

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

Meeting Date: September 6, 2016
Presenter: Kris Cahoon Noble
Attachment: Yes

ITEM TITLE: Revolving Loan Request – Marcy Brenner & Lou Castro, DBA Coyote Den/MRB Publishing, LLC

SUMMARY: Marcy Brenner and Lou Castro DBA Coyote Den and MRB Publishing, LLC have been in business since 2001. They are performing songwriters and music instructors. From 2008-2014, they were members of the performing folk music group Molasses Creek. They conducted their business from home for several years. During the summer of 2015, they created a show entitled “Coyote Plus One”, which ran for 16 weeks and was performed in the Ocracoke Community Center. When the center decided to not allow “for-profit” events, they began to search for a venue that could accommodate an audience. They found a lease opportunity when the Williams House in Community Square became available and it is now home to their business operations. The Williams House contains a 40-seat listening room for live music concerts, the upstairs has two rooms from which they conduct music lessons and utilize a writing/green room for performing nights. They have had enjoyed substantial success since going out on their own, thanks to their website, social media and community support. They wish to expand into the rest of their building and create a box office/lobby/retail area to market their music store items, their own merchandise, and advertise local music events. They have raised over 25% of the total project cost (\$20,125.00) through an Indiegogo crowd funding campaign. They are requesting a \$15,000.00 loan to complete the renovations and for operating capital.

The loan term will be 5 years with monthly payments of \$276.25 at 4.00% interest. The loan is unsecured.

This loan request and all supporting documentation was reviewed and approved by the Revolving Loan Committee in mid-August.

RECOMMEND: APPROVE THE REVOLVING LOAN REQUEST OF \$15,000.00 TO MARCY BRENNER AND LOU CASTRO, DBA COYOTE DEN/MRB PUBLISHING, LLC AS PER THE APPROVAL AND RECOMMENDATION OF THE REVOLVING LOAN COMMITTEE.

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

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

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

**HYDE COUNTY
NORTH CAROLINA**

**ECONOMIC DEVELOPMENT
REVOLVING LOAN FUND**

**COYOTE MUSIC DEN
P.O. Box 734
#288 Irwin Garrish Hwy
Community Square
Ocracoke, NC 27960**

APPLICATION FOR EXPANSION OF AN EXISTING BUSINESS

TABLE OF CONTENTS

Listed below are the required contents of an application. Applications should be organized in this format. Applicants should number all pages in the application. **Two completed copies of the application should be submitted directly to the Hyde County Revolving Loan Fund Administrator, Hyde County Courthouse, Swan Quarter, NC.**

Application Contents

Table of Contents

Application Summary Form

Project Description Form

Project Source and Use Form

Project Private Commitment Form

Project Needs Form

Project Feasibility Form

Activities Schedule Form

Maps

Attachments

- A. Verification of Project Costs/Cost Breakdown by Activity
- B. Historical Financial Statements (Business)
- C. Credit Reports
- D. Projected Financial Statements
- E. Management Resumes
- F. Business Plan Documentation

Only information received by Hyde County with the submission will be considered in the selection process, unless the county specifically requests additional information from the applicant. Failure to submit required information may be grounds for rejection of the application. Applicants should carefully review each project package, including attachments, to make certain that all required information is submitted and is internally consistent.

APPLICATION SUMMARY FORM

The Application Summary form should be the first page of all applications. The form contains a summary of pertinent information about the RLF application. The summary must also contain

HYDE COUNTY ECONOMIC DEVELOPMENT
REVOLVING LOAN FUND
APPLICATION SUMMARY

1. APPLICANT a. Name: Marcelle R. (Marey) Brenner and R. Louis (Lou) Castro b. Street/P.O. Box: P.O. Box 734 c. City: Ocracoke d. Zip Code: 27960 e. Contact Person: Marey Brenner f. Telephone No.: 252-256-2081		
2. Project Number	3. Project Name	4. RLF Funds Requested
	Coyote Music Den	\$15,000
5. CERTIFICATION a. To the best of my knowledge and belief, data in this application is true and correct, the applicant will comply with the certifications in the attached Private Commitment Form if the assistance is provided.		b. Typed Name and Title of Authorized Representative Marcelle R. Brenner  c. Signature Rene Louis Castro  d. Date 8/5/16
FOR HYDE COUNTY USE ONLY		
6. Date Received	8. Action Taken	9. Amount Funded:
	<input type="checkbox"/> Funded <input type="checkbox"/> Not Funded <input type="checkbox"/> Withdrawn	\$ _____
7. Application Number		

PROJECT DESCRIPTION FORM

1. Name of Applicant: Marcelle R. Brenner and R. Louis Castro
2. Application Date: August 1, 2016
3. Project Name: Coyote Music Den
4. Description:

- a. Briefly describe the existing business (products/services offered, basic project goals and objectives):

We are both performing songwriters, musicians, publishers; Marcy is also a writer and public speaker; Lou is also a music teacher. We perform as a duo called "Coyote" and our company is Marcelle R. Brenner (MRB) Publishing LLC. Our new physical location is called "Coyote Music Den" where we create, teach and share music and words.

- b. Proposed location of existing business (include location map(s)): #288 Irwin Garrish Highway, Community Square, Ocracoke, NC 27960
- c. Number, size, and general description of any new buildings to be constructed (include site map and plans, if available): N/A
- d. Size of any parcel(s) of land to be acquired (include survey map): N/A
- e. Describe any existing buildings to be demolished or abandoned: N/A
- f. Describe any improvements to be made to existing buildings(s): signage, cleaning, repairs, landscaping, lighting
- g. How many full-time equivalent jobs will be created by the expanded business during the two-year period? 0

How many full-time equivalent jobs will be retained by the expanded business during the two year period? 2

How many jobs will be retained for residents of Hyde County? 2

- h. Briefly describe how RLF and other funds (bank loans, owner equity, etc.) will be used during property acquisition, construction, and/or expansion of the existing business.

(See Business Cost Breakdown attached)

- i. How are road transportation and water and electric service to be supplied to the site?

These services are already established at the location. No water to our building.

j. How will sewage disposal be accomplished?

These services are already at the location. Public portable facilities in Community Square.

PROJECT SOURCE AND USE FORM

1.	Name of Applicant: Marcelle R. Brenner and R. Louis Castro
2.	Project Name: Coyote Music Den
3.	Source of Project Funds: A. RLF Funds Requested: \$15,000 B. Indiegogo Crowdfunding \$5,125
4.	TOTAL PROJECT RESOURCES: (see Business Cost Breakdown attached)

Use of Funds <small>(List major expenses separately)</small>	Source A	Source B	Source C	Source D	Source E	Source F	Total Cost
a. Acquisition:							
(1) Deposit	975						
(2) Rent	6000						
b. Utilities	900						
c. Wifi/Phone	600						
d. Site Improvements							
e. T-Shirts		500					
f. Insurance		600					
g. Advertising		850					
h. Stage Equipment	2500						
f. Office, Den Furnish	625	625					
g. Seating (40)		800					
h. Graphics/Signage		1750					
i. Square/Display	1250						
j. Lighting	1200						
k. Owner's Labor	950						
i. TOTAL	15000	5125					\$20125

PROJECT PRIVATE COMMITMENT FORM

As Owner of this company, I commit to the following actions, as described more fully in the project application:

- a. Undertake and carry out the project as described in the project application.
- b. Retain a minimum of 1 jobs with 1 for persons residing in Hyde County, and obtain the level of jobs indicated above by 8/1/2018.
- c. Provide certified payroll report prior to initial disbursement of funds and provide quarterly reports thereafter showing job creation numbers.
- d. Secure funding for the project from the following sources, in the specified amounts:
 - 1. RLF \$15,000
- e. Provide Hyde County with quarterly income statements and balance sheets throughout a two-year period following the loan award.
- f. Begin project activities only following execution of a legally binding commitment and loan agreement and the release of other conditions, if any, placed on the loan by Hyde County.
- g. Complete project activities by no later than 8/1/2018.

My firm is committed to undertake this project and but for the provision of the RLF assistance this project will not be undertaken.

Signed Marcella Bruner Date 8/1/16 Title Owner/Manager

Anne RainCote 8/8/16 Owner/Manager

Name of Business Coyote Music Den/MRB Publishing LLC

The amount of the gap must be no greater than the level of direct assistance proposed. Describe how the gap was identified and measured, referencing supporting documentation. Adequate financial documentation must be included with the application for the existence and dollar amount of the gap to be independently verified. See Application Instructions – Project Needs Form.

6. Security (Describe): 2012 PriusV vehicle (blue book value \$15,000); real property at 13 and 39 Cabana Drives, Ocracoke (conservative value est \$500,000)

PROJECT FEASIBILITY FORM

The primary objective of the Hyde County Revolving Loan Fund program is to promote economic development and create jobs for residents of Hyde County, while enhancing the Hyde County Tax Base. Applicants must show that their project is feasible as proposed, and will be successful in meeting this objective. Project feasibility will be assessed in two areas: (1) financial feasibility, and (2) feasibility of attaining job commitments. The information in this form and in supporting documentation will be used in this evaluation.

