water	Village of Ocean Hill Water connection fee, standard 3/4" meter, single family residential	VOH	\$1,000.00
S Outer Banks Water	Labor per man hour		\$60.00
S Outer Banks Water	Lid only		Actual cost + 20%
S Outer Banks Water	Lock		Actual cost + 20%
S Outer Banks Water	Meter		Actual cost + 20%
S Outer Banks Water	Meter accessibility charge		\$35.00
S Outer Banks Water	Meter Box		Actual cost + 20%
S Outer Banks Water	Meter tampering fee - residential		\$125.00
S Outer Banks Water	Meter damage or tampering fee by contractor or developer		\$1,000.00
S Outer Banks Water	Meter testing fee		\$50.00 If meter accurate
S Outer Banks Water	Meter testing fee		No Charge If more than 2.5% inaccurate
S Outer Banks Water	Open/reopen/transfer account		\$25.00
S Outer Banks Water	Pipe pressure/leakage retest		\$150.00
S Outer Banks Water	Pipe pressure/leakage test		\$150.00
S Outer Banks Water	Reconnection fee (after cutoff for nonpayment)		\$50.00 8AM - 5PM
S Outer Banks Water	Renter deposit		\$150.00
S Outer Banks Water	Reread meter - our reading correct		\$25.00
S Outer Banks Water	Reread meter - our reading incorrect		No Charge
S Outer Banks Water	Retrofit Meter		Actual cost + 20%
S Outer Banks Water	Returned check fee		\$35.00
S Outer Banks Water	Road Bore		Actual cost + 20%
S Outer Banks Water	Special request meter reading		\$25.00
S Outer Banks Water	Turn on/off fee, per occurrence		\$25.00 Normal working hours
S Outer Banks Water	Turn on/off fee, per occurrence		\$50.00 After normal working hours
S Outer Banks Water	Union half with nut		Actual cost + 20%
S Outer Banks Water	Water Charge - Pine Island Base Rate		\$30.00 month
S Outer Banks Water	Water Charge - Pine Island per 1,000 gallons		\$4.50 per 1000 gal
S Outer Banks Water	Water Charge Monthly Base Rate for all customers		\$20.00 Effective 7/1/2021
S Outer Banks Water	2,500 gallons or less in addition to base rate in addition to base rate per 1,000 gallons		\$3.62 per 1000 gal./effective 7/1/2021
S Outer Banks Water	5,000 gallons or less in addition to base rate per 1,000 gallons		\$4.66 per 1000 gal./effective 7/1/2021
S Outer Banks Water	10,000 gallons or less in addition to base rate per 1,000 gallons		\$5.69 per 1000 gal./effective 7/1/2021
S Outer Banks Water	15,000 gallons or less in addition to base rate per 1,000 gallons		\$6.73 per 1000 gal./effective 7/1/2021
S Outer Banks Water	20,000 gallons or less in addition to base rate per 1,000 gallons		\$7.76 per 1000 gal./effective 7/1/2021
S Outer Banks Water	addition to base rate for all usage when monthly usage exceeds 20,000 gallons per 1,000 gallons		\$8.80 per 1000 gal./effective 7/1/2021
S Outer Banks Water	Yoke		Actual cost + 20%
S Outer Banks Water	Yoke valve with meter nut		Actual cost + 20%
S Outer Banks Water	Pipe pressure/leakage retest		\$150.00
Sr. Center	Deposit, Rental of Senior Center Space (Refundable)		\$100.00
Sr. Center	Powells Point Bldg- Deposit		\$100.00 per event
Sr. Center	Powells Point Bldg- Rent		\$100.00 per event
Sr. Center	Fax - outgoing	\$1.00 first page	\$1.00 each additional page
Sr. Center	Fax - Incoming		\$0.10
Sr. Center	Public Copies - 1 sided		\$0.10
Sr. Center	Public Copies - 2 sided		\$0.15
Sr. Center	Notary Fees		
Sr. Center	Official County business		\$0.00
Sr. Center	Other		\$5.00 per document
Sr. Center	Returned check/credit card/left fee		\$35.00
Tax	Public Copies - 1 sided		\$0.10
Tax	Public Copies - 2 sided		\$0.15
Tax	Public Copies - Color (Up to 8.5" X 14")		\$0.25 per side
Tax	Public Copies - Color (11" x 17")		\$0.50 per side
Tax	Labels, per label		\$0.03 Minimum \$10.00
Tax	Aerial Tax Maps		\$8.00
Tax	Subdivision Tax Maps		\$3.00 per sheet
Tax	Street Atlas		\$8.00

Tax	Returned check/credit card/debit card/EFT/ACH fee	\$0.10	Payment for Taxes; Minimum \$25.00 G.S. 105-357(b)(2)
Tax	Returned check/credit card/debit card/EFT/ACH fee	\$35.00	All other than taxes
Tax	Property Record Card	\$0.50	each
Tourism	Kansas City BBQ Contest Registration	\$300.00	per team - includes RV hookup fee
Tourism	Event sponsorships	TBD	per event
Tourism	Currituck Bulls & BBQ - Rodeo admission - Ages 13+	\$15 Adv/\$20 Day of Event	
Tourism	Currituck Bulls & BBQ - Rodeo admission - Ages 6-12	\$10 Adv/\$15 Day of Event	
Tourism	Currituck Bulls & BBQ - Rodeo admission - Ages 0-5	No Charge	
Tourism	Currituck Bulls & BBQ - Rodeo admission - Family (2 Adult/2 Under 12)	\$45.00	Advance sales only
Tourism	Currituck Bulls & BBQ - Rodeo admission - BBQ Participants	No Charge	
Tourism	Legacy Tours Whalehead Ages 0-5	No charge	
Tourism	Legacy Tours Whalehead Ages 6-12	\$5.00	
Tourism	Legacy Tours Whalehead Ages 13-54	\$7.00	
Tourism	Legacy Tours Whalehead Ages 55+	\$5.00	
Tourism	Legacy Tours Whalehead Active Military	\$5.00	
Tourism	Legacy Tours Wounded Warrior	No charge	
Tourism	Legacy Tours Whalehead Group Student	\$3.00	Coordinator/Bus Driver No charge
Tourism	Legacy Tours Whalehead Group Adult	\$5.00	Coordinator/Bus Driver No charge
Tourism	Legacy Tours Whalehead	\$0.00	VIP tickets to encourage tourism (valid 1/1/20 - 12/31/21)
Tourism	Specialty Tours	TBD	Based on type of Tour and Resources involved
Tourism	Corolla Cork & Craft	\$15.00	Event entry and tour of Whalehead Club
Tourism	Legacy Tour with purchase of Corolla Cork & Craft admission	No Charge	Included with event
	Events requiring tent rentals or other structures on grounds must be rented for the day		
Tourism	Grounds Rental - Primary Site (N Lawn/S Lawn/Point)	\$750.00	
Tourism	Grounds Rental - Secondary Site	\$400.00	
Tourism	Grounds Rental - Picnic Shelter	\$50.00	
Tourism	Grounds Rental - Gazebo	\$150.00	
Tourism	Grounds Rental - Side Porch	\$50.00	
Tourism	Grounds Refundable Security Deposit	\$750.00	
Tourism	Picnic Shelter Refundable Security Deposit	\$25.00	
Tourism	Golf Cart Rental per 8 hours	\$300.00	each per day
Tourism	Tourism and Whalehead \$0.00 - \$6.99 our cost retail merchandise	Cost + 100%	
Tourism	Tourism and Whalehead \$7.00 - \$10.99 our cost retail merchandise	Cost + 50%	
Tourism	Tourism and Whalehead \$11.00 - \$19.99 our cost retail merchandise	Cost + 35%	
Tourism	Tourism and Whalehead \$20.00 & up our cost retail merchandise	Cost + 25%	
Tourism	Under the Oaks Jury Fee for artists	\$40.00	
Tourism	Under the Oaks Booth Fee	\$150.00	
Tourism	Vendor Booth Fee	No Charge - Currituck County Property Owner	
Tourism	Vendor Booth Fee	\$25 - Out of County Resident/Business	
Tourism	Historic Corolla Park Usage- unlimited usage with the exception of stated hours	\$400.00	per month for June, July & August
Tourism	Historic Corolla Park Usage- unlimited usage with the exception of stated hours	\$250.00	per month January - May and September - December
Tourism	Historic Corolla Park Usage- for businesses needing the Park 1 day a week or less	\$50.00	per day for all months
All Departments	CD/DVD Disk Copy	\$2.00	
All Departments	Copies - 8.5 X 11 1-Sided Black & White	\$0.10	Per page
All Departments	Copies - 8.5 X 11 2-Sided Black & White	\$0.15	Per Page
All Departments	Copies - 8.5 X 11 1-Sided Color	\$0.25	Per Page
All Departments	Copies - 8.5 X 11 2-Sided Color	\$0.45	Per Page
All Departments	Fax - Incoming	\$0.10	
All Departments	Fax - outgoing	\$1.00	first page \$1.00 each additional page
All Departments	Notary Fees	No charge	Official County Business
All Departments	Notary Fees	\$5.00	Other than County Business
All Departments	Returned Check Fee	\$35.00	
All Departments	USB/Flash Drive	\$5.00	

NOTES:

Occupancy Tax and Sales Taxes will

All Water Systems 3/4" irrigation meter \$1,000 and 1" irrigation meter \$1,300 are available to any customer with an existing paid tap.

