

AGENDA

Catawba County Board of Commissioners Meeting
Monday, February 17, 2025, 7:00 p.m.
Board of Commissioners Meeting Room 2nd Floor,
Catawba County Justice Center
100 Government Drive, 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 February 3, 2025.](#)
5. Recognition of Special Guests.
6. Public Comments.
7. Presentations.
[Work First Electing County Plan \(FFY 2026-2028\). Presented by Work First Program Manager Beth Jones.](#)
8. Consent Agenda.
 - a. [Hickory High School Emergency Repair Appropriation.](#)
 - b. [Lake Norman Marine Commission Cost Share.](#)
 - c. [Microsoft 365 Agreement GASB 96 Compliance.](#)
 - d. [Construction Bid Award & Appropriation: Bay Pointe Subdivision Road Improvement Project.](#)
 - e. [Real Property: Declaration of Surplus and Initiation of Upset Bid Process.](#)
 - f. [Map Review Officer Designation.](#)
 - g. [January Tax Refunds, Releases and Adjustments.](#)
 - j. [Delinquent 2024 Real Estate Property Tax Order.](#)
9. Other Items of Business.
10. Manager's Report.
11. Attorney's Report.
12. Adjournment.

PERSONS WITH DISABILITIES: Individuals needing assistance should contact the County Clerk at 828-465-8990 within a reasonable time prior to the meeting. Participation in public meetings is without regard to race, ethnicity, religion, sex, age, or disability.

CALENDAR: The next Board of Commissioners Meeting will take place on Monday, March 17, 2025, at 7:00 p.m., in the Board of Commissioners Meeting Room of the Catawba County Justice Center.



catawba county social services

MEMORANDUM

TO: Catawba County Board of Commissioners
FROM: Beth Jones, Work First Program Manager
DATE: February 17, 2025
SUBJECT: Work First Electing County Plan (FFY 2026 – 2028)

REQUEST

Staff requests the Board of Commissioners approve the Catawba County Work First Plan for FFY 2026 – 2028.

BACKGROUND

In 1996, Congress ended the national welfare program known as Aid to Families with Dependent Children (AFDC) and crafted legislation to allow states to implement their own welfare programs. North Carolina's program is called Work First Family Assistance (WFFA). Work First is a cash assistance program designed to assist families that care for children and who meet a certain degree of kinship to the child. All Work First participants must cooperate with all items on their Mutual Responsibility Agreement to receive a Work First benefit each month. This federal devolution of authority enabled the North Carolina General Assembly to expand welfare reform. The legislature took the next step, allowing counties to compete for Electing County status – in essence offering a limited number of counties the opportunity to have greater control over local welfare policies, as well as greater control over available funding.

Catawba County has been an Electing County since 2007. With welfare reform, counties were encouraged to “think outside the box” and offer suggestions for innovative policy changes that would enable families to move more quickly to higher levels of personal responsibility and economic self-sufficiency. Electing County status also allows greater flexibility in program administration. Catawba County's Electing Plan incorporates quality values and organizational standards that reflect the worth and dignity of every citizen. Examples of local program requirements include all Work First participants being required to have a High School Diploma or be enrolled in a GED or Adult High School classes, and that all participants must be assessed for economic literacy within 12-calendar-days of application for Work First.

The County's current plan was approved by the Board of Commissioners on January 31, 2022 for Federal FYs 2023 - 2026.

On December 16, 2024, the Catawba County Board of County Commissioners voted to continue pursuit of “Electing County” status and appointed a planning committee. The planning committee met on January 8, 2025. Members discussed the current plan, reviewed current conditions within Catawba County, and made suggestions for the new plan.

The planning committee agreed to keep the policies currently in place in Catawba County's Electing Plan as-is, with no additional recommended changes.

RECOMMENDATION

Staff recommends the Board of Commissioners approve the Catawba County Work First Plan for FFY 2026 – 2028.

CATAWBA COUNTY WORK FIRST PLAN 2026 - 2029



Submitted: February 10, 2025
Karen Harrington, Director
Beth Jones, Program Manager
Catawba County Social Services
P O Box 669, Newton, NC 28658
Telephone: (828) 695-5636 or 695-5625
Fax # (828) 695-5700

Email Address:
KHarrington@Catawbacountync.gov
Bethjones@Catawbacountync.gov

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I. Condition within the County

- Only 135 of Catawba County's 165,000 citizens receive Work First. That is less than 0.1% of the population. (2023 US Census Bureau)
- 70 families were receiving Work First in November 2024. Of these, 69 included no adult in the assistance payment (Monthly Staffing Report).
- 1 family is Work Eligible which means they must comply with the Employment component of the program (Monthly Staffing Report)
- The racial heritage of families receiving Work First is 69% Caucasian, 26% African-American, 0% Hispanic and 5% Asian (Work First Case Profile Summary).
- Work First recipients face many barriers to employment, some of these barriers are education, transportation, childcare or criminal background.
- 7 % of all households in Catawba County have no vehicle available for personal use. (2023 American Community Survey – US Census Bureau)
- Catawba County had an unemployment rate of 3.3% in October 2024 while the State's rate was 3.7%. (NCWorks)
- 99% of the job openings in Catawba County require a minimum education level of High School Diploma or equivalent.
- 12.5% of Catawba County's citizens over the age 25 do not have a High School Diploma or equivalent. (2023 American Community Survey – US Census Bureau)
- In North Carolina, a minimum wage earner (earning \$7.25 per hour) can afford a monthly rent of no more than \$374.00, while the Fair Market Rate for a one-bedroom unit is \$834.00. (HUDUser.gov)
- 21,929 children in Catawba County were enrolled in either Medicaid as of November 2024.
- FNS caseloads have increased by approximately 4% from November 2023 (11,790) to November 2024 (12,166).

Recent statistics reveal that as of Q2 2024, the top three employers in the county are Catawba Valley Medical Center, Corning Optical Communications and Catawba County Schools (Economic Development Corporation-Catawba County). Therefore, the majority of the available jobs are in the industries which involve night and weekend work, as well as rotating shifts. This type of scheduling makes childcare and transportation very difficult to coordinate.

Education and technical training continue to be high priorities for Catawba County. Catawba Valley Community College offers short term training and college transfer curriculum. Catawba County is also home to Lenoir Rhyne University, a four year liberal arts school. Catawba County possesses a diverse economy with extensive retail, service and manufacturing jobs.

Childcare options for rotating schedules have improved but options are still very limited as compared to those working a traditional work schedule (Monday – Friday 8am – 5pm). Three providers currently offer second shift care and three providers that offer third shift care. There are only two providers that offer weekend care. Helping families to locate safe and affordable childcare to meet the needs of irregular work schedules is imperative to continued success of the program. (The Children's Resource Center)

Public transportation is not available throughout the county. There is no public transportation available outside of the extended workday and buses do not run on Sundays. Many areas of the county are miles from the nearest employer and/or child care provider. For these families, the lack of transportation is a major barrier to self-sufficiency.

Mission Statement

To enable Work First recipients and applicants to become and remain self-sufficient by linking them with resources and skills, and to allow them to take responsibility for themselves and their families.

Vision Statement

All Catawba County families will demonstrate personal responsibility and will have the resources needed to meet their basic needs – food, clothing, shelter, and medical care.

II. Planning Process

A. Planning Committee

The State of North Carolina submits a State TANF Plan to the federal Department of Health and Human Services. The State Plan describes North Carolina's TANF Program, called Work First. The State Plan is an aggregate of the standard Work First Program and the various Electing County Plans.

The Social Services system in North Carolina is county-administered and state-supervised. The State Division of Social Services establishes the standard Work First Program according to guidelines contained in federal regulations and state law, allowing counties maximum local flexibility.

Electing counties develop a plan that describes their plans for administering the program in response to local needs and situations.

This plan will be for October 1, 2026 through September 30, 2029. The Board of County Commissioners approves county plans.

The planning process is an opportunity to take full advantage of local flexibility built into the Work First Program. It is the time to strengthen local partnerships and tap into local creativity to move low-income families into self-sufficiency.

On December 16, 2024, the Catawba County Board of County Commissioners voted for Catawba County to continue being an Electing County.

The Board of County Commissioners is required to appoint a committee to oversee the planning effort. The members of the Committee and the groups they represent are:

Robert Abernethy, Jr	Board of County Commissioners
Sherry Butler	Board of Social Services
Felicia Culbreath-Setzer	Division of Workforce Solutions) (NCWorks Career Centers)
Charity Patterson	Workforce Innovative Opportunity Act (WIOA)
Beth Mills	Vocational Rehabilitation Manager
Kim Holden	Partnership of Children
Paul Holden	Partners Behavioral Health Management
Jennifer McCracken	Public Health
Dr. Matt Stover	Local School System – Catawba County Schools
Dr. Jennifer Griffin	Local School System – Hickory Public Schools
Dr. Aron Gabriel	Local School System – Newton-Conover City Schools
Lindsay Keisler	Business Community
Molly Sain	Greater Hickory Cooperative Christian Ministry
Kristal Manning	Ashure Ministry
Enrique Perez	Salvation Army
Sharine Sample	Goodwill Manger

Ashley Benfield	Children's Resource Center
Jordan Harrison	Qualified Substance Abuse Professional (QSAP)
Julie Walker	Cognitive Connection Corporation
Michael Bowman	Greenway
Mark Bumgarner	Catawba County United Way
Lauren Daulton	WFFA/Daycare Supervisor
Beth Jones	Work First Program Manager
Rodney Franklin	DSS Assistant Director
Kari Whisnant	DSS Assistant Director

B. Public Comment

The plan was made available for public review from January 10, 2025 through January 15, 2025. The plan was available for viewing at Catawba County Social Services and on the Social Services web page. Accepting the input from local citizens and with the recommendation of the Planning Committee, the plan was formally approved by the Catawba County Board of Commissioners.

C. Planning Development

On January 8, 2025, the Planning Committee meeting was held. At this meeting, local Social Services staff gave the committee members an overview of the current Work First Program, demographic information on the current Work First population was shared with the group and a time line was developed for the project.

During the month of October and November, Work First participant and applicants were surveyed. The survey asked:

- What barriers are keeping you from becoming employed?
- What do you need in order to become employed?
- What services do you currently use from Social Services?
- What would you change about the Work First Program?
- What benefits/services of the Work First Program have helped you?
- If employed, what has helped you in keeping your job?
- What services do the children in the Work First grant need to help them be the best they can be?
- Any other comments

Catawba County's demonstrated record of commitment to children and families, collaborative strategic planning, risk taking and successful implementation of innovations makes this community a natural choice to continue being an Electing County. The successful track record includes efforts such as Catawba County TANF Housing Initiative, Work First Demonstration Grant, Work and Ride, Career Center, and Job Boost. Catawba County has used the many lessons learned from previous efforts to design this project for families in need.