INSTRUCTIONS

1. NAME OF APPLICANT – Enter the legal name of the applicant.
2. PROJECT NAME – Enter the project name.

A. BUSINESS PLAN

This section describes the business history and future plans of the business participating in the RLF project.

INSTRUCTIONS

1. NAME OF BUSINESS – Enter name of the existing business.
2. LEGAL STATUS – Indicate whether the existing and expanded/improved businesses are partnerships, proprietorships, co-ops, registered corporations, or other.
3. BUSINESS OWNERSHIP AND MANAGEMENT – Identify all persons holding at least 10% ownership in the existing and expanded/improved businesses by name and position held. Identify other key management personnel by name and position held. Include addresses and phone numbers.
4. BUSINESS AFFILIATIONS – Common Ownership or Management: Indicate if the existing/proposed principals or key managers of the existing/proposed business own or

PROJECT FEASIBILITY FORM

1. Name of applicant: Marcelle R. Brenner and R. Louis Castro

2. Project Name: Coyote Music Den

A. BUSINESS PLAN

1. Name of Existing Business: Marcelle R. Brenner Publishing LLC

Name of Proposed Business: Coyote Music Den

2. Legal Status:

Partnership

Proprietorship

Cooperative

Corporation

Other: (Specify): LLC

3. Business Ownership and Management (include addresses and phone numbers):

Marcelle R. Brenner and R. Louis Castro
MRB Publishing LLC/Coyote Music Den
Owner/Managers
P.O. Box 734
Ocracoke, NC 27960

4. Other Business Affiliations of Proposed Owners (if any): N/A

a. Name of Business:

b. Name of Owner or Manager Involved:

c. Position in this Business:

d. Relationship Between this Business and RLF Project Business:

5. Product Line or Service: Music Education, Literary Art and Live Music Entertainment

a. Range of Products or Services: The Coyote Music Den has three rooms: downstairs is a 40-seat concert space/listening room/workshop/lesson space; upstairs is Lou's Lesson Studio and the other room Marcy's Writing Studio. We offer musical instruction, we self-publish all of our music, writing and public speaking. Marcy is writing two books and writes the lyrics and co-writes the music we perform/record/publish. We envision music and literary workshops. Marcy is a

cancer survivor/advocate and public speaker. We sell our CDs, DVDs, and t-shirts and other merchandise on site and on our website.

6. Market Information

- a. Geographic Market Area: Ocracoke Island, Outer Banks, Mainland Hyde/points west, Regional
- b. Major Customers: seasonal visitors and local residents
- c. Market Characteristics: ages 25 and older enjoy the concerts, sign up for lessons, watch the online broadcast; children enjoy it but it's late for most kids
- d. Competition: Every bar/restaurant with live music (for free). Deepwater Theater has live music in a theater setting.

6. Marketing and Distribution: We promote through our website, live web broadcast, direct e-News to opt-in list (chance to win a week's stay on Ocracoke encourages sign-ups) and social media (Facebook, Twitter, Linked-in, Instagram) and the best, word of mouth. We advertise with the Ocracoke Observer (print and web) and Ocracoke Current. We have distributed printed posters all over the village. We have a marquee banner advertising the weekly calendar. We have lighted sign. We have printed rack cards that are available outside of our building and in the visitor's center, Community Store and Working Waterman's exhibit.

8. Cost Effectiveness: we have just installed an EcoBee thermostat to keep utilities down. We do everything ourselves except the door on show nights (we hire a part-time door person). We have a local restaurant as a sponsor – they feed us on show nights.

9. Project Innovation/New Technology: Although our market can hear live music for free at local restaurants and bars, it is a quite different experience to sit in a theater listening to live music and stories. The live web broadcast is a technological innovation that creates another way to share and is a revenue and promotion stream.

10. Employee Benefits: On-The-Job Training; Health insurance through healthcare.gov

B. FINANCIAL FEASIBILITY

1. Financial Feasibility Documentation – All items below must be submitted with the application. All historical and projected financial statements should be prepared by a certified public accountant, or a county-approved business advisor, in accordance with generally accepted accounting principles.
 - Historical Income Statement and balance sheets for most recent three years, with notes, for any existing businesses owned or operated by the new entity's principals. (Enter "N/A" if not applicable.)
 - Conventional and Requested Projected Income Statement Forms, with notes. Two full years from first RLF principal payment should be provided.
 - Conventional and Requested Projected Cash Flow Statement Forms, with notes. Two full years from first RLF principal payment should be provided.
 - Resumes of key management, providing a detailed description of their business experience and training.
 - Personal financial statements from the firm's principals (or Form 1040's for past three years with statement of net worth).
 - Marketing information and other documentation to support financial projections.
 - Credit Report(s) from the firm's principals (no older than 30 days)..
2. Past Financial History – If applicable, discuss any negative indicators or trends which may be evidenced in the historical financial statements of the principals or for other businesses owned by the principals. Explain the reasons for these negative indicators and discuss steps which are being taken or will be taken to resolve any problems.
3. Summary of Financial Projections and Definition of Requested Loan Terms:

C. EMPLOYMENT FEASIBILITY

The purpose of this section is to provide information and documentation to support the employment and benefit claims made by the applicant. Hyde County will review the total number of jobs proposed, job type, and other information and documentation submitted, in order to determine the feasibility of attaining the projected goals. Applicants must develop realistic and attainable employment goals. If funds are awarded, Hyde County will monitor the project to see that these commitments are achieved.

INSTRUCTIONS

1. TOTAL NUMBER OF JOBS — One full-time jobs retained for purpose of application reporting (applying for \$15,000 for one job retained but two jobs will actually be retained.)

a. Job creation refers to jobs which will be newly created as a result of the RLF project.

1. Full-time jobs – at least 35 hours per week for at least 50 weeks per year.

2. JOB INFORMATION AND EMPLOYMENT SCHEDULE—

a. Applicants must specify by actual job title or classification the positions to be created, such as machinist 1, secretary, or materials handler. Personnel being transferred from other sites should not be listed.

Job 1 = (1) administrative production and management; performance -- \$254/week (35 hours)

Job 2 = (1) stage production and music instruction; performance (only reporting Job 1 for this application)

b. The anticipated hourly wage for each job classification should be stated.

h. The number of full-time jobs to be created for each job title/classification.

c. The total number of jobs to be created during each project quarter. Job goals must be met by the end of the 8th quarter after the loan closing.

C. EMPLOYMENT FEASIBILITY

1. Total number of jobs to be created:

Full-time _____

2. Total number of jobs to be retained: 2

Full-time 2

3. Explain the method used to arrive at the number of jobs to be created.

PROJECT FEASIBILITY FORM

a. Job Title/ Classification	b. Hourly Wage	e. Employment Schedule for All Jobs (By Quarter)								
		FT	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8
Admin/Mgmt	\$ 7.25	1	1	1	1	1	1	1	1	1
TOTALS	7.25	1	1	1	1	1	1	1	1	1

Legend: FT – Full Time

**ECONOMIC DEVELOPMENT REVOLVING LOAN FUND
ACTIVITIES IMPLEMENTATION SCHEDULE FORM**

1. Name of Applicant: <u>Marcelle R. Brenner and R. Louis Castro</u> 2. Original, dated: <u>August 1, 2016</u> Amendment, date: <u>August 4, 2016</u> 3. Project Name: <u>Coyote Music Den</u> 4. Implementation Date: <u>October 2016</u>																								
	MONTH:																							
5. ACTIVITIES	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Lease Signed - current	1																							
Stage Setup/Production	3																							
Site Improvements	completed																							
Advertising/ Graphics	24																							
Employee Start	24																							
Working Capital Expenditure	24																							
Other (Specify)																								

BUSINESS DEBT SCHEDULE FORM

CREDITOR NAME A. Current Debts (Existing Prior to RLF Project)	Original Loan Amount	Origination Date	Present Balance	Interest Rate	Maturity Date	Monthly Payment	Security
1. No Business Debt							
2.							
3.							
4.							
5.							
B. Projected New Debts							
1. None							
2.							
3.							
4.							
5.							

MAPS

ACTIVITIES MAP – This map must include the location of all activities and an accurate scale. All structures located on the business site should also be clearly marked. All industries and residences benefiting from the activity must be shown on the activities map. This map must be in sufficient detail to allow for an accurate environmental review to satisfy all environmental review requirements. The applicant must insure that this map is consistent with information submitted in the Project Description.

