



**SAMPSON COUNTY  
BOARD OF COMMISSIONERS  
MEETING AGENDA  
November 1, 2021**

**6:00 pm Convene Regular Meeting (County Auditorium)**  
Invocation and Pledge of Allegiance  
Approve Agenda as Published

**Item 1 Action Items**

- |   |       |
|---|-------|
| a. Adoption of Resolution Approving Commissioner Districts Redrawn Following 2020 Census                  | 1 - 2 |
| b. Approval of Purchasing Policy Amendments   | 3 - 4 |
| c. Approve Amendment Budgeting American Rescue Plan (ARP) Funding for Premium Pay for Full-Time Employees | 5 - 7 |
| d. Appointments - CVB Board   | 8 - 9 |

**Item 2 Consent Agenda**

- |  |         |
|--|---------|
| a. Approve the minutes of the October 4, 2021 and October 18, 2021 meetings  | 11 - 17 |
| b. Adopt a resolution accepting American Rescue Plan Act (ARPA) funds and corresponding grant project ordinance  | 18 - 20 |
| c. Authorize the Sampson-Clinton Public Library's submission of an application to receive Grassroots Arts Program grant funding and to accept grant funds if awarded utilizing existing budget allocations as matching funds | 21 - 34 |
| d. Declare certain real property, parcel number 16091208001 located on Garland Highway, as surplus and authorize staff to advertise for upset bids   | 35 - 41 |
| e. Adopt the 2022 Board of Commissioners Meeting Schedule  | 42      |
| f. Adopt the 2022 County Holiday Schedule  | 43      |
| g. Approve the tax refunds and releases as submitted   | 44 - 62 |
| h. Approve budget amendments as submitted  | 63 - 65 |

**Item 3 Consideration of Tax Appeal**

**66 - 68**

- a. Stacy F. Moore, Jr.

**Item 4 County Manager's Report**

**Item 5 Public Comment Period**

**69 - 70**

*As publicly advertised, written comments will be accepted until 5 pm on the date of the meeting via mail or email. Comments received by the deadline will be read aloud by the Clerk and included in the official minutes of the meeting (unless they violate the Board's Rules of Procedure and Conduct or Public Comment Policy).*

**Adjournment**

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**SAMPSON COUNTY  
BOARD OF COMMISSIONERS**

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ITEM ABSTRACT

ITEM NO. 1(a)

Meeting Date: November 1, 2021	<input type="checkbox"/>	Information Only	<input type="checkbox"/>	Public Comment
	<input type="checkbox"/>	Report/Presentation	<input type="checkbox"/>	Closed Session
	<input checked="" type="checkbox"/>	Action Item	<input type="checkbox"/>	Planning/Zoning
	<input type="checkbox"/>	Consent Agenda	<input type="checkbox"/>	Water District Issue
	<input type="checkbox"/>		<input type="checkbox"/>	

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**SUBJECT:** Adoption of Resolution Approving Commissioner Districts Redrawn Following 2020 Census

**DEPARTMENT:** Governing Body/Legal

**PUBLIC HEARING:** No

**CONTACT PERSON(S):** Joel Starling, County Attorney

**PURPOSE:** To consider approval, by resolution, of commissioner districts redrawn following 2020 Census

**ATTACHMENTS:** Memo

**BACKGROUND:**

County Attorney Joel Starling will provide a resolution and proposed map of the redrawn commissioner districts, as prepared by John Morgan, a demographer with Applied Research Coordinates whom the County engaged to assist with the redistricting process.

The Board held a public hearing on October 18, 2021 in order to receive input from members of the public and indicated that public comments would be received in written form through 5 pm on Friday, October 29, 2021. The Clerk will report if any additional comments were received by that date.

**RECOMMENDED ACTION OR MOTION:**

Consider adoption of the resolution approving the redrawn commissioner districts

NORTH CAROLINA'S  
**SAMPSON COUNTY**  
OFFICE *of the* COUNTY ATTORNEY

**MEMORANDUM**

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**TO:** Susan J. Holder  
**FROM:** Joel Starling  
**DATE:** October 25, 2021  
**RE:** Required Redrawing of Commissioner Districts

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Based on the results of the 2020 US Census, the Sampson County Board of Commissioners is legally required to redraw the boundaries of the County's five Commissioner districts. The Board held a public hearing on October 18, 2021 in order to receive input from members of the public regarding redistricting. At the public hearing, a draft map was also introduced and discussed by John Morgan, a demographer with Applied Research Coordinates whom the County has engaged to assist the Board with the redistricting process. The Board also indicated at the October 18<sup>th</sup> public hearing that it would continue to receive public comments in written form through 5:00 p.m. on Friday, October 29, 2021.

Staff will provide the Board with a draft resolution approving the proposed Commissioner districts as well as the proposed map prior to the Board's November 1<sup>st</sup> regular meeting.

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**SAMPSON COUNTY  
BOARD OF COMMISSIONERS**

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ITEM ABSTRACT

ITEM NO. 1(b)

Meeting Date: November 1, 2021	<input type="checkbox"/>	Information Only	<input type="checkbox"/>	Public Comment
	<input type="checkbox"/>	Report/Presentation	<input type="checkbox"/>	Closed Session
	<input checked="" type="checkbox"/>	Action Item	<input type="checkbox"/>	Planning/Zoning
	<input type="checkbox"/>	Consent Agenda	<input type="checkbox"/>	Water District Issue
	<input type="checkbox"/>		<input type="checkbox"/>	

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**SUBJECT:** Approval of Purchasing Policy Amendments

**DEPARTMENT:** Legal

**PUBLIC HEARING:** No

**CONTACT PERSON(S):** Joel Starling, County Attorney

**PURPOSE:** To consider amendments to the County's purchasing policy regarding purchases with ARPA funding

**ATTACHMENTS:** Memo

**BACKGROUND:**

In preparation for Sampson County's future expenditure of ARPA funds, County staff have reviewed the County's purchasing policies and have recommended revisions to comply with more restrictive of the procurement procedures set forth in the North Carolina General Statutes and the procurement procedures imposed by federal Uniform Guidance. Attorney Starling will review.

**RECOMMENDED ACTION OR MOTION:**

Consider recommended revisions to the County's purchasing policies

NORTH CAROLINA'S  
**SAMPSON COUNTY**  
OFFICE *of the* COUNTY ATTORNEY

**MEMORANDUM**

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**TO:** Susan J. Holder  
**FROM:** Joel Starling  
**DATE:** October 25, 2021  
**RE:** Purchasing Policy Amendments

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Under the terms of the American Rescue Plan Act of 2021, North Carolina local governments will be required to comply with the more restrictive of the procurement procedures set forth in the North Carolina General Statutes and the procurement procedures imposed by federal Uniform Guidance. In preparation for Sampson County's future expenditure of ARP funds, staff have reviewed and proposed amendments to the County's Purchasing Policy. The final proposed amendments will be provided to the Board prior to its November 1<sup>st</sup> regular meeting.





*Sampson County Finance Department*  
*David K. Clack, Finance Officer*

*MEMORANDUM*

**TO:** Board of Commissioners

**FROM:** David K. Clack, Finance Officer

**DATE:** October 25, 2021

**SUBJECT:** Premium Pay for Full-Time Employees (American Rescue Plan)

The American Rescue Plan Act of 2021 (ARPA) makes funds available to make premium pay available to essential workers. While the final rules for eligible costs have not been issued, the interim rule appear to cover at least most of our County personnel.

The Board previously approved making \$750,000 of ARPA funds available for premium pay for County employees. The County Manager in his budget message indicated that we would like to pay a one-time 2.1% premium payment to all full-time County employees that were employed as of June 30, 2021. Any employee that has separated from the County between June 30, 2021 and the date the premium payment is paid will not receive payment.

Based on our review it appears that most of our employees will be eligible to be paid from ARPA funds. The estimated cost is less than \$600,000 in total with approximately \$95,000 that will need to be paid from County funds for those employees that may not be eligible for ARPA funding.

We respectfully recommend that the Board approve the use of ARPA funds to pay all eligible full-time employees a 2.1% premium payment. The total amount is not expected to exceed \$600,000. We further recommend that the Board approve the appropriation of up to \$95,000 of County funds for all employees that are not eligible to be paid from ARPA funds.



**COUNTY OF SAMPSON  
BUDGET AMENDMENT**

**MEMO:**

FROM: David K. Clack, Finance Officer  
 TO: Sampson County Board of Commissioners  
 VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for fiscal year 2021-2022

1. It is requested that the budget for the Finance Department be amended as follows:

<u>Expenditure Account Code</u>	<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
11141300-512200	Overtime	76,579.00	
11141300-518100	FICA	4,749.00	
11141300-518120	Medicare	1,111.00	
11141300-518200	Retirement	8,731.00	
11141300-518901	401k County	3,830.00	
11999000-509700	Contingency		95,000.00

<u>Revenue Account Code</u>	<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
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2. Reason(s) for the above request is/are as follows:

To allocate funds to pay 2.1% premium payment to full-time County employees employed as of 6/30/2021.

*David K. Clack*

\_\_\_\_\_  
(Signature of Department Head)

**ENDORSEMENT**

1. Forwarded, recommending approval/disapproval.

*10-25-2021*

*David K. Clack*

\_\_\_\_\_  
(County Finance Officer)

**ENDORSEMENT**

1. Forwarded, recommending approval/disapproval.

\_\_\_\_\_, 20\_\_\_\_

*Sam W. G.*

\_\_\_\_\_  
(County Manager & Budget Officer)

\_\_\_\_\_  
Date of approval/disapproval by B.O.C.





29 September 2021

TO: Susan Holder, Assistant County Manager  
County of Sampson

FROM: Sheila Barefoot, Executive Director  
Sampson County Convention & Visitors Bureau

The Board of the Sampson County Convention & Visitors Bureau recommends that the Sampson County Board of Commissioners appoint Ms. Denise Rentz to the CVB Board. Ms. Rentz would replace Mr. Susan Richert, former owner of the Richert Inn, who retired September 28, 2021. Ms. Rentz would be filling an unexpired term which is due to expire June 2023.

Ms. Denise Rentz has done a great deal of her work in politics and for her church. She is a recent transplant to Clinton from Johnston County. Denise and her husband, Daniel, are the new owners of the Historic Herring House formerly the Richert Inn. Denise has a background with non-profits in event planning, volunteer organization, and public speaking. She is excited to live, work, and serve in Sampson County.

Ms. Rentz's contact information is as follows:

Ms. Denise Rentz  
216 Sampson St  
Clinton, NC 28328  
Telephone: 919-271-8535  
Email: d\_rentz@yahoo.com

If you have any questions or need additional information, please let me know.

Sincerely

Sheila G Barefoot  
Executive Director, Sampson County Tourism



The Sampson County Board of Commissioners convened for their regular meeting at 6:00 p.m. on Monday, October 4, 2021 in the County Auditorium, 435 Rowan Road in Clinton, North Carolina. Members present: Chairman Clark Wooten, Vice Chairperson Sue Lee, and Commissioners Thaddeus Godwin, Jerol Kivett, and Lethia Lee.

Chairman Clark Wooten called the meeting to order and acknowledged Vice Chairperson Sue Lee who called upon Commissioner Kivett to provide the invocation. Commissioner Lethia Lee then led the Pledge of Allegiance.

### **Approval of Agenda**

Upon a motion made by Commissioner Godwin and seconded by Vice Chairperson Lee, the board voted unanimously to approve the agenda as published.

### **Item 1: Action Items**

Emergency Services – Proposed Five-Year Improvement Plan Emergency Services Director Rick Sauer was present to address any questions regarding his proposed plan, which had been previously provided to the Board and was included in the agenda. There were no comments. Upon a motion made by Vice Chairperson Lee and seconded by Commissioner Godwin, the Board voted unanimously to authorize the hire of six (6) paramedics, with the understanding that an additional new vehicle will be needed as of July, 2022 as part of that squad, and contracting for at least one, possibly two, part-time fire inspectors.

Public Hearing - Naming of Private Roads The Chairman opened the hearing and called upon Assistant County Manager Susan Holder who reviewed the recommendations for naming certain private roads as follows:

PVT 24ROS 5644 324	Dexter Lane
PVT 1004 3874	Arthur-Thelma Lane

There were no public comments offered and the hearing was closed. Upon a motion made by Commissioner Godwin and seconded by Commissioner Lethia Lee, the Board voted unanimously to name the private roads as recommended.

