

AGENDA
UNION COUNTY BOARD OF COMMISSIONERS
Regular Meeting
Monday, October 6, 2008
7:00 P.M.
Board Room, First Floor
Union County Government Center
500 North Main Street
Monroe, North Carolina

www.co.union.nc.us

1. **Opening of Meeting**
 - a. Invocation
 - b. Pledge of Allegiance

2. **Public Hearing - Recommended Water Allocation Policy**
ACTION REQUESTED: Conduct public hearing

3. **Informal Comments**

4. **Additions, Deletions and/or Adoption of Agenda**
ACTION REQUESTED: Adoption of Agenda

5. **Consent Agenda**
ACTION REQUESTED: Approve items listed on the Consent Agenda

6. **Assistant County Manager's Comments**

7. **Quarterly Update for Construction of the Presbyterian Medical Plaza in Union County**
ACTION REQUESTED: Receive as information

8. **Flood Insurance Rate Maps that Will Replace the Current Maps for the Floodplain and Floodway Overlay Districts - Public Hearing Held on September 15, 2008**
ACTION REQUESTED: Consider adoption of New Flood Insurance Rate Maps and Floodplain and Floodway Overlay Zoning District Maps and Applicable Consistency Statement for the Proposed Amendment to the Union County Zoning Map

9. **Text Amendments to Land Use Ordinance Regarding Floodways and Floodplains (Special Flood Hazard Areas) - Public Hearing Held on September 15, 2008**
ACTION REQUESTED: Consider adoption of text amendments and applicable consistency statement

10. **Historic Courthouse Outdoor Lighting Upgrade**
ACTION REQUESTED: Approve Improvements to the Historic Courthouse Exterior Lighting (Funds Available in Downtown Government Facilities Renovation Project Budget)

11. **Requests from Volunteer Fire Departments**
 - a. Mineral Springs Volunteer Fire and Rescue Department, Inc. (Utility Connection Fees and Inspection Fees - \$7,458.13)
 - b. Waxhaw Volunteer Fire Department (Utility Connection Fees - \$31,882)**ACTION REQUESTED:** Adoption of Budget Amendment #9 (\$39,340 from Contingency)

12. **Amendment To County's Pay and Classification Plan****ACTION REQUESTED:** Approve proposed pay grade revisions to the 2008-2009 Union County Pay Plan as follows: 1) GIS Database Coordinator - Board of Elections, Pay Grade 60 to Pay Grade 61; 2) Automation Coordinator – Library, Pay Grade 66 to Pay Grade 68; 3) Network Administrator – Information Technology, Pay Grade 68 to Pay Grade 70; and 4) Personal Property/Assessment Manager – Tax Administrator, pay grade 75 to pay grade 76 (Requires no additional County dollars/Adjustment to Pay Grades Only)

13. **Announcements of Vacancies on Boards and Committees**
 - a. Juvenile Crime Prevention Council (JCPC): 1) District Attorney or Designee; 2) Substance Abuse Professional; 3) Two Persons Under Age of 18; and 4) Juvenile Defense Attorney
 - b. Adult Care Home Community Advisory Committee
 - c. Nursing Home Advisory Committee
 - d. Board of Health (Vacancy as of January 2008 for a Licensed Optometrist)
 - e. Union County Home and Community Care Block Grant Advisory Committee**ACTION REQUESTED:** Announce vacancies

14. **Appointments to Boards and Committees**
 - a. Home and Community Care Block Grant Advisory Committee
 - b. Adult Care Home Advisory Committee**ACTION REQUESTED:** Consider appointments

15. **Manager's Comments**

16. **Commissioners' Comments**

CONSENT AGENDA
October 6, 2008

1. **Minutes**
ACTION REQUESTED: Approve minutes

2. **Tax Administrator**
 - a. Monthly Departmental Report for August 2008
 - b. Releases for September 2008 in the Grand Total Amount of \$505,809.99
 - c. Refunds for September 2008 in the Grand Total Amount of \$4,987.98**ACTION REQUESTED:** Approve items a-c

3. **Department of Social Services**
 - a. Budget Amendment #8 to Appropriate Funds in the Amount of \$19,600 for Work First-Functional Assessment Temporary Assistance for Needy Families (TANF) Block Grant (Federal Funding-No County Match Required)
ACTION REQUESTED: Adopt Budget Amendment #8
 - b. Union County Work First Biennial Plan Fiscal Year 2009-2011
ACTION REQUESTED: Approve Work First Plan for FY 2009-2011

4. **Health Department**
 - a. Fee Setting Policy for Health Department
ACTION REQUESTED: Adopt Fee Setting Policy
 - b. FY 08-09 Fee Schedule for Union County Health Department Services
ACTION REQUESTED: Adopt FY 08-09 Fee Schedule

5. **Agricultural Advisory Board**
 - a. Recommendation from Advisory Board for Removal of Member Due to Non-Attendance at Three Consecutive Meetings
ACTION REQUESTED: Approve removal of member and authorize Clerk to advertise vacancy for unexpired term of member

6. **Amendment to County's Pay and Classification Plan**
ACTION REQUESTED: Approve the addition of a Licensed Practical Nurse I, Pay Grade 58, Class Title and Job Description to the Classification Plan

7. **Village of Lake Park Interlocal Agreement for Enforcement of Flood Plain Regulations**
ACTION REQUESTED: Approve interlocal agreement with Village of Lake Park affirming County's duty to administer and enforce the floodplain provisions of the Union County Land Use Ordinance within Lake Park municipal limits, and authorize the County Manager to make minor revisions, as necessary, following final legal review.

8. **Union County Public Schools - Various Addition/Renovation Projects**
ACTION REQUESTED: Adopt Capital Project Ordinance #108 which provides architectural and engineering funding for:
1. Comprehensive Facility Study
 2. Piedmont High School Renovations
 3. New Salem Elementary School Renovations
 4. Sun Valley High School Additions and Renovations
 5. Western Union Elementary School Renovations
 6. Off-site water system improvements for Elementary School "L",
 7. Contingencies for Wesley Chapel Elementary School Renovations

UNION COUNTY

POLICY FOR ALLOCATING WATER TREATMENT CAPACITY

-DRAFT-

REVISION DATE: SEPTEMBER 29, 2008

PREFACE

In February 2008, Union County's Board of Commissioners adopted a resolution that, among other requirements, tasked the County Manager and Public Works Department, with developing a Water Supply Plan and Water Allocation Policy. This resolution acknowledged that, at times, the Union County Water System (UCWS) peak day demands have exceeded available water treatment capacity. As a result, the opportunity to provide water service to new customers is limited. The Water Supply Plan and Water Allocation Policy are intended to provide a roadmap for the County as it seeks to provide new water service for continued population and economic growth.

This Water Allocation Policy (Policy) seeks to document current water use by UCWS customers and quantify the amount of capacity that is available for system expansion. As presented herein, the short-term available capacity for new customers to the UCWS is a function of the type of water use restrictions implemented on the current customer base. In developing this Policy, the County has sought:

- to retain flexibility to make adjustments during the term of the Policy,
- to be fair and equitable in allocation of future water service; and,
- to be consistent with the County's recently adopted Sewer Allocation Policy.

The Union County Public Works (UCPW) Department is actively pursuing additional water treatment capacity, and is currently in the planning, permitting, engineering design, and/or construction phase of numerous projects that are intended to secure additional water supply and delivery capacity to current and future residents of the County. However, until several of these projects are completed, it is necessary to have this Policy in place to establish guidelines for allocating water treatment capacity.

TABLE OF CONTENTS

	<u>PAGE</u>
1.0 Definitions	3
2.0 Recitals	5
3.0 Scope	9
4.0 Purpose	10
5.0 Effective Date	10
6.0 Water Allocations	11
7.0 Acceptance of Engineering Plans and Water Permit Application Process	13
8.0 Notification Period for Omissions/Corrections	14

List of Attachments

- Figure 1 - UCWS Service Area Map
- Figure 2 - UCWS Daily Water Demand from the CRWTP (5/1/07 - 9/08)
- Table 1 - Union County Water Allocation - Future Use Projections

1.0 DEFINITIONS

Unless otherwise specified herein, or unless clearly required by context, the words and phrases defined below shall have the meaning indicated when used in this Policy.

- **Accessibility Letter** - refers to a letter issued by UCPW that describes the proximity of a proposed Development Project to existing UCWS water infrastructure and the requirements for obtaining water service.
- **Anson County Water Treatment Plant (ACWTP)** - refers to Anson County's water treatment facility. The ACWTP has a rated capacity of 16 MGD. Union County has a contracted capacity for 4 MGD from the ACWTP. However, current hydraulic system limitations restrict the available water capacity to 2 MGD from the ACWTP. Union County Public Works has several ongoing projects to eliminate these hydraulic restrictions and make fully available the 4 MGD contract capacity.
- **Average Daily Flow** - refers to the annual average daily water demand (estimated or actual) placed on a single connection, portion, or all of the UCWS.
- **Catawba River Water Treatment Plant (CRWTP)** - refers to the water treatment facility that is jointly owned by Union County and Lancaster. The CRWTP has a rated capacity of 36 million gallons per day (MGD). Union County has ownership rights to 50% of this capacity, or a total of 18 MGD.
- **County** - refers to Union County.
- **Development Project, or Project** - refers to an undertaking involving real property improvement, One Tap Projects, and Self Help Projects for which a new or expanded connection to the UCWS is requested.
- **Effective Date** - refers to the date this Policy is adopted by the Union County Board of Commissioners.
- **Government Facilities** - refers to facilities owned or operated by Union County, Union County Public Schools, or a municipality located within Union County, and facilities funded in whole or in part by Union County.
- **Lancaster** - refers to the Lancaster County Water and Sewer District.

- **Maximum Day (Max. Day or Peak Day) Capacity** - refers to the highest daily water demand placed on a single connection, portion, or all of the UCWS. For the purposes of this Policy, the total Max. Day capacity available is 18 MGD. This value represents Union County's contracted supply from the CRWTP.
- **MGD** - is million gallons per day.
- **New Development Projects** - refers to all future Development Projects that are brought forward to Union County Public Works for review on or after August 12, 2008.
- **Nonresidential Development Projects** - refers to all Development Projects other than Residential Development Projects and Government Facilities Projects.
- **Notice Period** - refers to the public notification period during which UCPW requested owners of any Development Projects, or others, who had received documentation from the County regarding the availability of water service to a potential site or parcel to show evidence of the same. This correspondence may, but need not, be referred to as an Accessibility Letter. This notification period occurred between February 26, 2008 and March 27, 2008.
- **One Tap Projects** - refers to a Project where the owner of an existing parcel (as of the Effective Date) requests a single residential tap by a service line from the UCWS. One Tap Projects shall not include existing residences served by well.
- **Policy** - refers to this Water Allocation Policy document.
- **Project** - has the same meaning as Development Project.
- **Residential Development Project** - refers to Development Projects for residences such as attached and detached single-family dwellings, apartment complexes, condominiums, townhouses, cottages, etc., and their associated outbuildings including garages, storage buildings, gazebos, etc., and customary home occupations. For purposes of this Policy, a Retirement Community shall not be deemed a Residential Development Project.
- **Retirement Community** - refers to a housing development that is designed for and restricted to occupancy by households having at least one member who is fifty - five (55) years of age or older, and in which children under

eighteen (18) years of age shall not reside for more than ninety (90) days per calendar year.

- **Self Help Project** - refers to a Project that is derived from the County's Self Help Program. The Self Help Program targets residents who face an existing or imminent threat to public health or to the environment due to poor water quality or insufficient water supply.
- **Sewer Allocation Policy** - refers to the County's Policy for Allocating Wastewater Capacity (dated September 17, 2007) and all current amendments.
- **UCPW** - refers to the Union County Public Works Department.
- **UCWS** - refers to the potable water system owned by Union County and operated and maintained by UCPW.
- **Water Permit** - refers to the permit secured for a Development Project from the North Carolina - Department of Environment and Natural Resources (NC-DENR). After approval by UCPW staff, Development Projects are typically submitted to NC-DENR for water permitting by the County.

2.0 RECITALS

- 2.1. The UCWS is operated by UCPW and is supplied with potable water by the CRWTP and the ACWTP. Union County has ownership rights in the CRWTP that includes a Maximum Day capacity of 18 MGD. Considering current hydraulic restrictions, the UCWS has a Maximum Day capacity of 2 MGD available from the ACWTP. While the current total Maximum Day capacity available in the UCWS is 20 MGD, water from each of these sources is isolated to distinct service areas of the UCWS. That is, water supply from the CRWTP cannot easily be utilized in the UCWS served by the ACWTP, and vice-versa. These service area boundaries are generally outlined as shown on attached Figure 1.
- 2.2. Given the location of population growth, proposed Development Projects, and increasing water demands within the County, this Policy applies to the allocation of available water treatment plant capacity from the CRWTP and the UCWS served by this water supply source. A review of historical water use data indicates that the peak demands in the CRWTP service area have been exceeded

due to high peak demands associated primarily with outdoor irrigation.

- 2.3. The UCWS has interconnections with Charlotte-Mecklenburg Utilities and the City of Monroe. These interconnections are utilized for emergency purposes only and do not offer an increase in short-term available water treatment capacity to the County's water system.
- 2.4. Due to varying topography throughout the County, the UCWS operates on four distinct pressure gradients, or pressure zones. While these pressure zones are interconnected, universal movement of water throughout the UCWS is not possible.
- 2.5. For a number of years, high population growth, coupled with other commercial, industrial, and institutional growth has placed increasing water demands on the UCWS, particularly in the western part of the County. These demands have stressed the limits of available water treatment capacity and the hydraulics of moving this water through the piping distribution network to the County's customers.
- 2.6. The UCWS has also observed significant peak demands in water use associated with a hot, dry climate and numerous drought years since 1998. These peak demands are indicative of water systems with a heavy residential component and predominantly larger residential lot sizes with high outdoor water use, particularly for irrigation.
- 2.7. Union County recently participated in Duke Energy's Federal Energy Regulatory Commission (FERC) relicensing process for the Catawba River. Union County was one of many regional governments who became a signatory stakeholder for Duke Energy's Comprehensive Relicensing Agreement (CRA). This CRA establishes rules and guidelines for how the Catawba River system will be operated for the next 50 years, ending in year 2058. One major element of the CRA is the implementation of a Low Inflow Protocol (LIP) that establishes a policy for how Duke Energy and other stakeholders will operate during periods of drought. This LIP requires regional water users to move through a series of staged water use restrictions during worsening drought conditions. While the CRA is not expected to be in place until 2009, Union County, like many other regional water utilities, is currently

participating in the LIP. It should be noted that the LIP establishes minimum requirements for water use restrictions. Each water utility has the flexibility to impose greater restrictions, if desired. Regional cooperation between Duke Energy and large water users along the Catawba River has helped preserve and protect available water supply during the extreme drought of 2007 and 2008.

- 2.8. While UCWS customers were under no water restrictions and had unlimited water use available, the Union County Water System experienced eight days in May of 2007 where water demand exceeded the Max. Day Capacity of 18 MGD from the CRWTP. The highest daily usage measured was 19.5 MGD. To supply adequate water to meet these demands, UCPW had to utilize, on a temporary basis, water capacity from the CRWTP that is designated to Lancaster.
- 2.9. In June of 2007, UCPW instituted Stage 2 water restrictions, which required its customers to limit outdoor water use (including irrigation) to two days per week. While under these water use restrictions, the UCWS experienced two days where water demand exceeded the Max. Day Capacity of 18 MGD from the CRWTP, again reaching 19.5 MGD. To supply adequate water to meet these demands, UCPW again had to utilize water capacity from the CRWTP that is designated to Lancaster.
- 2.10. During the latter part of 2007 and through the first quarter of 2008, as the regional drought continued to worsen, UCPW instituted stricter Stage 3 water use restrictions including the elimination of outdoor irrigation. These restrictions showed a measurable reduction in water use by the County's customers.
- 2.11. In April of 2008, UCPW continued Stage 3 water restrictions, and modified provisions to require its customers to limit outdoor water use (including irrigation) to one day per week. Even under these water use restrictions, the UCWS has experienced numerous days where water demand exceeded the Max. Day Capacity of 18 MGD from the CRWTP, with the highest daily demand reaching 19.5 MGD. To supply adequate water to meet these demands, UCPW has continued to utilize water capacity from the CRWTP that is designated to Lancaster.
- 2.12. The information presented in Articles 2.8 - 2.11 is illustrated in the attached Figure 2.

- 2.13. Continued use of Lancaster's allocated capacity is not considered a viable alternative to increasing available water treatment plant capacity. Reliance on this capacity would put in jeopardy continued reliable service to the UCWS existing customer base.
- 2.14. Without strict water use restrictions, there would be no (0 MGD) additional water treatment capacity to allocate to new customers.
- 2.15. Prior efforts by UCPW to limit outdoor water use to one day per week, have typically included weekend watering on Saturday or Sunday based on odd/even addresses. A review of water use data indicates that while this approach reduces overall total water use, it increases the peaking factor between Maximum Day conditions and average conditions. Analysis of water use data indicates that spreading this one day per week 'irrigation' demand over more than two days will decrease the peaking factor. If Maximum Day usage can be lowered below 18 MGD, additional water treatment capacity can be allocated to new customers.
- 2.16. With outdoor water use restrictions set at a mandatory 1-day per week requirement - but spread over a five-day period - it is estimated that 1.9 MGD (Average Daily Flow) of additional capacity is available for allocation to new customers. As such, the Union County Manager has set as a precedent to this Policy, water use restrictions to all customers at 1-day per week for outdoor water use; provided, however, that the County Manager may vary the schedule for outdoor water use in accordance with the Union County Water Conservation Ordinance, depending on local conditions, including but not limited to those factors set out in Section 2.20.
- 2.17. As a contingency, and to protect water quantity and quality for its customers, the County may increase water use restrictions to no outdoor water use (irrigation) while this Policy is in effect. In addition, the County will continue to cooperate with Duke Energy and other regional water utilities to implement and comply with the LIP as required.
- 2.18. The Policy set forth herein is intended to provide guidelines for allocating, in a fair, rational, and lawful manner among competing interests the available water treatment capacity. Subject to approval of the County Manager, the UCPW Director may

authorize a departure from these guidelines when strict adherence would frustrate the purpose of these guidelines or endanger the health, safety or welfare of the citizens of Union County. The County Manager shall report any such departure to the Board of County Commissioners no later than the Board's next regular meeting.

2.19. This Policy creates no legal right to receive, nor any legal duty on the part of Union County or UCPW to provide any amount of existing or future water treatment capacity from the CRWTP, or other sources.

2.20. Many factors can affect the amount of available water treatment capacity and the UCWS during the term of this Policy. These factors include, but are not limited to:

- The impact on water demand of moving to a one-day per week outdoor irrigation schedule, distributed over five days.
- Climate change/weather patterns and departures from drought conditions that have been prevalent in North Carolina over most of the past 10 years.
- The impact of recently adopted Water Conservation Rate Structures on water system demand.
- The pace to completion of Development Projects active or permitted within the County.
- The potential to secure some short-term peak demand capacity allocation from Lancaster.

As such, this Policy has been purposefully developed for flexibility to make adjustments and amendments as additional data is available or significant changes in water treatment capacity or demand occur.

3.0 SCOPE

This Policy applies to the allocation of approximately 1.9 MGD (Average Daily Flow) that is estimated to be available through the UCWS under the revised water use restrictions and schedule. Except as otherwise stated herein, this Policy applies to all Development Projects located in the CRWTP service areas served by the UCWS for which the owner or developer requests a new or expanded connection thereto but for which the authorization necessary to do so has not yet been obtained.

4.0 PURPOSE

This Policy is intended to establish guidelines for allocating the limited water treatment capacity in a fair, rational, and lawful manner, taking into consideration, among other things:

- The need to fulfill outstanding legal obligations Union County has, if any, to provide water system service;
- The need to reserve capacity to serve public school facilities, County projects, and other Governmental Facilities;
- The desire to treat alike all Development Projects that are similarly situated as to: (i) type of Project; and (ii) stage of progress in the procedures required for obtaining a permit or otherwise connecting to the Union County Water System.
- The desire to promote Nonresidential Development Projects in Union County in order to increase the County's employment and property tax base while imposing fewer demands (than those imposed by Residential Development Projects) on the County's already overburdened schools;
- The desire to coordinate this Policy with the Sewer Allocation Policy and provide water service to those receiving wastewater capacity;
- The desire to incorporate flexibility into the Policy to allow adjustments as deemed necessary by changes in water demand or water treatment capacity available; and,
- The need to protect the public health, safety, and welfare.

5.0 EFFECTIVE DATE

This Policy shall become effective upon adoption by the Union County Board of Commissioners and may be repealed or modified at any time, without notice.

A public hearing was held on October 6, 2008 regarding this Water Allocation Policy.

6.0 WATER ALLOCATIONS

The attached Table 1 provides a summary of the Projects identified during development of this Water Allocation Policy. These Projects are categorized into Priorities A, B, C, and D as described in the sub-sections below.

Table 1 also outlines the estimated Average Daily Flow and Priority level assignment for each Project. Residential flow allocation is based on a calculated average use for the UCWS of 250 gallons per day (gpd) per unit. Non-Residential and Government Facilities were assigned flow either from actual flow estimated by the Development Project as determined during the Sewer Allocation Policy, or from the calculated average use for current UCWS Non-Residential customers of 1,500 gpd per connection.

The following sub-sections provide a more detailed explanation of each Priority level assignment.

6.1 Priority A Projects

Priority A Projects include:

- Development Projects where water permits have been secured, or where water permits have been applied for by the County on behalf of the owner.
- A reserve allocation for residential One Tap Projects.
- A reserve allocation for Self Help projects.
- A reserve allocation for Non-Residential/Government Facilities Projects not otherwise listed in Table 1. This allocation will be utilized for Projects that are estimated to use 5,000 gallons/day or less. This allocation shall be assigned to new Non-Residential/Government Facilities Projects on a first come, first serve basis. To qualify for consideration, the owners or developers of these Projects shall:
 - Confirm that existing water lines are contiguous to the Project site directly or through an existing right of way.
 - Confirm zoning compliance from the proper jurisdiction.
 - Submit sketch plans of the Project to UCPW for approval (sketch plans shall be sealed by a registered Professional Engineer).

Failure to obtain a building permit within 180 days of sketch plan approval shall result in a forfeiture of the water allocation for the Project. Failure to have the Project under construction within 180 days of obtaining a building permit shall also result in a forfeiture of the water allocation for the Project.

These Priority A Projects account for an estimated total of 2.4 MGD of water capacity. While Priority A Projects exceed the estimated available capacity of 1.9 MGD, this Policy directs UCPW to provide water service to these Projects. Given the actual timing for completion of these Projects and other impacts to overall UCWS demand and available capacity, mandatory water use restrictions that permit no outdoor irrigation may need to be imposed to allow for this continued development.

6.2 Priority B Projects

Priority B Projects include:

- Non-Residential and Residential Projects designated as First Priority in the County's recently adopted Sewer Allocation Policy that did not have a water permit (or a permit applied for) on August 12, 2008.
- Government Facilities that did not have a water permit (or a permit applied for) on August 12, 2008.
- Third Priority Non-Residential Projects designated in the County's recently adopted Sewer Allocation Policy that did not have a water permit (or a permit applied for) on August 12, 2008.
- Third Priority Residential Projects designated in the County's recently adopted Sewer Allocation Policy that did not have a water permit (or a permit applied for) on August 12, 2008, and that fall within the following categories:
 - Projects in the 6 Mile Creek service areas.
 - Projects that are within the 12 Mile Creek or Crooked Creek service areas to the extent allocated wastewater capacity pursuant to Section 8.3 of the Sewer Allocation Policy.
- Projects in the 6 Mile Creek, 12 Mile Creek, or Crooked Creek service areas that have approved permits (or a permit applied for) on August 12, 2008 for alternative wastewater disposal (e.g. septic tanks). This exception is not intended to apply to properties served by existing wells.

These Projects account for an estimated total of 1.1 MGD of capacity. While estimated water demand of Priority A and Priority B Projects (3.5 MGD) exceeds the estimated available capacity of 1.9 MGD, this Policy directs UCPW to provide water service to these Projects. Given the actual timing for completion of these Projects and other impacts to overall UCWS demand and available capacity, mandatory water use restrictions that permit no outdoor irrigation may need to be imposed to allow for this continued development.

6.3 Priority C Projects

Priority C Projects include:

- Third Priority Residential Projects, or portions thereof, designated in the County's recently adopted Sewer Allocation Policy that did not have a water permit (or a permit applied for) on August 12, 2008, and that are not included as a Priority B Project.

These Projects account for an estimated total of 1.0 MGD of capacity. There is no current additional water treatment capacity to allocate to Priority C Projects. As new capacity is identified, Priority C Projects will be given the highest priority to receive water service behind Priority A and B Projects.

6.4 Priority D Projects

Priority D Projects include:

- All remaining Projects that were documented during the County's Notice Period.

There is no current additional water treatment capacity to allocate to Priority D Projects. As new capacity is identified, Priority D Projects will be given the highest priority to receive water service behind Priorities A, B, and C Projects.

6.5 Adjustment of Water Allocations

During the term of this Policy, UCPW will continually update water use trend data and other variables to determine the effectiveness of the Policy. Should sufficient data become available to support revisions to the water allocations as outlined herein, the County Manager shall make amendment recommendations to the Board of Commissioners for approval.

7.0 ACCEPTANCE OF NEW ENGINEERING PLANS AND WATER PERMIT APPLICATION PROCESS

UCPW shall continue to accept new engineering plans and make application for water permits for Projects requiring connection to the Union County Water System in the Anson County Service Area.

Except as noted below, effective August 12, 2008 UCPW shall not accept any new engineering plans or make any application for water permits for Projects other than Priority A and B Projects listed in Table 1. For Projects where engineering

plans have been received, but application for a water permit has not been made, UCPW staff shall provide comments on the proposed Project, but shall not apply for a water permit.

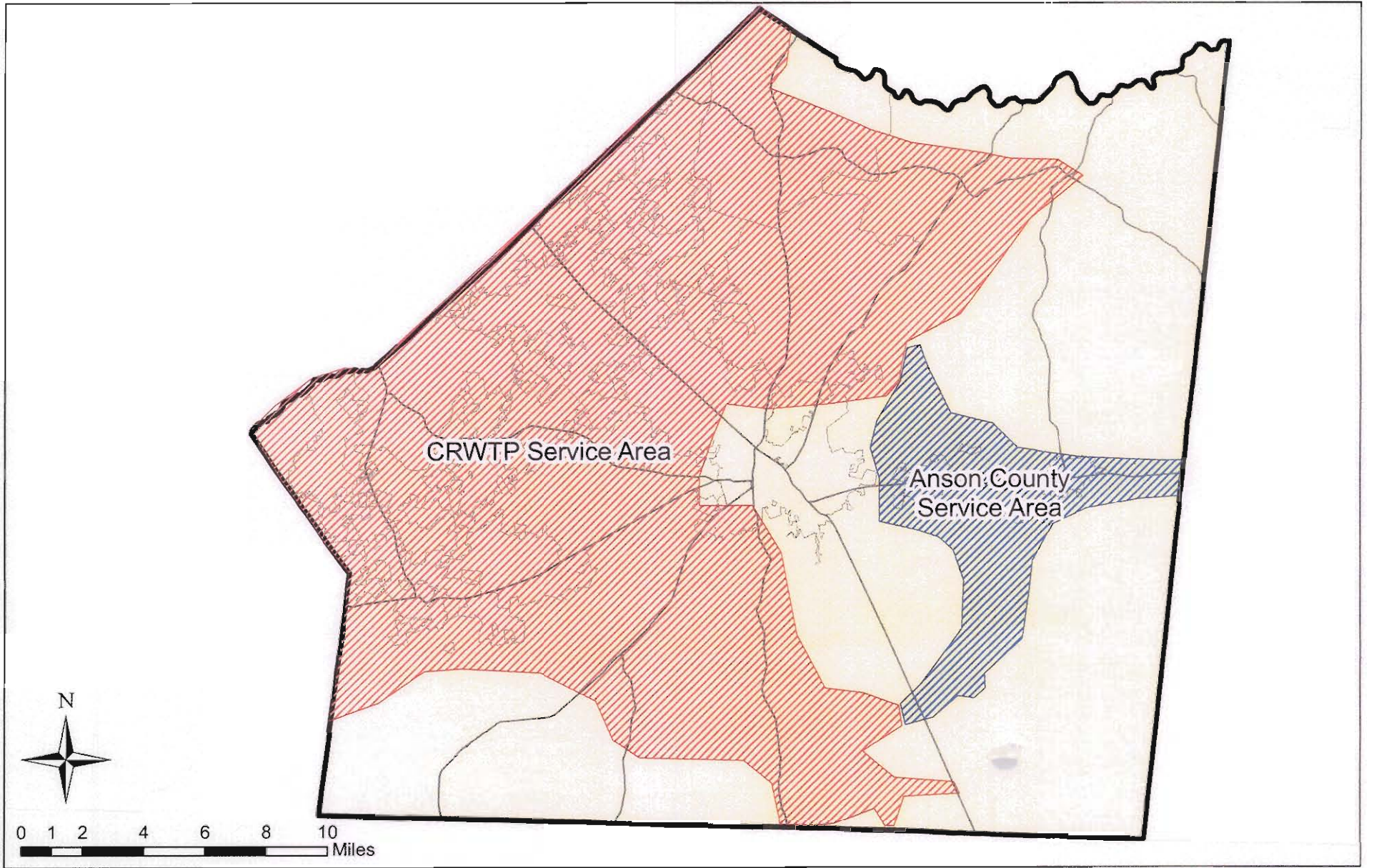
Exception - UCPW will review engineering plans and make application for a water permit for:

- One Tap Projects
- Self Help Projects
- Projects approved from the Priority A reserve allocation for Non-Residential/Government Facilities
- Residential Projects that are in the review process that were initiated prior to August 12, 2008 for which the number of residential units was 5 or less.

8.0 NOTIFICATION PERIOD FOR OMISSIONS/CORRECTIONS

The owner or developer of any Project not appearing in Table 1 but for which UCPW has issued correspondence regarding water availability prior to August 11th, 2008, may within 30 days of the Effective Date submit written documentation of the same to the UCPW Director. The Director may ask for additional corroborative evidence in support of the request, and may consider such additional evidence in making his or her determination regarding water availability and priority status. If the Director denies the request, or fails to respond within thirty (30) days of receipt of the request, the owner or developer may seek review by the County Manager, whose decision shall be final.

The owner or developer of any Project listed in Table 1 that contends that the information listed to be in error, may within 30 days of the Effective Date submit written documentation of the proposed correction to the UCPW Director. The Director may ask for additional information if deemed necessary, and may consider such additional evidence in making his or her determination regarding water availability and priority status. If the owner or developer objects to the Director's decision, or Director fails to respond within thirty (30) days of receipt of the request, the owner or developer may seek review by the County Manager, whose decision shall be final.



Existing Service Areas
Figure 1

Figure 2 - Union County Water System - Daily Water Demand from the Catawba River WTP

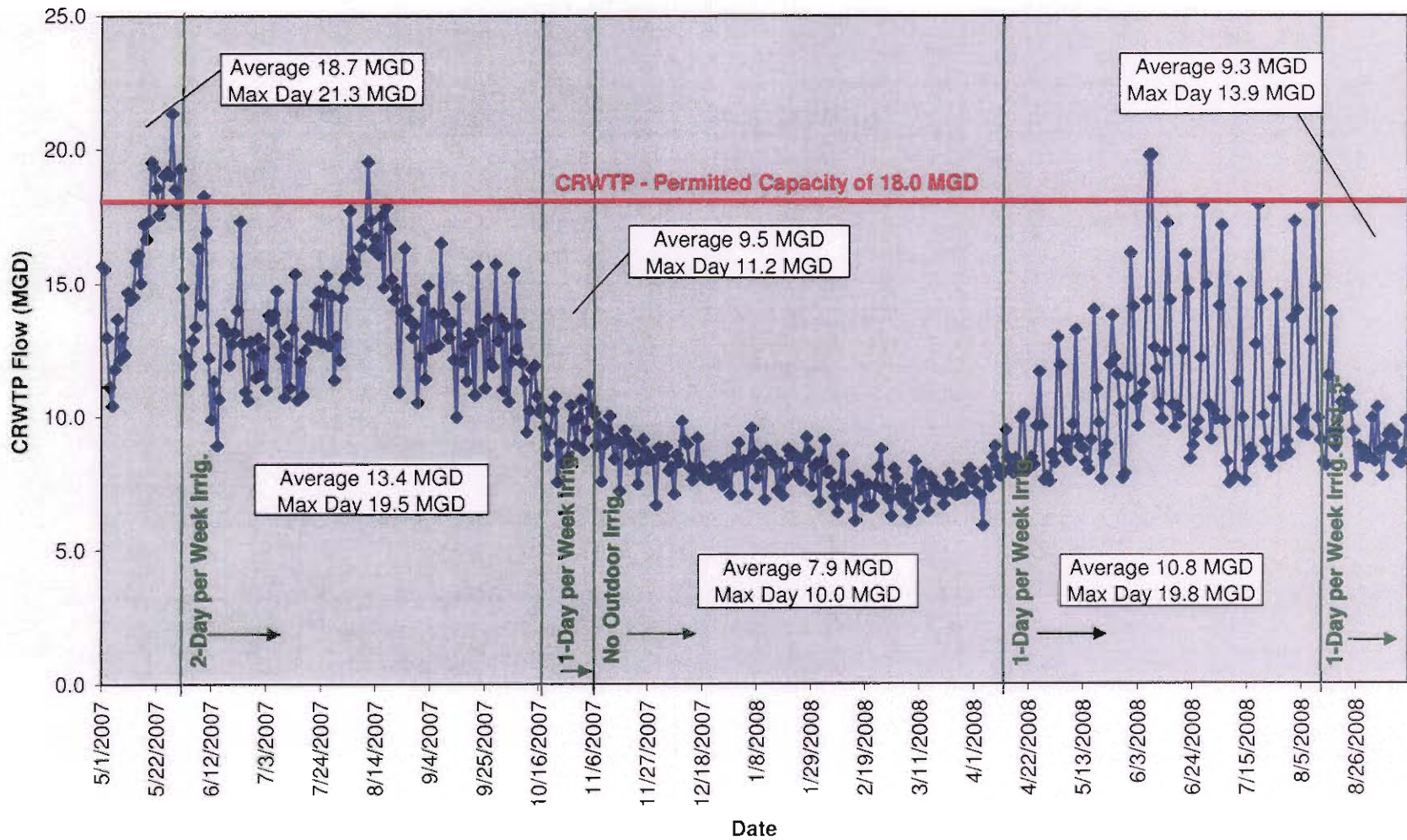


Table 1 - Union County Water Allocation - Future Use Projections (Last Revised 9/29/08)

Sub. ID	Project/Development	Estimated Number of Units (Build-Out)	Estimated Remaining Units to be Completed	Priority A Water Allocation (gpd)	Priority B Water Allocation (gpd) (@ 250 gpd/unit)	Priority C Water Allocation (gpd) (@ 250 gpd/unit)	Priority D Water Allocation (gpd) (@ 250 gpd/unit)	Total Water Allocation (gpd)	Sewer Allocation Decision	Sewer Allocation (gpd)	Number of Units per Sewer Allocation Policy
				0							
Summary Totals				2,385,158	1,090,056	1,015,550	14,250	4,505,014		2,993,461	
Water Permits Received (& Applied For)											
Government Facilities											
218	ES "J" Stallings	--	--	9,600	0	0	0		Public Schools	9,600	--
219	ES "K" Rogers Road	--	--	9,600	0	0	0		Public Schools	9,600	--
220	ES "L" Cuthbertson	--	--	9,600	0	0	0		Public Schools	9,600	--
462	MS/HS "C" Cuthbertson Road	--	--	38,400	0	0	0		Public Schools	38,400	--
248	Fire Station 18 (Waxhaw)	--	--	600	0	0	0		Government Facilities	600	--
Non-Residential											
28	Austin Village	--	--	32,496	0	0	0		3rd Priority Non Residential	32496	--
30	Auto Bell Newtown Rd.	--	--	2,300	0	0	0		Denied Applications	2,300	--
95	Cahill Office Park	--	--	5,280	0	0	0		3rd Priority Non Residential	5,280	--
113	Carrington Square Office Park (Lowes @ Waxhaw)	--	--	7,600	0	0	0		3rd Priority Non Residential	7,600	--
140	CHS Cureton-Waxhaw	--	--	37,000	0	0	0		Denied Applications	37,000	4@9,250gpd
236	Fairhaven Pool	--	--	3,500	0	0	0		3rd Priority Non Residential	3,500	--
245	Fieldstone Farms Amenity	--	--	700	0	0	0		Contracted Capacity	700	--
324	Holly Park Commercial (Phase 3B) (phase 3-A ?)	--	--	10,000	0	0	0		3rd Priority Non Residential	10,000	--
366	Lake Park Sewer Extension 07066006A,B,G	--	--	9,175	0	0	0		3rd Priority Non Residential	9,175	--
367	Lake Park Sewer Extension 07066006C	--	--	3,000	0	0	0		3rd Priority Non Residential	3,000	--
385	Lawson - 2 (Pool)	--	--	4,000	0	0	0		3rd Priority Non Residential	4,000	--
404	Longview Executive Center	--	--	6,250	0	0	0		Active Projects - Non Resid	6,250	--
407	Sun Valley Market Place (Lowes of Indian Trail)	--	--	50,000	0	0	0		3rd Priority Non Residential	50,000	--
408	Lowes of Waxhaw	--	--	46,415	0	0	0		Denied Applications	46,415	9@5,157gpd
473	Newtown Gardens	--	--	20,320	0	0	0		3rd Priority Non Residential	20,320	--
474	Newtown Market	--	--	2,076	0	0	0		3rd Priority Non Residential	2,076	--
491	Old Hickory Industrial Park	65	21	6,688	0	0	0		--	--	--
527	Potter Road Amenity Center	--	--	2,500	0	0	0		3rd Priority Non Residential	2,500	--
558	Providence Road Retail	0	--	1,500	0	0	0		--	--	--
606	Scott Vickery - Veterinarian	--	--	2,400	0	0	0		3rd Priority Non Residential	2,400	--
624	Sheridan Subdivision Outparcel A & B	--	--	17,500	0	0	0		3rd Priority Non Residential	17,500	--
625	Sheridan Subdivision Pool	--	--	2,000	0	0	0		3rd Priority Non Residential	2,000	--
629	Shoppes @ Wesley Chapel 2	--	--	7,191	0	0	0		3rd Priority Non Residential	7,191	--
659	Stonebridge Amenity Center	--	--	2,500	0	0	0		3rd Priority Non Residential	2,500	--
678	Sun Valley Business Park	4	2	1,800	0	0	0		3rd Priority Non Residential	1,800	--
679	Sun Valley Commons	11	4	1,500	0	0	0		--	--	--
681	Sun Valley Retail Center	4	0	1,500	0	0	0		--	--	--
717	Tom Short / Rea Road Mixed Use Development	6	4	1,500	0	0	0		--	--	--
718	Tom Short / Rea Road Mixed Use Phase 2 (0619)	--	--	23,040	0	0	0		--	--	--
729	Tuscany Amenity Center	--	--	1,080	0	0	0		3rd Priority Non Residential	1,080	--
734	Union West Business Park	25	1	1,500	0	0	0		--	--	--
751	Village Commons @ Wesley Chapel 2	--	--	13,993	0	0	0		Denied Applications	13,993	3@4,664gpd
752	Village Commons @ Wesley Chapel IV	--	--	40,664	0	0	0		3rd Priority Non Residential	40,664	--
773	Waxhaw Medical Center	--	--	3,100	0	0	0		Denied Applications	3,100	--
774	Waxhaw Park Shopping Center	--	--	1,500	0	0	0		--	--	--

Table 1 - Union County Water Allocation - Future Use Projections (Last Revised 9/29/08)

Sub. ID	Project/Development	Estimated Number of Units (Build-Out)	Estimated Remaining Units to be Completed	Priority A Water Allocation (gpd)	Priority B Water Allocation (gpd) (@ 250 gpd/unit)	Priority C Water Allocation (gpd) (@ 250 gpd/unit)	Priority D Water Allocation (gpd) (@ 250 gpd/unit)	Total Water Allocation (gpd)	Sewer Allocation Decision	Sewer Allocation (gpd)	Number of Units per Sewer Allocation Policy
				0							
Residential											
	Aero Plantation Lot 75		1	250	0	0	0		--	--	--
10	Anklin Forrest	179	103	25,750	0	0	0		--	--	--
11	Annandale	181	65	16,250	0	0	0		--	--	--
12	Anniston Grove	86	53	13,250	0	0	0		--	--	--
	Ashcroft		8	2,000	0	0	0		--	--	--
36	Bard Property	06-123-123, 07-084-315	16	4,000	0	0	0		--	--	--
37	Barrington Ridge		153	2,750	0	0	0		--	--	--
44	Belshire		57	14,250	0	0	0	Zero Flow Permits	16,245	57@285gpd	
51	Bicket Ridge		81	4,500	0	0	0		--	--	--
	Blackberry Ridge Ph 1 & 2			6,000	0	0	0		--	--	--
56	Blanchard Estates - WO		6	1,500	0	0	0		--	--	--
60	Bonner Oaks Estates - WO		10	2,500	0	0	0		--	--	--
61	Bonterra (All Phases)		454	63,750	0	0	0	3rd Priority Residential	187,815	659@285gpd	
68	Brandon Oaks		949	31,000	0	0	0		--	--	--
73	Briarcrest North Phase 1		82	14,000	0	0	0	Zero Flow Permits	5,700	20@285gpd	
74	Briarcrest North Phase 2		70	17,000	0	0	0	Zero Flow Permits	19,950	70@285gpd	
84	Bromley		121	29,500	0	0	0		--	--	--
96	Callonwood		157	20,750	0	0	0		--	--	--
	Chatelaine			4,500	0	0	0		--	--	--
128	Chatsworth		37	3,000	0	0	0		--	--	--
134	Chestnut Place		45	7,750	0	0	0	Zero Flow Permits	3,705	13@285gpd	
165	Crane Valley		108	6,500	0	0	0		--	--	--
172	Crismark - WO		835	74,500	0	0	0		--	--	--
173	Crooked Creek Estates		89	750	0	0	0	3rd Priority Residential	14,250	50@285gpd	
176	Crossbridge - WO		26	250	0	0	0		--	--	--
178	Crown Estates at Lochaven - WO		19	4,750	0	0	0		--	--	--
183A	Cureton (total for all phases)		724	30,500	0	0	0	Contracted Capacity	--	--	--
195	Deerstyne Commons (Garmons Crossing)		60	14,750	0	0	0	Zero Flow Permits	11,400	40@285gpd;	
197	Demere		117	3,250	0	0	0		--	--	--
229	Ezzell Hill		55	23,040	0	0	0		--	--	--
230	Ezzell Valley		103	25,750	0	0	0	Active Projects - Resid	19,570	103@190gpd	
230A	Fincher Valley		91	1,000	0	0	0		--	--	--
234	Fairhaven Phase 1		368	20,250	0	0	0	Zero Flow Permits	52,440	184@285gpd	
238	Falcon Place		37	9,250	0	0	0	Zero Flow Permits	4,845	17@285gpd	
244	Fieldstone Farm Subdivision		501	79,500	0	0	0	Contracted Capacity	138,510	486@285gpd	
	Gardens on Providence			2,000	0	0	0		--	--	--
	Grayson Park Subdivision			17,750	0	0	0		--	--	--
298	Harrison Park			1,750	0	0	0		--	--	--
318	Highgate		235	14,250	0	0	0		--	--	--
324	Holly Park Phase 4			13,250	0	0	0		--	--	--
	Hunters Pointe			500	0	0	0		--	--	--
	Innesbrook			500	0	0	0		--	--	--
	Jackson Ridge S/D			250	0	0	0		--	--	--
	Jacobs Pointe			250	0	0	0		--	--	--
	Killough Property			250	0	0	0		--	--	--
355	Kings Grant		19	2,000	0	0	0		--	--	--
	Kingston on Providence			1,000	0	0	0		--	--	--
363	Lake Forest Preserve		211	27,000	0	0	0		--	--	--
	Lake Park Phases			2,500	0	0	0		--	--	--
368	Lake Park Town Center, Phase 3		120	9,500	0	0	0		--	--	--
	Laurel Creek			6,000	0	0	0		--	--	--
386A	Lawson (total for all phases)		589	92,750	0	0	0		--	--	--

