



Chatham County, NC

Meeting Agenda - Final

Board of Commissioners

Monday, November 19, 2018

6:00 PM

Historic Courthouse Courtroom

Work Session - 3:30 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

- [18-2842](#) Receive report on Moncure/Haywood Food Truck event and vote on a request to approve a request by the Moncure/Haywood event for \$25,000 a year for the next three years.

Attachments: [Moncure.haywood event report](#)

- [18-2841](#) Receive presentation and update from Central Piedmont Community Action

Attachments: [Chatham Commissioners Mtg Nov 19, 2018 CPCA Presentation](#)

- [18-2840](#) Presentation on North Carolina Geodetic Survey's Resurvey of the Common Boundary between Chatham County and Harnett County.

Attachments: [2018-1008-HARNETT-CHATHAM COUNTY LINE Summary REPORT](#)

[2018-1008-HARNETT-CHATHAM PRELIM PLAT](#)

[2018-1016-DRAFT -Harnett-Chatham Joint Letter](#)

[2018-1105-Joint Resolution Harnett Chatham County Line](#)

CLOSED SESSION

- [18-2844](#) Closed Session to discuss matters relating to 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:

[18-2837](#) Vote on a request to approve the October 15, 2018 Work and Regular Session Minutes.

Attachments: [Draft Minutes 10.15.2018](#)

[18-2821](#) Vote on a request to approve \$14,770 Minority Diabetes Prevention Program Funds.

Attachments: [\\$14,770 Diabetes Prevention FY18-19 Alamance County AA-MDPP Program](#)

[18-2836](#) Vote on a request to approve Fiscal Year 2018-2019 Budget Amendments

Attachments: [Budget Amendment 2018-2019 Nov](#)

[18-2838](#) Vote on a request to approve Tax Releases and Refunds

Attachments: [October 2018 Release and Refund Report](#)

[October 2018 NCVTS Pending Refund Report](#)

[October 2018 Manual NCVTS Pending Refund Report](#)

[18-2847](#) Vote on a request to approve the appointment of Tenita Solanto to the Agriculture Advisory Board.

[18-2853](#) Vote on a request to approve the appointment of Sara Collier to the Climate Change Advisory Committee.

End of Consent Agenda**PUBLIC INPUT SESSION**

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PUBLIC HEARINGS

[18-2843](#) Recommended FY20-26 Capital Improvements Plan (CIP) Public Hearing

Attachments: [InitialPresentationToBOC- 2020-2026 \[Compatibility Mode\]](#)

[18-2833](#) A Legislative Public Hearing to consider County-initiated rezonings of 12 selected businesses in the formerly unzoned portion of Chatham County.

Attachments: [Hyperlink](#)

[18-2845](#) A Legislative Public Hearing to consider County-initiated rezonings of 5 parcels in the formerly unzoned portion of Chatham County.

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

[18-2834](#) A Legislative Public Hearing for a text amendment request for the Chatham County Zoning Ordinance, specifically Section 10.13 Table of Permitted Uses, Churches and other places of worship to be changed from P+ Permitted to be required to obtain an approved Conditional Use Permit in order to locate in R-1, R-2, and R-5 Residential zoning districts.

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

[18-2835](#) A Legislative Public Hearing request from Holmes Oil Co. to rezone Parcel No. 70153 being approximately 5.783 acres, located off US 64 E, from R-1 Residential to General Use Neighborhood Business, New Hope Township.

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

BOARD PRIORITIES

[18-2832](#) Vote on a request by F-L Legacy Owner, LLC for subdivision Final Plat approval of **The Legacy at Jordan Phase 4A2-B** consisting of 29 lots on 8.06 acres, located off SR-1716, Big Woods Road, parcel 92463.

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

MANAGER' S REPORTS

COMMISSIONERS' REPORTS

ADJOURNMENT



Chatham County, NC

Text File

File Number: 18-2842

Agenda Date: 11/19/2018

Version: 1

Status: Work Session

In Control: Board of Commissioners

File Type: Agenda Item

Receive report on Moncure/Haywood Food Truck event and vote on a request to approve a request by the Moncure/Haywood event for \$25,000 a year for the next three years.



Financial Report

Moncure/Haywood Food Truck Festival

2018

Post Event Statement

2018



Objective

The Financial Statement and Post Event report involves the financial charge, execution, and responsibility of the Moncure/Haywood Event organization for the Moncure/Haywood Food Truck Festival. In compliance with the Memorandum of Agreement, the organization submitted a budget with detailed listing and anticipated costs for \$21,450.00. The County agreed to advance reasonable funds to Moncure/Haywood in accordance with County policy for advance payments, including proper evidence of advance costs. Any funds advanced by the County for the Festival, but not used by Moncure/Haywood as provided in this MOA, shall be returned to the County prior to October 31, 2018.

Date

Saturday, September 29, 2018

Location

Moncure School, 600 Moncure School Road, Moncure, North Carolina

Time

2:00pm until 7:00pm

We have compiled the accompanying balance information, Emergency Action Plan, and mapping of the Moncure/Haywood Food Truck Festival as of October 1, 2018. In addition, a letter of recommendation from Principal Justin Sudol is included. The objective of this summary further reflects the organization's diligence to conduct a festival on September 29, 2018 in the Moncure area of southeast Chatham County. We were to provide recreation and entertainment for the citizens and residents of the area to foster community spirit and pride in the area (the "Festival").

The construct and framing of this event and other events are conceptual based on the dynamics initiated by the organization:

- Uncover and celebrate the unique contributions, accomplishments, milestones (artistic, historical, and educational) of past/present residents.
- Build trust and valuable connections through shared time/bonding.
- Increase respectful activities among those from diverse cultures, strengthen alliances of community members, and build enthusiasm.
- Build and sustain impactful/diverse events and presentations that are family friendly, ensure safety, and respect for all regardless of cultural backgrounds.
- Engagement with community members, organizations and volunteers seeking to uplift community building, diversity, and community cohesion.
- Increase organizational citizenship behavior.

Description

It is a family friendly festival which included free admission, free shuttle parking, pop-up museum, kid's zone, live entertainment, and Car/Bike Show. The event procured 6 Deputies for security, traffic, and crowd control.

Entertainment

Several Genres of Music- The Hall Sisters (Country), Nu-Blu (Bluegrass), Darryl Murrill and Jazzpell (Jazz) along with Folk Dance by the Sapphire Cloggers.

The Kids Zone included an air-conditioned thirty-two seat gaming truck, rock climbing, face painting and balloon twister, two bounce houses, and N.C. State and UNC-Chapel Hill Corn holes.

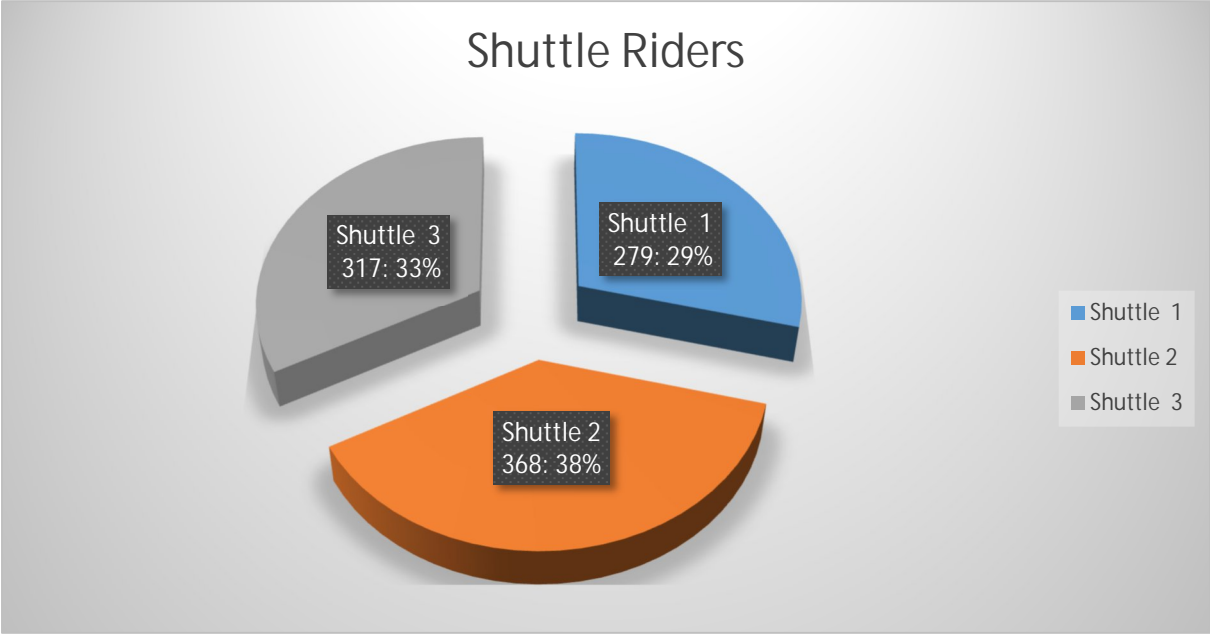
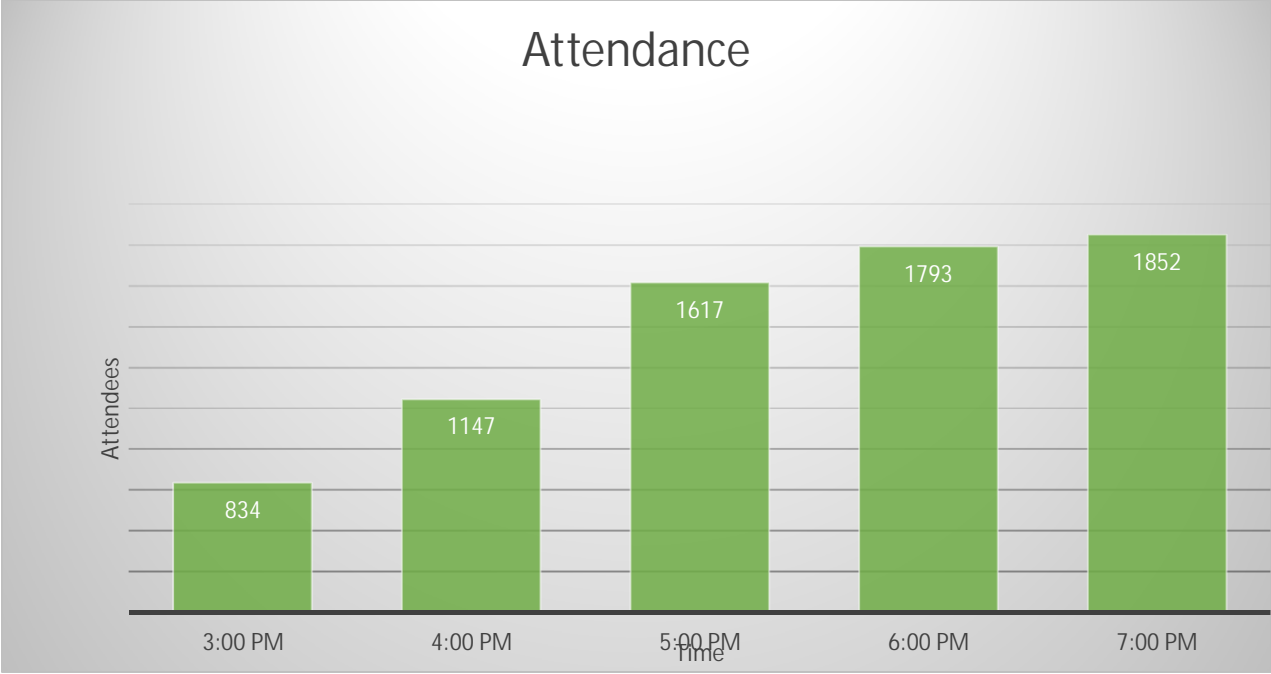
There were seven Food Truck Vendors on site: Favors Desserts, Durham, NC; Bagguettaboutit, Raleigh, N.C.; Theo's Pig and Cow, Chapel Hill, N.C.; The Dominican Height's Kitchen, Raleigh, NC.; Flattz, Raleigh, N.C.; A's Beignets, Apex, N.C.; and 815Gourment Grill, Garner, N.C..

There were tent business vendors, which included Paparazzi Jewelry, Pure Romance, Piedmont Health Services, White Oak Foundation, UNC Women's Health, Justin Miller, Zaxby's, Davis Car and Detail, and Weiban Vacuums and Jewelry.

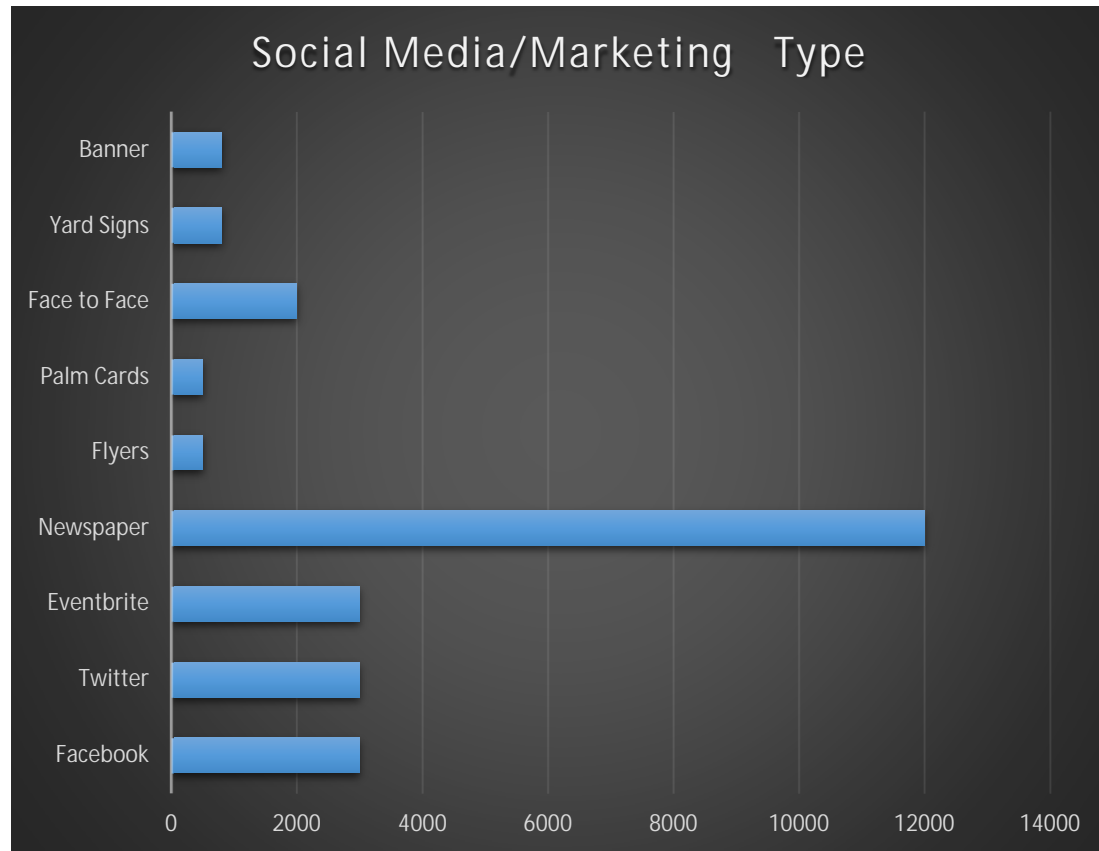
The event included a Car and Bike Show display of various models and types. There were 4 designated free shuttle parking locations utilizing 3 shuttle vans. All attendees received a tote bag and coupons from Zaxby's.

Attendance

The recorded total attendance was 1,852 people/ 624 children. The attendance included past and present residents as well as several attendees who traveled from out-of-state.



Advertising



Expenditures

Category	Item	Number	Cost per Item	Total Item Cost	Subtotal	Amount Requested
Kids Zone:						
	Bounce House	2	\$175	\$400		\$313.80
	Face Painters & Balloon Artist	1	\$275.00	\$275.00		290
	Kid's games	1	\$150.00	\$150.00		
	NC State Bean bag cornhole	1	\$30.00	\$30.00		214.5
	UNC Bean bag cornhole	1	\$30.00	\$30.00		
	Video Gaming Truck	1	\$600.00	\$600.00		\$575
	Sir Purr Carolina Panther	1	\$425.00	\$425.00		
	UNC Planetarium	1	\$450.00	\$450.00		423.63
					\$1,910.00	\$1,816.93
Amphitheater:						
	Professional Staging	1	\$1,200.00	\$1,200.00		1200
	Generator from Tarheel Generators	1	\$400.00	\$400.00		340
					\$1,600.00	\$1,540.00
Performances:						
	Fiddler & Banjo Player	1	\$0.00	\$0.00		
	Hall Sisters	1	\$1,000.00	\$1,000.00		900
	Darryl Murrill & Jazzpel	1	\$1,100.00	\$1,100.00		1,100.00
	Darnell Showcase Taylor		\$0.00	\$0.00		
	Nu Blu Bluegrass	1	\$1,200.00	\$1,200.00		1200
	Sapphire Cloggers	1	\$150.00	\$150.00		
	DJ for all day	1	\$300.00	\$300.00		300
					\$3,750.00	\$3,500.00
Pop-up Museum:						
	Tent	1	\$550.00	\$550.00		\$536.25
	Easels	22	\$22.00	\$484.00		
	Printing	22	\$1.00	\$22.00		
	Frames and Matting	22	\$20.00	\$440.00		585.59
					\$1,496.00	\$1,121.84
Security:						
	Sheriffs	6	\$210.00	\$1,260.00		1,170.00
	Event Staff T-shirts	30	\$10.00	\$300.00		\$305.66
	Walkie Talkies (sets)	2	\$75.00	\$150.00		120.32
					\$1,710.00	\$1,595.98
Advertising:						
	Banner	1	\$321.00	\$321.00		\$175.00
	Signs	16	\$12.00	\$192.00		\$128.70
	Newspaper	1	\$300.00	\$300.00		\$326.26
	Printing	1	\$400.00	\$400.00		
					\$1,213.00	\$629.96
Miscellaneous:						
	Insurance			480		480.03
	Van Rentals/Enterprise	2	\$160.00	\$320.00		290.92
	Gas	1	\$125.00	\$125.00		80
	Picnic Tables	10	\$105.00	\$1,050.00		640.5
	Trash Cans	6	\$35.00	\$210.00		48.09
	Parking on site/ event signage	1	\$75.00	\$75.00		
	Permits	2	\$125.00	\$250.00		125
	Rental of Moncure School (hours)	12	\$200.00	\$2,400.00		562.5
	Tributes: Certificates and Frames	40	\$10.00	\$400.00		
	Incidentals:	1	\$250.00	\$250.00		
	Plywood for sub-staging for cloggers,	1	\$70.00	\$70.00		
	Rope and barricades for site	20	\$75.00	\$1,500.00		
	Sandwich/Sign Boards	15	\$35.00	\$525.00		\$600.60
	Props for staging	1	\$400.00	\$400.00		117.44
	Tote Giveaway	1000	\$1.02	\$1,020.00		1,072.83
	Flowers	5	\$35.00	\$175.00		
	Golf Cart	1	\$224.00	\$224.00		\$165.17
	No parking cones	15	\$11.00	\$165.00		379.45
	Traffic Cones	20	\$11.00	\$220.00		
	Port-a-Johns	4	\$75.00	\$300.00		
	Moncure Self Storage (10x10)	12	\$80.00	\$960.00		0
	Emergency Kits	2	\$20.00	\$40.00		
	Herc Tower Lighting	2	\$125.00	\$250.00		407.53
	Tower Lighting Delivery & Pickup	2	\$150.00	\$300.00		250
					\$11,709.00	\$5,220.06
Sum Total					\$23,388.00	\$15,424.77

Total funds requisitioned	\$21,450
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Total spending:	\$15,425
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Unspent:	\$ 6,025
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Photos from the Moncure/Haywood Food Truck Festival





MONCURE SCHOOL

Home of the Panthers

600 Moncure School Rd.
Moncure, NC 27559
Phone: 919.542.3725
Fax: 919.542.2035



Justin Sudol
Principal

October 18, 2018

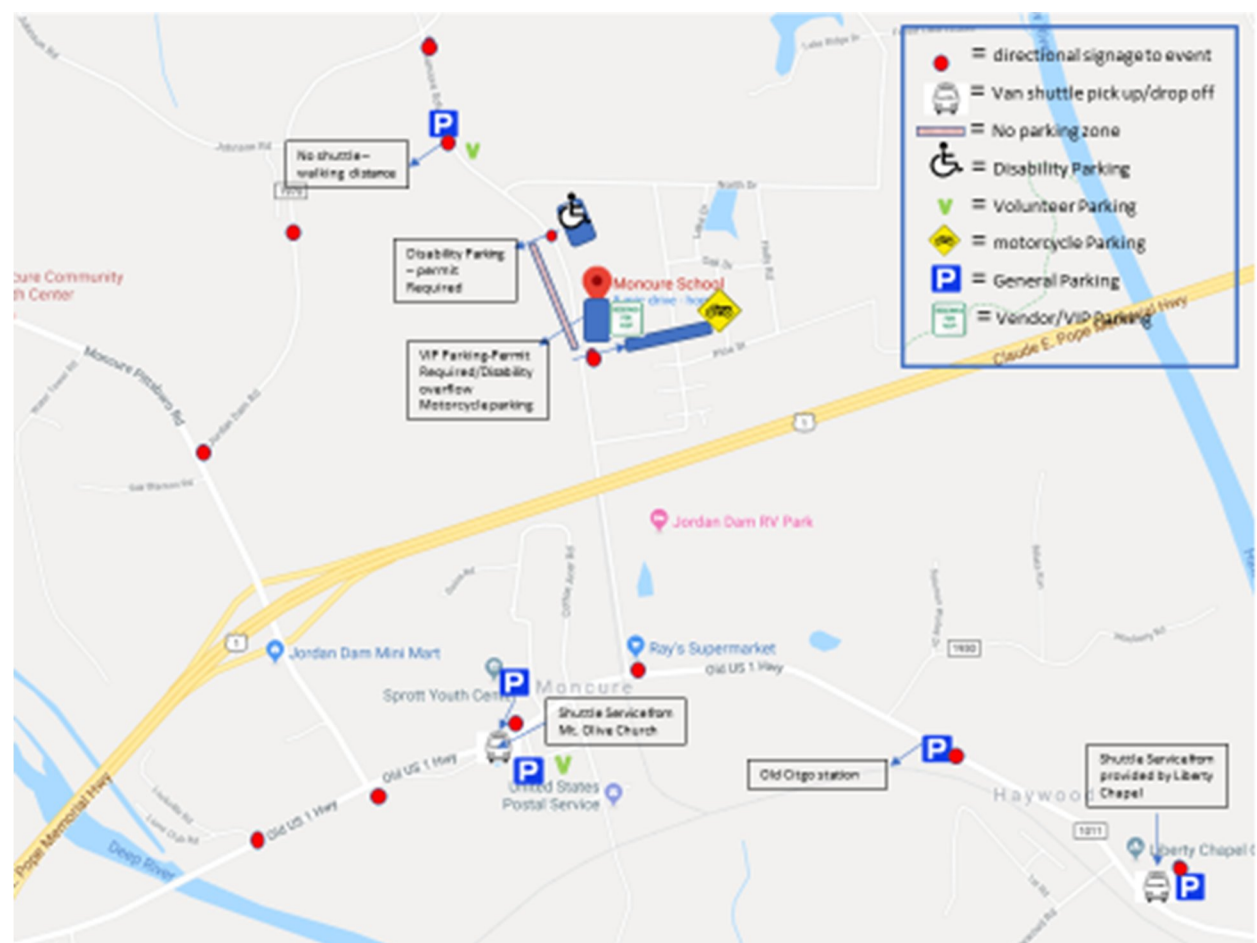
Mr. Murray,

I am writing to commend you the organization and management of September 29th's Moncure/Haywood Food Truck festival. The event brought together large portions of the Moncure community and provided the community with meaningful educational opportunities. I appreciated the traveling museum, I learned a lot about the community that I had previously not known. I want to especially thank you for your attention to the condition of our campus. It was highly evident that you respected our campus and expected the same respect from those at the event.

With respect,

A handwritten signature in black ink, appearing to read 'Justin Sudol', written over the printed name.

Justin Sudol

[illegible]

SPECIAL EVENT EMERGENCY ACTION PLAN (EAP)

I. GENERAL

The "Moncure-Haywood Food Truck Festival /Car-Bike Show "will be held Saturday, September 29, 2018 at Moncure Elementary School 600 Moncure School Road, Moncure, North Carolina 27599.

II. PURPOSE PROCESS

- A. This emergency action plan predetermines actions to take before and during the "Moncure-Haywood Food Truck Festival" (hereinafter referred to as the event) in response to an emergency or otherwise hazardous condition. These actions will be taken by organizers, management, personnel, and attendees. These actions represent those required prior to the event in preparation for those required during an emergency.
- B. Flexibility must be exercised when implementing this plan because of the wide variety of potential hazards that exist for this event. These hazards include, but are not limited to, Fire, Medical Emergencies, Severe Weather, or situations where Law Enforcement is required.

III. ASSUMPTIONS

- A. The possibility of an occurrence of an emergency is present at this event. The types of emergencies possible are various and could require the response of Fire & Rescue, Emergency Medical Services, and Police.

IV. BASIC PLAN

- A. EAP Event Representative
 - 1. The EAP event representative will be identified as the point of contact for all communications regarding the event.
 - a. PRIMARY CONTACT: Quentin Murray
 - b. TELEPHONE NUMBER: 919-478-9673
- B. Emergency Notification
 - 1. In the event of an emergency, notification of the emergency will be through the use of 911. The caller should have the following information available to the 911 operator:
 - a. Location of the emergency
 - b. Nature of the emergency
 - c. Contact person with callback number
 - 2. We will have on-site Moncure Fire Department

- a. This information can be filled out after coordination through the Special Events Office.
3. We will have on-site Chatham County Deputies (6) –
 - a. This information can be filled out after coordination through the Special Events Office.

