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# **Manager’s Budget Message**

## **Fiscal Year 2023-2024**

### **Recommended Budget**

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**To:           The Beaufort County Board of Commissioners**

**Date:        May 15, 2023**

This binder contains the County’s FY 2023-2024 recommended annual budget as required by North Carolina General Statute 159 and the *Local Government Budget and Fiscal Control Act*. Three general sections comprise the document. The first section is the continuation budget for all funds necessary to carry out the services authorized by the Beaufort County Board of Commissioners. This section contains financial information and narrative descriptions of the programs and services. The narrative portions of this section were created to help explain the purpose and function of the different departments and programs in order to better educate the reader about County services. Financial summaries, as well as line-item details, are also provided for the reader to review. The second section contains information on 30 General Fund and 9 Enterprise Fund service expansions proposed by departments and outside agencies. These are “new or different” programs or activities that change the current level of service to Beaufort County citizens and taxpayers or are requests from outside agencies for funding above the level provided to them by the County in the previous fiscal year. The third section is a fee manual that describes the user fees that attempt to recover some or all of the costs of services from the direct beneficiaries of the services, rather than taxpayers. The budget is balanced and prepared in accordance with the policies and procedures outlined in the *Local Government Budget and Fiscal Control Act*.

### **The Process**

While budgeting is an ongoing process, the budget preparation season officially began on January 26, 2023 at the Board’s planning retreat. During the planning sessions, the Board members discussed the current County programs and provided staff with guidance on what they wished to see in the recommended budget.

Budget packets were distributed to County departments and outside agencies in early February with instructions regarding continuation budget and service expansion submissions. Budget requests were returned to the Finance Department in mid-March. Individual department meetings were held in early April to review and finalize the budget requests. Revenues were the last items to be addressed because much of the property tax information is not available until late April. The revenue and expenditures were finalized the first week of May after another full review of revenues, expenditures and projected fund balance.

The budget will be presented at a special called meeting of the Board on May 15, 2023. The Board will hold budget work sessions during May to review, discuss and make changes to the recommended budget. A public hearing is scheduled at the Commissioners’ regular meeting on June 5, 2023. This is an opportunity for the public to make comments on the budget before it is adopted by the Board. It is anticipated that the budget will be adopted after the public hearing, but if additional time is needed, a special meeting for adoption may be called on June 12, 2023. The budget must be adopted by June 30, 2023.

## Goals

This budget is a vision of what the County will strive toward in the coming year. The values communicated during the budget process and incorporated into the recommended budget are:

- Continue to rely on financial plans and systems in the preparation of the proposed budget;
- Conservatively estimate revenues and expenditures to avoid expectations of performance that are not realistic;
- Create an atmosphere where efforts to “spend down” during the fiscal year are discouraged;
- Present a budget that re-evaluates all expenditures and allows for policy review and potential service reductions or expansions based on other policy directives;
- Provide an analysis of County government cost centers in order to more clearly demonstrate where general fund tax dollars are being spent and what services are provided.

## Overview of the Budget

The recommended budget allocates funding to continue the many critical services provided to the citizens of Beaufort County. Overall Beaufort County weathered the economic impacts of the COVID-19 pandemic well. Sales tax revenues have shown strong growth with returns reaching record levels. However, the impact of rising inflation and the efforts by the Federal Reserve to cool it are anticipated to slow this growth.

- The recommended budget maintains the County ad valorem tax rate at \$0.625 for each \$100 of assessed valuation. The tax rate was cut in the FY 21-22 budget by \$0.01 and remains at that level for the 3<sup>rd</sup> straight year despite increased inflation pressures. At the assumed collection rate, this will generate approximately \$39.9M in property tax revenue.
- The recommended budget maintains all County services and programs provided in the prior year. This is done without a tax increase despite the impact of rising inflation rates and a continuing increase for services as the County moves further away from the pandemic. The south region CPI for the 12-month period as of April is 5.5%.
- The FY 23-24 recommended general fund budget of \$69,517,581, is 0.8% greater than the original FY 22-23 budget.
- The recommended budget increases the K-12 public school system funding level over the prior year by \$1,470,463 or 8.7%. This includes a 6.2% CPI adjustment for operations and additional statutory sales tax capital funding. The Community College funding increase of \$190,398 meets the funding request by the College.
- The recommended budget continues to fund the Capital Improvements Fund with \$0.01 of projected property tax revenue as established in the FY 19-20 budget.
- The recommended budget maintains the prior year fire and EMS tax rates in all districts.
- The recommended budget increases the solid waste fee by \$5 to offset the costs of increasing solid waste disposal and inflation.
- The recommend budget does not increase water rates. Rates are equal across all districts.

- The recommended budget maintains an administrative charge to enterprise funds to help offset the costs to the General Fund for providing services to the enterprise funds. The administrative charge is based on a per unit fee specific to the services provided to the enterprise funds.
- The recommended budget does not appropriate any General Fund fund balance.

## General Fund

The recommended General Fund budget for FY 23-24 continuing operations is **\$69,517,581**.

### Revenues

- ⇒ The recommended budget maintains the County ad valorem tax rate at \$0.625 for each \$100 of assessed valuation.
- ⇒ The estimated total taxable valuation is \$6,473,386,930, made up of \$5,790,940,690 in real/personal property and \$682,446,240 in motor vehicles. Collections for real/personal property taxes are assumed at 98.60% and at 100.00% for motor vehicles. The real/personal collection rate is up 0.38% from the prior audited period. The LGBFCA allows the revenue collection calculation rate to use the FY 21-22 audited collection rate of 98.60%.
- ⇒ The estimated total real property valuation in FY 23-24 is up approximately 3.97% (\$247,283,930) from FY 22-23.
- ⇒ The following table shows the historical tax rate, including the tax rate at the same period in the octennial revaluation (eight years ago) of \$0.53.

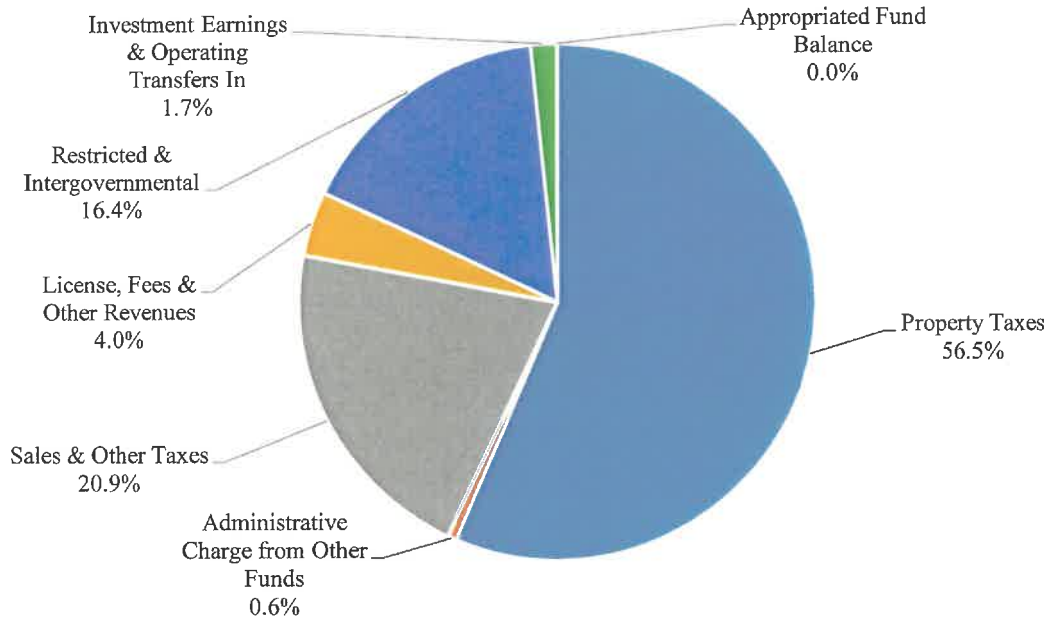
Fiscal Year	Tax Rate	Octennial Revaluation Year
2015-2016	\$0.530	6
2016-2017	\$0.550	7
2017-2018	\$0.550	8
2018-2019	\$0.615	1
2019-2020	\$0.635	2
2020-2021	\$0.635	3
2021-2022	\$0.625	4
2022-2023	\$0.625	5
2023-2024	\$0.625	6

- ⇒ The North Carolina Department of Revenue produces a sales-assessment ratio study each year which is used to equalize public service company property valuations. The study looks at sales transactions from the prior year to determine the ratio. Ratio values greater than 1.0 indicate that assessed values are greater than market values. Ratio values less than 1.0 indicate that assessed values are less than market values. Multiplying the tax rate by the sales-assessment ratio produces an effective tax rate that allows comparisons across counties. With an effective tax rate of \$0.4118, Beaufort County ranks the 19<sup>th</sup> lowest among all 100 North Carolina counties (81 counties with higher effective tax rates and 18 counties with lower effective tax rates). The table below shows the FY 22-23 values for Beaufort County and its surrounding counties in ranked order.

County	FY 22-23 Tax Rate	2023 Ratio	Effective Tax Rate	Rank Among All Counties (100 highest, 1 lowest)
Washington	\$0.8500	1.0000	\$0.8500	98
Martin	\$0.8100	0.7218	\$0.5847	67
Craven	\$0.5600	0.9800	\$0.5488	57
Hyde	\$0.8950	0.6004	\$0.5374	54
Pitt	\$0.6841	0.6962	\$0.4763	39
Pamlico	\$0.6250	0.7517	\$0.4698	36
Beaufort	\$0.6250	0.6589	\$0.4118	19

- ⇒ Projected sales tax revenues are up \$2,103,756, or 16.71% from the prior year's original estimate. FY 23-24 revenues have again been conservatively estimated based on guidance from the NCLM and the NCACC and are projected to grow 1.85% less than the growth estimate from the prior FY. It is anticipated that inflation and efforts by the Federal Reserve to contain it will slow sales tax growth in the upcoming year.
- ⇒ Intergovernmental revenues are estimated to decrease by \$572,591 in FY 23-24. This is attributed to decreases in State/Federal grant funding and elimination of the EMS Medicaid Cost Reimbursement Program.
- ⇒ Licenses, Fees and other General Fund revenues are projected up by \$397,527. This increase is primarily related to an increase in EMS collections due to the restructuring of Medicaid payments.
- ⇒ Investment Earnings are projected to reach \$1.2M due to higher interest rates from the Federal Reserve's actions to help slow inflation.
- ⇒ The recommended budget appropriates \$0 in General Fund fund balance.
- ⇒ As of June 30, 2022, the audited unassigned General Fund fund balance was \$28,729,788, or 45.19% of expenditures. At the close of FY 22-23 it is estimated that the unassigned General Fund fund balance will be \$26,739,719, or 37.22% of expenditures. This reduction is due to the Board's transfer of excess fund balance to the Facility Improvements Capital Project Fund in FY 22-23. This action was in accordance with the Board's adopted Fund Balance Management Policy and is just slightly above the 35% target.
- ⇒ The FY 23-24 recommended budget projects \$2,319,067 in revenues over expenditures for the continuation budget. This surplus is adequate to fund the pay and classification study authorized by the Board in FY 22-23.

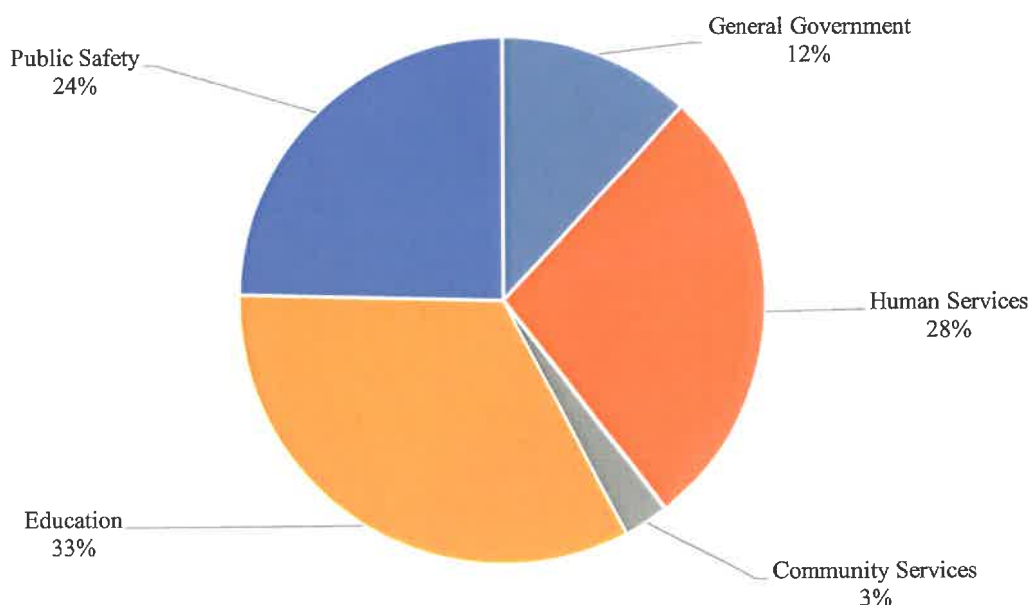
⇒ Below is a chart showing the anticipated revenue sources for FY 23-24:



## Expenditures

- ⇒ General Government Cost Centers – excluding debt service and transfers to other funds, expenditures in these cost centers increased overall by 2.7% from the FY 22-23 original budget. The main driver of this increase is a 26% increase in property and liability insurance premiums from the NCACC Risk Management Pools. Increasing reinsurance costs due to contractions in the insurance market are reported as responsible for these changes.
- ⇒ Human Services Cost Centers – expenditures in these cost centers decreased overall by 3%. This is driven by a decrease in DSS projected expenditures and the movement of the jail health program out of the Health Department and back to contracted services under the jail cost center.
- ⇒ Community Services Cost Centers – expenditures in these cost centers decreased overall by 5.6%. This is driven by capital expenditures in the prior year for Cooperative Extension and Planning, as well as one-time funding in the prior year for several outside agencies.
- ⇒ Education Cost Centers – the recommended budget across this overall cost center is up 8.3%. The K-12 system is funded at 8.7% above prior year and the community college is funded at 6% above prior year.
- ⇒ Public Safety Cost Centers – expenditures in these cost centers are up 6.4% overall. The main drivers are increased operational costs in the Sheriff’s Office and movement of jail health back to contract services under the jail cost center.

⇒ Below is a chart showing the recommended FY 23-24 appropriations by cost center (it does not include debt service or transfer to other funds in the General Government percentage):



## Enterprise Funds

Enterprise Funds account for those operations financed and operated in a manner similar to a private business where the intent is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. Periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. Beaufort County currently has two enterprise funds: the County Water System, and the Solid Waste Fund.

### Water Fund

The Water Fund recommended budget is \$8,745,500 and includes the following:

- ⇒ No change in rates from the prior year. Rates across all districts are uniform.
- ⇒ Continuation of the 10-year Capital Improvements Plan (CIP) for the entire water system as established in FY 18-19.
- ⇒ Expenditures in the amount of \$265,715 are recommended as capital.
- ⇒ Contingency is funded at \$76,102.

### Solid Waste Fund

The Solid Waste Fund recommended budget is \$4,376,432 and includes the following:

- ⇒ A \$5 increase in the per year solid waste fee for a total of \$180.00 is recommended. This increase is required to pay for the increased cost of disposal and inflation.
- ⇒ Continuation of an administrative fee paid to the general fund for services provided by general fund departments to the solid waste fund.
- ⇒ Continuation of engineering studies for the proposed solid waste “mega-sites” on the north and south sides of the river. This project will be funded outside the annual budget as a special project once the Board makes a final decision.

## Summary

The recommended budget continues all prior year County provided services and operations and does this while maintaining the ad valorem tax rate of \$0.625 per \$100 of valuation, despite the impact of record-high inflation and increased demands for service. The budget increases the fee associated with the solid waste enterprise fund by \$5 to maintain operations and continue implementation of previously approved plans. The budget maintains prior year water rates and are uniform across all districts. In keeping with past budgeting practices, the budget is broken down into continuation and expansion sections. The continuation budget projects a surplus that is recommended to be used to fund an updated pay and classification plan and provide a minimum 5% base salary increase (5% COLA or the increase recommended by the salary study, whichever is greater) so that efforts by the Board to modernize the pay and classification plan and reach market rates are not lost due to the current 12-month Consumer Price Index (CPI) of 5.5% and the prior year 12-month CPI of 8.8% that was only able to be funded at 5%.

The performance of local, state and world economies in FY 23-24 will be important factors in the execution of this budget. Inflation continues to be high and efforts by the Federal Reserve to contain it are starting to show some signs of working. However, the recommended budget anticipates continued high costs to deliver services throughout most of the 2023-24 fiscal year. Close attention to inflation rates will be required to manage the recommended budget. Appropriate actions will be needed if the economy begins to stall. Beaufort County is also on its way to increasing access to economic development, healthcare, education, and quality of life opportunities in its GREAT grant partnership with Brightspeed to increase broadband access and affordability in the County. New and continued investments with additional telecommunication providers through future grant opportunities and local funding will be required for the County to reach its full potential.

Putting together a budget is a tremendous effort. Many thanks to Finance Director Anita Radcliffe and her staff who did an outstanding job of helping create an informative and functional document that serves as a management tool and an outline from which the Board can debate policy. I am extremely thankful for their many long hours of hard work and dedication.

Department managers also did an outstanding job as well of analyzing and compiling budgets that met the expectations they were given. They deserve many thanks and tremendous admiration for the jobs they do. I can say without a doubt that people who make the decision to work in local government are truly special people who care about their community and take pride in providing services that make life better for others. I am grateful to have the privilege to work with each of them.

Respectfully submitted,

*Brian M. Alligood*

Brian M. Alligood  
County Manager

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**Proposed Budget Schedule 2023-2024**

Scheduled Week Of	Actual Date	Budget Task
	1/26/23 and 1/27/23	Budgetary & strategic planning retreat with Board (1/27/22 and 1/28/22)
02/07/23		Budget Packets distributed to Management Team
02/07/23		Outside Agency budget requests distributed
03/20/23		Preliminary revenue estimates
03/20/23		Outside Agency budget requests submitted to Finance
03/20/23		Continuation budgets submitted to Finance
03/20/23		Expansion budgets submitted to Finance
03/20/23		Budget compiled by Finance
04/03/23		Budget review with Manager (scheduled over 2 weeks)
04/17/23		Finalize revenue estimates - Finance
	5/15/2023	Manager's recommended budget presented to Board (special meeting on 05/15/23)
	5/15/2023	Budget available for public viewing at Clerk's office and posted on web site
See Below		Budget workshops with Board (scheduled over 2 weeks, see below)
05/24/23		Advertise public hearing for budget
	6/5/2023	Public hearing- budget (regular meeting on 06/5/23)
	6/5/2023	Budget adopted (special called meeting on
	6/26/2023	Budget posted to web site (6/26/2023)

**Budget workshop meetings with Board**

May 18, 2023 General Fund  
May 25, 2023 General Fund and Enterprise Funds  
May 30, 2023 Service Expansion - County & Outside Agencies  
May 31, 2023 Finalize Budget

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## BEAUFORT COUNTY FUND STRUCTURE

Governmental funds are used to account for Beaufort County's general governmental activities. Governmental funds include:

**General Fund-** The General Fund is the general operating fund of the County. The General Fund accounts for all financial resources except those that are required to be accounted for in another fund. The primary revenue resources are ad valorem taxes, sales taxes, Federal and State grants and various other taxes and licenses. The primary expenditures are for education, human services, public safety and general government services.

**Special Revenue Fund-** Special Revenue Funds account for specific revenue sources (other than expendable trusts or major capital projects), that are legally restricted to expenditures for specified purposes. The County has the following Special Revenue Funds: Tax Revaluation Fund, Emergency Telephone System, Fire & Rescue Tax Districts, Economic Development Fund, State/Federal Seizure Fund, HCCBG-Aging, Healthcare Reserve Fund, One NC Grant Fund, NC Housing Finance Grant, Economic Development Initiatives Fund, Representative Payee Fund, 4H Fund, Cooperative Extension Fund, EMS Billing and Collections Fund, CDBG – River Breeze Fund, ADFPTF – USDA Grant Fund, Agriculture Development Farmland Preservation Trust Fund, Revaluation Project Fund, NC Housing Finance Agency Urgent Repair Program Fund, NC Department of Public Safety(Beaufort Co 2021-2023) Fund, NC Resilient Coastal Community Program Grant Fund, 2022 Essential Single Family Housing Loan Pool Grant Fund, NC Opioid Settlement Fund, .

**Capital Projects Funds-** Capital Projects Funds account for financial resources to be used for the acquisition and construction of major capital assets (other than those financed by enterprise funds and trust funds). Currently, the County maintains multiple Capital Project Funds: Capital Improvements, Stream Debris Removal, Jail Locking System Improvement, Capital Reserve Fund, Voting System Project, HMGP State Centric Model Management Cost Project, HMGP State Centric Model Project # 4393 0050R, NCDOT Waterline Relocation Project, and Wrights Creek Phase II Project.

**Enterprise Funds-** Enterprise Funds account for those operations financed and operated in a manner similar to a private business where the intent is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. Periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. Beaufort County has two enterprise funds, the County Water System and the Solid Waste Operations.

**Internal Service Funds-** Internal Service Funds account for the financing of goods or services provided by one department or agency to other departments or agencies of the governmental unit. Beaufort County has one internal service fund for Worker's Compensation.

## **BASIS OF BUDGETING**

During the year, all funds of the County are accounted for on the budgetary basis, which is the "modified accrual" basis of accounting. Revenues are recognized when they become measurable and available as net current assets to be used to pay liabilities of the current period. Primary revenue sources treated as susceptible to accrual under the modified accrual basis include sales taxes which are considered "measurable" when both due and in the hands of the County or intermediary collecting governments, interest, and federal and state financial assistance.

Expenditures are generally recognized when the related fund liability is incurred. Capital outlays and payments of principal on long-term debt are considered to be expenditures. Depreciation is not considered to be an expenditure, and interest on long-term debt is recognized only when paid.

All Enterprise Funds are converted to the accrual basis of accounting at year-end. Under the accrual basis, revenues are recognized when they are earned, regardless of the measurement and availability criteria used in the modified accrual basis. Expenses are recognized when they are incurred. The conversion generally involves the accrual of interest expense and compensated absences, the provision for depreciation expense, and adjusting capital outlays and debt service outlays, including issue costs, to the accrual basis. Agency Fund assets and liabilities are accounted for on a modified accrual basis.

### **AMENDMENTS TO THE BUDGET ORDINANCE**

Except as otherwise restricted by law, the governing board may amend the budget ordinance at any time after the ordinance's adoption in any manner, so long as the ordinance, as amended, continues to satisfy the requirements of G.S. 159-8 and 159-13. However, no amendment may increase or reduce a property tax levy or in any manner alter a property taxpayer's liability unless the board is ordered to do so by a court of competent jurisdiction or by a State agency having the power to compel the levy of taxes by the Board.

According to state statute, the governing board by appropriate resolution or ordinance may authorize the budget officer to transfer moneys from one appropriation to another within the same fund subject to such limitations and procedures as it may prescribe. Any such transfers shall be reported to the governing board at its next regular meeting and shall be entered in the minutes (G.S. 159-15). Beaufort County's budget is adopted on the functional level. Intra-departmental transfers (from one line item to another within the same department) are submitted by departments to the Finance Officer or the County Manager for approval. The Finance Officer or County Manager are allowed to approve transfers between departments that do not increase the overall budget and must report them to the Board at the next meeting. Appropriations that revise the total expenditures for the fund or that change the functional appropriations must be approved by the governing board.



## Beaufort County Financial Policies

The following financial guidelines are recommended for adoption by the Board of Commissioners. These guidelines were developed based on previous actions the Board has communicated to staff as well as what the County has tried to informally operate within over the past ten years. At no time can the current Board of Commissioners bind a future Board with guidelines, but these below will provide staff with a guide in planning for the financial health of the county. Policies such as these also show financial foresight on the part of the staff and the elected body and often help maintain or strengthen our bond rating as well comfort potential purchasers of bonds we may sell for future capital projects.

### A. Fund Balance Management Policy:

The Fund Balance Management Policy is intended to address the needs of Beaufort County, in the event of unanticipated and unavoidable occurrences which could adversely affect the financial condition of the County and thereby jeopardize the continuation of necessary public services. This policy will ensure the County maintains adequate fund balance and reserves in the County's General Fund Balance to provide the capacity to:

- 1) Provide sufficient cash flow for daily financial needs,
- 2) Secure and maintain investment grade bond ratings,
- 3) Offset significant economic downturns or revenue shortfalls, and
- 4) Provide funds for unforeseen expenditures related to emergencies.

Fund Balance for the County's Governmental Funds will be comprised of the following categories:

1. Nonspendable - amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.
2. Restricted - amounts externally imposed by creditors (debt covenants), grantors, contributors, laws, or regulations of other governments.
3. Committed - amounts used for a specific purpose pursuant to constraints imposed by formal action of the government's highest level of decision-making authority.
  - a. Amounts set aside based on self-imposed limitations established and set in place prior to year-end, but can be calculated after year end.
  - b. Limitation imposed at highest level and requires same action to remove or modify
  - c. Ordinances that lapse at year-end
4. Assigned - amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed.
5. Unassigned - amounts that are not reported in any other classification.

Available Fund Balance used to calculate the comparison as a percentage of expenditures uses Restricted, Committed, Assigned and Unassigned in the equation. Only Nonspendable is removed from total fund balance at year end for the calculation.

### **Unassigned Fund Balance - General Fund-**

Beaufort County adopts a fiscal policy that provides for capital projects to be financed with debt and pay-as-you-go funding. In order to obtain the best possible financing, the County has adopted policies designed to maintain bond ratings at or better than Aa3 (Moody's Investor Services) and A+ (Standard & Poor's). Part of the County's fiscal health is maintaining a fund balance position that rating agencies feel is adequate to meet the County's needs and challenges.

Beaufort County therefore adopts a policy that requires management to maintain an **unassigned balance** as follows:

1. The County will strive to maintain an **unassigned** fund balance in the General Fund of 35% percent of budgeted general fund operating expenditures each fiscal year. This is substantially higher than the 8% minimum required by the Local Government Commission but in line with peer counties.
2. To the extent that the General Fund **unassigned** fund balance exceeds 35% percent, the balances may be utilized with Board's approval to fund approved capital projects or pay down outstanding County debt.
3. The County adopts a budget and revenue spending policy providing for programs with multiple revenue sources. The County Manager will use resources in the following hierarchy: bond proceeds, Federal funds, State funds, local non-county funds, county funds. For purposes of fund balance classification, expenditures are to be spent from restricted fund balance first, followed in-order by committed fund balance, assigned fund balance, and lastly, unassigned fund balance. The County Manager has the authority to deviate from this policy if it is in the best interest of the County with Board of County Commissioner's approval.
4. Management is expected to manage the budget so that revenue shortfalls and expenditure increases do not impact the County's total unassigned fund balance, if a catastrophic economic event occurs that requires a 10% or more deviation from total budgeted revenues or expenditures, then unassigned fund balance can be reduced by action from the Board of County Commissioners; the Board also will adopt a plan of action to return spendable fund balance to the required level.

## **B. Investment Policy**

This policy applies to all investments of Beaufort County except authorized petty cash accounts and trust funds administered by the Chief Financial Officer. The County pools the cash resources of its various funds into a single fund in order to maximize investment opportunities. These funds are accounted for in the County's Annual Audited Financial Statement. Each fund's portion of total cash and investments is summarized by fund type in the combined balance sheet as equity or deficit in pooled cash and investments. This policy applies to all transactions involving the financial assets and related activity of all the various funds accounted for in the County's Annual Audited Financial Statement.

### **OBJECTIVES**

Funds of the County will be invested in accordance with North Carolina General Statute 159-30 Cash Management and Investment Policy, and written administrative procedures. The County's investments shall be undertaken in a manner that (1) seeks to ensure the preservation of capital in the overall portfolio, (2) provides for sufficient liquidity to meet the cash needs of the County's various operations and (3) attains a fair market rate of return. Cash management functions will be conducted in such a manner as to insure that adequate funds will always be available to meet the County's financial obligations and to provide the maximum amount of funds available for investment at all times.

## **RESPONSIBILITY**

In accordance with N.C. General Statutes, the Chief Financial Officer is charged with the responsibility of cash management and investment. The Chief Financial Officer is responsible for investment decisions and activities and shall develop and maintain written administrative procedures for the operation of the cash management and investment program, consistent with N.C. Statutes and these policies. The standard of prudence to be used by the Chief Financial Officer shall be the "Prudent Investor" Rule, which states, "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived." This standard of prudence shall be applied in the context of managing the overall portfolio. The Chief Financial Officer, acting in accordance with North Carolina General Statutes, this policy, and written administrative procedures and exercising due diligence shall be relieved of personal responsibility for an investment credit risk, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

## **ETHICS AND CONFLICTS OF INTEREST**

To avoid the appearance of potential conflict of interest or favoritism to a particular bank or broker, the Chief Financial Officer or any delegate employee who has investment responsibilities, shall make full disclosure to the County Manager of any relationship or dealings with any financial institution that has business dealings with the County. This disclosure need not include normal banking or brokerage relationships that are at normal market rates and conditions available to the general public. Investment officials of banks and other institutions shall be familiar with N.C. General Statutes and County policy regarding gifts and favors and shall act accordingly.

## **STATUTORY AUTHORIZATION**

The legal limitations of local government investments are defined in N.C.G.S. 159-30. Accordingly, the following classes of securities are indicative of the investments that can be utilized by Beaufort County:

1. Obligations of the United States or obligations fully guaranteed both as to principal and interest by the United States.
2. Obligations of the Federal Financing Bank, the Federal Farm Credit Bank, the Bank for Cooperatives, the Federal Intermediate Credit Bank, the Federal Land Banks,
3. Obligations of the State of North Carolina.
4. Bonds and notes of any North Carolina local government or public authority, subject to such restrictions as the Secretary of the Local Government Commission may impose.
5. Deposits at interest or purchase of certificates of deposit with any bank in North Carolina, provided such deposits or certificates of deposit are fully collateralized.
6. Participating shares in a mutual fund for local government investment (such as the N.C. Cash Management Trust) which is certified by the N.C. Local Government Commission.

## **INTERNAL CONTROLS**

The Chief Financial Officer is responsible for establishing a system of internal controls. These controls are designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties or imprudent actions by County employees.

## REPORTING

The Chief Financial Officer at anytime should be make available a portfolio report showing investments. The report should include a general description of the portfolio in terms of investment securities, maturities, yields and other features. The report should also show investment earnings for the month and fiscal year-to-date, including the annualized earned yield percentage for the investments.

## C. Debt Management Policy

The County has long recognized the importance of proper long-range planning in order to meet capital improvement needs as they arise without experiencing dramatic impacts on operational cost and debt service. The following policy statements will provide guidance on the issuance of debt to help insure that the County maintains a sound debt position and that its credit quality is protected. In conjunction with the County's other financial policies, these policy statements rationalize the decision making process, identify objectives for staff to implement, and demonstrate a commitment to long term financial planning objectives. In addition, this debt management policy will allow for an appropriate balance between the established debt parameters and providing flexibility to respond to unforeseen circumstances and new opportunities.

### Purpose and Type of Debt

1. incurrence of debt or long-term borrowing will only be used for the purpose of providing financing for capital projects to include, but not limited to:
  - a) Construction of new School and County facilities
  - b) Renovation and repair of existing School and County facilities
  - c) Acquisition of real property (land and/or buildings)
  - d) Construction or expansion of Public Utilities.
  - e) Purchase of major equipment

*Debt issuance will not be used to finance current operations or normal maintenance.*

2. The types of debt instruments to be used by the County include:
  - a) General Obligation Bonds
  - b) Bond Anticipation Notes
  - c) Installment Purchase Agreements (private placement)
  - d) Limited Obligation Bonds
  - e) Revenue Bonds (when applicable)

### Terms and Limits

1. All debt issued, including installment purchase methods, will be repaid within a period not to exceed the expected useful life of the improvements or equipment financed by the debt.
2. The County will seek level or declining debt repayment schedules and will avoid issuing debt that provides for balloon principal payments reserved at the end of the term of the issue.
3. The County is required by Statute to issue general obligation debt through a competitive process. The competitive process will also be used for other debt issuance unless time factors, interest rates or other factors make it more favorable to the County to use a negotiated process.
4. In the planning process for debt issuance the County will assess the need to maintain its "Bank Qualification" if installment purchase financing is being considered.
5. The County will not issue tax or revenue anticipation notes.

6. The County will strive to maximize the use of pay-as-you-go financing for capital improvements.
7. The County will maintain its debt at no greater than 2% of the assessed valuation of taxable property.
8. The County's annual debt service will always be equal to or less than 15% of General Fund expenditures.

## **D. Fees and User Charges**

1. As part of the annual budget process the County shall review the fees and user charges. All changes to the schedule of fees must be approved by the Board of Commissioners.
2. The County should charge fees if allowable, when a specific group of beneficiaries can be identified, when it is feasible to charge the beneficiaries, and when there is no reason to subsidize the service wholly or in part. Fee levels should be set to recover the full costs of the services provided, unless it is deemed necessary to partially subsidize the services.
3. Factors to consider in deciding whether a subsidy is appropriate include the burden on property tax payers, the degree to which the service benefits a particular segment of the population, whether beneficiaries can pay the fee, and whether the service provides a broader benefit to the community.

## **E. Tax Rate**

1. In an effort to stabilize the county's tax rate, the Board of Commissioners will adopt a tax rate that considers the succeeding four years anticipated expenditures so that long term planning will prevent sudden unplanned increases to the rate.
2. The Board of Commissioners will seek to limit the growth of the annual operating budget to an amount that can be accommodated by growth in the tax base as well as other state and federal revenues, without a tax increase wherever possible.
3. The County will strive to annually review and develop revenue projections, expenditures, and the fund balance for the next five years.

## **F. Competitive Employment**

The county will strive to maintain competitive pay rates by making annual cost of living adjustments when economically feasible for the county based on the consumer price

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**BEAUFORT COUNTY**  
**SUMMARY OF AUTHORIZED FULL TIME POSITIONS**

	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24 Recommended</b>	<b>FY 23-24 Approved</b>
Animal Control	4	4	4	4	4	4	
Building Maintenance	3	3	3	3	3	3	
County Manager	4	4	4	4	5	5	
Economic Development	2	2	2	2	2	2	
Elections	3	3	3	3	3	3	
Emergency Management	3	3	3	3	3	3	
Emergency Medical Services	34	34	34	34	34	34	
Finance	7	7	7	7	7	7	
Health Department	44	44	45	48	48	45*	
Human Resources	3	3	3	3	3	3	
Inspections	-	-	-	-	-	-	
Land Records	-	-	-	-	-	-	
Planning	3	3	3	3	3	3	
Register of Deeds	5	5	5	5	5	5	
Sheriff Office:				94	96	96	
Sheriff's Operations	65	65	60		-	-	
Jail	24	24	24		-	-	
Communications	18	18	18		-	-	
Social Services	115	115	115	111	111	111	
Soil & Water Conservation	2	2	2	2	2	2	
Tax Assessor	13	13	13	15	15	15	
Tax Collector	6	6	6	6	6	6	
Veterans	1	1	1	1	1	1	
Water Department	28	28	27	27	27	27	
<b>Grand Total</b>	<b>387</b>	<b>387</b>	<b>382</b>	<b>375</b>	<b>378</b>	<b>375</b>	

\* 3 Nurse positions will be eliminated in the Health Dept. as a result of contracting for jail health services with an outside provider.

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**BEAUFORT COUNTY SALARY PLAN  
2022 - 2023**

HIRE RATE	MINIMUM	MID-POINT	MAXIMUM	POSITION TITLE	FLSA	SAFETY SENSITIVE	DEPARTMENT
21,140	22,197	27,482	33,824				
22,091	23,196	28,718	35,345				
23,084	24,238	30,009	36,935	Chore Provider*	N	Yes	Social Services
24,123	25,329	31,360	38,597				
25,209	26,469	32,773	40,335	Nutrition Site Program Supervisor*	N	Yes	Social Services
26,343	27,660	34,247	42,149	Housekeeper*	N	Yes	Social Services
27,529	28,905	35,787	44,046	Animal Shelter Assistant	N	Yes	Animal Control
28,768	30,206	37,399	46,030	Medical Records Assistant III*	N	No	Health
				Processing Assistant III*	N	No	Health
30,063	31,566	39,082	48,101	Practical Nurse I*	N	Yes	Health
31,416	32,987	40,841	50,266	Accounting Clerk IV*	N	No	Health
				Accounting Clerk IV*	N	No	Social Services
				Administrative Support Assistant	N	No	County Manager
				Administrative Support Assistant	N	N/A	Sheriff
				Deputy Register of Deeds	N	No	Register of Deeds
				EMT - Basic	N	Yes	Emergency Medical Services
				Medical Records Assistant IV*	N	No	Health
				Processing Assistant IV*	N	No	Health
				Processing Assistant IV*	N	No	Social Services
				Water Meter Reader	N	Yes	Water
32,829	34,470	42,678	52,527	Customer Service Representative - Land Records	N	No	Tax Administration
				Foreign Language Interpreter *	N	No	Health
				Records Specialist	N	No	Tax Administration
				Tax Customer Service Representative	N	No	Tax Administrator
				Tax Customer Service Representative	N	No	Tax Collector
				Utility Customer Service Representative	N	No	Water
				Water Distribution System Mechanic	N	Yes	Water
34,307	36,022	44,599	54,890	Accounting Technician II*	N	No	Social Services
40,000				Accounting Technician II	N	No	Water
				Administrative Specialist	N	No	Emergency Medical Services
				Administrative Specialist	N	N/A	County Manager
				Administrative Specialist	N	N/A	Sheriff

**BEAUFORT COUNTY SALARY PLAN  
2022 - 2023**

HIRE RATE	MINIMUM	MID-POINT	MAXIMUM	POSITION TITLE	FLSA	SAFETY SENSITIVE	DEPARTMENT
				Animal Control Officer	N	Yes	Animal Control
				Elections Specialist	N	No	Elections
				EMT Intermediate	N	Yes	Emergency Medical Services
				Income Maintenance Caseworker I*	N	No	Social Services
				Maintenance Technician	N	Yes	Public Buildings
				Permit Technician	N	No	Planning
				Processing Assistant V*	N	No	Health
				Telecommunicator	N	N/A	Communications
35,849	37,641	46,604	57,359	Finance Technician	N	No	Finance
				Senior Tax Customer Service Representative	N	No	Tax Administration
				Senior Water Distribution System Mechanic	N	Yes	Water
				Utility Customer Accounts Specialist	N	No	Water
				Water Treatment Plant Operator	N	Yes	Water
37,463	39,336	48,701	59,939	Accounting Technician III*	N	No	Health
				Administrative Assistant I*	N	No	Social Services
				Computer Support Technician II*	N	No	Social Services
				Delinquent Tax Collections Specialist	N	No	Tax Collector
				Detention Officer	N	N/A	Jail
				Economic Development Specialist	N	No	Economic Development
				Foreign Language Interpreter II*	N	No	Health Department
				Foreign Language Interpreter II*	N	No	Social Services
				Income Maintenance Caseworker II*	N	No	Social Services
				Social Worker I*	N	Yes	Social Services
				Tax Revenue Technician	N	No	Tax Collector
39,148	41,105	50,892	62,638	Assistant Register of Deeds	N	No	Register of Deeds
42,000				Deputy Sheriff	N	N/A	Sheriff
				Emergency Management Specialist	N	No	Emergency Management
				Fire Marshall/Inspector PT	N	Yes	Emergency Management
				Human Resources Specialist	N	No	Human Resources
				Land Records Specialist	N	No	Tax Assessor
				Medical Laboratory Technician II*	N	Yes	Health
				Meter Services Supervisor	N	Yes	Water
				Paramedic	N	Yes	Emergency Medical Services
				Senior Elections Specialist	N	No	Elections
				Senior Water Treatment Plant Operator	N	Yes	Water
				Tax Exemption Specialist	N	Yes	Tax Assessor
40,910	42,956	53,184	65,456	Administrative Assistant II	N	N/A	Sheriff
				Administrative Assistant II*	N	No	Social Services
				Business Personal Property Appraiser	N	No	Tax Administration

**BEAUFORT COUNTY SALARY PLAN  
2022 - 2023**

HIRE RATE	MINIMUM	MID-POINT	MAXIMUM	POSITION TITLE	FLSA	SAFETY SENSITIVE	DEPARTMENT
				Community Employment Case Manager*	N	No	Social Services
				Detention Shift Supervisor	N	N/A	Jail
				District Resource Conservation Specialist	N	Yes	Soil and Water
				Income Maintenance Caseworker III*	N	No	Social Services
				Income Maintenance Investigator II*	N	No	Social Services
				Income Maintenance Supervisor I*	N	No	Social Services
				Plant Maintenance Mechanic	N	Yes	Water
				Public Health Education Specialist*	N	No	Health
				Senior Delinquent Tax Collections Specialist	N	No	Tax Collector
				Tax Customer Service Supervisor	N	No	Tax Administration
				Telecommunications Shift Supervisor	N	N/A	Communications
42,751	44,889	55,577	68,401	Benefits Coordinator	N	No	Human Resources
				Building Codes Inspector	N	Yes	Planning
				Deputy Sheriff Corporal	N	N/A	Sheriff
				Deputy Sheriff Investigator	N	N/A	Sheriff
				Finance Specialist	N	No	Finance
				Nutritionist II*	N	No	Health
				Sheriff Administrative Services Supervisor	N	N/A	Sheriff
				Veterans Service Officer	N	No	Veterans
				Water Quality Technician	N	Yes	Water
44,674	46,908	58,078	71,480	Administrative Assistant III*	N	No	Health
				Administrative Assistant III*	N	No	Social Services
				EMS Shift Supervisor	N	Yes	Emergency Medical Services
				Income Maintenance Supervisor II*	E	No	Social Services
				Paralegal I*	N	No	Social Services
				Public Health Educator II*	N	No	Health
				Real Property Appraiser	N	Yes	Tax Administration
				Resource Conservation Office Manager	N	No	Soil and Water
				Social Worker II*	N	Yes	Health
				Social Worker II*	N	Yes	Social Services
				Water Treatment Plant Supervisor	N	Yes	Water
46,685	49,019	60,690	74,696	Computer Systems Administrator I*	E	No	Social Services
				Deputy Sheriff Sergeant	N	N/A	Sheriff
				Distribution System Supervisor	N	Yes	Water
				Senior Building Codes Inspector	N	Yes	Planning
48,786	51,225	63,422	78,058	Assistant Detention Center Administrator	N	N/A	Jail
				Assistant Tax Collector	N	No	Tax Collector
				Land Records Supervisor	N	No	Tax Administration
				Social Worker III*	N	Yes	Health
				Social Worker III*	N	Yes	Social Services

**BEAUFORT COUNTY SALARY PLAN  
2022 - 2023**

HIRE RATE	MINIMUM	MID-POINT	MAXIMUM	POSITION TITLE	FLSA	SAFETY SENSITIVE	DEPARTMENT
				Technology Specialist	N	No	Emergency Medical Services
				Technology Specialist	N	N/A	Sheriff
				Utility Customer Service Supervisor	N	No	Water
50,982	53,531	66,277	81,570	Administrative Officer II*	N	No	Social Services
				Animal Control Manager	N	Yes	Animal Control
				Assistant 911 Communications Manager	N	N/A	Communications
				Chief Real Property Appraiser	N	Yes	Tax Assessor
				Clerk to the Board/ Executive Assistant to the Manager	N	No	County Manager
				Computer Systems Administrator II*	E	No	Social Services
				Emergency Management Coordinator	E	Yes	Emergency Management
				Environmental Health Specialist*	N	Yes	Health
				Human Services Planner III*	N	No	Health
				Maintenance Supervisor	N	Yes	Public Buildings
				Nutrition Program Director I*	N	No	Health
				Public Health Nurse I*	E	Yes	Health
				Social Worker Investigation Assessment & Treatment*	N	Yes	Social Services
53,276	55,940	69,258	85,241	Deputy Sheriff First Sergeant	N	N/A	Sheriff
				Elections Director	E	No	Elections
				Property Valuation Manager	N	No	Tax Administration
				Purchasing Officer	N	No	Finance
55,673	58,457	72,375	89,076	Accountant	E	No	Finance
				911 Communications Manager	N	N/A	Communications
				Environmental Health Program Specialist*	N	Yes	Health
				Income Maintenance Administrator I*	E	No	Social Services
				Public Health Nurse II*	E	Yes	Health
58,177	61,086	75,632	93,085	Business Officer I*	E	No	Health
				Communications Director	E	No	County Manager
				Detention Center Administrator	N	N/A	Jail
				Public Health Nurse III*	E	Yes	Health
				Risk Management and Safety Officer	E	Yes	County Manager
				Social Work Supervisor III*	E	Yes	Social Services
60,795	63,835	79,035	97,272	County Social Services Program Administrator II*	E	Yes	Social Services
				Deputy Sheriff Lieutenant	N	N/A	Sheriff
				Emergency Services Manager	E	Yes	Emergency Medical Services
				Human Services Planner/Evaluator IV*	N	Yes	Health
				Public Health Nursing Supervisor I*	E	Yes	Health
				Water System Manager	N	Yes	Water
63,530	66,707	82,590	101,648	Deputy Sheriff Captain	N	N/A	Sheriff

**BEAUFORT COUNTY SALARY PLAN  
2022 - 2023**

HIRE RATE	MINIMUM	MID-POINT	MAXIMUM	POSITION TITLE	FLSA	SAFETY SENSITIVE	DEPARTMENT
66,389	69,708	86,307	106,223	Accounting Services Manager	E	No	Finance
				Deputy Sheriff Major	N	N/A	Sheriff
				Environmental Health Supervisor II*	E	Yes	Health
				Human Services Deputy Director*	E	Yes	Social Services
				Register of Deeds	E	No	Register of Deeds
				Tax Collector	E	No	Tax Collector
69,377	72,846	90,189	111,002	Public Health Nursing Director I*	E	Yes	Health
72,498	76,123	94,248	115,997	Chief Deputy Sheriff	E	N/A	Sheriff
				Deputy Public Works Director	E	Yes	Water
				Human Resources Director	E	No	Human Resources
75,761	79,549	98,489	121,217	Attorney I - DSS*	E	No	Social Services
				County Assessor	E	No	Tax Administration
				Emergency Services Director	E	Yes	Emergency Medical Services
79,169	83,127	102,921	126,671				
82,732	86,869	107,550	132,370	Advanced Practice Provider II*	E	Yes	Health
86,454	90,777	112,391	138,327	County Director of Social Services*	E	Yes	Social Services
				Economic Development Director	E	No	Economic Development
				Finance Director	E	No	Finance
				Local Health Director*	E	Yes	Health
				Public Works and Utilities Director	E	Yes	Water/Public Buildings
90,345	94,862	117,449	144,552	Sheriff	E	N/A	Sheriff
94,411	99,132	122,735	151,057				
98,659	103,592	128,258	157,855				
				Positions listed with * are subject to the State Human Resources Act			
				**Special Hire Rate Approved by Board 4/6/22			
				***Special Hire Rate Approved by Board 1/7/23			

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## SUMMARY OF REVENUES GENERAL FUND

REVENUES BY MAJOR FUND SOURCE	FY 21/22	FY 22/23	FY 22/23	FY 23/24	FY 23/24
	Actual	Original	Amended	Recommended	Approved
Property Taxes	\$ 38,641,780	\$ 39,187,630	\$ 39,187,630	\$ 40,585,386	
Sales and Other Taxes	13,171,621	12,928,089	12,928,089	15,023,675	
Restricted & Intergovernmental Revenues	13,144,821	12,322,131	12,961,814	11,749,540	
Licenses, Fees and Other Revenues	3,450,331	2,482,553	3,004,609	2,880,080	
Investment Income & Transfers In	706,953	50,000	50,000	1,200,000	
Administrative Charge from Other Funds	328,760	366,576	366,576	397,967	
Appropriated Fund Balance	-	8,843,071	8,843,071	-	
<b>Total Revenues</b>	<b>\$ 69,444,266</b>	<b>\$ 76,180,050</b>	<b>\$ 77,341,789</b>	<b>\$ 71,836,648</b>	

### Property Taxes:

Counties in North Carolina are prohibited from imposing taxes unless specifically authorized by the General Assembly. State lawmakers have allowed counties to raise revenue through the property tax, which generates approximately 57% of the revenue for Beaufort County government.

