



Chatham County, NC

Meeting Agenda - Final

Board of Commissioners

Monday, April 16, 2018

6:00 PM

Historic Courthouse Courtroom

Work Session - 2:30 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

[18-2580](#)

Receive and vote on a request by the Hispanic Liaison for \$10,000 to help assist the Johnson Mobile Home Park residents.

Attachments: [Proposal to Chatham County 04.16.18](#)
[Johnson's Chatham Contract Budget 04.16.18](#)

[18-2566](#)

System Development Fee Study for Water Facilities presentation and request to set a Public Hearing for June 18, 2018

Attachments: [Water System Development Fee Study Chatham County NC Draft 03.29.18 \(0](#)
[Chatham County System Dev Fee Presentation for 04.16.18](#)

[18-2576](#)

Presentation by the Coalition to End Homelessness Chatham Task Force and a request for \$13,000 for emergency housing and transportation.

Attachments: [Chatham County Presentation](#)
[AGENCY BROCHURE - Feb 2018](#)
[Chatham County Budget Revised 040618](#)

[18-2565](#)

A request to endorse list of ranked transportation projects located in Chatham County to be used to formulate local input points for Triangle Area Planning Organization (TARPO) as a part of North Carolina Department of Transportation's prioritization process.

Attachments: [Chatham Ranked list of scored SPOT 5.0 projects](#)
[Chatham Scores of submitted projects](#)

CLOSED SESSION

[18-2577](#)

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

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:

[18-2571](#)

Vote on a request to approve the March 19, 2018 Work and Regular Session Minutes.

Attachments: [Draft Minutes 03.19.2018](#)

[18-2511](#)

Vote on a request to adopt revisions to the Chatham County Zoning Ordinance.

Attachments: [Proposed Ordinance Amendments PowerPoint](#)
[More information from the Planning Department website](#)

[18-2555](#)

Vote on a request to approve the 2018 Audit Contract with Martin Starnes & Associates, CPAs, PA and increase the Finance budget by \$15,000 to cover additional compliance testing

Attachments: [Martin Starnes Contract for FY 2018](#)
[2018 Single Audit Engagement Letter](#)

- [18-2575](#) Vote on a request to approve Hazen & Sawyer to develop a comprehensive water and wastewater utility master plan and approve Renee Paschal, County Manager to sign the contract on behalf of the County, after review by the County Attorney.
- [18-2557](#) Vote on a Request to approve the bid from Bar Construction in the amount of \$264,840 for Collection Center Improvements and Authorize County Manager to execute the contract.
- [18-2556](#) Vote on a request to approve Fiscal Year 2017-2018 Budget Amendments as proposed by staff
Attachments: [April Budget Amendment 2017-2018](#)
- [18-2558](#) A request by Kirk Metty on behalf of Lewis Metty Development Co. for subdivision **Final Plat** approval of **Cedar Mountain, Phase 3C**, consisting of 12 lots on 28.050 acres, located off SR-1540, Jones Ferry Rd, Cedar Grove Rd., and Cedar Mountain Rd, parcel #1611 and #1721.
Attachments: [More Information from Planning Department Website](#)
- [18-2568](#) Vote on a request to approve Tax Releases and Refunds
Attachments: [March 2018 Release and Refund Report](#)
[March 2018 NCVTS Pending Refund Report](#)
[March 2018 Manual NCVTS Pending Refund Report](#)
- [18-2569](#) Vote on a request to adopt a Resolution Amending the Chatham County Personnel Policy
Attachments: [Resolution Amending PP April 2018-Tobacco Free](#)
- [18-2570](#) Vote on a request to adopt a Resolution Honoring Chatham County's Outstanding Volunteers of 2018
Attachments: [Chatham County Volunteer Discriptions 2018](#)
[Outstanding Volunteers Resolution](#)
- [18-2553](#) Vote on a request to accept Proclaiming April 2018 as Child Abuse Prevention Month.
Attachments: [April 2018 Proclaim Child Abuse Prevention Month](#)
- [18-2572](#) Vote on a request to adopt a Resolution Proclaiming May 2018 as Vulnerable Adult and Elder Abuse Awareness Month.
Attachments: [ElderAbuseAwarenessMonth2018boc resolution](#)

- [18-2573](#) Vote on a request to adopt a Resolution Proclaiming May 2018 as Older Americans Month.

Attachments: [OlderAmericansMonth2018boc resolution](#)

- [18-2574](#) Vote on a request to approve the exemption of permitting and planning fees for projects funded by Chatham County.

End of Consent Agenda

PUBLIC INPUT SESSION

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BOARD PRIORITIES

- [18-2567](#) Vote on a request by Warren Mitchell, P. E. on behalf of Jones Ferry Properties, LLC for subdivision **First Plat** review of **Morgan Ridge Subdivision**, consisting of 16 lots on 52.20 acres, located off Jones Ferry Road, SR-1942 (entrance in Orange County), parcel #1443.

Attachments: [More Information found on the Planning Board Website](#)

PUBLIC HEARINGS

- [18-2559](#) A Legislative Public Hearing request by the Chatham County Board of Commissioners to rezone parcels 5379 and 5842, containing approximately 984 acres, from CU IND-H Conditional Use Heavy Industrial and R-1 Residential to IND-H Heavy Industrial, located off of Moncure Flatwood Road.

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

- [18-2564](#) A Legislative Public Hearing request by Moncure Holdings, LLC to rezone Parcels 65277, 66669, 5369 and 5623 and portions of Parcels 5620 and 65276 from R-1 Residential and Conditional Use Heavy Industrial to IH Heavy Industrial General Use being a total of 686.45 acres, located off the Moncure Flatwoods Road and Christian Chapel Church Road, Cape Fear Township.

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

[18-2560](#) A Legislative Public Hearing request by Scott Griffis dba Courtesy Towing to rezone Parcels 5150 and 5804 (2.91 acres collectively) from R-1 Residential to IL Light Industrial General Use located at 860 Pea Ridge Road, Cape Fear Township.

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

[18-2561](#) A Legislative Public Hearing request by Dale & Mary Stansell to rezone an additional .25 acres of Parcel No. 5248 located at 1060 New Elam Church Road from R-1 Residential to CD-NB Conditional District Neighborhood Business to expand the existing boat and RV storage facility, Cape Fear Township.

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

[18-2563](#) A Legislative Public Hearing to consider County-initiated rezonings of businesses in the formerly unzoned portion of Chatham County.

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

[18-2562](#) A Quasi-Judicial request by Beth & Joseph Pendola dba Old Lystra Inn, Parcel No. 18649, located at 1164 Old Lystra Road, for a Conditional Use Permit for a Bed and Breakfast Inn on approximately 10.034 acres, Williams Township.

Attachments: [More information from Planning Department website](#)

MANAGER' S REPORTS

COMMISSIONERS' REPORTS

ADJOURNMENT



Chatham County, NC

Text File

File Number: 18-2580

Agenda Date: 4/16/2018

Version: 1

Status: Agenda Ready

In Control: Board of Commissioners

File Type: Agenda Item

Agenda Number:

Receive and vote on a request by the Hispanic Liaison for \$10,000 to help assist the Johnson Mobile Home Park residents.



EL VÍNCULO HISPANO / THE HISPANIC LIAISON

• 200 N. Chatham Ave., Siler City, NC 27344 • www.evhnc.org • info@evhnc.org •

Memo: Renee Paschal, Chatham County Manager
Diana Hales, Chair of the Board of Commissioners

Date: 04/10/18

Re: Scope of services and budget proposal for helping Johnson's residents

Dear Renee and Diana,

The Hispanic Liaison respectfully requests \$10,000 from Chatham County to enable us to help the 28 families living at Johnson's mobile home park who are being evicted by Mountaire Farms. See budget attached.

The scope of services and assistance to be provided to each of the families include:

1. Ensure that families receive the financial compensation from Mountaire:
 - Conduct individual intake interviews to assess current situation and individual needs
 - Help families secure a copy of their mobile home titles, as needed
 - Coordinate with title owners to sign release documents (if title owner is not the resident)
 - Coordinate with the families to sign and notarize the agreement documents required by Mountaire
 - Coordinate with Mountaire to issue checks to the residents, which will be made in three separate installments:
 - \$2,500 upon signing Mountaire's release agreement
 - \$2,500 upon delivering mobile home title after moving out
 - \$3,300 after all residents have moved out by July 31
 - Mountaire will issue checks and deliver them to The Liaison; we will call the residents to pick up and acknowledge receipt for each check.
2. Support related to receipt of financial compensation:
 - Assist families to open bank accounts to deposit the funds, as needed
 - Organize meeting for families who receive public assistance (medicaid, food stamps, SSI) to inform them about their legal rights and potential consequences. Attorneys from the NC Justice Center will present the information and answer questions.
 - Assist families in communicating with DSS/SSA, as needed
3. Help families secure housing and move by July 31:
 - Coordinate for inspections of mobile homes that can be moved
 - Help residents who can move mobile homes secure a new mobile home park, and negotiate for help with moving costs.
 - Help residents who can't move their homes to find housing
 - Help residents fill out housing applications, as needed
 - Review leases and/or contracts for purchase, address related issues and/or coordinate legal assistance
 - Recruit and coordinate volunteers to help families who need help moving

We appreciate your assistance and consideration,

Ilana Dubester
Executive Director
ilana@evhnc.org 919-260-6210

Hispanic Liaison of Chatham County
Contract Budget ~ Assistance for Johnson's MHP Families
April 16 to August 15, 2018

INCOME	April 16 to August 15 2018
Chatham County Contract	\$ 10,000
TOTAL	\$ 10,000

EXPENSES	April 16 to August 15 2018
Personnel	\$ 8,098
Occupancy	\$ 1,377
Supplies, Copying, Printing	\$ 425
Texting service	\$ 100
TOTAL	\$ 10,000
Surplus or Deficit:	\$ 0



Chatham County, NC

Text File

File Number: 18-2566

Agenda Date: 4/16/2018

Version: 1

Status: Work Session

In Control: Public Works

File Type: Agenda Item

Agenda Number:

System Development Fee Study for Water Facilities presentation and request to set a Public Hearing for June 18, 2018

Action Requested:

Receive the presentation, release the Draft Report for 45 day public comment period, and set a public hearing for June 18, 2018.

Introduction & Background:

- Prior to the adoption of North Carolina S.L. 2017-138 (House Bill 436), Chatham County was given the authority under a 1987 session law, Chapter 460, to collect impact fees from developers to help defray the costs of constructing capital improvements including those for water and sewer systems.
- With the adoption of S.L. 2017-138, Chatham County, along with all local governments, was given direct authority to charge a development fee for water and sewer systems.

Discussion & Analysis:

Requirements of the Session Law:

- A qualified professional must develop the development fee on a written analysis, using general accepted engineering and planning practices. A qualified professional is defined as "a financial professional or a licensed professional engineer qualified by experience and training or education to employ generally accepted accounting, engineering, and planning methodologies to calculate system development fees for public water and sewer systems."
 - TischlerBise is a fiscal, economic, and planning consulting firm specializing in the cost of growth services with qualified planners and financial consultants on staff. Our services include development fees, fiscal impact analysis, infrastructure funding, user fee and cost of service studies, capital improvement plans, and fiscal software. TischlerBise has prepared over 900 development fee studies over the past 37 years for local governments across the United States.
- A system development fee adopted by a local governmental unit under any lawful authority other than this Article and in effect on October 1, 2017, shall be conformed to the requirements of this Article not later than July 1, 2018.
- The fee analysis shall cover a planning horizon of not less than 10 years nor more

than 20 years.

- A system development fee shall not exceed that calculated based on the system development fee analysis.
- The fee analysis calculates a final system development fee per service unit of new development and includes an equivalency or conversion table for use in determining the fees applicable for various categories of demand.
- Current and Proposed Water System Development Fee:
 - For not less than 45 days prior to considering the adoption of a system development fee analysis, the local governmental unit shall post the analysis on its Web site and solicit and furnish a means to submit written comments, which shall be considered by the preparer of the analysis for possible modifications or revisions.
 - After expiration of the period for posting, the governing body of the local governmental unit shall conduct a public hearing prior to consider adoption of the analysis with any modifications or revisions.
 - The local governmental unit shall publish the system development fee in its annual budget or rate plan or ordinance. The local governmental unit shall update the system development fee analysis at least every five years.

How does this relate to the Comprehensive Plan: Provide infrastructure for future development.

Budgetary Impact: Proposed changes to the Water System Development Fee structure

Recommendation: Receive the presentation, release the Draft Report for 45 day public comment period, and set a public hearing for June 18, 2018.

SYSTEM DEVELOPMENT FEE STUDY FOR WATER FACILITIES

Draft

Submitted to:
Chatham County, North Carolina

March 29, 2018

Prepared by:



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SYSTEM DEVELOPMENT FEE STUDY FOR WATER FACILITIES

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INTRODUCTION

Chatham County retained TischlerBise to document land use assumptions and update water development fees under the State of North Carolina's Session Law 2017-138, Public Water and Sewer System Development Fee Act. Counties in North Carolina may assess development fees to offset infrastructure costs for necessary water and sewer systems.

Water system development fees are one-time payments used to construct utility system improvements needed to accommodate new development. The fee represents future development's proportionate share of infrastructure costs. Development fees may be used for infrastructure improvements and/or debt service for growth-related infrastructure. In contrast to other general sources of revenue such as property taxes, development fees may not be used for operations, maintenance, replacement or correcting existing deficiencies.

Please note, calculations throughout this report are based on an analysis conducted using Excel software. Results are discussed in the memo using one-and two-digit places (in most cases), which represent rounded figures. However, the analysis itself uses figures carried to their ultimate decimal places; therefore, the sums and products generated in the analysis may not equal the sum or product if the reader replicates the calculation with the factors shown in the report (due to the rounding of figures shown, not in the analysis).

NORTH CAROLINA DEVELOPMENT FEE ENABLING LEGISLATION

Prior to the adoption of North Carolina Session Law (S.L.) 2017-138 (House Bill 436), Chatham County was given the authority under a 1987 session law, Chapter 460, to collect impact fees from developers to help defray the costs of constructing capital improvements including those for water and sewer systems.

With the adoption of S.L. 2017-138, Chatham County, along with all local governments, was given direct authority to charge a development fee for water and sewer systems.

See Appendix C for the full S.L. 2017-138.

Qualified Professionals

According to S.L. 2017-138, a qualified professional must calculate the development fee based on a written analysis, using general accepted engineering and planning practices. A qualified professional is defined as "a financial professional or a licensed professional engineer qualified by experience and training or education to employ generally accepted accounting, engineering, and planning methodologies to calculate system development fees for public water and sewer systems."

TischlerBise is a fiscal, economic, and planning consulting firm specializing in the cost of growth services with qualified planners and financial consultants on staff.¹ Our services include development fees, fiscal impact analysis, infrastructure funding, user fee and cost of service studies, capital improvement plans, and fiscal software. TischlerBise has prepared over 900 development fee studies over the past 37 years for local governments across the United States.

SUMMARY OF PROPOSED WATER SYSTEM DEVELOPMENT FEES

Development fees for water and wastewater must be based on the same level of service provided to existing development in the service area. There are three general methods for calculating development fees. The choice of a particular method depends primarily on the timing of infrastructure construction (past or future). Each method has advantages and disadvantages in a particular situation and can be used simultaneously for different cost components. Reduced to its simplest terms, the process of calculating development fees involves two main steps: (1) determining the cost of development-related capital improvements and (2) allocating those costs equitably to various types of development. In practice, though, the calculation of development fees is complicated due to many variables involved in defining the relationship between development and the need for facilities within the designated service area. The following discusses the three basic methods for calculating development fees and how those methods can be applied:

- The Cost Recovery Method is used in instances when a community has oversized a water facility or asset in anticipation of future development. This methodology is based on the rationale that new development is repaying the community for its share of the remaining unused capacity.
- The Incremental Expansion Method documents the current level-of-service standards and assumes there is no existing deficiencies or surpluses in capacity. Revenues are used to expand or provide additional facilities, as needed, to accommodate new development. The method is best suited for public facilities that expand in regular increments to keep pace with development.
- The Plan-Based Method utilizes a community's adopted plans, or engineering studies, to determine water capital improvements needed to serve new development.

Evaluation of Credits

Regardless of the methodology, a consideration of "credits" is integral to the development of a legally defensible development fee that conforms to the North Carolina Public Water and Sewer System Development Fee Act. There are two types of "credits" that should be addressed in development fee studies and ordinances. The first is a revenue credit due to possible double payment situations, which

¹ The study's authors are Julie Herlands, AICP, Vice President of TischlerBise and Colin McAweeney, Fiscal/Economic Analyst at TischlerBise.

could occur when other revenues (e.g., rate revenue) may contribute to the capital costs of infrastructure covered by the development fee. This type of credit is integrated into the fee calculation, thus reducing the fee amount.

The second is a site-specific credit or developer reimbursement for dedication of land or construction of system improvements. This type of credit is addressed in the administration and implementation of the development fee program. For ease of administration, TischlerBise normally recommends developer reimbursements for system improvements.

In Session Law 2017-138, a specific minimum is established for revenue credits: "In no case shall the credit be less than twenty-five percent (25%) of the aggregate cost of capital improvements." To comply with this provision, a credit is applied to projects that have current debt obligations with the credit being at least 25 percent of the calculated capital cost per gallon. The credit calculations for eligible projects and any necessary adjustments made to conform to S.L. 2017-138 are detailed in the body of this report.

Water System Development Fee

Current and proposed development fees for water facilities are summarized in Figure 1. The fee is calculated for additional capacity in the water systems in Chatham County and should be assessed as such. The proposed fee for a typical single family housing unit is \$3,431. The fee for the developments with a larger meter size than 5/8 x 3/4 inches is based on the capacity ratio provided by the American Water Works Association².

Figure 1. Current and Proposed Water System Development Fee

Meter Size (inches)	Capacity Ratio	Proposed Water Fee	Current Fee	\$ Change	Percent Change
5/8 x 3/4	1.00	\$3,431	\$3,500	(\$69)	-2%
1	1.67	\$5,729	\$7,000	(\$1,271)	-18%
1 1/2	3.33	\$11,425	\$10,000	\$1,425	14%
2	5.33	\$18,287	\$16,000	\$2,287	14%
3	10.00	\$34,310	\$30,000	\$4,310	14%
4	16.67	\$57,194	\$40,000	\$17,194	43%
6	33.33	\$114,355	\$120,000	(\$5,645)	-5%

Source: American Water Works Association, Manual M-6, Water Meters - Selecting, Testing, Installation, and Maintenance; TischlerBise analysis

² See Appendix B.

WATER SYSTEM DEVELOPMENT FEE ANALYSIS

There are three water systems operated by Chatham County: North, Southwest, and Asbury. In terms of usage, the North water system is the largest. The Water System Development Fee is applied to all developments that are connected to the Chatham County water systems, so the water demands in this study are a cumulative total of the three systems.

CURRENT USE AND AVAILABLE CAPACITY

Water use by current customers is determined from County utility billing records. The number of water customers and use for FY2017 is shown in Figure 2. As shown, the three Chatham County water systems have an estimated 8,375 connections with daily maximum demand of 3.18 million gallons per day. Maximum demand is used because water facilities are designed to accommodate maximum demand not average demand. A factor of 1.5 is applied to average daily usage to calculate the maximum demand. This equates to 281 gallons per day per residential connection and 102 gallons per day per person.

For nonresidential usage, employment figures are used. To project jobs just within the water systems (as opposed to Countywide), TischlerBise derived a population per job factor of .28 for the whole county and applied that to the population total within the water systems. (See Appendix A for further detail on demographic assumptions.) Based on this analysis, it is estimated that there are 6,269 jobs and 29 jobs per nonresidential connection in the water system service areas. Consequently, there is an average of 145 gallons per day per job in the County's water systems. The residential water demand, 281 gallons (rounded), is used as Chatham County's water demand per Equivalent Residential Unit (ERU). The ERU is applied to the capital costs per gallon calculated later in the report.

Figure 2. Maximum Day Water System Demand

Land Use	Connections	Total Water Demand, Max (MGD)	Max per Connection (gal)
Residential	8,045	2.26	281
Commercial	194	0.32	1,637
Industrial	76	0.52	6,834
Institutional	60	0.07	1,231
Total	8,375	3.18	379

Source: Chatham County Utilities & Water Division

Jobs Per Connection [1]	19
Gallons Per Nonresidential Connection, Max [2]	2,760
Gallons Per Day Per Job, Max	145
Gallons per Day Per Person, Max [3]	102

[1] Estimated 6,269 jobs in the Chatham County Water System

[2] 330 nonresidential connections

[3] Estimated 22,272 residents

PROJECTED WATER DEMAND

Current average day water demand is estimated at 2.12 million gallons per day (MGD). However, peak day demand can reach 4.05 MGD. Over the next ten years, Chatham County's daily max water demand is expected to increase from 4.05 MGD to 11.9 MGD in 2027. As shown in Figure 3, residential demand is projected to increase by 3.22 MGD and nonresidential demand is projected to increase by 2.61 MGD. Along with residential and nonresidential demands, the total includes system processes and unaccounted-for water demands (listed as Other). Lastly, through interviews with officials from the County, it has been gathered that a new industrial development has been approved which will increase water demand by an additional 1 MGD. This is included in Figure 3 under Industrial. From the base year to 2020, the full 1 MGD demand steadily comes online. Further detail about Chatham County's demographics and growth projections can be found in Appendix A.

Figure 3. Projected Maximum Daily Water Demand

	Base Year 2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total Increase
Population	22,272	24,737	27,201	29,665	31,299	32,932	34,566	36,199	37,833	39,466	41,100	18,827
Jobs	6,269	6,963	7,657	8,350	8,810	9,270	9,730	10,190	10,649	11,109	11,569	5,300
Residential Connections												
Single Family	7,978	8,861	9,743	10,626	11,211	11,796	12,381	12,967	13,552	14,137	14,722	6,744
Multifamily	67	74	82	89	94	99	104	109	114	119	124	57
Total	8,045	8,935	9,825	10,715	11,305	11,895	12,485	13,076	13,666	14,256	14,846	6,801
Nonresidential Connections												
Commercial	194	215	237	258	273	287	301	315	330	344	358	164
Industrial	76	84	93	101	107	112	118	124	129	135	140	64
Institutional	60	67	73	80	84	89	93	98	102	106	111	51
Total	330	367	403	440	464	488	512	536	561	585	609	279
Water Demand, Maximum (MGD)												
Residential	2.26	2.79	3.31	3.83	4.07	4.30	4.54	4.77	5.01	5.25	5.48	3.22
Commercial	0.32	0.36	0.40	0.45	0.49	0.52	0.56	0.60	0.64	0.68	0.72	0.40
Industrial	0.52	0.96	1.40	2.21	2.27	2.32	2.37	2.42	2.48	2.53	2.58	2.06
Institutional	0.07	0.10	0.12	0.14	0.15	0.16	0.17	0.18	0.20	0.21	0.22	0.15
Other	0.88	1.35	1.83	2.31	2.39	2.48	2.56	2.65	2.73	2.81	2.90	2.02
Total	4.05	5.56	7.06	8.94	9.36	9.78	10.21	10.63	11.05	11.48	11.90	7.85

Source: Chatham County Utilities & Water Division; Local Water Supply Plan, 2016; Chatham County CAFR, 2017; TischlerBise analysis

NEED FOR WATER FACILITIES

The Chatham County staff has determined that additional growth-related improvements are necessary. Currently, the County purchases water from several sources to supplement their water production to accommodate the current water demand. To end their dependence on purchasing water and to accommodate the projected increase in water demand from future growth Chatham County, along with regional partnerships, plans to construct a new water facility.

The Western Intake Partners Facility (WIP) includes water withdrawal, treatment, and transmission facilities on the western side of B. Everett Jordan Lake and is a collaborative development between Chatham County, the City of Durham, the Orange Water and Sewer Authority, and the Town of Pittsboro. A feasibility study conducted by Hazen and Sawyer concluded that the regional water treatment facility was the best option to meet Chatham County and the region's long-term water needs.

The WIP facility has a planning horizon of 2060 and includes two phases. The first phase includes construction of a new water treatment and pumping facilities to meet maximum day demands in the year 2040. The subsequent phase includes expansion to accommodate 2060 demand levels. Ultimately, Phase 1 of the WIP facility will add 33 million gallons per day (MGD) to the region and Phase 2 to will increase the capacity of the facility to 54 MGD.

The WIP facility is expected to provide the needed capacity for Chatham County's future development. The Plan-Based Methodology is used for this project to calculate its appropriate capital cost for the Water System Development Fee. The facility will be providing 10 MGD to the County in Phase 1 and 16 MGD in Phase 2. In accordance with Session Law 2017-138, the cost used in the system development fee for the WIP facility will be no longer than 20 years from the base year. Listed in Figure 4, in 2014 the construction and other capital costs totaled \$65,941,000. Utilizing the Turner Building Cost Index³ (the largest general contractor in the United States), the 2014 total is updated to 2017 dollars. The WIP facility's current total cost is estimated at \$77,345,430.

Additional project components to include storage and transmission are included in the development fee calculation and detailed in the next section.

Figure 4. Jordan Lake Partnership Water Facility - Construction and Other Capital Costs

	Phase 1 Costs	%
Construction Subtotal	\$43,459,000	66%
Engineering Costs Subtotal	\$7,842,000	12%
Land Acquisitions and Easements	\$577,000	1%
Contingency	\$12,970,000	20%
Allocation Cost	\$1,093,000	2%
Total (2014 \$)	\$65,941,000	100%
Total (2017 \$) [1]	\$77,345,430	

[1] Total cost has been adjusted to reflect increase in construction costs;

Source: Turner Building Cost Index, 2017

Source: Jordan Lake Partnership Western Intake Feasibility Study, 2014

³ The Turner Building Cost Index's base year is 1967, index value 100. In 2014, the Index was valued at 902. In the fourth quarter of 2017, the Index is valued at 1,058. That is an increase of 17.29%. This increase in construction costs is applied to the 2014 total for the Jordan Lake facility to calculate the 2017 cost.

ADDITIONAL WATER PROJECTS TO BE INCLUDED

In addition to planned facilities, previously completed water facilities that increased the water system's capacity and are currently debt financed can be included into the System Development Fee. There are two such projects in Chatham County to be included in the development fee analysis:

- Western Transmission Mains
- Southeast District Distribution Lines

The Cost Recovery Methodology is used for the West Transmission Main project to calculate its appropriate capital cost for the Water System Development Fee. The project included constructing 162,000 linear feet of water mains, an elevated storage tank (750,000 gallons), and two booster stations. With the completion of the project, the County can better serve current and future development in the Southwest and Asbury Water System. Provided by County staff, the Western Transmission Mains project accounted for 64 percent of a 2012 limited obligation bond. The project's total cost is \$16,660,679. The project's debt obligation is planned to be fully paid by 2028-2029.

The Cost Recovery Methodology is used for the Southeast District Distribution Line project as well. Following a voter-approved referendum, the project included constructing 40 miles of distribution water mains. Three bonds were used to finance the project (Water Series 2010, Water System Series 2010A, and Water System Series 2010B) and they are scheduled to be repaid by 2049. To stay within the 20-year horizon set by S.L 2017-318, the cost of the project will be calculated through 2037. Including principal and interest, the Southeast District Distribution Line project costs \$6,799,637.

Lastly, Chatham County has a longstanding agreement with the Towns of Cary and Apex to purchase 3 MGD of raw water from a water intake facility on the eastern shore of Jordan Lake. The agreement was recently renewed for a 10-year term. Under the Water Intake Service Agreement, Chatham County is responsible for 4.75 percent of the cost of recent projects that expanded the intake facility to 63.2 MGD. Figure 5 lists the capital projects and the dollar amount Chatham County is responsible for under the Cary/Apex Agreement. Chatham County's total cost of the two projects is \$1,095,939.

Figure 5. Cary/Apex Raw Water Intake Capital Projects

Water Pumping Station and Intake Improvements	\$18,196,402
Chatham County Percent of Capital Cost	4.75%
Chatham County Capital Cost	\$864,329
Jordan Lake Aeration System	\$4,876,000
Chatham County Percent of Capital Cost	4.75%
Chatham County Capital Cost	\$231,610
Total Capital Cost	\$1,095,939

Source: Chatham County, Chatham County Water Intake Service Agreement

WATER SYSTEM DEVELOPMENT FEE COMPONENTS

To calculate the Water System Development Fee, a capital cost per gallon of capacity for each of the included projects is needed. There are seven components to the Water System Development Fee:

- Western Intake Partners Water Facility
- Western Transmission Mains – Storage
- Western Transmission Mains – Distribution
- Western Transmission Mains – Credit
- Southeast Distribution Lines
- Southeast Distribution Lines – Credit
- Cary/Apex Raw Water Intake Capital Projects

As illustrated in Figure 6, the Western Intake Partners Water Facility is estimated to cost Chatham County \$77,345,430 (in current dollars) over the next 20 years, which reflects the first phase of the project. This first phase of the facility will add 10 MGD to Chatham County's water systems' capacity. Below, Figure 6 calculates the WIP's capital cost per gallon component of the system development fee. The WIP Facility adds \$7.73 per gallon to the system development fee.

Figure 6. Capital Cost of Jordan Lake Facility

Description	Capacity	Cost
Western Intake Partners Water Facility	10,000,000	\$77,345,430

Total Cost	\$77,345,430
Gallons of Capacity	10,000,000
Cost per Gallon of Capacity	\$7.73

Source: Jordan Lake Partnership Western Intake Feasibility Study, 2014; TischlerBise analysis

The Western Transmission Mains project is separated into storage and distribution components. The storage component is the 750,000-gallon elevated storage tank. The distribution component includes the mains and all other related costs (pump stations, design, construction administration, and land acquisition). From information provided by County staff, the distribution portion of the project has a capacity of 7,250,000 gallons. Figure 7 & Figure 8 illustrate the results. The storage component cost is \$2.09 per gallon and the distribution component cost is \$2.08.

Figure 7. Capital Cost of Western Transmission Mains - Storage Component

Description	Capacity	Cost
Western Transmission - Storage Tank	750,000	\$1,568,467

Total Cost	\$1,568,467
Gallons of Capacity	750,000
Cost per Gallon of Capacity	\$2.09

Source: Chatham County 2011 Capital Improvement Program; Chatham County Bond Ledger Series 2012; TischlerBise analysis

Figure 8. Capital Cost of Western Transmission Mains - Distribution Component

Description	Capacity	Cost
Western Transmission - Distribution	7,250,000	\$15,092,212

Total Cost	\$15,092,212
Gallons of Capacity	7,250,000
Cost per Gallon of Capacity	\$2.08

Source: Chatham County Utilities & Water Division; Chatham County Bond Ledger Series 2012; TischlerBise analysis

The County debt financed the Western Transmission Mains project; therefore, a credit is necessary for future payments. County staff provided a payment schedule for the existing limited obligation bond that was used to finance the project. Figure 9 provides the credit calculation for the payments to be made by Chatham County. To account for the time value of money, annual payments per gallon of max water demand are discounted using a net present value formula based on the applicable discount (interest) rate. This results in a credit per gallon of \$1.16. The credit amount is subtracted from the capital cost per gallon.

Figure 9. Western Transmission Debt Service Payment Schedule

FY	Debt Service	Max Water Demand (MGD)	Cost per Gallon
2017-2018	\$1,011,631	4.1	\$0.25
2018-2019	\$1,001,735	5.6	\$0.18
2019-2020	\$988,113	7.1	\$0.14
2020-2021	\$977,123	8.9	\$0.11
2021-2022	\$968,642	9.4	\$0.10
2022-2023	\$958,907	9.8	\$0.10
2023-2024	\$944,529	10.2	\$0.09
2024-2025	\$935,291	10.6	\$0.09
2025-2026	\$924,608	11.1	\$0.08
2026-2027	\$912,479	11.5	\$0.08
2027-2028	\$902,037	11.9	\$0.08
2028-2029	\$263,467	12.3	\$0.02
Net Present Value (starting FY17-18)			\$1.16

Interest Rate (2018-2021)	4%
Interest Rate (2022-2029)	5%

Source: Chatham County Local Water Supply Plan 2016; Chatham County Bond Ledger Series 2012; TischlerBise analysis

To comply with North Carolina Session Law 2017-138, the revenue credit for the Western Transmission debt needs to be at least 25 percent of the capital cost per gallon. Shown in Figure 10, the combined cost per gallon of the two Western Transmission components is \$4.17 (\$2.09 per gallon for storage plus \$2.08 for transmission). As a result, the credit is 27.7 percent of the cost and in compliance with the Session Law.

Figure 10. Percentage of Credit to Capital Cost, Western Transmission

Cost per Gallon of Capacity	\$4.17
Credit Net Present Value per Gallon	\$1.16
Percentage of Cost Reduced by Credit	27.7%

Source: TischlerBise analysis

Figure 11 provides capacity and cost detail for the Southeast District Distribution Lines project. From information provided by County staff, the distribution lines have a capacity of 4,600,000 gallons per day. The total cost of the project was \$6,799,637. As a result, there is a capital cost of \$1.48 per gallon.

Figure 11. Capital Cost of Southeast District Distribution Lines

Description	Capacity	Cost
Southeast District Distribution Lines	4,600,000	\$6,799,637

Total Cost	\$6,799,637
Gallons of Capacity	4,600,000
Cost per Gallon of Capacity	\$1.48

Source: Chatham County Utilities & Water Division; Chatham County Comprehensive Annual Financial Report 2010; TischlerBise analysis

The County debt financed the Southeast District Distribution lines project; therefore, a credit is necessary for future payments. The payment schedule for the three bonds that were used to finance the project is from Chatham County's 2010 Comprehensive Annual Financial Report (CAFR). Figure 12 provides the credit calculation for the payments to be made by Chatham County. To account for the time value of money, annual payments per gallon are discounted using a net present value formula based on the applicable discount (interest) rate. This results in a revenue credit per gallon of \$0.38. The credit amount is subtracted from the capital cost per gallon.

Figure 12. Southeast District Distribution Lines Debt Service Payment Schedule

FY	Debt Service	Max Water Demand (MGD)	Cost per Gallon
2017	\$254,780	4.1	\$0.06
2018	\$253,823	5.6	\$0.05
2019	\$253,793	7.1	\$0.04
2020	\$253,650	8.9	\$0.03
2021	\$254,395	9.4	\$0.03
2022	\$254,988	9.8	\$0.03
2023	\$254,428	10.2	\$0.02
2024	\$254,755	10.6	\$0.02
2025	\$253,930	11.1	\$0.02
2026	\$253,993	11.5	\$0.02
2027	\$253,903	11.9	\$0.02
2028	\$253,660	12.3	\$0.02
2029	\$253,950	12.7	\$0.02
2030	\$253,950	13.2	\$0.02
2031	\$254,223	13.6	\$0.02
2032	\$254,223	14.1	\$0.02
2033	\$254,223	14.6	\$0.02
2034	\$254,223	15.1	\$0.02
2035	\$254,223	15.6	\$0.02
2036	\$254,169	16.1	\$0.02
2037	\$254,169	16.5	\$0.02
Net Present Value (starting FY17-18)			\$0.38

Interest Rate	4%
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Source: Chatham County Local Water Supply Plan 2016;
Chatham County Comprehensive Annual Financial Report
2010; TischlerBise analysis

To comply with S.L. 2017-138, the revenue credit for the Southeast District Distribution Lines debt needs to be at least 25 percent of the capital cost per gallon. Shown in Figure 13, the credit is 25.6 percent of the cost per gallon, and therefore in compliance with Session Law.

