

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: March 3, 2014
Presenter: County Manager Bill Rich
Attachment: Yes

ITEM TITLE: APPOINTMENT – BHM REGIONAL LIBRARY BOARD

SUMMARY: Gwen Mullen was appointed to serve on the BHM Regional Library Board in January 2008. Ms. Mullen’s term ended December 2013.

Mrs. Mullen has agreed to serve another term on the BHM Regional Library Board.

RECOMMEND: Appoint.

Motion Made By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.



B H M REGIONAL LIBRARY

"The Best Place to Start"

158 North Market Street Washington, NC 27889
Phone: (252) 946-6401 Fax: (252) 946-0352

January 16, 2014

Lois Stotesberry
Clerk to Commissioners' Board
P.O. Box 188
Swan Quarter NC, 27885

Dear Lois:

Gwen Mullen's term on the BHM Regional Board has expired. I would like to recommend her name for another term. She has done a great job representing Hyde County. Please let me know if there is a form to fill out.

Thank you.

Susan Benning

Susan Benning, Director
BHM Regional Library System
158 North Market St.
Washington NC 27889
252-946-6401
www.bhmlib.org
sbenning@bhmlib.org

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: March 3, 2014
Presenter: Manager Rich
Attachment: No

ITEM TITLE: APPOINTMENT TO HYDE RECREATION COMMITTEE

SUMMARY: Commissioner Simmons has served as a member of the Hyde County Recreation Committee since it was reformed in 2012. As he is now serving on the Hyde Board of Commissioners, a replacement needs to be named to serve in his vacancy. This new committee member must be a resident of Fairfield Township.

RECOMMEND: Nomination of new committee member.

Motion Made By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: March 3, 2014
Presenter: County Manager Bill Rich
Attachment: Yes

ITEM TITLE: RESOLUTION SUPPORTING THE REMOVAL OF BRIDGE #79
(ROPER LANE) IN ENGELHARD AND REPLACING WITH A
PEDESTRIAN BRIDGE

SUMMARY: Sterling Baker, Division Maintenance Engineer and John S. Abel, Jr., Division Bridge Program Manager conducted public hearing to receive comments on the proposed removal of Bridge #79 and replacing it with a pedestrian bridge.

The Hyde County Board of Commissioners supports NCDOT replacing Bridge #79 on Roper Lane in Engelhard, in Hyde County with a pedestrian bridge.

RECOMMEND: Adopt resolution.

Motion Made By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

COUNTY OF HYDE

Board of Commissioners

Barry Swindell, Chair
Earl Pugh, Jr., Vice-chair
John Fletcher
Benjamin Simmons, III
Dick Tunnell

30 Oyster Creek Road
PO Box 188
SWAN QUARTER, NORTH CAROLINA
252-926-4400
252-926-3701 Fax

Bill Rich
County Manager

Fred Holscher
County Attorney

Lois Stotesberry, CMC, NCCCC
Clerk to the Board



RESOLUTION SUPPORTING THE REMOVAL OF BRIDGE #79 (ROPER LANE) IN ENGELHARD AND REPLACING WITH A PEDESTRIAN BRIDGE

WHEREAS, the Hyde County Board of Commissioners are aware of the potential of removal of bridge #79 in Engelhard, in Hyde County and replacing it with a pedestrian bridge; and

WHEREAS, on February 3, 2014, NC DOT Division Maintenance Engineer Sterling Baker presented to the Hyde County Board of Commissioners draft plans on how to handle Bridge #79 in Engelhard and recommended replacing it with a pedestrian bridge; and,

WHEREAS, Mr. Baker reported the bridge is functionally obsolete and structurally deficient; and, construction of a new bridge would destroy Jessie Gibbs Service Station; and,

WHEREAS, the Hyde County Board of Commissioners approves the Plan and requests that the NC DOT seek full implementation of the bridge replacement project; and,

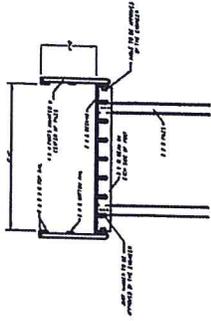
NOW THEREFORE, BE IT RESOLVED, the Hyde County Board of Commissioners adopt resolution of support and recommend the North Carolina Department of Transportation remove and replace Bridge #79 on Roper Land with a pedestrian bridge.

Adopted this the 3rd day of March, 2014, in Hyde County, North Carolina.

ATTEST: _____
Lois Stotesberry, Clerk to the Board

Barry Swindell, Chairman

PROJECT REFERENCE NO.	SHEET NO.
DATE	
DESIGNED BY	CHECKED BY
DRAWN BY	APPROVED BY



SECTION A - A

NOTES

MINIMUM PILE PENETRATION FOR PIERS SHALL BE 100 FEET
 SMALL MEMBERS SHALL HAVE PRE-DRILLED HOLES TO
 PREVENT SPLITTING DURING CONSTRUCTION.

2 X 6 DECKING TO BE ATTACHED TO JOISTS
 USING 3" X 7/8" GALVANIZED SCREWS.

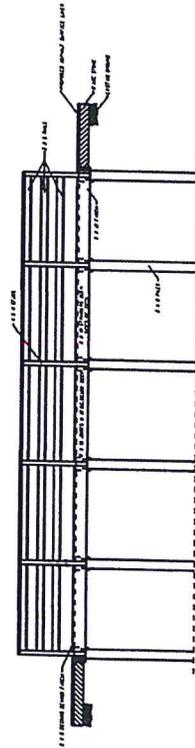
ALL BOLTS, NUTS, WASHERS, ETC. SHALL BE HOT DIPPED GALVANIZED
 AFTER FABRICATION, IN ACCORDANCE WITH ASTM A553
 TREATED TIMBER AND LUMBER SHALL BE USED AND SHALL BE IN
 ACCORDANCE WITH 2012 NC DOT STANDARD SPECIFICATIONS SECTION 1092
 AND SHALL BE SOUTHERN YELLOW PINE, GRADE 2 OR BETTER

ALL WORK SHALL BE ACCOMPLISHED AS DIRECTED BY THE ENGINEER.
 ANY DISCREPANCIES FOUND ON THIS DRAWING SHALL BE BROUGHT
 TO THE ATTENTION OF THE ENGINEER BEFORE PROCEEDING.

