

AGENDA

Catawba County Board of Commissioners Meeting
Tuesday, January 19, 2016, 7:00 p.m.
Robert E. Hibbitts Meeting Room, 1924 Courthouse
30 North College Avenue, Newton, NC

1. Call to Order.
2. Pledge of Allegiance to the Flag.
3. Invocation.
4. [Approval of the Minutes from the Board's Regular Meeting and Closed Session of December 7, 2015.](#)
5. Recognition of Special Guests.
6. Public Comments.
7. Public Hearings:
[Rezoning Request – Planned Development \(Mini Storage Facility\). Presented by Planner Chris Timberlake.](#)
8. [Appointments.](#)
9. Consent Agenda:
 - a. [Two Tax Refund Requests.](#)
 - b. [Alcoholic Beverage Control Board Travel Policy.](#)
 - c. [Map Review Officer Designation.](#)
 - d. [Sewer Easement Agreement with the City of Hickory.](#)
10. Departmental Reports.
 - A. Hickory Public Schools.
[Transfer of Funds from Longview Elementary Project to a New Professional Development Lab Project. Presented by Superintendent of Hickory Public Schools Dr. Robbie Adell.](#)
 - B. Newton-Conover City Schools.
 1. [Additional Funding for Newton-Conover High School \(NCHS\) Football Bleacher Replacement. Presented by Superintendent of Newton-Conover Schools Dr. David Stegall.](#)
 2. [Letter of Intent for Fiscal Year 2016/17 Funding. Presented by Superintendent of Newton-Conover Schools Dr. David Stegall.](#)
 - C. Public Health.
[Duke Endowment Grant and Position. Presented by Public Health Director Doug Urland.](#)
 - D. Utilities and Engineering.
[Building Services Positions for Utilities and Engineering. Presented by Utilities and Engineering Director Barry Edwards.](#)
11. Other Items of Business.
12. Attorneys' Report.

13. Manager's Report.

14. Adjournment.

PERSONS WITH DISABILITIES: Individuals needing assistance should contact the County Clerk at 828-465-8990 within a reasonable time prior to the meeting. Access to the 1924 Courthouse for individuals with disabilities is at the south side ("A" Street). The elevator is located at the north end of the building. Participation in public meetings is without regard to race, creed, religion, national origin, sex, age, color, or disability.

INFOTALK/INTERNET: The Catawba County Telephone Information System will allow you to use your touch tone telephone to obtain current information on Catawba County 24 hours a day. Information is updated on a regular basis. Dial 465-8468 and INFOTALK will direct your questions with easy to understand instructions. Reach Catawba County on the Internet at <http://www.catawbacountync.gov>.

CALENDAR: The February Board of Commissioners Meetings will take place on Monday, February 1, 2016, at 9:30 a.m., and on Monday, February 15, 2016, at 7:00 p.m. in the Robert E. Hibbitts Meeting Room, 1924 Courthouse, 30 North College Avenue, Newton.



**PREVIEW OF COUNTY COMMISSION AGENDA
TUESDAY, JANUARY 19, 2015, 7 P.M.
ROBERT E. HIBBITTS MEETING ROOM
1924 COURTHOUSE, NEWTON, N.C.**



The Catawba County Board of Commissioners will hold a public hearing on a request to rezone 10.98 acres at 6477 Highway 150 East from R-30 Residential to PD-Planned Development for purposes of a mini-storage facility, when the Board meets at 7 p.m. on Tuesday, January 19, 2016, at the 1924 Courthouse at 30 North College Avenue in Newton. The Board will also consider a request to add new Building Services Official positions to meet a marked increase in development and construction projects in the county, leaving inspectors currently averaging 17 inspections a day, well above the maximum of 12 inspections per day recommended by the North Carolina Department of Insurance.

The Board will consider a request from Hickory Public Schools to transfer funds from the completed Longview Elementary School project to create a new Professional Development Lab in the media center at the old Longview Elementary. The Board will consider requests from Newton-Conover City Schools to transfer funds from a future project for renovations at Conover School to a project to replace bleachers at the Newton-Conover High School football field and that the Board issue a letter of intent to include in the County's Fiscal Year 2016-2017 budget funding for a planned roofing project at North Newton Elementary School. The Board will consider accepting a \$450,000 grant from the Duke Endowment to participate in the Healthy People Healthy Carolinas program, which will help Catawba County Health Partners build capacity, implement strategies of transformation and change in the community, and improve population health outcomes in Catawba County.

The Board will consider granting the City of Hickory an easement on County property located at 810 Fairgrove Church Road, where the City is installing a new sewer line to replace an old, deteriorating line. The Board will consider approving a travel policy for the local Alcoholic Beverage Control (ABC) Board, which closely mirrors the County's travel policy. And the Board will consider a request to amend the list of Map Review Officers approved for the county and its municipalities, and two tax refund requests.

PLEASE NOTE THE CHANGE IN THE BOARD'S USUAL MEETING DATE BECAUSE THE THIRD MONDAY IN JANUARY IS MARTIN LUTHER KING JR. DAY AND COUNTY OFFICES ARE CLOSED.

PUBLIC HEARING

The Board will hold a public hearing to receive citizen comments and consider a request to rezone 10.98 acres from R-30 Residential (minimum lot size of 30,000 square feet or 3/4th of an acre) to Planned Development for a mini-storage facility. The property is located at 6477 Highway 150 East in the Highway 150 Corridor Plan, is undeveloped and is in a medium density "general use" district. Predominant uses in this district include single-family homes and agriculture. The Planned Development district requires a minimum lot size of 80,000 square feet (2 acres) and is considered a "special district" and promotes master planning of larger developments. Parcels to the north and west are zoned R-30 residential and have single family homes. There are parcels to the north and south also zoned R-30 but undeveloped, as well as a parcel zoned HC Highway Commercial, which contains a non-residential use. Parcels to the east and south are zoned R-30 and is the location of the Wildlife Wood Campground.

The conceptual site plan depicts an office and 14 mini-warehouses, a permitted use in the Planned Development district. The property is located within the Mixed Use Corridor-Overlay (MUC-O) district. Both the Planned Development district and the MUC-O regulate additional aesthetics concerning façade treatment (brick, stone, stucco, etc.) facing public roadways; roof type (parapet or 3:12 or greater); decorative fencing and landscaping.

The property is also within the WS-IV Watershed Critical Area which allows 24% built-upon area (2.63 acres of imperviousness). Along with the Planned Development district request, the applicant is asking approval for high-density development which allows 50% built-upon area (5.48 acres of imperviousness) on the property. High-density development requires the developer to engineer and construct stormwater control structures (bioretention basin, filtration basin, swale, dry/wet detention basin). Other non-residential development regulations provided in the Unified Development Ordinance address site lighting, parcel perimeter landscaping, parking, access, and other land development issues. Public water and sewer are available to the site. The applicant intends to connect to both.

NC Highway 150 is designated as a minor arterial transportation facility in the Catawba County Thoroughfare Plan. Traffic counts taken in 2013 east and west of the site each measured 9,400 and 12,000 average trips per day, respectively. The roadway is currently designed to accommodate approximately 12,000-15,000 vehicles per day. According to the Institute of Transportation Engineers, the proposed development would generate approximately 23 vehicle trips per day. Development of the property will not overburden the existing roadway. The widening of NC Highway 150 to a divided four-lane facility is currently in the planning and design phase. Right-of-way acquisition is scheduled to begin in 2025. The Highway 150 Corridor Plan, accepted on September 8, 2014, serves as the current land use plan for this area and depicts the property as being located in an area recommended for mixed use, commercial, and/or multi-family development.

Staff recommends the 10.98 acres be rezoned from R-30 Residential to Planned Development district based upon the property's proximity to other commercially zoned properties located east and west on NC Highway 150 and the request being consistent with the accepted Highway 150 Corridor Plan future land use recommendations.

The Planning Board held a public hearing on November 30, 2015, to consider the request. Dan Brewer with ESP Associates spoke on behalf of the applicant. The public did not express opposition to or approval of the request at the meeting. The Planning Board asked if the applicant was aware of future plans to widen NC Highway 150 and if there were lighting standards within the County's Unified Development Ordinance. Although the site plan depicted a 30 foot right-of-way reservation, there was concern that the facility should be moved further from the existing roadway. Since the Planning Board public hearing, the North Carolina Department of Transportation has reviewed the plan and the applicant has revised the plan by moving the building back on the property to provide a 115 foot right-of-way reservation.

The Planning Board voted 9-0 to submit a favorable recommendation to the Board of Commissioners to rezone the 10.98 acres from R-30 Residential to Planned Development (PD) for a mini-storage facility based upon the submission of a revised conceptual plan addressing visibility/setbacks from NC Highway 150, the property's proximity to other commercially zoned properties located east and west on NC Highway 150, and the request being consistent with the accepted Highway 150 Corridor Plan, future land use recommendations.

CONSENT AGENDA

A. The Board will consider two refund requests totaling \$12,787.55 that have been made to the Tax Office. The records have been checked and these refunds verified; therefore, the Tax Collector is asking for approval of the refund requests. According to North Carolina General Statute 105-381, a Taxpayer who has paid his or her taxes may request a refund (in writing) for the amount that was paid through error.

B. The Board will consider approval of the Alcoholic Beverage Control Board's Travel Policy. This policy has not been changed since its approval by the Board of Commissioners on February 16, 2010. The North Carolina Alcoholic Beverage Control Commission requires that the Catawba County ABC Board provide proof that its appointing authority has approved its travel policy on a yearly basis. This travel policy very closely mirrors that of the County.

C. The Board will consider approval of the designation of Map Review Officers. On July 17, 1997, the North Carolina General Assembly ratified SB 875 - Maps and Plats Law. This law required all counties to appoint Review Officers who would review each plat or map before it is recorded and certify that it meets the statutory requirements for mapping. The law states that individuals have to be appointed by name, not by job title, so any time a change occurs in staffing, a new Review Officer has to be appointed and approved by resolution of the Board and subsequently recorded in the Register of Deed's Office. The City of Hickory has requested that Ross Zelenske be added to their list of approved Map Review Officers. With approval of a resolution incorporating the change noted above, the active list of Review Officers will be:

Catawba County:	Jacky M. Eubanks, Susan Ballbach, Chris Timberlake and Lashana Marshburn
City of Hickory:	Brian Frazier, Cal Overby, John Furnage, David Leonetti, Shamaury Myrick and Ross Zelenske
City of Newton:	Alex S. Fulbright
City of Conover:	Q. Lance Hight, and Cara C. (Chris) Reed
City of Claremont:	Laurie Locicero and Elinor Hiltz
Town of Long View:	David Epley, and Charles T. Mullis
Town of Maiden:	Travis Ramsey
Town of Catawba:	Elinor Hiltz
Town of Brookford:	Marshall Eckard

D. The Board will consider granting an easement to the City of Hickory for a new sewer line. The City of Hickory is planning to run a force main sewer which necessitates an approximate 15 foot expansion of an existing easement located on County property. The existing sewer is outdated and a new sewer line is needed to improve service. County staff reviewed the location and determined there will not be any impact on possible future expansion at the site given the terrain and proximity to a stream. For engineering reasons, a tap is not possible at this location. However, Hickory has agreed to provide the County with “one free 6-inch sanitary sewer service connection for use at any location in the City’s Collection System.” The Board’s Policy and Public Works Subcommittee recommends the granting of this easement.

DEPARTMENTAL REPORTS

A. HICKORY PUBLIC SCHOOLS

The Board will consider a request from Hickory Public Schools to transfer \$60,000 in funds remaining in the Longview Elementary School project to a new project to construct a Professional Development Lab for teachers and staff in the media center of the old Longview Elementary School. This space would allow the District to bring in large groups (250 people) for training and meetings. The District used to have professional development space in the old Grandview Middle (Annex) but that building was torn down to build the new Longview Elementary School. With no space to accommodate large groups, trainings and meetings are currently performed in multiple small groups (40-50 people at a time) at individual schools or the District offices. If trainings are held in school media centers, student schedules generally have to be altered as a result.

The old Longview Elementary School building and grounds are still being used by the district’s Facilities/Maintenance Department but the media center is vacant. Hickory Public Schools administration sees the Professional Development Lab as the highest and best use of available funds and space. Expected costs of the project are: flooring, \$12,969; lighting, \$4,115; painting, \$10,042; furniture, \$8,177; technology, \$15,797; signage, \$2000; ceiling tiles, \$1,500; paint material, \$400, and contingency, \$5000. The transfer of \$60,000 to this project is recommended by the Board’s Finance and Personnel Subcommittee.

B. NEWTON-CONOVER CITY SCHOOLS

1. The Board will consider a request from Newton-Conover City Schools for \$894,400 in additional funding for the Newton-Conover High School (NCHS) Bleacher project, funded by decreasing the planned renovations project for Conover School. The budget includes \$1.5 million to replace the football bleachers at NCHS. Bids have been received for the project and the lowest bid is \$760,000 higher than the budgeted amount before allowing for recommended contingency of 4% (\$90,000) or architect fees of \$50,000 already incurred. The budget was based on Catawba County Schools experience replacing bleachers but that project was completed three years ago and construction prices have increased. Additional work required for ADA compliance, repair work to the track, a leaking drainage pipe, and retainage/erosion control underneath the bleachers have all contributed to the higher cost as well.

This year began a new four-year funding cycle for schools construction. The plan includes \$9.5 million for Newton-Conover City Schools. The school system requested that the \$900,000 needed for the bleacher project be taken from \$4 million originally planned for Conover School renovations in Fiscal Year 2016/17 and for that project to be scaled back to \$3.1 million. As discussed in Subcommittee, Newton-Conover City Schools will ask the boosters club to fund seat backs rather than taking this \$5,600 expense from the project budget, making the total needed from the Conover School project \$894,400. The Board’s Finance and Personnel Subcommittee recommends approval of an additional \$894,400 for the NCHS Football Bleacher project, funded by a reduction in the future renovations project planned for Conover School.

2. The Board will consider a request from Newton-Conover City Schools for a letter of intent for funding in the Fiscal Year 2016/17 budget to complete roofing at North Newton Elementary School (\$1 million) and construction of a new entrance to the bus/staff parking lot at Conover School (\$3.1 million) prior to the beginning of the new school year. These projects are scheduled for funding (\$5 million) as part of the four-year school construction plan in the Fiscal Year 2016/17 budget and need to be completed during the summer while school is not in session. The work can’t be accomplished if architectural renderings are not completed prior to students being out for summer vacation. Accordingly, Newton-Conover City Schools is requesting a letter of intent from the Board to fund these projects in the upcoming County budget. Newton-Conover City schools will up-front any costs incurred prior to July 1, 2016 and submit for reimbursement after the beginning of the fiscal year. The Board’s Finance and Personnel Subcommittee recommends the Board provides this letter of intent.

C. PUBLIC HEALTH

The Board will consider accepting a \$450,000 grant from the Duke Endowment, which has selected Catawba County Health Partners, the 501(c) 3 nonprofit community coalition operated and managed by Catawba County Public Health, to participate in the Healthy People Healthy Carolinas (HPHC) grant program. This program will help Health Partners build capacity, implement transformative community change strategies, and improve population health outcomes in Catawba County. The program awarded Health Partners \$450,000 in total funding across calendar years 2016-2018, with \$150,000 provided annually. As a result, Catawba County Public Health is proposing the creation of a short-term (3-year), grant-funded Community Health Coordinator position to coordinate and implement grant deliverables, including program implementation and reporting. This position and all associated program costs would be fully funded by the grant allocation. The fiscal agent is Catawba Valley Medical Center as the Duke Endowment requires a hospital to support local grant applications and act in such a capacity.

The Duke Endowment selected coalitions in five communities (Catawba, Chatham, Granville, Montgomery/Richmond, and Wilkes Counties) to begin in 2016, with plans to expand the initiative to include up to 20 total communities by 2020 throughout the Carolinas.

The healthcare industry continues to undergo transformational change, placing emphasis on the need for communities to come together to find solutions for persistent and costly health conditions such as obesity and diabetes. As the U.S. transitions to a value-based healthcare system, communities working collaboratively to improve population health are expected to have lower healthcare costs as well as better health outcomes and quality of life. The Duke Endowment recognizes that communities are rich with potential to solve local health problems, and HPHC will help equip Health Partners with the tools and support needed to achieve significant results.

The overall aim of the initiative is transformative improvement in population health. This initiative will not only drive improvement in outcomes but also enhance Health Partners' ability to build partnerships across the community and apply new approaches to optimize community health. Additionally, HPHC aims to affect the community itself by shifting attitudes and beliefs through data and knowledge to increase appreciation for the role of prevention and social determinants, enhance community systems, and increase coordination of related services and resources.

Health Partners will utilize this funding to support, develop and implement community health improvement strategies related to the county's health priorities, which will be finalized in February 2016 as part of the county's Community Health Assessment process. As a selected coalition, Health Partners will also become part of a peer learning and innovation collaboration and receive extensive technical assistance and resources from grant partners.

Currently, two Public Health positions (Community Outreach Manager and Community Health Analyst) support the work undertaken by Health Partners, its board, and its multiple community workgroups. The time dedicated to these activities does not currently equate to 1 FTE due to other responsibilities assigned to these positions. A Community Health Coordinator position is needed to ensure all grant deliverables are effectively and efficiently met, such as: forming and facilitating community work groups to select, implement, measure, and evaluate evidence-based community health improvement strategies addressing nutrition, physical activity, and/or chronic disease; developing and implementing related action plans and budgets; managing and reporting all programmatic and financial activities and outcomes, and attending all required meetings, conference calls, webinars and trainings. The Board's Finance and Personnel Subcommittee recommends accepting these grant funds.

D. UTILITIES AND ENGINEERING

The Board will consider approving four new Building Services Official III positions, vehicles and operational expenses; one new Permit Center Specialist position; and making an existing temporary full time Building Services Official III position approved by the Board on May 18, 2015 in association with Dedicated Inspection Services funded by Gilbane Building Company (Apple, Inc.) a permanent full time position, as well as a budget revision in the amount of \$243,202.

In the first six months of this fiscal year, the County experienced a marked increase in development and construction activity. Over the last seven fiscal years, building permits have gone from a high of 1,609 in Fiscal Year 2008/09 to a low of 1,161 in Fiscal Year 2011/12. Due to the lack of development pressure and matching the reduction in permit issuance, the County reduced eight Building Services' full time positions, beginning in Fiscal Year 2008/09 through Fiscal Year 2011/12. However, from the low point in Fiscal Year 2011/12, development in the County has increased significantly. The

1,455 building permits issued in Fiscal Year 2014/15 was the highest since Fiscal Year 2008/09, at which time Building Services' full time position count was nearly three times as large as the current staffing level.

As the County's real estate market has begun to recover from the recession, the type of development in the county has diversified. The types of construction experienced now include much larger projects, such as the health sciences building at Lenoir-Rhyne University and also more complex projects than were constructed during the recession, such as the Catawba Valley Medical Center expansion and the redevelopment of old historic structures. These larger, more complex projects require a higher number of inspections and more in-depth inspections, all of which are more time consuming and required more staff time in plan review for the same reasons. In addition, these types of projects require Building Services Official IIIs who have a minimum of four level-3 certifications. Currently, the field inspection staff has six out of nine who are Building Services Official IIIs.

This welcome increase in activity has brought its own issues as the County has experienced numerous instances in which the scheduling of inspections has extended two to seven working days beyond the staff's outcome of providing next day inspections. Two to seven working days may not sound too bad until a weekend or holiday falls in the same time period, giving the customer the reality of waiting ten or more calendar days to have a requested inspection performed. This has resulted in multiple complaints from clientele and was recently a topic of discussion by the Land Use Development Board of the Chamber of Commerce. Staff has attempted to minimize this issue by requiring the Building Services Chief and the Field Supervisor to perform inspections a minimum of one half day each day. This often became performing a full day of inspections, which did help the delay in inspection scheduling but had negative effects on customer service in other areas (i.e. telephone calls could not be returned in a timely manner, response time to complaints was increased, ability to respond to customer needs at the Permit Center was lessened, ability to respond to unscheduled contractor or site consultation demands was diminished, ability to respond to questions from subordinates was reduced, etc.).

Additionally, in the past year, Building Services lost three fully qualified and experienced employees, the Plan Review Supervisor and one field inspector to retirement, and one plan reviewer to higher paying Mecklenburg County. This situation is exacerbated by the fact that, of the County's remaining six experienced and fully certified inspectors, one is eligible to retire at any time, one is eligible to retire in May 2016 and two will be eligible for retirement within the next 24 months. Along with this mature workforce comes the ability and need for staff to be out of work more frequently. In addition to these impending retirements, without Board of Commissioners' approval to maintain the position, staff is faced with losing the Building Services Official III funded by Gilbane Building Company to provide inspection services on the new construction at the Apple, Inc. facility in Maiden. While this position has been primarily performing inspections at the Apple facility, it has also been able to perform inspections on other projects when not needed at Apple.

When attempting to fill these vacancies, it became apparent that qualified and experienced inspectors do not exist in the available workforce. Staff has been able to hire new Building Services Officials (field inspectors) but with minimal to no experience and no certifications. Due to their inexperience and lack of certification, new hires require 18 to 24 months of education and experience before they are able to make a significant impact in daily operations. The lack of qualified and experienced inspectors in the available workforce is an issue across the state. Therefore, to have a proper and meaningful succession plan, the County should begin hiring new inspectors as soon as possible.

Further fueling the need for additional inspectors is the impending development activity associated with the completion of the waste water collection system in the Sherrills Ford area, not the least of which is the Village Center. Two hundred residential lots are already approved and construction is expected to begin in spring of 2016. The demand for service is expected to increase exponentially in Southeastern Catawba County (SECC) alone as development pressure from the Charlotte metro continues to expand into the SECC and across the county.

The attrition of staff and size and complexity of the development being experienced in the county is also draining the County's plan review resources. The retired Supervisor position was filled from within and one plan reviewer position has been filled while a previously vacated plan review position was moved to field inspections to help with the delays in that area. The impact of an inexperienced, uncertified available workforce is magnified when attempting to hire for the position of plan reviewer because level III certifications are imperative to performing high quality, timely plan review services. This issue was also a topic of discussion at the most recent Land Use Development Board meeting where it was recommended that a "plans facilitator", similar to what Mecklenburg County has, was needed in Catawba County. The requested Permit Specialist position will fill this role, as well as assist in the issuance of permits and other daily permit

center operations. This will also allow the plan review staff to spend more time reviewing plans versus dealing with paperwork that does not require a certified plan reviewer.

The North Carolina Department of Insurance recommends that building inspectors perform between 8 and 12 inspections per day. However, due to the implementation of the mobile field inspections program, centered on field inspectors receiving their daily work, reporting inspection results from their vehicles via mobile devices and driving their County vehicles home, the available time in the field was increased by as much as one hour per day. Therefore, the County's goal is to perform between 12 and 14 inspections per inspector per day, not to exceed 14 inspections on a consistent basis. When inspections consistently average 14 or more per inspector per day, additional staff is recommended to provide the expected level of customer service. These statistics do not capture the fact that each field inspector receives and returns 50 to 60 phone calls each day, further reducing their available time to perform inspections. Regardless of the impact to inspection time, this level of customer service is not only expected but was praised at the most recent LUDB meeting.

