



SUGGESTED AGENDA
Work Session in the
Armory Civic Center
501 US Hwy 158 Business E., Warrenton, NC

6:00 PM
December 13, 2023

Call to Order Work Session – Chairman or Designee
Moment of Silence, Prayer & Pledge

Work Session Agenda

1. ADOPT SUGGESTED AGENDA

Conflict of Interest Disclosure Statement

“Members of the Warren County Board of Commissioners are advised, hereby, of their duty under the State Government Ethics Act to avoid conflicts of interest and the appearance of such conflict; and, further, are instructed to refrain from participating in any matter coming before this Board of County Commissioners with respect to which there is a conflict of interest or appearance of such conflict”.

- In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid both conflicts of interest and appearances of conflict.
- Does any Board member have any known conflict of interest or appearance of conflict with respect to any matter coming before this Board today?
- If so, please identify the conflict and refrain from any undue participation in the particular matter involved.

2. BI-ANNUAL REPORTS

- A. Community and Economic Development
- B. Sheriff's Office

3. COUNTY MANAGER'S UPDATE

- A. Property Acquisition for Community & Economic Development - Charla Duncan, Community & Economic Development Director and County Manager Vincent Jones
- B. Consider Adding Employee Wellness Days as an Additional Benefit
- C. Kerr Lake Regional Water System Update
- D. FY24 Capital Outlay Budget Amendment Request from Warren County Schools

4. DISCUSSION ITEMS

- A. Medicaid Expansion Update and Request for Additional Staff - Renae Alston, DSS Director
- B. On-Call Pay Proposal for Child Protective Services and Adult Protective Services Employees -

Renae Alston, DSS Director

- C. Ebony Volunteer Fire Department Agreement - Interim Emergency Services Director Chris Tucker and County Attorney Shiekell Richardson
- D. Greenways & Trails Initiative update - Charla Duncan, Community & Economic Development Director
- E. Creating Outdoor Recreation Economies (CORE) Strategic Plan - Charla Duncan, Community & Economic Development Director
- F. 429 W. Ridgeway Street Farmers Market Project Update - Crystal Smith, Senior Assistant to the County Manager
- G. MUNIS Additional Services - Nikki Dickerson, Finance Director

5. ADJOURN December 13, 2023 BOARD MEETING



Community & Economic Development, December 2023 Report

New and Existing Industries:

- Project Bridge (BridgeTech Global)
- Adding sites to the property database- led by Economic Development Specialist
- Answered multiple online inquiries about properties and business prospects in Warren County

Projects and Partnerships:

- Continued participation with Tri-COG FEEDS advisory committee
- EPA Brownfields program
- Farmers Market committee- attended by Economic Development Specialist

Business Assistance:

- Developing countywide online job board for employers and job seekers
- Ongoing marketing through social media and Visit NC- led by Economic Development Specialist
- Met with interested start-up wanting to locate in Soul City community
- COG and IEDC business visits and strategic planning (Working Landscapes, Rockin' E Ranch, Seven Springs, Doozie Boat Lifts)
- Finalizing pilot plan for BRE visits- led by Economic Development Specialist
- Attended round table event with the region and the NC Secretary of State

Strategy and Planning:

- Golden LEAF Site Identification program application
- NC Railroads Build Ready Sites program application
- NC Commerce Creating Outdoor Recreation Economies (CORE)- led by Economic Development Specialist
- Planning and feasibility work for greenways & trails initiative- team effort
- Met with housing developer- working with Community Development Division Manager
- Continued to meet with NC DOT (IMD) on mobility hub planning grant

Grants in Progress:

- NC DOT Paved Trails and Sidewalks Feasibility Study Grant Program- \$175,000
- Partner with NC DOT RAISE grant (mobility hub planning; \$190,000 match from county)
- OneNC grant- \$1,000,000 (Glen Raven)
- Building Reuse grant- \$500,000 (Glen Raven)
- EPA Brownfields Assessment grant- \$500,000
- Rural Transformation Grant- \$300,000

Workforce Development:

- Continued work around VGCC transportation hub/CDL training facility in Warren County

Other:

- ARPA match program for small business marketing campaign with Capital B Studios/WRAL
- Continued in ECU/NC EDA Certified Economic Developer coursework
- Continued work in county's broadband expansion efforts
- Released land management RFP for maintenance of newly acquired Hwy 1 industrial site- led by Community Development Division Manager

The Warren County Sheriff's Office has been awarded \$500,000.00 by the North Carolina General Assembly, orchestrated through House of Representative member, Michael Wray.

As soon as these funds are available, we will be launching our body cameras to our law enforcement employees. We will also order new hand held radios to replace our soon to be obsolete hand held radios.

The new Motorola radio system should be installed in our E911 Center within the next 3 to 6 months.

The Warren County Sheriff's Office secured a K-9, currently in training, along with a new K-9 handler. The team should be operating in the Warren County Community sometime in January 2024.

There is a back order in for our new uniforms. We are awaiting parts to come in and once they do, we will be operating in a completely new look and feel.

Crime reports for the year 2022 and 2023 have been provided. The 2023 report is shy of the end of this year by about a month. Still, this gives you a pretty good comparison of crime in 2022 and 2023. It appears that not many of the numbers have increased or decreased.

WARREN COUNTY 911
132 RAFTERS LN WARRENTON , NC 27589

CFS By Department - Select Department By Date

For WARREN COUNTY SHERIFF OFFICE 01/01/2022 00:00 - 12/31/2022 23:59

WARREN COUNTY SHERIFF OFFICE	Count	Percent
10-50 PROPERTY DAMAGE	63	0.66%
911 HANGUP	638	6.67%
ABANDONED (JUNK) VEHICLE	30	0.31%
ABDOMINAL PAIN	1	0.01%
ADVICE	1	0.01%
ALARM BANK	1	0.01%
ALARM FIRE	101	1.06%
ALARM FIRE (CARBON MONOXIDE)	2	0.02%
ALARM HOLD UP	12	0.13%
ALARM PANIC	83	0.87%
ALARMS BURGLAR	1003	10.49%
ALARMS/MEDICAL	24	0.25%
ANIMAL DOGS/CATS	34	0.36%
ANIMAL/INSECT BITE	5	0.05%
ARMED ROBBERY	2	0.02%
ARSON	1	0.01%
ASSAULT/SEXUAL ASSAULT	103	1.08%
ASSIST OTHER AGENCY	117	1.22%
ASSIST PERSON	250	2.61%
B&E ATTEMPTED	11	0.12%
B&E VEHICLE ALREADY OCCURRED	10	0.10%
B&E VEHICLE IN PROGRESS	2	0.02%
B&E&LARCENY ALREADY OCCURRED	66	0.69%
B&E&LARCENY IN PROGRESS	19	0.20%
BOATING ACCIDENTS	1	0.01%
BOMB THREAT	2	0.02%
BREATHING PROBLEMS	23	0.24%
BRUSH, WOODS, AND GRASS FIRES	18	0.19%
BURNS	3	0.03%
CAD PROBLEMS	2	0.02%
CALL 10-21	1453	15.20%
CALL TRANSFER	172	1.80%
CARDIAC	51	0.53%
CARELESS AND WRECKLESS	27	0.28%
CHASE	18	0.19%
CHEST PAIN	13	0.14%
CHILD ABUSE	2	0.02%
CHILD CUSTODY	29	0.30%
CLEAR LOT OR PARKING LOT	22	0.23%
CONTROL BURN	2	0.02%
CONVULSIONS/SEIZURES	7	0.07%
DEATH NOTICE	4	0.04%

WARREN COUNTY SHERIFF OFFICE	Count	Percent
DEBRIS IN ROAD	2	0.02%
DIABETIC	5	0.05%
DISPUTE	134	1.40%
DISTURBANCE	476	4.98%
DOA	8	0.08%
DOMESTIC	258	2.70%
DOMESTIC W/WEAPON	33	0.35%
DOOR OPEN	13	0.14%
DROWNING(near)/DIVING/SCUBA ACCIDENT	1	0.01%
DRUGS	18	0.19%
DRUNK DRIVER	10	0.10%
DRUNK PEDESTRIAN	5	0.05%
ELECTRICAL FIRE	1	0.01%
EMBARQ/PHONE PROBLEMS	6	0.06%
ESCORT	108	1.13%
FALLS (with Injury)	17	0.18%
FIGHT	39	0.41%
FIRE DRILL	1	0.01%
FORGERY	5	0.05%
FOUR WHEELERS	11	0.12%
FRAUD	17	0.18%
GAS DRIVE OFF	1	0.01%
GAS ODOR	1	0.01%
GENERAL COMPLAINT	23	0.24%
GENERATOR TESTING	39	0.41%
HARRASMENT	25	0.26%
HAZARDOUS MATERIALS/SPILL	1	0.01%
HEADACHE	2	0.02%
HEART PROBLEMS	4	0.04%
HEMMORHAGE/LACERATION	5	0.05%
HIT AND RUN	7	0.07%
HOMICIDE/MURDER	1	0.01%
HUNTERS	13	0.14%
ILLEGAL PARKING	1	0.01%
ILLEGAL TRASH DUMPING	12	0.13%
INDECENT EXPOSURE	2	0.02%
INFORMATION	502	5.25%
JUVENILE PROBLEMS	59	0.62%
KIDNAPPING	2	0.02%
LARCENY	136	1.42%
LIFTING ASSISTANCE	10	0.10%
LINE(S) DOWN UNKNOWN	6	0.06%
LIVESTOCK IN HWY	15	0.16%
LIVESTOCK ON PROPERTY	22	0.23%
LOUD MUSIC	55	0.58%
LOUD NOISE	19	0.20%
MAN WITH A GUN	21	0.22%
MENTAL PATIENT	195	2.04%

WARREN COUNTY SHERIFF OFFICE	Count	Percent
MISSING PERSON	44	0.46%
No CallType	32	0.33%
OOPS!	50	0.52%
OVERDOSE/POISONING	25	0.26%
PERSON IN HIGHWAY	7	0.07%
POWER OUTAGE	5	0.05%
Property Check	78	0.82%
PROPERTY DAMAGE	28	0.29%
PSYCHIATRIC(Abnormal Behavior)/SUICIDE ATTEMPT	86	0.90%
RADIO PROBLEMS	6	0.06%
RADIO TEST	16	0.17%
RECOVERED PROPERTY	23	0.24%
REPORT	56	0.59%
REPOSSESSION	19	0.20%
ROBBERY	5	0.05%
RUNAWAY	6	0.06%
SHOPLIFTERS	10	0.10%
SHOTS FIRED	154	1.61%
SICK PERSON	30	0.31%
SIGN DOWN	1	0.01%
SPECIAL EVENT	1	0.01%
STAB/GUNSHOT/PENETRATING TRAUMA	28	0.29%
STOLEN LIC PLATES	6	0.06%
STOLEN VEHICLE	53	0.55%
STRANDED MOTORIST	83	0.87%
STROKE/TRANSIENT ISCHEMIC ATTACK(TIA)	2	0.02%
STRUCTURE FIRES	55	0.58%
SUBJECT IN CUSTODY 10-72	15	0.16%
SUBJECT WITH A WEAPON	1	0.01%
SUSP PERSON	240	2.51%
SUSP VEHICLE	181	1.89%
TEST	29	0.30%
THREATS	74	0.77%
TRAFFIC STOP	402	4.20%
TRAFFIC/TRANSPORTATIONAL INCIDENTS	253	2.65%
TRANSFER/INTERFACILITY/PALLIATIVE CARE	7	0.07%
TRAUMATIC INJURY	10	0.10%
TREE DOWN	61	0.64%
TRESPASSING	215	2.25%
UNAUTHORIZED USE	14	0.15%
UNCONSCIOUS/FAINTING	16	0.17%
UNKNOWN POLICE	12	0.13%
UNKNOWN PROBLEM	34	0.36%
UNLOCKED VEHICLE	2	0.02%
VANDALISM ALREADY OCCURRED	63	0.66%
VANDALISM IN PROGRESS	2	0.02%
VEHICLE AND DUMPSTER FIRES	17	0.18%
VEHICLE LOCKED/CHILD OR ANIMAL INSIDE	13	0.14%

WARREN COUNTY SHERIFF OFFICE	Count	Percent
WATER/SEWAGE	1	0.01%
WELFARE CHECK	215	2.25%
Total Records For WARREN COUNTY SHERIFF OFFICE	9561	Group/Total 100.00%
Total Records	9561	

WARREN COUNTY 911
132 RAFTERS LN WARRENTON , NC 27589

CFS By Department - Select Department By Date

For WARREN COUNTY SHERIFF OFFICE 01/01/2023 00:00 - 12/31/2023 23:59

WARREN COUNTY SHERIFF OFFICE	Count	Percent
10-50 PROPERTY DAMAGE	62	0.57%
911 HANGUP	953	8.83%
ABANDONED (JUNK) VEHICLE	30	0.28%
ABDOMINAL PAIN	1	0.01%
AIRPLANE CRASHES	1	0.01%
ALARM BANK	2	0.02%
ALARM FIRE	92	0.85%
ALARM FIRE (CARBON MONOXIDE)	2	0.02%
ALARM HOLD UP	15	0.14%
ALARM PANIC	53	0.49%
ALARMS BURGLAR	862	7.99%
ALARMS/MEDICAL	21	0.19%
ALLERGIES/ENVENOMATIONS	3	0.03%
ANIMAL DOGS/CATS	43	0.40%
ANIMAL/INSECT BITE	6	0.06%
ARMED ROBBERY	1	0.01%
ASSAULT/SEXUAL ASSAULT	105	0.97%
ASSIST OTHER AGENCY	121	1.12%
ASSIST PERSON	259	2.40%
B&E ATTEMPTED	10	0.09%
B&E VEHICLE ALREADY OCCURRED	10	0.09%
B&E&LARCENY ALREADY OCCURRED	51	0.47%
B&E&LARCENY IN PROGRESS	25	0.23%
BOATING ACCIDENTS	1	0.01%
BREATHING PROBLEMS	17	0.16%
BRUSH, WOODS, AND GRASS FIRES	8	0.07%
BURNS	3	0.03%
CAD PROBLEMS	3	0.03%
CALL 10-21	1470	13.62%
CALL TRANSFER	566	5.24%
CARDIAC	53	0.49%
CARELESS AND WRECKLESS	27	0.25%
CHASE	18	0.17%
CHEST PAIN	17	0.16%
CHILD ABUSE	5	0.05%
CHILD CUSTODY	28	0.26%
CLEAR LOT OR PARKING LOT	18	0.17%
CONTROL BURN	5	0.05%
CONVULSIONS/SEIZURES	9	0.08%
DCI PROBLEMS	1	0.01%
DEATH NOTICE	1	0.01%
DEBRIS IN ROAD	6	0.06%

