



Chatham County, NC

Meeting Agenda - Final-revised

Board of Commissioners

Monday, September 18, 2017

6:00 PM

Historic Courthouse Courtroom

Work Session - 2:00 PM - Historic Courthouse Courtroom

PUBLIC INPUT SESSION

The Public Input Session is held to give citizens an opportunity to speak on any item. The session is no more than thirty minutes long to allow as many as possible to speak. Speakers are limited to no more than three minutes each and may not give their time to another speaker. Speakers are required to sign up in advance. Individuals who wish to speak but cannot because of time constraints will be carried to the next meeting and given priority. We apologize for the tight time restrictions. They are necessary to ensure that we complete our business. If you have insufficient time to finish your presentation, we welcome your comments in writing.

BOARD PRIORITIES

[17-2335](#) 2017 Third Quarter Employee of the Quarter Award-Cara Coppola, Planner II, Planning Department

[17-2313](#) Vote on a request to adopt Resolution to Slow the Climate Crisis by Reducing Methane Emissions from Natural Gas Systems

Attachments: [Methane Resolution](#)

[17-2317](#) Receive Annual Report from the Environmental Review Advisory Committee

Attachments: [ERAC Report FY 2016 - 2017](#)

[ERAC 2016 - 2017 Presentation](#)

[17-2325](#) Receive the Transportation Advisory Committee 2016-2017 Annual Report.

Attachments: [Annual Report 2017](#)

[TAC roster](#)

[TAC Presentation](#)

[17-2326](#) A request to receive the Durham Chapel Hill Carrboro Metropolitan Planning Organization Metropolitan Planning Organization (DCHC MPO) presentation and comment on Chatham County Projects being considered in the 2045 Metropolitan Transportation Plan (MTP).

Attachments: [More Information from Planning Department Website](#)

[PowerPoint Presentation](#)

[Map of Chatham Specific Highway Projects - 2045 MTP Alternatives Analysis](#)

[17-2318](#) Vote on a request to approve Proposed Revisions to the Advisory Committee Policy & Addendums

Attachments: [Advisory committee policy proposed changes Sept 18 2017](#)

[Advisory committee policy addendum proposed revisions Sept 2017](#)

[17-2334](#) Vote on a request to approve Formation and Organization of Human Relations Task Force

Attachments: [Human Relations recommendations for Sept 2017 BOC meeting 2](#)

[17-2314](#) Request to appoint Chatham County Commissioner to the Aging Plan Steering Team

Attachments: [AgingPlanSteeringTeamLetter](#)

[17-2315](#) Set Dates of January 2018 Board of Commissioners Retreat.

CLOSED SESSION

[17-2337](#) Closed Session to discuss matters relating to economic development.

ADJOURNMENT

End of Work Session

Regular Session - 6:00 PM - Historic Courthouse Courtroom

INVOCATION and PLEDGE OF ALLEGIANCE

CALL TO ORDER

APPROVAL OF AGENDA and CONSENT AGENDA

The Board of Commissioners uses a Consent Agenda to act on non-controversial routine items quickly. The Consent Agenda is acted upon by one motion and vote of the Board. Items may be removed from the Consent Agenda and placed on the Regular Agenda at the request of a Board member or citizen. The Consent Agenda contains the following items:

- [17-2327](#) Vote on a request to approve the August 21, 2017 Work and Regular Session Minutes

Attachments: [Draft Minutes 08.21.2017](#)
- [17-2338](#) Vote on a request by The Sprott Center to use a portion of the money designated for renovations for technology for a computer lab.
Attachments: [Sprott Youth Center Computer Request](#)
- [17-2339](#) Vote on a request to accept up to \$33,400 in the current fiscal year for funding of nutritionist position.
- [17-2270](#) Vote on a request to approve \$717.53 Travel Reimbursement from Healthiest Cities & Counties
- [17-2271](#) Vote on a request to approve \$11,597 Maternal Health, Family Planning and Child Health - State Funds Reduction
Attachments: [\\$11,597 MH - CH - FP - State Funds Reduction](#)
- [17-2272](#) Vote on a request to approve \$14,623 Minority Diabetes Prevention Program Funds.
Attachments: [\\$14,623 Diabetes Funds](#)
- [17-2306](#) Vote on a request to approve \$592 Sexually Transmitted Diseases (STD) Treatment Funds.
Attachments: [\\$592 Communicable Disease Funds Addendum](#)
- [17-2303](#) Vote on a request to approve the re-naming of one private road in Chatham County
Attachments: [ABE BURNETT PETITION](#)
[ABE BURNETT MAP](#)
- [17-2308](#) Vote on a Request to Approve a Pyrotechnics Display at the Bennett Baptist Church, 68 E. Bonlee Street, Bennett, NC 27208, on October 28, 2017.
Attachments: [Attachment A-N.C.G.S 14-410 N.C.G.S.14-413.pdf](#)
[Attachment B-Pyrotechnics Letter of Request.pdf](#)
[Attachment C-NC Pyrotechnics Operators License.pdf](#)
[Attachment D-Certificate of Insurance.pdf](#)
[Attachment E-ATF License.pdf](#)
[Attachment F-Display Area Site Map.pdf](#)

- [17-2309](#) Vote on a request to approve Annual Settlement and Order of Collection
Attachments: [FY16-17 Annual Settlement \(Signed by Kep Kepley 8-9-17\)](#)
[Order of Collection](#)
- [17-2310](#) Vote on a request to approve Animal Control Ordinance with revisions.
Attachments: [8-28-17 Ordinance](#)
- [17-2307](#) Vote on a request to adopt Project Ordinance concerning body cameras for the Sheriff's Office. Approve the purchase of body cameras on GSA contract in the amount of \$74,417.44 from Watchguard. Approve trade in of in car camera microphones.
Attachments: [Project Ordinance Body Cameras v1](#)
[Chatham CT SD-NC - VISTA Charging Base Kit - GSA Quote](#)
[Chatham CT SD-NC - VISTA WF with Back Office -New EL4- GSA Quote](#)
- [17-2266](#) Vote on a request to adopt a resolution proclaiming September 2017 as World Rabies Awareness Month
Attachments: [September 2017 - BOC World Rabies Awareness Month](#)
- [17-2320](#) Vote on a request to approve Tax Releases and Refunds
Attachments: [August 2017 Release and Refund Report](#)
[August 2017 NCVTS Pending Refund Report](#)
[July 2017 Manual NCVTS Pending Refund Report](#)
- [17-2321](#) Vote on a request to approve Tax Department - Tax Write-Off
- [17-2322](#) Vote on a request by Freehold Communities on behalf of F-L Legacy Owner, LLC for subdivision Preliminary Plat review and approval of The Legacy, Phase 4A2, consisting of 43 lots on 8.56 acres, located off Big Woods Road, S. R. 1716, Williams and New Hope Townships, parcel #17378.
Attachments: [Hyperlink](#)
- [17-2323](#) Vote on a request to approve by Lee Bowman, Project Manager on behalf of NNP Briar Chapel, LLC for subdivision Preliminary Plat review and approval of **SD East**, consisting of 11 lots which includes 7 non-residential subdivision lots, 2 exempt over 10 acre lots, and 2 stormwater pond lots, located off US HWY 15-501, on 31.31 acres, Baldwin Township, parcel #18911
Attachments: [More Information from Planning Department Website](#)
- [17-2329](#) Vote on a request to approve Fiscal Year 2017-2018 Budget Amendments
Attachments: [Budget Amendment 2017-2018 Sept](#)

[17-2336](#)

Vote on a request to authorize Larilee Isley to sign Chatham County Agriculture & Conference Center Rental Agreements.

Attachments: [Final Event Contract.dotx](#)

End of Consent Agenda

PUBLIC INPUT SESSION

The Public Input Session is held to give citizens an opportunity to speak on any item. The session is no more than thirty minutes long to allow as many as possible to speak. Speakers are limited to no more than three minutes each and may not give their time to another speaker. Speakers are required to sign up in advance. Individuals who wish to speak but cannot because of time constraints will be carried to the next meeting and given priority. We apologize for the tight time restrictions. They are necessary to ensure that we complete our business. If you have insufficient time to finish your presentation, we welcome your comments in writing.

PUBLIC HEARINGS

[17-2324](#)

A Legislative public hearing request by Elkins Sawmill to rezone a portion of property, consisting of approximately 57.41 acres, located off of King Road, Parcel No. 5595, from R1, Residential to IH, Heavy Industrial.

Attachments: [More Information from Planning Department Website](#)

BOARD PRIORITIES

[17-2316](#)

Vote on a request to adopt Resolution Proclaiming September 2017 as Senior Center Month

Attachments: [SeniorCenterMonth2017 \(1\) \(2\)](#)

[17-2165](#)

Vote on a request by NNP Briar Chapel for a revision to the Chatham County Compact Community Ordinance, Section 6.2 Maximum Size, to increase the dwelling unit cap from 2,500 to 2,650.

Attachments: [More Information from Planning Department Website](#)

[17-2168](#)

Vote on a request by NNP Briar Chapel for a revision to the Conditional Use Permit to (1) revise the civic site at the intersection of Andrews Store Rd and Parker Herndon Rd (possible Chatham County elementary school site) on master plan to allow for full development of the site (rather than just 2 acres as shown), (2) create the possibility of having up to 2,650 residential units (currently approved for 2,500), (3) revise the master plan map to reduce the perimeter buffer (a) from 100' to 50' along the frontage with Chapel in the Pines church (at the church's request); (b) from 100' to 50' along the short boundary with Duke Energy ROW at SD-N; and (c) from 100' to 75' along Phase 15-S boundary to eliminate the need to build a retaining wall within the perimeter buffer, (4) revise the color key table on the master plan map to reflect adjustments to residential densities in particular locations, and (5) update the moderately priced dwelling unit requirement for any increase above the original 2,389 approved units.

Attachments: [More Information from Planning Department Website](#)

MANAGER' S REPORTS**COMMISSIONERS' REPORTS****ADJOURNMENT**



Chatham County, NC

Text File

File Number: 17-2335

Agenda Date: 9/18/2017

Version: 1

Status: Work Session

In Control: Human Resources

File Type: Agenda Item

2017 Third Quarter Employee of the Quarter Award-Cara Coppola, Planner II, Planning Department

Action Requested: Award Cara Coppola with the Employee of the Quarter Award

Introduction & Background: Cara Coppola has worked as an entry-level planner in our Planning Department for just over a year, but boy, what a year it has been! She hit the ground running from the moment she started, taking on the coordination of the Transportation Advisory Committee and Chatham's participation in regional transportation efforts. More importantly, in this short time, she has evolved into the project manager for the comprehensive planning process which involves meeting with the steering committee and consultants, meeting and presenting materials to advisory boards throughout the county, updating the website, and reviewing documents and drafts. This is by far the largest long-range planning efforts in recent years, and has a tremendous impact on the county's growth and development plan for years to come.

Cara's work on this project is immeasurable and the plan would not be progressing as well as it is without her efforts. This work is far above what is expected of an entry-level planner and far beyond the initial scope of her job. It is because of her excellent work and leadership on this project that she is being nominated for the Employee of the Quarter award.

Discussion & Analysis: None

Budgetary Impact: None

Recommendation: None



Chatham County, NC

Text File

File Number: 17-2313

Agenda Date: 9/18/2017

Version: 1

Status: Work Session

In Control: Board of Commissioners

File Type: Resolution

Agenda Number:

Vote on a request to adopt Resolution to Slow the Climate Crisis by Reducing Methane Emissions from Natural Gas Systems

Action Requested: Vote on a request to adopt Resolution to Slow the Climate Crisis by Reducing Methane Emissions from Natural Gas Systems

Introduction & Background: The Climate Change Advisory Committee was presented a resolution by NC Warn. The Committee considered the resolution at its July 13th meeting. After making several edits, the Committee approved the attached resolution.

Discussion & Analysis:

Budgetary Impact: N/A

Recommendation: Motion to adopt Resolution to Slow the Climate Crisis by Reducing Methane Emissions from Natural Gas Systems



Established 1771

CHATHAM COUNTY COMMISSIONERS

Jim Crawford, Chairman
Diana Hales, Vice Chair
Mike Dasher
Karen Howard
Walter Petty

COUNTY MANAGER

Renee Paschal

P. O. Box 1809, Pittsboro, NC 27312-1809 • Phone: (919) 542-8200

Resolution of the Chatham County Board of Commissioners

RESOLUTION TO SLOW THE CLIMATE CRISIS BY REDUCING METHANE EMISSIONS FROM NATURAL GAS SYSTEMS

WHEREAS, an unprecedented, three-year global heat wave,ⁱ ongoing sea level rise and increasingly intense weather extremes are adversely affecting communities, wildlife and property in North Carolina and around the world;ⁱⁱ

WHEREAS, we are quickly running out of time to slow this enormous challenge before it accelerates under its own momentum beyond our control;

WHEREAS, methane has a significantly greater global warming potential than carbon dioxide,ⁱⁱⁱ and in the opinion of some leading researchers, has become the driving force behind the rapid heating of the planet;^{iv}

WHEREAS, large amounts of natural gas – which is mostly methane – are being vented and leaked directly into the air from various gas equipment, with emissions measured at rates of up to 12% of the total gas produced by wells using fracking technology;^v

WHEREAS, some researchers believe that methane emissions are increasing rapidly and the increases are largely due to US fracking^{vi} and utilities' expanded use of gas to generate electricity;^{vii}

WHEREAS, methane emissions and leaks from oil and gas extraction are largely unregulated at the Federal level and the US EPA has announced an intention to delay regulation further;^{viii}

WHEREAS, reducing methane emissions can be achieved quickly and cost-effectively while creating thousands of jobs;^{ix}

WHEREAS North Carolina has been a leader in pursuing renewable and carbon-free energy;^x and

WHEREAS, immediately reducing methane emissions from US natural gas systems can help slow global warming, and provide time to replace fossil fuels with cheaper clean energy such as solar, wind, biofuel, and storage technologies;^{xi} now therefore be it

RESOLVED that the Chatham County Board of Commissioners recommends that North Carolina Governor Roy Cooper appoint a panel of experts to consider and report on measures to reduce methane emissions and move North Carolina towards carbon-free and renewable energy, including the following actions:

1. Analysis and findings, delivered by December 31, 2017, identifying the sources of natural gas used in North Carolina and the quantities of natural gas originating from fracking operations that are used in or transported through North Carolina, and the regulations that apply in the States of origin;
2. Recommended policies, delivered by December 31, 2018 to ensure that natural gas used in or transported through North Carolina is produced in a manner that minimizes and controls methane emissions associated with its production, transportation, and end use; and
3. Findings and recommendations by December 31, 2018, as to whether there is a need for new natural gas-fired power plants or pipelines to be constructed in North Carolina, given the availability of carbon-free and renewable energy in the State, and impacts a moratorium on new gas power plants and pipelines in North Carolina would cause.

This resolution is effective upon adoption.

Adopted, this the ____ day of _____.

James G. Crawford, Chairman
Chatham County Board of Commissioners

ATTEST:

Lindsay K. Ray, NCCCC, Clerk to the Board
Chatham County Board of Commissioners

ⁱ NOAA and NASA reported that 2016 was the hottest year on record for the global average, the third consecutive record-setting year. “[Earth sets heat record for third straight year](#),” Associated Press, January 19, 2017.

ⁱⁱ “[Global warming’s fingerprints seen in 24 weird weather cases](#),” Associated Press, December 15, 2016.

ⁱⁱⁱ US Environmental Protection Agency, in discussing the Intergovernmental Panel on Climate Change Global Warming Potential estimates notes, “*Because all GWPs are calculated relative to CO₂, GWPs based on a shorter timeframe will be larger for gases with lifetimes shorter than that of CO₂, and smaller for gases with lifetimes longer than CO₂. For example, for CH₄, which has a short lifetime, the 100-year GWP of 28–36 is much less than the 20-year GWP of 84–87*”. See [https://www.epa.gov/ghgemissions/understanding-global-warming-potentials#Learn why](https://www.epa.gov/ghgemissions/understanding-global-warming-potentials#Learn%20why).

^{iv} Dr. Robert Howarth from Cornell University stated at a [December 13, 2016 press conference](#), “So the take-home message is that shale gas and shale oil development in the United States is having a demonstrable effect on atmospheric methane and that is causing the increased rate of global warming we’re seeing.” Leading climatologist James Hansen has said. The growth rate of climate forcing due to human-caused greenhouse gases (GHGs) increased over 20 % in the past decade mainly due to resurging growth of atmospheric CH₄, thus making it increasingly difficult to achieve targets such as limiting global warming to 1.5 °C or reducing atmospheric CO₂ below 350 ppm”. James Hansen, et al., “[Young People’s Burden: Requirement of Negative CO₂ Emissions](#),”

Earth System Dynamics, October 4, 2016.

^v Fracking for natural gas leads to an average of 5.8% of natural gas produced leaking into the atmosphere over the lifetime of the well. Dr. Drew T. Shindell, Duke University, "[The social cost of atmospheric release](#)," Climatic Change, May 2015. However, methane emissions rates have been observed to be as high as 12% over the supply chain from well head to power plant. Dr. Robert W. Howarth, Cornell University, "[Methane emissions: The greenhouse gas footprint of natural gas](#)," September 2016.

^{vi} See reference to Dr. Howarth in #4 above. Over two-thirds of all natural gas produced in the US now comes from wells that have been fracked (drilled using hydraulic fracturing). US Energy Information Administration, "[Hydraulically fractured wells provide two-thirds of US natural gas production](#)," May 5, 2016.

^{vii} The electric power industry accounted for 35% of US natural gas consumption in 2015. US Energy Information Administration, "[Natural gas explained: Use of natural gas](#)," October 18, 2016.

^{viii} EPA has proposed to stay Oil and Gas Standards for two years, 82 FR 27645, June 16, 2017. However some States are moving forward with regulations. Ziropiannis, Nikolaos, et al. "State regulation of unconventional gas development in the US: An empirical evaluation." *Energy Research & Social Science* 11 (2016): 142-154.

^{ix} A 2014 study prepared for the Environmental Defense Fund found that over 76 firms in the US – most of them small businesses – provide methane mitigation technologies and services. Datu Research, [The Emerging US Methane Mitigation Industry](#), October 2014. Another 2014 Environmental Defense Fund study found that a 40% reduction of onshore US methane emissions is achievable with existing technologies and techniques and would save the US economy and consumers \$100 million per year. ICF International, [Economic Analysis of Methane Emission Reduction Opportunities in the US Onshore Oil and Natural Gas Industries](#), March 2014.

^{x x} [North Carolina State Profile and Energy Estimates](#), U.S. Energy Information Agency, <https://www.eia.gov/state/?sid=NC>.^x

^xNorth Carolina ranks third among States in potential to create biogas. [Biogas Potential in the United States](#), National Renewable Energy Laboratory, US Department of Energy, <http://www.nrel.gov/docs/fy14osti/60178.pdf>.

^{xi} Cornell University's Dr. Howarth has repeatedly said that, "The climate responds very quickly to methane, so if we reduce our methane emissions from shale gas now, we will slow the rate of global warming, in fact, that is the only way to avoid irreversible harm to the climate." Dr. Robert W. Howarth, Cornell University, "[Methane emissions: The greenhouse gas footprint of natural gas](#)," September 2016.



Chatham County, NC

Text File

File Number: 17-2317

Agenda Date: 9/18/2017

Version: 1

Status: Work Session

In Control: Environmental Quality

File Type: Agenda Item

Receive Annual Report from the Environmental Review Advisory Committee

Action Requested: Receive Annual Report from the Environmental Review Advisory Committee

Introduction & Background: ERAC reviewed Environmental Impact Statements, Watershed Ordinance revision requests, and discussed environmental issues in the County and prepared an annual report with corresponding PowerPoint presentation

Discussion & Analysis: The ERAC committee chair, Terry Schmidt, will present the ERAC Annual Report

Budgetary Impact: None

Recommendation: Receive the Annual Report from ERAC

Name of Committee:	Environmental Review Advisory Committee	
Date of Presentation:	TBD	
Time Period Covered:	January 1, 2016 through December 31, 2016	
# of Meetings Held During Period (including any special meeting or community input)	9	
MISSION & GOALS – Summarize concisely the committee’s mission (charge), key goals, objectives and measures below. You may also attach as a separate document, but limit to no more than one page single-spaced.		
<p>The mission of the Environmental Review Advisory Committee (ERAC) is to:</p> <ul style="list-style-type: none"> • Advise the Board of Commissioners on matters affecting the environment and the protection of natural resources in Chatham County. • Provide advice to the County Commissioners on environmental policy and county ordinances, including the watershed ordinance and long-range planning updates. • Assist County staff with peer review of required state and federal environmental permits for projects in the county. • Review State and Federal environmental projects and monitor data on development projects as needed. • Conduct special projects, as requested, to protect the environment. • Recommend initiatives on advancing good environmental stewardship. • Work with the municipal governments of Chatham County and other jurisdictions to cooperate on environmental issues of common concern as appropriate. <p>The Environmental Review Advisory Committee also serves as the Watershed Review Board (WRB).</p>		
ACCOMPLISHMENTS & ACTIVITIES – Summarize concisely below the committee’s major accomplishments and activities of the past year. This should include reports, research, projects, public input, etc. Be sure to identify how they relate to specific goals, objectives or measures. You also may attach as a separate document but limit to no more than one page single-spaced.		
<p>As the ERAC:</p> <ul style="list-style-type: none"> • Presented information on SolarBee technology to the BOC¹, leading to preparing the SolarBee Resolution² which was adopted by the BOC. This action supported the removal of the SolarBee devices from Jordan Lake. • Reviewed implications of land applied sludge regarding 1,4-Dioxane entering the Haw and Deep Rivers. • Reviewed coal ash monitoring reports. • Provided inputs to the Comprehensive Plan. • Reviewed Sanford WWTP notice of violation on Charah’s self-sampling of coal ash leachate • Reviewed coal ash air, water and biosolids sampling reports. 		

¹ Presentation to BOC of ERAC SolarBee Report, February 2016

² Resolution Urging State Action to Effectively Improve Jordan Lake Water Quality, May 2, 2016

- Presented information to ERAC and the Comprehensive Plan Steering Committee on new approaches to wastewater management.
- Performed two EIA reviews: Extra Garage IV and Golf Cart Guys

As the WRB Revised the Watershed Protection Ordinance (WPO) for these additional uses:

- Solar Farms that: (1) Disturb tree cover less than the built-upon area percentage for the corresponding watershed (i.e., Solar Farms in WS-III can disturb less than 12% of existing tree cover), and (2) Use only crystalline silica photovoltaic solar panels
- Office – Business and Professional requirements
- Events Centers Limited requirements

Revision to WPO allowing a special non-residential intensity allocation (SNIA) for WS-IVPA to WPO for the Moncure Megasite

Provided a revised Text Amendment Request Application to County Planning Staff for consideration

BARRIERS & CHALLENGES – Identify any barriers or challenges that make it difficult for the committee to achieve goals or objectives. Limit to the space provided below

- Need to seek approaches, possibly through local media, to raise the profile of Environmental Resources in Chatham County
- Need process to define triggers that refer Environmental Impact Assessments to the ERAC

RECOMMENDED CHANGES: Please list any recommendations to the Board of Commissioners related to the changes in the advisory committee’s membership, mission, goals, objectives or other related issues.

In addition to its assigned responsibilities, the Committee wishes to continue its monitoring activities of the following issues of environmental interest to Chatham County:

- Hydraulic fracturing impact on neighborhood and county-wide environments
- Chatham Park and other large-scale development and infrastructure projects
- Water quality issues in Jordan Lake
- Coal ash fill at the Brickhaven Mine site
- Pending revisions to the Chatham County land use ordinances that impact the County environment
- Options for County incentives for innovative wastewater management infrastructures.
- Implementation of priority environmental recommendations in support of County staff

Environmental Review Advisory Committee (ERAC)

2016 Report

ERAC 2016

Report period: January 1, 2016 through December 31, 2016

Meetings held: 9

Membership in 2016:

- Terry Schmidt, Chair
- Sherri Steuwer, Vice Chair
- Ray Bode
- Elaine Chiosso
- Jerry Cole
- Vic D'Amato
- Fran DiGiano
- Luke Groff
- Mary Beth Koza
- Dave Mattison
- Graham Swift

ERAC Mission & Goals

- The mission of the Environmental Review Advisory Committee (ERAC) is to:
 - Advise the County Commissioners on matters affecting the environment and the protection of natural resources in Chatham County.
 - Advise the County Commissioners on environmental policy and county ordinances, including the watershed ordinance and long-range planning updates.
 - Assist County staff with peer review of required state and federal environmental permits for projects in the county.
 - Review State and Federal environmental projects and monitor data on development projects as needed.
 - Conduct special projects, as requested, to protect the environment.
 - Recommend initiatives on advancing good environmental stewardship.
 - Work with the municipal governments of Chatham County and other jurisdictions to cooperate on environmental issues of common concern as appropriate.
- The Environmental Review Advisory Committee also serves as the Watershed Review Board (WRB).

Accomplishments and Activities

As the ERAC

- Presented information on SolarBee technology to the BOC (Feb 2016), leading to preparing the SolarBee Resolution which was adopted by the BOC. This action supported the removal of the SolarBee devices from Jordan Lake.
- Performed two EIA reviews: Extra Garage IV and Golf Cart Guys.
- Reviewed implications of land applied sludge regarding 1,4-Dioxane entering the Haw and Deep Rivers.
- Reviewed coal ash air, water and biosolids sampling reports.
- Reviewed coal ash monitoring reports.
- Provided inputs to the Comprehensive Plan.
- Presented information to ERAC and the Comprehensive Plan Steering Committee on new approaches to wastewater management.
- Reviewed Sanford WWTP notice of violation on Charah's self-sampling of coal ash leachate.
- Resolution urging state action to effectively improve Jordan Lake Water Quality, May 2, 2016.

Accomplishments and Activities (continued)

As the WRB Revised the Watershed Protection Ordinance (WPO) for these additional uses:

- Solar Farms that: (1) Disturb tree cover less than the built-upon area percentage for the corresponding watershed (i.e., Solar Farms in WS-III can disturb less than 12% of existing tree cover), and (2) Use only crystalline silica photovoltaic solar panels.
- Office – Business and Professional requirements.
- Events Centers Limited requirements.

Revision to WPO allowing a special non-residential intensity allocation (SNIA) for WS-IVPA to WPO for the Moncure Megasite.

Provided a revised Text Amendment Request Application to County Planning Staff for consideration.

Barriers and Challenges

- Need process to define triggers that refer Environmental Impact Assessments to the ERAC.
- Need to seek approaches, possibly through local media, to raise the profile of Environmental Resources in Chatham County.

Recommended Changes

In addition to its assigned responsibilities, the Committee wishes to continue its monitoring activities of the following issues of environmental interest to Chatham County:

- Hydraulic fracturing impact on neighborhood and county-wide environments.
- Chatham Park and other large-scale development and infrastructure projects.
- Water quality issues in Jordan Lake.
- Coal ash fill at the Brickhaven Mine site.
- Pending revisions to the Chatham County land use ordinances that impact the County environment.
- Options for County incentives for innovative wastewater management infrastructures.
- Implementation of priority environmental recommendations in support of County staff.



Chatham County, NC

Text File

File Number: 17-2325

Agenda Date: 9/18/2017

Version: 1

Status: Work Session

In Control: Planning

File Type: Agenda Item

Agenda Number:

Receive the Transportation Advisory Committee 2016-2017 Annual Report.

Action Requested:

Request to receive the Transportation Advisory Committee 2016-2017 Annual Report to the Board of Commissioners as required by Chatham County Citizen Advisory Committees Policy.

Introduction & Background:

The Chatham County Board of Commissioners established the Transportation Advisory Committee in Feb 2010 to provide county policy makers recommendations on transportation related issues and serve as a venue for public discourse in all matters related to transportation. As per Chatham County Citizen Advisory Committees Policy, the Transportation Advisory Committee is required to present an Annual Report to the Board of Commissioners.

Discussion & Analysis:

A presentation will be provided as an overview of the mission, accomplishments, challenges, and recommendations from the Transportation Advisory Committee.

Recommendation:

Receive the Annual Report

ADVISORY COMMITTEE SUMMARY ANNUAL REPORT

NOTE: Attached is the current list of members and identify officers.

Name of Committee:	Transportation Advisory Committee	
Date of Presentation:	September 18th 2017	
Time Period Covered:	July 2016 to Sept 2017	
# of Meetings Held During Period (including any special meeting or community input)	7 and 1 informational meeting	
<p>MISSION & GOALS – Summarize concisely the committee’s mission (charge), key goals, objectives and measures below. You also may attach as a separate document, but limit to no more than one page single-spaced.</p> <p>Mission: Identifies and studies issues and makes recommendations to the Board of Commissioners, and serve as a venue for public discourse on transportation and related issues. Pursues the long-term goal to have a sustainable transportation system that offers access to various modes of transportation for people and goods.</p> <p>TAC Strategic Plan Goals: The TAC (1.) Is a viable means for public participation in transportation decisions; (2.) Provides guidance and recommendations to BOC and county staff on transportation planning activities; (3.) Provides meaningful guidance/recommendations to BOC and county staff on prioritizing transportation projects that impact Chatham residents; (4.) Collaborates with existing agencies to provide convenient and accessible transportation options and services; (5.) Serves as a vehicle to identify public concerns about transportation safety in the county; (6.) Encourages multiple modes of transportation in Chatham County.</p>		
<p>ACCOMPLISHMENTS & ACTIVITIES – Summarize concisely below the committee’s major accomplishments and activities of the past year. This should include reports, research, projects, public input, etc. Be sure to identify how they relate to specific goals, objectives or measures. You also may attach as a separate document but limit to no more than one page single-spaced.</p> <p>1. Serves as Recommending Body for development of Long Range Planning Documents. Aligns with TAC Strategic Plan Goal #1 and Goal #2. The TAC continues to support the development of the Comprehensive Transportation Plans (County side adopted February 2nd, 2017, MPO side slated for adoption this Fall), and County Comprehensive Land Use Plan Transportation element (slated for BOT adoption June 2017), as well as aids in the draft State Transportation Improvement Program development (slated for adoption this fall) with meaningful public input and participation.</p> <p>2. Promotion of Multimodal Transportation. The Committee developed a speaker series to learn more about the latest information on different transportation related topics such as Chatham Transit, Haw River Trail development in Alamance County, Siler City Airport, Travel & Toursim, and various others. The Comprehensive Plan promotes multi-modal transportation. This Aligns with Goal #3 and Goal #6.</p> <p>3. Diverse Representation on the TAC. New members were introduced in Fall 2016 with new transportation specialties and Cary seat filled for a representative to be included on information covered at meetings.</p> <p>4. Encouraged Public Input and served as a venue Public Discourse on various citizen issues brought to the Committee. Including 15-501, Comprehensive Plan, Chatham Church Rd bridge, etc. This achieved Goal #5.</p> <p>5. Formal Adoption of the update Strategic Plan July 2016.</p> <p>6. Recommended SPOT 5.0 projects.</p>		

BARRIERS & CHALLENGES – Identify any barriers or challenges that make it difficult for the committee to achieve goals or objectives. Limit to the space provided below.

1. The TAC continues to stay involved and abreast of long range planning projects, recognizing the impacts of the approval of Chatham Park and other growth pressures evolving across the county. There is a major concern for the pressure put on major N-S Connectors and E-W Connectors and rural roads that will develop into more heavily used secondary routes.
2. Diverse Representation needed. Low representation from minority populations and Western half of the County.

RECOMMENDED CHANGES: Please list any recommendations to the Board of Commissioners related to the changes in the advisory committee’s membership, mission, goals, objectives or other related issues.

1. One meeting a year to look at data on traffic to keep informed of growth.
2. Meet Quarterly - reassess next Spring.

OTHER INFORMATION: Provide any other information or observations that the Board of Commissioners should know about. Provide in the space below.

Transportation Advisory Committee

Wednesday, July 19, 2017

Purpose: The Transportation Advisory Board's purpose is to identify and study issues and make recommendations to the county commissioners on transportation and related issues. The long-term goal is to have a sustainable transportation system that offers access to various modes of transportation for people and goods

Bylaws

Comes under the BOC's Advisory Committee Policy. Has a total of eleven (11) voting members and up to eight (8) non-voting members. Each commissioner appoints two (2) voting members from a list of recommended candidates to ensure geographic representation. The non-voting members (up to eight) may represent Chatham County government, Chatham Transit Network, incorporated towns in the county or other appropriate organizations. The voting members also should have knowledge or experience in one or more of the following: Non-motorized transportation, Public transportation, Personal motor vehicles, Large, slow-moving or commercial vehicles, Public safety, Transportation & the economy, Transportation & the environment, Transportation & society (community)

Name	Complete Address	Work Phone	Home Phone	Fax Number	Email Address	Type of Seat Held	Date of Org Appt	Date of Last Appt	Term Exp	# of Terms Served	Length Of Term	District of Appointee
Vacant	NC					Non-Voting				0		Cary
Mr. Matt Alexander	4122 Fearrington Post, Pittsboro, NC 27312		919 533-6683		pmalex@msn.com	Member	17-Sep-12	20-Jul-15	30-Jun-18	1	3	District 1
Ms. Jo Ann Beal	1689 Lydia Perry Rd, Bear Creek, NC 27207		919 971 9334		jab0720@gmail.com	Member	20-Jul-15	20-Jul-15	30-Jun-18	0	3	District 5
Ms. Nicole Brown	155 Wildwood Drive, Pittsboro, NC 27312		919-704-6451		nrlking2@ncsu.edu	Non-Motorized	19-Sep-16	19-Sep-16	30-Jun-19	0	3	District 4
Mr. Al Capehart	36 Lockville Street, Pittsboro, NC 27312	919-260-9866	919-542-0022		santa@santaal.com	Non-Motorized	19-Sep-16	19-Sep-16	30-Jun-19	0	3	District 2
Mr. Larry Cheek	PO BOX 336, Siler City, NC 27344		663-2852		jiche48@gmail.com	Non-Voting	19-Apr-10	19-Apr-10		0		Siler City
Mr. Scott Evenson	153 Sky Lane, Pittsboro, NC 27312		542-5198		waseca1@gmail.com	Member	16-Jul-12	20-Jul-15	30-Jun-18	1	3	At large
Mr. Michael Fiocco	353 Hillisboro Street, Pittsboro, NC 27312	919-490-1645	542-9881		Michael@MAFiocco.com	Non-Voting	19-Apr-10	19-Apr-10		0		Pittsboro
Mr. Lynn Gaines	PO BOX 284, Goldston, NC 27252	919-548-0433 call	919-898-4613		gaines.lynn@yahoo.com	Non-Voting	19-Apr-10	19-Apr-10		0		Goldston
Mr. Roy Girolami	473 Mt Pisgah Church Rd., Apex, NC 27523		919-362-5759		rgirolami@icloud.com	Member	20-Jul-15	19-Jun-17	30-Jun-20	0	3	District 1
Ms. Diana Hales <i>Mr. Mike Pusker</i>	PO BOX 1809, Pittsboro, NC 27312	919-542-8200			diana.hales@chathamnc.org	County Commissioner				0		Full Board
Mr. Keith McLaurin	2075 McLaurin Rd., Siler City, NC 27344		408 313 4077		KeithMcLaurin@Gmail.com	Public Trans	17-Jul-17	17-Jul-17	30-Jun-18	0	3	District 3
Ms. Jamie Nunnally	923 Redbud Rd, Pittsboro, NC 27312	919-685-9319			jamien1@yahoo.com	Member	20-Jul-15	19-Jun-17	30-Jun-20	0	3	District 5

Ms. Jennifer Park	Pittsboro, NC 27312	919-542-8444	Jennifer.Park@cha thamnc.org	Non- Voting Public Health	0	Health Dep
Mr. Edmund Regan	72007 Wilkinson Hill, NC 27517	(919) 903-8538 919-642-1055	edmund.regan@nc.gov edmund.regan@nc.gov	Non- Motorized	1	District 2
Ms. Melissa Starr	1377 Sanford Road, Pittsboro, NC 27312	919.818.6718	mstarr@pittsboron c.gov	Non- Motorized	0	District 3
Ms. Anna Testerman	480 Hillsboro Street, Pittsboro, NC 27312	919-542-5136	a.testerman@chat hamtransit.org	Non- Voting	0	Chatham T ransit
Mr. Don Wollum	174 S. Fawn Forest Lane, Pittsboro, NC 27312	919-451-6812	donwollum@centur ylink.net	Member	0	District 4

→ reganed@nc-rr.com



Chatham County Transportation Advisory Committee (TAC)

Annual Report to Board of Commissioners
September 18, 2017

TAC Mission & Goals

- ✓ To advise the Board of Commissioners
- ✓ To serve as a venue for public discourse in matters related to transportation impact including:
 - ✓ Public health
 - ✓ Economics
 - ✓ Environment
 - ✓ Inclusiveness
 - ✓ Education
 - ✓ Quality of life
- ✓ To achieve a sustainable, multi-modal transportation system that provides mobility and access for people and goods.

Accomplishments & Activities

- ✓ Continues to provide public input and serve as a venue for public discourse
 - ✓ Input on Chatham CTP (adopted by Board of Transportation Feb 2017)
 - ✓ Input on Chatham County Comprehensive Plan (soon to be considered for adoption)
 - ✓ Recommendations for SPOT 4.0 input points and SPOT 5.0 projects to be considered for submittal
- ✓ 4 new Members added this year with new transportation specialties
- ✓ Speaker Series this past year on Transportation Related information (Chatham Transit, Haw River Trail, Travel and Tourism, Siler City Airport, Innovative Intersections in NC, etc)

Current Barriers & Challenges

- County Growth
- Diverse Representation - low participation from minorities and western half of the County

Recommended Changes

- Requested to dedicate one meeting a year to look at data
- Request to meet quarterly and reassess the amount of meetings needed next Spring.

Questions?





Chatham County, NC

Text File

File Number: 17-2326

Agenda Date: 9/18/2017

Version: 1

Status: Work Session

In Control: Planning

File Type: Agenda Item

Agenda Number:

A request to receive the Durham Chapel Hill Carrboro Metropolitan Planning Organization Metropolitan Planning Organization (DCHC MPO) presentation and comment on Chatham County Projects being considered in the 2045 Metropolitan Transportation Plan (MTP).

Action Requested:

Request to receive the Durham Chapel Hill Carrboro Metropolitan Planning Organization Metropolitan Planning Organization (DCHC MPO) presentation and comment on Chatham County Projects being considered in the 2045 Metropolitan Transportation Plan (MTP).

Introduction & Background:

A MTP is a fiscally constrained plan that identifies transportation facilities to be implemented over the next 30 years. Modeling tools and scenarios such as the Triangle Regional Model (TRM) and Community Viz were used to guide the consideration of projects in the Triangle Region, and specifically the DCHC MPO area to be included in the Plan.

The development schedule for the 2045 MTP is as follows:

- * Deficiency Analysis; DCHC MPO Board released in June 2017
- * Alternatives Analysis, DCHC MPO Board released in August 2017
- * Preferred Option, DCHC MPO Board to release in October 2017
- * Adopted 2045 MTP, DCHC MPO Board to adopt in December 2017

Public workshops have been scheduled throughout the MPO Boundary to gather feedback from residents living within the MPO boundary in the following locations:

8/29, 4-7 PM, Durham Station Transportation Center (515 Pettigrew St, Durham, NC 27701)

9/12, 5:30-7:30 PM, Orange County Office Building (131 W Margaret Ln, Lower Level Conference Room, #204, Hillsborough, NC 27278)

9/13, 4-7PM, Chatham Community Library (197 NC Highway 87 N, Pittsboro, NC 27312)

9/19, 4-6:30 PM, Carrboro Town Hall (301 W Main St, Carrboro, NC, 27510)

More information, metrics, and maps are available on the MPO's Alternatives Analysis

Web page: www.bit.ly/DCHC-MTP-Alternatives

[<http://www.bit.ly/DCHC-MTP-Alternatives>](http://www.bit.ly/DCHC-MTP-Alternatives).

Discussion & Analysis:

A representative from the DCHC MPO will present information on the 2045 MTP to the Board of Commissioners.

Recommendation:

Receive presentation and provide comments on Chatham County Projects being considered in the Alternatives Analysis.



Metropolitan Transportation Plan

Chatham County
Board of County Commissioners

September 18, 2017

www.dchcmpo.org

Today's Objective

- ▶ Understand role of Durham-Chapel Hill-Carrboro Metropolitan Plan Organization (DCHC MPO).
- ▶ Understand role of Metropolitan Transportation Plan (MTP) and how to review it.
- ▶ Provide feedback to DCHC MPO and City staff.



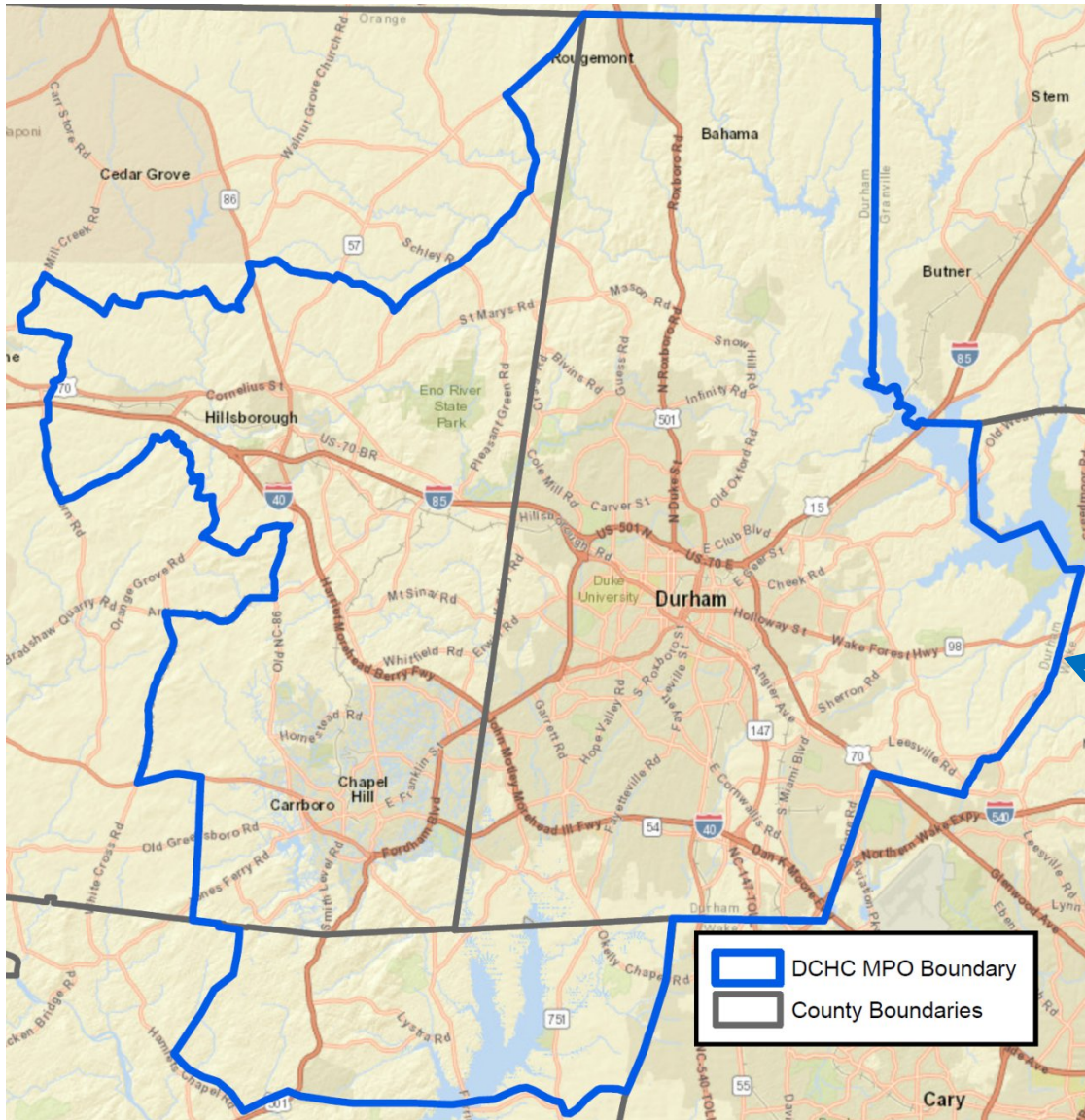
What is the DCHC MPO?

Durham-Chapel Hill Carrboro Metropolitan Planning Organization

- ▶ Responsible for long range transportation planning in
 - Durham City and County, and
 - Parts of Orange County and Chatham County.
- ▶ Federal mandate – MPO must plan and approve use of federal transportation funding
- ▶ Policy Board -- Composed mostly of local elected officials from member jurisdictions and counties.
 - Steve Schewel – Chair
 - Don Moffitt – Member
 - Mayor Bell -- Alternate

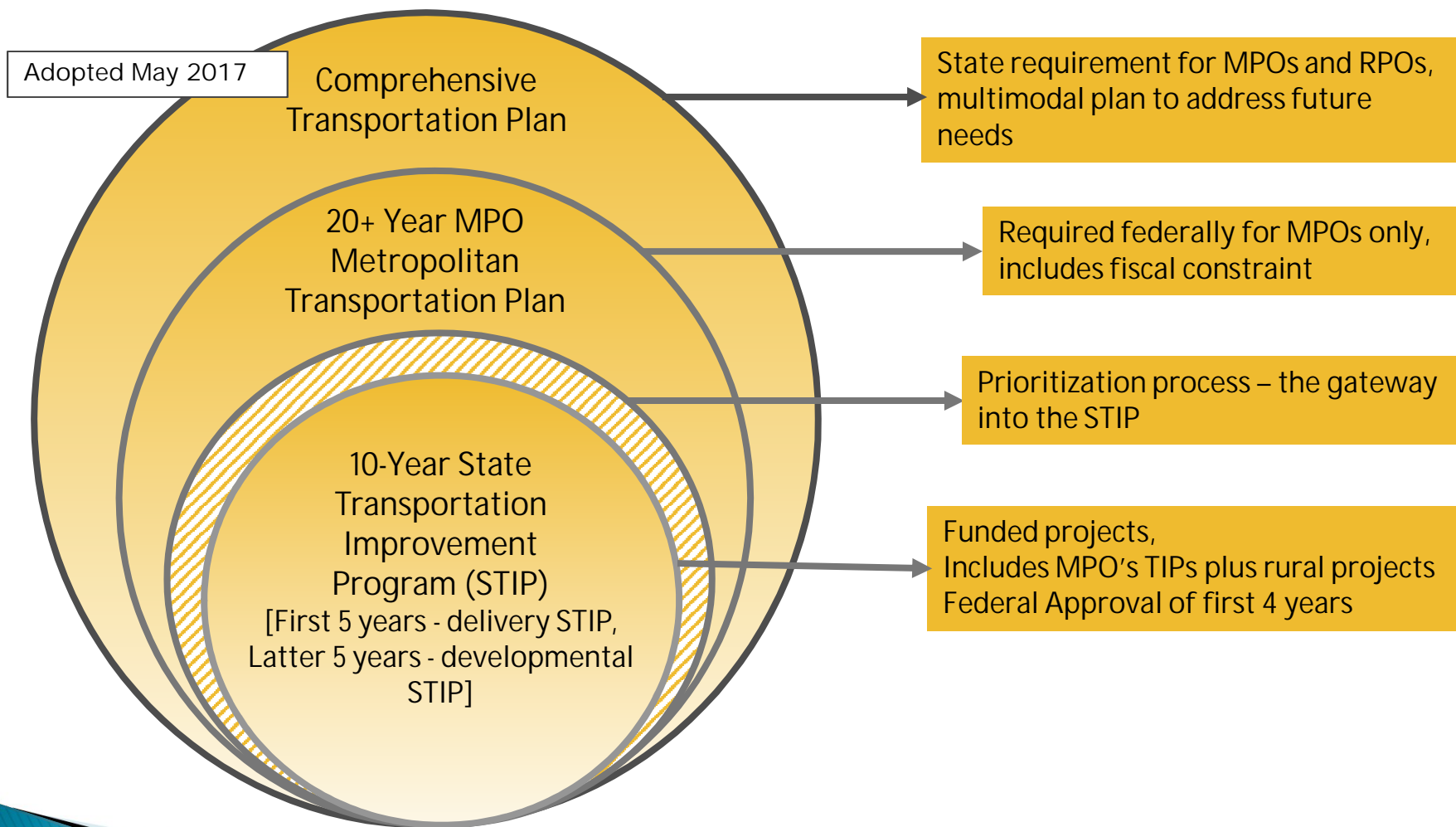
What is the DCHC MPO?

(continued)



- ▶ Most funding designated in cooperation with NCDOT, but MPO also has discretionary highway, bicycle, pedestrian and transit funding.
- ▶ All urbanized area must be in the MPO planning boundary.

Transportation Planning Framework

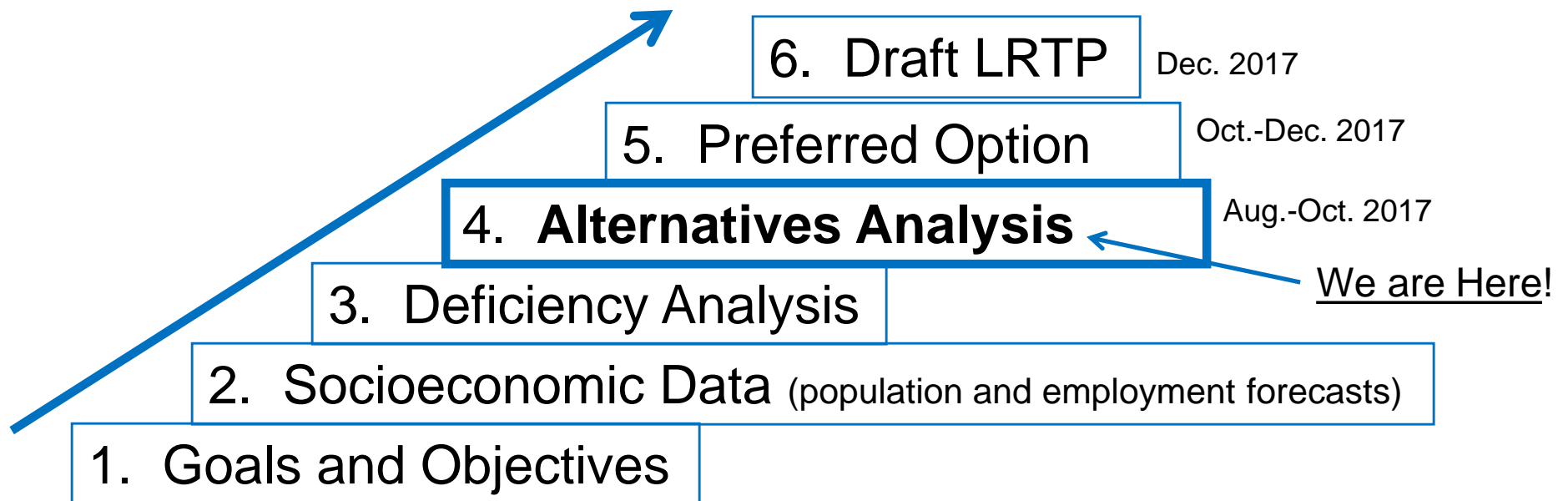


What is the 2045 Metropolitan Transportation Plan (MTP)?

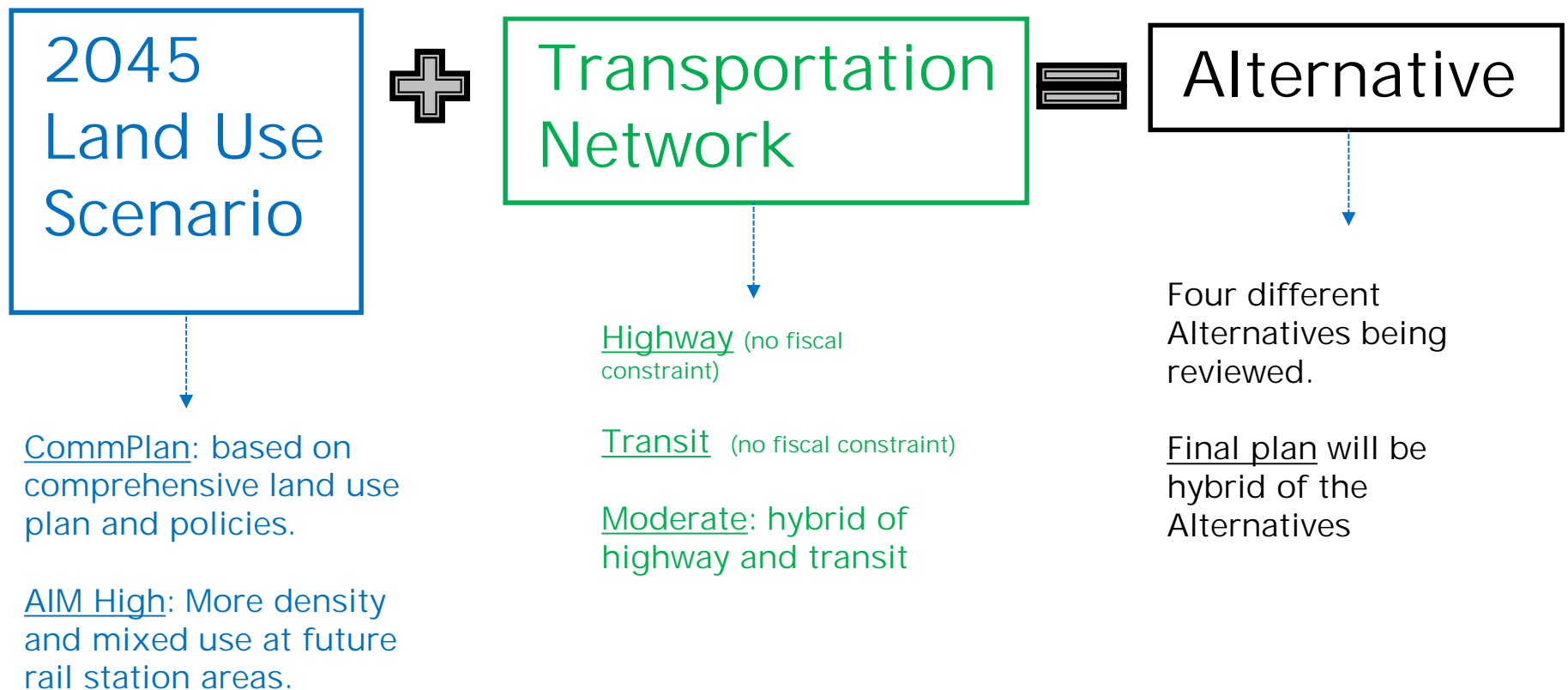
- ▶ Lists highway, transit and other transportation projects to address future transportation deficiencies through year 2045.
- ▶ Assumptions – based on future land use, population and employment.
- ▶ Fiscal Constraint – Anticipated revenues must cover anticipated project costs.
- ▶ Funding -- Projects must be in MTP to receive state and federal funding (via Transportation Improvement Program – TIP)
- ▶ Used for Planning
 - e.g., In development review, use LRTP to reserve right-of-way for future highway and fixed guideway projects



What is the 2045 (MTP) Process?



What are the Alternatives?



www.bit.ly/DCHC-MTP-Alternatives

What Information is Available?

