

CURRITUCK COUNTY
NORTH CAROLINA
OCTOBER 16, 2006

The Board met at 6:00 p.m. for a reception with NC Cooperative Extension.

The Board of Commissioners met on Monday, October 16, 2006, at 7:00 p.m. for its regularly scheduled meeting at the Historic Courthouse in the Commissioners Meeting Room with the following members present: Vice-Chair Martin, Commissioners Miller and Etheridge. Chairman O'Neal and Commissioner Bowden were absent.

Call to Order
Invocation and Pledge of Allegiance

Dan Alexander, was present for the invocation and pledge of allegiance.

Approval of Agenda

Commissioner Etheridge moved to amend the agenda by adding a discussion on Mainland Water and award bid for water tanks; add resolution on NCDOT Policy changes and delete Item 3. Commissioner Miller seconded the motion. Motion carried.

- Item 1 Approval of Agenda
- Item 2 Public Comment
Please limit comments to items not appearing on the regular agenda, please limit comments to 3 minutes.
- Item 3 **Public Hearing and Action on PB 06-33 TOM BRADY (BRADY AIRPARK)** Rezone approximately 20.32 acres from Agricultural (A) to Residential Airpark Development (RAD). The property is located adjacent to the Currituck County Airport and Brady Landing Phase I, with an access to Maple Road., Tax Map 52, Parcel 3B, Crawford Township.
- Item 4 **Public Hearing and Action on PB 06-51 CURRITUCK COUNTY (The Moving Wall)** PB 06-51 CURRITUCK COUNTY: Special Event/Special Use Permit for the Moving Wall: This site is located at Currituck Veterans Memorial Park, 132 Coinjock Canal Road, Tax Map 71A, Parcel 24, Crawford Township
- Item 5 **Action on PB 03-46 OWENS BEACH ESTATES PHASE II** Amended Sketch Plan for 8 single family lots on property located in harbinger, approximately 400 feet north of the intersection with Owens Beach Road, Tax Map 125, Parcel 35F, Poplar Branch Township.
- Item 6 **Approval of Memorandum of Understanding** between The Board of County Commissioners and The North Carolina Cooperative Extension Service, North Carolina State University and The North Carolina Cooperative Extension Program, North Carolina A&T State University.
- Item 7 **Tourism Department update**
- Item 8 **Consent Agenda:**
 - A. Budget Amendments
 - B. Resolution surplus property
 - C. Condition of Fire Report - Moyock VFD
 - D. Petition of Summit Farms Trail for Addition to NCDOT Maintenance System
 - E. Permission to Destroy old Building Permit Files
 - F. Approval of September 18 & October 2, minutes
 - G. Resolution and Boundary map Corolla Fire
- Item 9 Commissioner's Report

Item 10 County Manager's Report

Item 11 Adjourn

Public Comment

Please limit comments to items not appearing on the regular agenda, please limit comments to 3 minutes.

Commissioner Martin opened the public comment period.

Earl and Edith Brickhouse, Senior Tar Heel Representatives, presented the Board with an update on the recent Senior Tar Heel legislation presented to the General Assembly.

Gloria Shytle, apologized to residents of Knotts Island for not attending their candidate meeting. She was not informed of the meeting.

Commissioner Etheridge commented on notification of the Knotts Island candidates meeting.

Bob Kohler, reminded the public of the Moving Wall in Coinjock on October 25 thru 29.

David Palmer, Currituck Chamber, stated that there was a candidate forum scheduled October 19th at the Currituck Middle School at 6:00 p.m.

Herb Robbins, Corolla, expressed concerns with the Corolla Trolley and not enough information to citizens.

Commissioner Miller stated that this project has been ongoing for 2 years and questioned why the questions now. He further commented on why the newspapers were not getting the facts before printing incorrect information.

John Snowden, Maple, expressed concerns with how items can be removed from agenda at the last minute. He further expressed concerns with Tom Brady's request and other issues with this development.

There being no further comments, Commissioner Martin closed the public comment period.

Public Hearing and Action on PB 06-33 TOM BRADY (BRADY AIRPARK) Rezone approximately 20.32 acres from Agricultural (A) to Residential Airpark Development (RAD). The property is located adjacent to the Currituck County Airport and Brady Landing Phase I, with an access to Maple Road., Tax Map 52, Parcel 3B, Crawford Township.

Continued

Pat McDowell, Engineer, update on Mainland Water and award bid for water tanks.