BASIS OF PAYMENT FOR THE BOARDWALK WILL BE AT THE LUMP SUM
 CONTRACT PRICE FOR "TIMBER BOARDWALKS" AND WILL BE FULL
 COMPENSATION FOR FURNISHING ALL MATERIAL, LABOR, TOOLS, AND
 INCIDENTALS NECESSARY FOR INSTALLING IN PLACE.

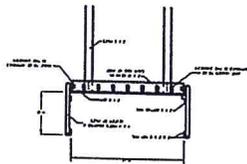


PLAN VIEW



ELEVATION VIEW

DATE	BY



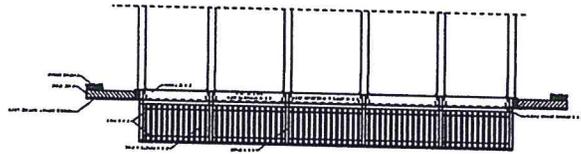
SECTION A - A

NOTES

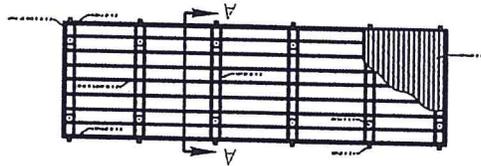
MINIMUM PILE PENETRATION FOR PIERS SHALL BE 100 FEET
 SMALL MEMBERS SHALL HAVE PRE-DRILLED HOLES TO
 PREVENT SPLITTING DURING CONSTRUCTION.
 2 X 6 DECKING TO BE ATTACHED TO JOISTS
 USING 3 X 1/8 GALVANIZED SCREWS.

ALL BOLTS, NUTS, WASHERS, ETC. SHALL BE HOT DIPPED GALVANIZED
 AFTER FABRICATION, IN ACCORDANCE WITH ASTM A53
 TREATED TIMBER AND LUMBER SHALL BE USED AND SHALL BE IN
 ACCORDANCE WITH 2012 NC DOT STANDARD SPECIFICATIONS SECTION 1082
 AND SHALL BE SOUTHERN YELLOW PINE, GRADE 2 OR BETTER
 ALL WORK SHALL BE ACCOMPLISHED AS DIRECTED BY THE ENGINEER.
 ANY DISCREPANCIES FOUND ON THIS DRAWING SHALL BE BROUGHT
 TO THE ATTENTION OF THE ENGINEER BEFORE PROCEEDING.
 BASIS OF PAYMENT FOR THE BOARDWALK WILL BE AT THE LUMP SUM
 CONTRACT PRICE FOR FURNISHING ALL MATERIAL, LABOR, TOOLS, AND
 INCIDENTALS NECESSARY FOR INSTALLING IN PLACE.

ELEVATION VIEW



PLAN VIEW



Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: February 3, 2014
Presenter: Commissioner Pugh
Attachment: Yes

ITEM TITLE: RESOLUTION OF SUPPORT OF FILLING VACANT NORTH CAROLINA COOPERATIVE EXTENSION POSITIONS

SUMMARY: The Hyde County Board of Commissioners fully support NC Cooperative Extension Service and the work this organization does to make our communities better places to live and work.

RECOMMEND: Adopt

Motion Made By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

COUNTY OF HYDE

Board of Commissioners

Barry Swindell, Chair
Earl Pugh, Jr., Vice-chair
Ben Simmons
John Fletcher
Dick Tunnell

30 Oyster Creek Road
PO Box 188
SWAN QUARTER, NORTH CAROLINA
252-926-4400
252-926-3701 Fax

Bill Rich
County Manager

Fred Holscher
County Attorney

Lois Stotesberry, CMC, NCCCC
Clerk to the Board



RESOLUTION OF SUPPORT OF FILLING VACANT NORTH CAROLINA COOPERATIVE EXTENSION POSITIONS

WHEREAS, North Carolina Cooperative Extension Service serves all 100 counties in North Carolina including Hyde County; and

WHEREAS, North Carolina Cooperative Extension Service's mission is to empower people and provide solutions including Agricultural Services; and

WHEREAS, Agriculture provides an estimated financial impact from crops (82,680 total acres in farms), livestock, and government payments of \$74,452,788 in Hyde County; and,

WHEREAS, Agriculture in Northeast North Carolina has an economic impact that exceeds \$1.5 billion annually; and,

WHEREAS, North Carolina Cooperative Extension Service Agricultural Extension Agents provide unbiased, research-based production information to area farmers; and,

WHEREAS, area Agriculture Extension Agents provide on-farm tests including field days such as the Northeast Ag Expo and Blacklands Tour; and,

WHEREAS, North Carolina Cooperative Extension Service has a total of four (4) Agricultural Agent vacancies in Northeastern North Carolina; and,

THEREFORE, BE IT RESOLVED that we, the Hyde County Board of Commissioners fully support North Carolina Cooperative Extension Service and the work this organization does to make our communities better places in which to live and work; and,

BE IT FURTHER RESOLVED, that this resolution be spread upon other counties in the northeast to request that North Carolina State University and North Carolina AT&T State University fill vacant Agent positions with Ag Agents.

Adopted this the 3rd day of March 2014, in Hyde County, North Carolina.

ATTEST: _____
Lois Stotesberry, Clerk to the Board

Barry Swindell, Chairman

RESOLUTION NO: 2014 –

RESOLUTION OF SUPPORT OF FILLING VACANT NORTH CAROLINA
COOPERATIVE EXTENSION POSITIONS

WHEREAS, North Carolina Cooperative Extension Service serves all 100 counties in North Carolina, including Catawba County; and

WHEREAS, North Carolina Cooperative Extension Service's mission is to empower people and provide solutions in the areas of Agricultural Services, Family and Consumer Sciences, 4-H Youth Development, and Environment / Natural Resources; and

WHEREAS, Agriculture provides an estimated direct financial impact of \$52,021,012 from 71,906 acres of farmland that supports crops and livestock in Catawba County; and

WHEREAS, the services provided in the Family and Consumer Sciences are integral to maintaining food safety in Catawba County as well as in equipping citizens with essential knowledge related to maintaining proper nutrition and managing chronic diseases; and

WHEREAS, the leadership of Cooperative Extension has historically provided a key bridge between Catawba County Government and the citizens it serves; and

WHEREAS, North Carolina Cooperative Extension Service has had long-standing vacancies in several key positions in Catawba County, including Livestock / Row Crops, Family and Consumer Sciences, Cooperative Extension Director, with additional vacancies in surrounding counties.