Table 1 - Union County Water Allocation - Future Use Projections (Last Revised 9/29/08)

Sub. ID	Project/Development	Estimated Number of Units (Build-Out)	Estimated Remaining Units to be Completed	Priority A Water Allocation (gpd)	Priority B Water Allocation (gpd) (@ 250 gpd/unit)	Priority C Water Allocation (gpd) (@ 250 gpd/unit)	Priority D Water Allocation (gpd) (@ 250 gpd/unit)	Total Water Allocation (gpd)	Sewer Allocation Decision	Sewer Allocation (gpd)	Number of Units per Sewer Allocation Policy
				0							
403	Longview (all phases)	340	174	43,500	0	0	0		--	--	--
420A	Marvin Creek (all phases)	360	67	16,750	0	0	0		--	--	--
427	McGee Valley	99	40	10,000	0	0	0		--	--	--
	Meadowmere		46	11,500	0	0	0		--	--	--
434	Meadows MHP	115	21	5,250	0	0	0		--	--	--
443	Millbridge	1087	1013	253,250	0	0	0		--	--	--
	Moore's Park		1	250	0	0	0		--	--	--
	Oak Brook	47	47	11,750	0	0	0		--	--	--
501	Park Grove Meadows, Sayebrook II	15	15	3,750	0	0	0		--	--	--
518	Plyler Ridge		5	1,250	0	0	0		--	--	--
520	Ponds @ Brandywine - WO	40	40	10,000	0	0	0		--	--	--
	Poplar Glen		5	1,250	0	0	0		--	--	--
531	Potters Creek Estate	22	22	5,500	0	0	0		--	--	--
539	Prestwick	101	14	3,500	0	0	0		--	--	--
544	Providence Downs	327	16	4,000	0	0	0		--	--	--
545	Providence Downs South	62	20	5,000	0	0	0		--	--	--
550	Providence Grove	145	20	5,000	0	0	0		--	--	--
566	Quintessa	89	43	10,750	0	0	0		--	--	--
	Ridgefield Ph. II		10	2,500	0	0	0		--	--	--
587	Rosehill	47	8	2,000	0	0	0		--	--	--
	Sandy Valley Mobile Home Park		4	1,000	0	0	0		--	--	--
597	Sarsfield - WO	225	202	50,500	0	0	0		--	--	--
598	Satterfield	36	2	500	0	0	0		--	--	--
	Sedgefield/Woodall		15	3,750	0	0	0		--	--	--
615	Shadow Lake, Spring Creek	48	48	12,000	0	0	0	Active Projects - Resid	9,120	48@190	
619	Shannon Vista	182	104	26,000	0	0	0	Denied Applications	2,720	--	
622	Sheridan Phase I	159	159	39,750	0	0	0	Zero Flow Permits	22,515	79@285	
623	Sheridan Phase II	86	61	15,250	0	0	0	Zero Flow Permits	12,255	43@285	
	Skyecroft		137	34,250	0	0	0	--	--	--	
636	Smith Field Subdivision	68	25	6,250	0	0	0	--	--	--	
650	St. John's Forest	93	93	23,250	0	0	0	Zero Flow Permits, Denied Applications			
	Stonebridge Parcel 4	65	22	5,500	0	0	0	--	--	--	
664	Stonebridge Parcel 5	46	23	5,750	0	0	0	Zero Flow Permits	6,555	23@285	
665	Stonebridge Parcel 7 & 9	125	82	20,500	0	0	0	Denied Applications	35,625	125@285	
	Stonebridge Parcel 8	42	19	4,750	0	0	0	--	--	--	
671	Stratford Hall	34	16	4,000	0	0	0	--	--	--	
675	Sugar Magnolia Estates - WO	12	12	3,000	0	0	0	--	--	--	
685	Taylor Glen	511	45	11,250	0	0	0	--	--	--	
688	The Chimneys of Marvin	283	136	34,000	0	0	0	--	--	--	
695	The Grove	15	15	3,750	0	0	0	--	--	--	
699	The Oaks at Camden - WO	5	5	1,250	0	0	0	--	--	--	
710	The Woods	200	200	50,000	0	0	0	Active Projects - Resid	38,000	200@190	
725	Tuscanny Phase 1A	74	74	18,500	0	0	0	Zero Flow Permits	21,090	74@285	
726	Tuscanny Phase 2A	62	48	12,000	0	0	0	Zero Flow Permits	8,835	31@285	
731	Twelve Oaks	24	23	5,750	0	0	0	Zero Flow Permits	1,140	4@285	
	Victoria Lake		10	2,500	0	0	0	--	--	--	
757	Wadsworth	13	10	2,500	0	0	0	--	--	--	
758	Wadsworth Phase 2	13	10	2,500	0	0	0	Zero Flow Permits	2,280	8@285	
778	Waybridge (Eaglechase) - WO	45	14	3,500	0	0	0	--	--	--	
	Weddington Forest		1	250	0	0	0	--	--	--	
792	Weddington Trace Subdivision	238	152	38,000	0	0	0	--	--	--	
802	Wesley Chase (Laney Subdivision)	30	30	7,500	0	0	0	Zero Flow Permits	2,850	10@285	
	Wilkerson Farms		2	500	0	0	0	--	--	--	

Table 1 - Union County Water Allocation - Future Use Projections (Last Revised 9/29/08)

Sub. ID	Project/Development	Estimated Number of Units (Build-Out)	Estimated Remaining Units to be Completed	Priority A Water Allocation (gpd)	Priority B Water Allocation (gpd) (@ 250 gpd/unit)	Priority C Water Allocation (gpd) (@ 250 gpd/unit)	Priority D Water Allocation (gpd) (@ 250 gpd/unit)	Total Water Allocation (gpd)	Sewer Allocation Decision	Sewer Allocation (gpd)	Number of Units per Sewer Allocation Policy
				0							
823	Williamsburg	63	43	10,750	0	0	0		--	--	--
	Willow Creek		37	9,250	0	0	0		--	--	--
843	Woodcliff	10	10	2,500	0	0	0		--	--	--
851	Worthington - WO	13	8	2,000	0	0	0		--	--	--
854	Wyndham Hall Plantation	77	12	3,000	0	0	0		--	--	--
Subtotal - Water Permits Received (& Applied For)				2,095,158	0	0	0			1,040,055	
Residential Reserve - Taps¹			640	160,000							
Self Help Taps²			120	30,000							
Non-Residential/Government Facility Allocation³				100,000							

1 Annual Average Increase in accounts from 2005 through 2007 was 3,367.
 95% of accounts added are residential, thus there are approximately 3,200 residential accounts added per year.
 Assume 5% are tap-only, thus 160 residential accounts added per year as tap only
 Allocation is estimated for 4 years, thus approximately 640 residential tap-only accounts added during this period.

2 Assume approximately 30 self help taps per year (for 4 years) based on prior years.

3 Allocation for these user groups limit ≤ 5,000 gpd per project.

Table 1 - Union County Water Allocation - Future Use Projections (Last Revised 9/29/08)

Sub. ID	Project/Development	Estimated Number of Units (Build-Out)	Estimated Remaining Units to be Completed	Priority A Water Allocation (gpd) (@ 250 gpd/unit)	Priority B Water Allocation (gpd) (@ 250 gpd/unit)	Priority C Water Allocation (gpd) (@ 250 gpd/unit)	Priority D Water Allocation (gpd) (@ 250 gpd/unit)	Total Water Allocation (gpd)	Sewer Allocation Decision	Sewer Allocation (gpd)	Number of Units per Sewer Allocation Policy
Summary Totals			0	2,385,158	1,090,056	1,015,550	14,250	4,505,014		2,993,461	
Sewer Policy Designation - Contract Capacity											
Non-Residential											
181	Cureteon Retail Phase 1	--	--	0	62,751	0	0		Contracted Capacity	62,751	--
339	Industrial Ventures	--	--	0	29,760	0	0		Contracted Capacity	29,760	--
Residential											
443	Millbridge	698	698	0	174,500	0	0		Contracted Capacity	198,550	1045@190gpd
Subtotal - Sewer Policy Designation - Contract Capacity				0	267,011	0	0			291,061	
Government Facilities											
463	MS/HS "D" Hemby Bridge	--	--	0	38,400	0	0		Public Schools	38,400	--
464	MS/HS "E" Sanford Road	--	--	0	38,400	0	0		Public Schools	38,400	--
775	Waxhaw Regional Library	--	--	0	5,000	0	0		Government Facilities	5,000	--
216	EOC/E911	--	--	0	5,000	0	0		Government Facilities	5,000	--
561	Public Works Operations Center	--	--	0	5,000	0	0		Government Facilities	5,000	--
	Bus Depot - UCPS Transportation Facility	--	--	0	4,400	0	0		Government Facilities		--
Subtotal - Government Facilities				0	96,200	0	0			91,800	

Table 1 - Union County Water Allocation - Future Use Projections (Last Revised 9/29/08)

Sub. ID	Project/Development	Estimated Number of Units (Build-Out)	Estimated Remaining Units to be Completed	Priority A Water Allocation (gpd) (@ 250 gpd/unit)	Priority B Water Allocation (gpd) (@ 250 gpd/unit)	Priority C Water Allocation (gpd) (@ 250 gpd/unit)	Priority D Water Allocation (gpd) (@ 250 gpd/unit)	Total Water Allocation (gpd)	Sewer Allocation Decision	Sewer Allocation (gpd)	Number of Units per Sewer Allocation Policy
Sewer Policy Designation - 3rd Priority Non-Residential											
Six Mile Creek											
13	Antioch Church/Wedd-Math Road	--	--	0	40,740	0	0		Active Projects - Non Resid	40,740	--
405	Longview South Business Park	--	--	0	6,790	0	0		Active Projects - Non Resid	6,790	--
554	Providence Rd Commercial	--	--	0	70,855	0	0		Active Projects - Non Resid	70,855	--
573	Rea Road/Tom Short Development	--	--	0	3,139	0	0		Active Projects - Non Resid	3,139	--
12 Mile Creek and Crooked Creek											
32	Autumn Homes Nursing Home	--	--	0	15,000	0	0		3rd Priority Non Residential	15,000	--
52	Blieman Subdivision/Alma Blvd & Red Oaks	--	--	0	27,500	0	0		3rd Priority Non Residential	27,500	--
120	Century Contractors (Sewer Ext)	--	--	0	4,675	0	0		3rd Priority Non Residential	4,675	--
195	Deerstyne Commons (Garmons Crossing)	--	--	0	30,000	0	0		3rd Priority Non Residential	30,000	--
265	Gateway 07-102-012, 012B, 012C	--	--	0	120,000	0	0		3rd Priority Non Residential	120,000	--
338	Indian Trail Town Center	--	--	0	30,268	0	0		3rd Priority Non Residential	30,268	--
536	Prescot Village	--	--	0	60,000	0	0		3rd Priority Non Residential	60,000	--
555	Providence Road Comm 06156006N	--	--	0	2,000	0	0		3rd Priority Non Residential	2,000	--
651	Stallings Professional Center	--	--	0	2,400	0	0		3rd Priority Non Residential	2,400	--
656	Stinson Crossing Development	--	--	0	19,300	0	0		3rd Priority Non Residential	19,300	--
750	Village at Sage Croft (Commercial)	--	--	0	83,508	0	0		3rd Priority Non Residential	83,508	--
Subtotal - Sewer Policy Designation - 3rd Priority Non-Residential				0	516,175	0	0			516,175	
Sewer Policy Designation - 3rd Priority - Residential											
6 Mile Creek											
13	Antioch Church/Wedd-Math Road	80	80	0	20,000	0	0		Active Projects - Resid	15,200	80@190gpd
153	Copper Run - WO	42	42	0	10,500	0	0		--	--	--
164	Cow Branch	78	78	0	19,500	0	0		Active Projects - Resid	14,820	78@190gpd
	Providence Down South III	20	20	0	5,000	0	0		3rd Priority Residential		18
711	The Woods, Amenities	1	1	0	2,720	0	0		Active Projects - Resid	2,720	--
716	Toll Brothers - Withrow Property	175	175	0	43,750	0	0		Active Projects - Resid	33,250	175@190gpd
New Projects - Priority B											
207	Edenshire	4	4	0	1,000	0	0				
546	Providence Estates	43	43	0	10,750	0	0				
	Annecy	49	49	0	12,250	0	0				
8% of 12 Mile Creek and Crooked Creek			305	0	85,200	0	0			79,070	
Subtotal - Sewer Policy Designation - 3rd Priority - Residential				0	210,670	0	0			145,060	

Table 1 - Union County Water Allocation - Future Use Projections (Last Revised 9/29/08)

Sub. ID	Project/Development	Estimated Number of Units (Build-Out)	Estimated Remaining Units to be Completed	Priority A Water Allocation (gpd) (@ 250 gpd/unit)	Priority B Water Allocation (gpd) (@ 250 gpd/unit)	Priority C Water Allocation (gpd) (@ 250 gpd/unit)	Priority D Water Allocation (gpd) (@ 250 gpd/unit)	Total Water Allocation (gpd)	Sewer Allocation Decision	Sewer Allocation (gpd)	Number of Units per Sewer Allocation Policy
Summary Totals			0	2,385,158	1,090,056	1,015,550	14,250	4,505,014		2,993,461	
Sewer Policy Designation - 3rd Priority Residential											
338	Indian Trail Town Center	552	552	0	0	138,000	0		3rd Priority Residential	157,320	--
527	Potter Road	206	206	0	0	51,500	0		3rd Priority Residential	58,710	206@285
137	Chris Azar - Orr Road & Bridgeway Dr	80	80	0	0	20,000	0		3rd Priority Residential	22,800	80@285gpd
	Chestnut Place II	54	54	0	0	13,500	0		3rd Priority Residential		54
173	Crooked Creek Estates	50	50	0	0	12,500	0		3rd Priority Residential	14,250	50@285gpd
235	Fairhaven Phase 2	176	176	0	0	44,000	0		3rd Priority Residential	50,160	176@285gpd
280	Green Meadows 2nd Avenue	5	5	0	0	1,250	0		3rd Priority Residential	1,425	5@285gpd
292	Grover Moore Place	50	50	0	0	12,500	0		3rd Priority Residential	14,250	50@285gpd
327	Hudson Church Road Development	40	40	0	0	10,000	0		3rd Priority Residential	11,400	40@285gpd
346	Jackson Station	154	154	0	0	38,500	0		3rd Priority Residential	43,890	154
386A	Lawson Phase 2A	100	100	0	0	25,000	0				
386A	Lawson Phase 3	145	145	0	0	36,250	0				
386A	Lawson Phase 4	304	304	0	0	76,000	0				
402	Longford Village	41	41	0	0	10,250	0		3rd Priority Residential	11,685	41@285
535	Prescot Future	80	80	0	0	20,000	0		3rd Priority Residential	22,800	80@285
567	Quintessa II (phase IV)	115	115	0	0	28,750	0		3rd Priority Residential	32,775	115@285
568	Quintessa West	246	246	0	0	61,500	0		3rd Priority Residential	70,110	246@285
607	Secrest	915	915	0	0	228,750	0		3rd Priority Residential	260,775	915@285
650A	St. John's Forest (Total for all phases)	143	143	0	0	35,750	0		3rd Priority Residential	--	--
660	Stonebridge Parcel 1	68	68	0	0	17,000	0		3rd Priority Residential	19,380	68@285
661	Stonebridge Parcel 10	112	112	0	0	28,000	0		3rd Priority Residential	31,920	112@285
662	Stonebridge Parcel 2	14	14	0	0	3,500	0		3rd Priority Residential	3,990	14@285
663	Stonebridge Parcel 3	44	44	0	0	11,000	0		3rd Priority Residential	12,540	44@285
	Tuscany	109	109	0	0	27,250	0		Denied Applications		
	Tuscany 2B	98	98	0	0	24,500	0		Denied Applications		
749	Village @ Sage Croft	474	474	0	0	118,500	0		3rd Priority Residential	135,090	474@285
88	Brookhaven Phase 4	23	23	0	0	5,750	0		3rd Priority Residential	6,555	23@285gpd
88	Brookhaven	512	512	0	0	1,250	0		3rd Priority Residential	6,555	23@285gpd
Subtotal - Sewer Policy Designation - 3rd Priority (including 8% allocated in Priority B)				0	0	1,100,750	0			988,380	
Less St. John's Forest (8% already permitted in A)				0	0	(35,750)	0				
Subtotal				0	0	1,065,000	0				
Less 8%				0	0	(85,200)	0				
Subtotal - Sewer Policy Designation - 3rd Priority - Priority C				0	0	1,015,550	0			909,310	
New Projects - Priority D											
190	Dare Steel Village of Historic Waxhaw	10	10	0	0	0	2,500				
207	Edenshire	26	26	0	0	0	6,500				
800	Wesley Acres (Cuthbertson/Mickey Miller)	21	21	0	0	0	5,250				
Subtotal - New Projects - Priority D				0	0	0	14,250				

NORTH CAROLINA,
UNION COUNTY.

AFFIDAVIT OF PUBLICATION

Before the undersigned, a Notary Public of said County and State, duly commissioned, qualified, and authorized by law to administer oaths,

personally appeared Pat Deese

who being first duly sworn, deposes and says: that he is

Principal Clerk engaged in the publication of a newspaper known as The Enquirer-Journal, published, issued, and entered as second class mail in the City of Monroe in said County and State; that he is authorized to make this affidavit and sworn statement; that the notice or other legal advertisement, a true copy of which is attached hereto, was published in The Enquirer-Journal on the following dates:

Sept. 25, 2008

and that the said newspaper in which such notice, paper, document, or legal advertisement was published was, at the time of each and every such publication, a newspaper meeting all the requirements and qualifications of Section 1-597 of the General Statutes of North Carolina and was a qualified newspaper within the meaning of Section I-597 of the General Statutes of North Carolina.

This 25 day of Sept 2008

Pat Deese

Sworn to and subscribed before me, this 25 day of Sept 2008

Britt P. Clutz Notary Public

May 11, 2013

My Commission expires:

PUBLIC NOTICE
NOTICE IS HEREBY GIVEN that the Union County Board of Commissioners will on Monday, October 6, 2008 at 7:00 p.m. in the Board Room, first floor Union County Government Center, 500 North Main Street, Monroe, North Carolina, conduct a public hearing to receive comments from the public on a recommended Policy for Allocating Water Treatment Capacity, as presented at its special meeting on Monday, September 22, 2008. A copy of the recommended policy is available for inspection and study at the Office of the Clerk to the Board of Commissioners, Union County Government Center, 500 North Main Street, Room 921, Monroe, NC, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, and also on the County's website at www.co.union.nc.us. Any person requesting a sign language interpreter, please call (704) 225-8554 and make a request at least 96 hours in advance. Any other special assistance needed by an individual due to a disability under the Americans with Disabilities Act should call (704) 283-3810 and make a request at least 96 hours in advance. Lynn G. West
Clerk to the Board
September 25, 2008

Water Treatment

Inches: Sept 25 2008
MONROE, N.C.

M Union Co. Bd of Commissioners

Ad#
ACCOUNT #: 02100167

COST: \$ 52.55

-IN ACCOUNT WITH-

The Enquirer-Journal

P.O. Box 5040
500 W. Jefferson St.
Monroe, N.C. 28111-5040

Important Legal Document, Please Retain



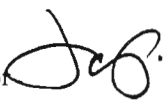
UNION COUNTY
Office of the Tax Administrator
Collections Division
500 N. Main St. Ste 119
P.O. Box 38
Monroe, NC 28111-0038

AGENDA ITEM

5/2a

MEETING DATE 10-6-08
~~704-283-3848~~
704-283-3897 Fax

TO: Al Greene
County Manager

FROM: John Petoskey
Tax Administrator 

DATE: September 15, 2008

SUBJECT: Departmental Monthly Report

The collector's monthly/year to date collections report for the month ending August 31, 2008 is attached for your information and review.

Should you desire additional information, I will do so at your request.

Attachment

JP/PH

**AUGUST 2008
PERCENTAGE FOR REGULAR AND MOTOR VEHICLE**

AUGUST 31, 2008 REGULAR TAX	2008	2007	2006	2005
BEGINNING CHARGE	337,953.35	116,221,165.17	96,196,835.02	86,196,492.42
TAX CHARGE	142,129,542.29			
DISCOVERIES				
FARM DEFERMENTS				
RELEASES				
TOTAL CHARGE	142,467,495.64	116,221,165.17	96,196,835.02	86,196,492.42
BEGINNING COLLECTIONS	163,236.99	114,354,321.28	95,582,755.64	85,879,131.66
COLLECTIONS	914,305.81	181,786.02	10,885.48	4,061.07
TOTAL COLLECTIONS	1,077,542.80	114,536,107.30	95,593,641.12	85,883,192.73
BALANCE OUTSTANDING	141,389,952.84	1,685,057.87	603,193.90	313,299.69
PERCENTAGE OF REGULAR	0.76%	98.55%	99.37%	99.64%
AUGUST 31, 2008 MOTOR VEHICLE				
BEGINNING CHARGE	2,202,882.25	12,072,665.98	10,335,778.10	10,040,845.09
3RD M/V BILLING	1,095,414.26			
ASSESSOR RELEASE	(9,588.26)	(4,556.99)	(190.50)	
ASSESSOR REFUND	(674.43)	(360.78)	(185.66)	
COLLECTOR RELEASE	(4,521.70)	(4,083.59)	(112.59)	
COLLECTOR REFUND	(472.64)	(1,010.35)	(23.88)	
REIMBURSEMENTS	770.51	5,036.09	126.26	132.92
ADJUSTMENTS	13.95	15.11	0.32	
GL CORRECTIONS			0.99	(0.02)
TOTAL CHARGE	3,283,823.94	12,067,705.47	10,335,393.04	10,040,977.99
BEGINNING COLLECTIONS	934,080.81	11,201,414.35	10,208,893.75	9,956,674.27
COLLECTIONS	864,365.22	166,654.44	5,048.39	1,183.95
TOTAL COLLECTIONS	1,798,446.03	11,368,068.79	10,213,942.14	9,957,858.22
BALANCE OUTSTANDING	1,485,377.91	699,636.68	121,450.90	83,119.77
PERCENTAGE OF MOTOR VEHICLE	54.77%	94.20%	98.82%	99.17%
OVERALL CHARGED	145,751,319.58	128,288,870.64	106,532,228.06	96,237,470.41
OVERALL COLLECTED	2,875,988.83	125,904,176.09	105,807,583.26	95,841,050.95
OVERALL PERCENTAGE	1.97%	98.14%	99.32%	99.59%

**AUGUST 2008
PERCENTAGE FOR REGULAR AND MOTOR VEHICLE**

AUGUST 31, 2008 REGULAR TAX	2004	2003	2002	2001
BEGINNING CHARGE	75,937,466.47	60,652,517.36	51,674,077.37	48,122,816.89
TAX CHARGE				
DISCOVERIES				
FARM DEFERMENTS				
RELEASES				
TOTAL CHARGE	75,937,466.47	60,652,517.36	51,674,077.37	48,122,816.89
BEGINNING COLLECTIONS	75,739,969.80	60,518,923.62	51,579,621.87	48,055,667.02
COLLECTIONS	1,230.61	602.60	440.57	231.30
TOTAL COLLECTIONS	75,741,200.41	60,519,526.22	51,580,062.44	48,055,898.32
BALANCE OUTSTANDING	196,266.06	132,991.14	94,014.93	66,918.57
PERCENTAGE OF REGULAR	99.74%	99.78%	99.82%	99.86%
AUGUST 31, 2008 MOTOR VEHICLE				
BEGINNING CHARGE	8,187,524.64	-	-	-
3RD M/V BILLING		-	-	-
ASSESSOR RELEASE		-	-	-
ASSESSOR REFUND		-	-	-
COLLECTOR RELEASE		-	-	-
COLLECTOR REFUND		-	-	-
REIMBURSEMENTS		-	-	-
ADJUSTMENTS		-	-	-
GL CORRECTIONS		-	-	-
TOTAL CHARGE		-	-	-
BEGINNING COLLECTIONS		-	-	-
COLLECTIONS		-	-	-
TOTAL COLLECTIONS		-	-	-
BALANCE OUTSTANDING		-	-	-
PERCENTAGE OF MOTOR VEHICLE				
OVERALL CHARGED	75,937,466.47	60,652,517.36	51,674,077.37	48,122,816.89
OVERALL COLLECTED	75,741,200.41	60,519,526.22	51,580,062.44	48,055,898.32
OVERALL PERCENTAGE	99.74%	99.78%	99.82%	99.86%

**AUGUST 2008
PERCENTAGE FOR REGULAR AND MOTOR VEHICLE**

AUGUST 31, 2008 REGULAR TAX	2000	1999	1998
BEGINNING CHARGE	43,553,122.94	40,736,859.08	37,964,034.52
TAX CHARGE			
DISCOVERIES			
FARM DEFERMENTS			
RELEASES			
TOTAL CHARGE	43,553,122.94	40,736,859.08	37,964,034.52
BEGINNING COLLECTIONS	43,507,871.75	40,696,860.37	37,935,819.83
COLLECTIONS	166.71	352.95	204.33
TOTAL COLLECTIONS	43,508,038.46	40,697,213.32	37,936,024.16
BALANCE OUTSTANDING	45,084.48	39,645.76	28,010.36
PERCENTAGE OF REGULAR	99.90%	99.90%	99.93%
AUGUST 31, 2008 MOTOR VEHICLE			
BEGINNING CHARGE	-	-	-
3RD M/V BILLING	-	-	-
ASSESSOR RELEASE	-	-	-
ASSESSOR REFUND	-	-	-
COLLECTOR RELEASE	-	-	-
COLLECTOR REFUND	-	-	-
REIMBURSEMENTS	-	-	-
ADJUSTMENTS	-	-	-
GL CORRECTIONS	-	-	-
TOTAL CHARGE	-	-	-
BEGINNING COLLECTIONS	-	-	-
COLLECTIONS	-	-	-
TOTAL COLLECTIONS	-	-	-
BALANCE OUTSTANDING	-	-	-
PERCENTAGE OF MOTOR VEHICLE			
OVERALL CHARGED	43,553,122.94	40,736,859.08	37,964,034.52
OVERALL COLLECTED	43,508,038.46	40,697,213.32	37,936,024.16
OVERALL PERCENTAGE	99.90%	99.90%	99.93%

RELEASES SEPTEMBER 2008

Acct #	Name	Release #	Real Value	Pers. Value	UCGT	UCLL	CSGT-999	CSLL-999	HembyGT	SpringsGT	StallGT	StallLL	WaxhawGT
2009													
06213027	KILGORE CHARLES	4278	444,550										
Totals			444,550	-	-	-	-	-	-	-	-	-	-
2008													
04279015	UNION COUNTY BO	4083	186,660		1,241.29					57.12			
06177008A	UNION COUNTY BO	4084	15,013,850		99,842.10								
06159010A	UNION COUNTY NO	4085	10,743,610		71,445.01								
09194149	CITY OF MONROE	4086	3,350		22.28								
09402159A80	CITY OF MONROE	4087	3,008,250		20,004.86								
09402159A90	CITY OF MONROE	4088	3,008,250		20,004.86								
09114002A	CITY OF MONROE	4089	22,870		152.09								
08084006	BROOKS ROBERT S	4090	345,740		1,184.43								
02251007	PARKER VANN P & V	4101	30,500		70.96								
05066065	TULL RHESA READ	4102	618,930		560.92								20.91
06063180	GAYE THOMAS E &	4013	476,700		652.84								
09256107	BLAIR HOUSTON V	4104	254,720		277.17								
05033039	MCCLENDON LORIE	4105	48,440		146.70					6.75			
06207460	MOORE RONALD &	4106	98,100		6,524.32								
05078006C	HINSON MARY ELIZ	4107	1,320		8.78								
05078006B	HINSON MARY ELIZ	4109	1,250		8.31								
06045193	BONTERRA BUILDE	4111	700,820		4,660.46								
02030025	ASHCRAFT EMOGE	4112	5,000		33.25								
07027008A	ASHLEY CLAUDE O	4113	1,090		7.24								
04288013F	BELK VICKIE CARPE	4114	5,000		33.25								
08138009	BRASWELL JAMES	4115	1,845		12.27								
09402060	CASON RAYMOND E	4116	5,000		33.25								
03159036	COLEY JAMES A	4117	5,000		33.25								
05042014A	DAY GEORGE M & V	4118	3,435		22.84								
05063060	DEMAREST MARIE S	4119	5,000		33.25								
02148004D	DYE PATRICIA JANE	4121	4,815		32.02								
09155001	SUTTON TIMBER FA	4122	809,020		5,379.98								

MEETING DATE 10-6-2008

AGENDA ITEM 5/26

RELEASES SEPTEMBER 2008

Acct #	Name	Release #	Real Value	Pers. Value	UCGT	UCLL	CSGT-999	CSLL-999	HembyGT	SpringsGT	StallGT	StallLL	WaxhawGT
02321046	FAULKNER ALICE	4123	4,650		30.92								
09390005C	HELMS FRANCES B	4124	5,000		33.25					1.53			
09210007	HOLDER CORA MAE	4125	5,000		33.25								
03147002B	JOHNSON JULIE BA	4126	5,000		33.25								
08312082	LEDFORD RUBY P	4127	1,640		10.91								
05186012A	MOORE DORIS HAR	4128	5,000		33.25								1.24
09303023	PINYAN JAMES P &	4129	2,020		13.44								
01042010B	PONDS ROY L	4130	5,000		33.25								
08312110	PRESSLEY GERLEN	4131	3,870		25.74								
09357015A	SINCLAIR CHERRY I	4132	5,000		33.25					1.53			
07081009F	MORRIS WILLENE F	4133	5,000		33.25						2.03		
01084012A	CANNON HENRY PII	4134	22,900		152.28								
01060013	MILLS LETHA B	4135	21,840		145.23								
01027005	HINSON JAMES SID	4136	42,390		281.90								
09387004B	CODY HELMS CONS	4137	88,210		586.60					27.00			
04198004L	TEFF MICHAEL R	4138	21,830		145.17								
04180011	BURGESS FRANKLI	4139	2,210		14.70								
01168006	MORGAN HENRY EU	4140	15,150		100.75								
050030001A	BROOKLANDWOOD	4141	1,119,940		7,447.60					342.70			
05003001C	PRICE W JAMES & N	4142	253,020		1,682.59					77.43			
04261002	COOK BILLY WAYM	4143	30,870		205.28								
05008001	BROOME WAYNE W	4144	668,570		4,445.99					204.58			
05014015C	HAILEY HOLDINGS I	4145	145,950		970.57								
05015005	ROLLINS JUNE R TF	4146	140,750		935.99								
05015011	MOORE RANDAL GL	4147	31,770		211.27								
05066009	ADAMS THOMAS E	4148	46,090		306.50								11.43
P5036016	JACKSON ALEX H S	4149	48,830		324.72								12.11
02199018	BLASIUS RONALD R	4150	9,510		63.24								
07129084	HORNBACK RANDY	4151	3,280		21.81						1.33		
07144156	NEWTON MARGARE	4152	5,000		33.25						2.03		
04210011C	PENEGAR DAVID MA	4153	31,340		208.41								
04285009C	COOK BILLY WAYM	4154	5,920		39.36								
04132027	NEULICHT LEE R &	4155	22,350		148.63								
09279081	WINCHESTER JAME	4156	6,900		45.88								

RELEASES SEPTEMBER 2008

Acct #	Name	Release #	Real Value	Pers. Value	UCGT	UCLL	CSGT-999	CSLL-999	HembyGT	SpringsGT	StallGT	StallLL	WaxhawGT
09321413	NEWMAN FRED & R	4157	7,430		49.41								
09279078	SCARPANTONI HEL	4158	44,830		298.12								
09279070	CROWDER CORNEL	4159	51,990		345.73								
09273013	PRICE NANCY C	4160	77,780		517.23								
09267086	YAZEJEAN MATTHE	4161	8,500		56.53								
09159002	GRIFFIN BOBBY HA	4162	46,340		308.16								
09146001	PROSPERITY CREE	4163	80,940		538.25								
08135009K	WILLIAMS KELLAND	4164	37,960		252.44								
08081012B	HUNEYCUTT VICKIE	4165	7,170		47.68								
06138031	WEAVER RICHARD	4166	45,000		299.25								11.16
06111050	GROOME BRIAN SC	4167	32,440		215.72								8.04
09402037	HOFMAN HENDRICH	4168	4,375		29.10								
06099127	GONZALES THOMA	4169	4,960		32.99								
05104046A	MELKONYAN RAFAE	4170	40,630		270.19								
05104044	RILEY ALAN HERMA	4171	14,290		95.03								
05015001B	SAIN DEBBIE RAPE	4172	67,870		451.33								
04087014	MANGUM THOMAS	4173	30,070		199.96								
03171011	EDWARDS ROBERT	4174	5,210		34.65								
04132030	NEULICHT LEE R &	4175	22,170		147.43								
01237007A02	GRIFFIN JANET DE	4176	2,240		14.89								
04132029	NEULICHT LEE R &	4177	22,170		147.43								
081868016	MEDLIN HOYLE DW	4178	43,400		288.61								
093900005	JACKSON THOMAS	4179	34,550		229.76					10.57			
09417002E	BENSON CORNELIU	4180	77,040		512.32					23.57			
02105012C	LITTLE TROY ELI &	4181	50,450		335.49								
04318014A	STARNES PATRICIA	4182	9,310		61.91								
06204005D	HUTSON DANIEL H	4183	100,260		666.73								
04306014A	FUTURE HOMEOWN	4184	7,440		49.48					2.28			
04350008	COUICK EDWIN S &	4185	8,300		55.19								
07069118A	SOUTH CENTRAL O	4186	321,750		2,139.64								
05084001	WAXHAW COMMER	4187	108,560		721.92								26.93
07069034	MONROE INVESTOP	4188	3,323,570		22,101.74								
05113050	AUSTIN ROBERT TI	4189	52,090		346.40								12.92
06204001	BIRCH BROTHERS S	4190	139,140		925.28								

RELEASES SEPTEMBER 2008

Acct #	Name	Release #	Real Value	Pers. Value	UCGT	UCLL	CSGT-999	CSLL-999	HembyGT	SpringsGT	StallGT	StallLL	WaxhawGT
06048007A	VILLAGE COMMONS	4191	156,000		1,037.40								
07084590 11	MT EXECUTIVE BUS	4192	43,250		287.61						17.56		
07084590 12	MT EXECUTIVE BUS	4193	43,250		287.61						17.56		
07084590 13	MT EXECUTIVE BUS	4194	43,250		287.61						17.56		
09429003	PARKDALE AMERIC	4195	1,794,440		11,933.02					549.10			
07129308A	H & J PROPERTIES	4196	67,890		451.47						27.56		
07129308E	GUION FAMILY LIMI	4197	309,320		2,056.98						125.58		
07129308	GUION FAMILY LIMI	4198	72,940		485.06						29.62		
07129308D	H & J PROPERTIES	4199	66,640		443.15						27.06		
07129308C	GUION FAMILY LIMI	4200	31,950		212.47						12.97		
07129307	GUION FAMILY LIMI	4201	99,000		658.35						40.20		
07129307B	K & D PROPERTIES	4202	211,200		1,404.48						85.75		
07129307A	OUTEN DAVID P & V	4203	113,820		756.90						46.21		
07129303A	PETERSN MICHAEL	4204	390,600		2,597.49						158.58		
07129303	PARKER MICHAEL S	4205	108,540		721.80						44.07		
07129306A	H & J PROPERTIES	4206	65,000		432.25						26.39		
07129306B	FREEMAN RONNIE I	4207	65,000		432.25						26.39		
08213057	JORDAN WILLIAM E	4208	41,280		274.51								
04279036F	MCCAIN JOEL A & W	4210	9,130		60.72					2.79			
06084009	BAKER GEORGE ET	4211	82,200		546.63								20.38
06084041	BARNETT SHELBY H	4212	36,570		243.19					11.19			
08300031A	SAIN PATRICIA ROE	4213	26,210		174.30								
07129304	PRESSLEY RAY FRA	4214	51,500		342.47						20.91		
06048003	KERNS RUTH H	4215	1,707,450		11,354.54								
09244002	DICKERSON NORVII	4216	82,120		546.10								
09342137B	MARTIN PATRICIA V	4217	76,920		511.52								
09357028F	HINSON MICHAEL S	4218	55,300		367.75					16.93			
09216066	HAWFIELD FRANCE	4219	49,445		328.81								
06153314	MISTY MEADOWS L	4220	2,699,640		17,952.61								
01069001A	HELMS DONNA S &	4221	32,020		212.93								
04099011C	LONG DAVID L & WI	4222	19,020		126.48								
04279017C	BROOME JAMES ED	4223	22,400		148.96					6.85			
09256060	DEIBERT JULIUS D	4224	17,190		114.32								
05072031	ROBINSON ROBERT	4225	2,050		13.63								

RELEASES SEPTEMBER 2008

Acct #	Name	Release #	Real Value	Pers. Value	UCGT	UCLL	CSGT-999	CSSL-999	HembyGT	SpringsGT	StallGT	StallLL	WaxhawGT
09316001	HOWARD EMMA JE	4226	118,820		790.16								
09316002D	HOWARD EMMA P	4227	114,880		763.95								
09316012	PENEGAR MARK H	4228	68,210		453.60					20.87			
09336442	FRANKLIN ERIC J &	4229	12,910		85.85								
09345005	PRESSLEY WAYNE	4230	268,900		1,563.82								
08105007	ELLIS W & B FAMILY	4231	226,310		1,504.96								
05006019A	BROOK JAMES H &	4232	500,500		3,328.32					153.15			
09348003	BOYCE DORA W	4233	2,870		19.09								
09351013	HARTSELL ELIZABE	4234	83,000		551.95					25.39			
09372024	MARSH JOHNNY DA	4235	91,020		605.28								
09298073C	PARKER ALTON LEE	4236	4,980		33.12								
09357012D	BRAUTIGAM NORMA	4237	29,020		192.98								
07021257	MCNEILL ROBERT G	4238	27,060		179.95				13.34				
08234026	SMITH BILLY JOE &	4239	5,520		36.71								
08261020	FURR D L & WF PAU	4240	11,510		76.54								
08303013A	PRESLAR LEROY L	4241	21,800		144.97								
09256001A	FIELDEN JOAN SEC	4242	101,390		674.24								
09256001C	FIELDEN JOAN	4243	15,960		106.13								
07084345I	WASH MEI LLC	4244	207,140		1,377.48						84.10		
09213008A	601 CENTER LLC	4245	127,350		846.87								
06180219	PROVIDENCE DOWI	4246	520,580		3,461.85								
09414013	WOLFE JAMES HOV	4247	82,260		547.02					25.18			
09417002L	ENGLISH JUDY B	4248	32,380		215.32					9.91			
05015006	HAWKS JAMES MAX	4249	133,240		886.05								
04222012D	MCGUIRT DANIEL M	4250	11,270		74.95					3.44			
04276015	LITTLE WILLIAM SH	4251	142,660		948.69					43.66			
04279014	BROOME JAMES ED	4252	47,690		317.14					14.59			
04279035	HAIGH DONALD D &	4253	51,970		345.60					15.90			
04279036D	PRICE JAMES C & W	4254	59,950		398.66					18.35			
05303010A	STONEBRIDGE DOS	4255	96,880		644.26					29.64			
04303010B	STONEBRIDGE DOS	4256	87,130		579.41					26.66			
04306012A	RICHARDSON JAME	4257	37,660		250.44					11.52			
04306022	BROOME JAMES ED	4258	95,870		637.54					29.34			
04309015C	PONDER BILLY JOE	4259	36,870		245.18					11.28			

RELEASES SEPTEMBER 2008

Acct #	Name	Release #	Real Value	Pers. Value	UCGT	UCLL	CSGT-999	CSLL-999	HembyGT	SpringsGT	StallGT	StallLL	WaxhawGT
06039010	PENEGAR WARE HI	4260	67,240		447.15					20.58			
09357037	BURNS SARAH ASH	4261	8,560		56.92					2.62			
09357039A	SHIDAL REBA G	4262	129,900		863.83					39.75			
04201009	BROOM LOYD & DO	4263	107,590		715.47								
07114529	WADSWORTH HOM	4264	6,670		44.35						2.71		
07114528	WADSWORTH HOM	4265	22,850		151.95						9.28		
08141004	CLONTZ GERALD L	4266	218,660		1,454.09								
06111007	LUKEOLIVIA LLC	4267	443,260		2,947.68								109.93
06111009A	LUKEOLIVIA LLC	4268	648,320		4,311.33								160.79
06210068	BATES SIMON M	4269	542,520										
06141012	TYSON L CARLTON	4270	442,160		2,940.36								109.66
K7048019C	MEDFORD VICTORI	4271	365,520		2,430.70				180.21				
N7048019C	MEDFORD VICTORI	4272	627,290		4,171.48								
07114418A	COLTON RIDGE OF	4273	325,990		2,167.83						132.35		
07117502	COLTON RIDGE OF	4274	293,520		1,951.90						119.17		
06201456	HUNTER OAKS CON	4275	64,900		431.58								
06201576	HUNTER OAKS CON	4276	64,900		431.58								
06108562	LAWSON COMMUNE	4277	152,880		1,016.65								37.92
09357028E	HINSON ANDREW G	4279	80,150		532.99					24.52			
06057003D	SELLECK MARK A &	4280	41,090		273.25					12.57			
07120126	BRANDON OAKS CC	4281	590		3.92								
05011013	HONEYCUTT DAVID	4282	29,700		197.50					9.09			
07114083A02	BAYNE LINDA H % K	4283	42,320		281.43						17.18		
08261009	FURR D L & WF PAL	4284	30,600		203.49								
07150189	SCHAPHORST WILL	4285	109,390		727.44						44.42		
06228086	WATKINS DOUG & M	4286	123,350		820.28								
06204180	HOLLIFIELD KIRK E	4287	69,670		463.30								
06186051	ARMSTRONG TROY	4288	10,880		72.35								
06180280	STROME JAMES L &	4289	52,293		347.75								
07096623	BROOK VALLEY CO	4290	43,900		291.93								
07096003 80	BROOK VALLEY CO	4291	43,900		291.93								
07096003 90	BROOK VALLEY CO	4292	43,900		291.93								
09336358	CARRILLO ALÉCIA	4293	8,600		57.19								
09307023	LOVE WILLARD HO	4294	99,570		662.28								