The annual salary and benefits for a Building Services Official III is approximately \$67,957 and for a Permit Center Specialist is approximately \$42,639. For fiscal year 2015/16, it is anticipated that the five new requested positions could be filled in February 2016 which equates to a total of \$131,028 (five months salaries and benefits expenses). Three of the four Building Services Officials will be assigned as Field Inspection Staff and require additional operational expenses including a County vehicle. The total cost of equipment for a Building Services Field Inspector is approximately \$37,391, which includes a vehicle, fuel, uniforms, code books, OSHA and personal protective equipment, cell phone, jetpack wireless modem for internet connection, and training and educational expenses to acquire inspection certifications and/or for State mandated continuing education credits. For the three requested field inspection positions, the operating cost will be \$112,173 in fiscal year 2015/16. The total cost of these positions is \$243,201. Fiscal year 2015/16 Building Permit revenue is projected to be \$1,473,131. Budgeted fiscal year 2015/16 revenue is \$1,189,100 which equates to \$284,031 being available to fund the new positions. The Board's Finance and Personnel Subcommittee recommends the funding of these additional positions.

CONTACT: DAVE HARDIN, PUBLIC INFORMATION OFFICER 465-8464

MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Chris Timberlake, Planner

DATE: January 19, 2016

IN RE: Rezoning Request – Planned Development (Mini Storage Facility)

REQUEST

The Board of Commissioners to conduct a public hearing to consider rezoning 10.98 acres from R-30 Residential (minimum lot size of 30,000 square feet) to Planned Development (PD) for a mini-storage facility.

Purpose of Zoning District

The current R-30 Residential district, requires a minimum lot size of 30,000 square feet (3/4 acre), and is considered a medium density “general use” district. Predominate uses in this district include single-family homes and agriculture. The Planned Development district requires a minimum lot size of 80,000 square feet (2 acres) and is considered a “special district” district and promotes master planning of larger developments.

REVIEW/BACKGROUND

Location/Zoning

The property for which the rezoning request is being considered is located at 6477 East NC 150 Highway in the Highway 150 Corridor Plan, Mountain Creek Township, and further identified by Parcel Identification Number 3696-07-58-0239.

The property depicted as Parcel 1, on the attached map, is zoned R-30 Residential and is undeveloped. The surrounding parcels contain the zoning districts and uses described below.

- *North* – Parcels 2, 3, and 4 are zoned R-30 Residential (3/4 acre minimum). Parcels 2 and 4 are occupied with single-family homes. Parcel 3 is undeveloped. Parcel 5 is zoned HC Highway Commercial and contains a non-residential use.
- *South* – Parcels 9 and 10 are zoned R-30 Residential (3/4 acre minimum). Parcel 9 is the location of Wildlife Woods Campground. Parcel 10 is undeveloped.
- *East* – Parcels 6, 7, and 8 are zoned R-30 Residential (3/4 acre minimum). Each is owned by Recreational Properties, owner of Wildlife Woods Campground. Parcels 6 and 8 are undeveloped. Parcel 7 contains a parking area used by the campground.

- West – Parcel 11 is zoned R-30 Residential (3/4 acre minimum) and is occupied with a single-family home and accessory structures.

Zoning History

None to report.

Land Use

The conceptual site plan depicts an office and 14 mini-warehouses, a permitted use in the Planned Development district. The property is located within the Mixed Use Corridor-Overlay (MUC-O) district. Both the Planned Development district and the MUC-O regulate additional aesthetics concerning façade treatment (brick, stone, stucco, etc.) facing public roadways, roof type (parapet or 3:12 or greater), decorative fencing, and landscaping.

The property is also within the WS-IV Watershed Critical Area which allows 24% built-upon area (2.63 acres of imperviousness). Along with the Planned Development district request, the applicant is asking approval for high-density development which allows 50% built-upon area (5.48 acres of imperviousness) on the property. High-density development requires the developer to engineer and construct stormwater control structures (bioretention basin, filtration basin, swale, dry/wet detention basin). Other non-residential development regulations provided in the Unified Development Ordinance address site lighting, parcel perimeter landscaping, parking, access, and other land development issues.

Utilities

Public water and sewer are available to the site. The applicant intends to connect to both.

Transportation

NC Highway 150 is designated as a minor arterial transportation facility in the Catawba County Thoroughfare Plan. Traffic counts taken in 2013 east and west of the site each measured 9,400 and 12,000 average trips per day, respectively. The roadway is currently designed to accommodate approximately 12,000 – 15,000 vehicles per day. According to the Institute of Transportation Engineers the proposed development would generate approximately 23 vehicle trips per day. Development of the property will not overburden the existing roadway. The widening of NC Highway 150 to a divided four-lane facility is currently in the planning and design phase. Right-of-way acquisition is scheduled to begin in 2025.

Land Use Plan

The Highway 150 Corridor Plan, accepted on September 8, 2014, serves as the current land use plan for this area. Map 6, titled "Future Land Use and Economic Opportunity," depicts the property as being located in an area recommended for mixed use, commercial, and/or multi-family development.

Staff Recommendation

Staff recommends the 10.98 acres be rezoned from R-30 Residential to Planned Development district based upon:

- 1) The property's proximity to other commercially zoned properties located east and west on NC Highway 150; and
- 2) The request being consistent with the accepted Highway 150 Corridor Plan, future land use recommendations.

Public Hearing Discussion

The Planning Board held a public hearing on November 30, 2015 to consider the request. Dan Brewer with ESP Associates spoke on behalf of the applicant. The public did not express opposition or approval of the request at the meeting. The Planning Board asked if the applicant was aware of future plans to widen NC Highway 150 and if there were lighting standards within the UDO. Although the site plan depicted a 30 foot right-of-way reservation, there was concern that the facility should be moved further from the existing roadway. Note: Since the Planning Board Public Hearing, NCDOT has reviewed the plan and the applicant has revised the plan by moving the building back on the property to provide a 115 foot right-of-way reservation.

PLANNING BOARD RECOMMENDATION

The Planning Board voted 9 - 0 to submit a favorable recommendation to the Catawba County Board of Commissioners to rezone the 10.98 acres from R-30 Residential (minimum lot size of 30,000 square feet) to Planned Development (PD) for a mini-storage facility subject based upon:

- 1) Submission of a revised conceptual plan addressing visibility/setbacks from NC Highway 150;
- 2) The property's proximity to other commercially zoned properties located east and west on NC Highway 150; and
- 3) The request being consistent with the accepted Highway 150 Corridor Plan, future land use recommendations.

Applicant

Lloydco, LLC

Request

Rezone 10.98 acres from R-30 Residential (30,000 square feet, .68 acres) to PD Planned Development for a mini storage facility

Location

6477 East NC 150 Highway

Date

January 19, 2016

REZONING REQUEST MAP

Applicant: Brian Lloyd (Lloydco LLC)
 Owner: Penny Morris
 PIN - 3696-07-58-0239
 R-30 Residential to
 PD Planned Development

-  Lloyd
-  Ponds, Creeks
-  Structures
-  Water Lines
-  Sewer Lines
-  HC
-  O-I
-  R-20
-  R-30
-  R-40
-  RC

1 Through 11 - See Adjacent Property Owner List

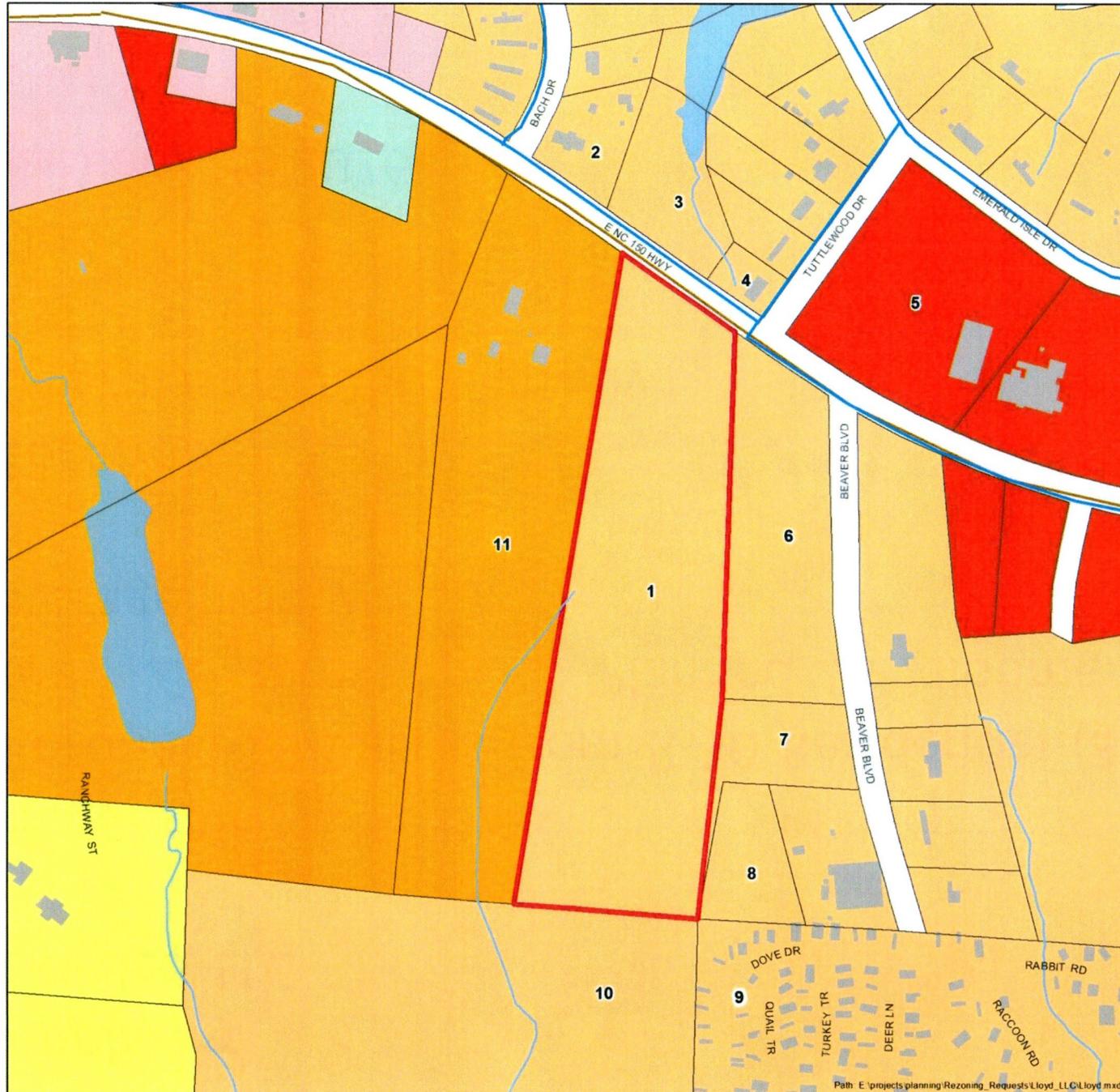
Parcels fall within the following Overlays:
 WP-O, CRC-O & MUC-O



1 inch = 300 feet

This map product was prepared from the Catawba County, NC Geographic Information System. Catawba County has made substantial efforts to ensure the accuracy of location and labeling information contained on this map product. Catawba County promotes and recommends the independent verification of any data contained on this map product by the user. The County of Catawba, its employees and agents disclaim, and shall not be held liable for any and all damages, loss or liability, whether direct, indirect or consequential which arises or may arise from this map product or the use thereof by any person or entity.

FOCUS AREA





REZONING REQUEST MAP

Applicant: Brian Lloyd (Lloydco LLC)
 Owner: Penny Morris
 PIN - 3696-07-58-0239
 R-30 Residential to
 PD Planned Development

- Lloyd
- Ponds, Creeks
- Structures
- ~ Water Lines
- ~ Sewer Lines

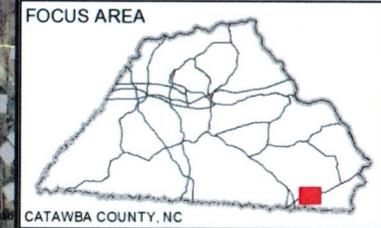
1 Through 11 - See Adjacent Property Owner List

Parcels fall within the following Overlays:
 WP-O, CRC-O & MUC-O



1 inch = 300 feet

This map product was prepared from the Catawba County, NC Geographic Information System. Catawba County has made substantial efforts to ensure the accuracy of location and labeling information contained on this map. Catawba County promotes and recommends the independent verification of any data contained on this map product by the user. The County of Catawba, its employees and agents disclaim, and shall not be held liable for any and all damages, loss or liability, whether direct, indirect or consequential which arises or may arise from this map product or the use thereof by any person or entity.



REZONING REQUEST MAP

Applicant: Brian Lloyd (Lloydco LLC)
 Owner: Penny Morris
 PIN - 3696-07-58-0239
 R-30 Residential to
 PD Planned Development

-  Contour Lines
-  Lloyd Property
-  Creeks & Streams
-  Structures
-  Parcels
-  Lakes

1 Through 11 - See Adjacent Property Owner List

Parcels fall within the following Overlays:
 WP-O, CRC-O & MUC-O



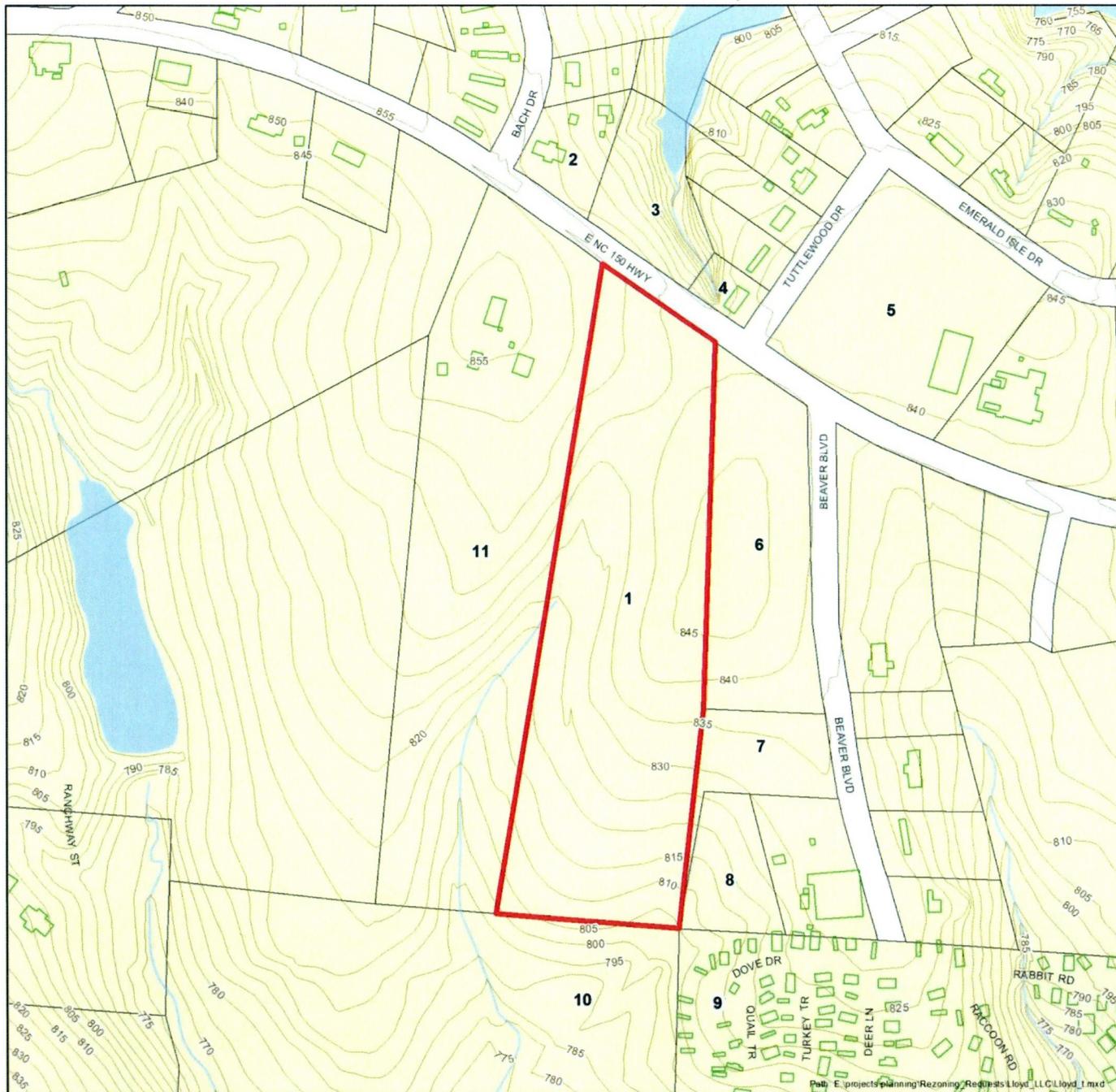
1 inch = 300 feet

This map product was prepared from the Catawba County, NC Geographic Information System. Catawba County has made substantial efforts to ensure the accuracy of location and labeling information contained on this map. Catawba County promotes and recommends the independent verification of any data contained on this map product by the user. The County of Catawba, its employees and agents disclaim, and shall not be held liable for any and all damages, loss or liability, whether direct, indirect or consequential which arises or may arise from this map product or the use thereof by any person or entity.

FOCUS AREA

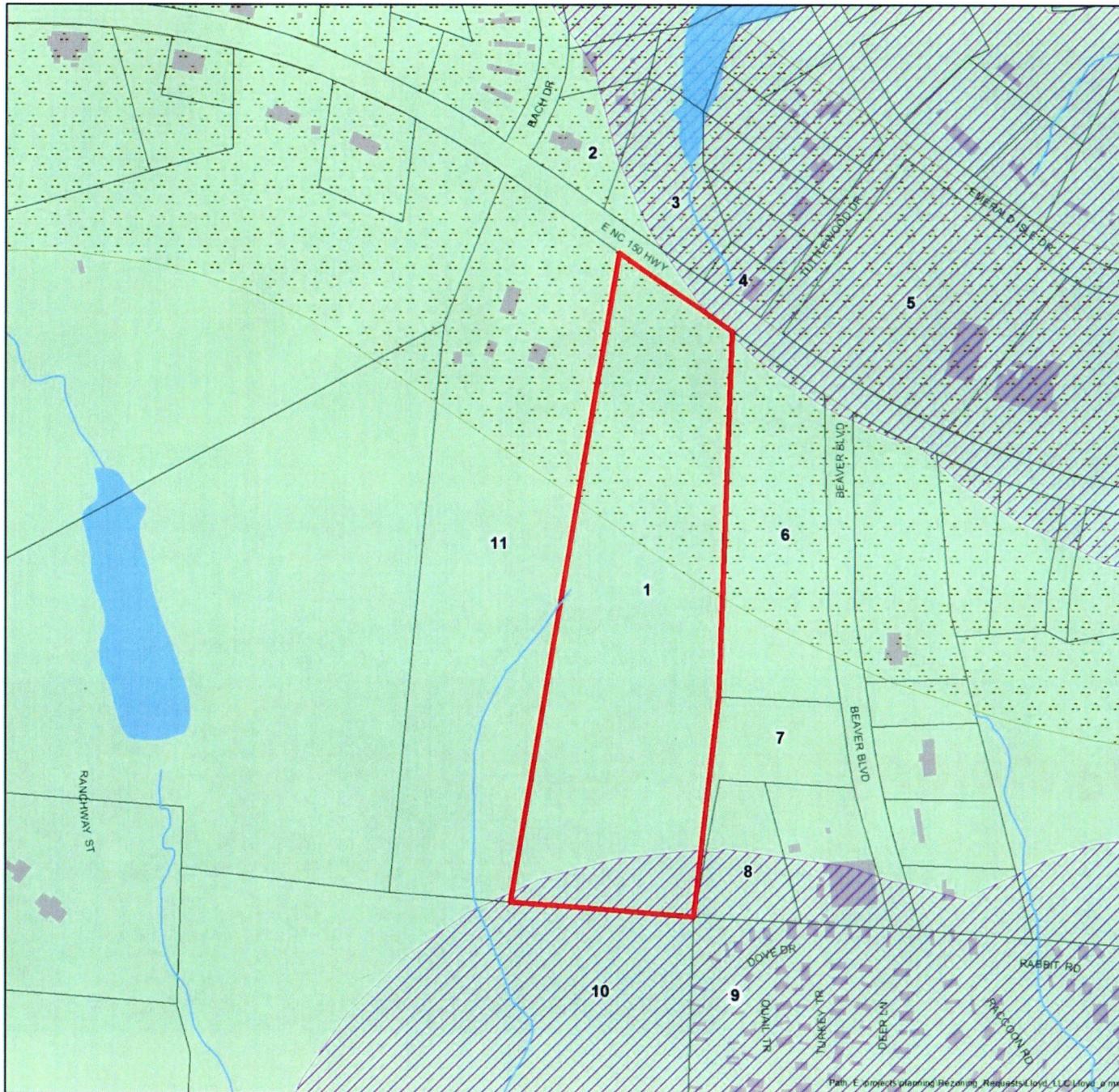


CATAWBA COUNTY, NC



REZONING REQUEST MAP

Applicant: Brian Lloyd (Lloydco LLC)
 Owner: Penny Morris
 PIN - 3696-07-58-0239
 R-30 Residential to
 PD Planned Development



-  Lloyd
-  Ponds, Creeks
-  CRC-O
-  MUC-O
-  Structures
-  WP-O

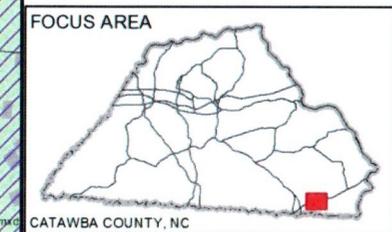
1 Through 11 - See Adjacent Property Owner List

Parcels fall within the following Overlays:
 WP-O, CRC-O & MUC-O

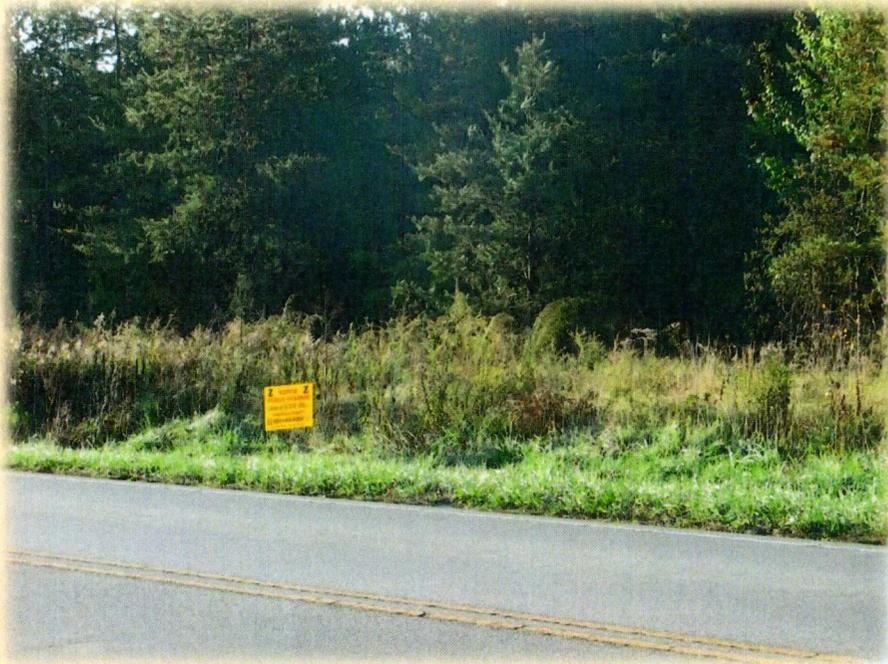


1 inch = 300 feet

This map product was prepared from the Catawba County NC Geographic Information System. Catawba County has made substantial efforts to ensure the accuracy of location and labeling information contained on this map. Catawba County promotes and recommends the independent verification of any data contained on this map product by the user. The County of Catawba, its employees and agents disclaim, and shall not be held liable for any and all damages, loss or liability, whether direct, indirect or consequential which arises or may arise from this map product or the use thereof by any person or entity.



