



**COUNTY OF DARE**  
PO Box 1000, MANTEO, NC 27954

**DARE COUNTY BOARD OF COMMISSIONERS**

Dare County Administration Building  
954 Marshall C. Collins Dr., Manteo, NC

**Monday, November 18, 2019**

**“HOW WILL THESE DECISIONS IMPACT OUR CHILDREN AND FAMILIES?”**

**AGENDA**

- 5:00 PM**      **CONVENE, PRAYER, PLEDGE OF ALLEGIANCE**
- ITEM 1**      Opening Remarks - Chairman's Update
- ITEM 2**      Presentation
- ITEM 3**      Albemarle Commission
- ITEM 4**      Public Hearing - Proposed Schedules, Standards and Rules for Real Property Appraisal
- ITEM 5**      Public Comments
- ITEM 6**      Dare County Department of Health & Human Services Public Health Division  
Resolution in Support of Building Community Resilience in Dare County
- ITEM 7**      Medical Plan Update
- ITEM 8**      Consent Agenda
- 1. Approval of Minutes (11.04.19)
  - 2. Memorandum of Understanding between United States Coast Guard Sector  
North Carolina and Dare County
  - 3. Tax Collector's Report
  - 4. DHHS - Social Services Division Budget Amendment
- ITEM 9**      Commissioners' Business & Manager's/Attorney's Business

**ADJOURN UNTIL 9:00 A.M. ON DECEMBER 2, 2019**



*Opening Remarks - Chairman's Update*

**Description**

Dare County Chairman Robert Woodard will make opening remarks.

**Board Action Requested**

Informational Presentation

**Item Presenter**

Chairman Robert Woodard



*Presentation*

**Description**

Presentation made by Sheriff J. D. "Doug" Doughtie

**Board Action Requested**

None - presentation made

**Item Presenter**

Sheriff J. D. "Doug" Doughtie



*Albemarle Commission*

**Description**

Presentation made by Melody Wilkins, Executive Director of Albemarle Commission

**Board Action Requested**

None - presentation made

**Item Presenter**

Melody Wilkins, Executive Director



# The Albemarle Commission

Founded in 1969 by the General Assembly

## *Mission:*

Improve member governments ability to enhance quality of lives of citizens.

## *Objective:*

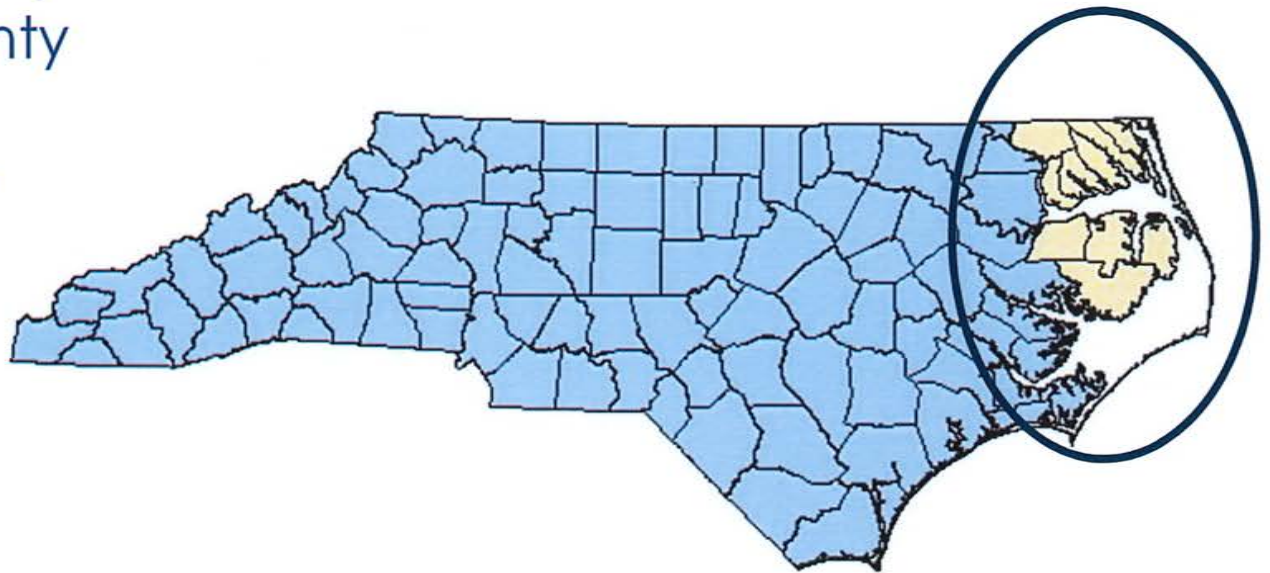
Designed for the purpose of providing continuous program of comprehensive assistance to the Region. Promote intergovernmental cooperation in establishing a framework for joint Federal, State and local efforts in a program of regional development.

## *Represent:*

Counties of Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

# Proudly Serving

- Camden County
- Chowan County
- Currituck County
- Dare County
- Gates County
- Hyde County
- Perquimans County
- Pasquotank County
- Tyrrell County
- Washington County



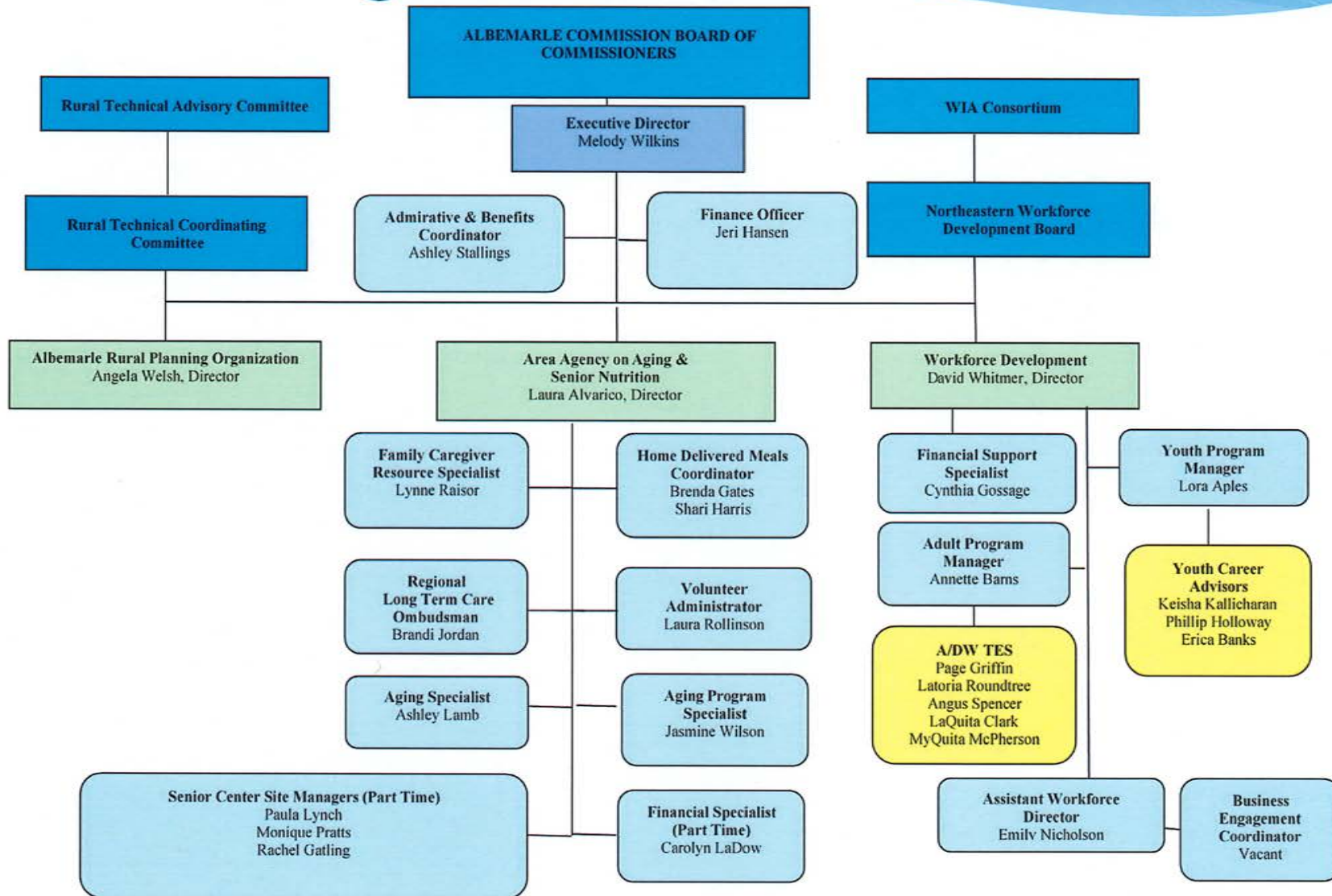
# Albemarle Commission Board Composition