NOW, THEREFORE, BE IT RESOLVED that the Catawba County Board of Commissioners hereby fully supports the North Carolina Cooperative Extension Service and the work the Extension Service does to make our communities better places in which to live and work.

BE IT FURTHER RESOLVED that the Board of Commissioners requests that North Carolina State University fill the vacant positions of Agricultural / Livestock Agent, Family and Consumer Sciences Agent, and Cooperative Extension Director in Catawba County.

Adopted this 21st day of January, 2014.

Katherine W. Barnes, Chair
Catawba County Board of Commissioners



**PERQUIMANS COUNTY
BOARD OF COMMISSIONERS**

MARY P. HUMNICUTT
CLERK TO BOARD
W. FRANK HEATH, III
COUNTY MANAGER

P.O. BOX 45
HERTFORD, NORTH CAROLINA 27944
TELEPHONE: 1-252-426-7550

JANICE MCKENZIE COLE
CHAIR
EDWARD R. MELZULIN
VICE CHAIRMAN
BENJAMIN C. HOBBS
KYLE JONES
TAMMY MILLER-WHITE
MATTHEW PEELER
W. HACKNEY HIGH, JR.
COUNTY ATTORNEY

RESOLUTION OF SUPPORT

WHEREAS, North Carolina Cooperative Extension Service serves all 100 counties in North Carolina including Perquimans County, and

WHEREAS, North Carolina Cooperative Extension Service mission is to empower people and provide solutions including Agricultural Services, and

WHEREAS, Agriculture provides an estimated financial impact from crops (68,468 acres of farmland), livestock, and government payments of \$74,302,125 in Perquimans County, and

WHEREAS, Agriculture in Northeast North Carolina has an economic impact that exceeds \$1.5 Billion annually, and

WHEREAS, North Carolina Cooperative Extension Service Agricultural Extension Agents provide unbiased, research-based production information to area farmers, and

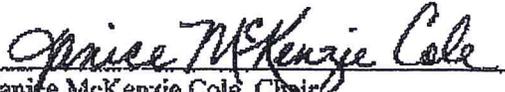
WHEREAS, area Agricultural Extension Agents provide on-farm tests including field days such as the Northeast Ag Expo and Blacklands Tour, and

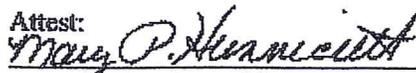
WHEREAS, North Carolina Cooperative Extension Service has a total of Four (4) Agricultural Agent vacancies in Northeastern North Carolina, and

BE IT RESOLVED that we, the Perquimans County Board of Commissioners fully support North Carolina Cooperative Extension Service and the work this organization does to make our communities better places in which to live and work, and

BE IT FURTHER RESOLVED that this resolution be spread upon other Counties in the northeast to request that North Carolina State University and North Carolina A&T State University fill vacant Agent positions with Ag Agents.

ADOPTED this 6th January, 2014.


Janice McKenzie Cole, Chair
Perquimans County Board of Commissioners

Attest:

Mary P. Humnicutt, Clerk to the Board



HYDE COUNTY

Census of Agriculture - 2007

Total Acres in County	392,146
Number of Farms	176
Total Land in Farms, Acres	82,680
Average Farm Size, Acres	470
Harvested Cropland, Acres	59,016
Average Age of Farmers	58.4
Average Value of Farm & Buildings	\$1,105,505
Average Market Value of Machinery & Equipment	\$171,764
Average Total Farm Production Expense	\$314,565



Crops - 2012		Acres Harvested	Yield	Production	Rank
Corn for Grain: Bu.		29,200	153	4,472,000	3
Cotton: Lbs.: Production in 480 Lb. Bales		17,700	1,020	37,600	11
Hay, Other: Tons		*	*	*	*
Peanuts: Lbs.		*	*	*	*
Soybeans: Bu.		25,800	42	1,094,000	22
Sweet Potatoes: Cwt.		*	*	*	*
Tobacco, Burley: Lbs.		*	*	*	*
Tobacco, Flue-Cured: Lbs.		*	*	*	*
Wheat: Bu.		16,600	67	1,115,000	11
Nursery, Greenhouse, Floriculture & Christmas Trees (Dollars)				*	*
Vegetables, Fruits, Nuts & Berries (Dollars)				9,107,000	16
Livestock				Number	Rank
Broilers Produced (2012)				*	*
Cattle, All (Jan. 1, 2013)				400	91
Beef Cows (Jan. 1, 2013)				300	90
Milk Cows (Jan. 1, 2013)				*	*
Hogs and Pigs (Dec. 1, 2012)				*	*
Layers (Dec. 1, 2012)				*	*
Turkeys Raised (2012)				*	*
Cash Receipts - 2012				Dollars	Rank
Livestock, Dairy and Poultry				260,000	98
Crops				71,275,000	21
Government Payments				2,917,788	39
Total				74,452,788	45

Bear, Hyde, Wash, Terrell

\$ 367,232,109

WASHINGTON COUNTY

Census of Agriculture - 2007

Total Acres in County	222,843
Number of Farms	187
Total Land in Farms, Acres	96,911
Average Farm Size, Acres	518
Harvested Cropland, Acres	80,128
Average Age of Farmers	58.8
Average Value of Farm & Buildings	\$1,159,455
Average Market Value of Machinery & Equipment	\$159,949
Average Total Farm Production Expense	\$303,371



Crops - 2012		Acres Harvested	Yield	Production	Rank
Corn for Grain: Bu.		29,000	141	4,075,000	5
Cotton: Lbs.: Production in 480 Lb. Bales		15,100	1,303	41,000	9
Hay, Other: Tons		*	*	*	*
Peanuts: Lbs.		*	*	*	*
Soybeans: Bu.		35,600	46	1,643,000	12
Sweet Potatoes: Cwt.		*	*	*	*
Tobacco, Burley: Lbs.		*	*	*	*
Tobacco, Flue-Cured: Lbs.		*	*	*	*
Wheat: Bu.		18,300	65	1,194,000	8
Nursery, Greenhouse, Floriculture & Christmas Trees (Dollars)				*	*
Vegetables, Fruits, Nuts & Berries (Dollars)				14,987,000	12
Livestock					
Broilers Produced (2012)				Number	Rank
Cattle, All (Jan. 1, 2013)				*	*
Beef Cows (Jan. 1, 2013)				1,300	77
Milk Cows (Jan. 1, 2013)				600	80
Hogs and Pigs (Dec. 1, 2012)				*	*
Layers (Dec. 1, 2012)				45,000	27
Turkeys Raised (2012)				*	*
Cash Receipts - 2012					
Livestock, Dairy and Poultry				Dollars	Rank
Crops				18,306,000	54
Government Payments				82,719,000	17
Total				3,446,574	38
				104,471,574	36