Welfare reform continues to be a work in progress. The Board of County Commissioners and Social Services will continue to monitor and evaluate the impact of the Work First Program on children and families in Catawba County and to recommend adjustments and refinements to the collaborative effort as needed. Members of the committee have pledged their support of the proposal and its implementation.

Catawba County will follow the State Work First Non-Discrimination Policy and Grievance Procedures found in Section 002. The flyer DID YOU KNOW? (DSS 5333) is posted and given to customers as requested. Catawba County Social Services will inform all LEP (Limited English Proficiency) persons of the right to receive free interpreter services and encourage them to identify themselves as persons needing language assistance (Posted signs, statements in pamphlets, on the website, etc.) The language of the LEP person will be noted in his/her record so that all staff can identify the language assistance needs of the client. Bilingual staff and/or the Contract Telephone Interpreting Service will be used for effective communication between the Agency Staff and the LEP persons.

III. Goals and Performance Measures

The Goal of the Catawba County Work First Program is to move Work First applicants and recipients to self-sufficiency by either empowering them to secure and maintain employment or by securing disability benefits.

A. Statewide Work First Goals

Catawba County will **adopt the goals established by the state**. Those goals are currently:

1. Meeting Federal Work Participation Rates for All Families. Active participants in employment services and activities will lead to full time employment. Counties must ensure that at least 50% of all Work Eligible individuals, as defined by Federal Rule, complete the required number of hours of federally countable activities.
2. Meeting Federal Work Participation Rates for Two-Parent Families. Active participation in employment services and activities will lead to full time employment. Counties must ensure that at least 90% of all two-parent families with Work Eligible individuals, as defined by Federal Rule, complete the required number of hours of federally countable work activities.

B. County Performance Measures

1. Employment: Self-sufficiency will be realized primarily through the employment of Work First citizens. Catawba County will work with participants to become employed.
2. Meeting Federal Participation Rates: Active participation in federal countable work activities will lead to full time employment.
3. Providing Employment Services: Active participation in intensive employment services for all families is necessary in order to meet the participation rate and to ensure families are served adequately before the end of five years. One measure of success in Work First is the percentage of families who are subject to work requirements that counties are assisting with job preparation and job placement. Catawba County will provide 100% of the Able Bodied adults with employment services.
4. Staying Off Welfare: Efforts to reduce welfare rolls, help adults find jobs, and increase self-sufficiency are undermined when families return to welfare. Families leaving Work First because of a job are tracked to determine if they return to cash assistance. Case Manager will provide case management, counseling and problem solving. Case Manager will evaluate former Work First participants for 200% of poverty services. Referrals to appropriate community resources will be made. (i.e. NCWorks, Salvation Army, Goodwill, Greater Hickory Cooperative Christian Ministries, Eastern Catawba Cooperative Christian Ministries, Family Care Center, etc.)
5. Job Retention: Families who leave Work First for employment and continue to be employed 6 to 12 months after leaving the program show evidence of

keeping their income and increased job stability, which impacts a family's well-being. Families that remain employed for four months will receive the County's retention bonus. The State does not track and/or provide this data to the counties; therefore, it will be a manual tracking of how many recipients receive the county's retention bonus.

6. Benefit Diversion: The most successful outcome for an applicant for public assistance is to avoid the need to become a recipient. This is also recognized in the federal law, which specifies diversion from public assistance as a desired outcome. Catawba County will offer Benefit Diversion when appropriate and other supportive services. Benefit Diversion will be assessed if appropriate prior to placement on public assistance.

IV. Plans to Achieve the Outcomes and Goals

A. Activities

1. Employment: Work is the focus of the Work First Program. On the day of application, the case manager begins laying the foundation and ground rules for this program in Catawba County. The citizen is informed that Work First Cash Assistance is considered a short-term assistance and full time employment is the goal of the program.
 - a. Activities: Job Development and Placement provided by the NC Works, CVCC's Human Resources Development, English as a Second Language, GED (Graduate Equivalency Degree), Adult Basic Education, Short term skills training, CRC (Career Readiness Certificate) and Community Work Experience opportunities. Work First will continue to collaborate and partner with Catawba Valley Community College, NC Work, WIOA, Vocational Rehabilitation, Goodwill and Local Staffing Agencies.
 - b. Supportive Services: Counseling, case management, daycare, transportation, and participation expenses (mileage reimbursement, uniforms, tuition and books, etc.) child support and food assistance.
2. Meeting Federal Participation Rate: The rate will be met through a combination of efforts.
 - a. Activities: Employment services are offered to all able-bodied adults. Catawba County case managers will provide Work First participants with the full array of services, including developing appropriate Mutual Responsibility Agreements and closely monitoring progress as the citizen moves towards self-sufficiency. Case Managers will place all mandatory participants in appropriate countable Work First activities such as Employment, Vocational Education Training, Work Experience, Job Search/Job Readiness, etc. Job Ready participants will be referred to all Staffing Agencies in the area and to NC Works. All cases will be staffed with the supervisor at a minimum of once per month. Case managers will also make referrals to community resources. The case managers will assure that all applicable cases are opened in NC FAST and supervisor will monitor the employment services case management report and follow up if needed. Work First benefits will not be released if the participant is out of compliance with their Mutual Responsibility Agreement unless there is good cause and all cases out of compliance will be staffed by the unit to determine if good cause exists. Work First will continue to collaborate and partner with Greater Hickory Cooperative Christian Ministries, Eastern Catawba Cooperative Christian Ministries, Safe Harbor Rescue Mission, Salvation Army, Catawba Valley Community College, NC Work, WIOA, Vocational Rehabilitation, Goodwill and Local Staffing Agencies.

- b. Supportive Services: Counseling, case management, daycare, transportation, participation expenses (mileage reimbursement, uniforms, tuition and books, etc.) are provided to ensure that participants are able to complete the required number of hours in their assigned component(s).
3. Providing Employment Services: Citizens seeking employment will find a full array of services available to assist them.
 - a. Activities: Employment services are provided to all able-bodied adults. Case managers will assess the participant's job readiness and if appropriate place the participant in the NCWorks Employability Class before beginning the job search component. If appropriate, the participant will be required to obtain their CRC (Career Readiness Certificate). The case manager and participant will partner with NC Works, WIOA (Workforce Investment Opportunity Act), Vocational Rehabilitation, Employers and other appropriate programs to assist in the participant becoming employed.
 - b. Supportive Services: Counseling, case management, daycare, transportation, and participation expenses (mileage reimbursement, uniforms, tuition and books, etc.) child support and food assistance.
4. Staying off Welfare: Catawba County is using a multi-faceted approach to keep citizens on the job and off of welfare.
 - a. Activities: Case management services will be provided after the Work First participant becomes employed. Case managers will evaluate the former Work First participant for 200% of Poverty Services, Emergency Assistance, Retention service and bonus, and Economic Crisis Services in the county. Referrals to appropriate community resources will be made.
 - b. Supportive Services: Counseling, case management, daycare, transportation, Job Bonus, Transitional Medicaid, retention bonus, child support, food assistance, and community referrals.
5. Job Retention: Families who leave Work First for employment and continue to be employed six to twelve months after leaving the program show evidence of keeping their income and increases job stability, which impacts a family's well-being.
 - a. Activities: Case manager will provide case management, counseling and problem-solving. Case manager will refer former participants to appropriate agencies, such as Employment Security Commission, JobLink Career Center, and Employers. The case manager will evaluate former Work First recipients for 200% of Poverty Services, Emergency Assistance, and Retention Services.
 - b. Supportive Services: Counseling, case management, daycare, transportation, Job Bonus, Transitional Medicaid, retention bonus, child support, food assistance, and community referrals.
6. Benefit Diversion: The culture of Catawba County Social Services has changed. The focus is on employment, not processing entitlements. For many citizens in a short-term crisis, Benefit Diversion is an obvious solution.

- a. Activities: The case manager will assess each applicant's situation to determine if Benefit Diversion is appropriate and if so, will offer it to them. The case manager will consider previous public assistance and employment histories. The applicant's ability to find employment within a brief period of time, maintain current employment, or obtain sufficient income from other sources will also be considered.
- b. Supportive Services: Counseling, case management, Child support, and food assistance.

(Please see the section on Innovative County Strategies -- page 23)

V. Administration

A. Authority

The Catawba County Board of County Commissioners retains full authority for the Work First Program.

B. Organization

Catawba County Social Services is responsible for administration of the Work First Program. From the moment the citizen makes first contact with the agency, he/she is informed that the Work First Program is a temporary assistance program and the goal for each citizen is full time employment and self-sufficiency. The case managers in this unit are blended doing both eligibility and employment functions. The Case Managers serve on Intake approximately twice a week. They take and process the applications and maintain the on-going cases which enables them to build a solid working relationship with the families that are being served.

C. Child Care

When the availability of child care funding is less than the amount needed to serve all eligible children, Catawba County Social Services has the option to give some children priority for services. The names of all children who cannot be served will be maintained on a waiting list. When funds become available to reduce the waiting list, children will be removed in the order of priority. Within each priority group, families will be served on a first come, first serve basis.

Families in the following categories will be exempt from the waiting list:

- Priority #1 – Child Protective Services
- Priority #2 – Teen Parents enrolled the local school system
- Priority #3 – Foster Parents
 - Full or part time employed
 - Full or part time post-secondary education
- Priority #4 – Work First parents who are participating in mandatory activities (including Post-Secondary Education) to fulfill their Work First Employment and Training requirements and are in full compliance with their Mutual Responsibility Agreement.

Families will be served in the following order:

- Siblings of families that are currently receiving Day Care Services
- Chronological order based on the date that the family went on the waiting list

D. Transportation

Approximately \$12,000 from the Work First Block Grant will be allocated for transportation services for state fiscal year 2026-2029. Strategies included the utilization of:

- Public Transportation: Western Piedmont Regional Transit Authority – Greenway Public Transportation
- Mileage reimbursement – Work First families are reimbursed 21 cents per mile in order to participate in their component with a cap of \$100.00 per month
- Transportation for Work First recipients during their retention period – A maximum of four months' transportation assistance is provided for all Work First customers that are working (20 hours or more per week), no longer receiving Work First cash assistance and, as long as their income is below the 200% of poverty level.