The formula for expected revenue is based on the underlying value of the property taxed. The estimated value for fiscal year 2023-2024 is based on a total taxable valuation of \$6,473,386,930.

Assumptions: The estimated net taxable value for 2023-2024 including motor vehicles is \$6,473,386,930. With a tax rate of 62.5¢ and a collection rate of 98.60% for real/personal property and a collection rate of 100% for motor vehicles, the projected current year total property tax revenue is \$39,951,961 using the following formula:

*Real/Personal - \$5,790,940,690 multiplied by .625 multiplied by .9860 multiplied by .01 equals \$35,686,672*  
*Registered Motor Vehicles - \$682,446,240 multiplied by .625 multiplied by .01 equals \$4,265,289*

PROPERTY TAXES	FY 21/22	FY 22/23	FY 22/23	FY 23/24	FY 23/24
	Actual	Original	Amended	Recommended	Approved
Current Year	\$ 37,848,951	\$ 38,541,000	\$ 38,541,000	\$ 39,951,961	
Prior Years	537,765	409,000	409,000	429,600	
Penalties & Interest	255,064	237,630	237,630	203,825	
<b>Total</b>	<b>\$ 38,641,780</b>	<b>\$ 39,187,630</b>	<b>\$ 39,187,630</b>	<b>\$ 40,585,386</b>	

**Sales and Other Taxes:**

Sales tax revenues are received by the County from the State of North Carolina based on per capita or point of sale distributions. The County’s Article 39 (1%) local sales tax is utilized in its entirety for general fund operations. Article 40 (commonly known as “school’s ½ cent”) sales taxes were initiated in part to help fund local school capital projects, with a mandatory transfer of 30% of these revenues to the schools restricted capital fund. Article 42, (commonly known as “schools additional ½ cent”) sales taxes were also initiated in part to help fund local school capital outlay projects, with a mandatory transfer of 60% of these revenues to the schools for capital.

Other taxes include register of deeds state excise tax and rental vehicle tax.

<b>SALES &amp; OTHER TAXES &amp; LICENSES</b>	<b>FY 21/22 Actual</b>	<b>FY 22/23 Original</b>	<b>FY 22/23 Amended</b>	<b>FY 23/24 Recommended</b>	<b>FY 23/24 Approved</b>
County 1% (Article 39)	\$ 5,616,809	\$ 5,439,202	\$ 5,439,202	\$ 6,379,810	
Article 40	3,842,933	3,873,561	3,873,561	4,439,943	
Article 42	3,190,231	3,112,072	3,112,072	3,680,294	
Article 44 (GS 105-524)	159,428	161,684	161,684	190,228	
Beer and Wine Licenses	4,575	2,280	2,280	3,400	
State Excise- Register of Deeds	320,601	300,000	300,000	300,000	
Rental Vehicle Receipts	37,044	39,290	39,290	30,000	
<b>Total</b>	<b>\$ 13,171,621</b>	<b>\$ 12,928,089</b>	<b>\$ 12,928,089</b>	<b>\$ 15,023,675</b>	

**Intergovernmental Revenues:**

Restricted and Unrestricted Intergovernmental revenues consist of funds from state and federal sources. Grant funds are received for general fund operations such as emergency management, soil and water, and public safety. Separate funds are received by the Department of Social Services and Department of Health from both state and federal Sources, detailed in the department’s expenditure budget.

Intergovernmental revenues are difficult to project from year to year. Grantee agencies, such as the state and federal government, often tie funding to a certain match, or reduce funding levels in subsequent years in hopes that local governments will assume funding of the program.

<b>RESTRICTED &amp; INTERGOVERNMENTAL REVENUES</b>	<b>FY 22/23 Actual</b>	<b>FY 22/23 Original</b>	<b>FY 22/23 Amended</b>	<b>FY 23/24 Recommended</b>	<b>FY 23/24 Approved</b>
	Beer & Wine Tax	\$ 124,231	\$ 148,000	\$ 148,000	\$ 135,000
FEMA-Disaster Payment	158,776	-	-	-	
ABC Tax Distributions	163,672	217,000	217,000	193,000	
DWI Fines - State Roads Act	5,188	4,375	4,375	3,800	
Federal and State Grants	11,270,748	10,244,382	10,884,065	9,989,240	
Court Costs	40,188	44,000	44,000	42,500	
Lottery Proceeds	487,000	474,000	474,000	462,000	
EMS Medicaid Cost Reimb.	-	285,812	285,812	-	
EMS GF Tax Revenues	895,018	904,562	904,562	924,000	
<b>Total</b>	<b>\$ 13,144,821</b>	<b>\$ 12,322,131</b>	<b>\$ 12,961,814</b>	<b>\$ 11,749,540</b>	

## Licenses, Fees, and Other General Fund Revenues:

Revenues in the licenses, fees, and other category encompass a wide range of non-tax revenue sources. This category is important to the overall financial strength of the County because it includes revenue from self-supporting general governmental activities, such as building inspections, register of deeds fees, animal control fees, EMS service fees, etc. Fees appropriately fund some functions of Beaufort County government since they apply to a certain group of citizens, such as development-related services (building permits, planning fees, etc.). Ideally, the fees should fund the direct cost of the service.

LICENSES, FEES AND OTHER REVENUES	FY 21/22	FY 22/23	FY 22/23	FY 23/24	FY 23/24
	Actual	Original	Amended	Recommended	Approved
Ad valorem Tax Collection Fees	\$ 116,973	\$ 118,000	\$ 118,000	\$ 125,000	
Animal Control Fees	27,039	26,025	26,025	28,745	
Building & Inspection Fees	153,205	138,270	138,270	128,270	
Cable Franchise Fees	97,995	95,000	95,000	90,000	
Donations/Contributions	15,555	20,500	30,500	13,500	
DSS Aging/Disability Determination	516	2,120	2,120	2,240	
DSS Repayments	22,276	27,000	27,000	27,000	
Election/Candidate Fees	10,468	10	10	10,000	
Election Cost Reimbursement	17,220	-	-	17,220	
EMS Rescue Fees	1,013,397	500,000	500,000	1,000,000	
Environmental Health Fees	113,385	83,500	83,500	108,000	
Health Fees	533,457	273,600	273,600	250,150	
Misc. Health Grant	431,505	315,083	663,775	289,119	
Miscellaneous Health Income	-	-	155,364	-	
Hospital Share of Service	7,070	10,000	10,000	16,440	
Insurance Proceeds	78,139	50,000	50,000	45,000	
Land Records Fees	132	100	100	75	
Miscellaneous	21,209	30,000	30,000	16,000	
NC Health Choice	-	10,000	10,000	-	
Register of Deeds - Miscellaneous	276,582	272,000	272,000	243,400	
Rents	260,084	256,645	256,645	260,211	
Sale of Fixed Assets	43,324	50,000	50,000	50,000	
Sheriff's Fees	105,554	97,500	97,500	75,275	
Tax Department Fees	76,237	81,500	81,500	63,035	
Vending Concessions	29,009	25,700	25,700	21,400	
WIC Hyde Services	-	-	8,000	-	
<b>Total Licenses, Fees &amp; Other</b>	<b>\$ 3,450,331</b>	<b>\$ 2,482,553</b>	<b>\$ 3,004,609</b>	<b>\$ 2,880,080</b>	

**Investment Earnings and Transfers In:**

Investment Earnings are projected to be \$1,200,000 in FY 23/24 due to higher market interest rates. The County’s investment revenue will increase if interest rates continue to rise.

<b>INVESTMENT EARNINGS &amp; TRANSFERS FROM OTHER FUNDS</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 22/23</b>
	<b>Actual</b>	<b>Original</b>	<b>Amended</b>	<b>Recommended</b>	<b>Approved</b>
Investment Earnings	\$ 94,476	\$ 50,000	\$ 50,000	\$ 1,200,000	
Lease Financing	355,141	-	-	-	
Transfer from Jail Locking System Fund	257,336	-	-	-	
<b>Total Investment Earnings and Transfers In</b>	<b>\$ 706,953</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 1,200,000</b>	

## GENERAL FUND APPROPRIATED FUND BALANCE

In FY 2023-2024, \$0 of fund balance is recommended for appropriation.

The necessity of having a fund balance is to provide adequate cash flow given the erratic revenue cycle of the County's operations. According to the North Carolina Local Government Commission, a local government entering a fiscal year with less than 8% unassigned fund balance available will not have adequate resources to meet its obligations until it begins receiving property taxes.

In March 2013, the Beaufort County Board of Commissioners adopted a fund balance management policy. That policy was established to ensure that the County maintained an adequate fund balance in the County's General Fund to provide the capacity to:

1. Provide sufficient cash flow for daily financial needs,
2. Secure and maintain investment grade bond ratings,
3. Offset significant economic downturns or revenue shortfalls, and
4. Provide funds for unforeseen expenditures related to emergencies.

The policy reads that the "County will strive to maintain an unassigned fund balance in the General Fund of 35% of budgeted general fund operating expenditures each fiscal year. This is substantially higher than the 8% minimum required by the Local Government Commission but is in line with peer counties."

In April 2021 Moody's Investor's Service assigned an "Aa3" rating to Beaufort County. Prior to that, the Standard & Poor's Ratings Services raised its rating on the County's general obligation debt to "AA-" from "A+" and listed the outlook as stable.

Fiscal Year Ending	Unassigned Fund Balance	Percentage of Expenditures	Fund Balance Target Policy
June 30, 2023 estimated	26,739,719	37.22%	35%
June 30, 2022	28,729,788	45.19%	35%
June 30, 2021	24,855,518	41.82%	35%
June 30, 2020	20,463,556	34.83%	35%
June 30, 2019	15,979,428	27.18%	35%
June 30, 2018	14,920,124	26.99%	35%
June 30, 2017	16,898,251	26.95%	35%
June 30, 2016	18,195,534	31.29%	35%
June 30, 2015	19,318,500	35.85%	35%
June 30, 2014	19,120,857	37.01%	35%
June 30, 2013	15,962,287	30.80%	35%
June 30, 2012	12,705,818	25.11%	20%

*Assumptions:* The County estimates the unassigned fund balance at June 30, 2023 as follows.

June 30, 2022 Audited Unassigned FB	\$28,729,788
FB Transfer to Facility Fund	(5,624,285)
Estimated FB Addition from FY 22-23 Operations	3,634,216
Less: FB Reduction Recommended in FY 23/24	(0)
Estimated Unassigned Fund Balance	\$ 26,739,719

Based on the estimate, the County will exceed the minimum 8% fund balance requirement by \$20,992,787 and will have sufficient resources to meet obligations prior to receiving the property tax revenues in December 2023.

Actual FY 21-22	Original FY 22-23	Amended FY 22-23	Recommended FY 23-24	Approved FY 23-24
\$0	\$1,600,000	\$8,843,071	\$0	\$0

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SUMMARY OF GENERAL FUND EXPENDITURES

GENERAL FUND	BUDGET								PERCENTAGE CHANGE	Notes (changes of +/- 6.2%)
	FY 2022-2023				FY 2023-2024		FY 23-24 RECOMMENDED			
	2022 ACTUAL	AS OF 2/3/2023 ACTUAL	BUDGET FY 2022-2023 ORIGINAL	REVISED AS OF 4/1/2023	BUDGET FY 2022-2023 PROJECTED	FY 2023-2024 REQUESTED	FY 2023-2024 RECOMMENDED	FY 23-24 RECOMMENDED COMPARED TO FY 22-23 ORIGINAL		
Governing Body	357,070	271,167	386,646	386,646	394,644	403,005	403,005	16,359	4.2%	
County Administration	494,927	300,762	626,168	628,168	625,541	644,828	644,828	18,660	3.0%	
Finance	681,569	419,788	731,536	731,536	726,092	739,453	739,453	7,917	1.1%	
Human Resources	249,536	137,562	263,608	263,608	253,374	263,732	265,260	1,652	0.6%	
Tax Assessor	1,133,268	745,046	1,314,534	1,335,172	1,343,161	1,360,651	1,354,430	39,896	3.0%	
Tax Collector	629,697	325,180	679,173	679,173	658,988	635,352	674,618	-4,555	-0.7%	
Court Facilities	286,027	273,464	318,936	371,083	360,950	328,350	328,350	9,414	3.0%	
Elections	306,546	246,462	401,250	401,250	380,567	459,151	409,285	8,035	2.0%	
Register of Deeds	417,141	289,623	449,673	476,902	462,314	447,061	448,841	-832	-0.2%	
Maintenance, Buildings, & Grounds	1,383,546	1,281,136	1,563,349	1,763,847	1,711,645	1,600,262	1,545,204	-18,145	-1.2%	
Debt Service	2,393,756	2,490,729	2,680,747	2,680,747	2,680,747	2,621,256	2,621,256	-59,491	-2.2%	
Non-Departmental	757,005	701,759	878,487	938,977	871,081	968,642	1,003,642	125,355	14.2%	26% Increase in property/liability insurance premium.
Transfers to Other Funds	6,443,394	2,586,325	2,586,325	8,518,192	8,518,192	1,042,379	1,042,379	-1,543,946	-59.7%	Transfers in FY 22/23 for Beaufort Promise and Workers Comp Reserve.
Contingency	0	0	78,882	21,239	21,239	100,000	100,000	21,118	26.8%	Increase in contingency recommended.
Social Services	12,068,078	6,025,245	12,777,544	12,985,747	10,275,961	12,519,865	12,579,865	-197,679	-1.5%	
Health Department	5,061,794	3,146,562	5,233,051	6,280,320	5,719,282	4,853,977	4,853,977	-379,074	-7.2%	Moved jail health back to contracted services in Jail Cost Center.
Veteran's Assistance	70,491	42,388	75,008	75,008	73,470	74,915	75,428	420	0.6%	
Area Mental Health & Transportation	613,680	563,819	666,438	666,438	676,938	676,938	676,938	10,500	1.6%	
Cooperative Extension	274,810	303,417	351,564	429,221	269,088	316,825	314,286	-37,278	-10.6%	Purchased tractor in FY 22-23.
Soil/Water Conservation	165,875	92,114	177,196	177,196	172,442	178,427	178,654	1,458	0.8%	
Youth Services	280,351	118,587	247,454	247,454	246,187	246,187	246,187	-1,267	-0.5%	
Outside Agencies	437,922	303,296	493,922	493,922	492,922	569,409	447,922	-46,000	-9.3%	One-time funding for certain agencies in FY 22-23.
Economic Development	296,416	177,605	332,400	335,423	326,242	429,132	332,763	363	0.1%	
Planning	310,382	230,342	351,283	353,033	351,890	321,342	324,870	-26,413	-7.5%	Purchased truck in FY 22-23.
Beaufort County Public Schools	16,048,184	11,713,016	16,866,679	17,414,442	17,414,442	24,029,999	18,337,142	1,470,463	8.7%	6.2% CPI adjustment to operating expenses; statutory calculation for capital allocation.
Beaufort County Community College	3,500,143	1,864,865	3,196,912	3,196,912	3,196,912	3,387,310	3,387,310	190,398	6.0%	
Sheriff	3,187,791	3,669,336	6,688,535	6,720,539	6,715,539	7,264,243	7,099,571	411,036	6.1%	CPI adjustment.
Jail	1,390,034	1,391,494	2,639,522	2,638,022	2,638,022	3,106,354	2,995,568	356,046	13.5%	CPI adjustment plus jail health services contract costs.
E-911 Communications	1,129,760	856,213	1,490,092	1,490,092	1,490,092	1,755,277	1,603,505	113,413	7.6%	CPI adjustment.
Emergency Medical Services	1,411,222	2,106,029	3,156,595	3,400,510	3,351,474	3,452,130	3,257,775	101,180	3.2%	
Emergency Management	419,777	307,865	490,716	498,716	490,756	525,240	495,530	4,814	1.0%	
Animal Control	442,351	313,696	506,066	505,616	496,384	484,845	485,549	-20,517	-4.1%	
Forestry Services	127,575	84,504	173,905	173,905	173,905	183,190	183,190	9,285	5.3%	
Other Emergency Services	59,300	31,800	66,000	66,000	66,000	66,000	61,000	-5,000	-7.6%	One-time training allocation to Sidney Dive Team in FY 22-23.
<b>TOTAL GENERAL FUND</b>	<b>\$ 62,829,419</b>	<b>\$ 43,411,197</b>	<b>\$ 68,940,196</b>	<b>\$ 77,345,056</b>	<b>\$ 73,646,482</b>	<b>\$ 76,055,727</b>	<b>\$ 69,517,581</b>	<b>577,385</b>	<b>0.8%</b>	
						Revenues exceed Exp.	2,319,067			
						Total Revenues	\$ 71,836,648			

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**SUMMARY - OTHER GOVERNMENTAL FUNDS**

	FY 2021-2022 ACTUAL	BUDGET FY 2022-2023 ORIGINAL	BUDGET FY 2022-2023 AMENDED	BUDGET FY 2023-2024 RECOMMENDED	BUDGET FY 2023-2024 APPROVED
<b>E-911 Telephone System Fund</b>					
Revenues	\$ 208,549	\$ 146,752	\$ 382,752	\$ 143,189	
Expenditures	\$ 128,039	\$ 146,752	\$ 382,752	\$ 143,189	

	FY 2021-2022 ACTUAL	BUDGET FY 2022-2023 ORIGINAL	BUDGET FY 2022-2023 AMENDED	BUDGET FY 2023-2024 RECOMMENDED	BUDGET FY 2023-2024 APPROVED
<b>Seized Drug Fund</b>					
Revenues	\$ 29,275	\$ 65,000	\$ 65,000	\$ 70,275	
Expenditures	\$ 44,645	\$ 65,000	\$ 65,000	\$ 70,275	

	FY 2021-2022 ACTUAL	BUDGET FY 2022-2023 ORIGINAL	BUDGET FY 2022-2023 AMENDED	BUDGET FY 2023-2024 RECOMMENDED	BUDGET FY 2023-2024 APPROVED
<b>Fire/Rescue Tax Fund</b>					
Revenues	\$ 2,307,638	\$ 2,271,290	\$ 2,271,290	\$ 2,347,000	
Expenditures	\$ 2,307,638	\$ 2,272,990	\$ 2,272,990	\$ 2,347,000	

	FY 2021-2022 ACTUAL	BUDGET FY 2022-2023 ORIGINAL	BUDGET FY 2022-2023 AMENDED	BUDGET FY 2023-2024 RECOMMENDED	BUDGET FY 2023-2024 APPROVED
<b>EMS Tax Fund</b>					
Revenues	\$ 1,650,109	\$ 1,705,300	\$ 1,705,300	\$ 1,768,950	
Expenditures	\$ 1,650,109	\$ 1,705,300	\$ 1,705,300	\$ 1,768,950	

	FY 2021-2022 ACTUAL	BUDGET FY 2022-2023 ORIGINAL	BUDGET FY 2022-2023 AMENDED	BUDGET FY 2023-2024 RECOMMENDED	BUDGET FY 2023-2024 APPROVED
<b>Tax Revaluation Fund</b>					
Revenues	\$ 162,787	\$ 162,050	\$ 162,050	\$ 161,759	
Expenditures	\$ 824,858	\$ 162,050	\$ 162,050	\$ 161,759	

	FY 2021-2022 ACTUAL	BUDGET FY 2022-2023 ORIGINAL	BUDGET FY 2022-2023 AMENDED	BUDGET FY 2023-2024 RECOMMENDED	BUDGET FY 2023-2024 APPROVED
<b>Economic Development Fund</b>					
Revenues	\$ 46,000	\$ 45,000	\$ 45,000	\$ 45,000	
Expenditures	\$ 14,551	\$ 45,000	\$ 45,000	\$ 45,000	

	FY 2021-2022 ACTUAL	BUDGET FY 2022-2023 ORIGINAL	BUDGET FY 2022-2023 AMENDED	BUDGET FY 2023-2024 RECOMMENDED	BUDGET FY 2023-2024 APPROVED
<b>Capital Reserve Fund</b>					
Revenues	\$ 55,000	\$ 30,000	\$ 30,000	\$ 30,000	
Expenditures	\$ 55,000	\$ 30,000	\$ 30,000	\$ 30,000	

	FY 2021-2022 ACTUAL	BUDGET FY 2022-2023 ORIGINAL	BUDGET FY 2022-2023 AMENDED	BUDGET FY 2023-2024 RECOMMENDED	BUDGET FY 2023-2024 APPROVED
<b>HCCBG-Aging</b>					
Revenues	\$ 1,268	\$ 15,917	\$ 15,917	\$ 1,100	
Expenditures	\$ 3,465	\$ 15,917	\$ 15,917	\$ 1,100	

	FY 2021-2022 ACTUAL	BUDGET FY 2022-2023 ORIGINAL	BUDGET FY 2022-2023 AMENDED	BUDGET FY 2023-2024 RECOMMENDED	BUDGET FY 2023-2024 APPROVED
<b>Healthcare Reserve Fund</b>					
Revenues	\$ 30,138	\$ 371,540	\$ 371,540	\$ 371,540	
Expenditures	\$ -	\$ 371,540	\$ 371,540	\$ 371,540	

	FY 2021-2022 ACTUAL	BUDGET FY 2022-2023 ORIGINAL	BUDGET FY 2022-2023 AMENDED	BUDGET FY 2023-2024 RECOMMENDED	BUDGET FY 2023-2024 APPROVED
<b>Facility/Capital Reserve</b>					
Revenues	\$ 575,000	\$ 603,275	\$ 603,275	\$ 605,620	
Expenditures	\$ 575,000	\$ 603,275	\$ 603,275	\$ 605,620	

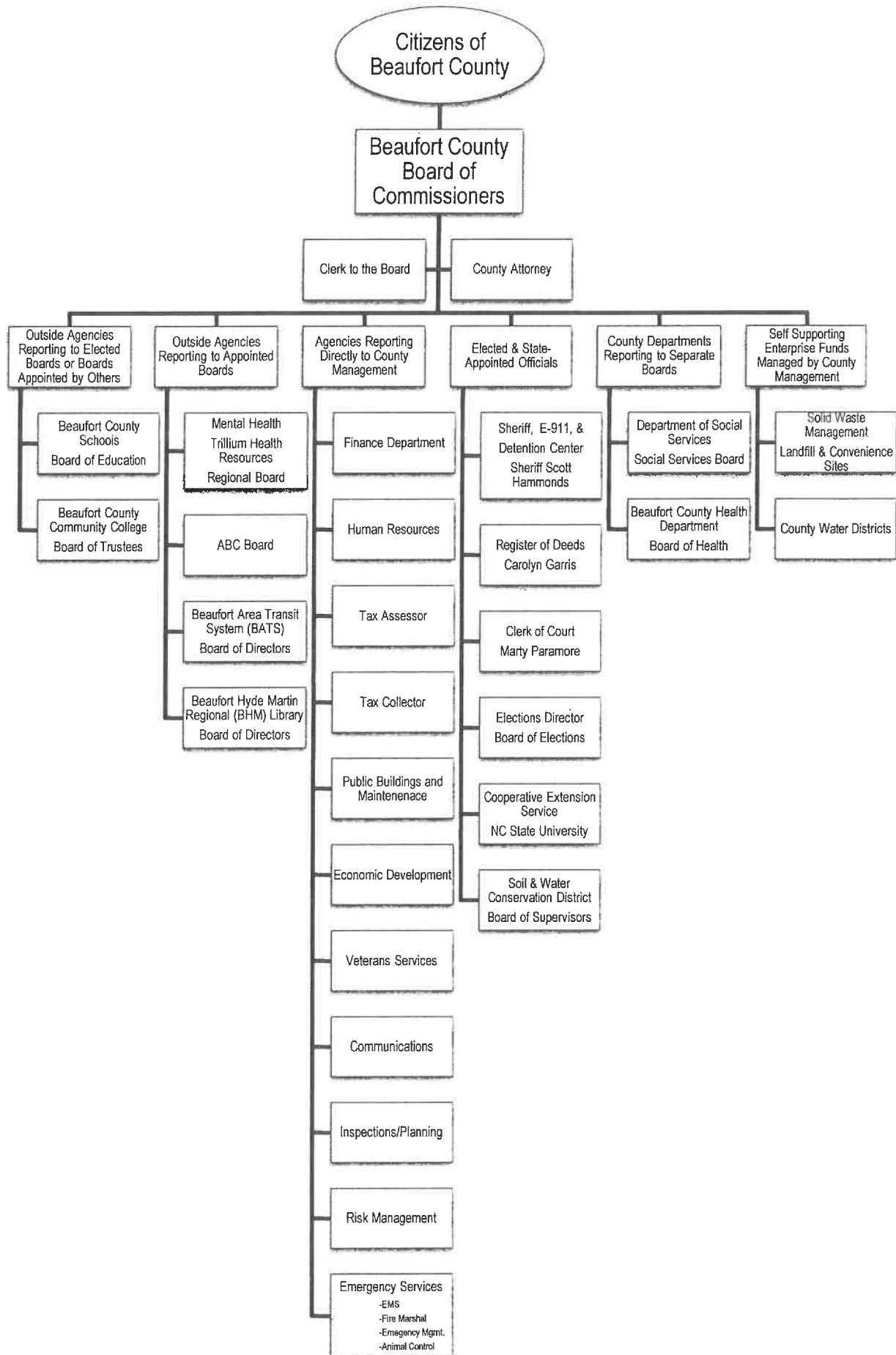
	<b>FY 2021-2022</b>	<b>BUDGET FY 2022-2023 ORIGINAL</b>	<b>BUDGET FY 2022-2023 AMENDED</b>	<b>BUDGET FY 2023-2024 RECOMMENDED</b>	<b>BUDGET FY 2023-2024 APPROVED</b>
<b>EMS Special Revenue Fund</b>					
Revenues	\$ 2,592,485	\$ 2,322,000	\$ 2,322,000	\$ 1,820,000	
Expenditures	\$ 2,533,318	\$ 2,322,000	\$ 2,322,000	\$ 1,820,000	

	<b>FY 2021-2022</b>	<b>BUDGET FY 2022-2023 ORIGINAL</b>	<b>BUDGET FY 2022-2023 AMENDED</b>	<b>BUDGET FY 2023-2024 RECOMMENDED</b>	<b>BUDGET FY 2023-2024 APPROVED</b>
<b>4-H Special Revenue Fund</b>					
Revenues	\$ 59,056	\$ 36,000	\$ 36,000	\$ 55,000	
Expenditures	\$ 52,447	\$ 36,000	\$ 36,000	\$ 55,000	

	<b>FY 2021-2022</b>	<b>BUDGET FY 2022-2023 ORIGINAL</b>	<b>BUDGET FY 2022-2023 AMENDED</b>	<b>BUDGET FY 2023-2024 RECOMMENDED</b>	<b>BUDGET FY 2023-2024 APPROVED</b>
<b>Cooperative Extension Special Revenue Fund</b>					
Revenues	\$ 55,082	\$ 40,000	\$ 40,000	\$ 40,000	
Expenditures	\$ 38,615	\$ 40,000	\$ 40,000	\$ 40,000	

	<b>FY 2021-2022</b>	<b>BUDGET FY 2022-2023 ORIGINAL</b>	<b>BUDGET FY 2022-2023 AMENDED</b>	<b>BUDGET FY 2023-2024 RECOMMENDED</b>	<b>BUDGET FY 2023-2024 APPROVED</b>
<b>DSS Representative Payee Special Revenue Fund</b>					
Revenues	\$ 648,226	\$ 165,000	\$ 165,000	\$ 700,000	
Expenditures	\$ 638,502	\$ 165,000	\$ 165,000	\$ 700,000	

# Beaufort County Government Organizational Chart



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## GOVERNING BODY – BOARD OF COUNTY COMMISSIONERS

The seven (7) member Board of County Commissioners is the official policy-making body for Beaufort County Government. The Chairman, presiding officer of the Board, serves as the official and ceremonial leader of the County and as a voting member of the Board. The Chairman, Frankie Waters, and the Vice-Chairman, Jerry Langley, were selected by the other Board members at the December 2022 regular meeting and will serve one (1) year terms in these capacities. The Board selects a new Chairman and Vice-Chairman each year. Each Board member is elected at-large under a limited-voting election process for a term of four (4) years. Partisan elections are held in even-numbered years and terms of office are staggered so that every two (2) years either three (3) or four (4) seats are up for election. All official actions of the Board are made at public meetings, generally held on the first Monday of each month beginning at 5:30 PM in the County Commissioners’ meeting room located in the Beaufort County Financial Services Center. Each meeting has an agenda and the public is allowed an opportunity to make comments to the Board. The Board also conducts special meetings and work sessions on the County’s budget and other issues of special interest.

Frankie Waters, Chairman of the Board  
 Katie Mosher, Clerk to the Board

Beaufort County Administration  
 121 W. 3<sup>rd</sup> Street  
 Washington, North Carolina 27889

Phone: (252) 946-0079  
 Fax: (252) 946-7722  
 Email: [katie.mosher@beaufortcountync.gov](mailto:katie.mosher@beaufortcountync.gov)

<u>Current Members of the Board</u>	<u>Term Expires</u>
Frankie Waters, Chairman	December 2026
Jerry Langley, Vice-Chairman	December 2024
Ed Booth, Commissioner	December 2026
Stan Deatherage, Commissioner	December 2026
John Rebholz, Commissioner	December 2024
Hood Richardson, Commissioner	December 2024
Randy Walker, Commissioner	December 2024

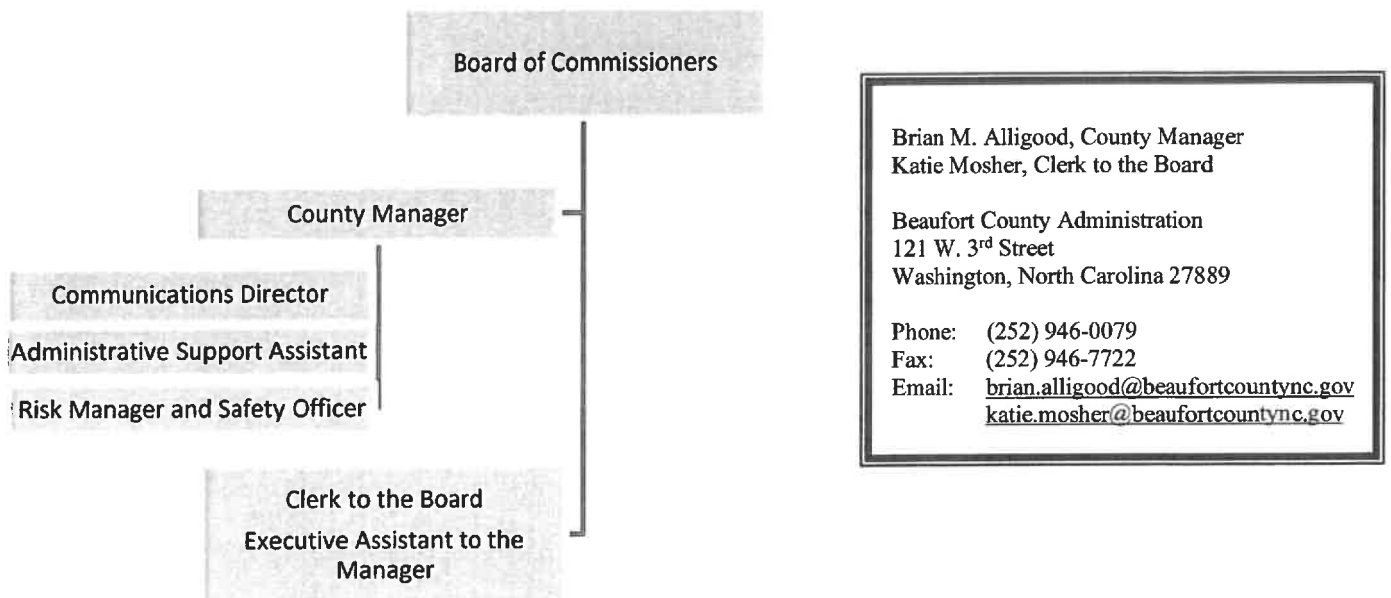
GOVERNING BOARD	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ 140,989	\$ 150,435	\$ 150,435	\$ 143,471	\$ -
Benefits	\$ 18,793	\$ 19,611	\$ 19,611	\$ 18,534	\$ -
Operating	\$ 197,288	\$ 216,600	\$ 216,600	\$ 241,000	\$ -
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 357,070	\$ 386,646	\$ 386,646	\$ 403,005	\$ -

**GOVERNING BOARD**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
SALARIES	\$ -	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BOARD SALARY	118,156	118,448	126,614	75,010	136,635	136,635	129,671	129,671	129,671	
BOARD TRAVEL ALLOWANCE	13,706	14,375	14,375	8,050	13,800	13,800	13,800	13,800	13,800	
FICA 6.2%	7,403	7,811	8,538	4,999	9,327	9,327	9,327	8,895	8,895	
HOSPITALIZATION-EMPLOYEE	6,320	6,837	7,145	4,409	7,334	7,334	7,334	7,196	7,196	
MEDICARE 1.45%	1,732	1,827	1,996	1,169	2,181	2,181	2,181	2,080	2,080	
LIFE INSURANCE-EMPLOYEE	131	129	141	79	210	210	210	210	210	
WORKERS COMPENSATION INSURANCE	1,058	1,025	972	121	559	559	121	153	153	
PROFESSIONAL SERVICE-LEGAL	93,745	93,968	87,500	84,026	90,000	90,000	90,000	95,000	95,000	
PROF. SERVICES-ADMINISTRATIVE	1,812	31,725	23,560	24,453	25,000	25,000	30,000	30,000	30,000	
FOOD AND PROVISIONS	1,577	1,402	1,934	1,536	2,500	2,500	2,500	2,500	2,500	
OFFICE SUPPLIES	549	709	217	730	800	800	1,000	1,000	1,000	
PROFESSIONAL DEVELOPMENT	18,869	3,991	19,689	28,279	36,000	36,000	45,000	46,000	46,000	
COMPUTER SOFTWARE/SUPPORT	605	10,436	10,511	1,098	11,000	11,000	11,000	15,000	15,000	
LEGAL ADVERTISING	1,892	2,257	2,734	-	2,000	2,000	2,000	2,000	2,000	
EQUIPMENT PURCHASE	1,886	850	201	-	500	500	500	500	500	
CONTRACT SERVICES	7,294	7,763	7,775	5,192	7,800	7,800	7,000	6,000	6,000	
DUES & SUBSCRIPTIONS	40,318	40,114	43,168	29,116	41,000	41,000	43,000	43,000	43,000	
MIS FEES	-	-	-	2,900	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 317,050</b>	<b>\$ 344,368</b>	<b>\$ 357,070</b>	<b>\$ 271,167</b>	<b>\$ 386,646</b>	<b>\$ 386,646</b>	<b>\$ 394,644</b>	<b>\$ 403,005</b>	<b>\$ 403,005</b>	<b>\$ -</b>

# COUNTY ADMINISTRATION

County Administration includes the County Manager, the Clerk to the Board/Executive Assistant to the County Manager, the Administrative Support Assistant, and the Risk Manager/Safety Officer. The County Manager and the Clerk to the Board/Executive Assistant are both appointed directly by the Board of Commissioners and serve at their discretion. The major duties of the department include supervising and coordinating the activities of the County-funded departments and agencies. This role differs based on the reporting relationships between the department or agency and the Board of Commissioners. For example, departments or agencies may report to separately appointed boards, the department manager may be elected, or the department manager may be appointed by the State. The organizational chart in the Governing Body section of the budget document lists these agencies and describes the relationships. The County Manager is generally responsible for the following functions: ensuring that all ordinances and policies of the Board are implemented; making recommendations on business matters; recommending an annual budget and keeping the Board informed on the County's financial condition.