Island Map with our location indicated

Photos of the house, inside

Link to Indiegogo

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

Meeting Date: September 6, 2016
Presenter: Manager Bill Rich
Attachment: No

ITEM TITLE: David's Trash Contract

SUMMARY: On August 30, Manager Rich met with Daniel Bergebin, owner of David's Trash Service and James Blount, Hyde County Solid Waste Supervisor to discuss the county's contract with David's Trash

RECOMMEND: DISCUSSION

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

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

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

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

Meeting Date: September 6, 2016
Presenter: Kris Cahoon Noble
Attachment: No

ITEM TITLE: Organization and Training-Ocracoke Planning Board & Ocracoke Board of Adjustments

SUMMARY: Manager Rich and Asst. Manager Noble plan on attending the Ocracoke Planning Board meeting on September 8 and the Ocracoke Board of Adjustments on September 9. They will be coordinating organization and training for the two boards.

RECOMMEND: DISCUSSION

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

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

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

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

Meeting Date: September 6, 2016
Presenter: County Manager Bill Rich
Attachment: No

ITEM TITLE: Book Signing at the NC Estaurium

SUMMARY: There will be a book signing ceremony for the book "North Carolina's Blacklands Treasure" at the NC Estaurium on September 7 at 5 pm. The book signing is part of the Blackland Farm Managers Association's recognition of the book's author Phillip McMullan, Jr. and contributors, Cy Rich, Jr., (Manager Rich's brother), Joe Landino, Steve Barnes and Paul Lilley. Manager Rich will be attending the book signing.

RECOMMEND: NO ACTION

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

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

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

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

Meeting Date: September 6, 2016
Presenter: Manager Bill Rich
Attachment: Yes

ITEM TITLE: BUDGET MATTERS

SUMMARY: Departmental budget revisions and amendments will be presented by department managers for Board discussion and approval.

Health Department

- a. BR03-17 – Adult Health
- b. BR04-17 – Vidant Healthy Hyde Grant
- c. BR05-17 – Farmer’s Market
- d. BR06-17 – Food & Lodging
- e. BR07-17 – Private Water Wells

RECOMMEND: Discussion and approve budget revisions and amendments.

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

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

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

**HYDE COUNTY BOARD OF COMMISSIONERS
2011/2012 BUDGET REVISIONS**

MEETING DATE 09/06/2016					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET "- " REV BUDGET	"- " EXP BUDGET "+ " REV BUDGET
				DEBIT	CREDIT
03-17	Adult Health	105890.7425	Capital Outlay	\$ 1,989.35	
		102600.0004 code 10	Medicaid Escrow		\$ 1,989.35
				\$ 1,989.35	\$ 1,989.35
			<i>Install door in existing window opening to create office space for Processing Assistant IV. No local funding needed, as escrow funds are supporting this expense.</i>		

REQUESTED _____ DATE _____

APPROVED... CO MANAGER CO COMMISSIONER-CHAIR CLERK TO THE BOARD

ENTERED LEDGER/DATE _____

**HYDE COUNTY BOARD OF COMMISSIONERS
2011/2012 BUDGET REVISIONS**

				MEETING DATE 09/06/2016	
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"- " REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
04-17	Vidant Healthy Hyde	105835.3300	Supplies	\$ 1,353.00	
		105835.4500	Contract Wages	\$ 5,499.71	
		105835.9800	Trainings	\$ 644.00	
		103481.0057	Vidant Health Promotion		\$ 7,496.31
				\$ 7,496.71	\$ 7,496.31
<i>This is the Vidant Healthy Hyde Grant budget, which supports local fitness classes, healthy cooking classes, and walking challenges. The overall budget is increased, however no local appropriations are required, as grant funding is covering this budget.</i>					

REQUESTED _____ DATE _____

APPROVED... CO MANAGER CO COMMISSIONER-CHAIR CLERK TO THE BOARD

ENTERED LEDGER/DATE _____

**HYDE COUNTY BOARD OF COMMISSIONERS
2011/2012 BUDGET REVISIONS**

MEETING DATE August					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"- " REV BUDGET	"+ " REV BUDGET
				DEBIT	CREDIT
05-17	Farmers Market	10-5837.4500	Contract Wages - Farmers Market	\$ 320.00	
		10-5837.1400	Travel	\$ 105.66	
		10-5837.3300	Departmental Supplies	\$ 524.49	
		10-3487.0007	Revenue		\$ 950.15
				\$ 950.15	\$ 950.15
<p><i>Farmers Market is a budget funded by the Partners to Improve Community Health (PICH) grant. The Farmers Market is held monthly and managed by a Contractor. No employee time is allocated to this program. Fresh produce, seafood, and craft vendors are available. No local appropriations are needed for this program</i></p>					

REQUESTED _____ DATE _____

APPROVED... CO MANAGER CO COMMISSIONER-CHAIR CLERK TO THE BOARD

ENTERED LEDGER/DATE _____

**HYDE COUNTY BOARD OF COMMISSIONERS
2011/2012 BUDGET REVISIONS**

MEETING DATE 09/06/2016					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"- " REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
06-17	Food & Lodging	10-5760.5300	Dues and Fees	\$ 50.00	
		10-5760.5301	Registration		\$ 50.00
				\$ 50.00	\$ 50.00
<p style="text-align: center;">Dues and Fees line item is insufficient to cover expense for the Registered Sanitarian Training Authorization Systems (RSTAS). Funding is being transferred from Registration line item to Dues and Fees. Local budget is NOT increased.</p>					

REQUESTED _____ DATE _____

APPROVED... CO MANAGER CO COMMISSIONER-CHAIR CLERK TO THE BOARD

ENTERED LEDGER/DATE _____

**HYDE COUNTY BOARD OF COMMISSIONERS
2011/2012 BUDGET REVISIONS**

MEETING DATE 09/06/2016					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"- " REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
07-17	Private Water Wells	10-6190.3300	Departmental Supplies	\$ 300.00	
		10-3481.0042	Private Well Fees		\$ 300.00
				\$ 300.00	\$ 300.00
Needing to replenish Water Sample bottles and cover costs for samples on Ocracoke. Ocracoke samples must be transported to lab in Manteo, at the cost of \$40/test. Budget is increased however <i>no local funding is needed</i> as funding is appropriated from Private Wells Revenues.					

REQUESTED _____ DATE _____

APPROVED... CO MANAGER CO COMMISSIONER-CHAIR CLERK TO THE BOARD

ENTERED LEDGER/DATE _____

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: September 6, 2016
Presenter: Chairman, Vice-Chair, Commissioners and Manager
Attachment: No

ITEM TITLE: MANAGEMENT REPORTS

SUMMARY: This is a time for each Commissioner to give reports on their work representing the County.

Additionally, Commissioners may wish to bring up issues they wish to have followed up by the Board or by the County Manager.

The County Manager will give an oral update on various projects and other administrative matters.

RECOMMEND: Receive reports. Discussion and possible action as necessary.

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

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

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

Manager's Calendar (August 2016)

M	1	Board of Commissioners Meeting
T	2	8:30 AM-Personnel Meeting; 10:00 AM-Debrief Meeting; 11:00 AM- Paul Spruill-Slocum Drainage loan closing
W	3	Blacklands Farm Tour
TH	4	Bob Peele -EIMP Lunch Meeting - 12 noon
F	5	Ocracoke Office
S	6	
S	7	
M	8	Ocracoke Office - Mattamuskeet Lodge Conference Call-10:30 am; Ferry Meeting-1 pm/Waste Industries Meeting-2 pm
T	9	Ferry to SQ-9:30 am; Ribbon Cutting Planning Meeting -BCCC/BHM Grand Opening- 1:30 pm
W	10	Swan Quarter - Met with Judge McLendon(DSS)-11:30 am; OCBA via telephone 7 pm
TH	11	NCACC - Winston Salem
F	12	NCACC - Winston Salem
S	13	NCACC - Winston Salem
S	14	
M	15	Vacation - Conf. call on Home Health Care with Fred, Aaron, Luara, Ron
T	16	Vacation
W	17	Vacation - Conf. call w/Fred 9:15 am; Conf. call-12:00 pm -Aaron, Corrinne, Luana
TH	18	Vacation
F	19	Vacation
S	20	
S	21	
M	22	Swan Quarter Office
T	23	Davis School Roof Discussion-10 AM; FIRM Meeting-1 PM; Chris Williams-Tour of restaurant property
W	24	11:00 am-Johnny Bursleson & Jen Willis-UNC SOG; Meeting with Adam Linker & Dr. Gerald-KP Reynolds
TH	25	Ferry to Ocracoke - 10 am; Ocracoke Office-Conf. Call with Lois & Aaron to discuss public notice
F	26	Ocracoke Office -Research & Review Ocracoke Community Center Fiber Optic installation
S	27	
S	28	
M	29	Meeting with Randy Gore (USDA)-10 AM; Tim Cathey-12 pm to 4:30 pm
T	30	Tim Cathey-8:30 am-12 pm; David's Trash - 2 pm-3pm
W	31	Travis Burke Retirement-2 pm in Plymouth; NC AgLeaders Conference-5 pm - 8 pm-Raleigh

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: September 6, 2016
Presenter: Citizens
Attachment: No

ITEM TITLE: PUBLIC COMMENTS

SUMMARY: The public is invited to use this time to make comments to the County Commissioners on items discussed during this meeting and/or matters not discussed earlier in the meeting.