Mainland Water Water Charge: Commercial master meter accts charged at above rates per unit served. Hotels and motels: Four rooms equal one commercial master meter billing unit.

Inspections Movable agricultural buildings occupied for farm purposes shall be exempt from fees prescribed above.

Inspections *Alterations include work within existing structures and upgrading existing service do not include additions, new construction, providing power to structures not previously having power, or new service to existing buildings.

Planning Preliminary, amended preliminary, final, and amended final plats will be assessed a \$33.00 per lot fee if the sketch plan was approved prior to March 3, 2003.

Revised this 6th day of June 2022.

Michael H. Payment, Chairman

Attest:

Leeann Walton, Clerk to the Board



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3456)

Agenda Item Title: Project Ordinance-Dune Walkovers-Design: Bonito, Marlin & Sturgeon

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Project funding ordinance for design of dune walkovers at Bonito, Marlin and Sturgeon, Whalehead subdivision.

Potential Budget Affect: Budgeted funds

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:

COUNTY OF CURRITUCK CAPITAL PROJECT ORDINANCE

BE IT ORDAINED by the Currituck County Board of Commissioners, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

SECTION 1. The project authorized is design of Public Access walkovers in Corolla, NC.

SECTION 2. The following amounts are appropriated for the project:

Bonito Street - Public Access Walkover	\$	25,767
Marlin Street - Public Access Walkover	\$	25,767
Sturgeon Street - Public Access Walkover	\$	25,767
	\$	<u>77,301</u>

SECTION 3. The following funds are available to complete this project:

Occupancy Tax	\$	77,301
	\$	<u>77,301</u>

SECTION 4. The Finance Director is hereby directed to report, on a quarterly basis, on the financial status of each project element delineated in Section 2 above.

SECTION 5. SPECIAL APPROPRIATIONS AND RESTRICTIONS

The Budget Officer is hereby authorized to transfer appropriations within the fund as contained herein under the following conditions:

- a. He may transfer amounts between object line items within the fund up to One Thousand dollars (\$1,000).

SECTION 6. CONTRACTUAL OBLIGATIONS

The County Manager is hereby authorized to execute contractual documents under the following conditions:

- a. He may execute contracts for construction or repair projects which do not require formal competitive bid procedures.
- b. He may execute contracts for (1) purchases of apparatus, supplies, and

- materials, or equipment which are within the budgeted departmental appropriations; (2) leases of personal property for a duration of one year or less and within budgeted departmental appropriations; and (3) services which are within budgeted departmental appropriations.
- c. He may execute contracts, as the lessor or lessee of real property, which are of a duration of one year or less which are within the budgeted departmental appropriations.

SECTION 7. USE OF BUDGET ORDINANCE

The Budget Officer and the Finance Director shall use this capital project ordinance for administration of the budget and for the accounting system.

ADOPTED this 6th day of June 2022.

Michael Payment, Chairman
Board of Commissioners

ATTEST:

Leeann Walton
Clerk to the Board



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3460)

Agenda Item Title: Project Ordinance-Mainland Water 16" Water Main and Booster Station

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Project Funding for Water System Hydraulic Modeling & 16" Water Main Upgrades & three booster stations. The Project is located along Highway 168. The proposed water main shall extend from the Sligo pump station to the High Cotton Tank.

Potential Budget Affect:

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:

COUNTY OF CURRITUCK CAPITAL PROJECT ORDINANCE

BE IT ORDAINED by the Currituck County Board of Commissioners, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

SECTION 1. The project authorized is the design phase of 16" Water Main, booster pump stations for Sligo, Moyock and Coinjock and Hydraulic Modeling for the Mainland Water System.

SECTION 2. The following amounts are appropriated for the project:

6" Water Main, 3 Booster Pump Stations & Hydraulic Modeling \$ 750,000

\$ 750,000
\$ 750,000

SECTION 3. The following funds are available to complete this project:

Mainland Water System Development Fees \$ 750,000

\$ 750,000
\$ 750,000

SECTION 4. The Finance Director is hereby directed to report, on a quarterly basis, on the financial status of each project element delineated in Section 2 above.

SECTION 5. SPECIAL APPROPRIATIONS AND RESTRICTIONS

The Budget Officer is hereby authorized to transfer appropriations within the fund as contained herein under the following conditions:

- a. He may transfer amounts between object line items within the fund up to One Thousand dollars (\$1,000).

SECTION 6. CONTRACTUAL OBLIGATIONS

The County Manager is hereby authorized to execute contractual documents under the following conditions:

- a. He may execute contracts for construction or repair projects which do not require formal competitive bid procedures.
- b. He may execute contracts for (1) purchases of apparatus, supplies, and materials, or equipment which are within the budgeted departmental appropriations; (2) leases of personal property for a duration of one year or less and within budgeted

departmental appropriations; and (3) services which are within budgeted departmental appropriations.

- c. He may execute contracts, as the lessor or lessee of real property, which are of a duration of one year or less which are within the budgeted departmental appropriations.

SECTION 7. USE OF BUDGET ORDINANCE

The Budget Officer and the Finance Director shall use this capital project ordinance for administration of the budget and for the accounting system.

ADOPTED this 6th day of June 2022.

Michael Payment, Chairman
Board of Commissioners

ATTEST:

Leeann Walton
Clerk to the Board



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3459)

Agenda Item Title: Approval for Commissioner Mary Etheridge and Commissioner Jarvis to attend the NCACC Annual Conference, August 11-13, 2022, Cabarrus County.

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

The Board of Commissioners' travel policy requires approval for out of County travel by Board members. Commissioners Mary Etheridge and Selina Jarvis have expressed interest in attending this year's NC Association of County Commissioners Annual Conference in Cabarrus County, August 11-13, 2022.

Potential Budget Affect: Budgeted funds, no change.

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:

North Carolina
Association
of County (ht
Commissioners

115th NCACC Annual Conference




August 11-13, 2022, Cabarrus County

Located just a mile from the legendary Charlotte Motor Speedway, NCACC's 115th Annual Conference will take place where racing lives: Cabarrus County. When it comes to Cabarrus County Government, collaboration is the name of the game. Our host works closely with its municipalities to bring transformational projects to the community. Now, with the influx of federal American Rescue Plan Act and national opioid settlement funds, all 100 counties are in position to be "On Track to Transform." Reunite with the county family August 11-13 to gear up and learn how you can fuel your county's future.

Early bird registration continues through July 15. Follow the link below to register, and click the Accommodations button for the latest hotel information. This Annual Conference webpage will be updated with news and information on speakers, sessions and special events as the event approaches.

Attachment: NCACC Conference-Cabarrus County (Approval of Commissioner Travel to NCACC Annual Conference)

	ADMINISTRATIVE PROCEDURES		
	SUBJECT: Board of Commissioners Out of County Travel		
	EFFECTIVE DATE: September 4, 2018	SUPERSEDES: All previously issued Board of Commissioners Out of County Travel procedures.	APPROVED BY: Board of Commissioners

PURPOSE

Currituck County recognizes that its board of commissioners may at times receive value from attending workshops, conferences, and events. This policy establishes uniform guidelines to approve and reimburse commissioners for reasonable expenses incurred while traveling out of the County on official business for the benefit of the County.

GENERAL

Attending workshops, conferences, and events can be an important and valuable function of a commissioner. The commissioners may appropriate funds in the annual budget for registration and out of county travel, lodging, and meal costs incurred while traveling on official business for the benefit of the County. A commissioner traveling on official County business is expected to exercise the same care in incurring expenses that a prudent person would exercise if traveling on personal business and expending personal funds. Excess costs, circuitous routes, delays, or luxury accommodations and services unnecessary, unjustified, or for the convenience or personal preference of the commissioner in the performance of official County business are prohibited. Travel that would not directly benefit the County will not be reimbursable.

PROCEDURES

- A. Attendance at a workshop, conference or event shall be approved in advance by the Board at an open meeting for travel costs to qualify for reimbursement.
- B. Requests for attendance must include a statement of the official business, direct benefit of the County, and an estimated cost.
- C. No reimbursements will be made for attendance at events sponsored by, or affiliated with, political parties.
- D. The County may make payments in advance for airfare, lodging and registration if specifically approved by the Board. Otherwise all payments will be made as reimbursements to the commissioner.

- E. The County will reimburse for transportation, lodging, meals, registration, and incidental costs using the same procedures, limitations and guidelines outlined in the Currituck County Personnel Policy for County employees.
- F. A County vehicle may be available and should be secured in advance. Mileage will be reimbursed at the approved IRS rate. If two or more commissioners travel together by car, only the driver will receive reimbursement. The commissioner must use the most cost-efficient mode of travel available, taking into consideration reasonable time constraints. Airfare will be reimbursed at coach rate.
- G. Receipts are required for lodging and airfare and should accompany an expense report form. It is not necessary to have receipts for meals if being reimbursed on the per diem basis outlined in the Currituck County Personnel Policy. Receipts for group meals must be remitted and must be a detailed receipt including items purchased, tax, tip and total. All persons attending the group meal should be listed on the back of the receipt along with a brief description of the group meal purpose. The expense report form must be submitted to the County for payment.
- H. The County will not reimburse for alcoholic beverages, personal telephone calls, entertainment, costs associated with the attendance of a family member, rental of luxury vehicles, and meal expenses included in the cost of registration and/or hotel amenities, or recreational expenses such as golf or tennis.
- I. Limitations may be imposed on paying for expenses for a commissioner who has announced intention to resign, not to seek re-election, or who has been defeated in an election.
- J. The County may request an oral or written report from the commissioner on the results of the trip.
- K. The Commissioner must make available to the County or other commissioners material related to the workshops, conferences, and events so that it may be copied if desired.
- L. Requests for reimbursement shall be filed within 7 days after the travel period ends for which the reimbursement is being requested, except for an unforeseen cause.