### FULL-TIME POSITIONS AUTHORIZED

FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
4	4	4	5	

COUNTY ADMINISTRATION	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ 361,356	\$ 445,009	\$ 445,009	\$ 452,857	\$ -
Benefits	\$ 101,180	\$ 134,359	\$ 134,359	\$ 138,021	\$ -
Operating	\$ 32,391	\$ 46,800	\$ 48,800	\$ 53,950	\$ -
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals</b>	\$ 494,927	\$ 626,168	\$ 628,168	\$ 644,828	\$ -

**COUNTY ADMINISTRATION**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
SALARIES	\$ 306,664	\$ 311,359	\$ 353,200	\$ 207,394	\$ 437,009	\$ 437,009	\$ 437,009	\$ 444,857	\$ 444,857	
SALARIES-OVERTIME	1,602	3,635	1,906	941	2,000	2,000	2,000	2,000	2,000	
TRAVEL ALLOWANCE (CO. MANAGER)	6,000	6,250	6,250	3,500	6,000	6,000	6,000	6,000	6,000	
FICA 6.2%	17,027	17,498	19,560	9,936	28,626	28,626	28,626	28,077	28,077	
LOC. GOV. EMP. RETIREMENT	27,772	32,241	40,053	25,292	53,327	53,327	53,327	57,555	57,555	
HOSPITALIZATION-EMPLOYEE	18,959	21,034	28,810	17,637	36,700	36,700	36,700	35,980	35,980	
MEDICARE 1.45%	4,512	4,593	5,080	2,953	6,451	6,451	6,451	6,566	6,566	
LIFE INSURANCE-EMPLOYEE	81	91	119	70	150	150	150	150	150	
WORKERS COMPENSATION INSURANCE	2,038	585	556	600	327	327	600	756	756	
401(K) EMPLOYER CONTRIBUTION	6,165	6,288	7,002	4,167	8,778	8,778	8,778	8,937	8,937	
PROF. SERVICES-ADMINISTRATIVE	-	1,600	250	815	5,000	1,850	1,000	5,000	5,000	
OFFICE SUPPLIES	2,139	1,396	1,359	1,776	1,500	2,650	1,500	2,500	2,500	
PROFESSIONAL DEVELOPMENT	5,233	1,581	4,631	8,382	8,000	8,000	8,000	10,000	10,000	
TRAVEL-FUEL	346	432	654	410	600	600	600	1,200	1,200	
TELEPHONE	10,954	10,464	10,675	5,235	12,000	12,000	12,000	12,000	12,000	
POSTAGE	-	-	55	54	-	-	100	100	100	
PRINTING	159	159	170	80	300	300	300	500	500	
MAINT/REPAIR-EQUIPMENT	433	55	1,219	327	500	500	500	500	500	
MAINT/REPAIR-VEHICLE	-	-	-	610	-	1,000	1,000	1,500	1,500	
COMPUTER SOFTWARE/SUPPORT	1,232	1,276	1,244	87	1,250	1,250	1,250	3,000	3,000	
TEMPORARY EMP.SERVICES	28,719	22,538	-	-	-	-	-	-	-	
EQUIPMENT PURCHASE	1,297	435	674	3,004	1,500	5,500	5,500	2,500	2,500	
CONTRACT SERVICES	3,915	4,420	5,252	4,270	5,000	5,000	6,000	3,500	3,500	
DUES & SUBSCRIPTIONS	2,736	2,698	2,576	2,625	3,000	3,000	3,000	3,500	3,500	
SAFETY SUPPLIES	737	179	91	117	500	500	500	500	500	
SAFETY TESTING	-	1,365	1,529	-	2,000	2,000	2,000	2,000	2,000	
SAFETY TRAINING	1,597	2,106	1,333	189	5,000	4,000	2,000	5,000	5,000	
SAFETY EQUIPMENT	9	-	42	61	-	-	-	-	-	
SAFETY DUES	255	255	635	230	650	650	650	650	650	
<b>TOTALS</b>	<b>\$ 450,580</b>	<b>\$ 454,535</b>	<b>\$ 494,927</b>	<b>\$ 300,762</b>	<b>\$ 626,168</b>	<b>\$ 628,168</b>	<b>\$ 625,541</b>	<b>\$ 644,828</b>	<b>\$ 644,828</b>	

# FINANCE

The County Finance Department is committed to efficiently and effectively administering the fiscal affairs of the County in compliance with Federal, State, and Local regulations, policies, and practices while adhering to generally accepted accounting principles. The Department provides management with fiscal information and analysis so the local government can make prudent financial decisions.

Finance is responsible for issuing all the county's disbursements in strict compliance with budget ordinances adopted by the governing board, maintaining all records concerning bonded debt and other obligations of the County, supervising the investment of public funds, and maintaining internal controls.

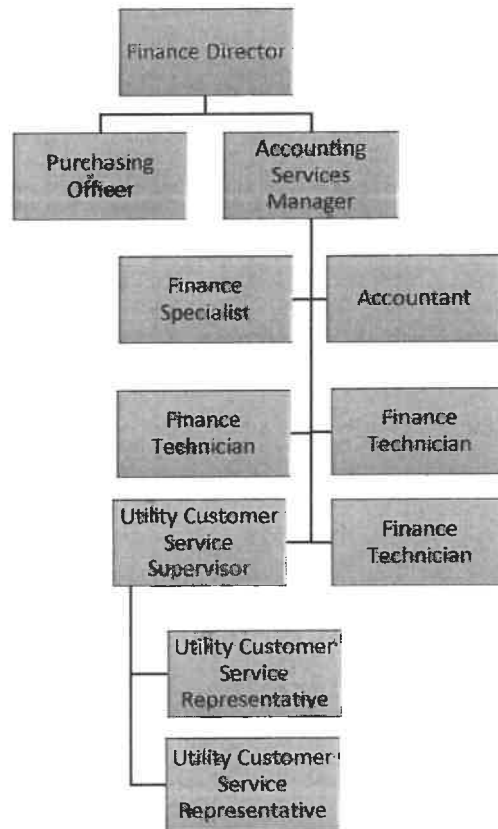
Anita C. Radcliffe, Finance Director  
Ashley Winstead, Accounting Services Manager

Beaufort County Financial Services  
132 W. 2<sup>nd</sup> Street  
Washington, North Carolina 27889

Phone: (252) 946-7721

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Email: [anita.radcliffe@beaufortcountync.gov](mailto:anita.radcliffe@beaufortcountync.gov)  
[ashley.winstead@beaufortcountync.gov](mailto:ashley.winstead@beaufortcountync.gov)



\*\*The Customer Service division of the Water Department is part of the Finance Department, however the salary and benefit expenses for these positions are cost allocated directly to the Water Fund and are included in the total authorized positions for Water Department.

## FULL-TIME POSITIONS AUTHORIZED

FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
7	7	7	7	

FINANCE	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ 467,653	\$ 490,279	\$ 490,279	\$ 487,794	\$ -
Benefits	143,040	164,182	164,182	165,909	-
Operating	70,876	77,075	77,075	85,750	-
Capital	-	-	-	-	-
Totals	\$ 681,569	\$ 731,536	\$ 731,536	\$ 739,453	\$ -

**FINANCE DEPARTMENT**

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
SALARIES	\$ 433,229	\$ 380,429	\$ 457,595	\$ 259,570	\$ 479,479	\$ 479,479	\$ 479,479	\$ 476,994	\$ 476,994	
SALARIES-OVERTIME	1,189	695	348	35	800	800	800	800	800	
SALARIES-PART TIME	-	44,428	9,710	-	10,000	10,000	-	10,000	10,000	
FICA 6.2%	24,433	24,088	26,471	14,827	29,777	29,777	29,777	29,623	29,623	
LOC. GOV. EMP. RETIREMENT	39,132	39,069	51,493	31,516	58,354	58,354	58,354	61,534	61,534	
HOSPITALIZATION-EMPLOYEE	49,970	41,599	48,720	33,080	58,672	58,672	58,672	57,568	57,568	
MEDICARE 1.45%	5,714	5,642	6,191	3,468	6,964	6,964	6,964	6,928	6,928	
LIFE INSURANCE-EMPLOYEE	184	172	198	111	210	210	210	210	210	
WORKERS COMPENSATION INSURANCE	1,058	1,025	972	388	600	600	600	490	490	
401(K) EMPLOYER CONTRIBUTION	8,688	7,622	8,996	4,948	9,605	9,605	9,605	9,556	9,556	
PROF.SERVICE-AUDIT/ACCOUNTING	56,750	55,700	53,750	58,250	55,250	55,250	58,250	61,200	61,200	
OFFICE SUPPLIES	2,949	3,397	2,768	2,199	3,500	3,500	3,750	3,750	3,750	
PROFESSIONAL DEVELOPMENT	1,803	311	5,119	4,578	7,000	7,000	7,000	7,000	7,000	
TELEPHONE	1,563	1,540	1,970	752	2,000	2,000	2,000	2,000	2,000	
PRINTING	1,259	1,240	1,476	1,267	1,275	1,275	1,750	1,750	1,750	
COMPUTER SOFTWARE/SUPPORT	1,987	1,987	2,117	508	2,000	2,000	2,831	3,000	3,000	
EQUIPMENT PURCHASE	5,616	1,167	767	558	3,000	3,000	3,000	4,000	4,000	
CONTRACT SERVICES	2,799	2,799	2,808	3,684	3,000	3,000	3,000	3,000	3,000	
DUES & SUBSCRIPTIONS	-	-	100	50	50	50	50	50	50	
<b>TOTALS</b>	<b>\$ 638,325</b>	<b>\$ 612,909</b>	<b>\$ 681,569</b>	<b>419,788</b>	<b>\$ 731,536</b>	<b>\$ 731,536</b>	<b>\$ 726,092</b>	<b>\$ 739,453</b>	<b>\$ 739,453</b>	

## HUMAN RESOURCES

The Human Resources Department provides comprehensive Human Resources services and guidance to County departments in the development, implementation and administration of policies and procedures. Human Resources is responsible for promoting equal employment opportunities, recruitment, selection and screening of potential employees, maintaining employee personnel records, administering employee benefit programs, employee relations, maintaining classification and compensation systems, ensuring adherence to personnel policies, procedures and laws, training and development, and position control.

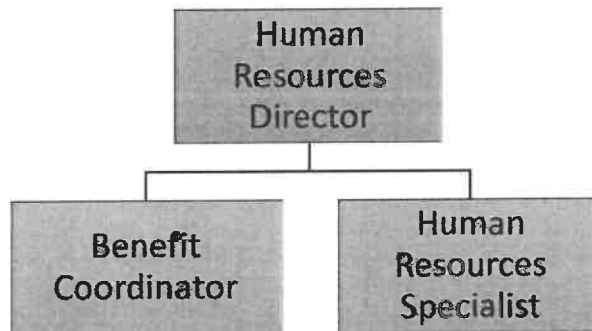
Deloris Creasman, Human Resources Director

Beaufort County Human Resources  
121 West Third Street  
Washington, North Carolina

Phone: (252) 946-0079

Fax: (252) 946-7722

Email: [deloris.creasman@beaufortcountync.gov](mailto:deloris.creasman@beaufortcountync.gov)



### FULL-TIME POSITIONS AUTHORIZED

FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
3	3	3	3	

HUMAN RESOURCES	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ 165,682	\$ 169,806	\$ 169,806	\$ 170,469	\$ -
Benefits	\$ 55,733	\$ 59,452	\$ 59,452	\$ 60,141	\$ -
Operating	\$ 28,121	\$ 34,350	\$ 34,350	\$ 34,650	\$ -
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 249,536	\$ 263,608	\$ 263,608	\$ 265,260	\$ -

## HUMAN RESOURCES

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
SALARIES	\$ 139,099	\$ 148,839	\$ 165,682	\$ 95,058	\$ 169,306	\$ 169,306	\$ 169,932	\$ 169,969	\$ 169,969	
SALARIES-OVERTIME	-	-	-	-	500	500	500	500	500	
FICA 6.2%	8,087	8,694	9,757	5,619	10,528	10,528	9,989	10,538	10,538	
LOC. GOV. EMP. RETIREMENT	12,532	15,262	18,525	11,540	20,631	20,631	20,630	21,892	21,892	
HOSPITALIZATION-EMPLOYEE	18,959	18,947	21,434	13,228	22,002	22,002	23,318	21,060	21,588	
MEDICARE 1.45%	1,891	2,037	2,282	1,314	2,462	2,462	2,336	2,465	2,465	
LIFE INSURANCE-EMPLOYEE	73	76	79	47	90	90	88	90	90	
WORKERS COMPENSATION INSURANCE	453	439	417	134	343	343	134	169	169	
401(K) EMPLOYER CONTRIBUTION	2,782	2,977	3,239	1,901	3,396	3,396	3,399	3,399	3,399	
PROFESSIONAL SERVICE-MEDICAL	7,249	6,038	7,395	3,187	7,000	7,000	3,813	7,000	7,000	
PROFESSIONAL SERVICES	20,789	11,181	10,285	795	12,000	12,000	11,205	12,000	12,000	
OFFICE SUPPLIES	1,411	1,634	1,217	466	1,500	1,500	1,034	1,500	2,000	
SERVICE AWARDS/EMPLOYEE FAIRS	1,292	1,903	2,590	1,425	2,400	2,400	975	2,400	2,400	
PROFESSIONAL DEVELOPMENT	296	1,832	1,280	720	5,000	5,000	1,500	4,000	5,000	
TELEPHONE	963	1,024	1,370	664	1,300	1,300	636	1,300	1,400	
COMPUTER SOFTWARE/SUPPORT	648	648	693	-	700	700	700	800	800	
EQUIPMENT PURCHASE	741	2,120	977	-	2,100	2,100	2,300	2,300	2,300	
CONTRACT SERVICES	1,909	2,064	2,085	1,465	2,100	2,100	635	2,100	1,500	
DUES & SUBSCRIPTIONS	219	219	229	-	250	250	250	250	250	
	<b>\$ 219,394</b>	<b>\$ 225,934</b>	<b>\$ 249,536</b>	<b>137,562</b>	<b>\$ 263,608</b>	<b>\$ 263,608</b>	<b>\$ 253,374</b>	<b>\$ 263,732</b>	<b>\$ 265,260</b>	<b>\$ -</b>

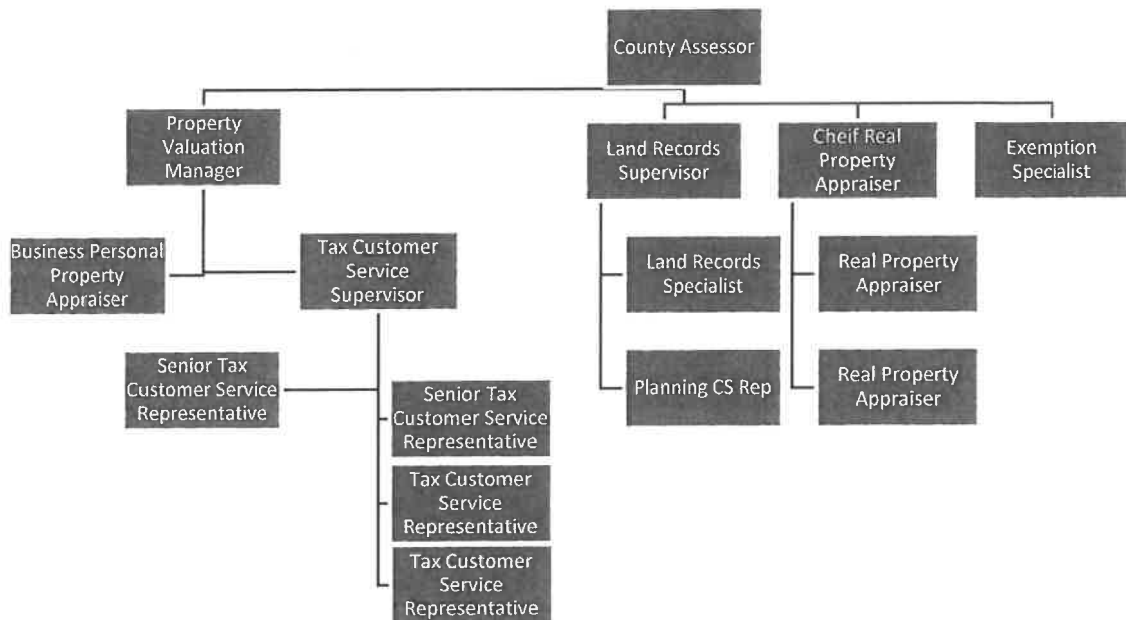
# TAX ASSESSOR

The County Assessor’s Office (CAO) exists for the listing, appraisal, and assessment of taxes on real and personal property as defined and required by North Carolina General Statutes. These functions of the CAO generate the primary source of revenue to fund general county services. The CAO is also responsible for assisting in the review of property tax exemption and deferral programs that are set forth by the state and assesses values to properties based on their municipal jurisdiction. The Land Records division of the CAO is responsible for maintaining tax maps, as well as additional GIS-related functions within the county. The Assessor acts as Clerk to Board of County Commissioners while they are carrying out their duties as the Board of Equalization and Review, and aids in carrying out the public meetings of that body.

Lloyd T. Salter, Tax Assessor

Beaufort County Tax Assessor  
 220 North Market Street  
 Post Office Box 160  
 Washington, North Carolina 27889

Phone: (252) 946 7981  
 Fax: (252) 940-6151  
 Email: [lloyd.salter@beaufortcountync.gov](mailto:lloyd.salter@beaufortcountync.gov)



### FULL-TIME POSITIONS AUTHORIZED

FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
13	13	15	15	

TAX ASSESSOR	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ 709,453	\$ 764,767	\$ 759,767	\$ 771,916	\$ -
Benefits	\$ 246,964	\$ 278,213	\$ 278,213	\$ 281,960	\$ -
Operating	\$ 176,852	\$ 271,554	\$ 275,929	\$ 300,554	\$ -
Capital	\$ -	\$ -	\$ 21,263	\$ -	\$ -
<b>Totals</b>	<b>\$ 1,133,268</b>	<b>\$ 1,314,534</b>	<b>\$ 1,335,172</b>	<b>\$ 1,354,430</b>	<b>\$ -</b>

**TAX ASSESSOR**

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
				ACTUALS	BUDGET	BUDGET				
SALARIES	\$ 543,069	\$ 631,350	\$ 707,621	\$ 404,843	\$ 756,667	\$ 756,667	\$ 756,667	\$ 763,816	\$ 763,816	
SALARIES-OVERTIME	6,589	2,475	6	-	5,000	-	5,000	5,000	5,000	
SALARIES-PART TIME	1,550	1,350	1,825	575	3,100	3,100	2,075	3,100	3,100	
FICA 6.2%	32,180	37,482	42,472	24,333	47,292	47,292	47,292	47,549	47,549	
LOC. GOV. EMP. RETIREMENT	49,520	64,948	78,951	49,148	92,300	92,300	92,300	107,240	98,379	
HOSPITALIZATION-EMPLOYEE	78,498	81,988	99,599	64,993	110,010	110,010	110,010	105,300	107,940	
MEDICARE 1.45%	7,526	8,799	9,933	5,691	11,060	11,060	11,060	11,120	11,120	
LIFE INSURANCE-EMPLOYEE	307	345	401	249	450	450	450	450	450	
WORKERS COMPENSATION INSURANCE	3,329	1,903	1,806	989	1,908	1,908	1,908	1,246	1,246	
401(K) EMPLOYER CONTRIBUTION	10,993	12,677	13,802	8,097	15,193	15,193	15,193	15,276	15,276	
AUDIT RECOVERY SERVICES	38	21	23	-	-	-	-	-	-	
PROFESSIONAL SERVICES	-	2,000	-	-	1,000	-	1,000	1,000	1,000	
OFFICE SUPPLIES	3,269	4,358	5,465	1,936	4,000	4,000	4,000	5,000	5,000	
PROFESSIONAL DEVELOPMENT	11,361	11,610	6,775	4,571	15,000	12,000	13,500	15,000	15,000	
TRAVEL-FUEL	1,263	1,138	2,125	766	1,500	1,500	1,500	1,500	1,500	
TELEPHONE	1,704	1,617	2,003	780	2,000	2,000	2,000	2,000	2,000	
POSTAGE	19,179	19,995	21,509	24,808	22,500	25,500	25,500	27,000	27,000	
PRINTING	10,138	11,644	9,956	10,142	12,000	19,500	19,389	20,000	20,000	
MAINT/REPAIR-EQUIPMENT	-	128	86	-	1,000	1,000	1,000	1,000	1,000	
MAINT/REPAIR-VEHICLE	707	151	2,335	1,345	2,000	2,000	2,000	2,500	2,500	
COMPUTER SOFTWARE/SUPPORT	108,472	108,997	109,293	107,979	120,000	120,000	120,000	135,000	135,000	
LEGAL ADVERTISING	3,651	4,152	1,959	-	2,000	2,000	2,000	2,000	2,000	
TEMPORARY SERVICES	-	6,160	-	-	-	-	-	-	-	
EQUIPMENT PURCHASE	341	4,590	8,901	8,163	12,000	9,875	11,500	12,000	12,000	
CONTRACT SERVICES	5,239	6,041	6,101	4,135	75,354	75,354	75,354	75,354	75,354	
DUES & SUBSCRIPTIONS	345	385	320	240	1,200	1,200	1,200	1,200	1,200	
TAX REFUNDS-BCBC APPROVAL	2,855	-	-	-	-	-	-	-	-	
CAPITAL OUTLAY-VEHICLES	-	-	-	21,263	-	21,263	21,263	-	-	
<b>TOTALS</b>	<b>\$ 902,124</b>	<b>\$ 1,026,302</b>	<b>\$ 1,133,268</b>	<b>\$ 745,046</b>	<b>\$ 1,314,534</b>	<b>\$ 1,335,172</b>	<b>\$ 1,343,161</b>	<b>\$ 1,360,651</b>	<b>\$ 1,354,430</b>	<b>\$ -</b>

# TAX COLLECTOR

The Beaufort County Tax Collections Office is dedicated to serving the citizens with the utmost respect while delivering outstanding service and providing accurate information. We are committed to collecting revenue on all taxable property located in Beaufort County as governed by the North Carolina Machinery Act. We strive to collect all outstanding taxes using the remedies available under the general statutes.

The Beaufort County Tax Office is responsible for the collection of all property taxes levied by Beaufort County and the municipalities of Aurora, Bath, Belhaven, Chocowinity, Pantego, Washington, and Washington Park. Also collected are taxes for multiple County Fire and Rescue Districts along with Fire Districts for Northside, Chocowinity, and Richlands.

Wyndele H. Kinion, Tax Collector

Beaufort County Tax Collector  
220 Market Street  
Post Office Box 633  
Washington, North Carolina 27889

Phone: (252) 946-2922

Fax: (252) 940-6153

Email: [wyn.kinion@beaufortcountync.gov](mailto:wyn.kinion@beaufortcountync.gov)

The Tax Collectors Office is solely responsible for the collection of taxes and fees. Also, included in this group are: beer and wine licenses, drainage taxes, and solid waste fees. Any questions regarding listing, billing, and assessed values are directed to the Tax Assessor's Office. The Tax Collector's Office maintains a high collection rate. At the close of the year June 30, 2022 the combined collection rate for all taxes was 98.14%.



### FULL-TIME POSITIONS AUTHORIZED

FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
6	6	6	6	

TAX COLLECTOR	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ 291,422	\$ 302,510	\$ 302,510	\$ 304,075	\$ -
Benefits	\$ 100,817	\$ 109,913	\$ 109,913	\$ 111,993	\$ -
Operating	\$ 237,458	\$ 266,750	\$ 266,750	\$ 258,550	\$ -
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 629,697	\$ 679,173	\$ 679,173	\$ 674,618	\$ -

**TAX COLLECTOR**

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	2023	2023	2024	2024	2024
				ACTUALS	BUDGET	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						BUDGET				
SALARIES	\$ 250,219	\$ 268,349	\$ 291,122	\$ 157,827	\$ 301,010	\$ 301,010	287,540	\$ 268,105	\$ 302,575	
SALARIES-OVERTIME	93	210	300	450	1,500	1,500	1,500	1,500	1,500	
FICA 6.2%	13,748	15,129	16,903	9,227	18,539	18,539	23,564	16,716	18,853	
LOC. GOV. EMP. RETIREMENT	22,551	27,536	32,619	19,215	36,330	36,330	22,255	34,725	39,165	
HOSPITALIZATION-EMPLOYEE	37,918	37,883	41,062	23,342	44,004	44,004	45,132	35,100	43,000	
MEDICARE 1.45%	3,215	3,558	3,953	2,158	4,335	4,335	3,905	3,909	4,409	
LIFE INSURANCE-EMPLOYEE	158	161	162	95	180	180	174	150	180	
WORKERS COMPENSATION IN	907	878	833	242	545	545	545	305	305	
401(K) EMPLOYER CONTRIBU	4,748	4,911	5,286	3,028	5,980	5,980	5,623	5,392	6,081	
DMV COLLECTION FEES	124,682	133,358	136,302	67,927	135,000	135,000	135,000	135,000	137,000	
DEBT SETOFF PROGRAM IMPI	282	-	-	-	-	-	-	-	-	
TAX-FORECLOSURES	81,005	99,586	53,055	29,739	80,000	80,000	80,000	80,000	70,000	
OFFICE SUPPLIES	2,890	2,043	1,730	1,834	3,000	3,000	3,500	4,500	3,500	
PROFESSIONAL DEVELOPMEN	-	750	3,965	-	4,000	4,000	4,000	4,000	4,000	
TRAVEL-FUEL	-	-	-	134	-	-	-	-	-	
TELEPHONE	941	1,204	1,590	694	1,600	1,600	1,600	1,600	1,400	
POSTAGE	615	1,641	2,003	1,017	2,500	2,500	4,000	4,500	2,000	
PRINTING	3,617	3,012	3,345	2,408	3,800	3,800	3,800	4,500	4,500	
ADVERTISING	-	165	-	-	-	-	-	-	-	
COMPUTER SOFTWARE/SUPP	1,512	1,512	1,386	-	2,050	2,050	2,050	2,050	2,050	
LEGAL ADVERTISING	25,704	25,704	25,704	-	25,700	25,700	25,700	25,700	26,500	
EQUIPMENT PURCHASE	8,656	-	3,411	2,366	4,000	4,000	4,000	2,500	2,500	
CONTRACT SERVICES	8,022	4,864	4,956	3,402	5,000	5,000	5,000	5,000	5,000	
DUES & SUBSCRIPTIONS	75	75	10	75	100	100	100	100	100	
<b>TOTALS</b>	<b>\$ 591,557</b>	<b>\$ 632,531</b>	<b>\$ 629,697</b>	<b>\$ 325,180</b>	<b>\$ 679,173</b>	<b>\$ 679,173</b>	<b>\$ 658,988</b>	<b>\$ 635,352</b>	<b>\$ 674,618</b>	<b>\$ -</b>

## COURT FACILITIES

The Court Facilities budget provides funds for certain expenses of court operations. Facility fees are collected by the courts as part of the court fees and distributed to the counties. Beaufort County receives approximately \$100,000 annually to help offset the cost of providing court facilities. In accordance with the North Carolina General Statutes, “funds derived from the facilities fees shall be used exclusively by the county for providing, maintaining, and constructing adequate courtroom and related judicial facilities, including: adequate space and furniture for judges, district attorneys, public defenders and other personnel of the Office of Indigent Defense Services, magistrates, juries, and other court related personnel; office space, furniture and vaults for the clerk; jail and juvenile detention facilities; free parking for jurors; and a law library (including books) if one has heretofore been established or if the governing body hereafter decides to establish one.”

Brian M. Alligood, County Manager  
Anita Radcliffe, Finance Director

121 West Third Street  
Washington, North Carolina 27889

Phone: (252) 946-0079

Fax: (252) 946-7722

Email: [brian.alligood@beaufortcountync.gov](mailto:brian.alligood@beaufortcountync.gov)

This budget includes \$12,500 to be managed by the Clerk of Court for minor maintenance and furniture/fixture needs. This will allow the Clerk to work with the judges and other court personnel to determine small purchasing priorities. The Clerk will comply with the County’s Purchasing Policy and submit requests directly to the Finance Director. The ongoing maintenance and repair of the building structure will continue to be managed and paid from the Public Buildings budget.

COURT FACILITIES	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	\$ 286,027	\$ 318,936	\$ 371,083	\$ 328,350	\$ -
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals</b>	<b>\$ 286,027</b>	<b>\$ 318,936</b>	<b>\$ 371,083</b>	<b>\$ 328,350</b>	<b>\$ -</b>

**COURT FACILITIES**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
JURY COMMISSION	\$ 2,950	\$ 2,950	\$ 2,950	\$ -	\$ 2,950	\$ 2,950	\$ 2,950	\$ 2,950	\$ 2,950	\$ -
OFFICE SUPPLIES	434	-	-	-	-	-	-	-	-	-
COURTHOUSE OPERATIONS	10,544	12,128	10,383	2,260	12,500	12,500	10,000	12,500	12,500	-
UTILITIES-COURTHOUSE	98,799	93,613	117,495	80,728	123,986	121,241	130,000	133,900	133,900	-
MAINT/REPAIR-COURTHOUSE	6,160	9,785	3,824	14,504	7,500	62,392	62,000	14,000	14,000	-
CONTRACT SERVICES	143,554	133,659	151,376	175,972	172,000	172,000	156,000	165,000	165,000	-
<b>TOTALS</b>	<b>\$ 262,441</b>	<b>\$ 252,135</b>	<b>\$ 286,027</b>	<b>\$ 273,464</b>	<b>\$ 318,936</b>	<b>\$ 371,083</b>	<b>\$ 360,950</b>	<b>\$ 328,350</b>	<b>\$ 328,350</b>	<b>\$ -</b>

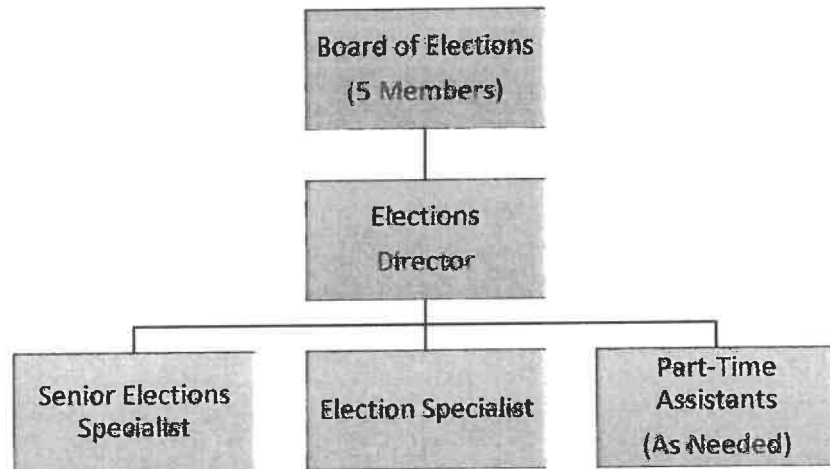
# BOARD OF ELECTIONS

The Beaufort County Board of Elections is responsible for conducting all elections held in Beaufort County. Locally, the office administers State election laws. The Board's principal functions include establishing election precincts and voting sites, appointing and training precinct officials, preparing and distributing ballots, voting equipment, canvassing and certifying the ballots cast in elections, and investigating any voting irregularities. The office maintains voter registration for Beaufort County and provides public information on voters and elections. The office is also responsible for campaign reporting for county candidates and audits those reports. Each County in North Carolina has a Board of Elections. It is a four-person board which is appointed every two years by the State Board of Elections. The Chair is appointed every two years by the Governor. The Director is recommended by the County Board for appointment by the State Board of Elections.

Thomas S. Payne III, Chairman  
 John B. Tate III, Secretary  
 Watsi Sutton, Member  
 Rane Singleton, Member  
 Jason Williams, Member  
 Kellie Harris Hopkins, Director  
 Anita Bullock Branch, Sr Elections Specialist  
 Vacant, Elections Specialist

Beaufort County Board of Elections  
 1308 Highland Drive, Suite 104  
 Post Office Box 1016  
 Washington, North Carolina 27889

Phone: (252) 946-2321  
 Fax: (252) 974-2962  
 Email: [beaufort.boe@beaufortcountync.gov](mailto:beaufort.boe@beaufortcountync.gov)



### FULL-TIME POSITIONS AUTHORIZED

FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
3	3	3	3	

ELECTIONS	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ 167,646	\$ 200,261	\$ 200,261	\$ 192,883	\$ -
Benefits	\$ 52,490	\$ 61,893	\$ 61,893	\$ 62,142	\$ -
Operating	\$ 86,410	\$ 139,096	\$ 139,096	\$ 154,260	\$ -
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals</b>	<b>\$ 306,546</b>	<b>\$ 401,250</b>	<b>\$ 401,250</b>	<b>\$ 409,285</b>	<b>\$ -</b>

**ELECTIONS**

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
SALARIES	\$ 136,241	\$ 146,156	\$ 147,270	\$ 84,209	\$ 158,316	\$ 158,316	\$ 158,316	\$ 155,707	\$ 155,707	
SALARIES-OVERTIME	9,597	21,103	7,818	12,500	12,000	12,000	12,500	12,500	12,500	
SALARIES-PART TIME	14,192	25,157	12,557	21,426	29,945	29,945	28,000	29,945	24,676	
CARES ACT-POLL WORKER BONUS	0	21,000	0	0	0	0	0	0	0	
FICA 6.2%	10,304	13,784	10,023	7,263	12,416	12,416	12,416	12,285	12,285	
LOC. GOV. EMP. RETIREMENT	13,111	16,635	17,065	11,425	20,693	20,693	20,693	21,665	21,665	
HOSPITALIZATION-EMPLOYEE	18,959	19,255	19,570	12,058	22,002	22,002	22,002	21,060	21,588	
MEDICARE 1.45%	2,410	3,224	2,344	1,699	2,904	2,904	2,904	2,873	2,873	
LIFE INSURANCE-EMPLOYEE	79	87	85	45	90	90	90	90	90	
WORKERS COMPENSATION INSURANCE	453	439	417	220	382	382	382	277	277	
401(K) EMPLOYER CONTRIBUTION	3,090	3,245	2,986	1,882	3,406	3,406	3,406	3,364	3,364	
PROFESSIONAL SERVICE-LEGAL	2,380	0	0	0	2,500	2,500	0	0	0	
ELECTION WORKERS/POLL HOLDERS	57,467	13,089	24,792	19,161	32,900	32,900	19,161	61,100	27,125	
OFFICE SUPPLIES	7,901	5,391	6,457	8,163	7,000	7,000	8,500	8,500	8,500	
COVID 19 SUPPLIES-GRANT	0	3,003	0	0	0	0	0		0	
ELECTION DAY VOTING COVID COST	0	10,000	0	0	0	0	0		0	
PROFESSIONAL DEVELOPMENT	13,004	4,565	4,026	6,756	15,000	15,000	12,000	20,000	18,000	
TRAVEL-FUEL	262	84	527	0	200	200	200	600	600	
TELEPHONE	6,169	5,013	4,819	2,538	5,568	5,568	5,568	5,256	5,256	
POSTAGE	523	-41	643	0	1,000	1,000	1,000	1,000	1,000	
PRINTING	15,444	12,357	9,751	7,092	11,845	11,845	11,500	16,015	16,015	
MAINT/REPAIR-EQUIPMENT	95	150	0	0	0	0	0	0	0	
COMPUTER SOFTWARE/SUPPORT	40,021	30,883	11,238	40,041	40,659	40,659	41,000	51,250	48,250	
LEGAL ADVERTISING	4,574	1,433	2,631	1,282	4,100	4,100	3,000	5,700	5,700	
EQUIPMENT PURCHASE	2,138	6,026	8,220	0	6,000	6,000	6,000	12,000	8,000	
EQUIPMENT-COVID-19	0	19,881	0	0	0	0		0	0	
RENT-OFFICE SPACE	5,935	1,270	4,570	3,545	4,000	4,000	3,545	7,780	5,630	
RENTAL EQUIPMENT	3,998	1,634	2,125	1,383	1,200	1,200	1,400	3,000	3,000	
CONTRACT SERVICES	4,979	5,543	6,302	3,775	6,684	6,684	6,684	6,744	6,744	
DUES & SUBSCRIPTIONS	435	410	310	0	440	440	300	440	440	
<b>TOTALS</b>	<b>\$ 373,760</b>	<b>\$ 390,776</b>	<b>\$ 306,546</b>	<b>\$ 246,462</b>	<b>\$ 401,250</b>	<b>\$ 401,250</b>	<b>\$ 380,567</b>	<b>\$ 459,151</b>	<b>\$ 409,285</b>	<b>\$ -</b>

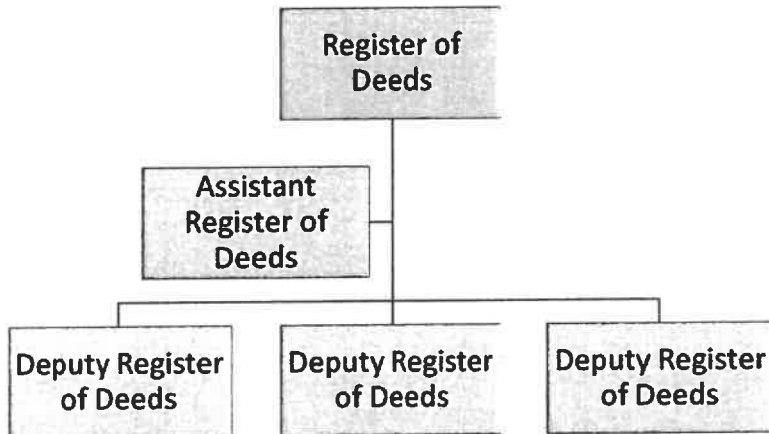
# REGISTER OF DEEDS OFFICE

The Register of Deeds Office is the official custodian of all records presented to the office for recording. The scope of records encompasses all real estate, vital records, military discharges, and notary publics. The office compiles and maintains an index of recorded instruments for inspection. Staff members are responsible for issuing certified and non-certified copies of all instruments contained in the office, such as birth, delayed birth, death, marriage, military discharge, and real estate records. Staff assist the general public in locating such records and helps them navigate the online system. Other responsibilities include administering the oath of office to Beaufort County Notary Publics as well as issuance of marriage licenses. Employees are cross-trained to complete the four (4) major jobs performed each day with each having individual tasks assigned. All policies, procedures, and fees for this office are governed by a number of North Carolina General Statutes.

**Carolyn L. Garris, Register of Deeds**

Beaufort Co. Register of Deeds,  
 Beaufort Co. Courthouse  
 Rm. 101, 112 East Second St  
 Post Office Box 514  
 Washington, North Carolina 27889

Phone: (252) 946-2323  
 Fax: (252) 976-7938  
 Email: [carolyn.garris@beaufortcountync.gov](mailto:carolyn.garris@beaufortcountync.gov)



### FULL-TIME POSITIONS AUTHORIZED

FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
5	5	5	5	

REGISTER OF DEEDS	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ 232,037	\$ 235,596	\$ 235,596	\$ 219,640	\$ -
Benefits	\$ 88,374	\$ 92,852	\$ 92,852	\$ 90,351	\$ -
Operating	\$ 96,730	\$ 121,225	\$ 148,454	\$ 138,350	\$ -
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals</b>	<b>\$ 417,141</b>	<b>\$ 449,673</b>	<b>\$ 476,902</b>	<b>\$ 448,841</b>	<b>\$ -</b>

**REGISTER OF DEEDS**

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
				ACTUALS	BUDGET	BUDGET				
SALARIES	\$ 201,756	\$ 205,436	\$ 231,912	\$ 148,804	\$ 235,396	\$ 235,396	\$ 245,638	\$ 219,440	\$ 219,440	
SALARIES-OVERTIME	192	275	125	115	200	200	164	200	200	
R.O.D.-SUPP. RET.- GS 161-50.2	3,871	4,538	4,683	2,024	4,100	4,100	3,776	4,100	4,500	
FICA 6.2%	11,716	11,693	13,596	8,840	14,607	14,607	14,577	13,618	13,618	
LOC. GOV. EMP. RETIREMENT	18,194	21,094	25,831	18,079	28,625	28,625	29,840	28,290	28,290	
HOSPITALIZATION-EMPLOYEE	31,599	30,534	35,724	22,046	36,670	36,670	35,935	35,100	35,980	
MEDICARE 1.45%	2,743	2,801	3,180	2,067	3,416	3,416	3,409	3,185	3,185	
LIFE INSURANCE-EMPLOYEE	132	133	149	85	150	150	135	150	150	
WORKERS COMPENSATION INSURANCE	756	732	695	186	572	572	186	235	235	
401(K) EMPLOYER CONTRIBUTION	4,039	4,114	4,516	2,978	4,712	4,712	4,200	4,393	4,393	
PROFESSIONAL SERVICES	-	-	-	4,950	-	10,000	10,000	10,000	10,000	
OFFICE SUPPLIES	11,425	13,149	13,335	15,307	17,000	17,000	17,000	17,000	17,000	
PROFESSIONAL DEVELOPMENT	814	325	1,780	1,172	3,000	3,000	3,000	3,000	3,500	
TELEPHONE	1,797	2,139	2,478	1,011	2,500	2,500	2,500	2,500	2,500	
POSTAGE	112	163	122	56	150	150	100	100	100	
RECORDS MANAGEMENT-MICROFILM	2,161	1,724	1,873	621	2,000	2,000	2,000	2,000	2,000	
AUTOMATION/RESTORATION 10%	21,960	4,015	24,235	8,274	27,750	33,950	10,000	23,950	23,950	
MAINT/REPAIR-EQUIPMENT	-	210	770	-	750	750	750	800	800	
COMPUTER SOFTWARE/SUPPORT	24,099	24,756	31,647	30,674	32,750	32,750	32,750	32,750	32,750	
EQUIPMENT PURCHASE	6,401	-	5,542	3,169	5,000	7,629	7,629	7,500	7,500	
EQUIPMENT PURCHASE-AUTOMATION	6,766	-	-	-	15,000	15,000	15,000	15,000	15,000	
CONTRACT SERVICES	15,579	12,787	14,623	18,811	15,000	23,400	23,400	23,400	23,400	
DUES & SUBSCRIPTIONS	325	325	325	325	325	325	325	350	350	
CAPITAL OUTLAY-EQUIPMENT	-	-	-	28	-	-	-	-	-	
<b>TOTALS</b>	<b>\$ 366,436</b>	<b>\$ 340,943</b>	<b>\$ 417,141</b>	<b>\$ 289,623</b>	<b>\$ 449,673</b>	<b>\$ 476,902</b>	<b>\$ 462,314</b>	<b>\$ 447,061</b>	<b>\$ 448,841</b>	<b>\$ -</b>

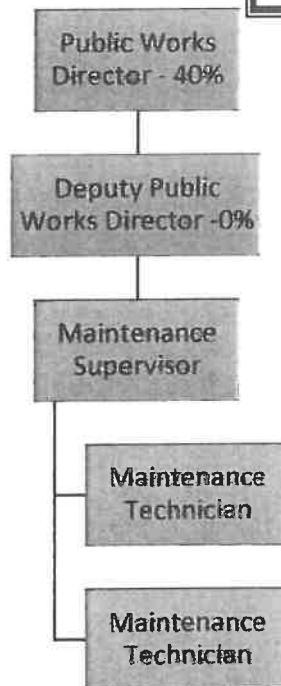
## FACILITIES MAINTENANCE

The Facilities Maintenance Division of the Public Works Department is responsible for planning, management, and performance of maintenance and improvement activities for nineteen County owned properties. It is the goal of the personnel to provide a safe, clean working environment for County employees, and clean, welcoming facilities and grounds for all Beaufort County residents and visitors. Three full-time county employees and various independent contractors are utilized to achieve this goal.