RECOMMEND: Receive comments.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: September 6, 2016
Presenter: Board of Commissioners

ITEM TITLE: CLOSED SESSION

SUMMARY: The County Manager may request entering Closed Session in accordance with **NCGS143A-318.11 (a)**

- 1) To prevent the disclosure of information that is privileged or confidential pursuant to the law.
- 2) To prevent the premature disclosure of an honorary award.
- 3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege.
- 4) To discuss matters relating to the location or expansion of industries or other businesses.
- 5) To establish or instruct the public body's staff or agent in negotiating the price or terms of a contract for the acquisition of real property by purchase; or compensation and terms of an employment contract.
- 6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.
- 7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.
- 8) To formulate plans by a local board of education relating to emergency response to incidents of school violence.
- 9) To discuss and take action regarding plans to protect public safety.

RECOMMEND: Enter into Closed Session if required.

Motion Made By: ___ Earl Pugh, Jr. (Enter) ___ Barry Swindell ___ Dick Tunnell ___ Ben Simmons ___ John Fletcher	Motion Seconded By: ___ Earl Pugh, Jr. ___ Barry Swindell ___ Dick Tunnell ___ Ben Simmons ___ John Fletcher	Vote: ___ Earl Pugh, Jr. ___ Barry Swindell ___ Dick Tunnell ___ Ben Simmons ___ John Fletcher
---	---	---

Motion Made By: ___ Earl Pugh, Jr. (Exit) ___ Barry Swindell ___ Dick Tunnell ___ Ben Simmons ___ John Fletcher	Motion Seconded By: ___ Earl Pugh, Jr. ___ Barry Swindell ___ Dick Tunnell ___ Ben Simmons ___ John Fletcher	Vote: ___ Earl Pugh, Jr. ___ Barry Swindell ___ Dick Tunnell ___ Ben Simmons ___ John Fletcher
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Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: September 6, 2016
Attachments: Yes

ITEM TITLE: SUPPLEMENTAL INFORMATION

Department Reports

- 1) Tax Department (requires signature)
- 2) Senior Center
- 3) Soil & Water – Annual Report
- 4) Inspections
- 5) Information Technology
- 6) Health Department
- 7) Social Services

Informational Items

- 1) Open Letter to the Ocracoke Community
- 2) Complimentary Note to Hyde County EMS
- 3) Washington County Resolution Opposing HB763
- 4) Thank You Letter from Hyde County Hotline
- 5) Davidson County Resolution Opposing Inter-basin Water Transfer
- 6) Community Prayer Breakfast Flyer

MATTAMUSKEET SENIOR CENTER

Manager's Monthly Report

July, 2016

Participants on Meals-On-Wheels	Swan Quarter	Fairfield	Engelhard	Matt. Village	Ocracoke	TOTAL
	2	5	5	2	9	18
Total Meals-on-Wheels Served	461					
Congregate Meals Served	264					
Participants served for Congregate	21					
Attendance to center for activities, (crafts, exercise, meals, meetings, etc.)	293					

Attendance does not include:

Dance Class every Monday; AA Meetings every Tuesday;
Relay for Life Monthly Meetings Thursday, Various Meeting, etc

ANNUAL REPORT

July 1, 2015-June 30, 2016

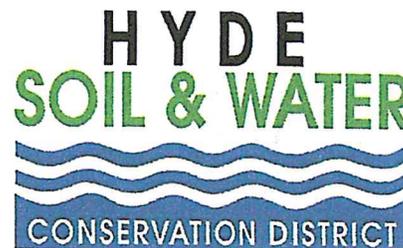
Hyde Government Center Suite #117

P.O. BOX 264

SWAN QUARTER, NC 27885

252-926-4195

<http://www.hydeswcdnc.org/>



The District is a governmental subdivision of the State, a public body corporate and politic, organized in accordance with the provisions of Chapter 139 of the General Statutes of North Carolina and is subject to the powers and restrictions as set forth in G.S. 139. Under this law, the District has the responsibility of conserving soil, water, and related natural resources within the District boundary. (When districts were first organized in 1937, their main responsibility was the control of soil erosion caused by water and wind.) The District board is made up of five supervisors: three elected (J.W. Spencer, Daren Hubers and Darren Armstrong) and two appointed (Earl O'Neal and Chad Spencer). The Board meets monthly to handle current business and stay up to date on environmental matters.

Annual and long-range programs of conservation and development within the District boundaries are developed and carried out with the assistance of local, state, and federal agencies. The Long-Range Program and Work Plan was updated in 2013. The North Carolina Agriculture Cost Share Program (initiated in 1984 as a pilot program and gradually extended to all counties) has been a great initiative to encourage landowners and landusers to apply best management practices (BMPs). The District also administers the Agriculture Water Resources Assistance Program (AgWRAP) and the Community Conservation Assistance Program (CCAP). The USDA-Natural Resources Conservation Service, working through a Memorandum of Understanding, is a major source of assistance. This agreement enables the District to furnish federal technical service to individuals, groups, and other agencies and units of government.

Hyde SWCD Supervisors

J. W. Spencer, Chairman

Darren Armstrong, Vice-Chairman

Earl O'Neal, Secretary/Treasurer

Daren Hubers, Member

Chad Spencer, Member

Hyde SWCD & NRCS Staff

Debbie Cahoon, District Administrator

Daniel Brinn, NCACSP/Tar Pam Technician

Rodney Woolard, NRCS District Conservationist

Anthony Hester, NRCS Engineering Technician



Practices funded in 2015/2016

Hyde SWCD funded BMP's through 9 contracts this year. The following practices were approved for installation:

- **13 Water Control Structures**
- **80 acres of Land Smoothing**
- **250 Acres of Nutrient Management**

NORTH CAROLINA AGRICULTURE COST SHARE PROGRAM (NCACSP) – Program Year 2015-2016 began on August 1, 2015. The District received a cost share allocation for \$40,632.00 for non-point source pollution control from agricultural activities. These funds were available to assist farmers and landowners with the installation of best management practices which help to decrease the amount of sediment and nutrients entering our water sources. Applications were taken to install conservation practices such as conservation tillage, variable rate nutrient management, land smoothing, and water control structures.

COMMUNITY CONSERVATION ASSISTANCE PROGRAM (CCAP) – The Hyde Soil & Water Conservation District received an initial allocation of \$1,814.00 to be used for Community Conservation Assistance Program. This program is designed to implement conservation practices at the community level such as water cisterns, stream bank and shoreline protection as well as other community related practices. One application was taken during the program year for a Streambank Restoration and due to a lack of funding this contract will be rolled over to the next program year.

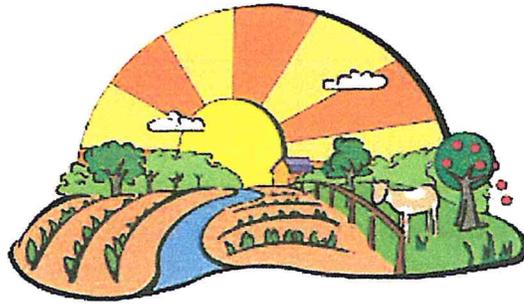
NRCS & DISTRICT STAFF provided assistance to farmers and landowners as of July 19, 2016 on a total of 248 acres. These farmers and landowners had conservation plans formulated on their land and 1,920 acres were benefited by the application of a conservation practice. The following conservation programs were utilized in Hyde County during the year:

Conservation Stewardship Program – As of July 19, 2015, one new application to this program was approved for a Hyde County producer covering 1,925 acres. This program rewards farmers for the good conservation they are already practicing as well as encourages them to adopt new practices. Several Hyde County producers are receiving payments of nearly \$27,000 per year for five years.

Environmental Quality Incentives Program – Fiscal Year 2016 saw an award of \$75,761 for practices such as structures for water control, drainage water management (winter water control), reforestation, and a seasonal high tunnel.

Wetland Reserve Program– Five active applications on hand totaling 2,589 acres from Hyde County remain unfunded at this time. One application was funded and a conservation easement was closed on 547 acres.

Conservation Reserve Program/Conservation Reserve Enhancement Program—During the past year, three contracts were renewed and one new application was funded for Hyde County Landowners on 37 acres.



Supervisors and Staff Update - Length of Service Award - Supervisor, Earl O'Neal received a length of service award for 20 years of service as a District Supervisor at the 2015 Area 5 Fall meeting in Windsor on November 12, 2015. Earl was not present to accept this award so the District staff accepted it on his behalf. Earl was presented his award by J.W. Spencer, Chairman at the Hyde SWCD District Board meeting on December 10, 2015.

Supervisor Activities - In addition to holding their regular meetings, the Supervisors also attend other meetings to keep informed of the priorities and upcoming issues in the field of soil and water conservation.