Appointments – Juvenile Justice Crime Prevention Council Upon a motion made by Vice Chairperson Lee and seconded by Chairman Wooten, the Board voted

unanimously to appoint Judge Mario White, Kimberly Hicks of the Aspire Program, and Amy Drozda with Easter Seals to the Juvenile Crime Prevention Council.

Appointment - Social Services Board Upon a motion made by Vice Chairperson Lee and seconded by Chairman Wooten, the Board voted unanimously to appoint Christine Brewington to the Social Services Advisory Board (replacing previously appointed Ryan Mayes who had be unable to attend meetings).

**Item 2: Consent Agenda (as Board of Commissioners)**

Upon a motion made by Commissioner Kivett and seconded by Commissioner Godwin, the Board voted unanimously to approve the Consent Agenda as follows:

- a. Approved the minutes of the September 13, 2021 meeting
- b. Adopted a resolution granting authority to the County Manager to award contracts, reject bids, or readvertise to receive bids on behalf of Sampson County for purchases of apparatus, supplies, materials, or equipment for the Sampson County 911 and Emergency Services project (Copy filed in Inc. Minute Book \_\_\_\_\_, Page \_\_\_\_\_.)
- c. Approved late applications for disabled veterans tax exclusions for Joseph Donald Austin and Edward Allen Tedford
- d. Approved tax refunds and releases as submitted:

#9711	Cameron Lee Tyndall	\$ 112.60
#9689	Danial & Kimberly McPhail	\$ 216.99
#9692	Benjamin Oates	\$ 299.47
#9693	Justin Matthews	\$ 212.37
#9702	Bailey Savannah Howard	\$ 134.35
#9704	Lawrence Downes	\$ 501.00
#9707	John Ottway	\$ 243.83
#9706	Allen Lynn Spell	\$ 416.25
#9697	Brent J. Gregory & Others	\$ 336.92
#9712	Brenda H. Tyndall	\$ 243.08
#9663	Squires Land Company	\$ 1,181.04
Tax Release	James & Alecia Ashley	\$ 125.28

- e. Approved budget amendments as submitted:

<b><u>EXPENDITURE</u></b>		Health – AA-466 Advancing Equity		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
12551230	544000	Contract Services	39,900.	
<b><u>REVENUE</u></b>				
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
12535123	404000	State Assistance	39,900.	

<b><u>EXPENDITURE</u></b>		Health – AA-361 ELC Reopen Sch		
<b><u>Code Number</u></b>		<b><u>Description (Object of Expenditure)</u></b>	<b><u>Increase</u></b>	<b><u>Decrease</u></b>
12551230	544000	Contract Services	115,000.	
<b><u>REVENUE</u></b>				
<b><u>Code Number</u></b>		<b><u>Source of Revenue</u></b>	<b><u>Increase</u></b>	<b><u>Decrease</u></b>
12353123	404000	State Assistance	115,000.	
<b><u>EXPENDITURE</u></b>		Sheriff		
<b><u>Code Number</u></b>		<b><u>Description (Object of Expenditure)</u></b>	<b><u>Increase</u></b>	<b><u>Decrease</u></b>
11243100	555000	Capital Outlay Equipment	119,900.	
<b><u>REVENUE</u></b>				
<b><u>Code Number</u></b>		<b><u>Source of Revenue</u></b>	<b><u>Increase</u></b>	<b><u>Decrease</u></b>
11034310	402603	Federal Assets Revenue	119,900.	
<b><u>EXPENDITURE</u></b>		Various Departments		
<b><u>Code Number</u></b>		<b><u>Description (Object of Expenditure)</u></b>	<b><u>Increase</u></b>	<b><u>Decrease</u></b>
11141700	552000	Capital Outlay Data Processing	7,038.	
11142100	526201	Dept Supplies Equipment	20,000.	
<b><u>REVENUE</u></b>				
<b><u>Code Number</u></b>		<b><u>Source of Revenue</u></b>	<b><u>Increase</u></b>	<b><u>Decrease</u></b>
11039999	409800	Fund Balance App Encumbrances	27,038.	
<b><u>EXPENDITURE</u></b>		JCPC Programs		
<b><u>Code Number</u></b>		<b><u>Description (Object of Expenditure)</u></b>	<b><u>Increase</u></b>	<b><u>Decrease</u></b>
05558310	581000	Transfer to State Agency	31,555.	
<b><u>REVENUE</u></b>				
<b><u>Code Number</u></b>		<b><u>Source of Revenue</u></b>	<b><u>Increase</u></b>	<b><u>Decrease</u></b>
05435831	409900	Fund Balan Approp admin	8,521.	
05435831	409902	Fund Balan Approp teen court	9,806.	
05435831	409903	Fund Balan Approp youth inspire	8,728.	
05435831	409905	Fund Balan Approp psychological	4,500.	
<b><u>EXPENDITURE</u></b>		CARES Act Grant Funding		
<b><u>Code Number</u></b>		<b><u>Description (Object of Expenditure)</u></b>	<b><u>Increase</u></b>	<b><u>Decrease</u></b>
20558311	526200	Dept Supplies	174,958.	
20558311	544000	Contract Services	27,261.	
<b><u>REVENUE</u></b>				
<b><u>Code Number</u></b>		<b><u>Source of Revenue</u></b>	<b><u>Increase</u></b>	<b><u>Decrease</u></b>
20035831	402600	CARES Act Grant	202,216.	

**Consent Agenda (as Board of Health)**

- f. Approve the fee schedule revisions as recommended by the Health Advisory Board on September 20, 2021

**Item 3: Board Information**

The following items were provided for information only (Health Advisory Board submissions):

- a. May 17, 2021 SCHED Advisory Board Minutes
- b. June 14, 2021 Dangerous Dog Appeal Hearing Minutes
- c. July 19, 2021 SCHED Advisory Board Minutes
- d. July 22, 2021 SCHED Advisory Board Minutes
- e. State of the County Health Report
- f. 2020 Sampson County Child Fatality Prevention Report
- g. NC DHHS Monthly Newsletter for Local Farmworker Vaccination Teams

**Item 4: County Manager’s Report**

No report was given.

**Item 5: Public Comment Period**

No public comment was received, and none had been received by the Clerk prior to the meeting.

**Recess to Reconvene**

Upon a motion made by Commissioner Godwin and seconded by Commissioner Kivett, the Board voted unanimously to recess to reconvene on October 18, 2021 at 6:00 pm in the County Auditorium.

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Clark H. Wooten, Chairman

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Susan J. Holder, Clerk to the Board



The Sampson County Board of Commissioners reconvened at 6:00 p.m. on Monday, October 18, 2021 in the County Auditorium, 435 Rowan Road in Clinton, North Carolina. Members present: Chairman Clark Wooten, Vice Chairperson Lee, and Commissioners Thaddeus Godwin, Jerol Kivett and Lethia Lee.

Chairman Wooten reconvened the Board. Vice Chairperson Lee provided an invocation and led the Pledge of Allegiance.

**Item 1: PUBLIC HEARING - REDRAWING OF COMMISSIONER DISTRICTS**

Chairman Wooten explained that the purpose of the meeting was to take public comment on the changes that need to be made to the Sampson County Commissioner districts following the 2020 Census results. According to the 2020 Census, the county had a slight population loss overall but some individual commissioner districts within the county gained population while others lost population. Because these gains and losses put some of the commissioner districts more than 5 percent over or under the ideal population for a district, the County is required by law to engage in the redistricting process to better equalize the population of each district. The Chairman thanked the public for attending and explained that while the law does not require the County to hold a public hearing as part of this process, the County wanted to do so because public comments and input are important. The Chairman stated that the County would take the comments and suggestions into consideration as they move forward with adopting a new set of commissioner districts for the county at the next meeting on November 1. The Chairman called upon Assistant County Manager/Clerk to the Board Susan Holder who provided the email and mailing address for submission of written comments.

After thanking those involved with facilitating the hearing, the Chairman introduced Michael McKnight, an attorney with the Ogletree Deakins law firm, and John Morgan, a demographer with Applied Research Coordinates, who had been engaged by the County to assist with the redistricting process. The County worked with Ogletree Deakins and Mr. Morgan during the last round of redistricting after the 2010 Census, so both are familiar with Sampson County and the history of our districts. The Chairman explained that Mr. McKnight and Mr. Morgan have met individually with each of the commissioners to obtain input about the districts, the communities within them, and to discuss the changes that will be required to bring the population of each district in compliance with the law. Based on the input provided by the commissioners, Mr. Morgan developed a draft map to use as a starting point and to illustrate the types of changes that will be required.

The Chairman cautioned that the purpose of the evening's meeting was not to engage in a debate with the commissioners or each other about what the new districts should look like or any other aspect of this process but rather to allow the commissioners to hear directly from any member of the public who wished to speak on this issue. He noted that if there were specific questions about factual issue such as what the Census results showed, where certain lines are on the draft map, or other questions that the commissioners, Mr. Morgan, or Mr. McKnight may be able to answer related to this topic, the Board would do their best to answer those questions.

The Chairman then called upon John Morgan who provided an overview of the proposed new districts, noting the changes from the currently drawn districts necessitated by the changes in population. The Chairman then opened the floor for comments, and there were none. The Chairman then reiterated that the Board would consider adoption of the newly drawn maps at their November 1, 2021 regular meeting and called upon Ms. Holder to repeat the contact information for submission of written comments.

**Item 2: UPDATE ON MARKET STUDY FOR PUBLIC SAFETY POSITIONS**

County Manager Ed Causey reviewed a revised proposal for evaluating County employee salaries, noting a copy of which had been previously provided to the Board and that if approved by the Board, the proposal would be shared with all department heads to assure clarity and avoid confusion and misunderstanding. Mr. Causey reported that after the Board's previous actions in September, he had had multiple conversations with several Board members who voiced concerns relative to the Sheriff's Office particularly and general departments as well. He explained that Human Resources Director Nancy Dillman had been working on prices for the market study, but that the challenge had been that were numerous studies underway in local governments and many companies were not available to assist the County until late Spring. Given those challenges, staff had considered a revised proposal as follows:

1. Complete an internal salary evaluation for all departments. This evaluation will consider only the initial salaries for the entry level of all positions. This effort will not include any reclassifications, time in grade adjustments etc. Staff will then present the Board of Commissioners with specific recommendations. In addition , the final recommendation will seek to resolve any discrepancies between similar grades in the Sheriff's Office and Detention Center created by the recent request to adjust detention center salaries to enhance recruitment.
2. Simultaneously, revise/update the original market study request for proposals to cover all departments and thoroughly review all relevant issues, including benefits. Allow work on this request to begin in July, 2022. This will allow potential vendors additional time to complete their existing demands and allocate time for this request.

Knowing that the process would not be complete after the first phase and that the full study could not be done until July, Mr. Causey stressed the need for those with passionate views on process to “hit the pause button” to allow staff to work through the entire process.

Commissioner Kivett moved that the County move forward with the proposal, particularly implementing the first phase as soon as possible, with the expectation that the entire process would move in an expeditious manner. The motion was seconded by Commissioner Godwin and passed unanimously.

**Item 3: CONSENT AGENDA**

Upon a motion made by Vice Chairperson Lee and seconded by Commissioner Godwin, the Board voted unanimously to approve the Consent Agenda as follows:

- Adopted the Capital Projects Ordinance Concerning Water System Improvements (Copy filed in Ordinance Book \_\_\_\_\_, Page \_\_\_\_\_.)
- Approved the grant of easement to Duke Energy Progress, LLC to provide electrical service to Sampson Community College’s truck driving training site at Sampson Southeastern Business Center (Copies filed in Inc. Minute Book \_\_\_\_\_, Page \_\_\_\_\_.)

**Adjournment**

Upon a motion made by Vice Chairperson Lee and seconded by Commissioner Godwin, the Board voted unanimously to adjourn.