TYRRELL COUNTY

Census of Agriculture - 2007

Total Acres in County	248,980
Number of Farms	68
Total Land in Farms, Acres	53,870
Average Farm Size, Acres	792
Harvested Cropland, Acres	50,610
Average Age of Farmers	55.3
Average Value of Farm & Buildings	\$1,805,736
Average Market Value of Machinery & Equipment	\$269,674
Average Total Farm Production Expense	\$441,734



Crops - 2012		Acres Harvested	Yield	Production	Rank
Corn for Grain: Bu.		27,000	145	3,915,000	7
Cotton: Lbs.: Production in 480 Lb. Bales		*	*	*	*
Hay, Other: Tons		*	*	*	*
Peanuts: Lbs.		*	*	*	*
Soybeans: Bu.		31,300	44	1,361,000	16
Sweet Potatoes: Cwt.		*	*	*	*
Tobacco, Burley: Lbs.		*	*	*	*
Tobacco, Flue-Cured: Lbs.		*	*	*	*
Wheat: Bu.		17,400	68	1,186,000	10
Nursery, Greenhouse, Floriculture & Christmas Trees (Dollars)				*	*
Vegetables, Fruits, Nuts & Berries (Dollars)				584,000	89
Livestock				Number	Rank
Broilers Produced (2012)				*	*
Cattle, All (Jan. 1, 2013)				200	96
Beef Cows (Jan. 1, 2013)				100	95
Milk Cows (Jan. 1, 2013)				*	*
Hogs and Pigs (Dec. 1, 2012)				*	*
Layers (Dec. 1, 2012)				*	*
Turkeys Raised (2012)				*	*
Cash Receipts - 2012				Dollars	Rank
Livestock, Dairy and Poultry				83,000	99
Crops				48,810,000	29
Government Payments				2,273,892	47
Total				51,166,892	56

BEAUFORT COUNTY

Census of Agriculture - 2007

Total Acres in County	529,908
Number of Farms	369
Total Land in Farms, Acres	160,343
Average Farm Size, Acres	435
Harvested Cropland, Acres	130,240
Average Age of Farmers	57.0
Average Value of Farm & Buildings	\$1,115,057
Average Market Value of Machinery & Equipment	\$146,130
Average Total Farm Production Expense	\$209,597



5

Crops - 2012		Acres Harvested	Yield	Production	Rank
Corn for Grain: Bu.		40,700	125	5,087,000	2
Cotton: Lbs.: Production in 480 Lb. Bales		18,900	1,006	39,600	10
Hay, Other: Tons		*	*	*	*
Peanuts: Lbs.		*	*	*	*
Soybeans: Bu.		*	*	*	*
Sweet Potatoes: Cwt.		61,800	39	2,385,000	3
Tobacco, Burley: Lbs.		*	*	*	*
Tobacco, Flue-Cured: Lbs.		*	*	*	*
Wheat: Bu.		1,550	2,200	3,410,000	34
Nursery, Greenhouse, Floriculture & Christmas Trees (Dollars)		34,000	59	2,011,000	5
Vegetables, Fruits, Nuts & Berries (Dollars)				481,000	83
				1,572,000	60
Livestock					
Broilers Produced (2012)				Number	Rank
Cattle, All (Jan. 1, 2013)				*	*
Beef Cows (Jan. 1, 2013)				1,500	73
Milk Cows (Jan. 1, 2013)				900	73
Hogs and Pigs (Dec. 1, 2012)				*	*
Layers (Dec. 1, 2012)				50,000	25
Turkeys Raised (2012)				*	*
Cash Receipts - 2012					
Livestock, Dairy and Poultry				Dollars	Rank
Crops				30,412,000	40
Government Payments				96,530,000	11
				10,198,855	16
Total				137,140,855	27

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: March 3, 2014
Presenter: Chris Hilbert, HCP
Attachment: Yes

ITEM TITLE: PROCUREMENT OF PROFESSIONAL SERVICES - HMGP

SUMMARY: Hyde County has received the Grant Agreement from NC Division of Emergency Management for the elevation of five (5) homes that suffered flood damage during Hurricane Irene in 2011. A request for proposals was published in the Washington Daily News for professional consulting services for asbestos inspection, surveying, and engineering. Proposals were received from the following firms:

Asbestos Inspections

- 1) W.F. Bulow
- 2) Keenan Consulting

Surveying

- 1) Hood Richardson
- 2) Spruill & Associates
- 3) Sorrell Land Surveying
- 4) Mayo & Associates

Engineering

- 1) Weston Lyall
- 2) Appian Engineering
- 3) James Rivera

Based on scoring by HCP, it is recommended that contracts be awarded to W.F. Bulow, Sorrell Land Surveying, and Appian Engineering for asbestos inspections, surveying, and engineering, respectively.

RECOMMEND: Approve HCP's recommendations for award of professional services, and authorize county staff to enter into contracts with W.F. Bulow, Sorrell Land Surveying, and Appian Engineering.

Motion Made By: ___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher
___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher
___ Earl Pugh, Jr.

Vote: ___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher
___ Earl Pugh, Jr.

NOTICE OF REQUEST FOR PROPOSALS
FOR PROFESSIONAL CONSULTING SERVICES
HYDE COUNTY HURRICANE IRENE HAZARD MITIGATION GRANT (HMGP) PROGRAM

Hyde County is currently involved in the administration of a Hazard Mitigation Grant Program (HMGP) funded by the North Carolina Department of Emergency Management through the Federal Emergency Management Agency (FEMA) to elevate five (5) residential structures damaged during Hurricane Irene. During the course of the project, the county will require professional services to complete the following project tasks:

- Professional Engineering Firm (structural design and inspection)
- Professional Surveying Firm (property surveys and elevation certificates)
- Asbestos Inspection Firm (asbestos inspection)

If your firm is interested in providing services to Hyde County for this program, please contact Holland Consulting Planners, Inc., by telephone at (910) 392-0060. The county's management consultant will mail detailed Instructions to Proposers to any firm contacting the consultant prior to February 12, 2014. The deadline for receipt of proposals is 5:00 pm, Wednesday, February 19, 2014. Hyde County is an equal opportunity employer and encourages proposals from historically underutilized businesses, including minority and women-owned firms.