NC Association of Soil & Water Conservation Districts - The 72nd Annual Meeting entitled, "*Contagious Enthusiasm*" was held January 3-5, 2016 at the Sheraton Hotel in the Research Triangle Park, NC. J.W. Spencer and Chad Spencer represented the District at this meeting. J.W. Spencer along with Daniel Brinn, District Technician made a presentation to the Water Resources Committee concerning flooding and drainage concerns in Eastern North Carolina.

NC Association of Soil & Water Conservation Districts' Area 5 2016 Spring Meeting - The meeting was held on February 18, 2016 at the Windsor Community Building in Windsor, North Carolina. J.W. Spencer serves as a delegate on the Natural Environment Committee and Earl O'Neal serves as an Alternate for the Research and Technology Committee. District Supervisors were unable to attend this meeting.

Education Updates

Ag Expo at the Senator Bob Martin Equestrian Center in Williamston, NC on November 12, 2015. The District was one of the many sponsors from across the region that participated in the event. High school students (public and private) were exposed to career opportunities in the various agricultural areas through speakers and exhibitors from various businesses and agricultural agencies. Debbie Cahoon and Daniel Brinn represented the Hyde Soil & Water Conservation District by giving a presentation on the North Carolina River Basins promoting good stewardship of our natural resources.



Hyde SWCD Environmental Field Day - The District hosted its Annual Environmental Education Field Day on Wednesday, October 28, 2015 at the Ponzer Community Building. Approximately 50 fourth grade students from Mattamuskeet Elementary School along with their teachers and chaperones attended. The students visited 6 stations hosted by the following agencies: NC Aquarium on Roanoke Island, North Carolina Wildlife Resources Commission, Goose Creek State Park, North Carolina Wildlife Education Center, North Carolina Cooperative Extension Service and the Mattamuskeet National Wildlife Refuge. These agencies provided six learning stations covering wetlands, forestry, fisheries, wildlife and conservation. The District greatly appreciates the partnership with these agencies in promoting an awareness of our environment and an appreciation of our natural resources.

Education Updates Continued

Resource Conservation Workshop @ NCSU - Bell Noble, a rising sophomore at Pungo Christian Academy, was selected to attend the Resource Conservation Workshop at North Carolina State University during the week of June 26th - July 1, 2016. This workshop was hosted by the North Carolina Association of Soil & Water Conservation Districts. The Hyde Soil & Water Conservation District sponsored Bell by providing her registration fees and travel expenses.



Bell is the daughter of Derek Noble of Belhaven, North Carolina & Kris Cahoon Noble of Swan Quarter, North Carolina. Bell is interested in learning about our natural resources and its management in today's environment.

9th Annual Hyde, Seek and Discover Day Camp - is provided by the Hyde County Cooperative Extension. The Hyde Soil & Water Conservation District is one of the government agencies that partners with 4-H to host this four day summer camp. Together we help provide youth ages 5 to 12 with the opportunity to increase their awareness of environmental issues, increase their team building skills, learn healthy habits and get them involved in various recreational activities.



DISTRICT CONSERVATION CONNECTIONS

Annual Spot Check and Conservation Tour-The spot check and conservation tour of permanent practices still under maintenance for NCACSP was carried out on February 8, 2016. The Supervisors and Staff visited several farms to ensure that cost shared practices were being maintained as required by program regulations. Through the North Carolina Agriculture Development and Farmland Preservation program two conservation easements were visited to ensure that they continue to be working agriculture lands and are being maintained through program guidelines.

Hyde County Beaver Management Program- Established in 2008, the county reimburses contracted trappers for trapped beaver not to exceed \$1,000.00 in a given fiscal year. The District did not receive any reports of beaver problems during the 2015-2016 fiscal year.

County wide Drainage Issues-The Hyde Soil & Water Conservation District Supervisors and Staff have provided assistance to many individuals, land users, and units of government during fiscal year 2016. This has required numerous site visits, scoping meetings in an effort to resolve resource problems. The District Technician has provided assistance to local farmers in seeking to establish the Slocum Drainage District, provided maps for the Swan Quarter Main Ditch drainage issues and worked with other government agencies in seeking funds to address debris in Outfall Canal to alleviate some local drainage issues. The District provided assistance through coordination efforts with NRCs in supporting pumping efforts on the Swan Quarter Dike on Farrow Road. Daniel Brinn, District Technician, participated in a NC Sea Grant YouTube video entitled, "Living in the Flood Zone". You can view the video at: <https://www.youtube.com/watch?v=cAV5eln0rrlv=cAV5eln0rrl>

Education Updates Continued

Poster and Essay Contests - "*We all Live in a Watershed!*" was the theme for 2016 Poster Contest sponsored by the District. Students in third through fifth grade from Mattamuskeet Elementary and Ocracoke School submitted posters. The District presented cash prizes for all 1st, 2nd, & 3rd places winners as well as a certificate with a ribbon. All first-place winners posters advanced to compete in the Area 5 competition where posters from potentially fifteen other Districts were judged. The winning posters are displayed in the District Office until the next contest cycle. The District had two students posters receive 2nd place awards at the Area 5 competition.



Poster Winners from MES



Poster Winners from Ocracoke School

NC Science Festival-Aquaculture and Seafood Industry Education Day sponsored by NC Sea Grant- The Hyde Soil & Water Conservation District staff was among the many agencies and businesses to make a presentation to the middle and high school students at Mattamuskeet Early College High School on Wednesday, April 13th from 8:30 to 2:30 pm. The District made a presentation on the North Carolina River Basins and had several interactive activities available for the students to engage in. The students were given a booklet of questions to answer as they visited each of the station presentations.

Hyde Heritage Day at Mattamuskeet Elementary School - On April 8, 2016 the Hyde Soil & Water Conservation District staff participated in this event organized to raise students awareness of the rich culture and history that Hyde County has to offer. The staff had a presentation entitled, "*Morning, Noon & Night, Our future flies on Pollinators.*" Pollinator Booklets were available for each age group along with bookmarks. Daniel Brinn engaged the students with a variety of hands on items available during the presentation.

Envirothon Competition - The Area 5 & 6 Coastal Envirothon competitions for middle and high school students was held March 15, 2016 at Weyerhaeuser's Cool Springs Environmental Education Center in Askins near New Bern, NC. Mattamuskeet High School Teacher, Ronald Crider advised two high school teams, High School FFA Teacher, Jennifer Cahoon advised one high school team and Mattamuskeet Middle School Teacher, Dail Berry advised two middle school teams to compete at the Coastal Envirothon. The two middle school teams led by Dail Berry were among the top seven teams at the Coastal Envirothon and advanced to the state competition. Due to a team declining advancement to the state competition, two of the high school teams led by Mr. Crider were able to advance to the State Competition in Burlington, N.C. The Coastal Envirothon is a hands on environmental education program supported by the Area 5 and 6 Soil & Water Conservation Districts, the NC Association of Soil & Water Conservation Districts, Weyerhaeuser, NuCor, Georgia-Pacific and our local Farm Bureaus.



The teams from Mattamuskeet Early College Middle & High School at the state competition in Burlington, N.C. on April 29-30, 2016

Swan Quarter Watershed Update



Swan Quarter Watershed –The Swan Quarter Watershed Steering Committee is made up of 9 members serving the community by making recommendations to the County Commissioners on issues related to the continuing operation and maintenance of the Swan Quarter Special Use Drainage District. Tony Carawan serves as the Chairman for the Committee and Josh Gibbs serves as the Secretary. The assessment funds collected for both sections of the drainage district is run through the County of Hyde finance office. Yearly mowing of 17.7 miles of the earthen dike is almost complete. Trash grates and basins along Highway 45 have been cleaned of debris and clearing of debris around the 20 foot fire buffer has been completed. Several gates at West Canal and Quarter Canal have had debris removed from them and a gasket was replaced on the gate located on the Little Larry Lot.



RECENT COASTAL LOW AND NOR' EASTER (FOLLOWING HURRICANE JUAQUIN)

Despite the existing drainage infrastructure the prolonged tides and rainfall were detrimental to agricultural production.

From Sept. 22nd to Oct. 9th, 2015 Swan Quarter received 13 inches of rain.



Tides ruled high for nearly two weeks cresting around 3ft in Swan Quarter.

Fields, yards and streets were inundated for days.

Drainage entities throughout the county were unable to prevent inundation from rainfall and tide water.