C. Severe Weather

1. Weather Forecasts and current conditions will be monitored through National Weather Service's Raleigh Weather Forecast Office website at www.weather.gov/rah.
2. Before the event – If severe weather is predicted prior to the event, the EAP event representative will evaluate the conditions and determine if the event will remain scheduled. The EAP event representative or his/her designee will be identified as such and will be responsible for monitoring the weather conditions before and during the event.
3. During the event – If severe weather occurs during the event, the EAP event representative or his/her designee will notify those attending the event that a hazardous weather condition exists and direct them to shelter.
4. There are very limited provisions for sheltering participants in the events of severe weather.
5. This event will follow the 30-30 Rule for lightning. If lightning is observed and thunder is heard within 30 seconds, the event will be delayed until 30 minutes have passed since thunder was last heard.
 - a. In the event of severe weather, the Special Events Manager or his/her designee has the authority, above and beyond the EAP event representative, to delay and/or cancel an event.

D. Fire

1. No specific hazard has been identified as an increased risk of fire at this event.
 - a. In certain high-risk cases, on-site Fire Department personnel may be required. This judgment will be made by City staff.
2. All staff will be instructed on the safe use of Portable Fire Extinguishers.
3. Should an incident occur that requires the Fire Department, 911 will be utilized to request this resource. The caller should have the following information available to the 911 operator:
 - a. Location of the emergency
 - b. Nature of the emergency
 - c. Contact person with callback number

E. Medical Emergencies

1. As with any outdoor event, there is potential for injury to the participants. The types of injuries are various and include those that are heat-related as well as traumatic injuries.

2. The limited provisions for on-site Emergency Medical Services at this event include:
 - a. First Aide Tent
 - b. Moncure Fire Department
 - c. Chatham County Deputies
3. Should an incident occur that requires Emergency Medical Services, the on-site Deputy will be contacted to request this resource. If there is no on-site EMS officer, the EAP event representative will contact 911 to request this resource. The caller should have the following information available to the on-site EMS officer or 911:
 - a. Location of the emergency
 - b. Nature of the emergency
 - c. Contact person with callback number

F. Law Enforcement

1. Should an incident occur that requires Law Enforcement, the on-site Chatham County Deputy will be contacted to request this resource. If there is no on-site Deputy, the EAP event representative will contact 911 to request this resource. The caller should have the following information available to the on-site RPD officer or 911:
 - a. Location of the emergency
 - b. Nature of the emergency
 - c. Contact person with callback number

G. Emergency Vehicle Access

1. Access for emergency vehicles will be maintained at all times.
2. Fire lanes and fire hydrants will not be obstructed.
3. Participants and spectators will be directed to park in approved areas and not obstruct protective features, sidewalks, or public thoroughways.
4. Crowd control will be managed by STAFF/Designated SECURITY of the Moncure-Haywood Event Committee
 - a. Marilyn Hill
 - b. Quentin Murray
 - c. Karen Jenkins-Cheek
 - d. Lamont Smith
5. Parking for vendor and staff vehicles will be North side of Moncure School/Bus Parking lot
6. Parking for attendee vehicles will be as follow:
7. Disability Parking – Moncure School Staff parking lot
 - a. General Public – Mt. Olive Church*
 - b. Liberty Chapel Church*
 - c. Sprott Youth Center*

*(Shuttle Service provided)

V. Contact Information

Event Organizer	Quentin Murray	919-478-9693
EAP Event Representative	Quentin Murray/Karen Jenkins	919-478-9673-919-770-2089
Crowd Manager	Marilyn Hill	919-636-1567
Chatham County Sherriff Department	On-Site Supervisor's Name	Cell Phone
Emergency Medical Services	Laverne Burnette	919-414-7805
Moncure Fire Department	Mrs. Brenda Thomas	919-545-9132
General Emergency	Nearest medical facility	911

VI. Event Area Map (attached next page)

Moncure/Haywood Food Truck Festival Map



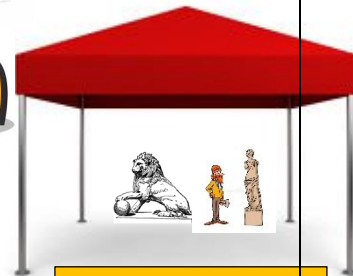
Food Truck Lineup



Port A Johns



POP-UP MUSEUM
MAIN STREET PROJECT



Moncure Museum
Displays

Kids Zone



Lawn Chairs for Handicap



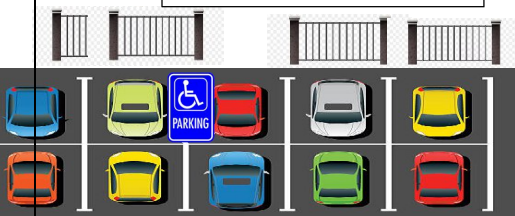
Port A Johns



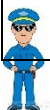
VENDOR PARKING ONLY
RESERVED FOR VIP



Main Entrance



Moncure School Road





Chatham County, NC

Text File

File Number: 18-2841

Agenda Date: 11/19/2018

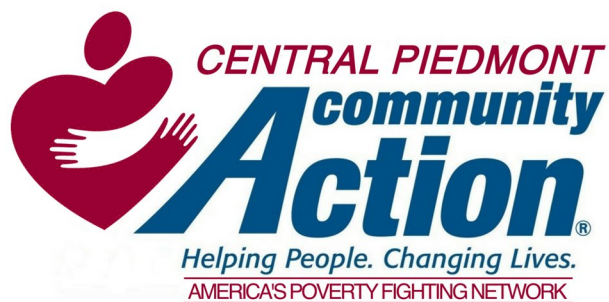
Version: 1

Status: Work Session

In Control: Board of Commissioners

File Type: Agenda Item

Receive presentation and update from Central Piedmont Community Action



COMMUNITY SERVICES BLOCK GRANT (CSBG) PROGRAM REPORT

Chatham County Board of Commissioners Meeting
November 19, 2018

Self Sufficiency Program

Our Self Sufficiency Program assists low income families to make positive life changes and move out of poverty through 3 key features:

- Case Management
- Life Coaching and Intervention
- Limited Financial Assistance



CPCA Open House
CSBG Director, Sheryl Andrews

"I just wanted to share this with you. Thank you for all you do..."

-G. Durso



A proud program graduate who completed paralegal training and gained employment. Pictured with him, Case Manager, Carol Currie, and Executive Director, Natasha Elliott



Foundations of Money Management Training provided by our local partner, PNC Bank

Chatham County PY 17/18 Outcome Measures	Achieved
Number of Family Members Served:	28
Families Rising Above Poverty:	3
Average +Change in Annual Income:	\$12,678
Gained Employment:	9
Gained Better Employment:	1
Completed Education and Training:	6
Secured Safe and Affordable Housing:	3
Provided Education and Employment Supports:	20
Total Expenditures:	\$129,518



Weatherization Program Report Chatham County Board of Commissioners Meeting November 19, 2018



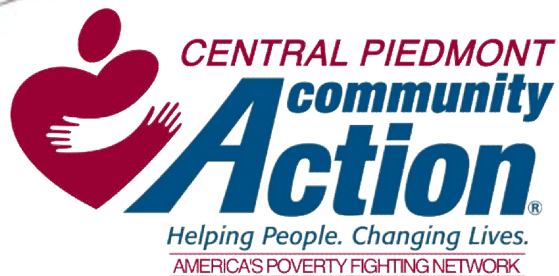
Chatham County Outcome Measures FY 17-18	Achieved 18
Number of Participants that Received Weatherization:	12
Number of Participants that Received HARRP:	6
Average Cost Per Unit for Weatherization Jobs:	\$4,413.88
Average Cost Per Unit for HARRP Jobs:	\$8,391.11
Total Costs Used for Measures in Both Programs:	\$103,313.26

Client Weatherized



Client that received HARRP (Heating & Air Repair and Replacement Program)

Allowable Measures Based on Testing: Perform air sealing, install insulation, perform duct sealing, clean & tune heating and/or cooling system, water heater tank insulation, repair/replace water heaters, repair/replace windows/doors, install new heating and/or cooling system, replace refrigerators, install smoke and carbon monoxide detectors.



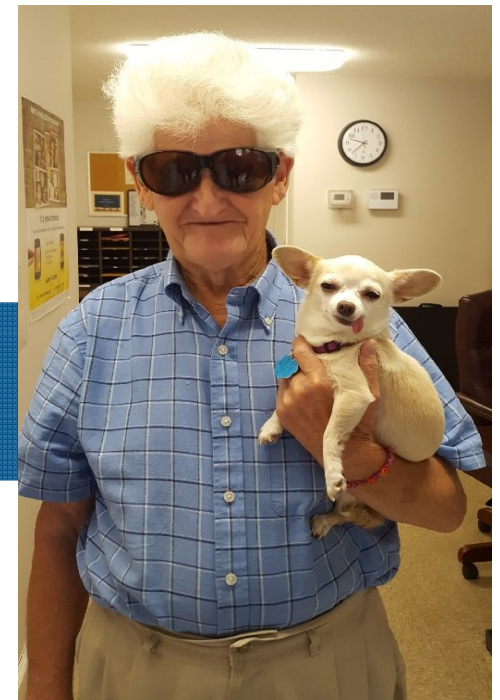
Chatham County Homeless Funds Report

Board of Commissioners Meeting
November 19, 2018



Chatham County Outcome Measures FY 17-18	Achieved
Number of Participants were served through RRH through June 21, 2018:	8
Number of Participants Housed through RRH through June 21, 2018:	3
Number to Receive Chatham County Hotel/Shelter Stay:	14
Number to Receive Chatham County Transportation Assistance:	2
Total funds Spent on Hotel/Shelter and Transportation as of 10/3/18:	\$9,067.47
Funds Remaining as of 10/3/18:	\$3,932.53

RRH Customers
James and Cupcake



The program got me housing within a week. The whole staff stepped in and helped me and told me I wasn't alone. -RRH Customer Cynthia



Chatham County, NC

Text File

File Number: 18-2840

Agenda Date: 11/19/2018

Version: 1

Status: Work Session

In Control: Board of Commissioners

File Type: Agenda Item

Presentation on North Carolina Geodetic Survey's Resurvey of the Common Boundary between Chatham County and Harnett County.

.. Abstract:

Over the past several decades, Chatham County has been working in partnership with its neighbouring counties to resolve uncertainties in the County's boundary line. Uncertainty with the location of county boundary lines is not uncommon in North Carolina. Today's technology can locate boundary lines much more precisely and uncover discrepancies in those boundaries. These discrepancies can create issues when it comes to tax assessment, property value, deed recordation, zoning, building permitting, public safety, board of elections, and the school system.

Action requested:

That the Board of Commissioners:

1. Adopts the location of the boundary line between Chatham County and Harnett County in accordance with the plat prepared by North Carolina Geodetic Survey, and adopts the joint resolution on December 3, 2018.
2. Directs the Chatham County Tax Administrator to assess parcels, or portions thereof, that have previously been assessed in Harnett County but will now be in Chatham County, in accordance with the plat prepared by North Carolina Geodetic Survey and mutually agreed to by this Board and the Harnett County Board of Commissioners.

Introduction and background:

Purpose:

North Carolina General Statute 153A-18 gives Counties the authority to mutually establish county boundary lines that are uncertain through ratification of a survey prepared by North Carolina Geodetic Survey.

Background:

On May 21, 2018, the Board of Commissioners jointly agreed with the Wake County and Harnett County Board of Commissioners to resolve issues with the boundary line by first authorizing legislation to establish the correct common corner shared by all three counties. On June 25, 2018, the North Carolina General Assembly ratified legislation, Session Law 2018-62, that corrects the common corner for Wake, Harnett, and

Chatham Counties.

The next step is to resolve uncertainties in the shared boundary line between Chatham County and Harnett County. This can be accomplished by mutual agreement (Joint Resolution) of the plat prepared by North Carolina Geodetic Survey that depicts the newly established boundary line (attached).

If adopted, the Resolution will also direct the Chatham County Tax Administrator to assess parcels, or portions thereof, that have previously been assessed in Harnett County but will now be in Chatham County.

All changes to the County line described herein become effective on January 1, 2019. Staff has been in contact with all impacted property owners and has notified them of today's meeting.

The current issue has been prompted by differences between the boundary line that Chatham County uses versus the one that Harnett County uses. In some instances, the boundary line used between the two counties varies as much as several hundred feet. This has resulted in confusion over the delivery of services and tax assessment to the properties along the boundary line.

Given the uncertainties, Chatham and Harnett County staff requested North Carolina Geodetic Survey to conduct historical research and field work to determine the accurate location of the shared boundary line. During their work they discovered errors in the 1961 Wake County and Chatham County survey whereby the Wake/Chatham/Harnett corner was incorrectly located. This error was corrected in the recent Session Law 2018-62 and was supported by all three counties. With this correction, Chatham County and Harnett County can now proceed with resolving the uncertainty in their shared boundary line.

North Carolina Geodetic Survey has completed the field work and prepared a plat showing where the Chatham and Harnett County boundary line should be (attached). In accordance with North Carolina General Statute 153A-18, both Chatham County and Harnett County can mutually agree to establish this as the county boundary line.

Since last year, staff from each county have been working collaboratively on identifying all the parcels impacted by the boundary line issue. Staff conducted two community meetings (December 5, 2017 and March 27, 2018) where property owners were able to learn more about the issue. Property owners were also sent letters detailing the impact on their property. For example, where the boundary line splits a parcel, the property will now become split assessed between the two counties. This is in accordance with state law. In other cases, the property will move entirely from one county to the other. Two of the more common concerns from property owners are: 1) will future development be restricted in some way on a parcel that is split between the two counties? and 2) will a split parcel affect the current agricultural tax deferment (which allows property owners who are farming their land to have a reduced tax value until the property transitions to a non-agricultural use)? The answer to both questions is no impact at all.

Discussion and Analysis:

The attached resolution is also being considered by the Harnett County Board of Commissioners at their meeting on December 3, 2018. Should both boards adopt it, the newly established line will become effective on January 1, 2019. Prior to the effective date, each County will apply zoning to the properties, or portions thereof, that are being transferred into the county. Property owners will be notified during this process. Additionally, each County will record with their Register of Deeds a document that identifies all impacted parcels resulting from this corrective action of the county boundary line.

How does this relate to the Comprehensive Plan:

No relation to the current comprehensive plan

Budgetary Impact:

The following summarizes the property impacts along the Chatham/Harnett County boundary line:

Chatham / Harnett County Boundary - PRELIMINARY ESTIMATES

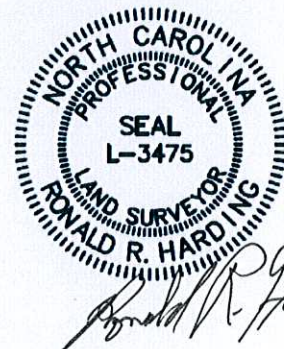
Properties Affected	Count	Estimated Value
Homes moving from Chatham to Harnett	(Loss) 2	\$ 227,648
Homes moving from Harnett to Chatham	0	\$ 0
Homes split between Harnett and Chatham	0	\$ 0
Parcels split between Harnett and Chatham with a	(Loss) 13	\$ 287,740
Parcels split between Harnett and Chatham with a	(Gain) 6	\$ 59,020
Total Preliminary Estimated Tax Value for Chatham	(Loss)	\$ 456,368
Total Preliminary Estimated Tax Revenue for Chatham	(Loss)	\$ 2,866

Recommendation:

Adopt the attached Joint Resolution using North Carolina Geodetic Survey's attached plat of the common boundary line between Chatham County & Harnett County at the December 3, 2018 Board of Commissioners Meeting. The plat uses the newly established boundary corner from a previously adopted joint resolution between the counties of Wake, Chatham, and Harnett.

CHATHAM-HARNETT
COUNTY BOUNDARY LINE
SUMMARY OF RESEARCH FINDINGS

October 05, 2018



NORTH CAROLINA GEODETIC SURVEY

Prepared By:

Ronald R. Harding, PLS
NC Geodetic Survey/RM/EM
NC Department of Public Safety
Claude D. Bowers Building
4105 Reedy Creek Road
Raleigh, NC 27604
(mail: 4298 Mail Service Center, Raleigh, NC 27699-4298)
ron.harding@ncdps.gov

CHATHAM-HARNETT COUNTY BOUNDARY LINE
SUMMARY OF RESEARCH FINDINGS **October 2018**

HISTORY

Chatham County was formed in 1770 from Orange County

Chatham County were formed from Orange County in 1770. From page 61 of David Leroy Corbitt's book *"The Formation of the North Carolina Counties 1663-1943"* reads, *the Inhabitants of Orange, lying to the South of a Point Sixteen Miles due South of Hillsborough, and bounded as follows, to-wit, Beginning at the aforesaid Point, running thence due West of Guilford County Line; thence South along Guilford County Line to Cumberland County Line; thence along Cumberland and Wake County Line to a Point due East of the Beginning; thence due West to the Beginning; be erected into a Distinct County by the Name of Chatham County, and St. Bartholomew Parish. (S. R., XXIII, 827)*

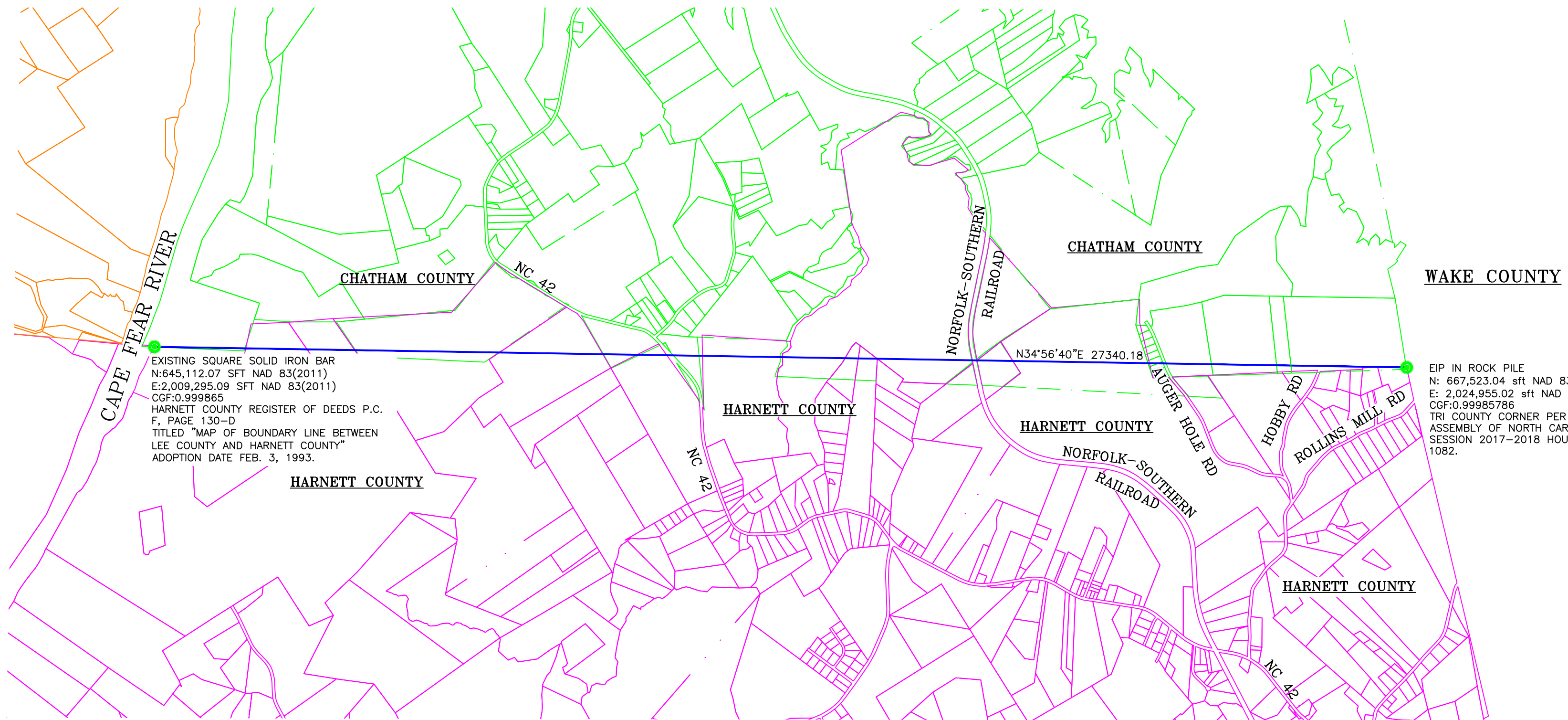
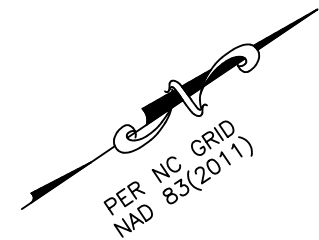
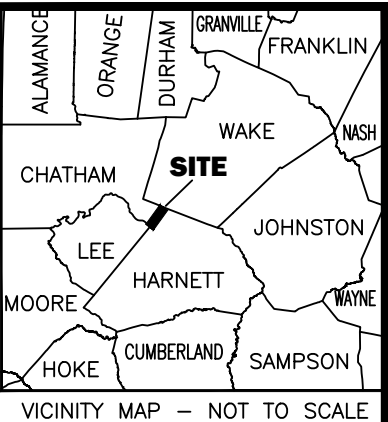
Harnett County was formed in 1855 from Cumberland County

Harnett County were formed from Cumberland County in 1855. From page 116 of David Leroy Corbitt's book *"The Formation of the North Carolina Counties 1663-1943"* reads, *Beginning at the intersection of lines of Johnston and Sampson counties, on Black Mingo; thence a direct line to the mouth of Lower Little river; thence up said river to the bridge at Elliot's mills; thence a straight line to the place on the Murchison road where Hector's creek crosses; thence with said line to road to the Moore county line; thence with said line to the Chatham county line; thence with that to the Wake county line; thence with that to the Johnston county line; thence with that to the beginning. (Public Laws, 1854-55, Ch. 8)*

CONCLUSION

The earliest record of a survey of the Chatham-Harnett County boundary line is that of the 1855 creation of Harnett County is most probable the first survey. Although adoption and ratification records of this survey aren't available, witness of it having been conducted is presented in the description provided by Corbitt's book. The historical record indicate a straight line for the boundary of Chatham-Harnett County line. The adoption of Harnett-Lee County corner on February 03, 1993 and plat recorded in Harnett County Register of Deeds office in Plat Cabinet F; Page 130-D; as well as the North Carolina General Assembly Session 2017-2018 House Bill 1082 adopting the EIP in rock pile as the Chatham, Harnett, Wake County corner recorded in Chatham County Register of Deeds office Plat Book 2018; Page 184; Harnett County Register of Deeds office Plat Book 2018; Page 213 and Wake County Register of Deeds office Book of Maps 2018; Page 1452. In conclusion, research of the original county line descriptions, historic maps, land grant descriptions, property deed descriptions, and property survey plats illustrate the best witness to the position of the county boundary line is at the EIP in rock pile in a southwesterly direction to the square solid iron at the Harnett-Lee County corner to be the blue line drawn on preliminary map titled Chatham County and Harnett County Boundary Line as attached.

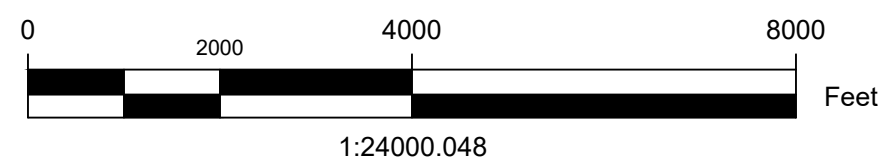
PRELIMINARY MAP
EXHIBITION AND REVIEW PURPOSES ONLY



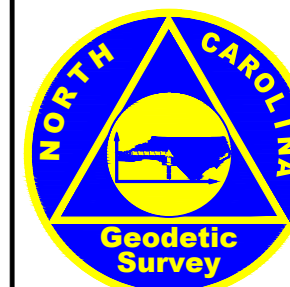
LEGEND

- PROPOSED REESTABLISHED COUNTY LINE
- CHATHAM COUNTY GIS PARCELS
- HARNETT COUNTY GIS PARCELS
- LEE COUNTY GIS PARCELS
- EIP EXISITING IRON PIPE
- E EASTING
- N NORTHING
- NAD 83 NORTH AMERICAN DATUM 1983
- sft U.S. SURVEY FOOT

PRELIMINARY MAP
EXHIBITION AND REVIEW PURPOSES ONLY



NORTH CAROLINA GEODETIC SURVEY
Department of Public Safety
Division of Emergency Management



CLAUDE BOWERS BUILDING, 4105 REEDY CREEK ROAD
RALEIGH, NORTH CAROLINA 27607 (919) 733-3836

PRELIMINARY PLAT OF RESURVEY

**CHATHAM COUNTY AND
HARNETT COUNTY LINE**

STATE OF NORTH CAROLINA

DRAWN BY: DJF	CHECK BY: RRH
DATE: 10/4/2018	REV DATE:
SCALE: 1"=2,000'	

SHEET 1 OF 1



12 East Street
Pittsboro, NC 27312

420 McKinney Parkway
Lillington, NC 27546



November 16, 2018

[Name]
[Address]

Dear: [Name]

You have been contacted several times over the past year about a joint effort by Chatham and Harnett counties to locate the county boundary line, and you were identified as a property owner who may be affected by changes that could go into effect sometime in the future.

During this effort, Chatham County and Harnett County hosted two community meetings to address property owner concerns. The two counties have also been working with the North Carolina Geodetic Survey office to conduct field work and research in determining the exact location of the county boundary line so that uncertainties are resolved. That work is now complete, and both counties will consider adopting the boundary line as prepared by the North Carolina Geodetic Survey office.

As a reminder, uncertainty with the location of county boundary lines is not uncommon in North Carolina. Today's technology can locate boundary lines much more precisely and uncover discrepancies in those boundaries. These discrepancies can create issues when it comes to tax assessment, property value, deed recordation, zoning, building permitting, public safety, board of elections and the school system. Resolving the uncertainties will allow both county governments to address issues with development and clarify delivery of services along the line.