Christina Smith, Public Works Director  
 West Overman, Deputy Public Works Director  
 Todd Taylor, Maintenance Supervisor

Maintenance Shop  
 123 West 3<sup>rd</sup> Street  
 Washington, North Carolina 27889

Phone: (252) 946-9624  
 E-mail: [todd.taylor@beaufortcountync.gov](mailto:todd.taylor@beaufortcountync.gov)



### FULL-TIME POSITIONS AUTHORIZED

FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
3	3	3	3	

PUBLIC BUILDINGS	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ 71,653	\$ 198,961	\$ 198,961	\$ 198,677	\$ -
Benefits	\$ 60,844	\$ 69,323	\$ 68,969	\$ 70,338	\$ -
Operating	\$ 963,198	\$ 1,255,065	\$ 1,221,957	\$ 1,201,189	\$ -
Capital	\$ 87,849	\$ 40,000	\$ 273,960	\$ 75,000	\$ -
<b>Totals</b>	<b>\$ 1,383,546</b>	<b>\$ 1,563,349</b>	<b>\$ 1,763,847</b>	<b>\$ 1,545,204</b>	<b>\$ -</b>

**PUBLIC BUILDINGS**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
SALARIES	\$ 133,832	\$ 122,732	\$ 159,096	\$ 98,021	\$ 175,261	\$ 175,261	\$ 174,460	\$ 174,977	\$ 174,977	
SALARIES-OVERTIME	9,010	17,076	11,302	5,307	14,000	14,000	11,000	14,000	14,000	
SALARIES-PART TIME	11,256	12,398	1,256	-	9,700	9,700	3,000	9,700	9,700	
FICA 6.2%	9,291	9,043	10,281	6,205	12,335	12,335	11,614	12,318	12,318	
LOC. GOV. EMP. RETIREMENT	12,855	14,158	19,043	12,544	22,995	22,995	22,950	25,590	24,340	
HOSPITALIZATION-EMPLOYEE	16,855	14,924	22,203	14,991	24,936	24,936	23,000	28,080	24,466	
MEDICARE 1.45%	2,173	2,109	2,432	1,451	2,885	2,885	2,735	2,881	2,881	
LIFE INSURANCE-EMPLOYEE	68	68	89	60	102	102	107	120	120	
WORKERS COMPENSATION INSURANCE	3,633	4,192	3,496	1,931	2,285	1,931	1,931	2,433	2,433	
401(K) EMPLOYER CONTRIBUTION	2,465	2,789	3,301	2,067	3,785	3,785	3,715	3,974	3,780	
ENGINEERING	4,724	6,976	1,400	10,550	13,000	25,650	12,000	40,000	5,000	
JANITORIAL SUPPLIES	23,757	24,779	25,740	26,862	27,500	27,500	28,000	30,250	30,250	
UNIFORMS	330	1,048	1,777	459	1,500	1,500	1,300	1,500	1,500	
OFFICE SUPPLIES	954	104	186	88	500	500	500	500	500	
SUPPLIES - SMALL TOOLS	1,193	2,411	5,604	3,689	5,300	5,759	5,759	5,300	5,300	
PROFESSIONAL DEVELOPMENT	1,149	760	984	993	4,000	4,000	2,500	4,000	4,000	
TRAVEL-FUEL	1,487	1,308	1,759	962	4,200	4,200	3,000	3,600	3,600	
TELEPHONE	2,405	2,544	2,855	1,633	3,150	3,150	2,900	3,150	3,150	
POSTAGE	60	-	-	-	25	25	-	25	25	
UTILITIES-COURTHOUSE (50% General Fund)	98,799	93,613	117,495	80,728	123,986	123,986	130,000	133,900	133,900	
UTILITIES-AG.BLDING (C. ANNEX)	12,962	14,365	14,894	8,913	17,381	17,381	16,630	17,129	17,129	
UTILITIES-OLD JAIL	9,163	8,830	8,526	3,645	9,218	9,218	5,600	5,768	5,768	
UTILITIES-OAKLAND BLDG.	22,813	23,646	24,960	16,150	26,471	26,471	25,600	26,368	26,368	
UTILITIES-ADMIN.BUILDING	9,266	9,070	12,210	7,865	14,806	14,806	13,620	14,029	14,029	
UTILITIES-SEABOARD BLDG.	44,839	35,545	42,870	27,385	46,865	46,865	46,310	47,699	47,699	
UTILITIES-AURORA SENIOR CENTER	1,384	1,382	1,523	960	1,648	1,648	1,630	1,679	1,679	
UTILITIES-TIDELAND BUILDING	82,869	80,477	87,041	55,565	92,958	92,958	95,370	98,231	98,231	
UTILITIES-FARM SERVICES BLDG	25,445	24,543	29,393	19,096	27,475	27,475	33,180	34,175	34,175	
UTILITIES-MAINT.BUILDING	4,929	4,874	2,969	419	750	750	715	736	736	
UTILITIES-EMERGENCY MGT	6,339	5,827	6,062	4,006	6,438	6,438	6,735	6,937	6,937	
UTILITIES-FINANCIAL SERVICES	12,683	14,161	15,577	10,452	15,681	15,681	17,510	18,035	18,035	
UTILITIES-HORNE BUILDING	6,884	6,378	6,369	3,968	6,850	6,850	6,760	6,963	6,963	
UTILITIES-BATH COMMUNITY EMS	-	-	1,468	2,875	1,900	1,900	5,000	5,150	5,150	
MAINT/REPAIR-BUILDINGS	331,254	415,924	256,945	267,718	464,200	419,807	400,354	391,790	391,790	
COMPUTER SOFTWARE/SUPPORT	864	-	1,115	-	1,000	1,000	922	1,000	1,000	
EQUIPMENT PURCHASE	4,190	1,322	8,399	2,500	13,856	12,032	12,000	13,275	13,275	
CONTRACT SERVICES	338,419	312,971	285,078	320,083	324,407	324,407	312,800	340,000	325,000	
CAPITAL OUTLAY-EQUIPMENT	73,238	11,627	-	44,824	40,000	44,824	41,302	-	-	
CAPITAL OUTLAY - BUILDINGS	16,250	242,164	187,849	216,172	-	229,136	229,136	75,000	75,000	
<b>TOTAL</b>	<b>\$ 1,340,089</b>	<b>\$ 1,546,136</b>	<b>\$ 1,383,546</b>	<b>\$ 1,281,136</b>	<b>\$ 1,563,349</b>	<b>\$ 1,763,847</b>	<b>\$ 1,711,645</b>	<b>\$ 1,600,262</b>	<b>\$ 1,545,204</b>	<b>\$ -</b>

## DEBT SERVICE SUMMARY

### GENERAL FUND

- **Beaufort County strictly adheres to the requirements set forth by the Local Government Bond Act (G.S. Chapter 159). G.S. 159-55 provides that the net General Obligation debt of the County not exceed 8 percent of the appraised value of property subject to taxation. As of the most recent audited financial statements dated June 30, 2022 the County had a legal debt margin of \$477,755,418.**

Percentage of tax supported debt to Appraised Value of Property is .15%  
 Total G/F Debt per Capita as of June 30, 2023   **\$277**  
 G/F GO Debt per Capita as of June 30, 2023    **\$169**

- **The County currently holds a rating of Aa3 from Moody's and a AA- from Standard and Poor's.**

The following table shows the budgeted principal and interest payments for fiscal year 2023-2024 for the General Fund.

<b>Category of Debt</b>	<b>Principal</b>	<b>Interest</b>
BCCC Allied Health Building	205,802	46,330
Energy Savings Equipment Installment Purchase Contracts	205,000	12,378
3rd Street Building Installment Purchase Contract	15,805	4,241
2021 GO Refunding 2021A	1,219,000	60,120
2021 GO Refunding 2021B	462,000	19,040
17/18 Capital Imp. Installment Financing	352,595	18,945
<b>Total G/F Debt Service 2023-2024</b>	<b>\$2,460,202</b>	<b>\$161,054</b>

## DEBT SERVICE REQUIRMENTS – GENERAL FUND

### Debt Service Requirements

Issue Year	Final Pay Date	Debt Description	Actual Fiscal Year 2022-2023	Budget Fiscal Year 2023-2024	Budget Fiscal Year 2024-2025	Interest Rate	Type
Nov 2015	Aug 2026	Installment Purchase – 2015 Energy Contract	211,653	217,378	223,007	2.132%	Installment
May 2013	June 2043	USDA Installment Purchase – Health Bldg.	252,133	252,133	252,133	3.5%	Installment
Nov 2014	Oct 2029	Installment Purchase – 117 W. 3 <sup>rd</sup> Street Bldg.	20,047	20,047	20,047	4%	Installment
May 2018	Apr 2028	Installment Purchase – Major Capital	371,541	371,540	371,540	1.2%	Installment
Jun 2021	Nov 2027	Taxable Refunding GO Bonds Series 2021A	1,326,576	1,279,120	1,233,045	1.17%	GO Bond
Jun 2021	Nov 2026	Taxable Refunding GO Bonds Series 2021B	498,797	481,040	464,425	1.23%	GO Bond
		<b>Total Payments by Fiscal Year</b>	<b>\$ 2,680,747</b>	<b>\$ 2,621,258</b>	<b>\$2,564,197</b>		

**DEBT SERVICE**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 3/27/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
519101 DEBT ISSUANCE EXPENSE	\$ -	\$ 80,094	\$ -							\$ -
571001 PRINCIPAL-BCCC	82,280	79,674	198,691	167,592	201,469	201,469	201,469	205,802	205,802	
571012 PRINCIPAL-2006 SCHOOL BOND \$9	-	-	-	-	-	-	-	-	-	-
571013 PRINCIPAL-2008 SCHOOL BOND \$7	-	-	-	-	-	-	-	-	-	-
571018 PRINCIPAL-ENERGY STUDY	167,000	176,000	185,000	161,000	195,000	195,000	195,000	205,000	205,000	
571024 PRINCIPAL-117 W 3RD ST BLDG	13,441	13,996	14,570	11,325	15,177	15,177	15,177	15,805	15,805	
571025 PRINCIPAL-2012 REFUNDING	820,000	800,000	800,000	-	-	-	-	-	-	-
571026 PRINCIPAL-2015 REFUNDING	484,000	477,000	-	-	-	-	-	-	-	-
571028 PRINCIPAL-2017 REFIN-08 SCHOOL	377,000	373,000	370,000	-	-	-	-	-	-	-
571030 PRINCIPAL-FY 17/18 CAPITAL	-	-	-	290,044	348,402	348,402	348,402	352,595	352,595	
571031 PRINCIPAL - 2021 GO REFUNDING 2021A	-	-	67,000	1,252,000	1,252,000	1,252,000	1,252,000	1,219,000	1,219,000	
571032 PRINCIPAL - 2021 GO REFUNDING 2021B	-	-	487,000	474,000	474,000	474,000	474,000	462,000	462,000	
572001 INTEREST-BCCC	98,738	96,045	53,442	42,518	50,664	50,664	50,664	46,330	46,330	
572012 INTEREST-2006 SCHOOL BOND \$9	-	-	-	-	-	-	-	-	-	-
572013 INTEREST-2008 SCHOOL BOND \$7	-	-	-	-	-	-	-	-	-	-
572018 INTEREST-ENERGY STUDY	28,281	24,604	20,734	14,162	16,653	16,653	16,653	12,378	12,378	
572024 INTEREST-117 W 3RD ST BLDG	6,606	6,048	5,477	3,710	4,870	4,870	4,870	4,241	4,241	
572025 INTEREST-2012 REFUNDING	251,750	235,350	40,000	-	-	-	-	-	-	-
572026 INTEREST-2015 REFUNDING	73,767	63,436	-	-	-	-	-	-	-	-
572028 INTEREST-2017 REF. 08 SCHOOL	71,972	63,603	8,214	-	-	-	-	-	-	-
572030 INTEREST-FY 17/18 CAPITAL	35,422	31,377	27,282	19,572	23,139	23,139	23,139	18,945	18,945	
572031 INTEREST - 2021 REFUNDING 2021A	-	-	88,448	40,950	74,576	74,576	74,576	60,120	60,120	
572032 INTEREST - 2021 REFUNDING 2021B	-	-	27,898	13,856	24,797	24,797	24,797	19,040	19,040	
599996 PMT TO ESCROW - DEF	-	9,726,970	-	-	-	-	-	-	-	-
<b>DEBT SEI TOTALS</b>	<b>\$ 2,510,257</b>	<b>\$ 12,247,197</b>	<b>\$ 2,393,756</b>	<b>\$ 2,490,729</b>	<b>\$ 2,680,747</b>	<b>\$ 2,680,747</b>	<b>\$ 2,680,747</b>	<b>\$ 2,621,256</b>	<b>\$ 2,621,256</b>	<b>\$ -</b>

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## NON-DEPARTMENTAL

The Non-Departmental cost center accounts for expenditures within the General Fund that apply to all departments and that cannot be easily attributed to a specific division.

NON-DEPARTMENTAL	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
State Unemployment Insurance	\$ 17,922	\$ 18,000	\$ 18,000	\$ 18,000	\$ -
FLSA Law Impact	\$ 2,933	\$ 5,000	\$ 40,900	\$ 5,000	\$ -
Employee Health and Copays	\$ 1,630	\$ -	\$ -	\$ 9,000	\$ -
Employee Assistance Program	\$ 5,031	\$ 6,642	\$ 6,642	\$ 6,642	\$ -
Employee Luncheon	\$ -	\$ 8,000	\$ 8,000	\$ 8,000	\$ -
CARES PROVIDER RE	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay-GASB 87	\$ 5,507	\$ -	\$ -	\$ -	\$ -
Covid-19 Supplies	\$ 87,965	\$ 50,000	\$ 50,000	\$ -	\$ -
Postage	\$ 36,287	\$ 45,000	\$ 45,000	\$ 50,000	\$ -
IT Software and Support	\$ 253,295	\$ 233,495	\$ 303,009	\$ 315,000	\$ -
Equipment Purchase	\$ -	\$ -	\$ 1,023	\$ -	\$ -
Insurance and Bonds	\$ 338,177	\$ 412,350	\$ 412,350	\$ 492,000	\$ -
Capital Outlay	\$ 8,258	\$ 100,000	\$ 54,053	\$ 100,000	\$ -
Metal Building	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals</b>	<b>\$ 757,005</b>	<b>\$ 878,487</b>	<b>\$ 938,977</b>	<b>\$ 1,003,642</b>	<b>\$ -</b>

**NON-DEPARTMENTAL**

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
UNEMPLOYMENT INS-NON-DEPAR	\$ 8,006	\$ 11,167	\$ 17,922	\$ 2,488	\$ 18,000	\$ 18,000	\$ 2,488	\$ 10,000	\$ 18,000	
FLSA LAW IMPACT	5,160	2,863	2,933	-	5,000	40,900	45,900	5,000	5,000	
EMPLOYEE HEALTH AND COPAYS	-	-	1,630	1,580	-	-	2,800	4,000	9,000	
EMPLOYEE ASSISTANCE PROGRAM	6,138	6,138	5,031	6,138	6,642	6,642	6,642	6,642	6,642	
CAPITAL OUTLAY-GASB 87			5,507	-			-	-	-	
APPRECIATION LUNCHEON-EMP.	5,367	5,150	-	5,869	8,000	8,000	5,869	8,000	8,000	
CARES PROVIDER RE	-	20,345	-	-	-	-	-	-	-	
COVID-19 SUPPLIES-FEMA	82,043	77,334	87,965	-	50,000	50,000	-	-	-	
POSTAGE	30,191	35,596	36,287	29,891	45,000	45,000	46,000	50,000	50,000	
IT-COMPUTER SOFTWARE/SUPPOR	201,777	163,393	253,295	278,926	233,495	303,009	303,009	300,000	315,000	
BROAD BAND ENG. STUDY	50,000	-	-	-	-	-	-	-	-	
EQUIPMENT PURCHASE	-	-	-	1,023	-	1,023	1,023	-	-	
INSURANCE AND BONDS	178,408	220,743	338,177	375,844	412,350	412,350	412,350	485,000	492,000	
CAPITAL OUTLAY-EQUIPMENT	57,276	69,227	8,258	-	100,000	54,053	45,000	100,000	100,000	
CAPITAL OUTLAY - BUILDINGS	-	69,651	-	-	-	-	-	-	-	
HURRICANE DORIAN EXPENSE	13,638	-	-	-	-	-	-	-	-	
<b>TOTALS</b>	<b>\$ 638,004</b>	<b>\$ 681,608</b>	<b>\$ 757,005</b>	<b>\$ 701,759</b>	<b>\$ 878,487</b>	<b>\$ 938,977</b>	<b>\$ 871,081</b>	<b>\$ 968,642</b>	<b>\$ 1,003,642</b>	<b>\$ -</b>

## TRANSFERS TO OTHER FUNDS

Certain governmental activities are accounted for in funds other than the General Fund because of statutory requirements or because of the need for multi-year accounting. This category records transfers/contributions to these funds from the County's General Fund.

Transfer to the Tax Revaluation Fund - Annual required contribution to set aside funds for tax revaluation.

Transfer to the Economic Development Fund - This fund is used to account for specific funds associated with economic development such as the Airport Tax Grant with the City of Washington and for the recruitment of industries to Beaufort County. Appropriations are made annually for the Tax Grant and as needed for recruitment opportunities. A contribution of \$45,000 is needed for FY 23/24 for the Airport Tax Grant with the City of Washington.

Transfer to Capital Reserve Fund – This fund is used to account for transfers to the Capital Reserve for future capital purchases.

Transfer to Special Revenue Fund (Beaufort Promise) – This fund is used to reimburse the college for scholarships awarded to Beaufort County residents attending BCCC.

Transfer to the Facility Improvements Capital Project Fund – This fund is used to accumulate dollars for facility improvements. A county-wide facility study was completed in 2017 that identified \$28,467,221 in needed improvements over the next 20 years which is an average of \$1,423,361 per year.

Transfer to WC Reserve Fund – This fund is used to account for payments received from the General Fund and Water Fund that are then used to pay workers' compensation claims.

Transfer to Fund 341 – This fund is used to account for specific funds for Wright's Creek improvements.

TRANSFERS TO OTHER FUNDS	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
To the Revaluation Fund	\$ 380,465	\$ 162,050	\$ 162,050	\$ 161,759	\$ -
To the Economic Development Fund	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ -
To the Facility Improvements Capital Project Fund	\$ 575,000	\$ 603,275	\$ 6,227,560	\$ 605,620	\$ -
To the Capital Reserve Fund	\$ 55,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -
To Special Revenue Fund (Beaufort Promise)	\$ -	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -
To E911 Fund	\$ 10,000	\$ -	\$ -	\$ -	\$ -
To WC Reserve Fund	\$ 5,128,034	\$ 746,000	\$ 746,000	\$ 200,000	\$ -
Transfer to Fund 341	\$ 249,895	\$ -	\$ 307,582	\$ -	\$ -
<b>Totals</b>	<b>\$ 6,443,394</b>	<b>\$ 2,586,325</b>	<b>\$ 8,518,192</b>	<b>\$ 1,042,379</b>	<b>\$ -</b>

**TRANSFER TO OTHER FUNDS**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
TO REVALUATION FUND	\$ 162,050	\$ 162,050	\$ 380,465	\$ 162,050	\$ 162,050	\$ 162,050	\$ 162,050	\$ 161,759	\$ 161,759	
TRANSFER TO FUND 11 EDC	80,000	80,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	
TRANSFER TO FAC/CAP IMPR FUND	575,000	329,350	575,000	603,275	603,275	6,227,560	6,227,560	605,620	605,620	
TRANSFER TO FUND 27 CAP RESERV	55,000	55,000	55,000	30,000	30,000	30,000	30,000	30,000	30,000	
TRANSFER TO SPECIAL REVENUE FD	-	-	10,000	1,000,000	1,000,000	1,000,000	1,000,000	-	-	
TRANSFER TO FUND 146	785,710	-	-	-	-	-	-	-	-	
TRANSFER TO IMPROVEMENT CPF	245,650	-	-	-	-	-	-	-	-	
TRANSFER TO FUND 180	-	-	5,128,034	-	-	-	-	-	-	
TRANSFER TO WORKER'S COMP FUND	-	-	-	746,000	746,000	746,000	746,000	200,000	200,000	
TRANSFER TO FUND 341	-	-	249,895	-	-	307,582	307,582	-	-	
<b>TOTAL</b>	<b>\$ 1,903,410</b>	<b>\$ 626,400</b>	<b>\$ 6,443,394</b>	<b>\$ 2,586,325</b>	<b>\$ 2,586,325</b>	<b>\$ 8,518,192</b>	<b>\$ 8,518,192</b>	<b>\$ 1,042,379</b>	<b>\$ 1,042,379</b>	<b>\$ -</b>

## CONTINGENCY

The General Fund Contingency appropriation allows for unexpected needs that change departmental, function or program budgets. The movement of funds to a department or program requires a Board approved budget ordinance amendment. North Carolina General Statute (N.C.G.S. 159-13(b)(3)) restricts the “contingencies” to 5% of all other appropriations in the fund, or approximately \$3,475,879 based on the recommended budget. The amount recommended for contingency in FY 2023-2024 is below the limit.

CONTINGENCY	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	\$ -	\$ 78,882	\$ 21,239	\$ 100,000	\$ -
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals</b>	<b>\$ -</b>	<b>\$ 78,882</b>	<b>\$ 21,239</b>	<b>\$ 100,000</b>	<b>\$ -</b>

**CONTINGENCY**

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APRPROVED
				ACTUALS	BUDGET	BUDGET				
CONTINGENCY	\$ -	\$ -	\$ -	\$ -	\$ 78,882	\$ 21,239	\$ 21,239	\$ 100,000	\$ 100,000	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ 78,882	\$ 21,239	\$ 21,239	\$ 100,000	\$ 100,000	\$ -

## **DEPARTMENT OF SOCIAL SERVICES**

The Beaufort County Department of Social Services is one of 100 county administered social service agencies. It's enabling authority lies within NCGS §108A-25, and related statutes. The agency is mandated to provide an array of human supportive services that are authorized and funded, in part, by federal and state legislatures. Social service programs enable economically disadvantaged families to meet basic survival needs and provide opportunities for families to gain self-sufficiency through employment. Other DSS programs focus on the protection, prevention, and remediation of abuse, neglect, dependency, and/or exploitation of children and adults.

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The Department has faced many challenges over the last three years due to the COVID-19 pandemic, including changes to many of the programs that we administer. There are still many waivers in place for Food and Nutrition Services, Medicaid, and other public assistance programs. The COVID-19 Public Health Emergency (PHE,) that has been in place for three years, will end on May 11<sup>th</sup>, 2023. The end of the above waivers will occur, either by the end of March 2023, or by the end of the month, following the month of the end of the Public Health Emergency, depending on the program.

The Consolidated Appropriations Act, signed into law on December 29, 2022, de-linked continuing Medicaid eligibility and Food and Nutrition Emergency Allotments (supplements) from the Public Health Emergency. We are required to begin Medicaid recertifications for possible terminations or reductions beginning April 1, 2023, for cases with a certification period ending in June 2023. At the beginning of the pandemic there were approximately 12,000 individuals receiving Medicaid in Beaufort County and as of January 31, 2023, there were approximately 15,000 Medicaid beneficiaries. It is anticipated that some of the current beneficiaries will no longer be eligible to receive Medicaid once their recertification is complete. The Federal Centers for Medicaid and Medicare Services (CMS) has given states 12 months to work the recertifications due to the number of reviews DSS staff will need to complete.

The Consolidated Appropriations Act also ended the emergency allotments (supplements) for the Food and Nutrition program, effective February 28<sup>th</sup>, 2023. As such, the last month beneficiaries received the additional supplements was February 2023. Beginning March 2023, benefits will be based on pre-pandemic amounts and on the beneficiary's individual circumstances.

During the 2021/2022 legislative session, the North Carolina General Assembly agreed to hold a Joint Legislative Oversight Committee on Medicaid Expansion to study the possible expansion of the Medicaid program. The committee met for the first time the end of February 2022, and the first of March 2022, to hear from stakeholders and discuss the possible processes and impact of Medicaid Expansion.

On February 8th, 2023, House Bill 76 was filed in the North Carolina House of Representatives to expand Medicaid in North Carolina. On March 3rd, 2023, it was announced that the leaders of the North Carolina General Assembly had agreed to Medicaid Expansion.

House Bill 76 has the expansion taking effect on January 1, 2024. The NC DHHS/Division of Health Benefits and the North Carolina Association of County Directors of Social Services (NCACDSS) provided a template for counties to use to project estimated growth for each county and an estimate of county costs. The estimated growth for Beaufort County would be 21% and the estimated county cost for expanding Medicaid in Beaufort County, at the current reimbursement rate of 75%, is \$217,000, for additional staff and equipment.

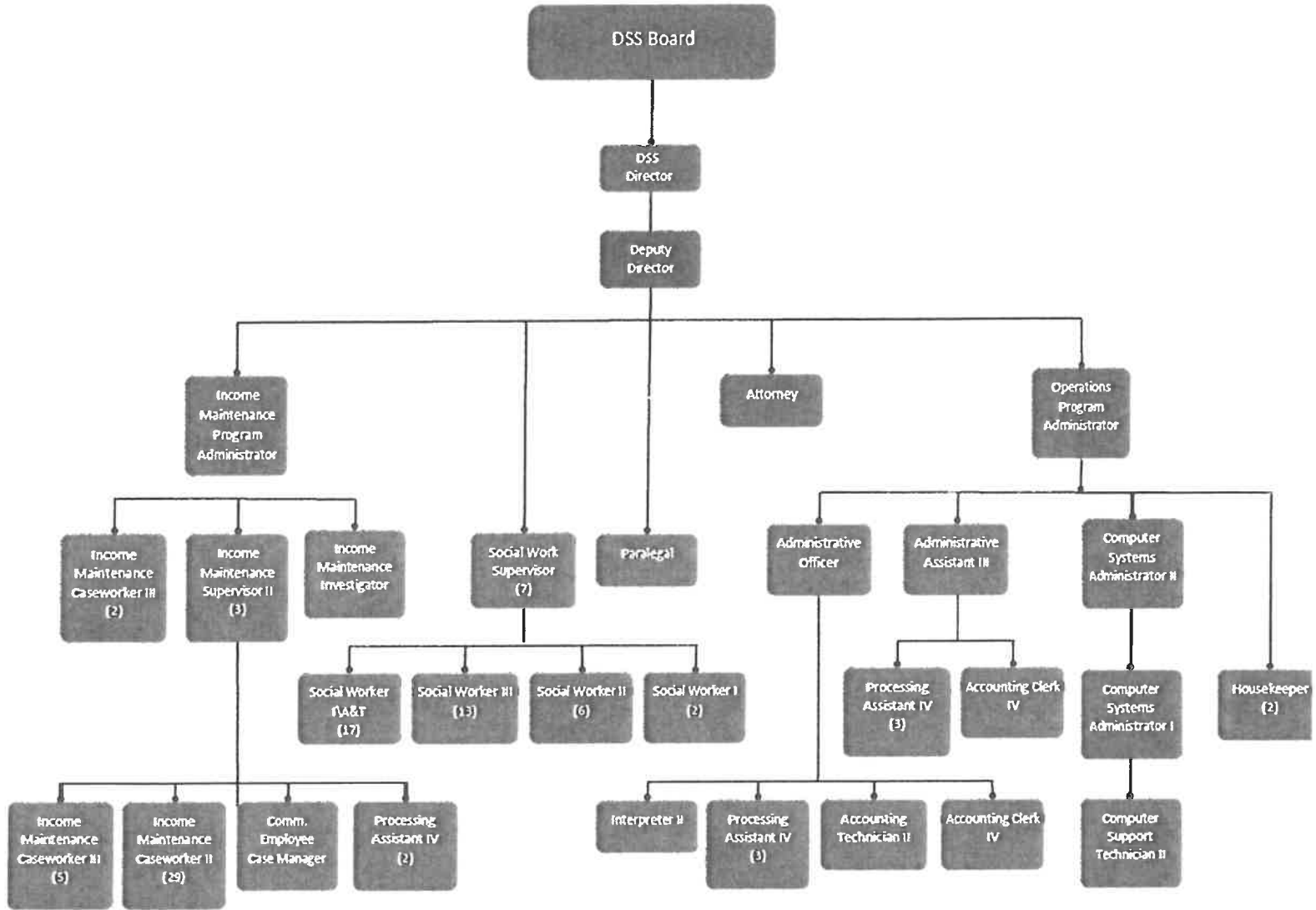
However, House Bill 76 includes funding at a **100% reimbursement rate** to counties to determine, and re-determine, Medicaid eligibility associated with expansion beginning with FY '24. The bill includes funding for counties up to \$20 million in FY '24, \$29.6 million in FY '25, and \$31.2 million in FY '26, for ongoing costs to determine Medicaid eligibility of the additional participants. Our department will continue to follow the developments closely. **At this time, based on current information, we will be requesting 4 additional Income Maintenance Caseworkers to meet the demand of the increase in Medicaid cases.**

As stated during the Board of Commissioners budget retreat on January 26, 2023, there will be several programs where there will be less revenues due to changes in laws and the expiration of “gap” or “bridge” funding that NC DHHS has provided for the last two years.

The total proposed DSS budget for the 2023-2024 fiscal year is \$12,579,865. The county portion of the total budget is \$5,380,569, which represents 42.8% of the total proposed budget of \$12,549,865. The remainder of the Department’s budget is funded by billable services and State and Federal reimbursement of \$7,169,296.

<b>SOCIAL SERVICES</b>	<b>FY 21-22 Actual</b>	<b>FY 22-23 Original</b>	<b>FY 22-23 Amended</b>	<b>FY 23-24 Recommended</b>	<b>FY 23-24 Approved</b>
Personnel	\$ 5,085,974	\$ 5,502,509	\$ 5,502,509	\$ 5,411,607	\$ -
Benefits	\$ 1,829,254	\$ 2,077,364	\$ 2,077,364	\$ 2,089,504	\$ -
Operating	\$ 5,152,850	\$ 5,197,671	\$ 5,405,874	\$ 5,078,754	\$ -
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals</b>	<b>\$ 12,068,078</b>	<b>\$ 12,777,544</b>	<b>\$ 12,985,747</b>	<b>\$ 12,579,865</b>	<b>\$ -</b>

# 2023 DSS ORGANIZATIONAL CHART



FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24 Recommended
115	115	115	111*	111

Pursuant to North Carolina House Bill 630/Rylan’s Law passed in 2017, county Departments of Social Services are required to enter into a Memorandum of Understanding (MOU) with the North Carolina Department of Health and Human Services (NC DHHS.) The MOU sets certain performance measures that local DSS’s must meet. The current MOU covers the period of July 2022 – June 2024.

<b>Beaufort County DSS – Monthly Statistics – 2022-2023</b>								
<b>Mandated Performance Requirements</b>								
		<b>July 2022</b>	<b>Aug 2022</b>	<b>Sept 2022</b>	<b>Oct 2022</b>	<b>Nov 2022</b>	<b>Dec 2022</b>	<b>Jan 2023</b>
<b>Energy Programs</b>								
1	The County will process 95% of Crisis Intervention Program (CIP) applications, with no heat or cooling source, within one (1) business day from the date of application or date all verification is received, whichever is comes first.	92% <i>Unmet</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>
2	The County will process 95% of Crisis Intervention Program (CIP) applications, that have heat or cooling source with a past due or final notice, within two (2) business days from the date of application or date all verification is received, whichever comes first.	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	99% <i>Met</i>	96% <i>Met</i>
<b>Work First</b>								
1	The County will process 95% of Work First applications within 45 days of receipt.	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>
2	The County will process 95% of Work First recertifications within 60 calendar days prior to the last day of the current certification period.	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	75% <i>Unmet</i>
<b>Food and Nutrition Services</b>								
1	The County will process 95% of expedited FNS applications within the timeframe that allows the household to have access to the FNS benefits on or before the 7th calendar day from the date of application.	100% <i>Met</i>	99% <i>Met</i>	100% <i>Met</i>	98% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	99% <i>Met</i>
2	The County will process 95% of regular FNS applications within the timeframe that allows the household to have access to the FNS benefits on or before the 30th calendar day from the date of application.	98% <i>Met</i>	98% <i>Met</i>	97% <i>Met</i>	96% <i>Met</i>	99% <i>Met</i>	99% <i>Met</i>	97% <i>Met</i>
3	The County will ensure that 95% of FNS recertifications are processed on time, each month.	100% <i>Met</i>	100% <i>Met</i>	97% <i>Met</i>	98% <i>Met</i>	99% <i>Met</i>	100% <i>Met</i>	99% <i>Met</i>
<b>Child Welfare - Foster Care</b>								
1	The County will ensure that 95% of all foster youth have a face-to-face visit with the social worker each month.	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	99% <i>Met</i>	100% <i>Met</i>

<b>Adult Protective Services (APS)</b>								
1	The County will complete 85% of APS evaluations involving allegations of abuse or neglect within 30 days of the report.	92% Met	94% Met	100% Met	100% Met	100% Met	100% Met	88% Met
2	The County will complete 85% of APS evaluations involving allegations of exploitation within 45 days of the report.	100% Met	100% Met	100% Met	100% Met	88% Unmet	100% Met	100% Met
<b>Special Assistance (SA)</b>								
1	The County will process 85% of Special Assistance for the Aged (SAA) applications within 45 calendar days of the application date.	n/a	n/a	100% Met	n/a	100% Met	100% Met	100% Met
2	The County will process 85% of Special Assistance for the Disabled (SAD) applications within 60 calendar days of the application date.	100% Met	100% Met	n/a	100% Met	100% Met	100% Met	100% Met
<b>Growth Measures</b>								
		July 2022	Aug 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023
<b>Child Welfare - Foster Care</b>								
1	The County will initiate 95% of all screened-in reports within required time frames.	100% Met	96.30% Met	100% Met	100% Met	100% Met	100% Met	100% Met
2	For all children who were victims of maltreatment during a twelve-month period, no more than 9.1% received a subsequent finding of maltreatment.	11.20% Unmet	10.38% Unmet	8.52% Met	8.61% Met	8.08% Met	9.73% Unmet	8.37% Met
3	The County will provide leadership for ensuring that 40.5% of children who enter foster care in a 12-month period are discharged to permanency within 12 months of entering foster care.	51.11% Met	46.59% Met	45.10% Met	45.26% Met	46.74% Met	46.39% Met	47.31% Met
4	The County will provide leadership for ensuring that of children who enter foster care in a 12-month period who were discharged within 12 months to reunification, kinship care, or guardianship, no more than 8.3% re-enter foster care within 12 months of their discharge.	5.56% Met	5.88% Met	5.41% Met	5.41% Met	4.88% Met	5.41% Met	5.41% Met
5	The County will provide leadership for ensuring that of all children who enter foster care in a 12-month period in the county, the rate of placement moves per 1,000 days of foster care will not exceed 4.1%.	4.61% Unmet	4.17% Unmet	2.26% Met	2.38% Met	3.73% Met	2.57% Met	2.42% Met

**SOCIAL SERVICES - DSS**

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
				ACTUALS	BUDGET	BUDGET				
SALARIES	\$ 4,260,019	\$ 4,463,353	\$ 4,900,158	\$ 2,678,391	\$ 5,366,901	\$ 5,366,901	\$ 4,343,391	\$ 5,310,607	\$ 5,310,607	
SALARIES-OVERTIME	113,445	80,790	138,261	55,963	93,500	93,500	95,937	96,000	96,000	
SALARIES-OVERTIME-COVID	-	10,488	-	-	-	-	-	-	-	
SALARIES-PART TIME	10,969	9,023	-	-	11,390	11,390	-	-	-	
BOARD EXPENSE	3,312	3,363	3,890	2,350	5,000	5,000	4,029	5,000	5,000	
FICA 6.2%	251,265	262,876	292,964	159,789	338,545	338,545	273,925	335,210	335,210	
LOC. GOV. EMP. RETIREMENT	394,010	466,978	562,262	332,001	663,439	663,439	569,144	696,371	696,371	
HOSPITALIZATION-EMPLOYEE	671,102	670,520	751,798	444,361	843,410	843,410	761,761	841,932	841,932	
MEDICARE 1.45%	58,843	61,899	68,516	37,370	79,176	79,176	64,062	78,396	78,396	
LIFE INSURANCE-EMPLOYEE	2,678	2,888	2,998	1,649	3,300	3,300	2,826	3,300	3,300	
WORKERS COMPENSATION INSURANCE	43,864	47,987	41,875	16,687	26,163	26,163	28,607	26,163	26,163	
401(K) EMPLOYER CONTRIBUTION	81,637	85,033	88,741	48,180	109,208	109,208	82,594	108,132	108,132	
PROFESSIONAL SERVICE-LEGAL	23,981	26,745	29,543	19,979	31,000	31,000	31,000	31,000	31,000	
ADMINISTRATIVE SERVICES	19,775	19,014	22,371	18,329	20,000	20,000	20,000	25,000	25,000	
VOLUNTEER RECEPTION	1,443	-	1,442	720	1,500	1,500	1,500	1,500	1,500	
OFFICE SUPPLIES	17,023	15,867	15,764	10,360	22,000	22,000	17,760	22,000	22,000	
DSS MISC.-DONATED FUNDS	3,322	3,378	2,434	4,165	5,500	5,500	5,500	5,500	5,500	
CARES COVID RESPONSE	-	126,476	32,097	-	-	-	-	-	-	
PROFESSIONAL DEVELOPMENT	12,029	7,068	11,358	8,485	30,000	30,000	14,546	30,000	30,000	
TRAVEL-CLIENT TRANSPORTATION	199,944	174,093	182,982	117,036	205,000	205,000	210,000	220,000	220,000	
TELEPHONE	65,704	71,038	67,213	45,812	84,342	84,342	78,535	84,000	84,000	
POSTAGE	23,482	23,027	23,559	20,683	25,000	25,000	25,000	28,000	28,000	
UTILITIES-SOCIAL SERVICES	52,964	61,906	73,003	42,972	73,000	73,000	73,666	78,000	78,000	
PRINTING	300	-	-	-	-	-	-	-	-	
RECORDS MANAGEMENT-MICROFILM	4,930	4,742	5,001	2,670	6,000	6,000	4,577	6,000	6,000	
MAINT/REPAIR-BUILDINGS	19,932	18,616	22,002	13,600	39,560	39,560	39,560	22,000	52,000	
COMPUTER SOFTWARE/SUPPORT	221,666	266,248	230,160	162,250	271,402	271,402	278,143	270,000	270,000	
LEGAL ADVERTISING	5,966	1,771	3,887	1,161	4,500	4,500	1,990	4,500	4,500	
TEMPORARY EMP.SERVICES	69,934	41,890	43,816	50,687	70,000	70,000	86,892	70,000	70,000	
TRAINING/SCHOOL COSTS	28,777	1,816	5,913	4,699	39,000	39,000	8,055	39,000	39,000	
CONTRACT-EBT ISSUANCE	12,169	14,637	16,785	6,229	13,934	13,934	10,678	14,601	14,601	
EQUIPMENT PURCHASE	92,387	98,970	80,400	18,571	87,700	87,700	80,000	86,000	86,000	
RENTAL EQUIPMENT	13,666	11,341	9,104	9,146	12,000	12,000	12,000	12,000	12,000	
DUES & SUBSCRIPTIONS	2,449	1,559	1,609	1,534	3,014	3,014	2,630	3,014	3,014	
BANK SERVICE FEES	4,773	1,257	470	32	3,500	3,500	55	3,500	3,500	
CAPITAL OUTLAY-EQUIPMENT	-	68,677	-	-	-	-	-	-	-	
CARES APS/CPS	-	-	2,649	-	-	-	-	-	-	
ARPA APS EXPENDITURE	-	-	-	4,170	-	17,588	4,170	-	-	
<b>TOTAL</b>	<b>\$ 6,787,760</b>	<b>\$ 7,225,334</b>	<b>\$ 7,735,024</b>	<b>\$ 4,340,032</b>	<b>\$ 8,587,984</b>	<b>\$ 8,605,572</b>	<b>\$ 7,232,533</b>	<b>\$ 8,556,726</b>	<b>\$ 8,586,726</b>	<b>\$ -</b>

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
<b>STATE IN-HOME/AGING SERVICES</b>										
SALARIES (Aging)	\$ 102,105	\$ 81,386	\$ 43,666	\$ 12,882	\$ 25,568	\$ 25,568	\$ 12,882	\$ -	\$ -	
SALARIES-OVERTIME (Aging)	-	-	-	-	150	150	-	-	-	
SALARIES-PART TIME (Aging)	2,689	-	-	-	-	-	-	-	-	
FICA 6.2% (Aging)	6,030	4,667	2,565	752	1,585	1,585	752	-	-	
LOC. GOV. EMP. RETIRE. (Aging)	9,197	8,323	4,840	1,564	3,107	3,107	1,564	-	-	
HOSPITALIZATION-EMP. (Aging)	27,405	19,521	9,755	3,956	7,334	7,334	3,956	-	-	
MEDICARE 1.45% (Aging)	1,410	1,105	600	176	371	371	176	-	-	
LIFE INSURANCE-EMP (Aging)	88	72	39	16	30	30	16	-	-	
WORKERS COMP INS (Aging)	2,173	1,669	1,457	-	1,185	1,185	-	-	-	
401(K) EMPLOYER CONT (Aging)	2,042	1,628	847	258	511	511	258	-	-	
MEDICAL-CARE MGMT/AIDE IMMUN.	510	572	524	-	300	300	-	-	-	
PROF. SERV//ADULT SERV GEN ASST	14,034	26,128	23,717	19,341	25,000	25,000	33,156	30,000	30,000	
PURCHASED MEALS	139,177	87,764	148,431	63,814	130,000	130,000	120,000	130,000	130,000	
MEDICAL SUPPLIES	-	-	2,989	1,538	3,000	3,000	2,636	3,000	3,000	
TRAVEL-CLIENT TRANSPORTATION	17,886	12,363	8,773	2,880	30,000	30,000	4,937	30,000	30,000	
ELDERLY TRANSPORTATION-ETAP	-	-	-	6,802	-	121,880	6,802	115,078	115,078	
SPECIAL PROJECTS	347	-	-	-	-	-	-	-	-	
CONTRACT SERVICES	130,482	154,902	129,940	73,500	256,161	256,161	200,000	270,000	270,000	
WASHINGTON SENIOR CENTER	-	-	-	-	-	37,082	-	-	-	30,000
<b>Total</b>	<b>\$ 455,575</b>	<b>\$ 400,100</b>	<b>\$ 378,140</b>	<b>\$ 187,479</b>	<b>\$ 484,302</b>	<b>\$ 643,264</b>	<b>\$ 387,135</b>	<b>\$ 578,078</b>	<b>\$ 608,078</b>	<b>\$ -</b>

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
<b>WORK FIRST</b>										
PROF.SERVICES DRUG/MENTAL TEST	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ -	\$ 500	\$ 500	
PROFESSIONAL DEVEL/WORKFIRST	2,016	-	-	-	10,500	10,500	-	10,500	10,500	
TRAVEL CLIENT TRANSPORTATION	-	90	-	-	-	-	-	-	-	
OTHER SUPP.SERV.(200% POVERTY)	2,202	1,094	3,588	1,040	7,500	7,500	2,500	7,500	7,500	
CHILD ONLY SUPPORTIVE SERVICES	-	-	-	-	8,000	8,000	-	8,000	8,000	
ESC CONTRACT-WORK FIRST	48,900	48,900	48,900	25,400	48,900	48,900	48,900	48,900	48,900	
EMERGENCY ASSISTANCE-TANF	8,307	-	2,954	3,966	13,000	13,000	6,799	13,000	13,000	
<b>TOTAL</b>	<b>\$ 61,425</b>	<b>\$ 50,083</b>	<b>\$ 55,443</b>	<b>\$ 30,406</b>	<b>\$ 88,400</b>	<b>\$ 88,400</b>	<b>\$ 58,199</b>	<b>\$ 88,400</b>	<b>\$ 88,400</b>	<b>\$ -</b>