WARREN COUNTY SHERIFF OFFICE	Count	Percent
DIABETIC	6	0.06%
DISPUTE	109	1.01%
DISTURBANCE	483	4.47%
DOA	6	0.06%
DOMESTIC	213	1.97%
DOMESTIC W/WEAPON	26	0.24%
DOOR OPEN	12	0.11%
DRAG RACING	1	0.01%
DROWNING(near)/DIVING/SCUBA ACCIDENT	2	0.02%
DRUGS	21	0.19%
DRUNK DRIVER	5	0.05%
DRUNK PEDESTRIAN	6	0.06%
ELECTRICAL FIRE	2	0.02%
EMBARQ/PHONE PROBLEMS	13	0.12%
EQUIPEMENT AND HEAVY MACHINERY	1	0.01%
ESCORT	117	1.08%
EXPLOSIONS	2	0.02%
EYE PROBLEMS	1	0.01%
FALLS (with Injury)	16	0.15%
FIGHT	48	0.44%
FIRE DRILL	4	0.04%
FORGERY	3	0.03%
FOUR WHEELERS	8	0.07%
FRAUD	18	0.17%
GAS DRIVE OFF	2	0.02%
GAS ODOR	2	0.02%
GENERAL COMPLAINT	30	0.28%
HARRASMENT	20	0.19%
HEADACHE	3	0.03%
HEART PROBLEMS	10	0.09%
HEAT/COLD EXPOSURE	2	0.02%
HEMMORHAGE/LACERATION	12	0.11%
HIT AND RUN	9	0.08%
HOME INVASION	2	0.02%
HUNTERS	9	0.08%
ILLEGAL PARKING	1	0.01%
ILLEGAL TRASH DUMPING	11	0.10%
INACCESSIBLE INCIDENTS/OTHER ENTRAPMENTS	1	0.01%
INDECENT EXPOSURE	1	0.01%
INFORMATION	766	7.10%
JUVENILE PROBLEMS	84	0.78%
KIDNAPPING	2	0.02%
LARCENY	115	1.07%
LIFTING ASSISTANCE	7	0.06%
LINE(S) DOWN UNKNOWN	4	0.04%
LIVESTOCK IN HWY	24	0.22%
LIVESTOCK ON PROPERTY	11	0.10%
LOUD MUSIC	84	0.78%

WARREN COUNTY SHERIFF OFFICE	Count	Percent
LOUD NOISE	26	0.24%
MAN WITH A GUN	31	0.29%
MENTAL PATIENT	215	1.99%
MISSING PERSON	35	0.32%
No CallType	20	0.19%
OOPS!	115	1.07%
OVERDOSE/POISONING	32	0.30%
PERSON IN HIGHWAY	11	0.10%
POWER OUTAGE	6	0.06%
PREGNANCY/CHILD BIRTH/MISCARRIAGE	1	0.01%
Property Check	72	0.67%
PROPERTY DAMAGE	28	0.26%
PSYCHIATRIC(Abnormal Behavior)/SUICIDE ATTEMPT	86	0.80%
RADIO PROBLEMS	5	0.05%
RADIO TEST	27	0.25%
RECOVERED PROPERTY	13	0.12%
REPORT	64	0.59%
REPOSSESSION	64	0.59%
ROBBERY	6	0.06%
RUNAWAY	4	0.04%
SECURITY CHECK	61	0.57%
SHOPLIFTERS	14	0.13%
SHOTS FIRED	187	1.73%
SICK PERSON	32	0.30%
SIGN DOWN	1	0.01%
SMOKE	3	0.03%
STAB/GUNSHOT/PENETRATING TRAUMA	26	0.24%
STOLEN LIC PLATES	6	0.06%
STOLEN VEHICLE	34	0.31%
STRANDED MOTORIST	106	0.98%
STROKE/TRANSIENT ISCHEMIC ATTACK(TIA)	9	0.08%
STRUCTURE FIRES	42	0.39%
SUBJECT IN CUSTODY 10-72	19	0.18%
SUSP PERSON	268	2.48%
SUSP VEHICLE	155	1.44%
TEST	29	0.27%
THREATS	86	0.80%
TRAFFIC STOP	566	5.24%
TRAFFIC/TRANSPORTATIONAL INCIDENTS	296	2.74%
TRANSFER/INTERFACILITY/PALLIATIVE CARE	8	0.07%
TRAUMATIC INJURY	6	0.06%
TREE DOWN	35	0.32%
TRESPASSING	206	1.91%
UNAUTHORIZED USE	18	0.17%
UNCONSCIOUS/FAINTING	25	0.23%
UNKNOWN FIRE	1	0.01%
UNKNOWN POLICE	29	0.27%
UNKNOWN PROBLEM	24	0.22%

WARREN COUNTY SHERIFF OFFICE	Count	Percent
UNLOCKED VEHICLE	6	0.06%
VANDALISM ALREADY OCCURRED	51	0.47%
VANDALISM IN PROGRESS	4	0.04%
VEHICLE AND DUMPSTER FIRES	19	0.18%
VEHICLE LOCKED/CHILD OR ANIMAL INSIDE	14	0.13%
WATER/SEWAGE	5	0.05%
WELFARE CHECK	223	2.07%
Total Records For WARREN COUNTY SHERIFF OFFICE	10794	Group/Total 100.00%
Total Records	10794	



To: Warren County Board of Commissioners

Through: Vincent Jones, County Manager

From: Charla Duncan, Community & Economic Development Director

Re: Property acquisition for community development

Background

Warren County has a sale agreement in place for the option to purchase approximately 40 acres of land (map number D5 40) located along US Hwy 158 Business West at the intersection of Hwy 158 and Read Road. With approximately 623 feet in road frontage along US Hwy 158 Business West, this property is currently zoned Agricultural Residential (AR) and located within a commercial mixed-use district in the county's future land use map. It is subject to the zoning jurisdiction of Warren County. The site can be served by public water and sewer.

On the site is a small family cemetery (the Alexander cemetery). The cemetery will not be disturbed as a result of this acquisition or any future development plans. The cemetery site is <1 acre.

As a part of its examination process, the county has conducted a Phase I environmental assessment and a geotechnical survey. The examination period is up December 11th, and the closing deadline is January 11, 2024.

Fiscal Impact

The purchase price of the land is \$241,440. At their December 4, 2023 meeting, the Board of Commissioners voted on a project ordinance to allocate \$600,000 to the creation of a project fund for the community center. The community center was outline in the adopted FY 24 Capital Improvement Plan (CIP).

Recommendation

Given its central geographic location to the county, as well as its proximity to critical amenities and services (i.e. grocery, healthcare, banking, government offices, etc.), this site is well suited for a government building. It falls within the route of future paved trail planning (providing access to its location by those in the area that may be transportation disadvantaged), and it is in close proximity to the Warren County Schools middle school and high school campus. Area real estate is of a comparable value. Geotechnical survey results indicate that soils are appropriate for light to moderate load bearing structures. It is recommended that this is a suitable site for the intended goals of Warren County's future community center.

To: Warren county Board of Commissioners

Through: Vincent Jones, County Manger

From: Warren Co DSS Director, Renae Alston

Date: 29 November 2023

Subject: Consider approval of Additional positions for Medicaid Expansion

Background

*We are currently slated to have Medicaid expansion to come into effect on 1 December 2023. That will significantly increase the number of recipients eligible for Medicaid, with the change in the income limit where individuals that were once above the income limit, will now become eligible. We are anticipating that at least 1200 residents will become eligible for Medicaid. In order to address the influx anticipated we are asking for the following positions to manage the Medicaid expansion. **Program Manager**, this position will assist with training and oversight of the Medicaid program to ensure that guidelines are being followed therefore, lessening the opportunity for pay backs. **Processing assistant**, will assist with the anticipated increased calls and paper work and client interaction. **Two ICM II** positions that will do initial applications and re-certifications for the anticipated increase in Medicaid recipients.*

Fiscal Impact

The positions that are being requested are 100% funded by the state as long as the Medicaid Expansion exist. Salaries will be absorbed by the state we have been given funding initially to assist with the preparation for this expansion.

Recommendation

I recommend that the board approves the additional positions for the Medicaid expansion. The positions are 100% funded from the state and will not add a hard ship to the county and it will assist the agency with serving the increase of recipients.

To: Warren County Board of Commissioners

Through: Vincent Jones, County Manager

From: Warren County DSS Director, Renae Alston

Date: 29 November 2023

Subject: Consider approval of Cash Payment for after hour on-call

Background

We have staff that have after hour duties of being on call for the Child Protective Services and Adult Protective Service. Currently they are compensated with comp time hours however with their continued busy schedule they often do not have to time actually use the hours. I am proposing that they be paid a flat rate per week for on-call hours vs the 8 hours of comp time that are currently receive for on call hours. All surrounding counties have converted to a payment system vs comp time this will also improve the willingness and morale of staff to be on call, which is a mandatory service provided by the agency to ensure the safety of the most vulnerable residents of our county.

Fiscal Impact

The approximate annual cost of the converting to a monetary payment system will actually provide a savings. Proposing that the Child protective on- call will be \$250.00/week break down of \$100.00/supervisor and 150.00/Social worker. 1,082.50/month that totals \$12,990.00 annual. Adult Protective on- call will be \$200.00/month including supervisor and social worker, which total \$2,400.00 annual. The combined CPS and APS cost will be \$15,390.00. We will not need a budget amendment the cost will be absorbed through the vacant part time position hours for an In-home aide position within the agency.

Recommendation

I recommend that the Board approve the monetary compensation for after hour on-call for Child protective services and Adult protective services. The approximate cost is \$15,390.00. However, staff will continue to receive comp

time for actual/physical out in the field services and for holidays these instances will not be a monetary paid compensation.



WARREN COUNTY FIRE COMMISSION
PO BOX 890
WARRENTON, NC 27589
(252) 257 – 1191 Office
(252) 257 –4974 Fax



Tare Davis
Fire Commissioner

Chris Tucker
Emergency Services

To: Warren County Board of Commissioners
From: Chris Tucker /Interim Emergency Services Director
Re: Ebony Fire Contract
Date: December 12, 2023, 2023

Background:

The Fire Protection contract for the Ebony Volunteer Fire Department is being presented by the Warren County Fire Commission. Enclosed are the planned contact information and a description map for the fire district that will be served. It is important to note that all fire districts in Warren County currently have a rating of 9S or 9E or lower at The North Office of State Fire Marshal. However, the area where Ebony VFD will be contracted to serve is currently classified as an unprotected fire district or has a rating of 10 at The North Office of State Fire Marshal. By improving the rating from 9S or 9E to a Class 6, the residents in this area will benefit from reduced homeowner insurance rates.

Financial implications:

The Proposed Ebony VFD Fire District encompasses a total of 449 properties within its jurisdiction, with a current property tax assessment of \$142,354,514.

The Ebony VFD has put forth a request to establish their tax rate at .035, which would result in a revenue of \$49,824 for the ongoing year. It is important to note that this rate is subject to potential adjustments in subsequent years, based on the financial circumstances of the department.

Recommendation:

The Warren County Fire Commission recommends approving this contract, provided that all aspects of the contract are fulfilled.

Chris Tucker
Interim Emergency Services Director

STATE OF NORTH CAROLINA
CONTRACT FOR FIRE PROTECTION SERVICES IN TAX DISTRICT COUNTY OF WARREN

THIS CONTRACT, made and entered into this _____, by and between the **COUNTY OF WARREN**, a body politic and corporation of the State of North Carolina, hereinafter referred to as the **COUNTY**, party of the first part, and the EBONY Volunteer Fire Department a private non-profit corporation incorporated under the laws of Virginia, with principal offices in Brunswick County, Virginia, hereinafter referred to as the **FIRE DEPARTMENT**, party of the second part;

WITNESSETH:

WHEREAS, Fire Service District have been duly and properly created in Warren County under the provisions of North Carolina General Statutes NCGS Chapter 69, Article 3A, in order to provide fire protection services to areas encompassed by such districts; and

WHEREAS, within each Fire Service District, the Board of County Commissioners have designated one or more areas of responsibility (each hereinafter referred to as **FIRE DISTRICTS**), each of which is intended to be served by one Fire Department; and

WHEREAS, Board of County Commissioners, under the provisions of NCGS Section 69-25.5, may provide fire protection services in Fire Service District by contract with one or more private non-profit volunteer fire departments and desires to enter a continuing contract under the provisions of NCGS Section 153A-13, with the FIRE DEPARTMENT to provide fire protection services in the FIRE DISTRICT identified in said contract; and

WHEREAS, the Board of County Commissioners of the COUNTY administer the taxes collected for fire protection purposes for said FIRE DISTRICT as provided in G.S. 153A-305 and other applicable laws, and the COUNTY wishes to contract with the FIRE DEPARTMENT, an incorporated, non-profit fire department located in said District, to furnish fire protection for said District upon the terms herein set forth; and

WHEREAS, the Board of County Commissioners is vested by NCGS Section 69-25.4 with discretion as to which rate of tax to levy within the Fire Service District and, in accordance with the provisions of NCGS Section 159-14, must set that rate based on an annual budget estimate setting forth the monetary requirements for providing fire protection services that year in the FIRE DISTRICTS not exceeding Fifteen (15) Cents on each One Hundred Dollars (\$100) valuation of property in said Districts; and