E. Substance Use/Mental Health

It can be anticipated that many of the Work First participants with substance use, mental health issues, and/or disabilities will have difficulty meeting the goal of the Work First program.

Work First and The Cognitive Connection have committed to work together in order to craft a plan that addresses local community needs. As part of the Work First – Substance Abuse Initiative, The Cognitive Connection provides one FTE Qualified Professional Substance Abuse (QPSA) stationed on site at Social Services to conduct initial substance abuse screenings and assessments for the Work First population. The QPSA screens and makes appropriate referrals of other mental health issues. Substance abuse services provided by this program include, but are not limited to the following: Screenings, Assessments, Treatment Planning, Referral to Treatment Services and Case Management services. (MOA Attached)

Substance Use Screening: All Applicant/Recipients applying for the Work First program will be given an initial substance abuse screening by the Work First case manager – the Audit/Dast. If the results of this screening detect a possible substance issue, the QPSA or Licensed Professional will conduct a complete assessment.

Substance Use Assessments: The QPSA or Licensed Professional will conduct a substance abuse assessment, which will include an in-depth clinical interview and the use of a statewide-approved assessment tool.

Treatment Planning and Referral to Treatment Services: When the QPSA identifies a Work First participant as having a substance abuse issue, the QPSA begins the treatment planning process with the identified person. The

QPSA and customer will develop a Mutual Responsibility Agreement addressing these issues and appropriate referrals are made for treatment.

Community Support Services: The QPSA stationed at Social Services provides ongoing care coordination, including tracking of progress.

F. Family Violence Option

Violence in the family may be a substantial barrier to self-sufficiency for many families. Catawba County, recognizing the impact that violence can have on families, has a Memorandum of Understanding with Shelter Home of Caldwell County in order to determine services needed and provide appropriate services to participants, as well as to determine the extent to which the violence is an impediment to self-sufficiency. Shelter Home of Caldwell County will provide the following services:

- Individualized assessments for each participant referred by the Work First case manager. Based on the assessment the participant may receive ongoing counseling, psychological testing, and/or supportive services.
- Case consultation with the Work First case manager.

Catawba County Social Services – Work First and Shelter Home of Caldwell County agree to closely coordinate activities in order to assure a coordinated plan and no duplication of services. Shelter Home of Caldwell County and Work First agrees to maintain said information in a strictly confidential manner.

If a participant is unable to participate in work activities or comply with other Work First requirements at the time of assessment, the participant may request a waiver. The Work First case manager will use the assessment report from Shelter Home of Caldwell County in conjunction with other information concerning the case, to determine if a waiver should be granted and for how long.

G. Other Services

Vocational Rehabilitation: When a participant presents with a disability the Work First case manager will make a referral to Vocational Rehabilitation. All Work First applicants and recipients referred to Vocational Rehabilitation must complete the VR application and comply with all of their recommendations. Work First and Vocational Rehabilitation agree to closely coordinate activities in order to assure a coordinated plan and no duplication of services. (MOA attached)

H. Maintenance of Effort (MOE)

The following activities, staff and services will be funded using Maintenance of Effort (MOE) funds:

- Work First Staff
- TANF Fraud Investigative Staff
- Work First Participant Expenses
- Work First Child/Adult Care
- Work First Transportation Expenses
- Retention Services
- Enrichment Services
- Group Support
- Contract – Legal Aid
- Work First Cash – Emergency Assistance
- Others as needed

I. Child Welfare Services

Eighty-Three percent (83%) of the Work First Block Grant will be devoted to Child Welfare Services/ TANF CPS/FC/Adoption per fiscal year.

VI. Emergency Assistance

Catawba County will continue to address the emergency needs of families with a combination of resources. Catawba County is fortunate to have numerous agencies in our county with resources available to help families that are facing an emergency situation. These agencies have a long history of serving the needs of families in crisis: Salvation Army, Greater Hickory Cooperative Christian Ministry and Eastern Catawba Cooperative Christian Ministry are just three of the agencies in our area providing these type of emergency assistance programs.

Catawba County Social Services will continue to appropriate a portion of its TANF allocation to the Emergency Assistance Program. As we have capitalized on our relationships with these community partners we have chosen to reduce the funding in this area so that we can better utilize our resources across the community and avoid duplication of efforts.

To be eligible for Emergency Assistance, the family must:

- 1) Have a child that meets the Work First Family Assistance guidelines in the home who is related to the specified relative
or be preparing for the return of a child (i.e. child being returned to home from foster care) within the next 60 days
or be the legal custodian or guardian for a minor child in their care (Per Work First Manual)
- 2) Be a US citizen or an eligible alien.
- 3) Be in an emergency situation caused by *circumstances beyond the control of the family* (loss or significant decrease in income, fire, unusual medical expenses that have left the family unable to meet their normal living expenses, etc.)
- 4) Have total countable reserve equal to or below \$3000. Liquid assets are limited to \$300. Vehicles are not counted in reserve. Liquid assets are cash on hand, current savings account balance, checking account balance (except what is needed to pay bills), stocks, bonds, mutual fund shares, savings certificates and revocable trust funds.
- 5) Have a monthly total countable income equal to or below 200% of the federal poverty level. Countable income is the same as for Work First Family Assistance. Use a base period of the month prior to the month of application. Convert income to a monthly amount (by using conversion factors of 4.3, 2.15). Add together the countable earned and unearned income. Compare to the income chart to determine if income eligible.
- 6) Cannot have received EA within the past twelve months.
- 7) Must apply for EA in the county in which they live.
- 8) Is eligible for a 30-day period, once approved. Payments may not exceed \$300 in a 30-day period. Benefits may not be provided under EA more than one time in a twelve-month period.

- 9) Must cooperate with Child Support, if there is not already an open child support case and if there is no cost, before the EA application can be approved (within 5 days).
- 10) Must be evaluated for Food and Nutrition Services, if not already receiving before the EA application can be approved (within 5 days).

The Agency must:

- 1) Make a decision to approve or deny the EA application within five workdays from the date of application.

Evaluation of Emergencies

- 1) EA cannot be used to improve the family's standard of living.
- 2) Explore whether any member of the family will have income that can be used to meet the emergency. (Will they get paid again before the power bill is due?)
- 3) Explore with them the steps they have taken to alleviate the emergency.
- 4) Evaluate whether or not the family has experienced a sudden change that has led to a decrease in income or created an extra expense
- 5) Evaluate to determine if they caused their own emergency. Do they have a history of being in a crisis situation? If so, explore other options.
- 6) Determine if EA will prevent recurrence of the emergency. Will they be able to maintain on an ongoing basis if we alleviate this emergency or will they have the same problem next month?
- 7) If the family has been penalized for failure to comply with WFFA program requirements, and the emergency could have been prevented had they complied, deny the EA application.
- 8) Catawba County will allow for medical services such as prescriptions, eyeglasses, and doctor visits if the expense is not covered by the Medicaid Program **and** the individual is receiving Medicaid. (MOE)
- 9) TANF funds will not be used to assist with rent if the applicant is already receiving other federal, state, local subsidized rent.

The following services will be provided with TANF Emergency Assistance:

- To assist with rent in order to maintain the shelter, unless family is already receiving other federal, state, local subsidized rent.
- Assistance with utilities if not related to Heating or Cooling.
- Medical services such as prescriptions, eyeglasses, and doctor visits if the expense is not covered by the Medicaid Program **and** the individual is receiving Medicaid (see #8 above)

VII. Services to Low Income Families (under 200% of Poverty)

Catawba County's unemployment rate is currently at 3.3%. With the increase in employment opportunities, we have experienced a decrease in those requesting these services. Catawba County is fortunate to also have agencies in our community that can assist families with some of these services so that families are able to continue to be self-sufficient. Even with a decrease in the number of requests for these services, Catawba County will continue to offer this program. However, because of the decrease in the requests for this service we have decreased the funding in this area to better utilize these resources.

Catawba County will provide services to families with income at or below 200% of poverty when: the family is a former Work First family, the adult is working, the custodial parent is cooperating with child support, the adult is receiving or has applied for Food Assistance and Family Medicaid, and the services provided will assist the adult in maintaining employment which will keep the family from reentering the traditional Work First Program.

The following services may be provided:

- Short term housing;
- Child and Family Enrichment Activities;
- Transportation;
- Child Care;
- Parenting training/services;
- Work-related expenses; and
- Case management.
- Other appropriate services that can be funded by TANF and MOE that would prevent the family from losing employment and returning to Work First.

Eligibility for services will be determined per state policy:

- Family's total gross monthly income is at or below 200% of the federal poverty level (accept family's statement, unless it is questionable);
- Same definition of a family as used for current Work First participants;
- At least one child in the family must be under 18 and meet the same kinship and living with rules as current Work First families; and
- Complete and maintain the eligibility worksheet.

All Work First citizens who are subject to the work requirements will be served before offering or providing the above listed services to "families with children at or below the 200% federal poverty level." Catawba County will ensure that all Work First citizens are served first through the organization of the Work First unit. In Catawba County, it is the responsibility of the Work First Case Manager to implement the entire Work First Program -- cash assistance and employment. Therefore, from the moment the applicant presents

her/himself for any of the Work First services, the focus is on helping the family meet their financial needs through employment and child support. On the day of application, the case manager begins to lay the foundation and ground rules for the program.

VIII. Services to Non-Custodial Parents (optional)

Catawba County will not offer services to non-custodial parents.

IX. Exemption from the Work Requirements

Catawba County will follow the State Policy regarding exemptions from the Work Requirement for a single parent with a child under the age of one (1) and allow a 12-month exemption.

X. Innovative County Strategies

Catawba County has historically demonstrated creative and highly effective collaborative efforts combining the skills and resources of multiple agencies and programs. The same is true of this effort. Several successful initiatives are currently in place to protect children and strengthen families. These projects include:

Legal Services for Child Only Cases: Catawba County has a contract with Legal Aid of North Carolina to provide legal services to 'child only' Work First Family Assistance citizens and, if applicable and appropriate, to 'regular' Work First Family Assistance citizens to increase the family stability for the children. The legal services provided included:

- Counsel and Advice
- Preparation of documents such as education affidavits, health care consent forms
- Representation in custody, guardianship, and adoption proceedings

Catawba County Career Center: Catawba County's Career Center is located at the Division of Workforce Solutions - NC Works office. The center's partners include:

- Social Services – Work First
- Catawba Valley Community College
- Division of Workforce Solutions
- Vocational Rehabilitation
- Goodwill Industries
- Cognitive Connection
- Senior Community Service Employment Program

The services offered at the center include:

- Career Testing/Assessment
- Mock Interviews
- Job Referral and Listings
- Labor Market Information
- Referrals for Supporting Services
- Resume Preparation

Retention Services: Catawba County provides a one-time lump sum Employment Retention Bonus of \$400 to Work First participants whose Work First check terminates due to earned income and who remain employed:

- With the same employer (unless the change is an improvement), and
- Employed full time (30+ hours per week) for four consecutive months following termination of their Work First Cash benefit, and
- Income eligible based on the 200% level of poverty worksheet

XI. Special Issues

Catawba County had an unemployment rate of 3.3% in October 2024 while the State's rate was 3.7%. 12.5% of Catawba County's citizens over the age of 25 do not have a high school degree or equivalent while nearly all of the jobs available in Catawba County require a minimum of a high school degree or equivalent.