Please refer to the attached map that shows your property in relation to the location of the county line (red) as surveyed by the North Carolina Geodetic Survey office. Some properties may move from one county to the other, and some may be split by the county line. Please refer to frequently asked questions enclosed here.

The next step is for the boards of commissioners of both Chatham and Harnett counties to consider agreement of the boundary line as surveyed by the North Carolina Geodetic Survey office. Should both boards agree to the county boundary line, changes related to your property will go into effect on January 1, 2019.

This action will be considered at the following meetings:

Chatham County Board of Commissioners

Monday, December 3, 2018 at 6 p.m.
Historic Chatham County Courthouse
9 Hillsboro St.
Pittsboro, NC 27312

Harnett County Board of Commissioners

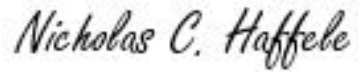
Monday, December 3, 2018 at 9 a.m.
County Administration Building
420 McKinney Parkway
Lillington, NC 27546

To find additional information or ask specific questions, you can contact:

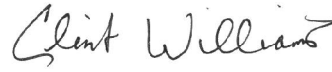
Nick Haffele
Chatham County
12 East Street
Pittsboro, NC 27312
919-545-8469
nicholas.haffele@chathamnc.org

Clint Williams
Harnett County
305 W. Cornelius Harnett Blvd., Suite 100
Lillington, NC
910-893-7523
cwilliams@harnett.org

Sincerely,



Nick Haffele, Manager
Geographic Information Services



Clint Williams, Administrator
GIS/E-911 Operations

Frequently Asked Questions

If the county boundary line bisects my property, how will the property be assessed for tax purposes? The portion in Chatham County will be taxed in Chatham County while the portion in Harnett County will be taxed in Harnett County. This means you will get two tax bills each year. If your house or other buildings have the county boundary line going through it, the tax assessors in each county will decide which county taxes that building.

If the county boundary line bisects my property, will that affect the ability to make improvements or develop the property? The county boundary line does not reduce the area in which you can make improvements or develop your property. You will still be able to make improvements or develop the property across the boundary line. When developing across the county boundary line, Chatham and Harnett counties will coordinate with the property owner to ensure which local development regulations apply.

Will changes to the county boundary line on my property affect the agricultural tax deferment on my farm land? No. The location of the jurisdictional lines, like a county line, have no impact on current or future agricultural tax deferment for farm lands. Even in situations where the county line bisects a farm.

If my property moves from one county to the other, will the school age children in my household be required to attend the new county school system? No. As part of this process, state law was enacted that allows school age children to remain in their current school system through high school graduation. This includes siblings in the household who are not yet school age.

How will the public records show the location of my property (or a portion thereof) has been moved into a new county? A survey/map depicting the county boundary line will be recorded in the Register of Deeds Office of each county. A document will also be recorded which references the map and provides ownership designation, tax parcel number, and other identifying information for each parcel. This will enable any person who undertakes a title search of the public records to learn that your parcel or a portion of it has been transferred to or from the other county. No action is required by you, nor is there any cost to you.

How will this change affect my voter registration? If the assessment of your house changes counties, then your voting precinct will change counties. The Chatham County and Harnett County boards of elections will work together to identify and notify all registered voters whose voter registrations may be affected by the changes in property assessments. Pursuant to North Carolina General Statute 163-82.15A, these voter registrations will be changed to the appropriate county.

Will my property be rezoned if it moves to the other county? What can I expect of the zoning process? Yes, your property will be rezoned consistent with neighboring properties in your new county. A large-scale zoning process will be used to rezone affected properties. You will be notified when this process begins. The process includes a report to the Planning Board and legislative action by the Board of Commissioners.

Will public safety officials (fire, police, EMS) be notified of these changes to ensure no interruptions in service to my property? Both counties will work closely with all emergency response agencies to ensure that each affected address is keyed into the appropriate 911 database. Once this is done, calls for emergency assistance will be routed to the appropriate agency. You will continue to dial 911 in case of an emergency.

When will the changes in my property become effective? The Chatham and Harnett County boards of commissioners will take action on the affected properties at their respective board meetings on Monday, December 3, 2018. The anticipated effective date for the changes is January 1, 2019.

**JOINT RESOLUTION ADOPTIONG AND ESTABLISHING THE COMMON
BOUNDARY LINE BETWEEN CHATHAM COUNTY AND HARNETT COUNTY**

WHEREAS, N.C.G.S. § 153A-18 provides that if two or more counties are uncertain as to the exact boundary between them, they may cause the boundary to be surveyed, marked and mapped; and

WHEREAS, pursuant to a Joint Resolution with Wake County, Harnett County and Chatham County approved by the Harnett County Board of Commissioners on or about April 16, 2018, and approved by the Chatham County Board of Commissioners on or about May 21, 2018, North Carolina Geodetic Survey was authorized to locate and survey the boundary line between Chatham County and Harnett County; and

WHEREAS, as part of the preliminary survey work completed by North Carolina Geodetic Survey, it was determined that Wake County and Chatham County had been using a boundary corner established by survey in 1961 that differed from the actual location of the Wake/Chatham/Harnett tri-county boundary corner; and

WHEREAS, pursuant to SL2018-62 ratified by the North Carolina General Assembly on or about June 25, 2018, the tri-county corner boundary between Wake, Chatham and Harnett County was established in accordance with N.C.G.S. § 153A-17; and

WHEREAS, now that the tri-county corner has been established, Chatham County and Harnett County mutually desire to finalize the location of the common boundary shared between them; and

WHEREAS, North Carolina Geodetic Survey has prepared an official survey of the Chatham County and Harnett County common boundary for adoption and ratification by the Chatham County and Harnett County Boards of Commissioners.

NOW THEREFORE, BE IT RESOLVED BY THE CHATHAM COUNTY BOARD OF COMMISSIONERS AND THE HARNETT COUNTY BOARD OF COMMISSIONERS that the survey completed by the North Carolina Geodetic Survey attached hereto as *Exhibit A* is hereby adopted for the purpose of locating the common boundary between Chatham County and Harnett County.

BE IT FURTHER RESOLVED that upon adoption of this Joint Resolution, Chatham County and Harnett County will work together to reconcile county services to affected properties such as board of elections, zoning, building permitting, emergency response, and tax assessments.

BE IT FURTHER RESOLVED that upon adoption of this Joint Resolution, staff is directed to register a copy of the same with the Register of Deeds in Chatham County and Harnett County as well as the North Carolina Secretary of State's Office.

That this JOINT RESOLUTION shall become effective on January 1, 2019.

CHATHAM COUNTY

Adopted this 3rd day of December, 2018.

Diana Hales, Chair
Board of Commissioners

ATTEST: _____
Lindsay Ray
Clerk to the Board

HARNETT COUNTY

Adopted this 3rd day of December 2018.

Gordon Springle, Chair
Board of Commissioners

ATTEST: _____
Margaret Regina Wheeler
Clerk to the Board



Chatham County, NC

Text File

File Number: 18-2844

Agenda Date: 11/19/2018

Version: 1

Status: Agenda Ready

In Control: Board of Commissioners

File Type: Agenda Item

Agenda Number:

Closed Session to discuss matters relating to personnel.



Chatham County, NC

Text File

File Number: 18-2837

Agenda Date: 11/19/2018

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Board of Commissioners

File Type: Minutes

Vote on a request to approve the October 15, 2018 Work and Regular Session Minutes.



Chatham County, NC

Meeting Minutes

Board of Commissioners

Monday, October 15, 2018

6:00 PM

Historic Courthouse Courtroom

Rollcall

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

Absent: 1 - Commissioner Walter Petty

Work Session - 1:00 PM - Historic Courthouse Courtroom

Chair Hales said Commissioner Petty would not be in attendance as his company is responding to the hurricanes.

PUBLIC INPUT SESSION

No one signed up to speak.

BOARD PRIORITIES

[18-2761](#)

2018 Third Quarter Employee of the Quarter Award-Mike Cowell, Wren Library Branch Manager

Attachments: [Mike Cowell, Wren Library](#)

Human Resources Analyst Courtney Goldston presented the item.

Mike Cowell joined the County in July 2007 and became the Branch Manager at Wren Library in Siler City in March of 2010 and ever since then he has been making the Wren Memorial Library a real part of the community.

Here is just one example from his nomination:

Wren served as a distribution site for CORA's SNACK program this summer, which provides food for food insecure families with children. Wren's location in the heart of Siler City makes it an excellent site for the many families in Siler City that need this program. Mike goes to a lot of extra effort to make sure the program succeeds. There is no way to know when the food trucks will schedule deliveries and he has been called as early as 6:30 AM to meet the truck.

After the food is delivered the work begins: the room has to be set up with tables, the food has to be unboxed and arranged according to food group, and volunteers have to be scheduled. When the event concludes, any remaining food has to be prepared for

pick-up, empty boxes have to be torn down and taken to recycling, and the room must be cleaned. Mike oversees all of this while managing the library and he remains cheerful and patient while doing it. He even greets most people by name, an obvious sign of his knack for building relationships.

Wren will also be hosting a job fair in the near future. Again, this will position the library not only as a source of books but as a community resource and a source of information.

Mike goes above and beyond in serving the public. He develops relationships with the people he serves and strengthens Chatham County government's public service mission.

The fact that he lights up when we talk about these outreach opportunities is a testament to how much he loves what he does. Ms. Goldston stated she hopes many of the County employees aspire to serve their communities and citizens in such a way.

Chair Hales presented Mr. Cowell with the Third Quarter Employee of the Quarter Award and posed for pictures.

[18-2757](#)

Recognition for Chatham County by the Center for Digital Government and the National Association of Counties

Attachments: [2018AwardBOCPresentation20180917](#)

MIS Director Darlene Yudell presented a presentation to the Board. (Presentation attached).

Ms. Yudell presented the award to the Board. She also introduced all the members of her staff and thanked them for all the work they do that made this award possible.

[18-2751](#)

Recreation Advisory Committee FY17-18 Annual Report

Attachments: [2018 Recreation Advisory Committee Annual Report](#)
 [2018 Recreation Advisory End of Year Report](#)

Recreation Advisory Committee Chair Tim Mounce gave a presentation to the Board. (Presentation attached)

Chair Hales thanked Mr. Mounce for the presentation and report. She asked if trails in the northeast section of the county are being considered in the Parks and Recreation Master Plan. Parks and Recreation Director Tracy Burnett said there is section in the Master Plan for open space, greenways, blueways and trails. They hope to present the Master Plan to the Board in January.

[18-2770](#)

Receive presentation on Value-Added Agricultural District for Chatham, Harnett, Lee and Johnston Counties

Attachments: [AG presentation](#)
 [Agricultural District Proposal_TJCOG](#)

Harnett County Assistant County Manager Brian Haney gave a presentation to the

Board. (Presentation attached)

Commissioner Crawford stated Mountaire Farms will bring more processing jobs for Chatham County.

Commissioner Howard asked if the potential funds from Golden Leaf and other foundations were included in the calculations or are those funds in addition to those amounts. Mr. Haney stated those funds would be in addition to those amounts.

Chair Hales asked if the budget is \$30,000 per county per year. Mr. Haney believes that is a total amount for all counties.

Chair Hales asked if there is an interest in expanding the types of crops being produced in this region. She is thinking particularly of industrial hemp. Mr. Haney said that has not been discussed in the presentations he has seen but he assumes it could be part of the scenario.

Commissioner Crawford asked if forestry is consider part of the agricultural industry for this project. Mr. Haney thinks it could be and it is something the four counties could discuss and decide.

[18-2707](#)

Receive presentation on mental health in schools

Attachments: [Chatham presentation for September 17 2019 BOC Meeting mental health](#)

Dr. Amanda Hartness, Assistant Superintendent for Academic Services and Instructional Support, and Ms. Tracy Fowler, Executive Director of Student Services and Support Programs, gave a presentation to the Board. (Presentation attached)

Commissioner Howard stated she is proud and impressed by the work that has been done by the schools.

Commissioner Crawford asked if they experience any trouble with HIPAA training. Ms. Fowler stated they get a release of information from the parent and that way they can work with the therapist and the parent to do what is best for the child.

Chair Hales asked what period of time they have experienced the 40% decrease in suspensions. Ms. Fowler stated it has been over the last three years.

Superintendent Dr. Derek Jordan stated that reduction in suspension does not mean they are simply not suspending students. It is their desire to work to address the root causes of the behavior such that they do not have the need to suspend students over and over again.

Chair Hales asked if there are opportunities for the schools to assist the parents. Ms. Fowler said absolutely. Commissioner Howard stated the community partners are also able to assist parents.

[18-2782](#)

Receive report on the operation of the Chatham County Agriculture & Conference Center

Attachments: [BOC Usage Update \(3\)](#)

Facilities and Construction Director Brian Stevens gave a presentation to the Board. (Presentation attached)

Commissioner Howard asked how the booking software was working. Mr. Stevens said to date it is working very well.

Vice Chair Dasher asked if there are situations where the facility is losing a revenue client because a free event is already scheduled. Mr. Stevens said there are situations where that occurs, however, revenue clients have one year to book an event and internal clients only have a ninety day window.

Commissioner Crawford stated he has been asked if the facility could extend its alcohol policy from two hours to three hours. He asked if changing the policy is an option. Mr. Stevens stated staff felt allowing alcohol for two hours was a good starting point. He believes there is room for discussion about the policy.

Chair Hales asked if there have been any issues with the insurance required. Mr. Stevens stated he is not aware of any renter or caterer who has concerns about the insurance.

Staff will come back at a future work session to revisit the alcohol policy and the insurance policy.

18-2811

Receive presentation on Government Complex Master Plan

Attachments: [2018 1015 Chatham Co Govt Complex Planning Presentation DRAFT](#)

Interim County Manager Dan LaMontagne introduced consultants Tim Hillhouse, Josh Brady, Danielle Hoffman and Jay Smith from O'Brien Atkins. The consultants gave a presentation to the Board. (Presentation attached)

Vice Chair Dasher asked if they knew the current square footage of all the County departments. Ms. Hoffman believes it is close to 56,000 square feet.

Chair Hales asked if there would be shower facilities. Ms. Hoffman said the building could include showers, just not a full fitness center.

Commissioner Crawford asked if the Town of Pittsboro was consulted about their Downtown Master Plan. He stated the Board could ask the Town of Pittsboro for a variance on the height requirement. He also said acquiring the gas station property could be beneficial. He is not inclined to build a facility that would obstruct the interface between the Historic Courthouse and the Justice Center. Mr. Smith stated they are aware of the Downtown Master Plan and hope there will be a collaborative effort between the County and the Town of Pittsboro but they did not try to accommodate that plan for this site.

Chair Hales is not in favor of building the facility across the axis.

Vice Chair Dasher believes the County should talk to the Town of Pittsboro about the height limit.

Chair Hales stated that the new facility would accommodate early voting and that will affect parking.

Mr. Smith stated they would like to have a public charette to allow for citizen input.

Vice Chair Dasher is in favor of a phased plan.

Mr. LaMontagne stated he would like to look into the height limit and the phased approach. He asked if parking would be okay between the two buildings. The Board agreed that would be fine.

[18-2807](#)

A request by the Planning Department to schedule a legislative public hearing for November 19, 2018 to consider County-initiated rezonings of businesses in the formerly unzoned portion of Chatham County.

Attachments: [More information from the Planning Department website](#)
[Business Rezoning Spreadsheet \(Fall 2018\)](#)
[Business Rezoning Maps \(Fall 2018\)](#)

Planning Director Jason Sullivan reviewed the specifics of the request.

A motion was made by Commissioner Crawford, seconded by Vice Chair Dasher, to approve setting a public hearing for November 19, 2018 at 6:00 PM. The motion carried by the following vote:

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

Absent: 1 - Commissioner Petty

CLOSED SESSION

[18-2806](#)

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

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

Absent: 1 - Commissioner Petty

ADJOURNMENT

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

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

Absent: 1 - Commissioner Petty

End of Work Session

Regular Session - 6:00 PM - Historic Courthouse Courtroom

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

Absent: 1 - Commissioner Walter Petty

INVOCATION and PLEDGE OF ALLEGIANCE

Chair Hales asked everyone to pause for a moment of silence and reflection after which she 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 6:02 pm.

APPROVAL OF AGENDA and CONSENT AGENDA

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

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

Absent: 1 - Commissioner Petty

[18-2801](#)

Vote on a request to approve the September 24, 2018 Regular Session Minutes

Attachments: [Draft Minutes 09.24.2018](#)

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

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

Absent: 1 - Commissioner Petty

[18-2788](#)

Vote on a request to accept \$2,250 Community Health Grant Funds

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

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

Absent: 1 - Commissioner Petty

[18-2789](#)

Vote on a request to approve \$747.00 funds from North Carolina Division of Public Health - Chronic Disease and Injury Prevention to support Chatham County's Asthma Assessment Program

Attachments: [\\$747.00 Healthy Communities-Additional State Funds](#)

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

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

Absent: 1 - Commissioner Petty

[18-2790](#)

Vote on a request to approve \$2,951 reduction to Preparedness and Response Funds from the division of NC Public Health Emergency Preparedness.

Attachments: [\\$2,951 Preparedness-Reduction in Funds](#)

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

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

Absent: 1 - Commissioner Petty

[18-2815](#)

Vote on a request to adopt A Resolution Approving The Addition Of Streets in the Frosty Meadows Subdivision to the North Carolina System of Secondary Roads

Attachments: [Frosty Meadows Subdivision Resolution](#)
[frosty meadows resolution request](#)

A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that Resolution #2018-49 for the Addition of Streets or Roads to the North Carolina System of Secondary Roads for Frosty Meadows Subdivision, attached hereto and by reference made a part hereof, be adopted. The motion carried by the following vote:

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

Absent: 1 - Commissioner Petty

[18-2800](#)

Vote on a request to approve the appointment of Phillip Cox to the Appearance Commission

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

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

Absent: 1 - Commissioner Petty

[18-2804](#)

Vote on a request to approve appointment of John Ruffin, Jr. to the Chatham County Housing Authority.

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

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

Absent: 1 - Commissioner Petty

[18-2813](#)

Vote on a request to approve the appointment of Mr. Cy Richardson as a trustee to the Pittsboro Fire & Rescue Department Firefighter's Relief Fund Board.

Attachments: [Attachment A-N.C.G.S 58-84-35](#)
 [Attachment B-N.C.G.S 58-84-30](#)
 [Attachment C-Letter of Request of Trustee Appointment](#)

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

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

Absent: 1 - Commissioner Petty

[18-2812](#)

Vote on a request to approve reappointments to the Agriculture Advisory Board

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

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

Absent: 1 - Commissioner Petty

[18-2817](#)

Vote on a request to approve Jenny Williams' appointment to interim tax assessor and tax collector for Chatham County.

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

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

Absent: 1 - Commissioner Petty

[18-2808](#)

Vote on a request to approve the Pictometry International Corp. agreement and authorize the County Manager to execute the agreement

Attachments: [Pictometry International Corp](#)
[Pictometry Sample View](#)

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

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

Absent: 1 - Commissioner Petty

[18-2816](#)

Vote on a request to approve the contract for Wayne Roofing to perform the roof replacement at Chatham County DSS.

Attachments: [DSS roof - Wayne Service Agreement 101518](#)

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

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

Absent: 1 - Commissioner Petty

[18-2814](#)

Vote on a request to surplus and award a service weapon to retiring Lt. Andre Gipson on the event of his retirement from the Chatham County Sheriff's Office.

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

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

Absent: 1 - Commissioner Petty

[18-2810](#)

Vote on a request to approve Tax Releases and Refunds

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

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

Absent: 1 - Commissioner Petty

End of Consent Agenda

PUBLIC INPUT SESSION

Riley Pankow told the Board about his experience as the County's youth delegate to YouthVoice at the North Carolina Association of County Commissioners annual conference in August. Chair Hales and Commissioner Howard expressed how much they enjoyed having Mr. Pankow at the conference. Mr. Pankow stated the most interesting part of the event for him was the budget exercise. He said it was a very eye opening experience to learn about some of the very difficult decisions commissioners face. Commissioner Howard asked Mr. Pankow to be an ambassador for the YouthVoice program and encourage other students to participate.

Shannon Clark submitted the following comments:

I am the Vice President of the Chatham County Farm Bureau. I am also on the Equine Advisory Board with the Cooperative Extension Service. We've been partners for the past two or three years and it has been a really good relationship. The Farm Bureau started out with the Agriculture Awareness Day and then they combined efforts with the Cooperative Extension for the Spring Ag Fest. We have attracted a lot of people in and have been able to showcase agriculture in Chatham County along with some of the County services that relate to agriculture. I wanted to talk tonight about the partnership we have with the convention center. It is a great building. It serves the need of the county as well as the agriculture community. We need to finish the livestock arena. It is sitting there without water. When we come to a livestock event, we have to carry buckets of water from the building to the livestock arena. I would like to encourage you to finish that with water and with electricity. We are using our own generators to power the PA systems. Those are two things that I don't consider to be a part of phase two, although you had asked for recommendations for phase two and we submitted that. I feel like water and electricity are two things I would encourage you to see if you can find room in the budget. I think those two things need to happen right away.

Faye Stanley submitted the following comments:

I am here with Todd Massey. We are here about an issue on Jeremiah Drive. You have a handout that tells you a good bit about this and I just wanted to run over that briefly with you. It has some questions for you all that we hope we can all engage in together. Todd can give you more answers to anything that comes to your mind as you look at this tonight. My husband Chris and I moved to Chatham County last year. We were moving from about thirty years up in Orange County where we raised our children together and we came down and built our retirement home at the end of Jeremiah Drive and equipped it as best we could so we could grow old there together and live as independently as possible for as long as possible. All that started seeming a little silly as the construction process went along and more and more of these flooding issues came up. This past October, two days after the hurricane, through which all of our

houses did just fine, the water began to rise because the dam was closed to keep water from going down to the eastern part of the state. That water rose until we had a 400 foot pond that was five and a half feet deep between Lystra Road and any of our houses. There are twenty-six residents on Jeremiah Drive in fourteen houses. All of us had to paddle in and out of our house for two weeks solid. 81% of us are over fifty years old. 38% of us are over sixty years old. We are not a young crowd of folks. It is not realistic to think as weather worsens as climatologists tell us it is going to, more severe incidents and more frequent incidents, that we can manage this over time. I'd like to draw your attention to the second page of the handout. It shows the Jordan Lake water levels for the last three years. You can see that in the last three years there were five episodes that the lake went over 225 feet. At 227 feet, that is when our road is flooded. It exceeded that by a long shot in October. We want you to know that is happening a lot already and it is probably going to get worse. If you look on the next page you will see a map of all of our properties and where the water goes in a flood situation. You can see we are completely cut off. We are a dead end road. There is no other way in and out. It is a problem. We have one of our residents who has Parkinsons Disease and she had an allergic reaction to an insect and emergency crews had to paddle in to help her. She lives with her mother who is bedridden and has to have home health aides come every day and they had to paddle in for two weeks solid. We feel like this is not a safe situation. It is not a situation that should be continued. We know that Jeremiah Drive is thought of as the overflow basin for Jordan Lake but many of us with no information about that and were not told anything about that. It is not a safe situation for the residents. You'll see on page four the questions we are bringing to you and the contact information for Todd and for me. We hope you will think about this, ask questions, and advocate for us to get something done about this situation.

Todd Massey submitted the following comments:

I live on Jeremiah Drive as well. When I look at Jeremiah Drive, we are only talking about an 800 foot section of the road. I feel like too many times it takes a fatality or a tragedy to get a project moving. Let's don't do that. Let's get this project moving before that. I ask you to use your influence with the DOT and our state legislators and let's see if we can find some funding. Some hurricane funding or general funding, to find the money to raise this short little section of road.

Commissioner Howard stated that it is a little unorthodox for the Board to answer questions in this phase, however, staff is looking into this as well as the DCHC-MPO. She stressed it is a matter of priority.

Belinda Morrow-Farrar submitted the following comments:

I too am a resident of Jeremiah Drive. Back in December of 2015 it was the first time it has flooded. I am fearful of water. My daughter is on insulin and I would hate to think if something happened. She has had some episodes where she has bottomed out and we had to call 911. Not being able to get to her would have been devastating. I don't do the canoes, I am fearful of water. I feel like I have been over there and it has happened twice. Something needs to be done about the road. I grew up right there. I want you all to really consider what it would be like for you to canoe in and out. My husband and I stayed with my mother for two weeks. The first time it was three weeks because we had nowhere to go. Staying in hotels costs a lot. For three weeks we were out of our home the first time. We really need your help with this, please.

BOARD PRIORITIES[18-2777](#)

Receive recommendation from the Election Task Force

Attachments: [Task Force Recommendation v4](#)

The Chair of the Election Methods Task Force, Peyton Holland and Co-Vice Chairs Sarah D'Amato and Sara Lambert presented the Board with the Task Force's recommendation. Mr. Holland thanked the Chatham County staff, the facilitators, the commissioners and his fellow task force members for their work. Mr. Holland and Ms. D'Amato alternated reading a prepared statement (see attached).

Commissioner Howard asked if the group had looked at both present population numbers and post-2020 census numbers. Ms. D'Amato responded that, yes the task force members had considered these numbers. She stated they had also looked at a breakdown of population and election methods from different counties and found no correlation between population and number of commissioners.

Commissioner Crawford commented that county-wide voting made population parity difficult between the districts. He asserted that this disparity will continue to grow as the county grows but could be rectified by adding two more commissioner seats. Mr. Holland explained that while the task force had discussed this concern, the 2020 Census is likely to change and redistribute the districts anyway. He also echoed Ms. D'Amato's response, saying that in their study of the different counties, there was no strong correlation to be found.

