



**BOARD OF COMMISSIONERS  
AGENDA**

**JUNE 18, 2012**

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**REVISED**

**Currituck County**  
**Board of Commissioners Agenda**  
Historic Currituck County Courthouse

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**Date: Monday, June 18, 2012**

**Time: 7:00 PM**

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**7:00 pm Call to Order**

- A) Invocation
- B) Pledge of Allegiance
- C) Approval of Agenda
- D) Public Comment

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

**Public Hearings**

- A) **Public Hearing and Action:** PB 07-33 Shingle Landing, Phase 2: Request for a preliminary plat/special use permit for 25 additional lots within the Shingle Landing subdivision located in Moyock along Moyock Landing Drive, Tax Map 9, Parcels 29R and 29T, Moyock Township.

**Administrative Reports**

- A) **Award Contract for Currituck Community Park Roads and Infrastructure**
  
- A) **Board Appointments: (Continued to Future Work Session)**
  - 1. Appointment to Tourism Board
  - 2. Discussion on term limits for ABC Board and appointments to ABC Board
  - 3. Appointment to Board of Adjustment
  - 4. Appointments to Public Library Board of Trustees
  - 5. Appointment to East Albemarle Regional Library (EARL)

**B) Consent Agenda:**

1. Approval of Moyock Fire Department Pension Buy-Back(**Discussed prior to approval**)
2. Budget Amendments
3. Resolution authorizing purchase of 800 mhz radio communication system from Gately Communication
4. Change Order-COA Regional Aviation & Technical Training Center
5. Approval of June 4,2012 Minutes
6. Recommend Commissioner O'Neal to the Coastal Resources Commission, Local Government Representative and Recommend Commissioner Etheridge as the Coastal Agriculture Representative

C) Commissioner's Report

D) County Manager's Report

Adjourn

**CASE ANALYSIS FOR THE  
Board of Commissioners  
DATE: June 18, 2012  
PB 07-33 Shingle Landing, Phase 2**

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**ITEM:** PB 07-33 Shingle Landing, Phase 2, preliminary plat/special use permit for 25 additional lots including 24 residential lots and 1 nonresidential lot.

**LOCATION:** Moyock, along Moyock Landing Drive, Moyock Township

**TAX ID:** 0009-000-029T-0000  
0009-000-029R-0000

**ZONING DISTRICT:** General Business (GB)

**PRESENT USE:** Undeveloped

**OWNER:** CTX, Inc.  
378 Caratoke Hwy  
Moyock, NC 27958

**APPLICANT:** Hyman and Robey  
PO Box 339  
Camden, NC 27921

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

	<b>Land Use</b>	<b>Zoning</b>
<b>NORTH:</b>	Undeveloped	LM
<b>SOUTH</b>	Low Density Residential	CD-R/R
<b>EAST:</b>	Low Density Residential	R
<b>WEST:</b>	Undeveloped	GB

**LAND USE PLAN**

**CLASSIFICATION:** The 2006 Land Use Plan classifies the site as Full Service within the Moyock subarea.

**SIZE OF SITE:** 36.93 acres

**NUMBER OF UNITS:** 25 lots (24 Residential Lots and 1 Nonresidential Lot)  
82 existing residential lots in Phase 1

**PROJECT DENSITY:** 1.7 residential units/acre in Shingle Landing  
1.54 residential units/acre proposed in Phase 2  
1.76 residential units/acre in Phase 1

**UTILITIES:** The development is served by an existing 8" water line along Moyock Landing Drive. Wastewater will be treated by individual on-site septic systems. The estimated water consumption is 8,640 to 11,520 GPD based on 3 to 4 bedrooms per dwelling.

**I. NARRATIVE OF REQUEST:**

- The applicant is requesting preliminary plat/special use permit approval of Shingle Landing, Phase 2. The proposed development consists of 24 residential lots and 1 nonresidential lot.
- The proposed development is served by existing infrastructure.
- According to the preliminary plat, interconnectivity will be provided from Moyock Landing Drive to the proposed Tulls Creek Landing subdivision by way of Gees Drive. The applicant is not proposing to construct the connection at this time due to the potential maintenance liability for the association. A funding source should be identified to install the connection should the board allow bonding of Gees Drive.
- The proposed open space (12.37 acres within this phase) will consist of areas reforested with pines planted in accordance with NC Forestry specifications.
- The proposed development provides 1.5 acres of reserve utility open space.
- According to the Soil Survey for Currituck County, the soils within the development are considered marginal and unsuitable for conventional septic systems.
- The active recreation is provided in Phase 1. The recreational areas include:
  - 3.75 acres dedicated to Currituck County and contain the WRC boat ramp and parking;
  - 25.55 acres dedicated to Currituck County

**II. QUESTION(S) BEFORE THE BOARD:**

**Special Use Permit Criteria and Staff Findings:**

Special use permits (SUP) are intended to allow the Board of Commissioners flexibility in the administration of the UDO. Through the SUP 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 SUP, certain criteria must be satisfied. The criteria and suggested findings of fact are outlined as follows:

1. Completeness of application.  
**Suggested Findings:**
  - a. The application is complete.
2. The proposed use is among those listed in the Table of Permissible Uses as a special use indicated with an "S".  
**Suggested Findings:**
  - a. Chapter 10 of the Unified Development Ordinance indicates a special use permit is required for preliminary plats in all major subdivisions.
3. The conditions proposed meet or exceed the minimum requirements of this ordinance.  
**Suggested Findings:**
  - a. Provided the Technical Review Committee conditions are adequately addressed the request will meet the minimum requirements of the ordinance.
4. The special use will not endanger the public health or safety:  
**Suggested Findings:**

- a. The proposed development should have little to no negative impact on public health or safety.
5. The special use will not injure the value of adjoining or abutting property and will be in harmony with the area in which it is located

**Suggested Findings:**

- a. The proposed development will predominately consist of single family residential lots that are being developed at a size compatible with the existing residential lots within the area.
6. The special use will be in conformity with the Land Use Plan or other officially adopted plan.

**Suggested Findings:**

The 2006 Land Use Plan classifies this site as Full Service within the Moyock subarea. The Full Service area contemplates a residential base development density to be two units per acre and increases can be achieved through overlay zoning. The Moyock subarea policy emphasis suggests residential densities should be medium to high depending on available services. The proposed use is in keeping with the policies of the plan, some of which are:

POLICY HN1: Currituck County shall encourage development to occur at densities appropriate for the location.

POLICY AG3: County ACTIONS CONCERNING INFRASTRUCTURE (e.g. schools, parks, and utilities) and regulations shall serve to direct new development first to targeted growth areas near existing settlements indicated as Full Service Areas on the Future Land Use Map, rather than “leapfrogging” to locations in the midst of farmland and greenspace identified as Rural and Conservation areas on the Future land Use Map.

POLICY ML1: Currituck County recognizes the particular interest of residents and property owners in the Mainland Area in PRESERVING FARMLAND AND OPEN SPACE. The County shall exercise diligence in applying policies, plans, and actions that will encourage compact growth and the preservation of farmland and open space in the Mainland Area.

7. The special 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 public facilities are adequate. Such facilities must be in place or programmed to be in place within two years after the initial approval of the plan (sketch plan in the case of major subdivisions).

**Suggested Findings:**

- a. The proposed development will not exceed the county’s ability to provide adequate public facilities.

**III. TECHNICAL REVIEW COMMITTEE/PLANNING STAFF RECOMMENDATION:**

Pursuant to the Unified Development Ordinance, the Technical Review Committee, including planning staff, recommends conditional approval subject to the following:

Planning Department (Donna Voliva 252-232-6032)

1. Please provide an update regarding the plan of action for the stormwater maintenance of the subdivision (see letter dated October 11, 2011 to NCDENR). \*Staff can not recommend approval of the proposed development until such time as the site is in compliance of the NCDENR stormwater permit. *Staff commentary: As of the February 14, 2012 Planning Board meeting, the existing stormwater maintenance is not in compliance with the state permit.*
2. Please provide an update regarding the road maintenance of the streets in the subdivision. *Staff commentary: The developer contacted NCDOT to indicate areas of pavement that must be replaced or repaired. The developer is requesting the Board approve a performance bond to complete the necessary road improvements for NCDOT acceptance. The improvements will be completed when the weather is warmer and dryer. If the Board allows the performance bond, the staff suggests all work be complete by September 1, 2012. The bond must be reviewed and approved by the county attorney.*
3. Note #13 indicates Gees Drive will not be constructed at this time. Given the fact the road/sidewalk does not provide access to a parcel at this time staff will support the installation at a later date; however, a funding source shall be identified for the installation of the street. *(i.e. cash bond to be held until the future connection is installed)*
4. The existing drainage ditch (Winslow Ditch) located along the northern property line of lot 107 shall contain a 50 foot maintenance easement measured from the top of bank.
5. The 2011 property taxes must be paid prior to issuance of the special use permit.