Figure 13. Percentage of Credit to Capital Cost, Southeast District Distribution Lines

Cost per Gallon of Capacity	\$1.48
Credit Net Present Value per Gallon	\$0.38
Percentage of Cost Reduced by Credit	25.6%

Source: TischlerBise analysis

The last project included in the development fee is the Cary/Apex Water Intake Capital Projects. Figure 14 provides the calculation of the cost per gallon of capacity from the Cary/Apex water facility projects. The County purchases 3 MGD from the Cary/Apex facility and is under agreement to pay for a portion (\$1,095,939) of recent capital projects on the facility. This results in a capital cost of \$0.37 per gallon.

Figure 14. Cary/Apex Raw Water Intake Capital Projects

Description	Capacity	Cost
Cary/Apex Water Facility Projects	3,000,000	\$1,095,939

Total Cost	\$1,095,939
Gallons of Capacity	3,000,000
Cost per Gallon of Capacity	\$0.37

Source: Chatham County Water Intake Service Agreement

PROPOSED WATER DEVELOPMENT FEE

Figure 15 summarizes the capital cost factors for the Chatham County Water System Development Fee. After including the debt service credit, the net capital cost per gallon totals \$12.22. The maximum day gallons of demand per Equivalent Residential Unit (ERU) is applied to the capital cost to calculate the proposed Water System Development Fee. The fee for a meter that is 5/8 x 3/4 inches is \$3,431 (\$12.21 per gallon x 281 gallons per day = \$3,431, truncated). For meters that are larger than 5/8 x 3/4 inches, a capacity ratio is applied. The water capacity for each meter size is provided by the American Water Works Association, see Appendix B.

All costs in the System Development Fee calculations are given in current dollars with no assumed inflation over time. Since the Water System Development Fee study is based on a snapshot in time, if cost estimates or other factors change significantly, calculations should be revisited. As the majority of the future capital costs for Chatham County are due to the future Jordan Lake facility project, TischlerBise recommends that the Water System Development Fee be adjusted every year to compensate for the increasing construction costs observed both nationally and in the County. Since costs are expected to increase, this will ensure that future developments are paying their fair share. It is recommended that the adjustment be consistent with the study and use the Turner Building Cost Index.

Figure 15. Capital Cost Factors & Proposed Water System Development Fee

		Cost per Gallon of Maximum Day Capacity	
Jordan Lake Water Facility		\$7.73	
Western Transmission - Storage Tank		\$2.09	
Western Transmission - Distribution		\$2.08	
Southeast District Distribution Lines		\$1.48	
Cary/Apex Water Facility Projects		\$0.37	
Debt Service Credit		-\$1.54	
Capital Cost per Gallon of Capacity =>		\$12.21	
Maximum Day Gallons of Demand per ERU =>		281	

All Development (per meter)					
Meter Size (inches)	Capacity Ratio	Proposed Water Fee	Current Fee	\$ Change	Percent Change
5/8 x 3/4	1.00	\$3,431	\$3,500	(\$69)	-2%
1	1.67	\$5,729	\$7,000	(\$1,271)	-18%
1 1/2	3.33	\$11,425	\$10,000	\$1,425	14%
2	5.33	\$18,287	\$16,000	\$2,287	14%
3	10.00	\$34,310	\$30,000	\$4,310	14%
4	16.67	\$57,194	\$40,000	\$17,194	43%
6	33.33	\$114,355	\$120,000	(\$5,645)	-5%

Source: American Water Works Association, Manual M-6, Water Meters - Selecting, Testing, Installation, and Maintenance; TischlerBise analysis

Note: Proposed water fee is truncated

PROJECTION OF REVENUES

The System Development Fee generates revenue from new development for Chatham County to offset a portion of the capital costs of water facilities. Since accurately projecting meter sizes from future development, especially nonresidential development, is challenging, the net capital cost per gallon of capacity (\$12.21) is applied to population and job projections. Shown in Figure 16, to estimate the revenue from residential development, the population growth is multiplied by the water demand per capita (102 gallons) and the cost per gallon factor. For nonresidential development, the revenue is calculated by multiplying the employment projection by the water consumption per job (145 gallons) and the cost per gallon factor.

Over the next twenty years, Chatham County has identified a need for approximately \$94 million in growth-related water improvements, including \$76.3 million for the Western Intake Partners. As shown at the bottom of Figure 16, projected Water System Development Fee revenue totals \$61.3 million over twenty years. As the Western Intake facility accommodates current water demands and future growth, it is not expected that the system development fee will pay for the entire capital cost.

Figure 16. Water Fee Revenue Projection

	Year	Population	Job
Base	2017	22,272	6,269
Year 1	2018	24,737	6,963
Year 2	2019	27,201	7,657
Year 3	2020	29,665	8,350
Year 4	2021	31,299	8,810
Year 5	2022	32,932	9,270
Year 6	2023	34,566	9,730
Year 7	2024	36,199	10,190
Year 8	2025	37,833	10,649
Year 9	2026	39,466	11,109
Year 10	2027	41,100	11,569
Year 11	2028	42,733	12,029
Year 12	2029	44,367	12,489
Year 13	2030	46,000	12,948
Year 14	2031	47,643	13,411
Year 15	2032	49,286	13,873
Year 16	2033	50,930	14,336
Year 17	2034	52,573	14,799
Year 18	2035	54,216	15,261
Year 19	2036	55,859	15,724
Year 20	2037	57,502	16,186
Twenty-Year Increase		35,230	9,917
Water Demand, per Pop./Job		102	145
Cost per Gallon		\$12.21	\$12.21
Revenue Subtotal		\$43,738,346	\$17,592,390
Revenue Grand Total		\$61,330,737	

Source: TischlerBise analysis

APPENDIX A – LAND USE ASSUMPTIONS

As part of our Work Scope, TischlerBise prepared documentation on demographic data and development projections that are used in the Water System Development Fee Study for Chatham County, NC. The demographic data estimates for 2017 are used in the study calculations as the base year. The development projections are intended solely for the purpose of having an understanding of the possible future pace of service demands, system development fee revenues, and capital expenditures.

The system development fee study only pertains to the areas that are connected to Chatham County water systems (North, Southwest, and Asbury). There are several municipalities that operate their own water systems and households in unincorporated areas of the county may be served by private wells as well.

CHATHAM COUNTY WATER SYSTEMS RESIDENTIAL BASE YEAR ESTIMATE AND PROJECTIONS

Based on Chatham County's Local Water Supply Plan, 2016, and an 8-month water usage report for all three water systems, there are 22,272 residents, 7,978 single family connections, and 67 multifamily connections in the base year; see Figure 17.

The Local Water Supply Plan also provides population projections. In Figure 17, the annual percentage of population growth drives the single and multifamily connection growth. Based on the population growth of 85 percent over the next ten years, there will be an additional 6,744 single family and 57 multifamily connections.

Figure 17. Chatham County Water Systems' Residential Projections, 2017 to 2027

	Base Year 2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total Increase
Population	22,272	24,737	27,201	29,665	31,299	32,932	34,566	36,199	37,833	39,466	41,100	18,827
Percent Increase		11%	10%	9%	6%	5%	5%	5%	5%	4%	4%	85%
Residential Connections												
Single Family	7,978	8,861	9,743	10,626	11,211	11,796	12,381	12,967	13,552	14,137	14,722	6,744
Multifamily	67	74	82	89	94	99	104	109	114	119	124	57
Total	8,045	8,935	9,825	10,715	11,305	11,895	12,485	13,076	13,666	14,256	14,846	6,801

Source: Chatham County Utilities & Water Division, Local Water Supply Plan, 2016; TischlerBise analysis

CHATHAM COUNTY WATER SYSTEMS NONRESIDENTIAL ESTIMATE AND PROJECTIONS

To estimate the number of jobs served by Chatham County water systems, the job-to-population ratio for the entire county is applied to the population of the three water systems. Figure 18 lists the total employment in Chatham County by NAICS codes. There is a total of 20,215 jobs in all of Chatham County.

Figure 18. Chatham County Employment Totals

Industries by NAICS Codes	Employees	Percent
Agriculture, Forestry, Fishing & Hunting	74	0.4%
Mining	4	0.0%
Utilities	249	1.2%
Construction	876	4.3%
Manufacturing	2,106	10.4%
Wholesale Trade	659	3.3%
Retail Trade	2,623	13.0%
Transportation & Warehousing	352	1.7%
Information	400	2.0%
Finance & Insurance	500	2.5%
Real Estate, Rental & Leasing	584	2.9%
Professional, Scientific & Tech Services	803	4.0%
Management of Companies & Enterprises	6	0.0%
Administrative & Support & Waste Management & Remediation	391	1.9%
Educational Services	1,683	8.3%
Health Care & Social Assistance	3,554	17.6%
Arts, Entertainment & Recreation	336	1.7%
Accommodation & Food Services	1,984	9.8%
Other Services (except Public Administration)	1,482	7.3%
Public Administration	1,505	7.4%
Unclassified Establishments	44	0.2%
Total	20,215	100%

Source: ESRI, Business Analyst 2017

Additionally, according to Chatham County's Comprehensive Annual Financial Report, 2017, there is estimated to be 71,815 residents in Chatham County. As a result, the job-to-population ratio is 0.28. By applying that ratio to the population estimated for the water systems (22,272), the employment total is estimated (22,272 residents x 0.28 ratio = 6,269 jobs); see Figure 19.

Furthermore, there are 330 nonresidential connections in the base year, the majority being for commercial purpose. Over the 10-year projection period, there is a projected increase of 164 commercial connections, 64 industrial connections, and 51 institutional connections, per the Water Supply Plan.

Figure 19. Chatham County Water Systems' Nonresidential Projections, 2017 to 2027

	Base Year 2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total Increase
Jobs	6,269	6,963	7,657	8,350	8,810	9,270	9,730	10,190	10,649	11,109	11,569	5,300
Nonresidential Connections												
Commercial	194	215	237	258	273	287	301	315	330	344	358	164
Industrial	76	84	93	101	107	112	118	124	129	135	140	64
Institutional	60	67	73	80	84	89	93	98	102	106	111	51
Total	330	367	403	440	464	488	512	536	561	585	609	279

Source: Chatham County Local Water Supply Plan, 2016; Chatham County CAFR, 2017; TischlerBise analysis

CHATHAM COUNTY WATER SYSTEMS WATER DEMAND PROJECTIONS

Current and future water demands from residential and nonresidential connections are provided in the Utilities & Water Division's Local Water Supply Plan, 2016. The data is provided at a ten-year increment, so an average annual interpolated increase is used to determine annual demand amounts. Displayed in Figure 20 is the residential average and maximum daily consumption in millions of gallons (MGD). Maximum consumption is 1.5x of the average daily amount. In the next ten years, it is projected that the daily maximum demand from residential units on Chatham County's water systems will increase by 3.22 MGD or by 142 percent.

Figure 20. Chatham County Water Systems' Residential Water Demand Projections, 2017 to 2027

	Base Year 2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total Increase
Average Residential (MGD)	1.51	1.86	2.21	2.55	2.71	2.87	3.03	3.18	3.34	3.50	3.66	2.15
Maximum Residential (MGD)	2.26	2.79	3.31	3.83	4.07	4.30	4.54	4.77	5.01	5.25	5.48	3.22

Source: Chatham County Utilities & Water Division, Local Water Supply Plan, 2016; TischlerBise analysis

The current water demands from commercial, industrial, and institutional land uses are listed in Figure 21. Per County Utilities staff, a new industrial development has been approved that will increase water demand by an additional 1 MGD. This additional 1 MGD demand is included in Figure 21 under the Industrial category and gradually comes online from the base year to 2020. By the end of the next ten years, it is projected that the maximum daily demand from nonresidential development in Chatham County's water systems will increase by 2.61 million gallons per day, or an increase of 287 percent from the base year.

Figure 21. Chatham County Water Systems' Nonresidential Water Demand Projections

	Base Year 2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total Increase
Commercial (MGD)	0.21	0.24	0.27	0.30	0.32	0.35	0.38	0.40	0.43	0.45	0.48	0.27
Industrial (MGD)	0.35	0.64	0.93	1.48	1.51	1.55	1.58	1.62	1.65	1.69	1.72	1.37
Institutional (MGD)	0.05	0.06	0.08	0.09	0.10	0.11	0.12	0.12	0.13	0.14	0.15	0.10
Total (MGD)	0.61	0.94	1.28	1.87	1.93	2.00	2.07	2.14	2.21	2.28	2.35	1.74
Maximum Total (MGD)	0.91	1.41	1.92	2.80	2.90	3.00	3.11	3.21	3.31	3.42	3.52	2.61

Source: Chatham County Utilities & Water Division, Local Water Supply Plan, 2016; TischlerBise analysis

CHATHAM COUNTY WATER SYSTEMS SUMMARY

In summary, Figure 22 lists the base year totals and projections for the Chatham County water systems. In the base year, there are 8,045 residential connections, 330 nonresidential connections, and a maximum water demand of 4.05 MGD. The water demand includes other water usages that are unaccounted for and used in system processes. Growth is projected to increase maximum water demand to 11.9 MGD by 2027. The majority of the increase comes from residential, industrial, and other purposes.

Figure 22. Chatham County Water Systems Summary

	Base Year 2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total Increase
Population	22,272	24,737	27,201	29,665	31,299	32,932	34,566	36,199	37,833	39,466	41,100	18,827
Jobs	6,269	6,963	7,657	8,350	8,810	9,270	9,730	10,190	10,649	11,109	11,569	5,300
Residential Connections												
Single Family	7,978	8,861	9,743	10,626	11,211	11,796	12,381	12,967	13,552	14,137	14,722	6,744
Multifamily	67	74	82	89	94	99	104	109	114	119	124	57
Total	8,045	8,935	9,825	10,715	11,305	11,895	12,485	13,076	13,666	14,256	14,846	6,801
Nonresidential Connections												
Commercial	194	215	237	258	273	287	301	315	330	344	358	164
Industrial	76	84	93	101	107	112	118	124	129	135	140	64
Institutional	60	67	73	80	84	89	93	98	102	106	111	51
Total	330	367	403	440	464	488	512	536	561	585	609	279
Water Demand, Maximum (MGD)												
Residential	2.26	2.79	3.31	3.83	4.07	4.30	4.54	4.77	5.01	5.25	5.48	3.22
Commercial	0.32	0.36	0.40	0.45	0.49	0.52	0.56	0.60	0.64	0.68	0.72	0.40
Industrial	0.52	0.96	1.40	2.21	2.27	2.32	2.37	2.42	2.48	2.53	2.58	2.06
Institutional	0.07	0.10	0.12	0.14	0.15	0.16	0.17	0.18	0.20	0.21	0.22	0.15
Other	0.88	1.35	1.83	2.31	2.39	2.48	2.56	2.65	2.73	2.81	2.90	2.02
Total	4.05	5.56	7.06	8.94	9.36	9.78	10.21	10.63	11.05	11.48	11.90	7.85

Source: Chatham County Utilities & Water Division; Local Water Supply Plan, 2016; Chatham County CAFR, 2017; TischlerBise analysis

APPENDIX B – WATER METER CAPACITY

In determining the development fee for meters that are larger than the standard meter size for a single family home, 5/8 x 3/4 inches, a capacity ratio is calculated and then applied to the development fee for a single family home. For example, the water flow capacity for the standard meter size serving a single family home is 30 gallons per minute (gpm). The water flow capacity for a 1.5-inch meter is 100 gpm. The capacity ratio is calculated by dividing the larger meter's capacity by the standard meter's capacity ($100/30 = 3.33$). To calculate the corresponding fee, the ratio is applied to the proposed development fee for the 5/8 x 3/4 meter. The meter capacities shown in Figure 23 are from the American Water Works Association.

Figure 23. Water Meter Capacity Ratios

Meter Size (inches)	Meter Capacity (gpm)	Capacity Ratio
5/8 x 3/4	30	1.00
1	50	1.67
1 1/2	100	3.33
2	160	5.33
3	300	10.00
4	500	16.67
6	1000	33.33

Capacity ratios are based on meter capacity standards published by American Water Works Association, Manual M-6, Water Meters - Selecting, Testing, Installation, and Maintenance

APPENDIX C – NORTH CAROLINA SESSION LAW 2017-138

The text of the Public Water and Sewer System Development Fee Act is provided on the following pages.

GENERAL ASSEMBLY OF NORTH CAROLINA
SESSION 2017

HOUSE BILL 436
RATIFIED BILL

AN ACT TO PROVIDE FOR UNIFORM AUTHORITY TO IMPLEMENT SYSTEM
DEVELOPMENT FEES FOR PUBLIC WATER AND SEWER SYSTEMS IN NORTH
CAROLINA AND TO CLARIFY THE APPLICABLE STATUTE OF LIMITATIONS.

The General Assembly of North Carolina enacts:

SECTION 1. Chapter 162A of the General Statutes is amended by adding a new
Article to read:

"Article 8.

"System Development Fees.

"§ 162A-200. Short title.

This Article shall be known and may be cited as the "Public Water and Sewer System
Development Fee Act."

"§ 162A-201. Definitions.

The following definitions apply in this Article:

- (1) Capital improvement. – A planned facility or expansion of capacity of an
existing facility other than a capital rehabilitation project necessitated by and
attributable to new development.
- (2) Capital rehabilitation project. – Any repair, maintenance, modernization,
upgrade, update, replacement, or correction of deficiencies of a facility,
including any expansion or other undertaking to increase the preexisting
level of service for existing development.
- (3) Existing development. – Land subdivisions, structures, and land uses in
existence at the start of the written analysis process required by
G.S. 162A-205, no more than one year prior to the adoption of a system
development fee.
- (4) Facility. – A water supply, treatment, storage, or distribution facility, or a
wastewater collection, treatment, or disposal facility, including for reuse or
reclamation of water, owned or operated, or to be owned or operated, by a
local governmental unit and land associated with such facility.
- (5) Local governmental unit. – Any political subdivision of the State that owns
or operates a facility, including those owned or operated pursuant to local act
of the General Assembly or pursuant to Part 2 of Article 2 of Chapter 130A,
Article 15 of Chapter 153A, Article 16 of Chapter 160A, or Articles 1, 4, 5,
5A, or 6 of Chapter 162A of the General Statutes.
- (6) New development. – Any of the following occurring after the date a local
government begins the written analysis process required by G.S. 162A-205,
no more than one year prior to the adoption of a system development fee,
which increases the capacity necessary to serve that development:
 - a. The subdivision of land.



- b. The construction, reconstruction, redevelopment, conversion, structural alteration, relocation, or enlargement of any structure which increases the number of service units.
 - c. Any use or extension of the use of land which increases the number of service units.
- (7) Service. – Water or sewer service, or water and sewer service, provided by a local governmental unit.
- (8) Service unit. – A unit of measure, typically an equivalent residential unit, calculated in accordance with generally accepted engineering or planning standards.
- (9) System development fee. – A charge or assessment for service imposed with respect to new development to fund costs of capital improvements necessitated by and attributable to such new development, to recoup costs of existing facilities which serve such new development, or a combination of those costs, as provided in this Article. The term includes amortized charges, lump-sum charges, and any other fee that functions as described by this definition regardless of terminology. The term does not include any of the following:
 - a. A charge or fee to pay the administrative, plan review, or inspection costs associated with permits required for development.
 - b. Tap or hookup charges for the purpose of reimbursing the local governmental unit for the actual cost of connecting the service unit to the system.
 - c. Availability charges.
 - d. Dedication of capital improvements on-site, adjacent, or ancillary to a development absent a written agreement providing for credit or reimbursement to the developer pursuant to G.S. 153A-280, 153A-451, 160A-320, 160A-499 or Part 3A of Article 18, Chapter 153A or Part 3D of Article 19, Chapter 160A of the General Statutes.
 - e. Reimbursement to the local governmental unit for its expenses in constructing or providing for water or sewer utility capital improvements adjacent or ancillary to the development if the owner or developer has agreed to be financially responsible for such expenses; however, such reimbursement shall be credited to any system development fee charged as set forth in G.S. 162A-207(c).
- (10) System development fee analysis. – An analysis meeting the requirements of G.S. 162A-205.

"§ 162A-202. Reserved.

"§ 162A-203. Authorization of system development fee.

(a) A local governmental unit may adopt a system development fee for water or sewer service only in accordance with the conditions and limitations of this Article.

(b) A system development fee adopted by a local governmental unit under any lawful authority other than this Article and in effect on October 1, 2017, shall be conformed to the requirements of this Article not later than July 1, 2018.

"§ 162A-204. Reserved.

"§ 162A-205. Supporting analysis.

A system development fee shall be calculated based on a written analysis, which may constitute or be included in a capital improvements plan, that:

- (1) Is prepared by a financial professional or a licensed professional engineer qualified by experience and training or education to employ generally accepted accounting, engineering, and planning methodologies to calculate system development fees for public water and sewer systems.
- (2) Documents in reasonable detail the facts and data used in the analysis and their sufficiency and reliability.
- (3) Employs generally accepted accounting, engineering, and planning methodologies, including the buy-in, incremental cost or marginal cost, and combined cost methods for each service, setting forth appropriate analysis as to the consideration and selection of a method appropriate to the circumstances and adapted as necessary to satisfy all requirements of this Article.
- (4) Documents and demonstrates the reliable application of the methodologies to the facts and data, including all reasoning, analysis, and interim calculations underlying each identifiable component of the system development fee and the aggregate thereof.
- (5) Identifies all assumptions and limiting conditions affecting the analysis and demonstrates that they do not materially undermine the reliability of conclusions reached.
- (6) Calculates a final system development fee per service unit of new development and includes an equivalency or conversion table for use in determining the fees applicable for various categories of demand.
- (7) Covers a planning horizon of not less than 10 years nor more than 20 years.
- (8) Is adopted by resolution or ordinance of the local governmental unit in accordance with G.S. 162A-209.

"§ 162A-206. Reserved.

"§ 162A-207. Minimum requirements.

(a) Maximum. – A system development fee shall not exceed that calculated based on the system development fee analysis.

(b) Revenue Credit. – In applying the incremental cost or marginal cost, or the combined cost, method to calculate a system development fee with respect to water or sewer capital improvements, the system development fee analysis must include as part of that methodology a credit against the projected aggregate cost of water or sewer capital improvements. That credit shall be determined based upon generally accepted calculations and shall reflect a deduction of either the outstanding debt principal or the present value of projected water and sewer revenues received by the local governmental unit for the capital improvements necessitated by and attributable to such new development, anticipated over the course of the planning horizon. In no case shall the credit be less than twenty-five percent (25%) of the aggregate cost of capital improvements.

(c) Construction or Contributions Credit. – In calculating the system development fee with respect to new development, the local governmental unit shall credit the value of costs in excess of the development's proportionate share of connecting facilities required to be oversized for use of others outside of the development. No credit shall be applied, however, for water or sewer capital improvements on-site or to connect new development to water or sewer facilities.

"§ 162A-208. Reserved.

"§ 162A-209. Adoption and periodic review.

(a) For not less than 45 days prior to considering the adoption of a system development fee analysis, the local governmental unit shall post the analysis on its Web site and solicit and furnish a means to submit written comments, which shall be considered by the preparer of the analysis for possible modifications or revisions.

(b) After expiration of the period for posting, the governing body of the local governmental unit shall conduct a public hearing prior to considering adoption of the analysis with any modifications or revisions.

(c) The local governmental unit shall publish the system development fee in its annual budget or rate plan or ordinance. The local governmental unit shall update the system development fee analysis at least every five years.

"§ 162A-210. Reserved.

"§ 162A-211. Use and administration of revenue.

(a) Revenue from system development fees calculated using the incremental cost method or marginal cost method, exclusively or as part of the combined cost method, shall be expended only to pay:

(1) Costs of constructing capital improvements including, and limited to, any of the following:

a. Construction contract prices.

b. Surveying and engineering fees.

c. Land acquisition cost.

d. Principal and interest on bonds, notes, or other obligations issued by or on behalf of the local governmental unit to finance any costs for an item listed in sub-subdivisions a. through c. of this subdivision.

(2) Professional fees incurred by the local governmental unit for preparation of the system development fee analysis.

(3) If no capital improvements are planned for construction within five years or the foregoing costs are otherwise paid or provided for, then principal and interest on bonds, notes, or other obligations issued by or on behalf of a local governmental unit to finance the construction or acquisition of existing capital improvements.

(b) Revenue from system development fees calculated using the buy-in method may be expended for previously completed capital improvements for which capacity exists and for capital rehabilitation projects. The basis for the buy-in calculation for previously completed capital improvements shall be determined by using a generally accepted method of valuing the actual or replacement costs of the capital improvement for which the buy-in fee is being collected less depreciation, debt credits, grants, and other generally accepted valuation adjustments.

(c) A local governmental unit may pledge a system development fee as security for the payment of debt service on a bond, note, or other obligation subject to compliance with the foregoing limitations.

(d) System development fee revenues shall be accounted for by means of a capital reserve fund established pursuant to Part 2 of Article 3 of Chapter 159 of the General Statutes and limited as to expenditure of funds in accordance with this section.

"§ 162A-212. Reserved.

"§ 162A-213. Time for collection of system development fees.

For new development involving the subdivision of land, the system development fee shall be collected by a local governmental unit either at the time of plat recordation or when water or sewer service for the subdivision or other development is committed by the local governmental unit. For all other new development, the local governmental unit shall collect the system development fee at the time of application for connection of the individual unit of development to the service or facilities.

"§ 162A-214. Reserved.

"§ 162A-215. Narrow construction.

Notwithstanding G.S. 153A-4 and G.S. 160A-4, in any judicial action interpreting this Article, all powers conferred by this Article shall be narrowly construed to ensure that system development fees do not unduly burden new development."

SECTION 2. G.S. 130A-64 reads as rewritten:

"§ 130A-64. Service charges and rates.

(a) A sanitary district board shall apply service charges and rates based upon the exact benefits derived. These service charges and rates shall be sufficient to provide funds for the maintenance, adequate depreciation and operation of the work of the district. If reasonable, the service charges and rates may include an amount sufficient to pay the principal and interest maturing on the outstanding bonds and, to the extent not otherwise provided for, bond anticipation notes of the district. Any surplus from operating revenues shall be set aside as a separate fund to be applied to the payment of interest on or to the retirement of bonds or bond anticipation notes. The sanitary district board may modify and adjust these service charges and rates.

(b) The district board may require system development fees only in accordance with Article 8 of Chapter 162A of the General Statutes."

SECTION 3. G.S. 153A-277 reads as rewritten:

"§ 153A-277. Authority to fix and enforce rates.

(a) A county may establish and revise from time to time schedules of rents, rates, fees, charges, and penalties for the use of or the services furnished or to be furnished by a public enterprise. Schedules of rents, rates, fees, charges, and penalties may vary for the same class of service in different areas of the county and may vary according to classes of service, and different schedules may be adopted for services provided outside of the county. A county may include a fee relating to subsurface discharge wastewater management systems and services on the property tax bill for the real property where the system for which the fee is imposed is located.

...
(a2) A county may require system development fees only in accordance with Article 8 of Chapter 162A of the General Statutes.
...."

SECTION 4.(a) G.S. 160A-314 reads as rewritten:

"§ 160A-314. Authority to fix and enforce rates.

(a) A city may establish and revise from time to time schedules of rents, rates, fees, charges, and penalties for the use of or the services furnished or to be furnished by any public enterprise. Schedules of rents, rates, fees, charges, and penalties may vary according to classes of service, and different schedules may be adopted for services provided outside the corporate limits of the city.

...
(e) A city may require system development fees only in accordance with Article 8 of Chapter 162A of the General Statutes."

SECTION 4.(b) G.S. 160A-317 is amended by adding a new subsection to read:

"(a4) System Development Fees. – A city may require system development fees only in accordance with Article 8 of Chapter 162A of the General Statutes."

SECTION 5.(a) G.S. 162A-6(a) is amended by adding a new subdivision to read:

"(9a) To impose and require system development fees only in accordance with Article 8 of this Chapter."

SECTION 5.(b) G.S. 162A-9 is amended by adding a new subsection to read:

"(a5) An authority may require system development fees only in accordance with Article 8 of this Chapter."

SECTION 6.(a) G.S. 162A-36(a) is amended by adding a new subdivision to read:

"(8a) To impose and require system development fees only in accordance with Article 8 of this Chapter."

SECTION 6.(b) G.S. 162A-49 reads as rewritten:

"§ 162A-49. Rates and charges for services.

(a) The district board may fix, and may revise from time to time, rents, rates, fees and other charges for the use of land for the services furnished or to be furnished by any water system or sewerage system or both. Such rents, rates, fees and charges shall not be subject to supervision or regulation by any bureau, board, commission, or other agency of the State or of any political subdivision. Any such rents, rates, fees and charges pledged to the payment of revenue bonds of the district shall be fixed and revised so that the revenues of the water system or sewerage system or both, together with any other available funds, shall be sufficient at all times to pay the cost of maintaining, repairing and operating the water system or the sewerage system or both, the revenues of which are pledged to the payment of such revenue bonds, including reserves for such purposes, and to pay the interest on and the principal of such revenue bonds as the same shall become due and payable and to provide reserves therefor. If any such rents, rates, fees and charges are pledged to the payment of any general obligation bonds issued under this Article, such rents, rates, fees and charges shall be fixed and revised so as to comply with the requirements of such pledge. The district board may provide methods for collection of such rents, rates, fees and charges and measures for enforcement of collection thereof, including penalties and the denial or discontinuance of service.

(b) The district board may require system development fees only in accordance with Article 8 of this Chapter."

SECTION 7.(a) G.S. 162A-69 is amended by adding a new subdivision to read:

"(8a) To impose and require system development fees only in accordance with Article 8 of this Chapter."

SECTION 7.(b) G.S. 162A-72 reads as rewritten:

"§ 162A-72. Rates and charges for services.

(a) The district board may fix, and may revise from time to time, rents, rates, fees and other charges for the use of and for the services furnished or to be furnished by any sewerage system. Such rents, rates, fees and charges shall not be subject to supervision or regulation by any bureau, board, commission, or other agency of the State or of any political subdivision. Any such rents, rates, fees and charges pledged to the payment of revenue bonds of the district shall be fixed and revised so that the revenues of the sewerage system, together with any other available funds, shall be sufficient at all times to pay the cost of maintaining, repairing and operating the sewerage system the revenues of which are pledged to the payment of such revenue bonds, including reserves for such purposes, and to pay the interest on and the principal of such revenue bonds as the same shall become due and payable and to provide reserves therefor. If any such rents, rates, fees and charges are pledged to the payment of any general obligation bonds issued under this Article, such rents, rates, fees and charges shall be fixed and revised so as to comply with the requirements of such pledge. The district board may provide methods for collection of such rents, rates, fees and charges and measures for enforcement of collection thereof, including penalties and the denial or discontinuance of service.

(b) The district board may require system development fees only in accordance with Article 8 of this Chapter."

SECTION 8. G.S. 162A-85.13 is amended by adding a new subsection to read:

"(a1) The district board may require system development fees only in accordance with Article 8 of this Chapter."

SECTION 9. G.S. 162A-88 reads as rewritten:

"§ 162A-88. District is a municipal corporation.

(a) The inhabitants of a county water and sewer district created pursuant to this Article are a body corporate and politic by the name specified by the board of commissioners. Under that name they are vested with all the property and rights of property belonging to the corporation; have perpetual succession; may sue and be sued; may contract and be contracted with; may acquire and hold any property, real and personal, devised, sold, or in any manner conveyed, dedicated to, or otherwise acquired by them, and from time to time may hold, invest, sell, or dispose of the same; may have a common seal and alter and renew it at will; may establish, revise and collect rates, fees or other charges and penalties for the use of or the services furnished or to be furnished by any sanitary sewer system, water system or sanitary sewer and water system of the district; and may exercise those powers conferred on them by this Article.

(b) The district board may require system development fees only in accordance with Article 8 of this Chapter.

SECTION 10.(a) G.S. 1-52(15) reads as rewritten:

"(15) For the recovery of taxes paid as provided in ~~G.S. 105-381~~ G.S. 105-381 or for the recovery of an unlawful fee, charge, or exaction collected by a county, municipality, or other unit of local government for water or sewer service or water and sewer service."

SECTION 10.(b) This section is to clarify and not alter G.S. 1-52.

SECTION 11. Sections 1 through 9 of this act become effective October 1, 2017, and apply to system development fees imposed on or after that date. Section 10 of this act, being a clarifying amendment, has retroactive effect and applies to claims accrued or pending prior to and after the date that section becomes law. Nothing in this act provides retroactive authority for any system development fee, or any similar fee for water or sewer services to be furnished, collected by a local governmental unit prior to October 1, 2017. The remainder of this act is effective when it becomes law and applies to claims accrued or pending prior to and after that date.

In the General Assembly read three times and ratified this the 29th day of June, 2017.

s/ Daniel J. Forest
President of the Senate

s/ Tim Moore
Speaker of the House of Representatives

Roy Cooper
Governor

Approved _____, m. this _____ day of _____, 2017



System Development Fee Study for Water Facilities

Chatham County, NC

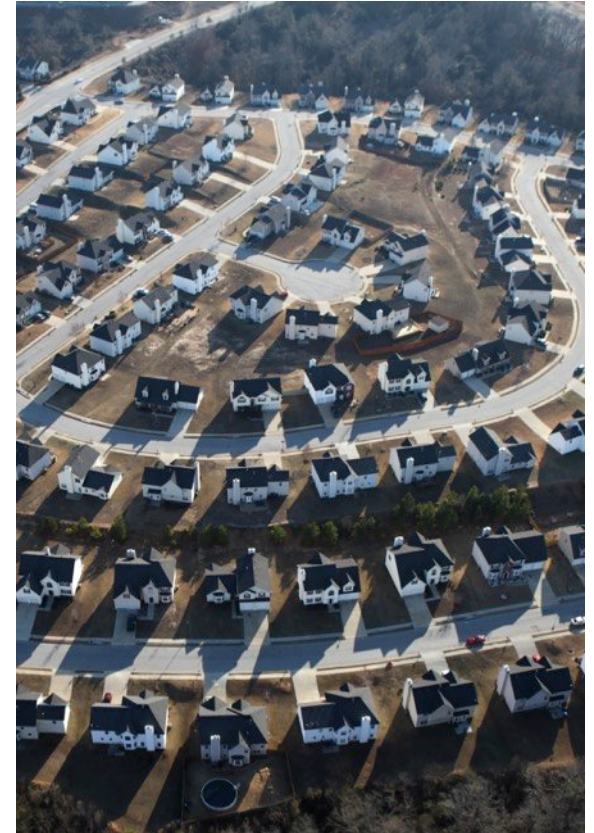
April 16, 2018

(301) 320.6900
TischlerBise.com



Summary

- Authority to Implement Development Fees
- Demographics & Assumptions
 - Growth & Water Demand Projections
 - Equivalent Residential Unit
- Impact Fee Introduction
 - Components, Methods, Allocation
 - Proposed Fees
- Water System Components and calculations



Legislative Authority



TischlerBise
FISCAL | ECONOMIC | PLANNING



Authority and Requirements

SESSION LAW 2017-138 - Public Water and Sewer System Development Fee Act
Chatham County, along with all local governments, was given direct authority to charge a development fee for water and sewer systems. The fee shall only be expended on the cost of constructing capital improvements.

Additionally, according to S.L. 2017-138:

- a qualified professional must calculate the development fee based on a written analysis, using general accepted engineering and planning practices.¹
- Revenue credits must be at least twenty-five percent (25%) of the aggregate cost of capital improvements.
 - Two revenue credits are included in analysis and both satisfy this requirement

¹Our services include development fees, fiscal impact analysis, infrastructure funding, user fee and cost of service studies, capital improvement plans, and fiscal software. TischlerBise has prepared over 900 development fee studies over the past 37 years for local governments across the United States.