RELEASES SEPTEMBER 2008

Acct #	Name	Release #	Real Value	Pers. Value	UCGT	UCLL	CSGT-999	CSSL-999	HembyGT	SpringsGT	StallGT	StallLL	WaxhawGT
09093005	CARRILLO MAURICIO	4295	9,600		63.84								
06174148	FORGIONE WILLIAM	4296	223,730		1,487.80								
06108476	PEREZ EDUARDO &	4297	24,100		160.27								5.98
06108008A	WILLIAMS HARRY H	4298	24,600		163.59								6.10
06030004	EASTHAMPTON HO	4299	790		5.25					0.24			
06081001A	ROBINSON RUSSEL	4300	64,000		425.60								15.87
06078028A	PATTERSON KATHR	4301	112,280		746.66								
06078028	PATTERSON KATHR	4302	86,430		574.76								
06078026	HUTCHENS JERRY	4303	106,860		710.62								
06054035	RACHED ALBERT	4304	28,640		190.46					8.76			
05090027	PAPWORTH EDWIN	4305	16,460		109.46								4.08
06102234	DWIGHT HUNTER H	4306	32,880		218.65								
08120031A	LEWIS PENNY B & A	4307	351,580		2,338.01								
06081015C	HEARN FRANK DOU	4308	1,163,480		7,737.14								288.54
03030010	JOHNSON MARSHA	4309	172,120		1,144.60								
02009008F	AUSTIN CLARENCE	4310	120,500		801.32								
07150197	CITRANO CHARLES	4311	1,240		8.25								
06180249	PATE TROY L & STE	4312	37,500		249.37						0.50		
06180221	TRIPP MICHAEL F &	4313	55,390		368.34								
08126058	PAYLESS LUMBER &	4314	156,400		1,040.06								
06180186	NOVA JAY M & SHAI	4315	56,960		378.79								
06180177	FARBMAN EDWIN &	4316	34,470		229.22								
06180153	LEE ROBERT EDWA	4317	117,830		783.57								
06180145	DETCEN PATRICIA S	4318	101,170		672.78								
07090747	BETHEL UNITED ME	4319	286,000		1,901.90								
09231205	YOUTH WITH A MIS	4320	885,250		4,625.08								
06156015J	BHATIA RAJU S & C	4321	34,370		228.56								
06126063	GARSHIDE KENNETH	4322	4,960		32.99								
06093058A	MITCHELL JOHN R &	4323	64,570		429.40								
07069023	BYRUM KENNETH V	4324	62,510		415.70								
09240011 80	HOWEY FRANKLIN V	4325	5,510		36.64								
01084007	MILLS LETHA B	4326	58,445		388.66								
04335001	RUTLEDGE REALTY	4327	1,942,250		12,915.96					594.33			
06093048	KISER DONNA J	4328	49,334		328.05								

RELEASES SEPTEMBER 2008

Acct #	Name	Release #	Real Value	Pers. Value	UCGT	UCLL	CSGT-999	CSLL-999	HembyGT	SpringsGT	StallGT	StallLL	WaxhawGT
05013001	RUTLEDGE W C JR	4329	232,730		1,547.66					71.22			
06108370	JEROME DENISE M	4330	43,550		289.61								10.80
06156006J	LAMBETH JULIUS S	4331	80,890		537.92								
06159006A	RUSINKO STEPHEN	4332	92,710		616.52								22.99
06180363	EDMONDSON COMP	4333	38,640		256.96								
01126012	WILLIAMS MAX LEO	4334	243,380		1,618.48								
06180372	EDMONDSON COMP	4335	36,950		245.72								
06186007	HAYWOOD NORA G	4336	299,317		1,990.45								
06213028	DOMANSKI CHESTE	4337	25,500		169.57								
09241069	HOWEY FRANKLIN Y	4338	13,950		92.77								
09241068	HOWEY FRANKLIN Y	4339	13,880		92.30								
09240021	HOWEY FRANKLIN Y	4340	12,150		80.80								
06078006C	HOWEY FRANKLIN Y	4341	66,560		442.62								
06051004A	HOWEY FRANKLIN Y	4342	16,440		109.32					5.03			
09411010	HOWEY FRANKLIN Y	4343	4,180		27.79					1.28			
09408005	HOWEY FRANK JR	4344	20,890		138.92					6.39			
05008001	BROOME WAYNE W	4345	629,670		4,187.31					192.68			
02074011	HAMILTON W SHER	4346	50,370		334.96								
06222013A	STEVENS CHARLES	4347	57,940		385.30								
06222031	EARNHEART WILLIA	4348	56,740		377.32								
06222384	CIRINCIONE RICHA	4349	72,760		483.86								
06225069	KORRY PAUL J & EA	4350	46,250		307.56								
06240084	PADFIELD MARK R	4351	70,930		471.69								
06186019	MCCORKLE MARGIE	4352	106,970		711.35								
06240087	CANINGTON JOHN I	4353	17,050		113.38								
08084002	BROOKS ROBERT S	4354	2,193,360		14,585.84								
02251012C	MARTIN JEFFREY L	4355	51,750		344.14								
02192008	STARNS ANN M	4358	72,750		483.79								
04156008B	MORTON LEROY	4359	111,960		744.53								
07063212	WILLIAMS CHARLO	4360	108,200		719.53				53.34				
01210003	GRIFFIN MARION C	4361	444,940		2,958.85								
09273077	MCMANUS RITCHIE	4362	55,890		371.67								
07027412	METZGER MARK G	4363	166,350		1,106.23								
09240013	CATTIE MAUREEN L	4364	293,170		1,949.58								

RELEASES SEPTEMBER 2008

Acct #	Name	Release #	Real Value	Pers. Value	UCGT	UCLL	CSGT-999	CSLL-999	HembyGT	SpringsGT	StallGT	StallLL	WaxhawGT
50089750	ORBISON FREDDIE	4371		15,859	37.18	13.81							
Totals			73,042,294	15,859	477,635.54	13.81	-	-	246.89	2,769.86	1,139.07	-	899.02
2007													
03135034	SELLARS TIMOTHY	4091	66,550		359.46								
08195021	TUCKER KATIE MUL	4094	127,920		2,251.27								
05078006C	HINSON MARY ELIZ	4108	3,230		22.97								
05078006B	HINSON MARY ELIZ	4110	4,580		32.57								
02251012C	MARTIN JEFFREY L	4356	25,580		181.90								
50096759	CAROLINA EARTHWA	4367		48,950	348.08	34.81					12.82	1.28	
50073280	MY DADDY RECORD	4370		47,020	310.89	31.09							
50090295	SCMI LEASING	4372		181,020	1,287.23	128.72					47.43	4.74	
50096295	CAMDEN REALTY	4377		37,100	119.13	26.38							
50088812	12 CHAIR BARBER S	4378		12,640	89.88	8.99							
50084601	FRED ASTAIRE DAN	4379		9,310	66.20	6.62							
50072213	HYATT CHARLES M	4380		113,760	808.95	80.89							
50001654	CHARLES M HYATT	4381		37,210	264.60	26.46							
50091084	MCCLAIN BRIAN ST	4384		12,314	87.54	8.76							
50076075	ARANT TOMMY NEL	4387		9,590	68.19	6.82							
50068685	FRAZIER JAMES & V	4388		16,614	53.32	11.81							
50067880	HARTLEY ALAN & C	4389		13,030	92.66	9.26							
50079321	SCOTT MICHAEL L	4391		1,380	9.81	0.98							
Totals			227,860	539,938	6,454.65	381.59	-	-	-	-	60.25	6.02	-
2006													
08195021	TUCKER KATIE MUL	4095	127,920		2,015.73								
50073280	MY DADDY RECORD	4368		38,020	242.07	24.21							
50090295	SCMI LEASING	4373		157,410	1,002.23	100.22					69.89	6.99	
50001654	CHARLES M HYATT	4382		32,360	206.04	20.60							

RELEASES SEPTEMBER 2008

Acct #	Name	Release #	Real Value	Pers. Value	UCGT	UCLL	CSGT-999	CSLL-999	HembyGT	SpringsGT	StallGT	StallLL	WaxhawGT
50091084	MCCLAIN BRIAN ST	4385		12,314	78.38	7.84							
50079321	SCOTT MICHAEL L	4392		1,530	9.74	0.97							
Totals			127,920	241,634	3,554.19	153.84	-	-	-	-	69.89	6.99	-
2005													
08195021	TUCKER KATIE MUL	4096	150,230		1,593.37		199.17						
50073280	MY DADDY RECORD	4369		33,060	185.14	18.51	23.14	2.31					
50090295	SCMI LEASING	4374		136,880	766.53	76.65	95.82	9.58			53.38	5.34	
50001654	CHARLES M HYATT	4383		28,140	157.58	15.76	19.70	1.97					
50091084	MCCLAIN BRIAN ST	4386		12,314	68.96	6.90	8.62	0.86					
Totals			150,230	210,394	2,771.58	117.82	346.45	14.72	-	-	53.38	5.34	-
2004													
50090295	SCMI LEASING	4375		119,030	624.91	62.49	83.32	8.33			58.56	5.86	
Totals			-	119,030	624.91	62.49	83.32	8.33	-	-	58.56	5.86	-
2003													
50090295	SCMI LEASING	4376		103,500	548.55	54.86	72.45	7.25			40.57	4.06	
Totals			-	103,500	548.55	54.86	72.45	7.25	-	-	40.57	4.06	-
GRAND TOTALS			73,992,854	1,230,355	491,589.42	784.41	502.22	30.30	246.89	2,769.86	1,421.72	28.27	899.02

RELI												
Acct #	WesleyGT	BakersFF	FairviewFF	JacksonFF	LanesCr FF	New SalemFF	WaxhawFF	WingateFF	WesleyTT	HembyTT	WingateTT	Total
2009												
06213027							55.00					55.00
Totals	-	-	-	-	-	-	55.00	-	-	-	-	55.00
2008												
04279015												1,298.41
06177008A	2,867.65											102,709.75
06159010A	2,052.03											73,497.04
09194149												22.28
09402159A80												20,004.86
09402159A90		4.02										20,008.88
09114002A												152.09
08084006			45.31									1,229.74
02251007												70.96
05066065												581.83
06063180												652.84
09256107												277.17
05033039												153.45
06207460	187.39											6,711.71
05078006C				5.00								13.78
05078006B				5.00								13.31
06045193	133.86								115.63			4,909.95
02030025												33.25
07027008A												7.24
04288013F												33.25
08138009												12.27
09402060									0.82			34.07
03159036												33.25
05042014A												22.84
05063060												34.49
02148004D												32.02
09155001												5,379.98

RELI

Acct #	WesleyGT	BakersFF	FairviewFF	JacksonFF	LanesCr FF	New SalemFF	WaxhawFF	WingateFF	WesleyTT	HembyTT	WingateTT	Total
02321046												30.92
09390005C												34.78
09210007												33.25
03147002B												33.25
08312082												10.91
05186012A												34.49
09303023												13.44
01042010B												33.25
08312110												25.74
09357015A												34.78
07081009F												35.28
01084012A												152.28
01060013												145.23
01027005												281.90
09387004B												613.60
04198004L												145.17
04180011												14.70
01168006												100.75
050030001A												7,790.30
05003001C												1,760.02
04261002												205.28
05008001												4,650.57
05014015C												970.57
05015005												935.99
05015011												211.27
05066009												317.93
P5036016												336.83
02199018												63.24
07129084												23.14
07144156												35.28
04210011C												208.41
04285009C												39.36
04132027												148.63
09279081												45.88

RELI

Acct #	WesleyGT	BakersFF	FalrviewFF	JacksonFF	LanesCr FF	New SalemFF	WaxhawFF	WingateFF	WesleyTT	HembyTT	WingateTT	Total
09321413												49.41
09279078												298.12
09279070												345.73
09273013												517.23
09267086												56.53
09159002												308.16
09146001												538.25
08135009K												252.44
08081012B												47.68
06138031												310.41
06111050												223.76
09402037									0.72			29.82
06099127	0.95											33.94
05104046A												270.19
05104044												95.03
05015001B												451.33
04087014												199.96
03171011												34.65
04132030												147.43
01237007A02												14.89
04132029												147.43
081868016												288.61
093900005												240.33
09417002E												535.89
02105012C												335.49
04318014A												81.91
06204005D	19.15											685.88
04306014A												51.76
04350008												55.19
07069118A												2,139.64
05084001												748.85
07069034												22,101.74
05113050												359.32
06204001	26.58											951.86

RELI

Acct #	WesleyGT	BakersFF	FairviewFF	JacksonFF	LanesCr FF	New SalemFF	WaxhawFF	WingateFF	WesleyTT	HembyTT	WingateTT	Total
06048007A	29.79								25.74			1,092.93
07084590 11												305.17
07084590 12												305.17
07084590 13												305.17
09429003												12,482.12
07129308A												479.03
07129308E												2,182.56
07129308												514.68
07129308D												470.21
07129308C												225.44
07129307												698.55
07129307B												1,490.23
07129307A												803.11
07129303A												2,756.07
07129303												765.87
07129306A												458.64
07129306B												458.64
08213057												274.51
04279036F												63.51
06084009												567.01
06084041												254.38
08300031A												174.30
07129304												363.38
06048003	326.12											11,680.66
09244002												546.10
09342137B												511.52
09357028F												384.68
09216066												328.81
06153314	515.63											18,468.24
01069001A												212.93
04099011C												126.48
04279017C												155.81
09256060												114.32
05072031												13.63

RELI												
Acct #	WesleyGT	BakersFF	FairviewFF	JacksonFF	LanesCr FF	New SalemFF	WaxhawFF	WingateFF	WesleyTT	HembyTT	WingateTT	Total
09316001												790.16
09316002D												763.95
09316012												474.47
09336442												85.85
09345005												1,563.82
08105007												1,504.96
05006019A												3,481.47
09348003												19.09
09351013												577.34
09372024												605.28
09298073C												33.12
09357012D												192.98
07021257												193.29
08234026												36.71
08261020												76.54
08303013A												144.97
09256001A												674.24
09256001C												106.13
07084345I												1,461.58
09213008A												846.87
06180219	99.43											3,561.28
09414013												572.20
09417002L												225.23
05015006												886.05
04222012D												78.39
04276015												992.35
04279014												331.73
04279035												361.50
04279036D												417.01
05303010A												673.90
04303010B												606.07
04306012A												261.96
04306022												666.88
04309015C												256.46

RELI												
Acct #	WesleyGT	BakersFF	FairviewFF	JacksonFF	LanesCr FF	New SalemFF	WaxhawFF	WingateFF	WesleyTT	HembyTT	WingateTT	Total
06039010												467.73
09357037												59.54
09357039A												903.58
04201009												715.47
07114529												47.06
07114528												161.23
08141004												1,454.09
06111007												3,057.61
06111009A												4,472.12
06210068												10.00
06141012							10.00					3,050.02
K7048019C												2,610.91
N7048019C												4,171.48
07114418A												2,300.18
07117502												2,071.07
06201456	12.40											443.98
06201576	12.40											443.98
06108562												1,054.57
09357028E												557.51
06057003D												285.82
07120126												3.92
05011013												206.59
07114083A02												298.61
08261009												203.49
07150189												771.86
06228086	23.56											843.84
06204180	13.30											476.60
06186051	2.08											74.43
06180280	9.99											357.74
07096623												291.93
07096003 80												291.93
07096003 90												291.93
09336358												57.19
09307023												662.28

RELI

Acct #	WesleyGT	BakersFF	FairviewFF	JacksonFF	LanesCr FF	New SalemFF	WaxhawFF	WingateFF	WesleyTT	HembyTT	WingateTT	Total
09093005												63.84
06174148	42.73											1,530.53
06108476												166.25
06108008A												169.69
06030004												5.49
06081001A												441.47
06078028A	21.45								18.53			786.64
06078028	16.51								14.26			605.53
06078026	20.41								17.63			748.66
06054035												199.22
05090027												113.54
06102234	6.28											224.93
08120031A												2,338.01
06081015C												8,025.68
03030010												1,144.60
02009008F												801.32
07150197												8.75
06180249	7.17											256.54
06180221	10.58											378.92
08126058												1,040.06
06180186	10.88											389.67
06180177	6.58											235.80
06180153	22.51											806.08
06180145	19.33											692.11
07090747												1,901.90
09231205												4,625.08
06156015J	6.56											235.12
06126063	0.95											33.94
06093058A												429.40
07069023												415.70
09240011 80												36.64
01084007												388.66
04335001												13,510.29
06093048												328.05

RELI												
Acct #	WesleyGT	BakersFF	FairviewFF	JacksonFF	LanesCr FF	New SalemFF	WaxhawFF	WingateFF	WesleyTT	HembyTT	WingateTT	Total
05013001												1,618.88
06108370												300.41
06156006J	15.45											553.37
06159006A												639.51
06180363	7.38											264.34
01126012												1,618.48
06180372	7.06											252.78
06186007	57.17											2,047.62
06213028												169.57
09241069												92.77
09241068												92.30
09240021												80.80
06078006C	12.71											455.33
06051004A												114.35
09411010												29.07
09408005												145.31
05008001												4,379.99
02074011												334.96
06222013A	11.07											396.37
06222031	10.84											388.16
06222384	13.89											497.75
06225069	8.84											316.40
06240084	13.55											485.24
06186019	20.43											731.78
06240087	3.26											116.64
08084002												14,585.84
02251012C								5.00				349.14
02192008												483.79
04156008B												744.53
07063212										27.27		800.14
01210003												2,958.85
09273077												371.67
07027412		40.21										1,146.44
09240013												1,949.58

RELI

Acct #	WesleyGT	BakersFF	FairviewFF	JacksonFF	LanesCr FF	New SalemFF	WaxhawFF	WingateFF	WesleyTT	HembyTT	WingateTT	Total
50089750												50.99
Totals	6,705.90	44.23	45.31	10.00	-	-	10.00	5.00	193.33	27.27	-	489,745.23
2007												
03135034					45.00							404.46
08195021												2,251.27
05078006C				5.00								27.97
05078006B				5.00								37.57
02251012C								5.00				186.90
50096759												396.99
50073280												341.98
50090295												1,468.12
50096295											144.69	290.20
50088812												98.87
50084601												72.82
50072213												889.84
50001654												291.06
50091084						50.00						146.30
50076075												75.01
50068685											64.79	129.92
50067880		36.96										138.88
50079321												10.79
												-
												-
Totals	-	36.96	-	10.00	45.00	50.00	-	5.00	-	-	209.48	7,258.95
2006												
08195021												2,015.73
50073280												266.28
50090295												1,179.33
50001654												226.64

RELI

Acct #	WesleyGT	BakersFF	FairviewFF	JacksonFF	LanesCr FF	New SalemFF	WaxhawFF	WingateFF	WesleyTT	HembyTT	WingateTT	Total
50091084						44.40						130.62
50079321												10.71
Totals	-	-	-	-	-	44.40	-	-	-	-	-	3,829.31
2005												
08195021												1,792.54
50073280												229.10
50090295												1,007.30
50001654												195.01
50091084						41.00						126.34
Totals	-	-	-	-	-	41.00	-	-	-	-	-	3,350.29
2004												
50090295												843.47
Totals	-	-	-	-	-	-	-	-	-	-	-	843.47
2003												
50090295												727.74
Totals	-	-	-	-	-	-	-	-	-	-	-	727.74
GRAND TOTAL	6,705.90	81.19	45.31	20.00	45.00	135.40	65.00	10.00	193.33	27.27	209.48	505,809.99

REFUNDS SEPTEMBER 2008

Acct #	Name	Release #	Real Value	Pers. Value	UCGT	UCLL	CSGT-999	CSLL-999	HembyGT	SpringsG	SpringsLI	StallGT	WesleyG	Wingate	
2008															
08312049	DEWBERRY JACK E & BETTY	4120	1,350		8.98										8.98
07129298	HOUSIADAS MARIA	4208	62,050		412.64							25.19			437.83
Total - 2008			63,400	-	421.62	-	-	-	-	-	-	25.19	-	-	446.81
2007															
07150387	FLUETT JAMES E & JEAN M	4092	171,900		1,222.38							45.03			1,267.41
07093383	SHILOH TRACE HOMEOWNE	4097	165,590		1,177.51								27.65		1,205.16
07039225	BENT CREEK DEVELOPERS	4098	34,000		241.77			12.82							254.59
50094355	ROUSE JANET	4365		14,960	106.38	10.64			4.67	0.47					122.16
Total 2007			371,490	14,960	2,748.04	10.64	-	-	12.82	4.67	0.47	45.03	27.65	-	2,849.32
2006															
09015039	TRICORP CONSTRUCTION IN	4093	80,320		511.40									42.73	554.13
07039225	BENT CREEK DEVELOPERS	4099	34,000		216.48			15.78							232.26
02251012C	MARTIN JEFFREY L	4357	25,580		162.87									4.75	167.62
50094355	ROUSE JANET	4366		14,960	95.25				4.68						99.93
50088485	WAUKESHA ELECTRIC SYST	4393		48,359	307.90							21.47			329.37
Total 2006			139,900	63,319	1,293.90	-	-	-	15.78	4.68	-	21.47	-	47.48	1,383.31
2005															
07039225	BENT CREEK DEVELOPERS	4100	34,000		190.40		23.80		13.74						227.94
Total 2005			34,000	-	190.40	-	23.80	-	13.74	-	-	-	-	-	227.94
2004															
50091084	MCCLAIN BRIAN STEVEN	4390		12,314	64.65	6.47	8.62	0.86							80.60
Total 2004			-	12,314	64.65	6.47	8.62	0.86	-	-	-	-	-	-	80.60
GRAND TOTALS ALL YEARS			608,790	90,593	4,718.61	17.11	32.42	0.86	42.34	9.35	0.47	91.69	27.65	47.48	4,987.98

AGENDA ITEM # 5/2C
 MEETING DATE 10-6-08

UNION COUNTY
BOARD OF COMMISSIONERS

ACTION AGENDA ITEM ABSTRACT

Meeting Date:

Action Agenda Item No. 51
(Central Admin. use only)

SUBJECT: Budget Amendment - Work First Functional Assessment

DEPARTMENT: Social Services

PUBLIC HEARING: No

ATTACHMENT(S):
Funding Authorization

INFORMATION CONTACT:
D. Donae Latson, Director

TELEPHONE NUMBERS:
(704) 296-4301

DEPARTMENT'S RECOMMENDED ACTION: Please increase the revenues in 10453101-4351-1450 and the expenditures in 10553101-5381-1450 by \$19,600.00 .
JLL

BACKGROUND: These funds will provide Functional Capacity Evaluations for our clients to assist them in meeting the participation requirements of the Work First program.

FINANCIAL IMPACT: The TANF Block Grant program is funded 100% by Federal funds. No county match is required.

Legal Dept. Comments if applicable:

Finance Dept. Comments if applicable:

Manager Recommendation:



DIVISION OF SOCIAL SERVICES

Work First Functional Assessment

FUNDING SOURCE: TANF Block Grant

EFFECTIVE DATE: 07/01/2008

AUTHORIZATION NUMBER: 1

ALLOCATION PERIOD

FROM JUNE 2008 THRU MAY 2009 SERVICE MONTHS

FROM JULY 2008 THRU JUNE 2009 PAYMENT MONTHS

Co. No.	COUNTY	Initial (or Previous) Allocation Funding Authorization			Additional Allocation			Grand Total Allocation		
		Federal	State	Total	Federal	State	Total	Federal	State	Total
01	ALAMANCE	12,600.00	0.00	12,600.00	0.00	0.00	0.00	12,600.00	0.00	12,600.00
02	ALEXANDER	1,400.00	0.00	1,400.00	0.00	0.00	0.00	1,400.00	0.00	1,400.00
03	ALLEGHANY	1,400.00	0.00	1,400.00	0.00	0.00	0.00	1,400.00	0.00	1,400.00
04	ANSON	1,400.00	0.00	1,400.00	0.00	0.00	0.00	1,400.00	0.00	1,400.00
05	ASHE	4,200.00	0.00	4,200.00	0.00	0.00	0.00	4,200.00	0.00	4,200.00
06	AVERY	1,400.00	0.00	1,400.00	0.00	0.00	0.00	1,400.00	0.00	1,400.00
07	BEAUFORT	11,200.00	0.00	11,200.00	0.00	0.00	0.00	11,200.00	0.00	11,200.00
08	BERTIE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
09	BLADEN	19,600.00	0.00	19,600.00	0.00	0.00	0.00	19,600.00	0.00	19,600.00
10	BRUNSWICK	25,200.00	0.00	25,200.00	0.00	0.00	0.00	25,200.00	0.00	25,200.00
11	BUNCOMBE	16,800.00	0.00	16,800.00	0.00	0.00	0.00	16,800.00	0.00	16,800.00
12	BURKE	11,200.00	0.00	11,200.00	0.00	0.00	0.00	11,200.00	0.00	11,200.00
13	CABARRUS	2,800.00	0.00	2,800.00	0.00	0.00	0.00	2,800.00	0.00	2,800.00
14	CALDWELL	1,400.00	0.00	1,400.00	0.00	0.00	0.00	1,400.00	0.00	1,400.00
15	CAMDEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
16	CARTERET	14,000.00	0.00	14,000.00	0.00	0.00	0.00	14,000.00	0.00	14,000.00
17	CASWELL	7,000.00	0.00	7,000.00	0.00	0.00	0.00	7,000.00	0.00	7,000.00
18	CATAWBA	14,000.00	0.00	14,000.00	0.00	0.00	0.00	14,000.00	0.00	14,000.00
19	CHATHAM	1,400.00	0.00	1,400.00	0.00	0.00	0.00	1,400.00	0.00	1,400.00
20	CHEROKEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21	CHOWAN	2,800.00	0.00	2,800.00	0.00	0.00	0.00	2,800.00	0.00	2,800.00
22	CLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
23	CLEVELAND	32,200.00	0.00	32,200.00	0.00	0.00	0.00	32,200.00	0.00	32,200.00
24	COLUMBUS	39,200.00	0.00	39,200.00	0.00	0.00	0.00	39,200.00	0.00	39,200.00
25	CRAVEN	8,400.00	0.00	8,400.00	0.00	0.00	0.00	8,400.00	0.00	8,400.00
26	CUMBERLAND	72,800.00	0.00	72,800.00	0.00	0.00	0.00	72,800.00	0.00	72,800.00
27	CURRITUCK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
28	DARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
29	DAVIDSON	8,400.00	0.00	8,400.00	0.00	0.00	0.00	8,400.00	0.00	8,400.00
30	DAVIE	1,400.00	0.00	1,400.00	0.00	0.00	0.00	1,400.00	0.00	1,400.00
31	DUPLIN	9,800.00	0.00	9,800.00	0.00	0.00	0.00	9,800.00	0.00	9,800.00
32	DURHAM	2,800.00	0.00	2,800.00	0.00	0.00	0.00	2,800.00	0.00	2,800.00
33	EDGECOMBE	5,600.00	0.00	5,600.00	0.00	0.00	0.00	5,600.00	0.00	5,600.00
34	FORSYTH	61,600.00	0.00	61,600.00	0.00	0.00	0.00	61,600.00	0.00	61,600.00
35	FRANKLIN	9,800.00	0.00	9,800.00	0.00	0.00	0.00	9,800.00	0.00	9,800.00
36	GASTON	12,600.00	0.00	12,600.00	0.00	0.00	0.00	12,600.00	0.00	12,600.00
37	GATES	1,400.00	0.00	1,400.00	0.00	0.00	0.00	1,400.00	0.00	1,400.00
38	GRAHAM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
39	GRANVILLE	2,800.00	0.00	2,800.00	0.00	0.00	0.00	2,800.00	0.00	2,800.00
40	GREENE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
41	GUILFORD	91,000.00	0.00	91,000.00	0.00	0.00	0.00	91,000.00	0.00	91,000.00
42	HALIFAX	8,400.00	0.00	8,400.00	0.00	0.00	0.00	8,400.00	0.00	8,400.00
43	HARNETT	9,800.00	0.00	9,800.00	0.00	0.00	0.00	9,800.00	0.00	9,800.00
44	HAYWOOD	28,000.00	0.00	28,000.00	0.00	0.00	0.00	28,000.00	0.00	28,000.00
45	HENDERSON	15,400.00	0.00	15,400.00	0.00	0.00	0.00	15,400.00	0.00	15,400.00
46	HERTFORD	5,600.00	0.00	5,600.00	0.00	0.00	0.00	5,600.00	0.00	5,600.00
47	HOKE	5,600.00	0.00	5,600.00	0.00	0.00	0.00	5,600.00	0.00	5,600.00

Work First Functional Assessment

AUTHORIZATION NUMBER: 1

	COUNTY	Initial (or Previous) Allocation Funding Authorization			Additional Allocation			Grand Total Allocation		
		Federal	State	Total	Federal	State	Total	Federal	State	Total
48	HYDE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
49	IREDELL	25,200.00	0.00	25,200.00	0.00	0.00	0.00	25,200.00	0.00	25,200.00
50	JACKSON	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51	JOHNSTON	4,200.00	0.00	4,200.00	0.00	0.00	0.00	4,200.00	0.00	4,200.00
52	JONES	1,400.00	0.00	1,400.00	0.00	0.00	0.00	1,400.00	0.00	1,400.00
53	LEE	1,400.00	0.00	1,400.00	0.00	0.00	0.00	1,400.00	0.00	1,400.00
54	LENOIR	11,200.00	0.00	11,200.00	0.00	0.00	0.00	11,200.00	0.00	11,200.00
55	LINCOLN	1,400.00	0.00	1,400.00	0.00	0.00	0.00	1,400.00	0.00	1,400.00
56	MACON	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
57	MADISON	1,400.00	0.00	1,400.00	0.00	0.00	0.00	1,400.00	0.00	1,400.00
58	MARTIN	2,800.00	0.00	2,800.00	0.00	0.00	0.00	2,800.00	0.00	2,800.00
59	MCDOWELL	12,600.00	0.00	12,600.00	0.00	0.00	0.00	12,600.00	0.00	12,600.00
60	MECKLENBURG	96,600.00	0.00	96,600.00	0.00	0.00	0.00	96,600.00	0.00	96,600.00
61	MITCHELL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
62	MONTGOMERY	4,200.00	0.00	4,200.00	0.00	0.00	0.00	4,200.00	0.00	4,200.00
63	MOORE	4,200.00	0.00	4,200.00	0.00	0.00	0.00	4,200.00	0.00	4,200.00
64	NASH	14,000.00	0.00	14,000.00	0.00	0.00	0.00	14,000.00	0.00	14,000.00
65	NEW HANOVER	30,800.00	0.00	30,800.00	0.00	0.00	0.00	30,800.00	0.00	30,800.00
66	NORTHAMPTON	4,200.00	0.00	4,200.00	0.00	0.00	0.00	4,200.00	0.00	4,200.00
67	ONSLow	16,800.00	0.00	16,800.00	0.00	0.00	0.00	16,800.00	0.00	16,800.00
68	ORANGE	18,200.00	0.00	18,200.00	0.00	0.00	0.00	18,200.00	0.00	18,200.00
69	PAMLICO	2,800.00	0.00	2,800.00	0.00	0.00	0.00	2,800.00	0.00	2,800.00
70	PASQUOTANK	14,000.00	0.00	14,000.00	0.00	0.00	0.00	14,000.00	0.00	14,000.00
71	PENDER	2,800.00	0.00	2,800.00	0.00	0.00	0.00	2,800.00	0.00	2,800.00
72	PERQUIMANS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
73	PERSON	12,600.00	0.00	12,600.00	0.00	0.00	0.00	12,600.00	0.00	12,600.00
74	PITT	12,600.00	0.00	12,600.00	0.00	0.00	0.00	12,600.00	0.00	12,600.00
75	POLK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
76	RANDOLPH	44,800.00	0.00	44,800.00	0.00	0.00	0.00	44,800.00	0.00	44,800.00
77	RICHMOND	23,800.00	0.00	23,800.00	0.00	0.00	0.00	23,800.00	0.00	23,800.00
78	ROBESON	50,400.00	0.00	50,400.00	0.00	0.00	0.00	50,400.00	0.00	50,400.00
79	ROCKINGHAM	25,200.00	0.00	25,200.00	0.00	0.00	0.00	25,200.00	0.00	25,200.00
80	ROWAN	1,400.00	0.00	1,400.00	0.00	0.00	0.00	1,400.00	0.00	1,400.00
81	RUTHERFORD	11,200.00	0.00	11,200.00	0.00	0.00	0.00	11,200.00	0.00	11,200.00
82	SAMPSON	18,200.00	0.00	18,200.00	0.00	0.00	0.00	18,200.00	0.00	18,200.00
83	SCOTLAND	35,000.00	0.00	35,000.00	0.00	0.00	0.00	35,000.00	0.00	35,000.00
84	STANLY	8,400.00	0.00	8,400.00	0.00	0.00	0.00	8,400.00	0.00	8,400.00
85	STOKES	19,600.00	0.00	19,600.00	0.00	0.00	0.00	19,600.00	0.00	19,600.00
86	SURRY	8,400.00	0.00	8,400.00	0.00	0.00	0.00	8,400.00	0.00	8,400.00
87	SWAIN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
88	TRANSYLVANIA	1,400.00	0.00	1,400.00	0.00	0.00	0.00	1,400.00	0.00	1,400.00
89	TYRRELL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
* 90	UNION *	19,600.00	0.00	19,600.00	0.00	0.00	0.00	19,600.00	0.00	19,600.00
91	VANCE	2,800.00	0.00	2,800.00	0.00	0.00	0.00	2,800.00	0.00	2,800.00
92	WAKE	39,200.00	0.00	39,200.00	0.00	0.00	0.00	39,200.00	0.00	39,200.00
93	WARREN	4,200.00	0.00	4,200.00	0.00	0.00	0.00	4,200.00	0.00	4,200.00
94	WASHINGTON	4,200.00	0.00	4,200.00	0.00	0.00	0.00	4,200.00	0.00	4,200.00
95	WATAUGA	2,800.00	0.00	2,800.00	0.00	0.00	0.00	2,800.00	0.00	2,800.00
96	WAYNE	9,800.00	0.00	9,800.00	0.00	0.00	0.00	9,800.00	0.00	9,800.00
97	WILKES	65,800.00	0.00	65,800.00	0.00	0.00	0.00	65,800.00	0.00	65,800.00
98	WILSON	8,400.00	0.00	8,400.00	0.00	0.00	0.00	8,400.00	0.00	8,400.00
99	YADKIN	1,400.00	0.00	1,400.00	0.00	0.00	0.00	1,400.00	0.00	1,400.00
100	YANCEY	1,400.00	0.00	1,400.00	0.00	0.00	0.00	1,400.00	0.00	1,400.00
150	Jackson Indian	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
187	Swain Indian	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total	\$ 1,285,200.00	\$ -	\$ 1,285,200.00	\$ -	\$ -	\$ -	\$ 1,285,200.00	\$ -	\$ 1,285,200.00

Work First Functional Assessment

AUTHORIZATION NUMBER: 1

FUNDING SOURCE: TANF Block Grant
(CFDA #93.558- Temporary Assistance for Needy Families Federal Funds)

GRANT INFORMATION: This funding authorization represents 100% Federal funds.

XS411 Heading: WF Funct Assess
Tracked on XS411: Federal 100%

OBLIGATIONS INCURRED AND EXPENDITURES MADE UNDER THIS ADVICE WILL BE SUBJECT TO LIMITATIONS PUBLISHED BY FEDERAL AND STATE AGENCIES AS TO THE AVAILABILITY OF FUNDS

AUTHORIZED SIGNATURE

DATE:

Sherry L Bradsher

September 10, 2008

Accepted by:

D. [Signature]
County Director Signature

9-12-08
Date

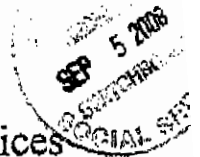
County Name :

Union

19,600.
Grand
Total Allocation

Please provide your Local Business Liaison with a signed copy of this Funding Authorization.

cc: Suzanne
L. Gayle
Dana
Cindy



North Carolina Department of Health and Human Services
Office of the Controller

Michael F. Easley, Governor
Dempsey Benton, Secretary

Laketha M. Miller, Controller
(919) 733-0169

MAILING ADDRESS:
2019 Mail Service Center
Raleigh, NC 27699-2019

LOCATION:
616 Oberlin Road
Raleigh, NC 27605

September 02, 2008

RECEIVED

SEP 05 2008

DSS ADMINISTRATION

Dear County Director of Social Services:

Subject: Fiscal Reporting Procedures for the Work First Functional Assessment

Effective retroactively to include July 2008 services, initial processing to begin during August services reimbursed September 2008, counties will need to use the following codes to report expenditures for Work First Functional Assessment on the DSS-1571 report.

Part I: There are no Part I coding requirements.

Part II: There are no Part II coding requirements.

Part IV: (Purchased Services)

Fund ID "T" Work First Functional Assessment, Application Code 118

The CFDA number for Work First Functional Assessment is 93.558. The federal cost for this application code 118 will be tracked on the XS411 report under the description "*WF Funct Assess*". In terms of overhead, for your Maximus software, Work First Functional Assessment is only being tracked with Part IV coding thus overhead is not applicable.

If you have any questions concerning these reporting procedures, please contact your appropriate Local Business Liaison or County Administration Accounting Unit at (919) 733-2306.

Sincerely,

Laketha M. Miller

Laketha M. Miller

LMM/mkd

cc: DSS-1571 Contact Personnel
Sherry S. Bradsher

Jack W. Chappell
Sarah Barham

Debbie Hawkins
Local Business Liaisons

Myra K. Dixon
Kelli Winters-Billman

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: October 6, 2008

Action Agenda Item No. 53
(Central Admin. use only)

SUBJECT: Union County Work First Biennial Plan

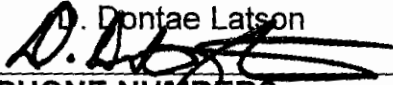
DEPARTMENT: Social Services

PUBLIC HEARING: No

ATTACHMENT(S):

- 1) Letter from N.C. Division of Social Services with requirements for biennial planning in Work First Program, 06/19/2008
- 2) The Union County Work First Plan Fiscal Year 2009-2011

INFORMATION CONTACT:

D. Dontae Latson


TELEPHONE NUMBERS:

704-296-4301

DEPARTMENT'S RECOMMENDED ACTION: 1) The Union County Department of Social Services would like to request the BOCC approval for the Work First Plan for FY 2009-2011, which is due to the Division of Social Services no later than the close of business on October 31, 2008.

BACKGROUND: On July 21st Social Services received approval from the BOCC to remain at Standard status for the Union County's Work First Program. A committee was also appointed to begin the development of the plan. The committee met on August 7, 2008 at which time an overview of the current program was given. Each member then met in a sub-committee representing each goal. Committee members had the opportunity to identify the needs of the population to be served and to review and assist in a plan to respond to the identified needs. All of the information was compiled which developed the Work First plan for FY 2009 through 2011. The draft of the plan was sent to all committee members for review and was also made available to the public for comment for two weeks. Recommendations were incorporated into the plan.

FINANCIAL IMPACT: None.

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation: _____

Summary for the Commissioners

Background: Federal regulations governing the Temporary Assistance for Need Families (TANF) Program require states to submit biennial plans that describe the operation of their TANF programs. The primary TANF assistance program in North Carolina is the Work First Program. Since Work First is administered locally in each county, North Carolina law requires the Board to submit a County Work First Block Grant Plan every two years. On July 21st Social Services received approval from the Commissioners to remain at Standard status for the Union County's Work First Program. A committee was also appointed to begin the development of the plan. The committee met on August 7, 2008 at which time an overview of the current program was given. Each member then met in a sub-committee representing each goal. Committee members had the opportunity to identify the needs of the population to be served and to review and assist in a plan to respond to the identified needs. All of the information was compiled which developed the Work First plan for FY 2009 through 2011. The draft of the plan was sent to all committee members for review and was also made available to the public for comment for two week. Recommendations were incorporated into the plan.

Action Requested: The Union County Department of Social Services would like to request the Commissioners approval for the Work First Plan for FY 2009-2011, which will be submitted to the State before October 31, 2008.



North Carolina Department of Health and Human Services
Division of Social Services

325 North Salisbury Street • MSC 2408 • Raleigh, North Carolina 27699-2408
Courier # 56-20-25

Michael F. Easley, Governor
Carmen Hooker Odom, Secretary

Sherry Bradsher, Director
(919) 733-3055

June 19, 2008

DEAR COUNTY DIRECTORS OF SOCIAL SERVICES

ATTENTION: Work First Program Administrators, Managers, and Supervisors

Subject: Work First Biennial County Planning

The Work First Block Grant planning cycle has begun again. This letter includes the designation letter that your agency must submit to the Division that will designate whether your county will operate as either a Standard or Electing County. Guidance is also provided on completing the county Work First Block Grant plan for the biennium that includes FFY's 2009-2010 and 2010-2011 (hereby referred to as the 2010-2011 biennium.)

The deadline to return the Standard or Electing County designation form is by close of business September 26, 2008. All county Departments of Social Services must submit a designation form. The decision must have the support of three-fifths of your county commissioners. Designation letters with original signatures should be submitted to the Division of Social Services no later than the established deadline. Counties providing the designation letter after the deadline will be considered a standard county.

Planning can be challenging with the many variables of uncertainty that currently exist. Designating standard or electing can be equally as difficult. Frequently, counties will submit the designation to be a standard county by the deadline and later decide that they would prefer to change their designation to be an electing county. The reverse is also true. North Carolina General Statute §108A-27(e) allows that counties desiring to "redesignate" their county status must notify the Department in writing at least six months prior to the effective date of the next State Plan. Six months prior to the next TANF State Plan is **April 1, 2009** for this state plan cycle. In the request for redesignation, the county must submit documentation that three-fifths of its county commissioners support the redesignation. This provision gives each county an opportunity to ensure the most appropriate designation.

Funds available for distribution to electing counties will be adjusted based on State and/or Federal legislation. When counties are preparing their plan and deciding whether to change or remain as standard or electing, they need to be cognizant that any estimates received from the Division of Social Services' (DSS) Budget Office will be based on current available dollars and subject to change based on legislative decisions. Electing County budgets will be effective July 1, 2009 and the programmatic changes will be effective October 1, 2009 during this planning period.