HYDE COUNTY
Irene HMGP Program

MEMORANDUM

TO: Hyde Co Irene HMGP Asbestos, Surveying and Engineer procurement file

FROM: Chris Hilbert, Program Administrator

DATE: 2/24/14

SUBJECT: Procurement

Cc: Kris Noble, County Planner

Asbestos Inspections

W.F. Bulow and Keenan Consulting provided proposals. Cost and experience were about the same. W.F.Bulow rated higher based on response time.

Surveying

Hood Richardson, Spruill & Associates, Sorrell Land Surveying, and Mayo & Associates all provided proposals. Sorrell Land Surveying rated the highest based on hourly rates, experience in Hyde County and response time.

Engineering

Weston Lyall, Appian, and James Rivera all provided proposals. Appian Engineering rated the highest based on their extensive experience with this type of project.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: March 3, 2014
Presenter: Andrew Harris, CPA
Attachment: Yes

ITEM TITLE: FY2012-2013 HYDE COUNTY AUDIT PRESENTATION

SUMMARY: Andrew Harris, CPA, will present the FY2012-2013 Hyde County Audit.

RECOMMEND: Approve.

Motion Made By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: March 3, 2014
Presenter: Meredith Nicholson
Attachment: Yes

ITEM TITLE: ABC BOARD FINANCIAL REPORT

SUMMARY: Meredith Nicholson, Chairman, Hyde County ABC Board will present Profit & Loss reports for the month of January 2014.

RECOMMEND: Receive report.

Motion Made By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

4:52 PM
02/06/14
Accrual Basis

Hyde County Board of Alcohol Control
Balance Sheet
As of January 31, 2014

	Jan 31, 14
ASSETS	
Current Assets	
Checking/Savings	
1 Checking VantageSouth Bank	19,596.00
1004 · Petty Cash	150.00
Total Checking/Savings	19,746.00
Other Current Assets	
1150 · Accounts Receivable - Employees	2,723.21
1200 · Other Current Asset	
1201 · Liquor Inventory-Ocracoke	19,258.28
1202 · Liquor Inventory- Swan Quarter	13,300.03
Total 1200 · Other Current Asset	32,558.31
1250 · Prepaid Expenses	2,500.00
Total Other Current Assets	37,781.52
Total Current Assets	57,527.52
Fixed Assets	
1300 · Fixed Assets	
1330 · Equipment	47,358.50
1400 · Accumulated Depreciation	-30,229.83
Total 1300 · Fixed Assets	17,128.67
Total Fixed Assets	17,128.67
TOTAL ASSETS	74,656.19
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	40,965.89
Total Accounts Payable	40,965.89
Credit Cards	
2050 · VSB Credit Card	177.26
Total Credit Cards	177.26
Other Current Liabilities	
2100 · Other Current Liabilities	
2101 · EE Pension Withholding	794.36
Total 2100 · Other Current Liabilities	794.36
24000 · Payroll Liabilities	
2120 · Federal Income Tax (941)	681.00
2121 · FICA Withheld + Employer	1,315.80
2122 · NC Income Tax (NC-5)	265.00
2123 · NC Unemployment Tax Liability	81.41
Total 24000 · Payroll Liabilities	2,343.21
Total Other Current Liabilities	3,137.57
Total Current Liabilities	44,280.72
Long Term Liabilities	
2159 · 2159 L.T. Debt / County Loan	12,000.00
2160 · Loan Repayment	10,815.01
Total Long Term Liabilities	22,815.01
Total Liabilities	67,095.73

4:52 PM
02/06/14
Accrual Basis

Hyde County Board of Alcohol Control
Balance Sheet
As of January 31, 2014

	Jan 31, 14
Equity	
3000 - Opening Balance Equity	34.06
3020 - Retained Earnings	15,267.17
Net Income	-7,740.77
Total Equity	7,560.46
TOTAL LIABILITIES & EQUITY	74,656.19