- Triangle Regional Model Output

Performance Measures →

Travel Isochrones →

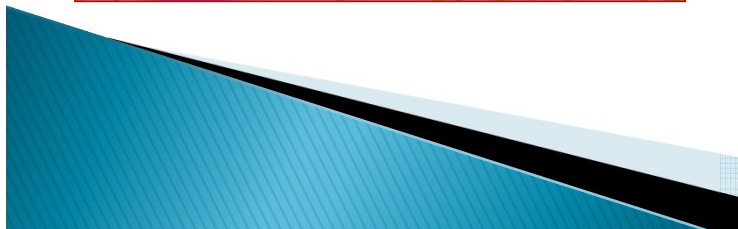
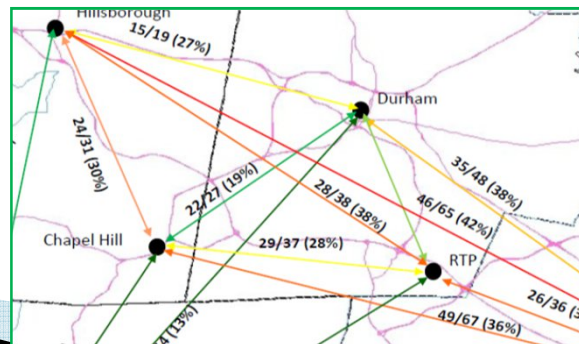
Travel Time →

Congestion Maps (V/C) ↓

		SE Data	2010	2040	2040
		Transportation Network	2010	E+C	2035
1	Performance Measures				
1.1.1	Total Vehicle Miles Traveled (VMT-daily)		13,217,550	20,368,697	20,581,822
1.1.1a	Total Vehicle Miles Traveled (VMT-per capit)		33	32	33
1.2.1	Total Vehicle Hours Traveled (VHT-daily)		312,669	581,776	536,746
1.2.1a	Total Vehicle Hours Traveled (VHT-per capit)		0.77	0.92	0.85
1.3	Average Speed by Facility (miles/hour)				
1.3.1	- Freeway		63	57	61
1.3.2	- Arterial		42	38	39
1.3.3	- All Facility		51	47	50



Route	2015 Base Year	2045 E+C	Mod-MTP	Mod-Hwy	Asp-Transit	Asp-MTP
I-40						
I-40 EB (NC147 to NC 540)	1.3	2.0	1.8	1.7	1.6	1.6
I-40WB (NC 540 to NC147)	1.2	1.5	1.3	1.3	1.4	1.4



What Projects are Being Considered?

Highway

US 15-501:
superstreets and
intersection upgrades

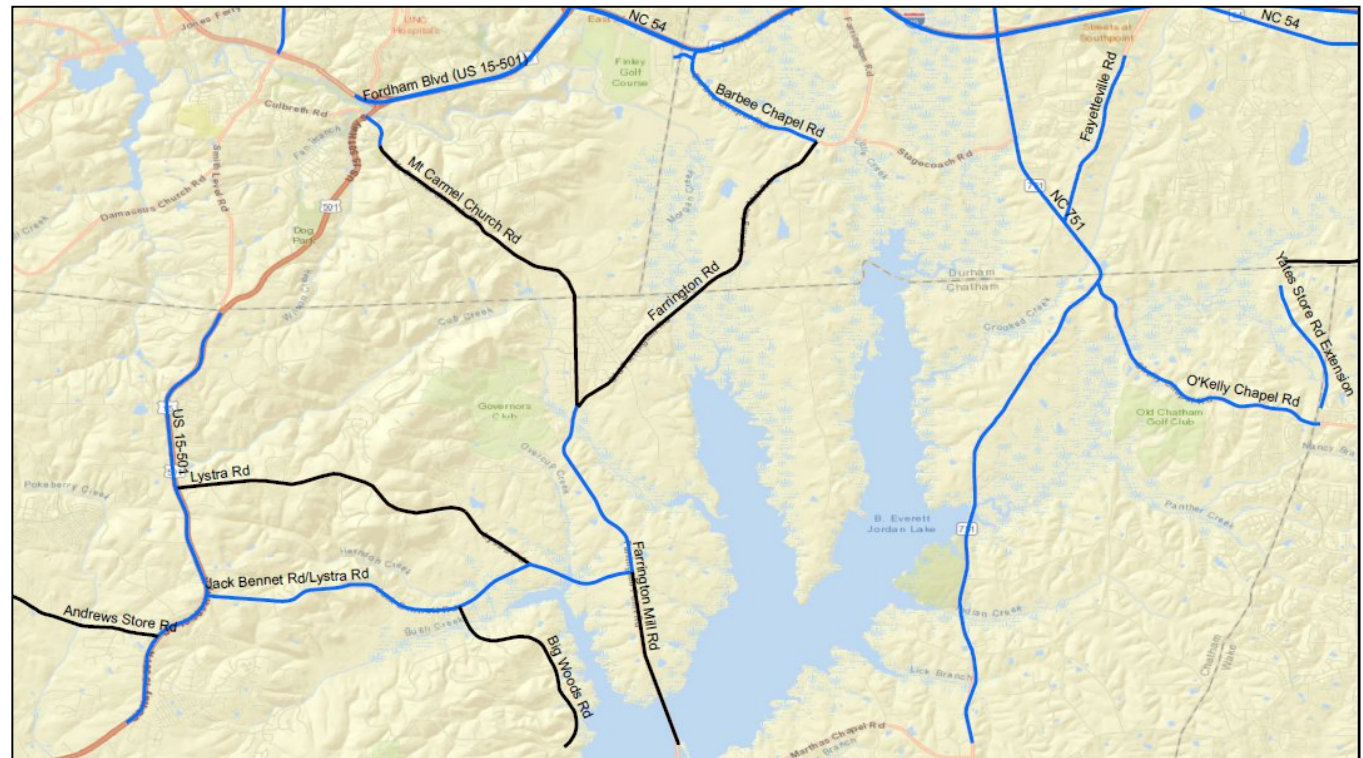
NC 751: widening

Jack Bennet Rd:
modernization

Farrington Rd:
Modernization

O'Kelly Chapel Rd:
modernization

Yates Store Rd Ext.:
new 2-lane divided
road



Blue line = chance of being in 2045 MTP

Black line = not good chance of being in 2045 MTP

What Projects are Being Considered?

Highway

(These are a funded category in the MTP, not specific projects)

TSM (Transportation System Management)

Low cost solutions to increase capacity and safety of roadways, examples:

- Intersection improvements
- Turning lanes
- Traffic signal coordination
- Traffic calming devices

ITS (Intelligent Transportation Systems)

Technology to make existing transportation infrastructure more efficient and safer, examples:

- Smart traffic signals
- Message signs
- Incident management patrols
- Surveillance traffic cameras
- Ramp meter

TDM (Travel Demand Management)

Programs to reduce or manage transportation demand, examples:

- Carpooling and vanpooling
- Telecommuting
- Flextime
- Congestion pricing



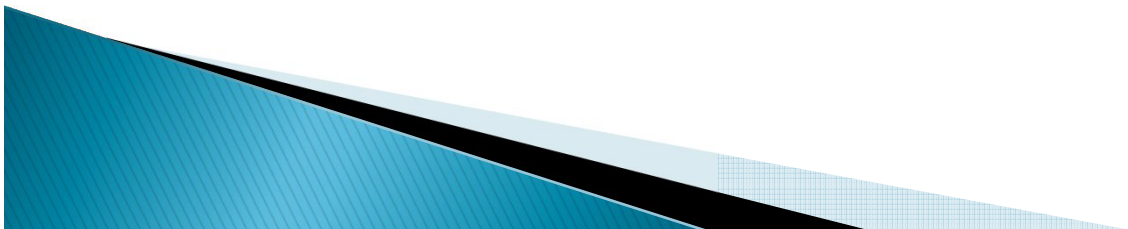
What Projects are Being Considered?

Transit and Other Modes

Transit: more frequent service between Pittsboro and Chapel Hill

Bicycle: on-road and off-road bicycle facilities
(ex. NC 751, Farrington Rd, Jack Bennett Rd, Lystra Rd, O'Kelly Ch Rd, Big Woods, Poythress Rd, Andrews Store Rd and Yates Store Rd Ext)

Multiuse Path: modernization
(US 15-501 and adjacent to American Tobacco Trail)



Closing

Thank you for your input

Contact:

- Andy Henry, DCHC MPO, 919-560-4366 ext. 36419, andrew.henry@durhamnc.gov
- Cara Coppola, Chatham County Planning Dept., 919-545-8365, cara.coppola@chathamnc.org

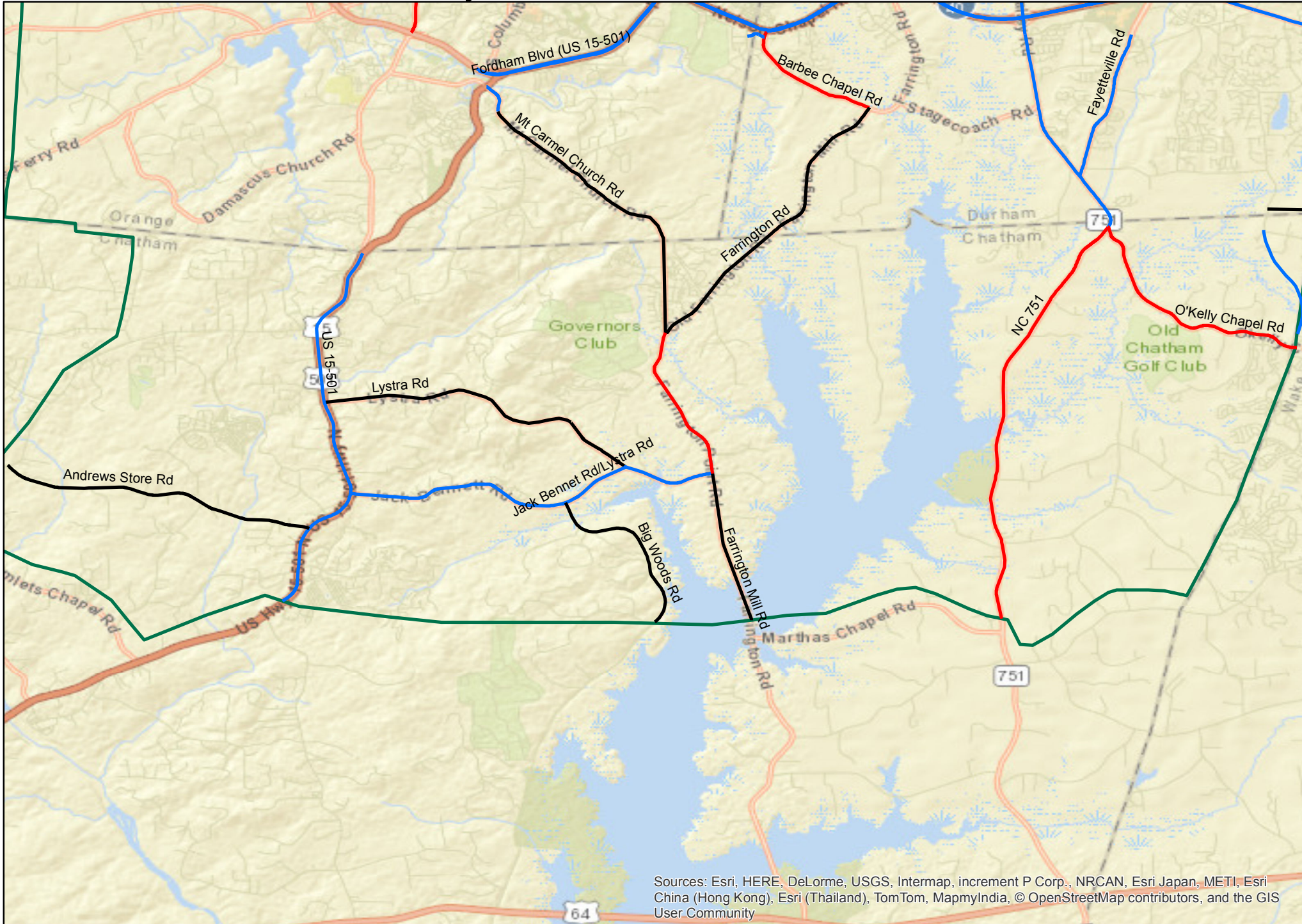
www.bit.ly/DCHC-MTP



Highway Projects

2045 MTP Alternatives Analysis

Blue lines = project likely to be in 2045 MTP
Red lines = project under consideration for 2045 MTP
Black lines = project unlikely to be in 2045 MTP





Chatham County, NC

Text File

File Number: 17-2318

Agenda Date: 9/18/2017

Version: 1

Status: Work Session

In Control: County Manager's Office

File Type: Agenda Item

Vote on a request to approve Proposed Revisions to the Advisory Committee Policy & Addendums

Action Requested: Vote to approve the recommended revisions to the policy and related addendums

Background & Information:

Proposed Advisory Committee Policy Revisions:

- Change the timing of committee annual reports to the Board of Commissioners to coincide with the end of the fiscal year.
- Clarify that the chair of the committees must form any needed subcommittees and must ensure that voting members of subcommittees are clearly identified.

Proposed Revisions to the Advisory Policy Addendums:

- Insert information about the newly reformed Affordable Housing Advisory Committee.
- Update information about the Transportation Advisory Committee.
- Fix a couple of typos.

Discussion & Analysis: N/A

Budgetary Impact: N/A

Recommendation: Vote to approve the recommended revisions to the policy and related addendums

Chatham County Citizen Advisory Committees Policy

1. SCOPE OF POLICY

PURPOSE:

This document establishes policies and procedures for the Chatham County Board of Commissioners to make appointments to Chatham County public advisory boards, committees, commissions, and councils (hereinafter referred to as “citizen advisory committees”). It also provides operating procedures and clarifies expectations of the Board of Commissioners for all advisory committees. The intent of this policy is to provide consistency in operations, appointments, accountability and reporting.

The Chatham County Board of Commissioners may appoint a citizen advisory committee whose purpose is to serve in an advisory capacity to the Board of Commissioners (BOC) concerning a variety of topics.

This policy replaces any previously adopted bylaws for specific advisory committees, unless the bylaws are required by statute.

AUTHORITY:

The Chatham County Board of Commissioners may establish rules and regulations in reference to managing the interest and business of the County. For statutory boards or committees, authority may include reference to applicable General Statutes.

The Chatham County Board of Commissioners has the responsibility to appoint citizens to serve as members of citizen advisory committees established by the board.

PERIODIC REVIEW:

Periodic review of this policy will be conducted every two (2) years by the Chatham County Board of Commissioners.

2. MEMBERSHIP

QUALIFICATIONS:

For purposes of consistency, all appointments to citizen advisory committees will be made by the Chatham County Board of Commissioners. To qualify for an appointment to the citizen advisory committees, a person must meet the following requirements:

- a. All nominees must complete a Chatham County application form to serve on advisory committees, available on the county website and through the Director of Community Relations. s. If a deadline is advertised, submitted applications may be considered after the deadline until all vacancies are filled.
- b. All committee members must meet the qualifications for the specific citizen advisory committee and/or the statutory requirements for an appointed position.
- c. All committee members must be eighteen (18) years of age or older unless applying under a youth-designated position.
- d. All committee members shall be permanent residents of Chatham County or own real property or maintain a place of business in Chatham County and shall have good reputations for integrity and community service.
- e. No nominee may currently be a party to nor a legal representative involved in litigation against Chatham County.
- f. Each nominee must be prepared and committed to participating in CAC work in a manner that enhances relationships between Chatham County and the community.
- g. Citizen advisory committee members serve the people of Chatham County. As such, their role includes their commitment for full participation in the citizen advisory committee’s meetings and activities.

- h. Specific member expertise or other qualifications for each advisory committee is provided in Addendum A.

EXCEPTIONS:

The Chatham County Board of Commissioners may waive requirements, with the exception of statutory requirements.

COMPOSITION:

- a. The Chatham County Board of Commissioners shall appoint all voting members to citizen advisory committees, unless specified otherwise by statute. The county will strive to have the voting members reflect the cultural, geographic and ethnic diversity of the community.
- b. No committee shall have less than five (5) total voting members. However, the advisory committee may have additional non-voting ex officio members.
- c. If any representative of a Chatham County department is appointed, they shall serve as a nonvoting member of the committee.

SELECTION & APPOINTMENT:

- a. All members of citizen advisory committees serve at the pleasure of the Chatham County Board of Commissioners.
- b. The Chatham County Board of Commissioners will determine if nominees meet the required qualifications. They may choose to assign an individual or group of individuals to review and recommend candidates for advisory committees.
- c. Appointments to citizen advisory boards will be initiated with the nominee's completion of Chatham County advisory committee application form. As noted above, the Chatham County Board of Commissioners may designate other groups or individuals to review applications and recommend nominees, but typically each committee has its own review process. Other entities, such as incorporated towns, also may be responsible to making nominations to some committees.
- d. The advisory committee chairs should notify the Clerk to the Board's Office and the Chair of the Board of Commissioners when a vacancy has not been filled in a timely manner.

TERMS:

- a. Each appointed citizen advisory committee member shall serve a term of three years and hold office until the qualification and appointment of his or her successor or until one year has elapsed since the expiration of the term for which the citizen was appointed, whichever first occurs. All appointments will be effective July 1.
- b. All advisory committees should have staggered terms for its membership. Once staggered terms are implemented, each new voting member shall serve for a three-year term.
- c. Citizen advisory committee members whose terms are due to expire may request or be asked to accept reappointment to the position.
- d. Extension of a member's term may be approved by the Chatham County Board of Commissioners if it is determined that it is in the best interest of Chatham County to allow an individual to continue to serve, especially for committees that require specific expertise for its members.

ATTENDANCE:

Committee members are expected to attend meetings on a regular basis. Members should inform the chair of the advisory committee as soon as possible when unable to attend an upcoming meeting, preferably at least 48 hours notice due to quorum considerations. The advisory committee should maintain attendance records, including all regular and special meetings. If a committee member has missed 25% of the advisory committee meetings during a calendar year, the committee Chair should make a recommendation to the Chair of the Board of Commissioners on continued service of the member. The member in question will provide an explanation in writing. Based on this information, the Board of Commissioners will make a decision on the member's status.

RESIGNATIONS:

- a. A member of a citizen advisory board shall submit his or her resignation in writing, letter or email, to the chair of the advisory board on which he or she serves, noting the effective date of the resignation.
- b. The Chair will forward a copy of the resignation to Clerk to the Board of Commissioners and to the Chatham County Board of Commissioners.
- c. The Chatham County Board of Commissioners shall recognize the individual's service via letter or certificate. The Clerk to the Board will handle this responsibility.

VACANCIES:

Upon expiration of the term of service of members or other type of vacancies, including resignations or removal by the Chatham County Board of Commissioners shall have the responsibility of selecting and appointing new members to the committee. The Director of Community Relations will be responsible for initiating public notices of vacancies as soon as possible, preferably before a seat becomes vacated. The urgency of filling vacancies may vary based on the circumstances.

RELEASE FROM SERVICE:

- a. When it is deemed necessary to release a member from his or her term of appointment on a citizen advisory committee, the affected individual shall be notified by letter.
- b. When a citizen advisory committee has completed its function, the members shall be informed of the termination of the citizen advisory committee by letter or e-mail from the Chatham County Board of Commissioners.

3. ROLES & RESPONSIBILITIES

MEMBERS:

- a. Members shall attend meetings of the citizen advisory committee, serve on subcommittees, and perform other functions as assigned by the citizen advisory committee chair. As noted above, for quorum considerations, if a member is unable to attend citizen advisory committee meetings, the member shall contact the committee chair as soon as possible and at least forty-eight (48) hours before the scheduled meeting.
- c. Upon review of the above matters, the citizen advisory committee shall make recommendations and identify concerns, if any, to the Chatham County Board of Commissioners in writing.

GOVERNING BOARD:

- a. The Chatham County Board of Commissioners will consider the citizen advisory committee's recommendations or concerns.
- b. Should any concerns remain unresolved after a response has been received, the Chatham County Board of Commissioners may request that the matter be referred to the County Manager.
- c. To enhance trust between the Chatham County departments and the community, members of the citizen advisory committee will:
 - If requested, assist any related Chatham County departments in achieving a greater understanding of the nature and causes of community issues, with an emphasis on improving relations between the department and the citizens.
 - Recommend methods to encourage and develop advisory committees.
 - Work throughout the community to gain relevant information about advisory committee issues and communicate these with the Chatham County Board of Commissioners and employees.

CHAIR, VICE CHAIR, AND SECRETARY SELECTION AND RESPONSIBILITIES:

The Chair and any other officers of the citizen advisory committee will be chosen by the advisory committee for a one-year term.

All advisory committee Chairs and Vice Chairs shall be appointed members with at least one year remaining of their terms.

The Chair and the Vice Chair shall assume office when the committee holds its first meeting of the calendar year. At the first citizen advisory committee meeting upon assuming office, the citizen advisory committee Chair shall present members with a copy of the citizen advisory committee's charge, scope, membership roster and a copy of this policy.

- a. The Committee Chair has the following duties as well as any other duties specified by state statute:
 - Calls all meetings.
 - Serves as presiding officer.
 - Serves as a voting member of the advisory committee
 - Assists any assigned county staff in developing the committee meeting agenda.
 - Designates and dissolves subcommittees as needed, but the formation of any new subcommittees should be reported to the County Manager and the Board of Commissioners.
 - Appoints subcommittee chairs and members.
 - Works in consultation with any assigned department head or staff liaison
 - Carries out citizen advisory committee assignments as required by the Chatham County Board of Commissioners
 - Conducts citizen advisory committee meetings and presents a report of the proceedings and resulting motions for approval by the advisory committee.

- b. The committee Vice Chair has the following duty:
 - Presides at citizen advisory committee meetings in the absence of the Chair.

- c. The committee Secretary may be a role assigned to one member or rotated among several members. The Secretary has the following duties:
 - Takes (or oversees) the taking of minutes for all committee meetings.
 - Submits minutes to the Chair (or designated person) to be distributed to committee members in advance of CAC meetings.
 - Assures that other records of the advisory committee, including attendance records, are kept as directed by the Chatham County Board of Commissioners.

Advisory committees may appoint an Executive Committee that includes the Chair and Vice Chair or other designated members, if desired.

ACCOUNTABILITY & REPORTING

Each advisory committee will establish specific goals, objectives and measures based on the advisory committee's mission and direction from the Chatham County Board of Commissioners. The proposed goals and objectives will be submitted to the Board of Commissioners for review and approval. Progress toward goals and objectives will be reported annually to the Chatham County Board of Commissioners and County Manager. The goals may include short-term and long-term steps and measures, but the intent is to identify measures of progress to report each year and/or barriers preventing the accomplishment of goals. The County Manager's Office will provide materials and/or training to assist advisory committees in developing and tracking specific goals, objectives and measures.

Each advisory committee should work with the Clerk to the Board's Office to establish a time on the agenda in ~~January or February~~ July, August or September of each year to make an annual report to the Board of Commissioners for the prior fiscal year, using the reporting template provided as Addendum B. The presentation itself should not exceed fifteen (15) minutes plus time for questions. A copy of the annual report will be provided to the Board of Commissioners to review at least seven (7) days prior to the meeting where the report will be presented.

All recommendations or reports officially approved by a vote of the committee shall be **transmitted in writing** in a timely manner to the Chatham County Manager who will forward to the Chatham County Board of Commissioners. If there are opposing perspectives to the action or recommendation of the committee, the advisory committee should provide a summary of the opposing viewpoints in its report to the Board of Commissioners.

4. ORGANIZATION

ORIENTATION AND TRAINING:

Chatham County citizen advisory committee members and assigned department staff may need periodic training on state and county goals and priorities as well as relevant statutes and policies, including open meetings, public records, conflicts of interest, and ethics.

- a. Each member shall attend an orientation presented by assigned staff liaison or the committee Chair to familiarize the citizen advisory committee members with the operation of County government, the related departments), and the rules and operating procedures of the citizen advisory committee.
- b. The orientation will be offered when convenient for new appointees, but members are expected to complete the orientation within six weeks after their appointment is effective.

5. MEETINGS

In accordance with the North Carolina General Statutes, all meetings are open to the public as required by the Open Meetings Law.

The members of the citizen advisory committee shall adopt rules and procedures relating to the operation of the committee, as needed. The citizen advisory committee members shall determine the date, time, and place for each meeting.

- a. Regular Citizen Advisory Committee and Subcommittee Meetings: The citizen advisory committee convenes upon call of the Chair and meets on regular basis, at least four times a year. The meetings may be held in specified or various locations within the County. Subcommittee meeting dates shall be set by the subcommittee Chairs. Advisory committees are encouraged to schedule subcommittees in conjunction with citizen advisory committee meetings, with a focus on convenience of members who must attend multiple meetings.
- b. Special Meetings: A majority of citizen advisory committee members or the Chair may call special meetings at any time for any specific business. Special meetings, such as appeals, are convened at a location selected by the Chair.
- c. Meetings via Teleconference: Teleconference meetings shall be held only in unusual circumstances and shall not replace regularly scheduled committee meetings. No regular meeting or appeal hearing shall be conducted via teleconference. Under no circumstances should a teleconference meeting exceed two hours. §143-318.13 says that "If a public body holds an official meeting by use of conference telephone or other electronic means, it shall provide a location and means whereby members of the public may listen to the meeting and the notice of the meeting required by this Article shall specify that location. A fee of up to twenty-five dollars (\$25) may be charged each such listener to defray in part the cost of providing the necessary location and equipment". This law applies to all advisory committees, subcommittees or executive committees.

- d. Emergency Meetings: A majority of citizen advisory committee members or the Chair may call a meeting in emergency circumstances by providing telephone notice to media outlets at least one hour prior to the meeting. An emergency situation includes a disaster that severely impairs the public's health or safety. In the event telephone services are not working, notice that the meeting occurred must be given as soon as possible after the meeting.
- e. Meeting Notices: Notice of public citizen advisory committee meetings and agendas shall be made available to all members and interested parties, and to any person who so requests, at least two calendar days in advance of the meeting by email and by posting on the county website. If a staff liaison is not assigned to the committee, dates of meeting for posting on the calendar should be sent to the Chatham County Webmaster.
- f. All meetings should include a period of public input at least ten (10) minutes long. The advisory committee can adopt other rules as needed for this input period.
- g. Agendas:
 - Committee Chairs (and/or committee members) should submit agenda items to the designated person at least seven (7) calendar days prior to a scheduled meeting.
 - The agenda must provide a description of each item of business to be transacted or discussed so that interested members of the public will be capable of understanding the nature of each agenda item.
 - As a general rule, only those items appearing on the agenda will be discussed or voted on. However, if an item is raised by a member of the public, the citizen advisory committee may accept testimony and discuss the item so long as no action is taken until a subsequent meeting.
 - With the Chair's agreement, any designated staff liaison will develop and distribute to each member an agenda listing the matters to be considered at upcoming citizen advisory committee meetings. Also, so far as practicable, copies of all written reports that are to be presented to the citizen advisory committee for members' review will be included in this package at least five (5) calendar days before the meeting.
 - All meeting agendas should be posted on the county website and sent out as an e-notice at least two days in advance. If no staff liaison is assigned, the committee Chair should send the agenda to the Chatham County Webmaster at least two days prior to the meeting.
- h. Minutes: The committee's Secretary or other designated person will take minutes of all citizen advisory committee meetings and approved by a vote of committee members. Once minutes are approved by the advisory committee, they should be posted on the Chatham County website on the committee's web pages. If no assigned staff liaison to handle this duty, approved minutes should be sent to the Chatham County Webmaster for posting within two weeks of approval.
- i. All recommendations and reports of the citizen advisory committee, approved in the form of motions, shall be conveyed in writing exclusively to the Chatham County Board of Commissioners for action. The chair should work with the County Manager to schedule a time on an upcoming Board of Commissioners meeting for the presentation of the recommendations or reports. Approved motions are forwarded to the Chatham County Board of Commissioners for consideration, approval, or denial. Outcomes are reported back to the citizen advisory committee.

6. SUBCOMMITTEES

Subcommittees may be formed by the citizen advisory committee to research and make recommendation on special issues or areas in order to carry out the duties of the citizen advisory committee. All subcommittees shall be reviewed on an annual basis by the advisory committees to determine continued need and realignment with the priorities of the citizen advisory committee.

- a. Except as approved by the County Manager, the majority of members of a subcommittee shall be Chatham County residents and other members should work or own a business in the county.
- b. Subcommittees are ad hoc and temporary in nature. Approved ad hoc subcommittees must have documented goals, deliverables, and a timeline, and the subcommittee will cease to meet when these are

satisfied.

c. Subcommittee Formation and Operation:

- A subcommittee can be formed only by the Chair of the advisory committee upon notification of the County Manager and the Chatham County Board of Commissioners.
- Subcommittees shall operate as specified:
 - Voting members must be clearly identified.
 - A member of the subcommittee shall take responsibility for assigning a note taker and for reporting to the full citizen advisory committee the subcommittee's progress toward its stated objectives, including dissenting view points.
 - Subcommittees shall operate by majority vote.
 - Subcommittees may request a technical representative, to be approved by the Chatham County Manager and any related Department Heads.
 - The MIS Department will support necessary and reasonable accommodations for subcommittee members, such as teleconferencing for someone who cannot physically attend due to disability. To make a request for special accommodations, notify the staff liaison or County Manager.
 - Subcommittees shall operate openly as defined by state laws and local policies.
 - Membership on subcommittees shall be voluntary (unpaid) unless policy dictates otherwise.

7. QUORUM

A quorum for a meeting of citizen advisory committees shall consist of one more than half the voting members, excluding vacant voting positions and members who are disqualified from voting due to a conflict of interest.

8. VOTING

Decisions are reached by a simple majority vote unless otherwise required by law. All voting will be conducted in open meetings, except when in closed session as defined in the North Carolina Open Meeting Law. No issues can be voted upon unless a quorum is present. Unless statutes specify otherwise, the following applies:

- a. Only appointed members can vote at advisory committee meetings. Appointed members shall not delegate their vote to another member.
- b. Advisory committee members and others voting members appointed by the Chatham County Board of Commissioners may vote at citizen advisory committee meetings.
- c. Committee members holding non-voting seats will not vote in any circumstances.
- d. The Chair of the advisory committee will vote on committee issues except in cases of conflicts of interest.
- e. Voting by proxy is not allowed.
- f. No qualified member shall abstain from voting unless there is a clear conflict of interest. The County Attorney should be consulted if there is any question about potential conflicts.

9. AUTHORIZED REPRESENTATIVE

The chairs of advisory committees are the official representative of the committees during presentations or comments at public events, including meetings or hearings of the Board of Commissioners. The chairs may designate another committee member to fill this role if needed or also may ask the County Manager, staff liaison or a Department Head to do so.

10. CONFLICT OF INTEREST

During citizen advisory committee meetings, a member shall abstain from voting when he or she has a conflict of interest, as defined by Chatham County's Conflict of Interest Policy shown as Addendum C.

Members of the public or other committee members have the right to question the conflict of interest of any voting member. The citizen advisory committee Chair should consult with the County Attorney on any potential conflicts of interest.

11. COMPENSATION & TRAVEL

Voting members of the citizen advisory committee are not employees of Chatham County. Appointed advisory committee members shall receive no compensation or employee benefit for their services. Chatham County does not provide travel expenses without advance approval of the County Manager.

12. LIMITATION OF POWERS

Committees shall operate within the charge given by the Chatham County Board of Commissioners and in compliance with state statutes and county ordinances:

Nothing contained in this statement of policy and procedures shall be construed to be in conflict with any state law or Chatham County ordinance. Should there be an appearance of conflict, the appropriate state law or Chatham County ordinance shall prevail.

Neither the citizen advisory committee, nor any member thereof, shall:

- Incur County expense or obligate the County in any manner.
- Release any written or oral report of any board activity to any individual or body other than the Chatham County Board of Commissioners or the County Manager. Chatham County will issue any press releases related to any reports from the advisory committees, in consultation with the committee Chair.
- Independently investigate citizen complaints against a County department or an employee of the department.
- Conduct any activity that might constitute or be construed as an official governmental review of departmental or employee actions.
- Conduct any activity that might constitute or be construed as establishment of County or department policy.
- Violate the confidentiality of any information related to matters involving pending or forthcoming civil or criminal litigation.

Matters pertaining to discipline of advisory committee members will be the sole responsibility of the Chatham County Board of Commissioners and not the citizen advisory committee. The activities of the citizen advisory committee shall, at all times, be conducted in accordance with all federal, state, and local laws.

ADDENDUM A

CHATHAM COUNTY ADVISORY COMMITTEES

I. AFFORDABLE HOUSING ADVISORY COMMITTEE

Mission:

Relaunched in fall 2017, the Chatham County Affordable Housing Advisory Committee will make recommendations to the Chatham County Board of Commissioners for procedures and policies around affordable housing. The Committee will be instrumental in implementing the Chatham County Affordable Housing Strategy Toolbox.

Charge and Responsibilities:

- Reviewing affordable housing policies and procedures and providing recommendations and comments to advise County leadership.
- Understanding the Chatham County Affordable Rental Housing Strategy Toolbox and helping to implement priorities.
- Providing feedback and assistance in developing additional strategies to support affordable homeownership opportunities and transitional housing in Chatham County.
- Helping to promote opportunities related to affordable housing like fair housing workshops, RFPs, and surveys.
- Submitting an “Advisory Committee Summary Annual Report” to the Chatham County Board of Commissioners.

Committee Membership:

The Committee will consist of 8-12 residents. The initial appointments were made with staggered terms, but full terms are three years. It is beneficial if members have expertise in some of the fields that relate to housing, including the following: _____

- Real estate, development
- Social services
- Public health
- Transportation
- Finance
- Economic development
- Design, architecture
- Urban and regional planning
- Property management
- Faith-based service provider

Not every representation/liaison category below must be filled; however, an intentional effort should be made to have a wide variety of knowledge and diverse representation. Every member must be a resident of Chatham County. The town boards of Goldston, Pittsboro, Siler City will have the ability to designate their members. Committee composition should preferably include:

- 1 Older adult resident
- 2 Hispanic/Latino resident
- 3 Property manager/landlord
- 4 Mobile home park resident
- 5 Pittsboro resident
- 6 Siler City resident
- 7 Goldston resident
- 8 District 1 resident
- 9 District 2 resident
- 10 District 3 resident
- 11 District 4 resident
- 12 District 5 resident

In accordance with the county's conflict of interest policy for advisory committees, members and organizations members are associated with cannot benefit from decisions or recommendations made by the Committee.

Meetings:

The meeting schedule is still in development after appointments are made, as of September 17, 2017. Designated staff will attend every meeting and assist with staffing and facilitating the meetings. From fall 2017 through summer 2018, planners from Triangle J Council of Governments will facilitate the meetings.

II. CLIMATE CHANGE ADVISORY COMMITTEE

Mission:

The purpose of the Committee will be to make recommendations to the Board of Commissioners and others regarding likely climate change impacts in Chatham County and ways to adapt to and mitigate these impacts, including: (a) reducing emissions of greenhouse gases (primarily CO₂) with related improvements in air quality, (b) promoting the use of renewable energy, (c) promoting carbon neutral/green building standards for new and existing buildings both public and private and (d) encouraging resilient conservation-oriented land uses and both residential and commercial land development standards that foster climate change mitigation and adaptation.

Initial Activities:

A key focus of the Committee will be to make recommendations to the County about ways to: (1) reduce emissions of greenhouse gases (primarily CO₂), (2) adapt to climate changes and (3) promote educational activities that support both. Initial Committee projects and activities that have been identified include:

- Study carbon-neutral policies that have been considered and/or adopted by other local jurisdictions and businesses;
- Identify the sources of energy that are now used in Chatham County;
- Make recommendations to the County regarding use of the LEED building standards;
- Make recommendations to the County regarding the sources of renewable energy that could be used to support County and other buildings;

- Make recommendations to the County regarding energy efficiency of County-owned and other buildings and vehicles;
- Make recommendations to the County regarding possible amendments to the zoning and subdivision ordinances and building codes to improve the efficiency of residential buildings and the conservation qualities of housing developments;
- Make recommendations to the County regarding ordinance and regulatory amendments to encourage maintenance of timberland generally, greater use of trees in commercial and residential developments and discouragement of deforestation practices;
- Make recommendations to foster agricultural practices that avoid unnecessary contributions to climate change;
- Make recommendations to the County regarding education of the public on issues relating to climate change.

Membership:

The Climate Change Advisory Committee will have up to 13 members, with one member each representing the towns of Siler City and Pittsboro which will determine their representatives. The Committee should consist primarily of members who are dedicated to its mission and who have time and resources available to devote to the work and research that will be necessary to accomplish its objectives. It would be useful if Committee membership also included persons with knowledge relating to:

- Renewable energy systems
- Building efficiency
- Green building standards
- Conservation standards applicable in both residential and commercial settings
- Transportation efficiency standards and fuel options
- Forestry and agricultural practices and management
- Ecology and environmental science
- Literature relating to the science of climate change

Committee Support:

The Committee may seek either as “ex officio” members or otherwise help and advice of staff from county government and other local governments, who are knowledgeable about the matters it wishes to consider. It may also look to the local universities, community colleges and other experts for assistance.

Meetings: The committee is expected to meet monthly in the Pittsboro area.

III. ENVIRONMENTAL REVIEW ADVISORY COMMITTEE

Mission:

- Evaluates existing minimum level "triggers" for proposed developments that would require the County Board of Commissioners to have environmental impact assessments performed..
- Provides a "peer review" of any environmental impact assessments produced for the Board of Commissioners. The review reports would be provided to the Planning Board, Division of Environmental Health and the Board of Commissioners.
- Advises the Board of Commissioners on environmental policy and related county ordinances, including the Watershed Protection Ordinance.

- Conducts investigations and gathers information, as needed, to facilitate protection of the environment.
- Reviews, at its discretion or as requested by the Board of Commissioners, any required state and federal environmental permits for projects in the county.
- Partners with towns in the county and other interested governmental agencies on mutual concerns related to the environment.
- Serves as the Watershed Review Board (Chatham County Watershed Protection Ordinance, Sections 505-508); State Statutes Chapter 153A, Article 6, Section 121 and Chapter 143, Article 21)
- Closely monitors the work of the N.C. Environmental Management Commission for local impacts.

Meetings: Typically meets the second Thursday of the month at 6:30 pm

Membership: Has eleven (11) voting members, with each county commissioner having two appointments each and one appointment by the full board. The ~~n~~-Environmental Review Board is a technical board. Applicants should have expertise in at least one of the following areas:

- Botany
- Soil Science
- Toxicology/Air quality
- Governmental Agency (including university)
- Environmental Planning (including GIS experience; AICP preferred)
- Environmental Law/Land Use Attorney
- Water Resources/ Professional Engineer
- Biology
- Agriculture

IV. LIBRARY ADVISORY COMMITTEE

Mission: Serves as the advisory committee for the effective functioning of the library.

Meetings: Typically meets four times a year at noon with meetings rotated among the three library branches in Pittsboro, Siler City and Goldston.

Membership: Has six (6) members. Each Commissioner makes an appointment and the sixth appointment is made by the full Board of Commissioners.

V. RECREATION ADVISORY COMMITTEE

Mission: Advises the Board of Commissioners on recreation programs and county-owned recreation and park facilities.

Membership: Has ten (10) voting members. Each county commissioner has two (2) appointments to provide geographic representation.

Meetings: Typically meets 4 to 6 times a year on the third Wednesday of the month at 7 pm. Locations can vary.

VI. SOLID WASTE ADVISORY COMMITTEE

Mission:

- Serves as a liaison between Solid Waste Management Division staff and the County Board of Commissioners.
- Provides guidance to the Board of Commissioners on solid waste issues, including funding, waste reduction and recycling, short-term and long-term disposal, collection center policies, household hazardous waste, environmental education, and environmental enforcement.

Meetings: As of 7/20/15, the Board of Commissioners voted that this committee is only going to meet as needed when issues arise that require its input.

Membership: Has eight (8) voting members, with each county commissioner having one appointment each to ensure geographic representation. The other three (3) members are nominated by the towns of Goldston, Pittsboro and Siler City, but are approved by the full Board of Commissioners.

VII. TRANSPORTATION ADVISORY COMMITTEE

~~**Mission:** Identifies and studies issues and makes recommendations to the Board of Commissioners, and serve as a venue for public discourse, on transportation and related issues. Pursues the long-term goal to have a sustainable transportation system that offers access to various modes of transportation for people and goods.~~

Mission: The Transportation Advisory Committee was established to advise and inform the Board of County Commissioners and to serve as a venue for public discourse on all matters related to transportation.

The Committee seeks to achieve a sustainable, multi-modal transportation system that provides mobility and access for people and goods, including the impact on public health, economics, environment, inclusiveness, education and quality of life in order to achieve a sustainable, multi-modal transportation system that provides mobility and access for residents of Chatham County.

Meetings: Typically meets about four times a year bimonthly on the fourth Tuesday of the month at 6:00 pm.

Membership: Has a total of eleven (11) voting members and up to eight (8) non-voting members. Each commissioner appoints two (2) voting members from a list of recommended candidates to ensure geographic representation. The non-voting members (up to eight) may represent Chatham County government, Chatham Transit Network, incorporated towns in the county or other appropriate organizations. The voting members also should have knowledge or experience in one or more of the following:

- Non-motorized transportation, such as bicycling and walking
- Public transportation, such as transit systems
- Personal motor vehicles, such as cars and motorcycles

Proposed Revisions for September 18, 2017

- Large, slow-moving or commercial vehicles, including agricultural and commercial product transport
- Public safety, including emergency responders and law enforcement
- Transportation & the economy
- Transportation & the environment
- Transportation & society (community)

ADDENDUM B

Guidelines & Form for Advisory Committees to Make Annual Report to Board of Commissioners

- I. Schedule your annual report with the Clerk to the Board during ~~July to September~~~~March~~ ~~May~~ of each year.
- II. Limit your presentation to no more than **15 minutes**, but be prepared for additional time for questions from the Board of Commissioners
- III. Provide the written Summary Report (next page) to the ~~Deputy~~ Clerk to the Board at least two weeks prior to the date of the meeting so that it can be attached to the agenda. Attach any other handouts as needed. Graphs and charts are always helpful.
- IV. You may choose to make your presentation as a PowerPoint or talk from your Summary Report. If you provide a PowerPoint, please provide that to the Clerk to the Board along with your Summary Report.
- V. The chair of the Advisory Committee should make the report unless he/she designates someone else to do so.

ADVISORY COMMITTEE SUMMARY ANNUAL REPORT

NOTE: Attach current list of members and identify officers.

Name of Committee:	
Date of Presentation:	
Time Period Covered:	
# of Meetings Held During Period (including any special meeting or community input)	
MISSION & GOALS – Summarize concisely the committee’s mission (charge), key goals, objectives and measures below. You also may attach as a separate document, but limit to no more than one page single-spaced.	
ACCOMPLISHMENTS & ACTIVITIES – Summarize concisely below the committee’s major accomplishments and activities of the past year. This should include reports, research, projects, public input, etc. Be sure to identify how they relate to specific goals, objectives or measures. You also may attach as a separate document but limit to no more than one page single-spaced.	

BARRIERS & CHALLENGES – Identify any barriers or challenges that make it difficult for the committee to achieve goals or objectives. Limit to the space provided below.

RECOMMENDED CHANGES: Please list any recommendations to the Board of Commissioners related to the changes in the advisory committee’s membership, mission, goals, objectives or other related issues.

OTHER INFORMATION: Provide any other information or observations that the Board of Commissioners should know about. Provide in the space below.

ADDENDUM C

CHATHAM COUNTY ADVISORY COMMITTEE CONFLICT OF INTEREST POLICY

The Chatham County Board of Commissioners believes that it is imperative that public office and volunteer service on behalf of county government should NOT be used for personal gain. This is critical to building and maintaining public trust in Chatham County government.

This policy establishes the requirements of the Chatham County Board of Commissioners for its advisory committees concerning the avoidance of conflicts of interest. An individual committee may adopt specific guidelines that clarify this policy's application to the specific activities of the committee and professions represented in its membership, but these guidelines may not be in conflict with this policy.

As a minimum, advisory committee members should adhere to the following standards:

Any member who has an interest in any act or action coming before the advisory committee of which he/she is a member shall publicly disclose his or her interest and shall completely withdraw from any discussion or consideration of said act or action. For this policy, "interest" means direct or indirect financial or material benefit that might accrue to the member as a result of the act or action.

Furthermore, this policy applies when the discussion or consideration of acts or actions could provide a direct or indirect financial or material benefit to:

- a) The member's immediate family (spouse, parents, children, grandchildren, aunt, uncle, nieces, nephews, etc.);*
- b) Any business entity or other organization in which the member is an officer or board member; and*
- c) Any business entity in which member has control or ownership of at least five percent of the stock or legal or beneficial ownership of the entity.*

Whenever an advisory committee member has any doubt about as to the applicability of this policy in a specific situation, he or she should seek the advice of the Chatham County Attorney.

Any advisory committee member violating this policy shall be subject to removal from the advisory committee by the Chatham County Board of Commissioners.



Chatham County, NC

Text File

File Number: 17-2334

Agenda Date: 9/18/2017

Version: 1

Status: Work Session

In Control: County Manager's Office

File Type: Agenda Item

Agenda Number:

Vote on a request to approve Formation and Organization of Human Relations Task Force

ACTION REQUESTED: Vote to Approve Formation of Organizational Human Relations Task Force

INTRODUCTION & BACKGROUND:

In February 2017, the Board of Commissioners reviewed an early report on options to create a new Human Relations Commission or Committee. At that time, the commissioners felt that it was important to hear from diverse voices in the community.

During March-May, 2017, the Director of Community Relations sponsored four focus groups that included community groups, county agencies, African Americans, Hispanic/Latino residents, school system and youth organizations.

The feedback from these 57 people indicated that that the county needed to rethink the type of group needed to effectively promote better understanding and mutual respect among residents of varying backgrounds and identities, include race, ethnic origin, gender identification, income level, age, education and geographic location.

DISCUSSION & ANALYSIS:

Several common themes emerged from the focus groups:

- Transportation challenges
- Self-segregation in schools
- Barriers to parental involvement with their kids
- Barriers to diverse voices on major issues facing the county
- Limited services access in western Chatham
- Not enough for youth activities outside schools
- Limited affordable and safe housing
- Poor access to broadband for school and work

They identified the following as vital to actually leveraging change: faith community, nonprofits, K-12 schools, community college, law enforcement, nonprofits, county human services agencies, business community, elected officials, youth and seniors. They also noted that a very diverse group of people would need to lead this effort.

The focus group members generally agreed that elected officials and Chatham County

have a key role, but more as catalysts/conveners and funding support. Instead, **community ownership** emerged as vital to making true systemic change over time and survive changes in political leadership.

Other recommendations for success:

- Clearly defined mission
- Need better data from our diverse communities
- Team-building and goal-setting to identify clear priorities without trying to do too much
- Focus on positives, such as helping young people find a path for the future and providing resources for those with specific problems
- A place for people to be listened to/supported
- Meets around the county, not just Pittsboro

To ensure inclusiveness, we will need to work with groups like Hispanic Liaison and Communities in Schools to help develop new leaders and prepare them to participate in programs like this. We also need to enlist EW faces, not always the same ones who participate already. Young people seemed to be a priority for all groups.

Based on these findings, we are recommending that the county move toward a community-based initiative loosely based on the model used by the Chatham Health Alliance would seem to be a better model to accomplish long-term change. In this model, the Board of Commissioners and the county serve as catalysts and may provide funding, but do not use a traditional county committee structure.

The advantages of a community-based entity:

- More likely to foster community ownership and solutions to real problems
- Startup costs could be attractive to several foundations due to unique approach
- More likely to foster other related partnerships
- Not as dependent on the county (or any other local government) to survive
- Different groups and individuals with varied interests can engage in specific subcommittees or projects where they best fit, but not necessarily all
- Meetings can be more welcoming than a formal county board or committee

The disadvantages are of this option are:

- More time needed to organize and get started
- Some expertise in community organizing needed to guide the group
- Priorities may not always be exactly what the BOC would pick on their own
- Could require more county funding down the road to sustain it

NEXT STEPS:

Authorize the County Manager's Office to convene a temporary task force with these assignments.

PHASE ONE

- Agree on what to call the new community-based partnership and develop a clear mission statement

- Make contacts with towns, school system, key nonprofits, churches, etc. to identify interest & support
- Develop a proposed Steering Committee structure and appointment processes
- Identify initial resource needs
- Present report to the County Manager & BOC for approval
- **PHASE TWO**
 - Help recruit Steering Committee members in partnership with the county, towns, schools, etc.

Recommended Task Force Membership:

The Board of Commissioners would each have one appointment to be made in October. The other task force members would be recruited by the County Manager's Office through contact with the specified groups:

- Towns of Siler City, Pittsboro and Goldston: 1 seat each
- School system: 1 seat
- Hispanic Liaison: 2 seats
- NCAAP (east & west): 1 seat per entity
- Sheriff's Office: 1 seat
- Council on Aging: 1 seat
- Health Director: 1 seat
- Youth-Related Nonprofits: 2 seats (i.e. Communities in Schools, Boys & Girls Club Siler City)
- Church representatives: 2-3 seats

Options: Orange/Chatham Interdenominational Ministerial Alliance, West Chatham Ministerial Association, Hispanic/Latino church leader

We will work with the school system and the nonprofits to engage young people in the development process. It will be critical to come up with a partnership model that will allow young people to be at the table.

Recommended Timeline:

- October 16, 2017: BOC appointments
- October 31, 2017: Finalize other appointments and secure outside consultant
- November: First meeting of task force
- Early 2018: Identify & pursue grant resources for startup phases
- April 2018: Report to Board of Commissioners on formation of a community-based human relations partnership
- May 2018: Begin implementation and funding/staffing needs to support the initiative
- July 2018: Task force disbands after steering committee is formed

We have identified a couple of people who might be good candidates as consultants to help the task force and provide more extensive help to the eventual Steering Committee.

Budgetary Impact: Could involve limited expenses in FY 2017-18 for a few hours of consultant work and likely more extensive consultant expenses in FY 2018-19.

Recommendation:

Vote to approve the recommended formation of a Human Relations Organizational Task Force as outlined above and be prepared to make your appointments in October.



Formation of
Human
Relations
Initiative
Task Force

Focus group feedback

- Community groups & county agencies
- African-American community
- Schools & Youth Organizations, including racial minorities and LGBTQ
- Hispanic & Latino community

TOTAL OF 57 people from across the county

Three key questions

- What are the most pressing human relations issues in Chatham County, based on your experience?
- Who needs to be involved to change things for the better?
- What does an effective human relations initiative look like?

Issues: Common themes

- Limited communications among different cultures, races, religions (self-segregation)
- Fear and isolation, especially in Hispanic/Latino families but also African-Americans too
- Negative perceptions of law enforcement (lack of positive interactions)
- Disparity in job training, educational opportunities and wages
- Health and mental health access disparities and related barriers (stigmas, income, etc)

Issues: Common themes

- Transportation challenges
- Self-segregation in schools
- Barriers to parental involvement with their kids
- Barriers to diverse voices on major issues facing the county
- Limited services access in western Chatham
- Not enough for youth activities outside schools
- Limited affordable and safe housing
- Poor access to broadband for school and work

Who needs to be involved?

- Faith community
- Nonprofit leaders
- K-12 Schools and CCCC
- Law enforcement
- County human services agencies
- Business community
- Elected officials
- Young people and seniors
- Make sure that all of the above have diverse ethnic/racial backgrounds and different parts of the county

Interesting points about “WHO”

- Most felt that elected officials and Chatham County have a key role, but more as catalyst/convener and funding support
- Also, must have the towns and school system engaged as key partners
- Community ownership emerged as vital to making true systemic change over time

What does an effective entity look like?

- Clearly defined mission
- Broad community ownership and engagement
- Need better data from diverse communities
- Team-building and goal-setting to identify clear priorities without trying to do too much
- Focus on positives, such as helping young people find a path for the future
- A place for people to be listened to/supported
- Meets around the county, not just Pittsboro

About inclusiveness

- Inclusiveness will not be easy
- Will need to work with groups like Hispanic Liaison and Communities in Schools to help develop new leaders to prepare them to participate
- Must tap into NEW faces, not same ones who participate already
- Young people seemed to be a priority for all groups

Recommended approach

- A community-based partnership, possibly with a structure like the Chatham Health Alliance, appears to be a better model to accomplish long-term change
- In this model, the Board of Commissioners and the county serve as catalysts and may provide funding, but is not a traditional county committee
- For example...

County Leadership & Convener

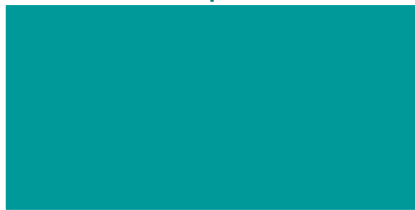


Chatham Human Relations Partnership Steering Committee

Some appointments by BOC, towns, etc. but others for key groups to select



Subcommittees Based on Priorities



Advantages of this model

- More likely to foster community ownership and solutions to real problems
- Startup costs could be attractive to several foundations due to unique approach
- More likely to foster other related partnerships
- Not as dependent on the county (or any other local government) to survive
- Different groups and individuals with varied interests can engage in specific subcommittees or projects where they best fit
- Meetings can be more welcoming (less formalized rules)

Disadvantages of this model

- Will take more time to organize and get started
- Will need some expertise in community organizing
- May develop priorities that are not always the same as commissioners, towns, etc.
- May require more county funding down the road to sustain it

Formation of temporary task force to do the following:

● PHASE ONE

- Agree on what to call the new community-based partnership and develop a clear mission statement
- Make contacts with towns, school system, key nonprofits, churches, etc. to identify interest & support
- Develop a proposed Steering Committee structure and appointment processes
- Identify initial resource needs
- Present report to the County Manager & BOC for approval

● PHASE TWO

- Help recruit Steering Committee members in partnership with the county, towns, schools, etc.

Task force composition

NOTE: Except BOC appointments, others are selected by the designated organizations:

- County Commissioners: 1 seat each
- Towns of Siler City, Pittsboro and Goldston: 1 seat each
- School system: 1 seat
- Hispanic Liaison: 2 seats
- NCAAP (east & west): 1 seat per entity
- Sheriff's Office: 1 seat
- Council on Aging: 1 seat
- Health Director: 1 seat
- Youth-Related Nonprofits: 2 seats (i.e. Communities in Schools, Boys & Girls Club Siler City)
- Church representatives: 2-3 seats
 - ❖ Options: Orange/Chatham Interdenominational Ministerial Alliance, West Chatham Ministerial Association, Hispanic/Latino church leader

Youth voices

- We will work with the school system and the nonprofits to engage young people in the development process.
- It will be critical to come up with a partnership model that will allow young people to be at the table.