Commissioner Howard expressed her concern about the dilution of the Hispanic vote and the black vote. Ms. D'Amato explained that representation was a sticking point for the task force and probably a lot of the reason there was a four/five vote split. Commissioner Howard asked if the consensus among the five in favor of maintaining the current system thought it was the best way to preserve the input from voters of color. Ms. D'Amato stated it was. Mr. Holland emphasized that there were arguments for both district voting and countywide voting.

Commissioner Crawford reminded the group that, were they to change the election method to pure district voting, there would be a constitutional obligation to readjust and redistribute districts.

The commissioners thanked the task force members for their work and for delivering a thoughtful response.

[18-2768](#)

Annual Update from the Chatham County Affordable Housing Advisory Committee

Attachments: [2018 AHAC Annual Report](#)
[Advisory committee policy addendum revised sept 18 2017](#)
[AnnualUpdate_Infographic_final](#)
[Affordable Housing Advisory Committee Presentation on Yearly Report 2018_final](#)

Affordable Housing Advisory Committee Chair John Foley gave a presentation to the Board. (Presentation attached)

Commissioner Crawford stated current construction costs have created a gap in housing. It is only going to get worse as more development occurs. He is glad the County and the committee are doing this work to help minimize that gap.

Vice Chair Dasher stated this issue is why land banking would be something for the County to investigate.

[18-2805](#)

Receive the Environmental Review Advisory Committee's Annual Report

Attachments: [ERAC Report 2017 final](#)

Environmental Review Advisory Committee Chair Terry Schmidt delivered the report to the Board. (Report attached)

Chair Hales stated she sees the committee being involved in the Unified Development Ordinance process.

[18-2799](#)

Vote on a request to adopt a Resolution Setting the Time and Place for Meetings of the Chatham County Board of Commissioners for Calendar Year 2019

Attachments: [2019 BOC Meeting Calendar Resolution](#)

After some discussion, the Board agreed to add the first Monday in June and October to the meeting calendar.

A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that Resolution #2018-50 Setting the Time and Place for Meetings of the Chatham County Board of Commissioners for Calendar Year 2019, attached hereto and by reference made a part hereof, be adopted as amended. The motion carried by the following vote:

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

Absent: 1 - Commissioner Petty

[18-2818](#)

Discuss Cardinal Innovations County Commissioner Advisory Board appointments

Commissioner Howard explained that last year Cardinal Innovations created a board that was just going to meet to appoint the current board. A county commissioner from each of the twenty counties in the catchment district was appointed to serve on that board. That board is now a standing group as the County Commissioner Advisory

Board (CCAB). The bylaws state that each Board of Commissioners may determine the manner of appointment, term of office and conditions under which an appointment will serve with the CCAB.

After some discussion the Board agreed that the appointment will be a sitting commissioner and the appointment will be through the commissioner's elected term.

A motion was made by Commissioner Howard, seconded by Vice Chair Dasher, to approve that the Chatham County Board of Commissioners shall appoint a member of that board to serve on the Cardinal Innovations County Commissioner Advisory Board for the duration of his or her term. The motion carried by the following vote:

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

Absent: 1 - Commissioner Petty

A motion was made by Commissioner Crawford, seconded by Vice Chair Dasher, to appoint Commissioner Karen Howard to the Cardinal Innovations County Commissioner Advisory Board. The motion carried by the following vote:

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

Absent: 1 - Commissioner Petty

18-2819

Vote on a request to approve a letter to Governor Cooper seeking assistance for victims of Hurricane Florence

Attachments: [Gov Cooper letter from BOC on Hurricane Florence damage final draft](#)

Interim County Manager Dan LaMontagne stated this letter to the Governor refers to the damage incurred due to Hurricane Florence. Six structures were completely destroyed or damaged to the point they are uninhabitable. The County did not qualify for FEMA individual assistance for these individuals. Because the flooding happened outside of the flood zone these individuals did not have flood insurance. On the other side of the Deep River, Lee County was declared eligible for FEMA assistance. Staff is asking that the Board send a letter to the Governor requesting assistance to these individuals.

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

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

Absent: 1 - Commissioner Petty

PUBLIC HEARINGS

18-2764

A Quasi-Judicial public hearing request by Carolina Meadows Inc., for a Conditional Use Permit revision to construct 40 residence units in four buildings, 3 stories each. In Area C, replace the existing Skilled Nursing Facility with a new four story facility and replace existing one story villas

with 3 story unit. Also replace the existing Independent Living apartments with four story Independent Living apartments. This will complete the total number of 750 residential units allowed per the CUP. Parcels 62114, 64734, 20033, and 74450, Williams Township.

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

Chair Hales administered the oath to all wishing to speak and opened the hearing.

Zoning Administrator Angela Birchett reviewed the specifics of the request.

Ms. Birchett: This is a revision to an existing conditional use permit for the Carolina Meadows assisted living and retirement facility. Carolina Meadows received their first original approval on February 7, 1983. There have been several modifications over the years to try to accommodate growth and need and desirability of how they wanted to see themselves expand. There are no changes proposed for Area A, as noted on the map. The changes that will be happening will be in Area B and Area C. The advertisement hit the high points of everything that is going on but I just wanted to touch on a couple of things that were mentioned in the advertisement.

Yes, they are going to be replacing some of the existing housing with three and four story villas. They will also be demolishing the current skilled nursing facility and reconstructing that as well. They did meet with the Appearance Commission and they have recommended approval of the plan that was submitted. They reviewed the changes for that. They are wanting to begin in the Spring of 2019 but this is a thirty year build out process. They are going to start with the non residential components first, according to the application. The skilled nursing facility and so forth and then they will start on the multi-family, excuse me, multi-level residential housing. One of the things you'll note, the Zoning Ordinance has a sixty foot high height restriction. Because this was approved as a planned unit development all these years, there is a stipulation in the Zoning Ordinance under Section 17.5.c.1 that states that dimensional requirements, such as height, can be waived for these types of projects.

They have met with the Fire Marshal and the North Chatham Fire Department and understand that before they construct any building that is going to be taller than sixty feet, we have to have those approvals in hand first. I think the highest one they are proposing is up to seventy-five feet. But they understand before that can happen we had to make sure we had approvals through the fire department. They felt confident they would be able to handle that type of structure. The maximum build out remains at 750 residential units. There is no increase in the number of residential units they are allowed to have nor are they adding any land. Everything that is happening is on their existing property and within their existing project. Area B will be forty residential units and three stories each. In Area C they will be demolishing the existing skilled nursing and rebuild. They will also be adding three story villas there. They are going to replace the existing independent living apartments with a four story facility as well.

Mr. Robinson is here, the attorney for the applicant, as well as Mark Ashness. They have a brief presentation to give you as well.

Chair Hales: Can you point out to me on the map that is up there, Area C is the top left corner, right?

Commissioner Crawford: It is the big chunk in the middle. There is a better graphic that you will probably get to in the packet where they show the areas with the change.

Nick Robinson, attorney for Carolina Meadows, addressed the Board.

Mr. Robinson: Good evening Madam Chair, members of the Board, Planning Board members always in attendance, and staff. I am happy to be here. Nick Robinson on behalf of Carolina Meadows in conjunction with the request that Angela Birchett ably summarized. I will try to be as brief as I can. I promise you it will not go until 12:45 AM like the one we did recently. In fact it will be a lot shorter than that and I appreciate your willingness to bear with us as we have some evidence to put into the record and will do that very efficiently.

You have already received an introduction from Ms. Birchett. What I'll do is a very quick introduction of the folks that are here with us. I will do a summary of the requested changes in a little more specific detail. Then I will do a review of the five findings that you all have to make in order to approve this. The team that is here tonight with me is Kevin Mcleod, Kevin if you can stand up. He is the President and CEO of Carolina Meadows, Inc. Mark Ashness is here from CE Group. He'll really be doing the lion's share of the presentation tonight. Not here tonight but present as part of the team putting together the entire package is Tim Muller from SFCS, Inc., the architects and the project developer.

This is the slide that Angie just showed up here. Madam Chair, this section right here is Area C. This area right here, Area A, there are absolutely no changes to that. You can ignore that for the rest of the night. All of the changes are here in Area C and then here in Area B. This is the quick summary. No changes to Area A. Area B, which is right here, is currently approved for a separate health center and there is going to be a change on that to change from a health center to four story villa buildings. Within Area C are those three items there: demolishing and reconstruct the health center, Mark will walk you through that with a better image than the one that I've got up there, and then replace one story villas with three story villas and then replace independent living apartments with four story apartment structures up to seventy-five feet. As Ms. Birchett mentioned, no change in the maximum number of residential units nor to the size or shape of the land.

Chair Hales: Excuse me, Area B currently has a health facility.

Mr. Robinson: It does not.

Chair Hales: It's empty. It looked like a building on there.

Mr. Robinson: No, no building there. Maybe when we pull up the bigger maps you'll be able to see a little bit better.

Vice Chair Dasher: Nick, can I just ask real quick, I guess I'm confused about the numbers. For a conditional use permit revision to construct forty residential units and four buildings. Does that mean forty units in each building times four?

Mr. Robinson: No, ten units.

Vice Chair Dasher: Ok, total of forty units.

Mr. Robinson: The other thing I want to do is a couple of housekeeping things just for the evidentiary part. I want to incorporate the entire physical written application into the record of this public hearing as well as everything that we have presented so far and

that we present tonight. I want to incorporate the entire prior applications for Carolina Meadows going all the way back to 1982, including the amendments in 1993, 1997, 2008, and 2014. With that, I want to invite Kevin Mcleod to come up and give a very brief presentation to you of how we got from 2014 to where we are now.

Chair Hales: One last question, as I understand this is a thirty year build out. Not from 1983 but from now.

Mr. Robinson: Yes, from now.

Mr. Mcleod: Madam Commissioner, other Commissioners, thank you for allowing me to speak tonight. My name is Kevin Mcleod. I've been a Carolina Meadows for a little over twenty years. I am the CEO, was the CFO for a number of years. Just to give you a brief background of what we are requesting, Nick has talked about that very briefly. Our board has gone through a process over a number of years looking at senior housing needs for Carolina Meadows the continuing, growing demand for our product from our residents that come from all over North Carolina. Some from the northeast and some from the south. We have about 600 people on our waiting list right now. Our product is in high demand. We have a very active resident group within our population. They are also participatory on our board. We have four voting residents on our board. They actively participate in all that we do.

Part of how we landed where we are is because we have been working and discussing a health center for a number of years and how to replace an outdated health center on our campus. As you can imagine the trends in senior living are rapidly changing if you look at the demographic shifts in North Carolina. I have highlighted some information tonight just to bring that to your attention. In 2020 we are projecting about 1.8 million people age sixty-five plus in North Carolina alone. In 2025 about 2.1 million and in 2030 about 2.4 million. In Chatham County alone in 2020 that sixty-five plus population is going to be about 20,600 people. In 2025 the sixty-five plus population will be about 25,000 people. In 2030 the sixty-five plus population will be about 29,000. If you look at North Carolina in general, we are woefully underprepared for what is happening to the graying of our society. We call it the silver tsunami in our industry because we see the age moving up rapidly, not just in North Carolina but nationally as well. It is important for our board to keep up with the trends going on in our industry.

We did a master planning process, we've done this several years. We did another one in 2017. We had our residents heavily involved in the process. In fact, we were headed down the road of building a new skilled nursing home in Area B and we backed up to look at the trends in nursing and we looked at our existing facility and listened to our residents intently because they were very focused on leaving the health center as it is, well not as it is, but in its current location in the center of campus. That is easy access for everybody that lives on campus. We backed up and said, okay, let's make a change. That is part of the request that we are asking tonight, to make the change from Area B, making that residential and leaving the health center in the center of the campus. We are not going to tear down the entire facility, but we may tear down a large portion of it. We may not put back the same number of beds we currently have. I think currently have a limit in Chatham County of 100 nursing beds. We are controlled by the certificate of need process. We have ninety licensed beds and we would like to keep that as long as possible but we may not actually need ninety licensed beds long term. However, we do need the new health facility. Ours is approaching thirty years old. If you look at modern construction today for skilled nursing facilities, they are more of a household model. Ours is a long corridor, double loaded corridors, and very hard for staff to work. Very difficult for residents to

navigate. We believe something that is more modern would be helpful. I promised to be brief, be smart and be gone so I'll be gone. If you have questions we are more than happy to answer them.

Chair Hales: So this would be a skilled, is this going to be, are you having two facilities for healthcare. Like a skilled nursing and...

Mr. Mcleod: So let me just give a little background on what Carolina Meadows really is. It is not just assisted living. It is called a continuing care retirement community. That is the statute language with the Department of Insurance who licenses our community. There is a shift nationally, we now call them life planned communities. You will hear both terms, life planned and continuing care but continuing care really focuses on independent living, assisted living, skilled care and memory care. We have all four levels on our campus. We have ninety-five licensed assisted living beds. We are not talking about anything with assisted living. We have ninety licensed skilled beds. We are talking about replacing part of that skilled facility. In addition, looking at independent living because some of this is an economic decision because it helps to have the independent living fees to help pay for the skilled facility. Hence the change for moving to the corner as well as listening to our residents and keeping it in the middle of the campus.

Chair Hales: So you still would have two facilities; one for skilled nursing and one general healthcare and assisted living?

Mr. Mcleod: Well, it will be assisted living and memory care. So skilled, assisted living and memory care. Two facilities. Any other questions?

Commissioner Crawford: I see you kind of shifting to essentially doing a denser development and so presumably for you to reach your 750 units previously you would have had to use the back acres that border on the Army Corps of Engineers land. Now you can leave that undisturbed and meet your goal. Even though it wasn't your stated objective it serves one of our objectives as commissioners to try and get people in a denser more compact footprint. I am kind of pleased to see that you are arriving there on your own devices. My question is, maybe I am looking at this as a thirty year rollout, but how will you actually manage the logistics of tearing down some units where people live now and then building those units? Do you have to shift them around? How is that going to operate just in case residents ask me when I am over there visiting and talking? They are going to want me to know. How will this work out?

Mr. Mcleod: That is always a challenging question because it is hard to move people that are in transit living in your buildings. Part of this would be through natural attrition and turnover. We don't backfill them and if we do have vacancies we might actually move people at our expense so that we can take the unit and tear it down. This is a hot topic with our residents because anytime you mention replacement does that mean my unit is going to go? Is it going to be next week? No, it is not going to be next week. In fact, many of them won't even be here when we start talking about some of the (inaudible). It is a challenging endeavor for us, however, we think we can make this happen by moving residents across campus and to other vacancies and again through natural attrition. It is an ongoing process. We would love for you to come out and hear us when we talk to our residents. I think that would be important.

Commissioner Crawford: While we are on kind of like the big map picture, will this require any change in terms of your wastewater treatment plant?

Mr. Mcleod: We do not own the wastewater treatment plant. We used to. It is now managed and owned by Aqua Resources. We still have excess capacity in that wastewater treatment plant so we don't see any need in adding to that facility. Great question.

Chair Hales: So in any case, you build your new skilled nursing, would be on land that hasn't been developed.

Mr. Mcleod: No, the new skilled nursing will be in the center of the campus that is currently developed. The proposal is to take down a big portion of the end of that facility. Instead of going out we go up.

Chair Hales: I see.

Mr. Mcleod: And underbuilding parking or underground parking for that.

Chair Hales: Any other questions or go back to Nick?

Mr. Mcleod: Thank you very much.

Mark Ashness addressed the Board.

Mr. Ashness: Good evening Board members and staff. Mark Ashness with the CE Group. We've also been fortunate enough to be working with Carolina Meadows for the past ten to twelve years and have been involved in two of the PUD modifications before this process. I am going to walk you through a little more of the specifics. So this is a zoom in that is a little bit, that shows you a little bit more of the specific areas that we are planning to make the changes. Area B is actually its own tract of land. There are several tracts. Area B is really one of the last areas that hasn't been developed, although there is some parking in Area B. There is both permanent parking, which is close to the entrance and the southeastern corner and then there is some temporary gravel parking in the middle of that forested site. It is generally pine trees with some hardwoods around the perimeter of the property.

Then the area that you see in green is the area that we would be planning to do villa replacements. Those are some of the earliest villas that were constructed back in the 80s and 90s. They are single story units if you have ridden through there. In those locations we would intend to ultimately put three story units there and help sort of achieve the density we were talking about. The area in red that you see right in the center, that is the existing nursing, skilled nursing center, health center area. It is behind the administrative building and the dining hall if you have been on campus there. We are looking basically to do the work where there are existing structures. The areas that you see in blue are existing independent living structures that we just plan to update. That is where we would be looking to increase the height, just in those locations, nowhere else on the campus.

Regarding Area B, this is what you might have been referring to earlier. In the last PUD modification the thought was the health center would go in Area B. That is what is approved today, in that location. You can see there were sort of sprawling buildings in that area. What we are proposing tonight are four villa buildings and those are each three story buildings. There will be ten units per building. There are two on the bottom floor. There are garage units. The two upper floors have four units on each floor. This area is actually where the initial work would happen. Then we would move toward the skilled center. The next gives you an elevation of those units. You can see they are

not cookie cutter. There are covered patios, also garages, as I mentioned. Any questions regarding the improvements in Area B?

Chair Hales: That would be the first part of the project.

Mr. Ashness: Yes, we anticipate in the Spring of 2019.

Commissioner Crawford: In consultation with the residents, is this a change in their preference? They don't want to have the villas anymore? They like the idea of being more of kind of a townhouse environment.

Mr. Ashness: I think, yes, I think it is just the diversity of product. There are obviously a lot of flats and villas on the campus right now and there always will be. Some of the remainder campus that we had in one of the exhibits you can see there is a lot. We did duplexes in Area A about six or seven years ago. That was sort of a change. It is just really responding to providing a variety of uses on the campus.

I'm going to move to the skilled nursing area. This is somewhat interesting, I think, this shows you the lower level. If you are looking at this map the administrative building is just below it. You will see sort of a parking area. That parking area is planned right now to be underground. There is actually building and open green space above that. You can see some of the proposed improvements. This particular site has a lot of fall on it. I'll show you an elevation. So from one end to the other there is almost a story of fall. On the end, at this end right here, you are at grade on a lower level, which would be the parking level. As you move back toward where the administrative and dining hall are you are at a second level. What we are planning to do in this area of the campus, which we call this area the core campus, the intent is it follows the stormwater requirements of Chatham County. If we are doing renovation work we are trying to be net neutral. If we are adding impervious we are trying to take impervious away or if we add some nominal amount of impervious this will have localized water quality treatment features to accommodate that. You can see with the skilled nursing, that parking area now we are showing a lawn area above that in this slide. This works well with the back of the dining facility. The back end here sort of looking over a park or a lawn are to the nursing area.

Commissioner Crawford: So just to make sure we understand, those trees and those pathways you show are above areas where residents will be able to park their automobiles?

Mr. Ashness: This is a parking area right here.

Commissioner Crawford: Underneath?

Mr. Ashness: Yes, underneath.

Commissioner Crawford: That is amazing.

Mr. Ashness: That is until we don't need cars, obviously, and then there may be something else that happens then.

Chair Hales: By the way, will you have charging stations?

Mr. Ashness: That is a great question. Charging stations Kevin?

Mr. Mcleod: Yes

Chair Hales: Ok good, because some of these folks will have electric cars, without a doubt.

Mr. Ashness: This is an elevation, on the right hand side you can see that is the entry level and also where the parking entrance would be. You can see how much lower that is. That is sort of the natural ground. As you move toward the left hand side of the page you move closer to the dining hall. You see the grade changes. The building is basically going to sit in with the natural way the topography works out there. Another elevation showing that same affect right there. You can see with some of the massing of the other buildings that are adjacent to it.

With regard to the villas, these would be the replacement areas that I showed you earlier in green. We would be looking where they are single family villas today we would be looking at putting three story units in those locations. The building setback for Carolina Meadows today is a thirty foot perimeter setback. When we went to the Appearance Commisison, they asked for us to think about a fifty foot building setback for these particular units right here. What we agreed to with them was a fifty foot setback, unless the adjoiner was accomodating and said we don't have a problem with you having a thirty foot setback. Carolina Meadows has good relationships with, for instance, Mt. Caramel Baptist Church next door. We didn't want to force ourselves to the fifty foot if that neighbor said we don't have any issue with you having a thirty foot setback. That is how it is written in our applicaiton. It is specifically just for these villa replacements.

The last item, this is the independent living, which were the two areas more in the middle of the campus where we are looking to replace those units. This is the issue where we would be exceeding the current height requirement of sixty feet. We've had discussions with the local fire department, North Chatham Volunteer, and also with the County Fire Marshal. We don't anticipate building these buildings in the near future but we didn't want to have to come back and modify the document in order to accommodate that. Prior to us making a specific site plan submission for these structures, we would seek the approvals of the Fire Marshal and the local fire department.

Chair Hales: I assume the ladder truck can reach that?

Mr. Ashness: I know that they have been ordering larger and larger ladder trucks. There are going to be five story buildings in Mosaic right there on 15-501 just on the north side of Pittsboro. Obviously these buildings would have sprinkler systems and ladder trucks would accommodate.

Commissioner Crawford: Which fire district is this? North Chatham?

Mr. Ashness: North Chatham, that is correct. Now I am going to turn it back over to Nick. Thank you.

Mr. Robinson: Thanks Mark. So we are very close to the end here. I just wanted to take a few minutes to clear up a few things. The first thing is I want to officially seek to admit all of the evidence that we have done so far into the official public record. I have one other item. This was discussed, Angie brought it up and Mark did too. The question of varying from the sixty foot building height requirement. Jason and Angela asked if I would look into that. I did a little bit of research and sent them an email

saying here is why I believe it can be modified within the context of this PUD amendment. They agreed with it and we have an exchange of emails about that so I will put that in the record to support that conclusion. The rest is, I don't think there is anybody here to make public comment, so I don't need to go through my whole interlude about making a generalized objection to hearsay evidence, etc.. I will say, normally I would walk you through the five findings but since there doesn't seem to be any public opposition, unless you want me to walk you through it, I would just stand upon the written discussion of the five findings that you find in the application. If there are any details of that you would like me to cover I will be happy to do that. Otherwise, I think we are done from our standpoint and we just request that standard procedure be followed. That we be sent to the Planning Board for review and come back to you, hopefully for an approval.

Chair Hales: The thirty year buildout, I would, let me ask you this. Is this also pre 2008? Stormwater. Okay. And I'm not sure about your particular location in terms of streams and so on. That Army Corps work would have been done in the past, is that correct?

Mr. Robinson: Yes.

Chair Hales: Are there stream crossings or anything?

Mr. Robinson: This is a Mark question.

Mr. Ashness: There are no impacts for any of the improvements that we are proposing. In Area B there is an isolated depression that is shown on our exhibits. There is a fifty foot wetland setback around that. It is on the very north side of Area B and it adjoins, I think what happened was when they graded the field for the Carolina Meadows, I mean Mt. Caramel Church park area, they forced some water to a spot that doesn't drain in the clay. It created a wetland in that location. It has been delineated with a fifty foot ring around it to our chagrin.

Chair Hales: Okay, so it is not in your building, directly in your building...

Mr. Ashness: No, we show that on the plan. With regard to Area B, there are two things that will happen. We will have stormwater, basically the stormwater ordinance says that when you are doing additions, you have to meet the requirements for that additional area or you can do some improvements in another area to offset that. We will follow what the county stormwater requirements say for Area B, which is a separate parcel. Our intention is to have three or four water quality devices that will take the impervious area that is newly created and we will also be approaching the Watershed Board for some impervious adjustment for abatement by putting some other area in conservation. Just for Area B.

Chair Hales: So Area B would be under the pre 2008 or would it not? Would it be under current stormwater?

Mr. Ashness: I think it is subject to the new regulations.

Chair Hales: Subject to new?

Mr. Ashness: Yes, that is right. It is treated like any other project in the county if you are doing an expansion.

Iterim County Manager Dan LaMontagne: I believe that is a new area, the expansion area.

Mr. Ashness: Yes.

Chair Hales: So it is new area under the new regulations rather than the old regulations. Cause your project has been quite a long time. That is important because I know with the Planning Board that is a key issue that keeps coming up a lot. The pre 2008 and what the requirements are now. As we have seen, especially through back to back hurricanes, is that stormwater really matters. How you handle stormwater really matters. We are not going to have fewer storms moving forward in time. We are going to have more storms with large volumes of water. The capacity to deal with stormwater is just becoming more pressing.

Commissioner Crawford: Well overall they are reducing their rooftop.

Chair Hales: That is good. You are reducing impervious?

Mr. Ashness: Ultimately, if we had built out under an older program, by taking those units and making them vertical, we are effectively reducing the future potential of impervious area.

Chair Hales: Great. Thank you.

Commissioner Crawford: It is kind of astounding to me. You guys have the capital resources to, rather than take (inaudible) in place and build it, to demolish and redo, that is amazing.

Mr. Robinson: There has been a lot of thought put into the design as well, which I think is typical for Carolina Meadows. I used to serve on the board years and years ago and the resident input that Kevin talked about is nothing to sneeze at. Not every development has that. That take it really seriously. This plan is a byproduct of all of that. I will say about the thirty year timeframe, the critical thing with a conditional use permit is to make sure you get your improvements started before it expires. In this case we have a five year timeframe in which to start but certainly it will start long before then. Once you start, you have as long as you need to get it built out and thirty years is basically just to give you an idea of our outer timeframe. In all likelihood, if they do all the improvements, it will be well before that.

The only other thing, a small housekeeping thing, we had scheduled our whole run of things, the filing of the application and the public hearing so that we would be completed with this process by November. That was important because the last conditional use permit was going to expire in mid-December. Our public hearing was originally supposed to be last month. It got rescheduled because of the hurricane. I very quickly talked to Angie and said okay, that is not going to mess us up is it? Actually your meeting in December is two days after the expiration of the conditional use permit. The standing rule in the Planning Department has always been that as long as you apply before you expire you are good to go. Of course we did that by several months. I wanted to put that in the record and make sure everybody was good with that. It was no fault of ours, I think it was more an act of God.

Chair Hales: And we've had plenty of those lately. Any other questions? Anything else you want to ask Nick or the engineer or developers? Well, okay. We will, I guess I need to close the hearing. This item will be referred to our Planning Board at their

next meeting I assume. Their November meeting. We will see you again.