Impact Fee Basics

- Facilities / improvements required to serve new development - Yes
- Maintenance and repairs – No
- Excess capacity in existing facilities – Yes
- Improvements required to correct existing deficiencies – No
 - Unless there is a funding plan to meet needs of all development
- Requirements: New Development:
 - Creates the need for the infrastructure
 - Pays its fair share of the cost
 - Receives a benefit from the infrastructure

Demographics & Assumptions





Growth & Water Demand Projections

	Base Year 2017	2027	Total Increase
Population	22,272	41,100	18,827
Jobs	6,269	11,569	5,300
Residential Connections	8,045	14,846	6,801
Nonresidential Connections	330	609	279
Water Demand, Maximum (MGD)	4.05	11.90	7.85

Source: Chatham County Utilities & Water Division; Local Water Supply Plan, 2016;
Chatham County CAFR, 2017; TischlerBise analysis



Equivalent Residential Unit

Land Use	Connections	Total Water Demand, Max (MGD)	Max per Connection (gal)
Residential	8,045	2.26	281
Commercial	194	0.32	1,637
Industrial	76	0.52	6,834
Institutional	60	0.07	1,231
Total	8,375	3.18	379

Source: Chatham County Utilities & Water Division

Jobs Per Connection [1]	19
Gallons Per Nonresidential Connection, Max [2]	2,760
Gallons Per Day Per Job, Max	145
Gallons per Day Per Person, Max [3]	102

[1] Estimated 6,269 jobs in the Chatham County Water System

[2] 330 nonresidential connections

[3] Estimated 22,272 residents

Impact Fee Introduction





Components, Methods, Allocation

Fee Category	Service Areas	Incremental Expansion	Plan-Based	Cost Recovery	Cost Allocation
Water	North, Southwest, and Asbury Water Systems	N/A	Western Intake Partners Water Facility	Western Transmission Main Southeast District Distribution Lines Cary/Apex Raw Water Intake Facility	Water Demand (gallons)



Proposed Fees

All Development (per meter)

Meter Size (inches)	Capacity Ratio	Proposed Water Fee	Current Fee	\$ Change	Percent Change
5/8 x 3/4	1.00	\$3,431	\$3,500	(\$69)	-2%
1	1.67	\$5,729	\$7,000	(\$1,271)	-18%
1 1/2	3.33	\$11,425	\$10,000	\$1,425	14%
2	5.33	\$18,287	\$16,000	\$2,287	14%
3	10.00	\$34,310	\$30,000	\$4,310	14%
4	16.67	\$57,194	\$40,000	\$17,194	43%
6	33.33	\$114,355	\$120,000	(\$5,645)	-5%

Source: American Water Works Association, Manual M-6, Water Meters - Selecting, Testing, Installation, and Maintenance; TischlerBise analysis

Note: Proposed water fee is truncated

Water Facility Components





Western Intake Partners Water Facility

	Phase 1 Costs	%
Construction Subtotal	\$43,459,000	66%
Engineering Costs Subtotal	\$7,842,000	12%
Land Acquisitions and Easements	\$577,000	1%
Contingency	\$12,970,000	20%
Allocation Cost	\$1,093,000	2%
Total (2014 \$)	\$65,941,000	100%
Total (2017 \$) [1]	\$77,345,430	

[1] Total cost has been adjusted to reflect increase in construction costs;

Source: Turner Building Cost Index, 2017

Source: Jordan Lake Partnership Western Intake Feasibility Study, 2014

Description	Capacity	Cost
Western Intake Partners Water Facility	10,000,000	\$77,345,430

Total Cost	\$77,345,430
Gallons of Capacity	10,000,000
Cost per Gallon of Capacity	\$7.73

Source: Jordan Lake Partnership Western Intake Feasibility Study, 2014; TischlerBise analysis



Western Transmission Mains

Description	Capacity	Cost
Western Transmission - Storage Tank	750,000	\$1,568,467

Total Cost	\$1,568,467
Gallons of Capacity	750,000
Cost per Gallon of Capacity	\$2.09

Source: Chatham County 2011 Capital Improvement Program; Chatham County Bond Ledger Series 2012; TischlerBise analysis

Description	Capacity	Cost
Western Transmission - Distribution	7,250,000	\$15,092,212

Total Cost	\$15,092,212
Gallons of Capacity	7,250,000
Cost per Gallon of Capacity	\$2.08

Source: Chatham County Utilities & Water Division; Chatham County Bond Ledger Series 2012; TischlerBise analysis



Western Transmission Mains

Proposed revenue credit

FY	Debt Service	Max Water Demand (MGD)	Cost per Gallon
2017-2018	\$1,011,631	4.1	\$0.25
2018-2019	\$1,001,735	5.6	\$0.18
2019-2020	\$988,113	7.1	\$0.14
2020-2021	\$977,123	8.9	\$0.11
2021-2022	\$968,642	9.4	\$0.10
2022-2023	\$958,907	9.8	\$0.10
2023-2024	\$944,529	10.2	\$0.09
2024-2025	\$935,291	10.6	\$0.09
2025-2026	\$924,608	11.1	\$0.08
2026-2027	\$912,479	11.5	\$0.08
2027-2028	\$902,037	11.9	\$0.08
2028-2029	\$263,467	12.3	\$0.02
Net Present Value (starting FY17-18)			\$1.16

Interest Rate (2018-2021)	4%
Interest Rate (2022-2029)	5%

Source: Chatham County Local Water Supply Plan 2016; Chatham County Bond Ledger Series 2012; TischlerBise analysis

Cost per Gallon of Capacity	\$4.17
Credit Net Present Value per Gallon	\$1.16
Percentage of Cost Reduced by Credit	27.8%

Source: TischlerBise analysis



Southeast District Distribution Lines

Description	Capacity	Cost
Southeast District Distribution Lines	4,600,000	\$6,799,637

Total Cost	\$6,799,637
Gallons of Capacity	4,600,000
Cost per Gallon of Capacity	\$1.48

Source: Chatham County Utilities & Water Division; Chatham County Comprehensive Annual Financial Report 2010; TischlerBise analysis



Southeast District Distribution Lines

Proposed revenue credit

FY	Debt Service	Max Water Demand (MGD)	Cost per Gallon
2017	\$254,780	4.1	\$0.06
2018	\$253,823	5.6	\$0.05
2019	\$253,793	7.1	\$0.04
2020	\$253,650	8.9	\$0.03
2021	\$254,395	9.4	\$0.03
2022	\$254,988	9.8	\$0.03
2023	\$254,428	10.2	\$0.02
2024	\$254,755	10.6	\$0.02
2025	\$253,930	11.1	\$0.02
2026	\$253,993	11.5	\$0.02
2027	\$253,903	11.9	\$0.02
2028	\$253,660	12.3	\$0.02
2029	\$253,950	12.7	\$0.02
2030	\$253,950	13.2	\$0.02
2031	\$254,223	13.6	\$0.02
2032	\$254,223	14.1	\$0.02
2033	\$254,223	14.6	\$0.02
2034	\$254,223	15.1	\$0.02
2035	\$254,223	15.6	\$0.02
2036	\$254,169	16.1	\$0.02
2037	\$254,169	16.5	\$0.02
Net Present Value (starting FY17-18)			\$0.38

Interest Rate	4%
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Source: Chatham County Local Water Supply Plan 2016;
Chatham County Comprehensive Annual Financial Report
2010; TischlerBise analysis

Cost per Gallon of Capacity	\$1.48
Credit Net Present Value per Gallon	\$0.38
Percentage of Cost Reduced by Credit	25.7%

Source: TischlerBise analysis



Cary/Apex Raw Water Intake Facility

Cary/Apex Raw Water Intake Capital Projects	
Water Pumping Station and Intake Improvements	\$18,196,402
Chatham County Percent of Capital Cost	4.75%
Chatham County Capital Cost	\$864,329
Jordan Lake Aeration System	\$4,876,000
Chatham County Percent of Capital Cost	4.75%
Chatham County Capital Cost	\$231,610
Total Capital Cost	\$1,095,939

Source: Chatham County, Chatham County Water Intake Service Agreement

Description	Capacity	Cost
Cary/Apex Water Facility Projects	3,000,000	\$1,095,939

Total Cost	\$1,095,939
Gallons of Capacity	3,000,000
Cost per Gallon of Capacity	\$0.37

Source: Chatham County Water Intake Service Agreement

Capital Cost per Gallon and Proposed Fees

	Cost per Gallon of Maximum Day Capacity
Jordan Lake Water Facility	\$7.73
Western Transmission - Storage Tank	\$2.09
Western Transmission - Distribution	\$2.08
Southeast District Distribution Lines	\$1.48
Cary/Apex Water Facility Projects	\$0.37
Debt Service Credit	-\$1.54
Capital Cost per Gallon of Capacity =>	\$12.21
Maximum Day Gallons of Demand per ERU =>	281

All Development (per meter)

Meter Size (inches)	Capacity Ratio	Proposed Water Fee	Current Fee	\$ Change	Percent Change
5/8 x 3/4	1.00	\$3,431	\$3,500	(\$69)	-2%
1	1.67	\$5,729	\$7,000	(\$1,271)	-18%
1 1/2	3.33	\$11,425	\$10,000	\$1,425	14%
2	5.33	\$18,287	\$16,000	\$2,287	14%
3	10.00	\$34,310	\$30,000	\$4,310	14%
4	16.67	\$57,194	\$40,000	\$17,194	43%
6	33.33	\$114,355	\$120,000	(\$5,645)	-5%

Source: American Water Works Association, Manual M-6, Water Meters - Selecting, Testing, Installation, and Maintenance; TischlerBise analysis

Note: Proposed water fee is truncated



Wrap-Up

- Questions
- Discussion
- Thank you



Chatham County, NC

Text File

File Number: 18-2576

Agenda Date: 4/16/2018

Version: 1

Status: Agenda Ready

In Control: Board of Commissioners

File Type: Agenda Item

Agenda Number:

Presentation by the Coalition to End Homelessness Chatham Task Force and a request for \$13,000 for emergency housing and transportation.

1. Central Piedmont Community Action, Inc (CPCA formerly JOCCA) was awarded an Emergency Solutions Grant through the state of NC to provide rapid rehousing services to 9 families during the period January 2018 – December 2018. The grant was in the amount of \$34,962 provided as part of the PRACC Region 6.
 - a.) Rapid rehousing (RRH) is the process of rapidly rehousing someone that is considered homeless by HUD. This means that the individual or family must be either living somewhere that is uninhabitable, in their car, or a shelter.
2. To be assisted in the rapid rehousing program, HUD requires that the individual or family participate in a coordinated assessment process. For PRACC Region 6, the coordinated assessment process (per the Balance of State approved plan) looks like this:
 - a.) Individual or family comes to an access point needing help and verify themselves as homeless. (The access points for Chatham are CPCA, Salvation Army, DSS, and FVRC)
 - b.) If they come to an agency other than CPCA, that agency will complete a prevention and diversion screening to see if the individual/family can go back with their mom, other family member, or if eviction can be prevented. If it cannot, then the agency completes a referral form and sends that form along with the prevention and diversion screening to the CPCA RRH case manager.
 - c.) Once at CPCA, the rapid rehousing case manager completes all the necessary HUD paperwork before putting the information into the Homeless Management Information Systems (HMIS) database.
 - d.) If the individual/family has the necessary eligibility information, the RRH case manager will then need to refer them to one of the shelter's in our Region 6 or house them temporarily in a hotel until the VI-SPDAT screening can be completed at a minimum of 7 days (but the Balance of State recommends waiting 14 days). The VI-SPDAT screening determines if someone doesn't need housing intervention (score 0-3 for individuals and 0-3 for families); if someone needs RRH services (4-7 for individuals and 4-8 for families); and if someone needs permanent supportive housing (8+ for individuals or 9+ for families). VI-SPDAT is an acronym for Vulnerability Index – Service Prioritization Decision Assistance Tool
 - e.) Once an individual has been given the VI-SPDAT and their score has been determined that they need RRH services, the case manager will house them (if we have an affordable housing apartment or house to rent, which is a problem we are running into). If they need Permanent Supportive Housing, the RRH case manager will refer them to Community Link.
 - f.) If no unit or house is available, the individual/family will need to continue to be housed in a hotel or in a shelter.
3. We currently have 7 individuals and/or families at different stages in the process.
4. There is the potential to encounter more families based on the data we collected from the local shelters around Chatham County. Based on the data we received from 2

shelters in Durham, 1 in Lee, and 1 in Orange, there were 57 individuals and/or families that have reported to their shelters from Chatham since July 1, 2017 through February 28, 2018. It may be more, but most shelters said they do not track the data of what county someone is coming from when they enter their shelter.

Highlights of 2016-17 Program Year

- The Community Services Block Grant program served 321 customers. 42 of the projected 45 customers moved above the poverty income levels or 93%.
- The Weatherization Assistance program weatherized 73 of the 84 contracted units or 87%.
- The Workforce Innovation & Opportunity Act program enrolled 333 customers in the Adult, Dislocated Worker, and Youth programs.
- Community Services Block Grant program Director Sheryl Andrews received The Essential Piece 2017 Community Action Employee of the Year award at the NC Community Action Association Conference.
- The Weatherization Assistance program received the Duke Energy Helping Home Fund award and the Best Video award for their demonstration video on how to complete a fog seal test at the NC Community Action Association Conference.

An Equal Opportunity Employer/ Program
Equal Employment Opportunity
Officer, Amber Cole, 919-742-2277
Auxiliary Aids and Services Are Available Upon
Request to Individuals with Disabilities
RELAY NC (TTY) 7-1-1 or 1800-735-2962

50 YEARS OF SERVICE & COUNTING

CPCA'S MISSION

CPCA seeks to make a vital difference in the lives of economically disadvantaged people needing jobs, nutrition, and housing comfort in Orange, Chatham, Randolph, Anson, Richmond, and Durham Counties.

CPCA'S BACKGROUND

Central Piedmont Community Action, Inc. (CPCA) is a private non-profit human service organization established in March 1966 by the Board of Commissioners of Orange and Chatham Counties to seek funds to administer programs to provide services to low-income families and individuals. Programs are developed and approved under the guidance of local Board of Directors consisting of representatives from the private, public, and low-income sectors of the counties. CPCA mobilizes resources from federal, state, and local governments and private foundations to assist low-income families, individuals, and communities.

CPCA'S VISION

By 2020 CPCA will have a significant number of both English and Spanish speaking clients and will be recognized by the community for its outstanding services. CPCA will have numerous new partnerships and substantial resources from both the public and private sectors.

CENTRAL PIEDMONT COMMUNITY ACTION, INC



The Promise of Community Action

Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live.

We care about the entire community and we are dedicated to helping people help themselves and each other.

**COMMUNITY ACTION
PARTNERSHIP**

CPCA'S GOALS

- To assist low-income families and individuals, including the working poor, move from poverty to economic self-sufficiency.
- To place low-income individuals in permanent jobs paying wages above the poverty level.
- To recruit and provide skills development and pre-employment training to the low-income, unskilled, unemployed, and underemployed.
- To assist low-income families and individuals obtain decent, safe affordable housing.
- To assist low-income families and individuals improve their comfort level through the provision of energy conservation measures and heating/air repair and replacement.

Chatham County Office: 919-742-2277
1401 Ross Avenue, Siler City 27344

Orange County Office: 919-245-4342
503 W Franklin Street, Chapel Hill 27516

Randolph County Office: 336-636-5179
703 Farr Street, Asheboro 27203

Durham County Office: 919-797-0888
1007 Broad Street, Durham 27705

PROGRAMS & SERVICES

COMMUNITY SERVICES BLOCK GRANT

- Self-Sufficiency
- Education and Training Support
- Food Assistance
- Standard Housing Placement
- Transportation
- Information and Referral
- Serves Chatham, Durham, Orange and Randolph Counties

RAPID RE-HOUSING

- Utility and Rent Assistance
- Moving Costs
- Housing Search and Placement
- Credit Repair
- Housing Stability and Case Management
- Landlord-Tenant Mediation; Tenant Legal Services
- Serves Chatham County

WEATHERIZATION

- Weatherization and Energy Conservation
- Heating/Air Repair and Replacement Program
- Duct Sealing, Caulking, Air Sealing
- Weather-stripping and Insulation
- Serves Anson, Chatham, Orange and Richmond Counties

Please tear off and return to:

CENTRAL PIEDMONT COMMUNITY ACTION, INC

www.cpcanc.org
www.facebook.com/cpcanc

1401 Ross Avenue
PO Box 626
Siler City, NC 27344

(919) 742-2277 – Phone
(919) 742-2299 – Fax

Natasha J. Elliott, Executive Director
jacksonn@cpcanc.org

Here's how I can help:

[] Here is my tax-deductible contribution payable to CPCA

[] \$25 [] \$50 [] \$75
[] \$100 [] Other_____

[] Interest in Volunteering

[] Interest in Board Membership

Name: _____

Address: _____

Phone: _____

E-mail: _____

BUDGET

Revenue Source		
Chatham County	\$	13,000
TOTAL REVENUE	\$	13,000
Expense Item		
Emergency Housing/Shelter*	\$	10,900
Transportation**	\$	2,100
TOTAL EXPENSES	\$	13,000
Difference	\$	-

* Emergency Housing Shelter computed at \$55/night in hotel x 14 days (length of time need to administer VI-SPDAT) = \$770; \$20/night in Allied Churches x 16 days = \$320 for a total of \$1,090 for a month.
\$1,090 x 10 individuals/families = \$10,900

** Transportation - using Chatham Transit to get to employment and appointments. Also using some of transportation costs for gas to employment and appointments.



Chatham County, NC

Text File

File Number: 18-2565

Agenda Date: 4/16/2018

Version: 1

Status: Work Session

In Control: Planning

File Type: Agenda Item

A request to endorse list of ranked transportation projects located in Chatham County to be used to formulate local input points for Triangle Area Planning Organization (TARPO) as a part of North Carolina Department of Transportation's prioritization process.

Action Requested:

A request to endorse list of ranked transportation projects located in Chatham County to be used to formulate local input points for Triangle Area Rural Planning Organization (TARPO) as a part of North Carolina Department of Transportation's prioritization process.

Introduction & Background:

Under the Strategic Transportation Investments law, NCDOT established and uses the Strategic Mobility Formula, which allocates available revenues based on data-driven scoring and local input, to fund transportation projects statewide efficiently and effectively every 2-3 years.

This process is called Prioritization and is now in its 5th iteration (also called SPOT 5.0 or P 5). It is used to develop NCDOT's State Transportation Improvement Program (STIP), which identifies the transportation projects that will receive funding over a 10-year period (2020-2029). More about the process can be found at this link
<https://www.ncdot.gov/strategictransportationinvestments/> .

As a part of Prioritization, local governments are asked to give input via their regional transportation planning partners during a call for projects and input on local priorities. TARPO has developed a methodology for placing input points on scored projects and can be found at this link

http://www.tarpo.org/docs/topics/SPOT5/20180208_P5_Prioritization_Methodology.pdf
>

Discussion & Analysis:

In summer of 2017, the Board of Commissioners passed a resolution to endorse a priority list of transportation projects to be submitted via TARPO to the prioritization scoring process. The project list for all modes of transportation that was submitted can be viewed at this link

<http://www.tarpo.org/docs/topics/SPOT5/Chatham%20Project%20List.pdf>.

After receiving scores from NCDOT, County staff met with Pittsboro and Siler City staff to rank highest scoring projects by local priority on April 5th 2018.
Please see attached list of projects for Chatham County.

Chatham County Ranked Projects 4/5/18

SPOT ID	Mode	Highest Tier	County	Description	Total Cost	Cost to NCDOT	TARPO %	Regional Impact TOTAL	Division Needs TOTAL
B171009	Bike-Ped	Division	Chatham	SR 1107 (W 3rd St) from SR 1108 (N Chatham Ave) to N Garden Ave - Construct sidewalk.	\$ 834,000	\$ 667,200	100		33.95
T171420	Transit	Division	Chatham	Chatham Transit - Purchase three new ramp-equipped minivans.	\$ 141,000	\$ 126,900	91		33.52
H150762	Highway	Statewide	Chatham	US 64 at NC 751 - Construct interchange. Include provisions for bicycles on NC 751.	\$ 67,000,000	\$ 67,000,000	98	44.81	32.37
B171007	Bike-Ped	Division	Chatham	E Cardinal St/S 10th Ave from SR 2223 (Matthews St) to SR 2103 (E Raleigh St) - Construct sidewalk.	\$ 902,000	\$ 721,600	100		32.36
B171849	Bike-Ped	Division	Chatham	SR 1004 (Martin Luther King Jr Blvd) from US 64 (11th St) to 15th St - Construct sidewalk	\$ 370,000	\$ 296,000	100		28.40
B171034	Bike-Ped	Division	Chatham	SR 1006 (N 2nd Ave) from SR 2100 (E 5th St) to Hilltop Dr - Construct sidewalk.	\$ 853,000	\$ 682,400	100		27.34
B171040	Bike-Ped	Division	Chatham	SR 2208 (S 2nd Ave) from Greenhill Dr to SR 2110 (Alston Bridge Rd) - Construct sidewalk.	\$ 517,000	\$ 413,600	100		27.33
H170589	Highway	Division	Chatham	Chatham Parkway from US 15-501 to end of Chatham Parkway section being built by developer (near Russet Run) - Construct 2-lane road on a 4-lane right-of-way.	\$ 12,500,000	\$ 12,500,000	100		26.87
H171698	Highway	Statewide	Chatham	US 15-501 from US 64 to SR 1919 (Smith Level Rd) - Synchronized street, missing sections.	\$ 39,900,000	\$ 39,900,000	57	32.26	25.98
B171857	Bike-Ped	Division	Chatham	US 15-501 from Powell Place to Northwood High School Rd - Construct sidewalk.	\$ 342,000	\$ 273,600	100		25.72

Chatham County Ranked Projects - 4/5/18

SPOT ID	Mode	Highest Tier	County	Description	Total Cost	Cost to NCDOT	TARPO %	Regional Impact TOTAL	Division Needs TOTAL
H090302	Highway	Regional	Chatham	NC 87 from NC 902 to US 64 Bypass - Widen to 12ft lanes and 4ft paved shoulders.	\$ 10,500,000	\$ 10,500,000	100	31.66	24.66
H170588	Highway	Statewide	Chatham	US 421 at NC 902 - Construct interchange.	\$ 15,500,000	\$ 15,500,000	100	33.25	23.15
B171041	Bike-Ped	Division	Chatham	SR 2113 (Fayetteville Ave) from SR 2208 (S 2nd Ave) to SR 1108 (S Chatham Ave) - Construct sidewalk.	\$ 234,000	\$ 187,200	100		26.05
B171845	Bike-Ped	Division	Chatham	SR 1006/2113 (Second Ave) from Seventh St to Beaver St - Perform road diet	\$ 2,961,000	\$ 2,368,800	100		22.79
B170977	Bike-Ped	Division	Chatham	US 64 Business (West St) from NC 87 to Central Carolina Community College - Construct sidewalk. Provide crosswalks and pedestrian signals at West St/NC 87 intersection.	\$ 149,000	\$ 119,200	100		22.02

Chatham County Project Scores - 4/3/18

SPOT ID	Mode	Highest Tier	County	Description	Total Cost	Cost to NCDOT	TARPO %	Regional Impact TOTAL	Division Needs TOTAL
B171009	Bike-Ped	Division	Chatham	SR 1107 (W 3rd St) from SR 1108 (N Chatham Ave) to N Garden Ave - Construct sidewalk.	\$ 834,000	\$ 667,200	100		33.95
T171420	Transit	Division	Chatham	Chatham Transit - Purchase three new ramp-equipped minivans.	\$ 141,000	\$ 126,900	91		33.52
H150762	Highway	Statewide	Chatham	US 64 at NC 751 - Construct interchange. Include provisions for bicycles on NC 751.	\$ 67,000,000	\$ 67,000,000	98	44.81	32.37
B171007	Bike-Ped	Division	Chatham	E Cardinal St/S 10th Ave from SR 2223 (Matthews St) to SR 2103 (E Raleigh St) - Construct sidewalk.	\$ 902,000	\$ 721,600	100		32.36
H090555A	Highway	Regional	Chatham	NC 751 from SR 1740 Lewter Shop Rd to O'Kelly Chapel Rd - Widen road to 4 lanes with bicycle lanes on existing location.	\$ 91,800,000	\$ 91,800,000	10	32.77	29.17
B171849	Bike-Ped	Division	Chatham	SR 1004 (Martin Luther King Jr Blvd) from US 64 (11th St) to 15th St - Construct sidewalk	\$ 370,000	\$ 296,000	100		28.40
B171034	Bike-Ped	Division	Chatham	SR 1006 (N 2nd Ave) from SR 2100 (E 5th St) to Hilltop Dr - Construct sidewalk.	\$ 853,000	\$ 682,400	100		27.34
B171040	Bike-Ped	Division	Chatham	SR 2208 (S 2nd Ave) from Greenhill Dr to SR 2110 (Alston Bridge Rd) - Construct sidewalk.	\$ 517,000	\$ 413,600	100		27.33
H170589	Highway	Division	Chatham	Chatham Parkway from US 15-501 to end of Chatham Parkway section being built by developer (near Russet Run) - Construct 2-lane road on a 4-lane right-of-way.	\$ 12,500,000	\$ 12,500,000	100		26.87
B171041	Bike-Ped	Division	Chatham	SR 2113 (Fayetteville Ave) from SR 2208 (S 2nd Ave) to SR 1108 (S Chatham Ave) - Construct sidewalk.	\$ 234,000	\$ 187,200	100		26.05
H171698	Highway	Statewide	Chatham	US 15-501 from US 64 to SR 1919 (Smith Level Rd) - Synchronized street, missing sections.	\$ 39,900,000	\$ 39,900,000	57	32.26	25.98

Chatham County Project Scores - 4/3/18

SPOT ID	Mode	Highest Tier	County	Description	Total Cost	Cost to NCDOT	TARPO %	Regional Impact TOTAL	Division Needs TOTAL
B171857	Bike-Ped	Division	Chatham	US 15-501 from Powell Place to Northwood High School Rd - Construct sidewalk.	\$ 342,000	\$ 273,600	100		25.72
H170954	Highway	Division	Chatham	SR 1012 (Moncure Pittsboro Rd) from 15-501 to Old US 1 - Modernization. Turn lanes and intersection improvements.	\$ 6,100,000	\$ 6,100,000	100		25.37
H090302	Highway	Regional	Chatham	NC 87 from NC 902 to US 64 Bypass - Widen to 12ft lanes and 4ft paved shoulders.	\$ 10,500,000	\$ 10,500,000	100	31.66	24.66
H170588	Highway	Statewide	Chatham	US 421 at NC 902 - Construct interchange.	\$ 15,500,000	\$ 15,500,000	100	33.25	23.15
B171845	Bike-Ped	Division	Chatham	SR 1006/2113 (Second Ave) from Seventh St to Beaver St - Perform road diet	\$ 2,961,000	\$ 2,368,800	100		22.79
B170977	Bike-Ped	Division	Chatham	US 64 Business (West St) from NC 87 to Central Carolina Community College - Construct sidewalk. Provide crosswalks and pedestrian signals at West St/NC 87 intersection.	\$ 149,000	\$ 119,200	100		22.02
B171852	Bike-Ped	Division	Chatham	SR 2110 (Alston Bridge Rd) from SR 2208 (S 2nd Ave) to Kent Rd - Construct sidewalk	\$ 855,000	\$ 684,000	100		22.00
H170185	Highway	Division	Chatham	SR 2113 (Second Ave/Fayetteville Ave) at SR 2208 (Second Ave) - Construct roundabout.	\$ 2,000,000	\$ 2,000,000	100		21.74
H170587	Highway	Regional	Chatham	NC 902 from US 421 to Chatham Central High School - Modernize roadway.	\$ 7,400,000	\$ 7,400,000	100	24.37	20.48
H170999	Highway	Division	Chatham	SR 1006 (Fayetteville Ave/2nd Ave) from SR 1108 (S Chatham Ave) to N Cottage Grove Ave - Road diet and add 3 roundabouts in Siler City.	\$ 10,700,000	\$ 10,700,000	100		20.39
B170996	Bike-Ped	Division	Chatham	NC 87 from SR 1967 (Pittsboro Elementary School Rd) to Town Lake Park entrance - Construct sidewalk.	\$ 511,000	\$ 408,800	100		19.95

Chatham County Project Scores - 4/3/18

SPOT ID	Mode	Highest Tier	County	Description	Total Cost	Cost to NCDOT	TARPO %	Regional Impact TOTAL	Division Needs TOTAL
B172111	Bike-Ped	Division	Chatham	US 64 and US 15-501 Traffic Circle - Improve bicycle and pedestrian accommodations around the traffic circle in downtown Pittsboro.	\$ 1,556,000	\$ 1,244,800	100		19.13
H170955	Highway	Statewide	Chatham	US 64 from Progress Blvd to SR 1003 (Silk Hope Rd) - Synchronized street connects to U-5737.	\$ 8,700,000	\$ 8,700,000	100	24.95	15.77
B171037	Bike-Ped	Division	Chatham	SR 1006 (W Raleigh St) from George St to SR 1119 (Wade Paschal Rd) - Construct sidewalk.	\$ 666,000	\$ 532,800	100		15.26
H170949	Highway	Regional	Chatham	NC 87 from US 64 Pittsboro Bypass to SR 1553 Pete Thomas Rd - Modernization. Turn lanes and intersection improvements.	\$ 43,000,000	\$ 43,000,000	100	14.36	12.66
H170590	Highway	Division	Chatham	SR 2113 (Fayetteville Ave/Chatham Ave) at SR 1108 (Chatham Ave) - Construct roundabout.	\$ 1,500,000	\$ 1,500,000	100		8.66



Chatham County, NC

Text File

File Number: 18-2577

Agenda Date: 4/16/2018

Version: 1

Status: Agenda Ready

In Control: Board of Commissioners

File Type: Agenda Item

Agenda Number:

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



Chatham County, NC

Text File

File Number: 18-2571

Agenda Date: 4/16/2018

Version: 1

Status: Agenda Ready

In Control: Board of Commissioners

File Type: Minutes

Agenda Number:

Vote on a request to approve the March 19, 2018 Work and Regular Session Minutes.



Chatham County, NC

Meeting Minutes

Board of Commissioners

Monday, March 19, 2018

6:00 PM

Historic Courthouse Courtroom

Rollcall

Present: 4 - Commissioner Jim Crawford, Chair Diana Hales, Vice Chair Mike Dasher and Commissioner Karen Howard

Absent: 1 - Commissioner Walter Petty

Work Session - 3:00 PM - Historic Courthouse Courtroom

PUBLIC INPUT SESSION

No one signed up to speak.

BOARD PRIORITIES

[18-2534](#)

2018 First Quarter Employee of the Quarter Award-Rachael Thorn, Land and Water Resources Supervisor

Attachments: [Rachael Thorn-Land and Water Resources](#)

Human Resources Analyst Courtney Goldston introduced Rachael Thorn.

Recently, Rachael worked with both new and surrounding property owners of the area formerly known as Range 2A in an effort to bring all parties to the table and commit to work in a collaborative and forward thinking solution regarding activity on the property.

Rachel single-handedly worked for months with the group of owners to help them reestablish trust in each other as well as county government. She navigated the situation skillfully, facilitating discussions with property owners about concerns on both sides and helping them work out an agreement about when it is ok to shoot.

Rachael went above and beyond to insure a peaceful and collaborative solution in the community for the benefits of the citizens and the county and, for this reason among many others, we are proud to name her our 2018 First Quarter Employee of the Quarter.

Chair Hales presented Ms. Thorn with the 2018 First Quarter Employee of the Quarter Award to Ms. Thorn.

[18-2538](#)

Presentation from Clean Jordan Lake

Attachments: [Clean Jordan Lake Chatham County BOC-March 2018](#)

Fran DiGiano with Clean Jordan Lake gave a presentation to the Board. (Presentation attached) He was last here in 2015 to present to the Board.

Commissioner Crawford asked if there any hotspots on the eastern side of the lake. Mr. DiGiano said the data is limited on New Hope Creek but there is definitely more trash on the western side of the lake. Commissioner Crawford asked about propane canisters. Mr. DiGiano stated the Ebenezer Church Boat Ramp has a high concentration. Chair Hales asked if canisters are found under the bridge on Highway 64. Mr. DiGiano said he doesn't see people fishing there.

Commissioner Crawford asked if the Army Corps of Engineers puts up any signs about trash. Mr. DiGiano said Clean Jordan Lake has produced signage along with the Army Corps. People don't respond to negative messages such as "don't do this or that". There has to be another way to send a positive message. Chair Hales asked if the propane tanks are recyclable. Assistant County Manager Dan LaMontagne stated most metal recyclers don't like to take the tanks because they cannot tell if they are full or empty. The County currently disposes them with household hazardous waste. Mr. DiGiano said they have thought about looking into a deposit system to encourage people to take them back.

Chair Hales thanked Mr. DiGiano for all the work he and Clean Jordan Lake are doing. She asked staff to look into possible messaging on water bills.

This Agenda Item was received and filed

[18-2537](#)

A request by the Planning Department to schedule a legislative public hearing for April 16th, 2018 to consider County-initiated rezonings of businesses in the formerly unzoned portion of Chatham County.

Attachments: [Biz Rezoning Requests - Harpers-Bennett](#)
[Biz Rezoning Requests - NW Chatham](#)
[Biz Rezoning Requests - SW Chatham](#)
[Business Rezonings Sheet](#)

Planner Dylan Paul reviewed the specifics of the request.

A motion was made by Commissioner Crawford, seconded by Commissioner Howard, to schedule a public hearing at 6pm on April 16, 2018. The motion carried by the following vote:

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

Absent: 1 - Commissioner Petty

CLOSED SESSION[18-2545](#)

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

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

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

Absent: 1 - Commissioner Petty

ADJOURNMENT

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

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

Absent: 1 - Commissioner Petty

End of Work Session

Regular Session - 6:00 PM - Historic Courthouse Courtroom

Present: 4 - Commissioner Jim Crawford, Chair Diana Hales, Vice Chair Mike Dasher and Commissioner Karen Howard

Absent: 1 - Commissioner Walter Petty

INVOCATION and PLEDGE OF ALLEGIANCE

Vice Chair Dasher asked those in attendance to observe a moment of silence after which the Chair invited everyone present to stand and recite the Pledge of Allegiance.

CALL TO ORDER

Chair Hales welcomed those in attendance and called the meeting to order at 6:03 PM.

APPROVAL OF AGENDA and CONSENT AGENDA

A motion was made by Commissioner Howard, seconded by Commissioner Crawford, that the Agenda and Consent Agenda be approved. The motion carried by the following vote:

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

Absent: 1 - Commissioner Petty

[18-2542](#)

Vote on a request to approve the January 26, 2018 Retreat Minutes and the February 19, 2018 Work and Regular Session Minutes.

Attachments: [Draft Minutes 01.26.2018](#)
 [Draft Minutes 02.19.2018](#)

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

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

Absent: 1 - Commissioner Petty

[18-2543](#)

Vote on a request to approve appointment of Megan Key to the Community Advisory Committee for Nursing Homes and Adult Care homes.

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

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

Absent: 1 - Commissioner Petty

[18-2476](#)

Vote on a request to accept \$25,000 Spotlight Award from Healthiest Cities & Counties Challenge Funds

Attachments: [\\$25,000 Healthiest Cities & Counties Challenge Interim Award - Abstract](#)

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

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

Absent: 1 - Commissioner Petty

[18-2524](#)

Vote on a request to accept \$220.00 Minority Diabetes Prevention Program Funds.