When completing the county Work First Block Grant plan, instructions are included in North Carolina General Statute §108A.27 and Work First Policy Section 003, *The Planning Process for Work First*. The planning process is an important component of Work First and consists of several significant criteria. Those criteria include:

- the selection of county status (electing or standard)
- the composition of the planning committee

- the county plan model
- public comment
- the primary contact designee.

A successful county plan also includes involvement from multiple community partners. This is an opportunity for counties to take full advantage of the localized flexibility provided for in the Work First Program. Preparations should begin now in the development of the Work First Block Grant Plans for the 2010-2011 biennium. Current and/or former Work First recipients, employers, child care providers, child welfare staff, private sector organizations, and others may prove to be valuable resources in the planning process.

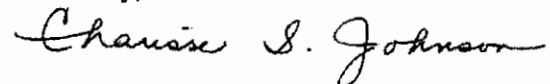
The county Work First Block Grant Plans are due to the Division of Social Services **no later than close of business on October 31, 2008**. County Work First Block Grant plans should be submitted by the established deadline to allow for the plans to be reviewed according to schedule. A plan that is not reviewed can not be approved for the upcoming 2010-2011 biennium.

Attached, you will find a Work First Planning Outline, Submission Requirements, designation letter, and timelines for submitting the county plans. Review the planning outline and the submission requirements thoroughly, as some changes have been made. Changes are easily identified in the planning outline as they are in bold font. A highlight of the changes includes the following:

- Revisions on submitting the electronic Work First plan,
- Electronic plans have a naming convention,
- All counties should provide their work participation rates and a discussion of what the county is doing to increase it's work participation rates,
- Work First Block Grant plans must be family centered,
- A copy of the Memorandum of Agreement (MOA) with the Local Management Entity (LME),
- Citizenship/Identity requirements that are mandatory for both Electing and Standard Counties, and
- Demonstration grant initiatives may be included as innovative strategies.

With the effective date of October 1, 2008 for the federal TANF Final Rule resulting from the Deficit Reduction Act of 2005, the Division asks that each county approach this planning process with a strong focus on strategies for increasing the work participation rate, while providing family centered non-punitive services. Questions regarding this matter should be directed to your Work First Representative or the Work First/CPS Policy Team at (919)733-4622.

Sincerely,



Charisse S. Johnson, Chief
Family Support and Child Welfare Services

CSJ: cem

Attachments
[2010-2011 Designation Form](#)
[WF Plan Outline 2010-2011](#)

cc: Sherry S. Bradsher
Sarah Barham
Local Business Liaisons Managers
Jo Ann Lamm
Children' Services Program Representatives
Family Support and Child Welfare Services Team Leaders
Work First Representatives
Hank Bowers
Carlotta Dixon

FSCWS-26-07

COUNTY WORK FIRST PLAN OUTLINE FOR THE 2010-2011 BIENNIUM

County Work First Plans must include family centered policy language/practices demonstrated in the plan. Each county plan should include a specific and clear discussion on how it will integrate family centered practice in the daily involvement with families including support for child only cases. Family centered approaches empower families making them key participants in developing services and demonstrates the six (6) principles of partnerships which are:

1. Everyone desires respect;
2. Everyone needs to be heard;
3. Everyone has strengths;
4. Judgments can wait;
5. Partners share power;
6. Partnership is a process.

In addition county Work First plans must include in its plan policies and practices on compliance with American with Disabilities Act (ADA), as well as the provision of interpreter services for its citizens that require such accommodations. Provide a detailed discussion on how the county complies with ADA the request for interpreter services. Further, the county plans should include the following:

I. Conditions within the County

Briefly describe the current realities for low-income families in your county and key issues addressed by the plan. What are the most pressing problems? In addition to the narrative, provide relevant supporting documentation. Include current and projected economic trends such as new businesses, plant closings, and job availability. In this section, **do not** include much raw data, instead, include analysis and cite the sources.

II. Planning Process

A. Planning Committee

List the members of your local planning committee. Include names and affiliations. Membership of the committee must include, but is not limited to, representatives of:

1. the county board of social services,
2. the board of the area mental health authority,
3. the local public health board,
4. the local school system(s),
5. the business community,
6. the board of county commissioners and
7. community-based organizations that are representative of the population to be served.

In addition, it is highly recommended that you include representatives of:

8. the local community transportation system,
9. faith based organizations, and
10. recipients of Work First and other types of assistance and services
11. child welfare staff

B. Public Comment

Your plan must include documentation of your public comment process. Describe when and how public comments were received, the length of the comment period, and how the public was notified of the opportunity to comment.

COUNTY WORK FIRST PLAN OUTLINE FOR 2010-2011

2010-2011 Biennium Work First County Plans Submission Instructions

I. Format Requirements

Your county plan must be formatted according to the following guidelines:

- 12 point font.
- All white paper.
- All pages one-sided.
- Single spacing for sections containing narrative or bulleted text.
- One inch margins on all sides.
- Submit 1 hard copy.
- Submit 1 electronic copy of the complete plan. The electronic version must be one complete document. Do not separate the title page, the table of contents, etc from the plan and do not submit these documents separately. Create one county plan document for electronic submission. Attachments can be submitted with the hard copy, if electronic versions are not available.
- The naming conventions of the electronic version should be county name 2010-11 plan (ex. Alamance County 2010-11 plan).
- No binders or document covers (for hard copy).
- Staple or clip your documents once, in the upper left corner (for hard copy).
- Page numbers on every page, at the top, including figures, attachments, etc.
- Include a cover sheet that has the county's name, contact person's name, mailing address, telephone number, fax number and email address.
- Table of contents with page numbers.

II. Plan Submission

Submit one copy in electronic form as a Microsoft Word document by email to work.first@ncmail.net.

Submit one hard copy no later than close of business on **October 31, 2008** of your complete county plan to:

Sara Anderson Mims, Program Administrator
Work First/CPS Policy Team
Family Support and Child Welfare Services Section
NC Division of Social Services
325 N. Salisbury St.
2408 Mail Service Center
Raleigh, NC 27699-2408

III. Web sites with information to assist with the county planning process

http://www.ncesc.com	N. C. Employment Security Commission
http://sdc.state.nc.us/	State Data Center
http://ssw.unc.edu/workfirst/	County data for Work First
http://www.ncleg.net/Statutes/Statutes.html	N.C. General Statutes
http://ncdhhs.gov/dss/	State TANF Plan
http://www.census.gov/	U.S. Census Bureau – homepage
http://www.census.gov/main/www/stat_fed.html	U.S. Census Bureau – statistics
http://www.census.gov/cgi-bin/gazetteer	U.S. Census Bureau – U.S. Gazetteer

C. Planning Development

Describe the collaboration that led to the plan's development and the proposed process for continued collaboration and coordination to carry out the plan throughout the year. Include a discussion of the committee appointed by the county board of commissioners to identify the needs of the population to be served. How did this committee contribute to the review and development of the county block grant plan to respond to the identified needs? How was other public comment obtained and processed? How will this committee contribute to the county's implementation of the plan?

III. Outcomes and Goals for the County

A. Statewide Work First Goals

The NC Division of Social Services, in consultation with the county department of social services and county board of commissioners, will establish acceptable levels of performance by counties in meeting the following six Work First goals. You will receive additional information regarding county specific goals under separate cover.

1. Employment. Self-sufficiency will be realized primarily through the employment of Work First clients.
2. Meeting Federal Participation Rates. Active participation in federal countable work activities will lead to full time employment. **All counties will need to provide their work participation rates for the 12 calendar months prior to the month of submission of the new county plan.**
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 the work requirement that counties are assisting with job preparation and job placement.
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.
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. This measure will be based on the number of responsible adults that leave Work First Family Assistance for employment who are still employed at 6 and 12 month intervals following termination.
6. Benefit Diversion. The most successful outcome possible 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. Use of Work First Diversion Assistance for a specified percentage or number of Work First applications will be established as a goal for each county

B. County Developed Outcome Goals

Electing Counties: County boards of commissioners are responsible for establishing county outcome and performance goals (N.C.G.S. §108A.27.3). For Electing Counties, describe how you will document your progress toward these goals.

Standard Counties: County departments of social services, in consultation with NC DHHS and the county board of commissioners are responsible for establishing county outcome and performance goals (N.C.G.S. §108A-27.6). Describe how your county will measure the outcomes for each goal.

IV. Plans to Achieve the Outcomes and Goals

A. Activities

Describe the activities that will be available to participants to enable your program to meet the goals listed above. What agencies or organizations in your community will provide these activities, and where will they take place? Include both public and private resources. How will these activities contribute to meeting the goals? If your county will

operate a work supplementation program, describe the program. **All counties will need to provide discussion of their strategies for increasing their work participation rate while ensuring that family centered services are provided to Work First applicants and recipients.**

B. Supportive Services

Describe the supportive services that will enable individuals to participate in the activities described above. What services will be provided? Who will carry them out? Where will they take place?

V. Administration

A. Authority

Will authority for administration of the Work First Program be delegated to an entity or agency other than the board of county commissioners [Electing Counties] or the county department of social services [Standard Counties]? If so, name and describe that entity or agency. (Notwithstanding any delegation of duty, the county board of commissioners shall remain accountable for its duties under the Work First Program.)

B. Organization

Describe your agency's organization for the purposes listed below. Describe any collaborative arrangements (such as co-location of staff) you have with other agencies, such as ESC, WIA, JobLink Centers, etc.

1. Intake
2. Emergency assistance
3. Employability assessment
4. Employment services
5. Other supportive services
6. Eligibility determination

Are you consolidating functions such as employment services and eligibility?

C. First Stop

Describe the arrangement between your agency and your local ESC regarding First Stop registration. Describe any services for which you are contracting or will contract with ESC to provide.

Your plan must include a copy of your current memorandum of understanding with ESC concerning First Stop registration.

D. Child Care

Describe how your county will prioritize its subsidized child care services.

E. Transportation

Describe in detail how the transportation needs of Work First participants will be met through local coordination and collaboration. What arrangements do you have with your local transportation system? What private transportation resources have you developed? Will your agency continue to support the transportation needs of former Work First recipients who are working and no longer Work First eligible? Give an estimate of the amount of funds from your Work First Block Grant that will be allocated for transportation services.

F. Substance Abuse Services

Describe in detail your collaboration with the area authority for mental health, developmental disabilities, and substance abuse services to provide assessments and treatment.

Include a copy of the local Memorandum of Agreement (MOA) with the LME.

Family Violence Option

Describe your arrangements for providing Family Violence Option waivers (See Work First Manual Section 104D) and your plans for coordinating with domestic violence service agencies in your area to provide services to victims of domestic violence.

H. Maintenance of Effort (MOE)

List the activities, staff, and services that will be funded using Maintenance of Effort (MOE) funds. **It is expected that each county will spend MOE timely throughout the year to avoid last minute MOE expenditures. Counties that fail to meet its MOE may be subject to a corrective action plan (N.C.G.S. § 108A-27.12). Further, the Department may use the county's block grant to secure needed services for families in that county or reduce block grant allocations to counties that fail to meet MOE requirements.**

I. Child Welfare Services

Give an estimate of how much of your Work First Block Grant you will devote to Child Welfare Services.

VI. Emergency Assistance

Describe your Emergency Assistance policies and procedures. For requirements, see Work First Manual Section 003, VIII. **Each county must list the amount of your Work First Block declared for Emergency Assistance.**

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

Describe your policies and procedures for these services, as discussed in Work First Manual Section 003, IX. As a reminder, providing 200% services is no longer optional. **Each county must list the amount of your Work First Block declared for low income families under 200% of the poverty level threshold.**

VIII. Services to Non-Custodial Parents.

Describe your policies and procedures for these services, as discussed in Work First Manual Section 003, X. If you choose not to provide these optional services, include a statement to that effect.

IX. Exemption from the Work Requirement

Describe your county policy regarding exempting single custodial parents of children under age one from the work requirement. See Work First Manual Section 003, XI. If you do not specify a policy in your plan, there will be no exemption in your county.

Optional Plan Elements

The following are optional sections that counties may want to include:

X. Innovative County Strategies

Describe activities or initiatives in your county that are innovative in meeting the goals of the Work First Program. These activities or initiatives may have already been described elsewhere in the plan; however, this is a place to showcase your innovations. **This may include a discussion on your demonstration grant project. If so, be specific in identifying this as a demonstration grant project.**

For example: Does your county have an innovative way to address domestic violence or literacy issues? What approach do you find successful in working with long-term recipient families? What is your strategy for serving adults with disabilities?

XI. Special Issues

Describe any special issues or conditions in your county that could affect operation of the Work First Program.

required For Electing Counties

In addition to the items outlined above, Electing County plans must include the following:

XII. Eligibility Criteria

See Work First Manual Section 003, VII. for the limitations that federal and state law place on eligibility criteria.

Describe in detail the eligibility criteria that will be used in your county. Include all terms and conditions for receiving Work First Program assistance and services, including, at a minimum:

- age limits for children;
- definition of relationships;
- who can apply/be included in the payment;
- payment levels;
- benefit calculation;
- countable income;
- sanctions;
- resource requirements (limit and countable items);
- time limits and extensions;
- rewards, exemptions, and exceptions to requirements;
- Benefit Diversion requirements;
- **Citizenship/Identity requirements.**

If you plan to follow the state's standard policy for any of these items, include a statement to that effect. (If you become an Electing County, you may accept or reject any standard policy changes that are made during the period covered by the plan unless such changes are required to comply with federal or state law or regulation.)

If there is any change to eligibility that would exclude individuals currently eligible, please explain.

If your county proposes to change eligibility requirements or benefit levels, describe the reasons for these changes.

Attach a copy of a sample MRA to be used in your county.

XIII. Community Service Programs

Electing counties may choose to require parents or caretakers receiving assistance to participate in community service employment if, after receiving assistance for two months, they are not participating in federally countable activities for enough hours to count toward the participation rate. (The State has opted out of this provision for the Standard Work First Program.)

If you plan to require community service employment, provide a list of the community service programs that will be offered to Work First participants.

XIV. Appeals Process

Describe your appeals process. This must substantially comply with N.C.G.S. §108A-79. Second level appeal hearings must be held in the county rather than by the Department of Health and Human Services. The Board of County Commissioners is ultimately responsible for this process but may delegate it to another entity as provided for in this section of your plan.

XV. Review Prior To Expiration of Time Limits

State Law [N.C.G.S. §108A-27.4(e)(7)] requires Electing county plans to include the process by which the county will review all Work First caseloads no later than three months prior to expiration of time limitations for receiving cash assistance to:

- A. Ensure that time limitations on assistance have been computed correctly;
- B. Ensure that the family is informed in writing about public assistance benefits, including child care, Medicaid, and Food and Nutrition Services, for which the family is eligible even while cash assistance is no longer available;

- C. Provide for an extension of cash assistance benefits if the family qualifies for a extension; and
- D. Review family status and assist the family in identifying resources and support the family's needs to maintain employment and family stability.

The Standard procedures for meeting this requirement are described in the Work First Manual, Section 105, III. and Section 105A, IV. Electing plans must include a description of the proposed Electing County procedures or a statement that the county will follow the standard procedures.

XVI. Funding Requirements

Estimate the amount of your county block grant that you will spend for Benefit Diversion, Work First Family Assistance, Work First Services, and your Maintenance of Effort contribution.

Will your county reduce its maintenance of effort to below 100% of 1996-97 budgeted amounts? If so, what is your maintenance of effort (cannot be lower than 90%), and how do you intend to use the savings from the maintenance of effort reduction?

REQUIRED FOR ALL COUNTIES

XVII. Certification

Your County Block Grant Plan must include certification, signed by the Chairman, that it was approved by the County Board of Commissioners.

Work First Block Grant

Planning Timeline

Activity/Task	Date
Counties notified of planning requirements.	May 2008
Counties notify State of desired electing or standard planning status.	September 26, 2008
Acknowledgement of planning status mailed to counties.	Upon receipt
Counties develop plans and receive public comments.	July-Oct. 2008
County comments sought for new State Plan changes.	Fall 2008/Spring 2009
County plans for the 2010-2011 Biennium due to State DSS.	October 31, 2008
County plans reviewed by State staff.	Nov-Dec. 2008
Recommendation of electing counties submitted to General Assembly.	January 2009
Draft State Plan scheduled to go out for public comment.	February 2009
Draft State Plan revised to incorporate public comments, county comments, and private sector organizations.	March 2009
State Plan submitted to General Assembly for approval.	April 2009

UNION COUNTY WORK FIRST PLAN



Fiscal Year 2009 - 2011

Date Submitted:
Contact Person: Steve Ramsey
Union County Department of Social Services
P. O. Box 489
Monroe, North Carolina 28111-0489
Phone: (704) 296-4320
Fax: (704) 296-6152
E-Mail: ramsey@co.union.nc.us

TABLE OF CONTENTS

	<u>Page No.</u>
I. CONDITIONS WITHIN THE COUNTY	1
II. PLANNING PROCESS	3
III. OUTCOMES AND GOALS FOR THE COUNTY	7
IV. PLANS TO ACHIEVE OUTCOME GOALS	13
V. ADMINISTRATION	15
VI. EMERGENCY ASSISTANCE	19
VII. SERVICES FOR FAMILIES WITH INCOME AT OR BELOW 200% OF POVERTY	21
VIII. SERVICES FOR NON-CUSTODIAL PARENTS OF WORK FIRST RECIPIENT CHILDREN	22
IX. EXEMPTION FROM WORK REQUIREMENT	23
X. INNOVATIVE COUNTY STRATEGIES	23
XI. SPECIAL ISSUES	24
XII. ELIGIBILITY CRITERIA	25
XIII. FUNDING REQUIREMENTS	25
XIV. CERTIFICATION	25
XV. ESC MEMORANDUM	26

The Union County Department of Social Services has committed itself to the family centered approach in the planning, delivery and evaluation of services for our families. All staff has been trained on the principles of how to help strengthen family function and address challenges facing many low income families today. Union County will respect all persons and treat them with dignity, worth and courtesy. We will work with families towards a common vision with each doing their part to achieve self-sufficiency. Families are the key to their success and through their strengths we can build a foundation of success together.

It is the policy of Union County Department of Social Services to provide counsel and supportive services to disabled Americans in their effort to achieve self-sufficiency. We are excited to be able to have individuals evaluated through the Functional Capacity Evaluation. Through this assessment, individuals will be referred, if appropriate, to Vocational Rehabilitation for screening and evaluation and/or Social Security. Individuals will be given an opportunity for education, work experience, employment and supportive services that will help them achieve economic well being. A Work First Social Worker, who specializes in assisting clients with disabilities, will be assigned to this population.

Union County Department of Social Services has an established interpreters unit to handle all requests for interpreter services. The unit has one supervisor and four full time workers. They provide services, free of charge, to facilitate written and spoken communication between agency staff and Department of Social Services clients who communicate in a language other than English. These services are in compliance with Title VI of the Civil Rights Act of 1964. To comply with ADA policies Union County has a contract with a provider that provides sign language interpretation. Union also employs a language line for languages that the staff are not fluent in. There are also bi-lingual staff located through out the building and on the front desk. Each time a client requests interpreter services it is recorded on a Language Services Agreement and filed in the case record. There is a language card at the front desk that lists 20 different languages so that anyone can point to the language they need services for and it will be provided. This follows the principle that everyone needs to be heard regardless of the language they speak. There are also two trained compliance officers available if anyone feels they have been discriminated against and wish to file a complaint.

I. CONDITIONS WITHIN THE COUNTY

For our low-income families, local employment continues to focus on manufacturing, construction, accommodations and the food service industry. Manufacturing and construction, however, have been experiencing a continuous downward trend due to the economy. According to Union County's 2nd Quarter Report, we had -0- announced job creations and 7 lost jobs, closings & layoffs.

As of July 2008, 289 families were receiving Work First Family Assistance. Of these families, 92 were required to participate in activities leading to employment. The remaining 197 cases are child only. There are many barriers faced by our families, mandatory, as well as, child only. These include: reliable transportation, access to quality health care, availability of mental and substance abuse treatment, criminal records, lack of education and support. These are all obstacles to successfully entering the work force.

Low-income families are even more adversely affected by the high rate of absent parents failure to take financial responsibility for their children. Union County has developed a court ordered process designed to enforce active participation with the Work First program with the ultimate goal of increasing child support for their children.

According to the Charlotte Business Journal, Union County is a rapidly growing suburb of Charlotte, with a population estimated at 175,272 for 2006, a 41.7% increase since the 2000 census. Union County's rapid rise in population is attributable to the county's proximity to jobs in Charlotte and the availability of the Charlotte Area Transit System (CATS) which has limited stops along Hwy 74.

Economic conditions have also contributed to an upward trend of two-parent families, who have recently lost their jobs, coming into the agency requesting assistance. Although these families do not traditionally face the same barriers as described above, it is very challenging to meet their immediate needs and prevent loss of home and transportation. Another challenge for two-parents families involves health care. These families generally qualify for Unemployment Benefits, which can prevent the adults from qualifying for ongoing Medicaid due to the inability to meet medical deductibles. According to The Enquirer Journal, one in five people in Union County do not have health care. A shift in the service sector compounds this problem for the under-employed, workers who are unable to get full time hours which includes health benefits or the ability to afford available health insurance.

The unemployment rate for Union County rose from 4.6% in April to 5.6% in June and 6.1% in July. Part of this increase may be due to students returning home from college for the summer according to Monroe's economic development department. New home sales have plummeted which affects a large segment of workers which includes builders, developers, construction workers and suppliers. Randall Darnell, with the Union County Job Link Career Center said "the high price of gasoline, although it may have now peaked, is having an impact on Union County, and I attribute a great deal of our unemployment to this cost of transportation fuel" per an article in the Enquirer Journal. The high cost of fuel has a direct negative impact on the lower income population for many reasons: the cost of staples such as milk, bread and eggs has risen so sharply that a family on public assistance will find it difficult to stretch food dollars each month. The cost of gas takes away from low income families the ability to provide other

basic needs such as school and cleaning supplies, clothes, diapers or co-pays for medicine. There has been a substantial increase of referrals to Loaves and Fishes, a local food pantry. This has limited us to refer only non-food stamp households to prevent the pantry from running out of food.

Union County is seeing new companies moving in and plant expansions according to the local Chamber of Commerce. Goodrich is one plant expanding its customer services headquarters with a 5.5 million facility investment to be completed in the third quarter of 2008. At the end of 2007, the Monroe Economic Development sited investments of 303.6 million in new buildings and equipment adding 622 high paying jobs. Darnel Inc., a Columbian based subsidiary added 100 jobs in 2006 when it opened a foam container manufacturing plant in Monroe. One of the newest companies is Turbo Meca, a French plant that manufactures helicopter parts. Their starting salary is around \$19.00 an hour. However, most participants on Work First will probably never qualify for these jobs due to a lack of education and job skills. Overall, Union County is healthy in terms of economic growth with new industry and retail. The chamber reports that the median income in Union County is \$56,587; however accommodations and food services employees 3,301 people. Their average yearly wages is \$11,117.40 and this is where many low income families are employed. Unfortunately; the reality of life for low income families remains fairly constant. Though there are new housing developments all over the county, a low income family will still wait 2 years for section eight and sometimes months to get into other subsidized housing. There are new jobs being developed every day but most public assistance families have limited education and job skills to qualify for these positions. Families need their own source of reliable transportation to become more independent and car ownership is encouraged. The high cost of fuel makes this goal difficult for some to pursue due to low wages. Union county is addressing this issue by providing car down payments through funding provided by the demonstration grant from the state.

In this plan we have developed strategies to partner with families to identify issues that are preventing their families from reaching self-sufficiency and economic well being. Families will be heard, empowered, given resources and incentives as we partner together in achieving economic well being within our community.

II. PLANNING PROCESS

A. Planning Committee

In July of 2008, the Union County Commissioners appointed the following individuals to assist in developing the Work First plan for Union County.

Arthur Lightbody
Pam Ackerman
Patricia Anneus
Gloria Barrino
Schlynn Brantley
Paula Brown
Dottie Nash
Dr Ella Hood
Lori Cahoon
Jim Carpenter
Pam Caskey
Connie Cline
Frank Deese
Monica Coble
Phyllis Slaymon
Randall Darnell
Pam Demarest
Brad Durbin
Monica Evans
Rev. Osco Gardin
Debby Fincher
Kathy Bragg
Emily Foster
Linda Gaye
Isabelle Gillespie
Suzanne Gregory
Margaret Griffin
Joyce Hammond
Gloria Haney
Nancy Hayden
Gene Herrell
Rosana Campos
David Hollars
Paula Holmes
Dianne Honeycutt
Linda Kappauf
Phillip Tarte
Barbara Liner
Sheva Anderson
Faye Love
Angie Mallard
Eunice McGee
Joy McGuire
Debbie Patterson
Neldina Maynard

JAARS
Work First Case Manager
Work First Social Worker
Crisis Assistance Ministries
Work First Case Manager
Work First Case Manager
City Council Woman
Monroe Family Christian Care
Legal Aide of Southern Piedmont
Union County Chamber of Commerce
United Family Services
Consumer Credit Counseling
Mayor of Marshville
Work First Social Worker
Christian Women's Job Corp.
Employment Security Commission/JOB Link
Union County Health Department
Union County Homeless Shelter
Social worker Intake & Assessment
Elizabeth Baptist Missionary Church
Work First Supervisor (Cash)
American Red Cross
Union County Public Schools Social Worker
Family Support Program Administrator
Monroe/Union Co. Community Development
Work First Case Manager
Monroe Housing Authority
Community Representative
Social Services Volunteer Coordinator
Work First Case Manager
Piedmont Behavioral Health Board
Interpreter Services Unit Supervisor
Centralina Council of Governments
Union County Community Action
South Piedmont Community College
South Piedmont Community College
Union County Health Department
Social Services Board
Vocational Rehabilitation
Special Services Unit II Supervisor
Social Services/LINKS Program
UCCA Headstart
With Love From Jesus
WF Processing Assistant
Employment Security Commission/JOB Link

Lisa Guiteriz	Work First Case Manager
Martha Sue Hall	Judicial System
Shawn Morrison	Work First Social Worker
Mary O'Neal-Mauney	Intake & Assessment Supervisor
Debra Perry	Regina's College Of Beauty
Chris Ollis	Services Program Administrator
Crystal Hunter	Work First Child Care Worker
Sheila Murphy	Daymark Mental Health Services
Janet Sweet	Turbo Meca Manufacturing
Lanny Openshaw	Union County Commissioner
Desiree Ramirez	Work First Social Worker
Tiffany Williams	Monarch Services
Steve Ramsey	Work First Supervisor (Employment)
Mary Ann Rasberry	Smart Start/Union Co. Partnership for Children
Emily Foster	Union County Public Schools
Naomi Hearndon	Turning Point Women's Shelter
Phyllis Slaymon	Christian Women's Job Corps
Phyllis Smith	Life and Health Resource Program Admin
Karen Steeb	Community at Large
Deb Stein	Operation Reach Out
Annette Sullivan	Union County Transportation
George Marshall	Supervisor Child Protective Services
Marilyn Vaughn	Work First Social Worker
Beth Yow	Special Services Unit I
Jane Zepkowski	Child Support Enforcement Office
Grace Mazariegos	Work First Participant
Melissa Martin	Work First Participant
Shantel McLaughlin	Work First Participant
Nadine Lewandowski	Carolina's Therapy Solutions

B. Public Comment

The Work First Planning Committee received a draft of the completed Work First Plan for FY 2009-2011 to review and was given the opportunity to make comments or changes. The Enquirer-Journal and local government channel were notified on September 8, 2008 to inform the public that the plan would be available for review and comment at the following locations for a period of two weeks:

- Union County Department of Social Services
- Union County Government Center (Manager's Office)
- Union County Public Library – (Main Office)

All recommendations have been incorporated in this plan.

C. Planning Development

As in past years, Work First invited community leaders and organizations approved by the commissioners, to partner with us in addressing the needs of not just Work First but all families in poverty. The planning committee met on August 07th to review and update the plan. We discussed the pressing issues that Union County needs to address which includes meeting the federal participation rate and addressing participants coded as incapacitated. The committee was updated on educational efforts including the career readiness certification program we have and the issue of lack of education and job skills for families. The group was informed of the possibility of grant money incentives and car down payments pending state approval. Each member then met in a sub-committee to review and make recommendations for each individual goal listed below.

Employment
Meeting Federal Participation Rates
Providing Employment Services
Staying off Welfare
Job Retention
Benefit Diversion

The sub-committees were headed by a representative from social services who compiled the recommendations, which were then incorporated into the plan. A draft of the plan was sent to all members for review before going to the Board of Social Services.

During the planning process, Union Smart Start suggested that Work First may be able to request a position for an in home support person for our participants. There are two ideas behind this suggestion. One is to provide intensive in home support for participants who are on the program. This would involve daily involvement with the families in their own environment where their strengths and needs would be assessed. The second is to help raise the participation rate by being able to count the activities as job search since they would fall under job readiness. The job readiness activities include skills such as:

- Balancing work and life
- Crisis management
- Household management
- Developing positive work and/or personal habits
- Problem solving
- Time management

Work First and Union Smart Start have been working together on a proposal to get this position authorized. It will be temporary the first year and if it is

successful then may be continued depending on funding. This will be a great opportunity to actually have someone spend quality time with our families and help them as they strive to become self-sufficient.

The sixth family centered practice is "Partners share power" and many of these committee members contribute as partners every day. South Piedmont Community College provides training and education, Employment Security Commission provides First Stop and Job Search, Christian Women's Job Corp. provides mentoring, Child Support in conjunction with the judicial system provides absent parent referrals, United Family Services provides counseling, budgeting and foreclosure assistance, Union County Transportation provides a way to work and classes, and Union County Partnership provides for children needs. Operation Reach Out, Crisis Assistance Ministry and Crisis Pregnancy Ministry provide financial and emotional support. Union County Partners do share power by referring and collaborating with each other for the benefit of those less fortunate. The Work First Task Force brings these agencies together to keep collaboration and communication going throughout the year.

III. OUTCOMES AND GOALS FOR THE COUNTY

(Note: sections III and IV are covered simultaneously below)

Our staff conducts a through assessment to identify strengths and unmet needs of the Work First family. A plan is developed using the family strengths as a foundation in addressing the needs which have prevented the family from achieving specific outcome goals. In addition, Union County Social Services incorporates the agency's core values in partnering with the family in achieving their goals. These values are as follows: Empowerment, Customers, Respect, Responsiveness, People, Diversity, Teamwork Humor, Flexibility, Total Commitment and Quality. These values help to reinforce the family center practice that we use everyday.

Statewide goals will be measured and monitored by the state on a monthly basis.

A. Statewide Work First Goals

1. Employment

Self-sufficiency will be realized primarily through the employment of Work First clients. This can be accomplished by:

- assessing participants to determine their strengths, abilities and interests; to build on what they already know and do well.

- assess participant's academic skills to determine areas of needed enrichment.
- respect families by co-developing a Mutual Responsibility Agreement which outlines the steps needed to become self-sufficient;
- having the Employment Social Worker partner with the client in obtaining job referrals by directing them to the Employment Security Commission worker, schooling (GED and Adult High School classes), as well as other classes that are offered by South Piedmont Community College. The Career Choices, Career Builders, and Employment Guide will also be made available in all buildings;
- tapping into clients strengths by placing them on job sites at non-profit agencies, businesses and industry where they receive job skill training and development;
- contracted Employment Security Commission worker will continue regular contact with prospective employers for the purpose of job development;
- the Employment Security Commission worker will outline the mutual benefits of hiring participants for prospective employers for both the employee and business/industry;
- advertising job opportunities by posting job listings, providing access to JIS terminals and bulletin board displays;
- requiring clients to register with the Employment Security Commission as a condition to continue with services;
- continuing First Stop by coordinating registration requirements with the Employment Security Commission;
- promoting employability of Work First participants through enrollment in the South Piedmont Community College/Department of Social Services Employability Program Lab on site at Social Services, offering HRD (Human Resource Development), GED, Plato, Introduction to Computers, ESL (English as a Second Language) and career readiness classes;
- teaching clients interview confidence, skills, interviewing techniques, and resume writing by providing one-on-one intensive job readiness services;
- being employment-focused by continuing to stress the urgency of the situation in relation to Welfare Reform and time limited benefits via the Mutual Responsibility Agreement, Work First, Employment Security Commission, and the job search contact diary;
- continuing to educate Union County citizens as to the purpose and mission of the Work First Program by interacting with the community, businesses, Work First Task Force, and faith communities via marketing tools, brochures, job fairs, community networking, inter-agency/intra-agency networking and the Job Link Center;

- utilizing private temporary employment staffing agencies by posting a list of them in various common areas;
- Encouraging culture sensitivity to remove language barriers and ease the vocational transition process.
- Continuing to be involved with planning, promoting and execution of the annual Union County Job Fair.

2. Meeting Federal Participation Rates

Active participation in federal countable work activities will lead to full-time employment. This can be accomplished by:

- utilizing new skills training courses provided by South Piedmont Community College, including Administrative Office Assistant, Financial Records, Medical Insurance Coding, Processing Medical Documents, and 10-Key/ Medical Keyboarding;
- actively seeking new work sites for participants
- focusing on family strengths
- providing a variety of resources for unmet needs
- researching the possibility of subsidizing employment, with the possible limitation of working only with government agencies;
- hearing families by using the Multiple Response System strategy to staff difficult cases; and,
- Partnering with the faith community in “sponsoring” families, this is currently being done by the Christian Women’s Job Corps.
- Implementing option B for First Stop in having potential applicants register for First Stop before an application is taken.
- Implementing the following orientation procedure: At application the applicant is scheduled to come to orientation the following Monday. At orientation the applicant is scheduled to meet with a social worker for assessment the same week and offered child care services. This orientation procedure will be evaluated on an ongoing basis and changed as needed.
- Seeking Smart Start Funding for in home training staff to work with single parents with a child under age six and not yet in kindergarten.
- Collaborating with Vocational Rehabilitation to find employment for participants with disabilities.

Union County Participation rates for the past twelve months were:

- October 07 30.34%
- November 07 34.07%
- December 07 30.12%
- January 08 25.68%
- February 08 38.30%
- March 08 26.38%
- April 08 32.87%
- May 08 38.24%
- June 08 24.64%
- July 08 31.94%
- August 08 32.35%
- September 08

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 subject to the work requirement who are being actively assisted with job preparation and job placement. This can be accomplished by:

- working with 100% of all mandatory cases;
- Having group orientation every Monday and assessing participants the same week.
- opening all cases for assessment within two weeks of initial contact with the social worker;
- linking families with medical/substance abuse problems with vocational rehabilitation or mental health services;
- assisting disabled clients in the process of applying for Social Security benefits;
- developing and utilizing work sites for clients who cannot find employment;
- in-house collaboration using the Multiple Response System;
- implementing a conciliation process for clients who are uncooperative with the program;
- Respecting families by providing all necessary supportive services to help clients become successful;

- using Employment Security Commission for job referrals and Vocational Rehab/South Piedmont Community College for job assessments and career readiness testing
- Utilizing the Career Readiness Plus software in the Plato Lab.

4. Staying Off Welfare

Efforts to reduce welfare rolls, help families find jobs, and increase self-sufficiency are undermined when families return to welfare. Families leaving Work First as a result of employment are tracked to determine if they return to cash assistance. A return to welfare can be avoided by:

- continuing to educate clients to the availability of the Earned Income Tax Credit;
- having at-risk clients opened up with their social worker for further monitoring;
- using 200% funds to alleviate emergencies within guidelines;
- using Department of Transportation (DOT) funds for car repairs, etc;
- providing a resource guide with vital information about community resources;
- offering budget support services to clients as they transition from welfare to work; specifically in the last three months they are on the program.

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. This measure will be based on the number of responsible adults that leave Work First Family Assistance for employment who are still employed at 6 and 12 month intervals following termination. This can be accomplished by:

- promoting lifelong learning and increased skills to eliminate the dependency on public assistance;
- working with South Piedmont Community College to develop a mandatory Job Retention Training Course (JRG) which will be provided during HRD classes;
- developing a Job Retention Guidelines check list to provide to all participants;
- requiring the participants to complete the Job Retention Training Course check list on a scheduled basis and submit it to their social

worker (on a monthly basis for three months, then quarterly for the next nine months);

- developing employer and faith community partnerships to encourage feedback and educate Department of Social Services by providing recommendations on how Department of Social Services can better meet/serve employer requirements;
- review current transportation services to try and develop more flexibility in provisions that would better serve participant transportation requirements to maintain job stability and retention;
- Respect clients with mental, physical, emotional and/or substance abuse issues by supporting them with referrals to behavioral health and vocational rehabilitation agencies;
- Continue having the Work First Task Force meetings to educate and update community members;
- encouraging English to be spoken, read, and understood with some degree of retention to prevent lost of employment opportunities; and,
- Social Workers will open cases for follow-up services when they feel there is a need for continued support after a family leaves Work First.

6. Benefit Diversion

The most successful alternative to traditional welfare cash assistance programs is an optional package of services designed to meet families' individual needs and circumstances; the Benefit Diversion Program. This goal can be accomplished by:

- Providing on-going training for caseworkers on Benefit Diversions and/or 200% funds; and,
- Assess and offer to all appropriate applicants, Benefit Diversions and/or 200% alternatives.

B. County Developed Outcome Goals

1. Career Readiness Certification

Union County recognizes the need for participants to be able to demonstrate their skill level to employers. Career Readiness Certification gives a person a certificate that will let employers know that they possess a certain set of skills. There are three levels which are silver, bronze and gold. This certification can be transferred to other states and is gaining momentum through out the country. Many companies are now requiring this certification as a pre-requisite for employment such as Turbo-Mecca a company mentioned previously in this plan. We have placed Career Readiness Certification software in our Plato Lab and participants are able

to practice their skills and then Department of Social Services pays for them to take the actual test at South Piedmont Community College. This certification may help them to become employed even if they do not have a High School Diploma or GED. We want at least 25% of all participants to get their Career Readiness Certification and this will be tracked by the Department of Social Services lab instructor.

2. Child-Only Cases

Union County recognizes that child only cases have become the major population of the Work First program. The majority of this population is seen only one time per year at review which makes it difficult in recognizing any needs. It has been estimated that 30% of these child only cases are or may become involved with Child Welfare Services. Our goal is to collaborate on 100% of shared cases by utilizing reports that match open Child Welfare cases to those in Work First. Child Welfare Staff will refer all high-risk child only cases to the Work First Social Worker.

Children living with a caregiver may not have the stability of a family support system. Without a strong advocate in their lives these children may have difficulties in school and everyday life. Often, these children miss the opportunities to participate in activities due to financial issues. Supportive services in the amount of \$600.00 per year will be available, and include services such as tutoring, clothing, summer enrichment programs and fees for athletic and social activities. These services will enrich the lives of these young people hopefully eliminating some problems later in life.

Work First will work with the caregiver to determine if there could be a reunification with the parent or will assist the caregiver with legal guardianship or custody if so desired. Supportive services will also be available to the caregiver by making referrals to the community or assisting with emergency situations. The Work First program is interested in supporting this population in order to meet the needs of these children whose parents are absent. It is anticipated that, by providing these services, children will gain confidence and develop strengths which will carry into adulthood.

IV. PLANS TO ACHIEVE OUTCOMES AND GOALS

Activities and supportive services

A. Activities

Union County has always had a strong community support system in place. All of the agencies listed in the outcomes and goals section will play

a part in helping us meet our goals. Employment Security Commission provides job leads and classes, South Piedmont Community College provides education and Career Readiness Certification testing, child support and the court system will refer absent parents for us to engage, Christian Women's Corp. provides mentoring, various mental health facilities provide treatment and the annual job fair provides employment opportunities. These various community agencies and resources all play an important part in partnering with families to help them overcome the barriers they face. Union County plans to use demonstration grant money to provide incentives to participants who meet their monthly hours. We will issue a \$100.00 check for anyone who is in the numerator and expect this will be incentive enough to increase participation. We are sending flyers out to inform participants of this opportunity with the phrase "can you afford to lose \$100.00". Union will utilize the Functional capacity evaluations to determine whether these participants can enter into components or use the tests to further pursue disability approvals. The third strategy is to work smarter with applicants by having childcare available, assessments completed and a Mutual Responsibility Agreement in place by the second week of application. Families will always be involved in exploring their strengths and developing a plan with their worker as they move towards independence.

B. Supportive Services

The supportive services listed for the above activities are included in section III of the plan and include but not limited to:

- Child Enrichment Activities
- Transportation services
- Child care assistance
- Mental health and substance abuse counseling
- Domestic Violence funding
- Department of Transportation Funding
- Participation and work related expenses
- Incentives for participation
- Car down payments
- Gasoline reimbursement
- Education and training

Union County Dept. of Social Services will incorporate these supportive services, provided by a myriad of agencies and organizations, into our package of assistance referral sources.

V. ADMINISTRATION

A. Authority

Authority for the administration of the Work First Plan in Union County will be handled by the Union County Department of Social Services.

B. Organization

Union County's organizational structure for employment services has been designed to deliver services to clients in the most efficient way possible. Union County will implement Option "B" for First Stop Registration beginning with this plan. Clients who register for First Stop will be routed to the eligibility worker in the Work First Intake Unit for an assessment and application.

Application assessments will focus on the purpose and most urgent need of the applicants visit by:

- Interviewing with professionalism and respect
- Listening to the applicant attentively and objectively
- Identifying the applicant's strengths
- Holding back judgments
- Empowering the applicant to become more in control of their destiny
- Sharing the responsibility for developing a plan of action with the applicant

Work First applicants are referred for group orientation, where Work First is explained. Clients are TABE (Test for Adult Basic Education) tested by South Piedmont Community College at orientation and then recommendations for educational or skills training are given. The South Piedmont Community College contract worker helps participants build skills in our on site Plato Lab and then coordinates all participants who decide to attend the community college. This person gives weekly updates on all participants and tracks attendance and progress for the Social Workers. Clients are then assigned to a Work First Social Worker in the Employment Services Unit. These two units are co-located and function as one large unit.

Clients that are open for employment services go directly to their Social Worker for Emergency Assistance, Crisis Intervention Program, General Assistance, Food Referrals, and any other supportive services that they might require.

Employment Security Commission provides a contracted staff member at Department of Social Services who registers clients for First Stop, assesses employment qualifications, and gives job referrals. Work First sends a Social Worker to the local Job Link Center once a week to give information and take applications.

Vocational Rehabilitation comes to Department of Social Services once a week to meet with clients who are referred by Work First staff. Daymark Recovery Center and the Union County Health Department are located in the same complex. As a result, clients have easy access to these facilities. There will be a new Qualified Professional Substance Abuse Counselor for a five county region with the details to be worked out. There are also several other mental health providers in the area that accept Medicaid and are used by our families.

C. First Stop

The Union County Department of Social Services contracts with the Employment Security/Job Link Center for an on-site worker. This worker provides the following services:

- First Stop
- Job Development and Placement
- Job Search

The contract describes in detail the expectations and outcomes for each of the above services.

D. Child Care

The following is the priority order in which child care funds will be dispersed if funds become limited:

- To support Protective Services
- To support employment
- To support education and job training activities
- To support Child Welfare Services
- To support developmental needs

E. Transportation

Work First continues to develop ways to utilize community resources for transportation needs. Work First participants are served by a Community Social Service Assistant who provides transportation to and from school, employment, classes, appointments, work experience, and interviews.

