

AGENDA

Catawba County Board of Commissioners Meeting
Monday, April 20, 2020, 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 Closed Session of March 9, 2020 and Regular Meeting and Closed Session of March 16, 2020.](#)
5. Recognition of Special Guests.
6. Public Comments.
7. Presentations:
 - a. [Public Health Month Proclamation. Presented to Public Health Director Jennifer McCracken.](#)
 - b. [Child Abuse Prevention Month Proclamation.](#)
 - c. [National Public Safety Telecommunications Week Proclamation.](#)
 - d. [National Library Week Proclamation.](#)
8. Appointments.
9. Consent Agenda.
 - a. [Hickory Public Schools - Hickory High School Bathroom Renovations.](#)
 - b. [Newton-Conover City Schools \(NCCS\) - Newton Conover High School Renovations.](#)
 - c. [Catawba County Schools - St. Stephens High School Classroom Addition.](#)
 - d. [Catawba County Schools - System-wide Track Improvements.](#)
 - e. [CVCC Stream Bank Repair and Stabilization.](#)
 - f. [Pyrotechnics Permit Application.](#)
 - g. [March 2020 Tax Release/Refund Request.](#)
 - h. [Designation of Primary and Secondary Agents for Public Assistance Program.](#)
10. Manager's Report.
 - a. [FY21 Budget Overview.](#)
 - b. [Waiver of Late List Penalties.](#)
 - b. [Budget Transfer.](#)
11. Departmental Reports.
 - a. Economic Development Corporation.
 1. [Demolition and Redevelopment Fee Waiver Program Proposed Changes. Presented by EDC Existing Industry Coordinator Nathan Huret.](#)
 2. [Atriax Group. Presented by EDC Existing Industry Coordinator Nathan Huret.](#)
 - b. Budget.

Bureau of Justice Assistance (BJA) 2020 Adult Drug Court and Veterans Treatment Court Discretionary Grant Proposal. *Presented by District Attorney Scott Reilly, Legal Assistant Tammy West, and Budget & Management Director Jennifer Mace.*

c. **Emergency Services.**

Animal Shelter Staffing. Presented by Assistant County Manager/Finance Director Bob Miracle.

12. Other Items of Business.

13. Attorneys' 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. Participation in public meetings is without regard to race, ethnicity, religion, sex, age, or disability.

CALENDAR: The May Board of Commissioners Meetings will take place on Monday, May 4, 2020, at 7:00 p.m., and Monday, May 18, 2020, at 7:00 p.m.

Government of Catawba County, North Carolina

“Keeping the Spirit Alive Since 1842!”

PROCLAMATION

PUBLIC HEALTH MONTH April 2020

WHEREAS, we believe Catawba County residents deserve the opportunity to live long, healthy lives. Since 1995, the American Public Health Association, through its sponsorship of National Public Health Month, has educated the public, policymakers and public health professionals about issues important to improving the public’s health; and

WHEREAS, U.S. life expectancy has decreased in recent years and the three-year drop represents the longest sustained decline in expected lifespan since the Great Recession; further, studies consistently show the United States has a lower life expectancy than comparable countries; and

WHEREAS, there is a significant difference in health status, such as obesity, poor mental health, and drug use among people living in rural areas compared with people living in urban areas, and this variance increases because rural residents are often more likely to face social determinants that negatively impact health, such as poverty, transportation barriers, and lack of economic opportunity; and

WHEREAS, public health professionals help communities prevent, prepare for, withstand, and recover from the impact of a full range of health threats, including disease outbreaks such as measles, natural disasters, and disasters cause by human activity. Public health action, together with scientific and technologic advances, has played a major role in reducing and in some cases eliminating the spread of infectious disease, and in establishing today’s disease surveillance and control systems; and

WHEREAS, 60 percent of Americans live with a preventable chronic disease, and health risks such as alcoholism, obesity and tobacco use are the primary reasons for 7 of every 10 deaths annually in the United States.

NOW, THEREFORE, THE CATAWBA COUNTY BOARD OF COMMISSIONERS does hereby proclaim the month of April 2020 as “**PUBLIC HEALTH MONTH**” and calls upon the people of Catawba County to observe this month by helping our families, friends, neighbors, co-workers and leaders better understand the value of public health and supporting great opportunities and to celebrate public health’s accomplishments in light of this year’s theme, “**NPHM@25: LOOKING BACK, MOVING FORWARD.**”

This the 20th day of April, 2020.

Randy Isenhower, Chair
Catawba County Board of County Commissioners

Government of Catawba County, North Carolina

“Keeping the Spirit Alive Since 1842!”

PROCLAMATION

CHILD ABUSE PREVENTION MONTH

WHEREAS, children are vital to our county’s future success, prosperity and quality of life, as well as being our most vulnerable assets; and

WHEREAS, all children deserve to have the safe, stable, nurturing homes and communities they need to foster their healthy growth and development; and

WHEREAS, child abuse and neglect are community responsibilities affecting both the current and future quality of life of a community; and

WHEREAS, communities that provide parents with the social support, knowledge of parenting and child development, and concrete resources they need to cope with stress and nurture their children, ensure all children grow to their full potential; and

WHEREAS, effective child abuse prevention strategies succeed because of partnerships created among citizens, human service agencies, schools, faith communities, health care providers, civic organizations, law enforcement agencies, and the business community.

NOW, THEREFORE, THE CATAWBA COUNTY BOARD OF COMMISSIONERS does hereby proclaim April 2020 as **CHILD ABUSE PREVENTION MONTH** in Catawba County and calls upon all citizens, community agencies, faith groups, medical facilities, elected leaders, and businesses to increase their participation in efforts to support families, thereby preventing child abuse and strengthening the community in which we live.

This the 20th day of April, 2020.

Randy Isenhower, Chair
Catawba County Board of Commissioners

Government of Catawba County, North Carolina

“Keeping the Spirit Alive Since 1842!”

PROCLAMATION

NATIONAL PUBLIC SAFETY TELECOMMUNICATIONS WEEK APRIL 12-18, 2020

WHEREAS, emergencies can occur at anytime that require law enforcement, fire, or emergency medical services; and

WHEREAS, when an emergency occurs, the prompt response of law enforcement officers, firefighters, and paramedics is critical to the protection of life and preservation of property; and

WHEREAS, the safety of our law enforcement officers, firefighters, and paramedics is dependent upon the quality and accuracy of information obtained from citizens who telephone the Catawba County E-911 Communications Center; and

WHEREAS, Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; and

WHEREAS, Public Safety Telecommunicators are the single vital link for our law enforcement officers, firefighters, and paramedics by monitoring their activities by radio, providing them information, and insuring their safety; and

WHEREAS, Public Safety Telecommunicators of the Catawba County E-911 Communications Center have contributed substantially to the apprehension of criminals, suppression of fires, and treatment of patients; and

WHEREAS, each dispatcher has exhibited compassion, understanding, and professionalism during the performance of their job in the past year.

NOW, THEREFORE, THE CATAWBA COUNTY BOARD OF COMMISSIONERS does hereby proclaim April 12-18, 2020 as **National Public Safety Telecommunications Week** in Catawba County in honor of the men and women whose diligence and professionalism keep our County and citizens safe.

This the 20th day of April, 2020.

**Randy Isenhower, Chair
Catawba County Board of Commissioners**

Government of Catawba County, North Carolina

“Keeping the Spirit Alive Since 1842!”

PROCLAMATION

National Library Week 2020

WHEREAS, today’s libraries are less about what they have on the shelves and more about what they can do with and for their communities; and

WHEREAS, libraries have long served as trusted and treasured institutions where people of all ages, interests and backgrounds can come together and learn alongside one another; and

WHEREAS, libraries of all types are at the heart of cities, towns, schools and campuses; and

WHEREAS, libraries offer members of the community a welcoming space and opportunities to explore new passions through technology, programs and services; and

WHEREAS, libraries and librarians help patrons find tools to help improve the quality of their lives; and

WHEREAS, libraries, which promote the free exchange of information and ideas for all, are cornerstones of democracy; and

WHEREAS, libraries strive to develop and maintain programs and collections that are as diverse as the populations they serve; and

WHEREAS, libraries and librarians work to create an equitable society by providing free access to accurate information to all people; and

WHEREAS, libraries are a resource for all members of the community regardless of race, ethnicity, creed, ability, sexual orientation, gender identity or socio-economic status, by offering services and educational programming that transform lives and strengthen communities; and

WHEREAS, libraries, librarians, library workers, and supporters across America are celebrating National Library Week.

NOW, THEREFORE, be it resolved that the Catawba County Board of Commissioners proclaims April 19-25, 2020 as **National Library Week**. During this unprecedented time of COVID-19, all residents are encouraged to access library resources and programming available online, and consider curbside pickup opportunities. Libraries are still a place where we can all belong and discover who we are – even virtually. Because of you, **Libraries Transform**.

This the 20th day of April, 2020.

C. Randall Isenhower, Chair
Catawba County Board of Commissioners

MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Dr. Robbie Adell, Hickory Public Schools Superintendent
Jennifer Mace, Budget & Management Director

DATE: April 20, 2020

SUBJECT: Hickory Public Schools – Hickory High School Bathroom Renovations

Requested:

Hickory Public Schools requests the Board of Commissioners approves the transfer of \$68,114.77 from completed projects to the Hickory High School Renovations project.

Background:

Hickory Public Schools received \$320,000 with the Fiscal Year 2019/20 budget toward bathroom renovations at Hickory High School, which will be phased in over the next several years due to the high expense and extent of the project. In July 2019, the Board of Commissioners approved a request by the school system to transfer \$120,000 from a bathroom renovations project to replace a chiller that failed at Northview Middle School.

The school system recently received quotes for phase I of the bathroom renovations. The low bid, received from Neill Grading & Construction Company, was \$248,000 plus 8% contingency, leaving a deficit of roughly \$68,000. The following projects are now complete and the school system requests that the balances be transferred to the high school renovations project:

- paving and sealing parking lots \$16,462.17
- security upgrades/tinting windows \$17,592.24
- replacement of the chiller at Northview \$34,060.36.

Recommendation:

Staff recommends the Board of Commissioners approves the transfer of \$68,114.77 from completed projects to the Hickory High School Renovations project.

Transfer:

From:

420-750100-865200-32150-3-02	Paving	\$16,462.17
420-750100-865200-32150-3-19	Security Upgrades	\$17,592.24
420-750100-865200-32107-3-01	NVW Renovation	\$34,060.36

To:

420-750100-865200-32104-3-19	Hickory High School Renovations	\$68,114.77
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Hickory Public Schools

432 Fourth Avenue SW, Hickory, North Carolina 28602
Phone: (828) 322-2855 · Fax: (828) 322-1834 · www.hickoryschools.net
Dr. Robbie Adell, Superintendent

March 30, 2020

Mr. Mick Berry
Catawba County Government
25 Government Drive
Newton, NC 28658

Mr. Berry,

On July 1, 2019, the County Commissioners granted permission for Hickory Public Schools to use \$120,000 from the HHS Bathroom Renovation Capital Project to replace the chiller at Northview Middle School. The chiller project was completed on November 15, 2019.

We recently completed the bid process for the HHS Bathroom Renovation project (phase 1) and the low bid was \$248,000.00 submitted by Neil Grading Construction Company. This leaves a deficit of \$68,115.00.