**IV. TECHNICAL REVIEW COMMITTEE/PLANNING STAFF RECOMMENDATION (UPDATED 4/30/2012):**

Pursuant to the Unified Development Ordinance, the Technical Review Committee, including planning staff, recommends conditional approval subject to the following:

Planning Department (Donna Voliva 252-232-6032) UPDATED 4/30/2012

1. Please provide an update regarding the road maintenance of the streets in the subdivision. *Staff commentary: The developer contacted NCDOT to indicate areas of pavement that must be replaced or repaired. A drainage as-built was prepared by Hyman and Robey and indicates required re-grading of the roadside swales. The developer is requesting the Board approve a performance bond to complete the necessary road improvements for NCDOT acceptance. If the Board allows the performance bond, the staff suggests all work commence immediately and be complete in a timely manner (Engineering is recommending all work be complete in 30-60 days see below). The bond must be reviewed and approved by the county attorney.*
2. Note #13 indicates Gees Drive will not be constructed at this time. Given the fact the road/sidewalk does not provide access to a parcel at this time staff will support the installation at a later date; however, a funding source shall be identified for the installation of the street. *(i.e. cash bond to be held until the future connection is installed)*
3. The existing drainage ditch (Winslow Ditch) located along the northern property line of lot 107 shall contain a 50 foot maintenance easement measured from the top of bank.

Engineering Department (Eric Weatherly 252-232-6035) UPDATED 4/30/2012

1. Phase II of the improvements involves bonding the remaining road and drainage improvements in accordance to the DOT letter and plans prepared by Hyman and Robey dated 4-24-12.
2. I have received the Hyman and Robey plans dated 4-24-12 which require re-grading approximately 8000 feet of swales along the roadways in the development. The developer, DOT, DWQ, and Hyman and Robey should agree on the exact method and grass to stabilize all new work.
3. I have received a copy of the attached unexecuted proposal from C&L Concrete Works. A bond for the C&L work should be received by the Planning & Community Development Department. I recommend requiring 30-60 days to complete the work.
4. Provide an update on the remaining DOT items in the letter from last August. Of particular concern should be providing documentation that the subdivision has permission to cross the railroad right-of-way.

NCDENR, DWQ (Scott Vinson 252-948-3848) UPDATED 4/30/2012)

1. On April 17, 2012 Scott Vinson, NCDENR, inspected the stormwater infrastructure for compliance. The swales of the site are in compliance with the terms and conditions of the stormwater permit. A few minor eroded and bare areas need to be stabilized and reseeded with grassed vegetation.
2. The updated partial certification and ownership change must be submitted to the Division of Water Quality.

**V. PLANNING BOARD RECOMMENDATION:**

The Planning Board recommended denial of PB 07-33 due to the application is not complete. Motion carried unanimously.

**PLANNING BOARD DISCUSSION (2/14/12)**

Mr. Hyman stated they have a contractor to bring the roads up to the Department of Transportation (DOT) standards in the amount of \$80,000, but the state has not signed off on the stormwater maintenance for the subdivision.

Mr. West stated this case has been tabled twice because the application was not complete and now it must move forward to the Board of Commissioners (BOC) with either a denial or approval from the Planning Board (PB).

Mr. Midgette asked staff if there was any way the Planning Board could send this to the Board of Commissioners with a recommendation for denial, but when the project receives approval from the state that the BOC sends it back to the PB for their approval before the BOC act on it.

Ms. Voliva stated this could be part of the recommendation, but it would be up to the BOC if they would proceed with the recommendation.

**ACTION**

Mr. West motioned to deny PB 07-33 due to an incomplete application and recommends that once the project receives approval from the state for stormwater maintenance that the Board of Commissioners sends it back to the Planning Board for their approval before the Commissioners act on it. Ms. Taylor seconded the motion. Motion carried unanimously.

**PLANNING BOARD DISCUSSION (1/10/12)**

Mr. Hyman stated they have gotten a quote from a contractor in the amount of \$80,000 to bring the roads up to the Department of Transportation (DOT) standards which include repairs and maintenance. They are working off the original letter from DOT dated in August 2011. Mr. Hyman stated the stormwater inspection is scheduled for Wednesday, 1/11/12 with NCDENR.

Mr. Hyman stated the applicant would like to make a bond for the road improvements in the amount of \$80,000 so they can be completed when the weather is warmer and dryer. Mr. Hyman is asking the Planning Board to make a recommendation on the approval of the bonding for road improvements with the contractor in the amount of \$80,000 and contingent approval from DENR on the stormwater inspection moving it forward to the Board of Commissioners.

Mr. Midgette asked staff does this mean all the requirements on the application have not been met.

Ms. Voliva stated all the requirements have not been presented to date that would offer a favorable recommendation by staff.

Mr. Clark stated that at this point there are still requirements that are not complete.

Mr. Hyman asked if the contract for the road repairs meet requirement.

Ms. Voliva stated if they are operating off the original letter from DOT along with the contract; then it would meet the requirement. It would be up to the Board of Commissioners to set a bonding amount associated with the road repairs, as well as a duration period for the work to be completed. Ms. Voliva stated the primary issue is the inspection of the stormwater maintenance by NCDENR.

## **ACTION**

Mr. Clark motioned to table PB 07-33 due to the pending inspection by NCDENR for the stormwater maintenance of the subdivision. Ms. Taylor seconded the motion. Motion carried unanimously.

## **PLANNING BOARD DISCUSSION (12/13/11)**

Mr. Hyman provided an update on the stormwater maintenance and road maintenance of the subdivision. Mr. Hyman talked about Gees Drive not being constructed at this time.

Mr. West stated a final plat is approved administratively and does not come back to the Planning Board.

The Planning Board discussed ditch erosion, Phase I with 82 lots and Phase 2 with 25 lots, how many lots sold in Phase I, septic tanks, soil types, sidewalks and railroad issues.

Mr. West stated that representing the county he doesn't feel comfortable approving a project with missing pieces.

Mr. Midgette asked Mr. Hyman if this was tabled until the next meeting could he have everything completed.

Mr. Hyman stated no because of the weather and not being able to pave. Mr. Hyman stated a community meeting was held which was not required to try to get everyone on the same page. A lot of good information was exchanged which is being used to get Phase I up to speed. Had Shingle Landing been turned over to the Homeowners Association and been paying dues it would have the money to make these improvements.

Mr. Old stated the property is zoned General Business (GB) and they want to build comparable houses that keep in harmony with the neighborhood.

Mr. Meekins stated he is concerned with more construction which would drive down the existing home values. Since the application is not complete he is asking the board to deny the request.

Ms. Goumenis stated she has concerns with the existing conditions of Phase I that include roads, stormwater drainage, sidewalks, and ditches of the neighborhood.

Ms. Wadleigh stated she has concerns with the existing conditions of Phase I and is asking the Planning Board to table this request until repairs have been completed in Phase I before approving Phase 2.

Mr. Davis stated the county needs to protect future developments from things like this happening.

Mr. West stated he thought the county required bonds.

Ms. Voliva stated that the county does require maintenance bonds for roads until such time the roads and open areas are taken over by the Homeowners Association or DOT.

Ms. Davis stated the roads and ditches need to be brought up to standard before the Homeowners Association takes over them.

Mr. Melton stated he is concerned if the roads are repaired now that during the construction of Phase 2 they will be torn up by construction equipment and the neighborhood is left with roads not up to standard again.

Mr. Dashiell read a letter from Mr. Bobby Gelormine of 128 Applewood who is concerned with Phase 2, ditches, drainage, incomplete sidewalks and roads.

Mr. Barns stated to table Phase 2 until the roads, ditches and sidewalks are brought up to standard before being turned over to the Homeowners Association.

Mr. Doyon stated he is concerned with what has been left out in Phase I which are roads, drainage, and ditches. Mr. Doyon is concerned with the square footage of houses being proposed in Phase 2. Mr. Doyon is asking that the Planning Board to table this request until everything in Phase 1 is completed.