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
<b>IV-D CHILD SUPPORT ENFORCEMENT</b>										
PROF.SERVICE-IV-D CONTRACT	\$ 879,210	\$ 825,990	\$ 836,670	\$ 492,760	\$ 851,512	\$ 851,512	\$ 851,512	\$ 827,742	\$ 827,742	
IV-D BLOOD TESTS	3,325	2,193	3,160	724	5,000	5,000	1,800	5,000	5,000	
IV-D FILING FEES	-	-	-	-	500	500	-	500	500	
<b>TOTAL</b>	<b>\$ 882,535</b>	<b>\$ 828,183</b>	<b>\$ 839,830</b>	<b>\$ 493,484</b>	<b>\$ 857,012</b>	<b>\$ 857,012</b>	<b>\$ 853,312</b>	<b>\$ 833,242</b>	<b>\$ 833,242</b>	

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
<b>SPECIAL ASSISTANCE</b>										
CO. SHARE ASST (SPECIAL ASST)	\$ 479,748	\$ 398,551	\$ 406,566	\$ 207,565	\$ 640,000	\$ 640,000	\$ 355,825	\$ 640,000	\$ 640,000	
<b>TOTAL</b>	<b>\$ 479,748</b>	<b>\$ 398,551</b>	<b>\$ 406,566</b>	<b>\$ 207,565</b>	<b>\$ 640,000</b>	<b>\$ 640,000</b>	<b>\$ 355,825</b>	<b>\$ 640,000</b>	<b>\$ 640,000</b>	<b>\$ -</b>

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
<b>FOSTER CARE</b>										
DRUG TEST	\$ 15,291	\$ 19,147	\$ 17,066	\$ 10,402	\$ 22,000	\$ 22,000	\$ 17,832	\$ 22,000	\$ 22,000	
MEDICAL (FOSTER CARE)	1,147	394	4,082	2,999	4,600	4,600	5,141	5,000	5,000	
GENERAL ASSISTANCE	23,708	33,613	74,808	7,932	75,000	75,000	13,597	75,000	75,000	
INDEPENDENT LIVING LINKS	2,807	1,353	63,150	14,375	5,000	16,000	16,000	5,000	5,000	
ADOPTION ASST IV-B& VENDOR PMT	67,325	60,612	68,674	28,351	87,500	87,500	48,601	87,500	87,500	
FOSTER CARE-STATE	303,789	392,783	409,562	116,691	490,000	490,000	200,042	425,000	425,000	
FOSTER CARE-IV-E	402,897	538,446	406,199	262,707	455,000	455,000	450,355	490,000	490,000	
ADOPT. ASSIST. IV-E & VENDOR PMT	149,826	141,363	166,741	107,778	180,000	180,000	184,762	197,885	197,885	
SPECIAL ADOPTION INCENT. FUND	22,912	19,862	17,471	2,175	39,407	39,407	3,000	36,407	36,407	
<b>TOTAL</b>	<b>\$ 989,702</b>	<b>\$ 1,207,573</b>	<b>\$ 1,227,753</b>	<b>\$ 553,408</b>	<b>\$ 1,358,507</b>	<b>\$ 1,369,507</b>	<b>\$ 939,330</b>	<b>\$ 1,343,792</b>	<b>\$ 1,343,792</b>	<b>\$ -</b>

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
<b>MEDICAL ASSISTANCE</b>										
TRAVEL-CLIENT MEDICAID TRANS	\$ 91,569	\$ 86,500	\$ 59,454	\$ 43,654	\$ 100,000	\$ 100,000	\$ 74,835	\$ 100,000	\$ 100,000	
CO SHARE ASST. PI MEDI.CLAIMS	6,105	2,047	919	506	10,000	10,000	868	10,000	10,000	
<b>TOTAL</b>	<b>\$ 97,674</b>	<b>\$ 88,547</b>	<b>\$ 60,372</b>	<b>\$ 44,160</b>	<b>\$ 110,000</b>	<b>\$ 110,000</b>	<b>\$ 75,703</b>	<b>\$ 110,000</b>	<b>\$ 110,000</b>	<b>\$ -</b>

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
<b>ENERGY ASSISTANCE</b>										
CIP-CRISIS INTERVENTION PROG.	\$ 147,918	\$ 206,291	\$ 182,806	\$ 91,125	\$ 210,208	\$ 210,208	\$ 150,000	\$ 150,000	\$ 150,000	
DUKE PROGRESS ENERGY NEIGHBOR	4,471	6,418	2,051	-	10,000	10,000	-	8,000	8,000	
ENERGY ASSISTANCE-LIEAP	292,175	333,523	809,746	19,944	317,037	317,037	133,000	150,000	150,000	
COVID LIEAP	-	212,492	300,263	-	-	-	-	-	-	
ENERGY ASSISTANCE-LIHWP	-	-	46,984	54,628	72,626	93,279	72,626	20,000	20,000	
ENERGY (EMERG.) ASSIST.-TANF	-	-	600	-	-	-	-	-	-	
<b>TOTAL</b>	<b>\$ 444,564</b>	<b>\$ 758,724</b>	<b>\$ 1,342,451</b>	<b>\$ 165,698</b>	<b>\$ 609,871</b>	<b>\$ 630,524</b>	<b>\$ 355,626</b>	<b>\$ 328,000</b>	<b>\$ 328,000</b>	<b>\$ -</b>

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
<b>ALL COUNTY FUNDS</b>										
GEN ASST-DDS, UNBODIES, NON-NEMT	\$ 19,364	\$ 25,594	\$ 22,282	\$ 2,942	\$ 30,000	\$ 30,000	10,000	30,000	30,000	
<b>TOTAL</b>	<b>\$ 19,364</b>	<b>\$ 25,594</b>	<b>\$ 22,282</b>	<b>\$ 2,942</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 10,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ -</b>
	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
<b>AID TO THE BLIND</b>										
CO. SHARE ASST SW FOR THE BLIND	\$ 7,704	\$ 7,740	\$ -	\$ -	\$ 7,943	\$ 7,943	7,943	8,102	8,102	
B.C. BLIND CENTER	2,465	21	218	71	3,525	3,525	355	3,525	3,525	
<b>TOTAL</b>	<b>\$ 10,169</b>	<b>\$ 7,761</b>	<b>\$ 218</b>	<b>\$ 71</b>	<b>\$ 11,468</b>	<b>\$ 11,468</b>	<b>\$ 8,298</b>	<b>\$ 11,627</b>	<b>\$ 11,627</b>	<b>\$ -</b>
<b>TOTAL DEPARTMENT OF SOCIAL SERVICES</b>	<b>\$ 10,228,517</b>	<b>\$ 10,990,450</b>	<b>\$ 12,068,078</b>	<b>\$ 6,025,245</b>	<b>\$ 12,777,544</b>	<b>\$ 12,985,747</b>	<b>\$ 10,275,961</b>	<b>\$ 12,519,865</b>	<b>\$ 12,579,865</b>	<b>\$ -</b>

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## PUBLIC HEALTH DEPARTMENT

Beaufort County Public Health's mission is to promote, protect, and enhance the quality of life of our population by providing accessible quality public health services and education to improve the wellness of the community within a healthy environment.

Services include: Prenatal Care, Communicable Disease Control, Immunizations, WIC, Family Planning, Care Management for At-Risk Children, Care Management for High-Risk Pregnancies, Tuberculosis Control, Breast and Cervical Cancer Control, HIV/STD, Health Education and Promotions, Public Health Preparedness, Vital Records, Environmental Health, Behavioral Health, and Healthy Living Clinic. The Public Health Department is staffed with mid-level providers, registered nurses, social workers, nutritionists, registered sanitarians, health educators, and administrative support personnel. The Department is overseen by an eleven-member Board of Health consisting of a County Commissioner, Physician, Dentist, Optometrist, Veterinarian, Registered Nurse, Engineer, Pharmacist and three members of the general public.

S. JaNell Octigan, MPH  
Health Director

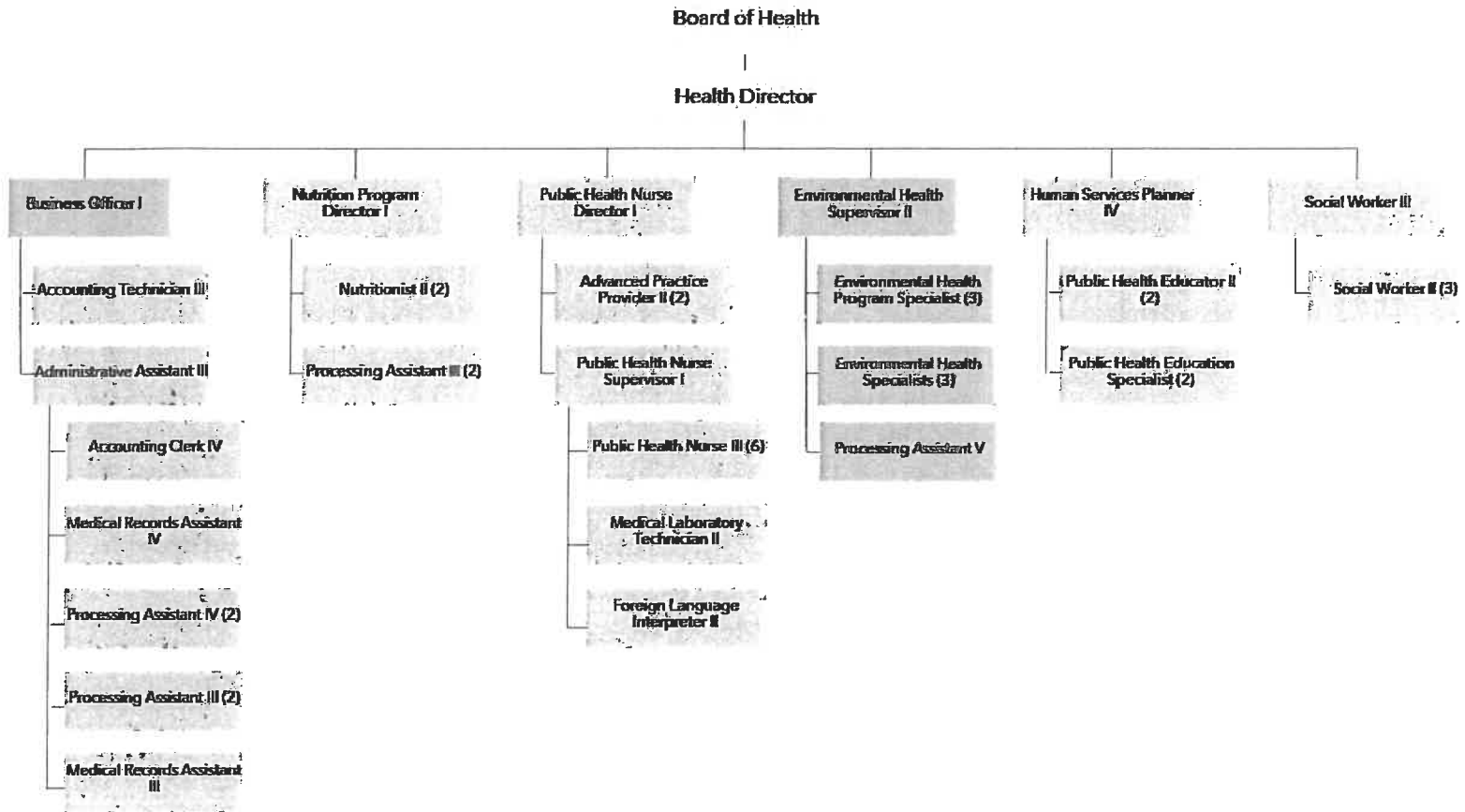
Beaufort County Health Department  
1436 Highland Drive  
Washington, North Carolina 27889

Phone: (252) 946-1902  
Fax: (252) 946-8430  
Email: JaNell.Octigan@bchd.net

Local funding comprises 42% of the Public Health Department's total proposed budget of \$4,853,977. The remainder of the Department's budget is supported by fees and insurance from billable services, grants, and state and federal funding.

### COST CENTERS

Cost Center Name	Customer Group	Revenues
General Administration	Administrative Support	State
Immunizations	Entire Population	State, Fees/Insurance, Medicaid
Sexually Transmitted Diseases	Entire Population	State & Medicaid
Tuberculosis	Entire Population	State, Fees/Insurance, Medicaid
Preparedness & Response	Entire Population	State
Breast and Cervical Cancer	Women (Ages 40-64)	State
Adult Health	Adult Population	Medicaid & Fees/Insurance
Disaster	Entire Population	None
Health Promotion	Entire Population	State
Child Health	Children	State, Medicaid
Maternal Health	Pregnant Women	State, Fees/Insurance, Medicaid
Family Planning	Women of Childbearing Age	State, Fees/Insurance, Medicaid
Behavioral Health	Adult Population	Medicaid & Fees/Insurance
Healthy Living	Entire Population	Medicaid & Fees/Insurance
WIC	Women and Children	Federal
Pregnancy Care Management (CMHRP)	Pregnant Women	Medicaid
Care Coordination for Children (CMARC)	Children	Medicaid
Environmental Health	Entire Population	State & Fees
AIDS Control (HIV Education)	Entire Population	State



**FULL-TIME POSITIONS AUTHORIZED**

FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
44	45	48	48	

\*3 positions eliminated in FY 23/24 due to contracting Jail Health services.

<b>PUBLIC HEALTH EXPENDITURES</b>	<b>FY 21-22 Actual</b>	<b>FY 22-23 Original</b>	<b>FY 22-23 Amended</b>	<b>FY 23-24 Recommended</b>	<b>FY 23-24 Approved</b>
Personnel	\$ 2,520,395	\$ 2,641,657	\$ 2,652,998	\$ 2,489,847	\$ -
Benefits	\$ 852,374	\$ 961,434	\$ 955,634	\$ 905,787	\$ -
Operating	\$ 1,588,723	\$ 1,629,960	\$ 2,493,229	\$ 1,458,343	\$ -
Capital	\$ 100,304	\$ -	\$ 178,459	\$ -	\$ -
<b>Totals</b>	<b>\$ 5,061,795</b>	<b>\$ 5,233,051</b>	<b>\$ 6,280,320</b>	<b>\$ 4,853,977</b>	<b>\$ -</b>

HEALTH

		2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
		ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
<b>HEALTH-GENERAL</b>											
105110	512100 SALARIES	\$ 106,644	\$ 117,060	\$ 88,915	\$ (126,566)	\$ 13,125	\$ 20,757	\$ 20,757	\$ 22,194	\$ 22,194	
105110	512200 SALARIES-OVERTIME	199	472	413	-	-	-	-	-	-	-
105110	512600 SALARIES-PART TIME	246	111	836	-	-	-	-	-	-	-
105110	512800 BOARD SALARY	1,250	1,250	1,200	700	2,200	2,200	1,500	2,200	2,200	2,200
105110	518100 FICA 6.2%	6,085	7,186	5,533	(7,498)	814	1,206	1,206	1,376	1,376	1,376
105110	518200 LOC. GOV. EMP. RETIREMENT	9,807	14,353	5,268	(15,512)	1,594	2,505	2,505	2,859	2,859	2,859
105110	518300 HOSPITALIZATION-EMPLOYEE	3,055	1,669	1,314	(230)	1,834	1,834	1,725	2,969	2,969	2,969
105110	518400 MEDICARE 1.45%	1,432	1,674	1,285	(1,754)	190	282	282	322	322	322
105110	518600 LIFE INSURANCE-EMPLOYEE	6	8	9	6	7	12	12	12	12	12
105110	518700 WORKERS COMPENSATION INSURANCE	25,877	19,231	18,608	12,433	14,108	14,108	12,433	15,667	15,667	15,667
105110	518900 401(K) EMPLOYER CONTRIBUTION	1,936	2,241	641	(2,320)	263	386	386	444	444	444
105110	519300 PROFESSIONAL SERVICE-MEDICAL	9,667	9,667	9,860	5,867	10,058	10,058	10,058	10,259	10,259	10,259
105110	523900 MEDICAL SUPPLIES	4,424	5,080	4,137	2,033	3,225	3,225	3,063	3,260	3,260	3,260
105110	526000 OFFICE SUPPLIES	10,899	10,376	9,880	6,000	9,360	9,971	9,300	9,360	9,360	9,360
105110	527006 HEALTH ACCREDITATION	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250
105110	531000 PROFESSIONAL DEVELOPMENT	6,232	1,466	3,613	4,385	8,426	8,426	6,852	8,519	8,519	8,519
105110	531007 TRAVEL-FUEL	312	277	330	40	500	500	250	500	500	500
105110	532100 TELEPHONE	23,956	21,172	20,134	11,115	23,268	23,018	21,309	21,651	21,651	21,651
105110	532500 POSTAGE	7,158	7,029	6,753	3,687	7,300	7,300	7,100	7,300	7,300	7,300
105110	533000 UTILITIES-HEALTH DEPT.	38,976	44,310	47,588	27,939	44,000	44,000	47,282	49,000	49,000	49,000
105110	534100 PRINTING	345	552	557	52	600	600	575	600	600	600
105110	535100 MAINT/REPAIR-BUILDINGS	19,656	310	-	10,304	-	10,371	10,304	-	-	-
105110	535200 MAINT/REPAIR-EQUIPMENT	2,535	2,300	2,703	559	2,575	2,575	1,719	2,160	2,160	2,160
105110	535300 MAINT/REPAIR-VEHICLE	1,037	1,038	227	1,524	1,000	1,600	1,600	1,000	1,000	1,000
105110	537000 ADVERTISING	527	450	1,821	269	200	270	269	200	200	200
105110	538000 COMPUTER SOFTWARE/SUPPORT	67,348	75,368	84,547	72,448	84,838	89,870	84,838	89,656	89,656	89,656
105110	539300 TEMPORARY EMP.SERVICES	2,636	-	1,515	-	-	-	-	-	-	-
105110	539301 INTERPRETER-LANGUAGE LINE	223	517	566	433	540	715	715	540	540	540
105110	539800 ARPA WORKFORCE	-	-	-	-	-	147,759	147,759	-	-	-
105110	540000 EQUIPMENT PURCHASE	7,692	-	-	-	-	-	-	-	-	-
105110	543000 RENTAL EQUIPMENT	3,536	3,871	3,618	1,897	3,665	3,665	3,620	6,157	6,157	6,157
105110	544000 CONTRACT SERVICES	1,548	1,047	1,724	57,478	1,266	58,579	58,079	1,266	1,266	1,266
105110	545000 INSURANCE AND BONDS	8,825	8,340	8,340	8,423	10,149	9,304	8,423	10,149	10,149	10,149
105110	549100 DUES & SUBSCRIPTIONS	8,388	8,912	9,219	9,618	10,712	10,712	10,712	11,141	11,141	11,141
105110	569995 GRANT REPAY	-	-	-	9,520	-	4,957	9,520	-	-	-
<b>TOTAL</b>	<b>HEALTH- Totals</b>	<b>\$ 385,706</b>	<b>\$ 370,588</b>	<b>\$ 344,402</b>	<b>\$ 96,100</b>	<b>\$ 259,067</b>	<b>\$ 494,015</b>	<b>\$ 487,402</b>	<b>\$ 284,011</b>	<b>\$ 284,011</b>	<b>\$ -</b>

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
105120 HEALTH- HEALTH-IMMUNIZATION										
105120 512100 SALARIES	\$ 136,469	\$ 377,855	\$ 263,915	\$ 146,363	\$ 284,565	\$ 246,633	\$ 238,115	\$ 246,351	\$ 246,351	
105120 512200 SALARIES-OVERTIME	-	53,659	13,448	121	-	1,610	1,610	-	-	
105120 512600 SALARIES-PART TIME	3,788	649	289	3,390	-	3,390	3,390	-	-	
105120 518100 FICA 6.2%	8,033	24,665	16,091	8,782	17,643	14,927	14,044	15,274	15,274	
105120 518200 LOC. GOV. EMP. RETIREMENT	12,539	43,778	31,563	18,010	34,574	30,132	29,148	31,730	31,730	
105120 518300 HOSPITALIZATION-EMPLOYEE	18,419	50,246	35,852	18,639	39,750	34,322	30,637	32,961	32,961	
105120 518400 MEDICARE 1.45%	1,884	5,829	3,764	2,054	4,127	3,489	3,284	3,572	3,572	
105120 518600 LIFE INSURANCE-EMPLOYEE	81	238	154	76	156	148	135	135	135	
105120 518900 401(K) EMPLOYER CONTRIBUTION	2,539	8,020	5,139	2,765	5,691	5,408	4,485	4,927	4,927	
105120 519801 PROFESSIONAL SERVICES	12,520	572,445	107,977	-	-	-	-	-	-	
105120 523100 EDUCATIONAL SUPPLIES	-	105	108	-	115	115	115	115	115	
105120 523110 COMMUNICABLE DISEASE SUPPLIES	-	-	-	3,620	-	4,367	4,129	-	-	
105120 523900 MEDICAL SUPPLIES	108,998	82,885	96,000	84,422	147,890	147,490	125,000	130,000	130,000	
105120 526000 OFFICE SUPPLIES	237	202	220	78	240	240	240	240	240	
105120 526015 GRANT SUPPLY	-	6,690	1,824	-	-	-	-	-	-	
105120 526110 COVID-19 SUPPLIES	-	44,509	28,911	2,868	-	3,249	2,953	-	-	
105120 526125 COVID VACCINE SUPPLIES	-	24,411	20,754	4,781	-	50,218	40,669	-	-	
105120 531000 PROFESSIONAL DEVELOPMENT	657	401	479	1,320	1,139	5,989	5,290	857	857	
105120 532100 TELEPHONE	-	3,443	1,381	223	-	400	383	386	386	
105120 535100 MAINT/REPAIR BUILDING	-	-	-	-	-	17,212	17,212	-	-	
105120 535200 MAINT/REPAIR EQUIPMENT	-	-	-	-	-	-	-	977	977	
105120 537000 ADVERTISING	-	10,847	-	-	-	-	-	-	-	
105120 537015 COVID-OUTREACH/ADVERTISING	-	21,041	14,179	-	-	55,451	-	-	-	
105120 539300 TEMPORARY EMPLOYEE SERVICE	-	-	4,585	-	-	-	-	-	-	
105120 539303 TEMPORARY EMPLOYEE-COVID 19	2,228	202,519	43,540	-	-	-	-	40,000	40,000	
105120 540000 EQUIPMENT PURCHASE	1,912	-	-	-	-	-	-	-	-	
105120 540003 EQUIPMENT-COVID-19	-	46,992	41,718	43,531	-	109,570	109,866	-	-	
105120 549100 DUES & SUBSCRIPTIONS	-	-	-	60	60	60	60	-	-	
105120 551000 CAPITAL OUTLAY - EQUIPMENT	-	-	100,304	96,938	-	178,459	96,938	-	-	
<b>TOTAL HEALTH- Totals</b>	<b>\$ 310,302</b>	<b>\$ 1,581,430</b>	<b>\$ 832,196</b>	<b>\$ 438,039</b>	<b>\$ 535,950</b>	<b>\$ 912,879</b>	<b>\$ 727,703</b>	<b>\$ 507,525</b>	<b>\$ 507,525</b>	<b>\$ -</b>

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
105122 HIV - STC HIV - STD										
105122 512100 SALARIES	\$ 120,792	\$ 110,654	\$ 125,246	\$ 79,909	\$ 141,232	\$ 126,054	\$ 123,855	\$ 126,999	\$ 126,999	
105122 512200 SALARIES-OVERTIME	6	-	-	-	-	-	-	-	-	
105122 512600 SALARIES-PART TIME	1,353	160	-	-	-	-	-	-	-	
105122 518100 FICA 6.2%	7,008	6,327	7,268	4,687	8,756	8,756	7,207	7,874	7,874	
105122 518200 LOC. GOV. EMP. RETIREMENT	10,914	11,227	14,241	9,605	17,159	17,159	14,940	16,357	16,357	
105122 518300 HOSPITALIZATION-EMPLOYEE	15,944	12,958	16,313	9,738	19,728	19,151	15,485	16,992	16,992	
105122 518400 MEDICARE 1.45%	1,642	1,494	1,700	1,096	2,048	2,048	1,686	1,841	1,841	
105122 518600 LIFE INSURANCE-EMPLOYEE	69	61	68	40	77	77	68	70	70	
105122 518900 401(K) EMPLOYER CONTRIBUTION	2,213	2,055	2,320	1,474	2,824	2,824	2,298	2,540	2,540	
105122 519300 PROFESSIONAL SERVICE-MEDICAL	7,182	6,207	7,622	4,387	15,798	15,798	7,646	12,442	12,442	
105122 523100 EDUCATIONAL SUPPLIES	142	324	-	161	344	344	344	344	344	
105122 523900 MEDICAL SUPPLIES	8,941	5,999	9,217	4,560	9,935	9,935	8,022	10,072	10,072	
105122 526000 OFFICE SUPPLIES	237	202	220	78	240	240	240	240	240	
105122 531000 PROFESSIONAL DEVELOPMENT	785	275	-	184	2,595	2,595	1,000	1,702	1,702	
<b>TOTAL HIV - STC Totals</b>	<b>\$ 177,225</b>	<b>\$ 157,942</b>	<b>\$ 184,215</b>	<b>\$ 115,919</b>	<b>\$ 220,736</b>	<b>\$ 204,981</b>	<b>\$ 182,792</b>	<b>\$ 197,473</b>	<b>\$ 197,473</b>	<b>\$ -</b>

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
105124 HEALTH- HEALTH-T.B.										
105124 512100 SALARIES	\$ 42,005	\$ 33,794	\$ 42,423	\$ 26,365	\$ 39,377	\$ 43,913	\$ 42,781	\$ 42,415	\$ 42,415	
105124 512600 SALARIES-PART TIME	1,451	220	-	-	-	-	-	-	-	
105124 518100 FICA 6.2%	2,495	1,943	2,463	1,545	2,442	2,677	2,486	2,630	2,630	
105124 518200 LOC. GOV. EMP. RETIREMENT	3,883	3,444	4,824	3,169	4,784	5,534	5,162	5,463	5,463	
105124 518300 HOSPITALIZATION-EMPLOYEE	5,658	3,953	5,451	3,258	5,501	5,650	5,405	5,675	5,675	
105124 518400 MEDICARE 1.45%	584	459	576	361	571	627	581	615	615	
105124 518600 LIFE INSURANCE-EMPLOYEE	24	19	23	13	22	25	24	23	23	
105124 518900 401(K)-EMPLOYER CONTRIBUTION	787	631	786	487	788	856	795	848	848	
105124 519300 PROFESSIONAL SERVICE-MEDICAL	432	570	681	404	1,144	1,144	759	1,153	1,153	
105124 523100 EDUCATIONAL SUPPLIES	-	100	135	-	148	148	148	148	148	
105124 523900 MEDICAL SUPPLIES	3,342	1,512	1,800	1,936	3,750	3,750	3,319	3,750	3,750	
105124 526000 OFFICE SUPPLIES	237	202	220	78	240	240	240	240	240	
105124 531000 PROFESSIONAL DEVELOPMENT	855	30	1,257	808	1,697	1,697	808	1,283	1,283	
105124 549100 DUES & SUBSCRIPTIONS	-	-	60	-	60	60	-	-	-	
<b>TOTAL HEALTH- Totals</b>	<b>\$ 61,753</b>	<b>\$ 46,876</b>	<b>\$ 60,699</b>	<b>\$ 38,424</b>	<b>\$ 60,524</b>	<b>\$ 66,321</b>	<b>\$ 62,509</b>	<b>\$ 64,243</b>	<b>\$ 64,243</b>	<b>\$ -</b>

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
105126 HEALTH- HEALTH-PREPAREDNESS & RESPONSE										
105126 512100 SALARIES	\$ 53,369	\$ 68,956	\$ 48,440	\$ 23,619	\$ 55,128	\$ 45,128	\$ 40,364	\$ 35,757	\$ 35,757	
105126 512200 SALARIES-OVERTIME	1,085	5,740	1,070	-	-	-	-	-	-	
105126 518100 FICA 6.2%	3,112	4,265	2,867	1,387	3,418	3,418	2,063	2,217	2,217	
105126 518200 LOC. GOV. EMP. RETIREMENT	4,869	7,559	5,630	2,836	6,698	6,698	4,261	4,606	4,606	
105126 518300 HOSPITALIZATION-EMPLOYEE	7,176	8,650	6,638	2,872	7,701	7,701	4,408	4,784	4,784	
105126 518400 MEDICARE 1.45%	731	1,009	671	324	799	799	483	518	518	
105126 518600 LIFE INSURANCE-EMPLOYEE	32	41	28	11	30	30	19	20	20	
105126 518900 401(K) EMPLOYER CONTRIBUTION	985	1,382	917	434	1,103	1,103	654	715	715	
105126 523100 EDUCATIONAL SUPPLIES	484	-	-	-	-	-	-	-	-	
105126 526000 OFFICE SUPPLIES	1,994	1,453	1,283	179	300	300	300	300	300	
105126 526110 COVID-19 SUPPLIES	14,289	2,766	-	-	-	-	-	-	-	
105126 531000 PROFESSIONAL DEVELOPMENT	-	-	475	260	731	731	730	1,000	1,000	
105126 532100 TELEPHONE	-	-	-	-	-	250	250	600	600	
105126 535123 MAINT/REPAIR-BUILDING-COVID19	5,343	-	-	-	-	-	-	-	-	
105126 537010 COVID-19 ADVERTISING	140	122	-	-	-	-	-	-	-	
105126 539303 TEMPORARY EMPLOYEE-COVID 19	420	-	-	-	-	-	-	-	-	
105126 540003 EQUIPMENT-COVID-19	26,550	10,848	-	-	-	-	-	-	-	
<b>TOTAL HEALTH- Totals</b>	<b>\$ 120,580</b>	<b>\$ 112,790</b>	<b>\$ 68,020</b>	<b>\$ 31,922</b>	<b>\$ 75,908</b>	<b>\$ 66,158</b>	<b>\$ 53,533</b>	<b>\$ 50,517</b>	<b>\$ 50,517</b>	<b>\$ -</b>



	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
105158 HEALTH   HEALTH PROMOTION										
105158 512100 SALARIES	\$ 77,591	\$ 83,194	\$ 119,085	\$ 78,953	\$ 131,257	\$ 136,732	\$ 136,548	\$ 137,110	\$ 137,110	
105158 512200 SALARIES-OVERTIME	-	-	31	274	-	275	274	-	-	
105158 512200 SALARIES-PART TIME	-	-	-	157	-	158	157	-	-	
105158 518100 FICA 6.2%	4,448	4,755	6,910	5,274	8,138	8,341	7,971	8,501	8,501	
105158 518200 LOC. GOV. EMP. RETIREMENT	6,935	8,430	13,547	10,809	15,948	17,578	16,520	17,660	17,660	
105158 518300 HOSPITALIZATION-EMPLOYEE	10,195	9,677	15,825	11,055	18,335	18,335	17,206	18,345	18,345	
105158 518400 MEDICARE 1.45%	1,042	1,122	1,617	1,233	1,903	1,951	1,864	1,988	1,988	
105158 518600 LIFE INSURANCE-EMPLOYEE	44	46	65	45	72	77	75	75	75	
105158 518900 401(K) EMPLOYER CONTRIBUTION	1,405	1,544	2,208	1,660	2,625	2,658	2,542	2,742	2,742	
105158 589315 KBR SUBSTANCE / BEH	-	-	166,579	134,814	-	318,274	318,274	238,211	238,211	
105128 519316 BH COMMUNITY GRANT	-	-	-	-	-	3,000	-	-	-	
105158 523100 EDUCATIONAL SUPPLIES	1,298	405	790	678	683	683	678	683	683	
105158 523109 MISC.GRANT-ED.SUPPLIES	5,430	-	5,250	-	4,500	4,000	4,000	4,000	4,000	
105158 523900 MEDICAL SUPPLIES	375	906	541	1,260	1,500	2,125	2,125	2,474	2,474	
105158 523901 OPIOID PREVENTION SUPPLIES	6,011	-	-	-	-	-	-	-	-	
105158 523902 OPIOID MICROGRANT	3,991	-	-	-	-	-	-	-	-	
105158 526000 OFFICE SUPPLIES	329	250	539	254	581	497	497	581	581	
105158 526011 SUPPLIES-PREPARE FOR SUCCESS	97,612	66,758	52,440	43,658	53,893	53,460	53,460	48,657	48,657	
105158 526014 FFESMM GRANT SUPPLIES	-	-	-	2,255	-	2,710	2,710	-	-	
105158 526030 OPIOID REM GRT SUPPLY	-	-	-	-	-	59,407	-	-	-	
105158 531000 PROFESSIONAL DEVELOPMENT	1,621	149	1,912	1,278	1,435	1,435	1,300	1,785	1,785	
105158 537000 ADVERTISING	6,997	12,989	6,500	7,000	7,000	7,000	7,000	6,000	6,000	
105158 549100 DUES & SUBSCRIPTIONS	503	503	503	-	504	588	588	588	588	
105158 551015 OPIOID REM CAPOUTLAY	-	-	-	-	-	186,775	-	-	-	
105158 589315 KBR SUBSTANCE/BEH	-	-	-	-	241,833	-	-	-	-	
<b>TOTAL HEALTH   Totals</b>	<b>\$ 225,829</b>	<b>\$ 190,728</b>	<b>\$ 394,342</b>	<b>\$ 300,658</b>	<b>\$ 490,207</b>	<b>\$ 826,059</b>	<b>\$ 573,790</b>	<b>\$ 489,400</b>	<b>\$ 489,400</b>	<b>\$ -</b>

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
105160 CHILD HE CHILD HEALTH										
105160 512100 SALARIES	\$ 7,391	\$ 9,043	\$ 9,560	\$ 5,486	\$ 10,501	\$ 10,501	\$ 9,967	\$ 9,864	\$ 9,864	
105160 512200 SALARIES-OVERTIME	11	-	-	-	-	-	-	-	-	
105160 518100 FICA 6.2%	425	517	554	322	651	651	578	612	612	
105160 518200 LOC. GOV. EMP. RETIREMENT	661	914	1,087	659	1,276	1,276	1,203	1,270	1,270	
105160 518300 HOSPITALIZATION-EMPLOYEE	965	1,039	1,295	676	1,467	1,467	1,261	1,320	1,320	
105160 518400 MEDICARE 1.45%	99	122	130	75	152	152	135	143	143	
105160 518600 LIFE INSURANCE-EMPLOYEE	4	5	5	3	6	6	6	5	5	
105160 518900 401(K) EMPLOYER CONTRIBUTION	134	168	177	101	210	210	185	197	197	
105160 519306 PRO SERVICES-SCHL NURSE GRANT	250,000	250,000	250,000	125,000	250,000	250,000	250,000	250,000	250,000	
105160 519311 COVID SCHOOL HEALTH	-	-	47,687	-	-	-	-	-	-	
105160 519800 CHILD FATALITY PREVENTION TEAM	564	564	555	553	565	565	553	565	565	
105160 519850 HEALTHY BEGINNINGS	72,578	72,933	73,706	38,970	72,655	72,655	72,655	72,223	72,223	
105160 526018 EDUCATIONAL SUPPLIES	-	-	-	320	-	320	320	-	-	
105160 523900 MEDICAL SUPPLIES	-	344	164	-	470	150	150	270	270	
105160 526018 ARPA SCHOOL COVID-19	-	-	36,220	53,898	117,600	95,352	95,352	-	-	
105160 537000 ADVERTISING	-	-	150	-	150	150	-	-	-	
<b>TOTAL CHILD HI Totals</b>	<b>\$ 332,831</b>	<b>\$ 335,648</b>	<b>\$ 421,291</b>	<b>\$ 226,062</b>	<b>\$ 455,703</b>	<b>\$ 433,455</b>	<b>\$ 432,366</b>	<b>\$ 336,469</b>	<b>\$ 336,469</b>	<b>\$ -</b>

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
105161 BEHAVIO BEHAVIORIAL HEALTH										
105161 512100 SALARIES	\$ -	\$ 22,971	\$ 21,783	\$ 14,279	\$ 26,252	\$ 28,272	\$ 28,272	\$ 32,058	\$ 32,058	
105161 518100 FICA 6.2%	-	1,308	1,263	968	1,628	1,643	1,643	1,988	1,988	
105161 518200 LOC. GOV. EMP. RETIREMENT	-	2,333	2,477	1,985	3,190	3,413	3,413	4,129	4,129	
105161 518300 HOSPITALIZATION-EMPLOYEE	-	2,749	2,856	2,009	3,667	3,667	3,548	4,289	4,289	
105161 518400 MEDICARE 1.45%	-	309	295	226	380	384	384	465	465	
105161 518600 LIFE INSURANCE-EMPLOYEE	-	13	12	8	14	16	16	18	18	
105161 518900 401(K) EMPLOYER CONTRIBUTION	-	425	404	305	525	525	525	641	641	
105161 519300 PROFESSIONAL SERVICE	-	13,575	14,861	13,045	18,200	40,448	32,700	71,380	71,380	
105161 519318 MAT GRANT PROFESSIONAL SERVICE	-	-	8,066	20,678	44,880	44,880	44,880	11,220	11,220	
105161 523100 EDUCATIONAL SUPPLIES	-	500	409	46	500	500	475	500	500	
105161 526000 OFFICE SUPPLIES	-	4,648	391	108	400	400	375	400	400	
105161 526118 MAT GRANT SUPPLIES	-	-	11,735	18,980	91,431	91,431	91,431	19,085	19,085	
PROFESSIONAL DEVELOPMENT	-	-	-	248	-	248	248	500	500	
105161 537000 ADVERTISING	-	-	749	-	350	102	-	-	-	
105161 538000 COMPUTER SOFTWARE/SUPPORT	-	3,555	-	-	-	-	-	-	-	
105161 540000 EQUIPMENT PURCHASE	-	7,452	-	-	-	-	-	-	-	
105161 540018 MAT GRANT EQUIPMENT	-	-	11,178	-	-	-	-	-	-	
<b>TOTAL BEHAVIC Totals</b>	<b>\$ -</b>	<b>\$ 59,838</b>	<b>\$ 76,480</b>	<b>\$ 72,885</b>	<b>\$ 191,417</b>	<b>\$ 215,929</b>	<b>\$ 207,910</b>	<b>\$ 146,673</b>	<b>\$ 146,673</b>	<b>\$ -</b>

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
105163 MATERN MATERNAL HEALTH										
105163 512100 SALARIES	\$ 212,201	\$ 196,492	\$ 211,167	\$ 138,705	\$ 254,901	\$ 226,297	\$ 221,020	\$ 224,406	\$ 224,406	
105163 512200 SALARIES-OVERTIME	-	-	63	-	-	-	-	-	-	
105163 512600 SALARIES-PART TIME	1,300	231	-	28	-	28	28	-	-	
105163 518100 FICA 6.2%	12,251	11,237	12,249	8,134	15,804	13,602	12,854	13,913	13,913	
105163 518200 LOC. GOV. EMP. RETIREMENT	19,077	19,918	24,019	16,674	30,971	26,928	26,667	28,903	28,903	
105163 518300 HOSPITALIZATION-EMPLOYEE	27,867	22,714	27,825	17,028	35,607	32,147	27,792	30,025	30,025	
105163 518400 MEDICARE 1.45%	2,870	2,654	2,865	1,902	3,696	3,179	3,006	3,254	3,254	
105163 518600 LIFE INSURANCE-EMPLOYEE	120	107	116	69	140	127	122	123	123	
105163 518900 401(K) EMPLOYER CONTRIBUTION	3,867	3,647	3,913	2,559	5,098	4,426	4,103	4,488	4,488	
105163 519300 PROFESSIONAL SERVICE-MEDICAL	26,809	26,631	26,782	15,642	30,684	30,684	26,790	28,000	28,000	
105163 523100 EDUCATIONAL SUPPLIES	194	216	-	-	245	245	245	245	245	
105163 523101 TARGETED INFANT MORTALITY GRNT	40,414	41,312	33,335	34,835	32,358	40,202	40,202	-	-	
105163 523900 MEDICAL SUPPLIES	6,492	5,697	7,197	4,497	8,228	8,228	8,200	8,228	8,228	
105163 526000 OFFICE SUPPLIES	710	605	660	234	720	720	720	720	720	
105163 526016 MINI GRANT SUPPLIES /EQUIPMENT	912	-	275	375	1,453	1,425	1,350	1,792	1,792	
105163 531000 PROFESSIONAL DEVELOPMENT	-	-	-	13,481	-	30,000	30,000	-	-	
105163 540000 EQUIPMENT PURCHASE	716	1,534	-	-	-	-	-	-	-	
105163 549100 DUES & SUBSCRIPTIONS	230	270	170	50	280	280	220	220	220	
<b>TOTAL MATERN Totals</b>	<b>\$ 356,032</b>	<b>\$ 333,266</b>	<b>\$ 350,636</b>	<b>\$ 254,212</b>	<b>\$ 420,185</b>	<b>\$ 418,518</b>	<b>\$ 403,319</b>	<b>\$ 344,317</b>	<b>\$ 344,317</b>	<b>\$ -</b>

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
105164 HEALTH- HEALTH-FAMILY PLANNING										
105164 512100 SALARIES	\$ 216,566	\$ 197,397	\$ 221,827	\$ 145,783	\$ 257,527	\$ 247,327	\$ 237,898	\$ 246,600	\$ 246,600	
105164 512600 SALARIES-PART TIME	1,463	250	-	-	-	-	-	-	-	
105164 518100 FICA 6.2%	12,510	11,289	12,864	8,545	15,966	15,966	13,827	15,289	15,289	
105164 518200 LOC. GOV. EMP. RETIREMENT	19,481	20,004	25,226	17,522	31,290	31,290	28,705	31,762	31,762	
105164 518300 HOSPITALIZATION-EMPLOYEE	28,462	22,769	29,350	17,973	35,973	32,973	30,019	32,994	32,994	
105164 518400 MEDICARE 1.45%	2,931	2,667	3,009	1,998	3,734	3,734	3,234	3,576	3,576	
105164 518600 LIFE INSURANCE-EMPLOYEE	123	108	122	73	141	141	133	135	135	
105164 518900 401(K) EMPLOYER CONTRIBUTION	3,948	3,663	4,111	2,690	5,151	4,776	4,417	4,932	4,932	
105164 519300 PROFESSIONAL SERVICE-MEDICAL	9,941	11,432	10,445	5,277	11,348	11,348	10,876	11,253	11,253	
105164 523100 EDUCATIONAL SUPPLIES	9,822	175	-	-	571	571	571	571	571	
105164 523900 MEDICAL SUPPLIES	31,832	23,645	34,815	17,558	49,921	50,987	42,533	49,921	49,921	
105164 526000 OFFICE SUPPLIES	740	1,950	669	234	720	720	720	720	720	
105164 531000 PROFESSIONAL DEVELOPMENT	-	-	-	-	-	-	-	95	95	
105164 537000 ADVERTISING	5,345	-	-	-	-	-	-	-	-	
105164 540000 EQUIPMENT PURCHASE	1,154	-	-	-	-	-	-	-	-	
105164 549100 DUES & SUBSCRIPTIONS	-	-	1,058	1,118	1,058	1,118	1,118	1,118	1,118	
<b>TOTAL HEALTH- Totals</b>	<b>\$ 344,319</b>	<b>\$ 295,349</b>	<b>\$ 343,497</b>	<b>\$ 218,771</b>	<b>\$ 413,400</b>	<b>\$ 400,951</b>	<b>\$ 374,051</b>	<b>\$ 398,966</b>	<b>\$ 398,966</b>	<b>\$ -</b>