- Ten (10) total “Commissioner” Delegates appointed by each of the member government’s governing board that stay on the board until resignation, or no longer hold office as an elected member of their member government’s governing board.
- Four (4) At-Large Members which rotate off the board every two (2) years.
- One (1) Immediate past chair serving as Ex-Officio, non-voting member for one (1) year unless they can be and are appointed as a Commissioner Delegate or an At-Large Delegate.



# Albemarle Commission

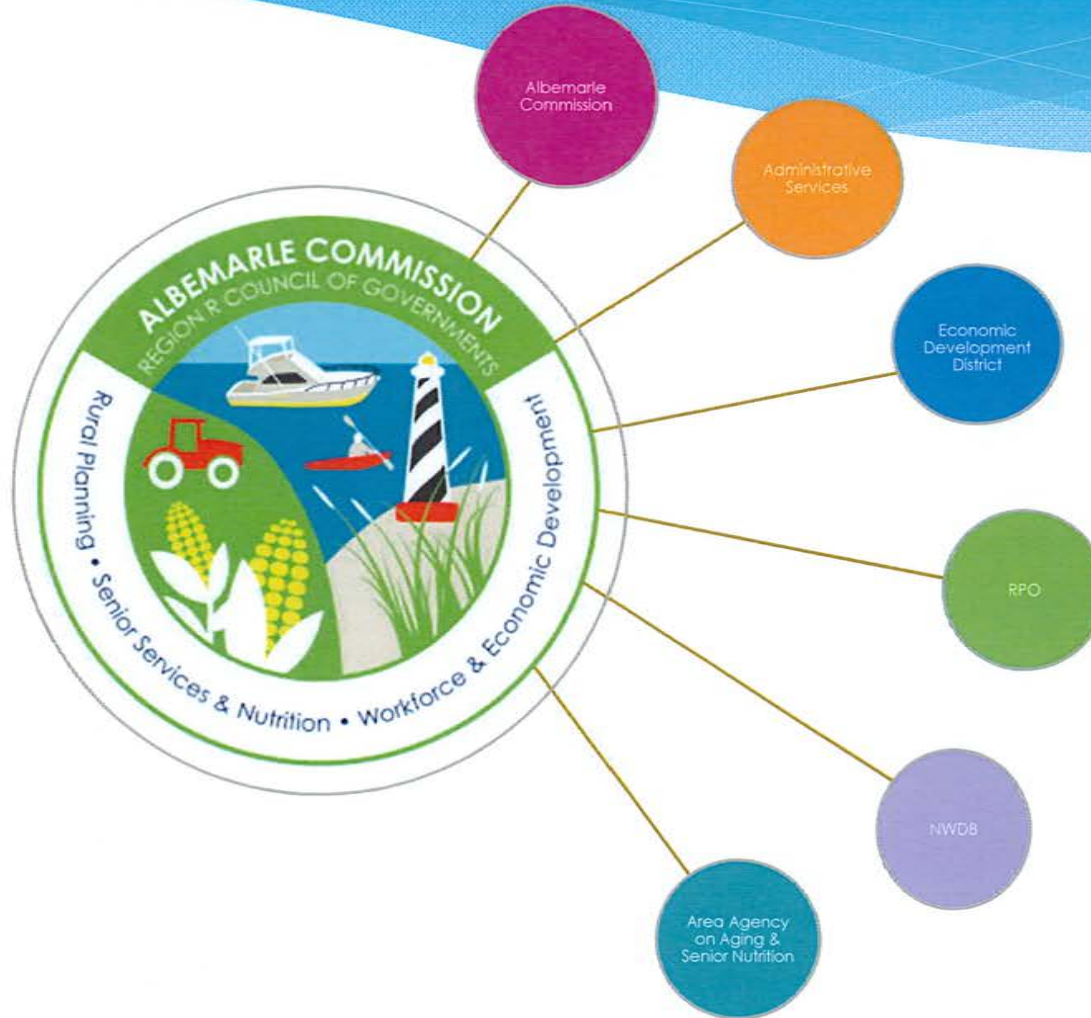
## Organizational Chart



# Albemarle Commission Programs



# Albemarle Commission Programs



# Albemarle Commission Programs



**Albemarle  
Commission**

- Albemarle Rural Planning Organization
- Area Agency on Aging
- Economic Development District
- General Administrative Services
- Northeastern Workforce Development Board

# Albemarle Commission Programs

## Administrative Services

- Convener for the region to share challenges, opportunities and solutions
- Retreat Facilitation
- Project Coordination
- Education Seminars (planning, local government, economic development, HR, trends)
- Regional Legislative Agenda

# Albemarle Commission Programs



## Economic Development District

- Federal Economic Development District for EDA
- Coordinate and implement economic development activities in the District.
- Work closely with all local governments in the Region and assist grant applicants.
- Development and implementation of Comprehensive Regional Economic Development Strategy (CREDS)

# Albemarle Commission Rural Planning Organization

- Represents ten (10) Counties and 15 Towns
- Largest RPO in the State
  - Develop multi-model transportation plans.
  - Prioritize transportation projects.
  - Forum for public participation.
  - Provide transportation related information to local governments and other interested organization.

# Albemarle Commission Programs



NWDB

- Manage 3 Certified NCWorks Career Centers and 9 other outpost sites
- Youth Programs including OJT, Real World Experience, Youth Summit, Paid Work Experiences and fund costs of education
- Adult Dislocated Worker Programs with education and job placement support
- Coordinates the Certified Work Ready Communities Program
- Business Services Support



# Albemarle Commission Workforce Development

- Youth Program Services including tutoring: 602 Services
- Adult & Dislocated Worker services: 224 Individuals
- Business Services: 770 Business
  
- Total Services Provided: 64,093 Services
- Total Individuals Receiving at least 1 service: 7,257 Individuals

\* Data is for PY 2018 (07/01/2018-06/30/2019).

# Albemarle Commission Programs

## Area Agency on Aging & Senior Nutrition

- Area Agency on Aging
- Senior Nutrition Program
- Senior Games
- Evidence Based Health Programs and Assistance
- Family Caregiver Programs
- Regional Ombudsman for Long Term Health Care Centers

# Albemarle Commission Senior Nutrition

- \* USDA Approved Meals

- Five (5) days a week, except for Holidays and the week between Christmas and New Year.
- Shelf ready meals are provided during this time, as well as during inclement weather events (i.e. hurricanes).