Mr. Hyman addressed some of the concerns brought up by the residents. Mr. Hyman requested if the Planning Board could not make a recommendation for approval he would like the board to deny the request so it could move forward to the Board of Commissioners instead of tabling it. Mr. Hyman stated that maybe by the Board of Commissioners meeting some of the issues may be resolved.

Mr. West stated the subdivision does have a restrictive covenant which would specify the square footage and architectural features. Mr. West stated that the comment Mr. Hyman made regarding the Planning Board to either approve or deny the request and not to table it, does not sit well with the Planning Board. It makes the Planning Board appear that they are just a check mark to get out of the way to proceed to the Board of Commissioners. Mr. West stated it takes the importance of the Planning Board away.

Mr. Hyman apologized for his comment.

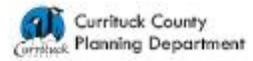
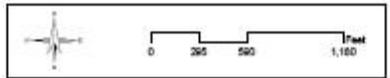
Mr. Kovacs stated that as part of the Planning Board function is to make sure the application is complete before it goes to the Board of Commissioners.

#### **ACTION**

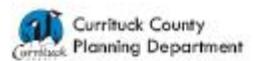
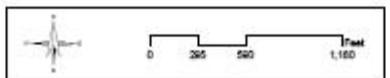
Ms. Newbern motioned to table PB 07-33 due to the application not being complete. Ms. Taylor seconded the motion. Motion carried unanimously.



PB 07-33  
Shingle Landing, Phase 2  
Aerial

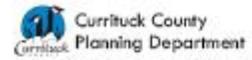
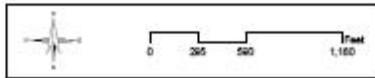


PB 07-33  
Shingle Landing, Phase 2  
Zoning





PB 07-33  
 Shingle Landing, Phase 2  
 Land Use Classification



## MEMORANDUM

To: Eddie Hyman  
CTX, LLC

From: Planning Staff

Date: November 16, 2011

Re: Shingle Landing, Phase 2 Preliminary Plat

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The following comments have been received for the November 16, 2011 TRC meeting. In order to be scheduled for the December 13, 2011 Planning Board meeting, please address all comments by 3:00 p.m. on November 21, 2011. TRC comments are valid for six months from the date of the TRC meeting.

### Planning, Donna Voliva 252-232-6032

#### Approval with conditions\*

4. Please provide a copy of the Albemarle Regional Health Services lot evaluation for lot 107.
5. Please provide a completed page 5 of the Special Use Permit application and page 5 of the Major Subdivision application related to hearing dates.
6. Please provide the reserve utility open space calculations.
7. The preliminary plat must illustrate the road cross section (Gees Drive).
8. The location of proposed signage, i.e. street name, traffic control, shall be indicated on the preliminary plat (Gees Drive).
9. Please provide an update regarding the plan of action for the stormwater maintenance of the subdivision (see letter dated October 11, 2011 to NCDENR). \*Staff can not recommend approval of the proposed development until such time as the site is in compliance of the NCDENR stormwater permit.
10. Please provide an update regarding the road maintenance of the streets in the subdivision.
11. Please provide the extension of sidewalks to Shingle Landing Phase 1 development.
12. Note #13 indicates Gees Drive will not be constructed at this time. Given the fact the road/sidewalk does not provide access to a parcel at this time staff will support the installation at a later date; however, a funding source shall be identified for the installation of the street. The developer is proposing installing a sidewalk along one side of Gees Drive; however, the current ordinance requires sidewalk installation along both sides of all proposed streets.
13. The existing drainage of the site appears to include existing farm ditches that may not be part of the NCDENR stormwater permit. Please indicate proposed improvements to the ditches as well as ongoing maintenance.
14. The proposed development area is currently zoned General Business. \*Will the applicant consider down zoning the residential portion of the development to bring the development

into compliance with the Table of Area, Separation and Height Table (Chapter 2) of the UDO?

Currituck Soil and Water, Mike Doxey

Reviewed

1. All stormwater issues must be addressed in Phase 1.

Currituck County Engineer, Michelle Perry

Reviewed

1. Issues need to be resolved with the railroad.

Currituck County Utilities, Pat Irwin

Approved

Currituck County Emergency Management, James Mims

Approved

Currituck County GIS, Harry Lee

Reviewed

1. Lot 107 will not be addressed until a site specific development plan is submitted. Please remove the address from the address table on the plat.
2. Gees Drive is approved as a street name.

NC Division of Coastal Management, Charlan Owens

No comment

NC State Archaeology, Lawrence Abbot

No comment

1. No archaeological site recorded within the project area. An archaeological survey is not recommended.

Albemarle Regional Health Services, Joe Hobbs

Reviewed

1. Please consult with Kevin Carver, RS at 252-232-6603 concerning septic permits or well permits involved with this proposed subdivision.

NC DENR, Land Quality, Pat McClain

Reviewed

1. An erosion and sedimentation control plan for six acres of roads and drainage in this section was approved on July 22, 2011. If that is all that is intended by the developer, then no revised plan will be required.

The following departments and agencies did not provide comments at this time:

Currituck County Building Inspections, Spence Castello

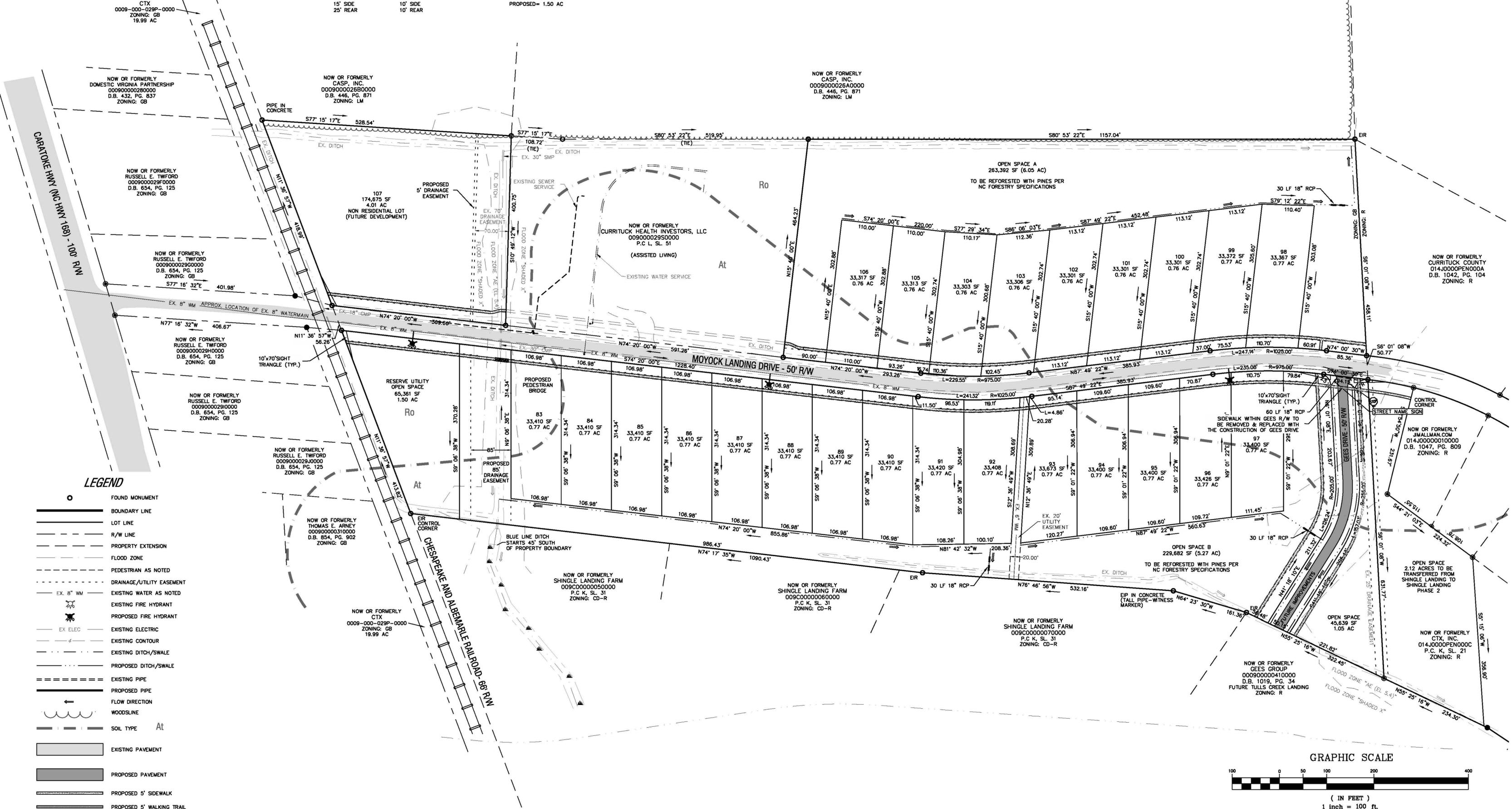
Currituck County Schools

Currituck County Parks and Recreation, Jason Weeks

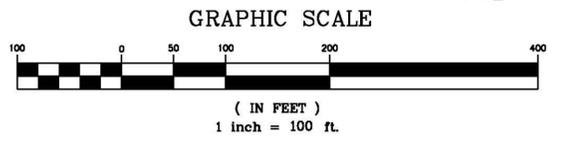
Currituck County Economic Development, Peter Bishop