WHEREAS, the Board of County Commissioners of the County, also acting pursuant to NCGS Section 159-14, as the governing body of each Fire Service District, must adopt an annual budget ordinance appropriating tax money levied and collected from the Districts and authorizing transfers and expenditures only for fire protection services in the FIRE DISTRICTS as specified in the continuing contracts; and

WHEREAS, the COUNTY desires to standardize its contractual arrangements with all rural volunteer fire departments serving in the COUNTY;

NOW THEREFORE, in consideration of the mutual promises and agreements herein contained and the mutual benefits to be derived there from, the parties hereto promise and agree as follows:

The FIRE DEPARTMENT promises and agrees as follows:

1. The FIRE DEPARTMENT shall provide the foregoing services within the boundaries of the **EBONY** FIRE DISTRICT as defined in the map of the FIRE DISTRICT on file with the county.
2. The primary responsibility of the FIRE DEPARTMENT shall be to furnish adequate fire protection as determined by the Office of the State Fire Marshal, other pertinent federal, state, and local laws and regulations, and this contract for all persons and property located within its area of responsibility.
3. The FIRE DEPARTMENT upon request from state or local government shall remove debris from the travel portion of the roadway to the shoulder or adjacent area to allow for passage of emergency equipment.
4. The FIRE DEPARTMENT shall provide, within the limits of its personnel and equipment resources and capabilities and with deference to its primary responsibility, provide Rescue functions of Vehicle Extrication and on scene support of Search and Recovery Dive Team, Hazardous Materials Team and any specialized federal, state, or COUNTY Emergency Services and/or Life Saving Teams to rescue, protect, or save life and/or property within its area of responsibility.
5. The FIRE DEPARTMENT shall provide all facilities, equipment, and personnel necessary to furnish fire protection including but not limited to the use of fire trucks, pumps, hose, and other equipment, personnel, water, and other items necessary for firefighting and protection that are in possession or control of the FIRE DEPARTMENT.
6. The FIRE DEPARTMENT shall not assign any interest in this agreement and shall not transfer any interest in this agreement without prior written approval of the COUNTY.
7. All funds paid to the FIRE DEPARTMENT by the COUNTY shall be used to provide fire protection within said DISTRICT, and to pay other legitimate fire protection expenses and obligations.
8. The FIRE DEPARTMENT shall be responsible for the training of all its personnel in accordance with the rules and regulations of North Carolina Office of State Fire Marshal, Warren County EMS First Responder Program, North Carolina Office of Emergency Medical Services and other pertinent federal, state, and COUNTY laws and regulations or otherwise with commonly accepted professional standards, so as to qualify such personnel to perform the services required by this contract.
9. The FIRE DEPARTMENT will be required, annually, to join and become a member in good standing with the Warren County Fireman's Association, as determined by the Warren County Fireman's Association.
10. Throughout the duration of this Contract, the FIRE DEPARTMENT shall maintain its incorporation status and do business as a private non-profit corporation under the provisions of the Virginia Non-Profit Corporation Act. A true copy of the Articles of Incorporation, existing By-Laws, and any changes made to either will be filed with the COUNTY. The FIRE DEPARTMENT will adopt By-Laws which meet all minimum legal requirements of said Act.
11. During the term of this Contract, the FIRE DEPARTMENT is required to maintain its status as an incorporated entity and operate as a private non-profit corporation in accordance with the provisions outlined in the Virginia Non-Profit Corporation Act, while ensuring compliance with North Carolina laws. The COUNTY shall be provided with authentic copies of the Articles of Incorporation, current By-Laws, and any subsequent amendments made to either document.

The FIRE DEPARTMENT will establish By-Laws that adhere to the minimum legal requirements stipulated by the aforementioned Act.

12. In connection with the performance of this Agreement, the FIRE DEPARTMENT shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, handicap, or national origin.
13. As a condition of receiving funds from the COUNTY, the FIRE DEPARTMENT agrees to fully indemnify and hold harmless the COUNTY, its officers, agents, and employees from and against claims, demands, payments, suits, actions, costs, recoveries, and judgments arising from negligent acts by the Fire Department and related to activities funded in part or in whole with funds made available under this Agreement. The FIRE DEPARTMENT shall be solely responsible for compliance with all applicable laws, including but not limited to those relating to occupational health and safety and financial expenditure and reporting, and FIRE DEPARTMENT agrees to indemnify and hold harmless the COUNTY against violations, in accordance with the foregoing sentence.
14. The FIRE DEPARTMENT must furnish an annual audit to the County.

The COUNTY promises and agrees as follows:

1. Not later than the 1st day of July of each year this Contract is in effect the Board of Commissioners of the COUNTY, acting as the governing body of the FIRE DISTRICT, shall adopt a budget ordinance for said FIRE DISTRICT in which sufficient monies will be appropriated to provide fire protection services for said district in accordance with this agreement. The budget ordinance shall be in a form and subject to the directions and limitations prescribed or provided in NCGS Section 159-13.
2. The COUNTY shall have no authorization or responsibility for the administration and supervision of FIRE DEPARTMENT'S officers, employees, and agents, it being acknowledged and agreed that said persons are not officers, employees, or agents of the COUNTY.
3. Not later than the 1st day of July of each year this Contract is in effect, the COUNTY will determine, within the limits prescribed by law, what rate of special ad valorem tax it will levy against property in the FIRE DISTRICT. In prescribing such rate the COUNTY shall consider the budget estimates of fiscal requirements submitted by the fire department, the recommendations of the district FIRE SERVICE TAX BOARD, and the tax basis of the FIRE DISTRICT. Upon approval of the budget ordinance for the FIRE DISTRICT as heretofore provided, the COUNTY shall levy and collect a special ad valorem tax in such District as provided by law.
4. After the tax rate is established and publicly disclosed, the Tax Administrator or Finance department will send the Fire Department an estimate of funds for the fiscal year. Annually, as requested by the FIRE DEPARTMENT, commencing the 1st day of July of each year, to the extent special FIRE DISTRICT tax revenues have been collected and appropriated in the FIRE DISTRICT Budget Ordinance, but no less frequently than once per month, the county shall pay over to the FIRE DEPARTMENT the monies collected for the area of responsibility of FIRE DEPARTMENT.
5. The County issues disbursement checks on the 10th of every month. Tax disbursements to fire departments are processed upon submission of vouchers by the tax department, typically by the 15th of each month.
6. The COUNTY, or their representatives, may inspect all records and accounts which the FIRE DEPARTMENT is required to establish and maintain under the provisions of this contract and may make such inspections at any reasonable time.
7. In consideration for the FIRE DEPARTMENT agreement to:
 - a. Provide mutual aid
 - b. protect public and private property, and

- c. will remove debris from the travel portion of the roadways,
- d. The County hereby pledges to transfer the funds collected within the tax district to the Fire Department for the provision of fire protection services. The remitted sum will be in accordance with the Tax Board's recommendation, subsequently approved by the Board of County Commissioners. Consequently, it may undergo annual adjustments to align with the evolving needs of the district. Payments will be disbursed in twelve monthly installments, reflecting compensation for the rendered Fire Protection services. The payment schedule will adhere to the permissible fund transfer regulations to Virginia, with the stipulation that the transferred funds are not labeled as "Tax."

The COUNTY and FIRE DEPARTMENT mutually agree as follows:

1. This contract shall remain valid and in force for a period of *5 years* from the effective date and will persist until replaced by a subsequent agreement or terminated as outlined herein. This Contract may be amended only by mutual agreement of the parties in a written addendum hereto, except that in the event a provision of the Contract becomes inconsistent with any state or local law duly and properly enacted hereafter, then and in the event only, such provision shall be deemed by both parties hereto to be amended to conform with such state or local law without necessity of any further action by either party.
2. Termination:
 - a. For Cause: At any time during the period of this Contract is in effect, either party may terminate this Contract for cause upon breach of or failure to perform said Contract on the part of the other party; such termination becomes effective on the date of such breach or failure to perform, provided that the aggrieved party within the reasonable time after such breach or failure to perform, shall provide written notice specifying such breach or failure to perform and allow the party at fault ninety (90) days within which to cure or correct such breach or failure to perform. In the event the breach or failure to perform is cured or corrected within such period, the Contract shall continue in effect as though such breach or failure to perform had not occurred; in the event there is no cure or correction of such breach or failure to perform within the prescribed time, the Contract shall terminate as heretofore provided.
 - b. Superseded: In the event this Contract is superseded by a new agreement executed in writing between the parties, this contract is forthwith terminated.
 - c. Non-appropriation: In the event, for reasons beyond the control of the Board of Commissioners of the COUNTY or within the lawful legislative discretion of said Board, special ad valorem property taxes are not levied in the FIRE DISTRICT or tax revenues are not appropriated for the FIRE DISTRICT Budget Ordinance for any forthcoming fiscal year in which this agreement is to be in effect, this agreement is terminated as of the end of the fiscal year next preceding such forthcoming fiscal year.
 - d. By Either Party: This contract may be terminated by either party at the end of any fiscal year by giving 180 days written notice of its intent to so terminate to the other party by registered or certified mail.

This agreement shall be deemed effective upon obtaining approval from the Warren County Board of Commissioners and subsequent compliance and approval by the North Carolina State Fire Marshal.

For any disputes or issues related to this agreement, the designated point of contact is the Emergency Services Director, who can be reached at (252) 257-1191.

IN TESTIMONY WHEREOF, on the date and year first above written, the COUNTY has caused this instrument to be executed by the Chairman of the Board of Commissioners of the COUNTY and attested by the Clerk to said Board, and the FIRE DEPARTMENT has caused this instrument to be signed in its name by its Chairman, attested by its Secretary, and its corporate seal hereto affixed, all by order of its Board of Directors duly given.

ATTEST: **Fire Department**

By President

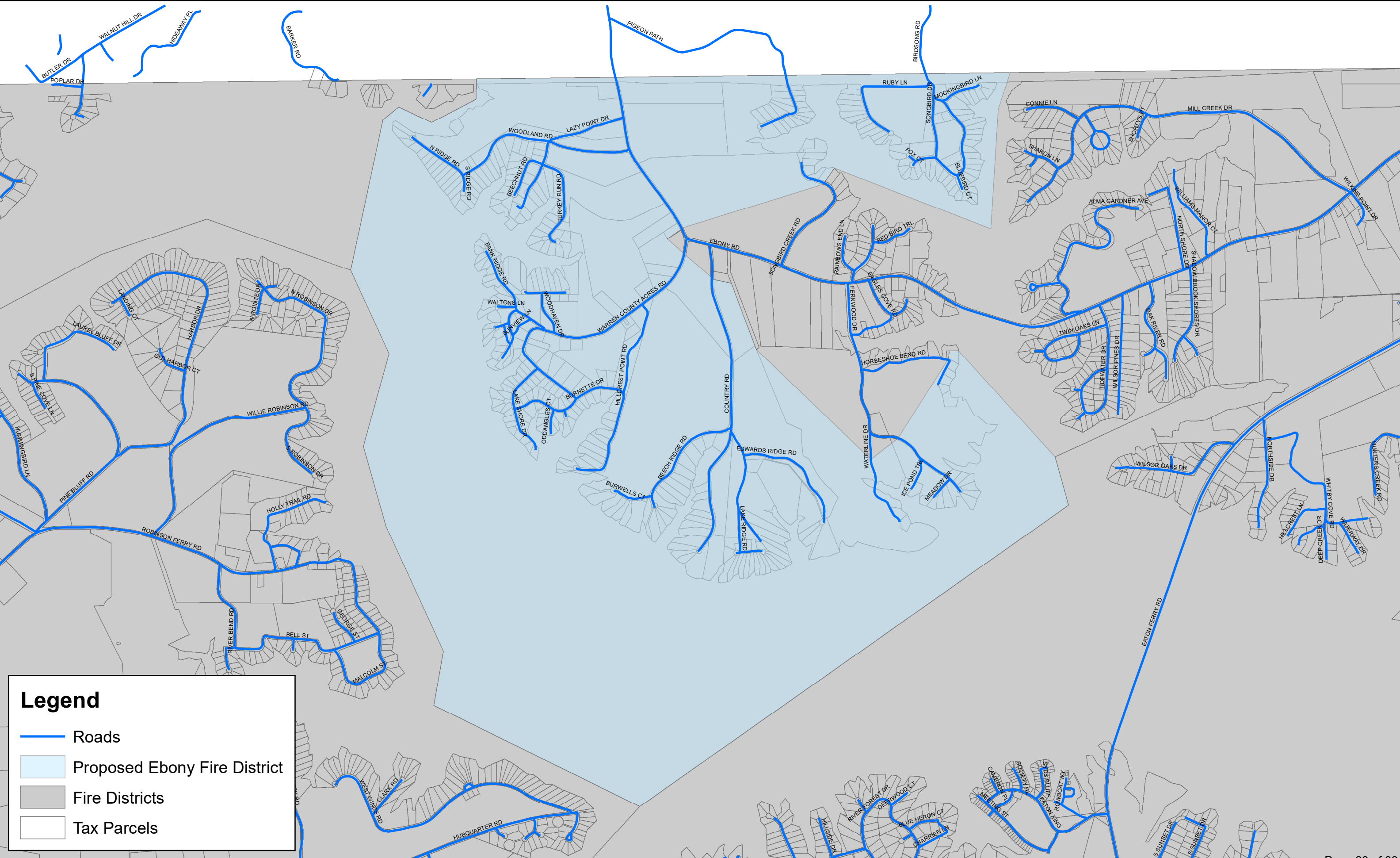
By Secretary

ATTEST: **Warren County**

By Chairman - Board of Commissioners

By Clerk to the Board

Proposed Ebony Fire District





To: Warren County Board of Commissioners

Through: Vincent Jones, County Manager

From: Charla Duncan, Community & Economic Development Director

Re: Update on county's greenways & trails initiative

Background

In FY 24, Warren County included \$100,000 in its general fund budget to launch an initiative to begin planning work for a new greenways and trails initiative. A competitive RFP was released to find a firm to assist in that work. Also in FY 24, NC Department of Transportation (DOT) Integrated Mobility Division (IMD) awarded Warren County a \$175,000 grant to fund feasibility work for a paved trails initiative. This money does not flow through the county, but instead is funded by NC DOT on behalf of the county to one of NC DOT's on-call engineers. The firm Thomas & Hutton was selected by the county to lead the community engagement efforts for the greenways & trails initiative, and Kittleson and Associates was selected to lead the paved trails feasibility work.