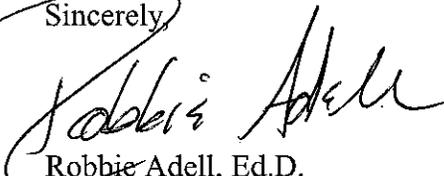
We would like to request that the County transfers the remaining funds from the three completed capital projects to add to the HHS Bathroom Renovation project budget. With this funding, we will be able to proceed with the project as planned while staying on track for completion in three years.

The following are the three completed projects that we would like to use the remaining funds for the closeouts:

- Paving 32150-3-02 \$16,462.17
 - Security Upgrades 32150-3-19 (Window Tint) \$17,592.24
 - NVW Renovation 32107-3-01 (Chiller & Fence) \$34,060.36
- Total is \$68,114.77

This would increase the HHS Bathroom Renovation budget to \$268,114.77.

Sincerely,



Robbie Adell, Ed.D.
Superintendent

"Extending Excellence to Every Child, Every Day"

MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Dr. Aron Gabriel, Newton-Conover City Schools Superintendent
Jennifer Mace, Budget & Management Director

DATE: April 20, 2020

SUBJECT: Newton-Conover City Schools (NCCS) – Newton Conover High School (NCHS)
Renovations

Requested:

NCCS requests the Board of Commissioners:

- a) approves transfer of \$55,381.06 into the existing NCHS Kitchen/Café project
- b) renames the project NCHS Renovations Project
- c) uses \$370,000 toward a new parking lot that houses activity buses, trailers, and driver education vehicles.

Background:

With the Fiscal Year 2019/20 budget, the Board of Commissioners appropriated \$50,000 for parking improvements at Discovery High School. This parking area is also used for many NCHS events, including sporting events, as well as parking for maintenance staff. It also contains a fenced in auxiliary parking lot. The system planned to put gravel down to cover the current dirt lot with the funds approved this year. The dirt lot has become an increasing problem with all the rain the County has experienced recently, leading to an activity bus having to be towed from the lot because it was stuck in mud. The four-year school construction plan adopted in Fiscal Year 2019/20 includes \$8 million phased in over the next two years toward renovations and construction on the NCHS campus. Phase 1 of the site plans prepared by Woolpert includes adding permanent parking in this area.

In light of the more significant planned renovations at NCHS, NCCS has decided not to move forward with the new kitchen/cafeteria approved in Fiscal Year 2017/18 and requests to repurpose those funds (\$2.8M total) toward other renovations as identified in the Woolpert plans. NCCS was able to address HVAC and seating with other funds.

Rather than spending money on gravel, NCCS would like to move forward with a more permanent parking solution now. The system obtained a quote of \$370,000 to construct a 1.2 acre lot with 12 bus parking spaces and staff/student parking. The system requests to transfer the \$50,000 approved for the gravel lot and \$5,381.06 remaining in an activity bus project to the repurposed NCHS renovations project, and to fund the remainder of the cost from the dollars originally dedicated to a new kitchen/café.

Recommendation:

Staff recommends the Board of Commissioners:

- d) approves transfer of \$55,381.06 into the existing NCHS Kitchen/Café project
- e) renames the project NCHS Renovations Project
- f) uses \$370,000 toward a new parking lot that houses activity buses, trailers, and driver education vehicles.

Transfer:

From:

420-750100-864200-33110-4-02	Activity Bus	\$5,381.06
420-750100-864200-33110-3-14	Parking Improvements	\$50,000

To:

423-740100-864200-33102-3-25	NCHS Kitchen/Café (rename NCHS Renovations)	\$55,381.06
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Dr. Aron Gabriel, *Superintendent*



Inspire. Innovate. Succeed.

605 North Ashe Avenue
Newton, NC 28658



Phone: 828.464.3191
Fax: 828.466.0063

February 26, 2020

Mr. Mick Berry, County Manager
25 Government Drive
Newton, NC 28658

In July 2019 we received \$50,000 to assist with the parking area for DHS students. This area is also used for many NCHS events, including sporting events, as well as parking for maintenance staff. This area also contains a fenced in auxiliary parking lot which houses activity buses, trailers and drivers education vehicles.

As we begin to look forward to possible construction and demolition at NCHS we need to look at addressing the issue of parking on a more permanent basis. Woolperts phase 1 plans include adding parking in this area.

I had Miles Wright, Civil Engineer look at the area. He has worked on several Catawba County Schools projects over the last fifteen years and was recommended by Stan Winstead. He has been contracted for the following so that we could develop a budget and next steps:

Project Understanding:

Newton Conover Schools will be adding a new parking lot across N. Ashe Ave from the High School. The parking lot will be approximately 1.2 acres and will consist of 12 bus parking spaces along with Student/Staff Parking Spaces.

Project Scope:

o Engineer Survey:

- o Tie to property corners*
- o Location Survey*
- o Utility Survey from markings by NC One Call*
- o 1' Interval Topo Survey*

o Preliminary Design Development

- o Site Layout including, parking, buffer areas, Detention System*

o Construction Documents (including but not limited to)

- o Existing Conditions*
- o Demolition*
- o Grading/Drainage*
- o Stormwater Plans*

Office of Facilities & Safety

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Dr. Aron Gabriel, Superintendent



Newton-Conover City Schools

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605 North Ashe Avenue
Newton, NC 28658



Phone: 828.464.3191
Fax: 828.466.0063

- o Erosion Control Plan*
- o Site Plan*
- o Landscaping Plan (to include minimal amount req'd by zoning)*
- o Site Details*
- o Submittal to Regulatory Agencies for approval*
 - o Zoning Approvals*
 - o Storm water Permitting*
 - o Erosion Control Plan*

The 1.2 acres includes the area from the corner of 15th Street and North Ashe (where the houses were demolished) to the ditch line behind where the activity buses park. We would have new parking for staff, students and buses. The construction estimate that we have been provided with is \$370,000. This includes the required storm drainage, catch basins, detention system, clearing, grading, paving, curb and gutter, striping, landscaping, fencing and erosion control.

Our plans were to bring this request to you at our initial capital projects request meeting. However, due to heavy rainfall over the last few weeks we had to have an activity bus pulled by a wrecker out of the bus lot. We currently have staff and students parking in the mud. This request has become more urgent. Ivan is requesting we need to do something immediately. We may have to put some gravel down in a few areas just to get us through until the project could be completed. We would hate to spend this project money on gravel today and then in a couple months proceed with the full paving project.

We are requesting the approval to use a portion of the funds provided to us in 2017 for NCHS kitchen/cafe renovations for this project and proceed ASAP. In addition we would close out two open projects as noted below. After speaking to Dr. Gabriel and his conversations with Mr. Penley the cafeteria is no longer a priority. We were able to provide them with new seating and a new HVAC unit in the dining room this year.

Estimated cost of project to be funded \$370,000.

Close Project Activity Bus 420 750100 864200 33110 4 02	5,381.06
Close Project Parking Improvements 420 750100 864200 33110 3 14	50,000.00
Balance from NCHS kitchen/cafe 423 740100 864200 33102 3 25	

Thank you for all you do for Newton Conover City Schools.

Office of Facilities & Safety

An Equal Opportunity/Affirmative Action Employer



Dr. Aron Gabriel, *Superintendent*



**Newton-Conover
City Schools**

Inspire. Innovate. Succeed.

605 North Ashe Avenue
Newton, NC 28658



Phone: 828.464.3191
Fax: 828.466.0063



Office of Facilities & Safety

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Dr. Aron Gabriel, *Superintendent*



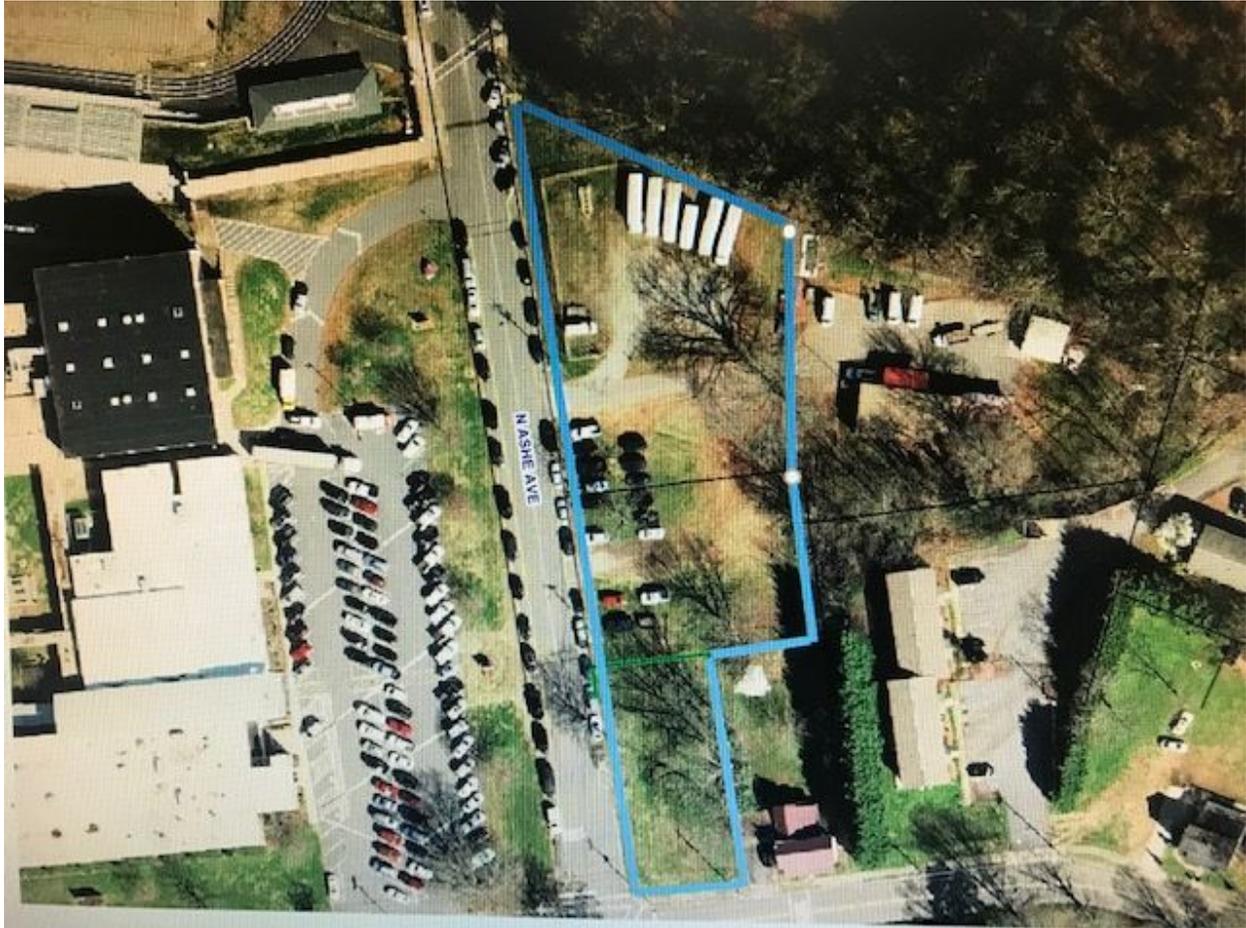
Newton-Conover City Schools

Inspire. Innovate. Succeed.