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Clark H. Wooten, Chairman

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Susan J. Holder, Clerk to the Board



***Sampson County Finance Department***  
*David K. Clack, Finance Officer*

***MEMORANDUM***

**TO:** Board of Commissioners

**FROM:** David K. Clack, Finance Officer

**DATE:** October 25, 2021

**SUBJECT:** Resolution Accepting Grant Funds & Grant Project Ordinance

Attached is the resolution required to accept the American Rescue Plan Act (ARPA) funds. This resolution is required to be adopted prior to requesting funds under the act. Also, attached is the grant project ordinance that is needed to account for the receipt and expenditure of these funds. We will be bringing the Board amendments to the grant project ordinance as projects are developed.

We respectfully request that the Board approve the resolution and adopt the grant project ordinance.

**County of Sampson**  
**Resolution for Accepting American Rescue Plan Act funds**

**WHEREAS**, the County of Sampson is eligible for funding from the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (CSLRF).

**WHEREAS**, the North Carolina General Assembly will provide for the distribution of funds to eligible North Carolina municipalities; and

**WHEREAS**, before receiving a payment, the Board of Commissioners is required to formally accept the CSLRF funds;

**WHEREAS**, revenue received under the CSLRF must only be spent for purposes authorized by the CSLRF, and applicable regulations, and by state law;

**WHEREAS**, revenue received under the CSLRF must be accounted for in a separate fund and not co-mingled with other revenue for accounting purposes; and

**WHEREAS**, the County of Sampson must comply with all applicable budgeting, accounting, contracting, reporting, and other compliance requirements for CSLRF funds.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the County of Sampson that we do hereby accept and request CSLRF funding to be distributed by the State of North Carolina; and

**FURTHER RESOLVED** that the County of Sampson affirms that the CSLRF revenue will only be used for the purposes prescribed in the CSLRF, and in US Treasury guidance in 31 CFR, Part 35, and any applicable regulations, and in accordance with state law; and

**FUTHER RESOLVED** that the County of Sampson will comply with procedures created by the North Carolina General Assembly and the US Treasury Department to receive funds under the act; and

**FURTHER RESOLVED** that the County of Sampson will account for CSLRF in a separate fund and not co-mingle it with other revenues for accounting purposes and will comply with all applicable federal and state budgeting, accounting, contracting, reporting, and other compliance requirements for CSLRF funds; and

**FURTHER RESOLVED** that the Board of Commissioners of the County of Sampson designates and directs the County Manager to take all actions necessary on behalf of the Board of Commissioners to receive the CSLRF funds.

**ADOPTED**, this the 1<sup>st</sup> day of November 2021.

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Clark H. Wooten, Chairman

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Susan J. Holder Clerk to the Board

**County of Sampson**  
**Grant Project Ordinance Coronavirus State and Local Fiscal Recovery Funds**

BE IT ORDAINED by the Board of Commissioners of the County of Sampson, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

**Section 1:** This ordinance is to establish a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (CSLRF). The total allocation is \$12,340,152. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

**Section 2:** The following amounts are appropriated for the project and authorized for expenditure:

CSLRF Project	\$12,340,152
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**Section 3:** The following revenues are anticipated to be available to complete the project:

CSLRF Funds	\$12,340,152
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**Section 4:** The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements.

**Section 5:** The Finance Officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

**Section 6:** Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Clerk to Board.

**Section 7:** This grant project ordinance expires on December 31, 2026, or when all the CSLRF funds have been obligated and expended by the town, whichever occurs sooner.

Adopted this 1<sup>st</sup> day of November 2021.

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Clark H. Wooten, Chairman

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Susan J. Holder, Clerk to the Board

# Memo

**To:** Sampson County Board of Commissioners  
**From:** Kelsey Edwards, Library Director  
**CC:** Ed Causey, County Manager & Susan Holder, Assistant County Manager  
**Date:** October 18, 2021  
**Re:** Grassroots Arts Program Application-Request Approval if Grant is Awarded

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I request the Board of Commissioners give approval for the Sampson-Clinton Public Library to accept funds from the Grassroots Arts Program if the grant is awarded to the library to be used to host another African American Read-In Program. The library has hosted the event in the past, and it was received well by the community. The funds do require a match of the same amount awarded to us, but we have funds available in our programming budget to provide the match if the Board approves. The grant application was submitted by the deadline to the Sampson Arts Council with the understanding that the grant funds would not be accepted without Board approval. We expect to hear by December if we have been awarded the grant. (Please see attached for the grant paperwork.)

Thank you.

Grassroots Arts Program  
Subgrant Application  
FY 2021-2022



North  
Carolina  
Arts  
Council  
*Fifty years  
of leadership*

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*Submit this report to your funding agency. It should not be submitted to the North Carolina Arts Council.*

**I. Organization Information**

Name of Organization **Sampson-Clinton Public Library System**

Contact Person's Name **Tiffany Savage**

Contact Person's Title **Branch Manager**

Mailing Address **PO Box 188** City **Newton Grove**

State: **North Carolina** Zip Code **28366** County **Sampson**

Work Phone **(910) 594-1260** Fax Number (      ) \_\_\_\_\_

E-mail Address **tsavage@sampsonnc.com**

Website **Library Services (sampsonnc.com)**

Organization's EIN **566-6000338**

Applicant Race **African American**

Please give a brief description of your organization, including mission, board and staff composition, current arts programs and services and number and kinds of people served. Public schools and other large governmental or community agencies should provide a description of their arts program only rather than the entire organization.

Sampson-Clinton Public Library (SCPL) System has seven full time and nine part time staff. We serve over \$59,036 people throughout our county, ranging in ages birth to senior, at our library locations in: Clinton, Newton Grove, Roseboro, and Garland. For the past three years the African American Read-In program has been one of our programs that combine the art of storytelling and our mission to "cultivate" the community's curiosity with stories written by and/or about African Americans. Additionally, the library annually hosts the Summer Reading Program which combine the art of storytelling with a statewide theme and monthly story time programs. SCPL hopes to continue our mission by exposing how storytelling is an art form that can connect cultural experiences.

**Organizational Finances:**

Please attach complete income and expense statement (an audit may be substituted) for your last fiscal year and complete operating budgets for the current fiscal year and next fiscal year. Public schools and other large governmental or community agencies should attach arts program financial information only.



Grassroots Arts Program  
Subgrant Application Form  
FY 2021-2022

Please copy the totals from  
these attachments in the  
spaces below.



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Last Year Actual FY <u>2020-2021</u>	Current Year FY <u>2021-2022</u>	Next Year FY <u>2022-2023</u>
Actual Income \$ <u>6,000</u>	Income \$ <u>8,000</u>	Projected Income \$ <u>8,000</u>
Actual Expenses \$ <u>663,079.96</u>	Expenses \$ <u>840,816</u>	Projected Expenses \$ <u>840,816</u>

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## II. Project Description

**Grant Amount Requested:** \$372.50

**Project Start Date:** November 2021 (No earlier than July 2021)

**Project End Date:** April 2021 (No later than June 15, 2022)

### Project Narrative:

Please attach a narrative providing the information requested below for the project you propose. Please be concise and specific as possible:

1. Project title or summary description
2. Project goals
3. Description of intended participants/audience, including estimated numbers and racial and cultural composition
4. Location where project will take place
5. Description of project activities
6. Description of the artists to be involved in the project, how and why they were chosen and, if appropriate, the rate of payment for their services (If you have not yet selected the artists, describe the kinds of artists you intend to involve and how you will select them.)
7. Description of how the project will be publicized and promoted to reach intended participants
8. Description of how you will evaluate the project

Grassroots Arts Program  
 Subgrant Application Form  
 FY 2021-2022



North  
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**Project Budget:**

Please provide a projected budget for your proposed project utilizing the format below.

<b>Project Expenses</b>	Cash Expenses	=	Grant Amount Requested	+	Applicant Cash Match
<b>A. Personnel</b>					
1. Administrative Staff	_____		_____		_____
2. Artistic Staff	_____		_____		_____
3. Technical/Production Staff	_____		_____		_____
<b>B. Outside Fees and Services</b>					
1. Artistic Contracts	_____		_____		_____
2. Other Contracts	<u>\$545.00</u>		<u>\$272.50</u>		<u>\$272.50</u>
<b>C. Space Rental</b>					
_____	_____		_____		_____
<b>D. Travel</b>					
_____	_____		_____		_____
<b>E. Marketing</b>					
_____	<u>\$200.00</u>		<u>\$100.00</u>		<u>\$100.00</u>
<b>F. Remaining Project Expenses</b>					
_____	_____		_____		_____
<b>G. Total Cash Expenses</b>					
_____	<u>\$745.00</u>	=	<u>\$372.50</u>	+	<u>\$372.50</u>

**Project Income**

<b>A. Admissions</b>		_____
<b>B. Contracted Services Revenue</b>		_____
<b>C. Other Revenue</b>		_____
<b>D. Private Support</b>		
1. Corporate Support		_____
2. Foundation Support		_____
3. Other Private Support		_____
<b>E. Government Support</b>		
1. Federal		_____
2. State/Regional		_____
3. Local		_____
<b>F. Applicant Cash</b>		<u>\$372.50</u>
<b>G. Grant Amount Requested in this application</b>		<u>\$372.50</u>
<b>H. Total Cash Income (Must at least equal Total Cash Expenses, Item G above)</b>		<u>\$745.00</u>

Grassroots Arts Program  
Subgrant Application Form  
FY 2021-2022



North  
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Arts  
Council  
*Fifty years  
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**Certification**

We understand that failure to respond to any of the above items may adversely affect the consideration of this application. We certify that we are committed to the completion of the proposed project in compliance with legal requirements and granting procedures. We certify that the information contained in this application, including attachments and supporting materials, is true and correct to the best of our knowledge.

Name and Position of Authorizing Official Kelsey B. Edwards, Library Director

Signature of Authorizing Official Kelsey B. Edwards Date 10/4/21

Signature of Contact Person Tiffany B. [unclear] Date 10/4/21

→ We will not be able to accept grant funds until this grant application is approved by the Sampson County Board of Commissioners. We will seek approval at their November 1, 2021 meeting.

**SAMPSON COUNTY, NORTH CAROLINA**  
**Adopted Budget Fiscal Year 2020 - 2021**

<u>Account Number &amp; Description</u>	<u>Current Year Original Budget</u>	<u>Year to Date Actual</u>	<u>Administration Recommended</u>	<u>Board Approved</u>
<b>11761100 LIBRARY</b>				
512100 SALARIES	298,488.00	231,173.57	298,488.00	298,488.00
512600 PART-TIME SALARIES	135,591.00	95,634.82	135,591.00	135,591.00
512700 LONGEVITY	3,400.00	1,323.00	3,400.00	3,400.00
518100 FICA	27,124.00	19,499.49	27,124.00	27,124.00
518120 MEDICARE FICA	6,344.00	4,560.43	6,344.00	6,344.00
518200 RETIREMENT	27,201.00	19,584.43	27,201.00	27,201.00
518300 GROUP INSURANCE	88,236.00	72,461.12	88,236.00	88,236.00
518400 DENTAL INSURANCE	2,520.00	1,911.48	2,520.00	2,520.00
518700 CAFETERIA FEES	144.00	138.00	144.00	144.00
518901 401K COUNTY CONTRIBUTION	14,000.00	10,486.20	14,000.00	14,000.00
523200 AUDIO VISUAL - LIRARY SUPPLIES	11,000.00	3,040.80	11,000.00	11,000.00
525100 GAS, OIL AND TIRES	2,320.00	1,026.18	2,320.00	2,320.00
526100 OFFICE SUPPLIES	1,500.00	230.36	1,500.00	1,500.00
526200 DEPARTMENTAL SUPPLIES	12,000.00	7,669.09	12,000.00	12,000.00
526201 DEPT SUPPLIES EQUIPMENT	2,000.00	20,953.25	2,000.00	2,000.00
529900 MISCELLANEOUS EXPENSES	1,000.00	696.87	1,000.00	1,000.00
531100 TRAVEL	1,000.00	236.56	1,000.00	1,000.00
532100 TELEPHONE AND POSTAGE	9,651.00	9,630.12	9,651.00	9,651.00