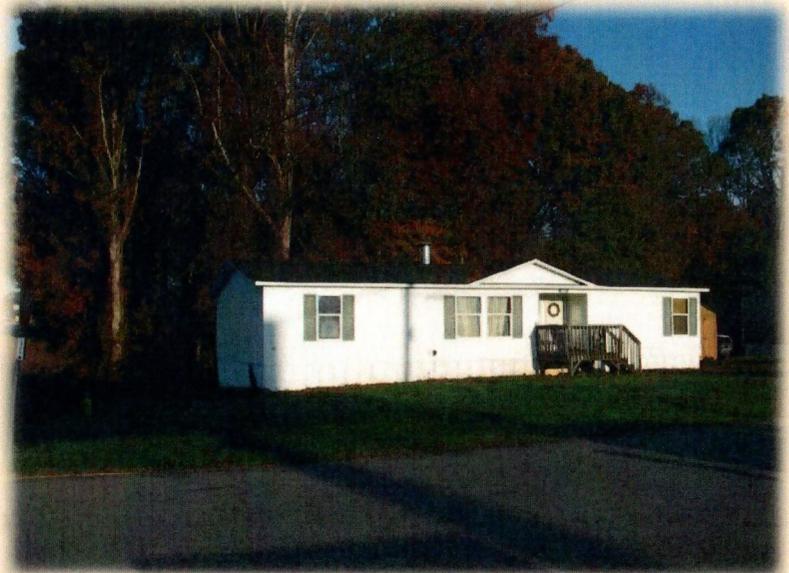
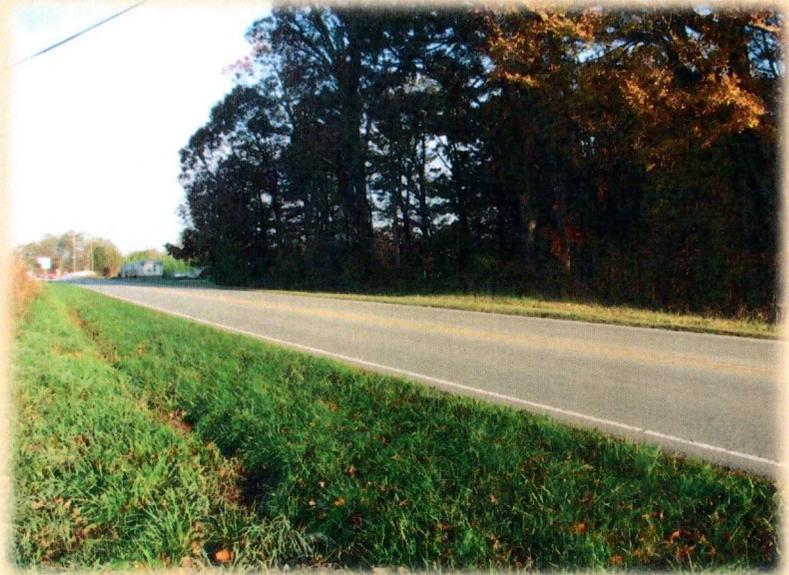
Path: E:\projects\planning\Rezoning_Requests\Lloyd, LLC\Lloyd_a.mxd



Subject Property



Adjacent Properties – North



Adjacent Properties – East



Adjacent Properties – West



Adjacent Properties – South View



Adjacent Properties – North View



Purpose - Review

- The R-30 Residential district requires a minimum lot size of 30,000 square feet (.68 acres per dwelling) and is considered a medium density “general use” district. Predominate uses are single-family houses and agriculture.
- The PD Planned Development district, considered a “special district,” encourages the master planning of large scale, multiple or mixed use development patterns.

Concept Site Plan

ENGINEER
 EBP ASSOCIATES, P.A.
 CONTACT: DAN BREWER, P.E.
 EMAIL: DBREWER@EBPINCORP.COM

SITE INFORMATION
 PARCEL # 2802000208
 ADDRESS 6477 E. HC 150 HWY
 ZIP 32781-1101, FLA. REC 78873
 SITE AREA 10.88 AC
 ZONED RS-30

OVERLAY DISTRICT: CIRC O
 MAP: C-10
 PROPOSED ZONING: TO WITH HIGH DENSITY OPTION
 DEED BOOK/PAGE: 89-3902, PD-0986
 CURRENT USE: VACANT. SITE IS PARTIALLY WOODED
 PROPOSED USE: MINI WAREHOUSE

PARKING
 PARKING REQUIRED:
 1 SPACE PER CAR/OFF PLUS
 1 SPACE PER 50 LOTS

PARKING PROVIDED:
 2 EMPLOYEES = 2 SPACES
 400 TRUCKS = 43 SPACES
 TO AL = 43 SPACES

WATERSHED DATA
 MS-IV ORIGINAL AREA HIGH DENSITY OPTION
 THE PROPERTY IS IN ZONE 70' PER FEMA FLOOD INSURANCE
 RATE MAP NUMBER 3700000000 BASED ON ELEVATION 710.
 IMPROVED AREA 5.40 AC
 TOTAL IMPROVED 8.408

UTILITIES
 WATER AND SEWER TO BE PUBLIC.

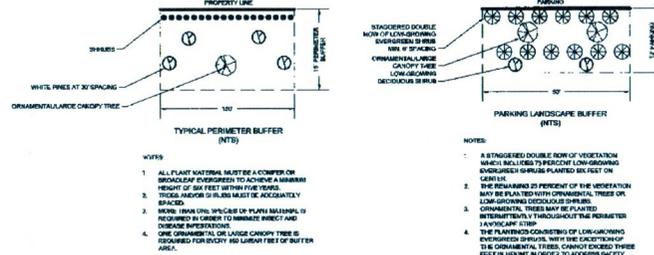
STRUCTURES
 OFFICE BUILDING 30' x 60'
 STORAGE BUILDING 44'
 BLDG A 200' x 30'
 BLDG B 177' x 30'
 44' x 43.5' (2) OF THE LOTS
 FLOOR AREA 5470.0 SF

LAND RESERVATION
 TOTAL AREA TO BE 80 AC
 AREA APPROVED FOR PEDESTRIAN USE
 AND LANDSCAPING = 1.89 AC (2.4%)

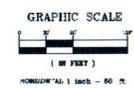
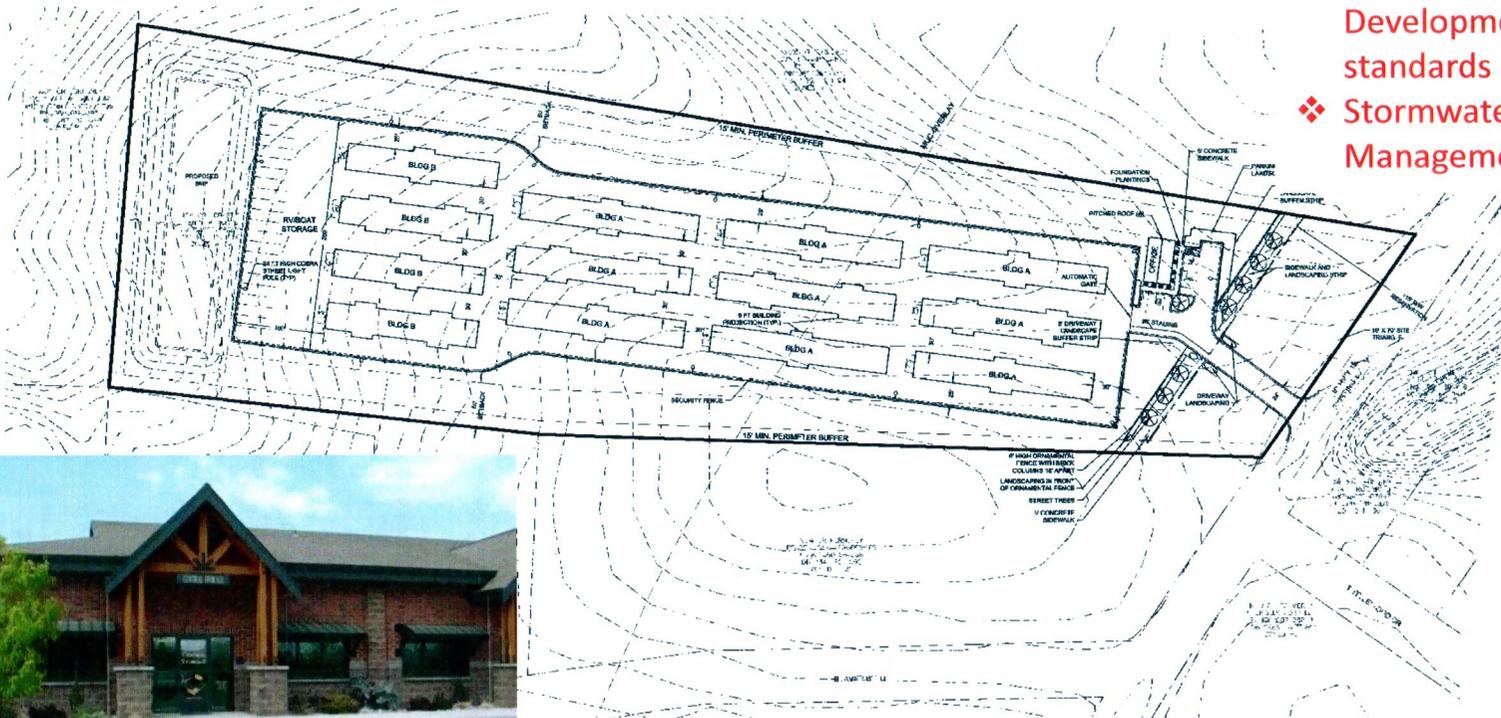
SITE PLAN GENERAL NOTES

1. ALL STRUCTURES WITHIN THE BLDG-O ARE REQUIRED TO HAVE A PARAPET ROOF OR A ROOF PITCH, PER SEC. 44-43(5) OF THE UDC.
2. BUILDING FACADES ON ANY BUILDING FACED TOWARD SHALL BE CONSTRUCTED OF BRICK, STONE, WOOD, OR SPILT-FACED BLOCK.
3. ALL LANDSCAPING SHALL MEET SEC. 44-43(6) OF THE DAVANNA COUNTY UDC.
4. SUPPLEMENTAL STANDARDS OF SEC. 44-81(8) MUST BE MET.
5. SITE LIGHTING TO BE 400 WATT WALL PACKS ON BLACKEN SIZES.
6. STREET POLES WITH ORNATE STREET LAMPS ARE PROPOSED ALONG PARKING PERIMETER WHERE SHOWN.

Perimeter & Parking Landscaping

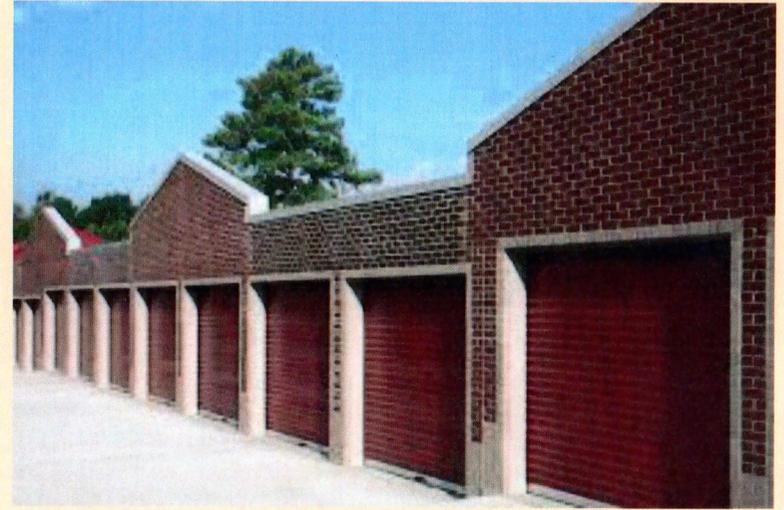


- ❖ Right-of-way reservation
- ❖ Sidewalk
- ❖ Street trees
- ❖ Driveway landscaping
- ❖ Ornamental fence/decorative columns
- ❖ Frontage landscaping
- ❖ Buildings must meet Mixed Use Corridor and Planned Development design standards
- ❖ Stormwater Best Management Practice (BMP)



CONCEPT SITE PLAN	
SHERRILLS FORD MINI STORAGE	
MINI STORAGE	
PROJECT INFORMATION	
PROJECT MANAGER	DJB
DESIGNED BY	ALL
DRAWN BY	ALL
PROJECT NUMBER	051248
ORIGINAL DATE	12/15/16
SHEET	
C-1.0	

Building Treatments



Utilities

- Public water and sewer are available NC 150 Highway.
- The developer will be responsible for connecting to the existing systems.

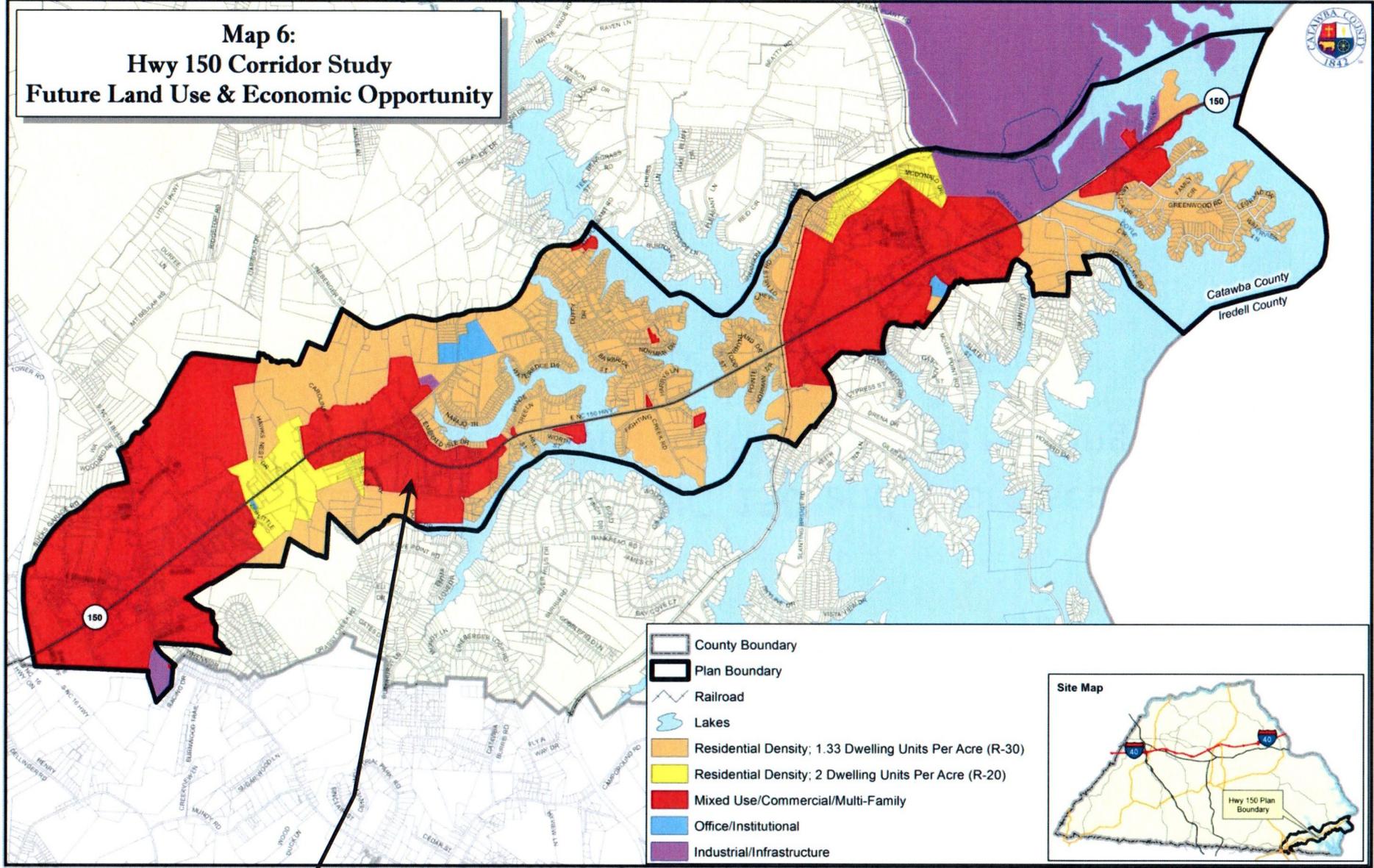
Transportation

- NC Highway 150 is a minor arterial road.
- Designed to carry 12,000 – 15,000 vehicles per day.
- Traffic counts in 2013 to the east and west of the site measured 9,400 and 12,000 vehicles per day, respectively.
- Institute of Transportation Engineers indicates the use could generate 23 trips per day which will not overburden the road.
- Recommended to widen to a four-lane divided facility.
- NCDOT is currently in the design phase of widening.
- Right-of-way acquisition is planned for 2025.

Land Use Plan

- Property is within the Highway 150 Corridor Plan adopted in September 2014.
- Map 6, titled “Future Land Use & Economic Opportunity,” depicts the property as being in an area recommended for mixed-use, commercial, or multi-family development.
- The request is consistent with the use recommendations of the plan.

**Map 6:
Hwy 150 Corridor Study
Future Land Use & Economic Opportunity**



**Subject
Parcel**

Planning Board Public Hearing

The Planning Board held a public hearing on November 30, 2015.

- Dan Brewer with ESP Associates spoke on behalf of the applicant.
- Citizens did not speak for or against the request.
- The board commented on:
 - ✓ The future widening of NC 150 and expressed interest in seeing the facility moved further from the existing roadway;
 - ✓ Design of the stormwater retention area; and
 - ✓ Site lighting.

Planning Board Recommendation

The Planning Board voted 9 - 0 to submit a favorable recommendation to the Catawba County Board of Commissioners to rezone the 10.98 acres from R-30 Residential (minimum lot size of 30,000 square feet) to Planned Development (PD) for a mini-storage facility subject based upon:

- 1) Submission of a revised conceptual plan addressing visibility/setbacks from NC Highway 150;
- 2) The property's proximity to other commercially zoned properties located east and west on NC Highway 150; and
- 3) The request being consistent with the accepted Highway 150 Corridor Plan, future land use recommendations.

Subject and Adjacent Property Information List

<u>number</u>	<u>PIN</u>	<u>CALCAC</u>	<u>owner</u>	<u>owner2</u>	<u>address</u>	<u>city</u>	<u>state</u>	<u>zip</u>	<u>bldg no</u>	<u>street name</u>
1	369607580239	10.98	PENNY R MORRIS		2713 CAMILLIA COVE	HIGH POINT	NC	27265-2817	6477	E NC 150 HWY
2	369607590248	0.93	ROGER LOUIS WILSON	ANNA H WILSON	4412 BACH DR	SHERRILLS FORD	NC	28673-9315	4412	BACH DR
3	369607591280	1.60	MARK ALEXANDER		1601 LEWISVILLE CLEMMONS RD	CLEMMONS	NC	27012-8329	6460	E NC 150 HWY
4	369607583997	0.34	TARA SETTLEMYRE ROSEBORO		4441 TUTTLEWOOD DR	SHERRILLS FORD	NC	28673-8333	4441	TUTTLEWOOD DR
5	369607588809	4.52	SHERRILLS FORD LLC		3152 ANCRUM RD	LADSON	SC	29456-3622	6512	E NC 150 HWY
6	369607584368	3.91	RECREATIONAL PROPERTIES		150 LAKEFRONT DR	MOORESVILLE	NC	28117-8771	6495	E NC 150 HWY
7	369607574974	1.32	RECREATIONAL PROPERTIES		150 LAKEFRONT DR	MOORESVILLE	NC	28117-8771	4545	BEAVER BLVD
8	369607573699	1.18	RECREATIONAL PROPERTIES		150 LAKEFRONT DR	MOORESVILLE	NC	28117-8771		BEAVER BLVD
9	369602671086	33.79	RECREATIONAL PROPERTIES		150 LAKEFRONT DR	MOORESVILLE	NC	28117-8771	4582	BEAVER BLVD
10	369601466955	41.09	BILLY LAIL IRREVOCABLE LIVING TRUST	ANNA LAIL IRREVOCABLE LIVING TRUST	3770 CHURCH HILL LN	MAIDEN	NC	28650-8383	4626	GRASSY CREEK RD
11	369606488348	10.97	SUE R CHRISTENBURY	GUY E CLINE	6375 E NC 150 HWY	SHERRILLS FORD	NC	28673-9404	6445	E NC 150 HWY

RZ-10-2015-22586
RZ-2015-08

Catawba County Rezoning/Ordinance Text Amendment Application

Applicant Brian K-Lloyd (DBA Lloydco LLC) Phone # 814-282-0123
Applicant's Fax 814-336-2401 Applicant's Email bklloydco.mdl.net
Applicant's Mailing Address 9551 Kennedy Hill Ln City, State, Zip Meadville PA 16335
Property Owner Penny Reitzel Morris Phone # 336-605-7461
Property Owner's Mailing Address 2713 Camillia Cove City, State, Zip High Point, NC 27265
Parcel 911 Address 6477 E NC Hwy 150, Sherrills Ford PIN # 369607580239
Subdivision Name and Lot # _____
Current Zoning District R-30 Proposed Zoning District PD (High Density)

Type of Rezoning Application:

General Rezoning

- The general information listed below shall be submitted with the rezoning application.

Planned Development Rezoning

- All information contained in the Planned Development Chart of the Procedures Manual is to be shown on a plan submitted with the application and the general information below.

Special District Rezoning

- All information contained in the Special District Development Chart of the Procedures Manual is to be shown on a plan submitted with the application and the general information below.

Conditional District Rezoning

- All information contained in the Conditional District Development Chart of the Procedures Manual is to be shown on a plan submitted with the application. The complete application includes the general information below and specific development conditions substantially agreed to by the staff and applicant as well as a development agreement if applicable.

Manufactured Home Park Rezoning

- All information contained in the Manufactured Home Park Development Chart of the Procedures Manual is to be shown on a plan submitted with the application and the general information below.
- Proposed Park Name _____

Ordinance Text Amendment

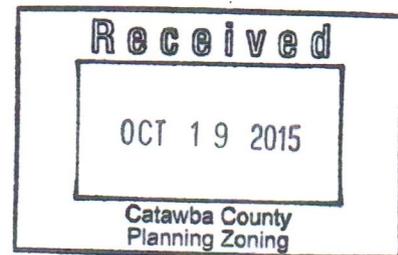
- Submit general information listed below.