Chair Hales: I do not doubt the amount of involvement from the Carolina Meadows community. Every time I go out and meet people, I am amazed at the backgrounds of the individuals I meet. I just met Dave Morrow who used to be on the state's Environmental Management Commission for quite a number of years, I believe sixteen years. You just never know who is at Carolina Meadows. Thank you.

Ms. Birchett: I just want to say for the record the Planning Board meeting will be November 13, 2018 not the first because that is election night. It got pushed back a week.

This Agenda Item was referred to the Planning Board.

18-2809

A Legislative Public Hearing request by the Chatham County Board of Commissioners to consider amendments to Section 10.13, Table of Permitted Uses; 11.2 Specific requirements; 11.3, Environmental Impact Assessment; and 17.9, Additional Information for Certain Conditional Use Permits (new section) to incorporate standards for high impact land use activities, including oil and gas exploration.

Attachments: [More information from the Planning Department website](#)
[Oil&Gas Development PH 10-15-2018](#)

Planning Director Jason Sullivan gave a presentation to the Board. (Presentation attached)

Attorney Glen Dunn reviewed with the Board how the County came up with this strategy. The Oil and Gas Conservation Act dictates to a great extent what counties can and cannot do. Staff came up with three principles. First is to use a mechanism already in the County ordinance and that is generally applicable to development. Second, it needs to be flexible. Third, it needs to apply to other high impact uses. Mr. Dunn also explained the preemption process.

The Board discussed at length the requirements and triggers for environmental impact assessments/statements.

The Chair opened the hearing.

Martha Girolami submitted the following comments:

In Section 10.13

More definitions of terms are needed.

Suggested Additions: These industrial activities are associated with oil and gas development.

- Gas storage

- Plastics manufacturing

- Add to oil and gas exploration and development, the terms gas processing and production.

- Helium processing/purification plants

- Small scale liquid natural gas plants (LNG)

Suggested Requirement: All oil and gas activities and compressor stations restricted to IL and IH.

In Section 11.2

Methane plus Benzene, ethane, propane, radioactive materials, particulates etc. will be released and will cross property lines. These are noxious and hazardous. How will "such concentrations" be determined to be detrimental to public health and safety? "Such concentrations" needs definition and/or further study. How will flaring be handled? Noise, light and air pollution impacts.

Section 17.9

Add a list of consultants that are acceptable to the County (maybe SELC can help put together a list). Choose a consultant from this list. (idea from S. Arata) Eliminate the last line "This section 17.9 is not applicable to an applicant for CUP for which an EIA is required by Section 11.3 of this Ordinance" ?. Could this be useful to keep for unanswered questions or inadequate EIA?

Suggested studies needed—blast zones around frack pad and industrial processing and storage equipment and fracking waste processing and waste disposal.

Other Ideas:

There are parts of the ordinance that could be broadened as other towns and counties have done. Here are articles on concerns that could be added to our LUP/Zoning ordinance at some point.

1. List Small Scale LNG plants (Duke Energy's plan for gas storage instead of batteries for emergency polar vortex days). These could be useful to DE when they don't have long distance gas pipelines and could be sited on the frack pad. This cryogenic technology is also used with fractional distillation in a Helium separation and purification plant. So add helium processing/purification plants to the list. Extracting Helium from natural gas is definitely under study by the NCGS and the OGC.

2. Require a seismic testing permit like they did in Oakmont in the article "Gas drilling company drops plans for seismic testing Oakmont".

3. Ban/restrict drilling and fracking wastes. This article "Fifty towns in Connecticut have now Banned Fracking Waste" is talking about Connecticut heading off becoming a frack waste dump (they don't frack in CT) from drilling and fracking wastes generated in nearby states (or counties).

4. The article entitled "Citizens to Protect Oakmont Comments on the Borough of Oakmont Proposed Oil & GAs Ordinance" has good ideas. Requires a 10 year master plan for "build out" on oil and gas development sites. You get to find out how wastes are handled and how big the plan/impacts will be. Also deals with chemical disclosure and ER—requiring a study to be the basis of an ER/ contingency plan. Requires Compressor Stations to be located only in an industrial zone. Promotes local governments to communicate on all permits and other notifications on all O&G activities.

Jim Elza submitted the following comments:

Proposed Ordinance Amendment Section 10.13

This proposed ordinance revision will modify the Table of Permitted Uses (Section 10.13). In 2016 an amendment to Section 10.13 required all these same uses to have a Conditional Use Permit (CUP) in the Industrial Heavy (IH) zone, with the exception of Coal and Coke Yards and Electric Power Generation which were also allowed in the

Light Industrial (LI) zone with a Conditional Use Permit (CUP). The list includes uses with noxious potential with high impact to surrounding neighborhoods.

Unless a proposed use is shown in the county plan and is in an existing qualifying zone, a multi-step is required:

- 1. plan amendment (if necessary), a legislative approval; and*
- 2. rezoning (if necessary) to IH or LI (a legislative approval); and*
- 3. a Conditional Use Permit (CUP) (a quasi-judicial approval).*

Zoning and plan amendment decisions are by hearing and majority vote of the County Board. Citizens do not have to be experts to present information in either case. A Conditional Use Permit (CUP), however, is quasi-judicial in nature and the decision is based on evidence (usually expert testimony) presented at the hearing. Unless a citizen is a credentialed there is little chance that their testimony can be relied upon by the County Board.

The amendment also proposes Natural Gas Compressor Stations, and Oil and Gas Exploration and Development only as Conditional Use Permits (CUP). However, these uses would be allowed in any zone. Amendments to requirements for Environmental Impact Statements (Section 11.3), and Conditional Use Permit Information (Section 17.9) are proposed to strengthen the CUP process.

As a result, the proposed regulatory system relies solely on the Conditional Use Permit (CUP) to control Oil and Gas Exploration, Development, and Operations.

We need to look at this proposed system.

- 1. Some will argue that Electrical and Gas Distribution Systems are allowed in all zones. These are distribution systems, not generation systems. Electrical generation is regulated and confined to LI and IH zones with a CUP. Oil and Gas Exploration, Development, and Operations should also be regulated as an industrial use. It is a generator of gas supply which is later distributed.*
- 2. The state by law has restricted counties from prohibiting Oil and Gas Exploration, Development and Operations. This is not any different than other uses. Basically, the county has to allow places for all uses to include everything from sanitary landfills to XXX dance clubs. Oil and Gas Exploration, Development and Operations is another use that has to be allowed, but not everywhere.*
- 3. In Chatham there are two bodies of water that must be protected from any incursion in, over, under or around them: Harris Lake and Lake Jordan. The gas shale layer lies beneath both lakes. Any act of Oil and Gas Exploration, Development or Operation that compromises these water bodies would be an unmitigated disaster for our community and cannot be contemplated. A stand-alone Conditional Use Permit system may be insufficient when considered for these lake environments.*
- 4. These lakes are federally or utility owned and managed, and the likelihood of these entities allowing lake degradation is small but it is not nonexistent. An additional layer of complimentary protection offered by the county should be considered to eliminate any chance of oil and gas uses in this area.*
- 5. Excluding the lakes and their environs does not exclude Oil and Gas Exploration, Development, and Operations in Chatham County. There are shale deposits elsewhere.*

Two additions to this amendment could strengthen the proposal:

- 1. Change the Table of Permitted Uses to allow Oil and Gas Exploration, Development and Operations in LI or IH zones only.*
- 2. Create a Significant Waters Overlay Zone for Harris and Jordan Lakes where none*

of the uses listed in this amendment would be allowed. Any reasonable examination NCGS 113-415.1 (attached) would conclude that such an overlay zone would not be overturned.

Chair Hales asked if the County could have an overlay district. Commissioner Crawford said he believed that Dr. Yuill said there could be no drilling under Jordan and Harris Lakes. Mr. Dunn said the state law says you cannot add a restriction that is not in the state statute or rules. He is working to find out from Duke Energy what their NRC regulations are at Harris Lake.

The Chair closed the hearing.

This Agenda Item was referred to the Planning Board.

MANAGER' S REPORTS

Interim County Manager Dan LaMontagne gave an update on the SolSmart Application. The application has been submitted. He believes the County will be certified soon and is hoping for Gold certification.

The Clerk reminded the Board that the CIP Work Session has been moved to November 27, 2018.

COMMISSIONERS' REPORTS

Commissioner Howard attended the NCACC Executive Board meeting last weekend. There is a learning library on the association's website.

Commissioner Crawford announced that the Health Department is in the running for a \$250,000 award for the Healthiest Cities and Counties competition. The TJCOG Summit in Sanford was a huge success. Chatham County is one of the possibilities for next year's summit. The Chatham-Orange Task Force met and they received a presentation on the Durham-Orange light rail project.

Chair Hales stated there is a One Water meeting at Alamance Community College on Wednesday at 9:30-11:30. She signed up for the NACo Environment, Energy, and Land Use Committee.

ADJOURNMENT

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

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

Absent: 1 - Commissioner Petty



Chatham County, NC

Text File

File Number: 18-2821

Agenda Date: 11/19/2018

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Health Department

File Type: Agenda Item

Vote on a request to approve \$14,770 Minority Diabetes Prevention Program Funds.

Action Requested: Vote on a request to approve \$14,770 Minority Diabetes Prevention Program Funds.

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

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

The services to be provided will begin July 1, 2018 and continue until June 30, 2019.

How does this relate to the Comprehensive Plan: N/A

Budgetary Impact: No Local Funding Requested.

Recommendation: Vote on a request to approve \$14,770 Minority Diabetes Prevention Program Funds.

Division of Public Health

Agreement Addendum

FY 18-19

Page 1 of 11

Alamance County Health Department
Local Health Department Legal Name

473 Minority Diabetes Prevention Program
Activity Number and Description

06/01/2018 – 05/31/2019
Service Period

07/01/2018 – 06/30/2019
Payment Period

☒ **Original Agreement Addendum**
☐ **Agreement Addendum Revision #** _____

North Carolina Office of
Minority Health and Health Disparities
DPH Section / Branch Name

Lisa Hodges, 919-707-5041,
lisa.hodges@dhhs.nc.gov
DPH Program Contact
(name, phone number, and email)

DPH Program Signature **Date**
(only required for a negotiable agreement addendum)

I. **Background:**

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

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

In 2016, the North Carolina General Assembly made funding available to the North Carolina Office of Minority Health and Health Disparities (NC OMHHD) to establish and administer, in consultation with the Chronic Disease and Injury Section of the Division of Public Health, an evidenced-based diabetes prevention program targeting African-Americans, Hispanic/Latinos and American Indians (HB 1030, 2015-241, Section 12E.3). The goal of the North Carolina Minority Diabetes Prevention Program (NC MDPP) is to provide these three components: (1) a prediabetes and diabetes prevention awareness



Health Director Signature

(use blue ink)

04.30.2018

Date

Local Health Department to complete:
(If follow-up information is needed by DPH)

LHD program contact name: Glenda Linens, RN

Phone number with area code: (336) 570-6430

Email address: Glenda.Linens@alamance-nc.com

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

Revised July 2016

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

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

II. Purpose:

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

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

III. Scope of Work and Deliverables:

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

1. **Submit a plan** that demonstrates partnership with the existing health access infrastructure (e.g., CBO, FBO, CCNC networks, hospitals, FQHC, Rural Health Centers, Farmworker programs, and Indian Health Services) to the NC OMHHD Program Contact by 4:00 pm on July 13, 2018. The plan shall identify community partners who will assist the lead agency with the continuation of the NC OMHHD MDPP to plan and provide early detection, outreach, screening, follow-up and referral services for Regional MDPP eligible minority populations.
2. **Submit Memoranda of Agreement (MOAs)** in which the Local Health Department partners with CBOs, FBOs, hospitals, CCNC networks (including Health Net providers), or other health care provider organizations that offer primary care services (e.g., FQHC, rural health centers, Indian health centers, Health Net providers, free clinics, private providers). These partnership agreements shall include roles delineation, scopes of work, and allotted resources, so that each partnership will deliver a Diabetes Prevention Program (DPP) curricula: PreventT2 or Prevenga el T2. The executed MOAs shall be submitted to the NC OMHHD Program Contact by 4:00 pm on August 11, 2017. **2018 QB**
3. **Submit an application for CDC recognition or maintain the existing CDC recognition for the Diabetes Prevention Program.** A copy of the CDC Diabetes Prevention Recognition Program

Standards and Operating Procedures can be found at
<http://www.cdc.gov/diabetes/prevention/pdf/dprp-standards.pdf>.

4. **Provide the following staff for the Regional MDPP:** one Regional MDPP Coordinator and a minimum of two MDPP Lifestyle Coaches.
 - a. New Regional MDPP staff hires must complete the two-day Diabetes Prevention Program Lifestyle Coach training by August 17, 2018. Those hired after August 17, 2018 must complete an in-person training provided by a CDC-approved vendor within 30 days of hire date. This training can be obtained from a local certified DPP Master Trainer or a Master Trainer from one of the following Lifestyle Coach and Master Training organizations:
 1. American Association of Diabetes Educators, Diabetes Prevention Program
 2. Black Women's Health Imperative
 3. Center for Excellence in Aging & Community Wellness/Quality and Technical Assistance Center (QTAC)
 4. Diabetes Training and Technical Assistance Center, The Emory Centers for Training and Technical Assistance at Emory University
 5. Magnolia Medical Foundation
 6. Solera Health Inc
 7. University of Pittsburgh Diabetes Prevention Support Center, Department of Epidemiology at the Graduate School of Public Health
 8. Virginia Center for Diabetes Prevention & Education
 9. Any CDC-approved vendor in-person training.
 - b. Documentation of new hires having completed training must be submitted to the NC OMHHD Program Contact by August 17, 2018. For those hired after August 17, 2018, documentation must be submitted within 45 days of hire date.
 - c. A minimum of one full-time (1.0 FTE) **Regional MDPP Coordinator** to serve the entire collaborative area. The Regional MDPP Coordinator shall:
 1. Ensure that all Regional MDPP staff have been trained to provide the National DPP curricula (Prevent T2 and the Spanish version Prevenga el T2) and submit documentation to the DPH Program Contact by August 17, 2018.
 2. Implement the lifestyle program, supervise daily operations related to the lifestyle program, provide support and guidance to lifestyle coaches, and ensure that the program achieves quality performance outcomes. The lifestyle program must include:
 - a. The use of a CDC-approved curriculum (i.e., Prevent T2 or Prevenga el T2) with lessons, handouts, and other resources
 - b. A lifestyle coach, specially trained to lead the program and facilitate discussions and help make the program fun and engaging
 - c. A support group for Regional MDPP participants where they can share ideas, celebrate successes, and work to overcome obstacles.
 - d. Provide or refer Regional MDPP participants to physical activity opportunities.

Refer to the CDC website for more information about the lifestyle program at
<http://www.cdc.gov/diabetes/prevention/lifestyle-program/experience/index.html>.
 3. Serve alongside the minimum of two Regional MDPP Lifestyle Coaches as a third Lifestyle Coach.

4. Ensure that:
 - a. Participant and program data is entered into the Regional MDPP database on a weekly basis
 - b. The Regional MDPP Monthly Reports are submitted to the NC OMHHD MDPP Coordinator by the 10th of the month, and
 - c. The MDPP Monthly Detailed Spreadsheets are signed and dated in blue ink, and an original copy is mailed to the NC OMHHD MDPP Program Contact Administrator by the 15th day of the following month.
5. Participate in all mandatory NC OMHHD training classes and monthly Regional MDPP lifestyle coach conference calls organized by the NC OMHHD and the Community and Clinical Connections for Prevention and Health Branch (CCCPH) in the Chronic Disease and Injury Section.
- d. A minimum of two part-time **Regional MDPP Lifestyle Coaches** to serve the entire collaborative area. Each Lifestyle Coach shall:
 1. Conduct NC MDPP 12-month Lifestyle Class series which are to begin during this Agreement Addendum's Service Period.
 2. Conduct the remaining classes for the NC MDPP 12-month Lifestyle Class series which began during the FY17-18 Agreement Addendum.
 3. If newly hired, complete the NC MDPP Lifestyle Coach Demographic Questionnaire provided by NC OMHHD MDPP Coordinator.
 4. Administer the NC MDPP Pre- and Post-Knowledge and Behavioral Health Questionnaires provided by NC OMHHD MDPP Coordinator to all Regional MDPP participants at baseline, during the last Phase 1 Lifestyle Class, and during the final Phase 2 Lifestyle Class. Enter the questionnaire data, Regional MDPP participant data, and program data into the NC MDPP database on a weekly basis.
 5. Encourage and provide opportunities for Regional MDPP Lifestyle Class participants to complete A1c testing at baseline, during the Phase 1 Lifestyle Class, and during the final Phase 2 Lifestyle Class.
 6. Deliver the NC MDPP program in a way that increases the capacity of Regional MDPP participants to make and sustain positive lifestyle changes. This includes understanding and being sensitive to issues and challenges for individuals trying to make and sustain significant lifestyle changes.
 7. Encourage Regional MDPP Lifestyle Class participants to talk to their physician before starting a physical activity regimen. Promote increased physical activity by encouraging Regional MDPP Lifestyle Class participants to achieve a minimum of 150 minutes of physical activity per week or physical activity goals as recommended by his/her physician throughout the 12-month Regional MDPP Lifestyle Class Series.
 8. Provide support and guidance to Regional MDPP participants in the lifestyle program and implement standard curriculum designed for the lifestyle program by the CDC.
 9. Make and document a minimum of four good faith attempts to follow-up with Regional MDPP participants who miss a weekly session during the first six months of the program or who miss a monthly session during the last six months of the program. Each participant follow-up should include two telephone calls and a written letter or email, and may include a home visit.

10. Maintain an outreach log to track correspondence with Regional MDPP participants.
 11. Participate in all mandatory NC OMHHD training sessions and monthly MDPP lifestyle coach calls organized by the NC OMHHD and the CCCPH in the Chronic Disease and Injury Section.
5. **Conduct a targeted marketing and awareness campaign** utilizing existing DPH DPP and CDC materials in minority communities using 5-15% of the budget. Marketing is to include one or more of the following:
- a. Billboards and bulletins in minority neighborhoods
 - b. Running advertisements in English and Spanish on English and Spanish-language radio stations that rank highly in the target minority communities
 - c. Direct mail, social media, PSAs, TV ads and other approval media outlets
 - d. Recruitment at community events
 - e. Recruitment at clinical offices (such as flyers and posters)
 - f. Healthcare provider information about prediabetes
 - g. Worksite education and outreach
 - h. Region specific marketing campaign
6. **Screen for prediabetes** a minimum of 225 people, ages 18 years and older. The Local Health Department may screen more than the minimum number for prediabetes if screening is being used as one of several strategies to identify, refer and enroll people in Regional MDPP 12-month Lifestyle Classes series. One of these screening methods is to be used:
- a. A CDC prediabetes paper screening which requires a score of nine and above to indicate the presence of prediabetes. The CDC prediabetes paper screening can be found at <http://www.cdc.gov/diabetes/prevention/pdf/prediabetestest.pdf>.
 - b. A prediabetes paper screening from the American Diabetes Association (ADA) which requires a score of ~~four~~ ⁵ and above to indicate the presence of prediabetes. The ADA prediabetes paper screening can be found at <http://main.diabetes.org/dorg/PDFs/risk-test-paper-version.pdf>
 - c. Plasma glucose measured 2 hours after a 75-gm glucose load, with a result of 140 to 199 mg/dl
 - d. A fasting blood glucose score of 100 to 125mg/dl,
 - e. An A1c test resulting in a level of 5.7-6.4 percent, or
 - f. Clinically diagnosed gestational diabetes mellitus during a previous pregnancy (may be self-reported)

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

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

The CDC requires that all Lifestyle Class participants be 18 years of age or older and have a body mass index (BMI) of ≥ 24 kg/m (≥ 22 kg/m, if Asian). In addition, a minimum of 50% of a program's

25

35

participants must have had a recent (within the past year) blood test (may be self-reported), a medical claim code indicating they have prediabetes, or a history of gestational diabetes mellitus (GDM), according to one of the following specifications):

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

A maximum of ⁶⁵50% of a program's participants may be considered eligible without a blood test or history of GDM only if they screen positive for prediabetes based on the CDC Prediabetes Screening Test or screen positive for diabetes on the hard copy or electronic version of the American Diabetes Association Type 2 Diabetes Risk Test or on a claims-based risk test. The "CDC Diabetes Prevention Recognition Program Standards and Operating Procedures" document can be found at <http://www.cdc.gov/diabetes/prevention/pdf/dprp-standards.pdf>. A description of the curriculum, handouts and requirements can be found at <http://www.cdc.gov/diabetes/prevention/lifestyle-program/curriculum.html>.

8. **Charge all Regional MDPP participants** a one-time fee of \$25 unless a scholarship is provided. Scholarships, in the form of a fee waiver, must be offered to any Regional MDPP participant who finds the participation fee to be a barrier. Scholarships should be offered on a sliding scale in the amounts of \$10, \$15 or \$20, depending on need. Lead agencies and their partners can provide scholarships to class participants. All Regional MDPP participants receiving scholarships are responsible to pay the remaining balance (i.e., if the participants receive a \$20 scholarship, he or she shall pay the remaining \$5 balance) of the one-time fee. Organizations not affiliated with the Lead agency and their partners can provide a sponsorship voucher in the amount of \$25 to cover the one-time class fee. Sponsored Regional MDPP participants must complete the Readiness to Change Questionnaire, administered by staff of the non-affiliated organization, and have a score that reflects readiness to change. DPH will provide the Readiness to Change Questionnaire.
9. **Distribute the following** supplies to Regional MDPP staff including but not limited to: food models, blood pressure cuffs, digital scales.
10. **Complete all activities** for the Regional MDPP 12-month Lifestyle Class series which began during the FY 17-18 Agreement Addendum's Service Period.
11. **Conduct a minimum of five MDPP 12-month Lifestyle Classes series** in multiple counties throughout the Local Health Department's region to serve a minimum total of ¹⁵50 Regional MDPP participants. The Lifestyle classes must be held at a minimum of two counties within the Local Health Department's region. The Local Health Department and its collaborative partners may deliver additional classes (i.e., more than the minimum requirement of one session each month) for participants needing additional support.

All new Regional MDPP 12-month Lifestyle Class series shall start between June 1 and September 14, 2018, and shall be conducted in accordance with the CDC recommendations, guidelines, standards, and operating procedures, as described in the "CDC Diabetes Prevention Recognition Program Standards and Operating Procedures" document, which can be found at <http://www.cdc.gov/diabetes/prevention/pdf/dprp-standards.pdf>.

- a. The first six months of each series must include 16 weekly Regional MDPP Lifestyle Classes.

- b. The last six months of each series must include a minimum of six follow-up Regional MDPP Lifestyle Classes.
12. **Maintain the following retention rates, out of the Regional MDPP 12-month Lifestyle Class series:**
 - a. During the first six months of the program:
 1. 50% of MDPP participants complete four Regional MDPP Lifestyle Classes
 2. 33% of MDPP participants complete eight Regional MDPP Lifestyle Classes
 3. 25% of MDPP participants complete nine or more MDPP Lifestyle Classes
 - b. During the last six months of the program:
 1. 50% of MDPP participants complete three of the monthly Regional MDPP Lifestyle Classes
 2. 33% of MDPP participants complete six of the monthly Regional MDPP Lifestyle Classes
13. **Track participant and program data**, including program outcomes, in the Wake Forest School of Medicine Minority DPP data subscription service database ("NC MDPP database").
14. **Maintain a subscription** to the Wake Forest School of Medicine Minority DPP data subscription service ("NC MDPP database") for the entire fiscal year.
15. **Collect and report aggregate data** from all Regional Collaborative partners on the outcomes and effectiveness of the Regional MDPP to NC OMHHD MDPP.
16. **Adhere** to all documents, reporting and evaluation requirements and timelines as designated by NC OMHHD, CDC, and the Wake Forest University School of Medicine.
17. **Provide items and services** that address barriers to participating in the Regional MDPP Lifestyle classes, including but not limited to:
 - a. Transportation, bus passes and gas cards
 - b. Facility rentals
 - c. Child care, and
 - d. Healthy snacks for classes and meetings. (Utilize the "Eat Smart North Carolina: Guidelines for Healthy Foods and Beverages at Meetings, Gatherings and Events" for suggestions on food and drinks to serve at meetings. The guide can be found at <http://www.eatsmartmovemorenc.com/HealthyMeetingGuide/HealthyMeetingGuide.html>.)
18. **Administer an incentive program** for Regional MDPP participants to promote successful completion of the 12-month Lifestyle class series. All incentive programs must be approved by NC OMHHD prior to administration. Approved incentive programs include but are not limited to the following items:

Number of Classes Completed	Corresponding Lessons	Participant Incentives
2	Get Active to Prevent T2	Calorie King Books
3	Track Your Activity	Pedometers
4	Eat Well to Prevent T2	Portion Plates
6	Get More Active	T-Shirt

10	Shop and Cook to Prevent T2; Shop to Cook to Prevent T2	Digital Food Scale; Farmers Market tokens, Farmers Market vouchers, Farmers Market Double Up Food Bucks
16	Stay Motivated to Prevent T2	Gym Membership or Subscription Service
18	Take a Fitness Break	Gym Membership or Subscription Service and a Digital Bathroom Scale
20	Stay Active Away from Home	Gym Membership or Subscription Service and a \$25 Grocery Store gift card
24	Get Enough Sleep	Gym Membership or Subscription Service and a George Foreman grill

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

IV. Performance Measures/Reporting Requirements:

The Local Health Department shall:

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

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

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

Table 1: Screenings and Referral Measures	Minimum Standard	Reporting Frequency
1. Total number of people screened for prediabetes via community and clinical methods in FY 17 18	225	Monthly, Interim, and Final
2. Percent of eligible people referred to Regional MDPP 12-month Lifestyle Class series	100%	Monthly
3. Percent of eligible people referred to DSME program	100%	Monthly
4. Percent minority Regional MDPP participants in community and clinical screening events	≥75%	Monthly

Table 2: MDPP Program Measures	Minimum Standard	Reporting Frequency
1. Number of Regional MDPP 12-month Lifestyle Class series offered across region	≥3	Monthly

2. Number of people enrolled in Regional MDPP 12-month Lifestyle Class series	75	Monthly
3. Number and percentage of Regional MDPP participants who attend ≥ 4 Regional MDPP Lifestyle Classes in the first 6 months of the 12-month Lifestyle Class series	≥ 50	Monthly
4. Number and percentage of Regional MDPP participants who attend ≥ 8 Regional MDPP Lifestyle Classes in the first 6 months of the 12-month Lifestyle Class series	$\geq 33\%$	Monthly
5. Number and percentage of Regional MDPP participants who attend ≥ 9 Regional MDPP Lifestyle Classes in the first 6 months of the 12-month Lifestyle Class series	$\geq 25\%$	Monthly
6. Number and percentage of Regional MDPP participants who attend 16 Regional MDPP Lifestyle Classes in the first 6 months of the 12-month Lifestyle Class series	$\geq 50\%$	Monthly
7. Number and percentage of Regional MDPP participants who attend ≥ 4 Regional MDPP Lifestyle Classes in the last 6 months of the 12-month Lifestyle Class series	$\geq 50\%$	Monthly
8. Number and percentage of Regional MDPP participants who attend 8 Regional MDPP Lifestyle Classes in the last 6 months of the 12-month Lifestyle Class series	33%	Monthly
9. Number and percentage of minority participants in Regional MDPP Lifestyle Classes	$\geq 75\%$	Monthly
10. Number and types of incentives distributed	N/A	Monthly, Interim and Final
11. Number and percentage of Regional MDPP participants who attend a minimum of four MDPP Lifestyle Classes and lose $\geq 5\%$ of their baseline body weight	$\geq 50\%$	Interim and Final
12. Percentage of Regional MDPP participants who report a change in knowledge	$\geq 50\%$	Quarterly, Interim, and Final
13. Percentage of Regional MDPP participants who report a change in behavior	$\geq 50\%$	Quarterly, Interim, and Final

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

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

Table 5: Targeted Marketing & Awareness Campaign Measures	Minimum Standard	Reporting Frequency
1. Number of billboards or bulletins flights in minority communities (English and Spanish)	≥1	Monthly, Interim, and Final
2. Number of Regional MDPP focused radio ads and PSAs ran during FY 18/19	≥ 10	Monthly, Interim, and Final
3. Number of Regional MDPP focused newspaper ads and impressions (English and Spanish)	≥1	Monthly, Interim, and Final
4. Number of direct mailers distributed (English and Spanish)	N/A	Interim and Final
5. Estimated number of people reached through the targeted marketing and awareness campaign	N/A	Interim and Final

3. Demonstrate that progress toward project objectives is being made and tracked by submitting a monthly performance report to the NC OMHHD.
4. Submit an interim report by December 28, 2018 and a final report by June 28, 2019 to the NC OMHHD Program Contact. A template will be provided by the NC OMHHD. These reports shall include:
 - a. Experience with implementing the evidence-based program
 - b. Strategies
 - c. Number of people served
 - d. Services provided
 - e. Outreach outcomes, and
 - f. Other demographic information.