Possible consultants & experts

- The Racial Equity Institute based in Greensboro have a few consultants who have community organizing backgrounds and live in the area. If selected, we would develop a contract with the person who seems to be the best fit.
- We also would utilize staff of the county's Health Alliance to inform the task force
- School of Government faculty also willing to provide guidance and best practices as needed

Timeline

- October 16, 2017: BOC appointments
- October 31, 2017: Finalize other appointments and secure outside consultant
- November: First meeting of task force
- Early 2018: Identify & pursue grant resources for startup phases
- April 2018: Report to Board of Commissioners on formation of a community-based human relations partnership
- May 2018: Begin implementation and funding/staffing needs to support the initiative
- July 2018: Task force disbands after steering committee is formed

Request of Commissioners

- Approve the recommended formation of a Human Relations Organizational Task Force, which will include the appointment process and general timeframe for the next few months
- Be prepared to identify your nomination in October



Chatham County, NC

Text File

File Number: 17-2314

Agenda Date: 9/18/2017

Version: 1

Status: Work Session

In Control: Board of Commissioners

File Type: Agenda Item

Request to appoint Chatham County Commissioner to the Aging Plan Steering Team

Action Requested: Request to appoint Chatham County Commissioner to the Aging Plan Steering Team

Introduction & Background:

Discussion & Analysis:

Budgetary Impact:

Recommendation: Approve appointment



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August 25, 2017

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James G. Crawford, Chairman
Chatham County Board of Commissioners
P. O. Box 1809
Pittsboro, NC 27312

Dear Commissioner Crawford:

As you may know, we have an exciting opportunity to develop a comprehensive plan for optimal aging in Chatham County with the help of a team of graduate students from the UNC-CH School of Global Public Health. This team of five Health Behavior students will begin working with us in September toward completion of the plan by early May. We want to supplement other efforts underway, including PlanChatham, the County's overall comprehensive plan.

A number of community leaders have already agreed to serve on the Steering Team for this important project. We hope that a County Commissioner would also be willing to join the Steering Team to help us develop an inclusive and realistic plan that would be of value to the Commissioners and all of Chatham County. It is anticipated that the Steering Team will meet about once a month between September and May during the day.

With Chatham as one of North Carolina's leading counties in the aging of the population, we want to remain a leader in responding to the opportunities and needs presented by this demographic. While this project will certainly help our Council on Aging prepare for the future, it should also serve as a catalyst for engaging Chatham residents, public officials, health and human services organizations, the business and faith communities, and other stakeholders in shaping our overall private and public response.

Please let me know if you have any questions. I hope it is possible for a Commissioner to be part of our Steering Team. In addition, we look forward to briefing the Commissioners about this effort as it progresses.

Sincerely,

Dennis W. Streets

cc. Lindsay Ray
Renee Paschal



Chatham County, NC

Text File

File Number: 17-2315

Agenda Date: 9/18/2017

Version: 1

Status: Work Session

In Control: Board of Commissioners

File Type: Agenda Item

Agenda Number:

Set Dates of January 2018 Board of Commissioners Retreat.



Chatham County, NC

Text File

File Number: 17-2337

Agenda Date: 9/18/2017

Version: 1

Status: Work Session

In Control: Board of Commissioners

File Type: Agenda Item

Agenda Number:

Closed Session to discuss matters relating to economic development.



Chatham County, NC

Text File

File Number: 17-2327

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Board of Commissioners

File Type: Minutes

Vote on a request to approve the August 21, 2017 Work and Regular Session Minutes



Chatham County, NC

Meeting Minutes

Board of Commissioners

Monday, August 21, 2017

6:00 PM

Historic Courthouse Courtroom

Work Session - 3:00 PM - Historic Courthouse Courtroom

Present: 5 - Chairman Jim Crawford, Vice Chair Diana Hales, Commissioner Walter Petty, Commissioner Mike Dasher and Commissioner Karen Howard

PUBLIC INPUT SESSION

No one signed up to speak.

BOARD PRIORITIES

[17-2273](#)

Recreation Advisory Committee FY 2017 Annual Report

Attachments: [Recreation Advisory Committee 2017 Annual Report Final 2](#)
[Advisory Committee summary annual report 2016-2017 fill in sheet](#)

Josh Lindgren, Chair of the Recreation Advisory Committee, gave a presentation to the Board. (Presentation Attached).

Vice Chair Hales asked how the joint use of facilities is working with the schools. The County Manager stated staff has talked with the schools about including a joint recreation center in the elementary school.

Chairman Crawford asked what other jurisdictions were doing. Tracy Burnett, Recreation Director, stated Cumberland and Wake Counties have very good models of joint facilities.

Vice Chair Hales asked if there is any partnership between the County and Siler City. Ms. Burnett stated the County collaborates a lot with the Town of Siler City. The basketball and softball programs are joint leagues with Siler City.

This Agenda Item was received and filed.

[17-2290](#)

Questions and answers with Duke Energy regarding coal ash recycling at Cape Fear Plant

Attachments: [0002_1_Cape Fear recycling update for Chatham Co Commissioners revised 8.11](#)

Indira Everett, Duke Energy District Manager Government & Community Relations,

introduced her team: Jennifer Pittman, Community Relations Manager, Brian Weisker, Vice President Coal Combustion Products Operations & Maintenance, and Tony Mathis, Manager Beneficial Reuse.

Mr. Weisker gave a presentation to the Board. (Presentation attached)

Chairman Crawford asked what the timeline is for processing and selling the coal ash. Mr. Weisker stated ten to fifteen years. Chairman Crawford stated there is a professor at NC A&T who has a team that has been able to create a synthetic wood product. He asked if Duke was working with them at all. Mr. Weisker stated they have been working with them the past two years.

Commissioner Dasher asked what would happen to the facility after they were finished processing the coal ash. Mr. Weisker stated they would decommission the facility.

Vice Chair Hales asked what is going up the smokestack and also if there are scrubbers in the stack. Mr. Weisker stated water vapor goes up the stack. They will use a dry scrubbing technology with a limestone product. The advantage of dry scrubbing is there is no wastewater.

Vice Chair Hales asked if the legislation gives them a timeline. Mr. Weisker stated August 1, 2021 for the Cape Fear Plant.

Commissioner Howard asked how long it would take to construct the facility. Mr. Weisker stated twelve to eighteen months.

This Agenda Item was received and filed.

[17-2289](#)

Receive Presentation from Chatham County Affordable Rental Housing Task Force and vote on a request to approve to amend the Chatham County Advisory Committees Policy and Addendum A to include the formation of the Affordable Housing Advisory Committee.

Attachments: [2017-0821 Chatham County Presentation](#)
[Building the Affordable Housing Advisory Committee 2](#)
[Chatham County Advisory Committees Policy - Addendum A](#)
[Chatham County Advisory Committees Policy](#)

Policy Analyst Tansy Long introduced the item.

Aspen Romeyn with Triangle J Council of Governments gave a presentation to the Board. (Presentation attached)

Commissioner Petty stated he would like the committee to be involved in economic development.

A motion was made by Vice Chair Hales, seconded by Commissioner Howard, to approve reconstituting the Affordable Housing Advisory Committee and amend the Advisory Policy and Addendums. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2267](#)

Vote on a request to award the Nature Trail Mobile Home Park Waterline Replacement Project to Carolina Civilworks, Inc. and approve Renee Paschal, County Manager, to sign the contract on behalf of the County and vote on a request to adopt the Project Ordinance.

Attachments: [Attachment - Nature Trail Bid Evaluation 6-29-17](#)
[Project Ordinance Nature Trail Amended](#)

Utilities Director Larry Bridges reviewed the history of the Nature Trail Mobile Home Park Waterline.

Mr. Bridges stated the 2014 cost estimate did not include the eight inch line replacement or the pump station. Those items added \$550,000 to the cost of the project. There was not a lot of interest in the project. The County had to re-bid the project after only getting two bids. The same two companies submitted bids the second time and raised their prices, realizing there was not a lot of interest in this project.

A motion was made by Vice Chair Hales, seconded by Commissioner Howard, that this Ordinance, attached hereto and by reference made a part hereof, be adopted and to approve awarding the bid and authorizing the County Manager to execute the contract. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2292](#)

Vote on a request to approve petitioning Nutrient Scientific Advisory Board (NSAB) to allow Chatham County a voting seat.

Attachments: [2017.06.02 NSAB Meeting Summary DRAFT](#)
[2017.08.04 NSAB Agenda draft](#)
[DRAFT Storm Drain Cleanout Practice Aug 2](#)
[NSAB Charter DRAFT Aug 2](#)

Vice Chair Hales stated the Nutrient Scientific Advisory Board does not have a voting seat for Chatham County. She asked the Board to approve sending a letter to the NSAB asking Chatham County to be a voting member.

A motion was made by Vice Chair Hales, seconded by Commissioner Dasher, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

CLOSED SESSION[17-2294](#)

Closed Session to discuss matters relating to economic development, attorney-client privilege and personnel.

A motion was made by Commissioner Howard, seconded by Commissioner Dasher, to approve going out of the Work Session and convening in Closed Session to discuss matters relating to economic development, attorney-client privilege and personnel.. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

ADJOURNMENT

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that this meeting be adjourned. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

End of Work Session

Regular Session - 6:00 PM - Historic Courthouse Courtroom

Present: 5 - Chairman Jim Crawford, Vice Chair Diana Hales, Commissioner Walter Petty, Commissioner Mike Dasher and Commissioner Karen Howard

INVOCATION and PLEDGE OF ALLEGIANCE

Commissioner Hales invited all in attendance to observe a moment of silence after which the Chairman invited everyone present to stand and recite the Pledge of Allegiance.

CALL TO ORDER

Chairman Crawford welcomed those in attendance and called the meeting to order at 6:08 PM.

APPROVAL OF AGENDA and CONSENT AGENDA

Chairman Crawford stated the Board needed to add approval of the amended Ag Center Project Ordinance to the Consent Agenda.

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that the Agenda and Consent Agenda be approved as amended. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2296](#)

Vote on a request to approve the July 17, 2017 Work and Regular Session Minutes.

Attachments: [Draft Minutes 07.17.2017](#)

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that this Minutes be approved. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2209](#)

Vote on a request to approve a conditional use permit revision request by CE Groups on behalf of the F-L Legacy Owner LLC for a conditional use permit revision on Parcels 17378, 83655, 89437 to revise the current site/sketch plan to relocate some residential lots, increase open space, reconfigure some road r-o-w, reduce total roadway length, and to eliminate one subdivision road connection to Big Woods Road.

Attachments: [More Information from Planning Department Website](#)

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that Resolution #2017-24 Approving a Revision to a Conditional Use Permit Request by F-L Legacy Owner, LLC, attached hereto and by reference made a part hereof, be adopted. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2285](#)

Vote on a request to approve Lee Bowman, Project Manager, for subdivision Recombination and Final Plat review and approval of SD West - Parcels A and D, consisting of 2 lots on 10.10 acres, located off SR-1529, Taylor Road, Baldwin Township, parcel #'s 18911 and 86288.

Attachments: [More Information from Planning Department Website](#)

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2268](#)

Vote on a request to approve the purchase of one RAMVAC 2000 Trailer Mounted Vacuum Machine from the NJPA Cooperative Purchasing contract awarded to Rodders & Jets Supply Company, in the amount of \$150,346.88 and authorize the County Manager to execute the contract.

Attachments: [Attachment - CHATHAM RAMVAC 2000 2017 NJPA 5 QUOTE updated](#)

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that this Contract, attached hereto and by reference made a part hereof, be approved. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2269](#)

Vote on a request to approve Sheriff Vehicle Purchase 2017-18.

Attachments: [17-03-0912 Award Spec 92 explorer](#)
[17-03-0912 Award Spec 157 charger](#)
[17-03-0912 Award Spec 162 durango](#)
[17-03-0912 Award Spec 270 tahoe](#)

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2274](#)

Vote on a request to approve the Tax Releases and Refunds.

Attachments: [July 2017 Release and Refund Report](#)
[July 2017 NCVTS Pending Refund Report](#)
[June 2017 Manual NCVTS Pending Refund Report](#)

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that the Tax Releases and Refunds, attached hereto and by reference made a part hereof, be approved. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2277](#)

Vote on a request to adopt A Resolution Approving the Addition of Lindsay Burke Place in the Manns Crossing Subdivision to the North Carolina System of Secondary Roads

Attachments: [Signed Comm Resolution Request](#)
[Manns Crossing Subdivision Resolution](#)

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that Resolution 32017-25 for the Addition of Streets or Roads to the North Carolina System of Secondary Roads in the Manns Crossing Subdivision, attached hereto and by reference made a part hereof, be adopted. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2295](#)

Vote on a request to adopt A Resolution Approving the Addition of Bingham Ridge Drive, Mystic Lane, and Suncatcher Court in the Bingham Ridge Subdivision to the North Carolina System of Secondary Roads

Attachments: [Bingham Ridge Subdivision Resolution](#)
[Bingham Ridge Subdivision Request](#)

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that Resolution #2017-26 for the Addition of Streets or Roads to the North Carolina System of Secondary Roads in Bingham Ridge Subdivision, attached hereto and by reference made a part hereof, be adopted. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2298](#)

Request to consider adoption of Resolution of the Chatham County Board of Commissioners Authorizing the Sale of Tax Foreclosed County Owned Property by the Upset Bid Procedure

Attachments: [Resolution Upset Bid Franklin property Parcel #17443](#)

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that Resolution #2017-27 Authorizing the Sale of County Owned Property by the Upset Bid Procedure, attached hereto and by reference made a part hereof, be adopted. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2278](#)

Vote on a request to approve Recreation Advisory Committee recommendations to award grants to recreation.

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2291](#)

Vote on a request to approve sending a letter to the Department of Environmental Quality requesting to direct Environmental Mitigation Trust funds the State will soon receive towards light-duty electric vehicle (EV) charging and mass transit electrification.

Attachments: [CC VWFundsLtr](#)

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2297](#)

Vote on a request to approve the naming of one private road in Chatham County

Attachments: [Kingbird Lane Petition](#)
[Kingbird Lane](#)

A motion was made by Commissioner Karen Howard, seconded by Vice Chair Diana Hales, that this Agenda Item was approved. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2287](#)

Vote on a request to approve a License between the County and Army Corps of Engineers for the operation and maintenance of communications equipment on the B. Everett Jordan Corps Communication Tower and utility and equipment storage buildings on the lands of B. Everett Jordan Dam and Lake Project.

Attachments: [License 5 Year Jordan Lake EOC Tower ARMY CORPS](#)

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that this Contract, attached hereto and by reference made a part hereof, be approved. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2300](#)

Vote on a request to approve a 50 year Lease between the County and Chatham Transit Network and authorize the county manager to sign the Lease.

Attachments: [FINAL LEASE CHATHAM TRANSIT NETWORK 2017-2067](#)

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that this Contract, attached hereto and by reference made a part hereof, be approved. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2288](#)

Vote on a request to approve the revised Siler City CAM Megasite Option Agreement and authorize the county manager to sign the Agreement and authorize the county manager and county attorney to make minor changes to the option before it is finalized.

Attachments: [CAM Option Agreement 2017 \(Chatham County Mega Site\) \[8.15.17 - for County Approval\]](#)

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that this Contract, attached hereto and by reference made a part hereof, be approved. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2284](#)

Vote on a request to approve the mutual use agreement with the Town of Siler City and authorize the County Manager to execute the agreement.

Attachments: [Mutual use agreement with Town of Siler City](#)

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that this Contract, attached hereto and by reference made a part hereof, be approved. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2265](#)

Vote on a request to approve the FY 2018 - 2019 Budget Calendar

Attachments: [Draft FY 19 BudgetCalendar](#)

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2301](#)

Vote on a request to approve re-appointment of Emily Foushee to the 2017-2019 Jury Commission.

Attachments: [Appointment Request Letter](#)

[Appointment Form](#)

[General Statutes](#)

[Jury Commission's Statement of Sources and Procedures](#)

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that this Appointment be approved. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2305](#)

Vote on a request to adopt Project Ordinance Concerning the Chatham County Agriculture Center.

Attachments: [Project Ordinance Ag Center Amended](#)

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that this Ordinance, attached hereto and by reference made a part hereof, be adopted. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

End of Consent Agenda

SPECIAL PRESENTATION

The County Manager introduced Mike Reitz, the new Communications Director.

[17-2302](#)

Vote on a request to adopt a Resolution Proclaiming September 2017 as Hispanic Heritage Month in Chatham County.

Attachments: [Chatham Hispanic Heritage Month proclamation](#)

Chairman Crawford read the resolution in both English and in Spanish. Chairman Crawford presented the resolution to Ilana Dubester, Director of the Hispanic Liaison.

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that Resolution #2017-28 Proclaiming September 2017 as Hispanic Heritage Month, attached hereto and by reference made a part hereof, be adopted. The

motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2280](#)**Recognize Sam Groce upon His Retirement from Cooperative Extension**

Chairman Crawford presented Sam Groce, Cooperative Extension Director, with a plaque recognizing his twenty-four years of service to the County.

Mr. Groce thanked the commissioners, County staff and the citizens for all their support over the years.

PUBLIC INPUT SESSION

Maja Kricker submitted the following comments:

In front of the Chatham County Courthouse stands a statue of a Confederate soldier, rifle at the ready. Some say it is a historical monument, living history. I would agree. Let's look at that history. The monument was erected in 1907 by the United Daughters of the Confederacy, more than four decades after the war ended. The United Daughters of the Confederacy was founded in the 1890s at a time when there was a concerted and violent effort to prevent black people from voting and lynching of black people was rampant throughout the South. The UDC honored and glorified the Ku Klux Klan as heroes.

The UDC erected many similar monuments throughout the South, primarily in the early 1900s, as part of a campaign by white supremacist organizations to whitewash the Civil War as a war for states rights and to justify Jim Crow laws and the violent oppression of African Americans. That the majority of these monuments were built in front of court houses was no accident. The intent was to send a message to African Americans that justice is a guarded privilege of whites and that white supremacy is the rule of law in our courts.

That is the living history and the message today of the monument in front of our courthouse and it is a message that is wrong for Chatham County. I am asking you to remove the statue as a message and a commitment that we are all equal in the eyes of the law. Currently there are North Carolina statutes that require permission of the NC Historical Society to remove the monument. However, local governments are responsible for the safety and security of the public. We are only safe and secure when we are assured of equal justice for all of our community. Remove the Confederate soldier with the gun and the terrible legacy he guards from the front of our courthouse.

Joshua Kricker submitted the following comments:

I appear before the Commissioners today to ask that you take two actions. 1. draft a resolution asking the North Carolina General Assembly repeal North Carolina General Statutes § 100-2.1 (b). The second action I ask you to take is to instruct the County Attorney to file a legal action for declaratory relief requesting the Court decide whether § 100-2.1 (b) constitutes an illegal and unwarranted intrusion into local government affairs. I am familiar with the general laws regarding state preemption of local government authority. I am aware that in North Carolina town, municipal and county governments are political subdivisions of the state and derive their powers from the

state. When a state makes a law intending to apply to local authority that this one of the criteria the courts look at to see if preemption has occurred.

In the case of § 100-2.1 (b), however, at least as it applies to Chatham County (and I suspect many other localities), the state has done this where there is no legitimate state interest. The state did not erect the statue. They did not pay for its creation, nor is it located on state land. At least as far as Chatham County is concerned, the state has presumed to legislate in an area that should be left solely to local decision making, otherwise what little autonomy local government is supposed to have means nothing.

Larry Ballas submitted the following comments:

I have a handout for you all. I wanted to start out with fixed law. Fixed law in chemistry and physics is the rate of which a substance diffuses through another is directly proportional to the concentration gradient of the diffusing substance. In biological systems it is diffusion through a membrane. This, to me, means if there is pollution going over in Beijing, China that it will end up here in Chatham County. We are so worried about CO₂ in Chatham County. Everybody around us and around the world, all the CO₂ is diffusing through the air. No matter how hard we try to clean up our atmosphere, it will be no cleaner than what diffuses from other places around the world. Based on CO₂, we need to know how much is in the county and we need a way to measure it. I am not sure there is a good way to measure it. You can take air samples and do it but you can also do it by measuring water samples. Rain is in equilibrium with the atmosphere where there is CO₂. This is the pH expected for natural rain. It is pH of 5.65. It is also a pH expected of a body of water as an equilibrium with the atmosphere, which Jordan Lake is. It does not contact limestone or other pollutants. Unfortunately Jordan Lake is polluted. We can measure the pH of Jordan Lake. The lake is essentially basic. It has a high pH which means it doesn't have acid in it, which means the CO₂ in Chatham County is not changing the lake. You would expect CO₂ to form with O₂ to form carbonic acid and that essentially lowers the pH of the lake. Although you can measure the effect of CO₂ on the lake if you know what the starting pH is. The state does that every year. We don't need to have anybody else look at it. We can look at this data from year to year to see the pH decreasing, you can say it is probably due to CO₂ or some other pollutant. Finally, there are examples of diffusion that occurs in the world. One is when we started our atomic bomb program and started to explode in outer space. It is a well known fact that the radiation ended up completely circling the globe. Then they decided to do underground tests and that radiation diffused through soils also. The recent nuclear plant that exploded in Japan, that radiation ended up in California. Diffusion is occurring in that practice. There is an effect of dust on the coral reefs in the Caribbean where people thought it was CO₂ originally. The wind is picking up the dust from Africa, sending it over the Atlantic to the Caribbean and it is falling down on the coral reefs and destroying them. It is not the CO₂ destroying them. It is the dust that is landing on the coral reefs that is blocking the sun. Thank you.

Mark Derewiz submitted the following comments:

I represent the Baha'is of Chatham County. There are fifty Baha'is in our community and nine of us are here tonight. We would like to talk to you about a proposed resolution and we would be honored for you to consider it. I would like to read the resolution now:

WHEREAS: October 21-22, 2017 marks the 200th Anniversary of the Birth of Baha'u'llah, the founder of the Baha'i Faith; and

WHEREAS: Baha'u'llah called for fellowship and peaceful collaboration among the followers of all religions, while today religious hatred and fanaticism continue to fuel violence, tyranny, and terrorism; and

WHEREAS: Baha'u'llah affirmed the equality of women and men as early as the 1840s, while today the oppression of women still holds back the progress of so many societies; and

WHEREAS: Baha'u'llah taught that humanity is one family and called for the elimination of racism, prejudice, and discrimination, while today racism remains a persistent evil; and

WHEREAS: Baha'u'llah declared that universal education is required for societies to succeed, while today universal access to education is still unattained; and

WHEREAS: Baha'u'llah called for spiritual solutions to the economic problems of extreme wealth and poverty, while today so few people hold most of the world's wealth even as billions of people live in destitution; and

WHEREAS: Baha'u'llah urged the leaders of the world to look beyond nationalistic rivalries to create a system of collaborative security, while their failure to do this led to two world wars, multiple other conflicts, many disparate terrorist organizations, and a massive global arms trade; and

WHEREAS: The wide gap between these ideals and the state of the world calls for people of all faiths and no faith tradition to rise above narrow partisanship and work together to foster a deeper unity, which must be established before true peace in our day is attainable;

Now therefore be it RESOLVED: That the County of Chatham, NC, in recognition of the significance of this bicentenary, urges all citizens to work for the realization of the principles of equality, justice, and human solidarity promoted by Baha'u'llah.

Phillip Gilfus submitted the following comments:

I am from Snow Camp. I would also humbly submit to this Board that you would consider the passage of a resolution asking for the overturning of the 2015 historic statue law that the General Assembly passed. In a former lifetime in many counties to the east, I actually sat in the same Chair you are sitting in in Cumberland County. I know it can be very frustrating when you are trying to help your county tell a story to help your citizens and the state says you cannot. We all know that the county is a creature of the state as well as the cities, however, there are things that are clearly part of the local power. There are things that are clearly the state's power. The 2015 law says counties can't tell their story, only the state can. I don't believe that. I ask that this Board ask the state that Chatham County tells its own story. We decide what stays and what doesn't stay. That is an argument and debate that we can have here in Chatham County, not some unelected panel in Raleigh. I ask that you consider that. This is not the only law that this is true with. When I look outside, whether or not whatever feelings that brings to you, my question as someone who joined the US Army

after September 11th and was deployed to Iraq, I find it interesting that we tend to only focus on one war sometimes. I went to too many memorial ceremonies in 2005, more than I'll ever go to in my lifetime. I have particular feelings on focusing on one war and those who died when there are many wars. Chatham County has a proud history from the Revolutionary War up to the present day of people who have given their life. I don't believe we should focus on one war and those who gave their life. Chatham County gave too much for this country and we should be honoring all who passed. I just ask that this Board say Chatham County tells its own story, not the State of North Carolina.

PUBLIC HEARINGS

17-2293

A Legislative Public Hearing to consider revisions to the Chatham County Flood Damage Prevention Ordinance.

Attachments: [Chatham County Flood Damage Prevention Ordinance \(REDLINE\)-BB \(00000003\)](#)
[More Information from the Planning Department Website](#)
[FEMA Letter regarding adoption deadline](#)

Planner Dylan Paul reviewed the specifics of the request.

The Chairman opened the hearing.

No one signed up to speak.

The Chairman closed the hearing.

This Agenda Item was referred to the Planning Board.

17-2281

A Legislative Public Hearing request by Stephen Gangemi to rezone property located at 10295 US 15-501 N, Parcel No. 66505, from R1, Residential to CD-NB, Conditional District Neighborhood Business and convert a single-family residence into general and professional offices for a chiropractic business.

Attachments: [More Information from Planning Department Website](#)

Zoning Administrator Angela Birchett reviewed the specifics of the request.

The Chairman opened the hearing.

No one signed up to speak.

The Chairman closed the hearing.

This Agenda Item was referred to the Planning Board.

17-2282

A Legislative Public Hearing request by Nathan Glines, owner Harmony Gardens, to rezone a portion of property located at 5661 Beaver Creek Rd, Parcel No. 5727, from R1, Residential to CD-NB, Conditional District Neighborhood Business to develop an events center to hold weddings and

other such gatherings.

Attachments: [More Information from Planning Department Website](#)

Zoning Administrator Angela Birchett reviewed the specifics of the request.

The Chairman opened the hearing.

No one signed up to speak.

The Chairman closed the hearing.

This Agenda Item was referred to the Planning Board.

[17-2286](#)

Request by the Chatham County Board of Commissioners for a Public Hearing on the proposed Chatham County Comprehensive Plan.

Attachments: [More Information from Planning Department website](#)
[Comprehensive Plan Presentation](#)

Planning Director Jason Sullivan introduced the item and also introduced Meg Nealon with LandDesign, the consultant for the Comprehensive Plan.

Ms. Nealon gave a presentation to the Board. (Presentation attached)

Commissioner Howard stated the plan is exceptional.

Vice Chair Hales agreed and stated she was impressed with how active the citizenry was with the process.

The Chairman opened the hearing.

Phillip Johnson submitted the following comments:

I am here to express concern about the twenty-five year plan and the process. The far west townships of Albright, Matthews and Bear Creek represent 29% of Chatham County's population and coincidentally land use but had almost no direct representation in deciding the plan. By direct I mean residents living within those townships. Of the thirty-five persons, steering and planning committees and BOC, show only two to appear to personally live in the far west. One is Commissioner Petty and one is Linda Harris in Siler City. There are a couple more with 27344 addresses but they live in Hickory Mountain. That is two of thirty-five. 6% representation for almost a third of the county's population. We were represented one for ten thousand while the rest of the county got a representation of one for 1,500. Equal representation would have dictated we get ten. Even if I am in error by 200% it still is weighted more than two to one in favor of this part of the county. Last year's zoning effort resulted in almost 40% of combined planning and BOC members siding with far west and southern opposition. It is what I call a majority minority. Remembering that close vote I maintain you have denied equal geographic representation and what could have been equity and possibly more harmony to the plan's effort. Your process is reprehensible and has only served to perpetuate the historic rift between the east and west. Let's recognize what it is. It's a game. It is a game with loaded dice, loaded with special interest, some with little or no understanding of geographic issues or personal value at stake. With LandDesign delivering what you want because you are their bosses, you

are writing their checks, enhanced by your palpable effort to limit participation from those most egregiously affected. A Supreme Court Justice, a democrat, wrote almost a century ago "experience teaches us to be most on our guard to protect liberty when the government's purposes are inefficient. Men born to freedom are naturally alert to propel invasion of liberty by evil minded rulers." I discount the evil minded term as hyperbole but we should all get the message. Another Justice, Clarence Thomas, wrote "America was founded on a philosophy of individual rights and not group rights." We wonder why Chatham County government, communities and citizens are so disfunctional. Thank you for this opportunity for me to express my concerns on the plan and last year's zoning by highlighting the apparent detachment of a third of the county's residents.

Josh L. submitted the following comments:

My family has lived on the same piece of land for forty years here in Chatham County. We have 115 acres of wooded pasture land as well as beaver wetland area. Our forests are old growth woodlands with around 2,000 feet of creek frontage along Terrell's Creek. Our land is now part of the Triangle Land Conservancy to help protect it for our family and help protect our community. We have looked over the proposed future land use and conservation map for Chatham County think it is a very good step in the right direction. We all know that Chatham will soon look like Cary or Apex if we do not put in place guidelines for development. We will be just another place with sprawling development. We have a chance now to create a community that will stand apart from others with agricultural areas ensuring locally grown and sold produce. Conservation areas ensure the survival of local wildlife, both plant and animal. All this will give Chatham a chance to continue being a beautiful and wonderful place to live and visit for generations to come. The only suggestions to the map would be to expand the conservation zone that our land is included in to encompass the other land conservancy properties along that edge of Chatham or at least to encompass the rest of Terrell's Creek to protect the watershed for the Haw River. Our family would also like to see some rules to enforce the map once it is finished. I thank you for your time and consideration. Please help to keep this special place special.

Heidi Zehnal submitted the following comments:

I live in Polk's Landing and it looks like it is going to be in a community center area in the plan. My concerns are that the traffic situation, the character of the area, and the health and well being and home values of the residents be taken into consideration when putting in new development. I understand there is already a lot of commercial development in the area and the Planning Board is trying to center it in certain areas. As long as it doesn't get so dense that there is a struggle for movement in and out of neighborhoods or doesn't cause a bottleneck on 15-501, your plan for putting retail hubs in an area makes sense. When it becomes a problems is when a residential area is turned into commercial area where there are a lot of houses that are expected to be there when people bought their houses and they have to knock down a lot of houses to create new development. Also when the development encroaches too much on a residential area it becomes a problem. There needs to be a buffer with residential areas from noise, crime, lights, odors, and water issues. Looking also at competition when you put in retail establishments in a community center, for example if there are four major grocery stores within a mile or two it could cause one of them to go out of business. I think there should be caveats in the plan where the competitive situation be taken into account when approving retail establishments. Also take into

account the owner's wishes. Traffic concerns are a major concern with 15-501. If there are few access points onto 15-501 you have to be sure there is not too much traffic on those access roads. There have been a lot of accidents over the years at the intersection of Polk's Landing and the Harris Teeter. You may have to consider widening 15-501. If 60% of the area is residential or green space then maybe the traffic will be okay but if a large retail establishment that could add 10,000 cars a day like a grocery store that could be a problem and create a bottleneck for people driving up and down 15-501. This could create a fire hazard of people trying to get in and out of the neighborhood. It is not fair to put very large retail establishments in areas where it would make it difficult to get in and out of a neighborhood. For example, Williams Corner would not make it difficult to get in and out of a large residential neighborhood as building a large retail establishment off of Polk's Landing would. The other issue is drive-thru fast food restaurants. I believe that all precautions should be taken to keep them as far away as possible from residential neighborhoods and center them in commercial areas that are not right next to residential areas.

Mike Petruska submitted the following comments:

I am a member of the Climate Change Advisory Committee and I was also on the Steering Committee for the Comprehensive Plan. I wanted to start off by giving my compliments to Jason Sullivan and his team and Jim Elza for the way they ran the process. From my perspective it was very inclusive and they reached out to people and got a lot of good input. The comments from the Climate Change Committee have really been to strengthen the connection between the Plan and how Chatham County interacts with the climate. It is a climate friendly plan and our comments have really been on how to make that a stronger kind of point. There are three things to remember; one is the traffic. The County has to get a handle on and manage the traffic. The study that our committee did with the help of the students at UNC Chapel Hill was that traffic is the biggest source of pollution and climate greenhouse gases emanating from the county. The second thing is the forestlands. What is amazing is three out of four tons, our forestlands are sequestering or capturing three out of four tons but if we lose that forestland we are going to start seeing more and more of that, that we are contributing more carbon than we are sequestering. We are sort of holding our own, capturing most of the carbon we produce. The final thing is to watch closely the development that occurs at the megasites. The right kind of industry can be great. It can be job producing and help the economy of Chatham County. The wrong kind of industry could set us back on the road to pollution. Overall, the ideas that are in the plan are great. Laying the ground work for charging stations, electric vehicles. You have seen on the news, ten years from now it is likely most cars are going to be solar and electric. Chatham County needs to get in front of that and really accommodate that. Let people have more flexibility. Let more people work from home. Let them use the internet with better broadband access. The conservation design team put together is very climate friendly. Overall it is a very good Plan. I am proud that I had an opportunity to be part of it. Thank you.

Angela Bond submitted the following comments:

Thank you for the opportunity to address you this evening. This is a really exciting time to be living in Chatham County, one of the fastest growing counties in the state and also one of the fastest growing states in the country. I would like to thank you for the consultative approach that you have taken in putting together this Plan. Recently our neighborhood, Polks Landing, has been very engaged and vocal in response to a

rezoning application that was submitted for property adjacent to our neighborhood. We very much appreciate the time and the care and attention that the commissioners and Planning Board have given to this matter. We have reviewed the definition of a community center noted in the plan and we have two questions related to that. One is how creative can we be in the definition of what a community center is. Secondly, how can we bring our communities together in an environment that is something other than a retail environment. We want to express our desire to continue to be involved and proactive. Finally we would just like to thank you for your time and attention and your request for input on the Plan. Thank you.

The Chairman closed the hearing.

This Agenda Item was referred to the Planning Board.

BOARD PRIORITIES

17-2167

Vote on a request to approve Glenda Toppe on behalf of Highcroft Commons, LLC for an amendment to the Chatham-Cary Joint Land Use Plan to change the density allocation for an area designated as Office/Institutional to the classification of MDR Medium Density to allow for 3.4 dwelling units per acre and change a portion of the LDR Low Density to Office/Institutional on a portion of Parcel 19865.

Attachments: [More Information from Planning Department Website](#)

Planning Director Jason Sullivan reviewed the specifics of the request. The Chatham County Planning Board recommended approval with 3.31 dwelling units per acre. The Town of Cary Planning Board recommended approval with 3.3 dwelling units per acre. The Chatham County Board of Commissioners must approve the plan amendment before the Town of Cary Board can approve the amendment. The final votes of both boards must be consistent in order for the plan to be amended.

Vice Chair Hales asked if this would apply to the entire Chatham-Cary Joint Land Use Plan or just this parcel. Mr. Sullivan stated it would only apply to this parcel.

A motion was made by Commissioner Petty, seconded by Commissioner Howard, that this Agenda Item be approved and that Medium Residential Density not exceed 3.3 dwelling units per acre. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

17-2187

Vote on a request to Approve the Public Option Agreement for the Moncure Megasite and authorize the county manager and county attorney to make minor changes to the option before it is finalized.

Attachments: [Option Agreement 2017 \(Chatham County-Moncure Holdings\)](#)
[\[Proposed Execution Version\]](#)

The County Manager reviewed the specifics of the request. A public hearing was held on April 17, 2017. The terms are roughly the same as what was presented at the public hearing. The option covers 987 acres of land. It does not require the County to purchase a minimum amount of land. The land price is \$25,000 an acre. The cost of the option is \$1.

A motion was made by Commissioner Howard, seconded by Commissioner Petty, that this Contract, attached hereto and by reference made a part hereof, be approved and authorize the county manager and county attorney to make minor changes and authorize the county manager to execute the contract. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2299](#)

Vote on a request to approve a property purchase agreement between Briar Chapel and the County for the intended use of locating a Health Sciences building for Central Carolina Community College and to authorize the county manager and county attorney to make minor changes to the agreement, and authorize the county manager to sign the agreement.

Attachments: [CLEAN 2017 08 12 CCCC PSA](#)

The County Manager reviewed the specifics of the request. There are a few minor changes to the contract that is attached to the agenda. The cost of the property is \$1,060,000. That buys the County the Health Sciences Building land. Part of that includes Briar Chapel's willingness to honor its conditional use requirement of a Park and Ride lot. The Park and Ride lot will be incorporated into the Health Sciences project. The County will bid that piece of the project as a bid alternate and Briar Chapel has agreed to pay the cost of the Park and Ride and the bus shelter. The cost of the property did not reflect the addition of the land going toward the Park and Ride.

A motion was made by Commissioner Howard, seconded by Commissioner Petty, that this Contract, attached hereto and by referene made a part hereof, be approved and authorize the county manager and county attorney to make minor changes to the contract and authorize the county manager to execute the contract. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard

[17-2279](#)

Vote on a request to award a two year generator service contract to Atlantic Power Solutions by way of resolution and authorize the County Manager to execute the contract.

Attachments: [Atlantic Power Generator Bid 2017](#)
[Atlantic Power Solution Agreement August 22 2017-June 30 2019](#)
[Resolution Atlantic Power Solutions August 2017 final](#)

A motion was made by Vice Chair Hales, seconded by Commissioner Howard, that Resolution #2017-29 Approving the Amendment to the Contract Between Atlantic Power Solutions, Inc. and Chatham County, attached hereto and by reference made a part hereof, be adopted and that the Contract, attached hereto and by reference made a part hereof, be approved. The motion carried by the following vote:

Aye: 4 - Chairman Crawford, Vice Chair Hales, Commissioner Dasher and Commissioner Howard

Recuse: 1 - Commissioner Petty

MANAGER' S REPORTS

The County Manager stated the County has received four inquiries about the Brunch Bill. Four venues in the county have expressed interest in being able to serve alcohol after 10am on Sundays. The Town of Pittsboro will discuss the bill on August 28, 2017. She recommended that staff reach out to the Convention and Visitors Bureau and the Economic Development Corporation and ask for a recommendation on this issue. The Board gave unanimous consent.

The County Manager reminded the Board that the accepting of facts period for the Briar Chapel Conditional Use Permit has closed and they will have to disregard those emails when making their decision.

COMMISSIONERS' REPORTS

Commissioner Dasher stated he had lunch with Community Relations Director Debra Henzey, EDC President Kyle Touchstone, Representative Mark Walker, Representative Reives, Siler City Mayor John Grimes and Pittsboro Mayor Cindy Perry. They had a good meeting and discussed local economic development issues in particular.

Vice Chair Hales asked staff if there was any new information on Charah's permit for aerosolization of leachate. Assistant County Manager Dan LaMontagne stated staff is still gathering information from the state but last he heard on August 10th was that Charah is on hold with that project. Vice Chair Hales asked if the County has anything to say about hydroflouro carbons in terms of permitting or ordinances. Mr. LaMontagne stated the County does not specifically prohibit HFC's. She stated she would like staff to look into it.

Vice Chair Hales stated she and Commissioner Howard both attended the NC Association of County Commissioners Annual Conference and the session that had the most action was on solar. Many solar farms are very large. A 20 mega watt farm has been approved in Bear Creek. They discussed that you need to have a plan for decommissioning and also decide if you want to charge a bond. She thinks the County may need to look into it.

Chairman Crawford stated he went to Columbus, OH with members of the Health Department including Sarah Weller Pegna. The Chatham County Health Department is a finalist in a national contest by Etna. It is due to the success of the Chatham Health Alliance and implementing "Health in all Planning". He is also now the Second Vice Chair of the Triangle J Council of Governments.

Commissioner Howard stated she is now the Director of District 9 for the NC Association of County Commissioners. She felt the most interesting sessions she went to at the conference were around mental health. She was shocked to learn that the highest rate of depression and suicide is in white males age seventy-five and older. The mental health of children is being significantly impacted by the opioid crisis.

Commissioner Howard stated the DCHC-MPO meeting was very interesting specifically relating to Hwy 15-501 becoming a super street. The side streets of Hwy 15-501 heading into Durham are experiencing a significant build up of traffic because for a

super street to really function at peak, the entire street needs to be a super street. Until the entire road from Pittsboro to Durham becomes a super street there will be build up of traffic on the side streets.

Vice Chair Hales stated the Council on Aging received an award at the NC Association of County Commissioners Conference for the work that was done on the Rehab Housing Collaborative Database. The Association will come to a commissioners meeting in the Fall to present the award and a \$1,000 check.

The Clerk reminded the Board of the Special Meeting to review the Comprehensive Plan on September 6, 2017 at 9:00 AM at the Chatham County Agriculture & Conference Center.

ADJOURNMENT

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that this meeting be adjourned. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Hales, Commissioner Petty, Commissioner Dasher and Commissioner Howard



Chatham County, NC

Text File

File Number: 17-2338

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Board of Commissioners

File Type: Agenda Item

Vote on a request by The Sprott Center to use a portion of the money designated for renovations for technology for a computer lab.

Action Requested: Vote on a request by The Sprott Center to use a portion of the money designated for renovations for technology for a computer lab.

Introduction & Background: On November 23, 2015, the Chatham County Board of Commissioners approved to allocate up to \$300,000 of the coal ash funds to renovate the remainder of the Sprott Youth Center.

Discussion & Analysis: The Sprott Center has requested that \$2,500 to \$4,000 of that money be used to purchase technology for a computer lab.

Budgetary Impact: Up to \$4,000 of the funds already approved by the Board.

Recommendation: Motion to approve request by The Sprott Center to use a portion of the money designated for renovations for technology for a computer lab.

Sprott Youth Center Board of Directors
PO Box 321
Moncure, NC 27599

Dear Chairman Crawford,

First of all, we would like to thank our Commissioners and Chatham County for your support of the Sprott Center and our efforts to provide a positive environment for the development of youth and the community in Moncure. We have a wonderful facility that we can utilize to reach our community through education, athletics, and fellowship as a result of the generous renovation grant we received.

One of our current projects is an after school program that provides enhanced learning opportunities for k-5 students in our community. In conjunction with hands-on tutoring and classroom lessons, we plan to provide students access to computers and other technology to enhance their learning experience by completing our renovation with a computer lab.

We also plan to respond to community needs with events such as technology literacy training courses for adult learners and the elderly in our community, provide English language learners with access to assistance through technology, and more.

In order to fill the need in our area of providing access to technology for students in an after school program, computer literacy courses, and technology assistance for English language learners, the Sprott Center would like to purchase laptop computers and a SMART TV to create a computer learning lab for our community. We are asking for approval to utilize a minimum of \$2,500 and up to \$4,000 of the funds remaining in our renovation account to outfit one of our classroom spaces with those devices. We would like to purchase 4 traditional laptops, up to 10 Chromebooks, and 1 SMART TV to get these programs up and running.

If the commissioners would see fit, we would greatly appreciate the opportunity to fill this need in our community through the use of the renovation funds as

we finalize the revitalization of the Sprott Center into a modern facility that can serve all of Moncure.

Thank you for your service and support.

Sincerely,

A handwritten signature in black ink, appearing to read "Peyton W. Holland". The signature is fluid and cursive, with a long horizontal stroke extending from the end of the name.

Peyton Holland

Sprott Center Board of Directors



Chatham County, NC

Text File

File Number: 17-2339

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Health Department

File Type: Agenda Item

Agenda Number:

Vote on a request to accept up to \$33,400 in the current fiscal year for funding of nutritionist position.

Action Requested: Vote on a request to accept up to \$33,400 in the current fiscal year for funding of nutritionist position.

Introduction & Background: The health department currently provides 1.5 FTE towards registered dietitian services. Piedmont Health Services desires to enter into a contractual relationship with the health department to expand registered dietitian services at their facility in Siler City. Piedmont Health Services will enter into a contract with the health department to fund 0.5 FTE salary and all fringe to make the existing half-time registered dietitian position full time. 50% of the position will be at Piedmont Health Services and 50% will remain with the health department.

Discussion & Analysis: This collaboration will continue the expansion of the partnership with Piedmont Health Services to meet the needs of the community. Additionally, any future recruiting needs will be enhanced by increasing the position to full time with benefits.

Budgetary Impact: No local funding requested. Piedmont will cover additional salary and fringe benefits for the remainder of the current fiscal year.

Recommendation: Vote on a request to accept up to \$33,400 in the current fiscal year for funding of nutritionist position.



Chatham County, NC

Text File

File Number: 17-2270

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Health Department

File Type: Agenda Item

Vote on a request to approve \$717.53 Travel Reimbursement from Healthiest Cities & Counties

Action Requested: Vote on a request to approve \$717.53 Travel Reimbursement from Healthiest Cities & Counties

Introduction & Background: The Healthiest Cities & Counties Challenge, sponsored by Aetna Foundation, the American Public Health Association, and National Association of Counties, provided up to \$1,000 reimbursable travel funds to send one staff person to a one day Institute held for all challenge participants.

Discussion & Analysis: Healthiest Cities and Counties Finalist were invited to attend a one-day meeting to learn and share with other finalists. This event was a collaboration with the National Association of Counties (NACo) and in advance of their Annual Conference. The one day institute included an interactive comprehensive program, highlighting practical solutions for health, panel discussions, and presenters highlighting best practices. As part of this invitation, Healthiest Cities and Counties provided up to \$1,000 reimbursement for travel expenses for one staff member.

Budgetary Impact: The requested funds (\$717.53) cover all travel expenses for Sarah Weller Pegna's travel to the Healthiest Cities and Counties Institute.

Recommendation: Vote on a request to approve \$717.53 Travel Reimbursement from Healthiest Cities & Counties



Chatham County, NC

Text File

File Number: 17-2271

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Health Department

File Type: Agenda Item

Vote on a request to approve \$11,597 Maternal Health, Family Planning and Child Health
- State Funds Reduction

Action Requested: Vote on a request to approve \$11,597 Maternal Health, Family
Planning and Child Health - State Funds Reduction

Introduction & Background: In the recent approved state budget, the General Assembly
included in the state plan for the Maternal and Child Health Block Grant a number of new
initiatives as it has been done for several years. This year there are over \$3.2 million in
New and Additional carve outs with over \$7 million in total.

Discussion & Analysis: Most Local Health Departments receive allocations for all three
services. The reduction amount will be a percent of the total of the three allocations. That
percent will be equal to the department's share of the state amount allocated.

The reduction to the allocations will be from the federal portion only, state dollars will
remain.

The reductions will come from the funding that is available October 1 - May 31.

Budgetary Impact: No Local Funding Requested

Recommendation: Vote on a request to approve \$11,597 Maternal Health, Family
Planning and Child Health - State Funds Reduction

FY 2017-18 Healthy Mothers/Healthy Children Block Grant Funds

I. Local Health Department Name: Chatham County Public Health Department

II. FY 17-18 "Original" Budgetary Estimates of MCHBG/state amounts

101- Maternal Health	151- Family Planning	351- Child Health	TOTAL
\$ 23,414	\$ 32,752	\$ 20,768	\$ 76,934

LHD Target decrease: \$ 11,597 <---This amount should equal Total Decrease on line "d" below

III. Revision Amounts:

Enter amounts only in highlighted cells


	Amount of Decrease	Revised Final Allocation
a 101 Maternal Health	\$ 3,529	\$ 19,885
b 151 Family Planning	\$ 4,937	\$ 27,815
c 351 Child Health	\$ 3,131	\$ 17,637
d TOTAL Decrease	\$ 11,597	\$ 65,337

Instructions:

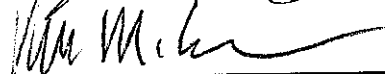
Enter in the shaded cells the amounts to decrease funding for activities 101, 151 and/or 351. Use positive, whole numbers. The TOTAL Decrease should equal the "LHD Target decrease" amount. Do not enter data anywhere else on this form.

Revised Final Allocation cannot be less than zero.

Email signed form to Kendra Rocha at kendra.rocha@dhhs.nc.gov by July 20, 2017


IV. Local Health Director Signature

7-7-17
Date


V. Local Finance Officer Signature

7/11/17
Date

State Use Only-Women's & Children's Health Section

Women's and Children's Health Section Manager Signature and Date



DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC HEALTH

ROY COOPER
GOVERNOR

MANDY COHEN, MD, MPH
SECRETARY

DANIEL STALEY
DIRECTOR

DATE: July 5, 2017
TO: NC Local Health Directors
FROM: Danny Staley, Division Director
Jim Bruckner, President – NCALHD
RE: Maternal and Child Health Block Grant

In the recently approved state budget, the General Assembly included in the state plan for the Maternal and Child Health Block Grant a number of new initiatives, as they have done for several years. This year there are over \$3.2 million in new and additional carveouts, with over \$7 million in total. Since the amount of the plan is unchanged this requires existing programs to be cut. Unfortunately, this means local health departments, who receive the largest proportion of the grant, have to absorb the largest share of the reductions.

The Division of Public Health is doing as much as possible to minimize the burden on local health departments, and has also targeted some other long-standing programs for reduction or elimination. However, the reductions to maternal and child health services in local health departments are still severe. The total amount is \$2.2 million. The division's plan, as discussed previously with the NCALHD leadership, involves three areas in which most departments are funded: Family Planning, Maternal Health and Child Health. Sometimes these programs collectively are called Healthy Mothers Healthy Children allocations.

Most LHDs receive allocations for all three services. The reduction amount will be a percent of the total of the three allocations. That percent will be equal to the department's share of the state amount allocated. For example, this is how the calculation will work in a hypothetical county:

County X – Receives \$120,000 in Healthy Mothers Healthy Children funds
Percent of the state total allocated = $\$120,000 / \$14,595,679 = 0.82\%$
Reduction = 0.82% of \$2,200,000, or \$18,088.

The reductions to the allocations will be from the federal portion only. The state dollars will remain. Each department will be asked to identify the amounts to come from one, two or all three service areas. The amounts will be based on locally determined needs and circumstances. A worksheet will be sent to all departments to identify the amounts, and from those worksheets a budget estimate revision will be entered in the Aid to County Database. The reductions will come from the funding that is available October 1 – May 31.

In order to process the revisions in a timely fashion, the worksheets will be due to the state by July 20. You will receive the worksheet and instructions via email in the next day or two.

Thank you for your attention to this difficult, but necessary task.

WWW.NCDHHS.GOV
TEL 919-707-5000 • FAX 919-870-4829
LOCATION: 5605 SIX FORKS ROAD • RALEIGH, NC 27609
MAILING ADDRESS: 1931 MAIL SERVICE CENTER • RALEIGH, NC 27699-1931
AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER



Chatham County, NC

Text File

File Number: 17-2272

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Health Department

File Type: Agenda Item

Vote on a request to approve \$14,623 Minority Diabetes Prevention Program Funds.

Action Requested: Vote on a request to approve \$14,623 Minority Diabetes Prevention Program Funds.

Introduction & Background: The Division of Public Health allocated Minority Diabetes Prevention Program (MDPP) funding to Region V for the purpose of establishing an evidenced-based diabetes prevention program targeting minority populations within the nine (9) county region.

Discussion & Analysis: The Goal of the MDPP funding is to 1) to implement a prediabetes and diabetes prevention awareness and marketing campaign in minority communities, 2) to provide community screening for prediabetes and referrals to diabetes prevention lifestyle classes and diabetes self-management programs, and 3) to offer CDC Lifestyle classes "Prevent T2" and its Spanish-language equivalent to minority communities.

The services to be provided will begin July 1, 2017 and continue until June 30, 2018.

Budgetary Impact: No Local Funding Requested.

Recommendation: Vote on a request to approve \$14,623 Minority Diabetes Prevention Program Funds.

MDPP ADMINISTRATIVE AGREEMENTS

1. PURPOSE

The Division of Public Health allocated Minority Diabetes Prevention Program (MDPP) funding to Region V for the purpose of establishing an evidenced-based diabetes prevention program targeting minority populations within the nine (9) county region.

The goal of the MDPP funding is to 1) to implement a prediabetes and diabetes prevention awareness and marketing campaign in minority communities, 2) to provide community screening for prediabetes and referrals to diabetes prevention lifestyle classes and diabetes self-management programs, and 3) to offer CDC Lifestyle classes "Prevent T2" and its Spanish-language equivalent to minority communities.

The purpose of this Agreement is for the parties to develop and maintain a relationship that will allow each party to engage in the Minority Diabetes Prevention Program (MDPP) funding. The parties hereby agree to jointly enter into this Agreement for the administrative coordination and financial support for the implementation of MDPP. Alamance County through its Health Department shall act as an Administrator and will serve as a MDPP participant and fiscal agent, respectively, for Region 5 County Health Departments (Rockingham, Caswell, Person, Orange, Randolph, Durham, Guilford and Chatham counties) in regards to MDPP.

2. SERVICES

The services to be provided will begin July 1, 2017 and continue until June 30, 2018. All services will be provided in a professional, competent and workmanlike manner.

Alamance County, is responsible for the following:

1. Serve as the fiduciary agent for MDPP Region V funding including budgeting funds and working with local health directors to establish allocations to local health departments and/or community organizations
2. Submit plans, reports, and budget to the NC Division of Public Health contact
3. Identify an internal lead to oversee the Agreement Addenda
4. Contract for a Regional Coordinator to implement the deliverables as detailed in the Agreement Addenda
5. Lead the regional collaborative via the Regional Coordinator and internal lead
6. Execute all other major duties as defined by the lead agency in the Agreement Addenda (Appendix A)

The Participating Counties shall:

1. Designate a County contact to serve a liaison for the MDPP program. This liaison will serve on the regional collaborative.
2. Submit a budget for allocated MDPP funds in accordance with acceptable expenditures as defined in the Agreement Addenda Section VI: Funding Guidelines or Restrictions
3. Identify staff and/or community partner(s) to be trained as coach(es).
 - a. Newly trained staff shall submit a copy of documentation that training has been completed to the Regional Coordinator.
 - b. Newly identified coaches shall participate in weekly coaching calls with the Regional Coordinator.
4. Participate in a minimum of 50% of the regional collaborative meetings.
5. Work with regional coordinator to coordinate at least one community screening events.

6. Implement and provide lifestyle coaching classes for referred individuals.
 - a. Coaches shall fulfill the requirements as outlined in the MDPP Agreement Addenda Section 3 subpart (b) located in Appendix A of this agreement.
 - b. Class shall be implemented and conducted with fidelity including but not limited to accurate monitoring of participants.
 - c. Participating counties shall be placed on a Plan for Improvement if identified as not complying with the fidelity of the model as determined by the Regional Coordinator, Lead Health Director and/or Division of Public Health Program Coordinator. The plan will include strategies for success and expected outcomes for improvement period. Failure to comply with fidelity or plan for improvement may result in the loss of funds.
3. **BUDGET** - Region 5 will receive \$230,105 through the MDPP funding beginning July 1, 2017 and ending June 30, 2018. Funds are recurring annually, dependent on the availability of funding. Funds will be distributed within Region 5 according the agreement addenda, Appendix A. The Participating County will receive at least \$14,623 to implement the MDPP program in the community.

Participating County shall prepare an allocation expenditure budget by August 30, 2017. Upon receipt of proposed budget and subsequent approval of proposed budget, Alamance County will release funds to the Participating County for use. Acceptable expenditures for the allocation to the Participating County must meet the requirements set out by the Agreement Addenda in Section VI and may include:

- Salary and fringe benefits for staff
- Program supplies (including books, manuals, food, etc)
- Participant incentives
- Equipment
- Training
- Travel for staff
- Media and Communications (including flyers, brochures, etc)

Participating County is responsible for purchase of all items included in the submitted budget. Participating County shall follow and abide by fiscal accounting policies and maintain records of expenditures in the event of an audit. Any changes to the budget once approved shall require notification to the Alamance County Health Department liaison and an amended budget to reflect changes.

4. **SPACE/LOCATION** – Alamance County Health Department will provide space for the lead agency liaison and appropriate space for regional coordinator, as needed. Each local agency is responsible for providing or coordinating space, as needed, to identified life style coaches in their counties.
5. **ASSURANCE** – All parties listed herein agree to follow all federal, state and local employment law to assure the appropriate treatment of staff hired through this Contract.
6. **TERM AND TERMINATION** – This Contract may continue annually, contingent on the availability of funding. Contracts will be reviewed and signed each year of funding. Should funds or other financial support for this program become unavailable, any party may cancel their involvement in this Contract arrangement with a thirty (30) day written notice to each party's identified representative as listed in this document. Also, any party may terminate their participation in this Contract for any reason and without penalty upon thirty (30) days written notice to all other parties.