Work First Social Workers also transport participants, not only for Work First activities but also to support Child Welfare services. Social Workers will continue to coordinate participant transportation needs through our county transportation system (Union County Transportation), family members, and car repair providers.

We will continue to assist families with car down payments this year through the states Demonstration grant funding and will partner with local car dealerships when the funding arrives. Union County will continue to reimburse participants up to \$150 a month for travel expenses. Gas prices recently soared to \$4.00 a gallon and that is part of the reason we have adjusted the amount of travel reimbursement. Former Work First participants can be assisted through Department of Transportation funding for car repairs, insurance and gasoline or in some cases opened for 200% follow up to assist with these needs. We continue to partner with Crisis Assistance Ministries to solicit vehicles for the Cars for Workers program which can go to Work First participants.

Work First continues to utilize Union County Transportation (UCT), our county transportation system, to provide transportation when it can be arranged. Due to the fact that we are currently working with 100% of cases, we have had a significant increase in clients using Union County Transportation. The general population may now ride Union County Transportation at a cost of \$2.00 for a one way trip, which means that someone who is working may be able to utilize this transportation system at a reasonable cost. For example, a post Work First client could ride Union County Transportation to work for one month at a cost of about \$80.00. This is much more reasonable than car expenses or taxi fare.

It is estimated that Union County will allocate approximately \$61,000 for transportation services from our Work First block grant.

F. Substance Abuse Services

Union County recently was provided a QPSA (Qualified Professional Substance Abuse Counselor) through Day Mark to refer Work First participants to in our county. The Qualified Professional Substance Abuse Counselor will meet with the client, complete an assessment, and then make a recommendation to Work First in terms of treatment needed. Recommended treatment plans will then become a part of an individuals' mutual responsibility plan.

Day Mark Recovery services has had a difficult time in keeping this position filled and as of September 30th will no longer provide this service. Piedmont Behavioral has notified us that Sims Consulting and Clinical Services, Inc. will be taking on this task beginning September 1st. Regional

supervisors will meet in Cabarrus County in September to talk with the new provider and make plans for the October transition. In the interim the following services will still be provided:

- Moderate-term Outpatient;
- Intensive Outpatient;
- Low-intensity Residential (Halfway House); or,
- High-intensity Residential (inpatient).

Successful mental health/substance abuse treatment is an absolute necessity if families are to be successful in the Work First Program.

G. Family Violence Option

Union County Department of Social Services has partnered with Turning Point to provide assessments to clients who are dealing with the issues of family violence. Clients will be screened and notified of the Family Violence Option at intake. All workers must refer clients who self-disclose for screening or further assessment. The procedure is:

- 1) Family violence victims are referred to Turning Point;
- 2) The Social Worker at Turning Point will administer the screening for family violence; and,
- 3) The Social Worker at Turning Point will report to the Department of Social Services worker the assessed ability of the Work First participant to participate in any activities, and anticipated needs of the client such as counseling, transportation, childcare, etc.

Referrals will be sent to Turning Point daily. In the event of an emergency, Turning Point has agreed to come to Department of Social Services to meet with the client. Contingent upon renewed Domestic Violence funding, Department of Social Services and Turning Point will continue to partner in the effort to provide to provide services for domestic violence which include:

- Housing Assistance
- Transportation
- Education
- Miscellaneous Expenses

Turning Point will determine the services to be provided, and Department of Social Services will offer case management and determine eligibility.

H. Maintenance of Effort (MOE)

Union County plans to fund a combination of activities with Maintenance of Effort funds that would include:

- Child care for Work First families
- Transportation services for employment-related activities
- Participant expenses that support employment
- Contracted services that support employment
- Services to children
- Case work and social work services for Work First families

I. Child Welfare Services

Union County estimates that at least 85% or \$1.5 million of the Federal TANF Block Grant will be earmarked for child welfare services.

VI. EMERGENCY ASSISTANCE

The Department of Social Services is committed to improving the Work First Emergency Assistance Program services delivery system to ensure funds administration for emergencies and requiring verification whenever feasible. In this plan, there will be a thorough assessment of the client's family and other resources before government money will be approved on the client's behalf. No assistance will be made directly to the client, and only to approved vendors. No assistance will be approved if it will not alleviate the emergency.

In Union County, the Emergency Assistance Fund is divided into two separate eligibility pools. For each of these programs, assistance may only be provided for a family with a Cash Assistance eligible families. All family members must be U.S. citizens or legally residing in the U.S. (see change #14-01 in the Work First Manual). Assistance may not be provided for any medical care, regardless of whether the participant is covered by Medicaid. Family gross income must be at or below 200% of Federal poverty guidelines. Maximum assistance is \$600 per year. (The "year eligibility count begins after the last approval up to a maximum of 90 days after the first approval.) Emergency Assistance is defined as an alleviation of barriers to self-sufficiency.

A. Regular Emergency Assistance

1. Must be a non-client created verifiable emergency. Choosing to pay a non-essential bill is a client-created emergency (failing to pay rent or

power because client chose to have a Christmas they could not afford, paid cable bill, etc.). This can be reviewed by a supervisor on a case by case basis.

- If client is in WFFA penalty, worker will staff with Work First Supervisor for recommendations regarding severity of penalty and recommendation for ignoring penalty in approval of Emergency Assistance payment. Client may be eligible for Emergency Assistance even after exhausting their two or five year eligibility clock.
 - No eviction assistance without the client providing paperwork from the landlord or mortgage company and their phone number, which will be used to confirm the written statements from them.
 - If eviction is by a relative, the relative and client need to meet together with the social worker to establish assistance. Eviction assistance would not be for improvement of standard of living or because of failure to obey reasonable house rules. This must be a real emergency.
 - **Note:** If a client who is living with a family member or friend comes in requesting move-in assistance for subsidized housing and does not have sufficient funds, this will be an exception to the destitution rule. The agency will then be allowed to assist with EA funds, even though the client does not have eviction papers from their friend or family. The client should provide some funds, as available; however, the issue is primarily one of self-sufficiency. **These funds are for individuals who have never resided in subsidized housing.**
 - If the client has personal or family resources available to meet the emergency, those resources must be used before eligibility for emergency assistance.
2. Client must be income eligible using verified gross income of the most recent 30 days, using 200% of the federal poverty guidelines.
 3. Client must be able to show the worker that he/she can maintain normal household expenses within 30 days (45-90 days if medical disability) if assistance is provided.
 4. Funds can not be used for temporary housing (such as motel).
 5. Worker will make every effort to encourage and require matching funds from the client when available.
 6. This program may not be used for heating-only emergencies.
 7. Assistance may be provided for rent or utility deposits, utility payments if utilities are subject to disconnection, rent payments to avoid eviction, food, or special clothing needs. Assistance is limited to \$600 per year. If a family has written a insufficient check for any of these, Department of Social Services will not approve payment to make it good.

8. No medical care (including prescriptions) can be approved through this program, regardless of whether the client is covered by Medicaid.
9. This service is available to families, who are currently receiving Work First Family Assistance, are applicants for Work First Family Assistance, previous applicants of Work First Family Assistance Cash Assistance or Non- Work First Family Assistance clients.
10. Assistance different from above can be approved in special circumstances by the Services Program Manager (with recommendation from line supervisor).

B. Child Welfare Funds Child Protective Services/Foster Care Emergency Funds.

These funds are used to keep a family together or reunify them. Agency will set aside 10% (not to exceed \$10,000) for this category of assistance.

- 1) These funds could be used to keep a family from using or continuing to use an out of home placement for "child well-being".
- 2) Social Worker will have looked at all regular programs. If they see a need, they can request a committee decision for expenditure of \$600 in addition to regular Emergency Assistance, if eligible. This requires a supervisor's approval.
- 3) TEAM DECISION – Team to be made up of one Children Services Worker and the Intake & Assessment supervisor, or designee.
- 4) Types of Assistance that could be provided:
 - a. Furniture; appliances
 - b. rent deposits, first months rent, overdue rent, utility deposits, transportation, clothing

It is estimated that \$92,750.00 will be spent in Emergency Assistance.

C. SERVICES TO LOW INCOME FAMILIES (under 200% of poverty)

Union County will continue to use 200% assistance for families who meet the following eligibility guidelines:

- The family must include a child who lives with a relative or legal guardian as defined for Work First Family Assistance and who meets the age limit for Work First Family Assistance.
- Family member must meet the same citizenship requirements as for Work First Family Assistance.
- Medical Care will be paid for with state/county maintenance of effort funds, not commingled with Temporary Assistance for Needy

Families funds. Temporary Assistance for Needy Families funds will not be used to provide medical assistance.

- Benefits must not meet the Temporary Assistance for Needy Families definition of assistance. Therefore, benefits will be non-recurring, short-term benefits designed to deal with a specific episode of need. They will not be intended to meet recurring or ongoing needs, and they will not extend beyond four months.
- Countable income will be the same as for Work First.
- Total gross family income will not exceed guidelines.

The income limits will be set for families at 200% or below the poverty guidelines. Benefit limits will be set at \$600 per application (not to exceed \$1200 annually), unless approved by a supervisor. Services that will be offered are designed to support job retention, strengthen the family, promote the healthy development of children and parents, and encourage the formation of two-parent families. The services that will be offered to help families seek or retain employment, or enrich their family's life will include:

- Housing Expenses
- Education
- Job Search
- Skills Training
- On-the-Job Training
- Job Readiness
- Child Enrichment Activities
- Transportation
- Parenting Skills
- Counseling Activities
- Child Care
- Work-Related Expenses
- Case Management
- Child and Family Enrichment

It is estimated that \$89,000.00 will be spent on 200% services.

VII. SERVICES TO NON-CUSTODIAL PARENTS

Union County recognizes the need for non-custodial parental involvement/support with children. It continues to be critical for the well-being of the child and in contributing to the success of becoming and remaining self-sufficient. Union County will provide these services to non-custodial parents following the counties current 200% guidelines, which are listed in Section VII. These non-custodial parents may be referred from the parent who is active with Work First or they may be court ordered

as we have established a referral program with the judicial system and Child support. The court ordered process is explained under Innovative County Strategies.

VIII. EXEMPTION FROM THE WORK REQUIREMENT

Union County's exemption policy on this issue will change for this plan.. Our policy will be that a participant may request an exemption (called the "S" code) for a child through six months of age. This policy will allow the mother time to bond with the baby and recover from childbirth before having to participate in the program. It will also allow six months in the event of an additional pregnancy. The twelve-month lifetime limit of receiving an "S" code exemption still remains.

IX. INNOVATIVE COUNTY STRATEGIES

Absent Parent Program

The Absent Parent Program has been developed to serve two goals. 1) help stabilize the WF recipient by providing additional income and 2) it will help meet the federal participation rate.

This year's committee is building on the partnership formed with Union County Judicial System and Union County Child Enforcement Agency. Absent Parents of current Work First recipients that are unemployed are court-ordered to participate in Work First program at Department of Social Services. The Absent parent attends Orientation and are Test for Adult Basic Education tested by South Piedmont Community College and begins Job Search class with the on-site Employment Security Commission representative. Absent Parents are given the opportunity to increase their educational skills through the Department of Social Services Academic Support Lab and work toward Career Readiness Certification. Once assessed, instructor may coordinate placement of Absent Parent in GED class at South Piedmont Community College campus, Human Resource Development/Vocational Training classes and/or technical certificates. The Employment Security Commission representative offers assistance in job referrals, resumes, and additional job training programs at the local Employment Security Commission office. The Department of Social Services social worker will evaluate the Absent Parent for suspected mental, emotional, and/or physical limitations to identify major barriers to employment. Depending on the severity of such limitations, the absent parent may be eligible for Supplemental Security Income or Social Security Disability Insurance. A psychologist contracted with Union County Department of Social Services will conduct the testing. For those with physical limitations, a Physical Therapist will conduct a Physical

Functional test. If qualified, this income would strengthen the family economically and enhance parent/child relationships. Department of Social Services will encourage individual and family counseling that would benefit the entire family.

Participants with Disabilities

The Department of Social Services continues to have one social worker assigned to work with recipients who have physical, emotional, and/or mental disabilities and/or limitations. These conditions lead to significant employment barriers and in some cases, unemployable individuals. A majority of recipients meet the Social Security criteria for Social Security Disability which entitles them to receive either Supplemental Security Income or Social Security Disability Insurance. One condition alone will not always meet the Social Security Disability standard but combined they will; intelligence, trainability versus physical limitations. We have learned that our expectations of the clients were something they are not always capable of and we were setting some up for failure with the Mutual Responsibility Agreement plans. We written and received demonstration grant monies for physical function testing and for psychological evaluations. This will make us aware of the limitations of the recipient and help us help them be successful. If the recipient meets the standards and is approved for benefits it will allow them to become self sufficient and removed from Work First. This in turn helps us meet the state participation rate.

X. SPECIAL ISSUES

Union county continues to have explosive growth and ranks as the seventh fastest growing county in the nation according to a U.S. Census analysis released March 20, 2008. Union County's population is now at 185,000, up 50 percent from 2000. This growth has caused a strain on water and sewer systems, created overcrowded schools and has left the county with more debt per capita than any other large or medium sized county in the state. The county has built 17 new schools in the last decade and spent \$500 million in construction to house an 84 percent increase in students. The growth brings economic opportunity as evidenced by the revitalization of downtown Monroe with restaurants and a variety of small businesses. The majority of the people moving in will be on the Charlotte side of the county and these educated families will continue to raise the median income level in the county. The majority of families that are in poverty will remain either in the City of Monroe or outlying rural areas. This growth will bring new service jobs for many people who lack education and job skills but they will still remain living in poverty due to the low wages. The only way out of poverty remains

education and job training to enable families to have higher paying jobs, move from public to private housing, have stable transportation and encourage their children to pursue their own educational dreams.

XI. ELIGIBILITY CRITERIA

Union County has elected to be a Standard County and will follow the state's standard policy.

XII. FUNDING REQUIREMENTS

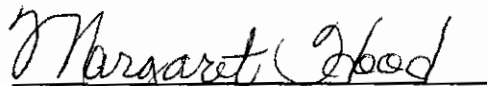
The estimate of Work First Family Assistance funds are broken down as follows:

- Benefit Diversion \$72,000
- Work First Family Assistance \$1,054,509
- Work First Services \$1,145,948

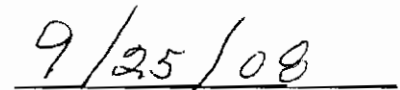
The County plans to meet 100% of the MOE requirement.

XIII. CERTIFICATION

The Union County Work First Plan has been approved by the Union County Board of Commissioners.



Margaret Hood, Chairman



Date Approved

The Union County Work First Plan with the State's required clarification and revision has been reviewed and approved by the Union County Board of Commissioners.

Allan Baucom, Chairman

Date Approved

**UNION COUNTY HEALTH DEPARTMENT
POLICY AND PROCEDURE**

SUBJECT: Fees

APPROVED: 09/08/08

REVISED:

POLICY: Policy for setting fees based on service cost

PURPOSE: To be in compliance with N.C.G.S. 130-A-39(g)

PROCEDURE:

In accordance with G.S. 130-A-39(g), which allows local health departments to implement fees for service rendered, the Union County Health Department, with the approval of the Union County Board of Health and the Union County Commissioners will implement specific fees for services reimbursement. Specific methods used in seeking reimbursement will be through third-party coverage including Medicaid, Medicare, private insurance, and individual patient pay. The agency will adhere to billing procedures, as specified by Program/State regulations in seeking reimbursement for services provided.

Program reviews and committee meetings comprised of all disciplines will meet, within the Health Department setting, as necessary to determine the cost of providing services and discuss the “setting of rates”, for the services provided. The following procedures define the methods used for setting rates:

1. The “Medicaid Cost Analysis” provided by the Office of Medicaid Reimbursement will be utilized for cost comparisons of services provided by the Health Department. The Medicaid Cost Study is performed annually in all Health Departments. The actual costs of service provision are contained in the document and are shared with each County. The figures are then compared and averaged statewide. The average is used to determine the cost of particular services provided at the agency.
2. The “Office of Medicaid Reimbursement” issues their allowable reimbursement rates, each year. The agency will utilize these baseline rates when comparing to other third party payers.
3. Medicare, surrounding community rates (ex: community physician rates, local labs, environmental health, hospital rates, etc), plus a comparison of Health Department’s located in our region will be assessed for fees and included for comparison when determining rates.

4. When calculating rates the agency will consider staff time, per dium rates, laboratory services and other associated costs of rendering the provision of the service.

Once the above information has been reviewed and discussed with the Health Department staff, fees will be taken to the Board of Health and Board of County Commissioners for their discussion and final approval. Once approval has been received, the appropriate fees are set and will be maintained in the Health Department, noted as the approved "schedule of charges". Board approvals (Health and County Commissioners) will be reflected in the respective minutes.

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: October 6, 2008

Action Agenda Item No. 5146
(Central Admin. use only)

SUBJECT: HEALTH DEPT. FEE SCHEDULE INCLUDING UPDATES

DEPARTMENT: HEALTH

PUBLIC HEARING: No

ATTACHMENT(S):
HEALTH DEPT. FEE SCHEDULE

INFORMATION CONTACT:
Phillip Tarte

TELEPHONE NUMBERS:
704-296-4801

DEPARTMENT'S RECOMMENDED ACTION: Adopt 08-09 Fee Schedule for Union County Health Department Services.

BACKGROUND: Fee schedule that includes revised service rates for activities performed at the agency. All submitted rates reflect the changes in Medicaid reimbursement as adopted by the NC office of Medical Assistance. Board of Health approved schedule at its September meeting

FINANCIAL IMPACT: Billing rates for Health Department Services. Revenue streams.

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation: _____

UNION COUNTY HEALTH DEPARTMENT
FEE SCHEDULE 2008-2009

<u>FEE SLIDES</u>	<u>CPT CODE</u>	<u>REQ'D MOD.</u>	<u>SERVICE DESCRIPTION</u>	<u>CURRENT FEES FY 08-09</u>
<u>New Patient Preventive Health Visits - Child Health</u>				
*	99381C	EP	Age under 1 year	\$ 110.00
*	99382C	EP	Age 1-4 years	\$ 120.00
*	99383C	EP	Age 5-11 years	\$ 164.00
*	99384C	EP	Age 12-17 years	\$ 184.00
*	99385C	EP	Age 18-21 years	\$ 183.00
*	99383	FP	Age 5-11 years	\$ 164.00
*	99384	FP	Age 12-17 years	\$ 184.00
*	99385	FP	Age 18-39 years	\$ 183.00
*	99386	FP	Age 40-64 years	\$ 214.00
*	99387	FP	Age >65 years	\$ 230.00
<u>New Patient Evaluation & Management Visits</u>				
*	99201		Office Visit Brief	\$ 70.00
*	99202		Office Visit Problem Focused	\$ 100.00
*	99203		Office Visit Expanded	\$ 138.00
*	99204		Office Visit Detailed	\$ 198.00
*	99205		Office Visit Comprehensive	\$ 246.00
<u>Established Patient Preventive Health Visits - Child Health</u>				
*	99391C	EP	Age under 1 year	\$ 100.00
*	99392C	EP	Age 1-4 years	\$ 115.00
*	99393C	EP	Age 5-11 years	\$ 136.00
*	99394C	EP	Age 12-17 years	\$ 161.00
*	99395C	EP	Age 18-21 years	\$ 157.00
<u>Established Patient Preventive Health Visits - Women's Health</u>				
*	99393		Age 5-11 years	\$ 136.00
*	99394		Age 12-17 years	\$ 161.00
*	99395		Age 18-39 years	\$ 157.00
*	99396		Age 40-64 years	\$ 173.00
*	99397		Age 65 > years	\$ 195.00
<u>Established Patient Evaluation & Management Visits</u>				
*	99211		Office Visit Brief	\$ 43.00
*	99212		Office Visit Problem Focused	\$ 65.00
*	99213		Office Visit Expanded	\$ 86.00
*	99214		Office Visit Detailed	\$ 128.00
*	99215		Office Visit Comprehensive	\$ 186.00
<u>Outpatient Consultation</u>				
	99241		Outpatient/Consult, Minor	\$ 104.00
	99242		Outpatient/Consult, Moderate	\$ 163.00
	99243		Outpatient/Consult, Severe (40 min)	\$ 194.00
	99244		Outpatient/Consult, Severe (60 min)	\$ 239.00
	99245		Outpatient/Consult, Complex	\$ 308.00
	CASE9		CMEP Case Conference	\$ 18.75

UNION COUNTY HEALTH DEPARTMENT
FEE SCHEDULE 2008-2009

<u>FEE SLIDES</u>	<u>CPT CODE</u>	<u>REQ'D MOD.</u>	<u>SERVICE DESCRIPTION</u>	<u>CURRENT FEES FY 08-09</u>
<u>Immunizations/ Injections</u>				
	86580		Tuberculin Skin Test	\$ 20.00
	90632		Hepatitis A Vaccine	\$ 60.00
	90656		Influenza (Preservative Free)	\$ 25.00
	90658		Influenza Vaccine (3 years and older)	\$ 25.00
*	90658MH		Influenza Vaccine (MH Patients)	\$ 25.00
	90649		Gardasil (HPV)	\$ 160.00
	90660		Flu Vaccine (Nasal)	\$ 30.00
	90660NC		Flu Vaccine (Nasal) Pres. Free	\$ -
	90716		Varivax (Child Health)	\$ -
*	90716MH		Varivax	\$ 72.44
*	90718		Adult TD	\$ -
	90732		Pneumonia	\$ 35.00
	90733		Adult Meningitis	\$ 115.00
	90746		Hepatitis B Adult	\$ 70.00
	90772		Administration Fee-therap/prophy/diag. injection	\$ 25.00
	90471		Administer Single Vaccine (Adult)	\$ 27.42
	90472		Administer Single Dose/Each Additional	\$ 14.15
	90471EP**		Administer Single Vaccine (Children)	\$ 27.42
	90472EP**		Administer Two + Vaccines (Children)	\$ 14.15
	90473EP**		Administer/Intranasal-Oral	\$ 12.74
	90474EP**		Administer Single Vaccine/Each Additional	\$ 11.27
	EP**		This is a modifier attached to administration code for Medicaid billing for recipients less than 21 y/o.	
*	J0560		Bicillin 600 units	\$ 25.00
*	J0580		Bicillin 2.4 units	\$ 80.00
*	J0570		Bicillin 1.2 units	\$ 50.00
*	J0696		Rocephin 250 mg	\$ 20.00
*	J1055		Depo Prevera	\$ 60.00
*	J1580		Gentamicin up to 80 mg	\$ 10.00
*	J2790		Rhogam	\$ 120.00
*	J7307		Etonogesterel (Implanon) 68 mg Implant	\$ 600.00
*	J3490		17P Injection	\$ 20.00
*	S4993		Birth Control Pills	\$ 4.44
<u>Procedures/ Supplies</u>				
*	10060		Incision/Drainage	\$ 120.00
*	10061		Incision/Drainage - complicated or multiple	\$ 147.12
*	10160		Puncture/Drainage of lesion	\$ 99.36
*	11000		Surgical Cleansing of skin	\$ 42.49
*	11100		Biopsy of Skin	\$ 85.00
*	11200		Removal of skin tags, mult. up to and including 15	\$ 63.98
*	11201		Removal of skin tags, ea./10 (in addition to 11200)	\$ 15.21
*	11400		Removal of skin lesion, benign	\$ 94.50
*	11640		Removal of skin lesion, malignant	\$ 149.77
*	11750		Excision of Nail, Partial or Complete	\$ 166.87
*	11765		Wedge Excision of Skin (Ingrown Toe Nail)	\$ 99.10

UNION COUNTY HEALTH DEPARTMENT
FEE SCHEDULE 2008-2009

<u>FEE SLIDES</u>	<u>CPT CODE</u>	<u>REQ'D MOD.</u>	<u>SERVICE DESCRIPTION</u>	<u>CURRENT FEES</u> <u>FY 08-09</u>
*	11976		Norplant Removal	\$ 200.00
*	11981		Insertion, Implanon	\$ 120.00
*	11982		Removal, Implanon	\$ 146.00
*	11983		Removal & reinsert of Implanon	\$ 211.00
*	12001		Repair Laceration 0-2.5cm	\$ 175.00
*	12002		Repair Laceration 2.6-7.5cm	\$ 200.00
*	17000	} Must Use Together	Destruction of One Lesion - "Wart"	\$ 65.00
*	17003		Destruction of Two-14 Lesions - "Warts"	\$ 15.00
*	17250		Silver Nitrate to Cord	\$ 70.00
*	51701		Catherization, Bladder	\$ 75.00
*	54050		Destruction of lesion, penis (condyloma)	\$ 104.78
*	56405		I & D of abscess, vulva/perineal	\$ 93.84
*	56441		Lysis of labial adhesions	\$ 128.40
*	56820		Colposcopy of vulva	\$ 95.18
*	56821		Colposcopy of vulva w/biopsy	\$ 128.01
*	57000		Drainage of pelvic lesion	\$ 160.97
*	57170		Diagphragm Insertion	\$ 95.00
*	57452		Colposcopy w/o Biopsy	\$ 130.00
*	57454		Colposcopy with Biopsy	\$ 170.00
*	57511		Cryosurgery	\$ 160.00
*	58300		Insert IUD	\$ 150.00
*	58301		IUD Removal	\$ 120.00
*	59025		NST	\$ 60.00
*	69200		Removal of Foreign Body, External Auditory Canal	\$ 115.00
*	69210		Cerumen Removal/Irrigation	\$ 65.00
*	65205		Removal of Foreign Body from Eye	\$ 55.00
*	65220		Removal of Foreign Body, External Eye	\$ 55.00
*	76815		Limited Ultrasound	\$ 85.00
*	76830		Ultrasound of the Vagina	\$100.52
*	81025		Pregnancy Test	\$20.00
*	88305		Biopsy Lab Fee (PER SPECIMEN)	\$ 100.00
*	92551		Audiometry	\$ 20.00
*	90784		IV Start & Infusion	\$ 50.00
	PPDREAD		"Outside" PPD Test Read	\$ 10.00

Special Clinic/Home Visiting Services

*	94640		Nebulizer Treatment	\$ 40.00
*	96110		Developmental Test	\$ 20.00
	99173		Vision	\$ -
*	J7300		IUD PARA GARD	\$ 427.50
	J7300NC		IUD PARA GARD N/C	\$ -
*	J7302		IUD Mirena	\$ 550.00
	97802		Medical Nutrition Therapy	\$ -
	97803		Medical Nutrition Therapy- Re-Assessment	\$ -
	96152		Intensive Psycho-social Counseling	\$ -
	99070		Supplies	\$15.00
	99501		Post-Partum Home Visit	\$ -

UNION COUNTY HEALTH DEPARTMENT
FEE SCHEDULE 2008-2009

<u>FEE SLIDES</u>	<u>CPT CODE</u>	<u>REQ'D MOD.</u>	<u>SERVICE DESCRIPTION</u>	<u>CURRENT FEES</u>
				<u>FY 08-09</u>
	99502		Newborn Assessment Screening Home Visit	\$ -
	T1001		Maternity Skilled Home Visit	\$ -
	T1002		TB/STD RN Services	\$ -
	T1016		CSC Contact	\$ -
	T1017		MCC Initial/ Subsequent Contact	\$ -

Dental Services/Child Health Clinic

Initial Oral Screening

*	D0145CH		Oral Evaluation - 3 and under	\$ 38.07
*	D1206CH		Topical Application Flouride	\$ 18.52

Dental Services/Dental Clinic

*	HSSCR		Head Start Screening	\$ 10.00
*	D0120		Periodic Oral Exam	\$ 35.00
*	D0140		Limited Oral Exam	\$ 40.00
*	D0150		Initial Oral Exam	\$ 45.00
*	D0170		Re-Evaluation Exam/Emergency Only	\$ 27.00
*	D0210		Intraoral Complete Films Series	\$ 80.00
*	D0220		Intraoral - Periapical, 1st	\$ 18.00
*	D0230		Intraoral - Periapical, each additional	\$ 15.00
*	D0240		Occlusal Periapical	\$ 18.00
*	D0270		Bitewing - Single Film	\$ 12.00
*	D0272		Bitewing - Two Film	\$ 23.00
*	D0273		Bitewing - Three Films	\$ 29.35
*	D0274		Bitewing - Four Film	\$ 40.00
*	D0330		Panoramic X-rays	\$ 65.00
*	D1110		Prophylaxis - Adult (13+)	\$ 50.00
*	D1120		Prophylaxis - Child	\$ 35.00
*	D1203		Flouride - Child	\$ 19.00
*	D1204		Flouride Adult (13+)	\$ 25.00
*	D1351		Sealant - Per Tooth	\$ 35.00
*	D1510		Space maintainer - fixed - unilateral	\$ 220.00
*	D1515		Space maintainer - fixed - bilateral	\$ 440.00
*	D2140		Amalgam - 1 Surface Prim & Perm	\$ 69.00
*	D2150		Amalgam - 2 Surface Prim & Perm	\$ 85.00
*	D2160		Amalgam - 3 Surface Prim &Perm	\$ 110.00
*	D2161		Amalgam - 4+ Surface Prim &Perm	\$ 124.00
*	D2330		Resin - 1 Surface, Anterior, Prim. & Perm.	\$ 70.00
*	D2331		Resin - 2 Surface, Anterior, Prim. & Perm.	\$ 87.00
*	D2332		Resin - 3 Surface, Anterior, Prim. & Perm.	\$ 110.00
*	D2335		Resin - 4 Surface, Anterior, Prim. & Perm.	\$ 125.00
*	D2391		Resin -1 Surface, Post Prim & Perm	\$ 85.00
*	D2392		Resin - 2 Surface,Post Prim. & Perm.	\$ 125.00
*	D2393		Resin - 3 Surface, Post & Perm. Only	\$ 150.00
*	D2394		Resin - 4 Surface, Post Prim. & Perm.	\$ 200.00
*	D2920		Dental Recement Crown	\$ 25.00
*	D2930		Prefab. Stainless Steel Crown, Prim.	\$ 150.00

UNION COUNTY HEALTH DEPARTMENT
FEE SCHEDULE 2008-2009

<u>FEE SLIDES</u>	<u>CPT CODE</u>	<u>REQ'D MOD.</u>	<u>SERVICE DESCRIPTION</u>	<u>CURRENT FEES FY 08-09</u>
*	D2931		Prefab. Stainless Steel Crown, Perm.	\$ 160.00
*	D2940		Sedative Filling	\$ 42.00
*	D2950		Core Build-Up	\$ 102.90
*	D2970		Temporary Crown (Fractured tooth)	\$ 152.00
*	D3220		Therapeutic Pulpotomy	\$ 90.00
*	D4341		Perio Scale per Quad	\$ 100.00
*	D4342		Perio Scaling/Root Planing-1 to 3/Quadrant	\$ 62.00
*	D4355		Full Mouth Scale	\$ 75.00
*	D4910		Periodontal Maintenance	\$ 58.50
*	D5110		Complete Denture - Maximillary	\$ 615.00
*	D5120		Complete Denture - Mandibular	\$ 615.00
*	D5130		Immediate Denture - Maxillary	\$ 665.00
*	D5140		Immediate Denture - Mandibular	\$ 665.00
*	D5211		Maxillary Partial Denture - Resin Base	\$ 460.00
*	D5212		Mandibular Partial Denture - Resin Base	\$ 460.00
*	D5213		Maxillary Partial Denture-Cast Metal w/Resin	\$ 660.00
*	D5214		Mandibular Partial Denture - Cast Metal w/Resin	\$ 660.00
*	D5281		Unilateral Cast/Partial	\$ 250.00
*	D5410		Adjust Complete Denture - Maxillary	\$ 59.00
*	D5411		Adjust Complete Denture - Mandibular	\$ 59.00
*	D5421		Adjust Partial Denture - Maxillary	\$ 59.00
*	D5422		Adjust Partial Denture - Mandibular	\$ 59.00
*	D5510		Repair Broken Complete Denture Base	\$ 82.00
*	D5520		Replace Missing/Broken Teeth - Denture	\$ 70.00
*	D5610		Repair Resin Denture Base	\$ 82.00
*	D5630		Repair or Replace Broken Clasp	\$ 156.00
*	D5640		Replace Broken Teeth - Per Tooth	\$ 70.00
*	D5650		Add Tooth to Existing Partial Denture	\$ 85.00
*	D5660		Add Clasp to Existing Partial Denture	\$ 183.00
*	D5730		Reline Complete Maxillary Denture (Chairside)	\$ 145.00
*	D5731		Reline Complete Mandibular Denture (Chairside)	\$ 145.00
*	D5740		Reline Maxillary Partial Denture (Chairside)	\$ 145.00
*	D5741		Reline Mandibular Partial Denture (Chairside)	\$ 140.00
*	D5750		Reline Complete Maxillary Denture (Lab)	\$ 182.00
*	D5751		Reline Complete Mandibular Denture (Lab)	\$ 182.00
*	D5760		Reline Maxillary Partial Denture (Lab)	\$ 177.00
*	D5761		Reline Mandibular Partial Denture (Lab)	\$ 177.00
*	D5820		Flipper (interim partial denture) Maxillary	\$170.00
*	D5821		Flipper (interim partial denture) Mandibular	\$170.00
*	D6985		Pediatric Partial Denture, Fixed	\$ 365.00
*	D7111		Extraction , Coronal Remnants-Deciduous Tooth	\$ 76.00
*	D7140		Extraction Permanent	\$ 86.00
*	D7210		Surgical Removal - Tooth/Bone	\$ 105.00
*	D7510		Incision/Drain Abscess Intr-soft	\$ 175.00
*	D7910		Suture of Recent Small Wound	\$ 180.00
*	D7960		Frenulectomy - separate procedure	\$ 170.00
*	D9110		Pallative Treatment (Min. Proc.)	\$ 45.00

UNION COUNTY HEALTH DEPARTMENT
FEE SCHEDULE 2008-2009

<u>FEE SLIDES</u>	<u>CPT CODE</u>	<u>REQ'D MOD.</u>	<u>SERVICE DESCRIPTION</u>	<u>CURRENT FEES</u> <u>FY 08-09</u>
*	D9230		Nitrous Oxide Analgesia	\$ 54.00
*	D9940		Removable Dental Appliance	\$ 35.00
*	DUPXR		Duplicate X-Rays	\$ 10.00
<u>Lab Services - In-House</u>				
*	36415		Collection of Venous Blood by Venipuncture	\$ 5.00
*	81000		Routine Urine	\$ 20.00
*	81001		Urinalysis - Automated with microscopy	\$ 20.00
*	81002		Urine Dipstick	\$ 15.00
*	81003		Urinalysis - Automated without microscopy	\$ 15.00
*	81015		Microscopic Urine Exam	\$ 15.00
*	81025		Pregnancy Test	\$ 20.00
*	82270		Hemocult	\$ 15.00
*	82947		Blood Glucose Serum	\$ 8.00
*	82948		Glucose, Finger Stick	\$ 18.00
*	82950		Glucose, One Hour	\$ 20.00
*	82951		Glucose, Three Hour	\$ 50.00
*	86592		RPR Quantitative	\$ -
*	86593		RPR Titer	\$ -
*	87081		GC Culture	\$ -
*	87205		Urethral Smear	\$ -
*	87210		Wet Mount	\$ -
*	87880		Group A Strep	\$ 25.00

FEES FOR COPYING MEDICAL RECORDS

MEDREC1	\$10.00 for under 25 pages
MEDREC2	\$15.00 for 25-50 pages
MEDREC3	\$20.00 for 50 or more pages

REFERENCE LAB (REFERENCE LAB BILLS MEDICAID)

*	86900MH	ABO & RH (Blood Group & Type)	\$ 6.00
	86900RL	ABO & RH (Blood Group & Type)	\$ 6.00
*	80074MH	Acute Hepatitis Panel - A, B, C	\$ 66.00
	80074RL	Acute Hepatitis Panel - A, B, C	\$ 66.00
*	82105MH	Alpha-fetoprotein, serum	\$ 25.00
*	84460MH	ALT	\$ 8.50
	84460RL	ALT	\$ 8.50
*	82150MH	Amylase	\$ 11.00
	82150RL	Amylase	\$ 11.00
*	86038MH	ANA	\$ 22.00
	86038RL	ANA	\$ 22.00
*	87076MH	Anaerobic Culture	\$ 13.25
	87076RL	Anaerobic Culture	\$ 13.25
*	86850MH	Antibody Screening (Atypical Antibodies)	\$ 37.00
	86850RL	Antibody Screening (Atypical Antibodies)	\$ 37.00
*	86870MH	Antibody Titer/ID	\$ 35.00
	86870RL	Antibody Titer/ID	\$ 35.00
*	86147MH	Anticardiolipin Antibodies	\$ 22.00

UNION COUNTY HEALTH DEPARTMENT
FEE SCHEDULE 2008-2009

<u>FEE SLIDES</u>	<u>CPT CODE</u>	<u>REQ'D MOD.</u>	<u>SERVICE DESCRIPTION</u>	<u>CURRENT FEES FY 08-09</u>
	86147RL		Anticardiolipin Antibodies	\$ 22.00
*	86060MH		ASO Titer	\$ 16.00
	86060RL		ASO Titer	\$ 16.00
*	82677MH		Asay of Estriol	\$ 35.00
	82677RL		Asay of Estriol	\$ 35.00
*	83540MH		Assay of Iron	\$ 15.00
	83540RL		Assay of Iron	\$ 15.00
*	84450MH		AST	\$ 8.50
	84450RL		AST	\$ 8.50
*	87205MH		Bact. Culture Gram Stain	\$ 8.00
	87205RL		Bact. Culture Gram Stain	\$ 8.00
*	87070MH		Bact. Culture Screen (Culture General)	\$ 14.00
	87070RL		Bact. Culture Screen (Culture General)	\$ 14.00
*	87081MH		Beta Strep (cervix)	\$ 14.00
	87081RL		Beta Strep (cervix)	\$ 14.00
*	82239MH		Bile Acids	\$ 28.00
	82239RL		Bile Acids	\$ 28.00
*	86592MH		Blood Serology - RPR	\$ 8.00
	86592RL		Blood Serology - RPR	\$ 8.00
*	84520MH		BUN (serum)	\$ 8.00
	84520RL		BUN (serum)	\$ 8.00
*	85027MH		CBC without diff	\$ 20.00
	85027RL		CBC without diff	\$ 20.00
*	88180MH		CD4	\$ 82.00
	88180RL		CD4	\$ 82.00
*	80053MH		Chem 13	\$ 14.00
	80053RL		Chem 13	\$ 14.00
*	80048MH		Chem 7 (Basic Met Panel)	\$ 14.00
	80048RL		Chem 7 (Basic Met Panel)	\$ 14.00
*	82465MH		Cholesterol Panel	\$ 22.00
	82465RL		Cholesterol Panel	\$ 22.00
*	87230MH		Clostridium difficile toxin A	\$ 29.00
	87230RL		Clostridium difficile toxin A	\$ 29.00
*	82565MH		Creatinine (serum)	\$ 15.00
	82565RL		Creatinine (serum)	\$ 15.00
*	87110MH		Culture Chlamydia	\$ 29.00
	87110RL		Culture Chlamydia	\$ 29.00
*	87040MH		Culture, Bacteria (Blood)	\$ 17.30
	87040RL		Culture, Bacteria (Blood)	\$ 17.30
*	86644MH		Cytomeglovirus IGG	\$ 22.00
	86644RL		Cytomeglovirus IGG	\$ 22.00
*	86645MH		Cytomeglovirus IGM	\$ 22.00
	86645RL		Cytomeglovirus IGM	\$ 22.00
*	80185MH		Dilantin-bound Serum	\$ 20.00
	80185RL		Dilantin-bound Serum	\$ 20.00
*	85007MH		Differential	\$ 5.00
	85007RL		Differential	\$ 5.00
*	80186MH		Dilantin-free Serum	\$ 27.00

UNION COUNTY HEALTH DEPARTMENT
FEE SCHEDULE 2008-2009

<u>FEE SLIDES</u>	<u>CPT CODE</u>	<u>REQ'D MOD.</u>	<u>SERVICE DESCRIPTION</u>	<u>CURRENT FEES FY 08-09</u>
	80186RL		Dilantin-free Serum	\$ 27.00
*	86880MH		Direct Combs	\$ 10.00
	86880RL		Direct Combs	\$ 10.00
*	80101MH		Drug Screen	\$ 20.00
	80101RL		Drug Screen	\$ 20.00
*	80051MH		Electrolytes	\$ 12.00
	80051RL		Electrolytes	\$ 12.00
*	86663MH		Epsteing Barr Antibody	\$ 22.00
	86663RL		Epsteing Barr Antibody	\$ 22.00
*	86664MH		Epsteing Barr Antibody	\$ 22.00
	86664RL		Epsteing Barr Antibody	\$ 22.00
*	86665MH		Epsteing Barr Antibody	\$ 24.00
	86665RL		Epsteing Barr Antibody	\$ 24.00
*	85651MH		ESR (Sed Rate)	\$ 6.00
	85651RL		ESR (Sed Rate)	\$ 6.00
*	82731MH		Fetal Fibronectin	\$ 95.00
	82731RL		Fetal Fibronectin	\$ 95.00
*	82728MH		Ferritin	\$ 25.00
	82728RL		Ferritin	\$ 25.00
*	82746MH		Folate	\$ 26.00
	82746RL		Folate	\$ 26.00
*	84481MH		Free T3 (unbound)	\$ 27.00
	84481RL		Free T3 (unbound)	\$ 27.00
*	84439MH		Free T4 (unbound)	\$ 15.00
	84439RL		Free T4 (unbound)	\$ 15.00
	83001RL		FSH	\$ 30.00
*	87102MH		Fungus Culture	\$ 15.00
	87102RL		Fungus Culture	\$ 15.00
*	82977MH		GGT	\$ 12.00
	82977RL		GGT	\$ 12.00
*	82947MH		Glucose	\$ 8.00
	82947RL		Glucose	\$ 8.00
	87205RL		Gram Stain	\$ 8.00
*	87880MH		Group A Strep	\$ 22.00
	87880RL		Group A Strep	\$ 22.00
*	83036MH		Hbg A1C (Hemoglobin A1C)	\$ 16.00
	83036RL		Hbg A1C (Hemoglobin A1C)	\$ 16.00
*	84703MH		HCG, Qual.	\$ 13.00
	84703RL		HCG, Qual.	\$ 13.00
*	84702MH		HCG, Titer	\$ 14.00
	84702RL		HCG, Titer	\$ 14.00
*	83718MH		HDL	\$ 14.00
	83718RL		HDL	\$ 14.00
*	80076MH		Hepatic Function (Liver Profile)	\$ 16.00
	80076RL		Hepatic Function (Liver Profile)	\$ 16.00
*	86709MH		Hepatitis A Antibody IGM	\$ 18.00
	86709RL		Hepatitis A Antibody IGM	\$ 18.00
*	86708MH		Hepatitis A Antibody Total	\$ 20.00