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3449)

Agenda Item Title: Resolution Approving the Exhibition, Use and Discharge of Pyrotechnics in Historic Corolla Park, Corolla, North Carolina.

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Reason for Request:

Resolution of the Board of Commissioners to allow a fireworks display at the 2022 Independence Day Celebration at Historic Corolla Park on Monday, July 4, 2022.

Potential Budget Affect: Budgeted funds

Is this item regulated by plan, regulation or statute? No

Manager Recommendation: Approval

**RESOLUTION APPROVING THE EXHIBITION, USE AND DISCHARGE
OF PYROTECHNICS AT WHALEHEAD IN HISTORIC COROLLA,
COROLLA, NORTH CAROLINA**

WHEREAS, pursuant to N. C. Gen. Stat. § 14-410 and § 14-413, a display operator that will exhibit, use or discharge pyrotechnics at a public exhibition must receive written authority for such public exhibition from the Board of Commissioners for a county; and

WHEREAS, a display operator must provide proof of insurance in the amount of at least \$ 500,000.00; and

WHEREAS, Dominion Fireworks, Inc. is under contract with Currituck County to provide an exhibition of fireworks at the county' s property known as Whalehead in Historic Corolla, Corolla, North Carolina, on Monday, July 4, 2022, which will be a public exhibition, and Dominion Fireworks, Inc. has provided a certificate of insurance evidencing insurance coverage in an amount in excess of \$500,000. 00.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners for Currituck County, North Carolina, that:

Section 1. Dominion Fireworks, Inc., is authorized to exhibit, use or discharge pyrotechnics for public exhibition at that property known as Whalehead in Historic Corolla, 1100 Club Road, Corolla, North Carolina on Monday, July 4, 2022.

Section 2. This resolution shall be effective upon adoption.

ADOPTED this 6th day of June, 2022.

ATTEST:

Michael H. Payment, Chairman

Leeann Walton, Clerk to the Board



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3451)

Agenda Item Title: JCPC Funding Plan and Certification-FY 2022-2023

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Reason for Request:

Funding Plan and JCPC Certification documents for the Juvenile Crime Prevention Council, required to be adopted by the Board no later than July 1, 2022, to fund needs for the 2022-2023 Fiscal Year.

Potential Budget Affect: Budgeted matching funds, see attached documents

Is this item regulated by plan, regulation or statute? Yes

Manager Recommendation:

JUVENILE CRIME PREVENTION COUNCIL CERTIFICATION STANDARDS

G.S. 143B-853 allows for a 2-year funding cycle for programs that meet the requirements of the statute and have been awarded funds in a prior funding cycle. Indicate below if the JCPC plans to allow for a 1-year or 2-year funding cycle.

2-Year Funding: FY 2021-2022 and FY 2022-2023

Membership

- A. Have the members of the Juvenile Crime Prevention Council been appointed by county commissioners? Yes
- B. Are members appointed for two-year terms and are those terms staggered? Yes
- C. Is membership reflective of social-economic and racial diversity of the community? Yes
- D. Does the membership of the Juvenile Crime Prevention Council reflect the required positions as provided by N.C.G.S. §143B-846? No
- If not, which positions are vacant and why?
Student positions and substance abuse professional

Organization

- A. Does the JCPC have written Bylaws? Yes
- B. Bylaws are Attached
- C. Bylaws contain Conflict of Interest section per JCPC policy and procedure. Yes
- D. Does the JCPC have written policies and procedures for funding and review? Yes
- E. These policies and procedures On file
- F. Does the JCPC have officers and are they elected annually? Yes

Meetings

- A. JCPC meetings are considered open and public notice of meetings is provided. Yes
- B. Is a quorum defined as the majority of membership and required to be present in order to conduct business at JCPC meetings? Yes
- C. Does the JCPC meet six (6) times a year at a minimum? Yes
- D. Are minutes taken at all official meetings? Yes
- E. Are minutes distributed prior to or during subsequent meetings? Yes

Planning

- A. Does the JCPC conduct a biennial planning process which includes a needs assessment, monitoring of programs and funding allocation process? Yes
- B. Is this Biennial Plan presented to the Board of County Commissioners and to DPS? Yes
- C. Is the Funding Plan approved by the full council and submitted to Commissioners for their approval? Yes

Public Awareness

- A. Does the JCPC communicate the availability of funds to all public and private non-profit agencies which serve children or their families and to other interested community members? Yes
☒ RFP, Distribution List, and Advertisement attached
- B. Does the JCPC complete a biennial needs assessment and make that information available to agencies which serve children or their families, and to interested community members? Yes

No Overdue Tax Debt

- A. As recipient of the county DPS JCPC allocation, does the County certify that it has no overdue tax debts, as defined by N.C.G.S. §105-243.1, at the Federal, State, or local level? Yes

JUVENILE CRIME PREVENTION COUNCIL CERTIFICATION STANDARDS

Briefly outline the plan for correcting any areas of standards non-compliance.

The county will continue to seek persons for vacant positions.

JUVENILE CRIME PREVENTION COUNCIL CERTIFICATION STANDARDS

Instructions: N.C.G.S. § 143B-846 specifies suggested members be appointed by county commissioners to serve on local Juvenile Crime Prevention Councils. In certain categories, a designee may be appointed to serve. Please indicate the person appointed to serve in each category and his/her title. Indicate appointed members who are designees for named positions. Indicate race and gender for all appointments.

Specified Members	Name	Title	Designee	Race	Gender
1) School Superintendent or designee	Virginia Arrington	Dir. Sec. Ed & Support Staff	<input checked="" type="checkbox"/>	White	Female
2) Chief of Police or designee					
3) Local Sheriff or designee	Matthew Beickert	Sheriff		White	Male
4) District Attorney or designee	Zack Beasley	Assistant DA	<input checked="" type="checkbox"/>	White	Male
5) Chief Court Counselor or designee	Edward Hall	Chief Court Counselor		Black or African-American	Male
6) Director, Local Management Entity/ Managed Care Organization (LME/MCO), or designee	Tavia James	System of Care Coordinator, Trillium	<input checked="" type="checkbox"/>	Black or African-American	Female
7) Director DSS or designee	Samantha Hurd	Director	<input checked="" type="checkbox"/>	White	Female
8) County Manager or designee	Sandra Hill	Finance Officer	<input checked="" type="checkbox"/>	White	Female
9) Substance Abuse Professional					
10) Member of Faith Community	Dan Bergey	New Life Pastor		White	Male
11) County Commissioner	Selina Jarvis	Commissioner		White	Female
12) A Person Under the Age of 21					
13) A Person Under the Age of 21, or a member of the public representing the interests of families of at-risk juveniles					
14) Juvenile Defense Attorney	Bill Brumsey	Juv. Defense Attorney		White	Male
15) Chief District Judge or designee	Hon. Edgar Barnes	District Court Judge	<input checked="" type="checkbox"/>	White	Male
16) Member of Business Community	Tonya Johnson	Uplift Comprehensive		Black or African-American	Female
17) Local Health Director or designee	Molly Brown	Triple P Coordinator	<input checked="" type="checkbox"/>	White	Female
18) Rep. United Way/other non-profit	DJ Kophazy	YMCA Rep.		White	Male
19) Representative/Parks and Rec	Jason Weeks	Director		White	Male
20) County Commissioner appointee	Allison Sholar	Pass Program Coordinator		White	Female
21) County Commissioner appointee	Billy Caudle	Cooperative Extension		White	Male
22) County Commissioner appointee	Paul Pollock	Court Counselor		White	Male
23) County Commissioner appointee	Pete Aitken	Court Counselor		White	Male
24) County Commissioner appointee	Ray Matusko	Clerk of Court		White	Male
25) County Commissioner appointee					
26) County Commissioner appointee					

Attachment: JCPC-Currituck certificationStandards.22-23 Final (JCPC Funding Plan Certification-2022-2023)

Currituck County

NC DPS - Community Programs - County Funding Plan

Available Funds: \$ \$103,985 Local Match: \$ \$26,696 Rate: 30%

DPS JCPC funds must be committed with a Program Agreement submitted in NC Allies and electronically signed by authorized officials.

#	Program Provider	DPS JCPC Funding	LOCAL FUNDING			OTHER State/Federal	OTHER Funds	Total	% Non DPS-JCPC Program Revenues
			County Cash Match	Local Cash Match	Local In-Kind				
1	Partnership for Adolescent Support Services & Teen Court	\$77,473	\$23,242					\$100,715	23%
2	Currituck Restitution	\$11,512	\$3,454					\$14,966	23%
3	JCPC Certification	\$15,000						\$15,000	
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
TOTALS:		\$103,985	\$26,696					\$130,681	20%

The above plan was derived through a planning process by the Currituck County
Juvenile Crime Prevention Council and represents the County's Plan for use of these funds in FY 2022-2023.