The NC DOT funding focuses specifically on a paved trail network that will connect the municipalities of Macon, Nolina, and Warrenton.

A community-based steering committee has formed to assist the county in these efforts. The steering committee developed the following vision and mission statements to guide the greenways and trails initiative.

Vision Statement: Warren County's greenways & trails safely link residents, families, and visitors to each other while fostering a deeper connection to the outdoors and natural landscape of the community. Through activities on the trail, new relationships are forged, old connections are restored, and economic opportunities are vibrant and accessible. The community is more health-conscious; they are environmental stewards and value public spaces, transportation, and art.

Mission Statement: Link key destinations, services, and economic opportunities by designing safe greenways and trails that are accessible to residents and visitors with diverse mobility needs and from varied economic backgrounds.

Residents can follow along with the initiative on the county's website at <https://www.warrencountync.com/873/Greenways-Trails-Initiative>.

Fiscal Impact

At this time, planning and feasibility work has no fiscal impact outside of the previously allocated \$100,000 in the FY 24 budget. However, future design work and construction of any phases of the trail will have a yet-to-be-determined cost.

Active grant request:

NCDOT-IMD is pursuing a Regional Partnership Challenge Neighborhood Access and Equity (NAE) grant, in partnership with the Great Trails State Coalition (GTSC), a diverse coalition comprising over 80 agencies and organizations advocating for increased state investment in all forms of non-motorized trails in North Carolina. The project, called Growing Rural Equity and Access to Transportation in North Carolina (GREAT NC), seeks to address the challenges North Carolina disadvantaged communities face in advancing federally funded infrastructure projects that improve safety, health, and environmental outcomes. The project will improve the quantity and quality of multimodal infrastructure and greenway projects in rural, economically disadvantaged communities across the state by creating a construction-ready pipeline of pedestrian and bicycle facilities with no match requirement and building local capacity for project delivery to address the persistent regional mobility challenge of safe and equitable bicycle and pedestrian access to daily destinations in rural North Carolina. It will accomplish this by completing design and/or construction of facilities from the adopted Great Trails State Plan found in economically disadvantaged communities.

The NC DOT-IMD grant team identified 13 potential GTSP projects for preconstruction work totaling 148 miles. NCDOT will propose constructing a portion of the 148 miles but will likely not identify specific segments for construction prior to submittal. GREAT NC is also requesting funding for capacity building activities in disadvantaged and underserved communities across the state. The GTSP segment(s) identified in Warren County are as follows:

- #9 Warren County Loop: **GTSP Segment 5D – Raleigh to Halifax County & VA line (S-Line)**; 12.5 miles of a shared-use path connecting Warrenton, Macon, and Norlina.

Recommendation

At this time, there is no formal action needed from the Board of Commissioners. At a future date, staff will bring back to the board a preferred route alignment for connecting the three municipalities and any suggestions for trail branding. All items coming before the board will be reviewed by the steering committee in advance.



Update on Transportation Projects

Warren County Board of Commissioners

December 13, 2023

Agenda

- ◆ Paved Trail Feasibility Study (Active)
- ◆ S-Line
 - Transit-Oriented Development Study (Completed)
 - Mobility Hub (Active)
- ◆ Future Opportunities
- ◆ Questions

Warren County Paved Trail Feasibility Study

Project Goals

- Examine options for providing **non-vehicular travel options** between the shared assets of Macon, Norlina, and Warrenton
- **Safely connect** the communities of Macon, Norlina, and Warrenton while providing opportunities for **accessible recreation**

Vision

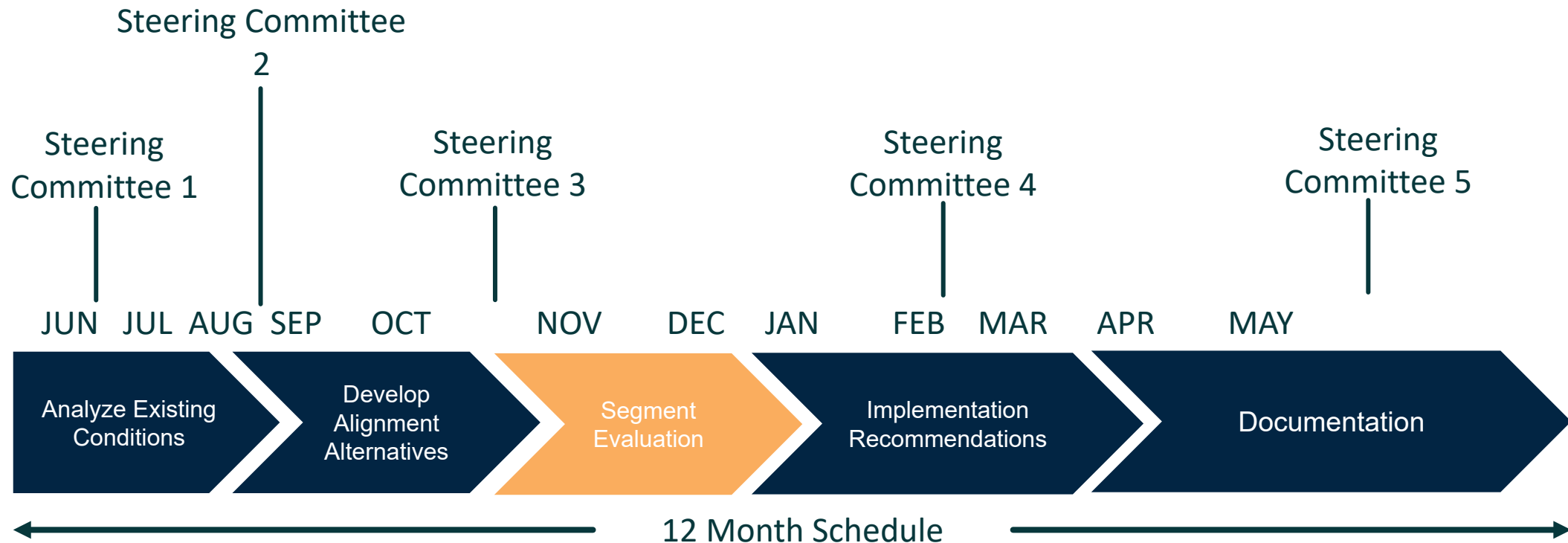
Warren County's greenways & trails safely **link residents, families, and visitors** to each other while **fostering a deeper connection to the outdoors and natural landscape of the community**. Through activities on the trail, new relationships are forged, old connections are restored, and **economic opportunities** are vibrant and accessible. The community is more **health-conscious**; they are **environmental stewards** and **value public spaces, transportation, and art**.

Mission

The mission of the Warren County Greenways & Trails is to **link key destinations, services, and economic opportunities** by designing safe greenways and trails that are accessible to residents and visitors with diverse mobility needs and from varied economic backgrounds.

Project Scope

- Provide alternatives for potential alignment of paved trail
- Provide recommendation of preferred alignment of paved trail
- Implementation Plan and phasing strategy
- Project Cut Sheets for each phasing alternative
- Concept design plan for a priority segment
- Trail branding and amenities strategy
- Summary of potential funding sources



Community Engagement Approach



Steering Committee

Earlene Henderson

Jereann King Johnson

Sarah Bransfield

William Green

Jason Young

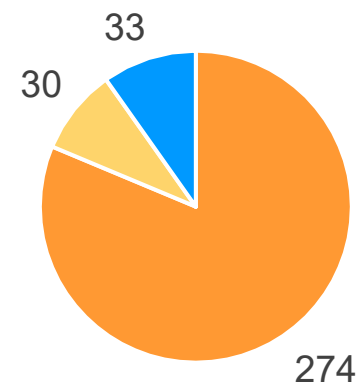
Melvin Tarleton

Kyle Owens

Vicky Stokes

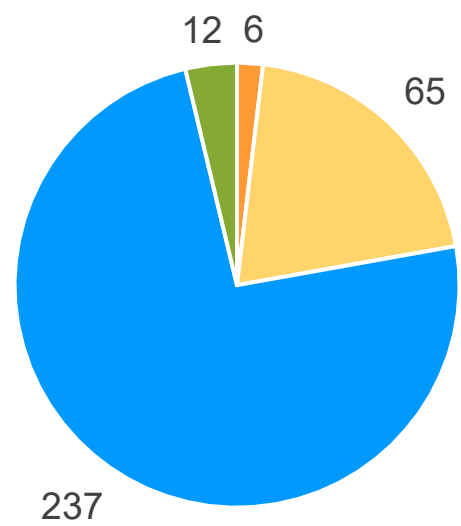
Community Outreach

Total Surveys



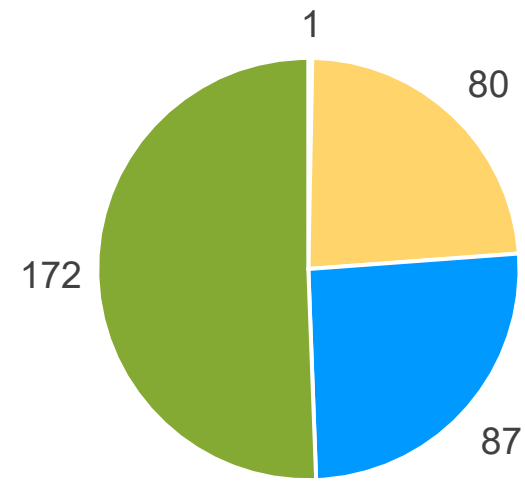
■ Full Time Residents
 ■ Part Time Residents
 ■ Frequent Visitors

Race



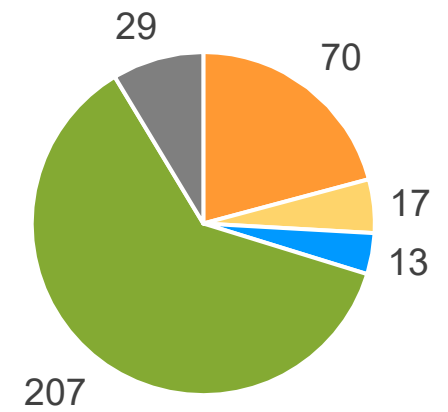
■ American Indian
 ■ Black
 ■ White
 ■ Other

Age



■ < 18
 ■ 18-40
 ■ 41-55
 ■ 55+

Community



■ Warrenton
 ■ Norlina
 ■ Macon
 ■ Outside Town Limits
 ■ Outside Warren County

Community Outreach, continued

1. How often do you bike or walk in Warren County?

[More Details](#)

[Insights](#)

● Daily	95
● Weekly	97
● Monthly	36
● Rarely	63
● Never	49



Key Takeaway: 56% of people already walk or bike at least once a week.

2. How often would you bike or walk if a trail system was available in Warren County?

[More Details](#)

[Insights](#)

● Daily	139
● Weekly	124
● Monthly	26
● Rarely	30
● Never	20



Key Takeaway: 77% of people would bike or walk at least once a week if a trail system was available in the County.

Community Outreach, continued

10. Do you agree that Warren County residents would benefit from greenways and trails that connect people with key destinations (recreation sites, public services, businesses, and job opportunities)?

[More Details](#)

 Insights

	I strongly agree	219
	I agree	67
	My opinion is neutral	37
	I disagree	12
	I strongly disagree	4



Key Takeaway: 83% of respondents agree that Warren County residents would benefit from greenway and trails in the county

Trails look different in different place



Yellow Jacket Trail
Bessemer City, NC



MassDOT Shared Use Path
Statewide, MA



Chester Creek Trail
Anchorage, AK

General Approach for Identifying Potential Paved Trail Alignments

To support the most cost-effective implementation of a future paved trail

1. **Restripe:** Identify possible improvements within the existing roadway (edge-of-pavement to edge-of-pavement)

THEN

2. **Reconfigure:** Identify possible improvements within existing streetscape (back-of-sidewalk to back-of-sidewalk)

THEN

3. **Widen:** Identify possible improvements outside existing streetscape (may require some ROW acquisition)

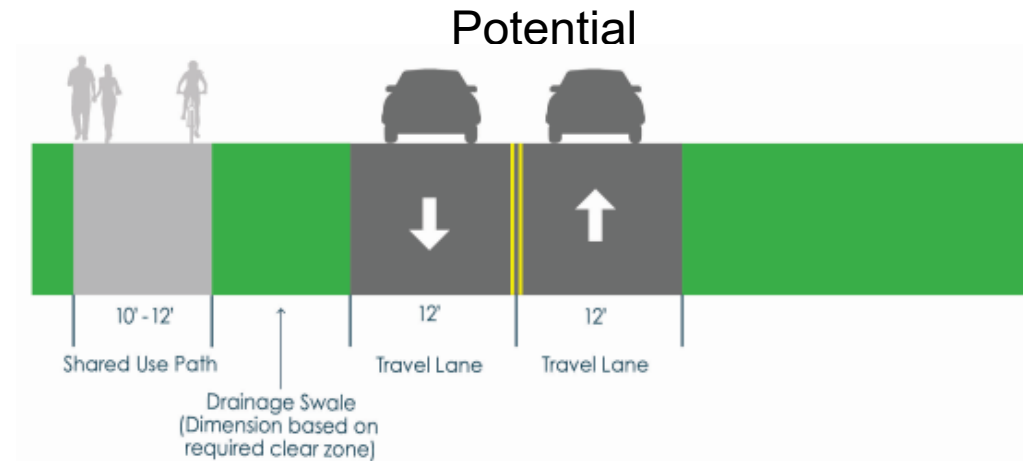
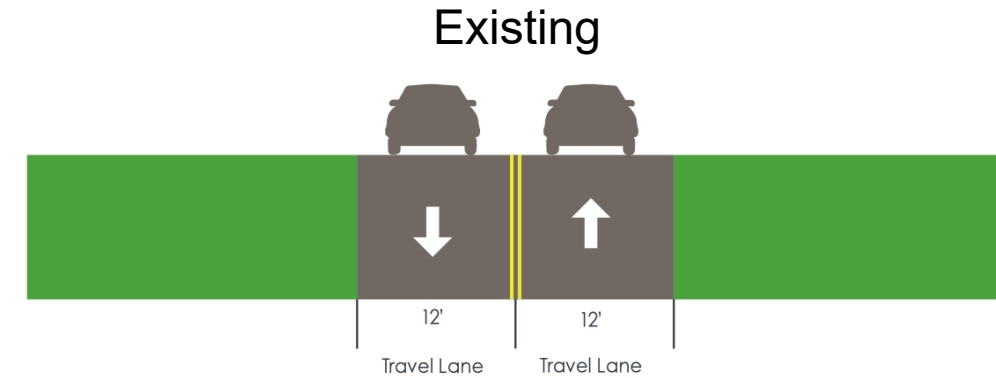
Typical Shared Use Path Section