Pat McDowell, Engineer, presented an update to the July 11 meeting. He went on to review planning and construction initiatives over the past five years to upgrade the mainland water system to accommodate existing and future growth; review historical water demand trends; discuss growth management strategies.

Mr. McDowell recommended that the contract for the Sligo and Industrial park storage tanks be awarded to Caldwell Tanks, Inc. for their low base bid of \$1,728,800.

Commissioner Miller questioned why the tanks were not in Moyock where most of the residential growth is located. He requested a work session.

Commissioner Miller moved to table to next meeting. Commissioner Etheridge seconded the motion. Motion carried.

**Public Hearing and Action on PB 06-51 CURRITUCK COUNTY (The Moving Wall)
PB 06-51 CURRITUCK COUNTY: Special Event/Special Use Permit for the Moving Wall: This site is located at Currituck Veterans Memorial Park, 132 Coinjock Canal Road, Tax Map 71A, Parcel 24, Crawford Township**

Sworn testimony was given prior to making statements.

Sarah Keifer, Planning Director, reviewed the request.

**STAFF ANALYSIS FOR THE BOARD OF COMMISSIONERS
MEETING DATE: October 10, 2006**

ITEM: PB 06-51 Currituck County- Special Event, Special Use Permit for the Moving Wall

LOCATION: Currituck Veterans Memorial Park,
132 Coinjock Canal Road

ZONING DISTRICT: General Business (GB)

TAX ID: Map 71A, Parcel 24 (071A00400240000)

PRESENT USE: County Park

OWNER:
Currituck County Mainland Properties
PO Box 39
Currituck NC, 27929

APPLICANT:
Currituck County Parks and Recreation
PO Box 39
Currituck, NC 27929

**LAND USE/ZONING OF SURROUNDING PROPERTY:
SURROUNDING PROPERTY:**

	Land Use	Zoning
NORTH:	Residential	RA
SOUTH	Residential	RA
EAST:	Residential	RA
WEST:	Residential	RA

FIRE DISTRICT: Crawford V.F.D.

SIZE OF SITE: 5.72 Acres

WATER: The site is served by County Water

WASTEWATER: There will be portable restrooms for the event

NARRATIVE:

- A Special Use Permit is required for all Special Events according to use 26.000 of the UDO Article 13.
- The Special Event will be the Vietnam Memorial Moving Wall. A traveling exhibit of the Vietnam Veterans Memorial in Washington, D.C.
- The Hours of Operation will be – Wed. Oct. 25th @ 6:00pm – Sun. Oct. 29th @ 2:00pm
- Handicapped parking will be provided on an adjacent lot.
- General parking will be provided off site with shuttle buses carrying visitors to the event at the American Legion and Crabbie’s Restaurant and Marina. On Saturday and Sunday, parking will be provided at Currituck County High school with shuttles to the event.
- There will be no food or concessions allowed on-site except for volunteers/staff/and emergency use.

QUESTION(S) BEFORE THE BOARD:

Special Use Permit Criteria and Staff Findings:

(The Board must find that the applicant meets all criteria in order for a Special Use Permit to be approved.)

In granting a Special Use Permit, the Board may attach to the Permit such reasonable requirements in addition to those specified in this Ordinance as will ensure that the development in its proposed location:

- (a) Will not endanger the public health or safety;
- (b) Will not injure the value of adjoining or abutting property;
- (c) Will be in harmony with the area in which it is located;
- (d) Will be in conformity with the Land Use Plan, Thoroughfare Plan, or other plan officially adopted by the Board of Commissioners; and,
- (e) Will not exceed the county's ability to provide adequate public facilities, including, but not limited to, schools, fire and rescue, law enforcement, and other county facilities.

Following is the staff Suggested Findings for each criteria (as is required by the UDO).

1. COMPLETENESS OF THE APPLICATION

Suggested Findings:

The application is complete.

2. COMPLIANCE WITH ORDINANCE REQUIREMENTS

Suggested Findings:

The applicant's proposal will be required to maintain compliance with all UDO requirements and any additional requirements of the Board of Commissioners.

- (a) The proposed use **will not** materially endanger the public health or safety for the following reasons:

Suggested Findings:

The proposed use is for 5 days and will be monitored by Currituck County EMS and law enforcement agencies.

- (b) The proposed use **will not** substantially injure the value of adjoining or abutting property for the following reasons:

Suggested Findings:

1. A Special Event at a county park will not injure the value of properties.

- (c) The proposed use **will** be in harmony with the particular neighborhood or area in which it is to be located.