Amount of Unallocated Funds _____

Amount of funds reverted back to DPS _____

Discretionary Funds added _____

check type ☐ initial plan ☐ update ☐ final

-----DPS Use Only-----

Reviewed by _____
Area Consultant Date

Reviewed by _____
Program Assistant Date

Verified by _____
Designated State Office Staff Date

Chairperson, Juvenile Crime Prevention Council (Date)

Chairperson, Board of County Commissioners (Date)
or County Finance Officer

SECTION VI: BUDGET NARRATIVE			
JCPC Administration		Fiscal Year	FY 22-23
Item #	Justification	Expense	In Kind Expense
290	Miscellaneous administrative supplies and food for council meetings, trainings, etc.	\$2,000	
370	Advertising RFP and other public awareness media publications	\$110	
390	Council administrative expense, public awareness activities, training registrations, etc.	\$12,890	
TOTAL		\$15,000	

Job Title	Annual Expense Wages	Annual In Kind Wages
TOTAL		



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3455)

Agenda Item Title: Verizon Tower Lease Amendment #6-Ocean Trail, Corolla

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Amendment to tower lease agreement to provide for replacement of equipment.

Potential Budget Affect: N/A

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:

Tenant Site Name: Corolla
Tenant Location #: 256206

SIXTH AMENDMENT TO TOWER LEASE AGREEMENT

THIS SIXTH AMENDMENT TO TOWER LEASE AGREEMENT (the "Sixth Amendment") is made and shall be effective, as of the last date of the signatures below ("Effective Date"), between CURRITUCK COUNTY ("Lessor") and Cellco Partnership d/b/a Verizon Wireless ("Lessee"). Lessor and Lessee (or their predecessors in interest) entered into that certain Tower Lease Agreement dated January 20, 2006, as may have been previously amended and/or assigned (the "Agreement"), pursuant to which Lessee is leasing from Lessor a portion of that certain property located at 734 Ocean Trail, in the Community of Corolla County of Currituck, State of North Carolina, as more particularly described in the Agreement. Lessor and Lessee may be referenced in this Sixth Amendment individually as a "Party" or collectively as the "Parties."

In consideration of the mutual covenants and promises contained in this Sixth Amendment, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree to amend the Agreement as follows:

1. Lessee shall be allowed to make the equipment additions or removals necessary to configure Lessee's equipment as shown on Exhibit B-6, attached hereto. For all purposes under the Agreement as amended hereby, the descriptions and specifications of Lessee's equipment set forth in the Agreement, including, without limitation, any equipment descriptions and specifications with respect to Lessee's equipment set forth in any schedules, exhibits or attachments to the Agreement, are hereby deleted and replaced with the specifications of Lessee's equipment described in Exhibit B-6, attached hereto.
2. Unless otherwise provided herein, all defined terms shall have the same meaning as ascribed to such terms in the Agreement.
3. In the event of any conflict or inconsistency between the terms of this Sixth Amendment and the Agreement, the terms of this Sixth Amendment shall govern and control.
4. Except as otherwise provided for in this Sixth Amendment, the Agreement shall remain in full force and effect in accordance with the original terms of the Agreement.

[SIGNATURE PAGE TO FOLLOW]

Attachment: Verizon Tower Lease Amendment #6-Corolla (Verizon Tower Lease Amendment #6-Corolla)

Tenant Site Name: Corolla
Tenant Location #: 256206

IN WITNESS WHEREOF, this Sixth Amendment is effective and entered into as of the date last written below:

LESSOR:

CURRITUCK COUNTY

By: _____

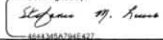
Name: _____

Title: _____

Date: _____

LESSEE:

CELLCO PARTNERSHIP
d/b/a Verizon Wireless

By:  _____

Name: Stefanie M. Lewis

Title: Sr. Mgr. RE/Regulatory

Date: May 13, 2022

Attachment: Verizon Tower Lease Amendment #6-Corolla (Verizon Tower Lease Amendment #6-Corolla)

Tenant Site Name: Corolla
Tenant Location #: 256206

EXHIBIT B-6

EQUIPMENT SPECIFICATIONS

ANTENNAS: (6) SBNHH-1D45C
(2) BXA-70063/8CF
(3) MT6407-77A

RAD CENTER: 194'

REMOTE RADIO HEADS: (3) B2/B66A RRH ORAN
(3) B5/B13 RRH ORAN

DISTRIBUTION BOXES: (2) RCMDC-6627-PF-48

DIPLEXERS: (6) CBC78T-DS-43

LINES: (6) 1 5/8" Coax Lines
(2) 1 5/8" Fiber Lines

Attachment: Verizon Tower Lease Amendment #6-Corolla (Verizon Tower Lease Amendment #6-Corolla)

Certificate Of Completion

Envelope Id: 9AD7588794D8404A9C51EBB2B50B76AD

Subject: Please DocuSign: Verizon-1769263Corolla.pdf

Source Envelope:

Document Pages: 3

Certificate Pages: 5

AutoNav: Enabled

Envelopeld Stamping: Enabled

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Status: Completed

Envelope Originator:

Tanya Turner-Belton

Tanya.Turner-Belton@VerizonWireless.com

IP Address: 137.188.108.201

Record Tracking

Status: Original

5/13/2022 12:46:54 PM

Holder: Tanya Turner-Belton

Tanya.Turner-Belton@VerizonWireless.com

Location: DocuSign

Signer Events

Stefanie M. Lewis

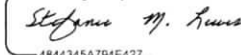
stefanie.lewis@verizonwireless.com

Sr. Mgr. RE/Regulatory

Stefanie Mina Lewis

Security Level: Email, Account Authentication
(None)**Signature**

DocuSigned by:



4844345A794E427...

Signature Adoption: Pre-selected Style

Signed by link sent to

stefanie.lewis@verizonwireless.com

Using IP Address: 69.78.66.88

Timestamp

Sent: 5/13/2022 12:51:34 PM

Viewed: 5/13/2022 12:57:39 PM

Signed: 5/13/2022 12:57:50 PM

Electronic Record and Signature Disclosure:

Accepted: 10/21/2020 9:32:03 AM

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In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp**

Kimberly Epps

kimberly.epps1@verizonwireless.com

Security Level: Email, Account Authentication
(None)**COPIED**

Sent: 5/13/2022 12:51:33 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Nathan Holland

nathan.holland@gdnsites.com

Security Level: Email, Account Authentication
(None)**COPIED**

Sent: 5/13/2022 12:51:33 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Sherry Sutton

sherry.sutton@verizonwireless.com

Security Level: Email, Account Authentication
(None)**COPIED**

Sent: 5/13/2022 12:51:34 PM

Viewed: 5/15/2022 7:53:32 AM

Electronic Record and Signature Disclosure:

Carbon Copy Events**Status****Timestamp**

Not Offered via DocuSign

Witness Events**Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

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Certified Delivered	Security Checked	5/13/2022 12:57:39 PM
Signing Complete	Security Checked	5/13/2022 12:57:50 PM
Completed	Security Checked	5/13/2022 12:57:50 PM

Payment Events**Status****Timestamps****Electronic Record and Signature Disclosure**



CURRITUCK COUNTY NORTH CAROLINA

May 16, 2022

Minutes – Regular Meeting of the Board of Commissioners

SPECIAL MEETING

1. 5:00-5:30 PM Board of Equalization and Review

The Currituck County Board of Commissioners sat from 5:00 PM until 5:30 PM in a Special Meeting as the Board of Equalization and Review. The meeting was held in the Historic Courthouse Board Meeting Room, 153 Courthouse Road, Currituck, North Carolina, for the purpose of hearing citizen appeals of real property valuations. Tax Administrator, Tracy Sample, presented one appeal for consideration.

6:00 PM CALL TO ORDER

The Currituck County Board of Commissioners met at 6:00 PM in the Board Meeting Room of the Historic Courthouse, 153 Courthouse Road, Currituck, North Carolina, for a Regular Meeting.

Attendee Name	Title	Status	Arrived
Michael H. Payment	Chairman	Present	
Paul M. Beaumont	Vice Chairman	Present	
J. Owen Etheridge	Commissioner	Present	
Mary "Kitty" Etheridge	Commissioner	Present	
Selina S. Jarvis	Commissioner	Present	
Kevin E. McCord	Commissioner	Present	
Bob White	Commissioner	Present	

Chairman Payment called the meeting to order and announced the earlier session of the Board of Equalization and Review.

A) Invocation & Pledge of Allegiance

Commissioner Jarvis offered the Invocation and led the Pledge of Allegiance.

B) Approval of Agenda

Commissioner McCord moved for approval of the agenda. Commissioner White seconded the motion. The motion carried, 7-0.

Approved agenda:

Communication: Minutes for May 16, 2022 (Approval Of Minutes-May 16, 2022; Board of E&R)

Special Meeting

5:00-5:30 PM Board of Equalization and Review

6:00 PM Call to Order

- A) Invocation & Pledge of Allegiance
- B) Approval of Agenda

Public Comment

Please limit comments to matters other than those appearing on this agenda as a Public Hearing. Public comments are limited to 3 minutes.

