

# Tab 3



## January 2026 Managers Report

covers the period December 1, 2025 through early January, 2025

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**Financial Report-** Attached ending 12/31/25

You still have a vacancy on the **Board of BRMSD** since Deb Khouri's resignation two summers ago.

**TRC/Water Treatment Rehab** - Bid went out January 16, Feb 4- mandatory pre-bid conference, Feb 12, last day for questions, Feb 25 Bids due, March 5 open bids, March 10 Board awards.

**Flex billing statement:** from Chargepoint- to be received for December \$72.00

**Events:** Spirit of Christmas and all associated events in December- nothing on the books for January except Polar Plunge Jan 31 at John Bond Beach.

**Request to add to No Parking on the Mildred side of Lupton Park:** Residents at 702 3<sup>rd</sup> Ave have requested no parking be on that side of Lupton as they have difficulty with cars parked there getting into and out of their driveway. That would require the Board to adjust the traffic Ordinance. Awaiting direction.

**CycleNC Planning:** The group will meet to consider logistics and look for additional parking- event April 24-26.

**Water Discharge Permit:** Our permit is in draft form and increases the copper limit from 1.85 micrograms to 37 micrograms! NCDWR has forwarded the draft permit for comment- our Consultant is drafting the response, with Mr. Early.

**Upcoming: February 9<sup>th</sup>- annual staff leave.**

Town of Oriental  
 Monthly Budget Report- Major Funds Only

50 % of Fiscal Year Completed December 2025

GENERAL FUND	Budgeted 25-26	YTD 25-26	% of Budget	YTD 24-25	
<b>REVENUES</b>					
Property Tax	\$550,678.00	\$339,377.95	62%	\$333,859.22	
Sales Tax	\$258,148.00	\$93,873.53	36%	\$89,269.19	2 months behind
State-Shared Revenues	\$77,985.00	\$36,704.96	47%	\$22,767.46	
Solid Waste Fees	\$172,600.00	\$90,878.60	53%	\$89,094.05	
Development Permit Fees	\$8,500.00	\$6,225.00	73%	\$4,275.00	
DMV Tax	\$29,129.00	\$17,189.42	59%	\$17,193.55	
Grant Revenues	\$72,469.00	\$72,469.25	100%	\$2,299.04	
Other Revenues	\$131,086.00	\$91,355.34	70%	\$84,971.60	
GF Interest Earnings	\$25,500.00	\$9,128.39	36%	\$7,687.76	*not from investments
Appropriated Fund Balance	\$16,966.00	\$0.00	0%	\$0.00	
<b>TOTAL G/F REVENUES</b>	<b>\$1,343,061.00</b>	<b>\$757,202.44</b>	<b>56%</b>	<b>\$651,416.87</b>	\$684,733.29 w/o FEMA

EXPENDITURES	Budgeted 25-26	YTD 25-26	% of Budget	YTD 24-25	
Legal	\$13,500.00	\$6,976.00	52%	\$5,360.00	\$6138.00 10/31
Administration	\$471,307.54	\$268,309.04	57%	\$239,556.14	it, textmygov
Police	\$146,863.18	\$66,978.38	46%	\$82,041.33	
Public Works	\$368,492.28	\$97,536.66	26%	\$94,370.41	tree maint included ^contracted serv
Sanitation	\$198,562.00	\$91,559.55	46%	\$87,741.15	svc chg and gr waste tipping^
<b>TOTAL EXPENDITURES</b>	<b>\$1,230,641.00</b>	<b>\$531,359.63</b>	<b>43%</b>	<b>\$509,069.03</b>	
<b>Revenues Over Expenses</b>		<b>\$225,842.81</b>		<b>\$142,347.84</b>	<b>Revenues over expenditures</b>

WATER FUND	Budgeted 25-26	YTD 25-26	% of Budget	YTD 24-25	
<b>WATER REVENUES</b>					
Water Collections	\$379,610.00	\$190,334.14	50%	\$190,303.43	
All Other Water Revenue	\$59,100.00	\$60,574.84	102%	\$38,503.29	PFAS \$20,060.17
<b>TOTAL REVENUES</b>	<b>\$438,710.00</b>	<b>\$250,908.98</b>	<b>57%</b>	<b>\$228,806.72</b>	
<b>EXPENDITURES</b>					
Administration	\$217,525.00	\$87,681.64	40%	\$89,969.62	salt-5k, tap+7K, test++6K, no contracted ORC
Operating	\$221,185.00	\$100,464.23	45%	\$114,643.11	
<b>TOTAL EXPENDITURES</b>	<b>\$438,710.00</b>	<b>\$188,145.87</b>	<b>43%</b>	<b>\$204,612.73</b>	
<b>Revenues Over Expenses</b>		<b>\$62,763.11</b>		<b>\$24,193.99</b>	

Current Month Summary of Cash Accounts	24-25 FYE	Last Month	Current Month
<b>GENERAL FUND Reg checking</b>	\$98,891.03	\$358,087.56	\$482,001.40
Fund Balance G/F	\$832,039.96	\$1,232,340.73	\$1,232,340.73
NCCMT GF	\$472,884.60	\$478,520.39	\$481,584.86
<b>WATER FUND Reg Checking</b>	\$263,216.69	\$319,656.69	\$334,449.48
Water- NCCMT	\$57,407.50	\$58,217.87	\$58,590.69
Water Fund Balance	\$49,602.12	\$34,878.07	\$34,878.07
Water Retained Earnings		\$1,146,616.07	\$1,146,616.07

OTHER FUNDS (Capital and Special Revenue) '	24-25 FYE	Current Month
Occ Tax- Waterfront Enhancement	\$149,224.00	\$164,423.77
Occ Tax - Parks and Recreation	\$10,766.00	\$17,017.63
Occ Tax - Tourism	\$70,918.96	\$79,770.48
<b>POWELL FUNDS</b>		
Powell in First Citizens	\$29,648.82	\$29,648.82
NCCMT Powell	\$121,194.00	\$124,561.86
<b>Total Powell</b>	<b>\$150,842.82</b>	<b>\$154,210.68</b>

YTD 2025 OCC	YTD 2026 OCC
\$12,895.82	\$13,698.33
\$5,158.21	\$5,479.19
\$7,737.81	\$8,219.12
\$25,791.84	\$27,396.64

# STRATEGIC PLANNING: A WORKSHOP FOR SMALL TOWNS

Practical, hands-on planning for municipalities under 15,000 population.

In this two-day training, designed specifically for small towns under 15,000 in population, multiple personnel from each participating government will work together in building a draft Strategic Plan, led and guided by NC League experts.

## Date & Time

February 17-18, 2026  
9:30AM - 4PM each day

## Location

Doubletree by Hilton  
100 Middle Street, New Bern, NC

## Cost

\$500 per town  
(up to 5 participants)  
\$125 per additional participant

## Participation

At least 3 representatives  
per town, including  
2 elected officials



## By the end of the workshop, your team will have:

- A first-draft Strategic Plan tailored to your community's needs and priorities
- Clearly defined strategic focus areas, objectives, and action steps for the next 3 to 5 years
- A better understanding of how to engage community members and stakeholders in refining and adopting your plan
- Knowledge of how to use governance tools and performance tracking to ensure ongoing success
- In addition to plan development, the session includes discussion of practical governance strategies to ensure the Strategic Plan is not only completed but also implemented effectively and updated as community needs evolve

**SPACE IS LIMITED!**  
**REGISTER NOW**  
with QR code or visit  
[www.nclm.org/AML](http://www.nclm.org/AML).

Contact us at  
[learning@nclm.org](mailto:learning@nclm.org)  
for more info.

Turn planning into action. Leave with a draft Strategic Plan for your town.



Below are dimensions and descriptions for the proposed extension and remediation of the Tennis/Pickleball Court at Lupton Park, submitted 1/7/2026 by Anthony Noel (400 High Street) on behalf of the Facilities Committee of Pamlico Pickleball.

Pamlico Pickleball is a volunteer organization which organizes and provides training, instruction, recreational and league play in Pamlico County, and advocates for public access to courts, both outdoor and indoor, within the county and its municipalities.

### **PROPOSED ASPHALT IMPROVEMENTS AND REMEDIATION**

- Add to the long edges of the existing pad two (2) swaths of asphalt, 8' x 120'.
- Remediate an approximately 200 s.f. area at the south end of the existing pad to correct its current sunken state, returning it to "playing level," i.e., still pitched sufficiently for drainage.
- In executing this work, provide/prepare substrate to result in finished asphalt height flush to existing pad (final smoothing and finish resurfacing by others).

### **FINAL SMOOTHING AND RESURFACING SPECS**

(provided and presently out for quote by North State Resurfacing)

Once the pad widening is complete or near completion, I will need to visit the site to assess the conditions and determine an accurate final price.

Based on the expanded pad size of 66' x 120', I'll prepare updated pricing for resurfacing along with the layout for one tennis court and four pickleball courts. I'll also include options for contrasting court colors and clearly defined line work, as well as recommendations for the highest-quality coating systems available. While no acrylic system can guarantee 15 years of service life, I will outline the most durable options and what you can realistically expect.

One note: resurfacing across both the new asphalt and the existing pad will require additional steps to properly blend the two areas. I'll detail those procedures and associated costs in the updated proposal to ensure a uniform finish across the full surface.

I'll build in a contingency factor to account for anticipated cost changes between now and the proposed 2026 timeline. Once I finalize the revised budget figures, I'll send everything over for review.

# Flex Billing Statement

December 1, 2025 - December 31, 2025

This statement details the monthly revenue generated by your ChargePoint electric vehicle charging stations.

**ChargePoint, Inc.**  
 254 East Hacienda Avenue | Campbell, CA 95008  
 USA  
 chargepoint.com

**Organization:** Town of Oriental, NC  
**Group:** Organization Default  
**Remittance ID:** NA007171FB16341

**Accounts Payable:**  
 flexbilling@chargepoint.com

All amount stated in U.S. Dollars (USD)

Summary	
Net Session Fee (price set by host)	\$80.00
plus Excise Tax (excise tax paid by host)	\$0.00
plus Sales Tax (Sales Tax paid by ChargePoint)	\$0.00
plus Other Taxes (fee tax set and paid by host)	\$0.00
<b>Gross Amount</b> (Net Session Fee + taxes)	<b>\$80.00</b>
less Flex Billing Service Fee (ChargePoint fee for Flex Billing service)	-\$8.00
less Sales Tax	-\$0.00
<b>Payout Amount</b> (amount paid to the host inc excise tax)	<b>\$72.00</b>

Station Name	Pricing Rule Name	Transaction Type	Transaction ID	Start Time	End Time	TZ	Energy (kWh)	Transaction Date (PT)	Net Session Fee	Excise Tax	Sales Tax	Other Taxes	Gross Amount	Flex Billing Service Fee	Payout Amount
ORIENTAL S1 TOWN HALL	All Chargers	Session	4646600271	2025-11-30 18:31:23	2025-12-01 06:30:59	EST	38.341	2025-12-01 03:31:48	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.50	\$4.50
ORIENTAL S1 TOWN HALL	All Chargers	Session	4670158861	2025-12-08 12:41:36	2025-12-08 15:55:18	EST	23.365	2025-12-08 12:56:07	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.50	\$4.50
ORIENTAL S1 TOWN HALL	All Chargers	Session	4669998101	2025-12-08 11:54:08	2025-12-08 19:19:09	EST	44.562	2025-12-08 16:20:15	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.50	\$4.50
ORIENTAL S1 TOWN HALL	All Chargers	Session	4673772081	2025-12-09 13:43:49	2025-12-09 16:37:46	EST	19.551	2025-12-10 06:58:09	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.50	\$4.50
ORIENTAL S1 TOWN HALL	All Chargers	Session	4686151041	2025-12-13 09:14:09	2025-12-13 12:18:45	EST	21.898	2025-12-13 09:19:36	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.50	\$4.50
ORIENTAL S1 TOWN HALL	All Chargers	Session	4686895931	2025-12-13 13:49:56	2025-12-13 20:20:54	EST	47.501	2025-12-13 17:22:04	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.50	\$4.50
ORIENTAL S1 TOWN HALL	All Chargers	Session	4690461361	2025-12-15 01:07:24	2025-12-15 05:44:43	EST	30.119	2025-12-15 03:12:06	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.50	\$4.50

Station Name	Pricing Rule Name	Transaction Type	Transaction ID	Start Time	End Time	TZ	Energy (kWh)	Transaction Date (PT)	Net Session Fee	Excise Tax	Sales Tax	Other Taxes	Gross Amount	Flex Billing Service Fee	Payout Amount
ORIENTAL S1 TOWN HALL	All Chargers	Session	4694107551	2025-12-16 08:08:06	2025-12-16 13:20:41	EST	34.896	2025-12-16 10:21:52	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.50	\$4.50
ORIENTAL S1 ORIENTAL MARINA	All Chargers	Session	4699305821	2025-12-17 15:14:39	2025-12-18 08:46:16	EST	52.801	2025-12-18 16:08:00	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.50	\$4.50
ORIENTAL S1 ORIENTAL MARINA	All Chargers	Session	4702807561	2025-12-18 14:32:54	2025-12-18 14:56:10	EST	2.672	2025-12-18 16:09:36	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.50	\$4.50
ORIENTAL S1 TOWN HALL	All Chargers	Session	4707181811	2025-12-20 08:44:51	2025-12-20 09:31:04	EST	5.447	2025-12-20 06:32:27	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.50	\$4.50
ORIENTAL S1 TOWN HALL	All Chargers	Session	4721640701	2025-12-26 17:06:25	2025-12-27 07:19:59	EST	57.957	2025-12-27 04:21:18	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.50	\$4.50
ORIENTAL S1 TOWN HALL	All Chargers	Session	4724711681	2025-12-28 08:29:59	2025-12-28 13:24:47	EST	35.471	2025-12-28 10:25:59	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.50	\$4.50
ORIENTAL S1 ORIENTAL MARINA	All Chargers	Session	4724913501	2025-12-28 11:42:39	2025-12-28 22:00:06	EST	43.753	2025-12-28 19:00:50	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.50	\$4.50
ORIENTAL S1 TOWN HALL	All Chargers	Session	4728239651	2025-12-29 20:01:23	2025-12-30 11:19:32	EST	85.703	2025-12-30 08:21:03	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.50	\$4.50
ORIENTAL S1 TOWN HALL	All Chargers	Session	4731713201	2025-12-31 07:47:03	2025-12-31 16:06:37	EST	42.050	2025-12-31 13:07:33	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.50	\$4.50
<b>Total</b>									<b>\$80.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$80.00</b>	<b>\$8.00</b>	<b>\$72.00</b>

**Diane Miller**

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**From:** Harry Bailey <potablewatersolutions@yahoo.com>  
**Sent:** Tuesday, January 13, 2026 5:29 PM  
**To:** Robinson, Caroline  
**Cc:** Montebello, Michael J; Miller, Diane H; Early, Daniel R; Shires, Cassilyn; Rogers, Richard E  
**Subject:** Re: [External] NC0088447

Ms. Robinson,

Good evening! Thanks for the email and for the proposed metals limits in the upcoming draft. Believe the Town will be very happy with the proposed copper limits, and I will share it with their Water Board in the morning.  
Thanks again for the update and I hope you have a lovely evening!

Harry Bailey  
Potable Water Solutions, LLC  
252-945-8948

On Tuesday, January 13, 2026 at 04:59:15 PM EST, Robinson, Caroline <[caroline.robinson@deq.nc.gov](mailto:caroline.robinson@deq.nc.gov)> wrote:

Hi Harry,

We are finalizing the courtesy draft to send to you this week. You asked about the metal limits for the draft renewal, which are shown below. Please note that the Town will have the opportunity to review the draft permit shortly and that any changes would all be subject to a public notice of the draft permit. In the draft, both the copper and zinc limits have been revised, and the lead limit was removed, since there was no reasonable potential to exceed water quality standards for lead. The fact sheet will have more information on this.

<b>DRAFT</b>		<b>2018 Permit Effluent Limits</b>		<b>2026 Draft Permit Effluent Limits</b>	
<b>Effluent Characteristic</b>		<b>Monthly Average</b>	<b>Daily Maximum</b>	<b>Monthly Average</b>	<b>Daily Maximum</b>
Total Copper	01042	1.85 µg/L	2.90 µg/L	37.00 µg/L	49.45 µg/L
Total Zinc	01092	42.8 µg/L	47.6 µg/L	Monitor & Report	810.8 µg/L
Total Lead	01051	4.25 µg/L	110.40 µg/L	No Reasonable Potential – Limit Removed	

Thanks,

Caroline

**BOARD OF COMMISSIONERS**

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EDWARD RIGGS JR. - TOWNSHIP #3

**VICE-CHAIRMAN**  
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**COUNTY OF PAMLICO**

POST OFFICE BOX 776  
BAYBORO, NORTH CAROLINA 28515  
(252) 745-3133 / 745-5195  
FAX (252) 745-5514

**COUNTY MANAGER**  
MARK BREWINGTON

**CLERK TO THE BOARD**  
TRACY BOYD

**COUNTY ATTORNEY**  
DAVID B. BAXTER, JR.

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**ECONOMIC DEVELOPMENT**  
**Incentive Policy & Scoring System**

**Purpose**

Pamlico County encourages and supports new business development and the expansion of existing businesses through retention, recruitment, and entrepreneurial endeavors. The incentive grant program is designed to promote capital investment and job creation in Pamlico County. Goals of the incentive program include:

- Encourage private capital investment that broadens the County's tax base and reduces dependence on residential property taxes
- Support business expansion and retention by helping existing employers reinvest in Pamlico County
- Attract additional investment in industries suited to Pamlico's assets such as marine trades, value-added agriculture and aquaculture, light manufacturing, tourism and recreation, and aging services
- Create and retain quality jobs that offer sustaining wages and career growth opportunities for residents
- Expanding the County's tax base and strengthening community resilience through practical, place-based growth

Incentive grants are offered over a period and vary in amount. The amount of a grant depends upon the amount of investment, job creation, wages, whether the business is existing or new, whether it is a headquarters, and whether it complements existing businesses. Other factors such as industry sector, long-term growth potential, and indirect economic impact may be considered.

**Incentive Grant Eligibility**

- Businesses applying for grants must make a net new taxable investment in Pamlico County. Taxable investment includes real and personal property (machinery and equipment). The current real and personal property value will be deducted to calculate net new investment. New equipment will be depreciated on a standard schedule to calculate taxable investment. The minimum net new taxable investment shall be at least \$500,000.00 over the grant period for

new or existing employers. However, the Pamlico County Board of Commissioners reserves the right to consider investments below \$500,000.00.

- Businesses accepting this incentive grant shall create at least three (3) full-time new jobs, defined as 35 hours or more per week, within the agreed-upon grant period. Employees classified as temporary and independent contractors do not qualify.
- For new and existing companies locating or expanding in Pamlico County, the average wage of the new jobs must be at or greater than the average county weekly wage.
- Principals or Businesses receiving a grant from Pamlico County must not owe any Federal, State, or Local state taxes to be eligible to receive payment during the grant period.

#### **Definitions**

- A corporate headquarters is defined as a corporate, subsidiary, or regional managing office, as defined by NAICS in United States industry 551114, that is responsible for strategic or organizational planning and decision-making for the business on an international, national, or multistate regional basis.
- An existing business is defined as a company that has a physical presence in Pamlico County, is not delinquent in local property taxes, and has at least one full-time employee for at least one year in Pamlico County.
- A business is defined as complementary to the existing business base if there is a customer or supplier relationship between the new business and an existing business and/or if the company is in an existing business cluster.

There is no right to a grant or other assistance. Eligibility does not guarantee the offer of an incentive grant. All grants are approved on a case-by-case basis in the sole discretion of the County and require compliance with North Carolina General Statute 158-7.1

**Incentive Scorecard**

<b>New Job Creation</b>	<b>Points</b>
3-5	0
6-10	5
11-25	10
26 and Above	15
<b>Total Investment</b>	<b>Points</b>
\$500,000 to \$1,000,000	10
\$1,000,001 to \$3,000,000	20
\$3,000,001 to \$7,000,000	30
\$7,000,001 to \$9,999,999	40
\$10,000,000 or More	50
<b>Wages</b>	<b>Points</b>
100% of Weekly Wages	5
110% of Weekly Wages	10
120% of Weekly Wages	20
130% of Weekly Wages	25
140% of Weekly Wages	30
150% or Above of Weekly	40

Additional points may be added to a final score for a new or expanding business that meet one or more of the criteria below:

- Locating its headquarters to Pamlico County
- Is deploying advanced technology
- Is reusing and/or rehabilitating an existing building
- Is an existing business, or has a supply chain relationship with an existing business.
- If all newly created jobs exceed weekly average wages for Pamlico County

This list is not exhaustive, the Pamlico County Board of Commissioners may grant special consideration to significant projects at its discretion.

**Basic Incentive Guidance**

Phasing, year ranges, and assignment of points are contemplated at the discretion of the Pamlico County Board of Commissioners and is subject to factors such as economic impact, industry sector, competitiveness, etc.

<b>Minimum Score</b>	<b>Suggested Years</b>	<b>Suggested Percentage</b>
40	2-4	50% - 60%
50	3-6	60% - 70%
70	4-7	70% - 80%
85+	5-10	80% - 90%



Your project will include the completion of urban forestry practices and community forestry activities to address your needs. The progress and completion of a grant project will be measured by the completion of these practices and activities as well as other important deliverables. The following are the definitions of practices, activities, other important deliverables and requirements by practice and activity category.

- Inventories and assessments -- urban forest inventories and assessments
  - Requirement for all
    - NCFS tree inventory/assessment specification or approved specification
  - Inventory
    - Complete tree inventory -- an inventory of all trees and planting sites located on community street rights of way and/or community properties
      - Requirements: NCFS Managing Community, tree inventory software
    - Partial tree inventory -- a partial tree inventory records trees or sites that meet a specific management objective. Examples include a risk tree inventory, tree-planting site inventory or an inventory of trees with forest health problems.
    - Project tree inventory -- an inventory of all trees located within a project area
    - Sample tree inventory -- a statistically valid sample inventory of trees in a community or defined area in the community. The resulting data will provide estimates of numbers of trees, tree species, health, structure, age and management needs for planning purposes.
    - Tree inventory tools -- Computer software to house, maintain and manage a tree inventory. Data collection devices and other tree inventory tools.
  - Resource assessment
    - Tree canopy cover assessment -- A tree canopy cover assessment uses aerial photographs and other types of remote sensing data to quantify the area of a community covered by tree canopy, vegetation, hardscape and other land cover features for planning purposes. The assessment also quantifies the ecosystem services provided by the tree canopy.
    - Other resource assessment – other type of urban forest remote sensing analysis and assessment
  - Deliverable for all



- Inventory/Assessment report – a report that summarizes the inventory/assessment methodologies and findings
- Ordinances, policy, standards and specifications -- development of local ordinances defining local government’s role, policy, and standards and specifications for managing the urban forest.
  - Conservation development ordinance -- an ordinance that directs tree resource conservation during development
    - Requirements – community meets Tree City USA standards and employs professional urban forestry staff or a consultant
  - Historic/Legacy tree ordinance -- an ordinance that provides protection for individual trees of historical significance
    - Requirements – community meets Tree City USA standards
  - Landscaping ordinance -- an ordinance that specifies landscaping requirements for existing properties or properties under development
    - Requirements – community meets Tree City USA standards and employs professional urban forestry staff or a consultant
  - Public tree ordinance -- an ordinance that establishes municipal authority over the management of public trees and sets management policy and standards. All Tree City USA communities or communities working toward Tree City USA status must have a public tree ordinance.
  - Urban forestry standards and specifications document -- policy, standards and specifications document to guide the planting, maintenance, removal and protection of trees in the community or to complete an FAP project
  - Deliverable for all
    - Digital draft and final copies of the ordinance and/or urban forestry standards and specifications document
- Plans -- Urban and community forestry plans guide a community's management at the community-wide scale.
  - Requirement for all
    - An urban forest inventory or assessment that was completed within the last four years
  - Community forestry plan -- a plan that guides the development and implementation of community-wide or specific community forestry activities
  - Management plan -- a plan that establishes policies, goals, objectives and a budget for the operational management of the community's urban forest (all urban forestry practices). The primary audience is the staff and leadership of the organization.



- Practice plan -- a plan that establishes objectives, implementation, specifications, policy and a budget that addresses a single urban forestry practice in the management of the community's urban forest. The primary audience is the staff and leadership of the organization.
  - Examples: food forest plan, risk tree mitigation plan, tree maintenance plan, invasives mitigation plan, tree-planting and post-care plan, urban wood utilization plan
- U&CF comprehensive plan -- a comprehensive plan that establishes policies, goals and objectives for all U&CF activities for the management of the community's urban forest. The audience is the public, staff and leadership of the community. NCFs Managing Communities only.
- Plan draft – a draft of a plan designating the completion of a planning process. Additional draft(s) of the plan will be completed before the completion of the final plan product.
- Deliverable for all
  - Digital draft and final copies of the plan
- Tree maintenance -- Complete a tree maintenance, i.e., pruning and removal, project. An urban forestry professional must develop or review and approve the project.
  - Requirements
    - Complete or partial tree inventory directing the tree maintenance
    - Practice plan – tree maintenance
    - Tree maintenance specifications
    - Supervision of tree maintenance work by a qualified urban forestry professional
  - Tree maintenance -- completion of a tree maintenance project, i.e., watering, pruning, removal etc.
  - Tree maintenance tools -- Pruners, saws and other arboricultural diagnostic and maintenance tools
  - Deliverables for all
    - Practice plan
    - Tree maintenance specifications
    - List of trees, location and maintenance performed
    - Work quality assurance inspection by qualified urban forestry professional
- Tree planting -- Complete a tree planting project. An urban forestry professional must develop or review and approve the project.
  - Requirements



- Complete or partial tree inventory of planting sites
- Practice plan – tree-planting and post-care plan
- Tree-planting and post-care specifications
- Supervision of tree planting work by a qualified urban forestry professional
- Tree planting -- completion of the tree-planting project, i.e., trees and installation
- Tree-planting site preparation -- for sites with major rehabilitation needs. Removal of poor soil, asphalt or concrete to establish suitable growing conditions for the species of tree to be planted.
- Trees – purchase and delivery of trees
- Tree-planting tools and supplies -- tools, mulch, staking supplies and watering bags
- Deliverables for all
  - Practice plan
  - Tree-planting and post-care specifications
  - Tree quality assurance inspection before or at delivery by a qualified urban forestry professional
  - A list of locations and trees to be planted
  - Work quality assurance inspection by a qualified urban forestry professional
- Outreach -- development and delivery of outreach products and events to inform and engage the community in urban and community forestry. Required for all projects. Must be developed by a communications professional and fulfill the following objectives. Educates and engages the public in the project. Inform the residents in advance of practices and activities that are scheduled for completion in their neighborhood.
  - Outreach program plan -- development of a project outreach program. This is a plan that details the audience, outreach events, outreach or education/training product needs and schedule.
  - Outreach event -- development and delivery of a stakeholder survey, a media campaign, an in-person event including agenda, venue(s) and supplies for the event.
  - Outreach products -- development of outreach publications and media products, such as news releases, social media content and digital media including display, programmatic video and traditional advertising, for standalone use or as part of an outreach program.
  - Deliverable for all
    - Digital draft and final copies of outreach plan or products



- Education and training -- educational and training programs, products and events
  - Education/Training program plan -- development of education or training program including target audience, curriculum, agendas, education/training product needs and education/training event schedules.
  - Education/Training products -- training and educational publications and media products for standalone use or as part of an education/training program or events
  - Education/Training event -- development and delivery of educational or training events including agenda, speakers, venue and schedule for standalone events or as part of an education/training program
  - Deliverable for all
    - Digital draft and final copies of education plan or products



**Oriental Police Department Report**  
**Month of December**  
**Officer N. Blayney and Office W. Wichrowski**

<u>Call Type</u>	<u>Monthly Total</u>	<u>Yearly Total</u>
Residential Alarm	1	4
Business Alarm		9
Residence Check	2	63
Business Check	47	954
Welfare Check	2	24
Call for Service	31	160
Reports Taken	0	27
Arrest		13
Traffic Stop		21
Town Ordinance	2	39
Citizen Assist	4	80
Suspicious Activity	2	30
Assault	2	8
Domestic		7
Drug/Alcohol		4
Trespass Complaint	1	7
Damage to Property		2
Larceny	1	16
Breaking & Entering		1
Fire/EMS Call	4	34
Animal Control	1	8
Assist Other Agency	9	134
Town Event	4	37
Administration	3	346
Training		12
Mileage for PI 2018	135.5	5513.1
Mileage for PI 2020	488.3	5103.4
Traffic Enforcement	3	58.5
Total Incidents	82	142
Notes:Events: SOC, Christmas Parade, Santa Ride, Dragon Run		