**SAMPSON COUNTY, NORTH CAROLINA**  
**Adopted Budget Fiscal Year 2020 - 2021**

Account Number & Description	Current Year Original Budget	Year to Date Actual	Administration Recommended	Board Approved
<b>11761100 LIBRARY</b>				
533000 UTILITIES	15,200.00	11,722.31	15,200.00	15,200.00
534100 PRINTING	1,500.00	0.00	1,500.00	1,500.00
534900 BINDING	0.00	0.00	0.00	0.00
535100 MAINT/REPAIR - BUILDINGS/GRNDS	0.00	0.00	0.00	0.00
535200 MAINT/REPAIR - EQUIPMENT	18,259.00	22,008.86	18,259.00	18,259.00
535300 MAINT/REPAIR - VEHICLES	1,000.00	516.56	1,000.00	1,000.00
537000 ADVERTISING	0.00	0.00	0.00	0.00
538100 DATA PROCESSING - PROGRAMMING	0.00	5,321.94	0.00	0.00
543000 RENTAL - EQUIPMENT	0.00	0.00	0.00	0.00
543200 RENT - DATA PROCESSING EQUIP	0.00	0.00	0.00	0.00
544000 CONTRACTED SERVICES	23,716.00	26,351.82	23,716.00	23,716.00
544040 ST TECH PLAN GRANT - CONT SERV	0.00	0.00	0.00	0.00
<b>544200 CULTURAL PROGRAMS</b>	<b>6,000.00</b>	<b>3,986.98</b>	<b>6,000.00</b>	<b>6,000.00</b>
545000 INSURANCE AND BONDS	2,930.00	0.00	2,930.00	2,930.00
549100 DUES AND SUBSCRIPTIONS	24,000.00	22,104.21	24,000.00	24,000.00
549600 RECURRING SUBSCRIPTIONS	5,440.00	4,620.02	5,440.00	5,440.00
549900 MOVING EXPENSES	0.00	0.00	0.00	0.00
551000 CAP OUTLAY-OFFICE FURN & EQUIP	0.00	0.00	0.00	0.00

**SAMPSON COUNTY, NORTH CAROLINA  
Adopted Budget Fiscal Year 2020 - 2021**

Account Number & Description	Current Year Original Budget	Year to Date Actual	Administration Recommended	Board Approved
<b>11761100 LIBRARY</b>				
552000 CAPITAL OUTLAY - DATA PROCESS	0.00	15,165.52	0.00	0.00
552010 CAP OUTLAY-DP-LAW LIBRARY	0.00	0.00	0.00	0.00
552020 AUTOMATED SYSTEM GRANT	0.00	0.00	0.00	0.00
554000 CAPITAL OUTLAY - VEHICLES	0.00	0.00	0.00	0.00
555000 CAPITAL OUTLAY - OTHER EQUIP	0.00	0.00	0.00	0.00
556100 CAPITAL OUTLAY - BOOKS	83,987.00	51,561.69	83,987.00	83,987.00
556150 C.O. BOOKS - LSTA GRANT	0.00	0.00	0.00	0.00
556200 STANDING ORDERS	0.00	0.00	0.00	0.00
556600 LAW LIBRARY BOOKS	0.00	0.00	0.00	0.00
<b>Total LIBRARY</b>	<b>825,551.00</b>	<b>663,615.68</b>	<b>825,551.00</b>	<b>825,551.00</b>

**SAMPSON COUNTY, NORTH CAROLINA**  
**Adopted Budget Fiscal Year 2021 - 2022**

Account Number & Description	Current Year Original Budget	Year to Date Actual	Department Requested	Administration Recommended	Board Approved
<b>11761100 LIBRARY</b>					
512100 SALARIES	298,488.00	231,285.20	255,024.00	310,572.00	307,020.00
512600 PART-TIME SALARIES	135,591.00	72,744.86	135,525.00	135,525.00	135,525.00
512700 LONGEVITY	3,400.00	1,323.00	1,323.00	1,389.00	1,449.00
518100 FICA	27,124.00	17,941.26	27,124.00	27,745.00	27,528.00
518120 MEDICARE FICA	6,344.00	4,216.07	6,344.00	6,489.00	6,438.00
518200 RETIREMENT	27,201.00	23,726.06	27,201.00	35,564.00	35,166.00
518300 GROUP INSURANCE	88,236.00	69,230.00	77,280.00	88,728.00	88,725.00
518400 DENTAL INSURANCE	2,520.00	1,864.32	2,200.00	2,688.00	2,688.00
518700 CAFETERIA FEES	144.00	192.00	210.00	210.00	210.00
518901 401K COUNTY CONTRIBUTION	14,000.00	10,997.27	14,000.00	13,800.00	15,424.00
523200 AUDIO VISUAL - LIRARY SUPPLIES	11,000.00	6,538.63	9,500.00	9,500.00	9,500.00
525100 GAS, OIL AND TIRES	2,320.00	769.16	2,320.00	2,320.00	2,320.00
526100 OFFICE SUPPLIES	1,500.00	1,009.47	1,500.00	1,500.00	1,500.00
526200 DEPARTMENTAL SUPPLIES	12,000.00	8,961.03	12,000.00	12,000.00	12,000.00
526201 DEPT SUPPLIES EQUIPMENT	2,000.00	1,691.00	3,000.00	1,500.00	1,500.00
529900 MISCELLANEOUS EXPENSES	1,000.00	133.49	1,000.00	750.00	750.00
531100 TRAVEL	1,000.00	0.00	2,500.00	2,500.00	2,500.00
532100 TELEPHONE AND POSTAGE	9,651.00	11,215.33	14,967.00	12,500.00	12,500.00

**SAMPSON COUNTY, NORTH CAROLINA  
Adopted Budget Fiscal Year 2021 - 2022**

Account Number & Description	Current Year Original Budget	Year to Date Actual	Department Requested	Administration Recommended	Board Approved
<b>11761100 LIBRARY</b>					
533000 UTILITIES	15,200.00	10,492.23	15,541.00	15,200.00	15,200.00
534100 PRINTING	1,500.00	0.00	1,000.00	1,000.00	1,000.00
534900 BINDING	0.00	0.00	0.00	0.00	0.00
535100 MAINT/REPAIR - BUILDINGS/GRNDS	0.00	0.00	0.00	0.00	0.00
535200 MAINT/REPAIR - EQUIPMENT	18,259.00	18,776.10	19,149.00	19,149.00	19,149.00
535300 MAINT/REPAIR - VEHICLES	1,000.00	507.50	1,000.00	1,000.00	1,000.00
537000 ADVERTISING	0.00	0.00	0.00	0.00	0.00
538100 DATA PROCESSING - PROGRAMMING	0.00	0.00	0.00	0.00	0.00
543000 RENTAL - EQUIPMENT	0.00	0.00	0.00	0.00	0.00
543200 RENT - DATA PROCESSING EQUIP	0.00	0.00	0.00	0.00	0.00
544000 CONTRACTED SERVICES	23,716.00	20,906.10	21,616.00	21,616.00	21,616.00
544040 ST TECH PLAN GRANT - CONT SERV	0.00	0.00	0.00	0.00	0.00
<b>544200 CULTURAL PROGRAMS</b>	<b>6,000.00</b>	<b>4,167.93</b>	<b>10,000.00</b>	<b>8,000.00</b>	<b>8,000.00</b>
545000 INSURANCE AND BONDS	2,930.00	0.00	2,930.00	2,930.00	2,930.00
549100 DUES AND SUBSCRIPTIONS	24,000.00	18,533.18	24,354.00	24,354.00	24,354.00
549600 RECURRING SUBSCRIPTIONS	5,440.00	4,048.22	5,300.00	5,300.00	5,300.00
549900 MOVING EXPENSES	0.00	0.00	0.00	0.00	0.00
551000 CAP OUTLAY-OFFICE FURN & EQUIP	0.00	0.00	0.00	0.00	0.00



**SAMPSON COUNTY, NORTH CAROLINA**  
**Adopted Budget Fiscal Year 2021 - 2022**

Account Number & Description	Current Year Original Budget	Year to Date Actual	Department Requested	Administration Recommended	Board Approved
<b>11761100 LIBRARY</b>					
552000 CAPITAL OUTLAY - DATA PROCESS	0.00	0.00	0.00	0.00	0.00
552010 CAP OUTLAY-DP-LAW LIBRARY	0.00	0.00	0.00	0.00	0.00
552020 AUTOMATED SYSTEM GRANT	0.00	0.00	0.00	0.00	0.00
554000 CAPITAL OUTLAY - VEHICLES	0.00	0.00	0.00	0.00	0.00
555000 CAPITAL OUTLAY - OTHER EQUIP	0.00	0.00	0.00	0.00	0.00
556100 CAPITAL OUTLAY - BOOKS	83,987.00	59,470.66	81,987.00	76,987.00	79,524.00
556150 C.O. BOOKS - LSTA GRANT	0.00	0.00	0.00	0.00	0.00
556200 STANDING ORDERS	0.00	0.00	0.00	0.00	0.00
556600 LAW LIBRARY BOOKS	0.00	0.00	0.00	0.00	0.00
<b>Total LIBRARY</b>	<b>825,551.00</b>	<b>600,740.07</b>	<b>775,895.00</b>	<b>840,816.00</b>	<b>840,816.00</b>

### **Project Description**

The African American Read In Program began in 1990 as a platform to encourage more diversity in children's literature. The Sampson-Clinton Public Library System has hosted the African American Read-in Program for the past two years. Annually community members and students read excerpts, perform book adaptations, and recite poems centered on African and/or African Americans. This program extends the invitation to influential members of the community to share their favorite stories that encompasses diversity, culture, and globalization. As a result, the African American Read-In Program is one that allows students throughout to connect their experiences through the art of storytelling. Most importantly it tells the rich culture grounded in the African American experience, storytelling.

### **Community Impact**

According to a 2019 report, published by Cooperative Children's Book Center (CCBC) School of Education in Wisconsin, diverse books are still at a low. CCBC's objective is to reflect the true demographics of our country while sharing various understandings of nationalities. CCBC began its initiative in 1985 by documenting how many books were being published by and/or included African Americans. In 2018, CCBC received 3,653 books. Unfortunately, only 405 books contained African American characters and only 202 books received were written by African Americans. Their 2019 report revealed that even though there are great books written for and by African Americans, there are not enough of them. Reading a book that demonstrates diversity reflects through children of color that their lives are valuable enough that an author would choose to write about them. In addition, it demonstrates that diversity has a role in our society to be recorded through language and shared among others ("Publishing Statistics on Children's/YA Books about People of Color and First/Native Nations and by People of Color and First/Native Nations Authors and Illustrators" 2019). Simply storytelling through literature is just another form of expression that has the power to transcend experiences globally. With this grant we can continue this endeavor by building the bridge between literature, diversity, and representation.

### **Source**

"Publishing Statistics on Children's/YA Books about People of Color and First/Native Nations and by People of Color and First/Native Nations Authors and Illustrators." Children's Books by and About People of Color, Cooperative Children's Book Center School of Education University of Wisconsin-Adison, 5 July 2019, <http://ccbc.education.wisc.edu/books/pcstats.asp>.

### **Intended Audience and Goals**

Initially Sampson-Clinton Public Library (SCPL) focused on targeting the school system. As we continued, SCPL noticed that there was a dire need for the entire community to view and build connections with African American experiences, literature, and storytelling. With this program students can share their interpretation of literature read through the arts. These performances can

simply be reading a story aloud, reciting a poem, performing a dance, playing musical instruments, or expressing themselves through other forms of visual arts. Therefore, we intend to appeal to a general audience because our goal is to make an impact through literature and expression.

The primary goal of receiving this grant will be to provide funds to obtain a professional storyteller and/or performer. SCPL intends for the next program to be more exciting and invigorating than previous years. This year SCPL wants to obtain Bright Star Theatre Company located in North Carolina. Bright Star Theatre Company provides storytelling performances for school aged and general audiences. They are an awesome, energetic company that provides African and/or African American folklore across the world, including Anansi the Spider.