Commissioner's Report**County Manager/Attorney Reports****Administrative Reports**

- A) NCDOT Report to the Board
- B) Annual Budget Presentation for FY 2022-2023

New Business

- A) Consideration of An Ordinance Amending Section 10-64 Of the Code of Ordinances to Provide for \$75.00 Civil Penalty
- B) Consideration of Ordinance Amending Section 10-64 of the Code of Ordinances Clarifying the Area in Which Motor Vehicles May Operate on the Beach and Foreshore
- C) Consent Agenda
 - 1. Budget Amendments
 - 2. Project Ordinance-Tulls Creek Elementary School Construction
 - 3. Project Ordinance-Historic Courthouse Generator Replacement
 - 4. Surplus Resolutions and Authorization for Captain Kevin Bray and Sergeant William Davenport to Purchase Duty Weapons Upon Retirement
 - 5. Acceptance of Sheriff's Bond
 - 6. Job Description Revision-Planner I
 - 7. Consideration of Lease Renewal and Extension Agreement with Sentara Albemarle Regional Healthcare for a Physical Therapy Center located at 130 Community Way, Barco, North Carolina

8. Approval Of Minutes-May 2, 2022

Adjourn**Special Meeting-Tourism Development Authority**

Tourism Development Authority Annual Budget Presentation for Fiscal Year 2022-2023

TDA-Budget Amendments

Adjourn Special Meeting-TDA**Special Meeting-Ocean Sands Water and Sewer District Board**

Ocean Sands Water & Sewer District Annual Budget Presentation for Fiscal Year 2022- 2023

OSWSD-Budget Amendments

Adjourn Special Meeting-OSWSD Board

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kevin E. McCord, Commissioner
SECONDER:	Bob White, Commissioner
AYES:	Michael H. Payment, Chairman, Paul M. Beaumont, Vice Chairman, J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner, Bob White, Commissioner

PUBLIC COMMENT

Please limit comments to matters other than those appearing on this agenda as a Public Hearing. Public comments are limited to 3 minutes.

Chairman Payment opened the Public Comment period.

Susie Sullivan Rainwater of Jarvisburg discussed drainage issues she and a neighbor are having at their homes. She believes the flooding is the result of a culvert that was installed by the North Carolina Department of Transportation and asked what options are available to resolve the issue.

Paulette Harris of Edgewater Road, Harbinger, shared concerns with the intersection at Edgewater Road and North Carolina Highway 158. She said there are many accidents at the location and suggested installation of a street light to light the intersection as well as a traffic signal.

Morris Gray of Edgewater Road, Harbinger, discussed the heavy summer traffic and backups that occur at the intersection. He, too, would like to see a traffic signal installed.

Beverly Surman of Jarvisburg discussed stormwater flooding that occurs at her home.

There were no other speakers and the Public Comment period was closed.

COMMISSIONER'S REPORT

Commissioner J. Owen Etheridge encouraged everyone to get out and vote in the Primary Election. He announced Currituck County Communications staff will soon be relocating to the Public Safety Center.

Commissioner McCord said early voting in the primary has been light. He recognized first responders in honor of Police Week and Emergency Medical Services (EMS) Week. He discussed a recent storm and the resulting damage that occurred on the Outer Banks.

Commissioner Beaumont discussed the County Budget and budget presentation. He encouraged citizens to take time to review the budget, to question Commissioners about it, and to attend the budget public hearings.

Chairman Payment also addressed the upcoming budget presentation and budget public hearing. He asked citizens to support their local fire departments and to exercise their right to vote.

Commissioner White thanked audience members for coming to the meeting, noting few citizens have been attending. He spoke of the recent, five-day storm and the resulting damage and asked citizens for patience as the County works to clean up and make repairs. He discussed the final phase of Currituck County's Shoreline Stability Study, currently in progress, that will determine whether there is a need for beach nourishment. He said the Board will make a decision when the report is completed.

Commissioner Mary Etheridge announced voting hours for the May 17, 2022, primary election and changes to some polling places in the County. To address a need to restore public trust in government, she recommended an ethics statement be read prior to each Board of Commissioners meeting. She shared the statement used at the start of each Alcoholic Beverage Control (ABC) Board meeting, on which she serves.

Commissioner Jarvis acknowledged National EMS Week and Police Week and thanked all first responders for the work they do. She agreed with Commissioner Mary Etheridge and shared the ethics statement used at the start of each meeting of the College of the Albemarle Board of Trustees, on which she serves.

There was no opposition from Commissioners when asked about requiring an ethics statement at the start of each meeting, and Chairman Payment asked the County Manager to compose a statement for Commissioner review.

COUNTY MANAGER/ATTORNEY REPORTS

County Manager, Ike McRee, said the completed phases of the Shoreline Stability Study are available online, and Phase III of the study is in progress. He said damage from the recent storm worsened the escarpment at the handicap accessible ramp at Corolla Village Road. He thanked staff who mobilized to evaluate county facilities, assessed debris management, and facilitated repairs at ramp areas. He said the cleanup will begin this week. There was discussion of how the sand cycle works.

ADMINISTRATIVE REPORTS

A. NCDOT Report to the Board

Members of the North Carolina Department of Transportation (NCDOT) District 1 staff attended to provide a transportation and project update for Commissioners. Win Bridgers, Deputy Division Engineer, introduced NCDOT staff and used a powerpoint for the report. The status of projects in the State Transportation Improvement Plan (STIP) were reviewed, including the Mid-Currituck Bridge. Secondary road paving projects were presented. Mr. Bridgers addressed stormwater and flooding and discussed NCDOT's drainage policy, the importance of property owners maintaining ditches, and ways in which NCDOT can contribute and participate in ditch cleaning in a watershed.

Mr. Bridgers and staff responded to questions from Commissioners. He addressed the dangerous intersection at Edgewater Road in Harbinger, discussed possible changes to the median at the location, and said he would notify the traffic unit to study the intersection. He responded to questions about the ongoing paving project on North Carolina 168 and explained that contractor availability resulted in the need to perform the milling far in advance of paving. NCDOT felt it best to move forward with the project rather than delay until fall due to many complaints received related to the road conditions.

When alerted about issues related to a collapsing and possibly undersized culvert in Shawboro, Mr. Bridgers said they will go out and assess the area. The use of NCDOT message boards along the highway and the need for better line markings on the roadway were discussed. Commissioners thanked NCDOT staff for their efforts.

Chairman Payment recessed the meeting at 7:14 PM. The meeting reconvened at 7:22 PM.

B. Annual Budget Presentation for FY 2022-2023

County Manager, Ike McRee, presented Currituck County's annual budget for fiscal year 2022-2023. He reviewed North Carolina's statutory budget requirements and used a powerpoint to display budget information. He presented a balanced budget with an ad valorem tax rate remaining at .46 cents per \$100. He discussed growth in the County, particularly in Moyock, and the costs associated with providing services in a county that has no municipalities. He reported total expenditures of \$126,914,856, with \$68,400,218 comprising the general fund. Mr. McRee reviewed property tax collections by region and noted the mainland and beach are now a 50/50 split. Funding sources for the General Fund budget and appropriations were reviewed, along with departmental requests for new employees and salary requests. A minimum wage of \$15 per hour and revisions to starting salaries for Sheriff's Deputies were recommended. Mr. McRee said there are twenty-eight open positions in general government, and he discussed changes to how the County will facilitate Economic Development. Utility rates were reviewed.

Mr. McRee responded to questions from Commissioners during presentation. He thanked staff who assisted with the budget preparation process. A Public Hearing on the proposed budget was set for June 6, 2022. He recommended Commissioners meet in a work session

to review the budget after the Public Hearing. The Board would adopt the budget at the June 20, 2022 Commissioners meeting for an effective date of July 1, 2022.

NEW BUSINESS

A. Consideration of An Ordinance Amending Section 10-64 Of the Code of Ordinances to Provide for \$75.00 Civil Penalty

County Manager, Ike McRee, reviewed the Ordinance Amendment that provides for a \$75.00 penalty for Beach Parking Permit violations. A set fee is required by North Carolina State Statute.

Commissioner White moved for approval and Commissioner McCord seconded the motion. The motion carried, 7-0.