605 North Ashe Avenue
Newton, NC 28658



Phone: 828.464.3191
Fax: 828.466.0063



Office of Facilities & Safety

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MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Dr. Matt Stover, Catawba County Schools Superintendent
Via Jennifer Mace, Budget & Management Director

DATE: April 20, 2020

SUBJECT: Catawba County Schools St. Stephens High School Classroom Addition

Request:

Catawba County Schools (CCS) requests the transfer of \$2.35 million from various projects to cover bid overages for the St. Stephens High School Classroom Addition project.

Background:

With the Fiscal Year 2018/19 budget, the Board of Commissioners appropriated \$8,013,000 for a classroom addition at St. Stephens High School. The project includes the addition of CTE classroom space, additional classrooms, a guidance suite, and an office suite. Bids have been secured for the project, and the lowest responsible, responsive bid was Hickory Construction at \$9.9 million versus an available project balance of \$7.47 million, after paying for architectural services, surveys, and other project preparations. Additionally, the school system needs roughly \$250,000 for furniture and equipment and a contingency allowance. The school system worked with Hickory Construction to value engineer the project and identified roughly \$400,000 in savings. The total expected expense for the project is \$10.36 million.

The school system requests to fund the deficit with transfers from the following projects:

- Blackburn Elementary Classroom Addition (\$1.25 million) – The Board of Commissioners appropriated \$1.25 million for a classroom addition at Blackburn Elementary School with the Fiscal Year 2018/19 budget. At the time, mobile classrooms were in use at the school to accommodate the number of students. Since that time, the school’s student population has decreased enough to eliminate the need for the mobile unit and is not projected to increase in the near future.
- Roof Replacements (\$600,000) – In Fiscal Year 2016/17, the Board of Commissioners approved \$2.2 million for roof replacements at Snow Creek and Catawba Elementary Schools, and Maiden High School. The roofs at Snow Creek and Catawba Elementary Schools have been repaired, freeing \$600,000 within the project. The school system continues to pursue the warrantee holder for the roof at Maiden High school but the roofer is out of business, but, if unsuccessful, the remaining project funds should be sufficient to replace the roof.
- Banoak Elementary Renovations (\$400,000) – Bids for this project were better than anticipated. While the project is still underway, it is projected to have an available balance of \$411,000 when complete.
- Planning (\$100,000) – The school system has \$380,000 in planning funds for future construction projects. The transfer would still leave \$280,000 towards those needs.

Recommendation:

Staff recommends the Board of Commissioners approves the transfer of \$2.35 million from various projects to cover bid overages for the St. Stephens High School Classroom Addition project.

Transfer:

From:

423-740100-863200-31104-2-01	Banoak Elementary Renovations	\$400,000
423-740100-863200-31105-3-02	Blackburn Elementary Classroom Addition	\$1,250,000
423-740100-863200-31150-3-07	Roof Replacements	\$600,000
420-750100-863200-31150-5-03	Project Planning	\$100,000

To:

423-740100-863200-31121-3-02	St. Stephens High School Classroom Addition	\$2,350,000
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Matthew W. Stover, Ed.D.
Superintendent



DeAnna C. Finger
Asst. Superintendent
Curriculum & Instruction

L. Chris Gibbs
Asst. Superintendent
Human Resources

Dan K. Moore
Asst. Superintendent
Operations

Memorandum

To: Mick Berry
From: Dr. Matthew W. Stover 
Date: Tuesday, March 24th, 2020
Re: Construction Projects Transfer of Funds Request

Please consider this memorandum as a request to transfer construction funds from four (4) of our current projects to another current construction project.

Project #	Project Name	Transfer Amount
31104-2-01	Banoak E Renovations	\$ 400,000.00
31105-3-02	Blackburn E Classroom Addition	\$1,250,000.00
31150-3-07	Roof Replacements	\$ 600,000.00
31150-5-03	Project Planning	\$ 100,000.00

To

Project # **Project Name**

31121-3-02 St. Stephens HS Classroom Addition

Basis for Request

After securing bids for the alterations and additions for St. Stephens HS, the school system requests the transfer of the aforementioned funds in order to complete the entirety of the project at this school site. This project will include the addition of needed CTE classroom space, additional classrooms, a guidance suite, and an office suite. The four (4) projects listed above have either been deferred or are nearing the end of their completion.

I would respectfully ask that Catawba County Board of Commissioners consider and approve this request.

cc: Dan K. Moore
 Rick Sain
 Karla Miller

MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Dr. Matt Stover, Catawba County Schools Superintendent
Via Jennifer Mace, Budget & Management Director

DATE: April 20, 2020

SUBJECT: Catawba County Schools' System-wide Track Improvements

Request:

Catawba County Schools (CCS) requests the transfer of \$56,593.13 from various projects to cover bid overages for the St. Stephens High School Track improvements.

Background:

With the Fiscal Year 2019/20 budget, the Board of Commissioners appropriated \$356,000 for track improvements at various schools including \$174,000 for the track at St. Stephens High School. The school system bid the project and the lowest responsible, responsive bid was \$248,289.60 to replace a failing pipe buried below the track, repair the track, and rubberize it. All of the other planned track improvements have been completed and all other high schools already have rubberized tracks. Even with the transfer, the school system will need to fund an additional \$18,500 from per capita funds to complete the project.

The school system requests to fund the deficit with transfers from the following completed projects:

- Blackburn Elementary Renovations (\$15,477)
- Claremont Elementary Kitchen/Café (\$5,208.54)
- Claremont Elementary Renovations (\$35,907.61)

Recommendation:

Staff recommends the Board of Commissioners approves the transfer of \$56,593.13 13 from various projects to cover bid overages for the St. Stephens High School Track improvements.

Transfer:

From:

420-750100-863200-31105-3-01	Banoak Elementary Renovations	\$15,477.00
423-740100-863200-31105-3-02	Claremont Elementary Kitchen/Café	\$5,508.54
420-750100-863200-31150-3-07	Claremont Elementary Renovations	\$35,907.61

To:

423-750100-863200-31121-3-02	St. Stephens High School Classroom Addition	\$56,593.13
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Matthew W. Stover, Ed.D.
Superintendent



DeAnna C. Finger
Asst. Superintendent
Curriculum & Instruction

L. Chris Gibbs
Asst. Superintendent
Human Resources

Dan K. Moore
Asst. Superintendent
Operations

Memorandum

To: Mick Berry
From: Dr. Matthew W. Stover 
Date: Tuesday, March 24th, 2020
Re: Capital Outlay / Construction Projects Transfer of Funds Request

Please consider this memorandum as a request to transfer capital outlay / construction funds from three (3) of our current capital / construction projects to another current capital project.

Project #	Project Name	Transfer Amount
31105-3-01	Blackburn E Renovations	\$15,477.00
31109-3-05	Claremont E Kit/Café	\$ 5,208.54
31109-3-06	Claremont E Renovations	\$35,907.61

To

Project #	Project Name
31150-3-37	Track Improvements System-Wide

Basis for Request

After securing bids for the track renovation and storm water improvements for St. Stephens HS, the school system requests the transfer of the aforementioned funds in order to complete the entirety of the project at this school site. This project will include the renovation of the existing track and storm water improvements at the athletic complex. The three (3) projects listed above have been completed and the remaining funds are available for use.

I would respectfully ask that Catawba County Board of Commissioners consider and approve this request.

cc: Dan K. Moore
Rick Sain
Karla Miller

MEMORANDUM

TO: Catawba County Board of Commissioners
FROM: Dr. Garrett Hinshaw, CVCC President
DATE: April 20, 2020
SUBJECT: CVCC Stream Bank Repair and Stabilization

Request:

Catawba Valley Community College (CVCC) requests appropriation of \$1.5 million for stream bank repair and stabilization behind CVCC’s main campus.

Background:

During Fiscal Year 2019/20, the Board of Commissioners appropriated \$275,000 to CVCC to address critically needed stream bank repair and stabilization caused by extensive erosion and damage to the natural embankments of the creek that runs behind the main campus. These funds were used for advanced planning (\$50,000) and engineering services (\$225,000). Failure to stabilize and repair these slopes and embankments will result in further damage to the natural landscape, and puts other infrastructure and facilities (storm system manholes, sanitary sewer mains, parking lots, and the wet pond completed in association with the Workforce Solutions Center) at risk.

Staff and CVCC worked together to identify and apply for grants to help mitigate the cost to the County, but these efforts were unsuccessful. (CVCC pursued a total of \$500,000 in state funding from the Attorney General’s 2019 Environmental Enhancement Grant program and the Department of Environmental Quality Water Resources Division, but neither avenue bore fruit.)

Engineering plans are now complete, and the total projected cost to repair and stabilize the creek is \$1,711,320, which includes a 5% project contingency. After applying the \$225,000 previously appropriated for engineering services to the total project cost, the net appropriation required is \$1.5 million. Staff recommends taking half of the required appropriation from available fund balance in the General Capital Projects fund and the other half from General Fund fund balance.

Recommendation:

CVCC recommends the Board of Commissioners approves appropriation of \$1.5 million for stream bank repair and stabilization behind CVCC’s main campus.

Supplemental Appropriation:

Revenue:

110-190050-690100	Fund Balance Applied	\$750,000.00
410-460100-690100	Fund Balance Applied	\$750,000.00
420-750050-695110	Transfer from General Fund	\$750,000.00
420-750050-695410	Transfer from General Capital Projects Fund	\$750,000.00

Expense:

110-190900-995420	Transfer to Schools Capital	\$750,000.00
110-460100-995420-19940	General Capital Projects – Transfers	\$750,000.00
420-750100-862200-34100-3-59	CVCC Stream Bank Repair & Stabilization	\$1,500,000.00

MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Mark Pettit, Assistant Emergency Services Director

DATE: April 20, 2020

RE: Pyrotechnics Permit Application

Request

Staff requests the Board of Commissioners' approval of a Pyrotechnics Permit to the JECO Pyrotechnics Inc.

Background

The Town of Catawba has contracted with JECO Pyrotechnics Inc. which has submitted a Pyrotechnic Permit application. The requested permit is for a fireworks display to be conducted on May 16, 2020, on the baseball field owned by Catawba United Methodist Church located across the street from 101 2nd St. SW, Catawba 28609. This display is part of the Town of Catawba's Town Festival. The display is scheduled to occur at 8:45 p.m. and is expected to end no later than 9:30 p.m.

JECO Pyrotechnics Inc., has a valid "Outdoor Pyrotechnics Display Operators Permit" through the North Carolina Department of Insurance, Office of State Fire Marshal. Based on the application, all statutory requirements have been or will be met. If at any time any requirement of the permit is not satisfied, the Fire/Rescue Division will immediately revoke the permit.

Recommendation

Staff recommends the Board of Commissioners' approval of a Pyrotechnics Permit to JECO Pyrotechnics Inc.



catawba county
emergency services

PERMIT TO POSSESS AND DISPLAY REGULATED PYROTECHNICS

The applicant, JECO Pyrotechnics, Inc., having met or asserting he will meet, all the requirements of NCGS 14-410, 14-413, 58-82A-3 and Chapter 33 of the NC Fire Prevention Code, the Catawba County Board of Commissioners hereby authorizes JECO Pyrotechnics, Inc. to possess and display pyrotechnics provided all statutory regulations and conditions asserted in the application are met at all times.