V. Performance Monitoring and Quality Assurance:

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

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

VI. Funding Guidelines or Restrictions:

1. Requirements for pass-through entities: In compliance with 2 CFR §200.331 – *Requirements for pass-through entities*, the Division provides Federal Award Reporting Supplements to the Local Health Department receiving federally funded Agreement Addenda.
 - a. Definition: A Supplement discloses the required elements of a single federal award. Supplements address elements of federal funding sources only; state funding elements will not be included in the Supplement. Agreement Addenda (AAs) funded by more than one federal award will receive a disclosure Supplement for each federal award.
 - b. Frequency: Supplements will be generated as the Division receives information for federal grants. Supplements will be issued to the Local Health Department throughout the state fiscal

year. For federally funded AAs, Supplements will accompany the original AA. If AAs are revised and if the revision affects federal funds, the AA Revisions will include Supplements. Supplements can also be sent to the Local Health Department even if no change is needed to the AA. In those instances, the Supplements will be sent to provide newly received federal grant information for funds already allocated in the existing AA.

2. Funds may be used for:
 - a. Salaries and fringe benefits
 - b. Materials and supplies needed to implement the proposed interventions including, but not limited to, printing costs, blood pressure cuffs, food models, and digital scales
 - c. Travel, using current state rates.
 - d. Indirect costs, not to exceed 10%
 - e. Targeted marketing in minority communities utilizing existing DPH DPP and CDC materials that raise awareness of prediabetes and advertise the MDPP (10-15% of the total award) to include:
 1. Billboard and bulletins in minority neighborhoods
 2. Advertisements in English and Spanish on English and Spanish-language radio stations that rank highly in the target minority communities
 3. Direct mail, social media, PSAs, TV ads and other approval media outlets
 4. Recruitment at community events
 5. Recruitment at clinical offices (flyers, posters)
 6. Healthcare provider information about prediabetes
 7. Worksite education and outreach.
 - f. Regional MDPP Participant incentives to include but are not limited to: Calorie King books, portion plates, digital food scale, digital bathroom scale, pedometers, fitness trackers, Farmers Market tokens, Farmers Market vouchers, Farmers Market Double Up Food Bucks, gym memberships or subscription services, George Foreman grills, and T-shirts. All NC MDPP incentives must be approved by NC OMHHD. All Regional MDPP incentives (valued at more than \$10) must be logged within 24 hours of purchase and maintained in locked storage. Each MDPP incentive recipient must sign and date the Regional MDPP log when they receive the incentive valued at more than \$10. This shall be evidenced by the Regional MDPP incentive log reviewed during every site visit.
 - g. Items to address barriers to DPP participation to include:
 1. Gas cards from gas stations and travel vouchers if used to address transportation barriers for Regional MDPP participants to attend focus groups and DPPs. Gas cards must be from gas stations and not department or grocery stores that offer gas. Gas cards must be tracked by card number (serial number), recipient, and signature from recipient acknowledging receipt.
 2. Healthy snacks served during Lifestyle classes
 3. Facility rental to hold Lifestyle classes
 4. Childcare during Lifestyle class
 - h. Lifestyle Coach Training sessions
 - i. Wake Forest School of Medicine data subscription service
 - j. Funds may not be used for:
 1. Lobbying activities
 2. Cash incentives
 3. Gift cards except as noted above in Section VI., Paragraph 2.g.1 above.

DPH-Aid-To-Counties For Fiscal Year: 18/19 Budgetary Estimate Number : 0

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

50 Jackson		0	0	0
51 Johnston		0	0	0
52 Jones		0	0	0
53 Lee		0	0	0
54 Lenoir		0	0	0
55 Lincoln		0	0	0
56 Macon	* 0	165,808	165,808	165,808
57 Madison		0	0	0
D4 M-T-W	* 0	294,321	294,321	294,321
60 Mecklenburg		0	0	0
62 Montgomery		0	0	0
63 Moore		0	0	0
64 Nash		0	0	0
65 New Hanover		0	0	0
66 Northampton		0	0	0
67 Onslow		0	0	0
68 Orange		0	0	0
69 Pamlico		0	0	0
71 Pender		0	0	0
73 Person		0	0	0
74 Pitt	* 0	294,321	294,321	294,321
76 Randolph		0	0	0
77 Richmond	* 0	230,105	230,105	230,105
78 Robeson	* 0	230,105	230,105	230,105
79 Rockingham		0	0	0
80 Rowan		0	0	0
D5 R-P-M		0	0	0
82 Sampson		0	0	0
83 Scotland		0	0	0
84 Stanly		0	0	0
85 Stokes		0	0	0
86 Surry		0	0	0
87 Swain		0	0	0
D6 Toe River		0	0	0
88 Transylvania		0	0	0
90 Union		0	0	0
92 Wake		0	0	0
93 Warren		0	0	0
96 Wayne		0	0	0
97 Wilkes		0	0	0
98 Wilson		0	0	0
99 Yadkin		0	0	0
Totals		2,135,000	2,135,000	2,135,000

Sign and Date - DPH Program Administrator

Lisa Hodges

12/28/17

Sign and Date - DPH Section Chief

[Signature]

12/28/17

Sign and Date - DPH Contracts Office

Rebecca Miller

1-2-18

Sign and Date - DPH Budget Officer

[Signature]

1/3/18

RTM 1/2/18

Division of Public Health

Agreement Addendum

FY 18-19

Page 1 of 4

Alamance County Health Department
Local Health Department Legal Name

473 Minority Diabetes Prevention Program
Activity Number and Description

06/01/2018 – 05/31/2019
Service Period

07/01/2018 – 06/30/2019
Payment Period

- ☐ Original Agreement Addendum
☒ Agreement Addendum Revision # 1

North Carolina Office of
Minority Health and Health Disparities
DPH Section / Branch Name

Lisa Hodges, 919-707-5041,
lisa.hodges@dhhs.nc.gov

DPH Program Contact
(name, phone number, and email)

DPH Program Signature **Date**
(only required for a negotiable agreement addendum)

I. Background:
No change.

II. Purpose:
This Agreement Addendum Revision #1 revises the language in Section III as written below. These changes are needed to correct reporting dates and add the new CDC requirement to change the population the NC MDPP is able to recruit and enroll into the NC MDPP project. This new ruling will increase the eligibility for new potential enrollees to participate in the NC MDPP project. The new language will enhance eligibility in the following three components: (1) maintain a prediabetes and diabetes prevention awareness and marketing campaign in minority communities, (2) increase enrollment from community screenings for prediabetes and referrals to Diabetes Prevention Program Lifestyle classes and diabetes self-management programs, and (3) maintain the CDC's Lifestyle Classes "Prevent T2" and "Preventa el T2" to minority communities across North Carolina.

There is no funding change associated with this Revision.

III. Scope of Work and Deliverables:
As of August 1, 2018, this Agreement Addendum Revision #1 makes the following changes:

Delete and replace the last sentence in Paragraph 2, as follows:

The executed MOAs shall be submitted to the NC OMHHD Program Consultant by 4:00 p.m. on August 31, 2018.



Health Director Signature (use blue ink)

08.06.2018

Date

Local Health Department to complete:
(If follow-up information is needed by DPH)

LHD program contact name:

Phone number with area code:

Email address:

Glenda Linens, Maryn Hayward

919-570-340 919-570-6414

glenda.linens@alamance-nc.com

maryn.hayward@alamance-nc.com

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

Revised July 2016

Add the following sentence to Paragraph 4.a.:

All NC MDPP staff hires must complete Health Insurance Portability and Accountability Act of 1996 (HIPAA) training and submit a certificate of completion to the NC OMHHD Program Consultant by August 17, 2018. Those hired after August 17, 2018 must complete the HIPAA training within 30 days of hire date.

Delete and replace the introductory sentence to 4.c., as follows:

A minimum of one full-time (1.0 FTE) **NC Regional MDPP Coordinator** to serve the entire collaborative area. The Regional NC MDPP Coordinator shall:

Add Subparagraph 6 to Paragraph 4.c., as follows:

6. Complete Health Insurance Portability and Accountability Act of 1996 (HIPAA) training and submit a certificate of completion to the NC OMHHD Program Consultant by August 31, 2018.

Add Subparagraph 12 to Paragraph 4.d., as follows:

12. Complete Health Insurance Portability and Accountability Act of 1996 (HIPAA) training and submit a certificate of completion to the NC OMHHD Program Consultant by August 31, 2018.

Delete Paragraph 7 in its entirety and replace with the following:

7. Enroll a minimum of 75 people total into the North Carolina Minority Diabetes Prevention Program 12-month Lifestyle Class series which are to begin during this Agreement Addendum's Service Period and ensure that no less than 75% of the MDPP participants are members of racial/ethnic minority groups.
 - a. All program's participants must have a body mass index (BMI) of ≥ 25 kg/m² (≥ 23 kg/m², if Asian American).
 - b. The CDC requires that all Lifestyle Class participants be 18 years of age or older and not pregnant at time of enrollment. These programs are intended for adults at high risk for developing Type 2 diabetes.
 - c. All a program's participants must be considered eligible based on either:
 1. A recent (within the past year) blood test (may be self-reported for CDC recognition purposes; but, for Medicare DPP suppliers, a self-reported blood test is not permitted) meeting one of these specifications:
 - i. Fasting glucose of 100 to 125 mg/dl (CMS eligibility requirement for Medicare DPP suppliers is 110 to 125 mg/dl)
 - ii. Plasma glucose measured 2 hours after a 75-gm glucose load of 140 to 199 mg/dl
 - iii. A1c of 5.7 to 6.4
 - iv. Clinically diagnosed gestational diabetes mellitus (GDM) during a previous pregnancy (may be self-reported; allowed for CDC, but not for Medicare beneficiaries.); or
 2. A positive screening for prediabetes based on the CDC Prediabetes Screening Test (available in the Guidance section of this document or accessible online at <https://www.cdc.gov/diabetes/prevention/pdf/prediabetestest.pdf>) or a screening result indicating high risk for type 2 diabetes on the hard copy or electronic version of the American Diabetes Association Type 2 Diabetes Risk

Test (<http://www.diabetes.org/areyou-at-risk/diabetes-risk-test/>). Note: These are not options for eligibility for Medicare beneficiaries.

- d. Participants cannot have a previous diagnosis of type 1 or type 2 diabetes prior to enrollment.
- e. A health care professional may refer potential participants to the program, but a referral is not required for participation in CDC-recognized programs.
- f. Recognized organizations can retain participants if the following occurs:
 1. Participants who develop type 2 diabetes while in the program should be referred to their primary care provider for referrals to ADA-recognized or AADE-accredited diabetes self-management education and support (DSMES) programs and other resources such as Medical Nutrition Therapy (MNT) as appropriate.
 2. Lifestyle change programs for type 2 diabetes prevention emphasize weight loss and are not appropriate for women who are currently pregnant. Participants who become pregnant may continue at the discretion of their health care provider and the CDC-recognized program delivery organization.
- g. A minimum of 35% of all participants in a yearlong cohort must be eligible for the lifestyle change program based on either a blood test indicating prediabetes or a history of GDM. The remainder (a maximum of 65% of participants) must be eligible based on the CDC Prediabetes Screening Test or the American Diabetes Association (ADA) Type 2 Diabetes Risk Test. If a participant comes into a program on the basis of a risk test score, organizations are permitted to make a one-time change to the participant's eligibility status based on a post-enrollment blood test. Evaluation for this requirement is based on all participants attending at least 3 sessions during months 1-6 and whose time from first session to last session is at least 9 months. At least 5 participants per submission who meet this criterion are required for evaluation. If a recognized organization is also a Medicare DPP supplier, all Medicare participants must be eligible based solely on a blood test indicating prediabetes. Refer to the Participant Eligibility section for more information. Note: While CDC is setting an organizational requirement for eligibility, individual payers, including Medicare, may impose higher or lower participant level eligibility requirements for blood testing for reimbursement purposes.

Delete and replace Paragraph 9, as follows:

9. **Distribute the following** supplies to Regional NC MDPP staff including: food models, blood pressure cuffs, blood pressure machines, A1c machines, digital scales, computer. All other supplies must be approved by NC OMHHD prior to distribution. All Regional NC MDPP supplies (valued at more than \$10) must be logged within 24 hours of purchase and maintained in locked storage. Each NC MDPP Staff member must sign and date the Regional NC MDPP supply log when NC MDPP participants receive an item valued at more than \$10. The log must include the serial number for all items, when applicable. This shall be evidenced by the Regional NC MDPP supply log and available for review during every site visit. Receipts are to be maintained by month of purchased and available for review during every site visit.

Delete and replace Paragraph 16, as follows:

16. **Adhere** to all HIPAA protocol as defined by the Local Health Department Consolidated Agreement. Sharing data includes providing client information allowed as permitted disclosures under the HIPAA, Public Law 104-91, HIPAA Administration Simplification Provisions Sections 261 through 264, 45 CFR 164.512. NC OMHHD MDPP Staff must be notified of all HIPAA breaches or the threat of a potential HIPAA breach within 24 hours.

IV. Performance Measures/Reporting Requirements:
No change.

V. Performance Monitoring and Quality Assurance:
No change.

VI. Funding Guidelines or Restrictions:
No change.



Chatham County, NC

Text File

File Number: 18-2836

Agenda Date: 11/19/2018

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Finance

File Type: Agenda Item

Vote on a request to approve Fiscal Year 2018-2019 Budget Amendments

Action Requested: Vote to approve budget amendments as proposed by staff

Introduction & Background: During the fiscal year, the budget must be amended as changing conditions warrant. The fiscal year 2018-2019 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 2019.

The Library's budget is being increased by \$5,512 to cover the replacement of items damaged during Hurricane Florence with insurance claim reimbursements.

The Health department's budget is being increased by \$74,601 in grant funds from the Duke Endowment Grant.

The Social Services' budget is being increased by a total of \$25,486 for an Income Maintenance Caseworker II position. Of the total, \$19,114 will be reimbursed from federal funding and \$6,372 will be covered from contingency. The county's portion of this position was budgeted in contingency in case workload continued to increase.

The Court Service's budget is being increased by \$200 with a transfer from contingency to cover increased contract costs.

The Governing Board's budget is being increased by \$12,750 with a transfer from contingency funds to cover the GO global trip.

Funds to cover an increase in CCCC county-funded salaries are being transferred from contingency upon notification of State approval in the amount of \$13,083.

Budgetary Impact: The proposed amendments increase the General Fund by \$99,227.
Transfers from contingency total \$26,033.

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

FY 2019 Budget Amendments

General Fund

<u>Fund</u>	<u>Department/Division</u>	<u>Account Description</u>	<u>Account</u>	<u>Revenue</u>	<u>Expense</u>	<u>Description</u>
General	Library	Misc-Insurance Reimb	110-694010	5,512		
General	Library	Supplies-Library Materials	1108010-961013		5,512	CR 057-Reimb from Storm Damage
General	Health	Other Agencies	1105013-691018	74,601		
General	Health	Prg - Duke Endowment Grant	1105013-972057		74,601	Duke Endowment Grant
General	Social Services	Federal Grant	1105310-651010	19,114		
General	Social Services	Salaries Regular	1105310-911010		19,114	Income Maintenance Caseworker II Position

Total General Fund Budget Increase (Decrease):

99,227 99,227

FY19 General Appropriated Fund Balance:

6,565,660

Additional Appropriation with Amendments:

FY19 Total General Appropriated Fund Balance:

6,565,660

FY2019 Contingency Transfers

<u>Fund</u>	<u>Department/Division</u>	<u>Account Description</u>	<u>Revenue</u>	<u>Expense</u>	<u>Description</u>
General	Court Related	Contingency	1101710-974200	(200)	To cover higher contract cost
General	Court Related	Contracted Services	1102310-940010	200	
General	Governing	Contingency	1101710-974200	(12,750)	GO Global Trip
General	Governing	Travel-Expenses	1101010-956015	12,750	
General	CCCC	Contingency	1101710-974200	(13,083)	CCCC Salary Increases
General	CCCC	Allocations - CCCC	1107210-970036	13,083	
General	Social Services	Contingency	1101710-974200	(6,372)	
General	Social Services	Salaries Regular	1105310-911010	6,372	Income Maintenance Caseworker II Position
Total Transfers from Contingency:				26,033	



Chatham County, NC

Text File

File Number: 18-2838

Agenda Date: 11/19/2018

Version: 1

Status: Approval of Agenda and
Consent Agenda

In Control: Tax Office Assessor

File Type: Agenda Item

Agenda Number:

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	11/02/18	BOARD REVIEW OF CORRECTED RECEIPTS REPORT										PAGE	1
TIME	10:49:11	CHATHAM CO TAX DEPARTMENT										PROG#	CL2182
USER	AMY	DEPOSIT DATES 10/01/2018 THROUGH 10/31/2018											
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	FOUSHEE TYLOR SETH	10/08/2018	2038330	105		167.97				PP SLD PER BILL	PPSLD		
	** YEAR TOTALS **					167.97							
2014	FOUSHEE TYLOR SETH	10/08/2018	2120088	105		151.20				PP SLD PER BILL	PPSLD		
	** YEAR TOTALS **					151.20							
2015	FOUSHEE TYLOR SETH	10/08/2018	2182577	105		138.77				PP SLD PER BILL	PPSLD		
	** YEAR TOTALS **					138.77							
2016	FOUSHEE TYLOR SETH	10/08/2018	2245470	105		126.87				PP SLD PER BILL	PPSLD		
2016	WATKINS ENDEAVOR INC	10/17/2018	2261734	108		65.51				CORRECTED PER AU	PPVAL		
	** YEAR TOTALS **					192.38							
2017	JIM LAFLAMME INC	10/08/2018	2289191	107		8.64				CLOSED	PPSLD		
2017	JIM LAFLAMME INC	10/08/2018	2289192	107		6.36				CLOSED/ GIFTED E	PPSLD		
2017	JIM LAFLAMME INC	10/08/2018	2289193	107		7.95				CLOSED/GIFTED EQ	PPSLD		
2017	JIM LAFLAMME INC	10/08/2018	2289194	107		1.78				CLOSED/GIFTED EQ	PPSLD		
2017	ALSTON CLYDE ESTATE	10/24/2018	2290819	107	1962.26					VOIDED PARCEL	TRSF		
2017	FOUSHEE TYLOR SETH	10/08/2018	2309053	105		113.32				PP SLD PER BILL	PPSLD		
2017	JIM LAFLAMME INC	10/08/2018	2321097	107		5.60				CLOSED/GIFTED EQ	PPSLD		
2017	JIM LAFLAMME INC	10/08/2018	2321098	107		5.15				CLOSED/GIFTED EQ	PPSLD		
2017	JIM LAFLAMME INC	10/08/2018	2321099	107		6.51				CLOSED/ GIFTED E	PPSLD		
2017	JIM LAFLAMME INC	10/08/2018	2321100	107		1.62				CLOSED/GIFTED EQ	PPSLD		
2017	KING CONNIE Y	10/09/2018	2337893	107	801.94					SCE CORRECTION	SCE		
2017	PATTERSON JOHN J	10/10/2018	2297010	107		38.36				PP SLD PER BILL	PPSLD		
2017	PATTERSON JOHN J	10/10/2018	2297011	107		4.03				PP SLD PER BILL	PPSLD		
2017	TARJAN MARIE E	10/10/2018	2336958	107					34.00	PRIVATE HAULER	SWFEE		
2017	WATKINS ENDEAVOR INC	10/17/2018	2324303	108		103.87				CORRECT PER AUDI	PPVAL		
	** YEAR TOTALS **				2764.20	303.19			34.00				
2018	ALSTON CLYDE ESTATE	10/24/2018	2355371	107	1962.26					VOIDED PARCEL	TRSF		
2018	ANGUIANO JAIMES QUEZADEL	10/03/2018	2390555	202		6.26				PP SLD PER 2018	PPSLD		
2018	ASHLEY MARSHALL B	10/01/2018	2418898	107						ADD \$91 COLLECTI	SWFEE		
2018	COCHRAN BRYAN	10/30/2018	2399733	107					34.00	REMOVE DISPOSAL	SWFEE		
2018	DE LAGE LANDEN FINANCIAL	10/23/2018	2376044	105		4033.90				DENR CERTIFIED	EXEMP		
2018	DIXON MICHELLE LOWE	10/31/2018	2403624	103					125.00	REMOVAL OF 1 SWF	SWFEE		
2018	FOUSHEE TYLOR SETH	10/08/2018	2372774	105		101.98				PP SLD PER BILL	PPSLD		
2018	HAMPTON VILLAGE LLC	10/25/2018	2360570	101					3003.00	QTY CORRECTION	SWFEE		
2018	HAMPTON VILLAGE LLC	10/25/2018	2360573	101						ADD 7 COLLECTION	SWFEE		
2018	HAMPTON VILLAGE LLC	10/25/2018	2360645	101		7.10				REMOVE LLP	NOLL		
2018	HARRIS HARRIET C	10/11/2018	2416338	101		3.95				PP SLD PER DMV R	PPSLD		
2018	HOLDER ELIZABETH C	10/17/2018	2406293	101					125.00	REMOVAL OF SWFEE	SWFEE		
2018	JIM LAFLAMME INC	10/08/2018	2384005	107		3.73				CLOSED/GIFTED EQ	PPSLD		
2018	JIM LAFLAMME INC	10/08/2018	2384006	107		4.58				CLOSED/GIFTED EQ	PPSLD		
2018	JIM LAFLAMME INC	10/08/2018	2384007	107		5.71				CLOSED/ GIFTED E	PPSLD		
2018	JIM LAFLAMME INC	10/08/2018	2384008	107		1.62				CLOSED/GIFTED EQ	PPSLD		

DATE 11/02/18	BOARD REVIEW OF CORRECTED RECEIPTS REPORT										PAGE 2
TIME 10:49:11	CHATHAM CO TAX DEPARTMENT										PROG# CL2182
USER AMY	DEPOSIT DATES 10/01/2018 THROUGH 10/31/2018										
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
=====											
2018	KING CONNIE Y	10/08/2018	2399869	107	801.94					SCE DISCOUNT	SCE
2018	PATTERSON JOHN J	10/10/2018	2361353	107		34.51				PP SLD PER BILL	PPSLD
2018	PATTERSON JOHN J	10/10/2018	2361354	107		4.03				PP SLD PER BILL	PPSLD
2018	PHILLIPPIE TERRY	10/03/2018	2403882	109		2.53				DISCOVERY	PPVAL
2018	POE THOMAS COOPER	10/23/2018	2371551	109	271.05					APPLY EXEMPTION	SCE
2018	PROG LEASING LLC	10/15/2018	2419793	107		7.09				CORRECTED VALUE	PPVAL
2018	SEBBEN ERIC	10/22/2018	2384185	106	131.04					INCORRECT SQUARE	RPVAL
2018	WEBER ROBERT A	10/17/2018	2402936	107					34.00	WASTE IND INCOMP	SWFEE
2018	WINGER DIANE M	10/26/2018	2381354	103					125.00	ADJUST TO 1 SWFE	SWFEE
** YEAR TOTALS **					3166.29	4216.99			3446.00		
*** FINAL TOTALS ***					5930.49	5170.50			3480.00		
*** NORMAL END OF JOB ***											