AN ORDINANCE OF THE CURRITUCK COUNTY BOARD OF COMMISSIONERS AMENDING SECTION 10-64 OF THE CURRITUCK COUNTY CODE OF ORDINANCES TO PROVIDE FOR CIVIL PENALTY

WHEREAS, pursuant to N.C. Gen. Stat. §153A-121 a county may by ordinance define, regulate, prohibit, or abate acts, omissions, or conditions detrimental to the health, safety, or welfare of its citizens and the peace and dignity of the county; and

WHEREAS, pursuant to N.C. Gen. Stat. §153A-145.3 a county may, by ordinance, define, prohibit, regulate, or abate acts, omissions, or conditions upon the State's ocean beaches and prevent or abate any unreasonable restriction of the public's right to use the State's ocean beaches; may regulate, restrict, or prohibit the placement, maintenance, location or use of equipment, personal property, or debris upon the State's ocean beaches; and may otherwise enforce any ordinance adopted pursuant to this section or any other of provision of law upon the State's ocean beaches located within the county's jurisdictional boundaries; and

WHEREAS, pursuant to Section 1 of Chapter 875 of the 1985 Session Laws, as amended by S.L. 1998-64 and S.L. 2001-33 the county may by ordinance regulate, restrict, and prohibit the use of dune or beach buggies, jeeps, motorcycles, cars, trucks, or any other form of power-driven vehicle specified by the county's governing board on the foreshore, beach strand and barrier dune system; and

WHEREAS, the Board of Commissioners finds as follows:

a. Approximately 23 mile of Currituck County fronts the Atlantic Ocean. Of those 23 miles, approximately 11 miles are only accessible by four-wheel drive motor vehicles traveling along the ocean beach in an area known as the off-road area of the county.

b. There are approximately 3,000 platted lots located in the off-road area of the county.

c. Particularly during late Spring, Summer and early Fall, the off-road area of the county attracts large numbers of motor vehicles and persons recreating on the ocean beach.

d. Due to the large numbers of motor vehicles traversing the ocean beach, which is the main north-south travel way, and recreating persons interacting with and exposed to heavy motor vehicle traffic, there exists a condition hazardous to the health,

safety and welfare of the general public that must and can be addressed, by the reduction of motor vehicle traffic on the ocean beach.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners for the County of Currituck, North Carolina as follows:

PART I. The Code of Ordinances, Currituck County, North Carolina is amended by adding subsection (n) to Section 10-64 of the Code of Ordinances to read as follows:

(n) Violation of section. Notwithstanding Sec. 10-54 of this code, a violation of this section shall be a civil violation subjecting the offender to a civil penalty in the amount of \$75.00 and shall not constitute a misdemeanor or infraction enforceable under G.S. 14-4.

PART II. Severability. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed. Should a court of competent jurisdiction declare this ordinance or any part of this ordinance to be invalid, such decision shall not affect the remaining provisions of this ordinance or the Code of Ordinances of the County of Currituck, North Carolina.

PART III. This ordinance is effective upon its adoption.

ADOPTED this 16th day of May, 2022.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bob White, Commissioner
SECONDER:	Kevin E. McCord, Commissioner
AYES:	Michael H. Payment, Chairman, Paul M. Beaumont, Vice Chairman, J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner, Bob White, Commissioner

B. Consideration of Ordinance Amending Section 10-64 of the Code of Ordinances Clarifying the Area in Which Motor Vehicles May Operate on the Beach and Foreshore

County Manager, Ike McRee, reviewed the Beach Driving Ordinance amendment that was written to clarify the drive areas for motor vehicles traveling on the County's off-road beaches.

Commissioner White moved for approval. Commissioner J. Owen Etheridge seconded the motion. The motion carried, 7-0

AN ORDINANCE OF THE CURRITUCK COUNTY BOARD OF COMMISSIONERS AMENDING SECTION 10-62 OF THE CURRITUCK COUNTY CODE OF ORDINANCES TO CLARIFY THE AREA IN WHICH MOTOR VEHICLES MAY OPERATE ON THE BEACH AND FORESHORE

WHEREAS, pursuant to N.C. Gen. Stat. §153A-121 a county may by ordinance define, regulate, prohibit, or abate acts, omissions, or conditions detrimental to the health, safety, or welfare of its citizens and the peace and dignity of the county; and

WHEREAS, pursuant to N.C. Gen. Stat. §153A-145.3 a county may, by

ordinance, define, prohibit, regulate, or abate acts, omissions, or conditions upon the State's ocean beaches and prevent or abate any unreasonable restriction of the public's right to use the State's ocean beaches; may regulate, restrict, or prohibit the placement, maintenance, location or use of equipment, personal property, or debris upon the State's ocean beaches; and may otherwise enforce any ordinance adopted pursuant to this section or any other of provision of law upon the State's ocean beaches located within the county's jurisdictional boundaries; and

WHEREAS, pursuant to Section 1 of Chapter 875 of the 1985 Session Laws, as amended by S.L. 1998-64 and S.L. 2001-33 the county may by ordinance regulate, restrict, and prohibit the use of dune or beach buggies, jeeps, motorcycles, cars, trucks, or any other form of power-driven vehicle specified by the county's governing board on the foreshore, beach strand and barrier dune system; and

WHEREAS, the Board of Commissioners finds as follows:

- a. Approximately 23 mile of Currituck County fronts the Atlantic Ocean. Of those 23 miles, approximately 11 miles are only accessible by four-wheel drive motor vehicles traveling along the ocean beach in an area known as the off-road area of the county.
- b. There are approximately 3,000 platted lots located in the off-road area of the county.
- c. Particularly during late Spring, Summer and early Fall, the off-road area of the county attracts large numbers of motor vehicles and persons recreating on the ocean beach.
- d. Due to the large numbers of motor vehicles traversing the ocean beach, which is the main north-south travel way, and recreating persons interacting with and exposed to heavy motor vehicle traffic, there exists a condition hazardous to the health, safety and welfare of the general public that must and can be addressed, by the reduction of motor vehicle traffic on the ocean beach.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners for the County of Currituck, North Carolina as follows:

PART I. The Code of Ordinances, Currituck County, North Carolina is amended by rewriting Section 10-64 of the Code of Ordinances to read as follows:

Sec. 10-62. Blocking foreshore.

(a) No person shall block the foreshore in such a manner that would prohibit vehicular travel along the foreshore. This subsection shall not apply between 9:00 a.m. and 5:00 p.m. from the Friday before Memorial Day to Labor Day in that area one and one-half miles north of the north beach access ramp to Mile Post 17.

(b) All vehicles parked on the beach strand shall be parked in the middle of the beach strand such that vehicular traffic may pass without obstruction adjacent to the dune line and, ~~except between 9:00 a.m. and 5:00 p.m. from the Friday before Memorial Day to Labor Day in the area extending one and one-half miles north of the north beach access ramp to Mile Post 17,~~ adjacent to the water's edge. There shall be no lawn chairs, coolers, fishing lines or any other items blocking the beach strand in any manner that would restrict vehicular movement in a north-south direction along the dune line. There shall be no lawn chairs, coolers, fishing lines or any other items blocking the foreshore in any manner that restricts public safety and emergency response vehicular movement in a north-south direction along the water's edge.

(c) Notwithstanding subsections (a) and (b) of this section, no vehicle shall travel in the area extending one and one-half miles north of the north beach access ramp to Mile Post 17 in a north or south direction between 9:00 a.m. and 5:00 p.m. from the

Friday before Memorial Day to Labor Day except in an area bounded on the west by the toe of the dune line and extending eastward to the middle of the beach strand. This section shall not apply to public safety and emergency response motor vehicles.

(d) The parking of any vehicle on the beach strand in an area extending from the north beach access ramp northward for one and one-half miles is prohibited. Violators shall be towed.

PART II. Severability. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed. Should a court of competent jurisdiction declare this ordinance or any part of this ordinance to be invalid, such decision shall not affect the remaining provisions of this ordinance or the Code of Ordinances of the County of Currituck, North Carolina.

PART III. This ordinance is effective upon its adoption.

ADOPTED this 16th day of May, 2022.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bob White, Commissioner
SECONDER:	J. Owen Etheridge, Commissioner
AYES:	Michael H. Payment, Chairman, Paul M. Beaumont, Vice Chairman, J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner, Bob White, Commissioner

C) Consent Agenda

Commissioner J. Owen Etheridge moved for approval. Commissioner Jarvis seconded the motion. The motion carried, 7-0.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	J. Owen Etheridge, Commissioner
SECONDER:	Selina S. Jarvis, Commissioner
AYES:	Michael H. Payment, Chairman, Paul M. Beaumont, Vice Chairman, J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner, Bob White, Commissioner

1. Budget Amendments

20220133		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
Account Number	Account Description		
10640-511000	Telephone & Postage	\$ 2,800	
10640-521100	Equipment Lease		\$ 1,358
10640-545000	Contracted Services		1,442
		\$ 2,800	\$ 2,800
Explanation:	Cooperative Extension (10640) - Substantial increase in telephone bills (internet) due to additional 911 equipment/services.		
Net Budget Effect:	Operating Fund (10) - No change.		
20220134		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
Account Number	Account Description		
51848-590200	Tulls Creek Elementary School	\$ 3,500,000	
51390-495042	T F - Transfer Tax Capital Fund		\$ 1,130,600
51390-495041	T F - School Capital Fund		2,369,400
		\$ 3,500,000	\$ 3,500,000
Explanation:	School Capital Construction (51848) - Increase appropriations for design of Tulls Creek Elementary School.		
Net Budget Effect:	School Capital Construction Fund (51) - Increased by \$3,500,000.		
20220135		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
Account Number	Account Description		
10990-587050	T T - County Govt Construction	\$ 450,000	
10460-592000	Courthouse Projects		\$ 450,000
50460-590004	Historic Courthouse Generator 2022	450,000	
50390-495010	T F - Operating Fund		450,000
		\$ 900,000	\$ 900,000
Explanation:	County Governmental Construction (50460) - Move budgeted funds from Courthouse Projects to the Multi-year Governmental Construction Fund to replace the generator at the Historic Courthouse.		
Net Budget Effect:	Operating Fund (10) - No change. County Governmental Construction Fund (50) - No change.		