When atmospheric conditions, local circumstances or a ban on outdoor burning has been issued, the Fire/Rescue Division of the Catawba County Emergency Services Department has the authority to approve a new date for the pyrotechnics display. The scheduled date of discharge is May 16, 2020.

The Fire/Rescue Division has the authority to revoke this permit at any time if any requirements are not being met.

Signed this ____ day of _____, 2020.

Randy Isenhower, Chair
Catawba County Board of Commissioners

MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Brad Fowler, Tax Administrator

DATE: April 20, 2020

IN RE: Tax Release / Refund Request

REQUEST

The Tax Administrator requests the Board of Commissioners approves four (4) releases totaling \$3,520.03 one (1) refund requests totaling \$59.91, and (54) Motor Vehicles Bill adjustments / refunds totaling \$2,751.52 requested during the month of March.

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 and 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 March, Tax Office staff has checked records and verified the legitimacy of four (4) release requests totaling \$3,520.03, one (1) refund request totaling \$59.91, and fifty-four (54) Motor Vehicle Bill adjustments / refunds totaling \$2,751.52.

Common reasons for release of tax bill amounts include changes in exemption status, change in situs, businesses closing / being sold, and material changes in property structures. The refund requests are driven by adjustments to exemption status and property billed in error. The motor vehicle bill adjustments are largely due to pro-ration of tax bill amounts to account for mid-year transfers of ownership. (A detailed transaction summary of individual transactions is attached.)

Consistent with current practice, the Tax Collector will continue to present any material refunds or releases of significant dollar amounts individually, rather than bundled together with other minor transactions on consent agenda.

RECOMMENDATION

Staff recommends the Board of Commissioners approves four (4) releases totaling \$3,520.03, one (1) refund request totaling \$59.91 and fifty-four (54) Motor Vehicle Bill adjustments / refunds totaling \$2,751.52 requested during the month of March.

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)	
3032486	2019	Bradshaw, Kevin Michael	Release	147,525.00	0.00	\$1,952.50	2017 COBALT 3WS was traded in for the 2018 MALIBU and was being stored at Lake Norman Marina and not at residence which was City of Hickory	
3032486	2018	Bradshaw, Kevin Michael	Release	67,000.00	0.00	\$870.74	2017 COBALT was being stored at Lake Norman Marina in Sherrills Ford and not at their residence in Hickory.	
3031648	2019	Cresco Capital Inc	Release	91,093.00	0.00	\$674.42	Truck was repossessed in March 2018 and re-leased and registered in New York in April 2018	
3024887	2019	Unger, Gary Wayne	Release	<u>2,787.00</u>	<u>0.00</u>	<u>\$22.37</u>	Sold 1986 Shamrock boat and trailer in March 2018	
				<u>308,405</u>	<u>0</u>	<u>\$3,520.03</u>		
Number (Please include leading zeros)								
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)	
3048131	2019	Berry, Dennis Howard/Berry, Lori	Refund	<u>13,210.00</u>	<u>5,486.00</u>	<u>\$59.91</u>	Value was entered incorrectly; clerical error	
				<u>13,210.00</u>	<u>5,486.00</u>	<u>\$59.91</u>		



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Payee Name	Address 1	Address 2	Address 3	Plate Number	Status	Refund Description	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
ABERNATHY, WESLEY KYLE	1411 TOMLINSON LOOP		CONNELLY SPRINGS, NC 28612	HHA7292	PENDING	Refund Generated due to proration on Bill #0052237595-2019- 2019-0000-00	CATA	Tax	(\$63.42)	\$0.00	(\$63.42)
							F11	Tax	(\$9.93)	\$0.00	(\$9.93)
											Refund
ANDERSON, CONNIE MATTHEW	6868 LITTLE MOUNTAIN RD		SHERRILLS FORD, NC 28673	CJ85745	PENDING	Refund Generated due to proration on Bill #0049684867-2019- 2019-0000-00	CATA	Tax	(\$64.21)	\$0.00	(\$64.21)
							F08	Tax	(\$14.52)	\$0.00	(\$14.52)
											Refund
BOWMAN, NORMAN LONG	4126 6TH ST NW		HICKORY, NC 28601	CHW4367	PENDING	Refund Generated due to proration on Bill #0035034345-2018- 2018-0000-00	CATA	Tax	(\$19.90)	\$0.00	(\$19.90)
							F20	Tax	(\$4.15)	\$0.00	(\$4.15)
											Refund
BURTON, KEITH ALLEN II	930 37TH AVE NE		HICKORY, NC 28601	VVM4155	PENDING	Refund Generated due to proration on Bill #0036404056-2018- 2018-0000-00	CATA	Tax	(\$29.52)	(\$1.47)	(\$30.99)
							C05	Tax	(\$29.08)	(\$1.46)	(\$30.54)
							C05	Vehicle Fee	\$0.00	\$0.00	\$0.00
											Refund
CHAVEZ, JOSUE ISRAEL	2387 24TH STREET LN NE		HICKORY, NC 28601	HAF3998	PENDING	Refund Generated due to adjustment on Bill #0050957126-2019- 2019-0000-00	CATA	Tax	(\$11.09)	\$0.00	(\$11.09)
							C05	Tax	(\$11.34)	\$0.00	(\$11.34)
							C05	Vehicle Fee	\$0.00	\$0.00	\$0.00
											Refund
CONNOR, TINA ELIZABETH	5584 LAVON AVE		CATAWBA, NC 28609	DTEC	PENDING	Refund Generated due to proration on Bill #0014448145-2018- 2018-0000-00	CATA	Tax	(\$2.91)	\$0.00	(\$2.91)
							F09	Tax	(\$0.42)	\$0.00	(\$0.42)
											Refund
CORNACCHIO, MARVA BLACKBURN	1396 PRINCE ST		HICKORY, NC 28602	DCC6813	PENDING	Refund Generated due to proration on Bill #0024049858-2019- 2019-0000-00	CATA	Tax	(\$56.02)	\$0.00	(\$56.02)
							F03	Tax	(\$6.99)	\$0.00	(\$6.99)
											Refund
DECKER, LAURIE ANN	PO BOX 9087		HICKORY, NC 28603	HHK9438	PENDING	Refund Generated due to proration on Bill #0052099406-2019- 2019-0000-00	CATA	Tax	(\$52.34)	\$0.00	(\$52.34)
							F03	Tax	(\$6.54)	\$0.00	(\$6.54)
											Refund
DELLINGER, CRYSTAL RATHBONE	2086 E MAIDEN RD		MAIDEN, NC 28650	ZYA9589	PENDING	Refund Generated due to proration on Bill #0001254826-2018- 2018-0000-00	CATA	Tax	(\$3.53)	\$0.00	(\$3.53)
							F10	Tax	(\$0.49)	\$0.00	(\$0.49)
											Refund
DELLINGER, GREGORY FORD	2086 E MAIDEN RD		MAIDEN, NC 28650	TVE1634	PENDING	Refund Generated due to proration on Bill #0014444987-2018- 2018-0000-00	CATA	Tax	(\$1.77)	\$0.00	(\$1.77)
							F10	Tax	(\$0.25)	\$0.00	(\$0.25)
											Refund
DERR, ERICA SIDES	4019 8TH STREET LN NE		HICKORY, NC 28601	FJV3232	PENDING	Refund Generated due to proration on Bill #0045094579-2019- 2019-0000-00	CATA	Tax	(\$20.20)	\$0.00	(\$20.20)
							C05	Tax	(\$20.64)	\$0.00	(\$20.64)
							C05	Vehicle Fee	\$0.00	\$0.00	\$0.00
											Refund
ELLWOOD,	7523 WHITE		HICKORY, NC	DLW3596	PENDING	Refund Generated due	CATA	Tax	(\$56.30)	\$0.00	(\$56.30)



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WARREN CURTIS JR	PINE DR		28602			to proration on Bill #0029652125-2019-2019-0000-00	F03	Tax	(\$7.03)	\$0.00	(\$7.03)
										Refund	\$63.33
FOBARE, JAMES PATRICK	3311 DANIAL ST		CONOVER, NC 28613	DJY9485	PENDING	Refund Generated due to proration on Bill #0039750783-2019-2019-0000-00	CATA	Tax	(\$34.35)	\$0.00	(\$34.35)
							F05	Tax	(\$7.17)	\$0.00	(\$7.17)
										Refund	\$41.52
FOSTER, MARTHA BALLARD	1937 BEAR PAW		HICKORY, NC 28602	CK49836	PENDING	Refund Generated due to proration on Bill #0042731153-2018-2018-0000-00	CATA	Tax	(\$26.20)	\$0.00	(\$26.20)
							F04	Tax	(\$2.82)	\$0.00	(\$2.82)
										Refund	\$29.02
FULLWOOD, NEIL THOMAS	480 14TH AVE NE		HICKORY, NC 28601	DLW1782	PENDING	Refund Generated due to proration on Bill #0029181901-2019-2019-0000-00	CATA	Tax	(\$6.09)	\$0.00	(\$6.09)
							C05	Tax	(\$6.23)	\$0.00	(\$6.23)
							C05	Vehicle Fee	\$0.00	\$0.00	\$0.00
										Refund	\$12.32
GULLATTA, RYAN MATTHEW	4300 SLANTING BRIDGE RD		SHERRILLS FORD, NC 28673	RMGUS	PENDING	Refund Generated due to proration on Bill #0021067852-2018-2018-0000-00	CATA	Tax	(\$33.23)	\$0.00	(\$33.23)
							F08	Tax	(\$6.36)	\$0.00	(\$6.36)
										Refund	\$39.59
HAWN, MELVIN JUSTIN	6838 ROYAL HEIGHTS CIR		HICKORY, NC 28602	FAM8583	PENDING	Refund Generated due to proration on Bill #0042819647-2018-2018-0000-00	CATA	Tax	(\$23.72)	\$0.00	(\$23.72)
							F03	Tax	(\$3.09)	\$0.00	(\$3.09)
										Refund	\$26.81
HURST, LEONARD EARL JR	3937 2ND STREET DR NW		HICKORY, NC 28601	WTS9096	PENDING	Refund Generated due to proration on Bill #0014467417-2017-2017-0000-00	CATA	Tax	(\$31.43)	\$0.00	(\$31.43)
							C05	Tax	(\$30.97)	\$0.00	(\$30.97)
							C05	Vehicle Fee	\$0.00	\$0.00	\$0.00
										Refund	\$62.40
HYDE, KEVIN JOHN	7901 STILLWATER DR		SHERRILLS FORD, NC 28673	EMT2864	PENDING	Refund Generated due to proration on Bill #0046543888-2018-2018-0000-00	CATA	Tax	(\$21.81)	(\$1.25)	(\$23.06)
							F08	Tax	(\$4.17)	(\$0.24)	(\$4.41)
										Refund	\$27.47
JARRETT, JAMES JACOB	9355 W NC 10 HWY		VALE, NC 28168	DFV4287	PENDING	Refund Generated due to proration on Bill #0031600624-2018-2018-0000-00	CATA	Tax	(\$16.00)	\$0.00	(\$16.00)
							F17	Tax	(\$2.09)	\$0.00	(\$2.09)
										Refund	\$18.09
KILBY, MICHAEL GORDON	924 N CENTER ST		HICKORY, NC 28601	TPX2038	PENDING	Refund Generated due to proration on Bill #0044147017-2019-2019-0000-00	CATA	Tax	(\$71.68)	\$0.00	(\$71.68)
							C05	Tax	(\$73.24)	\$0.00	(\$73.24)
							C05	Vehicle Fee	\$0.00	\$0.00	\$0.00
										Refund	\$144.92
LAWSON, ASHLEY NICOLE	3885 MOUNT BEULAH RD		SHERRILLS FORD, NC 28673	MVPTU	PENDING	Refund Generated due to proration on Bill #0025241453-2018-2018-0000-00	CATA	Tax	(\$2.73)	\$0.00	(\$2.73)
							F08	Tax	(\$0.52)	\$0.00	(\$0.52)
										Refund	\$3.25
LINEBERGER, TANGELA VIRGINIA	2005 TIGER EYE AVE		INDIAN TRAIL, NC 28079	DMV8295	PENDING	Refund Generated due to proration on Bill #0035009932-2018-2018-0000-00	CATA	Tax	(\$6.22)	\$0.00	(\$6.22)
							C02	Tax	(\$6.28)	\$0.00	(\$6.28)
										Refund	\$12.50
MALLONEE, SUSAN WILLIAMSON	2748 TRENT DR NE		CONOVER, NC 28613	0470SB	PENDING	Refund Generated due to proration on Bill #0046531665-2018-2018-0000-00	CATA	Tax	(\$37.10)	\$0.00	(\$37.10)
							C04	Tax	(\$32.26)	\$0.00	(\$32.26)
							C04	Vehicle Fee	\$0.00	\$0.00	\$0.00