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
105165 HEALTH- HEALTH-JAIL HEALTH										
105165 512100 SALARIES	\$ 154,356	\$ 149,895	\$ 171,141	\$ 133,631	\$ 190,323	\$ 203,637	\$ 203,637			
105165 512200 SALARIES-OVERTIME	2,220	1,401	1,298	268	-	-	268			
105165 512600 SALARIES-PART TIME	2,048	-	409	5,866	-	-	5,866			
105165 518100 FICA 6.2%	9,178	8,753	10,125	8,264	11,800	12,287	12,287			
105165 518200 LOC. GOV. EMP. RETIREMENT	14,169	15,340	19,655	16,793	23,124	25,292	25,292			
105165 518300 HOSPITALIZATION-EMPLOYEE	20,718	17,666	22,754	17,290	26,586	26,586	26,445			
105165 518400 MEDICARE 1.45%	2,150	2,064	2,368	1,933	2,760	2,874	2,874			
105165 518600 LIFE INSURANCE-EMPLOYEE	89	84	96	70	104	116	116			
105165 518900 401(K) EMPLOYER CONTRIBUTION	2,874	2,814	3,200	2,577	3,806	3,890	3,890			
105165 519300 PROFESSIONAL SERVICE-MEDICAL	21,312	1,650	1,800	1,050	1,800	1,800	1,800			
105165 523900 MEDICAL SUPPLIES	4,013	3,412	4,755	4,446	4,810	4,810	4,810			
105165 526000 OFFICE SUPPLIES	1,891	1,572	1,304	111	700	700	700			
105165 532100 TELEPHONE	1,285	1,862	1,811	1,350	2,400	2,400	2,400			
<b>TOTAL HEALTH- Totals</b>	<b>\$ 236,305</b>	<b>\$ 206,511</b>	<b>\$ 240,715</b>	<b>\$ 193,649</b>	<b>\$ 268,213</b>	<b>\$ 284,392</b>	<b>\$ 290,383</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2/3/2023 ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
105166 HEALTH- HEALTH-HEALTHY LIVING CLINIC										
105166 512100 SALARIES	\$ 36,554	\$ 81,229	\$ 125,412	\$ 100,797	\$ 111,568	\$ 169,173	\$ 169,173	\$ 179,032	\$ 179,032	
105166 512600 SALARIES-PART TIME	627	205	-	-	-	-	-	-	-	
105166 518100 FICA 6.2%	2,130	4,652	7,266	5,910	6,917	9,895	9,831	11,100	11,100	
105166 518200 LOC. GOV. EMP. RETIREMENT	3,323	8,247	14,265	12,114	13,556	20,437	20,414	23,059	23,059	
105166 518300 HOSPITALIZATION-EMPLOYEE	4,906	9,504	16,947	12,357	15,585	21,299	21,299	23,956	23,956	
105166 518400 MEDICARE 1.45%	499	1,098	1,700	1,382	1,617	2,315	2,299	2,596	2,596	
105166 518600 LIFE INSURANCE-EMPLOYEE	21	45	70	50	61	94	94	98	98	
105166 518900 401(K) EMPLOYER CONTRIBUTION	673	1,511	2,325	1,859	2,232	3,156	3,141	3,581	3,581	
105166 519300 PROFESSIONAL SERVICE-MEDICAL	25,111	10,759	12,966	6,253	10,800	10,800	10,800	10,800	10,800	
105166 523900 MEDICAL SUPPLIES	1,974	2,958	2,285	2,255	4,000	4,000	3,656	4,000	4,000	
105166 526000 OFFICE SUPPLIES	237	202	232	78	240	240	240	240	240	
105166 540000 EQUIPMENT PURCHASE	1,760	-	-	-	-	-	-	-	-	
<b>TOTAL HEALTH- Totals</b>	<b>\$ 77,815</b>	<b>\$ 120,408</b>	<b>\$ 183,468</b>	<b>\$ 143,055</b>	<b>\$ 166,576</b>	<b>\$ 241,409</b>	<b>\$ 240,947</b>	<b>\$ 258,462</b>	<b>\$ 258,462</b>	<b>\$ -</b>

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
105167 HEALTH-' HEALTH-WIC										
105167 512100 SALARIES	\$ 234,371	\$ 204,072	\$ 218,970	\$ 141,068	\$ 237,688	\$ 237,688	\$ 235,388	\$ 246,354	\$ 246,354	
105167 512200 SALARIES-OVERTIME	378	744	488	229	150	230	229	-	-	
105167 518100 FICA 6.2%	13,466	11,684	12,729	8,279	14,746	14,746	13,688	15,274	15,274	
105167 518200 LOC. GOV. EMP. RETIREMENT	20,976	20,721	24,955	16,976	28,897	28,897	28,427	31,730	31,730	
105167 518300 HOSPITALIZATION-EMPLOYEE	30,692	23,751	28,770	17,558	33,223	31,223	29,892	32,961	32,961	
105167 518400 MEDICARE 1.45%	3,155	2,763	2,978	1,936	3,449	3,449	3,201	3,572	3,572	
105167 518600 LIFE INSURANCE-EMPLOYEE	133	112	121	71	130	130	132	135	135	
105167 518900 401(K) EMPLOYER CONTRIBUTION	4,249	3,793	4,066	2,605	4,757	4,757	4,374	4,927	4,927	
105167 519800 BREASTFEEDING SERVICES	675	815	1,115	9	800	800	680	800	800	
105167 523100 EDUCATIONAL SUPPLIES	2,687	708	386	-	200	700	595	200	200	
105167 523900 MEDICAL SUPPLIES	2,654	157	2,649	360	850	1,473	1,473	2,000	2,000	
105167 526000 OFFICE SUPPLIES	2,163	5,307	2,904	385	600	1,600	1,600	1,000	1,000	
105167 531000 PROFESSIONAL DEVELOPMENT	982	652	198	-	1,000	720	500	500	500	
105167 532100 TELEPHONE	929	2,336	1,513	720	1,464	1,464	1,098	1,000	1,000	
105167 532500 POSTAGE	1,003	3,477	2,398	1,470	1,500	3,295	3,295	1,000	1,000	
105167 534100 PRINTING	122	140	391	203	425	425	303	425	425	
105167 535100 MAINT/REPAIR-BUILDINGS	-	7,552	300	-	-	-	-	-	-	
105167 537000 ADVERTISING	199	7,131	3,473	-	600	-	-	-	-	
105167 538000 COMPUTER SOFTWARE/SUPPORT	4,898	5,249	4,726	2,653	4,230	5,112	5,112	5,248	5,248	
105167 539300 TEMPORARY EMP.SERVICES	2,319	23,563	-	-	-	-	-	-	-	
105167 540000 EQUIPMENT	3,344	-	-	-	-	9,613	9,613	-	-	
105167 544000 CONTRACT SERVICES	207	193	309	104	266	266	266	266	266	
105167 549100 DUES & SUBSCRIPTIONS	554	374	554	140	375	375	375	530	530	
<b>TOTAL HEALTH- Totals</b>	<b>\$ 330,154</b>	<b>\$ 325,291</b>	<b>\$ 313,992</b>	<b>\$ 194,767</b>	<b>\$ 335,350</b>	<b>\$ 346,963</b>	<b>\$ 340,241</b>	<b>\$ 347,922</b>	<b>\$ 347,922</b>	<b>\$ -</b>

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
105168 PREGNAI PREGNANCY CARE MANAGEMENT										
105168 512100 SALARIES	\$ 106,127	\$ 103,197	\$ 119,950	\$ 89,279	\$ 127,844	\$ 127,558	\$ 127,261	\$ 128,232	\$ 128,232	
105168 518100 FICA 6.2%	6,090	5,892	6,956	4,614	7,926	7,926	7,397	7,950	7,950	
105168 518200 LOC. GOV. EMP. RETIREMENT	9,482	10,453	13,640	9,461	15,533	15,533	15,353	16,516	16,516	
105168 518300 HOSPITALIZATION-EMPLOYEE	13,847	11,967	15,779	9,718	17,858	17,858	16,065	17,157	17,157	
105168 518400 MEDICARE 1.45%	1,427	1,392	1,627	1,079	1,854	1,854	1,730	1,859	1,859	
105168 518600 LIFE INSURANCE-EMPLOYEE	60	57	66	40	70	70	71	70	70	
105168 518900 401(K) EMPLOYER CONTRIBUTION	1,922	1,913	2,222	1,453	2,556	2,556	2,363	2,565	2,565	
105168 526000 OFFICE SUPPLIES	197	172	192	266	300	600	600	200	200	
105168 531000 PROFESSIONAL DEVELOPMENT	651	170	91	-	300	-	-	500	500	
105168 531007 TRAVEL-FUEL	160	125	227	67	260	260	260	260	260	
105168 538000 COMPUTER SOFTWARE/SUPPORT	2,041	2,223	2,160	1,326	2,150	2,329	2,328	2,624	2,624	
105168 540000 EQUIPMENT PURCHASE	-	1,763	-	-	-	2,240	-	-	-	
<b>TOTAL PREGNAI Totals</b>	<b>\$ 142,003</b>	<b>\$ 139,323</b>	<b>\$ 162,912</b>	<b>\$ 117,303</b>	<b>\$ 176,651</b>	<b>\$ 178,784</b>	<b>\$ 173,429</b>	<b>\$ 177,933</b>	<b>\$ 177,933</b>	<b>\$ -</b>

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
105169 CARE CO CARE COORDINATION FOR CHILDREN										
105169 512100 SALARIES	\$ 68,292	\$ 69,666	\$ 82,644	\$ 54,664	\$ 87,417	\$ 88,547	\$ 88,503	\$ 90,009	\$ 90,009	
105169 518100 FICA 6.2%	3,917	3,979	4,792	3,204	5,419	5,419	5,144	5,581	5,581	
105169 518200 LOC. GOV. EMP. RETIREMENT	6,102	7,052	9,398	6,570	10,621	11,106	10,678	11,593	11,593	
105169 518300 HOSPITALIZATION-EMPLOYEE	8,927	8,059	10,926	6,762	12,211	12,211	11,187	12,043	12,043	
105169 518400 MEDICARE 1.45%	918	940	1,121	749	1,268	1,268	1,203	1,305	1,305	
105169 518600 LIFE INSURANCE-EMPLOYEE	39	38	46	28	48	50	49	49	49	
105169 518900 401(K) EMPLOYER CONTRIBUTION	1,237	1,292	1,531	1,009	1,749	1,749	1,643	1,800	1,800	
105169 526000 OFFICE SUPPLIES	195	244	134	246	200	493	600	200	200	
105169 531000 PROFESSIONAL DEVELOPMENT	716	(135)	81	-	400	-	-	500	500	
105169 531007 TRAVEL-FUEL	160	125	227	67	260	260	260	260	260	
105169 538000 COMPUTER SOFTWARE/SUPPORT	1,225	1,334	1,316	796	1,290	1,397	1,397	1,574	1,574	
105169 540000 EQUIPMENT PURCHASE	-	-	-	-	-	2,240	-	-	-	
<b>TOTAL CARE CO Totals</b>	<b>\$ 91,728</b>	<b>\$ 92,593</b>	<b>\$ 112,216</b>	<b>\$ 74,094</b>	<b>\$ 120,883</b>	<b>\$ 124,740</b>	<b>\$ 120,664</b>	<b>\$ 124,914</b>	<b>\$ 124,914</b>	<b>\$ -</b>

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
105180 ENVIRON ENVIRONMENTAL HEALTH										
105180 512100 SALARIES	\$ 414,608	\$ 410,875	\$ 478,323	\$ 312,240	\$ 495,966	\$ 512,309	\$ 512,304	\$ 532,899	\$ 532,899	
105180 512200 SALARIES-OVERTIME	2,341	292	3,714	3,065	2,000	3,066	3,065	3,500	3,500	
105180 512600 SALARIES-PART TIME	541	3,158	3,240	6,757	4,375	7,709	7,709	11,000	11,000	
105180 518100 FICA 6.2%	24,211	23,906	28,384	18,992	31,146	31,606	30,482	33,937	33,937	
105180 518200 LOC. GOV. EMP. RETIREMENT	37,303	41,939	55,182	38,697	60,504	63,454	62,985	69,090	69,090	
105180 518300 HOSPITALIZATION-EMPLOYEE	54,491	47,857	63,862	40,042	68,204	67,184	66,203	70,340	70,340	
105180 518400 MEDICARE 1.45%	5,672	5,650	6,640	4,442	7,284	7,392	7,129	7,938	7,938	
105180 518600 LIFE INSURANCE-EMPLOYEE	235	226	267	163	269	290	292	287	287	
105180 518700 WORKERS COMPENSATION INSURANCE	8,176	3,227	3,126	-	4,458	58	-	-	-	
105180 518900 401(K) EMPLOYER CONTRIBUTION	7,561	7,674	8,992	5,943	9,958	10,017	9,694	10,729	10,729	
105180 523100 EDUCATIONAL SUPPLIES	2,040	1,445	2,248	-	3,092	3,092	3,000	3,092	3,092	
105180 526000 OFFICE SUPPLIES	2,436	3,135	5,782	184	2,311	2,311	2,300	2,311	2,311	
105180 526001 FIELD SUPPLIES	1,878	2,483	3,106	1,907	2,674	2,674	2,670	4,174	4,174	
105180 526003 MOSQUITO SUPPLIES	2,496	1,493	1,505	10,381	1,000	10,600	10,481	17,000	17,000	
105180 531000 PROFESSIONAL DEVELOPMENT	1,850	323	741	493	4,850	4,820	4,600	4,850	4,850	
105180 531007 TRAVEL-FUEL	5,759	5,403	7,981	3,620	7,500	7,500	8,000	8,300	8,300	
105180 532100 TELEPHONE	5,809	5,843	5,926	3,196	5,798	5,798	5,594	6,980	6,980	
105180 532500 POSTAGE	682	682	682	-	682	682	682	682	682	
105180 534100 PRINTING	283	257	29	62	300	300	285	300	300	
105180 535200 MAINT/REPAIR-EQUIPMENT	411	985	464	709	1,000	1,000	1,000	1,000	1,000	
105180 535300 MAINT/REPAIR-VEHICLE	2,597	4,791	5,876	639	5,000	5,000	5,000	5,000	5,000	
105180 535303 MOSQUITO CONTROL-OPERATING EXP	167	56	4,020	2,449	3,510	3,510	3,500	10,485	10,485	
105180 537000 ADVERTISING	-	-	444	29	-	30	29	-	-	
105180 538000 COMPUTER SOFTWARE/SUPPORT	27,494	27,647	27,893	14,294	25,615	25,615	25,615	26,814	26,814	
105180 540000 EQUIPMENT PURCHASE	19,934	5,123	-	-	-	-	-	-	-	
105180 543000 RENTAL EQUIPMENT	4,677	4,521	4,439	2,765	5,116	5,116	5,116	2,278	2,278	
105180 544000 CONTRACT SERVICES	135	127	279	104	266	266	266	266	266	
105180 549100 DUES & SUBSCRIPTIONS	950	550	550	550	550	550	550	550	550	
<b>TOTAL ENVIROP Totals</b>	<b>\$ 634,739</b>	<b>\$ 609,666</b>	<b>\$ 723,698</b>	<b>\$ 471,722</b>	<b>\$ 753,428</b>	<b>\$ 781,949</b>	<b>\$ 778,551</b>	<b>\$ 833,802</b>	<b>\$ 833,802</b>	<b>\$ -</b>

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
105198 HEALTH- HEALTH-AIDS CONTROL										
105198 512100 SALARIES	\$ 33,320	\$ 30,062	\$ 36,285	\$ 22,514	\$ 43,315	\$ 41,315	\$ 41,000	\$ 40,689	\$ 40,689	
105198 518100 FICA 6.2%	1,912	1,721	2,104	1,320	2,686	2,686	2,600	2,523	2,523	
105198 518200 LOC. GOV. EMP. RETIREMENT	2,977	3,047	4,126	2,708	5,263	5,263	5,215	5,241	5,241	
105198 518300 HOSPITALIZATION-EMPLOYEE	4,351	3,494	4,797	2,739	6,051	6,051	6,020	5,444	5,444	
105198 518400 MEDICARE 1.45%	448	405	492	309	628	628	620	590	590	
105198 518600 LIFE INSURANCE-EMPLOYEE	19	17	20	11	24	24	22	22	22	
105198 518900 401(K) EMPLOYER CONTRIBUTION	603	559	672	416	866	866	840	814	814	
105198 523100 EDUCATIONAL SUPPLIES	357	1,042	821	294	595	579	579	566	566	
105198 523900 MEDICAL SUPPLIES	4,767	4,140	3,595	1,329	4,780	4,767	4,700	4,780	4,780	
105198 526000 OFFICE SUPPLIES	532	821	691	308	700	700	700	700	700	
105198 531000 PROFESSIONAL DEVELOPMENT	446	100	832	54	586	586	460	727	727	
105198 538000 COMPUTER SOFTWARE/SUPPORT	96	119	150	75	150	150	150	150	150	
105198 540000 EQUIPMENT PURCHASE	215	-	-	-	-	-	-	-	-	
105198 549100 DUES & SUBSCRIPTIONS	312	500	331	540	511	540	540	360	360	
<b>TOTAL HEALTH- Totals</b>	<b>\$ 50,355</b>	<b>\$ 46,027</b>	<b>\$ 54,916</b>	<b>\$ 32,616</b>	<b>\$ 66,155</b>	<b>\$ 64,155</b>	<b>\$ 63,446</b>	<b>\$ 62,606</b>	<b>\$ 62,606</b>	<b>\$ -</b>
<b>Totals</b>	<b>\$ 4,067,979</b>	<b>\$ 5,196,873</b>	<b>\$ 5,061,794</b>	<b>\$ 3,146,562</b>	<b>\$ 5,233,051</b>	<b>\$ 6,280,320</b>	<b>\$ 5,719,282</b>	<b>\$ 4,853,977</b>	<b>\$ 4,853,977</b>	<b>\$ -</b>

## VETERANS' SERVICES

The Veteran Service Officer assists veteran residents with accessing eligibility requirements, applying, and maintenance associated with VA Programs which include Disability Compensation, Disability Pension, Dependents and Survivor's Benefits, Disability and Indemnity Compensation, Death Pension, the VA Civilian Health and Medical Program, the Montgomery GI Bill, the Veterans Educational Assistance Program, Vocational Rehabilitation and Employment, Loan Guaranty, Life Insurance, and Burial Benefits.

Jennie Haddock, Veteran's Services Officer

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### Veteran's Service Officer

#### FULL-TIME POSITIONS AUTHORIZED

FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
1	1	1	1	

VETERAN'S ASSISTANCE	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ 44,155	\$ 45,344	\$ 45,344	\$ 45,435	
Benefits	\$ 23,214	\$ 24,664	\$ 24,664	\$ 24,693	
Operating	\$ 3,122	\$ 5,000	\$ 5,000	\$ 5,250	
Capital	\$ -	\$ -	\$ -	\$ 50	
<b>Totals</b>	<b>\$ 70,491</b>	<b>\$ 75,008</b>	<b>\$ 75,008</b>	<b>\$ 75,428</b>	<b>\$ -</b>

**VETERAN'S ASSISTANCE**

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
				ACTUALS	BUDGET	BUDGET				
SALARIES	\$ 46,277	\$ 47,740	\$ 44,112	\$ 25,288	\$ 45,344	\$ 45,344	\$ 45,344	\$ 45,334	\$ 45,345	
SALARIES-OVERTIME	-	110	43	87	-	-	90	90	90	
FICA 6.2%	2,813	2,891	2,633	1,518	2,811	2,811	2,710	2,811	2,811	
LOC. GOV. EMP. RETIREMENT	4,169	4,901	4,909	3,081	5,509	5,509	5,515	5,840	5,840	
HOSPITALIZATION-EMPLOYEE	6,320	9,272	14,040	9,293	14,668	14,668	13,192	14,040	14,392	
MEDICARE 1.45%	658	676	616	355	657	657	632	657	657	
LIFE INSURANCE-EMPLOYEE	26	24	19	11	30	30	22	30	30	
WORKERS COMPENSATION INSURANCE	151	146	139	44	82	82	56	56	56	
401(K) EMPLOYER CONTRIBUTION	463	689	858	508	907	907	909	907	907	
OFFICE SUPPLIES	87	761	468	160	500	500	500	500	500	
PROFESSIONAL DEVELOPMENT	75	302	294	768	1,400	1,400	1,400	1,400	1,400	
TRAVEL	-	-	9	-	300	300	300	500	600	
ADVERTISING/PROMOTIONS	-	-	479	191	500	500	500	500	500	
COMPUTER SOFTWARE/SUPPORT	216	216	681	-	750	750	750	750	750	
EQUIPMENT PURCHASES	-	3,938	-	272	300	300	300	300	300	
CONTRACT SERVICES	1,029	1,165	1,191	811	1,200	1,200	1,200	1,200	1,200	
DUES & SUBCRIPTIONS	-	-	-	-	50	50	50	-	50	
<b>Totals</b>	<b>\$ 62,285</b>	<b>\$ 72,832</b>	<b>\$ 70,491</b>	<b>\$ 42,388</b>	<b>\$ 75,008</b>	<b>\$ 75,008</b>	<b>\$ 73,470</b>	<b>\$ 74,915</b>	<b>\$ 75,428</b>	<b>\$ -</b>

## AREA MENTAL HEALTH & TRANSPORTATION

In North Carolina public services for the treatment of mental illness, developmental disabilities, and substance abuse are a shared responsibility of the state and local governments. Both levels of government provide and fund services, and both make policies governing service provision. However, state government dominates the policy arena and allocates the majority of funds spent on services. In turn, public services are delivered primarily at the community level through a network of service providers managed and monitored by local governments or units of local government called area authorities (the short term used for area mental health, developmental disabilities, and substance abuse authorities) and county programs (the short term used for county mental health, developmental disabilities, and substance abuse programs).

Area authorities and county programs are the governance and administrative structures available to counties for carrying out their legal responsibility to provide publicly funded mental health, developmental disabilities, and substance abuse (MH/DD/SA) services. Although the North Carolina General Assembly has designated and defined these structures, determined their powers and duties, and their relationship to county government, it is up to each county to choose a particular structure, establish it either singly or jointly with other counties, approve its business plan, fund it, and monitor its performance.

Every county must provide mental health, developmental disabilities, and substance abuse services through either an area authority or county program (G.S. 122C-115(a)). Beaufort County has chosen the multi-county authority option provided by Trillium Health Resources.

Beaufort County also provides funding for the Beaufort County Developmental Center (BCDC). BCDC offers services for Beaufort County children and adults with a broad range of intellectual and developmental disabilities. The services include adult day support, day activity, vocational development and job placement services, residential programming and housing, and childcare.

BCDC also serves as the County’s “lead” transportation provider. This is done through Beaufort Area Transit System (BATS) to provide specialized medical transportation for the elderly, disabled and economically disadvantaged.

MENTAL HEALTH	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Beaufort Area Transit	\$ 193,750	\$ 193,750	\$ 193,750	\$ 193,750	\$ -
BC Developmental Center	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ -
BC Elderly/Handicap Transit	\$ 87,846	\$ 81,868	\$ 81,868	\$ 101,976	\$ -
NCDOT Rural Grant Exp.	\$ 85,331	\$ 108,820	\$ 108,820	\$ 99,212	\$ -
CJP Passages	\$ 18,038	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
ECBH Alcohol Treatment	\$ 16,715	\$ 20,000	\$ 20,000	\$ 20,000	\$ -
Trillium Health Grant Exp.	\$ 157,000	\$ 157,000	\$ 157,000	\$ 157,000	\$ -
<b>Totals</b>	<b>\$ 613,680</b>	<b>\$ 666,438</b>	<b>\$ 666,438</b>	<b>\$ 676,938</b>	<b>\$ -</b>

**MENTAL HEALTH**

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
BEAUFORT AREA TRAN.SYSTEM-BATS	\$ 193,750	\$ 193,750	\$ 193,750	\$ 193,750	\$ 193,750	\$ 193,750	\$ 193,750	\$ 193,750	\$ 193,750	\$ -
BC DEVELOPMENTAL CENTER	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	
BCDC-NC ELDERLY/HAND.TRANS.	96,656	-	87,846	101,976	81,868	81,868	101,976	101,976	101,976	
NC DOT-RURAL GENERAL PUBLIC	94,032	-	85,331	99,212	108,820	108,820	99,212	99,212	99,212	
CJP - PASSAGES	36,907	28,803	18,038	20,003	50,000	50,000	50,000	50,000	50,000	
E.C.B.H.-ALCOHOL TREATMENT	22,053	31,818	16,715	15,378	20,000	20,000	20,000	20,000	20,000	
TRILLIUM HEALTH RESOURCES	157,000	157,000	157,000	78,500	157,000	157,000	157,000	157,000	157,000	
<b>Totals</b>	<b>\$ 655,398</b>	<b>\$ 466,371</b>	<b>\$ 613,680</b>	<b>\$ 563,819</b>	<b>\$ 666,438</b>	<b>\$ 666,438</b>	<b>\$ 676,938</b>	<b>\$ 676,938</b>	<b>\$ 676,938</b>	<b>\$ -</b>

## Cooperative Extension

The Cooperative Extension Service is a partnership between the county, North Carolina State University and North Carolina A & T State University that exists to bring research based information to help improve the quality of life in Beaufort County. This assistance is provided in the areas of family and consumer science education, 4-H and youth development, and agriculture.

### Accomplishments:

Beaufort County farmers and agribusinesses receive great value from extension programs. Whether the platform involves one-on-one problem-solving, winter educational meetings, or large scale field day events, we strive to deliver educational programs which benefit agriculture in the county and region. We work hard to educate growers and landowners about environmental stewardship, and the proper use of fertilizers and pesticides, in order to protect individual and publicly-owned properties and waters. Our on-farm demonstration program brings new technologies to light, so farmers can decide if implementation is feasible and profitable. We represent the only source of unbiased, research-based information available to growers in an industry that represents over \$120,000,000 each year to the county economy.

Rod Gurganus, Extension Director

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Family and Consumer Sciences (FCS) takes a holistic approach to the development of programming that is designed to improve the well-being of Beaufort County residents. The FCS Agent plans, implements and evaluates research-based educational programs tied to community needs and directed toward families and individuals. The core of Beaufort County FCS programs is nutrition, health, food safety, food preservation, and local foods systems. Thus, the Extension Agent with FCS responsibilities shares evidence-based programming in to improve the everyday knowledge and skills of families as it relates to selection, preparation and storage of safe, healthy food.

Homeowners in Beaufort County rely on Extension Agents for educational programs related to vegetable gardens and landscapes. With so many products available commercially, questions about product selection and use for various disease and insect issues in the yard are addressed each year with advice specific to our growing conditions and climate. In addition, variety selection for grasses, trees, and shrubs are aided through consultation with our knowledgeable staff, which includes our highly trained "Master Gardener" volunteers. The safe and environmentally-sound use of pesticides and fertilizers is a major part of our work in consumer and commercial horticulture.

As an informal educational program 4-H is open to all young people in Beaufort County between the ages of 5 through 18. Trained volunteers serve as mentors and coaches as they guide youth and develop new skills while having fun learning through over 260 areas of 4-H curriculum. The Beaufort County 4-H Program is a real asset to Beaufort County. For over 100 years, 4-H has been working to produce well-rounded, productive, and responsible citizens. 4-H embodies many program areas, including traditional community 4-H clubs and project clubs, special interest programs, 4-H camps and school enrichment curricula.

### Goals, Targets, and Performance Objectives:

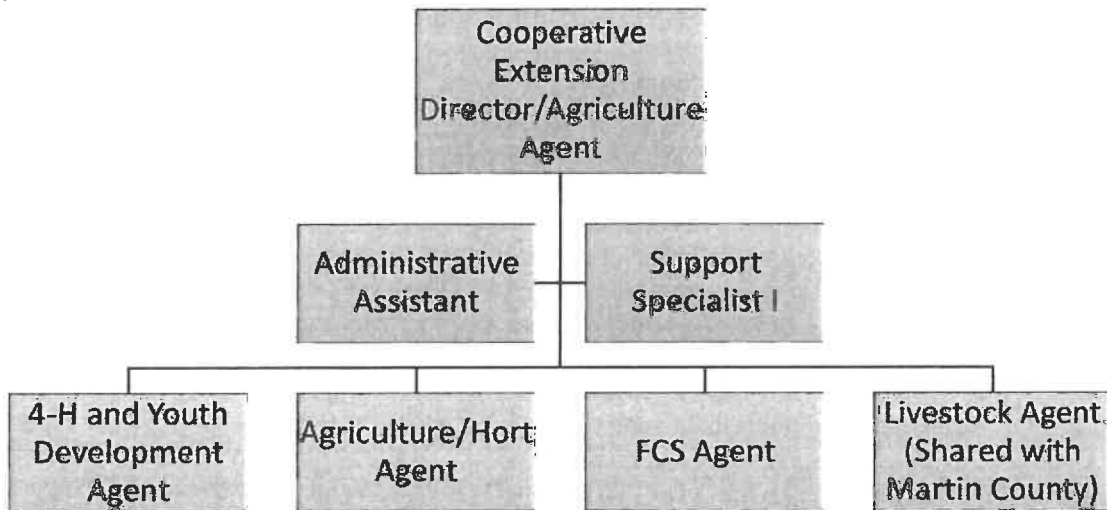
We will continue our strong Agricultural, Family and Consumer Science, and 4-H programs in the county and region. Working with our County Advisory Council, we will identify those issues most important to our clientele and county government officials, and work to address them in the best manner.

In agriculture, we will continue to offer educational meetings each winter for growers to maintain or acquire their pesticide applicator license. Other educational events will occur regarding topics related to agricultural crop production and environmental stewardship. We will maintain our on-farm testing and demonstration program for corn, cotton, soybeans, and wheat. We will also be involved in the annual Blackland Farm Managers Tour, which has grown to become the largest event of this kind in North Carolina. We will continue our efforts to help farmers identify problems related to pests and weather. We will continue to learn and implement advanced forms of communication with the farmers in the county, such as video and social media. We are also enhancing our efforts to educate the non-farming citizens of Beaufort County about agriculture, and its importance to the county.

Our Family and Consumer Science (FCS) program will continue to offer new classes to demonstrate nutritional eating and food safety. We will continue to upgrade our facilities and equipment to provide a better experience for participants. We will also continue to utilize video and social media to expand our audience and offer more convenience for those unable to attend a class in person. The FCS agent will continue to offer “train the trainer” opportunities for other agencies.

Efforts toward consumer horticulture education will continue to grow. We will focus additional energies toward the development of educational programs and technical assistance for commercial landscapers. The Master Gardener program will be training new volunteers. We are enhancing the demonstration garden to provide more outside “hands-on” opportunities for homeowners and gardeners to learn how to properly manage their lawns, landscapes, fruit trees, and vegetable gardens.

Beaufort County 4-H agents will be pushing to grow 4-H Club participation throughout the county this year. Our goals will be to help eliminate barriers to youth participation in 4-H, to engage 4-H teens to meet local programming needs, and to have an increase in youth and adult involvement in the local, county, district, state and national 4-H events and activities.



COOPERATIVE EXTENSION	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ 6,300	\$ -	\$ -	\$ -	\$ -
Benefits	\$ 482	\$ -	\$ -	\$ -	\$ -
Operating	\$ 264,427	\$ 287,564	\$ 287,564	\$ 314,286	\$ -
Capital	\$ 3,600	\$ 64,000	\$ 141,657	\$ -	\$ -
Totals	\$ 274,810	\$ 351,564	\$ 429,221	\$ 314,286	\$ -

**COOPERATIVE EXTENSION**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
SALARIES	\$ -	\$ 3,600	\$ 6,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FICA 6.2%	-	223	391	-	-	-	-	-	-	-
MEDICARE 1.45%	-	52	91	-	-	-	-	-	-	-
NCSU-PERSONNEL CONTRACT	226,693	232,155	227,175	146,734	245,380	245,380	227,332	263,771	266,872	
CAPITAL OUTLAY-GASB 87	-	-	3,600	-	-	-	-	-	-	-
OFFICE SUPPLIES	4,560	4,446	5,297	1,440	5,000	5,000	5,000	5,000	5,000	
PROFESSIONAL DEVELOPMENT	4,870	3,566	6,538	3,723	8,000	8,000	8,000	10,000	10,000	
TRAVEL-FUEL	1,891	1,377	2,073	982	2,500	2,500	2,500	4,000	4,000	
TELEPHONE	1,789	1,462	1,896	965	2,100	2,100	2,100	2,100	2,100	
MAINT/REPAIR-EQUIPMENT	763	989	1,599	681	1,500	1,500	1,500	3,000	1,500	
MAINT/REPAIR-VEHICLE	382	1,345	1,251	515	1,500	1,500	1,500	1,500	1,500	
TEMPORARY EMP.SERVICES	480	120	360	-	360	360	120	360	360	
68 VOLUNTARY AG DISTRICT	-	52	-	-	104	104	-	104	104	
4-H PROGRAM SUPPORT	3,758	3,008	3,250	1,562	3,250	3,250	3,250	3,500	3,500	
EQUIPMENT PURCHASE	-	2,458	-	-	-	-	-	-	-	
RENTAL EQUIPMENT	2,993	2,960	3,000	4,200	4,200	4,200	4,200	4,200	4,200	
CONTRACT SERVICES	5,847	5,926	5,467	6,683	6,500	6,916	6,916	7,520	7,520	
LIAB.INS.-AGENTS	170	170	170	-	170	170	170	170	170	
DUES & SUBSCRIPTIONS	530	412	458	550	1,000	1,000	500	1,100	1,100	
AGRICULTURE PROGRAMMING	-	-	2,000	1,795	2,000	2,000	2,000	3,500	2,120	
HORTICULTURE PROGRAMMING	-	-	1,897	889	2,000	1,584	2,000	3,500	2,120	
FAMILY & CONSUMER SCIENCE PROG	-	-	1,996	-	2,000	2,000	2,000	3,500	2,120	
CAPITAL OUTLAY-EQUIPMENT	-	-	-	132,700	64,000	141,657	-	-	-	
<b>TOTAL</b>	<b>\$ 254,725</b>	<b>\$ 264,322</b>	<b>\$ 274,810</b>	<b>\$ 303,417</b>	<b>\$ 351,564</b>	<b>\$ 429,221</b>	<b>\$ 269,088</b>	<b>\$ 316,825</b>	<b>\$ 314,286</b>	<b>\$ -</b>

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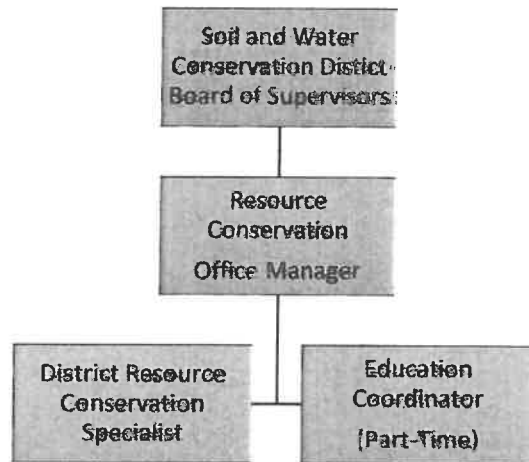
# SOIL AND WATER CONSERVATION DISTRICT

The Beaufort Soil and Water Conservation District is a governmental subdivision of the State, a public body corporate and politic, organized in accordance with the provisions of Chapter 139 of the General Statutes of North Carolina. Under this law, the District has the responsibility of conserving soil, water, and related natural resources within the District's boundary. This is accomplished by assisting landowners/operators with the installation of best management practices offered through state and federal programs. The District's Board is comprised of five Supervisors: three elected by the general population and two appointed by the NC Soil and Water Conservation Commission on recommendation by the District's Board of Supervisors. The District's Board of Supervisors meet monthly, excluding July and August, on the third Monday at 5:30 P.M. Annual and long-range plans of conservation and development within the District's boundaries are developed and carried out with the assistance of local, state, and federal agencies. A conservation education program is coordinated and executed for Grades K-12 through local public and private schools as well as home schools. Opportunities to conduct adult education and outreach on available programs to assist landowners, farmers, and the public are also offered. District staff members consist of one Resource Conservation Office Manager, one District Resource Conservation Specialist, and one part-time Education Coordinator.

Ann L. Williams, Resource Conservation  
Office Manager

Agricultural Center  
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### FULL-TIME POSITIONS AUTHORIZED

FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
2	2	2	2	

SOIL & WATER CONSERVATION	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ 107,901	\$ 109,375	\$ 109,375	\$ 109,371	\$ -
Benefits	\$ 34,535	\$ 37,234	\$ 37,234	\$ 37,489	\$ -
Operating	\$ 23,439	\$ 30,587	\$ 30,587	\$ 31,794	\$ -
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals</b>	<b>\$ 165,875</b>	<b>\$ 177,196</b>	<b>\$ 177,196</b>	<b>\$ 178,654</b>	<b>\$ -</b>

## SOIL AND WATER CONSERVATION DISTRICT

For Fiscal/Program Year 2022-2023:

During PY 2022-2023, the District was allocated a total of \$74,958.00 by the NC Soil and Water Conservation Commission for Agriculture Cost Share Program (ACSP) practices. The initial allocation of \$46,645.00 was received in July 2022. A supplemental allocation of \$28,313.00 was received in March 2023. With the allocations received, the District's Board of Supervisors approved two cover crop contracts, one water control structure contract, one residue and tillage management contract, and one land smoothing contract.

During PY 2022-2023, the District was allocated \$11,000.00 in July 2022 by the NC Soil and Water Conservation Commission for Agricultural Water Resources Assistance Program (AgWRAP) practices. In March 2023, the District was awarded an additional \$3,974.00. With a total allocation of \$14,974.00, the District's Board of Supervisors approved two contracts for irrigation wells.

The Annual Spot Check and Conservation Tour of installed best management practices still under maintenance agreements was conducted on February 8, 2023 by the District's Board Chairman and District Resource Conservation Specialist.

The Beaufort Soil and Water Conservation District will apply for cost share program allocations for the Agriculture Cost Share Program (ACSP), the Agricultural Water Resources Assistance Program (AgWRAP), and the Community Conservation Assistance Program (CCAP) prior to June 1, 2023. Allocations awarded for these programs, by the NC Soil and Water Conservation Commission, will be announced in July/August 2023. The funds allocated will be available to assist Beaufort County farmers and landowners with the installation of best management practices that will decrease the amount of sediment, nutrients, nitrogen, phosphorus, chemicals, and other pollutants entering the surface and ground waters of the state. Funds through AgWRAP will help increase water use efficiency, availability, and storage in addition to conserving and protecting water resources. For PY 2023-2024, that begins on July 1, 2023, farmers, landowners, and operators may apply for cost share assistance to install conservation practices such as residue and tillage management, precision nutrient management, precision agricultural application, cover crops, land smoothing, water control structures, agricultural pond restoration/repair/sediment removal, lagoon closures, rain gardens, irrigation wells, well closures, and agricultural water supply ponds.

Through the 2020 Watershed Restoration Project, 260,600 linear feet of storm damaged streams and creeks have been cleared of debris in Beaufort County. Phase I of the project cleared 127,700 linear feet from damaged waterways and was completed during March 2022. Phase II of the project cleared 56,600 linear feet from damaged waterways and was completed during February 2022. Phase III of the project cleared 76,300 linear feet from damaged waterways and was completed during February 2023. Phase IV work is underway with a completion date scheduled in November 2023. Contractors secured by bid to accomplish this work were R.D.C. Debris Removal Construction LLC, J & J Environmental, Hall American Property Pros, and Landscaping Unlimited.

In June 2022, the District was also awarded funds through the Streamflow Rehabilitation Assistance Program (StRAP) for additional storm debris removal projects. The initial phase of the project cleared 22,329 linear feet from damaged waterways and was completed during February 2023. A Request for Proposals, for Phase II of the project, is scheduled for release in March 2023. The contractor secured by bid to accomplish the initial phase of this project was R.D.C. Debris Removal Construction LLC.

COVID-19 Pandemic restrictions continued to ease during FY 2022-2023. The District's educational events are back on track. Those events were:

- **Annual Dan Windley Environmental Field Days** (November 7-9, 2022) – Approximately 600 students, teachers, and chaperones participated in the environmental field days event at Goose Creek State Park through learning stations that focused on soils, aquatics, wildlife, forestry, wetlands, and conservation.
- **Area 5 Envirothon Training Day** (March 2, 2023) – The Envirothon Training Day at Goose Creek State Park was well attended with approximately 65 students, teachers, and chaperones participating.
- **Areas 5 & 6 Coastal Envirothon** (March 14, 2023) – Four Beaufort County middle school teams and three Beaufort County high school teams participated in the Coastal Envirothon event at Weyerhaeuser's Cool Springs Environmental Education Center in New Bern. All seven teams were among the top seven achieving the highest scores and became eligible for participation in the NC Envirothon to be held April 29-30, 2023.
- **2023 Poster and Essay Contests** – Beaufort County students in Grades 3 through 5 participated in the 2023 Poster Contest and students in Grade 6 participated in the Essay Contest. Winning posters and essays at the District level were forwarded to the Area level. Winning posters and essays from the Area level will be forwarded to the state level. The state's competition will be held during May 2023.
- **The Resource Conservation Workshop** (June 25-30, 2023) – A Beaufort County rising sophomore, junior, or senior will be selected to participate in this yearly workshop.
- **Stewardship Week** (April 30-May 7, 2023) – Informational items with this year's theme "One Water" will be distributed at various Beaufort County locations.

The District's newsletter was compiled and forwarded through email/paper copies to approximately 300 local landowners, farmers, partnering agencies, county leaders, and local businesses. The newsletter is also available on the Beaufort County website.

For FY 2023-2024, the District anticipates that operations will continue as they did during FY 2022-2023. Revisions to the District's annual Strategy Plan are underway. Revisions to the District's Business Plan and Long-Range Plan will begin during the summer of 2023. Educational opportunities will be provided as well.