◆ Typical section along:

- US-401 between Ridgeway St and US-158
- US-158 between Norlina and US-158 BUS
- US-158 BUS between Warrenton and Macon
- Warren Plains Rd between US-158 and Warrenton
- Connell Rd between US-401 and Warren Plains Rd
- Horse Creek between MLK Jr. Blvd and Ridgeway St
- Campus Dr/School Bus Driveway between US-158 and Connell Rd

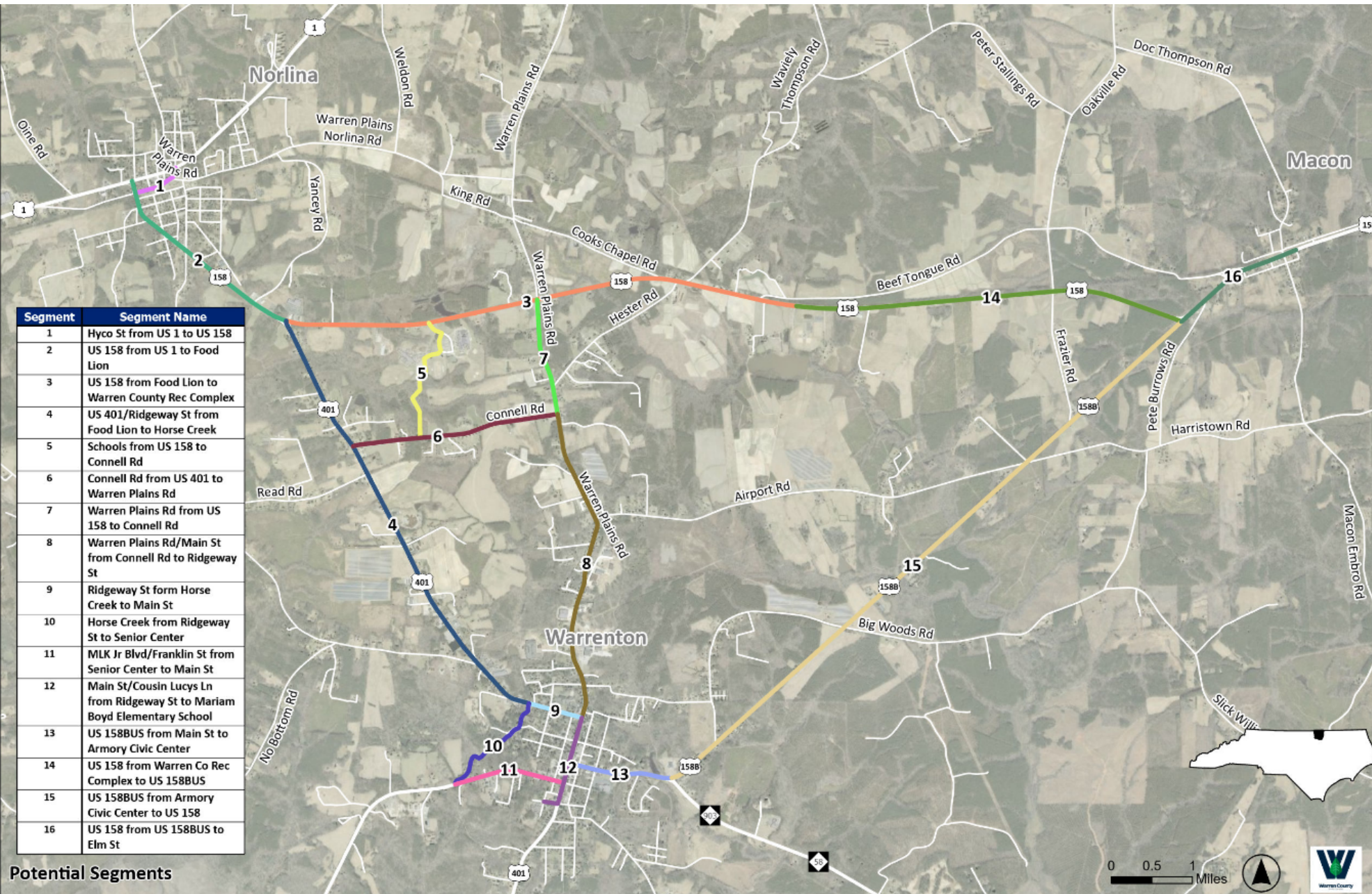


Looking West – October 2021



* Face-of-curb to face-of-curb widths based on field measurements; other dimensions are estimates

Paved Trail Potential Alignments



Evaluation Matrix

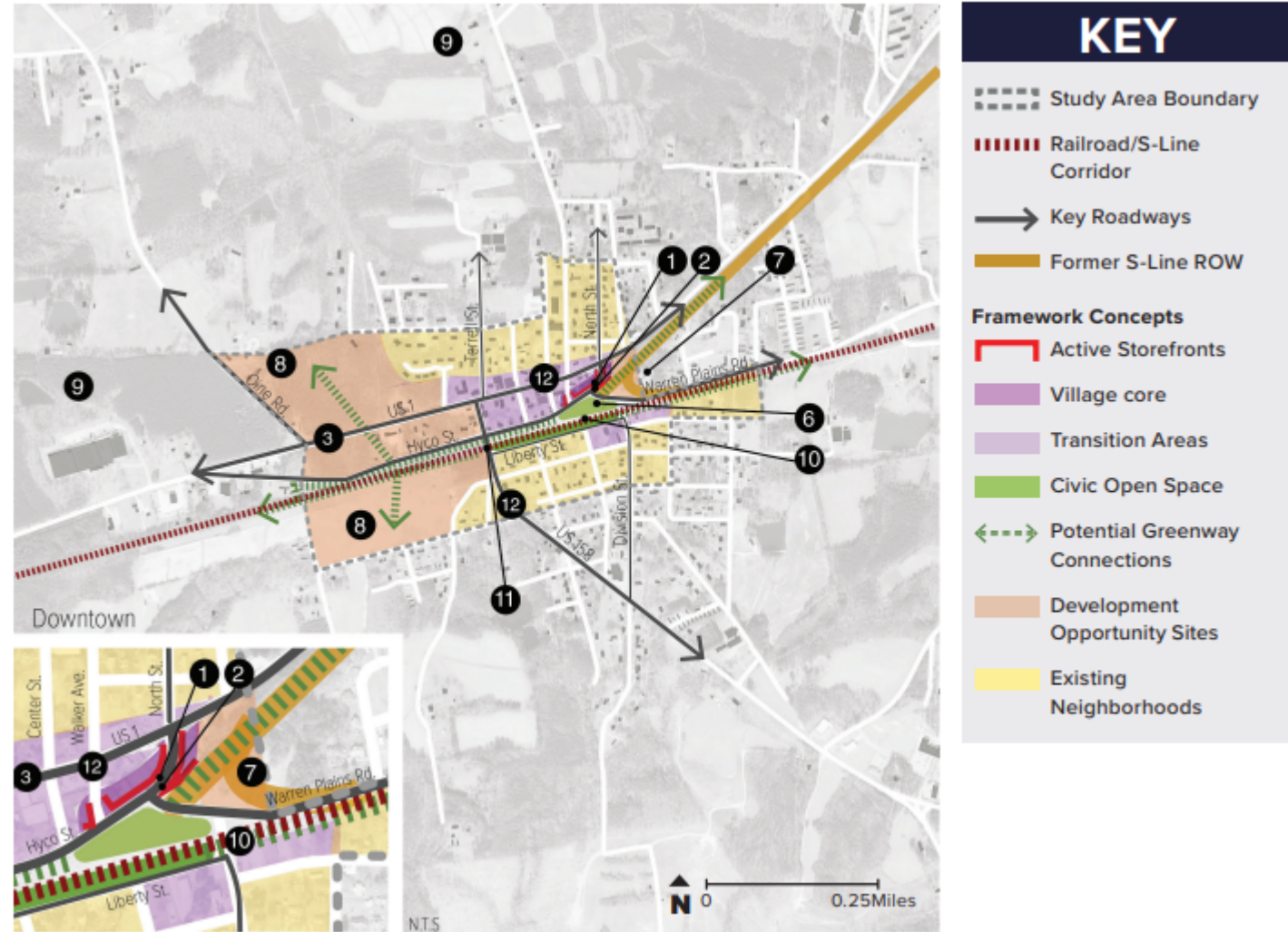
Length (i.e. Directness of Route)	Structures Required	Impacts to Existing Curb	Publicly Owned Parcel Impacts	Private Business Impacts	Private Residential Impacts
Impacts to Railroad ROW	Utility Impacts	Creek Crossings	Major Street Crossings	Slopes of Adjacent Land	Reconfiguration Required
Access to Destinations	User Comfort	Truck Route	Access to Affordable Housing	Wetland Impacts	Community- Based Opportunities

Next Steps

- ◆ Conceptual Design of Preferred Alignment
- ◆ Implementation Strategy
- ◆ Branding
- ◆ Community Engagement
- ◆ Final Report

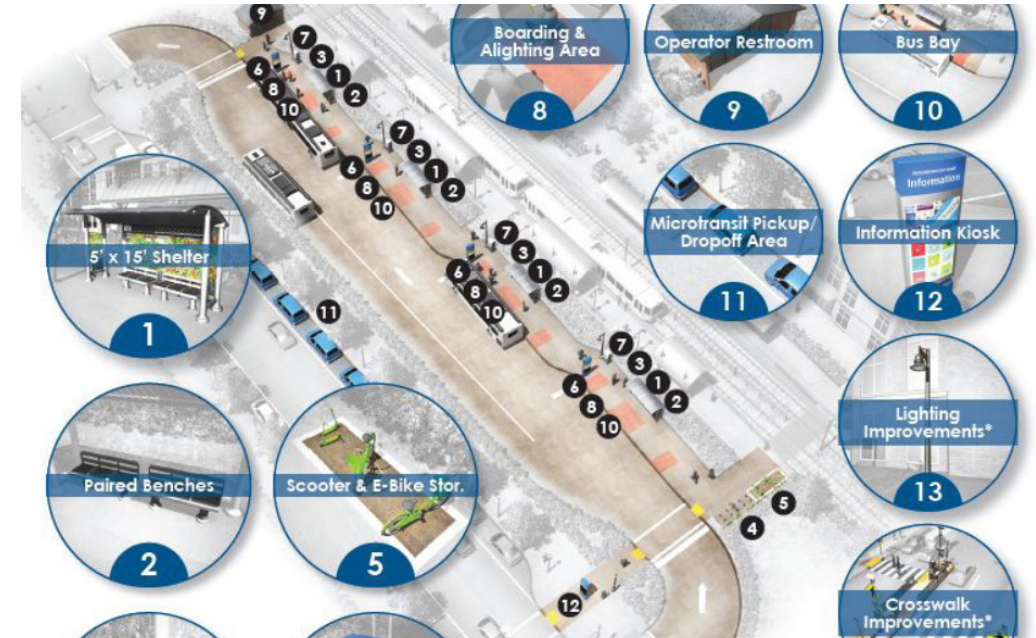
S-Line Transit-Oriented Development (TOD) Study

- ◆ Improve Mobility and Access
- ◆ Support Downtown Vibrancy
- ◆ Increase and Diversify Housing
- ◆ Create Workforce Opportunity and Capitalize on Economic Potential of Rail Service
- ◆ Maintain Equitable Access to Opportunities
- ◆ Support Opportunities for Upward Mobility



S-Line Mobility Hub

- ◆ Site feasibility study for multimodal center
- ◆ NEPA process (environmental review)
- ◆ Design of multimodal infrastructure
- ◆ Rail integration
- ◆ Design of mobility hub



NTP: December
2023

Feasibility
Study/Site
Assessment

NEPA

Preliminary
Engineering

Completion:
December 2024

Funding Next Steps

Paved Trail

Reconnecting
Communities Grant
Awarded for Design
Funding for Paved Trail

Mobility Hub

Grant Opportunity for
Construction

S-Line

Design and Construction
of Railroad

THANK YOU



TO: Warren County Board of Commissioners

FROM: Rose Ponton, Economic Development Specialist

THROUGH: Vincent Jones, County Manager

DATE: December 1, 2023

SUBJECT: Consider approval of Creating Outdoor Recreation Economies (CORE) Strategic Plan

Background

In the fall of 2022, the NC Department of Commerce's Main Street & Rural Planning Center announced a technical assistance program called Creating Outdoor Recreation Economies (CORE) to offer planning and asset development for communities to leverage the abundant outdoor recreation resources available across the state of North Carolina to bolster local economic vitality.

In October 2022 Warren County applied to participate in the new program and formalized that participation with a Memorandum of Understanding on February 6, 2023.