XII. Eligibility

Catawba County will follow criteria established and implemented by the State regarding for the following:

- Definition of Relationships;
- Payment levels (EA, 200% services, child welfare);
- Countable Income;
- Sanctions;
- Time Limits and Extensions;
- Exemptions, and exceptions to requirements;

Applicants must apply for Medicaid or be receiving Medicaid before applying for Work First.

Catawba County proposes changes to the following policies. These changes will be implemented once the State and Catawba County's plan has been approved.

1. Benefit Diversion Requirements:

Catawba County will follow the State regarding benefit diversion with the following exceptions:

Applicant must cooperate with Child Support, apply or be receiving Food Assistance, and the applicant must register with Division of Work Force Solutions - NC Works if not already employed or job being held for the applicant and if monetarily eligible for Unemployment Benefits (UIB) must apply for the UIB prior to approval of the Benefit Diversion application.

2. Cooperation with Child Support is an eligibility requirement:

Applicant must cooperate with child support within 12 calendar days of applying for WFFA. If the applicant fails or refuses to do so without good cause, deny the application for WFFA and notify the Medicaid worker (applicants must apply for Medicaid before applying for WFFA).

3. Evaluate for or be receiving Food Assistance:

Applicant must be receiving Food Assistance or be evaluated for Food Assistance within 12 calendar days of applying for WFFA. If the applicant fails or refuses to do so without good cause, deny the application for WFFA and notify the Medicaid worker (applicants must apply for Medicaid before applying for WFFA).

4. Vocational Rehabilitation:

All Work First recipients referred to Vocational Rehabilitation as part of their Outcome Plan (MRA) must complete the application and comply with all recommendations. Failure or refusal to comply without good cause will result in the case being terminated. Future eligibility is contingent upon completing the application and cooperating with Vocational Rehabilitation.

5. Job Quit:

Job quit (treated the same as non-compliance with the MRAs) will be applied to (all cases that an adult is included in the grant) that have been informed of the

Job Quit Policy at any time in their history of receiving Work First and who voluntarily quit a job, refuse to accept a bona fide job offer, request a reduction in hours, all without good cause or are terminated with cause. The following statement from the MRA-B will be added to MRA-A "I will accept and keep any reasonable job offered to me. I will not quit a job, refuse an offer of employment or fail to follow up on job referrals without good cause."

6. Eligible Household:

Cases where all children in the household are receiving SSI, Foster Care or Adoption Assistance benefits will not be eligible for Work First as there is no eligible child in the home. This does not apply to Benefit Diversion cases.

7. Recertifications for Child Only Cases:

For child only recertifications the caretaker can complete the required interview via telephone instead of face-to-face.

8. Resource Requirements:

Eliminate the resources limits for Child Only Cases. The county will follow the state's standard policy for all other cases.

9. County Transfers:

When a Work First case is transferred to Catawba County, an appointment will be made for a client to come to the office within ten business days to sign a new MRA and be evaluated for any needed documentation. Failure to keep the appointment will result in the WF case being closed at the end of the current month (unless there is good cause).

10. Reopen/Reapplication:

If a Work First case is closed for any reason (without good cause), the case will not be eligible for re-open. The applicant/recipient may reapply for Work First.

11. Work Requirements/Services:

All adults in an Employment case must have a High School Degree or equivalent OR be enrolled in a GED or Adult High School classes unless there is good cause.

12. Support Services:

A Child Enhancement fund will be created to work with families in providing financial assistance to enhance the quality of life for the child. Examples: band fees, uniform fees, dues for Girl Scouts/Boy Scouts, etc.

XIII. Community Service

Catawba County will not utilize the Community Service Component

XIV. Appeals Process

Catawba County will have a two-tier appeals process that substantially complies with state law (G.S. 108A-79).

A line supervisor in the Family Support Division who has not had any involvement with the family or the case will conduct the first tier of the hearing process. Unless the family requests an extension with good cause, this hearing must be held within five workdays of the request. A written statement of the decision must be served by certified mail to the appellant within five working days of the first tier hearing. The first-tier hearing follows all of the time frames and conditions of state/standard county policy.

If the family wishes to appeal the decision rendered by the first tier appeal, the family must notify Catawba County Social Services within 15 days of the date the initial decision was mailed to the appellant. If the appellant withdraws their request for the second-tier appeal prior to the hearing date the decision of the first-tier hearing stands. The second tier hearing will take place within ten workdays and will be recorded. A supervisor who has not had any involvement with the family or the case will conduct the second-tier hearing. The hearing officer will render his/her decision within 45 days.

Catawba County policy will differ from G.S. 108A-79 in that the Hearing Officer who conducts the second tier hearing has only 45 days to render a decision and that decision will be considered final.

Any applicant/recipient who is dissatisfied with the final decision of the Department may file, within 30 days of receipt of notice of such decision, a petition for judicial review in Superior Court of Catawba County. Failure to file a petition within the time stated shall operate as a waiver of the right of such party to review.

XV. Review Prior to Expiration of Time Limits

Catawba County will continue to follow criteria established and implemented by the State for reviewing cases prior to the expiration of time limits. In addition, the supervisor will review and monitor weekly/monthly state reports regarding families time limits. The supervisor will continue to complete monthly staffing with the Work First case managers to review the time used by each participant to discuss actions that are needed to be taken to empower the family to move towards self-sufficiency.

Each time a Mutual Responsibility Agreement is developed, the Eligibility Tracking Update screen will be reviewed, discussed and signed by the case manager and participant to ensure that both parties are aware of the months left on the time clock.

XVI. Funding Requirements

Amount of the county block grant earmarked for Child Welfare Services is 83% for all fiscal years.

Amount of the county block grant designated for Work First Diversion Assistance, Work First Family Assistance, Work First Services and Maintenance of Effort contribution:

	<u>WFBG</u>	<u>MOE</u>	<u>Total</u>	
Child Welfare Services	\$ 2,292,585.00	\$ 1,082,850.00	\$ 3,375,435.00	
TANF CPS/FC/Adoption	\$ 179,840.00	\$ -	\$ 179,840.00	
Total WFBG for Children	\$ 2,472,425.00	\$ 1,082,850.00	\$ 3,555,275.00	83%
WF Administration	\$ 5,000.00	\$ 480,000.00	\$ 485,000.00	
WF Child Enhancement Fund		\$ 2,000.00	\$ 2,000.00	
WF Other Purchased Svcs		\$ 7,500.00	\$ 7,500.00	
WF Emergency Asst		\$ 10,000.00	\$ 10,000.00	
WF 200%		\$ 2,500.00	\$ 2,500.00	
WF Family Assistance	\$ 195,000.00		\$ 195,000.00	
WF Benefit Diversion	\$ 5,000.00		\$ 5,000.00	
Total WFBG for Families	\$ 205,000.00	\$ 502,000.00	\$ 707,000.00	17%
Grand Total	\$ 2,677,425.00	\$ 1,584,850.00	\$ 4,262,275.00	

*See page 17, Section VI Emergency Services for an explanation of funding.

** See page 19, Section VII Service to Low Income Families for an explanation of funding.

XVII. Certification

As Chairman of the Catawba County Board of Commissioners, I hereby certify that during each fiscal year to which this plan is applicable:
This program will be known as the Catawba County Work First Program;

The provision described in this plan will be carried out in accordance with state and federal law;

This plan was developed based upon recommendations of the Planning Committee, current Work First participants, and Social Service/Work First Staff.

I also certify that:

The citizens of Catawba County have been given an opportunity to review this plan.

The Catawba County Board of County Commissioners has approved this plan and is the entity responsible for the Catawba County Work First Program.

C. Randall Isenhower, Chair
Catawba County Board of Commissioners

Date

MEMORANDUM

TO: Catawba County Board of Commissioners
FROM: Finance and Personnel Subcommittee
DATE: February 17, 2025
SUBJECT: Hickory City Schools (HCS) – Hickory High School Renovations Project Addition

Request:

The Finance and Personnel Subcommittee requests appropriation of \$42,000 from Schools Capital Fund Balance to the Hickory High School Renovations project to repair a loose piping chase.

Background:

Hickory High School has a piping chase, which is an architectural feature used to house pipes in the ceiling, that is coming loose from the rest of the ceiling grid. The loose piping chase is in a breezeway that connects the main building to the gym. This breezeway is heavily traveled by students, teachers, and basketball spectators and as such, creates a significant safety hazard that needs to be addressed immediately. HCS staff obtained a quote of \$42,000 to complete the needed repairs.

Recommendation:

The Finance and Personnel Subcommittee recommends appropriation of \$42,000 from Schools Capital Fund Balance to the Hickory High School Renovations project to repair a loose piping chase.

Supplemental Appropriation:

Revenue:

420-750100-690100	Fund Balance Applied	\$42,000
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Expense:

420-750100-865200-32104-3-19	HHS Renovations	\$42,000
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MEMORANDUM

TO: Catawba County Board of Commissioners
FROM: Finance and Personnel Subcommittee
DATE: February 17, 2025
SUBJECT: Lake Norman Marine Commission Lyngbya Treatment Cost Share

Request:

The Finance and Personnel Subcommittee requests appropriation of \$24,137 from General Fund Fund Balance for Catawba County's share of lyngbya treatment on Lake Norman in Fiscal Year 2024/25.