Suggested Findings:

1. A special event will be in harmony with the surrounding uses and single family dwellings.

- (d) The proposed use **will** be in general conformity with the Land Use Plan, Thoroughfare Plan, or other plan officially adopted by the Board of Commissioners.

Suggested Findings:

1. The 1990 Land Use Plan classifies this land as "Community". The purpose of this class is to provide for clustered, mixed use land uses at low densities to help meet the housing, shopping, employment and others needs in rural areas.

2. The proposed use conforms to both the current Land Use Plan.

- (e) The proposed use **will not** exceed the county's ability to provide adequate public facilities, including, but not limited to, schools, fire and rescue, law enforcement, and other county facilities. Applicable state standards and guidelines shall be followed for determining when applicable facilities are adequate. Such facilities must be in place or programmed to be in place within two years after the initial approval of the sketch plan. In the case of subdivision and multi-family development at the sketch plan/special use, preliminary plat or final plat stage,

the Board of Commissioners may establish time limits on the number of lots/units available for development to assure adequate public facilities are available in accordance with Section 2015.

Suggested Findings:

Approval of this request should have no negative impact upon public facilities.

STAFF RECOMMENDATION

Staff recommends **approval** with the following conditions:

1. Off site parking shall be provided with a shuttle system to the site.
2. Parks and Recreation staff will coordinate with EMS and law enforcement to operate the event.

Commissioner Martin opened the public hearing. There being no comments, the public hearing was closed.

Commissioner Miller moved to approve. Commissioner Etheridge seconded the motion. Motion carried.

Action on PB 03-46 OWENS BEACH ESTATES PHASE II Amended Sketch Plan for 8 single family lots on property located in harbinger, approximately 400 feet north of the intersection with Owens Beach Road, Tax Map 125, Parcel 35F, Poplar Branch Township.

Sworn testimony was given prior to making statements.

Sarah Keifer, Planning Director, reviewed the request.

MEMORANDUM

To: Board of Commissioners

From: Sarah E. Keifer, AICP, Director, Planning and Inspections

Date: October 9, 2006

RE: Owens Beach Estates Phase II, Amended Sketch Plan

Following is the case analysis presented for the above-referenced application at the August 7, 2006 public hearing. The Board approved the Sketch Plan with the condition that Rose Owens Drive not connect to Owens Beach Road and the proposed lots be served by a cul-de-sac rather than access directly onto Owens Beach Road. Since that approval, the applicant has developed another layout of the plan that does not conform to the Board's conditions of approval. The most recent version of the Plan shows Lots 2 and 6 accessing Owens Beach road directly rather than the proposed cul-de-sac. In addition, a pedestrian access has been included between Lot 2 and the existing Staples property. A copy of the Amended Sketch Plan is enclosed for your approval.

Should the Board choose to approve the amended sketch plan, staff recommends conditioning such approval upon satisfaction of the Technical Review Committee comments included in the case analysis dated August 7, 2006.

Should you have any questions, please feel free to contact me directly.

STAFF ANALYSIS FOR THE BOARD OF COMMISSIONERS
MEETING DATE: August 7, 2006
PB 03-46 OWENS BEACH ESTATES, PHASE II

ITEM: PB 03-46 OWENS BEACH ESTATES, PHASE II
SKETCH PLAN FOR 8 SINGLE FAMILY LOTS

LOCATION: In Harbinger, 400 feet north of the intersection of Owens Beach Road and Owens Beach Road Extended, connecting to Rose Owens Drive

TAX ID: Tax Map 125, Parcel 35D (0125000035D0000)

ZONING DISTRICT: Residential

OWNER:
Rupert Owens
659 West Fox Grove Ct.
Virginia Beach, VA 23464

APPLICANT:
James Ward
North Beach Development, LLC
4826 North Croatan Highway
Kitty Hawk, NC 27949

ENGINEER:
Bissell Professional Group
PO Box 1068
Kitty Hawk, NC 27949

LAND USE PLAN DESIGNATION: The property being proposed for development is located in the "Rural" classification area in the county's 1990 Land Use Plan. The "Rural" area described in the LUP calls for "low density dispersed single-family residential uses at a gross density of approximately 1 unit per acre are appropriate." The proposed development complies with the Rural classification.

PRESENT USE: Residential

LAND USE/ZONING OF SURROUNDING PROPERTY:

NORTH:	Residential	Zoned R
SOUTH:	Residential	Zoned R
EAST:	Residential, vacant	Zoned R
WEST:	Residential	Zoned R

SCHOOL DISTRICT: Poplar Branch (Griggs)

FIRE DISTRICT: Lower Currituck V.F.D.