The program focuses on activities communities can do to:

- Increase tourism
- Encourage small business development
- Position communities to attract outdoor gear manufacturing industries
- Plan for outdoor recreation asset and infrastructure development
- Enhance quality of life improvements for residents

The CORE Work Group has met 5 times since March 2023 and reviewed the implementation plan with a recommendation to adopt. Community & Economic Development staff also coordinated a CORE Stakeholder Engagement breakfast to

gather additional input and facilitate conversation among local business owners and community leaders at Buck Spring Park on September 26, 2023.

The CORE final draft was presented to the Warren County Economic Development Commission at their regular meeting Nov 20, 2023 and received a unanimous vote in favor of recommendation to this board.

In North Carolina, outdoor recreation is a big economic driver, with \$11.8 billion in total outdoor recreation value-added economic impact to the state's annual GDP. This included employment for over 130,000 individuals that resulted in over \$5.9 billion in total compensation. Key industries within the outdoor recreation sector employ over 8,000 people in manufacturing; 44,000 in retail; 27,000 in accommodation and food service; and over 23,000 in arts, entertainment, and recreation.

Warren County has seen significant increases in tourism in recent years, with the highest percentage growth year over year in tourism in 2020 and \$2,292,000 in AirBnB host income in 2022; an income that would translate into \$114,600 in income for the county, for example, now that Senate Bill 154 has been ratified and the county is poised to levy an occupancy tax upon creation of a TDA.

Fiscal Impact

There is no fiscal impact in the county adopting the CORE strategic plan. There may be costs associated with action items, but the adoption of the plan itself has no fiscal impact.

Recommendation

I recommend that Board approve the Warren County Creating Outdoor Recreation Economies Strategic Plan. This is the recommendation from the Director of Warren County Economic Development, as well as the Economic Development Commission.

The stated priorities of fostering agritourism, agribusiness, and outdoor recreation as stated in the 2022 Warren County Comprehensive Development plan were considerations for this work. Continuing professional support from

both NC Commerce and the Main Street and Rural Planning Center will also provide county staff with expanded capacity in implementing the strategic plan.

CREATING OUTDOOR RECREATION ECONOMIES (CORE)

North Carolina Department of Commerce
Main Street & Rural Planning Center



Funding for this program made possible by the US Economic Development Administration



NORTH CAROLINA
**DEPARTMENT of
COMMERCE**

CREATING OUTDOOR RECREATION ECONOMIES

Technical Assistance for Outdoor Recreation Economy Strategic Planning & Asset Development

Our goal is to help rural communities leverage natural assets to increase economic opportunity through the outdoor recreation economic sector.



Outdoor Recreation Economies - Defined

The **outdoor recreation economy** is the web of service and product-based businesses associated with outdoor recreation activities.

Stakeholders include:

- Outfitters & Guide Services

- Gear Designers & Manufacturers

- Product Retailers & Gear Service Shops

- Hospitality & Food Service

- Travel-oriented Businesses

North Carolina's Outdoor Recreation Economy

- **\$14.5 billion** in total Outdoor Recreation Value Added economic impact (BEA ORSA 2022)
- **146,000 direct jobs** statewide across the Outdoor Recreation Satellite Account categories (BEA ORSA 2022)
- Resulting in **\$6.8 billion in wages and compensation** for North Carolina workers

Planning Process

Warren County & Town of Warrenton



NORTH CAROLINA
**DEPARTMENT of
COMMERCE**

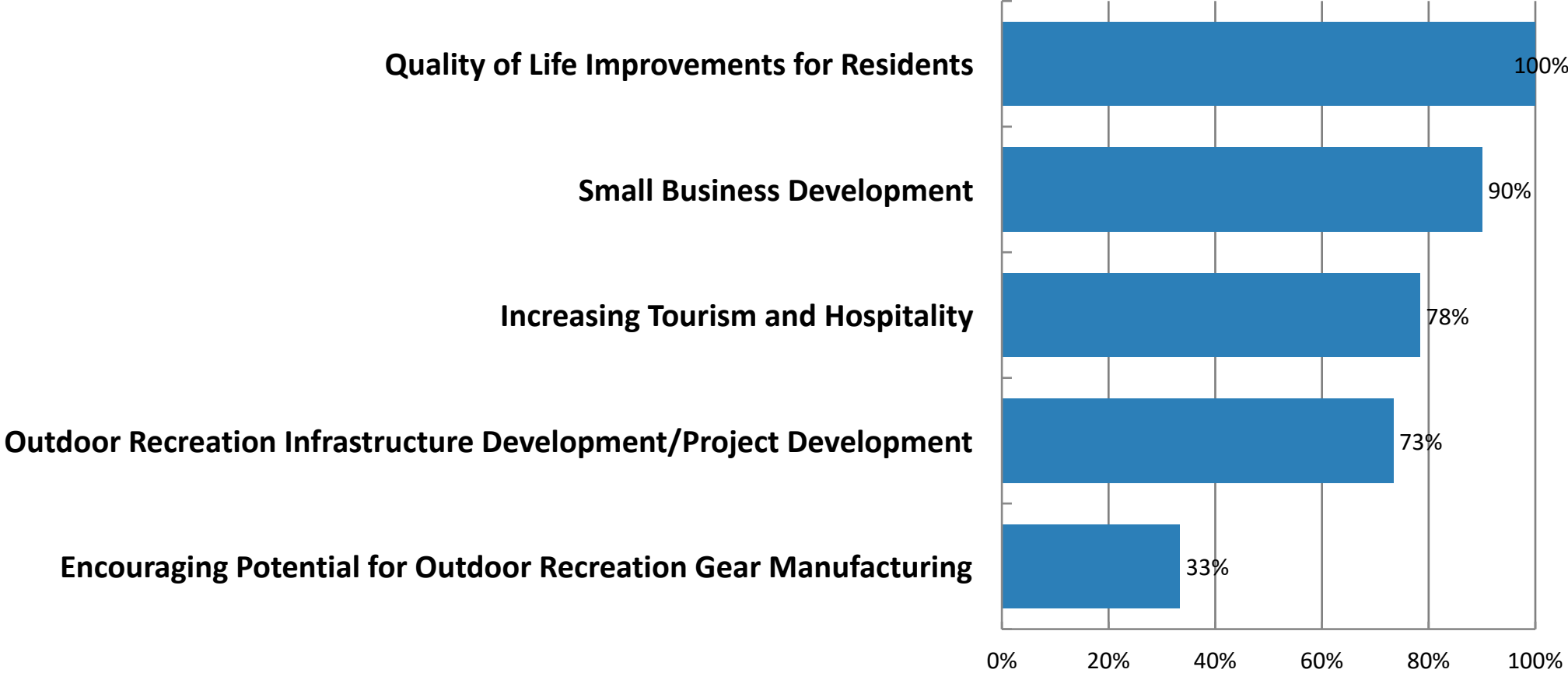
Work Group Meetings

- Work done in tandem with Town of Warrenton; county and municipality to receive individualized plans
- **9 individuals** representing county and town staff, business owners, economic development/tourism professionals, and outdoor enthusiasts
- **5 meetings** since March 2023
- Shared input and reviewed community input data to develop vision and workplan

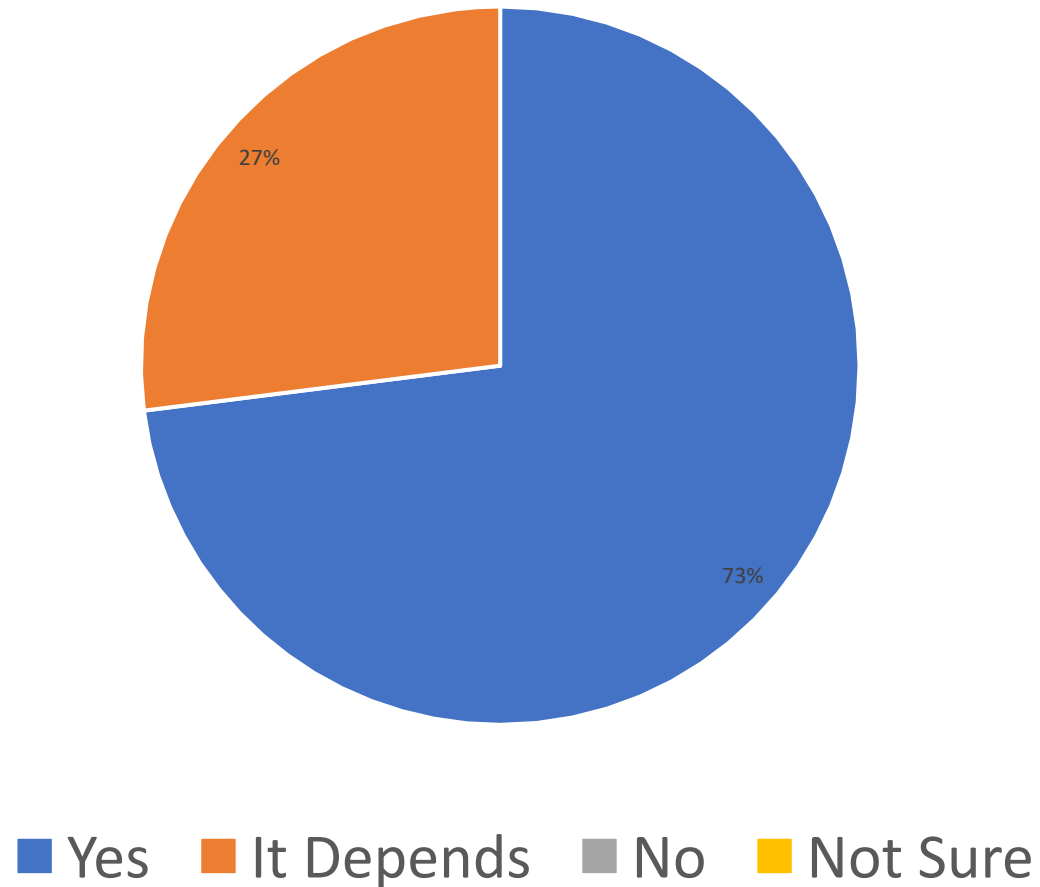
Stakeholder Input

- **Outdoor Recreation Economy Stakeholder Survey** – Conducted a stakeholder survey and received 15 responses
- **Stakeholder Interviews** – CORE Stakeholder Engagement Breakfast with 17 attendees

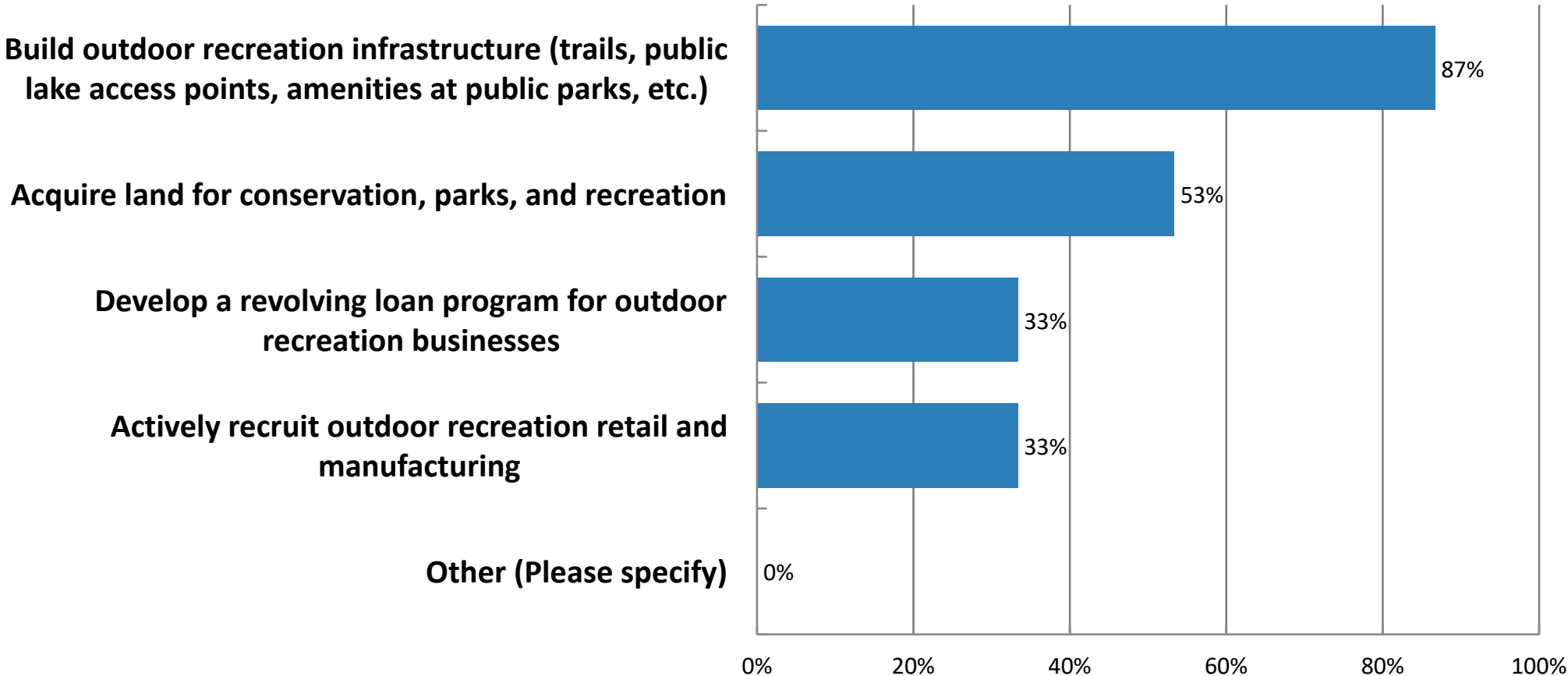
Warren County’s community and economic development strategy focus areas for outdoor recreation - ranked by importance



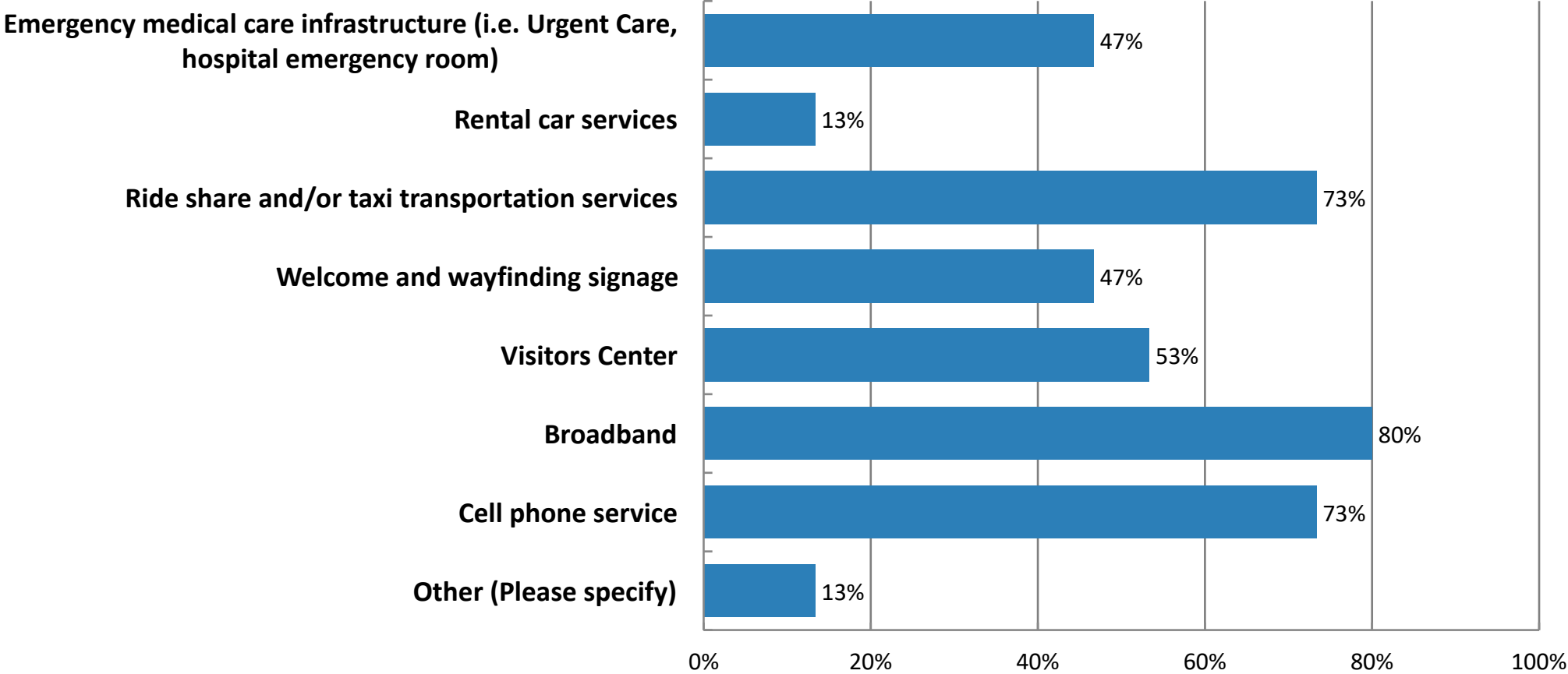
Should Warren County government invest more local funding in building and supporting the outdoor recreation economy?



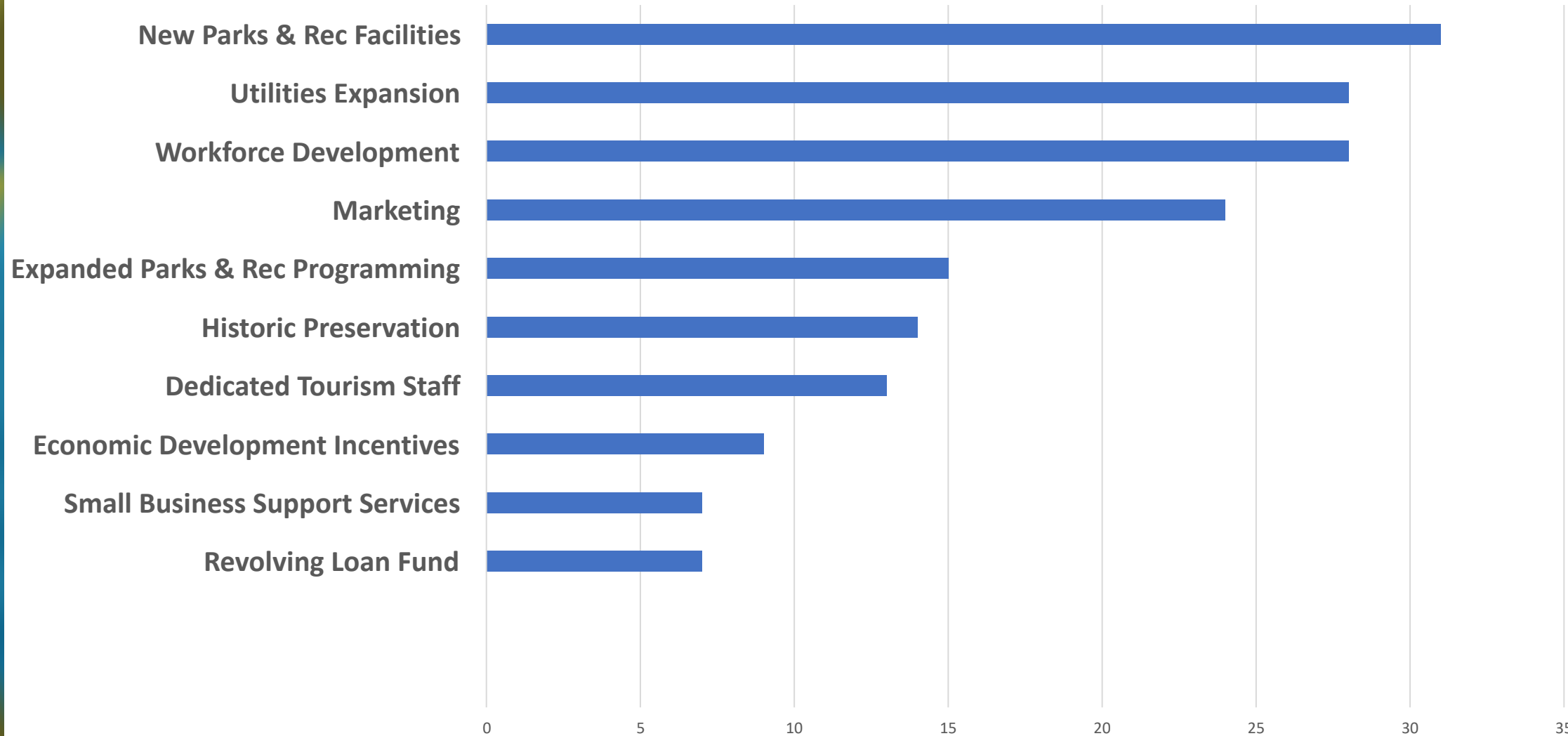
What should we invest in?



Services needed to improve visitor experience & the economic impact of tourism and outdoor recreation



“Vote with Your Dollars” CORE Stakeholders' Event



Additional Research

- The technical team reviewed **prior planning projects** and **community economic and demographic data**
- Created an **outdoor economy asset map** using input from the local work group
- NC Main Street staff developed a **Retail Marketplace Snapshot**

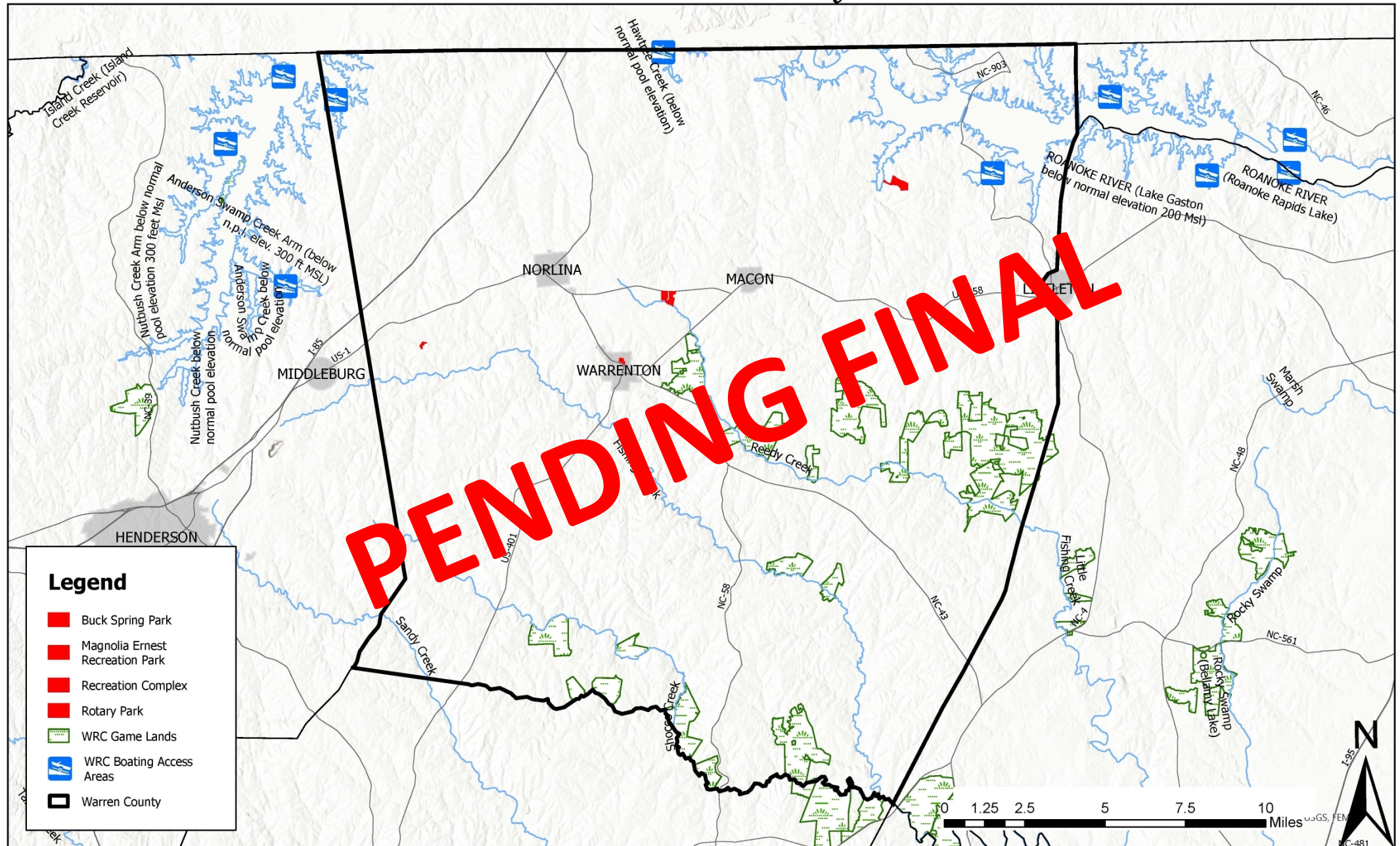
ASSET MAPPING

Warren County



NORTH CAROLINA
**DEPARTMENT of
COMMERCE**

Warren County



OUTDOOR RECREATION ECONOMIC POSITIONING STATEMENT

Warren County



NORTH CAROLINA
**DEPARTMENT of
COMMERCE**

Economic Positioning Statement

With nationally recognized year-round outdoor recreation opportunities, Warren County's scenic farmland, clear waters, and open skies have set the scene for generations of memory-making experiences for residents and visitors. Vibrant and welcoming, Warren County is a place for people of all backgrounds to stretch their legs and celebrate their connection to the landscape in a thriving, rural community.

STRATEGIC PLAN (5-YEAR)

Warren County



NORTH CAROLINA
**DEPARTMENT of
COMMERCE**

GOALS & STRATEGIES

Goal 1: Increase outdoor recreation and related small business revenue by 5%

Goal 2: Expand publicly owned outdoor recreation amenities by two sites

Goal 3: Develop the county's outdoor goods-producing industry

Goal 4: Build a resilient and passionate outdoor recreation workforce

Goal 5: Develop sustainability and conservation practices to protect natural resources and community aesthetic

Goal 1: Increase outdoor recreation and related small business revenue by 5% annually

Strategy 1.1: Extend the traditional outdoor recreation season beyond May-September

Strategy 1.2: Improve resident engagement and participation in outdoor activities

Strategy 1.3: Improve economic impacts of existing festivals, cultural & historical events, and tours by 5% annually; incorporate elements of outdoor recreation as appropriate

Strategy 1.4: Expand the county's marketing plan to include outdoor recreation brand identity

Strategy 1.5: Establish a Tourism Development Authority (TDA)

Goal 1: Increase outdoor recreation and related small business revenue by 5% annually

Strategy 1.6: Increase travel-related expenditures revenue by 10% annually

Strategy 1.7: Increase availability of and revenue from short-term rentals by 3% annually

Strategy 1.8: Facilitate outdoor recreation activities in partnership among local businesses, Warren County Parks and Recreation, the Warren County School system, and early childhood businesses

Goal 2 – Expand & improve publicly-owned outdoor recreation amenities by two sites

Strategy 2.1: Expand mountain biking and walking trails by 20+ miles

Strategy 2.2: Advocate for the expansion of allowable outdoor recreation activities within state game lands

Strategy 2.3: Develop amenities at the county-owned Buck Spring public access point on Lake Gaston

Strategy 2.4: Market public access at Kimball Point on Kerr Lake

Objective: Expand kayak & canoe access

Goal 2 – Expand & improve publicly-owned outdoor recreation amenities by two sites

Strategy 2.5: Secure funding for 25% of phase 1 of the greenways and trails initiative

Strategy 2.6: Continue to grow and diversify Warren County Parks & Recreation outdoor recreation programming and facilities

Strategy 2.7: Develop the county-owned community facility and farmers market at 429 W. Ridgeway St. in Warrenton

Goal 3: Develop the outdoor recreation goods-producing ecosystem

Strategy 3.1: Increase outdoor recreation business development opportunities by 2 activities per year in partnership with VGCC Small Business Center and other business development agencies

Strategy 3.2: Implement a Business Retention & Expansion (BRE) program for Warren County with a measurable focus on outdoor recreation-related businesses

Strategy 3.3: Conduct an industry cluster inventory and analysis, as well as a supply chain map for the outdoor recreation industry

Goal 3: Develop the outdoor recreation goods-producing ecosystem

Strategy 3.4: Support the expansion and attraction of outdoor recreation manufacturing companies

Strategy 3.5: Target outdoor recreation goods-producing industries in the local economic development incentive policy

Strategy 3.6: Explore alternative financing options and small business services and educational programming

Goal 4: Build a resilient and passionate outdoor recreation workforce

Strategy 4.1: Partner with VGCC to support the expansion of industry-specific workforce development training programs (hard and soft skills)

Strategy 4.2: Market VGCC customized training and apprenticeship programs

Strategy 4.3: Work with local businesses to advocate for and support increased goods-producing average weekly wages by \$300

Strategy 4.4: Work with local businesses to advocate for and support increased service-producing average weekly wages by \$200

Strategy 4.5: Facilitate educational opportunities for K-12 students and workforce pipeline about outdoor recreation career and employment options in Warren County

Goal 5: Develop sustainability and conservation practices to protect natural resources and community aesthetic

Strategy 5.1: Promote land management practices that advance the dual purpose of environmental sustainability and recreational opportunities intending to sustain peoples' connection with nature, and enhance human health outcomes

Strategy 5.2: Examine land use policies and promote conservation-oriented development and sustainable best practices in recreational facility design and construction

Strategy 5.3: Work to identify challenges posed by severe weather to outdoor recreation destinations and the related business ecosystem, and formulate a rapid-response business and facilities assistance framework

Next Steps

- Adoption of the Creating Outdoor Recreation Economies (CORE) Strategic and Implementation Plan

Questions??

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Clayton, NC 27520



To: Warren County Board of Commissioners

Through: Vincent Jones, County Manager

From: Nikki Dickerson, Finance Director

Re: MUNIS Add-Ons

Background

I was able to see some of these services being used at the leadership conference. Some of the networking connections in much bigger municipalities already have these services and spoke highly of the capabilities. The Finance Director from Mesa, AZ that was my partner throughout the academy was able to sign over 400 vouchers in minutes while I manually sign and date vouchers for payment weekly.

Some of the highlights include:

- Electronic POs routed through chain of command for signatures. This would give us the same capability with vouchers once we were comfortable with the PO process. THIS IS A BIG STEP TOWARD ADVANCING TECHNOLOGY IN WARREN COUNTY AND ELIMINATING PAPER WASTE.
- Records Management and Immediate Access to all documents related to payments – The PO, invoice, backup and any other information will be attached in a file to the check for easy access and printing.
- Information search through AI with keywords instead of having to know things like vendor number or line-item number used.
- Documents scanned, filed, and indexed taking audit information request retrieval from days to minutes. Currently we have to pull the checks and make copies of check and backup for auditors to pick up or pull the check and scan check with backup to attach for auditors in the portal.
- Ability to receive and store timesheets by pay period as attachments along with upload accruals instead of having to manually key in for each employee. This is an important function to provide HR access to timesheet information when needed for Workers Comp audits and other retirement requests.
- There is an onboarding feature included that HR could utilize if interested.

There is a second piece for MUNIS that we are requesting in conjunction with HR. When payroll tables were set up, MUNIS was not being utilized effectively. We have a quote of \$4,900 for MUNIS to provide project management and implementation for changing Job Class Codes. This will ultimately require setting up Grades with a Minimum and Maximum

range, creating Job Classes within those Grades, assigning positions to those job classes, and transferring employees into those newly created positions. This is a project Finance as well as HR began working on several months ago. This project has time constraints based on the payroll schedule. MUNIS will need to be involved to train staff on setting up new parameters as well as executing transition from the train to live environment between payroll processes. The completion of this project will be beneficial for many reasons but mainly for reporting accuracy and maintaining integrity within the job ranges. The cost of this project management and implementation portion is \$4,900. This is for 24 hours of MUNIS time. I am hoping this is on the high end and we will be able to do the majority ourselves after they give us the format.

Fiscal Impact

The initial price for both parts would be no more than \$ 27,484 with an annual renewal cost of \$10,284.

Recommendation

Given the savings in resources including time and supplies, Finance is asking for approval to move forward with this implementation immediately. The benefits directly impact payroll processing, HR reporting, audit information retrieval, departmental access to reports and backup, and reduction of environmental resource usage. This would move Finance closer to the strategic plan goal of technologically advancing processes of the County.

Content Manager

STREAMLINE THE FLOW OF DIGITAL INFORMATION AND TRANSFORM
ACCESS TO RECORDS AND DOCUMENTS



Your time and office space are valuable. That's why you need innovative solutions to maximize your document storage and streamline processes across the organization. Whether you're ready to lessen the paper shuffle or eliminate paper storage altogether, Content Manager is an industry-leading solution that helps bring your physical document storage system into the digital age. Electronically capture, manage, and retrieve all your documents securely and efficiently. Modernize submission and review of critical documents with custom designed fillable forms, routing, and electronic signature capabilities. Content Manager is built with flexibility to meet your organization's needs and directly integrate with many Tyler products. Content Manager provides out-of-the-box connections for a wide range of document types, providing the flexibility to search, retrieve, and review documents across your applications in one central view.

"The ability to assign roles and privileges with more granularity has greatly improved internal controls. The separation of duties we have been able to implement is great and makes the auditing process easier and more transparent."

— Pryor Public Schools, Oklahoma



The Value of a Cohesive Content Management Application

Content Manager Core is directly integrated with your Tyler applications to store, manage, protect, and retrieve a wide range of content. Content Manager Core is a turnkey document management solution with a library of hundreds of pre-defined document types to optimize business processes associated with your Tyler solutions.

- Features a simple, intuitive, and powerful indexing and search system allowing you to quickly retrieve documents.
- Automates the capture and storage of data associated with each Tyler record and links to the content, enabling advanced search and seamless visibility into related documents.
- Creates an audit history of images and document related data. Integrated document retention schedules help you manage document inventory while meeting local mandates.
- Control security in alignment with your Tyler applications, maintaining control over access to critical documents.

“We can retrieve documents much more easily. Users can go in and easily index and complete document searches, whereas before, it was like ‘OK, what cabinet are they in?’”

— City of Hartford, Connecticut

The screenshot shows a web application interface for document management. The main content area displays a form titled "Application for City of Tyler Advisory Committee". The form includes fields for "Committee Applying for", "Name", "Resident Address", "Mailing Address", "Home Phone", "Cell Phone", "Email Address", and "Type". There are also checkboxes for "Are you 18 or older?" and "Are you full time resident?". A note states: "You will be asked to provide your resume and 2 professional letters of reference." The sidebar on the left shows a list of documents with columns for Date, Document Number, Type, and DocType. The sidebar on the right shows document information including Applicant Number, Committee, Name, Year, Submit Date, Email Address, Address, Resume Attached, Letters of Reference, Type, Attachment Filename, and Document Number.

Date	Document Number	Type	DocType
01/01/2022	CLK-2002-10	Application	CLK_AdvisoryRef...

Date	Key1	Key2	DocType
07/21/2022	Urban Redevelopm...	Checklist	CLK_AdvisoryDocs
07/21/2022	Urban Redevelopm...	Handbook	CLK_AdvisoryDocs
06/20/2022	Urban Development...	Oath of Allegiance	CLK_Oath
02/25/2022	Urban Redevelopm...	Letter of Reference 1	CLK_AdvisoryRefer...
02/02/2022	Urban Redevelopm...	Letter of Reference 2	CLK_AdvisoryRefer...
01/01/2022	Urban Development...	Resume	CLK_AdvisoryResu...

Application for City of Tyler Advisory Committee
Return completed application to:
Department of City Manager
Centennial Hall, 124 10th Street
Contact Planning & Community Development at (970) 871-8258 with any questions.

Committee Applying for: Urban Advisory Committee

Name: Oliver Johnson

Resident Address: 12345 Main St. Tyler, CO 82465

Mailing Address: P.O. Box 82465

Home Phone: 970-555-5554 Cell Phone: 970-552-4525

Email Address: oliver.johnson@outlook.com

Are you 18 or older: ☐ Yes ☒ No

Are you full time resident: ☐ Yes ☒ No

You will be asked to provide your resume and 2 professional letters of reference.

Why do you want to serve on this committee:

Document Information

Applicant Number: CLK-2002-10

Committee: Urban Redevelopment Committee

Name: Oliver Johnson

Year: 2022

Submit Date: 01/01/2022

Email Address:

Address: 12345 Main St. Tyler, CO 82465

Resume Attached: Yes

Letters of Reference: 2

Type: Application

Attachment Filename: Application for Advisory Committee Oliver.tif

Document Number: CLK-2002-10

Content Manager Enterprise

Content Manager Enterprise expands your content management footprint beyond the standard document type library. Your staff will be empowered with the flexibility of custom document templates and security groups to provide management of content throughout your entire organization.

Leverage Content Manager Enterprise outside of your Tyler solution to save time and money, streamline maintenance, and provide transparency by consolidating multiple content management repositories, network drives, email storage, and file rooms into one platform.

And avoid the headache of sifting through several document versions stored on hard-to-find drives, inboxes or various applications using the enterprise-wide search functionality across your organization.

- **Scalable and Affordable:** Content Manager Enterprise is your key to creating unlimited document templates expanding access throughout your city, school, or county. Take advantage of competitive pricing by purchasing only one site license because Content Manager is the only solution that grows with you.
- **Single Source of Truth:** Save time and resources with a single search over your entire enterprise. With one source across your offices, departments, and agencies, you can avoid searching for documents in multiple applications and over multiple solutions.
- **Customizable by You:** Create custom document templates, custom look ups, and search fields to meet your unique needs.
- **Flexible Integrations:** Use APIs to integrate third-party applications with Content Manager in real time.

You can securely store content types from your existing Tyler integrations and expand content management to various offices and departments, such as the following, when you are supported by Content Manager Enterprise.

- School Records
- City Communications
- City Attorney & Legal Correspondence
- Health & Human Services
- Vehicle Records
- Building Maintenance Records
- Jail Records
- Cemetery Records
- Police Records
- Fire Records
- Waste Management
- Library Records
- Historical Records
- and many more...

Content Manager is the only solution that securely meets the content management needs of any agency and department to ensure documents are surfaced to the right users at the right time.

Search and Access

- **Easy and Complex Searches:** Easily search the entire repository — image and electronic documents — for a specific word or phrase, including Boolean type searches. Advanced search capabilities also enhance productivity by seamlessly connecting documents from multiple sites.
- **Secure Public Access:** Provide a secure gateway to specific content through an online interface.
- **Audit and Records Request:** Efficiently meet audit and record requests with the document extract utility. Mass export selected documents and document data, with or without redactions, to a designated location.
- **Link Documents:** Quickly access documents by linking them based on user-defined relationships.

Records Management and Library Services

- **Content Life Cycle:** Define purge and retention criteria for disposition of documents based on characteristics and criteria.
- **Legal Holds:** Freeze records from disposition when holds are placed on specific documents.
- **Version Control:** Know who changed or viewed audit data and documents, with the option to revert to previous versions.
- **Lock Documents:** Users can access read-only versions of a documents while it is still being edited; user can also request to be notified when the document is no longer in use.

Forms, Routing, and Signatures

- **Custom Forms:** Manage your content and the audit history of your content effectively with complete transparency. You can access information regarding when a document was created, when and who modified it, and when and who viewed the document. If a change was erroneously made to the document an admin has the ability to revert to previous versions.

- **Form Routing:** Shorten approval cycle times by routing fillable forms for completion and approval or rejection via email.
- **Signatures:** Manage routing and review of documents with the ability to capture electronic signatures throughout the entire business process.

Capture, Automate, and Manipulate Images

- **Capture:** Effortlessly add content to your repository through various Tyler integrations; mass capture and automatic import utility; classify your documents using bar code recognition or Optical Character Recognition (OCR) technology.
- **Automate:** Optimize processes such as employee onboarding (contact us for more details), payable invoice routing, or acknowledgment of personnel documents.
- **Annotate:** Automatically apply customized date/time stamps, highlights, sticky notes, and image stamps at various points of the document life cycle. Manually or automatically apply redactions to sensitive information.

Security

Leverage security settings on individual documents, providing a high amount of control over the accessibility of documents and images with the ability to manually redact images.

- **Roles and Permissions:** Manage responsibilities and control who has viewership, editing, and deletion rights.
- **Permission Inheritance:** Security configuration is simplified as permissions are inherited from integrated applications.

CONTACT US TODAY TO DISCUSS WHICH VERSION IS BEST FOR YOUR NEEDS AT [INFO@TYLERTECH.COM](mailto:info@tylertech.com) OR VISIT TYLERTECH.COM.

More than 80 percent of state officials surveyed agree that improving document management is a priority for them personally and for their organization. Officials believe the most important document management features include retrievable records and digitized forms, and the greatest unmet need is ease of use.

— *Center for Digital Government*

Software that thinks like you do.

Tyler Technologies (NYSE: TYL) provides integrated software and technology services to the public sector. Tyler's end-to-end solutions empower local, state, and federal government entities to operate more efficiently and connect more transparently with their constituents and with each other. By connecting data and processes across disparate systems, Tyler's solutions are transforming how clients gain actionable insights that solve problems in their communities. Tyler has more than 37,000 successful installations across more than 12,000 locations, with clients in all 50 states, Canada, the Caribbean, Australia, and other international locations. Tyler has been recognized numerous times for growth and innovation, including Government Technology's GovTech 100 list and Forbes' "Most Innovative Growth Companies" list. More information about Tyler Technologies, an S&P 500 company headquartered in Plano, Texas, can be found at tylertech.com.

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