Background:

Recently, an invasive algae called lyngbya has spread in Lake Norman. Planned treatment of 10 acres over a four-year period began in 2024, with approval of \$10,000 per Lake Norman Marine Commission member county. Initial surveys indicated these efforts were successful; however, the annual state lake survey showed lyngbya present in three area lakes, with the need to treat 25 acres of Lake Norman, 25 acres of Mt. Island Lake, and 10 acres of Lake Wylie. If left unmanaged, lyngbya will proliferate and affect lakefront property owners, recreational users, and potentially drinking water. As a result, a coalition was formed between the Catawba Wateree Water Management Group, Lake Norman Marine Commission, Lake Wylie Marine Commission, Charlotte Water, and Duke Energy to develop a more efficient, coordinated four-year program for lyngbya management. Details of the management plan as well as anticipated costs were shared at a symposium held on January 15, 2025, at Charlotte Water's water treatment plant in Huntersville and are attached to this memo.

The total four-year cost to treat the lyngbya across all three lakes is \$1,180,974 plus \$60,000 for program management, of which \$482,734 plus \$20,000 for program management is needed for Lake Norman. Each county bordering the lakes is asked to contribute an equal share towards the treatment costs of their respective lakes each year. Charlotte Water has also committed to being an equal funding partner for Lake Norman and Mt. Island Lake since they have drinking water intakes in these lakes. Duke Energy will fund program management and provide in-kind services to address any public questions or concerns. NC State University will provide technical support. The Catawba Wateree Water Treatment Management Group will receive all funding from the partners and contract for treatment services for the coalition. The total request from Catawba County over four years is \$96,547, or \$24,137 annually. The first payment is requested by April 1, 2025, so that treatment can begin by mid-April.

Recommendation:

The Finance and Personnel Subcommittee recommends appropriation of \$24,137 from General Fund Fund Balance for Catawba County's share of lyngbya treatment on Lake Norman in Fiscal Year 2024/25.

Supplemental Appropriation:

Revenue:

110-190050-690100	Fund Balance Applied	\$24,137
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Expense:

110-270050-868181	Catawba Wateree Water Treatment Management Group	\$24,137
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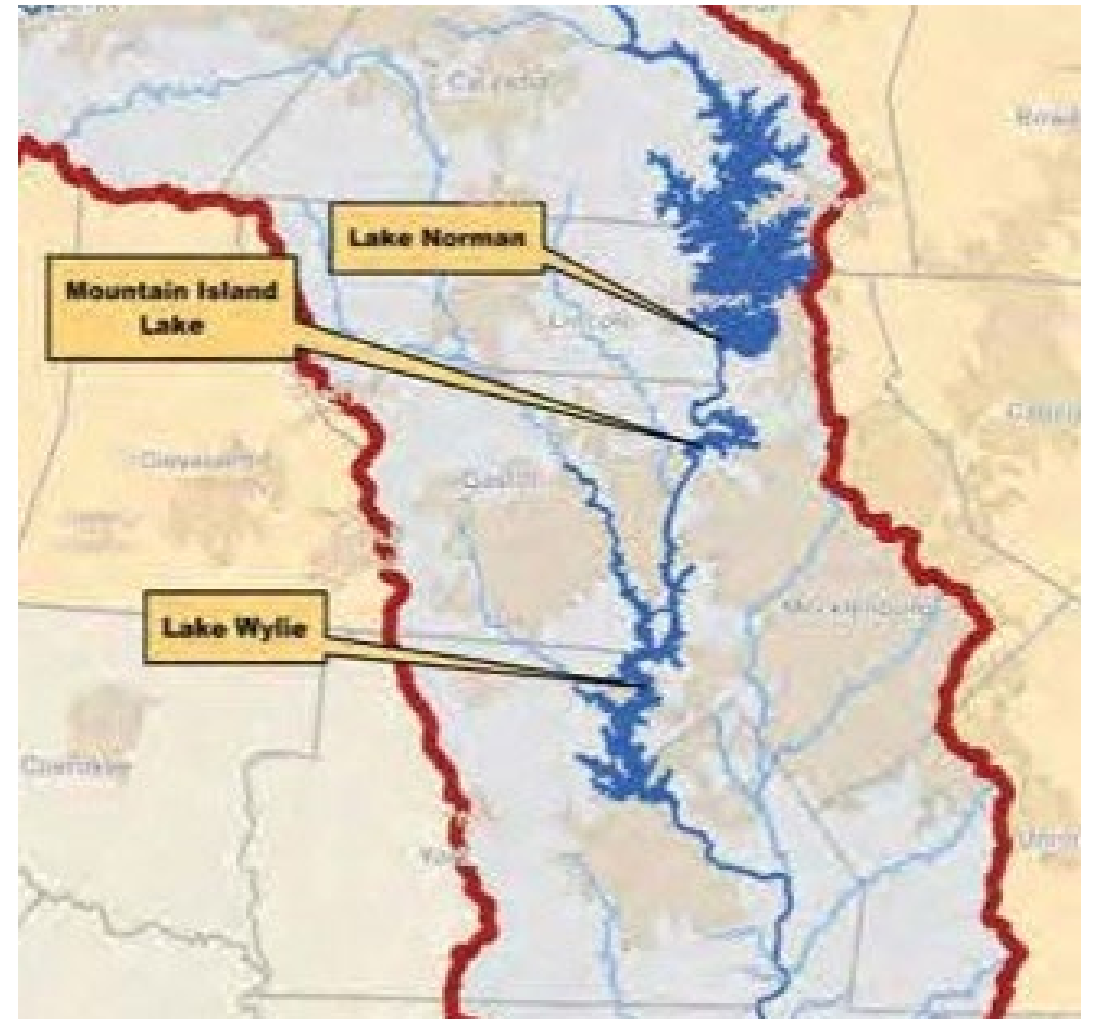
Lyngbya Treatment Budget*

Year	Lake Wylie	Mt. Island Lake	Lake Norman	Total
2025	\$ 50,000	\$ 112,000	\$ 112,000	\$ 274,000
2026	\$ 52,500	\$ 117,600	\$ 117,600	\$ 287,700
2027	\$ 55,125	\$ 123,480	\$ 123,480	\$ 302,085
2028	\$ 57,881	\$ 129,654	\$ 129,654	\$ 317,189
Total	\$ 215,506	\$ 482,734	\$ 482,734	\$ 1,180,974
Program Mgmt**	\$ 20,000	\$ 20,000	\$ 20,000	\$ 60,000
				\$ 1,240,974

* Assumes the following treatment areas/lake

Lake Wylie	10 ac	2025 Treatment Cost	\$48,291
Mt. Island	25 ac		\$110,227
Lake Norman	25 ac		\$110,227

** Assumes Program Mgmt cost of not more than \$5,000/yr per lake



Lyingbya Treatment Cost Share*



<u>Funding Partner</u>	<u>Lake Wylie</u>	<u>Mt. Island Lake</u>	<u>Lake Norman</u>	<u>Total</u>	<u>Annual Contribution*</u>
Charlotte Water		\$ 160,911	\$ 96,547	\$ 257,458	\$ 64,365
Catawba Co			\$ 96,547	\$ 96,547	\$ 24,137
Gaston Co	\$ 71,835	\$ 160,911		\$ 232,747	\$ 58,187
Iredell Co			\$ 96,547	\$ 96,547	\$ 24,137
Lincoln Co			\$ 96,547	\$ 96,547	\$ 24,137
Mecklenburg Co	\$ 71,835	\$ 160,911	\$ 96,547	\$ 329,294	\$ 82,323
York Co, SC	\$ 71,835			\$ 71,835	\$ 17,959
Total Funding	\$ 215,506	\$ 482,734	\$ 482,734	\$ 1,180,974	\$ 295,244
Duke Energy**	\$ 20,000	\$ 20,000	\$ 20,000	\$ 60,000	\$ 15,000

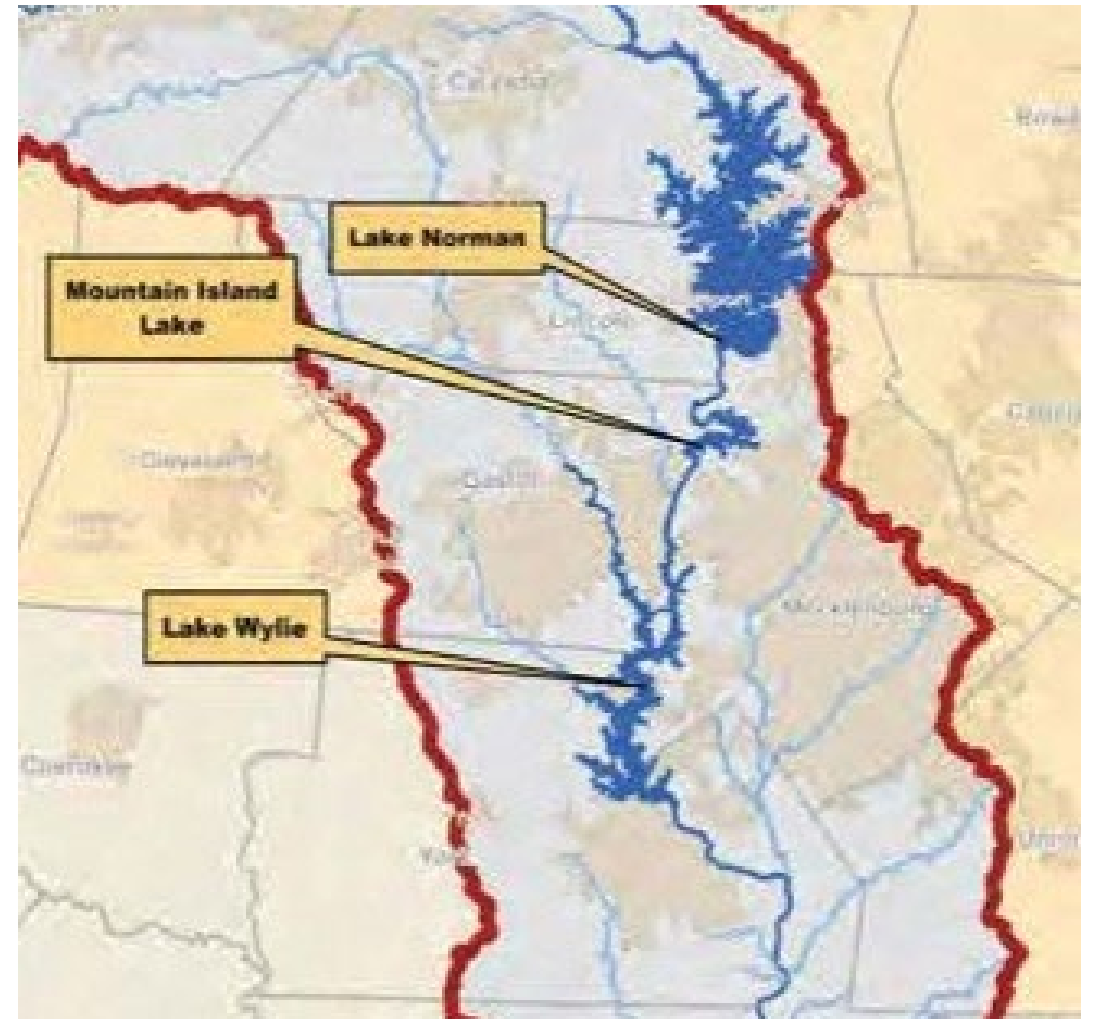
* Annual contribution amount based on anticipated 4 yrs of treatment required and acreage identified in each lake

** Duke Energy is covering Program Management and providing considerable in-kind services to handle public response

Lyngbya Management Program



- Request funding partners contribute annually per cost share proposal
- Funding will be needed through 2028
- Funds will be held by CWWMG
- CWWMG will contract with applicator
- Duke Energy will provide program management and handle public response
- NC State will provide technical support
- Marine Commissions and CWWMG will provide status updates to funding partners



MEMORANDUM

To: Catawba County Board of Commissioners
From: Finance and Personnel Subcommittee
Date: February 17, 2025
Subject: Microsoft 365 addition to Microsoft Enterprise Agreement

Request

The Finance and Personnel Subcommittee requests the Board of Commissioners approve appropriations in the amount of \$483,148 to recognize the addition of Microsoft 365 (MS365) to the existing Microsoft Enterprise agreement, meeting GASB 96 criteria as a long-term debt obligation.