General Information to be attached:

- If a portion of an existing parcel is requested to be rezoned, a survey of the portion of the parcel(s) covered by the proposed amendment at a scale no smaller than 1 inch equals 200 feet, on a 18 x 24 inch map and one 8 x 11 inch map (30 copies).
- Submittal of 30 copies of each map including digital copies in .pdf or .jpg format.
- If applicable, a legal description of such land
- If applicable, a detailed statement of any alleged error in the Unified Development Ordinance which would be corrected by the proposed amendment, and a detailed explanation of the manner the proposed amendment will correct the alleged error.
- A detailed statement of all other circumstances, factors, and reasons, which applicant offers in support of the proposed zoning map or text amendment.
- Filing Fee: Per Catawba County Fee Schedule

Applicant's Signature Brian K Lloyd Date 10-12-15
Property Owner's Signature Penny Reitzel Morris Date 10/12/15

B445



Chris Timberlake

From: Penny Morris [PMorris@keyrisk.com]
Sent: Wednesday, November 25, 2015 1:41 PM
To: Chris Timberlake
Subject: Meeting of 11/30

Good Afternoon Chris,

Your department will be reviewing the zoning of my land on Hwy 15 on 11/30. Due to work commitments I may not be able to be present.

I wanted you to know how important this is to me as well as to the county.

This facility, as you will see, will be very upscale. The Lloyd company worked diligently preparing for this project and has already invested considerable sums. I am very impressed with their plans. As I still own property on McCorkle that is very close, I will be glad to have this facility near me. The rezoning will certainly increase revenue to our county.

On a personal note my Mother, Alma Reitzel, who retired after approximately twenty years with the Sheriff's Department left me this land to insure my retirement and paying of any of her final debts. The lay out of the land is perfect for this type of business.

The Lloyd company will have to do grading and invest to build it. The facility is needed in this area. Because of the nature of the business there will be no noise issues and would be appropriate for the area.

Also personally, I am sixty six years old and would like to begin my retirement and donate monies to the charities that my Mother believed in.

Financially this is a great bonus for the county and a blessing to the area and for me.

If I am not able to be there I am asking that you express my concerns to the commission and consider recommending this to the County Commissioners in a positive way.

Thank you for your time and review.

Penny Reitzel Morris

Did I exceed your expectations today?
Click [here](#) to tell us about your experience.

=====
Penny Morris
Customer Service Representative
Key Risk

Chris Timberlake

From: Jeff Zink [jeff@zinksolutions.com]
Sent: Monday, November 23, 2015 5:01 PM
To: Jacky Eubanks; Chris Timberlake
Subject: Concerns Re: Rezoning Application #RZ2015-08

Dear Mr. Eubanks and Mr. Timberlake,

I will be unable to attend the upcoming Planning and Commissioners meetings regarding the proposed project related to rezoning application #RZ2015-08. Which is to re-zone 11 acres, located at 6477 E. NC Hwy. 150, Sherrills Ford, for the purpose of the construction of a mini storage facility. Please give consideration to my comments below mainly regarding the location of the proposed project.

My family and I have lived at 4300 Pointe Norman Drive, Sherrills Ford for the past 20 years. We live very close to the Villages of Sherrills Ford development, and about 3 miles from the proposed project. We see a great deal of positive growth beginning to take shape quickly in Sherrills Ford, transforming our area into an upscale, attractive town. I would like to voice future concerns about about the rezoning application in regard to the larger Hwy. 150 Sherrills Ford corridor - which is the most visible part of Sherrills Ford to everyone passing through the area. I will also add that we are the owners of Denver Mini Storage, on Hwy. 16 in Denver, which we purchased in 2001.

I can say from experience that self storage is much different than fast-food or retail which by necessity needs to be located on high traffic roads. Self storage located off of main roads can serve the community equally well. Nearly all of our business comes from Google, and other on-line searches not from drive-by business. For example Sherrills Ford Self Storage does quite well, and 3/4 of Denver Mini Storage's units are located at the end of Racing Drive, 1/4 mile off of Hwy. 16.

The purpose of this letter is not to argue one way or another whether Sherrills Ford needs more self storage, the market and supply-demand pressure will ultimately take care of that, but to ask that careful consideration be made as to where rezoning should be allowed for it to be built.

By contrast Lincoln County, Denver has allowed self-storage to be built up and down Hwy. 16, and as recently as 2008. All self-storage facilities on road frontage have a bit of military-compound look to them. Residents do complain about the storage facilities on Hwy. 16 in Denver, but at this point there is no un-doing what has been built. And it is too late for Mooresville as you cross the Hwy. 150 bridge as well.

Sherrills Ford / Catawba County has a unique opportunity to keep self storage facilities off of the Hwy. 150 frontage.

Lastly, I would also like to point out that the property at 6477 E. NC Hwy. 150, is listed for sale by Sperry Van Ness and it appears that the application for rezoning is being made in order to increase the land's marketability. <http://svncharlottecommercial.com/find-properties/?propertyId=100891-sale>

Thank you very much for your consideration,

Regards,

Jeff

Jeff Zink - VP Technical Sales

Norcote International - Zink Solutions LLC

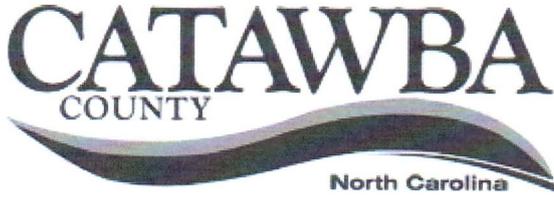
4300 Pointe Norman Drive

Sherrills Ford, NC 28673

Email: jeff@zinksolutions.com

Phone: 704-682-2934

www.norcote.com



Planning and Parks Department
PO Box 389
100 A Southwest Boulevard
Newton, NC 28658
828-465-8380
Fax: 828-465-8484
www.catawbacountync.gov/

ZONING MAP AMENDMENT CONSISTENCY STATEMENT

On January 19, 2016 the Catawba County Board of Commissioners conducted a public hearing for the purpose of considering a zoning map amendment to PIN 3696-07-58-0239 (Case #RZ2015-08). The applicant is Bryan Lloyd. The property owner is Penny Reitzel Morris.

Upon considering the matter, the Catawba County Board of Commissioners finds the request to be consistent with the land use recommendations illustrated on Map 6 titled "Future Land Use and Economic Opportunity" of the Highway 150 Corridor Plan and reasonable for rezoning based upon:

- 1) Submittal of a revised conceptual plan addressing visibility/setbacks from NC Highway 150;
- 2) The property's proximity to other commercially zoned properties located east and west on NC Highway 150; and
- 3) The request being consistent with the accepted Highway 150 Corridor Plan, future land use recommendations.

The Catawba County Board of Commissioners therefore approves the zoning map amendment. This approval was affirmed by a vote of ____ - ____ of the Catawba County Board of Commissioners.

Presiding Officer

Date



AMENDMENT TO THE CATAWBA COUNTY ZONING MAP

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS, that the Catawba County Official Zoning Atlas is hereby amended by rezoning the following described property from R-30 Residential to PD Planned Development District (RZ2015-08).

One parcel totaling approximately 10.98 acres located at 6477 East NC 150 Highway in the Highway 150 Corridor Planning District, Mountain Creek Township, and further identified by Parcel Identification Number 3696-07-58-0239.

PLAN CONSISTENCY STATEMENT:

Pursuant to NCGS 153A-341, the Catawba County Board of Commissioners finds the request to be consistent with Map titled "Future Land Use and Economic Development" of the Highway 150 Corridor Plan depicting the property as being located in an area recommended for mixed use, commercial, and/or multi-family development. The Catawba County Board of Commissioners finds the rezoning request to be consistent with the corridor plan and reasonable for rezoning based upon:

- 1) Submittal of a revised conceptual plan addressing visibility/setbacks from NC Highway 150;
- 2) The property's proximity to other commercially zoned properties located east and west on NC Highway 150; and
- 3) The request being consistent with the accepted Highway 150 Corridor Plan, future land use recommendations.

This, the 19th day of January 2016.

C. Randall Isenhower, Chair

APPOINTMENTS

BARBARA BEATTY (Due) Nursing and Rest Home Advisory Board

Vice-Chair Beatty recommends the appointment of Henry Helton for a first term on the Nursing and Rest Home Advisory Board. This term will expire January 18, 2017.

MEMORANDUM

TO: CATAWBA COUNTY BOARD OF COMMISSIONERS

FROM: Lori Mathes, Tax Collector

DATE: January 19, 2015

IN RE: Two Refund Requests – Carolina West Wireless and CIT Finance LLC

REQUEST

Two refund requests totaling \$12,787.55 have been made to the Tax Office. The records have been checked and these refunds verified; therefore, the Tax Collector is asking for approval of the refund requests.

BACKGROUND

According to General Statute 105-381, a Taxpayer who has paid his taxes may request a refund (in writing) for the amount that was paid through error. The attached sheet gives the information for the Taxpayers' requests.

RECOMMENDATION

The refund requests are approved as shown on the attached sheet.

REFUND REQUEST – December 2015

**Carolina West Wireless
P.O. Box 959
Wilkesboro, N.C. 28697-0959**

Location: 1307 Curtis Bridge Road

Abstract #'s 2395424 / 3019763

YEAR	VALUE	COUNTY RATE	TAX	HICKORY RATE	TAX	TOTAL
2015	1,997,990	.575	11,488.44	.5665	11,318.61	22,807.05
2015	904,714	.575	(5,202.11)	.5665	(5,125.20)	-(10,327.31)
		Refund Total	6,286.33		6,193.41	12,479.74

CWW – Hickory LLC (abstract # 2395424-2015-2015) filed property tax listing via paper form with our office in Catawba County which created a bill in the amount of \$22,807.05 which they paid. Then they determined that they were required to list with the state as a public service entity (Carolina West Wireless Inc.) which they did thus creating a double listing. The abstract #3019763-2015-2015 is currently due in the amount of \$10,327.31. We will be reapplying the initial payment of \$22,807.05 to this bill and refunding the difference of \$12,479.74 to Carolina West Wireless Inc.

This is in the City of Hickory

**CIT Finance LLC
P.O. Box 460709
Houston, Texas 77056**

Location: 2555 Tate Boulevard

Abstract # 2955589

YEAR	VALUE	COUNTY RATE	TAX	HICKORY RATE	TAX	TOTAL
2015	26,966	.575	155.05	.5665	152.76	307.81
		Refund Total	155.05		152.76	307.81

CIT Finance LLC is requesting a refund for an asset listed in error. This asset was shipped to Mexico prior to January 1, 2015 and should not have been reported on their 2015 business personal property listing for 2015.

This is in the City of Hickory

MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Ray Abernathy, General Manager, Catawba County Alcoholic Beverage Control Board

DATE: January 19, 2016

IN RE: Travel Policy for Alcoholic Beverage Control Board

REQUEST

The Catawba County Alcoholic Beverage Control (ABC) Board requests the Board of Commissioners approve the ABC Board's Travel Policy. This policy has not been changed since its approval by the Board of Commissioners on February 16, 2010.

BACKGROUND

The North Carolina Alcoholic Beverage Control Commission requires that the Catawba County ABC Board provide proof that its appointing authority has approved its travel policy on a yearly basis. This travel policy very closely mirrors that of the County's. A copy of the travel policy is attached.

RECOMMENDATION

Staff recommends the Board of Commissioners approve the ABC Board's Travel Policy as presented.

Catawba County Alcoholic Beverage Control Board

ABC POLICY AND PROCEDURE MANUAL

TRAVEL POLICY FOR EMPLOYEES AND BOARD MEMBERS

Purpose.

(a) The intent of this article is to make uniform provision for payment or reimbursement of necessary expenses of Catawba County ABC Board employees and board members who are required to travel within or without the county boundaries in the performance of their duties and in the interest of board affairs.

(b) It is the board's intent to allow adequate, comfortable accommodations for employees or board members who are required to travel on ABC board business. It is expected that employees or board members will use discretion and good judgment in spending ABC board funds. Use of first class sections of airplanes is prohibited unless prior approval by the general manager is obtained. Resort hotels, luxury restaurants, and items of like nature are usually considered to be in excess of normal business needs and are not acceptable under this article. Employees and board members will be responsible for unauthorized costs and any additional expenses incurred for personal preference or convenience. Each employee is expected to be familiar with and abide by this policy, and willful violations may result in disciplinary action, including possible dismissal.

Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Authorizing party means the individual authorized by the general manager or the board chair to approve or disapprove travel requests and travel reimbursement requests.

Mileage allowance means the amount to be reimbursed to an employee for use of a privately owned vehicle, which is based on actual miles driven. The amount reimbursed per mile will be reviewed each time a per-mile rate increase is authorized by the Internal Revenue Service. The general manager or board chair may approve estimated mileage when odometer readings are not available.

Necessary expense means all reasonable charges incurred by an employee or board member caused by travel in the interest of the board, including transportation, lodging, meals, and related incidental expenses. It does not include fines, illegal expenses, laundry charges, or similar personal expense.

Requesting party means the employee or board member who will be reimbursed for travel costs incurred while conducting board business.

Subsistence means costs incurred during travel for lodging and meals, including tips.

Transportation means costs incurred for travel by automobile, taxi, rental car, bus, train or plane. It includes tolls, parking fees, and tips for the handling of baggage.

Travel means going from the normal job location to conduct board business in another location and returning to the workplace.

Catawba County Alcoholic Beverage Control Board

ABC POLICY AND PROCEDURE MANUAL

TRAVEL POLICY, continued

Travel expense form means a form provided for the traveler to fill out upon the completion of a specific trip, within ten days after the travel period ends, for which the reimbursement is being requested. It should list all mileage, private or public transportation, lodging, meals and other expenses which are reimbursable. Receipts for lodging, commercial travel, meals and other expenses are required.

Cross references: Definitions generally

Guidelines.

The following guidelines shall be used for the purposes of this article:

(1) ***Travel authorization and types of travel.*** Guidelines for travel authorization and types of travel are as follows:

a. ***Responsibility.*** The general manager is responsible for the administration of this article, except for travel or expenses not covered by this policy. The approving authority for this exception is the board chair.

b. ***Authorization.*** Authorization of travel requests will be based upon need and cost/benefit of travel as determined by the authorizing party.

c. ***Special local travel.*** Employees who, in the interest of the board and with general manager approval, travel to conferences and meetings within the county may be reimbursed for the following:

1. Transportation cost.
2. Meals, subject to suggested maximum reimbursement rates that are a part of the travel meetings.
3. Necessary incidental expenses.

d. ***Travel outside county.*** Approved travel expenses outside the county for board purposes in the best interest of the board, for training, conferences, professional meetings, work assignments, and the like, may be reimbursed, to the limits of the policy, for the following:

1. Transportation cost.
2. Meals, subject to suggested maximum reimbursement rates.
3. Lodging.
4. Necessary incidental costs.

e. ***Extraordinary travel or cost.*** For travel not covered by this article or where the actual necessary cost exceeds the maximum reimbursement allowed and the travel is in the best interest of the board, the general manager may approve the reimbursement of actual cost beyond the maximum stated in this article. Prior approval must be obtained and, if granted, documented and attached to the actual travel receipt. These cases should be rare.

f. ***Travel advances.*** Travel advances are not allowed.

Catawba County Alcoholic Beverage Control Board

ABC POLICY AND PROCEDURE MANUAL

TRAVEL POLICY, continued

(2) **Procedure, arrangements, accommodations, and vehicle allowance.** The procedure, arrangements, accommodations, and vehicle allowance shall be in accordance with the following:

- a. All arrangements for travel must be approved by the authorizing party. The requesting party is encouraged to reserve transportation and lodging in advance, when possible.
- b. The requesting party is encouraged to travel with other employees and board members when possible. The requesting party will be reimbursed for actual costs incurred only, subject to the suggested guidelines established.

Transportation.

(a) **Reimbursement costs.** All necessary transportation used pursuant to this article will be obtained at the most economical rate available. Reimbursements will be made for actual costs that are incurred and receipt supported. The cost of travel from the point of departure (normal job location or the personal residence) to the trip's end (normal job location or the personal residence) is a reimbursable cost. This includes the cost of taxi service and parking fees.

(b) **Vehicles.** Use of vehicles shall be in accordance with the following:

(1) **Personal automobile.** A requesting party may use his personal automobile for travel and be reimbursed at the approved rate.

(2) **Board vehicles.** Board automobiles may be used for any authorized travel. The requesting party must obey all laws of the jurisdiction in which the automobile will be used for the purpose of conducting board business only. A minimal amount of personal use is allowed, such as driving the automobile to and from lunch or dinner. Spouses and children of employees may accompany them in board-owned vehicles if space is available and the trip is strictly for official board business.

(3) **Rental vehicles.** A rental vehicle will be used when it is determined that no other mode of transportation is as economical or practical. A rental automobile should be used for business purposes only. A minimal amount of personal use, such as driving to and from dinner, will be permitted. Use of a rental automobile must be approved in advance.

(c) **Local transportation.** Local transportation costs incurred while on out-of-town business will be reimbursed. The most economical and reasonable form of transportation will be used. Receipts will be obtained, when possible, and submitted with travel reimbursement requests.

Subsistence.

(a) **Lodging.** Subject to the restrictions noted in subsection (c) of this section, lodging costs for employees under this article will be reimbursed at the actual amount incurred. Receipts for lodging costs must be submitted with the travel voucher. The lodging rate is limited to the lowest available single-room rate when an employee is traveling with his spouse and children.

Catawba County Alcoholic Beverage Control Board
ABC POLICY AND PROCEDURE MANUAL

TRAVEL POLICY, continued

(b) **Meals.** Meals shall be reimbursed as follows:

(1) Subject to the restrictions noted in subsection (c) of this section, three meals will be reimbursed at actual cost.

(2) Meals served as part of a convention or conference will be reimbursed at actual cost. Documentation of actual cost must be attached to the travel voucher when requesting reimbursement.

(c) **Lodging and meals.** Lodging and meals shall be reimbursed as follows:

(1) Guidelines for reimbursement rates for a 24-hour period for travel within this state are as follows:

a. Breakfast: \$7.00.

b. Lunch: \$10.00.

c. Dinner: \$18.00.

d. Reserved.

e. Lodging: conference rates.

(2) Tips and taxes are considered to be included in the meal rates in subsection (c)(1).

(3) Employees must obtain actual meal receipts in order to be reimbursed. If there is no receipt, no reimbursement will be paid. The reimbursement rates for travel may be waived by the authorizing party, when actual meal costs for the locations involved exceed the suggested maximums.

(4) The lodging will be reimbursed at the conference rates.

(d) **Other costs.** Other costs shall be reimbursed as follows:

(1) Long distance personal telephone calls are not reimbursable. Phone calls for official board business are reimbursable expenses.

(2) Receipt-supported registration fees for a conference or convention will be reimbursed.

(3) Movies, including pay TV movies, theater tickets, tours, and all other forms of entertainment, are not reimbursable.

(4) Alcoholic beverages are not reimbursable.

Reimbursement procedures.

(a) **Submitting expense reports.** Expense reports for travel conducted pursuant to this article shall be submitted in accordance with the following:

(1) A requesting party will complete a travel voucher and attach receipts for expenses as required and submit it to the authorizing party no later than ten working days after returning from travel.

(2) A requesting party submitting a falsified travel voucher will be subject to disciplinary action. The authorizing party or finance director who approves a travel voucher which he knows to be false will be subject to disciplinary action.

(b) **Approval and processing of reimbursement requests.** The procedure for approval and processing of reimbursement requests is as follows:

Catawba County Alcoholic Beverage Control Board
ABC POLICY AND PROCEDURE MANUAL

TRAVEL POLICY, continued

(1) A travel voucher will be submitted to the authorizing party for approval. After the approval by the authorizing party, the travel voucher should be forwarded to the finance department.

(2) The finance department will determine that the travel voucher has been properly approved, that it is mathematically correct, and that requested reimbursements agree to submitted receipts and are within the limits set by this article. If an error in the reimbursement request is found, the requesting party will be informed and the error will be corrected before payment is made.

Revised February 16, 2010

MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Jacky Eubanks, Planning Director

DATE: January 19, 2016

IN RE: Map Review Officer Designation

REQUEST

Request is hereby made by the City of Hickory for the Board of Commissioners to amend the list of Map Review Officers by adoption of the attached resolution.

BACKGROUND

On July 17, 1997, the General Assembly ratified SB 875 - Maps and Plats Law. This law required all counties to appoint Review Officers who would review each plat or map before it is recorded and certify that it meets the statutory requirements for mapping. The law states that individuals have to be appointed by name, not by job title, so that any time a change occurs in staffing, a new Review Officer has to be appointed and approved by resolution of the Board of Commissioners and subsequently recorded in the Register of Deed's Office.

The City of Hickory has requested that Ross Zelenske be added to their list of approved Map Review Officers.

With approval of the attached resolution incorporating the change noted above, the active list of Review Officers will be:

Catawba County: Jacky M. Eubanks, Susan Ballbach, Chris Timberlake and Lashana Marshburn

City of Hickory: Brian Frazier, Cal Overby, John Furmage, David Leonetti, Shamaury Myrick and Ross Zelenske

City of Newton: Alex S. Fulbright

City of Conover: Q. Lance Hight, and Cara C. (Chris) Reed

City of Claremont: Laurie Locicero and Elinor Hiltz

Town of Long View: David Epley, and Charles T. Mullis

Town of Maiden: Travis Ramsey

Town of Catawba: Elinor Hiltz

Town of Brookford: Marshall Eckard

RECOMMENDATION

Staff recommends the Board of Commissioners adopt the attached resolution which amends the Map Review Officers for the City of Hickory.

RESOLUTION #2016-_____
APPOINTMENT OF MAP REVIEW OFFICERS

WHEREAS, S.L. 1997-309 (SB875) made a number of significant changes in the procedures for recording maps and plats; and

WHEREAS, the main purpose of the law was to transfer the responsibility for reviewing plats to determine whether they meet recording requirements from the Register of Deeds to a Review Officer; and

WHEREAS, G.S. 47-30.2 requires the Board of County Commissioners in each County, by resolution, to appoint a person or persons to serve as Review Officer to review each plat or map before it is recorded and certify that it meets the statutory requirements for recording; and

WHEREAS, it is the desire of the Catawba County Board of Commissioners to insure an expeditious review of all maps and plats as required by G.S. 47-30.2 before they are presented to the Register of Deeds for recording.

WHEREAS, the Catawba County Board of Commissioners on September 8, 2015 adopted Resolution #2015-14 which included names of individuals who were appointed as Review Officers for representative jurisdictions in Catawba County; and

WHEREAS, said Resolution was recorded in the Office of the Register of Deeds in Book 3307 Pages 0756-0758; and

WHEREAS, staffing changes have occurred in the City of Hickory, which necessitate an amendment to the approved list of Map Review Officers.

NOW THEREFORE, BE IT RESOLVED, that Ross Zelenske is hereby appointed to perform the responsibilities as required for Map Review Officer for the City of Hickory as indicated in accordance with the appropriate General Statutes; and

With the above change, the comprehensive list of Map Review Officers is as follows:

Catawba County: Jacky M. Eubanks, Susan Ballbach, Chris Timberlake and Lashana Marshburn
City of Hickory: Brian Frazier, Cal Overby, John Furmage, David Leonetti, Shamaury Myrick and Ross Zelenske
City of Newton: Alex S. Fulbright
City of Conover: Q. Lance Hight, and Cara C. (Chris) Reed
City of Claremont: Laurie Locicero and Elinor Hiltz
Town of Long View: David Epley, and Charles T. Mullis
Town of Maiden: Travis Ramsey
Town of Catawba: Elinor Hiltz
Town of Brookford: Marshall Eckard

AND BE IT FURTHER RESOLVED that a copy of this Resolution designating the Review Officer be recorded in the Catawba County Register of Deed's Office and indexed in the names of the Review Officers.