### **Location and Project Activities Description**

Bright Star Theatre's services are quoted \$545.00 for one, one- hour performance. Many of our participants will be volunteering their services. Sampson Clinton Public Library's responsibilities include: providing the space and seating; sound system for performances; and providing the expenses for the décor. Therefore, the only cost that SCPL will need to match is the cost for Bright Star Theatre's service and promotion. This year SCPL anticipates promoting this event using our social media platforms and printing posters to display in our schools. SCPL plans displaying promotional material in surrounding schools, daycare facilities, and other public places. For this service, at Ink Spot in Clinton, an 11' x 17' flyer is \$2.99 each. We estimate that printing should cost \$200 to ensure that we have enough flyers to place in are schools and public places.

The program is tentatively scheduled for Thursday, February 10<sup>th</sup> beginning at **6:00pm**. The location is yet to be determined; SCPL is waiting to hear back from Clinton City Schools for a location. This program will invite the following pillars of our community: Sampson City and Sampson County School Districts executive administration and staff; Sampson County Government Officials; Sampson County Police and Fire Departments; local churches; and daycare centers. Performances will include a storytelling performance by Bright Star Theatre and an upcoming African American author. **SCPL anticipates that the program will be 6:00pm - 8:00pm**. The tentative program is as follows:

- Welcome- Sampson-Clinton Public Library
- Response- Clinton City School and Sampson County School Districts Administration
- Story Teller: Bright Star Theatre
- Author Talk
- Conclusion/Comments [from Pillars of our Community]

### **Promotion and Evaluation**

Sampson-Clinton Public Library System will be promoting this program utilizing: Sampson County Government and other county entities to share information on their social media sites; SCPL's Facebook page; Sampson City and Sampson County Schools phone call system; local newspapers, Sampson Independent and Sampson Weekly; and simply posting flyers in schools and public places.

Moreover, SCPL will be evaluating this project by providing a short survey at the end of the program. The survey will ask our participants the following questions:

1. How did you hear about this program?
2. How many programs have you intended virtually and/or in person from January 2019-present? Please identify the type of programs attended.
3. How would you rate this virtual program on a scale of 1-10, with 10 being the highest?
4. Was the date and time appropriate for the event? If not, please share a better time.
5. Would you recommend this program to others? Please Explain.
6. What are some suggestions that you have for future library programs? (eg. computer, sewing, craft club, book clubs, etc.)
7. What areas of focus would you like for us to center programming in the future?
  - a. Preschool
  - b. School Aged Children
  - c. Tweens
  - d. Young Adults
  - e. Adults
  - f. Seniors
8. Additional comments

# Memo

**To:** David Clack, Finance Officer  
**From:** Juanita Brewington, Purchasing & Contracting Officer  
**Date:** October 25, 2021  
**Re:** Surplus Real Property



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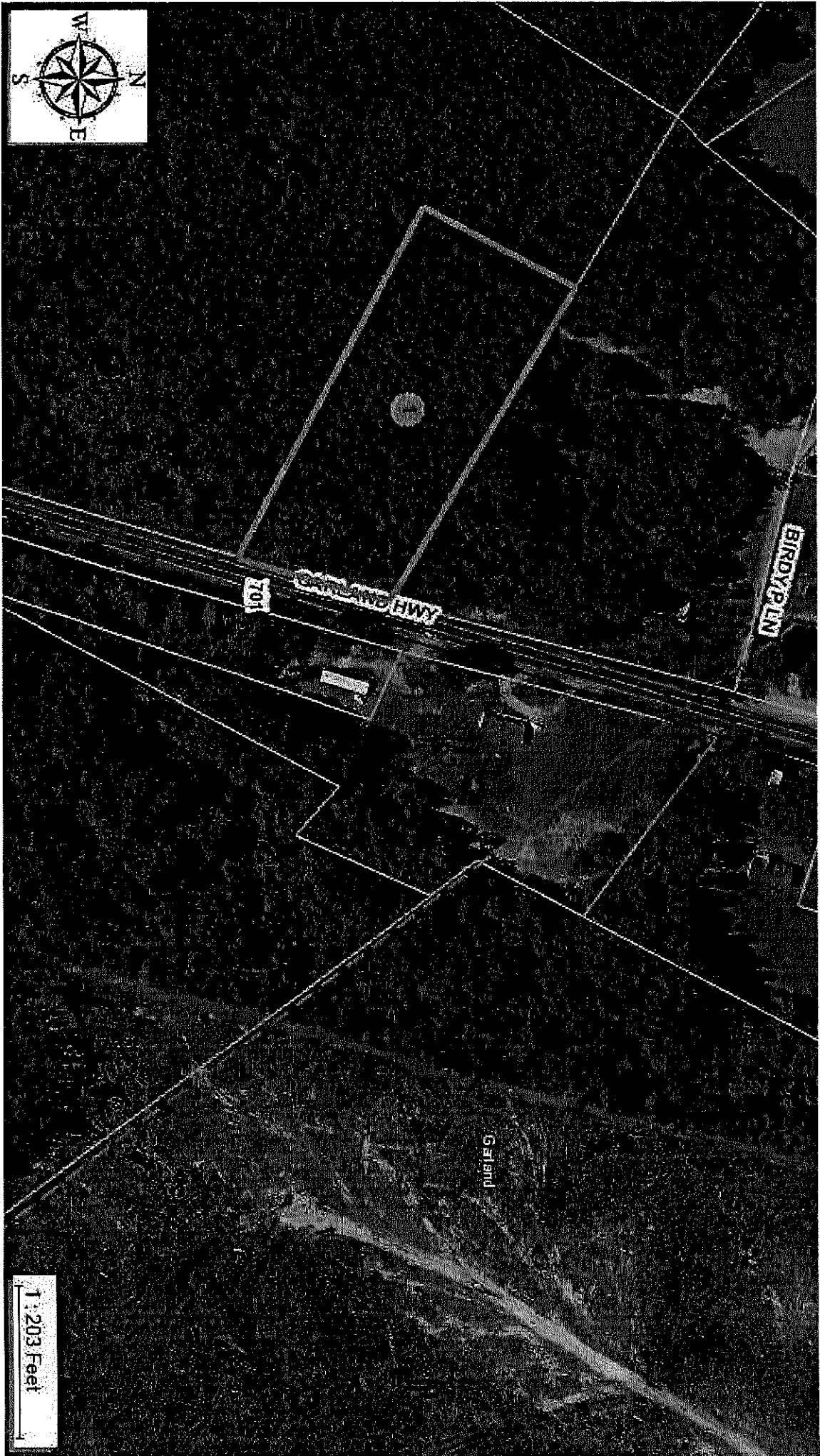
We recently received an inquiry and offer to purchase surplus real property, parcel number 16091208001, located on Garland Highway (Hwy. 701), Garland. The parcel is adjacent to 17584 Garland Highway.

This 2.6 acre rectangle shaped parcel was acquired by Sampson County through foreclosure in 2002. The amount of taxes, fees and penalties owed at the time of the foreclosure was \$1,670.30. According to the tax records the current value of the property is \$19,562.

Ms. Eddington has offered the County \$2,000.00 for this property and has made a deposit of 5% (\$100).

Attached for your information is a map, property detail and tax assessment. We respectfully request that the Board of Commissioners declare the property surplus and direct staff to accept bids on the property.

Pursuant to GS 160A-269, the Board may receive, solicit, or negotiate an offer to purchase and advertise it for upset bids. When an offer is made and the Board proposes to accept it, the Board shall require the five percent (5%) bid deposit and shall publish a notice of the offer. If within 10 days of publication of the offer, no one has raised the bid by no less than ten percent (10%) of the first thousand dollars (\$1,000) and five percent (5%) of the remainder and provided the County with a five percent (5%) bid deposit, the Board may accept the offer and sell the property to the highest bidder. If the bid is raised, the process must be repeated until no further qualifying upset bids are received, and at that time the Board may accept the offer and sell the property to the highest bidder. The Board may at any time reject any and all offers.



1 : 203 Feet



## Real Estate Property Detail

Parcel ID	16091208001
Alternate Parcel ID	1377-94-8105
Location	GARLAND HWY
Legal Description	GARLAND HWY
Owner as of January 1	SAMPSON COUNTY
Customer ID	100990
Jurisdiction	SOUTH RI
Deed Recorded	5/30/2002
Book/Page	1439/294
Acres	2.600
Assessed Value	\$19,562.00
Exemptions Value	\$0.00
2020 Charges	\$0.00

©2020 Tyler Technologies, Inc.



## Real Estate Assessment

Owner	SAMPSON COUNTY
Parcel ID	16091208001
Bill Year	2020

### Assessment Values

	Gross Assessment
Land	\$19,562.00
Building	\$0.00
<b>Total</b>	<b>\$19,562.00</b>

	Class	Description	Area	Deferments	Net Assessment
LAND	LAND	LAND	2.600 Acres	\$0.00	\$19,562.00
<b>Total</b>					<b>\$19,562.00</b>

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*a file*

THIS INSTRUMENT WAS PREPARED BY BENJAMIN R. WARRICK, ATTORNEY, P.O. BOX 1216, CLINTON, NC 28329

NORTH CAROLINA

SAMPSON COUNTY

THIS COMMISSIONER'S DEED, made and entered into this 30 day of May, 2002, by ANGELA S. SANDERSON, Commissioner, to SAMPSON COUNTY, of Sampson County, North Carolina;

WITNESSETH:

That whereas, the said ANGELA S. SANDERSON was appointed Commissioner under an order of the Superior Court of Sampson County, North Carolina, and the tax foreclosure proceeding entitled "Sampson County, Plaintiff vs. Roosevelt Simpson, et al., Defendants, 02 CVS 142"; and said ANGELA S. SANDERSON was directed by said order as Commissioner to sell the land hereinafter described at public sale after due advertisement according to law;

And, whereas, ANGELA S. SANDERSON did on the 10<sup>th</sup> day of May, 2002, offer the land hereinafter described at a public sale at the Sampson County Courthouse Door in Clinton, North Carolina, and then and there the said Sampson County became the last and highest bidder for said land for the sum of \$1,670.30; and no upset or increased bid having been made within the time allowed by law, said sale having been confirmed by said Court, and said ANGELA S. SANDERSON, Commissioner, having been ordered to execute a Deed to said purchaser upon payment of the purchase money;

NOW, THEREFORE, for and in consideration of the premises and the sum of \$1,670.30, receipt of which is hereby acknowledged, the said ANGELA S. SANDERSON, Commissioner, does by these presents, hereby bargain, sell, grant and convey to the said , its successors and assigns, that certain tract or parcel of land situated in South River Township, Sampson County, North Carolina, and more particularly described as follows:

Beginning at Oscar Herrings corner on the Lamb Road and runs with Oscar Herrings line due East 7.18 chains to a stake; thence due North 3.17 chains to a stake; thence due West 9.50 chains to a stake on the Lamb road; thence with the Lamb road and the old road to the beginning with the Lamb road and the old road to the beginning, containing 2.6 acres, more or less (Tax Parcel No. 16-0912080-01).

TO HAVE AND TO HOLD the aforesaid tract of land, to the said and its successors and assigns forever in as full and ample manner as the said ANGELA S. SANDERSON, Commissioner as aforesaid, is

authorized and empowered to convey the same.

IN WITNESS WHEREOF, the said ANGELA S. SANDERSON, Commissioner, has hereto set her hand and seal.

Angela S. Sanderson (SEAL)  
ANGELA S. SANDERSON

NORTH CAROLINA

SAMPSON COUNTY

I, Dana H. Thornton, a Notary Public, do hereby certify that ANGELA S. SANDERSON, Commissioner, personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed.

Witness my hand and Notarial Seal, this 30 day of May, 2002

My Commission Expires: 4-1-07



Dana H. Thornton  
NOTARY PUBLIC

NORTH CAROLINA

SAMPSON COUNTY

The foregoing Certificate of Dana H. Thornton Sampson Co. N.C., a Notary Public, is certified to be correct. This instrument was presented for registration this day and duly recorded in the Office of the Register of Deeds of Sampson County, North Carolina, in Book 1439, Page 294.

This 30th day of May, 2002, at 2:15 o'clock, P.m.