Attachments: [\\$220 Minority Diabetes Prevention Program Funds](#)

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

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

Absent: 1 - Commissioner Petty

[17-2390](#)

Vote on a request to approve the tower space lease to NC Viper and approve the reciprocal letter of intent allowing the County to place equipment on VIPER's towers, and authorize the county manager to sign the proposal and final lease.

Attachments: [VIPER Lease Proposal](#)
 [2018 VIPER site Letter of Intent](#)

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

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

Absent: 1 - Commissioner Petty

[18-2530](#)

Vote on a Request to Approve the New lease for the Chatham County Sheriff's Office beginning 6/1/2018

Attachments: [Sheriff's Office Lease for Siler City](#)

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

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

Absent: 1 - Commissioner Petty

[18-2531](#)

Vote on a request to award the bid for property and liability brokerage services to Surry Insurance.

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

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

Absent: 1 - Commissioner Petty

[18-2532](#)

Vote on a request to approve an amendment to the Chatham County Alcohol and Drug Free Workplace Policy

Attachments: [Alcohol and Drug Free Workplace Policy-2018 DRAFT](#)

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

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

Absent: 1 - Commissioner Petty

[18-2533](#)

Vote on a request to adopt a Resolution to Approve an Amendment to the Chatham County Personnel Policy

Attachments: [Resolution Amending PP March 2018](#)

A motion was made by Commissioner Howard, seconded by Commissioner Crawford, that Resolution #2018-09 to approve an amendment to the Chatham County Personnel Policy, attached hereto and by reference made a part hereof, be adopted. The motion carried by the following vote:

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

Absent: 1 - Commissioner Petty

[18-2535](#)

Vote on a request to approve Tax Releases and Refunds

Attachments: [February 2018 Release and Refund Report](#)
[February 2018 NCVTS Pending Refund Report](#)

A motion was made by Commissioner Howard, seconded by Commissioner Crawford, 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: 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

Absent: 1 - Commissioner Petty

[18-2539](#)

Vote on a request to approve the acceptance of the **NC Horse Council** grant funds in the amount of \$5000.00 and the subsequent increase to the Ag Center Budget by \$5000.00

Attachments: [Lowest Sand Quote](#)
[NC Horse council Award letter](#)
[NC Horse Council Grant Application](#)

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

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

Absent: 1 - Commissioner Petty

[18-2540](#)

Vote on a request to approve the attached loan commitment letters for

Henry Siler School affordable rental housing project.

Attachments: [Loan Commitment Letter - Chatham County 2018-02-21](#)
[18-QAPFinalAppendixE - Chatham County 2018-02-21](#)

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

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

Absent: 1 - Commissioner Petty

[18-2541](#)

Vote on a request to approve a fine-free day during National Library Week in April.

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

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

Absent: 1 - Commissioner Petty

[18-2544](#)

Vote on a Request to Adopt Noise Ordinance as Amended

Attachments: [3-7-18 draft 2018 NOISE ORDINANCE](#)

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

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

Absent: 1 - Commissioner Petty

End of Consent Agenda

SPECIAL PRESENTATION

[18-2505](#)

Present Certificate of Extended Volunteer Committee Service with County Advisory Committees to Jamie Fiocco.

Ms. Fiocco was unable to attend. Chair Hales acknowledged her service on the Library Advisory Committee from 2008 to 2017 and asked the Clerk to mail her the certificate.

PUBLIC INPUT SESSION

Chris Kaman submitted the following comments:

I come before you tonight as a man born and raised in the South to share my thoughts

about the continued presence of the Confederate monument just outside our courthouse. The monument was given in 1907 by the Winnie Davis Chapter of the Daughters of the Confederacy to "revere" the Confederate soldiers who died in what some still call the "War of Northern Aggression." Many people died fighting for the South, defending its right to enslave human beings to support its economy. One of them was my great grandfather who fought for the Mississippi Army. I will never know the reason he fought. Perhaps it was out of loyalty and obligation to his home state, rather than allegiance to white supremacy. Modern Southerners now understand that the South was not a noble cause, and that the long road for those enslaved required overturning the institution of slavery which meant the defeat of the South.

For some years after the Civil War, the South became democratic, and witnessed the inclusion of blacks in business and government. Unfortunately, when the Union Army left the South there was a resurgence of white supremacy as the law of the land. It began in North Carolina in 1896 when the Democratic Party which controlled the state government began passing what came to be known as Jim Crow laws. Two years later in 1898 a 2,000 strong white mob in Wilmington led a coup against the elected bi-racial local government which destroyed the property and businesses of blacks who lived there and killed at least 30 people, most of them black. So the purpose of this monument was not merely to honor the Confederate soldier, but equally to proclaim the complete return of white supremacy.

Today we live in a very different world, a world where we seek justice and equality for all Americans, where white supremacy is not a badge of honor, but a badge of shame. As former Governor of South Carolina Nikki Haley said, "these monuments belong in museums but not in modern public squares". Ironically, the Republican controlled North Carolina legislature has used its power to prevent the removal of these monuments by the communities which erected them. So we must seek creative ways to demonstrate our values today. Could the base of the monument be changed to honor all those who died in the Civil War, including slaves, and those who fought against slavery? Could the county establish a citizen based donation fund which would be used for that purpose, or to create a newer monument towards that purpose? Let us seek to show that our nation's values today rest with the equality of all people and their right to life, liberty, and the pursuit of happiness!

Jan Hutton submitted the following comments:

As Briar Chapel extends its reach towards Mann's Chapel Road, their expansion continues to impact established neighborhoods in its path. Their Phase 12 submittal has yet to hit your agenda, although a preliminary proposal is being circulated. This is our "heads up" that the Chatham Development, and surrounding neighbors, are in the sights of the impending proposal.

I'd like to share a bit about our neighborhood. R.B. Fitch began construction of our 136 modernistic homes in 1971, each home on approximately 1/2 acre. We are one of the first major developments in North Chatham and part of our charm includes many trees and a sense of slow-paced spaciousness. Our streets are state roads, with no sidewalks, and a constant stream of neighbors and children walking, biking, jogging, and visiting with each other on the narrow roads.

From our neighborhood website homepage: "Our neighborhood is a beautiful blend of rural living and convenience... We enjoy pastoral living with clear views of the nighttime sky and minimal traffic noise..." chathamdevelopmentnc.wordpress.com

The map shows an egress plan through our community, with 5 entrance points onto Half Dollar Rd., opening to through traffic from Briar Chapel. This would likely include construction traffic, coming from Manns Chapel Rd., for new homes, which will be built off Half Dollar. We firmly believe there are viable options that do not include opening Half Dollar Rd. We do not wish to be seen as a shortcut, or a bypass, for those in a hurry from 2,600+ Briar Chapel residences. As private citizens, we'd like to believe that we count in equal measure, considering Briar Chapel's many exemptions over the years.

We will continue ongoing appearances before the Planning Board, Board of Commissioners, and sharing our story with local media, in service to maintaining the safety and integrity of our 47 year old neighborhood.

Terri Tyson submitted the following comments:

I am speaking about the proposed expansion of the Board of County Commissioners. Since moving to Chatham County last May after living a long time in Orange County, I have tried to learn as much as possible about my new county. To this end I started to attend County Commissioner meetings. At a meeting last fall there was discussion about forming a committee to explore the possibility of expanding the commissioners from five to seven. It piqued my interest and I inquired about how I might serve on that committee. Since then I have heard both sides of the argument. I've considered it from the perspective of having lived in Orange County. They tweaked their system due to people complaining they are not represented fairly on the board if they lived in a less populated area such as northern Orange County. They now have primaries restricted to the districts. That means they tend to get candidates that are more representative of their district. However, at the time of the general election everyone votes and since southern Orange County is more populous the majority rules again. Therefore the complaints go on and on as people continue to feel under represented. That is what I am hearing in Chatham County. People are saying that those in the west and less populated areas of Chatham County are being outvoted by those in the eastern areas. Expanding the board from five to seven does not address this problem of under representation of the western parts of the county. Everyone votes in the elections and the populated areas, once again, get their way. Whose idea was this to expand the board and what is their motivation? A newspaper article said that this was originally presented to the commissioners by the Democratic Party Committee, which to me seems highly political. What does this have to do with helping the western part of the county? I am against the expansion of the board. We all have our favorite commissioner. The one who we believe represents us best. If the board is expanded, the influence of the existing commissioners will be diminished. Why try to fix something that is not broken? Why is there a rush? Nearby Durham County with a population of 306,000 people has only five county commissioners. Mecklenburg County near Charlotte has a population of 1,054,000 has nine commissioners. Five commissioners for Chatham County with our population of 72,000 is fine even with the expected amount of growth. Don't make an unnecessary change, especially one that will diminish your influence. Please don't expand the Board of Commissioners. Don't worsen the problem you are trying to fix. It is most likely to just be two more people from the eastern part of the county who will win the seats. During an at large race the over populated northeastern parts of the county will continue to cast many more votes than those in the west. How does that help with the under representation of the west? Thank you.

Alan Ross submitted the following comments:

I am really in support of what was just said. I have spent a lot of time looking at it as well. I was looking at a proposal that had been decided upon by a group of people. The best way to put it is they had the answer and they were trying to figure out the question. It ranged from the board isn't as big as Siler City's to we don't have anyone from Pittsboro or Siler City on the board but that is just a matter of running. They also said we are growing therefore you need more people. Buried in this was a proposal. There was a problem: the under representation of the west. If you expand the board from five to seven what you are going to do is create a larger bureaucracy and exacerbate the same problem you have today. There is an answer. Only people that live in the district can run in the district and only people that live in the district can vote in the district.

Maggie Pumphrey submitted the following comments:

My name is Maggie Pumphrey, and I'm an owner on Dollar Road. My property includes the little horse barn at the corner of Dollar and Half Dollar, and I'm here tonight to add my voice to those who are speaking against any plans to open Half Dollar Road to traffic from Briar Chapel. I'd like to quickly share a little anecdote with you about our neighborhood. When the Duke Energy folks last came by on one of their inspection tours, they got out of their trucks, looked up and down Dollar Road, and said simply 'Oh wow!' – in a good way! They went on to exclaim about the beauty of the place, with its gorgeous crop of mature trees lining both sides of the street, a trademark of this kind of older, 'traditional', no-sidewalk, Chatham neighborhood. This reaction is something we see over and over again from people who come into our community for the first time. It's a serene, slow-paced walking neighborhood that would quite simply be ruined by an increased volume of traffic through its streets.

At the same time, I must confess, I do like having a few restaurants and shops within a reasonable distance. I am not here to argue against development and growth, but simply to emphasize the need to strike a balance – protecting the integrity of traditional Chatham neighborhoods on the one hand, and supporting a reasonable progress on the other. When some of my neighbors were researching the Half Dollar proposal, they learned that in 2005 the Planning Board actually recommended against channeling traffic from Briar Chapel onto Half Dollar, presumably with this same hope of finding a better balance.

The point I want to make tonight is this: It is sometimes very difficult to find a middle ground between protection and progress because there are few options for compromise. But in the case of Briar Chapel and Half Dollar Road we are extremely lucky because we do have good alternatives for routing Briar Chapel traffic without sacrificing a traditional community, such as our wonderful neighborhood that borders Dollar Road.

In conclusion, I ask that you take these points into consideration and help us preserve our neighborhood when reviewing any upcoming traffic proposals. Thank you for your time.

Don Medlin submitted the following comments:

My name is Don Medlin and I live at 242 Half Dollar Road in North Chatham. At the last board meeting, you met my mother who has lived on the family farm for 86 years. We are here to continue a conversation with the Board. Briar Chapel has circulated a map with draft plans to develop Phase 12. I have provided a copy with added notes suggesting alternative options for access to the Great Ridge Parkway and no connection to Half Dollar Road. Neighbors presented the same information to the planning board on March 6th. NNP Briar Chapel, LLC is capable of extraordinary engineering to change any topography as demonstrated in the attached photographs. Briar Chapel can easily function without a connection to Half Dollar Road and provide access to the most important commuter link US highway 15-501. The Comprehensive 25 year Chatham County Plan highlights preserving the form and function of rural character. We are asking that our community be respected and preserved consistent with this stated vision while Briar Chapel contributes to the commercial tax base and generation of in-county jobs. In 2005, we attended a meeting where we were told Half Dollar Road would not be connected to Briar Chapel. We are asking for continued communication and an open forum for input.

Elizabeth Haddix submitted the following comments:

Together, Siler City and Chatham County gave Mountaire Farms, a multi-billion dollar poultry producer, a tax incentive package worth about \$2.3 million over the next six years. "Given the total economic impact, we believe that the proposed incentives are a very good investment for Chatham County," stated Kyle Touchstone, president of the Chatham Economic Development Corporation. "The impact on local sales tax revenues and property tax base also are very positive." Mountaire, a vertically integrated poultry producer and processor, had more than 2 billion dollars in sales in fiscal year 2015, and is number 214 on Forbes' list of largest private companies. Because it is a privately held company, Mountaire does not have to disclose its profits, and it does not. This past January, residents of Millsboro, DE asked Mountaire for information related to water pollution from chicken waste disposal from its plants. High levels of nitrates and fecal coliform led the state to investigate and issue a notice of violation in November 2017. Mountaire remains under investigation by Delaware's regulatory agency. Mountaire denies responsibility for the pollution. Notwithstanding that denial, the company is currently investing in corrections to its wastewater treatment system. And residents- most of whom are low-wealth people of color continue to seek information about the safety of their water. It is no surprise that Mountaire chose to locate in Siler City, where the average annual income is less than \$30,000. It is also no surprise that the residents who are losing their homes to make way from Mountaire are all people of color. Chatham County's elected leaders need to understand the legal import of that corporate choice. Besides the inevitable air and water pollution from these factories, industrial giants like Mountaire routinely externalize other social costs to the communities that live closest to them, including truck traffic, workplace injuries and damage to surrounding property values. We should not be giving them 2.3 million dollars in tax revenues that our community needs to begin to address those adverse impacts. And now, added to those impacts is the loss of these residents' homes and neighborhood. At a minimum, this Board should use its negotiations with Mountaire to produce fair compensation for those residents.

Katherine West submitted the following comments:

I live in Moncure. My concern is the proposal of going from five to seven members. I feel like my needs as a county resident are already compromised by a committee

whose members are primarily from northern Chatham County. I too feel like Terri. I want to know why you want to fix a problem that is not broken. My opinion is no. Keep it at five please. Thank you.

Vickie Russell submitted the following comments:

I was not planning to speak tonight because I have had little experience with the Chatham County Board. In some ways I feel your minds are made up before the meetings which makes the meetings seem like a waste of time. However, I hope tonight you will prove me wrong and restore my faith in our commissioners. I ask as a citizen that you do not make your decision on seven districts but leave it at five. The decision should not be made on being popular with your friends. Real friends are people who will respect you more if you perform your job in an honest way with thoughtfulness and wisdom. In the long run they are going to question your real loyalty if the occasion arises. Five commissioners are doing a good job and there is no need for more. We need to keep our government costs down and not raise them, which would require more burden to the taxpayer. I am presently reading a book and it put a burden on my heart for each one of you. I know you have a hard job but please remember you cannot please everyone. Even Jesus couldn't but he did the right things. The title of the book is "One Minute After You Die". It really has made me look at my life and my decisions in a different way. That is why I am here tonight because I had no faith in y'all. But the book made me realize I should give you a chance. So I am asking each one of you to consider one minute after you die, will you be blessed with your decision on changing it from five to seven or will you regret your decision? Thank you for your time.

Rosemary Lenten submitted the following comments:

I am from Siler City. As you consider the possibility of adding two at large seats to the Chatham County Board I urge you to approach that decision with justice, mercy, and honesty for all Chatham County citizens. Of course, I know you think that you are just. I ask you, where is justice when you attempt to add at large seats that will be backed by a very large number of voters from northeast Chatham? The net result of that is the two more at large seats will tilt the outcome of any election by using tactics that will increase the northeast control over all of Chatham County. At large seats are not representative of the will of the people. I frankly think you know that. The western part of Chatham County has very different issues than the rest of the county, including lower income and fewer jobs. We need representation from people who understand our problems. Quite frankly the people in the northeast do not. You are right about one thing, change is needed, but not the type that you are suggesting. Rather than pack the board with at large seats, we need district voting for all seats. Only district voting will ensure fair representation for all areas of the county. We want district voting that requires that each candidate for a certain district must live in that district and only residents who live in that district can vote for or against that candidate. The current proposal that you are considering does indeed require the candidate to live where he/she wishes to represent. Because the whole county can vote for that candidate he/she becomes a candidate at large and the outcome is tilted for the northeast once again. That is nothing less than a stacked deck. It smacks of dishonesty. I realize there is more growth in the northeast and I realize you are thinking we need more representation there. Really, the extra work that is created by that population could be achieved by hiring more staff rather than adding more commissioners that tilt the ballots. This so called non-partisan advisory committee to suggest how to best use at

large districts is nothing more than window dressing designed to hide the unfairness of your approach. Please, you may not realize it but it fools some of the people but not all of the people. Please be fair in your decision. Thank you.

Paul Powell submitted the following comments:

I live in Siler City and I appreciate the opportunity to address the commissioners. I am asking you not to increase the number of commissioners. My experience has been if you get past three people you have a hard time getting consensus and getting things done in a common sense fashion. You have five already so you are beyond that. I think it is a real challenge to get people to agree on something the more people that are involved. The larger a committee gets the more difficult it is. I feel that we are fairly well represented. I think things could be improved but right now things are such that from time to time people shift their support so one group has a majority on the board and then later on another political view point will have a majority. I think that is good. The extreme right and the extreme left never is where we need to be. Somewhere in the middle is where we need to be. The only way you get that is with a change and a shift of who is in control. If you truly want to have good representation, and I assume that is what you are claiming, then you need to go to districts where only people who live in those districts vote for the representative of that district. That way you get true representation. Again, I say keep the number of commissioners where you've got it. Don't add to it because the more people you get the more complicated it gets.

Terry Schmidt submitted the following comments:

My name is Terry Schmidt. I live at 128 Serenity Ln, Pittsboro- between Pittsboro and Siler City. I am here to speak against expanding the number of Chatham County Board of Commissioners. First, let's look at the numbers. Comparing the Chatham County Board representation against our neighboring counties, only three of the eight- Wake, Lee, and Orange - have more than five commissioners. Perhaps that makes sense for Wake, a county with almost 15 times the population of Chatham County. Across the state of North Carolina, the average number of commissioners is five. Some have six, some have seven, but mostly five.

Comparing how many citizens are represented by each commissioner in neighboring counties with Chatham County, one finds that:

- Chatham's five commissioners each represent about 12,800 persons in the county*
- Orange County's seven commissioners each represent about 19,800 persons*
- Wake's seven commissioners each represent about 133,000 persons*
- The average representation per commissioner across the state is about 15,572 persons, which means that Chatham commissioners currently have 18 percent fewer persons per commissioner than North Carolina averages.*

So, the argument that more commissioners are needed to represent our county's population is wrong based on numbers. These numbers do not justify an expansion of the Board of Commissioners. Second, let's look at how this proposal would support the county's long-range plan, as recently adopted by you, the current Commissioners. Over the last two years, Chatham County undertook a large effort to understand what the county should look like for the next few decades. Preserving rural character was identified as the most important goal during the planning process. Expanding the number of commissioners as is currently under discussion does nothing to assist in

preserving rural character; in fact, it contributes to its decline.

Here is why County commissioners, while required to reside in one of five geographic districts, are voted on by the entire county. That means the larger urban population in the northeast elects commissioners who reside in more rural areas. Votes of those in the rural south and west are not worth as much as those in the northeast when voting for Commissioners. Instead of adding Commissioners, a better approach for organizing our County Commission would be to have Commissioners voted on only by those in their district. That would bring increased representation to the southern and western portions of the county, prevent their voices from being overwhelmed by the more populous areas of the northeast County, and would support the long-range plan which this Commission approved.

Jeffrey Starkweather submitted the following comments:

I have been in this county covering, participating, running campaigns for forty-six years. I have pretty good experience of what the pros and cons of the various ways are. I have no dog in this fight. I am leaving to go back home to California in July. I will not be here for another election so it has no effect on me. I think to approach the issue the people in the west have raised, I think it is important to remind ourselves that we actually had a referendum on district voting back in 2006. It was overwhelmingly defeated. At that time, I was against it because I felt it was important that every commissioner who ran for office had to campaign in the whole county. But I understand the concerns people are raising. Myself and a lot of other people came up with the idea that maybe we need a mixed system. Maybe five elected by districts and two at large or four by districts and three at large. In fact, Brian Bock, who was a Republican candidate ran on that platform. A lot of commissioners run on that but they have never implemented it. I think the way to address this is to select a non-partisan commission that will look at all the alternatives. Both the size of the board, how they get selected and the election. I think the biggest problem we have had is actually the opposite of what has been said, which was we kept switching back and forth every off year election between a majority of one group and a majority of the other. That majority could vote entirely their way without listening to anybody else. I think we take our time with this. In the 2020 census, these districts will be dramatically changed. The best way is to look at all the approaches, encourage people speaking tonight to get on the committee and come back not necessarily with one recommendation but with the pros and cons of each system. I am not saying we need to change but I think it is time with our county growing so much that we look at the alternatives. Thank you.

Larry Mortimer submitted the following comments:

My input today on the expansion on the county commissioners is really pretty simplistic. Having lived Douglas County in Colorado and in Illinois, I come from the school that less is actually more. In this particular situation, patience might be the better way to go. A lot is going to happen in the next couple of years. The county commissioners have a lot of responsibility. A lot is going to happen in the next two or three years. Five commissioners can get a lot more done and be a lot more efficient than seven. There might be a point in time when expansion is necessary but at least in the other counties I have lived in, you are not going to go back. If you go too quick to seven commissioners I think you might regret it. My point of view is just to be a little patient. Maybe revisit it in two to three years and you will find the way to do it and

how to do it. I think in this particular situation and with everything that the county is going through, there really shouldn't be an immediate need for expansion. Patience might be the better way to go. I think five commissioners can really lead this county and accomplish what needs to be done over the next couple of years.

Lee Pollard submitted the following comments:

I have lived in Chatham County twenty-one years and own a small business. I am not going to say anything that hasn't been said already. I actually have my hat in a few of these rings. I used to live over here in a Chatham subdivision and I agree with them whole-heartedly. The answer is not to let Briar Chapel to make a cut through there. They already have a road going from Mann's Chapel into Briar Chapel. It is a gravel road. Pave it. The answer is no to that. As for the expansion of the Board of Commissioners than answer is not more government. It should be more effective and more efficient government. Right now, with the northeast over population, all that is going to do is further lower the effect and the results for the western part of the county. I don't even live in the western part of the county but I go there frequently. The over population here is going to tend to alienate those folks who are, for the most part, lower income and more blue collar than this area. Their ideals are not the ideals of the northeast.

PUBLIC HEARINGS

[18-2536](#)

A Legislative Public Hearing request by Richard Broedell, Sr. to rezone Parcel No. 5576, being 5.92 acres, Cape Fear Township, located on New Elam Church Road, from R-1 Residential to Light Industrial.

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

Planning Director Jason Sullivan reviewed the specifics of the request.

Patrick Bradshaw, attorney for applicant, reviewed the details of the rezoning.

This Agenda Item was referred to the Planning Board.

BOARD PRIORITIES

[18-2520](#)

Presentation by Johnson Mobile Home Park Residents.

Attachments: [Chatham Commissioners statement 03.19.18 HANDOUT](#)

Ilana Dubester, founder and Executive Director of the Hispanic Liaison, read a statement to the Board. (Statement attached) Ms. Dubester invited residents of Johnson's Mobile Home Park to address the Board.

Good evening, my name is Bricel Rangel. My family and I live at Johnson's Mobile Home Park, in lot 10. We have been there for four years and my family owns their trailer. There are 28 mobile homes at Johnson's Mobile Home Park, with over 50 children and 60 adults. I have grown up with many of the children there. Mountaire buying the property on which our mobile homes sit is affecting every family, including

my own.

For me, this means potentially having to move school systems, as I'm currently in 8th grade. I'm currently in a program called AVID, also known as Advancement Via Individual Determination. This program is very important to me because it's helping me be prepared to be able to go to college in the future. I'm currently taking 9th grade honors classes in AVID but other school systems might not accept those same classes.

Just as importantly, all of this is affecting my family. The cost of moving is expensive, and it's not easy. Moving is a stressful situation. It's not fair because we're going from home owners to renting and renting is very expensive. My family is not the only one going through this - everyone at Johnson's Mobile Home Park is also facing the same harsh reality. We need you to work with the Hispanic Liaison to help us find a solution to help our families. You have it in your power to help me, my family, and everyone being affected right now. We are counting on you to support the Liaison's proposal to help our community. Thank you.

Good evening. My name is Natalia Franco Lopez. I live in lot one in Johnson's Mobile Home Park. My husband and I have lived in the Johnson park for over twenty-five years. We are owners of our mobile home. We are almost at the point of losing our home due to the Mountaire company. They are evicting us. Unfortunately we do not have a place to go live because we don't have the means to be able to move somewhere else. We have not found a mobile home park that will accept our mobile home which was built in 1981. My husband and I do not work and the rent is very expensive. We are retired and my husband is sick. For us it is very hard for us to leave our home. We need to find something that is close to the hospital, close to the clinic because he needs medical attention at the drop of a hat. It is not fair that my husband and I have to start all over again because we are not able to work anymore. We work very hard to achieve everything that we have and now it seems that we are going to lose everything. Mountaire says that they are a good neighbor but we don't see it that way. A good neighbor does not evict over 100 people. Mountaire should help us, they need to help us. You, as our county commissioners and our representatives, also have an obligation to help us with these negotiations. Please help us. The proposal by the Hispanic Liaison is very reasonable and would help us a lot. We ask you to work with the Hispanic Liaison to provide ways that you can help us. Thank you for listening.

My name is Mirian Herrera and I live at Johnson's Mobile Home Park with my family, in lot five. I'm a senior at Jordan Matthews High school and this fall I'll be attending Guilford College. My mother is a single mom who has supported my sister and me ever since my father passed away. She has put all her savings in buying our trailer and fixing it up little by little. Now she doesn't know what to do. She doesn't want to lose what she has worked hard for, especially now, knowing that one of her daughters is going to college and she's worried of our financial status. So we're here to ask for your help to help us and support us in our new change. We support the Hispanic Liaison's proposal and hope that you will work with them to help us out.

Good evening. My name is Ana Monter. We are one of the twenty-seven families that have to abandon our homes. I arrived here when I was very little and because of very low resources I didn't go to school very long. I was one of the poultry workers in Siler City. I started working there when I was fifteen years old to help my family. I know what it is like to work in those poultry factories. Five years ago I became an owner of

my own mobile home. I live with my three children and am a single mom. Now we need to move. I ask you, how do you tell your children that we are going to lose everything we have? I've worked very hard to buy this home for my children. We are twenty-seven families all in different situations. There are other single mothers like me. There are people who have retired who are no longer able to work. There are parents who don't have jobs due to different circumstances. We are here to ask for your support and I would like all twenty-seven families to stand up. It is not fair that the Mountaire company is not a good neighbor. We are not asking for a lot. We are simply asking what is fair to be able to move and find a new home. Mountaire knows that there are a lot of hispanics in Siler City and that is why they went. Without the hispanics they wouldn't have the workforce. Many hispanics have experience working at these poultry factories. The Hispanic Liaison is helping us but they also need your support to be able to negotiate. We ask on my behalf and on behalf of the twenty-seven families, that you help us negotiate with Mountaire to find a new home because our rents are very expensive. The owners of the other places that we are looking into are taking advantage of our situation and are wanting to charge us more than what they normally charge. So the only thing we ask is your support. You have the power and we need your support. Thank you.

Good evening. My name is Jorge and I live in lot three of the Johnson Mobile Home Park. I've lived in Siler City for fifteen years and in Johnson's for ten years. I am an owner of my mobile home and I am a father. I live in the Johnson Mobile Home Park with my wife and our four kids and our pet. My son Jonathan was a member of the Jordan Matthews Los Jets soccer team. He was part of a documentary in which the Los Jets won the championship at the statewide level. Most of the players on the team are hispanic and they face many obstacles because of racism. Even with all those obstacles they were able to achieve the championship and that is a great example for our community and a pride for Siler City. My daughter Jocelyn, who is in eighth grade, wants to go to Jordan Matthews and follow in the footsteps of her brother. She wants to be a veterinarian and a writer. She has received several prizes because of her books and her artwork. In my family I am the only one who works.

Several years ago we bought the mobile home we were renting and we invested several thousand dollars to fix it up. Even though it is a humble home it is our home. We want to remain in Siler City and in Chatham County. We have made our life here. We want our children to grow up here. We want our children to go to school here and we don't want them to have to start over again in a new school. I feel desperate to find a new home for my family. The rent is very expensive and it is also expensive to buy a new home. There are a lot of houses in very bad condition and I don't want to take my children to live in a place where they are going to suffer for not having heating, having water leaks or worse. This is a very serious issue in Siler City. The issue is that there are people paying rent for these homes that are in terrible condition and they are not supervised by the city. It is also very hard to find places that accept our pets and when they do they charge a lot of money. We don't want to abandon our pets. There are also homeowners increasing their prices day after day because they know the crisis we are in and they are taking advantage of that situation. They are taking advantage of our despair and this is not fair.

We came here to ask for your help. We have been good residents of Siler City and Chatham and we need you to support us in these difficult moments. If Mountaire does not have respect and consideration for its fellow human beings and for our children who are the future of Siler City and the country what are we going to expect from the treatment they give to the thousands of birds that they are going to sacrifice and

expect us to consume? What guarantees are there that they will not be mistreated just as the residents of the Johnson Mobile Home Park? We want to be clear about one thing. If we don't arrive to a just agreement, we are not going to abandon our homes and we are also not going to pay anything. We are the example we are going to set for our children. We have to show them that they can't have their civil rights walked all over because of being Hispanic. It doesn't matter how big our rival can be, they can also be defeated. In a few months we have to abandon our homes because Mountaire bought this property. We are not people with a lot of means. We need help to be able to find a healthy place and a reasonably priced place for our families. That is why we are here today, to ask for your help with this grave situation. I implore that you approve this proposal of the Hispanic Liaison to help our families. Our future is in your hands. We trust in the Hispanic Liaison. They have helped us a lot but they also need your help to resolve this situation. We are desperate to solve this situation. Thank you for your attention.

Ms. Dubester asked if anyone in the audience would like to speak. Several people spoke in support of the residents of Johnson Mobile Home Park and in support of the Hispanic Liaison's proposal. There was concern about the incentive package given to Mountaire Farms as well as the lack of affordable housing in the county. People expressed their faith and trust in the Board of Commissioners to do whatever it can to help these residents.

Chair Hales gave the Mountaire Farms representative an opportunity to speak, which he declined.

Commissioner Howard stated Mountaire needs to work with the County to right this situation.

Commissioner Crawford stated he voted for the tax incentives and he stands behind that decision but he does want to see these residents helped. He asked staff to look into whether or not the Johnson Mobile Home Park property is part of the county incentive package.

Chair Hales stated it is a dire situation. She asked that the County Manager work with Mountaire to continue the negotiations.

The Board directed staff to work with the Hispanic Liaison to find out what the County can do to help in the form of housing assistance.

[18-2503](#)

Discussion on the expansion of the Chatham County Board of Commissioners.

Attachments: [Commissioner Petty Comments for 03.19.2018](#)

Commissioner Crawford expressed his support for the expansion of the Board. He stated expanding the Board will allow for smaller districts which means there would be responsive representation for all of Chatham County. He believes it would be a smoother transition to add the seats now instead of after the 2020 Census. He believes expanding the Board could also accommodate growth. He also believes more hands make better work.

Commissioner Crawford made a motion to expand the Chatham County Board of Commissioners and set up a task force of nine members made up of residents of

Chatham County to explore all options available to the citizens of Chatham County regarding new county commissioner districts and methods of their election, which would include, but not be limited to, district only voting, at large representation, continuation of the current method of election and/or some combination thereof.

Chair Hales asked if she could make a friendly amendment to the motion to include a task force of nine registered voters.

Commissioner Crawford stated he had another motion about the makeup of the committee. The motion was to request that the new task force related to Chatham County Board expansion be filled as follows, the Chatham County Democratic Party and the Chatham County Republican Party shall elect two members at their next convention and/or executive committee meeting to serve on the committee with the remaining five slots on the task for to be filled by appointment by each County Commissioner.

Commissioner Howard requested to make a friendly amendment to Commissioner Crawford's first motion. Instead of a motion to expand the County Board she asked he make a motion to establish a task force to consider the expansion of the County Board. She suggested the task force be managed by the School of Government or the North Carolina Association of County Commissioners to help arrive at a recommendation.

Commissioner Crawford accepted Commissioner Howard's friendly amendment. Commissioner Howard seconded the motion.

The Clerk read the comments of Commissioner Walter Petty in regards to the expansion of the board in his absence. (Comments attached)

Vice Chair Dasher expressed his skepticism of expanding the Board and his equal level of skepticism in regards to district voting. He likes that he can get an email or a phone call from someone outside of his district and their concerns are just as important as the people of his own district. He supports the idea of forming a task force to explore the different possibilities.

Chair Hales also supports the formation of a task force with the caveat that members be registered Chatham County voters.

Commissioner Howard too expressed doubts about district voting.

A motion was made by Commissioner Crawford, seconded by Commissioner Howard, to set up a task force of nine members made up of residents of Chatham County to explore all options available to the citizens of Chatham County regarding potentially new County Commissioner districts and methods of their election, which would include, but not be limited to, district only voting; at-large representation; a continuation of the current method of election; and/or some combination thereof. The motion carried by the following vote:

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

Absent: 1 - Commissioner Petty

Commissioner Crawford read again his second motion. Motion to request that the new task force related to County Board expansion be filled as follows: the Chatham County

Democratic Party and the Chatham County Republican Party shall each select two members at their next convention and/or executive committee meeting to serve on the committee with the remaining five slots on the task force to be filled by appointment by each County Commissioner.

Commissioner Crawford stated the Board could add Chair Hales' request for members to be registered voters.

Commissioner Howard requested that there be some requirements for political and geographic diversity within the task force.

Commissioner Howard seconded the motion.

Chair Hales asked to modify the motion to state that the two members from each party are not members of the executive committee. Commissioner Crawford would not accept that friendly amendment.

Vice Chair Dasher stated he does not support the makeup of the task force in the current motion.

A motion was made by Commissioner Crawford, seconded by Commissioner Howard, to request that the new task force related to County Board expansion be filled as follows: the Chatham County Democratic Party and the Chatham County Republican Party shall each select two members at their next convention and/or executive committee meeting to serve on the committee with the remaining five slots on the task force to be filled by appointment by each County Commissioner. Each member shall be a registered voter in Chatham County and there should be political and geographic diversity within the task force. The motion failed by the following vote:

Aye: 1 - Commissioner Crawford

No: 3 - Chair Hales, Vice Chair Dasher and Commissioner Howard

Absent: 1 - Commissioner Petty

The commissioners discussed the possible methodology for appointments to the task force.

Chair Hales suggested the Board appoint three Democrats, three Republicans and three Unaffiliated voters.

A motion was made by Vice Chair Dasher, seconded by Commissioner Howard, to appoint nine registered voters in Chatham County through a public application process consisting of three Democrats, three Republicans and three Unaffiliated voters in consultation with the North Carolina Association of County Commissioners. The motion carried by the following vote:

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

Absent: 1 - Commissioner Petty

Commissioner Crawford made a motion to request that the task force make its first report to the County Board of Commissioners at the first Board of Commissioners meeting in July of 2018. Vice Chair Dasher seconded the motion.

Vice Chair Hales expressed her concern with the timeline. The Clerk stated the Board

could appoint the task force at the May 7, 2018 Board of Commissioners meeting.

A motion was made by Commissioner Crawford, seconded by Vice Chair Dasher, to request that the task force make its first report to the County Board of Commissioners at the first Board of Commissioners meeting in July of 2018. The motion carried by the following vote:

Aye: 3 - Commissioner Crawford, Vice Chair Dasher and Commissioner Howard

No: 1 - Chair Hales

Absent: 1 - Commissioner Petty

MANAGER' S REPORTS

The Manager had nothing to report.

COMMISSIONERS' REPORTS

Commissioner Crawford stated the Siler City Planning Board approved the Henry Siler School rezoning.

Commissioner Howard thanked Community Relations Director Debra Henzey for helping the Library Advisory Committee establish goals.

Chair Hales attended a meeting on the Census. The Census will be held on one day and through the internet only. She also attended the initial meeting of the Oil and Gas Commission. Appointments from the Governor have not been seated.

ADJOURNMENT

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

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

Absent: 1 - Commissioner Petty



Chatham County, NC

Text File

File Number: 18-2511

Agenda Date: 4/16/2018

Version: 3

Status: Approval of Agenda and
Consent Agenda

In Control: Planning

File Type: Ordinance

Vote on a request to adopt revisions to the Chatham County Zoning Ordinance.

Action Requested:

Vote on a request to adopt revisions to the Chatham County Zoning Ordinance.

Introduction & Background:

In 2015 and 2017, the Legislature adopted new legislation narrowing local governments' ability to regulate zoning. In 2017, the Legislature also adopted new legislation which clarified some details on Comprehensive Plan Consistency Statements. The new pieces of legislation became effective October 1, 2015, July 1, 2017, and October 1, 2017, respectively, and have implications for the County's Zoning Ordinance.

In addition to the revisions needed due to changes in state law, Planning staff has also added some minor revisions that largely deal with improving process facilitation and language clarification.

On February 19, 2018, the Board of Commissioners held a Public Hearing on this item. No member of the public spoke. The Board of Commissioners forwarded the item to the Planning Board, which was reviewed during their March 6, 2018 meeting.

Discussion & Analysis:

The aforementioned legislation passed in 2015 and 2017 have implications for the County's current standards and practices. The main impacts of these legislative changes are listed in the attached table labeled "Table Attachment #1-Legislative Changes". Planning staff has also added some minor revisions that largely deal with improving process facilitation and language clarification. The main impacts of these proposed changes are listed in the attached table labeled "Table Attachment #2-Planning Department Changes".

The Planning Board had a brief discussion about the amendments and noted that the legislative amendments were mandatory and that the staff recommended changes appeared to be non-controversial. There was discussion regarding the amendments for bona fide farms and agritourism and that there could be issues with neighboring property owners with some of the potential uses covered under the broadened statutory language.

The Planning Board by votes of 9-0 recommended approval of the consistency statement and adoption of the text amendments.

How does this relate to the Comprehensive Plan:

Goal 4: Diversify the tax base and generate more high-quality, in-county jobs to reduce dependence on residential property taxes, create economic opportunity and reduce out-commuting.

Recommendation:

The Planning Board voted unanimously to recommend adoption of a resolution approving the following consistency statement:

It is the opinion of the Board of Commissioners that these amendments to the Zoning Ordinance, as proposed by Planning Staff, are consistent with the goals and objectives of Plan Chatham. Specifically, by preserving, protecting, and enabling agriculture and forestry, as well as helping to diversify the tax base and generate more high-quality, in-county jobs to reduce dependence on residential property taxes.

The Planning Board voted unanimously to recommend adoption of an ordinance amending the Zoning Ordinance to reflect the aforementioned requested revisions to the Zoning Ordinance that are included in the attachments.

Proposed Ordinance Amendments

Legislative Changes

Proposed Amendments – Legislative Changes

Financial Guarantees - S.L. 2015-187

- Financial guarantees are now limited to 125% overage
- The financial guarantee menu is defined by the legislation
- “Performance guarantee[s] shall only be used for completion of the required improvements...”
- Extensions of financial guarantees are now required to be permitted, as long as developer demonstrates “reasonable, good faith effort”

Proposed Amendments – Legislative Changes

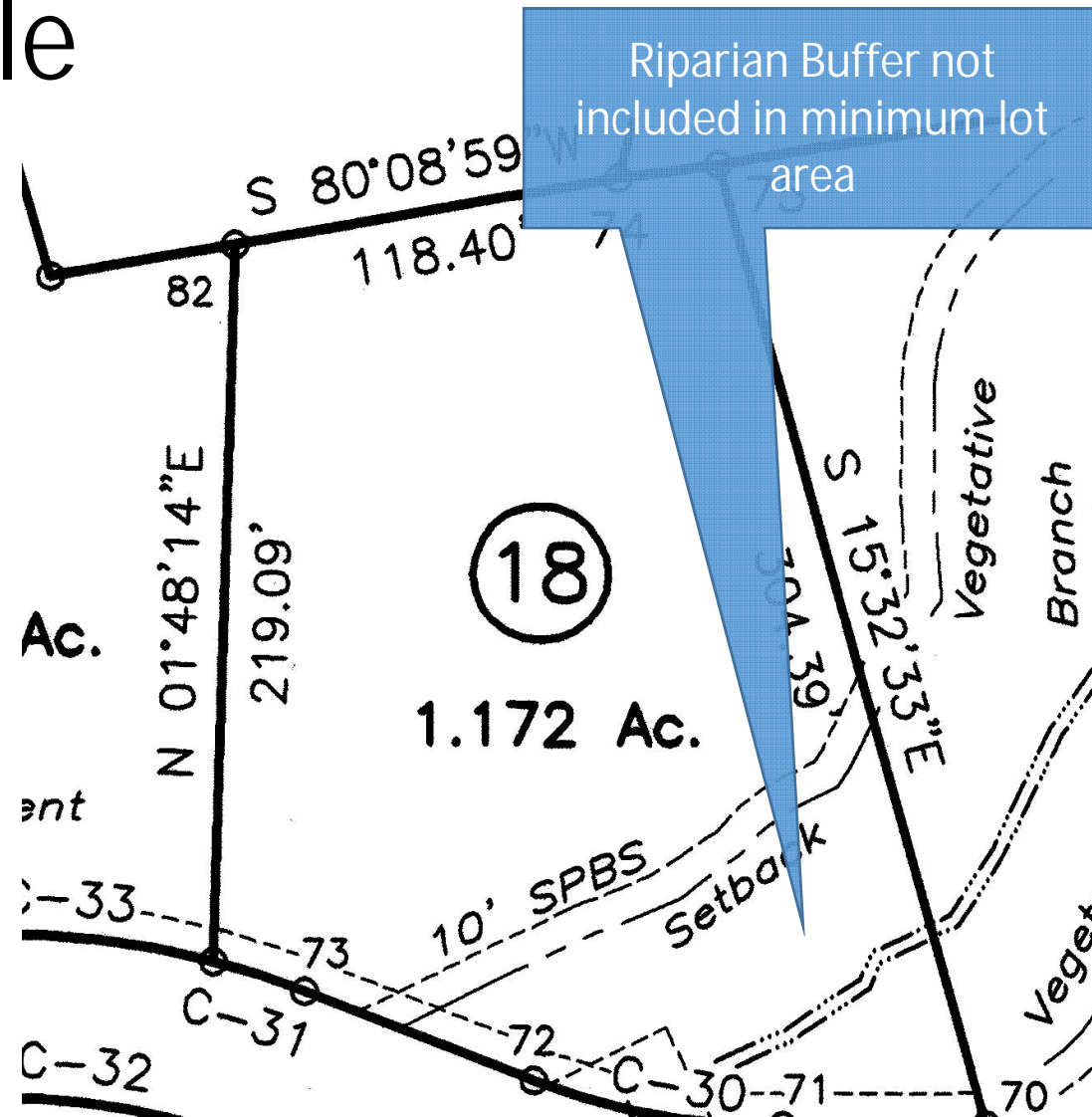
Environmental

- S.L. 2015-90 – Development projects must now be at least ten acres in size to trigger an environmental impact statement
- S.L. 2015-246 – Limits on local riparian buffer regulations
 - The area of a riparian buffer must count toward lot dimensional standards even if the buffer is held as common area

Riparian buffer example

Minimum useable lot area definition – Does not include public right-of-ways or land within riparian buffers, flood hazard areas, or floodways.”

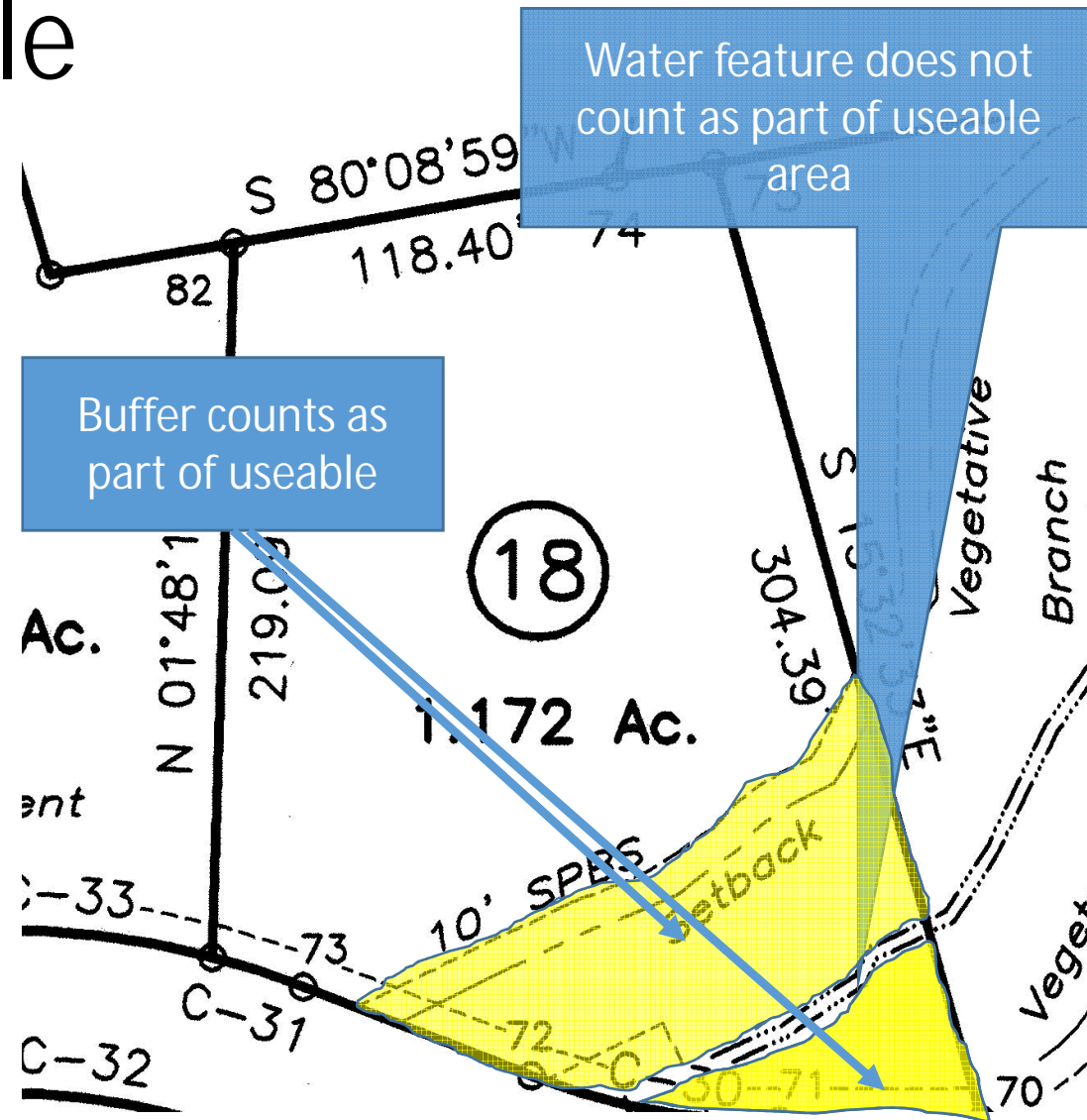
Legislation requires that the riparian buffer area count as part of useable area. The water feature still does not count as part of useable area.



Riparian buffer example

Example: Lot 18 has a minimum of 10,000 square feet of useable area for a note on the recorded plat. The lot size at 1.172ac = 51,052 square feet.

The lot size could be reduced by approximately 10,000 square feet under the new legislation.



Proposed Amendments – Legislative Changes

Subdivision

- S.L. 2017-10 – Creates “expedited review” classification for certain minor subdivisions
 - No recreation fee
 - Maximum of 3 lots
 - Parent tract must be greater than 5 acres
- S.L. 2017-27 – Alters and clarifies certain standards for subdivision plats

Proposed Amendments – Legislative Changes

Comprehensive Plan Consistency Statements - S.L. 2017-10

- If BOC approves a rezoning that is contrary to the Comp Plan, the BOC must state reasons why and the Comp Plan is automatically amended

Proposed Amendments – Legislative Changes

Agriculture – S.L. 2017-108

- Agritourism is defined in relation to the Bona Fide Farm Exemption
 - “‘Agritourism’ means any activity carried out on a farm or ranch that allows members of the general public, for recreational, entertainment, or educational purposes, to view or enjoy rural activities, including farming, ranching, historic, cultural, harvest-your-own activities, or natural activities and attractions. A building or structure used for agritourism includes any building or structure used for public or private events, including, but not limited to, weddings, receptions, meetings, demonstrations of farm activities, meals, and other events that are taking place on the farm because of its farm or rural setting.”
- A Farm ID number is no longer usable to establish Bona Fide Farm status
- The definition of “Agriculture” is changed
 - “A” farm vs. “The” farm



Chatham County, NC

Text File

File Number: 18-2555

Agenda Date: 4/16/2018

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Finance

File Type: Contract

Agenda Number:

Vote on a request to approve the 2018 Audit Contract with Martin Starnes & Associates, CPAs, PA and increase the Finance budget by \$15,000 to cover additional compliance testing

Action Requested: Approve the 2018 Audit Contract with Martin Starnes & Associates, CPAs, PA and increase the Finance budget by \$15,000 to cover additional compliance testing

Introduction & Background: The County has its accounts audited annually by an independent certified public accountant certified by the Local Government Commission in accordance with General Statute 159-34. The new contract for these services is increasing substantially due in large part to compliance changes issued by the State.

Federal and State regulators have increased scrutiny and testing over all DHHS program compliance in general. The Office of the State Auditor has also determined that the federal direct benefit amounts for the split eligibility programs will no longer be reported on the Schedule of Expenditures of Federal and State Awards. This reduces the major program threshold which in turn requires more program testing for both federal and state programs. Some of these programs may have never been audited for Chatham County, therefore placing them in a high risk category and requiring more file testing. All of these changes will require significantly more staff hours and auditor hours to complete the required compliance portion of the County audit.

Budgetary Impact: The total contract amount is \$75,000.

Recommendation: Approve the 2018 Audit Contract with Martin Starnes & Associates, CPAs, PA and increase the Finance budget by \$15,000 to cover additional compliance testing

CONTRACT TO AUDIT ACCOUNTS

Of Chatham County, NC
Primary Government Unit

N/A

Discretely Presented Component Unit (DPCU) if applicable

On this 6th day of March, 2018,

Auditor: Martin Starnes & Associates, CPAs, P.A. Auditor Mailing Address: _____

730 13th Avenue Dr. SE, Hickory, NC 28602 Hereinafter referred to as The Auditor

and Board of Commissioners (Governing Board(s)) of Chatham County, NC
 (Primary Government)

and N/A: hereinafter referred to as the Governmental Unit(s), agree as follows:
 (Discretely Presented Component Unit)

1. The Auditor shall audit all statements and disclosures required by accounting principles generally accepted in the United States of America (GAAP) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit (s) for the period beginning July 1, 2017, and ending June 30, 2018. The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types).
2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with auditing standards generally accepted in the United States of America. The Auditor shall perform the audit in accordance with *Government Auditing Standards* if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by OMB *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards*, (Uniform Guidance) and the State Single Audit Implementation Act, the Auditor shall perform a Single Audit. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board). **County and Multi-County Health Departments:** The Office of State Auditor (OSA) will require Auditors of these Governmental Units to perform agreed upon procedures (AUPs) on eligibility determination on certain programs. Both Auditor and Governmental Unit agree that Auditor shall complete and report on these AUPs on Eligibility Determination as required by OSA and in accordance with the instructions and timeline provided by OSA.
3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's Auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.
4. This contract contemplates an unqualified opinion being rendered. If during the process of conducting the audit the Auditor determines that it will not be possible to render an unqualified opinion on the financial statements of the unit, the Auditor shall contact the SLGFD staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

Primary Government Unit

N/A

Discretely Presented Component Unit (DPCU) if applicable

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2011 revisions, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of their most recent peer review report regardless of the date of the prior peer review report to the Governmental Unit and the Secretary of the LGC prior to the execution of the audit contract. **If the audit firm received a peer review rating other than pass**, the Auditor shall not contract with the Governmental Unit without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to Government Accounting Standards or if financial statements are not prepared in accordance with GAAP and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to the SLGFD within four months of fiscal year end.
Audit report is due on October 31, 2018. If it becomes necessary to amend this due date or the audit fee, an amended contract along with a written explanation of the delay shall be submitted to the Secretary of the LGC for approval.
7. It is agreed that generally accepted auditing standards include a review of the Governmental Unit's systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.
8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. **Invoices for services rendered under these contracts shall not be paid by the Governmental Unit until the invoice has been approved by the Secretary of the LGC.** (This also includes any progress billings.) [G.S. 159-34 and 115C-447] All invoices for Audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoices shall be sent via upload through the current portal address: <http://nctreasurer.slgfd.leapfile.net>. Subject line should read "Invoice – [Unit Name]". The PDF invoice marked 'approved' with approval date shall be returned by email to the Auditor to present to the Governmental Unit for payment. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.
9. In consideration of the satisfactory performance of the provisions of this contract, the Primary Government shall pay to the Auditor, upon approval by the Secretary of the LGC, the fee, which includes any cost the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (Federal and State grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. (**Note: Fees listed on Fees page.**) This does not include fees for any Pre-Issuance reviews that may be required by the NC Association of CPAs (NCACPA) Peer Review Committee or NC State Board of CPA Examiners (see Item #12).
10. If the Governmental Unit has outstanding revenue bonds, the Auditor shall submit to the SLGFD either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue

bond rate covenant. Additionally, the Auditor shall submit to the SLGFD simultaneously with the Governmental Unit's audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.

11. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board as soon as practical after the close of the fiscal year end.
12. If the audit firm is required by the NC State Board, the NCACPA Peer Review Committee, or the Secretary of the LGC to have a pre-issuance review of its audit work, there shall be a statement in the engagement letter indicating the pre-issuance review requirement. There also shall be a statement that the Governmental Unit shall not be billed for the pre-issuance review. The pre-issuance review shall be performed **prior** to the completed audit being submitted to the SLGFD. The pre-issuance review report shall accompany the audit report upon submission to the SLGFD.
13. The Auditor shall electronically submit the report of audit to the SLGFD as a text-based PDF file when (or prior to) submitting the invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the SLGFD by any interested parties. **Any subsequent revisions to these reports shall be sent to the Secretary of the LGC along with an Audit report Reissuance form.** These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings, by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit without subsequent consent of the Auditor. If the SLGFD determines that corrections need to be made to the Governmental Unit's financial statements, those corrections shall be provided within three days of notification unless another deadline is agreed to by the SLGFD.

If the OSA designates certain programs to be audited as major programs, as discussed in item #2, a turnaround document and a representation letter addressed to the OSA shall be submitted to the SLGFD.

The SLGFD's process for submitting contracts, audit reports and invoices is subject to change. Auditors shall use the submission process in effect at the time of submission. The most current instructions will be found on our website: <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx>

14. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be varied or changed to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.
15. If an approved contract needs to be amended for any reason, the change shall be made in writing, on the Amended LGC-205 contract form and pre-audited if the change includes a change in audit fee. This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted through the audit contract portal to the Secretary of the LGC for approval. The portal address to upload the amended contract is <http://nctreasurer.slgfd.leapfile.net> No change to the audit contract shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.

Primary Government Unit

N/A

Discretely Presented Component Unit (DPCU) if applicable

16. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit shall be attached to the contract, and by reference here becomes part of the contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item #23 of this contract. Engagement letters containing indemnification clauses shall not be accepted by the SLGFD.
17. Special provisions should be limited. Please list any special provisions in an attachment.
18. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the parent government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and finance officer also shall be included on this contract.
19. The contract shall be executed, pre-audited, physically signed by all parties including Governmental Unit and the Auditor and then submitted in PDF format to the Secretary of the LGC. The current portal address to upload the contractual documents is <http://nctreasurer.slgfd.leapfile.net>. Electronic signatures are not accepted at this time. Included with this contract are instructions to submit contracts and invoices for approval as of November 2017. These instructions are subject to change. Please check the NC Treasurer's web site at <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx> for the most recent instructions.
20. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. **The audit should not be started before the contract is approved.**
21. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.
22. **E-Verify.** Auditor **shall comply** with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor **shall require** such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.
23. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted: (See Item #16 for clarification).
-
-

SIGNATURE PAGES FOLLOW FEES PAGE

Primary Government Unit

N/A

Discretely Presented Component Unit (DPCU) if applicable

FEES – PRIMARY GOVERNMENTAUDIT: \$ See fee section of engagement letterWRITING FINANCIAL STATEMENTS: \$ N/AALL OTHER NON-ATTEST SERVICES: \$ N/A

For all non-attest services the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and *Governmental Auditing Standards* (as applicable). Bookkeeping and other non-attest services necessary to perform the audit shall be included under this contract. However, bookkeeping assistance shall be limited to the extent that the Auditor is not auditing his or her own work or making management decisions. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience necessary to oversee the services and accept responsibility for the results of the services. Financial statement preparation assistance shall be deemed a “significant threat” requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. The Auditor shall maintain written documentation of his or her compliance with these standards in the audit work papers.

Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees above. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year audit fee.

The 75% cap for interim invoice approval for this audit contract is \$ 43,350

** NA if there is to be no interim billing

FEES – DPCU (IF APPLICABLE)AUDIT: \$ N/AWRITING FINANCIAL STATEMENTS: \$ N/AALL OTHER NON-ATTEST SERVICES: \$ N/A

For all non-attest services the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and *Governmental Auditing Standards* (as applicable). Bookkeeping and other non-attest services necessary to perform the audit shall be included under this contract. However, bookkeeping assistance shall be limited to the extent that the Auditor is not auditing his or her own work or making management decisions. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience necessary to oversee the services and accept responsibility for the results of the services. Financial statement preparation assistance shall be deemed a “significant threat” requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. The Auditor shall maintain written documentation of his or her compliance with these standards in the audit work papers.

Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees above. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year audit fee.

The 75% cap for interim invoice approval for this audit contract is \$ N/A

** NA if there is to be no interim billing

Contract to Audit Accounts (cont.) Chatham County, NC
Primary Government Unit N/A
Discretely Presented Component Unit (DPCU) if applicable

Communication regarding audit contract requests for modification or official approvals will be sent to the email addresses provided in the spaces below.

Audit Firm Signature:
Martin Starnes & Associates, CPAs, P.A.
Name of Audit Firm
By Amber Y. McGhinnis, Senior Audit Manager
Authorized Audit firm representative name: Type or print
Amber Y McGhinnis
Signature of authorized audit firm representative
Date March 6, 2018
amcghinnis@martinstarnes.com
Email Address of Audit Firm

Governmental Unit Signatures:
Chatham County, NC
Name of Primary Government
By Diana Hales, Chair
Mayor / Chairperson: Type or print name and title
Signature of Mayor/Chairperson of governing board
Date
By N/A
Chair of Audit Committee - Type or print name
N/A **
Signature of Audit Committee Chairperson
Date N/A

** If Governmental Unit has no audit committee, mark this section "N/A"

PRE-AUDIT CERTIFICATE: Required by G.S. 159-28 (a)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.
By Vicki McConnell, Deputy County Manager/Finance Director
Primary Government Unit Finance Officer:
Type or print name

Primary Government Finance Officer Signature
Date
(Pre-audit Certificate must be dated.)

vicki.mcconnell@chathamnc.org
Email Address of Finance Officer

Date Primary Government Governing Body Approved Audit Contract - G.S. 159-34(a)

Please provide us the most current email addresses available as we use this information to update our contact database

Primary Government Unit

N/A

Discretely Presented Component Unit (DPCU) if applicable

**** This page to only be completed by Discretely Presented Component Units If Applicable ****

Communication regarding audit contract requests for modification or official approvals will be sent to the email addresses provided in the spaces below.

DPCU Governmental Unit Signatures:

N/A

Name of Discretely Presented Component Unit

By N/A

DPCU Board Chairperson: Type or print name and titleSignature of Chairperson of DPCU governing board

Date N/A

By N/A

Chair of Audit Committee - Type or print name

N/A

**

Signature of Audit Committee Chairperson

Date N/A

*** If Governmental Unit has no audit committee, mark this section "N/A"*

PRE-AUDIT CERTIFICATE: Required by G.S. 159-28**(a)**

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

By N/A

DPCU Finance Officer:

Type or print name

N/A

DPCU Finance Officer Signature

Date N/A

*(Pre-audit Certificate **must be dated.**)*

N/A

Email Address of Finance Officer

Date DPCU Governing Body Approved Audit Contract - G.S. 159-34(a)

N/A

*****Please provide us the most current email addresses available as we use this information to update our contact database*****

Primary Government Unit

N/A

Discretely Presented Component Unit (DPCU) if applicable

Steps to Completing the Audit Contract

1. Complete the header information – If a DPCU is subject to the audit requirements found in the Local Government Budget and Fiscal Control Act and a separate report is being issued for that DPCU, a separate audit contract for the DPCU is required. If a separate report is not being issued for the DPCU – it is being included in the Primary Government’s audit – the DPCU shall be named with the Primary Government on the audit contract for the Primary Government. The Board Chairperson of the DPCU shall sign the audit contract in addition to the elected leader of the Primary Government.
2. Item No. 1 – Complete the period covered by the audit
3. Item No. 6 – Fill in the audit due date. For Governmental Unit (s), the contract due date can be no later than 4 months after the end of the fiscal year, even though amended contracts may not be required until a later date.
4. Item No. 8 – If the process for invoice approval instructions changed, the Auditor should make sure he and his administrative staff are familiar with the current process. Instructions for each process can be found at the following link. <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx>
5. Item No. 9 –Please note that the new fee section has been moved to page 5.
6. Item No. 16 – Has the engagement letter been attached to the contract that is being submitted to SLGFD?
 - a. Do the terms and fees specified in the engagement letter agree with the Audit contract? *“In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence.”*
 - b. Does the engagement letter contain an indemnification clause? **The audit contract shall not be approved if there is an indemnification clause – refer to LGC Memo # 986.**
7. Complete the fee section for BOTH the Primary Government and the DPCU (if applicable) on the fees page; please note:
 - The cap on interim payments is 75% of the current audit fee for services rendered if the contracted fee amount is a fixed amount. If any part of the fee is variable, interim payments are limited to 75% of the prior year’s total audit fee. If the contract fee is partially variable, we shall compare the authorized interim payment on the contract to 75% of last year’s actual approved total audit fee amount according to our records. There is a report of audit fees paid by each governmental unit on our web site: https://www.nctreasurer.com/slg/lfm/audit_acct/Pages/default.aspx select “audit fees”

Please call or email Lorna Hodge at 919-814-4299 lorna.hodge@nctreasurer.com if you have any questions about the fees on this list.

 - For variable fees for services, are the hourly rates or other rates clearly stated in detail? If issued separately in an addendum, has the separate page been acknowledged in writing by the Governmental Unit?

Primary Government Unit

N/A

Discretely Presented Component Unit (DPCU) if applicable

- For fees for services that are a combination of fixed and variable fees, are the services to be provided for the fixed portion of the fee clearly stated? Are the hourly rates or other rates clearly stated for the variable portion of the fee? (Note: See previous bullet point regarding variable fees.)
 - If there is to be no interim billing, please indicate N/A instead of leaving the line blank.
8. Signature Area – There are now 2 Signature Pages: one for the Primary Government and one for the DPCU. Please only send the page(s) that are applicable to your Unit of Government and do not include the instructions pages. Make sure all signatures have been obtained, and properly dated. **The contract shall be approved by Governing Boards pursuant to G.S. 159-34(a).** If this contract includes the audit for a DPCU that is a Public Authority that falls under the Local Government Budget and Fiscal Control Act, it shall be named in this contract and the Board Chairperson of the DPCU also shall sign the contract in the area indicated. If the DPCU is filing a separate audit, a separate audit contract is required for that DPCU.
9. Please place the date the Primary Government's Governing Board and the DPCU's Governing Board (if applicable) approved the audit contract in the space provided.
- a. Please make sure that you provide email addresses for the audit firm and finance officer as these will be used to communicate official approval of the contract.
 - b. Has the pre-audit certificate for the Primary Government (and the DPCU if applicable) been signed and dated by the appropriate party?
 - c. Has the name and title of the Mayor or Chairperson of the Unit's Governing Board and the DPCU's Chairperson (if applicable) been typed or printed on the contract and has he/she signed in the correct area directly under the Auditor's signature?
10. If the Auditor is performing an audit under the yellow book or single audit rules, has year-end bookkeeping assistance been limited to those areas permitted under the revised GAO Independence Standards? Although not required, we encourage Governmental Units and Auditors to disclose the nature of these services in the contract or an engagement letter. Fees for these services should be shown in the space indicated on the fees page.
11. Has the most recently issued peer review report for the audit firm been included with the contract? This is required if the audit firm has received a new peer review report that has not yet been forwarded to us. The audit firm is only required to send the most current Peer Review report to us once – not multiple times.
12. After all the signatures have been obtained and the contract is complete, please convert the contract and all other supporting documentation to PDF. **When submitting for approval combine and send the documents as one PDF file to include the Audit contract, any applicable addendums, the engagement letter and Peer Review Report.** Submit these documents using the most current submission process which can be obtained at the NC Treasurer's web site
<https://www.nctreasurer.com/slg/Audit%20Forms%20and%20Resources/Instructions%20for%20Contract%20Submission.pdf>
13. If an audit cannot be completed by the due date, the Auditor or Governmental Unit shall file an Amended Contract form (Amended LGC-205). This form shall be signed by the Governmental Unit representative and the Auditor. The explanation for the delay in completing the audit is part of this contract amendment form and shall be provided. The parties that signed the original audit contract shall sign the amended contract form as well. If the signing representatives are unable to sign the amended contract, please include an explanation for this in the submitted amended contract form.



Koonce, Wooten & Haywood, LLP
CERTIFIED PUBLIC ACCOUNTANTS

SYSTEM REVIEW REPORT

To the Partners of Martin Starnes & Associates, CPAs, P.A.
and the Peer Review Committee of the North Carolina Association
of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Martin Starnes & Associates, CPAs, P.A. (the firm) in effect for the year ended December 31, 2014. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards* and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Martin Starnes & Associates, CPAs, P.A. in effect for the year ended December 31, 2014, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Martin Starnes & Associates, CPAs, P.A. has received a peer review rating of *pass*.

Koonce, Wooten & Haywood, LLP

Koonce, Wooten & Haywood, LLP

May 21, 2015

Raleigh

4060 Barrett Drive
Post Office Box 17806
Raleigh, North Carolina 27619

919 782 9265
919 783 8937 FAX

Durham

3511 Shannon Road
Suite 100
Durham, North Carolina 27707

919 354 2584
919 489 8183 FAX

Pittsboro

10 Sanford Road
Post Office Box 1399
Pittsboro, North Carolina 27312

919 542 6000
919 542 5764 FAX

MARTIN ♦ STARNES & ASSOCIATES, CPAs, P.A.

"A Professional Association of Certified Public Accountants and Management Consultants"

March 6, 2018

Vicki McConnell, Finance Director
Chatham County
12 East Street
Pittsboro, NC 27312

You have requested that we audit the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of Chatham County, NC, as of June 30, 2018, and for the year then ended, and the related notes to the financial statements, which collectively comprise Chatham County's basic financial statements as listed in the table of contents.

In addition, we will audit the entity's compliance over major federal and State award programs for the period ended June 30, 2018. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audits will be conducted with the objectives of our expressing an opinion on each opinion unit and an opinion on compliance regarding the entity's major federal and State award programs.

Accounting principles generally accepted in the United States of America require that certain supplementary information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

- Management's Discussion and Analysis
- Law Enforcement Officers' Special Separation Allowance schedules
- Other Post-Employment Benefits' schedules
- Local Government Employees' Retirement System's schedules
- Register of Deeds' Supplemental Pension Fund schedules

Supplementary information other than RSI will accompany Chatham County's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following supplementary information in relation to the financial statements as a whole:

- Combining and individual fund financial statements
- Budgetary schedules
- Other schedules
- Schedule of Expenditures of Federal and State Awards

Schedule of Expenditures of Federal and State Awards

We will subject the Schedule of Expenditures of Federal and State Awards to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the Schedule of Expenditures of Federal and State Awards is presented fairly in all material respects in relation to the financial statements as a whole.

The following additional information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information:

- Introductory information
- Statistical section

We will make reference to the component unit auditor's audit of the Chatham County ABC Board in our report on your financial statements.

Data Collection Form

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, Schedule of Expenditures of Federal and State Awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the Federal Audit Clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the Federal Audit Clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the *earlier* of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

Audit of the Financial Statements

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS), the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America; the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and the State Single Audit Implementation Act. Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. If appropriate, our procedures will therefore include tests of documentary evidence that support the transactions recorded in the accounts, tests of the physical existence of inventories, and the direct confirmation of cash, investments, and certain other assets and liabilities by correspondence with creditors and financial institutions. As part of our audit process, we will request written representations from your attorneys, and they may bill you for responding. At the conclusion of our audit, we will also request certain written representations from you about the financial statements and related matters.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance (whether caused by errors, fraudulent financial reporting, misappropriation of assets, detected abuse, or violations of laws or governmental regulations) may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and *Government Auditing Standards* of the Comptroller General of the United States of America. Please note that the determination of abuse is subjective and *Government Auditing Standards* does not require auditors to detect abuse.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit. Our responsibility as auditors is, of course, limited to the period covered by our audit and does not extend to any other periods.

We will issue a written report upon completion of our audit of Chatham County's basic financial statements. Our report will be addressed to the governing body of Chatham County. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

Audit of Major Program Compliance

Our audit of Chatham County's major federal and state award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; the Uniform Guidance, and the State Single Audit Implementation Act, and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance and the State Single Audit Implementation Act and other procedures we consider necessary to enable us to express such an opinion on major federal and state award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance and the State Single Audit Implementation Act require that we also plan and perform the audit to obtain reasonable assurance about whether the entity has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major federal and state award programs. Our procedures will consist of determining major federal and State programs and performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance and the State Single Audit Implementation Act.

Also, as required by the Uniform Guidance and the State Single Audit Implementation Act, we will perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal and state award programs. However, our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal and state award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

Management's Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance, acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
3. For identifying, in its accounts, all federal and state awards received and expended during the period and the federal and State programs under which they were received, including federal awards and funding increments received prior to December 26, 2014 (if any), and those received in accordance with the Uniform Guidance (generally received after December 26, 2014);
4. For maintaining records that adequately identify the source and application of funds for federal and state funded activities;
5. For preparing the Schedule of Expenditures of Federal and State Awards (including notes and noncash assistance received) in accordance with the Uniform Guidance and State Single Audit Implementation Act;
6. For the design, implementation, and maintenance of internal control over federal and state awards;

7. For establishing and maintaining effective internal control over federal and state awards that provides reasonable assurance that the nonfederal and nonstate entity is managing federal and state awards in compliance with federal and state statutes, regulations, and the terms and conditions of the federal and state awards;
8. For identifying and ensuring that the entity complies with federal and state statutes, regulations, and the terms and conditions of federal and state award programs and implementing systems designed to achieve compliance with applicable federal and state statutes, regulations and the terms and conditions of federal and state award programs;
9. For disclosing accurately, currently and completely the financial results of each federal and state award in accordance with the requirements of the award;
10. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
11. For taking prompt action when instances of noncompliance are identified;
12. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
13. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
14. For submitting the reporting package and data collection form to the appropriate parties;
15. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
16. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, and relevant to federal and state award programs, such as records, documentation, and other matters;
 - b. Additional information that we may request from management for the purpose of the audit; and
 - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
17. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;
18. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
19. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and
20. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the supplementary information referred to above (including the Schedule of Expenditures of Federal and State Awards), you acknowledge and understand your responsibility (a) for the preparation of the supplementary information in accordance with the applicable criteria, (b) to provide us with the appropriate written representations regarding supplementary information, (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information, and (d) to present the supplementary information with the audited basic financial statements, or if the supplementary information will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

With regard to using the auditor's report, you understand that you must obtain our prior written consent to reproduce or use our report in bond offering official statements or other documents. If you intend to publish or otherwise reproduce the basic financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Fees

Marcie Spivey is the engagement partner for the audit services specified in this letter. Her responsibilities include supervising Martin Starnes & Associates, CPAs, P.A.'s services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report. To ensure that our independence is not impaired under the AICPA Code of Professional Conduct, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

Our fees for these services are as follows:

Fixed:

Audit	\$ 75,000
Financial Statement Drafting	-
Other Non-Attest Services	-
	<u>\$ 75,000</u>

Variable:

Charge per major program over five (5)	<u>\$ 3,000</u>
--	-----------------

Our invoices for these fees will be rendered in four installments as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for non-payment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our reports. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination.

We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use Chatham County's personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit.

We want our clients to receive the maximum value for our professional services and to perceive that our fees are reasonable and fair. In working to provide you with such value, we find there are certain circumstances that can cause us to perform work in excess of that contemplated in our fee estimate.

Following are some of the more common reasons for potential supplemental billings:

Changing Laws and Regulations

There are many governmental and rule-making boards that regularly add or change their requirements. Although we attempt to plan our work to anticipate the requirements that will affect our engagement, there are times when this is not possible. We will discuss these situations with you at the earliest possible time in order to make the necessary adjustments and amendments in our engagement.

Incorrect Accounting Methods or Errors in Client Records

We base our fee estimates on the expectation that client accounting records are in order so that our work can be completed using our standard testing and accounting procedures. However, should we find numerous errors, incomplete records, or the application of incorrect accounting methods, we will have to perform additional work to make the corrections and reflect those changes in the financial statements.

Failure to Prepare for the Engagement

In an effort to minimize your fees, we assign you the responsibility for the preparation of schedules and documents needed for the engagement. We also discuss matters such as availability of your key personnel, deadlines, and work space. If your personnel are unable, for whatever reasons, to provide these items as previously agreed upon, it might substantially increase the work we must do to complete the engagement within the scheduled time.

Starting and Stopping Our Work

If we must withdraw our staff because of the condition of the client's records, or the failure to provide agreed upon items within the established timeline for the engagement, we will not be able to perform our work in a timely, efficient manner, as established by our engagement plan. This will result in additional fees, as we must reschedule our personnel and incur additional start-up costs.

Assistance with Financial Statement Drafting

Your personnel is responsible for drafting the financial statements and related notes and the Schedule of Expenditures of Federal and State Awards. Upon completion of the drafted financial statements, we will review them and return them to you with suggested revisions. If significant assistance is needed to make those revisions, this will result in additional fees based on the amount of assistance required.

Our fees are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our fees for such services range from \$75-\$300 per hour.

Other Matters

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

The audit documentation for this engagement is the property of Martin Starnes & Associates, CPAs, P.A. and constitutes confidential information. However, we may be requested to make certain audit documentation available to the Local Government Commission, Office of the State Auditor, federal or State agencies and the U.S. Government Accountability Office pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under

the supervision of Martin Starnes & Associates, CPAs, P.A.'s personnel. Furthermore, upon request, we may provide copies of selected audit documentation to these agencies and regulators. The regulators and agencies may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

We will perform the following nonattest services:

- Preparation of Data Collection Form

With respect to the nonattest services we perform as listed above, Chatham County's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Government Auditing Standards require that we document an assessment of the skills, knowledge, and experience of management, should we participate in any form of preparation of the basic financial statements and related schedules or disclosures as these actions are deemed a non-audit service.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

You agree to inform us of facts that may affect the financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

At the conclusion of our audit engagement, we will communicate to management and those charged with governance the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of our latest external peer review report of our firm to the Contract to Audit Accounts for your consideration and files.

Please sign and return a copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements and compliance over major federal and state award programs, including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,

Martin Starnes & Associates, CPAs, P.A.

Martin Starnes & Associates, CPAs, P.A.
Hickory, North Carolina

RESPONSE:

This letter correctly sets forth the understanding of Chatham County.

Acknowledged and agreed on behalf of Chatham County by:

Name: _____

Title: _____

Date: _____



Chatham County, NC

Text File

File Number: 18-2575

Agenda Date: 4/16/2018

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Public Works

File Type: Contract

Agenda Number:

Vote on a request to approve Hazen & Sawyer to develop a comprehensive water and wastewater utility master plan and approve Renee Paschal, County Manager to sign the contract on behalf of the County, after review by the County Attorney.

Action Requested: Vote on a request to approve Hazen & Sawyer to develop a comprehensive water and wastewater utility master plan and approve Renee Paschal, County Manager to sign the contract on behalf of the County, after review by the County Attorney.

Introduction & Background:

Chatham County, Goldston, Siler City, and Pittsboro intend to develop a comprehensive water and wastewater utility master plan that will facilitate a regional coordinated effort to meet their projected water and wastewater needs in both the near term and long term (to the year 2040).

Discussion & Analysis:

Use existing water billing data and/or other metrics such as wholesale billing usage to estimate per person water usage for each municipality. Utilize water plant production data or metered flows to establish total existing water demand (to include flushing needs). Water usage for non-residential users will be assumed to be proportional to current usage, or altered to reflect increased usage as anticipated by each Partner and/or to account for the development of the mega sites. Estimate future water demands for the year 2020, 2030 to 2040, and an "ultimate" demand at year 2070 to comply with state regulatory planning guidance for 50 year water supply planning.

How does this relate to the Comprehensive Plan:

Provide infrastructure to support desired development and support economic and environmental objectives.

Budgetary Impact: Contract amount is \$110,000

Recommendation:

Vote on a request to approve Hazen & Sawyer to develop a comprehensive water and wastewater utility master plan and approve Renee Paschal, County Manager to sign the contract on behalf of the County, after review by the County Attorney.



Chatham County, NC

Text File

File Number: 18-2557

Agenda Date: 4/16/2018

Version: 1

Status: Agenda Ready

In Control: Solid Waste and Recycling

File Type: Agenda Item

Agenda Number:

Vote on a Request to approve the bid from Bar Construction in the amount of \$264,840 for Collection Center Improvements and Authorize County Manager to execute the contract.

Action Requested: Vote on a Request to approve the bid from Bar Construction in the amount of \$264,840 for Collection Center Improvements and Authorize County Manager to execute the contract.

Introduction & Background: The Solid Waste & Recycling Division requested bids from licensed contractors to perform site improvements at four (4) collection centers. The work will include construction of stormwater basins at Bonlee and Siler City Centers and install concrete pads and asphalt resurfacing and patching at four (4) collection centers

Discussion & Analysis:

How does this relate to the Comprehensive Plan: Conserve natural resources: Construct stormwater basins at Bonlee and Siler City Centers.

Budgetary Impact: This was approved in the FY 18 Operating Budget.

Recommendation: Vote on a Request to approve Bar Construction as the lowest, responsible bidder for Collection Center Improvements and Authorize County Manager to execute the contract.



Chatham County, NC

Text File

File Number: 18-2556

Agenda Date: 4/16/2018

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 as proposed by staff

Action Requested: Vote on a request to approve Fiscal Year 2017-2018 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 must be approved by the Board of Commissioners for fiscal year 2018.

The Social Services budget is being increased by a total of \$74,986 to reflect an additional allocation of federal Low Income Home Energy Assistance funds.

Court Related Programs budget is being increased by \$39,883 to cover grant expenses related to the Family Visitation Program.

The Sheriff's budget is being increased by a total of \$99,958 to cover grant expenses related to the DV Electronic Monitoring Program.

A transfer from contingency in the amount of \$39,000 is being made to cover the unexpected replacement of a repeater and generator from the Telecommunications budget.

Budgetary Impact: The proposed amendments increase the General Fund by \$224,827, with an increase to appropriated fund balance in the amount of \$10,000. Transfers from contingency total \$39,000.

Recommendation: Vote to approve budget amendments as proposed by staff.

FY 2018 Budget Amendments

<u>Fund</u>	<u>Department/Division</u>	<u>Account Description</u>	<u>Revenue</u>	<u>Expense</u>	<u>Description</u>
General	Social Services	Federal Grant	74,986.00		Low Income Home Energy Assistance
General	Social Services	Low Income Energy		74,986.00	
General	Court Related Programs	Safe Havens Grant Revenue	14,883.00		Safe Havens State Grant
General	Court Related Programs	Safe Haven Travel-Mileage		513.00	
General	Court Related Programs	Safe Haven Supplies-General		6,295.00	
General	Court Related Programs	Safe Haven Comm-Telephone		1,500.00	
General	Court Related Programs	Safe Haven Comm-Postage		100.00	
General	Court Related Programs	Safe Haven Dues & Subscription		175.00	
General	Court Related Programs	Safe Haven Rent		6,300.00	
General	Court Related Programs	Safe Havens Grant Revenue	25,000.00		Safe Havens Federal Grant
General	Court Related Programs	Safe Havens Contracted Svcs		25,000.00	
General	Sheriff	State Grant Revenue	99,958.00		Electronic Monitoring Grant
General	Sheriff	State Grant Expense		99,958.00	
General	Gen Service	Appropriated Fund Balance	10,000		Peg Channel Fees
General	Gen Service	Supplies - Computer		10,000	

Total General Fund Budget Increase (Decrease):

224,827	224,827
----------------	----------------

FY18 General Appropriated Fund Balance:

6,251,061

Additional Appropriation with Amendments:

74,986

FY18 Total General Appropriated Fund Balance:

6,326,047

<u>Fund</u>	<u>Department/Division</u>	<u>Account Description</u>	<u>Revenue</u>	<u>Expense</u>	<u>Description</u>
General	Telecommunications	Contingency		(39,000)	Repeater and Generator
General	Telecommunications	Capital Outlay - Equipment		39,000	

Total Transfers from Contingency

39,000



Chatham County, NC

Text File

File Number: 18-2558

Agenda Date: 4/16/2018

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Planning

File Type: Agenda Item

A request by Kirk Metty on behalf of Lewis Metty Development Co. for subdivision **Final Plat** approval of **Cedar Mountain, Phase 3C**, consisting of 12 lots on 28.050 acres, located off SR-1540, Jones Ferry Rd, Cedar Grove Rd., and Cedar Mountain Rd, parcel #1611 and #1721.

Action Requested:

Vote on a request by Kirk Metty on behalf of Lewis Metty Development Co. for subdivision Final Plat approval of Cedar Mountain, Phase 3C, consisting of 12 lots on 28.050 acres, located off SR-1540, Jones Ferry Rd, Cedar Grove Rd., and Cedar Mountain Rd, parcel #1611 and #1721.

Introduction & Background:

Zoning: R-1

Watershed: WSVI-PA / JLBA

Water: private wells

Septic: private on-site and off-site septic systems and repair areas.

Roadways: public, NCDOT state maintained roads. (The previously approved roads within Cedar Grove Subdivision and Cedar Mountain Subdivision have not yet been taken over by NCDOT for maintenance. Mr. Chuck Lewis sent an email to Planning staff on February 15, 2018 stating he was waiting on NCDOT to identify the damaged areas. The repair areas were identified before the winter weather and more damaged areas have appeared after.)

Preliminary plat approval for 65 lots was granted by the Board of Commissioners on July 6, 2007. To date 53 lots have received final plat approval. On January 16, 2018, the developer received an extension from the Board of Commissioners to extend the deadline for final plat submittal to January 16, 2019. The Planning Board has 60 days in which to act on the proposal.

Discussion & Analysis:

The request before the Board is for a final plat for the remaining twelve (12) lots.

The request is being submitted along with a request for a financial guarantee for completion of the required improvements. The developer is required to complete a

minimum of 40% of the required improvements prior to a final plat submittal and the roadway has to be accessible to emergency vehicles. Per the cost estimate letter dated February 26, 2018, by Samir W. Bahho, PE, the improvements are 59% complete and the roadways are accessible to emergency vehicles. An updated cost letter may be provided prior to final plat approval. Staff recommends the request for a financial guarantee be approved.

The lots are served by on-site and off-site septic systems and repair areas. All off-site septic areas are considered a non-contiguous part of the main lot. The off-site septic areas are accessed by 30 foot wide utility easements. In 2007, a condition of preliminary plat approval stated "Prior to recordation of the final plat, the developer shall install all of the supply lines for the off-site sewage treatment systems at one time, use only gravel less systems, have one contractor complete all of the work, and install the supply lines at least 30 inches deep." Septic improvement permits for each lot have been approved by Thomas Boyce, Chatham County Soil Specialist and Lead Soil Scientist. The installation of the septic tanks and individual drain fields will be the responsibility of the individual property owners.

The Technical Review Committee met on February 14, 2018 to review the submittal. John Strowd, North Chatham Fire Chief, stated that the only water point close to the subdivision is one mile away.

The Planning Board met on March 6, 2018. Mr. Kirk Metty, Developer, was present to answer questions. Board members had questions about the off-site septic systems, utility easements providing access to the septic systems, and locations of the off-sites in regard to the lots in Phase 3C. A board member questioned why the off-site septic area for Lot 12 was in a different location than the remaining off-site septic areas. Mr. Metty stated there was a septic area not used in an earlier phase and he wanted to utilize that septic area in Phase 3C.

How does this relate to the Comprehensive Plan:

The property is located in an area designated as Rural. The area is recommended in part for low density development, mix of uses including agriculture, large lot residential, and rural two-lane roads.

Recommendation:

The Planning Department and Planning Board by vote of 8-1 recommends granting final plat approval of **Cedar Mountain, Phase 3C** with the following conditions:

1. The final plat not be recorded until the county attorney has reviewed and approved the form of the contract and financial guarantee.
2. The final plat shall not be recorded until the engineer has certified that the roadway providing access to the parcels are accessible to emergency vehicles.
3. Remove incorrect riparian buffer note from the final plat.
4. The final plat shall label sheet two as Sheet 2 of 2



Chatham County, NC

Text File

File Number: 18-2568

Agenda Date: 4/16/2018

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 on a request 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.

DATE 4/02/18	BOARD REVIEW OF CORRECTED RECEIPTS REPORT										PAGE 1
TIME 10:07:12	CHATHAM CO TAX DEPARTMENT										PROG# CL2182
USER AMY	DEPOSIT DATES 3/01/2018 THROUGH 3/31/2018										
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	
=====											
2013 SHAMBERGER MICHELLE BREWER	3/29/2018	2095843	202			26.80	5.00		RANDOLPH VERIFIC	OCNTY	
** YEAR TOTALS **						26.80	5.00				
2014 TRIANGLE LAND CONSERVANCY	3/16/2018	2150671	106					125.00	EXEMPT / NO FEE	SWFEE	
** YEAR TOTALS **								125.00			
2016 TRIANGLE LAND CONSERVANCY	3/16/2018	2280115	106					125.00	EXEMPT / NO FEE	SWFEE	
** YEAR TOTALS **								125.00			
2017 BRIAR CHAPEL COMMUNITY	3/16/2018	2334613	107					125.00	EXEMPT PROPERTY	SWFEE	
2017 CHATHAM PARK INVESTORS LLC	3/01/2018	2311244	106	7596.07					ANNEX INTO PITTS	ANNEX	
2017 CHATHAM PARK INVESTORS LLC	3/01/2018	2353675	201	6456.26					ANNEXATION PARTI	ANNEX	
2017 LAJEUNESSE PATRICK DALE	3/15/2018	2304937	109		46.74				PP SOLD PER DMV	PPSLD	
2017 MCNINCH BRIAN KARL	3/28/2018	2320588	107		47.93				SOLD PER BILL OF	PPSLD	
2017 PAH VETERINARY, PLLC	3/06/2018	2352588	201		3756.94				PICKED UP AS REA	PPVAL	
2017 TOWN OF CARY	3/16/2018	2334635	203					125.00	NO FEE / CARY CI	SWFEE	
2017 TRIANGLE LAND CONSERVANCY	3/16/2018	2345459	106					125.00	EXEMPT / NO FEE	SWFEE	
** YEAR TOTALS **				14052.33	3851.61			375.00			
*** FINAL TOTALS ***				14052.33	3851.61	26.80	5.00	625.00			
*** NORMAL END OF JOB ***											



North Carolina Veh

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
ALLRED, RICHARD LEE	ALLRED, RICHARD LEE		1189 MCLAURIN RD		SILER CITY, NC 27344	Proration	0028690690	CF75505	AUTHORIZED	83375190	Refund Generated due to proration on Bill #0028690690-2017-0000-00
ALLRED, RICHARD LEE	ALLRED, RICHARD LEE		1189 MCLAURIN RD		SILER CITY, NC 27344	Proration	0041050805	TPT4999	AUTHORIZED	83375196	Refund Generated due to proration on Bill #0041050805-2017-0000-00
ANTONUCCIO, SCOTT JAMES	ANTONUCCIO, SCOTT JAMES		3962 US 15-501 NORTH		PITTSBORO, NC 27312	Adjustment < \$100	0014483484	YVB5088	AUTHORIZED	124535427	Refund Generated due to adjustment on Bill #0014483484-2017-0000
ANTONUCCIO, SCOTT JAMES	ANTONUCCIO, SCOTT JAMES	ANTONUCCIO, SANDRA RAY	3962 US 15-501 NORTH		PITTSBORO, NC 27312	Adjustment < \$100	0014484980	MPF8879	AUTHORIZED	124535436	Refund Generated due to adjustment on Bill #0014484980-2017-0000
ANTONUCCIO, SCOTT JAMES	ANTONUCCIO, SCOTT JAMES		3962 US 15-501 NORTH		PITTSBORO, NC 27312	Adjustment < \$100	0014485395	VTC1558	AUTHORIZED	124535445	Refund Generated due to adjustment on Bill #0014485395-2017-0000



North Carolina Ver

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	03/16/2018	3/16/2018 2:33:17 PM
ie	Vehicle Sold	03/16/2018	3/16/2018 2:35:36 PM
ie	Situs error	03/09/2018	3/9/2018 1:50:16 PM
ie	Situs error	03/09/2018	3/9/2018 1:58:37 PM
ie	Situs error	03/09/2018	3/9/2018 1:59:54 PM



North Carolina Ver

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$1.10)	\$0.00	(\$1.10)
03	Tax	(\$0.12)	\$0.00	(\$0.12)
			Refund	\$1.22
00	Tax	(\$12.49)	\$0.00	(\$12.49)
03	Tax	(\$1.39)	\$0.00	(\$1.39)
			Refund	\$13.88
00	Tax	\$0.00	\$0.00	\$0.00
21	Tax	(\$5.59)	\$0.00	(\$5.59)
06	Tax	\$1.58	\$0.00	\$1.58
			Refund	\$4.01
00	Tax	\$0.00	\$0.00	\$0.00
21	Tax	(\$19.89)	\$0.00	(\$19.89)
06	Tax	\$5.62	\$0.00	\$5.62
			Refund	\$14.27
00	Tax	\$0.00	\$0.00	\$0.00
21	Tax	(\$110.10)	\$0.00	(\$110.10)



North Carolina Veh

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
ANTONUCCIO, SCOTT JAMES	ANTONUCCIO, SCOTT JAMES		3962 US 15-501 NORTH		PITTSBORO, NC 27312	Adjustment < \$100	0014485395	VTC1558	AUTHORIZED	124535445	Refund Generated due to adjustment on Bill #0014485395-2017-0000
BANN, MITCHELL OTHELLA	BANN, MITCHELL OTHELLA		317 BRUCE BURNS RD		MONCURE, NC 27559	Proration	0039190168	FBL6833	AUTHORIZED	83624978	Refund Generated due to proration on Bill #0039190168-2017-0000-00
BANN, MITCHELL OTHELLA	BANN, MITCHELL OTHELLA		317 BRUCE BURNS RD		MONCURE, NC 27559	Proration	0035617090	EJJ7295	AUTHORIZED	83624976	Refund Generated due to proration on Bill #0035617090-2017-0000-00
BELLAS, CHRISTOPHER MICHAEL	BELLAS, CHRISTOPHER MICHAEL		110 HILLENDALE DR		PITTSBORO, NC 27312	Proration	0038816496	FAA1272	AUTHORIZED	83947880	Refund Generated due to proration on Bill #0038816496-2017-0000-00
BETTS, JAMES ALLEN	BETTS, JAMES ALLEN		357 COUNTRY ESTATES MHP	# 22	APEX, NC 27523	Proration	0039871910	FBX2069	AUTHORIZED	83184738	Refund Generated due to proration on Bill #0039871910-2017-0000-00
BLUM, ZELLA SOROKO	BLUM, ZELLA SOROKO	BLUM, HERBERT MANUEL	1028 VENTNOR PL		CARY, NC 27519	Proration	0014498234	WWR5263	AUTHORIZED	124324590	Refund Generated due to proration on Bill #0014498234-2016-0000-00

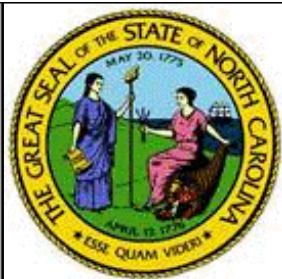


North Carolina Veh

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

	Refund Reason	Create Date	Authorization Date
ie	Situs error	03/09/2018	3/9/2018 1:59:54 PM
ie	Vehicle Sold	03/21/2018	3/21/2018 11:17:31 AM
ie	Vehicle Sold	03/21/2018	3/21/2018 11:15:20 AM
ie	Vehicle Sold	03/26/2018	3/26/2018 9:33:40 AM
ie	Tag Surrender	03/14/2018	3/14/2018 1:37:04 PM
ie	Vehicle Sold	03/07/2018	3/7/2018 3:27:00 PM



North Carolina Ver

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
06	Tax	\$31.13	\$0.00	\$31.13
			Refund	\$78.97
00	Tax	(\$25.57)	\$0.00	(\$25.57)
06	Tax	(\$4.99)	\$0.00	(\$4.99)
			Refund	\$30.56
00	Tax	(\$38.98)	\$0.00	(\$38.98)
06	Tax	(\$7.60)	\$0.00	(\$7.60)
			Refund	\$46.58
00	Tax	(\$18.24)	\$0.00	(\$18.24)
09	Tax	(\$1.99)	\$0.00	(\$1.99)
			Refund	\$20.23
00	Tax	(\$8.21)	\$0.00	(\$8.21)
07	Tax	(\$1.35)	\$0.00	(\$1.35)
			Refund	\$9.56
00	Tax	(\$18.05)	\$0.00	(\$18.05)
23	Tax	(\$9.97)	\$0.00	(\$9.97)



North Carolina Veh

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
BLUM, ZELLA SOROKO	BLUM, ZELLA SOROKO	BLUM, HERBERT MANUEL	1028 VENTNOR PL		CARY, NC 27519	Proration	0014498234	WWR5263	AUTHORIZED	124324590	Refund Generated due to proration on Bill #0014498234-2016-0000-00
BOLD CONSTRUCTION INC	BOLD CONSTRUCTION INC		50211 GOVERNORS DR		CHAPEL HILL, NC 27517	Proration	0027376645	AHS2794	AUTHORIZED	82619136	Refund Generated due to proration on Bill #0027376645-2017-0000-00
CHEEK, KIMBERLY BROOKE	CHEEK, KIMBERLY BROOKE		700 RED OAK DR		SILER CITY, NC 27344	Proration	0029342444	DLJ5567	AUTHORIZED	125319624	Refund Generated due to proration on Bill #0029342444-2017-0000-00
CORIA, FLORENTINA GONZALEZ	CORIA, FLORENTINA GONZALEZ		208 JUSTICE DR		SILER CITY, NC 27344	Proration	0023026283	CMT1057	AUTHORIZED	124219905	Refund Generated due to proration on Bill #0023026283-2017-0000-00
DAVIS, KAREN ALICE	DAVIS, KAREN ALICE		119 SERENITY HILL CIR		CHAPEL HILL, NC 27516	Proration	0030408986	DMH1534	AUTHORIZED	83625202	Refund Generated due to proration on Bill #0030408986-2017-0000-00



North Carolina Ver

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	03/07/2018	3/7/2018 3:27:00 PM
-			
ie	Vehicle Sold	03/02/2018	3/2/2018 10:14:13 AM
-			
ie	Vehicle Sold	03/20/2018	3/20/2018 9:24:33 AM
-			
ie	Vehicle Sold	03/05/2018	3/5/2018 3:39:56 PM
-			
ie	Vehicle Sold	03/21/2018	3/21/2018 3:02:56 PM
-			



North Carolina Veh

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
23	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$28.02
00	Tax	(\$53.98)	\$0.00	(\$53.98)
07	Tax	(\$8.85)	\$0.00	(\$8.85)
			Refund	\$62.83
00	Tax	(\$22.75)	(\$1.24)	(\$23.99)
22	Tax	(\$18.47)	(\$0.82)	(\$19.29)
22	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$43.28
00	Tax	(\$11.96)	\$0.00	(\$11.96)
22	Tax	(\$9.71)	\$0.00	(\$9.71)
22	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$21.67
00	Tax	(\$58.21)	\$0.00	(\$58.21)
07	Tax	(\$9.54)	\$0.00	(\$9.54)
			Refund	\$67.75



North Carolina Veh

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
DECKER, JOE SHERIDAN JR	DECKER, JOE SHERIDAN JR	DECKER, ANN MARIE	124 BRIGHTS MHP		SANFORD, NC 27330	Adjustment < \$100	0041103474	TPH1113	AUTHORIZED	123929583	Refund Generated due to adjustment on Bill #0041103474-2017-0000
DUNN, ANN MARIE	DUNN, ANN MARIE		327 TOBACCO FARM WAY		CHAPEL HILL, NC 27516	Proration	0040382777	FBL7961	AUTHORIZED	83545960	Refund Generated due to proration on Bill #0040382777-2017-0000-00
EHRENFELD, JANA	EHRENFELD, JANA		63005 BALLENTINE		CHAPEL HILL, NC 27517	Proration	0019436944	CAZ9042	AUTHORIZED	83948404	Refund Generated due to proration on Bill #0019436944-2016-0000-00
ETHRIDGE, JAMES MARK	ETHRIDGE, JAMES MARK		1056 BEAVER DAM RD		CHAPEL HILL, NC 27517	Proration	0035915882	CFN3260	AUTHORIZED	83375002	Refund Generated due to proration on Bill #0035915882-2017-0000-00
FARRELL, CARY DALANE	FARRELL, CARY DALANE		354 MCGHEE RD		CHAPEL HILL, NC 27517	Proration	0028759378	DBF4427	AUTHORIZED	83023584	Refund Generated due to proration on Bill #0028759378-2017-0000-00



North Carolina Veh

NCVTS Pending

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	Refund Reason	Create Date	Authorization Date
ie	Situs error	03/02/2018	3/2/2018 4:47:13 PM
ie	Vehicle Totalled	03/19/2018	3/19/2018 1:44:13 PM
ie	Vehicle Sold	03/26/2018	3/26/2018 2:38:13 PM
ie	Vehicle Sold	03/16/2018	3/16/2018 11:49:53 AM
ie	Vehicle Totalled	03/09/2018	3/9/2018 1:15:51 PM



North Carolina Ver

NCVTS Pending

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Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	\$0.00	\$0.00	\$0.00
21	Tax	(\$130.02)	\$0.00	(\$130.02)
06	Tax	\$36.76	\$0.00	\$36.76
			Refund	\$93.26
00	Tax	(\$34.10)	\$0.00	(\$34.10)
07	Tax	(\$5.59)	\$0.00	(\$5.59)
			Refund	\$39.69
00	Tax	(\$49.83)	\$0.00	(\$49.83)
07	Tax	(\$8.10)	\$0.00	(\$8.10)
			Refund	\$57.93
00	Tax	(\$75.37)	\$0.00	(\$75.37)
07	Tax	(\$12.36)	\$0.00	(\$12.36)
			Refund	\$87.73
00	Tax	(\$68.02)	\$0.00	(\$68.02)
07	Tax	(\$11.15)	\$0.00	(\$11.15)
			Refund	\$79.17



North Carolina Veh

NCVTS Pending

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Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
FINLEY, MISTY DAWN	FINLEY, MISTY DAWN		2601 N NC HIGHWAY 49	TRLR 32	BURLINGTON, NC 27217	Proration	0039895023	PBM2606	AUTHORIZED	83766800	Refund Generated due to proration on Bill #0039895023-2017-0000-00
GALLOWAY, JANIE SPRAKER	GALLOWAY, JANIE SPRAKER	GALLOWAY, THOMAS DALE	79 ADA CT		PITTSBORO, NC 27312	Proration	0030792758	PAK3677	AUTHORIZED	83949580	Refund Generated due to proration on Bill #0030792758-2016-0000-00
GIBBS, JANELL RENEE	GIBBS, JANELL RENEE		127 BROADMOOR DR APT 207		PITTSBORO, NC 27312	Proration	0041260601	PHY6845	AUTHORIZED	83703496	Refund Generated due to proration on Bill #0041260601-2017-0000-00
GRATION, SELBY UPTON	GRATION, SELBY UPTON	GRATION, DOROTHY JUNE	2 CAROLINA MDWS APT 301		CHAPEL HILL, NC 27517	Proration	0033731580	HD6504B	AUTHORIZED	82957764	Refund Generated due to proration on Bill #0033731580-2017-0000-00
HILKEY, MARVENE LOIS	HILKEY, MARVENE LOIS		4 CAROLINA MDWS	APT 206	CHAPEL HILL, NC 27517	Proration	0008799313	TND1768	AUTHORIZED	82813464	Refund Generated due to proration on Bill #0008799313-2017-0000-00



North Carolina Ver

NCVTS Pending

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	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	03/23/2018	3/23/2018 10:58:07 AM
ie	Vehicle Sold	03/27/2018	3/27/2018 3:59:59 PM
ie	Vehicle Sold	03/22/2018	3/22/2018 9:17:45 AM
ie	Tag Surrender	03/08/2018	3/23/2018 9:57:03 AM
ie	Vehicle Sold	03/06/2018	3/6/2018 8:38:39 AM



North Carolina Ver

NCVTS Pending

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Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$6.11)	\$0.00	(\$6.11)
21	Tax	(\$4.22)	\$0.00	(\$4.22)
			Refund	\$10.33
00	Tax	(\$3.34)	(\$0.22)	(\$3.56)
07	Tax	(\$0.54)	(\$0.04)	(\$0.58)
			Refund	\$4.14
00	Tax	(\$6.91)	\$0.00	(\$6.91)
21	Tax	(\$4.77)	\$0.00	(\$4.77)
			Refund	\$11.68
00	Tax	(\$169.33)	\$0.00	(\$169.33)
07	Tax	(\$27.77)	\$0.00	(\$27.77)
			Refund	\$197.10
00	Tax	(\$85.79)	\$0.00	(\$85.79)
07	Tax	(\$14.07)	\$0.00	(\$14.07)
			Refund	\$99.86



North Carolina Veh

NCVTS Pending

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Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
HOLMES, ARTHUR LEONARD	HOLMES, ARTHUR LEONARD		83 LEATHERWOOD LN		CHAPEL HILL, NC 27517	Proration	0009917223	UBLU	AUTHORIZED	82485552	Refund Generated due to proration on Bill #0009917223-2017-0000-00
HOLMES, ARTHUR LEONARD JR	HOLMES, ARTHUR LEONARD JR	HOLMES, DEBRA JINWRIGHT	83 LEATHERWOOD LN		CHAPEL HILL, NC 27517	Proration	0029176934	DAA1499	AUTHORIZED	82485556	Refund Generated due to proration on Bill #0029176934-2017-0000-00
JENKINS, SAMUEL CURTIS	JENKINS, SAMUEL CURTIS		337 MOUNT PISGAH CHURCH RD		APEX, NC 27523	Proration	0038179085	HW2123	AUTHORIZED	82485252	Refund Generated due to proration on Bill #0038179085-2017-0000-00
KEELEY, CHARLES DONLON JR	KEELEY, CHARLES DONLON JR	KEELEY, CRYSTAL MARTIN	216 STONEY CREEK WAY		CHAPEL HILL, NC 27517	Proration	0032630251	0429AT	AUTHORIZED	83948514	Refund Generated due to proration on Bill #0032630251-2016-0000-00
LEACH, RAYMOND LUKE	LEACH, RAYMOND LUKE		2180 ALSTON CHAPEL RD		PITTSBORO, NC 27312	Adjustment >= \$100	0029439186	2602DV	AUTHORIZED	83374760	Refund Generated due to adjustment on Bill #0029439186-2017-0000-00



North Carolina Veh

NCVTS Pending

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	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	03/01/2018	3/1/2018 12:26:27 PM
ie	Vehicle Sold	03/01/2018	3/2/2018 2:59:29 PM
ie	Vehicle Totalled	03/01/2018	3/1/2018 8:32:39 AM
ie	Vehicle Sold	03/26/2018	3/26/2018 3:34:20 PM
ie	Military	03/16/2018	3/23/2018 9:56:49 AM



North Carolina Ver

NCVTS Pending

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Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$28.64)	\$0.00	(\$28.64)
07	Tax	(\$4.70)	\$0.00	(\$4.70)
			Refund	\$33.34
00	Tax	(\$128.76)	\$0.00	(\$128.76)
07	Tax	(\$21.11)	\$0.00	(\$21.11)
			Refund	\$149.87
00	Tax	(\$46.90)	\$0.00	(\$46.90)
21	Tax	(\$32.35)	\$0.00	(\$32.35)
			Refund	\$79.25
00	Tax	(\$47.82)	(\$2.75)	(\$50.57)
07	Tax	(\$7.77)	(\$0.45)	(\$8.22)
			Refund	\$58.79
00	Tax	(\$95.79)	\$0.00	(\$95.79)
06	Tax	(\$18.68)	\$0.00	(\$18.68)
			Refund	\$114.47



North Carolina Veh

NCVTS Pending

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Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
LEE, DANIEL MARK	LEE, DANIEL MARK		241 SHAMBLEY MEADOWS DR		PITTSBORO, NC 27312	Proration	0036120259	EJZ7593	AUTHORIZED	83184016	Refund Generated due to proration on Bill #0036120259-2017-0000-00
MARTIN, KEVIN ELLIOT	MARTIN, KEVIN ELLIOT		1663 HORTON POND RD		APEX, NC 27523	Proration	0001296036	BV67918	AUTHORIZED	82813882	Refund Generated due to proration on Bill #0001296036-2016-0000-00
MARTIN, KEVIN ELLIOT	MARTIN, KEVIN ELLIOT		1663 HORTON POND RD		APEX, NC 27523	Proration	0025901315	CMP1137	AUTHORIZED	82813880	Refund Generated due to proration on Bill #0025901315-2016-0000-00
MCCAULEY, VINCENT ALLEN	MCCAULEY, VINCENT ALLEN	MCCAULEY, SUELLEN HOWELL	78 GLEN EDEN CT		CHAPEL HILL, NC 27516	Proration	0001309439	XVH5701	AUTHORIZED	82957990	Refund Generated due to proration on Bill #0001309439-2017-0000-00
MOLINA, AMALIA MURIEL	MOLINA, AMALIA MURIEL		679 WRIGHT COUNTRY RD		RAMSEUR, NC 27316	Proration	0029974908	DBT4654	AUTHORIZED	83023614	Refund Generated due to proration on Bill #0029974908-2017-0000-00



North Carolina Veh

NCVTS Pending

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	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	03/13/2018	3/23/2018 9:57:03 AM
-			
ie	Vehicle Sold	03/06/2018	3/6/2018 11:45:56 AM
-			
ie	Vehicle Sold	03/06/2018	3/6/2018 11:44:43 AM
-			
ie	Vehicle Totalled	03/08/2018	3/8/2018 11:28:38 AM
-			
ie	Vehicle Totalled	03/09/2018	3/9/2018 1:44:15 PM
-			



North Carolina Ver

NCVTS Pending

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Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$98.36)	\$0.00	(\$98.36)
09	Tax	(\$10.73)	\$0.00	(\$10.73)
			Refund	\$109.09
00	Tax	(\$3.90)	\$0.00	(\$3.90)
08	Tax	(\$0.63)	\$0.00	(\$0.63)
			Refund	\$4.53
00	Tax	(\$10.14)	(\$0.51)	(\$10.65)
08	Tax	(\$1.65)	(\$0.08)	(\$1.73)
			Refund	\$12.38
00	Tax	(\$45.37)	\$0.00	(\$45.37)
07	Tax	(\$7.44)	\$0.00	(\$7.44)
			Refund	\$52.81
00	Tax	(\$52.85)	\$0.00	(\$52.85)
01	Tax	(\$7.57)	\$0.00	(\$7.57)
			Refund	\$60.42



North Carolina Veh

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Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
MOODY, PEYTON FERREE	MOODY, PEYTON FERREE		PO BOX 177		BONLEE, NC 27213	Adjustment < \$100	0041418326	HT1335	AUTHORIZED	124775223	Refund Generated due to adjustment on Bill #0041418326-2017-0000
NEWTON, EMILEE KATE	NEWTON, EMILEE KATE	NEWTON, NICHOLAS JEROME	782 EPPS CLARK RD		SILER CITY, NC 27344	Proration	0022116644	BDH9055	AUTHORIZED	83545910	Refund Generated due to proration on Bill #0022116644-2016-0000-00
NGUYEN, ANLANH THI	NGUYEN, ANLANH THI		PO BOX 365		PITTSBORO, NC 27312	Proration	0026597266	BMD1186	AUTHORIZED	83184248	Refund Generated due to proration on Bill #0026597266-2016-0000-00
POSCH, PETER	POSCH, PETER		306 FENMORE PL		CARY, NC 27519	Proration	0032534420	DLL7647	AUTHORIZED	125437224	Refund Generated due to proration on Bill #0032534420-2017-0000-00
REESER, TIMOTHY LEE	REESER, TIMOTHY LEE		9 CROSSWIND S ESTATES DR		PITTSBORO, NC 27312	Proration	0038873253	EFV5734	AUTHORIZED	83625210	Refund Generated due to proration on Bill #0038873253-2017-0000-00



North Carolina Veh

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

	Refund Reason	Create Date	Authorization Date
ie - -	Situs error	03/12/2018	3/12/2018 2:54:53 PM
ie - -	Vehicle Sold	03/19/2018	3/19/2018 1:21:52 PM
ie - -	Vehicle Sold	03/13/2018	3/13/2018 3:46:06 PM
ie - -	Tag Surrender	03/21/2018	3/23/2018 9:57:03 AM
ie - -	Vehicle Totalled	03/21/2018	3/21/2018 3:10:01 PM



North Carolina Ver

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	\$0.00	\$0.00	\$0.00
21	Tax	(\$101.39)	\$0.00	(\$101.39)
03	Tax	\$16.38	\$0.00	\$16.38
			Refund	\$85.01
00	Tax	(\$37.50)	\$0.00	(\$37.50)
09	Tax	(\$4.05)	\$0.00	(\$4.05)
			Refund	\$41.55
00	Tax	(\$20.91)	\$0.00	(\$20.91)
21	Tax	(\$14.30)	\$0.00	(\$14.30)
			Refund	\$35.21
00	Tax	(\$112.12)	\$0.00	(\$112.12)
23	Tax	(\$62.47)	\$0.00	(\$62.47)
23	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$174.59
00	Tax	(\$33.21)	\$0.00	(\$33.21)
07	Tax	(\$5.44)	\$0.00	(\$5.44)
			Refund	\$38.65



North Carolina Veh

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
REID, ARCHIBALD MCMILLAN	REID, ARCHIBALD MCMILLAN	REID, MARY BROWN	349 WILDWIND DR		CHAPEL HILL, NC 27516	Proration	0039168977	YZV6765	AUTHORIZED	82813318	Refund Generated due to proration on Bill #0039168977-2017-0000-00
ROBERSON, ALLEN HILTON	ROBERSON, ALLEN HILTON		PO BOX 982		PITTSBORO, NC 27312	Proration	0014480099	BAJ5605	AUTHORIZED	83375204	Refund Generated due to proration on Bill #0014480099-2016-0000-00
RONDON GUZMAN, JESUSITO	RONDON GUZMAN, JESUSITO		1322 SOLO DR		SILER CITY, NC 27344	Proration	0039827777	PDP9766	AUTHORIZED	125319156	Refund Generated due to proration on Bill #0039827777-2017-0000-00
SALINAS, MIGUEL	SALINAS, MIGUEL		322 E 2ND ST		SILER CITY, NC 27344	Proration	0037163494	ELE7487	AUTHORIZED	125320308	Refund Generated due to proration on Bill #0037163494-2016-0000-00
SALINAS, MIGUEL ROMERO	SALINAS, MIGUEL ROMERO		322 E 2ND ST		SILER CITY, NC 27344	Proration	0018810256	CCP5216	AUTHORIZED	124436862	Refund Generated due to proration on Bill #0018810256-2016-0000-00



North Carolina Veh

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

	Refund Reason	Create Date	Authorization Date
ie	Reg . Out of state	03/05/2018	3/5/2018 4:04:47 PM
ie	Vehicle Totalled	03/16/2018	3/16/2018 2:46:00 PM
ie	Tag Surrender	03/19/2018	3/23/2018 9:57:03 AM
ie	Tag Surrender	03/20/2018	3/20/2018 4:47:21 PM
ie	Vehicle Sold	03/08/2018	3/8/2018 10:32:42 AM



North Carolina Ver

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$30.30)	\$0.00	(\$30.30)
07	Tax	(\$4.97)	\$0.00	(\$4.97)
			Refund	\$35.27
00	Tax	(\$12.77)	\$0.00	(\$12.77)
06	Tax	(\$2.47)	\$0.00	(\$2.47)
			Refund	\$15.24
00	Tax	(\$60.79)	\$0.00	(\$60.79)
22	Tax	(\$49.36)	\$0.00	(\$49.36)
22	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$110.15
00	Tax	(\$6.91)	\$0.00	(\$6.91)
22	Tax	(\$5.23)	\$0.00	(\$5.23)
22	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$12.14
00	Tax	(\$23.80)	\$0.00	(\$23.80)
22	Tax	(\$18.02)	\$0.00	(\$18.02)



North Carolina Veh

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
SALINAS, MIGUEL ROMERO	SALINAS, MIGUEL ROMERO		322 E 2ND ST		SILER CITY, NC 27344	Proration	0018810256	CCP5216	AUTHORIZED	124436862	Refund Generated due to proration on Bill #0018810256-2016-0000-00
SALTER, JOHN RAYMOND	SALTER, JOHN RAYMOND	SALTER, DONNA WATSON	630 OLDE THOMPSON CR RD		APEX, NC 27523	Proration	0017292343	NRL5952	AUTHORIZED	83948414	Refund Generated due to proration on Bill #0017292343-2016-0000-00
SALTER, JOHN RAYMOND	SALTER, JOHN RAYMOND	SALTER, DONNA WINNETTE	630 OLDE THOMPSON CR RD		APEX, NC 27523	Proration	0039751227	PHP3908	AUTHORIZED	83948420	Refund Generated due to proration on Bill #0039751227-2017-0000-00
SCHLIEMAN, JOHN DAVID	SCHLIEMAN, JOHN DAVID		448 BLUE VIOLET WAY		DURHAM, NC 27713	Proration	0028450105	CBB2334	AUTHORIZED	83949516	Refund Generated due to proration on Bill #0028450105-2016-0000-00
SIEBER, PETER JOSEPH	SIEBER, SHIRLEY POSCHEN	SIEBER, PETER JOSEPH	2315 MANNS CHAPEL RD		PITTSBORO, NC 27312	Proration	0014487829	ZTK2098	AUTHORIZED	83947968	Refund Generated due to proration on Bill #0014487829-2017-0000-00
SIEFKEN, DAVID LEE	SIEFKEN, DAVID LEE	SIEFKEN, KATHLEEN SHERIDAN	104 S FARNLEIGH DR		CHAPEL HILL, NC 27517	Proration	0041039395	PJE5430	AUTHORIZED	83023362	Refund Generated due to proration on Bill #0041039395-2017-0000-00



North Carolina Ver

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	03/08/2018	3/8/2018 10:32:42 AM
ie	Vehicle Sold	03/26/2018	3/26/2018 2:45:49 PM
ie	Vehicle Sold	03/26/2018	3/26/2018 2:49:20 PM
ie	Vehicle Sold	03/27/2018	3/27/2018 3:25:20 PM
ie	Vehicle Sold	03/26/2018	3/26/2018 10:36:53 AM
ie	Tag Surrender	03/09/2018	3/23/2018 9:57:03 AM

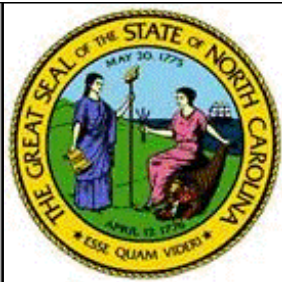


North Carolina Ver

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
22	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$41.82
00	Tax	(\$2.54)	\$0.00	(\$2.54)
07	Tax	(\$0.41)	\$0.00	(\$0.41)
			Refund	\$2.95
00	Tax	(\$22.06)	\$0.00	(\$22.06)
07	Tax	(\$3.62)	\$0.00	(\$3.62)
			Refund	\$25.68
00	Tax	(\$71.96)	\$0.00	(\$71.96)
12	Tax	(\$11.92)	\$0.00	(\$11.92)
			Refund	\$83.88
00	Tax	(\$84.54)	\$0.00	(\$84.54)
07	Tax	(\$13.86)	\$0.00	(\$13.86)
			Refund	\$98.40
00	Tax	(\$158.97)	\$0.00	(\$158.97)



North Carolina Veh

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
SIEFKEN, DAVID LEE	SIEFKEN, DAVID LEE	SIEFKEN, KATHLEEN SHERIDAN	104 S FARNLEIGH DR		CHAPEL HILL, NC 27517	Proration	0041039395	PJE5430	AUTHORIZED	83023362	Refund Generated due to proration on Bill #0041039395-2017-0000-00
STEVENS, RACHEL HUMPHRIES	STEVENS, RACHEL HUMPHRIES		11050 US 15 501 N		CHAPEL HILL, NC 27517	Adjustment < \$100	0041346430	TPT5490	AUTHORIZED	124323831	Refund Generated due to adjustment on Bill #0041346430-2017-0000
TAMARI, SHAI MICHAEL	TAMARI, SHAI MICHAEL		1972 WHIPPOORWILL LN		CHAPEL HILL, NC 27517	Proration	0034051282	8456SP	AUTHORIZED	83625170	Refund Generated due to proration on Bill #0034051282-2017-0000-00



North Carolina Ver

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

	Refund Reason	Create Date	Authorization Date
ie	Tag Surrender	03/09/2018	3/23/2018 9:57:03 AM
ie	Situs error	03/07/2018	3/7/2018 8:36:07 AM
ie	Vehicle Sold	03/21/2018	3/21/2018 2:36:01 PM



North Carolina Ver

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
07	Tax	(\$26.07)	\$0.00	(\$26.07)
			Refund	\$185.04
00	Tax	\$0.00	\$0.00	\$0.00
21	Tax	(\$63.70)	\$0.00	(\$63.70)
07	Tax	\$15.14	\$0.00	\$15.14
			Refund	\$48.56
00	Tax	(\$39.53)	\$0.00	(\$39.53)
07	Tax	(\$6.48)	\$0.00	(\$6.48)
			Refund	\$46.01
			Refund Total	\$2878.82

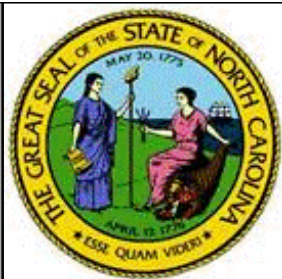


North Carolina Ver

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

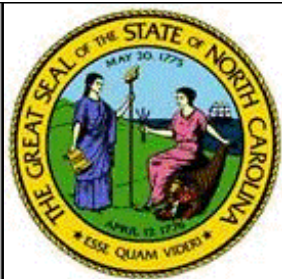
Tax Jurisdiction	District Type	Net Change
00	COUNTY	(\$2,049.50)
21	CITY	(\$486.33)
22	CITY	(\$101.61)
23	CITY	(\$72.44)
01	FIRE	(\$7.57)
03	FIRE	\$14.87
06	FIRE	\$41.35
07	FIRE	(\$186.54)
08	FIRE	(\$2.36)
09	FIRE	(\$16.77)
12	FIRE	(\$11.92)
Total		(\$2,878.82)



North Carolina Ver

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM



North Carolina Ver

NCVTS Pending

Report Date 4/2/2018 9:17:01 AM

Report Parameters

Manual Refunds for VTS payments

Month of , 2015

Taxpayer Name

Street Address

City

State

Zip

Mitchell, Laura Regina

5579 Old US 421 S

Bear Creek

NC

27207-9110

Refund

Taxpayer Name

Street Address

City

State

Zip

Refund

Taxpayer Name

Street Address

City

State

Zip

Refund

County Tax Pd	District Tax Paid	Interest paid	Total Paid	Date Paid	Date Tag Expires
208.40	29.86		238.26	10/3/2017	10/31/2018
121.57	17.42	0.00	138.99		

County Tax Pd	District Tax Paid	Interest paid	Total Paid	Date Paid	Date Tag Expires
				0.00	
0.00	0.00	0.00	0.00	0.00	

County Tax Pd	District Tax Paid	Interest paid	Total Paid	Date Paid	Date Tag Expires
				0.00	
0.00	0.00	0.00	0.00	0.00	

Turn in Date	# months	District #
3/22/2018	7	101

Turn in Date	# months	District #
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Turn in Date	# months	District #
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Chatham County, NC

Text File

File Number: 18-2569

Agenda Date: 4/16/2018

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Human Resources

File Type: Resolution

Vote on a request to adopt a Resolution Amending the Chatham County Personnel Policy

Action Requested Vote on a request to adopt a Resolution Amending the Chatham County Personnel Policy

Introduction & Background: The Chatham County Personnel Policy was first adopted in June 1991. From time to time, it is necessary to review the current policy and recommend changes and additions. After careful review, one change is proposed.

Discussion & Analysis: The following amendment needs to be made to the current Personnel Policy: Amend Article VI to add the Tobacco-Free Petty Leave Incentive. Non-tobacco use is strongly encouraged by Chatham County, and aligns with our established Tobacco Free Workplace Policy and Tobacco-Free Grounds Policy. Tobacco use has proven to expose users and those surrounding them with increased risk for serious health issues. Chatham County promotes not using tobacco and supports those employees seeking to quit. This policy applies to all regular full-time and part-time Chatham County employees.

How does this relate to the Comprehensive Plan: This relates to Goal #10: Foster a Healthy Community. Amendments strengthen an internal policy that encourages non-tobacco use by employees.

Budgetary Impact: None

Recommendation: Motion to adopt the resolution



CHATHAM COUNTY COMMISSIONERS

Diana Hales, Chair
Mike Dasher, Vice Chair
Jim Crawford
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 Amending the Chatham County Personnel Policy April 2018

WHEREAS, the Chatham County Personnel Policy, adopted March 11, 1996, establishes the general guidelines for employees conduct; and

WHEREAS, from time to time it is necessary to amend the Personnel Policy for clarification or to better meet the needs of the employees and the County; and

WHEREAS, internal and external review of the policy identified needed modifications to the policy, and

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of Chatham County, that Personnel Policy be amended as follows:

Amend Article VI to add the following:

Section 19: Tobacco-Free Petty Leave Incentive

A. Scope

Not using tobacco products in any form is strongly encouraged by Chatham County, and aligns with our established Tobacco Free Workplace Policy and Tobacco-Free Grounds Policy. Tobacco use has proven to expose users and those surrounding them with increased risk for serious health issues. Chatham County promotes not using tobacco and supports those employees seeking to quit. This policy applies to all regular full-time and part-time Chatham County employees.

B. Procedures

1. The County will grant eight (8) additional hours of petty leave, or pro-rated portion thereof for part-time employees, per calendar year for employees that do not use tobacco products in any form, including smokeless tobacco products, electronic cigarettes and other electronic nicotine delivery devices.
2. Employees must submit a signed medical doctor affidavit to Human Resources as proof of non-tobacco use status. This affidavit shall include no other protected health information (PHI) aside from verification of tobacco use status.
3. Non-tobacco use status must be verified via results of nicotine blood test performed in the doctor's office or by a primary care provider of greater than five (5) years.

4. Employees that enroll in an accredited QuitSmart program and successfully complete the program (3 classes) or complete four (4) verified QuitLine NC calls will be awarded four (4) hours, or pro-rated portion thereof, upon completion.
5. QuitSmart facilitators will provide documentation of completion of three QuitSmart classes for employees. Employees enrolled in the Quitline NC will would need to ask for a certificate of completion and submit this to Human Resources upon completion of the four calls.
6. Additional petty leave will be added to an employee's balance in the payroll following successful submittal of the affidavit.
7. Employees may use additional petty leave in accordance with prescribed petty leave usage procedures.
8. Leave that is not taken will be forfeited at the conclusion of each calendar year and will not be carried over into the next fiscal year.
9. Employee will not be paid for unused leave upon separation from employment.

Adopted, this the 16th day of April 2018.

Diana Hales, Chair
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: 18-2570

Agenda Date: 4/16/2018

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Board of Commissioners

File Type: Resolution

Vote on a request to adopt a Resolution Honoring Chatham County's Outstanding
Volunteers of 2018

Chatham County Volunteers have distinguished themselves by their remarkable
sustained commitment of time, talent and good will for the betterment of Chatham County.
The Chatham County Board of Commissioners commends these outstanding volunteers
for their dedication and service:

Pamela Caruso
Kay and John Combest
Mary Dickerson
Ruth and Dick Flannelly
Edith and Joe Hammond
Hilary Murray
Larry Ross



United Way of Chatham County
PO Box 1066, Pittsboro, NC 27312
(919) 542-1110
www.unitedwayofchathamcounty.org

2018 Chatham County Outstanding Volunteers

Pamela Caruso

Pam Caruso has been volunteering at Chatham County Council on Aging for the Senior Health Insurance Information Program (SHIIP) for more than eight years. She has also volunteered for the Volunteer Income Tax Assistance Program (VITA) for over ten years. Pam has always been one of those rare volunteers who goes above and beyond what is required, but this year she has stepped up her game! In addition to the usual SHIIP client appointments, she has held informational sessions in her neighborhood to educate seniors about Medicare and to promote the services that SHIIP provides. Pam volunteered 70 hours in counseling with SHIIP clients and helped many low-income seniors get financial assistance for their insurance premiums and medications.

For the VITA program, Pam volunteered to teach portions of the three-day Tax Preparer Training for new volunteers in Chatham and Orange Counties. During the February to April tax season, Pam volunteered 138 hours of tax preparation assistance to low-income families and individuals.

Pam is the kind of volunteer that accepts assignments that other volunteers may turn down because of the time and distance required. She presents herself in a very professional manner and has a loving and sincere demeanor while interacting with seniors and adults with disabilities. Pam is truly a remarkable individual who views volunteerism as a calling.

Nominator: Rhonda Hampton

Kay and John Combest

Kay and John Combest have volunteered at Galloway Ridge for many years. Kay's most active volunteer role is as the Residents' Welcoming Coordinator. She works with the Galloway Ridge staff to identify new residents moving into the community and coordinates the delivery of welcome baskets. Kay and John invite every new resident to join them for dinner and they introduce them to everyone. In 2017, Kay and John welcomed 30 new families.

Kay's second most active volunteer role at Galloway Ridge is being the assistant manager at the Turnaround Resale Shop. She spends 18 hours a month sorting donations, pricing items, arranging displays, operating the cash register and maintaining financial records.

Kay is also a member of a group called Coups for Troops. She spends 30 hours a month cutting

coupons to be sent to the troops in Guam, Germany and Japan. Kay gives of herself in many different ways, never seeking praise or recognition. She is smart, efficient and cheerful. No task is too great for her. She willingly steps in wherever help is needed.

John Combest was a member of the first Residents Council, which was charged with drafting and writing bylaws and procedures. He also started the original Volunteer Services Committee at Galloway Ridge to promote volunteerism among the residents. John helps residents solve technical problems with televisions and computers. With his knowledge, he covers the gamut in the area of technology. John is a person who goes quietly about his volunteering out of the goodness of his heart. He will step forward and offer help wherever it is needed.

Nominator: Joan Zollinger

Mary Dickerson

Mary Dickerson has been a 4-H volunteer for ten years. For the past year, Mary has served as the club leader of the Chatham County Horsekateers 4-H Club. Within that club, Mary has taught numerous youth invaluable leadership and citizenship skills in conjunction with equine-based curriculum focusing on animal husbandry and care. Club members are encouraged to participate in educational contests and public speaking. When parents are unable to assist youth in the horse shows, Mary transports them, and oftentimes their horses, to competitions around the state.

In addition to coordinating monthly 4-H meetings, Mary holds weekly practice sessions and workshops for those competing in 4-H Horse Bowl and Hippology educational contests. Mary has been greatly valued in this role and recently served as the state coach for the NC 4-H team, which placed first in the national competition.

Mary is much more than a club leader to these children. She is a valued mentor and has many times been referred to as their "4-H Mom." Mary has been a solid fixture in the lives of many club members and has been able to provide them with emotional support, a warm meal, and even a place to stay when families have needed it most. Her contributions have not gone unnoticed. Last March, Mary was recognized by Congressman Mark Walker as the recipient of the Community Hero of the Month Award. She is also the hero of the 4-H program and to many youth in this community.

Nominator: Ginger Cunningham

Ruth and Dick Flannelly

Ruth and Dick are residents of Galloway Ridge and they contribute to their community in many ways. Ruth is an excellent pianist and accompanies the Galloway Chorus at their weekly practices and semi-annual concerts. She selects the music for all chorus events and dedicates several hours each week to practicing with them. Ruth is also very pet-friendly and volunteers to take care of her neighbors' animals when they go on vacation. In addition, she has sponsored several programs that enhance the lives of residents at the health center.

Ruth and Dick travel extensively and Dick records their travels together. On a weekly basis, he shares his travel experiences and videos with the residents in the health center. He also puts copies of them in the library for others to enjoy. Dick invests eleven hours in the production and screening of each video.

One of the most appreciated gifts that Ruth and Dick offer to Galloway Ridge residents is transportation. When someone needs a ride to a doctor's office or urgent care clinic, the Flannelly's are always there to help. This remarkable couple truly epitomize the spirit of community.

Nominator: Robert Holton

Edith and Joe Hammond

As residents of Galloway Ridge since 2007, Edith and Joe have been actively engaged in a multitude of volunteer projects there. Edith is highly involved in the work of the Residents' Council, where she invests an average of six to eight hours per month. She is also the prime organizer of the "Neighbor Helping Neighbor" program, which assists residents with basic needs. In 2012, Edith helped to persuade the Residents' Council to establish a permanent Volunteer Service Committee. She worked to organize the committee, solicit volunteers and identify projects of importance within and beyond the Galloway Ridge community.

Joe taught engineering at Georgia Tech and Clemson Universities. At Galloway Ridge, he has used his teaching skills to lead two popular groups: a Men's Non-Fiction Book Club that has more than 30 members, and a "Contemporary Religious Thought" discussion group that has more than 60 members. Edith and Joe invest more than ten hours a month leading these groups.

Joe also uses his engineering skills by volunteering with the Galloway Woodworkers Group. The woodworkers accomplish an amazing number of repair jobs for residents and staff. They build birdhouses and podiums. The selflessness of Joe and Edith make them ideal role models.

Nominator: Claude Young

Hilary Murray

Hilary Murray has served as the Volunteer Coordinator at CORA Food Pantry for ten years, as a volunteer herself, during a phenomenal period of growth in the organization and in the demand for food support by Chatham County families.

Volunteers are a critical resource for CORA. The food pantry is set up like a grocery store and requires constant stocking of shelves by volunteers. They also pick up donations from local grocery stores seven days a week. Over the last decade, the number of work hours contributed by volunteers has increased from 1,500 hours a year to more than 6,500 a year. During this time, Hilary has been instrumental in recruiting, training and recognizing volunteers. In the last five years alone, she has trained almost 250 new volunteers through monthly orientation sessions.

Hilary is often the first contact that volunteers have with CORA. Her manner is friendly, open and soothing. She makes a lasting, positive first-impression on all who meet her. In addition to Volunteer Coordinator, Hilary has served in some capacity for almost every special event and open house CORA has held. From recruiting event volunteers, to soliciting items from local businesses, Hilary is always willing to lend a hand.

Hilary has made everyone's job more pleasant, fun and productive. CORA would not have been able to accomplish as much as it has in the last ten years without her.

Nominator: Beth Budd

Larry Ross

Larry Ross has been on the Chatham County Council on Aging Board of Directors since September 2014. He is currently serving as Board President. Larry is an innovative leader and dedicated to the agency's mission. He is also a strong advocate for individuals in need and for aging issues.

Early in his tenure on the Board, Larry became involved with the Strategic Planning Team and worked to help the organization become more data-informed and data-driven. One example of Larry's strong leadership abilities is his contribution in securing the support of UNC Gillings School of Global Public Health for a Capstone Team of graduate students to develop the Chatham County Comprehensive Aging Plan. Larry continues to be an active Steering Committee member for this initiative.

Larry has also served as a Meals on Wheels volunteer for over three years. He excels in caring for homebound seniors. He delivers noontime meals to older adults in need every Monday. In the last year, Larry has delivered over 290 meals and driven more than 1,132 miles to bring a nutritious lunch and a bright smile to the clients on his route. He also helps his clients with small household tasks like changing light bulbs and programming television remotes.

Full throttle in his commitment to promote Chatham County seniors and the work of the Council on Aging, Larry assists with nearly all Council on Aging events. He plans events, prepares publicity, secures sponsors, solicits auction items, greets guests and even serves as a speaker.

Larry Ross brings his intellect, patience, ethics and enthusiasm to all that he does. Most importantly, he makes sure that Council on Aging decisions and actions are made with the best interests of Chatham seniors and families in mind.

Nominator: Rhonda Hampton



CHATHAM COUNTY COMMISSIONERS

Diana Hales, Chair
Mike Dasher, Vice Chair
Jim Crawford
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

HONORING CHATHAM COUNTY'S OUTSTANDING VOLUNTEERS of 2018

WHEREAS, these outstanding Chatham County Volunteers have distinguished themselves by their remarkable sustained commitment of time, talent and good will for the betterment of Chatham County.

NOW, THEREFORE, BE IT RESOLVED by the Chatham County Board of Commissioners that we do hereby honor and commend these outstanding volunteers for their dedication and service:

**Pamela Caruso
Kay and John Combest
Mary Dickerson
Ruth and Dick Flannelly
Edith and Joe Hammond
Hilary Murray
Larry Ross**

Adopted this, the 16th day of April, 2018.

Diana Hales, Chair

Mike Dasher, Vice Chair

Jim Crawford, Commissioner

Karen Howard, Commissioner

Walter Petty, Commissioner



Chatham County, NC

Text File

File Number: 18-2553

Agenda Date: 4/16/2018

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Health Department

File Type: Resolution

Vote on a request to accept Proclaiming April 2018 as Child Abuse Prevention Month.

Action Requested: Vote on a request to accept Proclaiming April 2018 as Child Abuse Prevention Month.

Introduction & Background: The Chatham County Board of Commissioners has passed a proclamation sixteen of the past seventeen years declaring April Child Abuse Prevention Month.

Discussion & Analysis: Staff and community partners from many agencies including the Chatham County Public Health Department, Coalition for Family Peace, Family Violence and Rape Crisis Services, Child Care Networks, Chatham County Department of Social Services, and Chatham County Partnership for Children, work together to plan activities to promote awareness of child abuse and neglect during the month of April.

How does this relate to the Comprehensive Plan: This relates directly to the Comprehensive Plan goal to "Foster a Healthy Community." Research has shown the profound impact of adverse childhood experiences (ACEs) on a range of long-term health outcomes. Thus, reducing incidence of child abuse not only improves quality of life during childhood, but promotes health throughout the life course.

Budgetary Impact: No local funding requested.

Recommendation: Vote on a request to accept Proclaiming April 2018 as Child Abuse Prevention Month.



CHATHAM COUNTY COMMISSIONERS

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

COUNTY MANAGER

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Resolution of the Chatham County Board of Commissioners

PROCLAIMING APRIL 2018 AS CHILD ABUSE PREVENTION MONTH

WHEREAS, children are vital to our state's future success, prosperity and quality of life as well as being our most vulnerable assets;

WHEREAS, all children deserve to have the safe, stable, nurturing homes and communities they need to foster their healthy growth and development;

WHEREAS, preventing child abuse and neglect is a community responsibility affecting both the current and future quality of life of a community;

WHEREAS, communities that provide parents with the social support, knowledge of parenting and child development and concrete resources they need to cope with stress and nurture their children ensure all children grow to their full potential;

WHEREAS, effective child abuse prevention strategies succeed because of partnerships created among citizens, human service agencies, schools, faith communities, health care providers, civic organizations, law enforcement agencies, and the business community;

NOW, THEREFORE, WE, THE CHATHAM COUNTY BOARD OF COMMISSIONERS do hereby proclaim April 2018 as "**CHILD ABUSE PREVENTION MONTH**" in Chatham County, and call upon all citizens, community agencies, faith groups, medical facilities, elected leaders and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and strengthening the communities in which we live.

Adopted, this the ____ day of _____.

Diana Hales, 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: 18-2572

Agenda Date: 4/16/2018

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Board of Commissioners

File Type: Resolution

Vote on a request to adopt a Resolution Proclaiming May 2018 as Vulnerable Adult and Elder Abuse Awareness Month.



CHATHAM COUNTY COMMISSIONERS

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

COUNTY MANAGER

Renee Paschal

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Resolution of the Chatham County Board of Commissioners

Proclaiming Vulnerable Adult and Elder Abuse Awareness Month in Chatham County

WHEREAS, Chatham County wishes to join the nation and world in recognizing World Elder Abuse Awareness Day on Friday, June 15, 2017, and the State of North Carolina in recognizing the period of May 13th (Mother's Day) through June 17th (Father's Day) as Vulnerable Adult and Elder Abuse Awareness Month; and

WHEREAS, this special day and period provide an opportunity for communities around the world to raise awareness of elder abuse and neglect and renew a commitment to promote and preserve the dignity of older adults; and

WHEREAS, research shows that abuse, neglect and exploitation of vulnerable and older adults remain grossly underreported and affect vulnerable and older adults of all social, economic, racial and ethnic backgrounds; and

WHEREAS, protecting vulnerable and older adults is a community responsibility and all citizens are charged under State law to report suspected abuse, neglect or exploitation to County Social Services; and

WHEREAS, fraud and scams against older adults remain a major problem, robbing people of their income and dignity; and

WHEREAS, the Chatham County Department of Social Services, the Chatham County Council on Aging, and the Sheriff's Office are among the many local organizations and groups working to raise greater awareness about elder abuse in its various forms.

NOW THEREFORE, BE IT RESOLVED by the Chatham County Board of County Commissioners that May 13 through June 17, 2018 is proclaimed Vulnerable Adult and Elder Abuse Awareness Month, to honor vulnerable and older adults, help prevent abuse, neglect and exploitation, and take steps to promote their well-being.

Adopted, this the ____ day of _____.

Diana Hales, Chair
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: 18-2573

Agenda Date: 4/16/2018

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Board of Commissioners

File Type: Resolution

Vote on a request to adopt a Resolution Proclaiming May 2018 as Older Americans Month.



Established 1771

CHATHAM COUNTY COMMISSIONERS

Diana Hales, Chair
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COUNTY MANAGER

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Resolution of the Chatham County Board of Commissioners

Proclaiming May 2018 as Older Americans Month

WHEREAS, ever since 1963, when President Kennedy formally proclaimed May as Older Americans Month, our nation has used this time to pay tribute to older persons; and

WHEREAS, this year's national theme for Older Americans Month is Engage at Every Age, which highlights that we are never too old or young to take part in activities to enrich our physical, mental, and emotional well-being and contribute to our community; and

WHEREAS, Chatham County's growing number of older adults value opportunities for such engagement and deserve recognition for the many ways they help make Chatham such a wonderful community; and

WHEREAS, the Chatham County Council on Aging and its community partners are committed to promoting the wellness and participation of older adults and giving people of all ages the chance to work together for the betterment of all.

NOW THEREFORE, BE IT RESOLVED by the Chatham County Board of Commissioners that we do hereby proclaim May 2018 to be Older Americans Month and urge every resident to take time this month to acknowledge our older family members, friends and neighbors, to thank those who serve them for their great contributions to our community, and to realize the importance of community engagement at every age.

Adopted, this the ____ day of _____.

Diana Hales, Chair
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: 18-2574

Agenda Date: 4/16/2018

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Fire Marshal

File Type: Agenda Item

Vote on a request to approve the exemption of permitting and planning fees for projects funded by Chatham County.

Action Requested:

Vote on a request to approve the exemption of permitting and planning fees for projects funded by Chatham County.

Introduction & Background:

The County currently collects permit fees and planning fees for projects funded by Chatham County for storm water, watershed, environmental health, building inspection, fire inspection, and planning. These fees are paid either by journal entry or check. County funded projects include County and public school facilities.

Discussion & Analysis:

The County makes payment to itself for permitting and planning fees for Chatham County funded projects. Also, the County includes the amount for building inspection fees in the money borrowed for new construction projects.