4:51 PM
02/06/14
Accrual Basis

Hyde County Board of Alcohol Control
Profit & Loss
January 2014

	Administration	Ocracoke	Swan Quarter	TOTAL
Ordinary Income/Expense				
Income				
4000 · Sales				
4001 · Liquor Sales- Swan Quarter	0.00	0.00	19,335.05	19,335.05
4002 · Liquor Sales - Ocracoke	0.00	11,326.59	0.00	11,326.59
4005 · Mixed Beverage- Swan Quarter	0.00	0.00	3,639.14	3,639.14
4006 · Mixed Beverage - Ocracoke	0.00	559.70	0.00	559.70
Total 4000 · Sales	0.00	11,886.29	22,974.19	34,860.48
4020 · Deduct Taxes on Gross Sale				
4021 · State Excise Tax	0.00	-2,706.52	-5,230.48	-7,937.00
4022 · Rehabilitation Tax County	0.00	-32.26	-62.35	-94.61
4024 · Mixed Beverage Tax - NCDHHS	0.00	-11.20	-21.64	-32.84
Total 4020 · Deduct Taxes on Gross Sale	0.00	-2,749.98	-5,314.47	-8,064.45
Total Income	0.00	9,136.31	17,659.72	26,796.03
Cost of Goods Sold				
5000 · Cost of Goods Sold				
5001 · Cost of Liquor	0.00	5,109.61	12,778.68	17,888.29
5002 · Bailment	0.00	106.39	205.61	312.00
5003 · Surcharge	0.00	53.20	102.80	156.00
Total 5000 · Cost of Goods Sold	0.00	5,269.20	13,087.09	18,356.29
51800 · Merchant Account Fees	0.00	88.34	170.73	259.07
Total COGS	0.00	5,357.54	13,257.82	18,615.36
Gross Profit	0.00	3,778.77	4,401.90	8,180.67
Expense				
6000 · General Expenses				
6001 · Salary Wages	3,461.55	0.00	0.00	3,461.55
6003 · Hourly Wages	1,395.33	3,076.00	667.00	5,138.33
6005 · Payroll Tax Expenses				
66001 · FICA Expense	381.20	235.32	51.03	667.55
66003 · NC Unemployment Tax	48.57	26.16	6.68	81.41
Total 6005 · Payroll Tax Expenses	429.77	261.48	57.71	748.96
6030 · Employer Matching Pension	244.74	184.95	0.00	429.69
6050 · Alarm services	0.00	0.00	48.04	48.04
6060 · Rent	0.00	500.00	280.00	780.00
7090 · Telephone	0.00	143.96	143.97	287.93
7125 · Supplies				
7130 · Store Supplies	0.00	0.00	57.77	57.77
7140 · Office Supplies	0.00	3.36	8.01	11.37
Total 7125 · Supplies	0.00	3.36	65.78	69.14
7160 · Delivery	50.01	0.00	0.00	50.01
7180 · Postage	58.62	0.00	0.00	58.62
7181 · Contract Labor	0.00	25.00	0.00	25.00
7210 · Utilities Services				
7120 · Electric Service	0.00	0.00	161.00	161.00
7210 · Utilities Services - Other	0.00	0.00	32.00	32.00
Total 7210 · Utilities Services	0.00	0.00	193.00	193.00
Total 6000 · General Expenses	5,640.02	4,194.75	1,455.50	11,290.27
60200 · Automobile Expense	0.00	0.00	30.00	30.00
60400 · Bank Service Charges	59.00	35.00	0.00	94.00
61700 · Computer and Internet Expenses	-446.48	0.00	0.00	-446.48
63400 · Interest Expense	47.80	0.00	0.00	47.80
Total Expense	5,300.34	4,229.75	1,485.50	11,015.59
Net Ordinary Income	-5,300.34	-450.98	2,916.40	-2,834.92
Other Income/Expense				
Other Income				
8000 · Other Income				
8091 · Cash Over - Swan Quarter	0.00	0.00	0.05	0.05
Total 8000 · Other Income	0.00	0.00	0.05	0.05
Total Other Income	0.00	0.00	0.05	0.05

4:51 PM
02/06/14
Accrual Basis

Hyde County Board of Alcohol Control
Profit & Loss
January 2014

	Administration	Ocracoke	Swan Quarter	TOTAL
Other Expense				
7000 · Other Expenses				
7001 · Administration Allocated	-5,300.34	1,807.42	3,492.92	0.00
Total 7000 · Other Expenses	-5,300.34	1,807.42	3,492.92	0.00
Total Other Expense	-5,300.34	1,807.42	3,492.92	0.00
Net Other Income	5,300.34	-1,807.42	-3,492.87	0.05
Net Income	0.00	-2,258.40	-576.47	-2,834.87

5:00 PM

02/06/14

Accrual Basis

Hyde County Board of Alcohol Control
Profit & Loss
 July 2013 through January 2014

	Administration	Ocracoke	Swan Quarter	TOTAL
Ordinary Income/Expense				
Income				
4000 · Sales				
4001 · Liquor Sales- Swan Quarter	0.00	0.00	113,234.71	113,234.71
4002 · Liquor Sales - Ocracoke	0.00	191,061.57	0.00	191,061.57
4005 · Mixed Beverage- Swan Quarter	0.00	0.00	9,745.62	9,745.62
4006 · Mixed Beverage - Ocracoke	0.00	99,307.56	0.00	99,307.56
Total 4000 · Sales	0.00	290,369.13	122,980.33	413,349.46
4020 · Deduct Taxes on Gross Sale				
4021 · State Excise Tax	0.00	-69,457.92	-27,920.08	-97,378.00
4022 · Rehabilitation Tax County	0.00	-794.91	-328.89	-1,123.80
4024 · Mixed Beverage Tax - NCDHHS	0.00	-750.04	-221.45	-971.49
Total 4020 · Deduct Taxes on Gross Sale	0.00	-71,002.87	-28,470.42	-99,473.29
Total Income	0.00	219,366.26	94,509.91	313,876.17
Cost of Goods Sold				
5000 · Cost of Goods Sold				
5001 · Cost of Liquor	0.00	145,297.91	62,271.77	207,569.68
5002 · Bailment	0.00	1,286.34	713.66	2,000.00
5003 · Surcharge	0.00	644.48	357.12	1,001.60
Total 5000 · Cost of Goods Sold	0.00	147,228.73	63,342.55	210,571.28
51800 · Merchant Account Fees	0.00	3,996.99	1,545.52	5,542.51
Total COGS	0.00	151,225.72	64,888.07	216,113.79
Gross Profit	0.00	68,140.54	29,621.84	97,762.38
Expense				
6000 · General Expenses				
6001 · Salary Wages	24,692.36	0.00	0.00	24,692.36
6003 · Hourly Wages	12,957.00	16,310.00	5,294.83	34,561.83
6005 · Payroll Tax Expenses				
66001 · FICA Expense	4,156.50	1,286.55	405.05	5,848.10
66002 · FUTA Expense	-7.46	2.76	4.70	0.00
66003 · NC Unemployment Tax	6,298.92	161.52	62.21	6,522.65
6005 · Payroll Tax Expenses - Other	1,829.45	0.00	0.00	1,829.45
Total 6005 · Payroll Tax Expenses	12,277.41	1,450.83	471.96	14,200.20
6006 · ABC Board Compensation				
6006A · Board Compensation - Contract	-150.00	0.00	0.00	-150.00
6006 · ABC Board Compensation - Other	3,600.00	0.00	0.00	3,600.00
Total 6006 · ABC Board Compensation	3,450.00	0.00	0.00	3,450.00
6020 · Insurance-General(R&W)	646.80	0.00	0.00	646.80
6030 · Employer Matching Pension	1,142.11	1,047.34	163.15	2,352.60
6040 · Legal & Accounting Fees	7,000.00	0.00	0.00	7,000.00
6050 · Alarm services	0.00	0.00	336.28	336.28
6060 · Rent	0.00	3,500.00	1,960.00	5,460.00
66000 · Payrol ITax Expenses	13.05	0.00	0.00	13.05
7090 · Telephone	0.00	1,001.42	992.68	1,994.10
7110 · Equipment Repairs Maintenance	0.00	0.00	6.29	6.29
7125 · Supplies				
7130 · Store Supplies	0.00	173.36	312.76	486.12
7140 · Office Supplies	172.48	217.23	338.40	728.11
Total 7125 · Supplies	172.48	390.59	651.16	1,214.23
7150 · Travel	421.22	906.51	0.00	1,327.73
7160 · Delivery	233.32	75.00	0.00	308.32
7170 · Pest Control	0.00	0.00	102.00	102.00
7180 · Postage	96.79	46.00	55.20	197.99
7181 · Contract Labor	44.00	410.00	295.00	749.00
7200 · Miscellaneous	62.40	0.00	0.00	62.40
7210 · Utilities Services				
7120 · Electric Service	0.00	0.00	1,239.00	1,239.00
7210 · Utilities Services - Other	0.00	0.00	256.33	256.33
Total 7210 · Utilities Services	0.00	0.00	1,495.33	1,495.33
Total 6000 · General Expenses	63,208.94	25,137.69	11,823.88	100,170.51
60200 · Automobile Expense	103.50	0.00	30.00	133.50
60400 · Bank Service Charges	289.60	70.00	35.00	394.60
61700 · Computer and Internet Expenses	325.76	183.17	756.40	1,265.33
63300 · Insurance Expense	1,820.43	0.00	0.00	1,820.43
63400 · Interest Expense	439.49	0.00	53.87	493.36
66700 · Continuing Education	125.00	0.00	0.00	125.00
68900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.00
69800 · Uncategorized Expenses	0.00	0.00	0.00	0.00
Total Expense	66,312.72	25,390.86	12,699.15	104,402.73
Net Ordinary Income	-66,312.72	42,749.68	16,922.69	-6,640.35