Adopted this the _____ day of _____, 20_____.

Attested

Catawba County Board of Commissioners

Barbara Morris, County Clerk

C. Randall Isenhower, Chair

MEMORANDUM

TO: Catawba County Board of Commissioners
FROM: Policy and Public Works Subcommittee
DATE: January 19, 2016
SUBJECT: Sewer Easement Agreement with City of Hickory

Request

The Policy and Public Works Subcommittee recommends the Board of Commissioners approve an easement between the County and the City of Hickory on property located at 810 Fairgrove Church Rd. SE, PIN 372215623515.

Background

The City of Hickory is planning to run a force main sewer which necessitates an approximate 15' expansion of an existing easement located on County property. The attached map shows the location. The existing sewer is outdated and a new sewer line is needed to improve service. County staff reviewed the location and determined there will not be any impact on possible future expansion at the site given the terrain and proximity to a stream. For engineering reasons, a tap is not possible at this location, however, Hickory has agreed to provide the County with "One free 6-inch sanitary sewer service connection for use at any location in the City's Collection System."

Recommendation

The Policy and Public Works Subcommittee recommends the Board of Commissioners approve an easement between the County and the City of Hickory on property located at 810 Fairgrove Church Rd. SE, PIN 372215623515 and authorize Chair Isenhower to execute any necessary paperwork.



City of Hickory
Post Office Box 398
Hickory, NC 28603
Phone: (828) 323-7427
Fax: (828) 322-1405
Email: spennell@hickorync.gov

Public Utilities

December 17, 2015

Ms. Debra Bechtel
County of Catawba

Re: Sanitary Sewer Easement Agreement 810 Fairgrove Church RD SE Hickory, NC, PIN
Number 372215623515

Dear Ms. Bechtel;

The purpose of this correspondence is to confirm in writing the agreement we have made for the above listed property, 810 Fairgrove Church Road, Hickory, NC. In exchange for the sanitary sewer easement depicted on the map prepared Jonathan C. Witherspoon, PLS dated August 30, 2015, the City of Hickory agrees to the following settlement as payment in full:

1. One free 6-inch sanitary sewer service connection for use at any location in the City's Collection System.

Should you have any questions, please do not hesitate to contact me at 828-323-7427.

Sincerely,

M. Shawn Pennell
Utilities Environmental Manager



1in=600ft

Parcel: 372215623515, 810 FAIRGROVE CHURCH RD SE CONOVER, 28613

Owners: CATAWBA COUNTY,

Owner Address: 810 FAIRGROVE CHURCH RD SE

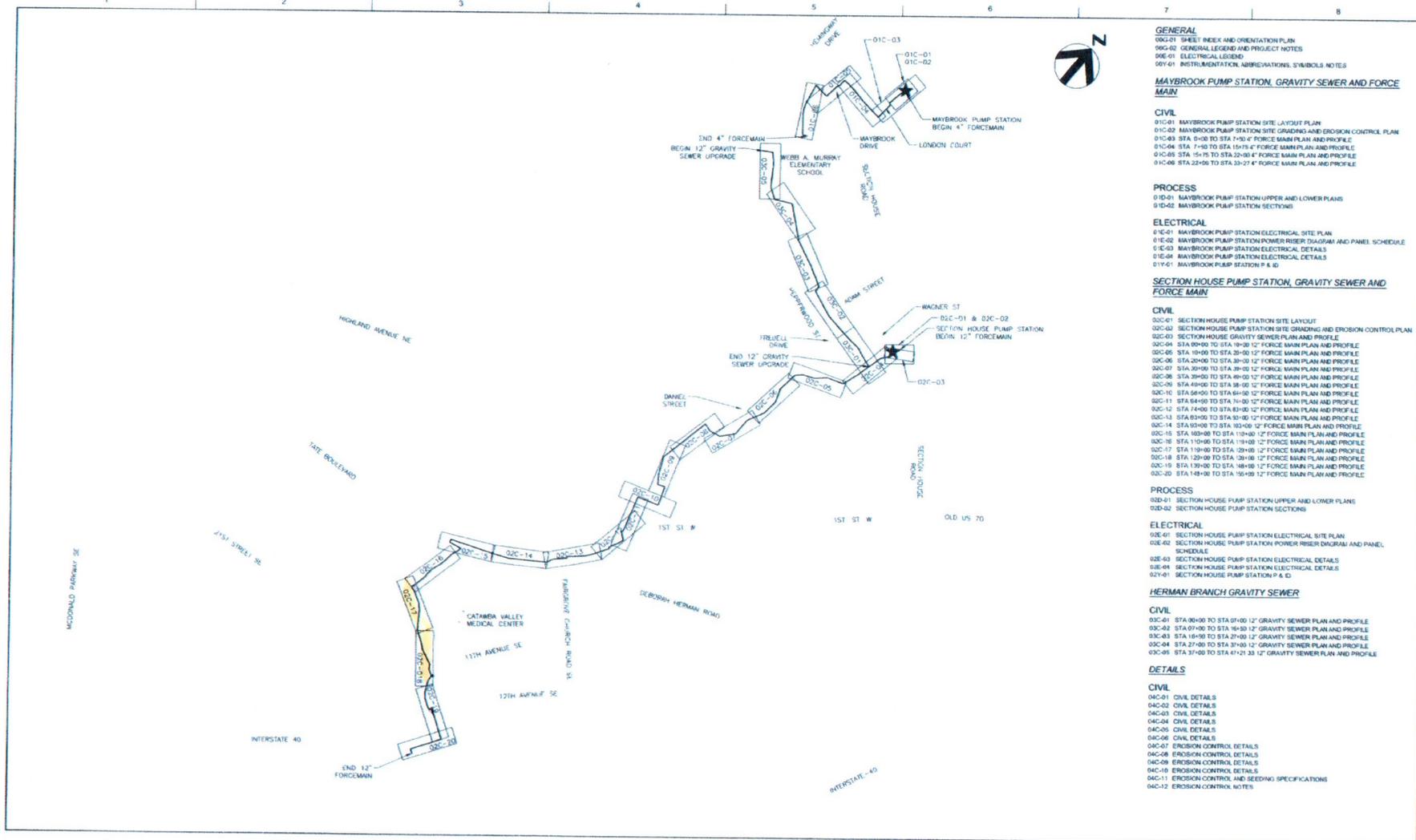
Values - Building(s): \$53,247,800, Land: \$5,800,700, Total: \$59,048,500

This map/report product was prepared from the Catawba County, NC Geospatial Information Services. Catawba County has made substantial efforts to ensure the accuracy of location and labeling information contained on this map or data on this report. Catawba County promotes and recommends the independent verification of any data contained on this map/report product by the user. The County of Catawba, its employees, agents, and personnel, disclaim, and shall not be held liable for any and all damages, loss or liability, whether direct, indirect or consequential which arises or may arise from this map/report product or the use thereof by any person or entity.

Copyright 2014 Catawba County NC

12/08/2015

DEBORA BECHTAL 465-8319
 CATHERINE BURNS



- GENERAL**
- 00G-01 SHEET INDEX AND ORIENTATION PLAN
 - 00G-02 GENERAL LEGEND AND PROJECT NOTES
 - 00E-01 ELECTRICAL LEGEND
 - 00V-01 INSTRUMENTATION, ABBREVIATIONS, SYMBOLS NOTES
- MAYBROOK PUMP STATION, GRAVITY SEWER AND FORCE MAIN**
- CIVIL**
- 01C-01 MAYBROOK PUMP STATION SITE LAYOUT PLAN
 - 01C-02 MAYBROOK PUMP STATION SITE GRADING AND EROSION CONTROL PLAN
 - 01C-03 STA 1+00 TO STA 7+50 4" FORCE MAIN PLAN AND PROFILE
 - 01C-04 STA 7+50 TO STA 10+75 4" FORCE MAIN PLAN AND PROFILE
 - 01C-05 STA 10+75 TO STA 22+00 4" FORCE MAIN PLAN AND PROFILE
 - 01C-06 STA 22+00 TO STA 23+27 4" FORCE MAIN PLAN AND PROFILE
- PROCESS**
- 01D-01 MAYBROOK PUMP STATION UPPER AND LOWER PLANS
 - 01D-02 MAYBROOK PUMP STATION SECTIONS
- ELECTRICAL**
- 01E-01 MAYBROOK PUMP STATION ELECTRICAL SITE PLAN
 - 01E-02 MAYBROOK PUMP STATION POWER RISER DIAGRAM AND PANEL SCHEDULE
 - 01E-03 MAYBROOK PUMP STATION ELECTRICAL DETAILS
 - 01E-04 MAYBROOK PUMP STATION ELECTRICAL DETAILS
 - 01V-01 MAYBROOK PUMP STATION P & ID
- SECTION HOUSE PUMP STATION, GRAVITY SEWER AND FORCE MAIN**
- CIVIL**
- 02C-01 SECTION HOUSE PUMP STATION SITE LAYOUT
 - 02C-02 SECTION HOUSE PUMP STATION SITE GRADING AND EROSION CONTROL PLAN
 - 02C-03 SECTION HOUSE GRAVITY SEWER PLAN AND PROFILE
 - 02C-04 STA 10+00 TO STA 19+00 12" FORCE MAIN PLAN AND PROFILE
 - 02C-05 STA 19+00 TO STA 20+00 12" FORCE MAIN PLAN AND PROFILE
 - 02C-06 STA 20+00 TO STA 30+00 12" FORCE MAIN PLAN AND PROFILE
 - 02C-07 STA 30+00 TO STA 39+00 12" FORCE MAIN PLAN AND PROFILE
 - 02C-08 STA 39+00 TO STA 40+00 12" FORCE MAIN PLAN AND PROFILE
 - 02C-09 STA 40+00 TO STA 58+00 12" FORCE MAIN PLAN AND PROFILE
 - 02C-10 STA 58+00 TO STA 69+00 12" FORCE MAIN PLAN AND PROFILE
 - 02C-11 STA 69+00 TO STA 70+00 12" FORCE MAIN PLAN AND PROFILE
 - 02C-12 STA 74+00 TO STA 83+00 12" FORCE MAIN PLAN AND PROFILE
 - 02C-13 STA 83+00 TO STA 85+00 12" FORCE MAIN PLAN AND PROFILE
 - 02C-14 STA 85+00 TO STA 103+00 12" FORCE MAIN PLAN AND PROFILE
 - 02C-15 STA 103+00 TO STA 119+00 12" FORCE MAIN PLAN AND PROFILE
 - 02C-16 STA 119+00 TO STA 119+00 12" FORCE MAIN PLAN AND PROFILE
 - 02C-17 STA 119+00 TO STA 129+00 12" FORCE MAIN PLAN AND PROFILE
 - 02C-18 STA 129+00 TO STA 138+00 12" FORCE MAIN PLAN AND PROFILE
 - 02C-19 STA 138+00 TO STA 148+00 12" FORCE MAIN PLAN AND PROFILE
 - 02C-20 STA 148+00 TO STA 156+00 12" FORCE MAIN PLAN AND PROFILE
- PROCESS**
- 02D-01 SECTION HOUSE PUMP STATION UPPER AND LOWER PLANS
 - 02D-02 SECTION HOUSE PUMP STATION SECTIONS
- ELECTRICAL**
- 02E-01 SECTION HOUSE PUMP STATION ELECTRICAL SITE PLAN
 - 02E-02 SECTION HOUSE PUMP STATION POWER RISER DIAGRAM AND PANEL SCHEDULE
 - 02E-03 SECTION HOUSE PUMP STATION ELECTRICAL DETAILS
 - 02E-04 SECTION HOUSE PUMP STATION ELECTRICAL DETAILS
 - 02V-01 SECTION HOUSE PUMP STATION P & ID
- HERMAN BRANCH GRAVITY SEWER**
- CIVIL**
- 03C-01 STA 0+00 TO STA 0+00 12" GRAVITY SEWER PLAN AND PROFILE
 - 03C-02 STA 0+00 TO STA 16+30 12" GRAVITY SEWER PLAN AND PROFILE
 - 03C-03 STA 16+30 TO STA 27+00 12" GRAVITY SEWER PLAN AND PROFILE
 - 03C-04 STA 27+00 TO STA 37+00 12" GRAVITY SEWER PLAN AND PROFILE
 - 03C-05 STA 37+00 TO STA 47+23 12" GRAVITY SEWER PLAN AND PROFILE
- DETAILS**
- CIVIL**
- 04C-01 CIVIL DETAILS
 - 04C-02 CIVIL DETAILS
 - 04C-03 CIVIL DETAILS
 - 04C-04 CIVIL DETAILS
 - 04C-05 CIVIL DETAILS
 - 04C-06 CIVIL DETAILS
 - 04C-07 EROSION CONTROL DETAILS
 - 04C-08 EROSION CONTROL DETAILS
 - 04C-09 EROSION CONTROL DETAILS
 - 04C-10 EROSION CONTROL DETAILS
 - 04C-11 EROSION CONTROL AND SEEDING SPECIFICATIONS
 - 04C-12 EROSION CONTROL NOTES



HEW Engineering, Inc.
 49 the Carolines
 NCEPLS License No. P-0116
 442 S. Church St., Suite 1000
 Charlotte, NC 28202-3076
 704.336.6700

ISSUE	DATE	DESCRIPTION
0	01/2015	FINAL DESIGN - NOT ISSUED FOR CONSTRUCTION

PROJECT MANAGER	M. SHULTZ, PE
DESIGN ENGINEER	M. SHULTZ, PE
DESIGN ENGINEER	Q.C.
DRAWN BY	M. LITTLE, PE
PROJECT NUMBER	000231-228631-014



**SHEET INDEX
 ORIENTATION PLAN**



FILENAME: 00G-01.dwg
 SCALE: NOT TO SCALE
 SHEET: 00G-01

DRAWN BY: Arnita M. Dula, Deputy City Attorney, City of Hickory
P.O. Box 398, Hickory, NC 28603

STATE OF NORTH CAROLINA

**DEED OF EASEMENT
(Sewer)**

COUNTY OF CATAWBA

THIS DEED OF EASEMENT, made this ____ day of _____, 2016, by and between **CATAWBA COUNTY**, having a mailing address of **Post Office Box 389, Newton, North Carolina 35658**, (hereinafter referred to as "Grantor", whether singular or plural), and the **City of Hickory**, a North Carolina Municipal Corporation duly organized and existing under the laws of the State of North Carolina, having a mailing address of **Post Office Box 398, Hickory, North Carolina 28603**, and being situated in Catawba County, (hereinafter referred to as "Grantee");

THAT WHEREAS, said Grantor owns a certain tract of land located in Hickory Township, Catawba County, State of North Carolina, the same being the land conveyed to them pursuant to deed recorded in Book 2350 at Page 0100 in the Office of the Register of Deeds of Catawba County, State of North Carolina; which deed is hereby referred to for greater certainty of description; and

WHEREAS, the City Council of the City of Hickory has determined that it is in the public interest to install, construct and maintain a sanitary sewer to serve the public throughout the City of Hickory.

**CATAWBA COUNTY TO CITY OF HICKORY
DEED OF EASEMENT**

NOW, THEREFORE, said Grantor, for and in consideration of the sum of **TEN AND NO/100 DOLLARS (\$10.00)** and other valuable consideration paid to the Grantor by Grantee, the receipt of which is hereby acknowledged, does hereby grant, bargain, sell and convey unto the said Grantee, its successors and assigns, a perpetual right and easement to install, construct and maintain a sanitary sewer, together with the attendant customary uses, including drainage and utilities, over, under, through, across, along and upon all that certain lot, tract, or parcel of land of the Grantor situated in Hickory Township, Catawba County, North Carolina, and more particularly described as follows, to-wit:

Being all of that area as shown on the attached Exhibit "A" entitled "Easement Acquisition from Catawba County to City of Hickory", Prepared by Jonathan C. Witherspoon, Professional Land Surveyor L-3923, dated July 30, 2015 to which reference is hereby made for greater certainty of description. And being a portion of that certain property described in Deed Book 2350 at Page 0100 of the Catawba County Registry. The subject property's North Carolina Parcel Identification Number is 3722-15-62-3515.

TO HAVE AND TO HOLD the said grant of right and easement unto it, the said Grantor, its successors and assigns forever.

The Grantor acknowledges that the City is acquiring this easement for the purpose of erecting, constructing and installing a sanitary sewer within the described easement, and specifically grants unto the Grantee the right to construct such structures or make the improvements on that grade according to such plans and specifications, as will, in the Grantee's opinion, best serve the public purpose. The Grantor further grants unto the Grantee or its agents the right to exceed this easement to cut and fill slopes, construct drainage structures and erosion control structures beyond the described easement. The payment of the purchase price for the easement conveyed shall be considered full compensation for the easement, and for any diminution in value that may result to the remaining property by virtue of proximity to the project, grade alignment, utility installation, or the alteration of drainage patterns and facilities.

The said grant shall include the right of ingress and egress over the easement on the land of the Grantor for the purpose of constructing, maintaining, repairing and enlarging said sewer line or removing any obstruction interfering with the enjoyment of this line and, in general, any rights and privileges which may be necessary for the permanent maintenance of said sewer line; provided, however, that nothing herein contained shall directly or indirectly be construed as authorizing the City of Hickory or its successors or assigns to injure, damage or remove any structure upon said land, and the Grantor herein expressly retains for himself, his heirs and assigns, the right to construct and maintain any and all buildings he may desire upon the said premises, provided the sewer line is protected in the manner required by the City Engineer.

**CATAWBA COUNTY TO CITY OF HICKORY
DEED OF EASEMENT**

-- 2 --

The Grantor retains the right to use and cultivate said land along and upon said right-of-way.

Grantee shall use its best efforts to minimize the removal of grass, shrubbery, plants, or other vegetation occasioned by the Grantee in constructing, maintaining, or altering said sewer line.

Grantee agrees to plant grass seed on and/or mulch the area disturbed during the sewer line construction process or after any maintenance or repair to the sewer line.

Should one or more of the Grantors be natural persons not joined by their respective spouses, it is conclusively presumed that the land conveyed is not the residence or business homestead of such Grantor. Should one or more of the Grantors be a legal entity other than a natural person, it shall be conclusively presumed that the person signing on behalf of that party has been duly and legally authorized to so sign and there shall be no necessity for a seal or attestation.

TO HAVE AND TO HOLD the same, together with all the rights and appurtenances belonging thereto, unto the City of Hickory, its successors and assigns forever, and Grantor is hereby bound, together with all heirs, executors, administrators, or successors, to warrant and forever defend the easement granted herein unto the City of Hickory, its successors and assigns, against every person lawfully claiming the easement or any part thereof.

IN TESTIMONY WHEREOF, the said Grantor has hereunto set his hand and seal the day and year first above written.

_____(SEAL)
Randy Isenhower, Chair
Catawba County Board of Commissioners

STATE OF NORTH CAROLINA
COUNTY OF _____

I, _____, a Notary Public of _____ County,
North Carolina, do hereby certify that _____, County
Manager of the Catawba County personally appeared before me this day and
acknowledged the execution of the foregoing instrument.

Witness my hand and seal this _____ day of _____, 2015.

Notary Public

(SEAL)

My Commission Expires: _____

**CATAWBA COUNTY TO CITY OF HICKORY
DEED OF EASEMENT**

ACCEPTANCE

Accepted by the Hickory City Council for and on behalf of the City of Hickory, North Carolina, this ____ day of _____, 2015.

**THE CITY OF HICKORY,
A North Carolina Municipal Corporation**

ATTEST:

(SEAL)

Mick W. Berry, City Manager

Debbie D. Miller, City Clerk

Approved as to form on behalf of the City of Hickory this ____ day of _____, 2015.

Arnita M. Dula, Deputy City Attorney

MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Finance and Personnel Subcommittee

DATE: January 19, 2016

SUBJECT: Transfer of funds from Longview Elementary project to a new Professional Development Lab Project

Request:

Hickory Public Schools requests the ability to transfer \$60,000 in funds remaining in the Longview Elementary School project to a new project to construct a Professional Development Lab.

Background:

Hickory Public Schools would like to construct a Professional Development Lab for teachers and staff in the media center of the old Longview Elementary School. This space would allow the District to bring in large groups (250 people) for training and meetings. The District used to have professional development space in the old Grandview Middle (Annex) but that building was torn down in order to build the new Longview Elementary School. With no space to accommodate large groups, trainings and meetings are currently performed in multiple small groups (40-50 people at a time) at individual schools or the district offices. If trainings are held in school media centers, student schedules generally have to be altered as a result.

The old Longview Elementary School building and grounds are still being used by the District's Facilities/Maintenance Department but the media center is vacant. The Administration sees the Professional Development Lab as the highest and best use of available funds and space. Below is a breakdown of the expected costs of the project:

Resource Prof. Dev. Room	\$60,000
Flooring w/ furniture move	\$12,969
Lights (1700)	\$4,115
Painting	\$10,042
Furniture	\$8,177
Technology	\$15,797
Sign	\$2,000
Ceiling Tiles	\$1,500
Paint material	\$400
Contingency	\$5,000

Recommendation:

The Finance and Personnel Subcommittee recommends the Board of Commissioners transfer \$60,000 from the Longview Elementary School project to a new project to construct a Professional Development Lab.

Transfer of Appropriation:

423-740100-865200-32106-2-01	Hickory– Longview Elementary School	(\$60,000)
423-740050-995420-30050-9-02	Transfer to Schools Capital Projects	\$60,000
420-750100-865200-32106-3-07	Longview Renovations	\$60,000
420-750100-695423	From Schools Construction	\$60,000



Hickory Public Schools

432 Fourth Avenue SW, Hickory, North Carolina 28602

Phone: (828) 322-2855 • Fax: (828) 322-1834 • www.hickoryschools.net

January 4, 2016

Robbie Adell, Ed.D., Superintendent

Mr. J. Thomas Lundy
P. O. Box 389
Newton, NC 28658

Dear Tom:

I am requesting that the Hickory Public Schools be allowed to use the estimated \$60,000 of the remaining fund balance of the Longview Elementary School project to support the construction of a Professional Development Lab at the "old" Longview Elementary School.

The lab would be used for teacher trainings and other professional development opportunities for all staff. Currently, staff development training is held at various schools within the district. However, if a group meets in the media center of a school, student schedules generally have to be altered for that day. The Professional Development Lab would provide a regular, consistent meeting space for teachers and district leaders that would have technology in place that would avoid the need to carry various equipment and materials from place to place.

Additionally, districts across the state are routinely asked to host regional and/or state meetings. With a capacity to serve approximately 250 people, the Lab could be used to hold training sessions on district and state initiatives that must be rolled out during the school year.

Finally, the old Longview Elementary School building and grounds are still be used by the Hickory Public Schools' Facilities/Maintenance Department but the Media Center is still vacant. It would be a good use of our available space creating a consistent learning space for teachers and staff.

Please let me know if you need any additional information. We appreciate your consideration of this request.