Background

Catawba County implemented Governmental Accounting Standards Board (GASB) 96 in fiscal year 2024. This new accounting standard requires recognition of Subscription-Based Information Technology Agreements (SBITAs) with non-cancellable periods greater than 12 months as long-term debt obligations. In addition, payments made to satisfy the debt obligation must be recognized as debt service payments versus operating expenses.

The existing Microsoft Enterprise Agreement was recognized as a long-term debt obligation under GASB 96 in fiscal year 2024. With the recent addition of MS365 to that agreement, subscription costs of \$483,148 for the remaining two years of the original Microsoft agreement must be added to the current long-term debt obligation. (Implementation of MS365 is currently underway.)

Recommendation

The Finance and Personnel Subcommittee recommends the Board of Commissioners approve appropriations in the amount of \$483,148 to recognize the addition of MS365 to the existing Microsoft Enterprise agreement, meeting GASB 96 criteria as a long-term debt obligation.

Supplemental Appropriation

110-410200-690416	SBITA Liabilities Issued	\$483,148
110-410200-980102	Capital Outlay-SBITA	\$483,148

MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Policy and Public Works Subcommittee

DATE: February 10, 2025

IN RE: Bay Pointe Subdivision Road Improvement Project: Construction Bid Award and Appropriation.

REQUEST:

The Policy and Public Works Subcommittee requests the Board of Commissioners:

1. Award the bid for the Bay Pointe Subdivision Road Improvements to J.T. Russell & Sons Inc., of Conover, in the amount of \$242,731.55;
2. Transfer \$250,000 from Subdivision Road Improvement Future Projects; and
3. Authorize the County Manager to execute all necessary documents associated with the project.

BACKGROUND:

In 2020, the Board established a petition-driven program to facilitate acceptance of private roads into NCDOT's Secondary Road Maintenance Program, which is consistent with NCGS §153A-185 *Authority to Make Special Assessments*. Through this program, the County provides up-front financing to improve private roads to NCDOT standards, so NCDOT can assume maintenance responsibility. The cost of improvements is assessed against the property owners and recouped over a 10-year period through the special assessment process. To participate in the program, at least 75 percent of the homeowners to be assessed must voluntarily sign a petition supporting the project, and the owners who sign the petition must account for at least 75 percent of the road frontage to be improved through the assessment. The Board of Commissioners must then authorize the project prior to any construction efforts. In 2022, the Board established the \$2.5 Million Subdivision Road Improvement Fund, and authorized the dedication of special assessment repayment revenue to the Fund, thereby establishing a clear funding mechanism for subdivision road improvement projects.

Property owners of the Bay Pointe subdivision, fronting on Bay Pointe Drive, Golden Bay Court and West Bay Drive, followed the above process to petition the County to finance repairs to their subdivision roads for the purpose of bringing the roads up to NCDOT standards. Bay Pointe subdivision is located off Little Mountain Road and consists of approximately 50 homes or lots. The repairs consist of removal of objects within rights-of way; replacement of approved NCDOT drainage structures; regrading of road shoulder to allow water drainage, pavement milling, base reconditioning / reconstruction in some areas, and repaving with 1.5 inches of asphalt.

The table below summarizes the statutory process for establishing private road assessments and, for the items that have already been completed, provides the dates on which the Board of Commissioners each took the required action. The table also outlines the remaining steps the Board will still need to take to implement the assessment (*noted in italics*).

NCGS §	Date	Action Items
153A-205	8/2/2024	Citizens petition BOC with >75% of property owners & >75% of road frontage.
153A-190 & 153A-191	10/21/2024	BOC accepts Citizen Petition, makes funding decisions and adopts Preliminary Resolution describing the Project, financing and setting time for Public Hearing.
153A-192	11/4/2024	BOC holds Public Hearing on Preliminary Assessment Resolution.
153A-192	11/4/2024	BOC considers adopting Final Resolution approving Project, setting financing terms.
143-131	11/26/2024	Project is bid in accordance with NC Procurement Procedures.
143-131	2/17/2025	<i>Bid awarded.</i>

153A-193 & 194	<i>tbd</i>	<i>BOC determines Project Total Cost, sets date and time for Public Hearing on the Preliminary Assessment Rolls.</i>
153A-195	<i>tbd</i>	<i>BOC holds Public Hearing on the Preliminary Assessment Rolls annuals, confirms Preliminary Assessment Rolls. If confirmed, Tax Administrator is authorized to collect assessment fees in the same manner as property taxes.</i>

On January 21, 2025, the County received a total of one bid for Bay Pointe:
JT Russell & Sons Inc. \$252,731.55

On January 31, 2025, the County received a revised bid for Bay Pointe:
JT Russell & Sons Inc. \$242,731.55

The only responsive bid is from J.T. Russell & Sons, Inc. for 242,731.55, which is .018% lower than the estimated cost.

The minimum assessment for each affected parcel in Bay Pointe, based on the bid only, is estimated to be \$4,854.63. Statutorily, the project's total cost may include the actual construction cost, necessary legal costs, and the cost of publishing and mailing notices and resolutions and will be finalized at the end of the project.

RECOMMENDATION:

The Policy and Public Works Subcommittee recommends the Board of Commissioners:

1. Award the bid for the Bay Pointe Subdivision Road Improvements to J.T Russell & Sons Inc., of Hickory, in the amount of \$242,731.55;
2. Transfer \$250,000 from Subdivision Road Improvement Future Projects; and
3. Authorize the County Manager to execute all necessary documents associated with the project.

Transfer:

413-460113-868505-19990	Subdivision Road Improvement Future Projects	\$250,000
413-460113-868505-17011	Bay Pointe Subdivision Road Improvements	\$250,000

MEMORANDUM

To: Catawba County Board of Commissioners
From: Policy and Public Works Subcommittee
Date: February 17, 2025
Subject: Sale of Surplus Property located at 17 Hwy 70 SE, Hickory, North Carolina, by Offer and Upset Bid Process

Staff Requests

The Policy and Public Works Subcommittee requests the Board of Commissioners approve the attached resolution declaring the County-owned property located at 17 Hwy 70 SE, Hickory surplus and begin the upset bid process, based on an offer to purchase the property by Everett-Two, LLC, in the amount of \$650,000.

Background

Everett-Two, LLC, owns the tract of land immediately adjoining this 2.04-acre tract owned by Catawba County, and has expressed an interest in acquiring the property for business purposes. Everett-Two, LLC, made an offer to purchase for \$650,000 and submitted a bid deposit of \$32,500, as required by County policy and State law.

The County does not have any specific use for this property at the present time or in the foreseeable future. The property's assessed value is \$529,800. A recently conducted appraisal yielded a market value of \$535,000 for the parcel.

If authorized by the Board, notice of the bid will be advertised in the Hickory Daily Record and on the County's website, and upset bids may be made to the County within ten (10) days of publication. If an upset bid is received, that bid will be re-advertised until there are no further upset bids. The Board will then either accept or reject the offer. If the offer is accepted, the property will be sold to the highest bidder. The successful bidder must present cash or a certified check for the entire balance due at the time of closing.

Recommendation

The Policy and Public Works Subcommittee recommend the Board of Commissioners approve the attached resolution declaring the County-owned property located at 17 Hwy 70 SE, Hickory surplus and begin the upset bid process, based on an offer to purchase the property by Everett-Two, LLC, in the amount of \$650,000.

RESOLUTION # _____

RESOLUTION AUTHORIZING SALE AND UPSET BID PROCESS

Parcel ID: 370215636586

WHEREAS, Catawba County owns certain property located at 17 Hwy 70 SE, Hickory, North Carolina, as shown in Deed Book 439 at Page 180 in the office of the Register of Deeds for Catawba County, to which Deed reference is hereby made for more complete description; and

WHEREAS, North Carolina General Statute §160A-269 permits the County to sell property by upset bid, after declaring the property surplus and receiving an offer to purchase the property; and

WHEREAS, the County has received an offer to purchase the property described above, in the amount of \$650,000, submitted by Everett-Two, LLC; and

WHEREAS, Everett-Two, LLC, has paid the required five percent (5%) deposit on the offer; and

WHEREAS, the Catawba County Board of Commissioners acknowledges the offer of \$650,000, subject to the upset bid procedure, for the property located at 17 Hwy 70 SE, Hickory, North Carolina.

NOW, THEREFORE, the Catawba County Board of Commissioners resolves that:

1. The Catawba County Board of Commissioners declares the property located at 17 Hwy 70 SE, Hickory surplus and authorizes the sale of the property described above through the upset bid procedure of North Carolina General Statute §160A-269.
2. The County Clerk shall cause a notice of the proposed sale to be published. The notice shall describe the property and the amount of the offer and shall state the terms under which the offer may be upset.
3. Persons wishing to upset the most recent offer received shall submit a sealed bid with their offer to the office of the County Clerk within ten (10) days after the notice of sale is published. At the conclusion of the 10-day period, the Purchasing Manager shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.
4. If a qualifying bid is received, the County Clerk shall cause a new notice of upset bid to be published and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received.
5. A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first \$1,000 of that offer and five percent (5%) of the remainder of that offer.
6. A qualifying higher bid must also be accompanied by a deposit equal to five percent (5%) of the bid; the deposit may be made in cash, cashier's check, or certified check. The County will return the deposit on any bid not accepted and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The County will return the deposit of the final high bidder at closing.
7. The terms of the final sale are that the property is sold "as is," and the buyer must pay with cash, cashier's check or certified check at the time of closing.
8. The County reserves the right to withdraw the property from sale at any time before the final high bid is accepted and the right to reject all bids at any time.