SAMPSON COUNTY NC 05/30/2002  
\$3.00  
STATE OF NORTH CAROLINA  
Real Estate Excise Tax

SAMPSON COUNTY REGISTER OF DEEDS  
MAE H. TROUBLEFIELD

BY: Sharon E. Butler,  
Deputy

Oct. 21, 2021

I Fatema V. Eddington submit a  
bid in the amount 2,000 on 2.6 acres  
on 701 Hwy Garland N,C. Parcel Id 16091208001

Sincerely  
*Fatema V. Eddington*

P.O. Box 351

Garland N,C 28441

(910) 379-3245



## **2022 BOARD OF COMMISSONERS MEETING SCHEDULE**

Monday, January 3, 2022

Monday, February 7, 2022

Monday, March 7, 2022

Monday, April 4, 2022

Monday, May 2, 2022

Monday, June 6, 2022

Monday, July 11, 2022  
(delayed a week to avoid Independence Day closure)

Monday, August 1, 2022

Monday, September 12, 2022  
(delayed a week to avoid Labor Day closure)

Monday, October 3, 2022

Monday, November 7, 2022

Monday, December 5, 2022

*All regular meetings are held at 6:00 pm in the County Auditorium, 435 Rowan Road in Clinton, North Carolina, unless otherwise advertised.*

# NORTH CAROLINA'S SAMPSON COUNTY

## 2022 HOLIDAY SCHEDULE

<b>HOLIDAY</b>	<b>OBSERVANCE DATE</b>	<b>DAY OF THE WEEK</b>
New Year's Day	December 31, 2021	Friday
Martin Luther King, Jr. Day	January 17, 2022	Monday
Good Friday	April 15, 2022	Friday
Memorial Day	May 30, 2022	Monday
Independence Day	July 4, 2022	Monday
Labor Day	September 5, 2022	Monday
Veterans Day	November 11, 2022	Friday
Thanksgiving	November 24 & 25, 2022	Thursday/Friday
Christmas	December 23, 26 & 27, 2022	Friday, Monday and Tuesday

**OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR**

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082 / 09720

JIM JOHNSON  
Tax Administrator

Telephone 910-592-8146  
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS  
406 COUNTY COMPLEX ROAD, BUILDING C  
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Edward A Tedford in SC Township, Sampson County, for the year(s) and in the amount(s) of:

YEAR	
<u>2021</u>	\$ <u>416.25</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

TOTAL REFUND \$ 416.25

These taxes were assessed through clerical error as follows.

BO C Approved DV, late App  
15-0645080-01

County Tax 371.25  
 School Tax \_\_\_\_\_  
 Fire Tax 45.00  
 City Tax \_\_\_\_\_  
 TOTAL \$ 416.25

Mailing Address.

Edward A Tedford  
x 235 Melvabrook Rd  
Clinton, NC 28328

Yours very truly

[Signature]  
Taxpayer

✓ Social Security # 572-23-3540

RECOMMEND APPROVAL:

[Signature]  
Sampson County Tax Administrator

Board Approved \_\_\_\_\_ Date \_\_\_\_\_ Initials \_\_\_\_\_

**OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR**

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082

09721

JIM JOHNSON  
Tax Administrator

Telephone 910-592-8146  
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS  
406 COUNTY COMPLEX ROAD, BUILDING C  
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Joseph D Austin in \_\_\_\_\_ Township, Sampson County, for the year(s) and in the amount(s) of:

YEAR		
<u>2021</u>	\$	<u>405.00</u>
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
TOTAL REFUND	\$	<u>405.00</u>

These taxes were assessed through clerical error as follows.

*BOC Approved DV, Late App.*  
*11-1022365-01*

<i>001</i>	County Tax	<u>371.25</u>
	School Tax	_____
<i>F14</i>	Fire Tax	<u>33.75</u>
	City Tax	_____
	TOTAL \$	<u>405.00</u>

Mailing Address.

Joseph D Austin  
*X* Joseph D Austin  
195 West Beaufort Road  
Newby Grove NC. 28366

Board Approved \_\_\_\_\_ Date \_\_\_\_\_ Initials \_\_\_\_\_

Yours very truly

Joseph D Austin  
Taxpayer

*X* Social Security # 241-08-5073

RECOMMEND APPROVAL:

Jim Johnson  
Sampson County Tax Administrator 45

**OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR**

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082

09724

JIM JOHNSON  
Tax Administrator

Telephone 910-592-8146  
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS  
406 COUNTY COMPLEX ROAD, BUILDING C  
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Tymasia Howard in \_\_\_\_\_ Township, Sampson County, for the year(s) and in the amount(s) of:

YEAR	
<u>2021</u>	\$ <u>102.65</u>

TOTAL REFUND \$ 102.65

Bill # 0061912986  
Plate # JHL1326  
2015 Nissan  
Vehicle Totalled  
Plate Surr.

These taxes were assessed through clerical error as follows.

60<sup>2</sup> County Tax 61.81  
501 School Tax 10.87  
Fire Tax \_\_\_\_\_  
202 City Tax 29.97  
TOTAL \$ 102.65

Mailing Address.

X 214 Lewis St  
Clinton NC 28328

Yours very truly

[Signature]  
Taxpayer

X Social Security # 244430814

RECOMMEND APPROVAL

[Signature]  
Sampson County Tax Administrator

Board Approved \_\_\_\_\_ Date \_\_\_\_\_ Initials \_\_\_\_\_



**OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR**

**P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082**

**09722**

**JIM JOHNSON**  
Tax Administrator

Telephone 910-592-8146  
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS  
406 COUNTY COMPLEX ROAD, BUILDING C  
CLINTON, NORTH CAROLINA 28328.

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Allen Ray Fowler  
in Belvoir Township, Sampson County, for the year(s) and in the amount(s) of:

YEAR	
<u>2020</u>	\$ <u>201.18</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL REFUND	\$ <u>201.18</u>

These taxes were assessed through clerical error as follows.

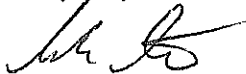
0059815226 2020 2020 0000 00  
TB D3503  
Tag turned in  
2016 Ford LGT Convrtl TK  
Vehicle sold

<u>602</u>	County Tax	<u>155.12</u>
<u>851</u>	School Tax	<u>27.26</u>
<u>F19</u>	Fire Tax	<u>18.80</u>
	City Tax	_____
	TOTAL \$	<u>201.18</u>

Mailing Address.

Allen Fowler  
598 Beaverdam Rd  
Clinton NC 28328


Yours very truly



Taxpayer

Social Security # 244-45-6728

RECOMMEND APPROVAL:



Sampson County Tax Administrator

Board Approved \_\_\_\_\_

Date

Initials

**OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR**

**P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082**

**09719**

**JIM JOHNSON**  
Tax Administrator

Telephone 910-592-8146  
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS  
406 COUNTY COMPLEX ROAD, BUILDING C  
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by George Edward Stambaugh in South Clinton Township, Sampson County, for the year(s) and in the amount(s) of:

YEAR	
<u>2021</u>	\$ <u>174.83</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

TOTAL REFUND \$ 174.83

These taxes were assessed through clerical error as follows.

0050338953 2021 2021 0000 00  
TAS7820  
Tag turned in  
2014 Toyota Tacoma TR  
Vehicle Sold

G 02 County Tax 155.93  
School Tax \_\_\_\_\_  
F 23 Fire Tax 18.90  
City Tax \_\_\_\_\_  
TOTAL \$ 174.83

Mailing Address.

George Edward Stambaugh  
985 Chancey Rd  
Clinton, Nc 28328

Yours very truly

George E Stambaugh  
Taxpayer

Social Security # 240-02-7914

RECOMMEND APPROVAL

Jim Johnson  
Sampson County Tax Administrator

Board Approved \_\_\_\_\_ Date \_\_\_\_\_ Initials \_\_\_\_\_

**OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR**

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082

09716

JIM JOHNSON  
Tax Administrator

Telephone 910-592-8146  
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS  
406 COUNTY COMPLEX ROAD, BUILDING C  
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Teresa Renee Lewis in Clinton Township, Sampson County, for the year(s) and in the amount(s) of:

YEAR	
<u>2020</u>	\$ <u>117.54</u>
	\$
	\$
	\$
	\$

TOTAL REFUND \$ 117.54

These taxes were assessed through clerical error as follows.

Bill # 0039662768  
 Plate # CDP4098 (exchanged see attached)  
 2017 Ram Truck  
 Vehicle Sold  
 Plate Surr.

602	County Tax	<u>70.78</u>
501	School Tax	<u>12.44</u>
*	Fire Tax	<u>          </u>
102	City Tax	<u>34.32</u>
TOTAL \$		<u>117.54</u>

Mailing Address.

115 Colonial Drive  
Clinton NC 28328

Yours very truly

Teresa Renee Lewis  
Taxpayer

\* Social Security # 241-43-7880

RECOMMEND APPROVAL

Jim Johnson  
Sampson County Tax Administrator

Board Approved \_\_\_\_\_ Date \_\_\_\_\_ Initials \_\_\_\_\_

**OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR**

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082

09699

JIM JOHNSON  
Tax Administrator

Telephone 910-592-8146  
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS  
406 COUNTY COMPLEX ROAD, BUILDING C  
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Neal D. DeVane in Franklin Township, Sampson County, for the year(s) and in the amount(s) of: 0301793 9303

YEAR	
<u>2020</u>	\$ <u>38.45</u>
<u>2019</u>	\$ <u>38.45</u>
<u>2018</u>	\$ <u>37.07</u>
<u>2017</u>	\$ <u>37.07</u>
<u>2016</u>	\$ <u>37.27</u>

TOTAL REFUND \$ 188.31

These taxes were assessed through clerical error as follows:  
Corrected deeded acres from 1.74 to .87  
and calculated acres from ~~6.01~~ 1.74 to .809 per Deed  
1777/29

County Tax 171.68  
School Tax \_\_\_\_\_  
Fire Tax 16.63  
City Tax \_\_\_\_\_  
TOTAL \$ 188.31

Yours very truly

Neal DeVane  
Taxpayer

Mailing Address.

2180 Ivanhoe Rd  
Ivanhoe, NC 28447

Social Security # 237-27-8282

RECOMMEND APPROVAL  
Jim Johnson  
Sampson County Tax Administrator

Board Approved \_\_\_\_\_ Date \_\_\_\_\_ Initials \_\_\_\_\_

**OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR**

**P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082**

**09714**

**JIM JOHNSON**  
Tax Administrator

Telephone 910-592-8146  
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS  
406 COUNTY COMPLEX ROAD, BUILDING C  
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Cassell Devane in \_\_\_\_\_ Township, Sampson County, for the year(s) and in the amount(s) of:

YEAR	
<u>2020</u>	\$ <u>272.32</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

TOTAL REFUND \$ 272.32

These taxes were assessed through clerical error as follows.

Bill # 0054816591  
Plate # EC# 9803  
Plate Turn In - Totalled  
2017 Infi 45

602 County Tax	<u>209.97</u>
501 School Tax	<u>36.90</u>
F19 Fire Tax	<u>25.45</u>
City Tax	_____
TOTAL \$	<u>272.32</u>

Mailing Address.

Cassell Devane  
120 Timberlake Dr  
Clinton, NC 28328

Yours very truly

Cassell D

Taxpayer

Social Security # 245 39 7343

RECOMMEND APPROVAL:

Jim Johnson

Sampson County Tax Administrator

Board Approved \_\_\_\_\_ Date \_\_\_\_\_ Initials \_\_\_\_\_

**OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR**

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082

09709

JIM JOHNSON  
Tax Administrator

Telephone 910-592-8146  
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS  
406 COUNTY COMPLEX ROAD, BUILDING C  
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Linda T. Parrish in Little Coharie Township, Sampson County, for the year(s) and in the amount(s) of: 08078228004

YEAR	
<u>2021</u>	\$ <u>95.19</u>
<u>2020</u>	\$ <u>95.19</u>
<u>2019</u>	\$ <u>95.19</u>
<u>2018</u>	\$ <u>79.32</u>
	\$ _____
TOTAL REFUND	\$ <u>364.89</u>

These taxes were assessed through clerical error as follows.  
Was missed being transferred in 2017  
per DB 1982/210.

County Tax 325.45  
School Tax \_\_\_\_\_  
Fire Tax 39.44  
City Tax \_\_\_\_\_  
TOTAL \$ 364.89

Mailing Address.

