

CURRITUCK COUNTY
NORTH CAROLINA
May 20, 2013

The Board of Commissioners met at 5:30 p.m. for a work session on the NC Floodplain Mapping Program. Randy Mundt, NFIP Planner, and Maureen O'Shea, NFIP Planner, gave a presentation on the Biggert-Waters Flood Insurance Reform Act of 2012 and the National Flood Insurance Program (NFIP) and shared dates for upcoming changes to requirements and rates.

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 Paul O'Neal, Vice-Chair Paul Martin, Commissioners Aydlett, Gilbert, Griggs, McCord, and Petrey.

A) Invocation

B) Pledge of Allegiance

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

C) Approval of Agenda

Commissioner Aydlett moved to approve the Agenda with the addition of three additional budget amendments and a request from Knotts Island VFD to do a line item transfer for purchase of turnout gear for new volunteers. Commissioner Gilbert seconded the motion. Motion carried.

APPROVED AGENDA

Work Session

5:30 PM Update on the NC Floodplain Mapping Program

7:00 pm Call to Order

- A) Invocation – Rev. Randy Blanchard, Pilmoor Memorial United Methodist Church
- 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.

Administrative Reports

- A) Update on the NC Floodplain Mapping Program
- B) Overview and Update of Interfaith Community Outreach

New Business

- A) FY 2014 Budget Presentation and Set Date for Public Hearing

B) Consideration of Ordinance Amending Section 10-96 and Section 10- 143 of the Currituck County Code of Ordinances to Permit Certain Commercial Activity at the Whalehead Club at Heritage Park and other County Park Properties

C) Board Appointments:

1. Appointment to Senior Citizen Advisory Board

D) Consent Agenda:

1. Budget Amendments
2. Approval of May 6, 2013 Minutes
3. Charge Levy on Motor Vehicles for February Renewals
4. Request from Knotts Island VFD to Transfer Surplus Vehicle to Pasquotank County School System
5. East Carolina Behavioral Health - March 31, 2013 Fiscal Monitoring Report
6. Request from Knotts Island VFD to do a line item transfer for purchase of turnout gear for new volunteers

E) Commissioner's Report

F) County Manager's Report

Special Meeting

Tourism Development Authority

Presentation of FY 2014 Budget Adjourn

Closed Session

Closed Session pursuant to N.C. Gen. Stat. §143-318.11(a)(3) to consult with the county attorney in order to preserve the attorney-client privilege and to receive advice from the county attorney regarding a potential claim against the county and for the following pending lawsuit: Swan Beach Corolla, LLC, et al. v. Currituck County et al.

Approval of Closed Session Minutes

Adjourn

D) Public Comment

Chairman O'Neal opened the public comment period.

Teresa MacPherson, President of Walnut Island Property Owners Association (POA), read portions of a letter to be mailed to all Walnut Island property owners to advise them of the benefits and responsibilities as a property owner and to request payment of dues. She advised the Commissioners of a 2001 petition which dissolved the POA and requested their support to overturn the petition and reincorporate.

County Attorney Ike McRee was requested to research the matter and work with the POA's attorney, John Morrison, to help the POA.

Commissioner Martin related information from a Tulls Bay Colony resident regarding a grant contest from PetSafe in the amount of \$100,000 for which the County was eligible to apply for construction of a pet park. Commissioner Martin moved to complete the application to enter the contest. Commissioner Gilbert seconded the motion. Motion carried. Application information was given to the County Manager.

There being no further comments, Chairman O'Neal closed the public hearing.

Administrative Reports

A) Update on the NC Floodplain Mapping Program

Randy Mundt, NFIP Planner, gave a presentation on the Biggert-Waters Flood Insurance Reform Act of 2012 and the National Flood Insurance Program (NFIP) and shared dates for upcoming changes to requirements and rates. He related that new flood maps would be forthcoming in the fall of 2013.

Commissioners requested Mr. Mundt's presentation be posted on the County website and that a County point of contact be established for property owners to have their questions answered.