SIZE OF SITE: 9.97 acres

NUMBER OF LOTS: 8

DENSITY: 0.802 unit/ acre

MINIMUM LOT SIZE: 40,000 square feet

STREETS: The street will be built to NCDOT Design and Construction standards. The developer expects the street will be dedicated to NCDOT for maintenance.

WATER: This development will be served by county water.

FIRE: This development is located within the jurisdiction of the Lower Currituck Volunteer Fire Department. Fire hydrants or fire ponds are not required for developments less than 20 lots.

WASTEWATER: Individual, on-site septic systems are proposed.

SOILS: The Currituck County Soils Map indicates the property contains suitable soils for on-site septic systems.

OPEN SPACE: No open space is required or provided.

DRAINAGE: The applicant is proposing roadside and property line swales to drain into the Owens Beach Road ditch system.

SCHOOL CAPACITIES: Using national averages for school age student generation, one can expect .4243 elementary students, .084 middle school students and .1568 high school students per dwelling unit. Based on these pupil generation figures, from this development Currituck can expect:

2 elementary school students; 1 middle school student; and 1 high school student.

Projected School Capacities

School Level	Projected Capacity for 2008/09	Total Students- Sketch Plans	Projected Previous	Remaining Capacity if Owens Beach Estates PH II is approved
K- 5	865 (Poplar Branch)	701		162
Middle	1,142	1064		77
High	1,456	1409		46

NARRATIVE OF REQUEST:

North Beach Development is seeking Sketch Plan/Special Use Permit approval for 7 single family lots off of Owens Beach Road. Owens Beach Estates Phase I received Sketch Plan approval for 10 lots on December 1, 2003. The Planning Board approved the Final Plat for Owens Beach Estates Phase I on September 13, 2005. Owens Beach Estates Phase II is a 9.97 acre tract adjoining the existing 10-lot Owens Beach Estates subdivision. The owner will retain a 2.5 acre lot that contains an existing residence. The surrounding area includes the newer neighborhoods of Cypress Point to the north and Albemarle Estates to the south, along with the mature homes on Owens Beach Road Extension located directly on the Albemarle Sound.

The existing Rose Owens drive from Phase I will be extended to connect to Owens Beach Road, providing access for 6 lots. Lot 7 will have an access to Owens Beach Road Extended. The existing residence on the “residual” parcel will continue to access Owens Beach Road.

The UDO does not require subdivisions of 20 lots or less to provide open space and no open space has been provided. Lots within this development are proposed to range from 40,000 square feet to 110,836 square feet (2.54 acres).

The Development Impact Statement dated May 26, 2006 states:

- The developer anticipates selling individual lots to buyers or builders.
- Six of the seven lot values are expected to approximate \$135,000 each, with the lot fronting Owens Beach Road Extension having a value of \$215,000.
- At build-out, the total estimated valuation will be \$3.5 million, with home and land packages estimated to cost \$500,000 to \$575,000 each.
- The total estimated annual tax revenue is \$11,893.

WAIVER REQUEST:

The owner is requesting the water impact fee required by Section 915, Item 2(e) of the UDO be waived for lot 8 which contains an existing residence. The residence is currently served by a private well and the owner does not wish to connect to county water. Section 904, Item 8 of the Ordinance provides the Board of Commissioners the authority to modify or waive subdivision requirements where it is determined that an equal or better performance will result.

TECHNICAL REVIEW STAFF:

On June 21, 2006, Technical Review staff reviewed this application with the following comments:

1. **Currituck County Public Works** – Approved with the following comment: Please identify existing ditches throughout site.

2. **Currituck Soil & Water Conservation** - Approved with the following comment: Please identify existing ditches throughout site.
3. **Currituck County Fire Services**– Approved with no comment.
4. **Currituck County Water Department**- I'm unable to commit to any new water services until peak demand data is collected and availability of supply is determined.
5. **Currituck County Planning and Inspections, Inspections Section**-Approved as is.
6. **Albemarle Regional Health Services** – No comments received.
7. **Currituck County GIS** - Approved with no comment (Rose Owens Drive is an existing street)
8. **County Parks & Recreation Department** - No comments received.
9. **Currituck County Emergency Management** – No comments received.
10. **NC Department of Transportation**: Approved with the following comment: At Preliminary Plat provide drainage plans and apply for a driveway permit.
11. **US Army Corps of Engineers**: No comments received.
12. **NC Department of Natural Resources, Division of Coastal Management** – Approved with the following comment: Wetlands are not indicated on the sketch plan, however if wetlands are located on the site, DCM jurisdiction may apply.
13. **NC Department of Natural Resources, Division of Water Quality**–No comments received.
14. **NC Department of Natural Resources, Division of Land Resources** – No comments received.
15. **Currituck County Superintendent of Schools**- Reviewed with no comments.
16. **N C Dominion Power** - No comments received.
17. **Sprint Telephone** – Approved as is.