No. Permits Issued	2015		2016	
	Mainland	Ocracoke	Mainland	Ocracoke
Residential:	1	0	0	0
Commercial:	0	0	0	0
Other:	11	17	13	16

Inspections	Mainland		Ocracoke		Mainland	Ocracoke
	Site Visits	Investigations	Inspections	Conferences		
Site Visits	11	6	2	2	3	Site Visits
Investigations	2	2	0	0	0	Investigations
Inspections	19	34	27	4	26	Inspections
Conferences	6	6	4	0	1	Conferences
ODO/Plan Reviews	0	2	0	2	0	ODO/Plan Reviews
School	0	0	0	2	0	School
ODO Meeting	0	1	0	0	0	ODO Meeting

Fees Collected from January 2013 to December 2013	\$ 32,158.57	January 2014 to December 2014	\$ 38,400.03	January 2015 to December 2015	\$ 26,013.15
Fees Collected from January 2016 to December 2016	\$ 24,899.08				
Fees Collected since July 1, 2016	\$ 3,218.21				
Fees Collected this Month	\$ 3,218.21	County Projection for 2015/2016			

July 01, 2016 to June 30, 2017	Over/Under
Building Permit Fees Collected	\$ 12,000.00
Inspection Fees Collected	\$ 15,000.00
Penalties Collected	\$ 1,000.00
New Residential/Commercial Construction Renovations, Docks, Bulkhead, etc	\$ 443.21
Electrical, HVAC, Plumbing, insulation	\$ 2,775.00
	\$ 11,556.79
	\$ 12,225.00
	\$ 1,000.00

**Information Technology Monthly Report
Donnie Shumate August 29, 2016**

After evaluating the current structure and systems of Hyde County, I have set up a list of IT priorities to address. The following are these departments' top priorities. A centralized anti-virus server to make sure all county assets are secure and protected from malware. This will allow me to monitor all computers county wide and make sure all anti-virus systems are up to date and are performing regular scans. Completing an IT audit of all systems and assets. This will be done with the anti-virus system roll-out since I will need to access all systems directly. Once completed we will have a better understanding of what needs to be upgraded and if our licensing is up to date. Setting up a backup solution for all systems. This will involve creating an image of all systems and doing supplemental backups of that image. In the case of a full system failure the image could be written to the hard drive of the new system and it would be like nothing ever happened. All data and programs would be exactly the same.

I have now received the lists of users from all departments for the Google Cloud system. I will now start the process of getting the system setup. This will be a long process and could take a couple of months to fully implement. My plan is to roll it out by department, starting with Admin, Finance and HR. I will keep the old system in place until we are sure that the new system is working to my satisfaction. Should we encounter any issues I can simply point the servers back to the old system while we troubleshoot the problem.

I am currently reviewing all IT contracts that are in place county wide. I will be ordering the cancellation of several of them and changing the structure of others. Every contract I have reviewed thus far is an annual agreement. We will see significant savings for the county once this is enacted. I am also reviewing the CenturyLink bill to see if there are any savings to be made there. I believe that we can reduce the infrastructure costs by merging some of the connections that we currently have. For example, the Health Department, Sheriff's Office and Utilities Office all have separate connections from CenturyLink. These buildings are close enough to each other that we can run our own connections to each of these buildings and share one main line.

The Ocracoke Community Center connection should be active by next week. We have installed the conduit as requested by CenturyLink. They have run the line from the entrance to their substation. We are now waiting for them to splice the lines, which is scheduled to be done today. Once that has been done they will put the order in for the uplink to the building. This whole process has been a mess with them. The lack of communication on their end has caused all the delays we have experienced. I have been in touch with the head of accounts, our account manager's boss, about the issues. He is the one that finally got the ball rolling on the install for us. He will be coming to Hyde County to meet with me within the next couple months.

August Helpdesk Tickets

Administration: 3 closed tickets (105 minutes)
Sheriff's Department: 1 closed ticket (30 minutes)
Social Services: 1 open ticket
Cooperative Extension: 1 closed ticket (300 minutes)
Register of Deeds: 3 closed tickets (105 minutes)
Soil and Water: 1 closed ticket (60 minutes)
Senior Center: 1 open ticket

Total billable time had this been contracted out: 10 hours (see attachment for more details)

ticket_export

Ticket	Summary	Category	Time Spent	Name	Department
34	Email returned as undeliverable	Troubleshoot Software/OS	30	Marc Woolverton	Sheriff's Department
35	Installing of the card	Replace / Add New Equipment	0	Julia Collins-Brickhouse	Social Services
36	Email	Troubleshoot Software/OS	15	Rosemary Johnson	Administration
37	Wireless internet not working	Connectivity Issues	300	Andrea Gibbs	Cooperative Extension
38	email not working	Troubleshoot Software/OS	30	Merita Spencer	Register of Deeds
39	Dept Heads Group Email	Update Software/OS	30	Rosemary Johnson	Administration
40	Printer not working	Troubleshoot Software/OS	60	Debbie Cahoon	Soil and Water
41	Install public wifi	Replace / Add New Equipment	60	Kris Noble	Administration
42	Computer relocation	Replace / Add New Equipment	0	Darlene Berry	Senior Center
43	Email not Coming in	Troubleshoot Software/OS	30	Merita Spencer	Register of Deeds
44	Mapping Monitor not working	Troubleshoot Hardware	45	Merita Spencer	Register of Deeds
			600		

Public Health and Home Health Monthly Summary Report – July 2016

CLINICAL SERVICES	Current Month	Year To Date
Family Planning	9	9
Maternal Health	7	7
Adult Health: Wellness/Primary Care/Chronic Disease/Telemedicine	34	34
BCCCP	1	1
Immunizations	6	6
Seasonal Flu Shots/Flu Mists		
Adults	0	0
Children	0	0
STD Treatments	1	1
Communicable Disease Cases/Investigations	0	0
TB Treatments (Latent) & Skin Tests	8	8
Child Health (Wellness)	4	4
Child Health (Sick Care)	10	10
Rabies Treatments/Investigations**	1	1
Dental Varnishing	0	0
Lab Services	20	20
WIC (Women, Infant & Child Nutrition Assistance)		
WIC – Mainland		
Certifications	5	5
Mid-Certification Assessments	2	2
Pick-ups	10	10
Vendor Trainings		
WIC – Ocracoke (Quarterly)		
Certifications	0	0
Mid-Certification Assessments	0	0
Pick-ups	0	0
Vendor Trainings	0	0
PREGNANCY/EARLY CHILDHOOD SERVICES		
Pregnancy Care Management (for healthy pregnancies and births)		
Current Case Load	9	9
Contacts this Month	13	13
Attempts (No Contact)	4	4
Care Coordination for Children (for healthy children 0-5 years)		
Current Case Load	7	7
Contacts this Month	49	49
Attempts (No Contact)	14	14
Family Connects (for healthy mother/child after birth)		
	3	3
MEDICATION ASSISTANCE PROGRAM		
New Patients Enrolled	1	1
Patients Served	8	8
New Requests	1	1
Reorder Requests	13	13
Medications Requested	14	14
Medications Received	12	12
Medications Delivered	12	12
ENVIRONMENTAL HEALTH		
Food and Lodging		
F&L Inspections	7	7
F&L Visits	2	2
F&L Pre-Opening Visits		
F&L Permits Issued		
F&L Permits Suspended	1	1
F&L Suspensions Lifted		
F&L Complaint Investigations	2	2
F&L Consults	3	3
General Sanitation		
Vector Control		
Animal Control		
Health Education	1	1
On-Site Wastewater		

Sites Visited/Evaluated		
Improvement Permits Issued		
Construction Authorizations		
Other Authorizations		
Consultative Contacts	4	4
Operation Permits Issued		
Migrant Housing Inspections		
On-Site Wells		
Well Site Evaluated		
Grouting Inspections	1	1
Well Site Construction Visits		
Well Construction Permits Issued		
Well Certificate of Completion		
Bacteriological Samples Collected	2	2
Other Sample Collected	2	2
Well Consultative Contacts	3	3
HYDELAND HOME CARE		
Current Active Patients		
Home Health Medicare	17	
Home Health Medicaid	18	
Home Health Private Insurance	3	
Community Alternative Program (CAP)	3	
Homemaker	8	
Admissions	4	
Discharges	7	
Referrals Received	6	
Referrals Not Admitted	2	

HEALTH EDUCATION

KBR/Vidant Grants (Physical Activity & Nutrition Programming):

- Piyo classes are being offered free-of-charge to residents since January 25th at MECHS
 - Mondays & Wednesdays at 6:30PM (OA Peay)
 - Tuesdays & Thursdays at 6:00PM (Charlie Smith Center – Belhaven)
- Additional Walking Challenges are slated to begin in the fall

Healthy Communities/Project Lazarus (Prescription Drug Abuse Prevention):

- Drug drop boxes have been installed in both sheriff's offices
- HCHD dispensing Naloxone to those who use opioids or their family members

Hyde Partners for Health/Project Direct LEGACY for Men:

- Advisory Committee is working towards obtaining 501 (c) 3 status; have formed workgroup to undertake process in coming months
- HCHD continues to support PDL as a community partner

Other:

- PICH grant funds will be received again this year, and technical assistance will be received from ARHS to form a Hyde County Farmer's Market
 - Seeking vendors
 - Will run the last Saturday of every month this summer
- USDA Farmers Market Promotion Program Grant application for about \$200,000 was submitted in May
- HCHD staff is involved in a community garden project, which aims to support existing county community gardens
 - The county has applied for three small grants
 - Community Gardens in Scranton and Engelhard are coming together for the 2016 growing season