9. If no qualifying bid is received after the initial public notice, the offer set forth above by Everett-Two, LLC is hereby accepted. The appropriate County officials are authorized to execute the instruments necessary to convey the property. All other bids must be accepted by the Board of Commissioners.

This the 17th of February, 2025.

C. Randall Isenhower, Chair
Catawba County Board of Commissioners



Tax/Value Information:

City Tax District: HICKORY

County Fire District: All in City

Building(s) Value: \$306,400

Land Value: \$223,400

Assessed Total Value: \$529,800

Year Built/Remodeled: 1954

MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Chris Timberlake, Planning Director

DATE: February 17th, 2025

IN RE: Map Review Officer Designation

REQUEST

Staff requests the Board of Commissioners amend the list of Map Review Officers by adoption of the attached resolution.

BACKGROUND

North Carolina General Statutes require all counties to appoint Review Officers to review each plat or map before recordation and certify it meets statutory mapping requirements. Statutorily, individuals must be appointed by name, not job title, so any time a change occurs in staffing, a new Review Officer has to be approved by resolution of the Board of Commissioners and subsequently recorded in the Register of Deeds Office.

City of Hickory is requesting Wilson Elliott be added as a review officer.

City of Conover is requesting Terry Lail be removed as a review officer.

Town of Catawba is requesting Dustin Millsaps be removed as a review officer.

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

Catawba County:	Chris Timberlake, Madison Whisnant, Laurie LoCicero, Maggie Gaughan and Frances Darnall
City of Hickory:	Brian Frazier, Cal Overby, Mike Kirby, and Wilson Elliott
City of Newton:	Randy Williams and Alex S. Fulbright
City of Conover:	Stephanie Watson, Heather Stephens, Madeleine Epley, and Erik Schlichting
City of Claremont:	Bryce Carter
Town of Long View:	Charles T. Mullis
Town of Maiden:	Blake Wright, Lisa Johnson
Town of Catawba:	John E. Wear, Teresa Kinney, and Ashley Young
Town of Brookford:	Marshall Eckard

RECOMMENDATION

Staff recommends the Board of Commissioners amend the list of Map Review Officers by adoption of the attached resolution.

RESOLUTION #2025-__
APPOINTMENT OF MAP REVIEW OFFICERS

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; and

WHEREAS, the Catawba County Board of Commissioners on September 5th, 2023, adopted Resolution #2023-28 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 3830 Pages 0209-0210; and

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

NOW THEREFORE, BE IT RESOLVED, that Wilson Elliott 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.

FURTHER BE IT RESOLVED, that Terry Lail is hereby removed from the list of appointed Review Officers for City of Conover and Dustin Millsaps is hereby removed from the list of appointed Review Officers for the Town of Catawba.

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

Catawba County:	Chris Timberlake and Madison Whisnant, Laure LoCicero, Maggie Gaughan and Frances Darnall
City of Hickory:	Brian Frazier, Cal Overby, Mike Kirby, Wilson Elliott
City of Newton:	Randy Williams and Alex S. Fulbright
City of Conover:	Stephanie Watson, Heather Stephens, Madeleine Epley, and Erik Schlichting
City of Claremont:	Bryce Carter
Town of Long View:	Charles T. Mullis
Town of Maiden:	Blake Wright, Lisa Johnson
Town of Catawba:	John E. Wear, Teresa Kinney, and Ashley Young
Town of Brookford:	Marshall Eckard

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

Adopted this the 17th day of February 2025.

C. Randall Isenhower, Chair
Catawba County Board of Commissioners

(SEAL)

ATTEST: _____

Name: Dale R. Stiles

Title: County Clerk

STATE OF NORTH CAROLINA
COUNTY OF CATAWBA

NOTARY ACKNOWLEDGMENT

I, _____, a Notary Public of said County and State, certify that Dale R. Stiles, with whom I am personally acquainted, personally came before me this day and who, being by me duly sworn, says she is the County Clerk to the Catawba County Board of Commissioners, a body politic; and that foregoing instrument was signed in it name by the Chair of the Catawba County Board of Commissioners, attested by her as Clerk and sealed with its corporate seal, all by order and authority duly given, and that the said instrument is the act and deed of Catawba County.

WITNESS my hand and official seal this the _____ day of _____, 2025.

(SEAL)

Notary Public

Print Name: _____

My commission expires: _____

MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Tax Administrator

DATE: February 17, 2025

IN RE: Tax Release / Refund Request

REQUEST

The Tax Administrator requests the Board of Commissioners approve nine releases totaling \$2,585.79, 11 refunds totaling \$10,716.77 and 16 Motor Vehicles Bill adjustments / refunds totaling \$890.37 requested during the month of January.

BACKGROUND

North Carolina General Statute 105-381(b) states upon receipt of a taxpayer's written request for release or refund, the taxing unit's governing body has 90 days to determine whether the taxpayer's request is valid to either approve the release or refund of the incorrect portion or to notify the taxpayer in writing that no release or refund will be made.

During the month of January, Tax Office staff has checked records and verified the legitimacy of nine release requests totaling \$2,585.79, 11 refunds totaling \$10,716.77, and 16 Motor Vehicle Bill adjustments / refunds totaling \$890.37.

Common reasons for the recommended releases include change in values, months, and situs, businesses closing / being sold, clerical errors, and senior/disabled applications approved by Board of Equalization Review (BoER). The refunds are due to new settlement values from 2023 PTC appeals and case settlements, in addition to late senior/disabled application approvals by the BoER. The motor vehicle bill adjustments are largely due to pro-ration of tax bill amounts to account for mid-year transfers of ownership, change in values and change in situs. A detailed transaction summary of individual transactions is attached.

RECOMMENDATION

The Tax Administrator recommends the Board of Commissioners approve nine releases totaling \$2,585.79, 11 refunds totaling \$10,716.77 and 16 Motor Vehicles Bill adjustments / refunds totaling \$890.37 requested during the month of January.

COMMISSIONER APPROVAL OF RELEASES & REFUNDS

TIME PERIOD: January 1, 2025 Thru January 31, 2025

PROCESSED: February 17, 2025

REGULAR RELEASES

MOTOR VEHICLE	\$0.00
REAL & PERSONAL	\$2,585.79
TOTALS	\$2,585.79

REGULAR REFUNDS

MOTOR VEHICLE	
REAL & PERSONAL	\$10,716.77
TOTALS	\$10,716.77

COUNTY GRAND TOTAL	\$13,302.56
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NEW MOTOR VEHICLE SYSTEM REFUNDS (VTS)

MOTOR VEHICLE NCVTS	890.37
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RANDY ISENHOWER
CHAIRMAN OF THE BOARD
CATAWBA COUNTY BOARD OF COMMISSIONERS

Release SUBJECT TO BOARD APPROVAL ON 2/17/2025

Abstract Number (Please include leading zeros)	Year For which release/refund requested	Owner Name as Billed (Last, First, Middle)	Release or Refund?	Original Value	Corrected Value	Release / Refund Amount	Reason (Please do not use all CAPS. Use correct capitalization)
3102295	2024	HIGGINS ELBERT SCOTT	Release	6,206	0	\$31.37	Adjusted billing to remove mobile home removed from property and replaced with new dwelling billed as real property.
2791982	2023	HOOD BIRGIT HILDEGARD	Release	10,210	0	\$114.20	Adjusted billing to remove watercraft sold 08/21/2020.
3102305	2024	JABS SKYLAR WILLIAM	Release	16,404	0	\$88.87	Adjusted billing to remove mobile home billed under fathers account resulting in a double billing.
1670358	2024	JOHNSON BEATRICE FARLEY	Release	179,100	89,550	\$759.84	Late senior/disabled application approved by BoER 1/16/2025.
1631300	2024	JOHNSON KATHLEEN	Release	184,600	92,300	\$732.41	Late senior/disabled application approved by BoER 1/16/2025.
2655667	2024	PARKER JONNY R	Release	174,100	87,050	\$742.97	Late senior/disabled application approved by BoER 1/16/2025
3023839	2024	PAYNE GREGORY VINCENT	Release	3,516	0	\$33.01	Adjusted billing to remove utility trailer located and billed in Cabarrus County for tax year 2024.
3102112	2024	TRUESDALE JAMES CALVIN	Release	4,283	0	\$23.21	Adjusted billing to remove mobile home demolished and replaced with new dwelling.
3077687	2024	WILLIS DYLAN JUDD	Release	6,996	0	\$59.91	Adjusted billing to remove watercraft sold during 2021.
				585,415	268,900	\$2,585.79	

Refund SUBJECT TO BOARD APPROVAL ON 2/17/2025

Abstract Number (Please include leading zeros)	Year For which release/refund requested	Owner Name as Billed (Last, First, Middle)	Release or Refund?	Original Value	Corrected Value	Release / Refund Amount	Reason (Please do not use all CAPS. Use correct capitalization)
1641832	2024	CRANDALL RUSSELL E	Refund	246,500	225,000	\$104.06	New settlement value from 2023 PTC appeal.
1641832	2023	CRANDALL RUSSELL E	Refund	246,500	225,000	\$101.38	New settlement value from 2023 PTC appeal.
1624978	2023	KCJC ENTERPRISES LLC	Refund	4,221,200	3,700,000	\$4,448.44	23 PTC 082. Property Tax Commission case settlement.
1624978	2024	KCJC ENTERPRISES LLC	Refund	4,221,200	3,700,000	\$4,448.44	23 PTC 082. Property Tax Commission case settlement.
1674278	2024	LEE EDWARD OWEN JR	Refund	174,600	90,700	\$665.75	Late senior/disabled application approved by BoER 1/16/2025.
1662975	2024	MCILWAIN PEGGY RENAE	Refund	176,800	89,500	\$692.73	Late senior/disabled application approved by BoER 1/16/2025
3102175	2024	SIGMON REGINALD JACK	Refund	7,656	0	\$38.70	Adjusted billing to remove mobile home already billed under another account resulting in a double billing.
3077687	2023	WILLIS DYLAN JUDD	Refund	7,190	0	\$61.11	Adjusted billing to remove watercraft sold during 2021.
3077687	2022	WILLIS DYLAN JUDD	Refund	7,384	0	\$137.01	Adjusted billing to remove watercraft sold during 2021.
1698830	2023	WILSON HENRY H	Refund	239,900	237,900	\$9.41	2023 PTC approved agreement value of \$237,900.
1698830	2024	WILSON HENRY H	Refund	239,800	237,800	\$9.74	2023 PTC approved settlement value.
				9,788,730	8,505,900	\$10,716.77	