5:00 PM

02/06/14

Accrual Basis

Hyde County Board of Alcohol Control
Profit & Loss
July 2013 through January 2014

	Administration	Ocracoke	Swan Quarter	TOTAL
Other Income/Expense				
Other Income				
8000 · Other Income				
8091 · Cash Over - Swan Quarter	0.00	0.00	0.05	0.05
Total 8000 · Other Income	<u>0.00</u>	<u>0.00</u>	<u>0.05</u>	<u>0.05</u>
Total Other Income	0.00	0.00	0.05	0.05
Other Expense				
7000 · Other Expenses				
7001 · Administration Allocated	-67,419.88	47,122.30	20,297.58	0.00
7010 · Cash Short - Swan Quarter	0.00	0.00	-6.09	-6.09
7020 · Cash Short - Ocracoke	0.00	-0.60	0.00	-0.60
9000 · Penalties	1,107.16	0.00	0.00	1,107.16
Total 7000 · Other Expenses	<u>-66,312.72</u>	<u>47,121.70</u>	<u>20,291.49</u>	<u>1,100.47</u>
Total Other Expense	-66,312.72	47,121.70	20,291.49	1,100.47
Net Other Income	66,312.72	-47,121.70	-20,291.44	-1,100.42
Net Income	<u>0.00</u>	<u>-4,372.02</u>	<u>-3,368.75</u>	<u>-7,740.77</u>

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: March 3, 2014
Presenter: Bill Rich
Attachment: Yes. Draft Lease

ITEM TITLE: DAVIS VENTURES LEASE RENEWAL

SUMMARY: Davis High Ventures, Inc. currently occupies a portion of the Davis School in Engelhard. The lease between the County of Hyde and Davis Ventures is currently expired. The proposed new lease term will be from March 3, 2014 through March 3, 2019.

RECOMMEND: REVIEW AND APPROVE ATTACHED LEASE AGREEMENT.

Motion Made By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

State of North Carolina

County of Hyde

LEASE

THIS LEASE, made and entered into this ____ day of _____, 2014, by and between COUNTY OF HYDE, a body corporate and politic of the State of North Carolina, party of the first part; and DAVIS HIGH VENTURES, INC. a nonprofit North Carolina corporation, located at P.O. Box 95, Engelhard, North Carolina, 27824, party of the second part;

WITNESSETH:

That subject to the provisions of Chapter 160A, Section 272 of the General Statutes of North Carolina and the terms and conditions herein set forth, said party of the first part does hereby let and lease unto said party of the second part and said party of the second part does hereby accept as lessee of said party of the first part that certain real property with improvements located thereon in Lake Landing Township, Hyde County, North Carolina, and more fully described as follows:

A portion of that building and curtilage now or formerly occupied by the Hyde County Schools and more commonly known as Davis Elementary School and being more specifically the school gym, kitchen, cafeteria and certain classrooms as shown on the attached Exhibit A along with such of the curtilage as is necessary for the use and enjoyment of the leased areas; however, this shall be a non-exclusive lease and shall be subject to the use and enjoyment of other users and lessees of the curtilage and different portions of the buildings.

THE TERMS AND CONDITIONS OF THE LEASE ARE AS FOLLOWS:

This lease shall begin as of the 4th day of March, 2014 and shall exist and continue until and including the 4th day of March, 2015.

The consideration to be paid by said party of the second part for said premises shall be conditioned upon said premises being utilized by party of the second part for nonprofit activities under the sponsorship of the party of the second part; failure to do so shall result in termination of this lease by party of the first part; and the sum of Ten Dollars payable on or before the date of this lease, and on or before the same day of each successive calendar year in which the lease may be valid.

Party of the second part agrees to accept said premises in present condition, and agrees during the term of this lease to make exterior and interior repairs as may be necessary to maintain said leased premises and make said leased premises safe, useable and in compliance with State Building Code.

Party of the first part agrees to be responsible for all costs associated with hazard insurance coverage, and party of the second part agrees to be responsible for all utility costs and liability insurance.

Party of the second part may be at any time during the term of the Lease make alterations to the improvements located on said premises, but it is agreed that all such alterations, either removal or additions shall be subject to approval in writing of party of the first part. Should the improvements upon the demised premises be destroyed or rendered unfit for use and occupancy by fire or other casualty, this Lease shall thereupon terminate.

It is further understood and agreed that if party of the second part shall fail to make or maintain premises in a useable condition pursuant to the State Building Code for its intended purposes, then in such event party of the first part may at its options terminate this Lease.