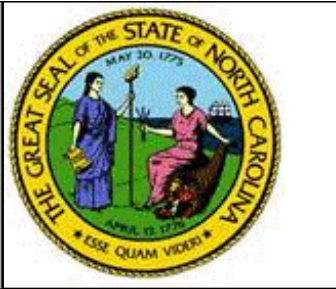


North Carolina Veh

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
AHMED, MOHAMED ZOELKAFL	AHMED, MOHAMED ZOELKAFL		650 TYSON CREEK CHURCH RD		BEAR CREEK, NC 27207	Proration	0014497227	AKD2756	AUTHORIZED	94899826	Refund Generated due to proration on Bill #0014497227-2017-0000-00
AKRIDGE, THOMAS EDWARD	AKRIDGE, THOMAS EDWARD		78 HOLLOW WAY		PITTSBORO, NC 27312	Proration	0042265869	PFR8539	AUTHORIZED	95610620	Refund Generated due to proration on Bill #0042265869-2017-0000-00
BARKER, JEANETTE SNYDER	BARKER, JEANETTE SNYDER		545 CAROLINA MDWS		CHAPEL HILL, NC 27517	Proration	0014486069	CAB4533	AUTHORIZED	95484362	Refund Generated due to proration on Bill #0014486069-2017-0000-00
BROOKS, NANCY FARRAR	BROOKS, NANCY FARRAR	LANEY, SHARON BROOKS	493 JACK BENNETT RD		CHAPEL HILL, NC 27517	Proration	0041382761	FDJ7507	AUTHORIZED	94954476	Refund Generated due to proration on Bill #0041382761-2017-0000-00
CAHILL, JOAN	CAHILL, JOAN	BILLINGS, RICHARD STEVEN	138 LONNA CT		PITTSBORO, NC 27312	Proration	0029080426	CLUNMALA	AUTHORIZED	95929584	Refund Generated due to proration on Bill #0029080426-2017-0000-00



North Carolina Veh

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

	Refund Reason	Create Date	Authorization Date
ie	Tag Surrender	10/08/2018	10/8/2018 10:55:54 AM
ie	Vehicle Sold	10/24/2018	10/24/2018 4:28:50 PM
ie	Vehicle Sold	10/22/2018	10/22/2018 10:56:24 AM
ie	Vehicle Totalled	10/09/2018	10/9/2018 10:13:13 AM
ie	Tag Surrender	10/31/2018	10/31/2018 9:58:26 AM



North Carolina Ver

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$9.80)	\$0.00	(\$9.80)
03	Tax	(\$1.09)	\$0.00	(\$1.09)
			Refund	\$10.89
00	Tax	(\$27.01)	(\$1.35)	(\$28.36)
06	Tax	(\$5.27)	(\$0.27)	(\$5.54)
			Refund	\$33.90
00	Tax	(\$52.06)	\$0.00	(\$52.06)
07	Tax	(\$8.54)	\$0.00	(\$8.54)
			Refund	\$60.60
00	Tax	(\$20.12)	\$0.00	(\$20.12)
07	Tax	(\$3.30)	\$0.00	(\$3.30)
			Refund	\$23.42
00	Tax	(\$33.94)	\$0.00	(\$33.94)
07	Tax	(\$5.57)	\$0.00	(\$5.57)
			Refund	\$39.51

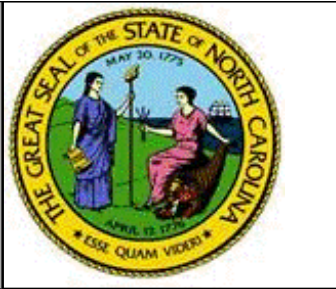


North Carolina Veh

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
CLARK, DONALD LEE	CLARK, DONALD LEE	CLARK, PAULA LEE	1197 JOHNSON RD		SEYMOUR, TN 37865	Proration	0042583660	JB3003	AUTHORIZED	95484176	Refund Generated due to proration on Bill #0042583660-2017-0000-00
CLARKE, JERRY GOODWIN	CLARKE, JERRY GOODWIN	CLARKE, JOY CLENDENIN	240 N PEA RIDGE RD		PITTSBORO, NC 27312	Proration	0019441122	RXX8101	AUTHORIZED	95008616	Refund Generated due to proration on Bill #0019441122-2017-0000-00
CLAWAR, KATHLEEN SUSAN	CLAWAR, KATHLEEN SUSAN		351 LEGACY FALLS DR N		CHAPEL HILL, NC 27517	Proration	0040565856	FCM5171	AUTHORIZED	94954818	Refund Generated due to proration on Bill #0040565856-2017-0000-00
CURTISS, JAMES PHILLIP	CURTISS, JAMES PHILLIP	CURTISS, JAY LEE	233 ELLISVIEW DR		CARY, NC 27519	Proration	0036580728	CHE5280	AUTHORIZED	142909203	Refund Generated due to proration on Bill #0036580728-2017-0000-00
DANIELS, MATTHEW PATRICK	DANIELS, MATTHEW PATRICK		84 GOOSE CREEK CT		PITTSBORO, NC 27312	Proration	0019784950	WSK1816	AUTHORIZED	95272810	Refund Generated due to proration on Bill #0019784950-2017-0000-00



North Carolina Veh

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

	Refund Reason	Create Date	Authorization Date
ie	Reg . Out of state	10/22/2018	10/26/2018 8:44:56 AM
ie	Vehicle Sold	10/10/2018	10/15/2018 4:47:42 PM
ie	Vehicle Sold	10/09/2018	10/9/2018 1:42:27 PM
ie	Vehicle Totalled	10/17/2018	10/17/2018 8:58:58 AM
ie	Vehicle Sold	10/17/2018	10/17/2018 9:03:02 AM



North Carolina Ver

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$152.75)	\$0.00	(\$152.75)
21	Tax	(\$105.37)	\$0.00	(\$105.37)
			Refund	\$258.12
00	Tax	(\$92.29)	\$0.00	(\$92.29)
07	Tax	(\$15.13)	\$0.00	(\$15.13)
			Refund	\$107.42
00	Tax	(\$16.10)	\$0.00	(\$16.10)
07	Tax	(\$2.64)	\$0.00	(\$2.64)
			Refund	\$18.74
00	Tax	(\$23.49)	\$0.00	(\$23.49)
23	Tax	(\$13.09)	\$0.00	(\$13.09)
23	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$36.58
00	Tax	(\$6.88)	\$0.00	(\$6.88)
07	Tax	(\$1.13)	\$0.00	(\$1.13)
			Refund	\$8.01



North Carolina Veh

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
DAVIS, LARA THOMAS	DAVIS, LARA THOMAS	DAVIS, ROBERT ALLEN	433 DAVIS RD		SILER CITY, NC 27344	Proration	0001272036	USMCDU	AUTHORIZED	95092494	Refund Generated due to proration on Bill #0001272036-2017-0000-00
ERNSTSSON, DIANE MICHELLE	ERNSTSSON, DIANE MICHELLE		125 MEADOWS EDGE DR		CHAPEL HILL, NC 27516	Proration	0041699329	LBRRIN	AUTHORIZED	95609922	Refund Generated due to proration on Bill #0041699329-2017-0000-00
FASOLINO, GRACE ELIZABETH	FASOLINO, GRACE ELIZABETH		233 FEARRINGTON POST		PITTSBORO, NC 27312	Proration	0036356142	PDJ2528	AUTHORIZED	94547752	Refund Generated due to proration on Bill #0036356142-2017-0000-00
FITZGERALD, DANA COOPER	FITZGERALD, DANA COOPER		PO BOX 188		BLOWING ROCK, NC 28605	Proration	0014494706	ALM8306	AUTHORIZED	95735006	Refund Generated due to proration on Bill #0014494706-2017-0000-00
FLAHERTY, THOMAS BRYAN	FLAHERTY, THOMAS BRYAN	FLAHERTY, HELENE CORNELIUSSEN	632 AYLESTONE DR		CARY, NC 27519	Proration	0008690789	AHJ5935	AUTHORIZED	142512996	Refund Generated due to proration on Bill #0008690789-2017-0000-00

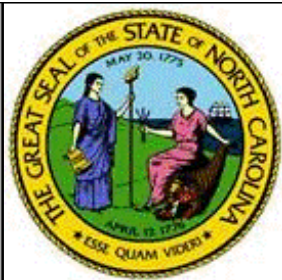


North Carolina Ver

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Totalled	10/12/2018	10/12/2018 2:09:54 PM
ie	Vehicle Sold	10/24/2018	10/26/2018 8:44:56 AM
ie	Vehicle Sold	10/01/2018	10/1/2018 1:23:34 PM
ie	Tag Surrender	10/26/2018	10/26/2018 8:55:17 AM
ie	Vehicle Sold	10/10/2018	10/10/2018 1:40:42 PM



North Carolina Ver

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$25.19)	\$0.00	(\$25.19)
01	Tax	(\$3.61)	\$0.00	(\$3.61)
			Refund	\$28.80
00	Tax	(\$108.91)	\$0.00	(\$108.91)
07	Tax	(\$17.86)	\$0.00	(\$17.86)
			Refund	\$126.77
00	Tax	(\$28.00)	\$0.00	(\$28.00)
07	Tax	(\$4.59)	\$0.00	(\$4.59)
			Refund	\$32.59
00	Tax	(\$34.83)	\$0.00	(\$34.83)
07	Tax	(\$5.71)	\$0.00	(\$5.71)
			Refund	\$40.54
00	Tax	(\$63.39)	\$0.00	(\$63.39)
23	Tax	(\$35.33)	\$0.00	(\$35.33)
23	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$98.72



North Carolina Veh

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
HALL, DENNIS JOSEPH	HALL, DENNIS JOSEPH		274 CLIFFDALE RD		CHAPEL HILL, NC 27516	Proration	0040466240	EHS2286	AUTHORIZED	95930340	Refund Generated due to proration on Bill #0040466240-2017-0000-00
HARTNESS, JASON ROBERT	HARTNESS, JASON ROBERT		52 BLUE JAY CT		PITTSBORO, NC 27312	Proration	0043500546	FAD6705	AUTHORIZED	95609926	Refund Generated due to proration on Bill #0043500546-2018-0000-00
HILL, SHAUN ALAN	HILL, SHAUN ALAN		2852 GEORGE YORK RD		RANDLEMAN, NC 27317	Proration	0038960318	FAA3325	AUTHORIZED	95273276	Refund Generated due to proration on Bill #0038960318-2017-0000-00
JOHNSON, DAN ROBERT	JOHNSON, DAN ROBERT		2168 LAKEWOOD FALLS RD		GOLDSTON, NC 27252	Proration	0035377553	PBX1869	AUTHORIZED	94899812	Refund Generated due to proration on Bill #0035377553-2017-0000-00
JONES, DENNIS LEE JR	JONES, DENNIS LEE JR		1028 PHILPOTT DR		CHAPEL HILL, NC 27517	Proration	0040321631	CCF1577	AUTHORIZED	95092064	Refund Generated due to proration on Bill #0040321631-2017-0000-00



North Carolina Veh

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

	Refund Reason	Create Date	Authorization Date
ie	Tag Surrender	10/31/2018	10/31/2018 2:46:22 PM
ie	Tag Surrender	10/24/2018	10/26/2018 8:44:56 AM
ie	Vehicle Totalled	10/17/2018	10/17/2018 1:51:20 PM
ie	Vehicle Totalled	10/08/2018	10/8/2018 10:50:45 AM
ie	Tag Surrender	10/12/2018	10/12/2018 8:50:38 AM



North Carolina Ver

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$31.87)	\$0.00	(\$31.87)
07	Tax	(\$5.22)	\$0.00	(\$5.22)
			Refund	\$37.09
00	Tax	(\$93.15)	\$0.00	(\$93.15)
07	Tax	(\$15.27)	\$0.00	(\$15.27)
			Refund	\$108.42
00	Tax	(\$56.41)	\$0.00	(\$56.41)
21	Tax	(\$38.91)	\$0.00	(\$38.91)
			Refund	\$95.32
00	Tax	(\$44.68)	\$0.00	(\$44.68)
04	Tax	(\$6.40)	\$0.00	(\$6.40)
			Refund	\$51.08
00	Tax	(\$14.37)	\$0.00	(\$14.37)
07	Tax	(\$2.36)	\$0.00	(\$2.36)
			Refund	\$16.73



North Carolina Veh

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
JONES, DENNIS LEE JR	JONES, DENNIS LEE JR		1028 PHILPOTT DR		CHAPEL HILL, NC 27517	Proration	0034964698	ABM9531	AUTHORIZED	95092068	Refund Generated due to proration on Bill #0034964698-2017-0000-00
KEIPER, WILLIAM DOUGLAS	KEIPER, WILLIAM DOUGLAS		749 PENINSULA FOREST PL		CARY, NC 27519	Proration	0042688692	ELJ6969	AUTHORIZED	142512564	Refund Generated due to proration on Bill #0042688692-2017-0000-00
LASK, VICTORIA BROOKE	LASK, VICTORIA BROOKE	LASK, STEPHEN GERARD	509 PINE COURT DR		SILER CITY, NC 27344	Proration	0026522130	CHK8764	AUTHORIZED	95735212	Refund Generated due to proration on Bill #0026522130-2017-0000-00
LEOW, TIMOTHY JOEY	LEOW, TIMOTHY JOEY		410 BENNETT MOUNTAIN TRCE		CHAPEL HILL, NC 27516	Proration	0040050173	BKT3901	AUTHORIZED	95056336	Refund Generated due to proration on Bill #0040050173-2017-0000-00
LIGETT, ROBERT ALLAN	LIGETT, ROBERT ALLAN	LIGETT, SHARON FUCHS	27407 WALKER		CHAPEL HILL, NC 27517	Proration	0001327348	ABA2421	AUTHORIZED	95735264	Refund Generated due to proration on Bill #0001327348-2017-0000-00



North Carolina Veh

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

	Refund Reason	Create Date	Authorization Date
ie	Tag Surrender	10/12/2018	10/12/2018 8:52:15 AM
ie	Vehicle Sold	10/10/2018	10/15/2018 4:47:42 PM
ie	Vehicle Sold	10/26/2018	10/26/2018 10:13:15 AM
ie	Tag Surrender	10/11/2018	10/11/2018 3:48:32 PM
ie	Vehicle Sold	10/26/2018	10/26/2018 10:50:40 AM



North Carolina Ver

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$44.40)	\$0.00	(\$44.40)
07	Tax	(\$7.28)	\$0.00	(\$7.28)
			Refund	\$51.68
00	Tax	(\$444.01)	\$0.00	(\$444.01)
23	Tax	(\$247.42)	\$0.00	(\$247.42)
23	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$691.43
00	Tax	(\$72.60)	\$0.00	(\$72.60)
01	Tax	(\$10.40)	\$0.00	(\$10.40)
			Refund	\$83.00
00	Tax	(\$21.75)	\$0.00	(\$21.75)
07	Tax	(\$3.57)	\$0.00	(\$3.57)
			Refund	\$25.32
00	Tax	(\$22.67)	\$0.00	(\$22.67)
07	Tax	(\$3.72)	\$0.00	(\$3.72)
			Refund	\$26.39



North Carolina Veh

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
LIVELY, HOWARD LEE II	LIVELY, HOWARD LEE II		679 FEARRINGTON POST		PITTSBORO, NC 27312	Proration	0039339074	6P6569	AUTHORIZED	94638050	Refund Generated due to proration on Bill #0039339074-2017-0000-00
LYNNES, PEGGY SUE	LYNNES, PEGGY SUE		1646 VINEYARD MIST DR		CARY, NC 27519	Proration	0041613420	EAT8516	AUTHORIZED	142045035	Refund Generated due to proration on Bill #0041613420-2017-0000-00
MCCLARNON, KEITH SHAWN	MCCLARNON, KEITH SHAWN	MCCLARNON, PORTIA JILL	405 THE PRESERVE TRL		CHAPEL HILL, NC 27517	Proration	0014481165	WVY3917	AUTHORIZED	95734980	Refund Generated due to proration on Bill #0014481165-2017-0000-00
MORAES, BRETT PARKER	MORAES, BRETT PARKER		142 FOX CHAPEL LN		PITTSBORO, NC 27312	Proration	0038041134	U563P	AUTHORIZED	94696704	Refund Generated due to proration on Bill #0038041134-2017-0000-00
MORTON, MARK EDWARD	MORTON, MARK EDWARD		PO BOX 9		PITTSBORO, NC 27312	Proration	0008464221	VRZ3999	AUTHORIZED	95166324	Refund Generated due to proration on Bill #0008464221-2017-0000-00



North Carolina Ver

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	10/02/2018	10/2/2018 3:21:56 PM
ie	Vehicle Sold	10/03/2018	10/3/2018 11:39:02 AM
ie	Vehicle Sold	10/26/2018	10/26/2018 8:43:17 AM
ie	Vehicle Sold	10/03/2018	10/3/2018 11:48:11 AM
ie	Vehicle Sold	10/15/2018	10/15/2018 2:56:55 PM



North Carolina Ver

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$25.53)	\$0.00	(\$25.53)
07	Tax	(\$4.19)	\$0.00	(\$4.19)
			Refund	\$29.72
00	Tax	(\$46.57)	\$0.00	(\$46.57)
23	Tax	(\$25.95)	\$0.00	(\$25.95)
23	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$72.52
00	Tax	(\$15.28)	\$0.00	(\$15.28)
07	Tax	(\$2.51)	\$0.00	(\$2.51)
			Refund	\$17.79
00	Tax	(\$14.65)	\$0.00	(\$14.65)
21	Tax	(\$10.11)	\$0.00	(\$10.11)
			Refund	\$24.76
00	Tax	(\$14.16)	\$0.00	(\$14.16)
06	Tax	(\$2.76)	\$0.00	(\$2.76)
			Refund	\$16.92



North Carolina Veh

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
OLDHAM, THOMAS JONATHAN	OLDHAM, THOMAS JONATHAN		3248 US HWY 15 501 N		PITTSBORO, NC 27312	Proration	0029995456	BKW9549	AUTHORIZED	95402414	Refund Generated due to proration on Bill #0029995456-2017-0000-00
OLIVER, WARREN WILLIAM	OLIVER, WARREN WILLIAM		15 HIDDEN FIELD LN		NEW HILL, NC 27562	Proration	0027918370	ZPM8954	AUTHORIZED	95831614	Refund Generated due to proration on Bill #0027918370-2017-0000-00
POE, JENNIFER SEIPEL	POE, JENNIFER SEIPEL		4692 OLD US 421 N		SILER CITY, NC 27344	Adjustment < \$100	0044334957	FJH7004	AUTHORIZED	143008944	Refund Generated due to adjustment on Bill #0044334957-2018-0000
RICHARDSON, PAUL DAVID	RICHARDSON, PAUL DAVID		123 CAROLINA MDWS VILLA		CHAPEL HILL, NC 27517	Proration	0031550970	DKD8803	AUTHORIZED	95166170	Refund Generated due to proration on Bill #0031550970-2017-0000-00
ROBERTSON, MARY JEAN	ROBERTSON, MARY JEAN		915 HENDERSON TANYARD RD		PITTSBORO, NC 27312	Proration	0001320723	PRZ4208	AUTHORIZED	94954564	Refund Generated due to proration on Bill #0001320723-2017-0000-00



North Carolina Ver

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	10/19/2018	10/19/2018 11:27:51 AM
ie	Vehicle Sold	10/29/2018	10/29/2018 2:19:45 PM
ie	Situs error	10/18/2018	10/18/2018 11:17:30 AM
ie	Tag Surrender	10/15/2018	10/15/2018 1:04:03 PM
ie	Tag Surrender	10/09/2018	10/9/2018 10:46:29 AM



North Carolina Ver

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$33.41)	\$0.00	(\$33.41)
06	Tax	(\$6.52)	\$0.00	(\$6.52)
			Refund	\$39.93
00	Tax	(\$2.39)	\$0.00	(\$2.39)
05	Tax	(\$0.47)	\$0.00	(\$0.47)
			Refund	\$2.86
00	Tax	\$0.00	\$0.00	\$0.00
21	Tax	(\$24.35)	\$0.00	(\$24.35)
10	Tax	\$5.62	\$0.00	\$5.62
			Refund	\$18.73
00	Tax	(\$77.93)	\$0.00	(\$77.93)
07	Tax	(\$12.78)	\$0.00	(\$12.78)
			Refund	\$90.71
00	Tax	(\$1.09)	\$0.00	(\$1.09)
09	Tax	(\$0.12)	\$0.00	(\$0.12)
			Refund	\$1.21



North Carolina Veh

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
ROGERS, JAMES LEE	ROGERS, JAMES LEE		40 TRACE DR		PITTSBORO, NC 27312	Proration	0037666398	EDJ6393	AUTHORIZED	95831480	Refund Generated due to proration on Bill #0037666398-2016-0000-00
RYAN, NICHOLE LYNN	RYAN, NICHOLE LYNN	RYAN, JEREMY DOUGLAS	90 NICKS BND W		PITTSBORO, NC 27312	Proration	0041799141	FAA1512	AUTHORIZED	95402790	Refund Generated due to proration on Bill #0041799141-2017-0000-00
SARDER, MASUM SEAN	SARDER, MASUM SEAN		922 LEGACY FALLS DR S		CHAPEL HILL, NC 27517	Proration	0036972299	BCV3722	AUTHORIZED	95735096	Refund Generated due to proration on Bill #0036972299-2017-0000-00
SARDER, MASUM SEAN	SARDER, MASUM SEAN		922 LEGACY FALLS DR S		CHAPEL HILL, NC 27517	Proration	0042951900	FBC3608	AUTHORIZED	95735108	Refund Generated due to proration on Bill #0042951900-2017-0000-00
SHOBANDE, OLUJIDE OLUKAYODE	SHOBANDE, OLUJIDE OLUKAYODE		116 THE PRESERVE TRL		CHAPEL HILL, NC 27517	Proration	0040772852	EAY3400	AUTHORIZED	95166284	Refund Generated due to proration on Bill #0040772852-2017-0000-00



North Carolina Ver

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	10/29/2018	10/29/2018 1:38:19 PM
ie	Vehicle Totalled	10/19/2018	10/19/2018 4:18:54 PM
ie	Vehicle Sold	10/26/2018	10/26/2018 9:16:30 AM
ie	Vehicle Sold	10/26/2018	10/26/2018 9:18:29 AM
ie	Tag Surrender	10/15/2018	10/15/2018 2:29:28 PM



North Carolina Ver

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$14.20)	\$0.00	(\$14.20)
21	Tax	(\$9.71)	\$0.00	(\$9.71)
			Refund	\$23.91
00	Tax	(\$34.57)	\$0.00	(\$34.57)
07	Tax	(\$5.67)	\$0.00	(\$5.67)
			Refund	\$40.24
00	Tax	(\$70.92)	\$0.00	(\$70.92)
07	Tax	(\$11.63)	\$0.00	(\$11.63)
			Refund	\$82.55
00	Tax	(\$60.33)	\$0.00	(\$60.33)
07	Tax	(\$9.89)	\$0.00	(\$9.89)
			Refund	\$70.22
00	Tax	(\$22.86)	\$0.00	(\$22.86)
07	Tax	(\$3.75)	\$0.00	(\$3.75)
			Refund	\$26.61

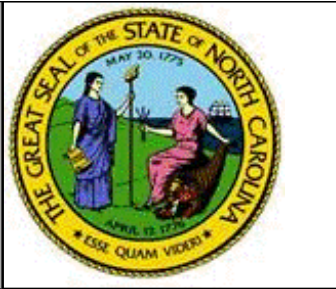


North Carolina Veh

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
SILER, HELEN GEORGE	SILER, HELEN GEORGE		506 CAROLINA MEADOWS VILL		CHAPEL HILL, NC 27517	Proration	0023419028	ZXS6154	AUTHORIZED	95831848	Refund Generated due to proration on Bill #0023419028-2017-0000-00
SMITH, NELSON EUGENE	SMITH, NELSON EUGENE		10 COTTON ST		PITTSBORO, NC 27312	Proration	0034058248	CH69475	AUTHORIZED	95831204	Refund Generated due to proration on Bill #0034058248-2018-0000-00
STAFFORD, ROBERT LEE	STAFFORD, ROBERT LEE		110 DOWINGTON LN		CARY, NC 27519	Proration	0039415981	PHH5813	AUTHORIZED	142584522	Refund Generated due to proration on Bill #0039415981-2018-0000-00
THOMAS, AUDREY ALLEN	THOMAS, AUDREY ALLEN		300 RUSTIC LN		SANFORD, NC 27330	Proration	0031455467	BBP5958	AUTHORIZED	95928716	Refund Generated due to proration on Bill #0031455467-2017-0000-00
THOMAS, REBECCA LEIGH	THOMAS, REBECCA LEIGH		2380 GREAT RIDGE PKWY		CHAPEL HILL, NC 27516	Proration	0039734486	BEH7717	AUTHORIZED	95092394	Refund Generated due to proration on Bill #0039734486-2017-0000-00



North Carolina Ver

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

	Refund Reason	Create Date	Authorization Date
ie	Tag Surrender	10/29/2018	10/29/2018 3:32:26 PM
ie	Vehicle Sold	10/29/2018	10/29/2018 10:46:45 AM
ie	Vehicle Sold	10/11/2018	10/11/2018 4:05:36 PM
ie	Vehicle Sold	10/30/2018	10/30/2018 1:03:02 PM
ie	Vehicle Sold	10/12/2018	10/12/2018 12:40:28 PM



North Carolina Ver

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$4.62)	\$0.00	(\$4.62)
07	Tax	(\$0.76)	\$0.00	(\$0.76)
			Refund	\$5.38
00	Tax	(\$13.22)	\$0.00	(\$13.22)
21	Tax	(\$9.12)	\$0.00	(\$9.12)
			Refund	\$22.34
00	Tax	(\$23.93)	\$0.00	(\$23.93)
23	Tax	(\$13.34)	\$0.00	(\$13.34)
23	Vehicle Fee	(\$30.00)	\$0.00	(\$30.00)
			Refund	\$67.27
00	Tax	(\$32.29)	\$0.00	(\$32.29)
06	Tax	(\$6.30)	\$0.00	(\$6.30)
			Refund	\$38.59
00	Tax	(\$8.93)	\$0.00	(\$8.93)
07	Tax	(\$1.46)	\$0.00	(\$1.46)
			Refund	\$10.39



Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
THOMAS, RODNEY JAMES	THOMAS, RODNEY JAMES		2986 MONCURE PITTSBORO RD		MONCURE, NC 27559	Proration	0040864145	FCN7853	AUTHORIZED	95056328	Refund Generated due to proration on Bill #0040864145-2017-0000-00
TIMPY, SEAN ROBERT	TIMPY, SEAN ROBERT	TIMPY, KRISTIN DOLORES	358 OLD PIEDMONT CIR		CHAPEL HILL, NC 27516	Proration	0034115983	EFB7906	AUTHORIZED	95609908	Refund Generated due to proration on Bill #0034115983-2017-0000-00



North Carolina Ver

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	10/11/2018	10/11/2018 3:39:18 PM
ie	Vehicle Sold	10/24/2018	10/24/2018 1:39:03 PM



North Carolina Ver

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$58.53)	\$0.00	(\$58.53)
06	Tax	(\$11.42)	\$0.00	(\$11.42)
			Refund	\$69.95
00	Tax	(\$17.86)	\$0.00	(\$17.86)
07	Tax	(\$2.93)	\$0.00	(\$2.93)
			Refund	\$20.79
			Refund Total	\$2904.46

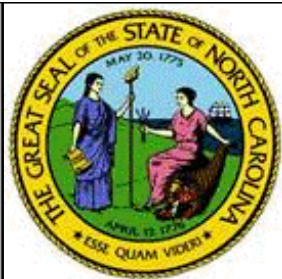


North Carolina Ver

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

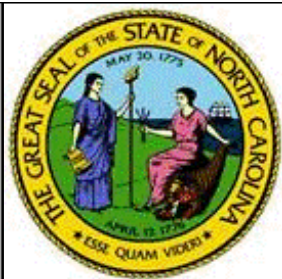
Tax Jurisdiction	District Type	Net Change
00	COUNTY	(\$2,135.29)
21	CITY	(\$197.57)
23	CITY	(\$365.13)
01	FIRE	(\$14.01)
03	FIRE	(\$1.09)
04	FIRE	(\$6.40)
05	FIRE	(\$0.47)
06	FIRE	(\$32.54)
07	FIRE	(\$157.46)
09	FIRE	(\$0.12)
10	FIRE	\$5.62
Total		(\$2,904.46)



North Carolina Ver

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

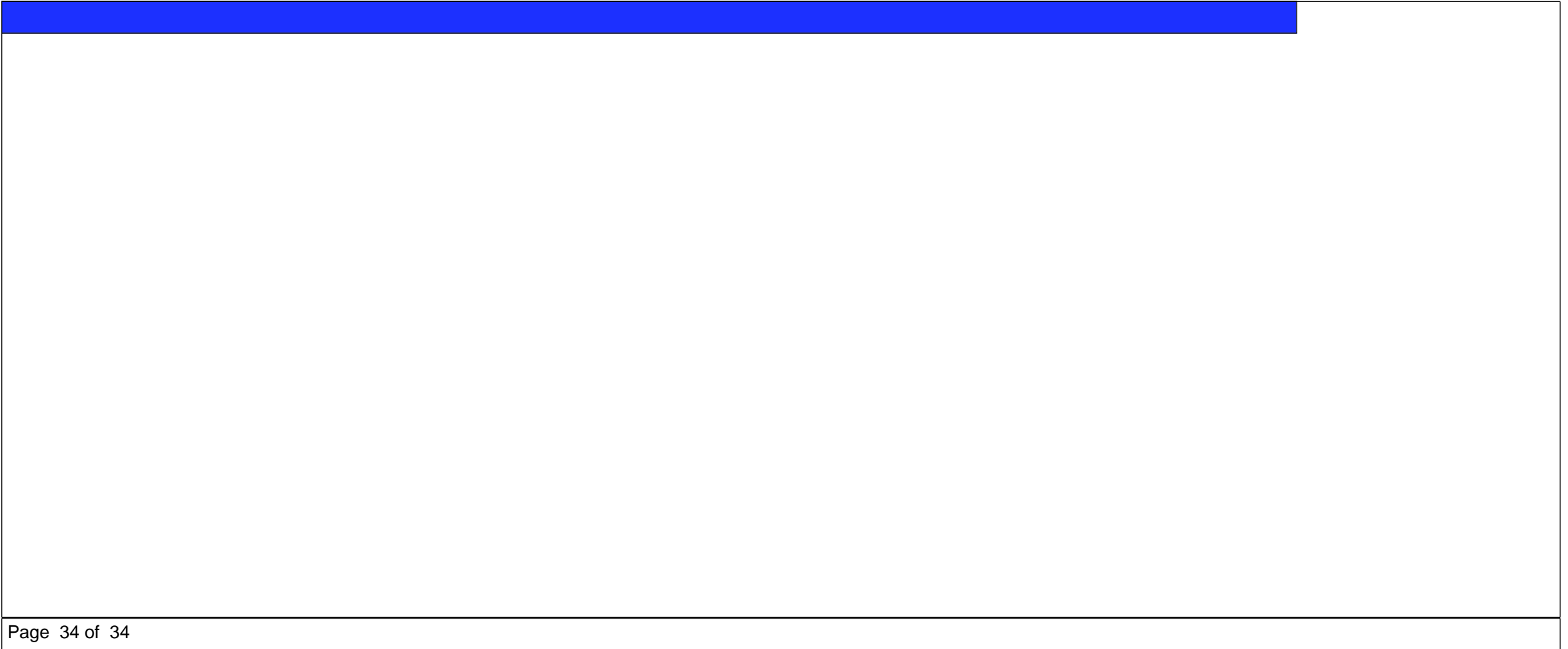


North Carolina Ver

NCVTS Pending

Report Date 11/2/2018 10:42:52 AM

Report Parameters



Manual Refunds for VTS payments

Taxpayer Name	Street Address	City	State	Zip
LEHMAN, SCOTTIE DALE	1713 SINGING SOUND W.	SILER CITY	NC	27344-1601
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
88.81	72.11			160.92	5/12/2018
81.41	66.10	0.00		147.51	5/31/2019

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	

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	

Turn in Date	# months	District #
6/22/2018	11	202

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: 18-2847

Agenda Date: 11/19/2018

Version: 1

Status: Agenda Ready

In Control: Board of Commissioners

File Type: Appointment

Agenda Number:

Vote on a request to approve the appointment of Tenita Solanto to the Agriculture Advisory Board.

Action Requested: Vote on a request to approve the appointment of Tenita Solanto to the Agriculture Advisory Board.

Introduction & Background: The Agriculture Advisory Board request to appoint Tenita Solanto to fill Wesley Hancock's vacancy. Ms. Solanto's term will expire June 30, 2020.

Discussion & Analysis:

How does this relate to the Comprehensive Plan: N/A

Budgetary Impact: N/A

Recommendation: Motion to approve the appointment of Tenita Solanto to the Agriculture Advisory Board.



Chatham County, NC

Text File

File Number: 18-2853

Agenda Date: 11/19/2018

Version: 1

Status: Agenda Ready

In Control: Board of Commissioners

File Type: Appointment

Agenda Number:

Vote on a request to approve the appointment of Sara Collier to the Climate Change Advisory Committee.

Action Requested: Vote on a request to approve the appointment of Sara Collier to the Climate Change Advisory Committee.

Introduction & Background: The Climate Change Advisory Committee recommends the Board of Commissioners appoint Sara Collier to fill Jessica Oliver's vacancy. Ms. Collier's term will expire June 30, 2019.

Discussion & Analysis:

How does this relate to the Comprehensive Plan: N/A

Budgetary Impact: N/A

Recommendation: Motion to approve the appointment of Sara Collier to the Climate Change Advisory Committee.



Chatham County, NC

Text File

File Number: 18-2843

Agenda Date: 11/19/2018

Version: 1

Status: Public Hearing

In Control: County Manager's Office

File Type: Agenda Item

Recommended FY20-26 Capital Improvements Plan (CIP) Public Hearing

The Recommended FY20-26 (CIP) was presented to the Board of Commissioners on November 5, 2018. Copies were made available at all branches of the library and on the county website the following day.

This public input session is intended to let commissioners obtain public input on the CIP before discussing it.



2020-2026 RECOMMENDED CIP

5 November 2018

What is the CIP?



- Capital Improvements Program/Plan
- The county's long-term plan for important improvements
- The beginning of the budget process
 - ▣ The operating effects of the Approved CIP will inform the budget process
 - ▣ The required debt service contribution will be set
 - ▣ The required capital reserve contribution will be set

County's Process



- County **staff presents a recommended capital improvements** program (CIP) on November 5; copies of the document the will be available the next day in county's 3 libraries and on the website
- **Public input is an important goal** of the Board of Commissioners, so that is the **first step** in reviewing the plan and the purpose of the public hearing; the public hearing is **November 19**
- Following public input Commissioners will hold a work session **November 27** beginning at 9:30 am to review plan in detail
- Staff's goal is an adopted **revised** plan **December 17**

Overall Strategy



- Find the best way to schedule and fund critical needs
- Be cautious with debt-funded projects until impact of significant future projects and of future growth is known
 - ▣ Construction of additional schools
 - ▣ Shared western intake and water plant
 - ▣ County complex master plan
 - ▣ Chatham Park
- Continue a capital reserve for pay-as-you-go projects, instead of relying on an annual appropriation

Funding Strategy



- Fund large, needed facilities through debt:
 - ▣ School debt to be repaid from **impact fees**, lottery proceeds, debt reserve, and restricted sales tax
 - ▣ Other debt to be repaid from 7.7 cents on tax rate going into reserve
 - ▣ Debt model is based on these funding sources
- Fund smaller needs through capital reserve, funded up front

Despite Funding Strategy



- ❑ Construction industry experts continue to warn of significant cost increases due to economic growth and impact of recent hurricanes on building costs and labor availability
- ❑ If bids come in well over budget, the debt model and capital reserve will be impacted

New Debt-funded Projects



- Emergency Communications Radio System Upgrade and Emergency Operations Center Expansion
- Both were future projects in prior CIPs
- Additional 1.5 cents would need to be added to the debt-model

Substantial Changes from Last Year—Schools



- Chatham Grove Elementary School [+3,791,698]
- Seaforth High School [+9,376,058]
- Central Services Building [+5,028,177]

Substantial Changes from Last Year—County Buildings



- Animal Shelter Expansion and Renovation [+971,574]

Additional New Projects



- Schools - Resurfacing of Tracks [+474,480]
- Chatham County Detention Center Second Generator [+627,739]

Additional Future Projects



- Schools - New Elementary School in Chatham Park
- County Complex Master Plan
- Chatham County Agriculture & Conference Center Phase II
- Technology – Expand County Network/Broadband

A Word about AAA



- The county's diligent planning contributed to the bond rating:
 - AAA from Standard and Poor's
 - Aa1 from Moody's
- These ratings mean that the county is in a very competitive position in the debt market, as demonstrated in our recent borrowing:
 - Interest rate 3.056732%

Next Steps



- Public hearing on November 19 (regular meeting)
- Work session on November 27, 9:30 am
 - ▣ If you have questions that you want addressed in depth at the work session, please email us and we will be sure to prepare it for you
- Adoption at regular meeting on December 17 (depending on outcome of work session)



Chatham County, NC

Text File

File Number: 18-2833

Agenda Date: 11/19/2018

Version: 1

Status: Agenda Ready

In Control: Planning

File Type: Agenda Item

Agenda Number:

A Legislative Public Hearing to consider County-initiated rezonings of 12 selected businesses in the formerly unzoned portion of Chatham County.

Action Requested:

A Legislative Public Hearing to consider County-initiated rezonings of 12 selected 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.

For the first round of business rezoning cases that were processed earlier this year, 52 parcels were requested by their owners to be rezoned, 20 parcels were requested to remain in their current zoning district, and 180 parcels’ owners did not respond to the letter regarding rezoning. 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. Of the 52 properties considered for rezoning 49 were approved and 3 were denied (click the following link for more information about those rezoning cases - <http://www.chathamnc.org/government/departments-programs/planning/rezonings-subdivision-cases/2018-items/businesses-rezoning-52-properties>). Since the first round of business rezonings cases was initiated, staff has received requests to rezone an additional 17 properties.

Planning staff is now ready to move forward with a County-initiated rezoning of the additional 17 business properties and this request includes 12 parcels that are used for business purposes or have been in the past. A GIS web application (<https://chathamncgis.maps.arcgis.com/apps/webappviewer/index.html?id=8a3a205b2dbd41459379332f46537df3>) has been created identifying the properties

that have the potential for rezoning, and the list of the 17 parcels requested to be rezoned has been included as an attachment. It should be noted that Planning staff may receive more requests for eligible business properties to be rezoned in the future and we will bring those forward for a third and final round of county initiated rezonings. Based on staff's prior conversations with the board, we will be contacting the property owners who have not responded to the offer to rezone their property and offer them one final chance to have their property rezoned at no cost to them.

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 forward to the Planning Board for a recommendation.



Chatham County, NC

Text File

File Number: 18-2845

Agenda Date: 11/19/2018

Version: 1

Status: Agenda Ready

In Control: Planning

File Type: Agenda Item

Agenda Number:

A Legislative Public Hearing to consider County-initiated rezonings of 5 parcels in the formerly unzoned portion of Chatham County.

Action Requested:

A Legislative Public Hearing to consider County-initiated rezonings of 5 parcels 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.

For the first round of business rezoning cases that were processed earlier this year, 52 parcels were requested by their owners to be rezoned, 20 parcels were requested to remain in their current zoning district, and 180 parcels’ owners did not respond to the letter regarding rezoning. 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. Of the 52 properties considered for rezoning 49 were approved and 3 were denied (click the following link for more information about those rezoning cases - <http://www.chathamnc.org/government/departments-programs/planning/rezonings-subdivision-cases/2018-items/businesses-rezoning-52-properties>). Since the first round of business rezonings cases was initiated, staff has received requests to rezone an additional 17 properties.

Planning staff is now ready to move forward with a County-initiated rezoning of the additional 17 business properties and this request include 5 parcels that are currently approved for a mining operation. A GIS web application (<https://chathamncgis.maps.arcgis.com/apps/webappviewer/index.html?id=8a3a205b2dbd41459379332f46537df3>) has been created identifying the properties

that have the potential for rezoning, and the list of the 17 parcels requested to be rezoned has been included as an attachment. It should be noted that Planning staff may receive more requests for eligible business properties to be rezoned in the future and we will bring those forward for a third and final round of county initiated rezonings. Based on staff's prior conversations with the board, we will be contacting the property owners who have not responded to the offer to rezone their property and offer them one final chance to have their property rezoned at no cost to them.

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 forward to the Planning Board for a recommendation.



Chatham County, NC

Text File

File Number: 18-2834

Agenda Date: 11/19/2018

Version: 1

Status: Public Hearing

In Control: Planning

File Type: Agenda Item

A Legislative Public Hearing for a text amendment request for the Chatham County Zoning Ordinance, specifically Section 10.13 Table of Permitted Uses, Churches and other places of worship to be changed from P+ Permitted to be required to obtain an approved Conditional Use Permit in order to locate in R-1, R-2, and R-5 Residential zoning districts.

Action Requested:

A Legislative Public Hearing for a text amendment request for the Chatham County Zoning Ordinance, specifically Section 10.13 Table of Permitted Uses, Churches and other places of worship to be changed from P+ Permitted to be required to obtain an approved Conditional Use Permit in order to locate in R-1, R-2, and R-5 Residential zoning districts.

Introduction & Background:

Discussion & Analysis:

How does this relate to the Comprehensive Plan:

Recommendation:



Chatham County, NC

Text File

File Number: 18-2835

Agenda Date: 11/19/2018

Version: 1

Status: Public Hearing

In Control: Planning

File Type: Agenda Item

Agenda Number:

A Legislative Public Hearing request from Holmes Oil Co. to rezone Parcel No. 70153 being approximately 5.783 acres, located off US 64 E, from R-1 Residential to General Use Neighborhood Business, New Hope Township.

Action Requested:

A Legislative Public Hearing request from Holmes Oil Co. to rezone Parcel No. 70153 being approximately 5.783 acres, located off US 64 E, from R-1 Residential to General Use Neighborhood Business, New Hope Township.

Introduction & Background:

Discussion & Analysis:

How does this relate to the Comprehensive Plan:

Recommendation:



Chatham County, NC

Text File

File Number: 18-2832

Agenda Date: 11/19/2018

Version: 1

Status: Board Priorities

In Control: Planning

File Type: Agenda Item

Agenda Number:

Vote on a request by F-L Legacy Owner, LLC for subdivision Final Plat approval of **The Legacy at Jordan Phase 4A2-B** consisting of 29 lots on 8.06 acres, located off SR-1716, Big Woods Road, parcel 92463.

Action Requested:

Vote on a request by F-L Legacy Owner, LLC for subdivision Final Plat approval of **The Legacy at Jordan Phase 4A2-B** consisting of 29 lots on 8.06 acres, located off SR-1716, Big Woods Road, parcel 92463.

Introduction & Background:

Zoning: R-1 with a Conditional Use Permit for a Planned Unit Development

Watershed District: WSIV-Protected & Jordan Lake Buffer Area

Water Source: public, Chatham County

Sewer Source: private, waste water treatment plant

Road type: private, paved

Within the 100 year flood plain: No floodable area in Phase 4A2-B

Reviewed: Under pre-2008 Subdivision Regulations

The Legacy at Jordan Lake Subdivision was approved by the Board of County Commissioners on March 15, 2004 as a Planned Unit Development for a cluster development. Modifications were made to the plan in 2005 to add 50.6 acres and change the number of lots to 463. The project is approved for 463 lots on 626 acres with an amenity center. Phase One received final plat approval in December 2005 for 105 lots. Phases Two and Three, consisting of 114 lots received preliminary / final plat approval in 2006. In 2011, the developer submitted a request to the Board of County Commissioners to relinquish the final plat approvals for Phases Two and Three (undeveloped); to recombine the 114 lots with the remaining undeveloped portion of the property into one parcel of land containing 402 acres; and to allow Phases Two and Three to revert to their approved preliminary plat status as of November 20, 2006. The BOC approved the request on November 7, 2011. The Resolution Accepting The Voluntary Relinquishment of Final Plat Approvals of The Legacy at Jordan Lake, Phase Two and Three is recorded in Deed Book 1593, Page 272. The recorded recombination plat can be viewed at Plat Slide 2011, Pages 199 & 200 and at Plat Slide 2012, Page 10. The resolution stated that the recreation fees and the water availability fees previously paid by the developer

would be retained by the county and credited toward any similar fees incurred by the developer in future submittals until December 31, 2015 or any later date required by an amendment to the Permit Extension Act.

To date 281 lots have received final plat approval. The tennis courts, playground, clubhouse and pool have been completed. The clubhouse and pool opened to the residents on September 9, 2017. *As part of a 2014 CUP revision, the completion date for the entire project is December 31, 2020.*

Discussion & Analysis:

The request before the Board is for final plat approval of The Legacy at Jordan Lake, Phase 4A2-B consisting of 29 lots on 8.06 acres with a financial guarantee. Phase 4A2-B received preliminary plat approval from the Board of Commissioners on September 18, 2017. The final plat conforms to the approved preliminary plat. The pre-2008 Subdivision Regulations allow a final plat to be submitted with a financial guarantee when a minimum of 40% of the total cost of improvement have been completed and when the public health and/or safety will not be endangered. Mitch Craig, PE, CE Group, submitted a cost letter with the final plat submittal certifying that 82% of the required infrastructure had been completed; that all roadways are private and will be constructed to NCDOT standards; that the waterline installation has been completed; and that the roadways are accessible to emergency vehicles. An updated cost letter may be submitted if additional work has been completed prior to recordation of the final plat to reduce the amount of the financial guarantee. The county attorney will review and approve the form of the contract and financial guarantee.

The roadways in The Legacy are private and to be constructed to meet NCDOT's Standards and Specifications, but not reviewed or approved by NCDOT. A third party testing agency has been retained to provide testing and certification. Those records will then be provided to the homeowners' association (HOA). Per Note 12 on the plat, maintenance of the private roads is the sole responsibility of The Legacy at Jordan Lake HOA, Inc.

Per Note 13 the maintenance of all park, common and meadow areas are the sole responsibility of The Legacy at Jordan Lake HOA, Inc.

The Technical Review Committee met on September 12, 2018 to review the request. Staff had no concerns or questions.

The submittal meets the requirements of the Subdivision Regulations.

There was one condition of preliminary plat approval as follows:

1. The road name 'Two Creeks Loop' be shown on the final plat.

This condition has been met.

Planning Board Discussion

The Planning Board reviewed this item during their October 2, 2018, meeting and discussion included private roads being released to the Homeowners Association, how many Pre-'08 developments are still under construction, and connectivity between

subdivisions. Board members also had concerns that the stream buffer widths and stormwater pond weren't shown on final plat. The developer agreed to place the stormwater ponds on the plat. Steep slopes were also a concern, and untreated stormwater running into Jordan Lake through the streams within the development. Discussion included that with steep slopes there's no volume control or treatment before water runs into a stream and over time erosion can occur that's destructive to streambanks. Stormwater could be redirected to flow into a stormwater pond instead of eroding the steep slopes. Board members commented that this is a pre-'08 development and this is a concern with developments that are allowed to proceed under old regulations. Pre-'08 developments are not subject to the county's stormwater ordinance. The developer responded that the development was approved without stormwater, but they voluntarily agreed to an extra 50' buffer and construct stormwater devices as part of the conditional use permitting process. A number of planning board members expressed concern about stormwater runoff in pre-'08 developments. The Planning Board considered a motion to approve the application with the following conditions: 1) add the stormwater pond location on the plat and 2) note #11 be revised to include additional information about maintenance responsibilities. The motion failed by a vote of 2-7 and an alternate motion was not offered.

Staff received a letter dated October 19, 2018, from Mitch Craig, P.E. with CE Group. Mr. Craig gave background information stating that Legacy at Jordan Lake was originally approved by the Chatham County Board of Commissioners on March 15, 2004 as a Planned Unit Development. In 2005 the prior owners voluntarily provided 100' buffers on all streams, but at the time the State and Chatham County's requirement were 50' buffers on streams within Protected Area and 100' buffers on streams within the Critical Area. In 2008, stormwater regulations were enacted and the prior owners voluntarily agreed to provide stormwater management facilities consistent with the regulation at the time for non-residential projects. Low-density residential projects didn't exist at the time and non-residential requirements were to draw down 1/2" stormwater.

The letter also included the following information:

Chatham County Erosion and Sedimentation Control Ordinance states the following:

§ 164.06 SLOPE STANDARDS.

(A) The county's GIS data shall be used to determine and indicate where steep, moderate and gradual slopes exist on a slopes map. Where the accuracy of these data is in question by the applicant, an on-site topographic survey may be provided to the county by a state registered land surveyor or a professional engineer licensed by the state to demonstrate compliance with this section. The county GIS map or on-site topographic survey must be submitted with the initial erosion and sedimentation control plan or prior to obtaining a residential lot disturbance permit pursuant to § 164.13.

(B) All land-disturbing activity for which an erosion and sedimentation control plan has not been approved prior to December 2, 2008 that requires a plan or a residential lot disturbance permit must meet the following slope standards.

(1) Steep slopes.

(a) No land-disturbing activity in excess of 5,000 square feet shall occur on any steep slope, except to the extent it is necessary and otherwise permitted by state law to be used for septic system needs, or for roadway crossings or

(b) utilities, where no practicable alternative exists; provided, however, that this limitation shall not apply to subdivision lots which have sketch, preliminary or final approval prior to December 2, 2008.

(b) All land-disturbing activity that will be permitted within areas of steep slopes as defined by this chapter and identified on the county GIS map must include the following standards on the erosion and sedimentation control plan and all sitework must conform to these standards.

Mr. Craig stated, "Per the above section of the Erosion and Sediment Control Ordinance and the attached email (dated October 11, 2018) from the Watershed Protection Director, Phase 4A2B is not required to adhere to this portion of the Ordinance".

Included with the letter was a steep slopes exhibit for this phase of the subdivision indicating that a total of 3% of the steep slopes were cleared and graded.

Mr. Craig concluded the letter by stating the voluntary stormwater controls on the project have been designed to capture concentrated flows from all roadways and lots draining to the roads. There are some lots within each phase that are below road grade and cannot drain to the roadway system. Most instances, roof top and driveway runoffs discharge into grass areas within the back yards which is referred to as disconnected runoff. This is conveyed across open space and through buffers into existing streams as non-concentrated flow. Stormwater ponds are sized to overtreat the watershed, taking into account the impervious coverage of the entire phase, regardless of whether the runoff actually is directed to the water quality measure. This approach of over treating and use of disconnected runoff is consistent with all subdivision projects in Chatham County including those subject to the current stormwater regulations.

How does this relate to the Comprehensive Plan:

The property is located in an area designated as Compact Residential. The designation is based on the existing approved Planned Unit Development for a cluster development.

Recommendation:

The Planning Board considered a motion to approve the final plat request which failed by a vote of 2 - 7. The Planning Department recommends granting final plat approval of The Legacy at Jordan Phase 4A2-B with the following conditions:

1. The county attorney shall review and approve the contract and financial guarantee prior to final plat recordation.
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. The final plat cover sheet, shall include Phase 5A3
4. The stream buffers shall be noted as part of the common area.
5. The stormwater pond shall be shown on final plat.