Sincerely,

Robbie Adell, Ed.D.
Superintendent

cc: Mr. Adam Steele
Mr. Adam Huckabee
Ms. Jennifer Mace

"Extending Excellence"

MEMORANDUM

TO: Catawba County Board of Commissioners
FROM: Finance and Personnel Subcommittee
DATE: January 19, 2016
SUBJECT: Newton-Conover City Schools—Additional Funding for Newton-Conover High School (NCHS) Football Bleacher Replacement

Requested:

Newton-Conover City Schools requests \$894,400 in additional funding for the NCHS Bleacher project, funded by decreasing the planned renovations project for Conover School.

Background:

The budget includes \$1.5 million to replace the football bleachers at NCHS. Bids have been received for the project and the lowest bid is \$760,000 higher than the budgeted amount before allowing for recommended contingency of 4% (\$90,000) or architect fees of \$50,000 already incurred. The bid comparisons and plans are included for review. The budget was based on Catawba County Schools experience replacing bleachers but that project was completed three years ago and construction prices have increased. Additional work required for ADA compliance, repair work to the track, a leaking drainage pipe, and retainage/erosion control underneath the bleachers have all contributed to the higher cost as well.

This year began a new four-year funding cycle for schools construction. The plan includes \$9.5 million for Newton-Conover City Schools. The school system requested that the \$900,000 needed for the bleacher project be taken from the \$4 million originally planned for Conover School renovations in Fiscal Year 2016/17 and that project be scaled back \$3.1 million. As discussed in Subcommittee, Newton-Conover City Schools will ask the boosters club to fund the seat backs rather than taking this \$5,600 expense from the project budget making the total needed from the Conover School project \$894,400.

Recommendation:

Finance and Personnel Subcommittee recommends the Board of Commissioners approve an additional \$894,400 for the NCHS Football Bleacher project, funded by a reduction in the future renovations project planned for Conover School.

Supplemental Appropriation:

423-740050-690450	Proceeds – Installment Purchase	\$894,400
423-740100-864200-33102-3-17	NCHS Bleachers	\$894,400



Newton-Conover City Schools
605 North Ashe Avenue—Newton, NC 28658
Phone 828/464-3191 www.nccs.k12.nc.us Fax 828/466-0063
Dr. David Stegall, Superintendent
Dr. Aron Gabriel, Assistant Superintendent



January 5, 2016

Mr. Tom Lundy
County Manager, Catawba
100-A South Boulevard West
Newton, NC 28650

Dear Mr. Lundy,

Newton-Conover City Schools (N-CCS) would like to respectfully request approval from the Catawba County Commissioners to transfer \$900,000 from the \$4,000,000 allotted for the Conover School Cafeteria project to the N-CHS Bleacher Project. Both of these construction projects have been previously approved by the Catawba County Commissioners. N-CCS is requesting this transfer as the cost for this project exceeds the \$1,500,000 provided by the Commissioners for this purpose by nearly \$896,000. This increase in the resources needed for the N-CHS Bleacher Project can be attributed to a few key factors: the extensive amount of renovation/reconstruction that has to be completed on the stadium restrooms to meet code requirements, ADA requirements that requires handicapped accessibility from both the press box level and the field level, repair work to be done to the track as part of it will be torn up in the demolition stage of the project, repair work/inspection of the stadium light posts, repair to a leaking drainage pipe that runs directly under the football field, cost for retainage/erosion control underneath the bleacher structure, and the increase in the cost of construction in the period of time since the bleacher projects at the Catawba County Schools Stadiums were completed. This transfer would allow the remaining \$3,100,000 to complete the Conover School Cafeteria Project and \$1,000,000 for the North Newton Elementary School Roofing Project.

As always, we appreciate the incredible and ongoing support the commissioners and yourself exhibit for schools all over Catawba County. Thank you for your kind assistance and advisement in this matter.

Respectfully Submitted,

David A. Stegall, Ed. D
Superintendent
Newton-Conover City Schools

ICARD ARCHITECTURE, PLLC

OFFICE: 828-464-1028
 MAILING ADDRESS
 POST OFFICE BOX 490
 CONOVER, N. C. 28613

FAX: 828-465-4562
 SHIPPING ADDRESS
 1114TH AVENUE S W
 CONOVER, N. C. 28613

ICARD@ICARDARCHITECTURE.COM

DECEMBER 18, 2015(REVISED DECEMBER 21, 2015)

PROJECT: A NEW BLEACHER PROJECT FOR:
 NEWTON-CONOVER HIGH SCHOOL

BID TABULATION:

CONTRACTOR	BASE BID	ADD ALT. #1	ADD ALT. #2	ADD ALT. #2A	ADD ALT. #3	ADD ALT. #3A	ADD ALT. #4	ADD ALT. #4A	ADD ALT. 5	ADD ALT.#6	PERFORMANCE AND PAYMENT BOND	MBE
MATTHEWS CONSTRUCTION Co,	1,290,000	5,600	392,000	33,000	189,000	18,800	212,000	46,000	44,000	21,400	8,400	YES
HICKORY CONSTRUCTION	1,456,000	5,550	379,838	36,633	184,892	21,705	210,437	44,659	48,239	13,790	10,900	YES

Add Alternate #1:
 Preferred Colored Seating With Backs,
 Add Alternate #1:
 Provide New Colored Aluminum Seating with Colored Backs as indicated on Drawing SW 5 and SW.9

Add Alternate #2.
 Provide for the Construction of a New Toilet Facility and all associated Civil, Structural, Plumbing, Mechanical, and Electrical work not including kitchen equipment, as indicated on Construction Documents.

Add Alternate #2A:
 Provide All Kitchen Equipment For New Toilet Facility/Concession Stand

Add Alternate #3
 Provide Renovation of Existing Home Side Toilet/Concession Stand and all associated Civil, Structural, Plumbing, Mechanical, and Electrical work not including kitchen equipment as indicated on Construction Documents.

Add Alternate #3A
 Provide All Kitchen Equipment For Renovation of Existing Home Side Toilet/Concession Stand

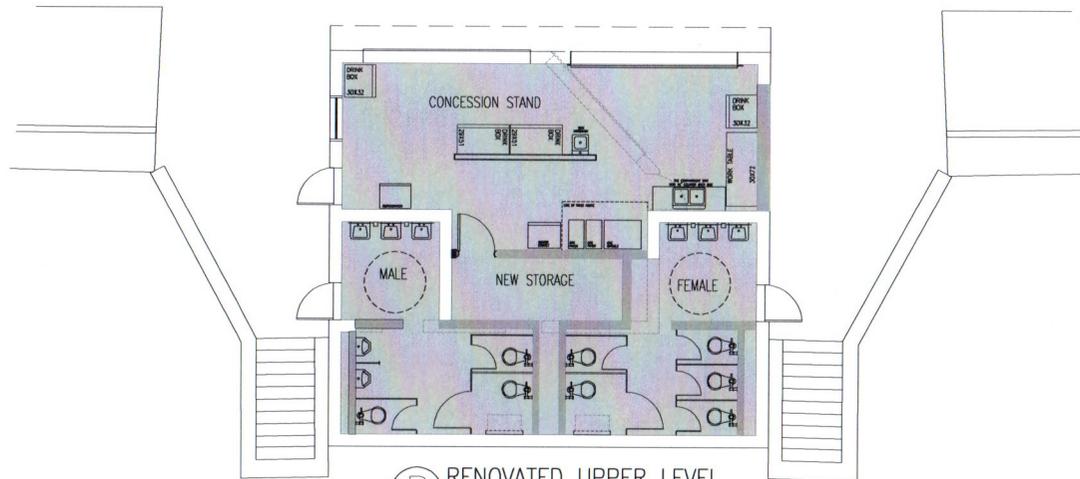
Add Alternate #4
 Provide Renovation of Existing Visitor Side Toilet all associated Civil, Structural, Plumbing, Mechanical, and Electrical work not including kitchen equipment as indicated on Construction Documents.

Add Alternate #4A:
 Provide Storage Room Addition to Existing

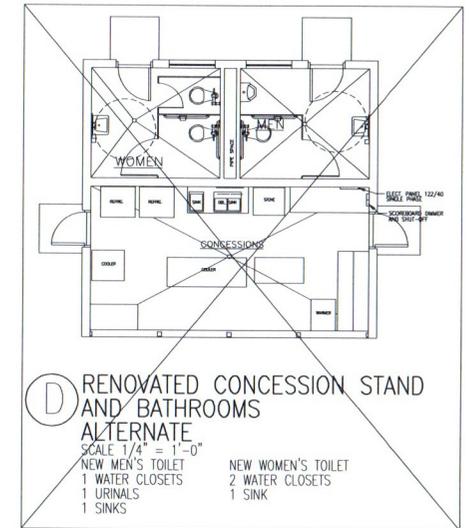
Add Alternate #5.
 Remove existing Scoreboard At Existing Concession/Toilet Building and Install at New Location as Indicated on Drawing SW.3

Add Alternate #6:
 Demo Existing Concession/Toilet Building as Indicated on Drawing SW.3and rework existing Scoreboard

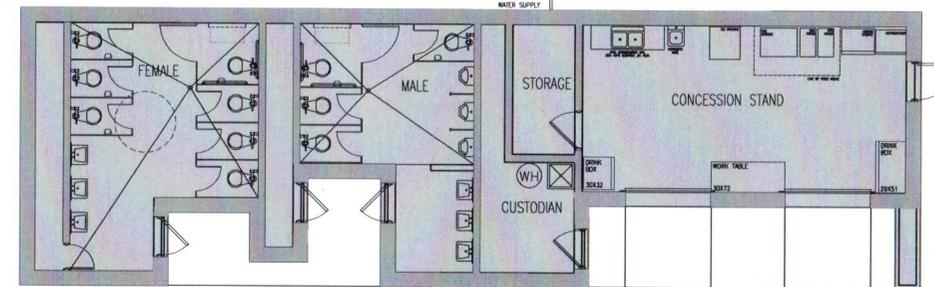
Commented [B1]:



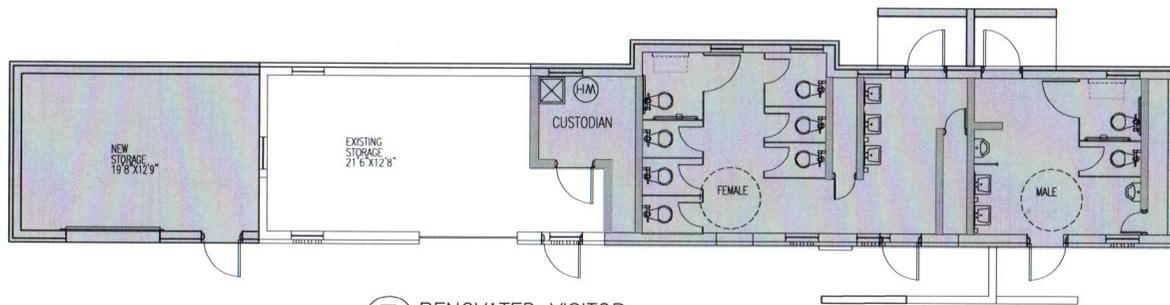
B RENOVATED UPPER LEVEL BATHROOMS ALTERNATE
 SCALE 1/4" = 1'-0"
 NEW MEN'S TOILET
 3 WATER CLOSETS
 3 URINALS
 3 SINKS
 1 DIAPER CHANGING STATION
 NEW WOMEN'S TOILET
 5 WATER CLOSETS
 3 SINKS
 1 DIAPER CHANGING STATION



D RENOVATED CONCESSION STAND AND BATHROOMS ALTERNATE
 SCALE 1/4" = 1'-0"
 NEW MEN'S TOILET
 1 WATER CLOSET
 1 URINAL
 1 SINK
 NEW WOMEN'S TOILET
 2 WATER CLOSETS
 1 SINK

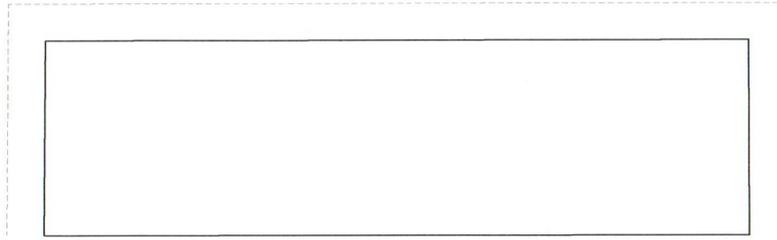


1 PROPOSED 1,055 S.F. NEW CONCESSION STAND/RESTROOM FACILITY-ALTERNATE
 SCALE 1/4" = 1'-0"
 NEW MEN'S TOILET
 4 WATER CLOSETS
 3 URINALS
 3 SINKS
 1 DIAPER CHANGING STATION
 NEW WOMEN'S TOILET
 7 WATER CLOSETS
 3 SINKS
 1 DIAPER CHANGING STATION

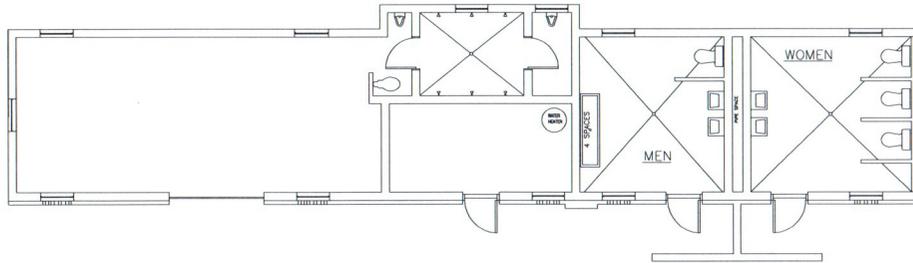


E RENOVATED VISITOR RESTROOM STORAGE ROOM ALTERNATE
 SCALE 1/4" = 1'-0"
 NEW MEN'S TOILET
 2 WATER CLOSETS
 3 URINALS
 2 SINKS
 1 DIAPER CHANGING STATION
 NEW WOMEN'S TOILET
 7 WATER CLOSETS
 3 SINKS
 1 DIAPER CHANGING STATION

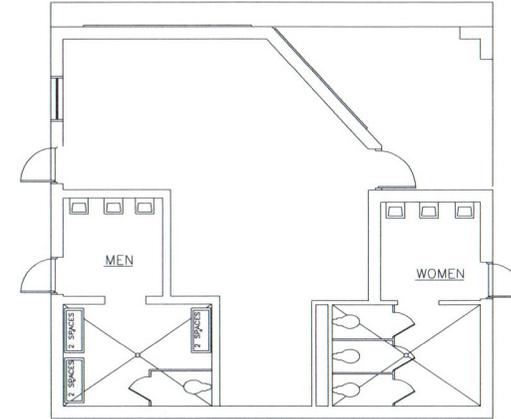
NEW TOILET COUNT	
EXISTING MEN'S TOILETS 3 WATER CLOSETS 13 URINALS 7 SINKS	EXISTING WOMEN'S TOILETS 9 WATER CLOSETS 7 SINKS
NEW MEN'S TOILETS 9 WATER CLOSETS 8 URINALS 8 SINKS	NEW WOMEN'S TOILETS 19 WATER CLOSETS 9 SINKS
INCREASE OF: 6 WATER CLOSETS -5 URINALS 1 SINKS	INCREASE OF: 10 WATER CLOSETS 2 SINKS



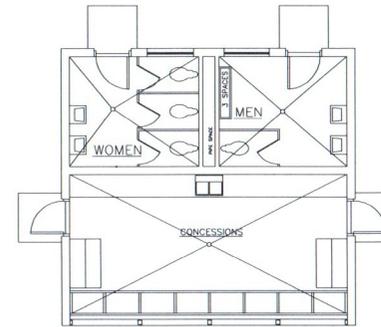
D EXISTING PRESS BOX
SCALE 1/4" = 1'-0"



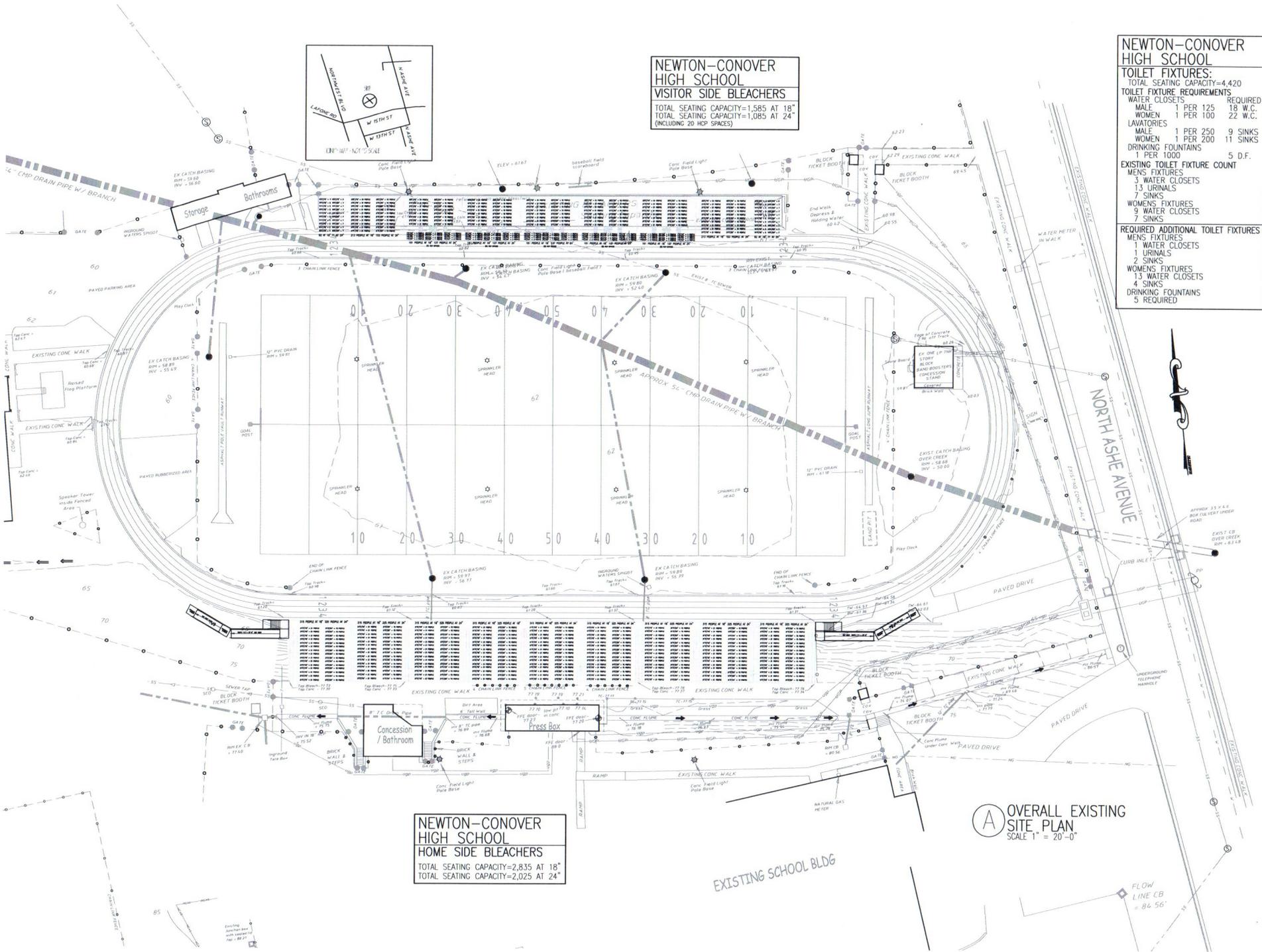
C EXISTING LOWER LEVEL BATHROOMS
SCALE 1/4" = 1'-0"



B EXISTING UPPER LEVEL BATHROOMS
SCALE 1/4" = 1'-0"



A EXISTING CONCESSION STAND AND BATHROOMS
SCALE 1/4" = 1'-0"



NEWTON-CONOVER HIGH SCHOOL VISITOR SIDE BLEACHERS
 TOTAL SEATING CAPACITY=1,585 AT 18"
 TOTAL SEATING CAPACITY=1,085 AT 24"
 (INCLUDING 20 HCP SPACES)

NEWTON-CONOVER HIGH SCHOOL HOME SIDE BLEACHERS
 TOTAL SEATING CAPACITY=2,835 AT 18"
 TOTAL SEATING CAPACITY=2,025 AT 24"

NEWTON-CONOVER HIGH SCHOOL TOILET FIXTURES:

TOTAL SEATING CAPACITY=4,420

TOILET FIXTURE REQUIREMENTS:

WATER CLOSETS	REQUIRED
MALE	1 PER 125 18 W.C.
FEMALE	1 PER 100 22 W.C.
LAVATORIES	1 PER 250 9 SINKS
MALE	1 PER 200 11 SINKS
FEMALE	1 PER 1000 5 D.F.

EXISTING TOILET FIXTURE COUNT

MENS FIXTURES	3 WATER CLOSETS
	13 URINALS
2 SINKS	
WOMENS FIXTURES	9 WATER CLOSETS
	7 SINKS

REQUIRED ADDITIONAL TOILET FIXTURES

MENS FIXTURES	1 WATER CLOSET
	1 URINAL
2 SINKS	
WOMENS FIXTURES	13 WATER CLOSETS
	4 SINKS
DRINKING FOUNTAINS	5 REQUIRED

ICARD ARCHITECTURE, PLLC
 400 S. W. 10TH AVE. SUITE 100
 MIAMI, FL 33135
 TEL: 305.441.4900
 FAX: 305.441.4901
 WWW.ICARDARCHITECTURE.COM

THESE DRAWINGS ARE THE PROPERTY OF ICARD ARCHITECTURE, PLLC. NO PART OF THESE DRAWINGS MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT PERMISSION IN WRITING FROM ICARD ARCHITECTURE, PLLC. OF NORTH CAROLINA. EXISTING.