SPECIAL USE PERMIT CRITERIA:

Special Use Permits are intended to allow the Board of Commissioners flexibility in the administration of the UDO. It is recognized that some land uses have a particular impact on the surrounding land that cannot be determined and controlled by general zoning regulation. Through the Special Use Permit procedure, property uses which would otherwise be considered undesirable in certain districts can be developed subject to conditions of approval to minimize any negative effects they might have on surrounding properties. In order to approve a Special Use Permit, certain criteria must be satisfied. The criteria are outlined as follows:

1. *Is the application complete?*
Based on staff review all required information has been submitted for review.
2. *Does the proposal comply with the provisions in the UDO for Sketch Plan approval?*

The plan generally complies with the provisions of the UDO.
3. *Does the proposal comply with the general standards found in Section 1402(2) for a Special Use Permit/Sketch Plan?*
 - (a) *Will not endanger the public health or safety.*

Public health and safety issues including stormwater management, wastewater disposal and access for emergency services have been adequately addressed within this proposal;

- (b) *Will not injure the value of adjoining or abutting property.*

The proposed residential subdivision should have no negative impact on adjoining property. The adjoining uses are low density, dispersed single family dwellings.

- (c) *Will be in harmony with the area in which it is located.*

The proposed subdivision will consist of residential properties that would be in harmony with the surrounding area.

- (d) *Will be in conformity with the Land Use Plan, Thoroughfare Plan or other plans officially adopted by the Board.*

The proposal will be consistent with the CAMA Land Use Plan Rural classification and with the Thoroughfare Plan.

- (e) *Will not exceed the county's ability to provide adequate public facilities, including, but not limited to, schools, fire and rescue, law enforcement, and other county facilities. Applicable state standards and guidelines shall be followed for determining when public facilities are adequate. Such facilities must be in place or programmed to be in place within 2 years after the initial approval of the sketch plan. In the case of subdivision and multifamily development at the sketch plan/special use, preliminary plat or final plat stage, the Board of Commissioners may establish time limits on the number of lots/units available for development to assure adequate public facilities are available in accordance with Section 2015.*

The Commissioners will need to determine if adequate public facilities, including schools and county water, exist or will exist to meet the demands generated by this subdivision.

STAFF RECOMMENDATION:

Because it appears the application has satisfied the criteria for granting a Special Use Permit as outlined above, staff recommends **conditional approval** of the application subject to a finding that adequate public facilities exist and the following conditions:

Code Requirements:

1. At the Preliminary Plat stage, the applicant will be required to submit septic evaluations, a North Carolina Stormwater Management Permit and a North Carolina Sedimentation and Erosion Control Permit along with the plans required by the UDO.
2. The Preliminary Plat shall indicate the exact locations of existing structures and improvements.
3. A 5' non-access easement shall be indicated on the Final Plat for lots 2 and 6 along Owens Beach Road.

4. The applicant shall complete the development strictly in accordance with the plans submitted to and approved by the Board of Commissioners.

This staff recommendation was made without the benefit of public testimony and is based on the information presented when the application was received by the Department of Planning and Inspections. The Board of Commissioners shall give considerable weight to public testimony received during public hearing in considering its decision in this matter.

PLANNING BOARD DISCUSSION – July 11, 2006

Members Present - Forrest Midgette, Chairman, Alvin Keel, Joe Kovacs, Arthur Winter, Bobby Bell, Manly West, Pat Riley and Liz Turner

Members Absent - William Etheridge

Mr. Bissell said that the purpose for the request for the waiver was to preserve a lot for Mr. Owens' home place.

Mr. Kovacs asked about access to lot 8 from Owens Beach Road rather than the proposed subdivision street.

Mr. Bissell said that lot is Mr. Owens' residence and he doesn't want to change it.

Mr. West said that according to his maps it looked as if a lot within lot 8 that said Staples property.

Mr. Bissell said that isn't included in the subdivision.