Congregate Meals:

- \* Meals Served – 40,566
- \* Number of Recipients – 705

Home Delivered Meals:

- \* Meals Served – 75,464
- \* Number of Recipients – 539

Meals Served:	116,030
Number of Recipients:	1,244

# Albemarle Commission Area Agency on Aging

- Medical Transportation 174 clients / 3,074 trips
- General Transportation 705 clients/ 13,484 trips
- Adult Day Health Care 30 clients/ 2,076 days
- In-Home Aide 259 clients/ 42,172 hours
- Respite Care 24 clients/ 4,277 hours  
(in-home and institutional)
- Liquid Nutritional Supplements 11 clients/ 105 cases
- Incontinent Supplies 5 clients/ 295 units
- Legal Assistance 172 clients/ 464 hours
  
- \* Ombudsman Program (Care Center Liaison) 425 Services Provided
- \* Senior Games (does not include Dare County): 406 Participants
- \* Family Caregiver: 100+ Clients

Are there any questions?



# Thank you!



Melody Wilkins  
Executive Director  
Phone: (252) 404-7094  
[mwilkins@albemarlecommission.org](mailto:mwilkins@albemarlecommission.org)

[www.albemarlecommission.org](http://www.albemarlecommission.org)



*Public Hearing - Proposed Schedules, Standards and Rules for Real Property Appraisal*

**Description**

A public hearing is required pursuant to N.C.G.S. § 105-317 to receive comments regarding the Proposed Schedules, Standards and Rules for Real Property Appraisal to be used for the 2020 countywide property revaluation effective January 1, 2020.

**Board Action Requested**

Hold a Public Hearing

**Item Presenter**

Robert Outten, County Manager  
Greta Skeen, County Assessor & Hosea Wilson, Asst. County Assessor

## COUNTY OF DARE



### PUBLIC HEARING NOTICE

The proposed schedules, standards, and rules to be used in appraising real property for the Dare County 2020 property revaluation have been submitted to the Dare County Board of Commissioners and are available for public inspection at the following locations: County Assessor's Office, Dare County Justice Center, 962 Marshall C Collins Drive, Manteo; The Fessenden Center, 46830 Highway 12, Buxton. An electronic copy is available online at [www.darenc.com](http://www.darenc.com). The Dare County Board of Commissioners will hold a public hearing on the proposed schedules, standards, and rules in the Board of Commissioners Meeting Room, 954 Marshall C Collins Drive, Manteo, on Monday, November 18, 2019, at 5:30 p.m.

This 4<sup>th</sup> day of November 2019  
Robert Woodard, Sr., Chairman  
Dare County Board of  
Commissioners







*Dare County Department of Health and Human Services  
Public Health Division  
Resolution in Support of Building Community Resilience in Dare County*

**Description**

Resolution in support of raising awareness and building resilience to Adverse Childhood Experiences and Adverse Community Environments.

**Board Action Requested**

Adopt resolution.

**Item Presenter**

Roxana Ballinger and Nancy Griffen, Children & Youth Partnership



## **Resolution**

### **Supporting Building Community Resilience in Dare County**

**WHEREAS**, Adverse Childhood Experiences and Adverse Community Environments, also known as the Pair of ACEs, impact the overall quality of life and economic development of an entire community, affecting all races, genders, and education and income levels; and

**WHEREAS**, more than 67% of the US adult population report at least 1 ACE and nearly 25% experience 3 or more ACEs before age 18; and

**WHEREAS**, the more ACEs children experience the more likely they are to suffer learning and health problems resulting from toxic stress; and

**WHEREAS**, the ability to not only survive but to thrive in the face of adversity is built on Resilience, which is critical to health and well-being; and

**WHEREAS**, Building Community Resilience is about creating and strengthening a network of buffers and supports that help children, families and whole communities to “bounce forward” in the face of adversity; and

**WHEREAS**, systems, organizations and communities can prevent and counteract lasting harm by becoming trauma-informed, reducing families’ sources of stress, providing children and adults with positive, responsive relationships and strengthening the core life skills we all need to adapt and thrive;

**THEREFORE, BE IT RESOLVED**, that the Dare County Board of Commissioners recognizes November 18-November 24 as Resilience Week in Dare County and supports the ongoing collaborative efforts of Be Resilient OBX to raise awareness about, build capacity to intervene in, and support recovery from the impact of ACEs and toxic stress.

This the 18<sup>th</sup> day of November, 2019.

---

Robert Woodard, Chairman

Attest:

---

Cheryl C. Anby, Clerk to the Board



*Medical Plan Update*

**Description**

A presentation on Dare County's medical plan including plan performance, health initiatives and the Employee Wellness Clinic.

**Board Action Requested**

none

**Item Presenter**

Elizabeth Reilly, HR Director  
Mark Browder, Mark III Employee Benefits  
Sarah Kershner, The Center for Health Living



# MEDICAL PLAN UPDATE

---

Plan Performance/Health Initiatives



November 18, 2019



Discussion Items:

- 2018 – 2019 Plan Performance
- Risk Score
- Outer Banks Hospital Services
- Biometric Results
- Keys to Success
- Cost Savings and Outreach
- New Offerings and Location



## Financial:

- For the 2018 – 2019 Plan Year, the Plan trended up 9%, at standard trend, but was in a positive financial position. Trend was driven by high claimants.
- Based on some high claimants leaving the Plan, there was no increase in Budgeted Rates for 2019 – 2020.
- Emergency Room:
  - 22% reduction in ER cost year-over-year for Plan participants.
  - 22% reduction in avoidable ER encounters.
  - 5% reduction Inpatient Medical Admissions.
- Preventive Screenings
  - Mammogram compliance remains steady at 66% compliant.
  - Colonoscopy compliance has improved from 35% to 42%.
  - Routine/Preventive Office Visits compliance remains steady at 48%.



## Predicted Cost:

For the employees with **continuous enrollment** across the 24-month period:

- Actual total MARA risk score as of 6.30.19 was **127 points lower** than the predicted MARA risk score from the prior year which represented a **9% reduction in risk score**.
- This indicator shows that this participant population migrated to a lower level of risk in the most recent 12 months.
- MARA **predicted** this set of participants would incur **\$6,457,497** in total paid in the 12 month period 7.1.18 – 6.30.19.
- **Actual total paid** for this set of participants for the same time period is **\$6,212,772** (or an **improvement of 4%** compared to the predicted cost from the prior year).





## **Our Mission**

To enhance the quality of life for the residents and visitors of Dare County and the surrounding region by promoting wellness and providing the highest quality healthcare services.

## **Our Commitment**

- Our Community
- Population Health
- Build Consumer Confidence
- Provide Care Locally





## Our Team

- Amy Montgomery, Senior Administrator of Operations Direction and Oversight
- Sarah Kershner, RN, Wellness & Occupational Health Service Line Leader and Tobacco Treatment Specialist
- Marielle Silk, Mid-level Provider, Certified Lifestyle Medicine Provider and Tobacco Treatment Specialist
- Denise DePedro, Duke Trained Health Coach and Tobacco Treatment Specialist
- Andie Stauffer, Registered Nurse
- Kaylee Thomas, Point of Service Specialist/
- Robin South, Diabetes and Stroke Nurse Na
- Jackie Hall, Registered Dietician
- New space/Clinic location





## Dare County Wellness Program:

- Prevention and Wellness
- Convenience Care
- Occupational Health
- Health Coaching
- Community Resources and Support
- Outreach and Education
- Diabetes Education and Support
- Nutrition Counseling
- Tobacco Cessation





# Top Health Risks for Dare County Employees



- **Weight** →
  - Cardiovascular Disease, Hypertension, Diabetes
  - Male – Waist greater than 40 inches – 51%
  - Female – Waist greater than 35 inches – 57%
- **Cholesterol** →
  - Coronary Artery Disease, Stroke
  - 17% have high cholesterol
- **Blood Pressure** →
  - Heart Disease, Stroke, Heart Failure, Kidney Disease
  - 30% have high blood pressure
- The primary source for many of these health conditions is obesity.



## Biometric Screening Modifications

- Health Education/Disease Prevention Driven
- Screening process changed based on feedback from employees
- Increased access to appointments
- Increased privacy
- Locations changed and clinic utilized
- 614 employees participated
- One on One Attention
- Staffing done by Clinic Employees and OBH RNs
- Each Employee with Identified Risk Factors based on biometric screening results met with Clinic Provider, Health Coach or Dietician Face to Face
- Goals: early detection, disease prevention, education and lifestyle changes





## Biometrics:

- 67 employees did not meet passing criteria at 2018 biometric screenings
- 35 employees did not meet criteria in 2019
- Hypertension: 178 members had high blood pressure in 2018. 16 of these members **(9%)** no longer have high blood pressure in 2019.
- Pre-Diabetics: 50 members were pre-diabetic in 2018. 23 of these members **(46%)** are no longer pre-diabetic.
- Diabetes: 40 members had diabetes in 2018. 15 of these members **(8%)** no longer have diabetes in 2019.
  - A1c: For members with diabetes, A1c **decreased** by 9.7 points overall or an average of 0.26 points per person.
- Tobacco: 73 members were tobacco users in 2018. 16 of these members longer use tobacco in 2018.





## Keys To Success

- The Right Team
- Employee Buy-in & Trust
- Data and Trends
- Consistency
- Relationship with County Human Resources
- Integration of Services
- Partnership with Dare County Health Department



## Key Stats

- Clinic Opened September 26, 2016
- Clinic Available to Full Time Benefitted Employees, Spouses and Retirees under age 65; 1170 eligible as of December 2017
- Total Visits FY19 1,726 September 2018-October 2019



## Wellness and Outreach

- Focus on Healthy Eating/Lifestyle Changes
- Stroke Education
- Stress Reduction
- Bi-monthly newsletter







## Quality

- Referrals to PCP and other specialists
- Collaboration with Primary Care offices; sharing of patient care information
- Electronic Medical Records
- Confidential treatment/medical advice
- Early Identification of Chronic Disease
- Access to Dietician and Nurse Navigator
- No co-pay; removes barriers to care
- Workman's Comp collaboration and consistency
- Early return to work





### Making a Difference

I would like to sing the praises of the Center for Healthy Living at the OBH. This center is such a wonderful benefit for Dare County Employees. As soon as I walked in I was greeted by caring people and I knew I was in the right place. Marielle Silk is my hero. Her diagnosis was spot on and within an hour of my first visit, I was pain free and on my way to complete healing.

I have also visited the Wellness Center for various other needs. The staff is outstanding, knowledgeable, kind, caring, friendly, upbeat, positive and professional. At my most recent visit, every single member of the staff I encountered was incredibly considerate and kind. Sarah was very supportive and concerned. Once again, Marielle so very helpful and addressed my immediate situation, got me started on a new path and went out of her way to set me up with a new primary care provider. She also arranged for me to meet with Denise De Pedro, the Health Coach, who is incredibly helpful and seems to know just what I need.

As I follow up at the Wellness Center, I am always greeted by a group of the most wonderful people I could ever hope to encounter in any kind of professional office. Marielle, Sarah, Denise and Kaylee are shining stars. Thank you Dare County for making this resource available to employees. Their services are invaluable: the health assessment, flu shots (wellness checks and sick visits performed by this awesome staff of professionals is one of the very best benefits Dare County has to offer.

Sincerely,

Susan







*Consent Agenda*

**Description**

1. Approval of Minutes (11.04.19)
2. MOU between US Coast Guard Sector North Carolina and Dare County
3. Tax Collector's Report
4. DHHS - Social Services Division Budget Amendment

**Board Action Requested**

Approval

**Item Presenter**

Robert Outten, County Manager



*Approval of Minutes*

**Description**

The Board of Commissioners will review and approve their previous Minutes, which follow this page.

**Board Action Requested**

Approve Previous Minutes

**Item Presenter**

Robert Outten, County Manager



# County of Dare

P.O. Box 1000 | Manteo, NC 27954

---

## MINUTES

### DARE COUNTY BOARD OF COMMISSIONERS MEETING

Dare County Administration Building, Manteo, NC

9:00 a.m., November 4, 2019

Commissioners present: Chairman Robert Woodard, Vice-Chairman Wally Overman, Steve House, Jim Tobin, Danny Couch, Ervin Bateman

Commissioner absent: Rob Ross

Others present: County Manager/Attorney, Robert Outten  
Deputy County Manager/Finance Director, David Clawson  
Master Public Information Officer, Dorothy Hester  
Clerk to the Board, Cheryl C. Anby

A full and complete account of the entire Board of Commissioners meeting is archived on a video that is available for viewing on the Dare County website [www.darenc.com](http://www.darenc.com).

At 9:02 a.m. Chairman Woodard called to order the regularly scheduled meeting with appropriate prior public notice having been given. He invited Rev. Tom Wilson to share a prayer, and then he led the Pledge of Allegiance to the flag.

#### ITEM 1 – OPENING REMARKS – CHAIRMAN’S UPDATE

Following is a brief outline of the items mentioned by Chairman Woodard during his opening remarks, which can be viewed in their entirety in a video on the Dare County website.

- He met with Dr. Michelle Flynn Osborne, the Chief Deputy Commissioner for the NC Department of Insurance in an event concerning the insurance rate situations for residences. He met again with Dr. Osborne and staff and would be bringing a public hearing for feedback at a later date.
- He attended a meeting where Dr. Davies presented the 2019 Health & Human Services Community Assessment Report. She would be providing more information to the Board.
- Met with Dean Sweeney, from the COA, and Ronnie Sloan, of Outer Banks Hospital, to talk about partnering on some long-term goals with our facilities at the COA. He had a conference call with COA architect to review our architectural preferences and demolition of the old structures may begin by December.
- He thanked Vice-Chairman, Commissioner Ross and County Manager for attending the Raleigh conference to continue the networking on “essential” housing issues for the County. He reiterated the Board’s commitment provide essential housing for citizens.
- Reminded everyone to vote tomorrow.

**ITEM 2 – PRESENTATION OF COUNTY SERVICE PINS**

- 1) Bernice Jardel received a 10-year pin from Hollie Meekins.
- 2) Carol Saunders received a 35-year pin from David Clawson, Finance Director.

**ITEM 3 – EMPLOYEE OF THE MONTH – November, 2019**

Bob Bostain, Dare County’s HVAC technician, received the Employee of the Month award from Shanna Fullmer who described how Mr. Bostain was an asset to the County and his department. Some co-workers described him as a “great guy with a positive outlook”. Ms. Fullmer noted his dedication with reflection of one particular occasion when Mr. Bostain diagnosed problems while he was supposed to be on vacation.

**ITEM 4 – RECOGNIZING NORTH REVERSE OSMOSIS PLANT OPERATOR, CHRIS WARD**

Pat Irwin announced Chris Ward, who is assigned to the North Reverse Osmosis Plant in Kill Devil Hills, had received the C-Well Certified Operator of the Year Award from the North Carolina Waterworks Operators Association. Mr. Irwin noted Mr. Ward had demonstrated outstanding ability and expertise with the KDH plant. Mr. Outten added it was a significant achievement for Mr. Ward to be recognized with this state-wide award.

**ITEM 5 – PUBLIC COMMENTS**

At 9:26 a.m. the Manager outlined the procedure for making public comments in Manteo and via the video link to the Fessenden Center Annex in Buxton. Following is a summary of all citizen remarks, which can be viewed in their entirety in a video on the County website:

*The following comments were made in Manteo:*

1. Charles Parker, a resident of Kill Devil Hills, spoke regarding the proposed purchase of Pamlico Jacks by the Outer Banks Visitor’s Bureau. He felt the numbers presented by the consultant did not “add up”. They project in five years there would be 128 events at the center, which is two and a half events a week.

*The following comments were made in Buxton:*

2. Virginia Elhoff read a letter from Kyle Perry, President of Brigands’ Bay Homeowners Association, regarding the homeowners’ concerns regarding the lack of fire hydrants in their subdivision. Treasure Court had five more houses built and if a fire began the proper number of hydrants needed to be installed. She added water pressure was also a concern.