North Carolina Vehicle Tax System

Pending Refund Report

Payee Name	Address 1	Address 2	Address 3	Plate Number	Status	Refund Description	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
CHRIST CHURCH GLOBAL INC	2416 ZION CHURCH RD		HICKORY, NC 28602	VEX1341	AUTHORIZED	Refund Generated due to adjustment on Bill #0081924059-2024-2024-0000-00	CATA	TAX	(\$99.23)	\$0.00	(\$99.23)
							F03	TAX	(\$21.29)	\$0.00	(\$21.29)
										Refund	\$120.52
CHRIST CHURCH GLOBAL INC	2416 ZION CHURCH RD		HICKORY, NC 28602	VEX1342	AUTHORIZED	Refund Generated due to adjustment on Bill #0081924131-2024-2024-0000-00	CATA	TAX	(\$67.75)	\$0.00	(\$67.75)
							F03	TAX	(\$14.54)	\$0.00	(\$14.54)
										Refund	\$82.29
COLLINS, DAVID ALLAN	PO BOX 604		RHODHISS, NC 28667	JBB4255	AUTHORIZED	Refund Generated due to adjustment on Bill #0082205486-2024-2024-0000-00	CATA	TAX	(\$12.79)	\$0.00	(\$12.79)
							C05	TAX	(\$14.61)	\$0.00	(\$14.61)
							C05	VEHICLE FEE	(\$5.00)	\$0.00	(\$5.00)
COLLINS, DAVID ALLAN	PO BOX 604		RHODHISS, NC 28667	KKN6235	AUTHORIZED	Refund Generated due to adjustment on Bill #0081130165-2024-2024-0000-00				Refund	\$32.40
							CATA	TAX	(\$4.42)	\$0.00	(\$4.42)
							C05	TAX	(\$5.05)	\$0.00	(\$5.05)
COLLINS, DAVID ALLAN	PO BOX 604		RHODHISS, NC 28667	JJF9726	AUTHORIZED	Refund Generated due to adjustment on Bill #0081130161-2024-2024-0000-00	C05	VEHICLE FEE	(\$5.00)	\$0.00	(\$5.00)
										Refund	\$14.47
							CATA	TAX	(\$5.98)	\$0.00	(\$5.98)
DEAL, JOSEPH CODY	1793 17TH AVE NE		HICKORY, NC 28601	KCT1363	AUTHORIZED	Refund Generated due to adjustment on Bill #0070018102-2024-2024-0000-00	C05	TAX	(\$6.83)	\$0.00	(\$6.83)
							C05	VEHICLE FEE	(\$5.00)	\$0.00	(\$5.00)
										Refund	\$17.81
ERDEDI, STEFAN LARS	481 23RD AVE NE		HICKORY, NC 28601	VJ7757	AUTHORIZED	Refund Generated due to adjustment on Bill #0081806495-2024-2024-0000-00	CATA	TAX	(\$29.69)	\$0.00	(\$29.69)
							C05	TAX	(\$33.90)	\$0.00	(\$33.90)
							C05	VEHICLE FEE	\$0.00	\$0.00	\$0.00
ERDEDI, STEFAN LARS	481 23RD AVE NE		HICKORY, NC 28601	CR66959	AUTHORIZED	Refund Generated due to adjustment on Bill #0081806539-2024-2024-0000-00				Refund	\$63.59
							CATA	TAX	(\$15.55)	\$0.00	(\$15.55)
							C05	TAX	(\$17.74)	\$0.00	(\$17.74)
HEFNER, GREGORY DALE	4861 SPRINGS RD		CONOVER, NC 28613	CR34172	AUTHORIZED	Refund Generated due to adjustment on Bill #0076587686-2023-2023-0000-00	C05	VEHICLE FEE	\$0.00	\$0.00	\$0.00
										Refund	\$33.29
							CATA	TAX	(\$19.92)	\$0.00	(\$19.92)
HEFNER, GREGORY DALE	4861 SPRINGS RD		CONOVER, NC 28613	CR34172	AUTHORIZED	Refund Generated due to adjustment on Bill #0076587686-2023-2023-0000-00	C05	TAX	(\$22.75)	\$0.00	(\$22.75)
										Refund	\$42.67
							CATA	TAX	(\$38.26)	\$0.00	(\$38.26)
HEFNER, GREGORY DALE	4861 SPRINGS RD		CONOVER, NC 28613	CR34172	AUTHORIZED	Refund Generated due to adjustment on Bill #0076587686-2023-2023-0000-00	F05	TAX	(\$9.99)	\$0.00	(\$9.99)
										Refund	\$48.25
										Refund	\$48.25

JENKINS SERVICES GROUP LLC	5577 LITTLE MOUNTAIN RD		CATAWBA, NC 28609	TN3440	AUTHORIZED	Refund Generated due to adjustment on Bill #0078291361-2023-2023-0000	CATA	TAX	\$0.00	\$0.00	\$0.00
							C05	TAX	(\$270.04)	\$0.00	(\$270.04)
							C05	VEHICLE FEE	(\$5.00)	\$0.00	(\$5.00)
							F09	TAX	\$46.59	\$0.00	\$46.59
										Refund	\$228.45
LEASURE, KAREN ELIZABETH	525 E 21ST ST		NEWTON, NC 28658	TMK9224	AUTHORIZED	Refund Generated due to adjustment on Bill #0070421976-2024-2024-0000-00	CATA	TAX	(\$19.17)	\$0.00	(\$19.17)
							C08	TAX	(\$21.65)	\$0.00	(\$21.65)
							C08	VEHICLE FEE	\$0.00	\$0.00	\$0.00
										Refund	\$40.82
LINCOLN COUNTY TAX	100 E MAIN ST		LINCOLNTON, NC 28092	HFB5992	AUTHORIZED	TAG HFB5992	CATA	TAX	(\$4.90)	\$0.00	(\$4.90)
							C05	TAX	(\$5.60)	\$0.00	(\$5.60)
							C05	VEHICLE FEE	(\$5.00)	\$0.00	(\$5.00)
										Refund	\$15.50
LYDA, GLENN BRANDT	9484 RIVIERA DR		SHERRILLS FORD, NC 28673	EHV1908	AUTHORIZED	Refund Generated due to adjustment on Bill #0080366060-2024-2024-0000-00	CATA	TAX	(\$55.29)	\$0.00	(\$55.29)
							F08	TAX	(\$13.05)	\$0.00	(\$13.05)
										Refund	\$68.34
ONE KINGDOM ALLIANCE INTERNATIONAL	1740 TATE BLVD SE		HICKORY, NC 28602	LDK2983	AUTHORIZED	Refund Generated due to adjustment on Bill #0081511444-2024-2024-0000-00	CATA	TAX	(\$16.86)	\$0.00	(\$16.86)
							C05	TAX	(\$19.25)	\$0.00	(\$19.25)
							C05	VEHICLE FEE	(\$5.00)	\$0.00	(\$5.00)
										Refund	\$41.11
THAI, QUY	3215 SPENCER RD NE		CONOVER, NC 28613	EFP3931	AUTHORIZED	Refund Generated due to adjustment on Bill #0035178472-2024-2024-0000-00	CATA	TAX	(\$14.78)	\$0.00	(\$14.78)
							F05	TAX	(\$4.60)	\$0.00	(\$4.60)
										Refund	\$19.38
THAI, QUY	3215 SPENCER RD NE		CONOVER, NC 28613	HMA8859	AUTHORIZED	Refund Generated due to adjustment on Bill #0024462665-2024-2024-0000-00	CATA	TAX	(\$16.38)	\$0.00	(\$16.38)
							F05	TAX	(\$5.10)	\$0.00	(\$5.10)
										Refund	\$21.48
									Refund Total	\$890.37	

MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Lori Mathes, Catawba County Tax Collector

DATE: February 17, 2025

SUBJECT: DELINQUENT 2024 REAL PROPERTY TAX

Request: Pursuant to NCGS §105-369, staff requests the Board of Commissioners accept the Tax Collector's 2024 report on delinquent real property taxes and adopt the attached Resolution ordering the Tax Collector to advertise the delinquent tax liens.

Background: NCGS §105-369(a) requires county tax collectors to submit to their respective board of commissioners the total amount of unpaid taxes for the current fiscal year. Catawba County's total amount as of February 1, 2025, is \$4,853,681.19. A detailed report will be provided upon request.

The statute also requires that upon receipt of this report, the governing body must order the tax collector to advertise the tax liens.

Recommendation: Pursuant to NCGS §105-369, staff recommends the Board of Commissioners accept the Tax Collector's 2024 report on delinquent real property taxes and adopt the attached Resolution ordering the Tax Collector to advertise the delinquent tax liens.

RESOLUTION# _____

RESOLUTION ORDERING THE ADVERTISING OF DELINQUENT
REAL ESTATE PROPERTY TAX LIENS

WHEREAS, N.C. Gen. Stat. §105-369(a) requires the county tax collector to report to the governing body the total amount of unpaid taxes for the current fiscal year that have become liens on real property; and

WHEREAS, upon receipt of said report, pursuant to that same statute, the governing body must order the tax collector to advertise the tax liens; and

WHEREAS, the Catawba County Tax Collector has reported to the Catawba County Board of Commissioners the total amount of unpaid taxes for the current fiscal year which are now liens on the real property.

NOW THEREFORE BE IT RESOLVED by the Catawba County Board of Commissioners as follows:

1. The Catawba County Tax Collector is hereby ordered to advertise the tax liens by posting a notice of the liens at the Catawba County Courthouse and by publishing each lien at least one time in one or more newspapers having general circulation in the taxing unit, in compliance with N.C. Gen. Stat. §105-369.

2. This Resolution is effective upon adoption.

Adopted this 17th day of February, 2025.

CATAWBA COUNTY BOARD OF COMMISSIONERS

By: _____
C. Randall Isenhower, Chair

ATTEST

Dale R. Stiles, Clerk