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						Refund	\$69.36			
MCALLISTER, JOHN SHUFORD-ROWE	1871 9TH STREET DR NW	HICKORY, NC 28601	FLJ4304	PENDING	Refund Generated due to proration on Bill #0046244139-2019-2019-0000-00	CATA	Tax	(\$49.16)	\$0.00	(\$49.16)
						C05	Tax	(\$50.23)	\$0.00	(\$50.23)
						C05	Vehicle Fee	(\$5.00)	\$0.00	(\$5.00)
						Refund			\$104.39	
MITCHELL, JASON EDWARD	4505 BUFFALO SHOALS RD	MAIDEN, NC 28650	CM10358	PENDING	Refund Generated due to adjustment on Bill #0052434778-2019-2019-0000-00	CATA	Tax	(\$71.53)	\$0.00	(\$71.53)
						F09	Tax	(\$9.70)	\$0.00	(\$9.70)
						Refund			\$81.23	
MOORE, CHARLES MAURICE	1516 KELLEY CT	CONOVER, NC 28613	G80RFANZ	PENDING	Refund Generated due to proration on Bill #0025346448-2018-2018-0000-00	CATA	Tax	(\$19.57)	\$0.00	(\$19.57)
						F07	Tax	(\$2.21)	\$0.00	(\$2.21)
						Refund			\$21.78	
MOSCOTTE, ANDRES OSVALDO	941 22ND ST NE	HICKORY, NC 28601	FLK3184	PENDING	Refund Generated due to proration on Bill #0046341219-2019-2019-0000-00	CATA	Tax	(\$79.33)	\$0.00	(\$79.33)
						C05	Tax	(\$81.05)	\$0.00	(\$81.05)
						C05	Vehicle Fee	\$0.00	\$0.00	\$0.00
						Refund			\$160.38	
ORTEGA, ALFREDO	3605 STARTOWN RD	NEWTON, NC 28658	BJW7823	PENDING	Refund Generated due to proration on Bill #0036636274-2018-2018-0000-00	CATA	Tax	(\$2.49)	(\$0.13)	(\$2.62)
						F14	Tax	(\$0.52)	(\$0.02)	(\$0.54)
						Refund			\$3.16	
PARRISH, ANGEL DAWN	9214 REEPSVILLE RD	VALE, NC 28168	EJS7274	PENDING	Refund Generated due to proration on Bill #0043274041-2018-2018-0000-00	CATA	Tax	(\$9.80)	(\$0.48)	(\$10.28)
						F04	Tax	(\$1.06)	(\$0.06)	(\$1.12)
						Refund			\$11.40	
PHAM, LOAN LE	2006 19TH AVENUE CIR NE	HICKORY, NC 28601	HHK7271	PENDING	Refund Generated due to adjustment on Bill #0052353413-2019-2019-0000-00	CATA	Tax	(\$33.52)	\$0.00	(\$33.52)
						C05	Tax	(\$34.25)	\$0.00	(\$34.25)
						C05	Vehicle Fee	\$0.00	\$0.00	\$0.00
						Refund			\$67.77	
RAND, ROGER FRANK	3855 8TH STREET PL NW	HICKORY, NC 28601	BFD8961	PENDING	Refund Generated due to proration on Bill #0022351130-2019-2019-0000-00	CATA	Tax	(\$31.87)	\$0.00	(\$31.87)
						C05	Tax	(\$32.56)	\$0.00	(\$32.56)
						C05	Vehicle Fee	\$0.00	\$0.00	\$0.00
						Refund			\$64.43	
ROBERTS, SHARON KNIGHT	220 HIGH RIDGE CIR	MAIDEN, NC 28650	BP34868	PENDING	Refund Generated due to proration on Bill #0031696899-2018-2018-0000-00	CATA	Tax	(\$24.82)	\$0.00	(\$24.82)
						F10	Tax	(\$3.45)	\$0.00	(\$3.45)
						Refund			\$28.27	
ROSENBAUM, GABRIELLE LOVE	4586 ENOCH DR	SHERRILLS FORD, NC 28673	FMX7113	PENDING	Refund Generated due to proration on Bill #0046472139-2019-2019-0000-00	CATA	Tax	(\$60.93)	\$0.00	(\$60.93)
						F08	Tax	(\$13.78)	\$0.00	(\$13.78)
						Refund			\$74.71	
SAIN, SHELLIE MALINDA	604 34TH ST NE	CONOVER, NC 28613	BDJ5598	PENDING	Refund Generated due to proration on Bill #0046244139-2019-2019-0000-00	CATA	Tax	(\$33.64)	\$0.00	(\$33.64)
						F05	Tax	(\$7.02)	\$0.00	(\$7.02)



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						Refund	\$40.66			
SHADE, ANGELA SMITH	1111 4TH STREET DR SE	CONOVER, NC 28613	EAS1261	PENDING	Refund Generated due to proration on Bill #0044419880-2018-2018-0000-00	CATA	Tax	(\$31.80)	(\$1.59)	(\$33.39)
						C04	Tax	(\$27.65)	(\$1.38)	(\$29.03)
						C04	Vehicle Fee	\$0.00	\$0.00	\$0.00
						Refund	\$62.42			
SHIMELD, THOMAS EDWARD III	898 38TH AVE NE	HICKORY, NC 28601	EFY5523	PENDING	Refund Generated due to proration on Bill #0044175724-2019-2019-0000-00	CATA	Tax	(\$72.67)	\$0.00	(\$72.67)
						C05	Tax	(\$74.24)	\$0.00	(\$74.24)
						C05	Vehicle Fee	\$0.00	\$0.00	\$0.00
						Refund	\$146.91			
SIGMON, JOEL BRENT	4922 W NC 10 HWY	NEWTON, NC 28658	CK50015	PENDING	Refund Generated due to adjustment on Bill #0042990431-2018-2018-0000-00	CATA	Tax	(\$30.78)	\$0.00	(\$30.78)
						F04	Tax	(\$3.32)	\$0.00	(\$3.32)
						Refund	\$34.10			
SINGLETERY, KELSEY ANTOINETTE	126 RAMSEUR RD	MAIDEN, NC 28650	TAM3542	PENDING	Refund Generated due to proration on Bill #0050266316-2019-2019-0000-00	CATA	Tax	(\$10.73)	\$0.00	(\$10.73)
						F10	Tax	(\$1.41)	\$0.00	(\$1.41)
						Refund	\$12.14			
SMITH, DENNIS WAYNE	711 NORTH MAIN AVE	MAIDEN, NC 28650	FER4096	PENDING	Refund Generated due to proration on Bill #0048093060-2018-2018-0000-00	CATA	Tax	(\$9.42)	\$0.00	(\$9.42)
						C07	Tax	(\$6.22)	\$0.00	(\$6.22)
						Refund	\$15.64			
SMITH, JAYSON WILLIAM	9539 ISLAND POINT RD	SHERRILLS FORD, NC 28673	CL16538	PENDING	Refund Generated due to adjustment on Bill #0046377665-2018-2018-0000-00	CATA	Tax	(\$69.57)	\$0.00	(\$69.57)
						F08	Tax	(\$13.31)	\$0.00	(\$13.31)
						Refund	\$82.88			
SPENCER, GREGORY KENNETH	1277 KENSINGTON CIR	NEWTON, NC 28658	XTC7054	PENDING	Refund Generated due to proration on Bill #0014457257-2018-2018-0000-00	CATA	Tax	(\$14.17)	\$0.00	(\$14.17)
						C08	Tax	(\$13.31)	\$0.00	(\$13.31)
						Refund	\$27.48			
STEENSMA, MARY PION	7029 PEBBLE BAY DR	DENVER, NC 28037	PFL2853	PENDING	Refund Generated due to proration on Bill #0038036448-2018-2018-0000-00	CATA	Tax	(\$15.48)	\$0.00	(\$15.48)
						F08	Tax	(\$2.96)	\$0.00	(\$2.96)
						Refund	\$18.44			
STEENSMA, MARY PION	7029 PEBBLE BAY DR	DENVER, NC 28037	CKD9334	PENDING	Refund Generated due to proration on Bill #0027039023-2018-2018-0000-00	CATA	Tax	(\$28.03)	\$0.00	(\$28.03)
						F08	Tax	(\$5.36)	\$0.00	(\$5.36)
						Refund	\$33.39			
STEENSMA, MATTHEW THOMAS	7029 PEBBLE BAY DR	DENVER, NC 28037	HEY4919	PENDING	Refund Generated due to proration on Bill #0051334662-2019-2019-0000-00	CATA	Tax	(\$41.35)	\$0.00	(\$41.35)
						F08	Tax	(\$9.35)	\$0.00	(\$9.35)
						Refund	\$50.70			
TATE, TINA PARKS	1965 8TH ST SE	HICKORY, NC 28602	2010DS	PENDING	Refund Generated due to proration on Bill #0045011605-2019-2019-0000-00	CATA	Tax	(\$120.28)	\$0.00	(\$120.28)
						C05	Tax	(\$122.90)	\$0.00	(\$122.90)
						C05	Vehicle Fee	\$0.00	\$0.00	\$0.00
						Refund	\$243.18			