In the event the party of the first part shall hold over after the expiration of this Lease for any purpose said party shall become a tenant-at-will.

The party of the first part reserves the right to terminate this Lease and reclaim physical control of the property at any time upon thirty (30) days prior notice delivered to the party of the second part, Chairman/CEO or registered agent.

IN WITNESS WHEREOF, THE COUNTY OF HYDE has caused this Lease to be signed in its name by its Chairman and attested by its Clerk and its seal to be hereunto affixed, and the DAVIS HIGH VENTURES, INC. has caused this Lease to be signed in its name by its Chairman/CEO and attested by its Secretary and its seal to be hereunto affixed, pursuant to Resolution heretofore adopted by its membership, this the day and year first above written.

DAVIS HIGH VENTURES, INC.

(SEAL)

BY: _____
Michael Adams, CHAIRMAN/CEO

ATTEST:

SECRETARY

COUNTY OF HYDE

(SEAL)

BY: _____
Barry S. Swindell, CHAIRMAN

ATTEST:

CLERK

STATE OF NORTH CAROLINA
COUNTY OF _____

I, _____, a Notary Public for said County and State, do hereby certify that _____ personally appeared before me this day and being by me duly sworn, acknowledge that he/she is Secretary of DAVIS HIGH VENTURES, INC. a NORTH CAROLINA corporation, and that by authority duly given and as the act of corporation, the foregoing instrument was signed in its name by its Chairman/CEO, sealed with its corporate seal, and attested by himself/herself as its Secretary.

WITNESS my hand and Notarial Seal this the _____ day of _____, 2014.

NOTARY PUBLIC

My Commission Expires: _____

STATE OF NORTH CAROLINA
COUNTY OF _____

I, _____, a Notary Public for said County and State, do hereby certify that _____ personally appeared before me this day and being by me duly sworn, acknowledge that he/she is Clerk of HYDE COUNTY, a political subdivision, and that by authority duly given by the Board of Commissioners and as the act of the County, the foregoing instrument was signed in its name by its Chairman, sealed with its corporate seal, and attested by himself/herself as its Clerk.

WITNESS my hand and Notarial Seal this the _____ day of _____, 2014.

NOTARY PUBLIC

My Commission Expires: _____

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: March 3, 2014
Presenter: Manager Bill Rich
Attachment: Yes

ITEM TITLE: HYDE COUNTY COMMUNITY DEVELOPMENT CORP. (CDC) –
LEASE AGREEMENT

SUMMARY: Hyde County Community Development Corporation (CDC) has leased a portion of the former Davis School building in Engelhard from Hyde County since 2003. The CDC has operated the Hyde Davis Business Enterprise Center (HDBEC) at the Davis building since 2003.

In a letter dated February 21, 2014 from the CDC, Hyde County was formally notified that the CDC will not seek renewal of this lease. The CDC thanks Hyde County for their support over its twenty year existence.

RECOMMEND: Discussion.

Motion Made By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

HYDE COUNTY COMMUNITY DEVELOPMENT CORP.

Physical Location: 33460 US 264, Engelhard, NC 27824

MAIL: P. O. Box 295, Swan Quarter, NC 27885

Ph: (252) 925-1515, Fax: (252) 925-1516

February 21, 2014

Mr. Bill Rich
Hyde County Manager
PO Box 188
Swan Quarter, NC 27885

Dear Mr. Rich,

As you are aware, the Hyde County Community Development Corp. (CDC) has leased a portion of the former Davis School in Engelhard from the County of Hyde since 2003. We have operated the Hyde Davis Business Enterprise Center (HDBEC) at that location since that time. Our current lease will expire on the 31st day of December, 2014.

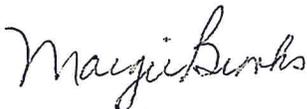
Please consider this as our official notification that the CDC will not seek to renew this lease and we plan to vacate the premises by the lease expiration date.

We will shortly be notifying our tenants who sub-lease office space in the HDBEC that their leases will not be renewed when they expire during 2014. However, we feel sure that these tenants would possibly be interested in working with the County of Hyde, should the County be interested in continuing to lease space to them. I understand that you have discussed this matter with former County Planner/Developer Alice Keeney and have agreed that I may refer these tenants to you for further discussions.

Please convey to the Hyde County Board of Commissioners our thanks for their support of our organization over the past twenty years of our existence. We have enjoyed our mission of promoting economic and community development for the citizens of Hyde County. We hope that in some small measure, we made a positive difference in our community.

I may be reached on my cell phone – 252-925-0087 – should you need further information.

Sincerely,



Margie Brooks
Chairman, Board of Directors

Cc: CDC Board of Directors, M. Adams, A. Keeney

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: March 3, 2014
Presenter: Linda Basnight, Tax Administrator
Attachment: No

ITEM TITLE: DATE(S) FOR THE 2014 BOARD OF EQUALIZATION AND REVIEW

SUMMARY: Each year the Board of Equalization and Review shall hold its first meeting not earlier than the first Monday in April and not later than the first Monday in May. In non-revaluation years the Board of Equalization and Review shall complete its duties on or before the third Monday following its first meeting. There must be at least 3 Board members present for the meeting.

RECOMMEND: Discussion and set date(s).

Motion Made By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: March 3, 2014
Presenter: Kris Noble
Attachment: Yes.

ITEM TITLE: Graceful Bakery Revolving Loan Application

SUMMARY:

Graceful Bakery is looking to borrow \$15,000.00 from the Hyde County Revolving Loan Fund. The business will be an Ocracoke-based business that plans to take over the Corner Crepe, an existing food trailer located at 110 Back Road, Ocracoke, NC. Graceful Bakery will offer Ocracoke Island's residents and visitors fresh, wholesome artisan breads, sweet and savory crepes, cookies, and other value-added prepared food for breakfast and lunch, using the finest ingredients and extremely friendly service. Graceful Bakery will employ one (1) full-time low to moderate income person residing in Ocracoke.

The Hyde County Revolving Loan Committee met on Monday, February 3, 2014 at 10 a.m. in the Government Center, Swan Quarter to review the full application and make a recommendation to the Board of Commissioners. The Presenter will report the RLF's recommendation to the Board of Commissioners at the time of presentation.

RECOMMEND: Approve the recommendation of the Revolving Loan Committee.

Motion Made By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher
 Earl Pugh, Jr.