Mr. Lyn, S. Spot Rd., said that he opposes the interconnecting road, not the subdivision. He said that the road is unsafe and will go through the woods and described how the intersection would be constructed.

Judy Houska, 163 Owens Beach Rd., stated her opposition to the proposed road connecting to the existing Rose Owens Drive.

Joe Houska, 163 Owens Beach Rd., spoke in opposition to the proposed road connecting to the existing Rose Owens Drive.

Terry Lyn, 205 Owens Beach Rd., spoke in opposition to the proposed road connecting to the existing Rose Owens Drive and described a recent drive on this road and said that it is quicker for the residents of Cypress Point to use this road.

Ruth McMahan, area resident, spoke about the drag racing that occurs in this area.

Wilson Staples, area resident, spoke in opposition to the road interconnectivity.

Mr. West asked if a cul-de-sac could be installed between lots 1, 8, 4, 3. He also explained the reason for interconnectivity.

Mr. Bissell said that this plan met the objectives of the UDO. The plans could be redrawn to include a cul-de-sac.

Ms. Keifer said that with respect to safety, connectivity gives access to emergency vehicles and gives drivers a secondary road network to keep cars off the highway. She also said that the Board could make a recommendation to waive the connectivity requirement to the Commissioners if they'd like to, but staff does not support such a recommendation.

Bill McCarty, area resident, said that connectivity is already there.

Ms. Keifer restated that this is required by the ordinance and supported by the Land Use Plan. The board has the right to make a different recommendation.

Mr. McCarty said that there is still connectivity without this proposed road.

Ms. Keifer said that this is the Planning Board's decision.

Mr. Lyn said that the Commissioners stated that there would be no connection between Albemarle Estates to Owens Beach Rd. Since that time there have been more lots approved for the area.

Mr. Terry Lyn restated concern with trees in the line of sight for a driver.

Owens Turner, 151 Owens Beach Rd. Ext., stated that he is in opposition to the proposed road connection.

Ms. Turner, stated that she is a resident of this area and supports the connection. She thinks that another road may give people another option for access and may actually lessen the traffic problem.

Ms. Turner motioned to **approve** the request as presented with the requested waiver from a water impact fee for lot 8. Mr. Kovacs seconded the motion. Motion passed 6-2 with Mr. West and Mr. Bell voting no.

Commissioner Martin opened the public hearing.

Donnie Wood, representing the developer, supports the request and stated all concerns have been addressed.

There being no further comments, the public hearing was closed.

Commissioner Etheridge moved to approve with staff recommendations. Commissioner Martin seconded the motion. Motion carried.

Approval of Memorandum of Understanding between The Board of County Commissioners and The North Carolina Cooperative Extension Service, North Carolina State University and The North Carolina Cooperative Extension Program, North Carolina A&T State University.

Dan Scanlon, County Manager, stated that the NC Cooperative Extension Service (NCCES) was established as a part of the College of Agriculture and Life Sciences of NC State University by federal and state legislation for the specific purpose of "extending" the educational services of the University to the people of the state on subjects related to agriculture and natural

resources, family and consumer sciences, 4-H and youth development, and community and rural development. The laws creating the Cooperative Extension Service were specifically designed to assure that the findings of research in these areas are communicated to the people of the state.

Commissioner Miller moved to approve the MOU. Commissioner Etheridge seconded the motion. Motion carried.

Tourism Department update

Diane Sawyer, Tourism Director, reviewed with the Board the increase in the occupancy tax and visitors guide. Ms. Sawyer also stated the Moyock Visitor Center and Library would be open in the spring.

Deb Embrey reviewed the e-marketing and web site.

Veronica Brown, updated the Board on the Visitor Center in Corolla, wedding & event planner and the golf program.

John Nixon, stated that distribution of the visitors guide is up 701% over last year.

The Board commended the Tourism staff and the Tourism Board for their work.

Discussion on resolution for NCDOT Policy changes.

Commissioner Etheridge moved to adopt the following resolution. Commissioner Miller seconded the motion. Motion carried.