20220136		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
10550-516000	Repairs & Maintenance	\$ 4,500	
10550-532000	Supplies	\$ 4,000	
10550-535000	Credit Card Maintenance Fees	\$ 4,000	
10550-545000	Contract Services		\$ 4,500
10550-561000	Professional Services	60	
10550-590000	Capital Outlay		4,060
10350-467100	Aviation Fuel Receipts		4,000
		\$ 12,560	\$ 12,560
Explanation:	Airport (10550) - Transfer budgeted funds for repairs to Hangar insulation and for supply purchases original anticipated to meet capital threshold, but costs were less than anticipated.		
Net Budget Effect:	Operating Fund (10) - Increased by \$4,000.		
20220137		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
10530-557100	Software License Fee	\$ 2,000	
10530-590000	Capital Outlay		\$ 2,000
		\$ 2,000	\$ 2,000
Explanation:	Emergency Medical Services (10530) - Transfer budgeted funds for increase in software license fee.		
Net Budget Effect:	Operating Fund (10) - No change.		
20220138		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
10430-503000	Salaries - Part-time	\$ 2,500	
10430-505000	FICA Expense	\$ 191	
10320-411000	Article 39 Sales Tax		\$ 2,691
		\$ 2,691	\$ 2,691
Explanation:	Elections (10430) -Increase appropriations for additional costs for May primary elections.		
Net Budget Effect:	Operating Fund (10) - Increased by \$2,691.		

20220139		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
Account Number	Account Description		
10330-449900	Miscellaneous Grants		\$ 8,800
10340-450420	Beach Parking Permits		\$ 48,000
10340-453000	Register of Deeds Fees		\$ 500
10350-464795	Rent - Recreation Fields		\$ 500
10410-557100	Software License Fees	\$ 200	
10440-545100	Credit Card Fees	\$ 45,000	
10441-503500	Temporary Services		\$ 102
10445-503500	Temporary Services	\$ 102	
10445-545000	Employee Assistance	\$ 1,300	
10460-532001	Beach Parking Supplies	\$ 3,000	
10480-511000	Telephone & Postage	\$ 500	
10510-557100	Software License Fees	\$ 1,800	
10535-545000	Contract Services	\$ 4,000	
10795-545100	Credit Card Fees	\$ 1,500	
10795-576011	Adult Volleyball	\$ 500	
66868-511010	Data Transmission	\$ 6,000	
66868-506000	Health Insurance		\$ 6,000
67878-553000	Dues & Subscriptions	\$ 20,000	
67878-557100	Software License Fees	\$ 200	
67360-470000	Utility Charges		\$ 20,200
		<u>\$ 84,102</u>	<u>\$ 84,102</u>
Explanation:	Various Departments - Increase and transfer funds for operations for the remainder of this fiscal year.		
Net Budget Effect:	Operating Fund (10) - Increased by \$57,800.		
	Southern Outer Banks Water Fund (66) - No change.		
	Mainland Sewer Fund (67) - Increased by \$20,200.		

2. Project Ordinance-Tulls Creek Elementary School Construction

COUNTY OF CURRITUCK CAPITAL PROJECT ORDINANCE

BE IT ORDAINED by the Currituck County Board of Commissioners, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

SECTION 1. The project authorized is design and construction of a new Elementary School that will be located on Tulls Creek Road, Moyock. This initial funding is for design and reimbursable expenses. The construction will be funding through debt that will be on the Local Government Commission agenda in the winter 2023.

SECTION 2. The following amounts are appropriated for the project:

Historic Courthouse Generator 2022	\$ 450,000
	<u>\$ 450,000</u>

SECTION 3. The following funds are available to complete this project:

Operating Fund	\$ 450,000
	<u>\$ 450,000</u>

SECTION 4. The Finance Director is hereby directed to report, on a quarterly basis, on the financial status of each project element delineated in Section 2 above.

SECTION 5. SPECIAL APPROPRIATIONS AND RESTRICTIONS

The Budget Officer is hereby authorized to transfer appropriations within the fund as contained herein under the following conditions:

- a. He may transfer amounts between object line items within the fund up to One Thousand dollars (\$1,000).

SECTION 6. CONTRACTUAL OBLIGATIONS

The County Manager is hereby authorized to execute contractual documents under the following conditions:

- a. He may execute contracts for construction or repair projects which do not require formal competitive bid procedures.
- b. He may execute contracts for (1) purchases of apparatus, supplies, and materials, or equipment which are within the budgeted departmental appropriations; (2) leases of personal property for a duration of one year or less and within budgeted departmental appropriations; and (3) services which are within budgeted departmental appropriations.
- c. He may execute contracts, as the lessor or lessee of real property, which are of a duration of one year or less which are within the budgeted departmental appropriations.

SECTION 7. USE OF BUDGET ORDINANCE

The Budget Officer and the Finance Director shall use this capital project ordinance for administration of the budget and for the accounting system.

ADOPTED this 16th day of May 2022.

3. Project Ordinance-Historic Courthouse Generator Replacement

COUNTY OF CURRITUCK CAPITAL PROJECT ORDINANCE

BE IT ORDAINED by the Currituck County Board of Commissioners, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

SECTION 1. The project authorized is replace the generator located at the Historic Courthouse on Courthouse Road, Currituck, NC.

SECTION 2. The following amounts are appropriated for the project:

Historic Courthouse Generator 2022	\$ 450,000
	<u>\$ 450,000</u>

SECTION 3. The following funds are available to complete this project:

Operating Fund	\$ 450,000
	<u>\$ 450,000</u>

SECTION 4. The Finance Director is hereby directed to report, on a quarterly basis, on the financial status of each project element delineated in Section 2 above.

SECTION 5. SPECIAL APPROPRIATIONS AND RESTRICTIONS

The Budget Officer is hereby authorized to transfer appropriations within the fund as contained herein under the following conditions:

- a. He may transfer amounts between object line items within the fund up to One Thousand dollars (\$1,000).

SECTION 6. CONTRACTUAL OBLIGATIONS

The County Manager is hereby authorized to execute contractual documents under the following conditions:

Communication: Minutes for May 16, 2022 (Approval Of Minutes-May 16, 2022; Board of E&R)

- a. He may execute contracts for construction or repair projects which do not require formal competitive bid procedures.
- b. He may execute contracts for (1) purchases of apparatus, supplies, and materials, or equipment which are within the budgeted departmental appropriations; (2) leases of personal property for a duration of one year or less and within budgeted departmental appropriations; and (3) services which are within budgeted departmental appropriations.
- c. He may execute contracts, as the lessor or lessee of real property, which are of a duration of one year or less which are within the budgeted departmental appropriations.

SECTION 7. USE OF BUDGET ORDINANCE

The Budget Officer and the Finance Director shall use this capital project ordinance for administration of the budget and for the accounting system.

ADOPTED this 16th day of May 2022.

4. Surplus Resolutions and Authorization for Captain Kevin Bray and Sergeant William Davenport to Purchase Duty Weapons Upon Retirement

COUNTY OF CURRITUCK

WHEREAS, The Currituck County Board of Commissioners, during its regular meeting held on Monday, May 16, 2022, authorized the following property listed below be declared surplus and disposed of; and

WHEREAS, Sheriff Matt Beickert has requested that upon the retirement of Captain Kevin Bray, that his service weapon, a Glock 45 9M handgun, Serial No. BSBD944, be given to him. Mr. Bray has made the request to purchase same upon his retirement.

ADOPTED this 16th day of May, 2022.

COUNTY OF CURRITUCK

WHEREAS, The Currituck County Board of Commissioners, during its regular meeting held on Monday, May 16, 2022, authorized the following property listed below be declared surplus and disposed of; and

WHEREAS, Sheriff Matt Beickert has requested that upon the retirement of Sergeant William Davenport, that his service weapon, a Glock 45 9M handgun, Serial No. BSBD964, be given to him. Mr. Davenport has made the request to purchase same upon his retirement.

ADOPTED this 16th day of May, 2022.

5. Acceptance of Sheriff's Bond

6. Job Description Revision-Planner I

7. Consideration of Lease Renewal and Extension Agreement with Sentara Albemarle Regional Healthcare for a Physical Therapy Center located at 130 Community Way, Barco, North Carolina

8) Approval Of Minutes-May 2, 2022

1. Minutes for May 2, 2022

ADJOURN

Motion to Adjourn Meeting

There was no further business and Commissioner McCord moved to adjourn. Commissioner White seconded the motion. The motion carried, 7-0, and the Regular Meeting of the Board of Commissioners concluded at 7:54 PM.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kevin E. McCord, Commissioner
SECONDER:	Bob White, Commissioner
AYES:	Michael H. Payment, Chairman, Paul M. Beaumont, Vice Chairman, J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner, Bob White, Commissioner

SPECIAL MEETING-TOURISM DEVELOPMENT AUTHORITY

The Currituck County Board of Commissioners held a Special Meeting immediately following adjournment of the 6:00 PM Regular Meeting to sit as the Tourism Development Authority. The meeting was held in the Board Meeting Room of the Historic Courthouse, 153 Courthouse Road, Currituck, North Carolina, for the purpose of receiving the Tourism Development Authority budget message and presentation and to consider budget amendments.