B) Overview and Update of Interfaith Community Outreach

Jennifer Albanese, Executive Director of Interfaith Community Outreach (ICO), gave a presentation on ICO's mission to help those who experience a temporary emergency crisis with emergency assistance. ICO unites partners within faith congregations, outreach organizations, businesses and government agencies with individuals and families in need. Ms. Albanese gave statistics on numbers helped and funding spent and asked for support.

New Business

A) FY 2014 Budget Presentation and Set Date for Public Hearing

County Manager Dan Scanlon presented the proposed budget for FY 2013-14. As Budget Officer, he is required to present a balanced budget. He reviewed the various budgets which comprise the overall budget, explained the revaluation process and how the proposed \$.485 tax rate was derived. The proposed rate is the revenue neutral rate. Additionally, he related the need for relocation and cost breakdown related to the new animal shelter project. The entire budget would be available in the County Manager's Office and on line on the County website.

Commissioner Aydlett requested a copy be located on Knotts Island as well.

Commissioner Gilbert stated she could not support a tax increase without due diligence. It had been a challenge. She commended staff on the preparation.

Commissioner Aydlett briefly described how the budget process transpires and stated the Board is being as judicious as possible as they are also taxpayers.

Chairman O'Neal pointed out that Currituck County, even at \$.485, would still have one of the lowest tax rates in the surrounding area.

Commissioner Petrey stated that some property owners' values decreased greatly and they felt they had lost equity in their properties. He thanked Sandra Hill and the Finance Department for their part in the process.

Mr. Scanlon noted the revaluation process is not finished. Property owners who still had a concern on their property value could contact Tracy Sample, Tax Administrator. The next step would be to present concerns to the Board of Commissioners sitting as the Board of Equalization and Review. The Board of E&R meeting would probably be set for July.

Commissioner Gilbert appreciated the challenge the departments are going to have to face to work within the budget funding allocated to them.

Commissioner McCord expressed his appreciation for the services provided by the County.

Commissioner Martin pointed out that the tax collection rate is 98%. If the rate was outlandish, the collection rate would be a whole lot less.

Commissioner Griggs asked for clarification of the County Manager regarding "increase in taxes" with regard to the amount of taxes to be collected. The County Manager agreed with Commissioner Griggs summation that although some may see an increase, some may see a decrease, but the tax being assessed on the people as a whole would not be increased.

Commissioner Gilbert moved to set the Public Hearing and possible adoption of the FY 2013-2014 Budget for June 3, 2013. Commissioner Martin seconded the motion. Motion carried unanimously.

B) Consideration of Ordinance Amending Section 10-96 and Section 10- 143 of the Currituck County Code of Ordinances to Permit Certain Commercial Activity at the Whalehead Club at Heritage Park and other County Park Properties

County Attorney Ike McRee explained the purpose of the ordinance amendment was to allow the County or its licensee to negotiate with vendors or concessionaires in order to enhance recreational opportunities within the County parks.

Commissioner Martin moved to approve the ordinance amendment. Commissioner Griggs seconded the motion. Motion carried unanimously.

AN ORDINANCE OF THE CURRITUCK COUNTY BOARD OF COMMISSIONERS AMENDING SECTION 10-96 AND SECTION 10-143 OF THE CURRITUCK COUNTY CODE OF ORDINANCES TO PERMIT CERTAIN COMMERCIAL ACTIVITY AT THE WHALEHEAD CLUB AT HERITAGE PARK AND OTHER COUNTY PARK PROPERTIES

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

WHEREAS, pursuant to N.C. Gen. Stat. §153A-169 a county may by ordinance regulate the use of county property.

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

PART I. The Code of Ordinances, Currituck County, North Carolina is amended by rewriting Section 10-96 of the Code of Ordinances to read as follows:

Sec. 10-96. Commercial enterprises.

It shall be unlawful for any person to engage in business, conduct commercial activity, or solicit contributions for any purpose on the facility except when part of a county-sponsored activity or event specifically authorized by the county manager, or licensee operating and managing the facility, or pursuant to a concession license agreement with the county or licensee operating and managing the facility.