PROJECT
NEWTON-CONOVER HIGH SCHOOL HOME SIDE FOOTBALL STADIUM BLEACHERS:
NEWTON-CONOVER HIGH SCHOOL
 NORTH CAROLINA
 NEWTON

SHEET
 SPECIAL STADIUM LAYOUT

PROJECT NO:
 2020-55

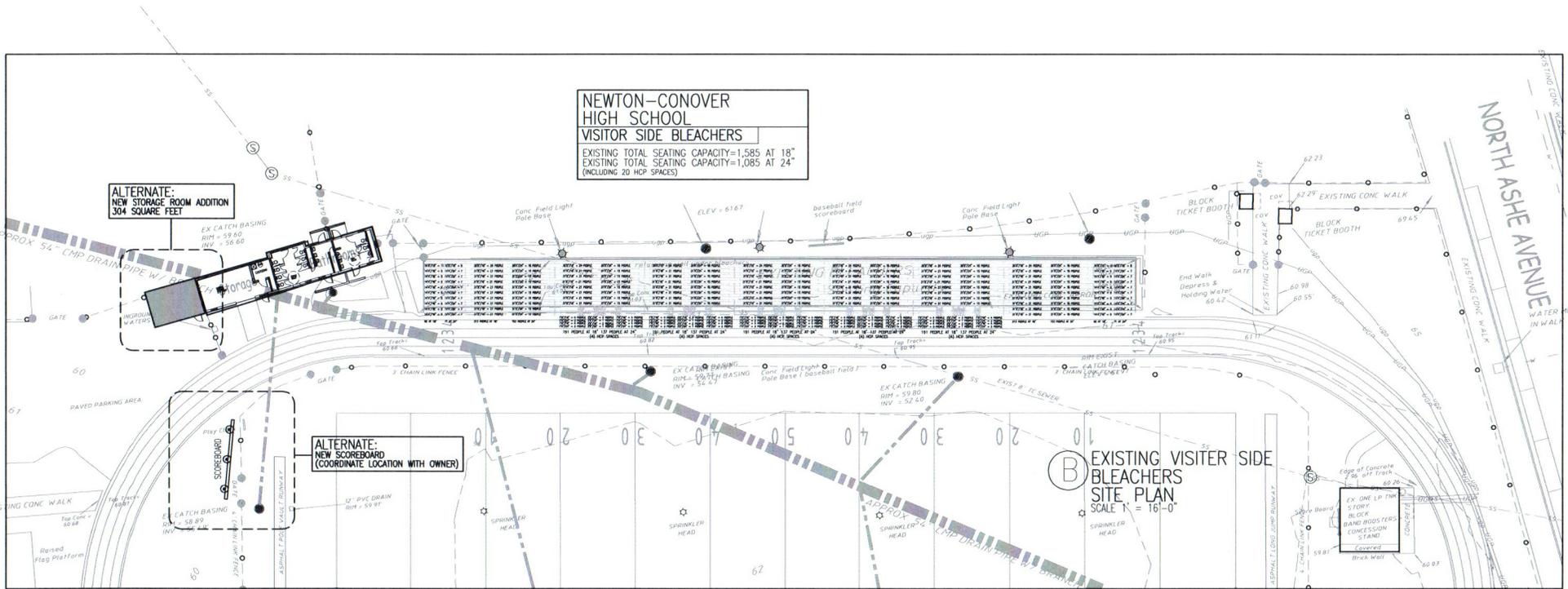
DATE:
 10-01-12

REVISIONS

SHEET NO
SW.1
 OF 5

OVERALL EXISTING SITE PLAN
 SCALE 1" = 20'-0"

FLOW LINE CB = 84.56'

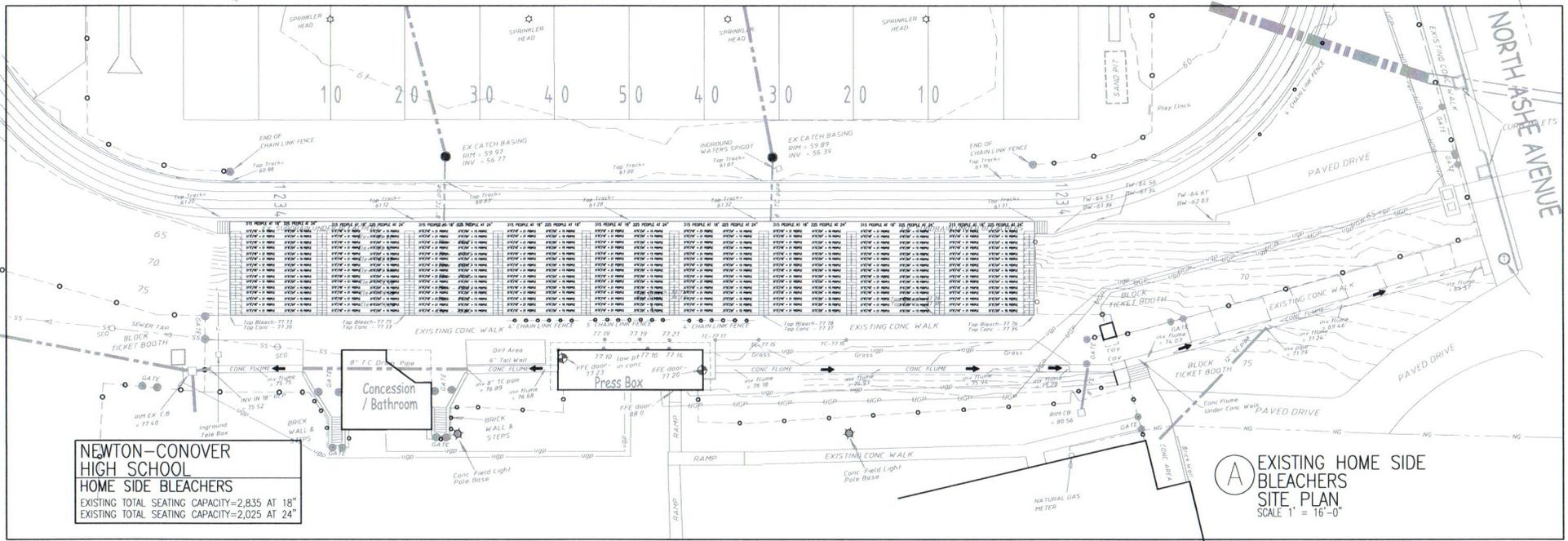


**NEWTON-CONOVER
HIGH SCHOOL
VISITOR SIDE BLEACHERS**
EXISTING TOTAL SEATING CAPACITY=1,585 AT 18"
EXISTING TOTAL SEATING CAPACITY=1,085 AT 24"
(INCLUDING 20 HCP SPACES)

**ALTERNATE:
NEW STORAGE ROOM ADDITION
304 SQUARE FEET**

**ALTERNATE:
NEW SCORE BOARD
(COORDINATE LOCATION WITH OWNER)**

**B EXISTING VISITOR SIDE
BLEACHERS
SITE PLAN
SCALE 1" = 16'-0"**



**NEWTON-CONOVER
HIGH SCHOOL
HOME SIDE BLEACHERS**
EXISTING TOTAL SEATING CAPACITY=2,835 AT 18"
EXISTING TOTAL SEATING CAPACITY=2,025 AT 24"

**A EXISTING HOME SIDE
BLEACHERS
SITE PLAN
SCALE 1" = 16'-0"**

ICARD ARCHITECTURE, PLLC
P.O. BOX 490
1000 W. STATE ST.
CARRBORO, NC 27514
PHONE 919-841-1338 FAX 919-841-4642
WWW.ICARDARCHITECTURE.COM

THESE DRAWINGS ARE THE PROPERTY OF ICARD ARCHITECTURE, PLLC. NO PART OF THESE DRAWINGS MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT THE WRITTEN PERMISSION OF ICARD ARCHITECTURE, PLLC.

PROJECT

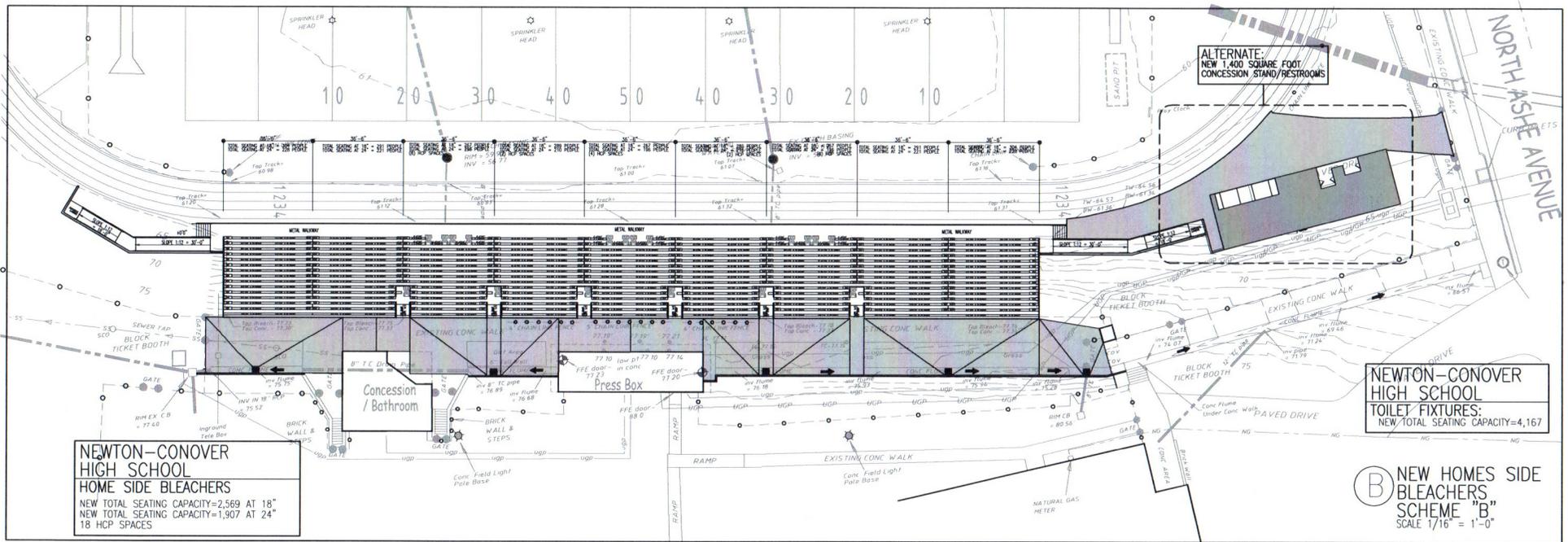
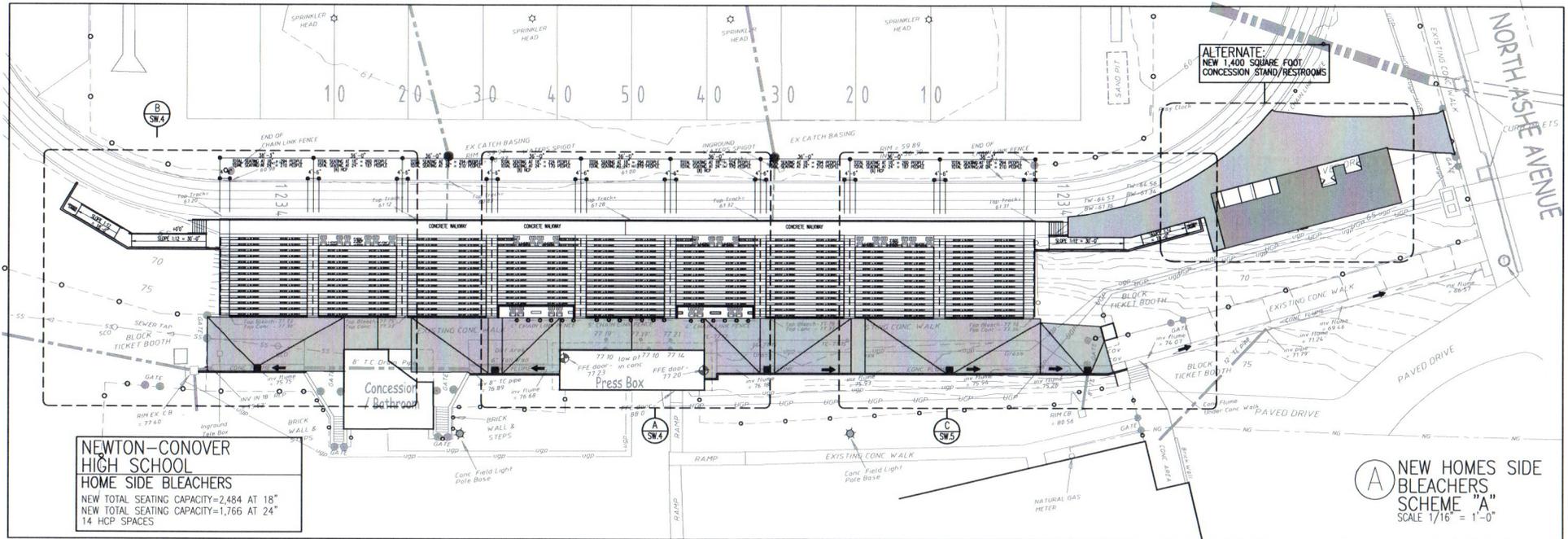
NEWTON-CONOVER HIGH SCHOOL HOME SIDE FOOTBALL STADIUM BLEACHERS;
NEWTON-CONOVER HIGH SCHOOL
NORTH CAROLINA

SHEET

PROJECT NO:
20123-15

DATE
10-01-12
REVISIONS

SHEET NO
SW.2
OF 5



THESE DRAWINGS ARE THE PROPERTY OF I-CARD ARCHITECTURE, PLLC. ANY REUSE OR REPRODUCTION OF THESE DRAWINGS WITHOUT THE WRITTEN PERMISSION OF I-CARD ARCHITECTURE, PLLC. IS STRICTLY PROHIBITED.

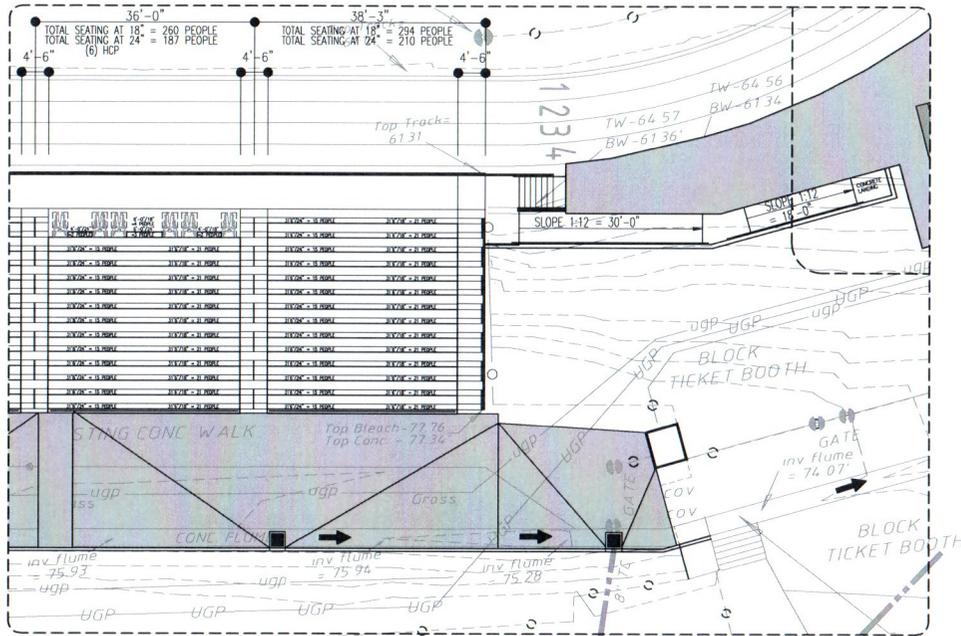
PROJECT
PROJECT NO.
DATE
REVISIONS

PROJECT
PROJECT NO.
DATE
REVISIONS

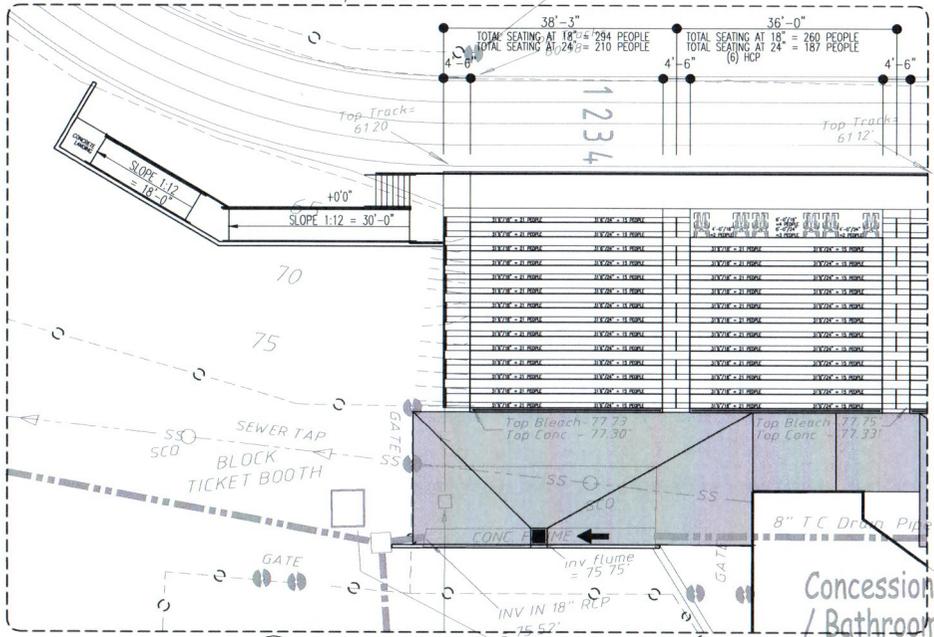
PROJECT
PROJECT NO.
DATE
REVISIONS

PROJECT NO.
DATE
REVISIONS

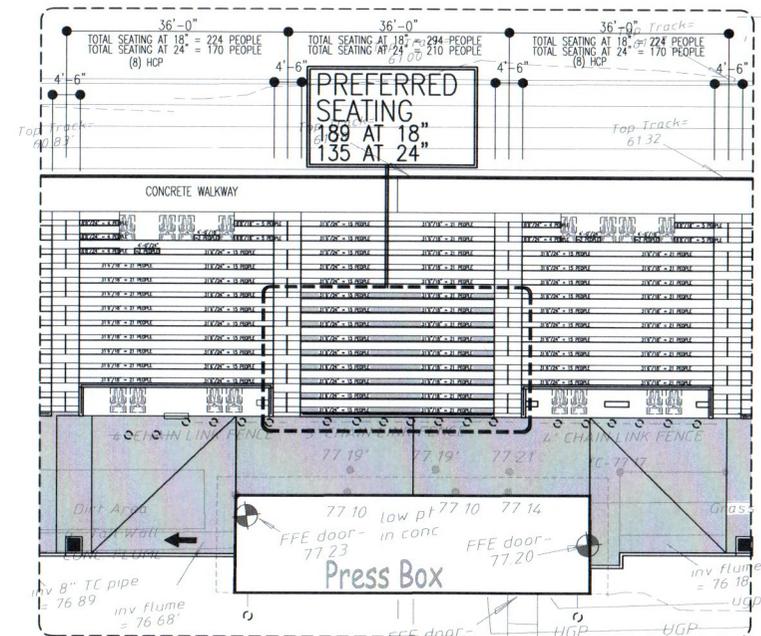
SHEET NO.
SW.3
OF 5



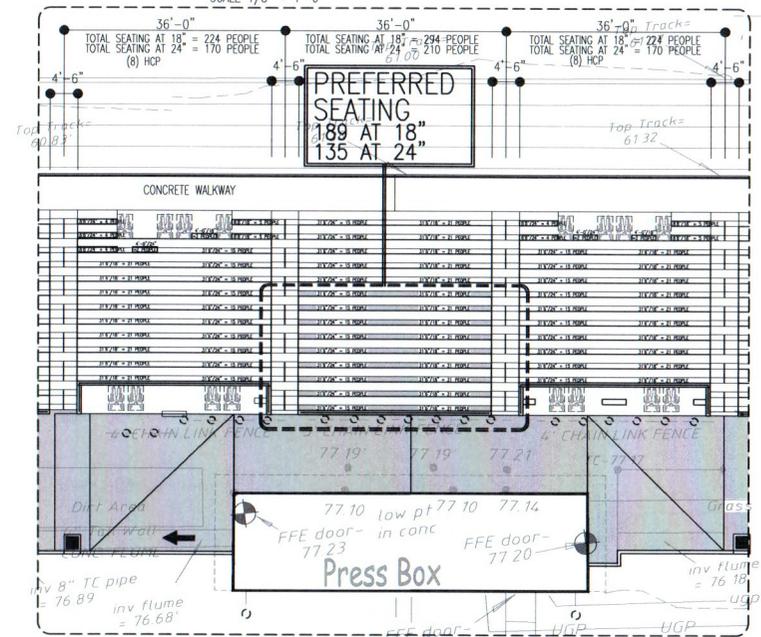
(C) ENLARGED HOME SIDE BLEACHERS (BASE BID)
SCHEME "A"
SCALE 1/8" = 1'-0"



(B) ENLARGED HOME SIDE BLEACHERS (BASE BID)
SCHEME "A"
SCALE 1/8" = 1'-0"



(D) ENLARGED HOME SIDE BLEACHERS (ALTERNATE BID)
SCHEME "A" PREFERRED SEATING WITH COLOR AND BACKS
SCALE 1/8" = 1'-0"



(A) ENLARGED HOME SIDE BLEACHERS (BASE BID)
SCHEME "A" PREFERRED SEATING WITH COLOR
SCALE 1/8" = 1'-0"

MEMORANDUM

TO: Catawba County Board of Commissioners
FROM: Finance and Personnel Subcommittee
DATE: January 19, 2016
SUBJECT: Newton-Conover City Schools—Letter of Intent for Fiscal Year 2016/17 Funding

Requested

In order to complete roofing at North Newton Elementary School and construction of a new entrance to the bus/staff parking lot at Conover School prior to the beginning of the new school year, Newton-Conover City Schools is requesting a letter of intent for funding in the Fiscal Year 2016/17 budget.

Background

Newton-Conover City Schools has requested a letter of intent to fund planned roofing at North Newton Elementary School (\$1 million) and renovations at Conover School (\$3.1 million) in Fiscal Year 2016/17. These projects are scheduled for funding (\$5 million) as part of the 4-year school construction plan in the Fiscal Year 2016/17 budget and need to be completed during the summer while school is not in session. This work can't be accomplished if architectural renderings are not completed prior to school letting out for the summer. Accordingly, Newton-Conover City Schools is requesting a letter of intent from the Board of Commissioners to fund these projects in the upcoming budget. Newton-Conover City schools will up-front any costs incurred prior to July 1, 2016 and submit for reimbursement after the beginning of the fiscal year.

Recommendation

The Finance and Personnel Subcommittee recommends the Board of Commissioners agree to send a letter of intent for these projects to be funded in Fiscal Year 2016/17 as part of the debt financing planned for schools in the coming year.



Newton-Conover City Schools
605 North Ashe Avenue—Newton, NC 28658
Phone 828/464-3191 www.nccs.k12.nc.us Fax 828/466-0063
Dr. David Stegall, Superintendent
Dr. Aron Gabriel, Assistant Superintendent



January 5, 2016

Mr. Tom Lundy
County Manager, Catawba
100-A South Boulevard West
Newton, NC 28650

Dear Mr. Lundy,

On behalf of the Newton-Conover City Schools I would like to request a letter of intent from the County Commissioners indicating their intentions to fund the replacement of the roof on the campus of North Newton Elementary School and Conover School Renovation as part of our 2016-2017 capital project request. We anticipate the approximate cost of this project to be \$4,100,000. This is a major priority in our capital project request for the upcoming year. The funding for these projects (\$5,000,000) is slated to be available after July 1, 2016 as part of the next 4-year cycle of funding for capital projects. N-CCS is requesting funding support to begin this project well in advance of the July 1, 2016 date. The primary reason for needing county funds for these projects in advance of the July 1, 2016 date involves the fact that the roof at North Newton Elementary School needs to be completed before students return to school in late August. The secondary reason for this request involves our desire to be prepared to begin work at Conover School as soon as students are released for summer break so the new entrance to the bus/staff parking lot can be completed before staff and buses return in late August 2016. With your blessing, we would like to begin soliciting architect bids for services in February and have the architectural renderings of the projects.