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TOMBERLIN, MICHAEL BRENT	1750 4TH STREET CIR NE		HICKORY, NC 28601	0264LR	PENDING	Refund Generated due to proration on Bill #0001241503-2019- 2019-0000-00	CATA	Tax	(\$24.63)	\$0.00	(\$24.63)
							C05	Tax	(\$25.17)	\$0.00	(\$25.17)
							C05	Vehicle Fee	\$0.00	\$0.00	\$0.00
							Refund				
TURNBULL, VIRGINIA MOORE	4816 ACRELAND DR		CLAREMONT, NC 28610	FBV4603	PENDING	Refund Generated due to proration on Bill #0050246557-2019- 2019-0000-00	CATA	Tax	(\$31.89)	\$0.00	(\$31.89)
							F07	Tax	(\$3.60)	\$0.00	(\$3.60)
							Refund				
TWOMEY, SANDRA CHAMBERS	1750 20TH AVENUE DR NE	APT 120	HICKORY, NC 28601	TAM2395	PENDING	Refund Generated due to proration on Bill #0050018534-2018- 2018-0000-00	CATA	Tax	(\$15.43)	\$0.00	(\$15.43)
							C05	Tax	(\$15.20)	\$0.00	(\$15.20)
							C05	Vehicle Fee	\$0.00	\$0.00	\$0.00
							Refund				
UNDERWOOD, TIMOTHY WAYNE	PO BOX 1062		HICKORY, NC 28603	FBV5732	PENDING	Refund Generated due to proration on Bill #0049224761-2019- 2019-0000-00	CATA	Tax	(\$42.87)	\$0.00	(\$42.87)
							F20	Tax	(\$11.18)	\$0.00	(\$11.18)
							Refund				
WALKER, REGINA JO	1204 EMMANUEL CHURCH RD	APT 3	CONOVER, NC 28613	HHK9205	PENDING	Refund Generated due to proration on Bill #0051966652-2019- 2019-0000-00	CATA	Tax	(\$12.28)	\$0.00	(\$12.28)
							C04	Tax	(\$10.68)	\$0.00	(\$10.68)
							C04	Vehicle Fee	\$0.00	\$0.00	\$0.00
							Refund				
WALLACE, JAMARIUS ALI	1243 MAIN AVE. DR. NW	APT 6	HICKORY, NC 28601	HDW5564	PENDING	Refund Generated due to proration on Bill #0050165115-2019- 2019-0000-00	CATA	Tax	(\$9.59)	(\$0.55)	(\$10.14)
							C06	Tax	(\$9.50)	(\$0.55)	(\$10.05)
							Refund				
WHITE WHOLESALE TIRE COMPANY INC	PO BOX 879		HICKORY, NC 28603	FF5119	PENDING	Refund Generated due to proration on Bill #0030804883-2018- 2018-0000-00	CATA	Tax	(\$71.87)	\$0.00	(\$71.87)
							C05	Tax	(\$70.81)	\$0.00	(\$70.81)
							C05	Vehicle Fee	\$0.00	\$0.00	\$0.00
							Refund				
WILCOX, KATHY ANN	3896 PADDOCK DR		MAIDEN, NC 28650	CL30199	PENDING	Refund Generated due to adjustment on Bill #0048100410-2018- 2018-0000-00	CATA	Tax	(\$24.13)	\$0.00	(\$24.13)
							F10	Tax	(\$3.36)	\$0.00	(\$3.36)
							Refund				
										Refund Total	\$2751.52

COMMISSIONER APPROVAL OF RELEASES & REFUNDS

TIME PERIOD: March 1, 2020 Thru March 31, 2020

PROCESSED: April 6, 2020

REGULAR RELEASES

MOTOR VEHICLE	\$0.00
REAL & PERSONAL	\$3,520.03
TOTALS	\$3,520.03

REGULAR REFUNDS

MOTOR VEHICLE	\$0.00
REAL & PERSONAL	\$59.91
TOTALS	\$59.91

COUNTY GRAND TOTAL \$3,579.94

NEW MOTOR VEHICLE SYSTEM REFUNDS (VTS)

MOTOR VEHICLE NCVTS	\$2,751.52
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RANDY ISENHOWER
CHAIRMAN OF THE BOARD
CATAWBA COUNTY BOARD OF COMMISSIONERS

MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Bryan D. Blanton, Emergency Services Director

DATE: April 20, 2020

SUBJECT: Designation of Primary and Secondary Agents for Public Assistance Program

Request:

Staff requests the Board of Commissioners adopts a resolution designating Primary and Secondary Agents to execute and file applications for federal and/or state assistance on behalf of Catawba County related to the COVID-19 pandemic.

Background:

On March 25, 2020 President Trump declared that a major disaster exists in the State of North Carolina. The declaration (FEMA-4487-NC) provides Public Assistance to all 100 North Carolina counties, allowing local governments, state agencies and eligible non-profits to be reimbursed for costs involved in responding to the outbreak of the Coronavirus.

In addition to executing and filing applications, the Primary and Secondary Agents will represent and act for Catawba County in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters related to disaster assistance associated with the above named disaster.

This is same process that the County has followed when requesting public assistance for other emergencies.

Recommendations:

Staff recommends the Board of Commissioners adopts a resolution designating Bryan Blanton, Director of Emergency Services as the Primary Agent and Karyn Yaussy, Emergency Management Coordinator as the Secondary Agent for federal and/or state assistance related to the COVID-19 pandemic.

DESIGNATION OF APPLICANT'S AGENT AND APPLICANT ASSURANCES FOR PUBLIC ASSISTANCE

ORGANIZATION NAME (HEREAFTER NAMED ORGANIZATION)
Catawba County

PRIMARY AGENT	SECONDARY AGENT
AGENT'S NAME Bryan D. Blanton	AGENT'S NAME Karyn Yaussy
ORGANIZATION Catawba County Emergency Services	ORGANIZATION Catawba County Emergency Services
OFFICIAL POSITION Director	OFFICIAL POSITION Emergency Management Coordinator
MAILING ADDRESS PO Box 389	MAILING ADDRESS PO Box 389
CITY, STATE, ZIP Newton, NC 28658	CITY, STATE, ZIP Newton, NC 28658
DAYTIME TELEPHONE 828-465-8233	DAYTIME TELEPHONE 828-465-8989
FACSIMILE NUMBER	FACSIMILE NUMBER
PAGER OR CELLULAR NUMBER 828-302-5141	PAGER OR CELLULAR NUMBER 828-446-4108

THE ABOVE PRIMARY AND SECONDARY AGENTS ARE HEREBY AUTHORIZED TO EXECUTE AND FILE APPLICATION FOR PUBLIC ASSISTANCE ON BEHALF OF THE ORGANIZATION FOR THE PURPOSE OF OBTAINING CERTAIN STATE AND FEDERAL FINANCIAL ASSISTANCE UNDER THE ROBERT T. STAFFORD DISASTER RELIEF & EMERGENCY ASSISTANCE ACT, (PUBLIC LAW 93-288 AS AMENDED) OR OTHERWISE AVAILABLE. THIS AGENT IS AUTHORIZED TO REPRESENT AND ACT FOR THE ORGANIZATION IN ALL DEALINGS WITH THE STATE OF NORTH CAROLINA AND THE FEDERAL EMERGENCY MANAGEMENT AGENCY FOR MATTERS PERTAINING TO SUCH DISASTER ASSISTANCE REQUIRED BY THE AGREEMENTS AND ASSURANCES PRINTED ON THE REVERSE SIDE HEREOF.

CHIEF FINANCIAL OFFICER	CERTIFYING OFFICIAL
NAME Bob Miracle	OFFICIAL'S NAME C. Randall Isenhower
ORGANIZATION Catawba County	ORGANIZATION Catawba County Board of Commissioners
OFFICIAL POSITION Assistant County Manager / CFO	OFFICIAL POSITION Chairman
MAILING ADDRESS PO Box 389	MAILING ADDRESS PO Box 389
CITY, STATE, ZIP Newton, NC 28658	CITY, STATE, ZIP Newton, NC 28658
DAYTIME TELEPHONE 828-465-8215	DAYTIME TELEPHONE 828-464-0101
FACSIMILE NUMBER	FACSIMILE NUMBER
PAGER OR CELLULAR NUMBER 828-838-0944	PAGER OR CELLULAR NUMBER 828-612-5759

APPLICANT'S STATE COGNIZANT AGENCY FOR SINGLE AUDIT PURPOSES (IF A COGNIZANT AGENCY IS NOT ASSIGNED, PLEASE INDICATE):

APPLICANT'S FISCAL YEAR (FY) START

MONTH: **July**

DAY: **1**

APPLICANT'S FEDERAL EMPLOYER'S IDENTIFICATION NUMBER

56-6001814

APPLICANT'S STATE PAYEE IDENTIFICATION NUMBER

- -

CERTIFYING OFFICIAL'S SIGNATURE

MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Brad Fowler, Tax Administrator

DATE: March 20, 2020

SUBJECT: Waiver of Late List Penalties

Request:

The Board of Commissioners is requested to adopt a Resolution authorizing the Board of Equalization and Review (BER) to grant all valid requests for waiver of personal property late list penalties if the eligibility requirements are met.

Background:

General Statute 105-307 (c) allows the Board of Commissioners (BOC) to grant individual extensions of time for the listing of personal property upon written request of the taxpayer and for good cause shown. The request must be filed with the Tax Administrator no later than January 31, 2020 and must provide the reason the extension is being requested. The Board took action on November 18, 2019 allowing the Tax Administrator to grant these extensions to no later than April 15, 2020. Failure to meet the deadline results in a 10% late list penalty applied to the total tax bill.

Due to the state-wide and Catawba County COVID-19 related States of Emergency and the extension granted by the Internal Revenue Service to file income taxes through July 15, 2020, it is likely that some taxpayers will have difficulty meeting the extended April 15, 2020 deadline to list personal property. Consistent with guidance from the North Carolina Department of Revenue, along with adherence to General Statute 105-312(k), it is recommended that the Board of Commissioners authorizes the BER to grant waivers of penalties to those taxpayers who a.) requested an extension during the regular listing period; b.) filed a listing between April 15, 2020 and July 15, 2020; and c.) requested a waiver due to COVID-19.

Recommendation:

Staff recommends the Board of Commissioners adopts a Resolution authorizing the Board of Equalization and Review (BER) to grant all valid requests for waiver of personal property late list penalties if the eligibility requirements are met.

**Catawba County Board of Commissioners
Waiver of Late Listing Penalties Due to Covid-19**

WHEREAS, NCGS 105-307(a) requires that personal property be listed annually during the listing period from January 1 through January 31, and taxpayers who timely requested extensions for listing personal property this year had their deadline to file the listing extended to April 15, 2020 by the Catawba County Board of Commissioners (“Board”) on November 18, 2019; and

WHEREAS, in March 2020 the United States, the State of North Carolina, and Catawba County issued States of Emergency due to the Covid-19 Pandemic; and

WHEREAS, due to the State of Emergency, which has resulted in the Internal Revenue Service extending the deadline for filing income taxes to July 15, 2020, it is likely that some taxpayers will have difficulty meeting the April 15, 2020 extended deadline to list personal property; and

WHEREAS, the North Carolina Department of Revenue, Personal Property Section, has recommended the following procedure for waiving late listing penalties:

1. A waiver of penalties would only apply to those that requested an extension during the regular listing period;
2. Eligible taxpayers would be required to request a waiver due to COVID-19; and
3. The Board of Equalization and Review (“BER”) would grant valid requests pursuant to a consent agenda.

WHEREAS, this Board has authority under NCGS 105-312(k) to waive late listing penalties in its discretion.