507 Beaver Dam Dr.  
Clinton NC 28328

Yours very truly

Linda Parrish  
Taxpayer

Social Security # 241-72-7735

RECOMMEND APPROVAL

[Signature]  
Sampson County Tax Administrator

Board Approved \_\_\_\_\_  
Date \_\_\_\_\_ Initials \_\_\_\_\_

**OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR**

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082

09717

JIM JOHNSON  
Tax Administrator

Telephone 910-592-8146  
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS  
406 COUNTY COMPLEX ROAD, BUILDING C  
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Johnny Cabbel Mabride in McDaniel Township, Sampson County, for the year(s) and in the amount(s) of:

YEAR	
<u>2020</u>	\$ <u>343.40</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

TOTAL REFUND \$ 343.40

These taxes were assessed through clerical error as follows.

0060273322 2020 0000 0000 00  
CM 85050  
Tag turned in  
2021 NORT CT  
Vehicle sold

G02	County Tax	<u>343.40</u>
	School Tax	_____
	Fire Tax	_____
	City Tax	_____
	TOTAL \$	<u>343.40</u>

Mailing Address.

John McBride  
5440 Old Mintz Hwy  
Roseboro, NC 28382

Yours very truly

John McBride  
Taxpayer

Social Security # 237-52-8514

RECOMMEND APPROVAL:  
Jim Johnson  
Sampson County Tax Administrator

Board Approved \_\_\_\_\_ Date \_\_\_\_\_ Initials \_\_\_\_\_

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand a release and adjustment of taxes assessed by Sampson County against the property owned by Larry & Dale Phillips in Plain View Township, Sampson County, for the year(s) and in the amount(s) of: 14011046607

Year	<u>2021</u>	\$	<u>637.59</u>
		\$	
		\$	
		\$	
		\$	
Total Release/Adjustment		\$	<u>637.59</u>

<u>601</u> - County Tax	\$	<u>574.88</u>
School Tax	\$	
<u>F06</u> - Fire Tax	\$	<u>62.71</u>
City Tax	\$	
Total	\$	<u>637.59</u>

The taxes were assessed through clerical error or an illegal tax as follows:

\*Land use not keyed in - An application was filed in Jan - 2021 - SA

Taxpayer: Larry & Dale Phillips

Tax Administrator: [Signature]

Board Approved: \_\_\_\_\_

Date Initials



OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand a release and adjustment of taxes assessed by Sampson County against the property owned by Larry + Dale Phillips in Plain View Township, Sampson County, for the year(s) and in the amount(s) of: 14011046608

Year	<u>2021</u>	\$	<u>307.94</u>
	_____	\$	_____
	_____	\$	_____
	_____	\$	_____
	_____	\$	_____
Total Release/Adjustment		\$	<u>307.94</u>

<u>601 -</u>	County Tax	\$	<u>277.65</u>
	School Tax	\$	_____
<u>F06 -</u>	Fire Tax	\$	<u>30.29</u>
	City Tax	\$	_____
	Total	\$	<u>307.94</u>

The taxes were assessed through clerical error or an illegal tax as follows:

\* Land use not keyed in - An application was filed in Jan - 2021 EM

Taxpayer: Larry + Dale Phillips

Tax Administrator: \_\_\_\_\_

Board Approved: \_\_\_\_\_  
Date Initials

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand a release and adjustment of taxes assessed

by Sampson County against the property owned by Sue Carol Barber + George

in North Clinton Township, Sampson County, for the year(s) and in the

amount(s) of: 12010915301

Year	<u>2021</u>	\$ <u>140.82</u>
	<u>2020</u>	\$ <u>140.82</u>
	_____	\$ _____
	_____	\$ _____
	_____	\$ _____
Total Release/Adjustment		\$ <u>281.64</u>

County Tax	\$ <u>259.62</u>
School Tax	\$ _____
<sup>F10</sup> Fire Tax	\$ <u>22.02</u>
City Tax	\$ _____
Total	\$ <u>281.64</u>

The taxes were assessed through clerical error or an illegal tax as follows:

Double listed to 12010804601 per  
Deed 2049/441 + 1073/33

Taxpayer:

Sue Carol, George Barber

Tax Administrator:

Joni Johnson

Board Approved:

Date

Initials

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand a release and adjustment of taxes assessed by Sampson County against the property owned by Sonny Leon Kirby

in Halls Township, Sampson County, for the year(s) and in the

amount(s) of: Account # 212933 (Business Personal Property)

Year	<u>2020</u>	\$ <u>640.84</u>
	_____	\$ _____
	_____	\$ _____
	_____	\$ _____
	_____	\$ _____
Total Release/Adjustment		\$ _____

60 County Tax \$ 537.01 + late fee (53.70)

School Tax \$ \_\_\_\_\_

F08 Fire Tax \$ 45.57 + late fee (4.56)

City Tax \$ \_\_\_\_\_

Total \$ 640.84

The taxes were assessed through clerical error or an illegal tax as follows:

Picked up the price DMV had 9ns instead of the price owner says he paid in error.

Taxpayer:

Sonny Leon Kirby

Tax Administrator:

Jim Johnson

Board Approved:

\_\_\_\_\_ Date

\_\_\_\_\_ Initials

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand a release and adjustment of taxes assessed by Sampson County against the property owned by Laura Elizabeth Deans in North Clinton Township, Sampson County, for the year(s) and in the amount(s) of: 12020314801

Year	<u>2021</u>	\$ <u>120.76</u>
	_____	\$ _____
	_____	\$ _____
	_____	\$ _____
	_____	\$ _____

Total Release/Adjustment \$ 120.76

County Tax	\$ <u>72.72</u>
<sup>501</sup> School Tax	\$ <u>12.78</u>
Fire Tax	\$ _____
<sup>002</sup> City Tax	\$ <u>35.26</u>
Total	\$ <u>120.76</u>

The taxes were assessed through clerical error or an illegal tax as follows:

Acceage corrected from .51 to .04 per  
DB 2064/859 + MB 101/14

Taxpayer:

Laura E. Deans

Tax Administrator:

[Signature]

Board Approved:

\_\_\_\_\_ Date

\_\_\_\_\_ Initials

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand a release and adjustment of taxes assessed

by Sampson County against the property owned by Thomas Ray McPhail

in Dismal Township, Sampson County, for the year(s) and in the

amount(s) of: Account # 187368 (63441)

Year	<u>2021</u>	<u>\$1476.28</u>
	_____	\$ _____
	_____	\$ _____
	_____	\$ _____
	_____	\$ _____
Total Release/Adjustment		\$ _____

County Tax	<u>\$ 1196.98 + Late (119.70)</u>
School Tax	\$ _____
Fire Tax (F20)	<u>\$ 145.09 + Late (14.51)</u>
City Tax	\$ _____
Total	<u>\$ 1476.28</u>

The taxes were assessed through clerical error or an illegal tax as follows:

Billed twice in discovery by billing in error.

Taxpayer: Thomas Ray McPhail

Tax Administrator: [Signature]

Board Approved: \_\_\_\_\_  
Date Initials

9659545-1542-142

COUNTY OF SAMPSON  
TAX DEPARTMENT  
PO BOX 1082  
CLINTON, NC 28329

COUNTY OF SAMPSON  
NORTH CAROLINA  
(910) 592-8146

01-01-2021

BUSINESS PERSONAL PROPERTY LISTING

FOR DEPARTMENT USE ONLY <input type="checkbox"/> <input checked="" type="checkbox"/>	ACCOUNT NUMBER 187368	TOWNSHIP 02	DISTRICT F20,G01	CITY
1	2	3	4	5
8	B	D	E	F
PPID 0056253				17 6344

BUSINESS NAME AND ADDRESS  
\*\*\*\*\*AUTO\*\*ALL FOR AACD 283  
9659545 5811-BPL 1642 1 1 2

MCPHAIL, THOMAS RAY  
8511 DUNN RD  
SALEMBURG NC 28385-8757

DISCOVERY

STANDARD INDUSTRIAL CLASSIFICATION CODE (SIC #)

NAICS CODE

DATE BUSINESS BEGAN IN THIS COUNTY

DATE BUSINESS (FISCAL) YEAR ENDS

FILL IN APPLICABLE CIRCLE:

PARTNERSHIP  SOLE PROPRIETORSHIP  UNINCORPORATED ASSOCIATION

LLC  CORPORATION  OTHER (SPECIFY)

OTHER N.C. COUNTIES WHERE PERSONAL PROPERTY IS LOCATED

CONTACT PERSON FOR AUDIT

ADDRESS & PHONE

PHYSICAL ADDRESS

REAL ESTATE OWNED BY

WHAT IS PRINCIPAL BUSINESS IN THIS COUNTY

LOCATION OF ACCOUNTING RECORDS

NAME IN WHICH BUSINESS WAS LISTED LAST YEAR  
A10/119,273

FILL IN APPLICABLE CIRCLE: BUSINESS CATEGORY

RETAIL  WHOLESALE  MANUFACTURING

SERVICE  LEASING/RENTAL  FARMING

OTHER (SPECIFY)

IF OUT OF BUSINESS COMPLETE THIS SECTION

DATE CEASED

FILL IN APPLICABLE CIRCLE:

SOLD  CLOSED  BANKRUPT  OTHER

SOLD EQUIPMENT, FIXTURES, SUPPLIES TO

BUYER'S ADDRESS & PHONE:

SCHEDULE A PERSONAL PROPERTY - SEE INSTRUCTIONS 10/4028

YEAR ACQUIRED	GROUP (1) MACHINERY & EQUIPMENT			
	PRIOR YR. COST	ADDITIONS	DELETIONS	CURR. YR. COST
2020				
2019				
2018	22,300			22300
2017	43,820			43820
2016	44,000			44000
2015				
2014	23,510			23510
2013	20,137			20137
2012	32,300			32300
2011	42,003			42003
2010				
2009				
2008	10,493			10493
2007	26,824			26824
2006	8,700			8700
2005				
PRIOR	33,267			33267
TOTAL	307,354			307354

YEAR ACQUIRED	GROUP (3) OFFICE FURNITURE & FIXTURES			
	PRIOR YR. COST	ADDITIONS	DELETIONS	CURR. YR. COST
2020				
2019				
2018				
2017				
2016				
2015				
2014				
PRIOR	16,113			16113
TOTAL	16,113			16113

YEAR ACQUIRED	GROUP (4) COMPUTER EQUIPMENT			
	PRIOR YR. COST	ADDITIONS	DELETIONS	CURR. YR. COST
2020				
2019				
2018				
2017				
PRIOR				
TOTAL				

GROUP (2) CONSTRUCTION IN PROGRESS

LIST TOTAL OF ALL PERSONAL PROPERTY EXPENDITURES IN CIP ACCOUNT ON JANUARY 1, BUT NOT INCLUDED ABOVE - ITEMIZE IN SCHEDULE G

TOTAL CIP: \$

Listings due January 31. Extension only by written request or electronic, if filing online.  
County addresses and additional schedules are available at: <http://www.dorn.com/taxes/property/index.html>

DO NOT REMIT THIS FORM TO NC DEPARTMENT OF REVENUE  
Send to Sampson County Tax Administration  
Business Section  
PO Box 1082  
Clinton, NC 28329

3MN's

60

4

AV 145,089



Bill Information

- Original Bill
- Reprint
- Garnish
- Preferences
- Diagnostics

Year Category Number  
 2021 PP-D 1004055

Notes/Alerts

JAN 1 Owner: MCPHAIL, THOMAS RAY

- Special Conditions/Notes
- View prior unpaid bills

Effective Date

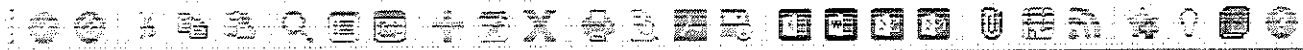
Due 10/08/2021

Billed Item Information

Year\_Property 2021\_63999 [View Source](#)  
 Property ID 63999

Installments Charges History Events Audits

Installment	Due Date	Billed	Abt/Adj	Pmt/Crd	Unpaid	Interest Paid	Interest Due	Total Due
1	09/01/2021	1,476.28	0.00	0.00	1,476.28	0.00	0.00	1,476.28
<b>Totals:</b>		1,476.28	0.00	0.00	1,476.28	0.00	0.00	1,476.28