Resolution for NCDOT Policy Change on Regions

WHEREAS, the Outer Banks Transportation Task Force (OBTTF) was formed more than two and half years ago as a joint collaboration among local governments, local business people, local chambers of commerce, the National Park Service, and local citizens to address urgent transportation issues in the Outer Banks portions of three counties in northeastern North Carolina; and

WHEREAS, this organization was officially appointed by the Dare County Board of Commissioners in June 2004; and

WHEREAS, the OBTTF and its working committees now involve the volunteer efforts of more than 80 citizens of Currituck, Dare and Hyde counties; and

WHEREAS, OBTTF is focused on finding solutions to serious congestion and mobility problems on the Outer Banks through collaboration among its members and cooperation with other transportation entities in the northeastern region of North Carolina; and

WHEREAS, solutions to the transportation problems on the Outer Banks will take many years to formulate and implement; and

WHEREAS, the OBTTF has determined that it needs to be replaced by a permanent regional organization, which focuses on its unique transportation issues; and

WHEREAS, this organization may initially include only those portions of three or more counties that are experiencing urgent congestion and mobility problems; and

WHEREAS, NCDOT policies currently do not recognize regional organizations whose membership extends to less than whole counties for purposes of federal pass-through funding decisions.

NOW, THEREFORE, BE IT RESOLVED, Currituck County, on behalf of the OBTTF, requests that the North Carolina Board of Transportation revise its policy or policies to provide for a change in definition of regional organizations which can accept federal and state transportation funding. A proposal for such a revised policy is found on the next page.

Proposal for Change in Definition of Regional Transportation Entity

A regional transportation entity, for purposes of eligibility for federal pass-through funding, may include all or portions of two or more counties, provided however that:

1. Members of the entity share common transportation problems that differ substantially from nearby counties or from other portions of the member counties;
2. The entity includes within its mission statement and goals the intention to collaborate or cooperate with surrounding municipal, county or regional transportation entities to meet common needs, including but not limited to ride-sharing, vanpooling and public transit; and
3. The entity has an open membership provision for expanding its geographic coverage as nearby areas develop the same or similar transportation problems as the entity was formed to solve; this provision shall not be construed to require inclusion of nearby areas if such an action would cause the organization to become too large to manage effectively.

Consent Agenda:

- A. Budget Amendments**
- B. Resolution surplus property**
- C. Condition of Fire Report - Moyock VFD**
- D. Petition of Summit Farms Trail for Addition to NCDOT Maintenance System**
- E. Permission to Destroy old Building Permit Files**
- F. Approval of September 18 & October 2, minutes**
- G. Resolution and Boundary map Corolla Fire**

Commissioner Etheridge moved to approve. Commissioner Miller seconded the motion. Motion carried.

<u>Account Number</u>	<u>Account Description</u>	Decrease Revenue or <u>Increase Expense</u>	Increase Revenue or <u>Decrease Expense</u>
10795-578000	Recreation Projects	\$ 2,530	
10390-499900	T F - Occupancy Tax		\$ 2,530
15780-587010	T T - Operating Fund	\$ 2,530	
15320-415000	Occupancy Tax		\$ 2,530
		<u>\$ 5,060</u>	<u>\$ 5,060</u>

Explanation: Recreation (795) - Increase budgeted line items to appropriate funds for a concrete walkway at the Moyock Tennis Courts.

Net Budget Effect: Operating Fund (10) - Increased by \$2,530.
Occupancy Tax Fund (15) - Increased by \$2,530.

<u>Account Number</u>	<u>Account Description</u>	Debit Decrease Revenue or <u>Increase Expense</u>	Credit Increase Revenue or <u>Decrease Expense</u>
10480-532000	Supplies	\$ 774	
10480-545000	Contract Services	\$ 1,233	
10480-590000	Capital Outlay	\$ 14,598	
10390-499900	Fund Balance Appropriated		\$ 16,605
		<u>\$ 16,605</u>	<u>\$ 16,605</u>

Explanation: Register of Deeds (480) - Increase appropriations to add two computer workstations, register of deeds software licenses, start-up supplies and monthly support for the register of deeds office. This will be funded with the Register of Deeds Automation funds.

Net Budget Effect: Operating Fund (10) - Increased by \$16,605.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10511-545000	Contract Services	\$ 150,000	
10320-411003	Article 44 Sales Tax		\$ 150,000
		\$ 150,000	\$ 150,000

Explanation: Jail (511) - Increase appropriations for pumping, cleaning, disposal of residuals at the sewage lagoon for the Maple Law Enforcement Center.

Net Budget Effect: Operating Fund (10) - Increased by \$150,000.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10530-532000	Supplies	\$ 8,850	
10340-450000	Ambulance service		\$ 8,850
		\$ 8,850	\$ 8,850

Explanation: Emergency Medical Services (530) - To increase supplies for EMS to relocate offices from the Health Department to the Soil and Water Building. This move will unite the EMS administration into one central office which will provide a location for new employee orientation and training, as well as create a central supply for uniforms, ambulance supplies, equipment and record storage. The office furniture currently in use is modular that goes with the Health Building. A detailed list is on the following page.