NOW THEREFORE, the Board adopts the following Resolution for personal property tax listings for tax year 2020:

It is the intention of this Board to grant all requests for waiver of late listing penalties resulting from listing personal property after April 15, 2020 and on or before July 15, 2020, provided the following requirements are met:

1. The taxpayer requested an extension on or before January 31, 2020;
2. The taxpayer filed a listing between April 15, 2020 and July 15, 2020; and
3. The taxpayer filed a request for waiver.

The BER is hereby authorized to grant a waiver of late listing penalties provided the requirements set forth above are met. The Board requests the Assessor develop forms and procedures to best implement this policy. The Board believes this policy provides a fair and reasonable accommodation to those individuals or organizations in need of relief during this State of Emergency.

Motion to Approve: _____

APPROVED THIS 20th day of April, 2020.

C. Randall Isenhower, Chair
Catawba County Board of Commissioners

Budget Transfers: Pursuant to Board authority granted to the County Manager, the following budget transfers have been completed:

Contingency Transfers:

Masks - Personal Projective Equipment

Transfer

From:

110-190100-994000	Contingency	\$48,000
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To:

110-260050-833050	Supplies-COVID-19	\$48,000
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3/24/20 – Contingency transfer needed to purchase 4,000 masks @\$12/each from a local company. Various cities have agreed to get some of these masks and depending upon federal reimbursement, may reimburse a portion of the cost.

MEMORANDUM

To: Catawba County Board of Commissioners
From: Nathan Huret, Catawba County EDC
Date: April 20, 2020
Re: DEMOLITION AND REDEVELOPMENT FEE WAIVER PROGRAM: PROPOSED CHANGES

REQUEST

EDC and County staff requests the Board of Commissioners considers renewal and proposed changes to the Catawba County Demolition and Redevelopment Fee Waiver Program.

BACKGROUND

The Catawba County Demolition and Redevelopment Fee Waiver Program provides targeted incentives to encourage:

- Redevelopment of existing structures for adaptive reuse
- Eradicating dilapidated and vacant buildings for the creation of pre-graded sites for commercial and industrial development

For projects that have met the guidelines of the Program **AND** were approved by the Catawba County EDC Board of Directors, solid waste landfill fees, as well as erosion control and demolition permit fees, are waived. The waiver program does not apply to any construction-related permits or solid waste disposal fees.

Since 2012, 22 projects have utilized the fee waiver program, waiving \$326,550 in one-time fees (related Solid Waste Enterprise Fund).

In exchange, private business has invested more than \$75 million in redeveloped or newly-constructed spaces – a ratio of \$229 of private investment for each \$1 in waived fees.

PROGRAM ANALYSIS

The Program has not been reviewed or modified since 2014 and technically had a sunset date of June 30, 2015.

In anticipation of renewing the Program, County and EDC staff have conducted a thorough Program analysis – attempting to answer four questions:

1. Has the program encouraged new private redevelopment investment?
2. Have any existing program requirements (acreage OR investment) acted as too significant a barrier?
3. Is the program accessible to only “larger” projects – are we missing the “little guy”?
4. How are the projects geographically distributed across Catawba County?

PROPOSED CHANGES

Based on the Program analysis, EDC and County Staff are recommending the following changes to the Catawba County Demolition and Redevelopment Fee Waiver Program:

- Removing the Program’s original 2-acre minimum – re-investment should be the focus
- Investment is required, but scaled by applicant’s annual revenue:

ANNUAL REVENUE	REQUIRED INVESTMENT
< \$5M	\$250,000 or more
\$5M - \$20M	5% of annual revenues or more
> \$20M	\$1M or more

- If vacating local property, applicant must provide more detailed market or development plan for the vacated property
- The applicant pays all associated fees and then is reimbursed upon either certificate of occupancy (CO) or certificate of completion (CC)
- A true fee waiver - County would “cover” the \$2/ton state fee that otherwise cannot be waived
- Renew the program through Jan. 1, 2024, with a required review every two years

RECOMMENDATION

EDC and County staff recommends the Board of Commissioners renews the Catawba County Demolition and Redevelopment Fee Waiver Program and adopts the changes outlined above.

DEMOLITION AND REDEVELOPMENT FEE WAIVER PROGRAM OVERVIEW

The Catawba County Demolition and Redevelopment Fee Waiver Program provides targeted incentives to encourage:

- Redevelopment of existing structures for adaptive reuse
- Eradicating dilapidated and vacant buildings for the creation of pre-graded sites for commercial and industrial development

For projects that meet the guidelines of the Program **AND** are approved by the Catawba County EDC Board of Directors, fees will be waived for solid waste (to include all State-permitted waste streams accepted at the Blackburn landfill), such as land clearing debris, municipal solid waste and construction and demolition (C&D) debris. Fees for erosion control and demolition permits may also be waived for approved projects.

REDEVELOPMENT FEE WAIVER PROGRAM

Investment guidelines listed below must be followed to initially qualify for the Redevelopment Fee Waiver Program:

Small Business (applicant's annual revenues less than \$5M)

- A redevelopment investment greater than or equal to \$250,000

Medium Business (applicant's annual revenues between \$5 – 20M)

- A redevelopment investment greater than or equal to 5% of annual revenues (ex. 5% of \$10M = \$500,000 investment)

Large Business (applicant's annual revenues over \$20M)

- A redevelopment investment greater than or equal to \$1,000,000

OTHER REDEVELOPMENT PROGRAM GUIDELINES

- There are no minimum acreage requirements for consideration
- There are no square footage requirements for demolition
- The redevelopment investment **excludes** the cost of demolition and **includes** only expenditures towards the redevelopment or new development of industrial OR commercial facilities on the same parcel within 12 months of the Fee Waiver approval
- Any demolished structure is eligible (including residential) **IF** the demolition results in eligible investment
- All efforts should be made by the applicant and demolition contractor to sort like-materials – see Appendix for complete list of materials and applicable fees
- Applicant must provide at least one (1) estimate from a demolition contractor that includes a tonnage estimate of materials that will be hauled to the landfill.
- If applicant is vacating one facility for a redeveloped facility elsewhere in Catawba County, the applicant needs to provide a marketing or development plan for the now-vacated property
- The applicant will pay all initial landfill fees and be reimbursed by County upon either certificate of completion or certificate of occupancy.
- If requested, applicant will provide materials verifying annual revenue and qualification as either a “Small”, “Medium” or “Large” Business for the purposes of this Program.
- Meeting the Program’s requirements does not guarantee approval by the Catawba County EDC boards – factors such as job creation, average wage of the new jobs, geographic location, development potential, project scale, etc. will also be considered.

PRE-GRADED SITES PROGRAM

Acreage and redevelopment guidelines listed below must be followed to initially qualify for the Pre-Graded Sites Fee Waiver Program:

- Sites under consideration should be located in an area reasonably suited for future development as determined by the Catawba County EDC
- Site must be a minimum of 2 acres (can be combined with adjacent parcels) and have a specific sales or lease price.
- Applicant must provide a marketing or development plan for the site post-demolition
- Applicant must follow the guidelines of the Redevelopment Fee Waiver program, except for minimum acreage requirements and verification of business size (i.e., annual revenues)

DEMOLITION AND REDEVELOPMENT FEE WAIVER PROGRAM: 2020 APPLICATION

Applicant/Business Name: _____

Applicant Mailing Address: _____

Applicant Telephone: _____ **Applicant Email:** _____

Applicant Business Size (Annual Revenue):

Small (\$0-5M) Medium (\$5M-20M) Large (Over \$20M)

Site Address: _____ **Parcel ID#:** _____

Year Built: _____ **Previous or Current Use(s) of Building:** _____

Is the facility vacant? No Yes **If so, approximately how long?** _____

If not vacant, do you consider the property under-utilized (i.e., auto or equipment storage, etc.)?

Site Acreage: _____ **Square Footage (to be demolished):** _____

Have there been any environmental assessments or testing performed on the property?

Phase 1? No Yes **Date?** _____ **Phase 2?** No Yes **Date?** _____

Estimated amount of material to be removed from site: _____ **Tons**

(please attach tonnage estimate from demolition contractor)

Plans for the Property Following Demolition (include approximate timeline):

Estimated redevelopment investment: \$ _____

of New Jobs Created: _____ **# of Existing Jobs Retained:** _____

Marketing or Development Plans for Currently Occupied Facility (if applicable):

APPENDIX

Application & Consideration Process

1. The request for the County to waive fees must be in writing to Catawba County EDC, along with a completed application.
2. County staff will meet with EDC staff and client (subject property owner) when applicable to discuss the project and develop a timeline for each site on a case-by-case basis.
3. County Building Inspector will complete a final inspection if demolition permit is applicable.
4. Waiver of fees is not an exemption from applicable local or state regulations, such as plan review, permit issuance and inspections, handling of waste and debris, or other stipulation.

Under extenuating or unusual circumstances, flexibility to these guidelines may be granted by means of letters of support by the manager and/or elected body of the affected local governing body.

Landfill & Material Requirements

- All land clearing debris, construction and demolition debris and other municipal solid waste debris from the subject site, whether associated with waived fees or not, must be delivered to the County's Blackburn Landfill.
- All loads subject to waived fees must be segregated into grindable and non-grindable loads.
- Dilapidated buildings having asbestos must be handled according to State regulations.
- County cannot waive \$2 per ton State disposal tax when applicable. The State tax will be the responsibility of the waste hauler.
- All materials banned from landfills by State regulations must be removed from loads and handled appropriately.

NC General Statute §130A-309.10(f) Materials Banned from Landfills:

- | | | |
|---|-------------------------|-------------------------|
| • Aluminum Cans | • Lead-acid batteries | • Plastic Bottles |
| • Beverage containers
from ABC permitted
facilities | • Motor oil and filters | • Computer
Equipment |
| • Anti-freeze | • Scrap tires | • Televisions |
| • Appliances | • Yard waste | |
| | • Oyster Shells | |
| | • Wooden Pallets | |

Please refer to the Adopted Schedule of Fees for FY 2019-2020 for costs associated with the following:

- Grindable Material \$ per ton
- Non-grindable Material* (\$12.50 minimum) \$ per ton + \$2 per ton State disposal tax
* \$12.50 minimum. Non-grindable material is buried in the C&D Landfill and therefore subject to \$2 per ton State disposal tax. The County has not waived State disposal tax in the past.
- Erosion Control 1st acre (\$200) + \$150/acre for each additional acre
Erosion control permits are required any time land is disturbed which is 1-acre or larger for undeveloped land being cleared and graded, and the demolition of a structure if land is disturbed. Plan review associated with erosion control permits averages 4 working days to complete.
- Demolition Permit Fee \$100
Building Codes require that a demolition permit be issued and inspections made to ensure the site is safe and clear of debris.

MEMORANDUM

To: Catawba County Board of Commissioners
From: Nathan Huret, Catawba County EDC
Date: April 20, 2020
Re: Atriax Group

REQUEST

County and EDC Staff requests the Board of Commissioners considers joining with the City of Hickory in a 50/50 match to apply for and administer a NC Building Reuse Grant (maximum cost to County of \$1,875), as well as waiving the landfill fees for demolition materials through the County's Redevelopment and Demolition Fee Waiver Program (approximate fee waiver of \$5,000), for the redevelopment of a vacant building in downtown Hickory into a modern and sustainably-designed headquarters for Atriax Group.