Tourism Development Authority Annual Budget Presentation for Fiscal Year 2022-2023

County Manager, Ike McRee, presented the Tourism Development Authority proposed budget for Fiscal Year 2022-2023. Mr. McRee reviewed the statutory requirements for the collection and distribution of Occupancy Tax and explained the uses of Occupancy Tax for Tourism Related and Promotional expenditures. Mr. McRee responded to questions from Commissioners during presentation. A date of June 6, 2022, was set for Public Hearing with possible adoption at the June 20, 2022, meeting. The budget would have an effective date of July 1, 2022.

TDA-Budget Amendments

Commissioner McCord moved for approval of the Budget Amendments. Commissioner White seconded the motion. The motion carried, 7-0.

Communication: Minutes for May 16, 2022 (Approval Of Minutes-May 16, 2022; Board of E&R)

TDA20220020		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
Account Number	Account Description		
15442-532000	Supplies	\$ 5,000	
15442-526200	Promotion		\$ 5,000
15447-511000	Telephone & Postage	100	
15447-531000	Fuel	2,000	
15447-516001	Signs		2,100
		\$ 7,100	\$ 7,100
Explanation: Occupancy Tax Promotions (15442); Occupancy Tax Tourism Related Expenditures (15447) - Transferring funds from promotion to supplies to cover the cost of additional equipment and supplies for the destination video/photo shoot in April/May. Also transferring funds to accounts that have experienced unexpected			
Net Budget Effect: Occupancy Tax Fund (15) - No change.			

TDA20220021		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
Account Number	Account Description		
15447-587010	T T - Operating Fund	\$ 54,000	
15320-415000	Occupancy Tax		\$ 54,000
		\$ 54,000	\$ 54,000
Explanation: Occupancy Tax - Tourism Related (15447) - Increase transfer to the Operating fund for Occupancy Tax Administration based on formula 3% of first \$500,000 and 1% of remaining Occupancy Tax collected for administration of the collection of Occupancy Tax.			
Net Budget Effect: Occupancy Tax Fund (15) - Increased by \$54,000.			

RESULT: APPROVED [UNANIMOUS]
MOVER: Kevin E. McCord, Commissioner
SECONDER: Bob White, Commissioner
AYES: Michael H. Payment, Chairman, Paul M. Beaumont, Vice Chairman, J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner, Bob White, Commissioner

ADJOURN SPECIAL MEETING-TDA

There was no further business and Commissioner White moved to adjourn. Commissioner Jarvis seconded the motion. The motion carried, 7-0, and the meeting of the Tourism Development Authority concluded at 8:03 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bob White, Commissioner
SECONDER:	Selina S. Jarvis, Commissioner
AYES:	Michael H. Payment, Chairman, Paul M. Beaumont, Vice Chairman, J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner, Bob White, Commissioner

SPECIAL MEETING-OCEAN SANDS WATER AND SEWER DISTRICT BOARD

The Currituck County Board of Commissioners held a Special Meeting following adjournment of the 6:00 PM Regular Meeting to sit as the Ocean Sands Water and Sewer District Board. The meeting was held in the Board Meeting Room of the Historic Courthouse, 153 Courthouse Road, Currituck, North Carolina, for the purpose of receiving the Ocean Sands Water and Sewer District budget message and presentation and to consider budget amendments.

Ocean Sands Water & Sewer District Annual Budget Presentation for Fiscal Year 2022-2023

County Manager, Ike McRee, presented the proposed budget for the Ocean Sands Water and Sewer District for Fiscal Year 2022-2023. Mr. McRee explained the creation of the district as part of a 1987 negotiated settlement agreement with Coastland Corporation in which the county agreed to provide water and sewer service in the Ocean Sands subdivision. Mr. McRee reviewed operational expenses, expected revenues, and capital projects. Mr. McRee responded to questions from Commissioners during presentation. A date of June 6, 2022, was set for Public Hearing with possible adoption at the June 20, 2022, meeting. The budget would have an effective date of July 1, 2022.

OSWSD-Budget Amendments

Commissioner White moved for approval of the Budget Amendments. Commissioner Jarvis seconded the motion. The motion carried, 7-0.

Communication: Minutes for May 16, 2022 (Approval Of Minutes-May 16, 2022; Board of E&R)

OS2022002			Debit		Credit
			Decrease Revenue or		Increase Revenue or
<u>Account Number</u>	<u>Account Description</u>		<u>Increase Expense</u>		<u>Decrease Expense</u>
60808-503000	Salaries - Part-time		\$ 8,000		
60808-505000	FICA Expense		\$ 612		
60808-511001	Telephone & Postage - Sewer		\$ 650		
60808-553001	Dues & Subscriptions - Sewer		\$ 5,000		
60360-470001	Utilities Charges - Sewer			\$ 14,262	
			\$ 14,262		\$ 14,262
Explanation:	Ocean Sands Water and Sewer (60808) - Increase appropriations to advertise for a part-time temporary position to fill vacancy and for cost increases in telephone/postage and dues.				
Net Budget Effect:	Ocean Sands Water and Sewer District Fund (60) - Increased by \$14,262.				

RESULT: APPROVED [UNANIMOUS]
MOVER: Bob White, Commissioner
SECONDER: Selina S. Jarvis, Commissioner
AYES: Michael H. Payment, Chairman, Paul M. Beaumont, Vice Chairman, J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner, Bob White, Commissioner

ADJOURN SPECIAL MEETING-OSWSD BOARD

There was no further business and Commissioner Beaumont moved to adjourn. Commissioner White seconded the motion. The motion carried, 7-0, and the meeting of the Ocean Sands Water and Sewer District Board concluded at 8:07 PM.

RESULT: APPROVED [UNANIMOUS]
MOVER: Paul M. Beaumont, Vice Chairman
SECONDER: Bob White, Commissioner
AYES: Michael H. Payment, Chairman, Paul M. Beaumont, Vice Chairman, J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner, Bob White, Commissioner



2022 BOARD OF EQUALIZATION & REVIEW
Minutes
May 16, 2022

The 2022 Board of Equalization & Review was called to order at 5:00 pm on Tuesday, May 16, 2022 by Chairman Michael Payment. Board Members: Paul Beaumont, J. Owen Etheridge, Mary Etheridge, Selina S. Jarvis, and Bob White were in attendance.

Moyock Propco Holdings LLC: Tax Parcel ID: 0009000029S0000

An appeal was presented to the Board that was submitted by Ryan LLC on behalf of the owner. The property under appeal is known as “The Currituck House”, a nursing and memory care facility in Moyock. The appeal requested that the assessed value be reduced to \$3,758,869. Ryan’s appeal contained what was purported to be a Marshall & Swift cost approach value; stated that “the assisted living industry has been decimated by Covid”, and that the 2016 purchase for \$10.8 million “had a large amount of intangible value associated with the purchase.

Finding: Commissioner Jarvis made a motion to confirm the assessed value of \$10,627,700. The motion was seconded by Commissioner Beaumont and passed unanimously.

No other taxpayers appeared before the Board requesting a hearing with respect to the listing or appraisal of the taxpayer’s property or property of others.

The 2022 Board of Equalization and Review adjourned at 5:30 pm.

ATTEST: 

Tracy Sample, Clerk to the
Board of Equalization and
Review

Michael H. Payment, Chairman

Communication: Board of E & R (Approval Of Minutes-May 16, 2022; Board of E&R)



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3447)

Agenda Item Title: Tourism Development Authority-Public Hearing on Annual Budget for the Fiscal Year Ending June 30, 2023.

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Required Public Hearing following presentation of the TDA budget at the May 16, 2022, Commissioners meeting. A budget must be adopted no later than June 30, 2022 for an effective date of July 1, 2022.

Is this item regulated by plan, regulation or statute? Yes

Manager Recommendation:



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3452)

Agenda Item Title: TDA-Budget Amendments

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Budgeted funds transfers for consideration by the Tourism Development Authority

Potential Budget Affect: Please see individual items for net budget effects.

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:

Number TDA20220022

BUDGET AMENDMENT

The Currituck County Board of Commissioners sitting as the Tourism Development Authority, at a meeting on the 6th day of June 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2022.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
15447-545000	Contract Services	\$ 100,000	
15320-415000	Occupancy Tax		\$ 100,000
		<u>\$ 100,000</u>	<u>\$ 100,000</u>

Explanation: Occupancy Tax - Tourism Related (15447) - Increase appropriations for beach clean-up after the May Nor'easter.

Net Budget Effect: Occupancy Tax Fund (15) - Increased by \$100,000.

Minute Book # _____, Page # _____

Journal # _____

Clerk to the Board

Attachment: BudAmends_June 6_TDA (Tourism Development Authority-Budget Amendments)



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3446)

Agenda Item Title: Public Hearing: Ocean Sands Water & Sewer District Budget for Fiscal Year Ending June 30, 2023

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Reason for Request:

Required Public Hearing following presentation of the OSWSD budget at the May 16, 2022, Commissioners meeting. A budget must be adopted no later than June 30, 2022 for an effective date of July 1, 2022.

Potential Budget Affect:

Is this item regulated by plan, regulation or statute? Yes

Manager Recommendation: