ROWAN COUNTY COMMISSION AGENDA
December 3, 2018 - 3:00 PM
J. Newton Cohen, Sr. Room
J. Newton Cohen, Sr. Rowan County Administration Building
130 West Innes Street, Salisbury, NC 28144

Call to Order

Invocation

Provided By: Chaplain Michael Taylor

Pledge of Allegiance

- Consider Approval of the Minutes: November 19, 2018 and November 19, 2018 Closed Session Minutes
- Board Adjourns
- Oath of Office: Administered By the Honorable Jeffrey R. Barger, Clerk of Superior Court
- Commissioners Taking the Oath: Gregory C. Edds, James C. Greene, and Judith A. Klusman
- New Board Convenes
- Selection of Chair and Vice-Chair / County Attorney Jay Dees
- Recess for Reception
- Reconvene

Consider Additions to the Agenda

Consider Deletions From the Agenda

Consider Approval of the Agenda

Board members are asked to voluntarily inform the Board if any matter on the agenda might present a conflict of interest or might require the member to be excused from voting.

1 Consider Approval of Consent Agenda

A. Request to Award Sidearm to Retiring Lieutenant J. Neal Goodman
B. Request To Apply To The NCDOT Bicycle Helmet Initiative 2019
C. Request for New Position in Animal Services

D. Annual Bond Report
E. FY 2019 Vehicles Financing Proposals
F. Public Hearing to Consider Financing Proposals for KCS Capital Projects
G. Resolution Adopting 2019 Commission Meeting Schedule
H. Proposed Amendments to Home and Community Care Block Grant Committee Org. Rules
I. Approval to Purchase Two Ambulances and Related Equipment
J. Declaration of Surplus Equipment
K. Justice Assistance Grant
L. Town of Cleveland Interlocal Agreement - Funding For West Branch Library
M. Approval of Contract for Justice Center Air Handler Replacement Project

2 Public Comment Period

3 2019 Schedule of Values/Present Use Values Approval
4 Discussion Regarding Annual Planning Retreat
5 Budget Amendment
6 Monthly Board Appointments
7 Adjournment

Citizens with disabilities requiring special needs to access the services or public meetings of Rowan County Government should contact the County Manager's Office three days prior to the meeting by calling (704) 216-8180.

Greg Edds, Chairman
Jim Greene, Vice-Chairman
Mike Caskey
Judy Klusman
Craig Pierce

Aaron Church, County Manager
Carolyn Barger, Clerk to the Board
John W. Dees, II, County Attorney

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Rowan County Board of Commissioners
130 West Innes Street • Salisbury, NC 28144
Telephone 704-216-8180 • FAX 704-216-8195

MINUTES OF THE MEETING OF THE ROWAN COUNTY BOARD OF COMMISSIONERS
November 19, 2018 – 6:00 PM
J. NEWTON COHEN, SR. ROOM
J. NEWTON COHEN, SR. ROWAN COUNTY ADMINISTRATION BUILDING

Present: Greg Edds, Chairman
Jim Greene, Vice-Chairman
Mike Caskey, Member
Judy Klusman, Member
Craig Pierce, Member

County Manager Aaron Church, Clerk to the Board/Assistant to the County Manager Carolyn Barger, County Attorney Jay Dees and Assistant County Manager/Finance Director Leslie Heidrick were present.

Chairman Edds convened the meeting at 6:00 p.m.

Chaplain Michael Taylor provided the Invocation.

Chairman Edds led the Pledge of Allegiance.

CONSIDER ADDITIONS TO THE AGENDA

- Chairman Edds added a Special Recognition as agenda item 1a.
- Chairman Edds added a presentation by Rowan County Early College as agenda item #2a.

CONSIDER DELETIONS FROM THE AGENDA

There were no deletions from the agenda.

CONSIDER APPROVAL OF THE AGENDA

Commissioner Klusman moved, Commissioner Greene seconded and the vote to approve the agenda as amended passed unanimously.

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CONSIDER APPROVAL OF THE MINUTES
Commissioner Klusman moved, Commissioner Greene seconded and the vote to approve the minutes of the November 5, 2018 and November 13, 2018 Commission Meetings passed unanimously.

1. CONSIDER APPROVAL OF CONSENT AGENDA
Commissioner Klusman moved approval of the Consent Agenda. The motion was seconded by Commissioner Caskey and passed unanimously.

The Consent Agenda consisted of the following:

A. Med-Trans Hangar Lease
B. MOU for Lease Amendment and Relocation Grant Agreement for Strategic Moves
C. Tax Refunds for Approval
D. EH Septic-Laudersale Agreement
E. Letter of Agreement for Airport Safety/Maintenance Projects
F. Amos Aviation Limited Fix Operator Agreement First Amendment

ADDITION

1a. SPECIAL RECOGNITION
Chairman Edds said it was customary for the Board of Commissioners to honor its retiring department directors. Chairman Edds continued by stating Gary Price, Veteran Services Director, was retiring November 30, 2018.

Chairman Edds highlighted Mr. Price's tenure with the County as follows:

- Hired May 28, 2008 as Transportation Coordinator.
- On December 1, 2010 Mr. Price became the County's Transportation Director.
- In December of 2014, he agreed to serve as the Director of both Transportation and Veteran Services.
- Due to Mr. Price's proven leadership and willingness to help where needed, he agreed to serve a brief time as the Interim Airport Director beginning on June 9, 2017. Acceptance of this role made Mr. Price responsible for overseeing three (3) county departments at one time.
- In November of 2017, the County became short one (1) Veteran Services Officer and Mr. Price stepped up to fill the vacancy and also continued to serve as Director of Veteran Services.

In closing, Chairman Edds shared that Mr. Price had already retired once – from the United States Army where he served our country for twenty-four (24) years. Chairman Edds said the County was extremely grateful and proud of Mr. Price for his commitment to Rowan County and it was with respect, honor and gratitude that the Board thanked Mr. Price for his time in serving our great nation.

A round of applause and a standing ovation followed Chairman Edds' comments.

Mr. Price joined the Board of Commissioners in front of the dais where Mr. Price was presented with a plaque and photos were taken.

Mr. Price expressed appreciation for County Manager Aaron Church, the department directors, and employees for their support over the years. Mr. Price also thanked the Board of Commissioners for their support and for the new Veteran Services Office two (2) years ago.

Another round of applause followed the presentation.

2. PUBLIC COMMENT PERIOD

Chairman Edds opened the Public Comment Period to entertain comments from any citizens wishing to address the Board and with no one else coming forward, Chairman Edds closed the Public Comment Period.

ADDITION

2a. ROWAN COUNTY EARLY COLLEGE PRESENTATION

Several students from Rowan Early College (REC) provided a power point and shared in presenting information regarding REC including but not limited to the following:

- REC was established in 2007 as a collaborative effort between the Rowan-Salisbury School System (RSSS) and Rowan Cabarrus Community College (RCCC)
- Approximately 240 students attend REC and an estimated 80% are first generation college
- REC is rated A+ No Gaps
- 100% graduation rate for the past five (5) years
- Over 90% of students also earn their AA/AS college degree during high school (only 25% achieve this nationally)
- 85% of graduates continued to a 4-year college

It was presented that students were removed from the 200 building at RCCC in 2012 and promised other space; however, the students continued to learn in temporary trailers. The students felt a new or remodeled building would be more advantageous for REC as opportunities had been limited since the transition into trailers.

The presentation highlighted the benefits of a new building, which included the opportunity to offer biotechnology, an increase of up to 35 students (private and home schoolers), more equipped learning environment and stimulation of hands on learning. Additionally, it was stated the community would benefit through a higher level of educated residents, more engaged students and qualified workforce.

In closing, methods of funding for the new or remodeled facility was mentioned including but not limited to reaching out to community businesses, grants, Rowan County Government, etc.

Chairman Edds said leadership across the county was tasked with trying to improve the schools and he praised REC as a shining light in early college. Chairman Edds repeated some of the REC highlights and said it was amazing how many students earned their Associate degree while in high school. Chairman Edds expressed appreciation for how the students of REC represented the community and he thanked the students' parents for being involved in the education of their children.

A round of applause followed Chairman Edds' comments.

3. PUBLIC HEARING – FARMLAND PRESERVATION ORDINANCE CH. 8.5 REVISIONS

Rowan County Extension Director Amy-Lynn Albertson, said the Chairman of the Rowan County Agricultural Advisory Board, Kim Starnes, could not be present. Ms. Albertson said the proposed text amendments would help make it possible for families to continue farming fulltime.

Ms. Albertson referenced a letter from Michelle Patterson of Patterson Farm, Inc. in support of the proposed changes. Ms. Albertson said Patterson Farm was currently not in the voluntary Agricultural District. The reasoning was because the ordinance states there must be a plan from NRCS and Patterson Farm grew its agricultural products on plastic. Ms. Albertson said Patterson Farm did practice good soil protection but their Farm would not qualify without the text amendments. Ms. Albertson said the Patterson Farm did plan to enroll their Farm if the changes were approved.

Ms. Albertson introduced other Agricultural Advisory Board members in attendance including Vice-Chair, Darrell Nichols, Randy Elium, and Mark Mauldin. Ms. Albertson also acknowledged a member of the program who was present in support of the proposed amendments.

Ms. Albertson reviewed the proposed text amendments.

Ms. Albertson confirmed to Chairman Edds the proposed text amendments would bring the County's ordinance into compliance with North Carolina State Statutes. Ms. Albertson described the program as an awareness program to give signage to indicate farming areas, provide protections from lawsuits and with eminent domain.

Chairman Edds said it was evident the Commissioners would be giving up a certain amount of control with the process. Ms. Albertson concurred and said the

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Agricultural Advisory Board would be required to make an annual report to the Board of Commissioners, as well as the Department of Agriculture.

Commissioner Caskey asked if the Agricultural Advisory Board knew of any other farms interested in applying if the amendments were approved. Ms. Albertson responded there were several other farms interested that would qualify if the proposed amendments were adopted. Ms. Albertson said some of the larger farms interested include Patterson, and Morgan Ridge Vineyards. Ms. Albertson stated that Morgan Ridge Vineyards was considered Agri-Tourism, but under the proposed amendments they would fall under Farming. Ms. Albertson said the Agricultural Advisory Board was still working with Cauble Creek Vineyard to meet some of the qualifications.

Chairman Edds opened the public hearing to receive citizen input for the proposed changes. With no one wishing to address the Board, Chairman Edds closed the public hearing.

Commissioner Greene moved, Commissioner Klusman seconded and the vote to approve the text amendments as presented passed unanimously.

The text amendments were approved as follows:

Chapter 8.5 - FARMLAND PRESERVATION[1]

Footnotes:

--- (1) ---

Editor's note— An amendment adopted Mar. 7, 2011, amended ch. 8.5 in its entirety to read as herein set out. Former ch. 8.5 pertained to the same subject matter and derived from ordinances adopted July 19, 1990; Apr. 6, 1995; Sept. 7, 2004, and an amendment of Aug. 6, 2007.

Cross reference— Administration, Ch. 2; soil erosion and sedimentation, Ch. 18; hazardous, infectious and low-level radioactive waste, § 19-101 et seq.; zoning, Ch. 21.

State Law reference— Authority to adopt, G.S. 106-735—106-743.

ARTICLE I. - IN GENERAL

Sec. 8.5-1. - Purpose.

The purpose of this chapter is to promote agricultural values and the general welfare of the county and more specifically, increase identity and pride in the agricultural community and its way of life; encourage the economic and financial health of agriculture, horticulture and forestry.

(Amend. of 3-7-11)

Sec. 8.5-2. - Authority.

This chapter is adopted under the authority and provisions of G.S. 106-735 through 106-743 and 153A-121 thru 153A-122.

(Amend. of 3-7-11)

Sec. 8.5-3. - Definitions.

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The following are defined for the purposes of this chapter:

Board shall mean the county agricultural advisory board established under state law.

Chairman shall mean the chairman of the county agricultural advisory board.

District shall mean voluntary agricultural district (VAD) as established in this chapter.

Enhanced district shall mean an enhanced voluntary agricultural district (EVAD) as established by this chapter.

Farmer shall mean, for the purposes of this chapter, an individual actively engaged in the operation, production or managing of agricultural land, forestland, or horticultural land as defined in G.S. 105-277.2.

Nuisance shall mean an action that is injurious to health, indecent, offensive to the senses, or an obstruction to the free use of property.

(Amend. of 3-7-11)

Cross reference— Rules of construction and definitions, § 1-3.

Secs. 8.5-4—8.5-20. - Reserved.

ARTICLE II. - AGRICULTURAL ADVISORY BOARD

Sec. 8.5-21. - Created.

A county agricultural advisory board, to consist of five (5) members appointed by the board of commissioners, is hereby established.

(Amend. of 3-7-11)

Sec. 8.5-22. - Membership.

(a) *Requirements.* Each board member shall be a county resident. Three (3) of the five (5) members shall be actively engaged in farming and shall be selected from the names of individuals submitted to the board of commissioners by the soil and water conservation district, the cooperative extension advisory council, the farm service agency or by application to the board of commissioners.

(b) *Tenure.* The members are to serve for terms of three (3) years, except that the initial board is to consist of one (1) appointee for a term of one (1) year, two (2) appointees for terms of two (2) years, and two (2) appointees for terms of three (3) years. Thereafter, all appointments are to be for a maximum of two (2) three-year terms or until replacement has been appointed.

(c) *Vacancies.* Any vacancy on the agricultural advisory board is to be filled by the board of commissioners for the remainder of the unexpired term.

(d) *Removal for cause.* Agricultural advisory board members may be removed by the board of commissioners at any time for failure to attend twenty-five (25) percent or three (3) consecutive meetings within any twelve-month period (excepting excused absence) or for any other good cause related to performance of duties or when no longer actively engaged in farming during tenure for those appointed as a farming representative pursuant to subsection 8.5-22(a).

(Amend. of 3-7-11)

Sec. 8.5-23. - Funding.

Funds may be appropriated to the board to perform its duties based on approval by the board of commissioners.

(Amend. of 3-7-11)

Sec. 8.5-24. - Procedure.

(a) *Chairman.* The board is to elect a chairman and vice-chairman each year at its first meeting following the appointment of new members or reappointment of existing members. The chairman shall preside over all regular or special meetings of the board. In the absence or disability of the chairman, the vice-chairman shall preside and shall have and exercise all the powers of the chairman so absent or disabled. Additional officers may be elected as needed.

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(b) *Jurisdiction.* The jurisdiction and procedures of the board are to be as set out herein, except that the board may adopt supplementary rules of procedure not inconsistent with this chapter or with other provisions of law.

(c) *Board year.* The board will use the county fiscal year as its meeting year.

(d) *Meetings.* Meetings of the board, following such notice as is required by this chapter, shall be held at the call of the chairman and at such other time as the board in its rules of procedure may specify. A called meeting will be held at least every ~~two (2) months.~~ 3 months

(e) *Majority vote.* The concurring vote of a majority of the members of the board shall be necessary to reverse any order, requirement, decision or determination of any administrative official or agency, to decide in favor of an applicant or to pass upon any other matter on which it is required to act under this chapter.

(f) *Records.* The board shall keep minutes of the proceedings showing the vote of each member upon each question or, if absent or failing to vote, indicating such fact and shall keep records of its examinations and other official actions, all of which shall be immediately filed in the office of the board and shall be a public record.

(g) *Administrative.* Both the soil and water conservation district office and the ~~county planning department~~ Cooperative Extension will serve the board for recordkeeping, correspondence, application procedures under this chapter and whatever other services the board needs to complete its duties.

(h) ~~*Decisions.* All decisions will be sent to the board of commissioners for final disposition~~.

(Amend. of 3-7-11)

Sec. 8.5-25. - Duties.

The agricultural advisory board shall:

(1) Review and recommend approval of applications for qualified farmland enrollment in either enhanced or voluntary agricultural districts and make recommendations concerning the establishment and modification of said districts~~. All decisions will be sent to the board of commissioners for final disposition.~~

(2) Hold public hearings pursuant to sections 8.5-61 and 8.5-62 of this chapter.

(3) Advise the board of commissioners on projects, programs or issues affecting the agricultural economy or activities within the county and that will affect agricultural districts.

(4) Perform other related tasks or duties assigned by the board of commissioners.

~~(5) Each district shall be assigned to a member of the board who will monitor and represent that district in all business conducted by the board. Insofar as possible, individual members will represent those districts closest to them geographically. Insofar as possible, no member will represent more than thirty (30) percent of the total number of districts in the county or thirty (30) percent of total land area.~~

(6) May develop, and maintain if approved, a countywide farmland protection plan as defined in G.S. 106-744(e) for presentation and consideration to the board of commissioners. **The board will present a yearly report of activity at a Rowan BOC meeting**

(Amend. of 3-7-11)

Secs. 8.5-26—8.5-40. - Reserved.

ARTICLE III. - APPLICATION, CERTIFICATION OF QUALIFYING FARMLAND, ENHANCED AND VOLUNTARY AGRICULTURAL DISTRICTS

Sec. 8.5-41. - Requirements.

(a) To secure county certification as qualifying farmland, a farm must be:

(1) ~~Participating in the farm present-use-value taxation program established by G.S. 105-277.2 through 105-277.7 or is otherwise determined by the county to meet all the qualifications of this program set forth in G.S. 105-277.3.~~ A minimum of five acres and meets one of the criteria listed in the definition of farmland as defined by GS 106-581.1

§ 106-581.1. Agriculture defined.
For purposes of this Article, the terms "agriculture", "agricultural", and "farming" refer to all of the following:

(1) The cultivation of soil for production and harvesting of crops, including but not limited to fruits, vegetables, sod, flowers and ornamental plants.

(2) The planting and production of trees and timber.

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(3) Dairying and the raising, management, care, and training of livestock, including horses, bees, poultry, and other animals for individual and public use, consumption, and marketing.

(4) Aquaculture as defined in G.S. 106-758.

(5) The operation, management, conservation, improvement, and maintenance of a farm and the structures and buildings on the farm, including building and structure repair, replacement, expansion, and construction incident to the farming operation.

(6) When performed on the farm, "agriculture", "agricultural", and "farming" also include the marketing and selling of agricultural products, agritourism, the storage and use of materials for agricultural purposes, packing, treating, processing, sorting, storage, and other activities performed to add value to crops, livestock, and agricultural items produced on a farm, and similar activities incident to the operation of a farm.

(7) A public or private grain warehouse or warehouse operation where grain is held 10 days or longer and includes, but is not limited to, all buildings, elevators, equipment, and warehouses consisting of one or more warehouse sections and considered a single delivery point with the capability to receive, load out, weigh, dry, and store grain. (1991, c. 81, s. 1; 2005-390, s. 18; 2006-255, s. 6; 2013-347, s. 2; 2017-108, s. 8.1.)

(2) Managed, if highly erodible land exists on the farm, in accordance with the Natural Resource Conservation Service defined erosion-control practices that are addressed to such highly erodible land.

(3) The subject of a conservation agreement, as defined in G.S. 121-35, between the county and the owner of such land that prohibits nonfarm use or development of such land for a period of at least ten (10) years, except for the creation of not more than three (3) lots that meet applicable county zoning and subdivision regulations.

(b) Voluntary agricultural districts. To ~~form or~~ be included in the voluntary agricultural district, a landowner may apply to the ~~chairman~~ agricultural advisory board. ~~for such inclusion at the same time he applies for qualifying farmland certification or at any time subsequent to receiving qualifying farmland certification:~~

(1) The purpose of voluntary agricultural districts ~~formed by landowners~~ shall be to encourage the economic and financial health of farming areas, to increase protection from nuisance suits, undesired nonfarm development and other negative impacts on participating farms and to increase the identity and pride in the agricultural community and its way of life.

~~(2) Requirements to participate:~~

~~a. An agricultural district shall consist of all qualified participating farms within a township of Rowan County.~~

~~b. An agreement to sustain, encourage and promote agriculture must be executed by the landowners in the district with the county and recorded with the register of deeds.~~

~~c. Must have plan on file with the Natural Resource Conservation Service or the United States Forestry Service.~~

~~(3) Landowners may apply to participate in existing districts and are encouraged to do so.~~

(c) Enhanced voluntary agricultural districts (EVAD).

(1) The enhanced voluntary agricultural district will provide additional benefits to farmers than the current voluntary agricultural district program.

(2) Benefits.

a. The benefits applied to property included in a voluntary agricultural district pursuant to this chapter also apply to property included in an enhanced voluntary agricultural district.

b. Property participating in the EVAD program may receive up to twenty-five (25) percent of its gross sales from the sale of nonfarm products and still qualify as a bona fide farm that is exempt from zoning regulations under G.S. 153A-340(b).

a. A farm sales tax exemption certificate issued by the Department of Revenue.

b. A copy of the property tax listing showing that the property is eligible for participation in the present use value program pursuant to G.S. 105-277.3.

c. A copy of the farm owner's or operator's Schedule F from the owner's or operator's most recent federal income tax return.

d. A forest management plan.

c. A person who farms land that is subject to an irrevocable conservation agreement pursuant to subsection 8.5-41(c)(3) of this chapter is eligible to receive the higher percentage of cost-share funds for the benefit of that farmland under the agriculture cost share program pursuant to G.S. 143-215.74(b).

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d. State departments, institutions, or agencies that award grants to farmers are encouraged pursuant to G.S. 106-743.4(c) to give priority consideration to any person who farms land that is subject to an irrevocable conservation agreement per subsection 8.5-41(c)(3) of this chapter.

(3) Conservation agreement. The conservation agreement entered into between the agriculture advisory board and the landowner pursuant to G.S. 106-743.1(a)(2) shall be irrevocable for a period of ten (10) years from the date the agreement is executed. Enforcement or revocation contrary to the terms of the conservation agreement may be enforced by the provisions contained in subsections 8.5-45(a) and (b) of this chapter. At the end of its term, a conservation agreement shall automatically renew for a term of three (3) years, unless notice of termination is given in a timely manner by either party as prescribed in this chapter. The benefits outlined in subsection 8.5-41(c)(2) of this chapter shall be available to the farmland for the duration of the conservation agreement. The applicant will be provided full disclosure of the details and requirements of the program in writing thirty (30) days prior to consideration of the EVAD application by the agricultural advisory board.

(Amend. of 3-7-11)

Sec. 8.5-42. - Procedure.

(a) To ~~secure county certification as a qualifying farm and, if so desired by the applicant,~~ **apply to the VAD or EVAD** as an agricultural district, a landowner for such certification will apply to the ~~chairman of the~~ agricultural advisory board. Application forms may be obtained from the ~~chairman.~~ **Agricultural advisory board, Cooperative Extension, Soil and Water District, Farm Services Agency or Natural Resource Conservation Service.**

(b) Upon receipt of an application, the chairman **or designee will verify evidence of eligibility of the application.** ~~will forward copies immediately to~~:

~~(1) The local tax assessor's office.~~

~~(2) The local office of the Natural Resource Conservation Service of the United States Department of Agriculture for their evaluation pursuant to section 8.5-41. Such offices shall evaluate, complete and return their copies to the chairman within thirty (30) days of receipt.~~

~~(c)~~ **If an application is approved or denied by the Agricultural Advisory Board the applicant will be notified by mail.** ~~Within sixty (60) days of receipt back from the local tax assessor and NRCS offices, the advisory board will meet and render a recommendation to the board of commissioners regarding the application(s). The board of commissioners will notify the applicant by mail if the real property for which certification is sought satisfies the criteria established in article II and if the land has been certified as qualifying farmland, and also as an enhanced or voluntary agricultural district, if application was so sought.~~

(d) If an application is denied by the **agriculture board** ~~board of commissioners~~, the landowner may, within ten (10) days of notification of disapproval of the application, request in writing that the board ~~of commissioners~~ reconsider its decision. The request for reconsideration shall state the reason(s) therefore. Upon either an initial denial, if no request for reconsideration was made, or denial after reconsideration, the landowner shall have thirty (30) days from the date of notification to appeal the decision through the appropriate legal process.

(Amend. of 3-7-11)

Sec. 8.5-43. - Identification on county records.

Enhanced and voluntary agricultural districts will be marked on county maps displayed for public view in the following county offices:

(1) Register of deeds.

(2) Code enforcement.

(3) Tax supervisor.

(4) Soil and water conservation district.

(5) Agricultural extension.

(6) County planning.

(7) Any other office deemed necessary by the board.

(8) County's GIS website.

(9) Farm Service Agency

(Amend. of 3-7-11)

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Sec. 8.5-44. - Public information program.

The county may take such action as it deems appropriate through the agricultural advisory board or other body or individual to encourage the formation of enhanced or voluntary agricultural districts and to further their purposes and objectives, including at a minimum a public information program to reasonably inform landowners of the farmland preservation program.

(Amend. of 3-7-11)

Sec. 8.5-45. - Revocation of conservation agreement; procedure.

Revocation by the landowner or the agricultural advisory board shall follow the procedures as prescribed below for the respective district type:

(a) *Voluntary agricultural district (VAD).* By providing thirty (30) days advance written notice to the advisory board, a landowner of qualifying farmland within a VAD may request revocation of the conservation agreement or the advisory board may recommend revocation of the same conservation agreement based on noncompliance by the landowner, subject to the same provisions as contained in subsection 8.5-42(d) of this chapter. After review and decision by the board of commissioners such revocation shall result in loss of qualifying farm status and loss of eligibility to participate in a VAD. If the board of commissioners shall revoke this conservation agreement for cause, the landowner shall have the appeal rights set forth in subsection 8.5-42(d) of this chapter. Transfers of land in a VAD due to death of the landowner, sale or gift shall not revoke the conservation agreement unless the land no longer qualifies for the present-use-value taxation program or, in the event that there are water or sewer assessments held in abeyance, the new owner(s) fails to agree in writing to accept liability for those assessments in the event that the land is withdrawn either voluntarily or involuntarily from the VAD. Enforcement of the terms of a conservation agreement for land enrolled in a VAD shall be limited to revocation of the conservation agreement and the benefits derived therefrom. A notice of revocation shall be recorded in the county land record system sufficient to provide notice that the land has been withdrawn from the voluntary agricultural district program.

(b) *Enhanced voluntary agricultural district (EVAD).* Conservation agreements for land within EVAD are irrevocable for a period of ten (10) years. Enforcement of the terms of the conservation agreement may be through an action for injunctive relief and/or damages in any court of competent jurisdiction. The board of commissioners may also terminate any benefits to the owner under this program either permanently or during the period of violation, as appropriate. If the board of commissioners shall revoke this conservation agreement for cause, the landowner shall have the appeal rights set forth in subsection 8.5-42(d) of this chapter. The right to terminate program benefits is in addition to any legal rights that the county may have under either this chapter or the terms of the applicable conservation agreement. The county may seek costs of the action including reasonable attorney fees if such a provision is incorporated into the conservation agreement. A notice of revocation shall be recorded in the county land record system sufficient to provide notice that the land has been withdrawn from the enhanced voluntary agricultural district program.

(Amend. of 3-7-11)

Secs. 8.5-46—8.5-60. - Reserved.

ARTICLE IV. - PUBLIC HEARINGS

Sec. 8.5-61. - Purpose.

Pursuant to G.S. 106-740, which provides that no state or local public agency or governmental unit may formally initiate any action to condemn any interest in qualifying farmland within an enhanced or voluntary agricultural district until such agency or unit has requested the local agricultural advisory board to hold a public hearing on the proposed condemnation, this article provides for such hearings.

(Amend. of 3-7-11)

Sec. 8.5-62. - Procedure.

(a) Upon receiving a request, the agricultural advisory board shall publish notice describing the proposed action in the appropriate newspapers of the area within two (2) days of the request and will, in the same notice, notify the public of a public hearing on the proposed condemnation, to be held within fourteen (14) days of receipt of the request.

(b) The board will meet to review:

(1) If the need for the project has been satisfactorily established by the agency or unit of government involved, including a review of any fiscal impact analysis conducted by the agency involved.

(2) Alternatives to the proposed action that are less impactive and disruptive to the agricultural activities and farmland base of the voluntary agricultural district within which the proposed action is to take place.

(c) The board will consult with the county agricultural extension agent, U.S.D.A. Natural Resource Conservation Service personnel and planner, and may consult with any other individuals, agencies or organizations, public or private, necessary to the board's review of the proposed action.

(d) Within ten (10) days after the public hearings, the board will make a report containing its findings and recommendations regarding the proposed action. The report will be made available to the public for comment prior to a final public hearing/decision by the board of commissioners. Following the commission's decision, the final report will be conveyed to the decision-making body of the agency proposing acquisition and/or condemnation.

(e) Pursuant to G.S. 106-740, the county will not permit any formal initiation of condemnation action by local agencies while the proposed condemnation is properly before the advisory board within these time limitations.

(Amend. of 3-7-11)

Secs. 8.5-63—8.5-80. - Reserved.

ARTICLE V. - WAIVER OF WATER AND SEWER ASSESSMENTS

Sec. 8.5-81. - Purpose.

The purpose of this article is to help mitigate the financial impacts on farmers of some local and state capital investments unused by such farmers.

(Amend. of 3-7-11)

Sec. 8.5-82. - Procedure.

(a) Landowner(s) belonging to enhanced or voluntary agricultural districts shall not be assessed for or required to connect to water and/or sewer systems.

(b) Water and sewer assessments will be held in abeyance, without interest, for farms, whether inside or outside of a voluntary agricultural district, until improvements on such property are connected to the water or sewer system for which the assessment was made.

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

(d) Statutes of limitation are suspended during the time that any assessment is held in abeyance without interest.

(e) Assessment procedures followed under G.S. Article 9 of Chapter 153A shall conform to the terms of this chapter with respect to qualifying farms that entered into conservation agreements while such chapter was in effect.

(f) Nothing in this section is intended to diminish the authority of the county to hold assessments in abeyance under G.S. 153A-201.

(g) Water and sewer assessments will be conducted through Salisbury Rowan Utilities and the Rowan County Tax Assessor's office.

(h) To the extent that this section conflicts with the terms of federal, state, or other grants under which county utility systems are constructed this section shall not apply. This section shall not apply to utilities that are not owned by the county unless the county has entered into an agreement with the entity(ies) owning the utilities and that agreement provides that this chapter shall apply.

Sec. 8.5-82.1 Record notice of proximity to farmlands

a) **N.C.G.S. § 106-741(a) states that "[a]ll counties shall require that land records include some form of notice reasonably calculated to alert a person researching the title of a particular tract that such tract is located within one-half mile of a poultry, swine, or dairy qualifying farm or within 600 feet of any other qualifying farm or within one-half mile of a voluntary agricultural district."**

(Amend. of 3-7-11)

Secs. 8.5-83—8.5-100. - Reserved.

ARTICLE VI. - STATE AGENCY NOTIFICATION

Sec. 8.5-101. - Purpose.

The advisory board shall consult as much as possible with the state department of agriculture, the state division of soil and water and any other entity the board deems necessary to the proper conduct of its business.

(Amend. of 3-7-11)

Sec. 8.5-102. - Procedure.

A record of the ordinance from which this chapter derives shall be recorded with the state commissioner of agriculture's office after adoption. At least once a year the county shall submit a written report to the commissioner of agriculture including the status, progress and activities of the county's farmland preservation program, including voluntary agricultural districting information regarding:

(1) Number of landowners enrolled.

(2) Number of acres applied.

(3) Number of acres certified.

(4) Number of acres denied.

(5) Date certified.

(6) Copies of any amendments to this chapter.

(Amend. of 3-7-11)

Secs. 8.5-103, 8.5-104. - Reserved.

ARTICLE VII. - LEGAL PROVISIONS

Sec. 8.5-105. - Severability.

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

(Amend. of 3-7-11)

4. PUBLIC HEARING FOR 2019 PROPOSED STANDARDS, SCHEDULES AND RULES

Tax Administrator Kelvin Byrd and Real and Personal Property Manager Barbara McGuire were present to discuss the 2019 Proposed Standards, Schedules and Values (SOV). Mr. Byrd said the SOV was presented to the Board of Commissioners two (2) weeks ago and would be considered for adoption by the Board at its December 3, 2018 meeting.

Chairman Edds noted the revaluation was performed every four (4) years and the majority of the current Board would not have been part of the last revaluation.

Mr. Byrd explained that every county must undergo a revaluation at least every eight (8) years and the Rowan County Board of Commissioners had adopted a four-year plan back in 1995. Mr. Byrd discussed the market influences and said he felt the four-year plan was a good number to catch up with a market if it had changed in a big way. In closing, Mr. Byrd said there would be a few technical changes to the SOV by the December 3, 2018 meeting date.

Chairman Edds opened the public hearing to receive citizen input concerning the 2019 Proposed Standards, Schedules and Values. With no one wishing to address the Board, Chairman Edds closed the public hearing.

Chairman Edds said the Board would vote on the SOV at its December 3, 2018 meeting.

5. PUBLIC HEARING & EXECUTIVE SUMMARY PRESENTATION – PROJECT PEACH

Rod Crider, Executive Director of the Rowan County Economic Development Commission (EDC) said Project Peach represented an existing business. Mr. Crider said the EDC had made a concerted effort to get out and meet with existing businesses to talk about any expansion plans. Mr. Crider reported there were approximately half a dozen existing businesses the EDC was actively working with to help expand and retain their business in Rowan County.

Scott Shelton, Vice President of the Economic Development Commission, provided a power point as he discussed the Economic Impact Analysis for the potential expansion of Project Peach (Project) in Rowan County.

Mr. Shelton reported the company behind the Project was an advanced manufacturer that had been a valued employer in the County for years. Mr. Shelton said the company had an international presence and currently employed a large number of people in the community.

Mr. Shelton continued by saying the Project's parent company was considering an expansion and investment in new equipment that would increase line speeds and allow them to be more competitive in the global market. The facility in Rowan County was under consideration, along with facilities in South Carolina and Ohio.

Mr. Shelton said if Rowan County was selected, 58 new jobs would be added by the end of 2019 paying an average annual salary in excess of $42,000, with benefits. The company would also invest approximately $29.5 million through improvements to the existing facility and major equipment upgrades. The improvements would be completed by the end of 2020.

According to Mr. Shelton, the company was requesting a Level I Grant under the program. Modeled with a 10-year horizon, the County would stand to collect an estimated $1,875,981, disburse a $674,095 grant and retain an estimated $1,201,886 of new revenue.

Chairman Edds opened the public hearing to receive citizen input concerning Project Peach and with no one coming forward, Chairman Edds closed the public hearing.

Commissioner Pierce moved to approve the investment grant for Project Peach as requested, followed by a second from Commissioner Greene.

Commissioner Caskey expressed appreciation to the EDC for reaching out to the existing businesses. Commissioner Caskey shared that in the past board members had received complaints from existing business owners about the lack of interest or assistance from the County.

Upon being put to a vote, the motion passed unanimously.

6. REQUEST FOR TWO ADDITIONAL SPECIAL ADOPTION EVENTS

Animal Services Director Bob Pendergrass reported the Animal Shelter had an outstanding year for adopting out animals. Mr. Pendergrass provided a power point showing prior year statistics and pointed out the Shelter had not euthanized any adoptable dogs or cats during 2018.
Mr. Pendergrass highlighted various reasons to which he attributed the Shelter's success that included but were not limited to:

- The ability to offer special adoption rates as approved by the Commissioners the year before last.
- Relationship with good rescue volunteers
- Policy changes
- New in house volunteers

Mr. Pendergrass said adoption events were why all the positive changes were happening. Mr. Pendergrass said the longer warm season had caused young animals to come in later and as a result the Shelter was staying more to capacity. Mr. Pendergrass requested permission for two (2) additional special rate adoption events.

Commissioner Pierce said he did not want to only add two (2) additional special rate adoption events but would rather for the Director to be able to offer the events as necessary.

Commissioner Pierce moved to give the Animal Services Director the discretion to hold up to twenty special rate adoption events per year.

County Manager Aaron Church said the Director did not have the authority to waive the fees and the authority to waive fees only during an adoption event would need to be included in the motion.

Commissioner Pierce was agreeable to amend the motion to include the language as recommended by the County Manager. The motion was seconded by Commissioner Klusman.

Chairman Edds thanked Mr. Pendergrass for the sense of calm he had brought to Animal Services. Chairman Edds praised Commissioner Pierce for his

conviction to change Animal Services in Rowan County. Chairman Edds thanked Mr. Church for the recommendation he had made to consolidate Animal Services with the Nature Center and to hire a staff veterinarian. Chairman Edds said he would also like to give credit to the volunteers who do such a great job to get the animals adopted.

Upon being put to a vote, the motion on the floor passed unanimously.

7. DISCUSSION REGARDING DECEMBER 2018 MEETING SCHEDULE

Chairman Edds said the Board of Commissioners typically meets once during the month of December when possible due to the holidays.

Chairman Edds asked the Board's preference for cancelling the December 17, 2018 regularly scheduled meeting.

Commissioner Klusman moved to cancel the December 17, 2018 regularly scheduled meeting. The motion was seconded by Commissioner Pierce and passed unanimously.

8. SELECTION OF NCACC VOTING DELEGATE FOR 2019 LEGISLATIVE GOALS CONFERENCE

Chairman Edds said each Board of County Commissioners was asked to designate a commissioner or other official as a voting delegate for the 2019 North Carolina Association of County Commissioners (NCACC) Legislative Goals Conference. The 2019 Legislative Goals Conference will be held January 10-11, 2019 in Wake County.

Commissioner Greene moved, Commissioner Pierce seconded and the vote to designate Commissioner Klusman as the voting delegate for Rowan County passed unanimously.

Commissioner Klusman announced she had been elected to the Board of Directors for the NCACC.

9. FINANCIAL REPORT

Assistant County Manager/Finance Director Leslie Heidrick provided an update regarding the County's financial status as follows:

- Annual Cumulative Revenue as of October - $57,721,821
- Annual Cumulative Expenditures as of October $43,255,212
- Annual Cumulative Current Year Property Tax as of September - $47,039,439
- Annual Cumulative Sales Tax as of July - $2,100,797
- Monthly Sales Tax as of July - $2,100,797

10. BUDGET AMENDMENT

DRAFT

Finance Director Leslie Heidrick presented the following budget amendment for the Board's consideration:

- Finance – To recognize funds donated to Thank a Vet - $20

Commissioner Pierce moved approval of the budget amendments as presented. The motion was seconded by Commissioner Klusman and passed unanimously.

11. CLOSED SESSION

Chairman Edds moved at 7:19 p.m. for the Board to enter Closed Session in accordance with North Carolina General Statute §143-318.11(a)(1) to consider approval of the October 1, 2018 Closed Session minutes; and North Carolina General Statute §143-318.11(a)(2) to prevent disclosures of an honorary degree, scholarship, prize or similar award; and North Carolina General Statute §143-318.11(a)(3) for attorney-client privileged communication to discuss a matter regarding the ACLU prayer case. The motion was seconded by Commissioner Klusman and passed unanimously.

The Board returned to Open Session at 8:26 p.m. No action was taken.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Pierce moved to adjourn at 8:26 p.m. The motion was seconded by Commissioner Greene and passed unanimously.

Respectfully Submitted,

Carolyn Barger, MMC, NCMCC
Clerk to the Board/
Assistant to the County Manager

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE

130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Sheriff Kevin Auten
DATE: 11-19-18
SUBJECT: Request to Award Sidearm to Retiring Lieutenant J. Neal Goodman

---

Request to award sidearm to Lt. J. Neal Goodman who will retire on 12-30-18.

ATTACHMENTS:

Description	Upload Date	Type
Resolution	11/26/2018	Cover Memo

Rowan County Board of Commissioners
130 West Innes Street • Salisbury, NC 28144

RESOLUTION

ALLOWING RETIRING OFFICER TO PURCHASE SERVICE SIDEARM

WHEREAS, North Carolina General Statute § 20-187.2 provides that the governing body of a local law enforcement agency may, in its discretion, award to a retiring member the service handgun of the retiring member; *and*

WHEREAS, Lieutenant J. Neal Goodman has served as a member of the Rowan County Sheriff's Office since June 1, 1990; *and*

WHEREAS, Lieutenant J. Neal Goodman is retiring from the Rowan County Sheriff's Office effective December 30, 2018.

NOW, THEREFORE, BE IT RESOLVED by the Rowan County Board of Commissioners to allow Lieutenant J. Neal Goodman to purchase his service sidearm in accordance with the provisions of North Carolina General Statute § 20-187.2 for the purchase price of $1.

This the 3rd day of December, 2018.

_____
Chairman, Rowan County
Board of Commissioners

ATTEST:

_____
Carolyn Barger, MMC, NCMCC
Clerk to the Board/
Assistant to the County Manager

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE

130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Cari Price
DATE: November 21, 2018
SUBJECT: Request To Apply To The NCDOT Bicycle Helmet Initiative 2019

The Sheriff's Office would like to apply to the NC Department of Transportation Bicycle Helmet Initiative 2019 to receive bicycle helmets. Receiving these helmets will allow the Sheriff's Office to continue incorporating bicycle safety in the camps they host during the summer. This project is at no cost to the County.

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE

130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Human Resources Department
DATE: November 26, 2018
SUBJECT: Request for New Position in Animal Services

Please see the attached information.

The Animal Services Division, Human Resources Department and the Finance Department recommend a new full-time position, Animal Keeper, be created and filled for the second half of the 2019 fiscal year. With this new position, fewer part-time hours will be needed. The position is necessary to maintain proper animal care at the Nature Center. The majority of the funding for this position will be transferred from the part-time salaries budget to the full-time salaries budget.

ATTACHMENTS:

Description	Upload Date	Type
Animal Keeper Position	11/26/2018	Backup Material

To: Aaron Church, County Manager
From: Bob Pendergrass, Animal Services Director
Date: November 26, 2018
RE: New Position of Animal Keeper

I am requesting the consideration of a new position within the Animal Services Department. Dan Nicholas Park Nature center has become a very reputable facility that provides great educational opportunity through its programming and native wildlife animal collection. As a county run facility it is one of, if the not the best of its kind, in the state.

With a growing animal advocacy among the general public and private non profit advocacy groups like PETA, staff has worked hard to increase its commitment to quality animal care. The 2006 expansion of our animal holdings facility into quality natural habitats has been a great improvement for us. With that expansion, staff had additional facilities to suddenly care for. At almost exactly the same time as the expansion project, we were very fortunate to become involved with the internship co-op program at Davidson County Community College, which provides us a couple of thousand labor hours free each year. But with that short term revolving door of labor, paid staff has also committed a great deal of time to training those students.

Recently because of growing pressures, USDA, the agency responsible for oversight in the zoo industry, has placed increasing focus on not only providing best practices care, but also thoroughly documenting that care. We were lucky in being able to step up to the plate on that issue with a very cost effective software program, RaptorMed, purchased with grant funds this past fiscal year. But these growing demands have stressed a staff that in the past has been run well enough with three full time employees and a dozen or more part time.

The three staff that currently are on payroll are divided in responsibility as a supervisor, an education program leader, and an animal care person although all do everything from sweep the floor to provide daily and medical care for animals. Part time staff provides manpower to supplement.

Where the program is really stressed is in the detailed demands of the animal care. With about 80 animals of more than 50 individual species of vastly varying needs, one animal care specialist cannot provide enough training to a constantly revolving part time staff and the oversight to be effective enough any more. Not with the additional documentation requirements that exist today.

The limitations of the 999 hours retirement benefits ceiling for part time status, along with the lack of benefits in today's tightening job market have put us in serious bind. The hardest part is keeping a 19 hour a week person up to speed on a constantly changing situation. We think that the best solution is an additional full time person. The cost to add this position (including benefits) would be approximately $47,335/annual. With the increase in efficiency and quality this would bring to our program, we think it would be at least equal to three part time positions and we are willing to take a reduction in part time funds to pursue it.

We would like to request an additional full time position at the level of Naturalist I. This person would assume the main responsibility of assisting our animal care person, currently Naturalist II Megan Cline, with the daily care of the animal collection. The continuity provided will let us meet the demands of

both care and also the daily documentation that goes along with it to meets the needs that a quality facility like our Nature Center demands in today's world.

The proposed job description with identified duties, as well as the proposed organizational chart are attached for your reference. Than you for consideration of this request.

ROWAN COUNTY
HUMAN RESOURCES

PROPOSED JOB DESCRIPTION

Job Title : Animal Keeper
Department: Animal Services
Revised : November 2018

Class : Paraprofessional
FLSA : Non-exempt

This job description supersedes any prior description for the Animal Keeper classification.

GENERAL DESCRIPTION

Responsible paraprofessional level work providing care for the animal collection at the Nature Center, public education on the environment and nature and participating in the activities of the Nature Center and related areas. Supervision is received from the Nature Center Supervisor, who reviews work through observation and periodic conferences.

ESSENTIAL JOB FUNCTIONS (Any one position may not include all of the duties listed, nor do the listed examples include all tasks which may be found in positions of this class.)

Maintains the Nature Center's animal collection and required records of daily care; care provided may include administering medications prescribed for veterinary treatment.

Confers with private citizen owners of sick or wounded wild animals on actions to be taken.

Responds to questions from the public regarding natural history, zoology, and animal rehabilitation; answers requests to identify a variety of animal and plant species.

Participates in the construction, repair and maintenance of the facilities at the Nature Center area including buildings, nature trail areas, and animal containment areas.

Organizes and trains part-time staff and volunteers to assist with animal care and educational programming.

Assists in the preparation for and participates in special parks and recreation events and programs.

OTHER JOB FUNCTIONS

Performs related duties as required.

Management reserves the right to add or amend duties at any time.

KNOWLEDGE, SKILLS, AND ABILITIES

Considerable knowledge of practices, procedures, programs, and facilities related to the operation of a nature center in a public sector environment.

Considerable knowledge of the care and feeding of a variety of wild animals, reptiles, birds, and fish.

Considerable knowledge of a variety of natural sciences.

Considerable knowledge of various computer software programs for use in designing, creating, and presenting educational programs.

Working knowledge of the construction, repair, and maintenance of Nature Center related facilities.

Ability to work with and handle a variety of animals, reptiles, and birds.

Ability to communicate effectively, orally and in writing.

Ability to establish and maintain effective working relationships with employees and the public.

PHYSICAL REQUIREMENTS

Work may include sitting, walking, bending, stooping, and lifting weights of approximately 65 lbs or less unassisted and weights over 65 lbs with assistance. Work may include both indoor and outdoor activity where employee is exposed to elements of nature: cold, hot, rain, snow, sleet, ice, etc. Employee must be able to maneuver in tight places such as the crawl space under a building, climb ladders, step over obstacles, step on and off machinery, etc. Work may include operation of a motor vehicle. Employee may be exposed to hazardous chemicals, smoke, or potentially hazardous or volatile situations.

EXPOSURE CONTROL

Work activity is normally performed without blood or body fluid exposure but exposure may occur in an emergency. Personal protective equipment should be available and used if an emergency arises.

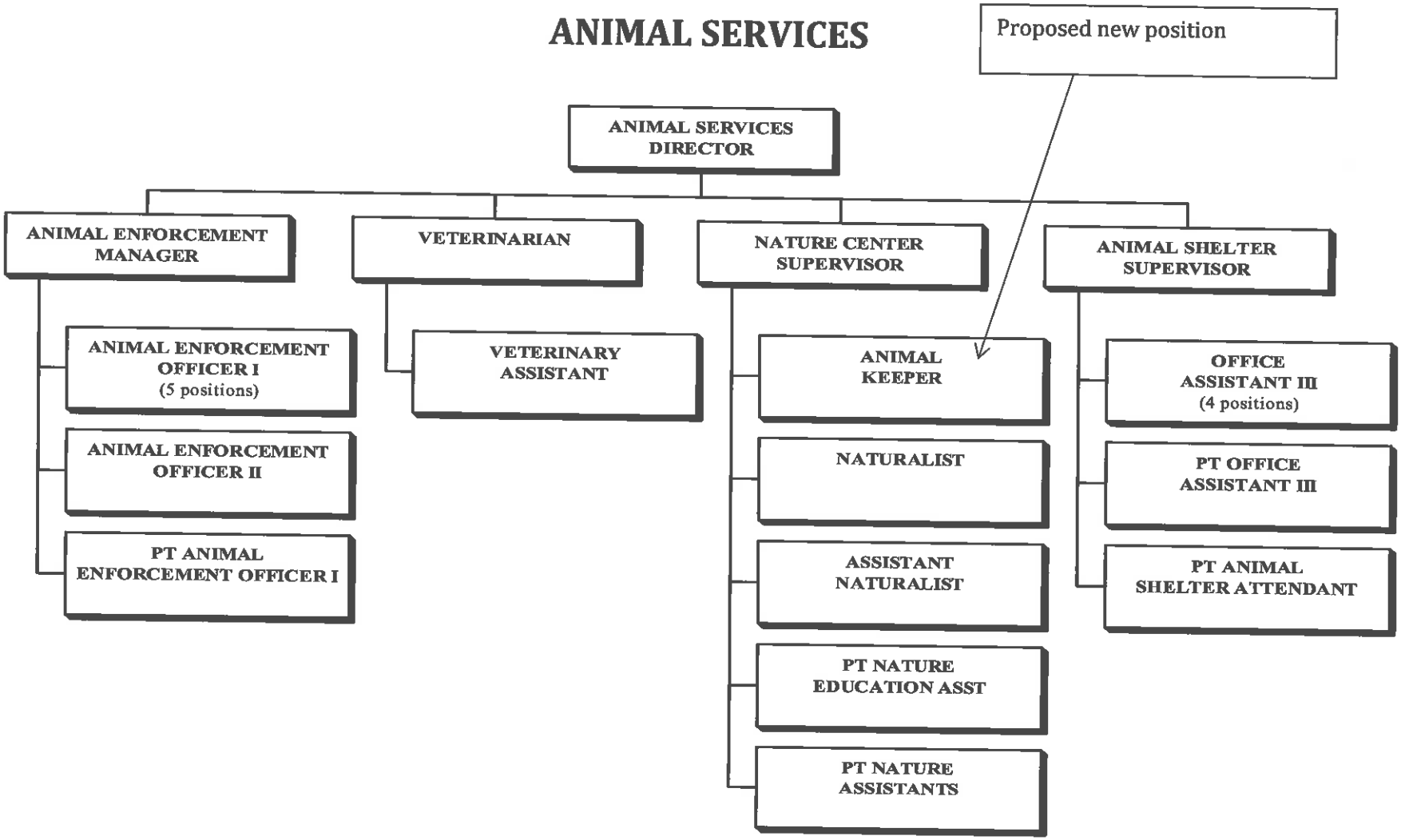
MINIMUM EXPERIENCE AND TRAINING

Associate's Degree from an accredited college or university in Science, Biology, Zoology, Botany or other relevant area, and one year of experience in environmental or science education, a nature center, zoo, or aquarium setting, or in working with animals; or equivalent combination of training and experience; a valid driver's license is required.

This job description does not create an employment contract, implied or otherwise.

ROWAN COUNTY

ANIMAL SERVICES



11/26/18

ROWAN COUNTY
EXPANSION WORKSHEET
POSITION DETAIL - NON-LEO

2019 BUDGET YEAR

Key in gray sections only

Department Name	Animal Services				
Position Title	Animal Keeper				
Hours *(per week)*	40	Increase	$ 47,335.00	Grade	10

Salary / Benefits		Total Cost	Federal / State Reimbursement	Other Revenue	New County Funds Requested
Salary		$ 31,342.85	$ -	$ -	$ 31,342.85
Health Insurance	$780 / Mo	9,360.00	-	-	9,360.00
Medicare	1.45%	454.47	-	-	454.47
Retirement	7.81%	2,447.88	-	-	2,447.88
Social Security	6.20%	1,943.26	-	-	1,943.26
Workers Comp	2.70%	846.26	-	-	846.26
401(k)	3.00%	940.29	-	-	940.29
Total Salary / Benefits		47,335.00	-	-	47,335.00
Other Costs					
Desk		-	-	-	-
Chair		-	-	-	-
Side chairs		-	-	-	-
Telephone		-	-	-	-
Computer		-	-	-	-
Bookcase		-	-	-	-
Vehicle		-	-	-	-
Travel		-			
Training		-			
		-			
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-			
		-			
		-	-	-	-
Total Equipment Costs		-	-	-	-
Total Cost		$ 47,335.00	$ -	$ -	$ 47,335.00

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE

130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Finance Department
DATE: November 26, 2018
SUBJECT: Annual Bond Report

Please see the attached information.

Please approve the Annual Bond Report as submitted.

ATTACHMENTS:

Description	Upload Date	Type
Memo	11/26/2018	Backup Material

Rowan County
Risk Management

Memo

To: Board of Commissioners

From: Nick Childers, Risk Manager

CC:

Date: 11/17/2018

Re: Annual Bond Report

As required by NC General Statute 162-9, attached is the annual bond report for your approval. Per the General Statute the original bond of the Sheriff has been deposited with the Clerk of Superior Court for safekeeping.

Rowan County Bonds

Name	Position	Bond Amount	Total Premium	Term	Expires	Underwriter
Kevin L. Auten	Sheriff	$25,000.00	$443.00	4 Years	12/1/2022	Penn National
Leslie Heidrick	Finance Director	$200,000.00	$1,850.00	2 Years	9/29/2019	Penn National
Kelvin Byrd	Tax Administrator	$200,000.00	$2,700.00	3 Years	11/1/2021	Penn National
Jonathan E. Brindle	Register of Deeds	$50,000.00	$200.00	4 Years	12/1/2022	SureTec Insurance
THE STATE SETS THE BOND AMOUNT FOR SHERIFFS AT $25,000 AND FOR REGISTER OF DEEDS AT $50,000						

As required by NC General Statute 162-9, the board of county commissioners in every county shall take and approve the official bond of the sheriffs, which they shall cause to be registered and the original deposited with the clerk of superior court for safekeeping.

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE

130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Finance Department
DATE: November 26, 2018
SUBJECT: FY 2019 Vehicles Financing Proposals

Please see attached information.

Please approve attached information.

ATTACHMENTS:

Description	Upload Date	Type
FY 2019 Vehicles Financing Proposals	11/27/2018	Cover Memo

Leslie E. Heidrick, CPA
Assistant County Manager/
Finance Director

James M. Howden, CPA
Assistant Finance Director

Rowan County Finance Department
130 West Innes Street • Salisbury, NC 28144-4326
Telephone 704-216-8170 • FAX 704-216-8110

MEMORANDUM

TO: Rowan County Board of Commissioners
Aaron Church, County Manager

FROM: Leslie E. Heidrick, Assistant County Manager/Finance Director LEH
Rita Peters, Accountant I RP

RE: FY 2019 Vehicles Financing Proposals

DATE: November 20, 2018

The Finance Department recently requested and received installment financing proposals for the purchase of three vehicles for the Animal Services Department, 18 vehicles for the Sheriff's Office, one vehicle for the Parks and Recreation Department, and one vehicle and two ambulances for the Emergency Services Department. The amount to be financed is $1,150,000. The term is three years. We received seven bids, which are summarized on the attached sheet.

Staff Recommendation: The Finance Department recommends that the County accept the bid received from Banc of America Public Capital Corp., which represents the lowest total cost to the County. The bid has an interest rate of 2.9309%, resulting in interest costs of $46,305. The Finance Department also requests approval of the attached Resolution, as well as a new escrow account to service the financing proceeds.

ROWAN COUNTY
INSTALLMENT FINANCING PROPOSALS
VEHICLES 2019
SUMMARY OF COMPETITIVE BIDS
November 7, 2018

	Estimated Total Cost	Interest Rate
Banc of America Public Capital Corp.	$ 1,196,305	2.9309%
First National Bank of Pennsylvania	1,197,549	2.9300%
US Bancorp Government Leasing & Finance, Inc.	1,197,735	3.0210%
BB&T Governmental Finance	1,198,094	3.0100%
SunTrust Equipment Finance & Leasing Corp.	1,198,976	3.0677%
PNC Equipment Finance, LLC	1,203,120	3.3500%
First Bank	1,209,435	3.7000%

Rowan County Board of Commissioners

130 West Innes Street • Salisbury, NC 28144

RESOLUTION APPROVING A PROPOSAL FROM
BANC OF AMERICA PUBLIC CAPITAL CORP.
TO FINANCE THE ACQUISITION OF VEHICLES

WHEREAS, Rowan County, North Carolina (the "County") has previously determined to undertake the purchase of certain vehicles (the "Equipment"), and, in connection therewith, issued a request for proposals to various financial institutions; and

WHEREAS, pursuant to Section 160A-20 of the North Carolina General Statutes, as amended, the County is authorized to finance the acquisition of the Equipment by an installment contract that creates a security interest in the property financed to secure repayment of the financing; and

WHEREAS, the County received several proposals, and the Assistant County Manager/Finance Director and County Manager now recommend that the Board of Commissioners approve the proposal from Banc of America Public Capital Corp. (the "Bank") for the financing of the Equipment.

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

1. The County hereby determines to finance the Equipment through Banc of America Public Capital Corp., or one of its affiliates, in accordance with the proposal dated November 7, 2018 (the "BAPCC Proposal").

2. The County hereby authorizes the Assistant County Manager/Finance Director and County Manager (the "Authorized Officers"), or any one of them, to execute and deliver an installment financing agreement consistent with the BAPCC Proposal (the "Financing Agreement"), and execute such certificates and documents and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Equipment as contemplated by the BAPCC Proposal and this Resolution.

3. The County covenants that, to the extent permitted by the Constitution and laws of the State of North Carolina, it will comply with the requirements of the Internal Revenue Code of 1986, as amended (the "Code") as required so that the interest on the County's obligations under the Financing Agreement will not be included in the gross income for federal income tax purposes of the registered owners of the interest payment obligations.

4. No deficiency judgment may be rendered against the County in any action for breach of a contractual obligation under the Financing Agreement, and the taxing power of the County is not and may not be pledged directly or indirectly to secure any moneys due under the Financing Agreement, the security interest in the Equipment provided under the Financing Agreement being the sole security for the County's obligations thereunder.

5. The County intends that the adoption of this Resolution will be a declaration of the County's official intent to reimburse expenditures for the Equipment that is to be financed from the proceeds of the financing described above. The County intends that funds that have been advanced, or that may be advanced, from the County's general fund, or any other County fund related to the Equipment, for Equipment costs may be reimbursed from the financing proceeds.

6. The County hereby designates the principal components of the Installment Payments payable under the Financing Agreement as "qualified tax-exempt obligations" for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

7. All prior actions of County officers in furtherance of the purposes of this Resolution are hereby ratified, approved and confirmed.

8. This Resolution shall take effect upon its adoption this 3rd day of December, 2018.

* * * * *

I, Carolyn Barger, Clerk to the Board/Assistant to the County Manager, for Rowan County, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a Resolution adopted by the Rowan County Board of Commissioners at a regular meeting duly called and held on December 3, 2018, and that the proceedings of such meeting are recorded in the Minutes of the County. Pursuant to G.S. § 143-318.12, a current copy of a schedule of regular meetings of the Rowan County Board of Commissioners is on file in my office.

WITNESS my hand and the official seal of Rowan County this _____ day of December, 2018.

_____

Carolyn Barger, MMC, NCMCC
Clerk to the Board/Assistant to the County Manager

(SEAL)

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE

130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Finance Department
DATE: November 26, 2018
SUBJECT: Public Hearing to Consider Financing Proposals for KCS Capital Projects

---

Please see attached memo.

Please set public hearing date.

ATTACHMENTS:

Description	Upload Date	Type
Memo	11/26/2018	Backup Material

Leslie E. Heidrick, CPA
Assistant County Manager/
Finance Director

James M. Howden, CPA
Assistant Finance Director

Rowan County Finance Department
130 West Innes Street • Salisbury, NC 28144-4326
Telephone 704-216-8170 • FAX 704-216-8110

MEMORANDUM

TO: Rowan County Board of Commissioners
Aaron Church, County Manager

FROM: Leslie E. Heidrick, Assistant County Manager/Finance Director LEH

RE: Public Hearing to Consider Financing Proposals for KCS Capital Projects

DATE: November 16, 2018

Please add the following to the Consent Agenda of the Board's December 3rd meeting:

- Set a public hearing for January 7, 2019 to consider financing proposals to be received for improvement projects to Kannapolis City Schools (KCS) facilities

Thank you.

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE

130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Carolyn Barger, Clerk to the Board
DATE: November 26, 2018
SUBJECT: Resolution Adopting 2019 Commission Meeting Schedule

---

ATTACHMENTS:

Description	Upload Date	Type
Resolution	11/26/2018	Cover Memo

Rowan County Board of Commissioners

130 West Innes Street • Salisbury, NC 28144

RESOLUTION
ESTABLISHING
BOARD OF COMMISSIONERS
2019 MEETING SCHEDULE

WHEREAS, the Rowan County Board of Commissioners recognizes the importance of public service and accommodating its citizens by providing the opportunity for public attendance at Commission meetings; *and*

WHEREAS, the Rowan County Board of Commissioners presently meets at 130 West Innes Street, Salisbury, North Carolina and holds its regular meetings the first and third Monday of each month beginning at 3:00 p.m. and 6:00 p.m. respectively.

NOW, THEREFORE BE IT RESOLVED that the Rowan County Board of Commissioners hereby adopts the above meeting schedule and meeting times for 2019 in an effort to continue to encourage citizen participation at Board meetings.

BE IT FURTHER RESOLVED that the exceptions to the 2018 regular meeting schedule are approved as follows:

- Change the January 21, 2019 Meeting to Tuesday, January 22, 2019
- Change the September 2, 2019 Meeting to Tuesday, September 3, 2019

Adopted this 3rd day of December 2018.

_____
Chairman
Rowan County Board of Commissioners

ATTEST:

_____
Carolyn Barger, MMC, NCMCC
Clerk to the Board /
Assistant to the County Manager

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE

130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Toni Wingler, Administrative Secretary, County Manager's Office
DATE: 11/26/2018
SUBJECT: Proposed Amendments to Home and Community Care Block Grant Committee Org. Rules

---

ATTACHMENTS:

Description	Upload Date	Type
Proposed Amendments to Home and Comm. Care Block Grant Committee Org. Rules	11/26/2018	Cover Memo

The Henry E. Rufty - Haden C. Holmes
Senior Center
"Adding Life to Years"
Health & Wellness, Lifelong Learning, Civic & Social Engagement

1120 S. Martin Luther King, Jr. Avenue, Salisbury, North Carolina 28144-5658 www.ruftyholmes.org
Phone: 704-216-7714 Fax: 704-633-8517 Email: office@ruftyholmes.org

November 16, 2018

TO: Rowan County Board of Commissioners, Aaron Church, Rowan County Manager

FROM: Nan Buehrer, Executive Director
Rufty-Holmes Senior Center, and Lead Agency for HCCBG Committee

RE: Proposed Amendments to Home & Community Care Block Grant Committee Org. Rules

The HCCBG Advisory Committee held several work sessions and meetings to update the Rules of Organization for the committee. **The Committee voted on 11-13-18 to recommend to the Rowan County Board of Commissioners the following Amendments to the Rules of Organization for the Rowan County Home & Community Care Block Grant, be approved, as attached.**

Should the amendments be approved as proposed, the **HCCBG Advisory Committee voted on 11-13-18 to recommend to the Rowan County Board of Commissioners the following At-Large Members have their term ending dates amended, to be in compliance with the newly adopted term year ending date.**

Member	Current Term	Current Term End	Proposed New Term to End
Mary Frances Edens	Second	12/31/2019	06/30/2019
Jennifer Hammond	First	12/31/2018	06/30/2021
Peggy Price	First	03/31/2020	06/30/2020
Christina Joyce	First	05/31/2020	06/30/2020

The Committee thanks the Commissioners for their support of the important services provided thru HCCBG funds on behalf of our older adult citizens.

I am available to answer any questions you may have concerning the Committee's recommendations.

Nan Buehrer, Executive Director, Rufty-Holmes Senior Center
nan@ruftyholmes.org
704-216-7715

Proposed Amendments to Rules of Organization
Rowan County Home & Community Care Block Grant (HCCBG)
Advisory Committee

Article I: Name

Section I: The name of this body shall be the Rowan County Home & Community Care Block Grant Advisory Committee.

Article II: Purpose

Section I: The purpose of the Rowan County Home & Community Care Block Grant Advisory Committee shall be to provide funding allocation recommendations to the Rowan County Board of Commissioners and the Centralina Area Agency on Aging based on its understanding of current needs for services in Rowan County.

Section 2: The Committee will also monitor the effectiveness and efficiency of service delivery for service providers receiving HCCBG funding, and advise the Board of Commissioners on recommended budget adjustments for these services throughout the year.

Article III: Membership

Section I: Qualifications: Members of the HCCBG Advisory Committee shall consist of persons who:

a) Are interested in the well-being of older adults; and are able to commit the appropriate time, advice, skill and energy to the work of the Committee;
b) Reside in Rowan County, or are the designated representative of an agency serving Rowan County citizens;
c) Are willing to represent the broad spectrum of older adult needs and interests rather than any specific agenda.

(Delete Section 2 on Appointments: it is addressed under composition of committee)

Section 2: Appointments: The HCCBG Advisory Committee will consist of 11 individuals appointed by the Rowan County Board of Commissioners.

Composition of Committee: The HCCBG Advisory Committee will include:

a) The Executive Director of Rufty-Holmes Senior Center;
b) The Director of the Rowan County Department of Social Services;
c) The Director of the Rowan County Transportation Department;
d) The Rowan County Manager;
e) The three appointed members of the Rowan County delegation to the Region F Aging Advisory Committee;
f) The appointed Alternate to the Region F Aging Advisory Committee; and
g) Three At-Large Rowan County citizens with an interest in older adult issues.

Section 2: Composition of Committee: The HCCBG Advisory Committee will include:

a) Representative of Lead Agency, as designated by Rowan County Commissioners
b) Funded Providers' designated representative for upcoming allocation funding cycle
c) Four Rowan County Region F Aging Advisory Committee members (includes alternate)
d) Four At-Large members, as appointed by Rowan County Commissioners
e) One-third (1/3) of the committee shall be age 60 years and older

Section 4: Ex-Officio Members: A representative of the Centralina Area Agency on Aging shall serve as non-voting ex-officio member of the Advisory Committee.

Section 3: Ex-Officio Members: shall serve as non-voting members of the Advisory Committee.

a) Centralina Council of Governments Area Agency on Aging Representative
b) Rowan County Manager
c) Rowan County Commissioner

Section 5: Terms: Terms of service on the Committee shall be as follows:

a) Agency representatives and the County Manager shall be considered perpetual members of the Committee;
b) The Delegates and Alternate to the Region F Aging Advisory Committee shall serve terms consistent with their terms on the Region F Aging Advisory Committee;
c) The three At-Large Committee members shall serve three-year terms, with a maximum limit of two consecutive terms, appointed by the Board of Commissioners utilizing their usual citizen appointment process. In the beginning, in order to establish staggered terms, one individual will be appointed to a one-year term; one to a two-year term; and one to a three-year term.
d) Term year shall be defined as the calendar year, beginning January 1 and ending December 31.

Section 4: Terms: Terms of service on the Committee shall be as follows:

a) Funded Providers shall serve while funded.
b) Delegates and Alternate to the Region F Aging Advisory Committee shall serve terms consistent with their terms on the Region F Aging Advisory Committee.
c) The At-Large Committee members shall serve three-year terms, with a maximum of two consecutive terms.
d) Term year shall be defined as the HCCBG Fiscal Year, beginning July 1 and ending June 30, for Funded Providers and At-Large Members.

Section 6: Quorum: A quorum for the conduct of business shall be defined as a minimum of six voting Committee members present and participating in the meeting.

Section 5: Quorum: To hold a meeting, 51% of voting members must be in attendance.
Votes approved must be by majority of voting members present.

Section 7: Voting:

a) HCCBG Advisory Committee members eligible to vote on matters before the Committee have one vote each;
b) Ex-officio members of the Committee do not vote;
c) It will be considered a conflict of interest for a member of the Committee to vote to determine a specific dollar amount to be allocated to his/her agency;
d) Proxy voting will not be allowed.

Section 6: Voting:

a) HCCBG Advisory Committee members eligible to vote on matters before the Committee have one vote each; vote can be done in person or by telecommunications.
b) Ex-officio members of the Committee do not vote.

c) Funded Providers are not allowed to vote on any motion of the committee that could result in funding for their agency.
d) Proxy voting will not be allowed.

Article IV: Officers

Section I: Officers of the Committee will be elected at the first meeting of each new term year to serve one-year in duration.

Section 2: Officers will consist of:
a) Chair
b) Vice-Chair
c) Secretary

Section 2: Officers will consist of:
a) Chair
b) Secretary

Section 3: Officers must be voting Committee members.

Article V: Meetings

Section I: Regular Meetings: Regular meetings of the Committee will be held in accordance with budgetary timetables. A meeting schedule will be set at the beginning of each new calendar year.

Section 2: Special Meetings: Special meetings of the Committee may be called by the Chair based on an urgent need, or timing issue related to the Home & Community Care Block Grant.

Section 3: Notification: All members of the Committee will be given written notice of all meetings at least seven days in advance.

Section 3: Notification: All members of the Committee will be given written notice of all meetings at least five business days in advance, but not less than two business days.

Section 4: Parliamentary Authority: Roberts Rules of Order shall govern Committee operations not specifically addressed in these Rules of Organization.

Article VI: Amendments

Section I: Amendments to these Rules of Organization may be recommended to the Rowan County Board of Commissioners by a two-thirds majority of the Advisory Committee members present and voting in the affirmative, after having been presented and discussed at a prior meeting.

Approved by the Rowan County Board of Commissioners November 21, 2011
Revised January 3, 2012

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE

130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Finance Department
DATE: November 20, 2018
SUBJECT: Approval to Purchase Two Ambulances and Related Equipment

---

Please see the attached information.

Please approve the attached information.

ATTACHMENTS:

Description	Upload Date	Type
Approval of the Purchase of Two Ambulances	11/26/2018	Cover Memo

Leslie E. Heidrick, CPA
Assistant County Manager/
Finance Director

James M. Howden, CPA
Assistant Finance Director

Rowan County Finance Department
130 West Innes Street • Salisbury, NC 28144-4326
Telephone 704-216-8170 • FAX 704-216-8110

MEMORANDUM

TO: Rowan County Board of Commissioners
Aaron Church, County Manager

FROM: Leslie E. Heidrick, Assistant County Manager/Finance Director
David Sifford, Purchasing Agent

RE: Approval of the Purchase of Two Ambulances

DATE: November 20, 2018

After due advertisement, bids for the purchase of two ambulances for the Rowan County Emergency Services Department were received and opened by David Sifford, Purchasing Agent.

The Finance Department received bids from three dealers: First Class Emergency Vehicles, Northwestern Emergency Vehicles and Taylor Made Ambulance. Taylor Made Ambulance submitted the lowest bid of $268,702 for both ambulances, but has withdrawn its bid due to a pricing error. Of the two remaining bids, First Class Emergency Vehicles submitted the low bid of $192,135 per vehicle, with a total of $401,762 for two vehicles and options. Northwestern Emergency Vehicles submitted a bid in the amount of $194,992 per vehicle, for a total of $408,758 for two vehicles and options. The two retired ambulances will be sold at auction. The bid pricing sheets, the email from Taylor Made Ambulance withdrawing its bid and a memorandum from the Emergency Services Department requesting acceptance of the bid from First Class Emergency Vehicles are attached. The complete bid packages are on file in the Purchasing Office.

Staff Recommendation: The Emergency Services Department and the Finance Department recommend the purchase of two Medix ambulances from First Class Emergency Vehicles at a cost not to exceed $401,762. This amount is within the approved fiscal year 2019 budget.

IT IS AGREED BY THE UNDERSIGNED RESPONDENT THAT THE SIGNING AND DELIVERY OF THIS PROPOSAL REPRESENTS THE RESPONDENT'S ACCEPTANCE OF THE TERMS AND CONDITIONS OF THE FOREGOING SPECIFICATIONS AND PROVISIONS, AND IF AWARDED THE CONTRACT BY THIS AGENCY, WILL REPRESENT THE AGREEMENT BETWEEN THE PARTIES.

Sign in ink in the space provided below. UNSIGNED bids will be considered incomplete and will be subject to rejection.

Name of Firm: _TMA Operations, LLC dba Taylor Made Ambulance___

Signed (in ink): Lynn Miner
(Signature of Officer of Company)

Title: CEO Date Signed: 11-5-18

Street Address: _3704 Medallion Pl._____

Mailing Address: _____

City: _Newport_____ State: ____AR_____ Zip Code: ___72112__

Phone Numbers: Phone: _800-468-1310____ Fax: _800-224-0276_

Email Address: __lucie@tma-ops.com_____

Ambulance Manufacturer: _Taylor Made Ambulance_____

Model Year: _2019___ Model Designation: _E-450 Type III Ambualnce___

Delivery will be made within 120 days of receipt of the purchase order by the Dealer and/or Manufacturer

Unit Bid Price: EMS Unit Only (each) $ 134,351.00

Total (2units) $ 268,702.00

Option 1: Stryker Stair Pro 6252/foot rest $ 3275.00

Total (2units) $ 6550.00

Option 2: *Motorola*
APX 6500 P25 800Mhz trunking land mobile radio equipped as specified:
Dual O7 heads
Over the air programming
Radio authentication
Installation $ 2200.00

Total (2units) $ 4400.00

First Class

EMERGENCY VEHICLES

A Division of First Class Fire Apparatus LLC

October 18, 2018

Rowan County
Mr. John Sharp
2727 Old Concord Road, Suite E
Salisbury, NC 28146

Dear Mr. Sharp:

I am pleased to provide the following Medix ambulance proposal per specification attached hereto.

2018 Medix MSV II Ford E450 type III Ambulance per existing spec $192,135.00 each

Quantity of two (2) $384,270.00 total

Additional cost options options:

1. Stryker 6252 Stair chair with foot rest	3,346.00 each	6,692.00 total
2. APX 6500 Radio installed	5,400.00 each	10,800.00 total
3. Spotter switch inside module	-0-	

Total purchase for two units **$401,762.00**

The above prices do not include state, federal or local taxes or license fees.

Thank you for the opportunity to provide Rowan County this proposal.

Sincerely,

Tim Steinmetz
President

4009 Waterton Court Monroe, NC 28110-9798 704.821.4822 F: 704.821.4728
www.firstclassev.com

IT IS AGREED BY THE UNDERSIGNED RESPONDENT THAT THE SIGNING AND DELIVERY OF THIS PROPOSAL REPRESENTS THE RESPONDENT'S ACCEPTANCE OF THE TERMS AND CONDITIONS OF THE FOREGOING SPECIFICATIONS AND PROVISIONS, AND IF AWARDED THE CONTRACT BY THIS AGENCY, WILL REPRESENT THE AGREEMENT BETWEEN THE PARTIES.

Sign in ink in the space provided below. UNSIGNED bids will be considered incomplete and will be subject to rejection.

Name of Firm: Northwestern Emergency Vehicles

Signed (in ink): Paul [illegible]
(Signature of Officer of Company)

Title: Sales Date Signed: 11-6-18

Street Address: 268 NWEV Drive

Mailing Address: PO Box 790

City: Jefferson State: NC Zip Code: 28640

Phone Numbers: Phone: 1-800-536-8488 Fax: 336 246-8978

Email Address: Jerry@nwev.com

Ambulance Manufacturer: American Emergency Vehicle (AEV)

Model Year: 2019 Model Designation: Ford

Delivery will be made within 120 days of receipt of the purchase order by the Dealer and/or Manufacturer

Unit Bid Price: EMS Unit Only (each) $194,992.00

Total (2units) $389,984.00

Option 1: Stryker Stair Pro 6252/foot rest $3,506 (included in bid sheet of unit)

Total (2units) $ 7,012.00

Option 2: *Motorola*
APX 6500 P25 800Mhz trunking land mobile radio equipped as specified:
Dual O7 heads
Over the air programming
Radio authentication
Installation $ 5,582

Total (2units) $11,762

Sifford, David

From: Cooper, Lennie
Sent: Tuesday, November 13, 2018 4:41 PM
To: Overcash, Reid; Sharp, John; Sifford, David
Subject: Fwd: Bid Withdrawal.

Sent from my iPhone

Begin forwarded message:

> **From:** Lucie Minor <lucie@tma-ops.com>
> **Date:** November 13, 2018 at 16:05:12 EST
> **To:** "Lennie.Cooper@rowancountync.gov" <Lennie.Cooper@rowancountync.gov>, "Billy Harrison" <billy@tma-ops.com>
> **Subject: Bid Withdrawal.**
>
> Chief Cooper:
>
> Taylor Made Ambulance requests to withdraw our bid for your new ambulances due to an error in pricing. Please consider this email for the bid of $134,351, total of $268,702 for two units as official notice of withdrawal. We sincerely appreciate your consideration and hope we can bid on your next project.
>
> Regards,
>
> Lucie Minor, CEO
> Taylor Made Ambulance
> *3704 Medallion Pl.*
> *Newport, AR 72112*
> *p. 870-523-9560*
> *f. 800-224-0276*

ROWAN COUNTY EMERGENCY SERVICES
Be an original.
2727 Old Concord Rd, Suite E, Salisbury, NC, 28146-8388
[p] 704-216-8900 [f] 704-216-8921

MEMORANDUM

To: Chris Soliz, Chief
From: Lennie Cooper, EMS Division Chief
Subject: FY19 Ambulance RFB
Date: November 20, 2018

The Department advertised a Request for Bids (RFP) regarding EMS units for FY2019. That RFP was based on specifications used for previous vehicle purchases. At the opening of the responses on November 7, 2018, three individual dealers with three unique ambulance manufacturers were represented. Respondents included: American Emergency Vehicles (AEV), TMA-Operations (TMA) and First Class Emergency Vehicles (FCEV) representing MEDIX Specialty Vehicles (MSV)

The dealer submitting the lowest priced proposal was TMA-Operations. However while reviewing the bid proposal with the manufacturer an error was discovered in pricing. TMA made formal request to withdraw the bid due to the significance of the error. The next lowest bid was submitted by First Class Emergency Vehicles, representing MEDIX Specialty Vehicles. This is the same dealer with which we have done business for a number of years. FCEV has proven to offer excellent service before and after the sale.

In the FY2019 budget 1154371-575035 C/A- VEHICLES provides $426,478 for the acquisition of two replacement EMS units including taxes and registration fees. I recommend moving forward with the purchase of two, 2018 MEDIX MSV II Ford E-450 Type III ambulances from First Class Emergency Vehicles at the cost of $401,762 plus sales taxes and registration fees. Taxes are estimated at $12, 053 with registration fees of $12. This brings the total purchase to $413,827. The remaining balance of $12,651 will be used for local installation costs and the purchase of supplementary items.

The dealer states that the EMS units will be available for delivery almost immediately. FCEV has vehicles that meet bid specifications currently in production and will add the required graphics package allowing delivery mid December to early January.

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE

130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Finance Department
DATE: 11/26/2018
SUBJECT: Declaration of Surplus Equipment

Please see the attached information.

Please declare the 1997 CAT 963 Loader and the 2007 Terex 375E Compactor as surplus property and approve the attached Resolution Authorizing Sale of Surplus Property by Electronic Auction.

ATTACHMENTS:

Description	Upload Date	Type
Request for Sale of Surplus Property By Electronic Auction	11/27/2018	Cover Memo

Leslie E. Heidrick, CPA
Assistant County Manager/
Finance Director

James M. Howden, CPA
Assistant Finance Director

Rowan County Finance Department
130 West Innes Street • Salisbury, NC 28144-4326
Telephone 704-216-8170 • FAX 704-216-8110

Memorandum

To: Rowan County Board of Commissioners
Aaron Church, County Manager

From: Leslie E. Heidrick, Assistant County Manager/Finance Director
David Sifford, Purchasing Agent

Re: Declaration of Surplus Equipment

Date: November 20, 2018

In accordance with G.S. 160A-270(c), the Finance Department is requesting Board approval to declare two inoperable pieces of equipment at the Rowan County Landfill to be surplus property and to allow the Purchasing Agent to sell the equipment by electronic auction. The first is a 1997 CAT 963 Loader that was damaged in a fire in 2009. The second is a 2007 Terex 375E Compactor that has a bad transmission. Emails and pictures from the Environmental Management Department describing the equipment are attached. The equipment will be sold on the GovDeals.com website. If declared as surplus property, notices will be published in the Salisbury Post and on the County's website.

Staff's Recommendation: It is the recommendation of the Environmental Management Department and the Finance Department that the attached Resolution be approved. The Resolution authorizes the Rowan County Purchasing Agent to sell the surplus equipment identified above by public auction. The Resolution will be published at least ten days before the date of the sale.

Rowan County Board of Commissioners
130 West Innes Street • Salisbury, NC 28144

RESOLUTION AUTHORIZING SALE OF SURPLUS PROPERTY BY ELECTRONIC AUCTION

Whereas, G.S. 160A-270(c) allows the Board of Commissioners to sell personal property by electronic auction upon adoption of a resolution or order authorizing the appropriate official to dispose of the property by electronic auction; and

Whereas, the Finance Department has recommended that a 1997 CAT 963 Loader and a 2007 Terex 375E Compactor be sold by electronic auction as surplus property, utilizing GovDeals.com to conduct the sale; now therefore,

Be it resolved, by the Rowan County Board of Commissioners, that the County's Purchasing Agent is authorized to sell by electronic auction the surplus property described above in accordance with G.S 160A-270(c). The electronic auction will be conducted on the GovDeals.com website. The equipment will be sold "as is". The equipment will be furnished following the receipt of cash or certified check. The Purchasing Agent is directed to publish, at least once and not less than ten (10) days before the date of the auction, a copy of this Resolution or a notice summarizing its content as required by G.S. 160A-270(c).

Adopted this 3rd day of December, 2018.

_____
Chairman
Rowan County Board of Commissioners

ATTEST:

_____
Carolyn Barger, MMC, NCMCC
Clerk to the Board/Assistant to the County Manager

Sifford, David

From:	Greene, Greg
Sent:	Tuesday, October 30, 2018 2:57 PM
To:	Sinclair, Caleb M; Sifford, David; Carlton, Brent C
Subject:	For Gov Deals entry
Attachments:	IMG_7214.JPG; ATT00001.txt; IMG_7215.JPG; ATT00002.txt; IMG_7216.JPG; ATT00003.txt; IMG_7217.JPG; ATT00004.txt

1997 CAT 963 loader
•Has been sitting since 2009 due to fire •Undercarriage, rollers, track repair in 2008

Sifford, David

From: Greene, Greg
Sent: Tuesday, October 30, 2018 2:59 PM
To: Sinclair, Caleb M; Sifford, David; Carlton, Brent C
Subject: Gov Deals entry no. 2
Attachments: IMG_7220.JPG; ATT00001.txt; IMG_7221.JPG; ATT00002.txt

07 Terex 375E compactor
- bad transmission

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE

130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Aaron Church, County Manager
DATE: 11/27/2018
SUBJECT: Justice Assistance Grant

ATTACHMENTS:

Description	Upload Date	Type
Justice Assistance Grant Application	11/27/2018	Cover Memo
Justice Assistance Grant Award	11/27/2018	Cover Memo

BJA FY 18 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation 2018-H4088-NC-DJ

Applicant Information

*Is the applicant delinquent on any federal debt	No
*Employer Identification Number (EIN)	56-6000237
*Type of Applicant	Municipal
Type of Applicant (other):	
*Organizational Unit	Salisbury Police Department
*Legal Name (Legal Jurisdiction Name)	City of Salisbury
*Vendor Address 1	130 East Liberty St.
Vendor Address 2	
*Vendor City	Salisbury
Vendor County/Parish	Rowan
*Vendor State	North Carolina
*Vendor ZIP	28144-5039
Point of Contact Information for matters involving this application	
Contact Prefix:	Ms.
Contact Prefix (Other):	
Contact First Name:	Renee
Contact Middle Initial:	
Cotnact Last Name:	Pierson
Contact Suffix:	
Contact Suffix (Other):	
Contact Title:	Management Analyst
Contact Address Line 1:	130 East Liberty St.
Contact Address Line 2:	
Contact City:	Salisbury
Contact State:	North Carolina
Contact Zip Code:	28144-5039
Contact Phone Number:	(704) 638-5387
Contact Fax Number:	(704) 638-8544

Contact E-mail Address:	rpier@salisburync.gov

Continue

BJA FY 18 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation 2018-H4088-NC-DJ

Application Handbook

Overview

Applicant Information

Project Information

Budget and Program Attachments

Assurances and Certifications

Review SF 424

Submit Application

Help/Frequently Asked Questions

GMS Home

Log Off

Project Information

Descriptive Title of Applicant's Project		
2018 Public Safety and Crime Data Analysis Grant		
Areas Affected by Project		
City of Salisbury and Rowan County NC		
Proposed Project		
	*Start Date	October/ 01/ 2017
	*End Date	September/ 30/ 2021
*Congressional Districts of		
	Project	Congressional District 12, NC
*Estimated Funding		
Federal		$40514.00
Applicant		$0.00
State		$0.00
Local		$0.00
Other		$0.00
Program Income		$0.00
TOTAL		$40514.00

Continue

BJA FY 18 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation 2018-H4088-NC-DJ

This page allows you to upload the Budget Detail Worksheet, Financial Management and System of Internal Controls Questionnaire (FCQ) form, Program Narrative, and other Program attachments. Click the attach button to continue.

FCQ Attachment

In accordance with the Part 200 Uniform Requirements as set out at 2 C.F.R. 200.205, Federal agencies must have in place a framework for evaluating the risks posed by applicants before they receive a Federal award. To facilitate part of this risk evaluation, all applicants are to download, complete, and submit the Financial Management and System of Internal Controls Questionnaire.

For your convenience your most recently submitted FCQ Form is attached below. Please review it for accuracy. If you need to make changes, please submit an updated FCQ form, that will replace your most recently submitted FCQ Form.

Most Recently Submitted FCQ form	
FinancialCapability.pdf	

Budget and other Program Attachments

Project Abstract.pdf
Program Narrative.pdf
Applicant Disclosure of Pending Applications - City.pdf
Budget Detail Worksheet.xlsm
2018 JAG Disclosure Statement- RCSO.pdf

Continue

Please download the latest version of Adobe Acrobat Reader®.

BJA FY 18 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation 2018-H4088-NC-DJ

Assurances and Certifications

To the best of my knowledge and belief, all data in this application/preapplication is true and correct, the document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is awarded.

Your typed name, in lieu of your signature represents your legal binding acceptance of the terms of this application and your statement of the veracity of the representations made in this application. The document has been duly authorized by the governing body of the applicant and the applicant will comply with the following:

1. Assurances
2. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace requirements.

If you are an applicant for any Violence Against Women grants, this includes the Certification of Compliance with the Statutory Eligibility Requirements of the Violence Against Women Act.

*Prefix	Mr.
Name Prefix:(Other)	
*First Name	W. Lane
Middle Initial (if any)	
*Last Name	Bailey
Suffix	
Name Suffix:(Other)	
*Title	City Manager
*Address Line 1	132 North Main Street
Address Line 2	P.O. Box 479
*City	Salisbury
County	Rowan
*State	North Carolina
*Zip Code	28144-5039
*Phone	704-638-5302 Ext :
Fax	704-638-8435
*E-mail	wfurc@salisburync.gov

☑ **I have examined the information provided here regarding the signing authority and certify it is accurate. I am the signing authority, or have been delegated or designated formally as the signing authority by the appropriate authority of official, to provide the information requested throughout this application system on behalf of this jurisdiction. Information regarding the signing authority, or the delegation of such authority, has been placed in a file and is available on-site for immediate review.**

Continue

BJA FY 18 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation 2018-H4088-NC-DJ

Review SF-424 Print a Copy

APPLICATION FOR FEDERAL ASSISTANCE	2. DATE SUBMITTED August 22, 2018	Applicant Identifier
1. TYPE OF SUBMISSION Application Non-Construction	3. DATE RECEIVED BY STATE	State Application Identifier
	4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier

5.APPLICANT INFORMATION

Legal Name City of Salisbury	**Organizational Unit** Salisbury Police Department
Address 130 East Liberty St. Salisbury, North Carolina 28144-5039	**Name and telephone number of the person to be contacted on matters involving this application** Pierson, Renee (704) 638-5387
6. EMPLOYER IDENTIFICATION NUMBER (EIN) 56-6000237	**7. TYPE OF APPLICANT** Municipal
8. TYPE OF APPLICATION New	**9. NAME OF FEDERAL AGENCY** Bureau of Justice Assistance
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 16.738 CFDA TITLE: Edward Byrne Memorial Justice Assistance Grant Program	**11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT** 2018 Public Safety and Crime Data Analysis Grant

12. AREAS AFFECTED BY PROJECT

City of Salisbury and Rowan County NC

13. PROPOSED PROJECT Start Date: October 01, 2017 End Date: September 30, 2021	**14. CONGRESSIONAL DISTRICTS OF** a. Applicant b. Project NC12

15. ESTIMATED FUNDING	
Federal	$40,514
Applicant	$0
State	$0
Local	$0
Other	$0
Program Income	$0
TOTAL	$40,514

16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?

Program is not covered by E.O. 12372

17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?

N

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED

BY GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS REQUIRED.

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BJA FY 18 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation 2018-H4088-NC-DJ

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- Application submitted on 08/22/2018

BJA FY 18 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation 2018-H4088-NC-DJ

Financial Management and System of Internal Controls Questionnaire

Form Submitted On: Wed Aug 22 16:45:00 EDT 2018

#	Question	Provided Response
1.	Name of Organization and Address: Organization Name:	City of Salisbury Police Department
	Street1:	130 E. Liberty Street
	Street2:	-
	City:	Salisbury
	State:	NORTH CAROLINA
	Zip Code:	28144
2.	Authorized Representative's Name and Title: Prefix:	Mr.
	First Name:	Samuel
	Middle Name:	Wade
	Last Name:	Furches
	Suffix:	III
	Title:	Finance Manager
3.	Phone:	704-638-5302
4.	Fax:	7046388435
5.	Email:	wfurc@salisburync.gov
6.	Year Established:	1753
7.	Employer Identification Number (EIN):	566000237
8.	DUNS Number:	074517020
9. a)	Is the applicant entity a nonprofit organization (including a nonprofit institution of higher education) as described in 26 of U.S.C. 501(c)(3) and exempt from taxation under 26 U.S.C. 501(a)?	No
9. b)	Does the applicant nonprofit organization maintain offshore accounts for the purpose of avoiding paying the tax described in 26 U.S.C. 511(a)?	-
9. c)	With respect to the most recent year in which the applicant nonprofit organiation was required to file a tax return, does the applicant nonprofit organization believe (or assert) that it satisfies the requirements of 26 C.F.R. 53.4958-6 (which relate to the reasonableness of compensation of certain individuals)?	-
10.	Has the applicant entity undergone any of the following types of audit(s) (Please check all that apply): [OMB A-133 Single Audit]	Yes
	Has the applicant entity undergone any of the following types of audit(s) (Please check all that apply): [Financial Statement Audit]	Yes
	Has the applicant entity undergone any of the following types of audit(s) (Please check all that apply): [Defense Contract Agency Audit (DCAA)]	-

	Has the applicant entity undergone any of the following types of audit(s) (Please check all that apply): [Other Audit]	-
	Other Audit Agency (list type of audit)	-
	Has the applicant entity undergone any of the following types of audit(s) (Please check all that apply): [None]	-
11.	Most Recent Audit Report Issued:	Within the last 12 months
	Name of Audit Agency/Firm:	Elliott Davis, PLLC
12.	On the most recent audit, what was the auditor's opinion?	Unqualified Opinion
	Enter the number of findings (if none, enter "0"):	2
	Enter the dollar amount of questioned costs (if none, enter "$0"):	$0.00
	Were material weaknesses noted in the report or opinion?	No
13.	Which of the following best describes the applicant entity's accounting system:	Combination
14.	Does the applicant entity's accounting system have the capability to identify the receipt and expenditure of award funds separately seperately for each Federal award?	Yes
15.	Does the applicant entity's accounting system have the capability to record expenditures for each Federal award by the budget cost categories shown in the approved budget?	Yes
16.	Does the applicant entity's accounting system have the capability to record cost sharing ("match") seperately for each Federal award, and maintain documentation to support recorded match or cost share?	Yes
17.	Does the applicant entity's accounting system have the capability to accurately track employee actual time spent performing work for each federal award, and to accurately allocate charges for employee salaries and wages for each federal award, and maintain records to support the actual time spent and specific allocation of charges associated with each applicant employee?	Yes
18.	Does the applicant entity's accounting system include budgetary controls to preclude the applicant entity from incurring obligations or costs that exceed the amount of funds available under a federal award (the total amount of the award, as well as the amount available in each budget cost category)?	Yes
19.	Is applicant entity familiar with the "cost principles" that apply to recent and future federal awards, including the general and specific principles set out in 2 C.F.R. Part 200?	Yes
20.	Does the applicant entity's property management system(s) maintain the following information on property purchased with federal award funds (1) a description of the property; (2) an identification number; (3) the source of funding for the property, including the award number; (4) where holds title; (5) acquisition date; (6) acquisition cost; (7) federal share of the acquisition cost; (8) location and condition of the property; (9) ultimate disposition information?	Yes
21.	Does the applicant entity maintain written policies and procedures for procurement transaction that - (1) are designed to avoid unnecessary or duplicative purchases; (2) provide for analysis of lease versus purchase	Yes

	alternatives; (3) set out a process for soliciting goods and services, and (4) include standards of conduct that address conflicts of interest?	
22. a)	Are the applicant entity's procurement policies and procedures designed to ensure that procurements are conducted in a manner that provides full and open competition to the extent practicable, and to avoid practices that restrict competition?	Yes
22. b)	Does the applicant entity's procurement policies and procedures require documentation of the history of a procurement, including the rationale for the method of procurement, selection of contract type, selection or rejection of contractors, and basis for the contract price?	Yes
23.	Does the applicant entity have written policies and procedures designed to prevent the applicant entity from entering into a procurement contract under a federal award with any entity or individual that is suspended or debarred from such contracts, including provisions for checking the "Excluded Parties List" system (www.sam.gov) for suspended or debarred sub-grantees and contractors, prior to award?	Yes
24. (a)	Does the applicant entity maintain a standard travel policy?	Yes
24. (b)	Does the applicant entity adhere to the Federal Travel Regulation (FTR)?	No
25.	Does the applicant entity have written policies, procedures, and/or guidance designed to ensure that any subawards made by the applicant entity under a federal award - (1) clearly document applicable federal requirements, (2) are appropriately monitored by the applicant, and (3) comply with the requirements in 2 CFR Part 200 (see 2 CFR 200.331)?	N/A
26.	Is the applicant entity aware of the differences between subawards under federal awards and procurement contracts under federal awards, including the different roles and responsibilities associated with each?	N/A
27.	Does the applicant entity have written policies and procedures designed to prevent the applicant entity from making a subaward under a federal award to any entity or individual that is suspended or debarred from such subawards?	N/A
28.	Is the applicant entity designated ?high risk? by a federal grant-making agency outside of DOJ? (High risk includes any status under which a federal awarding agency provides additional oversight due to the applicant's past performance, or other programmatic or financial concerns with the applicant.)	No
(a)	Name(s) of the federal awarding agency:	-
(b)	Date(s) the agency notified the applicant entity of the "high risk" designation:	-
(c)	Contact information for the "high risk" point of contact at the federal agency:	-
	Phone:	-
	Email:	-
(d)	Reason for "high risk" status, as set out by the federal agency:	-
Cert.	Name:	Shannon Moore

	Date:	08-22-2018
	Title:	Other
	Other:	Finance Director
	Phone:	7042168026

Close this window

Program Narrative

BJA FY 2018 Edward Byrne Memorial Justice Assistance Grant Program Local Solicitation

Project Title: 2018 Public Safety and Crime Data Analysis Grant

Implementing Agencies: Salisbury Police Department and Rowan County Sheriff's Office

A. Statement of the Problem:

Salisbury Police Department

The Salisbury Police Department would like to use these funds to assist with three public safety needs. The first need is to improve public safety and the administration of justice through research, evaluation, data, and technology. Effective and informed policing is vital to the safety of individuals and well-being of our community. Law enforcement officers constantly confront many of society's most difficult challenges and must be vigilant, fair, and equitable. Improving police-community relations can be achieved through the improved use of data, evaluation of existing police practices, and use of new innovative practices. One way to advance crime-fighting techniques is through the use of crime data analytics software tools. Crime data analytics software plays a key role in helping law enforcement agencies successfully forecast criminal activities and deploy resources effectively in line with community expectations, while decreasing crime and improving public safety. Salisbury Police Department is also in need of simunition training aids for hands-on experience with weapons and scenario-based training. The third public safety need that this grant will address is the need to outfit our new crime scene vehicle equipment. This vehicle is being purchased through asset forfeiture funds but we would like to use JAG grant funds to assist with the evidence supplies needed for the vehicle.

Rowan County Sheriff's Office

Rowan County Sheriff's Office is in need of a trained dual purpose K-9 that would be certified in crowd control, tracking, evidence search, and narcotics search, as well as a K-9 deployment device and K-9 equipment. K-9's are critical in helping to prevent crime and keeping communities safe, and they add tremendous value to police departments in police work. The K-9 being requested is critical for officer protection and investigations involving missing persons, suspect tracking, drug detection, and article searches, as well as K-9 demonstrations. In addition to fighting crime, K-9's are also important in strengthening the relationship between law enforcement agencies and the community. K-9's encourage better relations with law enforcement through community outreach in all parts of society, from schools to assisted living facilities.

B. Project Design and Implementation:

Salisbury Police Department

Salisbury Police Department would like to purchase RTI International Crime Data Analytics Software Tool, Glock pistols and marker rounds for simunition training, and supplies for our new evidence truck.

Rowan County Sheriff's Office

Rowan County Sheriff's Office plans to purchase a new trained K-9, which includes the Handler going to a four week Handler School that covers lodging, the K-9 Certification to National Standards, course materials, In-service Training and Annual Re-certification for the life and ownership of the dog. With the purchase of the K-9, the deployment device, and K-9 equipment will need to be purchased as well.

C. Capabilities and Competencies

Salisbury Police Department

The data analytics software will aid in thwarting criminal activity by more precisely targeting investigations, deploying personnel and allocating limited resources, and ensuring the safety of the officers. The simunition training aids will provide hands-on experience for weapons training and scenario-based training. The evidence supplies for our new evidence vehicle are needed to help deliver high-quality evidence collection at crime scenes.

Rowan County Sheriff's Office

K-9 use by the Rowan County Sheriff's Office can provide assistance to other local law enforcement agencies in the areas of searching for missing persons, suspect tracking, drug detection and investigations, article searches, and officer protection.

D. Plan for Collecting the Data Required for Solicitation's Performance Measures

Salisbury Police Department

Salisbury Police Department will provide data that measures the results of the work done under this solicitation. We will collect all relevant information and provide it to the BJA. Additional information may be collected to ensure an effective program evaluation. The information will be collected and supported by relevant documentation such as purchasing documents, training records, budget documents, etc. Citizen complaint information is currently collected. The training information that is already collected for other training activity will be done for this project as well. The information collected will be used to assess the project's effectiveness in meeting the established goals. We also currently conduct a bi-annual citizen survey that can be used as documentation. The success of the project will be measured through crime analysis data, training results, and efficiency of evidence collection. Evaluation of the program will take place continuously throughout its implementation at the direction of the Chief of Police or other agency heads, and lead prosecutors. Evaluation will also take place during the follow-up training sessions.

Rowan County Sheriff's Office

Rowan County Sheriff's Office will provide data that measures the results of the work done under this solicitation. We will collect all relevant information and provide it to the BJA. Additional information may be collected to ensure an effective program evaluation. The information will be collected and

supported by relevant documentation such as purchasing documents, training records, budget documents, etc. The information collected will be used to assess the project's effectiveness in meeting the established goals.

Project Abstract

BJA FY 2018 Edward Byrne Memorial Justice Assistance Grant Program Local Solicitation

Project Title: 2018 Public Safety and Crime Data Analysis Grant

Implementing Agencies: Salisbury Police Department and Rowan County Sheriff's Office

The City of Salisbury is located in Rowan County in North Carolina. The law enforcement authority for Salisbury is the Salisbury Police Department (SPD) and the law enforcement authority for Rowan County is the Rowan County Sheriff's Office (RCSO). SPD and RCSO is applying for the BJA FY 2018 Edward Byrne Memorial Justice Assistance Grant to assist with critical funding needs to support programs in the area of law enforcement, and specifically with needs for technology improvements and law enforcement. USDOJ grant application # 2018-H4088-NC-DJ is submitted to improve and enhance the law enforcement in Rowan County and the City of Salisbury in the program-specific areas of law enforcement, prevention and education, and technology improvement programs. Under this request, planned purchases are for data analytics software, simunition training aids, and supplies needed for a newly added evidence vehicle. Also under this request, a trained K-9 along with the necessary equipment and training is planned for the Rowan County Sheriff's Office. The items being requested support the JAG funding purpose areas of law enforcement, prevention and education, and technology improvement programs.

Project Goals

This funding request will improve and enhance law enforcement in Salisbury by contributing to improving police-community relations and crime-fighting techniques with purchase of data analytics software, assist with hands-on weapons and scenario-based training with the purchase of simunition training aids, and outfitting our new evidence truck with evidence supplies. The goal of this project is to provide resources needed to improve public safety and the administration of justice. This funding request will also allow the Rowan County Sheriff's Office to purchase a trained dual purpose K-9 that will be certified in crowd control, tracking, evidence search, and narcotics search, and also purchase the necessary equipment that goes along with a K-9 officer. This project will help prevent crime, keep the community safe, and strengthen the relationship between law enforcement and the community they are protecting.

SALISBURY POLICE DEPARTMENT

An Internationally Accredited Law Enforcement Agency

Applicant Disclosure of Pending Applications

2018 Edward Byrne Memorial Assistance Grant (JAG) Program

The Salisbury Police Department of the City of Salisbury does not have (and is not proposed as a subrecipient under) any pending applications submitted within the last 12 months for federally funded grants or cooperative agreements (or for subawards under federal grants or agreements) that request funding to support the same project being proposed in this application to OJP and that would cover identical cost items outlined in the budget submitted as part of this application.

Renee Pierson
Management Analyst

Salisbury Police Department

City of Salisbury || 130 E. Liberty St., Salisbury, NC 28144
Office: (704) 638-5387 || Fax: (704) 638-8544
rpier@salisburync.gov || www.salisburync.gov

ROWAN COUNTY SHERIFF'S OFFICE
KEVIN L. AUTEN, SHERIFF

232 NORTH MAIN STREET, SALISBURY, NORTH CAROLINA 28144
TELEPHONE: 704-216-8700 FAX: 704-216-8674

August 22, 2018

TO WHOM IT MAY CONCERN:

Applicant Disclosure of Pending Applications:

2018 Edward Byrne Memorial Assistance Grant (JAG) Program
The Rowan County Sheriff's Office does not have any pending applications submitted within the last 12 months for Federally funded grants or sub-grants (including cooperative agreements) that include requests for funding to support the same project being proposed under this solicitation, and will cover the identical cost items outlined in the budget narrative and worksheets in the application under this solicitation.

Signed,

Capt. John C. Sifford

Captain John C. Sifford
Rowan County Sheriff's Office
Administrative & Support Services
232 N. Main St.
Salisbury, NC 28144
704-216-8668

Budget Detail Worksheet

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N (DOJ Financial Guide, Section 3.10)	

A. Personnel

Name	Position	Computation						
List each name, if known.	*List each position, if known.*	*Show annual salary rate & amount of time devoted to the project for each name/position.*						
		Salary	***Rate***	***Time Worked*** *(# of hours, days, months, years)*	***Percentage of Time***	***Total Cost***	***Non-Federal Contribution***	***Federal Request***
						$0		$0
					Total(s)	**$0**	**$0**	**$0**

Narrative

B. Fringe Benefits

Name *List each grant-supported position receiving fringe benefits.*	Computation *Show the basis for computation.*				
	Base	***Rate***	***Total Cost***	***Non-Federal Contribution***	***Federal Request***
			$0		$0
		Total(s)	**$0**	**$0**	**$0**

Narrative

C Travel										
Purpose of Travel *Indicate the purpose of each trip or type of trip (training, advisory group meeting)*	**Location** *Indicate the travel destination.*	**Type of Expense** *Lodging, Meals, Etc.*	**Basis** *Per day, mile, trip, Etc.*	**Computation** *Compute the cost of each type of expense X the number of people traveling.*						
				Cost	***Quantity***	***# of Staff***	***# of Trips***	***Total Cost***	***Non-Federal Contribution***	***Federal Request***
			N/A					$0		$0
							Total(s)	**$0**	**$0**	**$0**

Narrative

D. Equipment					
Item *List and describe each item of equipment that will be purchased*	**Computation** *Compute the cost (e.g., the number of each item to be purchased X the cost per item)*				
	# of Items	***Unit Cost***	***Total Cost***	***Non-Federal Contribution***	***Federal Request***
RTI International Crime Data Analytics Software Tool	1	$15,000.00	$15,000		$15,000
Glock Pistols for Simunitions	8	$400.00	$3,200		$3,200
Force on Force Marker Rounds Ammunition	35	$37.13	$1,300		$1,300
Laptop with docking station for evidence vehicle	1	$2,000.00	$2,000		$2,000
Air cards for 6 months for evidence vehicle laptop	6	$40.00	$240		$240
Various evidence supplies such as gloves, evidence kits, fingerprinting materials, etc. A full list can be provided.	1	$3,996.00	$3,996		$3,996
Trained dual purpose K-9 to include dog, handler school, lodging and certifications	1	$11,800.00	$11,800		$11,800
K-9 deployment device with heat alarm and pager	1	$1,200.00	$1,200		$1,200
K-9 equipment for use during the training and deployment of the dog	1	$1,778.00	$1,778		$1,778
			$0		$0
		Total(s)	**$40,514**	**$0**	**$40,514**
Narrative					

Purpose Area #4

The Salisbury Police Department (SPD) proposes to utilize the Edward Byrne Memorial Justice Assistance Grant (JAG) 2018 funding to assist in the area of technology improvement program and law enforcement program. Rowan County Sheriff's Office proposes to utilize 2018 JAG funding in the area of law enforcement programs. The Salisbury Police Department is requesting funds to purchase data analytics software, simunition aids, and supplies for our new evidence vehicle. The data analytics software will aid in thwarting criminal activity by more precisely targeting investigations, deploying personnel and allocating limited resources, and ensuring the safety of the officers. The software we plan to purchase is RTI International Crime Data Analytics Software Tool at a cost of $15,000. The simunition training aids in our request includes eight (8) Glock pistols costing $400 each for a total of $3200, and thirty-five (35) cases of Force on Force Marker Rounds ammunition at $37.13 per case for a total of $1300. The supplies we are requesting for the new evidence vehicle include a laptop computer with docking station at a cost of $2000, six months of air card service at $40 per month for a total of $240, various evidence supplies such as gloves, evidence kits, fingerprinting materials, etc. at a cost of $3996 (a complete list of items can be provided). Rowan County Sheriff's Office (RCSO) is planning to purchase a trained dual purpose K-9 to include dog, an intensive four week handler school, lodging for the new handler, and the K-9 Certification to National Standards, course materials, in-service training, and annual recertification for the life and ownership of the dog, at a cost of $11,800. RCSO also plans to purchase a K-9 deployment device with a heat alarm and pager for $1200, and K-9 equipment for use during training and deployment of the dog, including a nylon dog collar, duty harness, 30 foot tracking lead, K-9 patrol kit, pet mate wire kennel, buddy bowel water dish, RAM agitation muzzle, hidden bite sleeve, and leather agitation lead for a total cost of $1778.

E. Supplies

Supply Items	Computation				
Provide a list of the types of items to be purchased with grant funds.	*Describe the item and the compute the costs. Computation: The number of each item to be purchased X the cost per item.*				
	# of Items	***Unit Cost***	***Total Cost***	***Non-Federal Contribution***	***Federal Request***
			$0		$0
		Total(s)	**$0**	**$0**	**$0**

Narrative

F. Construction						
Purpose *Provide the purpose of the construction*	**Description of Work** *Describe the construction project(s)*	**Computation** *Compute the costs (e.g., the number of each item to be purchased X the cost per item)*				
		# of Items	***Cost***	***Total Cost***	***Non-Federal Contribution***	***Federal Request***
				$0		$0
			Total(s)	**$0**	**$0**	**$0**
Narrative						

G. Subawards (Subgrants)

Description	Purpose	Consultant?			
Provide a description of the activities to be carried out by subrecipients.	*Describe the purpose of the subaward (subgrant)*	*Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.*			
			Total Cost	***Non-Federal Contribution***	***Federal Request***
					$0
		Total(s)	**$0**	**$0**	**$0**

Consultant Travel (if necessary)

Purpose of Travel	Location	Type of Expense	Computation					
Indicate the purpose of each trip or type of trip (training, advisory group meeting)	*Indicate the travel destination.*	*Hotel, airfare, per diem*	*Compute the cost of each type of expense X the number of people traveling.*					
			Cost	***Duration or Distance***	***# of Staff***	***Total Cost***	***Non-Federal Contribution***	***Federal Request***
						$0		$0
					Total	$0	$0	$0

Narrative

H. Procurement Contracts

Description	Purpose	Consultant?

Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently $150,000).	*Describe the purpose of the contract*	*Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.*			
			Total Cost	***Non-Federal Contribution***	***Federal Request***
					$0
		Total(s)	**$0**	**$0**	**$0**

Consultant Travel (if necessary)

Purpose of Travel *Indicate the purpose of each trip or type of trip (training, advisory group meeting)*	**Location** *Indicate the travel destination.*	**Type of Expense** *Hotel, airfare, per diem*	**Computation** *Compute the cost of each type of expense X the number of people traveling.*					
			Cost	***Duration or Distance***	***# of Staff***	***Total Cost***	***Non-Federal Contribution***	***Federal Request***
						$0		$0
					Total	$0	$0	$0

Narrative

I. Other Costs

Description	**Computation**

Purpose Area #4

List and describe items that will be paid with grants funds (e.g. rent, reproduction, telephone, janitorial, or security services, and investigative or confidential funds).	*Show the basis for computation*						
	Quantity	***Basis***	***Cost***	***Length of Time***	***Total Cost***	***Non-Federal Contribution***	***Federal Request***
					$0		$0
				Total(s)	**$0**	**$0**	**$0**

Narrative

J. Indirect Costs

Description *Describe what the approved rate is and how it is applied.*	Computation *Compute the indirect costs for those portions of the program which allow such costs.*				
	Base	***Indirect Cost Rate***	***Total Cost***	***Non-Federal Contribution***	***Federal Request***
			$0		$0
		Total(s)	**$0**	**$0**	**$0**

Narrative

GMS APPLICATION NUMBER 2018-H4088-NC-DJ

THE STATE OF NORTH CAROLINA

KNOW ALL BY THESE PRESENT

CITY OF SALISBURY

INTERLOCAL AGREEMENT BETWEEN THE CITY OF SALISBURY, NORTH CAROLINA AND ROWAN COUNTY, NORTH CAROLINA

2018 BYRNE JUSTICE ASSISTANCE GRANT (JAG) PROGRAM AWARD

This Agreement is made and entered into the 10th day of October, 2018, by and between the CITY of Salisbury, acting by and through its governing body, the City Council, hereinafter referred to as CITY, and the COUNTY of Rowan, acting by and through its governing body, the Board of Commissioners, hereinafter referred to as COUNTY, both of Rowan County, State of North Carolina, witnesseth:

WHEREAS, each governing body, in performing governmental functions or in paying for the performance of governmental functions hereunder, shall make that performance or those payments from current revenues legally available to that party; and

WHEREAS, each governing body finds that the performance of the Agreement is in the best interests of both parties, that the undertaking will benefit the public, and that the division of costs fairly compensates the performing party for the services or functions under this agreement; and

WHEREAS, the Bureau of Justice Assistance has awarded a grant in the amount of $40,514 and allocated $25,736 to the CITY and $14,778 to the COUNTY from the JAG award for the grant Program; and

NOW THEREFORE, the COUNTY and CITY agree as follows:

Section 1.

CITY agrees to pay COUNTY a total of $14,778 of JAG Funds.

Section 2.

CITY agrees to use $25,736 for the "2018 Public Safety and Crime Data Analysis Grant" JAG grant until September 30, 2021.

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Section 3.

Each party to this agreement will be responsible for its own actions in providing services under this agreement and shall not be liable for any civil liability that may arise from the furnishing of the services by the other party.

Section 4.

As fiscal agent for the JAG grant, the CITY will submit quarterly financial reports and an annual performance report to the Bureau of Justice Assistance. The COUNTY will provide the CITY with information related to the COUNTY's grant expenditures for the CITY's use in preparing the required reports.

Section 5.

The CITY will establish and maintain a trust fund for the JAG funds. Interest earned by the trust fund will be allocated between the CITY and COUNTY.

Section 6.

The parties to this Agreement do not intend for any third party to obtain a right by virtue of this Agreement.

Section 7.

By entering into this Agreement, the parties do not intend to create any obligations expressed or implied other than those set out herein; further this Agreement shall not create any rights in any party not a signatory hereto.

COUNTY OF ROWAN, NC

_____
County Manager

CITY OF SALISBURY, NC

_____
City Manager

ATTEST: APPROVED AS TO FORM:

_____
County Clerk

Diane Gilmore
_____
City Clerk

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

State or Local Government: FY 2018 Certification of Compliance With 8 U.S.C. §§ 1373 & 1644

On behalf of the applicant government entity named below, and in support of its application, I certify to the Office of Justice Programs ("OJP"), U.S. Department of Justice ("USDOJ"), that all of the following are true and correct:

(1) I am the chief legal officer of the State or local government of which the applicant entity named below is a part ("the jurisdiction"), and I have the authority to make this certification on behalf of the jurisdiction and the applicant entity (that is, the entity applying directly to OJP). I understand that OJP will rely upon this certification as a material representation in any decision to make an award to the applicant entity.

(2) I have carefully reviewed 8 U.S.C. §§ 1373(a) & (b), and 1644, including the prohibitions on certain actions by State and local government entities, -agencies, and -officials regarding information regarding citizenship and immigration status. I also have reviewed the provisions set out at (or referenced in) 8 U.S.C. § 1551 note ("Abolition ... and Transfer of Functions"), pursuant to which references to the "Immigration and Naturalization Service" in 8 U.S.C. §§ 1373 & 1644 are to be read, as a legal matter, as references to particular components of the U.S. Department of Homeland Security.

(3) I (and also the applicant entity) understand that the U.S. Department of Justice will require States and local governments (and agencies or other entities thereof) to comply with 8 U.S.C. §§ 1373 & 1644, with respect to any "program or activity" funded in whole or in part with the federal financial assistance provided through the FY 2018 OJP program under which this certification is being submitted (the "FY 2018 OJP Program" identified below), specifically including any such "program or activity" of a governmental entity or -agency that is a subrecipient (at any tier) of funds under the FY 2018 OJP Program.

(4) I (and also the applicant entity) understand that, for purposes of this certification, "program or activity" means what it means under title VI of the Civil Rights Act of 1964 (*see* 42 U.S.C. § 2000d-4a), and that terms used in this certification that are defined in 8 U.S.C. § 1101 mean what they mean under that section 1101, except that the term "State" also shall include American Samoa (*cf.* 34 U.S.C. § 10251(a)(2)). Also, I understand that, for purposes of this certification, neither a "public" institution of higher education (*i.e.*, one that is owned, controlled, or directly funded by a State or local government) nor an Indian tribe is considered a State or local government entity or -agency.

(5) I have conducted (or caused to be conducted for me) a diligent inquiry and review concerning the following (which, for the specific purpose of paragraph 5, shall not be understood to include any "program or activity" of any subrecipient at any tier):

(a) the "program or activity" to be funded (in whole or in part) with the federal financial assistance sought by the applicant entity under this FY 2018 OJP Program; and

(b) any prohibitions or restrictions potentially applicable to the "program or activity" sought to be funded under the FY 2018 OJP Program that deal with sending to, requesting or receiving from, maintaining, or exchanging information of the types described in 8 U.S.C. §§ 1373(a) & (b), and 1644, whether imposed by a State or local government entity, -agency, or-official.

(6) As of the date of this certification, neither the jurisdiction nor any entity, agency, or official of the jurisdiction has in effect, purports to have in effect, or is subject to or bound by, any prohibition or any restriction that would apply to the "program or activity" to be funded in whole or in part under the FY 2018 OJP Program (which, for the specific purpose of this paragraph 6, shall not be understood to include any such "program or activity" of any subrecipient at any tier), and that deals with either— (1) a government entity or -official sending or receiving information regarding citizenship or immigration status as described in 8 U.S.C. §§ 1373(a) & 1644; or (2) a government entity or -agency sending to, requesting or receiving from, maintaining, or exchanging information of the types (and with respect to the entities) described in 8 U.S.C. § 1373(b).

Signature of Chief Legal Officer of the Jurisdiction

John W. Dees, II
Printed Name of Chief Legal Officer

October 30, 2018
Date of Certification

Attorney for Rowan County
Title of Chief Legal Officer of the Jurisdiction

Name of Applicant Government Entity (*i.e.*, the applicant to the FY 2018 OJP Program identified below)

FY 2018 OJP Program: **Byrne Justice Assistance Grant (JAG) Program: Local**

U.S. Department of Justice
Office of Justice Programs

Edward Byrne Justice Assistance Grant Program FY 2018 Local Solicitation

Certifications and Assurances by the Chief Executive of the Applicant Government

On behalf of the applicant unit of local government named below, in support of that locality's application for an award under the FY 2018 Edward Byrne Justice Assistance Grant ("JAG") Program, and further to 34 U.S.C. § 10153(a), I certify to the Office of Justice Programs ("OJP"), U.S. Department of Justice ("USDOJ"), that all of the following are true and correct:

1. I am the chief executive of the applicant unit of local government named below, and I have the authority to make the following representations on my own behalf as chief executive and on behalf of the applicant unit of local government. I understand that these representations will be relied upon as material in any OJP decision to make an award, under the application described above, to the applicant unit of local government.

2. I certify that no federal funds made available by the award (if any) that OJP makes based on the application described above will be used to supplant local funds, but will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for law enforcement activities.

3. I assure that the application described above (and any amendment to that application) was submitted for review to the governing body of the unit of local government (*e.g.*, city council or county commission), or to an organization designated by that governing body, not less than 30 days before the date of this certification.

4. I assure that, before the date of this certification— (a) the application described above (and any amendment to that application) was made public; and (b) an opportunity to comment on that application (or amendment) was provided to citizens and to neighborhood or community-based organizations, to the extent applicable law or established procedure made such an opportunity available.

5. I assure that, for each fiscal year of the award (if any) that OJP makes based on the application described above, the applicant unit of local government will maintain and report such data, records, and information (programmatic and financial), as OJP may reasonably require.

6. I have carefully reviewed 34 U.S.C. § 10153(a)(5), and, with respect to the programs to be funded by the award (if any), I hereby make the certification required by section 10153(a)(5), as to each of the items specified therein.

7. I have examined the certification entitled "State or Local Government: FY 2018 Certification of Compliance with 8 U.S.C. §§ 1373 & 1644" executed by the chief legal officer of the applicant government with respect to the FY 2018 JAG program and submitted in support of the application described above, and I certify that I have no reason to believe that certification to be false or otherwise incorrect. (This provision is not applicable to Indian tribal government applicants.)

8. I have examined the certification entitled "State or Local Government: FY 2018 Certification Relating to 8 U.S.C. §§ 1226(a) & (c), 1231(a), 1324(a), 1357(a), & 1366(1) & (3)" executed by the chief legal officer of the applicant government with respect to the FY 2018 JAG program and submitted in support of the application described above, and I certify that I have no reason to believe that certification to be false or otherwise incorrect. (This provision is not applicable to Indian tribal government applicants.)

Signature of Chief Executive of the Applicant Unit of Local Government	Date of Certification
Printed Name of Chief Executive	Title of Chief Executive

Name of Applicant Unit of Local Government

U.S. Department of Justice

Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

October 1, 2018

Mr. W. Lane Bailey
City of Salisbury
132 North Main Street
P.O. Box 479
Salisbury, NC 28144-5039

Dear Mr. Bailey:

On behalf of Attorney General Jefferson Sessions III, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the FY 18 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation in the amount of $40,514 for City of Salisbury.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Ludmila Hago, Program Manager at (202) 598-9104; and

- Financial Questions, the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at ask.ocfo@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

Matt Dummermuth

Matt Dummermuth
Principal Deputy Assistant Attorney General

Enclosures

OFFICE FOR CIVIL RIGHTS

Office of Justice Programs

U.S. Department of Justice

810 7th Street, NW
Washington, DC 20531

Tel: (202) 307-0690
TTY: (202) 307-2027
E-mail: askOCR@usdoj.gov
Website: www.ojp.usdoj.gov/ocr

OCR Letter to All Recipients

October 1, 2018

Mr. W. Lane Bailey
City of Salisbury
132 North Main Street
P.O. Box 479
Salisbury, NC 28144-5039

Dear Mr. Bailey:

Congratulations on your recent award. In establishing financial assistance programs, Congress linked the receipt of federal funding to compliance with federal civil rights laws. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) is responsible for ensuring that recipients of financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) comply with the applicable federal civil rights laws. We at the OCR are available to help you and your organization meet the civil rights requirements that come with DOJ funding.

Ensuring Access to Federally Assisted Programs

Federal laws that apply to recipients of financial assistance from the DOJ prohibit discrimination on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in employment but also in the delivery of services or benefits. A federal law also prohibits recipients from discriminating on the basis of age in the delivery of services or benefits.

In March of 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013. The statute amends the Violence Against Women Act of 1994 (VAWA) by including a nondiscrimination grant condition that prohibits discrimination based on actual or perceived race, color, national origin, religion, sex, disability, sexual orientation, or gender identity. The new nondiscrimination grant condition applies to certain programs funded after October 1, 2013. The OCR and the OVW have developed answers to some frequently asked questions about this provision to assist recipients of VAWA funds to understand their obligations. The Frequently Asked Questions are available at https://ojp.gov/about/ocr/vawafaqs.htm.

Enforcing Civil Rights Laws

All recipients of federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, are subject to prohibitions against unlawful discrimination. Accordingly, the OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, the OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that their employment practices meet equal opportunity standards.

Providing Services to Limited English Proficiency (LEP) Individuals

In accordance with DOJ guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). See U.S. Department of Justice, Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 67 Fed. Reg. 41,455 (2002). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website https://www.lep.gov.

Ensuring Equal Treatment of Faith-Based Organizations and Safeguarding Constitutional Protections Related to Religion

The DOJ regulation, Partnerships with Faith-Based and Other Neighborhood Organizations, 28 C.F.R. pt. 38, updated in April 2016, prohibits all recipient organizations, whether they are law enforcement agencies, governmental agencies, educational institutions, houses of worship, or faith-based organizations, from using financial assistance from the DOJ to fund explicitly religious activities. Explicitly religious activities include worship, religious instruction, or proselytization. While funded organizations may engage in non-funded explicitly religious activities (e.g., prayer), they must hold them separately from the activities funded by the DOJ, and recipients cannot compel beneficiaries to participate in them. The regulation also makes clear that organizations participating in programs funded by the DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion, religious belief, a refusal to hold a religious belief, or a refusal to attend or participate in a religious practice. Funded faith-based organizations must also provide written notice to beneficiaries, advising them that if they should object to the religious character of the funded faith based organization, the funded faith-based organization will take reasonable steps to refer the beneficiary to an alternative service provider. For more information on the regulation, please see the OCR's website at https://ojp.gov/about/ocr/partnerships.htm.

SAAs and faith-based organizations should also note that the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, as amended, 34 U.S.C. § 10228(c); the Victims of Crime Act of 1984, as amended, 34 U.S.C. § 20110(e); the Juvenile Justice and Delinquency Prevention Act of 1974, as amended, 34 U.S.C. § 11182(b); and VAWA, as amended,
34 U.S.C. § 12291(b)(13), contain prohibitions against discrimination on the basis of religion in employment. Despite these nondiscrimination provisions, the DOJ has concluded that it may construe the Religious Freedom Restoration Act (RFRA) on a case-by-case basis to permit some faith-based organizations to receive DOJ funds while taking into account religion when hiring staff, even if the statute that authorizes the funding program generally forbids recipients from considering religion in employment decisions. Please consult with the OCR if you have any questions about the regulation or the application of RFRA to the statutes that prohibit discrimination in employment.

Using Arrest and Conviction Records in Making Employment Decisions

The OCR issued an advisory document for recipients on the proper use of arrest and conviction records in making hiring decisions. See Advisory for Recipients of Financial Assistance from the U.S. Department of Justice on the U.S. Equal Employment Opportunity Commission's Enforcement Guidance: *Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964 (June 2013)*, available at https://ojp.gov/about/ocr/pdfs/UseofConviction_Advisory.pdf. Recipients should be mindful that the misuse of arrest or conviction records to screen either applicants for employment or employees for retention or promotion may have a disparate impact based on race or national origin, resulting in unlawful employment discrimination. In light of the Advisory, recipients should consult local counsel in reviewing their employment practices. If warranted, recipients should also incorporate an analysis of the use of arrest and conviction records in their Equal Employment Opportunity Plans (EEOPs) (see below).

Complying with the Safe Streets Act

An organization that is a recipient of financial assistance subject to the nondiscrimination provisions of the Safe Streets Act, must meet two obligations: (1) complying with the federal regulation pertaining to the development of an EEOP (see 28 C.F.R. pt. 42, subpt. E) and (2) submitting to the OCR findings of discrimination (see 28 C.F.R. §§ 42.204(c), .205(c)(5)).

Meeting the EEOP Requirement

An EEOP is a comprehensive document that analyzes a recipient's relevant labor market data, as well as the recipient's employment practices, to identify possible barriers to the participation of women and minorities in all levels of a recipient's workforce. As a recipient of DOJ funding, you may be required to submit an EEOP Certification Report or an EEOP Utilization Report to the OCR. For more information on whether your organization is subject to the EEOP requirements, see https://ojp.gov/about/ocr/eeop.htm. Additionally, you may request technical assistance from an EEOP specialist at the OCR by telephone at (202) 616-1771 or by e-mail at EEOPforms@usdoj.gov.

Meeting the Requirement to Submit Findings of Discrimination

If in the three years prior to the date of the grant award, your organization has received an adverse finding of discrimination based on race, color, national origin, religion, or sex, after a due-process hearing, from a state or federal court or from a state or federal administrative agency, your organization must send a copy of the finding to the OCR.

Ensuring the Compliance of Subrecipients

SAAs must have standard assurances to notify subrecipients of their civil rights obligations, written procedures to address discrimination complaints filed against subrecipients, methods to monitor subrecipients' compliance with civil rights requirements, and a program to train subrecipients on applicable civil rights laws. In addition, SAAs must submit to the OCR every three years written Methods of Administration (MOA) that summarize the policies and procedures that they have implemented to ensure the civil rights compliance of subrecipients. For more information on the MOA requirement, see https://ojp.gov/funding/Explore/StateMethodsAdmin-FY2017update.htm.

If the OCR can assist you in any way in fulfilling your organization's civil rights responsibilities as a recipient of federal financial assistance, please contact us.

Sincerely,

Michael L. Alston
Director

cc: Grant Manager
Financial Analyst

U.S. Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

Grant

1. RECIPIENT NAME AND ADDRESS (Including Zip Code)
City of Salisbury
132 North Main Street P.O. Box 479
Salisbury, NC 28144-5039

4. AWARD NUMBER: 2018-DJ-BX-0391

5. PROJECT PERIOD: FROM 10/01/2017 TO 09/30/2021
BUDGET PERIOD: FROM 10/01/2017 TO 09/30/2021

6. AWARD DATE 10/01/2018

7. ACTION
Initial

2a. GRANTEE IRS/VENDOR NO.
566000237

8. SUPPLEMENT NUMBER
00

2b. GRANTEE DUNS NO.
074517020

9. PREVIOUS AWARD AMOUNT $ 0

3. PROJECT TITLE
2018 Public Safety and Crime Data Analysis Grant

10. AMOUNT OF THIS AWARD $ 40,514

11. TOTAL AWARD $ 40,514

12. SPECIAL CONDITIONS

THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).

13. STATUTORY AUTHORITY FOR GRANT

This project is supported under FY18(BJA - JAG State & JAG Local) Title I of Pub. L. No. 90-351 (generally codified at 34 U.S.C. 10101 - 10726), including subpart I of part E (codified at 34 U.S.C. 10151 - 10158); see also 28 U.S.C. 530C(a)

14 . CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number)

16.738 - Edward Byrne Memorial Justice Assistance Grant Program

15. METHOD OF PAYMENT

GPRS

[redacted] AGENCY APPROVAL [redacted]

16. TYPED NAME AND TITLE OF APPROVING OFFICIAL

Matt Dummermuth
Principal Deputy Assistant Attorney General

17. SIGNATURE OF APPROVING OFFICIAL

Matt Dummermuth

[redacted] GRANTEE ACCEPTANCE [redacted]

18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL

W. Lane Bailey
City Manager

19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

19A. DATE

[redacted] AGENCY USE ONLY [redacted]

20. ACCOUNTING CLASSIFICATION CODES

FISCAL YEAR	FUND CODE	BUD. ACT.	OFC.	DIV. REG.	SUB.	POMS	AMOUNT
X	B	DJ	80	00	00		40514

21. TDJUGT1142

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)

SPECIAL CONDITIONS

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any certifications or assurances submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Failure to comply with any one or more of these award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or a certification or assurance related to conduct during the award period -- may result in the Office of Justice Programs ("OJP") taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. The Department of Justice ("DOJ"), including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2018 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2018 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2018 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at https://ojp.gov/funding/Part200UniformRequirements.htm.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

SPECIAL CONDITIONS

3. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at https://ojp.gov/financialguide/DOJ/index.htm), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

4. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

5. Required training for Point of Contact and all Financial Points of Contact

Both the Point of Contact (POC) and all Financial Points of Contact (FPOCs) for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2016, will satisfy this condition.

In the event that either the POC or an FPOC for this award changes during the period of performance, the new POC or FPOC must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after-- (1) the date of OJP's approval of the "Change Grantee Contact" GAN (in the case of a new POC), or (2) the date the POC enters information on the new FPOC in GMS (in the case of a new FPOC). Successful completion of such a training on or after January 1, 2016, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at https://www.ojp.gov/training/fmts.htm. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

6. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

SPECIAL CONDITIONS

7. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

8. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at https://www.sam.gov/. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at https://ojp.gov/funding/Explore/SAM.htm (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

9. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient)-- 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or 2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

10. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at https://ojp.gov/funding/Explore/SubawardAuthorization.htm (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

SPECIAL CONDITIONS

11. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed $150,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, $150,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed $150,000)), and are incorporated by reference here.

12. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

13. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

14. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

15. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm.

SPECIAL CONDITIONS

16. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

17. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

18. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

19. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

20. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of Federal Regulations (currently accessible at https://www.ecfr.gov/cgi-bin/ECFR?page=browse), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

SPECIAL CONDITIONS

21. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

22. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2018)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2018, are set out at https://ojp.gov/funding/Explore/FY18AppropriationsRestrictions.htm, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

23. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct

The recipient and any subrecipients ("subgrantees") must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by-- (1) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (2) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at https://oig.justice.gov/hotline.

SPECIAL CONDITIONS

24. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

SPECIAL CONDITIONS

25. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

26. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

27. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

28. Cooperating with OJP Monitoring

The recipient agrees to cooperate with OJP monitoring of this award pursuant to OJP's guidelines, protocols, and procedures, and to cooperate with OJP (including the grant manager for this award and the Office of Chief Financial Officer (OCFO)) requests related to such monitoring, including requests related to desk reviews and/or site visits. The recipient agrees to provide to OJP all documentation necessary for OJP to complete its monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by OJP for providing the requested documents. Failure to cooperate with OJP's monitoring activities may result in actions that affect the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to award funds; referral to the DOJ OIG for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

SPECIAL CONDITIONS

29. FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of $25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at https://ojp.gov/funding/Explore/FFATA.htm (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than $25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

30. Required monitoring of subawards

The recipient must monitor subawards under this award in accordance with all applicable statutes, regulations, award conditions, and the DOJ Grants Financial Guide, and must include the applicable conditions of this award in any subaward. Among other things, the recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of award funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.

31. Use of program income

Program income (as defined in the Part 200 Uniform Requirements) must be used in accordance with the provisions of the Part 200 Uniform Requirements. Program income earnings and expenditures both must be reported on the quarterly Federal Financial Report, SF 425.

32. Justice Information Sharing

Information sharing projects funded under this award must comply with DOJ's Global Justice Information Sharing Initiative (Global) guidelines. The recipient (and any subrecipient at any tier) must conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: https:// it.ojp.gov/ gsp_grantcondition. The recipient (and any subrecipient at any tier) must document planned approaches to information sharing and describe compliance with the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.

33. Avoidance of duplication of networks

To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the recipient can demonstrate to the satisfaction of BJA that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.

34. Compliance with 28 C.F.R. Part 23

With respect to any information technology system funded or supported by funds under this award, the recipient (and any subrecipient at any tier) must comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if OJP determines this regulation to be applicable. Should OJP determine 28 C.F.R. Part 23 to be applicable, OJP may, at its discretion, perform audits of the system, as per the regulation. Should any violation of 28 C.F.R. Part 23 occur, the recipient may be fined as per 34 U.S.C. 10231(c)-(d). The recipient may not satisfy such a fine with federal funds.

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35. Protection of human research subjects

The recipient (and any subrecipient at any tier) must comply with the requirements of 28 C.F.R. Part 46 and all OJP policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.

36. Confidentiality of data

The recipient (and any subrecipient at any tier) must comply with all confidentiality requirements of 34 U.S.C. 10231 and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. The recipient further agrees, as a condition of award approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, 28 C.F.R. 22.23.

37. Verification and updating of recipient contact information

The recipient must verify its Point of Contact(POC), Financial Point of Contact (FPOC), and Authorized Representative contact information in GMS, including telephone number and e-mail address. If any information is incorrect or has changed, a Grant Adjustment Notice (GAN) must be submitted via the Grants Management System (GMS) to document changes.

38. Law enforcement task forces - required training

Within 120 days of award acceptance, each current member of a law enforcement task force funded with award funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, must complete required online (internet-based) task force training. Additionally, all future task force members must complete this training once during the period of performance for this award, or once every four years if multiple OJP awards include this requirement.

The required training is available free of charge online through the BJA-funded Center for Task Force Integrity and Leadership (www.ctfli.org). The training addresses task force effectiveness, as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. If award funds are used to support a task force, the recipient must compile and maintain a task force personnel roster, along with course completion certificates.

Additional information regarding the training is available through BJA's web site and the Center for Task Force Integrity and Leadership (www.ctfli.org).

39. Justification of consultant rate

Approval of this award does not indicate approval of any consultant rate in excess of $650 per day. A detailed justification must be submitted to and approved by the OJP program office prior to obligation or expenditure of such funds.

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40. Submission of eligible records relevant to the National Instant Background Check System

Consonant with federal statutes that pertain to firearms and background checks -- including 18 U.S.C. 922 and 34 U.S.C. ch. 409 -- if the recipient (or any subrecipient at any tier) uses this award to fund (in whole or in part) a specific project or program (such as a law enforcement, prosecution, or court program) that results in any court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the National Instant Background Check System (NICS), or that has as one of its purposes the establishment or improvement of records systems that contain any court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the NICS, the recipient (or subrecipient, if applicable) must ensure that all such court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the NICS are promptly made available to the NICS or to the "State" repository/database that is electronically available to (and accessed by) the NICS, and -- when appropriate -- promptly must update, correct, modify, or remove such NICS-relevant "eligible records".

In the event of minor and transitory non-compliance, the recipient may submit evidence to demonstrate diligent monitoring of compliance with this condition (including subrecipient compliance). DOJ will give great weight to any such evidence in any express written determination regarding this condition.

41. Certification of Compliance with 8 U.S.C. 1373 and 1644 (within the funded "program or activity") required for valid award acceptance by a local government

In order validly to accept this award, the applicant local government must submit the required "State or Local Government: FY 2018 Certification of Compliance with 8 U.S.C. 1373 and 1644" (executed by the chief legal officer of the local government). Unless that executed certification either-- (1) is submitted to OJP together with the fully-executed award document, or (2) is uploaded in OJP's GMS no later than the day the signed award document is submitted to OJP, any submission by a local government that purports to accept the award is invalid.

If an initial award-acceptance submission by the recipient is invalid, once the local government does submit the necessary certification regarding 8 U.S.C. 1373 and 1644, it may submit a fully-executed award document executed by the local government on or after the date of that certification.

For purposes of this condition, "local government" does not include any Indian tribe.

SPECIAL CONDITIONS

42. Noninterference (within the funded "program or activity") with federal law enforcement: 8 U.S.C. 1373 and 1644; ongoing compliance

1. With respect to the "program or activity" funded in whole or part under this award (including any such program or activity of any subrecipient at any tier), throughout the period of performance, no State or local government entity, -agency, or -official may prohibit or in any way restrict-- (1) any government entity or -official from sending or receiving information regarding citizenship or immigration status as described in 8 U.S.C. 1373(a); or (2) a government entity or -agency from sending, requesting or receiving, maintaining, or exchanging information regarding immigration status as described in either 8 U.S.C. 1373(b) or 1644. Any prohibition (or restriction) that violates this condition is an "information-communication restriction" under this award.

2. Certifications from subrecipients. The recipient may not make a subaward to a State, a local government, or a "public" institution of higher education, unless it first obtains a certification of compliance with 8 U.S.C. 1373 and 1644, properly executed by the chief legal officer of the government or educational institution that would receive the subaward, using the appropriate form available at https://ojp.gov/funding/Explore/SampleCertifications-8USC1373.htm. Also, the recipient must require that no subrecipient (at any tier) may make a further subaward to a State, a local government, or a public institution of higher education, unless it first obtains a certification of compliance with 8 U.S.C. 1373 and 1644, properly executed by the chief legal officer of the government or institution that would receive the further subaward, using the appropriate OJP form.

3. The recipient's monitoring responsibilities include monitoring of subrecipient compliance with the requirements of this condition.

4. Allowable costs. Compliance with these requirements is an authorized and priority purpose of this award. To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) that the recipient, or any subrecipient at any tier that is a State, a local government, or a public institution of higher education, incurs to implement this condition.

5. Rules of Construction

A. For purposes of this condition:

(1) "State" and "local government" include any agency or other entity thereof, but not any institution of higher education or any Indian tribe.

(2) A "public" institution of higher education is defined as one that is owned, controlled, or directly funded (in whole or in substantial part) by a State or local government. (Such a public institution is considered to be a "government entity," and its officials to be "government officials.")

(3) "Program or activity" means what it means under title VI of the Civil Rights Act of 1964 (see 42 U.S.C. 2000d-4a).

(4) "Immigration status" means what it means under 8 U.S.C. 1373 and 8 U.S.C. 1644; and terms that are defined in 8 U.S.C. 1101 mean what they mean under that section 1101, except that "State" also includes American Samoa.

(5) Pursuant to the provisions set out at (or referenced in) 8 U.S.C. 1551 note ("Abolition ... and Transfer of Functions"), references to the "Immigration and Naturalization Service" in 8 U.S.C. 1373 and 1644 are to be read as references to particular components of the Department of Homeland Security (DHS).

B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, any State or local government, any public institution of higher education, or any other entity (or individual) to violate any federal law, including any applicable civil rights or nondiscrimination law.

IMPORTANT NOTE: Any questions about the meaning or scope of this condition should be directed to OJP, before

SPECIAL CONDITIONS

award acceptance.

43. Authority to obligate award funds contingent on noninterference (within the funded "program or activity") with federal law enforcement (8 U.S.C. 1373 and 1644); unallowable costs; notification

1. If the recipient is a "State," a local government, or a "public" institution of higher education:

A. The recipient may not obligate award funds if, at the time of the obligation, the "program or activity" of the recipient (or of any subrecipient at any tier that is a State, a local government, or a public institution of higher education) that is funded in whole or in part with award funds is subject to any "information-communication restriction."

B. In addition, with respect to any project costs it incurs "at risk," the recipient may not obligate award funds to reimburse itself if -- at the time it incurs such costs -- the program or activity of the recipient (or of any subrecipient at any tier that is a State, a local government, or a public institution of higher education) that would be reimbursed in whole or in part with award funds was subject to any information-communication restriction.

C. Any drawdown of award funds by the recipient shall be considered, for all purposes, to be a material representation by the recipient to OJP that, as of the date the recipient requests the drawdown, the recipient and each subrecipient (regardless of tier) that is a State, local government, or public institution of higher education, is in compliance with the award condition entitled "Noninterference (within the funded 'program or activity') with federal law enforcement: 8 U.S.C. 1373 and 1644 and ongoing compliance."

D. The recipient must promptly notify OJP (in writing) if the recipient, from its requisite monitoring of compliance with award conditions or otherwise, has credible evidence that indicates that the funded program or activity of the recipient, or of any subrecipient at any tier that is either a State or a local government or a public institution of higher education, may be subject to any information-communication restriction. In addition, any subaward (at any tier) to a subrecipient that is a State, a local government, or a public institution of higher education must require prompt notification to the entity that made the subaward, should the subrecipient have such credible evidence regarding an information-communication restriction.

2. Any subaward (at any tier) to a subrecipient that is a State, a local government, or a public institution of higher education must provide that the subrecipient may not obligate award funds if, at the time of the obligation, the program or activity of the subrecipient (or of any further such subrecipient at any tier) that is funded in whole or in part with award funds is subject to any information-communication restriction.

3. Absent an express written determination by DOJ to the contrary, based upon a finding by DOJ of compelling circumstances (e.g., a small amount of award funds obligated by the recipient at the time of a subrecipient's minor and transitory non-compliance, which was unknown to the recipient despite diligent monitoring), any obligations of award funds that, under this condition, may not be made shall be unallowable costs for purposes of this award. In making any such determination, DOJ will give great weight to evidence submitted by the recipient that demonstrates diligent monitoring of subrecipient compliance with the requirements set out in the "Noninterference ... 8 U.S.C. 1373 and 1644 and ongoing compliance" award condition.

4. Rules of Construction

A. For purposes of this condition "information-communication restriction" has the meaning set out in the "Noninterference ... 8 U.S.C. 1373 and 1644 and ongoing compliance" condition.

B. Both the "Rules of Construction" and the "Important Note" set out in the "Noninterference ... 8 U.S.C. 1373 and 1644 and ongoing compliance" condition are incorporated by reference as though set forth here in full.

U.S. Department of Justice

Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

October 1, 2018

Mr. W. Lane Bailey
City of Salisbury
132 North Main Street
P.O. Box 479
Salisbury, NC 28144-5039

Dear Mr. Bailey:

On behalf of Attorney General Jefferson Sessions III, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the FY 18 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation in the amount of $40,514 for City of Salisbury.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Ludmila Hago, Program Manager at (202) 598-9104; and

- Financial Questions, the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at ask.ocfo@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

Matt Dummermuth

Matt Dummermuth
Principal Deputy Assistant Attorney General

Enclosures

OFFICE FOR CIVIL RIGHTS

Office of Justice Programs

U.S. Department of Justice

810 7th Street, NW
Washington, DC 20531

Tel: (202) 307-0690
TTY: (202) 307-2027
E-mail: askOCR@usdoj.gov
Website: www.ojp.usdoj.gov/ocr

OCR Letter to All Recipients

October 1, 2018

Mr. W. Lane Bailey
City of Salisbury
132 North Main Street
P.O. Box 479
Salisbury, NC 28144-5039

Dear Mr. Bailey:

Congratulations on your recent award. In establishing financial assistance programs, Congress linked the receipt of federal funding to compliance with federal civil rights laws. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) is responsible for ensuring that recipients of financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) comply with the applicable federal civil rights laws. We at the OCR are available to help you and your organization meet the civil rights requirements that come with DOJ funding.

Ensuring Access to Federally Assisted Programs

Federal laws that apply to recipients of financial assistance from the DOJ prohibit discrimination on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in employment but also in the delivery of services or benefits. A federal law also prohibits recipients from discriminating on the basis of age in the delivery of services or benefits.

In March of 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013. The statute amends the Violence Against Women Act of 1994 (VAWA) by including a nondiscrimination grant condition that prohibits discrimination based on actual or perceived race, color, national origin, religion, sex, disability, sexual orientation, or gender identity. The new nondiscrimination grant condition applies to certain programs funded after October 1, 2013. The OCR and the OVW have developed answers to some frequently asked questions about this provision to assist recipients of VAWA funds to understand their obligations. The Frequently Asked Questions are available at https://ojp.gov/about/ocr/vawafaqs.htm.

Enforcing Civil Rights Laws

All recipients of federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, are subject to prohibitions against unlawful discrimination. Accordingly, the OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, the OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that their employment practices meet equal opportunity standards.

Providing Services to Limited English Proficiency (LEP) Individuals

In accordance with DOJ guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). See U.S. Department of Justice, Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 67 Fed. Reg. 41,455 (2002). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website https://www.lep.gov.

Ensuring Equal Treatment of Faith-Based Organizations and Safeguarding Constitutional Protections Related to Religion

The DOJ regulation, Partnerships with Faith-Based and Other Neighborhood Organizations, 28 C.F.R. pt. 38, updated in April 2016, prohibits all recipient organizations, whether they are law enforcement agencies, governmental agencies, educational institutions, houses of worship, or faith-based organizations, from using financial assistance from the DOJ to fund explicitly religious activities. Explicitly religious activities include worship, religious instruction, or proselytization. While funded organizations may engage in non-funded explicitly religious activities (e.g., prayer), they must hold them separately from the activities funded by the DOJ, and recipients cannot compel beneficiaries to participate in them. The regulation also makes clear that organizations participating in programs funded by the DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion, religious belief, a refusal to hold a religious belief, or a refusal to attend or participate in a religious practice. Funded faith-based organizations must also provide written notice to beneficiaries, advising them that if they should object to the religious character of the funded faith based organization, the funded faith-based organization will take reasonable steps to refer the beneficiary to an alternative service provider. For more information on the regulation, please see the OCR's website at https://ojp.gov/about/ocr/partnerships.htm.

SAAs and faith-based organizations should also note that the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, as amended, 34 U.S.C. § 10228(c); the Victims of Crime Act of 1984, as amended, 34 U.S.C. § 20110(e); the Juvenile Justice and Delinquency Prevention Act of 1974, as amended, 34 U.S.C. § 11182(b); and VAWA, as amended, 34 U.S.C. § 12291(b)(13), contain prohibitions against discrimination on the basis of religion in employment. Despite these nondiscrimination provisions, the DOJ has concluded that it may construe the Religious Freedom Restoration Act (RFRA) on a case-by-case basis to permit some faith-based organizations to receive DOJ funds while taking into account religion when hiring staff, even if the statute that authorizes the funding program generally forbids recipients from considering religion in employment decisions. Please consult with the OCR if you have any questions about the regulation or the application of RFRA to the statutes that prohibit discrimination in employment.

Using Arrest and Conviction Records in Making Employment Decisions

The OCR issued an advisory document for recipients on the proper use of arrest and conviction records in making hiring decisions. See Advisory for Recipients of Financial Assistance from the U.S. Department of Justice on the U.S. Equal Employment Opportunity Commission's Enforcement Guidance: *Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964 (June 2013)*, available at https://ojp.gov/about/ocr/pdfs/UseofConviction_Advisory.pdf. Recipients should be mindful that the misuse of arrest or conviction records to screen either applicants for employment or employees for retention or promotion may have a disparate impact based on race or national origin, resulting in unlawful employment discrimination. In light of the Advisory, recipients should consult local counsel in reviewing their employment practices. If warranted, recipients should also incorporate an analysis of the use of arrest and conviction records in their Equal Employment Opportunity Plans (EEOPs) (see below).

Complying with the Safe Streets Act

An organization that is a recipient of financial assistance subject to the nondiscrimination provisions of the Safe Streets Act, must meet two obligations: (1) complying with the federal regulation pertaining to the development of an EEOP (see 28 C.F.R. pt. 42, subpt. E) and (2) submitting to the OCR findings of discrimination (see 28 C.F.R. §§ 42.204(c), .205(c)(5)).

Meeting the EEOP Requirement

An EEOP is a comprehensive document that analyzes a recipient's relevant labor market data, as well as the recipient's employment practices, to identify possible barriers to the participation of women and minorities in all levels of a recipient's workforce. As a recipient of DOJ funding, you may be required to submit an EEOP Certification Report or an EEOP Utilization Report to the OCR. For more information on whether your organization is subject to the EEOP requirements, see https://ojp.gov/about/ocr/eeop.htm. Additionally, you may request technical assistance from an EEOP specialist at the OCR by telephone at (202) 616-1771 or by e-mail at EEOPforms@usdoj.gov.

Meeting the Requirement to Submit Findings of Discrimination

If in the three years prior to the date of the grant award, your organization has received an adverse finding of discrimination based on race, color, national origin, religion, or sex, after a due-process hearing, from a state or federal court or from a state or federal administrative agency, your organization must send a copy of the finding to the OCR.

Ensuring the Compliance of Subrecipients

SAAs must have standard assurances to notify subrecipients of their civil rights obligations, written procedures to address discrimination complaints filed against subrecipients, methods to monitor subrecipients' compliance with civil rights requirements, and a program to train subrecipients on applicable civil rights laws. In addition, SAAs must submit to the OCR every three years written Methods of Administration (MOA) that summarize the policies and procedures that they have implemented to ensure the civil rights compliance of subrecipients. For more information on the MOA requirement, see https://ojp.gov/funding/Explore/StateMethodsAdmin-FY2017update.htm.

If the OCR can assist you in any way in fulfilling your organization's civil rights responsibilities as a recipient of federal financial assistance, please contact us.

Sincerely,

Michael L. Alston
Director

cc: Grant Manager
Financial Analyst

U.S. Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

Grant

1. RECIPIENT NAME AND ADDRESS (Including Zip Code)
City of Salisbury
132 North Main Street P.O. Box 479
Salisbury, NC 28144-5039

4. AWARD NUMBER: 2018-DJ-BX-0391

5. PROJECT PERIOD: FROM 10/01/2017 TO 09/30/2021
BUDGET PERIOD: FROM 10/01/2017 TO 09/30/2021

6. AWARD DATE 10/01/2018

7. ACTION
Initial

8. SUPPLEMENT NUMBER
00

2a. GRANTEE IRS/VENDOR NO.
566000237

2b. GRANTEE DUNS NO.
074517020

9. PREVIOUS AWARD AMOUNT $ 0

3. PROJECT TITLE
2018 Public Safety and Crime Data Analysis Grant

10. AMOUNT OF THIS AWARD $ 40,514

11. TOTAL AWARD $ 40,514

12. SPECIAL CONDITIONS

THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).

13. STATUTORY AUTHORITY FOR GRANT

This project is supported under FY18(BJA - JAG State & JAG Local) Title I of Pub. L. No. 90-351 (generally codified at 34 U.S.C. 10101 - 10726), including subpart I of part E (codified at 34 U.S.C. 10151 - 10158); see also 28 U.S.C. 530C(a)

14 . CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number)

16.738 - Edward Byrne Memorial Justice Assistance Grant Program

15. METHOD OF PAYMENT

GPRS

[redacted] AGENCY APPROVAL [redacted]

16. TYPED NAME AND TITLE OF APPROVING OFFICIAL

Matt Dummermuth
Principal Deputy Assistant Attorney General

17. SIGNATURE OF APPROVING OFFICIAL

Matt Dummermuth

[redacted] GRANTEE ACCEPTANCE [redacted]

18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL

W. Lane Bailey
City Manager

19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

19A. DATE

[redacted] AGENCY USE ONLY [redacted]

20. ACCOUNTING CLASSIFICATION CODES

FISCAL YEAR	FUND CODE	BUD. ACT.	OFC.	DIV. REG.	SUB.	POMS	AMOUNT
X	B	DJ	80	00	00		40514

21. TDJUGT1142

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)

SPECIAL CONDITIONS

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any certifications or assurances submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Failure to comply with any one or more of these award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or a certification or assurance related to conduct during the award period -- may result in the Office of Justice Programs ("OJP") taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. The Department of Justice ("DOJ"), including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2018 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2018 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2018 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at https://ojp.gov/funding/Part200UniformRequirements.htm.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

SPECIAL CONDITIONS

3. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at https://ojp.gov/financialguide/DOJ/index.htm), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

4. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

5. Required training for Point of Contact and all Financial Points of Contact

Both the Point of Contact (POC) and all Financial Points of Contact (FPOCs) for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2016, will satisfy this condition.

In the event that either the POC or an FPOC for this award changes during the period of performance, the new POC or FPOC must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after-- (1) the date of OJP's approval of the "Change Grantee Contact" GAN (in the case of a new POC), or (2) the date the POC enters information on the new FPOC in GMS (in the case of a new FPOC). Successful completion of such a training on or after January 1, 2016, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at https://www.ojp.gov/training/fmts.htm. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

6. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

SPECIAL CONDITIONS

7. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

8. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at https://www.sam.gov/. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at https://ojp.gov/funding/Explore/SAM.htm (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

9. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient)-- 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or 2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

10. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at https://ojp.gov/funding/Explore/SubawardAuthorization.htm (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

SPECIAL CONDITIONS

11. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed $150,000

    The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, $150,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

    The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed $150,000)), and are incorporated by reference here.

12. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

    The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

    The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

13. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

    The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

    Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

14. Requirement for data on performance and effectiveness under the award

    The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

15. OJP Training Guiding Principles

    Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm.

SPECIAL CONDITIONS

16. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

17. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

18. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

19. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

20. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of Federal Regulations (currently accessible at https://www.ecfr.gov/cgi-bin/ECFR?page=browse), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

SPECIAL CONDITIONS

21. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

22. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2018)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2018, are set out at https://ojp.gov/funding/Explore/FY18AppropriationsRestrictions.htm, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

23. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct

The recipient and any subrecipients ("subgrantees") must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by-- (1) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (2) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at https://oig.justice.gov/hotline.

SPECIAL CONDITIONS

24. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

SPECIAL CONDITIONS

25. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

26. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

27. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

28. Cooperating with OJP Monitoring

The recipient agrees to cooperate with OJP monitoring of this award pursuant to OJP's guidelines, protocols, and procedures, and to cooperate with OJP (including the grant manager for this award and the Office of Chief Financial Officer (OCFO)) requests related to such monitoring, including requests related to desk reviews and/or site visits. The recipient agrees to provide to OJP all documentation necessary for OJP to complete its monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by OJP for providing the requested documents. Failure to cooperate with OJP's monitoring activities may result in actions that affect the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to award funds; referral to the DOJ OIG for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

SPECIAL CONDITIONS

29. FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of $25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at https://ojp.gov/funding/Explore/FFATA.htm (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than $25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

30. Required monitoring of subawards

The recipient must monitor subawards under this award in accordance with all applicable statutes, regulations, award conditions, and the DOJ Grants Financial Guide, and must include the applicable conditions of this award in any subaward. Among other things, the recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of award funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.

31. Use of program income

Program income (as defined in the Part 200 Uniform Requirements) must be used in accordance with the provisions of the Part 200 Uniform Requirements. Program income earnings and expenditures both must be reported on the quarterly Federal Financial Report, SF 425.

32. Justice Information Sharing

Information sharing projects funded under this award must comply with DOJ's Global Justice Information Sharing Initiative (Global) guidelines. The recipient (and any subrecipient at any tier) must conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: https:/ / it.ojp.gov/ gsp_grantcondition. The recipient (and any subrecipient at any tier) must document planned approaches to information sharing and describe compliance with the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.

33. Avoidance of duplication of networks

To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the recipient can demonstrate to the satisfaction of BJA that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.

34. Compliance with 28 C.F.R. Part 23

With respect to any information technology system funded or supported by funds under this award, the recipient (and any subrecipient at any tier) must comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if OJP determines this regulation to be applicable. Should OJP determine 28 C.F.R. Part 23 to be applicable, OJP may, at its discretion, perform audits of the system, as per the regulation. Should any violation of 28 C.F.R. Part 23 occur, the recipient may be fined as per 34 U.S.C. 10231(c)-(d). The recipient may not satisfy such a fine with federal funds.

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35. Protection of human research subjects

The recipient (and any subrecipient at any tier) must comply with the requirements of 28 C.F.R. Part 46 and all OJP policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.

36. Confidentiality of data

The recipient (and any subrecipient at any tier) must comply with all confidentiality requirements of 34 U.S.C. 10231 and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. The recipient further agrees, as a condition of award approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, 28 C.F.R. 22.23.

37. Verification and updating of recipient contact information

The recipient must verify its Point of Contact(POC), Financial Point of Contact (FPOC), and Authorized Representative contact information in GMS, including telephone number and e-mail address. If any information is incorrect or has changed, a Grant Adjustment Notice (GAN) must be submitted via the Grants Management System (GMS) to document changes.

38. Law enforcement task forces - required training

Within 120 days of award acceptance, each current member of a law enforcement task force funded with award funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, must complete required online (internet-based) task force training. Additionally, all future task force members must complete this training once during the period of performance for this award, or once every four years if multiple OJP awards include this requirement.

The required training is available free of charge online through the BJA-funded Center for Task Force Integrity and Leadership (www.ctfli.org). The training addresses task force effectiveness, as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. If award funds are used to support a task force, the recipient must compile and maintain a task force personnel roster, along with course completion certificates.

Additional information regarding the training is available through BJA's web site and the Center for Task Force Integrity and Leadership (www.ctfli.org).

39. Justification of consultant rate

Approval of this award does not indicate approval of any consultant rate in excess of $650 per day. A detailed justification must be submitted to and approved by the OJP program office prior to obligation or expenditure of such funds.

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40. Submission of eligible records relevant to the National Instant Background Check System

Consonant with federal statutes that pertain to firearms and background checks -- including 18 U.S.C. 922 and 34 U.S.C. ch. 409 -- if the recipient (or any subrecipient at any tier) uses this award to fund (in whole or in part) a specific project or program (such as a law enforcement, prosecution, or court program) that results in any court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the National Instant Background Check System (NICS), or that has as one of its purposes the establishment or improvement of records systems that contain any court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the NICS, the recipient (or subrecipient, if applicable) must ensure that all such court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the NICS are promptly made available to the NICS or to the "State" repository/database that is electronically available to (and accessed by) the NICS, and -- when appropriate -- promptly must update, correct, modify, or remove such NICS-relevant "eligible records".

In the event of minor and transitory non-compliance, the recipient may submit evidence to demonstrate diligent monitoring of compliance with this condition (including subrecipient compliance). DOJ will give great weight to any such evidence in any express written determination regarding this condition.

41. Certification of Compliance with 8 U.S.C. 1373 and 1644 (within the funded "program or activity") required for valid award acceptance by a local government

In order validly to accept this award, the applicant local government must submit the required "State or Local Government: FY 2018 Certification of Compliance with 8 U.S.C. 1373 and 1644" (executed by the chief legal officer of the local government). Unless that executed certification either-- (1) is submitted to OJP together with the fully-executed award document, or (2) is uploaded in OJP's GMS no later than the day the signed award document is submitted to OJP, any submission by a local government that purports to accept the award is invalid.

If an initial award-acceptance submission by the recipient is invalid, once the local government does submit the necessary certification regarding 8 U.S.C. 1373 and 1644, it may submit a fully-executed award document executed by the local government on or after the date of that certification.

For purposes of this condition, "local government" does not include any Indian tribe.

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42. Noninterference (within the funded "program or activity") with federal law enforcement: 8 U.S.C. 1373 and 1644; ongoing compliance

1. With respect to the "program or activity" funded in whole or part under this award (including any such program or activity of any subrecipient at any tier), throughout the period of performance, no State or local government entity, -agency, or -official may prohibit or in any way restrict-- (1) any government entity or -official from sending or receiving information regarding citizenship or immigration status as described in 8 U.S.C. 1373(a); or (2) a government entity or -agency from sending, requesting or receiving, maintaining, or exchanging information regarding immigration status as described in either 8 U.S.C. 1373(b) or 1644. Any prohibition (or restriction) that violates this condition is an "information-communication restriction" under this award.

2. Certifications from subrecipients. The recipient may not make a subaward to a State, a local government, or a "public" institution of higher education, unless it first obtains a certification of compliance with 8 U.S.C. 1373 and 1644, properly executed by the chief legal officer of the government or educational institution that would receive the subaward, using the appropriate form available at https://ojp.gov/funding/Explore/SampleCertifications-8USC1373.htm. Also, the recipient must require that no subrecipient (at any tier) may make a further subaward to a State, a local government, or a public institution of higher education, unless it first obtains a certification of compliance with 8 U.S.C. 1373 and 1644, properly executed by the chief legal officer of the government or institution that would receive the further subaward, using the appropriate OJP form.

3. The recipient's monitoring responsibilities include monitoring of subrecipient compliance with the requirements of this condition.

4. Allowable costs. Compliance with these requirements is an authorized and priority purpose of this award. To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) that the recipient, or any subrecipient at any tier that is a State, a local government, or a public institution of higher education, incurs to implement this condition.

5. Rules of Construction

A. For purposes of this condition:

(1) "State" and "local government" include any agency or other entity thereof, but not any institution of higher education or any Indian tribe.

(2) A "public" institution of higher education is defined as one that is owned, controlled, or directly funded (in whole or in substantial part) by a State or local government. (Such a public institution is considered to be a "government entity," and its officials to be "government officials.")

(3) "Program or activity" means what it means under title VI of the Civil Rights Act of 1964 (see 42 U.S.C. 2000d-4a).

(4) "Immigration status" means what it means under 8 U.S.C. 1373 and 8 U.S.C. 1644; and terms that are defined in 8 U.S.C. 1101 mean what they mean under that section 1101, except that "State" also includes American Samoa.

(5) Pursuant to the provisions set out at (or referenced in) 8 U.S.C. 1551 note ("Abolition ... and Transfer of Functions"), references to the "Immigration and Naturalization Service" in 8 U.S.C. 1373 and 1644 are to be read as references to particular components of the Department of Homeland Security (DHS).

B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, any State or local government, any public institution of higher education, or any other entity (or individual) to violate any federal law, including any applicable civil rights or nondiscrimination law.

IMPORTANT NOTE: Any questions about the meaning or scope of this condition should be directed to OJP, before

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award acceptance.

43. Authority to obligate award funds contingent on noninterference (within the funded "program or activity") with federal law enforcement (8 U.S.C. 1373 and 1644); unallowable costs; notification

1. If the recipient is a "State," a local government, or a "public" institution of higher education:

A. The recipient may not obligate award funds if, at the time of the obligation, the "program or activity" of the recipient (or of any subrecipient at any tier that is a State, a local government, or a public institution of higher education) that is funded in whole or in part with award funds is subject to any "information-communication restriction."

B. In addition, with respect to any project costs it incurs "at risk," the recipient may not obligate award funds to reimburse itself if -- at the time it incurs such costs -- the program or activity of the recipient (or of any subrecipient at any tier that is a State, a local government, or a public institution of higher education) that would be reimbursed in whole or in part with award funds was subject to any information-communication restriction.

C. Any drawdown of award funds by the recipient shall be considered, for all purposes, to be a material representation by the recipient to OJP that, as of the date the recipient requests the drawdown, the recipient and each subrecipient (regardless of tier) that is a State, local government, or public institution of higher education, is in compliance with the award condition entitled "Noninterference (within the funded 'program or activity') with federal law enforcement: 8 U.S.C. 1373 and 1644 and ongoing compliance."

D. The recipient must promptly notify OJP (in writing) if the recipient, from its requisite monitoring of compliance with award conditions or otherwise, has credible evidence that indicates that the funded program or activity of the recipient, or of any subrecipient at any tier that is either a State or a local government or a public institution of higher education, may be subject to any information-communication restriction. In addition, any subaward (at any tier) to a subrecipient that is a State, a local government, or a public institution of higher education must require prompt notification to the entity that made the subaward, should the subrecipient have such credible evidence regarding an information-communication restriction.

2. Any subaward (at any tier) to a subrecipient that is a State, a local government, or a public institution of higher education must provide that the subrecipient may not obligate award funds if, at the time of the obligation, the program or activity of the subrecipient (or of any further such subrecipient at any tier) that is funded in whole or in part with award funds is subject to any information-communication restriction.

3. Absent an express written determination by DOJ to the contrary, based upon a finding by DOJ of compelling circumstances (e.g., a small amount of award funds obligated by the recipient at the time of a subrecipient's minor and transitory non-compliance, which was unknown to the recipient despite diligent monitoring), any obligations of award funds that, under this condition, may not be made shall be unallowable costs for purposes of this award. In making any such determination, DOJ will give great weight to evidence submitted by the recipient that demonstrates diligent monitoring of subrecipient compliance with the requirements set out in the "Noninterference ... 8 U.S.C. 1373 and 1644 and ongoing compliance" award condition.

4. Rules of Construction

A. For purposes of this condition "information-communication restriction" has the meaning set out in the "Noninterference ... 8 U.S.C. 1373 and 1644 and ongoing compliance" condition.

B. Both the "Rules of Construction" and the "Important Note" set out in the "Noninterference ... 8 U.S.C. 1373 and 1644 and ongoing compliance" condition are incorporated by reference as though set forth here in full.

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44. Noninterference (within the funded "program or activity") with federal law enforcement: No public disclosure of certain law enforcement sensitive information

SCOPE. This condition applies with respect to the "program or activity" that is funded (in whole or in part) by the award, as of the date the recipient accepts this award, and throughout the remainder of the period of performance. Its provisions must be among those included in any subaward (at any tier).

1. Noninterference: No public disclosure of federal law enforcement information in order to conceal, harbor, or shield

Consistent with the purposes and objectives of federal law enforcement statutes and federal criminal law (including 8 U.S.C. 1324 and 18 U.S.C. chs. 1, 49, 227), no public disclosure may be made of any federal law enforcement information in a direct or indirect attempt to conceal, harbor, or shield from detection any fugitive from justice under 18 U.S.C. ch. 49, or any alien who has come to, entered, or remains in the United States in violation of 8 U.S.C. ch. 12 -- without regard to whether such disclosure would constitute (or could form a predicate for) a violation of 18 U.S.C. 1071 or 1072 or of 8 U.S.C. 1324(a).

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions (e.g., training) designed to ensure compliance with this condition.

4. Rules of construction

A. For purposes of this condition--

(1) the term "alien" means what it means under section 101 of the Immigration and Nationality Act (see 8 U.S.C. 1101(a)(3));

(2) the term "federal law enforcement information" means law enforcement sensitive information communicated or made available, by the federal government, to a State or local government entity, -agency, or -official, through any means, including, without limitation-- (1) through any database, (2) in connection with any law enforcement partnership or -task-force, (3) in connection with any request for law enforcement assistance or -cooperation, or (4) through any deconfliction (or courtesy) notice of planned, imminent, commencing, continuing, or impending federal law enforcement activity;

(3) the term "law enforcement sensitive information" means records or information compiled for any law enforcement purpose; and

(4) the term "public disclosure" means any communication or release other than one-- (a) within the recipient, or (b) to any subrecipient (at any tier) that is a government entity.

B. Both the "Rules of Construction" and the "Important Note" set out in the "Noninterference (within the funded 'program or activity') with federal law enforcement: 8 U.S.C. 1373 and 1644 and ongoing compliance" award condition are incorporated by reference as though set forth here in full.

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45. Noninterference (within the funded "program or activity") with federal law enforcement: Interrogation of certain aliens

SCOPE. This condition applies with respect to the "program or activity" that is funded (in whole or in part) by this award, as of the date the recipient accepts this award, and throughout the remainder of the period of performance for the award. Its provisions must be among those included in any subaward (at any tier).

1. Noninterference with statutory law enforcement access to correctional facilities

Consonant with federal law enforcement statutes and regulations -- including 8 U.S.C. 1357(a), under which certain federal officers and employees "have power without warrant ... to interrogate any alien or person believed to be an alien as to his right to be or to remain in the United States," and 8 C.F.R. 287.5(a), under which that power may be exercised "anywhere in or outside the United States" -- within the funded program or activity, no State or local government entity, -agency, or -official may interfere with the exercise of that power to interrogate "without warrant" (by agents of the United States acting under color of federal law) by impeding access to any State or local government (or government-contracted) correctional facility by such agents for the purpose "interrogat[ing] any alien or person believed to be an alien as to his [or her] right to be or to remain in the United States."

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions (e.g., training) designed to ensure compliance with this condition.

4. Rules of construction

A. For purposes of this condition:

(1) The term "alien" means what it means under section 101 of the Immigration and Nationality Act (INA) (see 8 U.S.C. 1101(a)(3)).

(2) The term "correctional facility" means what it means under the title I of the Omnibus Crime Control and Safe Streets Act of 1968 (see 34 U.S.C. 10251(a)(7)).

(3) The term "impede" includes taking or continuing any action, or implementing or maintaining any law, policy, rule, or practice, that--

(a) is designed to prevent or to significantly delay or complicate, or

(b) has the effect of preventing or of significantly delaying or complicating.

B. Both the "Rules of Construction" and the "Important Note" set out in the "Noninterference (within the funded 'program or activity') with federal law enforcement: 8 U.S.C. 1373 and 1644 and ongoing compliance" award condition are incorporated by reference as though set forth here in full.

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46. Noninterference (within the funded "program or activity") with federal law enforcement: Notice of scheduled release

SCOPE. This condition applies with respect to the "program or activity" that is funded (in whole or in part) by the award, as of the date the recipient accepts the award, and throughout the remainder of the period of performance. Its provisions must be among those included in any subaward at any tier.

1. Noninterference with "removal" process: Notice of scheduled release date and time

Consonant with federal law enforcement statutes -- including 8 U.S.C. 1231 (for an alien incarcerated by a State or local government, a 90-day "removal period" during which the federal government "shall" detain and then "shall" remove an alien from the U.S. "begins" no later than "the date the alien is released from ... confinement"; also, the federal government is expressly authorized to make payments to a "State or a political subdivision of the State ... with respect to the incarceration of [an] undocumented criminal alien"); 8 U.S.C. 1226 (the federal government "shall take into custody" certain criminal aliens "when the alien is released"); and 8 U.S.C. 1366 (requiring an annual DOJ report to Congress on "the number of illegal alien[felons] in Federal and State prisons" and programs underway "to ensure the prompt removal" from the U.S. of removable "criminal aliens") -- within the funded program or activity, no State or local government entity, -agency, or -official (including a government-contracted correctional facility) may interfere with the "removal" process by failing to provide -- as early as practicable (see para. 4.C. below) -- advance notice to DHS of the scheduled release date and time for a particular alien, if a State or local government (or government-contracted) correctional facility receives from DHS a formal written request pursuant to the INA that seeks such advance notice.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions (e.g., training) designed to ensure compliance with this condition.

4. Rules of construction

A. For purposes of this condition:

(1) The term "alien" means what it means under section 101 of the INA (see 8 U.S.C. 1101(a)(3)).

(2) The term "correctional facility" means what it means under the title I of the Omnibus Crime Control and Safe Streets Act of 1968 (see 34 U.S.C. 10251(a)(7)).

B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, any State or local government, or any other entity or individual to maintain (or detain) any individual in custody beyond the date and time the individual otherwise would have been released.

C. Applicability

(1) Current DHS practice is ordinarily to request advance notice of scheduled release "as early as practicable (at least 48 hours, if possible)." (See DHS Form I-247A (3/17)). If (e.g., in light of the date DHS made such request) the scheduled release date and time for an alien are such as not to allow for the advance notice that DHS has requested, it shall NOT be a violation of this condition to provide only as much advance notice as practicable.

(2) Current DHS practice is to use the same form for a second, distinct purpose -- to request that an individual be

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detained for up to 48 hours AFTER the scheduled release. This condition does NOT encompass such DHS requests for detention.

D. Both the "Rules of Construction" and the "Important Note" set out in the "Noninterference (within the funded 'program or activity') with federal law enforcement: 8 U.S.C. 1373 and 1644 and ongoing compliance" award condition are incorporated by reference as though set forth here in full.

47. Requirement to collect certain information from subrecipients

The recipient may not make a subaward to a State, a local government, or a "public" institution of higher education, unless it first obtains from the proposed subrecipient responses to the questions identified in the program solicitation as "Information regarding Communication with the Department of Homeland Security (DHS) and/or Immigration and Customs Enforcement (ICE)." All subrecipient responses must be collected and maintained by the recipient, consistent with regular document retention requirements, and must be made available to DOJ upon request. Responses to these questions are not required from subrecipients that are either a tribal government/organization, a nonprofit organization, or a private institution of higher education.

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48. Compliance with National Environmental Policy Act and related statutes

Upon request, the recipient (and any subrecipient at any tier) must assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these award funds, either directly by the recipient or by a subrecipient. Accordingly, the recipient agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the award, the recipient agrees to contact BJA.

The recipient understands that this condition applies to new activities as set out below, whether or not they are being specifically funded with these award funds. That is, as long as the activity is being conducted by the recipient, a subrecipient, or any third party, and the activity needs to be undertaken in order to use these award funds, this condition must first be met. The activities covered by this condition are:

a. New construction;

b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;

c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;

d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and

e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

The recipient understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. The recipient further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at https://bja.gov/Funding/nepa.html, for programs relating to methamphetamine laboratory operations.

Application of This Condition to Recipient's Existing Programs or Activities: For any of the recipient's or its subrecipients' existing programs or activities that will be funded by these award funds, the recipient, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

49. Establishment of trust fund

If award funds are being drawn down in advance, the recipient (or a subrecipient, with respect to a subaward) is required to establish a trust fund account. Recipients (and subrecipients) must maintain advance payments of federal awards in interest-bearing accounts, unless regulatory exclusions apply (2 C.F.R. 200.305(b)(8)). The trust fund, including any interest, may not be used to pay debts or expenses incurred by other activities beyond the scope of the Edward Byrne Memorial Justice Assistance Grant Program (JAG). The recipient also agrees to obligate the award funds in the trust fund (including any interest earned) during the period of performance for the award and expend within 90 days thereafter. Any unobligated or unexpended funds, including interest earned, must be returned to OJP at the time of closeout.

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50. Prohibition on use of award funds for match under BVP program

JAG funds may not be used as the 50% match for purposes of the DOJ Bulletproof Vest Partnership (BVP) program.

51. Certification of body armor "mandatory wear" policies

The recipient agrees to submit a signed certification that all law enforcement agencies receiving body armor purchased with funds from this award have a written "mandatory wear" policy in effect. The recipient must keep signed certifications on file for any subrecipients planning to utilize funds from this award for ballistic-resistant and stab-resistant body armor purchases. This policy must be in place for at least all uniformed officers before any funds from this award may be used by an agency for body armor. There are no requirements regarding the nature of the policy other than it be a mandatory wear policy for all uniformed officers while on duty.

52. Body armor - compliance with NIJ standards and other requirements

Ballistic-resistant and stab-resistant body armor purchased with JAG award funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the body armor has been tested and found to comply with applicable National Institute of Justice ballistic or stab standards and is listed on the NIJ Compliant Body Armor Model List (https://nij.gov/topics/technology/body-armor/Pages/compliant-ballistic-armor.aspx). In addition, ballistic-resistant and stab-resistant body armor purchased must be made in the United States and must be uniquely fitted, as set forth in 34 U.S.C. 10202(c)(1)(A). The latest NIJ standard information can be found here: https:/ / nij.gov/ topics/ technology/ body-armor/ pages/ safety-initiative.aspx.

53. Body armor - impact on eligibility for other program funds

The recipient understands that the use of funds under this award for purchase of body armor may impact eligibility for funding under the Bulletproof Vest Partnership (BVP) program, a separate program operated by BJA, pursuant to the BVP statute at 34 USC 10531(c)(5).

54. Reporting requirements

The recipient must submit quarterly Federal Financial Reports (SF-425) and semi-annual performance reports through OJP's GMS (https://grants.ojp.usdoj.gov). Consistent with the Department's responsibilities under the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, the recipient must provide data that measure the results of its work. The recipient must submit quarterly performance metrics reports through BJA's Performance Measurement Tool (PMT) website (www.bjaperformancetools.org). For more detailed information on reporting and other JAG requirements, refer to the JAG reporting requirements webpage. Failure to submit required JAG reports by established deadlines may result in the freezing of grant funds and future High Risk designation.

55. Required data on law enforcement agency training

Any law enforcement agency receiving direct or sub-awarded funding from this JAG award must submit quarterly accountability metrics data related to training that officers have received on the use of force, racial and ethnic bias, de-escalation of conflict, and constructive engagement with the public.

56. Expenditures prohibited without waiver

No funds under this award may be expended on the purchase of items prohibited by the JAG program statute, unless, as set forth at 34 U.S.C. 10152, the BJA Director certifies that extraordinary and exigent circumstances exist, making such expenditures essential to the maintenance of public safety and good order.

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57. Authorization to obligate (federal) award funds to reimburse certain project costs incurred on or after October 1, 2017

The recipient may obligate (federal) award funds only after the recipient makes a valid acceptance of the award. As of the first day of the period of performance for the award (October 1, 2017), however, the recipient may choose to incur project costs using non-federal funds, but any such project costs are incurred at the recipient's risk until, at a minimum-- (1) the recipient makes a valid acceptance of the award, and (2) all applicable withholding conditions are removed by OJP (via a Grant Adjustment Notice). (A withholding condition is a condition in the award document that precludes the recipient from obligating, expending, or drawing down all or a portion of the award funds until the condition is removed.)

Except to the extent (if any) that an award condition expressly precludes reimbursement of project costs incurred "at-risk," if and when the recipient makes a valid acceptance of this award and OJP removes each applicable withholding condition through a Grant Adjustment Notice, the recipient is authorized to obligate (federal) award funds to reimburse itself for project costs incurred "at-risk" earlier during the period of performance (such as project costs incurred prior to award acceptance or prior to removal of an applicable withholding condition), provided that those project costs otherwise are allowable costs under the award.

Nothing in this condition shall be understood to authorize the recipient (or any subrecipient at any tier) to use award funds to "supplant" State or local funds in violation of the recipient's certification (executed by the chief executive of the State or local government) that federal funds will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for law enforcement activities.

58. Use of funds for DNA testing; upload of DNA profiles

If award funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System ("CODIS," the DNA database operated by the FBI) by a government DNA laboratory with access to CODIS.

No profiles generated under this award may be entered or uploaded into any non-governmental DNA database without prior express written approval from BJA.

Award funds may not be used for the purchase of DNA equipment and supplies unless the resulting DNA profiles may be accepted for entry into CODIS.

59. Three percent set-aside for NIBRS compliance

The recipient must ensure that at least 3 percent of the total amount of this award is dedicated to achieving full compliance with the FBI's National Incident-Based Reporting System (NIBRS), unless the FBI or appropriate State official has certified that the recipient locality is already NIBRS compliant, and evidence of this has been submitted to and approved by BJA. The recipient will be required by BJA to make revisions to budgets that do not clearly indicate what projects will be supported by this 3 percent set-aside, unless evidence of NIBRS compliance has been submitted to and approved by BJA. Recipients serving as fiscal agents for "disparate jurisdictions," (as defined at 34 USC 10156(d)(4)) have to pass this requirement through to in subawards to other localities in the disparate jurisdiction, so that each locality in a disparate jurisdiction group dedicates at least 3 percent of award funds to NIBRS compliance, unless, with respect to each locality in the disparate jurisdiction group, evidence of NIBRS compliance has been submitted to and approved by BJA.

SPECIAL CONDITIONS

60. Encouragement of submission of "success stories"

BJA strongly encourages the recipient to submit annual (or more frequent) JAG success stories. To submit a success story, sign in to a My BJA account at https:/ / www.bja.gov/ Login.aspx to access the Success Story Submission form. If the recipient does not yet have a My BJA account, please register at https:/ / www.bja.gov/ profile.aspx. Once registered, one of the available areas on the My BJA page will be "My Success Stories." Within this box, there is an option to add a Success Story. Once reviewed and approved by BJA, all success stories will appear on the BJA Success Story web page at https:/ / www.bja.gov/ SuccessStoryList.aspx.

61. Withholding of funds: Required certification from the chief executive of the applicant government

The recipient may not obligate, expend, or draw down any award funds until the recipient submits the required "Certifications and Assurances by the Chief Executive of the Applicant Government," properly-executed (as determined by OJP), and a Grant Adjustment Notice (GAN) has been issued to remove this condition.

62. Withholding of funds: NIBRS set-aside

The recipient may not obligate, expend, or draw down any award funds until the recipient submits, and BJA reviews and accepts, a budget that clearly dedicates at least 3 percent of the total amount of the award to NIBRS compliance activities or documentation showing that the recipient has been certified as NIBRS compliant, and a Grant Adjustment Notice (GAN) has been issued to remove this condition.

63. Withholding of funds: Budget narrative or information

The recipient may not obligate, expend, or draw down any award funds until the recipient submits, and OJP reviews and accepts, the required budget information or narrative for the award, and a Grant Adjustment Notice (GAN) has been issued to remove this condition.

64. Withholding of funds: Memorandum of Understanding

The recipient may not obligate, expend, or draw down any award funds until OJP has reviewed and approved the Memorandum of Understanding (MOU), and a Grant Adjustment Notice (GAN) has been issued to remove this condition.

SPECIAL CONDITIONS

65. Withholding of funds: Subrecipient monitoring policies

The recipient's response to the Subrecipient Management and Monitoring question(s) of the Financial Management and System of Internal Controls Questionnaire indicates that the recipient may not have controls in place to monitor the activities of any subrecipient, as necessary, to ensure that the subaward is used for authorized purposes in compliance with Federal laws, regulations, and the terms and conditions of the subaward and that subaward performance goals are achieved. (See 2 CFR 200.331(d)). The recipient agrees to submit a copy of its subrecipient monitoring policies and procedures to the OJP program office.

If the recipient anticipates that it will not make a subaward under this award then, instead of submitting subrecipient monitoring policies and procedures, the recipient agrees that it must advise OJP in writing that it does not intend to make a subaward under this award.

The recipient may not obligate, expend, or draw down funds under this award until either-- (1) the OJP program office has received, and OJP has reviewed and approved, the subrecipient monitoring policies and procedures, or (2) the OJP program office has received and considered the recipient's written communication and has agreed (for purposes of federal grants administrative requirements) that no subawards are anticipated under this award ? and a Grant Adjustment Notice has been issued to remove this condition.

The recipient understands and agrees that it is obligated to immediately notify the OJP grant manager in writing of any later change in its plan to make or not make a subaward under this award.

66. Withholding of funds: Disclosure of lobbying

The recipient may not obligate, expend, or draw down any funds under this award until it has provided to the grant manager for this OJP award a complete Disclosure of Lobbying Activities (SF-LLL) form, and OJP has issued a Grant Adjustment Notice to remove this special condition.

67. Withholding of funds: DHS questions

The recipient may not obligate, expend or drawdown funds until the Office of Justice Programs has received and approved the required application attachment(s) described in the program solicitation as "Information regarding Communication with the Department of Homeland Security (DHS) and/or Immigration and Customs Enforcement (ICE)," and has issued a Grant Adjustment Notice (GAN) releasing this special condition.

68. Recipient may not obligate, expend or drawdown funds until the Bureau of Justice Assistance, Office of Justice Programs has received and approved the required application attachment(s) and has issued a Grant Adjustment Notice (GAN) releasing this special condition.

U.S. Department of Justice

Office of Justice Programs

Bureau of Justice Assistance

Washington, D.C. 20531

Memorandum To: Official Grant File

From: Orbin Terry, NEPA Coordinator

Subject: Incorporates NEPA Compliance in Further Developmental Stages for City of Salisbury

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system, some of which could have environmental impacts. All recipients of JAG funding must assist BJA in complying with NEPA and other related federal environmental impact analyses requirements in the use of grant funds, whether the funds are used directly by the grantee or by a subgrantee or third party. Accordingly, prior to obligating funds for any of the specified activities, the grantee must first determine if any of the specified activities will be funded by the grant.

The specified activities requiring environmental analysis are:
a. New construction;
b. Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and
e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

Complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. Further, for programs relating to methamphetamine laboratory operations, the preparation of a detailed Mitigation Plan will be required. For more information about Mitigation Plan requirements, please see https://www.bja.gov/Funding/nepa.html.

Please be sure to carefully review the grant conditions on your award document, as it may contain more specific information about environmental compliance.

U.S. Department of Justice
Office of Justice Programs

Bureau of Justice Assistance

GRANT MANAGER'S MEMORANDUM, PT. I: PROJECT SUMMARY

Grant

PROJECT NUMBER
2018-DJ-BX-0391

This project is supported under FY18(BJA - JAG State & JAG Local) Title I of Pub. L. No. 90-351 (generally codified at 34 U.S.C. 10101 - 10726), including subpart I of part E (codified at 34 U.S.C. 10151 - 10158); see also 28 U.S.C. 530C(a)

1. STAFF CONTACT (Name & telephone number)

Ludmila Hago
(202) 598-9104

2. PROJECT DIRECTOR (Name, address & telephone number)

Renee Pierson
Management Analyst
130 East Liberty St.
Salisbury, NC 28144-5039
(704) 638-5387

3a. TITLE OF THE PROGRAM

BJA FY 18 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation

3b. POMS CODE (SEE INSTRUCTIONS ON REVERSE)

4. TITLE OF PROJECT

2018 Public Safety and Crime Data Analysis Grant

5. NAME & ADDRESS OF GRANTEE

City of Salisbury
132 North Main Street P.O. Box 479
Salisbury, NC 28144-5039

6. NAME & ADRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 10/01/2017 TO: 09/30/2021

8. BUDGET PERIOD

FROM: 10/01/2017 TO: 09/30/2021

9. AMOUNT OF AWARD

$ 40,514

10. DATE OF AWARD

10/01/2018

11. SECOND YEAR'S BUDGET

12. SECOND YEAR'S BUDGET AMOUNT

13. THIRD YEAR'S BUDGET PERIOD

14. THIRD YEAR'S BUDGET AMOUNT

15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and units of local government, including tribes, to support a broad range of criminal justice related activities based on their own state and local needs and conditions. Grant funds can be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice, including for any one or more of the following purpose areas: 1) law enforcement programs; 2) prosecution and court programs; 3) prevention and education programs; 4) corrections and community corrections programs; 5) drug treatment and enforcement programs; 6) planning, evaluation, and technology improvement programs; 7) crime victim and witness programs (other than compensation); and 8) mental health programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams.

This Local JAG award will be shared by the County and one or more jurisdictions identified as disparate within the current Fiscal Year eligibility list (www.bja.gov/Jag). JAG funding will be used to support criminal justice initiatives that fall under one or more of the allowable program areas above. Any

equipment purchases or funded initiatives such as overtime, task forces, drug programs, information sharing, etc. will be aimed at reducing crime and/or enhancing public/officer safety.

NCA/NCF

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE

130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: County Attorney Jay Dees
DATE: November 27, 2018
SUBJECT: Town of Cleveland Interlocal Agreement - Funding For West Branch Library

---

ATTACHMENTS:

Description	Upload Date	Type
Request for Approval of Interlocal Agreement	11/27/2018	Cover Memo
Interlocal Agreement	11/27/2018	Cover Memo

Barger, Carolyn M

From: Dees, Jay
Sent: Tuesday, November 27, 2018 3:23 PM
To: Barger, Carolyn M; Hall, Jeff A.
Subject: Town of Cleveland Interlocal Agreement--Funding for West Branch Library

Carolyn,

The Town of Cleveland has approved and delivered its executed Interlocal Agreement with Rowan County that obligates the Town to provide $100,000.00 towards the West Branch Library Project.

I have provided hard copies of the Agreement to you for inclusion on the December 3, 2018 BOC regular meeting Consent Agenda. The Agreement very simply provides that the Town of Cleveland will pay to the County the sum of $100,000.00 for use towards design costs and renovation/construction of the future West Branch of the Rowan County Library. The Town is very excited about the project and its commissioners offered their appreciation to our Library Director, Jeff Hall, as well as our BOC for undertaking the project.

Please add this item to the Consent Agenda for BOC consideration December 3, 2018.

Thank you,

Jay

John W. (Jay) Dees, II
Rowan County
Office of the County Attorney
130 West Innes Street
Salisbury, NC 28144
Jay.Dees@rowancountync.gov

NORTH CAROLINA

ROWAN COUNTY **INTERLOCAL AGREEMENT**

This Interlocal Agreement ("Agreement") is made this the ___ day of _____, 2018, by and between the County of Rowan, ("County"), a North Carolina body politic and the Town of Cleveland, North Carolina, a municipal corporation ("Town"), a North Carolina Public Authority, as follows:

RECITALS:

WHEREAS, Rowan-Salisbury School System (RSSS) is the owner of certain real property located at 107 School Street, Cleveland, North Carolina, more specifically being the former Cleveland Elementary School site and being shown as Tax Map 252 Parcel 031 in the Rowan County Tax Office (the "Property");

WHEREAS, RSSS has agreed to convey to the County that certain portion of the Property consisting of the Auditorium and related portions of building(s) and real property and the County has agreed, at its expense, to develop that portion of the Property as a new West Rowan Branch Library and community center (collectively the "Project"), all as shown on the plans attached hereto as Exhibit A;

WHEREAS, the Town has agreed and by formal action at its May 14, 2018 regular meeting pledged to allocate one hundred thousand and no/100 dollars ($100,000.00) to the Project to offset costs of construction, improvements, and/or interior upgrades and equipment;

WHEREAS, the Town, as a "unit of local government" as that term is defined in NCGS 460A-460(2), is authorized to enter into Interlocal Agreements for the purposes expressed herein pursuant to NCGS 160A-461; and

WHEREAS, the County and Town desire to enter into this Interlocal Agreement for the purposes of outlining the commitments of each of them; and

NOW WHEREFORE, in consideration of the mutual promises contained herein the parties hereto agrees as follows:

1. County and the Town each represent to the other that it has received the appropriate approvals of its respective board and that by signing below each is authorized to enter into this Interlocal Agreement and the same shall be valid and binding on each of them.

2. The County shall develop the Project consistent with the plans attached as Exhibit A at its expense for the public purposes of creating a West Rowan Branch Library and community center, and the County shall maintain the same for so long as the Project remains a viable and contributing purpose.

3. The Town shall pay to the County the sum of one hundred thousand and no/100 dollars ($100,000.00) according the schedule attached hereto as Exhibit B..

4. The County shall use said funds only for qualified expenses related to the Project, including but not limited to site development, construction, interior upgrades, furniture, fixtures and equipment.

5. Notices to each Party:

   Rowan County
   ATTN: County Manager
   130 West Innes Street
   Salisbury, NC 28144

   Town of Cleveland
   ATTN: Mayor
   PO Box 429
   Cleveland, NC 27013

6. This is the entire Agreement between the Parties, and the same may be executed in multiple originals. Any amendments to this Agreement must be in writing and approved by each Party's respective Boards.

7. This Agreement shall be governed by and construed in accordance with the laws of the State of North Carolina and venue for any and all actions arising out of this Agreement shall be Rowan County, North Carolina.

8. No delay or omission by either Party to exercise any right or power it has under this Agreement shall impair or be construed as a waiver of such right or power, nor shall any such omission or waiver of a covenant or breach operate as a waiver of any succeeding breach.

9. The invalidity of one or more of the provisions contained herein shall not affect the validity of the remaining portions of this Agreement so long as the material purposes of this Agreement can be determined and effectuated.

{Signature Page Follows}

IN WITNESS WHEREOF, each of the parties has duly executed this Interlocal Agreement for the development of the West Rowan Branch Library or caused this Interlocal Agreement to be duly executed by its authorized representative as of the date first written above.

COUNTY OF ROWAN

BY: _____

Its: Chairman of the Board

Attest:

_____

Its: Clerk

TOWN OF CLEVELAND,

BY: Danny Gabriel

Its: Mayor

Attest:

Cathy Payne

Its: Clerk

This instrument has been pre-audited in the manner required by the Local Government and Fiscal Control Act.

_____

Name: Leslie Heidrick

Rowan County Finance Director

This instrument has been pre-audited in the manner required by the Local Government and Fiscal Control Act.

Cathy Payne

Name: Cathy Payne

Its: Finance Officer

EXHIBIT A

PROJECT PLANS

EXHIBIT B

PAYMENT SCHEDULE

One (1) lump sum payment to Rowan County in the amount of one hundred thousand and no/100 dollars ($100,000.00) on or before March 15, 2019.

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE

130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Finance Department
DATE: 11/27/18
SUBJECT: Approval of Contract for Justice Center Air Handler Replacement Project

---

Please see attached memo.

Please approve a contract with Ridge Mechanical for Justice Center Air Handler Replacement Project.

ATTACHMENTS:

Description	Upload Date	Type
Contract for Justice Center Air Handler Replacment Project	11/27/2018	Cover Memo

Leslie E. Heidrick, CPA
Assistant County Manager/
Finance Director

James M. Howden, CPA
Assistant Finance Director

Rowan County Finance Department
130 West Innes Street • Salisbury, NC 28144-4326
Telephone 704-216-8170 • FAX 704-216-8110

MEMORANDUM

TO: Rowan County Board of Commissioners
Aaron Church, County Manager

FROM: Leslie E. Heidrick, Assistant County Manager/Finance Director
David Sifford, Purchasing Agent

RE: Approval of Contract for Justice Center Air Handler Replacement Project

DATE: November 27, 2018

After due advertisement, proposals to replace three air handlers at the Rowan County Justice Center for the Facilities Management Department were received and opened by S.E. Collins Consulting Engineers and David Sifford, Purchasing Agent.

The Request for Bids for the project was released twice, due to receiving only one bid from Graham's Piping on the initial Request for Bids. On the second Request for Bids, bids were received from Graham's Piping in the amount of $576,400 and Ridge Mechanical in the amount of $456,000. Both bids and a contract award recommendation from S.E. Collins Consulting Engineers are attached. The complete bid packages are on file in the Purchasing Office.

Staff's Recommendation: It is the recommendation of S.E. Collins Consulting Engineers, the Facilities Management Department and the Finance Department that a contract be awarded to Ridge Mechanical to replace three air handlers at the Rowan County Justice Center at a cost not to exceed $456,000.

FORM OF PROPOSAL
ROWAN COUNTY JUSTICE CENTER
AIR HANDLER REPLACEMENT PROJECT

15 West Liberty Street
Salisbury, NC

Contractor Name: Graham's Piping Inc.

Submitted herewith is my/our proposal for the **Rowan County Justice Center – Air Handler Replacement Project,** Salisbury, North Carolina.

SECTION 1. PRELIMINARY:

The undersigned, as bidder, hereby declares that the only person(s) interested in this proposal as principal(s) is/are named herein; that no other person than herein mentioned has any interest in this proposal or in the contract to be entered into; that this proposal is made without connection with any other person, company or parties making a bid or proposal; and that it is in all respects fair and in good faith without collusion or fraud.

The undersigned bidder further declares that he has examined the site of the work and informed himself fully in regard to all conditions pertaining to the place where the work is to be done; that he has examined the specifications for the work and the contract documents relative thereto, and has read all special provisions furnished prior to the opening of bids; and that he has satisfied himself relative to the work to be performed.

If this proposal is accepted, the undersigned bidder proposes and agrees to contract with **Rowan County Justice Center – Air Handler Replacement Project - ROWAN COUNTY** in the form of contract specified, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation and labor necessary to complete the construction in full and complete accord with the plans, specifications and contract documents and to the full and complete satisfaction of the Engineer and Owner with a definite understanding that no money will be allowed for extra work except as set forth in the General Conditions and contract documents for the sum of:

By signature of this Form of Proposal, Contractors also confirm they are aware of the consequences of working in and around the Justice Center where prisoners are kept.

Single Prime Contract:

BASE BID: five hundred seventy six thousand four hundred **DOLLARS ($** 576,400.00 **)**

LIST THE FOLLOWING MAJOR SUBCONTRACTORS PART OF BID:

HVAC: Graham's Piping Inc
Electrical: Tim Schenk Electric
HVAC Controls: Hoffman Building Technologies

SECTION 2. ALTERNATES – not applicable.

SECTION 3. UNIT PRICES – not applicable.

SECTION 4. COMPLETION OF WORK:
If the undersigned bidder is notified of the acceptance of this proposal, he agrees to execute a contract for the above stated compensation in the form of the Standard Agreement of the American Institute of Architects and to commence work within ten (10) days after signing of the contract. The undersigned bidder proposes to complete the construction and have the work ready for Final Inspection **on or before the schedule listed below** from date of "commencement of work".

Construction Duration - 5 Months. Completion by 05/17/2019

The undersigned further agrees that in the case of failure on his part to execute the said contract and required bonding within ten (10) consecutive calendar days after written notice of award of the contract has been given, the check, cash, or bid bond accompanying this bid shall be paid into the funds of the Owner for this project as liquidated damages for such failure.

SECTION 5. ADDENDA/BULLETINS:

The undersigned bidder acknowledges receipt of the following Addenda and/or Bulletins:

Addendum No. N/A Dated _____
Addendum No. _____ Dated _____
Addendum No. _____ Dated _____
Addendum No. _____ Dated _____
Addendum No. _____ Dated _____

Robin H Stamey
WITNESS

P. M.
SIGNATURE AND TITLE

Grahams Piping Inc
FIRM NAME

720 Barringer Rd
ADDRESS

Salisbury NC 28147
ADDRESS

08258
LICENSE NUMBER

11/20/18
DATE

ROBIN H STAMEY
Notary Public
Davidson County
NORTH CAROLINA
(seal)

FORM OF PROPOSAL
ROWAN COUNTY JUSTICE CENTER
AIR HANDLER REPLACEMENT PROJECT

15 West Liberty Street
Salisbury, NC

Contractor Name: Ridge Mechanical Inc.

Submitted herewith is my/our proposal for the **Rowan County Justice Center – Air Handler Replacement Project,** Salisbury, North Carolina.

SECTION 1. PRELIMINARY:

The undersigned, as bidder, hereby declares that the only person(s) interested in this proposal as principal(s) is/are named herein; that no other person than herein mentioned has any interest in this proposal or in the contract to be entered into; that this proposal is made without connection with any other person, company or parties making a bid or proposal; and that it is in all respects fair and in good faith without collusion or fraud.

The undersigned bidder further declares that he has examined the site of the work and informed himself fully in regard to all conditions pertaining to the place where the work is to be done; that he has examined the specifications for the work and the contract documents relative thereto, and has read all special provisions furnished prior to the opening of bids; and that he has satisfied himself relative to the work to be performed.

If this proposal is accepted, the undersigned bidder proposes and agrees to contract with **Rowan County Justice Center – Air Handler Replacement Project - ROWAN COUNTY** in the form of contract specified, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation and labor necessary to complete the construction in full and complete accord with the plans, specifications and contract documents and to the full and complete satisfaction of the Engineer and Owner with a definite understanding that no money will be allowed for extra work except as set forth in the General Conditions and contract documents for the sum of:

By signature of this Form of Proposal, Contractors also confirm they are aware of the consequences of working in and around the Justice Center where prisoners are kept.

Single Prime Contract:

BASE BID: Four hundred fifty six thousand and 00/100 **DOLLARS ($** 456,000.00

LIST THE FOLLOWING MAJOR SUBCONTRACTORS PART OF BID:

HVAC: Ridge Mechanical Inc.
Electrical: Diversified Electrical Technologies
HVAC Controls: Hoffman Building Technology

SECTION 2. ALTERNATES – not applicable.

SECTION 3. UNIT PRICES – not applicable.

SECTION 4. COMPLETION OF WORK:
If the undersigned bidder is notified of the acceptance of this proposal, he agrees to execute a contract for the above stated compensation in the form of the Standard Agreement of the American Institute of Architects and to commence work within ten (10) days after signing of the contract. The undersigned bidder proposes to complete the construction and have the work ready for Final Inspection **on or before the schedule listed below** from date of "commencement of work".

Construction Duration - 5 Months. Completion by 05/17/2019

The undersigned further agrees that in the case of failure on his part to execute the said contract and required bonding within ten (10) consecutive calendar days after written notice of award of the contract has been given, the check, cash, or bid bond accompanying this bid shall be paid into the funds of the Owner for this project as liquidated damages for such failure.

SECTION 5. ADDENDA/BULLETINS:

The undersigned bidder acknowledges receipt of the following Addenda and/or Bulletins:

Addendum No._____ Dated _____

Addendum No._____ Dated _____

Addendum No._____ Dated _____

Addendum No._____ Dated _____

Addendum No._____ Dated _____

Robert Cornell
WITNESS

Steven Vienneau, President
SIGNATURE AND TITLE

Ridge Mechanical Inc.
FIRM NAME

920 W. Green Dr.
ADDRESS

High Point, NC 27260
ADDRESS

1976
LICENSE NUMBER

(seal)

11-20-18
DATE

Sifford, David

From: scollins@scollinseng.com
Sent: Tuesday, November 20, 2018 3:53 PM
To: Bringle, Don E
Cc: Souther, Gary S; 'Thomas Simmerson'; 'Steve Vienneau'; Sifford, David
Subject: Rowan County AHU Project

Hi Don,

We received two bids today for this project and these were opened just after 3:00pm today 11/20/18. Below is the tabulation:

Graham Piping - $576,400.00
No exceptions listed
No alternates
Tim Schenk Electrical
Hoffman Building Technologies for controls
Bid bond is included

Ridge Mechanical - $456,000.00
No exceptions listed
No alternates
Diversified Electrical
Hoffman Building Technologies for controls
Bid bond is included

The low bidder is Ridge Mechanical and it is my recommendation the county proceed with this contractor. Please let me know if you have any questions,

Sam

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE

130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Kelvin R. Byrd, Tax Administrator
DATE: 11/26/18
SUBJECT: 2019 Schedule of Values/Present Use Values Approval

The 2019 Schedule of Values and the 2019 Present Use Schedule of Values needs to be approved by the Board. The original files were presented to the Board on November 5th, 2018. They will then be advertised and open to inspection for appeal for 4 consecutive weeks.

ATTACHMENTS:

Description	Upload Date	Type
Proposed Schedule of Values 2019	11/26/2018	Backup Material

2019 Proposed Schedules, Standards and Rules

For Rowan County

Introduction

The following manual has been prepared by the Rowan County Assessor's Office to be used in the appraisal of real property as required by the Machinery Act of North Carolina for the 2019 Countywide Reappraisal, see G.S. 105-286[1] and 105-283[2] and 105-317[3].

The Machinery Act of North Carolina (G.S. 105-317(b)(1) requires that a schedule of standards and rules be developed and used in the appraisal of property. This document is commonly referred to as the Schedule of Values. The intent or purpose of this document, even though there are no individual property values listed here, is actually to present the methods and procedures that form the basis for the valuation of all land, buildings and other improvements considered to be real property in Rowan County. Effective January 1, 2019, property assessments will be based on the methods outlined here in the 2019 Schedules, Standards and Rules for the next four years until the countywide reappraisal effective for 2023.

North Carolina G.S. 105-286 requires each county in North Carolina to conduct a countywide reappraisal of all real property at least once every eight years, although a county may chose to revalue on a less than eight-year cycle. In accordance with North Carolina General Statutes 105-286, the Rowan County Board of Commissioners approved a reappraisal schedule every four years at its regular scheduled meeting on August 7, 1995[4] which is earlier than required in G.S. 105-286 and to continue a four-year cycle until subsequent action to amend or alter the schedule.

North Carolina G.S. 105-283 talks about 'uniform appraisal standards.' If the purpose of a revaluation is to re-establish the fair market value of each property, and by doing so, re-establish the fair tax burden on each property, then that is best accomplished when the proper application of the schedules, standards and rules (as outlined in this document) are used resulting in the property assessments that reflect the fair market value of each of Rowan County's approximate eighty thousand parcels.

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[1] NCGS 105-286 of the Machinery Act of North Carolina, 2017 Edition, pp. 124-128
[2] NCGS 105-283 of the Machinery Act of North Carolina, 2017 Edition, p. 114-119
[3] NCGS 105-317 of the Machinery Act of North Carolina, 2017 Edition, pp. 191-197
[4] See Minutes from the Rowan County Board of Commissioners dated 8-7-1995.

Mass Appraisal Overview

A successful reappraisal requires extensive planning and organization and an experienced, dedicated staff. Staff appraisers began work in the early summer of 2017 by visiting the properties throughout the county. Contract workers[5], experienced in the field of real property appraising, have been employed to assist with the revaluation and the appeals process on an as-needed basis. Along with the field review, many of the properties that sold within an eighteen (18) to twenty-four (24) month period prior to January 1, 2019 and those that were used in the sales study and cost analysis have been reviewed.

Our Land Records Department staff is an extremely important part of the work in the tax office as they are responsible for the accurate and timely processing of all deeded property changes. We work with them to produce aerial maps that allow us to view our data so we can make better appraisal decisions. Pictometry[6] is the name of a patented aerial image capture process that produces imagery showing the top, front and sides of buildings on the ground and is another tool that provides our appraisal staff with the ability to verify certain type data with regard to structures.

It is important to be as accurate as possible in every stage of a revaluation as the processes build on each other. A common thought, due to the volume of properties and data involved in a mass appraisal, is that 'the computer does it.' Computers are an *indispensable* tool in our work, but experienced, competent human minds and bodies are far more indispensable. The work that we do as appraisers involves a tremendous amount of experience and judgment – two traits that are not yet 'programmable.' NCGS 105-394 lists conditions and provides language to address the possible irregularities in completing a mass appraisal of real property.

While we believe that we have a high quality work product, no mass appraisal project is perfect. After the mailing of revaluation notices, we will move into the 'informal' appeals process. One purpose of that process is to identify and correct errors of any nature or magnitude that are inherently unavoidable in any revaluation project. We are absolutely dedicated to ensuring that the data and resulting value conclusion for each property is as accurate and equitable as possible.

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[5] NCGS 105-299 of the North Carolina Machinery Act
[6] www.pictometry.com / www.eagleview.com

Real Property Assessment

An *ad valorem* tax, more commonly called the property tax, is a tax based on the value of a property. The value of a property is its fair market value. The sole purpose of real property assessment is to arrive at market value of all real property as of the date of the revaluation effective date so that the tax will be fair and equitable.

Market value (true value in money) as defined by the Machinery Act of North Carolina in G.S. 105-283[7] is defined as:

> "When used in Subchapter, the words 'true value' shall be interpreted as meaning market value, that is, the price estimated in terms of money at which the property would change hands between a willing and financially able buyer and a willing seller, neither being under any compulsion to buy or sell and both having reasonable knowledge of all the uses to which the property is adapted and for which it is capable of being used."

The fair market value of property is an opinion of its value, that opinion being based on methodical market analysis. Fair market value is the most *probable* price a buyer would pay a seller for property available for sale on the market. It is *not* the price that you would most likely sell a property to someone in your family, or the sale price of a property you *had* to sell because of various reasons. Fair market value is not necessarily the *exact* sale price of a particular property.

Market value is determined through the application of the three established and accepted appraisal methods: the sales comparison approach; the cost approach; and the income approach. These three basic approaches to value[8] which may be used to arrive at a fair market value are defined as follows:

Cost Approach –	To the estimated value of the land, preferably derived from sales data, is added the current depreciated reproduction or replacement cost of the improvement.
Market Approach –	Provides for the comparing of similar properties sold in the recent past with the property under appraisal. The four basic steps include: discovering and analyzing the data; selecting appropriate units of comparison; making reasonable adjustments based on the market; and applying the data to the subject of appraisal.
Income Approach -	A restatement of the definition of market value in terms of the income approach provides that value is the present worth of future benefits arising from the ownership of a property.

[7] NCGS 105-283 of the Machinery Act of North Carolina, 2017 Edition p. 114
[8] International Association of Assessing Officers, Property Assessment Valuation, pp. 68-70

The use of any of the three approaches requires careful consideration to be given to:

1. The relevancy of the approach applied to the property under consideration.
2. The inherent strengths and weaknesses of the approach used.
3. The amount and reliability of the data collected.
4. The affect of the local market on the data collected.

Our real property appraisers will study the local market and determine the application of these procedures which best results in property assessments that reflect their fair market value.

Generally, the market value of residential properties is based on sales of comparable properties (sales comparison approach) and the cost of construction less depreciation plus the estimated value of the land (cost approach). The market value of commercial properties may be established through the analysis of the income and expenses of those income-producing properties, in addition to the sales and cost approaches to new properties.

The significant difference in the appraisal procedures of a private appraiser and real property appraisers is the tax office represents the fundamental methods and theories of mass appraisal. Mass appraisal involves valuing thousands of properties in a cost-effective, timely, and accurate manner. It also involves development of procedures that will ensure that the value of each property is equitable with that of other like properties. Comparable property uses (giving consideration to zoning) and property types must be determined in order to apply the established rules and procedures to each like property with adjustments for significant individual property differences.

A careful investigation of location, construction, labor costs and materials has been made and the manual has been tested against both new and existing constructions to prove its accuracy.

Rowan County's 2019 Schedules, Standards and Rules has been prepared to conform to professional appraisal principles and practices and to illustrate to property owners the methods and standards by which their property will be valued.

The 2019 Schedules, Standards and Rules are designed so that all real property in Rowan County, as far as practicable, can be appraised at its true market value as of January 1, 2019 in a uniform manner. Furthermore, it will be as a guide for the appraisers in estimating equitable and uniform values for all property types in those years prior to the next scheduled 2023 reappraisal.

Those professional appraisal principles and practices are outlined by The Appraisal Foundation, North Carolina Real Estate Commission and International Association of Assessing Officers, to name a few.

A. The Appraisal Foundation, Uniform Standards of Professional Appraisal Practice (USPAP) 2018-2019 Edition[9].

By permission, The Appraisal Foundation has allowed reproduction of Standards 5 and 6 on Mass Appraisal of Real Property, Development and Reporting with the following statement:

> "USPAP is a copyrighted document published annually by The Appraisal Foundation. Under certain circumstances, permission to reproduce USPAP material is granted. The Appraisal Foundation hereby grants permission to the Rowan County Assessor's Office on a onetime nonexclusive basis to reproduce Standards 5 and 6 of the 2018-2019 USPAP in compliance with the following conditions:
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> 1. No revision (including additions or deletions shall be made to the text of USPAP.
> 2. The permission granted is effective for your specific request to reproduce copies for inclusion in your 2019 Schedule of Values manual.
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> "Complete copies of USPAP (including Advisory Opinions and Frequently Asked Questions) are available for purchase at www.appraisalfoundation.org or by calling 800.348.2831."

B. North Carolina Real Estate Commission[10] – The Residential Square Footage Guidelines is available on the Real Estate Commission's website for the general public's use and inspection (see website below).

C. With reference to the principles and practices of the International Association of Assessing Officers, we refer to the Standard on Mass Appraisal of Real Property (see Addendum) – website: www.iaao.org Also, Property Assessment Valuation, Third Edition, Chapter 15 Mass Appraisal is quoted below:

> "This chapter outlines the principles of mass appraisal and shows how mass appraisal is incorporated in the assessment process. The most common use of mass appraisal is the equitable and efficient appraisal of all property in a jurisdiction for ad valorem tax purposes – indeed, mass appraisal evolved out of the need for uniformity and consistency in assessment. Effective mass appraisal requires an adequate budget, staff, and resources."

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[9] The Appraisal Foundation, USPAP 2018-2019 Ed., Sds 5&6, Mass Appraisal, Development & Reporting, pp34-43

[10] North Carolina Real Estate Commission, Residential Square Footage Guidelines, www.ncrec.gov

Application of Standards in Non-revaluation Years

The proposed schedules, standards and rules are subject to adjustment prior to their final approval; however, after their approval, specific property values generated using guidelines from the adopted schedules, standards and rules are subject to change only under G.S. 105-287[11]. In clarifying G.S. 105-287 - Changing Appraised Value of Real Property in Years in Which General Reappraisal is Not Made additions, changes, and/or deletions may be made to the values to reflect (1) new structural types not in existence at the time of approval; (2) new neighborhoods that are created as the result of subdivision; and (3) any other factor that would reflect a need to comply with G.S. 105-287 for Rowan County as of January 1, 2019.

Countywide Reappraisal Schedule

In accordance with North Carolina General Statutes 105-286, the Rowan County Board of Commissioners approved a reappraisal schedule every four years at its regular scheduled meeting on August 7, 1995[12] (see Addendum) which is earlier than required in G.S. 105-286 and to continue a four-year cycle until subsequent action to amend or alter the schedule.

Principles and Essentials of Uniform Property Valuation and Assessment

In order to ensure that all property within this county is valued in a uniform and fair manner, the guidelines presented within this manual will need to be followed as closely as possible. There is no "all encompassing" set of rules and regulations that can be developed so as to ensure a totally accurate estimate of value in each and every appraisal. The appraiser's experience and expertise in applying the guidelines within this manual as well as personal judgment will add to the overall quality and accuracy of the work.

Replacement cost of dwellings and outbuildings is basically the starting point of most appraisals. General construction specifications can vary widely with quality of materials and workmanship. The guidelines in this manual are designed to enable the appraiser to distinguish between variations in replacement costs. The majority of homes fall within the area of average workmanship and materials that are addressed by the tables herein. Those buildings that fall outside of the tables provided herein shall be appraised based on the appraiser's knowledge, professional judgment and experience together with generally accepted principles of appraising. Land appraisals are typically the most difficult of all appraisal operations. The method of land

[11] NCGS 105-287 of the Machinery Act of North Carolina, 2017 Edition, pp128-134.
[12] See Minutes from the Rowan County Board of Commissioners dated 8-7-1995.

appraisal contained in this manual is based on market sales data and the comparison process. Included in the manual are depth factor charts, residential pricing charts, and rural land pricing charts. These guidelines, when applied properly, will ensure a fair and uniform valuation of property.

Ultimately, all valuation approaches rely upon the availability, collection, verification and analysis of *valid, qualified sales (or data)* in order to properly value any real property. When little or no valid sales transactions or data is available, the principle of substitution can be considered for use in arriving at value for most types of properties.

The schedule of values manual is intended to cover and address all classes and types of properties. Unique or special classes of properties may require special methods of appraising and have unique characteristics not found in the schedule of values manual. Staff appraisers may need to refer to Marshall & Swift/Corelogic or some other professional guide for assistance when assigning value for ad valorem purposes.

IMPROVED RESIDENTIAL SPECIFICATIONS

Cost Analysis for an Average Residential Dwelling

An average built residential dwelling begins with a base building value. The change(s) that are available with the conversion to new CAMA software for the 2019 countywide reappraisal allows for the use of various models in the pricing of residential structures as follows:

Model 1 – Single Family	Base Building Value @ $89,000
Model 2 – Manufactured Home	Base Building Value @ $55,000
Model 3 – Track Home	Base Building Value @ 127,000

Model 1 includes a base heated living area of 1,250 square feet.
Model 2 includes a base heated living area of 1,566 (27x58) rounded to 1,600 square feet.
Model 3 includes a base heated living area of 1,800 square feet.

Also included in the base value for all three Models are: two full baths (8 plumbing fixtures: bathroom commode, shower stall/bathtub, bathroom sink, kitchen sink and water heater), average grade floor covering, central heat/air, perimeter or slab foundation, no fireplace, composition roof cover, exterior walls are frame and vinyl siding, no car storage and is assigned a grade classification of a straight 'C.' Residential dwellings with heated living area or quality of construction that is greater than or less than that Model's stated grade or square foot will be adjusted accordingly. Residential dwellings that have features that contribute to value and are greater than or less than those described herein will be adjusted for the difference(s). Attachments to the dwelling, i.e. porch, deck, garage or carport, etc. are added to this base value. This process creates a 'replacement cost new' (RCN) that is then graded and depreciated based on the appraiser's subjective opinion of the quality of materials, workmanship and cost/design resulting in a 'replacement cost new less depreciation (RCNLD) value. Finally, the land value is added for an estimated total market value for ad valorem purposes.

- Additional adjustments (functional or external obsolescence) for matters such as use/design, remodeling, external obsolescence, etc. that are based on and supported by documentation and may affect the subject property may be considered by the appraisal staff to adjust the depreciated value.
- Additional exterior wall codes [13] for residential dwellings adjust the base rate as follows:
    - Asbestos Base rate per square foot: .90 remaining good
    - Concrete Block Base rate per square foot: .90 remaining good
    - Vinyl/Alum Base rate per square foot: Base
    - Wood Siding Base rate per square foot: Base
    - Wood Panel/Log Base rate per square foot: 1.2 times base rate
    - Brick Veneer Base rate per square foot: 1.1 times base rate
    - Hardiboard Base rate per square foot: 1.1 times base rate
    - Stone Base rate per square foot: 1.2 times base rate
    - Stucco Base rate per square foot: 1.2 times base rate

[13] Marshall Swift Residential Cost Handbook, September 2018, p B-11

I. *Types of Residences*

Condominiums

The condominium form of fee simple ownership has gained in popularity in recent years. One of the reasons for this increased popularity is associated with maintenance which is provided by the Home Owner's Association. This means that all exterior maintenance is performed for each owner, such as lawn care, landscaping, painting, and general up-keep with the single-family residences.

The purchase of a condominium unit is in fee simple ownership of a single unit in a multi-unit structure. Included with the purchase of each unit is an interest in all common elements included in the condominium development. These common elements generally consist of land beneath the building, support walls, stairways, elevators, and roof. In some developments, these common elements include swimming pools, club houses, tennis courts, natural areas used for walking, running, hiking, and golf courses.

Site-Built

Site-built residences may incorporate the use of some prefabricated building components, but for the most part, are constructed at a permanent building site.

The base area (or heated living area) of a single-family residence is calculated from exterior measurements of the dwelling.

A. Story Heights

1. One-Story – The one-story dwelling has all regular living space on one level. These structures may have basement and/or attic area depending on location and preference of prospective owners.

2. One and One-half Story – The one and one-half story dwelling is essentially one-story with a steeper roof that allows for expansion of the attic. Dormers are usually added to provide additional interior wall height, light, and ventilation. This has two distinct advantages: economy in cost per unit of habitable living space, and built-in expansibility.

3. Split-Level - The split-level dwelling is a variation of the one-story dwelling with basement area. It was designed for a sloping or hilly lot and takes advantage of what might otherwise be a troublesome difference in elevation. The split-level makes efficient use of space. The general arrangement of the structure separates sleeping, living, and recreation areas on different levels.

4. Bi-Level - The bi-level with the split foyer dwelling is a popular variation of the split-level and is generally constructed with full basement area.

B. First Floor, Upper Floor and Basement Calculations

1. Square Footage - The system calculates square footage for a structure based on its exterior measurements provided by appraiser at time of measure and listing and/or from the Rowan County building permit data. The value for the area is determined by taking the calculated square footage of the floor multiplied by the size factor times the base rate times the following factor:

First Floor	1.000
Upper Floor	.65

2. Attic area - as used in this schedule, is useable space (such as storage) between the roof structure and ceiling area. It can consist of soft wood subflooring and permanent stairway, however, it does not meet the industry standard for ceiling height to be included in the structure's total square footage of 'heated living area.' According to the North Carolina State Residential Building Code, Section R502.3.1 of the 2012 Edition[14] in certain cases where the upper floor has permanent stairs and sufficient ceiling height, the ceiling joists for the floor below has to be designed as 'floor joists' to carry the load in order to be classified as upper floor otherwise it will be considered attic area.

3. Basement costs - as used in this schedule, assume an average amount of exterior basement wall exposed for the general topography for this area. Adequate exterior basement entries, where applicable, have also been considered. *Unfinished basement area* consists of finished concrete floor, exposed masonry interior walls, with little or no interior partitioning. *Finished basement area* includes additional consideration for floor covering, drywall or equal ceiling, drywall and/or paneled interior walls, electrical outlets, and a limited amount of heating and lighting. Total square footage in the basement is shown as a percentage of the first floor in the 'unfinished' field while the 'finished' basement square footage is expressed as a percentage of the 'unfinished' area. Each line is then multiplied by its respective rate.

C. Heating/Air Conditioning, Plumbing & Fireplaces, Exterior Wall & Foundation

1. Heating and air conditioning rates are calculated using total heated living area.
2. Eight plumbing fixtures (two full baths, kitchen sink and water heater) are considered standard (base) and are included in base pricing. Shower-over-tub is included in standard (base) price.
3. All fireplace features are considered an add-on to the base price.
4. Exterior walls that are part of the base pricing include vinyl/aluminum and frame.
5. Foundations included in the base pricing are perimeter or slab.

[14] North Carolina State Residential Building Code, 2012 Edition, p.89

Residential Attic Tables

	Code	1st Flr Rate	Up Flr Rate	Model	Description
	AF2	45	45	1	FIN ATTIC - SIZE 200
	AF3	44	44	1	FIN ATTIC - SIZE 300
	AF4	43	43	1	FIN ATTIC - SIZE 400
	AF5	42	42	1	FIN ATTIC - SIZE 500
	AF6	41	41	1	FIN ATTIC - SIZE 600
	AF7	40	40	1	FIN ATTIC - SIZE 700
	AF8	39	39	1	FIN ATTIC - SIZE 800
	AF9	38	38	1	FIN ATTIC - SIZE 900
	AFA	37	37	1	FIN ATTIC - SIZE 1000
	AFB	36	36	1	FIN ATTIC - SIZE 1100 AFB1100
	AFC	36	36	1	FIN ATTIC 1200 - AF1200
	AFD	36	36	1	FIN ATTIC - SIZE 1300
	AFE	35	35	1	FIN ATTIC - SIZE 1400
	AFF	35	35	1	FIN ATTIC - SIZE 1500
	AFG	35	35	1	FINISHED ATTIC SZ 1600 AF1600
	AU1	7	7	1	UNFIN ATTIC - 100 S/F
	AU2	7	7	1	UNFIN ATTIC - 200 S/F
	AU3	7	7	1	UNFIN ATTIC - 300 S/F
	AU4	7	7	1	UNFIN ATTIC - 400 S/F
	AU5	7	7	1	UNFIN ATTIC - 500 S/F
	AU6	7	7	1	UNFIN ATTIC - 600 S/F
	AU7	6	6	1	UNFIN ATTIC - 700 S/F
	AU8	6	6	1	UNFIN ATTIC - 800 S/F
	AU9	6	6	1	UNFIN ATTIC - 900 S/F
	AUA	6	6	1	UNFIN ATTIC - 1000 S/F
	AUB	6	6	1	UNFIN ATTIC - 1100 S/F
	AUC	6	6	1	UNFIN ATTIC - 1200 S/F
	AUD	6	6	1	UNFIN ATTIC - 1300 S/F
	AUE	6	6	1	UNFIN ATTIC - 1400 S/F
	AUF	6	6	1	UNFIN ATTIC - 1500 S/F
	AUG	6	6	1	UNFIN ATTIC - 1600 S/F
	AUH	6	6	1	UNFIN ATTIC - 1700 S/F
	AUJ	5	5	1	UNFIN ATTIC - 1800 S/F
	AUK	5	5	1	UNFIN ATTIC - 1900 S/F
	AUL	5	5	1	UNFIN ATTIC - 2100 S/F

AUM	5	5	1	UNFIN ATTIC - 2300 S/F
AUN	5	5	1	UNFIN ATTIC - 2500 S/F
AUO	5	5	1	UNFIN ATTIC - 2700 S/F
AUP	5	5	1	UNFIN ATTIC - 2900 S/F
AUQ	5	5	1	UNFIN ATTIC - 3100 S/F
AUR	5	5	1	UNFIN ATTIC - 3300 S/F
AUS	5	5	1	UNFIN ATTIC - 3500 S/F
AUZ	5	5	1	UNFIN ATTIC - 9999 S/F
AF2	45	45	2	FIN ATTIC - SIZE 200
AF3	44	44	2	FIN ATTIC - SIZE 300
AF4	43	43	2	FIN ATTIC - SIZE 400
AF5	42	42	2	FIN ATTIC - SIZE 500
AF6	41	41	2	FIN ATTIC - SIZE 600
AF7	40	40	2	FIN ATTIC - SIZE 700
AF8	39	39	2	FIN ATTIC - SIZE 800
AF9	38	38	2	FIN ATTIC - SIZE 900
AFA	37	37	2	FIN ATTIC - SIZE 1000
AFB	36	36	2	FIN ATTIC - SIZE 1100 AFB1100
AFC	36	36	2	FIN ATTIC 1200 - AF1200
AFD	36	36	2	FIN ATTIC - SIZE 1300
AFE	35	35	2	FIN ATTIC - SIZE 1400
AFF	35	35	2	FIN ATTIC - SIZE 1500
AFG	35	35	2	FINISHED ATTIC SZ 1600 AF1600
AU1	7	7	2	UNFIN ATTIC - 100 S/F
AU2	7	7	2	UNFIN ATTIC - 200 S/F
AU3	7	7	2	UNFIN ATTIC - 300 S/F
AU4	7	7	2	UNFIN ATTIC - 400 S/F
AU5	7	7	2	UNFIN ATTIC - 500 S/F
AU6	7	7	2	UNFIN ATTIC - 600 S/F
AU7	6	6	2	UNFIN ATTIC - 700 S/F
AU8	6	6	2	UNFIN ATTIC - 800 S/F
AU9	6	6	2	UNFIN ATTIC - 900 S/F
AUA	6	6	2	UNFIN ATTIC - 1000 S/F
AUB	6	6	2	UNFIN ATTIC - 1100 S/F
AUC	6	6	2	UNFIN ATTIC - 1200 S/F
AUD	6	6	2	UNFIN ATTIC - 1300 S/F
AUE	6	6	2	UNFIN ATTIC - 1400 S/F
AUF	6	6	2	UNFIN ATTIC - 1500 S/F
AUG	6	6	2	UNFIN ATTIC - 1600 S/F
AUH	6	6	2	UNFIN ATTIC - 1700 S/F
AUJ	5	5	2	UNFIN ATTIC - 1800 S/F
AUK	5	5	2	UNFIN ATTIC - 1900 S/F
AUL	5	5	2	UNFIN ATTIC - 2100 S/F

AUM	5	5	2	UNFIN ATTIC - 2300 S/F
AUN	5	5	2	UNFIN ATTIC - 2500 S/F
AUO	5	5	2	UNFIN ATTIC - 2700 S/F
AUP	5	5	2	UNFIN ATTIC - 2900 S/F
AUQ	5	5	2	UNFIN ATTIC - 3100 S/F
AUR	5	5	2	UNFIN ATTIC - 3300 S/F
AUS	5	5	2	UNFIN ATTIC - 3500 S/F
AUZ	5	5	2	UNFIN ATTIC - 9999 S/F
AF2	45	45	3	FIN ATTIC - SIZE 200
AF3	44	44	3	FIN ATTIC - SIZE 300
AF4	43	43	3	FIN ATTIC - SIZE 400
AF5	42	42	3	FIN ATTIC - SIZE 500
AF6	41	41	3	FIN ATTIC - SIZE 600
AF7	40	40	3	FIN ATTIC - SIZE 700
AF8	39	39	3	FIN ATTIC - SIZE 800
AF9	38	38	3	FIN ATTIC - SIZE 900
AFA	37	37	3	FIN ATTIC - SIZE 1000
AFB	36	36	3	FIN ATTIC - SIZE 1100 AFB1100
AFC	36	36	3	FIN ATTIC 1200 - AF1200
AFD	36	36	3	FIN ATTIC - SIZE 1300
AFE	35	35	3	FIN ATTIC - SIZE 1400
AFF	35	35	3	FIN ATTIC - SIZE 1500
AFG	35	35	3	FINISHED ATTIC SZ 1600 AF1600
AU1	7	7	3	UNFIN ATTIC - 100 S/F
AU2	7	7	3	UNFIN ATTIC - 200 S/F
AU3	7	7	3	UNFIN ATTIC - 300 S/F
AU4	7	7	3	UNFIN ATTIC - 400 S/F
AU5	7	7	3	UNFIN ATTIC - 500 S/F
AU6	7	7	3	UNFIN ATTIC - 600 S/F
AU7	6	6	3	UNFIN ATTIC - 700 S/F
AU8	6	6	3	UNFIN ATTIC - 800 S/F
AU9	6	6	3	UNFIN ATTIC - 900 S/F
AUA	6	6	3	UNFIN ATTIC - 1000 S/F
AUB	6	6	3	UNFIN ATTIC - 1100 S/F
AUC	6	6	3	UNFIN ATTIC - 1200 S/F
AUD	6	6	3	UNFIN ATTIC - 1300 S/F
AUE	6	6	3	UNFIN ATTIC - 1400 S/F
AUF	6	6	3	UNFIN ATTIC - 1500 S/F
AUG	6	6	3	UNFIN ATTIC - 1600 S/F
AUH	6	6	3	UNFIN ATTIC - 1700 S/F
AUJ	5	5	3	UNFIN ATTIC - 1800 S/F
AUK	5	5	3	UNFIN ATTIC - 1900 S/F
AUL	5	5	3	UNFIN ATTIC - 2100 S/F

AUM	5	5	3	UNFIN ATTIC - 2300 S/F
AUN	5	5	3	UNFIN ATTIC - 2500 S/F
AUO	5	5	3	UNFIN ATTIC - 2700 S/F
AUP	5	5	3	UNFIN ATTIC - 2900 S/F
AUQ	5	5	3	UNFIN ATTIC - 3100 S/F
AUR	5	5	3	UNFIN ATTIC - 3300 S/F
AUS	5	5	3	UNFIN ATTIC - 3500 S/F
AUZ	5	5	3	UNFIN ATTIC - 9999 S/F

Residential Basement Tables

	Code	1st Flr Rate	Up Rate	Model	Description
	F01	22	22	1	FIN BASEMENT - SIZE 499
	F02	21	21	1	FIN BASEMENT - SIZE 799
	F03	20	20	1	FIN BASEMENT - SIZE 850
	F04	19	19	1	FIN BASEMENT - SIZE 899
	F05	18	18	1	FIN BASEMENT - SIZE 949
	F06	18	18	1	FIN BASEMENT - SIZE 999
	F07	17.5	17.5	1	FIN BASEMENT - SIZE 1049
	F08	17.5	17.5	1	FIN BASEMENT - SIZE 1149
	F09	17	17	1	FIN BASEMENT - SIZE 1249
	F10	17	17	1	FIN BASEMENT - SIZE 1299
	F11	16.5	16.5	1	FIN BASEMENT - SIZE 1399
	F12	16.5	16.5	1	FIN BASEMENT - SIZE 1499
	F13	16	16	1	FIN BASEMENT - SIZE 1549
	F14	16	16	1	FIN BASEMENT - SIZE 1699
	F15	15.5	15.5	1	FIN BASEMENT - SIZE 1849
	F16	15.5	15.5	1	FIN BASEMENT - SIZE 1999
	F17	15	15	1	FIN BASEMENT - SIZE 2149
	F18	15	15	1	FIN BASEMENT - SIZE 2349
	F19	14.5	14.5	1	FIN BASEMENT - SIZE 2599
	F20	14.5	14.5	1	FIN BASEMENT - SIZE 2899
	F21	14.5	14.5	1	FIN BASEMENT - SIZE 3199
	F22	14	14	1	FIN BASEMENT - SIZE 3449
	F23	14	14	1	FIN BSMT SIZE 3749 RBF23
	F24	13.5	13.5	1	FIN BASEMENT - SIZE 4000
	F25	13	13	1	FINISHED BSMT SZ 99999 RBF25
	F99	0	0	1	BASEMENT IS CELLAR
	FDA	6	6	1	SEMI-FIN BASEMENT RBF9AA
	FLA	6	6	1	SEMI-FIN BASEMENT RBF99A
	U01	16	16	1	UNFIN BASEMENT-SIZE 499
	U02	15	15	1	UNFIN BASEMENT-SIZE 799
	U03	14.5	14.5	1	UNFIN BASEMENT-SIZE 850
	U04	14	14	1	UNFIN BASEMENT-SIZE 899
	U05	13.5	13.5	1	UNFIN BASEMENT-SIZE 949
	U06	13	13	1	UNFIN BASEMENT-SIZE 999
	U07	13	13	1	UNFIN BASEMENT-SIZE 1049
	U08	12.5	12.5	1	UNFIN BASEMENT-SIZE 1149

U09	12.5	12.5	1	UNFIN BASEMENT-SIZE 1249
U10	12.5	12.5	1	UNFIN BASEMENT-SIZE 1299
U11	12	12	1	UNFIN BASEMENT-SIZE 1399
U12	12	12	1	UNFIN BASEMENT-SIZE 1499
U13	12	12	1	UNFIN BASEMENT-SIZE 1549
U14	11.5	11.5	1	UNFIN BASEMENT-SIZE 1699
U15	11.5	11.5	1	UNFIN BASEMENT-SIZE 1849
U16	11.5	11.5	1	UNFIN BASEMENT-SIZE 1999
U17	11	11	1	UNFIN BASEMENT-SIZE 2149
U18	11	11	1	UNFIN BASEMENT-SIZE 2349
U19	11	11	1	UNFIN BASEMENT-SIZE 2599
U20	10	10	1	UNFIN BASEMENT-SIZE 2899
U21	10	10	1	UNFIN BASEMENT-SIZE 3199
U22	10	10	1	UNFIN BASEMENT-SIZE 3449
U23	10	10	1	UNFIN BASEMENT-SIZE 3749
U24	10	10	1	UNFIN BASEMENT-SIZE 4000
U25	10	10	1	UNFIN BASEMENT-SIZE 99999
U99	0	0	1	BASEMENT IS CELLAR
F01	22	22	2	FIN BASEMENT - SIZE 499
F02	21	21	2	FIN BASEMENT - SIZE 799
F03	20	20	2	FIN BASEMENT - SIZE 850
F04	19	19	2	FIN BASEMENT - SIZE 899
F05	18	18	2	FIN BASEMENT - SIZE 949
F06	18	18	2	FIN BASEMENT - SIZE 999
F07	17.5	17.5	2	FIN BASEMENT - SIZE 1049
F08	17.5	17.5	2	FIN BASEMENT - SIZE 1149
F09	17	17	2	FIN BASEMENT - SIZE 1249
F10	17	17	2	FIN BASEMENT - SIZE 1299
F11	16.5	16.5	2	FIN BASEMENT - SIZE 1399
F12	16.5	16.5	2	FIN BASEMENT - SIZE 1499
F13	16	16	2	FIN BASEMENT - SIZE 1549
F14	16	16	2	FIN BASEMENT - SIZE 1699
F15	15.5	15.5	2	FIN BASEMENT - SIZE 1849
F16	15.5	15.5	2	FIN BASEMENT - SIZE 1999
F17	15	15	2	FIN BASEMENT - SIZE 2149
F18	15	15	2	FIN BASEMENT - SIZE 2349
F19	14.5	14.5	2	FIN BASEMENT - SIZE 2599
F20	14.5	14.5	2	FIN BASEMENT - SIZE 2899
F21	14.5	14.5	2	FIN BASEMENT - SIZE 3199
F22	14	14	2	FIN BASEMENT - SIZE 3449
F23	14	14	2	FIN BSMT SIZE 3749 RBF23
F24	13.5	13.5	2	FIN BASEMENT - SIZE 4000
F25	13	13	2	FINISHED BSMT SZ 99999 RBF25

F99	0	0	2	BASEMENT IS CELLAR
FDA	6	6	2	SEMI-FIN BASEMENT RBF9AA
FLA	6	6	2	SEMI-FIN BASEMENT RBF99A
U01	16	16	2	UNFIN BASEMENT-SIZE 499
U02	15	15	2	UNFIN BASEMENT-SIZE 799
U03	14.5	14.5	2	UNFIN BASEMENT-SIZE 850
U04	14	14	2	UNFIN BASEMENT-SIZE 899
U05	13.5	13.5	2	UNFIN BASEMENT-SIZE 949
U06	13	13	2	UNFIN BASEMENT-SIZE 999
U07	13	13	2	UNFIN BASEMENT-SIZE 1049
U08	12.5	12.5	2	UNFIN BASEMENT-SIZE 1149
U09	12.5	12.5	2	UNFIN BASEMENT-SIZE 1249
U10	12.5	12.5	2	UNFIN BASEMENT-SIZE 1299
U11	12	12	2	UNFIN BASEMENT-SIZE 1399
U12	12	12	2	UNFIN BASEMENT-SIZE 1499
U13	12	12	2	UNFIN BASEMENT-SIZE 1549
U14	11.5	11.5	2	UNFIN BASEMENT-SIZE 1699
U15	11.5	11.5	2	UNFIN BASEMENT-SIZE 1849
U16	11.5	11.5	2	UNFIN BASEMENT-SIZE 1999
U17	11	11	2	UNFIN BASEMENT-SIZE 2149
U18	11	11	2	UNFIN BASEMENT-SIZE 2349
U19	11	11	2	UNFIN BASEMENT-SIZE 2599
U20	10	10	2	UNFIN BASEMENT-SIZE 2899
U21	10	10	2	UNFIN BASEMENT-SIZE 3199
U22	10	10	2	UNFIN BASEMENT-SIZE 3449
U23	10	10	2	UNFIN BASEMENT-SIZE 3749
U24	10	10	2	UNFIN BASEMENT-SIZE 4000
U25	10	10	2	UNFIN BASEMENT-SIZE 99999
U99	0	0	2	BASEMENT IS CELLAR
F01	22	22	3	FIN BASEMENT - SIZE 499
F02	21	21	3	FIN BASEMENT - SIZE 799
F03	20	20	3	FIN BASEMENT - SIZE 850
F04	19	19	3	FIN BASEMENT - SIZE 899
F05	18	18	3	FIN BASEMENT - SIZE 949
F06	18	18	3	FIN BASEMENT - SIZE 999
F07	17.5	17.5	3	FIN BASEMENT - SIZE 1049
F08	17.5	17.5	3	FIN BASEMENT - SIZE 1149
F09	17	17	3	FIN BASEMENT - SIZE 1249
F10	17	17	3	FIN BASEMENT - SIZE 1299
F11	16.5	16.5	3	FIN BASEMENT - SIZE 1399
F12	16.5	16.5	3	FIN BASEMENT - SIZE 1499
F13	16	16	3	FIN BASEMENT - SIZE 1549
F14	16	16	3	FIN BASEMENT - SIZE 1699

F15	15.5	15.5	3	FIN BASEMENT - SIZE 1849
F16	15.5	15.5	3	FIN BASEMENT - SIZE 1999
F17	15	15	3	FIN BASEMENT - SIZE 2149
F18	15	15	3	FIN BASEMENT - SIZE 2349
F19	14.5	14.5	3	FIN BASEMENT - SIZE 2599
F20	14.5	14.5	3	FIN BASEMENT - SIZE 2899
F21	14.5	14.5	3	FIN BASEMENT - SIZE 3199
F22	14	14	3	FIN BASEMENT - SIZE 3449
F23	14	14	3	FIN BSMT SIZE 3749 RBF23
F24	13.5	13.5	3	FIN BASEMENT - SIZE 4000
F25	13	13	3	FINISHED BSMT SZ 99999 RBF25
F99	0	0	3	BASEMENT IS CELLAR
FDA	6	6	3	SEMI-FIN BASEMENT RBF9AA
FLA	6	6	3	SEMI-FIN BASEMENT RBF99A
U01	16	16	3	UNFIN BASEMENT-SIZE 499
U02	15	15	3	UNFIN BASEMENT-SIZE 799
U03	14.5	14.5	3	UNFIN BASEMENT-SIZE 850
U04	14	14	3	UNFIN BASEMENT-SIZE 899
U05	13.5	13.5	3	UNFIN BASEMENT-SIZE 949
U06	13	13	3	UNFIN BASEMENT-SIZE 999
U07	13	13	3	UNFIN BASEMENT-SIZE 1049
U08	12.5	12.5	3	UNFIN BASEMENT-SIZE 1149
U09	12.5	12.5	3	UNFIN BASEMENT-SIZE 1249
U10	12.5	12.5	3	UNFIN BASEMENT-SIZE 1299
U11	12	12	3	UNFIN BASEMENT-SIZE 1399
U12	12	12	3	UNFIN BASEMENT-SIZE 1499
U13	12	12	3	UNFIN BASEMENT-SIZE 1549
U14	11.5	11.5	3	UNFIN BASEMENT-SIZE 1699
U15	11.5	11.5	3	UNFIN BASEMENT-SIZE 1849
U16	11.5	11.5	3	UNFIN BASEMENT-SIZE 1999
U17	11	11	3	UNFIN BASEMENT-SIZE 2149
U18	11	11	3	UNFIN BASEMENT-SIZE 2349
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U20	10	10	3	UNFIN BASEMENT-SIZE 2899
U21	10	10	3	UNFIN BASEMENT-SIZE 3199
U22	10	10	3	UNFIN BASEMENT-SIZE 3449
U23	10	10	3	UNFIN BASEMENT-SIZE 3749
U24	10	10	3	UNFIN BASEMENT-SIZE 4000
U25	10	10	3	UNFIN BASEMENT-SIZE 99999
U99	0	0	3	BASEMENT IS CELLAR

Codes for Exterior Walls, Foundation, Fireplace Heating/Air Conditioning and Plumbing

Exterior Wall

Code	Description	Rate Adj
01	Brick	1.1
02	Stone	1.2
03	Concrete Block	0
04	Stucco	1.2
05	Wood Panel/Log	1.2
06	Wood Siding (Frame)	Base
07	Asbestos	0.9
08	Alum/Vinyl	Base
09	Corrugated Metal	Comm
10	Precast Panel	Comm
11	Precast Sandwich	Comm
12	Hardiboard	1.1

Foundation

Code	Description	Rate
1	Earth	-1.00
2	Pier/Post	-0.75
3	Continuous Slab	0.00
4	Perimeter Footings	0.00
5	Brick Veil	0.00
A	Continuous Slab (0)	0.00

Plumbing

Description	Rate/Fix
Residential > 8 fixtures	1,000
Commercial	3,400

Fireplace - All Models

Code	Description	Rate
0	No Fireplace	Base
F0	No Fireplace	Base
F1	Wood Stove Flue (02)	2,000
F2	Prefabricated FP (03)	2,000
F3	Ventless FP (03A)	2,200
F4	One Story Single (04)	3,500
F5	Two 1 Sty Sgl FP (04A)	6,000
F6	1 Sty Double FP (05)	4,900
F7	Two Sty Sgl FP (06)	4,900
F8	Two 2 Sty Sgl FP (06A)	9,800
F9	Two Sty Dbl FP (07)	6,900
FA	Massive Fireplace (08)	10,000
FB	Gas Logs	3,500
FC	Fireplace (10)	0

Heat/Air

Code	Description	Rate
A	FORCED HOT AIR (05)	-1925
C	COOLING W/DUCTS (09)	700
E	RADIANT/ELEC/BB (03)	-2275
F	FLR/WALL FURNACE (02)	-3150
H	HVAC (10)	700
N	NO HEAT (01)	-4200
P	PACKAGED HEAT/COOL (07)	0
R	REVERSE CYCLE PUMP (08)	0
S	SPACE MONITOR (01A)	-1575
U	UNIT HEATERS (06)	-3500
W	RADIANT/WATER (04)	-1050

D. Stages of Construction, Field Worksheet, Grading Table and Cost/Design - North Carolina General Statute 105-285[15] states that all real property shall be appraised as of January 1. As contractors/builders begin construction throughout any given year, the percent complete of a residential or commercial structure can vary as of January 1, therefore, the attached field worksheet and Stages of Construction are used as guidelines for estimating percent complete along with verification from the Rowan County Building Inspections Department as to the different trade permits, final inspections and certificates of occupancy provided. All major improvements receive a grade from the field appraiser based on quality of materials, workmanship, cost and design. Cost and design is an additional tool for staff appraisers to achieve the market value assigned to a structure based on its quality of workmanship, materials and design.

[15] NCGS 105-285 of the Machinery Act of North Carolina 2017 Edition, pp128-134

Stages of Construction		
Stage	% Comp	Total %
Start-up - Permits, fees, ins. Survey, temps	2	2
Clear lot, rough grade, building p	2	4
Footings	2	6
Foundation walls and piers	4	10
Framing (floor, wall and roof)	21	31
Permanent Roof (shingles)	2	33
Rough-in Plumbing	4	37
Rough-in Wiring	3	40
Rough-in heat/cool (duct work)	2	42
Outside Windows/Doors	4	46
Siding and/or brick veneer	8	54
Chimney	2	56
Exterior Trim	2	58
Exterior Paint	2	59
Insulation (walls and ceilings)	2	61
Int Walls/Ceiling/Shtrk/Panel	6	67
Interior Trim	5	72
Kitchen Cab/Vanities, & Ctops	4	76
Interior Paint (prime)	1	77
Interior Paint Complete & WP	2	79
Plumbing Comp-baths & kitchen	2	81
Hardware -doors, wind,cabinets	1	82
Wiring Complete-fixtures & trim	2	84
Exterior Paint Complete	1	85
Heat/Air Cond Units Installed	4	89
Floor Covering-cpt, vinyl, wood	4	93
Appliances	2	95
O/S Concrete or Asphalt	2	97
Finish Grade and Landscaping	1	98
Misc-(deck, garage floor, septic)	2	100

Field Worksheet

NAME	MAP-BLK-PARCEL	ACCOUNT#	PROPERTY#	TWNSP	TAX DIST	ZONING

PROPERTY LOCATION	APPRAISER'S INITIALS	% COMPLETE	DATE OF VISIT	CARD#	ACTION ☐ADD ☐CHANGE ☐DEACT

BUILDING ELEMENTS

CLASS	
0	OCC IMP 1 VAC
2	RESIDENTIAL
3	RURAL
4	COMMERCIAL
5	INDUSTRIAL
6	GOVERNMENT
7	EXEMPT

OCCUPANCY	
5	
6	

FOUNDATION	
01	EARTH
02	PIER POST
03	CONTINUOUS SLAB
04	PERM FOOTING

FLOORING SYSTEM	
01	EARTH
02	CONCRETE SLAB
03	WOOD FRAME

STRUCTURAL FRAME	
01	WOOD FRAME
02	MASONRY
03	CONCRETE
04	STEEL/FP
05	RIGID STEEL FRAME

EXTERIOR WALLS	
01	BRICK
02	STONE
03	CONCRETE BLOCK
04	STUCCO
05	WOOD PANEL
06	WOOD SIDING
07	ASBESTOS
08	ALUM/VINYL
09	CORG METAL
10	PRECAST PANEL
11	PRECAST SANDWICH
12	HARDBOARD

ROOF FRAMING	
01	WOOD FRAME
02	BAR JOIST
03	STEEL TRUSS
04	REINF CONCRETE

ROOF COVER	
01	COMPOSITION
02	BUILT-UP
03	WOOD SHINGLE
04	ASB/SLATE
05	CLAY TILE
06	CORG METAL
07	METAL SHINGLE

ROOF DESIGN	
01	FLAT
02	SHED
04	HIP
05	GABLE
06	MANSARD
07	MONITOR

FLOOR COVER	
01	SOFTWOOD
02	HARDWOOD
03	ASPHALT
04	VINYL
05	CARPET
06	CONCRETE
07	TERRAZZO
08	HARD TILE
09	

INTERIOR FINISH	
01	NONE
02	MINIMUM
03	AVERAGE
04	GOOD

CABINET/MILL WORK	
01	NONE
02	MINIMUM
03	AVERAGE
04	GOOD

ELECTRICAL	
01	NONE
02	MINIMUM
03	AVERAGE
04	GOOD

PLUMBING	
01	NONE
02	#OF FIX

SPRINKLER SYSTEM		
01	WET	%
02	DRY	%

HEATING/COOLING	
01	NONE
02	FLR/WALL FURNACE
03	RADIANT/ELEC/BB
04	RADIANT/WATER
05	FORCED HOT AIR
06	UNIT HEATERS
07	PACKAGED HEAT/COOL
08	REVERSE CYCLE PUMP
09	COOLING W/DUCTS
10	HVAC
99	%

FIREPLACE	
01	NONE
02	WOOD STOVE FLUE
03	PREFABRICATED
04	ONE STORY SINGLE
05	ONE STORY DOUBLE
06	TWO STORY SINGLE
07	TWO STORY DOUBLE
08	MASSIVE
09	GAS LOGS

BASEMENT		
01	FINISHED	%
02	UNFINISHED	%

ATTIC		
01	FINISHED	%
02	UNFINISHED	%

STORY			
01	1 STORY	04	MULTI
02	1½ STORY	05	B/L
03	2 STORY	06	T/L
04	# OF STORIES		

WALL HEIGHT				
01	BASE	02	OTHER	FT

AREA	
01	GROUND FLOOR
02	1½ STORY
03	2 STORY

ATTACHMENT		
01	CODE	AREA
02		
03		
04		
05		
06		

QUALITY		
01	GRADE	
02	C&D	%
03	NEIGHBORHOOD CODE	
04	SPECIAL BUILDING	
05	ACTUAL YEAR BUILT	
06	EFF YEAR BUILT	
07	CONDITION	
08	PHYSICAL DEPRECIATION	%
09	FUNCTIONAL OBSOLESCENCE	%
10	ECONOMIC OBSOLESCENCE	%

SUMMARY OF OTHER IMPROVEMENTS

LINE	CODE	CONS	SIZE	AREA	RATE	YR	DEP	VALUE	#
01									
02									
03									
04									
05									
06									
07									
08									
09									

CODE

TRAVERSE

REMARKS

Grade for all Models			
Grade	**Description**	**Adj %**	**Model**
100	100	1	1 and 3
A+-	A+-	1.4	1 and 3
A05	A+05	1.45	1 and 3
A10	A+10	1.5	1 and 3
A15	A+15	1.55	1 and 3
A20	A+20	1.6	1 and 3
A30	A+30	1.7	1 and 3
A40	A+40	1.8	1 and 3
A50	A+50	1.9	1 and 3
AA	AA+-	2	1 and 3
AAA	AAA	2.5	1 and 3
AM5	A-05	1.35	1 and 3
AMT	A-10	1.3	1 and 3
B+-	B+-	1.2	1 and 3
B05	B+05	1.25	1 and 3
B10	B+10	1.3	1 and 3
BM5	B-05	1.15	1 and 3
BMT	B-10	1.1	1 and 3
C+-	C+-	1	1 and 3
C05	C+05	1.05	1 and 3
C10	C+10	1.1	1 and 3
CM5	C-05	0.95	1 and 3
CMT	C-10	0.9	1 and 3
D+-	D+-	0.8	1 and 3
D05	D+05	0.85	1 and 3
D10	D+10	0.9	1 and 3
DM5	D-05	0.75	1 and 3
DMT	D-10	0.7	1 and 3
E+-	E+-	0.6	1 and 3
E05	E+05	0.65	1 and 3
E10	E+10	0.7	1 and 3
EM1	E-10	0.5	1 and 3
EM2	E-20	0.4	1 and 3
EM3	E-30	0.3	1 and 3
EM5	E-50	0.25	1 and 3

Grade	Description	Adj %	Model
M	MFC OLD C	1.0	2
MB	MFC OLD B	1.2	2
MD	MFC OLD D	.80	2
ME	MFC OLD E	.60	2
MM5	MFC -5	.95	2
MMT	MFC -10	.90	2
MP5	MFC +5	1.05	2
MPT	MFC +10	1.10	2

Factory-Produced

Factory-produced housing is a residential structure transported to a building site. There are three generally accepted categories of factory-produced housing, each of which has distinguishable characteristics and meet a unique set of criteria. The three categories are: manufactured, modular, and panelized. Because all three types of manufactured housing can resemble site-built housing in both appearance and cost, the following guidelines should be considered when estimating replacement cost.

a. **Manufactured** houses consist of single or multi-wide units, eight feet or greater in width and at least thirty-two feet in length. After being transported on their own wheel chassis to the site, the units are set up as permanent or semi-permanent residences and connected to the necessary utilities. The wheel assembly can be removed when the house is placed on a permanent foundation, but the steel undercarriage remains intact as a necessary structural component. In some instances, the presence of a steel undercarriage as a necessary structural component is the primary distinguishing factor between a higher-quality manufactured home and a modular house. Manufactured housing will be priced from the manufactured housing table and modular housing will be priced as a site-built dwelling.

When a factory-built residential meets applicable local, state, or regional building code requirements for construction and carries the HUD seal for manufactured homes, the unit can be considered as either real or personal property for tax purposes based on the following criteria:

Doublewide manufactured homes are listed, assessed and billed as real estate in Rowan County.

Singlewide manufactured homes are listed, assessed and billed as personal property unless the following occurs:

1. Unit placed on permanent foundation; and
2. Tongue removed; and
3. Title surrendered to the Department of Motor Vehicles.

When all three items have been met and our office notified, the singlewide manufactured home will be reclassified from personal property to real property and valued as such for tax purposes.

b. **Modular** housing will meet most local building codes and is subject to standard regional or state building codes for modular construction. Although a modular house can be transported on a steel undercarriage, the undercarriage is not a permanent and necessary structural component and is usually removed when the house is placed on a permanent foundation. Modular housing can sometimes be priced from the manufactured housing tables, but typically will be priced from the site-built tables.

c. **Panelized** or prefabricated houses consist of packaged, factory-built components and are site-assembled. All must conform to local, state, or regional building codes for site-built construction. Some types of "kit" houses can be specially priced, however, when applicable, site-built tables will be used.

Townhouses

Townhouses are single-family attached residential dwellings. Townhouses will never have other units above or below them. These structures will always have individual exterior entries and cannot have more than two walls that are common with adjacent units. Townhouses own the land underneath the structure.

Condominiums

A condominium is one of a group of housing units where each property owner owns their individual unit air space, and all the dwellings share ownership of areas of common use. Unique to condominium ownership is that there is no individual ownership of land. All the land in the condominium project is most often owned in common by all the property owners. Typically the exterior walls and roof are insured by the condominium association while all interior walls and items are insured by the property owner.

II. Quality of Construction and Grading of Main Structures

Grade "AA-AAA" Dwellings – Excellent Quality

Excellent quality homes are usually individually designed and are characterized by the high quality of workmanship, finishes and appointments and the considerable attention to detail. These homes are built for upper income families by contractors who specialize in good quality construction. These homes will generally be found in affluent residential neighborhood districts. Much attention to detail and finish work, as well as considerable use of high quality materials are incorporated in this grade home.

Base Specifications:

Foundation: A continuous, reinforced concrete perimeter and interior bearing wall foundation based on a moderate climate.

Exterior Walls: Walls can be brick veneer, cedar shake shingles, stucco, vinyl, or frame siding. All exterior coverings will be of high quality and constructed with much attention to detail by experienced craftsman. Exterior walls will have ample insulation and numerous openings (windows & doors). Fenestration is well designed with high-quality sash. Custom ornamentation and trim, selected brick, cut stone, high-quality siding, etc. are used.

Roof: Slate, clay tile, asbestos, cedar shake shingles, or heavy asphalt shingles on heavy wood rafters and sheathing. Good quality gutters and downspouts.

Interior Finish Interior walls are taped and painted drywall with high-grade paper or vinyl wall covering, hardwood paneling or ceramic tile. Built-in book shelving and ample cabinets which may include such specialty cabinetry items as a cooking island, bar, desk, etc. High-quality pullman or vanity cabinets in bathrooms and dressing areas. Ceramic tile, marble or highest-quality laminated plastic countertops and splash. Ceilings are mostly painted drywall with molding and coving details and other ornamentation with some degree of intricacy in their design and/or finish. Vaulted or cathedral ceilings will usually be found in master bedrooms, dining, great or family rooms as well as entries. Raised panel hardwood veneer or enameled doors with good-quality hardware. Base, casings and moldings have tight mitered corners. Spacious walk-in closets or wardrobes with many built-in features. Large linen storage closets and pantry are fully shelved.

Floors: Wood or steel floor joists and subfloor on first and upper floors. High-quality carpet or hardwood terrazzo, and vinyl, ceramic or quarry tile.

Plumbing: Very good quality tile floors and tiled or papered bathroom walls, copper piping and eight high quality fixtures (kitchen sink, toilet, bathtub/shower stall, bathroom sink and water heater) are included in the base price.

Heating: Heat pumps and package heat/air are included in base price.

Electrical: Very good quality wiring, well positioned electrical outlets and high quality light fixtures.

Fireplaces: All fireplace components are considered an add-on.

Grade "A" Dwellings – Very Good Quality

Very good quality homes are typical of those built in high-quality tracts or developments and are frequently custom-built homes which are often designed by an architect. These homes are built for upper income families by contractors who specialize in good quality construction. These homes will generally be found in affluent residential neighborhood districts. Much attention to detail and finish work, as well as considerable use of high quality materials are incorporated in this grade home.

Base Specifications:

Foundation:	Brick or reinforced concrete foundation walls, footings with interior piers.
Exterior Walls:	Walls can be brick veneer, cedar shake shingles, stucco, vinyl, or frame siding. All exterior coverings will be of high quality and constructed with much attention to detail by experienced craftsman. Exterior walls will have ample insulation, good fenestration (windows & doors) and some custom ornamentation.
Roof:	Slate, tile, asbestos, cedar shake shingles, or heavy asphalt shingles on good quality sheathing and well braced rafters. Good quality gutters and downspouts.
Interior Finish:	Fine finished drywall or plaster walls, good quality standard paneling and solid interior doors. High grade vinyl wall paper and matching trim. Custom cabinets with best quality hardware. Standard kitchen built-ins are included in base price.
Floors:	Wood sub-floor with high quality hardwood or carpet coverings.
Plumbing:	Very good quality tile floors and tiled or papered bathroom walls, copper piping and eight high quality fixtures (kitchen sink, toilet, bathtub/shower stall, bathroom sink and water heater) are included in the base price.
Heating:	Heat pumps and package heat/air are included in base price.
Electrical:	Very good quality wiring, well positioned electrical outlets and high quality light fixtures.
Fireplaces:	All fireplace components are considered an add-on.

Grade "B" Dwellings – Good Quality

Good quality homes are custom-built or well constructed speculative homes which are normally found in upper middle or middle income residential district. They are constructed with good quality materials and workmanship with an above average attention given to detail. These homes generally exceed minimum building codes for local governments and lending institutions.

Base Specifications:

Foundation:	Brick or reinforced concrete foundation walls, concrete footings with interior piers.
Exterior Walls:	Walls can be brick veneer, stucco, vinyl, or frame siding. All exterior walls will be of above average quality and constructed with attention to detail by experienced craftsman. Exterior walls will be insulated and have ample openings (windows & doors).
Roof:	Asbestos, cedar shake shingles, or good quality asphalt shingles on wood sheathing and rafters or truss systems. Good quality gutters and downspouts.
Interior Finish:	Good finished drywall, plaster, average to good quality paneling or papered walls. Good grade hollow-core doors, custom cabinets with matching hardware. Standard kitchen built-ins are included in base price.
Floors:	Wood sub-floor with hardwood or carpet coverings.
Plumbing:	Good quality tile floors and tiled or papered bathroom walls, copper piping and eight good quality fixtures (kitchen sink, toilet, bathtub/ shower stall, bathroom sink and water heater) are included in the base price.
Heating:	Heat pumps and package heat/air are included in base price.
Electrical:	Good quality wiring, good amount of electrical outlets and attractive light fixtures.
Fireplaces:	All fireplace components are considered an add-on.

Grade "C" Dwellings –Average Quality

Average quality homes are the prevalent homes. They are usually built in subdivision locations allowing many to be built following a specified period of time and sold to low-middle to middle income families. These homes are constructed with materials that are readily acceptable and meet or exceed minimum building codes for local governments and lending institutions. Adequate attention is shown to detail on both interior and exterior finish work.

Base Specifications:

Foundation: Brick or concrete block foundation walls, concrete footings with interior piers.

Exterior Walls: Walls can be brick veneer, stucco, vinyl, or frame siding. All exterior walls will be of average quality materials (stock items) and constructed with adequate attention to detail by experienced craftsmen. Walls will be insulated and have adequate openings (windows & doors).

Roof: Average quality asphalt shingles on grade plywood sheathing and rafters or truss systems. Most often will have galvanized gutters and downspouts.

Interior Finish: Drywall, average quality paneling or papered walls. Medium grade or stock hollow-core doors. Stock cabinets and hardware, no built-ins, and some attention to detail paid to finish work.

Floors: Wood sub-floor with hardwood or carpet coverings.

Plumbing: Stock quality tile floors and partially tiled or papered bathroom walls, galvanized or plastic piping and eight average quality fixtures (kitchen sink, toilet, bathtub/shower stall, bathroom sink and water heater) are included in base price.

Heating: Heat pumps and package heat/air are included in base price.

Electrical: Adequate quality wiring, adequate number of electrical outlets and stock light fixtures.

Fireplaces: All fireplace components are considered an add-on.

Grade "D" Dwellings – Fair Quality

Fair quality homes are usually built in quantity for moderate income families using average to low cost materials and expense saving construction methods. Workmanship, finish work, and materials are usually slightly below average quality, however, they will normally meet local building codes of government and lending institutions. Attention to detail is limited on both interior and exterior finish work.

Base Specifications:

Foundation:	Brick or concrete block foundation walls, concrete footings with interior on perimeter piers.
Exterior Walls:	Walls can be brick veneer, stucco, vinyl, or frame siding. All exterior walls will be of average or below average quality materials and constructed with little attention to detail by experienced craftsmen. Walls will have minimum insulation and adequate openings (windows & doors).
Roof:	Light weight asphalt shingles or exterior grade plywood and rafters or pre-fab truss system. May have galvanized gutters and downspouts.
Interior Finish:	Drywall, inexpensive paneling or papered walls. Low cost hollow core or flat panel doors. Few cabinets and hardware, no built-ins, and little attention to detail paid to finish work.
Floors:	Wood sub-floor with low cost hardwood, tile or carpet coverings.
Plumbing:	Low cost tile floors and partially tiled or papered bathroom walls, and galvanized or plastic piping. Eight low cost fixtures (kitchen sink, toilet, bathtub/shower stall, bathroom sink and water heater) are included in base price.
Heating:	Heat pumps and package heat/air are included in base price.
Electrical:	Adequate quality wiring. Minimum number of electrical outlets and some low cost light fixtures.
Fireplaces:	All fireplace components are considered an add-on.

Grade "E" Dwellings – Low Quality

Low quality homes are constructed for low income families or as rental units using low cost materials, but are designed to meet minimum building codes. Interior and exterior finish is very plain with very little attention given to detail. Design is primarily for functional use and little else.

Base Specifications:

Foundation:	Concrete block foundation walls with minimum concrete footings and piers.
Exterior Walls:	Walls can be either frame siding, vinyl or concrete block. All walls will be of low cost quality materials, but will usually be constructed by craftsmen. Walls will have no insulation and minimum openings (windows & doors).
Roof:	Light weight asphalt shingles, roll or metal on exterior grade plywood and rafters or pre-fab truss systems.
Interior Finish:	Drywall, low cost paneling or papered walls. Lowest cost hollow core or flat panel doors. Few cabinets and hardware, no built-ins.
Floors:	Wood sub-floor with low cost asphalt tile.
Plumbing:	Low cost asphalt tile floors and bathroom walls, and galvanized, plastic, or black piping. Eight low cost fixtures (kitchen sink, toilet, bathtub/shower stall, bathroom sink and water heater) are included in base price.
Heating:	Heat pumps and package heat/air are included in base price.
Electrical:	Adequate quality wiring. Minimum electrical outlets and few low cost light fixtures.
Fireplaces:	All fireplace components are considered an add-on.

E. Additions and Outbuildings.

Many residential dwellings have attachments, such as a deck, porch, garage, etc. and the various types of attachments and are added to the dwelling/structure replacement cost value before depreciation is applied.

In addition, many residential or even commercial properties have detached buildings, such as a shed, storage building, garage, etc. These detached buildings/structures are part of the overall tax value

F. Residential Main Area Rates.

Typical residential structures that are valued as real property in Rowan County include, a single-family dwelling, doublewide manufactured home or singlewide manufactured home converted to real property, condominium, townhouse, garage apartments, guest house, and some duplex/triplex structures. Special conditions might cause one of these to be valued as something other than residential, however, the appraiser would evaluate those conditions on a one-to-one basis. Base building rates for these main area codes are as follows:

Residential Codes/Rates *			
Code	**Model**	**Description**	**Rate**
30	2	RP -MOBILE HOME	34.38
37	1	SINGLE FAMILY DWELLING	71.20
37	1	SINGLE FAMILY DWELLING	71.20
79	1	GUEST HOUSE 40 MA79W	71.20
80	1	HOUSE OVER GARAGE	71.20
37H	3	TRACK HOME	70.56
* Above rates are based on models shown below:			
	1	Base Square Footage	1,250
	2	Base Square Footage	1,600
	3	Base Square Footage	1,800

Addition Codes

Code	1st Flr Rate	Up Flr Rate	Description
A1	41.9	41.9	BRICK ADDITION
A10	30	30	ENCLOSED MASONRY PORCH
A11	45.3	45.3	FRAME ADDITION
A12	8.7	8.7	FRAME DECK
A13	19.2	19.2	FRAME GARAGE
A14	19.2	19.2	FRAME GARAGE
A15	20.7	20.7	FRAME/METAL STORAGE BLDG
A17	21.7	21.7	FULL SCREEN PORCH
A19	19.3	19.3	HALF SCREENED PORCH
A2	19.3	19.3	BRICK GARAGE
A20	10.7	10.7	MASONRY STOOP
A21	23.5	23.5	MASONRY STORAGE
A22	1	1	MEZZANINE FINISHED
A23	58	58	ABOVE AVG EXTERIOR FIN
A24	52	52	AVERAGE EXTERIOR FINISH
A25	2.5	2.5	PASSENGER ELEVATOR
A26	2	2	SLAB
A28	30	30	AVERAGE INTERIOR FINISH
A3	19.3	19.3	BRICK GARAGE
A30	24	24	FRAME PARTITIONING PER LF
A32	20	20	MASONRY WAREHOUSE
A33	26	26	MISCELLANEOUS STORAGE
A37	7	7	PATIO
A3A	19.9	19.9	GARAGE
A3B	19.9	19.9	GARAGE W/BONUS ROOM
A3C	30	30	GARAGE W/SHOP
A3D	40	40	GARAGE W/SHOP FIN AREA
A4	10	10	CANOPY (AC 04)
A41	30	30	FRAME GARAGE W/ATTIC
A42	31	31	FRAME GARAGE W/ATTIC
A43	31	31	BRICK GARAGE W/ATTIC
A44	30	30	BRICK GARAGE W/ATTIC
A4A	17	17	OUTDOOR CANOPY

Code	1st Flr Rate	Up Flr Rate	Description
A5	20	20	CARPORT
A51	4	4	LEAN-TO
A53	10	10	WAREHOUSING/STG UNHEATED
A5A	55	55	CARPORT W/UPPER LEVEL
A5B	30	30	CARPORT W/UPPER FLR
A6	17.6	17.6	COVERED PORCH
A6A	61	61	COV PORCH W/UPPER LEVEL
A6B	10.7	10.7	COVERED PORCH
A7	28		DOCK
A70	19.3	19.3	UNFIN UPPER FLR/BONUS RM
A76	48	48	CARPORT/GARAGE CONVERSION
A77	9	9	OPEN SHED - LEAN/TO
A8	29.1	29.1	ENCLOSED FRAME/METL PORCH
A9	68	68	ENCLOSED GLASS PORCH
A9A	80	80	SUNROOM
A9B	42	42	ENCLOSED PORCH
A9C	12	12	ENCLOSURE AROUND POOL
AC1	23.4	23.4	FRAME ADDN OVERRIDE
AC2	8	8	FRAME DECK
AC4	16	16	GARAGE - DIRT FLOOR
AC5	19.3	19.3	ENCLOSED VEHICLE STORAGE
AC6	32	32	WORKSHOP
AC7	30	30	BREEZEWAY
AC8	18	18	FULL SCREEN PORCH
ACB	7	7	PASSENGER ELEVATOR
ACH	18	18	ENCL PORCH/STORAGE
ACI	12	12	PATIO COVERED
ACK	48	48	GARAGE W/UPPER LEVEL
ACL	56	56	GARAGE W/UPPER LEVEL
ACM	64	64	GARAGE W/UPPER LEVEL
ACS	42	42	ADDITION/EXISTING STRUCT
AXA	12	12	FRAME DECK COVERED
AXB	15	15	SCREEN DECK
AXC	63	63	HALLWAY/ENTRY

Outbuilding Codes

Type/Code	Description	Rate
MS 01	Egg/Apple House	27.00
MS 02	Grain Bin	1.00
MS 0201	Grain Bin	5.00
MS 0202	Grain Bin	7.00
MS 03	Grain Elevator	5.00
MS 04	Granary/Crib	10.00
MS 05	Greenhouse	7.00
MS 0501	Greenhouse	8.50
MS 06	Hog Parlor	22.00
MS 07	Implement Shed	9.00
MS 07A	Implement Shed	3.00
MS 07B	Implement Shed	6.00
MS 08	Milk Parlor	35.00
MS 09	Poultry House	4.00
MS 0901	Poultry House	3.00
MS 10	Shed	15.00
MS 1001	Shed	8.00
MS 1002	Shed	20.00
MS 1003	Shed-Golf Cart Storage	20.00
MS 1004	Shed-Equipment Stg	18.00
MS 1005	Shed	10.00
MS 11	Shop	20.00
MS 1101	Shop	17.00
MS 1102	Shop	10.00
MS 1103	Shop	35.00
MS 1104	Shop-General Purpose	25.00
MS 1105	Shop	16.00
MS 12	Silo	24.00
MS 13	Stable	38.00
MS 14	Stock/Feed Barn	18.00
MS 1401	Stock/Feed Barn	10.00
MS 15	Storage Barn	13.00
MS 1501	Storage Barn	12.00
MS 1502	Storage Barn	6.00
MS 16	Tobacco Barn	10.00
MS 17	Horse Barn	40.00
MS 1701	Horse Barn	24.00
MS 1702	Horse Barn	55.00

Outbuilding Codes

Type/Code	Description	Rate
MS 1703	Horse Barn	18.00
MS 1704	Horse Barn	10.00
MS 18	Hay Barn	14.00
MS 1801	Hay Barn	7.00
MS 19	Dairy Barn	25.00
MS 20	Lounging Shed	6.00
MS 21	Pole Shed	9.00
MS 2101	Pole Shed	6.00
MS 2102	Pole Shed	12.00
MS 2103	Pole Shed	3.00
MS 22	Lean-To Shelter	5.00
MS 2201	Lean-To Shelter	4.00
MS 2202	Lean-To Shelter	8.00
MS 23	Gate	8.00
MS24	Fence	24.00
MS 2401	Fence-Vinyl Coated	40.00
MS 2402	Fence-Vinyl Coated-3 Rail	26.00
MS 2403	Fence-3 or 4 Rail	14.00
MS 25	Storage Building	15.00
MS 2501	Storage Building	25.00
MS 2502	Storage Building	54.00
MS 2503	Storage Building	38.00
MS 2504	Storage Building	14.00
MS 2505	Storage Building	6.00
MS 2506	Storage Building	10.00
MS 2507	Storage Building	9.00
MS 2508	Storage Building	20.00
MS 26	Carport	18.00
MS 2601	Carport	5.00
MS 2602	Carport/Canopy-Low Cost	2.00
MS 2603	Carport Apartment	50.00
MS 27	Carport Att/Detached	10.00
MS 2701	Carport Att/Detached	12.00
MS 28	Canopy	9.00
MS 2801	Canopy	5.00
MS 2802	Canopy	39.00
MS 2803	Canopy - Lumber Storage	20.00
MS 2804	Canopy - Lumber Storage	15.00

Outbuilding Codes

Type/Code	Description	Rate
MS 30	Garage - Detached	28.00
MS 3001	Garage - Detached	16.00
MS 3002	Garage - Detached	22.00
MS 3003	Garage - Detached	12.00
MS 3004	Garage - Detached	18.00
MS 3005	Garage - Detached	38.00
MS 3006	Garage -Det Metal/Frm	7.50
MS 31	Frame Gar w/Unf Attic	34.00
MS 3101	Det Gar w/Upper flr	20.00
MS 32	Frame Garage Apartmt	60.00
MS 3201	Frame Garage Apartmt	66.00
MS 3202	Frame Garage Apartmt	58.00
MS 3203	Frame Garage Apartmt	56.00
MS 3204	Frame Garage Apartmt	36.00
MS 33	Brick Gar w/Unf Attic	30.00
MS 3301	Det Brk Gar w/Upper Flr	42.00
MS 34	Brick Garage Apartment	62.00
MS 3401	Brk Det Gar w/Bonus Rm	62.00
MS 35	Swimming Pool/Conc	40.00
MS 3501	Swimming Pool-High Qty	52.00
MS 36	Swimming Pool/Vinyl	28.00
MS 3601	Swimming Pool-Comm	46.00
MS 3602	Swim Pool-Vinyl/High Qty	42.00
MS 37	Swimming Pool/Fibergl	28.00
MS 38	Bath House	60.00
MS 38A	Bath House	40.00
MS 39	Gazebo	20.00
MS 39A	Outdoor Living Area	10,000
MS 39B	Outdoor Living Area	25,000
MS 39C	Outdoor Living Area	35,000
MS 39D	Outdoor Living Area	50,000
MS 39E	Outdoor Living Area	75,000
MS 40	Tennis Court-Inc Ltg/Fenc	5.00
MS 41	Pers Prop Mobile Home	PP
MS 42	Attached Deck	10.00
MS 43	Mobile Home Hookup	Price
MS 4301	Mobile Home Hookup	4,300
MS 4302	Mobile Home Hookup	4,500

Outbuilding Codes

Type/Code	Description	Rate
MS 4303	Mobile Home Hookup	4,700
MS 4304	Mobile Home Hookup	4,900
MS 4305	Mobile Home Hookup	5,200
MS 4306	Mobile Home Hookup	5,500
MS 4307	Mobile Home Hookup	5,700
MS 4308	Mobile Home Hookup	5,900
MS 4309	Mobile Home Hookup	6,100
MS 4310	Mobile Home Hookup	7,000
MS 44	Mobile Home Attachment	20.00
MS 4401	Mobile Home Attachment	6.00
MS 4402	Mobile Home Attachment	10.00
MS 45	Camper Sites	3,000
MS 4501	Camper Sites	3,400
MS 4502	Camper Sites	4,000
MS 4503	Camper Sites	4,400
MS 46	Dwelling	Price
MS 47	Land Improvement	7,500
MS 47A	Commercial Well	500
MS 47B	Residential Well	4,500
MS 47C	Septic Easement-Res	7,500
MS 4701	Septic Only	3,000
MS 48	Misc Dwelling Attachment	10.00
MS 49	Pier/Float/Plank	25.00
MS 49A	Pier/Float/Plank	25.00
MS 50	Boat House/Shelter	36.00
MS 51	Reservoir	Price
MS 5101R	Reservoir	1.10
MS 5102	Reservoir	0.20
MS 52	Bleachers	Price
MS 5201	Bleachers	20.00
MS 53	Booth	40.00
MS 54	Field House	Price
MS 5401	Field House	10.00
MS 5402	Field House	40.00
MS 55	Tank	0.65
MS 56	Service Station Canopy	26.00
MS 57	Dock	17.00
MS 58	Guard House	200.00

Outbuilding Codes		
Type/Code	Description	Rate
MS 59	Lighting-single	1,100
MS 5901	Lighting-Double	2,100
MS 5902	Lighting-Triple	3,000
MS 5903	Lighting-Quad	3,900
MS 61	Self Service Booth	Price
MS 62	Golf Course-Kannapolis CC	138,500
MS 6201	Golf Course-Corbin Hills	53,000
MS 6202	Golf Course-McCanless	47,000
MS 6203	Golf Course-Rolling Hills	45,000
MS 6204	Golf Course-Foxwood	35,000
MS 6205	Golf Course-Minimum Pub	30,000
MS 6206	Golf Course-The Crescent	105,000
MS 6207	Golf Course-The Warrior	122,500
MS 6208	Golf Course-CC of Salisbury	140,500
MS 6209	Golf Practice Green	50,000
MS 6210	Golf Driving Range	60,000
MS 6211	Golf Course-Irish Creek	200,000
MS 63	Asphalt Paving	2.00
MS 6301	Impervious Asphalt	4.00
MS 64	Concrete Paving	3.75
MS 65	Parking Deck Per Space	11,000
MS 66	Railroad Siding	1.00
MS 67	Special Purpose Building	Price
MS 6701	Special Purpose Building	25.00
MS 6702	Special Purpose Building	Price
MS 6703	Special Purpose Building	114.00
MS 6704	Special Purpose Building	15.00
MS 6705	Special Purpose Building	38.00
MS 6706	Special Purpose Building	75.00
MS 6707	Spec Purpose/Fin Interior	30.00
MS 68	Industrial Stack	Price
MS 6801	Industrial Stack	25.00
MS 69	Mini Warehouse	4.00
MS 70	Airplane Hanger Bldg	12.00
MS 7001	Airplane Hanger Bldg	20.00
MS 7002	Airplane Hanger Bldg	30.00
MS 71	Addn to Existing Structure	Price
MS 72	Overhead Door	16.00

Outbuilding Codes		
Type/Code	Description	Rate
MS 7201	Overhead Door	22.50
MS 80	Grave Sites	500
MS 81	Crypts/Niches	5,500
MS 82	Cremation Building	57.00
MS 83	Edifices	1.00
MS 84	Misc Improvements	Price
MS 85	Mobile Classrooms	1.00
MS 99	Misc Storage Building	Price
MS 9901	Brownsfield Base Value	Price

RESIDENTIAL MAJOR IMPROVEMENT DEPRECIATION CODES and MISCELLANEOUS IMPROVEMENT DEPRECIATION TABLES

Marshall Valuation Service discusses the concept of depreciation as it relates to all types of structures. The definitions below are taken from the Marshall & Swift Residential Cost Handbook[16]. Furthermore, Marshall Valuation Service is recognized as a leader in the residential, commercial and industrial cost industry; and is used as a basis for most all types of properties in Rowan County.

Definitions

Depreciation is loss in value due to any cause. It is the difference between the market value of a structural improvement or piece of equipment and its reproduction or replacement cost as of the date of valuation. Depreciation is divided into three general categories, see below. If you properly consider all the pertinent factors, you should be able to reliably estimate depreciation.

Physical Depreciation is loss in value due to physical deterioration.

Physical Deterioration is the wearing out of the improvement through the combination of wear and tear of use, the effects of the aging process and physical decay, action of the elements, structural defects, etc.

Curable physical deterioration is generally associated with individual short-lived items such as paint, floor and roof covers, hot-water heaters, etc. requiring periodic replacement or renewal, or modification continuously over the normal life span of the improvement.

Incurable physical deterioration is generally associated with the residual group of long-lived items such as floor and roof structures, mechanical supply systems, foundations, etc. Such basic structural items are not normally replaced in a typical maintenance program and are usually incurable except through major reconstruction. The distinction here is whether or not such corrections would be justified, economically and/or practically, in view of the cost, time and value gain involved. Exceptions might be historical or landmark buildings or a component that threatens the integrity of the structure itself.

Functional Obsolescence is the perceived market reaction to under- or over-improvements in the utility or desirability of part or all of the improvement. This is divided into: *adequacies or deficiencies* and *superadequacies or excesses*. Again, the test as to when an item is curable or incurable is whether the capitalized gain or value added by correcting the obsolescence by replacement, remodel, addition or removal, is equal to or greater than the cost to cure as indicated in the market.

Inadequacies are some kind of building deficiency that does not meet current market expectations. Inadequate fixtures or ceiling insulation may be curable while a poor floor plan or tandem rooms may be incurable.

Superadequacies are those unwanted items which do not add value at least equal to their cost, notably special- or singular-purpose features for a particular user. Many

[16] Marshall & Swift/Boeckh LLC, June 2018 pp E1-7 – www.corelogiccom/marshallswift

super adequacies are incurable except where excess operating costs might make it economical to remove or replace the item.

When considering the extent of functional obsolescence, pay particular attention to the following indicators:

1. Design characteristics
2. Physical layout
3. Mechanical equipment
4. Site Assessment

Some of the external factors affecting the extent of functional obsolescence are:

5. Code Requirements
6. Fire Protection Requirements
7. Handicapped Requirements
8. Environmental
9. Weather extremes

External Obsolescence is a change in the value of a property, usually negative but can be an enhancement, caused by forces outside the property itself, and is not included in the depreciation tables. The type of property being evaluated, whether residential or commercial, will be impacted differently by these external forces. For example, it is desirable or advantageous for a manufacturing plant to be situated close to a railroad spur; conversely, it is a disadvantage for a residential property to be located close to that same spur. External obsolescence can be measured by market abstraction and capitalization of the imputed loss or gain to the improvements and the land.

When considering the extent of external obsolescence, pay particular attention to the following indicators in the immediate vicinity, marketing area or community as a whole:

1. Physical factors. Proximity of desirable or unattractive natural or artificial features or barriers, general neighborhood maturity, conformity, deterioration, rehabilitation or static character, etc.
2. Infrastructure. Highest and best use, quality, availability and source of utilities, public services, fire stations, staffed or volunteer, distance from hydrants, street improvements, traffic patterns, public transportation and shipping facilities, parking, retail, recreation, educational facilities, etc.
3. Economic. Demand/supply imbalance, saturation or monopoly, competition or alternatives, market share, industry or major plant relocation, employment development and growth patterns, availability of funds or terms, labor and materials, interest rates, vacancy, building rates, general inflation or deflation rates, length of time on market or lease up or absorption, zoning, land use, legal nonconformity, permit, taxing and assessment policies and bureaucracy or other limiting conditions or restrictions.

Effective Age of a property is its age as compared with other properties performing like functions. It is the actual age less the age which has been taken off by face-lifting, structural reconstruction, removal of functional inadequacies, modernization of equipment, etc. It is an age which reflects a true remaining life for the property,

taking into account the typical life expectancy of buildings or equipment of its class and its usage. It is a matter of judgment, taking all factors, current and those anticipated in the immediate future, into consideration. Determination of effective age on older structures may best be calculated by establishing a remaining life which, subtracted from a typical life expectancy will result in an appropriate effective age with which to work. Effective age can fluctuate year by year or remain somewhat stable in the absence of any major renewals or excessive deterioration.

Extended Life Expectancy is the increased life expectancy due to seasoning and proven ability to exist. Just as a person will have a total normal life expectancy at birth which increases as he grows older, so it is with structures and equipment.

Remaining Life is the normal remaining life expectation. It is the length of time the structure may be expected to continue to perform its function economically at the date of the appraisal. This does not imply a straight-line expiration, particularly for mortgage purposes, since normal recurring maintenance and renewal of replaceable items will continue to contribute toward an extended life expectancy. This extended life process is accomplished by use of effective age as the sliding scale and not by continually lengthening the typical life expectancy as the structure ages chronologically.

Percent Good equals 100% less the percentage of cost represented by depreciation. It is the present value of the structure or equipment at the time of appraisal, divided by its replacement cost.

These terms are used by appraisers to represent a physical condition of improvements, regardless of the actual age or date originally built. The physical life of most structures can be extended indefinitely if proper maintenance is applied when needed and short-lived components are replaced as necessary. This extended life cycle is well supported by the great number of existing homes today that were constructed well before the 1930's and 1940's. Re-sales of these same properties tend to validate this extended life theory after analyzing sales prices compared with more recent construction.

Based on the foregoing discussion and in keeping with the appraisal industry standards, the following depreciation tables are based on the effective age of structures being valued and not the actual or chronological age. Depreciation tables for classes of structures, including single-family, commercial, industrial, etc. will be based only on effective year built.

Residential Major Improvement
Depreciation Tables Based on Grade

Year	Age	A Grade D0	B Grade D1	C Grade D2	All D Grade but not D-10 D3	D-10 & All E Grade & DW D4	DW as Leasehold D5
		% Off	% Off	% Off	% Off	% Off	% Off
2018-19	1	1	1	1	5	5	3
2017	2	1	3	3.5	9	9.5	6
2016	3	1	5	6	13	14	9
2015	4	3.3	5	6	17	18.5	12
2014	5	3.3	6.5	8	18.75	20.5	15
2013	6	3.3	8	10	20.5	22.5	15
2012	7	4.4	9.5	12	22.25	24.5	17
2011	8	5.5	11	14	24	26.5	19
2010	9	6.6	12.5	14	25.75	28.5	21
2009	10	7.7	14	16	27.5	30.5	23
2008	11	8.9	15.5	18	29.25	32.5	25
2007	12	10	17	20	31	34.5	27
2006	13	11.1	18.5	22	32.5	36.1	29
2005	14	12.2	20	24	34	37.1	31
2004	15	13.3	21.5	26	35.5	39.3	33
2003	16	14.4	23	28	37	40.9	34
2002	17	15.9	24.5	30	38.5	42.5	35
2001	18	17.4	26	32	40	44.1	36
2000	19	18.9	27.5	34	41.5	45.7	37
1999	20	20.4	28.7	36	43	47.3	38
1998	21	21.9	29.9	37.5	44.5	48.9	39
1997	22	23.4	31.1	39	46	50.5	40
1996	23	24.9	32.3	40.5	47.2	51.8	41
1995	24	26.4	33.5	42	48.4	53.1	42
1994	25	27.9	34.7	43.5	49.6	54.4	43
1993	26	29.4	35.9	45	50.8	55.7	44
1992	27	30.9	37.1	46.5	51	57	45
1991	28	32.4	38.3	48	52.2	58.3	46
1990	29	33.9	39.5	49.5	53.4	59.6	47

Year	Age	A Grade D0	B Grade D1	C Grade D2	All D Grade but not D-10 D3	D-10 & All E Grade & DW D4	DW as Leasehold D5
		% Off	% Off	% Off	% Off	% Off	% Off
1989	30	35	40.7	50.5	54.6	60.9	48
1988	31	43	41.9	51.5	55.8	62.2	50
1987	32	44	43.1	52.5	57	63.5	52
1986	33	45	44.3	53.5	58	64.6	54
1985	34	46	45.5	55	59	65.7	56
1984	35	47	46.7	56	60	66.8	58
1983	36	48	47.9	57	61	67.9	60
1982	37	49	49.1	58	62	69	62
1981	38	50	50.3	59	63	70	64
1980	39	51	51.5	60	64	71	66
1979	40	52	52.7	61	65	72	66
1978	41	53	53.9	62	66	73	68
1977	42	54	55.1	63	67	74	68
1976	43	55	56.3	64	68	75	70
1975	44	56	57.5	65	69	76	70
1974	45	57	58.7	66	70	77	72
1973	46	58	59.9	67	71	78	72
1972	47	59	61.1	68	72	79	74
1971	48	60	62.3	69	73	80	74
1970	49	61	63.5	70	74	81	76
1969	50	62	64.5	71	75	82	76
1968	51	63	65.5	72	76	83	78
1967	52	64	66.5	73	77	84	80
1966	53	65	67.5	74	78	85	80
1965	54	66	68.5	75	79	85	80
1964	55	67	69.5	76	80	85	80
1963	56	68	70.5	77	80	85	80
1962	57	69	71.5	77.5	80	85	80
1961	58	70	72.5	77.5	80	85	80

Year	Age	A Grade D0	B Grade D1	C Grade D2	All D Grade but not D-10 D3	D-10 & All E Grade & DW D4	DW as Leasehold D5
		% Off	% Off	% Off	% Off	% Off	% Off
1960	59	70	75	77.5	80	85	80
1959	60	70	75	77.5	80	85	80
1958	61	70	75	77.5	80	85	80
1957	62	70	75	77.5	80	85	80
1956	63	70	75	77.5	80	85	80
1955	64	70	75	77.5	80	85	80
1954	65	70	75	77.5	80	85	80
1953	66	70	75	77.5	80	85	80
1952	67	70	75	77.5	80	85	80
1951	68	70	75	77.5	80	85	80
1950	69	70	75	77.5	80	85	80
1949	70	70	75	77.5	80	85	80
1948	71	70	75	77.5	80	85	80
1947	72	70	75	77.5	80	85	80
1946	73	70	75	77.5	80	85	80
1945	74	70	75	77.5	80	85	80
1944	75	70	75	77.5	80	85	80
1943	76	70	75	77.5	80	85	80
1942	77	70	75	77.5	80	85	80
1941	78	70	75	77.5	80	85	80
1940	79	70	75	77.5	80	85	80
1939	80	70	75	77.5	80	85	80
1938	81	70	75	77.5	80	85	80
1937	82	70	75	77.5	80	85	80
1936	83	70	75	77.5	80	85	80
1935	84	70	75	77.5	80	85	80
1934	85	70	75	77.5	80	85	80
1933	86	70	75	77.5	80	85	80
1932	87	70	75	77.5	80	85	80
1931	88	70	75	77.5	80	85	80
1930	89	70	75	77.5	80	85	80
1929	90	70	75	77.5	80	85	80
1928	91	70	75	77.5	80	85	80
	9999	70	75	77.5	80	85	80

Miscellaneous Improvement Depreciation Tables
Based on Age Life

Depreciation Tables Based on Age Life
Age Life - 15 Years
Code-01

Qty	Adj %
1	8
2	14
3	20
4	26
5	32
6	34
7	36
8	38
9	40
10	42
11	44
12	46
13	48
14	50
15	52
Max	75

Depreciation Tables Based on Age Life
Age Life - 25 Years
Code-02

Qty	Adj %	Qty	Adj %
1	4	17	56
2	8	18	59
3	12	19	62
4	16	20	65
5	20	21	68
6	23	22	71
7	26	23	74
8	29	24	75
9	32	25	75
10	35	26	75
11	38	27	75
12	41	28	75
13	44	29	80
14	47	30	80
15	50	Max	80
16	53		

Depreciation Tables Based on Age Life
Age Life - 40 Years
Code-03

Qty	Adj %	Qty	Adj %
1	2.5	21	41
2	5	22	42
3	7.5	23	43
4	10	24	44
5	12	25	45
6	14	26	46
7	16	27	47
8	18	28	48
9	20	29	49
10	22	30	50
11	24	31	52
12	26	32	54
13	28	33	56
14	30	34	58
15	32	35	60
16	38.5	36	63
17	35	37	66
18	36	38	69
19	38	39	72
20	39.5	Max	80

Depreciation Tables Based on Age Life
Age Life - 15 Years - Swimming Pools
Code-04

Qty	Adj %
1	10
2	20
3	26
4	32
5	38
6	44
7	50
8	55
9	60
10	65
11	70
12	75
13	80
14	85
15	90
Max	90

Depreciation Code 'D' is an override depreciation based on Appraiser's judgment.

Depreciation Code 'DX' generates no depreciation and uses the base rate for items such as mobile home park sites.

LAND APPRAISAL PROCEDURES

I. LAND VALUATION

The primary objective in appraising land in Rowan County is to estimate its true market value, as of a specific date. As a result of each land parcel being appraised at true market value, fairness and equity will be achieved.

Prior to beginning the appraisal process, a description of each parcel must be captured for use in the appraisal process. This information is available from tax office records as well as in recorded deeds. These descriptions are used in determining the best unit of comparison in assigning land values.

Units of comparison used in this revaluation could be, but are not limited to, the following: lots, sites, tracts, and acres. A further breakdown of these units of comparison to be used is: lots, building sites, site valued/priced parcels, front foot, square foot, and acres.

A suitable unit of comparison for land will be selected according to location, size, and current use of the subject property and will usually be shown as either front footage, square footage, acreage, lot or site value.

Unit front foot rates have been established after careful examination of available market data. A unit front foot rate will be based on one foot of frontage times the total length of front footage plus a depth factor equal to the average established in the community. The rate for parcels either longer or shorter than this average will be adjusted from the depth tables located in this manual. Excessive frontage factor (XF) is calculated based on an average parcel frontage in its neighborhood.

For parcels where no front footage, square footage, or acreage is provided and sizes cannot be determined, the appraiser will then use his or her best judgment in affixing a site value to these lots.

	Land Rate Types	
AC	Acres	
FF	Front Foot	
LT	Lots	
SF	Square Foot	
LU	Present-Use	

Rural and Urban Rates Per Front Foot

Poor	$ 5	to	$ 75
Fair	$ 20	to	$ 200
Average	$ 40	to	$ 350
Good	$ 75	to	$ 450
Excellent	$ 100	to	$ 1,200
Resort	$ 150	to	$ 4,000

Residual Acreage Rates (Non-building Site)*

Poor	$ 1,000	to	$ 10,000
Fair	$ 4,000	to	$ 24,000
Average	$ 8,000	to	$ 48,000
Good	$15,000	to	$ 88,000
Excellent	$20,000	to	$225,000
Resort	$30,000	to	$750,000

Building Site and Residual Lot Rates

Poor	$ 1,000	to	$ 10,000
Fair	$ 4,000	to	$ 60,000
Average	$ 8,000	to	$125,000
Good	$15,000	to	$225,000
Excellent	$20,000	to	$350,000
Resort	$30,000	to	$750,000

*Note: Residual acreage rates as shown above refers to a "net per acre" price after any adjustments are given.

Building site rates refer to a 'net per acre' rate and residual lot values refer to a per lot value.

Corner influence value as relates to residential property has no more significant influence than the mid-block location. At various times in past appraisal practices, corner lots would enhance the value of a particular lot due to access, use, etc. However, on today's market, the typical buyer appears to seek the privacy of a mid-block (interior) lot.

Corner influence value in commercial appraisals represents the additional value in land attributable to the use of corner lots over and above the value of land otherwise comparable interior lot. The individual merits of each corner location will dictate the amount of corner influence value. The architectural style of the improvement, the type of occupancy, the extent of side street accessibility to main operating floors, the patterns of vehicular and pedestrian traffic, and size and type of side street store fronts and window displays are some of the factors which are to be considered in making an appraisal of some specific corner properties.

The appraiser must use his own judgment in determining the actual accumulated affect upon a particular corner lot by considering the above factors. The range of this affect will fall between 0% and 100%, but seldom reaching either extreme.

Rear and side alley influence is determined in basically the same manner as the corner influence value. It allows for accessibility to the store from different entrances and allows for convenience through off-street parking and access.

II. COMMERCIAL – INDUSTRIAL LAND SCHEDULE

Commercial

	Front Foot	Square Foot	Acreage
Poor	$ 10 to $ 225	$ .05 to $ 2.25	$ 2,000 to $ 55,000
Fair	$ 60 to $ 600	$.25 to $ 5.70	$11,000 to $ 115,000
Average	$100 to $1,200	$ .50 to $ 7.50	$22,000 to $ 300,000
Good	$150 to $2,000	$ .70 to $15.00	$31,000 to $ 750,000
Excellent	$250 to $5,000	$1.20 to $30.00	$52,500 to $1,500,000

Industrial

	Front Foot	Square Foot	Acreage
Poor	$10 to $ 75	$.05 to $ .35	$ 2,000 to $ 15,000
Fair	$ 20 to $ 90	$ .10 to $ .40	$ 4,400 to $ 17,500
Average	$ 35 to $ 200	$ .15 to $ .90	$ 6,500 to $ 39,000
Good	$ 60 to $ 500	$ .27 to $2.25	$12,000 to $100,000
Excellent	$ 90 to $ 700	$ .40 to $3.10	$17,500 to $150,000

Note: When appraising rural commercials, the appraiser may elect to use the rural land pricing schedule in lieu of a front foot price.

III. VALUATION of RURAL and ACREAGE PROPERTIES

Recent sales of rural and acreage properties within the community will be used to determine average prices for the various neighborhoods or areas of the county. These sales will be verified for accuracy. They will then be analyzed to determine how much affect the various physical, social, and economic characteristics of each property have on the overall sales price. After this work has been completed, these sales will form the basis for establishing base prices throughout the community.

IV. FACTORS DETERMINING BASE ACREAGE RATES for ROWAN COUNTY

A. LOCATION OF PROPERTY
   1. Relation of tract to rural farming areas, urban or commercial and industrial development areas.
   2. Proximity and access to recreational areas.
   3. Accessibility of roads and highways.
   4. Proximity to cities and towns or known growth areas.
   5. Overall desirability.
   6. Local zoning ordinances.
   7. Availability of water power and water privileges.

B. LAND CHARACTERISTICS
   1. Physical characteristics
      a. Remaining acreage
      b. Special purpose land (building site, right-of-way, etc.)
      c. Quality of soil
      d. Mineral, quarry, or other valuable deposits.

2. Economic characteristics
    a. past income
    b. probable future income

C. SIZE AND SHAPE OF TRACT
1. Small tracts - 0.01 to 20.0 acres
2. Medium tracts - 20.01 to 50.0 acres
3. Large tracts - 50.01 acres and above

D. MARKET VALUES
1. Arms-length sales of comparable properties.
2. Highest and best use.
3. Supply and demand.

E. SCHEDULE OF VALUES - URBAN OR DEVELOPMENT AREAS:
1. Small tracts, out from towns with good roads within an average development area: $200 to $50,000 average base rate.
2. Medium tracts, out from town with good roads within an average development area: $100 to $40,000 average base rate.
3. Large tracts, out from town and major highways, within an average development area: $100 to $35,000 average base rate.
4. Small tracts, near town and major highways with a good development area: $300 to $150,000 average base rate.
5. Medium tracts, near town and major highways with a good development area: $200 to $125,000 average base rate.
6. Large tracts, near town and major highways, with a good development area: $100 to $110,000 average base rate.

F. SCHEDULE OF VALUES - RURAL FARMING OR LOW DEVELOPMENT AREA:
1. Small tracts, no relative convenience to towns, few roads, minimum or no development, farm or woodland, poor to good soil quality: $250 to $40,000 average base rate.
2. Medium tracts, no relative convenience to towns, few roads, minimum or no development, farm or woodland, poor to good soil quality: $200 to $30,000 average base rate.
3. Large tracts, no relative convenience to towns, few roads, minimum or no development, farm or woodland, poor to good soil quality: $200 to $25,000 average base rate.
4. Small tracts, no relative convenience to towns, average roads, minimum or little development, farm or woodland, poor to good soil quality: $250 to $30,000 average base rate.
5. Medium tracts, no relative convenience to towns, average roads, minimum or little development, farm or woodland, poor to good soil quality: $200 to $25,000 average base rate.
6. Large tracts, no relative convenience to towns, average roads, minimum or little development, farm or woodland, poor to good soil quality: $200 to $20,000 average base rate.
7. Small tracts, near town with adequate roads, some development, farm or woodland, poor to good soil quality: $250 to $50,000 average base rate.

8. Medium tracts, near town with adequate roads, some development, farm or woodland, poor to good soil quality: $200 to $40,000 average base rate.
9. Large tracts, near town with adequate roads, some development, farm or woodland, poor to good soil quality: $200 to $30,000 average base rate.

G. SCHEDULE OF VALUES - PONDS AND LAKES - CLASSIFIED AS REMAINING ACRES:

1. Individual appraiser's discretion will be used to determine the usefulness and desirability for all ponds and lakes and then make whatever adjustments, if any, to the average acreage price.

H. SCHEDULE OF VALUES - EASEMENTS AND RIGHT-OF-WAY CONSIDERATIONS:

1. Individual appraiser's discretion will be used when determining damages resulting from the taking of property to be used as "right-of-ways" and "easements." The appraiser must attempt to recognize, at least, the most obvious limitations of uses to which the property may be adapted, and then make whatever adjustments, if any, to the average acreage price.

I. SCHEDULE OF VALUES - ALL OTHER FACTORS INDICATING VALUE:

1. When making value estimates based on all factors contained in this section, the appraiser will use his best judgment to determine any adjustments that may be made to area base rates.

V. TYPES OF LAND ADJUSTMENTS

The foregoing base land rates may be adjusted positively or negatively by factors affecting real estate value. Some types of conditions that would form the basis for adjustments to land are: tract size, road frontage, topography, rights-of-way, accessibility, shape, and percolation ability, just to mention a few. If additional factors affecting land value are determined, they will be recognized in the appraisal process. While tract size, road front footage, type of road surface and property access adjustments are typically table driven, other adjustments need to be assigned based on individual parcels.

Table-driven land adjustments, such as tract size, road frontage, depth, excessive road frontage, access (location), etc. are shown below:

Location Adjustment Table

Code	Description	Code	Adj - % Good
AP	Acres-Public Rd	4	100
AD	Acres-Public Unpaved Rd	3	85
AN	Acres-Right-of-Way (ROW)	2	85
AR	Acres-No Established ROW	1	60
BP	Bldg Site - Paved Rd	4	100
BD	Bldg Site - Unpaved Rd	3	90

BN	Bldg Site - Private ROW	2	90
BR	Bldg Site-No Estab ROW	1	60
FP	Front Foot-Paved Road	4	100
FD	Front Foot-Unpaved Rd	3	80
FN	Front Foot-Private ROW	2	80
FR	Front Foot-No Estab ROW	1	60
LP	Lot Price - Paved Road	4	100
LD	Lot Price - Unpaved Road	3	85
LN	Lot Price - Established ROW	2	85
LR	Lot Price - No Estab ROW	1	60
SP	Square Foot-Paved Road	4	100
SD	Square Foot-Unpaved Road	3	90
SN	Square Foot-Established ROW	2	90
SR	Square Foot-No Estab ROW	1	60
99	Special - No Location Adj		100

Land Pricing – Front Foot Depth Adjustment Factors

Front Foot - Depth Adjustment Factors Code - DP					
Qty	Adj %	Qty	Adj %	Qty	Adj %
5	8	105	84	210	111
10	15	110	86	220	112
15	22	115	88	230	113
20	28	120	90	240	114
25	34	125	92	250	115
30	39	130	94	260	116
35	43	135	96	270	116
40	48	140	98	280	117
45	52	145	100	290	117
50	56	150	101	300	118
55	59	155	102	320	119
60	62	160	103	340	120
65	65	165	104	360	121
70	68	170	104	380	122
75	70	175	105	400	123
80	72	180	106	999999	124
85	75	185	107	Max	124
90	78	190	108		
95	80	195	109		
100	82	200	110		

Front Foot Pricing Cont'd.

Front Foot - Excessive Frontage Factors Code - XF					
Qty	Adj %	Qty	Adj %	Qty	Adj %
1	100	135	90	350	67
75	100	140	88	375	65.5
80	100	150	86	400	64
85	100	160	84	450	63
90	100	170	82	500	62
95	100	180	80	600	61
100	100	190	78	999999	60
105	98.5	200	76		
110	97	225	74.5		
115	95.5	250	73		
120	94	275	71.5		
125	92.5	300	70		
130	91	325	68.5		

Lot Pricing - Code UD - Undeveloped Adjustment is .85 remaining good.

Acreage Size & Access Adjustment Factors
Codes SA thru SR

Acreage – Size & Access Adjustment Factors for Nonbuilding Site Code - SA - Paved Road								
Qty		Adj %	Qty		Adj %	Qty		Adj %
From	To		From	To		From	To	
0.001	0.139	100	10.000	10.499	105	70.000	74.999	88.000
0.140	0.499	165	10.500	13.499	100	75.000	79.999	87.000
0.500	0.749	160	13.500	16.499	99	80.000	84.999	86.000
0.750	0.999	155	16.500	19.999	98	85.000	89.999	85.000
1.000	1.999	150	20.000	23.999	97	90.000	99.999	84.000
2.000	2.999	145	24.000	28.999	96	100.000	119.999	83.000
3.000	3.999	140	29.000	34.999	95	120.000	139.999	82.000
4.000	4.999	135	35.000	37.999	94	140.000	159.999	81.000
5.000	5.999	130	38.000	40.999	93	160.000	189.999	80.000
6.000	6.999	125	41.000	46.999	92	190.000	219.999	79.000
7.000	7.999	120	47.000	54.999	91	220.000	259.999	78.000
8.000	8.999	115	55.000	64.999	90	260.000	299.999	77.000
9.000	9.999	110	65.000	69.999	89	300.000	399.999	76.000
						400.000	999.999	75.000
						1,000.000	9,999.999	75.000

Acreage Land Pricing – Cont'd.

Acreage – Size & Access Adjustment Factors for Nonbuilding Site								Code SD - Dirt road
Qty		Adj %	Qty		Adj %	Qty		Adj %
From	To		From	To		From	To	
0.001	0.139	100	10.000	10.499	105	70.000	74.999	88.000
0.140	0.499	165	10.500	13.499	100	75.000	79.999	87.000
0.500	0.749	160	13.500	16.499	99	80.000	84.999	86.000
0.750	0.999	155	16.500	19.999	98	85.000	89.999	85.000
1.000	1.999	150	20.000	23.999	97	90.000	99.999	84.000
2.000	2.999	145	24.000	28.999	96	100.000	119.999	83.000
3.000	3.999	140	29.000	34.999	95	120.000	139.999	82.000
4.000	4.999	135	35.000	37.999	94	140.000	159.999	81.000
5.000	5.999	130	38.000	40.999	93	160.000	189.999	80.000
6.000	6.999	125	41.000	46.999	92	190.000	219.999	79.000
7.000	7.999	120	47.000	54.999	91	220.000	259.999	78.000
8.000	8.999	115	55.000	64.999	90	260.000	299.999	77.000
9.000	9.999	110	65.000	69.999	89	300.000	399.999	76.000
						400.000	999.999	75.000
						1,000.000	9,999.999	75.000

Acreage Land Pricing – Cont'd.

Acreage – Size & Access Adjustment Factors for Nonbuilding Site Code - SN - Right-of-Way Access								
Qty		Adj %	Qty		Adj %	Qty		Adj %
From	To		From	To		From	To	
0.001	0.139	100	10.000	10.499	105	70.000	74.999	88.000
0.140	0.499	165	10.500	13.499	100	75.000	79.999	87.000
0.500	0.749	160	13.500	16.499	99	80.000	84.999	86.000
0.750	0.999	155	16.500	19.999	98	85.000	89.999	85.000
1.000	1.999	150	20.000	23.999	97	90.000	99.999	84.000
2.000	2.999	145	24.000	28.999	96	100.000	119.999	83.000
3.000	3.999	140	29.000	34.999	95	120.000	139.999	82.000
4.000	4.999	135	35.000	37.999	94	140.000	159.999	81.000
5.000	5.999	130	38.000	40.999	93	160.000	189.999	80.000
6.000	6.999	125	41.000	46.999	92	190.000	219.999	79.000
7.000	7.999	120	47.000	54.999	91	220.000	259.999	78.000
8.000	8.999	115	55.000	64.999	90	260.000	299.999	77.000
9.000	9.999	110	65.000	69.999	89	300.000	399.999	76.000
						400.000	999.999	75.000
						1,000.000	9,999.999	75.000

Acreage Land Pricing – Cont'd.

Acreage – Size & Access Adjustment Factors for Nonbuilding Site Code - SR - No Stated Right-of-Way Access								
Qty		Adj %	Qty		Adj %	Qty		Adj %
From	To		From	To		From	To	
0.001	0.139	100	10.000	10.499	105	70.000	74.999	88.000
0.140	0.499	165	10.500	13.499	100	75.000	79.999	87.000
0.500	0.749	160	13.500	16.499	99	80.000	84.999	86.000
0.750	0.999	155	16.500	19.999	98	85.000	89.999	85.000
1.000	1.999	150	20.000	23.999	97	90.000	99.999	84.000
2.000	2.999	145	24.000	28.999	96	100.000	119.999	83.000
3.000	3.999	140	29.000	34.999	95	120.000	139.999	82.000
4.000	4.999	135	35.000	37.999	94	140.000	159.999	81.000
5.000	5.999	130	38.000	40.999	93	160.000	189.999	80.000
6.000	6.999	125	41.000	46.999	92	190.000	219.999	79.000
7.000	7.999	120	47.000	54.999	91	220.000	259.999	78.000
8.000	8.999	115	55.000	64.999	90	260.000	299.999	77.000
9.000	9.999	110	65.000	69.999	89	300.000	399.999	76.000
						400.000	999.999	75.000
						1,000.000	9,999.999	75.000

Building Site Small Acreage Adjustment Tables

Code - BSA - Paved Road							
Qty	Adj %	Qty	Adj %	Qty	Adj %	Qty	Adj %
0.001	400	0.360	210	0.620	139	0.880	109
0.100	400	0.380	200	0.640	136	0.900	107
0.140	380	0.400	190	0.660	133	0.920	105
0.160	350	0.420	180	0.680	130	0.940	103
0.180	325	0.440	172	0.700	128	0.950	103
0.200	300	0.460	168	0.720	126	0.960	102
0.220	290	0.480	164	0.740	123	0.970	102
0.240	270	0.500	160	0.760	121	0.980	101
0.260	260	0.520	156	0.780	118	0.990	101
0.280	250	0.540	152	0.800	116	1.000	100
0.300	240	0.560	148	0.820	114	50.000	100
0.320	230	0.580	145	0.840	112		
0.340	220	0.600	142	0.860	111		

Code - BSD - Dirt Road							
Qty	Adj %	Qty	Adj %	Qty	Adj %	Qty	Adj %
0.001	350	0.360	196	0.620	129	0.880	102
0.100	350	0.380	186	0.640	126	0.900	100
0.140	350	0.400	176	0.660	123	0.920	99
0.160	325	0.420	166	0.680	120	0.940	97
0.180	305	0.440	158	0.700	118	0.960	96
0.200	276	0.460	154	0.720	116	0.980	95
0.220	266	0.480	150	0.740	114	1.000	94
0.240	256	0.500	147	0.760	112	50.000	94
0.260	246	0.520	144	0.780	110		
0.280	236	0.540	141	0.800	108		
0.300	226	0.560	138	0.820	106		
0.320	216	0.580	135	0.840	105		
0.340	206	0.600	132	0.860	103		

Building Site Small Acreage Cont'd.

Code - BSN - Right-of-Way							
Qty	Adj %	Qty	Adj %	Qty	Adj %	Qty	Adj %
0.001	330	0.360	184	0.620	123	0.880	100
0.100	330	0.380	174	0.640	120	0.900	98
0.140	330	0.400	164	0.660	118	0.920	97
0.160	310	0.420	156	0.680	116	0.940	95
0.180	290	0.440	148	0.700	114	0.960	94
0.200	264	0.460	144	0.720	112	0.980	93
0.220	254	0.480	140	0.740	110	1.000	92
0.240	244	0.500	137	0.760	109	50.000	92
0.260	234	0.520	134	0.780	107		
0.280	224	0.540	132	0.800	105		
0.300	214	0.560	130	0.820	103		
0.320	204	0.580	128	0.840	102		
0.340	194	0.600	126	0.860	101		

Code - BSR - No Stated Right-of-Way							
Qty	Adj %	Qty	Adj %	Qty	Adj %	Qty	Adj %
0.001	320	0.360	174	0.620	118	0.880	95
0.100	320	0.380	164	0.640	115	0.900	94
0.140	320	0.400	154	0.660	113	0.920	93
0.160	300	0.420	148	0.680	110	0.940	91
0.180	280	0.440	142	0.700	109	0.960	90
0.200	254	0.460	138	0.720	107	0.980	89
0.220	244	0.480	134	0.740	105	1.000	88
0.240	234	0.500	131	0.760	104	50.000	88
0.260	224	0.520	128	0.780	102		
0.280	212	0.540	126	0.800	100		
0.300	204	0.560	124	0.820	98		
0.320	194	0.580	122	0.840	97		
0.340	184	0.600	121	0.860	96		

Other Types of Adjustments Assigned by Appraisers:

Non-percolation adjustments will be a negative sixty percent (60%). This adjustment will be applied to parcels that have been identified as potential building sites (those priced on a front footage, lot value, or square foot basis). The adjustment does not apply to any land segment which is classified with an 'O' or 'W.' Only those land segments with a 'B' or 'U' classification that have been identified as having a higher and better use other than rural acreage will receive consideration for a non-percolation adjustment.

Topography, right-of-way, corner influence, shape, etc.: Adjustments will be assigned based on individual property characteristics.

Non-buildable or substandard Property: Adjustment for parcels that are verified by municipal or county building ordinances, restrictions or codes as being non-buildable or substandard, and the tax office has valued as though buildable or meets the municipal or county building ordinances, restrictions or codes, will receive a negative sixty percent (60%) adjustment for that portion that is non-buildable or substandard and cannot receive a permit for construction of a major improvement.

Cell Towers: Real property (land) that has been leased to (or encumbered by) a cell/broadcasting or radio tower company will be priced based on the type of tower and total amount of land typically encumbered. Minimum standard for towers is as follows: Land with a cell/broadcast tower will be priced at $50,000 for an area that is typically a quarter of an acre (.25). Land with a radio tower will be priced at $100,000 for an area that is typically a quarter of an acre (.25). The cell tower and associating equipment is considered business personal property and must be listed as such.

Real Property Affected by Railroad Taking; Easements, Temporary or Permanent, etc.: Rowan County is part of the North Carolina Department of Transportation (NCDOT) Rail Division's Piedmont Improvement Program (PIP) that is expanding its rail track and constructing approximately eleven miles of second track along the North Carolina Railroad (NCRR) in Rowan County. Per NCDOT, a second track will allow trains to pass more frequently, reducing congestion, increasing capacity and reliability, and decreasing travel time between Raleigh and Charlotte. Additionally, the work will involve upgrading some railroad crossings and permanently closing others, extending Kimball Road from Main Street to Center Avenue, and constructing a bridge carrying the NCRR tracks over Kimball Road. The project limits extend along U.S. 29 from Airport Road in Salisbury to 18th Street in Kannapolis. Our office will consider each appeal or discussion with the property owner on a case-by-case basis. Any and all written information provided to the property owner must be provided to our office in order for our staff to render any consideration or conclusion as to value. The project began 2013 and is expected to be completed by 2017.

Duke Energy Power line & Gas Pipeline Easements: Real property that is shown to have a negative affect by one or more of these easements and is priced on a per acre basis, can be adjusted to reflect a 'price per acre' of $2,200 per acre or as deemed appropriate by staff appraiser. Proof of a negative effect must be in writing and by an expert.

100-Year Flood plain or Flood way: Rowan County's most recent FEMA maps are dated June 16, 2009. These FEMA maps provide the legal and expert authority on property that is located in a one hundred year flood way or plain. Properties that are zoned residential or rural will be priced at $1,500 per acre. Properties that have a commercial or industrial type zoning (any zoning other than residential or rural) will be priced at fifteen thousand dollars ($15,000) per acre or as deemed appropriate by staff appraiser. Written documentation (from zoning authorities where property is located) providing proof that property cannot be built on must be provided by property owner at time of appeal for any type zoned property.

Cemeteries are valued for the 'unsold' areas or structures by appraisal staff.

VI. LAND PRICING INSTRUCTIONS

GENERAL EXPLANATION: There are three basic classifications to consider when pricing rural land:

1. Building site
2. Residual/Undeveloped/Potential Building Site
3. Remaining Acres
    a. Open-agricultural
    b. Woodland
    c. Land unsuitable for use under present conditions

PROCEDURE:

Classifications: Enter the number of acres of each class in the space provided. If the base rates are not table-driven, enter a base rate. If any adjustments are necessary, place them in the factor field.

Building Site: Tracts that have up to 1.25 total acres. For each occupied improvement, at least one acre should accompany it when used with residential or rural properties or whatever acreage is determined by the appraiser. For commercial and industrial building sites, a staff appraiser will determine the number of acres in the allowable building site.

Agricultural/Forestry: Classified as remaining acres.

Undeveloped/Residential Land: To be used for all properties as residual or undeveloped land. Generally, will be considered as road front when used with rural properties.

Non-productive: Cannot be used feasibly in an economic manner. Classified as remaining acres and assign appropriate adjustment(s), if necessary.

Land Improvement - Water and Sewer: The availability of water and sewer to an

individual parcel of land will be priced at $7,500 (itemized as $4,500 for the water and $3,000 for the sewer). Singlewide manufactured homes located outside any established mobile home park will be assessed with a land improvement charge of $7,500 which is the value of the availability of water and sewer to the site for use by the singlewide manufactured home as outlined above.

Solar Farm: Classified and valued on a case-by-case basis. Written documentation provided to property owner along with any contractual document(s) or lease agreement signed by property owner shall be provided to the tax office for their review and consideration in valuing the property.

Conservation Easements: Land that participates in a conservation easement typically through the Land Trust of North Carolina shall be priced at $3,500 per acre. Verification of this process is the conservation easement itself having been recorded in the Rowan County Register of Deeds office and made effective for tax purposes the following January 1st.

2019 Present-Use Schedule

Woodland/Forestry $220
This category includes all acreage other than horticultural, open or pasture.

Pasture $530
This category includes pasture land which is currently properly fenced and is used for livestock grazing. Horses or other recreational animals will not be included in present-use program unless approved by the Tax Administration Department.

Agricultural $600
This category includes all land used or may be conveniently used for grazing, row crops, and grass land.

Horticultural $940
This category includes land used or best suited to horticultural use, such as tomatoes, strawberries, etc.

- Value for woodland/forestry is capitalized at nine percent (9%)[17].
- Values for pasture, open and horticulture are capitalized at six and one-half percent (6.5%)[18].
- 'Present-Use' building site rates will be the same as 'market value' building site rates.
- The present-use values shown on this page are weighted averages based on rental rates for all classes of land in MLRA 136 Piedmont of the 2019 Use –Value Manual for agricultural, horticulture and forestland as published by the North Carolina Department of Revenue. All land in present-use valuation will be considered by using the information shown above.
- At this time Rowan County does not have the capability to use digitized soils directly through its computer system for mass appraisal. However, if a property owner can provide a detailed soil analysis of their property to the Tax Administrator it will be considered. For those cases where detailed soils for an individual parcel are provided, the county will not use the pricing schedule outlined above, but will implement the values as outlined in the *2019 Use-Value Manual for the Agricultural, Horticultural and Forest Land,* which is the recommendation of the Use-Value Advisory Board published by the N.C. Department of Revenue (see addendum).

[17] NCGS 105-277.7 of the North Carolina Machinery Act, 2017 Edition, p.73
[18] NCGS 105-277.7 of the North Carolina Machinery Act, 2017 Edition, p.73

SALES UTILIZATION
And
VERIFICATION

I. INTRODUCTION

Sales collection and verification is the single most important activity in the appraiser's office. There is no other activity necessary to the appraisal process as the meticulous and regimented collection of sales data. Ultimately, all valuation approaches rely upon the analysis of valid, qualified sales in order to properly value a subject property.

North Carolina statute 105.284[19] requires that all property be assessed for taxation at its true value or use value as determined under G.S. 105-283 or G.S. 105-277.6[20] and taxes levied by all counties and municipalities shall be levied uniformly on assessments determined in accordance with this section.

The premise of any mass appraisal system is that regardless of the appraisal approach used to value property, the analysis of properties that have sold is necessary in order to do the following:

1) Develop regression equations
2) Set cost/market base rates
3) Determine depreciation schedules
4) Determine income capitalization or discount rates

Without sales, the appraiser has to depend on the cost and income approaches to base his/her decision, therefore you need valid sales data to support the cost approach. Rowan County's property record card display of property characteristics (for structures) is based on replacement cost new less depreciation to give a depreciated value for the building plus land value for a total value of both land and building(s).

All sales data used is available from the Rowan County Register of Deeds office whether it was property that was listed for sale and sold by a realtor or properties that were for sale by owner. Any transfer of ownership (other than by will, estates, or property settlement) is recorded in the register of deeds office.

II. STEPS IN QUALIFICATION

All sales must be checked or qualified to verify that an 'arms length' transaction has taken place and that the sales price, date of sale, property information/characteristics is correct. Further analysis and determination of the rights and benefits of property ownership that were transferred and whether or not any personal property was included in the sales transaction and, if so, was any monetary value assigned to the personal property.

[19] NCGS 105-284 of the Machinery Act of North Carolina, 2017 Edition, pp. 119-122
[20] NCGS 105-277.6 of the Machinery Act of North Carolina, 2017 Edition, p. 71

The initial step in the sales qualification process begins with the North Carolina Department of Revenue's sales ratio reports that are submitted quarterly. NCDOR sends an electronic random list of deed book and pages of documents from the register of deeds office to begin the process. A copy of the sales ratio letter mailed to property owners who have purchased property is shown below:

Rowan County Assessor's Office
402 North Main Street • Salisbury, NC 28144-4341
Telephone 704-216-8586 FAX 704-642-2050

July 15, 2014

Name _____

Address _____

City, State Zip _____

Location:
Parcel ID:
Sales Date:
Deed Ref:
Stamps:

Congratulations on your recent purchase of real property. Please contact our real estate department at 704-216-8586 if you have any questions regarding your recent purchase.

In turn, we need your help. North Carolina law requires that each county conduct a sales assessment ratio study in order to measure the sales price of real property in relation to the county's assessed value. The answers to these questions are **strictly confidential and not open to public inspection.** Please confirm the information below and return this request within ten (10) days from the above date. We have enclosed a self-addressed envelope for your convenience.

As a result of the high volume of distressed sales, was the reason for your recent purchase due to (check one that most applies):

____ Short sale (bank approved)
____ Foreclosure or Pre-foreclosure
____ Auction
____ Family or relative transfer
____ Fair market value – please give sales price - $_____
____ Bankruptcy
____ Estate Sale
____ Divorce
____ Other_____

1. Is this your ____ primary residence ____rental ____ other ____?
2. Was the property listed for sale by ____ realtor ____bank ____ owner?
3. If for sale by owner, what was the asking price based on? _____
_____
4. Was house in need of repair at time of purchase? If so, please describe:
_____
_____
5. Will you make the necessary repairs prior to selling? ____yes ____ no

DEED EDIT SHEET

CODE REASONS FOR REJECTION:

A. The transaction includes the conveyance of two (2) or more parcels.

B. Sales for which the improvements sold are not included in the tax assessment or the assessment included improvements built after the sale.

C. Deed shows $6.00* or less in revenue stamps. *Transaction is for $3,000 or less.

D. The date the deed was made, entered or notarized is outside the dates of the study period. (The study period runs from January 1 to December 31.)

E. The transaction is between relatives or related businesses.

F. The grantor is only conveying an undivided or fractional interest to the grantee.

G. The deed reserves until the grantor, a life estate or some other interest.

H. The deed reserves unto the grantor the possession of, or lease of, the property for specified period following the sale.

I. One or both of the parties involved in the transaction is governmental, a public ,utility , lending institution, or a relocation firm.

J. The deed conveys a cemetery lot or other tax exempt property.

K. One or both of the parties involved in the transaction is a church, school, lodge, or some other educational organization.

M. The deed indicates that the property conveyed is situated in more than one county.

N. The transaction is for minerals, timber, etc. or the rights to mine or cut same.

O. The transaction includes the conveyance of personal property, and the value of such is not specified separate from the real property value in the deed.

P. The transaction is the result of a forced sale or auction.

Q. Transaction made by the use of a Contract for Deed, the agreement for which is executed and sale actually made prior to the study.

R. The transaction involves the trade or exchange of real property.

S. The transaction is for real property which cannot be clearly identified on the county tax records.

X. Other (An explanation must be provided when this code is used).

Z. To use when $1 is put in the Assessed Value (for use of Access Database only).

Only those valid sales transactions as verified using the 'codes for rejection' in the current NCDOR Sales Ratio Workshop power point are used by the assessor's office in establishing values for use in the 2019 countywide reappraisal.

Commercial/Industrial Section

Introduction

The logical starting point in the appraisal of a commercial property, as with other types of properties, is the determination of the replacement cost new of its improvements. This section of the manual concerns itself with pricing techniques and the procedures for applying pricing schedules and cost tables to various types of improvements in order to arrive at an estimate of the cost of replacing them. As with many types of property, the replacement cost method of valuation is a starting point for the appraiser.

The pricing schedule and cost tables in this manual are provided to assist the appraiser in arriving at accurate and uniform appraisals. Used properly, they should prove to be an invaluable tool. Quality valuations, however, are not the product of schedules and tables themselves, but the appraiser's ability to use them effectively. For this to happen, a thorough understanding of the make-up, knowledge of the specifications from which the base prices were derived, the composition of the prices, and the proper techniques and procedures for applying the prices must be had by the appraiser. What's more important is that the appraiser must be able to exercise good common sense and sound judgment in selecting and using them.

I. Replacement Cost

Replacement cost is the current cost of reproducing an improvement of equal utility to the subject property, it may or may not be the cost of reproducing a replica of the property. This distinction being drawn is one between 'replacement' costs which refers to a substitute property of equal utility, as opposed to 'reproduction' cost which refers to a substitute replica property.

The replacement cost of an improvement includes the total cost of construction incurred by the builder whether preliminary to, during the course of, or after completion of its construction. Among these are material, labor, all subcontracts, builder's overhead and profit, architectural and engineering fees, consultation fees, survey and permit fees, legal fees, taxes, insurance, and the cost of interim financing.

II. Schedules

The pricing schedules in this manual have been developed by applying unit-in-place costs to the construction of specified hypothetical or model buildings. Application of the schedules involves the selection of the model which most nearly resembles the subject building and adjusting its price to compensate for variations in size, design, construction features and components, and quality of materials and workmanship.

The format of any one particular schedule depends upon the extent to which variations between the subject building and the model building are likely to occur.

One can readily expect the variations among retail stores in general to be far more extensive than those among specific types of retail stores, such as discount stores. This gives rise to the various types of schedules included in the manual.

It should be noted that the schedules and tables in the manual have been developed to be used primarily in making mass appraisals for ad valorem – tax equalization – purposes. They have, therefore, been designed to provide the appraiser with an uncomplicated, fast and effective method of arriving at an accurate estimate of replacement costs. In order to maintain simplicity in the schedules, techniques and procedures, it is often necessary to make certain compromises from a strictly technical and engineering point of view. Extensive effort has been made in developing the schedules to minimize these compromises and limit them to variables which have minimal influence on the final value of the building. The schedules have been designed to reflect actual building costs and practices. Field tests have proven them to be both accurate and reliable and, when applied properly, highly effective in arriving at a realistic replacement cost.

III. *Quality of Construction*

The following descriptions correspond to the structural frame areas of the property record card.

Wood Frame buildings that are constructed of combustible materials with wood framed exterior walls which are usually load bearing. Roof structure is usually wood frame or pre-constructed trusses with wood sheathing and composition shingles, built-up or corrugated metal cover. Floor structure may be perimeter footing with reinforced concrete slab or wood joists and sheathing.

Masonry buildings that are constructed of double brick, brick or concrete block, or concrete block exterior walls which are usually load bearing. Roof structure is usually wood frame or pre-constructed trusses with wood sheathing and composition shingles, built-up or corrugated metal cover. Floor structuring may be perimeter footing with reinforced concrete slab or wood joists and sheathing.

Concrete buildings that are constructed with poured reinforced concrete super structure, or reinforced concrete or pre-cast concrete panel load bearing exterior walls. Super structure may have a variety of exterior wall covers including pre-case panels and masonry veneers, or steel frame and stationary glass. Roof structure may be steel joists with metal decking, and poured concrete or concrete planks or other non-combustible construction floors are usually reinforced concrete slab on grade.

Steel/FP buildings that are constructed of steel super structure with a variety of non-bearing exterior walls including pre-case panels, steel sandwich panels, steel frame and stationary glass or masonry. Roof structure is usually steel frame with metal decking and poured concrete or concrete planks or other non-combustible construction. Floors are usually reinforced concrete slab on grade.

RSF buildings that are constructed with pre-fabricated structural members with exterior wall cover of pre-constructed panels or sheet siding. Roof structure is steel joists or beams usually with corrugated metal cover. Floors are usually reinforced concrete slab on grade.

'A' Grade buildings generally having an outstanding architectural style and design. Constructed of excellent quality materials and workmanship throughout. High quality interior finish and mechanical features are prevalent.

'B' Grade buildings generally having moderate architectural treatment, constructed with good quality materials and above average workmanship throughout. Good quality interior finish and mechanical features are prevalent.

'C' Grade buildings generally having minimal architectural treatment, constructed with average quality materials and workmanship throughout. Average quality interior finish and standard mechanical features are prevalent.

'D' Grade buildings generally are void of architectural treatment, constructed with economy quality materials and fair workmanship throughout. Fair quality interior finish and low grade mechanical features are prevalent.

'E' Grade buildings are constructed of sub-standard materials and poor, unskilled workmanship. Poor interior finish and low grade mechanical features are prevalent.

IV. Depreciation

Basis of Depreciation for Commercial Structures. Commercial properties are depreciated on the basis of the estimated effective age as compared to the total estimated economic life. Effective age is defined in the Fifth Edition of The Dictionary of Real Estate Appraisal as:

"The age of a property that is based on the amount of observed deterioration and obsolescence it has sustained, which may be different from its chronological age. "

It differs from actual age, i.e. the year the structure was built. Estimating effective age is based on the property's condition and usefulness for its purpose. It can fluctuate from year to year or remain relatively stable depending on whether any renovations or rehabilitation is done on the improvements.

Total economic life for a particular property category is based primarily on the number of years that improvements are expected to continue to contribute value to a property as a whole.

An example of the amount of depreciation that would be applied to a structure, is a small industrial building built in 1980(actual age), with an estimated effective age of 1990. Based on an expected economic life of 40 years, the applicable depreciation would be 28 years of effective age/ 40 year economic life or 70% depreciation.

V. *Definitions*

Depreciation is loss in value due to any cause. It is the difference between the market value of a structural improvement or piece of equipment and its reproduction or replacement cost as of the date of valuation. Depreciation is divided into three general categories, see below.

Physical depreciation is loss in value due to physical deterioration.

- **Curable** physical deterioration is generally associated with individual short-lived items such as paint, floor and roof covers, hot-water heaters, etc. requiring periodic replacement or renewal, or modification continuously over the normal life span of the improvement.

- **Incurable** physical deterioration is generally associated with the residual group of long-lived items such as floor and roof structures, mechanical supply systems, and foundations. Such basic structural items are not normally replaced in a typical maintenance program and are usually incurable except through major reconstruction. The distinction here is whether or not such corrections would be justified, economically and/or practically, in view of the cost, time and value gain involved. Exceptions might be historical or landmark buildings or a component that threatens the structural integrity of the structure itself.

Functional obsolescence is loss in value due to causes outside the property and independent of it.

- **Inadequacies** are some kind of building deficiency(ies) that does not meet current market expectations. Inadequate fixtures or ceiling insulation may be curable while a poor floor plan or tandem rooms may be incurable.

- **Superadequacies** are those unwanted items which do not add value at least equal to their cost, notably special- or singular-purpose features for a particular user. Many superadequacies are incurable except where excess operating costs might make it economical to remove or replace the item. When considering the extent of functional obsolescence, pay particular attention to the following indicators:
  1. Design characteristics
  2. Physical layout
  3. Mechanical equipment
  4. Site Assessment

Some of the external factors affecting the extent of functional obsolescence are:

  5. Code Requirements
  6. Fire Protection Requirements
  7. Handicapped Requirements
  8. Environmental
  9. Weather extremes

External Obsolescence is a change in the value of a property, usually negative but can be an enhancement, caused by forces outside the property itself, and is not included in the depreciation tables. It can be divided into two types, locational and economic. Locational factors are generally incurable and may affect only a small area, while economic factors can cover a wide geographic area and may be only temporary and reversible. Different types of property, residential or commercial, will be affected differently by these external forces. For example, it is desirable or advantageous for a manufacturing plant to be situated closed to a railroad spur; conversely, it is a disadvantage for a residential property to be located close to that same spur. Close proximity to a major highway is generally much more beneficial for an apartment complex than a single-family residence, etc. Any abnormal, isolated or temporary cases of external obsolescence, usually computed separately, can be measured by market abstraction and capitalization of the imputed loss or gain, which generally affects land values first, then the improvements, by changing the possible uses and altering remaining life.

When considering the extent of external obsolescence, pay particular attention to the following indicators in the immediate vicinity, marketing area or community as a whole:

1. Physical factors. Proximity of desirable or unattractive natural or artificial features or barriers, general neighborhood maturity, conformity, deterioration, rehabilitation or static character, etc.
2. Infrastructure. Highest and best use, quality, availability and source of utilities, public services, fire stations, staffed or volunteer, distance from hydrants, street improvements, traffic patterns, public transportation and shipping facilities, parking, retail, recreation, educational facilities, etc.
3. Economic. Demand/supply imbalance, saturation or monopoly, competition or alternatives, market share, industry or major plant relocation, employment development and growth patterns, availability of funds or terms, labor and materials, interest rates, vacancy, building rates, general inflation or deflation rates, length of time on market or lease up or absorption, zoning, land use, legal nonconformity, permit, taxing and assessment policies and bureaucracy or other limiting conditions or restrictions.

These terms are used by appraisers to represent a physical condition of improvements, regardless of the actual age or date originally built. The physical life of most structures can be extended indefinitely if proper maintenance is applied when needed, and short-lived components are replaced as necessary. This extended life cycle is well supported by the great number of existing homes today that were constructed well before the 1930's and 1940's. Re-sales of these same properties tend to validate this extended life theory after analyzing sales prices compared with more recent construction.

Based on the foregoing discussion and in keeping with the appraisal industry standards, the following commercial depreciation tables are based on the effective age of structures being valued and not the actual or chronological age.

VI. Commercial Cost Structure Categories

Costs for commercial properties have been estimated in three steps. They are as follows:

1) Costs for the exterior "building shell" were derived from Core Logic Swift Cost estimator. The exterior shell includes the basic building structural components, including frame, foundation structure, roof structure and roof coverings. The following chart summarizes the basic physical characteristics presumed for each property type within the Basic Structure Code Assignment. Each structure code is then separated into one of four basic construction types.

Basic Structure Code	Description	MA Code	Use of Basic Structure	Physical Characteristics of Basic Structure
3	Small Box	25	Industrial	Less than 25,000 square feet
				Standard Wall Height 16'
				Hanging Space Heaters
				Basic Electric Service Includes Lighting
				Plumbing fixtures are added per fixture
4	Big Box			Greater than 25,000 square feet:
				Standard Wall Height 18'
				Hanging Space Heaters
				Plumbing fixtures are added per fixture
				Basic Electric Service Includes Lighting
3	Small Box	34	Retail Store	Less than 25,000 square feet
		58	Neighborhood SC	Standard Wall Height of 12'
		59	Shopping Mall	100% Heated/Cooled
		15	Department Store	Asphalt tile floors
		16	Discount Store	Basic Electric Service Includes Lighting
		38	Supermarket	Plumbing fixtures are added per fixture
		60	Community Center	Minimal Partitions
		61	Skating Rink (Roller)	
		52	Community Building	
4	Big Box	34	Retail Store	Greater than 25,000 square feet:
		58	Neighborhood SC	Standard Wall Height of 16'
		59	Shopping Mall	100% Heated/Cooled
		15	Department Store	Asphalt tile floors
		16	Discount Store	Basic Electric Service Includes Lighting
		38	Supermarket	Plumbing fixtures are added per fixture
		60	Community Center	Minimal Partitions
		52	Community Building	
		61	Skating Rink (Roller)	
3	Small Box	32	Office	Less than 25,000 square feet:
		46	Medical Office	Standard Wall Height of 10'
		45	Radio/TV Station	100% Heated/Cooled
		44	Funeral Home	Commercial Grade Carpet floors
				Basic Electric Service Includes Lighting
				Plumbing fixtures are added per fixture
				Single Level

4	Big Box	32	Office	Greater than 25,000 square feet
		46	Medical Office	Standard Wall Height of 12'
				100% Heated/Cooled
				Commercial Grade Carpet floors
				Basic Electric Service Includes Lighting
				Plumbing fixtures are added per fixture
				Multiple Level
				Elevators
5	Office/Gov't	86	Veterinary Hospital	100% Heated/Cooled
				Standard Wall Height of 10'
				Plumbing fixtures are added per fixture
				Commercial Grade Vinyl/Asphalt Tile Floors
				Basic Electric Service Includes Lighting
				Plumbing fixtures are added per fixture
				Single Level
2	Low Rise	1	Apartment Flat	Wood Frame Construction
		18	Duplex	Brick Veneer or Wood Siding
		42	Retirement	Basic Electric Service Includes Lighting
		????	Assisted Living	Plumbing fixtures are added per fixture
		21	Fraternity House	100% Heated/Cooled
				Residential Grade Vinyl or Carpet Flooring
1	High Rise	2	Apartment Townhouse	Wood Frame Construction
		65	Multiple Dwelling	Brick Veneer or Wood Siding
		21	Fraternity House	Basic Electric Service Includes Lighting
				Plumbing fixtures are added per fixture
				100% Heated/Cooled
				Residential Grade Vinyl or Carpet Flooring
9	Fast Food	50	Fast Food	Structural Steel Frame Construction
				Standard Wall Height of 12'
				Brick Veneer or Stucco Exterior Walls
				Commercial Grade Impervious Flooring
				100% Heated/Cooled
				Plumbing fixtures are added per fixture
				Extensive Kitchen Plumbing
				Interior Finish with Acoustical Tile Ceiling
3	Small Box	33	Restaurant	Wood Frame with Brick Veneer or Wood Siding
				Standard Wall Height of 12'
				100% Heated/Cooled
				Asphalt tile floors
				Basic Electric Service Includes Lighting
				Plumbing fixtures are added per fixture
				Minimal Partitions
				Extensive Kitchen Plumbing

4	Big Box	5	Auto Showroom	Greater than 25,000 square feet
				Steel Frame Construction w/Various Exterior Finishes
				Standard Wall Height of 16'
				100% Heated/Cooled
				Commercial Grade Impervious Flooring
				Upgraded Electric Service Includes Lighting
				Plumbing fixtures are added per fixture
				Customer Waiting Area
				High Quality Service Bays
				Drive-thru Service Attendant Area
3	Small Box	35	Service Garage	Small Customer Waiting Area
		54	Automotive Center	Bays for Service
		55	Mini-Lube	Standard Wall Height of 16'
				Steel Frame Construction with Brick Veneer
				100% Heated/Cooled in Customer Waiting Area
				Hanging Space Heater(s) in Bay Area
				Electric Service Includes Lighting
				Plumbing fixtures are added per fixture
				Below Grade Pit Area(s)
5	Office/Gov't	6	Bank	Structural Steel Frame Construction
		64	Bank Drive-Thru	Standard Wall Height of 10'
				Brick Veneer or Stucco Exterior Walls
				Commercial Grade Impervious Flooring
				Upgraded Electric Service Includes Lighting
				100% Heated/Cooled
				Plumbing fixtures are added per fixture
				Minimum Lobby or Waiting Area
3	Small Box	41	Convenience Stores	Concrete Block Construction w/Steel Frame Roof Supports
				Minimal Partitions
				100% Heated/Cooled
				Standard Wall Height of 10'
				Commercial Grade Impervious Flooring
				Plumbing fixtures are added per fixture
				Electric Service Includes Lighting
3	Small Box	68	Mini Warehouse	Light Steel Frame Construction
				Standard Wall Height of 10'
				No Heating/Cooling
				Unfinished Concrete Floor
				One Light Fixture only - Add per Unit
				One Rollup Garage Door per Unit
				Small Office Area
1	High Rise	24	Hotel	Light Steel Frame Construction
		31	Motel	Brick Veneer or Wood Siding
				Basic Electric Service Includes Lighting
				Plumbing fixtures are added per fixture
				100% Heated/Cooled
				Residential Grade Vinyl or Carpet Flooring
				Standard Wall Height of 10' per Floor
				Sprinkler System
				Elevator

7	Open Bldg/Light Wall	9	Car Wash - Self Service	Open Brick Structure with No Side Walls
				Concrete Foundation
				Wall Height is 10'
				Basic Electric Service Includes Lighting
				No Heating/Cooling
3	Small Box	67	Car Wash Drive-Thru	Light Steel Frame Construction w/Brick Veneer or Stucco Siding
				Small Customer Waiting Area
				Standard Wall Height of 12'
				100% Heated/Cooled in Waiting Room Only
				Minimal Partitions
				Basic Electric Service Includes Lighting
				Plumbing fixtures are added per fixture
				Small Office/Storage, Restrooms & Vinyl Carpet Floor Finishes
6	Hall/Theater	39	Theater	Light Steel Frame Construction w/Brick Veneer or Stucco Siding
				Standard Wall Height of 16'
				100% Heated/Cooled
				Minimal Partitions
				Plumbing fixtures are added per fixture
				Concession Area
				Stepped Floor
				Commercial Grade Carpet
				Adequate Lighting and Sound Systems
4	Big Box	86	Estate Stables	Wood Frame Structure w/Brick Veneer, Vinyl or Wood Siding
				Upgraded Electric Service Includes Lighting
				100% Heated/Cooled
				Standard Wall Height of 12' to 14'
				Plumbing fixtures are added per fixture
				Special Rubberized Matts - BPP
				Sleeping Area for Owner/Veterinary
				Floor Drains
				Delivery Area for Vet
				Observatory Area
				Tack Room - Pharmacy
				Small Office Area
				Ornate Stalls
				Concrete Slab Floor
3	Small Box	44A	Mausoleum	Priced per Crypt or Niche
3	Small Box	14	Country Club	Less than 25,000 square feet
				Standard Wall Height of 12'
				100% Heated/Cooled
				Asphalt tile floors
				Basic Electric Service Includes Lighting
				Plumbing fixtures are added per fixture
				Minimal Partitions
5	Office/Gov't	14	Country Club	Structural Steel Frame Construction
				Standard Wall Height of 12'
				Brick Veneer or Stucco Exterior Walls
				Commercial Grade Impervious Flooring
				Upgraded Electric Service Includes Lighting
				100% Heated/Cooled
				Adequate Showers/Restrooms
				Meeting Rooms
				Dining Room
				Pro Shop
				100% Heated/Cooled
				Kitchen and Bar Area
				Plumbing fixtures are added per fixture

Basic Structure Codes are divided into 10 basic types. They are as follows:

Basic Structure Code Descriptions	Description
1	High Rise Apartments or motels
2	Low Rise Apartments-not over 2 stories
3	Small Box- commercial structures
4	Big Box commercial- typically over 25k square feet
5	Government, Institutional Buildings
6	Large open structures, such as auditoriums & theaters
7	Light structure open buildings
8	High rise office buildings typically fire proof
9	Fast food
10	Other residential or mixed use buildings

2) Each structure code is then separated into one of four basic construction types. They are summarizes as follows.

Construction Type	
1	Frame- -Wood frame and some metal studs or support members
2	Fire Resistant- Masonry and steel
3	Fire Proof-masonry & steel with cementitious compounds sprayed on the steel.
4	Light Steel- pre-engineered metal frame

3) Costs for the exterior "building skin" were derived from Core Logic Swift. The following chart shows the 10 choices for the exterior building skin finishes.

Wall code	**Description**
00	None
01	Brick
02	Stone
03	Concrete Block
04	Stucco
05	Wood Panel/Log
06	Wood siding
07	Asbestos
08	Aluminum or Vinyl

09	Corrugated Metal
10	Precast Panels-Concrete
11	Precast Sandwich metal
12	Hardiboard

<u>Note</u>: Wall code 7- asbestos is not a valid choice since there are no costs available from Core Logic Swift.

4) The final step is to input an interior finish for the specific property type. Interior costs include floor finishes, wall finishes, ceilings, HVAC, lighting and partitions. These costs have been derived from Core Logic and are based on average quality and typical interior finishes based on the use.

Note: Any structure, building component, etc. not listed within the commercial/industrial pages of this 2019 Schedule of Values shall be valued and subject to review by the appraisal staff. Any unusual structure will be individually reviewed and valued by the appraisal staff. See NCGS 105-394.

COMMERCIAL SALES AND INCOME APPROACHES TO VALUE

Introduction

The income approach provides an indication of what a prudent investor would pay for a given property based on an analysis of the potential income that the property would produce. Estimating the present value from income is called *capitalization*. The basic model for direct capitalization is in the form: *Value = Income divided by Rate.* Income is the estimate of annual net stabilized income. The rate is the capitalization rate appropriate for the subject property at the effective date of the appraisal. Direct capitalization uses a capitalization rate taken directly from the market by dividing the net income of property that sold by the sale price. It is the method most used for mass appraisal as it is easily understood, can be used consistently because few variables are used, and its components can be supported by market evidence.

The first step in analyzing income is the calculation of potential gross income. For direct capitalization this is the projected total earnings from the market rent of the property at one hundred percent occupancy. Market rents are derived by comparing similar property types and recently negotiated leases on those property type. This represents a use of the Principle of Substitution.

Typical or stabilized vacancy and collection loss can be established considering occupancy levels of similar or nearby properties or through surveys of similar properties. The vacancy and collection loss allowances are subtracted from the potential gross income and miscellaneous income is added which renders an effective gross income.

From the effective gross income, a stabilized operating expense allowance is deducted. Operating expenses are considered to be the expenses incurred to operate the property at stabilized occupancy during the year. These figures may be developed from historical expenses on the subject property; data collected from similar properties or standardized industry ratios. In mass appraisal, pass-through expenses are typically deducted from the owner's expense as they are paid by the tenant (net lease situation) and not included in potential gross income (or in the actual or asking rents). In all cases, the operating expense allowance must reflect capable and competent management of the property in a normal operating year.

Extraordinary expenses, such as capital improvements, depreciation and debt service <u>are</u> <u>not</u> considered operating expenses to derive a net operating income.

Reserve for Replacement is the name assigned to the account for replacing short-lived items, such as roofs and appliances. To be accepted as an allowable operating expense, this account must exist in the operating documents of the subject property, similar properties, or in industry surveys for this property type. All data in regard to

the income approach and operating expenses must be derived from the market.

Real Estate taxes are not used as an operating expense for ad valorem appraisals because the tax expense is directly related to the property's market value, which is being determined by the appraisal. Two methods are commonly used to make adjustments in the capitalization rate to account for real estate taxes when doing mass appraisals for tax assessment purposes. If real estate taxes have been included as an expense in the development of the overall capitalization rate of comparable sales, an estimated effective tax rate may be added to the market-driven overall capitalization rate. Alternatively in deriving the capitalization rates, real estate taxes can be taken out of the expenses of comparable sales, thus producing more net income and a higher overall capitalization rate.

Overall capitalization rates used in the revaluation process are all rates reflecting real estate taxes as an expense. The technique of loading the capitalization rate cannot be used since the tax rate will be unknown until after the tax base has been totaled and the county commissioners have set the rate.

Effective gross income less operating expenses equals net operating income. The net operating income is then divided by an appropriate capitalization rate for the subject property to estimate the value in direct capitalization.

If yield capitalization or discounted cash flow is considered as an income approach technique, all assumptions must be based on prevailing market conditions and reasonable investor expectations tempered with reliable economic projections. To be considered and carry weight in the valuation decision, all other methods such as discounted cash flow, should have documented market support for the various presumptions and projections used in the discounted cash flow method.

Other capitalization methods used for mass appraisal include gross rent multipliers and effective gross rent multipliers. These methods do not include or account for differences in operating expenses, so care must be taken to use comparable sales that have very similar long-term operating expense ratios, occupancy levels, and risk levels. These multipliers may be employed as sales comparison measures in the market approach to value. In single-family residences, the monthly gross is usually used, while in multiple residences, the annual gross is generally used. After gross multipliers are derived from a number of sales, they are collated and considering their comparability and their reliability, a single gross multiplier is determined by which to multiply the gross income of the subject property.

Published local and regional commercial rate information is considered in establishing guidelines for commercial valuation. Among the published sources the County reviews in rate establishment are:

CRCBR[21]
SiteIndex[22]
Carolina Multiple Listing Services, Inc.[23]
RealtyRates (Investor Survey)[24]

As with any guide, some properties may lay outside a stated range. As such, each individual property is to be analyzed separately.

[21] Charlotte Region Commercial Board of REALTORS © www.crcbr.org
[22] www.SiteIndexCharlotte.com
[23] www.carolinarealtors.com
[24] www.RealtyRates.com

I. Commercial Code Tables

Property Type	**Main Area Commercial Codes**
Industrial	22- Air craft hanger 25- Industrial 26-Laboratory – in industrial setting 40- Warehouse 48-Research & development 51-Transit Warehouse 62-Distribution Warehouse 82-Storage warehouse
Retail –small strip centers and neighborhood centers	58-Neighborhood Shopping Center 59-Shopping Malls
Office-General Purpose	32-Office
Office- Medical	46- Medical office 86-Veterinary Hospital
Multi family/Apartments- Market rate	01-Apartment Flat 02- Apartment- townhouse 18- Duplex-Triplex 42- Retirement 65- Multiple Dwelling
Discount Store-Supermarket	15-Department Store 16- Discount Store 38-Supermarket 60-Community Centers 61-Skating rink(roller)
Retail-Multi tenant & single tenant	07-Beauty/Barber shop 08-Cafeteria 27-Laundry/Cleaner 27-1- Laundromat 34- Retail stores 43-Bowling Alley 53- Health Club 81- Day Care 85- Automotive Parts Sales
Restaurants-Fast Food	50-Fast food restaurant
Restaurants-General	33-Restaurant
Auto Service/Garage	05-Auto Showroom

	35-Service Garage 54- Automotive Center 55-Mini-Lube 57-Repair Shop
Banks	06-Bank 64-Bank Drive In
Convenience Stores-Gas Stations	41-Convenience Store

Self Storage	68- Mini Warehouse 68A- Mini Warehouse-Low Quality 68R-1- Mini Warehouse-condos 68R-2- Mini Warehouse- variable
Drug Stores	34-Retail
Motel/Hotel	24- Hotel 31- Motel
Car Wash	09- Car wash 67-Car wash drive through
Miscellaneous	14-Country Club 21-Fraternity House 23- Hospital 39- Theater 44- Funeral Home 44A1-Mausoleum 44A2- Mausoleum 44A3- Mausoleum 45-Radio/TV Station 52-Community Building 86M1- Estate Stables

II. Description of Property Types, Classes and Value ranges

Industrial

Definition of Classes

Class A--- New construction, typically higher clear heights, in the 24-30 foot range. Can be either pre-engineered metal or masonry construction. Adequate dock doors, typically dock high. Typically demand the highest rents and have little or no deferred maintenance issues. Usually these buildings are in easily accessed locations for truck access to major thoroughfares. Most likely they are professionally managed. Tenants in a Class A building are typically companies that are national or regional in scope with established credit ratings

Class B-Generally older properties, I.e. over 15 years old, with some deferred maintenance issues. Clear heights typically are between 16-24 feet. Investors typically buy at a higher cap rate relative to the Class A property due to a higher risk profile. Tenants are typically lower rent and the property may not be professionally managed. Tenants in Class B structures are usually local companies with some established business history.

Class C- Buildings that are usually over 25 years old and have the lowest rental rates in the market. Major deferred maintenance issues are present and major renovations are needed to bring building systems up to date. Location is usually a secondary and more remote access area. Tenants in class C buildings are either owner occupied or local tenants with less established business history and credit.

Class D – Structures near the end of their economic life or structures that are on rural land and a nonconforming use.

Sales Comparison Approach

The following chart shows price ranges for the various classes of industrial buildings. Prices per square foot were derived from actual sales researched from commercial property databases.

Building Class	Low value/SF	High value/SF	Average value/SF
A	**$35.00**	**$100.00**	**$60.00**
B	**$18.00**	**$35.00**	**$25.00**
C	**$2.00**	**$15.00**	**$10.00**
D	**$3.00**	**$5.00**	**$4.00**

Income Approach

Rental Ranges

The following rental ranges presume a **triple net** arrangement. That term presumes that the landlord pays nothing and the tenant is responsible for taxes, insurance, interior maintenance, ground maintenance and utilities. Typically in a triple net lease, the landlord may be responsible for structural and roof maintenance.

Building Class	Rent Low/SF	Rent High/ SF	Average Rent/SF
A	$4.00	$6.00	$6.50
B	$2.50	$4.50	$3.00
C	$2.40	$2.50	$2.40
D	$1.00	$3.00	$1.50

If a property is leased on a **modified gross** basis, typically the landlord pays taxes and insurance. In that case, the modified gross rent should be reduced by the taxes and insurance on a per square foot basis to derive the triple net rent.

Vacancy Allowance

Building Class	Low value/%	High value/%	Average value/%
A	3%	7%	5%
B	7%	15%	8%
C	20%	50%	25%
D	50%	75%	%50

Cap Rate Ranges

The following cap rates were researched from actual sales of industrial properties that were leased at the time of sale. Sources are LoopNet, Catylist, Realty Rates market survey and internal confirmed sales.

Building Class	Low value	High value	Average value
A	6.5%	8%	7%
B	7%	15%	8.5%
C	10%	13%	10%
D	11%	13%	12%

Retail-small strip centers and neighborhood centers

1. Definition of Classes

Class A--- New construction, with high quality construction materials and construction design. Typically construction is masonry with stone or stucco decorative accents. Typically demand the highest rents and have little or no deferred maintenance issues. Usually these buildings are in high visibility locations with good visibility and access. Most likely they are professionally managed. Tenants in a Class A building are typically companies that are national or regional in scope with established credit ratings Investors who are looking for stable income producing properties usually buy these types of properties.

Class B-Generally older properties, I.e. over 15 years old, with some deferred maintenance issues. Investors typically buy at a higher cap rate relative to the Class A property due to a higher risk profile. Tenants are typically lower rent and the property may not be professionally managed. Tenants in Class B structures are usually local companies with some established business history. A mixture of investors or owner occupants buy these type of properties..

Class C- Buildings that are usually over 30 years old and have the lowest rental rates in the market. Major deferred maintenance issues are present and major renovations are needed to bring building systems up to date. Location is usually a secondary and more remote access area. Tenants in class C buildings are local tenants with less established business history and credit.

2. Sales Comparison Approach

The following chart shows price ranges for the various classes of retail buildings. Prices per square foot were derived from actual sales researched from commercial property databases.

Building Class	Low value/SF	High value/SF	Average value/SF
A	$65.00	$250.00	$125.00
B	$40.00	$65.00	$50.00
C	$25.00	$45.00	$30.00

3. Income Approach

Rental Ranges

The following rental ranges presume a triple net arrangement. That term presumes that the landlord pays nothing and the tenant is responsible for taxes, insurance, interior maintenance, ground maintenance and utilities. Typically in a triple net lease, the landlord may be responsible for structural and roof maintenance. In Class A properties, expenses are usually passed through to the tenant in terms of taxes, insurance and common area maintenance charges.

Building Class	Rent Low/SF	Rent High/ SF	Average Rent/SF
A	$15.00	$32.00	$28.00
B	$10.00	$16.00	$12.00
C	$3.50	$10.00	$6.00

If a property is leased on a modified gross basis which may be the case with class B and C retail properties, typically the landlord pays taxes and insurance. In that case, the modified gross rent should be reduced by the taxes and insurance on a per square foot basis to derive the triple net rent.

Vacancy Allowance

Building Class	Low value/%	High value/%	Average value/%
A	1%	7%	3%
B	7%	15%	10%
C	15%	50%	20%

Cap Rate Ranges

The following cap rates were researched from actual sales of retail properties that were leased at the time of sale. These rates are inclusive of real estate taxes. Sources are LoopNet, Catylist, Realty Rates market survey and internal confirmed sales.

Building Class	Low value	High value	Average value
A	5.5%	7.5%	6.5%
B	7%	15%	8.5%
C	10%	15%	12%

Office-General Purpose

1. **Definition of Classes**

Class A--- New construction, with high quality construction materials and construction design. Typically construction is masonry with stone or stucco decorative accents. This classification typically demands the highest rents and have little or no deferred maintenance issues. Usually these buildings are in good visibility locations with good access. Most likely they are professionally managed. Tenants in a Class A building are typically companies that are national or regional in scope with established credit ratings These buildings are typically purchased by investors who are looking for stable income producing properties.

Class B-Generally older properties, I.e. over 15 years old, with some deferred maintenance issues. Investors typically buy at a higher cap rate relative to the Class A property due to a higher risk profile. Tenants are typically lower rent and the property may not be professionally managed. Tenants in Class B structures are usually local companies with some established business history. These properties are purchased by a mixture of investors or owner occupants.

Class C- Buildings that are usually over 30 years old and have the lowest rental rates in the market. Major deferred maintenance issues are present and major renovations are needed to bring building systems up to date. Location is usually a secondary and more remote access area. Tenants in class C buildings are local tenants with less established business history and credit. Most of these properties are purchased solely by owner occupants.

2. **Sales Comparison Approach**

The following chart shows price ranges for the various classes of office buildings. Prices per square foot were derived from actual sales researched from commercial property databases.

Building Class	Low value/SF	High value/SF	Average value/SF
A	$100.00	$250.00	$160.00
B	$40.00	$90.00	$50.00
C	$25.00	$45.00	$40.00

3. **Income Approach**

Rental Ranges:

The following rental ranges presume a full service lease arrangement. That term presumes that the landlord pays all expenses, including interior and grounds maintenance, utilities, janitorial taxes and insurance. If the property is leased on a modified gross basis, the landlord typically covers only taxes, insurance and grounds maintenance. The following chart shows typical rents for both basis.

Building Class	Rent Low/SF	Rent High/ SF	Average Rent/SF	Lease basis
A	**$15.00**	**$20.00**	**$18.00**	**Full service**
	$12.00	**$17.00**	**$15.00**	**Modified gross**
B	**$10.00**	**$16.00**	**$12.00**	**Full service**
	$7.00	**$13.00**	**$9.00**	**Modified gross**
C	**$6.00**	**$10.00**	**$8.00**	**Full service**
	$5.00	**$8.00**	**$6.00**	**Modified gross**

If a property is leased on a modified gross basis which may be the case with class B and C office properties, typically the landlord pays taxes and insurance. In that case, the modified gross rent should be reduced by the taxes and insurance on a per square foot basis to derive the triple net rent.

Vacancy Allowance:

Building Class	Low value/%	High value/%	Average value/%
A	**3%**	**7%**	**5%**
B	**7%**	**15%**	**10%**
C	**20%**	**50%**	**25%**

Expenses:

Full service expenses are real estate taxes, insurance, utilities, interior and exterior maintenance, janitorial services, management and roof and structural maintenance. **Modified gross expenses** are real estate taxes, insurance, management and roof and structural maintenance

Building Class	Expenses/SF-low	Expenses/SF-high	Average/SF	Lease basis
All classes	**$4.00**	**$7.00**	**$6.00**	**Full service**
	$3.00	**$5.00**	**$4.00**	**Modified gross**

Cap Rate Ranges:
The following cap rates were researched from actual sales of office properties that were leased at the time of sale. Sources are LoopNet, Catylist, Realty Rates market survey and internal confirmed sales.

Building Class	Low value	High value	Average value
A	**5.5%**	**7.5%**	**6.5%**
B	**7%**	**15%**	**8.5%**
C	**10%**	**15%**	**12%**

Medical Office

1. **Definition of Classes**

Class A--- New construction, with high quality construction materials and construction design. Typically construction is masonry with stone or stucco decorative accents. Typically demand the highest rents and have little or no deferred maintenance issues. Usually these buildings are in good visibility locations with good access. Most likely they are professionally managed. Tenants in a Class A building are typically associated with Hospital groups. These buildings are typically purchased by investors who are looking for stable income producing properties.

Class B-Generally older properties, I.e. over 15 years old, with some deferred maintenance issues. Investors typically buy at a higher cap rate relative to the Class A property due to a higher risk profile. Tenants are typically lower rent and the property may not be professionally managed. Tenants in Class B structures are usually local medical practices. These properties are purchased by a mixture of investors or owner occupants.

Class C- Buildings that are usually over 20 years old and have the lowest rental rates in the market. Major deferred maintenance issues are present and major renovations are needed to bring building systems up to date. Location is usually a secondary and more remote access area. Tenants in class C buildings are local tenants with less established business history and credit. Most of these properties are purchased solely by owner occupants.

2. **Sales Comparison Approach**

The following chart shows price ranges for the various classes of office buildings. Prices per square foot were derived from actual sales researched from commercial property databases.

Building Class	Low value/SF	High value/SF	Average value/SF
A	$150.00	$275.00	$200.00
B	$100.00	$150.00	$130.00
C	$25.00	$55.00	$50.00

3. **Income Approach**

Rental Ranges:

The following rental ranges show both full service lease and modified gross lease arrangements. That term presumes that the landlord pays all expenses, including interior and grounds maintenance, utilities, janitorial taxes and insurance. If the property is leased on a modified gross basis, the landlord typically covers only taxes, insurance and grounds maintenance. The following chart shows typical rents for both basis.

Building Class	Rent Low/SF	Rent High/ SF	Average Rent/SF	Lease basis
A	$15.00	$25.00	$18.00	Full service
	$12.00	$17.00	$15.00	Modified gross
B	$10.00	$16.00	$12.00	Full service
	$7.00	$13.00	$9.00	Modified gross
C	$6.00	$10.00	$8.00	Full service
	$5.00	$8.00	$6.00	Modified gross

If a property is leased on a modified gross basis which may be the case with class B and C office properties, typically the landlord pays taxes and insurance. In that case, the modified gross rent should be reduced by the taxes and insurance on a per square foot basis to derive the triple net rent.

Vacancy Allowance:

Building Class	Low value/%	High value/%	Average value/%
A	3%	7%	5%
B	7%	15%	10%
C	20%	50%	25%

Expenses:
Full service expenses are real estate taxes, insurance, utilities, interior and exterior maintenance, janitorial services, management and roof and structural maintenance.
Modified gross expenses are real estate taxes, insurance, management and roof and structural maintenance

Building Class	Expenses/SF-low	Expenses/SF-high	Average/SF	Lease basis
All classes	$4.00	$8.00	$6.00	Full service
	$3.00	$5.00	$4.00	Modified gross

Cap Rate Ranges:
The following cap rates were researched from actual sales of medical office properties that were leased at the time of sale. Sources are LoopNet, Catylist, Realty Rates market survey and internal confirmed sales.

Building Class	Low value	High value	Average value
A	5.5%	8.0%	6.5%
B	7%	15%	8.5%
C	10%	15%	12%

Multi family/Apartments

1. **Definition of Classes**

Class A—Less than 5 years old. Multiple amenities, and in a desirable location. This property type is usually purchased by investors wanting a lower risk income flow and stable investment.

Class B-- Between 5 and 15 years old. Slightly worn with some deferred maintenance, and in less demand locations. Buyers of this property type are looking for a property that could be renovated and repositioned in terms of rental rates.

Class C- Older than 15 years old. May be well maintained but has some outdated finishes and more deferred maintenance than the Class B category. Location may be less desirable and more remote. Buyers of this property are typically small Mom and Pop local investors.

2. **Sales Comparison Approach**

The following chart shows price ranges for the various classes of multi family projects. Prices per unit were derived from actual sales researched from commercial property databases.

Building Class	Low value/unit	High value/unit	Average value/Unit
A	$50,000	$100,000	$65,000
B	$35,000	$50,000	$40,000
C	$15,000	$35,000	$30,000

3. **Income Approach**

Rental Ranges:

The following rental ranges are on the basis of a per square foot per month basis. They presume landlord provides all services except utilities. The following chart shows typical rents for the three classes.

Building Class	Rent Low/ SF/month	Rent High/ SF/month	Average Rent/SF/month
A	$0.90	$1.25	$1.10
B	$0.75	$0.85	$0.80
C	$0.50	$0.75	$0.60

Vacancy Allowance:

Building Class	Low %	High %	Average %
A	3%	7%	5%
B	4%	10%	5%
C	10%	30%	10%

Expenses:
Expenses in apartments or multifamily are typically real estate taxes, insurance, maintenance, trash pickup, grounds maintenance, management, and reserves for replacement. The following chart shows expenses on both a per unit per year basis and also on a % of the Effective Gross Income.

Building Class	Expenses-% of Effective Gross Income
A	25% to 45%
B	35% to 55%
C	45% to 65%

Cap Rate Ranges:
The following cap rates were researched from actual sales of retail properties that were leased at the time of sale. Sources are LoopNet, CoStar, Catylist, Realty Rates market survey and internal confirmed sales.

Building Class	Low value	High value	Average value
A	5.5%	7.5%	6.5%
B	7%	10%	9.0%
C	10%	15%	10%

Discount Store/Supermarket

This property type is usually a stand alone structure constructed for a single tenant retail user. They range in size from 6,000 to 45,000 square feet. Examples are Dollar Generals, Family Dollars, grocery stores, auto parts stores, Harbor Freight, Staples, Northern Tool, and general retail stores.

1. **Definition of Classes**

Class A- Usually build to suit, less than 5 years old. No deferred maintenance and prime retail location.

Class B- Between 5 and 20 years old. Some deferred maintenance and may also be in a lower demand location.

Class C- Over 20 years old. Lots of deferred maintenance. Lower parts of the range are dilapidated structures that may be candidates for demolition.

2. **Sales Comparison Approach**

The following chart shows price ranges for the various classes of stand alone retail buildings. Prices per square foot were derived from actual sales researched from commercial property databases.

Building Class	Low value/SF	High value/SF	Average value/SF
A	$75.00	$125.00	$85.00
B	$40.00	$75.00	$50.00
C	$20.00	$50.00	$40.00

Rental Ranges:

The following rental ranges presume a triple net lease arrangement. That term presumes that the tenant pays all expenses, including interior and grounds maintenance, utilities, janitorial taxes and insurance. If the property is leased on a modified gross basis, the landlord typically covers only taxes, insurance and grounds maintenance. The following chart shows typical rents for both basis.

Building Class	Rent Low/SF	Rent High/ SF	Average Rent/SF	Lease basis
A	$8.00	$17.00	$16.00	Triple Net
	$9.00	$18.00	$15.00	Modified gross
B	$6.00	$10.00	$9.00	Triple Net
	$7.00	$13.00	$10.00	Modified gross
C	$3.00	$6.00	$5.00	Triple Net
	$5.00	$8.00	$6.00	Modified gross

If a property is leased on a modified gross basis which may be the case with class B and C retail properties, typically the landlord pays taxes and insurance. In that case, the modified gross rent should be reduced by the taxes and insurance on a per square foot basis to derive the triple net rent.

Vacancy Allowance:

Building Class	**Low value/%**	**High value/%**	**Average value/%**
A	**3%**	**7%**	**5%**
B	**7%**	**15%**	**10%**
C	**15%**	**40%**	**20%**

Expenses:
Full service expenses are real estate taxes, insurance, utilities, interior and exterior maintenance, janitorial services, management and roof and structural maintenance.
Modified gross expenses are real estate taxes, insurance, management and roof and structural maintenance

Building Class	**Expenses/SF-low**	**Expenses/SF-high**	**Average/SF**	**Lease basis**
All classes	**$4.00**	**$7.00**	**$6.00**	**Full service**
	$3.00	**$5.00**	**$4.00**	**Modified gross**

Cap Rate Ranges:
The following cap rates were researched from actual sales of retail properties that were leased at the time of sale. Sources are LoopNet, Catylist, Realty Rates market survey and internal confirmed sales.

Building Class	Low value	High value	Average value
A	5.5%	7.5%	6.5%
B	7%	15%	8.5%
C	10%	15%	12%

Retail-Multi Tenant & Single Tenant

This property type is usually a multi tenant property with between 2 and 12 local tenant spaces and occasionally has a grocery store anchor. Neighborhood centers are included in this category. They range in size from 6,000 to 125,000 square feet. Anchor tenants are usually 6,000 to 30,000 square feet and local shops have 1,000 to 3,000 square feet.

Examples of smaller single tenant properties are retail shops with tenants such as Panera Bread and a Vitamin Shoppe, jewelry stores, mattress stores, Walgreens, Rite Aid, Starbucks, Family Dollar, Dollar General, and Sherwin Williams stores.

1. **Definition of Classes**

Class A- Usually build to suit, less than 5 years old. No deferred maintenance and prime retail location.

Class B- Between 5 and 20 years old. Some deferred maintenance and may also be in a lower demand location.

Class C- Over 20 years old. Lots of deferred maintenance. Lower parts of the range are dilapidated structures that may be candidates for demolition.

Class D – Buildings that are on rural acreage and a nonconforming use.

2. **Sales Comparison Approach**

The following chart shows price ranges for the various classes of retail buildings. Prices per square foot were derived from actual sales researched from commercial property databases.

Building Class	Low value/SF	High value/SF	Average value/SF
A	**$75.00**	**$350.00**	**$225.00**
B	**$40.00**	**$75.00**	**$50.00**
C	**$20.00**	**$40.00**	**$30.00**
D	**$15.00**	**$30.00**	**$25.00**

3. **Income Approach**

Rental Ranges:

The following rental ranges presume a **triple net** lease arrangement. That term presumes that the tenant pays all expenses, including interior and grounds maintenance, utilities, janitorial taxes and insurance. If the property is leased on a **modified gross** basis, the landlord typically covers only taxes, insurance and grounds maintenance. The following chart shows typical rents for both basis.

Building Class	Rent Low/SF	Rent High/ SF	Average Rent/SF	Lease basis
A	$25.00	$35.00	$32.00	Triple Net
	N/A	N/A	N/A	Modified Gross
B	$8.00	$18.00	$12.00	Triple Net
	$10.00	$20.00	$14.0	Modified Gross
C	$3.00	$8.00	$6.00	Triple Net
	$4.00	$10.00	$7.00	Modified Gross
D	$3.00	$5.00	$4.00	Triple Net
	$6.00	$7.00	$6.00	Modified Gross

If a property is leased on a modified gross basis which may be the case with class B and C retail properties, typically the landlord pays taxes and insurance. In that case, the modified gross rent should be reduced by the taxes and insurance on a per square foot basis to derive the triple net rent.

Vacancy Allowance:

Building Class	Low value/%	High value/%	Average value/%
A	1%	7%	3%
B	7%	15%	10%
C	20%	50%	25%
D	25%	50%	35%

Expenses:
Full service expenses are real estate taxes, insurance, utilities, interior and exterior maintenance, janitorial services, management and roof and structural maintenance.
Modified gross expenses are real estate taxes, insurance, management and roof and structural maintenance

Building Class	Expenses/SF-low	Expenses/SF-high	Average/SF	Lease basis
All classes	$4.00	$7.00	$6.00	Full service
	$2.00	$4.00	$3.00	Modified gross

Cap Rate Ranges:
The following cap rates were researched from actual sales of retail properties that were leased at the time of sale. Sources are LoopNet, Catylist, Realty Rates market survey and internal confirmed sales.

Building Class	Low value	High value	Average value
A	5.5%	7.5%	6.5%
B	7%	15%	8.5%
C	10%	15%	11%
D	11%	15%	12%

Restaurants- Fast Food

Stand alone buildings between 2,000 to 10,000 square feet. Depending on the restaurant type there is a commercial kitchen and a seating area. Parking is between 4 and 6 spaces per 1,000 square feet of building area. Figures in the value ranges do not include kitchen equipment. Freezers and coolers are included if they are a part of the structure.

1. **Definition of Classes**

Class A- Less than 5 years old and almost always a built to suit structure to the tenant's specifications. Usually occupied by a nationally recognized franchise tenant.

Class B—Between 5 and 20 year old. Some deferred maintenance. Finishes may be outdated. May be occupied by national franchise but location may be less in demand.

Class C—Usually occupied by a second or third generation restaurant user. Some deferred maintenance and building style is dated. Age is between 25 and 50 years old.

2. **Sales Comparison Approach**

The following chart shows price ranges for the various classes of fast food stores and restaurants. Prices per square foot were derived from actual sales researched from commercial property databases.

Building Class	Low value/SF	High value/SF	Average value/SF
A	$250.00	$550.00	$400.00
B	$100.00	$250.00	$200.00
C	$50.00	$75.00	$60.00

3. **Income Approach**

Rental Ranges:

The following rental ranges presume a triple net lease arrangement. That term presumes that the tenant pays all expenses, including interior and grounds maintenance, utilities, janitorial taxes and insurance. If the property is leased on a modified gross basis, the landlord typically covers only taxes, insurance and grounds maintenance. The following chart shows typical rents for both basis.

Building Class	Rent Low/SF	Rent High/ SF	Average Rent/SF	Lease basis
A	$22.00	$35.00	$30.00	Triple Net
B	$14.00	$22.00	$20.00	Triple Net
C	$6.00	$14.00	$10.00	Triple Net

If a property is leased on a modified gross basis which may be the case with class B and C restaurant properties, typically the landlord pays taxes and insurance. In that case, the modified gross rent should be reduced by the taxes and insurance on a per square foot basis to derive the triple net rent.

Vacancy Allowance:

Building Class	Low value/%	High value/%	Average value/%
A	3%	7%	5%
B	7%	15%	10%
C	20%	30%	20%

Cap Rate Ranges:
The following cap rates were researched from actual sales of fast food restaurant properties that were leased at the time of sale. Sources are LoopNet, Costar, Catylist, Realty Rates market survey and internal confirmed sales.

Building Class	Low value	High value	Average value
A	5.5%	7.5%	6.5%
B	6.5%	10%	7.0%
C	8%	12%	9.5%

Restaurants- Full Service

Stand alone buildings between 4,000 to 10,000 square feet. Depending on the restaurant type there is a commercial kitchen and a seating area. This category is generally for places such as Appleby's, Chili's, Pizza Hut, and locally owned restaurants. Parking is between 4 and 6 spaces per 1,000 square feet of building area. Figures in the value ranges do not include kitchen equipment. Freezers and coolers are included if they are a part of the structure.

1. **Definition of Classes**

Class A- Less than 5 years old and almost always a built to suit structure to the tenants specifications. Usually occupied by a nationally recognized franchise tenant.

Class B—Between 5 and 20 year old. Some deferred maintenance. Finishes may be outdated. May be occupied by national franchise but location may be less in demand.

Class C—Usually occupied by a second or third generation restaurant user. Some deferred maintenance and building style is dated. Age is between 25 and 50 years old.

2. **Sales Comparison Approach**

The following chart shows price ranges for the various classes of sit down restaurants. Prices per square foot were derived from actual sales researched from commercial property databases.

Building Class	Low value/SF	High value/SF	Average value/SF
A	$250.00	$550.00	$400.00
B	$100.00	$250.00	$200.00
C	$50.00	$75.00	$60.00

3. **Income Approach**

Rental Ranges:

The following rental ranges presume a triple net lease arrangement. That term presumes that the tenant pays all expenses, including interior and grounds maintenance, utilities, janitorial taxes and insurance. If the property is leased on a modified gross basis, the landlord typically covers only taxes, insurance and grounds maintenance. The following chart shows typical rents for both basis.

Building Class	Rent Low/SF	Rent High/ SF	Average Rent/SF	Lease basis
A	$22.00	$35.00	$32.00	Triple Net
B	$15.00	$22.00	$18.00	Triple Net
C	$10.00	$15.00	$12.00	Triple Net

If a property is leased on a modified gross basis which may be the case with class B and C restaurant properties, typically the landlord pays taxes and insurance. In that case, the modified gross rent should be reduced by the taxes and insurance on a per square foot basis to derive the triple net rent.

Vacancy Allowance:

Building Class	Low value/%	High value/%	Average value/%
A	3%	7%	5%
B	7%	15%	10%
C	20%	30%	20%

Cap Rate Ranges:
The following cap rates were researched from actual sales of fast food restaurant properties that were leased at the time of sale. Sources are LoopNet, Costar, Catylist, Realty Rates market survey and internal confirmed sales.

Building Class	Low value	High value	Average value
A	5.5%	7.5%	6.5%
B	7%	10%	9%
C	10%	12%	11%

Auto Service/Garage

Properties devoted to auto repair and service. Buildings typically have a small showroom, customer waiting area and several service bays. No equipment is included in these figures. Lifts may be built in or separately mounted on the floor. Examples are Goodyear Auto repair, Firestone Tire Stores, and local service repair properties.

1. **Definition of Classes**

Class A- Less than 5 years old and almost always a built to suit structure to the tenants specifications. Usually occupied by a nationally recognized franchise tenant.

Class B—Between 5 and 20 year old with some deferred maintenance. Finishes may be outdated or worn. May be occupied by national franchise but location may be less in demand.

Class C—Usually occupied by a second or third generation auto repair user. Some deferred maintenance and building style is dated. Age is between 25 and 50 years old. May be a structure that was formerly a gas station.

2. **Sales Comparison Approach**

The following chart shows price ranges for the various classes of auto service garages. Prices per square foot were derived from actual sales researched from commercial property databases.

Building Class	Low value/SF	High value/SF	Average value/SF
A	$150.00	180.00	$175.00
B	$60.00	$125.00	$70.00
C	$25.00	$60.00	$45.00

3. **Income Approach**

Rental Ranges:

The following rental ranges presume a triple net lease arrangement. That term presumes that the tenant pays all expenses, including interior and grounds maintenance, utilities, janitorial taxes and insurance. If the property is leased on a modified gross basis, the landlord typically covers only taxes, insurance and grounds maintenance. The following chart shows typical rents for both scenarios.

Building Class	Rent Low/SF	Rent High/ SF	Average Rent/SF	Lease basis
A	$12.00	$18.00	$16.00	Triple Net
	$14.0	$24.00	$18.00	Modified gross
B	$10.00	$15.00	$12.00	Triple Net
	$11.00	$16.00	$14.00	Modified gross
C	$5.00	$10.00	$8.00	Triple Net
	$7.00	$12.00	$10.00	Modified gross

If a property is leased on a modified gross basis which may be the case with class B and C service garages, typically the landlord pays taxes and insurance. In that case, the modified gross rent should be reduced by the taxes and insurance on a per square foot basis to derive the triple net rent.

Vacancy Allowance:

Building Class	Low value/%	High value/%	Average value/%
A	3%	7%	5%
B	7%	15%	10%
C	20%	30%	20%

Cap Rate Ranges:
The following cap rates were researched from actual sales of service garages that were leased at the time of sale. Sources are LoopNet, Costar, Catylist, Realty Rates market survey and internal confirmed sales.

Building Class	Low value	High value	Average value
A	5.5%	7.5%	8.0%
B	7%	10%	9%
C	9%	12%	9.5%

Banks

Typically stand alone single tenant buildings on individual out parcel site. Usually between 4,000 and 6,000 square feet and generally of masonry construction. Typically has drive through window.

1. **Definition of Classes**

Class A- Always build to suit, less than 5 years old. No deferred maintenance and prime retail location. This class may also have separate offices for meeting with clients.

Class B- Between 5 and 20 years old. Some deferred maintenance and may also be in a lower demand location. Sometimes occupied by a second generation bank user.

Class C- Over 20 years old. Lots of deferred maintenance. Lower parts of the range are sometimes occupied by non bank users. In that case this class may be reassigned to a different category depending on the user and the modifications made to the building.

2. **Sales Comparison Approach**

The following chart shows price ranges for the various classes of bank buildings. Prices per square foot were derived from actual sales researched from commercial property databases.

Building Class	Low value/SF	High value/SF	Average value/SF
A	$200.00	$500.00	$400.00
B	$125.00	$150.00	$140.00
C	$50.00	$125.00	$90.00

3. **Income Approach**

Rental Ranges:

The following rental ranges presume a triple net lease arrangement. That term presumes that the tenant pays all expenses, including interior and grounds maintenance, utilities, janitorial taxes and insurance. If the property is leased on a modified gross basis, the landlord typically covers only taxes, insurance and management. The following chart shows typical rents for a triple net basis.

Building Class	Rent Low/SF	Rent High/ SF	Average Rent/SF	Lease basis
A	$24.00	$34.00	$30.00	Triple Net
B	$12.00	$20.00	$18.00	Triple Net
C	$8.00	$12.00	$10.00	Triple Net

If a property is leased on a modified gross basis which may be the case with class B and C bank properties, typically the landlord pays taxes and insurance. In that case, the triple net rate should be increased by the taxes and insurance on a per square foot basis to derive the modified gross rent.

Vacancy Allowance:

Building Class	Low value/%	High value/%	Average value/%
A	3%	7%	5%
B	7%	15%	10%
C	20%	50%	25%

Expenses:
Modified gross expenses are real estate taxes, insurance, management and roof and structural maintenance

Building Class	Expenses/SF-low	Expenses/SF-high	Average/SF	Lease basis
All classes	$2.00	$4.00	$3.00	Modified gross

Cap Rate Ranges:
The following cap rates were researched from actual sales of branch banks that were leased at the time of sale. Sources are LoopNet, Catylist, Realty Rates market survey and internal confirmed sales.

Building Class	Low value	High value	Average value
A	5.5%	7.5%	7.%
B	7%	11%	8.0%
C	10%	15%	10%

Convenience Stores-Gas Stations

Properties with gas pumps and a stand alone building with interior retail areas. Examples include Citgo, QuikTrip, Sheetz, and various other brands.

1. **Definition of Classes**

Class A- Always build to suit, less than 5 years old. No deferred maintenance and prime retail location. This class has large interior retail areas offering drinks, hot food, and multiple convenience items. Always in high visibility locations and generally on a corner.

Class B- Between 5 and 20 years old. Some deferred maintenance and may also be in a lower demand location. Sometimes occupied by a second generation user.

Class C- Over 20 years old. Lots of deferred maintenance. Lower parts of the range sometimes have no gas pumps. In that case this class may be reassigned to a different category depending on the user and the modifications made to the building. Most likely modifications in this classification will be to a service garage use.

Values estimated for this category of real estate do not include gas pumps or equipment and also do not include interior food preparation equipment. Those items are typically classified as personal property.

2. **Sales Comparison Approach**

The following chart shows price ranges for the various classes of convenience stores. Prices per square foot were derived from actual sales researched from commercial property databases.

Building Class	Low value/SF	High value/SF	Average value/SF
A	$300.00	$750.00	$500.00
B	$100.00	$200.00	$180.00
C	$35.00	$100.00	$70.00

3. **Income Approach**

Rental Ranges:

The following rental ranges presume a triple net lease arrangement. That term presumes that the tenant pays all expenses, including interior and grounds maintenance, utilities, janitorial taxes and insurance. If the property is leased on a modified gross basis, the landlord typically covers only taxes, insurance and management. The following chart shows typical rents for a triple net basis.

Building Class	Rent Low/SF	Rent High/ SF	Average Rent/SF	Lease basis
A	$24.00	$34.00	$30.00	Triple Net
B	$12.00	$20.00	$18.00	Triple Net
C	$8.00	$12.00	$10.00	Triple Net

If a property is leased on a modified gross basis which may be the case with class B and C properties, typically the landlord pays taxes and insurance. In that case, the triple net rate should be increased by the taxes and insurance on a per square foot basis to derive the modified gross rent.

Vacancy Allowance:

Building Class	Low value/%	High value/%	Average value/%
A	3%	7%	5%
B	7%	15%	10%
C	10%	30%	15%

Expenses:
Modified gross expenses are real estate taxes, insurance, management and roof and structural maintenance

Building Class	Expenses/SF-low	Expenses/SF-high	Average/SF	Lease basis
All classes	$2.00	$4.00	$3.00	Modified gross

Cap Rate Ranges:
The following cap rates were researched from actual sales of branch banks that were leased at the time of sale. Sources are LoopNet, Catylist, Realty Rates market survey and internal confirmed sales.

Building Class	Low value	High value	Average value
A	5.5%	7.5%	7.%
B	7%	11%	8.0%
C	10%	15%	10%

Self Storage

Typically self storage consists of small units with sizes between 25 and 200 square feet rented on an individual basis to consumers wanting to storage household goods or small contractors needing storage for their businesses. The properties are either pre-engineered metal construction or masonry concrete block. The better facilities have a mixture of climate controlled units and non heated or cooled units. In addition to storage units, properties also occasionally provide outside parking areas for RVs, boats and large vehicles needing separate outside storage.

1. **Definition of Classes**

Class A- Usually newer and well planned. Typically between 50 and 300 units and usually run by a nationally recognized self storage company, i.e. Public Storage, or Morningstar Self Storage. No deferred maintenance and good visibility location.

Class B- Between 5 and 20 years old. Some deferred maintenance and may also be in a lower demand location.

Class C- Over 20 years old. Lots of deferred maintenance. Smaller in size and occasionally lacks paved parking and good lighting.

2. **Sales Comparison Approach**

The following chart shows price ranges for the various classes of self storage properties. Prices per square foot were derived from actual sales researched from commercial property databases.

Building Class	Low value/SF	High value/SF	Average value/SF
A	$60.00	$100.00	$75.00
B	$45.00	$60.00	$55.00
C	$25.00	$45.00	$35.00

3. **Income Approach**

Rental Ranges:

The following rental ranges presume a **full service** arrangement. That term presumes that the landlord pays all expenses associated with operating the property. Those categories are: taxes, insurance, interior maintenance, management, grounds maintenance , roof and structural maintenance and utilities.

Building Class	Rent Low/SF	Rent High/ SF	Average Rent/SF/Yr
A	$6.50	$12.50	$11.00
B	$4.50	$7.00	$6.00
C	$0.75	$2.50	$1.75

Vacancy Allowance:

Building Class	Low value/%	High value/%	Average value/%
A	3%	7%	5%
B	7%	15%	8%
C	20%	50%	25%

Expenses:
Expenses in self storage properties are typically real estate taxes, insurance, maintenance, trash pickup, utilities, grounds maintenance, management, and reserves for replacement. The following chart shows expenses on both a per unit per year basis and also on a % of the Effective Gross Income.

Building Class	Expenses-% of Effective Gross Income
A	25% to 45%
B	35% to 55%
C	45% to 65%

Cap Rate Ranges:
The following cap rates were researched from actual sales of self storage properties that were purchased based on the net income potential. Sources are LoopNet, Catylist, Costar, Realty Rates market survey and internal confirmed sales.

Building Class	Low value	High value	Average value
A	6.5%	8%	7.5%
B	7%	15%	10%
C	10%	15%	12%

Drug Stores

These properties are typically stand alone structures on high visibility sites. Normally between 6,000 and 12,000 square feet and occupied by national drug companies such as Walgreens, or CVS.

1. **Definition of Classes**

Class A- Always build to suit, less than 5 years old. No deferred maintenance and prime retail location.

Class B- Between 5 and 20 years old. Some deferred maintenance and may also be in a lower demand location. Interior finishes are showing signs of wear and tear and may be occupied by a national chain in the middle of or nearing the end of the 20 year lease.

Class C- Over 20 years old. Lots of deferred maintenance. Lower parts of the range are dilapidated structures that may be candidates for demolition. Usually occupied by a second generation user that has adapted the building to an alternative use.

2. **Sales Comparison Approach**

The following chart shows price ranges for the various classes of drug stores. Prices per square foot were derived from actual sales researched from commercial property databases.

Building Class	Low value/SF	High value/SF	Average value/SF
A	$150.00	$450.00	$300.00
B	$125.00	$150.00	$140.00
C	$50.00	$125.00	$60.00

3. **Income Approach**

Rental Ranges:

The following rental ranges presume a triple net lease arrangement. That term presumes that the tenant pays all expenses, including interior and grounds maintenance, utilities, janitorial taxes and insurance. If the property is leased on a modified gross basis, the landlord typically covers only taxes, insurance and grounds maintenance. The following chart shows typical rents for both basis.

Building Class	Rent Low/SF	Rent High/ SF	Average Rent/SF	Lease basis
A	$25.00	$35.00	$32.00	Triple Net
B	$22.00	$28.00	$25.00	Triple Net
C	$10.00	$20.00	$15.00	Triple Net

If a property is leased on a modified gross basis which may be the case with class B and C retail properties, typically the landlord pays taxes and insurance. In that case, the modified gross rent should be reduced by the taxes and insurance on a per square foot basis to derive the triple net rent.

Vacancy Allowance:

Building Class	Low value/%	High value/%	Average value/%
A	0%	3%	1%
B	3%	10%	5%
C	7%	20%	10%

Expenses:
Modified gross expenses are_real estate taxes, insurance, management and roof and structural maintenance

Building Class	Expenses/SF-low	Expenses/SF-high	Average/SF	Lease basis
All classes	$3.00	$5.00	$4.00	Modified gross

Cap Rate Ranges:
The following cap rates were researched from actual sales of retail properties that were leased at the time of sale. Sources are LoopNet, Catylist, Realty Rates market survey and internal confirmed sales.

Building Class	Low value	High value	Average value
A	5.5%	7.5%	5.5%
B	7%	15%	7.0%
C	10%	15%	10%

Motel/Hotel

Limited Service definition

Limited service motels offer rooms at modest prices with no frills. While some of the limited service motels may offer amenities that are found in the full service category, the one important difference is that a limited service motel lacks the facilities to generate a food and beverage income stream. The following chart lists the brands that typically are classified as limited service.

America's Best Value	Element	La Quinta	SpringHill Suites
AmeriHost Inn	Fairfield Inn	Lexington Collection	Staybridge Suites
Baymont Inn	GuestHouse	MainStay Suites	Studio 6
Budget Host	Hampton Inn	Microtel Inn	Summerfield Suites
Cambria Suites	Hawthorn Suites	Motel 6	Super 8
Candlewood Suites	Holiday Inn Express	Park Inn	TownePlace Suites
Comfort Inn	Homewood Suites	Red Roof Inn	Vagabond Inn
Country Inn	Key West Inn	Residence Inn	Value Place
Country Hearth Inn	Knights Inn	Sleep Inn	Wingate Inn

Full Service definition

Full service motels offer more services to provide an all in one experience, however price points are higher that the limited service levels. Full service motels have in house restaurants, a bar, and often provide laundry service, shuttle services, a spa and a concierge. The following chart shows examples of the brands considered full service.

Conrad Hotels	Hyatt	Regent Hotels & Resorts
Marriott	InterContinental	Renaissance
Crowne Plaza	Luxury Collection	Ritz-Carlton
DoubleTree	Le Meridien	Sheraton
Embassy Suites	Preferred Hotels & Resorts	St. Regis
Hilton	Radisson	W Hotels
Holiday Inn	Red Lion	Westin

1. **Sales Comparison Approach –Limited Service**

The following chart shows price ranges on a per room basis for the limited service motel. Prices per room were derived from actual sales researched from commercial property databases.

Class A- Hotel is newly constructed, under 5 years old and associated with a national chain.

Class B- Hotel is between 5-20 years old and well maintained. Also typically associated with a national chain but may be at the lower end of the price range.

Class C- Hotel is over 20 years old and showing signs of deterioration. Most likely operates as an independent with no national chain support or reservation system.

Limited Service Values per Room

Building Class	**Low value/room**	**High value/room**	**Average value/Room**
Class A	**$50,000**	**$90,000**	**$70,000**
Class B	**$35,000**	**$45,000**	**$40,000**
Class C	**$10,000**	**$30,000**	**$20,000**

2. **Income Approach**

When valuing Hotels and motels, care must be taken to avoid including business value and FF & E(furniture, fixtures and equipment) values in the assessed value.

Room Rates

The following room rates were used for the various classes of properties.

Building Class	Low rent/room	High rent/room	Average rent/Room
Class A	$80.00	$ 130.00	$105.00
Class B	$40.00	$70.00	$60.00
Class C	$25.00	$40.00	$39.00

Vacancy Allowance:

Building Class	Low value/%	High value/%	Average value/%
A	20%	40%	30%
B	30%	50%	30%
C	30%	60%	40%

Expenses:

The following expenses are inclusive of all operating expenses needed to operate a hotel. They include departmental expenses, real estate taxes, insurance, and undistributed operating expenses such as administrative & general, marketing, property maintenance, and utilities.

Building Class	Low % of Rooms Revenue	High % of Rooms Revenue	Average % of Rooms Revenue
A	50%	80%	70%
B	60%	80%	70%
C	40%	70%	60%

Cap Rate Ranges:
The following cap rates were researched from actual sales of hotel properties that were operating the time of sale. Sources are LoopNet, Catylist, Realty Rates market survey and internal confirmed sales.

Building Class	Low value	High value	Average value
A	8.0%	10%	9%
B	10%	12%	11%
C	10%	15%	14%

Car Washes-Self Service and Automated

There are two basic types of Car Washes. The self service type consists of which is open bays that the customer drives into and pays to use the equipment and water.

The second type is the automated Car Wash, where the car is pulled through a tunnel with washing brushes and machinery automatically cleaning the car. In the case of the assessment process, the equipment involved with this type of property is usually taxed as personal property. For that reason the values assigned to these structures reflect only the physical structure and extra features.

1. **Sales Comparison Approach**

The following chart shows price ranges for the two types of car washes. Prices per square foot were derived from actual sales researched from commercial property databases.

Car Wash type	Low value/SF	High value/SF	Average value/SF
Self Service	$45.00	$180.00	$150.00
Automated	$100.00	$200.00	$180.00

2. **Income Approach**

Rental Ranges:

The following rental ranges presume a triple net lease arrangement. That term presumes that the tenant pays all expenses, including interior and grounds maintenance, utilities, janitorial taxes and insurance. If the property is leased on a modified gross basis, the landlord typically covers only taxes, insurance and grounds maintenance. The following chart shows typical rents for the triple net basis.

Description	Rent Low/SF	Rent High/ SF	Average Rent/SF	Lease basis
Self Service	$2.00	$15.00	$10.00	Triple Net
Automated	10.00	$18.00	$15.00	Triple Net

Vacancy Allowance:

Description	Low value/%	High value/%	Average value/%
Self Service	10%	30%	10%
Automated	10%	40%	15%

Expenses:
Modified gross expenses are real estate taxes, insurance, management and roof and structural maintenance

Building Class	Expenses/SF-low	Expenses/SF-high	Average/SF	Lease basis
All classes	**$3.00**	**$5.00**	**$4.00**	**Modified gross**

Cap Rate Ranges:
The following cap rates were researched from actual sales of self storage properties that were purchased based on the net income potential. Sources are LoopNet, Catylist, Costar, Realty Rates market survey and internal confirmed sales.

Description	Low value	High value	Average value
Self Service	**8.0%**	**15%**	**11%**
Automated	**8.0%**	**12%**	**10%**

Section 42 Apartments

According to the Machinery Act, Section 105-277.16 states that multi family housing designated as Section 42. Federal tax credit housing must be assessed by using the rent restricted income in place. The following statue was taken from Chapter 105 of the Machinery Act.

§ 105-277.16. A North Carolina low-income housing development to which the North Carolina Housing Finance Agency allocated a federal tax credit under section 42 of the Code is designated a special class of property under Article V, Section 2(2) of the North Carolina Constitution and must be appraised, assessed, and taxed in accordance with this section. The assessor must use the income approach as the method of valuation for property classified under this section and must take rent restrictions that apply to the property into consideration in determining the income attributable to the property. The assessor may not consider income tax credits received under section 42 of the Code or under G.S. 105-129.42 in determining the income attributable to the property. (2008-146, s. 3.1; 2008-187, s. 47.6.)

Effective gross income for Section 42 properties are assessed using the rent restricted income and then capitalizing the net income using the expense and capitalization rates from the parameters used in other non restricted multi family projects.

A D D E N D U M

§ 105-286. Time for general reappraisal of real property.

(a) Octennial Cycle. - Each county must reappraise all real property in accordance with the provisions of G.S. 105-283 and G.S. 105-317 as of January 1 of the year set out in the following schedule and every eighth year thereafter, unless the county is required to advance the date under subdivision (2) of this section or chooses to advance the date under subdivision (3) of this section.

(1) Schedule of Initial Reappraisals.

Division One - 1972: Avery, Camden, Cherokee, Cleveland, Cumberland, Guilford, Harnett, Haywood, Lee, Montgomery, Northampton, and Robeson.

Division Two - 1973: Caldwell, Carteret, Columbus, Currituck, Davidson, Gaston, Greene, Hyde, Lenoir, Madison, Orange, Pamlico, Pitt, Richmond, Swain, Transylvania, and Washington.

Division Three - 1974: Ashe, Buncombe, Chowan, Franklin, Henderson, Hoke, Jones, Pasquotank, Rowan, and Stokes.

Division Four - 1975: Alleghany, Bladen, Brunswick, Cabarrus, Catawba, Dare, Halifax, Macon, New Hanover, Surry, Tyrrell, and Yadkin.

Division Five - 1976: Bertie, Caswell, Forsyth, Iredell, Jackson, Lincoln, Onslow, Person, Perquimans, Rutherford, Union, Vance, Wake, Wilson, and Yancey.

Division Six - 1977: Alamance, Durham, Edgecombe, Gates, Martin, Mitchell, Nash, Polk, Randolph, Stanly, Warren, and Wilkes.

Division Seven - 1978: Alexander, Anson, Beaufort, Clay, Craven, Davie, Duplin, and Granville.

Division Eight - 1979: Burke, Chatham, Graham, Hertford, Johnston, McDowell, Mecklenburg, Moore, Pender, Rockingham, Sampson, Scotland, Watauga, and Wayne.

(2) Mandatory Advancement. - A county whose population is 75,000 or greater according to the most recent annual population estimates certified to the Secretary by the State Budget Officer must conduct a reappraisal of real property when the county's sales assessment ratio determined under G.S. 105-289(h) is less than .85 or greater than 1.15, as indicated on the notice the county receives under G.S. 105-284. A reappraisal required under this subdivision must become effective no later than January 1 of the earlier of the following years:

a. The third year following the year the county received the notice.

b. The eighth year following the year of the county's last reappraisal.

(3) Optional Advancement. - A county may conduct a reappraisal of real property earlier than required by subdivision (1) or (2) of this subsection if the board of county commissioners adopts a resolution providing for advancement of the reappraisal. The resolution must designate the effective date of the advanced reappraisal and may designate a new reappraisal cycle that is more frequent than the octennial cycle set in subdivision (1) of this subsection. The board of county commissioners must promptly forward a copy of the resolution adopted under this subdivision to the Department of Revenue. A more

frequent reappraisal cycle designated in a resolution adopted under this subdivision continues in effect after a mandatory reappraisal required under subdivision (2) of this subsection unless the board of county commissioners adopts another resolution that designates a different date for the county's next reappraisal.

(b), (c) Repealed by Session Laws 2008-146, s. 1.1, effective July 1, 2009. (1939, c. 310, s. 300; 1941, c. 282, ss. 1, 11/2; 1943, c. 634, s. 1; 1945, c. 5; 1947, c. 50; 1949, c. 109; 1951, c. 847; 1953, c. 395; 1955, c. 1273; 1957, c. 1453, s. 1; 1959, c. 704, s. 1; 1971, c. 806, s. 1; 1973, c. 476, s. 193; 1987, c. 45, s. 1; 2008-146, s. 1.1.)

Article 13.

Standards for Appraisal and Assessment.

§ 105-283. Uniform appraisal standards.

All property, real and personal, shall as far as practicable be appraised or valued at its true value in money. When used in this Subchapter, the words "true value" shall be interpreted as meaning market value, that is, the price estimated in terms of money at which the property would change hands between a willing and financially able buyer and a willing seller, neither being under any compulsion to buy or to sell and both having reasonable knowledge of all the uses to which the property is adapted and for which it is capable of being used. For the purposes of this section, the acquisition of an interest in land by an entity having the power of eminent domain with respect to the interest acquired shall not be considered competent evidence of the true value in money of comparable land. (1939, c. 310, s. 500; 1953, c. 970, s. 5; 1955, c. 1100, s. 2; 1959, c. 682; 1967, c. 892, s. 7; 1969, c. 945, s. 1; 1971, c. 806, s. 1; 1973, c. 695, s. 11; 1977, 2nd Sess., c. 1297.)

Article 19.

Administration of Real and Personal Property Appraisal.

§ 105-317. Appraisal of real property; adoption of schedules, standards, and rules.

(a) Whenever any real property is appraised it shall be the duty of the persons making appraisals:

(1) In determining the true value of land, to consider as to each tract, parcel, or lot separately listed at least its advantages and disadvantages as to location; zoning; quality of soil; waterpower; water privileges; dedication as a nature preserve; conservation or preservation agreements; mineral, quarry, or other valuable deposits; fertility; adaptability for agricultural, timber-producing, commercial, industrial, or other uses; past income; probable future income; and any other factors that may affect its value except growing crops of a seasonal or annual nature.

(2) In determining the true value of a building or other improvement, to consider at least its location; type of construction; age; replacement cost; cost; adaptability for residence, commercial, industrial, or other uses; past income; probable future income; and any other factors that may affect its value.

(3) To appraise partially completed buildings in accordance with the degree of completion on January 1.

(b) In preparation for each revaluation of real property required by G.S. 105-286, it shall be the duty of the assessor to see that:

(1) Uniform schedules of values, standards, and rules to be used in appraising real property at its true value and at its present-use value are prepared and are sufficiently detailed to enable those making appraisals to adhere to them in appraising real property.

(2) Repealed by Session Laws 1981, c. 678, s. 1.

(3) A separate property record be prepared for each tract, parcel, lot, or group of contiguous lots, which record shall show the information required for compliance with the provisions of G.S. 105-309 insofar as they deal with real property, as well as that required by this section. (The purpose of this subdivision is to require that individual property records be maintained in sufficient detail to enable property owners to ascertain the method, rules, and standards of value by which property is appraised.)

(4) The property characteristics considered in appraising each lot, parcel, tract, building, structure and improvement, in accordance with the schedules of values, standards, and rules, be accurately recorded on the appropriate property record.

(5) Upon the request of the owner, the board of equalization and review, or the board of county commissioners, any particular lot, parcel, tract, building, structure or improvement be actually visited and observed to verify the accuracy of property characteristics on record for that property.

(6) Each lot, parcel, tract, building, structure and improvement be separately appraised by a competent appraiser, either one appointed under the provisions of G.S. 105-296 or one employed under the provisions of G.S. 105-299.

(7) Notice is given in writing to the owner that he is entitled to have an actual visitation and observation of his property to verify the accuracy of property characteristics on record for that property.

(c) The values, standards, and rules required by subdivision (b)(1) shall be reviewed and approved by the board of county commissioners before January 1 of the year they are applied. The board of county commissioners may approve the schedules of values, standards, and rules to be used in appraising real property at its true value and at its present-use value either separately or simultaneously. Notice of the receipt and adoption by the board of county commissioners of either or both the true value and present-use value schedules, standards, and rules, and notice of a property owner's right to comment on and contest the schedules, standards, and rules shall be given as follows:

(1) The assessor shall submit the proposed schedules, standards, and rules to the board of county commissioners not less than 21 days before the meeting at which they will be considered by the board. On the same day that they are submitted to the board for its consideration, the assessor shall file a copy of the proposed schedules, standards, and rules in his office where they shall remain available for public inspection.

(2) Upon receipt of the proposed schedules, standards, and rules, the board of commissioners shall publish a statement in a newspaper having general circulation in the county stating:

a. That the proposed schedules, standards, and rules to be used in appraising real property in the county have been submitted to the board of county commissioners and are available for public inspection in the assessor's office; and

b. The time and place of a public hearing on the proposed schedules, standards, and rules that shall be held by the board of county commissioners at least seven days before adopting the final schedules, standards, and rules.

(3) When the board of county commissioners approves the final schedules, standards, and rules, it shall issue an order adopting them. Notice of this order shall be published once a week for four successive weeks in a newspaper having general circulation in the county, with the last publication being not less than seven days before the last day for challenging the validity of the schedules, standards, and rules by appeal to the Property Tax Commission. The notice shall state:

a. That the schedules, standards, and rules to be used in the next scheduled reappraisal of real property in the county have been adopted and are open to examination in the office of the assessor; and

b. That a property owner who asserts that the schedules, standards, and rules are invalid may except to the order and appeal therefrom to the Property Tax Commission within 30 days of the date when the notice of the order adopting the schedules, standards, and rules was first published.

(d) Before the board of county commissioners adopts the schedules of values, standards, and rules, the assessor may collect data needed to apply the schedules, standards, and rules to each parcel in the county.

§ 105-287. Changing appraised value of real property in years in which general reappraisal is not made.

(a) In a year in which a general reappraisal of real property in the county is not made under G.S. 105-286, the property shall be listed at the value assigned when last appraised unless the value is changed in accordance with this section. The assessor shall increase or decrease the appraised value of real property, as determined under G.S. 105-286, to recognize a change in the property's value resulting from one or more of the following reasons:

(1) Correct a clerical or mathematical error.

(2) Correct an appraisal error resulting from a misapplication of the schedules, standards, and rules used in the county's most recent general reappraisal.

(2a) Recognize an increase or decrease in the value of the property resulting from a conservation or preservation agreement subject to Article 4 of Chapter 121 of the General Statutes, the Conservation and Historic Preservation Agreements Act.

(2b) Recognize an increase or decrease in the value of the property resulting from a physical change to the land or to the improvements on the land, other than a change listed in subsection (b) of this section.

(2c) Recognize an increase or decrease in the value of the property resulting from a change in the legally permitted use of the property.

(3) Recognize an increase or decrease in the value of the property resulting from a factor other than one listed in subsection (b).

(b) In a year in which a general reappraisal of real property in the county is not made, the assessor may not increase or decrease the appraised value of real property, as determined under G.S. 105-286, to recognize a change in value caused by:

(1) Normal, physical depreciation of improvements;

(2) Inflation, deflation, or other economic changes affecting the county in general; or

(3) Betterments to the property made by:

a. Repainting buildings or other structures;

b. Terracing or other methods of soil conservation;

c. Landscape gardening;

d. Protecting forests against fire; or

e. Impounding water on marshland for non-commercial purposes to preserve or enhance the natural habitat of wildlife.

(c) An increase or decrease in the appraised value of real property authorized by this section shall be made in accordance with the schedules, standards, and rules used in the county's most recent general reappraisal. An increase or decrease in appraised value made under this section is effective as of January 1 of the year in which it is made and is not retroactive. The reason for an increase or decrease in appraised value made under this section need not be under the control of or at the request of the owner of the affected property. This section does not modify or restrict the provisions of G.S. 105-312 concerning the appraisal of discovered property.

(d) Notwithstanding subsection (a), if a tract of land has been subdivided into lots and more than five acres of the tract remain unsold by the owner of the tract, the assessor may appraise the unsold portion as land acreage rather than as lots. A tract is considered subdivided into lots when the lots are located on streets laid out and open for travel and the lots have been sold or offered for sale as lots since the last appraisal of the property.

§ 105-299. (Effective until July 1, 2013 – see notes) Employment of experts.

The board of county commissioners may employ appraisal firms, mapping firms or other persons or firms having expertise in one or more of the duties of the assessor to assist the assessor in the performance of these duties. The county may also assign to county agencies, or contract with State or federal agencies for, any duties involved with the approval or auditing of use-value accounts. The county may make available to these persons any information it has that will facilitate the performance of a contract entered into pursuant to this section. Persons receiving this information are subject to the provisions of G.S. 105-289(e) and G.S. 105-259 regarding the use and disclosure of information provided to them by the county. Any person employed by an appraisal firm whose duties include the appraisal of property for the county must be required to demonstrate that he or she is qualified to carry out these duties by achieving a passing grade on a comprehensive examination in the appraisal of property administered by the Department of Revenue. In the employment of these firms, primary consideration must be given to the firms registered with the Department of Revenue pursuant to G.S. 105-289(i). A copy of the specifications to be submitted to potential bidders and a copy of the proposed contract may be sent by the board to the Department of Revenue for review before the invitation or acceptance of any bids. Contracts for the employment of these firms or persons are contracts for personal services and are not subject to the provisions of Article 8, Chapter 143, of the General Statutes.

§ 105-299. (Effective July 1, 2013 until July 1, 2015 – see notes) Employment of experts.

The board of county commissioners may employ appraisal firms, mapping firms or other persons or firms having expertise in one or more of the duties of the assessor to assist the assessor in the performance of these duties. The county may also assign to county agencies, or contract with State or federal agencies for, any duties involved with the approval or auditing of use-value accounts. The county may make available to these persons any information it has that will facilitate the performance of a contract entered into pursuant to this section. Persons receiving this information are subject to the provisions of G.S. 105-289(e) and G.S. 105-259 regarding the use and disclosure of information provided to them by the county. Any person employed by an appraisal firm whose duties include the appraisal of property for the county must be required to demonstrate that he or she is qualified to carry out these duties by achieving a passing grade on a comprehensive examination in the appraisal of property administered by the Department of Revenue. In the employment of these firms, primary consideration must be given to the firms registered with the Department of Revenue pursuant to G.S. 105-289(i). A copy of the specifications to be submitted to potential bidders and a copy of the proposed contract may be sent by the board to the Department of Revenue for review before the invitation or acceptance of any bids. Contracts for the employment of these firms or persons are contracts for personal services and are not subject to the provisions of Article 8, Chapter 143, of the General Statutes. If the board of county commissioners employs any person or firm to assist the assessor in the performance of the assessor's duties, the person or firm may not be compensated, in whole or in part, on a contingent fee basis or any other similar method that may impair the assessor's independence or the perception of the assessor's independence by the public.

§ 105-299. (Effective July 1, 2015 – see notes) Employment of experts.

The board of county commissioners may employ appraisal firms, mapping firms or other persons or firms having expertise in one or more of the duties of the assessor to assist the assessor in the performance of these duties. The county may also assign to county agencies, or contract with State or federal agencies for, any duties involved with the approval or auditing of use-value accounts. The county may make available to these persons any information it has that will facilitate the performance of a contract entered into pursuant to this section. Persons receiving this information are subject to the provisions of G.S. 105-289(e) and G.S. 105-259 regarding the use and disclosure of information provided to them by the county. Any person employed by an appraisal firm whose duties include the appraisal of property for the county must be required to demonstrate that he or she is qualified to carry out these duties by achieving a passing grade on a comprehensive examination in the appraisal of property administered by the Department of Revenue. In the employment of these firms, primary consideration must be given to the firms registered with the Department of Revenue pursuant to G.S. 105-289(i). A copy of the specifications to be submitted to potential bidders and a copy of the proposed contract may be sent by the board to the Department of Revenue for review before the invitation or acceptance of any bids. Contracts for the employment of these firms or persons are contracts for personal services and are not subject to the provisions of Article 8, Chapter 143, of the General Statutes.

Article 14.

Time for Listing and Appraising Property for Taxation.

§ 105-285. Date as of which property is to be listed and appraised.

(a) Annual Listing Required. – All property subject to ad valorem taxation shall be listed annually.

(b) Personal Property; General Rule. – Except as otherwise provided in this Chapter, the value, ownership, and place of taxation of personal property, both tangible and intangible, shall be determined annually as of January 1.

(c) Repealed by Session Laws 1987, c. 813, s. 12.

(d) Real Property. – The value of real property shall be determined as of January 1 of the years prescribed by G.S. 105-286 and G.S. 105-287. The ownership of real property shall be determined annually as of January 1, except in the following situation: When any real property is acquired after January 1, but prior to July 1, and the property was not subject to taxation on January 1 on account of its exempt status, it shall be listed for taxation by the transferee as of the date of acquisition and shall be appraised in accordance with its true value as of January 1 preceding the date of acquisition; and the property shall be taxed for the fiscal year of the taxing unit beginning on July 1 of the year in which it is acquired. The person in whose name such property is listed shall have the right to appeal the listing, appraisal, and assessment of the property in the same manner as that provided for listings made as of January 1.

In the event real property exempt as of January 1 is, prior to July 1, acquired from a governmental unit that by contract is making payments in lieu of taxes to the taxing unit for the fiscal period beginning July 1 of the year in which the property is acquired, the tax on such property for the fiscal period beginning on July 1 immediately following acquisition shall be one half of the amount of the tax that would have been imposed if the property had been listed for taxation as of January 1.

§ 105-277.7. Use-Value Advisory Board.

(a) Creation and Membership. – The Use-Value Advisory Board is established under the supervision of the Agricultural Extension Service of North Carolina State University. The Director of the Agricultural Extension Service of North Carolina State University shall serve as the chair of the Board. The Board shall consist of the following additional members, to serve ex officio:

(1) A representative of the Department of Agriculture and Consumer Services, designated by the Commissioner of Agriculture.

(2) A representative of the North Carolina Forest Service of the Department of Agriculture and Consumer Services, designated by the Director of that Division.

(3) A representative of the Agricultural Extension Service at North Carolina Agricultural and Technical State University, designated by the Director of the Extension Service.

(4) A representative of the North Carolina Farm Bureau Federation, Inc., designated by the President of the Bureau.

(5) A representative of the North Carolina Association of Assessing Officers, designated by the President of the Association.

(6) The Director of the Property Tax Division of the North Carolina Department of Revenue or the Director's designee.

(7) A representative of the North Carolina Association of County Commissioners, designated by the President of the Association.

(8) A representative of the North Carolina Forestry Association, designated by the President of the Association.

(b) Staff. – The Agricultural Extension Service at North Carolina State University must provide clerical assistance to the Board.

(c) Duties. – The Board must annually submit to the Department of Revenue a recommended use-value manual. In developing the manual, the Board may consult with federal and State agencies as needed. The manual must contain all of the following:

(1) The estimated cash rental rates for agricultural lands and horticultural lands for the various classes of soils found in the State. The rental rates must recognize the productivity levels by class of soil or geographic area, and the crop as either agricultural or horticultural. The rental rates must be based on the rental value of the land to be used for agricultural or horticultural purposes when those uses are presumed to be the highest and best use of the land. The recommended rental rates may be established from individual county studies or from contracts with federal or State agencies as needed.

(2) The recommended net income ranges for forestland furnished to the Board by the Forestry Section of the North Carolina Cooperative Extension Service. These net income ranges may be based on up to six classes of land within each Major Land Resource Area designated by the United States Soil Conservation Service. In developing these ranges, the Forestry Section must consider the soil productivity and indicator tree species or stand type, the average stand establishment and annual management costs, the average rotation length and timber yield, and the average timber stumpage prices.

(3) The capitalization rates adopted by the Board prior to February 1 for use in capitalizing incomes into values. The capitalization rate for forestland shall be nine percent (9%). The capitalization rate for agricultural land and horticultural land must be no less than six percent (6%) and no more than seven percent (7%). The incomes must be in the form of cash rents for agricultural lands and horticultural lands and net incomes for forestlands.

(4) The value per acre adopted by the Board for the best agricultural land. The value may not exceed one thousand two hundred dollars ($1,200).

(5) Recommendations concerning any changes to the capitalization rate for agricultural land and horticultural land and to the maximum value per acre for the best agricultural land and horticultural land based on a calculation to be determined by the Board. The Board shall annually report these recommendations to the Revenue Laws Study Committee and to the President Pro Tempore of the Senate and the Speaker of the House of Representatives.

(6) Recommendations concerning requirements for horticultural land used to produce evergreens intended for use as Christmas trees when requested to do so by the Department.

§ 105-284. Uniform assessment standard.

(a) Except as otherwise provided in this section, all property, real and personal, shall be assessed for taxation at its true value or use value as determined under G.S. 105-283 or G.S. 105-277.6, and taxes levied by all counties and municipalities shall be levied uniformly on assessments determined in accordance with this section.

(b) The assessed value of public service company system property subject to appraisal by the Department of Revenue under G.S. 105-335(b)(1) shall be determined by applying to the allocation of such value to each county a percentage to be established by the Department of Revenue. The percentage to be applied shall be either:

(1) The median ratio established in sales assessment ratio studies of real property conducted by the Department of Revenue in the county in the year the county conducts a reappraisal of real property and in the fourth and seventh years thereafter; or

(2) A weighted average percentage based on the median ratio for real property established by the Department of Revenue as provided in subdivision (1) and a one hundred percent (100%) ratio for personal property. No percentage shall be applied in a year in which the median ratio for real property is ninety percent (90%) or greater.

If the median ratio for real property in any county is below ninety percent (90%) and if the county assessor has provided information satisfactory to the Department of Revenue that the county follows accepted guidelines and practices in the assessment of business personal property, the weighted average percentage shall be applied to public service company property. In calculating the weighted average percentage, the Department shall use the assessed value figures for real and personal property reported by the county to the Local Government Commission for the preceding year. In any county which fails to demonstrate that it follows accepted guidelines and practices, the percentage to be applied shall be the median ratio for real property. The percentage established in a year in which a sales assessment ratio study is conducted shall continue to be applied until another study is conducted by the Department of Revenue.

(c) Notice of the median ratio and the percentage to be applied for each county shall be given by the Department of Revenue to the chairman of the board of commissioners not later than April 15 of the year for which it is to be effective. Notice shall also be given at the same time to the public service companies whose property values are subject to adjustment under this section. Either the county or an affected public service company may challenge the real property ratio or the percentage established by the Department of Revenue by giving notice of exception within 30 days after the mailing of the Department's notice. Upon receipt of such notice of exception, the Department shall arrange a conference with the challenging party or parties to review the matter. Following the conference, the Department shall notify the challenging party or parties of its final determination in the matter. Either party may appeal the Department's determination to the Property Tax Commission by giving notice of appeal within 30 days after the mailing of the Department's decision.

(d) Property that is in a development financing district and that is subject to an agreement entered into pursuant to G.S. 159-108 shall be assessed at its true value or at the minimum value set out in the agreement, whichever is greater.

§ 105-277.6. Agricultural, horticultural and forestland – Appraisal; computation of deferred tax.

(a) In determining the amount of the deferred taxes herein provided, the assessor shall use the appraised valuation established in the county's last general revaluation except for any changes made under the provisions of G.S. 105-287.

(b) In revaluation years, as provided in G.S. 105-286, all property entitled to classification under G.S. 105-277.3 shall be reappraised at its true value in money and at its present use value as of the effective date of the revaluation. The two valuations shall continue in effect and shall provide the basis for deferred taxes until a change in one or both of the appraisals is required by law. The present use-value schedule, standards, and rules shall be used by the tax assessor to appraise property receiving the benefit of this classification until the next general revaluation of real property in the county as required by G.S. 105-286.

(c) Repealed by Session Laws 1987, c. 295, s. 2. (1973, c. 709, s. 1; 1975, c. 746, ss. 9, 10; 1987, c. 45, s. 1, c. 295, s. 2.)

Article 30.

General Provisions.

§ 105-394. Immaterial irregularities.

Immaterial irregularities in the listing, appraisal, or assessment of property for taxation or in the levy or collection of the property tax or in any other proceeding or requirement of this Subchapter shall not invalidate the tax imposed upon any property or any process of listing, appraisal, assessment, levy, collection, or any other proceeding under this Subchapter.

The following are examples of immaterial irregularities:

(1) The failure of list takers, tax supervisors, or members of boards of equalization and review to take and subscribe the oaths required of them.

(2) The failure to sign the affirmation required on the abstract.

(3) The failure to list, appraise, or assess any property for taxation or to levy any tax within the time prescribed by law.

(4) The failure of the board of equalization and review to meet or to adjourn within the time prescribed by law or to give any required notice of its meetings and adjournment.

(5) Any defect in the description upon any abstract, tax receipt, tax record, notice, advertisement, or other document, of real or personal property, if the description be sufficient to enable the tax collector or any person interested to determine what property is meant by the description. (In such cases the tax supervisor or tax collector may correct the description on the documents bearing the defective description, and the correct description shall be used in any documents later issued in tax foreclosure proceedings authorized by this Subchapter.)

(6) The failure of the collector to advertise any tax lien.

(7) Repealed by Session Laws 1983, c. 808, s. 11.

(8) Any irregularity or informality in the order or manner in which tax liens on real property are offered for sale.

(9) The failure to make or serve any notice mentioned in this Subchapter.

(10) The omission of a dollar mark or other designation descriptive of the value of figures upon any document required by this Subchapter.

(11) Any other immaterial informality, omission, or defect on the part of any person in any proceeding or requirement of this Subchapter. (1939, c. 310, s. 1715; 1965, c. 192, ss. 1, 2; 1971, c. 806, s. 1; 1983, c. 808, ss. 10, 11.)

MINUTES OF THE BOARD OF
ROWAN COUNTY COMMISSIONERS
AUGUST 7, 1995 - 9:00 A.M.
SETH MURDOCH AUDITORIUM, AGRICULTURE BUILDING

PRESENT: Todd Arey, Chairman
Thomas M. Webb, Vice-Chairman
J. Newton Cohen, Member
Steve Blount, Member
Jim Neely, Member

The County Manager, County Attorney, Finance Director and Clerk to the Board were also in attendance. Chairman Arey called the meeting to order and gave the invocation.

ADDITIONS TO THE AGENDA:

* Commissioner Webb relayed the names of winners from the Rowan County junior dairy show that was held August 2, 1995, as attached to these minutes.

* Chairman Arey stated he wanted to add a discussion and vote of the 911 surcharge that had been tabled from the previous meeting. He added that he would also like to have a short closed session to discuss personnel.

CONSIDERATION OF CONSENT AGENDA:

Chairman Arey asked if there was any discussion among the Board concerning the consent agenda items. Commissioner Blount moved to approve the items as submitted. Commissioner Webb seconded and the motion passed by a unanimous vote. The consent agenda items consisted of:

a) approval of minutes from 7/17/95 and 7/31/95.
b) approval of refunds totaling $292.09
c) Tax Collector's report
d) approval of unanimous petitions for the road name changes of *Fellowship Park Road* and *Water Oak Lane*.

RECOGNITION OF STATE 3A CHAMPIONS-EAST ROWAN BASEBALL TEAM:

Chairman Arey recognized the East Rowan Baseball Team for winning the State 3A championship. The Board presented each player with a certificate of appreciation and congratulated them for their hard work.

PUBLIC HEARING: ROAD NAME CHANGES:

Commissioner Webb moved to open the public hearing for comments on proposed road name changes. Commissioner Cohen seconded and the motion passed by a unanimous vote. The road name changes were Allman Farm Road, Field Trace Road, Red Rose Lane, Wal-Hollow Lane, and Wild Bill Lane. Chairman Arey called for public comment and there being none offered, Commissioner Blount moved to close the public hearing. Commissioner Webb seconded and the motion passed unanimously. Commissioner Blount then moved to approve the road name changes. Commissioner Neely seconded and the motion passed by a unanimous vote.

DISCUSSION ON COURTHOUSE REQUESTS:

Clerk of Court Terry Osborne read a prepared letter to the Board concerning space needs and facility repairs needed for the existing court facilities. He stated he was concerned over the structural damage sustained during basement flooding and lack of working space. Chairman Arey stated that the Board had not wanted to work on the court facility until the Justice Center was completed. He stated he would like to determine how the city could be forced to pay a fair share for use of the building. Commissioner Blount stated the County needed to meet with all interested parties in determining an operation plan and a plan of action for the facilities. He added that an alarm system or backup pump should be added to control the possibility of the basement flooding. Commissioner Blount then moved to hold joint meeting to determine a plan for space requirements and a facility use plan. Commissioner Neely seconded and the motion passed unanimously. Chairman Arey asked if the meeting should include the full Board. Commissioner Blount stated he did not feel the entire Board would be required and perhaps the building committee could meet.

CONSIDERATION OF 911 SURCHARGE:

Chairman Arey asked if there was discussion among the Board concerning the 911 surcharge as a means of paying for the 911 phone lines and to update the mapping system tied into the 911 system. Commissioner Webb noted that the mapping update would only be for mapping tied to 911. Commissioner Blount added that the mapping would be a great benefit to the community in many ways other than 911. Mr. Russell then gave an explanation of the 911 system and a sequence of past events leading to the current request. Commissioner Neely asked

if the $0.50 portion of the charge would be dropped after the mapping is paid for. Mr. Russell answered yes the Board would be able to delete that portion if it wished. Commissioner Neely stated he would like that to be part of the motion. The Board was then given a chart of the necessary charges throughout the next five years. The chart showed a decrease in fees to a final charge of $0.19. Chairman Arey moved to approve the 911 charges. Commissioner Blount seconded. Commissioner Neely asked for the motion to include taking $0.50 off the charge when the mapping is complete. Chairman Arey stated the Board should address the charge each year during the budget and determine the rate. He then added to his motion that it was the intent of this Board review the charge when the mapping is completed. Commissioner Cohen offered an amendment to the motion to attach a $0.25 surcharge to the telephone bills and us fund balance to pay for the mapping, replacing the amount used from fund balance with next year's growth. Commissioner Cohen's amendment died for lack of a second. Chairman Arey then called for question on his motion and the motion passed by a vote of 4/1 with Commissioner Cohen voting "no".

REPORT FROM BOARD OF EQUALIZATION & REVIEW:

Tax Assessor Jerry Rowland gave the Board final figures from the revaluation and boards of equalization and review. Commissioner Webb stated he felt the boards went very well having served for may of the meetings. He added that in the future the members should be appointed earlier in the process to allow them to become familiar with the revaluation process. Mr. Rowland requested approval of a resolution to advance the revaluation schedule to 1995 and then every four years thereafter. Chairman Arey moved to approve the resolution. Commissioner Blount seconded and the motion passed unanimously.

UPDATE ON TAX DISCOVERY:

Jerry Rowland, Joe Williams and Phil Evans reviewed with the Board the progress of a tax discovery for a local company. Mr. Evans explained how the findings were reached and stated they would now issue a final discovery and which time the company may begin formal appeals of the amount due to the County. Mr. Evans stated the discovery found approximately 1.6 million in back taxes with penalties and interest owed. Mr. Evans recommended the Board seek outside legal council in someone who is trained for this specific area of the law. John Holshouser agreed with Mr. Evans and told the Board he would work as far as he could on the case and when he felt he had reached his limit he would recommend to the Board to seek the outside counsel.

PROPOSED NOISE ORDINANCE CONSIDERATIONS:

Ed Muire reviewed the current noise ordinance with the Board and recommended five possible solutions to make the ordinance enforceable. The five

recommendations were: develop decibel based standards for noise control, designating the Sheriff's Office as the office responsible for enforcement, define penalties for violation, set criteria for permits to exceed, determine exemptions from the ordinance. Staff recommended drafting a new ordinance and consulting with the Sheriff's Office then presenting it to the Board. Commissioner Blount stated it seemed that the biggest issue was grandfathering and who should be included. Commissioner Neely added that the ordinance needed specific rules for grandfathering some types of businesses. The Board referred the ordinance to staff for was as requested.

RECOMMENDATION FOR JUNK YARD/CAR ORDINANCE:

Planner Marion Lytle gave a brief overview of the ordinance reviewing the definitions for junked and abandoned cars. Commissioner Webb stated the ordinance needed a time period to allow cars to be parked in front of a building because someone may be waiting on a part. Mr. Lytle stated staff could add a time frame for car restoration. He reiterated that the ordinance would mainly be enforced by complaint. Commissioner Neely stated he would like to have the opportunity to study the document. The Board agreed they would hold a worksession to study the ordinance and set a public hearing at that time.

ARTHRITIS POOL PROGRAM FEE INCREASE:

Health Director John Shaw discussed with the Board state cuts to arthritis programs. He stated the county would lose $14,991 in the state funds. The Health Board proposed asking the participants to donate $2.50 each week for the twice a week program to help compensate for the loss. He stated the county could not charge the participants because the program receives federal funds. He asked the Board for permission to proceed with the first ten week session to determine the feasibility of the proposal. The Board agreed by consensus to the test for the first session.

REQUEST FOR SUPPORT OF SPENCER SHOPS CENTENNIAL CELEBRATION:

Ms. Kay Saintsing reviewed with the Board the planned celebration events for the Spencer Shops centennial anniversary. She stated the centennial coordination group was seeking a contribution from the county to become a partner in the celebration. Chairman Arey thanked Ms. Saintsing and stated the Board would accept the information and determine at a later date the amount of a contribution.

PERSONNEL BOARD POLICY REVIEW:

A revised personnel policy was presented to the Board. The policy would allow the personnel board to review reclassifications, salary adjustments, hiring new employees above step 4, and the review of personnel policies. Commissioner Neely stated he supported the new policy because he did not feel the personnel polices covered should be a function of the full board. Chairman Arey added that the Board of Commissioners would set the policy and the personnel board would implement the policy. Commissioner Blount moved to adopt the policy change. Commissioner Neely seconded and the motion passed by a vote of 4/1 with Commissioner Cohen voting "no".

ROAD PAVING POLICY:

Commissioner Blount stated that he and Commissioner Neely had met with representatives from Kannapolis Country Estates and determined that they should work with the state and the state had seemed to be taking more interest in helping. He explained that the county had exhausted all efforts to resolve the problem and the Board agreed by consensus to permanently table this issue.

COMMUNITY BUILDING USE PROPOSALS:

Commissioner Cohen asked to table discussions on uses for the Community Building until space needs at the Courthouse were determined.

BOARD APPOINTMENTS

Chairman Arey asked to delay Board appointments. The Board agreed by consensus, however, to removed George Bender from the Nursing Home Advisory Board at the request of it's chairman.

RESULTS OF AIRPORT USE SURVEY:

Mr. Russell reviewed the results from an survey sent to transient and based airport users. Commissioner Blount stated the Board needed to address all of the issues at the airport including the FBO and the Airport Board. Chairman Arey stated he would like to have a worksession to determine what the Board wants from the airport. The Board agreed by consensus to meet at 2:00 p.m. on August 21, 1995.

* John Holshouser told the Board that the legal fees and litigation fees involved in the Elvis King vs. Rowan County had been lowered but the final ruling had not been made.

Chairman Arey moved to enter closed session to discuss personnel. Commissioner Blount seconded the motion and it passed unanimously. Upon conclusion of closed session Commissioner Webb moved to return to open session.

Commissioner Blount seconded and the motion passed by a unanimous vote. Commissioner Webb then moved to adjourn the meeting. Commissioner Blount seconded the motion and it passed unanimously.

Respectfully Submitted,

Kelly Dickinson, Clerk to the Board

STANDARD 5: MASS APPRAISAL, DEVELOPMENT

In developing a mass appraisal, an appraiser must be aware of, understand, and correctly employ those recognized methods and techniques necessary to produce and communicate credible mass appraisals.

FAQ See also FAQ 117-241

Comment: STANDARD 5 applies to all mass appraisals of real or personal property regardless of the purpose or use of such appraisals.[53] STANDARD 5 is directed toward the substantive aspects of developing credible analyses, opinions, and conclusions in the mass appraisal of properties. The reporting and jurisdictional exceptions applicable to public mass appraisals prepared for ad valorem taxation do not apply to mass appraisals prepared for other purposes.

A mass appraisal includes:

1) identifying properties to be appraised;
2) defining market area of consistent behavior that applies to properties;
3) identifying characteristics (supply and demand) that affect the creation of value in that market area;
4) developing a model structure that reflects the relationship among the characteristics affecting value in the market area;
5) calibrating the model structure to determine the contribution of the individual characteristics affecting value;
6) applying the conclusions reflected in the model to the characteristics of the property(ies) being appraised; and
7) reviewing the mass appraisal results.

The JURISDICTIONAL EXCEPTION RULE may apply to several sections of STANDARD 5 because ad valorem tax administration is subject to various state, county, and municipal laws.

STANDARDS RULE 5-1

In developing a mass appraisal, an appraiser must:

(a) be aware of, understand, and correctly employ those recognized methods and techniques necessary to produce a credible mass appraisal;

Comment: Mass appraisal provides for a systematic approach and uniform application of appraisal methods and techniques to obtain estimates of value that allow for statistical review and analysis of results.

This requirement recognizes that the principle of change continues to affect the manner in which appraisers perform mass appraisals. Changes and developments in the real property and personal property fields have a substantial impact on the appraisal profession.

To keep abreast of these changes and developments, the appraisal profession is constantly reviewing and revising appraisal methods and techniques and devising new methods and techniques to meet new circumstances. For this reason it is not sufficient for appraisers to simply maintain the skills and the knowledge they possess when they become appraisers. Each appraiser must continuously improve his or her skills to remain proficient in mass appraisal.

(b) not commit a substantial error of omission or commission that significantly affects a mass appraisal; and

Comment: An appraiser must use sufficient care to avoid errors that would significantly affect his or her opinions and conclusions. Diligence is required to identify and analyze the factors, conditions, data, and other information that would have a significant effect on the credibility of the assignment results.

53 See Advisory Opinion 32, *Ad Valorem Property Tax Appraisal and Mass Appraisal Assignments.*

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(c) not render a mass appraisal in a careless or negligent manner.

Comment: Perfection is impossible to attain, and competence does not require perfection. However, an appraiser must not render appraisal services in a careless or negligent manner. This Standards Rule requires an appraiser to use due diligence and due care.

STANDARDS RULE 5-2

In developing a mass appraisal, an appraiser must:

(a) identify the client and other intended users;[54]

Comment: It is the appraiser's responsibility to identify the client and other intended users. In ad valorem mass appraisal, the assessor, or party responsible for certification of the assessment or tax roll is required to apply the relevant law or statute and identify the client, and other intended users (if any).

(b) identify the intended use of the appraisal;[55]

Comment: An appraiser must not allow the intended use of an assignment or a client's objectives to cause the assignment results to be biased.

(c) identify the type and definition of value, and, if the value opinion to be developed is market value, ascertain whether the value is to be the most probable price:

(i) in terms of cash; or

(ii) in terms of financial arrangements equivalent to cash; or

(iii) in such other terms as may be precisely defined; and

(iv) if the opinion of value is based on non-market financing or financing with unusual conditions or incentives, the terms of such financing must be clearly identified and the appraiser's opinion of their contributions to or negative influence on value must be developed by analysis of relevant market data;

(d) identify the effective date of the appraisal;[56]

(e) identify the characteristics of the properties that are relevant to the type and definition of value and intended use,[57] including:

(i) the group with which a property is identified according to similar market influence;

(ii) the appropriate market area and time frame relative to the property being valued; and

(iii) their location and physical, legal, and economic characteristics;

Comment: The properties must be identified in general terms, and each individual property in the universe must be identified, with the information on its identity stored or referenced in its property record.

When appraising proposed improvements, an appraiser must examine and have available for future examination, plans, specifications, or other documentation sufficient to identify the extent and character of the proposed improvements.[58]

Ordinarily, proposed improvements are not appraised for ad valorem tax purposes. Appraisers, however, are sometimes asked to provide opinions of value of proposed improvements so that developers can estimate future property tax burdens. Sometimes units in condominiums and planned unit developments are sold with an interest in un-built community property, the pro rata value of which, if any, must be considered in the analysis of sales data.

54 See Advisory Opinion 36, *Identification and Disclosure of Client, Intended Use, and Intended Users.*
55 See Advisory Opinion 36, *Identification and Disclosure of Client, Intended Use, and Intended Users.*
56 See Advisory Opinion 34, *Retrospective and Prospective Value Opinions.*
57 See Advisory Opinion 23, *Identifying the Relevant Characteristics of the Subject Property of a Real Property Appraisal Assignment*, if applicable.
58 See Advisory Opinion 17, *Appraisals of Real Property with Proposed Improvements*, if applicable.

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(f) identify the characteristics of the market that are relevant to the purpose and intended use of the mass appraisal including:

(i) location of the market area;

(ii) physical, legal, and economic attributes;

(iii) time frame of market activity; and

(iv) property interests reflected in the market;

(g) in appraising real property or personal property:

(i) identify the appropriate market area and time frame relative to the property being valued;

(ii) when the subject is real property, identify and consider any personal property, trade fixtures, or intangibles that are not real property but are included in the appraisal;

(iii) when the subject is personal property, identify and consider any real property or intangibles that are not personal property but are included in the appraisal;

(iv) identify known easements, restrictions, encumbrances, leases, reservations, covenants, contracts, declarations, special assessments, ordinances, or other items of similar nature; and

(v) identify and analyze whether an appraised fractional interest, physical segment or partial holding contributes pro rata to the value of the whole;

Comment: The above requirements do not obligate the appraiser to value the whole when the subject of the appraisal is a fractional interest, physical segment, or a partial holding. However, if the value of the whole is not identified, the appraisal must clearly reflect that the value of the property being appraised cannot be used to develop the value opinion of the whole by mathematical extension.

(h) analyze the relevant economic conditions at the time of the valuation, including market acceptability of the property and supply, demand, scarcity, or rarity;

(i) identify any extraordinary assumptions and any hypothetical conditions necessary in the assignment; and

Comment: An extraordinary assumption may be used in an assignment only if:

- it is required to properly develop credible opinions and conclusions;
- the appraiser has a reasonable basis for the extraordinary assumption;
- use of the extraordinary assumption results in a credible analysis; and
- the appraiser complies with the disclosure requirements set forth in USPAP for extraordinary assumptions.

A hypothetical condition may be used in an assignment only if:

- use of the hypothetical condition is clearly required for legal purposes, for purposes of reasonable analysis, or for purposes of comparison;
- use of the hypothetical condition results in a credible analysis; and
- the appraiser complies with the disclosure requirements set forth in USPAP for hypothetical conditions.

(j) determine the scope of work necessary to produce credible assignment results in accordance with the SCOPE OF WORK RULE.[59]

59 See Advisory Opinion 28, *Scope of Work Decision, Performance, and Disclosure*, and Advisory Opinion 29, *An Acceptable Scope of Work*.

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STANDARDS RULE 5-3

When necessary for credible assignment results, an appraiser must:

(a) in appraising real property, identify and analyze the effect on use and value of the following factors: existing land use regulations, reasonably probable modifications of such regulations, economic supply and demand, the physical adaptability of the real estate, neighborhood trends, and highest and best use of the real estate; and

Comment: This requirement sets forth a list of factors that affect use and value. In considering neighborhood trends, an appraiser must avoid stereotyped or biased assumptions relating to race, age, color, gender, or national origin or an assumption that race, ethnic, or religious homogeneity is necessary to maximize value in a neighborhood. Further, an appraiser must avoid making an unsupported assumption or premise about neighborhood decline, effective age, and remaining life. In considering highest and best use, an appraiser must develop the concept to the extent required for a proper solution to the appraisal problem.

(b) in appraising personal property, identify and analyze the effects on use and value of industry trends, value-in-use, and trade level of personal property. Where applicable, analyze the current use and alternative uses to encompass what is profitable, legal, and physically possible, as relevant to the type and definition of value and intended use of the appraisal. Personal property has several measurable marketplaces; therefore, the appraiser must define and analyze the appropriate market consistent with the type and definition of value.

Comment: The appraiser must recognize that there are distinct levels of trade and each may generate its own data. For example, a property may have a different value at a wholesale level of trade, a retail level of trade, or under various auction conditions. Therefore, the appraiser must analyze the subject property within the correct market context.

STANDARDS RULE 5-4

In developing a mass appraisal, an appraiser must:

(a) identify the appropriate procedures and market information required to perform the appraisal, including all physical, functional, and external market factors as they may affect the appraisal;

Comment: Such efforts customarily include the development of standardized data collection forms, procedures, and training materials that are used uniformly on the universe of properties under consideration.

(b) employ recognized techniques for specifying property valuation models; and

Comment: The formal development of a model in a statement or equation is called model specification. Mass appraisers must develop mathematical models that, with reasonable accuracy, represent the relationship between property value and supply and demand factors, as represented by quantitative and qualitative property characteristics. The models may be specified using the cost, sales comparison, or income approaches to value. The specification format may be tabular, mathematical, linear, nonlinear, or any other structure suitable for representing the observable property characteristics. Appropriate approaches must be used in appraising a class of properties. The concept of recognized techniques applies to both real and personal property valuation models.

(c) employ recognized techniques for calibrating mass appraisal models.

Comment: Calibration refers to the process of analyzing sets of property and market data to determine the specific parameters of a model. The table entries in a cost manual are examples of calibrated parameters, as well as the coefficients in a linear or nonlinear model. Models must be calibrated using recognized techniques, including, but not limited to, multiple linear regression, nonlinear regression, and adaptive estimation.

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STANDARDS RULE 5-5

In developing a mass appraisal, when necessary for credible assignment results, an appraiser must:

(a) collect, verify, and analyze such data as are necessary and appropriate to develop:

(i) the cost new of the improvements;

(ii) depreciation;

(iii) value of the land by sales of comparable properties;

(iv) value of the property by sales of comparable properties;

(v) value by capitalization of income or potential earnings (i.e., rentals, expenses, interest rates, capitalization rates, and vacancy data);

Comment: This Standards Rule requires appraisers engaged in mass appraisal to take reasonable steps to ensure that the quantity and quality of the factual data that are collected are sufficient to produce credible appraisals. For example, in real property, where applicable and feasible, systems for routinely collecting and maintaining ownership, geographic, sales, income and expense, cost, and property characteristics data must be established. Geographic data must be contained in as complete a set of cadastral maps as possible, compiled according to current standards of detail and accuracy. Sales data must be collected, confirmed, screened, adjusted, and filed according to current standards of practice. The sales file must contain, for each sale, property characteristics data that are contemporaneous with the date of sale. Property characteristics data must be appropriate and relevant to the mass appraisal models being used. The property characteristics data file must contain data contemporaneous with the date of appraisal including historical data on sales, where appropriate and available. The data collection program must incorporate a quality control program, including checks and audits of the data to ensure current and consistent records.

(b) base estimates of capitalization rates and projections of future rental rates and/or potential earnings capacity, expenses, interest rates, and vacancy rates on reasonable and appropriate evidence; [60]

Comment: This requirement calls for an appraiser, in developing income and expense statements and cash flow projections, to weigh historical information and trends, current market factors affecting such trends, and reasonably anticipated events, such as competition from developments either planned or under construction.

(c) identify and, as applicable, analyze terms and conditions of any available leases; and

(d) identify the need for and extent of any physical inspection.[61]

STANDARDS RULE 5-6

When necessary for credible assignment results in applying a calibrated mass appraisal model an appraiser must:

(a) value improved parcels by recognized methods or techniques based on the cost approach, the sales comparison approach, and income approach;

(b) value sites by recognized methods or techniques; such techniques include but are not limited to the sales comparison approach, allocation method, abstraction method, capitalization of ground rent, and land residual technique;

(c) when developing the value of a leased fee estate or a leasehold estate, analyze the effect on value, if any, of the terms and conditions of the lease;

60 See Advisory Opinion 33, *Discounted Cash Flow Analysis.*
61 See Advisory Opinion 2, *Inspection of Subject Property.*

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Comment: In ad valorem taxation the appraiser may be required by rules or law to appraise the property as if in fee simple, as though unencumbered by existing leases. In such cases, market rent would be used in the appraisal, ignoring the effect of the individual, actual contract rents.

(d) analyze the effect on value, if any, of the assemblage of the various parcels, divided interests, or component parts of a property; the value of the whole must not be developed by adding together the individual values of the various parcels, divided interests, or component parts; and

Comment: When the value of the whole has been established and the appraiser seeks to value a part, the value of any such part must be tested by reference to appropriate market data and supported by an appropriate analysis of such data.

(e) when analyzing anticipated public or private improvements, located on or off the site, analyze the effect on value, if any, of such anticipated improvements to the extent they are reflected in market actions.

STANDARDS RULE 5-7

In reconciling a mass appraisal an appraiser must:

(a) reconcile the quality and quantity of data available and analyzed within the approaches used and the applicability and relevance of the approaches, methods and techniques used; and

(b) employ recognized mass appraisal testing procedures and techniques to ensure that standards of accuracy are maintained.

Comment: It is implicit in mass appraisal that, even when properly specified and calibrated mass appraisal models are used, some individual value conclusions will not meet standards of reasonableness, consistency, and accuracy. However, appraisers engaged in mass appraisal have a professional responsibility to ensure that, on an overall basis, models produce value conclusions that meet attainable standards of accuracy. This responsibility requires appraisers to evaluate the performance of models, using techniques that may include but are not limited to, goodness-of-fit statistics, and model performance statistics such as appraisal-to-sale ratio studies, evaluation of hold-out samples, or analysis of residuals.

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STANDARD 6: MASS APPRAISAL, REPORTING

In reporting the results of a mass appraisal, an appraiser must communicate each analysis, opinion, and conclusion in a manner that is not misleading.

FAQ See also FAQ 242-304

Comment: STANDARD 6 addresses the content and level of information required in a report that communicates the results of a mass appraisal.

STANDARD 6 does not dictate the form, format, or style of mass appraisal reports. The form, format, and style of a report are functions of the needs of intended users and appraisers. The substantive content of a report determines its compliance.

STANDARDS RULE 6-1

Each written report of a mass appraisal must:

(a) clearly and accurately set forth the appraisal in a manner that will not be misleading;

(b) contain sufficient information to enable the intended users of the appraisal to understand the report properly; and

Comment: Documentation for a mass appraisal for ad valorem taxation may be in the form of (1) property records, (2) sales ratios and other statistical studies, (3) appraisal manuals and documentation, (4) market studies, (5) model building documentation, (6) regulations, (7) statutes, and (8) other acceptable forms.

(c) clearly and accurately disclose all assumptions, extraordinary assumptions, hypothetical conditions, and limiting conditions used in the assignment.

Comment: The report must clearly and conspicuously:

- state all extraordinary assumptions and hypothetical conditions; and
- state that their use might have affected the assignment results.

STANDARDS RULE 6-2

Each written report of a mass appraisal must:

(a) state the identity of the client, unless the client has specifically requested otherwise; state the identity of any intended users by name or type;[62]

Comment: An appraiser must use care when identifying the client to avoid violations of the Confidentiality section of the ETHICS RULE. If a client requests that the client's identity be withheld from the report, the appraiser may comply with this request. In these instances, the appraiser must document the identity of the client in the workfile and must state in the report that the identity of the client has been withheld at the client's request.

(b) state the intended use of the appraisal;[63]

(c) disclose any assumptions or limiting conditions that result in deviation from recognized methods and techniques or that affect analyses, opinions, and conclusions;

(d) state the effective date of the appraisal and the date of the report;

Comment: In ad valorem taxation the effective date of the appraisal may be prescribed by law. If no effective date is prescribed by law, the effective date of the appraisal, if not stated, is presumed to be contemporaneous with the data and appraisal conclusions.

62 See Advisory Opinion 36, *Identification and Disclosure of Client, Intended Use, and Intended Users.*
63 See Advisory Opinion 36, *Identification and Disclosure of Client, Intended Use, and Intended Users.*

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The effective date of the appraisal establishes the context for the value opinion, while the date of the report indicates whether the perspective of the appraiser on the market and property as of the effective date of the appraisal was prospective, current, or retrospective.[64]

(e) state the type and definition of value and cite the source of the definition;

Comment: Stating the type and definition of value also requires any comments needed to clearly indicate to intended users how the definition is being applied.[65]

When reporting an opinion of market value, state whether the opinion of value is:

- In terms of cash or of financing terms equivalent to cash; or
- Based on non-market financing with unusual conditions or incentives.

When an opinion of market value is not in terms of cash or based on financing terms equivalent to cash, summarize the terms of such financing and explain their contributions to or negative influence on value.

(f) state the properties appraised including the property rights;

Comment: The report documents the sources for location, describing and listing the property. When applicable, include references to legal descriptions, addresses, parcel identifiers, photos, and building sketches. In mass appraisal this information is often included in property records. When the property rights to be appraised are specified in a statute or court ruling, the law must be referenced.

(g) summarize the scope of work used to develop the appraisal;[66] exclusion of the sales comparison approach, cost approach, or income approach must be explained;

Comment: Because intended users' reliance on an appraisal may be affected by the scope of work, the report must enable them to be properly informed and not misled. Sufficient information includes disclosure of research and analyses performed and might also include disclosure of research and analyses not performed.

When any portion of the work involves significant mass appraisal assistance, the appraiser must describe the extent of that assistance. The signing appraiser must also state the name(s) of those providing the significant mass appraisal assistance in the certification, in accordance with Standards Rule 6-3.[67]

(h) summarize and support the model specification(s) considered, data requirements, and the model(s) chosen;

Comment: The appraiser must provide sufficient information to enable the client and intended users to have confidence that the process and procedures used conform to accepted methods and result in credible value conclusions. In the case of mass appraisal for ad valorem taxation, stability and accuracy are important to the credibility of value opinions. The report must include a summary of the rationale for each model, the calibration techniques to be used, and the performance measures to be used.

(i) summarize the procedure for collecting, validating, and reporting data;

Comment: The report must summarize the sources of data and the data collection and validation processes. Reference to detailed data collection manuals or electronic records must be made, as appropriate, including where they may be found for inspection.

(j) summarize calibration methods considered and chosen, including the mathematical form of the final model(s); summarize how value conclusions were reviewed; and, if necessary, state the availability and location of individual value conclusions;

64 See Advisory Opinion 34, *Retrospective and Prospective Value Opinions.*
65 See Advisory Opinion 34, *Retrospective and Prospective Value Opinions.*
66 See Advisory Opinion 28, *Scope of Work Decision, Performance, and Disclosure* and Advisory Opinion 29, *An Acceptable Scope of Work.*
67 See Advisory Opinion 31, *Assignments Involving More than One Appraiser.*

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(k) when an opinion of highest and best use, or the appropriate market or market level was developed, summarize how that opinion was determined;

Comment: The mass appraisal report must reference case law, statute, or public policy that describes highest and best use requirements. When actual use is the requirement, the report must discuss how use-value opinions were developed. The appraiser's reasoning in support of the highest and best use opinion must be provided in the depth and detail required by its significance to the appraisal.

(l) identify the appraisal performance tests used and the performance measures attained;

(m) summarize the reconciliation performed, in accordance with Standards Rule 5-7; and

(n) include a signed certification in accordance with Standards Rule 6-3.

STANDARDS RULE 6-3

Each written mass appraisal report must contain a signed certification that is similar in content to the following form:

I certify that, to the best of my knowledge and belief:

- **the statements of fact contained in this report are true and correct.**
- **the reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.**
- **I have no (or the specified) present or prospective interest in the property that is the subject of this report, and I have no (or the specified) personal interest with respect to the parties involved.**
- **I have performed no (or the specified) services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.**
- **I have no bias with respect to any property that is the subject of this report or to the parties involved with this assignment.**
- **my engagement in this assignment was not contingent upon developing or reporting predetermined results.**
- **my compensation for completing this assignment is not contingent upon the reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.**
- **my analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the *Uniform Standards of Professional Appraisal Practice*.**
- **I have (or have not) made a personal inspection of the properties that are the subject of this report. (If more than one person signs the report, this certification must clearly specify which individuals did and which individuals did not make a personal inspection of the appraised property.)[68]**
- **no one provided significant mass appraisal assistance to the person signing this certification. (If there are exceptions, the name of each individual providing significant mass appraisal assistance must be stated.)**

Comment: The above certification is not intended to disturb an elected or appointed assessor's work plans or oaths of office. A signed certification is an integral part of the appraisal report. An appraiser, who signs any part of the mass appraisal report, including a letter of transmittal, must also sign this certification.

In an assignment that includes only assignment results developed by the real property appraiser(s), any appraiser(s) who signs a certification accepts full responsibility for all elements of the certification, for the assignment results, and for the contents of the appraisal report. In an assignment that includes personal property assignment results not developed by the real property appraiser(s), any real property appraiser(s) who signs a certification accepts full responsibility for the real property elements of the certification, for the real property assignment results, and for the real property contents of the appraisal report.

68 See Advisory Opinion 2, *Inspection of Subject Property.*

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In an assignment that includes only assignment results developed by the personal property appraiser(s), any appraiser(s) who signs a certification accepts full responsibility for all elements of the certification, for the assignment results, and for the contents of the appraisal report. In an assignment that includes real property assignment results not developed by the personal property appraiser(s), any personal property appraiser(s) who signs a certification accepts full responsibility for the personal property elements of the certification, for the personal property assignment results, and for the personal property contents of the appraisal report.

When a signing appraiser(s) has relied on work done by appraisers and others who do not sign the certification, the signing appraiser is responsible for the decision to rely on their work. The signing appraiser(s) is required to have a reasonable basis for believing that those individuals performing the work are competent. The signing appraiser(s) also must have no reason to doubt that the work of those individuals is credible.

The names of individuals providing significant mass appraisal assistance who do not sign a certification must be stated in the certification. It is not required that the description of their assistance be contained in the certification, but disclosure of their assistance is required in accordance with Standards Rule 6-2(g).[69]

69 See Advisory Opinion 31, *Assignments Involving More than One Appraiser*.

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2019 USE-VALUE MANUAL
FOR AGRICULTURAL, HORTICULTURAL
AND
FOREST LAND

May 2018

North Carolina Use-Value Advisory Board
North Carolina Department of Revenue
Raleigh, North Carolina

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Foreword

When originally enacted in 1973, the objective of the present-use value program was to keep "the family farm in the hands of the farming family." By the early 1970's, North Carolina had become a prime site for industrial and commercial companies to relocate because of its plentiful and reliable work force. With this growth came other improvements to the State's infrastructure to accommodate this growth, such as new and larger road systems, more residential subdivisions, and new industrial and commercial developments. The land on which to build these improvements came primarily from one source: farmland. As the demand for this land skyrocketed, so did its price as well as its assessed value, as counties changed from a fractional assessment to a market value system. Farmers who owned land near these sites soon could not afford the increase in property values and sought relief from the General Assembly.

In response, the General Assembly passed legislation known as the Present-Use Value program. As originally enacted, the basic tenets of this program were that only individuals who lived on the land for which they were applying could immediately qualify and that the land had to have a highest and best use as agriculture, horticulture or forest land. Land might also have qualified if the farmer owned it for seven years. Passage of this law eased the financial burden of most farmers and eliminated to some degree the "sticker shock" of the new property tax values. From that time until the mid-1980's, the present-use value schedules were based on farmer-to-farmer sales, and quite often the market value schedules were very similar to the present use schedules, especially in the more rural areas.

Virtually every session of the General Assembly has seen new changes to the law, causing a constant rethinking as to how the law is to be administered. The mid-1980's saw several court cases that aided in this transformation. Among the legislative changes that resulted from these cases were the use of soil productivity to determine value, the use of a 9% capitalization rate, and the utilization of the "unit concept" to bring smaller tracts under the present use value guidelines.

Through the years the General Assembly has expanded the present-use value program to include new types of ownership such as business entities, tenants in common, trusts, and testamentary trusts. Legislation also expanded the definition of a relative. More recent legislation has established cash rents as the basis for determining present-use value for agricultural and horticultural land, while retaining the net income basis for determining present-use value for forestland.

This Use-Value Advisory Board Manual is published yearly to communicate the UVAB recommended present-use value rates and to explain the methodology used in establishing the recommended rates.

NORTH CAROLINA USE-VALUE ADVISORY BOARD

Chairman

Dr. A. Richard Bonanno
Associate Dean & Director
North Carolina Cooperative Extension Service
North Carolina State University
NCSU Box 7602
Raleigh, NC 27695-7602
919.515.2811 (T)
919.515.3135 (F)
rich-bonanno@ncsu.edu
(Representing the NC Cooperative Extension Service at NCSU)

Members

Mr. Sean M. **Brogan**, Director
Forest Management & Forest Development
NC Forest Service
Archdale Building-10th Fl
Raleigh, NC 27699-1616
Telephone: 919.857.4818
Fax: 919.857.4805
Email: Sean.Brogan@ncagr.gov
(Representing NC Forest Service, NC Department of Agricultural and Consumer Services)

Ms. Tina **Hlabse**
General Counsel
NC Dept. of Agriculture & Consumer Services
Mail Service Center 1001
Raleigh, NC 27699
Telephone: 919.707.3013
Fax: 919.716.0090
Email: tina.hlabse@ncagr.gov
(Representing Dept of Agriculture & Consumer Services)

Mr. Sam **Croom**
Wayne County Assessor
PO Box 87
Trenton, NC 28585
Telephone: 252.448.2546
Fax: 252.448.1357
Email: scroom@jonescountync.gov
(Representing NC Assn. Of Assessing Officers)

Mr. Dan A. **Hunsucker**
Catawba County Commissioner
3216 John Daniel Drive
Conover, NC 28613
Telephone: 828.312-0102
Fax: 828.465.8392
Email: dhunsucker@catawbacountync.gov
(Representing NC Assn. Of County Commissioners)

Dr. Rosalind **Dale**
Interim Administrator
NC Cooperative Extension Program
NC A&T State University
PO Box 21928
Greensboro, NC 27420-1928
Telephone: 336.285.4671
Email: rdale@ncat.edu
(Representing the NC Cooperative Extension Program at NC A&T State University

Mr. Julian **Philpott**
Secretary and General Counsel
North Carolina Farm Bureau
PO Box 27766
Raleigh, NC 27611
Telephone: 919.783.3572
Fax: 919.783.3593
Email: julian.philpott@ncfb.org
(Representing NC Farm Bureau Federation, Inc.)

Mr. Tony **Simpson**
Director, Local Government Division
NC Department of Revenue
PO Box 871
Raleigh, NC 27602
Telephone: 919.814.1129
Fax: 919.715.3107
Email: david.baker@dornc.com
(Representing NC Dept of Revenue)

Mr. Frank Rackley
Executive VP, NC Forestry Association
1600 Glenwood Avenue
Raleigh, NC 27608
Telephone: 919.834.3943 (press 5)
Fax: 919.832.6188
Email: pgibson@ncforestry.org
(Representing NC Forestry Association)

USE-VALUE ADVISORY BOARD SUBCOMMITTEES

Administration and Implementation

Tony Simpson, NCDOR
Doug Huffman, NCDOR
Steve Woodson, Farm Bureau
Dee Webb, NCDA&CS
David Baker, NCACC
Sam Croom, Wayne County
Daniel J. Whittle, Environmental Defense
Robert Horton, NRCS

Soils

Rafeal Vega, NRCS
Milton Cortes', NRCS
Doug Huffman, DOR
Chris Green, Cleveland County
Godfrey Gayle, N.C. A&T State University
Joseph Kleiss, Soil Science, NCSU

Cash Rents

Arnie Oltmans, ARE, NCSU
Guido van der Hoeven, ARE, NCSU
Doug Huffman, DOR
Tony Simpson, DOR
Sam Croom, Wayne County
Julian Philpott, Farm Bureau
Jim Dunphy, Crop Science, NCSU

Forestry

Mark Megalos, Forestry, NCSU
Tony Simpson, NCDOR
Doug Huffman, NCDOR
Kelvin Byrd, Rowan County
Steve Whitfield, NC Forest Landowners Assn.
Mike Huggins, Private Landowner Representative
Clay Altizer, Utilization Forester, NCFS

USE-VALUE ADVISORY BOARD MANUAL

Following are explanations of the major components of this manual.

I. Cash Rents

Beginning in 1985, the basis for determining present-use value for agricultural land was based on the soil productivity for growing corn and soybeans. At that time, corn and soybeans were considered the predominant crops in the state. Over time, fewer and fewer acres went into the production of corn and soybeans and the land used for these crops tended to be lower quality. As a result, both the productivity and value of these crops plummeted, thus resulting in lower present-use values. A viable alternative was sought to replace corn and soybeans as the basis for present-use value. Following a 1998 study by North Carolina State University, cash rents for agricultural and horticultural land were determined to be the preferred alternative. Cash rents are a very good indicator of net income, which can be converted into a value using an appropriate capitalization rate.

The General Assembly passed legislation that established cash rents as the required method for determining the recommended present-use values for agricultural and horticultural land. The cash rents data from the NCSU study served as the basis for determining present-use value for the 2004-2007 UVAB manuals. However, starting in 2006, funding became available for the North Carolina Department of Agriculture to perform an extensive statewide cash rents survey on a yearly basis. The 2006 survey became the basis for the 2008 UVAB recommended values, and this process will

continue forward until changes dictate otherwise (i.e. the 2007 survey is used to establish the 2009 UVAB values, etc).

Forestland does not lend itself well to cash rents analysis and continues to be valued using the net income from actual production.

II. Soil Types and Soil Classification

The 1985 legislation divided the state using the six Major Land Resource Areas (MLRAs). Five different classes of productive soils and one non-productive soil class for each MLRA were determined. Each class was identified by its net income according to type: agriculture, horticulture and forestry. The net income was then divided by a 9% capitalization rate to determine the present-use value. For 2004 and forward, the following change has taken place. For agricultural and horticultural classifications, the five different soil classes have been reduced to three soil classes and one non-productive soil class. Forestland present-use value has kept the five soil classes and one non-productive soil class. The use of the six MLRAs has been retained.

The six MLRAs are as follows:

MLRA 130	Mountains
MLRA 133A	Upper Coastal Plain
MLRA 136	Piedmont
MLRA 137	Sandhills
MLRA 153A	Lower Coastal Plains
MLRA 153B	Tidewater

The soils are listed in this manual according to the MLRA in which they occur. They are then further broken down into their productivity for each of the three types of use: agriculture, horticulture and forestry. Every soil listed in each of the MLRAs is ranked by its productivity into four classes (with the exception of forestry which retained its previous six classes). The classes for agricultural and horticultural land are as follows:

CLASS I	Best Soils
CLASS II	Average Soils
CLASS III	Fair Soils
CLASS IV	Non-Productive Soils

It should be noted that, in some soil types, all the various slopes of that soil have the same productivity class for each of the usages, and therefore for the sake of brevity, the word "ALL" is listed to combine these soils. Each of the classes set up by the UVAB soils subcommittee corresponds to a cash rent income established by the most recent cash rents survey conducted by the North Carolina Department of Agriculture. This rent income is then capitalized by a rate established each year by the UVAB (see below). The criteria for establishing present-use value for forestry have remained basically unchanged from previous years due to the quantity and quality of information already available.

III. Capitalization Rate

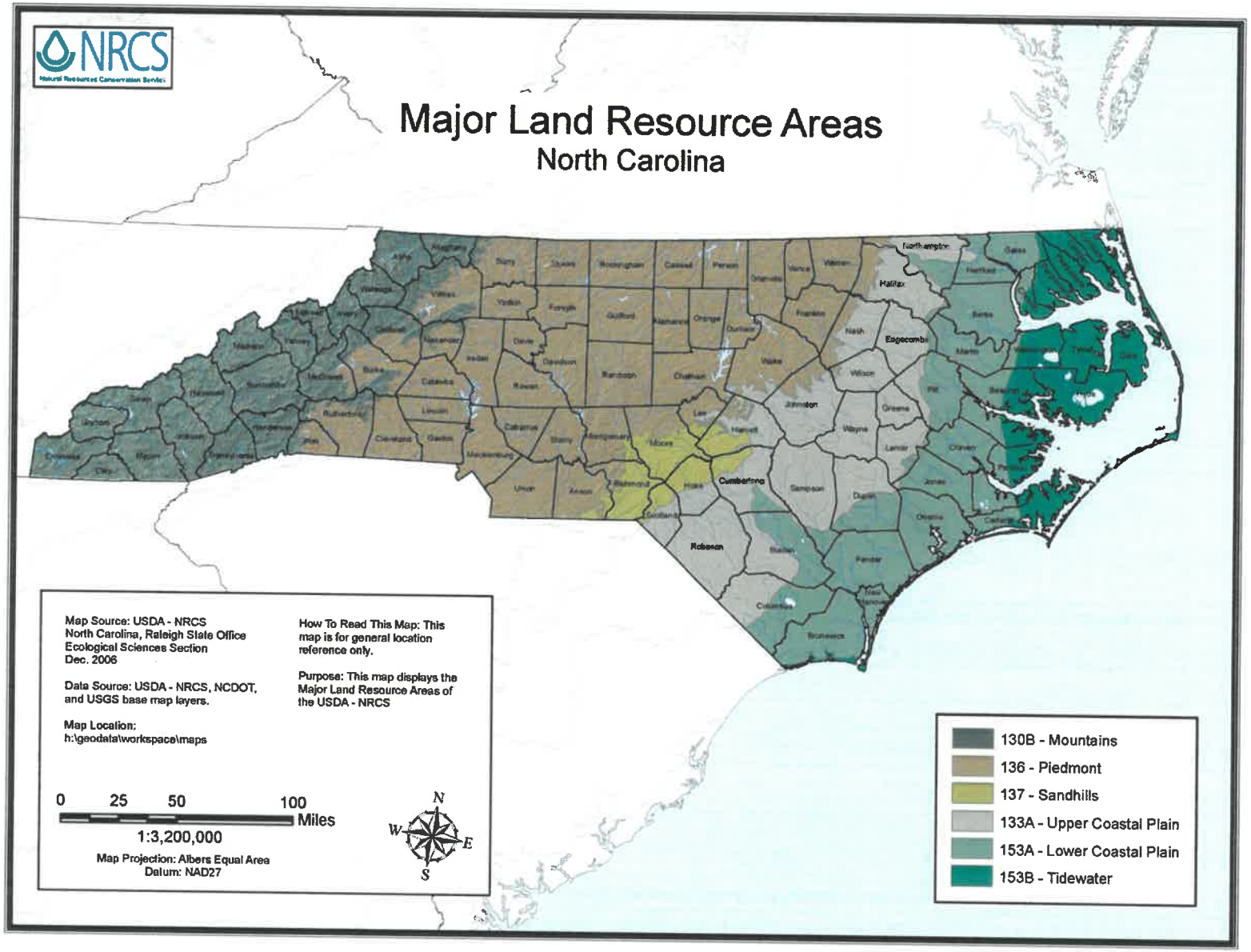
The capitalization rate mandated by the 1985 legislation for all types of present-use value land was 9%. The 1998 study by NCSU strongly indicated that a lower capitalization rate for agricultural and horticultural land was more in line with current sales and rental information. The 2002 legislation mandated a rate between 6%-7% for agricultural and horticultural land.

For the year 2004 and the subsequent years, the UVAB has set the capitalization rate at 6.5% for agricultural and horticultural land.

The capitalization rate for forestland continues to be fixed at 9% as mandated by the statutes.

IV. Other Issues

The value for the best agricultural land can be no higher than $1,200 an acre for any MLRA.


NRCS
Natural Resources Conservation Service
Major Land Resource Areas
North Carolina
Northampton
Halifax
Edgecombe
Cumberland
Robeson
Map Source: USDA - NRCS
North Carolina, Raleigh State Office
Ecological Sciences Section
Dec. 2006
Data Source: USDA - NRCS, NCDOT, and USGS base map layers.
Map Location:
h:\geodata\workspace\maps
How To Read This Map: This map is for general location reference only.
Purpose: This map displays the Major Land Resource Areas of the USDA - NRCS
0 25 50 100 Miles
1:3,200,000
Map Projection: Albers Equal Area
Datum: NAD27
N
W
E
S
130B - Mountains
136 - Piedmont
137 - Sandhills
133A - Upper Coastal Plain
153A - Lower Coastal Plain
153B - Tidewater

PRESENT-USE VALUE SCHEDULES

AGRICULTURAL RENTS

MLRA	BEST	AVERAGE	FAIR
130	90.30	54.30	35.50
133A	82.15	58.30	43.65
136	61.80	42.10	27.35
137	67.50	47.30	32.20
153A	77.10	56.10	42.20
153B	103.95	70.70	53.00

AGRICULTURAL SCHEDULE

MLRA	CLASS I	CLASS II	CLASS III
130	$1,200*	$835	$545
133A	$1,200*	$895	$670
136	$950	$645	$420
137	$1,035	$725	$495
153A	$1,185	$860	$645
153B	$1,200*	$1,085	$815

--NOTE: All Class 4 or Non-Productive Land will be appraised at $40.00 per acre.
--For 2019, rents were increased 10% to more accurately represent the current cash rents and then divided by a capitalization rate of 6.5% to produce the Agricultural Schedule.
* As required by statute, agricultural values cannot exceed $1,200.

HORTICULTURAL SCHEDULE

All horticultural crops requiring more than one growing season between planting or setting out and harvest, such as Christmas trees, ornamental shrubs and nursery stock, apple and peach orchards, grapes, blueberries, strawberries, sod and other similar horticultural crops should be classified as horticulture regardless of location in the state.

HORTICULTURAL RENTS

MLRA	BEST	AVERAGE	FAIR
130	161.70	111.10	72.90
133A	99.10	68.40	52.25
136	89.20	58.05	40.15
137	84.35	56.85	37.70
153A	93.80	58.15	44.40
153B	122.40	92.80	84.35

HORTICULTURAL SCHEDULE

MLRA	CLASS I	CLASS II	CLASS III
130	$2,485	$1,705	$1,120
133A	$1,520	$1,050	$803
136	$1,370	$890	$615
137	$1,295	$870	$580
153A	$1,440	$890	$680
153B	$1,880	$1,425	$1,295

--NOTE: All Class 4 or Non-Productive Land will be appraised at $40.00 per acre.

--For 2019 rents were increased 10% to more accurately represent the current cash rents and then divided by a capitalization rate of 6.5% to produce the Horticultural Schedule.

FORESTLAND NET PRESENT VALUES

MLRA	Class I	Class II	Class III	Class IV	Class V
130	$29.99	$18.86	$6.91	$4.74	$3.26
133A	$27.99	$21.13	$18.14	$7.08	$4.79
136	$32.51	$23.29	$22.57	$14.53	$10.42
137	$34.35	$22.72	$22.57	$7.68	$2.95
153A	$27.99	$21.13	$18.14	$7.08	$4.79
153B	$22.56	$18.14	$17.18	$7.08	$4.79

FORESTLAND SCHEDULE

MLRA	Class I	Class II	Class III	Class IV	Class V
130	$330	$205	$75	$50	$40
133A	$310	$230	$200	$75	$50
136	$360	$255	$250	$160	$115
137	$380	$250	$250	$85	$40
153A	$310	$230	$200	$75	$50
153B	$250	$200	$190	$75	$50

--NOTE: All Class VI or Non-Productive Land will be appraised at $40.00/Acre. Exception: For MLRA 130 use 80 % of the lowest valued productive land.

--Net Present Values were divided by a capitalization rate of 9.00% to produce the Forestland Schedule.

2009 Cash Rent Study

INTRODUCTION

The National Agricultural Statistics Service in cooperation with the North Carolina Department of Agricultural and Consumer Services collected cash rents data on the 2009 County Estimates Survey. North Carolina farmers were surveyed to obtain cash rent values per acre for three land types: Agricultural, horticultural, and Christmas tree land. Supporting funds for this project were provided by the North Carolina Legislature. Appreciation is expressed to all survey participants who provided the data on which this report is based.

THE SURVEY

The survey was conducted by mail with telephone follow-up during September through February. Values relate to the data collection time period when the respondent completed the survey.

THE DATA

This report includes the most current number of responses and average rental rate per acre. Producers were asked to provide their best estimate of cash rent values in their county by land quality. The data published here are simple averages of the best estimate of the cash rent value per acre. These averages are not official estimates of actual sales.

Reported data that did not represent agricultural usage were removed in order to give a more accurate reflection of agricultural rents and values. To ensure respondent confidentiality and provide more statistical reliability, counties and districts with fewer than 10 reports are not published individually, but are included in aggregate totals. Published values in this report should never be used as the only factor to establish rental arrangements.

Data were collected for three land types: Agricultural, horticultural, and Christmas tree land. Agricultural land includes land used to produce row crops such as soybeans, corn, peanuts, and small grains, pasture land, and hay. Agricultural land also includes any land on which livestock are grown. Horticultural land includes commercial production or growing of fruits or vegetables or nursery or floral products such as apple orchards, blueberries, cucumbers, tomatoes, potted plants, flowers, shrubs, sod, and turfgrass. Christmas tree land includes any land to produce Christmas trees, including cut and balled Christmas trees.

2009 Average Cash Rents for Resource Area = 130 Mountains

County	Agricultural High Productivity		Agricultural Medium Productivity		Agricultural Low Productivity		Horticultural High Productivity		Horticultural Medium Productivity		Horticultural Low Productivity		Christmas Trees High Productivity		Christmas Trees Medium Productivity		Christmas Trees Low Productivity	
	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average
ALLEGHANY	22	89.80	21	55.50	21	33.30												
ASHE	17	76.50	15	43.50	15	28.30												
AVERY													12	162.50				
BUNCOMBE	37	100.70	31	53.90	27	33.80												
BURKE	25	55.20	22	33.20	19	26.60												
CALDWELL	13	35.40	11	23.20	10	16.70												
CHEROKEE	16	88.10	11	48.60	10	29.50												
CLAY	15	68.70	14	39.10	13	25.20												
GRAHAM																		
HAYWOOD	41	117.90	28	73.80	29	43.50												
HENDERSON	24	83.50	18	57.60	18	36.90												
JACKSON																		
MACDOWELL																		
MACON	11	73.20	12	43.30														
MADISON	26	115.50	22	63.20	23	40.50												
MITCHELL																		
POLK																		
SWAIN																		
TRANSYLVANIA	14	93.60											11	181.36				
WATAUGA	27	79.10	18	49.70	14	32.50												
WILKES	79	57.30	71	39.30	59	27.00												
YANCEY	17	117.90	13	72.30	13	48.85												
AREA TOTAL	422	82.10	349	49.40	317	32.30	78	147.00	47	101.10	41	66.30	69	153.60	47	93.60	38	61.30

2009 Average Cash Rents for Resource Area = 133A Upper Coastal Plain

County	Agricultural High Productivity		Agricultural Medium Productivity		Agricultural Low Productivity		Horticultural High Productivity		Horticultural Medium Productivity		Horticultural Low Productivity		Christmas Trees High Productivity		Christmas Trees Medium Productivity		Christmas Trees Low Productivity	
	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average
BLADEN	36	63.10	32	49.20	25	33.80												
COLUMBUS	77	60.80	58	45.80	51	34.60												
CUMBERLAND	36	66.40	29	44.70	25	30.40												
DUPLIN	142	69.30	113	50.80	90	39.70												
EDGECOMBE	36	77.10	29	57.20	22	43.60												
GREENE	61	79.70	40	55.00	36	41.30												
HALIFAX	28	83.30	18	64.20	14	42.10												
HARNETT	58	74.50	52	51.70	39	36.40												
JOHNSTON	103	71.90	84	49.90	63	33.40	13	93.90	10	53.00								
LENOIR	60	81.60	45	58.70	33	42.10												
NASH	51	77.80	39	52.70	31	43.10												
NORTHAMPTON	23	102.60	17	73.80	13	57.30												
ROBESON	53	49.60	52	38.90	28	32.40												
SAMPSON	128	81.60	109	56.40	87	41.80	10	95.00										
SCOTLAND	10	44.50																
WAYNE	96	89.70	64	62.30	65	47.00												
WILSON	40	82.80	30	61.50	27	48.20												
AREA TOTAL	**1038**	**74.70**	**819**	**53.00**	**655**	**39.70**	**61**	**90.10**	**46**	**62.20**	**35**	**47.50**						

2009 Average Cash Rents for Resource Area = 136 Piedmont

County	Agricultural High Productivity		Agricultural Medium Productivity		Agricultural Low Productivity		Horticultural High Productivity		Horticultural Medium Productivity		Horticultural Low Productivity		Christmas Trees High Productivity		Christmas Trees Medium Productivity		Christmas Trees Low Productivity	
	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average
ALAMANCE	63	52.30	51	32.90	50	20.70												
ALEXANDER	35	49.10	28	33.40	29	20.00												
ANSON	35	50.10	31	4130	25	28.40												
BURKE	25	55.20	22	33.20	19	26.60												
CABARRUS	20	42.20	16	37.80	13	23.90												
CALDWELL	13	35.40	11	23.50	10	16.70												
CASWELL	54	49.90	41	30.90	44	19.20												
CATAWBA	32	39.20	29	28.60	31	19.20												
CHATHAM	47	48.80	48	34.70	37	23.10												
CLEVELAND	44	36.50	39	29.20	34	2120												
DAVIDSON	50	45.60	43	32.90	40	2140												
DAVIE	38	60.70	27	39.30	24	2130												
DURHAM	15	36.50	12	27.50	13	2150												
FORSYTH	26	63.60	16	48.80	18	23.30												
FRANKLIN	41	59.20	38	37.10	35	2190												
GASTON	17	33.50	15	27.30	15	18.80												
GRANVILLE	58	53.00	45	3160	43	17.80												
GUILFORD	46	4120	39	27.00	34	17.60												
HALIFAX	28	83.30	18	64.20	14	42.10												
IREDELL	52	53.90	49	43.40	43	27.90												
JOHNSTON	103	7190	84	49.90	63	33.40	13	93.90	10	53.00								
LEE	25	72.40	20	45.40	16	33.10												
LINCOLN	16	35.60	14	2180	12	15.60												
MECKLENBURG	11	6140																
MONTGOMERY	16	4160	16	39.10	14	20.00												
MOORE	37	56.50	33	37.30	25	23.90												
NASH	51	77.80	39	52.70	31	43.10												
ORANGE	31	37.60	26	3180	25	19.40												
PERSON	38	60.70	26	40.60	22	23.30												
POLK																		
RANDOLPH	96	48.20	81	33.80	73	2190												
RICHMOND	21	32.60	15	23.30	18	19.30												
ROCKINGHAM	55	55.10	41	30.30	40	16.60												
ROWAN	47	48.80	36	34.70	33	23.50												
RUTHERFORD	21	37.40	16	27.60	14	19.30												
STANLY	34	52.50	30	40.30	29	27.90												
STOKES	54	74.20	39	47.10	34	28.10												
SURRY	73	83.00	57	53.90	53	35.30												
UNION	55	66.30	50	47.80	40	40.30												
VANCE	32	55.00	22	29.30	23	17.20												
WAKE	55	6120	46	36.20	39	26.20												
WARREN	24	40.90	15	25.30	20	17.80												
WILKES	79	57.30	71	39.30	59	27.00												
YADKIN	79	67.00	60	47.80	58	3150												
AREA TOTAL	1798	56.20	1468	38.30	1324	24.90	125	81.10	101	52.80	89	36.50	46	77.90	43	52.90	41	35.00

2009 Average Cash Rents for Resource Area = 137 Sandhills

County	Agricultural High Productivity		Agricultural Medium Productivity		Agricultural Low Productivity		Horticultural High Productivity		Horticultural Medium Productivity		Horticultural Low Productivity		Christmas Trees High Productivity		Christmas Trees Medium Productivity		Christmas Trees Low Productivity	
	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average
HARNETT	58	74.50	52	5170	39	36.40												
HOKE	17	56.50	11	45.00	11	29.10												
LEE	25	72.40	20	45.40	16	33.10												
MOORE	37	56.50	33	37.30	25	23.90												
RICHMOND	21	32.60	15	23.30	18	19.30												
SCOTLAND	10	44.50																
AREA TOTAL	168	61.40	139	43.00	115	29.30	*	76.70	*	51.70	*	34.30						

An * indicates the data is published even though there are less than 10 reports.

2009 Average Cash Rents for Resource Area = 153A Lower Coastal Plain

County	Agricultural High Productivity		Agricultural Medium Productivity		Agricultural Low Productivity		Horticultural High Productivity		Horticultural Medium Productivity		Horticultural Low Productivity		Christmas Trees High Productivity		Christmas Trees Medium Productivity		Christmas Trees Low Productivity	
	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average
BEAUFORT	30	83.70	23	52.00	21	37.10												
BERTIE	41	75.00	23	60.10	21	44.50												
BLADEN	36	63.10	32	49.20	25	33.80												
BRUNSWICK	23	44.40	15	38.00	13	30.00												
CARTERET																		
CHOWAN	20	87.00	13	58.90	12	51.70												
COLUMBUS	77	60.80	58	45.80	51	34.60												
CRAVEN	32	60.60	29	47.80	21	35.20												
DUPLIN	142	69.30	113	50.80	90	39.70												
EDGECOMBE	36	77.10	29	57.20	22	43.60												
GATES	13	81.20	11	62.30														
HERTFORD	15	73.00	11	49.60														
JONES	25	64.40	22	49.80	20	41.30												
MARTIN	46	80.70	33	53.20	29	40.50												
NEW HANOVER																		
ONSLOW	34	55.40	24	42.80	23	34.80												
PAMLICO	13	70.40	13	51.20	13	36.50												
PENDER	24	67.10	21	45.50	19	33.70												
PITT	45	73.70	39	56.20	33	40.50												
WASHINGTON	12	128.80	10	61.00														
AREA TOTAL	672	70.10	525	51.00	442	38.40	30	85.30	19	52.90	13	40.40						

2009 Average Cash Rents for Resource Area = 153B Tidewater

County	Agricultural High Productivity		Agricultural Medium Productivity		Agricultural Low Productivity		Horticultural High Productivity		Horticultural Medium Productivity		Horticultural Low Productivity		Christmas Trees High Productivity		Christmas Trees Medium Productivity		Christmas Trees Low Productivity	
	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average
BEAUFORT	30	83.70	23	52.00	21	37.10												
CAMDEN																		
CARTERET																		
CHOWAN	20	87.00	13	58.40	12	51.70												
CURRITUCK	10	88.00																
DARE																		
HYDE																		
PAMLICO	13	70.40	13	51.20	13	36.50												
PASQUOTANK	19	105.30	11	73.20	10	60.00												
PERQUIMANS	24	101.90	21	78.10	18	58.90												
TYRRELL	10	109.50																
WASHINGTON	12	128.80	10	61.00														
AREA TOTAL	163	94.50	117	64.30	111	48.20	12	111.30	*	84.40	*	76.70						

An * indicates the data is published even though there are less than 10 reports.

2009 Average Cash Rents - State Total

County	Agricultural High Productivity		Agricultural Medium Productivity		Agricultural Low Productivity		Horticultural High Productivity		Horticultural Medium Productivity		Horticultural Low Productivity		Christmas Trees High Productivity		Christmas Trees Medium Productivity		Christmas Trees Low Productivity	
	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average	No. of reports	Average
STATE TOTAL	3431	66.90	2743	45.60	2414	31.50	254	103.20	184	67.70	155	46.90	114	121.50	93	75.30	80	49.40

Christmas Tree Guidelines

This information replaces a previous memorandum issued by our office dated December 12, 1989. The 1989 General Assembly enacted an "in-lieu of income" provision allowing land previously qualified as horticulture to continue to receive benefits of the present-use value program when the crop being produced changed from any horticultural product to Christmas trees. It also directed the Department of Revenue to establish a separate gross income requirement different from the $1,000 gross income requirement for horticultural land, when the crop being grown was evergreens intended for use as Christmas trees. N.C.G.S. 105-289(a)(6) directs the Department of Revenue:

> **"To establish requirements for horticultural land, used to produce evergreens intended for use as Christmas trees, in lieu of a gross income requirement until evergreens are harvested from the land, and to establish a gross income requirement for this type of horticultural land, that differs from the income requirement for other horticultural land, when evergreens are harvested from the land."**

It should be noted that horticultural land used to produce evergreens intended for use as Christmas trees is the only use allowed benefit of the present-use value program without first having met a gross income requirement. The trade-off for this exception is a different gross income requirement in recognition of the potential for greater income than would normally be associated with other horticultural or agricultural commodities.

While the majority of Christmas tree production occurs in the western mountain counties (MLRA 130), surveys as far back as 1996 indicate that there are approximately 135 Christmas tree operations in non-mountain counties (MLRAs 136, 137, 133A, 153A & 153B). They include such counties in the piedmont and coastal plain as Craven, Halifax, Robeson, Wake, and Warren. For this reason we have prepared separate in-lieu of income requirements and gross income requirements for these two areas of the State. The different requirements recognize the difference in species, growing practices, markets, and resulting gross income potential.

After consulting with cooperative extension agents, the regional Christmas tree/horticultural specialist at the Western North Carolina Experimental Research Station, and various landowners/growers, we have determined the standards in the following attachments to be reasonable guidelines for compliance with G.S. 105-289(a)(6). Please note these requirements are subject to the whims of weather and other conditions that can have a significant impact. The combined effect of recent hurricanes, spring freezes, and ice storms across some parts of the State should be taken into consideration when appropriate within each county. As with other aspects of the present-use value program, owners of Christmas tree land should not be held accountable for conditions such as adverse weather or disease outbreak beyond their control.

We encourage every county to contact their local Cooperative Extension Service Office to obtain the appropriate local data and expertise to support particular situations in each county.

I. Gross Income Requirement for Christmas Trees

For MLRA 130, the gross income requirement for horticultural land used to grow evergreens intended for use as Christmas trees is $2,000 per acre.

For all other MLRAs, the gross income requirement for horticultural land used to grow evergreens intended for use as Christmas trees is $1,500 per acre.

II. In-Lieu of Income Requirement

MLRA 130 – Mountains

The in-lieu of income requirement is for acreage in production but not yet undergoing harvest, and will be determined by sound management practices, best evidenced by the following:

1. Sites prepared by controlling problem weeds and saplings, taking soil samples, and applying fertilizer and/or lime as appropriate.

2. Generally, a 5' x 5' spacing producing approximately 1,750 potential trees per acre. Spacing must allow for adequate air movement around the trees. (There is very little 4' x 4' or 4.5' x 4.5' spacing. Some experimentation has occurred with 5' x 6' spacing, primarily aimed at producing a 6' tree in 5 years. All of the preceding examples should be acceptable.)

3. A program for insect and weed control.

4. Generally, an eight-to-ten year setting to harvest cycle. (Most leases are for 10 years, which allows for a replanting of non-established or dying seedlings up through the second year.)

The gross income requirement for acres undergoing Christmas tree harvest in the mountain region of North Carolina (MLRA 130) is $2,000 per acre. Once Christmas trees are harvested from specific acreage, the requirement for those harvested acres will revert to the in-lieu of income requirement.

As an example, if the total amount of acres devoted to Christmas tree production is six acres, three of which are undergoing harvest and three of which have yet to reach maturity, the gross income requirement would be $6,000.

MLRA 136 – Piedmont, MLRA 137 – Sandhills, MLRA 133A – Upper Coastal Plain, MLRA 153A – Lower Coastal Plain, and MLRA 153B – Tidewater.

The in-lieu of income requirement is for acreage in production but not yet undergoing harvest, and will be determined by sound management practices, best evidenced by the following:

1. Sites prepared by controlling problem weeds and saplings, taking soil samples, and applying fertilizer and/or lime as appropriate.

2. Generally, a 7' x 7' spacing producing approximately 900 potential trees per acre. Spacing must allow for adequate air movement around the trees. (There may be variations in the spacing dependent on the species being grown, most likely Virginia Pine, White Pine, Eastern Red Cedar, and Leyland Cypress. All reasonable spacing practices should be acceptable.)

3. A program for insect and weed control.

4. Generally a five-to-six year setting to harvest cycle. (Due to the species being grown, soil conditions and growing practices, most operations are capable of producing trees for market in the five-to-six year range. However, the combined effect of adverse weather and disease outbreak may force greater replanting of damaged trees thereby lengthening the current cycle beyond that considered typical.)

The gross income requirement for acres undergoing Christmas tree harvest in the non-mountain regions of North Carolina (MLRAs 136, 137, 133A, 153A, and 153B) is $1,500 per acre. Once Christmas trees are harvested from specific acreage, the requirement for those harvested acres will revert to the in-lieu of income requirement.

As an example, if the total amount of acres devoted to Christmas tree production is six acres, three of which are undergoing harvest and three of which have yet to reach maturity, the gross income requirement would be $4,500.

Procedure for Forestry Schedules

The charge to the Forestry Group is to develop five net income per-acre ranges for each MLRA based on the ability of the soils to produce timber income. The task is confounded by variable species and stand type; management level, costs and opportunities; markets and stumpage prices; topographies; and landowner objectives across North Carolina.

In an attempt to develop realistic net income per acre in each MLRA, the Forestry Group considered the following items by area:

1. soil productivity and indicator tree species (or stand type);
2. average stand establishment and annual management costs;
3. average rotation length and timber yield; and
4. average timber stumpage prices.

Having selected the appropriate combinations above, the harvest value (gross income) from a managed rotation on a given soil productivity level can be calculated, netted of costs and amortized to arrive at the net income per acre per year soil expectation value. The ensuing discussion introduces users of this manual to the procedure, literature and software citations and decisions leading to the five forest land classes for each MLRA. Column numbers beside sub-headings refer to columns in the Forestry Net Present Values Table.

Soil Productivity/Indicator Species Selection (Col. 1). Soil productivity in forestry is measured by site index (SI). Site index is the height to which trees of a given species will grow on a given soil/site over a designed period of time (usually 50 or 25 years, depending on species, site or age

of site table). The Forestry Group identified key indicator species (or stand types) for each MLRA and then assigned site index ranges for the indicator species that captured the management opportunities for that region. The site index ranges became the productivity class basis for further calculations of timber yield and generally can be correlated to Natural Resource Conservation Service (NRCS) cubic foot per acre productivity classes for most stand types. By MLRA, the following site index ranges and species/stand types cover the overwhelming majority of soils/sites and management opportunities.

MLRA 153A, 153B, 137, 136, 133A:

Species/Stand Type	SI Range (50 yr. basis)
Loblolly pine	86-104
Loblolly pine	66-85
Loblolly pine	60-65
Mixed hardwoods	Mixed species and site indices on coves, river bottoms, bottomlands
Pond and/or longleaf pine	50-55
Upland hardwoods (MLRA 136)	40-68 (Upland oak)

MLRA 130:

Species/Stand Type	SI Range (50 yr. basis)
White pine	70-89
White pine	55-69
Shortleaf/mixed hardwoods	Mixed species/sites (SI 42-58 shortleaf)
Bottomland/cove hardwoods	Mixed species/site indices on coves and bottoms
Upland oak ridges	40-68

The site index ranges above, in most cases, can be correlated to individual soil series (and series' phases) according to NRCS cubic foot per acre productivity classes. An exception will be the cove, bottomland, riverbottom, and other hardwood sites where topographic position must also be

considered. The Soils Group is responsible for assigning soil series to the appropriate class for agriculture, horticulture and forestry.

Stand Establishment and Annual Management Costs (Columns 2 and 3). Stand establishment costs include site preparation and tree planting costs. Costs vary from $0 to over $200 per acre depending on soils, species, and management objectives. No cost would be incurred for natural regeneration (as practiced for hardwoods) with costs increasing as pine plantations are intensively managed on highly productive sites. The second column in the Forestry Net Present Values Table contains average establishment costs for the past ten years as reported by the N.C. Forest Service for site classes in each MLRA.

Annual management may include costs of pine release, timber stand improvement activities, prescribed burning, boundary line maintenance, consultant fees and other contractual services. Cost may vary from $0 on typical floodplain or bottomland stands to as high as $6 per acre per year on intensively managed pine plantations. Annual management costs in Forestry Net Present Values Table are the best estimates under average stand management regimes by site class.

Rotation Length and Timber Yields (Columns 4, 5, 6). Sawtimber rotations are recommended on all sites in North Carolina. This decision is based on the market situation throughout the state, particularly the scarce markets for low quality and small-diameter pine and hardwood, which normally would be used for pulpwood. Timber thinnings are not available to most woodlot managers and, therefore, rotations are assumed to proceed unthinned until the optimum economic product mix is achieved.

Timber yields are based on the most current yield models developed at the N.C. State University School of Forest Resources for loblolly pine. (Hafley, Smith, and Buford, 1982) and natural hardwood stands (Gardner et al. 1982). White pine yields, mountain mixed stand yields, and upland oak yields are derived from U.S. Forest Service yield models developed by Vimmerstedt (1962) and McClure and Knight. Longleaf and pond pine yields are from Schumacher and Coile (1960).

Timber Stumpage Prices (Columns 7 and 8). Cost of forestry operations are derived from the past five year regional data (provided by the NC DFR). For timber, stumpage prices (prices paid for standing timber to landowners) are derived over the same 5-year period from regional Forest2Market reports, a timber price reporting system.

Harvest Values (Column 9). Multiplication of timber yields (columns 5 and 6) times the respective timber stumpage prices (columns 7 and 8) gives the gross harvest value of one rotation.

Annualized Net Present Value (NPV) (Column 10). Harvest values (column 9) are discounted to present value at a 4 percent discount rate, which is consistent with rates used and documented by the U.S. Forest Service, forestry industry and forestry economists. This rate approximates the long-term measures of the opportunity cost of capital in the private sector of the U. S. economy (Row et al. 1981; Gunter and Haney, 1984). The respective establishment costs and the present value of annual management costs are subtracted from the present value of the income to obtain the net

present value of the timber stand. This is then amortized over the life of the rotation to arrive at the annualized net present value (or annual net income) figure.

Forestry Net Present Values

Indicator Species or Stand Types, Lengths of Rotation, Costs, Yields, Price and Annualized Net Present Value per Acre of Land by Site Index Ranges in Each Major Land Resource Are, North Carolina

(1) Species/Stand Type	(2) Est. Cost	(3) Mgmt. Cost	(4) Rot. Lgth.	(5) Yield	(6) Yield	(7) Price /mbf	(8) Price /cd	(9) Harvest Value	(10) Annualized NPV
UP LCP	($)	($)	(yrs)	(MBF)	(cds)	($)	($)	($)	($)
MLRAs 153A and 133A									
LOWER & UPPER CP									
Mixed hardwoods	$0.00	$0.00	50	11.5	44	$225.00	$14.52	$3,226.38	$21.13
Loblolly pine (86-104)	$364.00	$3.00	30	12	14.4	$207.00	$30.20	$2,918.88	$27.99
Loblolly pine (66-85)	$255.00	$2.00	30	7	16.8	$207.00	$30.20	$1,956.36	$18.14
Loblolly pine (60-65)	$127.00	$1.00	40	4.8	12.7	$207.00	$30.20	$1,377.14	$7.08
Pond pine (50-55)	$50.00	$0.50	50	2.7	20	$207.00	$30.20	$1,162.90	$4.79
Longleaf pine	$50.00	$0.50	50	3.2	8	$207.00	$30.20	$904.00	$3.94
MLRA 153B									
TIDEWATER									
Mixed hardwoods	$0.00	$0.00	50	8.43	44	$235.39	$14.52	$2,623.24	$17.18
Loblolly pine (86-104)	$458.00	$3.00	30	12	14.4	$207.00	$30.20	$2,918.88	$22.56
Loblolly pine (66-85)	$255.00	$2.00	30	7	16.8	$207.00	$30.20	$1,956.36	$18.14
Loblolly pine (60-65)	$127.00	$1.00	40	4.8	12.7	$207.00	$30.20	$1,377.14	$7.08
Pond pine	$50.00	$0.50	50	2.7	20	$207.00	$30.20	$1,162.90	$4.79
MLRA 137									
SANDHILLS									
Mixed hardwoods	$0.00	$0.00	50	11.9	46	$235.39	$14.50	$3,468.14	$22.72
Loblolly pine (86-104)	$265.20	$3.00	30	12	15.6	$207.00	$30.20	$2,955.12	$34.35
Loblolly pine (66-85)	$141.00	$2.00	30	6.4	16.9	$207.00	$30.20	$1,835.18	$22.57
Loblolly pine (60-65)	$53.00	$1.00	50	7.2	7	$207.00	$30.20	$1,701.80	$7.68
Longleaf pine (50-55)	$53.00	$0.50	50	3.2	8	$207.00	$30.20	$904.00	$2.95

Forestry Net Present Values

Indicator Species or Stand Types, Lengths of Rotation, Costs, Yields, Price and Annualized Net Present Value per Acre of Land by Site Index Ranges in Each Major Land Resource Are, North Carolina

(1) Species/Stand Type	(2) Est. Cost	(3) Mgmt. Cost	(4) Rot. Lgth.	(5) Yield	(6) Yield	(7) Price /mbf	(8) Price /cd	(9) Harvest Value	(10) Annualized NPV
UP LCP	($)	($)	(yrs)	(MBF)	(cds)	($)	($)	($)	($)
MLRA 136									
PIEDMONT									
Mixed hardwoods	$0.00	$0.00	50	11.9	46	$235.39	$16.40	$3,555.54	$23.29
Loblolly pine (86-104)	$265.20	$3.00	30	11.5	15.6	$207.00	$30.20	$2,851.62	$32.51
Loblolly pine (66-85)	$141.00	$2.00	30	6.4	16.9	$207.00	$30.20	$1,835.18	$22.57
Loblolly pine (60-65)	$55.00	$0.50	40	4.1	15	$207.00	$30.20	$1,301.70	$10.42
Upland hardwoods	$0.00	$0.00	50	6.05	32	$207.00	$30.20	$2,218.75	$14.53
MLRA 130									
WESTERN									
Mixed hardwoods	$0.00	$0.00	50	10.95	0	$263.00	$18.50	$2,879.85	$18.86
White pine (70-89)	$270.00	$2.00	30	17.8	0	$150.00	$18.50	$2,670.00	$29.99
White pine (55-69)	$175.40	$1.00	35	8.5	0	$150.00	$18.50	$1,275.00	$6.91
Shortleaf/mixed hwd.	$0.00	$0.00	60	6	0	$188.00	$18.50	$1,128.00	$4.74
Upland oak ridge (40-68)	$0.00	$0.00	70	5.32	0	$223.00	$18.50	$1,186.36	$3.26

Map Unit Name	Agri	For	Hort
Alluvial land, wet	IV	II	IV
Arents, loamy	IV	II	IV
Arkaqua loam, 0 to 2 percent slopes, frequently flooded	IV	II	IV
Arkaqua loam, 0 to 2 percent slopes, occasionally flooded	II	III	II
Arkaqua loam, 0 to 2 percent slopes, rarely flooded	II	III	II
Ashe and Edneyville soils, 6 to 15 percent slopes	IV	I	III
Ashe and Edneyville soils, 15 to 25 percent slopes	IV	I	III
Ashe and Edneyville soils, 25 to 45 percent slopes	IV	I	IV
Ashe fine sandy loam, 6 to 15 percent slopes	IV	III	III
Ashe fine sandy loam, 10 to 25 percent slopes	IV	III	III
Ashe fine sandy loam, 15 to 25 percent slopes	IV	III	III
Ashe fine sandy loam, 25 to 45 percent slopes	IV	III	IV
Ashe gravelly fine sandy loam, 25 to 65 percent slopes	IV	III	IV
Ashe stony fine sandy loam, ALL	IV	III	IV
Ashe stony sandy loam, ALL	IV	III	IV
Ashe-Chestnut-Buladean complex, very stony, ALL	IV	III	IV
Ashe-Cleveland complex, stony, ALL	IV	IV	IV
Ashe-Cleveland-Rock outcrop complex, ALL	IV	IV	IV
Ashe-Rock outcrop complex, 15 to 70 percent slopes	IV	VI	IV
Augusta fine sandy loam, cool variant, 1 to 4 percent slopes (Delanco)	II	I	II
Balsam, ALL	IV	VI	IV
Balsam-Rubble land complex, windswept, ALL	IV	VI	IV
Balsam-Tanasee complex, extremely bouldery, ALL	IV	VI	IV
Bandana sandy loam, 0 to 3 percent slopes, occasionally flooded	II	II	II
Bandana-Ostin complex, 0 to 3 percent slopes, occasionally flooded	III	II	III
Biltmore, ALL	IV	II	IV
Braddock and Hayesville clay loams, eroded, ALL	III	I	III
Braddock clay loam, 2 to 6 percent slopes, eroded	II	I	III
Braddock clay loam, 2 to 8 percent slopes, eroded	II	I	III
Braddock clay loam, 6 to 15 percent slopes, eroded	II	I	III
Braddock clay loam, 8 to 15 percent slopes, eroded	II	I	III
Braddock clay loam, eroded, ALL OTHER	IV	I	III
Braddock clay loam, 15 to 30 percent slopes, eroded, stony	IV	I	IV
Braddock fine sandy loam, 15 to 30 percent slopes	III	I	III
Braddock gravelly loam, 2 to 8 percent slopes	I	I	I
Braddock gravelly loam, 8 to 15 percent slopes	II	I	I
Braddock loam, 2 to 8 percent slopes	I	I	I
Braddock loam, 8 to 15 percent slopes	II	I	I
Braddock-Urban land complex, ALL	IV	I	IV
Bradson gravelly loam, ALL	II	I	I
Brandywine stony soils, ALL	IV	IV	IV
Brasstown-Junaluska complex, 8 to 15 percent slopes	III	IV	III
Brasstown-Junaluska complex, 15 to 30 percent slopes	IV	IV	III
Brasstown-Junaluska complex, ALL OTHER	IV	IV	IV
Brevard fine sandy loam, 1 to 6 percent slopes, rarely flooded	I	I	I
Brevard loam, 2 to 6 percent slopes	I	I	I
Brevard loam, 6 to 10 percent slopes	II	I	I
Brevard loam, 7 to 15 percent slopes	II	I	I
Brevard loam, 10 to 25 percent slopes	IV	I	I
Brevard loam, 15 to 25 percent slopes	IV	I	I
Brevard loam, 25 to 45 percent slopes	IV	I	II
Brevard sandy loam, 8 to 15 percent slopes	II	I	I

Map Unit Name	Agri	For	Hort
Brevard-Greenlee complex, extremely bouldery, ALL	IV	I	IV
Buladean-Chestnut complex, 15 to 30 percent slopes, stony	IV	I	III
Buladean-Chestnut complex, stony, ALL OTHER	IV	I	IV
Burton stony loam, ALL	IV	V	IV
Burton-Craggey complex, windswept, ALL	IV	VI	IV
Burton-Craggey-Rock outcrop complex, windswept, ALL	IV	VI	IV
Burton-Wayah complex, windswept, ALL	IV	VI	IV
Cashiers fine sandy loam, 2 to 8 percent slopes	II	I	I
Cashiers fine sandy loam, 8 to 15 percent slopes	II	I	II
Cashiers fine sandy loam, 15 to 30 percent slopes, stony	IV	I	II
Cashiers fine sandy loam, 30 to 50 percent slopes, stony	IV	I	III
Cashiers fine sandy loam, 50 to 95 percent slopes, stony	IV	I	IV
Cashiers gravelly fine sandy loam, 8 to 15 percent slopes	II	I	II
Cashiers gravelly fine sandy loam, 15 to 30 percent slopes	IV	I	II
Cashiers gravelly fine sandy loam, 30 to 50 percent slopes	IV	I	III
Cashiers gravelly fine sandy loam, 50 to 95 percent slopes	IV	I	IV
Cashiers sandy loam, 8 to 15 percent slopes, stony	II	I	II
Cashiers sandy loam, 15 to 30 percent slopes, stony	IV	I	II
Cashiers sandy loam, 30 to 50 percent slopes, stony	IV	I	III
Cashiers sandy loam, 50 to 95 percent slopes, stony	IV	I	IV
Cataska-Rock outcrop complex, 30 to 95 percent slopes	IV	VI	IV
Cataska-Sylco complex, 50 to 95 percent slopes	IV	VI	IV
Chandler and Fannin soils, 25 to 45 percent slopes	IV	I	IV
Chandler gravelly fine sandy loam, 8 to 15 percent slopes	IV	III	II
Chandler gravelly fine sandy loam, 15 to 30 percent slopes	IV	III	II
Chandler gravelly fine sandy loam, 30 to 50 percent slopes	IV	III	III
Chandler gravelly fine sandy loam, ALL OTHER	IV	III	IV
Chandler gravelly fine sandy loam, windswept, ALL	IV	VI	IV
Chandler loam, 2 to 8 percent slopes	III	III	II
Chandler loam, 8 to 15 percent slopes	IV	III	II
Chandler loam, 15 to 25 percent slopes	IV	III	III
Chandler loam, 25 to 65 percent slopes	IV	III	IV
Chandler silt loam, 10 to 25 percent slopes	IV	III	II
Chandler silt loam, 25 to 45 percent slopes	IV	III	III
Chandler stony loam, 45 to 70 percent slopes	IV	III	IV
Chandler stony silt loam, ALL	IV	III	IV
Chandler-Micaville complex, 8 to 15 percent slopes	IV	III	II
Chandler-Micaville complex, 15 to 30 percent slopes, stony	IV	III	II
Chandler-Micaville complex, 30 to 50 percent slopes, stony	IV	III	III
Chandler-Micaville complex, 50 to 95 percent slopes, stony	IV	III	IV
Cheoah channery loam, ALL	IV	I	IV
Cheoah channery loam, stony, ALL	IV	I	IV
Cheoah channery loam, windswept, stony	IV	VI	IV
Chester clay loam, 15 to 45 percent slopes, eroded (Evard)	IV	I	III
Chester fine sandy loam, 6 to 15 percent slopes (Evard)	II	I	I
Chester fine sandy loam, 15 to 25 percent slopes (Evard)	II	I	III
Chester fine sandy loam, 25 to 45 percent slopes (Evard)	IV	I	III
Chester loam, 2 to 6 percent slopes	II	I	I
Chester loam, 6 to 10 percent slopes	III	I	I
Chester loam, 10 to 25 percent slopes	IV	I	II
Chester loam, 25 to 45 percent slopes	IV	I	III
Chester stony loam, 10 to 15 percent slopes (Evard)	III	I	III

Map Unit Name	Agri	For	Hort
Chester stony loam, (Evard), ALL OTHER	IV	I	IV
Chestnut and Edneyville soils, 15 to 25 percent slopes	IV	I	II
Chestnut and Edneyville soils, 25 to 50 percent slopes	IV	I	III
Chestnut gravelly loam, 50 to 80 percent slopes	IV	III	IV
Chestnut-Ashe complex, ALL	IV	III	IV
Chestnut-Buladean complex, 8 to 15 percent slopes, rocky	III	III	III
Chestnut-Buladean complex, stony, ALL	IV	III	IV
Chestnut-Cleveland-Rock outcrop complex, windswept, ALL	IV	VI	IV
Chestnut-Edneyville complex, 8 to 25 percent slopes, stony	IV	III	III
Chestnut-Edneyville complex, 25 to 60 percent slopes, stony	IV	III	IV
Chestnut-Edneyville complex, windswept, stony, ALL	IV	VI	IV
Chestoa-Ditney-Rock outcrop complex, 30 to 95 percent slopes, very bouldery	IV	VI	IV
Cleveland-Chestnut-Rock outcrop complex, windswept, ALL	IV	VI	IV
Cleveland-Rock outcrop complex, 8 to 90 percent slopes	IV	VI	IV
Cliffield-Cowee complex, 15 to 30 percent slopes, very stony	IV	V	IV
Cliffield-Fairview complex, 15 to 25 percent slopes	IV	V	IV
Cliffield-Pigeonroost complex, very stony, ALL	IV	V	IV
Cliffield-Rhodhiss complex, 25 to 60 percent slopes, very stony	IV	V	IV
Cliffield-Rock outcrop complex, 50 to 95 percent slopes	IV	VI	IV
Cliffield-Woolwine complex, 8 to 15 percent slopes	IV	V	IV
Clifton (Evard) stony loam, ALL	IV	I	IV
Clifton clay loam, 8 to 15 percent slopes, eroded	III	I	III
Clifton clay loam, 15 to 30 percent slopes, eroded	IV	I	III
Clifton clay loam, 30 to 50 percent slopes, eroded	IV	I	IIII
Clifton loam, 2 to 8 percent slopes	II	I	I
Clifton loam, 6 to 10 percent slopes	II	I	I
Clifton loam, 8 to 15 percent slopes	II	I	II
Clifton loam, 10 to 25 percent slopes	IV	I	II
Clifton loam, 15 to 25 percent slopes	IV	I	II
Clifton loam, 25 to 45 percent slopes	IV	I	III
Clifton stony loam, 15 to 45 percent slopes	IV	I	IV
Clingman-Craggey-Rock outcrop complex, windswept, 15 to 95 percent slopes, extremely bouldery	IV	VI	IV
Codorus, ALL	II	II	III
Colvard, ALL	I	II	III
Comus, ALL	I	II	III
Cowee gravelly loam, stony, ALL	IV	V	IV
Cowee-Evard-Urban land complex, 15 to 30 percent slopes	IV	III	IV
Cowee-Saluda complex, stony, ALL	IV	V	IV
Craggey-Rock outcrop complex, 40 to 90 percent slopes	IV	VI	IV
Craggey-Rock outcrop-Clingman complex, windswept, rubbly, ALL	IV	VI	IV
Crossnore-Jeffrey complex, very stony, ALL	IV	I	IV
Cullasaja cobbly fine sandy loam, 8 to 30 percent slopes, very bouldery	IV	II	IV
Cullasaja cobbly loam, extremely bouldery, ALL	IV	II	IV
Cullasaja very cobbly fine sandy loam, extremely bouldery, ALL	IV	II	IV
Cullasaja very cobbly loam, extremely bouldery, ALL	IV	II	IV
Cullasaja very cobbly sandy loam, extremely bouldery, ALL	IV	II	IV
Cullasaja-Tuckasegee complex, 8 to 15 percent slopes, stony	IV	II	II
Cullasaja-Tuckasegee complex, 15 to 30 percent slopes, stony	IV	II	II
Cullasaja-Tuckasegee complex, 30 to 50 percent slopes, stony	IV	II	III
Cullasaja-Tuckasegee complex, 50 to 90 percent slopes, stony	IV	II	IV
Cullasaja-Tuckasegee complex, 50 to 95 percent slopes, stony	IV	II	IV

Map Unit Name	Agri	For	Hort
Cullasaja-Tusquitee complex, 10 to 45 percent slopes	IV	II	III
Cullowhee fine sandy loam, 0 to 2 percent slopes, occasionally flooded	II	II	II
Cullowhee, frequently flooded, ALL	IV	II	IV
Cullowhee-Nikwasi complex, 0 to 2 percent slopes, frequently flooded	IV	II	IV
Delanco (Dillard) loam, ALL	I	I	I
Delanco fine sandy loam, 2 to 6 percent slopes	II	I	I
Dellwood gravelly fine sandy loam, 0 to 5 percent slopes, frequently flooded	IV	II	IV
Dellwood, occasionally flooded, ALL	III	II	III
Dellwood-Reddies complex, 0 to 3 percent slopes, occasionally flooded	III	II	III
Dellwood-Urban land complex, 0 to 3 percent slopes, occasionally flooded	IV	II	IV
Dillard, ALL	I	I	I
Dillsboro clay loam, 2 to 8 percent slopes	I	I	I
Dillsboro clay loam, 8 to 15 percent slopes, rarely flooded	II	I	II
Dillsboro clay loam, 8 to 15 percent slopes, stony	III	I	II
Dillsboro clay loam, 15 to 30 percent slopes, stony	IV	I	II
Dillsboro loam, 2 to 8 percent slopes	I	I	I
Dillsboro loam, 8 to 15 percent slopes	II	I	II
Dillsboro-Urban land complex, 2 to 15 percent slopes	IV	I	IV
Ditney-Unicoi complex, very stony, ALL	IV	VI	IV
Ditney-Unicoi complex, 50 to 95 percent slopes, very rocky	IV	VI	IV
Ditney-Unicoi-Rock outcrop complex, ALL	IV	VI	IV
Edneytown gravelly sandy loam, 8 to 25 percent slopes	IV	I	III
Edneytown-Chestnut complex, 30 to 50 percent slopes, stony	IV	I	III
Edneytown-Chestnut complex, 50 to 80 percent slopes, stony	IV	I	IV
Edneytown-Pigeonroost complex, 8 to 15 percent slopes, stony	III	I	III
Edneytown-Pigeonroost complex, 15 to 30 percent slopes, stony	IV	I	III
Edneytown-Pigeonroost complex, 30 to 50 percent slopes, stony	IV	I	IV
Edneyville (Edneytown) fine sandy loam, 7 to 15 percent slopes	III	I	III
Edneyville (Edneytown) fine sandy loam, 15 to 25 percent slopes	IV	I	IV
Edneyville (Edneytown) fine sandy loam, 25 to 45 percent slopes	IV	I	IV
Edneyville loam, 15 to 25 percent slopes	IV	I	II
Edneyville loam, 25 to 45 percent slopes	IV	I	III
Edneyville stony loam, 45 to 70 percent slopes	IV	I	IV
Edneyville-Chestnut complex, 2 to 8 percent slopes, stony	III	I	III
Edneyville-Chestnut complex, 8 to 15 percent slopes, stony	IV	I	III
Edneyville-Chestnut complex, 10 to 25 percent slopes, stony	IV	I	III
Edneyville-Chestnut complex, 15 to 30 percent slopes, stony	IV	I	III
Edneyville-Chestnut complex, ALL OTHER	IV	I	IV
Edneyville-Chestnut-Urban land complex, ALL	IV	I	IV
Ellijay silty clay loam, 2 to 8 percent slopes, eroded	III	I	I
Ellijay silty clay loam, 8 to 15 percent slopes, eroded	IV	I	I
Ellijay silty clay loam, eroded, ALL OTHER	IV	I	II
Elsinboro loam, ALL	I	I	I
Eutrochrepts, mined, 30 to 50 percent slopes, very stony	IV	VI	IV
Evard and Saluda fine sandy loams, 25 to 60 percent slopes	IV	I	IV
Evard fine sandy loam, 7 to 15 percent slopes	III	I	II
Evard fine sandy loam, 15 to 25 percent slopes	IV	I	II
Evard fine sandy loam, 25 to 50 percent slopes	IV	I	III
Evard gravelly sandy loam, 6 to 15 percent slopes	III	I	II
Evard gravelly sandy loam, 15 to 25 percent slopes	IV	I	III
Evard loam, ALL	IV	I	IV
Evard soils, 15 to 25 percent slopes	IV	I	III

Map Unit Name	Agri	For	Hort
Evard soils, ALL OTHER	IV	I	IV
Evard stony loam, 25 to 60 percent slopes	IV	I	IV
Evard-Cowee complex, 2 to 8 percent slopes	III	I	II
Evard-Cowee complex, 8 to 15 percent slopes	III	I	II
Evard-Cowee complex, 8 to 15 percent slopes, eroded	III	I	II
Evard-Cowee complex, 8 to 25 percent slopes, stony	IV	I	III
Evard-Cowee complex, ALL OTHER	IV	I	IV
Evard-Cowee-Urban land complex, ALL	IV	I	IV
Fannin fine sandy loam, 8 to 15 percent slopes	III	I	I
Fannin fine sandy loam, 15 to 30 percent slopes	IV	I	II
Fannin fine sandy loam, 15 to 30 percent slopes, stony	IV	I	II
Fannin fine sandy loam, 30 to 50 percent slopes	IV	I	II
Fannin fine sandy loam, 30 to 50 percent slopes, stony	IV	I	III
Fannin fine sandy loam, 50 to 95 percent slopes	IV	I	III
Fannin loam, 8 to 15 percent slopes	III	I	II
Fannin loam, 15 to 25 percent slopes	IV	I	III
Fannin loam, 25 to 45 percent slopes	IV	I	III
Fannin loam, 30 to 50 percent slopes, eroded	IV	I	III
Fannin loam, 45 to 70 percent slopes	IV	I	IV
Fannin sandy clay loam, 8 to 15 percent slopes, eroded	III	I	II
Fannin sandy clay loam, eroded, ALL OTHER	IV	I	III
Fannin silt loam, 6 to 10 percent slopes, eroded	III	I	II
Fannin silt loam, 7 to 15 percent slopes	III	I	II
Fannin silt loam, 10 to 25 percent slopes, eroded	IV	I	III
Fannin silt loam, 15 to 25 percent slopes	IV	I	III
Fannin silt loam, 25 to 45 percent slopes	IV	I	III
Fannin silty clay loam, 15 to 45 percent slopes, eroded	IV	I	IV
Fannin-Chestnut complex, 50 to 85 percent slopes, rocky	IV	I	IV
Fannin-Cowee complex, 15 to 30 percent slopes, stony	IV	I	III
Fannin-Cowee complex, stony, ALL OTHER	IV	I	IV
Fannin-Urban land complex, 2 to 15 percent slopes	IV	I	IV
Fletcher and Fannin soils, 6 to 15 percent slopes	III	I	II
Fletcher and Fannin soils, 15 to 25 percent slopes	IV	I	II
Fluvaquents-Udifluvents complex, occasionally flooded, ALL	III	II	IV
Fontaflora-Ostin complex	IV	II	IV
French fine sandy loam, 0 to 3 percent slopes, frequently flooded	IV	II	IV
Greenlee ALL	IV	I	IV
Greenlee-Ostin complex, 3 to 40 percent slopes, very stony	IV	I	IV
Greenlee-Tate complex, ALL	IV	I	IV
Greenlee-Tate-Ostin complex, 1 to 15 percent slopes, extremely stony	IV	I	IV
Gullied land	IV	VI	IV
Harmiller-Shinbone complex, 15 to 30 percent slopes, stony	IV	III	III
Harmiller-Shinbone complex, 30 to 50 percent slopes, stony	IV	III	III
Hatboro loam	IV	II	IV
Hayesville channery fine sandy loam, 8 to 15 percent slopes, very stony	IV	I	II
Hayesville channery fine sandy loam, 15 to 25 percent slopes, very stony	IV	I	III
Hayesville channery fine sandy loam, 25 to 60 percent slopes, very stony	IV	I	IV
Hayesville clay loam, 2 to 8 percent slopes, eroded	III	I	II
Hayesville clay loam, 6 to 15 percent slopes, eroded	IV	I	II
Hayesville clay loam, 8 to 15 percent slopes, eroded	IV	I	II
Hayesville clay loam, 10 to 25 percent slopes, severely eroded	IV	I	III
Hayesville clay loam, 15 to 30 percent slopes, eroded	IV	I	III

Map Unit Name	Agri	For	Hort
Hayesville fine sandy loam, 6 to 15 percent slopes	III	I	I
Hayesville fine sandy loam, 8 to 15 percent slopes	III	I	I
Hayesville fine sandy loam, 15 to 25 percent slopes	III	I	II
Hayesville fine sandy loam, 15 to 30 percent slopes	III	I	II
Hayesville fine sandy loam, 25 to 50 percent slopes	IV	I	III
Hayesville loam, 2 to 7 percent slopes	II	I	I
Hayesville loam, 2 to 8 percent slopes	II	I	I
Hayesville loam, 6 to 10 percent slopes	II	I	I
Hayesville loam, 6 to 15 percent slopes	III	I	I
Hayesville loam, 7 to 15 percent slopes	III	I	I
Hayesville loam, 8 to 15 percent slopes	III	I	I
Hayesville loam, 10 to 25 percent slopes	III	I	II
Hayesville loam, 15 to 25 percent slopes	III	I	II
Hayesville loam, 15 to 30 percent slopes	III	I	II
Hayesville sandy clay loam, 15 to 30 percent slopes, eroded	IV	I	III
Hayesville sandy clay loam, eroded, ALL OTHER	III	I	II
Hayesville-Evard complex, 15 to 25 percent slopes	III	I	II
Hayesville-Evard-Urban land complex, 15 to 25 percent slopes	IV	I	IV
Hayesville-Sauratown complex, 2 to 8 percent slopes	II	I	II
Hayesville-Sauratown complex, 8 to 15 percent slopes	III	I	II
Hayesville-Sauratown complex, 15 to 25 percent slopes	III	I	III
Hayesville-Sauratown complex, 25 to 60 percent slopes	IV	I	III
Hayesville-Urban land complex, ALL	IV	I	IV
Haywood stony loam, 15 to 25 percent slopes	IV	I	III
Haywood stony loam, 25 to 50 percent slopes	IV	I	IV
Hemphill, rarely flooded, ALL	IV	II	IV
Humaquepts, loamy, 2 to 8 percent slopes, stony	IV	II	IV
Huntdale clay loam, 8 to 15 percent slopes, stony	III	I	II
Huntdale clay loam, 15 to 30 percent slopes, stony	IV	I	II
Huntdale clay loam, 30 to 50 percent slopes, stony	IV	I	III
Huntdale silty clay loam, 15 to 30 percent slopes, stony	IV	I	II
Huntdale silty clay loam, 30 to 50 percent slopes, very stony	IV	I	III
Huntdale silty clay loam, 50 to 95 percent slopes, very stony	IV	I	IV
Iotla sandy loam, 0 to 2 percent slopes, occasionally flooded	II	II	III
Junaluska-Brasstown complex, 6 to 25 percent slopes	IV	IV	II
Junaluska-Brasstown complex, 15 to 30 percent slopes	IV	IV	III
Junaluska-Brasstown complex, 25 to 60 percent slopes	IV	IV	III
Junaluska-Brasstown complex, 30 to 50 percent slopes	IV	IV	IV
Junaluska-Tsali complex, ALL	IV	IV	IV
Keener-Lostcove complex, 15 to 30 percent slopes, very stony	IV	I	III
Keener-Lostcove complex, 30 to 50 percent slopes, very stony	IV	I	IV
Kinkora loam	IV	I	III
Lonon loam, 2 to 8 percent slopes	I	I	I
Lonon loam, 8 to 15 percent slopes	II	I	I
Lonon loam, 15 to 30 percent slopes	IV	I	II
Lonon-Northcove complex, 6 to 15 percent slopes	IV	I	III
Maymead fine sandy loam, ALL	IV	I	II
Maymead-Greenlee-Potomac complex, 3 to 25 percent slopes	IV	I	IV
Nikwasi, ALL	IV	II	IV
Northcove very cobbly loam, ALL	IV	I	IV
Northcove-Maymead complex, extremely stony, ALL	IV	I	IV
Oconaluftee channery loam, ALL	IV	VI	IV

Map Unit Name	Agri	For	Hort
Oconaluftee channery loam, windswept, ALL	IV	VI	IV
Ostin, occasionally flooded, ALL	IV	II	IV
Pigeonroost-Edneytown complex, stony, ALL	IV	I	III
Pineola gravelly loam, 2 to 8 percent slopes	IV	I	II
Pineola gravelly loam, 8 to 15 percent slopes, stony	IV	I	II
Pineola gravelly loam, 15 to 30 percent slopes, stony	IV	I	III
Pits, ALL	IV	VI	IV
Plott fine sandy loam, 8 to 15 percent slopes, stony	III	I	II
Plott fine sandy loam, 15 to 30 percent slopes, stony	IV	I	II
Plott fine sandy loam, 30 to 50 percent slopes, stony	IV	I	III
Plott fine sandy loam, 50 to 95 percent slopes, stony	IV	I	IV
Plott loam, 15 to 30 percent slopes, stony	IV	I	II
Plott loam, 30 to 50 percent slopes, stony	IV	I	III
Plott loam, 50 to 95 percent slopes, stony	IV	I	IV
Ponzer muck, cool variant	IV	VI	IV
Porters gravelly loam, 8 to 15 percent slopes, stony	III	I	II
Porters gravelly loam, 15 to 30 percent slopes, stony	IV	I	II
Porters gravelly loam, 30 to 50 percent slopes, stony	IV	I	III
Porters gravelly loam, 50 to 80 percent slopes, stony	IV	I	IV
Porters loam, 25 to 45 percent slopes	IV	I	III
Porters loam, 25 to 80 percent slopes, stony	IV	I	IV
Porters loam, 30 to 50 percent slopes, stony	IV	I	IV
Porters loam, ALL OTHER	IV	I	II
Porters stony loam, 10 to 25 percent slopes	IV	I	II
Porters stony loam, 15 to 25 percent slopes	IV	I	II
Porters stony loam, 15 to 45 percent slopes	IV	I	II
Porters stony loam, 25 to 45 percent slopes	IV	I	III
Porters stony loam, ALL OTHER	IV	I	IV
Porters-Unaka complex, 8 to 15 percent slopes, stony	IV	I	II
Porters-Unaka complex, 15 to 30 percent slopes, stony	IV	I	II
Porters-Unaka complex, 30 to 50 percent slopes, stony	IV	I	III
Porters-Unaka complex, 50 to 95 percent slopes, rocky	IV	I	IV
Potomac, frequently flooded, ALL	IV	II	IV
Potomac-Iotla complex, 0 to 3 percent slopes, mounded, frequently flooded	IV	II	IV
Rabun loam, 6 to 25 percent slopes	IV	I	II
Rabun loam, 25 to 50 percent slopes	IV	I	III
Reddies, occasionally flooded	II	II	II
Reddies, frequently flooded, ALL	IV	II	IV
Rock outcrop	IV	VI	IV
Rock outcrop-Ashe complex, ALL	IV	VI	IV
Rock outcrop-Ashe-Cleveland complex, ALL	IV	VI	IV
Rock outcrop-Cataska complex, ALL	IV	VI	IV
Rock outcrop-Cleveland complex, ALL	IV	VI	IV
Rock outcrop-Cleveland complex, windswept, ALL	IV	VI	IV
Rock outcrop-Craggey complex, windswept, ALL	IV	VI	IV
Rosman, frequently flooded, ALL	IV	II	IV
Rosman, ALL OTHER	I	II	I
Rosman-Reddies complex, 0 to 3 percent slopes, occasionally flooded	I	II	I
Saunook gravelly loam, 2 to 8 percent slopes	I	I	I
Saunook gravelly loam, 8 to 15 percent slopes	I	I	I
Saunook gravelly loam, 8 to 15 percent slopes, stony	II	I	II
Saunook gravelly loam, 15 to 30 percent slopes	IV	I	II

Map Unit Name	Agri	For	Hort
Saunook gravelly loam, 15 to 30 percent slopes, stony	IV	I	II
Saunook gravelly loam, 30 to 50 percent slopes, stony	IV	I	III
Saunook loam, 2 to 8 percent slopes	I	I	I
Saunook loam, 8 to 15 percent slopes	I	I	I
Saunook loam, 8 to 15 percent slopes, stony	II	I	II
Saunook loam, 15 to 30 percent slopes, stony	IV	I	II
Saunook loam, 15 to 30 percent slopes, very stony	IV	I	III
Saunook loam, 30 to 50 percent slopes, very stony	IV	I	IV
Saunook sandy loam, 2 to 8 percent slopes	I	I	I
Saunook sandy loam, 8 to 15 percent slopes, stony	II	I	II
Saunook silt loam, 2 to 8 percent slopes	I	I	I
Saunook silt loam, 8 to 15 percent slopes, stony	II	I	II
Saunook-Nikwasi complex, 2 to 15 percent slopes	IV	I	III
Saunook-Thunder complex, ALL	IV	I	III
Saunook-Urban land complex, 2 to 15 percent slopes	IV	I	IV
Sauratown channery fine sandy loam, 8 to 15 percent slopes	IV	V	III
Sauratown channery fine sandy loam, 8 to 15 percent slopes, very stony	IV	V	III
Sauratown channery fine sandy loam, ALL OTHER	IV	V	IV
Soco-Cataska-Rock outcrop complex, 50 to 95 percent slopes	IV	VI	IV
Soco-Ditney complex, 6 to 25 percent slopes, stony	IV	III	III
Soco-Ditney complex, 8 to 15 percent slopes, very stony	IV	III	III
Soco-Ditney complex, 15 to 30 percent slopes, very stony	IV	III	III
Soco-Ditney complex, ALL OTHER	IV	III	IV
Soco-Stecoah complex, 8 to 15 percent slopes, stony	IV	III	II
Soco-Stecoah complex, 15 to 30 percent slopes	IV	III	III
Soco-Stecoah complex, 15 to 30 percent slopes, stony	IV	III	III
Soco-Stecoah complex, ALL OTHER	IV	III	IV
Soco-Stecoah complex, windswept, 30 to 50 percent slopes	IV	VI	IV
Spivey cobbly loam, extremely bouldery, ALL	IV	I	IV
Spivey stony loam, 10 to 40 percent slopes	IV	I	IV
Spivey-Santeetlah complex, 8 to 15 percent slopes, stony	IV	I	III
Spivey-Santeetlah complex, 15 to 30 percent slopes, stony	IV	I	III
Spivey-Santeetlah complex, stony, ALL OTHER	IV	I	IV
Spivey-Whiteoak complex, ALL	IV	I	IV
Statler, rarely flooded, ALL	I	I	I
Stecoah-Soco complex, 15 to 30 percent slopes, stony	IV	I	III
Stecoah-Soco complex, 30 to 50 percent slopes, stony	IV	I	III
Stecoah-Soco complex, 50 to 80 percent slopes, stony	IV	I	IV
Stony colluvial land	IV	II	IV
Stony land	IV	VI	IV
Stony steep land	IV	VI	IV
Suncook loamy sand, ALL	IV	II	II
Sylco-Cataska complex, ALL	IV	IV	IV
Sylco-Rock outcrop complex, 50 to 95 percent slopes	IV	IV	IV
Sylco-Soco complex, 10 to 30 percent slopes, stony	IV	IV	IV
Sylva-Whiteside complex, ALL	IV	I	II
Talladega, ALL	IV	IV	IV
Tanasee-Balsam complex, ALL	IV	VI	IV
Tate fine sandy loam, 2 to 6 percent slopes	I	I	I
Tate fine sandy loam, 2 to 7 percent slopes	I	I	I
Tate fine sandy loam, 2 to 8 percent slopes	I	I	I
Tate fine sandy loam, 2 to 8 percent slopes, very stony	IV	I	II

Map Unit Name	Agri	For	Hort
Tate fine sandy loam, 6 to 15 percent slopes	II	I	I
Tate fine sandy loam, 7 to 15 percent slopes	II	I	I
Tate fine sandy loam, 8 to 15 percent slopes	II	I	I
Tate fine sandy loam, 8 to 25 percent slopes	IV	I	II
Tate fine sandy loam, 15 to 25 percent slopes	IV	I	II
Tate gravelly loam, 8 to 15 percent slopes	II	I	I
Tate gravelly loam, 8 to 15 percent slopes, stony	II	I	II
Tate gravelly loam, 15 to 30 percent slopes, stony	IV	I	II
Tate loam, 2 to 6 percent slopes	I	I	I
Tate loam, 2 to 8 percent slopes	I	I	I
Tate loam, 6 to 10 percent slopes	II	I	I
Tate loam, 6 to 15 percent slopes	II	I	I
Tate loam, 8 to 15 percent slopes	II	I	I
Tate loam, 10 to 15 percent slopes	II	I	I
Tate loam, 15 to 25 percent slopes	IV	I	II
Tate loam, 15 to 30 percent slopes	IV	I	II
Tate-Cullowhee complex, 0 to 25 percent slopes	IV	I	II
Tate-French complex, 2 to 10 percent slopes	II	I	II
Tate-Greenlee complex, ALL	IV	I	IV
Thunder-Saunook complex, ALL	IV	II	IV
Toecane-Tusquitee complex, ALL	IV	II	III
Toxaway, ALL	IV	II	IV
Transylvania silt loam	I	II	II
Trimont gravelly loam, ALL	IV	I	IV
Tuckasegee-Cullasaja complex, 8 to 15 percent slopes, stony	IV	II	III
Tuckasegee-Cullasaja complex, 15 to 30 percent slopes, very stony	IV	II	IV
Tuckasegee-Cullasaja complex, 30 to 50 percent slopes, extremely stony	IV	II	IV
Tuckasegee-Whiteside complex, 2 to 8 percent slopes	I	II	I
Tuckasegee-Whiteside complex, 8 to 15 percent slopes	II	II	I
Tusquitee and Spivey stony soils, ALL	IV	I	IV
Tusquitee loam, 6 to 10 percent slopes	I	I	I
Tusquitee loam, 6 to 15 percent slopes	II	I	I
Tusquitee loam, 7 to 15 percent slopes	II	I	I
Tusquitee loam, 8 to 15 percent slopes	II	I	I
Tusquitee loam, 10 to 15 percent slopes	II	I	I
Tusquitee loam, 15 to 25 percent slopes	IV	I	II
Tusquitee stony loam, 25 to 45 percent slopes	IV	I	IV
Tusquitee stony loam, ALL OTHER	IV	I	III
Udifluvents, frequently flooded, ALL	IV	II	IV
Udorthents, loamy, ALL	IV	V	IV
Udorthents-Pits complex, mounded, 0 to 2 percent slopes, occasionally flooded	IV	V	IV
Udorthents-Urban land complex, ALL	IV	V	IV
Unaka-Porters complex, very rocky, ALL	IV	V	IV
Unaka-Rock outcrop complex, 50 to 95 percent slopes, very bouldery	IV	VI	IV
Unicoi-Rock outcrop complex, 30 to 95 percent slopes, extremely bouldery	IV	V	IV
Unison fine sandy loam, 2 to 8 percent slopes	I	I	I
Unison fine sandy loam, 8 to 15 percent slopes	II	I	I
Unison fine sandy loam, 15 to 25 percent slopes	IV	I	II
Unison loam, 2 to 8 percent slopes	I	I	I
Unison loam, 8 to 15 percent slopes	II	I	I
Unison loam, 15 to 30 percent slopes	IV	I	II
Urban land	IV	VI	II

Map Unit Name	Agri	For	Hort
Watauga loam, 6 to 10 percent slopes	III	I	II
Watauga loam, 6 to 15 percent slopes	III	I	II
Watauga loam, 8 to 15 percent slopes	III	I	II
Watauga loam, ALL OTHER	IV	I	III
Watauga sandy loam, 8 to 15 percent slopes, stony	III	I	II
Watauga sandy loam, 15 to 30 percent slopes, stony	IV	I	II
Watauga sandy loam, 30 to 50 percent slopes, stony	IV	I	III
Watauga stony loam, 15 to 45 percent slopes	IV	I	IV
Wayah loam, windswept, eroded, stony, ALL	IV	VI	IV
Wayah sandy loam, stony, ALL	IV	V	IV
Wayah sandy loam, windswept, stony, ALL	IV	VI	IV
Wayah-Burton complex, 15 to 30 percent slopes, bouldery	IV	V	IV
Wayah-Burton complex, 30 to 50 percent slopes, bouldery	IV	V	IV
Wayah-Burton complex, 50 to 95 percent slopes, very rocky	IV	V	IV
Wayah-Burton complex, windswept, ALL	IV	V	IV
Whiteoak cobbly loam, 8 to 15 percent slopes, stony	II	I	II
Whiteoak cobbly loam, 15 to 30 percent slopes, stony	IV	I	III
Whiteoak fine sandy loam, 2 to 8 percent slopes	I	I	I
Whiteoak fine sandy loam, 8 to 15 percent slopes, stony	II	I	II
Whiteoak fine sandy loam, 15 to 30 percent slopes, very stony	IV	I	III
Whiteside-Tuckasegee complex, 2 to 8 percent slopes	I	I	I

Map Unit Name	Agri	For	Hort
Alluvial land, wet	III	III	III
Alpin, ALL	IV	II	IV
Altavista. ALL	I	I	I
Altavista-Urban land complex, 0 to 3 percent slopes, rarely flooded	IV	I	IV
Augusta, ALL	I	I	I
Autryville loamy sand, ALL	III	II	III
Autryville, ALL OTHER	IV	II	IV
Autryville-Urban land complex, 0 to 6 percent slopes	IV	II	IV
Aycock very fine sandy loam, 2 to 6 percent slopes, eroded	II	II	II
Aycock, ALL OTHER	I	II	I
Ballahack fine sandy loam	I	I	I
Barclay very fine sandy loam	I	I	I
Bethera loam, 0 to 1 percent slopes	II	I	II
Bibb and Johnston soils, frequently flooded	IV	III	IV
Bibb, ALL	IV	III	IV
Blaney, ALL	IV	II	IV
Blanton, ALL	IV	V	IV
Bojac loamy fine sand, 0 to 3 percent slopes	III	II	III
Bonneau loamy fine sand, 0 to 4 percent slopes	II	II	II
Bonneau loamy sand, 0 to 4 percent slopes	II	II	II
Bonneau loamy sand, 0 to 6 percent slopes	II	II	II
Bonneau loamy sand, 6 to 12 percent slopes	III	II	III
Bonneau sand, 0 to 3 percent slopes	II	II	II
Butters fine sand, 0 to 2 percent slopes	II	II	II
Butters loamy sand, 0 to 2 percent slopes	II	II	II
Byars loam	II	I	II
Candor sand, 1 to 8 percent slopes	IV	V	IV
Candor sand, 8 to 15 percent slopes	IV	V	IV
Cape Fear loam	I	I	I
Caroline sandy loam, 0 to 2 percent slopes	II	II	II
Caroline sandy loam, 2 to 6 percent slopes	II	II	II
Centenary sand	IV	II	IV
Chastain and Bibb soils, 0 to 1 percent slopes, frequently flooded	IV	III	IV
Chastain silt loam, frequently flooded	IV	III	IV
Chewacla and Chastain soils, frequently flooded	IV	III	IV
Chewacla and Congaree loams, frequently flooded	III	III	III
Chewacla and Wehadkee soils, 0 to 1 percent slopes, frequently flooded	IV	III	IV
Chewacla loam	II	III	II
Chewacla loam, 0 to 1 percent slopes, occasionally flooded	II	III	II
Chewacla loam, frequently flooded	IV	III	IV
Chewacla silt loam	II	III	II
Chipley loamy sand (Pactolus)	IV	II	IV
Chipley sand, 0 to 2 percent slopes	IV	II	IV
Conetoe loamy sand, ALL	III	II	III
Congaree silt loam	I	III	I
Congaree silt loam, frequently flooded	I	III	I
Cowarts loamy sand, 2 to 6 percent slopes	II	I	II
Cowarts loamy sand, 6 to 10 percent slopes	III	I	III
Cowarts sandy loam, 6 to 12 percent slopes, eroded	IV	I	IV
Coxville loam	II	I	II
Coxville sandy loam	II	I	II
Craven fine sandy loam, 0 to 1 percent slopes	II	I	II

Map Unit Name	Agri	For	Hort
Craven fine sandy loam, 1 to 4 percent slopes	II	I	II
Craven fine sandy loam, 4 to 10 percent slopes	III	I	III
Craven loam, 1 to 4 percent slopes	II	I	II
Craven sandy clay loam, 1 to 4 percent slopes, eroded	II	I	II
Craven sandy loam, 2 to 6 percent slopes, eroded	II	I	II
Craven sandy loam, 2 to 6 percent slopes, eroded (Gritney)	II	I	II
Craven sandy loam, 6 to 10 percent slopes, eroded (Gritney)	III	I	III
Craven-Urban land complex, 0 to 4 percent slopes	IV	I	IV
Croatan muck	I	V	I
Deloss loam	I	III	I
Dogue, ALL	II	I	II
Dothan loamy sand, 2 to 6 percent slopes	II	I	II
Dothan, ALL OTHER	I	I	I
Dragston loamy sand	I	III	I
Dunbar, ALL	II	I	II
Duplin, ALL	II	I	II
Duplin-Urban land complex, 0 to 5 percent slopes	IV	I	IV
Dystrochrepts, steep	IV	II	IV
Emporia, ALL	II	II	II
Emporia-Urban land complex, 0 to 6 percent slopes	IV	II	IV
Emporia-Wedowee complex, 2 to 6 percent slopes	II	II	II
Eustis, ALL	IV	II	IV
Exum, ALL	I	II	I
Faceville fine sandy loam, ALL	II	II	II
Faceville loamy sand, 6 to 10 percent slopes, eroded	IV	II	IV
Faceville loamy sand, ALL OTHER	II	II	II
Faceville sandy loam, 0 to 2 percent slopes	II	II	II
Faceville sandy loam, 2 to 6 percent slopes	II	II	II
Faceville sandy loam, 2 to 6 percent slopes, eroded	III	II	III
Faceville sandy loam, 6 to 10 percent slopes, eroded	IV	II	IV
Faceville-Urban land complex, 0 to 6 percent slopes	IV	II	IV
Foreston loamy sand, ALL	II	II	II
Fuquay, ALL	IV	II	IV
Gilead loamy sand, 0 to 2 percent slopes	III	II	III
Gilead loamy sand, 10 to 15 percent slopes	IV	II	IV
Gilead loamy sand, 2 to 6 percent slopes	IV	II	IV
Gilead loamy sand, 2 to 6 percent slopes, eroded	III	II	III
Gilead loamy sand, 6 to 10 percent slopes	IV	II	IV
Gilead loamy sand, 6 to 10 percent slopes, eroded	IV	II	IV
Gilead sandy loam, 2 to 8 percent slopes	III	II	III
Gilead sandy loam, 8 to 15 percent slopes	IV	II	IV
Goldsboro, ALL	I	I	I
Goldsboro-Urban land complex, ALL	IV	I	IV
Grantham, ALL	I	I	I
Grantham-Urban land complex	IV	I	IV
Grifton-Meggett complex, occasionally flooded	IV	I	IV
Gritney fine sandy loam, 2 to 6 percent slopes	II	II	II
Gritney fine sandy loam, 2 to 7 percent slopes	II	II	II
Gritney fine sandy loam, 4 to 8 percent slopes	III	II	III
Gritney fine sandy loam, 5 to 12 percent slopes, eroded	IV	II	IV
Gritney fine sandy loam, 6 to 10 percent slopes	III	II	III
Gritney fine sandy loam, 7 to 15 percent slopes	IV	II	IV

Map Unit Name	Agri	For	Hort
Gritney fine sandy loam, 10 to 15 percent slopes	IV	II	IV
Gritney loamy fine sand, 2 to 7 percent slopes	II	II	II
Gritney sandy clay loam, ALL	III	II	III
Gritney sandy loam, 2 to 5 percent slopes, eroded	III	II	III
Gritney sandy loam, 2 to 6 percent slopes	II	II	II
Gritney sandy loam, 5 to 12 percent slopes, eroded	IV	II	IV
Gritney sandy loam, 6 to 10 percent slopes	III	II	III
Gritney-Urban land complex, 2 to 12 percent slopes	IV	II	IV
Hoffman loamy sand, 6 to 10 percent slopes, eroded (Gilead)	IV	II	IV
Hoffman loamy sand, 10 to 20 percent slopes (Gilead)	III	II	III
Johns, ALL	II	I	II
Johnston, ALL	IV	III	IV
Kalmia loamy sand, 0 to 2 percent slopes	II	II	II
Kalmia loamy sand, 0 to 3 percent slopes	II	II	II
Kalmia loamy sand, 2 to 6 percent slopes	II	II	II
Kalmia loamy sand, 10 to 15 percent slopes	III	II	III
Kalmia loamy sand, 15 to 25 percent slopes	IV	II	IV
Kenansville, ALL	III	II	III
Kinston, ALL	IV	III	IV
Kureb sand, 1 to 8 percent slopes	IV	V	IV
Lakeland, ALL	IV	V	IV
Leaf loam	III	I	III
Lenoir loam	III	I	III
Leon sand, ALL	IV	V	IV
Liddell very fine sandy loam	I	I	I
Lillington-Turbeville complex, 8 to 15 percent slopes	III	II	III
Lucy loamy sand	II	II	II
Lumbee, ALL	II	I	II
Lynchburg, ALL	I	I	I
Lynchburg-Urban land complex	IV	I	IV
Lynn Haven and Torhunta soils	II	II	II
Mantachie soils, local alluvium	II	III	II
Marlboro, ALL	II	II	II
Marlboro-Cecil complex, 2 to 8 percent slopes	II	II	II
Marvyn and Gritney soils. 6 to 15 percent slopes	IV	I	IV
Marvyn loamy sand, 6 to 12 percent slopes	IV	I	IV
Maxton loamy sand, 0 to 2 percent slopes	II	II	II
McColl loam	III	II	III
McQueen loam, 1 to 6 percent slopes	II	II	II
Meggett, ALL	IV	I	IV
Muckalee, ALL	IV	III	IV
Myatt very fine sandy loam	II	I	II
Nahunta, ALL	I	I	I
Nankin ,ALL	II	II	II
Nixonton very fine sandy loam	I	I	I
Norfolk and Faceville soils, 6 to 10 percent slopes	II	II	II
Norfolk loamy fine sand, ALL	I	II	I
Norfolk loamy sand, 0 to 2 percent slopes	I	II	I
Norfolk loamy sand, 2 to 6 percent slopes	I	II	I
Norfolk loamy sand, 2 to 6 percent slopes, eroded	II	II	II
Norfolk loamy sand, 6 to 10 percent slopes	II	II	II
Norfolk loamy sand, 6 to 10 percent slopes, eroded	III	II	III

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Map Unit Name	Agri	For	Hort
Norfolk sandy loam, 0 to 2 percent slopes	I	II	I
Norfolk sandy loam, 2 to 6 percent slopes	I	II	I
Norfolk sandy loam, 2 to 6 percent slopes, eroded	II	II	II
Norfolk sandy loam, 6 to 10 percent slopes	II	II	II
Norfolk, Georgeville, and Faceville soils, 2 to 8 percent slopes	II	II	II
Norfolk-Urban land complex, 0 to 3 percent slopes	IV	II	IV
Norfolk-Wedowee complex, 2 to 6 percent slopes	II	II	II
Ocilla, ALL	III	II	III
Okenee loam (Paxville)	II	III	II
Orangeburg loamy sand, eroded, ALL	II	II	II
Orangeburg loamy sand, ALL OTHER	I	II	I
Pactolus, ALL	IV	II	IV
Pamlico muck	III	V	III
Pantego, ALL	I	I	I
Paxville fine sandy loam	II	III	II
Paxville loam	II	III	II
Peawick, ALL	II	II	II
Pits-Tarboro complex	IV	VI	IV
Plummer and Osier soils	IV	I	IV
Plummer, ALL	IV	V	IV
Pocalla loamy sand, 0 to 3 percent slopes	III	II	III
Polawana loamy sand, frequently flooded	IV	III	IV
Ponzer muck, siliceous subsoil variant	I	V	I
Portsmouth, ALL	I	I	I
Rains, ALL	I	I	I
Rains-Toisnot complex, 0 to 2 percent slopes	IV	I	IV
Rains-Urban land complex, ALL	IV	I	IV
Rimini sand	IV	V	IV
Riverview loam, 0 to 1 percent slopes, occasionally flooded	I	III	I
Roanoke and Wahee loams	II	III	II
Roanoke, ALL	II	III	II
Roanoke-Urban land complex	IV	III	IV
Ruston loamy sand, ALL	III	II	III
Ruston sandy loam, 2 to 6 percent slopes, eroded	IV	II	IV
Rutlege loamy sand	IV	V	IV
Seabrook loamy sand, rarely flooded	IV	II	IV
Smoothed sandy land	IV	VI	IV
St. Lucie sand (Kureb)	IV	V	IV
Stallings, ALL	II	II	II
State, ALL	I	I	I
Swamp	IV	III	IV
Tarboro, ALL	IV	II	IV
Toisnot, ALL	IV	II	IV
Tomahawk sand	III	II	III
Tomotley, ALL	I	I	I
Torhunta and Lynn Haven soils	II	I	II
Torhunta, ALL	I	I	I
Trebloc loam	I	I	I
Troup sand	IV	II	IV
Turbeville fine sandy loam, 2 to 6 percent slopes	I	II	I
Turbeville gravelly sandy loam, 2 to 8 percent slopes	II	II	II
Turbeville loamy sand, 0 to 2 percent slopes	I	II	I

Map Unit Name	Agri	For	Hort
Turbeville loamy sand, 2 to 6 percent slopes	I	II	I
Turbeville sandy clay loam, 2 to 6 percent slopes, eroded	II	II	II
Turbeville sandy loam, 0 to 2 percent slopes	I	II	I
Turbeville sandy loam, 2 to 6 percent slopes	I	II	I
Turbeville sandy loam, 2 to 8 percent slopes	I	II	I
Turbeville sandy loam, 6 to 12 percent slopes	II	II	II
Turbeville-Urban land complex, 0 to 8 percent slopes	IV	II	IV
Uchee, ALL	III	V	III
Udorthents, loamy	IV	VI	IV
Urban land	IV	VI	IV
Varina, ALL	II	II	II
Vaucluse loamy sand, 10 to 15 percent slopes	IV	II	IV
Vaucluse loamy sand, 10 to 15 percent slopes, eroded	IV	II	IV
Vaucluse loamy sand, 2 to 6 percent slopes	III	II	III
Vaucluse loamy sand, 2 to 6 percent slopes, eroded	III	II	III
Vaucluse loamy sand, 6 to 10 percent slopes	III	II	III
Vaucluse loamy sand, 6 to 10 percent slopes, eroded	III	II	III
Wagram fine sand, 0 to 6 percent slopes	II	II	II
Wagram loamy sand, 0 to 2 percent slopes	II	II	II
Wagram loamy sand, 0 to 6 percent slopes	II	II	II
Wagram loamy sand, 2 to 6 percent slopes	II	II	II
Wagram loamy sand, 6 to 10 percent slopes	III	II	III
Wagram loamy sand, 10 to 15 percent slopes	III	II	III
Wagram sand, thick surface, 0 to 6 percent slopes	II	II	II
Wagram sand, thick surface, 6 to 10 percent slopes	III	II	III
Wagram sand, thick surface, 10 to 15 percent slopes	III	II	III
Wagram-Troup sands, 0 to 4 percent slopes	IV	II	IV
Wagram-Urban land complex, ALL	IV	II	IV
Wahee, ALL	I	I	I
Wakulla, ALL	IV	V	IV
Wehadkee and Chewacla loams	IV	III	IV
Wehadkee, ALL	IV	III	IV
Wehadkee-Chastain association, frequently flooded	IV	III	IV
Weston loamy sand	III	I	III
Wickham fine sandy loam, 6 to 15 percent slopes, rarely flooded	II	I	II
Wickham fine sandy loam, ALL OTHER	I	I	I
Wickham loamy sandy, ALL	I	I	I
Wickham sandy loam, 0 to 4 percent slopes	I	I	I
Wickham sandy loam, 2 to 6 percent slopes, eroded	II	I	II
Wickham-Urban land complex, 1 to 6 percent slopes	IV	I	IV
Wilbanks loam, frequently flooded	IV	III	IV
Wilbanks silt loam	IV	III	IV
Winton fine sandy loam, ALL	IV	I	IV
Woodington loamy sand	II	II	II

Map Unit Name	Agri	For	Hort
Ailey-Appling complex, 2 to 8 percent slopes	II	II	II
Ailey-Appling complex, 8 to 15 percent slopes, bouldery	IV	II	III
Alamance silt loam, gently sloping phase	II	II	II
Alamance variant gravelly loam, ALL	IV	II	II
Altavista fine sandy loam, 2 to 6 percent slopes, eroded	II	I	I
Altavista fine sandy loam, 7 to 10 percent slopes	II	I	I
Altavista fine sandy loam, 0 to 2 percent slopes occasionally flooded	I	I	II
Altavista fine sandy loam, ALL OTHER	I	I	I
Altavista fine sandy loam, clayey variant	I	I	I
Altavista loam, 0 to 3 percent slopes, rarely flooded	I	I	I
Altavista sandy loam, ALL	I	I	I
Altavista silt loam, ALL	I	I	I
Appling coarse sandy loam, eroded gently sloping phase	II	II	II
Appling coarse sandy loam, eroded sloping phase	II	II	II
Appling coarse sandy loam, ALL OTHER	II	II	I
Appling fine sandy loam, 2 to 6 percent slopes	II	II	I
Appling fine sandy loam, 2 to 6 percent slopes, eroded	II	II	II
Appling fine sandy loam, 2 to 7 percent slopes	II	II	I
Appling fine sandy loam, 2 to 7 percent slopes, eroded	II	II	II
Appling fine sandy loam, 6 to 10 percent slopes	II	II	I
Appling fine sandy loam, 6 to 10 percent slopes, eroded	II	II	II
Appling fine sandy loam, 7 to 10 percent slopes(Wedowee)	II	II	I
Appling fine sandy loam, 7 to 10 percent slopes, eroded (Wedowee)	II	II	II
Appling fine sandy loam, 10 to 14 percent slopes (Wedowee)	III	II	II
Appling fine sandy loam, 10 to 14 percent slopes, eroded (Wedowee)	III	II	II
Appling fine sandy loam, (Wedowee), ALL OTHER	IV	II	II
Appling gravelly sandy loam, 2 to 6 percent slopes	II	II	I
Appling gravelly sandy loam, 2 to 6 percent slopes, eroded	II	II	II
Appling gravelly sandy loam, 6 to 10 percent slopes	II	II	I
Appling gravelly sandy loam, 6 to 10 percent slopes, eroded	II	II	II
Appling loamy sand, 2 to 6 percent slopes	II	II	I
Appling sandy clay loam, 6 to 10 percent slopes, severely eroded	III	II	II
Appling sandy clay loam, 10 to 15 percent slopes, severely eroded	IV	II	II
Appling sandy clay loam, severely eroded sloping phase	III	II	III
Appling sandy loam, 1 to 6 percent slopes	II	II	I
Appling sandy loam, 2 to 6 percent slopes	II	II	I
Appling sandy loam, 2 to 6 percent slopes, eroded	II	II	II
Appling sandy loam, 2 to 8 percent slopes	II	II	I
Appling sandy loam, 6 to 10 percent slopes	II	II	I
Appling sandy loam, 6 to 10 percent slopes, eroded	II	II	II
Appling sandy loam, 6 to 12 percent slopes	II	II	II
Appling sandy loam, 8 to 15 percent slopes	II	II	II
Appling sandy loam, 10 to 15 percent slopes	III	II	II
Appling sandy loam, 10 to 15 percent slopes, eroded	III	II	II
Appling sandy loam, 10 to 25 percent slopes, eroded (Wedowee)	IV	II	II
Appling sandy loam, 15 to 25 percent slopes (Wedowee)	IV	II	II
Appling sandy loam, 15 to 25 percent slopes, eroded (Wedowee)	IV	II	II
Appling sandy loam, eroded gently sloping phase	II	II	II
Appling sandy loam, eroded sloping phase	II	II	II
Appling sandy loam, eroded strongly sloping phase	III	II	II
Appling sandy loam, gently sloping phase	II	II	I
Appling sandy loam, moderately steep phase (Wedowee)	III	II	II

Map Unit Name	Agri	For	Hort
Appling sandy loam, sloping phase	II	II	II
Appling sandy loam, strongly sloping phase	II	II	II
Appling-Marlboro complex, 1 to 6 percent slopes	II	II	II
Appling-Urban land complex, ALL	IV	II	IV
Armenia, ALL	IV	III	III
Ashlar-Rock outcrop complex, ALL	IV	V	IV
Augusta, ALL	III	I	II
Ayersville gravelly loam, ALL	IV	V	II
Badin channery loam, 8 to 15 percent slopes	III	II	II
Badin channery silt loam, 2 to 8 percent slopes	III	II	II
Badin channery silt loam, 8 to 15 percent slopes	III	II	II
Badin channery silt loam, ALL OTHER	IV	II	II
Badin channery silty clay loam, eroded, ALL	III	II	II
Badin silty clay loam, 2 to 8 percent slopes, moderately eroded	III	II	II
Badin silty clay loam, 8 to 15 percent slopes, moderately eroded	IV	II	II
Badin-Goldston complex, 2 to 8 percent slopes	III	II	II
Badin-Goldston complex, 8 to 15 percent slopes	IV	II	III
Badin-Goldston complex, 15 to 25 percent slopes	IV	II	IV
Badin-Nanford complex, 15 to 30 percent slopes	IV	II	IV
Badin-Tarrus complex, 2 to 8 percent slopes	II	II	I
Badin-Tarrus complex, 2 to 8 percent slopes, moderately eroded	III	II	I
Badin-Tarrus complex, 8 to 15 percent slopes	III	II	II
Badin-Tarrus complex, 8 to 15 percent slopes, moderately eroded	IV	II	II
Badin-Tarrus complex, 15 to 25 percent slopes	IV	II	II
Badin-Tarrus complex, 25 to 45 percent slopes	IV	II	IV
Badin-Urban land complex, ALL	IV	II	IV
Banister loam, 1 to 6 percent slopes, rarely flooded	II	I	I
Bethlehem gravelly sandy loam, 2 to 8 percent slopes	III	II	II
Bethlehem gravelly sandy loam, 8 to 15 percent slopes	IV	II	II
Bethlehem-Hibriten complex, 6 to 15 percent slopes	IV	II	III
Bethlehem-Urban land complex, 2 to 15 percent slopes	IV	II	IV
Buncombe, ALL	IV	III	IV
Callison-Lignum complex, 2 to 6 percent slopes	III	II	II
Callison-Misenheimer complex, 6 to 10 percent slopes	III	II	II
Carbonton-Brickhaven complex, ALL	IV	II	IV
Cartecay and Chewacla soils	II	III	III
Cecil clay loam, 2 to 6 percent slopes, eroded	III	II	II
Cecil clay loam, 2 to 6 percent slopes, severely eroded	III	II	II
Cecil clay loam, 2 to 7 percent slopes, severely eroded	III	II	II
Cecil clay loam, 2 to 8 percent slopes, eroded	III	II	II
Cecil clay loam, 6 to 10 percent slopes, eroded	III	II	II
Cecil clay loam, 6 to 10 percent slopes, severely eroded	IV	II	II
Cecil clay loam, ALL OTHER	IV	II	II
Cecil fine sandy loam, 2 to 6 percent slopes	II	II	I
Cecil fine sandy loam, 2 to 6 percent slopes, eroded	II	II	II
Cecil fine sandy loam, 2 to 7 percent slopes	II	II	I
Cecil fine sandy loam, 2 to 7 percent slopes, eroded	II	II	II
Cecil fine sandy loam, 2 to 8 percent slopes	II	II	I
Cecil fine sandy loam, 6 to 10 percent slopes	III	II	II
Cecil fine sandy loam, 6 to 10 percent slopes, eroded	III	II	II
Cecil fine sandy loam, 7 to 10 percent slopes (Pacolet)	III	II	II
Cecil fine sandy loam, 7 to 10 percent slopes, eroded (Pacolet)	III	II	II

Map Unit Name	Agri	For	Hort
Cecil fine sandy loam, 8 to 15 percent slopes	III	II	II
Cecil fine sandy loam, 10 to 14 percent slopes (Pacolet)	III	II	II
Cecil fine sandy loam, 10 to 14 percent slopes, eroded (Pacolet)	III	II	II
Cecil fine sandy loam, 10 to 15 percent slopes	III	II	II
Cecil fine sandy loam, 10 to 15 percent slopes (Pacolet)	III	II	II
Cecil fine sandy loam, 10 to 15 percent slopes, eroded (Pacolet)	III	II	II
Cecil fine sandy loam, 14 to 25 percent slopes (Pacolet)	IV	II	II
Cecil fine sandy loam, 14 to 25 percent slopes, eroded (Pacolet)	IV	II	II
Cecil fine sandy loam, 25 to 40 percent slopes (Pacolet)	IV	II	III
Cecil fine sandy loam, 25 to 40 percent slopes, eroded (Pacolet)	IV	II	III
Cecil fine sandy loam, eroded gently sloping phase	II	II	II
Cecil fine sandy loam, eroded sloping phase	II	II	II
Cecil fine sandy loam, eroded strongly sloping phase	III	II	II
Cecil fine sandy loam, gently sloping phase	II	II	I
Cecil fine sandy loam, moderately steep phase	III	II	II
Cecil fine sandy loam, sloping phase	III	II	II
Cecil fine sandy loam, strongly sloping phase	III	II	II
Cecil gravelly fine sandy loam, 2 to 6 percent slopes	II	II	I
Cecil gravelly fine sandy loam, 2 to 6 percent slopes, eroded	II	II	II
Cecil gravelly fine sandy loam, 2 to 7 percent slopes	II	II	I
Cecil gravelly fine sandy loam, 2 to 7 percent slopes, eroded	III	II	II
Cecil gravelly fine sandy loam, 6 to 10 percent slopes	III	II	II
Cecil gravelly fine sandy loam, 6 to 10 percent slopes, eroded	III	II	II
Cecil gravelly fine sandy loam, 7 to 10 percent slopes	III	II	II
Cecil gravelly fine sandy loam, 7 to 10 percent slopes, eroded (Pacolet)	III	II	II
Cecil gravelly fine sandy loam, 10 to 14 percent slopes (Pacolet)	III	II	II
Cecil gravelly fine sandy loam, 10 to 14 percent slopes, eroded (Pacolet)	III	II	II
Cecil gravelly fine sandy loam, 10 to 15 percent slopes	III	II	II
Cecil gravelly fine sandy loam, 10 to 15 percent, eroded (Pacolet)	III	II	II
Cecil gravelly fine sandy loam, ALL OTHER	IV	II	II
Cecil gravelly sandy clay loam, 2 to 8 percent slopes, eroded	III	II	II
Cecil gravelly sandy clay loam, 8 to 15 percent slopes, eroded	IV	II	II
Cecil gravelly sandy loam, 2 to 6 percent slopes	II	II	I
Cecil gravelly sandy loam, 2 to 6 percent slopes, eroded	II	II	I
Cecil gravelly sandy loam, 6 to 10 percent slopes	III	II	II
Cecil gravelly sandy loam, 6 to 10 percent slopes, eroded	III	II	II
Cecil gravelly sandy loam, 10 to 15 percent slopes	IV	II	IV
Cecil loam, 2 to 6 percent slopes	II	II	I
Cecil loam, ALL OTHER	III	II	II
Cecil sandy clay loam, 8 to 15 percent slopes, eroded	IV	II	II
Cecil sandy clay loam, 8 to 15 percent slopes, moderately eroded	IV	II	II
Cecil sandy clay loam, ALL OTHER	III	II	II
Cecil sandy loam, 2 to 6 percent slopes	II	II	I
Cecil sandy loam, 2 to 6 percent slopes, eroded	III	II	II
Cecil sandy loam, 2 to 8 percent slopes	II	II	I
Cecil sandy loam, 2 to 8 percent slopes, eroded	III	II	II
Cecil sandy loam, 6 to 10 percent slopes	III	II	I
Cecil sandy loam, 6 to 10 percent slopes, eroded	III	II	II
Cecil sandy loam, 8 to 15 percent slopes	III	II	II
Cecil sandy loam, 8 to 15 percent slopes, eroded	IV	II	II
Cecil sandy loam, 10 to 15 percent slopes	III	II	II
Cecil sandy loam, 10 to 15 percent slopes, eroded	III	II	II

Map Unit Name	Agri	For	Hort
Cecil sandy loam, 10 to 15 percent slopes, eroded (Pacolet)	III	II	II
Cecil sandy loam, 15 to 45 percent slopes (Pacolet)	IV	II	II
Cecil sandy loam, eroded gently sloping phase	III	II	II
Cecil sandy loam, eroded sloping phase	III	II	II
Cecil sandy loam, gently sloping phase	II	II	I
Cecil sandy loam, sloping phase	III	II	I
Cecil soils, (Pacolet), ALL	IV	II	II
Cecil stony fine sandy loam, (Uwharrie), ALL	IV	II	II
Cecil-Urban land complex, ALL	IV	II	IV
Chastain silty clay loam	IV	III	III
Chenneby silt loam, 0 to 2 percent slopes, frequently flooded	III	III	III
Chewacla and Chastain soils, 0 to 2 percent slopes, frequently flooded	IV	III	III
Chewacla and Wehadkee, ALL	IV	III	III
Chewacla silt loam, frequently flooded	III	III	III
Chewacla, ALL OTHER	II	III	III
Cid, ALL	III	II	II
Cid-Lignum complex, 1 to 6 percent slopes	II	II	II
Cid-Misenheimer complex, 0 to 4 percent slopes	III	II	II
Cid-Urban land complex, 1 to 5 percent slopes	IV	II	IV
Meadowfield-Fairview complex, 15 to 25 percent slopes	IV	IV	IV
Meadowfield-Rhodhiss complex, 25 to 60 percent slopes, very stony	IV	IV	IV
Meadowfield-Woolwine complex, 8 to 15 percent slopes	IV	IV	IV
Claycreek fine sandy loam, 0 to 2 percent slopes	III	I	II
Colfax sandy loam, ALL	III	II	II
Colvard sandy loam, 0 to 3 percent slopes, occasionally flooded	I	III	III
Colfax silt loam	III	II	II
Congaree, frequently flooded	II	III	III
Congaree, ALL OTHER	I	III	III
Coronaca clay loam, ALL	II	II	I
Coronaca-Urban land complex, 2 to 10 percent slopes	IV	II	IV
Creedmoor coarse sandy loam, ALL	III	I	II
Creedmoor fine sandy loam, 8 to 15 percent slopes	IV	I	II
Creedmoor fine sandy loam, ALL OTHER	III	I	II
Creedmoor loam, 2 to 8 percent slopes	III	I	II
Creedmoor sandy loam, 10 to 15 percent slopes	IV	I	II
Creedmoor sandy loam, 10 to 20 percent slopes	IV	I	II
Creedmoor sandy loam, ALL OTHER	III	I	II
Creedmoor silt loam, ALL	III	I	II
Cullen clay loam, ALL	II	II	II
Cullen-Wynott complex, 15 to 35 percent slopes	IV	II	III
Cut and fill land	IV	VI	IV
Davidson clay, severely eroded strongly sloping phase	III	I	II
Davidson sandy clay loam, 15 to 25 percent slopes	III	I	I
Davidson, ALL OTHER	II	I	I
Dillard fine sandy loam, 2 to 8 percent slopes, rarely flooded	I	III	I
Dogue, ALL	II	I	I
Dogue-Roanoke complex, 0 to 6 percent slopes, rarely flooded	II	I	III
Durham coarse sandy loam, gently sloping phase	II	I	I
Durham coarse sandy loam, sloping phase	III	I	I
Durham loamy sand, 6 to 10 percent slopes, eroded	III	I	I
Durham loamy sand, ALL OTHER	II	I	I
Durham sandy loam, eroded sloping phase	II	I	I

Map Unit Name	Agri	For	Hort
Durham sandy loam, ALL OTHER	III	I	I
Efland silt loam, eroded gently sloping phase (Badin)	II	II	II
Efland silt loam, eroded sloping phase (Badin)	III	II	II
Efland silt loam, gently sloping phase (Badin)	II	II	II
Efland silt loam, sloping phase (Badin)	II	II	II
Efland silt loam, strongly sloping phase (Badin)	III	II	II
Efland silty clay loam severely eroded strongly sloping phase (Badin)	III	II	II
Efland silty clay loam, severely eroded sloping phase (Badin)	III	II	II
Enon clay loam, 2 to 6 percent slopes, eroded	III	II	II
Enon clay loam, 6 to 10 percent slopes, eroded	III	II	II
Enon clay loam, 10 to 15 percent slopes, eroded	IV	II	II
Enon clay loam, severely eroded sloping phase	III	II	II
Enon clay loam, severely eroded strongly sloping phase	IV	II	II
Enon cobbly loam, 2 to 8 percent slopes	II	II	II
Enon cobbly loam, 8 to 15 percent slopes	III	II	II
Enon complex, gullied	IV	II	IV
Enon fine sandy loam, 2 to 15 percent slopes, very stony	IV	II	II
Enon fine sandy loam, 2 to 6 percent slopes	II	II	II
Enon fine sandy loam, 2 to 6 percent slopes, eroded	III	II	II
Enon fine sandy loam, 2 to 8 percent slopes	II	II	II
Enon fine sandy loam, 6 to 10 percent slopes	III	II	II
Enon fine sandy loam, 6 to 10 percent slopes, eroded	III	II	II
Enon fine sandy loam, 8 to 15 percent slopes	III	II	II
Enon fine sandy loam, 10 to 15 percent slopes	III	II	II
Enon fine sandy loam, 10 to 15 percent slopes, eroded	III	II	II
Enon fine sandy loam, eroded gently sloping phase	II	II	II
Enon fine sandy loam, eroded sloping phase	III	II	II
Enon fine sandy loam, gently sloping phase	II	II	II
Enon fine sandy loam, sloping phase	III	II	II
Enon gravelly loam, 2 to 8 percent slopes	II	II	II
Enon gravelly loam, 8 to 15 percent slopes	III	II	II
Enon loam, 2 to 6 percent slopes	II	II	II
Enon loam, 6 to 10 percent slopes	II	II	II
Enon loam, 6 to 12 percent slopes	III	II	II
Enon loam, eroded gently sloping phase	II	II	II
Enon loam, eroded sloping phase	III	II	II
Enon loam, eroded strongly sloping phase	III	II	II
Enon loam, gently sloping phase	II	II	II
Enon loam, sloping phase	III	II	II
Enon loam, strongly sloping phase	III	II	II
Enon sandy loam, 2 to 8 percent slopes	II	II	II
Enon sandy loam, 8 to 15 percent slopes	III	II	II
Enon very cobbly loam, very stony, ALL	IV	II	IV
Enon very stony loam, ALL	IV	II	IV
Enon-Mayodan complex, 15 to 35 percent slopes, very stony	IV	II	III
Enon-Urban land complex, ALL	IV	II	IV
Enon-Wynott complex, 2 to 8 percent slopes	II	II	II
Enon-Wynott complex, 4 to 15 percent slopes, very bouldery	IV	II	IV
Fairview sandy clay loam, 2 to 8 percent slopes, moderately eroded	II	II	II
Fairview sandy clay loam, 8 to 15 percent slopes, moderately eroded	III	II	II
Fairview sandy clay loam, 15 to 25 percent slopes, moderately eroded	IV	II	II
Fairview-Urban land complex, ALL	IV	II	IV

Map Unit Name	Agri	For	Hort
Fluvaquents-Udifluvents complex, 0 to 3 percent slopes, mounded, occasionally flooded	IV	VI	IV
Gaston clay loam, 2 to 8 percent slopes, eroded	II	II	II
Gaston clay loam, 8 to 15 percent slopes, eroded	III	II	II
Gaston loam, 15 to 25 percent slopes	III	II	II
Gaston sandy clay loam, 2 to 8 percent slopes, eroded	II	II	II
Gaston sandy clay loam, 8 to 15 percent slopes, eroded	III	II	II
Georgeville clay loam, 2 to 6 percent slopes, eroded	II	I	II
Georgeville clay loam, 2 to 8 percent slopes, eroded	II	I	II
Georgeville clay loam, 8 to 15 percent slopes, eroded	III	I	II
Georgeville gravelly loam, 2 to 6 percent slopes	II	I	I
Georgeville gravelly loam, 2 to 8 percent slopes, stony	III	I	II
Georgeville gravelly loam, 6 to 10 percent slopes	II	I	I
Georgeville gravelly loam, 10 to 25 percent slopes	IV	I	II
Georgeville gravelly silt loam, 2 to 8 percent slopes	II	I	I
Georgeville gravelly silt loam, 8 to 15 percent slopes	III	I	II
Georgeville loam, 2 to 6 percent slopes	II	I	I
Georgeville loam, 2 to 8 percent slopes	II	I	I
Georgeville loam, 6 to 10 percent slopes	II	I	I
Georgeville loam, 8 to 15 percent slopes	III	I	I
Georgeville loam, ALL OTHER	IV	I	II
Georgeville silt loam, 2 to 6 percent slopes	II	I	I
Georgeville silt loam, 2 to 6 percent slopes, eroded	III	I	II
Georgeville silt loam, 2 to 8 percent slopes	II	I	I
Georgeville silt loam, 2 to 10 percent slopes, eroded	III	I	II
Georgeville silt loam, 4 to 15 percent slopes, extremely stony	IV	I	IV
Georgeville silt loam, 6 to 10 percent slopes	II	I	I
Georgeville silt loam, 6 to 10 percent slopes, eroded	III	I	II
Georgeville silt loam, 8 to 15 percent slopes	III	I	I
Georgeville silt loam, 10 to 15 percent slopes	III	I	I
Georgeville silt loam, 10 to 15 percent slopes, eroded	III	I	II
Georgeville silt loam, 10 to 25 percent slopes	IV	I	II
Georgeville silt loam, 15 to 45 percent slopes, extremely bouldery	IV	I	IV
Georgeville silt loam, eroded gently sloping phase	II	I	II
Georgeville silt loam, eroded sloping phase	III	I	II
Georgeville silt loam, eroded strongly sloping phase	III	I	II
Georgeville silt loam, gently sloping phase	II	I	I
Georgeville silt loam, moderately steep phase	III	I	II
Georgeville silt loam, sloping phase	II	I	I
Georgeville silt loam, strongly sloping phase	III	I	I
Georgeville silty clay loam, 2 to 6 percent slopes, moderately eroded	II	I	II
Georgeville silty clay loam, 2 to 8 percent slopes	II	I	II
Georgeville silty clay loam, 2 to 8 percent slopes, eroded	II	I	II
Georgeville silty clay loam, 2 to 8 percent slopes, moderately eroded	II	I	II
Georgeville silty clay loam, 6 to 10 percent slopes, moderately eroded	III	I	II
Georgeville silty clay loam, 8 to 15 percent slopes, eroded	IV	I	II
Georgeville silty clay loam, 8 to 15 percent slopes, moderately eroded	IV	I	II
Georgeville silty clay loam, severely eroded gently sloping phase	III	I	II
Georgeville silty clay loam, severely eroded moderately steep phase	IV	I	III
Georgeville silty clay loam, severely eroded sloping phase	III	I	III
Georgeville silty clay loam, severely eroded strongly sloping phase	IV	I	III
Georgeville-Badin complex, ALL	IV	I	II
Georgeville-Montonia complex, very stony ALL	IV	I	III

Map Unit Name	Agri	For	Hort
Georgeville-Urban land complex, ALL	IV	I	IV
Goldston, ALL	IV	II	III
Goldston-Badin complex, ALL	IV	II	III
Granville gravelly sandy loam, 2 to 8 percent slopes	II	II	I
Granville sandy loam, 2 to 6 percent slopes	II	II	I
Granville sandy loam, 2 to 6 percent slopes, eroded	II	II	I
Granville sandy loam, 2 to 8 percent slopes	II	II	I
Granville sandy loam, 6 to 10 percent slopes	III	II	I
Granville sandy loam, 6 to 10 percent slopes, eroded	III	II	I
Granville sandy loam, 10 to 15 percent slopes	IV	II	I
Grover, ALL	IV	II	III
Gullied land, ALL	IV	VI	IV
Halewood stony sandy loam, (Edneyville), ALL	IV	III	II
Hatboro sandy loam, 0 to 2 percent slopes, frequently flooded	IV	III	IV
Hayesville and Cecil clay loams, 7 to 14 percent slopes, severely eroded (Cecil and Cecil)	II	II	II
Hayesville and Cecil clay loams, 7 to 14 percent slopes, severely eroded (Cecil and Cecil)	III	II	II
Hayesville and Cecil clay loams, 14 to 25 percent slopes, severely eroded (Pacolet and Pacolet)	IV	II	II
Hayesville and Cecil fine sandy loam, eroded, ALL	IV	II	II
Helena clay loam, severely eroded sloping phase	IV	II	II
Helena coarse sandy loam, sloping phase	IV	II	II
Helena coarse sandy loam, ALL OTHER	III	II	II
Helena fine sandy loam, 2 to 8 percent slopes	III	II	II
Helena sandy loam, 10 to 15 percent slopes	IV	II	II
Helena sandy loam, ALL OTHER	III	II	II
Helena-Sedgefield sandy loams, ALL	III	II	II
Helena-Urban land complex, ALL	IV	II	IV
Helena-Worsham complex, 1 to 6 percent slopes	IV	II	III
Herndon loam, 2 to 6 percent slopes	II	II	I
Herndon loam, 6 to 10 percent slopes	II	II	I
Herndon silt loam, 2 to 6 percent slopes	II	II	I
Herndon silt loam, 2 to 6 percent slopes, eroded	II	II	II
Herndon silt loam, 2 to 8 percent slopes	II	II	I
Herndon silt loam, 6 to 10 percent slopes	III	II	I
Herndon silt loam, 6 to 10 percent slopes, eroded	III	II	II
Herndon silt loam, 8 to 15 percent slopes	III	II	I
Herndon silt loam, 10 to 15 percent slopes, eroded	III	II	II
Herndon silt loam, 15 to 25 percent slopes	III	II	I
Herndon silt loam, eroded gently sloping phase	II	II	II
Herndon silt loam, eroded sloping phase	III	II	II
Herndon silt loam, eroded strongly sloping phase	III	II	II
Herndon silt loam, gently sloping phase	II	II	I
Herndon silt loam, moderately steep phase	III	II	I
Herndon silt loam, sloping phase	II	II	I
Herndon silt loam, strongly sloping phase	III	II	I
Herndon silty clay loam, ALL	IV	II	II
Herndon stony silt loam, 2 to 10 percent slopes	III	II	II
Hibriten very cobbly sandy loam, ALL	IV	V	III
Hiwassee clay loam, 8 to 15 percent slopes, eroded	III	II	II
Hiwassee clay loam, 8 to 15 percent slopes, moderately eroded	III	II	II
Hiwassee clay loam, 10 to 15 percent slopes, eroded	III	II	II

Map Unit Name	Agri	For	Hort
Hiwassee clay loam, 15 to 30 percent slopes, moderately eroded	IV	II	II
Hiwassee clay loam, ALL OTHER	II	II	II
Hiwassee gravelly loam, 2 to 8 percent slopes	II	II	I
Hiwassee gravelly loam, 8 to 15 percent slopes	II	II	II
Hiwassee loam, 2 to 6 percent slopes	II	II	I
Hiwassee loam, 2 to 6 percent slopes, eroded	II	II	II
Hiwassee loam, 2 to 7 percent slopes, eroded	II	II	II
Hiwassee loam, 2 to 8 percent slopes	II	II	I
Hiwassee loam, 6 to 10 percent slopes	II	II	I
Hiwassee loam, 6 to 10 percent slopes, eroded	II	II	II
Hiwassee loam, 8 to 15 percent slopes	II	II	I
Hiwassee loam, 10 to 15 percent slopes	II	II	I
Hiwassee loam, 10 to 15 percent slopes, eroded	III	II	II
Hiwassee loam, 15 to 25 percent slopes	IV	II	II
Hornsboro, ALL	I	I	I
Hulett, ALL	IV	II	II
Hulett-Saw complex, 4 to 15 percent slopes, very rocky	IV	II	III
Hulett-Urban Land complex, 2 to 8 percent slopes	IV	II	IV
Iotla sandy loam, 0 to 2 percent slopes, occasionally flooded	II	III	III
Iredell clay loam, 2 to 6 percent slopes	III	II	III
Iredell fine sandy loam, 10 to 14 percent slopes (Wilkes)	IV	II	III
Iredell fine sandy loam, 10 to 14 percent slopes, eroded (Wilkes)	IV	II	III
Iredell fine sandy loam, ALL OTHER	III	II	III
Iredell gravelly loam, 1 to 4 percent slopes	III	II	III
Iredell loam, ALL	III	II	III
Iredell sandy loam, ALL	III	II	III
Iredell very stony loam, gently sloping phase (Enon)	IV	II	IV
Iredell-Urban land complex, ALL	IV	II	IV
Iredell-Urban land-Picture complex, 0 to 10 percent slopes	IV	II	IV
Kirksey silt loam, ALL	II	II	II
Kirksey-Cid complex, 2 to 6 percent slopes	III	II	II
Leaksville silt loam, 0 to 4 percent slopes	III	III	III
Leaksville-Urban land complex, 0 to 4 percent slopes	IV	III	IV
Leveled clayey land	IV	VI	IV
Lignum gravelly silt loam, 2 to 8 percent slopes	II	III	II
Lignum loam, 2 to 6 percent slopes	II	III	II
Lignum silt loam, 7 to 12 percent slopes	III	III	II
Lignum silt loam, ALL OTHER	II	III	II
Lloyd clay loam, 2 to 6 percent slopes, severely eroded (Gaston)	II	II	II
Lloyd clay loam, 2 to 10 percent slopes, severely eroded (Pacolet)	II	II	II
Lloyd clay loam, 6 to 10 percent slopes, severely eroded (Gaston)	II	II	II
Lloyd clay loam, 10 to 14 percent slopes, severely eroded (Pacolet)	III	II	III
Lloyd clay loam, 10 to 15 percent slopes, severely eroded (Gaston)	III	II	III
Lloyd clay loam, 14 to 25 percent slopes, severely eroded (Pacolet)	IV	II	IV
Lloyd clay loam, 15 to 25 percent slopes, severely eroded (Gaston)	IV	II	IV
Lloyd clay loam, severely eroded gently sloping phase (Gaston)	II	II	II
Lloyd clay loam, severely eroded sloping phase (Gaston)	II	II	II
Lloyd clay loam, severely eroded strongly sloping phase (Gaston)	III	II	III
Lloyd clay loam, severely eroded, moderately steep phase (Cecil)	IV	II	III
Lloyd fine sandy loam, 2 to 6 percent slopes (Cecil)	II	II	II
Lloyd fine sandy loam, 2 to 6 percent slopes, eroded (Cecil)	II	II	II
Lloyd fine sandy loam, 6 to 10 percent slopes (Cecil)	III	II	II

Map Unit Name	Agri	For	Hort
Lloyd fine sandy loam, 6 to 10 percent slopes, eroded (Cecil)	III	II	II
Lloyd fine sandy loam, 10 to 15 percent slopes (Pacolet)	II	II	II
Lloyd fine sandy loam, 10 to 15 percent slopes, eroded (Pacolet)	III	II	II
Lloyd fine sandy loam, 15 to 25 percent slopes (Pacolet)	IV	II	II
Lloyd fine sandy loam, 15 to 25 percent slopes, eroded (Pacolet)	IV	II	III
Lloyd loam, 2 to 6 percent slopes (Gaston)	II	II	I
Lloyd loam, 2 to 6 percent slopes, eroded (Davidson)	II	II	II
Lloyd loam, 2 to 6 percent slopes, eroded (Gaston)	II	II	I
Lloyd loam, 2 to 7 percent slopes (Pacolet)	II	II	I
Lloyd loam, 2 to 7 percent slopes, eroded (Pacolet)	II	II	II
Lloyd loam, 6 to 10 percent slopes (Cecil)	III	II	II
Lloyd loam, 6 to 10 percent slopes, eroded (Cecil)	III	II	II
Lloyd loam, 6 to 10 percent slopes, eroded (Davidson)	II	II	II
Lloyd loam, 7 to 10 percent slopes (Pacolet)	III	II	II
Lloyd loam, 7 to 10 percent slopes, eroded (Pacolet)	III	II	II
Lloyd loam, 10 to 14 percent slopes (Pacolet)	IV	II	II
Lloyd loam, 10 to 14 percent slopes, eroded (Pacolet)	IV	II	III
Lloyd loam, 10 to 15 percent slopes (Cecil)	IV	II	II
Lloyd loam, 10 to 15 percent slopes, eroded (Davidson)	II	II	III
Lloyd loam, 10 to 15 percent slopes, eroded (Pacolet)	III	II	III
Lloyd loam, 14 to 25 percent slopes (Pacolet)	IV	II	II
Lloyd loam, 14 to 25 percent slopes, eroded (Pacolet)	IV	II	III
Lloyd loam, 15 to 25 percent slopes (Pacolet)	IV	II	II
Lloyd loam, 15 to 25 percent slopes, eroded (Pacolet)	IV	II	III
Lloyd loam, 25 to 40 percent slopes (Pacolet)	IV	II	IV
Lloyd loam, eroded gently sloping phase (Gaston)	III	II	II
Lloyd loam, eroded sloping phase (Cecil)	III	II	II
Lloyd loam, eroded strongly sloping phase (Cecil)	IV	II	II
Lloyd loam, gently sloping phase (Gaston)	II	II	I
Lloyd loam, level phase (Gaston)	II	II	I
Lloyd loam, moderately steep phase (Cecil)	II	II	II
Lloyd loam, sloping phase (Cecil)	II	II	II
Lloyd loam, strongly sloping phase (Cecil)	IV	II	II
Local alluvial land, ALL	IV	III	III
Louisa fine sandy loam, 25 to 45 percent slopes	IV	II	III
Louisa sandy loam, 25 to 45 percent slopes	IV	II	III
Louisburg and Louisa soils, 25 to 55 percent slopes	IV	II	II
Louisburg and Louisa soils, ALL OTHER	IV	II	III
Louisburg coarse sandy loam, ALL	IV	II	II
Louisburg loamy coarse sand, ALL	IV	II	IV
Louisburg loamy sand, 2 to 6 percent slopes	III	II	II
Louisburg loamy sand, 6 to 10 percent slopes	III	II	II
Louisburg loamy sand, 6 to 15 percent slopes	IV	II	II
Louisburg loamy sand, 10 to 15 percent slopes	IV	II	II
Louisburg loamy sand, 15 to 45 percent slopes	IV	II	III
Louisburg sandy loam, ALL	IV	II	II
Louisburg-Wedowee complex, 15 to 25 percent slopes	IV	II	II
Louisburg-Wedowee complex, ALL OTHER	III	II	II
Made land	IV	VI	IV
Madison clay loam, 2 to 6 percent slopes, eroded	III	II	II
Madison clay loam, 6 to 10 percent slopes, eroded	III	II	II
Madison clay loam, eroded, ALL OTHER	IV	II	II

Map Unit Name	Agri	For	Hort
Madison complex, gullied	IV	II	IV
Madison fine sandy loam, 2 to 6 percent slopes	II	II	II
Madison fine sandy loam, 2 to 7 percent slopes	II	II	II
Madison fine sandy loam, 2 to 7 percent slopes, eroded	II	II	II
Madison fine sandy loam, 6 to 10 percent slopes	III	II	II
Madison fine sandy loam, 7 to 10 percent slopes	III	II	II
Madison fine sandy loam, 7 to 10 percent slopes, eroded	III	II	II
Madison fine sandy loam, 10 to 14 percent slopes	III	II	II
Madison fine sandy loam, 10 to 14 percent slopes, eroded	IV	II	II
Madison fine sandy loam, 10 to 15 percent slopes	III	II	II
Madison fine sandy loam, 14 to 25 percent slopes	IV	II	II
Madison fine sandy loam, 15 to 45 percent slopes	IV	II	II
Madison gravelly fine sandy loam, 2 to 6 percent slopes	II	II	II
Madison gravelly fine sandy loam, 2 to 6 percent slopes, eroded	II	II	II
Madison gravelly fine sandy loam, 6 to 10 percent slopes	III	II	II
Madison gravelly fine sandy loam, 6 to 10 percent slopes, eroded	III	II	II
Madison gravelly fine sandy loam, 7 to 10 percent slopes	III	II	II
Madison gravelly fine sandy loam, 10 to 14 percent slopes	III	II	II
Madison gravelly fine sandy loam, 10 to 15 percent slopes	III	II	II
Madison gravelly fine sandy loam, ALL OTHER	IV	II	II
Madison gravelly sandy clay loam, 2 to 8 percent slopes, moderately eroded	III	II	II
Madison gravelly sandy clay loam, 8 to 15 percent slopes, moderately eroded	IV	II	II
Madison gravelly sandy loam, 10 to 25 percent slopes, eroded	IV	II	II
Madison gravelly sandy loam, ALL OTHER	III	II	II
Madison sandy clay loam, 2 to 8 percent slopes, eroded	III	II	II
Madison sandy clay loam, 8 to 15 percent slopes, eroded	IV	II	II
Madison sandy clay loam, 15 to 25 percent slopes, eroded	IV	II	II
Madison sandy loam, 2 to 6 percent slopes	II	II	II
Madison sandy loam, 2 to 6 percent slopes, eroded	II	II	II
Madison sandy loam, 6 to 10 percent slopes	II	II	II
Madison sandy loam, 6 to 10 percent slopes, eroded	III	II	II
Madison sandy loam, 8 to 15 percent slopes	III	II	II
Madison sandy loam, 10 to 15 percent slopes	III	II	II
Madison sandy loam, ALL OTHER	IV	II	II
Madison-Bethlehem complex, 2 to 8 percent slopes, stony, moderately eroded	III	II	II
Madison-Bethlehem complex, 8 to 15 percent slopes, very stony, moderately eroded	IV	II	III
Madison-Bethlehem-Urban Land complex, 2 to 8 percent slopes	IV	II	IV
Madison-Udorthents complex, 2 to 15 percent slopes, gullied	IV	II	IV
Madison-Urban land complex, 2 to 10 percent slopes	IV	II	IV
Mantachie soils	III	III	II
Masada fine sandy loam, ALL	I	II	I
Masada gravelly sandy clay loam, eroded, ALL	II	II	I
Masada loam, 2 to 8 percent slopes	I	II	I
Masada loam, 8 to 15 percent slopes	II	II	I
Masada sandy clay loam, eroded ALL	II	II	I
Masada sandy loam, 2 to 8 percent slopes	I	II	I
Masada sandy loam, 8 to 15 percent slopes	II	II	I
Masada sandy loam, 15 to 25 percent slopes	IV	II	II
Masada-Urban land complex, 2 to 15 percent slopes	IV	II	IV
Mayodan fine sandy loam, 2 to 6 percent slopes	II	I	I
Mayodan fine sandy loam, 2 to 6 percent slopes, eroded	II	I	I
Mayodan fine sandy loam, 2 to 7 percent slopes	II	I	I

Map Unit Name	Agri	For	Hort
Mayodan fine sandy loam, 2 to 8 percent slopes	II	I	I
Mayodan fine sandy loam, 6 to 10 percent slopes	III	I	I
Mayodan fine sandy loam, 7 to 10 percent slopes	III	I	I
Mayodan fine sandy loam, 7 to 10 percent slopes, eroded	III	I	I
Mayodan fine sandy loam, 8 to 15 percent slopes	III	I	I
Mayodan fine sandy loam, 10 to 14 percent slopes	III	I	I
Mayodan fine sandy loam, 10 to 14 percent slopes, eroded	III	I	II
Mayodan fine sandy loam, ALL OTHER	IV	I	II
Mayodan gravelly sandy loam, 2 to 6 percent slopes	II	I	I
Mayodan gravelly sandy loam, 2 to 6 percent slopes, eroded	II	I	I
Mayodan gravelly sandy loam, 2 to 8 percent slopes	II	I	I
Mayodan gravelly sandy loam, 6 to 10 percent slopes	III	I	I
Mayodan gravelly sandy loam, 6 to 10 percent slopes, eroded	IV	I	I
Mayodan gravelly sandy loam, 8 to 15 percent slopes	III	I	II
Mayodan gravelly sandy loam, 10 to 15 percent slopes	III	I	II
Mayodan gravelly sandy loam, 15 to 25 percent slopes	IV	I	II
Mayodan sandy clay loam, 2 to 8 percent slopes, eroded	II	I	II
Mayodan sandy clay loam, 8 to 15 percent slopes, eroded	III	I	II
Mayodan sandy clay loam, 15 to 25 percent slopes, eroded	IV	I	II
Mayodan sandy loam, 2 to 6 percent slopes	II	I	I
Mayodan sandy loam, 2 to 6 percent slopes, eroded	II	I	I
Mayodan sandy loam, 2 to 8 percent slopes	II	I	I
Mayodan sandy loam, 6 to 10 percent slopes	III	I	I
Mayodan sandy loam, 6 to 10 percent slopes, eroded	III	I	I
Mayodan sandy loam, 8 to 15 percent slopes	III	I	II
Mayodan sandy loam, 10 to 15 percent slopes	III	I	II
Mayodan sandy loam, 10 to 15 percent slopes, eroded	IV	I	II
Mayodan sandy loam, 15 to 25 percent slopes	IV	I	II
Mayodan sandy loam, 15 to 25 percent slopes, stony	IV	I	IV
Mayodan silt loam, 2 to 8 percent slopes	II	I	I
Mayodan silt loam, 8 to 15 percent slopes	III	I	II
Mayodan silt loam, 15 to 25 percent slopes	IV	I	II
Mayodan silt loam, 25 to 45 percent slopes	IV	I	III
Mayodan silt loam, thin, ALL	III	I	II
Mayodan silty clay loam, 2 to 8 percent slopes, eroded	III	I	II
Mayodan silty clay loam, 8 to 15 percent slopes, eroded	IV	I	II
Mayodan-Brickhaven complex, 15 to 30 percent slopes	IV	I	III
Mayodan-Exway complex, eroded, ALL	III	I	II
Mayodan-Pinkston complex, 25 to 45 percent slopes	IV	I	III
Mayodan-Urban land complex, ALL	IV	I	IV
McQueen loam, 1 to 6 percent slopes	II	II	II
Mecklenburg clay loam, 2 to 8 percent slopes, eroded	II	II	II
Mecklenburg clay loam, 2 to 8 percent slopes, moderately eroded	II	II	II
Mecklenburg clay loam, 6 to 15 percent slopes, severely eroded	IV	II	II
Mecklenburg clay loam, 8 to 15 percent slopes, eroded	III	II	II
Mecklenburg clay loam, 8 to 15 percent slopes, moderately eroded	III	II	II
Mecklenburg clay loam, severely eroded sloping phase	IV	II	II
Mecklenburg fine sandy loam, 2 to 6 percent slopes	II	II	I
Mecklenburg fine sandy loam, 2 to 8 percent slopes	II	II	II
Mecklenburg fine sandy loam, 8 to 15 percent slopes	III	II	II
Mecklenburg loam, 2 to 6 percent slopes	II	II	I
Mecklenburg loam, 2 to 6 percent slopes, eroded	II	II	II

Map Unit Name	Agri	For	Hort
Mecklenburg loam, 2 to 7 percent slopes, eroded	II	II	II
Mecklenburg loam, 2 to 8 percent slopes	II	II	I
Mecklenburg loam, 6 to 10 percent slopes	II	II	II
Mecklenburg loam, 6 to 10 percent slopes, eroded	II	II	II
Mecklenburg loam, 7 to 14 percent slopes, eroded	III	II	II
Mecklenburg loam, 8 to 15 percent slopes	III	II	II
Mecklenburg loam, 10 to 15 percent slopes, eroded	III	II	II
Mecklenburg loam, ALL OTHER	IV	II	II
Mecklenburg loam, dark surface variant, 2 to 6 percent slopes	II	II	I
Mecklenburg loam, dark surface variant, 6 to 10 percent slopes	II	II	II
Mecklenburg loam, dark surface variant, 10 to 15 percent slopes	III	II	II
Mecklenburg loam, eroded gently sloping phase	II	II	II
Mecklenburg loam, eroded sloping phase	II	II	II
Mecklenburg loam, eroded strongly sloping phase	III	II	II
Mecklenburg sandy clay loam, eroded, ALL	III	II	II
Mecklenburg-Urban land complex, ALL	IV	II	IV
Miscellaneous water	IV	VI	IV
Misenheimer channery silt loam, 0 to 4 percent slopes	IV	V	III
Misenheimer-Callison complex, 0 to 3 percent slopes	IV	V	III
Misenheimer-Cid complex, 0 to 3 percent slopes	IV	V	III
Misenheimer-Kirksey complex, 0 to 5 percent slopes	IV	V	III
Mixed alluvial land, ALL	IV	III	III
Mocksville sandy loam, 2 to 8 percent slopes	II	II	II
Mocksville sandy loam, 8 to 15 percent slopes	III	II	II
Mocksville sandy loam, 15 to 45 percent slopes	IV	II	III
Moderately gullied land, ALL	IV	VI	IV
Monacan and Arents soils	I	III	IV
Monacan loam	I	III	III
Montonia very channery silt loam, 25 to 60 percent slopes, very stony	IV	V	IV
Mooshaunee-Hallison complex, 2 to 8 percent slopes	III	II	II
Mooshaunee-Hallison complex, 8 to 15 percent slopes	IV	II	III
Mooshaunee-Hallison complex, 15 to 25 percent slopes	IV	II	IV
Mooshaunee-Hallison complex, ALL OTHER	IV	II	IV
Nanford gravelly fine sandy loam, 8 to 15 percent slopes	III	II	II
Nanford silt loam, 2 to 6 percent slopes	II	II	I
Nanford silt loam, 2 to 8 percent slopes	II	II	I
Nanford silt loam, 8 to 15 percent slopes	III	II	II
Nanford silty clay loam, 2 to 6 percent slopes, moderately eroded	III	II	II
Nanford-Badin complex, 6 to 10 percent slopes	III	II	II
Nanford-Badin complex, 10 to 15 percent slopes	IV	II	II
Nanford-Emporia complex, 2 to 8 percent slopes	II	II	I
Nason gravelly loam, 2 to 6 percent slopes	III	II	I
Nason gravelly loam, 6 to 10 percent slopes	III	II	II
Nason gravelly loam, 10 to 25 percent slopes	IV	II	II
Nason gravelly loam, 25 to 50 percent slopes	IV	II	III
Nason gravelly silt loam, 2 to 8 percent slopes	II	II	I
Nason gravelly silt loam, 8 to 15 percent slopes	III	II	II
Nason loam, 2 to 6 percent slopes	II	II	I
Nason loam, 6 to 10 percent slopes	III	II	I
Nason silt loam, 2 to 6 percent slopes	II	II	I
Nason silt loam, 2 to 8 percent slopes	II	II	I
Nason silt loam, 6 to 12 percent slopes	III	II	I

Map Unit Name	Agri	For	Hort
Nason silt loam, 8 to 15 percent slopes	III	II	I
Nason silt loam, 10 to 15 percent slopes	III	II	I
Nason silt loam, 15 to 25 percent slopes	IV	II	II
Nason stony silt loam, 10 to 15 percent slopes (Uwharrie)	IV	II	IV
Oakboro silt loam, ALL	III	III	III
Orange gravelly loam, 2 to 7 percent slopes	II	II	II
Orange loam, 0 to 2 percent slopes	II	II	II
Orange silt loam, 0 to 3 percent slopes	II	II	II
Orange silt loam, eroded gently sloping moderately well drained variant	III	II	II
Orange silt loam, eroded gently sloping phase	III	II	II
Orange silt loam, eroded sloping moderately well drained variant	III	II	II
Orange silt loam, gently sloping moderately well drained variant	III	II	II
Orange silt loam, gently sloping phase	II	II	II
Orange silt loam, nearly level phase	II	II	II
Orange silt loam, sloping moderately well drained variant	III	II	II
Pacolet clay loam, 2 to 6 percent slopes, eroded	II	II	II
Pacolet clay loam, 2 to 8 percent slopes, moderately eroded	II	II	II
Pacolet clay loam, 6 to 10 percent slopes, eroded	III	II	II
Pacolet clay loam, 6 to 10 percent slopes, severely eroded	III	II	II
Pacolet clay loam, 8 to 15 percent slopes, moderately eroded	III	II	II
Pacolet clay loam, 10 to 15 percent slopes, eroded	III	II	II
Pacolet clay loam, 15 to 45 percent slopes, eroded	IV	II	II
Pacolet complex, 10 to 25 percent slopes, severely eroded	IV	II	III
Pacolet fine sandy loam, 2 to 6 percent slopes	II	II	I
Pacolet fine sandy loam, 6 to 10 percent slopes	III	II	I
Pacolet fine sandy loam, 8 to 15 percent slopes	III	II	II
Pacolet fine sandy loam, 10 to 15 percent slopes	III	II	II
Pacolet fine sandy loam, ALL OTHER	IV	II	II
Pacolet gravelly fine sandy loam, 2 to 6 percent slopes	II	II	I
Pacolet gravelly fine sandy loam, 6 to 10 percent slopes	III	II	II
Pacolet gravelly fine sandy loam, 8 to 15 percent slopes	III	II	II
Pacolet gravelly fine sandy loam, 15 to 25 percent slopes	IV	II	II
Pacolet gravelly sandy clay loam, 15 to 30 percent slopes, eroded	IV	II	II
Pacolet gravelly sandy loam, 2 to 8 percent slopes	II	II	I
Pacolet gravelly sandy loam, 8 to 15 percent slopes	III	II	II
Pacolet gravelly sandy loam, ALL OTHER	IV	II	II
Pacolet loam, 10 to 15 percent slopes	III	II	II
Pacolet loam, 15 to 25 percent slopes	IV	II	II
Pacolet sandy clay loam, 2 to 6 percent slopes, eroded	II	II	II
Pacolet sandy clay loam, 2 to 6 percent slopes, moderately eroded	II	II	II
Pacolet sandy clay loam, 2 to 8 percent slopes, eroded	II	II	II
Pacolet sandy clay loam, 6 to 10 percent slopes, moderately eroded	III	II	II
Pacolet sandy clay loam, 8 to 15 percent slopes, eroded	III	II	II
Pacolet sandy clay loam, 8 to 15 percent slopes, moderately eroded	III	II	II
Pacolet sandy clay loam, 10 to 15 percent slopes, moderately eroded	III	II	II
Pacolet sandy clay loam, ALL OTHER	IV	II	II
Pacolet sandy loam, 2 to 6 percent slopes	II	II	I
Pacolet sandy loam, 2 to 8 percent slopes	II	II	I
Pacolet sandy loam, 6 to 10 percent slopes	III	II	II
Pacolet sandy loam, 8 to 15 percent slopes	III	II	II
Pacolet sandy loam, 10 to 15 percent slopes	III	II	II
Pacolet sandy loam, ALL OTHER	IV	II	II

Map Unit Name	Agri	For	Hort
Pacolet soils, 10 to 25 percent slopes	IV	II	III
Pacolet-Bethlehem complex, 2 to 8 percent slopes, eroded	III	II	II
Pacolet-Bethlehem complex, 2 to 8 percent slopes, moderately eroded	III	II	II
Pacolet-Bethlehem complex, ALL OTHER	IV	II	II
Pacolet-Bethlehem complex, 15 to 25 percent slopes, stony	IV	II	III
Pacolet-Bethlehem-Urban Land complex, ALL	IV	II	IV
Pacolet-Madison-Urban land complex, ALL	IV	II	IV
Pacolet-Saw complex, 2 to 8 percent slopes, eroded	III	II	II
Pacolet-Saw complex, 2 to 8 percent slopes, moderately eroded	III	II	II
Pacolet-Saw complex, ALL OTHER	IV	II	II
Pacolet-Udorthents complex, gullied, ALL	IV	II	IV
Pacolet-Urban land complex, ALL	IV	II	IV
Pacolet-Wilkes complex, 8 to 15 percent slopes	III	II	II
Pacolet-Wilkes complex, 15 to 25 percent slopes	IV	II	II
Picture loam, 0 to 3 percent slopes	IV	II	III
Pinkston, ALL	IV	II	III
Pinoka, ALL	IV	II	III
Pinoka-Carbonton complex, 2 to 8 percent slopes	IV	II	III
Pits, ALL	IV	VI	IV
Poindexter and Zion sandy loams, 2 to 8 percent slopes	III	II	II
Poindexter and Zion sandy loams, 8 to 15 percent slopes	IV	II	II
Poindexter and Zion sandy loams, ALL OTHER	IV	II	III
Poindexter fine sandy loam, 25 to 60 percent slopes	IV	II	III
Poindexter loam, 2 to 8 percent slopes	III	II	II
Poindexter loam, 8 to 15 percent slopes	IV	II	II
Poindexter loam, 15 to 45 percent slopes	IV	II	III
Poindexter-Mocksville complex, 2 to 8 percent slopes	IV	II	II
Poindexter-Mocksville complex, 8 to 15 percent slopes	IV	II	II
Poindexter-Mocksville complex, ALL OTHER	IV	II	III
Poindexter-Zion-Urban land complex, 2 to 15 percent slopes	IV	II	IV
Polkton-White Store complex, 2 to 8 percent slopes, severely eroded	III	II	III
Polkton-White Store complex, ALL OTHER	IV	II	III
Quarry, ALL	IV	VI	IV
Rhodhiss, ALL	IV	II	II
Rhodhiss-Bannertown complex, 25 to 50 percent slopes	IV	II	III
Rion fine sandy loam, 2 to 8 percent slopes	III	II	II
Rion fine sandy loam, 8 to 15 percent slopes	IV	II	II
Rion fine sandy loam, 15 to 25 percent slopes	IV	II	II
Rion fine sandy loam, 25 to 60 percent slopes	IV	II	III
Rion loamy sand, 8 to 15 percent slopes	IV	II	II
Rion loamy sand, 15 to 25 percent slopes	IV	II	III
Rion sandy loam, 2 to 8 percent slopes	III	II	II
Rion sandy loam, 8 to 15 percent slopes	III	II	II
Rion sandy loam, 15 to 25 percent slopes	IV	II	II
Rion sandy loam, 15 to 30 percent slopes	IV	II	II
Rion sandy loam, ALL OTHER	IV	II	III
Rion, Pacolet, and Wateree soils, 25 to 60 percent slopes	IV	II	IV
Rion-Ashlar complex, 15 to 35 percent slopes, stony	IV	II	III
Rion-Ashlar complex, 25 to 60 percent slopes, rocky	IV	II	IV
Rion-Ashlar-Rock outcrop complex, 45 to 70 percent slopes	IV	II	IV
Rion-Cliffside complex, 25 to 60 percent slopes, very stony	IV	II	IV
Rion-Hibriten complex, 25 to 45 percent slopes, very stony	IV	II	IV

Map Unit Name	Agri	For	Hort
Rion-Urban land complex, 2 to 10 percent slopes	IV	II	IV
Rion-Wateree-Wedowee complex, 8 to 15 percent slopes	IV	II	III
Rion-Wedowee complex, ALL	III	II	II
Rion-Wedowee-Ashlar complex, ALL	IV	II	III
Riverview and Buncombe soils, 0 to 3 percent slopes, frequently flooded	II	III	III
Riverview and Toccoa soils, 0 to 4 percent slopes, occasionally flooded	II	III	III
Riverview, frequently flooded, ALL	II	III	III
Riverview, occasionally flooded, ALL	I	III	III
Roanoke, ALL	II	III	III
Roanoke-Wahee complex, 0 to 3 percent slopes, occasionally flooded	II	III	III
Rock outcrop	IV	VI	IV
Rock outcrop-Ashlar complex, 2 to 15 percent slopes	IV	VI	IV
Rock outcrop-Wake complex, ALL	IV	VI	IV
Sauratown channery fine sandy loam, 25 to 60 percent slopes, very stony	IV	IV	IV
Saw-Pacolet complex, ALL	IV	II	II
Saw-Wake Complex, very rocky, ALL	IV	II	IV
Secrest-Cid complex, 0 to 3 percent slopes	III	II	II
Sedgefield fine sandy loam, 1 to 4 percent slopes	II	II	II
Sedgefield fine sandy loam, 1 to 6 percent slopes	III	II	II
Sedgefield sandy loam, 1 to 6 percent slopes	III	II	II
Sedgefield sandy loam, 2 to 8 percent slopes	III	II	II
Severely gullied land, ALL	IV	VI	IV
Shellbluff loam, 0 to 2 percent slopes, occasionally flooded	II	III	III
Shellbluff silt loam, 0 to 2 percent slopes, frequently flooded	IV	III	III
Skyuka clay loam, 2 to 8 percent slopes, eroded	II	I	II
Skyuka loam, 2 to 8 percent slopes	I	I	II
Spray loam, 0 to 5 percent slopes	IV	II	III
Spray-Urban land complex, 0 to 5 percent slopes	IV	II	IV
Starr loam, ALL	II	I	III
State, ALL	I	I	I
Stoneville loam, 2 to 8 percent slopes	II	II	I
Stoneville loam, 8 to 15 percent slopes	III	II	I
Stoneville loam, 15 to 25 percent slopes	IV	II	II
Stoneville-Urban land complex, 2 to 10 percent slopes	IV	II	IV
Stony land	IV	VI	IV
Swamp	IV	III	IV
Tallapoosa fine sandy loam, ALL	IV	II	III
Tarrus gravelly silt loam, 2 to 8 percent slopes	II	II	I
Tarrus-Georgeville complex, 8 to 15 percent slopes	II	II	I
Tatum and Nason channery silt loams, 15 to 25 percent slopes	IV	II	II
Tatum channery silt loam, ALL	III	II	I
Tatum channery silty clay loam, ALL	III	II	II
Tatum gravelly loam, 2 to 8 percent slopes	II	II	I
Tatum gravelly loam, 8 to 15 percent slopes	III	II	I
Tatum gravelly loam, ALL OTHER	IV	II	II
Tatum gravelly silt loam, 2 to 8 percent slopes	II	II	I
Tatum gravelly silt loam, 8 to 15 percent slopes	III	II	I
Tatum gravelly silt loam, ALL OTHER	IV	II	II
Tatum gravelly silty clay loam, eroded, ALL	III	II	II
Tatum loam, 2 to 6 percent slopes	II	II	I
Tatum loam, 10 to 15 percent slopes	III	II	II
Tatum loam, ALL OTHER	IV	II	II

Map Unit Name	Agri	For	Hort
Tatum silt loam, 2 to 8 percent slopes	II	II	I
Tatum silt loam, 8 to 15 percent slopes	III	II	I
Tatum silt loam, ALL OTHER	IV	II	II
Tatum silty clay loam, eroded, ALL	III	II	II
Tatum-Badin complex, 2 to 8 percent slopes	III	II	I
Tatum-Badin complex, 2 to 8 percent slopes, eroded	III	II	II
Tatum-Badin complex, 8 to 15 percent slopes	III	II	II
Tatum-Montonia complex, 15 to 30 percent slopes	IV	II	II
Tatum-Montonia complex, ALL OTHER	III	II	II
Tatum-Urban land complex, 2 to 8 percent slopes	IV	II	IV
Tetotum fine sandy loam, 1 to 4 percent slopes	I	I	I
Tetotum silt loam, 0 to 3 percent slopes	I	I	I
Tirzah silt loam, eroded gently sloping phase (Tatum)	III	II	I
Tirzah silt loam, eroded sloping phase (Tatum)	II	II	I
Tirzah silt loam, eroded strongly sloping phase (Tatum)	III	II	II
Tirzah silt loam, gently sloping phase (Stoneville)	II	II	II
Tirzah silt loam, sloping phase (Stoneville)	III	II	II
Tirzah silt loam, strongly sloping phase (Stoneville)	III	II	II
Tirzah silty clay loam, severely eroded gently sloping phase (Tatum)	III	II	II
Tirzah silty clay loam, severely eroded sloping phase (Tatum)	III	II	II
Tirzah silty clay loam, severely eroded strongly sloping phase (Tatum)	IV	II	II
Toast sandy loam, 2 to 8 percent slopes	II	I	I
Toast sandy loam, 8 to 15 percent slopes	III	I	II
Toccoa, ALL	I	III	III
Turbeville fine sandy loam, 0 to 3 percent slopes	I	II	I
Udorthents, ALL	IV	VI	IV
Udorthents-Pits complex, mounded, 0 to 2 percent slopes, occasionally flooded	IV	VI	IV
Udorthents-Urban land complex, ALL	IV	VI	IV
Urban land, ALL	IV	VI	IV
Urban land-Arents complex, occasionally flooded	IV	III	IV
Urban land-Iredell-Creedmoor complex, 2 to 10 percent slopes	IV	II	IV
Urban land-Masada complex, 2 to 15 percent slopes	IV	II	IV
Uwharrie clay loam, 2 to 8 percent slopes, eroded	III	II	III
Uwharrie clay loam, 8 to 15 percent slopes, eroded	IV	II	III
Uwharrie loam, 15 to 25 percent slopes	IV	II	III
Uwharrie loam, very stony, ALL	IV	II	III
Uwharrie silt loam, 2 to 8 percent slopes	II	II	I
Uwharrie silty clay loam, 2 to 8 percent slopes, eroded	III	II	II
Uwharrie silty clay loam, 2 to 8 percent slopes, moderately eroded	III	II	II
Uwharrie silty clay loam, 8 to 15 percent slopes, eroded	IV	II	II
Uwharrie stony loam, ALL	IV	II	III
Uwharrie stony loam, very bouldery, ALL	IV	II	IV
Uwharrie-Badin complex, ALL	IV	II	III
Uwharrie-Tatum complex, 8 to 15 percent slopes	III	II	III
Uwharrie-Tatum complex, 8 to 15 percent slopes, moderately eroded	IV	II	III
Uwharrie-Urban Land, 2 to 8 percent slopes	IV	II	IV
Vance clay loam, severely eroded sloping phase	IV	II	II
Vance coarse sandy loam, 2 to 8 percent slopes	II	II	II
Vance coarse sandy loam, eroded gently sloping phase	III	II	II
Vance coarse sandy loam, eroded sloping phase	III	II	II
Vance coarse sandy loam, gently sloping phase	II	II	II

Map Unit Name	Agri	For	Hort
Vance sandy clay loam, ALL	III	II	II
Vance sandy loam, 2 to 6 percent slopes	II	II	II
Vance sandy loam, 2 to 6 percent slopes, eroded	III	II	II
Vance sandy loam, 2 to 8 percent slopes	II	II	II
Vance sandy loam, 6 to 10 percent slopes	III	II	II
Vance sandy loam, 6 to 10 percent slopes, eroded	III	II	II
Vance sandy loam, 8 to 15 percent slopes	III	II	II
Vance sandy loam, 10 to 15 percent slopes	III	II	II
Vance sandy loam, eroded gently sloping phase	III	II	II
Vance sandy loam, eroded moderately sloping phase	III	II	II
Vance sandy loam, eroded strongly sloping phase	IV	II	II
Vance sandy loam, gently sloping phase	II	II	II
Vance-Urban land complex, 2 to 10 percent slopes	IV	II	IV
Wadesboro clay loam, 2 to 8 percent slopes, moderately eroded	II	I	II
Wadesboro clay loam, 8 to 15 percent slopes, moderately eroded	III	I	II
Wadesboro fine sandy loam, 2 to 7 percent slopes (Mayodan)	II	I	II
Wadesboro fine sandy loam, 2 to 7 percent slopes, eroded (Mayodan)	II	I	II
Wadesboro fine sandy loam, 7 to 10 percent slopes (Mayodan)	III	I	II
Wadesboro fine sandy loam, 7 to 10 percent slopes, eroded (Mayodan)	III	I	II
Wadesboro fine sandy loam, 10 to 14 percent slopes (Mayodan)	III	I	II
Wadesboro fine sandy loam, 10 to 14 percent slopes, eroded (Mayodan)	IV	I	II
Wadesboro fine sandy loam, 14 to 30 percent slopes (Mayodan)	IV	I	II
Wahee, ALL	II	III	I
Wake soils, ALL	IV	II	III
Wake-Saw-Wedowee complex, 2 to 8 percent slopes, rocky	IV	II	III
Wake-Wateree complex, 15 to 30 percent slopes, very rocky	IV	II	III
Wake-Wateree-Wedowee complex, 8 to 15 percent slopes, rocky	IV	II	III
Warne and Roanoke fine sandy loams (Dogue)	IV	III	II
Wateree fine sandy loam, ALL	IV	II	II
Wateree-Rion complex, 40 to 95 percent slopes	IV	II	III
Wateree-Rion-Wedowee complex, 15 to 30 percent slopes	IV	II	III
Wedowee coarse sandy loam, 2 to 6 percent slopes	II	I	I
Wedowee coarse sandy loam, 6 to 10 percent slopes	III	I	II
Wedowee loam, 2 to 8 percent slopes	II	I	I
Wedowee loam, 8 to 15 percent slopes	III	I	II
Wedowee loam, 15 to 25 percent slopes	IV	I	II
Wedowee sandy clay loam, 8 to 15 percent slopes, eroded	IV	I	II
Wedowee sandy loam, 2 to 10 percent slopes, extremely bouldery	IV	I	IV
Wedowee sandy loam, 2 to 15 percent slopes, bouldery	IV	I	III
Wedowee sandy loam, 2 to 6 percent slopes	II	I	I
Wedowee sandy loam, 2 to 6 percent slopes, eroded	II	I	II
Wedowee sandy loam, 2 to 8 percent slopes	II	I	I
Wedowee sandy loam, 6 to 10 percent slopes	III	I	II
Wedowee sandy loam, 6 to 10 percent slopes, eroded	III	I	II
Wedowee sandy loam, 6 to 15 percent slopes	III	I	II
Wedowee sandy loam, 8 to 15 percent slopes	III	I	II
Wedowee sandy loam, 10 to 15 percent slopes	III	I	II
Wedowee sandy loam, 10 to 15 percent slopes, eroded	III	I	II
Wedowee sandy loam, 10 to 25 percent slopes	III	I	II
Wedowee sandy loam, 15 to 25 percent slopes	IV	I	II
Wedowee sandy loam, 15 to 35 percent slopes, bouldery	IV	I	III
Wedowee sandy loam, 15 to 40 percent slopes	IV	I	II

Map Unit Name	Agri	For	Hort
Wedowee-Louisburg complex, 2 to 6 percent slopes	II	I	II
Wedowee-Louisburg complex, ALL OTHER	III	I	III
Wedowee-Urban land-Udorthents complex, 2 to 10 percent slopes	IV	I	IV
Wehadkee and Bibb soils	IV	III	III
Wehadkee, ALL	IV	III	III
White Store clay loam, ALL	IV	II	III
White Store fine sandy loam, moderately eroded, ALL	IV	II	III
White Store loam, 8 to 15 percent slopes	IV	II	III
White Store loam, ALL OTHER	III	II	III
White Store sandy loam, 2 to 6 percent slopes	III	II	III
White Store sandy loam, ALL OTHER	IV	II	III
White Store silt loam, 8 to 15 percent slopes	IV	II	III
White Store silt loam, ALL OTHER	III	II	III
White Store-Polkton complex, ALL	IV	II	III
White Store-Urban land complex, ALL	IV	II	IV
Wickham fine sandy loam, 0 to 3 percent slopes, rarely flooded	I	I	I
Wickham fine sandy loam, 2 to 6 percent slopes	I	I	I
Wickham fine sandy loam, 2 to 6 percent slopes, eroded	II	I	I
Wickham fine sandy loam, 2 to 7 percent slopes, eroded	II	I	I
Wickham fine sandy loam, 2 to 8 percent slopes	II	I	I
Wickham fine sandy loam, 6 to 10 percent slopes	II	I	I
Wickham fine sandy loam, 6 to 10 percent slopes, eroded	III	I	II
Wickham fine sandy loam, 7 to 14 percent slopes, eroded	III	I	II
Wickham fine sandy loam, 10 to 15 percent slopes	III	I	II
Wickham sandy loam, ALL	I	I	I
Wilkes, ALL	IV	II	III
Wilkes-Poindexter-Wynott complex, ALL	IV	II	III
Wilkes-Urban land complex, 8 to 15 percent slopes	IV	II	IV
Winnsboro fine sandy loam, 2 to 8 percent slopes	II	II	I
Winnsboro loam, 2 to 8 percent slopes	III	II	I
Winnsboro loam, 8 to 15 percent slopes	IV	II	II
Winnsboro-Wilkes complex, 2 to 8 percent slopes	III	II	II
Winnsboro-Wilkes complex, ALL OTHER	IV	II	III
Woolwine-Fairview complex, 2 to 8 percent slopes, moderately eroded	III	II	II
Woolwine-Fairview complex, moderately eroded, ALL OTHER	IV	II	II
Woolwine-Fairview-Urban land complex, ALL	IV	II	IV
Worsham, ALL	IV	III	III
Wynott cobbly loam, 2 to 10 percent slopes, extremely stony	IV	II	IV
Wynott loam, 2 to 8 percent slopes	III	II	II
Wynott-Enon complex, 2 to 8 percent slopes	II	II	II
Wynott-Enon complex, 2 to 8 percent slopes, moderately eroded	II	II	II
Wynott-Enon complex, 8 to 15 percent slopes	II	II	II
Wynott-Enon complex, 8 to 15 percent slopes, moderately eroded	III	II	II
Wynott-Enon complex, 15 to 25 percent slopes	IV	II	II
Wynott-Enon complex, extremely bouldery, ALL	IV	II	IV
Wynott-Wilkes-Poindexter complex, 2 to 8 percent slopes	IV	II	II
Wynott-Winnsboro complex, 2 to 8 percent slopes	II	II	II
Wynott-Winnsboro complex, 8 to 15 percent slopes	II	II	II
Wynott-Winnsboro complex, 15 to 25 percent slopes	IV	II	II
Zion gravelly loam, 2 to 8 percent slopes	III	II	II
Zion gravelly loam, 8 to 15 percent slopes	IV	II	II
Zion-Enon complex, 2 to 8 percent slopes	III	II	III

Map Unit Name	Agri	For	Hort
Zion-Enon complex, 8 to 15 percent slopes	IV	II	II
Zion-Mocksville complex, 25 to 45 percent slopes	IV	II	III
Zion-Wilkes complex, 8 to 15 percent slopes	IV	II	II
Zion-Winnsboro-Mocksville complex, ALL	IV	II	II

Map Unit Name	Agri	For	Hort
Ailey gravelly loamy sand, 8 to 15 percent slopes	III	V	III
Ailey gravelly loamy sand, 15 to 25 percent slopes	IV	V	IV
Ailey loamy sand, ALL	III	V	III
Ailey sand, moderately wet, 0 to 6 percent slopes	II	V	II
Ailey-Urban land complex, ALL	IV	V	IV
Bibb loam, 0 to 2 percent slopes, frequently flooded	IV	III	IV
Blaney loamy sand, 2 to 8 percent slopes	II	II	II
Blaney loamy sand, 8 to 15 percent slopes	III	II	III
Blaney-Urban land complex, ALL	IV	II	IV
Bragg sandy loam, 1 to 4 percent slopes	IV	V	IV
Candor and Wakulla soils, 8 to 15 percent slopes	IV	V	IV
Candor sand, ALL	IV	V	IV
Candor-Urban land complex, 2 to 12 percent slopes	IV	V	IV
Dothan gravelly loamy sand, 0 to 6 percent slopes	I	II	I
Dothan loamy sand, ALL	I	II	I
Emporia loamy sand, ALL	II	II	II
Faceville sandy clay loam, 2 to 6 percent slopes, eroded	II	II	II
Fuquay, ALL	II	II	II
Fuquay-Urban land complex, 0 to 6 percent slopes	IV	II	IV
Gilead loamy sand, ALL	II	II	II
Johns fine sandy loam, 0 to 2 percent slopes	I	I	I
Johnston, ALL	IV	III	IV
Kalmia sandy loam, wet substratum, 0 to 2 percent slopes	I	II	I
Kenansville loamy sand, 0 to 4 percent slopes	II	I	II
Lakeland, ALL	IV	V	IV
Lakeland-Urban land complex, 1 to 8 percent slopes	IV	V	IV
Lillington gravelly sandy loam, 2 to 8 percent slopes	III	II	III
Lillington gravelly sandy loam, 8 to 15 percent slopes	IV	II	IV
Lillington gravelly sandy loam, 15 to 25 percent slopes	IV	II	IV
Pactolus sand, 0 to 3 percent slopes	IV	II	IV
Paxville fine sandy loam, 0 to 2 percent slopes	I	III	I
Pelion loamy sand, 0 to 2 percent slopes	II	II	II
Pelion loamy sand, 1 to 4 percent slopes	IV	II	IV
Pelion loamy sand, 2 to 8 percent slopes	III	II	III
Pelion loamy sand, 8 to 15 percent slopes	IV	II	IV
Pelion-Urban land complex, ALL	IV	II	IV
Pelion-Urban land complex, 8 to 15 percent slopes	IV	II	IV
Pocalla loamy sand, 0 to 6 percent slopes	II	II	II
Rains fine sandy loam, 0 to 2 percent slopes	III	I	III
Tetotum silt loam, 0 to 3 percent slopes, rarely flooded	I	I	I
Udorthents, ALL	IV	VI	IV
Urban land, ALL	IV	VI	IV
Vaucluse gravelly loamy sand, 2 to 8 percent slopes	III	II	III
Vaucluse gravelly loamy sand, 8 to 15 percent slopes	IV	II	IV
Vaucluse gravelly loamy sand, 15 to 25 percent slopes	IV	II	IV
Vaucluse gravelly sandy loam, ALL	III	II	III
Vaucluse gravelly sandy loam, 8 to 15 percent slopes	III	II	III
Vaucluse gravelly sandy loam, 15 to 25 percent slopes	III	II	III
Vaucluse loamy sand, 2 to 8 percent slopes	II	II	II
Vaucluse loamy sand, 8 to 15 percent slopes	III	II	III
Vaucluse loamy sand, 15 to 25 percent slopes	IV	II	IV
Vaucluse very gravelly loamy sand, ALL	IV	II	IV

Map Unit Name	Agri	For	Hort
Vaucluse-Gilead loamy sands, 15 to 25 percent slopes	IV	II	IV
Vaucluse-Urban land complex, ALL	IV	II	IV
Wakulla and Candor soils, 0 to 8 percent slopes	IV	V	IV
Wakulla sand, ALL	IV	V	IV
Wakulla-Candor-Urban land complex, 0 to 10 percent slopes	IV	V	IV
Wehadkee fine sandy loam	IV	III	IV
Wehadkee loam, 0 to 2 percent slopes, frequently flooded	IV	III	IV

Map Unit Name	Agri	For	Hort
Alaga, ALL	IV	II	IV
Alpin, ALL	IV	II	IV
Altavista, ALL	I	I	I
Altavista-Urban land complex, 0 to 2 percent slopes	IV	I	IV
Arapahoe fine sandy loam	II	I	II
Augusta, ALL	II	I	II
Autryville fine sand, 1 to 4 percent slopes	IV	II	IV
Autryville, ALL OTHER	III	II	III
Aycock, ALL ERODED	II	I	II
Aycock, ALL OTHER	I	I	I
Ballahack loam, 0 to 2 percent slopes, occasionally flooded	I	I	I
Bayboro, ALL	I	I	I
Baymeade and Marvyn soils, 6 to 12 percent slopes	IV	V	IV
Baymeade fine sand, ALL	IV	V	IV
Baymeade-Urban land complex, 0 to 6 percent slopes	IV	V	IV
Bethera, ALL	II	I	II
Bibb and Johnston loams, frequently flooded	IV	III	IV
Bibb, ALL	IV	III	IV
Bladen, ALL	III	I	III
Blanton, ALL	IV	V	IV
Bohicket, ALL	IV	VI	IV
Bonneau loamy fine sand, 0 to 6 percent slopes	II	II	II
Bonneau loamy sand, 0 to 4 percent slopes	II	II	II
Bonneau loamy sand, 0 to 6 percent slopes	II	II	II
Bonneau loamy sand, 6 to 10 percent slopes	III	II	III
Bonneau loamy sand, 6 to 12 percent slopes	III	II	III
Borrow pits	IV	VI	IV
Bragg, ALL	IV	VI	IV
Brookman loam, frequently flooded	IV	III	IV
Butters loamy fine sand, 0 to 3 percent slopes	III	II	III
Byars loam	II	III	II
Cainhoy, ALL	IV	V	IV
Cape Fear loam, ALL	I	I	I
Caroline fine sandy loam, ALL	II	II	II
Carteret, ALL	IV	VI	IV
Centenary fine sand	IV	II	IV
Chastain and Chenneby soils, frequently flooded	IV	III	IV
Chastain silt loam, frequently flooded	IV	III	IV
Chewacla and Chastain soils, frequently flooded	IV	III	IV
Chewacla loam, frequently flooded	IV	III	IV
Chipley sand	IV	II	IV
Chowan silt loam	IV	III	IV
Conetoe, ALL	III	II	III
Congaree silt loam, 0 to 4 percent slopes, occasionally flooded	I	III	I
Corolla fine sand	IV	VI	IV
Coxville, ALL	II	I	II
Craven clay loam, 4 to 12 percent slopes, eroded	IV	I	IV
Craven fine sandy loam, 0 to 1 percent slopes	II	I	II
Craven fine sandy loam, 1 to 4 percent slopes	II	I	II
Craven fine sandy loam, 1 to 6 percent slopes, eroded	III	I	III
Craven fine sandy loam, 4 to 8 percent slopes	III	I	III
Craven fine sandy loam, 4 to 8 percent slopes, eroded	IV	I	IV

Map Unit Name	Agri	For	Hort
Craven fine sandy loam, 6 to 10 percent slopes	IV	I	IV
Craven fine sandy loam, 8 to 12 percent slopes, eroded	IV	I	IV
Craven loam, 1 to 4 percent slopes	II	I	II
Craven loam, 1 to 4 percent slopes, eroded	III	I	III
Craven silt loam, 1 to 4 percent slopes	II	I	II
Craven very fine sandy loam, 1 to 4 percent slopes	II	I	II
Craven very fine sandy loam, 4 to 8 percent slopes	IV	I	IV
Craven-Urban land complex, 0 to 2 percent slopes	IV	I	IV
Croatan muck, frequently flooded	III	V	III
Croatan muck, ALL OTHER	II	V	II
Dogue sandy loam, 0 to 2 percent slopes	II	I	II
Dogue sandy loam, 2 to 6 percent slopes	III	I	III
Dogue sandy loam, 6 to 12 percent slopes	IV	I	IV
Dorovan, ALL	IV	V	IV
Duckston fine sand	IV	VI	IV
Echaw, ALL	IV	V	IV
Exum fine sandy loam, 0 to 1 percent slopes	I	II	I
Exum fine sandy loam, 1 to 6 percent slopes	II	II	II
Exum loam, 0 to 2 percent slopes	I	II	I
Exum silt loam, 0 to 2 percent slopes	I	II	I
Exum very fine sandy loam, 0 to 2 percent slopes	I	II	I
Exum very fine sandy loam, 2 to 5 percent slopes	II	II	II
Exum-Urban land complex, 0 to 2 percent slopes	IV	II	IV
Foreston loamy fine sand, ALL	II	II	II
Goldsboro sandy loam, 1 to 6 percent slopes	I	I	I
Goldsboro, ALL OTHER	I	I	I
Goldsboro-Urban land complex, ALL	IV	I	IV
Grantham, ALL	I	I	I
Grifton, ALL	II	I	II
Hobonny muck	IV	VI	IV
Icaria fine sandy loam, ALL	II	I	II
Invershiel-Pender complex, 0 to 2 percent slopes	I	II	I
Johns, ALL	II	I	II
Johnston and Pamlico soils, 0 to 1 percent slopes, frequently flooded	IV	III	IV
Johnston soils	IV	III	IV
Kalmia, ALL	II	II	II
Kenansville, ALL	III	II	III
Kinston loam, frequently flooded	IV	III	IV
Kureb, ALL	IV	V	IV
Lafitte muck	IV	VI	IV
Lakeland sand, 0 to 6 percent slopes	IV	V	IV
Leaf, ALL	III	I	III
Lenoir, ALL	III	I	III
Leon, ALL	IV	V	III
Leon-Urban land complex	IV	V	IV
Liddell silt loam	II	I	II
Lucy loamy sand, 0 to 6 percent slopes	II	II	II
Lumbee, ALL	II	I	II
Lynchburg, ALL	II	I	II
Lynchburg-Urban land complex	IV	I	IV
Lynn Haven sand	IV	II	IV
Mandarin, ALL	IV	V	IV

Map Unit Name	Agri	For	Hort
Mandarin-Urban land complex	IV	V	IV
Marvyn and Craven soils, 6 to 12 percent slopes	IV	I	IV
Marvyn, ALL	IV	I	IV
Masada sandy loam, 0 to 4 percent slopes	I	II	I
Masontown, ALL	IV	III	IV
Masontown mucky fine sandy loam and Muckalee sandy loam, frequently flooded	IV	III	IV
Meggett fine sandy loam, frequently flooded	IV	III	IV
Meggett, ALL OTHER	III	I	III
Mine pits	IV	VI	IV
Muckalee loam, ALL	IV	III	IV
Murville, ALL	IV	V	IV
Nahunta, ALL	I	I	I
Nakina fine sandy loam	I	I	I
Nawney loam, 0 to 2 percent slopes, frequently flooded	IV	III	IV
Newhan, ALL	IV	VI	IV
Newhan-Corolla complex, 0 to 30 percent slopes	IV	VI	IV
Newhan-Corolla-Urban land complex, 0 to 30 percent slopes	IV	VI	IV
Noboco fine sandy loam, 0 to 2 percent slopes	I	I	I
Noboco fine sandy loam, 2 to 6 percent slopes	II	I	II
Norfolk, ALL	II	II	II
Norfolk-Urban land complex, 0 to 6 percent slopes	IV	II	IV
Ocilla loamy fine sand, 0 to 4 percent slopes	IV	II	IV
Olustee loamy sand, sandy subsoil variant (Murville)	IV	II	IV
Onslow, ALL	II	II	II
Osier loamy sand, loamy substratum	IV	I	IV
Pactolus, ALL	IV	II	IV
Pamlico muck, frequently flooded	IV	V	IV
Pamlico muck, ALL OTHER	III	V	III
Pantego, ALL	I	I	I
Paxville sandy loam	II	III	II
Pender fine sandy loam	II	I	II
Pender-Urban land complex	IV	I	IV
Pits, ALL	IV	VI	IV
Pocalla loamy sand, 0 to 6 percent slopes	III	II	III
Rains, ALL	I	I	I
Rains-Urban land complex	IV	I	IV
Rimini sand 1 to 6 percent slopes	IV	V	IV
Roanoke, frequently flooded	IV	III	IV
Roanoke, ALL OTHER	II	III	II
Rumford, ALL	III	II	III
Rutlege mucky loamy fine sand	IV	V	IV
Seabrook, ALL	IV	II	IV
Seabrook-Urban land complex	IV	II	IV
Stallings, ALL	II	II	II
State fine sandy loam, 0 to 2 percent slopes	I	I	I
State fine sandy loam, 2 to 6 percent slopes	II	I	II
State loamy sand, 0 to 2 percent slopes	I	I	I
Stockade fine sandy loam	I	I	I
Suffolk loamy sand, 10 to 30 percent slopes	I	II	I
Swamp	IV	III	IV
Tarboro, ALL	IV	II	IV
Tarboro-Urban land complex, 0 to 6 percent slopes	IV	II	IV

Map Unit Name	Agri	For	Hort
Tomahawk fine sand, 0 to 3 percent slopes	IV	II	IV
Tomahawk loamy fine sand	IV	II	IV
Tomahawk loamy fine sand	IV	II	IV
Tomahawk loamy sand, 0 to 3 percent slopes	III	II	III
Tomotley, ALL	I	I	I
Torhunta, ALL	II	I	II
Torhunta-Urban land complex	IV	I	IV
Tuckerman fine sandy loam	II	II	II
Udorthents, ALL	IV	VI	IV
Udults, steep	IV	VI	IV
Umbric Ochraqualfs	IV	VI	IV
Urban land	IV	VI	IV
Valhalla fine sand, 0 to 6 percent slopes	III	II	III
Wagram loamy fine sand, 0 to 6 percent slopes	II	II	II
Wagram loamy sand, 6 to 10 percent slopes	III	II	III
Wagram loamy sand, 0 to 6 percent slopes	II	II	II
Wagram loamy sand, 10 to 15 percent slopes	IV	II	IV
Wahee, ALL	II	I	II
Wando fine sand, 0 to 6 percent slopes	IV	II	IV
Wando-Urban land complex, 0 to 6 percent slopes	IV	II	IV
Wakulla sand, ALL	IV	V	IV
Wasda muck	I	I	I
Wehadkee silt loam	IV	III	IV
Wickham fine sandy loam, 0 to 2 percent slopes	I	I	I
Wickham fine sandy loam, 2 to 6 percent slopes	II	I	II
Wickham fine sandy loam, 6 to 10 percent slopes	II	I	II
Wickham loamy sand, 1 to 6 percent slopes	II	I	II
Wickham sandy loam, 0 to 2 percent slopes	I	I	I
Wickham sandy loam, 0 to 6 percent slopes	II	I	II
Wickham sandy loam, 0 to 6 percent slopes, rarely flooded	II	I	II
Wickham sandy loam, 2 to 6 percent slopes	II	I	II
Wickham-Urban land complex, 2 to 10 percent slopes	IV	I	IV
Wilbanks, ALL	IV	III	IV
Winton, ALL	IV	I	IV
Woodington, ALL	II	II	II
Wrightsboro fine sandy loam 0 to 2 percent slopes	I	I	I
Yaupon silty clay loam, 0 to 3 percent slopes	III	VI	III

MLRA153B – Tidewater Area

Map Unit Name	Agri	For	Hort
Acredale silt loam, 0 to 2 percent slopes, rarely flooded	I	I	I
Altavista ,ALL	I	I	I
Altavista-Urban land complex, 0 to 2 percent slopes	IV	I	IV
Arapahoe, ALL	I	I	I
Argent, ALL	II	I	II
Augusta ,ALL	II	I	II
Augusta-Urban land complex	IV	I	IV
Backbay mucky peat, 0 to 1 percent slopes, very frequently flooded	IV	VI	IV
Ballahack fine sandy loam, occasionally flooded	I	I	I
Barclay very fine sandy loam	I	I	I
Bayboro, ALL	I	I	I
Baymeade ,ALL	IV	V	IV
Baymeade-Urban land complex 1 to 6 percent slopes	IV	V	IV
Beaches, ALL	IV	VI	IV
Beaches-Newhan association	IV	VI	IV
Beaches-Newhan complex, ALL	IV	VI	IV
Belhaven muck, 0 to 2 percent slopes, frequently flooded	IV	V	IV
Belhaven muck, ALL OTHER	II	V	II
Bertie ,ALL	II	I	II
Bibb soils	IV	III	IV
Bladen ,ALL	III	I	III
Bohicket silty clay loam	IV	VI	IV
Bojac, ALL	III	II	III
Bolling loamy fine sand, 0 to 3 percent slopes, rarely flooded	II	I	II
Borrow pits	IV	VI	IV
Brookman loam, 0 to 2 percent slopes, rarely flooded	II	I	II
Brookman mucky loam, frequently flooded	IV	III	IV
Brookman mucky silt loam	I	I	I
Cape Fear, ALL	I	I	I
Carteret, ALL	IV	VI	IV
Chapanoke silt loam, ALL	I	I	I
Charleston loamy fine sand	III	II	III
Chowan, ALL	IV	III	IV
Conaby muck, ALL	II	I	II
Conetoe, ALL	III	II	III
Corolla, ALL	IV	VI	IV
Corolla-Duckston complex, ALL	IV	VI	IV
Corolla-Urban land complex	IV	VI	IV
Currituck, ALL	IV	VI	IV
Dare muck	IV	V	IV
Deloss fine sandy loam	I	III	I
Deloss mucky loam, frequently flooded	IV	III	IV
Delway muck, 0 to 1 percent slopes, very frequently flooded	IV	VI	IV
Dogue, ALL	II	I	II
Dorovan, ALL	IV	V	IV
Dragston, ALL	II	I	II
Duckston, ALL	IV	VI	IV
Duckston-Corolla complex, 0 to 6 percent slopes, rarely flooded	IV	VI	IV
Dune land, ALL	IV	VI	IV
Dune land-Newhan complex, 2 to 40 percent slopes	IV	VI	IV
Elkton, ALL	II	I	II
Engelhard loamy very fine sand, 0 to 2 percent slopes, frequently flooded	IV	III	IV

Map Unit Name	Agri	For	Hort
Engelhard loamy very fine sand, 0 to 2 percent slopes, rarely flooded	II	III	II
Fallsington fine sandy loam	IV	I	IV
Fork fine sandy loam, 0 to 2 percent slopes, rarely flooded	I	I	I
Fork loamy fine sand	II	I	II
Fortescue, ALL	I	III	I
Fripp fine sand, 2 to 30 percent slopes	IV	VI	IV
Galestown loamy fine sand	IV	II	IV
Gullrock muck, 0 to 2 percent slopes, rarely flooded	II	I	II
Hobonny muck, 0 to 1 percent slopes, frequently flooded	IV	VI	IV
Hobucken, ALL	IV	VI	IV
Hyde, ALL	I	I	I
Hydeland silt loam, 0 to 2 percent slopes, rarely flooded	I	I	I
Icaria loamy fine sand, 0 to 2 percent slopes, rarely flooded	II	I	II
Johns loamy sand, 0 to 2 percent slopes	II	I	II
Klej loamy fine sand	IV	II	IV
Kureb sand 1 to 8 percent slopes	IV	V	IV
Kureb-Urban land complex 1 to 8 percent slopes	IV	V	IV
Lafitte muck, ALL	IV	VI	IV
Lakeland sand 1 to 8 percent slopes	IV	V	IV
Leaf silt loam	III	I	III
Lenoir, ALL	III	I	III
Leon fine sand, 0 to 2 percent slopes, rarely flooded	IV	V	III
Leon sand	IV	V	III
Longshoal mucky peat, 0 to 1 percent slopes, very frequently flooded	IV	VI	IV
Lynn Haven, ALL	IV	II	IV
Made land and dumps	IV	VI	IV
Masontown mucky fine sandy loam	IV	III	IV
Matapeake fine and very fine sandy loams	I	II	I
Mattapex, ALL	II	I	II
Munden, ALL	II	I	II
Newhan, ALL	IV	VI	IV
Newhan-Beaches complex,	IV	VI	IV
Newhan-Corolla complex, ALL	IV	VI	IV
Newhan-Corolla-Urban land complex, 0 to 30 percent slopes	IV	VI	IV
Newhan-Urban land complex, ALL	IV	VI	IV
Newholland mucky loamy sand, 0 to 2 percent slopes, frequently flooded	IV	V	IV
Newholland mucky loamy sand, 0 to 2 percent slopes, rarely flooded	I	V	I
Nimmo, ALL	II	I	II
Nixonton very fine sandy loam	I	I	I
Osier fine sand, ALL	IV	I	IV
Othello, ALL	I	II	I
Ousley fine sand, ALL	IV	V	IV
Pactolus fine sand	IV	II	IV
Pasquotank, ALL	I	I	I
Paxville mucky fine sandy loam	II	III	II
Perquimans, ALL	I	I	I
Pettigrew muck, ALL	II	I	II
Pits, mine	IV	VI	IV
Pocomoke, ALL	II	I	II
Ponzer, ALL	II	V	II
Portsmouth, ALL	I	I	I
Psamments, 0 to 6 percent slopes	IV	VI	IV

Map Unit Name	Agri	For	Hort
Pungo muck, ALL	III	V	III
Roanoke, ALL	II	I	II
Roper muck, ALL	I	I	I
Sassafras loamy fine sand	II	I	II
Scuppernong muck, ALL	II	V	II
Seabrook, ALL	IV	II	IV
Seabrook-Urban land complex	IV	II	IV
Seagate fine sand	IV	II	IV
Seagate-Urban land complex	IV	II	IV
State fine sandy loam, ALL	I	I	I
State loamy fine sand, ALL	II	I	II
State sandy loam, ALL	I	I	I
State-Urban land complex, 0 to 2 percent slopes	IV	I	IV
Stockade loamy fine sand	I	III	I
Stockade mucky loam, ALL	IV	III	IV
Stono, ALL	I	I	I
Tarboro sand, ALL	IV	II	IV
Tidal marsh	IV	VI	IV
Tomotley fine sandy loam, ALL	I	I	I
Udorthents, ALL	IV	VI	IV
Urban land ALL	IV	VI	IV
Wahee, ALL	II	I	II
Wakulla sand, ALL	IV	V	IV
Wando, ALL	IV	II	IV
Wasda muck ALL	I	I	I
Weeksville loam, 0 to 2 percent slopes, frequently flooded	IV	I	IV
Weeksville, ALL OTHER	I	I	I
Wickham loamy sand, 0 to 4 percent slopes	II	I	II
Woodstown fine sandy loam	I	I	I
Wysocking very fine sandy loam, 0 to 3 percent slopes, rarely flooded	I	III	I
Yaupon fine sandy loam, 0 to 3 percent slopes	III	VI	III
Yeopim loam, 0 to 2 percent slopes	I	I	I
Yeopim loam, 2 to 6 percent slopes	II	I	II
Yeopim silt loam, ALL	I	I	I
Yonges, ALL	I	I	I

Standard on Mass Appraisal of Real Property

Approved July 2017

International Association of Assessing Officers

This standard replaces the January 2012 *Standard on Mass Appraisal of Real Property* and is a complete revision. The 2012 *Standard on Mass Appraisal of Real Property* was a partial revision that replaced the 2002 standard. The 2002 standard combined and replaced the 1983 *Standard on the Application of the Three Approaches to Value in Mass Appraisal*, the 1984 *Standard on Mass Appraisal*, and the 1988 *Standard on Urban Land Valuation.* IAAO assessment standards represent a consensus in the assessing profession and have been adopted by the Executive Board of IAAO. The objective of IAAO standards is to provide a systematic means by which concerned assessing officers can improve and standardize the operation of their offices. IAAO standards are advisory in nature and the use of, or compliance with, such standards is purely voluntary. If any portion of these standards is found to be in conflict with the *Uniform Standards of Professional Appraisal Practice (USPAP)* or state laws, *USPAP* and state laws shall govern.

Published by
International Association of Assessing Officers
314 W 10th St
Kansas City, MO 64105-1616

phone: 816.701.8100
fax: 816.701.8149
toll-free: 800.616.4226
web site: www.iaao.org

ISBN 978-0-88329-2075

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Standard on Mass Appraisal of Real Property

1. Scope

This standard defines requirements for the mass appraisal of real property. The primary focus is on mass appraisal for ad valorem tax purposes. However, the principles defined here should also be relevant to CAMAs (CAMAs) (or automated valuation models) used for other purposes, such as mortgage portfolio management. The standard primarily addresses the needs of the assessor, assessment oversight agencies, and taxpayers.

This standard addresses mass appraisal procedures by which the fee simple interest in property can be appraised at market value, including mass appraisal application of the three traditional approaches to value (cost, sales comparison, and income). Single-property appraisals, partial interest appraisals, and appraisals made on an other-than-market-value basis are outside the scope of this standard. Nor does this standard provide guidance on determining assessed values that differ from market value because of statutory constraints such as use value, classification, or assessment increase limitations.

Mass appraisal requires complete and accurate data, effective valuation models, and proper management of resources. Section 2 introduces mass appraisal. Section 3 focuses on the collection and maintenance of property data. Section 4 summarizes the primary considerations in valuation methods, including the role of the three approaches to value in the mass appraisal of various types of property. Section 5 addresses model testing and quality assurance. Section 6 discusses certain managerial considerations: staff levels, data processing support, contracting for reappraisals, benefit-cost issues, and space requirements. Section 7 discusses reference materials.

2. Introduction

Market value for assessment purposes is generally determined through the application of mass appraisal techniques. Mass appraisal is the process of valuing a group of properties as of a given date and using common data, standardized methods, and statistical testing. To determine a parcel's value, assessing officers must rely upon valuation equations, tables, and schedules developed through mathematical analysis of market data. Values for individual parcels should not be based solely on the sale price of a property; rather, valuation schedules and models should be consistently applied to property data that are correct, complete, and up-to-date.

Properly administered, the development, construction, and use of a CAMA system results in a valuation system characterized by accuracy, uniformity, equity, reliability, and low per-parcel costs. Except for unique properties, individual analyses and appraisals of properties are not practical for ad valorem tax purposes.

3. Collecting and Maintaining Property Data

The accuracy of values depends first and foremost on the completeness and accuracy of property characteristics and market data. Assessors will want to ensure that their CAMA systems provide for the collection and maintenance of relevant land, improvement, and location features. These data must also be accurately and consistently collected. The CAMA system must also provide for the storage and processing of relevant sales, cost, and income and expense data.

3.1 Overview

Uniform and accurate valuation of property requires correct, complete, and up-to-date property data. Assessing offices must establish effective procedures for collecting and maintaining property data (i.e., property ownership, location, size, use, physical characteristics, sales price, rents, costs, and operating expenses). Such data are also used for performance audits, defense of appeals, public relations, and management information. The following sections recommend procedures for collecting these data.

3.2 Geographic Data

Assessors should maintain accurate, up-to-date cadastral maps (also known as assessment maps, tax maps, parcel boundary maps, and property ownership maps) covering the entire jurisdiction with a unique identification number for each parcel. Such cadastral maps allow assessing officers to identify and locate all parcels, both in the field and in the office. Maps become especially valuable in the mass appraisal process when a geographic information system (GIS) is used. A GIS permits graphic displays of sale prices, assessed values, inspection dates, work assignments, land uses, and much more. In addition, a GIS permits high-level analysis of nearby sales, neighborhoods, and market trends; when linked to a CAMA system, the results can be very useful. For additional information on cadastral maps, parcel identification systems, and GIS, see the *Standard on Manual Cadastral Maps and Parcel Identifiers* (IAAO 2016b), *Standard on Digital Cadastral Maps and Parcel Identifiers* (IAAO 2015), *Procedures and Standards for a Multipurpose Cadastre* (National Research Council 1983), and *GIS Guidelines for Assessors* (URISA and IAAO 1999).

3.3 Property Characteristics Data

The assessor should collect and maintain property characteristics data sufficient for classification, valuation, and other purposes. Accurate valuation of real property by any method requires descriptions of land and building characteristics.

3.3.1 Selection of Property Characteristics Data

Property characteristics to be collected and maintained should be based on the following:

- Factors that influence the market in the locale in question
- Requirements of the valuation methods that will be employed
- Requirements of classification and property tax policy
- Requirements of other governmental and private users
- Marginal benefits and costs of collecting and maintaining each property characteristic

Determining what data on property characteristics to collect and maintain for a CAMA system is a crucial decision with long-term consequences. A pilot program is one means of evaluating the benefits and costs of collecting and maintaining a particular set of property characteristics (see Gloudemans and Almy 2011, 46–49). In addition, much can be learned from studying the data used in successful CAMAs in other jurisdictions. Data collection and maintenance are usually the costliest aspects of a CAMA. Collecting data that are of little

importance in the assessment process should be avoided unless another governmental or private need is clearly demonstrated.

The quantity and quality of existing data should be reviewed. If the data are sparse and unreliable, a major recanvass will be necessary. Data that have been confirmed to be reliable should be used whenever possible. New valuation programs or enhancements requiring major recanvass activity or conversions to new coding formats should be viewed with suspicion when the existing database already contains most major property characteristics and is of generally good quality.

The following property characteristics are usually important in predicting residential property values:

Improvement Data

- Living area
- Construction quality or key components thereof (foundation, exterior wall type, and the like)
- Effective age or condition
- Building design or style
- Secondary areas including basements, garages, covered porches, and balconies
- Building features such as bathrooms and central air-conditioning
- Significant detached structures including guest houses, boat houses, and barns

Land Data

- Lot size
- Available utilities (sewer, water, electricity)

Location Data

- Market area
- Submarket area or neighborhood
- Site amenities, especially view and golf course or water frontage
- External nuisances, (e.g., heavy traffic, airport noise, or proximity to commercial uses).

For a discussion of property characteristics important for various commercial property types, see *Fundamentals of Mass Appraisal* (Gloudemans and Almy 2011, chapter 9).

3.3.2 Data Collection

Collecting property characteristics data is a critical and expensive phase of reappraisal. A successful data collection program requires clear and standard coding and careful monitoring through a quality control program. The development and use of a data collection manual is essential to achieving accurate and consistent data collection. The data collection program should result in complete and accurate data.

3.3.2.1 Initial Data Collection

A physical inspection is necessary to obtain initial property characteristics data. This inspection can be performed either by appraisers or by specially trained data collectors. In a joint approach, experienced appraisers make key subjective decisions, such as the assignment of construction quality class or grade, and data collectors gather all other details. Depending on the data required, an interior inspection might be necessary. At a minimum, a comprehensive exterior inspection should be conducted. Measurement is an important part of data collection.

3.3.2.2 Data Collection Format

Data should be collected in a prescribed format designed to facilitate both the collecting of data in the field and the entry of the data into the computer system.

A logical arrangement of the collection format makes data collection easier. For example, all items requiring an interior inspection should be grouped together. The coding of data should be as objective as possible, with measurements, counts, and check-off items used in preference to items requiring subjective evaluations (such as "number of plumbing fixtures" versus "adequacy of plumbing: poor, average, good"). With respect to check-off items, the available codes should be exhaustive and mutually exclusive, so that exactly one code logically pertains to each observable variation of a building feature (such as structure or roof type). The data collection format should promote consistency among data collectors, be clear and easy to use, and be adaptable to virtually all types of construction. Specialized data collection formats may be necessary to collect information on agricultural property, timberland, commercial and industrial parcels, and other property types.

3.3.2.3 Data Collection Manuals

A clear, thorough, and precise data collection manual is essential and should be developed, updated, and maintained. The written manual should explain how to collect and record each data item. Pictures, examples, and illustrations are particularly helpful. The manual should be simple yet complete. Data collection staff should be trained in the use of the manual and related updates to maintain consistency. The manual should include guidelines for personal conduct during field inspections, and if interior data are required, the manual should outline procedures to be followed when the property owner has denied access or when entry might be risky.

3.3.2.4 Data Accuracy Standards

The following standards of accuracy for data collection are recommended.

- Continuous or area measurement data, such as living area and exterior wall height, should be accurate within 1 foot (rounded to the nearest foot) of the true dimensions or within 5 percent of the area. (One foot equates to approximately 30 centimeters in the metric system.) If areas, dimensions, or volumes must be estimated, the property record should note the instances in which quantities are estimated.
- For each objective, categorical, or binary data field to be collected or verified, at least 95 percent of the coded entries should be accurate. Objective, categorical, or binary data characteristics include such attributes as exterior wall material, number of full bathrooms, and waterfront view. As an example, if a data collector captures 10 objective, categorical, or binary data items for 100 properties, at least 950 of the 1,000 total entries should be correct.
- For each subjective categorical data field collected or verified, data should be coded correctly at least 90 percent of the time. Subjective categorical data characteristics include data items such as quality grade, physical condition, and architectural style.
- Regardless of specific accuracy requirements, consistent measurement is important. Standards including national, local and regional practices exist to support consistent measurement. The standard of measurement should be documented as part of the process. (American Institute of Architects 1995; Marshall & Swift Valuation Service 2017; International Property Measurement Standards Coalition n.d.; Building Owners and Managers Association International 2017)

3.3.2.5 Data Collection Quality Control

A quality control program is necessary to ensure that data accuracy standards are achieved and maintained. Independent quality control inspections should occur immediately after the data collection phase begins and may be performed by jurisdiction staff, project consultants,

auditing firms, or oversight agencies. The inspections should review random samples of finished work for completeness and accuracy and keep tabulations of items coded correctly or incorrectly, so that statistical tests can be used to determine whether accuracy standards have been achieved. Stratification by geographic area, property type, or individual data collector can help detect patterns of data error. Data that fail to meet quality control standards should be recollected.

The accuracy of subjective data should be judged primarily by conformity with written specifications and examples in the data collection manual. The data reviewer should substantiate subjective data corrections with pictures or field notes.

3.3.3 Data Entry

To avoid duplication of effort, the data collection form should be able to serve as the data entry form. Data entry should be routinely audited to ensure accuracy.

Data entry accuracy should be as close to 100 percent as possible and should be supported by a full set of range and consistency edits. These are error or warning messages generated in response to invalid or unusual data items. Examples of data errors include missing data codes and invalid characters. Warning messages should also be generated when data values exceed normal ranges (e.g., more than eight rooms in a 1,200-square-foot residence). The warnings should appear as the data are entered. When feasible, action on the warnings should take place during data entry. Field data entry devices provide the ability to edit data as it is entered and also eliminate data transcription errors.

3.3.4 Maintaining Property Characteristics Data

Property characteristics data should be continually updated in response to changes brought about by new construction, new parcels, remodeling, demolition, and destruction. There are several ways of updating data. The most efficient method involves building permits. Ideally, strictly enforced local ordinances require building permits for all significant construction activity, and the assessor's office receives copies of the permits. This method allows the assessor to identify properties whose characteristics are likely to change, to inspect such parcels on a timely basis (preferably as close to the assessment date as possible), and to update the files accordingly.

Another method is aerial photography, which also can be helpful in identifying new or previously unrecorded construction and land use. Some jurisdictions use self-reporting, in which property owners review the assessor's records and submit additions or corrections. Information derived from multiple listing sources and other third-party vendors can also be used to validate property records.

Periodic field inspections can help ensure that property characteristics data are complete and accurate. Assuming that most new construction activity is identified through building permits or other ongoing procedures, a physical review including an on-site verification of property characteristics should be conducted at least every 4 to 6 years. Reinspections should include partial remeasurement of the two most complex sides of improvements and a walk around the improvement to identify additions and deletions. Photographs taken at previous physical inspections can help identify changes.

3.3.5 Alternative to Periodic On-site Inspections

Provided that initial physical inspections are timely completed and that an effective system of building permits or other methods of routinely identifying physical changes is in place, jurisdictions may employ a set of digital imaging technology tools to supplement field reinspections with a computer-assisted office review. These imaging tools should include the following:

- Current high-resolution street-view images (at a sub-inch pixel resolution that enables quality grade and physical condition to be verified)
- Orthophoto images (minimum 6-inch pixel resolution in urban/suburban and 12-inch resolution in rural areas, updated every 2 years in rapid-growth areas or 6–10 years in slow-growth areas)
- Low-level oblique images capable of being used for measurement verification (four cardinal directions, minimum 6-inch pixel resolution in urban/suburban and 12-inch pixel resolution in rural areas, updated every 2 years in rapid-growth areas or 6–10 years in slow-growth areas).

These tool sets may incorporate change detection techniques that compare building dimension data (footprints) in the CAMA system to georeferenced imagery or remote sensing data from sources (such as LiDAR [light detection and ranging]) and identify potential CAMA sketch discrepancies for further investigation.

Assessment jurisdictions and oversight agencies must ensure that images meet expected quality standards. Standards required for vendor-supplied images should be spelled out in the Request for Proposal (RFP) and contract for services, and images should be checked for compliance with specified requirements. For general guidance on preparing RFPs and contracting for vendor-supplied services, see the *Standard on Contracting for Assessment Services* [IAAO 2008].

In addition, appraisers should visit assigned areas on an annual basis to observe changes in neighborhood condition, trends, and property characteristics. An on-site physical review is recommended when significant construction changes are detected, a property is sold, or an area is affected by catastrophic damage. Building permits should be regularly monitored and properties that have significant change should be inspected when work is complete.

3.4 Sale Data

States and provinces should seek mandatory disclosure laws to ensure comprehensiveness of sale data files. Regardless of the availability of such statutes, a file of sale data must be maintained, and sales must be properly reviewed and validated. Sale data are required in all applications of the sales comparison approach, in the development of land values and market-based depreciation schedules in the cost approach, and in the derivation of capitalization rates or discount rates in the income approach. Refer to *Mass Appraisal of Real Property* (Gloudemans 1999, chapter 2) or *Fundamentals of Mass Appraisal* (Gloudemans and Almy 2011 chapter 2) for guidelines on the acquisition and processing of sale data.

3.5 Income and Expense Data

Income and expense data must be collected for income-producing property and reviewed by qualified appraisers to ensure their accuracy and usability for valuation analysis (see Section 4.4.). Refer to *Mass Appraisal of Real Property* (Gloudemans 1999, chapter 2) or *Fundamentals of Mass Appraisal* (Gloudemans and Almy 2011, chapter 2) for guidelines addressing the collection and processing of income and expense data.

3.6 Cost and Depreciation Data

Current cost and depreciation data adjusted to the local market are required for the cost approach (see Section 4.2). Cost and depreciation manuals and schedules can be purchased from commercial services or created in-house. See *Mass Appraisal of Real Property* (Gloudemans 1999, chapter 4) or *Fundamentals of Mass Appraisal* (Gloudemans and Almy 2011, 180–193) for guidelines on creating manuals and schedules.

4. Valuation

Mass appraisal analysis begins with assigning properties to use classes or strata based on highest and best use, which normally equates to current use. Some statutes require that property be valued for ad valorem tax purposes at current use regardless of highest and best use. Zoning and other land use controls normally dictate highest and best use of vacant land. In the absence of such restrictions, the assessor must determine the highest and best use of the land by analyzing the four components—legally permissible, physically possible, appropriately supported, and financially feasible—thereby resulting in the highest value. Special attention may be required for properties in transition, interim or nonconforming uses, multiple uses, and excess land.

4.1 Valuation Models

Any appraisal, whether single-property appraisal or mass appraisal, uses a model, that is, a representation in words or an equation of the relationship between value and variables representing factors of supply and demand. Mass appraisal models attempt to represent the market for a specific type of property in a specified area. Mass appraisers must first specify the model, that is, identify the supply and demand factors and property features that influence value, for example, square feet of living area. Then they must calibrate the model, that is, determine the adjustments or coefficients that best represent the value contribution of the variables chosen, for example, the dollar amount the market places on each square foot of living area. Careful and extensive market analysis is required for both specification and calibration of a model that estimates values accurately. Mass appraisal models apply to all three approaches to value: the cost approach, the sales comparison approach, and the income approach.

Valuation models are developed for defined property groups. For residential properties, geographic stratification is appropriate when the value of property attributes varies significantly among areas and each area is large enough to provide adequate sales. It is particularly effective when housing types and styles are relatively uniform within areas. Separate models are developed for each market area (also known as economic or model areas). Subareas or neighborhoods can serve as variables in the models and can also be used in land value tables and selection of comparable sales. (See *Mass Appraisal of Real Property* [Gloudemans 1999, 118–120] or *Fundamentals of Mass Appraisal* [Gloudemans and Almy 2011, 139–143] for guidelines on stratification.) Smaller jurisdictions may find it sufficient to develop a single residential model.

Commercial and income-producing properties should be stratified by property type. In general, separate models should be developed for apartment, warehouse/industrial, office, and retail properties. Large jurisdictions may be able to stratify apartment properties further by type or area or to develop multiple models for other income properties with adequate data.

4.2 The Cost Approach

The cost approach is applicable to virtually all improved parcels and, if used properly, can produce accurate valuations. The cost approach is more reliable for newer structures of standard materials, design, and workmanship. It produces an estimate of the value of the fee simple interest in a property.

Reliable cost data are imperative in any successful application of the cost approach. The data must be complete, typical, and current. Current construction costs should be based on the cost of replacing a structure with one of equal utility, using current materials, design, and building standards. In addition to specific property types, cost models should include the cost of individual construction components and building items in order to adjust for features that differ from base specifications. These costs should be incorporated into a construction cost manual and related computer software. The software can perform the valuation function, and the manual, in addition to providing documentation, can be used when nonautomated calculations are required.

Construction cost schedules can be developed in-house, based on a systematic study of local construction costs, obtained from firms specializing in such information, or custom-generated by a contractor. Cost schedules should be verified for accuracy by applying them to recently constructed improvements of known cost. Construction costs also should be updated before each assessment cycle.

The most difficult aspects of the cost approach are estimates of land value and accrued depreciation. These estimates must be based on non-cost data (primarily sales) and can involve considerable subjectivity. Land values used in the cost approach must be current and consistent. Often, they must be extracted from sales of improved property because sales of vacant land are scarce. Section 4.5 provides standards for land valuation in mass appraisal.

Depreciation schedules can be extracted from sales data in several ways. See *Mass Appraisal of Real Property* (Gloudemans 1999, chapter 4) or *Fundamentals of Mass Appraisal* (Gloudemans and Almy 2011, 189–192).

4.3 The Sales Comparison Approach

The sales comparison approach estimates the value of a subject property by statistically analyzing the sale prices of similar properties. This approach is usually the preferred approach for estimating values for residential and other property types with adequate sales.

Applications of the sales comparison approach include direct market models and comparable sales algorithms (see *Mass Appraisal of Real Property* [Gloudemans 1999, chapters 3 and 4], *Fundamentals of Mass Appraisal* [Gloudemans and Almy 2011, chapters 4 and 6], and the *Standard on Automated Valuation Models (AVMs)* [IAAO 2003]). Comparable sales algorithms are most akin to single-property appraisal applications of the sales comparison approach. They have the advantages of being familiar and easily explained and can compensate for less well-specified or calibrated models, because the models are used only to make adjustments to the selected comparables. They can be problematic if the selected comparables are not well validated or representative of market value. Because they predict market value directly, direct market models depend more heavily on careful model specification and calibration. Their advantages include efficiency and consistency, because the same model is directly applied against all properties in the model area.

Users of comparable sales algorithms should be aware that sales ratio statistics will be biased if sales used in the ratio study are used as comparables for themselves in model development. This problem can be avoided by (1) not using sales as comparables for themselves in modeling or (2) using holdout or later sales in ratio studies.

4.4 The Income Approach

In general, for income-producing properties, the income approach is the preferred valuation approach when reliable income and expense data are available, along with well-supported income multipliers, overall rates, and required rates of return on investment. Successful application of the income approach requires the collection, maintenance, and careful analysis of income and expense data.

Mass appraisal applications of the income approach begin with collecting and processing income and expense data. (These data should be expressed on an appropriate per-unit basis, such as per square foot or per apartment unit.) Appraisers should then compute normal or typical gross incomes, vacancy rates, net incomes, and expense ratios for various homogeneous strata of properties. These figures can be used to judge the reasonableness of reported data for individual parcels and to estimate income and expense figures for parcels with unreported data. Actual or

reported figures can be used as long as they reflect typical figures (or typical figures can be used for all properties).

Alternatively, models for estimating gross or net income and expense ratios can be developed by using actual income and expense data from a sample of properties and calibrated by using multiple regression analysis. For an introduction to income modeling, see *Mass Appraisal of Real Property* (Gloudemans 1999, chapter 3) or *Fundamentals of Mass Appraisal* (Gloudemans and Almy 2011, chapter 9). The developed income figures can be capitalized into estimates of value in a number of ways. The most direct method involves the application of gross income multipliers, which express the ratio of market value to gross income. At a more refined level, net income multipliers or their reciprocals, overall capitalization rates, can be developed and applied. Provided there are adequate sales, these multipliers and rates should be extracted from a comparison of actual or estimated incomes with sale prices (older income and sales data should be adjusted to the valuation date as appropriate). Income multipliers and overall rates developed in this manner tend to provide reliable, consistent, and readily supported valuations when good sales and income data are available. When adequate sales are not available, relevant publications and local market participants can be consulted.

4.5 Land Valuation

State or local laws may require the value of an improved parcel to be separated into land and improvement components. When the sales comparison or income approach is used, an independent estimate of land value can be made and subtracted from the total property value to obtain a residual improvement value. Some computerized valuation techniques provide a separation of total value into land and building components.

Land values should be reviewed annually. At least once every 4 to 6 years the properties should be physically inspected and revalued. The sales comparison approach is the primary approach to land valuation and is always preferred when sufficient sales are available. In the absence of adequate sales, other techniques that can be used in land appraisal include allocation, abstraction, anticipated use, capitalization of ground rents, and land residual capitalization. (See *Mass Appraisal of Real Property* [Gloudemans 1999, chapter 3] or *Fundamentals of Mass Appraisal* [Gloudemans and Almy 2011, 178–180].)

4.6 Considerations by Property Type

The appropriateness of each valuation approach varies with the type of property under consideration. Table 1 ranks the relative usefulness of the three approaches in the mass appraisal of major types of properties. The table assumes that there are no major statutory barriers to using all three approaches or to obtaining cost, sales, and income data. Although relying only on the single best approach for a given type of property can have advantages in terms of efficiency and consistency, the use of two or more approaches provides helpful cross-checks and flexibility and can thus produce greater accuracy, particularly for less typical properties.

Table 1. Rank of typical usefulness of the three approaches to value in the mass appraisal of major types of property

Type of Property	Cost Approach	Sales Comparison Approach	Income Approach
Single-family residential	2	1	3
Multifamily residential	3	1, 2	1, 2
Commercial	3	2	1
Industrial	1, 2	3	1, 2
Nonagricultural land	–	1	2
Agricultural[a]	–	2	1
Special-purpose[b]	1	2, 3	2, 3

[a] Includes farm, ranch, and forest properties.

[b] Includes institutional, governmental, and recreation properties.

4.6.1 Single-Family Residential Property

The sales comparison approach is the best approach for single-family residential property, including condominiums. Automated versions of this approach are highly efficient and generally accurate for the majority of these properties. The cost approach is a good supplemental approach and should serve as the primary approach when the sales data available are inadequate. The income approach is usually inappropriate for mass appraisal of single-family residential properties, because most of these properties are not rented.

4.6.2 Manufactured Housing

Manufactured or *mobile* homes can be valued in a number of ways depending on the local market and ownership status. Often mobile homes are purchased separately and situated on a rented space in a mobile home park. In this case the best strategy is to model the mobile homes separately from the land. At other times mobile homes are situated on individual lots and bought and sold similar to stick-built homes. Particularly in rural areas they may be intermixed with stick-built homes. In these cases, they can be modeled in a manner similar to that for other residential properties and included in the same models, as long as the model includes variables to distinguish them and recognize any relevant differences from other homes (e.g., mobile homes may appreciate at a rate different from that for stick-built homes).

4.6.3 Multifamily Residential Property

The sales comparison and income approaches are preferred in valuing multifamily residential property when sufficient sales and income data are available. Multiple regression analysis (MRA) and related techniques have been successfully used in valuing this property type. Where adequate sales are available, direct sales models can be used. MRA also can be used to calibrate different portions of the income approach, including the estimation of market rents and development of income multipliers or capitalization rates. As with other residential property, the cost approach is useful in providing supplemental valuations and can serve as the primary approach when good sales and income data are not available.

4.6.4 Commercial and Industrial Property

The income approach is the most appropriate method in valuing commercial and industrial property if sufficient income data are available. Direct sales comparison models can be equally effective in large jurisdictions with sufficient sales. When a sufficient supply of sales data and income data is not available, the cost approach should be

applied. However, values generated should be checked against available sales data. Cost factors, land values, and depreciation schedules must be kept current through periodic review.

4.6.5 Nonagricultural Land

The sales comparison approach is preferred for valuing nonagricultural land. Application of the sales comparison approach to vacant land involves the collection of sales data, the posting of sales data on maps, the calculation of standard unit values (such as value per square foot, per front foot, or per parcel) by area and type of land use, and the development of land valuation maps or computer-generated tables in which the pattern of values is displayed. When vacant land sales are not available or are few, additional benchmarks can be obtained by subtracting the replacement cost new less depreciation of improvements from the sale prices of improved parcels. The success of this technique requires reliable cost data and tends to work best for relatively new improvements, for which depreciation is minimal.

Another approach is a *hybrid* model decomposable into land and building values. Although these models can be calibrated from improved sales alone, separation of value between land and buildings is more reliable when both vacant and improved sales are available.

4.6.6 Agricultural Property

If adequate sales data are available and agricultural property is to be appraised at market value, the sales comparison approach is preferred. However, most states and provinces provide for the valuation of agricultural land at use value, making the sales comparison approach inappropriate for land for which market value exceeds use value. Thus, it is often imperative to obtain good income data and to use the income approach for agricultural land. Land rents are often available, sometimes permitting the development and application of overall capitalization rates. Many states and provinces have soil maps that assign land to different productivity classes for which typical rents can be developed. Cost tables can be used to value agricultural buildings.

4.6.7 Special-Purpose Property

The cost approach tends to be most appropriate in the appraisal of special-purpose properties, because of the distinctive nature of such properties and the general absence of adequate sales or income data.

4.7 Value Reconciliation

When more than one approach or model is used for a given property group, the appraiser must determine which to use or emphasize. Often this can be done by comparing ratio study statistics. Although there are advantages to being consistent, sometimes an alternative approach or method is more reliable for special situations and atypical properties. CAMA systems should allow users to document the approach or method being used for each property.

4.8 Frequency of Reappraisals

Section 4.2.2 of the *Standard on Property Tax Policy* (IAAO 2010) states that current market value implies annual assessment of all property. Annual assessment does not necessarily mean, however, that each property must be re-examined each year. Instead, models can be recalibrated, or market adjustment factors derived from ratio studies or other market analyses applied based on criteria such as property type, location, size, and age.

Analysis of ratio study data can suggest groups or strata of properties in greatest need of physical review. In general, market adjustments can be highly effective in maintaining equity when appraisals are uniform within strata and recalibration can provide even greater accuracy. However, only physical reviews can correct data errors and, as stated in Sections 3.3.4 and 3.3.5, property characteristics data should be reviewed and updated at least every 4 to 6 years. This can be accomplished in at least three ways:

- Reinspecting all property at periodic intervals (i.e., every 4 to 6 years)
- Reinspecting properties on a cyclical basis (e.g., one-fourth or one-sixth each year)
- Reinspecting properties on a priority basis as indicated by ratio studies or other considerations while still ensuring that all properties are examined at least every sixth year

5. Model Testing, Quality Assurance, and Value Defense

Mass appraisal allows for model testing and quality assurance measures that provide feedback on the reliability of valuation models and the overall accuracy of estimated values. Modelers and assessors must be familiar with these diagnostics so they can evaluate valuation performance properly and make improvements where needed.

5.1 Model Diagnostics

Modeling software contains various statistical measures that provide feedback on model performance and accuracy. MRA software contains multiple sets of diagnostic tools, some of which relate to the overall predictive accuracy of the model and some of which relate to the relative importance and statistical reliability of individual variables in the model. Modelers must understand these measures and ensure that final models not only make appraisal sense but also are statistically sound.

5.2 Sales Ratio Analyses

Regardless of how values were generated, sales ratio studies provide objective, bottom-line indicators of assessment performance. The IAAO literature contains extensive discussions of this important topic, and the *Standard on Ratio Studies* (2013) provides guidance for conducting a proper study. It also presents standards for key ratio statistics relating to the two primary aspects of assessment performance: level and uniformity. The following discussion summarizes these standards and describes how the assessor can use sales ratio metrics to help ensure accurate, uniform values.

5.2.1 Assessment Level

Assessment level relates to the overall or general level of assessment of a jurisdiction and various property classes, strata, and groups within the jurisdiction. Each group must be assessed at market value as required by professional standards and applicable statutes, rules, and related requirements. The three common measures of central tendency in ratio studies are the median, mean, and weighted mean. The *Standard on Ratio Studies* (2013) stipulates that the median ratio should be between 0.90 and 1.10 and provides criteria for determining whether it can be concluded that the standard has not been achieved for a property group. Current, up-to-date valuation models, schedules, and tables help ensure that assessment levels meet required standards, and values can be statistically adjusted between full reappraisals or model recalibrations to ensure compliance.

5.2.2 Assessment Uniformity

Assessment uniformity relates to the consistency and equity of values. Uniformity has several aspects, the first of which relates to consistency in assessment levels between property groups. It is important to ensure, for example, that residential and commercial properties are appraised at similar percentages of market value (regardless of the legal assessment ratios that may then be applied) and that residential assessment levels are consistent among neighborhoods, construction classes, age groups, and size groups. Consistency among property groups can be evaluated by comparing measures of central tendency calculated for each group.

Various graphs can also be used for this purpose. The *Standard on Ratio Studies* (IAAO 2013) stipulates that the level of appraisal for each major group of properties should be within 5 percent of the overall level for the jurisdiction and provides criteria for determining whether it can be concluded from ratio data that the standard has not been met.
Another aspect of uniformity relates to the consistency of assessment levels within property groups. There are several such measures, the preeminent of which is the coefficient of dispersion (COD), which represents the average percentage deviation from the median ratio. The lower the COD, the more uniform the ratios within the property group. In addition, uniformity can be viewed spatially by plotting sales ratios on thematic maps.

The *Standard on Ratio Studies* (IAAO 2013) provides the following standards for the COD:

- Single-family homes and condominiums: CODs of 5 to 10 for newer or fairly similar residences and 5 to 15 for older or more heterogeneous areas
- Income-producing properties: CODs of 5 to 15 in larger, urban areas and 5 to 20 in other areas
- Vacant land: CODs of 5 to 20 in urban areas and 5 to 25 in rural or seasonal recreation areas
- Rural residential, seasonal, and manufactured homes: CODs of 5 to 20.

The entire appraisal staff must be aware of and monitor compliance with these standards and take corrective action where necessary. Poor uniformity within a property group is usually indicative of data problems or deficient valuation procedures or tables and cannot be corrected by application of market adjustment factors.

A final aspect of assessment uniformity relates to equity between low- and high-value properties. Although there are statistical subtleties that can bias evaluation of price-related uniformity, the IAAO literature (see particularly *Fundamentals of Mass Appraisal* [Gloudemans and Almy 2011, 385–392 and Appendix B] and the *Standard on Ratio Studies* [IAAO 2013]) provides guidance and relevant measures, namely, the price-related differential (PRD) and coefficient of price-related bias (PRB).

The PRD provides a simple gauge of price-related bias. The *Standard on Ratio Studies* (IAAO 2013) calls for PRDs of 0.98 to 1.03. PRDs below 0.98 tend to indicate assessment progressivity, the condition in which assessment ratios increase with price. PRDs above 1.03 tend to indicate assessment regressivity, in which assessment ratios decline with price.
The PRB indicates the percentage by which assessment ratios change whenever values double or are halved. For example, a PRB of −0.03 would mean that assessment levels fall by 3 percent when value doubles. The *Standard on Ratio Studies* calls for PRBs of −0.05 to +0.05 and regards PRBs outside the range of −0.10 to +0.10 as unacceptable.

Because price is observable only for sale properties, there is no easy correction for the PRB, which is usually due to problems in valuation models and schedules. Sometimes other ratio study diagnostics will provide clues. For example, high ratios for lower construction classes may indicate that base rates should be reduced for those classes, which should in turn improve assessment ratios for low-value properties.

5.3 Holdout Samples

Holdout samples are validated sales that are not used in valuation but instead are used to test valuation performance. Holdout samples should be randomly selected with a view to obtaining an adequate sample while ensuring that the number of sales available for valuation will provide reliable results for the range of properties that must be valued (holdout samples of 10 to 20 percent are typical). If too few sales are available, later sales can be validated and used for the same purpose. (For a method of using sales both to develop and test valuation models, see "The Use of Cross-validation in CAMA Modeling to Get the Most Out of Sales" (Jensen 2011).
Since they were not used in valuation, holdout samples can provide more objective measures of valuation performance. This can be particularly important when values are not based on a common algorithm as cost and MRA models are. Manually assigning land values, for example, might produce sales ratio statistics that appear excellent but are not representative of broader performance for both sold and unsold properties. Comparable sales models that value a sold property using the sale of a property as a comparable for itself can produce quite different results when tested on a holdout group.
When a new valuation approach or technique is used for the first time, holdout sales can be helpful in validating use of the new method. In general, however, holdout samples are unnecessary as long as valuation models are based on common algorithms and schedules and the value assigned to a sale property is not a function of its price. Properly validated later sales can provide follow-up performance indicators without compromising the number of sales available for valuation.

5.4 Documentation

Valuation procedures and models should be documented. Appraisal staff should have at least a general understanding of how the models work and the various rates and adjustments made by the models. Cost manuals should be current and contain the rates and adjustments used to value improvements by the cost approach. Similarly, land values should be supported by tables of rates and adjustments for features such as water frontage, traffic, and other relevant influences. MRA models and other sales comparison algorithms should document final equations and should be reproducible, so that rerunning the model produces the same value. Schedules of rental rates, vacancy rates, expense ratios, income multipliers, and capitalization rates should document how values based on the income approach were derived.
It can be particularly helpful to prepare a manual, booklet, or report for each major property type that provides a narrative summary of the valuation approach and methodology and contains at least the more common rates and adjustments. Examples of how values were computed for sample properties can be particularly helpful. The manuals serve as a resource for current staff and can be helpful in training new staff or explaining the valuation process to other interested parties. Once prepared, the documents should be updated when valuation schedules change or methods and calculation procedures are revised.

5.5 Value Defense

The assessment office staff must have confidence in the appraisals and be able to explain and defend them. This confidence begins with application of reliable appraisal techniques, generation of appropriate valuation reports, and review of preliminary values. It may be helpful to have reports that list each parcel, its characteristics, and its calculated value. Parcels with unusual characteristics, extreme values, or extreme changes in values should be identified for subsequent individual review. Equally important, summary reports should show average values, value changes, and ratio study statistics for various strata of properties. These should be reviewed to ensure the overall consistency of values for various types of property and various locations. (See the *Uniform Standards of Professional Appraisal Practice*, Standards Rule 6-7, for reporting requirements for mass appraisals [The Appraisal Foundation 2012–2013].)

The staff should also be prepared to support individual valuations as required, preferably through comparable sales. At a minimum, staff should be able to produce a property record and explain the basic

approach (cost, sales comparison, or income) used to estimate the value of the property. A property owner should never be told simply that "the computer" or "the system" produced the appraisal. In general, the staff should tailor the explanation to the taxpayer's knowledge and expertise. Equations converted to tabular form can be used to explain the basis for valuation. In all cases, the assessment office staff should be able to produce sales or appraisals of similar properties in order to support (or at least explain) the valuation of the property in question. Comparable sales can be obtained from reports that list sales by such features as type of property, area, size, and age. Alternatively, interactive programs can be obtained or developed that identify and display the most comparable properties.

Assessors should notify property owners of their valuations in sufficient time for property owners to discuss their appraisals with the assessor and appeal the value if they choose to do so (see the *Standard on Public Relations* [IAAO 2011]). Statutes should provide for a formal appeals process beyond the assessor's level (see the *Standard on Assessment Appeal* [IAAO 2016a]).

6. Managerial and Space Considerations

6.1 Overview

Mass appraisal requires staff, technical, and other resources. This section discusses certain key managerial and facilities considerations.

6.2 Staffing and Space

A successful in-house appraisal program requires trained staff and adequate facilities in which to work and meet with the public.

6.2.1 Staffing

Staff should comprise persons skilled in general administration, supervision, appraisal, mapping, data processing, ~~and secretarial~~ and clerical functions. Typical staffing sizes and patterns for jurisdictions of various sizes are illustrated in *Fundamentals of Mass Appraisal* (Gloudemans and Almy 2011, 22–25). Staffing needs can vary significantly based on factors such as frequency of reassessments.

6.2.2 Space Considerations

The following minimum space standards are suggested for managerial, supervisory, and support staff:

- *Chief assessing officer (e.g., Assessor, director)*—a private office, enclosed by walls or windows extending to the ceiling, of 200 square feet (18 to 19 square meters)
- *Management position (e.g., chief deputy assessor, head of a division in a large jurisdiction, and so on)*—a private office, enclosed by walls or windows extending to the ceiling, of 170 square feet (15 to 16 square meters)
- *Supervisory position (head of a section, unit, or team of appraisers, mappers, analysts, technicians, or clerks)*—a private office or partitioned space of 150 square feet (14 square meters)
- *Appraisers and technical staff*—private offices or at least partitioned, quiet work areas of 50 to 100 square feet (5 to 10 square meters), not including aisle and file space, with a desk and chair
- *Support staff*—adequate workspace, open or partitioned, to promote intended work functions and access.

In addition, there should be adequate space for

- File storage and access
- Training and meetings
- Mapping and drafting
- Public service areas
- Printing and photocopy equipment
- Library facilities.

6.3 Data Processing Support

CAMAs require considerable data processing support.

6.3.1 Hardware

The hardware should be powerful enough to support applications of the cost, sales comparison, and income approaches, as well as data maintenance and other routine operations. Data downloading, mass calculations, GIS applications, and Web support tend to be the most computer-intensive operations. Processing speed and efficiency requirements should be established before hardware acquisition. Computer equipment can be purchased, leased, rented, or shared with other jurisdictions. If the purchase option is chosen, the equipment should be easy to upgrade to take advantage of technological developments without purchasing an entirely new system.

6.3.2 Software

CAMA software can be developed internally, adapted from software developed by other public agencies, or purchased (in whole or in part) from private vendors. (Inevitably there will be some tailoring needed to adapt externally developed software to the requirements of the user's environment.) Each alternative has advantages and disadvantages. The software should be designed so that it can be easily modified; it should also be well documented, at both the appraiser/user and programmer levels.

CAMA software works in conjunction with various general-purpose software, typically including word processing, spreadsheet, statistical, and GIS programs. These programs and applications must be able to share data and work together cohesively.

Security measures should exist to prevent unauthorized use and to provide backup in the event of accidental loss or destruction of data.

6.3.2.1 Custom Software

Custom software is designed to perform specific tasks, identified by the jurisdiction, and can be specifically tailored to the user's requirements. The data screens and processing logic can often be customized to reflect actual or desired practices, and the prompts and help information can be tailored to reflect local terminology and convention.

After completing the purchase or license requirements, the jurisdiction should retain access to the program source code, so other programmers are able to modify the program to reflect changing requirements.

The major disadvantages of custom software are the time and expense of writing, testing, and updating. Particular attention must be paid to ensuring that user requirements are clearly conveyed to programmers and reflected in the end product, which should not be accepted until proper testing has been completed. Future modifications to programs, even those of a minor nature, can involve system administrator approval and can be a time-consuming, costly, and rigorous job. (See *Standard on Contracting for Assessment Services* [IAAO 2008].)

6.3.2.2 Generic Software

An alternative to custom software is generic software, of which there are two major types: vertical software, which is written for a specific industry, and horizontal software, which is written for particular applications regardless of industry. Examples of the latter include database, spreadsheet, word processing, and statistical software. Although the actual instruction code within these programs cannot be modified, they typically permit the user to create a variety of customized

templates, files, and documents that can be processed. These are often referred to as commercial off-the-shelf software (COTS) packages.

Generic vertical software usually requires modification to fit a jurisdiction's specific needs. In considering generic software, the assessor should determine

- System requirements
- The extent to which the software meets the agency's needs
- A timetable for implementation
- How modifications will be accomplished
- The level of vendor support
- Whether the source code can be obtained.

(See Standard on Contracting for Assessment Services [IAAO 2008].)

Horizontal generic software is more flexible, permitting the user to define file structures, relational table layout, input and output procedures, including form or format, and reports. Assessment offices with expertise in such software (which does not imply a knowledge of programming) can adapt it for

- Property (data) file maintenance
- Market research and analysis
- Valuation modeling and processing
- Many other aspects of assessment operations.

Horizontal generic software is inexpensive and flexible. However, it requires considerable customization to adapt it to local requirements. Provisions should be made for a sustainable process that is not overly dependent on a single person or resource.

6.4 Contracting for Appraisal Services

Reappraisal contracts can include mapping, data collection, data processing, and other services, as well as valuation. They offer the potential of acquiring professional skills and resources quickly. These skills and resources often are not available internally. Contracting for these services not only can allow the jurisdiction to maintain a modest staff and to budget for reappraisal on a periodic basis, but also makes the assessor less likely to develop in-house expertise. (See the *Standard on Contracting for Assessment Services* [IAAO 2008].)

6.5 Benefit-Cost Considerations

6.5.1 Overview

The object of mass appraisal is to produce equitable valuations at low costs. Improvements in equity often require increased expenditures.

Benefit-cost analysis in mass appraisal involves two major issues: policy and administration.

6.5.2 Policy Issues

An assessment jurisdiction requires a certain expenditure level simply to inventory, list, and value properties. Beyond that point, additional expenditures make possible rapid improvements in equity initially, but marginal improvements in equity diminish as expenditures increase. At a minimum, jurisdictions should budget to meet statutory requirements and the performance standards contained in the *Standard on Ratio Studies* (IAAO 2013) and summarized in Section 5.2.

6.5.3 Administrative Issues

Maximizing equity per dollar of expenditure is the primary responsibility of assessment administration. To maximize productivity, the assessor and managerial staff must effectively plan, budget, organize, and control operations and provide leadership. This must be accomplished within the office's legal, fiscal, economic, and social environment and constraints (Eckert, Gloudemans, and Kenyon 1990, chapter 16).

7. Reference Materials

Reference materials are needed in an assessment office to promote compliance with laws and regulations, uniformity in operations and procedures, and adherence to generally accepted assessment principles and practices.

7.1 Standards of Practice

The standards of practice may incorporate or be contained in laws, regulations, policy memoranda, procedural manuals, appraisal manuals and schedules, standard treatises on property appraisal and taxation (see section 6.2). Written standards of practice should address areas such as personal conduct, collection of property data, coding of information for data processing. The amount of detail will vary with the nature of the operation and the size of the office.

7.2 Professional Library

Every assessment office should have access to a comprehensive professional library that contains the information staff needs. A resource library may be digital or physical and should include the following:

- Property tax laws and regulations
- IAAO standards
- Historical resources
- Current periodicals
- Manuals and schedules
- Equipment manuals and software documentation.

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Residential Square Footage Guidelines

North Carolina Real Estate Commission

NORTH CAROLINA REAL ESTATE COMMISSION

P.O. BOX 17100 • RALEIGH, NORTH CAROLINA 27619-7100
PHONE 919/875-3700 • WEB SITE: WWW.NCREC.GOV
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Introduction

It is often said that the three most important factors in making a home buying decision are "location," "location," and "location." Other than "location," the single most-important factor is probably the size or "square footage" of the home. Not only is it an indicator of whether a particular home will meet a homebuyer's space needs, but it also affords a convenient (though not always accurate) method for the buyer to estimate the value of the home and compare it to other properties.

Although real estate agents are not required by the Real Estate License Law or Real Estate Commission rules to report the square footage of properties offered for sale (or rent), when they do report square footage, it is essential that the information they give prospective purchasers (or tenants) be accurate. At a minimum, information concerning square footage should include the amount of *living area* in the dwelling. The following guidelines and accompanying illustrations are designed to assist real estate brokers in measuring, calculating and reporting (both orally and in writing) the *living area* contained in detached and attached single-family residential buildings. When reporting square footage, real estate agents should carefully follow these *Guidelines* or any other standards that are comparable to them, including those approved by the American National Standards Institute, Inc. (ANSI) which are recognized by the North Carolina Real Estate Commission as comparable standards.* Agents should be prepared to identify, when requested, the standard used.

* The following materials were consulted in the development of these *Guidelines*: The *American National Standard for Single-Family Residential Buildings; Square Footage-Method for Calculating* approved by the American National Standards Institute, Inc.; *House Measuring & Square Footage* published by the Carolina Multiple Listing Services, Inc.; and materials compiled by Bart T. Bryson, MAI, SRA, Mary L. D'Angelo, and Everett "Vic" Knight.

Real estate appraisers and lenders generally adhere to more detailed criteria in arriving at the *living area* or "gross living area" of residential dwellings. This normally includes distinguishing "above-grade" from "below-grade" areas, which is also required by many multiple listing services. "Above-Grade" is defined as space on any level of a dwelling which has *living area* and no earth adjacent to any exterior wall on that level. "Below-Grade" is space on any level which has *living area*, is accessible by interior stairs, and has earth adjacent to any exterior wall on that level. If earth is adjacent to any portion of a wall, the entire level is considered "below-grade." Space that is "at" or "on grade" is considered "above-grade."

While real estate agents are encouraged to provide the most complete information available about properties offered for sale, the *Guidelines* recognize that the separate reporting of "above-grade" and "below-grade" area can be impractical in the advertising and marketing of homes. For this reason, *real estate agents are permitted under these Guidelines to report square footage of the dwelling as the total "living area"* without a separate distinction between "above-grade" and "below-grade" areas. However, to help avoid confusion and concern, agents should alert purchasers and sellers that the appraisal report may reflect differences in the way *living area* is defined and described by the lender, appraiser, and the *North Carolina Building Code* which could affect the amount of *living area* reported.

Living Area Criteria

Living area (sometimes referred to as "heated living area" or "heated square footage") is space that is intended for human occupancy and is:

1. *Heated* by a conventional heating system or systems (forced air, radiant, solar, etc.) that are permanently installed in the dwelling — not a portable heater or fireplace — which generates heat sufficient to make the space suitable for year-round occupancy;

2. *Finished*, with walls, floors and ceilings of materials generally accepted for interior construction (e.g., painted drywall/ sheet rock or panelled walls, carpeted or hardwood flooring, etc.) and with a ceiling height of at least seven feet, except under beams, ducts, etc. where the height must be at least six feet four inches *[Note: In rooms with sloped ceilings (e.g., finished attics, bonus rooms, etc.) you may also include as living area the portion of the room with a ceiling height of at least five feet if at least one-half of the finished area of the room has a ceiling height of at least seven feet.]*; and

3. *Directly accessible from other living area* (through a door or by a heated hallway or stairway).

Determining whether an area is considered *living area* can sometimes be confusing. Finished rooms used for general living (living room, dining room, kitchen, den, bedrooms, etc.) are normally included in *living area*. For other areas in the dwelling, the determination may not be so easy. *For example, the following areas are considered* ***living area*** *if they meet the criteria (i.e., heated, finished, directly accessible from living area):*

• *Attic*, but note in the listing data that the space is located in an attic (Fig. 2). *[Note: If the ceiling is sloped, remember to apply the "ceiling height" criteria.]*

• *Basement (or "Below-Grade")*, but note in the listing data that the space is located in a basement or "below-grade" (Fig. 1). *[Note: For reporting purposes, a "basement" is defined as an area below the entry level of the dwelling which is accessible by a **full** flight of stairs and has earth adjacent to some portion of at least one wall above the floor level. A full flight of stairs is a flight of stairs connecting two main floors where the ceiling height for the lower floor is at least seven (7) feet, except where ductwork provides clearance of at least 6'4".] (See illustration in Figure 1, page 8.)*

• *Bay Window*, if it has a floor, a ceiling height of at least seven feet, and otherwise meets the criteria for *living area* (Fig. 2).

• *Bonus Room (e.g., Finished Room over Garage)* (Fig. 3). *[Note: If the ceiling is sloped, remember to apply the "ceiling height" criteria.]*

• *Breezeway* (enclosed).

• *Chimney*, if the chimney base is inside *living area*. If the chimney base is outside the *living area* but the hearth is in the *living area*, include the hearth in the *living area* but not the chimney base (Fig. 1).

• *Closets*, if they are a functional part of the *living area*.

• *Dormers* (Fig. 6).

• *Furnace (Mechanical) Room* Also, in order to avoid excessive detail, if the furnace, water heater, etc. is located in a small closet in the *living area*, include it in *living area* even if it does not meet other *living area* criteria (Fig. 4).

• *Hallways*, if they are a functional part of the *living area*.

• *Laundry Room/Area* (Fig. 6).

• *Office* (Fig. 1).

• *Stairs*, if they meet the criteria and connect to *living area* (Fig. 1, 2, 3, 4, 5, 6). Include the stairway with the area from which it descends, **not to exceed the area of the opening in the floor**. If the opening for the stairway exceeds the length and width of the stairway, deduct the excess open space from the upper level area. Include as part of the lower level area the space beneath the stairway, regardless of its ceiling height.

• *Storage Room* (Fig. 6).

Other Area

Note in the listing data and advise purchasers of any space that does not meet the criteria for *living area* but which contributes to the value of the dwelling; for example, unfinished basements, unfinished attics (with permanent stairs), unfinished bonus rooms and other unfinished rooms. Decks, balconies, porches, garages and carports should not be included in any category of finished or unfinished area.

Helpful Hints

Concealed in the walls of nearly all residential construction are pipes, ducts, chases, returns, etc. necessary to support the structure's mechanical systems.

Although they may occupy *living area*, to avoid excessive detail, do **not** deduct the space from the *living area*.

When measuring and reporting the *living area* of homes, be alert to any remodeling, room additions (e.g., an enclosed porch) or other structural modifications to assure that the space meets all the criteria for *living area*. **Pay particular attention to the heating criteria, because the heating system for the original structure may not be adequate for the increased square footage.** Although agents are not required to determine the adequacy of heating systems, they should at least note whether there are heat vents, radiators or other heat outlets in the room before deciding whether to include space as *living area*.

The square footage of unpermitted additions or improvements must be separately identified when making representations concerning square footage and brokers must inform prospective purchasers that there is no permit for the addition.

When an area that is not part of the *living area* (e.g., a garage) shares a common wall with the *living area*, treat the common wall as the exterior wall for the *living area*; therefore, the measurements for the living area will include the thickness of the common wall, and the measurements for the other area will not.

Interior space that is open from the floor of one level to the ceiling of the next higher level is included in the square footage for the lower level only. However, any area occupied by interior balconies, lofts, etc. on the upper level or stairs that extend to the upper level is included in the square footage for the upper level.

Measuring

The amount of *living area* and "other area" in dwellings is based upon **exterior measurements** except for condominiums, which use interior measurements. A one-hundred-foot-long tape measure is recommended for use in measuring the exterior of dwellings, and a thirty-foot retractable tape for measuring interior and hard-to-reach spaces. A tape measure that indicates linear footage in "tenths of a foot" will greatly simplify your calculations. For best results, take a partner to assist you in measuring. But if you do not have someone to assist you, a screwdriver or other sharp tool can be used to secure the beginning end of the tape measure to the ground.

Begin at one corner of the dwelling and proceed with measuring each exterior wall. Double-check each measurement. **Round off your measurements to the nearest inch** (or tenth-of-a-foot if your tape indicates footage in that manner). Make a sketch of the structure. Write down each measurement as you go, and record it on your sketch. A clipboard and graph paper are helpful in sketching the dwelling and recording the measurements. You may also use electronic devices to create sketches. Be sure to print the electronic sketches for your records or save them in a manner that will enable you to print them for at least three years. Measure *living area* and "other area," but identify them separately on your sketch. Look for offsets (portions of walls that "jut out"), and adjust for any "overlap" of exterior walls (Fig. 3) or "overhang" in upper levels (Fig. 5).

When you cannot measure an exterior surface (such as in the case of attics

and below-grade areas), measure the perimeter walls of the area from the inside of the dwelling. Remember to add **six inches** for each exterior wall and interior wall that you encounter in order to arrive at the exterior dimensions (Fig. 2, 3, 4, 6).

Measure all sides of the dwelling, making sure that the overall lengths of the front and rear sides are equal, as well as the ends. Then inspect the interior of the dwelling to identify spaces which cannot be included in *living area*. You may also find it helpful to take several photographs of the dwelling for later use when you return to your office.

Calculating Square Footage

From your sketch of the dwelling, identify and separate *living area* from "other area." If your measurements are in inches (rather than tenths-of-a-foot), convert your figures to a decimal as follows:

1" = .10 ft.	7" = .60 ft.
2" = .20 ft.	8" = .70 ft.
3" = .25 ft.	9" = .75 ft.
4" = .30 ft.	10" = .80 ft.
5" = .40 ft.	11" = .90 ft.
6" = .50 ft.	12" = 1.00 ft.

Calculate the *living area* (and other area) by multiplying the length times the width of each rectangular space. Then add your subtotals and round off your figure for total square footage to the nearest **square foot**. Double-check your calculations. When in doubt, re-check them and, if necessary, re-measure the house.

Attached Dwellings

If there is a common wall (i.e., a wall separating the subject property from an adjecent property), measure to the inside surface of the wall and add **six inches**. *[Note: In the case of condominiums, measure from inside surface to inside surface of the exterior walls. Do not include the thickness of exterior or common walls.]* Do not include any "common areas" (exterior hallways, stairways, etc.) in your calculations.

Proposed Construction

For proposed construction, your square footage calculations will be based upon dimensions described in blueprints and building plans. When reporting the projected square footage, be careful to disclose that you have calculated the square footage based upon plan dimensions. The square footage may differ in the completed structure. Once the structure is completed, do not rely on any calculations printed on the plans. The broker should measure and report the actual square footage of the completed structure.

Agents' Responsibility

Real estate agents are expected to be able to accurately calculate the square footage of most dwellings. When reporting square footage, whether to a party to a real estate transaction, another real estate agent, or others, a real estate agent is expected to provide accurate square footage information that was compiled using these *Guidelines* or comparable standards. While an agent is expected to use reasonable skill, care and diligence when calculating square footage, it should be noted that the

Commission does not expect absolute perfection. Because all properties are unique and no guidelines can anticipate every possibility, minor discrepancies in deriving square footage are not considered by the Commission to constitute negligence on the part of the agent. Minor variations in tape readings and small differences in rounding off or conversion from inches to decimals, when multiplied over distances, will cause reasonable discrepancies between two competent measurements of the same dwelling. In addition to differences due to minor variations in measurement and calculation, discrepancies between measurements may also be attributable to reasonable differences in interpretation. For instance, two agents might reasonably differ about whether an addition to a dwelling is sufficiently finished under these *Guidelines* to be included within the measured living area. Differences which are based upon an agent's thoughtful judgment reasonably founded on these or other similar guidelines will not be considered by the Commission to constitute error on the agent's part. Deviations in calculated square footage of less than five percent will seldom be cause for concern unless a broker intentionally overstates the square footage.

As a general rule, the most reliable way for an agent to obtain accurate square footage data is by personally measuring the dwelling unit and calculating the square footage. It is especially recommended that *listing agents* use this approach for dwellings that are not particularly unusual or complex in their design.

As an alternative to personally measuring a dwelling and calculating its square footage, an agent may rely on the square footage reported by other persons when it is reasonable under the circumstances to do so. Generally speaking, an agent working with a buyer (either as a buyer's agent or as a seller's agent) may rely on the listing agent's square footage representations except in those unusual instances when there is an error in the reported square footage that should be obvious to a reasonably prudent agent. For example, a buyer's agent would not be expected to notice that a house advertised as containing 2200 square feet of living area in fact contained only 2000 square feet. On the other hand, that same agent, under most circumstances, would be expected to realize that a house described as containing 3200 square feet really contained only 2300 square feet of living area. If there is such a "red flag" regarding the reported square footage, the agent working with the buyer should promptly point out the suspected error to the buyer and the listing agent. The listing agent should then verify the square footage and correct any error in the information reported.

It is also appropriate for an agent to rely upon measurements and calculations performed by other professionals with greater expertise in determining square footage. A new agent who may be unsure of his or her own calculations should seek guidance from a more experienced agent. As the new agent gains experience and confidence, he or she will become less reliant on the assistance of others. In order to ensure accuracy of the square footage they report, even experienced agents may wish to rely upon a competent state-licensed or state-certified appraiser or another agent with greater expertise in determining

square footage. For example, an agent might be confronted with an unusual measurement problem or a dwelling of complex design. The house described in Figure 8 in these *Guidelines* is such a property. When an agent relies upon measurements and calculations personally performed by a competent appraiser or a more expert agent, the appraiser or agent must use these *Guidelines* or other comparable standards and the square footage reported **must be specifically determined in connection with the current transaction**. An agent who relies on another's measurement would still be expected to recognize an obvious error in the reported square footage and to alert any interested parties.

Some sources of square footage information are by their very nature unreliable. For example, an agent should **not** rely on square footage information determined by the property owner or included in property tax records. An agent should also **not** rely on square footage information included in a listing, appraisal report or survey prepared in connection with an earlier transaction.

In areas where the prevailing practice is to report square footage in the advertising and marketing of homes, agents whose policy is **not** to calculate and report square footage must disclose this fact to prospective buyer and seller clients before entering into agency agreements with them.

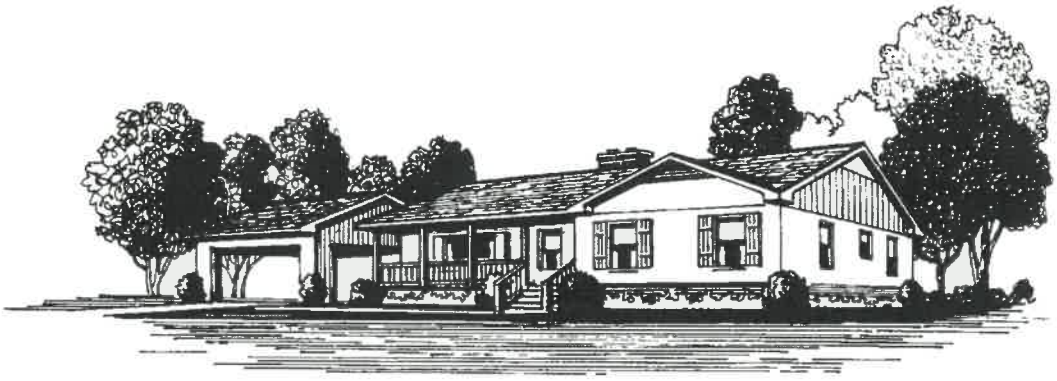
Brokers must retain for at least three years all sketches, calculations, photos and other documentation used and/or relied upon to determine square footage.

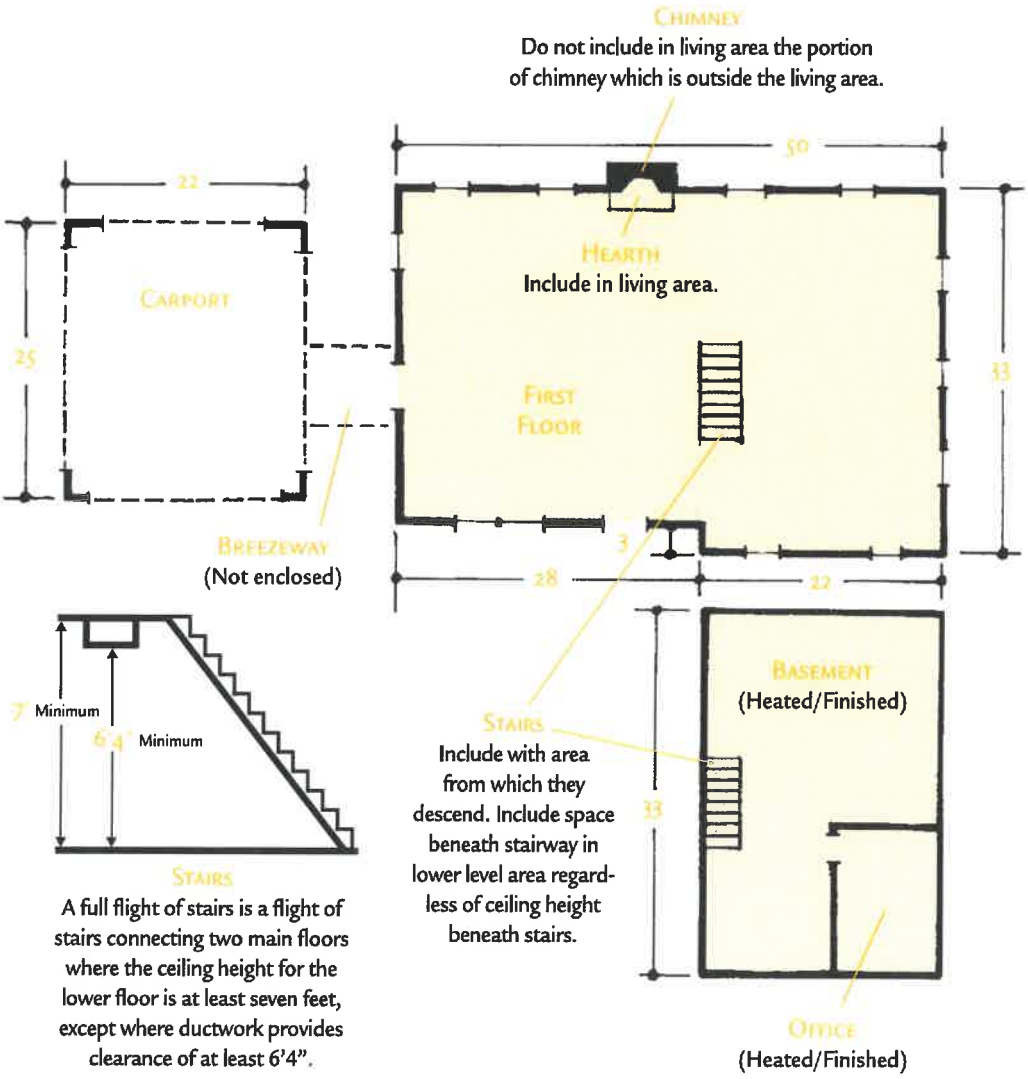
Illustrations

For assistance in calculating and reporting the area of homes, refer to the following illustrations showing the *living area* shaded. To test your knowledge, an illustration and blank "Worksheet" for a home with a more challenging floor plan has also been included. (A completed "Worksheet" for the Practice Floor Plan can be found on page 25.) In reviewing the illustrations, assume that for those homes with basements, attics, etc., the exterior measurements shown have been derived from interior measurements taking into account walls and partitions *(see page 4)*. Where there is a common wall between *living area* and other area *(see page 4)*, the measurements shown in the illustrations include the thickness of the common wall in *living area* except in the condominium example where wall thickness is not included.

One Story With Basement and Carport

(Figure 1)





One Story With Basement and Carport Worksheet

Living Area			
Area	Dimensions	Subtotal	Total
1st Floor	50 x 30	1,500	
	3 x 22	+ 66	1,566
Basement	22 x 33		726
Total			2,292

Dimensions of carports, decks, storage sheds, garages, etc., can be included in MLS and other advertising, but cannot be included in the living area.

Report: One-story detached house with 2,292 square feet of living area of which 726 square feet are in a finished basement.

Two Story With Open Foyer and Finished Attic

(Figure 2)

Attic

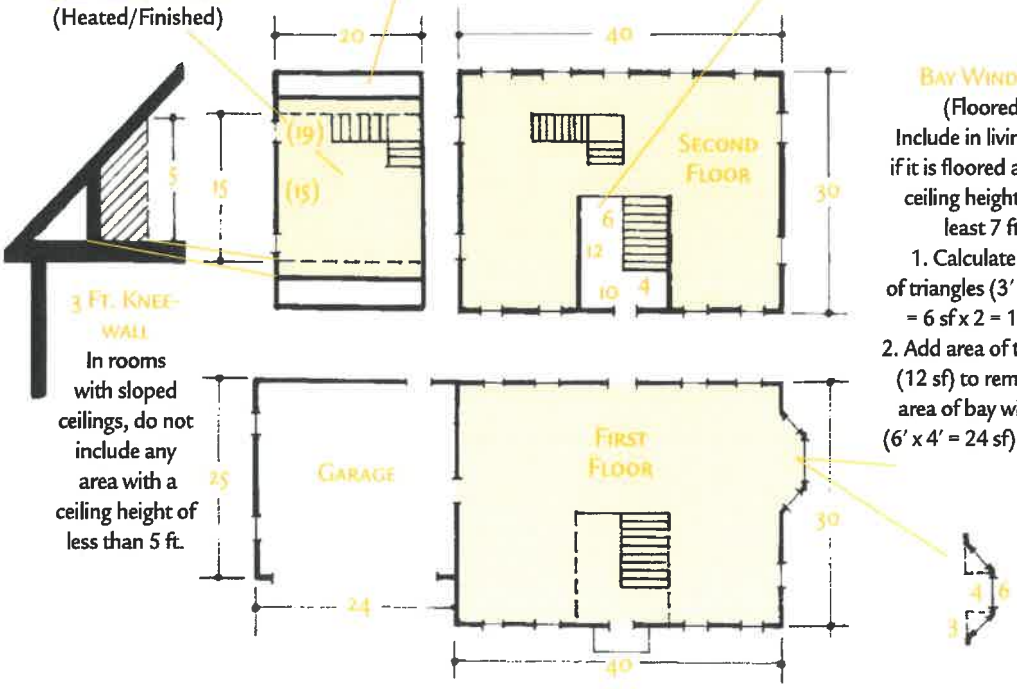
Add 1 ft. (6" for each exterior side wall) to inside measurements. Thus, 19' inside measurement equals 20' exterior measurement. In this example, do NOT add for front and rear walls since the allowable square footage (5' ceiling height) does not extend to the kneewalls.

Stairway with Open Area

1. Calculate area of open space (10' x 12' = 120 sf).
2. Subtract from second floor area (1,200-120=1,080 sf).
3. Add stairway (6' x 4' = 24 + 1,080 = 1,104 sf).

3rd Floor Attic

(Heated/Finished)



3 Ft. Kneewall

In rooms with sloped ceilings, do not include any area with a ceiling height of less than 5 ft.

Bay Window

(Floored)

Include in living area if it is floored and has ceiling height of at least 7 ft.

1. Calculate area of triangles (3' x 4' ÷ 2 = 6 sf x 2 = 12 sf).
2. Add area of triangles (12 sf) to remaining area of bay window (6' x 4' = 24 sf) = 36 sf.

Two Story With Open Foyer and Finished Attic Worksheet

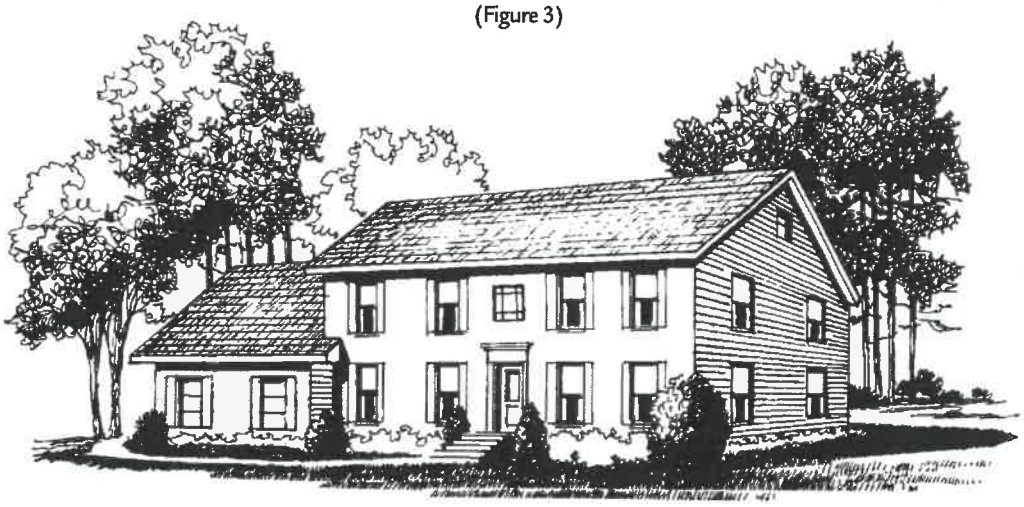
Living Area			
Area	Dimensions	Subtotal	Total
1st Floor	40 x 30	1,200	
Bay Window	See previous pg.	36	1,236
2nd Floor	40 x 30	1,200	
Opening around stairs	– 10 x 12	– 120	
	4 x 6	+ 24	1,104
Fin. Attic	20 x 15		300
Total			2,640

Dimensions of carports, decks, storage sheds, garages, etc., can be included in MLS and other advertising, but cannot be included in the living area.

Report: Two-story detached house with 2,640 square feet of living area of which 300 square feet are in a finished attic.

Two Story With "Bonus Room" Over Garage

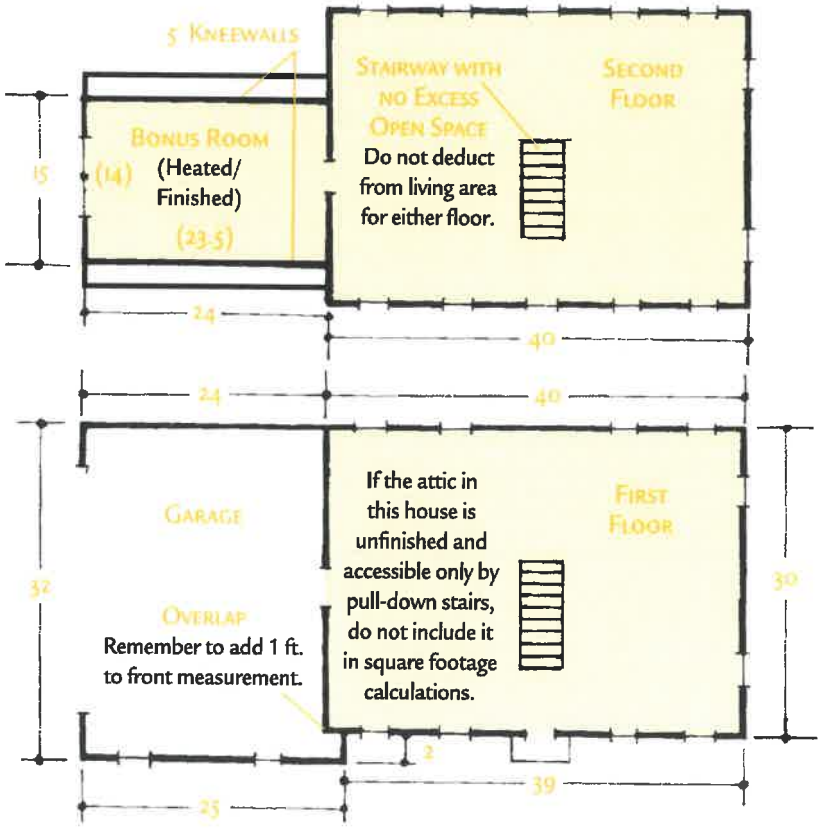
(Figure 3)



Bonus Room

If the "Bonus Room" is accessible from living area through a door, hallway or stairway, include in living area; otherwise, report as other area.

Add 6" to inside measurements for each exterior wall.
Thus, 14' x 23.5' inside measurement equals 15' x 24' exterior measurements.
In rooms with sloped ceilings, do not include any space with a ceiling height of less than 5 ft. in height.



Two Story With "Bonus Room" Over Garage Worksheet

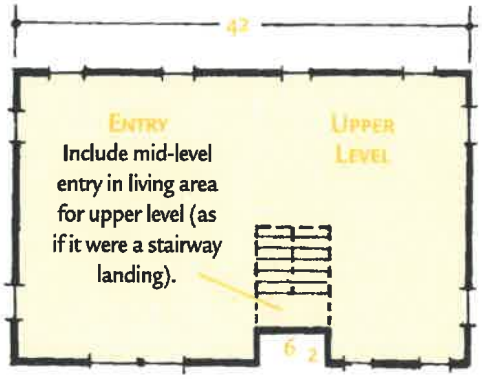
Living Area			
Area	Dimensions	Subtotal	Total
1st Floor	40 x 30		1,200
2nd Floor	40 x 30		1,200
Bonus Room	15 x 24		360
Total			2,760

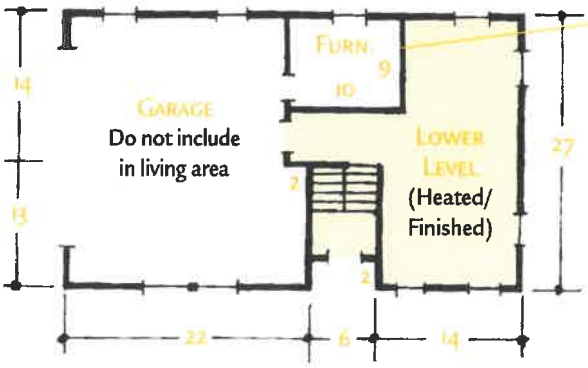
Dimensions of carports, decks, storage sheds, garages, etc., can be included in MLS and other advertising, but cannot be included in the living area.

Report: Two-story detached house with 2,760 square feet of living area of which 360 square feet are in a "Bonus Room" over the garage.

Split Foyer

(Figure 4)





Furnace Room
(Unfinished)
Do not include in living area unless it is heated, finished and accessible from living area. If furnace is located in a closet in living area, include in living area.

Split Foyer Worksheet

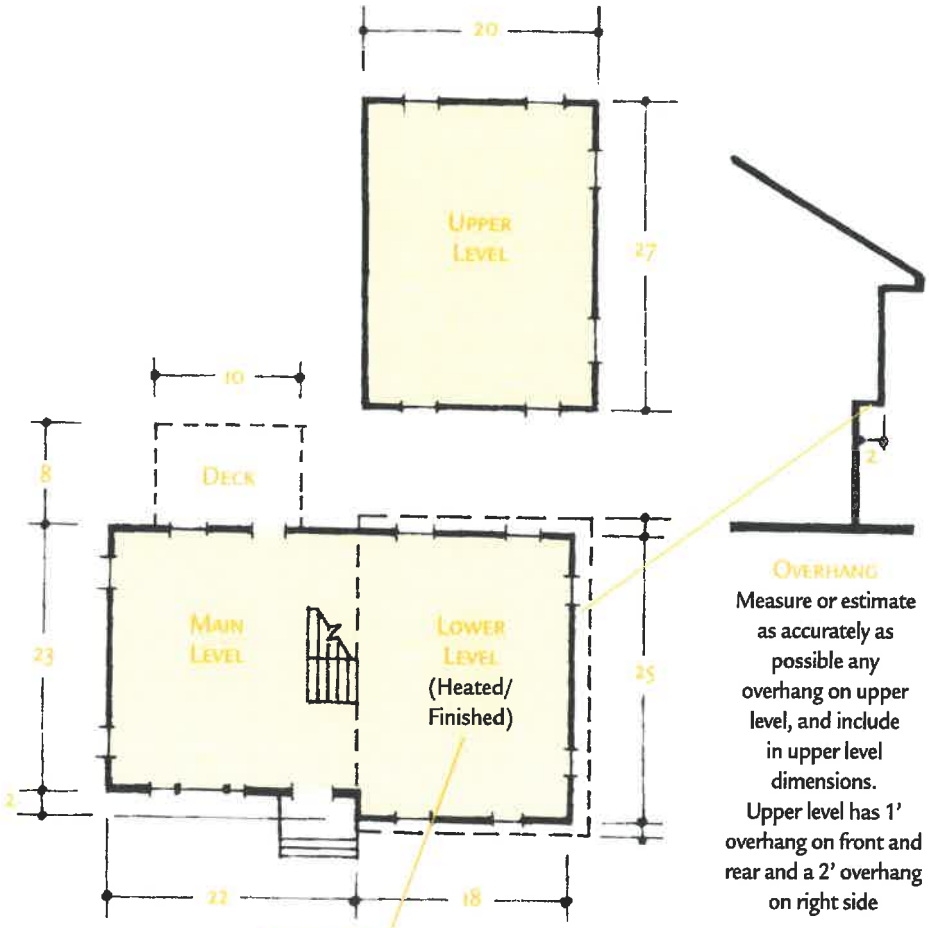
Living Area			
Area	Dimensions	Subtotal	Total
Upper Level	27 x 42	1,134	
Open area above entry	– 6 x 2	– 12	1,122
Lower Level	22 x 27	594	
Front porch	– 6 x 2	– 12	
Portion of garage	– 13 x 2	– 26	
Furnace room	– 9 x 10	– 90	466
Total			1,588
Other Area			
Area	Dimensions	Subtotal	Total
Furnace Room	9 x 10		90

Dimensions of carports, decks, storage sheds, garages, etc., can be included in MLS and other advertising, but cannot be included in the living area.

Report: Split-foyer detached house with 1,588 square feet of living area and 90-square-foot furnace room.

Split (Tri-) Level With Overhang

(Figure 5)



Overhang
Measure or estimate as accurately as possible any overhang on upper level, and include in upper level dimensions.
Upper level has 1' overhang on front and rear and a 2' overhang on right side

Lower Level
Report this as "lower level" rather than "basement" because it is not accessible by a full flight of stairs.

Split (Tri-) Level With Overhang Worksheet

Living Area			
Area	Dimensions	Subtotal	Total
Main Level	22 x 23		506
Lower Level	18 x 25		450
Upper Level	27 x 20		540
Total			1,496

Dimensions of carports, decks, storage sheds, garages, etc., can be included in MLS and other advertising, but cannot be included in the living area.

Report: Split-level detached house with 1,496 square feet of living area.

(Figure 6)

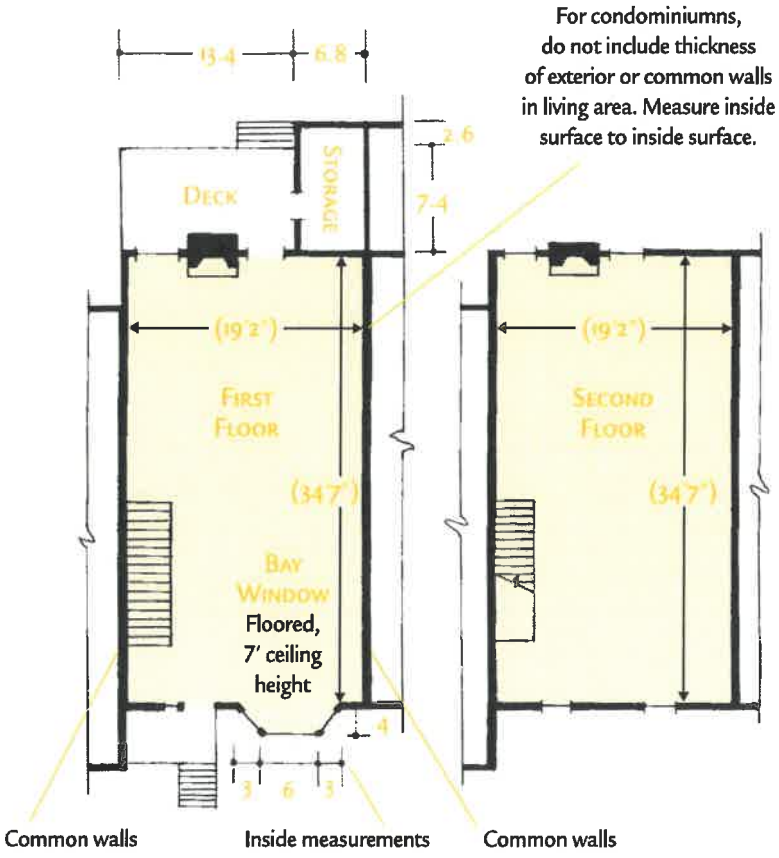
Exterior measurements shown include 6" for each wall.
12
28
16
12
Second Story (Heated/ Finished)
4
4
4
Dormers
Include in living area if they are part of living area and have ceiling height of at least 5 ft.
73
22
Garage
Laundry (Heated/Finished)
First Floor
5
6
Storage
Include in living area only if it is heated, finished and directly accessible from living area.
2
25
20
16
12

Living Area			
Area	Dimensions	Subtotal	Total
1st Floor	48 x 22	1,056	
	16 x 2	+ 32	
Storage room	– 5 x 6	– 30	1,058
2nd Floor	16 x 28	448	
Dormer	4 x 4	+ 16	
Dormer	4 x 4	+ 16	
	12 x 12	+ 144	624
Total			1,682
Other Area			
Area	Dimensions	Subtotal	Total
Storage	5 x 6		30

Dimensions of carports, decks, storage sheds, garages, etc., can be included in MLS and other advertising, but cannot be included in the living area.

Report: One and one-half Story detached house with 1,682 square feet of living area and a 30-square-foot storage room.

(Figure 7)


For condominiumns, do not include thickness of exterior or common walls in living area. Measure inside surface to inside surface.
13.4
6.8
2.6
7.4
STORAGE
DECK
(19'2")
FIRST FLOOR
(34'7")
BAY WINDOW
Floored, 7' ceiling height
4
3
6
3
(19'2")
SECOND FLOOR
(34'7")
Common walls
Inside measurements
Common walls

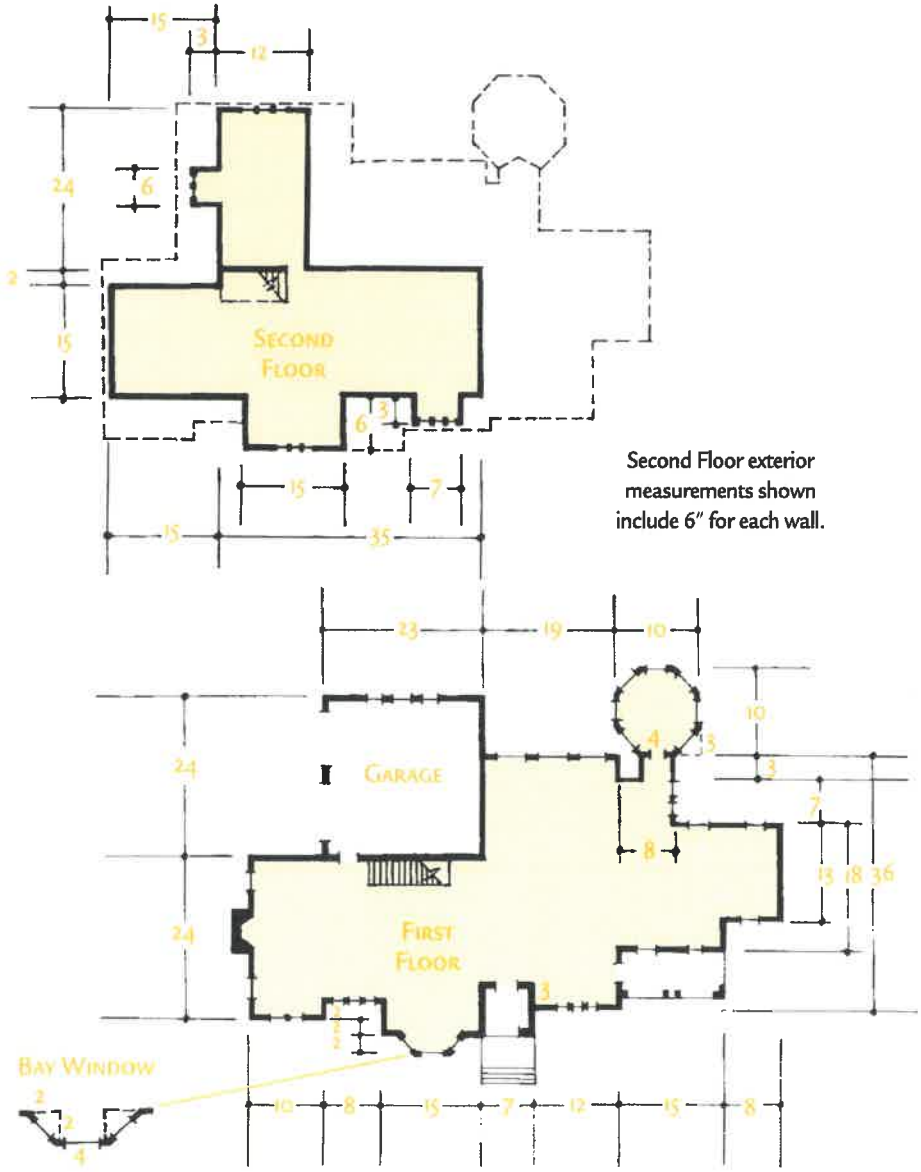
Living Area			
Area	Dimensions	Subtotal	Total
1st Floor	34.6 x 19.2	664.3	
Bay Window	.5 (3x4)+.5 (3x4) +(6x4)	36	700
2nd Floor	34.6 x 19.2	664.3	664
Total			1,364
Other Area			
Area	Dimensions	Subtotal	Total
Storage	10 x 6.8		68

Dimensions of carports, decks, storage sheds, garages, etc., can be included in MLS and other advertising, but cannot be included in the living area.

Report: Two-story condominium with 1,364 square feet of living area and a 10' x 6.8' storage room.

Practice Floor Plan

(Figure 8)



Second Floor exterior measurements shown include 6" for each wall.

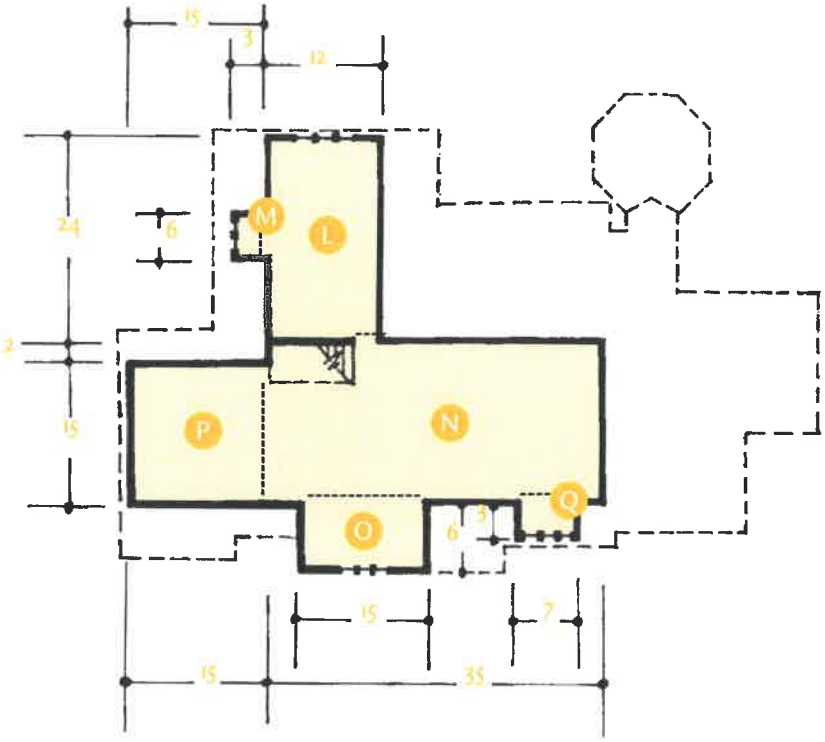
Practice Floor Plan Worksheet

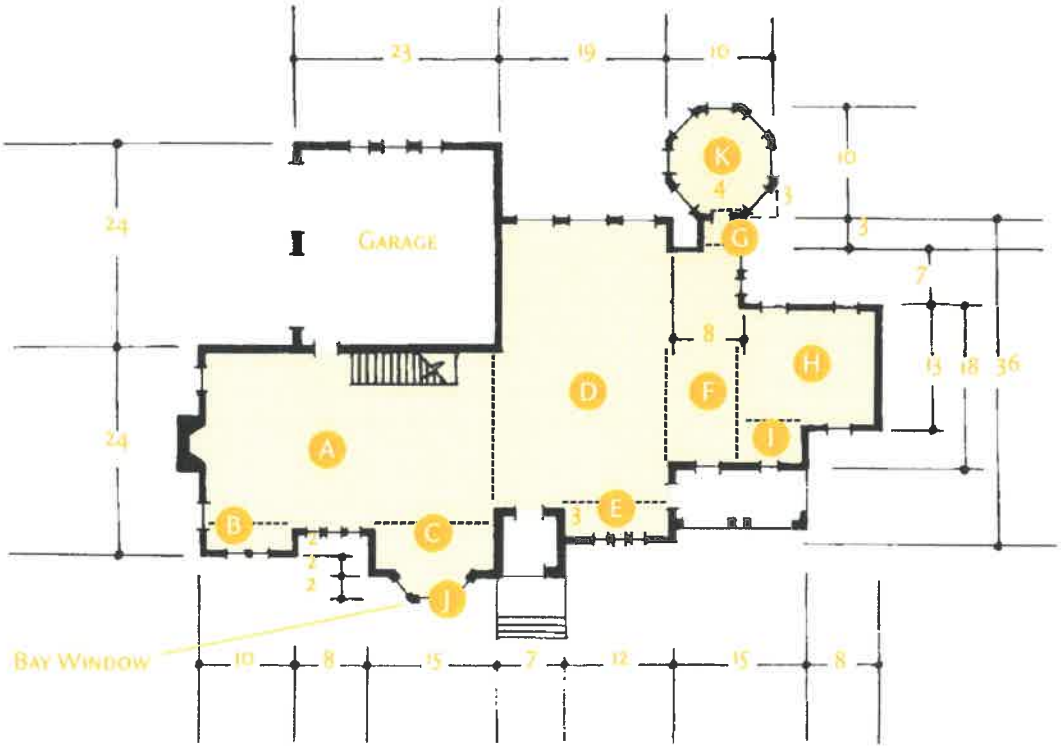
Living Area			
Area	Dimensions	Subtotal	Total
Other Area			
Area	Dimensions	Subtotal	Total

Report:

Practice Floor Plan

(Zoned to facilitate calculations)





Living Area			
Area	Dimensions	Subtotal	Total
1st Floor A	22 x 33	726	
1st Floor B	2 x 10	20	
1st Floor C	4 x 15	60	
1st Floor D	19 x 33	627	
1st Floor E	3 x 12	36	
1st Floor F	8 x 25	200	
1st Floor G	4 x 3	12	
1st Floor H	15 x 13	195	
1st Floor I	7 x 5	35	
Bay Window J		12	
Oct. Window K		82	2,005
2nd Floor L	24 x 12	288	
2nd Floor M	3 x 6	18	
2nd Floor N	17 x 35	595	
2nd Floor O	15 x 6	90	
2nd Floor P	15 x 15	225	
2nd Floor Q	3 x 7	21	1,237
Total			3,242
Other Area			
Area	Dimensions	Subtotal	Total
Garage	24 x 23		

Dimensions of carports, decks, storage sheds, garages, etc., can be included in MLS and other advertising, but cannot be included in the living area.

Report: One and one-half story detached house with 3,242 square feet of living area.

Living Area			
Area	Dimensions	Subtotal	Total

Other Area			
Area	Dimensions	Subtotal	Total

Report:

Floor Plan Worksheet

Living Area			
Area	Dimensions	Subtotal	Total

Other Area			
Area	Dimensions	Subtotal	Total

Report:

Notes

SCAN THE CODE BELOW TO ACCESS THE
COMMISSION WEB SITE FROM YOUR MOBILE DEVICES.

NORTH CAROLINA REAL ESTATE COMMISSION

P.O. BOX 17100 • RALEIGH, NORTH CAROLINA 27619-7100
PHONE 919/875-3700 • WEB SITE: WWW.NCREC.GOV

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE

130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: County Manager Aaron Church
DATE: November 26, 2018
SUBJECT: Discussion Regarding Annual Planning Retreat

The Board is asked to discuss whether it wishes to hold an annual planning retreat in either January or early February.

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE

130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Finance Department
DATE: November 27, 2018
SUBJECT: Budget Amendment

Please see the attached budget amendment.

Please approve the attached budget amendment.

ATTACHMENTS:

Description	Upload Date	Type
Budget Amendment	11/27/2018	Budget Amendment

ROWAN COUNTY

DEPARTMENTAL REQUEST FOR BUDGET ACTION

TO: COUNTY MANAGER / BOARD OF COMMISSIONERS

FROM: *FINANCE / COURTHOUSE*

EXPLANATION IN DETAIL: Budget additional funds for Air Handler Unit project at Courthouse

Prepared by: JHOWDEN
Date: 11/27/2018

BUDGET INFORMATION:

ACCOUNT TITLE	R/E	ACCOUNT #	INCREASE	DECREASE
C/A BUILDING	E	1154135-573000	167,903	
APPROPRIATED FUND BALANCE - UNRESTRICTED	R	1144135-495000	167,903	

DEPARTMENT HEAD		COUNTY MANAGER	ACCOUNTING USE ONLY	
Approved: ✓		Approved:	Period - Journal #	05-514
Disapproved:		Disapproved:	Keyed By:	JMH
Amended:		Amended:	Date Keyed:	
Date: 11/27/18		Date:	Posted By:	
Signature: R. Hendrick		Signature:	Date Posted:	

Heidrick, Leslie

From: Bringle, Don E
Sent: Wednesday, November 21, 2018 6:41 AM
To: Church, Aaron; Heidrick, Leslie; Sifford, David
Cc: Hobbs, Joni H
Subject: Fwd: Rowan County AHU Project

I need to meet with both of you and discuss this project at the court house. It has come in over budget and project needs to happen.
Let me know date and time for discussion. This project has been on the books for about 2 years and cost have gone up, plus contractors are busy now.
I will discuss more when we meet. Please provide date and time.
We bid this project out a second time because only bid was submitted first time.
Thanks for your attention to this timely matter.
Don
Sent from my iPhone

Begin forwarded message:

> **From:** <scollins@scollinseng.com>
> **Date:** November 20, 2018 at 3:52:54 PM EST
> **To:** "'Bringle, Don E'" <Don.Bringle@rowancountync.gov>
> **Cc:** "'Souther, Gary S'" <Gary.Souther@rowancountync.gov>, 'Thomas Simmerson' <TSimmerson@grahampiping.com>, 'Steve Vienneau' <steve@ridgemechanical.com>, "'Sifford, David'" <David.Sifford@rowancountync.gov>
> **Subject: Rowan County AHU Project**
>
> Hi Don,
>
> We received two bids today for this project and these were opened just after 3:00pm today 11/20/18. Below is the tabulation:
>
> Graham Piping - $576,400.00
> No exceptions listed
> No alternates
> Tim Schenk Electrical
> Hoffman Building Technologies for controls
> Bid bond is included
>
> Ridge Mechanical - $456,000.00
> No exceptions listed
> No alternates
> Diversified Electrical
> Hoffman Building Technologies for controls
> Bid bond is included
>
> Budget $288,097
> BA 167,903
> $456,000
>
> The low bidder is Ridge Mechanical and it is my recommendation the county proceed with this contractor. Please let me know if you have any questions,

Sam

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE

130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Carolyn Barger, Clerk to the Board
DATE: 11/27/2018
SUBJECT: Monthly Board Appointments

ATTACHMENTS:

Description	Upload Date	Type
December Board Appointments	11/27/2018	Cover Memo

MONTHLY BOARD APPOINTMENTS
December 3, 2018
COMMISSION MEETING

DANGEROUS DOG APPEALS BOARD

There is one At-Large Vacancy, and Ms. Tina Acree has applied. If appointed, Ms. Acree's initial term will be for 3- years beginning December 3, 2018, and ending November 30, 2021.

BOARD OF PUBLIC HEALTH

There is one vacancy for a Registered Nurse, and the following applications have been received:

- Patricia Yost for reappointment
- Kimberly Robinson

The appointment will be for a 3-year term beginning January 1, 2019 and ending December 31, 2021.

Mr. Edgar Abad has applied for reappointment as a Member of the General Public. If reappointed, Mr. Abad will serve a 3-year term beginning January 1, 2019 and ending December 31, 2021.

HOME AND COMMUNITY CARE BLOCK GRANT ADVISORY COMMITTEE

Ms. Jennifer Hammond's term on the Home and Community Care Block Grant Advisory Committee (HCCBG Committee) will expire on December 31, 2018. Ms. Hammond has applied for reappointment as an At-Large Member. If reappointed, Ms. Hammond's term will expire on June 30, 2019 in accordance with the HCCBG Committee bylaw amendments listed for approval via the Consent Agenda on this date.

The Board is asked to approve the new staggered terms for current committee members below, in accordance with the HCCBG Committee bylaw amendments listed for approval via the Consent Agenda on this date:

- Mary Frances Edens- new term expiration date of June 30, 2019.
- Peggy Price-new term expiration date of June 30, 2020.
- Christina Joyce-new term expiration date of June 30, 2020.

JUVENILE CRIME PREVENTION COUNCIL

Sheriff, Kevin Auten has applied for reappointment. If reappointed, Sheriff Auten will continue to serve by virtue of his elected position.

District Attorney, Brandy Cook has applied for reappointment. If reappointed, Ms. Cook will continue to serve by virtue of her elected position.

Judge James Randolph has applied to serve as Judge Charlie Brown's Designee. If appointed, Judge Randolph will continue to serve by virtue of his elected position.

NURSING HOME ADVISORY COMMITTEE

Ms. Sylvia Fosha's term expired on June 30, 2018; however, she has continued her service on this Committee and has applied for reappointment as an At-Large Member. If reappointed, Ms. Fosha will serve a 3-year term that will expire on June 30, 2021.

RESCUE SQUAD BOARD

Mr. Ken Upright's term will expire on December 31, 2018. Mr. Upright has applied for reappointment as a Member of the Community. If reappointed, Mr. Upright will serve a 2-year term beginning January 1, 2019 and ending December 31, 2020.

Commissioner Mike Caskey's term will expire on December 31, 2018. Commissioner Caskey wishes to continue his service to the Rescue Squad Board as a County Commissioner. If reappointed, Commissioner Caskey will serve a 2-year term beginning January 1, 2019 and ending December 31, 2020.

Mr. Adam Sewell has applied to serve as a Member of the Community. If appointed, Mr. Sewell will serve a 2-year term beginning January 1, 2019, and ending December 31, 2020.

The Board is asked to ratify the term ending date for Emergency Services Director, Chris Soliz. Mr. Soliz was appointed to the Local Emergency Planning Committee on March 5, 2018 with a term ending date of December 21, 2018. Mr. Soliz's service on the Local Emergency Planning Committee should continue by virtue of his position with no term ending date.

ROWAN PUBLIC LIBRARY BOARD

Ms. Lillian Gascoigne has applied for reappointment as an At-Large Member. If reappointed, Ms. Gascoigne will serve a 3-year term beginning January 1, 2019 and ending December 31, 2021.

There are two At-Large Vacancies and the following applications have been received:

- Pam Bloom
- Krista Swartz (Please note this applicant is not a Rowan County Resident)
- Jennifer Sechler Nicholson

The At-Large Appointments will be for 3-year terms beginning January 1, 2019 and ending December 31, 2021.

TOURISM DEVELOPMENT AUTHORITY

Commissioner Craig Pierce's term on the Tourism Development Authority expired on November 30, 2018. Commissioner Pierce wishes to continue his service as a County Commissioner on the Tourism Development Authority. If reappointed, Commissioner Pierce will serve a 2-year term beginning December 1, 2018 and ending November 30, 2020.

VOLUNTEER FIRE DEPARTMENTS RELIEF FUND BOARD OF TRUSTEES APPOINTMENTS

According to NCGS § 58-84-30: For each county, town or city complying with and deriving benefits from the provisions of this Article, there shall be appointed a local board of trustees, known as the trustees of the Firefighters' Relief Fund, to be composed of five members, two of whom shall be elected by the members of the local fire department or departments who are qualified as beneficiaries of such fund, two of whom shall be elected by the mayor and board of alderman or other local governing body, and one of whom shall be named by the Commissioner of Insurance.

The Board is asked to consider two (2) appointments for each volunteer fire department listed below. All appointments are for two (2) years beginning January 1, 2019 and expiring December 31, 2020. The applicants are as follows:

ATWELL

- Steve Garver for reappointment
- Ryan Michael Yost

BOSTIAN HEIGHTS

- Jason Corriher for reappointment
- Charles Haas

CLEVELAND COMMUNITY

- Ronald Herion for reappointment

EAST GOLD HILL

- Randy Earnhardt for reappointment
- Timothy Pruitt for reappointment
- Kenneth Suther

ELLIS CROSS COUNTRY

- Thurman "Chip" Wells for reappointment

ENOCHVILLE

- Diane Burney for reappointment

FRANKLIN

- Jennifer Spry for reappointment
- Carter Thomason for reappointment

LOCKE TOWNSHIP

- David Linker for reappointment
- James Basinger for reappointment

MILLER FERRY

- David Oakley for reappointment
- Michael Alligood

POOLETOWN

- Alan Thomas Shinn
- Tom Stoner
- Tina Barkley

ROCKWELL RURAL

- Ben Pierce
- Troy Agner
- McKenzie Holshouser

SCOTCH-IRISH

- Ryan Thompson for reappointment
- Michael Aistrop for reappointment

SOUTH SALISBURY

- Gary Gaskey for reappointment
- Michael Goodman for reappointment

UNION

- Rick Waller for reappointment
- Kevin Kesler for reappointment

WEST ROWAN

- Lonnie "Eddie" Mills for reappointment
- Phillip Sloop for reappointment

WOODLEAF

- Joseph Gregory for reappointment
- Artie Watson for reappointment

*The statutory membership requirements have not been met for all Volunteer Fire Departments at this time due to a decrease in applicant submissions. Attempts were made to fill all vacancies for each Volunteer Fire Department's Board of Trustees. Several departments were only able to submit one application. At this time, Liberty Volunteer Fire Department has not submitted any applications for the Commissioners consideration.

VOLUNTEER FIRE DEPARTMENTS FIRE COMMISSIONER APPOINTMENTS

According to NCGS § 69-25.7 Administration of special fund; fire protection district commission: The special fund provided by the tax herein authorized shall be administered to provide fire protection as provided in G.S. 69-25.5 by the board of county commissioners or the joint boards of county commissioners, if the area lies in more than one county, or by a fire protection district commission of three qualified voters of the area, to be known as the Volunteer Fire Departments Fire Commissioners. Fire Protection District Commission, said board to be appointed by the board of county commissioners or the joint boards of county commissioners, if the area lies between more than one county, for a term of two years, said commission to serve at the discretion of and under the supervision of the board of county commissioners or boards of county commissioners if the area lies in more than one county.

The Board is asked to consider three (3) appointments for each volunteer fire department listed below. All appointments are for two (2) years beginning January 1, 2019 and expiring December 31, 2020. The applicants are as follows:

CLEVELAND COMMUNITY

- Craig Myers for reappointment
- Claude Rogers Jr.

SCOTCH-IRISH

- Grady Thompson served the Scotch-Irish Volunteer Fire Department as a Fire Commissioner since August 2015, but Mr. Thompson is now deceased. Mr. Jason Boger has applied to fulfil the remainder of Mr. Thompson's term. If appointed, Mr. Boger's term will expire March 31, 2019 at which time he will be eligible for reappointment.

WEST ROWAN

- Larry Graham for reappointment
- Jennifer McDaniel
- Danny Ellenburg

CURRENT AND/OR UPCOMING VACANCIES:

- Adult Care Home Advisory Committee- 12 vacancies (At Large Appointment)
- Board of Public Health-2 vacancies (1 Veterinarian, and 1 Pharmacist Appointment)
- Cardinal Innovations Healthcare Solutions- 1 vacancy (Consumer or Family Member)
- City of Salisbury Zoning ETJ-3 vacancies (1 At Large, and 2 Alternate Appointments)
- Historic Landmarks Commission- 1 vacancy (1 At Large Appointment)
- Home and Community Care Block Grant Advisory Committee- 1 vacancy (Member of the Region F Advisory Committee Appointment)
- Industrial Facilities and Pollution Control Finance Authority- 3 vacancies (At Large Appointments)
- Juvenile Crime Prevention Council- 3 vacancies (1 Chief of Police/Designee, 1 Substance Abuse Professional, and 1 Non-Profit Agency Appointment)
- Nursing Home Advisory Committee-5 vacancies (At Large Appointments)
- Town of Faith Planning ETJ-2 vacancies (1 At Large, and 1 Alternate Appointment)
- Town of Faith Zoning ETJ- 1 vacancy (At Large Appointment)
- Town of Spencer Planning and Zoning Board of Adjustment ETJ-1 vacancy (Alternate Appointment

Rowan County Board of Commissioners
130 West Innes Street
Salisbury, NC 28144
704-216-8180
FAX: 704-216-8195

APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
This application is a Public Record and must be fully completed to be considered

Name: Tina J Acree	**Date:** 11/02/2018
Address: 234 Confederate Avenue	**Home Phone:** 704-224-7712
City, State, Zip: Salisbury, NC 28144	**County of Residence:** Rowan
Email: tinaacree@acreelaw.com	**Work Phone:** 704-224-7712
Education: UNC-Charlotte, BA. Graduated December 1997. Major in Human Services and minor in gerontology.	
Current Employer: M. Reid Acree, Jr., Attorney at Law, PA	**Occupation:** Legal Secretary
I am interested in the following Board / Commission: Dangerous Dog Board	
Recent Community Activities: Served on the "Feed the Need" Fundraising Committee for Rowan Helping Ministries and Food for Thought. Serve as the Secretary for Shelter Guardians, Inc. Neighborhood leader for the Community Watch Program.	
Why do you feel you are qualified for this appointment: I own two dogs and four cats. I have an interest in the safety and well being of our community. I work in the legal field and I have an interest in the rules and regulations that affect our community.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	

I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct.

Initial: tja

Rowan County Board of Commissioners
130 West Innes Street
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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Patricia L Yost	**Date:** 11/11/2018
Address: 101 S Kayla Dr	**Home Phone:** 7044336565
City, State, Zip: Salisbury, North Carolina 28146	**County of Residence:** Rowan
Email: yostpl@outlook.com	**Work Phone:** n/a
Education: BS Business Admin, East Carolina University 8/5/1977 RN licensure, Rowan Cabarrus Community College, 8/14/1991 MS, Public Health, UNC, Charlotte, 5/15/1999	
Current Employer: Retired	**Occupation:** RN
I am interested in the following Board / Commission: I am requesting to serve as Chairman of the Rowan County Health Department's Board of Health for 2019.	
Recent Community Activities: I currently serve as Chairman of Rowan County Health Department's Board of Health Travel frequently to Tennessee to visit my grandchildren Active member at the YMCA, also volunteer for community events	

Why do you feel you are qualified for this appointment: I have served in this position for a year. I worked as a clinic nurse and nursing supervisor at Rowan County Health Department for over 20 years and am familiar with programs/program requirements and understand the importance of public health in the community.
Have you ever been convicted of a felony: No
If the answer is yes above, please explain:
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: py

Rowan County Board of Commissioners
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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Kimberly Keeling Robinson	**Date:** 06/14/2018
Address: 104 West Colonial Dr.	**Home Phone:** 704-798-4689
City, State, Zip: Salisbury, NC 28144	**County of Residence:** Rowan County
Email: kimbie667@gmail.com	**Work Phone:** 704-210-6908
Education: A.A. Peace College - graduate 1987 B.A. Communications - Catawba College - Honors graduate 1989 Practical Nursing Program - Rowan-Cabarrus Community College-1996-Honors graduate A.D.N. - Rowan-Cabarrus Community College-2001-Honors graduate BSN/MSN - UNC Charlotte-2016-High Honors graduate; Sigma Theta Tau member, Gammo Iota Chapter	
Current Employer: Novant Health	**Occupation:** RN/MSN Nurse Navigator
I am interested in the following Board / Commission: County Board of Health	
Recent Community Activities: Active with St. John's Lutheran Church as reader, greeter, and communion server.	

Active with the Living In Pink breast cancer support group at Maupin Avenue Presbyterian Church.

Volunteer for John Campbell Memorial Golf Classic x 2 years, yearly for 5-6 years with meal prep for Rowan Helping Ministries, as a yearly judge for SHS Senior projects x 2 years, and as a Community Care Clinic educator for diabetes/HTN education.

Why do you feel you are qualified for this appointment:

I am a fairly new nurse navigator but not new to Novant Health or to nursing. I have been nursing for over 20 years in many areas of the hospital, Community Care Clinic, and a few offices as an LPN and RN. This means my range of nursing skills and knowledge is very broad so there is much I can bring to the table. As a weekly tumor board participant at NHRMC, I have learned quite a bit (and will always be learning) about patient care, breast cancer, and now other cancers as well. I have also been working with BRCA genetic counseling/testing for patients in our area who meet criteria (via Video Visit,) so it has taught me a great deal about the types of risk associated with our population. Knowledge of the other cancers is teaching me more about our community health and where we can make improvements for Rowan County and its health.

Have you ever been convicted of a felony:

No

If the answer is yes above, please explain:

I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct.

Initial: KKR

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FAX: 704-216-8195

APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Edgar Franco Abad	**Date:** 10/15/2018
Address: 8485 Sherrills Ford rd	**Home Phone:** 980-234-7083
City, State, Zip: Salisbury, NC 28147	**County of Residence:** Rowan
Email: efrabad@outlook.com	**Work Phone:** 704-278-2624
Education: Veterinarian.	
Current Employer: NCDA&CS Piedmont Research	**Occupation:** Research Specialest
I am interested in the following Board / Commission: Rowan County Board of Health	
Recent Community Activities: Re-applying for the 2nd term to the Rowan Board of Health .	
Why do you feel you are qualified for this appointment: Currently on the Board of Health.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: EA	

Rowan County Board of Commissioners
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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Jennifer Hammond	**Date:** 11/15/2018
Address: 720 West Henderson Street	**Home Phone:** 7046802372
City, State, Zip: Salisbury, NC 28144	**County of Residence:** Rowan
Email: jenniferhdammond@gmail.com	**Work Phone:** 7046391900
Education: Juris Doctor from Charlotte School of Law, cum laude Bachelor of Business Administration from Catawba College, cum laude	
Current Employer: Davis & Davis, Attorneys at Law	**Occupation:** Attorney
I am interested in the following Board / Commission: HCCBG Advisory Committee	
Recent Community Activities: Secretary of the Rowan Museum Board of Directors	
Why do you feel you are qualified for this appointment: I am active member of the HCCBG, and I am willing to continue to serve. Our board has worked diligently to make informed and reasoned recommendations for the commissioners consideration.	

Thank you for this opportunity to contribute to our community.

Sincerely,

Jennifer Davis Hammond

Have you ever been convicted of a felony:

No

If the answer is yes above, please explain:

I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct.

Initial: JDH

Rowan County Board of Commissioners
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FAX: 704-216-8195

APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Kevin L Auten	**Date:** 08/21/2018
Address: 405 Travis Lane	**Home Phone:** 7043106573
City, State, Zip: Salisbury, North Carolina 28146	**County of Residence:** Rowan
Email: kevin.auten@rowancountync.gov	**Work Phone:** 704-216-8671
Education: Bachelor of Business Administration from Catawba College	
Current Employer: Rowan County Sheriff's Office	**Occupation:** Law Enforcement
I am interested in the following Board / Commission: Juvenile Crime Prevention Council	
Recent Community Activities: I serve on multiple boards and committees within the county. Many are required due to my position	
Why do you feel you are qualified for this appointment: I have served on this board for many years and actually served as chaiman.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: KLA	

Appointment Process

Interested individuals should obtain and submit an application to the County Manager's Office for consideration by the Board of Commissioners. Typically, applications are submitted to the Board during the first commission meeting in the month and must be received by the Clerk to the Board by 5pm the second Friday prior to the meeting. Please feel free to contact the Clerk to the Board at 704-216-8180 with any questions.

After the Commission meeting all applicants are notified of the Board's decision.

THIS APPLICATION IS PUBLIC RECORD

All fields with (*) must be completed for successful submission.

You must enter a valid email address. You will receive a copy of your application by email upon successful completion.

Invalid captcha response. Please try again.

First Name:*
Brandy
Middle Name:

Last Name:*
Cook
Date:*
11/13/2018
Address:*
232 N. Main Street
City:*
Salisbury
State:*
NC
Zip Code:*
28144
County of Residence*
Rowan
Home Phone

Email Address*
Brandy.L.Cook@nccourts
Work Phone

Education:

Current Employer:

Occupation:

I am interested in the following Board/Commission:*

JCPC

Recent Community Activities:*

Elected DA; Executive Board Member Salisbury-Rowan Project Safe Neighborhood; Board of Directors Rowan County Communities in Schools; Board of Directors Terrie Hess House Children's Advocacy Center; etc.

Why do you feel you are qualified for this appointment:*

By virtue of my elected position pursuant to N.C.G.S. 143B-846, along with my office's direct interaction with juvenile court.

Have you ever been convicted of a felony?:*

○ Yes

◉ No

If the answer is yes above, please explain:

I have reviewed the information contained in this application, and by initialing below certify that the information is true and correct.

Initial*

BC

Submit

Rowan County Board of Commissioners
130 West Innes Street
Salisbury, NC 28144
704-216-8180
FAX: 704-216-8195

APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: James Fitz Randolph	**Date:** 11/13/2018
Address: 1401. E. Colonial Drive	**Home Phone:** 704-213-9495
City, State, Zip: Salisbury , NC 28144	**County of Residence:** Rowan
Email: jdkfr61@yahoo.com	**Work Phone:** 704-797-3011
Education: BA - Economics and Business Management- NCSU JD- Cumberland School of Law	
Current Employer: State of NC	**Occupation:** District Court Judge
I am interested in the following Board / Commission: JCPC	
Recent Community Activities: Salisbury Rotary Club Rowan County United Way Rowan Helping Ministries Rowan County Bar Association NC Bar Association	

Why do you feel you are qualified for this appointment: Almost 30 years of working with juveniles as an attorney and judge
Have you ever been convicted of a felony: No
If the answer is yes above, please explain:
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: JFR

Rowan County Board of Commissioners
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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Sylvia Fosha	**Date:** 11/11/2018
Address: 107 Spruce Drive	**Home Phone:** 7046803268
City, State, Zip: Salisbury, North Carolina 28147	**County of Residence:** Rowan
Email: sfosha@carolina.rr.com	**Work Phone:**
Education: Howard University	
Current Employer: Retired	**Occupation:**
I am interested in the following Board / Commission: CAC	
Recent Community Activities: AARP local chapter, ROCOC, Trellis Supportive Care, Board member for Rufty-Holmes Senior Center	
Why do you feel you are qualified for this appointment: Have a desire to support elderly people and families, have the time to visit and it is my way of giving back to the community	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct.	

Initial: SDF

Rowan County Board of Commissioners
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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Ken Eugene Upright	**Date:** 11/11/2018
Address: 913 West A Street	**Home Phone:** 704-932-4412
City, State, Zip: Kannapolis , NC 28081	**County of Residence:** Rowan
Email: kenupright2@icloud.com	**Work Phone:** 704-224-9645
Education: 1983 Graduate A.L. Brown HS Kannapolis, NC	
Current Employer: CTDI, Charlotte, NC	**Occupation:** Forklift Operator
I am interested in the following Board / Commission: Rowan Rescue Squad Board.	
Recent Community Activities: Rowan Rescue Squad Board	
Why do you feel you are qualified for this appointment: I believe we have accomplished several things over my first term on the board and would like to continue the work we have started.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	

I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct.

Initial: KEU

Rowan County Board of Commissioners
130 West Innes Street
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704-216-8180
FAX: 704-216-8195

APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Adam Sewell	**Date:** 11/19/2018
Address: 7855 Stokes Ferry Road	**Home Phone:**
City, State, Zip: Salisbury, NC 28146	**County of Residence:** Rowan
Email: asewell@fastmail.com	**Work Phone:**
Education:	
Current Employer:	**Occupation:**
I am interested in the following Board / Commission: Rowan County Rescue Squad Board	
Recent Community Activities: Community involvement in Davidson County/Lexington area	
Why do you feel you are qualified for this appointment: I have had five or more years of community experience in Davidson County with multiple non-profit organizations and would like to apply that experience to the county in which I live now.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct.	

Initial: AS

Rowan County Board of Commissioners
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Salisbury, NC 28144
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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
This application is a Public Record and must be fully completed to be considered

Name: Chris A. Soliz	**Date:** 02/06/2018
Address: 2727 Old Concord Rd.	**Home Phone:** 7043100705
City, State, Zip: Salisbury, NC 28146	**County of Residence:** Rowan
Email: chris.soliz@rowancountync.gov	**Work Phone:** 7042168920
Education:	
Current Employer: Rowan County	**Occupation:** Chief, Emergency Services
I am interested in the following Board / Commission: Rescue Squad Board of Directors	
Recent Community Activities: Appointment as Director of Emergency Services.	
Why do you feel you are qualified for this appointment: Responsibilities of the Rowan County Emergency Services Department is to coordinate emergency activities with the Rescue Squad. This primarily is my duty and responsibility.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct.	

Initial: CAS

Appointment Process

Interested individuals should obtain and submit an application to the County Manager's Office for consideration by the Board of Commissioners. Typically, applications are submitted to the Board during the first commission meeting in the month and must be received by the Clerk to the Board by 5pm the second Friday prior to the meeting. Please feel free to contact the Clerk to the Board at 704-216-8180 with any questions.

After the Commission meeting all applicants are notified of the Board's decision.

THIS APPLICATION IS PUBLIC RECORD

All fields with (*) must be completed for successful submission.

You must enter a valid email address. You will receive a copy of your application by email upon successful completion.

First Name:* LILLIAN

Middle Name: HEITMAN

Last Name:* GASCOIGNE

Date:* 11-20-18

Address:* 14 NORTH RD.

City:* SALISBURY

State:* NC

Zip Code:* 28144

County of Residence* ROWAN

Home Phone 704 636 3465

Email Address* —

Work Phone

Education: SALISBURY HIGH SCHOOL
DAVIDSON COLLEGE, BA
UNC. CHAPEL HILL '78-'81 worked on M. Art History

Current Employer: Self

Occupation: Bookseller

I am interested in the following Board/Commission:*
RPL BOARD OF TRUSTEES

Recent Community Activities:* Friends of RPL
Board of Trustees RPL
1st Presbyterian Church, taught Sunday School
Rowan Museum Board

Why do you feel you are qualified for this appointment:*

Have you ever been convicted of a felony?:*

- Yes
- ☑ No

If the answer is yes above, please explain:

I have reviewed the information contained in this application, and by initialing below certify that the information is true and correct.
Initial*

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Privacy - Terms

Submit

ROWAN COUNTY
NORTH CAROLINA
Be an original.

ADVISORY BOARD APPLICATION

****THIS APPLICATION IS A PUBLIC RECORD AND MUST BE FULLY COMPLETED TO BE CONSIDERED****

If You Choose To Print And Mail The Application Please Return To:
Rowan County Board of Commissioners
130 West Innes Street
Salisbury, NC 28144
***Fax: 704-216-8195 * Phone: 704-216-8180**

The Rowan County Board of Commissioners appreciates your interest in serving on a Board or Commission. This application will provide general information to the Board when it considers appointments based on your individual interests to serve. Questions are asked regarding gender, occupation, and education in order to meet the County's statutory reporting requirements to the State of North Carolina.

Applicant Name: Pam Everhardt Bloom **Date of Application:** 11 /11 /18

HomeAddress: 844 North Craige Street Salisbury, NC 28144
Street Address, City, Zip Code

Home Phone: 704-425-8323 **Business Phone:** —

Cell Phone: 704-425-8323 **Fax Number:** —

Email Address: bloompame@gmail.com **Gender:** Male ☐ Female ☒

Education: CPCC, associate, A&T - lateral entry teaching certification, Western Carolina, Queens, RCCC

Current Employer: retired **Occupation:** —

I am interested in the following Board/Commissions (If listing more than one board, please list in the priority of your interest: Rowan Public Library

Business/Civic Experience and why you feel you are qualified for this appointment:
Former library positions at Shive Elementary School and Rowan Public Library. Avid library patron. Familar with all branches, including the Cleveland community through outreach. Former library position at Shive Elementary and RPL. Avid library patron. Familiar with all branches, including the Cleveland Community through Outreach.

Do you reside within the boundaries of Rowan County: Yes ☒ **No** ☐

Have you ever been convicted of a felony? Yes ☐ **No** ☒ **If the answer is yes, please explain:**

I have reviewed the information contained in this application, and by initialing below certify the information is true and correct. Initials: PEB

Rowan County Board of Commissioners
130 West Innes Street
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FAX: 704-216-8195

APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Krista Swartz	**Date:** 10/11/2018
Address: 1175 Country Stroll Lane	**Home Phone:**
City, State, Zip: Mooresville, NC 28115	**County of Residence:** Mecklenberg
Email: kristaswartz15@gmail.com	**Work Phone:**
Education: Bachelor of Science Master of Business Administration	
Current Employer: Edward Jones	**Occupation:**
I am interested in the following Board / Commission: I graduated from South Rowan High School in 2011 and grew up in Rowan County. Currently, I service on two Board of Directors for a community in Charlotte, NC. I am also a Technology Tutor (volunteer) for the Charlotte Mecklenburg Library Systems near N. Tryon, Charlotte. I love the library and it is important for me to be involved and weave communities together while being involved. It is truly a passion to be apart of a library, especially the one that is in my hometown.	
Recent Community Activities: Board of Directors - Mill Creek Board of Directors - Master Mill Creek Charlotte Mecklenburg Library Systems - Workforce Development and Technology Training	

Carolina Thread Trail - Ambassador
Why do you feel you are qualified for this appointment: With my current history, education, and experience, I believe I will be a great candidate for an opening.
Have you ever been convicted of a felony: No
If the answer is yes above, please explain:
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: KS

Rowan County Board of Commissioners
130 West Innes Street
Salisbury, NC 28144
704-216-8180
FAX: 704-216-8195

APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Jennifer Sechler Nicholson	**Date:** 11/21/2018
Address: 725 Shinn Farm Road	**Home Phone:** 7042231882
City, State, Zip: Mooresville, NC 28115	**County of Residence:** Rowan
Email: JLSN5576@GMAIL.COM	**Work Phone:**

Education:

Master's in Library Science- (ALA accredited)

Clarion University, Clarion, Pennsylvania,

Graduated December 2010.

North Carolina Public Librarian Certification,

No. 10002,

Signed March 2011.

Bachelor of Arts in American Studies, Minor in Literature

UNC-Pembroke, Pembroke, North Carolina,

Graduated December 2004.

Current Employer:	**Occupation:**
Cabarrus County School System- Concord Middle School	Media Coordinator

I am interested in the following Board / Commission:

I have nine years of experience working within public libraries, including the Rowan Public Library and the Mooresville Public Library. I am currently employed by Cabarrus County School System, Concord Middle. While I love my current position, my first love will always be public libraries and their connection to the community they serve, especially Rowan Public Library.

My previous work experience has allowed me to work with many different organizations within Rowan County, including Rowan Smart Start and the Rowan-Salisbury School System. Through this experience, I was proud of many accomplishments that were able to come about by working and partnering together; but most of all, I was honored to be able to have the opportunity to give back to Rowan County. These partnerships allowed me to have valuable input into the well being of the library, and to the children of Rowan County.

Serving on the Rowan Public Library Board would allow me to maintain a strong tie to my love of the Rowan Public Library, but most all give me an opportunity to give back to Rowan County, and once again serve the patrons and children the Rowan Public Library.

Recent Community Activities:

Through past work experience:

Collaborated with the Rowan-Salisbury School System, in implementing a community-wide Summer Reading Program for 2017 and 2018.

Committees:

Ready, Set, Read Rowan (local community committee)- Recently became a Campaign for Grade-level

Reading community

August 2016-October 2018

Collaborative Summer Library Program (CLSP)-ADHOC- Child Well Being Committee

December 2017-October 2018

Memberships:

North Carolina Library Association (NCLA)

June 2008-Present.

American Library Association (ALA)

May 2008-Present.

Association for Library Services to Children (ALSC)

2015-Present.

Young Adult Library Services Association (YALSA)

2014-2015

North Carolina School Library Media Association (NCSLMA)

October 2018-present

Why do you feel you are qualified for this appointment: My family has been of part of Rowan County for over a hundred years. I have lived in Rowan County all of life, and am a 2nd generation graduate from South Rowan High School. Through strong ties to Rowan County, my education, past work experience, and my heart for Rowan County, I feel that I am qualified to help lead and support the library by serving on the Rowan Public Library Board.
Have you ever been convicted of a felony: No
If the answer is yes above, please explain:
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: JLSN

Rowan County Board of Commissioners
130 West Innes Street
Salisbury, NC 28144
704-216-8180
FAX: 704-216-8195

APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
This application is a Public Record and must be fully completed to be considered

Name: Steve Garver	**Date:** 11/16/2018
Address: 2630 Millbridge Rd	**Home Phone:** 7048572983
City, State, Zip: China Grove, NC 28023	**County of Residence:** Rowan
Email: firefighter4005@windstream.net	**Work Phone:**
Education:	
Current Employer:	**Occupation:**
I am interested in the following Board / Commission: Atwell VFD Board of Trustees	
Recent Community Activities: Firefighter, Medical Responder at Atwell.	
Why do you feel you are qualified for this appointment: I have served in this position and I am the Treasurer of the Fireman's Relief Fund.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: SG	

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Ryan Michael Yost	**Date:** 11/18/2018
Address: 4265 Jackson Road	**Home Phone:** 7048557946
City, State, Zip: Mooresville, NC 28115	**County of Residence:** Rowan
Email: ryan4008@ctc.net	**Work Phone:** 7047917374
Education: Associates degree in Fire Science from Columbia Southern University	
Current Employer: Town Of Mooresville	**Occupation:** Firefighter
I am interested in the following Board / Commission: Atwell Fire Department Board of Trustees	
Recent Community Activities: Member of Atwell Volunteer Fire Department Member of Corriher Grange Member of Concordia Lutheran Church	
Why do you feel you are qualified for this appointment: I have been a member of Atwell Fire Department for 20 years. I feel that I can serve this board and community effectively.	

Have you ever been convicted of a felony: No
If the answer is yes above, please explain:
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: RMY

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Charles Haas	**Date:** 11/12/2018
Address: 225 J. Brown Rd	**Home Phone:**
City, State, Zip: Salisbury, NC 28146	**County of Residence:** Rowan
Email: chaas@bostianheights.com	**Work Phone:** 704-857-0208
Education: High School Graduate, some college	
Current Employer: Bostian Heights Fire Department	**Occupation:** Firefighter
I am interested in the following Board / Commission: Bostian Heights Fire Department Trustee	
Recent Community Activities: Public education	
Why do you feel you are qualified for this appointment: I am involved with the fire department and all of it's functions.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: CH	

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Jason Corriher	**Date:** 11/12/2018
Address: 1175 Corriher Gravel Rd	**Home Phone:** 7048551736
City, State, Zip: China Grove, North Carolina 28023	**County of Residence:** Rowan
Email: jcorriher@bostianheights.com	**Work Phone:** 7048570208
Education: High School, 2 years college	
Current Employer: Bostian Heights Fire Department	**Occupation:** Firefighter
I am interested in the following Board / Commission: Bostian Heights Fire Department trustee.	
Recent Community Activities: Volunteer firefighter	
Why do you feel you are qualified for this appointment: I have been a member of the fire service since 1992, i understand what the members need.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: JRC	

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Ronald Timothy Herion	**Date:** 11/15/2018
Address: 1160 Bear Poplar Rd	**Home Phone:** 7042133135
City, State, Zip: Cleveland, NC 27013	**County of Residence:** Rowan
Email: engineer533@hotmail.com	**Work Phone:** 17042133135
Education:	
Current Employer: Cleveland Vol. FD	**Occupation:**
I am interested in the following Board / Commission: Board of Trustees	
Recent Community Activities: Volunteer and Part-time Paid firefighter at Cleveland FD. Church Board of Director Chairman.	
Why do you feel you are qualified for this appointment: From past board positions.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: RTH	

Rowan County Board of Commissioners
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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Randy Earnhardt	**Date:** 11/14/2018
Address: 215 St. Peters Ch. Rd.	**Home Phone:** 704-239-3819
City, State, Zip: Gold Hill, North Carolina 28071	**County of Residence:** Rowan
Email: goldhillfire46@yahoo.com	**Work Phone:** 704-279-2166
Education: high school	
Current Employer: Carolina staylite	**Occupation:** Safety
I am interested in the following Board / Commission: Gold hill fire dept board of trustee	
Recent Community Activities: help my fire dept with fun raisers	
Why do you feel you are qualified for this appointment: i have been in the fire service for over 27 years	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: rge	

Rowan County Board of Commissioners
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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Timothy Pruitt	**Date:** 11/13/2018
Address: 300 Russell Ridge rd	**Home Phone:** 704-279-9510
City, State, Zip: Salisbury, North Carolina 28071	**County of Residence:** Rowan
Email: ttimp@aol.com	**Work Phone:** 704-201-7206
Education: high school gradute	
Current Employer: Lane Construction	**Occupation:** Electrician
I am interested in the following Board / Commission: Gold hill Board of trustees	
Recent Community Activities: Firefighter and captain at Gold hill fire dept help with Activities there and at church	
Why do you feel you are qualified for this appointment: I want to support my fire dept	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the	

information is true and correct.

Initial: twp

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Kenneth Harold Suther	**Date:** 11/01/2018
Address: 4644 st. STEPHENS Church Rd	**Home Phone:** Cabarrus County
City, State, Zip: Gold hill, No 28071	**County of Residence:** Cabarrus County
Email: Kennysuther1@gmail.com	**Work Phone:** 704-454-8538
Education: Concord high school	
Current Employer: Rigid transportation	**Occupation:** Diepatcher
I am interested in the following Board / Commission: Board of trustees	
Recent Community Activities: Join gold Hill fire department.	
Why do you feel you are qualified for this appointment: I been in fire dep for 10 years.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: Khs	

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Chip Wells	**Date:** 11/16/2018
Address: 1065 Garrick rd	**Home Phone:** 9126017097
City, State, Zip: Salisbury, Nc 28144	**County of Residence:** Rowan
Email: chipwells74@gmail.com	**Work Phone:** 3369363310
Education: 12 Grade ,some college	
Current Employer: Avgol	**Occupation:** Materials handler
I am interested in the following Board / Commission: Board set with Ellis FD	
Recent Community Activities: Ellis FD	
Why do you feel you are qualified for this appointment: I have been in the fire service over 20 year	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: CW	

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Diane Elizabeth Burney	**Date:** 11/20/2018
Address: 222 Northcrest St	**Home Phone:** 704-305-1953
City, State, Zip: Kannapolis, NC 28081	**County of Residence:** Rowan
Email: deb1reads@yahoo.com	**Work Phone:** 704-932-4161
Education: -2 years of college at Missouri State University	
Current Employer: Kannapolis City Schools	**Occupation:** Finance Sec/Data Mgr.
I am interested in the following Board / Commission: Firemen's Relief Fund board at Enochville Fire & Rescue Dept.	
Recent Community Activities: -Several years on Firemens Relief Fund board -Volunteer for community activities thru my church	
Why do you feel you are qualified for this appointment: I worked several years for EF&R Dept. as a secretary and treasurer for the Board. I am familiar with some of the department personnel and their policies and procedures.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	

I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct.

Initial: DEB

Rowan County Board of Commissioners
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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Jennifer Simmons Spry	**Date:** 03/12/1971
Address: 175 Daniels Rd	**Home Phone:** 704-639-1126
City, State, Zip: Salisbury, NC 28144	**County of Residence:** Rowan
Email: jen.spry@yahoo.com	**Work Phone:** 704-633-8250 ext. 2583
Education: B.S. degree in business from Catawba College Graduate of Salisbury High	
Current Employer: Delhaize Group (Food Lion)	**Occupation:** Senior Accountant
I am interested in the following Board / Commission: Relief Fund Board for Franklin Township Fire Department	
Recent Community Activities: Active member of Bethel Lutheran Church and North Rowan Booster Club	
Why do you feel you are qualified for this appointment: I have a degree in business and deal with numbers daily for my job	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the	

information is true and correct.

Initial: JSS

Rowan County Board of Commissioners
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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Carter John Thomason	**Date:** 11/15/2018
Address: 125 WEST RIDGE RD	**Home Phone:** 704-637-0529
City, State, Zip: SALISBURY, NC 28147	**County of Residence:** Rowan
Email: thomasoncj10@yahoo.com	**Work Phone:** 704-239-4471
Education: North Rowan High RCCC UNCC	
Current Employer: Thomason Striping Co.	**Occupation:** owner/operator
I am interested in the following Board / Commission: Franklin Fire Dept. Board of Trustee	
Recent Community Activities: Active member of Franklin Fire dept. Rowan County Ducks Unlimited Salem Lutheran Church	
Why do you feel you are qualified for this appointment: Prior year term and having knowledge of this position	
Have you ever been convicted of a felony: Yes	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: CJT	

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: David David Linker	**Date:** 10/17/2018
Address: 760 PATTERSON RD	**Home Phone:** 7046373245
City, State, Zip: SALISBURY, NC 28147	**County of Residence:** Rowan
Email: linkerd@bellsouth.net	**Work Phone:** 7042136114
Education: Graduate of Rowan County Schools, B.A. Catawba College, NC EMT, Fire Instructor II and Firefighter III.	
Current Employer: Retired	**Occupation:**
I am interested in the following Board / Commission: Locke Township Fireman's Relief Fund Board.	
Recent Community Activities: Locke Township Fire Department, Assist Chief, President Board Directors , Locke Township FD, Notary Public, Treasurer, Grace Lutheran Church, Salisbury, Facility Coordinator, Grace Lutheran Church, Thrivent Volunteer coordinator for Habitat for Humanity.	
Why do you feel you are qualified for this appointment: Retired from fire service with Locke, South Salisbury and Rockwell City, with a total of 46 total years.Retire Claims associate with Nationwide Insurance. I have served as treasurer with both Locke and South Salisbury FD's as well as Assist Fire Chief and President of the BOD of Locke FD. My 46 years experience within the fire service has given me an insight to the operations and needs of the fire service and it's volunteers. My experience at church and with Nationwide Insurance has given me a great knowledge of working with people and their needs.	

Have you ever been convicted of a felony: No
If the answer is yes above, please explain:
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: DL

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: James William Basinger	**Date:** 11/19/2018
Address: 1070 Old Cress Rd	**Home Phone:** 704-857-3136
City, State, Zip: Salisbury, NC 28147	**County of Residence:** Rowan
Email: sandchicks@carolina.rr.com	**Work Phone:** n/a
Education: High School	
Current Employer: Retired (Phillip Morris)	**Occupation:** Retired
I am interested in the following Board / Commission: Locke Township Fire Department Board of Trustees	
Recent Community Activities: Locke Township Firefighter & Medical Responder, Locke Township Fire Department Board of Trustees, Carson High School Booster Club & Church	
Why do you feel you are qualified for this appointment: I am the Current Treasurer of the Locke Township Board of Trustees	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct.	

Initial: JWB/RLA

Rowan County Board of Commissioners
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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: David Oakley	**Date:** 11/08/2018
Address: 795 Crawford Road	**Home Phone:**
City, State, Zip: Salisbury, NC 28146	**County of Residence:** Rowan
Email: linnoakley@gmail.com	**Work Phone:**
Education:	
Current Employer: Oakley Trash Service	**Occupation:** Owner/Operator
I am interested in the following Board / Commission: Miller's Ferry Fire Department Firefighter Relief Fund "Board of Trustee"	
Recent Community Activities: I volunteer at my local fire department (Miller's Ferry FD)	
Why do you feel you are qualified for this appointment: I feel that I'm dedicated to my community and the local fire department. I run and operate my own business with over 400 accounts, and feel like I do a great job managing it.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct.	

Initial: DLO

Rowan County Board of Commissioners
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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Michael Alligood	**Date:** 11/08/2018
Address: 207 Blue Heron Road	**Home Phone:**
City, State, Zip: Salisbury, NC 28146	**County of Residence:** Rowan
Email: cale@alligoodautomotive.com	**Work Phone:**
Education:	
Current Employer: Alligood Automotive	**Occupation:** Owner/Operator
I am interested in the following Board / Commission: Miller's Ferry Fire Department Firefighter Relief Fund "Board of Trustee"	
Recent Community Activities: I'm a volunteer firefighter for the Miller's Ferry Fire Department. I'm also a member of the Trading Ford Baptist Church and enjoy helping out wherever needed.	
Why do you feel you are qualified for this appointment: I currently own/operate a very successful business in Rowan County, and have a lot of experience running a business.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the	

information is true and correct.

Initial: MAC

Rowan County Board of Commissioners
130 West Innes Street
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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Alan Thomas Shinn	**Date:** 11/16/2018
Address: 513 Division Ave.	**Home Phone:** 7042397156
City, State, Zip: Rockwell, NC 28138	**County of Residence:** Rowan
Email: Fire71man@yahoo.com	**Work Phone:** 7042792171
Education: Some college	
Current Employer: Rockwell Rural Fire Dept.	**Occupation:** Chief
I am interested in the following Board / Commission: Poole Town board of trustees	
Recent Community Activities: I run calls in the community very frequently	
Why do you feel you are qualified for this appointment: I have a job that requires professionalism and I have a great sense of leadership skills which involve record keeping and bill pay	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct.	

Initial: AS

Rowan County Board of Commissioners
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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Tom Stoner	**Date:** 11/17/2018
Address: 1080 Pond School Rd	**Home Phone:**
City, State, Zip: Richfield, NC 28137	**County of Residence:** Rowan
Email: pooletownvfd@gmail.com	**Work Phone:**
Education:	
Current Employer: Retired	**Occupation:** NCDOT
I am interested in the following Board / Commission: Pooletown Vol. Fire Dept. Board of Trustees	
Recent Community Activities: Member and lifelong supporter of Pooletown VFD	
Why do you feel you are qualified for this appointment: I have been a member of Pooletown since it was founded in 1972. My life has been dedicated to the progress of the department and wish to fill a position to help oversee the fireman's relief fund.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct.	

Initial: TS

Rowan County Board of Commissioners
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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Tina Barkley	**Date:** 11/16/2018
Address: 4055 Richfield Rd	**Home Phone:**
City, State, Zip: Richfield, NC 28137	**County of Residence:** Rowan
Email: Pooletownvfd@gmail.com	**Work Phone:**
Education: Masters in Education	
Current Employer: Rowan-Salisbury Schools	**Occupation:** Erwin Middle School Teacher
I am interested in the following Board / Commission: Pooletown VFD Board of Trustees	
Recent Community Activities: Active supporter of Pooletown and all fire departments	
Why do you feel you are qualified for this appointment: Reside in the district and have always been involved with supporting firefighters.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: TKB	

ROWAN COUNTY
NORTH CAROLINA
Be an original.

ADVISORY BOARD APPLICATION

****THIS APPLICATION IS A PUBLIC RECORD AND MUST BE FULLY COMPLETED TO BE CONSIDERED****

If You Choose To Print And Mail The Application Please Return To:
Rowan County Board of Commissioners
130 West Innes Street
Salisbury, NC 28144
***Fax: 704-216-8195 * Phone: 704-216-8180**

The Rowan County Board of Commissioners appreciates your interest in serving on a Board or Commission. This application will provide general information to the Board when it considers appointments based on your individual interests to serve. Questions are asked regarding gender, occupation, and education in order to meet the County's statutory reporting requirements to the State of North Carolina.

Applicant Name: Ben Pierce **Date of Application:** 10 / 10 / 18

HomeAddress: 111 Bellwood Rd. Salisbury NC 28146
Street Address, City, Zip Code

Home Phone: _____ **Business Phone:** _____

Cell Phone: 704-796-8721 **Fax Number:** _____

Email Address: bptp97@yahoo.com **Gender:** Male ☑ Female ☐

Education: Some College

Current Employer: Self employed **Occupation:** _____

I am interested in the following Board/Commissions (If listing more than one board, please list in the priority of your interest: Board of trustees Rockwell Rural FD

Business/Civic Experience and why you feel you are qualified for this appointment:
Qualified for spending and saving money

Do you reside within the boundaries of Rowan County: Yes ☑ **No** ☐

Have you ever been convicted of a felony? Yes ☐ **No** ☑ **If the answer is yes, please explain:** _____

I have reviewed the information contained in this application, and by initialing below certify the information is true and correct. Initials: _____

ROWAN COUNTY
NORTH CAROLINA
Be an original.

ADVISORY BOARD APPLICATION

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Applicant Name: Troy Agner **Date of Application:** 10/10/18

HomeAddress: 3755 Bringle Ferry Rd. Salisbury N.C
Street Address, City, Zip Code

Home Phone: _____ **Business Phone:** _____

Cell Phone: (704)267-7259 **Fax Number:** _____

Email Address: agner.troy@rockwellrural.com **Gender:** Male ☑ Female ☐

Education: Some College

Current Employer: Salisbury FD **Occupation:** firefighter

I am interested in the following Board/Commissions (If listing more than one board, please list in the priority of your interest: Board of trustees Rockwell Rural FD

Business/Civic Experience and why you feel you are qualified for this appointment:
Qualified for this because I feel as if I am good with finance.

Do you reside within the boundaries of Rowan County: Yes ☑ **No** ☐

Have you ever been convicted of a felony? Yes ☐ **No** ☑ **If the answer is yes, please explain:** _____

I have reviewed the information contained in this application, and by initialing below certify the information is true and correct. Initials: TRA

ROWAN COUNTY
NORTH CAROLINA
Be an original.

ADVISORY BOARD APPLICATION

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The Rowan County Board of Commissioners appreciates your interest in serving on a Board or Commission. This application will provide general information to the Board when it considers appointments based on your individual interests to serve. Questions are asked regarding gender, occupation, and education in order to meet the County's statutory reporting requirements to the State of North Carolina.

Applicant Name: Mr. Kenzie Holshouser **Date of Application:** 10 / 10 / 18

HomeAddress: 13020 Old Beatty Ford Rd, Rockwell, nc, 28138
Street Address, City, Zip Code

Home Phone: 704-431-2549 **Business Phone:**

Cell Phone: 704-431-2549 **Fax Number:**

Email Address: Overcrush.Kenzie@Rockwellrural.com **Gender:** Male ☐ Female ☑

Education: Some College

Current Employer: Rockwell Rural FD **Occupation:** Firefighter

I am interested in the following Board/Commissions (If listing more than one board, please list in the priority of your interest: Board of trustees Rockwell Rural FD

Business/Civic Experience and why you feel you are qualified for this appointment:
I am qualified for this because I feel as if I'm good at saving money and spending money.

Do you reside within the boundaries of Rowan County: Yes ☑ No ☐

Have you ever been convicted of a felony? Yes ☐ No ☑ **If the answer is yes, please explain:**

I have reviewed the information contained in this application, and by initialing below certify the information is true and correct. Initials: MBH

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Ryan L Thompson	**Date:** 11/16/2018
Address: 2250 S. River Church Rd	**Home Phone:** 704-754-0187
City, State, Zip: Woodleaf, NC 27054	**County of Residence:** Rowan
Email: pril27@bellsouth.net	**Work Phone:**
Education:	
Current Employer:	**Occupation:**
I am interested in the following Board / Commission: Scotch Irish Fire Department Trustees	
Recent Community Activities: Involved in the Fire Department	
Why do you feel you are qualified for this appointment: I'm currently a fire trustee and would like to continue serving my community	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: RLT	

Rowan County Board of Commissioners
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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
This application is a Public Record and must be fully completed to be considered

Name: Michael S Aistrop	**Date:** 11/16/2018
Address: 3725 S River Church Rd	**Home Phone:**
City, State, Zip: Woodleaf, NC 27054	**County of Residence:** Rowan
Email: maistrop@aol.com	**Work Phone:**
Education:	
Current Employer:	**Occupation:**
I am interested in the following Board / Commission: Scotch Irish Fire Department Board of Trustees	
Recent Community Activities: Involved with the fire department and South River Food panty	
Why do you feel you are qualified for this appointment: A desire to help the fire department and have a lot of community contacts	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: MA	

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Gary Gaskey	**Date:** 11/02/2018
Address: 155 West Ritchie Road	**Home Phone:** 7046367294
City, State, Zip: Salisbury, NC 28147	**County of Residence:** Rowan
Email: southsalisbury@outlook.com	**Work Phone:** 7046360232
Education:	
Current Employer: US Postal Service	**Occupation:** Rural Mail Carrier
I am interested in the following Board / Commission: South Salisbury VFD Board of Trustees	
Recent Community Activities: I currently serve as President of the Board of Directors for South Salisbury Fire Department.	
Why do you feel you are qualified for this appointment: I was an active firefighter of this organization from 1978 until 2005 serving in various capacities. I feel my experience with this organization and its members provides me with the knowledge needed to serve on the Relief Fund Board of Trustees.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the	

information is true and correct.

Initial: GEG

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Michael Goodman	**Date:** 11/02/2018
Address: 1650 Peeler Road	**Home Phone:** 7042134247
City, State, Zip: Salisbury, NC 28146	**County of Residence:** Rowan
Email: southsalisbury@outlook.com	**Work Phone:**
Education: High School Diploma	
Current Employer:	**Occupation:**
I am interested in the following Board / Commission: South Salisbury VFD Board of Trustees	
Recent Community Activities: Currently serve as a firefighter and board member for South Salisbury Fire Department. I am also a member of St. Paul's Lutheran Church where I serve in the Senior and Men's Choir.	
Why do you feel you are qualified for this appointment: I feel my 39 years of experience with this organization and knowledge of the fire district and its members provide me with the qualifications needed to serve in this capacity.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the	

information is true and correct.

Initial: MWG

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Rick James Richard Waller	**Date:** 10/20/2018
Address: 4330 Stokes Ferry Road	**Home Phone:**
City, State, Zip: Salisbury, North Carolina 28146	**County of Residence:** Rowan
Email: rcbh@earthlink.net	**Work Phone:**
Education:	
Current Employer: Nippon Electric Glass	**Occupation:** Instrumentation Technician
I am interested in the following Board / Commission: Uniion VFD Firemans Relief Fund Commissioner	
Recent Community Activities: Current Deputy Chief of Union VFD Current Board member and secretary of Board of Directors	
Why do you feel you are qualified for this appointment: I feel I have the interest of the firefighters in mind. I want to look after these folks.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the	

information is true and correct.

Initial: RW

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Kevin Wayne Kesler	**Date:** 10/22/2018
Address: 316 Kesler Farm Dr.	**Home Phone:** 704-467-2327
City, State, Zip: Salisbury, N.C. 28146	**County of Residence:** Rowan
Email: kevink@cdtech2000.com	**Work Phone:** 704-857-1908
Education: Graduate of East Rowan High School 1979 and graduate of Nashville Auto Diesel College 1980	
Current Employer: NC State Highway Patrol	**Occupation:** Auto Technician
I am interested in the following Board / Commission: Union VFD Board of Trustees Firefighter Relief Fund	
Recent Community Activities: Current board member Union VFD recently re elected	
Why do you feel you are qualified for this appointment: I am currently on this board until my term runs out at the end of 2018	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: KWK	

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Lonnie Edgar Mills III	**Date:** 11/09/2018
Address: 345 Graham Loop Road	**Home Phone:** 704-637-7902
City, State, Zip: Mount Ulla, NC 28125	**County of Residence:** Rowan
Email: Millsmaintenance1@aol.com	**Work Phone:** 704-798-9288
Education: High school graduate	
Current Employer: Mills Maintenance	**Occupation:** Heavy equipment mechanic
I am interested in the following Board / Commission: Board of trustees-West Rowan Vol Fire Dept	
Recent Community Activities: None	
Why do you feel you are qualified for this appointment: Member of the department and have lived in the area all my life.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: LEM	

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Philip Laban Sloop, Jr	**Date:** 11/01/2018
Address: 3260 Back Creek Church Rd	**Home Phone:** 7046427247
City, State, Zip: Mount Ulla, North Carolina 28125	**County of Residence:** Rowan
Email: Philip.slc@gmail.com	**Work Phone:**
Education:	
Current Employer:	**Occupation:**
I am interested in the following Board / Commission: West Rowan Fire Department Board if Trustees	
Recent Community Activities: Member of Back Creek Church North Carolina Soybean Board	
Why do you feel you are qualified for this appointment: I am heavily involved in my community and wish to further my involvement by working with the West Rowan Fire Dept.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	

I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct.

Initial: PLS

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES

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NAME: JOSEPH B GREGORY II	**DATE:** 11/5/18
ADDRESS 3030 Potweck Rd	**HOME AND/OR CELL PHONE:** 704-278-2662
CITY, STATE, ZIP: WOODLEAF, NC 27054	**COUNTY OF RESIDENCE:** ROWAN
EMAIL ADDRESS: bubba.7706@bellsouth.net	**WORK PHONE:** 704-216-8500
EDUCATION: High School Graduate with some College	
CURRENT EMPLOYER: ROWAN COUNTY TELCOM	**OCCUPATION:** TeleCommunicator

I AM INTERESTED IN THE FOLLOWING BOARD/COMMISSION:
Relief Fund Board of Trustees

RECENT COMMUNITY ACTIVITIES:

WHY DO YOU FEEL YOU ARE QUALIFIED FOR THIS APPOINTMENT?
(ATTACH ADDITIONAL SHEETS IF NEEDED)

HAVE YOU EVER BEEN CONVICTED OF A FELONY? YES___ NO X

IF THE ANSWER IS YES ABOVE, PLEASE EXPLAIN (ATTACH ADDITIONAL SHEET IF NECESSARY):

I have reviewed the information contained in this application, and by signing below certify that the information is true and correct.

Joseph B Gregory II
Applicant Signature

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES

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NAME: J. Artie Watson	**DATE:** 11-5-18
ADDRESS 385 Farm Dr.	**HOME AND/OR CELL PHONE:** 704 798 3444
CITY, STATE, ZIP: Woodleaf, NC 27054	**COUNTY OF RESIDENCE:** Rowan
EMAIL ADDRESS: artiewatson.woodleaffire@gmail.com	**WORK PHONE:** 704 278 2028
EDUCATION: BA Catawba College	
CURRENT EMPLOYER: Self dba Wetmore Farms	**OCCUPATION:** Farmer

I AM INTERESTED IN THE FOLLOWING BOARD/COMMISSION:

Woodleaf Fire Dept. Relief Fund Board

RECENT COMMUNITY ACTIVITIES:

Member - Asst. Chief Woodleaf FD - Member - Elder - Unity Pres. Church
Member Woodleaf Civitan Club -

WHY DO YOU FEEL YOU ARE QUALIFIED FOR THIS APPOINTMENT?
(ATTACH ADDITIONAL SHEETS IF NEEDED)

Interested in helping community and Fire department. 30 plus years of Fire service.

HAVE YOU EVER BEEN CONVICTED OF A FELONY? YES___ NO X

IF THE ANSWER IS YES ABOVE, PLEASE EXPLAIN (ATTACH ADDITIONAL SHEET IF NECESSARY):

I have reviewed the information contained in this application, and by signing below certify that the information is true and correct.

J. Artie Watson
Applicant Signature

Rowan County Board of Commissioners
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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Craig Cline Myers	**Date:** 10/17/2018
Address: PO BOX 415	**Home Phone:** 704-278-4694
City, State, Zip: CLEVELAND, NC 27013	**County of Residence:** Rowan
Email: craigmyers10@bellsouth.net	**Work Phone:** 704-278-4532
Education: High School Graduate (West Rowan) Haywood Tech -2 year degree	
Current Employer: Myers Forest Products, Inc	**Occupation:** owner-pallet manufacturer-buy & sell logs-timber buying
I am interested in the following Board / Commission: Cleveland Community Volunteer Fire Department Commissioner	
Recent Community Activities: Former member of Cleveland Town Board Deacon at Enon Baptist Church Participate in Rowan County Relay for Life	
Why do you feel you are qualified for this appointment: I am a former member of Cleveland Town Board and life long resident of Cleveland. I respect and appreciate the Cleveland Community Volunteer Fire Department and want to do my part to help	

them.
Have you ever been convicted of a felony: No
If the answer is yes above, please explain:
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: CCM

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Claude Leon Rogers Jr	**Date:** 11/11/2018
Address: 565 Redmon Rd	**Home Phone:** 704-239-5003
City, State, Zip: Cleveland, North Carolina 27013	**County of Residence:** Rowan
Email: clrogersj@yahoo.com	**Work Phone:** 704-645-5000
Education: High school diploma	
Current Employer: Freightliner LLC	**Occupation:** Team Leader
I am interested in the following Board / Commission: Fire Commissioner for the Cleveland Volunteer Fire Department	
Recent Community Activities: Prior Fire Commissioner for Cleveland Volunteer Fire Department Former Member of the Cleveland Volunteer Fire Department Former Member of the Rowan County Rescue Squad	
Why do you feel you are qualified for this appointment: Being able to be involved in the community. Assistant Chief of Cleveland Volunteer Fire department. Board of directors and was President of the board.	

Budget committee Know what is needed of the department
Have you ever been convicted of a felony: No
If the answer is yes above, please explain:
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: CLR Jr.

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Jason Boger	**Date:** 11/16/2018
Address: 2430 Needmore Rd	**Home Phone:**
City, State, Zip: Woodleaf, NC 27054	**County of Residence:** Rowan
Email: jasonboger77@gmail.com	**Work Phone:**
Education:	
Current Employer: Ingersoll Rand	**Occupation:**
I am interested in the following Board / Commission: I am interested in being a Scotch Irish Fire Commissioner	
Recent Community Activities: Pastor at Northmont Baptist Church and involved with activities	
Why do you feel you are qualified for this appointment: I have knowledge in budgeting, Involved with community/church events and would like to help more out in my community.	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct.	

Initial: JLB

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Larry McCutcheon Graham	**Date:** 10/24/2018
Address: 10265 Caldwell Road	**Home Phone:** 7046338435
City, State, Zip: Mount Ulla, NC 28125-8708	**County of Residence:** Rowan
Email: lgraham28125@gmail.com	**Work Phone:** 7044312075
Education: A A S Degree Electronics Technology - Rowan Technical Institute- 1964 - 1967 United States Air Force - S/Sgt - Airborne Weapons Control Integrated Systems - 1967 - 1971 Duke Power Company - Senior Technical Specialist - Fossil Production and Nuclear Production Technical Services - 1972 - 2001	
Current Employer: RETIRED	**Occupation:** GRAHAM FoggyBottom Farm
I am interested in the following Board / Commission: West Rowan Volunteer Fire Department Commissioners	
Recent Community Activities: West Rowan Volunteer Fire Department Commissioner 2017 - 2018 Carolina Antique Power Association Country Life Museum @ Sloan Park	
Why do you feel you are qualified for this appointment: Yes	

Have you ever been convicted of a felony: No
If the answer is yes above, please explain:
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: L M G

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Jennifer Corriher Mcdaniel	**Date:** 11/14/2018
Address: 255 Cline Rd	**Home Phone:** 7042455264
City, State, Zip: Mount Ulla, NC 28125	**County of Residence:** Rowan
Email: Jennifer_mcdaniel2@yahoo.com	**Work Phone:** 7042784554
Education: West Rowan High School Western Carolina University Limestone College	
Current Employer: United States Postal Service	**Occupation:** PTF Clerk - Mt Ulla PO
I am interested in the following Board / Commission: WRFD Fire Commission	
Recent Community Activities: My job at the Post Office is about serving my friends and neighbors in Mt Ulla. I work everyday to make sure my friends and neighbors, most of whom I grew up with, have the information they need. Whether it be answering questions about early voting or where they were to vote on Election Day. I just recently signed up to help with the poles on election night 2020. I am excited to do my part.	

Why do you feel you are qualified for this appointment: I work for the postal service in Mt Ulla. I live and work In the Mt Ulla community and I feel it is important to serve my community if there is an opportunity. I hope this will be just one of many ways that I may serve the community of Mt Ulla and the surrounding communities in Rowan County. I look forward to helping where I can...
Have you ever been convicted of a felony: No
If the answer is yes above, please explain:
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: JMcD

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APPLICATION FOR NOMINATION TO COUNTY BOARDS AND COMMITTEES
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Name: Danny Ellenburg	**Date:** 11/14/2018
Address: 350 Centenary Church Road	**Home Phone:** (704)663-5986
City, State, Zip: Mount Ulla, North Carolina 28125	**County of Residence:** Rowan
Email: daellenburg@davidson.edu	**Work Phone:** (704)534-7501
Education:	
Current Employer: Davidson College	**Occupation:**
I am interested in the following Board / Commission: Fire Commissioner for West Rowan Fire Department	
Recent Community Activities: Safety Committee at Centenary United Methodist Church	
Why do you feel you are qualified for this appointment: Former member of Centenary Fire Department	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: DE	

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Name: Danny Ellenburg	**Date:** 11/14/2018
Address: 350 Centenary Church Road	**Home Phone:** (704)663-5986
City, State, Zip: Mount Ulla, North Carolina 28125	**County of Residence:** Rowan
Email: daellenburg@davidson.edu	**Work Phone:** (704)534-7501
Education:	
Current Employer: Davidson College	**Occupation:**
I am interested in the following Board / Commission: Fire Commissioner for West Rowan Fire Department	
Recent Community Activities: Safety Committee at Centenary United Methodist Church	
Why do you feel you are qualified for this appointment: Former member of Centenary Fire Department	
Have you ever been convicted of a felony: No	
If the answer is yes above, please explain:	
I have reviewed the information contained in this application, and by initialing below certy that the information is true and correct. Initial: DE	