UNION COUNTY HEALTH DEPARTMENT
FEE SCHEDULE 2008-2009

<u>FEE SLIDES</u>	<u>CPT CODE</u>	<u>REQ'D MOD.</u>	<u>SERVICE DESCRIPTION</u>	<u>CURRENT FEES FY 08-09</u>
	86708RL		Hepatitis A Antibody Total	\$ 20.00
*	86707MH		Hepatitis ABC - Hep B BE AB	\$ 22.00
	86707RL		Hepatitis ABC - Hep B BE AB	\$ 22.00
*	87340MH		Hepatitis ABC - Hep B Surf AB	\$ 16.00
	87340RL		Hepatitis ABC - Hep B Surf AB	\$ 16.00
*	86803MH		Hepatitis ABC - Hep C AB	\$ 22.00
	86803RL		Hepatitis ABC - Hep C AB	\$ 22.00
*	86704MH		Hepatitis ABC-Hep Core AB	\$ 23.00
	86704RL		Hepatitis ABC-Hep Core AB	\$ 23.00
*	86706MH		Hepatitis B Panel	\$ 18.00
	86706RL		Hepatitis B Panel	\$ 18.00
*	87350MH		Hepatitis BE AG, EIA	\$ 18.00
	87350RL		Hepatitis BE AG, EIA	\$ 18.00
*	86803MH		Hepatitis C Antibody	\$ 22.00
	86803RL		Hepatitis C Antibody	\$ 22.00
*	87253MH		Herpes Culture	\$ 73.00
	87253RL		Herpes Culture	\$ 73.00
*	86694MH		Herpes Simplex Typ I & II IGM	\$ 22.00
	86694RL		Herpes Simplex Typ I & II IGM	\$ 22.00
*	86687MH		HIV	\$ 58.00
	86687RL		HIV	\$ 58.00
*	83898MH		HIV RNA Viral Load Cytomm.	\$ 237.00
	83898RL		HIV RNA Viral Load Cytomm.	\$ 237.00
*	87621RL		HIV Typing	\$ 138.00
	87621MH		HIV Typing	\$ 138.00
*	86003MH		Immuno (Allergen Specific, Quant.	\$ 9.00
	86003RL		Immuno (Allergen Specific, Quant.	\$ 9.00
*	83540MH		Iron (serum)	\$ 15.00
	83540RL		Iron (serum)	\$ 15.00
*	83550MH		Iron Binding Test (TIBC)	\$ 14.00
	83550RL		Iron Binding Test (TIBC)	\$ 14.00
*	83615MH		LDH	\$ 15.00
	83615RL		LDH	\$ 15.00
	83002RL		LH	\$ 30.00
*	83690MH		Lipase	\$ 11.00
	83690RL		Lipase	\$ 11.00
*	80061MH		Lipid Profile	\$ 25.00
	80061RL		Lipid Profile	\$ 25.00
*	85597MH		Lupus Anticoagulant	\$ 27.00
	85597RL		Lupus Anticoagulant	\$ 27.00
*	83735MH		Magnesium (serum)	\$ 12.00
	83735RL		Magnesium (serum)	\$ 12.00
*	86308MH		Monospot	\$ 10.00
	86308RL		Monospot	\$ 10.00
*	86735MH		Mumps IGG/IGM	\$ 22.00
	86735RL		Mumps IGG/IGM	\$ 22.00
*	82270MH		Occult Blood	\$ 6.00
	82270RL		Occult Blood	\$ 6.00

UNION COUNTY HEALTH DEPARTMENT
FEE SCHEDULE 2008-2009

<u>FEE SLIDES</u>	<u>CPT CODE</u>	<u>REQ'D MOD.</u>	<u>SERVICE DESCRIPTION</u>	<u>CURRENT FEES FY 08-09</u>
*	87077MH		Organism Identification	\$ 14.00
	87077RL		Organism Identification	\$ 14.00
*	82951MH		Oral Glucose Tolerance (3 hr.)	\$ 50.00
	82951RL		Oral Glucose Tolerance (3 hr.)	\$ 50.00
*	82952MH		Oral Glucose Tolerance (3 hr.)	\$ 7.00
	82952RL		Oral Glucose Tolerance (3 hr.)	\$ 7.00
*	82950MH		O'Sul Tolerance (1 hr. GTT)	\$ 17.00
	82950RL		O'Sul Tolerance (1 hr. GTT)	\$ 17.00
*	88142MH		Pap Smear	\$ 30.00
	88142RL		Pap Smear	\$ 30.00
*	86747MH		Parvo B 19 IGG/IGM	\$ 22.00
	86747RL		Parvo B 19 IGG/IGM	\$ 22.00
*	88305MH		Pathology	\$ 110.00
	88305RL		Pathology	\$ 110.00
*	84146MH		Prolactin	\$ 29.00
	84146RL		Prolactin	\$ 29.00
*	85610MH		PT	\$ 8.00
	85610RL		PT	\$ 8.00
*	85730MH		PTT	\$ 11.00
	85730RL		PTT	\$ 11.00
*	85044MH		Retic Count	\$ 8.00
	85044RL		Retic Count	\$ 8.00
*	87425MH		Rotovirus ag, EIA	\$ 18.00
	87425RL		Rotovirus ag, EIA	\$ 18.00
*	86762MH		Rubella IGG/IGM	\$ 22.00
	86762RL		Rubella IGG/IGM	\$ 22.00
*	86765MH		Rubeolla IGG	\$ 20.00
	86765RL		Rubeolla IGG	\$ 20.00
*	87210MH		Smear, Stain Interpret	\$ 7.00
	87210RL		Smear, Stain Interpret	\$ 7.00
*	84436MH		T4	\$ 10.00
	84436RL		T4	\$ 10.00
*	80156RL		Tegratol Level	\$ 23.00
*	80156MH		Tegratol Level	\$ 23.00
*	84479MH		T3	\$ 12.00
	84479RL		T3	\$ 12.00
*	86777MH		Toxoplasmosis IGG	\$ 22.00
	86777RL		Toxoplasmosis IGG	\$ 22.00
*	82491MH		Triliptal Level	\$ 32.00
	82491RL		Triliptal Level	\$ 32.00
*	84478MH		Triglycerides	\$ 10.00
	84478RL		Triglycerides	\$ 10.00
*	84443MH		TSH	\$ 25.00
	84443RL		TSH	\$ 25.00
*	84550MH		Uric Acid (serum)	\$ 9.00
	84550RL		Uric Acid (serum)	\$ 9.00
*	82575MH		Urine 24 hr. for Prot/Creat.	\$ 17.00
	82575RL		Urine 24 hr. for Prot/Creat.	\$ 17.00

UNION COUNTY HEALTH DEPARTMENT
FEE SCHEDULE 2008-2009

<u>FEE SLIDES</u>	<u>CPT CODE</u>	<u>REQ'D MOD.</u>	<u>SERVICE DESCRIPTION</u>	<u>CURRENT FEES FY 08-09</u>
*	87088MH		Urine Culture	\$ 17.00
	87088RL		Urine Culture	\$ 17.00
*	87186MH		Urine Sensitivity	\$ 16.00
	87186RL		Urine Sensitivity	\$ 16.00
*	86787MH		Varicella-Zoster IGG/IGM	\$ 22.00
	86787RL		Varicella-Zoster IGG/IGM	\$ 22.00
*	87252MH		Viral Culture	\$ 85.00
	87252RL		Viral Culture	\$ 85.00
	82607RL		Vitamin B-12	\$ 23.00

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: 10-20-08

Action Agenda Item No. 5/5a
(Central Admin. use only)

SUBJECT: Termination of Membership to Agricultural Advisory Board

DEPARTMENT: NC Cooperative
Extension

PUBLIC HEARING: No

ATTACHMENT(S):
Minutes from Agricultural Advisory
Board meeting on 9-11-08

INFORMATION CONTACT:
Jerry Simpson/Everette Medlin

TELEPHONE NUMBERS:
704-283-3738
704-560-9940

DEPARTMENT'S RECOMMENDED ACTION: Approve Request and open vacancy to Board

BACKGROUND:

FINANCIAL IMPACT: N/A

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation:

**UNION COUNTY
VOLUNTARY FARMLAND PRESERVATION PROGRAM
ORDINANCE
(Amended and Restated as of March 24, 2008)**

**ARTICLE I
TITLE**

An ordinance of the Board of County Commissioners of Union County, North Carolina, entitled, **“VOLUNTARY FARMLAND PRESERVATION PROGRAM ORDINANCE.”**

**ARTICLE II
AUTHORITY**

The articles and sections of this program are adopted pursuant to authority conferred by Article 61 of Chapter 106 of the North Carolina General Statutes (“N.C.G.S.”) and other applicable law.

**ARTICLE III
PURPOSE**

The purpose of this Ordinance is to promote agricultural values and general welfare of the County and more specifically, increase identity and pride in the agricultural community and its way of life; encourage the economic and financial health of agriculture; and increase protection from non-farm development and other negative impacts on properly managed farms.

**ARTICLE IV
DEFINITIONS**

The following are defined for purpose of this Ordinance:

- Advisory Board:** Union County Agricultural Advisory Board.
- Chairman:** Chairman of the Union County Agricultural Advisory Board.
- District:** Voluntary Agricultural District as established by this Ordinance.
- Board of Commissioners:** Union County Board of Commissioners.

ARTICLE V
AGRICULTURAL ADVISORY BOARD

A. Creation

The Board of Commissioners establishes an Agricultural Advisory Board to implement the provisions of this Ordinance.

B. Membership

The Advisory Board shall consist of nine (9) voting members and three (3) non-voting members, all appointed by the Board of Commissioners; provided, however, that the number of voting members may be increased without amendment to this Ordinance if necessary for the Board of Commissioners to comply with Article V(C)(v) below.

C. Membership Requirements

- i. Each Advisory Board member shall be a Union County resident.
- ii. At least six (6) of the nine (9) voting members shall be actively engaged in farming.
- iii. One of the Advisory Board members shall be the President of the Union County Farm Bureau or his designee.
- iv. One of the Advisory Board members shall be a member of the Board of Commissioners who shall serve in a non-voting capacity.
- v. One of the Advisory Board members shall be the District Conservationist of the Union Soil and Water Conservation District who shall serve in an ex officio and non-voting capacity.
- vi. One of the Advisory Board members shall be a second employee on staff with the Union Soil and Water Conservation District who shall serve in a non-voting capacity.
- vii. The members actively engaged in farming shall be selected for appointment by the Board of Commissioners from the names of individuals submitted to the Board of Commissioners by the Soil and Water Conservation District, the Cooperative Extension Service, the Agricultural Stabilization Conservation Service Committee, and the Union County Farm Bureau with an effort to have the broadest geographical representation possible.

viii. Each District shall have a member on the Advisory Board.

D. Tenure

As to voting members, the initial board is to consist of 3 appointees for terms of one year, 3 appointees for terms of two years, and 3 appointees for terms of three years. Thereafter, all appointments are to be for terms of three years, with reappointments permitted. Members shall serve at the pleasure of the Board of Commissioners.

As to non-voting members, (i) the Advisory Board member who is a member of the Board of Commissioners shall serve for a term of one year, with appointment being made generally at the first meeting of the Board of Commissioners in December of each year, as is the Board=s custom; (ii) the District Conservationist of the Union Soil and Water Conservation District shall serve ex officio this position; and (iii) the second employee on staff with the Union Soil and Water Conservation District shall serve for a term of three years, with the initial term of such appointment to be extended by the shortest period of time necessary for the three-year term to coincide with appointment of three voting members.

E. Vacancies

* Any vacancy on the Advisory Board is to be filled by the Board of Commissioners for the remainder of the unexpired term.

Failure of a member to attend three regularly scheduled meetings during a calendar year without being excused shall be deemed adequate cause for a determination of vacancy. In the event a member fails to attend three meetings without being excused by the Advisory Board, the Advisory Board members shall take a vote on whether to recommend that member=s continuation or termination of membership. If the vote results in a recommendation that membership be terminated, the Advisory Board Chairman shall report this recommendation to the Board of Commissioners. The Board of Commissioners shall give due consideration to any recommendation provided by the Advisory Board, but shall not be bound by such recommendation.

F. Funding

The per diem compensation of the members of the Advisory Board shall be fixed by the Board of Commissioners, and funds shall be appropriated to the Advisory Board to perform its duties.

G. **Advisory Board Procedure**

1. **Chairman**

The Advisory Board shall elect a Chairman and Vice-chairman each year at its first meeting of the fiscal year. The Chairman shall preside over all regular or special meetings of the Advisory Board. In the absence or disability of the Chairman, the Vice-chairman shall preside and shall exercise all the powers of the Chairman. Additional officers may be elected as needed.

2. **Jurisdiction**

The Advisory Board may adopt rules of procedure not inconsistent with this Ordinance or with other provisions of State law.

3. **Advisory Board Year**

The Advisory Board shall use the Union County fiscal year as its meeting year.

4. **Meetings**

Meetings of the Advisory Board shall be held at the call of the Chairman and at such other times as the Advisory Board may specify in its rules of procedure. A meeting shall be held at least every two months, and notice of any meetings to the members shall be in writing, unless otherwise agreed to by all Advisory Board members. All meetings of the Advisory Board shall be announced and conducted in accordance with Article 33C of Chapter 143 of the North Carolina General Statutes, the North Carolina Open Meetings Law.

5. **Majority Vote**

The concurring vote of a majority of the members of the Advisory Board shall be necessary to pass upon any matter on which it may act under this Ordinance.

6. **Records**

The Advisory Board shall keep minutes of the proceedings showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact.

H. **Duties**

The Advisory Board shall:

1. Review and make recommendations concerning the establishment and modification of agricultural districts;
2. Conduct public hearings;
3. Advise the Board of Commissioners on projects, programs or issues affecting the agricultural economy or activities within the County that will affect agricultural districts;
4. Review and make recommendations concerning proposed amendments to this Ordinance;
5. Prepare a draft of the report required by G.S. 106-743, and Article XIII of this Ordinance, giving the status, progress and activities of the County=s farmland preservation program;
6. Study additional methods of farmland preservation and make recommendations to the Board of Commissioners;
7. Advise Cooperative Extension and the Board of Commissioners on a variety of matters, to include the Commission-approved Agricultural Services and Conference Center operating rules and regulations; and
8. Perform other agricultural related tasks or duties assigned by the Board of Commissioners.

The Advisory Board may consult with the Cooperative Extension Office, the Natural Resource Conservation Service office in Union County, the North Carolina Department of Agriculture, the Union County Farm Bureau, the North Carolina Farm Bureau, and any other such agency the Advisory Board deems necessary to perform the duties imposed pursuant to this Ordinance.

**ARTICLE VI
CREATION OF VOLUNTARY AGRICULTURAL DISTRICTS**

A. **Implementation**

In order to implement the purposes stated in Article III, this program provides for the creation of voluntary agricultural districts which meet one of the following standards:

1. The District shall contain a minimum of 20 contiguous acres of qualified farmland; OR
2. The District shall contain two or more qualified farms which contain a minimum of 20 acres and are located within a mile of each other.

B. Encourage Reformation

The County may take such action as it deems appropriate through the Advisory Board or other entities or individuals to encourage the formation of the Districts and to further their purposes and objectives, including the implementation of a public information program to reasonably inform landowners of the farmland preservation program.

C. Display

The Districts shall be marked on County maps displayed for public view in the following County offices:

1. Planning Department
2. Cooperative Extension
3. Any other office deemed necessary by the Advisory Board and approved by the Board of Commissioners.

D. Withdrawal

In the event that one or more participants in the District withdraws, or loses eligibility to participate, and the acreage in the District becomes less than the minimum acreage required or results in the remaining land being non-contiguous, a voluntary agricultural district will continue to exist so long as there is one qualifying farm.

**ARTICLE VII
QUALIFICATION OF FARMLAND**

A. Requirements

1. In order for farmland to qualify under this Article, it must be real property that:
 - a. Is participating in the farm present-use-value taxation program established by N.C.G.S. Section 105-277.2 through Section 105-277.7 or is otherwise determined by the County to meet all the qualifications of this program set forth in N.C.G.S. Section 105-277.3;

- b. Is certified by the Natural Resource Conservation Service of the United States Department of Agriculture as being a farm on which at least two-thirds of the land is composed of soils that:
 - i. are best suited for providing food, seed, fiber, forage, timber, and oil seed crops;
 - ii. have good soil qualities;
 - iii. are favorable for all major crops common to the county where the land is located;
 - iv. have a favorable growing season; and
 - v. receive the available moisture needed to produce high yields for an average of eight out of ten years;

OR

on which at least two-thirds of the land has been actively used in agricultural, horticultural or forestry operations as defined by N.C.G.S. Sections 105-277.2(1), (2) and (3) during each of the five previous years, measured from the date on which the determination must be made as to whether the land in question qualifies;

- c. Is managed, if highly erodible land exists on the farm, in accordance with the Natural Resource Conservation Service defined erosion control practices that are addressed to highly erodible land; and
- d. Is the subject of a conservation agreement, as defined in N.C.G.S. Section 121-35, between the County and the owner of such land that prohibits non-farm use or development of such land for a period of at least ten years, except for the creation of not more than three lots that meet applicable zoning and subdivision regulations of the jurisdiction in which such district is located.

**ARTICLE VIII
APPLICATION AND APPROVAL PROCEDURE**

A. Application Procedure

- 1. A landowner may apply to establish a District or to add qualifying farmland to an existing District by making application to the Chairman of the Advisory Board or

a designated staff person using forms provided by the Advisory Board. The application shall be designed to establish eligibility in accordance with the provisions of this Ordinance.

2. The landowner shall execute an agreement to sustain, encourage and promote agriculture in the District. The requirement for an agreement may be satisfied by the conservation agreement required in Article VII(A)(1)(d).

B. Approval Process

1. Upon receipt of an application, the Chairman will forward copies to the following agencies for their prompt evaluation and response:
 - a. The Union County Tax Administrator's office; and
 - b. The Union County Soil and Water Conservation District and the Natural Resource Conservation Service office.
2. Upon receipt of responses from the offices of the Union County Tax Administrator, the Union County Soil and Water Conservation District, and the Natural Resource Conservation Service, the Advisory Board shall meet within thirty (30) days to consider the application. The Chairman shall endeavor to notify the applicant by first-class mail of the Advisory Board's recommendation within fifteen (15) days.
3. The Advisory Board shall forward its recommendation to the Board of Commissioners for consideration. Action by the Board of Commissioners regarding approval or disapproval of the application shall be final.

**ARTICLE IX
REVOCATION OF CONSERVATION AGREEMENT**

A landowner of qualifying farmland may revoke a conservation agreement upon written notice to the County. The County, upon recommendation by the Advisory Board, may revoke a conservation agreement due to non-compliance by the landowner. Any such revocation shall result in loss of qualifying farm status and loss of eligibility to participate in a District.

**ARTICLE X
PUBLIC HEARINGS**

A. Purpose

No state or local public agency or governmental unit may formally initiate any action to

condemn any interest in qualifying farmland within a District until such agency or unit has requested the Advisory Board to hold a public hearing on the proposed condemnation.

B. Procedure

1. Upon receiving a request, the Advisory Board shall publish notice describing the proposed action in a newspaper of general circulation in Union County within five (5) business days of the request, and will in the same notice notify the public of a public hearing on the proposed condemnation, to be held within twenty (20) days of receipt of the request.
2. The Advisory Board shall meet to formulate recommendations regarding:
 - a. whether the need for the project has been satisfactorily established by the agency or unit of government involved, including a review of any fiscal impact analysis conducted by the agency involved; and
 - b. whether there exist alternatives to the proposed action that have less impact on and disruption to the agricultural activities of the District within which the proposed action is to take place.
3. The Advisory Board may consult with the County Cooperative Extension Agent, U.S.D.A. Natural Resource Conservation Service District Conservationist, the Union County Farm Bureau and with any other individuals, agencies or organizations deemed by the Advisory Board to be necessary for its review of the proposed action.
4. Not later than thirty (30) days after receiving a request to hold the public hearing, the Advisory Board shall submit a report containing its findings and recommendations regarding the proposed action to the decision-making body of the agency proposing acquisition. To the extent practicable, the report shall be made available to the public for comment prior to its being conveyed to the decision-making body of the agency proposing acquisition.
5. Pursuant to N.C.G.S. Section 106-740, the agency or unit of government proposing acquisition shall not initiate a condemnation action while the proposed condemnation is properly before the Advisory Board within these time limitations.

**ARTICLE XI
PUBLIC NOTICE**

A. Procedure

Upon approval of a District or of modification to a District by the Board of Commissioners, the Advisory Board shall provide to the Union County GIS office such information and materials as may be necessary to enable the GIS office to prepare maps designating the location of the Districts established pursuant to this Ordinance. Within a reasonable time after receipt of such information and materials, the Union County GIS office shall prepare or update appropriate maps so as to allow determination of the proximity of a particular tract to a District by those desiring such information. Maps shall be accessible to the public as indicated in Article VI(C).

B. Signs

To the extent legally permissible, the County Manager may cause signs to be placed along public roadways to notify the public of the presence or proximity of a District.

C. Limit of Liability

In no event shall the County or any of its officers, employees, or agents be held liable in damages for any misfeasance, malfeasance, or nonfeasance occurring in good faith in connection with the duties or obligations imposed by this Ordinance.

D. No Cause of Action

In no event shall any cause of action arise out of the failure of a person researching the title of a particular tract to report to any person the proximity of the tract to a qualifying farm or voluntary agricultural district as defined in this Ordinance.

**ARTICLE XII
WAIVER OF WATER AND SEWER ASSESSMENTS**

A. No Assessment

The Union County Public Works Department shall not require the connection of improvements on qualifying farms within a District to Union County water and/or sewer systems.

B. Abeyance

Water and sewer assessments will be held in abeyance, without interest, for farms inside a

District, until improvements on such property are connected to the water or sewer system for which the assessment was made.

C. **Termination of Abeyance**

When the period of abeyance ends, the assessment is payable in accordance with the terms set out in the assessment resolution.

D. **Suspension of Statute of Limitations**

Statutes of limitations are suspended during the time that any assessment is held in abeyance without interest.

E. **Other Statutory Abeyance Procedures**

Nothing in this section is intended to diminish the authority of the County to hold assessments in abeyance under N.C.G.S. Section 153A-201.

F. **Conflict with Water and/or Sewer System Construction and Improvements Grants**

To the extent that this section conflicts with the terms of federal, State, or other grants under which County water and/or sewer systems are constructed, this section shall not apply.

**ARTICLE XIII
NORTH CAROLINA AGENCY NOTIFICATION**

Record Annually With the Department of Agriculture

A record of this Ordinance shall be recorded with the North Carolina Commissioner of Agriculture's office after adoption. The County shall make an annual report to the North Carolina Commissioner of Agriculture as specified in N.C.G.S. Section 106-743.

**ARTICLE XIV
LEGAL PROVISIONS**

A. **Severability**

If any article, section, subsection, clause, phrase or portion of this Ordinance is for any reason invalid or unconstitutional as determined by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

B. Conflict With Other Ordinances and Statutes

Whenever the provisions of this Ordinance conflict with other Ordinances of Union County, this Ordinance shall govern to the extent permitted by law. Whenever the

provisions of any federal or state statute require more restrictive provisions than are required by this Ordinance, the provisions of such statute shall govern.

C. **Amendments**

This Ordinance may be amended from time to time by the Board of Commissioners.

D. **Jurisdiction**

Pursuant to G.S. § 53A-122, the territorial jurisdiction of this Ordinance shall be those parts of Union County not within a municipality.

Adopted this the 7th day of May, 2001.

Amended and Restated as of March 24, 2008

UNION COUNTY BOARD OF COMMISSIONERS

Chairman

ATTEST:

Clerk to Board of Commissioners

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: October 6, 2008

Action Agenda Item No. 516
(Central Admin. use only)

SUBJECT: Classification Plan Amendment

DEPARTMENT: Personnel

PUBLIC HEARING: No

ATTACHMENT(S):

1. Position Classification Position Counts Form
2. Job Description
3. Financial Information for Position Change Request form
4. Signed Form PD-118 from North Carolina Office of State Personnel

INFORMATION CONTACT:

Mark Watson

TELEPHONE NUMBERS:

704.283.3869

DEPARTMENT'S RECOMMENDED ACTION: Approve the reclassification of position #511088 from Medical Office Assistant to Licensed Practical Nurse I. Pay Grade will remain at 58.

BACKGROUND: The needs of the department have changed requiring this position to be more involved in direct patient care.

FINANCIAL IMPACT: No additional FTEs are required. There will be no change in salary and benefits.

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation:

**County of Union
Changes to
Position Classification
Position Counts**

Does this request result in amendments to the County's Position Classification Plan?

<input checked="" type="checkbox"/>	Yes – complete Part A
<input type="checkbox"/>	No

Does this request modify the agency's regular full-time or regular part-time position counts contained in the approved budget?

<input type="checkbox"/>	Yes – complete Part B
<input checked="" type="checkbox"/>	No

A. Position Classification Plan

Job Description	<input type="checkbox"/> New	<input checked="" type="checkbox"/> Change	<input type="checkbox"/> Deletion
Job Title	MOA to an LPN I		
Pay Grade	58 to a 58		
General Statement of Job			
Organizational Assignment			
Justification	On 8/19/08, OSP approved this reclassification.		


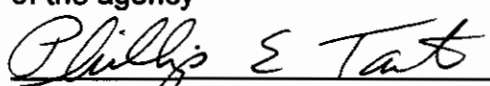
B. Budgeted Position Counts

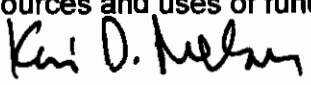
Position Counts	Regular full time	Regular part-time
Current authorized	<u>98.40</u>	<u>5.80</u>
This modification	<u>0.00</u>	<u>0.00</u>
Amended authorization	<u>98.40</u>	<u>5.80</u>

Current fiscal year financial impact	0
Annualized fiscal impact	0

Source of Funds	State mandated county funding
-----------------	-------------------------------

Certifications:

Position classification has been properly allocated to the appropriate classification and grade  Personnel Director	Position classification is necessary for the efficient and effective administration of the agency  Agency Director
--	--

Sources and uses of funds are accurate and available  Finance Director

Please route this form as follows:

Personnel → Finance → County Manager → Personnel

Once all signatures are obtained on this form, please return to Personnel.

LPN I - INMATE HEALTH

I. A. Primary Purpose of Organizational Unit:

The primary purpose of the Jail Health Division of the Union County Health Department is to: 1) Develop and maintain standards of quality health care with an emphasis on health promotion and disease prevention, and, 2) Develop and implement jail health services to meet the medical needs of the inmates.

B. Primary Purpose of Position:

The employee provides specialized practical nurse work in the care and treatment of inmates as directed by Physician Extender. Work activities include education and instruction of inmates under the supervision of the Physician Extender. Employee administers and helps inventory medical and pharmacy supplies as directed by the Physician Extender. Employee screens incoming inmates for health concerns and medications. Employee assists in tracking medical conditions with Physician Extender's direction, and documents care according to protocol.

C. Work Schedule:

Various shifts available.

II. A. DESCRIPTION OF RESPONSIBILITIES AND DUTIES:

Employee obtains family and medical history of inmates and assists the Physician Extender with examinations. Employee assists the Physician Extender with medical evaluation and treatment of sick inmates. Employee must be able to adequately and properly triage sick calls in absence of Physician Extender. Employee must have knowledge and skill set to appropriately follow current standing orders. Employee must possess the wisdom, experience, and education to question any standing order that may need revision or modification. Employee performs appropriate screening, diagnostic, and therapeutic procedures as directed by the Physician Extender. Employee must be able to review medical screening and recognize any disease entity that requires immediate attention. Employee must be able to individually respond to any emergency that occurs involving any inmate or detention officer. Employee provides inmates with instructions on health conditions and treatment protocols as directed by the Physician Extender. Employee provides administration and inventory of medications under the direct supervision of the Physician Extender. Employee assists Physician Extender in monitoring the pharmacy and inventory of medications as well as monitoring medical supplies and providing information for ordering of supplies. Employee assists the Physician Extender in the follow-up of lab reports by being able to recognize normal from abnormal values and having the knowledge of which labs must be reported for immediate action as opposed to those that can be held for 24-48 hours prior to being reviewed by the Physician Extender. Employee assists the Physician Extender and/or Physician with referrals. Employee must be able to determine which referrals are urgent and which do not need immediately attention. Employee must maintain appointment records, inform officers of appointment time and directions, and track appointments, which includes calling for written progress notes when appropriate. Employee documents care in a timely, accurate and concise manner.

Other Duties

Employees may be assigned additional duties as deemed necessary by the Physician Extender and/or Physician, Health Director, or Sheriff.

II.B. OTHER POSITION CHARACTERISTICS:

1. Accuracy Required in Work:

Employee must carry out duties and responsibilities with high degree of accuracy and strictly follow all Health Department and Sheriff's Department protocols.

2. Consequence of Error:

Errors could result in injury and/or inappropriate care to inmates. Failure to follow protocols could result in personal injury.

3. Instructions Provided to Employee:

Duties are assigned by the Physician Extender. Instructions are provided as needed by the Physician Extender. Tracking and follow-up activities are self-directed with guidance and direction by the Physician Extender.

4. Guides, Regulations, Policies, and References Used by Employee:

Sheriff's Department, Health Department, and Program Policy and Procedure Manuals, State program guidelines, State laws, physicians' orders, and direction from the supervising Physician Extender.

5. Supervision Received by Employee:

Work is performed under the guidance and supervision of a Physician Extender. Work is reviewed while in progress through observation and examination of results and documentation.

6. Variety and Purpose of Personal Contacts:

Work requires contacts with various patient population groups and ages. Work requires contact with hospitals, mental health providers, pharmacies, and physicians. Work also requires frequent contact and cooperation/collaboration with other staff members of the jail including nurses, officers, physicians, and clerical support staff.

7. Physical Effort:

Work involves clinic duties that require periods of sitting, standing, walking, bending, climbing stairs, and some lifting. Work also involves desk responsibilities that are basically sedentary.

8. Work Environment and Conditions:

Employee has clinical exposure to communicable diseases including HIV, and Hepatitis B, and other blood-borne diseases. Work could be hazardous at times, however, guards will be present

at all times when inmates are provided medical services. Employee will work occasionally with inmates who are uncooperative, unpleasant, physically and verbally abusive.

9. **Machines, Tools, Instruments, Equipment, and Materials Used:**

Medical Equipment: Various medical instruments and equipment. Office machines include copier, calculator, telephone and computer.

10. **Visual Attention, Mental Concentration, and Manipulative Skills:**

Close visual attention necessary with records and reports, patient--screening activities, and in performing nursing procedures. Most intense mental concentration is required in obtaining and giving patient information, and in performing various nursing functions.

11. **Safety for Others:**

Employee must adhere to agency safety policies to assure personal safety as well as safety of the staff. Precautions are taken to prevent hazards of medication error and to prevent needle stick injuries and other body fluid exposure to self as well as others in the work environment.

12. **Dynamics of Work:**

Work assignments vary some of the duties and types of client contact from day to day. There is occasional need to change work schedule, work assignment, and continuous need to update techniques and procedures.

III. **KNOWLEDGE, SKILLS, ABILITIES, TRAINING AND EXPERIENCE REQUIREMENTS:**

A. **Knowledge, Skills, and Abilities:**

General knowledge of practical nursing techniques in the routine care and treatment of stable, subacute, convalescent, and chronically ill clients; general knowledge of sanitation, personal hygiene, basic health and safety precautions applicable to the area of work. Ability to make accurate observations of patients' conditions and to record and communicate this clearly; ability to understand the special physical and emotional problems of clients, and to establish and maintain effective working relationships with them; ability to work with others in the performance of these duties and assisting with other routine tasks of a reasonably high level of complexity.

B. **Required Minimum Training:**

Graduation from a State accredited program of practical nurse education; or an equivalent combination of education and experience.

C. **License or Certification Required by Statute or Regulation:**

Licensed to practice as a practical nurse in North Carolina by the NC Board of Nursing.

<p style="text-align: center;">INSTRUCTIONS FOR COMPLETING FORM PD-118</p> <p>North Carolina Office of State Personnel POSITION ACTION FORM Local Human Services Agencies: Department of Social Services Public Health Area Mental Health</p>	<ol style="list-style-type: none"> 1. Submit original and (1) copy to OSP Consulting Team 2. Sections 1,2,3,4, & 5 to be completed by local agency, signed by County official (if required) & section 6 by Office of State Personnel 3. Attach original and (1) copy of Position Description (PD102) to all requests except abolishment 4. Attach updated organizational chart
--	--

1. LOCAL AGENCY Union County Health Dept. DATE SUBMITTED July 29, 2008
 UNIT/SECTION Jail Health

2. **BASIC POSITION INFORMATION:** (Complete for all actions requested)

Current Classification: Medical Office Assistant (MOA) ⁶²
 Type of position: Permanent Temporary Part-time % of time _____

3. **POSITION ACTION (CHECK ONE):**

Requested Effective Date: _____

- A. Establish New Position: Classification Medical Office Assistant (MOA) ^{LPN} *Kel*
 Approved Salary Grade 58 (6²) Approved Salary Range \$25,745 - \$38,618
- B. Reallocate: Proposed Classification _____ Position # _____
 Approved Salary Grade _____ Approved Salary Range \$ _____
- C. Abolish: Existing Position/Classification _____ Position _____

*Qualified
impact
of class
or
4/23/08*

4. **EXPLANATION: (State needs for requested action. Identify special project positions.)**

In order to adequately staff Union County Health Department's Jail Health Division for its ever-growing population of inmates, a current Medical Office Assistant position needs to be reclassified to a Licensed Practical Nurse II position. The enclosed job description has been revised to take into account the safety of the employee with regard to the patients served.

5. **AUTHORIZATION BY LOCAL DEPARTMENT:** This request has been officially authorized and sufficient funds are budgeted and approved for use.

<i>George E. Tost</i>	<u>7-29-08</u>	<i>[Signature]</i>	<u>7-26-08</u>
Agency Director	Date	County Official (if applicable)	Date

6. Approved Classification LPN-I Position # _____
 Action Revised and Approved (reason on reverse) Effective Date _____
 Action Request Disapproved (reason on reverse)

[Signature]
 OFFICE OF STATE PERSONNEL
 (Continue on reverse side or additional sheet if needed) Date Approved 8-19-08

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: 10/6/08

Action Agenda Item No. 517
(Central Admin. use only)

SUBJECT: Interlocal Agreement with Village of Lake Park

DEPARTMENT: Planning
Legal

PUBLIC HEARING: No

ATTACHMENT(S):
Interlocal Agreement prepared by
Village attorney, as revised by UC
Legal Dept.

INFORMATION CONTACT:
Jeff Crook

TELEPHONE NUMBERS:
704-283-3673

DEPARTMENT'S RECOMMENDED ACTION: Approve interlocal agreement with Village of Lake Park affirming County's duty to administer and enforce the floodplain provisions of the Union County Land Use Ordinance within Lake Park municipal limits, and authorize the County Manager to make minor revisions, as necessary, following final legal review.

BACKGROUND: Union County currently enforces the Union County Land Use Ordinance within the municipal limits of the Village of Lake Park. Pursuant to a separate item on the October 6 agenda, the Board of Commissioners will consider approval of floodplain maps (comprising a new Floodplain and Floodway Overlay District) and certain text amendments in order to comply with requirements, including an October 16 deadline, imposed by the State of North Carolina and FEMA. Upon adoption, these provisions will apply within the Village of Lake Park unless and until Lake Park assumes responsibility for its zoning and subdivision control pursuant to G.S. 160A-360. The Village's attorney indicates that the Village must comply with the same deadline imposed on the County, and it is his understanding that the applicable federal authorities may not accept the County's duty to enforce the Land Use Ordinance within Lake Park as satisfaction of the Village's duty to adopt the updated floodplain maps and text. Therefore, he has requested that the County adopt an interlocal agreement, a method reportedly acceptable to federal authorities, whereby the County would agree to administer and enforce these same floodplain provisions. The Village also intends to adopt the County's floodplain provisions as a "stand-alone" ordinance. Thus, the purpose of this interlocal agreement is to affirm to the satisfaction of federal authorities that Union County will administer and enforce the new floodplain provisions within Village limits. Provisions have been added to require that Lake Park amend its stand-alone ordinance such that its floodplain provisions remain at all times identical to those in the County's Land Use Ordinance. In short, the County

is agreeing to do no more than it is already obligated to do.

FINANCIAL IMPACT:

Legal Dept. Comments if applicable:

Finance Dept. Comments if applicable:

Manager Recommendation:

VILLAGE OF LAKE PARK

Intergovernmental Agreement between Village of Lake Park and the County of Union, North Carolina

This resolution and agreement, made and entered into this the 14th day of October, 2008, by and between the Village of Lake Park, a municipal corporation organized and existing pursuant to the laws of the State of North Carolina, Party of the First Part and hereinafter referred to as the VILLAGE and Union County, a political subdivision of the State of North Carolina established and operating pursuant to the laws of the State of North Carolina, Party of the Second Part and hereinafter referred to as the COUNTY;

WITNESSETH:

WHEREAS, the VILLAGE and the COUNTY, pursuant to the authority granted by the North Carolina General Statutes 160A-461, and any other applicable State law hereby covenant and agree as follows:

1. That the VILLAGE hereby contracts with the COUNTY to administer and enforce the VILLAGE's Flood Damage Prevention Ordinance within the corporate limits and extra-territorial jurisdiction of the VILLAGE; provided that during the term of this Agreement the VILLAGE agrees to maintain and amend its ordinance provisions, as necessary, such that they remain at all times identical to the corresponding provisions of the Union County Land Use Ordinance, including but not limited to the Floodplain and Floodway Overlay Zoning District and Article XXIV, Flood Damage Prevention.
2. That the COUNTY'S Flood Damage Prevention provisions and all flood plain mapping as of October 6, 2008 are hereby adopted by the VILLAGE, through execution of this Interlocal Agreement, as well as by separate Resolution of the Village Council as a free standing ordinance.
3. That the services so provided by Union County shall be performed at no cost to the VILLAGE. However, should any claims arise out of the services provided by the COUNTY under this agreement, the VILLAGE agrees to indemnify and hold the COUNTY, its officers, employees, agents and contractors harmless from any and all claims for liability, loss, injury, damages to persons or property, costs or attorney's fees resulting from any action brought against Union County, its officers, employees, agents, and contractors arising as a result of these services performed on behalf of the VILLAGE that are the subject matter of this Agreement.
4. That all fees and charges, if any, adopted by the Board of County Commissioners associated with administering the Flood Damage Prevention Ordinance shall be collected by the COUNTY, shall be the sole property of the COUNTY, and no part thereof shall be payable to the VILLAGE.

5. That all development to take place within the VILLAGE's corporate limits or extra-territorial jurisdiction shall be subject to the rules and regulations set forth in the aforementioned Flood Damage Prevention Ordinance.
6. That this Agreement shall continue until such time as either the VILLAGE or COUNTY resolves to discontinue the Agreement and presents six (6) months written notice to the other party of said termination or upon mutual agreement of both parties, or until such time as the VILLAGE elects to assume Article 19 powers of Chapter 160A of the North Carolina General Statutes, pursuant to G.S. 160A-360.
7. This Agreement may only be modified in writing and executed by both parties.
8. That the effective date of this Interlocal Agreement shall be October 14th, 2008 and shall renew annually until terminated by either party or replaced by entry into another similar agreement.
9. That this agreement shall not be deemed or construed under any circumstances to impose on the COUNTY any greater or lesser duty for administering and enforcing the provisions of the Union County Land Use Ordinance within the corporate limits or extraterritorial jurisdiction of the Village of Lake Park than would otherwise be applicable, but for this interlocal agreement.

IN WITNESS WHEREOF, the Village of Lake Park has caused this Agreement to be signed in its name by its Mayor, attested by its Clerk, and its Official Seal to be hereunto affixed, and Union County has caused this agreement to be signed in its name by the Chair of the Board of Commissioners and attested by the Clerk of its Board and its Official Seal to be hereunto affixed, the day and year first above written.

VILLAGE OF LAKE PARK

This the ____ day of _____, 2008.

By _____, Mayor

ATTEST _____, Clerk

UNION COUNTY

This the ___ day of _____, 2008.

By _____, County Manager.

ATTEST _____, Clerk

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: October 6, 2008

Action Agenda Item No. 518

(Central Admin. use only)

SUBJECT: UCPS Addition/Renovation Projects

DEPARTMENT: UCPS
Finance

PUBLIC HEARING: No

ATTACHMENT(S):
Capital Project Ordinance Amendment
108

INFORMATION CONTACT:
Dr. Davis
Don Hughes
Kai Nelson

TELEPHONE NUMBERS:

704.283.3647
704.296.5960
704.292.2522

DEPARTMENT'S RECOMMENDED ACTION: Adopt Capital Project Ordinance Number 108

BACKGROUND: The BOE has requested partial funding for several projects contained in the 2008 Capital Improvement Program (for the period 2009-2013). The projects are a part of the "near term" decisions made by the BOCC at their September 15 meeting and include:

1. Architectural and engineering (A&E) funding for the Comprehensive Facility Study which will identify systemwide improvements at UCPS facilities
2. A&E funding for Piedmont High School renovations
3. A&E funding for New Salem Elementary School renovations
4. A&E funding for Sun Valley High School additions and renovations. Classroom additions will provide 375 additional seats increasing capacity from 1225 to 1600
5. A&E funding for Western Union Elementary School renovations

The above projects will be funded from the proceeds of a 4th quarter FY2009 Certificates of Participation issue. Pending the issuance of the new debt, the cashflows to fund the expenses will be provided from unexpended general obligation bond proceeds issued under the 2006 Referendum authorization.

CPO #108 also includes funding for off-site water system improvements for Elementary School L being constructed on Poplin Road and additional funding for unforeseen costs and/or omissions necessary to complete the renovations at Wesley Chapel Elementary School. Funds

for these two projects are available within the individual project budgets and are part of the 2006 Referendum authorization.

FINANCIAL IMPACT: Included in the 2008 CIP with funding coming from 2006 Bond Referendum sales and a pending 2009 COPs issue

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation: _____

CAPITAL PROJECT ORDINANCE AMENDMENT

BUDGET School Bond Fund - 55 REQUESTED BY Kai Nelson
 FISCAL YEAR FY 2008-2009 DATE October 6, 2008

PROJECT SOURCES

Source Description and Code	Project To Date	Requested Amendment	Revised Project
G.O. Bond Proceeds	473,564,108	2,354,408	475,918,516
All Other Revenue	1,363,308	-	1,363,308
	<u>474,927,416</u>	<u>2,354,408</u>	<u>477,281,824</u>

PROJECT USES

Project Description and Code	Project To Date	Requested Amendment	Revised Project
Elementary School "L" (115C-429b project allocation)	16,412,592	95,000	16,507,592
Wesley Chapel Elem School (115C-429b project allocation)	4,576,995	135,743	4,712,738
Comprehensive Facility Study (115C-429b project allocation)	-	555,000	555,000
Sun Valley HS A&R (115C-429b project allocation)	-	369,219	369,219
Piedmont HS A&R (115C-429b project allocation)	-	625,899	625,899
Western Union Elem Sch A&R (115C-429b project allocation)	-	236,500	236,500
New Salem Elem Sch A&R (115C-429b project allocation)	-	337,047	337,047
All Other School Projects	453,937,829	-	453,937,829
	<u>474,927,416</u>	<u>2,354,408</u>	<u>477,281,824</u>

EXPLANATION: Funding requests submitted by UCPS for various projects listed above pursuant to 115C-429b.