Net Budget Effect: Operating Fund (10) - Increased by \$8,500.

CURRITUCK COUNTY EMS
 DIVISION
 OFFICE RELOCATION

9/28/2006

Item #	Vendor	Item Description	Catalog Price	Quantity	Subtotal
576868	Office Depot	Sauder - Executive Desk	259.99	1.00	259.99
587865	Office Depot	Sauder - 2 Door Bookcase	142.39	1.00	142.39
EX21021760	Office Max	Double Pedestal Desk	299.98	2.00	599.96
	Wal-Mart On-Line	Sauder Computer Desk with hutch	194.86	1.00	194.86
108-S-4534BK	Quill	Global Task Chair - Grey	129.99	2.00	259.98
20983508	Office Max	Sled base Guest Chair	59.98	4.00	239.92
120421	Sam's Club On-Line	Hon 600 Series 4 drawer lateral file cabinet	494.37	2.00	988.74
902-102619	Quill	Tennsco double tier/3 wide lockers	579.99	1.00	579.99
108-11265Q	Quill	Economy chair/floor mat	16.99	3.00	50.97
902-L7135RTCTCH	Quill	Conference Room Table	199.99	1.00	199.99
902-ML2112-BK	Quill	Vinyl stacking chair with arms	49.99	8.00	399.92
670193	Sam's Club On-Line	15.7 cu ft GE Refrigerator/Freezer	368.00	1.00	368.00
	Wal-Mart	Sharp .8 cu ft Microwave	54.88	1.00	54.88
183929	Lowe's	4' Folding Training Table	34.86	2.00	69.72
MAG27MT6005D	Circuit City	Magnavox 27" Standard TV	269.99	1.00	269.99
121580	Sam's Club	Samsung DVD/VCR Combo	79.88	1.00	79.88
700183	Sam's Club	Commerical 7-Tier steel bin rack	99.88	5.00	499.40
450731	Sam's Club On-Line	Tennsco jumbo storage cabinet	199.87	1.00	199.87
449413	Sams' Club On-Line	Tennsco storage cabinet shelves	133.48	1.00	133.48
	IT (T.Scanlon)	4-Line Telephone Base with 3 handsets / expandable		1.00	750.00
		* Incidentals			1500.00
		Estimated shipping and handling			<u>1000.00</u>
					8841.93

* Incidentals to include trash cans, bulletin boards, window coverings, surge protectors, cord covers, etc

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10460-545000	Maintenance & Repair Fund Balance	\$ 7,754	
10390-499900	Appropriated		\$ 7,754
15446-526200	Promotional Efforts	\$ 28,500	
15320-415000	Occupancy Tax		\$ 28,500
		<u>\$ 36,254</u>	<u>\$ 36,254</u>

Explanation: Public Works (460); Occupancy Tax Promotion (15446) - To increase appropriations for expenses associated with the Veteran's Moving Wall coming to Coinjock.

Net Budget Effect: Operating Fund (10) - Increased by \$7,754.
Occupancy Tax Fund (15) - Increased by \$28,500.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
50640-561004	Professional Services	\$ 25,300	
50640-588004	Contingency		\$ 25,300
		<u>\$ 25,300</u>	<u>\$ 25,300</u>

Explanation: Cooperative Extension Building (50640) - To increase the scope of services for McKim & Creed to provide additional services for the Northeast Certified Site Program.

Net Budget Effect: Governmental Facilities Fund (50) - No change.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10450-545000	Contract Services	\$ 500	
10450-526000	Advertising		\$ 500
		<u>\$ 500</u>	<u>\$ 500</u>

Explanation: Tax (450) - To transfer budgeted funds for increase in the Marshall & Swift contracts for tax values and valuation tables in the tax cama system.

Net Budget Effect: Operating Fund (10) - no change.

Commissioner's Report

Commissioner Etheridge discussed the electronic news letter.

Commissioner Miller requested the names of members of the Corolla Concerned Citizens group. He also stated that the stop light for Snowden Road was denied by DOT and North Point Blvd. is scheduled for improvements.

Commissioner Martin stated he would support BOE if they decided not to allow the GSA club.

County Manager's Report

Dan Scanlon, County Manager, stated that they have received a report on the Baum site from the State.

Adjourn

There being no further business, the meeting adjourned.