7. **AMENDMENT** - The terms of this Contract may only be modified or amended with a written Contract Amendment executed by the parties.
8. **NOTICES** – Written notices are required to be mailed to all parties by being sent to the attention of the contact persons listed herein:

Participating County Health Department

CHATHAM COUNTY PUBLIC HEALTH DEPARTMENT

Attention: L. Layton Long, Jr.

80 East Street

Pittsboro, NC 27312

Phone: 919.542.8212

Email: Layton.Long@chathamnc.org

ALAMANCE COUNTY HEALTH DEPARTMENT

Attention: Stacie Saunders

319 N Graham Hopedale Rd.

Suite B

Burlington, NC 27217

Phone: 336.513.5514

Email: Stacie.Saunders@alamance-nc.com

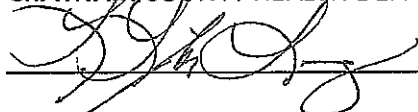
9. **INDEPENDENT CONTRACTOR** – The parties shall operate as independent contractors for all purposes. Without waiving sovereign immunity, the parties agree to each be solely responsible for their own acts or omissions in the performance of each of their individual duties hereunder, and shall be financially and legally responsible for all damages proximately caused by their individual acts or omissions.
10. **WAIVER** - No party's failure to insist on enforcement of any rights under this Contract at any time or for any period of time shall be deemed waiver of those rights. The waiver by any party to this Contract of a breach of any provision hereof shall not operate or be construed as a waiver of any subsequent breach.
11. **HEADINGS** - The headings set forth in this Contract are for convenience only and shall not in any way affect the substance of any provisions contained in this Contract.
12. **SEVERABILITY** - The provisions of this Contract are independent of and separable from each other, and no provision shall be affected or rendered invalid or unenforceable by virtue of

the fact that for any reason any other provision or other provisions may be invalid or unenforceable in whole or in part.

13. **GOVERNING LAW AND VENUE** – This Contract shall be governed by the laws of the State of North Carolina. Venue shall be proper and shall lie exclusively in the Superior Court of Alamance County North Carolina.
14. **ENTIRE CONTRACT** - This Contract, including Exhibits and/or Attachments, if any, sets forth the entire agreement between the parties with respect to the subject matter hereof. All prior conversations or agreements, whether written or oral among the parties hereto or their representatives are merged within and extinguished. Except as provided herein, no modification hereof shall be binding upon the parties unless the same is in writing and signed by all.

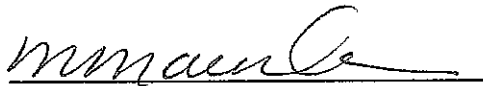
IN WITNESS WHEREOF, the parties have set their hands and seals as of the day and year written above.

CHATHAM COUNTY HEALTH DEPARTMENT



L. Layton Long, Jr., MSA, REHS, Health Director

ALAMANCE COUNTY HEALTH DEPT.



Stacie Saunders, MPH, Health Director

Division of Public Health

Agreement Addendum

FY 17-18

Alamance County Health Department	North Carolina Office of Minority Health and Health Disparities
Local Health Department Legal Name	DPH Section / Branch Name
473 Minority Diabetes Prevention Program	Lisa Hodges, 919-707-5041, lisa.hodges@dhhs.nc.gov
Activity Number and Description	DPH Program Contact (name, phone number, and email)
06/01/2017 – 05/31/2018	
Service Period	DPH Program Signature Date
07/01/2017 – 06/30/2018	(only required for a negotiable agreement addendum)
Payment Period	

Original Agreement Addendum
 Agreement Addendum Revision # _____

I. Background:

Prediabetes is a condition where people have higher than normal blood glucose levels (mg/dl), but their mg/dl is not yet high enough to be diagnosed as diabetes. Nationally, an estimated 86 million American adults have prediabetes, but only about 11% of them know it. African Americans, American Indians, Alaska Natives, Asians, Hispanics, Native Hawaiians, and other Pacific Islanders are at higher risk than non-Hispanic whites for developing type 2 diabetes (CDC, Diabetes Report 2014). In 2013, the prevalence of prediabetes in North Carolina was estimated to be about 9%. In that same year, 9.5% of respondents to a Behavioral Risk Factor Surveillance System survey indicated that they had been told by a doctor or other health professional that they had prediabetes or borderline diabetes. Of those respondents, 31.3% were racial and ethnic minorities (African Americans: 13.0%; Hispanic/Latinos: 5.1%; American Indians: 6.8%; and other racial and ethnic minorities: 6.4%). (North Carolina State Center for Health Statistics, BRFSS 2014).

Without intervention, each year, about 11% of those with prediabetes will progress to type 2 diabetes. Early detection and treatment of prediabetes can help to slow the projected increase in type 2 diabetes prevalence.

In 2016, the North Carolina General Assembly made funding available to the Division of Public Health (DPH) for the Office of Minority Health and Health Disparities (NC OMHHD) to establish and administer, in consultation with the Chronic Disease and Injury Section, an evidenced-based diabetes prevention program targeting African-Americans, Hispanic/Latinos and American Indians (HB 1030, 2015-241, Section 12E.3). The goal of the Minority Diabetes Prevention Program (MDPP) is to provide

	05.09.2017
Health Director Signature (use blue ink)	Date

Local Health Department to complete: (If follow-up information is needed by DPH)	LHD program contact name: <u>GLENDA LINENS</u>
	Phone number with area code: <u>336-570-6430</u>
	Email address: <u>GLENDA.LINENS@ALAMANCE-NC.COM</u>

Signature on this page signifies you have read and accepted all pages of this document. Revised June 2016

these three components: 1) a prediabetes and diabetes prevention awareness and marketing campaign in minority communities, 2) community screenings for prediabetes and referrals to Diabetes Prevention Program Lifestyle classes and diabetes self-management programs and 3) offering the CDC's Lifestyle Classes "Prevent T2" and "Prevenga el T2" to minority communities across North Carolina.

Diabetes prevention programs are designed to empower people with prediabetes to take charge of their health and well-being. These year-long, evidenced-based programs can help people who have prediabetes or who are at high risk for type 2 diabetes make realistic and achievable lifestyle changes which can cut their risk of developing type 2 diabetes by up to 58% percent. (CDC, "Preventing Type 2 Diabetes") People who are enrolled in the 12-month MDPP Lifestyle Class series will learn to incorporate healthier eating and moderate physical activity, as well as problem-solving, stress reduction and coping skills into their daily lives. The 12-month MDPP Lifestyle Class series are held with a trained lifestyle coach over a 12-month period. There are 16 classes held on a weekly basis during the first six months, after that, six or more follow-up classes are held during the last six months.

II. Purpose:

This Agreement Addendum enables the Local Health Department to utilize the MDPP Regional Collaborative that it created in the previous fiscal year to (1) complete the last six months of the DPP Lifestyle classes with previously enrolled participants and (2) engage, screen and deliver the Minority Diabetes Prevention Program that includes the CDC curricula "Prevent T2" and "Prevenga el T2" to a new cohort of minority communities within its region. The Local Health Department and its partners may engage, screen and enroll non-Hispanic whites in the MDPP, provided that no less than 60% of program participants are members of racial/ethnic minority groups.

76.1. 80%

The Local Health Department shall serve as the Regional Collaborative's fiduciary lead agency and shall encourage entities such as other local health departments, community-based organizations (CBOs), faith-based organizations (FBOs), local Community Care of North Carolina (CCNC) networks, Federally Qualified Health Centers (FQHC), Rural Health Centers, farmworker programs, Indian Health Services, and hospitals to join its Regional Collaborative in order to better engage with minority communities through meeting the Minority Diabetes Prevention Program's screening, education and outreach goals.

III. Scope of Work and Deliverables:

The Local Health Department, in conjunction with its Regional Collaborative, shall:

1. **Submit a plan** that demonstrates partnership with existing health access infrastructure (e.g., CBO, FBO, CCNC networks, hospitals, FQHC, Rural Health Centers, Farmworker programs, and Indian Health Services) to the DPH Program Contact by 4:00 pm on July 14, 2017. The plan shall identify community partners who will assist the lead agency with the continuation of the MDPP to plan and provide early detection, outreach, screening, follow-up and referral services for MDPP eligible minority populations.
2. **Submit Memoranda of Agreement (MOAs)** to partner with CBOs, FBOs, hospitals, and CCNC networks (including Health Net providers), or other health care provider organizations that offer primary care services (e.g., FQHC, rural health centers, Indian health centers, Health Net providers, free clinics, private providers). These partnership agreements shall include roles delineation, scopes of work, and allotted resources, so that each partnership will deliver a Diabetes Prevention Program (DPP) curricula: PreventT2 or Prevenga el T2. The executed MOAs shall be submitted to the DPH Contract Administrator by 4:00 pm on August 11, 2017.

3. Provide the following staff for the MDPP: one Regional MDPP Coordinator and a minimum of two Lifestyle Coaches.
 - a. A minimum of one full-time (1.0 FTE) **Regional MDPP Coordinator** to serve the entire collaborative area. The Regional MDPP Coordinator shall:
 1. Complete the two-day Diabetes Prevention Program Lifestyle Coach training by August 15, 2017 for all new staff. To facilitate this required training, a local certified DPP Master Trainer or a Master Trainer from one of the following Lifestyle Coach and Master Training organizations may be utilized:
 - a. American Association of Diabetes Educators, Diabetes Prevention Program
 - b. Black Women's Health Imperative
 - c. Center for Excellence in Aging & Community Wellness/Quality and Technical Assistance Center (QTAC)
 - d. Diabetes Training and Technical Assistance Center, The Emory Centers for Training and Technical Assistance at Emory University
 - e. Magnolia Medical Foundation
 - f. Solera Health Inc
 - g. University of Pittsburgh Diabetes Prevention Support Center, Department of Epidemiology at the Graduate School of Public Health
 - h. Virginia Center for Diabetes Prevention & Education
 - i. Any CDC approved vendor in-person training.
 2. Submit documentation that shows that he or she has completed the aforementioned in-person training or an equivalent on-line training within the previous 12 months to the DPH Program Contact by August 15, 2017. MDPP staff trained prior to August 15, 2017 may complete the CDC-approved on-line refresher course. MDPP staff hired after August 15, 2017 must complete an in-person training provided by a CDC-approved vendor.
 3. Ensure that all MDPP staff have been trained to provide the National DPP curricula (Prevent T2 and the Spanish version Prevenga el T2) and submit documentation to the DPH Program Contact by August 15, 2017.
 4. Implement the lifestyle program, supervise daily operations related to the lifestyle program, provide support and guidance to lifestyle coaches, and ensure that the program achieves quality performance outcomes. The lifestyle program must include:
 - a. The use of a CDC-approved curriculum (i.e., Prevent T2 or Prevenga el T2) with lessons, handouts, and other resources
 - b. A lifestyle coach, specially trained to lead the program and facilitate discussions and help make the program fun and engaging
 - c. A support group for MDPP participants where they can share ideas, celebrate successes, and work to overcome obstacles.

Refer to the CDC website for more information about the lifestyle program at <http://www.cdc.gov/diabetes/prevention/lifestyle-program/experience/index.html>.
 5. May serve alongside the three required Lifestyle Coaches as a fourth Lifestyle Coach, for which the role is described in Section III, Paragraph 4.b below.

6. Ensure that participant and program data is entered into the MDPP database on a weekly basis and that monthly reports are submitted to the DPH Program Contact by the 15th day of the following month.
 7. Submit monthly progress reports to the NC OMHHD by the 15th day of the following month.
 8. Participate in all mandatory NC OMHHD training classes and monthly MDPP lifestyle coach calls organized by the NC OMHHD and the Community and Clinical Connections for Prevention and Health Branch (CCCPH) in the Chronic Disease and Injury Section.
- b. A minimum of two part-time **MDPP Lifestyle Coaches** to serve the entire collaborative area. Each Lifestyle Coach shall:
1. Complete the two-day Diabetes Prevention Program Lifestyle Coach training by August 15, 2017 for new hires. To facilitate this required training, a local certified DPP Master Trainer or a Master Trainer from one of the following Lifestyle Coach and Master Training organizations may be utilized:
 - a. American Association of Diabetes Educators, Diabetes Prevention Program
 - b. Black Women's Health Imperative
 - c. Center for Excellence in Aging & Community Wellness/Quality and Technical Assistance Center (QTAC)
 - d. Diabetes Training and Technical Assistance Center, The Emory Centers for Training and Technical Assistance at Emory University
 - e. Magnolia Medical Foundation
 - f. Solera Health Inc
 - g. University of Pittsburgh Diabetes Prevention Support Center, Department of Epidemiology at the Graduate School of Public Health
 - h. Virginia Center for Diabetes Prevention & Education
 - i. Any CDC approved vendor in-person training.
 2. Submit documentation that shows that he or she has completed the aforementioned in-person training or an equivalent on-line training within the previous 12 months to the DPH Program Contact by August 15, 2017. MDPP staff trained prior to August 15, 2017 may complete the CDC approved on-line refresher course. MDPP staff hired after August 15, 2017 must complete an in-person training provided by a CDC-approved vendor.
 3. Conduct a maximum of two MDPP 12-month Lifestyle Class series which are to begin during this Agreement Addendum's Service Period.
 4. Conduct the remaining classes for the MDPP 12-month Lifestyle Class series which began during the FY16-17 Agreement Addendum.
 5. Newly hired MDPP Lifestyle Coaches must complete the MDPP Lifestyle Coach Demographic Questionnaire provided by DPH.
 6. Administer the MDDP Pre- and Post-Knowledge and Behavioral Health Questionnaires provided by DPH to all MDPP participants, enter the questionnaire data into the MDPP database, scan and send a copy of the completed MDPP

participant questionnaires to DPH. Enter MDPP participant and program data into the MDPP database on a weekly basis.

7. Deliver the MDPP program in a way that increases the capacity of MDPP participants to make and sustain positive lifestyle changes. This includes understanding and being sensitive to issues and challenges for individuals trying to make and sustain significant lifestyle changes.
 8. Provide support and guidance to MDPP participants in the lifestyle program and implement standard curriculum designed for the lifestyle program by the CDC.
 9. Make and document a minimum of four good faith attempts to follow-up with MDPP participants who miss a weekly session during the first six months of the program or who miss a monthly session during the last six months of the program. Each participant follow-up should include two telephone calls and a written letter or email, and may include a home visit.
 10. Maintain an outreach log to track correspondence with MDPP participants.
 11. Participate in all mandatory NC OMHHD training sessions and monthly MDPP lifestyle coach calls organized by the NC OMHHD and the CCCPH in the Chronic Disease and Injury Section.
4. **Conduct a targeted marketing and awareness campaign** utilizing existing DPH DPP and CDC materials in minority communities using 10-15% of the budget. Marketing is to include one or more of the following:
- a. Billboards and bulletins in minority neighborhoods
 - b. Running advertisements in English and Spanish on English and Spanish-language radio stations that rank highly in the target minority communities
 - c. Direct mail, social media, PSAs, TV ads and other approval media outlets
 - d. Recruitment at community events
 - e. Recruitment at clinical offices (such as flyers and posters)
 - f. Healthcare provider information about prediabetes
 - g. Worksite education and outreach.
5. **Screen for prediabetes** a minimum of 225 people, ages 18 years and older. The Local Health Department may screen more than the minimum number for prediabetes, if screening is being used as one of several strategies to identify, refer and enroll people in MDPP 12-month Lifestyle Classes series. One of these screening methods is to be used:
- a. A CDC prediabetes paper screening which requires a score of nine and above to indicate the presence of prediabetes. The CDC prediabetes paper screening can be found at <http://www.cdc.gov/diabetes/prevention/pdf/prediabetestest.pdf>
 - b. A prediabetes paper screening from the American Diabetes Association (ADA) which requires a score of four and above to indicate the presence of prediabetes. The ADA prediabetes paper screening can be found at <http://main.diabetes.org/dorg/PDFs/risk-test-paper-version.pdf>
 - c. Plasma glucose measured 2 hours after a 75 gm glucose load, with a result of 140 to 199 mg/dl

- d. A fasting blood glucose score of 100 to 125mg/dl,
- e. An A1c test resulting in a level of 5.7-6.4 percent, or
- f. Clinically diagnosed gestational diabetes mellitus during a previous pregnancy (may be self-reported)

From the population screened for prediabetes, refer 100% of eligible people to the MDPP and refer 100% of persons whose screening numbers indicate diabetes into diabetes self-management education programs. Document all referrals and include the number of referrals made in the performance reports

6. Enroll a minimum of 75 people total into the Minority Diabetes Prevention Program 12-month Lifestyle Class series which are to begin during this Agreement Addendum's Service Period and ensure that no less than 75% of the MDPP participants are members of racial/ethnic minority groups.

The CDC requires that all Lifestyle Class participants be 18 years of age or older and have a body mass index (BMI) of ≥ 24 kg/m (≥ 22 kg/m, if Asian). In addition, a minimum of 50% of a program's participants must have had a recent (within the past year) blood test (may be self-reported), a medical claim code indicating they have prediabetes, or a history of gestational diabetes mellitus (GDM), according to one of the following specifications):

- a. Plasma glucose measured 2 hours after a 75 gm glucose load, with a result of 140 to 199 mg/dl
- b. A fasting blood glucose score of 100 to 125mg/dl,
- c. An A1c test resulting in a level of 5.7-6.4 percent, or
- d. Clinically diagnosed gestational diabetes mellitus during a previous pregnancy (may be self-reported)

A maximum of 50% of a program's participants may be considered eligible without a blood test or history of GDM only if they screen positive for prediabetes based on the CDC Prediabetes Screening Test or screen positive for diabetes on the hard copy or electronic version of the American Diabetes Association Type 2 Diabetes Risk Test or on a claims-based risk test. The "CDC Diabetes Prevention Recognition Program Standards and Operating Procedures" document can be found at <http://www.cdc.gov/diabetes/prevention/pdf/dprp-standards.pdf>. A description of the curriculum, handouts and requirements can be found at <http://www.cdc.gov/diabetes/prevention/lifestyle-program/curriculum.html>.

7. Charge all MDPP participants a one-time fee of \$25 unless a scholarship is provided. Scholarships, in the form of a fee waiver, must be offered to any MDPP participant who finds the participation fee to be a barrier. Scholarships should be offered on a sliding scale in the amounts of \$10, \$15 or \$20, depending on need. Lead agencies and their partners can provide scholarships to class participants. All MDPP participants receiving scholarships are responsible to pay the remaining balance (i.e., if the participants receive a \$20 scholarship, he or she shall pay the remaining \$5 balance) of the one-time fee. Organizations not affiliated with the Lead agency and their partners can provide a sponsorship voucher in the amount of \$25 to cover the one-time class fee. Sponsored MDPP participants must complete the Readiness to Change Questionnaire, administered by staff of the non-affiliated organization, and have a score that reflects readiness to change. DPH will provide the Readiness to Change Questionnaire.

8. **Distribute the following supplies to MDPP staff:** Food models, blood pressure cuffs, digital scales.
9. **Complete all activities** for the MDPP 12-month Lifestyle Class series which began during the FY16-17 Agreement Addendum's Service Period.
10. **Conduct a minimum of five and a maximum of six MDPP 12-month Lifestyle Classes series** in multiple counties throughout the Local Health Department's region to serve a minimum total of 50 MDPP participants. The Lifestyle classes must be held at a minimum of two counties within the Local Health Department's region. The Local Health Department and its collaborative partners may deliver additional classes (i.e., more than the minimum requirement of one session each month) for participants needing additional support.

All new MDPP 12-month Lifestyle Class series shall start between June 1 and September 15, 2017, and shall be conducted in accordance with the CDC recommendations, guidelines, standards, and operating procedures, as described in the "CDC Diabetes Prevention Recognition Program Standards and Operating Procedures" document, which can be found at <http://www.cdc.gov/diabetes/prevention/pdf/dprp-standards.pdf>.

- a. The first six months of each series must include 16 weekly MDPP Lifestyle Classes.
 - b. The last six months of each series must include a minimum of six follow-up MDPP Lifestyle Classes.
11. **Maintain the following retention rates, out of the MDPP 12-month Lifestyle Class series:**
 - a. During the first six months of the program:
 1. 50% of MDPP participants complete four MDPP Lifestyle Classes
 2. 33% of MDPP participants complete eight MDPP Lifestyle Classes
 3. 25% of MDPP participants complete nine or more MDPP Lifestyle Classes
 - b. During the last six months of the program:
 1. 50% of MDPP participants complete three of the monthly MDPP Lifestyle Classes
 2. 33% of MDPP participants complete six of the monthly MDPP Lifestyle Classes
 12. **Track participant and program data**, including program outcomes, in the Wake Forest School of Medicine Minority DPP data subscription service database ("MDPP database").
 13. **Maintain a subscription** to the Wake Forest School of Medicine Minority DPP data subscription service ("MDPP database") for the entire fiscal year.
 14. **Collect and report aggregate data** from all Regional Collaborative partners on the outcomes and effectiveness of the MDPP to DPH.
 15. **Adhere** to all documents, reporting and evaluation requirements and timelines as designated by DPH, CDC, and the Wake Forest University School of Medicine.
 16. **Provide items and services** that address barriers to participating in the MDPP Lifestyle classes, including:
 - a. Transportation, bus passes and gas cards
 - b. Facility rentals
 - c. Child care, and

- d. Healthy snacks for classes and meetings. (Utilize the “Eat Smart North Carolina: Guidelines for Healthy Foods and Beverages at Meetings, Gatherings and Events” for suggestions on food and drinks to serve at meetings. The guide can be found at <http://www.catsmartmovemorenc.com/l/healthyMeetingGuide/lhealthyMeetingGuide.html>.)

17. **Administer an incentive program** for MDPP participants according to the plan listed below to ensure successful completion of the 12-month Lifestyle class series. Incentives should consist of the following items:

Number of Classes Completed	Corresponding Lesson	Participant Incentive
2	Get Active to Prevent T2	Calorie King books
3	Track Your Activity	Pedometers
4	Eat Well to Prevent T2	Portion plates
6	Get More Active	T-shirt
8	Shop and Cook to Prevent T2	Digital food scale
10	Find Time for Fitness	Fitness trackers
16	Stay Motivated to Prevent T2	Gym Membership or Subscription Service
18	Take a Fitness Break	Gym Membership or Subscription Service and a digital bathroom scale
20	Stay Active Away from Home	Gym Membership or Subscription Service and a \$25 Grocery Store gift card
24	Get Enough Sleep	Gym Membership or Subscription Service and a George Foreman grill

18. **Organize and co-host at least one community forum** (“Community Conversation”) with DPH MDPP staff. During these Community Conversations, representatives from the Regional Collaborative, the NC OMHHD, and CCCPH will meet with community members for a discussion on prediabetes, its impact on the community’s health and how we can all work together improve health outcomes and reduce the disparities.

IV. Performance Measures/Reporting Requirements:

The Local Health Department shall:

1. Participate in:
 - a. Program skill building meetings and webinars as required by DPH. The skill building meetings and webinars must be attended by the MDPP Regional Coordinator and Lifestyle Coaches.
 - b. Monthly reporting and technical assistance calls regarding challenges in achieving performance and strategies for overcoming the barriers.
 - c. All evaluation and program activities as required by the NC OMHHD, CCCPH, DPH, CDC and the Wake Forest School of Medicine.
 - d. Mandatory meetings and training sessions sponsored by the NC OMHHD, including but not limited to:
 1. An Introduction to Culturally and Linguistically Appropriate Services (CLAS)
 2. Effective Community Engagement Strategies

All LHD and MDPP staff who participate in MDPP meetings, training sessions and webinars must complete the event sign-in sheet to receive credit for attendance.

2. Submit performance reports that include the information listed in the Tables 1 to 5 below:

Table 1: Screenings and Referral Measures	Minimum Standard	Reporting Frequency
1. Total number of people screened for prediabetes via community and clinical methods in FY 17	250 <i>225</i>	Monthly, Interim, and Final
2. Percent of eligible people referred to MDPP 12-month Lifestyle Class series	100%	Monthly
3. Percent of eligible people referred to DSME program	100%	Monthly
4. Percent minority MDPP participants in community and clinical screening events	≥75%	Monthly

Table 2: MDPP Program Measures	Minimum Standard	Reporting Frequency
1. Number of MDPP 12-month Lifestyle Class series offered across region	25 <i>25</i>	Monthly
2. Number of people enrolled in MDPP 12-month Lifestyle Class series	50 <i>75</i>	Monthly
3. Number and percentage of MDPP participants who attend ≥4 MDPP Lifestyle Classes in the first 6 months of the 12-month Lifestyle Class series	≥50	Monthly
4. Number and percentage of MDPP participants who attend ≥8 MDPP Lifestyle Classes in the first 6 months of the 12-month Lifestyle Class series	≥33%	Monthly
5. Number and percentage of MDPP participants who attend ≥9 MDPP Lifestyle Classes in the first 6 months of the 12-month Lifestyle Class series	≥25%	
6. Number and percentage of MDPP participants who attend 16 MDPP Lifestyle Classes in the first 6 months of the 12-month Lifestyle Class series		Monthly
7. Number and percentage of MDPP participants who attend ≥4 MDPP Lifestyle Classes in the last 6 months of the 12-month Lifestyle Class series	≥50%	Monthly
8. Number and percentage of MDPP participants who attend 8 MDPP Lifestyle Classes in the last 6 months of the 12-month Lifestyle Class series	33%	Monthly
9. Number and percentage of minority participants in MDPP Lifestyle Classes	≥75%	Monthly
10. Number and types of incentives distributed		Monthly, Interim and Final
11. Number and percentage of MDPP participants who attend a minimum of 4 MDPP Lifestyle Classes and lose ≥5% of their baseline body weight		Interim and Final
12. Percentage of MDPP participants who report a change in knowledge		Quarterly, Interim, and Final
13. Percentage of MDPP participants who report a change in behavior		Quarterly, Interim, and Final

Table 3: Outreach Measures	Minimum Standard	Reporting Frequency
1. Number of people who participate in community screening events		Monthly
2. Number of people who submitted clinical screenings results		Monthly
3. Number of follow-up phone calls to non-compliant MDPP enrollees	≥2	Monthly
4. Number of follow-up emails to non-compliant MDPP enrollees	≥1	Monthly
5. Number of home visits to non-compliant MDPP enrollees (optional)		Monthly

Table 4: Meeting and Training Measures	Minimum Standard	Reporting Frequency
1. Attendance and participation in mandatory monthly meetings	100%	Monthly
2. Attendance in NC OMHHD trainings	100%	Interim and Final

Table 5: Targeted Marketing & Awareness Campaign Measures	Minimum Standard	Reporting Frequency
1. Number of billboards or bulletins flights in minority communities (English and Spanish)	≥1	Monthly, Interim, and Final
2. Number of MDPP focused radio ads and PSAs ran during FY 16	≥ 10	Monthly, interim, and Final
3. Number of MDPP focused newspaper ads and impressions (English and Spanish)	≥1	Monthly, Interim, and Final
4. Number of direct mailers distributed (English and Spanish)		Interim and Final
5. Estimated number of people reached through the targeted marketing and awareness campaign		Interim and Final

3. Demonstrate that progress toward project objectives is being made and tracked by submitting a monthly performance report to the NC OMHHD.
4. Submit an interim report by December 29, 2017 and a final report by June 30, 2018 to the DPH Program Contact. A template will be provided by the NC OMHHD. These reports shall include:
 - a. Experience with implementing the evidence-based program
 - b. Strategies
 - c. Number of people served
 - d. Services provided
 - e. Outreach outcomes, and
 - f. Other demographic information.

V. **Performance Monitoring and Quality Assurance:**

The NC OMHHD and CCCPH will monitor the Local Health Department by conducting site visits and audits (minimum of one per year) and reviewing the required reports to determine if program deliverables are being met. The Local Health Department will be visited at least once during the service period of this Agreement Addendum and there will be routine correspondence between the Regional MDPP Coordinators and the DPH MDPP Program Consultants. If deliverables are not being met, the

NC OMHHD will request a written response from the Local Health Department that documents the barriers that are preventing the Local Health Department from meeting the deliverables.

If the Local Health Department is deemed out of compliance, the NC OMHHD and CCCPH staff shall provide technical assistance and funds may be withheld until the Local Health Department is back in compliance with deliverables. If technical assistance does not prove beneficial, the Agreement Addendum may then be terminated. Funds will be re-allocated if milestones included in implementation plan are not achieved in a reasonable timeframe.

VI. Funding Guidelines or Restrictions:

1. Requirements for pass-through entities: In compliance with 1 CFR §200.331 – *Requirements for pass-through entities*, the Division provides Federal Award Reporting Supplements to the Local Health Department receiving federally funded Agreement Addenda.
 - a. Definition: A Supplement discloses the required elements of a single federal award. Supplements address elements of federal funding sources only; state funding elements will not be included in the Supplement. Agreement Addenda (AAs) funded by more than one federal award will receive a disclosure Supplement for each federal award.
 - b. Frequency: Supplements will be generated as the Division receives information for federal grants. Supplements will be issued to the Local Health Department throughout the state fiscal year. For federally funded AAs, Supplements will accompany the original AA. If AAs are revised and if the revision affects federal funds, the AA Revisions will include Supplements. Supplements can also be sent to the Local Health Department even if no change is needed to the AA. In those instances, the Supplements will be sent to provide newly received federal grant information for funds already allocated in the existing AA.
2. Funds may be used for:
 - a. Salaries and fringe benefits
 - b. Materials and supplies needed to implement the proposed interventions including, but not limited to, printing costs, blood pressure cuffs, food models, and digital scales
 - c. Travel, using current state rates.
 - d. Indirect costs, not to exceed 10%
 - e. Targeted marketing in minority communities utilizing existing DPH DPP and CDC materials that raise awareness of prediabetes and advertise the MDPP (10-15% of the total award) to include:
 1. Billboard and bulletins in minority neighborhoods
 2. Advertisements in English and Spanish on English and Spanish-language radio stations that rank highly in the target minority communities
 3. Direct mail, social media, PSAs, TV ads and other approval media outlets
 4. Recruitment at community events
 5. Recruitment at clinical offices (flyers, posters)
 6. Healthcare provider information about prediabetes
 7. Worksite education and outreach.
 - f. MDPP Participant incentives to include: Calorie King books, portion plates, digital food scale, digital bathroom scale, pedometers, fitness trackers, gym memberships or subscription services, George Foreman grills, and T-shirts. All MDPP incentives (valued at more than

\$10) must be logged within 24 hours of purchase and maintained in locked storage. Each MDPP incentive recipient must sign and date the MDPP log when they receive the incentive valued at more than \$10. This shall be evidenced by the MDPP incentive log reviewed during every site visit.

- g. Items to address barriers to DPP participation to include:
 - 1. Gas cards from gas stations and travel vouchers if used to address transportation barriers for MDPP participants to attend focus groups and DPPs. Gas cards must be from gas stations and not department or grocery stores that offer gas. Gas cards must be tracked by card number (serial number), recipient, and signature from recipient acknowledging receipt.
 - 2. Healthy snacks served during Lifestyle classes
 - 3. Facility rental to hold Lifestyle classes
 - 4. Childcare during Lifestyle class
- h. Lifestyle Coach Training sessions
- i. Wake Forest School of Medicine data subscription service
- j. Funds may not be used for:
 - 1. Lobbying activities
 - 2. Cash incentives
 - 3. Gift cards except as noted above in Section VI., Paragraph 2.g.1 above.

DPH-Aid-To-Counties For Fiscal Year: 17/18

Budgetary Estimate Number : 0

Activity 473	AA	1262 4179 00	Proposed Total	New Total
Service Period		06/01-05/31		
Payment Period		07/01-06/30		
01 Alamance	* 0	230,105	230,105	230,105
D1 Albemarle		0	0	0
02 Alexander		0	0	0
04 Anson		0	0	0
D2 Appalachian		0	0	0
07 Beaufort		0	0	0
09 Bladen		0	0	0
10 Brunswick		0	0	0
11 Buncombe		0	0	0
12 Burke		0	0	0
13 Cabarrus	* 0	230,105	230,105	230,105
14 Caldwell		0	0	0
16 Carteret		0	0	0
17 Caswell		0	0	0
18 Catawba		0	0	0
19 Chatham		0	0	0
20 Cherokee		0	0	0
22 Clay		0	0	0
23 Cleveland		0	0	0
24 Columbus		0	0	0
25 Craven		0	0	0
26 Cumberland		0	0	0
28 Dare		0	0	0
29 Davidson		0	0	0
30 Davie		0	0	0
31 Duplin		0	0	0
32 Durham		0	0	0
33 Edgecombe		0	0	0
34 Forsyth	* 0	165,808	165,808	165,808
35 Franklin		0	0	0
36 Gaston		0	0	0
38 Graham		0	0	0
D3 Gran-Vance	* 0	294,322	294,322	294,322
40 Greene		0	0	0
41 Guilford		0	0	0
42 Halifax		0	0	0
43 Harnett		0	0	0
44 Haywood		0	0	0
45 Henderson		0	0	0
46 Hertford		0	0	0
47 Hoke		0	0	0
48 Hyde		0	0	0
49 Iredell		0	0	0

50 Jackson		0	0	0
51 Johnston		0	0	0
52 Jones		0	0	0
53 Lee		0	0	0
54 Lenoir		0	0	0
55 Lincoln		0	0	0
56 Macon	* 0	165,808	165,808	165,808
57 Madison		0	0	0
D4: M-T-W	* 0	294,321	294,321	294,321
60 Mecklenburg		0	0	0
62 Montgomery		0	0	0
63 Moore		0	0	0
64 Nash		0	0	0
66 New Hanover		0	0	0
66 Northampton		0	0	0
67 Onslow		0	0	0
68 Orange		0	0	0
69 Pamlico		0	0	0
71 Pender		0	0	0
73 Person		0	0	0
74 Pitt	* 0	294,321	294,321	294,321
76 Randolph		0	0	0
77 Richmond	* 0	230,105	230,105	230,105
78 Robeson	* 0	230,105	230,105	230,105
79 Rockingham		0	0	0
80 Rowan		0	0	0
D6: R-P-M		0	0	0
82 Sampson		0	0	0
83 Scotland		0	0	0
84 Stanly		0	0	0
85 Stokes		0	0	0
86 Surry		0	0	0
87 Swain		0	0	0
D8: Toe River		0	0	0
88 Transylvania		0	0	0
90 Union		0	0	0
92 Wake		0	0	0
93 Warren		0	0	0
96 Wayne		0	0	0
97 Wilkes		0	0	0
98 Wilson		0	0	0
99 Yadkin		0	0	0
Totals		2,135,000	2,135,000	2,135,000

Sign and Date - DPH Program Administrator <i>Shirley Thomas</i> 12/5/16	Sign and Date - DPH Section Chief <i>[Signature]</i> 12/5/16
Sign and Date - DPH Contracts Office <i>Karen Miller</i> 12-5-16	Sign and Date - DPH Budget Officer <i>Camela Galt</i> 12/7/16



Chatham County, NC

Text File

File Number: 17-2306

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Health Department

File Type: Agenda Item

Agenda Number:

Vote on a request to approve \$592 Sexually Transmitted Diseases (STD) Treatment Funds.

Action Requested: Vote on a request to approve \$592 Sexually Transmitted Diseases (STD) Funds.

Introduction & Background: Chlamydia trachomatis is the most frequently observed bacterial sexually transmitted infection in the U.S. and in North Carolina. Although Chlamydia trachomatis (CT) is a reportable condition in NC, the initial funding for this Agreement Addendum had not supported testing for men evaluated in local health department STD clinics.

Discussion & Analysis: This Agreement Addendum Revision #1 provides additional funding to assist the Local Health Department with their identifying, treating, and reporting Chlamydia trachomatis. As of September 1, 2017, this Agreement Addendum Revision #1 adds paragraph #4 - Provide urine Nucleic Acid Amplification testing (NAAT) for Chlamydia when a male STD patient is at highest risk for exposure to Chlamydia and there are no clinical findings on exam or complaint of urethral symptoms.

Budgetary Impact: No local funding required.

Recommendation: Vote on a request to approve \$592 Sexually Transmitted Diseases (STD) Funds.

Division of Public Health Agreement Addendum FY 17-18

<u>Chatham County Public Health Department</u>	<u>Epidemiology / Communicable Disease Branch</u>
Local Health Department Legal Name	DPH Section/Branch Name
<u>610 STD Prevention</u>	<u>Vivian Mears, 252-341-3487</u>
Activity Number and Description	<u>vivian.mears@dhhs.nc.gov</u>
<u>06/01/2017 – 05/31/2018</u>	DPH Program Contact
Service Period	(name, telephone number with area code, and email)
<u>07/01/2017 – 06/30/2018</u>	DPH Program Signature Date
Payment Period	(only required for a negotiable agreement addendum)

- Original Agreement Addendum
 Agreement Addendum Revision # 1 (Please do not put the Budgetary Estimate revision # here.)

I. Background:

This Agreement Addendum Revision #1 adds the following paragraph:

Chlamydia trachomatis is the most frequently observed bacterial sexually transmitted infection in the U.S. and in North Carolina. Although Chlamydia trachomatis (CT) is a reportable condition in North Carolina, the initial funding for this Agreement Addendum had not supported testing for men evaluated in local health department STD clinics.


II. Purpose:

This Agreement Addendum Revision #1 provides additional funding to assist the Local Health Department with their identifying, treating, and reporting Chlamydia trachomatis.

III. Scope of Work and Deliverables:

As of September 1, 2017, this Agreement Addendum Revision #1 adds Paragraph 4, as follows:

4. Provide urine Nucleic Acid Amplification Testing (NAAT) for Chlamydia when a male STD patient is at highest risk for exposure to Chlamydia and there are no clinical findings on exam or complaint of urethral symptoms.

 Health Director Signature	(use blue ink)	<u>8-22-17</u> Date
Local Health Department to complete: (If follow-up information is needed by DPH)	LHD program contact name: <u>Debbie Garrett</u> Phone number with area code: <u>919-743-5641 ext. 8250</u> Email address: <u>debbie.garrett@chatham.nc.org</u>	

Signature on this page signifies you have read and accepted all pages of this document.

IV. Performance Measures/Reporting Requirements:

As of September 1, 2017, this Agreement Addendum Revision #1 adds Performance Measure #4 as follows:

Performance Measure #4:

The Local Health Department shall keep a record of positive Chlamydia results identified as a result of testing provided with these funds.

V. Performance Monitoring and Quality Assurance:

No change.

VI. Funding Guidelines or Restrictions:

No change.

FY18 Activity: 610 STD Prevention

Supplement 2

Supplement reason: In AA+BE or AA+BE Rev --OR-- -

CFDA #: 93.977 Federal awd date: 08/14/17 Is award R&D? no FAIN: NH25PS004349 Total amount of fed awd: \$ 2,890,471

CFDA name: Preventative Health Services_Sexually Transmitted Diseases Control Grants	Fed award project description: North Carolina STD Prevention Project	Fed awarding agency: DHHS, Centers for Disease Control and Prevention	Federal award indirect cost rate: n/a	%
				%

Subrecipient	Subrecipient DUNS	Fed funds for this Supplement	Total All fed funds for this Activity	Subrecipient	Subrecipient DUNS	Fed funds for this Supplement	Total All fed funds for this Activity
Alamance	965194483	592	692	Jackson	019728518	592	692
Albemarle	130537822	592	692	Johnston	097599104	592	692
Alexander	030495105	592	692	Jones	095116935	592	692
Anson	847163029	592	692	Lee	067439703	592	692
Appalachian	780131541	592	692	Lenoir	042789748	592	692
Beaufort	091567776	592	692	Lincoln	086869336	592	692
Bladen	084171628	592	692	Macon	070626825	592	692
Brunswick	091571349	592	692	Madison	831052873	592	692
Buncombe	879203560	592	692	MTW	087204173	592	692
Burke	883321205	592	692	Mecklenburg	074498353	592	692
Cabarrus	143408289	592	692	Montgomery	025384603	592	692
Caidwell	948113402	592	692	Moore	050988146	592	692
Carteret	058735804	592	692	Nash	050425677	592	692
Caswell	077846053	592	692	New Hanover	040029563	592	692
Catawba	083677138	592	692	Northampton	097594477	592	692
Chatham	131356607	592	692	Onslow	172663270	592	692
Cherokee	130705072	592	692	Orange	139209659	592	692
Clay	145058231	592	692	Pamlico	097600456	592	692
Cleveland	879924850	592	692	Pender	100955413	592	692
Columbus	040040016	592	692	Person	091563718	592	692
Craven	091564294	592	692	Pitt	080889694	592	692
Cumberland	123914376	592	692	Randolph	027873132	592	692
Dare	082358631	592	692	Richmond	070621339	592	692
Davidson	077839744	592	692	Robeson	082367871	592	692
Davie	076526651	592	692	Rockingham	077847143	592	692
Duplin	095124798	592	692	Rowan	074494014	592	692
Durham	088564075	592	692	RPM	782359004	592	692
Edgecombe	093125375	592	692	Sampson	825573975	592	692
Forsyth	105316439	592	692	Scotland	091564146	592	692
Franklin	084168632	592	692	Stanly	131060829	592	692
Gaston	071062186	592	692	Stokes	085442705	592	692
Graham	020952383	592	692	Surry	077821858	592	692
Granville-Vance	063347626	592	692	Swain	146437553	592	692
Greene	091564591	592	692	Toe River	113345201	592	692
Gulford	071563613	592	692	Transylvania	030494215	592	692
Halifax	014305957	592	692	Union	079051637	592	692
Harnett	091565986	592	692	Wake	019625961	592	692
Haywood	070620232	592	692	Warren	030239953	592	692
Henderson	085021470	592	692	Wayne	040036170	592	692
Hertford	627320971	592	692	Wilkes	067439950	592	692
Hoke	091563643	592	692	Wilson	075585695	592	692
Hyde	832526243	592	692	Yadkin	089910624	592	692
Iredell	074504507	592	692				



Chatham County, NC

Text File

File Number: 17-2303

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Emergency Operations

File Type: Agenda Item

Vote on a request to approve the re-naming of one private road in Chatham County

Action Requested: Motion to approve the private drive as listed

A. Abe Burnett Drive

Introduction & Background: The Chatham County Commissioners adopted an ordinance providing for the establishment for the naming of private roads in Chatham County. The Office of Emergency Operations has received one petition requesting the re-naming of one (1) private road located in Chatham County on private property. This petition is in order, complete and bears the proper number of required signatures.

Discussion and Analysis: As part of its plan to develop the Enhanced-911 Emergency Response System, there is a vital need to maintain the County's established system providing for the naming of private roads. This is important so that there can be no duplications or similarities of these assigned names within Chatham County which could result in confusion and/or delay in the response to these roads, should an emergency exist in that location. Burnett Circle is no longer a circle drive which constitutes the re-naming of the private portion.

Budgetary Impact: The cost of road signage for these roads will be \$78.00 per sign. At the rate of one sign per road, this total cost will be \$78.00. The Chatham County Commissioners have decided to absorb this cost for the making and installation of this private road sign.

Recommendation: Motion to approve the private drive as listed.

CHATHAM COUNTY ROAD NAMING REQUEST FORM

- **QUESTIONS:** Any questions concerning this form should be directed to:
Denise Suits, 919-545-8163
- **RETURN COMPLETED FORM TO:** Chatham County Emergency Operations, P. O. Box 613,
Pittsboro, NC 27312

ALL INFORMATION BELOW MUST BE COMPLETED

<p>1. APPLICANT INFORMATION</p> <p>Name: <u>Larry B. Fearrington</u></p> <p>Address: <u>2817 Headway Drive</u></p> <p>City, State & Zip Code: <u>Woodbridge, VA 22191</u></p> <p>Phone Number: <u>Hm 703 763-3176/Ce11703 6272584</u></p>	<p>2. TYPE OF REQUEST (check one box only)</p> <p><input type="checkbox"/> Private road or driveway</p> <p><input checked="" type="checkbox"/> Renaming of road</p> <p><input type="checkbox"/> Other</p>
<p>3. PROPERTY INFORMATION</p> <p>State Road Number (if applicable): _____</p> <p>Township(s) where Road Originates (check ONE):</p> <p>Albright <input type="checkbox"/> Baldwin <input checked="" type="checkbox"/> Bear Creek <input type="checkbox"/></p> <p>Cape Fear <input type="checkbox"/> Center <input type="checkbox"/> Gulf <input type="checkbox"/> Hadley <input type="checkbox"/></p> <p>Haw River <input type="checkbox"/> Hickory Mtn. <input type="checkbox"/> Matthews <input type="checkbox"/></p> <p>New Hope <input type="checkbox"/> Oakland <input type="checkbox"/> Williams <input type="checkbox"/></p> <p>Will this be part of a development? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If a development, is it:</p> <p>A major development <input type="checkbox"/></p> <p>A minor development <input type="checkbox"/></p> <p>Is it possible that this will become a state road?</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>* Length of road: <u>2/10 mile</u></p> <p>Type of road (check one answer only)</p> <p>Private <input checked="" type="checkbox"/> Public <input type="checkbox"/></p>	<p>4. ROAD NAME INFORMATION**</p> <p>What is the existing road name (if applicable)? <u>Burnett Circle</u></p> <p>What are the proposed or new road name(s)?</p> <ul style="list-style-type: none"> • <u>Abe Burmett Drive</u> • <u>Abe Burnett Lane</u> • <u>Abe Burnett Road</u> <p>If existing name is to be changed, what is the reason for this change?</p> <p><u>Burnett Circle is no longer a circle</u> <u>Will aid with Emergency Response Teams</u> <u>and delivery drivers.</u></p>

5. DIRECTIONS TO ROAD (only needed if it is a private road):

6. ATTACHMENTS REQUIRED

- Names, addresses and phone numbers of ALL adjacent property owners (see page 2).**
- Signatures of at least 60% of adjacent property owners (see page 2).
- Attached map with marked location of the road on the map.

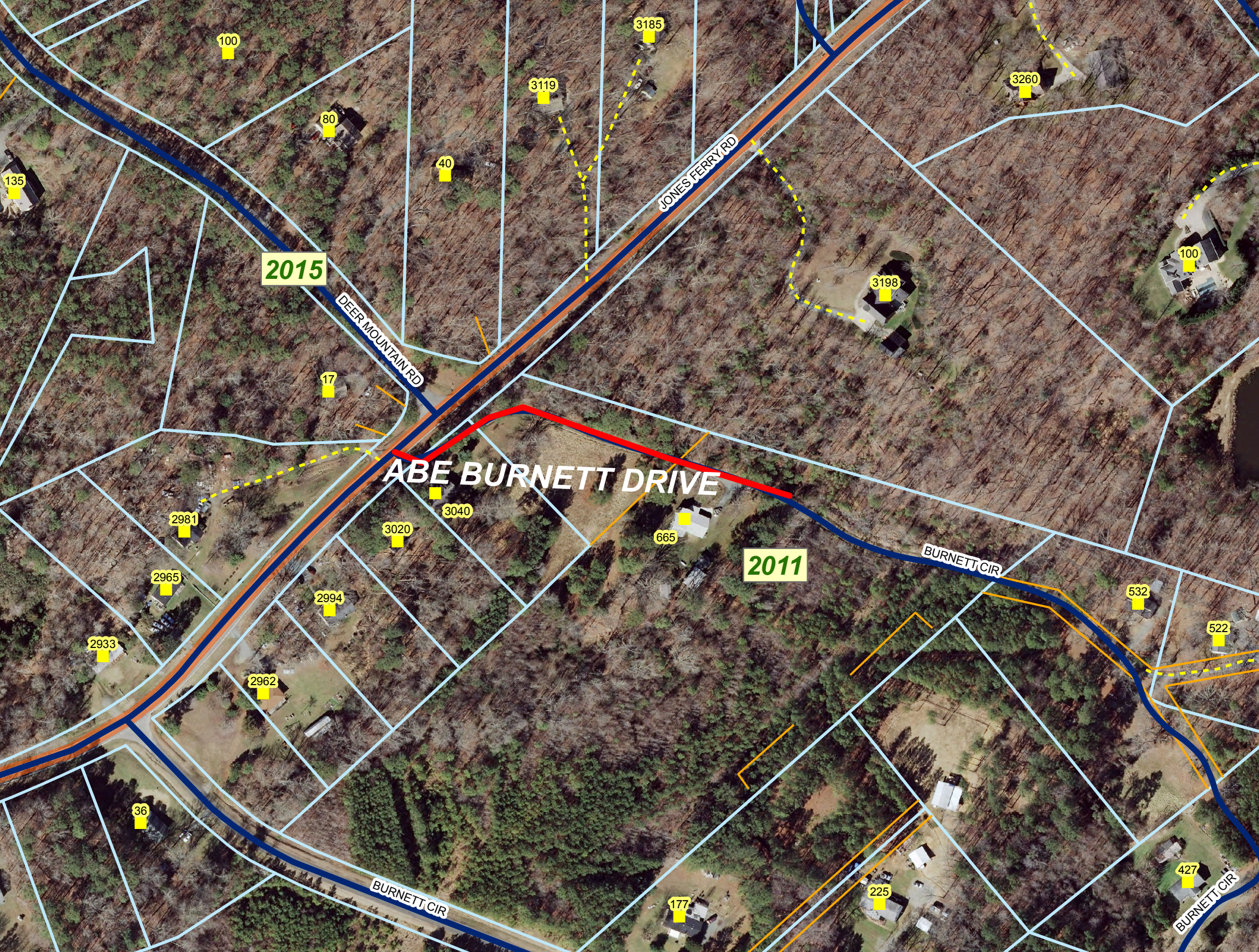
****IMPORTANT:** The County Board of Commissioners may consider a number of factors when naming or renaming a road, including the number of adjacent owners, acreage of ownership, historical significance of a road name, and roads with similar names.

7. Signature of Applicant: Larry B Fearrington Signature Date: 16 Aug 2017

Date Submitted to County EOC: 16 Aug 2017

IMPORTANT: If this form & required information is not completed and submitted properly, the petition is not valid.

<p>PROVIDE A COMPLETE LIST OF ALL ADJACENT PROPERTY OWNERS BELOW, INCLUDING NAME, ADDRESS & PHONE NUMBERS.</p>	<p>SIGNATURES: We, the undersigned owners, are in favor of the proposed road name inserted here: _____ (NOTE: Only sign below if you approve of the road name above)</p>
<p>Name: <u>Samantha Sullivan</u> Address: <u>522 Burnett Circle</u> Phone #: <u>(419) 986-6714</u></p>	<p>Signature: <u><i>Samantha Sullivan</i></u></p>
<p>Name: <u>Shenequin Brown</u> Address: <u>522 Burnett Circle</u> Phone #: <u>404 288 7155</u></p>	<p>Signature: <u><i>Shenequin Brown</i></u></p>
<p>Name: <u>Annie M. Burnett</u> Address: <u>665 Burnette Circle</u> Phone #: <u>919 942 6915</u></p>	<p>Signature: <u><i>Annie Mae Burnett</i></u></p>
<p>Name: <u>LARRY B FEARRINGTON</u> Address: <u>2817 Headway Drive</u> Phone #: <u>Woodbridge VA 20191</u></p>	<p>Signature: <u><i>Larry B Fearington</i></u></p>
<p>Name: <u>703 763 3176 / 703 627 2584</u> Address: _____ Phone #: _____</p>	<p>Signature: _____</p>
<p>Name: _____ Address: _____ Phone #: _____</p>	<p>Signature: _____</p>
<p>Name: _____ Address: _____ Phone #: _____</p>	<p>Signature: _____</p>
<p>Name: _____ Address: _____ Phone #: _____</p>	<p>Signature: _____</p>
<p>Name: _____ Address: _____ Phone #: _____</p>	<p>Signature: _____</p>
<p>Name: _____ Address: _____ Phone #: _____</p>	<p>Signature: _____</p>
<p>Name: _____ Address: _____ Phone #: _____</p>	<p>Signature: _____</p>
<p>Name: _____ Address: _____ Phone #: _____</p>	<p>Signature: _____</p>
<p>Name: _____ Address: _____ Phone #: _____</p>	<p>Signature: _____</p>



2015

2011

JONES FERRY RD

DEER MOUNTAIN RD

ABE BURNETT DRIVE

BURNETT CIR

BURNETT CIR

BURNETT CIR

100

3185

3260

3119

80

40

100

3198

17

2981

3040

665

2965

3020

BURNETT CIR

532

2933

2994

522

2962

36

177

225

427



Chatham County, NC

Text File

File Number: 17-2308

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Fire Marshal

File Type: Agenda Item

Vote on a Request to Approve a Pyrotechnics Display at the Bennett Baptist Church, 68 E. Bonlee Street, Bennett, NC 27208, on October 28, 2017.

Action Requested:

Chatham County Board of Commissioners vote on a request to approve a Pyrotechnics Display.

Introduction & Background:

North Carolina General Statute 14-410, 14-413 (Attachment #A) requires that Pyrotechnic Displays be pre-approved by the County Board of Commissioners of the County that the display is to be conducted in. Mr. Jeffrey Hale, Hale Artificier, Inc., has submitted a letter of request (Attachment #B) to conduct a Pyrotechnics display at 68 E. Bonlee Street, Bennett, NC., on October 28, 2017. Mr. Hale, Hale Artificier Inc., will be the Lead Operator for the display.

Discussion & Analysis:

Due to the dangerous nature of the use of pyrotechnics, the State of North Carolina enacted strict requirements including the licensing of Pyrotechnic Display Operators. Mr. Hale has provided the required documentation for review which includes a copy of his NC Pyrotechnic Display Operators License (Attachment #C), Certificate of Insurance (Attachment #D), and an ATF License/Permit (Attachment #E). Mr. Hale has also submitted a drawing of the area denoting the required distances from the spectators and structures (Attachment #F). The sizes and types of pyrotechnics to be used were reviewed. Mr. Hale has met the applicable requirements of the North Carolina Fire Prevention Code and the National Fire Protection Association (NFPA) Standard 1123 Fireworks and Explosives. Once notice is received that the County Board of Commissioners has approved the event, the pyrotechnics company representative will be contacted to advise them of the approval and request they please stay abreast of the conditions at the display site as the event draws near. If dry and/or windy conditions appear to pose an increase risk to life or property, a Chatham County Fire Marshal's Office representative will request that the operator contact the firm and/or persons that they have contracted with and advise them of the same. A Chatham County Fire Marshal's Office representative will also contact the company and/or person and advise them of the same. In the event that conditions continue to exist that pose and elevated

and/or increased risk to lives and property due to fire and it is determined that the event may need to be cancelled, the Chatham County Fire Marshal's Office representative will contact the pyrotechnic company representative and the firm and/or person they have contracted with within a minimum of forty eight (48) hours prior to the event and advise them of the same. The company and/or persons organizing and responsible for holding the event will give notice to nearby residents of the event a minimum of seven (7) days prior to the actual event. In accordance with the North Carolina Fire Prevention Code an inspection of the display area will be conducted by a Certified NC Fire Prevention Inspector of the Chatham County Fire Marshal's Office prior to the actual display. A piece of fire apparatus and personnel from the Bennett Volunteer Fire Department will be on-site before, during, and after the display. The Chatham County Fire Marshal will conduct a post display inspection of the display area.

Recommendation:

Chatham County Board of Commissioner's vote on a request to approve the Pyrotechnics Display to be conducted at 68 E. Bonlee Street, Bennett, NC., on October 28, 2017.

Article 54.

Sale, etc., of Pyrotechnics.

§ 14-410. Manufacture, sale and use of pyrotechnics prohibited; exceptions; permit required; sale to persons under the age of 16 prohibited.

(a) Except as otherwise provided in this section, it shall be unlawful for any individual, firm, partnership or corporation to manufacture, purchase, sell, deal in, transport, possess, receive, advertise, use, handle, exhibit, or discharge any pyrotechnics of any description whatsoever within the State of North Carolina.

(a1) It shall be permissible for pyrotechnics to be exhibited, used, handled, manufactured, or discharged within the State, provided all of the following apply:

- (1) The exhibition, use, or discharge is at a concert or public exhibition.
- (2) All individuals who exhibit, use, handle, or discharge pyrotechnics in connection with a concert or public exhibition have completed the training and licensing required under Article 82A of Chapter 58 of the General Statutes. The display operator or proximate audience display operator, as required under Article 82A of Chapter 58 of the General Statutes, must be present at the concert or public exhibition and must personally direct all aspects of exhibiting, using, handling, or discharging the pyrotechnics.
- (3) The display operator has secured written authority under G.S. 14-413 from the board of county commissioners of the county, or the city if authorized under G.S. 14-413(a1), in which the pyrotechnics are to be exhibited, used or discharged. Written authority from the board of commissioners or city is not required under this subdivision for a concert or public exhibition provided the display operator has secured written authority from The University of North Carolina or the University of North Carolina at Chapel Hill under G.S. 14-413, and pyrotechnics are exhibited on lands or buildings in Orange County owned by The University of North Carolina or the University of North Carolina at Chapel Hill.

(a2) Notwithstanding any provision of this section, it shall not be unlawful for a common carrier to receive, transport, and deliver pyrotechnics in the regular course of its business.

(a3) The requirements of this section apply to G.S. 14-413(b) and G.S. 14-413(c).

(b) Notwithstanding the provisions of G.S. 14-414, it shall be unlawful for any individual, firm, partnership, or corporation to sell pyrotechnics as defined in G.S. 14-414(2), (3), (4)c., (5), or (6) to persons under the age of 16.

(c) The following definitions apply in this Article:

- (1) Concert or public exhibition. – A fair, carnival, show of any description, or public celebration.
- (2) Display operator. – An individual issued a display operator permit under G.S. 58-82A-3.
- (3) State Fire Marshal. – Defined in G.S. 58-80-1. (1947, c. 210, s. 1; 1993 (Reg. Sess., 1994), c. 660, s. 3; 1995, c. 475, s. 1; 2003-298, s. 2; 2007-38, s. 1; 2009-507, s. 1; 2010-22, s. 8.)

§ 14-413. Permits for use at public exhibitions.

(a) For the purpose of enforcing the provisions of this Article, the board of county commissioners of any county, or the governing board of a city authorized pursuant to subsection (a1) of this section, may issue permits for use in connection with the conduct of concerts or public exhibitions, such as fairs, carnivals, shows of all descriptions and public celebrations, but only after satisfactory evidence is produced to the effect that said pyrotechnics will be used for the aforementioned purposes and none other. Provided that no such permit shall be required for a public exhibition authorized by The University of North Carolina or the University of North Carolina at Chapel Hill and conducted on lands or buildings in Orange County owned by The University of North Carolina or the University of North Carolina at Chapel Hill.

(a1) For the purpose of enforcing the provisions of this Article, a board of county commissioners may authorize the governing body of any city in the county to issue permits pursuant to the provisions of this Article for pyrotechnics to be exhibited, used, or discharged within the corporate limits of the city for use in connection with the conduct of concerts or public exhibitions. The board of county commissioners shall adopt a resolution granting the authority to the city, and it shall remain in effect until withdrawn by the board of county commissioners adopting a subsequent resolution withdrawing the authority. If a city lies in more than one county, the board of county commissioners of each county in which the city lies must adopt an authorizing resolution. If any county in which the city lies withdraws the authority of the city to issue permits for the use of pyrotechnics, the authority of the city to issue permits for the use of pyrotechnics will end, and all counties within which the city lies must resume their authority to issue the permits.

(b) For any indoor use of pyrotechnics at a concert or public exhibition, the board of commissioners or the governing body of an authorized city may not issue any permit unless the local fire marshal or the State Fire Marshal (or in the case of The University of North Carolina or the University of North Carolina at Chapel Hill it may not authorize such concert or public exhibition unless the State Fire Marshal) has certified that:

- (1) Adequate fire suppression will be used at the site.
- (2) The structure is safe for the use of such pyrotechnics with the type of fire suppression to be used.
- (3) Adequate egress from the building is available based on the size of the expected crowd.

(c) The requirements of subsection (b) of this section also apply to any city authorized to grant pyrotechnic permits by local act and to the officer delegated the power to grant such permits by local act.

(d) **(Effective February 1, 2010)** A board of county commissioners or the governing board of a city shall not issue a permit under this section unless the display operator provides proof of insurance in the amount of at least five hundred thousand dollars (\$500,000) or the minimum amount required under the North Carolina State Building Code pursuant to G.S. 143-138(e), whichever is greater. A board of county commissioners or the governing board of a city may require proof of insurance that exceeds these minimum requirements. (1947, c. 210, s. 4; 1993 (Reg. Sess., 1994), c. 660, s. 3.1; 1995, c. 509, s. 11; 2003-298, s. 1; 2007-38, s. 2; 2009-507, s. 2.)

Attachment "B"

Hale Artificier, Inc.
Fireworks and Pyrotechnics

Thomas Bender
Chatham County Fire Marshal

Dear Tom,

By this letter, I am requesting permission from the Chatham County Board of Commissioners to present a small fireworks display for the annual picnic at the Bennett Baptist Church, in Bennett, NC.

The Date is Saturday, October 28 , 2017.

We have been presenting this display for quite a number of years, and this year's program will be pretty much the same as it has been on the past, using a combination of small diameter, low level effects including 1.4g Consumer and 1.3g Display effects. The site parameters will meet all applicable codes, for materials not to exceed 1.75" in diameter.

Thank you so very much for your willingness to work with us on this project, as well as the several other fireworks displays that we present in Chatham County.

Sincerely,



Jeffrey A. Hale

President

545 New Bowers Road, Lexington, NC 27292 336-249-6703

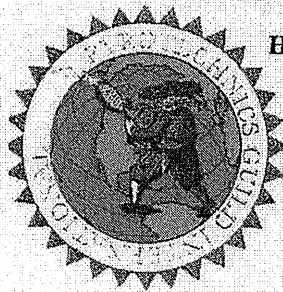


Attachment C
**Pyrotechnics Guild
 International Inc.**

Jeffrey A Hale

is accredited as a Certified Instructor of the
 PGI Display Operator Certification Course.

Expires September 30, 2018
 www.pgi.org



Has Lifetime Membership in
**Pyrotechnics Guild
 International, Inc.**
 and is
 entitled to all
 membership benefits and
 rights of the Guild.

James Mulich

James Mulich, PGI Secretary-Treasurer

Virginia State Fire Marshal's Office



**Certified Pyrotechnician
 Aerial**

Name: Hale, Jeffery A.
 Certification #: 753647NC
 Effective Date: April 30, 2016
 Expiration date: April 30, 2019

The person named on the obverse
 side of this card has complied with
 the provisions contained in § 27-
 97.2 of the Code of Virginia and is
 further deemed to have met the
 criteria established in the Virginia
 Statewide Fire Prevention Code.

Charles E. Altizer
 Charles E. Altizer
 Virginia State Fire Marshal



SOUTH CAROLINA
STATE FIRE

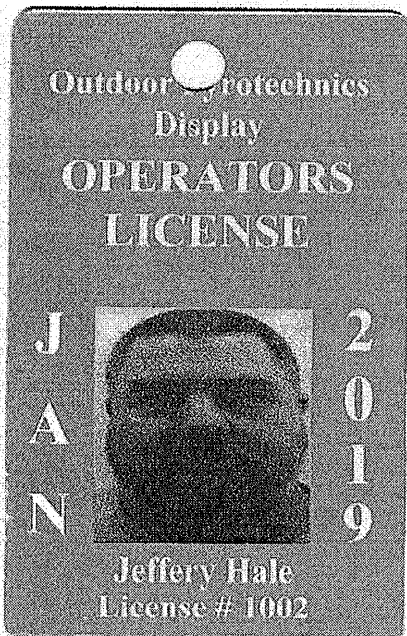
is to certify that: JEFFREY ALLEN HALE
 is permitted or licensed as a: FM Pyro Pyrotechnic Operator Commercial Outdoor
 Company.

Permit or Permit #: FFB.313
 Expires: 03/31/2018



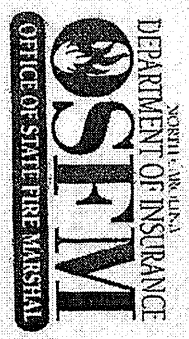
Robert Torale
 State Fire Marshal

IF FOUND, PLEASE RETURN TO:
 S.C. OFFICE OF STATE FIRE MARSHAL
 141 MONTICELLO TRAIL
 COLUMBIA, SC 29203



W. Eugene Gordon
 Commissioner of Insurance
 State Fire Marshal

John C. Hester
 Senior Deputy Commissioner
 Assistant State Fire Marshal





Attachment 2

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
7/19/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Mountcastle Insurance 307 W. Center Street Lexington NC 27292		CONTACT NAME: Phyllis Sink PHONE (A/C, No, Ext): (336) 249-4951 E-MAIL ADDRESS: psink@mountcastleinsurance.com FAX (A/C, No):	
INSURED Hale Artificier, Inc 545 New Bowers Rd. Lexington NC 27292		INSURER(S) AFFORDING COVERAGE	
		INSURER A: AMW - National Fire & Marine	
		INSURER B: Penn. National Insurance Co.	
		INSURER C: APP - Continental Indemnity Co	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL174602268 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			72LPS028450	4/28/2017	4/28/2018	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Property damage-single limit \$
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			AU90607811	9/23/2016	9/23/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist Bl split limit \$ 30,000
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						OCCUR CLAIMS-MADE EACH OCCURRENCE \$ AGGREGATE \$ \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N <input type="checkbox"/> N/A	468792450103	12/1/2016	12/1/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Date: October 25, 2017

Rain Date: TBD

Chathan County; Bennett Baptist Church and Mr. Thomas Bender are Additional Insured on the above General Liability Policy with respect to fireworks display on the date(s) noted above as required by written contract.

CERTIFICATE HOLDER

CANCELLATION

Bennett Baptist Church
68 Boniee Street
Bennett, NC 27208

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

C Call/PHYLLIS

© 1988-2014 ACORD CORPORATION. All rights reserved.

In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. **THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 555.53.** See "WARNINGS" and "NOTICES" on reverse.

Direct ATF Correspondence To
ATF - Chief, FELC
244 Needy Road
Martinsburg, WV 25405-9431

License Permit Number
1-NC-057-51-8J-00088

Chief, Federal Explosives Licensing Center (FELC)
Christopher R. Reers

Expiration Date
September 1, 2018

Name
HALE ARTIFICER INC

Premises Address (Changes? Notify the FELC at least 10 days before the move.)
**DAISY COURT
LEXINGTON, NC 27292-**

Type of License or Permit
51-IMPORTER OF EXPLOSIVES

Purchasing Certification Statement

The licensee or permittee named above shall use a copy of this license or permit to assist a transferor of explosives to verify the identity and the licensed status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license or permit with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Explosives Licensee (FEL) or a responsible person of the FEL. I certify that this is a true copy of a license or permit issued to the licensee or permittee named above to engage in the business or operations specified above under "Type of License or Permit."

Mailing Address (Changes? Notify the FELC of any changes.)

HALE ARTIFICER INC
545 NEW BOWERS RD
LEXINGTON, NC 27292-

[Signature]
Licensee/Permittee Responsible Person Signature
JEFF HALE
Printed Name

president
Position Title
2-9-14
Date

In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. **THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 555.53.** See "WARNINGS" and "NOTICES" on reverse.

Direct ATF Correspondence To
ATF - Chief, FELC
244 Needy Road
Martinsburg, WV 25405-9431

License Permit Number
1-NC-057-20-8L-00921

Chief, Federal Explosives Licensing Center (FELC)
Christopher R. Reers

Expiration Date
November 1, 2018

Name
HALE ARTIFICIER, INC

Premises Address (Changes? Notify the FELC at least 10 days before the move.)
**3185 EAST US HWY 64
LEXINGTON, NC 27292-**

Type of License or Permit
20-MANUFACTURER OF EXPLOSIVES

Purchasing Certification Statement

The licensee or permittee named above shall use a copy of this license or permit to assist a transferor of explosives to verify the identity and the licensed status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license or permit with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Explosives Licensee (FEL) or a responsible person of the FEL. I certify that this is a true copy of a license or permit issued to the licensee or permittee named above to engage in the business or operations specified above under "Type of License or Permit."

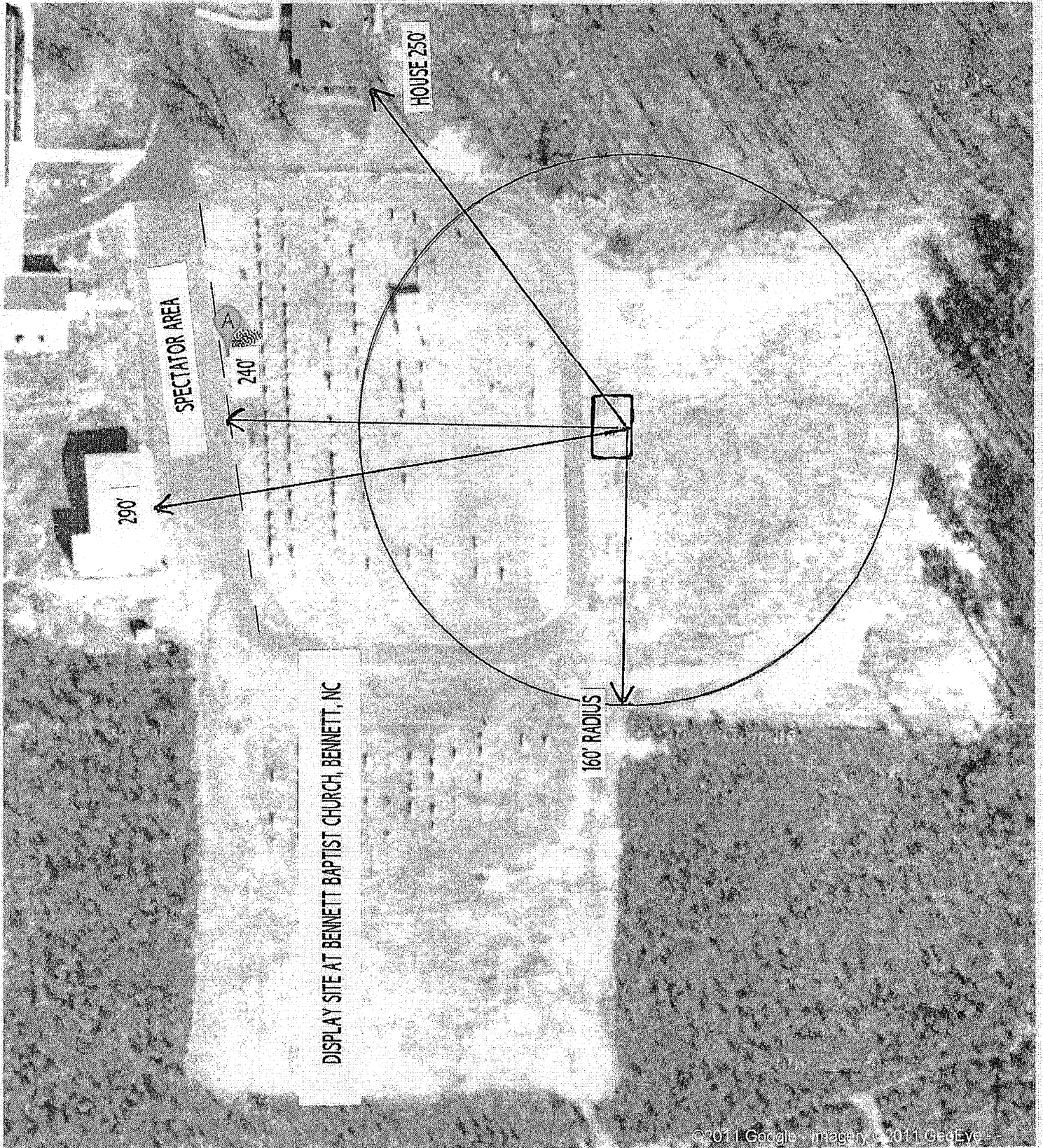
Mailing Address (Changes? Notify the FELC of any changes.)

HALE ARTIFICIER, INC
545 NEW BOWERS ROAD
LEXINGTON, NC 27292-

[Signature]
Licensee/Permittee Responsible Person Signature
JEFF HALE

president
Position Title
2-10-14
Date

To see all the details that are visible on the screen, use the "Print" link next to the map.





Chatham County, NC

Text File

File Number: 17-2309

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and Consent Agenda

In Control: Tax Office Assessor

File Type: Agenda Item

Vote on a request to approve Annual Settlement and Order of Collection

Action Requested: Vote on a request to approve Annual Settlement and Order of Collection.

Introduction & Background: After July 1 and before being charged with taxes for the current fiscal year, the Tax Collector shall make full settlement with the governing body of the taxing unit for all taxes in the Tax Collector's hands for the collection of the preceding fiscal year. According to G.S. 105-321, each year the Board of Commissioners shall adopt and enter into the minutes, an order directing the Tax Collector to collect the taxes charged in the tax records and receipts. The Order of Collection shall have the force and effect of a judgment and execution against the taxpayers real and personal property, and shall be drawn in form as provided.

Discussion & Analysis: Attached is a copy of the Tax Collector's annual settlement for all taxes collected for the fiscal year 2016-2017. Shown on the report are columns for All Taxes Charged. The report includes taxes for Chatham County and all special districts and all cities. Reports for each city are also provided. Attached is an Order of Collection to be issued to the Tax Collector by the Board of Commissioners. The law requires that this action be taken to authorize the Tax Collector to collect the taxes. Failure to approve the Order of Collection could result in having to void any forced action taken by the Tax Collector to collect delinquent taxes. The Order of Collection shall be a full and sufficient authority to direct, require, and enable the Tax Collector to levy on and sell any real or personal property, in accordance with the law.

Budgetary Impact: None.

Recommendation: Approve Annual Settlement and Order of Collection.

Tax Collector's Annual Settlement

July 1, 2016 Beginning Balances

Real & Personal Property	2,187,876.52
Public Utilities	2.93
Registered Vehicles	275,384.86
Total	2,463,264.31

Charges

Original Bills

Real & Personal Property	74,263,452.76
Public Utilities	0.00
Registered Vehicles	0.00
Total	74,263,452.76

Discoveries

2017 Real & Personal Property	325,895.96
2016 Real & Personal Property	373,484.26
Prior Years RE & PP	109.30
2017 Public Utilities	38,449.74
2016 Public Utilities	1,647,727.07
2017 Registered Vehicles	-
2016 Registered Vehicles	44,291.32
Prior Years RMV	-
Total	2,429,957.65

Net Abatements

Current Tax Year

2017 Tax Year-RE & PP	39,057.32
2016 Real & Personal Property	212,658.91
Public Utilities	45,430.53
2017 Tax Year-RMV	-
2016 Registered Vehicles	1,771.76
Total	298,918.52

Prior Tax Years

Real & Personal Property	121,982.31
Public Utilities	-

Registered Vehicles	46,206.26
Total	168,188.57

Total Net Abatements

467,107.09

Adjusted A/R Levy

Real & Personal Property	76,777,120.26
Public Utilities	1,640,749.21
Registered Vehicles	271,698.16
Total	78,689,567.63

Collections

Current Tax Year

2017 Tax Year-RE & PP	106,562.37
2016 Real & Personal Property	73,752,429.72
2017 Public Utilities	20,804.89
2016 Public Utilities	1,619,941.39
2017 Tax Year-RMV	0.00
2016 Registered Vehicles	34,582.04
Total	75,534,320.41

Other Tax Years

Real & Personal Property	1,003,186.47
Public Utilities	2.93
Registered Vehicles	13,870.35
Total	1,017,059.75

Total Collections 76,551,380.16

Miscellaneous

Interest	344,273.51
DMV Interest - 3%	0.00
Advertisement	13,320.25
Over/Short	(154.77)
Refunds	287,422.08
Prepaid	6,684.04
Garnishment Fees	26,982.30
Copies & Maps	365.00
Returned Checks	67,043.62
Returned Check Fees	924.01
Foreclosure Costs	110,164.69
Debt Setoff Reimbursements	0.00
Occupancy Tax	109,218.20
Gross Receipts on Vehicles	18,381.41
Water Collections	269,227.49

1,253,851.83
Total Collections 77,805,231.99

June 30, 2017 Ending

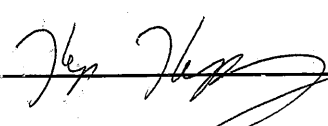
Balances-Levy

Real & Personal Property	1,914,941.70
Public Utilities	0.00
Registered Vehicles	223,245.77
Total	2,138,187.47

Total Receivable 2,138,187.47

Percentage of Collection	
Real & Personal Property	98.98%
Public Utilities	100.00%
RE, PP & PU	99.00%
Registered Vehicles	83.28%
All groups	98.99%

I, Kep Kopley, Tax Collector for Chatham County present this as my annual settlement for fiscal year ending June 30, 2017.



August 9, 2017
Date

State of North Carolina

County of Chatham

To the Tax Collector of Chatham County:

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Assessor and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the County of Chatham, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with the law.

Witness my hand and official seal, this the _____ day of _____, 2017.

Jim Crawford (Seal)
Chairman, Board of Commissioners of Chatham County

Lindsay Ray
Clerk to the Board of Commissioners of Chatham County



Chatham County, NC

Text File

File Number: 17-2310

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Health Department

File Type: Ordinance

Vote on a request to approve Animal Control Ordinance with revisions.

Action Requested: Vote on a request to approve Animal Control Ordinance with revisions.

Introduction & Background: In 2014 the Chatham County Animal Control Ordinance underwent major substantive revisions. The final version adopted by the Commissioners was never finalized for codification. Since approval of the 2014 revisions, it has become apparent through enforcement of the ordinance, that the existing language needed additional clarification. Additionally, some ordinance provisions needed reformatting to improve understanding of the intent on the language and how it related to other components of the ordinance.

Discussion & Analysis: The Chatham County Public Health Department requests approval of the proposed revisions to the existing Animal Control Ordinance. The proposed revisions are intended to clarify the language and intent of the existing ordinance for improved enforcement and final codification of the document. Legal review has determined that the proposed changes do not represent substantive changes to the ordinance.

Budgetary Impact: No local funding requested.

Recommendation: Vote on a request to approve Animal Control Ordinance with revisions.

Chatham County, NC Code of Ordinances

CHAPTER 91: ANIMAL SERVICES DIVISION

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GENERAL PROVISIONS

§ 91.001 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ABANDON. To intentionally, knowingly, recklessly or negligently leave an animal at a location not to return and without providing for the animal's care.

ABUSE and NEGLECT.

1. Failing to provide an animal with adequate food and adequate water.
2. Molesting, harassing, injuring, setting on fire or sexually assaulting any animal in a manner causing physical pain, suffering or death to the animal;
3. Failing to provide adequate medical attention for any sick, diseased or injured animal in order to prevent physical pain, suffering, disability or death to the animal;
4. Keeping any animal under conditions which cause or could cause physical pain, suffering, disability or death to the animal or which increases the probability of the transmission of disease;
5. Failing to provide adequate shelter, as defined herein, for an animal.
6. Conveying or confining any type of animal in a motor vehicle, wagon or trailer, or in the bed of a truck in such a way as to cause physical pain, suffering, disability or death to the animal.

ADEQUATE FOOD. The provision at suitable intervals, not to exceed 24 hours, of a quantity of wholesome foodstuff suitable for the species and age, sufficient to maintain a reasonable level of nutrition in each animal. Such foodstuff shall be served in a sanitized receptacle, dish, or container.

ADEQUATE SHELTER. An enclosure having at least three solid sides, a roof and a solid floor raised above the ground with sufficient room for the animal to move about freely and lie down comfortably, structurally sound, water and wind resistant, maintained in good repair and constructed in a manner to provide shade from the direct rays of the sun, adequate ventilation and light. Barrel style enclosures are considered adequate shelter provided they are kept in a good state of repair, waterproof, have a floor raised above the ground and are stable for the animal.

ADEQUATE WATER. Constant access to a supply of clean, fresh, potable water provided in a sanitary manner or provided at suitable intervals for the species and not to exceed 24 hours at any interval.

ADOPTABLE ANIMAL. An animal that, in the opinion of the Animal Services Director, is physically well, spayed or neutered, exhibits behaviors of socialization and compatibility with living in the human environment, does not pose an undue risk of injury to people or other animals and which would be considered desirable for companionship.

ANIMAL. Any live, vertebrate creature specifically including but not limited to dogs, cats, farm animals, birds, fish, livestock, and reptiles.

ANIMAL SERVICES DIVISION. The division of the County Public Health Department authorized to enforce this chapter, all state laws regarding rabies and animals, and to oversee operations of the county's animal shelter.

ANIMAL SERVICES OFFICER. Staff of the Animal Services Division, designated by the health director, authorized to enforce this chapter and all state laws regarding rabies and animals.

ANIMAL SHELTER. Any premises designated by the county for the purpose of impounding and caring for animals found running at large or otherwise subject to impoundment pursuant to this chapter.

APPROVED TETHERING COLLAR. A collar or harness constructed of nylon, leather, or similar material specifically designed to be used for a dog, cat or pot-bellied pig. Approved collars do not include head harnesses, choke-type or pronged collars.

AT LARGE. Any animal off the real property of its owner and not under physical restraint of a competent person. For the purposes of this definition, the term "real property" shall include any property owned or occupied by the owner of such animal but shall not include any of the common areas (including without limitation, walks, drives, recreation and open space areas, etc.) within any subdivision or multifamily residential development.

AT LARGE NUISANCE ANIMAL. Any at large animal which, in addition to being at large, has created a public nuisance when having been off property.

BITE or BITTEN. Skin has been penetrated by an animal's teeth. (Cat scratches)

COMPETENT PERSON. A person of suitable age and discretion to keep an animal under sufficient restraint and control in order to prevent harm to the animal, persons, to other animals, including but not limited to domesticated livestock, or to property.

Dangerous Dog: A dog that:

- a. A dog that:
 1. Without provocation has killed or inflicted severe injury on a person; or
 2. Is determined by the person or Board designated by the county or municipal authority responsible for animal control to be potentially dangerous because the dog has engaged in previous behaviors defined as a potentially dangerous dog.
- b. Any dog owned or harbored primarily or in part for the purpose of dog fighting, or any dog trained for dog fighting.

DOMESTIC ANIMAL. A dog, cat or ferret that has been made tame by socialization and that is fit for the human environment.

EXPOSED TO RABIES. An animal has been exposed to rabies within the meaning of this Ordinance if it has been bitten by, or otherwise come into contact with the saliva or nervous tissue of a proven rabid animal or animal reasonably suspected of having rabies that is not available for laboratory diagnosis.

HOLDING PERIOD. The time period for holding animals seized by the Animal Services Division or turned into the shelter without a known owner. The holding period for adoptable animals shall be five (5) days, calculated from 6:00 a.m. on the day immediately following the day of seizure or turn in and ending at 6:00p.m. on the fifth day thereafter. The holding period for all other animals shall be three (3) days calculated from 6:00 a.m. on the day immediately following the day of seizure or turn in and ending at 6:00 p.m. on the third day thereafter. Saturdays, Sundays and holidays shall not be counted.

HEALTH DEPARTMENT. The Chatham County Public Health Department.

HEALTH DIRECTOR. The Director of the Chatham County Public Health Department or his or her designee.

IMPOUNDMENT. The placement of an animal in the custody of the County Animal Services Division, person or entity duly authorized by the Board of County Commissioners or by state law for that purpose.

Keeper. Any person, acting in the capacity of the owner, or at the owner's request, who is responsible for the care, welfare and maintenance of the animal.

LIVESTOCK. All categories and subsets of equines, bovines, sheep, goats, llamas, and swine.

MICROCHIP IMPLANT. A passive electronic device injected into an animal by means of a pre-packaged sterilized implanting device for the purpose of identification and/or recovery of the animal.

OWNER. Any person taking care of or having custody of an animal, such as by providing food, water, shelter or medical care, but shall not include taking care or having custody of the animal for compensation.

OWNERS PROPERTY. The area described in the deed of conveyance to the owner, or in a lease situation written or verbal, the area described in the lessor's deed of conveyance. For the purposes of this definition the common areas of townhomes and condominiums will be considered as being owned by the homeowners association and the common areas of apartment complexes will be considered owned by the lessor/property owner.

PERSON. An individual natural person or group of persons, a corporation, partnership, limited liability company, association, other organization or similar entity including bodies of politic and corporate.

POTENTIALLY DANGEROUS DOG: A dog that has:

- a. **Inflicted a bite on a person that resulted in broken bones or disfiguring lacerations or required cosmetic surgery or hospitalization; or**
- b. **Killed or inflicted severe injury upon a domestic animal when not on the owner's real property; or**

- c. Approached a person when not on the owner's property in a vicious or terrorizing manner in an apparent attitude of attack.

PROOF OF OWNERSHIP. Documentation that establishes property rights in an animal including but not limited to, veterinary records, rabies vaccination certificate, license, registration, photographs, bills of sale, breed registries, written transfers of ownership and verbal or written third-party verifications.

PROVOKE. Any action designed, intended or which can reasonably be expected to have the effect of goading, inflaming, instigating or stimulating an aggressive response on the part of an animal. Reasonable efforts of self-defense against a dangerous animal and authorized or otherwise lawful entry onto the property of another shall not constitute provocation.

PUBLIC NUISANCE.

1. Any act or conditions resulting from the maintaining, housing or harboring of animals which annoys and disturbs the rights, privileges of a reasonable of person(s) under the circumstances within a given community, rendering the ordinary use or occupation of any person's property physically uncomfortable or which creates a public health nuisance.
2. The following, by way of example, and not by way of limitation, shall constitute prima facie evidence of nuisance whether occurring on or off the owner's property:
 - a. Any animal which damages the property of anyone other than its owner, including but not limited to, turning over garbage containers, damaging gardens, flowers or vegetables.
 - b. Any animal(s) maintained in unsanitary conditions which results in offensive odors, is dangerous to the welfare of the animal(s), or ~~the~~ public health and safety.
 - c. Any act by virtue of number or type and location is offensive or dangerous to public health safety or welfare.
 - d. Any animal which habitually barks, whines, howls or otherwise creates excessive and repetitive noise which annoys and disturbs the rights, and privileges and reasonable expectations of other person(s) rendering the ordinary use or occupation of any person's property physically or emotionally uncomfortable.
 - e. When off the owner's property any animal that habitually or repeatedly chases, snaps at, attacks or barks at pedestrians, joggers, animals walked on a leash by their owners, bicycles or other vehicles.
 - f. Any female dog or cat not maintained in a building or other enclosure, while in heat, in such a manner that she will not be in contact with another dog or cat or attract other animals. This section shall not be construed to prohibit the intentional breeding of animals within an enclosed area on the premises of the owner which is being bred.

- g. Any animal tethered in a manner that allows it to come within (5) feet of another person's property line.

QUARANTINE. The strict confinement of an animal in a manner which precludes direct contact with other animals not currently in quarantine or person other than the owner or caretaker.

RESTRAINT OFF OWNER'S PROPERTY. Restriction or control of an animal's movement by a leash, bridle or similar effective and humane device and under the direct control of a competent person when off the owner's real property.

SECURE ENCLOSURE. Any enclosure, including but not limited to a house, mobile home, shed, barn, etc., from which an animal cannot escape unless freed by the owner. An Animal Services Officer, in his/her discretion, may determine whether or not there is a secure enclosure on the premises.

STRAY. Any animal, found at large which does not bear owner identification, the owner is not known, or an owner cannot be identified in the exercise of due diligence.

SUSPECTED OF HAVING RABIES. Any animal which is unvaccinated against rabies or whose vaccination status is unknown which is reasonably suspected of having been exposed to rabies.

TETHER. A rope, metal chain, coated cable, or other similar and effective humane device, with which an animal is secured to in order to restrict its movement. By design, the tether must be at least 15 feet in length and equipped with a swivel on each connecting end. By design and placement, it shall allow the dog a reasonable and unobstructed range of motion. A pulley system, running line, or trolley system may be used in conjunction with this definition.

VETERINARY HOSPITAL. Any establishment maintained and operated by a licensed veterinarian for surgery, diagnosis and treatment of diseases and injuries of animals.

§ 91.002 AUTHORITY AND RESPONSIBILITY.

This Ordinance is adopted pursuant to the power granted Chatham County in N.C. Gen. Stat. §§ 153A-121, 153A-123, 153A-127 and 153A-442. The purpose of this Ordinance is to protect the health, safety and welfare of Chatham County residents and the animals residing within the County and to regulate and control the conduct, keeping and care of those animals

§ 91.003 APPLICABILITY TO ANIMAL SHELTER.

Chatham County shall operate and maintain a County Animal Shelter for the purpose of impounding or caring for animals held under the authority of state law, this Ordinance or any other county or municipal ordinance. Chatham County may contract for Animal Shelter operations and needs as deemed appropriate.

§ 91.004 THE EMPLOYEES OF THE ANIMAL SERVICES DIVISION.

1. Chatham County may appoint one or more Animal Services Officers. The Health Director may also designate an Animal Services Officer as an Animal Cruelty Investigator.
2. Animal Services Officers shall have only the following powers and duties within Chatham County and within any municipality therein that has given prior approval in accordance with applicable law or ordinance:
 - a. The responsibility for the enforcement of all state and local laws including ordinances, resolutions and proclamations pertaining to the ownership and control of dogs and other animals.
 - b. Be responsible for the investigation of all reported animal bites and, under the direction of the health director, enforcement of animal quarantine or other actions as provided under public health law, of any dog or cat suspected of being exposed to or having rabies.
 - c. To cooperate with all law enforcement officers in the county and the towns therein and assist in the enforcement of the laws of the state with regard to animals.
 - d. Conduct, promote and/or sponsor rabies vaccination clinics;
 - e. To investigate reported or observed animal cruelty, mistreatment, neglect or animal abuse and make written reports of such investigations and, when requested, provide such reports to appropriate law enforcement officers or the District Attorney's office.
 - f. To investigate reports of observed harassment or attacks by dogs or other animals against people, animals, or domesticated livestock and to assist in locating those persons owning or harboring the attacking animals.
 - g. To immediately impound, pursuant to provision (h) of this section, any animal which, based upon the determination of the officer, is in imminent risk of death, injury or serious illness if not immediately removed from the conditions putting the animal at risk.
 - h. To remove an animal from a person's property, in the absence of the owner, to protect public safety.
 - i. Issue citations for violations of this chapter and/or initiate legal remedies in a court of competent jurisdiction pursuant to this Ordinance or state law;
 - j. When necessary, make inspections to enforce any provisions of this chapter, or other applicable law. When an Animal Services Officer has reasonable cause to believe there exists, in any building or upon any premises, any violation of this chapter or other applicable law, the Animal Services Officer is empowered to enter and inspect the property at any reasonable time and

perform any duty imposed by this chapter or applicable law upon consent of the occupant or owner of the property or by administrative or criminal search warrant.

(1) The procedure shall be as follows:

- (a) If the property is occupied, the Animal Services Officer shall first present his or her credentials to the occupant or owner and request entry, explaining the reasons therefore;
- (b) If the property is unoccupied, the Animal Services Officer shall first make a reasonable effort to locate the owner or other persons having control of the property, present proper credentials and request entry, explaining reasons therefore; and
- (c) If entry is refused or cannot be obtained because the owner or other person having control or charge of the property cannot be found after due diligence, the Animal Services Officer may obtain an appropriate warrant to conduct a search, or inspection of the property.
- (d) Notwithstanding any other provision of this section, the Animal Services Officer, upon order of the Health Director, shall have all authority granted by the North Carolina General Statutes to enter upon any land to enforce the provisions of this chapter, including the seizure of dog(s) or other animal(s) determined to be dangerous, potentially dangerous, vicious or a threat to the safety and welfare of the public and/or other animals or any other action necessary to abate an imminent hazard to the safety and wellbeing of persons or animals.

3. Keep, or cause to be kept, accurate and detailed records of:

- (1) Seizure, impoundment and disposition of all animals coming into the custody of the Animal Services Division;
- (2) Bite cases, violations and complaints, and investigation of same;
- (3) All moneys belonging to the county derived from fees, penalties or other sources, and to pay all funds so collected to the county finance office daily; and
- (4) Any other matters required by state law or as directed by the Health Director or County Manager.
- (5) Meet the qualifications for Animal Services Officer positions as set forth in the job description for the positions in the state and county personnel policies respectively; and

- (6) Be authorized to place live-capture animal traps on private property, with the consent of the landowner, or on public property, in order to trap and remove stray, at large, abandoned or nuisance domestic animals. The Animal Services Officer is further authorized to receive and impound domestic animals that are trapped by other agencies or persons within the county.

§ 91.005 INTERFERENCE WITH ENFORCEMENT.

The following shall be unlawful.

1. It shall be unlawful for any person to interfere with, threaten, hinder molest otherwise prevent a member of the Animal Services Division from carrying out and performing their lawful duties pursuant to this Chapter or other applicable law, or to seek to release any animal in the custody of the Animal Services Division except as otherwise specifically provided.
2. It shall be unlawful for any person to conceal, for the purpose of evading the requirements of this chapter, any animal from the Animal Services Division.
3. It shall be unlawful for any person to refuse to show proof of a rabies vaccination to any member of the Animal Services Division upon demand.
4. It shall be unlawful for any person, other than a member of the Animal Services Division, to remove any animal from a live-capture animal trap placed on private or public property by the Animal Services Division without the express authorization of a member of the Division. It shall also be unlawful for any person to damage, destroy, move or otherwise tamper with a trap placed by the Animal Services Division on private or public property.
5. It shall be unlawful for any person to refuse to surrender any stray animal to the Animal Services Division upon demand, pursuant to § 91.008.

§ 91.006 RELATION TO HUNTING LAWS.

Nothing contained in this chapter is intended to conflict with the laws of the state regulating, restricting, authorizing or otherwise affecting dogs used in hunting, provided the dogs are in the presence of the owner or some other competent person, and are lawfully being used for hunting or training and which are in compliance with applicable statutes, regulations or ordinances.

§ 91.007 INJURING, MOLESTING, TORMENTING ANIMALS; NOTICE REQUIRED.

It shall be unlawful for any person to intentionally injure, molest or torment any animal by running over, into, coming into contact with or chasing it with a vehicle. It shall be unlawful for any person to fail to immediately notify the owner of the animal, the Animal Services Division, or the police department if in

a municipality, or the Sheriff's Department if in the county when an animal has been injured by contact with any vehicle.

§ 91.008 KEEPING STRAY ANIMALS; NOTICE REQUIRED.

1. It shall be unlawful for any person in the county to harbor, feed, keep in possession by confinement or otherwise allow to remain on his or her property any animal which does not belong to such person, unless he or she has, within 72 hours from the time the animal came into his or her possession or onto his or her property, notified the Animal Services Division.
 - a. The Animal Service Division, after consultation with the person keeping the animal, and in the exercise of reasonable judgment consistent with the best interest of the animal, shall decide whether to impound the animal and transport it to the animal shelter or whether the person shall be allowed to keep the animal until the owner's identity has been determined.
 - b. The Animal Services Division shall notify the owner, if known, in writing or by telephone of the location and status of their animal. When the animal owner cannot be immediately identified, the Animal Services Division shall post on a bulletin board, prominently displayed at the animal shelter and on the county website, a notice including a description of the animal, the time, date and place of its first appearance, and the date the notice was posted. The bulletin board shall be in public view at all times and the webpage notice shall remain posted until the animal is recovered by the owner, adopted or euthanized pursuant to this Chapter.
 - c. If the owner, once notified by the Animal Services Division, does not claim his or her animal within five working days the person keeping the animal may adopt it according to adoption procedures for un-redeemed animals or the Animal Services Division may dispose of the animal pursuant to this Chapter.
 - d. It shall be unlawful for any person to refuse to surrender any such stray animal to the Animal Services Division upon demand.

§ 91.009 KEEPING OF NON-DOMESTIC ANIMALS PROHIBITED.

1. No person shall possess or harbor any non-domestic animal or animals except in conformity with the "Ordinance Regulating the Keeping of Wild or Vicious Animals within Chatham County."
(Document posted on the Chatham County website)
2. This section shall not apply to bona fide circuses, petting zoos and other similar commercial animal exhibitions of limited duration which are licensed or registered with the United States Department of Agriculture.

§ 91.010 INTERFERENCE WITH OWNED ANIMAL.

It shall be unlawful for any person to entice or lure any animal out of an enclosure or off the property of its owner, or to seize, molest or tease any animal while the animal is held or controlled by its owner or while the animal is on the property of its owner.

CRUELTY TO ANIMALS

§ 91.020 PURPOSE.

It is the purpose of this subchapter to supplement G.S. §§ 14-360, 14-363.2, and all other state laws regarding animals for which the Animal Services Division has enforcement authority pursuant to § 91.002 above.

§ 91.021 ABUSE, NEGLECT AND MISTREATMENT OF ANIMALS UNLAWFUL.

It shall be unlawful for any person to subject or cause to be subjected any animal to cruel treatment or to deprive or cause to be deprived any animal of adequate food and water, with respect to domesticated animals or wild animals in captivity or under restraint, it shall additionally be unlawful to deprive or cause to be deprived any such animal of adequate shelter or veterinary care. It shall be unlawful for any person to subject or cause to be subjected any animal to cruel treatment resulting from:

- a. Failure to provide adequate food and water
- b. Failure to provide appropriate shelter and protection from excessive heat, cold, and other weather conditions detrimental to the health and wellbeing of the animal.
- c. Failure to provide a humane, clean living environment
- d. Failure to provide necessary medical attention when the animal is or has been suffering from illness, injury, disease, excessive parasitism or malformed/overgrown hoof.

The following acts or failures to act are unlawful and violations of this Ordinance:

1. Abusing or neglecting, as defined in this Ordinance, any animal.
2. Selling or offering for sale, bartering or giving away within the County baby chickens, baby ducklings, or other fowl under six weeks of age or rabbits under eight weeks of age as pets, toys, premiums or novelties; provided, however, that this section shall not be construed to prohibit the sale or display of such baby chickens, ducklings, or other fowl or such rabbits in proper facilities with adequate food, water, and shelter, by breeders or stores engaged in the business of selling the animals for purposes other than as pets or novelties.

3. Coloring, dyeing, staining or otherwise changing the natural color of baby chickens or other fowl or rabbits.
4. Possessing any paraphernalia related to dog, cock or other animal fighting, with the intent that the paraphernalia be used to train or feature in an exhibition the baiting of dog, cock, or other animal or the fighting of a dog, cock, or other animal with another dog, cock, or other animal.
5. Committing any of the acts made unlawful under the provisions of North Carolina General Statutes §§ 14-360 and 14-362, as the same relate to a dog or dogs, or to commit any other act made unlawful by any other law of the State of North Carolina relating to animal fighting or animal baiting. The repeal of such law or laws of the State of North Carolina shall have no effect upon this Section, and the acts herein made unlawful shall, in the event of such repeal, be those referred to in said law or laws immediately prior to such repeal.
6. It shall be unlawful for any person to confine an animal in a vehicle under conditions that are likely to cause suffering, injury, or death to the animal due to heat, cold, lack of adequate ventilation, or under other endangering conditions.
7. It shall be unlawful for any owner or keeper to abandon or forsake any animal within the County.
8. The following acts are unlawful and violations of the Ordinance for confinement of dogs or cats on tethers. The term "tether" is defined herein.
 - a. Tethering a dog or cat who is less than four months of age.
 - b. Tethering more than one dog or cat to a single tether.
 - c. Tethering a dog or cat to anything other than a collar or body harness. Under no circumstances shall the tether itself be placed directly around the dog or cat's neck.
 - d. Tethering a dog or cat to anything other than an approved tethering collar, as defined herein.
 - e. Tethering a dog or cat in a manner in which the weight of the tethering device and the collar combined exceeds ten percent of the dog's body weight, except when deemed necessary.
 - f. Tethering a dog or cat in such a manner that prevents access to adequate food, adequate water, and adequate shelter, as defined herein.
 - g. Pulley systems, running lines or trolley systems used shall be at least fifteen feet in length and no more than seven feet above the ground.

9. The following acts are unlawful and violations of the Ordinance for confinement of dogs or cats in outdoor enclosures.

- a. Not providing an animal with adequate space, suitable for the size, age, and activity level of the dog.
- b. To house an animal in such a manner that prevents access to adequate food, adequate water, and adequate shelter.
- c. Allowing animals to be kept in crowded conditions.

NUISANCE

§ 91.035 UNLAWFUL TO MAINTAIN A PUBLIC NUISANCE.

It shall be unlawful for any owner to allow his or her animal or animals to create a public nuisance, or to maintain a public nuisance created by his or her animal or animals.

§ 91.036 ANIMALS RUNNING AT LARGE PROHIBITED.

1. It shall be unlawful for any owner or keeper of an animal(s), to allow it to run at large off its owner's or keeper's property.
2. Upon an Animal Services Officer's observation of a dog/cat running at large, or off premises of its owner and not under the physical restraint of a competent person, the officer may at his/her discretion, impound the dog/cat.
3. Upon an Animal Services Officer's receipt of a complaint that a dog/cat is running at large or is off the premises of its owner and not under the physical restraint of a competent person, the officer shall investigate the complaint and upon finding that there is probable cause that a violation has occurred, the officer may issue a citation or a warning or take any other action contained in this chapter or any state law as the circumstances may require.
4. Animals which, in addition to running at large, create a nuisance shall constitute a separate and additional violation.

§ 91.037 INVESTIGATION AND COMPLIANCE.

1. When an Animal Services Officer, law enforcement officer or person duly authorized by the Health Director observes an animal or animals creating a public nuisance the owner will be notified of the violation and ordered to abate the nuisance immediately.

2. Upon receipt of an oral or written complaint from any person or persons, that any other person's animal(s) is creating a public nuisance, the Animal Services Division shall notify the animal owner that a complaint has been received and shall investigate and prepare a written report of the investigation. If the Animal Services Division determines that a public nuisance exists, the Animal Services Division shall notify the owner of the animal or animals in question, and order immediate abatement of the nuisance.

§ 91.039 FAILURE TO ABATE.

It shall be unlawful for any person to fail or refuse to abate the nuisance as required by this chapter. Each day that the nuisance continues shall constitute a separate violation pursuant to § 91.9499. Further, a public nuisance, as defined in § 91.001 shall be subject to the penalties provided by this ordinance.

RABIES CONTROL

§ 91.050 RABIES CONTROL.

It shall be unlawful and a violation of this Ordinance for any animal Owner or other person to fail to comply with the laws of North Carolina relating to the control of rabies.

§ 91.051 BITES.

1. Bites inflicted by animals upon human beings shall be reported immediately to the Animal Services Division. Physicians treating bite wounds shall report the bite to the Animal Services Division immediately. The Animal Services Division will notify the health director or his/her designee immediately of the reported bite.
2. Every dog, cat, or ferret that bites a human being and does not have a valid rabies vaccination shall be delivered to the animal shelter or to a licensed veterinary hospital, at the choice of the owner, where the animal shall be confined for observation for not less than ten (10) days from the day of the bite. The owner shall be responsible for the cost of such confinement.
3. Every dog, cat, or ferret that bites a human being and has a valid rabies vaccination shall be delivered to the Animal shelter or to a licensed veterinary hospital, where the animal shall be confined for observation for not less than ten (10) days. The owner shall be responsible for the cost of such confinement. An Animal Services Officer may, under authority designated by the local Health Director, permit the animal to be confined on the premises of the owner only when, after personal inspection, it is determined there is a suitable secure enclosure on the premises and that other circumstances warrant such action.

4. In the case of stray animals whose ownership is not known, the supervised confinement required by this section shall be at the Animal shelter unless an interested party pays to board at a veterinarian's office.
5. If rabies does not develop within ten (10) days after an animal is confined under this section, the animal may be released from confinement with the written permission of the Animal Services Officer. If the animal has been confined in the county Animal shelter, the owner shall pay a fee as set by the Chatham County Board of Commissioners for each day of confinement to defray the cost of feeding upon reclaiming the animal.
6. Every hybrid dog or hybrid cat that bites a human being shall be delivered to the Animal Services shelter or to a licensed veterinary hospital, at the choice of the owner, where the animal shall be humanely euthanized and its head sent to the State Laboratory of Public Health for rabies testing.
7. Every primate that bites a person shall be delivered to a properly licensed veterinarian for medical evaluation as judged appropriate by the veterinarian. The animal will be evaluated and held at the owner's expense until such time as a bite investigation is completed by Animal Services. Primates inflicting a bite on a human will be considered dangerous and will be subject to the provisions of set forth in § 91.090 "Supplemental to State Dangerous Dog Laws".
8. Animals bitten by rabid animals. Any currently vaccinated animal known or reasonably suspected to have been bitten by another animal which is known or reasonably suspected of having rabies shall be revaccinated within five (5) days of the exposure and quarantined at residence of owner for a period of 45 days. All other animals without proof of current rabies vaccinations will be given the option of quarantine at a facility approved by the local health director for six (6) months or immediate euthanasia at the Animal shelter. If the animal develops rabies as determined by a licensed veterinarian, it shall be the duty of the owner to have such animal euthanized and properly disposed of, subject to the provisions of G.S. § 130A-197, providing for the euthanasia of rabid animals and the laboratory examination of the heads of such animals.

§ 91.052 POST MORTEM DIAGNOSIS.

1. If an animal dies while under observation for rabies, the head of the animal shall be submitted to the Animal Services Division for shipment to the Laboratory Section of the State Department of Health, and Human Services for rabies diagnosis.
2. The carcass of any animal suspected of dying of rabies and which has caused an exposure or potential exposure of rabies to a human or animal shall be surrendered to the Animal Services Division. The head of the animal shall be shipped to the Laboratory Section of the State Department of Health and Human Services for rabies diagnosis.

§ 91.053 FAILURE TO SURRENDER ANIMAL FOR CONFINEMENT OR DESTRUCTION.

It shall be unlawful for any person to fail or refuse to surrender any animal for confinement or destruction as required by state law and this chapter.

IMPOUNDMENT, REDEMPTION AND ADOPTION

§ 91.070 IMPOUNDMENT GENERALLY.

1. Any animal which appears to be lost, stray or abandoned, or not wearing a currently valid registration tag or a currently valid rabies vaccination tag, as required by state law or this chapter, or not under restraint in violation of this chapter, may be seized, impounded and confined in a humane manner in the animal shelter.
2. Impoundment of such an animal shall not relieve the owner from any penalty which may be imposed for violation of this chapter.
3. The Health Director shall have the authority to waive the holding period on a case by case basis in instances of extreme overpopulation at the animal shelter but in no case will an animal be held for less than the 72-hour period required by G.S. § 130A-192.

§ 91.071 NOTICE TO OWNER.

Upon impounding an animal the Animal Services Division shall post a notice of the impoundment at the animal shelter and on the county website during the holding period or until the animal is redeemed by the owner. Impounded animals may be offered for adoption or euthanized after the required holding period. Nothing in this provision shall prohibit the Animal Services Division from extending the holding period for any animal beyond the required minimum if, in the opinion of the Animal Services Director, there is a likelihood of locating the animal owner and/or the animal is considered adoptable and there is adequate capacity at the animal shelter. Reasonable effort shall be made to identify the owner of the requirements for redeeming the animal. Notice of an impoundment may be provided to the owner by telephone, email or by letter mailed by regular mail when the owner's identity and address are known. The Animal Services Control Division shall exercise due diligence in attempting to locate the animal owner. Upon impoundment each animal shall be assigned an impoundment identification number and a release date. The impoundment identification number and release date shall be posted on the animal's cage or kennel. Any information about the animal, including the time, date and place the Animal Services Control Division took custody of the animal and the time and date of posting the notice of impoundment, shall be available at the animal shelter by reference to the impoundment identification number.

§ 91.072 REDEMPTION BY OWNER.

4. The owner of an animal impounded under this chapter, except those animals suspected of having been exposed to rabies, upon proof of ownership, may redeem an impounded animal. All applicable fees, expenses, and penalties shall be paid as a condition of redemption. Failure to redeem an animal shall not relieve the animal's owner from paying all applicable fees and penalties.
2. No animal owner may be permitted to adopt his or her own animal under the provisions of this chapter. The owner must comply with the provisions of this chapter in order to redeem an animal that has been impounded pursuant to state law or this chapter.
3. The provisions of this section shall have no application with respect to animals surrendered by the owner to the Animal Services Division for immediate adoption or euthanasia as provided for in § 91.074.

§ 91.073 EUTHANASIA OR ADOPTION OF UNREDEEMED ANIMAL.

1. Animals not redeemed by their owner within the holding period after notice of impoundment by the Animal Services Division (where the owner has been identified) or within the holding period upon posting of an impoundment notice as required by this Chapter (where the owner cannot be identified) may be offered for adoption, transferred to an approved animal welfare or animal rescue group, or euthanized by the Animal Services Division. Nothing in this provision shall prohibit the Animal Services Division from extending the holding period for any animal beyond the required minimum if, in the opinion of the Animal Services Director, there is a likelihood of locating the animal owner and/or the animal is considered adoptable and there is adequate capacity at the animal shelter. Animals shall not be offered for adoption to an animal dealer who acquires animals for resale. Persons adopting animals from the animal shelter shall agree in writing to comply with all local ordinances and state laws regarding animals. The county will not knowingly release for adoption any animal which is known to have previously bitten a person or is aggressive, or has been deemed potentially dangerous or dangerous. Adoption and adoption related fees may be waived at the discretion of the Health Director for rescue or animal welfare groups approved by the Health Director. Placement of animals with approved groups will be determined on a case-by-case basis.
2. No animal which has been impounded by reason of its being stray or unclaimed by its owner shall be adopted from the animal shelter during a period of emergency rabies quarantine invoked pursuant to state law, except by special authorization of the Health Director.

§ 91.074 OWNER SURRENDERED ANIMALS.

1. Any animal surrendered by its owner to the Animal Services Control Division may be immediately placed for adoption or humanely euthanized by the Animal Services Control Division when:
 - a. The owner directs in writing that the animal be placed for adoption or humanely euthanized; and;

- b. The owner attests in writing that he or she is the legal owner of the animal and that the animal has not bitten a person within the past ten days. A person tendering the animal to the animal shelter may also be required to provide additional proof of ownership or documentation from the owner that they are acting on the owner's behalf and;
 - c. The owner agrees indemnify and hold the county harmless from any losses or damages sustained, including attorneys' fees, by reason of euthanasia or placement for adoption of the animal; or
2. Upon compliance with (1)(a-c) above, the Animal Services Division may place the animal for adoption, transfer it to an approved animal welfare or animal rescue group, or euthanize the animal in a humane manner. The waiting periods provided in §§ 91.071 and 91.072 above shall not apply to immediate adoption or euthanasia as provided for in this section.

§ 91.075 RABIES VACCINATION REQUIRED FOR REDEMPTION OR ADOPTION OF UNVACCINATED DOGS OR CATS.

1. Unless written proof of a current rabies vaccination can be furnished, or the dog or cat is vaccinated at the animal shelter, every person adopting or redeeming a dog or cat from the animal shelter will be required to have it vaccinated for rabies before leaving the Animal Shelter or a licensed veterinarian conducting the spay /neuter. The time limit to obtain the rabies vaccination for puppies and kittens less than four months of age will vary and will be determined by the Animal Services Division.
2. The proof of rabies vaccination notice will be completed by the veterinarian and returned to the Animal Services Division within the time stated in the notice.
3. Payment for rabies vaccination provided for in this section will be the responsibility of the person redeeming or adopting the animal.
4. Failure to vaccinate for rabies redeemed or adopted cats and dogs is a violation of this Chapter.

§ 91.076 ADOPTIONS; ADDITIONAL REQUIREMENTS.

1. In addition to the requirements found elsewhere in this chapter, any person wishing to adopt an animal under this chapter, shall agree to hold the county harmless from any and all claims related to the adoption, and shall:
 - a. Pay all fees and charges due on the animal. Charges may include, but not be limited to, boarding and spay or neutering costs.
 - b. Sign all required adoption documents which shall include an adoption agreement with the following provisions:
 - (1) That the person adopting the animal will not sell the animal;

- (2) That if the new owner no longer wants or cannot adequately care for the animal he or she will return the animal to the animal shelter; and
 - (3) That he or she agrees to maintain the animal in accordance with the provisions included in this Chapter.
2. All animals adopted from Chatham County Animal Services must be sterilized prior to adopter taking custody of animal unless prior approval from the Animal Shelter Manager or Animal Services Director.
 3. An adopted animal may be exempt from this provision if the owner furnishes a statement from a licensed veterinarian that the animal, due to health reasons, could not withstand spay/neuter surgery.

§ 91.077 ADOPTION EXEMPTIONS.

1. The Animal Service Division shall not adopt animals to persons less than 18 years of age.
2. The Animal Service Division may refuse, at the discretion of the Animal Services Director, to adopt animals to persons or organizations cited or charged for violations of this Ordinance or state law or where there exists reasonable suspicion of abuse, neglect or mistreatment of animals.
3. Animal Services may refuse adoption to persons who have surrendered animals to the animal shelter within the past 12 months.
4. Animal welfare and adoption organizations shall provide evidence that all required veterinarian and related services will be provided to the animals, and that all necessary permits and licenses have been obtained prior to being approved for fostering or adoption of animals from the Animal Services Division. Approved animal welfare and adoption organizations are responsible for all applicable fees and related costs associated with the animals being fostered or adopted.
5. The Animal Services Division shall not offer for adoption dogs or other animals that have been deemed dangerous/ potentially dangerous/vicious.

§ 91.078 INJURED, DISEASED OR UNWEANED ANIMALS.

Notwithstanding any other provision of this chapter, any animal seized and impounded which is badly injured, diseased (not a rabies suspect), or unweaned and has no identification shall be euthanized immediately in a humane manner, provided, however, that otherwise healthy unweaned animals may be released to animal welfare or animal rescue groups approved by the Health Director on a case by case basis. If the animal has identification, the Animal Services Division shall attempt to notify the owner before euthanizing the animal. If an animal is suffering and the owner cannot be reached, after a

reasonable attempt has been made to contact him or her, the Health Department may destroy the animal at its discretion in a humane manner.

§ 91.079 ANIMALS WHICH CANNOT BE SEIZED BY REASONABLE MEANS.

Notwithstanding any other provision of this chapter, an animal, that cannot be safely seized by leash restraint, catch pole restraint, humane trap or chemical immobilization without placing unreasonable risks to the public or Animal Services Officers, may be humanely destroyed by order of the Health Director or his/her designees.

§ 91.080 SECURITY FOR COSTS.

1. Disposition. Excluding animals under quarantine pursuant to the provisions of §§ 91.050 through 91.053 and §§ 91.070 through 91.080, any animal seized pursuant to the provisions of this chapter or under any state law, may be humanely euthanized or offered for adoption pursuant to the terms of this chapter at the discretion of the Animal Services Division after the holding period unless the animal's owner provides a security bond or cash in accordance with division (2) below.
2. Bond. Any person claiming an ownership interest in any animal confined pursuant to this chapter or under any state law, excluding §§ 91.050 through 91.053 and §§ 91.070 through 91.080, may prevent the disposition of the animal after the holding period, by posting a security bond or cash with the Animal Services Division prior to the animal being adopted or euthanized in an amount sufficient to guarantee payment of all of the reasonable expenses expected to be incurred in caring and providing for the animal, including the estimated cost of medical care, for at least 30 days; however, the security shall not prevent the Animal Services Division from disposing of the animal at the end of the 30-day period covered by the posted bond/cash, unless the person claiming an ownership interest in the animal posts an additional security bond or cash with the Animal Services Division to secure payment of the animal's reasonable expenses for an additional 30-day period. The amount of the bond/cash shall be established by the Animal Services Division based on the current rate for board and on the condition of the animal after examination by a member of the Animal Services Division. Failure to timely post the security shall result in the animal being immediately forfeited to the Animal Services Division for disposition in accordance with § 91.073 above.
3. Notice. Excluding owner-surrendered animals, if the Animal Services Division takes custody of an animal pursuant to this chapter or state law, excluding §§ 91.050 through 91.053 and §§ 91.070 through 91.080, the division shall give notice of these provisions by posting a copy of them at the location where the animal was seized or by delivering it to a person residing on the property of the owner within 24 hours of the time the animal was seized.
4. Security forfeited upon failure to pay costs. If the fees, costs and penalties owed for the animal are not paid in full by the end of each security period, the security already posted shall be forfeited to the county on the date and used to pay the remaining unpaid fees, costs and penalties owing for the animal. The animal's owner shall remain responsible for all remaining unpaid fees, costs and

penalties. Any security bond/cash remaining after the payment of all fees, costs and penalties shall be returned to the person who posted the bond/cash.

POTENTIALLY DANGEROUS AND DANGEROUS ANIMALS

§ 91.090 SUPPLEMENTAL TO STATE DANGEROUS DOG LAWS.

1. It is the purpose of this subchapter to supplement G.S. §§ 67-4.1 and 67-4.5 for the control of potentially dangerous and dangerous dogs or other animals.
2. Subject to appeal, an animal determined by the Health Director to be potentially dangerous or dangerous shall be considered and treated in all respects as dangerous.

§ 91.091 BITING OR ATTACKING ANIMALS.

1. It shall be unlawful for an animal, which has bitten or attacked a human or another animal to remain at large. An Animal Services Officer or member of the Animal Services Division, upon the issuance of a proper warrant, shall have the authority to enter upon private property, including entry into a dwelling unit or other similar building, provided the same is authorized by warrant, to impound an animal which has been observed to bite or attack, or which is reliably believed to have bitten or attacked, in violation of this section.

§ 91.092 PROTECTIVE MEASURES FOR CONFINEMENT OF POTENTIALLY DANGEROUS OR DANGEROUS DOGS OR OTHER ANIMALS.

It is the purpose of this section to provide guidelines for special protective measures for all dogs and other animals in the county deemed to be potentially dangerous or dangerous pursuant to this Ordinance and G.S. §§ 67-4.1 and 67-4.5, or when special protective measures are otherwise deemed necessary to protect the safety and welfare of the public and other animals.

1. The Animal Services Division shall have the authority to require the owner of a dog, or other animal, to comply with protective measures upon a declaration that the animal is potentially dangerous or dangerous or when special protective measures are otherwise deemed necessary to protect the safety and welfare of the public and other animals. Determination of the need for protective measures shall take the following into consideration:
 - a. Nature of the particular dog or other animal. The behavior, size, temperament, capacity for inflicting serious injury, the number of dogs or other animals, or other similar factors which would be relevant to a determination of whether or not additional protective measures need to be imposed for a particular situation;
 - b. Adequacy of confinement. The adequacy of any existing enclosures or confinements, if any; and

- c. Immediate surrounding area. The likelihood that the conditions and situations specific to a particular dog or other animal necessitate the animal's confinement in order to protect the safety, welfare, peace and tranquility of citizens in the immediate surrounding area.
2. Where the Animal Services Division has determined that circumstances require special protective measures, the Animal Services Division shall have the authority to require appropriate, specific protective measures which may include, but are not limited to, the specifications as provided below.
 - a. A fences of sufficient height, strength, and durability to contain the dog or animal on the owner's property at all times.
 - b. Pens or other enclosures of adequate space, size and durability for the particular dog or animal necessary to prevent escape.
 - c. Warning signs of sufficient size and legibility to be readily seen and understood by persons within proximity of where the dog or animal is contained.
 - d. Other measures as deemed necessary to adequately contain the dog or animal and prevent unintended contact with other persons or animals.
3. Upon determination that a dog or other animal is potentially dangerous, dangerous or a threat to the safety and welfare of the public and other animals, the Animal Services Division shall issue a written order to the owner, state the reasons that protective measures are required, identify the specific protective measures that must be implemented and state the designated time period for compliance with the written order. The owner of the dog or animal shall assure that the dog or animal remains in a secure enclosure and fully restrained at all times until all protective measures are in place. The Animal Services Division shall have the authority to exercise discretion for extensions of time if that is reasonable in view of the good-faith progress of the owner in implementing the protective measures.
4. A dog or other animal deemed potentially dangerous, dangerous or a threat to the safety and welfare of the public and other animals is allowed only in the following locations.
 - a. On the premises of the owner or keeper;
 - b. On private property, with the authorization of the owner of the property;
 - c. At a licensed veterinarian for treatment;
 - d. In a motor vehicle while being transported
5. A dog or other animal deemed potentially dangerous, dangerous or a threat to the safety and welfare of the public and other animals must be muzzled, leashed and held by a competent person capable of restraining the animal when not inside a secure enclosure or contained within special protective measures.
6. The Animal Services Division shall have the authority to require the owner to procure, and provide proof of, liability insurance in the amount of at least \$100,000 at the owner's expense, and/or to have the dog tattooed, or micro-chipped, for identification, investigative or enforcement purposes.

7. The owner of a dog or animal under special protective measures shall immediately notify the Animal Services Division if the dog or animal escapes the secure enclosure or the special protective measures or is to be moved to a different location. The Animal Services Division must approve relocation of the animal and reissue special protective measures specific to the new location. The animal owner, if approved, shall receive a written copy of re-issued protective measures.
8. Animal Services Division shall have the authority to immediately impound a dog or animal deemed potentially dangerous, dangerous or a threat to the safety and welfare of the public and other animals, for failure of the owner to comply with a special protective measures written order within the designated time or failure to confine the dog or animal in accordance with the special protective measures. The Animal Service Division may hold the animal until such time as the owner fully complies with the special protective measures, or the dog or animal is ordered released by the Animal Appeals Board or court of competent jurisdiction, is surrendered by the owner or ownership of the animal is awarded by the court to the Animal Services Division.
9. The penalty for failure to comply with a special protective measures written order shall be \$500 per day.
10. The owner of any dog, or other animal, seized pursuant to this provision or court order shall be responsible for payment of all applicable fees, fines or other costs associated with impoundment of the dog or animal.

§ 91.093 APPEALS FROM THE DETERMINATION OF POTENTIALLY DANGEROUS AND DANGEROUS DOG.

1. The Animal Appeals Board shall hear appeals from any determination that a dog or other animal is potentially dangerous, dangerous, or a threat to the safety and welfare of the public and other animals.
2. The Animal Appeals Board shall be composed of five members; a veterinarian, a representative of a law enforcement agency, a person with animal behavior, breeding or training experience and two members from the general public. The two general public members, veterinarian member and person with animal breeding, behavior or training experience shall be appointed by the Board of Health. The Health Director shall request appointment of a law enforcement representative from local law enforcement agencies on a rotating basis. The Board of Health shall determine terms of appointments and general operating procedures for the Animal Appeals Board.
3. The owner may appeal a determination by:
 - a. Filing a written notice of appeal within (10) ten days of the determination (excluding holidays and weekends) on the Request for Appeal form provided by the Health Department Animal Services Division and;

4. The Animal Appeals Board shall schedule a hearing within 10 business days of receipt of the appeal and the hearing shall be held within 30 days of the determination. Decisions of the Animal Appeals Board shall be issued in writing within 10 days after hearing the appeal.
5. A person aggrieved by the decision of the Board may appeal to Superior Court of Chatham County within ten days of receipt of the Board's decision. The appeal shall be heard de novo before a Superior Court judge sitting in Chatham County.
6. All owners who have filed an appeal before the Animal Appeals board or Superior Court must comply with the provisions set forth in §91.092 PROTECTIVE MEASURES FOR CONFINEMENT OF POTENTIALLY DANGEROUS OR DANGEROUS DOGS OR OTHER ANIMALS during the appeal process.

§ 91.94 PENALTY.

1. Generally.

- a. The violation of any provision of this chapter shall be a Class 3 misdemeanor and any person convicted of the violation shall be punishable as provided in G.S. § 14-4. Each day's violation of this chapter shall be a separate offense. Payment of a fine imposed in criminal proceedings pursuant to this division does not relieve a person of his or her liability for registration or fees imposed under or pursuant to this chapter.
- b. In addition, enforcement of this chapter may be by appropriate equitable remedy, injunction or order of abatement issuing from a court of competent jurisdiction pursuant to G.S. § 153A-123(d) and (e), or any other applicable law.
- c. In addition to and not in lieu of the criminal penalties and other sanctions provided in this chapter, a violation of this chapter may also subject the offender to civil penalties.

(1) The civil penalties may be recovered by the county in a civil action in the nature of debt or may be collected in a debt setoff program as designated by the Health Director following the issuance of citation for the violation.

(2) The Health Director is authorized to accept the payment in full and final settlement of the claim or claims, right or rights of action, which the county may have to enforce the penalty by civil action in the nature of debt. Acceptance of the penalty shall be deemed a full and final release of any and all the claims, or rights of action arising out of the alleged violation or violations.

(3) The civil penalties for violation of this chapter shall be as set forth below. The penalty shall be paid within 14 days from and after the issuance of the citation referred to above.

- (4) The citation of violation referred to herein may be delivered to the person violating the provisions of this chapter in person may be mailed or posted to that person at his or her last known address.
- (5) All penalties paid to the Health Director as well as those recovered in a civil action in the nature of debt as herein provided shall be paid into the general fund of the county.

2. Fee schedule.

Subject/Code Section	Fee
Civil Penalty for Violation of this Chapter	
1 st Offense	\$100/Violation
2 nd Offense	\$200/Violation
3 rd Offense	\$300/Violation
Subsequent Offenses	\$500/Violation
Failure to Vaccinate for Rabies	\$100/Violation
Failure to Confine for Rabies Observation	\$100 per day of violation up to 10 days
Interference with Enforcement	\$250/Violation
Animal Cruelty	\$500/Violation

Adopted this the 18th day of September 2017.

James G. Crawford, Chairman
Chatham County Board of Commissioners

Attest:

Lindsay K. Ray, NCCCC, Clerk to the Board
Chatham County Board of Commissioners



Chatham County, NC

Text File

File Number: 17-2307

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and Consent Agenda

In Control: Sheriff's Office

File Type: Ordinance

Agenda Number:

Vote on a request to adopt Project Ordinance concerning body cameras for the Sheriff's Office. Approve the purchase of body cameras on GSA contract in the amount of \$74,417.44 from Watchguard. Approve trade in of in car camera microphones.

Action Requested: Vote on a request to adopt Project Ordinance concerning body cameras for the Sheriff's Office.

Introduction & Background: Currently the Chatham County Sheriff's Office (CCSO) is involved in use-of-force situations that are not all captured on video. Video documentation of the use of force allows the CCSO to review, document, and share with the public and other criminal justice partners. Patrol officers were involved in 58 documented use of force situations in 2015, 89 in 2014, 118 in 2013, and 102 in 2012. This gives an average over a four-year period of 92 use-of-force events. Each use of force event is an encounter that has the potential to escalate from simple hands on a suspect for arrest to using lethal force. The body camera will document use of force situations and will be instrumental in evaluating use-of-force situations. The captured video will be valuable in guiding policy updates, enforcing policy capturing evidence, and holding staff accountable in every use-of-force situation.

Approve trade in of twenty seven hi-fi in car camera microphones that will not be needed since body cameras and in car cameras work together. Watchguard will credit \$4,800.00 for returned microphones toward invoice total of \$79,401.00.

Discussion & Analysis: The Sheriff requests the purchase of a total of 147 cameras in FY 2018. Because the cameras must be replaced every three years, the County Manager recommends phasing in the purchase of body cameras with all patrol deputies to receive cameras in FY2018. The remainder of Sheriff sworn personnel will get cameras in FY 2019 and 20 cameras will be available in the detention center in FY 2020. The Sheriff requested a camera for all detention officers, but cameras can be rotated for shared use among shifts. Grant funds should be pursued to help offset the cost of the cameras.

Budgetary Impact: Funds are included in the Chatham County Sheriff's Office FY2017-18 budget. Cameras will have to be updated and replaced on a regular schedule and there will be annual support and maintenance costs.

Recommendation: Vote on a request to adopt Project Ordinance concerning body cameras for the Sheriff's Office. Approve the purchase of body cameras on GSA contract

in the amount of \$74,417.44 from Watchguard. Approve trade in of in car camera microphones.

Project Ordinance Concerning Body Camera Equipment

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

Section 1. The project authorized consists of the purchase of body cameras, servers, and media storage for the Sheriff's Office.

Section 2. The County Manager is hereby directed to proceed with the capital project with the authority to sign all contracts and change orders within the terms of the budget contained herein.

Section 3. The following amounts are appropriated for the project:

Equipment	<u>\$223,637</u>
	\$223,637

Section 4. The following revenue is anticipated to be available to complete this project:

Capital Reserve	\$151,519
Grant Funds	<u>72,118</u>
Total Revenue	\$223,637

Section 5. The County Manager is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

Section 6. Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board, and to the County Manager and Finance Officer for direction in carrying out this project.

ADOPTED, this 18th day of September 2017.

Jim Crawford, Chair
Chatham County Board of Commissioners

Lindsay Ray, Clerk to the Board
Chatham County

GSA QUOTE

Quote presented on behalf of:

Computech International (CTI)
525 Northern Blvd.
Great Neck, NY 11021
(516) 487-0101

Eli Ziv: eli@cti-intl.com

OEM Presented by
WatchGuard Video



415 Century Parkway, Allen, TX 75013
(972) 423-9777 Fax: (972) 423-9778
National Toll-Free 1-800-605-MPEG (6734)
www.watchguardvideo.com

GSA Contract Number: GS-35F-0186P	
Name:	Denise Tweton
Date:	Thursday, August 24, 2017

Bill To:		
Chatham County Sheriff's Department 295 West St, Pittsboro, NC, 27312-9471 Attn: Capt Chris Cooper		
Telephone Number	Fax Number	Email Address
		chris.cooper@chathamsheriff.com
Quote Presented By	Presenter Phone	Presenter Email
Margo McNeely	703-399-6512	MMcNeely@WatchGuardVideo.com

Ship To:		
Chatham County Sheriff's Department ... Attn: Capt Chris Cooper		
Telephone Number	Fax Number	Email Address
		chris.cooper@chathamsheriff.com
Estimated Ship Date	Ship Via	Payment Terms
30 days	UPS Ground	Net 30

Qty	GSA Part Number	Description	Unit Price	Ext Price
32	VIS-CHG-BS2-KIT	VISTA Charging Base R2 Kit, incl. Power and USB Cables	\$95.00	\$3,040.00

Comments:

This Quote is Valid for 90 days and for Listed Quantities Only.

Thank You for Your Interest in WatchGuard Video Products!

Subtotal	\$3,040.00
Shipping	\$0.00
Taxes	
Total	\$3,040.00

For GSA Contract Pricing, orders must be directed to CTI (ELI@cti-intl.com) North Carolina State Tax will apply at the time of the purchase

GSA QUOTE

Quote presented on behalf of:

OEM Presented by
WatchGuard Video



415 Century Parkway, Allen, TX 75013
(972) 423-9777 Fax: (972) 423-9778
National Toll-Free 1-800-605-MPEG (6734)
www.watchguardvideo.com

Computech International (CTI)
525 Northern Blvd.
Great Neck, NY 11021
(516) 487-0101

Eli Ziv: eli@cti-intl.com

GSA Contract Number: GS-35F-0186P	
Name:	Denise Tweton
Date:	Tuesday, August 22, 2017

Bill To:		
Chatham County Sheriff's Department 295 West St, Pittsboro, NC, 27312-9471 Attn: Capt Chris Cooper		
Telephone Number	Fax Number	Email Address
Quote Presented By	Presenter Phone	Presenter Email
Margo McNeely	703-399-6512	MMcNeely@WatchGuardVideo.com

Ship To:		
Chatham County Sheriff's Department Attn: Capt Chris Cooper		
Telephone Number	Fax Number	Email Address
Estimated Ship Date	Ship Via	Payment Terms
30 days	UPS Ground	Net 30

Qty	GSA Part Number	Description	Unit Price	Ext Price
1	HDW-4RE-SRV-201	Server, 4RE, 16 HDD, RAID 6, 3U, 16-35 Concurrent Cars, 5CAL, Gen 3	\$8,850.00	\$8,850.00
1	SVC-4RE-ONS-400	4RE System Setup, Configuration, Testing and Training (WG-TS)	\$2,500.00	\$1,887.44 *
1	KEY-EL4-SRV-001	Evidence Library 4 Web Server Site License Key	\$1,000.00	\$1,000.00
31	VIS-EXT-WIF-001	VISTA HD, WiFi Extended Wearable Camera	\$995.00	\$30,845.00
31	WAR-VIS-WIF-NOF	Warranty, VISTA WiFi, 3 Year No-Fault	\$450.00	\$13,950.00
12	HDW-4RE-HDD-6TB	Hard Drive, Server, 6TB, 6GB/s 7,200 RPM, 128MB, Enterprise, 4RE	\$425.00	\$5,100.00
31	VIS-CHG-WIF-KIT	VISTA HD, WiFi Charging Radio Base Kit, incl. Power and Cables	\$200.00	\$6,200.00
31	HDW-ETH-SWT-005	4RE, VISTA HD, WiFi, Smart PoE Switch	\$195.00	\$6,045.00
31	KEY-EL4-DEV-002	Evidence Library 4 Web VISTA Device License Key	\$150.00	\$4,650.00
1	ORD-TYP-NTE-EL4	Evidence Library 4 Web Order	Included	Included
31	VIS-MNT-KIT-001	VISTA HD, Locking Magnetic Chest Mount, Assembly (3mm posts)	Included	Included
31	SFW-MNT-EL4-001	Software Maintenance, Evidence Library, 1st Year (Months 1-12)	Included	Included
1	SFW-SQL-SRV-145	Software, SQL Server 2014 Std. w/5 CAL	Included	Included
1	SFW-WIN-SRV-125	Software, Windows Server 2012 EMB Std., R2 X64 Mulilang 5 CLT STD	Included	Included
31	SFW-EL4-CLD-BAS	Evidence Library 4 Web CLOUD-SHARE - Basic	Included	Included
31	WAR-VIS-CAM-1ST	Warranty, VISTA 1st Year (Months 1-12) Included	Included	Included
24	NOTE	NOTE	(\$200.00)	(\$4,800.00)

This Quote is Valid for 90 days and for Listed Quantities Only.

Comments:

Thank You for Your Interest in WatchGuard Video Products!

* Total Discount Applied to this Quote: \$612.56

VISTA WF with Back Office, New EL4.
For GSA Contract Pricing, the order must be directed to CTI (ELI@cti-intl.com) North Carolina State Tax will apply at the time of the purchase. -\$4,800.00- credit for HiFi Microphone Trade-in

Subtotal	\$73,727.44
Shipping	\$690.00
Taxes	
Total	\$74,417.44



Chatham County, NC

Text File

File Number: 17-2266

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Health Department

File Type: Resolution

Vote on a request to adopt a resolution proclaiming September 2017 as World Rabies Awareness Month

Action Requested: Vote on a request to accept proclaiming September 2017 as World Rabies Awareness Month

Introduction & Background: Rabies kills more than 59,000 people throughout the world-nearly 1 death every 9 minutes. An estimated 40,000 in the U.S. receive a series of post-exposure prophylaxis (PEP) shots after contact with a possibly rabid animal. The U.S. public health cost associated with rabies is estimated to be as high as \$500 million annually.

Discussion & Analysis: The Centers for Disease Control and Prevention, Chatham County Veterinarians and Animal Services Division of the Chatham County Public Health Department have joined together to advocate the importance of rabies vaccination in pets and the proper post-exposure treatment.

Budgetary Impact: No Local Funding Requested

Recommendation: Vote on a request to accept proclaiming September 2017 as World Rabies Awareness Month.



Established 1771

CHATHAM COUNTY COMMISSIONERS

Jim Crawford, Chairman
Diana Hales, Vice Chair
Mike Dasher
Karen Howard
Walter Petty

COUNTY MANAGER

Renee Paschal

P. O. Box 1809, Pittsboro, NC 27312-1809 • Phone: (919) 542-8200

Resolution of the Chatham County Board of Commissioners

PROCLAIMING SEPTEMBER 2017 AS WORLD RABIES AWARENESS MONTH

WHEREAS, while rabies is a 100% preventable disease, it kills more than 59,000 people throughout the world-nearly 1 death every 9 minutes; and,

WHEREAS, every year, an estimated 40,000 people in the U.S. receive a series of shots known as post-exposure prophylaxis (PEP) after contact with a possibly rabid animal; and,

WHEREAS, the U.S. public health cost associated with rabies is estimated to be as high as \$500 million annually; and,

WHEREAS, all dogs, cats and ferrets four months of age or older are required by law to have a current rabies virus vaccination which keeps families safe from rabies throughout the year; and,

WHEREAS, the Centers for Disease Control and Prevention, Chatham County Veterinarians, and the Animal Services Division of the Chatham County Public Health Department have joined together to advocate the importance of rabies vaccination in pets and the proper post-exposure treatment.

NOW, THEREFORE, WE, THE CHATHAM COUNTY BOARD OF COMMISSIONERS do hereby proclaim September 2017 as **“WORLD RABIES AWARENESS MONTH”** in Chatham County, and call upon all citizens, community agencies, elected leaders and businesses to increase their participation in our efforts to support Rabies Awareness.

Adopted, this the ____ day of _____.

James Crawford, Chairman
Chatham County Board of Commissioners

ATTEST:

Lindsay K. Ray, Clerk to the Board
Chatham County Board of Commissioners



Chatham County, NC

Text File

File Number: 17-2320

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Tax Office Assessor

File Type: Agenda Item

Vote on a request to approve Tax Releases and Refunds

Action Requested: Vote to approve Tax Releases and Refunds.

Introduction & Background: The attached list of taxpayers, have requested a release or refund of their tax bills.

Discussion & Analysis: In accordance with G.S. 105-381, the attached list of taxpayers, have requested a release or refund of their tax bills.

Recommendation: Vote to approve Tax Releases and Refunds.

USER AMY DEPOSIT DATES 8/01/2017 THROUGH 8/31/2017
 SKIP NEGATIVE ABATEMENTS OMIT ABATE CODES ERROR BOER CHGOF PTC

TAX YEAR	TAXPAYER NAME	DEPOSIT DATE	RECEIPT	DIST	REAL	PERSONAL	M VEH	MV FEE	S WASTE	REASON	ABTCD
2007	REED LAURA L	8/22/2017	1219007	107		139.81				IL / NEVER HAD B MVDOS	
	** YEAR TOTALS **					139.81					
2008	REED LAURA L	8/22/2017	1377732	107		68.40				IL/NEVER HAD BOA MVDOS	
2008	THOMPSON BUDDY RAY SR	8/15/2017	1358923	101		3.93				SOLD IN 2007 / H PPSLD	
	** YEAR TOTALS **					72.33					
2009	REED LAURA L	8/22/2017	1468719	107		56.55				IL/NEVER HAD BOA MVDOS	
2009	THOMPSON BUDDY RAY SR	8/15/2017	1485913	101		3.62				SOLD IN 2007/HAR PPSLD	
	** YEAR TOTALS **					60.17					
2010	REED LAURA L	8/22/2017	1591980	107		52.75				IL/NEVER HAD BOA MVDOS	
2010	THOMPSON BUDDY RAY SR	8/15/2017	1611445	101		3.48				SOLD IN 2007 / H PPSLD	
	** YEAR TOTALS **					56.23					
2011	REED LAURA L	8/22/2017	1783949	107		47.44				IL/NEVER HAD BOA MVDOS	
2011	THOMPSON BUDDY RAY SR	8/15/2017	1806130	101		3.48				SOLD IN 2007 / H PPSLD	
	** YEAR TOTALS **					50.92					
2012	REED LAURA L	8/22/2017	1907904	107		44.04				IL/NEVER HAD BOA MVDOS	
2012	THOMPSON BUDDY RAY SR	8/15/2017	1932194	101		3.48				SOLD IN 2007/HAR PPSLD	
	** YEAR TOTALS **					47.52					
2013	CAMBRIDGE COMMUNICATIONS GROUP	8/28/2017	2071780	107		2.93				DISSOLVED IN 201 PPSLD	
2013	CAMBRIDGE COMMUNICATIONS GROUP	8/28/2017	2071781	107		2.19				DISSOLVED 2010 P PPSLD	
2013	NUNNERY RICKY	8/21/2017	2060332	104		151.55				LEE CO OCNTY	
2013	REED LAURA L	8/22/2017	2043792	107		39.64				IL/NEVER HAD BOA MVDOS	
2013	THOMPSON BUDDY RAY SR	8/15/2017	2070628	101		3.48				SOLD IN 2007/HAR PPSLD	
	** YEAR TOTALS **					199.79					
2014	CAMBRIDGE COMMUNICATIONS GROUP	8/28/2017	2154972	107		2.93				DISSOLVED 2010 P PPSLD	
2014	CAMBRIDGE COMMUNICATIONS GROUP	8/28/2017	2154973	107		1.09				DISSOLVED IN 201 PPSLD	
2014	NUNNERY RICKY	8/21/2017	2140679	104		151.55				LEE CO OCNTY	
2014	REED LAURA L	8/22/2017	2125125	107		35.68				IL/NEVER HAD BOA MVDOS	
2014	THOMPSON BUDDY RAY SR	8/15/2017	2153848	101		3.21				SOLD IN 2007 / H PPSLD	
	** YEAR TOTALS **					194.46					
2015	BEEDLE RICHARD C	8/01/2017	2193865	107		9.57				RENTAL SOLD PPSLD	
2015	CAMBRIDGE COMMUNICATIONS GROUP	8/28/2017	2219424	107		2.99				DISSOLVED IN 201 PPSLD	
2015	CAMBRIDGE COMMUNICATIONS GROUP	8/28/2017	2219425	107		1.11				DISSOLVED IN 201 PPSLD	
2015	GREER THOMAS H III	8/14/2017	2209148	107		2.18				RELEASED TO ORAN OCNTY	
2015	NUNNERY RICKY	8/21/2017	2202123	104		151.55				LEE CO OCNTY	
2015	REED LAURA L	8/22/2017	2187313	107		32.77				IL/NEVER HAD BOA MVDOS	

USER AMY DEPOSIT DATES 8/01/2017 THROUGH 8/31/2017
 TAX SKIP NEGATIVE ABATEMENTS OMIT ABATE CODES ERROR BOER CHGOF PTC

DEPOSIT
 YEAR TAXPAYER NAME DATE RECEIPT DIST REAL PERSONAL M VEH MV FEE S WASTE REASON ABTCD

2015 THOMPSON BUDDY RAY SR 8/15/2017 2218325 101 2.89 SOLD IN 2007 / H PPSLD

** YEAR TOTALS ** 203.06

2016 BEEDLE RICHARD C 8/01/2017 2256327 107 9.74 RENTAL PROP SOLD PPSLD

2016 BROOKS WALTER ROBERT 8/04/2017 2280541 124 125.00 REMOVE FEE PER D SWFEE

2016 CAMBRIDGE COMMUNICATIONS GROUP 8/28/2017 2284146 107 3.05 DISSOLVED IN 201 PPSLD

2016 CAMBRIDGE COMMUNICATIONS GROUP 8/28/2017 2284147 107 1.13 DISSOLVED IN 201 PPSLD

2016 GREER THOMAS H III 8/14/2017 2271861 107 2.43 RELEASED TO ORAN OCNTY

2016 NUNNERY RICKY 8/21/2017 2264136 104 156.29 LEE CO OCNTY

2016 REED LAURA L 8/22/2017 2249971 107 29.99 IL/NEVER HAD BOA MVDOS

2016 THOMPSON BUDDY RAY SR 8/15/2017 2283055 101 2.63 SOLD IN 2007 / H PPSLD

** YEAR TOTALS ** 205.26 125.00

2017 CENTRAL FEEDS INC 8/22/2017 2289334 202 1024.29 CORRECT PER APPE BPAUD

2017 CENTRAL FEEDS INC 8/22/2017 2289333 202 955.96 CORRECT PER APPE BPAUD

2017 RIVES FOSTER 8/10/2017 2352367 104 1660.41 MAPPING ERROR LUERR

2017 CENTRAL FEEDS INC 8/22/2017 2289332 202 912.52 CORRECT PER APPE BPAUD

2017 RIVES FOSTER 8/10/2017 2352368 104 1660.41 MAPPING ERROR LUERR

2017 CENTRAL FEEDS INC 8/22/2017 2289331 202 488.40 CORRECT PER APPE BPAUD

2017 RIVES FOSTER 8/10/2017 2352369 104 1674.06 MAPPING ERROR LUERR

2017 CENTRAL FEEDS INC 8/22/2017 2289330 202 1108.43 CORRECT PER APPE BPAUD

2017 RIVES FOSTER 8/10/2017 2352370 104 1726.29 MAPPING ERROR LUERR

2017 AIR METHODS CORPORATION 8/16/2017 2323576 202 16280.86 CORRECTED VALUE PPVAL

2017 AMES TERRY D 8/22/2017 2311470 107 30.32 FL / BOAT SOLD/ MVDOS

2017 ASHLEY ROSE MARIE 8/15/2017 2340682 109 125.00 REMOVE SWFEE PER SWFEE

2017 ASHLEY ROSE MARIE JOHNSON 8/15/2017 2316146 109 125.00 REMOVE FEE PER W SWFEE

2017 AZIN KAZEM M 8/15/2017 2315755 107 329.32 CORRECT VALUE PE WVAL

2017 BEEDLE RICHARD C 8/01/2017 2319194 107 9.66 RENTAL PROP SOLD PPSLD

2017 BOUDREAU EUGENE F 8/15/2017 2335133 108 MH ON PARCEL PER SWFEE

2017 BRUSO TIMOTHY EDWARD 8/23/2017 2335137 107 50.96 VALUE PER VESSEL PPVAL

2017 CAMBRIDGE COMMUNICATIONS GROUP 8/28/2017 2349362 107 3.03 DISSOLVED IN 201 PPSLD

2017 CAMBRIDGE COMMUNICATIONS GROUP 8/28/2017 2349363 107 1.12 DISSOLVED IN 201 PPSLD

2017 CENTRAL CABLE CO 8/16/2017 2309578 101 3.59 SOLD PER DMV PPSLD

2017 COMPREHEND SYSTEMS INC 8/10/2017 2333117 109 1.90 BUSINESS CLOSED PPSLD

2017 DUNPHY-HILBORN LLC 8/22/2017 2321834 107 .61 CEASED OPERATION PPSLD

2017 DUNPHY-HILBORN LLC 8/22/2017 2321835 107 1.18 CEASE OPERATIN I PPSLD

2017 GAINES ETHEL D 8/23/2017 2298263 113 582.94 FAILED TO ROLL 1 LUERR

2017 GEVI ENTERPRISES INC 8/25/2017 2335593 202 395.61 SOLD TO ACCT 136 PPSLD

2017 GREER THOMAS H III 8/14/2017 2333759 107 4.03 RELEASED TO ORAN OCNTY

2017 GUNTER AUTOMOTIVE 8/10/2017 2333420 105 136.90 CORRECT PER AUDI PPVAL

2017 HART NORMA C 8/21/2017 2290261 124 94.97 MOBILE HOME REMO SWFEE

2017 JOHNSON BRADLEY 8/24/2017 2312010 201 9.69 LISTED IN MONTGO OCNTY

2017 JOHNSON MARY HAZEL C L ESTATE 8/15/2017 2304267 103 125.00 REMOVE SWFEE PER SWFEE

2017 K FARMS INC 8/11/2017 2335837 109 389.45 COUNTY LINE-PUV. LUERR

2017 LANGLOIS JOHN M 8/23/2017 2303803 107 34.00 WASTE MGMNT P HA SWFEE

2017 LINDLEY JEREMY L 8/17/2017 2326464 106 16.55 91.00 1 SW / NO FP PER SWFEE

2017 MASIER DARREN J 8/02/2017 2297002 107 24.37 MOVED IN 2016 MVDOS

2017 MCMAHAN PAUL SPENCE 8/09/2017 2336869 107 12.44 PUV STATUS ERROR LUERR

2017 MITCHELL WARREN D 8/31/2017 2301476 106 49.61 ACCT 1349826 DBLST

SKIP NEGATIVE ABATEMENTS

OMIT ABATE CODES ERROR BOER CHGOF PTC

TAX DEPOSIT
 YEAR TAXPAYER NAME DATE RECEIPT DIST REAL PERSONAL M VEH MV FEE S WASTE REASON ABTCD

2017	MIZE KATIE ANN LIFE ESTATE	8/04/2017	2352429	110						250.00	1 FEE PER D GAIN	SWFEE
2017	NUNNERY RICKY	8/21/2017	2326586	104		151.81					LEE CO	OCNTY
2017	OZIMEK MICHAEL LEONARD	8/08/2017	2339840	107		146.84					MOORE CO	OCNTY
2017	PAH VETERINARY, PLLC	8/08/2017	2313064	201		179.42					AMENDED RETURN	PPVAL
2017	PAH VETERINARY, PLLC	8/08/2017	2313065	201		1.93					AMENDED RETURN	PPVAL
2017	PAH VETERINARY, PLLC	8/08/2017	2313066	201		850.98					AMENDED RETURN	PPVAL
2017	PAH VETERINARY, PLLC	8/08/2017	2313067	201		.03					AMENDED RETURN	PPVAL
2017	PARULSKI JOSEPH DENNIS	8/02/2017	2339521	107		3.66					DARE CO/BEACH HO	OCNTY
2017	QUINLAN CHARLES HALL	8/23/2017	2294231	108		51.87					LOCATED IN CARTE	OCNTY
2017	REED LAURA L	8/22/2017	2313249	107		26.79					IL/NEVER HAD BAO	MVDOS
2017	RICHARDSON HENRY ETUX CORENE T	8/24/2017	2330605	106						125.00	REMOVE FEE PER W	SWFEE
2017	RIPPERTON CHERYL A	8/24/2017	2349411	107		59.13					SOLD PER LISTING	PPSLD
2017	RODRIGUEZ JENNIFER PAOLA	8/31/2017	2316386	201		7.71					PP STOLEN PER DM	VHSTL
2017	ROUTH JOHN L	8/11/2017	2343023	103	2433.90					250.00	SHOULD BE IN PUV	LUERR
2017	SCOTT JAMES STEVEN	8/02/2017	2330544	203		5.38					RELEASED TO DURH	OCNTY
2017	SENYSHYN JAN	8/16/2017	2300713	107		4.03					CANADA IN 2016	MVDOS
2017	SMITH MANZIE LEE	8/14/2017	2343437	107		347.28					IMPROV VALUE INC	WVAL
2017	STANSELL DALE	8/28/2017	2319770	105		101.29					ERROR IN ACREAGE	WVAL
2017	STATE EMPLOYEES CREDIT UNION	8/11/2017	2306919	202					76.14		VALUE CORRECTION	PPVAL
2017	STEPHENS NELDA LEE	8/07/2017	2338206	109		933.82					ALA CTY LINE SPL	LUERR
2017	STOKES THOMAS ANGIER III	8/01/2017	2324789	107					124.17		RELEASED TO CART	OCNTY
2017	THOMAS EARL GRADING CO	8/09/2017	2343902	106		46.77					PD 6399 PER BOS	PPVAL
2017	THOMAS EARL GRADING CO	8/09/2017	2343903	106		70.67					PD 5828 PER BOS	PPVAL
2017	THOMPSON BUDDY RAY SR	8/15/2017	2348285	101		3.95					SOLD IN 2007 / H	PPSLD
2017	VARKEY ROLLO T	8/08/2017	2289724	109		197.83					BLDG SITE ERROR	LUERR
2017	WARD WILLIAM E	8/08/2017	2330822	110		1946.95					SHOULD REFLECT P	LUERR
2017	WARD WILLIAM EDISON	8/08/2017	2298097	110		576.07					SHOULD REFLECT P	LUERR
2017	WILSON BROTHERS MILLING	8/03/2017	2344606	113					198.12		INCORRECT VALUE	PPVAL
2017	WILSON BROTHERS MILLING	8/03/2017	2344622	113					150.51		INCORRECT VALUE	PPVAL
2017	WILSON BROTHERS MILLING	8/03/2017	2344645	113					192.57		INCORRECT VALUE	PPVAL
2017	WILSON ELIZABETH BUNDY	8/02/2017	2346519	108					.87		PP SOLD 2016	PPSLD
2017	WILSON ELIZABETH BUNDY	8/02/2017	2346520	108					116.32		PP SOLD 2016	PPSLD
2017	WINGATE VALITA RAE HOLMES	8/04/2017	2339182	124						125.00	REMOVE FEE PER D	SWFEE
2017	WU CHIEN LUNG ETAL	8/09/2017	2339203	101		2765.69					SHOULD BE PUV	LUERR

** YEAR TOTALS **

17449.67 23962.71

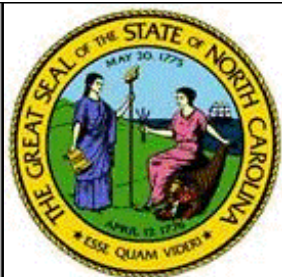
1250.00

*** FINAL TOTALS ***

17449.67 25192.26

1375.00

*** NORMAL END OF JOB ***



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
ADAMS, RUTH BEHA	ADAMS, RUTH BEHA		16 JORDAN DR		PITTSBORO, NC 27312	Proration	0001305584	ZPA6044	AUTHORIZED	72620680	Refund Generated due to proration on Bill #0001305584-2016-2016-0000-00
ADRIAN, HAROLD RALFORD	ADRIAN, HAROLD RALFORD	ADRIAN, CAROLYN EILEEN	734 HORNCHURCH LOOP		CARY, NC 27519	Adjustment < \$100	0038783374	SZR7769	AUTHORIZED	110627748	Refund Generated due to adjustment on Bill #0038783374-2017-2017-0000-00
ALSTON, TONY ANTHONY	ALSTON, TONY ANTHONY		PO BOX 164		BONLEE, NC 27213	Adjustment < \$100	0038632148	ELZ4942	AUTHORIZED	109326048	Refund Generated due to adjustment on Bill #0038632148-2017-2017-0000
AUSTIN, WILLIAM ANTONIO	AUSTIN, WILLIAM ANTONIO		PO BOX 584		PITTSBORO, NC 27312	Adjustment < \$100	0038817080	FAA1193	AUTHORIZED	73577354	Refund Generated due to adjustment on Bill #0038817080-2017-2017-0000-00
BARNES, LISA GAIL	BARNES, LISA GAIL		23 EVERGREEN DR		PITTSBORO, NC 27312	Proration	0034782712	EBM6383	AUTHORIZED	72793622	Refund Generated due to proration on Bill #0034782712-2016-2016-0000-00



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Totalled	08/08/2017	8/8/2017 8:26:16 AM
ie	Over Assessment	08/31/2017	8/31/2017 2:24:19 PM
ie	Situs error	08/14/2017	8/14/2017 8:21:58 AM
ie	SLVG or RBLT TTL	08/28/2017	8/28/2017 8:31:10 AM
ie	Vehicle Totalled	08/11/2017	8/23/2017 8:41:24 AM



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$4.44)	\$0.00	(\$4.44)
07	Tax	(\$0.72)	\$0.00	(\$0.72)
			Refund	\$5.16
00	Tax	(\$55.96)	\$0.00	(\$55.96)
23	Tax	(\$31.18)	\$0.00	(\$31.18)
23	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$87.14
00	Tax	\$0.00	\$0.00	\$0.00
21	Tax	(\$10.10)	\$0.00	(\$10.10)
03	Tax	\$1.63	\$0.00	\$1.63
			Refund	\$8.47
00	Tax	(\$17.02)	\$0.00	(\$17.02)
06	Tax	(\$3.32)	\$0.00	(\$3.32)
			Refund	\$20.34
00	Tax	(\$67.22)	\$0.00	(\$67.22)
21	Tax	(\$45.96)	\$0.00	(\$45.96)
			Refund	\$113.18

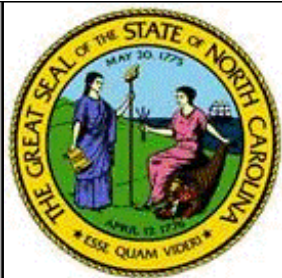


North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
BEVAN, ROBERT DOUGLAS III	BEVAN, ROBERT DOUGLAS III		82 SAXAPAHAW RUN		CHAPEL HILL, NC 27516	Proration	0035021401	F2150	AUTHORIZED	73751976	Refund Generated due to proration on Bill #0035021401-2016-2016-0000-00
BLACKWELDER, CHARLOTTE HEARNE	BLACKWELDER, CHARLOTTE HEARNE		1031 WALTER BRIGHT RD		SANFORD, NC 27330	Proration	0028400181	DLF9591	AUTHORIZED	73022032	Refund Generated due to proration on Bill #0028400181-2016-2016-0000-00
BOENING, ROBERT	BOENING, ROBERT		345 TURTLE CREEK FARM RD		APEX, NC 27523	Proration	0014483109	BJK8608	AUTHORIZED	73022060	Refund Generated due to proration on Bill #0014483109-2016-2016-0000-00
BREWER, CHARLES DARRELL	BREWER, CHARLES DARRELL		1131 BEAL RD		GOLDSTON, NC 27252	Proration	0018802800	EF7164	AUTHORIZED	73665796	Refund Generated due to proration on Bill #0018802800-2015-2015-0000-00
BROWN, EDITH GREEN	BROWN, EDITH GREEN		150 SYCAMORE LAKE DR		SILER CITY, NC 27344	Proration	0018802316	BBE2055	AUTHORIZED	72458756	Refund Generated due to proration on Bill #0018802316-2016-2016-0000-00



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	08/31/2017	8/31/2017 4:09:54 PM
ie	Vehicle Sold	08/17/2017	8/17/2017 2:53:54 PM
ie	Vehicle Sold	08/17/2017	8/17/2017 3:13:50 PM
ie	Vehicle Sold	08/29/2017	8/29/2017 9:00:59 AM
ie	Vehicle Sold	08/04/2017	8/4/2017 11:20:27 AM



North Carolina Ver

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$71.91)	\$0.00	(\$71.91)
07	Tax	(\$11.69)	\$0.00	(\$11.69)
			Refund	\$83.60
00	Tax	(\$13.81)	\$0.00	(\$13.81)
06	Tax	(\$2.67)	\$0.00	(\$2.67)
			Refund	\$16.48
00	Tax	(\$15.59)	\$0.00	(\$15.59)
07	Tax	(\$2.53)	\$0.00	(\$2.53)
			Refund	\$18.12
00	Tax	(\$8.30)	\$0.00	(\$8.30)
04	Tax	(\$1.07)	\$0.00	(\$1.07)
			Refund	\$9.37
00	Tax	(\$7.39)	\$0.00	(\$7.39)
01	Tax	(\$1.05)	\$0.00	(\$1.05)
			Refund	\$8.44



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
CAMERON, EDWARD JOHN	CAMERON, EDWARD JOHN		3 CAROLINA MDWS	APT 305	CHAPEL HILL, NC 27517	Proration	0029604900	MNP7780	AUTHORIZED	72793776	Refund Generated due to proration on Bill #0029604900-2016-0000-00
CARNIVORE PRESERVATION INC	CARNIVORE PRESERVATION INC		1940 HANKS CHAPEL RD		PITTSBORO, NC 27312	Adjustment < \$100	0038805372	FAA1176	AUTHORIZED	73665764	Refund Generated due to adjustment on Bill #0038805372-2017-0000-00
CASSELBERRY, GINA YVONNE	CASSELBERRY, GINA YVONNE		2344 GUM SPRINGS CH RD		PITTSBORO, NC 27312	Proration	0037167701	ELK7497	AUTHORIZED	72620938	Refund Generated due to proration on Bill #0037167701-2016-0000-00
CAUSEY, TERRY ALLEN	CAUSEY, TERRY ALLEN		2813 LANDON RIDGE DR		NEW HILL, NC 27562	Proration	0023515705	BKN5935	AUTHORIZED	72885770	Refund Generated due to proration on Bill #0023515705-2016-0000-00
CLEGG, ROBERT LYNN JR	CLEGG, ROBERT LYNN JR		1178 OLD SANFORD RD		MONCURE, NC 27559	Proration	0026510912	AFX3750	AUTHORIZED	73022008	Refund Generated due to proration on Bill #0026510912-2015-0000-00



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	08/11/2017	8/11/2017 3:07:04 PM
ie	Exempt Property	08/29/2017	8/29/2017 8:36:39 AM
ie	Tag Surrender	08/08/2017	8/23/2017 8:41:24 AM
ie	Vehicle Sold	08/15/2017	8/15/2017 2:47:08 PM
ie	Vehicle Sold	08/17/2017	8/17/2017 2:42:40 PM



North Carolina Ver

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$33.49)	\$0.00	(\$33.49)
07	Tax	(\$5.44)	\$0.00	(\$5.44)
			Refund	\$38.93
00	Tax	(\$20.41)	\$0.00	(\$20.41)
06	Tax	(\$3.98)	\$0.00	(\$3.98)
			Refund	\$24.39
00	Tax	(\$121.27)	\$0.00	(\$121.27)
05	Tax	(\$23.92)	\$0.00	(\$23.92)
			Refund	\$145.19
00	Tax	(\$72.43)	\$0.00	(\$72.43)
07	Tax	(\$11.77)	\$0.00	(\$11.77)
			Refund	\$84.20
00	Tax	(\$19.80)	\$0.00	(\$19.80)
06	Tax	(\$3.90)	\$0.00	(\$3.90)
			Refund	\$23.70



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
CULBERSON, EDWARD WRIGHT	CULBERSON, EDWARD WRIGHT		773 RE WRIGHT RD		SNOW CAMP, NC 27349	Proration	0014497092	WSC5091	AUTHORIZED	73021976	Refund Generated due to proration on Bill #0014497092-2016-0000-00
CULBERSON, EDWARD WRIGHT	CULBERSON, EDWARD WRIGHT		773 RE WRIGHT RD		SNOW CAMP, NC 27349	Proration	0020431837	WSP9990	AUTHORIZED	72793628	Refund Generated due to proration on Bill #0020431837-2016-0000-00
DEATON, CORY JAMES	DEATON, CORY JAMES		173 PINE COURT DR		SILER CITY, NC 27344	Proration	0036498687	DEF6542	AUTHORIZED	72621114	Refund Generated due to proration on Bill #0036498687-2016-0000-00
DEVIDO HSU, ELISE ANNE	DEVIDO HSU, ELISE ANNE		851 FEARRINGTON POST		PITTSBORO, NC 27312	Proration	0033108817	CCR6525	AUTHORIZED	72793652	Refund Generated due to proration on Bill #0033108817-2015-0000-00
DEVIDO, ROBERT JOSEPH	DEVIDO, ROBERT JOSEPH		851 FEARRINGTON POST		PITTSBORO, NC 27312	Proration	0018812823	YXN6801	AUTHORIZED	72793656	Refund Generated due to proration on Bill #0018812823-2016-0000-00



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	08/17/2017	8/17/2017 2:22:45 PM
ie	Vehicle Sold	08/11/2017	8/11/2017 1:39:57 PM
ie	Vehicle Sold	08/08/2017	8/23/2017 8:41:24 AM
ie	Vehicle Sold	08/11/2017	8/11/2017 1:58:21 PM
ie	Vehicle Sold	08/11/2017	8/11/2017 2:00:30 PM

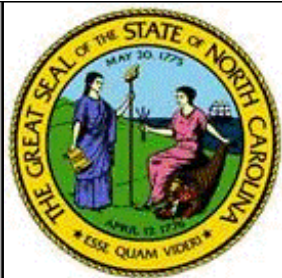


North Carolina Ver

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$3.92)	\$0.00	(\$3.92)
09	Tax	(\$0.43)	\$0.00	(\$0.43)
			Refund	\$4.35
00	Tax	(\$21.85)	\$0.00	(\$21.85)
09	Tax	(\$2.36)	\$0.00	(\$2.36)
			Refund	\$24.21
00	Tax	(\$133.52)	\$0.00	(\$133.52)
01	Tax	(\$18.96)	\$0.00	(\$18.96)
			Refund	\$152.48
00	Tax	(\$1.61)	\$0.00	(\$1.61)
07	Tax	(\$0.27)	\$0.00	(\$0.27)
			Refund	\$1.88
00	Tax	(\$50.92)	\$0.00	(\$50.92)
07	Tax	(\$8.27)	\$0.00	(\$8.27)
			Refund	\$59.19



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
DINEZZA, MICHAEL JOHN	DINEZZA, MICHAEL JOHN		114 RABBIT RUN		PITTSBORO, NC 27312	Proration	0023775022	DBT4191	AUTHORIZED	72683560	Refund Generated due to proration on Bill #0023775022-2016-0000-00
DIXON, MICHELLE LOWE	DIXON, MICHELLE LOWE		16946 NC 902 HWY		BEAR CREEK, NC 27207	Proration	0025570615	DDD6284	AUTHORIZED	73022026	Refund Generated due to proration on Bill #0025570615-2016-0000-00
DIXON, STEVEN TAYLOR	DIXON, STEVEN TAYLOR		109 HAWKS SPIRAL WAY		PITTSBORO, NC 27312	Proration	0036360605	DJD2446	AUTHORIZED	73666282	Refund Generated due to proration on Bill #0036360605-2016-0000-00
DUNN, BART JOHN	DUNN, BART JOHN		241 BOOTH MEADOW LN		DURHAM, NC 27713	Proration	0009240789	ZZR4385	AUTHORIZED	73022624	Refund Generated due to proration on Bill #0009240789-2016-0000-00
DUNPHY, CHERIE HILBORN	DUNPHY, CHERIE HILBORN	DUNPHY, FRANK RUSSELL II	2432 ANDREWS STORE RD		PITTSBORO, NC 27312	Proration	0018801894	BBD6837	AUTHORIZED	72793940	Refund Generated due to proration on Bill #0018801894-2016-0000-00

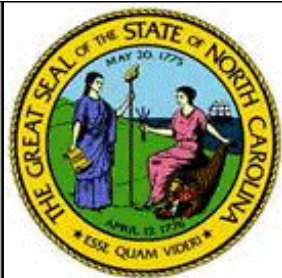


North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	08/09/2017	8/9/2017 10:00:36 AM
ie	Vehicle Totalled	08/17/2017	8/17/2017 2:51:01 PM
ie	Vehicle Sold	08/29/2017	8/31/2017 11:16:45 AM
ie	Vehicle Sold	08/18/2017	8/18/2017 1:40:14 PM
ie	Vehicle Sold	08/11/2017	8/11/2017 4:15:18 PM



North Carolina Ver

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$4.78)	\$0.00	(\$4.78)
07	Tax	(\$0.77)	\$0.00	(\$0.77)
			Refund	\$5.55
00	Tax	(\$12.09)	(\$0.61)	(\$12.70)
03	Tax	(\$1.33)	(\$0.07)	(\$1.40)
			Refund	\$14.10
00	Tax	(\$122.93)	\$0.00	(\$122.93)
21	Tax	(\$84.05)	\$0.00	(\$84.05)
			Refund	\$206.98
00	Tax	(\$20.06)	\$0.00	(\$20.06)
12	Tax	(\$3.32)	\$0.00	(\$3.32)
			Refund	\$23.38
00	Tax	(\$56.72)	\$0.00	(\$56.72)
07	Tax	(\$9.22)	\$0.00	(\$9.22)
			Refund	\$65.94



Report Date 9/1/2017 9:28:28 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
EVANGELIST, WILLIAM JOSEPH	EVANGELIST, WILLIAM JOSEPH		1117 BATCHELOR RD		APEX, NC 27523	Adjustment < \$100	0032059121	CMX9230	AUTHORIZED	72250084	Refund Generated due to adjustment on Bill #0032059121-2016-0000-00
FIRST MISSIONARY BAPTISTCHURCH	FIRST MISSIONARY BAPTISTCHURCH		914 MARTIN LUTHER KING JR	BLVD	SILER CITY, NC 27344	Adjustment < \$100	0036387530	PCS1128	AUTHORIZED	110627514	Refund Generated due to adjustment on Bill #0036387530-2016-0000-00
FLETCHER, JAMES CORVIN	FLETCHER, JAMES CORVIN	FLETCHER, JEAN THOMAS	45 RED MAPLE CT		APEX, NC 27523	Proration	0014485928	RWK3403	AUTHORIZED	73022002	Refund Generated due to proration on Bill #0014485928-2016-0000-00
FLICKER, SHARON DAVIDSON	FLICKER, SHARON DAVIDSON		1211 FEARRINGTON POST	1211 FEARRINGTON POST	PITTSBORO, NC 27312	Adjustment < \$100	0018812749	88SDF	AUTHORIZED	72555450	Refund Generated due to adjustment on Bill #0018812749-2016-0000-00
FRANKS, GENITA CLODFELTER	FRANKS, GENITA CLODFELTER		1760 HAROLD ANDREWS RD		SILER CITY, NC 27344	Proration	0031673318	CF75678	AUTHORIZED	73342136	Refund Generated due to proration on Bill #0031673318-2016-0000-00



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

	Refund Reason	Create Date	Authorization Date
ie	Situs error	08/01/2017	8/1/2017 3:00:40 PM
ie	Exempt Property	08/31/2017	8/31/2017 12:22:57 PM
ie	Vehicle Sold	08/17/2017	8/17/2017 2:39:39 PM
ie	Mileage	08/07/2017	8/7/2017 3:40:23 PM
ie	Vehicle Sold	08/24/2017	8/24/2017 9:48:08 AM



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$63.38)	\$0.00	(\$63.38)
07	Tax	(\$10.30)	\$0.00	(\$10.30)
			Refund	\$73.68
00	Tax	(\$13.44)	\$0.00	(\$13.44)
22	Tax	(\$10.18)	\$0.00	(\$10.18)
22	Vehicle Fee	(\$5.00)	\$0.00	(\$5.00)
			Refund	\$28.62
00	Tax	(\$21.66)	\$0.00	(\$21.66)
07	Tax	(\$3.52)	\$0.00	(\$3.52)
			Refund	\$25.18
00	Tax	(\$4.84)	\$0.00	(\$4.84)
07	Tax	(\$0.79)	\$0.00	(\$0.79)
			Refund	\$5.63
00	Tax	(\$29.76)	\$0.00	(\$29.76)
01	Tax	(\$4.22)	\$0.00	(\$4.22)
			Refund	\$33.98



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
GARCIA, CRISTINA DIAZ	GARCIA, CRISTINA DIAZ		1201 ESTELLE DR LOT 6		SILER CITY, NC 27344	Proration	0034938321	EFB8289	AUTHORIZED	110498637	Refund Generated due to proration on Bill #0034938321-2016-0000-00
GILLILAND, JOSEPH JAY	GILLILAND, JOSEPH JAY		945 WILSON RD		GOLDSTON, NC 27252	Proration	0014496534	TRC5014	AUTHORIZED	72620866	Refund Generated due to proration on Bill #0014496534-2016-0000-00
GOODWIN, TERI MICHELE	GOODWIN, TERI MICHELE		154 ABBYIAN LN		NEW HILL, NC 27562	Proration	0009556221	PRZ8621	AUTHORIZED	72620718	Refund Generated due to proration on Bill #0009556221-2016-0000-00
GRAHAM, MICHAEL EDWARD	GRAHAM, MICHAEL EDWARD	GRAHAM, DENNA CHRISTINE	2101 DEWITT SMITH RD		PITTSBORO, NC 27312	Proration	0001324973	3630SM	AUTHORIZED	72249638	Refund Generated due to proration on Bill #0001324973-2016-0000-00
GULINO, ALLEGRA MARISA	GULINO, ALLEGRA MARISA	GULINO, ANDREW ATEO	436 BIRNAMWOOD DR		CHAPEL HILL, NC 27516	Proration	0014497779	ACB4270	AUTHORIZED	72885088	Refund Generated due to proration on Bill #0014497779-2016-0000-00



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

	Refund Reason	Create Date	Authorization Date
ie	Reg . Out of state	08/29/2017	8/29/2017 8:35:27 AM
ie	Vehicle Sold	08/08/2017	8/8/2017 9:59:06 AM
ie	Vehicle Sold	08/08/2017	8/8/2017 8:55:58 AM
ie	Vehicle Sold	08/01/2017	8/1/2017 9:19:05 AM
ie	Vehicle Sold	08/15/2017	8/15/2017 8:25:07 AM

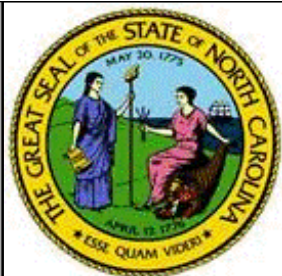


North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$7.21)	\$0.00	(\$7.21)
22	Tax	(\$5.46)	\$0.00	(\$5.46)
22	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$12.67
00	Tax	(\$16.12)	\$0.00	(\$16.12)
04	Tax	(\$2.29)	\$0.00	(\$2.29)
			Refund	\$18.41
00	Tax	(\$6.76)	\$0.00	(\$6.76)
05	Tax	(\$1.33)	\$0.00	(\$1.33)
			Refund	\$8.09
00	Tax	(\$16.14)	\$0.00	(\$16.14)
04	Tax	(\$2.29)	\$0.00	(\$2.29)
			Refund	\$18.43
00	Tax	(\$26.91)	\$0.00	(\$26.91)
07	Tax	(\$4.37)	\$0.00	(\$4.37)
			Refund	\$31.28

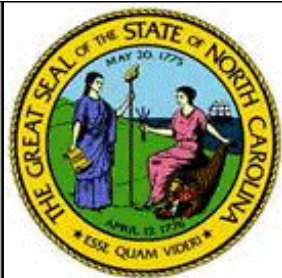


North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
HAITH, LEALER LEE	HAITH, LEALER LEE		1692 OLD GRAHAM RD		PITTSBORO, NC 27312	Proration	0014493803	RTY5056	AUTHORIZED	72684736	Refund Generated due to proration on Bill #0014493803-2016-0000-00
HALLOWES, JAMES ANTHONY	HALLOWES, JAMES ANTHONY		655 REVMONT DR		PITTSBORO, NC 27312	Proration	0008841584	AJX4554	AUTHORIZED	73751366	Refund Generated due to proration on Bill #0008841584-2016-0000-00
HAMLIN, JOHN M	HAMLIN, JOHN M		188 RUNNING SPRING DR		PITTSBORO, NC 27312	Proration	0034167244	DMH5412	AUTHORIZED	73342790	Refund Generated due to proration on Bill #0034167244-2016-0000-00
HANSARD, RICHARD SHANE	HANSARD, RICHARD SHANE		1006 GRADY SILER RD		SILER CITY, NC 27344	Adjustment < \$100	0038718680	FAA1225	AUTHORIZED	109843443	Refund Generated due to adjustment on Bill #0038718680-2017-0000
HERNANDEZ, CARLOS OVIDIO	HERNANDEZ, CARLOS OVIDIO		PO BOX 415		CHAPEL HILL, NC 27514	Proration	0035283823	PEP2041	AUTHORIZED	72793494	Refund Generated due to proration on Bill #0035283823-2016-0000-00



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	08/10/2017	8/10/2017 4:28:47 PM
ie	Vehicle Sold	08/31/2017	8/31/2017 8:25:46 AM
ie	Vehicle Sold	08/25/2017	8/28/2017 8:47:59 AM
ie	Situs error	08/21/2017	8/21/2017 9:10:41 AM
ie	Vehicle Sold	08/11/2017	8/11/2017 11:48:43 AM

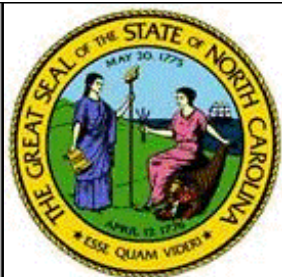


North Carolina Ver

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$12.32)	\$0.00	(\$12.32)
06	Tax	(\$2.38)	\$0.00	(\$2.38)
			Refund	\$14.70
00	Tax	(\$43.52)	\$0.00	(\$43.52)
06	Tax	(\$8.41)	\$0.00	(\$8.41)
			Refund	\$51.93
00	Tax	(\$137.44)	\$0.00	(\$137.44)
09	Tax	(\$14.85)	\$0.00	(\$14.85)
			Refund	\$152.29
00	Tax	\$0.00	\$0.00	\$0.00
21	Tax	(\$44.54)	\$0.00	(\$44.54)
10	Tax	\$10.28	\$0.00	\$10.28
			Refund	\$34.26
00	Tax	(\$7.13)	\$0.00	(\$7.13)
21	Tax	(\$4.87)	\$0.00	(\$4.87)
			Refund	\$12.00



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
HERNANDEZ, CARLOS OVIDIO	HERNANDEZ, CARLOS OVIDIO		PO BOX 415		CHAPEL HILL, NC 27514	Proration	0035283885	PEP2042	AUTHORIZED	72793446	Refund Generated due to proration on Bill #0035283885-2016-0000-00
HODGES, EDWARD SCOTT	HODGES, EDWARD SCOTT		800 BURGESS RD		APEX, NC 27523	Proration	0020074712	CFP8908	AUTHORIZED	73343036	Refund Generated due to proration on Bill #0020074712-2016-0000-00
HOTELLING, KATHY JANE	HOTELLING, KATHY JANE		271 FEARRINGTON POST		PITTSBORO, NC 27312	Adjustment < \$100	0025295204	VXZ3338	AUTHORIZED	73286974	Refund Generated due to adjustment on Bill #0025295204-2016-0000-00
JACOBSON, HOWARD MICHAEL	JACOBSON, HOWARD MICHAEL		2066 RIVER RD		PITTSBORO, NC 27312	Adjustment < \$100	0038315268	EMR2340	AUTHORIZED	145769180	Refund Generated due to adjustment on Bill #0038315268-2017-0000-00
JOHNSON, CAROL MOSS	JOHNSON, CAROL MOSS		955 GREEN LEVEL RD W		APEX, NC 27523	Proration	0018810018	XVA1983	AUTHORIZED	73342880	Refund Generated due to proration on Bill #0018810018-2016-0000-00



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	08/11/2017	8/11/2017 11:34:51 AM
ie	Vehicle Totalled	08/25/2017	8/25/2017 1:23:33 PM
ie	Mileage	08/22/2017	8/22/2017 12:13:00 PM
ie	Over Assessment	08/14/2017	8/14/2017 1:11:36 PM
ie	Vehicle Sold	08/25/2017	8/25/2017 10:58:30 AM



North Carolina Ver

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$15.94)	\$0.00	(\$15.94)
21	Tax	(\$10.89)	\$0.00	(\$10.89)
			Refund	\$26.83
00	Tax	(\$28.14)	\$0.00	(\$28.14)
08	Tax	(\$4.57)	\$0.00	(\$4.57)
			Refund	\$32.71
00	Tax	(\$20.86)	\$0.00	(\$20.86)
07	Tax	(\$3.39)	\$0.00	(\$3.39)
			Refund	\$24.25
00	Tax	(\$57.29)	\$0.00	(\$57.29)
07	Tax	(\$9.39)	\$0.00	(\$9.39)
			Refund	\$66.68
00	Tax	(\$7.23)	\$0.00	(\$7.23)
07	Tax	(\$1.17)	\$0.00	(\$1.17)
			Refund	\$8.40

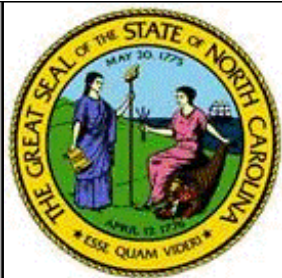


North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
KRUG, ROBERT	KRUG, ROBERT	KRUG, TAMMY LYNN	10353 NASH		CHAPEL HILL, NC 27517	Proration	0031691049	CJL2409	AUTHORIZED	73665634	Refund Generated due to proration on Bill #0031691049-2016-0000-00
LINDLEY, SHIRLEY COUNCILMAN	LINDLEY, ROBERT HAYWOOD		4204 MANNS CHAPEL RD		CHAPEL HILL, NC 27516	Proration	0014483544	5S76DV	AUTHORIZED	73342814	Refund Generated due to proration on Bill #0014483544-2016-0000-00
LINDLEY, SHIRLEY COUNCILMAN	LINDLEY, ROBERT HAYWOOD		4204 MANNS CHAPEL RD		CHAPEL HILL, NC 27516	Proration	0014496948	5S75DV	AUTHORIZED	73342816	Refund Generated due to proration on Bill #0014496948-2016-0000-00
LUNSFORD, JOHN WESLEY	LUNSFORD, JOHN WESLEY		1412 GREAT RIDGE PKWY		CHAPEL HILL, NC 27516	Proration	0026575875	L947GC	AUTHORIZED	73286722	Refund Generated due to proration on Bill #0026575875-2015-0000-00
MALLARD, DAVID ALLEN	MALLARD, DAVID ALLEN		1827 MERONIES CHURCH RD		BEAR CREEK, NC 27207	Proration	0036553366	PFD5740	AUTHORIZED	73751808	Refund Generated due to proration on Bill #0036553366-2016-0000-00



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	08/29/2017	8/29/2017 8:18:13 AM
ie	Vehicle Sold	08/25/2017	8/25/2017 9:50:28 AM
ie	Vehicle Sold	08/25/2017	8/25/2017 9:51:40 AM
ie	Vehicle Sold	08/22/2017	8/22/2017 9:06:44 AM
ie	Vehicle Sold	08/31/2017	8/31/2017 2:09:09 PM



North Carolina Ver

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$57.25)	\$0.00	(\$57.25)
07	Tax	(\$9.31)	\$0.00	(\$9.31)
			Refund	\$66.56
00	Tax	(\$8.75)	\$0.00	(\$8.75)
07	Tax	(\$1.42)	\$0.00	(\$1.42)
			Refund	\$10.17
00	Tax	(\$33.47)	\$0.00	(\$33.47)
07	Tax	(\$5.44)	\$0.00	(\$5.44)
			Refund	\$38.91
00	Tax	(\$8.74)	\$0.00	(\$8.74)
07	Tax	(\$1.45)	\$0.00	(\$1.45)
			Refund	\$10.19
00	Tax	(\$8.15)	\$0.00	(\$8.15)
04	Tax	(\$1.16)	\$0.00	(\$1.16)
			Refund	\$9.31

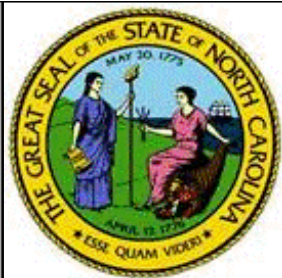


North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
MAPLE LEAF CONSTRUCTION SERVICES INC	MAPLE LEAF CONSTRUCTION SERVICES INC		224 EAST ST UNIT D		PITTSBORO, NC 27312	Adjustment >= \$100	0018808492	YA105055	AUTHORIZED	73021006	Refund Generated due to adjustment on Bill #0018808492-2016-0000-00
MARCIN, DENNIS MICHAEL	MARCIN, DENNIS MICHAEL	MARCIN, LYNN STEELE	30004 VILLAGE PARK DR		CHAPEL HILL, NC 27517	Proration	0034864860	EFV5828	AUTHORIZED	72885610	Refund Generated due to proration on Bill #0034864860-2016-0000-00
MATHIAS, SCOTT LEE	MATHIAS, SCOTT LEE		10028 WARD		CHAPEL HILL, NC 27517	Proration	0035336226	AEE8277	AUTHORIZED	72884050	Refund Generated due to proration on Bill #0035336226-2016-0000-00
MCCONNELL, ALAN HOLMES	MCCONNELL, ALAN HOLMES	MCCONNELL, SHARON LOUISE	1535 TODY GOODWIN RD		APEX, NC 27502	Proration	0018814770	SZK3738	AUTHORIZED	72885496	Refund Generated due to proration on Bill #0018814770-2016-0000-00
MCIVER, GLENN DOUGLAS	MCIVER, GLENN DOUGLAS		5277 OLD 421 HWY		BEAR CREEK, NC 27207	Proration	0022037082	CJE8115	AUTHORIZED	73229610	Refund Generated due to proration on Bill #0022037082-2016-0000-00



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

	Refund Reason	Create Date	Authorization Date
ie	Assessed In Err	08/16/2017	8/23/2017 8:41:14 AM
ie	Tag Surrender	08/15/2017	8/23/2017 8:41:24 AM
ie	Vehicle Sold	08/14/2017	8/14/2017 8:35:06 AM
ie	Vehicle Sold	08/15/2017	8/15/2017 11:42:01 AM
ie	Vehicle Sold	08/21/2017	8/21/2017 3:32:21 PM



North Carolina Ver

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$166.76)	\$0.00	(\$166.76)
21	Tax	(\$114.00)	\$0.00	(\$114.00)
			Refund	\$280.76
00	Tax	(\$234.57)	\$0.00	(\$234.57)
07	Tax	(\$38.12)	\$0.00	(\$38.12)
			Refund	\$272.69
00	Tax	(\$25.81)	\$0.00	(\$25.81)
07	Tax	(\$4.19)	\$0.00	(\$4.19)
			Refund	\$30.00
00	Tax	(\$32.39)	\$0.00	(\$32.39)
07	Tax	(\$5.26)	\$0.00	(\$5.26)
			Refund	\$37.65
00	Tax	(\$12.34)	(\$0.62)	(\$12.96)
03	Tax	(\$1.36)	(\$0.07)	(\$1.43)
			Refund	\$14.39



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
MOBILIO, VIVIAN	MOBILIO, VIVIAN		306 SCHUBAVER DR		CARY, NC 27513	Proration	0018812609	XZD4506	AUTHORIZED	110013036	Refund Generated due to proration on Bill #0018812609-2015-0000-00
OCAMPO, EMILIO	OCAMPO, EMILIO		94 BELLE LN		SILER CITY, NC 27344	Proration	0031045132	BFR3301	AUTHORIZED	73343226	Refund Generated due to proration on Bill #0031045132-2016-0000-00
OHARA, JESSICA KNIGHT	OHARA, JESSICA KNIGHT		2325 DEWITT SMITH RD		PITTSBORO, NC 27312	Proration	0035950297	EJZ1804	AUTHORIZED	73343314	Refund Generated due to proration on Bill #0035950297-2016-0000-00
OLIVER, CARL MICHAEL	OLIVER, CARL MICHAEL		71 BINKY WAY		PITTSBORO, NC 27312	Proration	0014479207	ALZ3665	AUTHORIZED	72793642	Refund Generated due to proration on Bill #0014479207-2016-0000-00
OURS, KEVIN DOUGLAS	OURS, KEVIN DOUGLAS		233 CONSTITUTION CT		APEX, NC 27523	Proration	0026546158	CE86177	AUTHORIZED	72620696	Refund Generated due to proration on Bill #0026546158-2016-0000-00



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	08/24/2017	8/24/2017 8:49:52 AM
ie	Vehicle Sold	08/25/2017	8/25/2017 3:17:31 PM
ie	Vehicle Sold	08/25/2017	8/25/2017 4:43:51 PM
ie	Vehicle Sold	08/11/2017	8/11/2017 1:50:46 PM
ie	Vehicle Sold	08/08/2017	8/8/2017 8:45:20 AM



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$13.10)	\$0.00	(\$13.10)
23	Tax	(\$7.79)	\$0.00	(\$7.79)
23	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$20.89
00	Tax	(\$11.75)	\$0.00	(\$11.75)
01	Tax	(\$1.67)	\$0.00	(\$1.67)
			Refund	\$13.42
00	Tax	(\$8.95)	\$0.00	(\$8.95)
04	Tax	(\$1.27)	\$0.00	(\$1.27)
			Refund	\$10.22
00	Tax	(\$41.89)	(\$2.41)	(\$44.30)
09	Tax	(\$4.53)	(\$0.26)	(\$4.79)
			Refund	\$49.09
00	Tax	(\$3.17)	\$0.00	(\$3.17)
07	Tax	(\$0.52)	\$0.00	(\$0.52)
			Refund	\$3.69



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
PARKS, DONNA BEAL	PARKS, DONNA BEAL		50 DORCURT HILLS RD		PITTSBORO, NC 27312	Proration	0037699503	EMJ8319	AUTHORIZED	73229236	Refund Generated due to proration on Bill #0037699503-2016-2016-0000-00
PATEL, SAILASH INDUBHAI	PATEL, SAILASH INDUBHAI		10393 HOLT		CHAPEL HILL, NC 27517	Proration	0029471516	MPR8231	AUTHORIZED	73751818	Refund Generated due to proration on Bill #0029471516-2016-2016-0000-00
PHARR, JAMES EDGAR JR	PHARR, JAMES EDGAR JR		485 MAY FARM RD		PITTSBORO, NC 27312	Proration	0031670374	CJJ2737	AUTHORIZED	72336078	Refund Generated due to proration on Bill #0031670374-2016-2016-0000-00
PHILLIPS, SANDRIA PETTY	PHILLIPS, SANDRIA PETTY		8270 NC 42 HWY		BEAR CREEK, NC 27207	Adjustment >= \$100	0038261047	EMD2631	AUTHORIZED	108504303	Refund Generated due to adjustment on Bill #0038261047-2017-2017-0000
POE, BRUCE ALLEN	POE, BRUCE ALLEN		1101 WADE PASCHAL RD		SILER CITY, NC 27344	Adjustment < \$100	0038917664	CJ65697	AUTHORIZED	73750506	Refund Generated due to adjustment on Bill #0038917664-2017-2017-0000-00



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	08/21/2017	8/21/2017 10:48:56 AM
ie	Vehicle Sold	08/31/2017	8/31/2017 2:16:32 PM
ie	Vehicle Sold	08/02/2017	8/2/2017 1:59:00 PM
ie	Situs error	08/02/2017	8/23/2017 8:41:14 AM
ie	Over Assessment	08/30/2017	8/30/2017 8:21:36 AM



North Carolina Ver

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$15.11)	\$0.00	(\$15.11)
07	Tax	(\$2.46)	\$0.00	(\$2.46)
			Refund	\$17.57
00	Tax	(\$45.29)	\$0.00	(\$45.29)
07	Tax	(\$7.36)	\$0.00	(\$7.36)
			Refund	\$52.65
00	Tax	(\$14.64)	\$0.00	(\$14.64)
21	Tax	(\$10.01)	\$0.00	(\$10.01)
			Refund	\$24.65
00	Tax	\$0.00	\$0.00	\$0.00
21	Tax	(\$185.61)	\$0.00	(\$185.61)
13	Tax	\$38.55	\$0.00	\$38.55
			Refund	\$147.06
00	Tax	(\$87.44)	\$0.00	(\$87.44)
01	Tax	(\$12.53)	\$0.00	(\$12.53)
			Refund	\$99.97



Report Date 9/1/2017 9:28:28 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
PORTER, FRANCES JEAN	PORTER, WILBUR JOSEPH	PORTER, FRANCES TODD	31 MELVIN CLARK RD		SILER CITY, NC 27344	Proration	0036622920	HD8415C	AUTHORIZED	72397568	Refund Generated due to proration on Bill #0036622920-2016-0000-00
QUINTYNE, DJAMILA	QUINTYNE, DJAMILA	QUINTYNE, STEPHEN CARLYLE	724 TRANSOM VIEW WAY		CARY, NC 27519	Proration	0032924955	DKM8465	AUTHORIZED	73666000	Refund Generated due to proration on Bill #0032924955-2016-0000-00
RAMSEY, KATHY JO	RAMSEY, KATHY JO		2007 TALLOWAY DR		CARY, NC 27511	Adjustment < \$100	0038545005	CLM1100	AUTHORIZED	109531758	Refund Generated due to adjustment on Bill #0038545005-2017-0000
ROBERSON, BERRY MOSES JR	ROBERSON, BERRY MOSES JR		2466 FARRINGTON POINT RD		CHAPEL HILL, NC 27517	Proration	0014482882	WTK2262	AUTHORIZED	73022020	Refund Generated due to proration on Bill #0014482882-2016-0000-00
SALTER, DONNA WINNETTE	SALTER, DONNA WINNETTE		630 OLDE THOMPSON CR RD		APEX, NC 27523	Proration	0023970599	2H2873	AUTHORIZED	73022004	Refund Generated due to proration on Bill #0023970599-2016-0000-00



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	08/03/2017	8/3/2017 11:08:01 AM
ie	Vehicle Sold	08/29/2017	8/29/2017 10:35:16 AM
ie	Situs error	08/16/2017	8/16/2017 2:27:14 PM
ie	Vehicle Sold	08/17/2017	8/17/2017 2:47:47 PM
ie	Vehicle Sold	08/17/2017	8/17/2017 2:40:38 PM



North Carolina Ver

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$26.03)	\$0.00	(\$26.03)
03	Tax	(\$2.87)	\$0.00	(\$2.87)
			Refund	\$28.90
00	Tax	(\$25.79)	\$0.00	(\$25.79)
12	Tax	(\$4.27)	\$0.00	(\$4.27)
			Refund	\$30.06
00	Tax	\$0.00	\$0.00	\$0.00
21	Tax	(\$51.94)	\$0.00	(\$51.94)
06	Tax	\$14.69	\$0.00	\$14.69
			Refund	\$37.25
00	Tax	(\$17.06)	\$0.00	(\$17.06)
07	Tax	(\$2.77)	\$0.00	(\$2.77)
			Refund	\$19.83
00	Tax	(\$7.14)	\$0.00	(\$7.14)
07	Tax	(\$1.16)	\$0.00	(\$1.16)
			Refund	\$8.30



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
SCOTT, DEWEY	SCOTT, DEWEY		407 NICKS BEND WEST		PITTSBORO, NC 27312	Proration	0034571006	CE45133	AUTHORIZED	73021788	Refund Generated due to proration on Bill #0034571006-2016-0000-00
SIPPER, JOE MACK JR	SIPPER, JOE MACK JR		2491 BRIAR CHAPEL PKWY		CHAPEL HILL, NC 27516	Proration	0033964452	DLD9806	AUTHORIZED	72397552	Refund Generated due to proration on Bill #0033964452-2015-0000-00
SKYSKIER INC	SKYSKIER INC	AMERICAN SERVICE CENTER	321 N 2ND AVE		SILER CITY, NC 27344	Proration	0035521314	EJJ8265	AUTHORIZED	109328697	Refund Generated due to proration on Bill #0035521314-2016-0000-00
SOUTH PARK SCAPES INC	SOUTH PARK SCAPES INC		464 OKELLY CHAPEL RD		DURHAM, NC 27713	Proration	0029396523	FE5968	AUTHORIZED	72885300	Refund Generated due to proration on Bill #0029396523-2016-0000-00
STEVENS, DANIEL EVERETT	STEVENS, DANIEL EVERETT		336 LEE ST		BENNETT, NC 27208	Proration	0038132982	ELZ4601	AUTHORIZED	72620738	Refund Generated due to proration on Bill #0038132982-2017-0000-00

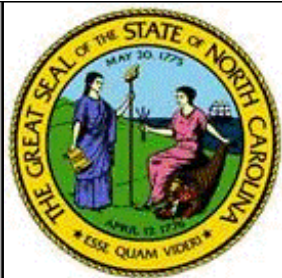


North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	08/17/2017	8/17/2017 11:41:43 AM
ie	Vehicle Sold	08/03/2017	8/3/2017 10:52:34 AM
ie	Vehicle Sold	08/15/2017	8/15/2017 2:59:26 PM
ie	Vehicle Sold	08/15/2017	8/15/2017 10:05:41 AM
ie	Vehicle Totalled	08/08/2017	8/8/2017 9:02:34 AM



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$5.91)	\$0.00	(\$5.91)
07	Tax	(\$0.96)	\$0.00	(\$0.96)
			Refund	\$6.87
00	Tax	(\$5.52)	\$0.00	(\$5.52)
07	Tax	(\$0.91)	\$0.00	(\$0.91)
			Refund	\$6.43
00	Tax	(\$12.83)	\$0.00	(\$12.83)
22	Tax	(\$9.72)	\$0.00	(\$9.72)
22	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$22.55
00	Tax	(\$3.53)	\$0.00	(\$3.53)
12	Tax	(\$0.58)	\$0.00	(\$0.58)
			Refund	\$4.11
00	Tax	(\$77.16)	\$0.00	(\$77.16)
13	Tax	(\$11.05)	\$0.00	(\$11.05)
			Refund	\$88.21



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
TERRELL, JANE WELCH	TERRELL, JANE WELCH		3244 ROSSER RD		BEAR CREEK, NC 27207	Proration	0018806178	WVY5118	AUTHORIZED	72397700	Refund Generated due to proration on Bill #0018806178-2016-0000-00
TERRY, CHRISTOPHER MICHAEL	TERRY, CHRISTOPHER MICHAEL	TERRY, STEPHANIE LEMONS	4668 OLD US 421 N		SILER CITY, NC 27344	Adjustment >= \$100	0037066610	EHM6797	AUTHORIZED	108504150	Refund Generated due to adjustment on Bill #0037066610-2016-0000
VALLERO, DANIEL ALAN	VALLERO, DANIEL ALAN		616 BEAR TREE CRK		CHAPEL HILL, NC 27517	Proration	0036277710	PWB1825	AUTHORIZED	73022242	Refund Generated due to proration on Bill #0036277710-2016-0000-00
VASKO, PHILIP FRANK	VASKO, PHILIP FRANK	VASKO, BEVERLY ANN	415 DAVIS LOVE DR		CHAPEL HILL, NC 27517	Proration	0024413051	WWZ2224	AUTHORIZED	73287954	Refund Generated due to proration on Bill #0024413051-2016-0000-00
WHITE, TIMOTHY SCOTT	WHITE, TIMOTHY SCOTT		151 THE WHITES WAY		PITTSBORO, NC 27312	Proration	0025363207	CJN7303	AUTHORIZED	72683854	Refund Generated due to proration on Bill #0025363207-2016-0000-00



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	08/03/2017	8/3/2017 1:01:09 PM
ie	Situs error	08/02/2017	8/23/2017 8:41:14 AM
ie	Vehicle Sold	08/18/2017	8/18/2017 8:47:44 AM
ie	Vehicle Sold	08/23/2017	8/24/2017 2:17:08 PM
ie	Vehicle Sold	08/09/2017	8/9/2017 2:08:19 PM

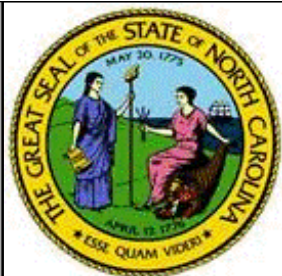


North Carolina Ver

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$39.21)	\$0.00	(\$39.21)
11	Tax	(\$5.33)	\$0.00	(\$5.33)
			Refund	\$44.54
00	Tax	\$0.00	\$0.00	\$0.00
21	Tax	(\$185.22)	\$0.00	(\$185.22)
10	Tax	\$42.75	\$0.00	\$42.75
			Refund	\$142.47
00	Tax	(\$8.33)	(\$0.41)	(\$8.74)
07	Tax	(\$1.35)	(\$0.07)	(\$1.42)
			Refund	\$10.16
00	Tax	(\$130.34)	\$0.00	(\$130.34)
07	Tax	(\$21.18)	\$0.00	(\$21.18)
			Refund	\$151.52
00	Tax	(\$17.66)	\$0.00	(\$17.66)
06	Tax	(\$3.41)	\$0.00	(\$3.41)
			Refund	\$21.07



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
YATES, JOAN PENDERGRA PH	YATES, JOAN PENDERGRA PH	YATES, WILLIAM ODELL	437 BARBEE RD		APEX, NC 27523	Proration	0031407456	TZC7593	AUTHORIZED	72885944	Refund Generated due to proration on Bill #0031407456-2016-2016-0000-00
YOUNG, JENNIFER ADRIAN	YOUNG, JENNIFER ADRIAN		PO BOX 1616		PITTSBORO, NC 27312	Adjustment >= \$100	0038648468	ZWB3659	AUTHORIZED	72884040	Refund Generated due to adjustment on Bill #0038648468-2017-2017-0000-00



North Carolina Veh

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	08/15/2017	8/15/2017 4:28:43 PM
ie	Duplication	08/14/2017	8/23/2017 8:41:14 AM



North Carolina Ver

NCVTS Pending

Report Date 9/1/2017 9:28:28 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$34.35)	\$0.00	(\$34.35)
07	Tax	(\$5.58)	\$0.00	(\$5.58)
			Refund	\$39.93
00	Tax	(\$149.11)	\$0.00	(\$149.11)
21	Tax	(\$102.87)	\$0.00	(\$102.87)
			Refund	\$251.98
			Refund Total	\$4048.81



North Carolina Ver

NCVTS Pending

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Tax Jurisdiction	District Type	Net Change
00	COUNTY	(\$2,887.12)
21	CITY	(\$850.06)
22	CITY	(\$30.36)
23	CITY	(\$38.97)
01	FIRE	(\$38.43)
03	FIRE	(\$4.07)
04	FIRE	(\$8.08)
05	FIRE	(\$25.25)
06	FIRE	(\$13.38)
07	FIRE	(\$193.12)
08	FIRE	(\$4.57)
09	FIRE	(\$22.43)
10	FIRE	\$53.03
11	FIRE	(\$5.33)
12	FIRE	(\$8.17)
13	FIRE	\$27.50
Total		(\$4,048.81)



North Carolina Ver

NCVTS Pending

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North Carolina Ver

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Report Date 9/1/2017 9:28:28 AM

Report Parameters



Manual Refunds for VTS payments

Month of , 2015

Taxpayer Name	Street Address	City	State	Zip
BEAL, TOMMY WALTER	1232 INDIAN CREEK EST	GOLDSTON	NC	27252

Refund - Over Payment

Taxpayer Name	Street Address	City	State	Zip
CASHWELL, RICHARD GORDON	835 FEARRINGTON POST	PITTSBORO	NC	27312

Refund

Taxpayer Name	Street Address	City	State	Zip
NICKLAS, MARK KENNETH	105 HARBIN RIDGE CT	CARY	NC	27519

Refund

County Tax Pd	District Tax Paid	Interest paid	Total Paid	Date Paid	Date Tag Expires
58.22	8.34		66.56	7/31/2017	7/31/2018
0.00	0.00	0.00	18.38		

County Tax Pd	District Tax Paid	Interest paid	Total Paid	Date Paid	Date Tag Expires
183.80	29.87		213.67	6/5/2017	6/30/2018
168.48	27.38	0.00	195.86		

County Tax Pd	District Tax Paid	Interest paid	Total Paid	Date Paid	Date Tag Expires
390.98	215.91		606.89	7/5/2017	6/30/2018
358.40	197.92	0.00	556.32		

Turn in Date	# months	District #
		104

Turn in Date	# months	District #
7/21/2017	11	107

Turn in Date	# months	District #
7/31/2017	11	203



Chatham County, NC

Text File

File Number: 17-2321

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Tax Office Assessor

File Type: Agenda Item

Vote on a request to approve Tax Department - Tax Write-Off

Action Requested: Approval of tax write-off for the Tax Department.

Introduction & Background: Since July 1, 1972, all taxing units in the State have been under the time limitations of G.S. 105-378, which sets up a continuing ten-year statute of limitations against the enforcement of any remedy for the collection of property taxes or the foreclosure of property tax liens. The ten years are measured from the September 1 due date. The tax bills were barred from collection procedures on September 1, 2017.

Discussion & Analysis: As of September 1, 2017, our accounts receivable balance through the tax year 2007 is \$306,947.31. The total includes taxes for real estate and personal property (includes solid waste disposal and availability fees, late list penalties, advertisement fees, and interest) and registered motor vehicles. The NC General Statutes will not allow us to use forced collection measures after August 31, 2017 to collect these taxes. We have attempted to use enforcement remedies to collect all past due taxes, but have been unable to collect these remaining taxes. The taxes that have been turned over to our attorney for foreclosure will remain on the accounts receivable and will not be written off.

Budgetary Impact: N/A

Recommendation: Approve tax write-off for the Tax Department.



Chatham County, NC

Text File

File Number: 17-2322

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and Consent Agenda

In Control: Planning

File Type: Agenda Item

Vote on a request by Freehold Communities on behalf of F-L Legacy Owner, LLC for subdivision Preliminary Plat review and approval of The Legacy, Phase 4A2, consisting of 43 lots on 8.56 acres, located off Big Woods Road, S. R. 1716, Williams and New Hope Townships, parcel #17378.

Action Requested:

Request by Freehold Communities on behalf of F-L Legacy Owner, LLC for subdivision Preliminary Plat review and approval of The Legacy, Phase 4A2, consisting of 43 lots on 8.56 acres, located off Big Woods Road, S. R. 1716, Williams and New Hope Townships, parcel #17378.

Introduction & Background:

Zoning: R1 with Conditional Use Permit for a Planned Unit Development

Watershed District: WSIVProtected & Jordan Lake Buffer Area

Water Source: public, Chatham County

Sewer Source: private, waste water treatment plant

Road type: private, paved

Within the 100 year flood plain: No floodable area in Phase 4A2

Reviewed: Under pre2008 Subdivision Regulations

General Information:

The Legacy at Jordan Lake Subdivision was approved by the Board of County Commissioners on March 15, 2004 as a Planned Unit Development for a cluster development. Modifications were made to the plan in 2005 to add 50.6 acres and change the number of lots to 463. The project is approved for 463 lots on 626 acres with an amenity center. Phase One received final plat approval in December, 2005 for 105 lots. Phases Two and Three, consisting of 114 lots received preliminary / final plat approval in 2006 (54 lots in Phase Two and 60 lots in Phase Three). In 2011, the developer submitted a request to the Board of County Commissioners to relinquish the final plat approvals for Phases Two and Three (undeveloped); to recombine the 114 lots with the remaining undeveloped portion of the property into one parcel of land containing 402 acres; and to allow Phases Two and Three to revert to their approved preliminary plat status as of November 20, 2006. The BOC approved the request on November 7, 2011. The Resolution Accepting The Voluntary Relinquishment of Final Plat Approvals of The Legacy at Jordan Lake, Phases Two and Three is recorded in Book 1593, Page 272. The recorded recombination plat can be viewed at Plat Slide 2011, Pages 199 & 200 and at Plat Slide 2012, Page 10. The Resolution stated that the recreation fees and the water availability fees previously paid by the developer would be retained by the county and credited toward any similar fees incurred by the developer in future submittals until December 31, 2015 or any later date required by an amendment to the Permit Extension Act. To date, 226 lots have been final platted with 156 occupied homes. The tennis courts and playground lot are completed and the clubhouse and pool are scheduled to be completed in Mid-August, 2017. As part of a 2014 CUP revision, the final plat sunset date for all phases is December 31, 2020. The Phase 4A2 layout conforms to the revision to the CUP approved in 2014.

Discussion & Analysis:

Request: The request before the Board is for preliminary plat approval of Phase 4A2, consisting of 43 lots on 8.56 acres.

Roadways: Roadways within Phase 4A2 will be private, with a 50 foot wide right-of-way. The roadways will be paved to the NCDOT standards, but not reviewed and approved by NCDOT. The roads will be privately maintained.

Permits: Other agency permits as required for preliminary plat submittal have been received as follows:

Chatham County Soil and Erosion and Sedimentation Control Plan: January 5, 2015

NCDENR Water Main Extension: June 22, 2017

NCDENR Authorization to Construct: June 22, 2017

NCDENR Wastewater Collection System Extension Permit: January 29, 2015

Copies of the permits can be viewed on the Planning Department webpage at www.chathamnc.org/planning Rezoning and Subdivision Cases, 2017. This project

predates the Chatham County Stormwater Ordinance. Per Mark Ashness, P. E., the project does have wet or dry stormwater controls at all release points handling the first ½" of impervious (with a 2-5 day drawdown).

Historical / Archeological: Per the engineer, there are no cemeteries or historical structures, i.e. buildings, chimneys, fences, etc, 50 years or older located in Phase 4A2.

Road Names: The road name shown on the preliminary plat, Twin Creeks Loop, should be Two Creeks Loop and will be changed on the final plat. The Emergency Operations Office has approved the road names *Two Creeks Loop and Stone Bridge Crossings* for submittal to the Board of Commissioners for approval.

Conditional Use Permit Stipulations: See attachment # 2.

Water Features: There are no water features located in Phase 4A2.

Fire Marshal Review: The Fire Marshal has reviewed the plans for Phase 4A2 regarding access for emergency vehicles and found the plans acceptable based on road widths. The development is a gated community and the fire department has been provided access if the gate is locked.

Technical Review Committee: The TRC met on July 12, 2017 to review the plans for Phase 4A2. It was noted that the final plat information should include a note regarding repair of the public water line and a note regarding maintenance responsibility of the private roads. There were no other concerns from staff.

The plat meets the requirements of the Subdivision Regulations for preliminary plat review.

The Planning Board met on August 1, 2017 to review the request. Fred Ward was present to represent the developer. The Planning Board discussed the request and had questions / concerns regarding the location of the stormwater pond; whether the first ½" or 1" of stormwater was being treated; and were there streams adjacent to Phase 4A2 given the name of the road, Two Creeks Loop.

Fred Ward addressed the Board and stated that there is a large stormwater pond adjacent to Phase 4A2 and that the stormwater treatment meets or exceeds the requirements of the pre-2008 Subdivision Regulations; that there are streams adjacent to, but not part of Phase 4A2 and that those streams have the required undisturbed buffers and will be shown as required on later phases of the project. Mark Ashness, P.E. CE Group, engineer for the project was not present at the Planning Board meeting but has provided the following information regarding stormwater:

The Legacy was submitted in 2005 and predated the County Stormwater regulations.

The applicant voluntarily provided the following at that time:

1. Additional 50' (100' each side) voluntary buffer on all blue line streams.
2. **For portions of the project within the Jordan Lake Critical Area** (this is a very small area near Big Woods Road) treat for the 1YR 24 Hour Storm.
3. **For portions of the project within the Jordan Lake Protected Area** Capture the equivalent volume of runoff equal to the 1st 1/2" of runoff from impervious areas and detain and release slowly over a 2-5 day period.

Capturing the 1st ½ inch is consistent of what other PUD projects proposed at that time. The additional 50' buffer on each side of stream and treating the 1 YR 24 Hour Storm (within the critical area) were proffers that were above and beyond what other projects were doing in 2005.

With regard to Phase 4A-2 Pond (which is located in the protected area). This pond was designed and permitted during construction of Phase 4A-1 and is already in place. The Pond is currently acting as a sediment basin and will be converted to a wet pond that will have a permanent pool area of just over ½ AC. The ponds temporary storage volume is sized to capture the equivalent volume of runoff equal to or greater than the 1st 1/2" of runoff from impervious areas in compliance with the stated project intention.

Recommendation: The Planning Board by a vote of 6-4 and the Planning Department recommend granting approval of the road names Two Creeks Loop and Stone Bridge Crossings and recommend granting preliminary plat approval **The Legacy, Phase 4A2** with the following condition:

1. The road name 'Two Creeks Loop' be shown on the final plat.



Chatham County, NC

Text File

File Number: 17-2323

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and Consent Agenda

In Control: Planning

File Type: Agenda Item

Vote on a request to approve by Lee Bowman, Project Manager on behalf of NNP Briar Chapel, LLC for subdivision Preliminary Plat review and approval of **SD East**, consisting of 11 lots which includes 7 non-residential subdivision lots, 2 exempt over 10 acre lots, and 2 stormwater pond lots, located off US HWY 15-501, on 31.31 acres, Baldwin Township, parcel #18911

Action Requested:

Request by Lee Bowman, Project Manager on behalf of NNP Briar Chapel, LLC for subdivision Preliminary Plat review and approval of **SD East**, consisting of 11 lots which includes 7 non-residential subdivision lots, 2 exempt over 10 acre lots, and 2 stormwater pond lots, located off US HWY 15-501, on 31.31 acres, Baldwin Township, parcel #18911

Introduction & Background:

Zoning: Conditional Use District / Compact Community

Water System: Public, Chatham County

Sewer System: Private wastewater treatment plant

Subject to 100 year flood: No floodable area in SD East

General Information: Compact Community approved in 2005 for 2,389 dwelling units and commercial uses on 1.589 acres, permit revised in 2012 and 2014 and dwelling units increased to 2,500.

Reviewed: Briar Chapel is reviewed under pre-2008 Subdivision Regulations.

The 2014 revisions to the Conditional Use Permit, Item #5, Commercial Uses states "The commercial component of the development shall be limited to 510,000 square feet in the locations shown on the Revised Master Plan, and the commercial uses allowed within the development shall be all those uses now allowed or later added as allowed in December, 2008 Zoning Ordinance under Section 10.13 Table 1: Zoning Table of Permitted Uses under the Zoning District denominated as "O/I", "B-1", "NB", "CB", and "RB". Irrespective of whether such uses are shown as permitted or as requiring a conditional use permit.

Discussion & Analysis:

The request before the Board is for preliminary plat approval of seven (7) non-residential subdivision size lots (Parcels 2A, 2B, 4, 5, 7, 8, and 9); two exempt parcels (over 10 acres in size) (Parcels 3 and 10); and two (2) stormwater pond lots (Parcels 1 and 6) on 29.20 acres located off Taylor Road, S. R. 1529 and US 15-501, Baldwin Township, parcel #18911. The request is for approval of the lots/parcels only at this time. The uses are not known at this time. Site plans for the specific uses will be presented to the Planning Department for review of the lighting plan and signage prior to obtaining a building permit. Permitted uses are uses listed in the 2008 Zoning Ordinance list of permitted uses in the O/I (Office and Institutional); B-1 (Business); NB (Neighborhood Business); CB (Community Business); and RD (Regional Business) districts.

Roadways: The SD East Commercial area will be accessed by two entrances off Hwy 15-501. Per the cover letter, attachment # 2, the turning movements at the two entrances were required by the NCDOT as a synchronized street package prepared by Kimley Horn. See attachment # 2 for a description of the turning movements and a map of the turning movements, prepared by Kimley Horn is posted to the Planning Department webpage. An Encroachment Agreement and Commercial Driveway Permit have been issued for each entrance as part of the superstreet widening project for Hwy 15-501. A copy of the Encroachment Agreement for Curb and Gutter, Pavement Widening and Storm Drainage is included with the preliminary plat submittal. The internal roadway serving the lots is proposed as a 54 foot wide private right-of-way. The private r/w will be a portion of the individual parcels. Maintenance of the private R/W will be the responsibility of the developer and/or a commercial property owners association.

Road Names: The road names Market Chapel Road and Coharie Pines Drive have been approved by the Emergency Operations Office as suitable to submit to the Board of Commissioners for approval. The name Market Chapel Road will serve the two entrances off 15-501 and all other parcels except for Parcels 2A, 2B, and 3. The applicant has stated that Parcels 2A, 2B, & 3 may be recombined into one exempt, over 10 acre parcel in the future. Per EOC, if these lots/parcels are recombined, and the road name, Coharie Pines Drive, is not required to be used in SD East, the road name could be used elsewhere in the Briar Chapel Development in the future.

Site Plan: The pre-2008 Subdivision Regulations states in part in Section 6.4 C (3) "Properties reserved or platted for commercial, institutional or industrial purposes shall be adequate in size to provide for the type of use and development contemplated.....Land subdivided for commercial, institutional or industrial use shall follow the major subdivision procedure with preliminary plat review by the Board of County Commissioners. Land shall not be platted for commercial, institutional or industrial purposes unless the subdivider can demonstrate the following to the Board of County Commissioners:

- A. A site arrangement that prevents undue interference with through traffic.
- B. An integrated parking area.
- C. An insulation against any adverse effect on any present or future adjacent residences.

- D. A parcel size sufficient in area to allow future expansion.
- E. A plan that demonstrates that the first ½ inch of storm water runoff will be managed on site, if more than six (6) percent of the lot area is covered with impervious surfaces such as buildings, parking, and drives.”

Attachment # 3 is a general site plan prepared to demonstrate that the proposed lots will have adequate access; adequate internal traffic flow; that there is sufficient area for parking; that the 50' wide viewshed buffer along Hwy 15-501 and the 300' foot wide perimeter buffer adjacent to Fearington Village and the Betty Stallings properties will insulate against any adverse effect on present or future owners; and that the parcel size will allow for future expansion. Parcel # 10 of 12.78 acres has a limited area for development due to the required buffers and shape of the property. A stormwater management plan for SD East was approved by NCDWR on July 5, 2017. The Briar Chapel development, including all residential and non-residential lots, is limited to 24% impervious surface coverage. Per the Impervious Surface Summary submitted with the preliminary plat application, SD East is proposed to have a maximum of 869,458 square feet / 19.96 acres of impervious surface coverage. The updated summary states that the project is proposed to have 23.01% overall coverage at build-out. Prior to obtaining building permits on any of the lots, the owner/developer will present a specific site plan for review by the Zoning Administrator for review of the lighting plan, signage, and adequate parking for the proposed use(s).

Staff recommends the final plat(s) include a note regarding cross access easements for all parcels. Per the cover letter, dated July 19, 2017, there will be no pedestrian access to SD East from Briar Chapel by way of 'sidewalks, greenways, paths or trails' due to development of the synchronized street plan for 15-501 in order to keep traffic moving; however, all commercial components will have sidewalk accessibility between and among the commercial elements of SD East.

Permits: Other agency permits required for preliminary plat approval have been received which include Chatham County Erosion Control, USACOE 404 Permit, NCDEQ Water Quality 401 Permit, NCDEQ DWQ Wastewater Collection System Extension Permit, NCDEQ DWQ Wastewater Treatment/Reclaimed Water/Spray Irrigation System, Chatham County Public Works Water Plan, NCDEQ Water Main Extension Permit, NCDEQ Authorization to Construct/Water System, and Stormwater Management Plan. The permits can be viewed on the Planning Department webpage at www.chathamnc.org/planning <<http://www.chathamnc.org/planning>> , Rezoning and Subdivision Cases, 2017.

Water/Sewer: County water is available and will be utilized. Sewer service will be provided by the Briar Chapel WWTP.

Historical / Archaeological: Per the application, there are no cemeteries or structures eligible for the National Register within the project area of SD East nor any structures or cemeteries 50 years old or older.

Conditional Use Permit Stipulations: The applicant has provided an update on the 2014 Conditional Use Permit stipulations. See attachment # 4. As stated in the cover

letter dated July 19, 2017, Conditions #11 and #14 G of the 2014 CUP Revision have been addressed in the final review of SD West, Lots A & D.

Water Features: The preliminary plat Overall Site Plan shows several water features. A portion of these features will be located within the individual parcels/lots. Staff recommends that the final plat(s) label the width of the riparian buffers and show the 10 foot no build area as required. There are two retaining walls shown on the preliminary plan. Both are shown located outside the 10 foot no build area along the streams as required.

Stormwater: There are two stormwater ponds shown on the preliminary plat, Parcel 1 and Parcel 6. Per Rachael Thorn, Water Quality Supervisor, the final plat needs to include the required stormwater note, approximate location of the stormwater BMP (using existing top of bank), label the stormwater easement 'Private'; and specify the entity responsible for maintenance. During discussion of the request at the July 12, 2017 Technical Review Committee meeting, Ms. Thorn emphasized that the Compact Community Ordinance, the Chatham County Stormwater Ordinance, and the 2014 CUP Revision all require a stormwater management plan to be approved by the County Stormwater Administrator prior to approval of a preliminary plat for each phase of the project.

Fire Department Review: Prior to a building permit being issued for a structure, the Fire Marshal will review and approve the plan which will include fire hydrant placement and emergency vehicle access to the structure.

Technical Review Committee: The TRC met on July 12, 2017 to review the request. The discussion included emergency vehicle access to structures, access off Hwy 15-501 and turning movements, submittal of stormwater plans to Chatham County for review and approval, possible future recombination of lots to accommodate end users, and cross access easements for all parcels.

The Planning Board reviewed the request on August 1, 2017. Lee Bowman, Project Manager and Laurie Ford, Senior Vice President with NNP Briar Chapel were present to represent the developer along with Richard Adams, Kimley Horn, and Nicholas Robinson, Attorney-at-Law. Mr. Meyer Liberman was present to represent 131 Fearington Village residents. The Planning Board discussed the request and had concerns / questions regarding whether there would be single family residential use; sewer connection; riparian buffer widths & stream classification; would the two (2) retaining walls proposed interfere with flow of streams; that the stormwater plan was not sufficient to treat the amount of stormwater generated by the commercial development; review of the stormwater plan by the Chatham County Stormwater Administrator; impervious surface coverage; that pedestrian access from the Briar Chapel development, by way of sidewalks, greenways, paths or trails, is required to the commercial components of the development; trails from Fearington Village; and turning movements on access roads. Mr. Liberman spoke and stated that he represented 131 residents in Fearington Village and they had concerns regarding reduction of property values; the 300 foot wide viewshed buffer along the

common boundary is not sufficient to buffer the Fearington residents due to topography of the SD East property; noise and light pollution; and that the developer should provide additional plantings along the common boundary. Ms. RoseMarie Roth a resident of Fearington Village could not attend the meeting but provided an e-mail to the Board members stating her concerns which included: significant safety and quality of life issues, and light and noise pollution due to increased population density and highway traffic. Ms. Roth stated in her e-mail that in the past the developer had offered to install a fence between the development and the boundary lines of Phases I & II of Fearington Village to protect community privacy and quality of life by dampening highway noise. Ms. Roth stated that the proposal for a sound proof-fence along the border of the affected areas of Phase I and II should be resurrected in order to ensure that the Newland development of the adjacent property not degrade the areas of adjacent Fearington Village properties and that the speed limit along 15-501 N be reduced to 45 mph for public safety. See posted e-mail dated August 1, 2017.

Mr. Robinson addressed the Board and stated that there would be no single family residential use on the SD East property, but that there may be multi-family use such as apartments or condominiums since that use is considered commercial; that the sewer would be pumped under 15-501 to the private wastewater treatment plant; that riparian buffer widths and stream classifications would be shown on the final plat; that the placement of the retaining walls will not degrade the existing streams; that a stormwater permit had been issued by NCDEQ to treat the first 1" of stormwater; that the stormwater plans had been submitted to the Stormwater Administrator for review; that the impervious surface proposed would be distributed over the nine (9) lots as needed; that the 2012 and 2014 Conditional Use Permits both state that pedestrian access shall be made to SD West, which has been provided, and that pedestrian access cannot safely be made from Briar Chapel proper to SD East across 15-501 N.

Mr. Adams addressed the Board and stated that he did not know if there were trails within Fearington Village that could provide access to SD East and explained the turning movements of the two entrance points onto 15-501 N.

After the Planning Board meeting, a Planning Board member questioned whether Lot 3 of 14.48 acres is an exempt lot by size, as previously stated by staff, since the access road, Market Chapel Road was labeled as a private right-of-way. Staff reviewed the Definitions and Exemptions in Chapter 7 of Land Use Law in North Carolina which states in part "The statutory definition of a subdivision also includes the following four exemptions:

2. The division of land into parcels greater than ten acres where no street right-of-way dedication is involved".

Chapter 7 goes on to state "If all lots created by a subdivision exceed ten acres and there is no public right-of-way dedication involved, the subdivision is exempt from any and all county subdivision regulation". It is staff's opinion that Lot 3 is an exempt lot because there is no public dedication of right-of-way.

The Chatham County Stormwater Administrator, Brian Burkhart, reviewed and approved

the stormwater plans and calculations on August 25, 2017.

Recommendation:

The Planning Board by a vote of 8-2 and the Planning Department recommend granting approval of the road names *Market Chapel Road and Coharie Pines Drive* and recommend granting preliminary plat approval of **SD East** with the following conditions:

1. The final plat(s) shall include a note regarding cross parking easement for all parcels.
2. The final plat(s) shall include the width of the riparian buffers and label the 10 foot no build area.
3. The final plat shall include the required stormwater note, approximate location of the stormwater BMP (using existing top of bank), label the stormwater easement 'Private'; and specify the entity responsible for maintenance.
4. The County Stormwater Administrator shall review and approve the stormwater management plan prior to construction or installation of infrastructure pursuant to condition #4 of the conditional use permit. (*This condition has been met*)



Chatham County, NC

Text File

File Number: 17-2329

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and Consent Agenda

In Control: Finance

File Type: Agenda Item

Vote on a request to approve Fiscal Year 2017-2018 Budget Amendments

Action Requested: Vote to approve budget amendments as proposed by staff

Introduction & Background: During the fiscal year, the budget must be amended as changing conditions warrant. The fiscal year 2017-2018 budget ordinance authorizes the County Manager to transfer funds within a department without limitation. The Manager may also transfer amounts of up to \$5,000 between departments of the same fund and transfer amounts up to \$50,000 from contingency with a memorandum report of such transfers to the Board. Resolution #2000-43 allows the Finance Officer to transfer amounts from the vehicle replacement fund for the purchase of vehicles approved for replacement in accordance with the fleet management replacement criteria. The Board must approve all other transfers.

Discussion & Analysis: The attached proposed amendments are carry forward amendments for special/restricted funds or previously approved incomplete purchases at fiscal year-end. These amendments must be approved by the Board of Commissioners for fiscal year 2018.

The amount of prior year approved purchase order funds being carried forward to the current fiscal year totals \$151,730 for the General Fund, \$110,716 for the Emergency Telephone 911 Fund, \$452,893 for the Utility Fund, and \$32,485 for the Solid Waste Fund. The amount of restricted funds in the General Fund being carried forward from the prior year totals \$600,501. The amount of funds transferred from contingency total \$52,447.

Budgetary Impact: The proposed amendments increase the General Fund by \$752,231, the E911 Fund by \$110,716, the Utility Fund by \$452,893, and the Solid Waste Fund by \$32,485, all with an increase to appropriated fund balance.

Recommendation: Vote to approve budget amendments as proposed by staff.

FY 2018 Budget Amendments

General Fund

<u>Fund</u>	<u>Department/Division</u>	<u>Account Description</u>	<u>Revenue</u>	<u>Expense</u>	<u>Description</u>
General	Facilities	Appropriated Fund Balance	7,087		FY 2017 Rollover Purchase Order
General	Facilities	Maintenance - Building		7,087	Cary Reconstruction Co LLC
General	Sheriff	Appropriated Fund Balance	33,162		FY 2017 Rollover Purchase Order
General	Sheriff	Maintenance-Vehicle Upfit		33,162	Precision Rescue Vehicles LLC
General	Sheriff	Appropriated Fund Balance	6,800		FY 2017 Rollover Purchase Order
General	Sheriff	Maintenance-Vehicle Upfit		6,800	Mincey's Graphics
General	Sheriff	Appropriated Fund Balance	20,500		FY 2017 Rollover Purchase Order
General	Sheriff	Capital Outlay - Equipment		20,500	Horiba Instruments, Inc
General	Planning	Appropriated Fund Balance	66,884		FY 2017 Rollover Purchase Order
General	Planning	Contracted Services		66,884	Landdesign Inc
General	Central Permitting	Appropriated Fund Balance	15,932		FY 2017 Rollover Purchase Order
General	Central Permitting	Capital Outlay - Equipment		15,932	Harris Computer Systems
General	Recreation	Appropriated Fund Balance	1,365		FY 2017 Rollover Purchase Order
General	Recreation	Grants to Organizations		1,365	Town of Goldston
General	Library	Appropriated Fund Balance	22,974		FY 2017 Rollover Amendment
General	Library	Donation Expenditures		22,974	Library Donations
General	Library	Appropriated Fund Balance	30,416		FY 2017 Rollover Amendment
General	Library	Library Materials-Donated		30,416	Friends Library Materials
General	Library	Appropriated Fund Balance	4,621		FY 2017 Rollover Amendment
General	Library	Library Materials-Donated		4,621	Johnson Trust Materials
General	Library	Appropriated Fund Balance	15,748		FY 2017 Rollover Amendment
General	Library	Library Materials-Donated		15,748	Friends Collection Development Materials
General	Library	Appropriated Fund Balance	113,539		FY 2017 Rollover Amendment
General	Library	Alston Funds		113,539	Alston Funds
General	Soil & Water	Appropriated Fund Balance	920		FY 2017 Rollover Amendment
General	Soil & Water	Donation Expenditures		920	Soil & Water Donations
General	Soil & Water	Appropriated Fund Balance	5,896		FY 2017 Rollover Amendment
General	Soil & Water	USDA-TSP		5,896	USDA-TSP Funds
General	Sheriff	Appropriated Fund Balance	3,705		FY 2017 Rollover Amendment
General	Sheriff	Youth Services		3,705	Youth Services Donations
General	Sheriff	Appropriated Fund Balance	57,065		FY 2017 Rollover Amendment
General	Sheriff	Special Projects		57,065	Civil Processing Fees
General	Sheriff	Appropriated Fund Balance	116,391		FY 2017 Rollover Amendment
General	Sheriff	Special Projects		116,391	Concealed Weapon Fees
General	Health	Appropriated Fund Balance	1,093		FY 2017 Rollover Amendment
General	Health	CCHIP-Contracted Services		1,093	CCHIP Funds
General	Health	Appropriated Fund Balance	3,500		FY 2017 Rollover Amendment
General	Health	Saving Babies Campaign		3,500	Healthy Counties Challenge Funds
General	Health	Appropriated Fund Balance	9,483		FY 2017 Rollover Amendment
General	Health	Donation Expenditures		9,483	Animal Control Donations
General	Health	Appropriated Fund Balance	3,078		FY 2017 Rollover Amendment
General	Health	Donation Expenditures		3,078	Animal Control Specific Purchase Donations
General	Health	Appropriated Fund Balance	9,607		FY 2017 Rollover Amendment
General	Health	I Care Spay/Neuter		9,607	I Care Spay/Neuter Program
General	Health	Appropriated Fund Balance	609		FY 2017 Rollover Amendment
General	Health	Preceptor Funds		609	Preceptor Funds
General	Health	Appropriated Fund Balance	1,093		FY 2017 Rollover Amendment
General	Health	NC Help Prev Diabetes		1,093	NC Help Prev Diabetes Grant
General	Health	Appropriated Fund Balance	16,451		FY 2017 Rollover Amendment
General	Health	UNC Diabetes		16,451	UNC Diabetes Grant
General	Health	Appropriated Fund Balance	588		FY 2017 Rollover Amendment
General	Health	Diabetes Self Management		588	Diabetes Self Management
General	Health	Appropriated Fund Balance	1,280		FY 2017 Rollover Amendment
General	Health	Share Our Strength		1,280	Share Our Strength-Diabetes
General	Health	Appropriated Fund Balance	14,189		FY 2017 Rollover Amendment
General	Health	Minority Diabetes Prevention		14,189	Minority Diabetes Prevention
General	Health	Appropriated Fund Balance	51,616		FY 2017 Rollover Amendment
General	Health	Cost Settlement-One Time		51,616	Cost Settlement-One Time Funds
General	Health	Appropriated Fund Balance	1,500		FY 2017 Rollover Amendment
General	Health	NC Comm Guide Mentorship		1,500	NC Comm Guide Mentorship
General	Emergency Operations	Appropriated Fund Balance	49,757		FY 2017 Rollover Amendment
General	Emergency Operations	Progress Energy Funds		49,757	Progress Energy Funds
General	Social Services	Appropriated Fund Balance	382		FY 2017 Rollover Amendment
General	Social Services	Adoption Funds		382	Special Adoption Funds
General	Register of Deeds	Appropriated Fund Balance	65,000		FY 2017 Rollover Amendment
General	Register of Deeds	ROD02 Contracted Services		65,000	Register of Deeds Automation

Total General Fund Budget Increase (Decrease):

752,231 752,231

FY18 General Appropriated Fund Balance: 5,498,830

Additional Appropriation with Amendments: 752,231

FY18 Total General Appropriated Fund Balance: 6,251,061

FY 2018 Budget Amendments

<u>Fund</u>	<u>Department/Division</u>	<u>Account Description</u>	<u>Revenue</u>	<u>Expense</u>	<u>Description</u>
E911 Telephone	E911 Telephone	Appropriated Fund Balance	110,716		FY 2017 Rollover Purchase Order
E911 Telephone	E911 Telephone	Capital Outlay-Equipment		110,716	Mobile Communications
Total E911 Fund Budget Increase (Decrease):			110,716	110,716	
FY18 E911 Appropriated Fund Balance:			-		
Additional Appropriation with Amendments:			110,716		
FY18 Total E911 Appropriated Fund Balance:			110,716		

<u>Fund</u>	<u>Department/Division</u>	<u>Account Description</u>	<u>Revenue</u>	<u>Expense</u>	<u>Description</u>
Utility	Utility	Appropriated Fund Balance	452,893		FY 2017 Rollover Purchase Order
Utility	Distribution	Contracted Services		299,399	Utility Service Co Inc
Utility	Distribution	Contracted Services		26,530	Tischlerbise Inc
Utility	Water Treatment	Maintenance-Building		4,008	Garland/DBS, Inc
Utility	Water Treatment	Maintenance-Equipment		122,956	The Rovisys Company
Total Utility Fund Budget Increase (Decrease):			452,893	452,893	
FY18 Utility Appropriated Fund Balance:			897,638		
Additional Appropriation with Amendments:			452,893		
FY18 Total Utility Appropriated Fund Balance:			1,350,531		

<u>Fund</u>	<u>Department/Division</u>	<u>Account Description</u>	<u>Revenue</u>	<u>Expense</u>	<u>Description</u>
Solid Waste	Solid Waste	Appropriated Fund Balance	32,485		FY 2017 Rollover Purchase Order
Solid Waste	Solid Waste	Maintenance-Equipment		32,485	Peninsula Plastics Limited
Total Solid Waste Fund Budget Increase (Decrease):			32,485	32,485	
FY18 Solid Waste Appropriated Fund Balance:			206,213		
Additional Appropriation with Amendments:			32,485		
FY18 Total Solid Waste Appropriated Fund Balance:			238,698		

FY2018 Contingency Transfers

<u>Fund</u>	<u>Department/Division</u>	<u>Account Description</u>	<u>Revenue</u>	<u>Expense</u>	<u>Description</u>
General	General Services	Contingency		(2,447)	Budgeted in Contingency in Error
General	Emergency Management	Cont Ser - Forestry Service		2,447	
General	General Services	Contingency		(50,000)	EDC Allocation
General	Economic Development	Allocations - Restricted		50,000	
Total Transfers from Contingency:				<u><u>52,447</u></u>	



Chatham County, NC

Text File

File Number: 17-2336

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Board of Commissioners

File Type: Agenda Item

Vote on a request to authorize Larilee Isley to sign Chatham County Agriculture & Conference Center Rental Agreements.

Action Requested: Vote on a request to authorize Larilee Isley to sign Chatham County Agriculture & Conference Center Rental Agreements.

Introduction/Background: This request is to allow Larilee Isley to sign the rental agreement for events to be held at the Chatham County Agriculture & Conference Center only. As Larilee has direct interaction with the customers as they establish the contract, this process will allow the customer to leave with a signed/executed copy of the rental agreement locking them into their space(S)/date(S)/time(S). This will also alleviate the need to wait for the process of having to route the agreement for signature by the County Manager then issuing executed copies back to the customer at a later date.

Discussion/Analysis:

Budgetary Impact: None

Recommendation: Motion to authorize Larilee Isley to sign CCACC Rental Agreements.



Event Date: _____ through _____

Set-Up Time: Event Start Time: Event End Time:

Event Name: Number of Attendees:

For the best event pre-planning and production, please provide a detailed plan and desired schedule for specific times and aspects of your event.

Renter:

Address:

City: State: Zip:

Contact:

Primary Phone: Secondary Phone:

Email Address:

Note: CCACC Rental time is Sunday – Thursday 7am-9pm with extended hours Friday-Saturday of 7am - midnight, which is inclusive of load-in and load-out. Additional time, if needed or requested, is subject to additional fees.

- A signed contract and advanced payment in full in the amount of \$(_____) must be received to reserve your date(s) and time(s).
- A security deposit in the amount of \$(_____) is due no later than ten (10) days prior to your event.
- If alcohol is being served, an alcohol security deposit in the amount of \$500 is due no later than ten (10) days prior to your event.



- Miscellaneous costs, such as breaks and equipment rental, are due ten (10) days prior to your event.
- A copy of your Special Event Liability Insurance is due ten (10) days prior to your event.
- If alcohol is being served, a copy of your Liquor Liability Insurance is due fifteen (15) days prior to your event.
- Any additional costs required will be due (2) days prior to of your event.

Payments should be made to Chatham County. Electronic Checks and Business Checks are accepted by the County at no charge to the Renter (unless a check is dishonored). Payments by credit or debit cards may be made through the County’s third party payment processor PayGov.US, LLC, and are subject to a convenience fee payable to PayGov.Us, LLC.

No refunds of the advanced payment will be paid 7 days prior to an event. Cancellations made 8-89 days prior to the scheduled event will be refunded 50% of the advanced payment. Cancellations made 90 days prior to an event are fully refundable. All cancellations are subject to a cancellation fee in the amount of \$60.00.

Acknowledged, Agreed and Authorized by Renter:

Signature: _____

(Please Print Name): _____

Date: _____

Acknowledged, Agreed and Authorized by Chatham County Agriculture & Conference Center:

Signature: _____

Title: _____

Date: _____



EVENT SPACE RENTAL AGREEMENT AND CONTRACT

Please initial and date the following pages.

CONDITIONS AND RESPONSIBILITIES OF THE RENTER

Please read the material below to make sure you understand the requirements of providing for everyone's safety and to keep the **Chatham County Agriculture & Conference Center** a well maintained and safe location for all users.

Initials: _____ **Date:** _____

DEPOSIT/RENTAL FEES

A signed contract and payment in full for the space rental fee in the amount of \$_____ must be received to reserve your date(s) and time(s). Miscellaneous costs, such as equipment rental and breaks are due ten (10) days prior to your event. Any additional costs that arise will be due two (2) days prior to your event.

Initials: _____ **Date:** _____

INSURANCE

Special Event Liability Insurance in an amount of not less than \$1 Million dollars is required for ALL Renters and is due no later than ten (10) days prior to your event. The insurance must, at Renter's sole expense, provide public liability and personal property damage insurance, insuring Chatham County, its elected officials, officers employees, contractors, and contracted vendors against all claims or losses for bodily injury, property damage, personal injury and other loss arising out of the Renter, and Renter's employees, agents, contractors, and invitee's use of the premises, including appurtenances to the premises, during the hours of the Renter's use. Chatham County must be named as additional insured on said policy.

If alcohol is to be served the insurance Policy must include a Host Liquor Liability rider or separate coverage in an amount of not less than \$1 Million dollars to protect the County and the Renter against alcohol related accidents, as Renter is solely liable for the safety of guests. Established Catering Services may use their license and insurance to cover this.

Any caterers and/or outside vendors, companies, and/or institutions **MUST** provide a copy of their Certificate of Insurance and Catering License to the CONFERENCE CENTER, naming Chatham County as stated, and must be delivered to the CONFERENCE CENTER at least 10 days prior to the event.



EVENT SPACE RENTAL AGREEMENT AND CONTRACT

Initials: _____ **Date:** _____

LIABILITY

Renter agrees to indemnify, defend, and hold Chatham County/Chatham County Agriculture & Conference Center, its elected officials, officers, employees, contractors and agents harmless from and against any and all liabilities, costs, penalties, or expenses arising out of and/or resulting from the rental and use of the CONFERENCE CENTER.

In the event Chatham County is required to file any action in court in order to enforce any provisions of this Agreement, Renter agrees to pay Chatham County, all reasonable attorney fees, court fees, and costs of suit incurred by Chatham County, including all collection expenses and interest. Any action on this Agreement shall be venued in the Superior Court of Chatham County.

Initials: _____ **Date:** _____

CATERING STANDARDS

Use of Caterers not on the CONFERENCE CENTER'S approved list will need to be in compliance with the CONFERENCE CENTER Catering Statement of Work.

Insurance-All caterers working at the CONFERENCE CENTER are required to have a valid Certificate of Insurance. The CONFERENCE CENTER'S Catering Kitchen is a rentable production space that is to be used for final food presentation, plating, and bussing only (not for cooking or food preparation). Please note that the CONFERENCE CENTER does not provide dishes, glassware, flatware, pots, pans, knives, utensils, or linens. The kitchen production space will be provided in a clean condition and the space must be returned to a clean condition immediately following your event. A final walk-through with a member of our event staff is mandatory at the close of your event. Please refer to the check list posted in the kitchen production area.

Caterers must remove all trash, composting, and recyclables from the CONFERENCE CENTER property and place the same in proper dumpsters off site. All trash, including sorted recyclables and properly sorted compostable, must be collected, properly bagged and removed by the caterer.

Failure to remove and clean will result in additional fees to Caterer and Renter. The CONFERENCE CENTER encourages those renting space to consider green, sustainable, fair trade, ecologically sound cleaning and zero waste solutions. The CONFERENCE CENTER proudly commits to as close to zero waste events as possible.



Initials: _____ Date: _____

LOST AND FOUND

The CONFERENCE CENTER shall have no responsibility for personal effects and possessions left on the premises during or after any event. The CONFERENCE CENTER, does, however, maintain a lost and found and will hold recovered items for up to 30 days.

Initials: _____ Date: _____

GUEST COUNT

Final guest count changes **MUST** be submitted in writing at least ten (10) days prior to your event. Although additions may be made to your guest list up to two (2) days prior to your event, no refunds will be given for any reductions to the guest count received later than ten (10) days prior to your event.

Capacity

- Exhibit Hall (Hall A, B, & C)- 380 at tables, 680 seated, 800 standing reception/folding chairs
- Hall A- 200 at tables, 320 seated, 400 standing reception
- Hall B- 90 at tables, 125 seated
- Hall C- 90 at tables, 125 seated
- Meeting Room 1- 27 at training tables, 32 at round/rectangle tables, 47 seated
- Meeting Room 2- 27 at training tables, 32 at round/rectangle tables, 47 seated
- Meeting Room 3- 27 at training tables, 32 at round/rectangle tables, 47 seated
- Meeting Room 4- 27 at training tables, 32 at round/rectangle tables, 47 seated

Initials: _____ Date: _____

SITE DECORATION

The CONFERENCE CENTER wants every event here to be a special and welcoming experience. Therefore Renter will be allowed to prepare decorations reflecting their Renter's requirements. The staff of the CONFERENCE CENTER will take reasonable actions to rearrange and move any furnishings, including, but not limited to paper artwork, lamps, or seating. No nails, screws, staples or penetrating items are to be used on our walls or floors. **NO** glitter or foil or other (non-paper) confetti is allowed on



EVENT SPACE RENTAL AGREEMENT AND CONTRACT

site. Only low tack tape (blue painter's tape) is allowed on the floors and wall. Any resulting damage will be the responsibility of the Renter.

Initials: _____ **Date:** _____

CONDUCT

The CONFERENCE CENTER is a tobacco and drug free facility. There shall be absolutely no drug use, smoking, or tobacco use, including electronic tobacco devices, on the premises at any time. Disparaging remarks or any type of physical violence will not be tolerated and will be cause for immediate expulsion. Renter and guests shall use the CONFERENCE CENTER in a considerate manner at all times. During underage events, chaperones will be required, and underage individuals shall not have "in and out"

privileges. Conduct deemed disorderly in the sole discretion of the CONFERENCE CENTER staff shall be grounds for immediate expulsion from the premises and termination of the rental period. In such cases NO refund of the event costs shall be made.

Initials: _____ **Date:** _____

LIVE MUSIC/DJs/NOISE

The CONFERENCE CENTER encourages music and lots of dancing! However, please be aware that the premises are located within the Pittsboro Town Limits and therefore Pittsboro Town Noise Regulations apply. It is understood and agreed that should Renter's event create a disturbance due to high noise volume, the CONFERENCE CENTER's on site manager shall have full authority to require the Renter, DJ, or live music performer to turn the entertainment volume down and/or off. If repeated disturbances are created, the CONFERENCE CENTER, in its sole discretion, may expel Renter from the premises or end the offending noise. In the event of disturbances to the point of expulsion, no portion of the event costs will be refunded to the Renter. Loud music must end by 9 p.m. during weeknights (Sunday-Thursday) and by midnight on weekends (Friday and Saturday).

Initials: _____ **Date:** _____

CANCELLATION

The Advanced Payment is Non-Refundable from 7 days prior to event.

The Advanced Payment is 50% Refundable from 8-90 days prior to event.

The Advanced Payment is 100% Refundable 90 prior to event. A cancellation fee of \$60 will be applied.

Initials: _____ **Date:** _____



EVENT SPACE RENTAL AGREEMENT AND CONTRACT

INCLEMENT WEATHER POLICY

Force Majeure: If the CONFERENCE CENTER is rendered unusable for the conduct of Renter’s activity by reason of force majeure, Chatham County and Renter are released from their obligations under this Agreement and Contract Force majeure means fire, earthquake, hurricane, flood, act of God, strikes, work stoppages or other labor disturbances, riots or civil commotions, war or other act of any foreign nation, power of government, governmental agency or authority, which is beyond the reasonable control of Chatham County or Renter.

Initials: _____ **Date:** _____

PROMOTIONS AND COPYRIGHT

It is important to the CONFERENCE CENTER that you have a successful event. If the CONFERENCE CENTER agrees to be engaged in the promotion or co-production of your event, it is imperative that we see and approve all marketing messages and communications.

The CONFERENCE CENTER will be happy to provide professionally created images of our space for promotional materials. We hope you will refer others here and are happy to answer any questions you might have about the types of events that can be held here. A representative of the CONFERENCE CENTER and/or promotional materials and signage will be present at all events, and any questions about the space, its contents, or about our upcoming events can be directed to that representative.

Initials: _____ **Date:** _____

LOAD-IN/LOAD-OUT AND STORAGE

All load-ins and load-outs must take place within the designated timeframe given by the CONFERENCE CENTER. If there is an event prior to yours, a timed delivery will be required. The CONFERENCE CENTER is not responsible for checking in or handling any items brought into the venue by rental companies. All external items must be checked in and signed for by the Renter or Renter’s representative. All excess material (such as bubble wrap, boxes, hangers, plastic, etc.) created by deliveries must be removed and disposed of by the rental company, Renter, or Renter’s representative.

Limited storage is available upon request. Additional fees will be applied to any items left overnight or beyond normal load-in/load-out times. This also applies to items left post event for shipment out via courier.

Note: It is your responsibility, not the responsibility of the CONFERENCE CENTER, to ensure that pick-ups are scheduled and executed.

Initials: _____ **Date:** _____



EVENT SPACE RENTAL AGREEMENT AND CONTRACT

CLEANING, TRASH AND EQUIPMENT REMOVAL

The CONFERENCE CENTER will be in a clean condition prior to your event. Within two (2) hours following the event, you are required to return the space to the same clean condition in which it was found. The CONFERENCE CENTER proudly commits to as close to zero waste events as possible.

Initials: _____ **Date:** _____

TOWN, COUNTY, STATE AND FEDERAL LAWS

Renter agrees to comply with all applicable Town, County, State, and Federal laws and shall commit no illegal act on the premises. The CONFERENCE CENTER is a drug free and smoke free facility. NO EXCEPTIONS. Renter shall not sell alcohol on premises at any time. Renter shall not serve alcohol to minors on the premises at any time. Renter agrees, for everyone's safety, to ensure alcoholic beverages are consumed in a responsible manner, and it is Renter's duty to make sure that alcohol is consumed only in a responsible manner, although the foregoing is solely the Renter's responsibility and not the CONFERENCE CENTER'S; notwithstanding the foregoing, the CONFERENCE CENTER reserves the right, in its sole discretion, to expel anyone who in its judgment is intoxicated or under the influence of alcohol or drugs, or who shall in any manner do or participate in any act jeopardizing the rights or insurability of the CONFERENCE CENTER, or the safety of its staff, any guests, or the building contents.

Initials: _____ **Date:** _____

ENTRY AND EXIT

Renter agrees that CONFERENCE CENTER staff may enter and exit premises during the course of the event. Representatives of the CONFERENCE CENTER will be on site during the entire event and will be checking periodically with the responsible parties to insure everything is running smoothly. The Representative will also be checking the bathrooms, the overall premises, replenishing hand towels and toilet paper, and will be available for questions or to respond to needs or issues that may arise at any time.

Initials: _____ **Date:** _____



Chatham County
Agriculture &
Conference Center

EVENT SPACE RENTAL AGREEMENT AND CONTRACT

PUBLIC RECORD STATEMENT

Pursuant to the North Carolina, Public Records Law, any correspondence, documents, or files, including electronic mail messages, and any attachments thereto, sent or received by the the CONFERENCE CENTER may be considered public records and therefore are subject to public record requests for review and copying under the Public Records Law.

Initials: _____ **Date:** _____



Chatham County, NC

Text File

File Number: 17-2324

Agenda Date: 9/18/2017

Version: 1

Status: Public Hearing

In Control: Planning

File Type: Agenda Item

A Legislative public hearing request by Elkins Sawmill to rezone a portion of property, consisting of approximately 57.41 acres, located off of King Road, Parcel No. 5595, from R1, Residential to IH, Heavy Industrial.

Action Requested:

Request by Elkins Sawmill to rezone a portion of property, consisting of approximately 57.41 acres, located off of King Road, Parcel No. 5595, from R1, Residential to IH, Heavy Industrial.

Introduction & Background:

Discussion & Analysis:

Recommendation:



Chatham County, NC

Text File

File Number: 17-2316

Agenda Date: 9/18/2017

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Board of Commissioners

File Type: Resolution

Vote on a request to adopt Resolution Proclaiming September 2017 as Senior Center
Month



Established 1771

CHATHAM COUNTY COMMISSIONERS

Jim Crawford, Chairman
Diana Hales, Vice Chair
Mike Dasher
Karen Howard
Walter Petty

COUNTY MANAGER

Renee Paschal

P. O. Box 1809, Pittsboro, NC 27312-1809 • Phone: (919) 542-8200

Resolution of the Chatham County Board of Commissioners

Proclaiming September 2017 as Senior Center Month

WHEREAS, September is National Senior Center Month—with the theme of Senior Centers: Masters in Aging; and

WHEREAS, this theme affords the opportunity to showcase Chatham’s two State-designated Senior Centers of Excellence, managed by the Chatham County Council on Aging; and

WHEREAS, the Council’s Eastern and Western Senior Centers offer a wide range services and activities for Chatham citizens throughout the county; and

WHEREAS, these services and activities promote physical and mental wellness and active engagement, and include such programs as senior meals, caregiver support, exercise and health promotion, leisure and recreational activities, field trips, falls prevention and other classes, hiking and travel groups, health insurance and tax assistance counseling, information and options counseling, and multiple opportunities for meaningful volunteerism; and

WHEREAS, the Chatham County Council on Aging, its Senior Centers and its many community partners are committed to helping Chatham’s growing population of older adults remain living in their choice of residence for as long as possible.

NOW THEREFORE, BE IT RESOLVED by the Chatham County Board of Commissioners that we do hereby proclaim September 2017 to be Senior Center Month and urge every citizen to take time this month to discover what is offered through Chatham’s two Senior Centers and the Chatham County Council on Aging and to look for ways to participate in their activities as well as contribute to their work.

Adopted by the Chatham County Board of Commissioners on _____.

Jim Crawford, Chairman
Chatham County Board of Commissioners

ATTEST:

Lindsay K. Ray, Clerk to the Board
Chatham County Board of Commissioners



Chatham County, NC

Text File

File Number: 17-2165

Agenda Date: 9/18/2017

Version: 2

Status: Board Priorities

In Control: Planning

File Type: Agenda Item

Vote on a request by NNP Briar Chapel for a revision to the Chatham County Compact Community Ordinance, Section 6.2 Maximum Size, to increase the dwelling unit cap from 2,500 to 2,650.

Action Requested:

A request by NNP Briar Chapel for a revision to the Chatham County Compact Community Ordinance, Section 6.2 Maximum Size, to increase the dwelling unit cap from 2,500 to 2,650.

Introduction & Background:

The Compact Communities Ordinance (CCO) was adopted by the Board of Commissioners in April 2004 after several years of work by the Land Use Plan Implementation Committee (LUPIC). Section 6.2, Maximum Size, states "No compact community shall include more than two thousand five hundred (2,500) dwelling units." Laurie Ford, representing NNP-Briar Chapel, LLC, submitted an application to amend Section 6.2 to increase the dwelling unit cap to 2,650 dwelling units. Section 6.1 of the CCO includes a map outlining the boundaries within which a compact community can be located as follows -

Discussion & Analysis:

A public hearing was held on May 15, 2017 and Nick Robinson, attorney representing Newland Communities, provided a presentation outlining the request. His comments included that the CCO includes a maximum density threshold of 2 dwelling units per acre; maximum impervious surface limit of 24%; a 30% open space requirement; a conditional use permit is required for compact community; and that no amendments were requested of these standards. His comments also included that density should be concentrated where "water, sewer, public parks, education centers, and roadway infrastructure is already available"; would allow a mixed use environment with a concentration of multi-family housing located within commercial areas; and would avoid sprawling development (a copy of the presentation is available on the planning website).

Questions from Commissioners and Planning Board members included whether the multi-family housing could accommodate students from the community college, would the units be rental or owner occupied, and if the wastewater treatment plant capacity was sufficient for the increase in units. Mr. Robinson responded that the multi-family could be available to students, would likely be rentals, and that the wastewater plant did have sufficient capacity for the increased number of dwelling units.

Several people spoke on this item and comments of those opposed to the request included that the increase in units will generate more students and impact the school system; there will be increased traffic on existing two lane roads; there's no guarantee that the additional units will be affordable; the dwelling unit count for Briar Chapel has already been increased from the original 2,389 approval to the current 2,500 maximum; there's been no evaluation of the facilities to support the increasing number of dwelling units and is being done incrementally; there are currently parking issues within the development and additional evaluation is needed; the master plan was worked out in 2004 and the developer keeps requesting changes to permit; and the development is half built out and parking and traffic issues are already a concern. Comments in favor of the amendment were that the developer has been supportive of local non-profit organizations and been a good corporate steward (draft minutes from the Commissioners May 15, 2017 meeting are provided online).

During the drafting of the CCO from 2002 through 2004 there were several discussions by the LUPIC, Planning Board, and Commissioners regarding the density cap for a compact community and how it would apply to the designated area in the ordinance. The following information is a brief review of minutes and documents produced during that time period (digital copies of the documents are provided on the planning website).

- February 25, 2003 Minutes of a joint meeting of LUPIC and Board of Commissioners: The minutes included a Memo from LUPIC Chair to the Chair of the Board of Commissioners dated February 23, 2003 and discussions by the committee to limit a compact community to 1,100 acres and a density of 1,400 to 1,500 dwelling units. Discussion also included the possibility of a two mile separation requirement between compact communities. (the minutes, memo, and supplementary attachments are available online)
- March 29, 2004 Letter from the Board of Commissioners Chair Thomas Emerson, Commissioner Bunkey Morgan, and Planning Board Chair George Lucier to the County Manager and County Attorney: The letter outlines that they “have agreed, in principle, that 2,500 houses is a reasonable maximum limit of controls that can be implemented provided that no other compact community is built in the designated area.” (a copy of the letter is provided online)
- April 6, 2004 Planning Board notes and meeting minutes: The Planning Board discussed the CCO and voted 6-4 to forward the public hearing draft of the ordinance with removal of the waiver provision. The public hearing draft reflects the currently adopted wording for section 6.2 with a dwelling unit cap of 2,500 units. The recommendation did not include a restriction on the number of compact communities within the designated area.

- April 19, 2004 Board of Commissioners notes and meeting minutes: The Board of Commissioners discussed the proposed ordinance and voted 3-2 to adopt it as presented at the public hearing. There are several points the Board may want to discuss including whether there have been sufficient changes in the designated area for a compact community that warrant an increase in the number of dwelling units (i.e. utilities, schools, parks, road infrastructure, etc.), whether sprawling development will result from a denial of the request, and whether an increase in dwelling units will negatively impact areas outside of the designated compact community boundary.

The Planning Board discussed this item during the July 11 meeting and comments included:
Comments specific to the ordinance

- The 2,500 dwelling unit cap was a compromise when the ordinance was drafted between what would be considered an appropriate cap, whether there should only be one compact community in the designated area, and if a separation requirement should be included in the ordinance.
- From a green building perspective a developer would need more density to have a meaningful compact development.
- If the building footprint is not increasing then this would allow multi-family mixed with commercial development under a master plan.
- When the ordinance was adopted the 2,500 unit cap was deemed to be adequate and if this amendment is approved there could be additional requests to increase the cap in the future.
- If approved the increased dwelling unit cap would also be available to another compact community.

Comments specific to Briar Chapel

- If the request is approved then Briar Chapel could increase the multi-family allocation from 200 to 350 without reducing the units allocated to single family dwellings.
- Briar Chapel will still be grandfathered under the pre-2008 Subdivision Regulations even if the increase is approved.
- Are 350 multi-family units needed when there are other mixed use developments with fewer multi-family units that are still successful?
- A significant amount of open space is set aside for Briar Chapel and that will continue. There were also comments about the allowed uses within the open space ranging from spray irrigation for treated wastewater to trails.

The Planning Board continued discussion of the text amendment during their August 1, 2017 meeting and discussion included:

Comments Specific to Briar Chapel

- The approved master plan caps the number of units at 2,500 units. If the cap is increased to accommodate additional units for multi-family will reduce the number of units allocated to single-family residential. This would impact the number of anticipated single-family units contributing to the homeowners association and reduce the expected revenue to cover HOA expenses.
- Whether mixed use buildings could be used in the commercial areas, where commercial uses are on the first floor with apartments above.
- Whether the voluntary \$2,000 educational facilities fee would apply to the multi-family units.
- That the only way to stop traffic and school issues would be to stop development.
- Concern about complaints from residents within Briar Chapel and that the current density cap is not working.
- An additional 150 units is not significantly different from the current 2,500 dwelling unit cap and that multi-family units are needed in this area and the county in general.

In response to some of these discussion points representatives for the applicant responded that retail development was in a paradigm shift and mixed use was critical for commercial development and that typical strip development is not surviving and that the voluntary \$2,000 educational facilities fee would apply to each multi-family unit.

The Planning Board, by a vote of 7-3, recommends approval of the text amendment.

The Planning Board, by a vote 7-3, recommends adoption of the following consistency statement - The proposed amendment is consistent with the Land Conservation and Development Plan that includes the following:

- Encourage Compact Communities With A Mix Of Activities As Development Occurs (p. 11)
- Encourage development that incorporates a mix of uses rather than a separation of uses; encourage new development to incorporate other new urbanism features such as pedestrian connections. (p. 11)

Recommendation:

The Planning Board, by a vote 7-3, recommends adoption of a resolution approving the following consistency statement:

The proposed amendment is consistent with the Land Conservation and Development Plan that includes the following:

- Encourage Compact Communities With A Mix Of Activities As Development Occurs (p. 11)
- Encourage development that incorporates a mix of uses rather than a separation of uses; encourage new development to incorporate other new urbanism features such as pedestrian connections. (p. 11)

The Planning Board, by a vote of 7-3, recommends adoption of an ordinance approving an amendment to the Compact Community Ordinance to Section 6.2 Maximum Size, to increase the dwelling unit cap from 2,500 to 2,650.



Chatham County, NC

Text File

File Number: 17-2168

Agenda Date: 9/18/2017

Version: 2

Status: Board Priorities

In Control: Planning

File Type: Agenda Item

Vote on a request by NNP Briar Chapel for a revision to the Conditional Use Permit to (1) revise the civic site at the intersection of Andrews Store Rd and Parker Herndon Rd (possible Chatham County elementary school site) on master plan to allow for full development of the site (rather than just 2 acres as shown), (2) create the possibility of having up to 2,650 residential units (currently approved for 2,500), (3) revise the master plan map to reduce the perimeter buffer (a) from 100' to 50' along the frontage with Chapel in the Pines church (at the church's request); (b) from 100' to 50' along the short boundary with Duke Energy ROW at SD-N; and (c) from 100' to 75' along Phase 15-S boundary to eliminate the need to build a retaining wall within the perimeter buffer, (4) revise the color key table on the master plan map to reflect adjustments to residential densities in particular locations, and (5) update the moderately priced dwelling unit requirement for any increase above the original 2,389 approved units.

Action Requested:

A request by NNP Briar Chapel for a revision to the Conditional Use Permit to (1) revise the civic site at the intersection of Andrews Store Rd and Parker Herndon Rd (possible Chatham County elementary school site) on master plan to allow for full development of the site (rather than just 2 acres as shown), (2) create the possibility of having up to 2,650 residential units (currently approved for 2,500), (3) revise the master plan map to reduce the perimeter buffer (a) from 100' to 50' along the frontage with Chapel in the Pines church (at the church's request); (b) from 100' to 50' along the short boundary with Duke Energy ROW at SD-N; and (c) from 100' to 75' along Phase 15-S boundary to eliminate the need to build a retaining wall within the perimeter buffer, (4) revise the color key table on the master plan map to reflect adjustments to residential densities in particular locations, and (5) update the moderately priced dwelling unit requirement for any increase above the original 2,389 approved units.

Introduction & Background:

A quasi-judicial public hearing was held on the request on May 15, 2017. Planning staff presented the request, Attorney Nick Robinson presented on behalf of the applicant, expert testimony, as well as comments from residents of Briar were given. A presentation

by the Chatham County Fire Marshal, Tom Bender, was also provided. Due to extensive evidence presented by the applicant and citizens, the Planning Department postponed forwarding the request to the Planning Board by one month as allowed in the zoning ordinance.

The notes are a summary of the changes requested by the applicant and the supporting information provided for each item. It will also outline any remaining concerns planning staff have that continue to be unresolved and/or need further discussion. The draft minutes from the four hours of testimony at the public hearing have been attached. Also attached is the revised Master Plan submitted during the hearing and several professional reports related to traffic, market study, housing, etc. Written comments provided during the hearing are also provided online.

The Planning Board discussed this item during their July 11, 2017 meeting.

Planning staff reviewed the notes and highlighted items requiring further review.

There were no proposed changes to what was outlined in the notes. The

following are the items requiring further discussion by the Planning Board:

- **Concerns remain over the enforcement of the parking restrictions that are currently in effect and those that will be forthcoming. The developer is still evaluating options and discussing them with North Chatham Fire Department staff and Briar Chapel residents. A homeowner's association meeting was scheduled during the time between the July and August Planning Board meetings.**
- **Concerns about raising the residential cap in the Compact Community Ordinance for a development that is at half built and that is approved for the current maximum. There were issues raised about traffic, lack of amenities to serve all residents, impacts on the surrounding community, and environmental concerns.**
- **Concerns remain over the increase in traffic on Andrews Store Road with consideration given to the existing amount of traffic that includes two existing schools and the possibility of two new schools. Richard Adams with Kimley-Horn stated that roundabouts may be helpful in these areas but an official assessment needs to be done when appropriate and would be under the direction of NCDOT. He also explained that NCDOT has an internal group designated to evaluate school sites.**

The applicant's attorney, Nick Robinson, suggested some changes to the wording of the Site Specific Conditions No. 1 and 5. The applicants agree to all other conditions as written. The proposed word changes are: Condition No. 1 - The Master Plan and supporting documentation submitted with this amendment shall be the guide for development of remaining phases of the project. The road system, buffers, water features, and open spaces shall remain as shown on this master plan unless subsequently modified pursuant to an order entered or a

resolution adopted by the Board of Commissioners; .and Condition No. 5 - An updated impervious surface calculation must be provided within six months from the date of the adopted approval and an engineer assessment of the overall impervious surface calculation will be required at the completion of the project. If county staff requests an updated impervious surface calculation during the development of the project the developer shall provide one within 60 days of such request.

The Planning Board continued discussion on this item during their August 1, 2017 meeting. The majority of the discussion focused on the dwelling unit increase and a minority and majority report have been provided and both have been posted on the county website. The Planning Board recommendations are provided in bold for each of the items noted below.

Discussion & Analysis:

In reviewing and considering approval of an amendment to a Conditional Use Permit, the Board shall find that all of the following Findings of Facts shall be supported. Per the Zoning Ordinance “In considering an application for a conditional use permit the Board of Commissioners shall give due regard that the purpose and intent of this Ordinance shall be served, public safety and welfare secured and substantial justice done. If the Board should find, after public hearing, the proposed conditional use permit should not be granted, such proposed permit shall be denied.” The findings are as follows:

Finding 1 - The use requested is among those listed as an eligible conditional use in the district in which the subject property is located or is to be located. A compact community continues to be a permitted use within the CCO district it is located.

- **The Planning Board voted 10-0 to recommend approval of this finding.**

Finding 2 - The requested conditional use permit or revision to the existing permit is either essential or desirable for the public convenience or welfare;

- **The Planning Board voted 7-3 to recommend approval of this finding. A minority report was submitted citing support could not met due to lack of affordable housing, traffic issues, walkability, and watershed protection.**

Finding 3 - The requested permit or revision to the existing permit will not impair the integrity or character of the surrounding or adjoining districts, and will not be detrimental to the health, safety or welfare of the community.

- **The Planning Board voted 7-3 to recommend approval of this finding. A minority report was submitted citing support could not be met for the same and other reasons as noted for Finding #2 and in the report.**

Item 1 - The application includes a revision to the civic site located at the intersection of Andrews Store and Parker Herndon Roads to provide more flexibility for a Chatham County Elementary School in order for the school system to begin preparations for

engineering and site planning. The school administration has confirmed the need for an additional elementary school site in this area of the county. County water and the Briar Chapel wastewater treatment plant (WWTP) will serve the location. The revised master plan details the site as the entire tract being Parcel No. 79946, 26.627 acres per the Chatham County Tax registry located at the corner of Andrews Store Road and Parker Herndon Road.

There were concerns expressed about increased traffic on an already busy three mile roadway with two existing schools and one more under consideration, in addition to the elementary school. A publication on roundabouts was provided by a resident and is attached for consideration. If an elementary school locates on the property, NCDOT will review the traffic impacts and determine the improvements that will be needed. A report from NCDOT or the traffic consultant will also be required to show new traffic count information if warranted.

Since there isn't a site plan to review at this time, a review of the landscaping, parking, lighting, signage and building locations cannot be reviewed by the Chatham County Appearance Commission (CCAC). A condition is noted below if approved.

This is recommended for approval by planning staff.

- **The Planning Board by vote of 9-1 recommends approval of Item 1.**

Item 2 - Increase the dwelling unit cap to 2,650 residential units (currently approved for 2,500). The applicant also filed an amendment to the Company Community Ordinance (CCO) to increase the current cap 2,500 unit total. The entire compact community area map extends beyond the confines of Briar Chapel. At present, Briar Chapel is approved for the maximum number of dwelling units currently allowed by the CCO and other compact communities could be approved within the compact community area outlined in the ordinance. In a 2014 CUP revision request by the applicant, they requested an increase from 2,389 units to the maximum allowed by the ordinance in order to construct approximately 200 multi-family dwelling units. In the previous submittal, the applicant stated "The CUP has always provided for this mix as it currently allows for 80 multi-family/townhouse units within SD-N and SD-W. Developers have made it clear that, in order to be financially viable, the number of multi-family/townhouse units within the Special Districts needs to be approximately 200. Adding 120 residential units to the project, however, would put the project over the 2,500 unit maximum imposed by the CCO. Rather than seek a change to that number, Applicant has resolved to "borrow" from the previously approved 2,389 residential units in order to make a multi-family/townhouse project viable when or if such a 200 unit multi-family/townhouse proposal comes to fruition." This implied that there wouldn't be a need for an increase in the overall dwelling unit cap for the project.

There were concerns raised about increased traffic with the additional units. The application included a letter from Richard Adams with Kimley-Horn and Associates that included "Our understanding is that the developer views it as unlikely to develop 2,650 residential units and more than 301,500 s.f. of commercial development (but no more

than the approved 510,000 s.f.). However, if such a scenario should arise, we expect that the developer would be required to seek approval of a revised TIA from the North Carolina Department of Transportation." A new TIA was not performed but a condition has been applied as noted below, if approved.

The developer also stated residents of the multi-family dwelling units would not be permitted to utilize the Briar Chapel amenities, which they believe would help with internal traffic concerns and overcrowding of the amenities themselves. This is not enforceable by the county and is considered a private covenant agreement with the tenants and the HOA. The amendment to the Compact Communities Ordinance is recommended for approval by the Planning Board.

- **The Planning Board by vote of 7-3 recommends approval of Item No 2. The minority and majority reports provide more detail about the opposing viewpoints.**

Item 3a - A reduction in the perimeter buffer of 50 feet along the boundary with Chapel in the Pines church to allow for additional parking. This property is landlocked between Mann's Chapel Road and Great Ridge Parkway with an easement given to them by the developer. The increase in Impervious Surface must be taken into account for the entire Briar Chapel community. This information has not been provided to date but is being prepared by the applicant.

This is recommended for approval by planning staff. A revised impervious surface calculation summary has been provided and currently complies with the 24% limit.

The Planning Board by vote of 10-0 recommends approval of Item No 3a.

Item 3b - A reduction from 100' to 50' along the boundary with Duke Energy ROW at SD-North. At the request of staff, the applicant has provided a site map of this area showing what is to be disturbed/removed in order to accommodate parking (the exhibit has been posted on the planning website as SD-North Buffer Exhibit and is attached). The property adjoins the Duke Energy power transmission line easement. The county has not received an approval letter from Duke Energy on this issue and whether or not they will permit it and what landscaping, if any, they will permit to be planted on the edge of the parking area that is at a perimeter boundary. A condition has been noted below if approved.

The Planning Board by vote of 9-1 recommends approval of Item 3b with the stated condition No. 4 below.

Item 3c - A reduction from 100' to 75' along Phase 15-S boundary to eliminate the need to construct a retaining wall at edge of the perimeter buffer. This boundary adjoins property that is not owned by Newland Communities. The developer stated if the reduction couldn't be approved, they would need to build a retaining wall to further support that section of that phase of residential development. However, a subdivision preliminary plat has been submitted for approval by the Board of Commissioners and is scheduled for action on July 17. The preliminary plat included all regulatory permits needed to

construct this phase, and the erosion control plan has been approved which doesn't include a reduction into the buffer, and the retaining wall location was shown on the plan.

This is recommended for denial by planning staff.

The Planning Board by vote of 10-0 recommends denial of Item No. 3c.

Item 4 - Propose a revision the color key table on the master plan map to reflect adjustments to residential densities in particular locations. When the application was originally submitted, there was a phase noted at the northern area of the development that was be proposed for multi-family dwellings. During discussion with residents on Briar Chapel and county staff, it was later decided to remove the request for multi-family in that area. Single family dwelling units and townhomes may be constructed per the revised master plan that was provided during the public hearing.

During the public hearing staff questioned the applicant about the area adjoining the Dollar property, which is shown as the white rectangle in the middle of north of the project that accesses Mann's Chapel Road. There is no buffer shown around these properties on the master plan; however, the developer has provided an exhibit with a 50' buffer for these properties that will allow for grading and revegetation (the exhibit has been posted on the planning department website and is attached). The Dollar property was included as part of the original approval of Briar Chapel in 2005. In 2013, the owners submitted applications to rezone the properties from the compact community designation to R-1, Residential, which was subsequently approved by the Board of Commissioners.

The Planning Board by vote of 9-1 recommends approval of Item 4 with the conditions as noted below.

Item 5 - Provide a proposed payment-in-lieu option for the provision of affordable housing units for the additional dwelling units. First, The applicant has proposed to continue providing a payment of \$460.44 per unit above the 2,389 dwelling units following the current process, which is payment at the time of final plat submittal. Second, the applicant has proposed a lump sum payment of \$33,346.19 for the balance of the dwelling units using a methodology similar to what was applied in 2012. At that time a \$900,000 payment was provided to the county for the balance of the affordable housing lots under the original conditional use permit. Staff has requested additional information from the applicant regarding the 2012 lump sum payment to use for comparison.

The Planning Board did not make a recommendation on this matter deeming it an administrative matter between the applicant and the county. At the time these notes were written the applicant and County Manager's Office were still discussing this item. This item will need to finalized prior to the Board of Commissioners taking action on the conditional use permit amendment.

Finding 4 - **The requested permit will be or remain consistent with the objectives of the Land conservation and Development Plan.** The development was approved in 2005 and the conditional use permit was amended in 2012 and 2014. The development is on-going and continues to comply with the current Land Conservation and Development

Plan. The development includes a mix of residential units, as well as complementary non-residential uses. The northeastern portion of the county has continued to experience rapid development in part due to its proximity to RTP, Wake, Orange, and Durham Counties. The developer continues to work with the county Land and Water Resources department to take measures to protect ground and surface waters.

The Planning Board by vote of 7-3 recommends approval of Finding 4. Please refer to the minority report for the recommendations for denial.

Finding 5 - Adequate utilities, access roads, storm drainage, recreation, open space, and other necessary facilities have been or are being provided consistent with the County's plans, policies, and regulations. The development will continue to utilize the county water system and the applicant indicated that wastewater treatment plant has been permitted with adequate capacity to support the approved development, as well as the requested increase. Recreation and open space will continue to be protected and provided through site design and compliance with ordinances and regulations.

There has been an on-going concern over the road network within the development and proper access for emergency vehicles, as well as ease of general traffic of the residents. Planning staff participated in two separate ride-alongs with the North Chatham Fire Department to gain first-hand knowledge of the obstacles and issues that the fire department has noted on several occasions. Photos and videos were taken by staff and shown at the public hearing. The footage indicated that there are issues for emergency vehicle access due to informal on-street parking. There have been discussions between the developer, staff, and the fire department and remedies are being discussed to address some concerns. They are:

- Intersection markings to restrict parking within a certain distance to allow for proper emergency vehicle turning movements.
- Restrictions to one side only parking on roads with higher density residential lots.
- Maintaining a minimum clearance width, etc.

Discussions between the developer, staff, and fire department are on-going but significant progress and plans have been made and presented to planning staff and the planning board in that they are agreeable to the proposed changes to be implemented by the developer and HOA of Briar Chapel. **The Planning Board by vote of 9-1 recommends approval of Finding 5.**

An updated impervious surface calculation is required due to the expansion of the parking area for Chapel in the Pines Church and SD North, addition of rock/stones that have been placed along some of the roads to address rutting that has occurred at the edge of pavement, and the removal of the Dollar property from the compact community land calculation. This is conditioned below.

Recommendation:

The Planning Board recommends approval of the proposed amendment and adoption of a resolution amending the conditional use permit as noted above to the Board of

Commissioners. The Planning Board voted recommend approval with the exception of the reduction of the 100' buffer to 75' along the boundary of Phase 15S.

As noted in the Discussion & Analysis section of the notes, the affordable housing payment for the additional lots was under discussion at the time the notes were written.

An agreement has been made prior to the Board of Commissioners taking action on conditional use permit amendment. Additionally, language will need to be included in the conditional use permit to reflect the agreement reached by the applicant and county.

The following conditions are requested as part of this approval:

Site Specific Conditions

1. A revised Master Plan shall be provided to the Planning Department reflecting no reduction to the perimeter buffer along the boundary of Phase 15S as was requested in the amendment application.
2. The revised Master Plan and supporting documentation submitted with this amendment shall be the guide for development of remaining phases of the project. The road system, buffers, water features, and open spaces shall remain as shown on this master plan unless subsequently modified pursuant to an order entered or a resolution adopted by the Board of Commissioners.
3. The site plan for the proposed school to be located on the civic site of Briar Chapel must be reviewed by the Chatham County Appearance Commission before any land disturbing activities commence.
4. A Traffic Impact Analysis shall be required if the developer intends to construct 2,650 dwelling units and exceed 301,500 square feet of non-residential development.
5. An approval letter from Duke Energy must be provided before land disturbing activity can begin on the northern portion of SD North as shown on the supplementary exhibit. This letter should detail what is permitted within the Duke Power easement and any landscaping that may be provided to shield the view from US 15-501.
6. An updated impervious surface calculation must be provided within six months from the date of the adopted approval and an engineer assessment of the overall impervious surface calculation will be required at the completion of the project. If county staff request an updated impervious surface calculation during the development of the project, the developer shall provide one within 60 days of such request.

Standard Site Conditions

7. The application, standards and adopted regulations of the applicable ordinances and policies, and the approved recommendations as provided for and/or conditioned, are considered to be the standards as set forth and shall comply as stated. Changes or variations must be approved through the Planning Department or other approving board before any such changes can take place. These include but are not limited to landscaping, lighting, signage, parking, building construction,

etc.

8. All required local, state, or federal permits (i.e. NCDOT commercial driveway permits, NCDWQ, Chatham County Land and Water Resources, Environmental Health Division, Building Inspections, Fire Marshal, etc.) shall be obtained, if required, and copies submitted to the Planning Department to the initiation of the operation/business.

Standard Administrative Conditions:

9. Fees - Applicant and/or landowner shall pay to the County all required fees and charges attributable to the development of its project in a timely manner, including, but not limited to, utility, subdivision, zoning, and building inspections.
10. Continued Validity - The continued validity and effectiveness of this approval was expressly conditioned upon the continued compliance with the plans and conditional listed above.
11. Non-Severability - If any of the above conditions is held to be invalid, this approval in it's entirety shall be void.
12. Non-Waiver - Nothing contained herein shall be deemed to waive any discretion on the part of the County as to further development of the applicant's property and this permit shall not give the applicant any vested right to develop its property in any other manner than as set forth herein.