DATE: _____

APPROVED BY: _____
 Bd of Comm/County Manager
 Lynn West/Clerk to the Board

ANCE POSTING PURPOSES ONLY

PROJECT SOURCES

Source Description and Code	Project To Date	Requested Amendment	Revised Project
G.O. Bond Proceeds 55491100-4710-530	473,564,108	2,354,408	475,918,516
	<u>473,564,108</u>	<u>2,354,408</u>	<u>475,918,516</u>

PROJECT USES

Project Description and Code	Project To Date	Requested Amendment	Revised Project
Elementary School "L" (115C-429b project allocation) 55559200-5586-563	16,412,592	95,000	16,507,592
Wesley Chapel Elem School (115C-429b project allocation) 55559200-5586-512	4,576,995	135,743	4,712,738
Comprehensive Facility Study (115C-429b project allocation) 55559200-5586-564	-	555,000	555,000
Piedmont HS A&R (115C-429b project allocation) 55559200-5586-566	-	625,899	625,899
New Salem Elem Sch A&R (115C-429b project allocation) 55559200-5586-568	-	337,047	337,047
Sun Valley HS A&R (115C-429b project allocation) 55559200-5586-565	-	369,219	369,219
Western Union Elem Sch A&R (115C-429b project allocation) 55559200-5586-567	-	236,500	236,500
	<u>20,989,587</u>	<u>2,354,408</u>	<u>23,343,995</u>

Prepared By dhc
 Posted By _____
 Date _____

Number CPO - 108



UNION COUNTY PUBLIC SCHOOLS

500 North Main Street, Suite 700 • Monroe, North Carolina 28112 - 4786
704/283-3733 Or 704/283-3854 Fax: 704/289-1536

Dr. Ed Davis
Superintendent

L. Dean Arp, Jr., Chairman
John Collins, Vice Chairman

John H. Crowder Dr. Sharon Gallagher Carolyn
Lowder Kimberly Morrison-Hansley
John Parker Kim Rogers Richard Weiner

MEMORANDUM

TO: Al Greene, County Manager

FROM: Dr. Ed Davis, Superintendent **ZED**

SUBJECT: Funding Request
Comprehensive Facilities Study A/E Contract

DATE: September 23, 2008

We are requesting funding from the County Commissioners for architectural and engineering services and associated soft costs for the Comprehensive Facility Study.

The Board of Education voted to award the contract to YCH Architects of Concord at their regularly scheduled meeting on September 16, 2008 contingent upon funding from the County. The A/E fee amount is \$400,000.00 and is within budget and is an item included as a part of the 2008 CIP.

The Study will be completed by the end of June 2009 and will be used to compile future school bond referendums.

Thank you for your consideration in this matter.

RECEIVED
SEP 23 2008
UNION COUNTY PUBLIC SCHOOLS
ADMINISTRATIVE SERVICES



UNION COUNTY PUBLIC SCHOOLS

500 North Main Street, Suite 700 • Monroe, North Carolina 28112 - 4786
704/283-3733 Or 704/283-3854 Fax: 704/289-1538

Dr. Ed Davis
Superintendent

L. Dean Arp, Jr., Chairman
John Collins, Vice Chairman

John H. Crowder Dr. Sharon Gallagher Carolyn
Lowder Kimberly Morrison-Hanley
John Parker Kim Rogers Richard Weiner

MEMORANDUM

TO: Al Greene, County Manager

FROM: Dr. Ed Davis, Superintendent *ZED*

SUBJECT: Funding Request
 A/E Contract for Piedmont High School A/R

DATE: September 23, 2008

We are requesting funding from the County Commissioners for architectural and engineering services and associated soft costs for the Piedmont High School Addition/Renovation project.

The Board of Education voted to award the contract to Ramsay, Burgin, Smith Architects of Salisbury at their regularly scheduled meeting on September 16, 2008 contingent upon funding from the County. The A/E fee amount is \$530,000.00 and is within budget and is an item included as a part of the 2008 CIP.

The construction project will be completed by the end of July 2010.

Thank you for your consideration in this matter.

RECEIVED
SEP 23 2008
UNION COUNTY
COMMUNITY DEVELOPMENT



UNION COUNTY PUBLIC SCHOOLS

500 North Main Street, Suite 700 • Monroe, North Carolina 28112 - 4786
704/283-3733 Or 704/283-3654 Fax: 704/289-1536

Dr. Ed Davis
Superintendent

L. Dean Arp, Jr., Chairman
John Collins, Vice Chairman

John H. Crowder Dr. Sharon Gallagher Carolyn
Lowder Kimberly Morrison-Hanaley
John Parker Kim Rogers Richard Weiner

MEMORANDUM

TO: Al Greene, County Manager

FROM: Dr. Ed Davis, Superintendent *ZED*

SUBJECT: Funding Request
 A/E Contract for New Salem Elementary School A/R

DATE: September 23, 2008

We are requesting funding from the County Commissioners for architectural and engineering services and associated soft costs for the New Salem Elementary School Addition/Renovation project.

The Board of Education voted to award the contract to Morris Berg Architects of Charlotte at their regularly scheduled meeting on September 16, 2008 contingent upon funding from the County. The A/E fee amount is \$299,000.00 and is within budget and is an item included as a part of the 2008 CIP.

The construction project will be completed in July 2010.

Thank you for your consideration in this matter.

RECEIVED
SEP 23 2008
UNION COUNTY
SCHOOL DISTRICT



UNION COUNTY PUBLIC SCHOOLS

500 North Main Street, Suite 700 • Monroe, North Carolina 28112 - 4786
704/283-3733 Or 704/283-3854 Fax: 704/289-1536

Dr. Ed Davis
Superintendent

L. Dean Arp, Jr., Chairman
John Collins, Vice Chairman

John H. Crowder Dr. Sharon Gallagher Carolyn
Lowder Kimberly Morrison-Hansley
John Parker Kim Rogers Richard Weiner

MEMORANDUM

TO: Al Greene, County Manager

FROM: Dr. Ed Davis, Superintendent *ZED*

SUBJECT: Funding Request
 A/E Contract for Sun Valley High School A/R

DATE: September 23, 2008

We are requesting funding from the County Commissioners for architectural and engineering services and associated soft costs for the Sun Valley High School Addition/Renovation project.

The Board of Education voted to award the contract to YCH Architects of Concord at their regularly scheduled meeting on September 16, 2008 contingent upon funding from the County. The A/E fee amount is \$315,000.00 and is within budget and is an item included as a part of the 2008 CIP.

The construction project will be completed in December 2010.

Thank you for your consideration in this matter

RECEIVED
SEP 23 2008
UNION COUNTY
FINANCIAL SERVICES



UNION COUNTY PUBLIC SCHOOLS

500 North Main Street, Suite 700 • Monroe, North Carolina 28112 - 4786
704/283-3733 Or 704/283-3654 Fax: 704/289-1536

Dr. Ed Davis
Superintendent

L. Dean Arp, Jr., Chairman
John Collins, Vice Chairman

John H. Crowder Dr. Sharon Gallagher Carolyn
Lowder Kimberly Morrison-Hansley
John Parker Kim Rogers Richard Weiner

MEMORANDUM

TO: Al Greene, County Manager

FROM: Dr. Ed Davis, Superintendent *ZED*

SUBJECT: Funding Request
 A/E Contract for Western Union ES A/R

DATE: September 23, 2008

We are requesting funding from the County Commissioners for architectural and engineering services and associated soft costs for the Western Union Elementary School Addition/Renovation project.

The Board of Education voted to award the contract to Isaacs and Associates Architects of Cornelius at their regularly scheduled meeting on September 16, 2008 contingent upon funding from the County. The A/E fee amount is \$154,500.00 and is within budget and is an item included as a part of the 2008 CIP.

The construction project will be completed in July 2010.

Thank you for your consideration in this matter.





UNION COUNTY PUBLIC SCHOOLS

500 North Main Street, Suite 700 • Monroe, North Carolina 28112 - 4788
704/283-3733 Or 704/283-3664

Fax: 704/289-1536

Dr. Ed Davis
Superintendent

L. Dean Arp, Jr., Chairman
John Collins, Vice Chairman

John H. Crowder Dr. Sheron Gallagher Carolyn
Lowder Kimberly Morrison-Hansley
John Perker Kim Rogers Richard Weiner

MEMORANDUM

TO: Al Greene, County Manager

FROM: Dr. Ed Davis, Superintendent *ZED*

SUBJECT: Funding for the Elementary School L Construction

DATE: September 22, 2008

We are requesting additional funding for the construction for Elementary School L to be located on Poplin Road. This school is scheduled to open in August 2009.

This funding request is for the installation of the off-site water system and is for \$92,430.00 plus associated testing.

The Board of Education voted to award the water project to State Utility Contractors, Inc. at their Work Session on September 16, 2008 contingent upon funding from the County. This project is a part of the 2006 CIP and was included with the 2006 Bond Referendum and is within budget.

We hope you agree with our findings and provide the additional funds for the project.

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date:

Action Agenda Item No. 8

(Central Admin. use only)

SUBJECT: Rezoning of all Floodplain and Floodway Overlay Zoning Districts and Text Amendment to incorporate new floodmaps and new state requirements

DEPARTMENT: Planning

PUBLIC HEARING: No

ATTACHMENT(S):

INFORMATION CONTACT:

Lee Jenson
Richard Black
Amy Helms

TELEPHONE NUMBERS:

704-283-3605
704-292-2580
704-283-3520

DEPARTMENT'S RECOMMENDED ACTION: Consider Adoption

BACKGROUND: In 2005-2007 the State of North Carolina through a Cooperating Technical State (CTS) agreement with FEMA undertook an extensive remapping of the floodplain areas in Union County. This remapping used newer engineering technology coupled with the latest topographic and aerial maps to redelinate all floodplains in Union County. The result is a more accurate picture of what the flood areas in Union County look like. These maps will replace the maps currently in use, which date to 1994. The new maps require a public hearing to adopt and when adopted will be the county's Floodplain and Floodway Overlay Zoning District.

The text amendment will incorporate into our Land Use Ordinance text approved by North Carolina and FEMA. Some of this language includes new terminology related to the maps and some of the language is more legal in nature. The text was incorporated into a new article because the new language exceeded the space staff had to work with within the existing floodplain sections. The draft is more restrictive than the state's model in one respect. It allows development within the floodplain only after county approval of a no impact or no rise certification. This certifies that no increase of base flood levels will occur as a result of any proposed development.

The Union County Planning Board, at their August 5, 2008 meeting, considered these

amendments and unanimously recommended approval as submitted. The Board of Commissioners conducted a public hearing on September 15, 2008. No one spoke in favor or against the proposed amendments.

FINANCIAL IMPACT:

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation:

AGENDA ITEM

8
10/6/08

**STATEMENTS OF CONSISTENCY FOR THE PROPOSED AMENDMENT TO
THE UNION COUNTY ZONING MAP**

The Planning Board has recommended that the Board of County Commissioners adopt new maps that will replace the current maps for the Floodplain and Floodway Overlay Districts in the unincorporated areas of Union County as well as within the Village of Lake Park and the Town of Hemby Bridge. The proposed maps were produced by the State of North Carolina and establish Special Flood Hazard Areas.

TO APPROVE THE AMENDMENT

Pursuant to N.C.G.S. §153A-341, the Board of County Commissioners does hereby find and determine that the proposed map amendment is consistent with the Union County Land Use Plan, and that the adoption of the proposed map amendment is reasonable and in the public interest because the amendment will help minimize public and private losses due to flood conditions within flood prone areas and thereby promote the public health, safety, and general welfare.

TO DENY THE AMENDMENT

Pursuant to N.C.G.S. §153A-341, the Board of Commissioners does hereby find and determine that the proposed map amendment is consistent with the Union County Land Use Plan, but that denial of the proposed map amendment is reasonable, in the public interest, and consistent with the Union County Land Use Plan because the current Union County Zoning Map sufficiently minimizes public and private losses due to flood conditions within flood prone areas and thereby promotes the public health, safety, and general welfare.

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date:

Action Agenda Item No. _____ 9
(Central Admin. use only)

SUBJECT: Rezoning of all Floodplain and Floodway Overlay Zoning Districts and Text Amendment to incorporate new floodmaps and new state requirements

DEPARTMENT: Planning

PUBLIC HEARING: No

ATTACHMENT(S):

INFORMATION CONTACT:

Lee Jenson
Richard Black
Amy Helms

TELEPHONE NUMBERS:

704-283-3605
704-292-2580
704-283-3520

DEPARTMENT'S RECOMMENDED ACTION: Consider Adoption

BACKGROUND: In 2005-2007 the State of North Carolina through a Cooperating Technical State (CTS) agreement with FEMA undertook an extensive remapping of the floodplain areas in Union County. This remapping used newer engineering technology coupled with the latest topographic and aerial maps to redelinate all floodplains in Union County. The result is a more accurate picture of what the flood areas in Union County look like. These maps will replace the maps currently in use, which date to 1994. The new maps require a public hearing to adopt and when adopted will be the county's Floodplain and Floodway Overlay Zoning District.

The text amendment will incorporate into our Land Use Ordinance text approved by North Carolina and FEMA. Some of this language includes new terminology related to the maps and some of the language is more legal in nature. The text was incorporated into a new article because the new language exceeded the space staff had to work with within the existing floodplain sections. The draft is more restrictive than the state's model in one respect. It allows development within the floodplain only after county approval of a no impact or no rise certification. This certifies that no increase of base flood levels will occur as a result of any proposed development.

The Union County Planning Board, at their August 5, 2008 meeting, considered these

amendments and unanimously recommended approval as submitted. The Board of Commissioners conducted a public hearing on September 15, 2008. No one spoke in favor or against the proposed amendments.

FINANCIAL IMPACT:

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation:

**STATEMENTS OF CONSISTENCY FOR PROPOSED TEXT AMENDMENTS
TO THE UNION COUNTY LAND USE ORDINANCE**

MEETING DATE 10/16/08

The Planning Board has recommended that the Board of County Commissioners: adopt a new Article XXIV Flood Damage Prevention and a new Section 117 Enforcement and Review of Floodplains and Floodways; amend Section 4 Bona Fide Farms Exempt, Section 15 Definitions, Section 79 Major Subdivision Final Plan Approval Process, Section 94 Interpretations, Section 139 Floodplain and Floodway Overlay Districts, Article XVI Floodplains, Drainage, and Storm Water Management, Appendix A-5 Existing Natural, Man-Made and Legal Features, Appendix A-6 Proposed Changes in Existing Features or New Features, Appendix A-7 Documents and Written Information in Addition to Plans, Appendix F-6 Manufactured Home Park Procedures – Final Plat, and Appendix G-5 Plan Preparation Requirements; and delete Section 93 Variances From Floodplain or Floodway Requirements, Section 253 Permissible Uses Within Floodways and Floodplains, Section 254 Construction Within Floodways and Floodplains Restricted, Section 255 Special Provisions for Subdivisions, Section 256 Water Supply and Sanitary Sewer Systems in Floodways and Floodplains, Section 257 Additional Duties of Administrator Related to Flood Insurance and Flood Control, Section 258 Location of Boundaries of Floodplain and Floodway Districts, Section 259 Setbacks from Streams Outside Designated Floodplains, and Section 260 Reserved.

TO APPROVE THE AMENDMENTS

Pursuant to N.C.G.S. §153A-341, the Board of Commissioners does hereby find and determine that the proposed text amendments are consistent with the Union County Land Use Plan, and that the adoption of the proposed text amendments is reasonable and in the public interest because the amendments are designed to minimize public and private losses due to flood conditions within flood prone areas and thereby promote the public health, safety, and general welfare.

TO DENY THE AMENDMENTS

Pursuant to N.C.G.S. §153A-341, the Board of Commissioners does hereby find and determine that the proposed text amendments are consistent with the Union County Land Use Plan, but that denial of the proposed text amendments is reasonable, in the public interest, and consistent with the Union County Land Use Plan because the current Land Use Ordinance sufficiently minimizes public and private losses due to flood conditions within flood prone areas and thereby promotes the public health, safety, and general welfare.

Add new article XXIV

Article XXIV
FLOOD DAMAGE PREVENTION

Sec. 380 STATUTORY AUTHORIZATION.

The Legislature of the State of North Carolina has in Part 6, Article 21 of Chapter 143; Parts 3 and 4 of Article 18 of Chapter 153A; and Part 121, Article 6 of Chapter 153A of the North Carolina General Statutes, delegated to local governmental units the responsibility to adopt regulations designed to promote the public health, safety, and general welfare.

Therefore, the Board of County Commissioners of Union County, North Carolina, does ordain as follows:

Sec. 381 FINDINGS OF FACT.

- (a) The flood prone areas within the jurisdiction of Union County are subject to periodic inundation which results in loss of life, property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures of flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety, and general welfare.
- (b) These flood losses are caused by the cumulative effect of obstructions in floodplains causing increases in flood heights and velocities and by the occupancy in flood prone areas of uses vulnerable to floods or other hazards.

Sec. 382 STATEMENT OF PURPOSE.

It is the purpose of this ordinance to promote public health, safety, and general welfare and to minimize public and private losses due to flood conditions within flood prone areas by provisions designed to:

- (a) restrict or prohibit uses that are dangerous to health, safety, and property due to water or erosion hazards or that result in damaging increases in erosion, flood heights or velocities;
- (b) require that uses vulnerable to floods, including facilities that serve such uses, be protected against flood damage at the time of initial construction;
- (c) control the alteration of natural floodplains, stream channels, and natural protective barriers, which are involved in the accommodation of floodwaters;
- (d) control filling, grading, dredging, and all other development that may increase erosion or flood damage; and
- (e) prevent or regulate the construction of flood barriers that will unnaturally divert flood waters or which may increase flood hazards to other lands.

Sec. 383 OBJECTIVES.

The objectives of this ordinance are to:

- (a) protect human life, safety, and health;
- (b) minimize expenditure of public money for costly flood control projects;

- (c) minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- (d) minimize prolonged business losses and interruptions;
- (e) minimize damage to public facilities and utilities (i.e. water and gas mains, electric, telephone, cable and sewer lines, streets, and bridges) that are located in flood prone areas;
- (f) help maintain a stable tax base by providing for the sound use and development of flood prone areas; and
- (g) ensure that potential buyers are aware that property is in a Special Flood Hazard Area.

Sec. 384 DEFINITIONS.

Unless specifically defined below, words or phrases used in this article shall be interpreted so as to give them the meaning they have in common usage and to give this ordinance its most reasonable application.

“Accessory Structure (Appurtenant Structure)” means a structure located on the same parcel of property as the principal structure and the use of which is incidental to the use of the principal structure. Garages, carports and storage sheds are common urban accessory structures. Pole barns, hay sheds and the like qualify as accessory structures on farms, and may or may not be located on the same parcel as the farm dwelling or shop building.

“Addition (to an existing building)” means an extension or increase in the floor area or height of a building or structure.

“Appeal” means a request for a review of the Floodplain Administrator's interpretation of any provision of this article.

“Area of Special Flood Hazard” see “Special Flood Hazard Area (SFHA)”.

“Base Flood” means the flood having a one (1) percent chance of being equaled or exceeded in any given year.

“Base Flood Elevation (BFE)” means a determination of the water surface elevations of the base flood as published in the Flood Insurance Study. When the BFE has not been provided in a “Special Flood Hazard Area”, it may be obtained from engineering studies available from a Federal, State, or other source using FEMA approved engineering methodologies. This elevation, when combined with the “Freeboard”, establishes the “Regulatory Flood Protection Elevation”.

“Basement” means any area of the building having its floor subgrade (below ground level) on all sides.

“Building” see “Structure”.

“Chemical Storage Facility” means a building, portion of a building, or exterior area adjacent to a building used for the storage of any chemical or chemically reactive products.

“Development” means any man-made change to improved or unimproved real estate, including, but not limited to, buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials.

“Disposal” means, as defined in NCGS 130A-290(a)(6), the discharge, deposit, injection, dumping, spilling, leaking, or placing of any solid waste into or on any land or water so that the solid waste or any constituent part of the solid waste may enter the environment or be emitted into the air or discharged into any waters, including groundwaters.

“Elevated Building” means a non-basement building which has its lowest elevated floor raised above ground level by foundation walls, shear walls, posts, piers, pilings, or columns.

“Encroachment” means the advance or infringement of uses, fill, excavation, buildings, structures or development into a floodplain, which may impede or alter the flow capacity of a floodplain.

“Essential Services” means an activity or structure that is required to provide safe movement of traffic and the provision of utilities. Specifically, these services are: street, road, highway, and railroad crossings, overhead and underground utility

crossings where crossings are made perpendicular to the stream, municipal and county owned sanitary sewers, stormwater facilities, and stream restoration activities.

“Existing Manufactured Home Park or Manufactured Home Subdivision” means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) was completed before the initial effective date of the floodplain management regulations adopted by the community.

“Flood” or “Flooding” means a general and temporary condition of partial or complete inundation of normally dry land areas from:

- (1) the overflow of inland or tidal waters; and/or
- (2) the unusual and rapid accumulation or runoff of surface waters from any source.

“Flood Boundary and Floodway Map (FBFM)” means an official map of a community, issued by the Federal Emergency Management Agency, on which the Special Flood Hazard Areas and the floodways are delineated. This official map is a supplement to and shall be used in conjunction with the Flood Insurance Rate Map (FIRM).

“Flood Hazard Boundary Map (FHBM)” means an official map of a community, issued by the Federal Emergency Management Agency, where the boundaries of the Special Flood Hazard Areas have been defined as Zone A.

“Flood Insurance” means the insurance coverage provided under the National Flood Insurance Program.

“Flood Insurance Rate Map (FIRM)” means an official map of a community, issued by the Federal Emergency Management Agency, on which both the Special Flood Hazard Areas and the risk premium zones applicable to the community are delineated.

“Flood Insurance Study (FIS)” means an examination, evaluation, and determination of flood hazards, corresponding water surface elevations (if appropriate), flood hazard risk zones, and other flood data in a community issued by the Federal Emergency Management Agency. The Flood Insurance Study report includes Flood Insurance Rate Maps (FIRMs) and Flood Boundary and Floodway Maps (FBFMs), if published.

“Flood Prone Area” see “Floodplain”

“Flood Zone” means a geographical area shown on a Flood Hazard Boundary Map or Flood Insurance Rate Map that reflects the severity or type of flooding in the area.

“Floodplain” means any land area susceptible to being inundated by water from any source.

“Floodplain Administrator” is the individual appointed to administer and enforce the floodplain management regulations.

“Floodplain Development Permit” means any type of permit that is required in conformance with the provisions of this article, prior to the commencement of any development activity.

“Floodplain Management” means the operation of an overall program of corrective and preventive measures for reducing flood damage and preserving and enhancing, where possible, natural resources in the floodplain, including, but not limited to, emergency preparedness plans, flood control works, floodplain management regulations, and open space plans.

“Floodplain Management Regulations” means this article and other zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances, and other applications of police power. This term describes Federal, State or local regulations, in any combination thereof, which provide standards for preventing and reducing flood loss and damage.

“Floodproofing” means any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitation facilities, structures, and their contents.

“Floodway” means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one (1) foot.

“Freeboard” means the height added to the Base Flood Elevation (BFE) to account for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, blockage of bridge openings, and the hydrological effect of urbanization of the watershed. The Base Flood Elevation (BFE) plus the freeboard establishes the “Regulatory Flood Protection Elevation”.

“Functionally Dependent Facility” means a facility which cannot be used for its intended purpose unless it is located in close proximity to water, limited to a docking or port facility necessary for the loading and unloading of cargo or passengers, shipbuilding, or ship repair. The term does not include long-term storage, manufacture, sales, or service facilities.

“Hazardous Waste Management Facility” means, as defined in NCGS 130A, Article 9, a facility for the collection, storage, processing, treatment, recycling, recovery, or disposal of hazardous waste.

“Highest Adjacent Grade (HAG)” means the highest natural elevation of the ground surface, prior to construction, immediately next to the proposed walls of the structure.

“Historic Structure” means any structure that is:

- (a) listed individually in the National Register of Historic Places (a listing maintained by the US Department of Interior) or preliminarily determined by the Secretary of Interior as meeting the requirements for individual listing on the National Register;
- (b) certified or preliminarily determined by the Secretary of Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- (c) individually listed on a local inventory of historic landmarks in communities with a “Certified Local Government (CLG) Program”; or
- (d) certified as contributing to the historical significance of a historic district designated by a community with a “Certified Local Government (CLG) Program”.

Certified Local Government (CLG) Programs are approved by the US Department of the Interior in cooperation with the North Carolina Department of Cultural Resources through the State Historic Preservation Officer as having met the requirements of the National Historic Preservation Act of 1966 as amended in 1980.

“Lowest Adjacent Grade (LAG)” means the elevation of the ground, sidewalk or patio slab immediately next to the building, or deck support, after completion of the building.

“Lowest Floor” means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access, or limited storage in an area other than a basement area is not considered a building's lowest floor, provided that such an enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of this article.

“Manufactured Home” means a structure, transportable in one or more sections, which is built on a permanent chassis and designed to be used with or without a permanent foundation when connected to the required utilities. The term “manufactured home” does not include a “recreational vehicle”.

“Manufactured Home Park or Subdivision” means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

“Market Value” means the building value, not including the land value and that of any accessory structures or other improvements on the lot. Market value may be established by independent certified appraisal; replacement cost depreciated for age of building and quality of construction (Actual Cash Value); or adjusted tax assessed values.

“Mean Sea Level” means, for purposes of this ordinance, the National Geodetic Vertical Datum (NGVD) as corrected in 1929, the North American Vertical Datum (NAVD) as corrected in 1988, or other vertical control datum used as a reference for establishing varying elevations within the floodplain, to which Base Flood Elevations (BFEs) shown on a FIRM are referenced. Refer to each FIRM panel to determine datum used.

“New Construction” means structures for which the “start of construction” commenced on or after the effective date of the initial floodplain management regulations and includes any subsequent improvements to such structures.

“Non-Encroachment Area” means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one (1) foot as designated in the Flood Insurance Study report.

“Post-FIRM” means construction or other development for which the “start of construction” occurred on or after the effective date of the initial Flood Insurance Rate Map.

“Pre-FIRM” means construction or other development for which the “start of construction” occurred before the effective date of the initial Flood Insurance Rate Map.

“Principally Above Ground” means that at least 51% of the actual cash value of the structure is above ground.

“Recreational Vehicle (RV)” means a vehicle, which is:

- (a) built on a single chassis;
- (b) 400 square feet or less when measured at the largest horizontal projection;
- (c) designed to be self-propelled or permanently towable by a light duty truck; and
- (d) designed primarily not for use as a permanent dwelling, but as temporary living quarters for recreational, camping, travel, or seasonal use.

“Reference Level” is the top of the lowest floor for structures within Special Flood Hazard Areas designated as Zone A1-A30, AE, A, or A99.

“Regulatory Flood Protection Elevation” means the “Base Flood Elevation” plus the “Freeboard”. In “Special Flood Hazard Areas” where Base Flood Elevations (BFEs) have been determined, this elevation shall be the BFE plus two (2) feet of freeboard. In “Special Flood Hazard Areas” where no BFE has been established, this elevation shall be at least two (2) feet above the highest adjacent grade.

“Remedy a Violation” means to bring the structure or other development into compliance with State and community floodplain management regulations, or, if this is not possible, to reduce the impacts of its noncompliance. Ways that impacts may be reduced include protecting the structure or other affected development from flood damages, implementing the enforcement provisions of the ordinance or otherwise deterring future similar violations, or reducing Federal financial exposure with regard to the structure or other development.

“Riverine” means relating to, formed by, or resembling a river (including tributaries), stream, brook, etc.

“Salvage Yard” means any non-residential property used for the storage, collection, and/or recycling of any type of equipment, and including but not limited to vehicles, appliances and related machinery.

“Solid Waste Disposal Facility” means any facility involved in the disposal of solid waste, as defined in NCGS 130A-290(a)(35).

“Solid Waste Disposal Site” means, as defined in NCGS 130A-290(a)(36), any place at which solid wastes are disposed of by incineration, sanitary landfill, or any other method.

“Special Flood Hazard Area (SFHA)” means the land in the floodplain subject to a one percent (1%) or greater chance of being flooded in any given year, as determined in Section 356 of this ordinance.

“Start of Construction” includes substantial improvement, and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading, and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of the building, whether or not that alteration affects the external dimensions of the building.

“Structure” means a walled and roofed building, a manufactured home, or a gas, liquid, or liquefied gas storage tank that is principally above ground.

“Substantial Damage” means damage of any origin sustained by a structure during any one-year period whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred. See definition of “substantial improvement”.

“Substantial Improvement” means any combination of repairs, reconstruction, rehabilitation, addition, or other improvement of a structure, taking place during any one-year period for which the cost equals or exceeds 50 percent of the market value of the structure before the “start of construction” of the improvement. This term includes structures which have incurred “substantial damage”, regardless of the actual repair work performed. The term does not, however, include either:

- (a) any correction of existing violations of State or community health, sanitary, or safety code specifications which have been identified by the community code enforcement official and which are the minimum necessary to assure safe living conditions; or
- (b) any alteration of a historic structure, provided that the alteration will not preclude the structure's continued designation as a historic structure.

“Threat to Public Safety” and/or “Nuisance” means anything which is injurious to the safety or health of an entire community or neighborhood, or any considerable number of persons, or unlawfully obstructs the free passage or use, in the customary manner, of any navigable lake, or river, bay, stream, canal, or basin.

“Variance” is a grant of relief from the requirements of this article.

“Violation” means the failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in Articles 4 and 5 is presumed to be in violation until such time as that documentation is provided.

“Water Surface Elevation (WSE)” means the height, in relation to mean sea level, of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

“Watercourse” means a lake, river, creek, stream, wash, channel or other topographic feature on or over which waters flow at least periodically. Watercourse includes specifically designated areas in which substantial flood damage may occur.

Sec. 385 LANDS TO WHICH THIS ORDINANCE APPLIES.

This article shall apply to all Special Flood Hazard Areas within the jurisdiction of Union County and within the jurisdiction of any other community whose governing body agrees, by resolution, to such applicability.

Sec. 386 BASIS FOR ESTABLISHING THE SPECIAL FLOOD HAZARD AREAS.

The Special Flood Hazard Areas are those identified under the Cooperating Technical State (CTS) agreement between the State of North Carolina and FEMA in its Flood Insurance Study (FIS) and its accompanying Flood Insurance Rate Maps (FIRM), for Union County dated October 16, 2008 which are adopted by reference and declared to be a part of this ordinance.

The initial Flood Insurance Rate Maps are as follows for the jurisdictional areas at the initial date:
Union County Unincorporated Area, dated July 18 1983, Town of Fairview, dated October 16, 2008, Town of Hemby Bridge, dated October 16, 2008, Town of Indian Trail, dated March 21, 1980, Village of Lake Park, dated January 17, 1997, Town of Marshville, dated July 5, 1994, Village of Marvin, dated January 17, 1997, Town of Mineral Springs, dated July 18, 1983, City of Monroe, dated January 19, 1983, Town of Stallings, dated July 5, 1994, Town of Unionville, dated October 16, 2008, Town of Waxhaw, dated July 5, 1994, Town of Weddington, dated January 17, 1997, Village of Wesley Chapel, dated January 17, 1997, Town of Wingate, dated December 1, 1981.

Sec. 387 ESTABLISHMENT OF FLOODPLAIN DEVELOPMENT PERMIT.

A Floodplain Development Permit shall be required in conformance with the provisions of this article prior to the

commencement of any development activities within Special Flood Hazard Areas determined in accordance with the provisions of Sec. 386 of this ordinance.

Sec. 388 COMPLIANCE.

No structure or land shall hereafter be located, extended, converted, altered, or developed in any way without full compliance with the terms of this article and other applicable regulations.

Sec. 389 ABROGATION AND GREATER RESTRICTIONS.

This article is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this article and another conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

Sec. 390 INTERPRETATION.

In the interpretation and application of this article, all provisions shall be:

- (a) considered as minimum requirements;
- (b) liberally construed in favor of the governing body; and
- (c) deemed neither to limit nor repeal any other powers granted under State statutes.

Sec. 391 WARNING AND DISCLAIMER OF LIABILITY.

The degree of flood protection required by this article is considered reasonable for regulatory purposes and is based on scientific and engineering consideration. Larger floods can and will occur. Actual flood heights may be increased by man-made or natural causes. This article does not imply that land outside the Special Flood Hazard Areas or uses permitted within such areas will be free from flooding or flood damages. This article shall not create liability on the part of Union County or by any officer or employee thereof for any flood damages that result from reliance on this article or any administrative decision lawfully made hereunder.

Sec. 392 PENALTIES FOR VIOLATION.

Violation of the provisions of this article or failure to comply with any of its requirements, including violation of conditions and safeguards established in connection with grants of variance or special exceptions, shall constitute a misdemeanor. Any person who violates this article or fails to comply with any of its requirements shall, upon conviction thereof, be fined not more than \$50.00 or imprisoned for not more than thirty (30) days, or both. Each day such violation continues shall be considered a separate offense. Nothing herein contained shall prevent Union County from taking such other lawful action as is necessary to prevent or remedy any violation.

Sec. 393 DESIGNATION OF FLOODPLAIN ADMINISTRATOR.

The Land Use Administrator, hereinafter referred to as the "Floodplain Administrator", is hereby appointed to administer and implement the provisions of this article.

Sec. 394 FLOODPLAIN DEVELOPMENT APPLICATION, PERMIT AND CERTIFICATION REQUIREMENTS.

- (a) **Application Requirements.** Application for a Floodplain Development Permit shall be made to the Floodplain Administrator prior to any development activities located within Special Flood Hazard Areas. The following items shall be presented to the Floodplain Administrator to apply for a floodplain development permit:
 - (1) A plot plan drawn to scale which shall include, but shall not be limited to, the following specific details of the proposed floodplain development:
 - (i) the nature, location, dimensions, and elevations of the area of development/disturbance; existing and proposed structures, utility systems, grading/pavement areas, fill materials, storage areas, drainage facilities, and other development;
 - (ii) the boundary of the Special Flood Hazard Area as delineated on the FIRM or other flood map as

determined in Sec. 386, or a statement that the entire lot is within the Special Flood Hazard Area;

(iii) flood zone(s) designation of the proposed development area as determined on the FIRM or other flood map as determined in Sec. 386;

(iv) the boundary of the floodway(s) or non-encroachment area(s) as determined in Sec 386;

(v) the Base Flood Elevation (BFE) where provided as set forth in Sec. 386; Sec. 395; or Sec. 400;

(vi) the old and new location of any watercourse that will be altered or relocated as a result of proposed development; and

(vii) the certification of the plot plan by a NC registered land surveyor or professional engineer.

(2) Proposed elevation, and method thereof, of all development within a Special Flood Hazard Area including but not limited to:

(i) Elevation in relation to mean sea level of the proposed reference level (including basement) of all structures;

(ii) Elevation in relation to mean sea level to which any non-residential structure in Zone AE or A will be floodproofed; and

(iii) Elevation in relation to mean sea level to which any proposed utility systems will be elevated or floodproofed.

(3) If floodproofing, a Floodproofing Certificate (FEMA Form 81-65) with supporting data, an operational plan, and an inspection and maintenance plan that include, but are not limited to, installation, exercise, and maintenance of floodproofing measures.

(4) A Foundation Plan, drawn to scale, which shall include details of the proposed foundation system to ensure all provisions of this article are met. These details include but are not limited to:

(i) The proposed method of elevation, if applicable (i.e., fill, solid foundation perimeter wall, solid backfilled foundation, open foundation on columns/posts/piers/piles/shear walls); and

(ii) Openings to facilitate automatic equalization of hydrostatic flood forces on walls in accordance with Sec. 398(b)(4)(c) when solid foundation perimeter walls are used in Zones A, AE, and A1-30.

(5) Usage details of any enclosed areas below the lowest floor.

(6) Plans and/or details for the protection of public utilities and facilities such as sewer, gas, electrical, and water systems to be located and constructed to minimize flood damage.

(7) Certification that all other Local, State and Federal permits required prior to floodplain development permit issuance have been received.

(8) Documentation for placement of Recreational Vehicles and/or Temporary Structures, when applicable, to ensure that the provisions of Sec. 398(b), (6) and (7) of this ordinance are met.

(9) A description of proposed watercourse alteration or relocation, when applicable, including an engineering report on the effects of the proposed project on the flood-carrying capacity of the watercourse and the effects to properties located both upstream and downstream; and a map (if not shown on plot plan) showing the location of the proposed watercourse alteration or relocation.

(b) Permit Requirements. The Floodplain Development Permit shall include, but not be limited to:

(1) A description of the development to be permitted under the floodplain development permit.

- (2) The Special Flood Hazard Area determination for the proposed development in accordance with available data specified in Sec. 386.
- (3) The Regulatory Flood Protection Elevation required for the reference level and all attendant utilities.
- (4) The Regulatory Flood Protection Elevation required for the protection of all public utilities.
- (5) All certification submittal requirements with timelines.
- (6) A statement that no fill material or other development shall encroach into the floodway or non-encroachment area of any watercourse, as applicable.
- (7) The flood openings requirements, if in Zone A, AE or A1-30.

(c) Certification Requirements.

(1) Elevation Certificates

- (i) An Elevation Certificate (FEMA Form 81-31) is required prior to the actual start of any new construction. It shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of the elevation of the reference level, in relation to mean sea level. The Floodplain Administrator shall review the certificate data submitted. Deficiencies detected by such review shall be corrected by the permit holder prior to the beginning of construction. Failure to submit the certification or failure to make required corrections shall be cause to deny a floodplain development permit.
- (ii) An Elevation Certificate (FEMA Form 81-31) is required after the reference level is established. Within seven (7) calendar days of establishment of the reference level elevation, it shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of the elevation of the reference level, in relation to mean sea level. Any work done within the seven (7) day calendar period and prior to submission of the certification shall be at the permit holder's risk. The Floodplain Administrator shall review the certificate data submitted. Deficiencies detected by such review shall be corrected by the permit holder immediately and prior to further work being permitted to proceed. Failure to submit the certification or failure to make required corrections shall be cause to issue a stop-work order for the project.
- (iii) A final as-built Elevation Certificate (FEMA Form 81-31) is required after construction is completed and prior to Certificate of Compliance/Occupancy issuance. It shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of final as-built construction of the elevation of the reference level and all attendant utilities. The Floodplain Administrator shall review the certificate data submitted. Deficiencies detected by such review shall be corrected by the permit holder immediately and prior to Certificate of Compliance/Occupancy issuance. In some instances, another certification may be required to certify corrected as-built construction. Failure to submit the certification or failure to make required corrections shall be cause to withhold the issuance of a Certificate of Compliance/Occupancy.

(2) Floodproofing Certificate

If non-residential floodproofing is used to meet the Regulatory Flood Protection Elevation requirements, a Floodproofing Certificate (FEMA Form 81-65), with supporting data, an operational plan, and an inspection and maintenance plan are required prior to the actual start of any new construction. It shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of the floodproofed design elevation of the reference level and all attendant utilities, in relation to mean sea level. Floodproofing certification shall be prepared by or under the direct supervision of a professional engineer or architect and certified by same. The Floodplain Administrator shall review the certificate data, the operational plan, and the inspection and maintenance plan. Deficiencies detected by such review shall be corrected by the applicant prior to permit approval. Failure to submit the certification or failure to make required corrections shall be cause to deny a floodplain development permit. Failure to construct in accordance with the certified design shall be cause to withhold the issuance of a Certificate of Compliance/Occupancy.

- (3) If a manufactured home is placed within Zone A, AE, or A1-30 and the elevation of the chassis is more than 36 inches in height above grade, an engineered foundation certification is required in accordance with the provisions of Sec. 398(b)(3)(b).
- (4) If a watercourse is to be altered or relocated, a description of the extent of watercourse alteration or relocation; a professional engineer's certified report on the effects of the proposed project on the flood-carrying capacity of the watercourse and the effects to properties located both upstream and downstream; and a map showing the location of the proposed watercourse alteration or relocation shall all be submitted by the permit applicant prior to issuance of a floodplain development permit.
- (5) Certification Exemptions. The following structures, if located within Zone A, AE or A1-30, are exempt from the elevation/floodproofing certification requirements specified Sec. 394(c)(1) and Sec. 394(c)(2):
 - (i) Recreational Vehicles meeting requirements of Sec. 398(b)(6)(a);
 - (ii) Temporary Structures meeting requirements of Sec. 398(b)(7); and
 - (iii) Accessory Structures less than 150 square feet meeting requirements of Sec. 398(b)(8).

Sec. 395 DUTIES AND RESPONSIBILITIES OF THE FLOODPLAIN ADMINISTRATOR.

The Floodplain Administrator shall perform, but not be limited to, the following duties:

- (a) Review all floodplain development applications and issue permits for all proposed development within Special Flood Hazard Areas to assure that the requirements of this ordinance have been satisfied.
- (b) Review all proposed development within Special Flood Hazard Areas to assure that all necessary Local, State and Federal permits have been received.
- (c) Notify adjacent communities and the North Carolina Department of Crime Control and Public Safety, Division of Emergency Management, State Coordinator for the National Flood Insurance Program prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Emergency Management Agency (FEMA).
- (d) Assure that maintenance is provided within the altered or relocated portion of said watercourse so that the flood-carrying capacity is maintained.
- (e) Prevent encroachments into floodways and non-encroachment areas unless the certification and flood hazard reduction provisions of Sec. 402 are met.
- (f) Obtain actual elevation (in relation to mean sea level) of the reference level (including basement) and all attendant utilities of all new and substantially improved structures, in accordance with the provisions of Sec. 394 (c).
- (g) Obtain actual elevation (in relation to mean sea level) to which all new and substantially improved structures and utilities have been floodproofed, in accordance with the provisions of Sec. 394 (c).
- (h) Obtain actual elevation (in relation to mean sea level) of all public utilities in accordance with the provisions of Sec. 394 (c).
- (i) When floodproofing is utilized for a particular structure, obtain certifications from a registered professional engineer or architect in accordance with the provisions of Sec. 394 (c) and Sec. 398(b)(2).
- (j) Where interpretation is needed as to the exact location of boundaries of the Special Flood Hazard Areas, floodways, or non-encroachment areas (for example, where there appears to be a conflict between a mapped boundary and actual field conditions), make the necessary interpretation. The person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in this article.
- (k) When Base Flood Elevation (BFE) data have not been provided in accordance with the provisions of Sec. 386, obtain, review, and reasonably utilize any BFE data, along with floodway data or non-encroachment area data available from

a Federal, State, or other source, including data developed pursuant to Sec. 400(b)(2), in order to administer the provisions of this ordinance.