PART II. The Code of Ordinances, Currituck County, North Carolina is amended by rewriting Section 10-143 of the Code of Ordinances to read as follows:

Section 10-143. Commercial activity.

(a) Except as indicated in subsection (b), no person may engage in commercial activity, which includes but is not limited to the sale or attempted sale or advertisement for sale of any goods or services on recreational premises.

(b) The provisions of subsection (a) of this section do not apply to county-sponsored activities or other events specifically authorized by the county manager or commercial activity conducted pursuant to a concession license agreement with the county.

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

PART IV. This ordinance is effective upon adoption.

C) Board Appointments

- 1. Appointment to Senior Citizen Advisory Board

Commissioner Petrey moved to reappoint Rose Wright to the Senior Citizen Advisory Board. Commissioner Gilbert seconded the motion. Motion carried unanimously.

D) Consent Agenda:

- 1. Budget Amendments
- 2. Approval of May 6, 2013 Minutes
- 3. Charge Levy on Motor Vehicles for February Renewals
- 4. Request from Knotts Island VFD to Transfer Surplus Vehicle to Pasquotank County School System
- 5. East Carolina Behavioral Health - March 31, 2013 Fiscal Monitoring Report
- 6. Request from Knotts Island VFD to do a line item transfer for purchase of turnout gear for new volunteers

Commissioner Aydlett moved to approve the Consent Agenda. Commissioner Gilbert seconded the motion. Motion carried unanimously.

1. Budget Amendments

<u>Account Number</u>	<u>Account Description</u>	Debit		Credit	
		Decrease Revenue or Increase Expense		Increase Revenue or Decrease Expense	
50535-590001	800 MHz Project	\$	148,973		
50390-495012	T F - Fire Services Fund			\$	148,973
12541-587050	T T - County Govt Construction	\$	148,973		

12390-499900	Appropriated Fund Balance		\$ 148,973
		\$ 297,946	\$ 297,946

Explanation: *Fire Services (12541); 800 MHz Project (50535) - Increase appropriations for completion of the 800MHz radio project.*

Net Budget Effect: Fire Services Fund (12) - Increased by \$148,973.
County Governmental Construction Fund (50) - Increased by \$148,973.

<u>Account Number</u>	<u>Account Description</u>	Debit Decrease Revenue or Increase Expense	Credit Increase Revenue or Decrease Expense
10530-502100	Overtime	\$ 72,000	
10530-503500	Temporary Services	\$ 20,000	
10530-514600	Public Education	\$ 47	
10530-516200	Vehicle Maintenance	\$ 11,000	
10530-532000	Supplies	\$ 2,500	
10530-545000	Contracted Services	\$ 9,500	
10530-553000	Dues and Subscriptions	\$ 1,000	
10530-561000	Professional Services	\$ 150	
10530-561200	Billing Fees	\$ 13,000	
10530-502000	Salaries - Regular		\$ 93,197
10530-502200	Holiday		\$ 12,000
10530-514500	Training and Education		\$ 1,000
10530-514800	Fees Pd to Officials		\$ 1,000
10530-531000	Gas		\$ 5,000
10530-533900	Ambulance Supplies		\$ 5,000
10530-590000	Capital Outlay		\$ 12,000
		\$ 129,197	\$ 129,197

Explanation: *Emergency Medical Services (10530) - Transfer budgeted funds for operations for the remainder of this fiscal year. Salary transfers are to cover positions due to unanticipated FMLA and Worker's Comp absences.*

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

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10550-531002	Aviation Fuel	\$ 37,500	
10550-513000	Utilities	\$ 2,500	
10550-516000	Maintenance & Repair	\$ 1,997	
10550-503500	Temporary Services		\$ 1,997
10350-467100	Aviation Fuel Revenue		\$ 40,000
		\$ 41,997	\$ 41,997

Explanation: *Airport (10550)* - Increase appropriations due to increased fuel sales this fiscal year and transfer to repair tractor.