**SOIL/WATER CONSERVATION**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
SALARIES	\$ 79,257	\$ 86,090	\$ 94,650	\$ 53,890	\$ 96,606	\$ 96,606	\$ 96,606	\$ 95,968	\$ 95,968	
SALARIES-OVERTIME	271	32	582	-	100	100	100	100	100	
SALARIES-PART TIME	12,177	12,802	12,669	7,775	12,669	12,669	13,303	13,303	13,303	
FICA 6.2%	5,385	5,921	6,480	3,710	6,781	6,781	6,781	6,781	6,781	
LOC. GOV. EMP. RETIREMENT	7,165	8,818	10,568	6,542	11,750	11,750	11,750	12,374	12,374	
HOSPITALIZATION-EMPLOYEE	12,121	12,631	14,290	8,818	14,668	14,668	14,668	14,040	14,392	
MEDICARE 1.45%	1,280	1,385	1,515	868	1,586	1,586	1,586	1,586	1,586	
LIFE INSURANCE-EMPLOYEE	48	47	49	29	60	60	60	60	60	
WORKERS COMPENSATION INSURANCE	831	293	278	289	455	455	455	589	375	
401(K) EMPLOYER CONTRIBUTION	1,136	1,258	1,354	790	1,934	1,934	1,934	1,921	1,921	
OFFICE SUPPLIES	1,457	2,209	1,392	576	1,535	1,535	1,535	1,535	1,535	
PROFESSIONAL DEVELOPMENT	4,049	504	1,485	2,463	8,658	8,658	5,831	8,753	8,753	
TRAVEL-FUEL	1,003	1,062	1,871	202	1,440	1,440	1,726	1,584	1,584	
TELEPHONE	3,202	3,314	2,564	950	4,000	4,000	3,006	3,516	3,516	
PRINTING	202	103	103	111	275	275	275	325	325	
MAINT/REPAIR-EQUIPMENT	-	-	-	-	300	300	-	300	300	
MAINT/REPAIR-VEHICLE	365	336	76	-	800	800	90	1,000	1,000	
COMPUTER SOFTWARE/SUPPORT	648	648	693	-	650	650	711	711	800	
LEGAL ADVERTISING	(166)	-	-	-	-	-	-	-	-	
INFORMATION/EDUCATION COSTS	4,163	1,703	8,405	3,151	8,155	8,155	7,535	8,985	8,985	
EQUIPMENT PURCHASE	2,481	2,614	2,781	-	-	-	-	-	-	
CONTRACT SERVICES	3,600	4,441	2,918	1,499	3,140	3,140	3,140	3,440	3,440	
DUES & SUBSCRIPTIONS	1,298	1,148	1,153	450	1,434	1,434	1,350	1,356	1,356	
COUNTY BEAVER BOUNTY PROGRAM	50	140	-	-	200	200	-	200	200	
<b>Totals</b>	<b>\$ 142,023</b>	<b>\$ 147,497</b>	<b>\$ 165,875</b>	<b>\$ 92,114</b>	<b>\$ 177,196</b>	<b>\$ 177,196</b>	<b>\$ 172,442</b>	<b>\$ 178,427</b>	<b>\$ 178,654</b>	<b>\$ -</b>

## YOUTH SERVICES

This cost center is used to account for programs geared toward Beaufort County youth. Some expenditures listed below are pass through grant funds while others are funded with general fund dollars.

**JCPC Program** - This program is funded by the NC Department of Public Safety, Adult Correction and Juvenile Justice. These funds pass through Beaufort County for the purpose of assessing needs of youth in the community, giving particular attention to the needs of status offenders on a continuing basis. These funds assist in planning and administering community-based alternatives to training schools and delinquency prevention programs. The following area agencies currently receive funding through JCPC: Horizon, Cornerstone, Pamlico Pals, Becoming a Man (CARE), Mediation Center of Eastern Inc., Helping Youth Pursue Excellence (HYPE) and 4-H. A 10% local match is required.

**Boys & Girls Club** - The Boys & Girls Club is a national organization of local chapters that provide after-school programs for area youth, focusing on academic success, good character & citizenship, and healthy lifestyles.

**Pamlico Pals** - Pamlico Pals is a local one-on-one volunteer program. It is a community mentoring initiative that matches adult mentors from the area with at-risk and court involved youth, ages 7-17. The adult and youth agree to spend at least 8 hours a month for one year participating in appropriate group activities and outings in which the youth learn group skills such as communication, problem solving and collaboration.

YOUTH SERVICES	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Pamlico Pals	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ -
Boys & Girls Club	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ -
JCPC	\$ 203,827	\$ 204,187	\$ 204,187	\$ 204,187	\$ -
Totals	\$ 245,827	\$ 246,187	\$ 246,187	\$ 246,187	\$ -

**YOUTH SERVICES**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
PAMLICO PALS	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
BOYS/GIRLS CLUB	40,000	40,000	40,000	-	40,000	40,000	40,000	40,000	40,000	40,000
CBA-COMMUNITY BASED ALTERN.	200,077	238,351	203,827	116,695	204,187	204,187	204,187	204,187	204,187	204,187
REPAY CBA-PRIOR YEAR	811	-	-	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 242,888</b>	<b>\$ 280,351</b>	<b>\$ 245,827</b>	<b>\$ 118,695</b>	<b>\$ 246,187</b>	<b>\$ 246,187</b>	<b>\$ 246,187</b>	<b>\$ 246,187</b>	<b>\$ 246,187</b>	<b>\$ -</b>

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: Pamlico Pals

Amount Requested \$ 2,000

	FY 2021-22 Actual	FY 2022-23 Budget	FY 2021-22 Estimated Actual Expenses	FY2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	2,000	2,000		2,000
Federal	0	0		0
State	21,163	21,163		21,163
Cities/Towns	2,117	2,117		2,117
United Way	3,600	4,200		5,000
Other Counties excluding Beaufort County	0	0		
Other:	0	0		0
Donations/Fundraisers				
Fees/Dues	0	0		0
Sales	0	0		0
Miscellaneous	0	0		0
Beginning Balance (Deficit)	29,298	25,829		18,534
<b>TOTAL:</b>	56,178	55,309		30,280
<b>EXPENSES:</b>				
Salaries and Benefits	29,344	29,344	29,344	
Program Services	12,201	13,000	4,000	
Contractual Services	2,800	2,800	2,800	
Commodities & Supplies	1,500	2,000	1,500	
Fundraisers	0	0	0	
Capital	0	0	0	
Other	0	0	0	
<b>TOTAL:</b>	45,845	47,144	37,644	

Organizational Data

President: N/A  
 Executive Director: Shont'e Mason  
 Treasurer: N/A  
 Other Officers: N/A

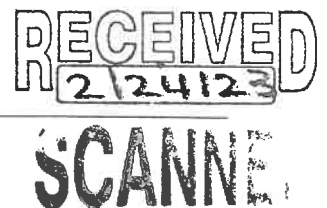
Completed by: Shont'e Mason  
 (Signature)

Date: 02/23/2023

Shont'e Mason  
 (Name)

Executive Director  
 (Title)

Phone: 252-327-8923



Beaufort County, North Carolina  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: Pamlico Pals

1. WHOM DO YOU SERVE? Youth ages 7-18 throughout Beaufort County	Fiscal 2021-22 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	21	35	35
1a. Total continuing from previous fiscal year	0	0	0
1b. Total new for the year	21	35	35
1c. Total terminated during the year	21	35	35
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington	15	25	25
2b. Washington Park	0	0	0
2c. Chocowinity	6	5	5
2d. Bath	0	0	0
2e. Belhaven	0	0	0
2f. Aurora	0	5	5
2g. Pantego	0	0	0
2h. Pinetown	0	0	0
2i. Outside Beaufort County or Unknown	0	0	0
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age	0	0	0
3b. 5 through 12 years of age	2	5	5
3c. 13 through 17 years of age	19	30	30
3d. 18 through 29 years of age	0	0	0

3e. 30 through 64 years of age	0	0	0
3f. 65 and over	0	0	0
3g. Not known or not applicable	0	0	0
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)	n/a	n/a	n/a
4b. At or near poverty level	n/a	n/a	n/a
4c. Middle income (\$30,000)	n/a	n/a	n/a
4d. Upper income (\$60,000)	n/a	n/a	n/a
4e. Not known or not applicable	n/a	n/a	n/a
5. SEX TOTAL:			
5a. Male	6	15	15
5b. Female	14	20	20
5c. Not recorded	0	0	0

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**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: Boys & Girls Clubs of the Coastal Plain

Amount Requested: \$40,000

	FY 2021-22 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	<b>40,000</b>	40,000	40,000	<b>40,000</b>
Federal	<b>50,000</b>	50,000	100,000	<b>80,000</b>
State				
Cities/Towns	<b>10,500</b>	10,500	16,000	<b>15,000</b>
United Way	<b>15,000</b>	15,000	1,600	<b>15,000</b>
Other Counties excluding Beaufort County				
Other:		150,000	120,000	<b>150,000</b>
Donations/Fundraisers	<b>150,000</b>			
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
<b>TOTAL:</b>	<b>265,500</b>	265,500	277,600	<b>300,000</b>
<b>EXPENSES:</b>		180,000	250,000	<b>220,000</b>
Salaries and Benefits	<b>180,000</b>			
Program Services	<b>15,000</b>	15,000	24,000	<b>20,000</b>
Contractual Services				
Commodities & Supplies	<b>25,000</b>	25,000	45,000	<b>40,000</b>
Fundraisers	<b>500</b>	500	1,000	<b>1,000</b>
Capital				
Other	<b>15,000</b>	15,000	20,000	<b>19,000</b>
<b>TOTAL:</b>	<b>235,500</b>	235,500	340,000	<b>300,000</b>

Organizational Data

President: Mark Holtzman

Executive Director: N/A

Treasurer: Tim Pate

Other Officers: Chair – Michael Columbo, Vice-Chair – Katrina Arnold, Secretary – Alan Leary

Completed by: Carrie Dale Purnell  
 (Signature)

Date: 3/17/23

Carrie Dale Purnell  
 (Name)

CFO  
 (Title)

Phone: 252-933-1193

**RECEIVED**  
 3/20/23

# Beaufort County, North Carolina

## PROGRAM PARTICIPANTS STATISTICS

*Budget Form 2*

Agency: Boys & Girls Clubs of the Coastal Plain

1. WHOM DO YOU SERVE?	Fiscal 2021-22 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> <b>TOTAL:</b>	239	160	200
1a. Total continuing from previous fiscal year	149	120	150
1b. Total new for the year	90	40	50
1c. Total terminated during the year	0	0	0
<b>2. RESIDENCE OF PARTICIPANTS TOTAL:</b>	239	160	200
2a. Washington	137	120	130
2b. Washington Park	0	0	0
2c. Chocowinity	16	10	15
2d. Bath	1	0	0
2e. Belhaven	63	30	45
2f. Aurora	0	0	0
2g. Pantego	21	0	10
2h. Pinetown	1	0	0
2i. Outside Beaufort County or Unknown	0	0	0
<b>3. AGE GROUP TOTAL:</b>	239	160	200
3a. Infants through 4 years of age	0	0	0
3b. 5 through 12 years of age	156	100	150
3c. 13 through 17 years of age	83	60	50
3d. 18 through 29 years of age	0	0	0
3e. 30 through 64 years of age	0	0	0
3f. 65 and over	0	0	0
3g. Not known or not applicable	0	0	0
<b>4. INCOME OF PARTICIPANTS TOTAL:</b>	239	160	200
4a. Below official poverty level (\$12,000)	121	25	100
4b. At or near poverty level	52	95	60
4c. Middle income (\$30,000)	66	40	40
4d. Upper income (\$60,000)	0	0	0
4e. Not known or not applicable	0	0	0
<b>5. SEX TOTAL:</b>	239	160	200
5a. Male	132	90	140
5b. Female	107	70	60
5c. Not recorded	0	0	0

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Boys & Girls Clubs of the Coastal Plain

Contact Information: Will Chriscoe, Chief Development Officer  
621 W. Fire Tower Road, Winterville NC 28590  
grants@bgccp.com (844) 440-2717 ext. 225

Amount Requested: \$40,000

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Boys & Girls Clubs of the Coastal Plain's Washington and Belhaven Units are grateful for the previous financial support provided by Beaufort County. We respectfully request an investment of \$40,000 for the 2023-24 fiscal year to support Formula for Impact program costs which allows us to keep the Club open and serving youth, both during the academic year and the summer. An investment by the County of Beaufort will allow our Club members to have the academic tools and resources they need for success. With this investment, young people will have the opportunity to participate in afterschool and summer learning loss prevention programming in a safe, fun environment, which can level the playing field for some of the county's most underserved and at-risk young people.

Our services are needed now more than ever. Beaufort County ranks 80<sup>th</sup> of 100 counties in Health Outcomes in our state, according to the 2022 County Health Rankings. Beaufort County ranks 99<sup>th</sup> in NC in Overall Youth Behavior and Safety, including 91<sup>st</sup> in Juvenile Delinquency. Only slightly more than half of all 3<sup>rd</sup> graders are reading proficient. 98% of Beaufort County Club youth live in poverty, and 69% are from single-parent homes.

Our Washington Unit has an annual membership of 136 members, and our Belhaven Unit has 78 members, ages 6-18. We serve approximately 85 members daily. Of those, 43% are female and 57% are male; 86% are African American, 4% are Caucasian, 5% are Hispanic, and 5% are Bi-racial; 97% qualify for free or reduced school lunch; 74% live in a home with an annual household income below \$25,000; and 62% of members come from single-parent homes. We serve kids that need us most.

The Clubs, located in Washington and Belhaven, are open from 2:30-7:00pm, Monday through Friday during the school year and from 7:00am – 6:00pm during non-school days (teacher workdays, ½ school days, and some holidays), and summer. Other options for afterschool care would far exceed the annual membership fee of \$100 for the academic year, and free summer membership. No child is ever turned away for the inability to pay the membership fee.

Boys & Girls Clubs programs help youth to achieve success in three Priority Outcome Areas: Academic Success, Healthy Lifestyles, and Good Character & Citizenship.

#### Academic Success:

- Power Hour – helps Club members achieve academic success by providing homework help, tutoring, and high-yield learning activities, and encouraging members to become self-directed learners.
- STEM – through various partnerships with organizations such as the Beaufort Police Activities League and NC Estuaries, STEM opportunities are offered to Club members year-round.
- Summer Brain Gain – a national initiative presented by Boys & Girls Clubs of America. Club members will engage in cross-curricular activities designed to lessen the effects of summer learning loss. The program is centered on fun, theme-based activities designed to mitigate summer learning loss for early and upper elementary, middle, and high school youth. Each Common Core aligned learning module provides engaging project-based activities, with an emphasis on math, literacy, and 21<sup>st</sup> century skills.

#### Healthy Lifestyles:

- Child and Adult Care Food Program (CACFP) – a USDA-funded program that provides reimbursement dollars to organizations that feed their selected population. Participating organizations must meet the USDA guidelines in regard to the types of food served, portion size, and serving times. All youth in the organization benefit from this program, with the ability to receive a snack and dinner daily. In 2022, 22,500 healthy meals and 13,500 healthy snacks were served to Club members at the Washington and Belhaven Units. In a county where 1 in 5 of its youth below age 18 living in food-insecure households, the ability to receive these meals and snacks at the Club is crucial to Club members.
- Triple Play – a Boys & Girls Clubs of America’s comprehensive health and wellness initiative that strives to improve the overall health of members by increasing their daily physical activity, teaching them good nutrition and helping them develop healthy relationships.
- SMART Moves – is a nationally acclaimed prevention program. The program exposes youth to various activities designed to hone their decision-making and critical-thinking skills, as well as learn how to avoid and/or resist alcohol, tobacco, other drugs, as well as premature sexual activity. Newly added modules include social and emotional health, inclusion, and equity.
  - Social Emotion Wellness – an additional module of SMART Moves, Social Emotional Wellness helps young people develop foundational social-emotional skills.
  - Substance Use – this module gives young people a chance to practice the foundational skills designed to influence attitudes and teach skills youth need to make healthy decisions about substance use.

#### Good Character & Citizenship:

- Torch Club – a chartered small-group leadership and service club for boys and girls ages 11-13. Torch Club is a powerful vehicle through which Club staff can help meet the special character development needs of younger adolescents at a critical stage in their development. Torch Club members learn to elect officers and work together to implement activities in four areas: service to Club and community, education, health and fitness, and social recreation.
- Million Members, Million Hours of Service (MMMHS) – encourages good character and appreciation for citizenship and provides every Club member with opportunities to serve in year-

round Club and community-based volunteer service experiences. BGCA encourages Clubs and provides resources to help them engage every member in at least one hour of service each month.

Completed By: Will Chriscoe, Chief Development Officer  
Printed Name & Position

*Will Chriscoe*

March 13, 2023

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Signature & Date

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# Beaufort County

## NC DPS - Community Programs - County Funding Plan

Available Funds: \$ 185,624 Local Match: \$ 19,801 Rate: 10%

DPS JCPC funds must be committed with a Program Agreement submitted in NC Allies and electronically signed by authorized officials.

#	Program Provider	DPS-JCPC Funding	LOCAL FUNDING			OTHER	OTHER	Total	% Non DPS-JCPC Program Revenues
			County Cash Match	Local Cash Match	Local In-Kind	State/Federal	Funds		
1	4-H Character Education	\$3,364	\$336					\$3,700	9%
2	Becoming a Man	\$12,350	\$1,235					\$13,585	9%
3	Cornerstone Families Understanding Nurturing (FUN)	\$27,000	\$2,700					\$29,700	9%
4	Helping Youth Pursue Excellence (H.Y.P.E.)	\$30,865	\$3,087					\$33,952	9%
5	Horizon	\$65,961	\$6,596					\$72,557	9%
6	MCEC Mentors	\$10,000	\$1,000		\$1,238			\$12,238	18%
7	Pamlico Pals	\$31,545	\$3,155					\$34,700	9%
8	JCPC Administration	\$4,539	\$454					\$4,993	9%
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
<b>TOTALS:</b>		<b>\$185,624</b>	<b>\$18,563</b>		<b>\$1,238</b>			<b>\$205,425</b>	<b>10%</b>

The above plan was derived through a planning process by the Beaufort County  
 Juvenile Crime Prevention Council and represents the County's Plan for use of these funds in FY 2023-2024

Amount of Unallocated Funds \_\_\_\_\_

Amount of funds reverted back to DPS \_\_\_\_\_

Discretionary Funds added \_\_\_\_\_

check type  initial plan  update  final

—DPS Use Only—

Reviewed by \_\_\_\_\_ Area Consultant \_\_\_\_\_ Date \_\_\_\_\_

Reviewed by \_\_\_\_\_ Program Assistant \_\_\_\_\_ Date \_\_\_\_\_

Verified by \_\_\_\_\_ Designated State Office Staff \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
 Chairperson, Juvenile Crime Prevention Council (Date)

\_\_\_\_\_  
 Chairperson, Board of County Commissioners (Date)  
 or County Finance Officer

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## OUTSIDE AGENCIES

The Outside Agencies cost center accounts for appropriations made from the General Fund to support non-profit agencies and other appropriations authorized by the Board of Commissioners. Agencies are required to request funding annually and appropriations are reviewed annually by County staff and the Board for continued funding. New agencies can submit a funding request as part of the service expansion process each year. Similarly, existing agencies that request funds in excess of the amount they received in the prior year are required to submit a service expansion of the additional amount.

A spreadsheet listing each agency and/or appropriation is attached along with supporting documentation from the agencies. The spreadsheet shows prior appropriations, current requests, and recommended appropriations for the FY 23-24.

<b>OUTSIDE AGENCIES</b>	<b>FY 21-22 Actual</b>	<b>FY 22-23 Original</b>	<b>FY 22-23 Amended</b>	<b>FY 23-24 Recommended</b>	<b>FY 23-24 Approved</b>
Appropriations	\$ 437,922	\$ 493,922	\$ 493,922	\$ 447,922	\$ -

**OUTSIDE AGENCIES**

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
TOWN OF AURORA APPROPRIATION	\$ -	\$ 18,583	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOWN OF PANTEGO APPROPRIATION	-	6,413	-	-	-	-	-	-	-	-
AURORA RECREATION	4,500	4,500	4,500	-	4,500	4,500	4,500	4,500	4,500	4,500
BATH RECREATION	6,000	6,000	6,000	-	6,000	6,000	6,000	8,000	6,000	6,000
BELHAVEN RECREATION	-	-	10,800	-	10,800	10,800	10,800	20,000	10,800	10,800
CHOCOWINITY RECREATION	7,200	7,200	7,200	10,000	17,200	17,200	17,200	9,000	7,200	7,200
PANTEGO RECREATION	4,950	4,950	4,950	-	4,950	4,950	4,950	4,950	4,950	4,950
WASHINGTON RECREATION	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
WASHINGTON PARK RECREATION	1,620	1,620	1,620	1,620	1,620	1,620	1,620	1,620	1,620	1,620
AURORA FOSSIL MUSEUM	2,000	2,000	2,000	8,000	8,000	8,000	8,000	10,000	2,000	2,000
BELHAVEN MEMORIAL MUSEUM	1,000	1,000	-	-	1,000	1,000	-	1,000	1,000	1,000
WASHINGTON SENIOR CENTER	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
BC ARTS COUNCIL	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
B-H-M LIBRARY	221,631	221,631	224,352	112,176	224,352	224,352	224,352	228,839	224,352	224,352
LITERACY VOLUNTEERS	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
HWY 17 TRANSPORTATION ASSOC.	20,000	20,000	20,000	20,000	20,000	20,000	20,000	25,000	20,000	20,000
CITIZENS ON SOUTHSIDE TOGETHER	2,000	2,000	2,000	2,000	2,000	2,000	2,000	3,000	2,000	2,000
EAGLES WINGS	2,000	2,000	2,000	2,000	2,000	2,000	2,000	5,000	2,000	2,000
RUTHS HOUSE	2,500	2,500	2,500	-	2,500	2,500	2,500	2,500	2,500	2,500
NC ESTUARIMUM	15,000	15,000	15,000	25,000	25,000	25,000	25,000	65,000	15,000	15,000
CORNERSTONE	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
TOURISM PROMOTION	5,001	2,000	6,000	-	15,000	15,000	15,000	15,000	15,000	15,000
PANTEGO ACADEMY HIST. MUSEUM	1,500	1,500	1,500	-	1,500	1,500	1,500	1,500	1,500	1,500
ZION SHELTER	10,000	10,000	10,000	10,000	10,000	10,000	10,000	12,000	10,000	10,000
HUMANE SOCIETY OF BC	-	-	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000
INNER BANKS STEM CENTER	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
AGAPE	25,000	25,000	25,000	-	25,000	25,000	25,000	25,000	25,000	25,000
P.S. JONES ALUMNI PARK	-	-	-	10,000	10,000	10,000	10,000	-	-	-
2ND JUDICAL DIST. RECOV. COURT	10,000	10,000	10,000	-	10,000	10,000	10,000	10,000	10,000	-
BFT/HYDE PTR FOR CHILDREN	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
JOHN A WILKINSON BUILDING	-	-	-	10,000	-	-	-	-	-	-
GREENE LAMP INC	-	-	-	-	-	-	-	25,000	-	-
<b>Totals</b>	<b>\$ 424,402</b>	<b>\$ 446,397</b>	<b>\$ 437,922</b>	<b>\$ 303,296</b>	<b>\$ 493,922</b>	<b>\$ 493,922</b>	<b>\$ 492,922</b>	<b>\$ 569,409</b>	<b>\$ 447,922</b>	<b>\$ -</b>

## Aurora Recreation

As of 5/9/2023, Aurora has not submitted supporting documentation for FY 2023/2024 agency funding request.

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**  
*Budget Form 1*

Agency: Town of Bath, Recreation Department

Amount Requested \$ 8,000

	FY 2022-23 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	\$6,000	\$6,000	\$6000	<b>\$8000</b>
Federal	0	0	0	0
State	0	0	0	0
Cities/Towns	0	0	0	0
United Way	0	0	0	0
Other Counties excluding Beaufort County	0	0	0	0
Other:				
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:				
<b>EXPENSES:</b>				
Salaries and Benefits	0	0	0	0
Program Services	3000	3000	3000	<b>3000</b>
Contractual Services	0	0	0	0
Commodities & Supplies	0	0	0	0
Fundraisers	0	0	0	0
Capital	0	0	0	<b>2000</b>
Other Maintenance	3000	3000	3000	<b>3000</b>
TOTAL:	6000	6000	6000	<b>8000</b>


Organizational Data

President: Daryl Norris – 919-868-8656 – bathrecreationdepartment@gmail.com

Executive Director: N/A

Treasurer: Ging Fuller

Other Officers: Allen Matthews – VP, Kayla Harris – Sec/Volleyball Comm., Stephen Andrioli – Baseball Comm., Kasi Barnes – Softball Comm.

Completed by:   
 \_\_\_\_\_  
 (Signature)

Date: 2/3/2023

Daryl Norris - President  
 \_\_\_\_\_  
 (Name - Title)

Phone: 919-868-8656

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: Town of Bath Recreation Department

1. WHOM DO YOU SERVE?	Fiscal 2022-23 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> <b>TOTAL:</b>			
1a. Total continuing from previous fiscal year	~175 participants	>200 participants	>250 participants
1b. Total new for the year			
1c. Total terminated during the year			
<b>2. RESIDENCE OF PARTICIPANTS TOTAL:</b>			
2a. Washington	Yes	Yes	Yes
2b. Washington Park			
2c. Chocowinity			
2d. Bath	Yes	Yes	Yes
2e. Belhaven	Yes	Yes	Yes
2f. Aurora			
2g. Pantego	Yes	Yes	Yes
2h. Pinetown	Yes	Yes	Yes
2i. Outside Beaufort County or Unknown			
<b>3. AGE GROUP TOTAL:</b>			
3a. Infants through 4 years of age	4.5 and up	4.5 and up	4.5 and up
3b. 5 through 12 years of age	Yes	Yes	Yes
3c. 13 through 17 years of age		Up to 15	Up to 15
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			
<b>4. INCOME OF PARTICIPANTS TOTAL:</b>			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable	Not known	Not known	Not known
<b>5. SEX TOTAL:</b>			
5a. Male	Yes	Yes	Yes
5b. Female	Yes	Yes	Yes
5c. Not recorded			

Future years will be able to provide more accurate participant counts thanks to our new online registration system.

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Town of Bath, Recreation Department

Contact Information: Daryl Norris - President

bathrecreationdepartment@gmail.com, 919-868-8656

Amount Requested: \$8,000.00

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

In 2022 the Bath Recreation Department continued to provide Baseball, Softball, and Tball programs in the spring, volleyball in the summer, and baseball again in the fall providing sports activities for over 200 kids ages 4-15. This year, 2023, these programs are expected to expand further with additional registrations expected and the addition of another special event our first ever Daddy-Daughter Dance.

This year the Bath Recreation Department is moving to online registration and website for a broader community reach. We have also coordinated with the Bath school administration to develop a list of needed capital improvements to the grounds and facilities. This request is to help fund these improvements including:

- enclosing and securing the field press boxes,
- purchase and installation of PA systems for the baseball and softball fields,
- repair and adjustment to the field lighting,
- additional grading and drainage for the fields,
- purchase and installation of bleachers,
- dugout maintenance and improvements,
- installation of safety bases,
- general operating expenses and equipment, and more.

Completed By: Daryl Norris - President  
Printed Name & Position



2/3/2023

Signature & Date

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: Town of Belhaven - Rec Dept Amount Requested \$ 20,000

	FY 2022-23 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County		10,800		
Federal				
State				
Cities/Towns <u>Belhaven GF</u>		91,903		
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers		4000		
Fees/Dues		10,000		
Sales				
Miscellaneous		1000		
Beginning Balance (Deficit)				
TOTAL:	2	117,703		
<b>EXPENSES:</b>				
Salaries and Benefits		28,522		
Program Services		11,588		
Contractual Services				
Commodities & Supplies		7501		
Fundraisers				
Capital		70,092		
Other				
TOTAL:		117,703		

Organizational Data

President:  
Executive Director: Chase Gibbs + Colby Nixon  
Treasurer  
Other Officers: Town finance department

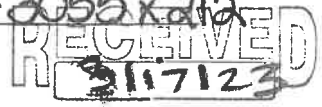
Completed by: Lynn Davis  
(Signature)

Date: 3/17/23

Lynn Davis  
(Name)

Town Manager  
(Title)

Phone: 252-943-3055 x 212



**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: Town of Belhaven - Rec Dept

1. WHOM DO YOU SERVE?	Fiscal 2022-23 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:		211	250
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year		-	
2. RESIDENCE OF PARTICIPANTS TOTAL:		211	250
2a. Washington			
2b. Washington Park			
2c. Chocowinity			
2d. Bath		8%	"
2e. Belhaven		51%	"
2f. Aurora			
2g. Pantego		35%	"
2h. Pinetown		6%	"
2i. Outside Beaufort County or Unknown			
3. AGE GROUP TOTAL:		211	
3a. Infants through 4 years of age		10	
3b. 5 through 12 years of age		125	
3c. 13 through 17 years of age		16	
3d. 18 through 29 years of age		40	
3e. 30 through 64 years of age		20	
3f. 65 and over			
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable	x	x	x
5. SEX TOTAL:			
5a. Male		60%	
5b. Female		40%	
5c. Not recorded			

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Town of Belhaven Recreation Dept.

Contact Information: Lynn Davis    ldavis@townofbelhaven.com  
Chase Gibbs    cgibbs@townofbelhaven.com  
Colby Nixon    cnixon@townofbelhaven.com

Amount Requested: 20,000

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

① Football Equipment: We plan to bring football back & will need to replace unsafe & outdated helmets and pads. Approx cost is \$215/player or \$4,300

② Indoor Bleachers: Participation is growing for indoor programs & there is no seating available. Approx \$6000 will be used for safe, stowable bleachers.

③ Basketball Court Improvements: Improvements are needed to basketball court at Northside Park. If funds allow, a new court will be added to the existing court space for more community play. \$9700

Completed By: Lynn Davis, Town Manager  
Printed Name & Position

Lynn Davis                      3/17/23  
Signature & Date

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: Chocowinity Recreation Dept Inc

Amount Requested \$ 9,000.00

	FY 2021-22 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	\$7,200.00	\$7,200.00	\$9,000.00	\$9,000.00
Federal				
State				
Cities/Towns	4,800.00	4,800.00	4,800.00	4,800.00
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	29,000.00	29,200.00	23,200.00	32,200.00
Fees/Dues	18,000.00	7,800.00	7,800.00	12,000.00
Sales	6,200.00	8,000.00	8,000.00	10,000.00
Miscellaneous				
Beginning Balance (Deficit)	10,273.00		23,469.00	
<b>TOTAL:</b>	<b>73,673.00</b>	<b>57,000.00</b>	<b>76,269.00</b>	<b>\$68,000.00</b>
<b>EXPENSES:</b>				
Salaries and Benefits				
Program Services	23,500.00	32,500.00	42,065.00	35,000.00
Contractual Services	11,500.00	11,500.00	13,375.00	13,500.00
Commodities & Supplies	1,600.00	3,000.00	5,829.00	7,500.00
Fundraisers	19,000.00	10,000.00	15,000.00	12,000.00
Capital				
Other				
<b>TOTAL:</b>	<b>\$56,600.00</b>	<b>\$57,000.00</b>	<b>\$76,269.00</b>	<b>\$68,000.00</b>

Organizational Data

President: Regina Elks 252-945-0601

Executive Director:

Treasurer - Scarlet Stokes 252-944-5864

Other Officers: Charlie Elks, Sondra Sparks, Brandon Harding, Tommy Pendley  
Milton Long, Jimmy Boykin

Completed by: Scarlet Stokes  
 (Signature)

Date: 3/19/2023

Scarlet Stokes  
 (Name)

Treasurer  
 (Title)

Phone: 252-944-5864

**RECEIVED**  
 3/20/23

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: Chocowinity Rec Dept Inc

1. WHOM DO YOU SERVE?	Fiscal 2021-22 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:			
1a. Total continuing from previous fiscal year			
1b. Total new for the year	150	180	300
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	150	180	300
2a. Washington			
2b. Washington Park			
2c. Chocowinity	130	160	250
2d. Bath			
2e. Belhaven			
2f. Aurora	10	10	10
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown	10	10	40
3. AGE GROUP TOTAL:	150	180	300
3a. Infants through 4 years of age	10	30	40
3b. 5 through 12 years of age	90	90	90
3c. 13 through 17 years of age	50	60	60
3d. 18 through 29 years of age			70
3e. 30 through 64 years of age			40
3f. 65 and over			
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:	150	180	300
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable			
5. SEX TOTAL:			
5a. Male			160
5b. Female			140
5c. Not recorded			

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Chocowinity Rec Dept Inc

Contact Information: Regina ELKS 252-945-0601

Scarlet Stokes 252-702-5317

Amount Requested: \$9,000.00

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

See attached.

Completed By: Regina ELKS, President & Scarlet Stokes, Treasurer  
Printed Name & Position

Regina ELKS  
Signature & Date

Scarlet Stokes 3/19/2023

**Chocowinity Recreation Dept Inc  
101 Williamson Lane  
Chocowinity NC 27817**

**The amount of \$9,000.00 is being requested for the purpose of lighting the Chocowinity Recreation Complex in Chocowinity NC.**

**In previous years the amount of \$7,200.00 has been requested and approved.**

**Due to the rising energy costs we are requesting an increase.**

**We currently have 4 fields, 3 of which are used day and night for games from T-ball to**

**Co-Ed Softball. The football field is also used during that season.**

**The Chocowinity Recreation Dept Inc appreciates your consideration and support of**

**The programs for the children and adults in Beaufort County.**

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Town of Panteo

Contact Information: Bobbie Ricks, Clerk  
252-944-8809

Amount Requested: \$4950.<sup>00</sup>

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Playground Maintenance  
- Rock for drive / and parking  
- mowing  
- possibly buy some new playground equip.

Completed By: Bobbie Ricks, Clerk  
Printed Name & Position

Bobbie Ricks 4/26/23  
Signature & Date

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: Jayne of Parteen

Amount Requested \$ 4950.<sup>00</sup>

	FY 2020-21 Actual	FY 2021-22 Budget	FY 2021-22 Estimated Actual Expenses	FY 2022-23 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	0	0	0	\$4950. <sup>00</sup>
Federal				
State				
Cities/Towns				
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:				
<b>EXPENSES:</b>				
Salaries and Benefits				
Program Services				
Contractual Services				
Commodities & Supplies				
Fundraisers				
Capital				
Other				
TOTAL:				

Organizational Data

President: Mayer - Stuart Ricks  
 Executive Director:  
 Treasurer: Cluck - Bobbie Jo Ricks  
 Other Officers:

Completed by: Bobbie Jo Ricks  
 (Signature)  
Bobbie Jo Ricks  
 (Name)  
cluck  
 (Title)

Council:

Matthewson  
Reid Alderman  
Chuck Williams  
Chad Keech

Date: Matthew Van Natta

4/20/23

Phone: 252-944-8809

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: Union of Pantego

1. WHOM DO YOU SERVE?	Fiscal 2020-21 Last Yr Actual	Fiscal 2021-22 This Yr Estimated	Fiscal 2022-23 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> <b>TOTAL:</b>	180	180	180
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
<b>2. RESIDENCE OF PARTICIPANTS TOTAL:</b>			
2a. Washington			
2b. Washington Park			
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego	180	180	180
2h. Pinetown			
2i. Outside Beaufort County or Unknown			
<b>3. AGE GROUP TOTAL:</b>			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			
<b>4. INCOME OF PARTICIPANTS TOTAL:</b>			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable			
<b>5. SEX TOTAL:</b>			
5a. Male			
5b. Female			
5c. Not recorded			

# Beaufort County, North Carolina

## Washington REQUEST FOR COUNTY FUNDING SUPPORT Budget Form 1

Agency: Recreation City of Washington Amount Requested \$20,000

	FY 2021-22 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	20,000	20,000	20,000	20,000
Federal				
State				
Cities/Towns	1,001,508	1,682,130	1,676,330	1,279,085
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers				
Fees/Dues	46,773	42,200	48,000	48,000
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
<b>TOTAL:</b>	1,068,281	1,744,330	1,744,330	1,347,085
<b>EXPENSES:</b>				
Salaries and Benefits	490,439	657,054	657,054	720,990
Program Services	44,220	33,100	33,100	37,820
Contractual Services	362,206	407,238	407,238	493,575
Commodities & Supplies	87,038	93,329	93,329	94,700
Fundraisers				
Capital	84,377	533,609	533,609	
Other				
<b>TOTAL:</b>	1,068,281	1,744,330	1,744,330	1,347,085

Organizational Data

President: Donald Sadler  
 Executive Director: Jonathan Russell  
 Treasurer: Matt Rauschenbach  
 Other Officers:

Completed by: Matt Rauschenbach Date: 3/30/23  
 (Signature)

Matt Rauschenbach  
 (Name)

CFO Phone: 252 975-7312  
 (Title)

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: City of Washington / Recreation Facilities

1. WHOM DO YOU SERVE?	Fiscal 2021-22 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	1400	1500	1500
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
<b>2. RESIDENCE OF PARTICIPANTS TOTAL:</b>	<b>1400</b>	<b>1500</b>	<b>1500</b>
2a. Washington (city)	650	700	700
2b. Washington (non City)	750	800	800
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown			
<b>3. AGE GROUP TOTAL:</b>			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			
<b>4. INCOME OF PARTICIPANTS TOTAL:</b>			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable			
<b>5. SEX TOTAL:</b>			
5a. Male			
5b. Female			
5c. Not recorded			

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: City of Washington- Recreation Facilities

Contact Information: Matt Rauschenbach

Amount Requested: \$20,000

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

The County appropriations will be used for salaries to manage and maintain City facilities as well as

Operate summer programs, programming for children, teens and adults. The facilities include a

Gymnasium, outdoor parks (including a skate park, dog park, waterfront, Veteran's Park, full inclusive

Playground and more), 8 soccer fields, 4 softball fields, 6 baseball fields, 2 boat launching facilities,

Kayak launch, outdoor basketball courts and walking trails.

Funding request is based on patron utilization of 53% County residents.

Completed By: Matt Rauschenbach/ CFO  
Printed Name & Position



3/30/23

Signature & Date

Thomas B. Richter, Mayor

**TOWN OF WASHINGTON PARK**

Denise D. Dale, Clerk

**COMMISSIONERS**

Lee Bowen  
Belinda Cowell  
Wade Dale  
Patrick Nash  
Jeff Peacock

**P O BOX 632  
WASHINGTON, NC 27889  
252-946-3157**

**February 22, 2023**

**Ms. Anita Radcliffe  
Chief Financial Officer  
Beaufort County  
122 West 3<sup>rd</sup> Street  
Washington, NC 27889**

**Dear Ms. Radcliffe:**

**The Town of Washington Park would like to be included in the budget requests for outside agencies for the FY 2023-2024 Budget. The Town is requesting \$1,620 for recreation expenses.**

**We are including the following information in our request:**

- 1. The Town of Washington Park's total budget for recreation is \$6,800 which in FY 2023-24 would include \$1,620 from Beaufort County.**
- 2. The Town of Washington Park is requesting, in our draft budgeting process, to spend \$6,800 for maintenance and repairs to R. A. Dunston Park which includes two separate activity areas—the two tennis/pickleball courts and the Tot Lot.**
- 3. The population of Washington Park is 392. However, the R. A. Dunston Park is used by many non-residents of Washington Park who are residents of Beaufort County.**
- 4. By observation, it is known that more non-residents than residents use the recreational facilities, especially the playground equipment (as many as 20 per day in nice weather).**
- 5. Over the last ten years, the Town of Washington Park has spent over \$35,000 in the renovations of existing playground equipment, lighting, and the purchase of new play structures in R. A. Dunston Park.**

**If we can answer any other questions you have, please contact the clerk at the Municipal Building telephone number 946-3157.**

Sincerely,



**Denise D. Dale  
Town Clerk**

**SCANNED**

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: Town of Washington Park

Amount Requested \$ 1620.00

	FY 2021-22 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	1620.00	1620.00	1620.00	1620.00
Federal	-	-	-	-
State	-	-	-	-
Cities/Towns	2261.00	4930.00	4810.00	4930.00
United Way	-	-	-	-
Other Counties excluding Beaufort County	-	-	-	-
Other:				
Donations/Fundraisers	-	-	-	-
Fees/Dues	450.00	250.00	370.00	250.00
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	2711.00	6800.00	6800.00	6800.00
<b>EXPENSES:</b>				
Salaries and Benefits	2000.00	2000.00	2200.00	2200.00
Program Services				
Contractual Services		4000.00	4000.00	4000.00
Commodities & Supplies	711.00	800.00	600.00	600.00
Fundraisers				
Capital				
Other				
TOTAL:	2711.00	6800.00	6800.00	6800.00

Organizational Data

~~President:~~ Mayor: Thomas B. Richter  
~~Executive Director:~~ Town Clerk: Denise D. Dale  
Treasurer  
Other Officers:

Completed by: Denise D. Dale  
(Signature)

Date: 2/22/2023

Denise D. Dale  
(Name)

Town Clerk  
(Title)

Phone: 252-946-3157



**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Town of Washington Park

Contact Information: Denise D. Dale, Town Clerk  
dlwashpark@suddenlinkmail.com  
252-946-3157

Amount Requested: \$1620.00

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

The Beaufort County appropriation is used to fund repairs and maintenance  
of the playground equipment, tennis and pickleball courts, nets and  
windcreens, lighting and grounds of the recreational areas of  
Washington Park. The "Bo Bowen Playground" is a fenced area with slides,  
swings, "sand diggers," merrygo-round, picnic tables, climbing apparatuses and  
mulch cushions under the play areas. The Town of Washington Park budgets  
\$6800.00 for recreational areas and appreciates the County appropriation.

Completed By: Denise D. Dale  
Printed Name & Position

Denise D. Dale      2/22/2023  
Signature & Date

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: Town of Washington Park

1. WHOM DO YOU SERVE?	Fiscal 2021-22 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	4500	4500	4500
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year	0	0	0
2. RESIDENCE OF PARTICIPANTS TOTAL:	4500	4500	4500
2a. Washington			
2b. Washington Park	150	150	150
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown	4350	4350	4350
3. AGE GROUP TOTAL:	4500	4500	4500
3a. Infants through 4 years of age	1850	1850	1850
3b. 5 through 12 years of age	1850	1850	1850
3c. 13 through 17 years of age	175	175	175
3d. 18 through 29 years of age	175	175	175
3e. 30 through 64 years of age	375	375	375
3f. 65 and over	75	75	75
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:	4500	4500	4500
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable	4500	4500	4500
5. SEX TOTAL:	4500	4500	4500
5a. Male			
5b. Female			
5c. Not recorded	4500	4500	4500

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: Aurora Fossil Museum Foundation, Inc.

Amount Requested \$10,000.00

	FY 2021-22 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	\$2,000	\$2,000	\$8,000	<b>\$10,000</b>
Federal	\$5,000			
State	\$60,000	\$60,000	\$60,000	
Cities/Towns				
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	\$143,340	\$164,500	\$166,000	
Fees/Dues				
Sales	\$267,216	\$175,000	\$195,000	
Miscellaneous	\$31,123	\$30,350	\$18,500	
Beginning Balance (Deficit)				
TOTAL:	\$508,679	\$431,850	\$447,500	
<b>EXPENSES:</b>				
Salaries and Benefits	\$182,060	\$151,300	\$174,000	
Program Services	\$701			
Contractual Services	\$13,206	\$10,000	\$12,000	
Commodities & Supplies	\$158,482	\$139,350	\$120,000	
Fundraisers	\$92,743	\$68,200	\$60,000	
Capital				
Other	\$114,689	\$63,000	\$81,500	
TOTAL:	\$561,881	\$431,850	\$447,500	

Organizational Data

Board Chair: Bill Cook  
Board Vice-Chair: Candice Fuller  
Executive Director: Cynthia Crane

Completed by: Cynthia D. Crane  
(Signature)

Date: March 19, 2023

Cynthia D. Crane  
(Name)

Executive Director  
(Title)

Phone: (252) 322-4238

**RECEIVED**  
**3/20/23**

# Beaufort County, North Carolina

## PROGRAM PARTICIPANTS STATISTICS

*Budget Form 2*

Agency: Aurora Fossil Museum Foundation, Inc.