Bill Information

- Original Bill
- Reprint
- Garnish
- Preferences
- Diagnostics

Year	Category	Number
2021	PP-D	1000217

Notes/Alerts

JAN 1 Owner: MCPHAIL, THOMAS RAY

Special Conditions/Notes

View prior unpaid bills

Effective Date

Due 10/08/2021

Billed Item Information

Year_Property	2021_63441	<a href="#">View Source</a>
Property ID	63441	

Installments Charges History Events Audits

Installment	Due Date	Billed	Abt/Adj	Pmt/Crd	Unpaid	Interest Paid	Interest Due	Total Due
1	03/01/2021	1,476.28	-1,476.28	0.00	0.00	0.00	0.00	0.00
<b>Totals:</b>		1,476.28	-1,476.28	0.00	0.00	0.00	0.00	0.00



21-22-04

COUNTY OF SAMPSON  
BUDGET AMENDMENT

MEMO:

FROM: Sarah W. Bradshaw

22-Oct-21

TO: Sampson County Board of Commissioners

VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for fiscal year 2021-2022

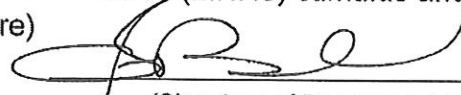
1. It is requested that the budget for the Social Services Department be amended as follows:

Expenditure Account	Expenditure Account Description	Increase	Decrease
13553770-529924	LINKS (SUPPLEMENTAL)	\$75,000	
13553770-568406	CARES ACT IV-B	\$ 14,748.00	

Revenue Account	Revenue Account Description	Increase	Decrease
13535310-403328	LINKS (SUPPLEMENTAL)	\$ 75,000.00	
13535310-403329	CARES ACT IV-B	\$ 14,748.00	

2. Reason(s) for the above request is/are as follows:

To account for one-time special allocation of Supplemental Chaffee (LINKS) stimulus and IV-B funds (CARES ACT - new money - no county share)

  
(Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

10/25, 2021

  
(County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

\_\_\_\_\_, 20\_\_\_\_

  
(County Manager & Budget Officer)

\_\_\_\_\_  
Date of approval/disapproval by B.O.C.

**COUNTY OF SAMPSON  
BUDGET AMENDMENT**

**MEMO:**

FROM: David K. Clack, Finance Officer  
 TO: Sampson County Board of Commissioners  
 VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for fiscal year 2021-2022

1. It is requested that the budget for the Communications Department be amended as follows:

<u>Expenditure Account Code</u>	<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
11243250-526200	Dept supplies	4,432.00	

<u>Revenue Account Code</u>	<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
11039999-409800	Fund balance approp encumbrances	4,432.00	

2. Reason(s) for the above request is/are as follows:  
 To bring forward funds to cover items ordered in FY 2020-2021 but not received until current fiscal year.

*David K. Clack*

\_\_\_\_\_  
 (Signature of Department Head)

**ENDORSEMENT**

1. Forwarded, recommending approval/disapproval.

\_\_\_\_\_  
 10/25/2021

*David K. Clack*

\_\_\_\_\_  
 (County Finance Officer)

**ENDORSEMENT**

1. Forwarded, recommending approval/disapproval.

\_\_\_\_\_, 20\_\_

*Sam W. C.*

\_\_\_\_\_  
 (County Manager & Budget Officer)

\_\_\_\_\_  
 Date of approval/disapproval by B.O.C.

**COUNTY OF SAMPSON  
BUDGET AMENDMENT**

**MEMO:**

FROM: Anna Ellis

TO: Sampson County Board of Commissioners

VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for fiscal year 2021-2022

1. It is requested that the budget for the Animal Shelter Department be amended as follows:

<u>Expenditure Account</u>	<u>Expenditure Account Description</u>	<u>Increase</u>	<u>Decrease</u>
11243800-526200	DEPARTMENTAL SUPPLIES	1,875.00	

<u>Revenue Account</u>	<u>Revenue Account Description</u>	<u>Increase</u>	<u>Decrease</u>
11034380-408401	Donations	1,875.00	

2. Reason(s) for the above request is/are as follows:  
To budget donations received to departmental supplies

Anna Ellis  
(Signature of Department Head)

**ENDORSEMENT**

1. Forwarded, recommending approval/disapproval.

\_\_\_\_\_, 10/23, 2021  
[Signature]  
(County Finance Officer)

**ENDORSEMENT**

1. Forwarded, recommending approval/disapproval.

\_\_\_\_\_, 20\_\_\_\_  
[Signature]  
(County Manager & Budget Officer)

\_\_\_\_\_  
Date of approval/disapproval by B.O.C.



Sampson County  
Office of Tax Assessor  
PO Box 1082  
Clinton, NC 28329

Phone 910-592-8146

Fax 910-592-1227

Date: 10/7/31

Stacy F. Moore Jr.  
2317 Moores Bridge Rd.  
Rose Hill, NC 28458

Account # 188009

Sampson County Board of Commissioners,

A compliance review was recently completed on my business personal property account with the Sampson County Tax Office. I respectfully request an adjustment of the penalties applied to my account for failure to timely list my assets. I fully understand that I must appear before the Sampson County Board of Commissioners at a date to be determined to be considered for a relief or adjustment of any penalties.

Stacy F. Moore  
Signature



Installments

Recalc Charges

Property ID **65805** Version **7 - Subsequent**  
 Tax year **2021** AR category **25** Bill number **1005836**  
 Owner **188009** **MOORE, STACY F JR**

Item	Year	Charge	Description	Activit	Code	able Value	Percent	Count	Rate	ax Amount
1	2021	F23	TAYLORBRFD	PRIN	3	22,420	100.000000	0	0.100000	22.42
2	2020	F23	TAYLORBRFD	PRIN	3	10,750	100.000000	0	0.100000	10.75
3	2019	F23	TAYLORBRFD	PRIN	3	10,375	100.000000	0	0.100000	10.38
4	2018	F23	TAYLORBRFD	PRIN	3	10,050	100.000000	0	0.070000	7.04
5	2017	F23	TAYLORBRFD	PRIN	3	6,120	100.000000	0	0.070000	4.28
6	2016	F23	TAYLORBRFD	PRIN	3	6,730	100.000000	0	0.070000	4.71
7	2021	G01	CNTY TAX	PRIN	3	22,420	100.000000	0	0.825000	184.97
8	2020	G01	CNTY TAX	PRIN	3	10,750	100.000000	0	0.825000	88.69
9	2019	G01	CNTY TAX	PRIN	3	10,375	100.000000	0	0.825000	85.59
10	2018	G01	CNTY TAX	PRIN	3	10,050	100.000000	0	0.825000	82.91
11	2017	G01	CNTY TAX	PRIN	3	6,120	100.000000	0	0.825000	50.49
12	2016	G01	CNTY TAX	PRIN	3	6,730	100.000000	0	0.830000	55.86
13	2021	F23L	TAYLORS BR	LL	1	0	100.000000	0	10.000000	2.24
14	2020	F23L	TAYLORS BR	LL	1	0	100.000000	0	20.000000	2.15
15	2019	F23L	TAYLORS BR	LL	1	0	100.000000	0	30.000000	3.11
16	2018	F23L	TAYLORS BR	LL	1	0	100.000000	0	40.000000	2.82
17	2017	F23L	TAYLORS BR	LL	1	0	100.000000	0	50.000000	2.14
18	2016	F23L	TAYLORS BR	LL	1	0	100.000000	0	60.000000	2.83
19	2021	G01L	COUNTY LAT	LL	1	0	100.000000	0	10.000000	18.50
20	2020	G01L	COUNTY LAT	LL	1	0	100.000000	0	20.000000	17.74
21	2019	G01L	COUNTY LAT	LL	1	0	100.000000	0	30.000000	25.68
22	2018	G01L	COUNTY LAT	LL	1	0	100.000000	0	40.000000	33.16
23	2017	G01L	COUNTY LAT	LL	1	0	100.000000	0	50.000000	25.25
24	2016	G01L	COUNTY LAT	LL	1	0	100.000000	0	60.000000	33.52

Handwritten calculations on the right side of the table:  
 1.12  
 1.08  
 1.56  
 1.41  
 1.07  
 1.42  
 9.25  
 8.87  
 12.84  
 16.58  
 12.63  
 16.76

Total rate **5.465000** Total tax **777.23**

Penalty F23 15.29  
 1/2 = 7.66

Penalty G01 - 153.85  
 1/2 = 76.93

Total  
 169.14  
 84.59

**PUBLIC COMMENT POLICIES AND PROCEDURES**  
**Revised June, 2018**

In accordance with NCGS 153A-52.1, a period reserved for comments from the public on topics not otherwise included on that evening's agenda will be included as an item of business on all agendas of regularly-scheduled Board of Commissioners meetings and shall be deemed the "Public Comment" segment of the agenda. The Public Comment segment of the agenda will be placed at the end of the agenda, following the conclusion of all other open session business. Because subjects of Special and Emergency Meetings are often regulated by General Statutes, there will be no Public Comments segment reserved on agendas of these meetings; however, Special and Emergency Meetings are open for public attendance.

As with public hearings, the Chair (or presiding officer) will determine and announce limits on speakers at the start of the Public Comment period. Each speaker will be allocated no more than five (5) minutes. The Chairman (or presiding officer) may, at their discretion, decrease this time allocation if the number of persons wishing to speak would unduly prolong the meeting. A staff member will be designated as official timekeeper, and the timekeeper will inform the speaker when they have one minute remaining of their allotted time. When the allotted time is exhausted, the speaker will conclude their remarks promptly and leave the lectern. Speakers may not yield their time to another speaker, and they may not sign up to speak more than once during the same Public Comment period.

An individual wishing to address the Board during the Public Comment period shall register with the Clerk/Deputy Clerk to the Board prior to the opening of the meeting by signing his or her name, and providing an address and short description of his or her topic on a sign-up sheet stationed at the entrance of the meeting room. Any related documents, printed comments, or materials the speaker wishes distributed to the Commissioners shall be delivered to the Clerk/Deputy Clerk in sufficient amounts (10 copies) at least fifteen minutes prior to the start of the meeting. Speakers will be acknowledged to speak in the order in which their names appear on the sign-up sheet. Speakers will address the Commissioners from the lectern, not from the audience, and begin their remarks by stating their name and address.

**To ensure the safety of board members, staff and meeting attendees, speakers are not allowed to approach the Board on the seating platform, unless invited by the Board to approach.**

Speakers who require accommodation for a disabling condition should contact the office of the County Clerk or County Manager not less than twenty-four (24) hours prior to the meeting.

If time allows, those who fail to register before the meeting may be allowed speak during the Public Comment period. These individuals will be offered the opportunity to speak following those who registered in advance. At this time in the agenda, an individual should raise his or her hand and ask to be recognized by the Board Chair (or presiding officer) and then state his or her name, address and introduce the topic to be addressed.

A total of thirty (30) minutes shall be set aside for public comment. At the end of this time, those who signed up to speak but have not yet been recognized may be requested to hold their comments until the next meeting's public comment period, at which time they will be given priority for expression. Alternatively, the Board, in its discretion, may extend the time allotted for public comment.

Items of discussion during the Public Comment segment of the meeting will be only those appropriate to Open Meetings. Closed Meeting topics include, but are not limited to, such subjects as personnel, acquisition of real property, and information protected by the client-attorney privilege. Closed Meeting subjects will not be entertained. Speakers will not discuss matters regarding the candidacy of any person seeking public office, including the candidacy of the person addressing the Board.

Speakers will be courteous in their language and presentation, shall not use profanity or racial slurs and shall not engage in personal attacks that by irrelevance, duration or tone may threaten or perceive to threaten the orderly and fair progress of the discussion. Failure to abide by this requirement may result in forfeiture of the speaker's right to speak.

The Public Comments segment of the agenda is intended to provide a forum for the Board of Community to listen to citizens; there shall be no expectation that the Board will answer impromptu questions. However, Board members, through the presiding officer, may ask the speaker questions for clarification purposes. Any action on items brought up during the Public Comment period will be at the discretion of the Board. When appropriate, items will be referred to the Manager or the proper Department Head for further review.

A copy of the Public Comments Policy will be included in the agenda of each regular meeting agenda and will be made available at the speaker registration table. The policy is also available on the County's website.