Currituck County Sheriff, Susan Johnson  
Navel Facilities Engineering Command, Community Plans Liaison Officer William DuFault  
NCDOT, Gretchen Byrum  
NCDENR Aquifer Protection, David May  
NCDENR Environmental Health/Onsite Wastewater, Bob Uebler  
NCDENR, Environmental Management, Roger Thorpe  
NCDENR, Marine Fisheries, Kevin Hart  
NCDENR, Public Water, Siraj Chohan  
NCDENR Water Quality, Kim Colson  
NCDENR Water Quality/Surface Water Protection, Al Hodge  
NC Wildlife, Maria Dunn  
Centurylink, Kimberly Hoevenair  
Charter Communications, Sam Scilabba  
Dominion Power, Troy Lindsey  
Embarq, Hester Jones  
US Army Corps of Engineers, Kyle Barnes

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- LEGEND**
- FOUND MONUMENT
  - BOUNDARY LINE
  - LOT LINE
  - R/W LINE
  - - - PROPERTY EXTENSION
  - - - FLOOD ZONE
  - - - PEDESTRIAN AS NOTED
  - - - DRAINAGE/UTILITY EASEMENT
  - - - EX. 8" WM
  - ⊙ EXISTING WATER AS NOTED
  - ⊙ EXISTING FIRE HYDRANT
  - ⊙ PROPOSED FIRE HYDRANT
  - EX. ELEC
  - EXISTING ELECTRIC
  - EXISTING CONTOUR
  - - - EXISTING DITCH/SWALE
  - - - PROPOSED DITCH/SWALE
  - EXISTING PIPE
  - PROPOSED PIPE
  - FLOW DIRECTION
  - WOODSLINE
  - SOIL TYPE At
  - EXISTING PAVEMENT
  - PROPOSED PAVEMENT
  - PROPOSED 5' SIDEWALK
  - PROPOSED 5' WALKING TRAIL





Michelle Perry, E.I.T.  
Engineer Technician

## Currituck County

153 Courthouse Road, Suite 302  
Currituck, North Carolina 27929  
252-232-6034  
FAX 252-232-3298

Michelle.Perry@CurrituckCountyNC.gov

### MEMORANDUM

**Date:** June 8, 2012

**To:** Board of Commissioners  
Dan Scanlon

**From:** Michelle Perry  
Eric Weatherly

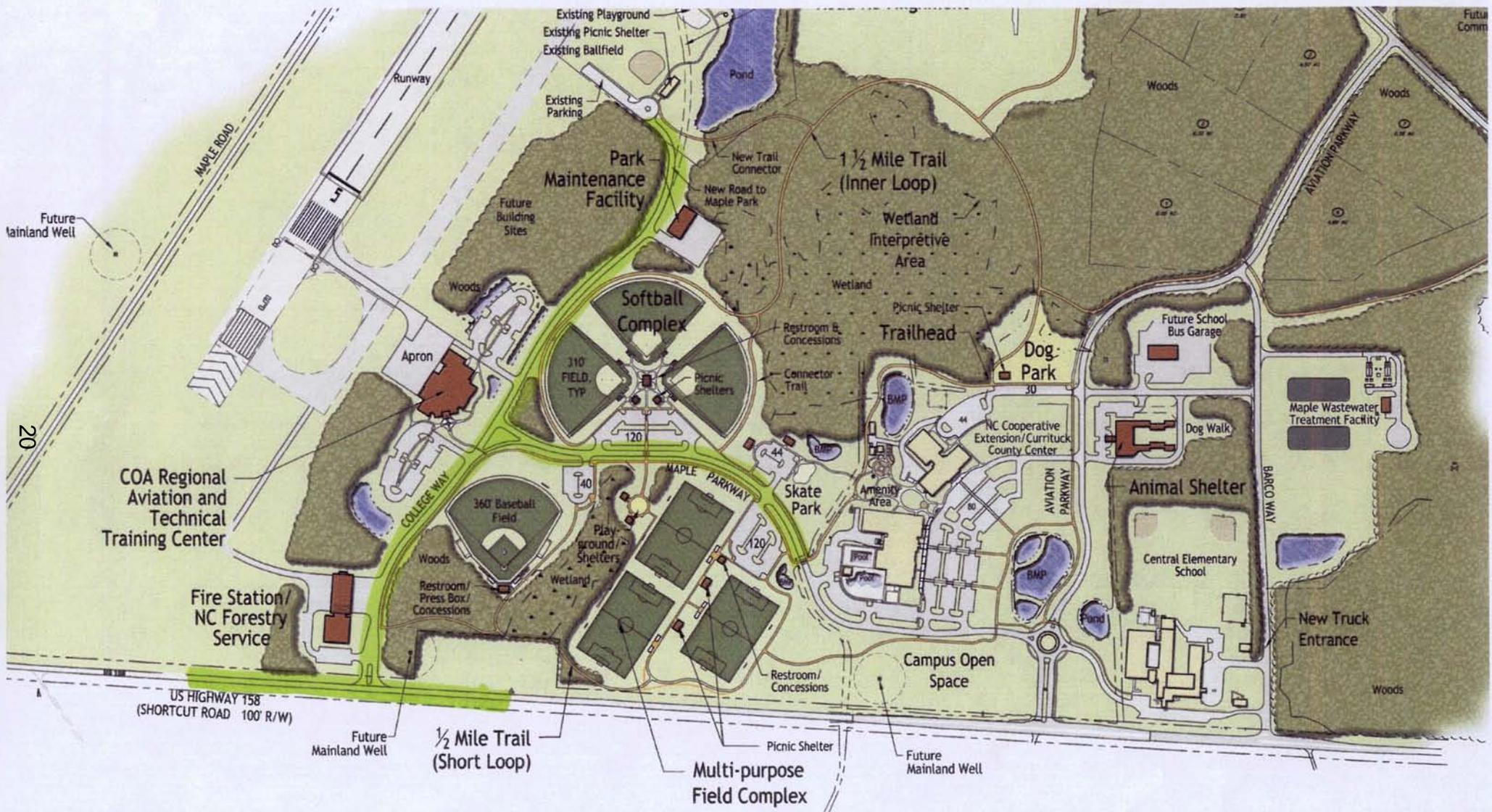
**RE:** Currituck Community Park Roads and Infrastructure  
Recommendation of Award

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The Currituck Community Park Roads and Infrastructure project consists of the construction of Maple Parkway, College Way, widening of Hwy 158 at College Way, and the extension of water and sewer to the College of The Albemarle Facility (see attached Master Plan). We have received a grant from the North Carolina Department of Transportation (NCDOT) in the amount of \$750,000 to construct the roadways.

A bid opening was held on June 1<sup>st</sup> and there were three bids received: Barnhill Contracting Company, RPC Contracting, Inc., and Branscome, Inc. The NCDOT requires that the low bidder be based on the Total Base Bid Amount. Barnhill Contracting Company was the low bidder with a Total Base Bid Price of \$798,666.15. With Alternates 1 & 2, the total Contract Amount is \$1,368,229.30.

A requirement of the grant is a Resolution from the Board of Commissioners (attached) awarding the bid, pending concurrence with award by the NCDOT. Staff recommends the award to go to Barnhill Contracting Company in the amount of the Total Base Bid plus Alternates 1 & 2 for the amount of \$1,368,229.30.



20

COA Regional Aviation and Technical Training Center

Fire Station/ NC Forestry Service

1/2 Mile Trail (Short Loop)

Multi-purpose Field Complex

Campus Open Space

Animal Shelter

Central Elementary School

New Truck Entrance

Trailhead

Dog Park

Wetland Interpretive Area

Park Maintenance Facility

Softball Complex

1 1/2 Mile Trail (Inner Loop)

US HIGHWAY 158 (SHORTCUT ROAD 100' R/W)

MAPLE ROAD

MAPLE PARKWAY

AVIATION PARKWAY

BARCO WAY

AVIATION PARKWAY

Runway

Apron

Existing Playground  
Existing Picnic Shelter  
Existing Ballfield

Future Mainland Well

Future Mainland Well

Future Mainland Well

Picnic Shelter

Restroom/Concessions

Skate Park

Restroom & Concessions

Wetland

New Road to Maple Park

New Trail Connector

Future Building Sites

Woods

Restroom/Press Box/Concessions

Woods

Playground/Shelters

Wetland

310' FIELD, TYP

Woods

Picnic Shelters

Woods

Picnic Shelter

Wetland

Woods

Woods

Woods

Maple Wastewater Treatment Facility

Future School Bus Garage

Woods

Woods

Future Comm

**RESOLUTION FOR BID ACCEPTANCE OF THE  
CURRITUCK COMMUNITY PARK  
ROADWAY AND INFRASTRUCTURE PROJECT**

RESOLUTION AWARDING THE CURRITUCK COMMUNITY PARK ROADWAY AND INFRASTRUCTURE PROJECT TO BARNHILL CONTRACTING COMPANY.

WHEREAS, Currituck County followed all proper bid procedure as outlined in NCGS 143 Article 8 Public Contracts; and

WHEREAS, Currituck County intends to follow all NCDOT guidelines to ensure compliance with all construction and grant documentation requirements;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners for the County of Currituck, North Carolina that the County of Currituck awards the bid to Barnhill Contracting Company in the amount of the Total Base Bid Price of \$798,666.15, plus Alternates 1 and 2 totaling \$569,563.15 for a total Contract amount of \$1,368,229.30, pending concurrence with award by the North Carolina Department of Transportation.

ADOPTED this 18<sup>th</sup> day of June, 2012.

\_\_\_\_\_  
John D. Rorer, Chairman  
Currituck County Board of Commissioners

ATTEST:

\_\_\_\_\_  
Gwen H. Keene, Clerk to the Board

(COUNTY SEAL)

June 5, 2012

Mr. Eric Weatherly, PE  
Currituck County Engineer  
153 Courthouse Road, Suite 302  
Currituck, NC 27929

Subject: Bid Opening and Recommendation of Award  
Maple Commerce Park  
H&R Project Number: 110140

Dear Mr. Weatherly:

On Friday, June 1, 2012, at 2:00 pm, bids were opened for the Maple Commerce Park project. Three bids were received from the following contractors: Branscome, Inc., Barnhill Contracting Company, and RPC Contracting, Inc.

NCDOT guidelines require the contract to be awarded based upon comparison of the base bid amounts and not the total bid including alternates. Therefore, the apparent low bidder is Barnhill Contracting Company with a Total Base Bid Price of \$798,666.15. The engineer's estimate for the work associated with the base bid is \$857,641.00.

After final review of the bid documents, we recommend the contract be awarded to Barnhill Contracting Company in the amount of the Total Base Bid Price of \$798,666.15. If funding permits, we also recommend awarding both alternate bids totaling \$569,563.15 for a total contract amount of \$1,368,229.30.

Alternate 1 – \$311,586.90;  
Alternate 2 – \$257,976.25

Enclosed please find a copy of the Bid Summary sheet as well as a disk containing copies of all of the actual bid documents. Also enclosed is a copy of the letter and additional documentation as sent to Mr. Barry Hobbs, Division Project Manager, NCDOT Division 1, for his review and determination.

If you have additional questions, please do not hesitate to call me directly at (252) 337-8988.

Sincerely,



6-5-12

Sean C. Robey, PE  
Principal Engineer



cc: Barry Hobbs, NCDOT

Attachment(s): Bid Summary Sheet  
Disk

TOURISM ADVISORY BOARD  
3 Year Terms

Incumbent	Nominated by	New Appointee	Nominated by	Date of Appointment	End of Term
Petrina Ramey	District 1		Vance Aydlett	4/4/2011	November 2013
Shearl Bell	District 2		John Rorer	5/21/2012	Unexpired Term November 2012
Ted Jagucki	District 3		Butch Petrey	Appointed 11/21/11	November 2014
Paul Robinson	District 4		Owen Etheridge	Reappointed 11/21/11	November 2014
Jeff Nelson*	District 5	Janice Farr	Marion Gilbert	Appointed 5/2/11	May 2013
Don Cheek	At-Large		Paul Martin	Reappointed 11/16/09	November 2012
Leslie Daughtry	At-Large		Paul O'Neal	Appointed 1/3/2012	January 2015

\* To Be Replaced

Commissioner O'Neal



**APPLICATION FOR ADVISORY BOARDS & COMMITTEES**

**Date:** 12 June 2012

**Name:** Janice Aydlett Farr

**Address:** PO Box 949 (100 Soundside Estates Drive)

Grandy NC 27939

**Phone:** 202-4506 C 441-4402 W 453-4506 H      **Email:** janicefarr@sunrealtync.com    janicefarr@gmail.com

**Board(s) or Committee(s) on which you would like to serve:**

**Please check**

- |   |   |
|---|---|
| <input type="checkbox"/> <b>ABC Board</b>                       | <input type="checkbox"/> <b>Library Board</b>                     |
| <input type="checkbox"/> <b>Agricultural Advisory Board</b>     | <input type="checkbox"/> <b>Nursing Home Advisory Committee</b>   |
| <input type="checkbox"/> <b>Airport Advisory Board</b>          | <input type="checkbox"/> <b>Planning Board</b>                    |
| <input type="checkbox"/> <b>Board of Adjustment</b>             | <input type="checkbox"/> <b>Recreation Advisory Board</b>         |
| <input type="checkbox"/> <b>Economic Development Board</b>      | <input type="checkbox"/> <b>Senior Citizens Advisory Board</b>    |
| <input type="checkbox"/> <b>Fire &amp; EMS Advisory Board</b>   | <input type="checkbox"/> <b>Social Services Board</b>             |
| <input type="checkbox"/> <b>Game Commission</b>                 | <input checked="" type="checkbox"/> <b>Tourism Advisory Board</b> |
| <input type="checkbox"/> <b>Jury Commission</b>                 | <input type="checkbox"/> <b>Whalehead Preservation Trust</b>      |
| <input type="checkbox"/> <b>Land Transfer Tax Appeals Board</b> | <input type="checkbox"/> <b>Workforce Development Board</b>       |

**Qualifications and reasons you would like to serve:**

I loved serving on the TAB and was appointed at it's inception. I have 27+ years of professional Outer Banks Property Mgt experience, am a STS Marketing College graduate (TMP), BBB Executive&Standards Board member, NCTIA (NC Travel Industry Assoc.)(Treasurer) Board member, NCAR (Governor on state PMD, Professional Standards Board), OBAR (Prof. Standards, Prop Mgt), NCVRMA (Board), VRMA, Licensed Real Estate Broker: NC & VA, GRI, CRB, GREEN, Currituck Chamber Board, Mt Zion UMC (Treasurer, SPRG Chair), KKLG Board, and more! I like staying busy and involved in the community and in business. I would consider it an honor to serve again on the TAB. Thanks for the consideration!

**Please return to**      **County Manager's Office153**  
**Courthouse Road, Suite 204**  
**Currituck, NC 27929**  
**Gwen.Keene@CurrituckCountyNC.gov**

**ABC BOARD  
3 Year Terms**

<b>Incumbent</b>	<b>Nominated by</b>	<b>New Appointee</b>	<b>Nominated by</b>	<b>Date of Appointment</b>	<b>End of Term</b>
Harold Capps	District 1		Vance Aydlett	9/2010	9/1/2013
Owen Etheridge	District 2		John Rorer	1/2010	1/1/2013
<b>David Myers*</b>	<b>District 3</b>	<b>Charles Eley</b>	<b>Butch Petrey</b>	<b>5/2009</b>	<b>2nd 5/4/2012</b>
<b>Horace Bell, III*</b>	<b>District 4</b>		<b>Owen Etheridge</b>	<b>6/15/09</b>	<b>2nd 6/15/2012</b>
Gene Gregory	District 5		Marion Gilbert	1/2010	1/1/2013
	At-Large				
	At-Large				

**\* To Be Replaced**

BOARD OF ADJUSTMENT

<b>Incumbent</b>	<b>Nominated by</b>	<b>New Appointee</b>	<b>Nominated by</b>	<b>Date of Appointment</b>	<b>End of Term</b>
Christian Conner	District 1		Vance Aydlett	12/7/2009	<b>1st Term</b> 12/1/2012
Bryan Bass	District 2		John Rorer	12/7/2009	<b>2nd Term</b> 12/31/2012
Theresa Dozier	District 3		Butch Petrey	3/7/2011	<b>1st Term</b> 12/31/2013
David Palmer	District 4		Owen Etheridge	4/18/2011	<b>1st Term</b> 12/1/2013
Cameron Tabor	District 5		Marion Gilbert	2/21/2011	<b>1st Term</b> 12/31/2013
Miles Riddick	At Large		Paul Martin	1/17/2012	<b>1st Term</b> 1/1/2015
Vivian Simpson	At-Large		Paul O'Neal	1/17/2012	<b>1st Term</b> 1/1/2015

LIBRARY BOARD OF TRUSTEES  
4 Year Terms

Incumbent	Nominated by	New Appointee	Nominated by	Date of Appointment	End of Term
<b>Stephanie Miller*</b>	<b>District 1</b>	<b>Shelly Haskell</b>	<b>Vance Aydlett</b>	<b>5/18/2009</b>	<b>2nd 6/30/2013</b>
Dr. Norman Dahm	District 2		John Rorer	5/18/2009	2nd 6/30/2013
Colleen Umphlett	District 3		Butch Petrey	3/1/2010	Unexpired Term 6/30/2013
Joann DiBello	District 4		Owen Etheridge	7/20/2009	1st 6/30/2013
Lisa Rose	District 5		Marion Gilbert	6/15/2009	1st 6/30/2013
George Gregory	At-Large		Paul Martin	5/18/2009	1st 6/30/2013
Rhonda Cheek	At-Large		Paul O'Neal	6/2010	6/30/2014
<b>Dr. Alison Boone-Heyder**</b>				<b>9/2/2008</b>	<b>1st 6/30/2012</b>

**\*Resigned-To Be Replaced**

**\*\*May be Reappointed**

**EARL appointment needed to replace Stephanie Miller. Must be from current Board of Trustees. Umphlett, Cheek, Gregory or Boone-Heyder (Rose has work conflict)**

# Stephanie Cowan Miller

172 Lands End Road • KI, NC • Phone: 252-429-3739  
E-Mail: carova\_girl@yahoo.com

Date: May 21, 2012

Currituck County Board of Commissioners  
Historic Currituck Courthouse  
153 Courthouse Road, Suite 204  
Currituck, NC 27929

Dear Commissioners:

It is with regret that I am writing to inform you of my resignation from my position on the Currituck County Public Library Board of Trustees, effective June 30, 2012. I have thoroughly enjoyed working with Vicky Hagemeister, her staff and the Board members over the past six years. I would encourage each Commissioner to truly understand and value the importance of library services to the residents of not only Currituck and Corolla, but to Knotts Island as well. I am well aware of the economic climate and state/local budget constraints; however, I challenge you to continue funding and increase the budget for your library's staff and services.

After my resignation, there will be a vacancy on the CCPL Board. I recommend that Knotts Island resident, Mrs. Shelly Haskell, be appointed to the CCPL Board. She holds NC certification as a Library Media Specialist and a Classroom Teacher. I have worked with her in a professional capacity and can attest to her desire to provide the best library/media services to the students at Knotts Island Elementary School, as well as the community at large. She would be an incredible asset to the local board and possibly to the East Albemarle region.

If I can be of any assistance during the transition, please don't hesitate to contact me via phone or email.

Sincerely,



Stephanie Cowan Miller

Chairperson, CCPL Board of Trustees & EARL Board of Trustees

## CURRITUCK COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES – Membership Revised April 2012

Terms are 4 years

POSITION	NAME	ADDRESS	EMAIL	HOME	WORK	CELL	1 <sup>ST</sup> term	2 <sup>ND</sup> term
CHAIR	Stephanie Miller	172 Lands End Rd Knotts Is, NC 27950	<a href="mailto:carova_girl@yahoo.com">carova_girl@yahoo.com</a>	429-9177		757- 544-1416	6/09	6/13
VICE-CHAIR	Dr. Norman Dahm	P. O. Box 207 Harbinger, NC 27941	<a href="mailto:normdahm@yahoo.com">normdahm@yahoo.com</a>	491-8339	491-8550	267-3064	6/09	6/13
SECRETARY	Colleen Umphlett	118 Woodhouse Dr. Grandy, NC 27939	<a href="mailto:cumphlett@compueasy.com">cumphlett@compueasy.com</a>	453-6483			6/14	
MEMBER	Joanne Dibello	124 Sound Shore Dr. Currituck, NC 27929	<a href="mailto:cdibello2000@yahoo.com">cdibello2000@yahoo.com</a>	232-2550			10/13	
MEMBER	Lisa Rose	P. O. Box 456, Moyock, NC 27958	<a href="mailto:LRose0220@gmail.com">LRose0220@gmail.com</a>	435-2652	333-8362		6/13	
MEMBER	George Gregory	444 NW Backwoods Rd. Moyock, NC 27958	<a href="mailto:Gregorygospel56@yahoo.com">Gregorygospel56@yahoo.com</a>	435-2554			6/13	
MEMBER	Dr. Alison Boone-Heyder	102 Continental Court Point Harbor, NC 27964	<a href="mailto:Alison.heyder@gmail.com">Alison.heyder@gmail.com</a>	491-2550	261-7700		6/12	
MEMBER	Rhonda Cheek	1131 Gray Court Corolla, NC 27927	<a href="mailto:sunseekers@earthlink.net">sunseekers@earthlink.net</a>	453-3064		202-4772	6/10	6/14
EX-OFFICIO	Vicky Hagemeister	115 Scotland Road Camden, NC 27921	<a href="mailto:vhagemeister@earlibrary.org">vhagemeister@earlibrary.org</a>	331-2026	453-8345	Fax 453-8717		
EARL	Jonathan Wark	P.O. Box 1000 Manteo, NC 27954- 9241	<a href="mailto:jwark@earlibrary.org">jwark@earlibrary.org</a>		473-2372			

### EARL Board Members Representing Currituck County

Stephanie Miller	term expires June 30, 2012	on second term
Dr. Norman Dahm	term expires June 30, 2016	on first term
Joanne Dibello	term expires June 30, 2014	on first term

LIBRARY BOARD OF TRUSTEES  
4 Year Terms

Incumbent	Nominated by	New Appointee	Nominated by	Date of Appointment	End of Term
<b>Stephanie Miller*</b>	<b>District 1</b>	<b>Shelly Haskell</b>	<b>Vance Aydlett</b>	<b>5/18/2009</b>	<b>2nd 6/30/2013</b>
Dr. Norman Dahm	District 2		John Rorer	5/18/2009	2nd 6/30/2013
Colleen Umphlett	District 3		Butch Petrey	3/1/2010	Unexpired Term 6/30/2013
Joann DiBello	District 4		Owen Etheridge	7/20/2009	1st 6/30/2013
Lisa Rose	District 5		Marion Gilbert	6/15/2009	1st 6/30/2013
George Gregory	At-Large		Paul Martin	5/18/2009	1st 6/30/2013
Rhonda Cheek	At-Large		Paul O'Neal	6/2010	6/30/2014
<b>Dr. Alison Boone-Heyder**</b>				<b>9/2/2008</b>	<b>1st 6/30/2012</b>

**\*Resigned-To Be Replaced**

**\*\*May be Reappointed**

**EARL appointment needed to replace Stephanie Miller. Must be from current Board of Trustees. Umphlett, Cheek, Gregory or Boone-Heyder (Rose has work conflict)**



**Moyock Fire Department  
PO Box 81  
Moyock NC, 27958  
252-435-2281**

June 13, 2012

To: Currituck County Board of Commissioners, County Manager Dan Scanlon, and Finance Director Sandra Hill

The Moyock Volunteer Fire Department is requesting to be added to the Commissioner Agenda at the Board of Commissioner meeting on June 18<sup>th</sup>, 2012.

Moyock Volunteer Fire Department would like to spend \$60,000 for the purchase of "buy back" time from the NC Firefighter Pension Fund. The fund is managed by the NC Treasury Department. Our department has recently entered into the state pension fund program for the purpose of recruitment / retention, and we are being given this opportunity. Moyock Fire Department Board of Directors and I have worked diligently on the management of our current budget and we do have the funds available to move forward with this pension fund "buy back". We do understand this is an unusual request for this time of the budget year, but we wanted to ensure the department's minimum needs were met before moving forward with this item.

Moyock Volunteer Fire Department is requesting your approval in the spending of \$60,000 for "buy back" of time from the NC Firefighter Pension Fund Program for long term volunteer membership retention.

Thank you for your service and assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "Richard Lane", written over a horizontal line.

Richard Lane, Fire Chief  
Moyock Volunteer Fire Department

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 18th day of June, 2012, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2012.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
50447-590007	Corolla Greenway/County Funds	\$ 224,631	
50447-590001	Corolla Greenway/PARTF		\$ 224,631
		<u>\$ 224,631</u>	<u>\$ 224,631</u>

**Explanation:** Corolla Multi-Use Path (50447) - To record release of County match funds as a requirement of the PARTF grant for the Corolla Multi-use path.

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

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

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

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 18th day of June, 2012, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2012.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
51800-594500	Contract Services	\$ 195,229	
51800-588000	Contingency		\$ 195,229
		<u>\$ 195,229</u>	<u>\$ 195,229</u>

**Explanation:** COA Aviation & Technical Training Center (51800) - Transfer funds per Sussex contract.

**Net Budget Effect:** School Governmental Construction Fund (51) - No change.

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

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

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 18th day of June, 2012, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2012.

<u>Account Number</u>	<u>Account Description</u>	<u>Debit</u>	<u>Credit</u>
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
57878-594500	Contract Services	\$ 401,002	
57878-596100	Professional Services		\$ 68,460
57878-588000	Contincengy		\$ 285,754
57878-597000	Reimburseable Expenses		\$ 8,062
57360-471000	Tap & Connection Fee		\$ 38,726
		<u>\$ 401,002</u>	<u>\$ 401,002</u>

**Explanation:** Moyock Central Sewer Construction (57878) - To record additional tap and connection fee to connect the Moyock Volunteer Fire Department to the Central Wastewater system and to reclassify funding for the construction contract.

**Net Budget Effect:** Moyock Central Sewer System (57) - Increased by \$38,726.

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

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

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 18th day of June, 2012, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2012.

<u>Account Number</u>	<u>Account Description</u>	<u>Debit</u>	<u>Credit</u>
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
23690-545000	Contract Services	\$ 467	
23380-481000	Investment Earnings		\$ 251
23390-499900	Appropriated Fund Balance		\$ 216
		<u>\$ 467</u>	<u>\$ 467</u>

**Explanation:** Moyock Fire District (23690) - Increase appropriations for tap & connection fees for the Moyock Volunteer Fire Department to connect to the Moyock Central Sewer System.

**Net Budget Effect:** Moyock Fire District Fund (23) - Increased by \$467.

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

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

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 18th day of June, 2012, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2012.

<u>Account Number</u>	<u>Account Description</u>	Debit		Credit	
		<u>Decrease Revenue or Increase Expense</u>		<u>Increase Revenue or Decrease Expense</u>	
12548-511015	Telephone & Postage			\$	3,700
12548-513015	Utilities	\$	1,000		
12548-516015	Maintenance & Repair	\$	1,000		
12548-516215	Buildings & Grounds	\$	1,500		
12548-526215	Promotion			\$	1,000
12548-532015	Supplies			\$	1,500
12548-532115	Fire Supplies			\$	12,000
12548-536015	Uniforms			\$	5,000
12548-536115	Personal Protective Equipment	\$	24,000		
12548-545000	Contract Services			\$	4,300
		<u>\$ 27,500</u>		<u>\$ 27,500</u>	

**Explanation:** Knotts Island Volunteer Fire Department (12548) - Transfer funds to purchase additional Personal Protective Equipment and operating transfers for the remainder of this fiscal year.

**Net Budget Effect:** Fire Services Fund (12) - No change.

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

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

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 18th day of June, 2012, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2012.

<u>Account Number</u>	<u>Account Description</u>	<u>Debit</u>	<u>Credit</u>
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10545-561000	Professional Services	\$ 8,000	
10390-499900	Appropriated Fund Balance		\$ 8,000
		<u>\$ 8,000</u>	<u>\$ 8,000</u>

**Explanation:** Medical Examiner (10545) - Increase appropriations for medical examiner fees for the remainder of this fiscal year.

**Net Budget Effect:** Operating Fund (10) - Increased by \$8,000.

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

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

**RESOLUTION AUTHORIZING THE PURCHASE OF 800 Mhz RADIO  
COMMUNICATIONS SYSTEM FROM GATELY COMMUNICATIONS THROUGH  
SOLE SOURCE PURCHASE**

WHEREAS, the County of Currituck desires to purchase material, equipment, supplies and services for the establishment of a 800 Mhz radio communications system; and

WHEREAS, the purchase of material, equipment, supplies and services necessary to establish a 800 Mhz radio communications system is critical for emergency communications, response and public safety and welfare; and

WHEREAS, N.C. Gen. Stat. §143-129(e)(6) authorizes a unit of local government to purchase from a sole source “when a needed product is available from only one source of supply”, and

WHEREAS, in order that the county’s 800 Mhz radio system is compatible with the State of North Carolina’s VIPER radio system it is necessary to obtain P-25 radio compliant equipment which is currently only manufactured by Motorola; and

WHEREAS, Gately Communications is the only Motorola representative capable of providing the county with material, equipment and supplies to establish a 800 Mhz radio communications system that is P-25 radio compliant and compatible with the state’s VIPER system.

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

Section 1. The County of Currituck is authorized to enter into a contract in the amount of \$963,150.00 with Gately Communications for the sole source purchase of material, equipment, supplies and services necessary to establish a 800 Mhz radio communications system and in accordance with the sole source provision requirements set forth by N.C. Gen. Stat. §143-129(e)(6). Further, the county manager is authorized to execute the agreement with Gately Communications.

Section 2. This resolution shall be effective upon its adoption.

This the 18<sup>th</sup> day of June, 2012.

\_\_\_\_\_  
John D. Rorer, Chairman  
Board of Commissioners

ATTEST:

\_\_\_\_\_  
Clerk to the Board of Commissioners

(COUNTY SEAL)



Michelle Perry, E.I.T.  
Engineer Technician

**Currituck County**

153 Courthouse Road, Suite 302  
Currituck, North Carolina 27929  
252-232-6034  
FAX 252-232-3298

Michelle.Perry@CurrituckCountyNC.gov

**MEMORANDUM**

**Date:** June 8, 2012

**To:** Board of Commissioners  
Dan Scanlon

**From:** Michelle Perry  
Eric Weatherly

**RE:** COA Regional Aviation & Technical Training Center  
Change Order (deduction in contract amount)

---

Attached is a Change Order from Sussex Development Corporation, contractor for the COA Regional Aviation & Technical Training Center. The Change Order consists of the following deductions in the contract amount:

Dominion Power Allowance	\$ 35,000
COA Apron Match	\$111,111
Earthwork for Building	<u>\$ 89,358</u>
	\$235,469

An allowance was in the contract to provide power to the facility. This money will be given back to the County in order for the County to pay Dominion to provide power.

The County was given a Grant from the Division of Aviation in order to construct the Apron for the COA Facility. The Division of Aviation requires the County to provide a 10% to these funds. Sussex had it in their contract to provide the 10% match which will now be deducted from their contract and given to the County so that the County may move forward with the Apron project.

Sussex originally had in their proposal to provide all of the Site Work for the COA Facility. In order to get a jump-start on clearing the woods and filling the building pad, the County bid out this Earthwork while the COA design team was wrapping up the design. Sussex is now refunding the County for this work.

The contract amount will be reduced from \$6,992,890.20 to \$6,757,421.20 as a result of this change order deduction.

# AIA Document G701™ – 2001

## Change Order

<b>PROJECT (Name and address):</b> COA Aviation Training Facility 107 College Way Bisco, North Carolina 27917	<b>CHANGE ORDER NUMBER:</b> 001 <b>DATE:</b> June 4, 2012	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR (Name and address):</b> Sussex Development Corporation 1604 Hilltop West Executive Center, Suite 300 Virginia Beach, Virginia 23451	<b>ARCHITECT'S PROJECT NUMBER:</b> 1120 <b>CONTRACT DATE:</b> 07/25/11 <b>CONTRACT FOR:</b> General Construction	

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)*

Delete Electrical Underground Fees from scope of contract work	(\$35,000.00)
Delete Clearing & Grubbing from scope of contract work	(\$89,358.00)
Delete Tarmac Apron from scope of contract work	(\$111,111.00)

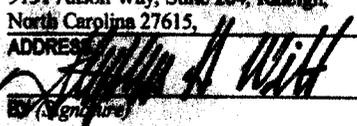
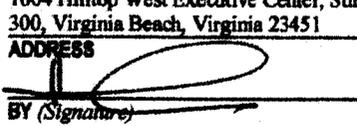
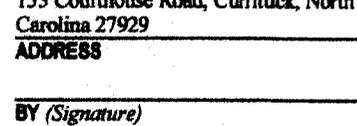
The original Guaranteed Maximum Price was	\$ 6,992,890.20
The net change by previously authorized Change Orders	\$ 0.00
The Guaranteed Maximum Price prior to this Change Order was	\$ 6,992,890.20
The Guaranteed Maximum Price will be decreased by this Change Order in the amount of	\$ 235,469.00
The new Guaranteed Maximum Price including this Change Order will be	\$ 6,757,421.20

The Contract Time will be increased by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is 03/19/13.

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

<u>MBAJ Architecture</u> <b>ARCHITECT (Firm name)</b>	<u>Sussex Development Corporation</u> <b>CONTRACTOR (Firm name)</b>	<u>County of Currituck, North Carolina</u> <b>OWNER (Firm name)</b>
9131 Anson Way, Suite 204, Raleigh, North Carolina 27615, <b>ADDRESS</b>	1604 Hilltop West Executive Center, Suite 300, Virginia Beach, Virginia 23451 <b>ADDRESS</b>	153 Courthouse Road, Currituck, North Carolina 27929 <b>ADDRESS</b>
 <b>BY (Signature)</b>	 <b>BY (Signature)</b>	 <b>BY (Signature)</b>
Stephen H. Wilt, AIA <i>(Typed name)</i>	Mr. Harry L. Davis, III <i>(Typed name)</i>	Daniel F. Scanlon, II <i>(Typed name)</i>
6/5/12 <b>DATE</b>	06/04/12 <b>DATE</b>	<b>DATE</b>

CURRITUCK COUNTY  
NORTH CAROLINA  
June 4, 2012

The Board of Commissioners met at 7:00 p.m. for its regularly scheduled meeting at the Historic Courthouse in the Commissioners Meeting Room with the following members present: Chairman Rorer, Commissioners Gilbert, O'Neal, Etheridge, Aydlett, Martin and Petrey.

**A) Invocation**

**B) Pledge of Allegiance**

Reverend Randy Blanchard, Pilmoor Methodist Church, was present to give the invocation and Pledge of Allegiance.

**C) Approval of Agenda**

Commissioner O'Neal moved to approve. Commissioner Gilbert seconded the motion. Motion carried,

**D) Public Comment**

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

Chairman Rorer, opened the public comment period.

Don Williams, Developer, Shingle Landing, updated the Board on his progress with completing the roads, sidewalks and ditches. He stated that he was about 50% complete. He would like to be placed on the July 18<sup>th</sup> agenda and in the meantime he will provide the county attorney with his documentation for funding.

Commissioner Petrey moved to table to June 18<sup>th</sup> meeting. Commissioner Etheridge seconded the motion. Motion carried.

There being no further comments, Chairman Rorer closed the public comment period.

**Public Hearings**

**A) Presentation on county's funding of the Currituck County School System**

Dan Scanlon, County Manager, reviewed the formula for school funding and that the Currituck County Schools will receive \$9,025,754 this year and the ADM is \$2,315 per student.

Bill Dobney, Chairman, Board of Education, stated that the Board of Education is pleased with the formula that has been used for many years.

Commissioner Etheridge stated that Currituck County School System ranks 20<sup>th</sup> in the state out of 117 school systems.

**B) Public Hearing and Action on Currituck County FY 2012-13 Budget**

Dan Scanlon, County Manager, stated that the budget was presented at the last meeting with some additional changes that he listed.

Chairman Rorer opened the public hearing.

Toni Tabb, requested the Manager read the list of additions.

Commissioner Aydlett commented on the progress with enhancement of the EMS in Carova Beach.

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

Commissioner Gilbert moved to adopt the budget at the June 18<sup>th</sup> meeting. Commissioner Etheridge seconded the motion. Motion failed with Commissioners Rorer, Aydlett, Martin, O'Neal and Petrey voting no.

Commissioner Petrey moved to adopt the budget as presented. Commissioner Martin seconded the motion. Motion carried unanimously.

**C) Public Hearing and action on 10 Year Solid Waste Management Plan for the period 2012 - 2022**

Dan Scanlon, County Manager, reviewed the 10 year solid waste plan. Currituck County went from 63<sup>rd</sup> in the state to 12<sup>th</sup> in reducing trash.

Commissioner Aydlett moved to adopt. Chairman Rorer seconded the motion. Motion carried.

**New Business**

**A) Board Appointments:**

**1. Appointment to Senior Citizen Advisory Board**

Commissioner O'Neal appointed Joann DiBello. Commissioner Aydlett seconded the motion. Motion carried.

**2. Discussion on policy for Board of Adjustment appointments**

Ike McRee, County Attorney, reviewed the UDO text amendment to allow for an alternate to move up as a permanent member when a vacancy was available.

Commissioner O'Neal moved to move forward with option 1 to amend the UDO. Commissioner Aydlett seconded the motion. Motion carried.

**B) Consent Agenda:**

1. Approval of May 21, 2012 Minutes
2. Albemarle Commission/FY 2013 HCCBG appropriation
3. March 31, 2012 Fiscal Monitoring Report for East Carolina Behavioral Health
4. Budget Amendments

5. Resolution and Agreement for Deposit Account with BB & T
6. Approval of Right-of-Way Agreement to Dominion Power for Installation of Power in Currituck Community Park and To Authorize County Manager to Execute Same

Commissioner O’Neal moved to approve. Commissioner Gilbert seconded the motion. Motion carried.

<u>Account Number</u>	<u>Account Description</u>	<b>Debit</b>	<b>Credit</b>
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
50550-592013	Airfield Improvements 36237.8.10.1	\$ 166,667	
50330-448000	State Aide to Airports		\$ 150,000
50380-481000	Investment Earnings		\$ 16,667
		\$ 166,667	\$ 166,667

**Explanation:** County Governmental Construction Fund (50) - To record Vision 100 Funds for Federal Fiscal Year 2010-11. This will be used for airfield improvements and an Airport Master Layout plan.

**Net Budget Effect:** County Governmental Construction Fund (50) - Increased by \$166,667.

<u>Account Number</u>	<u>Account Description</u>	<b>Debit</b>	<b>Credit</b>
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
52541-590000	DPR1 GRANT 2007-GE-T7-0048	\$ 22,275	
52330-448700	DPR1 GRANT 2007-GE-T7-0048		\$ 22,275
		\$ 22,275	\$ 22,275

**Explanation:** Multi-year Grants (52541) - To record grant funds for regional radio project. Currituck County is the administrator of the grant and radios will be distributed throughout the region. This is 100% grant funds through the NC Department of Public Safety, Division of Emergency Management.

**Net Budget Effect:** Multi-year Grant Fund (52) - Increased by \$22,275.

**C) Commissioner's Report**

Commissioner Aydlett stated that he and the Parks & Recreation Director, along with WRC, will look at the Knotts Island Boat Ramp.

Commissioner Martin stated that NC State was doing a fish study in the Albemarle Sound.

Commissioner Etheridge commented on the Whalehead festival.

Commissioner O'Neal commended the Finance staff for their Award for Excellence in Government Financing.

**D) County Manager's Report- No comments**

**Closed Session**

According to GS 143-318.11(6) to discuss personnel.

**Adjourn**

**Special Meeting**

**Tourism Development Authority**

**Public Hearing and Action on Budget**

Dan Scanlon, County Manager, stated that this budget was presented at the last meeting.

Chairman Rorer opened the public hearing. There being no comments, he closed the public hearing.

Commissioner O'Neal moved to approve. Commissioner Martin seconded the motion. Motion carried.

**Adjourn**

There being no further business, the meeting adjourned.