BACKGROUND

Atriax Group, a nationally-focused architectural and engineering firm, is considering the redevelopment of a vacant, unattractive building in Downtown Hickory into a modern and sustainably-designed headquarters. In addition to retaining Atriax's 28-member firm, the group anticipates creating **14 new jobs** (average \$53,714 - \$10,000 more than County's current average) and **investing \$1.2M** over the next year in significant interior and exterior improvements on the 11,000sf facility.

The State of North Carolina and the City of Hickory will also be considering incentive proposals, and the EDC is requesting Catawba County Board of Commissioners' consideration of incentives in order to encourage the expansion within Catawba County and position the redeveloped Atriax Headquarters as an upscale location designed to attract discerning, high-caliber professionals to Catawba County.

Atriax Group is a Service Disabled, Veteran-Owner Small Business with corporate headquarters in Hickory and satellite offices in Kansas City, KS and Dayton, OH.

Atriax conducts business nationally and internationally with much of its revenue generated from federal agencies, including civil engineering and architectural projects for the Department of Defense and FEMA.

With the size and scope of Atriax Group growth in recent years, architectural and engineering talent is paramount to the continued trajectory of the firm. In the face of growth and tremendous competition, the firm maintains attractive offices developed to modern standards are necessary in their "fight" for talent.

PROJECT OVERVIEW

The Atriax Group intends to complete an adaptive renovation on the interior and exterior of the former motorcycle parts shop (vacant >24 months) - bringing all systems of the structure up to modern standards and converting the space into upscale office space that should support the firm's ability to attract young engineering talent to the community. The office space will feature an open design studio environment for the architecture firm that will lease the space.

The project location would be in a blighted, industrial area of Hickory that is in need of a significant infusion of capital and creativity. The project and the estimated investment of \$1.2M would capitalize on the visibility of the building along the new City Walk and make a bold architectural statement about the design and construction capabilities of Atriax.

MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Scott Reilly, District Attorney 36th Prosecutorial District
Jennifer Mace, Budget & Management Director

DATE: April 20, 2020

SUBJECT: BJA-2020 Adult Drug Court and Veterans Treatment Court Discretionary Grant Proposal

REQUEST

The Board of Commissioners is requested to authorize the Catawba County District Attorney's office to submit a grant application to the Bureau of Justice Assistance (BJA) to establish a Veterans Treatment Court. The 25% match requirement for this grant will be met through in-kind contributions.

BACKGROUND

According to Justice for Vets, a division of the National Association of Drug Court Professionals, one in five veterans has symptoms of a mental health disorder or cognitive impairment and one in six in Operation Enduring Freedom and Operation Iraqi Freedom suffer from a substance use issues. Left untreated, these issues can lead directly to criminal justice involvement. Veterans have unique experiences and issues that can better be addressed by a court specialized in dealing with veterans because they are more familiar with veterans' problems as well as resources available to serve them. As such, Veterans Treatment Court would be a supplement to the existing successful Catawba County Recovery Court designed to serve the general population.

Recognizing this need, one of District Attorney Scott Reilly's top priorities is establishment of a Veterans Treatment Court. To this end, staff in the District Attorney's Office began working with Chief District Court Judge Cherry and the State to get approval for the addition of this specialty court. The biggest concern and obstacle was scheduling court time and having an available judge. The State has approved a 10th Judge for the district beginning January 1, 2021, creating scheduling capacity for the new specialty court.

BJA has announced availability of discretionary grants to fund implementation of Veterans Treatment Courts with an application deadline of May 14, 2020. States and local governments are eligible applicant agencies. The State of North Carolina no longer allows state agencies to apply for grants to serve local jurisdictions and instead requires them to partner with local jurisdictions. The Catawba County District Attorney's Office requests authorization to submit a grant on behalf of Catawba County to establish a Veterans Treatment Court. Grant funds are needed primarily to fund a coordinator and other associated operating and equipment expenses for the program, drug testing, training for the team, and possibly mentoring (peer support). The total potential grant funding is \$500,000 over three years, with 25% required cash or in-kind match, but is anticipated to be roughly \$350,000 (the grant request is still under development). The match will be met using in-kind resources including direct staff time such as the judge, prosecutor, and clerk, space, and potentially indirect services such as county staff time for grant management and fiscal oversight.

The District Attorney's Office has worked with numerous groups over the past year to plan the Veterans Treatment Court including Catawba County Veterans' Service, the Sheriff's Office, Clerk of Court's Office,

Probation/Parole, Cognitive Connection, NC Works, CVCC, and numerous other Veterans service organizations. The District Attorney's Office applied for and received a grant from Justice for Vets for training to assist jurisdictions in establishing Veterans Treatment Courts. The training is scheduled to take place June 24-26, 2020. As part of the Justice for Vets application there had to be a 10-person team assembled with key members. The team had to include a judge, court coordinator, prosecuting attorney, defense attorney, treatment provider, community supervision, law enforcement, evaluator, Veteran Justice Outreach Coordinator (VJO), and a mentor coordinator. The members of the team include:

Judge: Honorable David Aycock
Court Coordinator: Tammy West
Prosecuting Attorney: Lance Sigmon
Defense Attorney: Heather Higgins
Treatment Provider: Jack McConnell
Community Supervision: Blake Knight
Law Enforcement: Will Dobson
Evaluator: Honorable Kim Sigmon
VJO: Katherine Houghton (Asheville VA)
Mentor Coordinator: Wayne Burton

Participation time in VTC will vary on a case by case basis, but is expected to last 1-2 years and is anticipated to work as follows:

- 1) Participant Identification: Participants are identified at sentencing or by probation, then recommended to VTC. This court would only allow honorable discharges or less than honorable with mental health issues. All offenders have either pled guilty or been found guilty. The court would only accept *H&I felonies or misdemeanors*. No sexual assault cases will be considered. The VTC team would determine the eligibility of the offender in their weekly meetings before court. Court would be held every other week. The number of participants would be between 25-30 total at any given time.
- 2) Assessment: There are a number of assessments that will have to be performed on any potential VTC participant. Participation in the court is completely voluntary. The Offender Trait Inventory (OTI) will be used to identify veterans' needs. Also, some or all of the following assessments: Moral Inventory Event Scale, Alcohol Use Disorder Identification Test, General Anxiety Disorder, Becks Depression Inventory, Mood Disorder Questionnaire, Suicide Behavior Questionnaire, Life Stress Test and Alcohol/tobacco/Drugs Questionnaire.
- 3) Phase I: Stabilize the veterans living situation, if applicable. Work with community partners and Veterans' Affairs to assist the veteran with stable housing, clothes, food, etc. Basic needs must be met before treatment can be effective.
- 4) Phase II: Treatment of drug and alcohol issues and any underlying issues that cause the substance abuse. Potential issues may include: PTSD, Traumatic Brain Injury, Depression, Military Sexual Trauma or Adjustment Disorder. Treatment may include individual or group counseling sessions and other therapy sessions as deemed necessary by a treatment provider. Treatment would include Medication Assisted Treatment utilizing buprenorphine, methadone and naltrexone. There will be weekly drug tests.

- 5) Phase III: Once a veteran has successfully completed treatment or has a plan of ongoing treatment as needed phase 3 can begin. Phase 3 includes working with community partners to provide education or job training. Community partners may include CVCC or Goodwill Industries job assistance.

Establishment of a Veterans Treatment Court is consistent with one of the recommendations of the Jail Diversion Project to increase the number of individuals served by specialized courts.

RECOMMENDATION

Staff requests the Catawba County Board of Commissioners approves submission of a BJA-2020 Adult Drug Court and Veterans Treatment Court Discretionary Grant Proposal by the Catawba County District Attorney's Office on behalf of Catawba County to establish a Veterans Treatment Court.

MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Bryan Blanton, Emergency Services Director
Bob Miracle, Assistant County Manager / CFO

DATE: April 20, 2020

SUBJECT: Catawba County Animal Shelter

Staff requests the Board of Commissioners approves: (1) the appropriation of \$81,209 in FY19-20 budget, and (2) 15 Full-time positions (FTEs).

Background:

In 2014, Catawba County entered into a contract with the Humane Society of Catawba County (HSCC) to assume all adoption and rescue functions for the County Animal Shelter. At that time, Catawba County Animal Services continued to handle all animal intakes, quarantine, and case animal functions. Once an animal was deemed adoptable, it was transferred from the County to HSCC for adoption or rescue. In October of 2017, the County entered into a new contract with HSCC to assume responsibility for the entire shelter which included animal intakes, quarantine, case animal functions, and adoptions. Over time and thru discussions with the HSCC staff and Board of Directors, it has become evident that the County's objective of public safety and the Humane Society's mission of animal adoption represent different primary emphases. As a private entity, HSCC is focused primarily on spaying/neutering and re-homing adoptable animals back into the community. As a public entity, the County is primarily focused on public safety and must accept and manage any animal surrendered to the shelter, even if it is not deemed adoptable.

Fiscal Year 2021

Staff has identified the staffing that will be needed to adequately run the shelter in accordance with North Carolina State Law and the North Carolina Animal Welfare Act. Proposed staffing accounts for 7 days per week, 365 days a year operations. The proposed staffing level is similar to what the Humane Society of Catawba County currently uses at the shelter. Additionally, the proposed staffing for Catawba County Animal Services is equal to the staffing levels for Iredell County Animal Services, which includes both their Animal Shelter and Animal Control. The Iredell County Animal Shelter is similar in both size and animal intake numbers. The County will contract with a veterinarian who's license the shelter will function under and provide veterinary services to all animals.

Current Fiscal Year

Staff has met with the Department of Agriculture Animal Welfare Section to review requirements needed to acquire a new shelter license. If this request is approved, recruitment for all positions will begin on April 24, 2020, with all positions being posted externally for a minimum of 2 weeks. A staggered hiring process will be utilized to allow for training of new employees prior to the shelter reopening. An inspection by the Department of Agriculture will occur the week of June 21, 2020. Prior to July 1st, staff will need to order necessary supplies to run the shelter which will include vaccines, tools, equipment, food, cleaning supplies, etc. The shelter will close to the public at 6:00 pm on June 30th and will reopen to the public on July 7th.

During this closure, County staff will inventory and document all required information for all of the animals in the shelter at that time. Additionally, staff will conduct a deep cleaning of all areas of the shelter and establish workflow practices. The anticipated cost in the current fiscal year is \$81,209.00.

Recommendation:

Staff recommends the Board of Commissioners appropriate \$81,209.00 in the current budget for startup costs and the approval of 15 FTE positions.

Supplemental Appropriation

Revenue:

110-190050-690100	Fund Balance Applied	\$81,209.00
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Expense:

110-260350-812100	Regular Wages	\$33,505
110-260350-821100	FICA	\$2,936
110-260350-822100	LGERS	\$3,910
110-260350-822150	401-K Retirement	\$766
110-260350-825500	Disability Short Term	\$92
110-260350-831005	Office Supplies	\$500
110-260350-831010	Janitorial Supplies	\$2,000
110-260350-831015	Uniforms & Clothing	\$2,500
110-260350-831025	Food/Provisions	\$1,000
110-260350-831090	Other Miscellaneous	\$1,000
110-260350-833000	Medical Supplies & Drugs	\$3,000
110-260350-841030	Printing & Binding	\$1,000
110-260350-842500	Repair & Maintenance	\$1,500
110-260350-870100	Small Tools & Minor Equipment	\$2,500
110-260350-982000	DP Equipment/Software	\$25,000