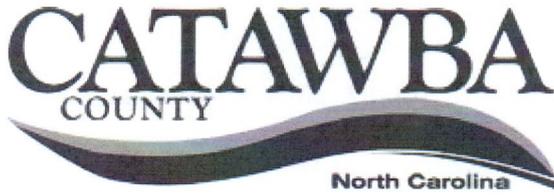
For the reasons stated above, we wish to expand our window for project completion by beginning earlier than the funding is to be potentially allotted for this project from our Catawba County Commissioners. Without the formal intent of support for this project from the Catawba County Commissioners, N-CCS will not be able to pursue the project in advance of our projected start date of June 18, 2016. N-CCS acknowledges that it will have to fund any expenditures relative to these projects from its fund balance that occur prior to July 1, 2016 with the understanding that these expenses would be reimbursed through County funds allocated for these projects after those funds are made available.

As always, we appreciate the incredible and ongoing support the commissioners and yourself exhibit for schools all over Catawba County. Thank you for your kind assistance and advisement in this matter.

Respectfully Submitted,

David A. Stegall, Ed. D
Superintendent
Newton-Conover City Schools

Office of the Superintendent
An Equal Opportunity/Affirmative Action Employer



MEMORANDUM

TO: Catawba County Board of Commissioners
FROM: Finance and Personnel Subcommittee
DATE: January 19, 2015
SUBJECT: Duke Endowment Grant and Position

REQUESTED/PROPOSED

The Duke Endowment has selected Catawba County Health Partners, the 501(c) 3 nonprofit community coalition operated and managed by Catawba County Public Health, to participate in the Healthy People Healthy Carolinas (HPHC) grant program. This program will help Health Partners build capacity, implement transformative community change strategies, and improve population health outcomes in Catawba County. The program awarded Health Partners \$450,000 in total funding across calendar years 2016-2018, with \$150,000 provided annually. As a result, Catawba County Public Health is proposing the creation of a short-term (3-year), grant-funded Community Health Coordinator position to coordinate and implement grant deliverables, including program implementation and reporting. This position and all associated program costs would be fully funded by the grant allocation. The fiscal agent is Catawba Valley Medical Center (CVMC) as the Duke Endowment requires a hospital to support local grant applications and act in such a capacity.

BACKGROUND AND REVIEW

The Healthy People, Healthy Carolinas (HPHC) program is designed to support community coalitions in their efforts to transform population health through collective impact, enhance community capacity to implement evidence-based interventions, and monitor performance metrics to spur dramatic improvement. The Duke Endowment selected coalitions in five communities to begin in 2016 (Catawba, Chatham, Granville, Montgomery/Richmond, and Wilkes), with plans to expand the initiative to include up to 20 total communities by 2020 throughout the Carolinas.

The healthcare industry continues to undergo transformational change, placing emphasis on the need for communities to come together to find solutions for persistent and costly health conditions such as obesity and diabetes. As the U.S. transitions to a value-based healthcare system, communities working collaboratively to improve population health are expected to have lower healthcare costs as well as better health outcomes and quality of life. The Duke Endowment recognizes that communities are rich with potential to solve local health problems, and HPHC will help equip Health Partners with the tools and support needed to achieve significant results.

The overall aim of the initiative is transformative improvement in population health. This initiative will not only drive improvement in outcomes but also enhance Health Partners' ability to build partnerships across the community and apply new approaches to optimize community health. Additionally, HPHC aims to affect the community itself by shifting attitudes and beliefs through data and knowledge to increase appreciation for the role of prevention and social determinants, enhance community systems, and increase coordination of related services and resources.

Health Partners will utilize this funding to support, develop and implement community health improvement strategies

"Leading the Way to a Healthier Community"



related to the county's health priorities, which will be finalized February 2016 as part of the county's Community Health Assessment process. As a selected coalition, Health Partners will also become part of a peer learning and innovation collaborative and receive extensive technical assistance and resources from grant partners.

Currently, two Public Health positions (Community Outreach Manager and Community Health Analyst) support the work undertaken by Health Partners, its board, and its multiple community workgroups. The time dedicated to these activities does not currently equate to 1 FTE due to other responsibilities assigned to these positions. A Community Health Coordinator position is needed to ensure all grant deliverables are effectively and efficiently met, such as:

- Forming and facilitating community work groups to select, implement, measure, and evaluate evidence-based community health improvement strategies addressing nutrition, physical activity, and/or chronic disease
- Developing and implementing related action plans and budgets
- Managing and reporting all programmatic and financial activities and outcomes
- Attending all required meetings, conference calls, webinars and trainings

RECOMMENDATION

The Finance and Personnel Subcommittee recommends the Board of Commissioners approve an increase in the Public Health revenue and expenditure lines in the amount of \$150,000 for each fiscal year coinciding with the calendar years of the grant (FY15-16, FY16-17, FY17-18 and FY18-19), starting with FY15-16. These funds will be used to fund a new, short-term (3-year) Community Health Coordinator position and all program implementation expenses associated with the HPHC grant. These costs will be fully funded by the HPHC grant award. The funding is effective January 1, 2016; therefore, the position will be effective as soon as it is approved and filled in early 2016.

Supplemental Appropriations:

110-580425-636415	Healthy People, Healthy Carolinas	\$150,000
110-580425-812100	Regular Wages	\$ 63,265
110-580425-821100	FICA	\$ 4,840
110-580425-822100	Retirement	\$ 4,270
110-580425-823100	Health	\$ 8,028
110-580425-823300	Dental	\$ 423
110-580425-823600	LTD	\$ 111
110-580425-825500	STD	\$ 91
110-580425-831005	Office Supplies	\$ 200
110-580425-831090	Other Miscellaneous Supplies	\$ 1,300
110-580425-841010	Travel	\$ 1,000
110-580425-841020	Education	\$ 2,000
110-580425-841030	Printing / Binding	\$ 2,000
110-580425-841505	Telephone	\$ 500
110-580425-841510	Postage	\$ 150
110-580425-870100	Small Tools	\$ 2,300
110-580425-870150	Minor IT/ Equipment	\$ 5,500
110-580425-841516	Marketing	\$ 5,000
110-580425-849251	Healthy People Implementation	\$ 49,022

"Leading the Way to a Healthier Community"



What talents and skills are required to perform the duties of this position?

Exceptional verbal and written communication skills; strategic planning and evaluation skills; analytical ability; project management experience; organized and detail-oriented; ability to facilitate collaborative groups toward meeting goals; ability to gather and interpret data; ability to multi-task and manage multiple concurrent deliverables; team-oriented; ability to relate to people from all backgrounds; customer service and community relations skills.

Is there any cyclical nature or seasonal aspect of your position? (Are certain projects or duties only occurring at certain times of the year?) If so, please explain fully.

This is a three-year grant beginning January 1, 2016 and ending December 31, 2018. Grant reporting occurs annually.

Does this position have supervisory responsibility or lead worker responsibility?

No

List in order of importance the essential functions of this position and briefly describe. For each essential function, estimate the percentage of time spent. The term essential function is used to describe the fundamental job duties and responsibilities of the position; duties related to the reason the position exists; or, duties where there is a consequence to the organization if not performed.

Essential Function	Percent
1. Regular and predictable attendance.	80
2. Grant Implementation: Coordinate implementation of all grant-related requirements for the development, implementation and evaluation of community health improvement programs through Catawba County Health Partners, including but not limited to coalition/workgroup development and facilitation, action plans, program evaluations, community engagement, quality improvement, and implementation of capacity building tools and processes.	20
3. Grant Management: Coordinate fulfillment of all grant-related requirements reporting and expenditures, including but not limited to required plans, budget, expenditures, reports, meetings, trainings, presentations, conference calls, etc., including routine reports and program updates for the Catawba County Public Health Board of Directors.	80
4. Able to react to change productively and handle other essential tasks as assigned.	20
5. Employee is expected to attend trainings on safety and adhere to the policies and procedures regarding a safe work environment.	20
Total Percent	100%

Do you have authority to make independent decisions related to your job duties?

Yes.

If yes, give examples of discretion and independent judgment exercised in the essential functions of your position:

Within project parameters as defined by supervisor and when determining schedule and personal workflow.

In making decisions, when are you required or obligated to consult your supervisor?

When decisions affect program outcomes or budget.

What are your responsibilities for changing or establishing workflow, priorities, policies, and procedures to assure that the work of your unit is accomplished?

To coordinate personal/unit workflow needed to meet grant requirements and to facilitate workflow of collaborative workgroups.

What budget responsibilities are you assigned, if any?

To recommend, make and track budget expenditures and to manage and report on the budget in partnership with the grant's fiscal agent, Catawba Valley Medical Center.

Catawba County Safety Sensitive Positions:

Select the equipment used and indicate the percent of time.

X		Percent	X		Percent	X		Percent
---	--	---------	---	--	---------	---	--	---------

X	Computer	80	X	Calculator	5	X	Telephone	10
X	Copier	5	X			X	Vehicle	
	Other: _____ _____			Other: _____ _____			Other: _____ _____	

SUPERVISOR SECTION

What do you consider the most significant/important job duty or responsibility of the position?

Successfully achieving grant-based collaborative community health outcomes that can improve health in the community.

What is the liability (or consequences) for duties of this position not being successfully completed?

If program goals are not met, health improvement outcomes may not be met and funding may be at risk.

Describe the types of customers and type of customer service this position provides.

This position provides customer service to grant program officers to ensure all grant and reporting requirements are met. This position must also work closely with Catawba Valley Medical Center’s grant liaison to coordinate budget and fiscal reporting requirements. In addition, this position provides customer service to staff, community members and organizations involved in the work of the grant, as well as to community members who are impacted or affected by the work of the grant.

Is this position _____ closely, X moderately, or _____ minimally supervised?

Please explain:

This position reports to the Community Health Manager, who oversees and approves all grant and Catawba County Health Partners activities. This position must also be accountable to the grant’s fiscal partner, Catawba Valley Medical Center.

Position has access to:

Confidential client information _____ Yes X No
 Departmental, county, or client funds X Yes _____ No

Classification specifications state minimum education and experience. The supervisor should list preferences in education and experience.

What level and types of education, work experience (including length) and training are preferred for this position?

Education Level:

_____	High School or equivalent	_____
_____	Associates Degree in _____	_____
X	4 Year Degree in _____	Health Education, Health Promotion, or related field
_____	Masters in _____	_____
_____	Other _____	_____

Experience: 3 number of years experience in Public Health or related field, or relevant combination of education and experience

List any preferred licenses or certificates:

What continuing education does this position require?

This position must participate in the training sessions offered by the grant. No formal continuing education is required.

List any preferred training, skills or abilities for this position:

Familiarity with coalition-based work; familiarity with grant work and reporting; familiarity with budget development and reporting; exceptional verbal and written communication skills; strategic planning and evaluation skills; analytical ability; organized and detail-oriented; ability to facilitate collaborative groups toward meeting goals; ability to gather and interpret data; team-oriented; ability to relate to people from all backgrounds; customer service and community relations skills.

Analysis of Physical Demands of the Position

Check the physical demands that apply to the essential functions of the position.

	Physical Demand	% of Time	Describe the job responsibilities that require these physical demands be checked.
x	Standing	10	Presentations, meetings
x	Walking	10	Attending events and meetings
x	Sitting	80	Desk work, meetings
		# of lbs.	
x	Lifting	20	Program materials
x	Carrying	20	Program materials
x	Pushing	20	Program materials
x	Pulling	20	Program materials
	Climbing		
	Balancing		
	Stooping		
	Kneeling		
	Crouching		
	Crawling		
	Reaching		
X	Speaking	Presentations, reporting, meetings	
X	Hearing	Presentations, reporting, meetings	
X	Seeing	Presentations, reporting, meetings	
	Depth Perception		
	Color Vision		
	Grasping		
	Fingering		
	Feeling		
	Repetitive Motion		

Analysis of Working Condition of Position

YES or NO? __Yes__ This employee performs typical office/administrative work. Employee is NOT substantially exposed to adverse environmental conditions. (If YES, please do not answer any of the following questions related to Weather Conditions.)

MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Finance and Personnel Subcommittee

DATE: January 19, 2016

IN RE: New Positions for Utilities & Engineering Building Services

REQUEST

The Finance and Personnel Subcommittee recommends the Board of Commissioners:

1. Approve 4 new Building Services Official III positions, vehicles and operational expenses; and
2. Approve 1 new Permit Center Specialist position; and
3. Approve a change to make an existing temporary full time Building Services Official III position that was approved by the Board on May 18, 2015 in association with Dedicated Inspection Services funded by Gilbane Building Company (Apple, Inc.) a permanent full time position; and
4. Approve a Budget Revision in the amount of \$243,202.

BACKGROUND

As you know, in the first 6 months of this fiscal year we have experienced a marked increase in development and construction activity countywide. Over the last seven fiscal years building permits have gone from a high of 1,609 in Fiscal Year 2008/09 to a low of 1,161 in Fiscal Year 2011/12. Due to the lack of development pressure and matching the reduction in permit issuance, the County reduced eight (8) Building Services' FTEs beginning in Fiscal Year 2008/09 through Fiscal Year 2011/12. However, from the low point in Fiscal Year 2011/12, development in the County has increased significantly. In fact the 1,455 building permits issued in Fiscal Year 2014/15 was the highest since Fiscal Year 2008/09, at which time Building Services' FTE count was nearly 3 times as large as the current staffing level.

As the County's real estate market has begun to recover from the recession, the type of development in the county has diversified. The types of construction experienced now include much larger projects such as the health sciences building at LR University and also more complex projects than were constructed during the recession such as the CVMC expansion and the redevelopment of old historic structures. These larger, more complex projects require a higher number of inspections and more in-depth inspections, all of which are more time consuming. These larger, more complex projects have also required more staff time in plan review for the same reasons. In addition, these types of projects require Building Services Official III's who have a minimum of four (4) level-3 certifications. Currently, the field inspection staff has 6 out of 9 who are Building Services Official III's.

This welcome increase in activity has brought its own issues as we have experienced numerous instances in which the scheduling of inspections has extended two (2) to seven (7) working days

beyond our outcome of providing next day inspections. Two (2) to seven (7) working days may not sound too bad until a weekend or holiday falls in the same time period giving the customer the reality of waiting 10 or more calendar days to have a requested inspection performed. This has resulted in multiple complaints from our clientele and was recently a topic of discussion by the Land Use Development Board of the Chamber of Commerce (LUDB). We have attempted to minimize this issue by requiring the Chief and the Field Supervisor to perform inspections a minimum of one half day each day. This often became performing a full day of inspections which did help the delay in inspection scheduling but had negative effects on customer service in other areas (i.e. telephone calls could not be returned in a timely manner, response time to complaints was increased, ability to respond to customer needs at the Permit Center was lessened, ability to respond to unscheduled contractor or site consultation demands was diminished, ability to respond to questions from subordinates was reduced, etc.).

Additionally, in the past year, Building Services lost three (3) fully qualified and experienced employees, the Plan Review Supervisor and one field inspector to retirement and one plan reviewer to higher paying Mecklenburg County. This situation is exacerbated by the fact that of our remaining six (6) experienced and fully certified inspectors, one is eligible to retire at any time, one is eligible to retire in May 2016, and two will be eligible for retirement within the next 24 months. Along with this mature workforce comes the ability and need for staff to be out of work more frequently. In addition to these impending retirements, without Board of Commissioner's approval to maintain the position, we are faced with losing the Building Services Official III that was funded by Gilbane Building Company to provide inspection services on the new construction at the Apple, Inc. facility in Maiden. While this position has been primarily performing inspections at the Apple facility, it has also been able to perform inspections on other projects when not needed at Apple.

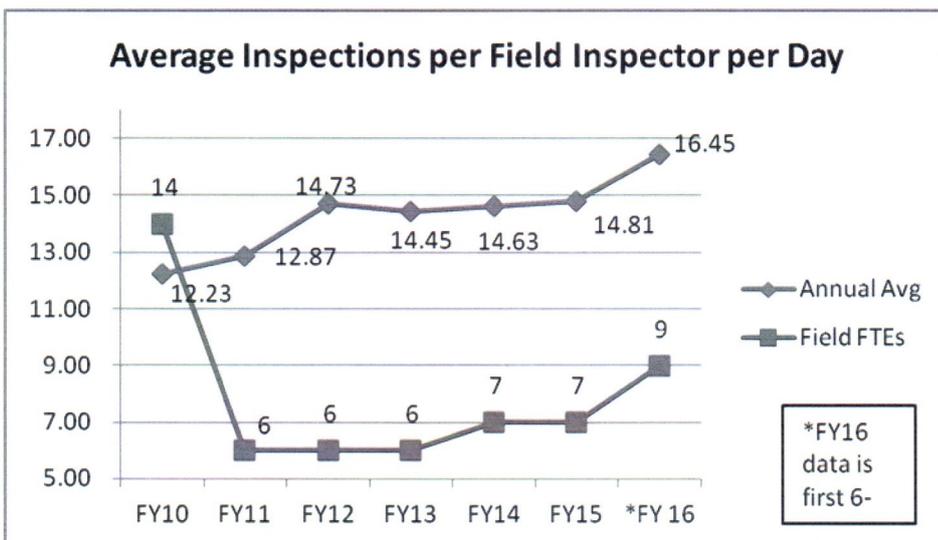
When attempting to fill these vacancies, it became apparent that qualified and experienced inspectors do not exist in the available workforce. We have been able to hire new Building Services Officials (field inspectors) but with minimal to no experience and no certifications. Due to their inexperience and lack of certification, new hires require 18 to 24 months of education and experience before they are able to make a significant impact in daily operations. The lack of qualified and experienced inspectors in the available workforce is an issue across the state. Therefore, to have a proper and meaningful succession plan the County should begin hiring new inspectors as soon as possible.

Further fueling the need for additional inspectors is the impending development activity associated with the completion of the waste water collection system in the Sherrills Ford area, not the least of which is the Village Center. 200 residential lots are already approved and construction is expected to begin in spring of 2016. The demand for service is expected to increase exponentially in Southeastern Catawba County (SECC) alone as development pressure from the Charlotte metro continues to expand into the SECC and across the county.

As mentioned previously, the attrition of staff and the size and complexity of the development being experienced in the county is also draining our plan review resources. The retired Supervisor position was filled from within and one plan reviewer position has been filled while a previously vacated plan review position was moved to field inspections to help with the delays in that area. The impact of an inexperienced, uncertified available workforce is magnified when

attempting to hire for the position of plan reviewer because level-three certifications are imperative to performing high quality, timely, plan review services. This issue was also a topic of discussion at the most recent LUDB meeting where it was recommended that a “plans facilitator”, similar to what Mecklenburg County has, was needed in Catawba County. The requested Permit Specialist position will fill this role, as well as assist in the issuance of permits and other daily permit center operations. This will also allow the plan review staff to spend more time reviewing plans versus dealing with paperwork that does not require a certified plan reviewer.

The North Carolina Department of Insurance recommends that building inspectors perform between 8 and 12 inspections per day. However, due to the implementation of the mobile field inspections program, centered on field inspectors receiving their daily work and reporting inspection results from their vehicles via mobile devices and driving their County vehicles home, the available time in the field was increased by as much as one hour per day. Therefore, Catawba County’s goal is to perform between 12 and 14 inspections per inspector per day, not to exceed 14 inspections on a consistent basis. When inspections consistently average 14 or more per inspector per day, additional staff is recommended in order to provide the expected level of customer service. The chart below shows the correlation between available field staff and the average number of inspections performed per day for the previous 6 fiscal years and through December 31 of the current fiscal year. However, these statistics do not capture the fact that each field inspector receives/returns 50 to 60 phones calls each day, further reducing their available time to perform inspections. Regardless of the impact to inspection time, this level of customer service is not only expected but was praised at the most recent LUDB meeting.



Cost/Expense

The annual salary and benefits for a Building Services Official III is approximately \$67,957 and for a Permit Center Specialist is approximately \$42,639. For fiscal year 2015/16, it is anticipated that the five (5) new requested positions could be filled in February 2016 which equates to a total of \$131,028 (5 months salaries and benefits expenses). Three of the four Building Services Officials will be assigned as Field Inspection Staff and will require additional operational expenses including a County vehicle. The total cost of equipment for a Building Services Field

Inspector is approximately \$37,391, which includes a vehicle, fuel, uniforms, code books, OSHA and personal protective equipment, cell phone, jetpack wireless modem for internet connection, and training and educational expenses to acquire inspection certifications and/or for State mandated continuing education credits. For the three (3) requested field inspection positions, the operating cost will be \$112,173 in fiscal year 2015/16. The total cost of these positions is \$243,201.

Funding

Fiscal year 2015/16 Building Permit revenue is projected to be \$1,473,131. Budgeted fiscal year 2015/16 revenue is \$1,189,100 which equates to \$284,031 being available to fund the new positions.

SUMMARY (Moving Forward)

If approved, the 6 positions will be added in a manner to sustain inspections within our goal of next day inspection and at a rate not to exceed 14 inspections per inspector per day. However, based upon the likelihood of new hires being inexperienced and uncertified, the number of inspections per inspector per day may be at an artificially low level due to employee limitations. Additionally, these expected staff limitations will also delay any impact new hires will have in meeting our goal of next day inspections. If we are to plan appropriately for the expected attrition through retirement of current staff, these facts cannot be avoided to sustain our long term ability to meet the expected and General Statute mandated level of service.

RECOMMENDATION

The Finance and Personnel Subcommittee recommends that the Board of Commissioners

1. Approve 4 new Building Services Official III positions, vehicles and operational expenses, and
2. Approve 1 new Permit Center Specialist position, and
3. Approve a change to make an existing temporary full time Building Services Official III position that was approved by the Board on May 18, 2015 in association with Dedicated Inspection Services funded by Gilbane Building Company (Apple, Inc.) a permanent full time position, and
4. Approve a Budget Revision in the amount of \$243,202.

Appropriations:

Revenue:

110-430100-650435	\$243,202
-------------------	-----------

Expense:

110-430100-812100	\$66,676
Regular Wages	
110-430100-821100	\$5,101
FICA	
110-430100-822100	\$4,501
Retirement	
110-430100-823100	\$8,028
Health Insurance	
110-430100-823300	\$423

Dental Insurance	
110-430100-823610	\$11
Life Insurance	
110-43100-823600	\$117
Long Term Disability	
110-430100-825500	\$91
Short Term Disability	
110-430200-812100	\$13,021
Regular Wages	
110-430200-821100	\$996
FICA	
110-430200-822100	\$879
Retirement	
110-430200-823100	\$2,676
Health Insurance	
110-430200-823300	\$141
Dental Insurance	
110-430200-823600	\$23
Long Term Disability	
110-430200-825500	\$30
Short Term Disability	
110-430250-812100	\$22,225
Regular Wages	
110-430250-821100	\$1,700
FICA	
110-430250-822100	\$1,500
Retirement	
110-430250-823100	\$2,676
Health Insurance	
110-430250-823300	\$141
Dental Insurance	
110-430250-823610	\$4
Life Insurance	
110-430250-823600	\$39
Long Term Disability	
110-430250-825500	\$30
Short Term Disability	
110-430100-831015	\$900
Uniforms	
110-430100-831090	\$1,800
Misc (Code Books)	
110-430100-833015	\$1,500
OSHA Equipment	
110-430100-835005	\$13,800
Motor Fuels	
110-430100-841020	\$585
Training Education	

110-430100-841025	\$240
Certificates Costs	
110-430100-841500	\$1,368
Air Card Service	
110-430100-841505	\$1,980
Telephone Service	
110-430100-984000	\$90,000
Motor Vehicles	