Hyde County DSS Programs
Month of July 2016

Income Maintenance Programs	Active Cases	Applications Processed	Reviews/Redetermination	Other Changes
Medicaid	1256	8	92	
Long Term Care MAA & MAD	39			
Food Stamps	495	16	67	24
Work First	6	0	1	
Total	1,796	24	160	24
Medicaid Transportation Program	Transported	Gas	Vouchers	Active Cases
Medicaid	30	55	2	211
Dialysis	13	0	0	1
Title III	9	0	0	32
Total				
Child Protected Services	Reports	Ongoing	Unsubstantiated	
	6	0	6	
Adult Services (Ongoing)	Active CAP Cases	SA In Home		
	14	5		
Crisis Intervention	Applications Taken	Approved	Denied	
	0	0	0	
Medication Assistance	Applications Taken	Approved	Denied	
	0	0	0	
Daycare Services	Mainland	Ocracoke	out of county	
Cases	1	12	1	
Children	4	13	1	

Reviews/Redetermination processed monthly
Cap cases have daily, weekly and monthly contacts

Hyde County DSS Programs
 Month of July 2016

	Requested	Approved	Denied	Assistance from other Sources
Fishing License	15	15	0	0
Christmas Cheer	N/A	N/A	N/A	N/A
LIEAP	0	0	0	0

Reviews/Redetermination processed monthly
 Cap cases have daily, weekly and monthly contacts

**Child Support Services
Services and Activities Report
For the period
AUGUST 2016**

The Federal Office of Child Support Enforcement requires state Child Support Agencies to submit an annual report on their operations to assess whether they are meeting federal requirements for providing child support services.

The Required Program Compliance Criteria must be reviewed annually and establishes standards of substantial compliance for each criteria area. The standards give states benchmarks to evaluate cases and make a determination if they are in compliance with the federal requirements.

The required program compliance criteria and compliance benchmarks are measured on a self-assessment report completed monthly by the state office. The areas reviewed are as follows:

Case Closure-all cases closed at any time during the review period must contain the proper codes for closure, as well as documentation as to why the case closed.

Establishment-all cases are evaluated on the last paternity or establishment action.

Expedited process (6mo and 12mo)-all open cases in paternity or establishment status that has had a court action filed within the review period. If the court action is not disposed of within 6 months the 6mo expedited case review will fail. If the court action is not disposed of within 12months the 12mo expedited case review will fail.

Interstate-all cases during the review period with an "I" for initiating case or "R" for responding cases involving another state are selected for review

Medical-all cases with a court order that includes medical insurance support during the review period will be selected for review.

Review and Adjustment -all cases during the review period in which a review event has occurred on the case will be selected.

We are still in a transitional period with new workers and a new Supervisor. Our scores are gradually improving and most are at or near the Region Average. We have completed action plans to increase scores in the areas that need improvement.

**HYDE COUNTY
CHILD SUPPORT UNIT
FY 2015-2016
STATISTICAL REPORT**

	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	YTD Totals	FY 2014-2015
total caseload	187	185	187	186	185	182	183	183	184	181		179	178	183	
ESTABLISHMENT															
paternity tests performed	0	0	0	0	0	0	0	0	0	0		0	0	0	0
ENFORCEMENT															
income withholding collections	\$12,246	\$13,248	\$13,049	\$11,648	\$13,844	\$13,128	\$12,073	\$13,375	\$13,641	\$12,581		\$14,639	\$11,746	\$155,217	\$162,003
interstate collections	\$1,492	\$1,553	\$2,025	\$2,230	\$1,675	\$1,766	\$1,311	\$1,290	\$2,281	\$1,280		\$1,805	\$2,690	\$21,398	\$30,448
court collections	\$950	\$1,410	\$2,160	\$823	\$1,500	\$1,200	\$850	\$100	\$300	\$395		\$200	\$1,300	\$11,188	\$15,620
tax intercept collections	\$266	\$0	\$701	\$254	\$0	\$0	\$0	\$7,469	\$9,519	\$3,098		\$283	\$0	\$21,590	\$38,822
unemployment insurance collections	\$320	\$130	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$450	\$3,332
incentive collections*	\$0	\$0	\$147	\$524	\$484	\$402	\$402	\$416	\$507	\$425		\$387	\$0	\$3,694	\$8,078
IV-E foster care collections	\$0	\$0	\$778	\$991	\$778	\$378	\$378	\$378	\$568	\$278		\$325	\$0	\$4,852	\$800
total collections	\$19,761	\$21,422	\$23,389	\$21,775	\$21,357	\$21,701	\$19,997	\$30,179	\$30,730	\$22,571		\$21,585	\$20,606	\$275,073	\$313,060
customers serviced while in the local office	0	2	6	7	2	2	2	3	4	3		6	1	38	35

*incentives consist of : TANF Share, IV-E Share, SFHF Share, Incentive, Settlement funds, Tax Intercept Fees, Paternity Test Fees, and Legal Fees



Justin Gibbs <justin.gibbs@hydecountyems.co>

Fwd: Ocracoke Responses

1 message

Dana Long <dana.long@hydecountyems.co>

Tue, Aug 16, 2016 at 7:36 AM

To: David White <david.white@hydecountyems.co>, Justin Gibbs <justin.gibbs@hydecountyems.co>

David and Justin,

Wanted to pass this on as we don't usually get positive feedback.

Dana

----- Forwarded message -----

From: "DiFabio, Joseph" <Joseph.DiFabio@vidanthealth.com>

Date: Jul 9, 2016 21:13

Subject: Ocracoke Responses

To: "dana.long@hydecountyems.co" <dana.long@hydecountyems.co>

Cc:

Hi Dana:

Ashley and myself just wanted to let you know what a pleasure it is to do business with you. Your patient care assessment and packaging skills are second to none. Keep up the good work, see you on the next trip.

Joe

----- The contents of this e-mail (and any attachments) are confidential, may be privileged and may contain copyright material. You may only reproduce or distribute material if you are expressly authorized by us to do so. If you are not the intended recipient, any use, disclosure or copying of this email (and any attachments) is unauthorized. If you have received this e-mail in error, please notify the sender and immediately delete this e-mail and any copies of it from your system. =====

You move to Ocracoke for the ocean, but you stay for the community

ON AUGUST 13, 2016 • (1 COMMENT)

Open letter to the Ocracoke community

Dear Ocracoke Family:

As you probably know, a woman drowned here on Thursday and her daughter was flown to the Greenville hospital for observation and treatment of near-drowning.

What you might not know is it was my sister, Deborah DeBarth Fraga, who died and my niece, Amanda Fraga, who was airlifted off island. Mandi is physically OK. We brought her back from Greenville yesterday.

At a time of tragedy like this the true beauty of the Ocracoke Community emerges.

On the behalf of my family, I want to thank all the emergency responders and concerned volunteers who assisted on the beach.

I watched as EMS, law enforcement officers from several agencies, members of the fire department and others labored in the 100+ degree heat, sweating through their uniforms while doing CPR, resuscitation, and helping in so many ways.

Their efforts were truly heroic.

Other members of the Ocracoke Volunteer Fire Department left their jobs and their homes to secure the helipad and direct traffic.

We also thank all the community members who reached out to us with cards, texts, food, and other support.

I will not mention individual names for fear of leaving someone out. If you were there or if you helped in any way, we thank you.

As hard as this is, we are blessed to be on Ocracoke and to be members of this wonderful community.

The Family of Debbie Fraga

Ken DeBarth

Ruth Fordon

Jean DeBarth

Joseph Fraga

Amanda Fraga

Editor's note: The Observer thanks Ken DeBarth for his letter to the community. The Observer posted the story of the drowning [here](#). We extend our deepest condolences to Ken, Ruth and their family at this sad and difficult time

COUNTY OF WASHINGTON
BOARD OF COMMISSIONERS

COMMISSIONERS:
D. COLE PHELPS, CHAIR
JULIUS WALKER, JR., VICE-CHAIR
TRACEY A. JOHNSON
BUSTER MANNING
WILLIAM "BILL" R. SEXTON, JR.