Net Budget Effect: Operating Fund (10) - Increased by \$40,000.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10460-545000	Contract Services	\$ 3,500	
10460-514000	Travel		\$ 2,000
10460-514500	Training & Education		\$ 1,500
		\$ 3,500	\$ 3,500

Explanation: *Public Works (10460)* - Transfer funds for operations for the remainder of this fiscal year.

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

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10540-532000	Supplies	\$ 1,900	
10540-514000	Travel		\$ 400
10540-514500	Training & Education		\$ 1,500
		\$ 1,900	\$ 1,900

Explanation: *Inspections (10540)* - Transfer funds to replace furniture at the Corolla Office.

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

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10660-503500	Temporary Services	\$ 1,272	
10660-505000	FICA	\$ 97	
10660-514000	Travel	\$ 400	
10660-531000	Gas	\$ 200	
10660-545000	Contract Services	\$ 55	
10330-449900	Miscellaneous Grants Appropriated Fund		\$ 3,750
10390-499000	Balance	\$ 1,726	
		\$ 3,750	\$ 3,750

Explanation: *Planning (10660)* - Increase appropriations to record grant funds for a Planning intern to work 160 hours over the summer of 2013. This is a \$5,000 grant that will be paid out as \$3,750 upfront and the remaining \$1,250 upon completion of the program, which will be in next fiscal year.

Net Budget Effect: Operating Fund (10) - Increased by \$2,024.

Charge Levy on Motor Vehicles for February Renewals

Please charge to the Tax Collector the levy on motor vehicles for February. The following is a breakdown of the assessment and the total tax due:

<u>ASSESSMENT</u>	<u>TAX AMOUNT</u>
\$17,556,716	\$56,181.81

G) Commissioner's Report

Commissioner McCord expressed that he is proud of where he lives, it's a good community.

Commissioner Griggs – no report

Commissioner Martin – Requested County Manager to look into providing electronics dropoff bins similar to Barco Convenience Center in Lower Currituck. A bin was also requested for Moyock.

Commissioner Aydlett stated that the Knotts Island VFD had 10 people to volunteer as a result of the recent community meeting. He appreciated approval of the budget amendment to purchase turnout gear for training the new volunteers.

Commissioner Petrey – no report

Commissioner Gilbert announced the Moyock Small Area Plan public meeting scheduled for June 10, Moyock Methodist Church, 7:00 pm. She also reported the Northeast Workforce Development Board has grants available to businesses for retraining employees. Interested businesses should call 252-426-5753.

Chairman O'Neal – no report.

H) County Manager's Report

County Manager had no report.

Commissioner Aydlett moved to recess the Board of Commissioners meeting and convene as the Tourism Development Authority. Commissioner Gilbert seconded the motion. Motion carried unanimously.

Special Meeting

Tourism Development Authority

Presentation of FY 2014 Budget

County Manager Dan Scanlon presented the FY 2013-2014 Budget for the Tourism Development Authority.

Commissioner Aydlett moved to set the public hearing and possible adoption of the budget for June 3, 2013. Commissioner Gilbert seconded the motion. Motion carried unanimously.

Adjourn

There being no further business, the TDA meeting was adjourned.

Closed Session

Commissioner Gilbert moved to go into Closed Session pursuant to N.C. Gen. Stat. §143-318.11(a)(3) to consult with the county attorney in order to preserve the attorney-client privilege and to receive advice from the county attorney regarding a potential claim against the county and for the following pending lawsuit: Swan Beach Corolla, LLC, et al. v. Currituck County et al. Commissioner Martin seconded the motion. Motion carried unanimously.

After entering closed session, the Board came out of Closed Session and Commissioner Gilbert moved to go back into Closed Session pursuant to N.C. Gen. Stat. §143-318.11(a)(6) to discuss personnel matters. Commissioner Martin seconded the motion. Motion carried unanimously.

Adjourn

There being no further closed session items, the Closed Session was adjourned.

After reconvening from closed session, no action was taken.

There being no further business, the meeting adjourned.