- (l) When Base Flood Elevation (BFE) data are provided but no floodway or non-encroachment area data have been provided in accordance with the provisions of Sec. 386, obtain, review, and reasonably utilize any floodway data or non-encroachment area data available from a Federal, State, or other source in order to administer the provisions of this ordinance.
- (m) When the lowest floor and the lowest adjacent grade of a structure or the lowest ground elevation of a parcel in a Special Flood Hazard Area are above the Base Flood Elevation (BFE), advise the property owner of the option to apply for a Letter of Map Amendment (LOMA) from FEMA. Maintain a copy of the LOMA issued by FEMA in the floodplain development permit file.
- (n) Permanently maintain all records that pertain to the administration of this ordinance and make these records available for public inspection, recognizing that such information may be subject to the Privacy Act of 1974, as amended.
- (o) Make on-site inspections of work in progress. As the work pursuant to a floodplain development permit progresses, the Floodplain Administrator shall make as many inspections of the work as may be necessary to ensure that the work is being done according to the provisions of the local ordinance and the terms of the permit. In exercising this power, the Floodplain Administrator has a right, upon presentation of proper credentials, to enter on any premises within the jurisdiction of the community at any reasonable hour for the purposes of inspection or other enforcement action.
- (p) Issue stop-work orders as required. Whenever a building or part thereof is being constructed, reconstructed, altered, or repaired in violation of this ordinance, the Floodplain Administrator may order the work to be immediately stopped. The stop-work order shall be in writing and directed to the person doing or in charge of the work. The stop-work order shall state the specific work to be stopped, the specific reason(s) for the stoppage, and the condition(s) under which the work may be resumed. Violation of a stop-work order constitutes a misdemeanor.
- (q) Revoke floodplain development permits as required. The Floodplain Administrator may revoke and require the return of the floodplain development permit by notifying the permit holder in writing stating the reason(s) for the revocation. Permits shall be revoked for any substantial departure from the approved application, plans, and specifications; for refusal or failure to comply with the requirements of State or local laws; or for false statements or misrepresentations made in securing the permit. Any floodplain development permit mistakenly issued in violation of an applicable State or local law may also be revoked.
- (r) Make periodic inspections throughout the Special Flood Hazard Areas within the jurisdiction of the community. The Floodplain Administrator and each member of his or her inspections department shall have a right, upon presentation of proper credentials, to enter on any premises within the territorial jurisdiction of the department at any reasonable hour for the purposes of inspection or other enforcement action.
- (s) Follow through with corrective procedures of Sec. 396.
- (t) Review, provide input, and make recommendations for variance requests.
- (u) Maintain a current map repository to include, but not limited to, the FIS Report, FIRM and other official flood maps and studies adopted in accordance with the provisions of Sec. 386 of this ordinance, including any revisions thereto including Letters of Map Change, issued by FEMA. Notify State and FEMA of mapping needs.
- (v) Coordinate revisions to FIS reports and FIRMs, including Letters of Map Revision Based on Fill (LOMR-Fs) and Letters of Map Revision (LOMRs).

Sec. 396 CORRECTIVE PROCEDURES.

- (a) Violations to be Corrected: When the Floodplain Administrator finds violations of applicable State and local laws, it shall be his or her duty to notify the owner or occupant of the building of the violation. The owner or occupant shall immediately remedy each of the violations of law cited in such notification.
- (b) Actions in Event of Failure to Take Corrective Action: If the owner of a building or property shall fail to take prompt corrective action, the Floodplain Administrator shall give the owner written notice, by certified or registered mail to

the owner's last known address or by personal service, stating:

- (a) that the building or property is in violation of the floodplain management regulations;
 - (b) that a hearing will be held before the Floodplain Administrator at a designated place and time, not later than ten (10) days after the date of the notice, at which time the owner shall be entitled to be heard in person or by counsel and to present arguments and evidence pertaining to the matter; and
 - (c) that following the hearing, the Floodplain Administrator may issue an order to alter, vacate, or demolish the building; or to remove fill as applicable.
- (c) Order to Take Corrective Action: If, upon a hearing held pursuant to the notice prescribed above, the Floodplain Administrator shall find that the building or development is in violation of the Flood Damage Prevention Ordinance, he or she shall issue an order in writing to the owner, requiring the owner to remedy the violation within a specified time period, not less than sixty (60) calendar days, nor more than (180) calendar days. Where the Floodplain Administrator finds that there is imminent danger to life or other property, he or she may order that corrective action be taken in such lesser period as may be feasible.
- (d) Appeal: Any owner who has received an order to take corrective action may appeal the order to the local elected governing body by giving notice of appeal in writing to the Floodplain Administrator and the clerk within ten (10) days following issuance of the final order. In the absence of an appeal, the order of the Floodplain Administrator shall be final. The local governing body shall hear an appeal within a reasonable time and may affirm, modify and affirm, or revoke the order.
- (e) Failure to Comply with Order: If the owner of a building or property fails to comply with an order to take corrective action for which no appeal has been made or fails to comply with an order of the governing body following an appeal, the owner shall be guilty of a misdemeanor and shall be punished at the discretion of the court.

Sec. 397 VARIANCE PROCEDURES.

- (a) The Board of Adjustment as established by Union County, hereinafter referred to as the "appeal board", shall hear and decide requests for variances from the requirements of this ordinance.
- (b) Any person aggrieved by the decision of the appeal board may appeal such decision to the Court, as provided in Chapter 7A of the North Carolina General Statutes.
- (c) Variances may be issued for:
 - (1) the repair or rehabilitation of historic structures upon the determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and that the variance is the minimum necessary to preserve the historic character and design of the structure;
 - (2) functionally dependent facilities if determined to meet the definition as stated in Sec. 384 of this ordinance, provided provisions of Sec. 397(i)(2), (3), and (5) have been satisfied, and such facilities are protected by methods that minimize flood damages during the base flood and create no additional threats to public safety; or
 - (3) any other type of development, provided it meets the requirements of this Section.
- (d) In passing upon variances, the appeal board shall consider all technical evaluations, all relevant factors, all standards specified in other sections of this ordinance, and:
 - (1) the danger that materials may be swept onto other lands to the injury of others;
 - (2) the danger to life and property due to flooding or erosion damage;
 - (3) the susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;

- (4) the importance of the services provided by the proposed facility to the community;
 - (5) the necessity to the facility of a waterfront location as defined under Sec. 384 of this ordinance as a functionally dependent facility, where applicable;
 - (6) the availability of alternative locations, not subject to flooding or erosion damage, for the proposed use;
 - (7) the compatibility of the proposed use with existing and anticipated development;
 - (8) the relationship of the proposed use to the comprehensive plan and floodplain management program for that area;
 - (9) the safety of access to the property in times of flood for ordinary and emergency vehicles;
 - (10) the expected heights, velocity, duration, rate of rise, and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site; and
 - (11) the costs of providing governmental services during and after flood conditions including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, and streets and bridges.
- (e) A written report addressing each of the above factors shall be submitted with the application for a variance.
- (f) Upon consideration of the factors listed above and the purposes of this ordinance, the appeal board may attach such conditions to the granting of variances as it deems necessary to further the purposes and objectives of this ordinance.
- (g) Any applicant to whom a variance is granted shall be given written notice specifying the difference between the Base Flood Elevation (BFE) and the elevation to which the structure is to be built and that such construction below the BFE increases risks to life and property, and that the issuance of a variance to construct a structure below the BFE will result in increased premium rates for flood insurance up to \$25 per \$100 of insurance coverage. Such notification shall be maintained with a record of all variance actions, including justification for their issuance.
- (h) The Floodplain Administrator shall maintain the records of all appeal actions and report any variances to the Federal Emergency Management Agency and the State of North Carolina upon request.
- (i) Conditions for Variances:
- (1) Variances shall not be issued when the variance will make the structure in violation of other Federal, State, or local laws, regulations, or ordinances.
 - (2) Variances shall not be issued within any designated floodway or non-encroachment area if the variance would result in any increase in flood levels during the base flood discharge.
 - (3) Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
 - (4) Variances shall only be issued prior to development permit approval.
 - (5) Variances shall only be issued upon:
 - (i) a showing of good and sufficient cause;
 - (ii) a determination that failure to grant the variance would result in exceptional hardship; and
 - (iii) a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, or extraordinary public expense, create nuisance, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.
- (i) A variance may be issued for solid waste disposal facilities or sites, hazardous waste management facilities, salvage yards, and chemical storage facilities that are located in Special Flood Hazard Areas provided that all of the following

conditions are met.

- (1) The use serves a critical need in the community.
- (2) No feasible location exists for the use outside the Special Flood Hazard Area.
- (3) The reference level of any structure is elevated or floodproofed to at least the Regulatory Flood Protection Elevation.
- (4) The use complies with all other applicable Federal, State and local laws.
- (5) Union County has notified the Secretary of the North Carolina Department of Crime Control and Public Safety of its intention to grant a variance at least thirty (30) calendar days prior to granting the variance.

Sec. 398 PROVISIONS FOR FLOOD HAZARD REDUCTION.

(a) GENERAL STANDARDS.

In all Special Flood Hazard Areas the following provisions are required:

- (1) All new construction and substantial improvements shall be designed (or modified) and adequately anchored to prevent flotation, collapse, and lateral movement of the structure.
- (2) All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.
- (3) All new construction and substantial improvements shall be constructed by methods and practices that minimize flood damages.
- (4) Electrical, heating, ventilation, plumbing, air conditioning equipment, and other service facilities shall be designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding to the Regulatory Flood Protection Elevation. These include, but are not limited to, HVAC equipment, water softener units, bath/kitchen fixtures, ductwork, electric/gas meter panels/boxes, utility/cable boxes, hot water heaters, and electric outlets/switches.
- (5) All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the system.
- (6) New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of floodwaters into the systems and discharges from the systems into floodwaters.
- (7) On-site waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during flooding.
- (8) Any alteration, repair, reconstruction, or improvements to a structure, which is in compliance with the provisions of this ordinance, shall meet the requirements of "new construction" as contained in this ordinance.
- (9) Nothing in this ordinance shall prevent the repair, reconstruction, or replacement of a building or structure existing on the effective date of this ordinance and located totally or partially within the floodway, non-encroachment area, or stream setback, provided there is no additional encroachment below the Regulatory Flood Protection Elevation in the floodway, non-encroachment area, or stream setback, and provided that such repair, reconstruction, or replacement meets all of the other requirements of this ordinance.

- (10) New solid waste disposal facilities and sites, hazardous waste management facilities, salvage yards, and chemical storage facilities shall not be permitted, except by variance as specified in Sec. 397(j). A structure or tank for chemical or fuel storage incidental to an allowed use or to the operation of a water treatment plant or wastewater treatment facility may be located in a Special Flood Hazard Area only if the structure or tank is either elevated or floodproofed to at least the Regulatory Flood Protection Elevation and certified in accordance with the provisions of Sec. 394(c).
- (11) All subdivision proposals and other development proposals shall be consistent with the need to minimize flood damage.
- (12) All subdivision proposals and other development proposals shall have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize flood damage.
- (13) All subdivision proposals and other development proposals shall have adequate drainage provided to reduce exposure to flood hazards.
- (14) All subdivision proposals and other development proposals shall have received all necessary permits from those governmental agencies for which approval is required by Federal or State law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.
- (15) When a structure is partially located in a Special Flood Hazard Area, the entire structure shall meet the requirements for new construction and substantial improvements.
- (16) When a structure is located in multiple flood hazard zones or in a flood hazard risk zone with multiple Base Flood Elevations (BFEs), the provisions for the more restrictive flood hazard risk zone and the highest BFE shall apply.

(b) SPECIFIC STANDARDS.

In all Special Flood Hazard Areas where Base Flood Elevation (BFE) data have been provided, as set forth in Section 386, or Sec. 400, the following provisions, in addition to the provisions of Sec. 398(a), are required:

- (1) Residential Construction. New construction and substantial improvement of any residential structure (including manufactured homes) shall have the reference level, including basement, elevated no lower than the Regulatory Flood Protection Elevation, as defined in Sec. 384 of this ordinance.
- (2) Non-Residential Construction. New construction and substantial improvement of any commercial, industrial, or other non-residential structure shall have the reference level, including basement, elevated no lower than the Regulatory Flood Protection Elevation, as defined in Sec. 384 of this ordinance. Structures located in A, AE, and A1-30 Zones may be floodproofed to the Regulatory Flood Protection Elevation in lieu of elevation provided that all areas of the structure, together with attendant utility and sanitary facilities, below the Regulatory Flood Protection Elevation are watertight with walls substantially impermeable to the passage of water, using structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effect of buoyancy. A registered professional engineer or architect shall certify that the floodproofing standards of this subsection are satisfied. Such certification shall be provided to the Floodplain Administrator as set forth in Sec. 394(c), along with the operational plan and the inspection and maintenance plan.
- (3) Manufactured Homes.
 - (a) New and replacement manufactured homes shall be elevated so that the reference level of the manufactured home is no lower than the Regulatory Flood Protection Elevation, as defined in Sec. 384 of this ordinance.
 - (b) Manufactured homes shall be securely anchored to an adequately anchored foundation to resist flotation, collapse, and lateral movement, either by certified engineered foundation system, or in accordance with the most current edition of the State of North Carolina Regulations for Manufactured Homes adopted by the Commissioner of Insurance pursuant to NCGS 143-143.15. Additionally, when the elevation would be met by an elevation of the chassis thirty-six (36) inches or less above the grade at the site, the chassis shall be supported by reinforced piers or engineered foundation. When the elevation of the chassis is above thirty-six (36) inches in height, an engineering certification is required.

(c) All enclosures or skirting below the lowest floor shall meet the requirements of Sec. 398(b)(4).

(d) An evacuation plan must be developed for evacuation of all residents of all new, substantially improved or substantially damaged manufactured home parks or subdivisions located within flood prone areas. This plan shall be filed with and approved by the Floodplain Administrator and the local Emergency Management Coordinator.

(4) Elevated Buildings. Fully enclosed area, of new construction and substantially improved structures, which is below the lowest floor:

(a) shall not be designed or used for human habitation, but shall only be used for parking of vehicles, building access, or limited storage of maintenance equipment used in connection with the premises. Access to the enclosed area shall be the minimum necessary to allow for parking of vehicles (garage door) or limited storage of maintenance equipment (standard exterior door), or entry to the living area (stairway or elevator). The interior portion of such enclosed area shall not be finished or partitioned into separate rooms, except to enclose storage areas;

(b) shall be constructed entirely of flood resistant materials at least to the Regulatory Flood Protection Elevation; and

(c) shall include, in Zones A, AE, and A1-30, flood openings to automatically equalize hydrostatic flood forces on walls by allowing for the entry and exit of floodwaters. To meet this requirement, the openings must either be certified by a professional engineer or architect or meet or exceed the following minimum design criteria:

(i) A minimum of two flood openings on different sides of each enclosed area subject to flooding;

(ii) The total net area of all flood openings must be at least one (1) square inch for each square foot of enclosed area subject to flooding;

(iii) If a building has more than one enclosed area, each enclosed area must have flood openings to allow floodwaters to automatically enter and exit;

(iv) The bottom of all required flood openings shall be no higher than one (1) foot above the adjacent grade;

(v) Flood openings may be equipped with screens, louvers, or other coverings or devices, provided they permit the automatic flow of floodwaters in both directions; and

(vi) Enclosures made of flexible skirting are not considered enclosures for regulatory purposes, and, therefore, do not require flood openings. Masonry or wood underpinning, regardless of structural status, is considered an enclosure and requires flood openings as outlined above.

(5) Additions/Improvements.

(a) Additions and/or improvements to pre-FIRM structures when the addition and/or improvements in combination with any interior modifications to the existing structure are:

(i) not a substantial improvement, the addition and/or improvements must be designed to minimize flood damages and must not be any more non-conforming than the existing structure.

(ii) a substantial improvement, both the existing structure and the addition and/or improvements must comply with the standards for new construction.

(b) Additions to post-FIRM structures with no modifications to the existing structure other than a standard door in the common wall shall require only the addition to comply with the standards for new construction.

(c) Additions and/or improvements to post-FIRM structures when the addition and/or improvements in combination with any interior modifications to the existing structure are:

(i) not a substantial improvement, the addition and/or improvements only must comply with the standards

for new construction.

(ii) a substantial improvement, both the existing structure and the addition and/or improvements must comply with the standards for new construction.

(6) Recreational Vehicles. Recreational vehicles shall either:

(a) be on site for fewer than 180 consecutive days and be fully licensed and ready for highway use (a recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities, and has no permanently attached additions); or

(b) meet all the requirements for new construction.

(7) Temporary Non-Residential Structures. Prior to the issuance of a floodplain development permit for a temporary structure, the applicant must submit to the Floodplain Administrator a plan for the removal of such structure(s) in the event of a hurricane, flash flood or other type of flood warning notification. The following information shall be submitted in writing to the Floodplain Administrator for review and written approval:

(a) a specified time period for which the temporary use will be permitted. Time specified may not exceed three (3) months, renewable up to one (1) year;

(b) the name, address, and phone number of the individual responsible for the removal of the temporary structure;

(c) the time frame prior to the event at which a structure will be removed (i.e., minimum of 72 hours before landfall of a hurricane or immediately upon flood warning notification);

(d) a copy of the contract or other suitable instrument with the entity responsible for physical removal of the structure; and

(e) designation, accompanied by documentation, of a location outside the Special Flood Hazard Area, to which the temporary structure will be moved.

(8) Accessory Structures. When accessory structures (sheds, detached garages, etc.) are to be placed within a Special Flood Hazard Area, the following criteria shall be met:

(a) Accessory structures shall not be used for human habitation (including working, sleeping, living, cooking or restroom areas);

(b) Accessory structures shall not be temperature-controlled;

(c) Accessory structures shall be designed to have low flood damage potential;

(d) Accessory structures shall be constructed and placed on the building site so as to offer the minimum resistance to the flow of floodwaters;

(e) Accessory structures shall be firmly anchored in accordance with the provisions of Sec. 398(a)(1);

(f) All service facilities such as electrical shall be installed in accordance with the provisions of Sec. 398(a)(4); and

(g) Flood openings to facilitate automatic equalization of hydrostatic flood forces shall be provided below Regulatory Flood Protection Elevation in conformance with the provisions of Sec. 398(b)(4)(c).

An accessory structure with a footprint less than 150 square feet that satisfies the criteria outlined above does not require an elevation or floodproofing certificate. Elevation or floodproofing certifications are required for all other accessory structures in accordance with Sec. 394(c).

Sec. 399 RESERVED.

Sec. 400 STANDARDS FOR FLOODPLAINS WITHOUT ESTABLISHED BASE FLOOD ELEVATIONS.

Within the Special Flood Hazard Areas designated as Approximate Zone A and established in Sec. 386, where no Base Flood Elevation (BFE) data have been provided by FEMA, the following provisions, in addition to the provisions of Sec. 398(a) shall apply:

- (a) No encroachments, including fill, new construction, substantial improvements and other developments shall be permitted unless:
 - (1) it is demonstrated that the proposed encroachment would not result in any increase in the flood levels during the occurrence of the base flood, based on hydrologic and hydraulic analyses performed in accordance with standard engineering practice and presented to the Floodplain Administrator prior to issuance of a floodplain development permit, or
 - (2) for essential services a Conditional Letter of Map Revision (CLOMR) has been approved by FEMA. A Letter of Map Revision (LOMR) must also be obtained upon completion of the proposed encroachment. Development in floodplains, with or without adopted regulatory floodways, shall be held to 44 CFR 65.12 including but not limited to an application to FEMA for conditional approval, individual legal notice, concurrence of any other communities impacted by the proposed actions, and certification of structures.
- (b) If Sec. 400(a) is satisfied, all development shall comply with all applicable flood hazard reduction provisions of this ordinance.
- (c) The BFE used in determining the Regulatory Flood Protection Elevation shall be determined based on the following criteria:
 - (1) When Base Flood Elevation (BFE) data are available from other sources, all new construction and substantial improvements within such areas shall also comply with all applicable provisions of this ordinance and shall be elevated or floodproofed in accordance with standards in Sec. 398(a) and (b).
 - (2) When floodway or non-encroachment data are available from a Federal, State, or other source, all new construction and substantial improvements within floodway and non-encroachment areas shall also comply with the requirements of Sec. 398(b) and Sec. 402.
 - (3) All subdivision, manufactured home park and other development proposals shall provide Base Flood Elevation (BFE) data if development is greater than five (5) acres or has more than fifty (50) lots/manufactured home sites. Such BFE data shall be adopted by reference in accordance with the provisions of Sec. 386 and utilized in implementing this ordinance.
 - (4) When Base Flood Elevation (BFE) data are not available from a Federal, State, or other source as outlined above, the reference level shall be elevated or floodproofed (nonresidential) to or above the Regulatory Flood Protection Elevation, as defined in Sec. 384. All other applicable provisions of Sec. 398(b) shall also apply.

Sec. 401 STANDARDS FOR RIVERINE FLOODPLAINS WITH BASE FLOOD ELEVATIONS BUT WITHOUT ESTABLISHED FLOODWAYS OR NON-ENCROACHMENT AREAS.

Along rivers and streams where Base Flood Elevation (BFE) data is provided by FEMA or is available from another source but neither floodway nor non-encroachment areas are identified for a Special Flood Hazard Area on the FIRM or in the FIS report, the following requirements shall apply to all development within such areas:

- (a) Standards of Sec. 398(a) and (b); and

- (b) No encroachments, including fill, new construction, substantial improvements and other developments shall be permitted unless:
- (1) it is demonstrated that the proposed encroachment would not result in any increase in the flood levels during the occurrence of the base flood, based on hydrologic and hydraulic analyses performed in accordance with standard engineering practice and presented to the Floodplain Administrator prior to issuance of a floodplain development permit, or
 - (2) for essential services a Conditional Letter of Map Revision (CLOMR) has been approved by FEMA. A Letter of Map Revision (LOMR) must also be obtained upon completion of the proposed encroachment. Development in floodplains, with or without adopted regulatory floodways, shall be held to 44 CFR 65.12 including but not limited to an application to FEMA for conditional approval, individual legal notice, concurrence of any other communities impacted by the proposed actions, and certification of structures.
- (c) If Sec. 401(a) is satisfied, all development shall comply with all applicable flood hazard reduction provisions of this ordinance.

Sec. 402 FLOODWAYS AND NON-ENCROACHMENT AREAS.

Areas designated as floodways or non-encroachment areas are located within the Special Flood Hazard Areas established in Sec. 386. The floodways and non-encroachment areas are extremely hazardous areas due to the velocity of floodwaters that have erosion potential and carry debris and potential projectiles. The following provisions, in addition to the standards outlined in Sec. 398(a) and (b), shall apply to all development within such areas:

- (a) No encroachments, including fill, new construction, substantial improvements and other developments shall be permitted unless:
- (1) it is demonstrated that the proposed encroachment would not result in any increase in the flood levels during the occurrence of the base flood, based on hydrologic and hydraulic analyses performed in accordance with standard engineering practice and presented to the Floodplain Administrator prior to issuance of a floodplain development permit, or
 - (2) for essential services a Conditional Letter of Map Revision (CLOMR) has been approved by FEMA. A Letter of Map Revision (LOMR) must also be obtained upon completion of the proposed encroachment. Development in floodplains, with or without adopted regulatory floodways, shall be held to 44 CFR 65.12 including but not limited to an application to FEMA for conditional approval, individual legal notice, concurrence of any other communities impacted by the proposed actions, and certification of structures.
- (b) If Sec. 402(a) is satisfied, all development shall comply with all applicable flood hazard reduction provisions of this ordinance.
- (c) No manufactured homes shall be permitted, except replacement manufactured homes in an existing manufactured home park or subdivision, provided the following provisions are met:
- (1) the anchoring and the elevation standards of Sec. 398(b)(3); and
 - (2) the no encroachment standard of Sec. 402(a).

Sec 403 LEGAL STATUS PROVISIONS.

- (a) EFFECT ON RIGHTS AND LIABILITIES UNDER THE EXISTING FLOOD DAMAGE PREVENTION ORDINANCE.

This ordinance in part comes forward by re-enactment of some of the provisions of the flood damage prevention ordinance enacted May 24, 1983, as amended, and it is not the intention to repeal but rather to re-enact and continue to enforce without interruption of such existing provisions, so that all rights and liabilities that have accrued thereunder are reserved and may be enforced. The enactment of this ordinance shall not affect any action, suit or proceeding instituted or pending. All provisions of the flood damage prevention ordinance of Union County enacted on May 24, 1983, as amended, which are not

reenacted herein are repealed.

Sec. 404 EFFECT UPON OUTSTANDING FLOODPLAIN DEVELOPMENT PERMITS.

Nothing herein contained shall require any change in the plans, construction, size, or designated use of any development or any part thereof for which a floodplain development permit has been granted by the Floodplain Administrator or his or her authorized agents before the time of passage of this ordinance; provided, however, that when construction is not begun under such outstanding permit within a period of six (6) months subsequent to the date of issuance of the outstanding permit, construction or use shall be in conformity with the provisions of this ordinance.

Sec. 405 EFFECTIVE DATE.

This ordinance shall become effective on October 6, 2008.

Sec. 406 ADOPTION CERTIFICATION.

I hereby certify that this is a true and correct copy of the flood damage prevention ordinance as adopted by the Board of Commissioners of Union County, North Carolina, on the 6th day of October, 2008.

WITNESS my hand and the official seal of _____, this the _____ day of _____, 200_____.

(signature)

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: October 6, 2008

Action Agenda Item No. 10
(Central Admin. use only)

SUBJECT: Historic Courthouse Lighting Improvements

DEPARTMENT: General Services

PUBLIC HEARING: No

ATTACHMENT(S):

Picture of building with existing lighting.
Computer generated schematic of proposed lighting design.
Computer generated simulation of the improved lighting levels.

INFORMATION CONTACT:

Barry Wyatt
Dean Glenn

TELEPHONE NUMBERS:

704-283-3868
704-225-7499

DEPARTMENT'S RECOMMENDED ACTION: Consider approving improvements to the Historic Courthouse exterior lighting.

BACKGROUND: Several months ago, an interested citizen suggested improving the lighting levels around the Historic Courthouse to enhance its visibility at night and to showcase it as one of the premier downtown Monroe attractions. Staff worked with a local lighting designer to develop the scheme that is presented here. We have one firm cost estimate including equipment and installation in the amount of \$23,535. Including the designer's fee of \$1,500 for developing the specifications, coordinating the installation and focusing the fixtures the total project cost is \$25,035. If the project is approved, we will solicit at least two additional bids before awarding.

FINANCIAL IMPACT: Kai will provide this.

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation: _____

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: October 6, 2008

Action Agenda Item No. 11a
(Central Admin. use only)

SUBJECT: Mineral Springs VFD

DEPARTMENT: Fire Services **PUBLIC HEARING:** No

ATTACHMENT(S): Letter to Board of Commissioners **INFORMATION CONTACT:** Neal Speer

Budget Ordinance Amendment # 9 **TELEPHONE NUMBERS:**
704-296-4296

DEPARTMENT'S RECOMMENDED ACTION: Adopt Budget Ordinance Amendment # 9

BACKGROUND: Mineral Springs VFD has requested a "waiver" of fees in connection with the construction of its new facility. Under the County's revenue bond trust indenture, the utility is prohibited from providing free services and the County has extended the utility requirement with regard to "no free services" to other County service fees. The County has elected in the past to pay required fees on behalf of certain organizations, most notably VFD's.

The estimated fees in connection with the Mineral Springs VFD construction project is \$7,458.13 with \$5,100 relating to utility connections and \$2,358.13 for inspection fees. Staff's recommendation is to appropriate the funds from contingency to the Fire Services budget for payment of these required fees.

FINANCIAL IMPACT: \$7,458.13

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation: _____

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: October 6, 2008

Action Agenda Item No. 116
(Central Admin. use only)

SUBJECT: Waxhaw VFD

DEPARTMENT: Fire Services **PUBLIC HEARING:** No

ATTACHMENT(S): Cost estimate for utility tap, capacity fees

INFORMATION CONTACT: Neal Speer

Budget Ordinance Amendment # 9

TELEPHONE NUMBERS:
704-296-4296
704-226-5582

DEPARTMENT'S RECOMMENDED ACTION: Adopt Budget Ordinance Amendment # 9

BACKGROUND: Waxhaw VFD has requested a "waiver" of fees in connection with the construction of its new facility. Under the County's revenue bond trust indenture, the utility is prohibited from providing free services and the County has extended the utility requirement with regard to "no free services" to other County service fees. The County has elected in the past to pay required fees on behalf of certain organizations, most notably VFD's.

The estimated fees in connection with the Waxhaw VFD construction project is \$31,882 relating to utility connections fees. All inspection fees will be administered through the Town of Waxhaw. Staff's recommendation is to appropriate the funds from contingency to the Fire Services budget for payment of these required fees.

FINANCIAL IMPACT: \$31,882

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation: _____

BUDGET AMENDMENT

BUDGET Fire Services REQUESTED BY Neal Speer
 FISCAL YEAR FY2009 DATE October 06, 2008

INCREASE

Description

Operating Expenses 39,340

DECREASE

Description

Contingency 39,340

Explanation: Appropriate funding for Mineral Springs VFD and Waxhaw VFD utility connection, inspection and capacity fees.

DATE _____

APPROVED BY _____
 Bd of Comm/County Manager
 Lynn West/Clerk to the Board

FOR POSTING PURPOSES ONLY

DEBIT

CREDIT

<u>Code</u>	<u>Account</u>	<u>Amount</u>	<u>Code</u>	<u>Account</u>	
<u>105434000-5299</u>	<u>Miscellaneous - Land & Improvements</u>	<u>39,340</u>	<u>10592000-5920</u>	<u>Contingency</u>	<u>39,340</u>
<u>Total</u>		<u>39,340</u>	<u>Total</u>		<u>39,340</u>

Prepared By DHC
 Posted By _____
 Date _____

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: October 6, 2008

Action Agenda Item No. 12
(Central Admin. use only)

SUBJECT: Adjustment to Pay Grade Assignments

DEPARTMENT: Personnel

PUBLIC HEARING: No

ATTACHMENT(S):
1. Archer Company suggested grade assignment spreadsheet
2. Memo from Mark Watson to Al Green regarding Compensation and Classification Study for Information Technology jobs.

INFORMATION CONTACT:
Mark Watson

TELEPHONE NUMBERS:
704.283.3869

DEPARTMENT'S RECOMMENDED ACTION: Approve the proposed pay grade revisions to the 2008-2009 Union County Pay Plan:

GIS Database Coordinator: pay grade 60 to pay grade 61

Automation Coordinator: pay grade 66 to pay grade 68

Network Administrator: pay grade 68 to pay grade 70

Personal Property/Assessment Manager: pay grade 75 to pay grade 76

BACKGROUND: In December 2007, it was agreed upon between Union County, North Carolina and the Archer Company, LLC that the Archer Company would conduct a compensation study of all job classifications related to the delivery of Information Systems in Union County.

The County had several objectives in conducting this study: 1) update the description of actual work being performed, 2) determine the relationships between the various Information Systems jobs being performed in different departments throughout the organization, 3) compare the public sector rates of compensation for like and similar work, 4) validate current pay grade assignments and compensation levels.

The Archer study and analysis of compensation and job content validated the internal equity and external competitiveness of current Information System classifications pay grade assignments within the Union County Pay Plan; with the exception of the (4) four classifications

highlighted in Exhibit (1). In the case of these classifications it was determined that they were assigned to pay grades lower than those associated with other classifications performing duties of like and similar responsibility and accountability. They are as follows:

- GIS Database Coordinator - Board of Elections
- Automation Coordinator – Library
- Network Administrator – Information Technology
- Personal Property/Assessment Manager – Tax Administrator

FINANCIAL IMPACT: None. Adjustment to pay grade assignments only.

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation:

**UNION COUNTY PERSONNEL DEPARTMENT
INTEROFFICE MEMORANDA**



500 North Main Street, Suite 835, Monroe, North Carolina 28112
Telephone 704.283.3869 Fax 704.292.2590
e-mail: watson@co.union.nc.us

TO: AL GREENE, COUNTY MANAGER
FROM: MARK WATSON, SPHR, IPMA-CP
DIRECTOR OF PERSONNEL
SUBJECT: COMPENSATION AND CLASSIFICATION STUDY FOR INFORMATION TECHNOLOGY JOBS
DATE: AUGUST 22, 2008
CC:

In December 2007, it was agreed upon between Union County, North Carolina and the Archer Company, LLC that the Archer Company would conduct a compensation study of all job classifications related to the delivery of Information Systems in Union County which would include producing the following products: (1) a compensation and pay grade classification system with a recommended salary schedule, (2) job descriptions for all job titles, (3) copies of reports containing the recommended classification/compensation plan, and (4) other products as necessary to successfully fulfill the agreement between the Archer Company and Union County Government.

Summary of Findings

The County had several objectives in conducting this study: 1) update the description of actual work being performed, 2) determine the relationships between the various Information Systems jobs being performed in different departments throughout the organization, 3) compare the public sector rates of compensation for like and similar work, 4) validate current pay grade assignments and compensation levels.

Exhibit (1) summarizes Current Classification and Pay Grade Assignments, Consultant Recommendations, and Staff Recommendations.

The Archer study and analysis of compensation and job content validated the internal equity and external competitiveness of current Information System classifications pay grade assignments within the Union County Pay Plan; with the exception of the (4) four classifications highlighted in Exhibit (1). In the case of these classifications it was determined that they were assigned to pay grades lower than those associated with other classifications performing duties of like and similar responsibility and accountability. They are as follows:

- GIS Database Coordinator - Board of Elections
- Automation Coordinator – Library
- Network Administrator – Information Technology
- Personal Property/Assessment Manager – Tax Administrator

Having validated the internal and external equity of the pay grade assignments, current compensation levels were then reviewed. Archer’s analysis looks at the dollar difference between current compensation of employees assigned to the classifications reviewed and the “minimum” and “mid-point” (market rate) respectively of the recommended pay range. No employee was found to be compensated less than the minimum of the recommended range. Of the 27 employees reviewed, 17 are compensated at an amount less than the mid-point or market rate of the range. Length of service and past performance are often considered as primary factors when reviewing compensation levels that fall below mid-point. When expressed in terms of a percentile of the pay grade range, (Minimum= 0%, Mid-Point = 50%, and Maximum=100%), “central” Information Systems employees average compensation in the 77th percentile while all other employees with similar levels of responsibility for performing Information Systems work in various departments average compensation in the 27th percentile.

Recommendation

County Manager

1. Accept the Archer Company Report.
2. Approve the update of all Information Systems related job descriptions with the revisions produced by the Archer Company.

County Commission

1. Approve the recommended pay grade assignments as outlined in Exhibit 1.

The Process

The following describes the approach and methodology employed by the Archer Company in conducting this study for the County.

Orientation Meeting

To initiate the study for the County, we conducted an orientation meeting with the County’s Personnel Director and Compensation Analyst to discuss the issues related to the County’s current and future pay plan, and to outline and explain the philosophies and methodologies associated with the compensation study.

Kickoff Meetings

We met with all employees included in the study to (1) discuss the scope and content of the study, (2) distribute position questionnaires, (3) explain how the questionnaires were to be completed and (4) explain when and to whom the completed questionnaires were to be returned. (Meetings were scheduled for a period of one and one-half hours.)

Job Analysis

We conducted a formal job analysis of each of the County's jobs to obtain a thorough understanding of the scope of responsibility and the major job functions associated with each job. Our job analysis process was a three-pronged approach that began with the administration of our Equi-Val Position Questionnaire (EPQ) followed by a comprehensive analysis of the data and information that was provided by the County's employees when they filled out their Questionnaires. During this phase, the Archer Company reviewed the County's existing job documentation, including job descriptions and job classification specifications to complete the analysis.

Job Evaluation

We administered the *Archer Factor-Analysis Job Evaluation System* to measure the level of complexity associated with the content of each job, to determine the relative worth of each job within the County, to establish internal equity in the County's pay structure and to ensure a valid and reliable compensation plan for the County. Management was asked to review a preliminary list of job evaluation scores representing the County's different jobs for the purpose of providing the Archer Company with management input regarding their opinion as to the face validity of the outcomes.

The Archer Factor-Analysis Job Evaluation System covered the following job content factors and criteria in the evaluation of each job:

Job Function Requirements

- Information Processing
- People Relationships
- Technology Application

Responsibility Requirements

- Supervisory Control
- Horizon Planning
- Budgetary Allocation

Job Environment Requirements

- Working Conditions

Aptitude Requirements

- Vocabulary Skill
- Quantitative Skill
- Procedural Judgment Skill
- Contingency Judgment Skill
- Physical Adroitness Skill
- Physical Strength Skill
- Job Sensory Skill
- Experience Derived Job Skill
- Academically Derived Job Skill

Job evaluations based on the job-related criteria associated with the foregoing factors provided a quantitative score for each job. The score determined for each job represented a measure of the degree of complexity or the level of difficulty associated with the particular job. The scores were also used to establish the grade level for each job. Different jobs with the same or similar scores would be grouped into the same pay grade indicating, that although different in content, they were of equal in complexity.

Wage and Salary Survey Study

The Archer Company and the County worked together to identify benchmark jobs for the wage and salary survey study. The number and type of benchmarks selected were sufficiently broad to ensure adequate representation of all jobs in the study. The Archer Company and the County also worked together to define a profile of the labor market in which the County competes for its labor supply, to include not only the municipalities and counties that are contiguous and/or most comparable to the County but other governmental entities and private employers as well.

The purpose of the study and the subsequent analysis was designed to determine the competitive worth of each job for the purpose of establishing equitable, comparable, and competitive pay ranges for each of the County's jobs in the study. For purposes of validating the findings of the wage and salary survey, we identified and obtained published salary surveys and accessed data from public records within the targeted labor market. We analyzed the salary survey data and compiled weighted average and median market rates for the benchmark jobs. Some of the jurisdictions surveyed in securing comparative wage and salary data, in addition to our own data banks, were:

Orange County, NC
Wake County, NC
Durham County, NC
Gaston County, NC
Mecklenburg County, NC
City of Charlotte, NC
Cabarrus County, NC
York County, SC
City of Rock Hill, SC

Pay Plan Development

We developed a pay plan for the County by statistically integrating the measure of internal equity (job evaluation points) with the external competitiveness data (average market rates) for each benchmark job. This was accomplished by using statistical regression analysis. The equation resulting from the linear regression served as the foundation for deriving the County's pay structure including the pay grade for a particular job and its associated pay range. The "line of best fit" determined from the integration of the two sets of data defined the relationship that was pertinent to the development of a valid, reliable, effective, legally defensible, and competitive pay range for the jobs.

Job Descriptions or Classification Specifications

Using data from the position questionnaires and existing job description documentation, we prepared an accurate job description and/or a class specification for each of the County's jobs involved in the study. Each job description, or job class specification, was designed to identify the essential duties and responsibilities of the job, the performance indicators, the requisites necessary for compliance with the *Americans with Disabilities Act (ADA)* and other applicable regulatory requirements. Each job description and/or job specification also includes the minimum education and experience requirements of the job as well as the required knowledge, skills and abilities to perform the job duties described by the specification and/or description.

UNION COUNTY, NC
Grade Order List of Information Technology Jobs
By Job Classification Listing
2008

EXHIBIT 1

CURRENT ASSIGNMENT ANNUAL SALARY RANGE				CONSULTANT RECOMMENDATION ANNUAL SALARY RANGE				STAFF RECOMMENDATION ANNUAL SALARY RANGE				JOB CODE AND TITLE
GRADE	Minimum	Mid-Point	Maximum	GRADE	Minimum	Mid-Point	Maximum	GRADE	Minimum	Mid-Point	Maximum	
60	28,113	35,142	42,171	60	28,113	35,142	42,171	60	28,113	35,142	42,171	4043 COMPUTER TECHNICIAN I (Social Srvc)
60	28,113	35,142	42,171	61	29,409	36,760	44,114	61	29,409	36,760	44,114	1108 GIS DATABASE COORDINATOR (Brds Elect)
				Change in Pay Grade Only				Change in Pay Grade Only				
64	33,622	42,028	50,434	64	33,622	42,028	50,434	64	33,622	42,028	50,434	2346 AUTOMATION SPECIALIST (Library) 1515 TECHNICAL ADMIN SPECIALIST (I/S GIS)
65	35,165	43,956	52,747	65	35,165	43,956	52,747	65	35,165	43,956	52,747	4131 COMPUTER SUPPORT TECH III (Health)
66	36,762	45,952	56,142	66	36,762	45,952	56,142	66	36,762	45,952	56,142	1509 SYSTEMS SUPPORT ANALYST (I/S GIS) 1519 GIS TECHNICIAN (I/S GIS)
67	38,413	48,016	57,620	67	38,413	48,016	57,620	67	38,413	48,016	57,620	1029 GIS SPECIALIST (T/A Appr)
66	36,762	45,952	56,142	68	40,176	50,220	60,264	68	40,176	50,220	60,264	2338 AUTOMATION COORDINATOR (Library)
				Change in Pay Grade Only				Change in Pay Grade Only				
68	40,176	50,220	60,264	68	40,176	50,220	60,264	68	40,176	50,220	60,264	1511 GIS ANALYST (I/S GIS) 1048 SENIOR GIS SPECIALIST (T/A Per/As)
69	42,023	52,528	63,033	69	42,023	52,528	63,033	69	42,023	52,528	63,033	2123 ELECTRICAL INSPECTOR III (Inspections) 4026 COMPUTER CONSULTANT I (Social Srvc)
68	40,176	50,220	60,264	70	43,921	54,903	65,882	70	43,921	54,903	65,882	1521 NETWORK ADMINISTRATOR (I/S GIS)
				Change in Pay Grade Only				Change in Pay Grade Only				
70	43,921	54,903	65,882	70	43,921	54,903	65,882	70	43,921	54,903	65,882	1051 GIS MAPPING SUPRVISOR (T/A Per/As) 1513 WEB PAGE MGR/TRAINING COORD (I/S Admin) 1308 PUBLIC SAFETY INFO TECH MGR (Comm/E911) 1510 GIS PROJECT COORDINATOR (I/S Admin)
75	54,855	68,569	82,284	76	57,334	71,668	86,000	76	57,334	71,668	86,000	1049 PERS PROP APPR/ASSESS MGR (T/A Appr)
				Change in Pay Grade Only				Change in Pay Grade Only				
76	57,334	71,668	86,000	76	57,334	71,668	86,000	76	57,334	71,668	86,000	1050 REAL PROP APPR/ASSESS DATA MGR (T/A Appr)
80	68,434	85,542	102,650	80	68,434	85,542	102,650	80	68,434	85,542	102,650	1502 ASSISTANT INFO SYSTEMS DIR (I/S Admin)
83	78,128	97,660	117,192	83	78,128	97,660	117,192	83	78,128	97,660	117,192	1501 INFORMATION SYSTEMS DIR (I/S Admin)