How does this relate to the Comprehensive Plan:

The exemption of the fees will provide infrastructure to support desired development.

Budgetary Impact:

Reduction in revenue for storm water, watershed, environmental health, building inspection, fire inspection, and planning. There will also be a reduction in the amount of money borrowed for new construction.

Recommendation:

Chatham County Board of Commissioner's approval of the request to exempt storm water, watershed, environmental health, building inspection, fire inspection and planning fees for projects funded by the County.



Chatham County, NC

Text File

File Number: 18-2567

Agenda Date: 4/16/2018

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Planning

File Type: Agenda Item

Vote on a request by Warren Mitchell, P. E. on behalf of Jones Ferry Properties, LLC for subdivision **First Plat** review of **Morgan Ridge Subdivision**, consisting of 16 lots on 52.20 acres, located off Jones Ferry Road, SR-1942 (entrance in Orange County), parcel #1443.

Action Requested:

Vote on a request by Warren Mitchell, P. E. on behalf of Jones Ferry Properties, LLC for subdivision **First Plat** review of **Morgan Ridge Subdivision**, consisting of 16 lots on 52.20 acres, located off Jones Ferry Road, SR-1942 (entrance in Orange County), parcel #1443.

Introduction & Background:

Zoning: R-1

Water System: Private on-site individual wells

Sewer System: Private on-site and off-site septic and repair areas.

Subject to 100 year flood: No floodable area

General Information: The subdivision process is a four (4) step process: Concept Plan, First Plat, Construction Plan, and Final Plat. The applicant has completed the community meeting and the Concept Plan review. The minimum lot size requirement for the project is 1.50 acres of useable area. The Planning Board has two (2) meetings in which to act on the proposal.

Discussion & Analysis:

The request is for First Plat review and recommendation of Morgan Ridge Subdivision, consisting of 16 lots on 52.20 acres, located off Jones Ferry Road, S. R. 1942. The entrance to the subdivision will be located in Orange County and is discussed later in the agenda notes. A vicinity map showing the property location, attachment # 3, is included in the agenda packet. Per the Subdivision Regulations, Section 5.2C(4), a Public Hearing shall be held at the first Planning Board meeting to receive comments on the proposed subdivision. Item (b) states that following the Public Hearing, the Planning Board shall review the proposal, staff recommendation, and public comments and indicate their

recommendation for approval, disapproval or approval subject to modifications. As stated above, the Planning Board has two (2) meeting to act on the proposal. The applicant has provided a cover letter, attachment # 2, with details of the project.

Roadways: The road is to be built as a 50 foot wide public right-of-way, with a 20 foot wide travelway, will be approximately 2500 feet in length, and is to be a state maintained road. The entrance to the property will be located in Orange County (see attachment # 4). The location and acceptance of public right-of-way for the entrance is required to be reviewed by the Orange County Planning Board and approved by the Orange County Board of Commissioners. The applicant has submitted the required information to Orange County to begin the process for review and approval. The portion of the property located in Orange County is in Division 7 of the North Carolina Department of Transportation and the portion of property in Chatham is in Division 8 of the NCDOT. Per Justin Richardson, Assistant District Supervisor, Division 8-District 1, all of the roadway permitting will be reviewed and approved by the Division 8 Office in Asheboro and the entrance location onto Jones Ferry Road appears to be acceptable. A fifty foot wide right-of-way for possible future road extension is shown between Lots 11 and 12 to the adjacent property. This will be a dedication of right-of-way and will not be constructed by the developer of Morgan Ridge.

Historical: The applicant met on-site with Bev Wiggins, Chatham County Historical Association. Ms. Wiggins toured the property and was shown an old home place and several out buildings located on the property. The attached report includes pictures of the old structures. Per the applicant/developer, the structures will be removed and family members may have interest in repurposing some of the materials on their private properties. Per Ms. Wiggins report, attachment # 5, the property was owned by the Morgan families and the grave of William Morgan is believed to be on the property to the east of the subject property. The applicant has stated that no cemeteries/graves have been discovered on the subject property. Ms. Wiggins noted that there were several large trees located on the property and recommended saving them if possible. Mr. Mitchell contacted Grand Trees of Chatham regarding a large pine tree on the property. The organization measured the tree and said that the pine tree is not a champion tree but it is noteworthy. Mr. Mitchel stated that there were no plans to remove the tree by the developer.

Schools: Notification of the proposed development was provided to the Chatham County School System. See attachment # 6.

General Environmental Documentation: The developer submitted the General Environmental Documentation and a letter, dated December 5, 2017 from North Carolina

Department Environmental Quality Natural Heritage Program to Chatham County Land & Water Resources Division for review. See attachments 7 & 8. The letter states "A query of the NCNHP database, based on the project area mapped with your request, indicates that there are no records for rare species, important natural communities, natural areas, or conservation/managed areas with the proposed project boundary. Please note that although there may be no documentation of natural heritage elements within the project boundary, it does not imply or confirm their absence; the area may not have been surveyed. The results of this query should not be substituted for field surveys where suitable habitat exists." Rachael Thorn, Environmental Quality Supervisor, reviewed and approved the information submitted.

Community Meeting: A community meeting was held on January 10, 2017 at Opus Financial Advisors, 4421 Mann's Chapel Road. Three people attended the meeting. Items/issues discussed were notification of target shooting on the adjacent property owned by George Barrett, question regarding whether the project included any commercial zoning, and during large rain events, the water in the creek will back up and there is evidence on the property and downstream of old beaver dams. The applicant thanked the residents and duly noted that the owner of the adjacent property, Mr. Barrett, did practice target shooting on his property and would continue to do so; that the development project was residential only; and noted evidence of old beaver dams on the property. See attachment # 9. The adjacent property owned by Mr. Barrett and others is residential and has a non-conforming use that allows events to be held on the property several times a year along with a conditional use permit for a welding shop.

Technical Review Committee: The TRC met on January 24th to review the First Plat submittal. The applicant/developer was present. Items of discussion included that Chief John Strowd, North Chatham Fire Department, had met on-site with the developer and determined that the pond size and depth would make it unsuitable for a water point; that the Corps of Engineers had completed the on-site jurisdictional determination and made a determination that the existing pond was non-jurisdictional; that the applicant will meet with Environmental Quality staff to discuss buffer authorization requirements; that the interconnecting roadway to the adjacent property was not to be constructed at this time, but shown only as a right-of-way dedication; that stream buffers, but not the feature, had been counted in useable lot area; that NCDOT District 8 will review the road plans and construction of the road; that the applicant had submitted the required information to Orange County to begin the process for approval of the entrance.

Septic: A soils report and map, attachment 11, was submitted to Thomas Boyce, Chatham County Environmental Health, LSS, REHS, Chatham County Environmental Health, for review. Mr. Boyce stated that the report and map were adequate for a First Plat review. Several of the lots will have off-site septic and repair areas which will be considered a non-contiguous part of the lot. See attachment # 11.

Water: County water is not available. Each lot will have an individual well.

Road Name: The road name Morgan Ridge Way has been approved by Chatham County Emergency Operations Office as acceptable for submittal to the Board of Commissioners for approval.

Water Features: A riparian buffer report, dated 8/9/16, for parcel #1443 was prepared and submitted by David Gainey, Soil Scientist with Soil and Environmental Consultants, PA, along with a riparian buffer map, dated 6/22/16 to Drew Blake, Chatham County Environmental Quality Inspector for review. See attachment # 13. Mr. Blake and Mr. Gainey completed an on-site riparian buffer review on December 9, 2016 to verify the consultant's findings. Mr. Blake issued a confirmation letter of his findings dated December 12, 2016.

On December 20, 2017, Mr. Blake was provided a copy of the Approved Jurisdictional Determination dated July 21, 2017. Stream F, shown on the buffer map dated 6/22/16, as an ephemeral, was upgraded to an intermittent by the approved JD. Based on that information Mr. Blake revised his original confirmation letter and reissued the letter on December 22, 2017. The December 22, 2017 letter states that there are five (5) intermittent streams, one (1) perennial stream, and ten (10) wetlands. See attachment #14. Buffer authorizations and 404/401 permits will be obtained prior to Construction Plan submittal. The First Plat shows slight encroachments of the septic areas into the stream buffers on Lots 5 and 7. The developer has stated that the encroachments will be removed and that soils map provided to Chatham County does not show the encroachments.

Stormwater and Erosion Control: Two stormwater ponds are proposed and will be placed on private lots. A stormwater Permit and an Erosion Control Permit will be obtained from Chatham County Environmental Quality prior to Construction Plan submittal. No work can commence on the property prior to obtaining Construction Plan approval. Chatham County Environmental Quality will issue the stormwater and erosion control permits for the entire project including the property within Orange County.

Site Visit: Planning Department staff and various Board members attended a site visit on January 29 and 31, 2018. Warren Mitchell, P.E. was present to walk the property with staff and Board members and discuss the project. Areas of the property viewed were the intermittent and perennial streams, center line of the proposed road alignment, existing pond, and an old house and outbuildings. Area on the opposite side of the streams was not accessible due to amount of water in the streams due several days of rain prior to the site visits. Pictures of the site visit can be viewed on the Planning Department webpage at www.chathamnc.org/planning <<http://www.chathamnc.org/planning>>, Rezoning and Subdivision Cases, 2018.

Plan Chatham Evaluation:

Plan Chatham was adopted by the Board of Commissioners in November 2017 and is a comprehensive plan that provides strategic direction to address the most pressing needs in the county. This property is located in an area of the county identified as Conservation

on the Future Land Use and Conservation Plan Map. The description for Conservation includes development that is primarily residential, is sensitively integrated into the landscape with overall low density, and encourages conservation subdivisions to protect natural resources while not disturbing agricultural practices. Although the proposed subdivision is not a conservation design it meets the adopted riparian buffer and stormwater control standards of the county, minimizes creek crossings, and has an average lot size of 3 acres. The developer also contacted the NC Natural Heritage Program to review their database for any rare species, important natural communities, natural areas, or conservation/managed areas within the project boundary and none were identified in their records. Additionally, Grand Trees of Chatham was contacted to evaluate a large pine tree on the property and representatives from that organization determined it did not qualify as a champion tree, but is noteworthy. The cover letter indicates this tree will not be removed as part of the road or utility construction. It should be noted that Plan Chatham is not intended to be used as a regulatory tool, but is a policy document. When reviewing subdivision applications the boards can use the plan as a tool to identify future regulatory changes.

The Planning Board met on February 6, 2018 to review the request. Warren Mitchell, P. E. and Wesley Lloyd were present to answer questions. Also present were several adjacent property owners. The staff report was provided followed by a presentation from Warren Mitchell and Wesley Lloyd.

Mr. Mitchell addressed the Board and stated that the land had belonged to Mr. Lloyd's great Aunt and when she passed away, they purchased the property; that a minor subdivision had been completed in Orange County on a portion of the property adjacent to Morgan Ridge that created 5 lots called 'The Enclave'. The road serving those 5 lots is Kieran Lane. A second minor subdivision on the opposite side of Jones Ferry Road from proposed Morgan Ridge was also approved creating 2 lots from one parcel in Orange County. This second minor subdivision was created simultaneously with the 5 lot Enclave Subdivision. Mr. Mitchell stated that a mail kiosk will be placed on common land to be owned by the homeowners association; that approximately 1/3 of the property was in stream buffers; that stream crossings will be designed with as small an impact to the stream as possible; that there were three (3) buffer crossings proposed; that he had met with Rachael Thorn and Environmental Quality staff to discuss the necessary steps to obtain the buffer authorizations; that the pond would be drained for safety and liability reasons; that the entrance to the development was in Orange County because that was the safest location on Jones Ferry Road located midway between 2 curves; that a stub-out had been provided to a landlocked property to the south; and that there were nine (9) on-site septic systems and seven (7) off-site septic systems.

A Public Hearing was then held as required in the Subdivision Regulations, Section 5.2C(4).

Mr. James Baca spoke and stated that he is an adjacent property owner; that his property is located in Orange County; and that his lot was created as part of the 'Enclave' minor subdivision. Mr. Baca stated he was concerned about his privacy and requested that the developer plant trees along the common boundary line between the properties.

Mr. George Barrett spoke and stated that he is an adjacent property owner with approximately 1700 feet of common boundary with Morgan Ridge; that he has a business on his property and he has a safety concern that individuals living in Morgan Ridge might trespass onto his property if the common property line is not clearly marked. Mr. Barrett requested that the boundary line be clearly marked and that signage be installed.

Mrs. Tanith Kirkley spoke and stated that she and her husband are adjacent property owners; that there are 5 off-site septic systems proposed next to their property; that their existing septic system is old and if it needs to be replaced or repaired in the future that their existing well may also need to be relocated and that the proposed off-site septic systems in Morgan Ridge may limit where they could drill a new well.

The Public Hearing was closed. There were several issues/questions discussed by the Board listed below. After the Board discussion, the Planning Board tabled the request until the March 6th meeting to allow the developer time to meet with the Kirkley's to discuss their concerns regarding a possible future location of a new well on their property in relation to the location of the 5 off-site septic systems proposed by the developer adjacent to their property. Answers to the questions raised by the Board are provide by Mr. Mitchell and Mr. Lloyd and are shown in italics.

**How many lots total will be developed out of the original tract? There will be 23 total counting the minor subdivision in Orange County.*

**How will the off-site septic area for Lot 7 be accessed? Access will be across the stream and wetland area.*

**Can Lot 5 accommodate the septic area for Lot 6? There is not sufficient room for an additional off-site septic system on Lot 5 since the stormwater pond is also located on Lot 5.*

**Will pumps be necessary to reach off-site septic systems. Yes. Pumps are also required for many on-site systems when the septic field is higher than the house. Pumps are located close to the house which makes replacing the pump an easier task.*

**Distance of off-site septic systems and long term maintenance. Mr. Lloyd stated that pump systems are required to be inspected every 5 years by Chatham County Environmental Health.*

**Will one septic contractor install all of the off-site septic lines? Per Mr. Lloyd that has not yet been determined. Mr. Mitchell stated that if there are separate utility easements for each septic line, that there would be more clearing required, but, each line would have its own dedicated easement and it would be easier for a homeowner to identify which easement is theirs in case that is a problem in the future, that if separate utility easements are used, each property owner/builder will be responsible for installation of the septic line versus if there is only one utility easement for multiple lines, then one contractor is required by Environmental Health to install the lines and meet other*

requirements.

*Is there a requirement for disclosure to a property owner that the lot has an off-site septic system? Homeowners are only required to disclose that they have a septic system.

But the buyer and seller's real estate agents have to disclose any material facts that they are aware of regarding the property. Also, the off-site septic systems will be a non-contiguous part of the main lot. The agent would explain this to the buyer.

* Are septic easements recorded at Register of Deeds Office? Staff discussed this with Kim Warren, Chatham County Environmental Health Program Supervisor. Ms. Warren stated that off-site non-contiguous septic areas and off-site septic easements are shown on a final plat by metes and bounds and recorded at the Register of Deeds office. No other documentation is required by Environmental Health.

*What is rational for draining and filling in the pond? The pond will be very close to the proposed homes on lots 3 and 4. This will create a liability for anyone with children and would likely prevent anybody with children from buying one of those lots. Also, children living in houses nearby will be curious and would likely explore the pond. So it could still create a liability for the owners on lots 3 and 4 even if they do not have children. The safest solution is to fill in the pond.

*What happens to the water if pond filled? Wesley Lloyd is one of the developers and will be the contractor who builds the subdivision. He has experience filling in ponds and the process is very simple. He will pump the water out of the pond into the adjacent stream. He will fill in the pond and grade a slope inside the pond to allow any surface water to drain to the intermittent stream. This procedure will have a detailed sequence which becomes a component of the erosion control plan that the Chatham County Environmental Quality Department must approve.

*Is pond considered a wetland after pond is drained? No. The pond is drained and immediately filled in. There is no period of time between these actions that would allow the pond to be considered a wetland.

*Is it possible to use the pond as a stormwater pond? No. The proposed road is on the eastside of the ridgeline. The existing pond lies on the west side of the ridgeline. The stormwater from the road cannot drain to the existing pond.

*If the pond is drained, what happens to the small portion of the pond that is located within the riparian buffer? None of the trees will be removed along that edge of the pond. If any of the existing pond is currently in the buffer, then trees will be allowed to grow back in the stream buffer.

*Where will pond drain? The pond will drain into the intermittent stream adjacent to the pond.

*Can stormwater feature on Lot 5 be relocated in order to allow Lot 5 to have an off-site septic area for Lot 6? We looked at this again and we don't see a better or alternate

location for the stormwater facility. The topography falls gradually from Jones Ferry Road to Meadow Branch and the pond is at the lowest point of the road before Meadow Branch.

*Can trees be planted along the common boundary of proposed Lot 7 and the James Baca property in Orange County? Yes, the developer agrees to plant trees along this property boundary in the clearing. Pine trees will create a visual buffer quickly and blend with the pine trees that grow naturally. We agree to plant pine trees.

*George Barrett, an adjoining property owner, expressed concerns regarding trespass onto his property and asked if the 1700 foot common boundary of his property and the subject property would be clearly surveyed and marked? The developer agrees to mark the common property boundary with George Barrett (Story Book Farm) when the lots are surveyed. This will be done before home construction.

*Can signage be installed along the common boundary with Mr. Barrett? We will install no less than 10 signs noting private property.

*Is there a responsibility by the builders or realtors to disclose to potential buyers that Mr. Barrett's property has special events, a welding shop, and that Mr. Barrett target shoots on his property? No.

*Where are the beaver dams? There are signs of old beaver dams on George Barrett's property and the Morgan Ridge property near the common boundary.

*Per the Comprehensive Plan, the property is located in a Conservation Area that encourages farm land to be preserved? What would have made the property more desirable to be used as farm land instead of residential development? We understand the residential lot market and there is demand in this area for single family lots. We don't know what makes good farm land, but an extended Morgan family member mentioned the hardpan soil in this area is not ideal for grown crops.

*Concern by an adjacent property owner, Tanith Kirkley, regarding the 5 off-site septic areas along the common border with her property. Ms. Kirkley explained that their existing septic is old and there is a concern that it may need to be replaced and a possibly a new well would need to be drilled near the common boundary where the 5 off-site septic areas are proposed and that with the distance requirement that a well cannot be within 100 feet of a septic or repair area, she is concerned that she will not have a location on her property to locate another well. The developers discussed the issue with Tanith and Robert Kirkley after the Planning Board meeting and made plans to meet at the Kirkley's house. Mrs. Kirkley later e-mailed a letter from a licensed soil scientist, Jeff Vaughan at Agri-Waste Technology, Inc. dated March 31, 2015. Warren Mitchell and Wesley Lloyd met with Robert Kirkley at their home located at 4020 Jones Ferry Road on Wednesday 2/14/18. Robert showed Warren and Wesley the location of the septic tank drainfield and the well location. We noticed that the existing septic field showed no signs of failure. It appears to be working correctly at this time. The Kirkley's

are concerned about their options when and if the septic system fails in the future. The letter from Jeff Vaughan states that the only repair septic system suitable for this lot is a surface wastewater discharge system. These types of systems are state approved systems. Mr. Mitchell has designed several of these systems and Mr. Lloyd has installed many of these systems. The system will treat the wastewater first with the septic tank and next with a sand filter or proprietary system like the Advantex by Orenco Systems. This system would be installed next to their existing septic system and the treated wastewater would discharge into the small creek behind their house. It appears that their existing well could remain where it is in the northeast corner of their property. There are other possible locations for another well on their property but the system proposed by Mr. Vaughn doesn't require the well to be relocated or abandoned. Their existing well is approximately 75 feet from our common property line where we show the proposed septic systems for Lots 1, 2, 3, 4 and 6. We prepared a sketch of the system that Mr. Vaughan proposed for the Kirkley's septic system repair.

Staff Note: After the 2/6/18 Planning Board meeting and during discussion regarding the off-site septic areas with the developer, it was discovered that the original soils map included in the First Plat submittal and prepared by Central Carolina Soil Consulting, PLLC did not identify the well located on the Kirkley's property that is 75 feet from the common boundary line with Morgan Ridge and the location of the 5 proposed off-site septic areas. Chatham County requires a 100 foot separation between a well and a septic system unless there is a 'fixed lot condition' which may allow the distance to be reduced to 50 feet. Per Environmental Health, this is not considered a 'fixed lot condition'. Thomas Boyce requested a revised soils map showing the Kirkley's existing well and showing a 100 foot separation from the proposed 5 off-site septic areas. Jason Hall, Soil Scientist, provided a revised map, see attachment # 16. Mr. Boyce reviewed and stated that "the septic layout now meets the 100' setback to the neighboring well". See attachment # 17.

*Development is located in an area designated as a Conservation Area in the newly adopted Comprehensive Plan. Did the developer consider doing a Conservation Subdivision which is encouraged in a Conservation Area? A Board member noted that there are limitations on a Conservation Subdivision when wells and septic systems are required. We like the Conservation Subdivision concept but we don't think that this property is ideal for that type of design. The natural features, namely the stream buffers and wetland are linear in shape. The usable area on the property is also linear like the buffers. This makes it difficult to cluster the homes together in a compact manner. The roadway would be the same length in a conservation layout on this property because over half of the useable area is across Meadow Branch Creek.

*Concern that Meadow Branch drains to Terrell's Creek which drains to the Haw River and there is a rare species in the river and this is a sensitive watershed. Acknowledged.

*Show wetland designated as W-2 on S&EC delineation map on Construction and Final

plats. Acknowledged

*Can road be realigned to avoid the crossing of the intermittent stream? *To route the road around the intermittent stream, the road would need to pass between the septic systems and wetland stream buffer. The narrowest section is also the steepest section which falls about 8 feet in 65 feet. There is not adequate space for the road and the septic field easement required for access to the field and the force mains. However, we will use a concrete headwall on both sides of the road culvert to reduce the length of the intermittent stream disturbance.*

*A Conservation Subdivision would have much more open space and the stream buffers could possibly be located within the open or natural space instead of being located on individual lots. *In addition to the justification we previously mentioned, stormwater runoff can be reduced with a conventional subdivision layout versus a conservation subdivision. On a 3 acre lot, stormwater runoff has an opportunity to infiltrate on the lot before entering a creek. This is a benefit of a conventional subdivision over a conservation subdivision.*

*Are riparian buffers clearly marked so that installation of septic systems does not encroach? *The riparian buffers will be clearly marked and orange tree fencing will be installed along the boundary adjacent to the septic systems to protect the buffer.*

*How will roadway crossing of streams be handled? Will any wetlands be impacted by road crossings? *The stream crossings will use culverts with headwalls to reduce the stream impact. In certain locations like the perennial stream crossing over the wetland, the developer will use retaining walls to limit the disturbance of the wetlands and the riparian buffer. Wetland will be impacted with the roadway crossing of the perennial stream.*

*Show sight triangles on Construction Plan and Final Plat on Lots 11 & 12 for future road extension. *Acknowledged.*

*Verify with NCDOT that the type of stream crossings, using head walls, proposed by the developer is acceptable. *The developer spoke to Justin Richardson from NCDOT on 2/8/18 and verified the use of retaining walls to cross the streams with the public road. Justin confirmed the use of moment walls (pour in place concrete) and segmental retaining walls (keystone) are acceptable.*

*Stormwater ponds need to comply with Chatham County Stormwater Ordinance requirements. *Acknowledged.*

*Can number of septic utility easements be minimized? *We researched having combined easements and we believe it to add additional complication for the homeowners. Something we can and will do is to install the forcemains close to each other but on separate easements. That will allow us to leave some trees on the outside of each easement.*

The Planning Board met on March 6 to discuss the request which was tabled from the February 6, 2018 Planning Board meeting. The request was tabled to allow time for the developers to meet with the Kirkley's to discuss their concerns regarding a possible future location of a new well on their property in relation to the location of the 5 off-site septic systems proposed by the developer adjacent to their property. Staff provided a report and stated that the developers met on site with the Kirkley's to review their concerns; that the developers in their opinion did not think that the Kirkley's well would need to be relocated if the system as described by the soil scientist was required to be installed in the future; and that the current septic system appeared to be working properly. Staff stated that the developer had provided Chatham County Environmental Health with a revised soil map showing the Kirkley's well location and showing that the 5 off-site septic systems would meet the 100 foot separation requirement from the existing well. Staff also stated that the Kirkley's applied to Chatham County Environmental Health for a site evaluation to determine if there were suitable soils for a county approved system. James Tiger, Chatham County Soil Specialist, visited the property on March 2, 2018 and did find an area of suitable soils that will allow a 3 bedroom county approved septic system or repair area. Mr. Tiger stated to staff that the location of the approved site will not require the Kirkley's well to be relocated. Mrs. Kirkley was present and verified that this is correct. Staff has received a copy of the septic improvement permit which is dated March 6, 2018. Mrs. Kirkley stated that from her measurements her well may be closer than 75 feet to the boundary line as was originally stated. Planning staff stated that when the septic improvement permits are requested for the 5 off-site septic systems, that Environmental Health will require the systems to meet the 100 separation requirement from the Kirkley's well.

Ms. Weakley clarified that Stream F / shown on the S&EC soil map as feature W2 had been upgraded by the Corp of Engineers from an ephemeral to intermittent and recommended that Condition # 4 reflect this change. Staff agreed and stated that Mr. Blake's original riparian buffer report dated December 12, 2016 had been revised on December 22, 2017 and stated "based on the Preliminary Jurisdictional Determination (PJD) and Approved Jurisdictional Determination (JD) dated July 21, 2017, Stream F was upgraded from ephemeral to intermittent by the USACE. Condition # 4 was revised to make the correction.

How does this relate to the Comprehensive Plan: This property is located in an area of the county identified as Conservation on the Future Land Use and Conservation Plan Map. The description for Conservation includes development that is primarily residential, is sensitively integrated into the landscape with overall low density, and enco



Chatham County, NC

Text File

File Number: 18-2559

Agenda Date: 4/16/2018

Version: 1

Status: Public Hearing

In Control: Planning

File Type: Agenda Item

A Legislative Public Hearing request by the Chatham County Board of Commissioners to rezone parcels 5379 and 5842, containing approximately 984 acres, from CU IND-H Conditional Use Heavy Industrial and R-1 Residential to IND-H Heavy Industrial, located off of Moncure Flatwood Road.

Action Requested:

A Legislative Public Hearing request by the Chatham County Board of Commissioners to rezone parcels 5379 and 5842, containing approximately 984 acres, from CU IND-H Conditional Use Heavy Industrial and R-1 Residential to IND-H Heavy Industrial, located off of Moncure Flatwood Road.

Introduction & Background: At the Board of Commissioners meeting on February 19, 2018, the Commissioners voted to hold a public hearing for parcels 5379 and 5842 to be rezoned from CU IND-H Conditional Use Heavy Industrial and R-1 Residential to IND-H Heavy Industrial.

Discussion & Analysis:

How does this relate to the Comprehensive Plan:

Recommendation:



Chatham County, NC

Text File

File Number: 18-2564

Agenda Date: 4/16/2018

Version: 1

Status: Public Hearing

In Control: Planning

File Type: Agenda Item

Agenda Number:

A Legislative Public Hearing request by Moncure Holdings, LLC to rezone Parcels 65277, 66669, 5369 and 5623 and portions of Parcels 5620 and 65276 from R-1 Residential and Conditional Use Heavy Industrial to IH Heavy Industrial General Use being a total of 686.45 acres, located off the Moncure Flatwoods Road and Christian Chapel Church Road, Cape Fear Township.

Action Requested:

A Legislative Public Hearing request by Moncure Holdings, LLC to rezone Parcels 65277, 66669, 5369 and 5623 and portions of Parcels 5620 and 65276 R-1 Residential and Conditional Use Heavy Industrial to IH Heavy Industrial General Use being a total of 686.45 acres, located off the Moncure Flatwoods Road and Christian Chapel Church Road, Cape Fear Township.

Introduction & Background:

Discussion & Analysis:

How does this relate to the Comprehensive Plan:

Recommendation:



Chatham County, NC

Text File

File Number: 18-2560

Agenda Date: 4/16/2018

Version: 1

Status: Public Hearing

In Control: Planning

File Type: Agenda Item

A Legislative Public Hearing request by Scott Griffis dba Courtesy Towing to rezone Parcels 5150 and 5804 (2.91 acres collectively) from R-1 Residential to IL Light Industrial General Use located at 860 Pea Ridge Road, Cape Fear Township.

Action Requested:

A Legislative Public Hearing request by Scott Griffis dba Courtesy Towing to rezone Parcels 5150 and 5804 (2.91 acres collectively) from R-1 Residential to IL Light Industrial General Use located at 860 Pea Ridge Road, Cape Fear Township.

Introduction & Background:

Discussion & Analysis:

How does this relate to the Comprehensive Plan:

Recommendation:



Chatham County, NC

Text File

File Number: 18-2561

Agenda Date: 4/16/2018

Version: 1

Status: Public Hearing

In Control: Planning

File Type: Agenda Item

A Legislative Public Hearing request by Dale & Mary Stansell to rezone an additional .25 acres of Parcel No. 5248 located at 1060 New Elam Church Road from R-1 Residential to CD-NB Conditional District Neighborhood Business to expand the existing boat and RV storage facility, Cape Fear Township.

Action Requested:

A Legislative Public Hearing request by Dale & Mary Stansell to rezone an additional .25 acres of Parcel No. 5248 located at 1060 New Elam Church Road from R-1 Residential to CD-NB Conditional District Neighborhood Business to expand the existing boat and RV storage facility, Cape Fear Township.

Introduction & Background:

Discussion & Analysis:

How does this relate to the Comprehensive Plan:

Recommendation:



Chatham County, NC

Text File

File Number: 18-2563

Agenda Date: 4/16/2018

Version: 1

Status: Public Hearing

In Control: Planning

File Type: Agenda Item

A Legislative Public Hearing to consider County-initiated rezonings of businesses in the formerly unzoned portion of Chatham County.

Action Requested:

A Legislative Public Hearing to consider County-initiated rezonings of businesses in the formerly unzoned portion of Chatham County.

Introduction & Background:

After nearly two years of discussion and study, on August 15th, 2016, the Chatham County Board of Commissioners voted to zone the formerly unzoned portions of the county to R-1 and R-5 residential. The Comprehensive Land Use Plan specifically supports "rezonings for businesses uses or properties made non-conforming by the extension of zoning in 2016." (Land Use Policy #7, Strategy 7.2). Consequently, prior to the adoption of county-wide zoning, the Chatham County Planning Department sent a business listing form to every property owner in the unzoned portion of the county. Nearly 13,000 forms were mailed. The business listing form asked property owners to list any non-residential use of their land, so the Planning Department could properly document any non-conforming uses and prepare for future rezonings. The Planning Department received over 1,000 forms. Approximately 300 forms described non-conforming businesses, while the remaining 700 listed either agricultural uses of the land (which were exempted from zoning regulations via the bona fide farm exemption) or otherwise permitted uses, such as a residence. Aerial images of these 300 businesses were captured, as well, in order to further establish non-conforming status.

Discussion & Analysis:

In addition to mailing and documenting business listing forms, Planning staff compiled tax and fire inspection records to determine if there were any other businesses in the formerly unzoned portions of the county. After combining tax and fire inspection records, along with the business listing forms, staff determined that 524 parcels in the formerly unzoned part of the county may contain non-conforming uses or businesses. In order to confirm that these non-conforming uses actually existed, staff performed site visits to each parcel, spoke with the property owners, and documented the current use of the property. After several months of visiting properties, the following observations were made by staff:

- 204 parcels appear to be eligible for rezoning to a non-residential zoning district

- 48 parcels are eligible for the issuance of a home occupation permit (HOP)
- 272 parcels are not eligible for rezoning or issuance of a home occupation permit

During the site visiting process, the interior of multiple parcels were inaccessible to staff due to “No Trespassing” signage, the presence of loose dogs, or physical barriers, such as locked gates, fences, or washed out roads. However, the tax data, aerial imagery, and some visual confirmation from the site visits allowed staff to recommend rezonings, issuance of HOPs, or maintenance of the status quo for these parcels.

Based on the observed use, staff determined which zoning classification would be most appropriate to consider to use for rezoning the property. Since many uses are permitted in multiple zoning classifications, staff recommended that the parcels be eligible for rezoning to the least intensive permitted zoning classifications possible. For example, if a use were allowed in both light and heavy industrial zoning district, then staff recommended that the parcel should be eligible to be rezoned to the light industrial classification. Furthermore, some uses are permitted in an R-1 or R-5 district with the issuance of Conditional Use Permit. It should be noted that many of the non-conforming uses on parcels eligible for rezoning do not occur across the entirety of the parcels. Many uses are limited to a single building or small portion of the parcel.

After the inventory of businesses was completed, the next step was to meet with property owners eligible for a rezoning to determine if they wish to rezone their property, and if so, how much of the property they would like to rezone. Planning staff contacted property owners and scheduled these meetings. Additionally, planning staff coordinated with representatives from the Chatham County Tax Department, as the issue of changes in tax value was likely to arise. In addition, on March 1st, at the direction of the Board of Commissioners, Planning staff also sent a letter to 35 property owners who have vacant buildings on their property in the formerly unzoned portion of the county, offering them the opportunity to request a rezoning to any zoning district. These vacant buildings had been previously identified by Planning staff during site visits in the summer of 2017.

Out of 251 properties that were identified as having a non-conforming use, 52 parcels were requested by their owners to be rezoned, 23 parcels were requested to remain in their current zoning district, and 177 parcels’ owners did not respond to the letter regarding rezoning, yielding a response rate of 29.88%. Out of 51 Home Occupation permit applications sent out to properties that qualified for an HOP, 17 have been completed and returned to Planning staff.

Since the list of properties that will be considered for rezoning has been finalized for this first round of rezonings, Planning staff is now ready to move forward with a County-initiated rezoning of these business properties. A GIS web application (<https://chathamncgis.maps.arcgis.com/apps/webappviewer/index.html?id=8a3a205b2dbd41459379332f46537df3>) has been created identifying the 52 properties, and the list of the 52 parcels requested to be rezoned has been included as an attachment. It should be noted that Planning staff will most likely receive more requests for eligible businesses to be rezoned in the future. The list of 52 properties was provided to the Commissioners during their March 19, 2018 meeting and by unanimous vote scheduled the public hearing for April 16, 2018. We will follow up with the Board of

Commissioners later this year to request a public hearing for those additional rezonings.

How does this relate to the Comprehensive Plan:

Goal #4: Diversify the tax base and generate more high-quality, in-county jobs to reduce dependence on residential property taxes, create economic opportunity and reduce out-commuting. Specifically, Land Use Policy #7, Strategy 7.2 supports “rezonings for businesses uses or properties made non-conforming by the extension of zoning in 2016.”

Recommendation:

Hold the hearing and then forward to the Planning Board for a recommendation.



Chatham County, NC

Text File

File Number: 18-2562

Agenda Date: 4/16/2018

Version: 1

Status: Public Hearing

In Control: Planning

File Type: Agenda Item

Agenda Number:

A Quasi-Judicial request by Beth & Joseph Pendola dba Old Lystra Inn, Parcel No. 18649, located at 1164 Old Lystra Road, for a Conditional Use Permit for a Bed and Breakfast Inn on approximately 10.034 acres, Williams Township.

Action Requested:

A Quasi-Judicial request by Beth & Joseph Pendola dba Old Lystra Inn, Parcel No. 18649, located at 1164 Old Lystra Road, for a Conditional Use Permit for a Bed and Breakfast Inn on approximately 10.034 acres, Williams Township.

Introduction & Background:

Discussion & Analysis:

How does this relate to the Comprehensive Plan:

Recommendation: