



COUNTY OF DARE
PO Box 1000, Manteo, NC

**DARE COUNTY BOARD OF COMMISSIONERS
DARE COUNTY ADMINISTRATIVE BUILDING
954 Marshall C. Collins Dr., Manteo, NC
Monday, April 19, 2010**

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

AGENDA

- 5:00 PM** **CONVENE, PRAYER, PLEDGE OF ALLEGIANCE**
- ITEM 1** Public Comments
- ITEM 2** Children & Youth Partnership for Dare County - (C&YP)
- ITEM 3** Road Request - Cliffs of Colington Subdivision Which Includes: Cliffs of Colington Trail, Colington Lane, Colington Court, Colington Woods Trail and Colington Ridge
- ITEM 4** Road Request: Shallow Point Drive
- ITEM 5** Resolution 10-04-15 in Support of Terminal Groin Legislation
- 5:30 PM**
- ITEM 6** Public Hearing
1. Federal Transportation Targeted Transit Assistance Program Grant public comment
- ITEM 7** Consent Agenda
1. Approval of Minutes (3.15.10 -Workshop, 4.5.10-Workshop, & 4.5.10 Regular Meeting)
2. Resolution 10-04-16 of the Dare County Board of Commissioners to Postpone Dare County's Property Revaluation from January 1, 2011 to January 1, 2013
3. Emergency Food and Shelter Budget Amendment
4. Agreement to provide accounting services to Wanchese Community Center District
- ITEM 8** Commissioners' Business
- Manager's/Attorney's Business

ADJOURN UNTIL 9:00 A.M. ON MAY 3, 2010



Children & Youth Partnership for Dare County - (C&YP)

Description

Month of the Young Child and updates from C&YP

Item Presenter

Loretta Michael

Board Action Requested

Adopt proclamation for April 2010 as the Month of the Young Child

**MONTH OF THE YOUNG CHILD
“EARLY YEARS ARE LEARNING YEARS”**

APRIL 2010

**PROCLAMATION
BY THE
DARE COUNTY BOARD OF COMMISSIONERS**

.....

WHEREAS, Children and Youth Partnership for Dare County and other organizations, in conjunction with the National Association for the Education of Young Children, are celebrating the Month of the Young Child, April, 2010; and

WHEREAS, by calling attention to the need for high-quality early childhood services for all children and families within our community, we hope to improve the quality and availability of such services; and

WHEREAS, improving early learning opportunities, which are crucial to the growth and development of young children, builds better futures for our community; and

WHEREAS, connecting parents and families with resources and information enhances the healthy development of Dare County’s young children; and

WHEREAS, public policies that support early learning for all young children are crucial to young children’s futures;

We, the Dare County Board of Commissioners do hereby proclaim April as “The Month of the Young Child” in Dare County, and urge all citizens to recognize and support the needs of young children in Dare County.

This the 19th day of April, 2010.

DARE COUNTY BOARD OF COMMISSIONERS

BY: Warren C. Judge, III
Chairman



*Road Request - Cliffs of Colington Subdivision Which Includes:
Cliffs of Colington Trail
Colington Lane
Colington Court
Colington Woods Trail
Colington Ridge*

Description

See attached Petition

Item Presenter

Bobby Outten

Board Action Requested

Approval of Petition

North Carolina Department of Transportation
Division of Highways
Petition for Road Addition

ROADWAY INFORMATION: (Please Print/Type)

County: Dare Road Name: Cliffs of Colington Trail ^(additional streets on back)
(Please list additional street names and lengths on the back of this form.)

Subdivision Name: Cliffs of Colington Length (miles): 0.4

Number of occupied homes having street frontage: 4 Location 0.5

miles miles N S E W of the intersection of Route 1491 and Route 1219
(Check one) (SR, NC, US) (SR, NC, US)

We, the undersigned, being property owners and/or developers of Cliffs of Colington Tr. in Dare County, do hereby request the Division of Highways to add the above described road.

CONTACT PERSON: Name and Address of First Petitioner. (Please Print/Type)

Name: Gregory Ball Phone Number: 252-475-5831
252-441-3842
Street Address: 105 Cliffs of Colington Trail Kill Devil Hills, NC
27948
Mailing Address: Same

PROPERTY OWNERS

Name Mailing Address Telephone

Jo Wood (President of Cliffs of Colington Homeowners Association)

See attached list of property owners

INSTRUCTIONS FOR COMPLETING PETITION:

1. Complete Information Section
2. Identify Contact Person (This person serves as spokesperson for petitioner(s)).
3. Attach four (4) copies of recorded subdivision plat or property deeds, which refer to candidate road.
4. Adjoining property owners and/or the developer may submit a petition. Subdivision roads with prior NCDOT review and approval only require the developer's signature.
5. If submitted by the developer, encroachment agreements from all utilities located within the right of way shall be submitted with the petition for Road addition. However, construction plans may not be required at this time.
6. Submit to District Engineer's Office.

FOR NCDOT USE ONLY: Please check the appropriate block

- Rural Road
 Subdivision platted prior to October 1, 1975
 Subdivision platted after October 1, 1975

REQUIREMENTS FOR ADDITION

If this road meets the requirements necessary for addition, we agree to grant the Department of Transportation a right-of-way of the necessary width to construct the road to the minimum construction standards of the NCDOT. The right-of-way will extend the entire length of the road that is requested to be added to the state maintained system and will include the necessary areas outside of the right-of-way for cut and fill slopes and drainage. Also, we agree to dedicate additional right-of-way at intersections for sight distance and design purposes and execute said right-of-way agreement forms that will be submitted to us by representatives of the NCDOT. ~~The right-of-way shall be cleared at no expense to the NCDOT, which includes the removal of utilities, fences, other obstructions, etc.~~

General Statute 136-102.6 (see page 29 for Statute) states that any subdivision recorded on or after October 1, 1975, must be built in accordance with NCDOT standards in order to be eligible for addition to the State Road System.

<u>ROAD NAME</u>	<u>HOMES</u>	<u>LENGTH</u>	<u>ROAD NAME</u>	<u>HOMES</u>	<u>LENGTH</u>
Colington Lane	3	240 ft./0.05 miles			
Colington Court	3	214 ft./0.04 miles			
Colington Woods Trl.	4	514 ft./0.10 miles			
Colington Ridge	10	838 ft./0.16 miles			

OWNER NAME	OWNER #2	LOT	MAILING ADDRESSES	TELEPHONE NUMBERS
	HOA	1	P O BOX 7273, KDH, NC 27948	
BALL, GREGORY A.	BALL, ANN GREEN	2	105 CLIFFS OF COLINGTON TRAIL, KDH, NC 27948	441-3842
WISE, BRANT L.	WISE, MARIA P.	3	109 CLIFFS OF COLINGTON TRAIL, KDH, NC 27948	441-0216
WILLIAMS, JAMES M.	WILLIAMS, SANDRA M.	4	P O BOX 3009, KDH, NC 27948	441-1443
KEDZIERSKI, HENRY L.	KEDZIERSKI, JANICE L.	5	117 CLIFFS OF COLINGTON TRAIL, KDH, NC 27948	480-1105
FENYK-KING, ROYANN MICHELE	KING, NORMAN MITCHELL	6	3802 DENSMORE COURT, ALEXANDRIA, VA 22309	703-360-0796
HARRIS, ROGER T.	HARRIS, JOAN	7	125 COLINGTON WOODS TERRACE, KDH, NC 27948	480-3974
BEASLEY, GEORGE THOMAS		8 & 9	129 COLINGTON WOODS TRAIL, KDH, NC 27948	441-1995
DONHAM, JUNE H.		10	201 COLINGTON RIDGE ROAD, KDH, NC 27948	480-6660
WOOLARD, MARION ARNOLD		11	P O BOX 504, KITTY HAWK, NC 27949	
CONOVER, MICHAEL F.	CONOVER, ROBIN E.	12	209 COLINGTON RIDGE ROAD, KDH, NC 27948	
COMER, SEAN ROBERT	COMER, MICHELLE BURNETTE	13	630 FRASER LANE, STAUNTON, VA 24401	540 280 3200
TENANT	BURNETTE, MITCH & LYNN	13		473-9816
TWIDDY, ANNA CLARK		14	217 COLINGTON RIDGE ROAD, KDH, NC 27948	480-2011
BOURNE, GREGORY L.	BOURNE, SUZANNE C L	15	P O BOX 1687, NAGS HEAD, NC 27959	441-4058
FRANCIS, SHANE D.	FRANCIS, HEIDI L.	16	225 COLINGTON RIDGE ROAD, KDH, NC 27948	449-8318
EVERHART, WAYNE A.	EVERHART, KERSTIN H.	17	229 COLINGTON RIDGE ROAD, KDH, NC 27948	441-9189
WALDE, JR., ROBERT A. .		18	232 COLINGTON RIDGE ROAD, KDH, NC 27948	441-0259, cell 599-0107
PEARL, KENNETH	PEARL, CARLEN	19	1029 COLINGTON ROAD, KDH, NC 27948-8020	441-1453
WOOD, GEORGE H.	WOOD, LYNDIA TOLER	20	224 COLINGTON RIDGE ROAD, KDH, NC 27948-8053	441-1171
NELSON, ROBERT D.	NELSON, LAUREN D.	21	220 COLINGTON RIDGE ROAD, KDH, NC 27948	441-6504
FREY, WILLIAM E. (TED)	FREY, KAREN W.	22	132 COLINGTON COURT, KDH, NC 27948	441-7647
PAKULA, TOMASZ	PAKULA, APRIL	23	P O BOX 385, KDH, NC 27948	389-0004
PIPKIN, CHRISTOPHER A.	PIPKIN, ANNE M.	24	124 COLINGTON COURT, KDH, NC 27948	441-7829
BADGER, DAVID W.	BADGER, MELODIE H.	25	528 MT. VERNON STREET, LANSDALE, PA 19446	800-223-7036 x7743 ofc 215-368-302
BUEKER, MARK S.	BUEKER, CARLA M.	26	116 COLINGTON LANE, KDH, NC 27948	441-4696
ANDERSON, JANET D.		27	112 COLINGTON LANE, KDH, NC 27948-8057	480-4664
REYNOLDS III, HAROLD W.	REYNOLDS, JUDY L.	28	108 COLINGTON LANE, KDH, NC 27948	480-3236
DONOHUE, LINDA SORENSEN	DONOHUE, EDWARD M.	29	2376 COLINGTON ROAD, KDH, NC 27948	441-6783
	HOA	30	P O BOX 7273, KDH, NC 27948	
LAWSON GROUP LTD	DRAIN FIELD		373 EDWIN DRIVE, VIRGINIA BEACH, VA 23462	
COLINGTON ISLAND ASSOC.	PETE TURECH			441-5886



Road Request: Shallow Point Drive

Description

See attached petition

Item Presenter

Bobby Outten

Board Action Requested

Approve Petition

North Carolina Department of Transportation
Division of Highways
Petition for Road Addition

ROADWAY INFORMATION: (Please Print/Type)

County: DARE Road Name: SHALLOW POINT DR.
(Please list additional street names and lengths on the back of this form.)

Subdivision Name: ARSOASKINS CREEK SEC 2 & 3 Length (miles): 0.3

Number of occupied homes having street frontage: 12 Location 0.2

miles miles N S E W of the intersection of Route PARK and Route CREEKSIDE
(Check one) (SR, NC, US) (SR, NC, US)
DR DR
SHALLOW POINT DR

We, the undersigned, being property owners and/or developers of ASKINS CREEK SEC 2 & 3 in DARE County, do hereby request the Division of Highways to add the above described road.

CONTACT PERSON: Name and Address of First Petitioner. (Please Print/Type)

Name: NEIL SWARTZ Phone Number: 252-295-6788
Street Address: 42187 SHALLOW POINT DR
Mailing Address: PO Box 836 AVON NC 27915

PROPERTY OWNERS

Name	Mailing Address	Telephone
<u>NEIL & DORIS SWARTZ</u>	<u>PO Box 836 Avon 27915</u>	<u>252-295-6788</u>
<u>John & Eileen Grzhan</u>	<u>9 Poplar Hill Rd, Gardners PA 17324</u>	<u>(717) 528-827</u>
<u>Kenneth + Sharon Kellar</u>	<u>310 Copper Oaks Dr Woodboro MD 21798</u>	<u>301-845-4104</u>
<u>Glenn + JoAnn Adams</u>	<u>306 Sherwood Forest Rd Chesapeake VA 23322</u>	<u>(757) 530-0606</u>
<u>RICHARD B. TISDALE</u>	<u>1212 KINGSWAY DR. CHESAPEAKE VA</u>	<u>757-436-4475</u>
<u>Cliff & Michelle Stathers</u>	<u>41875 Queens Landing Rd. Mechanicsville, MD 20659</u>	<u>301-373-6888</u>
<u>LARRY + VICKIE PRESNELL</u>	<u>420 EMERSON DRIVE, RALEIGH NC 27609</u>	<u>(919) 272-1322</u>
<u>Robert & Cheryl Breckman</u>	<u>1845 Penny Lane, harrison, Va 22949</u>	<u>434-263-5812</u>
<u>Rich + Michelle Pieper</u>	<u>311 JEFFREY LANE, GLEN GARDNER, NJ 08846</u>	<u>908-537-4742</u>
<u>John + Danny Scherman</u>	<u>5611 Cherokee Cir, Pamunkey VA 22025</u>	



Resolution 10-04-15 in Support of Terminal Groin Legislation

Description

The CRC has completed its study and found that terminal groins, in combination with beach nourishment, can be effective at controlling erosion at the end of barrier islands and offered a slate of recommendations for environmental and ecological safeguards that emphasize the responsible use of terminal groins as a tool to control erosion at the end of barrier islands. Legislation giving the Coastal Resources Commission the authority to consider the use of terminal groins in appropriate circumstances (Senate Bill 832) has passed the North Carolina Senate and is eligible for consideration in the 2010 Short Session of the General Assembly. The attached resolution is to acknowledge Dare County's support for Senate Bill 832 and to ask the General Assembly to pass Senate Bill 832 during the short session.

Item Presenter

Bobby Outten

Board Action Requested

Adoption of Resolution 10-04-15

Res. 10-04-15

RESOLUTION IN SUPPORT OF TERMINAL GROIN LEGISLATION

Whereas, the problem of erosion at the end of barrier islands is unique to those areas and continues to pose a genuine threat to public beach access, public and private property, businesses and infrastructure, creating the risk of significant costs in reconstruction and lost tax revenue;

Whereas, North Carolina coastal communities are in need of every responsible beach management tool available to arrive at a long-term solution to the problems caused by shifting inlets;

Whereas, beach nourishment alone has been proven to be ineffective in the inlet areas at the end of barrier islands;

Whereas, the North Carolina General Assembly, in recognition of the significant and unique problems caused by erosion at the end of barrier islands, directed the Coastal Resources Commission to conduct a study of the feasibility and advisability of the use of terminal groins as an erosion control structure;

Whereas, the Coastal Resources Commission has completed its study and found that terminal groins, in combination with beach nourishment, can be effective at controlling erosion at the end of barrier islands;

Whereas, the Coastal Resources Commission further emphasized the need for site-specific analysis to determine the advisability of the use of terminal groins in specific locations;

Whereas, the Coastal Resources Commission further offered a slate of recommendations for environmental and ecological safeguards that emphasize the responsible use of terminal groins as a tool to control erosion at the end of barrier islands;

Whereas, the Coastal Resources Commission and the Division of Coastal Management are the most appropriate entities to consider the numerous issues associated with the site-specific use of terminal groins;

Whereas, legislation giving the Coastal Resources Commission the authority to consider the use of terminal groins in appropriate circumstances, Senate Bill 832, has passed the North Carolina Senate and is eligible for consideration in the 2010 Short Session of the General Assembly;

Now, Therefore, Be It Resolved that the Dare County Board of Commissioners supports prompt consideration and passage of legislation authorizing the Coastal Resources Commission to consider and allow the use of terminal groins, following site specific study as outlined in its recommendations, and urges the General Assembly to act favorably upon such legislation during the 2010 Short Session of the legislature.

Adopted by the Dare Board of Commissioners, this 19th day of April, 2010.

DARE COUNTY BOARD OF COMMISSIONERS

Warren C. Judge, III, Chairman

ATTEST:

Katie V. VanLear
Clerk to the Board



*Federal Transportation
Targeted Transit Assistance Program Grant
(5010, 5016 & 5017)
Elderly and Disabled Persons, JARC, New Freedom
2 year Grant*

Description

Public hearing for comment on the Targeted Transit Assistance Grant. This is a 2 year competitive grant offered by the Federal Government.

Item Presenter

Ben Whitehurst

Board Action Requested

Hear public comments and pass the Public Transportation Program Resolution

PART 4 - Local Share certification for funding

(This form is required for **EACH** separate funding request)

Dare County
(Legal Name of Applicant)

REMINDER: Local matching funds will be required for all application submittals. For projects requiring operating funds, the required match is 50% from non-federal transportation funds. For capital projects the required local match is **20%** from non-federal transportation funds.

Requested Funding Amounts

	Total	Local Share	Local Source(s)
Capital (Vehicles & Other)	\$ <u>80,000</u>	\$ <u>16,000</u> (20%)	1. County Funds 2. 3.
Operating	\$ <u>32,000</u>	\$ <u>16,250</u> (50% of net)	1. County Funds 2. Transit Revenue 3.
TOTAL	\$ <u>201,000</u>	\$ <u>32,250</u>	

I, the undersigned representing (*Legal Name of Applicant*) Dare County do hereby certify to the North Carolina Department of Transportation, that the required local funds will be available as of July 1, 2010, which has a period of performance of July 1, 2010 – June 30, 2012. I further certify that the same local matching funds are not being represented as local match for more than one eligible cost or activity.

Signature of Authorized Official

Dare County Manager / County Attorney

Type Name and Title of Authorized Official

Date

PUBLIC TRANSPORTATION PROGRAM RESOLUTION

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds; and

WHEREAS, the North Carolina Department of Transportation will apply for a grant from the US Department of Transportation, Federal Transit Administration and receives funds from the North Carolina General Assembly to provide assistance for public transportation projects; and

WHEREAS, the purpose of the Section 5310 program is to provide financial assistance for transportation services planned, designed, and carried out to meet the special transportation needs of elderly individuals and individuals with disabilities in all areas—urbanized, small urban, and rural; and

WHEREAS, the purpose of the Section 5316 program is to improve access to transportation services to employment and employment related activities for welfare recipients and eligible low-income individuals and to transport residents of urbanized areas and nonurbanized areas to suburban employment opportunities; and

WHEREAS, the purpose of the Section 5317 program is to reduce barriers to transportation services and expand the transportation mobility options available to people with disabilities beyond the requirements of the ADA of 1990 by providing funding assistance that supports new public transportation services and/or new public transportation alternatives beyond those required by the ADA; and

WHEREAS, NCDOT has been designated as the State agency with principal authority and responsibility for administering the Section 5310 program for all areas—urbanized, small urban, and rural; and

WHEREAS, NCDOT has been designated as the State agency with principal authority and responsibility for administering the Section 5316 and 5317 programs for small urban and rural areas; and

WHEREAS, (Legal Name of Applicant) **Dare County** hereby assures and certifies that it will comply with the federal and state statutes, regulations, executive orders, and all administrative requirements related to the applications made to and grants received from the Federal Transit Administration, as well as the provisions of Section 1001 of Title 18, U. S. C.

NOW, THEREFORE, be it resolved that the (Authorized Official’s Title)* **County Manager** of (Name of Applicant’s Governing Body) **Dare County** is hereby authorized to submit a grant application for federal and state funding, provide the required local match, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide public transportation services.

I (Certifying Official’s Name)* **Katie VanLear** (Certifying Official’s Title) **Clerk to the Board** do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the (Name of Applicant’s Governing Board) **Dare County Board of Commissioners** duly held on the **19th** day of **April**, 2010.

Signature of Certifying Official

****Note that the authorized official, certifying official, and notary public should be three separate individuals.***

Seal Subscribed and sworn to me (date) _____

*Notary Public **

Printed Name and Address

My commission expires (date) _____



PART 3 - Project Description

IMPORTANT - The FTA requires that projects receiving funds under Sections 5310 (Elderly and Persons with Disabilities, Section 5316 (Job Access and Reverse Commute) and Section 5317 (New Freedom) meet the needs that were described in the approved locally developed public transportation human service coordinated plan.

A. PROJECT NEED/GOALS AND OBJECTIVES

1. Describe the target population for whom the unmet transportation needs as listed in the approved local coordinated transportation plan for your area that this project seeks to address.

Answer: The target population for the unmet transportation needs falls into two (2) categories. First, there has been a substantial increase in the request for transportation assistance for the severely disabled population of the county. Second, the local business owners of Dare County have been identified as needing transportation services for employees that currently have limited access to local transportation. This additional service request is currently not being met due to the limitations of the transportation systems vehicle count and manpower. In order to meet the increase for service, the transportation system must reduce or deny service to other indented groups and individuals.

2. Plan Information: **Required:**

Answer:

1	Name of Plan/Title	Albemarle Rural Planning Organization
2	Page Number (where unmet needs are listed)	16
3	Approval Date	May 2009

3. Describe how this project will produce measurable difference(s) in meeting the defined unmet transportation needs.

Answer: This project will create administrative and operational funding to meet the increased transportation needs of the disabled population of Dare County as well as the implementation of three subscription routes to serve this population beyond the regular ridership the Dare County Transportation System is currently serving. In addition, one subscription route can be created for the elderly to participate in community programs, and nutrition sites without reducing the service to the general public riders.

4. Estimate the annual number of new people served, the number of trips that will be provided from the proposed project, and the average cost per trip. A trip is counted each time a passenger boards a vehicle no matter how many vehicles are used to travel from origin to destination.

Answer (new people): 35 - 45

Answer (total trips): 14,000 – 18,000

Answer (average cost per trip): \$9.00 - \$12.00

5. Describe the specific community (county) this project will serve, and provide pertinent demographic data and/or maps.

Answer:

Target Groups	Percentage of the Service Area population	Specific Descriptive Notes
Racial/Ethnic population	8.7 %	Percentages are taken from the 2008 Dare County census
Low income	9.2 %	Percentages are taken from the 2008 Dare County census
Elderly	13.2 %	Percentages are taken from the 2008 Dare County census
Disabled	12 %	Percentages are taken from the 2008 Dare County census
Medicaid Recipients	14 %	Percentages from 02-10 per Dare County Social Services
Specify Other	%	

6. Which of the Federal Transit Administration (FTA) defined goals will this proposed project help to meet? See Appendix A

Answer:

Expand geographic coverage	Extend Hours/days of service	Improve system capacity	Improve access/connections	Improve customer knowledge	Remove barriers to mobility
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Specify Other →					

B. IMPLEMENTATION PLAN

1. List/describe additional key personnel needed to implement this project and the applicant's ability to manage the project.

Answer:

Position and Title	List up to 5 Key responsibilities by priority
1 Dispatcher / Scheduler	<p>1 Receive incoming calls for service.</p> <p>2 Create daily trip manifests for drivers.</p> <p>3 Notify daily drivers of schedule changes.</p> <p>4 Communicate schedule changes to passengers.</p>

2. Explain how this project is integrated into others services or facilities provided by your agency.

Answer: This project will become part of the existing services offered by the Dare County Transportation System. Administrative personnel (with the exception of a dispatcher) are already in place to handle the additional services that will be extended through this project. In addition, limited operational personnel are already in place within the system. However, additional drivers and operational funding will be needed.

3. Describe what the applicant plans to do to assure that the funded services are provided throughout the period of performance.

Answer: Through the existing management of the Dare County Transportation System, services will be monitored to include overall performance as well as financial management of funding. Additional reporting will be handled by the existing program director with support from the existing administrative assistant and lead driver. Current policy and procedures stating operational and administrative polices and procedures will be followed.

4. Describe how the applicant will manage risk and provide for safe delivery of services or safe use and maintenance of capital assets. (i.e. driver training, maintenance scheduling, and insurance)

Answer: By implementing this project into the current operations of the Dare County Transportation System, all areas of risk management, maintenance, training, and insurance issues will be seamlessly transitioned into the current operational policy of the system.

Provide your schedule for implementing the trip-based service or the information based service proposed in this application.

Answer:

	1-Milestone and Date	2-Milestone and Date	3-Milestone and Date	4-Milestone and Date	Implementation or Service Date	Evaluation or Assessment <u>Methods</u>
Example: Purchase Scheduling Software	Dev Specs Jul	Issue RFP Aug	Award Bid Sept	Test and Install Oct	Nov	Evaluate Changes in no sh Increases Ridersh
List Procurements						
1. Expansion Vehicles	Receive Vehicles September	Equip. Vehicles September			September / October	Assessment Vehicles are oper properly

List Employments						
1. Dispatcher	Advertise Position July	Hire and train July / August			August / September	Evaluate Job performance review
2. Drivers	Advertise Position July	Hire and Train July / August			August / September	Evaluate Job performance review
Trainings						
1. N/A						
2.						
3.						
Specify Other						
1. N/A						
2.						
3.						

5. Describe how your proposed project will be marketed to the target population? Description must at a minimum include

Answer:

	1-Milestone and Date	2-Milestone and Date	3-Milestone and Date	4-Milestone and Date	Implementation or Service Date	Evaluation or Assessment <u>Methods</u>
Marketing Activities						
1. Local Print Ad	Create Print Ads July	Publish Print Ads August			Implementation in August	Evaluate Marketing Effort by tracking service calls
2. Agency Meetings	Schedule Agency Meetings July	Meet with various agencies to give presentation August -	Create subscription routes August - September		Service Date of September – October (depends on vehicle acquisition)	Assess rider trip statistics On-Going

		September				
3. Local TV Information Service	Create Marketing Ad July - August	Run marketing ad via public information Service August - September			Implementation in August - September	Evaluate by service calls
4.						
5.						
6.						
7.						

C. COORDINATION AND PROGRAM OUTREACH

- Describe how the project will be coordinated with public and/or private transportation and social service agencies serving low-income populations.

Answer:

	Agency	Describe Coordination Efforts	Do you have letter of support for the coordination efforts included in the application submittal? Check if yes
1	Social Service Agency	Coordination will be through monthly departmental meetings to evaluate service demands and coordination efforts. All service requests will come directly through the transit department via actual riders or social workers.	<input checked="" type="checkbox"/>
2	ADAP Center	Coordinated through newsletter and informational brochures distributed to participating families. These participants will call the transit department directly or have an ADAP representative schedule on their behalf.	<input checked="" type="checkbox"/>
3	Monarch Beach Club (Severely Handicap)	Coordinated through agency meetings and informational newsletters to participants. These participants will schedule	<input checked="" type="checkbox"/>

		transportation directly through the transit department.	
4	Coastal Cab Company	Coordination will be conducted through the agency / department requesting transportation and the transit office. The transit office will in turn contact the local cab company to schedule the transportation via a voucher system that will be established.	<input type="checkbox"/>
5			<input type="checkbox"/>
6			<input type="checkbox"/>
7			<input type="checkbox"/>
8			<input type="checkbox"/>
9			<input type="checkbox"/>
10			<input type="checkbox"/>

2. List the agencies with which you plan to coordinate? Letters of support should be obtained from key stakeholders and attached to the grant application.

Answer:

	Agency	Is a letter of support included in the application package?	Agency Contact
1	Dare County Social Services	<input checked="" type="checkbox"/>	Jay Burrus
2	Manteo Dialysis Center	<input checked="" type="checkbox"/>	Gina Scarborough
3	Monarch Beach Club	<input checked="" type="checkbox"/>	Renatta Macchirole
4	Coastal Cab Company	<input type="checkbox"/>	Joe Duke
5	Outer Banks Hospital	<input type="checkbox"/>	Sharon Wilson
6		<input type="checkbox"/>	
7		<input type="checkbox"/>	

3. Describe how you will promote public awareness of and involvement in the project.

Answer: Public awareness will be through both advertising and marketing. By meeting with specific agencies and detailing the project, these agencies will become familiar with the capabilities and procedures need to ensure their participants are aware of the increase in available services. Advertising will include both print advertising in local papers and local television information channels. In addition, electronic

advertising will be conducted through website updates and e-mail marketing. Included in the electronic marketing will be involvement in social sites such as Facebook, and local social networks.

D. PROGRAM EFFECTIVENESS AND PERFORMANCE INDICATORS

Note: FTA has prescribed the outputs that all funded subrecipients will track. The outputs to be tracked depend on the project goal(s) selected. (Appendix A)

1. Which outputs will you be tracking and reporting to NCDOT?

Answer: Improvement of system capacity, improvement of passenger access, improvement of customer knowledge, and overall system efficiency.

2. Describe a plan for monitoring and evaluating the service, and steps to be taken if original goals are not achieved.

Answer: A monitoring plan will include tracking where new service requests originate as well as monitoring the actual passenger and trip counts for increase, decrease or static results. Client surveys will be created to gain valuable information regarding the overall experience of the new services. Information will include but not be limited to ease of scheduling, access to needed transportation, time efficiency, and customer satisfaction.

E. INNOVATION

1. Describe and discuss any proposed use of innovative approaches that will be employed for this project.

Answer: The main approach for this project will be the marketing of new services. In order to make this project a success, the transportation system must make the general public aware that the current system is not a medical only transportation service, which has been the perception by the public in the past. Some innovative approaches to this problem will be marketing through local television with short 15 – 30 second commercials depicting the general public using the services for “other than medical” reasons. In addition, a streaming infomercial will be created and e-mailed to various community organizations and agencies throughout the county. Social networking through websites such as Facebook will be implemented as well as local social networks. The transportation director will create a marketing campaign to include speaking at local charitable and community organizations, updated print materials, and a “Jump Onboard” campaign featuring a kangaroo mascot for the transportation system.

SFY 2011 Section 5317 Grant Application

Project Number:

CAPITAL BUDGET SUMMARY July 2010 - June 2012

Legal Name of Applicant: Dare County

Applicant's Federal Taxpayer Identification Number: 56-6000293

Period of Performance: July 1, 2010 - June 30, 2012

I. Total Project Expenditures (NCDOT Maximum Participation Amounts)	<u>Requested</u>	<u>NCDOT Approved</u>
Mobility Management Expenses	\$0	\$0
Replacement Vehicles	\$0	\$0
Expansion Vehicles	\$79,000	\$0
Other Capital Expenses	\$1,000	\$0
Technology Expenses	\$0	\$0
Facility Improvement Expenses	\$0	\$0
Total	<u>\$80,000</u>	<u>\$0</u>

II. Funding (Do not complete this section - NCDOT only)				
	<u>Total</u>	<u>Federal</u>	<u>NCDOT</u>	<u>Local</u>
	100%	80%	10%	10%
TOTAL PROJECT	\$0	\$0	\$0	\$0

SFY 2011 Section 5317 Grant Application

Project Number: 0

PROPOSED PROJECT BUDGET
MOBILITY MANAGEMENT SALARY AND WAGE DETAIL

Note: If you plan to contract out mobility management services (individual will not be an employee of your agency), do not complete this worksheet. Use the next worksheet (Mobility Management) instead and enter total cost of the contracted service in object code G396.

Applicant		Dare County									
Object Code	Position Title	No.	Total Annual Salary	Pct. (%) Transp.	Budgeted Amount	NCDOT Maximum Participation					
FULL TIME EMPLOYEES											
<i>G121</i>	<i>MOBILITY MANAGER</i>	<i>1</i>	<i>\$35,000</i>	<i>100%</i>	<i>\$70,000</i>	<i>example</i>					
G121	N/A	1									
G121		1									
G121		1									
G121		1									
G121		1									
G121		1									
TOTAL G121 SALARIES					\$0	\$0					
PART-TIME EMPLOYEES - RECEIVING BENEFITS											
G125	N/A	1									
G125		1									
G125		1									
G125		1									
TOTAL G125 SALARIES					\$0	\$0					
PART-TIME EMPLOYEES - RECEIVING NO BENEFITS											
G126	N/A	1									
G126		1									
G126		1									
G126		1									
TOTAL G126 SALARIES					\$0	\$0					
TOTAL SALARY & WAGE:					\$0	\$0					

SFY 2011 Section 5317 Grant Application

Project Nbr: 0

PROPOSED PROJECT BUDGET
MOBILITY MANAGEMENT CAPITAL EXPENSES (Dept. 5317)

Applicant: Dare County						NCDOT Maximum Participation
Object Code	Title			Total Cost		
G120 - Salaries and Wages						
G121	Full-time employees			\$0		\$0
G125	Part-time (receives benefits)			\$0		\$0
G126	Temporary and part-time (receives no benefits)			\$0		\$0
	Subtotal Salaries:			\$0		\$0
G180 - Fringe Benefits						
G181	Social security contribution (7.65% of total salaries)			\$0		\$0
G182	Retirement contribution; total salaries X participating percentage					
	→ <input type="text"/> X <input type="text"/>			\$0		
G183	Hospitalization insurance; ins. cost/mo. X no. employees X no. months.					
	→ <input type="text"/> X <input type="text"/> X <input type="text"/>			\$0		
G184	Disability insurance; cost/month X the no. of employees.					
	→ <input type="text"/> X <input type="text"/> X <input type="text"/>			\$0		
G185	Unemployment compensation					
G186	Workers compensation					
G189	Other: <input type="text"/>					
	Subtotal Fringe:			\$0		\$0
TOTAL SALARY & FRINGE:				\$0		\$0
G190 - Professional Services						
G195	Management consultant contract			\$0		
G199	Other: <input type="text"/>			\$0		
G200 - Supplies and Materials						
G261	Office supplies and materials			\$0		
G300 - Travel and Transportation (other than employee development)						
G311	Travel: Anticipated trips: <input type="text"/>			\$0		
G312	Travel subsistence			\$0		
G313	Transportation of clients/others			\$0		
G314	Vehicle rental (does not include vehicles for providing contracted services)			\$0		
G320 - Communications						
G321	Telephone service (includes mo. phone, modem, fax and cellular service)			\$0		
G322	Internet Service Provider Fee-Name: <input type="text"/>			\$0		
G323	Combined Service Fee			\$0		
G325	Postage			\$0		
G329	Other: <input type="text"/>			\$0		
G330 - Utilities						
G331	Electricity			\$0		
G332	Fuel oil			\$0		
G333	Natural Gas			\$0		
G334	Water			\$0		
G335	Sewer			\$0		
G336	Trash collection			\$0		
G337	Single/combined utility bill			\$0		
G339	Other: <input type="text"/>			\$0		

PROPOSED PROJECT BUDGET
MOBILITY MANAGEMENT CAPITAL EXPENSES (Dept. 5317)

Applicant			
Dare County			
Object Code	Title	Total Cost	NCDOT Maximum Participation
G340 - Printing and Binding			
G341	Printing and reproduction	\$0	
G349	Other: 	\$0	
G350 - Repairs and Maintenance			
G355	Office and computer equipment	\$0	
G359	Other: 	\$0	
G370 - Advertising/Promotion			
G371	Marketing (paid ads, marketing firm, etc.)	\$0	
	Describe: Paid ads, local sponsorships, print materials		
G380 - Computer Support Services (contracted)			
G381	Computer programming services	\$0	
G382	Computer support/technical assistance	\$0	
G390 - Other Services			
G396	Management services (contracted mgmt/admin services)	\$0	
G410 - Rental of Real Property (include copy of current lease agreement)			
G413	Rent of offices X number of payments annually		
	→ X 	\$0	
G420 - Service and Maintenance Contracts			
G421	Lease of Computer Hardware	\$0	
G422	Lease of Computer Software	\$0	
G440 - Service and Maintenance Contracts			
G442	Office equipment	\$0	
G445	Computer equipment	\$0	
G449	Other: 	\$0	
G450 - Insurance and Bonding			
G451	Property and general liability (does not include vehicle insurance)	\$0	
G480 - Indirect Costs			
G481	Central services: (FY2010 budget direct cost base) X (percentage rate)		
	→ X Maximum Amount \$0	\$0	
Prior approval of Indirect Cost Percentage Rate required. Questions should be directed to Financial Management.			
TOTAL OTHER EXPENSES:		\$0	\$0
TOTAL MOBILITY MANAGEMENT PROJECT EXPENSES:		\$0	\$0

PROPOSED PROJECT BUDGET
CAPITAL EXPENSES (Dept. 5317)

Applicant: Dare County						NCDOT ONLY	
Object Code	Title	BUDGETED COST	QTY.	TOTAL COST	QTY.	Maximum Participation	
ROLLING STOCK: REPLACEMENT VEHICLES							
G541	35- to 40-Ft. HD Low Floor Transit Bus (Replacement) - 12 yr. Bus Heavy duty 2010-EPA diesel bus built as an integral unit.	\$375,000	0				
	<input type="checkbox"/> Alternative fuel engine - Hybrid electric	\$200,000	0	\$0		\$0	
G542	30- to 35-Ft. MD Low Floor Transit Bus (Replacement) - 10 yr. Bus Medium duty 2010-EPA diesel bus built as an integral unit.	\$340,000	0				
	<input type="checkbox"/> Alternative fuel engine		0	\$0		\$0	
G545	Van Conversion (Replacement) – Modified standard van; RAISED ROOF ; school bus door entry; lowered stepwell; NO LIFT ; maximum capacity-12 passengers. <u>FLOOR PLAN WEB SITE:</u> http://www.ncdot.org/ includes/download/external.html?pdf=http%3A/www.ncdot.org/transit/nctransit/download/VFPlans/ConversionVanFloorPlans.pdf	\$37,850	0	\$0		\$0	
G547	25' Light Transit Vehicle w/wheelchair lift (Replacement) - Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wider body; fully automatic side lift. 2 and 4 Wheelchair Station floor plans Min. ambulatory capacity - 8 pax; Max. ambulatory capacity - 18 pax. <input type="checkbox"/> Optional engine: <input type="checkbox"/> CNG <input type="checkbox"/> Hybrid Electric <input type="checkbox"/> Diesel <input type="checkbox"/> Brake retarder:	\$66,500	0				
		\$7,000	0	\$0		\$0	
	<u>FLOOR PLAN WEB SITE:</u> http://www.ncdot.org/ includes/download/external.html?pdf=http%3A/www.ncdot.org/transit/nctransit/download/VFPlans/25ftLTVFloorPlans.pdf						
G548	Lift-Equipped Van (Replacement) – Modified standard van; RAISED ROOF ; school bus door entry; lowered stepwell; fully automatic interior lifts. 2 to 3 Wheelchair Stations. Min. ambulatory capacity - 5 pax; Max. ambulatory capacity-8 pax. <u>FLOOR PLAN WEB SITE:</u> http://www.ncdot.org/ includes/download/external.html?pdf=http%3A/www.ncdot.org/transit/nctransit/download/VFPlans/LiftVanFloorPlans.pdf	\$41,150	0	\$0		\$0	
G549	Center-Aisle Van (Replacement) - Modified standard van; flat roof; 13 or 14-passenger seating with center aisle access and side door entrance. Note: Does not have a raised roof. <u>FLOOR PLAN WEB SITE:</u> http://www.ncdot.org/ includes/download/external.html?pdf=http%3A/www.ncdot.org/transit/nctransit/download/VFPlans/CenterAisleVanFloorPlans.pdf	\$32,000	0	\$0		\$0	
G571	Minivan / Crossover (Replacement) – Small vehicle; standard production vehicle; maximum capacity - 6 passengers. Crossover vehicle (6 pax) available ONLY for ALL-WHEEL DRIVE	\$27,500	0				
	Option: Accessible Minivan compliant with ADA; Lowered floor, wheelchair ramp and 1 to 2 wheelchair stations.	\$13,500	0	\$0		\$0	
G573	Allowable Alternate Vehicle (Replacement) - Vehicle for child transportation; includes wheelchair lift and 1 wc station. <input type="checkbox"/> Optional engine: <input type="checkbox"/> Diesel	\$50,000	0				
		\$15,000	0	\$0		\$0	
G575	20' Light Transit Vehicle (Replacement) – Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wider body; max. capacity - 13 passengers <input type="checkbox"/> Optional engine: <input type="checkbox"/> Hybrid Electric <input type="checkbox"/> Diesel <input type="checkbox"/> Brake retarder:	\$47,000	0				
		\$7,000	0	\$0		\$0	
	<u>FLOOR PLAN WEB SITE:</u> http://www.ncdot.org/ includes/download/external.html?pdf=http%3A/www.ncdot.org/transit/nctransit/download/VFPlans/20ftLTVFloorPlans.pdf						

**PROPOSED PROJECT BUDGET
CAPITAL EXPENSES (Dept. 5317)**

Applicant: Dare County					NCDOT ONLY	
Object Code	Title	BUDGETED COST	QTY.	TOTAL COST	QTY.	Maximum Participation
ROLLING STOCK: REPLACEMENT VEHICLES						
G576	22' Light Transit Vehicle w/wheelchair lift (Replacement) – Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wider body; fully automatic side lift. 2 wheelchair station floor plan. Min. ambulatory capacity -12 pax; Max. ambulatory capacity -14 pax. <input type="checkbox"/> Optional engine: <input type="checkbox"/> CNG <input type="checkbox"/> Hybrid Electric <input type="checkbox"/> Diesel <input type="checkbox"/> Brake retarder: <i>FLOOR PLAN WEB SITE:</i> http://www.ncdot.org/_includes/download/external.html?pdf=http%3A/www.ncdot.org/transit/nctransit/download/VFPlans/22ftLTVFloorPlans.pdf	\$61,500	0			
			0			
		\$7,000	0	\$0		\$0
G577	Other Transit Vehicle (Replacement) - Indicate estimated cost Describe: 	\$0	0	\$0		
G578	20' Light Transit Vehicle w/wheelchair lift (Replacement) – Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wider body; fully automatic side lift. 2 wheelchair station floor plan. Min. ambulatory capacity -8 pax; Max. ambulatory capacity -10 pax. <input type="checkbox"/> Optional engine: <input type="checkbox"/> Hybrid Electric <input type="checkbox"/> Diesel <input type="checkbox"/> Brake retarder: <i>FLOOR PLAN WEB SITE:</i> http://www.ncdot.org/_includes/download/external.html?pdf=http%3A/www.ncdot.org/transit/nctransit/download/VFPlans/20ftLTVFloorPlans.pdf	\$56,000	0			
			0			
		\$7,000	0	\$0		\$0
G595	Service Vehicle (Replacement) - a vehicle used for maintenance or servicing breakdowns	\$40,000	0	\$0		\$0
G598	28' Light Transit Vehicle w/wheelchair lift (Replacement) – Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wide body; fully automatic lift. 2 and 6 Wheelchair Station floor plans Min. ambulatory capacity -8 pax; Max. ambulatory capacity -22 pax. <input type="checkbox"/> Optional engine: <input type="checkbox"/> CNG <input type="checkbox"/> Hybrid Electric <input type="checkbox"/> Diesel <input type="checkbox"/> Brake retarder: <i>FLOOR PLAN WEB SITE:</i> http://www.ncdot.org/_includes/download/external.html?pdf=http%3A/www.ncdot.org/transit/nctransit/download/VFPlans/28ftLTVFloorPlans.pdf	\$85,000	0			
			0			
		\$10,000	0	\$0		\$0
TOTAL REPLACEMENT VEHICLE QUANTITY & EXPENSES:			0	\$0	0	\$0

***NOTE: If you prefer to use a local vender for lettering, please budget cost under line code G591 located under "Other Capital". Logos are now eligible under that code also.**

VEHICLE REPLACEMENT INFORMATION						NCDOT			
REPLACED VEHICLE					NEW VEHICLE		APPROVED REPLS.		
year	make	type	Complete VIN	mileage	Select code below		Y/N	COMMENT	
Example	2003	Ford	lift van	1FDXE45503HA77633	112,050	G548 - Lift-Equipped Van		No	Repl. in FY10
	N/A								

PROPOSED PROJECT BUDGET
CAPITAL EXPENSES (Dept. 5317)

Applicant: Dare County					NCDOT ONLY	
Object Code	Title	BUDGETED COST	Qty.	TOTAL COST	QTY.	Maximum Participation
ROLLING STOCK: EXPANSION VEHICLES						
G561	35- to 40-Ft. HD Low Floor Transit Bus (Expansion) - 12 yr. Bus Heavy duty 2010-EPA diesel bus built as an integral unit.	\$375,000	0			
	<input type="checkbox"/> Alternative fuel engine - Hybrid electric	\$200,000	0	\$0		\$0
G562	30- to 35-Ft. MD Low Floor Transit Bus (Expansion) - 10 yr. Bus Medium duty 2010-EPA diesel bus built as an integral unit.	\$340,000	0			
	<input type="checkbox"/> Alternative fuel engine		0	\$0		\$0
G565	Van Conversion (Expansion) – Modified standard van; RAISED ROOF ; school bus door entry; lowered stepwell; NO LIFT ; maximum capacity-12 passengers. <u>FLOOR PLAN WEB SITE:</u> http://www.ncdot.org/ includes/download/external.html?pdf=http%3A/www.ncdot.org/transit/nctransit/download/VFPlans/ConversionVanFloorPlans.pdf	\$37,850	1	\$37,850		\$0
G567	25' Light Transit Vehicle w/wheelchair lift (Expansion) Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wider body; fully automatic side lift. 2 and 4 Wheelchair Station floor plans Min. ambulatory capacity - 8 pax; Max. ambulatory capacity - 18 pax.	\$66,500	0			
	<input type="checkbox"/> Optional engine: <input type="checkbox"/> CNG <input type="checkbox"/> Hybrid Electric <input type="checkbox"/> Diesel		0			
	<input type="checkbox"/> Brake retarder:	\$7,000	0	\$0		\$0
	<u>FLOOR PLAN WEB SITE:</u> http://www.ncdot.org/ includes/download/external.html?pdf=http%3A/www.ncdot.org/transit/nctransit/download/VFPlans/25ftLTVFloorPlans.pdf					
G568	Lift-Equipped Van (Expansion) – Modified standard van; RAISED ROOF ; school bus door entry; stepwell; fully automatic interior lifts. 2 to 4 Wheelchair Stations. Min. ambulatory capacity - 5 pax; Max. ambulatory capacity-8 pax. <u>FLOOR PLAN WEB SITE:</u> http://www.ncdot.org/ includes/download/external.html?pdf=http%3A/www.ncdot.org/transit/nctransit/download/VFPlans/LiftVanFloorPlans.pdf	\$41,150	1	\$41,150		\$0
G569	Center-Aisle Van (Expansion) - Modified standard van; flat roof; 13 or 14-passenger seating with center aisle access and side door entrance. Note: Does not have a raised roof. <u>FLOOR PLAN WEB SITE:</u> http://www.ncdot.org/ includes/download/external.html?pdf=http%3A/www.ncdot.org/transit/nctransit/download/VFPlans/CenterAisleVanFloorPlans.pdf	\$32,000	0	\$0		\$0
G572	Minivan / Crossover (Expansion) – Small vehicle; standard production vehicle; maximum capacity - 6 passengers. Crossover vehicle (6 pax) available ONLY for ALL-WHEEL DRIVE	\$27,500	0			
	<input type="checkbox"/> Option: Accessible Minivan compliant with ADA; Lowered floor, wheelchair ramp and 1 to 2 wheelchair stations.	\$13,500	0	\$0		\$0
G573	Allowable Alternate Vehicle (Expansion) - Vehicle for child transportation; includes wheelchair lift and 1 wc station.	\$50,000	0			
	<input type="checkbox"/> Optional engine: <input type="checkbox"/> Diesel	\$15,000	0	\$0		\$0

PROPOSED PROJECT BUDGET
CAPITAL EXPENSES (Dept. 5317)

Applicant: Dare County					NCDOT ONLY	
Object Code	Title	BUDGETED COST	Qty.	TOTAL COST	QTY.	Maximum Participation
ROLLING STOCK: EXPANSION VEHICLES						
G575	20' Light Transit Vehicle (Expansion) – Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wider body; max. capacity - 13 passengers <input type="checkbox"/> Optional engine: <input type="checkbox"/> Hybrid Electric <input type="checkbox"/> Diesel <input type="checkbox"/> Brake retarder:	\$47,000	0			
			0			
		\$7,000	0	\$0		\$0
	FLOOR PLAN WEB SITE: http://www.ncdot.org/_includes/download/external.html?pdf=http%3A/www.ncdot.org/transit/nctransit/download/VFPlans/20ftLTVFloorPlans.pdf					
G577	Other Transit Vehicle (Expansion) - Indicate estimated cost	\$0	0	\$0		
	Describe:					
G579	22' Light Transit Vehicle w/wheelchair lift (Expansion) – Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wider body; fully automatic side lift. 2 wheelchair station floor plan. Min. ambulatory capacity -12 pax; Max. ambulatory capacity -14 pax. <input type="checkbox"/> Optional engine: <input type="checkbox"/> CNG <input type="checkbox"/> Hybrid Electric <input type="checkbox"/> Diesel <input type="checkbox"/> Brake retarder:	\$61,500	0			
			0			
		\$7,000	0	\$0		\$0
	FLOOR PLAN WEB SITE: http://www.ncdot.org/_includes/download/external.html?pdf=http%3A/www.ncdot.org/transit/nctransit/download/VFPlans/22ftLTVFloorPlans.pdf					
G578	20' Light Transit Vehicle w/wheelchair lift (Expansion) – Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wider body; fully automatic side lift. 2 wheelchair station floor plan. Min. ambulatory capacity -8 pax; Max. ambulatory capacity -10 pax. <input type="checkbox"/> Optional engine: <input type="checkbox"/> Hybrid Electric <input type="checkbox"/> Diesel <input type="checkbox"/> Brake retarder:	\$56,000	0			
			0			
		\$7,000	0	\$0		\$0
	FLOOR PLAN WEB SITE: http://www.ncdot.org/_includes/download/external.html?pdf=http%3A/www.ncdot.org/transit/nctransit/download/VFPlans/20ftLTVFloorPlans.pdf					
G595	Service Vehicle (Expansion) - Vehicle used for maintenance or servicing breakdowns	\$40,000	0	\$0		\$0
G598	28' Light Transit Vehicle w/wheelchair lift (Expansion) – Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wide body; fully automatic lift; max. capacity - 22 passengers, depending on floor plan. <input type="checkbox"/> Optional engine: <input type="checkbox"/> CNG <input type="checkbox"/> Hybrid Electric <input type="checkbox"/> Diesel <input type="checkbox"/> Brake retarder:	\$85,000	0			
			0			
		\$10,000	0	\$0		\$0
	FLOOR PLAN WEB SITE: http://www.ncdot.org/_includes/download/external.html?pdf=http%3A/www.ncdot.org/transit/nctransit/download/VFPlans/28ftLTVFloorPlans.pdf					
TOTAL EXPANSION VEHICLE QUANTITY & EXPENSES:			2	\$79,000	0	\$0

***NOTE: If you prefer to use a local vender for lettering, please budget cost under line item 591 located under "Other Capital". Logos are now eligible under that code also.**

PROPOSED PROJECT BUDGET
CAPITAL EXPENSES (Dept. 5317)

Applicant:		Dare County				NCDOT	
Object Code	Title	Qty	Estimated Cost	Subtotal Cost	Total Cost	Qty	Maximum Participation
OTHER CAPITAL							
G511	Office Furniture - Cost of tables, desks, chairs, file cabinets, and related furniture for transportation offices or facilities. <i>List one item per line, the no. of units per item, and the estimated cost.</i>	0	\$ -				\$0
		0	\$ -				\$0
		0	\$ -				\$0
		0	\$ -				\$0
		0	\$ -				\$0
		0	\$ -				\$0
					\$0		\$0
G512	Office Equipment - Cost of fax machines, copiers, calculators, and other equipment for transportation offices and facilities. <i>Does not include computer hardware and software</i> <i>List one item per line, the no. of units per item, and the estimated cost.</i>	0	\$ -				\$0
		0	\$ -				\$0
		0	\$ -				\$0
		0	\$ -				\$0
		0	\$ -				\$0
		0	\$ -				\$0
					\$0		\$0
G513	Audio-Visual Equipment - Includes the costs of overhead projector, TV and VCR to be used for training purposes. <i>List one item per line, the no. of units per item, and the estimated cost.</i>	0	\$ -				\$0
		0	\$ -				\$0
		0	\$ -				\$0
		0	\$ -				\$0
		0	\$ -				\$0
		0	\$ -				\$0
					\$0		\$0
G551	Vehicle Spare Parts - Cost of spare parts for revenue producing vehicles. <i>The spare part must have a unit cost of greater than \$300 and a useful life of more than one (1) year. This expenditure is only available to systems with in-house maintenance facilities which maintain an inventory of spare parts.</i> <i>List one item per line, the no. of units per item, and the estimated cost.</i>	0	\$ -				\$0
		0	\$ -				\$0
		0	\$ -				\$0
		0	\$ -				\$0
		0	\$ -				\$0
					\$0		\$0
G552	Shop Equipment - Purchase of equipment for maintaining vehicles, including, but not limited to, motor hoist, tire balancer, etc. <i>List one item per line, the no. of units per item, and the estimated cost.</i>	0	\$ -				\$0
		0	\$ -				\$0
		0	\$ -				\$0
		0	\$ -				\$0
		0	\$ -				\$0
					\$0		\$0

PROPOSED PROJECT BUDGET
CAPITAL EXPENSES (Dept. 5317)

Applicant:		Dare County				NCDOT	
Object Code	Title	Qty	Estimated Cost	Subtotal Cost	Total Cost	Qty	Maximum Participation
OTHER CAPITAL							
G553	Repeater Station - Used to extend the range of the base installation. Attach estimate of cost from vendor.						
	Watts: 	New	0	\$ -			\$0
		Replacement	0	\$ -			\$0
					\$0		\$0
G554	Radio Base Station - Desk-type unit used to transmit to mobile units in the vehicles. Includes remotes and mobiles with power packs. Attach estimate of cost from vendor.						
	Watts: 	New	0	\$ -			\$0
		Replacement	0	\$ -			\$0
					\$0		\$0
G555	Mobile Radio Unit - 2-way radio installed in vehicle Attach estimate of cost from vendor.						
	Watts: 	New	0	\$ -			\$0
		Replacement	0	\$ -			\$0
	Hand-held Radio Unit - portable 2-way radio (limit 2 per transit system) Attach estimate of cost from vendor.	New	0	\$ -			\$0
	Watts: 	Replacement	0	\$ -			\$0
					\$ -		\$0
G556	Telephone equipment - Individual telephone instruments (does not include new or replacement telephone systems – see G524 in Facility Improvements); may include cellular (digital) phones. List one item per line, the no. per item, and the estimated cost.						
			0	\$ -			\$0
			0	\$ -			\$0
			0	\$ -			\$0
					\$0		\$0
G557	Fareboxes - Coin collection unit installed on vehicle. List item and indicate no. of units: Attach estimated cost & type.						
		New	0	\$ -			\$0
		Replacement	0	\$ -			\$0
					\$0		\$0
G559	Other Equipment - Specify item if not listed above. List one item per line, the no. per item, and the estimated cost.						
			0	\$ -			\$0
			0	\$ -			\$0
			0	\$ -			\$0
					\$0		\$0
G585	Bus Stop Signs - Sign used to indicate location where passengers can board or exit a public transit vehicle.						
	Bus Stop Sign(s)	0		\$ -	\$0		\$0
G591	Vehicle Lettering and Logos - Cost of lettering and/or logos and the labor involved in having the transit system name, phone number, and/or logo applied to vehicles. Costs to be incurred by using a local vendor.						
	Vehicle Lettering and Logos	2	\$ 500.00	\$ 1,000	\$1,000		\$0

Project Nbr:

PROPOSED PROJECT BUDGET
CAPITAL EXPENSES (Dept. 5317)

Applicant:		Dare County					NCDOT	
Object Code	Title	Qty	Estimated Cost	Subtotal Cost	Total Cost	Qty	Maximum Participation	
OTHER CAPITAL								
G596	Vehicle Security/Surveillance Equipment - Cost and installation of on-board security systems and surveillance equipment.							
		0		\$ -			\$0	
		0		\$ -			\$0	
					\$0		\$0	
TOTAL OTHER CAPITAL EXPENSES:					\$1,000		\$0	

PROPOSED PROJECT BUDGET
CAPITAL EXPENSES (Dept. 5317)

Applicant:		Dare County				NCDOT ONLY		
Object Code	Title	Budgeted Cost	QTY.	TOTAL QTY.	TOTAL COST	QTY.	Maximum Participation	
TECHNOLOGY								
G514	Micro Portable Projector/Laptop - Note: laptop is part of operation of projector NCDOT will participate UP TO \$4,000	Replacement	\$ -	0				
		New	\$ -	0	0	\$ -		\$0
G521	Personal Computer System (PC) - DESKTOP computers include CPU, Office XP, 17" monitor, keyboard, mouse and Microsoft Office XP software, 2 yr. technical support contract)	Replacement	\$ -	0				
		Expansion	\$ -	0	0	\$ -		\$0
G522	Printers - Laser jet network and non-network printers Non-network	Replacement	\$ -	0				
		Expansion	\$ -	0	0	\$ -		\$0
	Network	Replacement	\$ -	0				
		Expansion	\$ -	0	0	\$ -		\$0
G523	Software - Do not include software here that should come pre-installed on new computer system and included in cost of new system. List personal computer software:		\$ -	0				
			\$ -	0				
			\$ -	0	0	\$ -		\$0
		Operating System Software Upgrade:						
		<i>(Ensure that your current pc has enough RAM)</i>						
		Windows XP PROFESSIONAL operating system						
		Upgrade Version	\$ -	0				
		Full Version	\$ -	0	0	\$ -		\$0
		Microsoft Office Software Upgrade:						
		<i>(Ensure that your current pc has enough RAM)</i>						
MS Office XP PROFESSIONAL								
Upgrade Version	\$ -	0						
Full Version	\$ -	0	0	\$ -		\$0		
Scheduling Software:								
<i>Must comply with NCDOT-PTD Policy to Qualify for Advanced Technologies</i>								
List scheduling software:								
		\$ -	0					
		\$ -	0					
		\$ -	0	0	\$ -		\$0	

Applicant:		Dare County					NCDOT ONLY	
Object Code	Title	Budgeted Cost	QTY.	TOTAL QTY.	TOTAL COST	QTY.	Maximum Participation	
TECHNOLOGY								
G525	Network Server - For use with network application/programs <i>(Use standard local IT specifications)</i>							
	Replacement	\$ -	0					
	Expansion	\$ -	0	0	\$ -		\$0	
G527	Automatic Vehicle Location (AVL) Must comply with NCDOT-PTD Policy to Qualify for Advanced Technologies							
	Replacement	\$ -	0					
	New	\$ -	0	0	\$ -		\$0	
G528	Data Communication Device: Provide necessary information for MDT technology Must comply with NCDOT-PTD Policy to Qualify for Advanced Technologies Describe item and cost:							
		\$ -	0					
		\$ -	0					
		\$ -	0					
		\$ -	0	0	\$ -		\$0	
G529	Other Advanced Technology Items: Must comply with NCDOT-PTD Policy to Qualify for Advanced Technologies Describe item and cost:							
		\$ -	0					
		\$ -	0	0	\$ -		\$0	
TOTAL TECHNOLOGY EXPENSES:						\$ -	\$0	

FY2011 Technology Specifications

(to be used as guideline for minimum standards only)

Standards for Hardware, Software and Networking *(Updated November 2009)*

Desktop Computer

Processor: Intel 2.8 GHz or higher

Operating System: Microsoft Windows XP Professional

Memory: 2.0 GB or higher

Hard Drive: 80GB SATA, partitioned so C: drive is for programs and D: drive is for data

Optical Drive: CD-RW/DVD ROM Drive

Video Card: 64 MB or higher

Network Card: 100/1000 Mbps

Monitor: Minimum of 1024x768 resolution

Multimedia Devices: a pair of desktop speakers (if not included with monitor), microphone, optional camera

Application Software: MS Office Professional 2007

Anti-Virus Software: any industry standard anti-virus software

UPS Backup/Surge Protection: Multi-outlet AC Surge Protector with power supply backup (if desired)

Service Program: 3-year warranty with on-site service

Network

Configuration: 100/1000 MB using switches (no hubs), TCP/IP Protocol

Server

All server specifications are minimums only. Servers should be expandable to enable increases in memory, processors, hard drive, etc.

Processor Type: Intel Xenon 3.6 GHz or higher

Operating System: Microsoft Windows Server 2003

Memory: 12 GB

Hard Drive(s): 2.5 GHz or greater

Monitor: 15" or larger

Database Software: Microsoft SQL Server 2005

Network Card: (2) 100/1000 MB

Graphics Card: 64 MB or greater

Other Drives: CD-RW/DVD ROM Drive

Anti-Virus Software: any industry standard anti-virus software

Service Program: 3-year warranty with on-site service

SFY 2011 Section 5317 Grant Application

Project Nbr:

PROPOSED PROJECT BUDGET
FACILITY IMPROVEMENT EXPENSES (Dept. 5317)

Applicant:		Dare County					NCDOT	
Object Code	Title	Qty	Estimated Cost	Subtotal Cost	Total Cost	Qty	Maximum Participation	
FACILITY IMPROVEMENT BUDGET								
G524	Telephone system - *New or Replacement telephone system Attach cost estimate for reference only.							
	Briefly describe system:	0	\$ -	\$ -				
		0	\$ -	\$ -				
		0	\$ -	\$ -				
		0	\$ -	\$ -	\$ -			
G536	Sitework / Grading - Pre-construction work including, but not limited to: removing debris, site prep, leveling land, protection of environment.							
	Briefly describe:	0	\$ -	\$ -				
		0	\$ -	\$ -				
		0	\$ -	\$ -				
		0	\$ -	\$ -	\$ -			
G539	Accessway / Signage - Construction of ramps and walkways that meet ADA. Permanent signs, such as a facility sign and signs for accessible entrance.							
	Briefly describe:	0	\$ -	\$ -				
		0	\$ -	\$ -				
		0	\$ -	\$ -				
		0	\$ -	\$ -	\$ -			
G583	Bus Stop Shelter and Benches - Enclosure and seating provided to passengers at bus stop. <i>*Requires plan approval by city or county regarding location.</i> <i>ADA requirements include minimum size and width of the shelter; min. turning radius in shelter; accessibility to shelter by sidewalk; and concrete pad adjacent to shelter for loading and unloading bus.</i> <i>Provide plan approval with application.</i>							
	Bus Shelters	0	\$ -	\$ -				
	Benches	0	\$ -	\$ -	\$ -			
G587	Paving / Resurfacing - Asphalt surface paving or resurfacing of the facility parking area. Also includes existing Park and Ride Lots. Indicate size (sq.ft.) area to be paved/resurfaced: <input type="text" value="0"/> Attach cost estimate for reference only.							
G589	Other Facility Improvements - Safety and Security improvements or repairs. Attach cost estimate for reference only.							
	Item	Material \$	Labor \$	Item Description	Subtotal			
	1				\$ -			
	2				\$ -			
	3				\$ -			
	4				\$ -			
	5				\$ -	\$ -		
TOTAL FACILITY IMPROVEMENT EXPENSES:					\$ -		\$0	

Project Nbr:

PROPOSED PROJECT BUDGET
FACILITY IMPROVEMENT EXPENSES (Dept. 5317)

Applicant:		Dare County					NCDOT	
Object Code	Title	Qty	Estimated Cost	Subtotal Cost	Total Cost	Qty	Maximum Participation	
FACILITY IMPROVEMENT BUDGET								

*** NOTE: YOU MUST OWN THE FACILITY TO BE ELIGIBLE TO APPLY FOR FUNDING FOR THE TELEPHONE SYSTEM.**

YOU MUST SUBMIT A COPY OF THE TITLE (DEED) OF OWNERSHIP WITH THIS APPLICATION FOR FUNDING CONSIDERATION.

Physical Address of Facility	N/A
------------------------------	-----

Facility Improvement Questionnaire - Must be completed for consideration.

Do you currently operate out of this location? Yes No

If you DO NOT currently operate out of this location, what is the anticipated date that you will occupy this location? Date:

What is the total square footage of the facility? Sq. Ft.:

Is this facility shared for other uses or with other entities? Yes No

If yes, list entities, square footage occupied, and purposes:

Entity	Sq. Feet	Purpose
N/A		

SFY 2011 Section 5317 Grant Application

Project Number:

OPERATING BUDGET SUMMARY July 2010 - June 2012

Legal Name of Applicant: Dare County

Subrecipient's Federal Taxpayer Identification Number: 56-6000293

Period of Performance: July 1, 2010 - June 30, 2012

	<u>Requested</u>	<u>NCDOT Approved</u>
I. Total Project Expenditures (NCDOT Maximum Participation Amounts)		
Total Operating Expenses	\$152,500	\$0
Total Revenues	\$120,000	\$0
Total Net Operating Cost	\$32,500	\$0

II. Proposed Project Funding				
	<u>Total</u>	<u>Federal</u>	<u>NCDOT</u>	<u>Local</u>
	100%	50%	0%	50%
Proposed Funding	\$32,500	\$16,250	0	\$16,250

III. Approved Funding (Do not complete this section - NCDOT only)				
	<u>Total</u>	<u>Federal</u>	<u>NCDOT</u>	<u>Local</u>
	100%	50%	0%	50%
Total Funding	\$0	\$0	0	\$0

**PROPOSED OPERATING BUDGET
SALARY AND WAGE DETAIL - OPERATING**

Applicant 0

							NCDOT ONLY	
Object Code	Position Title	No.	Total Annual Salary	Pct. (%) Oper Transp. Tasks	Budgeted Amount	No. of Positions Approved	Maximum Participation	
FULL TIME EMPLOYEES								
G121	MAINTENANCE SUPERVISOR	1	\$35,000	100%	\$70,000		example	
G121	Dispatcher	1	\$25,000	100%	\$50,000			
G121		1						
G121		1						
G121		1						
G121		1						
G121		1						
G121		1						
G121		1						
G121		1						
G121		1						
G121		1						
TOTAL G121 SALARIES					\$50,000		\$0	
PART-TIME EMPLOYEES - RECEIVING BENEFITS								
G125	DRIVER	1	25,000	75%	\$37,500		example	
G125	N/A	1						
G125		1						
G125		1						
G125		1						
G125		1						
G125		1						
TOTAL G125 SALARIES					\$0		\$0	
PART-TIME EMPLOYEES - RECEIVING NO BENEFITS								
G126	DRIVERS	5	10,000	100%	\$100,000		example	
G126	Drivers	4	24,000	100%	\$48,000			
G126		1						
G126		1						
G126		1						
G126		1						
G126		1						
G126		1						
TOTAL G126 SALARIES					\$48,000		\$0	
TOTAL SALARY & WAGE:					\$98,000		\$0	

SFY 2011 SECTION 5317 OPERATING BUDGET REQUEST

= Enter amount requested (if applicable)

= Cells automatically calculate (no entry required)

= For NCDOT Use Only

Applicant:

Project: **SFY 2011 SECTION 5317 PROPOSED PROJECT BUDGET
OPERATING EXPENSES (Dept. 5318)**

Object Code	Title	Total Cost	For NCDOT Use Only
G120	- Salaries and Wages (Operations Only)		
G121	Full-time employees	\$50,000	
G122	Overtime		
G125	Part-time (receives benefits)		
G126	Temporary and part-time (receives no benefits)	\$48,000	
G127	Longevity		
	Subtotal Salaries:	\$98,000	
G180	- Fringe Benefits		
G181	Social security contribution (7.65% of total salaries)	\$7,497	
G182	Retirement contribution; total salaries X participating percentage		
	→ \$50,000 X 4.910%	\$2,455	
G183	Hospitalization insurance; ins. cost/month X the no. of employees.		
	→ \$569 X 1 X 24	\$13,656	
G184	Disability insurance; cost/month X the no. of employees.		
	→ X X 		
G185	Unemployment compensation (#empl _____)		
G186	Workers compensation (#empl _____)		
G189	Other: 401K and Life Insurance	\$1,914	
	Subtotal Fringe:	\$25,522	
	TOTAL SALARY & FRINGE:	\$123,522	
G190	- Professional Services		
G191	Accounting		
G192	Legal		
G195	Management Consultant		
G196	Drug & Alcohol Testing Contract		
G197	Drug & Alcohol tests	\$300	
	Provide # of employees in test pool: 5		
G198	Medical review officer		
G199	Other: 		
G200	- Supplies and Materials		
G211	Janitorial Supplies - (Housekeeping)		
G212	Uniforms		
G233	First Aid supplies (replacement)		
G251	Motor Fuels and Lubricants	\$9,000	
G252	Tires and Tubes		
G253	Associated capital maintenance		
G254	Licenses, tags and fees	\$250	
G255	Vehicle cleaning supplies		
G256	Hand tools		
G257	Vehicle signs & Paint Supplies		
G258	Vehicle touch up paint (non-contract)		
G259	Other: 		

Applicant: _____

Project: _____

**SFY 2011 SECTION 5317 PROPOSED PROJECT BUDGET
OPERATING EXPENSES (Dept. 5318)**

Object Code	Title	Total Cost	For NCDOT Use Only
G261	Office Supplies and Materials		
G281	Air Conditioner / Furnace Filters		
G291	Computer Supplies		
G292	Fire Extinguisher- recharging system		
G300	- Travel and Transportation (other than employee development)		
G311	Travel: Anticipated trips: _____		
G312	Travel subsistence		
G313	Transportation of clients/others		
G314	Travel - Motor-pool or leased vehicles (Does NOT include vehicles used in the provision of contracted transportation services.		
G320	- Communications		
G321	Telephone Service		
G322	Internet Service Fee		
G323	Combined Service Fee		
G325	Postage		
G329	Other Communications _____		
G330	- Utilities		
G331	Electricity		
G332	Fuel oil		
G333	Natural Gas		
G334	Water		
G335	Sewer		
G336	Trash collection		
G337	Single/combined utility bill		
G339	Other: _____		
G340	- Printing and Binding		
G341	Printing and reproduction		
G349	Other: _____		
G350	- Repairs and Maintenance		
G353	Vehicles (use 257/258 for vehicle signs & in-house paint supplies)		
G354	Shop equipment		
G355	Office and computer equipment		
G357	Communications equipment		
G359	Other-Describe: _____		
G370	- Advertising/Promotion		
G371	Marketing (paid ads, marketing firm, etc.) Describe: <u>Local sponsorship, paid ads</u>	\$4,000	
G372	Promotional items Describe: <u>T-shirts, Shopping bags, etc.</u>	\$2,500	
G373	Other: _____		
G380	- Computer Support Services (contracted)		
G381	Computer programming services		
G382	Computer support/technical assistance		
G390	- Other Services		
G391	Legal advertising		
G392	Laundry and dry cleaning		

Applicant: _____

Project: _____

**SFY 2011 SECTION 5317 PROPOSED PROJECT BUDGET
OPERATING EXPENSES (Dept. 5318)**

Object Code	Title	Total Cost	For NCDOT Use Only
G393	Temporary help services		
G394	Cleaning services		
G395	Training - Employee Education Expense		
G396	Management services (contracted transit system mgmt/admin services)		
G398	Security services		
G399	Other: _____		
G410	- Rental of Real Property (include copy of current lease agreement)		
G412	Rent of building X number of monthly payments _____ X _____		
G413	Rent of offices X number of monthly payments _____ X _____		
G419	Other: _____		
G420	- Service and Maintenance Contracts		
G421	Lease of Computer Hardware		
G422	Lease of Computer Software		
G430	- Lease of Equipment		
G431	Lease of Reproduction equipment		
G432	Lease of Postage Meter		
G433	Lease of Communications equipment (includes radio, cable lines and antennae)		
G439	Other: _____		
G440	- Service and maintenance contracts		
G441	Communications equipment	\$8,000	
G442	Office equipment		
G443	Reproduction equipment		
G444	Vehicles		
G445	Computer equipment		
G446	Tires		
G449	Other: _____		
G450	- Insurance and bonding		
G451	Property and general liability (does not include vehicle insurance)		
G452	Vehicle		
G453	Fidelity		
G454	Professional liabilities		
G455	Special liabilities		
G480	- Indirect Costs		
G481	Central services: (2009 budget direct cost base) X (percentage rate) _____ \$36,883 X _____ 13.36% Maximum Amount \$4,928	\$4,928	
Prior approval of Indirect Cost Percentage Rate required. Questions should be directed to NCDOT Financial Management			
G490	- Other fixed charges		
G491	Dues and subscriptions		
G499	Other: _____		
G600	- Private / Public operator contracts - purchase services		
G611	Direct purchase of service from privately owned provider		
G612	User side subsidy		
G621	Volunteer reimbursement		
G641	Direct purchase of service from publicly owned provider		

Applicant: _____

Project: _____

**SFY 2011 SECTION 5317 PROPOSED PROJECT BUDGET
OPERATING EXPENSES (Dept. 5318)**

Object Code	Title	Total Cost	For NCDOT Use Only
Total Operating Expenses:		\$152,500	
OPERATING REVENUES (Dept. 3452)			
Total Operating Expenses:		\$152,500	
G400	Contract Service Revenue		
	Medicaid Reimbursement	\$120,000	
	Contract Service Revenue Total Requested:	\$120,000	
	Contract Service Revenue Total Approved:		
G500	Fare Revenue		
TOTAL OPERATING REVENUES:		\$120,000	
TOTAL NET OPERATING EXPENSES (TNOE):		\$32,500	
Local Match			
Source:	Dare County Funds	\$16,250	
Source:			
Source:			
Source:			
Source:			
Source:			
Source:			
TOTAL LOCAL FUNDS (Must = 50% of TNOE)		\$16,250	
FEDERAL FUNDING (50% of TNOE):		\$16,250	

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
PUBLIC TRANSPORTATION DIVISION
APPROVED PROJECT BUDGET

PROJECT: 0
SPONSOR:
WBS:

<u>DEPARTMENT 5318 - OPERATING</u>		<u>APPROVED</u>
<u>OBJECT</u>	<u>TITLE</u>	<u>BUDGET</u>
G121	SALARIES AND WAGES - FULL TIME	\$ -
G122	SALARIES AND WAGES - OVERTIME	\$ -
G125	SALARIES AND WAGES-PART-TIME (BENEFITS)	\$ -
G126	SAL. AND WAGE-TEMP/PT-TIME (NO BENEFITS)	\$ -
G127	SALARIES AND WAGES - LONGEVITY	\$ -
G181	SOCIAL SECURITY CONTRIBUTION	\$ -
G182	RETIREMENT CONTRIBUTION	\$ -
G183	HOSPITALIZATION INSURANCE CONTRIBUTION	\$ -
G184	DISABILITY INSURANCE CONTRIBUTION	\$ -
G185	UNEMPLOYMENT COMPENSATION	\$ -
G186	WORKER'S COMPENSATION	\$ -
G189	OTHER (PHYSICALS, BONUS, INS, ETC.)	\$ -
G191	ACCOUNTING	\$ -
G192	LEGAL	\$ -
G195	MANAGEMENT CONSULTANT	\$ -
G196	DRUG & ALCOHOL TESTING CONTRACT	\$ -
G197	DRUG & ALCOHOL TESTS	\$ -
G198	MEDICAL REVIEW OFFICER	\$ -
G199	OTHER - PROFESSIONAL SERVICES	\$ -
G211	JANITORIAL SUPPLIES - (HOUSEKEEPING)	\$ -
G212	UNIFORMS	\$ -
G233	FIRST AID SUPPLIES (REPLACEMENT)	\$ -
G251	MOTOR FUELS & LUBRICATION	\$ -
G252	TIRES AND TUBES	\$ -
G253	ASSOCIATED CAPITAL MAINTENANCE	\$ -
G254	LICENSES, TAGS & FEES	\$ -
G255	VEHICLE CLEANING SUPPLIES	\$ -
G256	HAND TOOLS	\$ -
G257	VEHICLE SIGN & PAINT SUPPLIES	\$ -
G258	VEHICLE TOUCH-UP PAINT	\$ -
G259	OTHER VEHICLE SUPPLIES	\$ -
G261	OFFICE SUPPLIES AND MATERIALS	\$ -
G281	AIR CONDITIONER / FURNACE FILTERS	\$ -
G291	COMPUTER SUPPLIES	\$ -
G292	FIRE EXTINGUISHER (RECHARGING SYSTEM)	\$ -
G311	TRAVEL	\$ -
G312	TRAVEL SUBSISTENCE	\$ -

PROJECT: 0
 SPONSOR:
 WBS:

 DEPARTMENT 5318 - OPERATING

<u>OBJECT</u>	<u>TITLE</u>	<u>APPROVED</u>	<u>BUDGET</u>
G313	TRANSPORTATION OF CLIENTS/OTHERS	\$	-
G314	VEHICLE RENTAL	\$	-
G321	TELEPHONE SERVICE	\$	-
G322	INTERNET SERVICE PROVIDER FEE	\$	-
G323	COMBINED SERVICE FEE	\$	-
G325	POSTAGE	\$	-
G329	OTHER COMMUNICATIONS	\$	-
G331	ELECTRICITY	\$	-
G332	FUEL OIL	\$	-
G333	NATURAL GAS	\$	-
G334	WATER	\$	-
G335	SEWER	\$	-
G336	TRASH COLLECTION	\$	-
G337	SINGLE/COMBINED UTILITY BILL	\$	-
G339	OTHER UTILITIES	\$	-
G341	PRINTING AND REPRODUCTION	\$	-
G349	OTHER PRINTING AND BINDING	\$	-
G353	REPAIRS & MAINTENANCE - VEHICLES	\$	-
G354	REPAIRS & MAINTENANCE - SHOP EQUIPMENT	\$	-
G355	REPAIR & MAINT-OFFICE/COMPUTER EQUIP	\$	-
G357	REPAIRS & MAINTENANCE - COMM EQUIP	\$	-
G359	OTHER REPAIRS & MAINTENANCE	\$	-
G371	MARKETING - PAID ADVERTISEMENTS	\$	-
G372	PROMOTIONAL ITEMS	\$	-
G373	OTHER ADVERTISING/PROMOTION MEDIA	\$	-
G381	COMPUTER PROGRAMMING SERVICES	\$	-
G382	COMPUTER SUPPORT/TECH ASSISTANCE SVS	\$	-
G391	LEGAL ADVERTISING	\$	-
G392	LAUNDRY AND DRY CLEANING	\$	-
G393	TEMPORARY HELP	\$	-
G394	CLEANING SERVICES	\$	-
G395	TRAINING - EMPLOYEE EDUCATION EXPENSE	\$	-
G396	MANAGEMENT SERVICES	\$	-
G398	SECURITY SERVICES	\$	-
G399	OTHER SERVICES	\$	-
G412	RENT OF BUILDING	\$	-
G413	RENT OF OFFICES	\$	-
G419	OTHER RENTAL	\$	-
G421	LEASE OF COMPUTER HARDWARE	\$	-
G422	LEASE OF COMPUTER SOFTWARE	\$	-

PROJECT: 0
 SPONSOR:
 WBS:

 DEPARTMENT 5318 - OPERATING

<u>OBJECT</u>	<u>TITLE</u>	<u>APPROVED</u> <u>BUDGET</u>
G431	LEASE OF REPRODUCTION EQUIPMENT	\$ -
G432	LEASE OF POSTAL METER	\$ -
G433	LEASE OF COMMUNICATION EQUIPMENT	\$ -
G439	LEASE OF OTHER EQUIPMENT	\$ -
G441	MAINTENANCE CONTRACTS - COMM EQUIP	\$ -
G442	MAINTENANCE CONTRACTS - OFFICE EQUIP	\$ -
G443	MAINTENANCE CONTRACTS - REPRO EQUIP	\$ -
G444	MAINTENANCE CONTRACTS - VEHICLES	\$ -
G445	MAINTENANCE CONTRACT-COMPUTER EQUIP	\$ -
G446	MAINTENANCE CONTRACTS - TIRES	\$ -
G449	OTHER SERVICE & MAINTENANCE CONTRACT	\$ -
G451	INSURANCE - PROPERTY & GENERAL LIABILITY	\$ -
G452	INSURANCE - VEHICLES	\$ -
G453	INSURANCE - FIDELITY	\$ -
G454	INSURANCE - PROFESSIONAL LIABILITIES	\$ -
G455	INSURANCE - SPECIAL LIABILITIES	\$ -
G481	CENTRAL SERVICES - INDIRECT COSTS	\$ -
G491	DUES AND SUBSCRIPTIONS	\$ -
G499	OTHER FIXED CHARGES	\$ -
G611	DIRECT PURCHASE OF SERVICE (PRIVATE)	\$ -
G612	USER SIDE SUBSIDY	\$ -
G621	VOLUNTEER REIMBURSEMENT	\$ -
G641	DIRECT PURCHASE OF SERVICE (PUBLIC)	\$ -
G849	OTHER CONTRA ACCOUNT - FARE REVENUE	0
		<u>\$ -</u>



Consent Agenda

Description

1. Approval of Minutes (3.15.10 - Workshop, 4.5.10 - Workshop, & 4.5.10 Regular Meeting)
2. Resolution 10-04-16 of the Dare County Board of Commissioners to Postpone Dare County's Property Revaluation from January 1, 2011 to January 1, 2013
3. Emergency Food and Shelter Budget Amendment
4. Agreement to provide accounting services to Wanchese Community Center District

Item Presenter

Bobby Outten

Board Action Requested

Approval



COUNTY OF DARE, NORTH CAROLINA

District 1: Roanoke Island & Mainland; Dist 2: Nags Head, Colington, Kill Devil Hills; Dist. 3: Kitty Hawk, Southern Shores, Duck; Dist. 4: Chicamacomico, Avon, Buxton, Frisco, Hatteras; Dist. 5: At Large

WORKSHOP

DARE COUNTY BOARD OF COMMISSIONERS & DARE COUNTY PLANNING BOARD

**DARE COUNTY ADMINISTRATIVE OFFICES –ROOM 168
954 MARSHALL C. COLLINS DRIVE, MANTEO, NC**

March 15, 2010 – 2:30 P.M.

The Dare County Board of Commissioners met with the Dare County Planning Board on March 15, 2010. The following Commissioners were present: Chairman Warren Judge, Vice-Chairman Allen Burrus, Commissioners Virginia Tillett and Max Dutton. Members of the Planning Board in attendance were: Chairman Elmer Midgett Jr., Commissioners Dan Oden, Henry D. Haywood, and John Finelli. County Manager Bobby Outten, Ray Sturza – Planning Director, Donna Creef – Senior Planner, and Katie VanLear – Clerk, were also in attendance.

At 2:30 p.m., Chairman Judge and Chairman Midgett jointly called the meeting to order. Mr. Sturza gave the Boards a brief history of the Land Use Plan (L.U.P.) and legislation on the Coastal Area Management Act. He noted the last update to the L.U.P. was in 2003. The purpose of the workshop was to allow the Board of Commissioners opportunity to give guidance to staff and the Planning Board regarding the current updating process and proposed changes in the L.U.P. Mr. Sturza noted once the L.U.P. is approved, anything requiring a CAMA permit must be consistent with the L.U.P.

Mrs. Creef announced in 2002, CAMA changed many of their guidelines. She noted this L.U.P. is the first to be updated under the new set of guidelines. She detailed some changes including the requirement of new maps such as land suitability maps. She shared the process of developing the plan and noted Planning staff had worked to minimize red flags seen in similar plans/maps in other counties who used consultants to create their L.U.P. She explained the plan addresses issues such as Bonner Bridge replacement, Beach Access/ORV, waste water policies, working water fronts, commercial and residential uses and interaction, commercial/industrial development, among many others. Mr. Sturza detailed several controversial policies such as off-shore drilling, and explained the plan was adjusted to consider the National policy and support for alternative sources. Staff inserted language that includes contemporary ideas while maintaining policy, thus giving Dare County the opportunity to either agree or oppose the issue at hand.

The Board of Commissioners then expressed various concerns and gave the Planning staff and Board guidance on additional language in policies contained within the L.U.P. including waste water/facilities, stormwater, wind turbines/alternative energy, shoreline management and ORV access. Ms. Creef noted the areas needing adjustment and will submit these for further discussion to the Board of Commissioners at their April 5, 2010 meeting.

There being no further business, the meeting was adjourned at 4:12 p.m.



COUNTY OF DARE, NORTH CAROLINA

District 1: Roanoke Island & Mainland; Dist 2: Nags Head, Colington, Kill Devil Hills; Dist. 3: Kitty Hawk Southern Shores, Duck; Dist. 4: Chicamacomico, Avon, Buxton, Frisco, Hatteras; Dist. 5: At Large

WORKSHOP

**DARE COUNTY BOARD OF COMMISSIONERS
DARE COUNTY ADMINISTRATIVE OFFICES –ROOM 238
954 MARSHALL C. COLLINS DRIVE, MANTEO, NC**

April 5, 2010 – 1:00 P.M.

The Dare County Board of Commissioners met to participate in a workshop to hear an overview of the Draft Environmental Impact Statement (DEIS), review the assessment of the Coalition for Beach Access on key portions of Alternative F (the NPS Preferred Alternative) and to discuss the Board of Commissioners position in preparation for National Park Service Public Hearings as part of the NEPA process. The following Commissioners were present: Chairman Warren Judge, Vice-Chairman Allen Burrus, Commissioners Richard Johnson, Mike Johnson, Jack Shea, Virginia Tillett and Max Dutton. County Manager Bobby Outten, Gary Gross – Project Coordinator for the “Preserve Beach Access” campaign, Dorothy Toolan – Public Relations Officer, and Katie VanLear – Clerk, were also in attendance.

Chairman Judge called the meeting to order at 1:30 p.m. and announced the National Environmental Policy Act (NEPA) process has begun. He noted the various locations and opportunities for public comment. He expressed the importance of public comments as the Final EIS will be required to address issues specific to the DEIS that are brought up during the public hearings before making the final ruling by 2011.

Mr. Gross explained the DEIS is part of the NEPA process. He explained the six (6) alternatives outlined in the DEIS. He gave a brief summary of each option and noted Alternative F as the National Park Service preferred alternative. He detailed the Coalition for Beach Access Draft Position Statement and highlighted key differences between this position and Alternative F. He explained the upcoming timeline for the NEPA process including the opportunity for public comments until May 11, Public Hearing dates and locations, local workshop dates to help people prepare for making their own individual statements and tips on making effective public comments, the period for analyzing all public comments, the Fall 2010 deadline for the Final EIS, and the winter 2010 deadline for the NPS final decision. He expressed the importance of the DEIS by stating the final decision would determine the future of beach access for ten (10) to fifteen (15) years.

Chairman Judge then asked the Board for guidance on the Board’s position on the DEIS. Commissioner Mike Johnson suggested putting Mr. Gross’s presentation on Channel 20 for the public to hear and better understand the process and situation, as well as the Board’s position. The Board reached consensus on Chairman Judge and Mr. Gross working together to formulate this position and get the presentation on Channel 20 for public awareness. Chairman Judge noted the Board’s position has always been in support of open and accessible beaches. He explained this was the case during the Reg-Neg process and has remained unchanged since then. He pointed out that the Coalition Position Statement is consistent with the County’s position of open and accessible beaches and reflects what the consensus view was for many access groups participating in Reg-Neg. Commissioners Richard Johnson and Mike Johnson suggested involving NC20, but County Manager Outten noted ways they could help are currently unclear. Chairman Judge noted he hopes to make comments at all five (5) Public Hearings and encouraged all Commissioners to attend and comment as well. County Manager Outten also noted the mailings that will go out to locals and the notices that will be appearing in newspapers, as well as radio interviews to help create public awareness on the public hearing process. At the end of the workshop Chairman Judge asked members of public and media in attendance if they had any questions or comments for the Board. None were offered.

There being no further business, the meeting adjourned at 3:03 p.m.



COUNTY OF DARE, NORTH CAROLINA

District 1: Roanoke Island & Mainland; Dist 2: Nags Head, Colington, Kill Devil Hills; Dist. 3: Kitty Hawk, Southern Shores, Duck; Dist. 4: Chicamacomico, Avon, Buxton, Frisco, Hatteras; Dist. 5: At Large

THE DARE COUNTY BOARD OF COMMISSIONERS MEETING

April 5, 2010—9:00 A.M.

Dare County Administrative Building

PO Box 1000, Manteo, North Carolina 27954

Commissioners Present:

Chairman Warren Judge, Dist. 3; Vice-Chairman Burrus, Dist. 4; Virginia Tillett, Dist. 1; Richard Johnson, Dist. 1; Max Dutton, Dist. 2; Mike Johnson, Dist. 2.; Jack Shea, Dist. 5

Commissioners Absent: None

Others Present:

County Manager Bobby Outten, Ray Sturza — Planning Director, Dorothy Toolan — Public Information Officer, Katie VanLear—Clerk to the Board

Action:

Employee of the Month April — **Presented to Sue Hewitt (Social Services)**

Presentation of Advanced Law Enforcement Certificates — **Presented to Sgt. Greg Padilla, Sgt. E. Jack Scarborough and Investigator J.**

Edward Harper

Dare County 911 Telecommunicators Week — **Proclamation Adopted**

Alcohol Awareness Month Proclamation (April)— **Proclamation Adopted**

Child Abuse Prevention Month Proclamation — **Proclamation Adopted**

Dare County Department of Public Health - Public Health Month Proclamation— **Proclamation Adopted**

Dare County Department of Public Health - Dare Unplugged Week Proclamation— **Proclamation Adopted**

Outer Banks Scenic Byway Committee for Dare County - Grant Application — **Resolution 10-04-14 Adopted**

Public Hearing: Albemarle Mental Health Center and Development Disabilities & Substance Abuse Services — **Held & Resolutions 10-04-12 & 13 Adopted**

Kitty Hawk Park — **Design Approved**

Waves Village LLC -- Conditional Use Permit Amendment — **CUP Amendment Approved**

UNC Coastal Studies Institute Conditional Use Permit Review — **CUP Approved**

Stumpy Point Water & Sewer Authority — **Convened and Settlement Agreement Approved**

Stumpy Point Connection Agreements— **Approved**

2009 LUP Update -- Follow-up Discussion to March 15 Workshop — **Guidance to Planning Staff Given**

Consent Agenda — **Approved**

1. Approval of Minutes (3.15.10 & 3.25.10)
2. Capital Project Ordinance for Old Courthouse Improvements
3. Budget Amendment to Close Hatteras Secondary School Project
4. Social Services Budget Amendment
5. Teen Court Budget Revision
6. Kitty Hawk Park Project Contract

Board Appointments:

1. Nursing Home Community Advisory Council — **Appointed (Roger Barnett)**
2. Albemarle Commission Board of Directors — **Reappointed (Com. Richard Johnson)**
3. Upcoming Board Appointments for May — **Health Board and the Zoning Board of Adjustment**

Letter in Support of Legislation Re: E911 Funding and Board Representation — **Authorized**

Letter in Support of Current Equity Formula — **Authorized**

LAND OF BEGINNINGS

COMMISSIONERS OFFICE— PO Box 1000, MANTEO, NC 27954 • 252.475.5700 • DARENC.COM

Chairman Warren Judge called the meeting to order at 9:00 a.m., invited Rev. Kevin Brunk, Roanoke Island Presbyterian Church, to share a prayer, and then led the pledge of allegiance to the flag.

Chairman Judge noted the presentation on the Dare County Land Use Plan does not include a Public Hearing today. He encouraged all who would like to address this item to speak during the Public Comment period. He stated there will be a Public Hearing in the future on this item when the preparation of the document is at that stage. He went on to announce a workshop at 1:00 p.m. to discuss the preferred alternative to the Cape Hatteras National Seashore Recreational Area, and he announced a meeting of the Stumpy Point Water & Sewer Authority at 10:30 a.m.

ITEM 1 – PRESENTATION OF COUNTY SERVICE PINS

- 1) Georgia Ellis, Administrative Specialist, received her 15 year pin from Doug Remaley, Fire Marshal.
- 2) Jessica Phillips, Office Support Specialist, received her 15 year pin from Rodney Midgett, Sheriff.

ITEM 2 – EMPLOYEE OF THE MONTH – APRIL 2010

Ms. Sue Hewitt, In-home Service Aide Supervisor, received the Employee of the Month certificate for April from Jay Burrus, Social Services Director.

Chairman Judge recognized Town of Kill Devil Hills former Commissioner Bill Pitt who was in attendance.

ITEM 3 – PUBLIC COMMENTS

- 1) Tara Dove, Hatteras Island resident, addressed the Board regarding her personal experience struggling with Bi-polar Disorder Type 1 and how it has affected her life, as well as her plans for future bariatric surgery.

ITEM 4 – PRESENTATION OF ADVANCED LAW ENFORCEMENT CERTIFICATES

Sheriff Rodney Midgett presented Advanced Law Certificates from the NC Sheriff's Education and Training Standards Commission to: Sgt. Greg Padilla, Sgt. E. Jack Scarborough and Investigator J. Edward Harper. He described the officers' achievements with the Department and detailed what is involved in obtaining the certificates.

ITEM 5 – DARE COUNTY 911 TELECOMMUNICATORS WEEK

Sheriff Rodney Midgett announced the week of April 11 through April 17 is National Public Safety Telecommunications Week. He recognized the Telecommunicators who were in attendance and read a proclamation declaring the week to be the 911 Telecommunicators Week in Dare County in honor of the men and women of the Sheriff's Office who serve as professional Telecommunicators.

MOTION

Commissioner Shea motioned to adopt the proclamation.

Commissioner Dutton seconded the motion.

VOTE: AYES unanimous

ITEM 6 – ALCOHOL AWARENESS MONTH PROCLAMATION (APRIL)

Ms. Carol Hartman, Dare Coalition's Executive Director, requested on behalf of the Dare Coalition Against Substance Abuse that the Board declare April as Alcohol Awareness Month in Dare County. She introduced Elise Quidley, Junior at Manteo High School, and thanked those on staff and on the Board who were in attendance. Ms. Hartman read the proclamation and requested it be adopted.

MOTION

Commissioner Tillett motioned to adopt the proclamation.

Commissioners Shea and Dutton, and Vice-Chairman Burrus seconded the motion.

VOTE: AYES unanimous

ITEM 7 – CHILD ABUSE PREVENTION MONTH PROCLAMATION

Ms. Tanya Barkley-Graham, on behalf of the Healthy Carolinians of the Outer Banks Child Abuse Prevention Taskforce, thanked the Commissioners for signing the Child Abuse Proclamation. She noted this is a community issue that requires prevention as a priority. She explained the month of April 2010 is recognized as Child Abuse Prevention Month and therefore, they will be creating awareness about this issue throughout the month. County Manager Outten read the Proclamation declaring April 2010 as Child Abuse Prevention Month.

MOTION

Commissioner Shea motioned to adopt the proclamation.
Vice-Chairman Burrus and Commissioner Dutton seconded the motion.
VOTE: AYES unanimous
Chairman Judge noted the display of children that will move throughout the County during the month.

ITEM 8 – DARE COUNTY DEPARTMENT OF PUBLIC HEALTH – PUBLIC HEALTH MONTH PROCLAMATION

Ms. Sheila Davies, Community Development Specialist and Substance Abuse Program Manager, read a proclamation requesting April 2010 be declared as Public Health Month in Dare County.

MOTION

Commissioner Shea motioned to adopt the proclamation.
Vice-Chairman Burrus and Commissioner Dutton seconded the motion.
VOTE: AYES unanimous

ITEM 9 – DARE COUNTY DEPARTMENT OF PUBLIC HEALTH – DARE UNPLUGGED WEEK PROCLAMATION

Ms. Mandy Earnest, Health Education Specialist and Chair of Healthy Carolinians Obesity Taskforce, thanked the members of the taskforce in attendance for their help in preparing for the activities for Dare Unplugged week. She then read a proclamation requesting the week of April 17 through April 24 be declared as Public Health Month in Dare County.

MOTION

Commissioners Tillett and Shea motioned to adopt the proclamation.
Vice-Chairman Burrus and Commissioner Dutton seconded the motion.
VOTE: AYES unanimous

ITEM 10 – INTERFAITH COMMUNITY OUTREACH UPDATE

Mr. William Pitt, Chairman of Interfaith Community Outreach, shared a PowerPoint presentation with the Board of the accomplishments and challenges Interfaith Community Outreach faced in 2009. He detailed the types of services that were offered and the number of families who received support. He also noted how the program receives funding through grants and community organizations, the fiscal results of 2009, and the changes the program will undergo throughout 2010 based on what they learned in 2009. He noted their location will be moving from Southern Shores to Nags Head, and then shared how the community can help the Outreach face major challenges.

ITEM 11 – OUTER BANKS SCENIC BYWAY COMMITTEE FOR DARE COUNTY – GRANT APPLICATION (Att. 1)

Ms. Mary Helen Goodloe-Murphy, Chair of the Outer Banks Scenic Byway Committee, presented the Board with a request to apply for the 2010 National Scenic Byways Program grant to build paved pathways in Rodanthe, Waves, Salvo and Avon. She gave details of the proposed project detailing the location, cost and funding. She noted a match of twenty (20) percent is required which they have obtained through the Dare County Tourism Board and community organizations such as the Cape Hatteras National Seashore, Cape Hatteras Electric Membership Cooperative, as well as eighteen (18) businesses and organizations, and sixty-nine (69) individual contributors. She explained if the application is successful, she would return for Board authorization to approve a contract with NCDOT, authorize the administration of funds, and approve the contractors and to approve entering into a Permanent Right-of-Way agreement with NCDOT for maintenance of the pathway. On behalf of the Committee, she then requested the Board adopt the resolution authorizing the submission of the application. Chairman Judge thanked Ms. Goodloe-Murphy for all of her hard work on this project.

MOTION

Vice-Chairman Burrus motioned to adopt resolution 10-04-14 Authorizing the Application for Funding for Paved Pathways in Hatteras Island Villages of Rodanthe, Waves, Salvo and Avon.
Commissioners Tillett and Shea seconded the motion.
VOTE: AYES unanimous

MOVE TO ITEM 13

10:00 A.M. PUBLIC HEARING

ITEM 12 – ALBEMARLE MENTAL HEALTH CENTER AND DEVELOPMENT & SUBSTANCE ABUSE SERVICES (Att. 2)

AT 10:05 A.M. THE DARE COUNTY BOARD OF COMMISSIONERS HELD A PUBLIC HEARING TO RECEIVE INPUT CONCERNING: ALBEMARLE MENTAL HEALTH CENTER AND DEVELOPMENT & SUBSTANCE ABUSE SERVICES.

County Manager Outten conducted the Public Hearing and invited the public to speak.

- 1) Lynn Usher shared his support of Dare County withdrawing from Albemarle Mental Health Center and his support of an affiliation with East Carolina Behavioral Health, Inc. He noted significant improvements in the accessibility and quality of services for those with disabilities and their families in the time since ECBH has assumed responsibility. He shared examples of the improvements such as the Monarch Beach Club, and stated the mental health needs of the Dare County residents will be better served by ECBH as the local management entity.
- 2) Ken Fleming, Rodanthe resident, shared the discouragement and difficulty his family experienced when attempting to obtain services for his son, Joe, after moving to the area. He shared his support of ECBH and their ability to engage and provide services to those in need. He also noted the positive impact the services have had on his son, Joe.

County Manager Outten closed the hearing at 10:12 a.m.

MOTION

Commissioner Shea motioned to adopt Resolution 10-04-12 Withdrawing Membership in Albemarle Mental Health Center and Development Disabilities & Substance Abuse Services, and to adopt Resolution 10-04-13 Requesting Membership in East Carolina Behavioral Health LME.

Vice-Chairman Burrus seconded the motion.

VOTE: AYES unanimous

County Manager Outten noted the next step would be to approve a contract with East Carolina once it has been completed.

MOVE TO ITEM 14

ITEM 13 – KITTY HAWK PARK (Att. 3)

Mr. Tim White, Director of Parks & Recreation, introduced Mr. John DeLucia with Albemarle & Associates who noted the committees who provided input on the design and explained the location and layout for the proposed passive recreation park in Kitty Hawk Village. He detailed the components including a skate board park, paved parking and driveway, walking trail, fenced dog park, restrooms, covered picnic area and playground. He noted the park will also include a large open green area on the north end of the property for future expansion and gave the projected completion date of next April. Chairman Judge noted the CIPC is recommending the design. County Manager Outten noted about a year ago, a PARTF grant was obtained for this purpose. This grant is funded by the State and is required to be spent for recreational purposes only. Commissioner Shea noted he likes the multi-use plan for the park. Chairman Judge noted other actions that will be taken by the Board going forward with the project, but explained the action needed at this time would be approval of the design.

MOTION

Commissioner Shea motioned to approve the design.

Commissioner Dutton seconded the motion.

VOTE: AYES unanimous

MOVE TO ITEM 12

ITEM 14 – WAVES VILLAGE LLC – CONDITIONAL USE PERMIT REVIEW (Att. 4)

Ms. Donna Creef, Senior Planner, explained an amendment to the Waves Village conditional use permit has been submitted in order to increase the number of authorized restaurant seats from thirty-four (34) to one hundred and twenty (120). She noted the location of the restaurant and other changes to the site plan, and announced the Planning Board reviewed the revised site plan on March 8, 2010 and voted unanimously to recommend approval. Vice-Chairman Burrus asked if parking would be adequate. Ms. Creef noted there would be adequate parking and it meets

the requirements of the ordinance. She noted this would be installed before the restaurant is opened. Commissioner Shea asked if the drainage would be adequate and Ms. Creef noted they do have the waste water improvements approved to accommodate the increased seating and are in fine standing with the Health Department.

MOTION

Commissioner Shea motioned to approve the amendment to the CUP requesting increased restaurant seating.

Vice-Chairman Burrus seconded the motion.

VOTE: AYES unanimous

ITEM 15 – UNC COASTAL STUDIES INSTITUTE CONDITIONAL USE PERMIT REVIEW (Att. 5)

Ms. Donna Creef, Senior Planner, presented the site plan for the proposed UNC Coastal Studies Institute campus on Roanoke Island which was submitted by Albemarle & Associates. She noted the different aspects of the project and shared the Planning Board reviewed the site plan in March. She detailed the site's location and the proposed improvements. She announced Albemarle and Associates are the engineers for the project and noted they have met with DOT throughout the development of the site plan concerning the entrance from NC 345. No additional improvements to that roadway are planned at this time, although they will be moving the existing driveway to the south to allow for a better line of site. She noted other details such as vegetation and residential areas located near the site. She noted the Planning Board voted 5-1 to recommend approval of the site plan. Commissioner Shea noted the research building and asked how hazardous materials would be handled and what provisions would be taken. Mr. John DeLucia, Albemarle & Associates, explained the details of the waste water system to keep hazardous materials out of the system. Dr. Nancy White, Director of Coastal Studies, also noted the State's Environmental Health and Safety program that reviews the chemicals and processes to ensure an appropriate lab/hazardous waste management plan is in place.

MOTION

Commissioner Richard Johnson motioned to approve the conditional use permit.

Commissioners Shea and Dutton, and Vice-Chairman Burrus seconded the motion.

VOTE: AYES unanimous

RECESS 10:23 A.M. – 10:44 A.M.

RECESS THE DARE COUNTY BOARD OF COMMISSIONERS' MEETING

CONVENE THE STUMPY POINT WATER AND SEWER AUTHORITY (Att. 6)

The Stumpy Point Water and Sewer Authority convened in order to review and approve settlement agreements with regard to pumps and the connections of discharge lines to the system. He noted there are three (3) contracts and one (1) set deals with the connections to each of the homes. This work was negotiated to \$275,000 (instead of the original \$299,000) in addition to the requirement of separate performance and payment bonds on the contract to ensure the work is done properly and timely. Then he noted the other contract as the settlement agreement which will be entered into by Dare County, Herring and Rivenbark, Ferguson Enterprises and Zholer. He explained this agreement requires the removal of all old pumps and the reinstallation with a waterproof seal and cap where the wires go into the pump. This must be done without the use of silicon or other substitutes to form a permanent connection to solve any water issues. They are required to put fifty (50) foot cords on the pumps in order to make the connections outside of any water zones allowing for many direct connections from the pump to the homes. He noted the other important aspect of the agreement is a forty-eight (48) month warranty containing all of the terms of the standard manufacturer's warranty which is generally only one (1) year. They will also warranty against any moisture problems associated with the pumps and any problems the connections may cause with the control panels or sensors that were engineered. He went on to detail many of the other items covered in the contract. He requested the Stumpy Point Water & Sewer Authority approve the settlement agreement, and then requested the Dare County Board of Commissioners approve the connection contracts. The Commissioners sought clarification on specifics of the project including sealants being used in the project and the number of sites over fifty (50) feet resulting in above ground connections. County Manager Outten explained the processes that would be used and noted there will be an additional three (3) years of warranty to ensure everything is working correctly under the warranty terms.

MOTION

Commissioner Shea motioned to approve the settlement agreement as outlined by the County Attorney.

Commissioner Dutton seconded the motion.

Vice-Chairman Burrus shared his anxiousness to get the project completed.

VOTE: AYES unanimous

There being no further business, The Stumpy Point Water and Sewer Authority was adjourned.

THE DARE COUNTY BOARD OF COMMISSIONERS' MEETING WAS RECONVENED (Att. 7)

County Manager Outten noted there are two (2) connection agreements: one (1) for twelve (12) lots and the second for the remaining one-hundred and twenty-eight (128) lots.

MOTION

Commissioner Tillett motioned to approve the connection agreements.

Commissioner Dutton seconded the motion.

VOTE: AYES unanimous

ITEM 16 – 2009 LUP UPDATE – FOLLOW-UP DISCUSSION TO MARCH 15 WORKSHOP (Att. 8)

Mr. Ray Sturza, Planning Director, explained at the March 15, 2010 Land Use Plan Workshop several issues were identified as needing additional input from the Board. He noted the issues as: 1) wastewater including centralized County-wide wastewater facilities; 2) stormwater; 3) alternative energy resources; 4) shoreline management; and 5) ORV access. He gave the Board details on each issue and asked for guidance on the updates the Planning Department has suggested. The Commissioners gave their input and thoughts on each issue: 1) The Board requires more time to think and discuss the matter of wastewater; 2) The Board would like to receive additional information on stormwater through a presentation by Dr. Nancy White before implementing a policy into the L.U.P.; 3) The Board discussed the policies concerning alternative energy and wind turbines and indicated a desire to include an implementation strategy that would lead to zoning standards for land based wind turbines to include such features as structural height, blade width and color, impacts on scenic vistas, and compatibility with surrounding uses. There was also a consensus that land based wind turbines should be subject to a conditional use permit review process. Although this guidance was related to the Draft Land Use Plan the Board also indicated that the development of standards for land based wind turbines need not wait for the adoption of the Land Use Plan to see action by the Board. Chairman Judge stated he wanted to go on record in support of wind turbines and nuclear power plants. County Manager Outten restated the Board's guidance explaining the Board supports moving forward with ordinances that are specific and with support of wind energy given the right regulatory environment; 4) The Board asked to see language that addresses the addition of beach nourishment as the preferred response to shoreline management in addition to language that speaks to alternatives such as terminal groins, off-shore reefs, and other similar techniques. Vice-Chairman Burrus asked to see language that spoke to shoreline management of the Sound as well as beach nourishment and Mr. Sturza explained he would add this language to the portion of the L.U.P. that is specific to the use of bulk heads as erosion abatement to the estuarine shorelines; 5) The Board shared they would like to see the strongest possible language for maximum access to shoreline for pedestrians and vehicles.

Mr. Sturza reminded the Board the goal is be able to present the L.U.P. for approval by summer and then send it to be certified by the Coastal Resource Commission by the end of the year. County Manager Outten noted he would ask Dr. Nancy White to attend a meeting to offer a presentation as soon as possible. Mr. Sturza addressed the concerns regarding the regional airport on Roanoke Island and any proposed runway expansions. He noted there was specific language in the last L.U.P. as a result of advice by the Board stating they were opposed to the expansion of the airport on Roanoke Island. He noted in the period of time that has transpired, this blank statement has been interpreted by the permit agencies to prohibit any type of expansion including something as minor as additional refreshment sheds on the property. This language was modified in the draft plan to be less strict to make sure discretion is not used in a manner contrary to its intended purpose. He noted specifications could be added to show opposition to only the expansion of the runway into the Sound. Commissioner Richard Johnson clarified some misunderstanding by the public regarding the airport's intention to extend the runway. He noted the airport seeks Federal grants for maintenance to ensure operations continue. Therefore, the airport adopts policy to extend the runway even though this action would be almost impossible. He explained this language is necessary in order to keep the functions of the airport Federally funded and maintained. He stated if the runway would be extended, a petition would go to the State requesting the removal of a road from the airport. This has not taken place. He went on to explain the properties in the graveyard are individually owned and would need to be individually condemned. These monumental tasks would have to take place before the runway could be extended. He stated trees have been removed for runway safety and is not an effort to begin extending the runway. He shared his support of the new language in the 2009/2010 version of the L.U.P. Vice-Chairman Burrus also shared his support by noting personal experience of the dangers flying into the airport before the trees were removed. He stated this was needed to increase safety of the runway. Chairman Judge thanked Mr. Sturza for his presentation.

ITEM 17 – CONSENT AGENDA (Att. 9)

Commissioner Shea motioned to approve the Consent Agenda:

- 1) Approval of Minutes (3.15.10 & 3.25.10)
- 2) Capital Project Ordinance for Old Courthouse Improvements
- 3) Budget Amendment to Close Hatteras Secondary School Project
- 4) Social Services Budget Amendment
- 5) Teen Court Budget Revision
- 6) Kitty Hawk Park Project Contract

Commissioner Dutton seconded the motion.

VOTE: AYES unanimous

ITEM 18 – BOARD APPOINTMENTS

- 1) Nursing Home Community Advisory Council

Commissioner Tillett motioned to appoint Roger Barnett for a three (3) year term.

Commissioner Richard Johnson seconded the motion.

VOTE: AYES unanimous

- 2) Albemarle Commission Board of Directors

Commissioner Shea motioned to reappoint Commissioner Richard Johnson for a two (2) year term.

Vice-Chairman Burrus seconded the motion.

VOTE: AYES unanimous

- 3) Upcoming Board Appointments for May

County Manager Outten announced the upcoming Board Appointments for May as the Health Board and the Zoning Board of Adjustment.

ITEM 19 – COMMISSIONERS' BUSINESS

Commissioner Mike Johnson stated he attended a NC20 meeting Thursday, April 1, and noted County Manager Outten would mention this during his business. He felt this meeting was telling on how disadvantaged we are. He stated if Senator Basnight were to ever leave office, our community would be absolutely devastated. He shared the NC20 group is beginning to understand the need for the formation of a lobby group to address the tasks that need to be accomplished in the legislature. He feels we are disadvantaged with votes and this fact may only get worse with redistricting after the Census.

Commissioner Dutton congratulated the service pin recipients, and thanked Sue Hewitt for the work she does at Social Services. He stated she is well deserved of the Employee of the Month award. He thanked the Dare County 911 communications team for their professionalism and all they provide for the citizens of this County. He stated they do an outstanding job.

Commissioner Tillett shared she attended a meeting with Britthaven Corporation. She noted the lease is up and Nags Head is working to decide what they will do. She noted they shared with the director citizen concerns about the major problems that exist in the facility. She noted she would keep everyone up to date on how these issues are addressed. She thanked Chairman Judge and County Manager Outten for keeping the meeting on track during tense moments. She encouraged the Commissioners to get involved in ensuring that the place we put our loved ones in the best place in Dare County. She shared the commitment to making sure loved ones are taken care of properly. She announced Dare Days is coming up and confirmed she is the Commissioners representative. She asked for nominations for Dare Citizen of the Year to be submitted by the next meeting. She shared she would be going to Raleigh on Wednesday for the NCACC Board of directors meeting and asked if the Board had anything to share. Commissioner Richard Johnson asked her to make sure and mention beach nourishment and beach access. She noted she brings these issues up at every opportunity she has, but appreciates his reminder.

Vice Chairman- Burrus thanked the Telecommunicators for their work. He stated he is amazed by how nice their voices are when calling 911 when you need someone to listen and help in those difficult situations. He thanked the service pin recipients and Employee of the Month. He noted how much work they do and shared his experiences with each person and the great jobs they do. He noted the water at the canal area as you come off of the bridge is not the fault of DOT. They are not allowed to drain this water off into the marsh by the Federal Government and possibly CAMA. He noted it would be a huge benefit to be able to do so. DOT is saying they are running into problems with Fish and Wildlife and other involved entities in trying to remedy the situation. He stated the UEIS's purpose on the bridge is to deal with manmade ditches and ponds when the CCC built the area. He asked if this is of a historical consequence and is demanded to not be touched and to be maintained, why the dune line that the same CCC built under the same stipulation and the same time are not being handled in the same way. He noted the Federal Government needs to step up and do something instead of allowing it to wash out. He stated there is a lot of interest in little league activities. He encouraged the Commissioners to go out to games and to the parks to be involved. He stated to the Dare County Board of Education that what occurred on Cape Hatteras field on Saturday by the adults in attendance needs to be dealt with and quickly. He announced they have not done anything about the issue for a couple of years and it has gotten worse. He stated this time, what has taken place has negatively affected not only Dare County kids, but those coming in and needs to be dealt with quickly. He was embarrassed by the situation and noted he knows the Board of Education has rules and regulations they must abide by. However, he requested they do what needs to be done. He stated it is dangerous and needs to be handled. He expressed his frustration with how ambulance transfers are being handled on the southern end of Dare County. He shared he sees an ambulance pull in at Hatteras or Avon Medical and then a helicopter comes in and takes the person out when they could be helped by the medical professionals in those facilities. Due to doctors' orders, people are refused help and instead shipped somewhere else. He shared protocol and policy is not the same for every situation. He feels this is done in order to gain more funds and noted this process needs to be challenged. He stated the current procedures are unacceptable.

Commissioner Shea echoed the comments complimenting the service pin recipients and Sue Hewitt, Employee of the Month. He stated these are the type folks that make the County what it is. He stated the Telecommunicators are the ones you turn to when a life is on the line and shared he does not feel like they are appreciated enough. He complimented the Outer Banks Scenic Byway Committee for the work they have done putting together the plan for additional pathways. He shared he is pleased they would be applying for the grant.

Commissioner Richard Johnson thanked the Telecommunicators and noted they operate under as much stress every day as anyone in the County. He shared they control dispatches of fireman, police, EMT and manage to keep up with where everyone is and who is on site. He shared his amazement at their abilities to stay calm with the ability to comfort the citizens. He feels they need credit for what they do as it is a tremendously important and stressful job. He shared he sincerely appreciates what they do. He shared in regards to NC20, he feels we could get allies in the western portion of the State who get the same kind of treatment and have a lot of the same problems. He stated they might be able to help us on issues and us help them as well. He stated this could be an opportunity to get almost a majority of counties together to address issues and help each other.

Chairman Judge noted Commissioner Tillett brought up Britthaven Nursing Home and he stated since the meeting, there has been punitive action taken on concerns because the comments have gotten to those inside the business. He encouraged all those with family and friends in a home to report issues to the 800 numbers that are inside the home in order to go on record with the complaints. He also asked that these issues are brought to the attention of himself, Commissioner Tillett and the Mayor of Nags Head. He shared the need for advocacy for the people in this stage of life. He noted Vice-Chairman Burrus's comments on the ponding water near the bridge. He stated just a half mile from the meeting location there is a pond being dug with permits to collect stormwater run off and then funneled to Shallowbag Bay after filtration. He stated U.S. Fish and Wildlife needs to be a good corporate citizen in Dare County. He feels Allen's point on the dunes was exactly on target as the County has often said we do not need beach

nourishment, but rather *re*nourishment of the dunes that were built by the Federal Government to encourage commerce and development at the shore. He feels this is evidence of high-tech discrimination by the Federal Government and Special Interest Groups. He also called on the elected colleagues of the Board of Education to address the horrible incident that occurred on Hatteras Island swiftly so that our children and those from visiting schools are not in danger.

MANAGER'S/ATTORNEY'S BUSINESS

County Manager Outten shared at an upcoming meeting, there will be a presentation regarding patient navigators with the Cancer Institute in Dare County. He noted discussion on whether these navigators will be employed by Dare County with the County being reimbursed by the UNC system. He shared Chairman Judge has been actively involved in this process. Chairman Judge stated the County has been without the navigators and Jean Sellers has done a tremendous job to hold down the fort. He shared the desires of both UNC and the County to get these positions back. He stated the effort is from Chapel Hill and Raleigh as they feel the positions would work better with local management supervision. He stated UNC would pick up the expense and train the navigators to get people educated as to what is available and to get them into the program to ensure good treatment for those battling cancer.

Mr. Outten noted an email he received Thursday from the NCACC asking for support in legislation action regarding E911 funding. He described the movement to broaden the uses for which E911 funds can be used. Currently, these can only cover equipment used to receive 911 calls. The legislation is trying to allow the funds to cover costs and expenses associated with the dispatching of an E911 call. He stated if funds are not spent, they just sit in the fund while there are other needs at the other end of the 911 system. He stated they are also asking for more local representation on 911 Board. He stated current statute provides that the majority of Boards is made up of the Telecommunications industry and does not represent the fact that the 911 services are primarily local government oriented. They are hoping to have a better say in promoting and improving the services with the money that is allocated. He requested authorization to send a letter of support to appropriate people with regard to E911 funding.

MOTION

Commissioner Tillett motioned as detailed.

Vice-Chairman Burrus seconded the motion.

VOTE: AYES unanimous

Mr. Outten gave background information on NC20 stating they are a group of the twenty (20) coastal counties that formed when the stormwater issue came up years ago. He explained the group became more cohesive with the insurance issue and now meets regularly a couple of times a year. They are beginning to realize there are more issues that impact counties east of I-95 than in any other part of the State. He noted there has been a movement to try and coalesce the group to speak with one voice to get things accomplished in legislation. He noted towns, counties, businesses, individuals and associations can join. He stated there are a number of common issues that impact everyone and currently, the group does not have the clout to control the debate and result of the issues that involve the area. He noted issues that came from the most recent meeting of the NC20 stating the News & Observer has been given misleading statistics in order to funnel money to the Piedmont as it relates to the current equity formula for how transportation and road construction dollars are dispersed. He stated this issue is a big deal for the smaller counties around us that need roads. He expressed the potential impact on access to Dare County as well how the proposition would limit this access. He stated NC20 is pushing hard to voice support for the current equity formula. He requested authorization to send a support letter to this effect.

MOTION

Commissioner Shea motioned as detailed.

Vice-Chairman Burrus and Commissioner Dutton seconded the motion.

VOTE: AYES unanimous

Mr. Outten noted other issues at the NC20 meeting involving: 1) Stormwater noting Dr. Nancy White gave a presentation on this item; and 2) Insurance and the need for the legislature to appoint the study commission that deals with our rates. He noted Willo Kelly presented statistical information that clearly show the loss rates in the Piedmont are significantly greater than what is here in this region. Senator Basnight and Representative Spear were in attendance in addition to other elected officials in counties of the east. He expressed the need to continue to fight skyrocketing insurance rates. They also discussed redistricting and its negative impact to our region as growth has been in the Piedmont. Therefore, the region Senator Basnight represents will become larger while the Piedmont will get more representation. He noted the disparity we have already experienced and NC20 is working to fight, but shared how it will only get worse. He expressed the importance of increasing the NC20 group to address these issues. He noted on some issues, the group will need support from the western part of the State and noted the potential to have support on certain issues. They also discussed stormwater management issues and the current inability to affect legislation. Therefore, he urged people to join NC20.

AT 12:19 P.M. THE DARE COUNTY BOARD OF COMMISSIONERS ADJOURNED UNTIL 1:00 P.M. ON APRIL 5, 2010 FOR THE DEIS WORKSHOP.

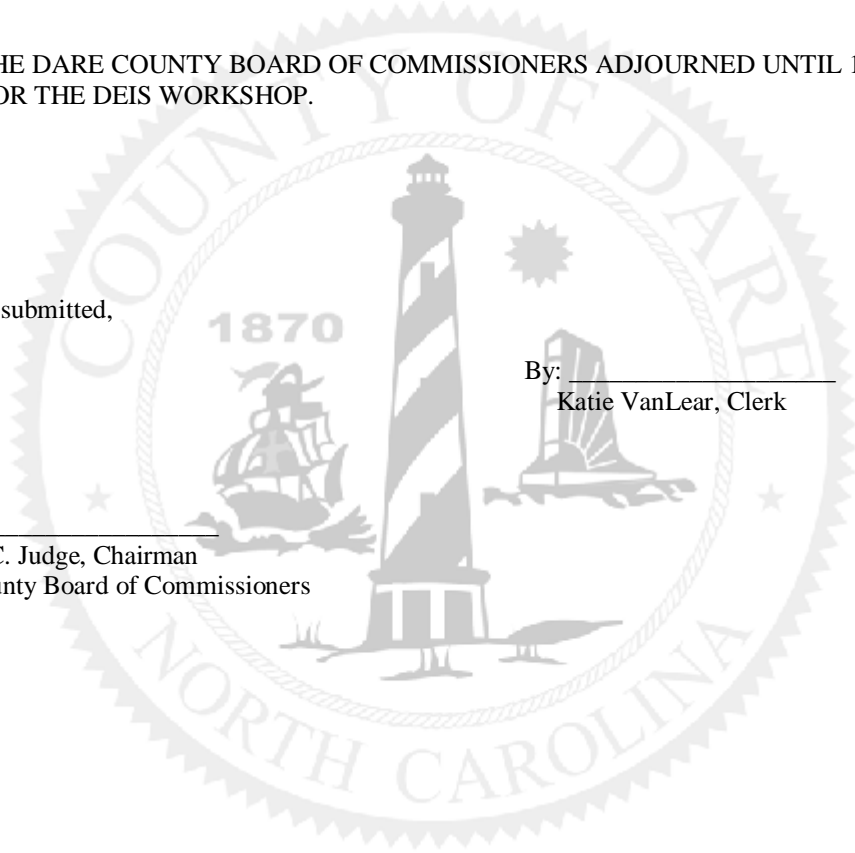
(SEAL)

Respectfully submitted,

APPROVED:

By: _____
Warren C. Judge, Chairman
Dare County Board of Commissioners

By: _____
Katie VanLear, Clerk





***RESOLUTION 10-04-16 OF THE DARE COUNTY BOARD OF COMMISSIONERS
TO POSTPONE DARE COUNTY'S PROPERTY REVALUATION
FROM JANUARY 1, 2011 TO JANUARY 1, 2013***

Description

See attached Resolution.

Item Presenter

None

Board Action Requested

Adoption

Res. 10-04-16

**RESOLUTION OF THE DARE COUNTY BOARD OF COMMISSIONERS
TO POSTPONE DARE COUNTY'S PROPERTY REVALUATION
FROM JANUARY 1, 2011 TO JANUARY 1, 2013**

WHEREAS, the Dare County Board of Commissioners advanced its scheduled octennial revaluation of all real property in Dare County to January 1, 2010, and implemented subsequent revaluations on a five year cycle by Resolution adopted October 16, 2006; and

WHEREAS, G.S. 105-286 (a) (2) provides that any county desiring to conduct a revaluation of real property earlier than required by this subsection (a) may do so upon adoption by the Board of County Commissioners of a resolution so providing; and

WHEREAS, Dare County postponed its scheduled revaluation of real property from January 1, 2010 to an effective date of January 1, 2011 by Resolution adopted September 21, 2009; and

WHEREAS, Dare County desires to further postpone its scheduled revaluation of real property from January 1, 2011 to an effective date of January 1, 2013, and to continue on its five year cycle subsequent to 2013; and

WHEREAS, the reappraisal work will be conducted by the staff of the Dare County Assessor's Office as part of its program of work each year;

NOW, THEREFORE, BE IT RESOLVED, that the Dare County Board of Commissioners does hereby postpone its scheduled revaluation of all real property in Dare County until January 1, 2013, and will continue subsequent revaluations on a five year cycle; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded promptly by the Clerk to the Board to the Department of Revenue as required by G.S. 105-286.

ADOPTED, this 19th day of April 2010.

Warren C. Judge, Chairman
Board of County Commissioners

ATTEST:

Katie VanLear
Clerk to the Board



Emergency Food and Shelter Budget Amendment

Description

This is to appropriate \$25,000 in Emergency Food and Shelter funding. This funds can be spent through November 30, 2010. Funding is 100% federal money and there is no effect on county dollars.

Item Presenter

N/A

Board Action Requested

Approve Budget Amendment

DARE COUNTY

BUDGET AMENDMENT

F/Y 2009/2010

ACCOUNT	CODE			INCREASE	DECREASE
	Org	Object	Project		
<u>Revenues:</u>					
EF&S Revenue	103026	423016		25,000	
 <u>Expenditures:</u>					
EFS Rent/Mortgage	104611	581401		25,000	

Explanation:

This is to appropriate \$25,000 of Emergency Food and Shelter funding. These funds can be used to assist with rent and mortgage. This is 100% federal funding and; therefore, there is no effect on county funding.

Approved by:

Board of Commissioners: _____

Date: _____

County Manager: _____

Date: _____

(sign in red)

Finance only:

Date entered: _____ Entered by: _____ Reference number: _____

efsp.unitedway.org

Emergency Food and Shelter Program
701 North Fairfax Street, Suite 310
Alexandria, VA 22314-2064
Phone 703-706-9660 Fax 703-706-9677

28-6378-00

03/30/10

6378-00 Dare County, NC

Jay Burrus
Dare County Dept. of Social Services
Post Office Box 669
Manteo, NC 27954

LOCAL BOARD ID: 637800

RE: Payments made for Phase 28
LOCAL BOARD ID: 637800

Begin Spending Date: 12/01/09
End Spending Date: 11/30/10

The Local Board Plan for the jurisdiction noted above has been received and processed. The payment status of each LRO is noted below.

EFSP funds are Federal funds authorized under Public Law 111-83. The CFDA number for EFSP is 97.024.

Payments were made today to the following LROs in your jurisdiction under this phase of the Emergency Food and Shelter National Board Program:

002 - Dare Co. Department of Social Services	
First payment (E266063)	\$12,500.00 of \$25,000.00
006 - Beach Food Pantry	
First payment (E266064)	\$2,502.00 of \$5,004.00
007 - Mount Olivet Food Pantry	
First payment (E266065)	\$1,250.00 of \$2,500.00

Second payments will be disbursed to eligible LROs only upon the written submission of each LRO's Second Payment Request/Interim Report. The Local Board should authorize second payments only if they are assured that the LRO is implementing the current program as intended and according to the guidelines in the manual. The Second Payment Request/Interim Report is mailed to each LRO with their initial payment notification. It is due to the Local Board by July 15, 2010.

We have not received Second Payment Request Forms for the following LROs in your jurisdiction. Please check with these LROs periodically to see when or if they need the unpaid portion of their awards. The dollar amount shown is the amount still due these LROs. All Second Payment Request/Interim Report Forms must be received by the National Board by July 31, 2010.

002 - Dare Co. Department of Social Services	\$12,500.00 of \$25,000.00
006 - Beach Food Pantry	\$2,502.00 of \$5,004.00
007 - Mount Olivet Food Pantry	\$1,250.00 of \$2,500.00

Totals to Date:

Award to jurisdiction:	\$32,504.00
Amount paid to all LROs:	\$16,252.00





Agreement to provide accounting services to Wanchese Community Center District

Description

For ease of financial compliance and reporting, Wanchese Community Center District wishes to contract with the Dare County Finance Department for accounting services.

Item Presenter

None.

Board Action Requested

Authorize the Chairman to execute the attached accounting services agreement.

**AGREEMENT TO PROVIDE ACCOUNTING SERVICES TO
THE WANCHESE COMMUNITY CENTER DISTRICT**

This agreement is made by and between the County of Dare for services of the Dare County Finance Department ("the County") to Wanchese Community Center and is entered into this 6th day of April, 2010, with respect to the following:

WHEREAS, Wanchese Community Center is in need of financial and accounting services in connection with the execution of its duties; and

WHEREAS, the County is authorized to provide financial and accounting services to Wanchese Community Center at no cost;

NOW THEREFORE, to accomplish these objectives, the County and Wanchese Community Center enter into this service agreement ("Agreement"), as follows:

1. Term of Agreement. The Agreement shall cover the period of time from and including July 1, 2009, to and including June 30, 2010. This Agreement will automatically renew each fiscal year thereafter. Termination may be made by either party upon one hundred and twenty (120) days written notice prior to the applicable termination date.

2. Scope of Services. The County shall provide general financial and accounting services as requested by Wanchese Community Center, including but not limited to:

- Recording of cash receipt transactions;
- Recording of cash disbursement transactions and processing of 1099 forms;
- Providing budgetary control to include recording of the original budget ordinance and all budget amendments;
- Providing quarterly financial statement reports from the County financial management system;
- Enforcement of County internal controls on the processing of Wanchese Community Center transactions and on the funds of Wanchese Community Center;
- Fixed assets recording and the generation of depreciation expense annually;
- Providing for external annual audit; and
- Providing financial and accounting review services as requested.

Except as provided by the North Carolina Public Records Act, only the County Finance Department personnel and Wanchese Community Center board members shall have access to Wanchese Community Center transactions.

3. Policies and Procedures.

- Wanchese Community Center will forward a monthly record of financial transactions, along with supporting documentation, to the County Finance Department in a timely manner, being no later than the last day of the following month, for purposes of recording the activity in the County financial management system.
- The County will provide quarterly financial statement reports from the County financial management system to the Chairman of Wanchese Community Center, and to any other Wanchese Community Center board member upon request.
- The County shall process all transactions and services in accordance with North Carolina law.

4. Communication. The County shall maintain an ongoing relationship with Wanchese Community Center by providing a designated liaison from the County Finance Department who will have responsibility for coordinating accounting services. County staff will meet with Wanchese Community Center board members as necessary and as requested.

5. Wanchese Community Center Responsibilities.

- Follow policies and procedures for the processing of financial transactions;
- Properly authorize all transactions for the acquisition of and payment for all goods and services;
- Develop annual budget and promptly provide the County with annual budgets and any amendments thereto;
- Identify items to be recorded as fixed assets.

6. Indemnification. The County and Wanchese Community Center shall each defend, indemnify and hold harmless each other, as well as those of their respective officers, agents and employees who perform any services or duties under this Agreement, from any claims, loss or liability including without limitation, those for personal injury (including death) or damage to property, arising out of or connected with any aspect of the performance by that party or its officers, agents, or employees, of the services or obligations required of that party under this Agreement.

7. Amendment. Except as otherwise provided herein, this Agreement may be modified or amended only in writing and only with the prior written consent of both parties.

8. Severability. If any provision of this Agreement, or any portion thereof, is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of this Agreement.

9. Venue. The venue for any legal action filed by either party in State court to enforce any provision of this Agreement shall be Dare County, North Carolina.

10. Entirety of Contract. This Agreement constitutes the entire agreement between the parties relating to the specific subject of this Agreement and supersedes all previous agreements, promises, representations, understanding and negotiation, whether written or oral, among the parties with respect to the subject matter hereof.

IN WITNESS WHEREOF, this Agreement was executed by the parties hereto and effective as of April 6, 2010.

County of Dare,
North Carolina

Wanchese Community Center,
Wanchese, NC

By: _____

Name: Warren Judge

Title: Chairman

Date: _____

By: _____

Name: Thomas Baum

Title: Chairman

Date: _____

Attest:

COPY

By: _____

Name: Katie VanLear

Title: Clerk to the Board

Date: _____

By: _____

Name: _____

Title: _____

Date: _____