The County Manager closed Public Comments at 9:36 a.m.

**RECESS: 10:05 a.m. – 10:16 a.m.** (technical difficulties with presentations of Items 6 & 7)

**ITEM 6 – DC DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLIC HEALTH DIV.- CHALK ABOUT MENTAL HEALTH INITIATIVE FOR SUICIDE PREVENTION**

Dr. Sheila Davies, Rebecca Woods and Kelly Nettnin presented an update on the Chalk Talk program. Dr. Davies shared the video which reflected various “chalk talk” messages. Kelly Nettnin, Public Information Officer, spoke about the Breaking Through Task Force, thanked the Board for their support noting they were able to complete the entire campaign for under \$100. Next year they hope to include additional activities and are in the process of establishing a website, “breakthestigmaobx.com”. Rebecca Woods shared the subject of

mental health was historically an uncomfortable issue although it was the 11<sup>th</sup> leading source of death in North Carolina and the 8<sup>th</sup> in Dare County. The project made a difference and the conversations need to continue to provide education to both adults and children.

**ITEM 7 – DARE COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES SOCIAL SERVICE DIVISION – VETERANS’ AFFAIRS UPDATE ON VETERANS’ PROGRAM**

Patty O’Sullivan, Chairman of the Dare County Veteran’s Advisory Board, presented an update on the Veterans’ Programs. In her primary job, she meets with veterans and makes sure they get the services available. She has a local office, but she also meets veterans at their homes if necessary. This year she met with over 2,000 veterans with assistance in filing for healthcare enrollment, claims and other related issues.

**ITEM 8 – PUBLIC HEARING: FINAL ASSESSMENT RESOLUTION, LESLIE LANE, AVON, NC**

At 9:36 a.m. the Board held a Public Hearing to receive input concerning this agenda item. The Manager outlined the procedure for making public comments in Manteo and via the video link to the Fessenden Center Annex in Buxton. Following is a summary of all citizen remarks, which can be viewed in their entirety in a video on the County website:

*The following comments were made in Manteo:*

1. Larry Culpepper, owner of 4017 Leslie Lane, explained he currently had water through a spaghetti line. Originally he was told the cost of the water main was \$1136 with payments spread over ten years. The price was now projected as an additional \$4,000 and he was not willing to proceed. He had already paid the impact fee, which he understood covered the cost of infrastructure. He wanted to know why they did not have infrastructure for a water system connection.

*The following comments were made in Buxton:*

2. Jay Mastro, a resident of Leslie Lane explained he had paid the hookup fee for water. Initially the fee for this project was quoted around \$1,000, which he felt was reasonable. Now the quote for the project was \$5,000 for each owner, which was not practicable. He also noted there were also current water pressure issues and they lacked fire hydrants closer to the residents on Leslie Lane.
3. Zack Watson, also a resident Leslie Lane, was involved with the initial meeting reflecting a \$1,035 quote for the water line. The recent letter brought concerns with a higher quote. Dare County had taken over the water system some time ago and he felt the County had done a great job though upgrades were needed. He had been to other places in the County where spaghetti lines had been upgraded and he wanted to know if the cost had been passed on to citizens or absorbed by County.
4. Laurel Gropper, owner of several lots on Leslie Lane relayed she had received the quote of \$1,136 only to have a new estimate six months later. She questioned if there were grants available to have the line ran without making the homeowner wholly responsible. She noted the area also needed another fire hydrant.

The County Manager closed the Public Hearing at 9:47 a.m.



Chairman Woodard addressed Mr. Watson noting he had brought up some good concerns. The County Manager advised the water department ran on its own revenues and the funds generated paid for the expenses of making the water. He stated there were some subdivisions that chose to have wells when they were developed instead of placing infrastructure for water. He explained the initial estimate had been based on another project. The updated assessment was produced after open market bidding on the project had been done. Those who paid impact fees would not have to pay again. The Assessment would be amortized over seven years, as past projects. He summarized the options were to either (1) stop and not do the project if Leslie Lane owners objected; (2) move forward and put the water in; or (3) discuss subsidizing the project in part or whole. He made the suggestion the Board take action at this time to allow additional conversations with Pat Irwin and the Leslie Lane owners to discuss costs, timing and how to possibly make the project work. The consensus of the Board was to take no action at this time.

**ITEM 9 – DARE COUNTY TOURISM BOARD REQUEST CONSENT EXPENDITURE FROM LONG TERM RESTRICTED FUND LINE ITEM 4525 (Att. # 1)**

Lee Nettles, Executive Director of the Outer Banks Visitors Bureau, presented the request for the Board's consent to the expenditure from their long-term restricted fund for the purchase of the site known as Pamlico Jacks. The purchase would add to the available parking and allow the opportunity, per the consultant's recommendation, for indoor events, concerts, consumer shows, and other events. Commissioner Tobin commented the Tourism Board currently owned seven parcels with five adjacent to the site and two across the street. He had calculated a value of 7.39 million for those parcels. Mr. Nettles indicated this purchase brought the total to \$10 million for land ownership. Commissioner Tobin questioned the report's projection of a yearly loss of \$250,000. Mr. Nettles responded the project operating expenses would be covered by the Tourism Board and typically centers experienced a deficient until stabilized while they provide economic impact with increased direct and indirect spending. Commissioner Tobin questioned what plans had been made to return the investment previously made on the initial purchase of \$2.1 million. Mr. Nettles replied the Tourism Board had discussed the matter at length with intent to buy out the investment. Chairman Woodard inquired whether with the current parking issue if there were any plans to demolish the DQ to provide additional parking. The purchase provided sixty new parking spaces shared with the adventure course. The DQ was part of the rental contract.

Chairman Woodard commented the Advisory Board would be looking at the consultant's recommendations in follow-up meetings. Mr. Nettles explained 150 annual events would be scheduled in the next five years with the 30,000 square foot building subdivided to provide for multiple event spaces. The consultant's report recommends several options to include a hotel from the private sector, and the existing kitchen could be used for catered events.

**MOTION**

Vice-Chairman Overman motioned to consent to the expenditures totaling \$3,150,000 for Long Term Restricted Fund for the purchase of property located at 6708 S Croatan Hwy, Nags Head, NC, as additional use for The Soundside Event Site.

Commissioner Bateman seconded the motion.

VOTE: AYES unanimous

**ITEM 10 – PRESENTATION OF THE 2020 SCHEDULES, STANDARDS, AND RULES FOR REAL PROPERTY APPRAISAL (Att. #2)**

Greta Skeen, County Assessor, and Hosea Wilson, Assistant County Assessor provided the 2020 Schedules, Standards and Rules for Real Property Appraisal which is available for public inspection. It outlined the methods and procedures used for evaluation beginning January, 2020 and consisted of several years of market review and research. Mr. Wilson explained the Dare County Tax Department currently consisted of twelve employees, ten of whom were certified appraisers. He noted there were 43,500 designated properties in the County and 90% were residences. After public hearing on November 18, the schedules would be presented for adoption on December 2, 2019 with a thirty-day period of appeal. Commissioner Tobin mentioned several citizens had commented to him the reevaluation of their homes had already been done. Mr. Wilson advised the process began in 2017 and would continue up to January, 2020 with notices going out in February, 2020.

**MOTION**

Commissioner House motioned to set a Public Hearing for November 18, 2019 at 5:30 p.m. Commissioner Tobin seconded the motion.

VOTE: AYES unanimous

**ITEM 11 – CONSENT AGENDA**

The Manager announced the items as they were visually displayed in the meeting room.

**MOTION**

Commissioner Tobin motioned to approve the Consent Agenda:

- 1) Approval of Minutes (10.21.19) **(Att. # 3)**

Commissioner House seconded the motion.

VOTE: AYES unanimous

**ITEM 12 – BOARD APPOINTMENTS**

- 1) Health and Human Services Board

Vice-Chairman Overman motioned to appoint Dr. Daniel L. Jones as Optometrist and to reappoint both Tim Shearin, for the at-large seat, and Dr. James Woodson, as dentist. Commissioner Bateman seconded the motion.

VOTE: AYES unanimous

- 2) Older Adult Services Advisory Council

Commissioner Tobin motioned to appoint Amber Jennings to fill the “Mainland” vacancy and to reappoint Lynne Bloomfield.

Vice-Chairman Overman seconded the motion.

VOTE: AYES unanimous

- 3) Upcoming Board Appointments

The upcoming Board appointments for December, 2019, January and February, 2020 were announced.

**ITEM 13 – COMMISSIONERS’ BUSINESS & MANAGER’S/ATTORNEY’S BUSINESS**

Commissioners and the County Manager frequently make extensive remarks, which can be viewed in their entirety in a video on the Dare County website. Following is a brief summary of the items mentioned by Commissioners during this segment:

#### Commissioner Tobin

- He attended the Older Adult Services Advisory Council meeting which went well.
- Went to quarterly MOA meeting in New Bern to discuss dredge site issues

#### Commissioner House

- He would be attending the Working Watermen's Commission meeting later in the month and would provide follow-up information.
- Attended the National Scenic Byways meeting which provided there were interesting things coming in the future and he would provide updates as available.
- He noted two items for a review of "today in history" (1) Fifty-two American diplomats and citizens were held hostage from U.S. Embassy in Tehran for 444 days beginning November 4, 1979; and (2) Veterans' Day history background

#### Vice-Chairman Overman

- He congratulated and thanked the Service Pin recipients, the Employee of the Month along with Chris Ward for their quality service to the County.
- The housing conference in Chapel Hill provided good information and one take away was the importance of the availability of tax credits to builders facilitating the construction of essential housing. The UNC School of Government has expertise with these projects and can be hired to help through the process.

#### Commissioner Bateman

- He went to the insurance meeting with Dr. Michelle Osborne and noted concern with the updated flood maps giving citizens the ability to drop their flood insurance policies to save money. He cautioned against this practice and requested that Dorothy Hester put out additional information on the website so the community would be more aware of the dangers in dropping their flood coverage.

County Manager Outten added the new flood maps did not take the stats from Hurricanes Hermine or Michael. In five years, when the maps are reviewed with this information added, those owners who cancelled their flood policies would become required to insure their properties again. They would not get the subsidized rate they had previously, but would have higher rates.

#### Commissioner Couch

- He attended the American Shoreline Beach conference in Myrtle Beach which provided technical information regarding coastal resiliency
- He would be attending the North Carolina BIWA (North Carolina Beach, Inlet and Waterway Association) meeting in Wrightsville Beach.
- The Cape Hatteras Anglers Club Tournament would be November 6-8 with 125 teams of six men each coming from all over the eastern seaboard.

### **MANAGER'S/ATTORNEY'S BUSINESS**

Mr. Outten presented the Priority Dispatch Corporation agreement for Board approval and to allow the County Manager to execute the three-year term agreement for software used with the dispatch system.

**MOTION**

Commissioner Couch motioned to approve the execution of the Priority Dispatch Agreement by the County Manager.

Commissioner Tobin seconded the motion.

VOTE: AYES unanimous

Mr. Outten mentioned the Monarch Beach Club of Dare, which provided programs for developmental and intellectual disabilities, needed to be move out of the old COA building in order to move forward with demolition. Monarch would be relocated to the old Kellogg building with a five-year lease to include a 90-day termination clause, in the event the County had a need for the building. The County would assume responsibility for maintenance and there would be a Public Hearing in November to bring the lease for approval. He needed the authority to move forward with the lease and to set the Public Hearing.

**MOTION**

Commissioner House motioned to move forward with the lease and set Public Hearing for relocation of the Monarch Beach Club of Dare to the old Kellogg Supply building with authority of County Manager to execute the final lease.

Vice-Chairman Overman and Commissioner Bateman seconded the motion.

VOTE: AYES unanimous

Mr. Outten explained Avon had been asking for a beach nourishment study and Southern Shores was also working on a project. Typically \$250,000 was allocated to the towns to perform these studies and he asked for authorization from the Board for the expenditure of \$250,000 to both Avon and Southern Shores for those final studies.

**MOTION**

Vice-Chairman Overman motioned to approve allocation of \$250,000 for each beach nourishment study in Avon and Southern Shores.

Commissioner House seconded the motion.

Vote: AYES unanimous

Mr. Outten noted the MOA between the State and Corps sets forth how money goes to the Corps and as we fund our share; our money goes to the State. The process typically took a month or more and in order to expedite, he asked for authorization to move funds out of the Oregon Inlet Management Funds to the State and Corps as they become needed, as long as he does not exceed limits.

**MOTION**

Vice-Chairman Overman motioned to authorize the County Manager to move funds from the Oregon Inlet Management Funds to the State and Corps as needed without exceeding limits.

Commissioner House seconded the motion.

Vote: AYES unanimous

County Manager mentioned the NC Government School had consultants for a fee and he had asked them to bring us a proposal and they could offer to: (1) provide advice on a long-term multiple-year housing plan (2) specific assessment of plans at Bowsertown (3) or the reactive approach where they provide consult as we do things on our own. They would send proposals and pricing and Vice-Chairman Overman and Commissioner Ross could make some recommendations after they are received.

Mr. Outten advised there was a Building Entry Agreement to be signed for installation of fiber optic line with CenturyLink at the Dare County Community Center. He requested authority to sign the agreement and easement.

**MOTION**

Commissioner Bateman motioned to authorize the County Manager to sign the Building Entry Agreement and Easement for the fiber optic contract with CenturyLink at the Dare County Community Center.

Commissioner Tobin seconded the motion.

VOTE: AYES unanimous

Dorothy Hester referenced there were updated flood maps and there would be a community meeting in March, 2020. More information may be accessed on the Dare County website and at obxfloodmaps.com. She also mentioned there was an updated video to help navigate the services available for the more than 4,000 veterans in the County.

At the conclusion of the meeting, Chairman Woodard asked for a motion to adjourn.

**MOTION**

Commissioner House motioned to adjourn the meeting.

Commissioner Couch seconded the motion.

VOTE: AYES unanimous

At 11:51 a.m., the Board of Commissioners adjourned until 5:00 p.m., November 18, 2019.

Respectfully submitted,

[SEAL]

By: \_\_\_\_\_  
Cheryl C. Anby, Clerk to the Board

APPROVED: By: \_\_\_\_\_  
Robert Woodard, Sr., Chairman  
Dare County Board of Commissioners

**Notes:** Copies of attachments (Att.), contracts, presentations, and supporting material considered by the Board of Commissioners are on file in the office of the Clerk to the Board.

By consensus, the Board agreed to handle some agenda items out of sequential order to accommodate the time specific Public Hearing scheduled for 9:30 a.m. During the meeting, several agenda items involved public comment and each speaker's position has been summarized. Attempts have been made to accurately reflect the spelling of each name as spoken at the podium or based on the legibility of the sign-in sheet.



*Memorandum of Understanding between United States Coast Guard Sector North Carolina and Dare County*

**Description**

Memorandum of Understanding between the United States Coast Guard (USCG) Sector North Carolina and Dare County regarding the use of USCG Station Oregon Inlet's helipad

**Board Action Requested**

Approve the MOU

**Item Presenter**

Chief Jennie Collins

**MEMORANDUM OF AGREEMENT**  
**BETWEEN**  
**UNITED STATES COAST GUARD SECTOR NORTH CAROLINA**  
**AND**  
**DARE COUNTY, NORTH CAROLINA**

1. **PARTIES.** The parties to this memorandum of agreement (MOA) are the United States Coast Guard Sector North Carolina (hereinafter, “USCG” or “Sector North Carolina”) and Dare County, North Carolina.
2. **AUTHORITY.** This MOA is authorized under the provisions of 14 U.S.C. § 701 (formerly, 14 USC §141) and [Dare County Statutes].
3. **PURPOSE.** The purpose of this MOA is to outline the relationship between USCG and Dare County regarding use of USCG Station Oregon Inlet’s helipad located in approximate position 35° 47.72’ N by 75° 32.98’ W.
4. **RESPONSIBILITIES.** USCG and Dare County agree on the following provisions:
  - a. **USCG:**
    - i. The USCG Station Oregon Inlet will maintain the current helipad configuration in a clean, operationally usable condition.
    - ii. In the event of a Dare County helicopter landing request, USCG personnel will conduct a free of debris (FOD) walk down and move vehicles prior to the landing of any helicopter service upon notification.
    - iii. USCG Station Oregon Inlet will also provide access to responding ambulances, emergency vehicles, and personnel to transfer patients and or equipment to and from awaiting aircraft.
  - b. **DARE COUNTY:**
    - i. When requesting use of USCG Station Oregon Inlet’s Helipad site, Dare County will provide a minimum of 30 min notification (if possible) by contacting (252) 441-6260 or (252) 982-6353.
    - ii. Dare County agrees to assume all risks involved with the use of this site and understands that in its current configuration this site HAS NOT been approved or certified by the Federal Aviation Administration (FAA).

5. **REPORTING AND DOCUMENTATION.** Each party shall follow its standard procedures for reporting and documentation in the performance of the responsibilities outlined in this MOA.

6. **POINTS OF CONTACT.**

USCG STATION OREGON INLET:

Highway 12 South  
Nags Head, NC 27959  
(252) 441-6260  
(252) 982-6353

DARE COUNTY:

Dare County Emergency Medical Services, Public Safety Director  
PO Box 1000  
Manteo, NC 27948

7. **OTHER PROVISIONS.**

- a. Nothing in this MOA is intended to conflict with current laws or regulations or the directives of the United States Coast Guard, Department of Homeland Security, City, or Dare County. If a term of this MOA is inconsistent with such authority, that term shall be invalid, but the remaining terms and conditions of this MOA shall remain in full force and effect. No provision shall be interpreted to require obligation or provision of funds in violation of the Anti-Deficiency Act, 31 U.S.C. § 1341.
- b. Nothing in this MOA constitutes (i) an acceptance by either party of any liability for actions taken by the other party pursuant to this MOA or (ii) an agreement to indemnify the other party for actions taken pursuant to this MOA.

8. **EFFECTIVE DATE.** This MOA will become effective upon signature of all of the parties. The date on which this MOA is signed by the last party to sign it will be deemed the effective date of this MOA.

9. **MODIFICATION.** This MOA may be modified only upon the mutual written consent of both parties.



10. **TERMINATION.** The initial term of this MOA will end five years after the effective date. Otherwise, either party may terminate this MOA for any reason upon 30 days written notice to the other party.

Each party is signing this MOA on the date adjacent to that party's signature.

UNITED STATES COAST GUARD  
SECTOR NORTH CAROLINA

Date: \_\_\_\_\_ By: \_\_\_\_\_  
Name: Bion B. Stewart, CAPT  
Title: Sector Commander

DARE COUNTY NORTH CAROLINA

Date: \_\_\_\_\_ By: \_\_\_\_\_  
Name:  
Title:



*Tax Collector's Report*

**Description**

Oct 2019 Discoveries over \$100  
Oct 2019 Releases over \$100  
Oct 2019 Refunds over \$100  
Oct 2019 NCVTS Refunds over \$100

**Board Action Requested**

Approved

**Item Presenter**

Becky Huff, Tax Collector

## Discovery Report for REAL ESTATE and PERSONAL PROPERTY

(Discoveries over \$100.00 )

MONTH: October

DATE RANGE: 10/1/2019 - 10/31/2019

SUBMITTED BY: Becky Huff

<u>Taxpayer Name</u>	<u>Parcel</u>	<u>Bill Yr</u>	<u>Value Discovered</u>	<u>Tax Discovered</u>
RUTER, HENRY WILLIAM	028563004	2019	4,000.00	715.72
CAPE WOODS CAMPGROUND	970498000	2019	13,966.00	105.75
ENVIRONMENTAL PROF INC	980336000	2019	24,337.00	232.91
SLASH CREEK WATERWORK INC	971426000	2019	22,387.00	179.31
CRUM CONSTRUCTION INC	972369001	2019	4,636.00	363.02
KNIGHT, CHRISTOPHER LEE	814234149	2019	15,000.00	101.73
HARRISON BOATWORKS LLC	984659000	2019	8,717.00	883.59
SPM LANDSCAPING INC	975372000	2019	10,250.00	100.36
THE VACATION PROPERTY GROUP LLC	977606000	2019	93,034.00	4,202.45
COMMERCIAL READY MIX PRODUCTS, INC	976836000	2019	93,375.00	3,584.35
LA FOGATA MEXICAN RESTAURANT III	976656000	2019	112,324.00	7,161.23
LA FOGATA II CORPORATION	981166000	2019	38,742.00	1,433.36
COMMERCIAL READY MIX PRODUCTS, INC	976835000	2019	659,084.00	8,514.50
COMMERCIAL READY MIX PRODUCTS, INC	976838000	2019	11,400.00	204.64
HATTERAS REALTY INC	970620000	2019	21,529.00	5,319.40
			<b>1,132,781.00</b>	<b>33,102.32</b>

# Release Report for REAL ESTATE and PERSONAL PROPERTY

(Releases over (\$100.00) )

MONTH: October

DATE RANGE: 10/1/2019 - 10/31/2019

SUBMITTED BY: Becky Huff

<u>Taxpayer Name</u>	<u>Parcel#</u>	<u>Bill Year</u>	<u>Reason</u>	<u>Value Released</u>	<u>Tax Released</u>
RUN HILL APARTMENTS LLC	026999001	2019	Assessed in error	-302,451.00	<b>-2,913.25</b>
ML MARINA LLC	031195002	2019	Value Change	-28,300.00	<b>-237.72</b>
ML MARINA LLC	031195003	2019	Value Change	-28,900.00	<b>-242.76</b>
ML MARINA LLC	031195010	2019	Value Change	-33,000.00	<b>-277.20</b>
ML MARINA LLC	031195011	2019	Value Change	-34,800.00	<b>-292.32</b>
ML MARINA LLC	031195012	2019	Value Change	-23,700.00	<b>-199.08</b>
ML MARINA LLC	031195013	2019	Value Change	-19,000.00	<b>-159.60</b>
ML MARINA LLC	031195014	2019	Value Change	-16,600.00	<b>-139.44</b>
BLOCK, MICHAEL F.	963127000	2019	Acct was to be inactivated for 2019	-47,231.00	<b>-396.74</b>
BEERLI, THOMAS J.	936589000	2019	Duplicate bill	-24,086.00	<b>-222.55</b>
SIMON PAUL AYCOCK	984671000	2018	Owner deceased - boat repossessed	-32,010.00	<b>-165.50</b>
SIMON PAUL AYCOCK	984671000	2019	Owner deceased - boat repossessed	-31,050.00	<b>-160.53</b>
BAILEY, SUSAN KEIL	000501000	2019	OA Exemption	-126,700.00	<b>-1,102.29</b>
OUTER BANKS NEWSMEDIA LLC	972984000	2019	Equipment sold in 2018	-257,846.00	<b>-1,333.07</b>
SYSTEL BUSINESS EQUIPMENT CO., INC	976840000	2019	Assessed amount not updated for 2019	-44,093.00	<b>-370.38</b>
SYSTEL BUSINESS EQUIPMENT CO., INC	976841000	2019	Assessed amount not updated for 2019	-19,108.00	<b>-166.24</b>
HESS, EVERETT B JR	961704000	2019	Boat sold in 2018	-14,909.00	<b>-105.49</b>
ROBERTSON, JAMES G	030642003	2019	Did not own boat	-188,921.00	<b>-4,606.74</b>

## Refund Report for REAL ESTATE and PERSONAL PROPERTY

(Refunds over \$100.00 )

MONTH: October

DATE RANGE: 10/1/2019 - 10/31/2019

SUBMITTED BY: Becky Huff

<u>Taxpayer Name</u>	<u>Parcel</u>	<u>Bill Yr</u>	<u>Reason</u>	<u>Refund Amount</u>
FISCHER, GEORGE R	5960	2017	Overpayment	-107.39
SEA FOAM PROPERTIES	5315	2017	Overpayment	-1,144.81
SEA FOAM PROPERTIES	5315	2017	Overpayment	-313.91
COASTAL RECOVERY SOLUTIONS, INC	7119	2017	Overpayment	-121.58
COBERLY, SHIRLEY B TTEE	000063000	2019	Overpayment	-812.58
MCDONOUGH, JOSEPH B	002169000	2019	Overpayment	-1,636.98
ROPER, DONNIE L	002379005	2019	Overpayment	-525.78
JEZO, MARTINE J	003851000	2019	Overpayment	-1,000.00
MASSEY, MARJORIE H TTEE	003906000	2019	Overpayment	-511.56
ROSEMARY ROSS STEWART REVOCABLE TRI	004067000	2019	Overpayment	-596.54
JOHNSON, DERRICK A	004377000	2019	Overpayment	-539.40
LANE, THOMAS F	006328000	2019	Overpayment	-2,046.33
VOLTZ, JOAN C	008075067	2019	Overpayment	-169.22
SPIVEY NAGS HEAD REAL ESTATE LLC	008703003	2019	Overpayment	-3,702.24
ELSWICK, BRIAN K	011123000	2019	Overpayment	-795.15
SOPHOCLES, ALEXIS L	012144000	2019	Overpayment	-129.83
HOWARD, DENNIS F	012776070	2019	Overpayment	-480.48
REITNAUER, JACK R	013340000	2019	Overpayment	-706.74
HUGHES, DAMEN	014976002	2019	Overpayment	-593.16
GRAY, BARBARA M	015027000	2019	Overpayment	-301.95
MANSON, PAUL R	015945000	2019	Overpayment	-320.10
E K W HATTERAS, LLC	017396000	2019	Overpayment	-846.71
SPIVEY, LUCILLE A TTEE	018262000	2019	Overpayment	-2,863.47
CALHOUN, WALTER W	018334403	2019	Overpayment	-100.00
BEASLEY, BILLY C	018641001	2019	Overpayment	-100.00
KURTZ, STEWART K TTEE	019695000	2019	Overpayment	-1,785.94
EVANS, MICHAEL W TTEE	020378000	2019	Overpayment	-118.27
FELEY, EDWARD C II	020396000	2019	Overpayment	-197.25
DRAGON PROPERTIES, LLC	021264000	2019	Overpayment	-428.60
CORDEIRO, MARK N	023319002	2019	Overpayment	-463.61
FOREMAN, VANESSA	025710000	2019	Overpayment	-233.03
BOCK, HAROLD A JR	026469064	2019	Overpayment	-108.92
E K W HATTERAS, LLC	026536000	2019	Overpayment	-2,375.03
WILES THREE LLC	029109000	2019	Overpayment	-1,197.15
MOON, DANNY R	029991139	2019	Overpayment	-687.12
KOYIADES, CYNTHIA A	030083000	2019	Overpayment	-619.62
ECKERT, DOUGLAS E	030689000	2019	Overpayment	-250.00

Refund Report for REAL ESTATE and PERSONAL PROPERTY

(Refunds over \$100.00 )

MONTH: October

DATE RANGE: 10/1/2019 - 10/31/2019

SUBMITTED BY: Becky Huff

<u>Taxpayer Name</u>	<u>Parcel</u>	<u>Bill Yr</u>	<u>Reason</u>	<u>Refund Amount</u>
OBX BOWLING	976713000	2019	Overpayment	-201.38
OBX BOWLING	976713000	2019	Overpayment	-100.69
OPTIMUMVIEW ENTERPRISES LLC	977723000	2019	Overpayment	-2,242.23
I GOT YOUR CRABS LLC	984120000	2019	Overpayment	-107.25
				<hr/> <b>-31,582.00</b>



# North Carolina Vehicle Tax System

OCTOBER 2019 REFUNDS OVER \$100

## NCVTS Pending Refund report

Report Date 11/7/2019

Payee Name	Primary Owner	Address 1	Address 3	Bill #	Interest Change	Total Change
BRADY, ESCURIDO BRADSHER	BRADY, ESCURIDO BRADSHER	PO BOX 38	FRISCO, NC 27936	0046185392	\$0.00	(\$78.93)
					\$0.00	(\$9.39)
					\$0.00	(\$1.61)
					\$0.00	(\$17.30)
					<b>Refund</b>	<b>\$107.23</b>
GILPIN, DON COURTNEY	GILPIN, DON COURTNEY	510 LIVE OAK LN	MANTEO, NC 27954	0041778343	\$0.00	(\$57.94)
					\$0.00	(\$45.61)
					<b>Refund</b>	<b>\$103.55</b>
GOSS, CHRISTOPHER MICHAEL	GOSS, CHRISTOPHER MICHAEL	103 SHARPE DR	SUFFOLK, VA 23435	0025323802	\$0.00	(\$176.64)
					\$0.00	(\$32.36)
					\$0.00	(\$38.71)
					\$0.00	(\$11.50)
					<b>Refund</b>	<b>\$259.21</b>
					<b>Refund Total</b>	<b>\$469.99</b>

Tax Jurisdiction	District Type	Net Change
C99	COUNTY	(\$313.51)
T10	CITY	(\$45.61)
F05	FIRE	(\$9.39)
F18	FIRE	(\$32.36)
R01	FIRE	(\$1.61)
S99	SPECIAL	(\$56.01)
Y52	SPECIAL	(\$11.50)
<b>Refund Total</b>		<b>(\$469.99)</b>



*DHHS - Social Services Division Budget Amendment*

**Description**

This is to move funds within department to cover the reclassification of three positions:  
- Two Administrative Specialists to Income Maintenance Technicians (Grade 63 to Grade 64); and  
- One Income Maintenance Caseworker to a Sr. Income Maintenance Caseworker (Grade 65 to Grade 67).

**Board Action Requested**

Approve Amendment

**Item Presenter**

n/a



---

# DARE COUNTY

---

## BUDGET AMENDMENT

F/Y 2019/2020

ACCOUNT	CODE			INCREASE	DECREASE
	Org	Object	Project		
<u>Department: DHHS - SSD</u>					
<u>Revenues:</u>					
St & Fed Aid - Admin.	103026	423001		2,973	
 <u>Expenditures:</u>					
Salaries	104610	500200		7,007	
Special Assist. Adults	104612	582800			639
Tax Reliev	104614	582000			3,395

Explanation:

This is to move funds within department to cover the reclassification of three positions. Two Administrative Specialists to Income Maintenance Technicians (Grade 63 to Grade 64) and one Income Maintenance Caseworker to a Sr. Income Maintenance Caseworker (Grade 65 to Grade 67).

**Approved by:**

Board of Commissioners: \_\_\_\_\_

Date: \_\_\_\_\_

County Manager: \_\_\_\_\_

Date: \_\_\_\_\_

(sign in red)

Finance only:

Date entered: \_\_\_\_\_ Entered by: \_\_\_\_\_ Reference number: \_\_\_\_\_



*Commissioners' Business & Manager's/Attorney's Business*

**Description**

Remarks and items to be presented by Commissioners and the County Manager.

**Board Action Requested**

Consider items presented

**Item Presenter**

Robert Outten, County Manager