POST OFFICE BOX 1007
PLYMOUTH, NORTH CAROLINA 27962
OFFICE (252) 793-5823 FAX (252) 793-1183

ADMINISTRATION STAFF:
W. MACK CARAWAN, JR.
COUNTY MANAGER
wcarawan@washconc.org

JULIE J. BENNETT, CMC, NCCCC
CLERK TO THE BOARD
jbennett@washconc.org

CURTIS S. POTTER
ASSISTANT COUNTY MANAGER/
COUNTY ATTORNEY
cpotter@washconc.org

**RESOLUTION
OPPOSING HOUSE BILL 763:
AN ACT TO PROTECT NORTH CAROLINA'S MILITARY FOOT PRINT**

WHEREAS, the above identified bill has passed the North Carolina Senate and may be re-introduced during the next session of the Legislature; and

WHEREAS, this Bill, if passed, would have a negative impact on approximately 60 percent of the area of North Carolina with a disproportionate impact on northeastern North Carolina and will lay a state level regulatory burden on every county in the State; and

WHEREAS, this Bill will regulate the construction of buildings and structures, provides for the creation of a regulatory apparatus within State government and the University system, and

WHEREAS, this Bill gives the US and State military commanders a regulatory standing over all land within the State, and

WHEREAS, this Bill was introduced and passed the North Carolina Senate without notice to county governments, and

WHEREAS, this Bill limits commerce and construction, requiring another layer of regulatory oversight at great expense and delay to the workings of commerce, and

WHEREAS, Washington County Commissioners believe this Bill, if passed, will do great harm to property rights, property values, and commerce; and

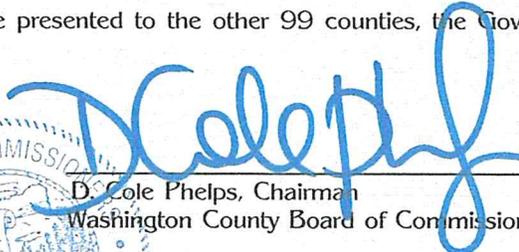
WHEREAS, Washington County Commissioners have no objection to military operations as they are presently conducted.

NOW THEREFORE, Washington County is opposed to the enactment of this Bill or any other Legislation that restricts property rights or that inhibits commerce.

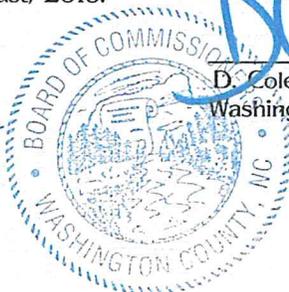
NOW THEREFORE, Washington County is opposed to the Legislature passing any laws, rules or regulations in any form without adequate time for every citizen and county government to properly examine, make comment and consult with House and Senate representatives.

NOW THEREFORE, this resolution is to be presented to the other 99 counties, the Governor, the Speaker of the House and the President Pro Tem of the Senate.

ADOPTED this 1st day of August, 2016.


D. Cole Phelps, Chairman
Washington County Board of Commissioners

ATTEST: 
Julie J. Bennett, CMC, NCCCC
Clerk to the Board



Hyde County Hotline, Inc.
Crisis Intervention, Advocacy and Prevention
Domestic Abuse and Sexual Victimization
P.O. Box 335
Engelhard, North Carolina 27824

August 22, 2016

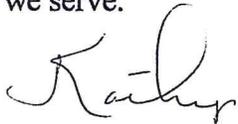
Hyde County Board of Commissioners
and Hyde County Manager, Bill Rich
Hyde County Government Center
30 Oyster Creek Road
Swan Quarter, North Carolina 27885

Dear ~~Sirs~~, *Carl, Jr.*

Hyde County Hotline has received your generous allocation of \$10,000.00 to our program for Fiscal Year 2016-17. We are very appreciative of your continued consideration of the needs of the families whose lives this money touches each year. Without the support that you provide we would be hard-pressed to accomplish our goals.

Thank you again for being such gracious benefactors to those who are suffering oppression in Hyde County as a result of domestic abuse and sexual victimization. The needs are great for these individuals, and your support is making a difference in helping them to heal, recover and break the cycle of violence.

Best regards on behalf of the Board of Directors, Hotline Employees and the victims and survivors we serve.



Kathryn S. Ballance
Executive Director

Thank you so much!



**RESOLUTION BY THE DAVIDSON COUNTY BOARD OF COMMISSIONERS IN
OPPOSITION TO UNION COUNTY'S INTERBASIN TRANSFER OF
TWENTY-THREE MILLION GALLONS OF WATER A DAY
FROM LAKE TILLERY IN THE YADKIN PEE DEE BASIN**

WHEREAS, the Yadkin is the drinking water resource for the residents of Davidson County and serves as a source for electric power, recreational activities, and an economic Catalyst for the County; and,

WHEREAS, Union County has a pending application before the Environmental Management Commission to withdraw an amount of water from the Yadkin which is more than double the amount that is currently being consumed by Union County residents and which would extend their maximum capacity by four times their current consumption in order to meet the projected quadrupling of Union County's population by 2050; and,

WHEREAS, rapid urbanization of counties and communities around Charlotte and Wake County is detrimental to rural counties outside of the suburban arc and to remove resources from counties like Davidson to feed uncontrolled growth in counties like Union is not in the best interest of any resident of North Carolina; and,

WHEREAS, controlled growth takes the development and the people to the places where the resources reside and not the resources to the people; and,

WHEREAS, almost a significant portion of the tax base in Davidson County is on the two lakes formed from the Yadkin River and whereas the upper lake, as part of the FERC licensing agreement, must suffer significant lake level drops in order to maintain stable levels in High Rock Lake. When Union County will make its withdrawal from Lake Tillery, the proposed transfer will only exacerbate the impact on the northern lakes and depress property values in the County; and,

WHEREAS, it has been expressed to officials of Davidson County that State officials and employees have admitted to Montgomery County that essential partnerships and studies have not been completed in order to ensure the interest of the Yadkin region is best served prior to making a ruling on the Union 1ST request-including a "safe yield" evaluation to determine the maximum amounts of water which can be safely withdrawn from the Yadkin; State hydrological modeling of the Yadkin which is not scheduled until 2017 or beyond; the formation of a comprehensive Yadkin stakeholders organization to confirm the validity of local water supply plans and growth projections; and for the Union County produced CHEOPS modeling to be confirmed by independent analysis; and,

WHEREAS, Union County water rates for 5000 gallons per month are a little over 20% less than what Davidson Water charges its customers, and such rate inequities only illustrate the "haves and the have-nots" impact on rural counties not realizing rapid urbanization and the lack

of prudent stewardship over an area that supposedly is without adequate water supply and should be encouraging conservation through higher rates;

WHEREAS, Davidson County is not intolerant, supports controlled growth, and believes that the resources of the State belong to all of the people in the State.

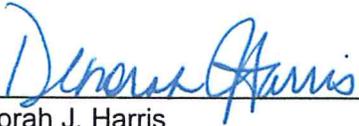
BE IT THEREFORE RESOLVED, the Davidson County Board of Commissioners is opposed to the granting of an interbasin transfer certification to Union County until the necessary stakeholder coalition is formed, the most up-to-date hydrological models are established by the State; a safe yield study is performed to determine maximum amounts of water which can safely be pulled from the Yadkin, and that with these actions performed, that no certification be granted in an amount exceeding the *five* million gallon per day **IBT** which was grandfathered to Union County from the Catawba Basin. A reasonable **IBT** from the Yadkin not to exceed *five* million gallons per day will allow for controlled growth in Union County, bringing their maximum capacity to more than two and one half times their current consumption. Montgomery County encourages all counties and municipalities bordering the Yadkin to join in this opposition and for all rural counties across the State to *voice* their concerns against over-urbanization which depletes the vitality of rural areas.

This the 23rd day of August, 2016.



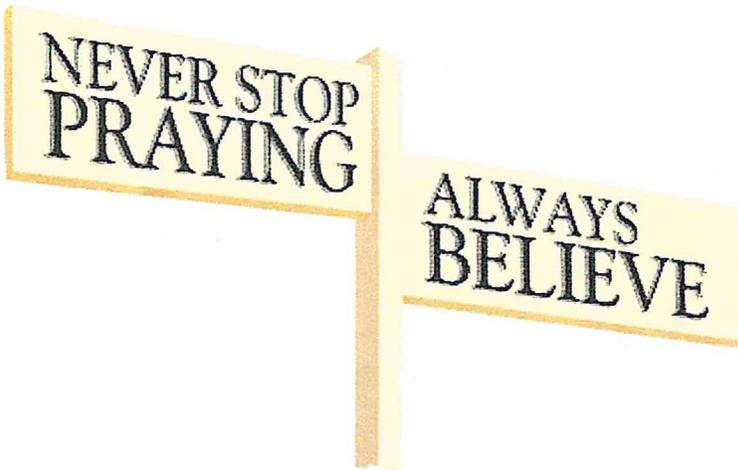
Steve Jarvis, Chairman
Davidson County Board of Commissioners

Attest:



Deborah J. Harris
Clerk to the Board





**“A COMMUNITY THAT PRAYS TOGETHER STAYS
TOGETHER”**

PROGRAM THEME: UNITY

YOU ARE INVITED

TO A COMMUNITY PRAYER BREAKFAST

SEPTEMBER 17, 2016 8:00 A.M.

AT THE DAVIS YOUTH CENTER

SPONSORED BY THE HYDE COUNTY NAACP AND

THE DAVIS YOUTH AND RECREATIONAL CENTER

For more information please contact Alice Mackey

252-473-8766. Tickets are \$7.00