1. WHOM DO YOU SERVE?	Fiscal 2021-22 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	34,547	55,000	60,000
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington			
2b. Washington Park			
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown			
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Nor known or not applicable			
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded			

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Aurora Fossil Museum Foundation, Inc.

Contact Information: Cynthia D. Crane, Executive Director  
P.O Box 352 / 400 Main Street  
Aurora, North Carolina 27806  
252.322.4238  
director@aurorafossilmuseum.org

Amount Requested: \$10,000

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

**The Aurora Fossil Museum Foundation, Inc. requests \$10,000 to help offset the cost of implementing and maintaining museum security. The Aurora Fossil Museum welcomes thousands of visitors annually to Aurora and Beaufort County, North Carolina. Providing a safe, educational, and fun environment for all is our brand. Support from Beaufort County will assist us with enhancing the security of the Aurora Fossil Museum's properties for our visitors and community.**

**The requested Beaufort County appropriation for security-related items detailed above will assist with the safety needs of the Aurora Fossil Museum and provide a safe, educational, and fun environment for all. We hope that the Beaufort County Commissioners will consider the positive impact that the Aurora Fossil Museum continues to have as a Beaufort County asset and support the museum through funding our proposal.**

Completed By: Cynthia D. Crane, Executive Director  
Printed Name & Position

Cynthia D. Crane March 19, 2023  
Signature & Date

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Belhaven Memorial Museum

Contact Information: Veronica Ward veronica-moore05@yahoo.com

681 Croatan St. Belhaven (252) 943-5479

Amount Requested: \$ 1000<sup>00</sup>

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Museum is currently closed and therefore we have no statistics  
to report with regards to visitors and expenses at this time.

Repairs to the roof and the interior of the museum, the monies  
requested will be used for general maintenance and any other  
minor repairs while the roof is being replaced.

Completed By: Veronica Ward Treasurer, Board of Directors  
Printed Name & Position

Veronica Ward 4-21-23  
Signature & Date

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: Memorial Museum

Amount Requested \$ 1000<sup>00</sup>

	FY 2022-23 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County				1000
Federal				
State				
Cities/Towns				
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:				1000 <sup>00</sup>
<b>EXPENSES:</b>				
Salaries and Benefits				0
Program Services				0
Contractual Services				0
Commodities & Supplies				0
Fundraisers				0
Capital				0
Other <u>General Maintenance</u>				1000 <sup>00</sup>
TOTAL:				.

Organizational Data

President: G  
 Executive Director: Greg Satterthwaite  
 Treasurer: Veronica Ward  
 Other Officers: Yvonne De Ruiz

Completed by: Veronica Ward  
 (Signature)

Date: 4-22-23

Veronica Ward  
 (Name)

Treasurer, Board of Directors Phone: (252) 943-5479  
 (Title)

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: Belhaven Memorial Museum

1. WHOM DO YOU SERVE?	Fiscal 2022-23 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:			
1a. Total continuing from previous fiscal year			00
1b. Total new for the year			00
1c. Total terminated during the year			0
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington			0
2b. Washington Park			0
2c. Chocowinity			0
2d. Bath			0
2e. Belhaven			0
2f. Aurora			0
2g. Pantego			0
2h. Pinetown			0
2i. Outside Beaufort County or Unknown			0
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			0
3b. 5 through 12 years of age			0
3c. 13 through 17 years of age			0
3d. 18 through 29 years of age			0
3e. 30 through 64 years of age			0
3f. 65 and over			0
3g. Not known or not applicable			0
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)			0
4b. At or near poverty level			0
4c. Middle income (\$30,000)			0
4d. Upper income (\$60,000)			0
4e. Not known or not applicable			0
5. SEX TOTAL:			
5a. Male			0
5b. Female			0
5c. Not recorded			0

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: Washington Senior Center

Amount Requested \$20,000

	FY 2021-22 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	20,000	20,000	20,000	20,000
Federal				
State	14,128	34,519	34,519	34,519
Cities/Towns	190,126	179,780	179,780	224,341
United Way				
Other Counties excluding Beaufort County:				
Other:				
Donations/Fundraisers				
Fees/Dues	3,111	1,100	1,100	1,100
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
<b>TOTAL:</b>	<b>227,365</b>	<b>235,399</b>	<b>235,399</b>	<b>279,960</b>
<b>EXPENSES:</b>				
Salaries and Benefits	146,808	147,462	147,462	160,721
Program Services	22,710	19,862	19,862	18,949
Contractual Services	51,494	57,825	57,825	88,115
Commodities & Supplies	6,353	10,250	10,250	12,175
Fundraisers				
Capital				
Other				
<b>TOTAL:</b>	<b>227,365</b>	<b>235,399</b>	<b>235,399</b>	<b>279,960</b>

Organizational Data

President: Donald Sadler  
 Executive Director: Jonathan Russell  
 Treasurer: Matt Rauschenbach  
 Other Officers:

Completed by: *Matt Rauschenbach*  
 (Signature)

Date: 3/30/23

Matt Rauschenbach  
 (Name)

CFO  
 (Title)

Phone: 252 975-7312

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: City of Washington / Seniors

1. WHOM DO YOU SERVE?	Fiscal 2021-22 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	2400	2450	2400
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	2400	2450	2400
2a. Washington (city)	1100	1100	1100
2b. Washington (non City)	1300	1350	1300
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown			
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Nor known or not applicable			
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded			

\*\*These numbers are a best guess. We have only recently started programming in the building.

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: City of Washington- Senior Center

Contact Information: Matt Rauschenbach

Amount Requested: \$20,000

Please outline what the County appropriation will specifically be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

The County appropriations will be used for salaries to manage and run programs at the Grace Martin

Harwell Senior Center. Programming is for senior adults 55 and older. Some examples of programs:

Walk in activities (media room, billiards room, fitness room, computer lab), AARP Tax Aide Assist,

Medicare D Open Enrollment, yoga, aerobics and BINGO. In addition to programs, there are support

groups and evidence based programming. The Senior Center was recently recertified as a Senior Center

of Excellence. Funding request is based on patron utilization of 55% County residents.

Completed By: Matt Rauschenbach/ CFO  
Printed Name & Position

 3/30/23  
Signature & Date

**Beaufort County Arts Council**

As of 5/9/2023, the Arts Council has not submitted supporting documentation for FY 2023/2024 agency funding request.

**BHM Regional Library, Inc.**

158 N Market St.  
Washington, NC 27889  
(252) 946-6401



February 20, 2023

Brian Alligood  
Beaufort County Manager  
121 West 3rd Street  
Washington, NC 27889

Dear Manager Alligood,

I am writing behalf of the BHM Regional Library to request an appropriation from Beaufort County for the fiscal year 2023-2024. This appropriation finances the operation of our four branch libraries within the county located in Aurora, Bath, Belhaven, and Washington. A share of this support also helps fund the regional expenses of IT staffing.

This year, I am requesting a two percent increase of \$4,487 for a total appropriation of \$228,839. These funds pay for staffing and personnel costs for two full-time and eleven part-time employees across our four Beaufort County branches. These funds also help pay for books, materials, internet and phone services, rent and building maintenance, equipment, supply purchases, and utilities.

I would like to thank Beaufort County and the Beaufort County Commissioners for their continued support of library services in our community. Enclosed is a copy of our proposed budget along with the required Forms 1-3. Please contact me if you have any questions and I look forward to seeing you at an upcoming commissioner's meeting.

Sincerely,

A handwritten signature in black ink that reads "Karey Blanchard". The signature is fluid and cursive.

Karey Blanchard  
Director, BHM Regional Library  
[kblanchard@bhmlib.org](mailto:kblanchard@bhmlib.org)  
252-964-4501 ext. 11

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: BHM Regional Library

Amount Requested: \$228,839

	FY 2021-22 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	\$224,352	\$224,352, (additional \$100,00 granted midyear)	\$324,352 (additional \$100,00 granted midyear)	<b>\$228,839</b>
Federal				
State	\$279,949	\$279,949	\$315,794 (extra COVID-19 Relief funds granted midyear)	<b>\$294,995</b>
Cities/Towns	\$146,250	\$146,250	\$146,250	<b>149,232</b>
United Way				
Other Counties excluding Beaufort County	\$157,904	\$157,904	\$157,904	<b>\$161,062</b>
Other: Donations/Fundraisers	\$3,965	\$8,000	\$7,465.88	<b>\$8,000</b>
Fees/Dues	\$7,576.36	\$9,000	\$9,000	<b>\$9,000</b>
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
<b>TOTAL:</b>	<b>\$813,176.36</b>	<b>\$825,455</b>	<b>\$960,785.88</b>	<b>\$851,128</b>
<b>EXPENSES:</b>				
Salaries and Benefits	\$673,794	\$673,794	\$673,794	<b>\$673,794</b>
Program Services	\$8463.38	\$14,000	\$14,000	<b>\$10,000</b>
Contractual Services	\$10,000	\$10,000	\$10,000	<b>\$10,000</b>
Commodities & Supplies	\$8,000	\$8,000	\$8,000	<b>\$8,000</b>
Fundraisers				
Capital				
Other	\$112,918.98	\$119,661	\$254,991.88	<b>\$149,334</b>
<b>TOTAL:</b>	<b>\$813,176.36</b>	<b>\$825,455</b>	<b>\$960,785.88</b>	<b>\$851,128</b>

Organizational Data

President: Penny Sermons (Board Chair)

Executive Director: Karey Blanchard (Library Director)

Treasurer: Amy Asby (Financial Officer)

Other Officers: Commissioner Jerry Langley and Bill Schaefer (Beaufort County Library Board Trustees)

Completed by: Karey Blanchard  
(Signature)

Date: 2/21/2023

Karey Blanchard  
(Name)

Library Director  
(Title)

Phone: (252)946-6401  
ext. 11

# Beaufort County, North Carolina

## PROGRAM PARTICIPANTS STATISTICS

*Budget Form 2*

Agency: BHM Regional Library

1. WHOM DO YOU SERVE?	Fiscal 2021-22 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> <b>TOTAL:</b>	30,631	30,803	30,975
1a. Total continuing from previous fiscal year	30,459	30,631	30,803
1b. Total new for the year	172	172	172
1c. Total terminated during the year	0	0	0
<b>TOTAL:</b>	30,631	30,803	30,975
2. RESIDENCE OF PARTICIPANTS <b>TOTAL:</b>			
2a. Washington	2,057	2,072	2,082
2b. Washington Park	included in Washington	included in Washington	included in Washington
2c. Chocowinity	458	465	467
2d. Bath	620	626	629
2e. Belhaven	758	768	772
2f. Aurora	339	345	347
2g. Pantego	183	187	188
2h. Pinetown	252	256	257
2i. Outside Beaufort County or Unknown	25,964	26,084	26,233
<b>TOTAL:</b>	30,631	30,803	30,975
3. AGE GROUP <b>TOTAL:</b>			
3a. Infants through 4 years of age	0 (library cards not given before age 5)	0 (library cards not given before age 5)	0 (library cards not given before age 5)
3b. 5 through 12 years of age	1,372	1,379	1,395
3c. 13 through 17 years of age	314	316	325
3d. 18 through 29 years of age	7,324	7,360	7,408
3e. 30 through 64 years of age	included in above	included in above	included in above
3f. 65 and over	included in above	included in above	included in above
3g. Not known or not applicable	21,621	21,729	21,847
4. INCOME OF PARTICIPANTS <b>TOTAL:</b>	Not known (we do not know the income of patrons)	Not known (we do not know the income of patrons)	Not known (we do not know the income of patrons)
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable	30,631	30,803	30,975

5. SEX	TOTAL:	30,631	30,803	30,975
5a. Male		3,630	3,648	3,666
5b. Female		6,425	6,457	6,489
5c. Not recorded		20,576	20,679	20,820

**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2 part 2*

*Agency: BHM Regional Library*

**Please Note:** We use the number of library card holders to complete Form 2 “unduplicated individuals served.” Many library patrons do not have library cards. We allow computer access and program participation without needing a library card. The following are several statistics commonly used by public libraries to show our services.

<b>Fiscal Year</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>Description</b>
Library Visits	36,751	59,975	23,224 more visits
Computer Sessions	4,751	8,301	3,550 more computer sessions
Wi-Fi Sessions	17,113	13,943	3,170 less Wi-Fi sessions (Probably due to buildings reopening after COVID-19 closures. People can use inside computers or Wi-Fi now)
Adult Books Circulated	29,882	36,438	6,556 more check-outs
Children’s Books Circulated	21,652	33,742	12,090 more check-outs
DVD’s Circulated	3,227	3,601	374 more check-outs
Audiobooks Circulated	916	1,172	256 more check-outs
Adult Programs	83	174	91 more adult programs
Adult Programming Attendance	232	785	553 more adult attendees
Children’s Programs	210	856	646 more children’s programs
Children’s Programming Attendance	2,016	9,686	7,670 more child attendees

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: BHM Regional Library  
Contact Information:

Karey Blanchard  
Regional Director  
BHM Regional Library  
158 N. Market Street  
Washington, NC 27889  
(252) 946-6401 ext. 11

Amount Requested: \$228,839

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Our four Beaufort County libraries provide a variety of services to Beaufort County community members. Some of the services that we provide include: literacy resources, programs for people of all ages, public computer access, free notary services, technical assistance, and job search help.

Our summer reading program is a success each year because of this funding. This program allows for Beaufort County children, teens, and adults to join together for entertainment and literacy resources. Our Beaufort County libraries also provide a safe and fun atmosphere for all community members to enjoy during every month of the year. The resources, purchased with Beaufort County funds, help our county's children learn and succeed through literacy and social enhancement. Our dedicated staff members help those who may be struggling with technology through one-on-one coaching at each of our Beaufort County library branches. Those who need additional support with navigating the changing job market can locate job searching assistance at our library branches as well.

The funds allotted to BHM Regional Library from Beaufort County stays within the four Beaufort County libraries except for a percentage that supports our IT Administrator's salary. Each of the three counties contributes to this salary because the IT Administrator's role supports every county.

---

Completed By: Karey Blanchard Library Director  
Printed Name & Position

Karey Blanchard 2/28/2023  
Signature & Date

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: Literacy Volunteers of Beaufort County      Amount Requested \$ 2500  
    1/2022-12/2022    1/2023-12/2023      1/2024-12/2024

	<b>FY 2021-22</b> Actual	<b>FY 2022-23</b> Budget	<b>FY 2022-23</b> Estimated Actual Expenses	<b>FY 2023-24</b> Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	2500	2500		<b>2500</b>
Federal				
State				
Cities/Towns Washington				<b>2500</b>
United Way	1000			
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	18910	17050		<b>19250</b>
Fees/Dues				
Sales				
Miscellaneous	39	6525 interest and grants		<b>6525(interest and grants)</b>
Beginning Balance (Deficit)				
<b>TOTAL:</b>	<b>22449</b>	<b>26075</b>		<b>30775</b>
<b>EXPENSES:</b>				
Salaries and Benefits	10669	12000	12000	<b>13000</b>
Program Services	9827	9660	9660	<b>10550</b>
Contractual Services				
Commodities & Supplies	3290	2650	2650	<b>3575</b>
Fundraisers	1622	1750	1750	<b>2150</b>
Capital				
Other				
<b>TOTAL:</b>	<b>25408</b>	<b>26060</b>	<b>26060</b>	<b>29275</b>

**Organizational Data**

President: Kevin Matsil  
 Executive Director: Pat Lurvey  
 Treasurer: John O'Neill  
 Other Officers: Secretary-Ellen Angus

Completed by: Sam Deese  
 (Signature)

Date: 3-14-2023

Sam Deese  
 (Name)

Program Coordinator  
 (Title)

Phone: 252-974-1812

**RECEIVED**  
**3/17/23**

# Beaufort County, North Carolina

## PROGRAM PARTICIPANTS STATISTICS

*Budget Form 2*

Agency: Literacy Volunteers of Beaufort County

	1/2022-12/2022	1/2023-12/2023	1/2024-12/2024
	Fiscal 2021-22 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
<b>1. WHOM DO YOU SERVE? Adults 18 years and older</b>			
Unduplicated count of individuals served <i>(if family, please count individual members)</i> <b>TOTAL:</b>	28	30	35
1a. Total continuing from previous fiscal year	11	10	10
1b. Total new for the year	17	20	25
1c. Total terminated during the year/ <b>or met goal</b>	17	18	19
<b>2. RESIDENCE OF PARTICIPANTS TOTAL:</b>	28	30	35
2a. Washington	15	18	23
2b. Washington Park			
2c. Chocowinity	5	5	6
2d. Bath			
2e. Belhaven	2	2	2
2f. Aurora		2	3
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown	6	3	1
<b>3. AGE GROUP TOTAL:</b>	28	30	35
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age	2	5	8
3e. 30 through 64 years of age	24	25	27
3f. 65 and over	2		
3g. Not known or not applicable			
<b>4. INCOME OF PARTICIPANTS TOTAL:</b>			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable	X	X	X
<b>5. SEX TOTAL:</b>			
5a. Male	8	10	13
5b. Female	20	20	22
5c. Not recorded			

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Literacy Volunteers of Beaufort County

Contact Information: Pam Deese, Program Coordinator  
113 east 15<sup>th</sup> Street  
Washington, NC 27889  
252-974-1812

Email: vliteracybcnc@gmail.com

Amount Requested:    \$2500   

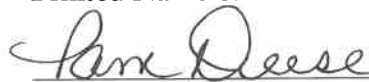
Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Literacy Volunteers of Beaufort County is requesting support from Beaufort County to help continue our 20 plus years of providing free, confidential tutoring to undereducated adults in Beaufort County. We are asking for your help in paying our rent of \$400.00 per month and in paying our 16 hours per week Program Coordinator. The need arises in part from the decision of United Way to discontinue their role as a fundraising organization, thus impacting our budget for approximately \$5500.00. We have plans for several fundraisers during the year including an evening at Pizza Inn as wait staff, Strawberry Shortcake Sale in conjunction with Bath Fest, Card/game luncheon and participating in other events as they become available. Our average expenditure to maintain the organization yearly has been accomplished for approximately \$25,000.00. In the past year our volunteers have contributed 912 hours which amounts to \$27,314.40. (The current estimated national value of a volunteer hour for 2022 was \$29.95).

Our revenues and expenses are based on our fiscal year (calendar) of January to December.

---

Completed By: Pam Deese, Program Coordinator  
Printed Name & Position

 3-14-2023  
Signature & Date

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*


Agency: Highway 17 Transportation Association in North Carolina

Amount Requested \$25,000.00

	FY 2022-23 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	\$20,000	\$20,000		\$25,000
Federal				
State				
Cities/Towns	\$41,200	\$41,200		\$41,800
United Way EDC's, Other	\$3,000	\$3,000		\$5,000
Other Counties excluding Beaufort County	\$26,750	\$26,750		\$43,750
Other:				
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)	\$31,965	\$31,965		\$21,000
TOTAL:	\$122,915	\$122,915		\$136,550
<b>EXPENSES:</b>				
Salaries and Benefits	\$83,160	\$83,160	\$83,160	\$83,160
Program Services	\$6,480	\$6,480	\$6,480	\$6,480
Contractual Services	\$11,580	\$11,580	\$11,580	\$11,580
Commodities & Supplies	\$750	\$750	\$750	\$750
Fundraisers				
Capital				
Other				
TOTAL:	\$101,970	\$101,970	\$101,970	\$101,970

Organizational Data

President: Steve Biggs  
Executive Director: Marc Finlayson  
Treasurer: Brian Alligood  
Other Officers: Joyce Whichard-Brown, Vice President

Completed by:   
(Signature)

Date: 3/6/23

MARC FINLAYSON  
(Name)

EXECUTIVE DIRECTOR  
(Title)

Phone: (252)514-2748

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: Highway 17 Transportation Association in North Carolina

1. WHOM DO YOU SERVE?	Fiscal 2022-23 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	N/A	N/A	N/A
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	1,004,000	1,004,000	1,004,000
2a. Washington			
2b. Washington Park			
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown			
3. AGE GROUP TOTAL:	N/A	N/A	N/A
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:	N/A	N/A	N/A
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable			
5. SEX TOTAL:	N/A	N/A	N/A
5a. Male			
5b. Female			
5c. Not recorded			

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Highway 17 Transportation Association in North Carolina

Contact Information: Marc Finlayson

P.O. Box 1673, New Bern, 28563

Amount Requested: \$25,000.00

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

It is the mission of the Highway 17/64 Association to advocate for the full funding and timely completion of

all highway projects along the US 17 corridor from South Carolina to Virginia and the US 64 corridor from

Raleigh to Manteo. Of the two projects of particular importance to Beaufort County, the widening of US 17

between Old Ford and Williamston began construction in 2022 after years of advocacy; and one of the initial

segments of US 17 between Bridgeton and Chocowinity was restored to full funding due to our persistence

with the General Assembly and NCDOT.

Completed By: Marc Finlayson, Executive Director  
Printed Name & Position

 3/6/23  
Signature & Date

*Beaufort County, North Carolina*  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

**Agency: Citizen on Southside Together (COST)**

**Amount Requested \$3,000.00**

	FY 2022-23 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY2023-24 Budget Request
<b>REVENUES:</b>	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
Requested from Beaufort County				
Federal	0			
State	0			
Cities/Towns	\$600.00	\$600.00	\$1,200.00	\$2,400.00
United Way	0			
Other Counties excluding Beaufort County	0			
Other:	\$2,500.00	\$2,500.00	\$5,500.00	\$5,500.00
Donations/Fundraisers				
Fees/Dues	\$600.00	\$700.00	\$1,300.00	\$2,600.00
Sales				
Miscellaneous			\$600.00	\$900.00
Beginning Balance (Deficit)				
<b>TOTAL:</b>	\$6,700.00	\$6,800.00	\$11,600.00	\$14,400.00
<b>EXPENSES:</b>	\$0	\$0	\$0	\$0
Salaries and Benefits				
Program Services	\$ 525.00	\$1,575.00	\$1,100.00	\$1,600.00
Contractual Service	0	0	0	0
Commodities & Supplies	\$ 400.00	\$650.00	\$600.00	\$1,500.00
Fundraisers	\$ 00.00	\$550.00	\$600.00	\$625.00
Capital				
Other Insurance/Telephone & Utilities	\$ 3,500.00	\$4,000.00	\$3,600.00	\$3,800.00
<b>TOTAL:</b>	\$6,425.00	\$6,775.00	\$5,900.00	\$7,525.00

**Organizational Data**

**President:**

**Executive Director: Charles Ellis Cannon**

**Treasurer: Cynthia Justice**

**Other Officers: Board Chairman: Bernard Cox - Secretary: Cynthia Justice**

Completed by: Charles Cannon  
 (Signature)

Date: 3/20/23

Charles Cannon  
 (Name)

Executive Director  
 (Title)

Phone: 252-945-9866

*Beaufort County, North Carolina*  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: Citizens on Southside Together (COST)

1. WHOM DO YOU SERVE?	Fiscal 2022-23 Last Yr. Actual	Fiscal 2022-23 This Yr. Estimated	Fiscal 2023-24 Next Yr. Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> <b>TOTAL:</b>	240	350	400
1a. Total continuing from previous fiscal year	100	100	160
1b. Total new for the year	125	160	225
1c. Total terminated during the year	0	0	0
<b>TOTAL:</b>	225	260	385
2. RESIDENCE OF PARTICIPANTS <b>TOTAL:</b>			
2a. Washington	18	16	35
2b. Washington Park			
2c. Chocowinity	45	50	100
2d. Bath	5	6	5
2e. Belhaven	15	12	17
2f. Aurora	75	80	145
2g. Pantego	10	5	10
2h. Pinetown			
2i. Outside Beaufort County or Unknown	0	0	0
2j. Blounts Creek	150	150	150
2k. Edward	75	100	130
<b>TOTAL:</b>	393	419	592
3. AGE GROUP			
3a. Infants through 4 years of age	20	25	33
3b. 5 through 12 years of age	70	70	70
3c. 13 through 17 years of age	15	30	60
3d. 18 through 29 years of age	10	119	127
3e. 30 through 64 years of age	10	80	210
3f. 65 and over	238	90	95
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS <b>TOTAL:</b>			
4a. Below official poverty level (\$12,000)	20%	15%	20%
4b. At or near poverty level	80%	85%	80%
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable			
5. SEX <b>TOTAL:</b>			
5a. Male	97	99	242
5b. Female	100	110	350
5c. Not recorded	0	0	0

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Citizens on Southside Together (COST)

Contact Information: Charles Ellis Cannon

Post Office Box 223 – Aurora, North 27806

Amount Requested: \$3,000.00

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

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The Citizens on Southside Together Board of Directors again say thank you and would like to inform the Beaufort County Board of Commissioners what a tremendous difference the park makes to our community, especially the youth and seniors.

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Citizen on Southside Together is seeking funding to complete the walking trail to our park which is almost completed. This past year we partner with the Vidant Health Foundation to help our communities learn how to live a healthy and balance lifestyle, and install in the lives of people everywhere the value of health and fitness. Our Food Pantry and Fitness program is designed to meet the needs of the community members. We are in the process of expanding our efforts to reach all residents, so no one goes to bed hungry or not all residents, so no one goes to bed hungry or not know the importance of a healthy lifestyle and physical activity.

We are in the process of developing a nine hundred feet walking trail around the park. We have received funding from the Beaufort County Commissioners, Nutrien Aurora and Vidant Health Foundation, and we have completed two hundred and twenty-five feet (225) of the walking trail. Once the trail is completed our goal is to reduce the risk of disease. Physical fitness improves the health of the body by decreasing the risk or severity of diseases, such as hypertension (high blood pressure) diabetes, cholesterol levels, cardiovascular disease, obesity, and cancer.

We would be most grateful if this year the County Commissioners would consider providing a donation so we can complete this most needed walking trail so we can continue to improve and maintain the overall health of our community especially seniors and children. Your donation this year will help us Complete this project. Many business and community leaders are on board. The community is clearly excited and eager to see this project succeed.

I want to thank you for considering this opportunity to continue your partner with our organization. We will express our gratitude for your donation by posting Beaufort County Commissioners name on our Donor Recognition Wall. If you have any questions regarding our organization, or the project itself, please feel free to contact me at 252-945-9866.

*Sincerely,*

Completed By: Charles Cannon - Executive Director  
Printed Name & Position

Signature & Date Charles Cannon - 3-20-23

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: Eagle's Wings

Amount Requested \$ 5,000.00

	FY 2022-23 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County		\$2,000 -	\$2,000 -	\$5,000 -
Federal				
State				
Cities/Towns <u>Washington</u>		3,000 -	1,000 -	3,000 -
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers		194,300 -	158,300 -	
Fees/Dues				
Sales				
Miscellaneous - <u>GRANTS, OTHER</u>		50,500 -	55,000 -	
Beginning Balance (Deficit)				
<b>TOTAL:</b>		\$249,800 -	\$216,300 -	
<b>EXPENSES:</b>				
Salaries and Benefits		\$125,300 -	\$132,500 -	
Program Services		62,000 -	64,750 -	
Contractual Services		13,600 -	14,000 -	
Commodities & Supplies		13,000 -	13,975 -	
Fundraisers		1,500 -	-	
Capital				
Other		3,959 -	4,350 -	
<b>TOTAL:</b>		\$211,441 -	\$229,575 -	

**Organizational Data**

President: MARK STEVENS  
 Executive Director: ANN-MARIE MONTAGUE  
 Treasurer: ONIA WILLIAMS  
 Other Officers: SECRETARY = STEVEN WOOD

Completed by: *Ann Marie Montague*  
 (Signature)

Date: Feb. 8, 2023

ANN-MARIE MONTAGUE  
 (Name)

Exec. DIRECTOR  
 (Title)

Phone: 252-975-1138

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: Eagle's Wings

1. WHOM DO YOU SERVE?	Fiscal 2022-23 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:		1874	1950
1a. Total continuing from previous fiscal year			
1b. Total new for the year		394 households	
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:		968 households	1025
2a. Washington		521 "	
2b. Washington Park		137 "	
2c. Chocowinity		11 "	
2d. Bath		27 "	
2e. Belhaven		118 "	
2f. Aurora + Blounts Creek + Edward		3 "	
2g. Pantego		13 "	
2h. Pinetown		27 "	
2i. Outside Beaufort County or Unknown <i>(only record once)</i>			
3. AGE GROUP TOTAL:		1874 persons	
3a. Infants through 4 years of age		87	
3b. 5 through 12 years of age			
3c. 13 through 17 years of age		362	
3d. 18 through 29 years of age 18-59		815	
3e. 30 through 64 years of age			
3f. 65 and over 60 + over		436	
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:		968 households	
4a. Below official poverty level (\$12,000)		405 "	
4b. At or near poverty level		563 "	
4c. Middle income (\$30,000)		-	
4d. Upper income (\$60,000)		-	
4e. Not known or not applicable		-	
5. SEX TOTAL:		1874 persons	
5a. Male		667	
5b. Female		1207	
5c. Not recorded		-	

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Eagle's Wings Food Pantry

Contact Information: ANN-MARIE MONTAGUE

252-975-1138

Amount Requested: \$5,000. -

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

These requested funds will help off-set the cost of  
our satellite pantries. These pantries serve clients  
in the Aurora + Chocowinity areas as well as a  
Hispanic community on Hwy. 17 N. There are  
2 future locations currently being considered for  
satellite expansion.

Completed By: ANN-MARIE MONTAGUE - EXEC. DIRECTOR  
Printed Name & Position

Ann-Marie Montague - Feb. 8, 2023  
Signature & Date

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: Ruth's House

Amount Requested \$ 2500

	FY 2021-22 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>	2500	2500		<b>2500</b>
Requested from Beaufort County				
Federal	153255	114247		
State	94799	178780		
Cities/Towns	0			
United Way	5000	1200		
Other Counties excluding Beaufort County				
Other:	32525	41500		
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous	28000	56052		
Beginning Balance (Deficit)				
<b>TOTAL:</b>	<b>316079</b>	<b>394279</b>	<b>208390</b>	
<b>EXPENSES:</b>	210062	208390		
Salaries and Benefits				
Program Services	84616	172295	172295	
Contractual Services	4850	4850	4850	
Commodities & Supplies	7500	5650	5650	
Fundraisers	2000	2000	2000	
Capital				
Other				
<b>TOTAL:</b>	<b>309028</b>	<b>393185</b>	<b>393185</b>	


Organizational Data

President: Stacy Drakeford

Executive Director: Valerie Kines

Treasurer: Greg Cole

Other Officers: Jacinta Jones, Stephen Batten, Christine Womble

Completed by: 

(Signature)

Date: 2/14/2023

Valerie Kines

(Name)

Executive Director

(Title)

Phone: 252-940-0007

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Ruth's House

Contact Information: Valerie Kines

Amount Requested: \$2500

Please outline what the County appropriation will specifically be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Ruth's House continues to serve survivors of domestic abuse and their families. We still have  
not been able to reopen our resale shop, which helped cover operational costs and salaries  
not eligible for funding through restrictive grants. Money given to Ruth's House will supplement  
the general funds used to pay our shelter mortgage and shelter staff.

Completed By: Valerie Kines, Executive Director  
Printed Name & Position

 3/16/23  
Signature & Date



... where rivers meet the sea

March 20, 2023

Brian M. Alligood, Manager  
Beaufort County Government  
121 West 3<sup>rd</sup> Street  
Washington, NC 27889

Re: Request from the North Carolina Estuarium  
FY 2023/2024 Budget, Non-Recurring  
\$50,000

Dear Brian:

As you are aware the Estuarium received a planning grant from Nutrien to fund the development of the *Estuarium Oyster Center*. This center will include new exhibitry on oysters and other North Carolina seafood, a kitchen, a tasting station, and technology that will allow for distance learning across the State.

Enclosed is the Executive Summary of the planning process to date. It includes a projected budget that is based on meetings with exhibit designers, regional oyster farmers and other seafood providers, equipment suppliers, and key inspection, permitting and construction contacts. We have two pivotal meetings scheduled this week that will allow us to complete our initial planning process and finalize a document that will supplement information included herein. That document will be delivered to you as soon as possible.

We appreciate your guidance and advice during this process and we thank you in advance for presenting our request to the Board of County Commissioners.

Best regards,

Jackie Woolard  
Executive Director  
Partnership for the Sounds  
North Carolina Estuarium

Cc: David L. Clegg, Chairman of the Board, Partnership for the Sounds

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: North Carolina Estuarium      Amount Requested \$15,000.00

	FY 2021-22 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	15,000	25,000	25,000	<b>15,000</b>
Federal				
State <i>(*inc. one-time ARPA funds from State through Science Museums Grant)</i>	60,000	60,000	124,000*	<b>124,000*</b>
Cities/Towns	12,960	12,960	12,960	<b>12,960</b>
United Way				
Other Counties excluding Beaufort County				
Other:	43,398	50,000	60,000	<b>40,000</b>
Donations/Fundraisers				
Fees/Dues	54,772	32,000	32,040	<b>35,040</b>
Sales	32,374	30,000	30,000	<b>25,000</b>
Miscellaneous	312	20,040	18,000	<b>18,000</b>
Beginning Balance (Deficit)				
TOTAL:	218,815	230,000	302,000	<b>270,000</b>
<b>EXPENSES:</b>				
Salaries and Benefits	120,306	125,000	122,000	<b>130,000</b>
Program Services	4,055	5,000	5,000	<b>5,000</b>
Contractual Services	11,182	15,000	30,000	<b>10,000</b>
Commodities & Supplies	75,324	75,000	75,000	<b>75,000</b>
Fundraisers				
Capital	7,949	10,000	70,000	<b>50,000</b>
Other				
TOTAL:	218,815	230,000	302,000	<b>270,000</b>

Organizational Data

Chairman of the Board David Clegg:  
 Executive Director: Jackie Woolard  
 Treasurer John Ed Whitehurst

Completed by: Jackie Woolard  
 (Signature)

Date: March 17, 2023

Jackie Woolard  
 (Name)

Executive Director  
 (Title)

Phone: 252-948-1000



**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: North Carolina Estuarium

1. WHOM DO YOU SERVE?	Calendar 2022 Yr Actual	Calendar 2023 This Yr Estimated	Calendar 2024 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:			
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	15,730	18,000	20,000
2a. Washington	1,862	2,500	2,500
Other Beaufort County	1,526	2,000	2,000
Other NC counties (87)	9,168	10,000	11,000
Other US states (46)	3,044	3,400	3,900
Foreign countries (22)	130	100	100
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown			
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable	X	X	X
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable	X	X	X
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded	X	X	X

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: North Carolina Estuarium

Contact Information: Jackie Woolard

jpwpfs@embarqmail.com

Amount Requested: \$15,000.00

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

- Update exterior lighting
- Restroom updates/repairs (replace low-functioning toilets)
- Replace fluorescent light fixtures with LED fixtures
- Upgrade exhibit computer technology
- New folding tables and portable chairs

Completed By: Jackie Woolard  
Printed Name & Position

Jackie Woolard March 17, 2023  
Signature & Date

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: North Carolina Estuarium

Contact Information: Jackie Woolard

jpwpfs@embarqmail.com

Amount Requested: \$50,000.00

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Since November of 2022 the Estuarium has been conducting a Planning Study on how we can create a combination exhibit and small "classroom" kitchen dedicated to education and programs about oysters and other key seafood species in North Carolina. The goal is to revitalize the Estuarium with a unique space that puts us on the leading edge of providing information about how essential oysters and a strong seafood industry are to eastern NC, and also significantly elevates our profile for tourists and local residents alike.

The Estuarium Oyster Center will offer state-of-the-art exhibits highlighting how oysters are the foundation for healthy, biologically rich sounds, how humans from Native Americans through early settlers and enslaved Africans to today's soundside communities have utilized oysters, and the future of oyster farming in NC's estuaries. In addition, the Center will have a kitchen and "tasting station" where we will offer samples of oysters and other prepared seafoods in both formal and informal settings. We will brand this tasting station as "Seafood U", through which we will offer an array of programs on seafood prep with local chefs, oyster farmers, and other seafood providers. These programs will be offered directly and in partnership with Beaufort County Community College and other educational institutions. The space will also be available for small rentals and gatherings, which will provide a vital new revenue stream for Estuarium operations.

Our projected budget for full build-out of the Oyster Center is \$500,000. Estimated cost for kitchen prep and cooking equipment, serving and storage gear, and associated building retrofits and construction is \$100,000.00 We are requesting \$50,000 from Beaufort County and the City of Washington to fund this critical aspect of the Center's development.

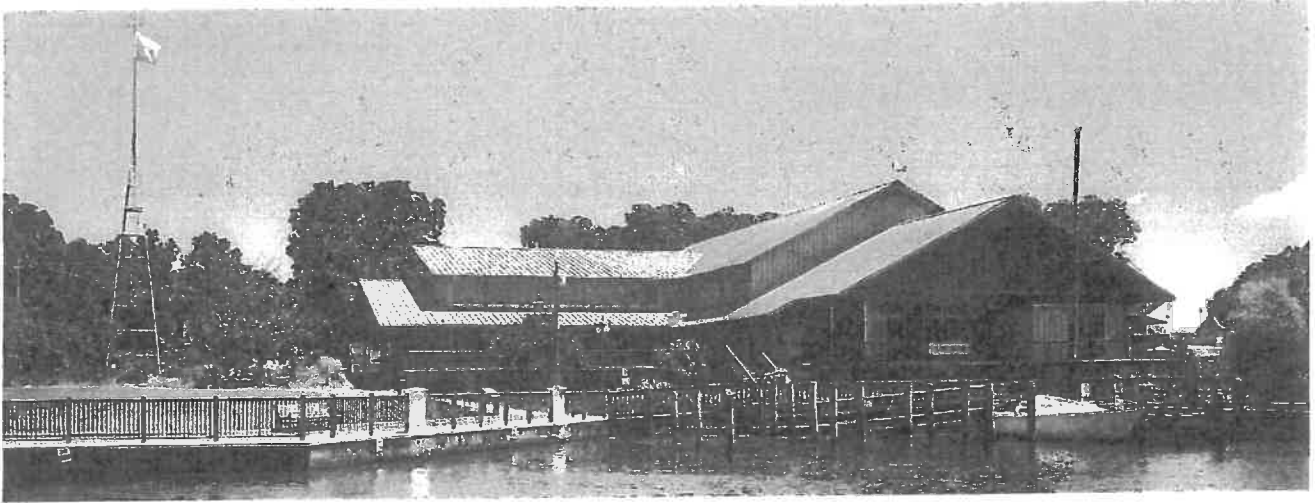
Completed By:

Jackie Woolard, Executive Dir.  
Printed Name & Position TOM Stroud, Dep. Dir.

Jackie Woolard 3/20/23  
Signature & Date

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## **NORTH CAROLINA ESTUARIUM**



## **ESTUARIUM OYSTER CENTER**

**Educational Exhibit, Tasting Station and Seafood School**

March 2023

## EXECUTIVE SUMMARY

The North Carolina Estuarium plans to create a world-class “Oyster Center” overlooking the Washington riverfront that will educate visitors about the importance of oysters in North Carolina’s estuaries, how they support local business, foster aquaculture, promote environmental sustainability, and create positive social impacts across the state’s inner and outer coastal regions.

As an anchor for tourism in Beaufort County for over 25 years, the Estuarium will continue to educate, entertain and attract visitors for decades with an immersive learning experience that offers innovative public and private programs ranging from:

- Oysters’ natural history - How and where they live in NC
- Ecosystem benefits of oysters - Water filtering, habitat creation, shoreline stabilization
- Oysters’ history with humans - Native Americans, Colonial Americans, African Americans
- The “Oyster Wars” and industrial harvesting in NC (1880-1920)
- The return of commercial oystering to NC (1980-2000s)
- The future of oystering - Modern farming and harvesting techniques used across the state’s estuarine region

In addition to the exhibit experience, the Estuarium will build a “Tasting Station” inside the Oyster Center. This one-of-a-kind attraction will include a “Seafood U” program where guests can sample fresh oysters (also seasonal shrimp, crabs and fish) provided by area chefs and the very aquaculturalists responsible for their growing and harvesting. With built-in cooking and prep equipment, this amazing space overlooking the Pamlico River will also serve as a unique new small-event rental space and revenue stream for the Estuarium.

With multiple ways to provide meaningful impact, the NC Estuarium’s Oyster Center will:

- Provide new and diverse educational programs to thousands of school children per year
- Serve as an inner estuarine hub for information about oysters and the NC Oyster Trail
- Create a positive economic impact for Washington, Beaufort County and partnering counties by stimulating the region’s growing aquaculture tourism and shellfish growers

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## FUNDRAISING GOALS

Through a planning grant funded by Nutrien, we project the budget for a fully built-out NC Estuarium Oyster Center as follows:

Description	Cost
Exhibit Design, Assembly & Installation	\$280,000
Engineering, Demolition & Construction	\$100,000
Seafood Lab, Kitchen and Prep Equipment, Storage & Accessories	\$100,000
Finishing, Marketing & Incidentals	\$20,000
<b>Total</b>	<b>\$500,000</b>

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: **Cornerstone FUN Program**

Amount Requested **\$5,000.00**

	FY 2022-23 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	\$5,000.00	\$5,000.00	\$5,000.00	<b>\$5,000.00</b>
Federal (City)	\$6,480.00	\$6,500.00	\$6,500.00	<b>\$6,500.00</b>
State (JCPC)	\$38,613.79	\$39,000.00	\$43,279.55	<b>\$43,300.00</b>
Cities/Towns (DSS)	\$48,900.00	\$48,900.00	\$48,900.00	<b>\$48,900.00</b>
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				<b>\$9,725.30</b>
<b>TOTAL:</b>	<b>\$98,993.79</b>	<b>\$99,400.00</b>	<b>\$103,679.55</b>	<b>\$113,425.30</b>
<b>EXPENSES:</b>				
Salaries and Benefits	\$57,918.39	\$58,000.00	\$59,670.40	<b>\$60,000.00</b>
Program Services	\$17,559.20	\$18,000.00	\$17,794.45	<b>\$18,000.00</b>
Contractual Services				
Commodities & Supplies	\$6,540.74	\$6,500.00	\$4,047.54	<b>\$4,050.00</b>
Fundraisers				
Capital				
Other (Meals)	\$3,931.26	\$4,000.00	\$7,441.86	<b>\$7,442.00</b>
<b>TOTAL:</b>	<b>\$85,949.59</b>	<b>\$86,500.00</b>	<b>\$88,954.25</b>	<b>\$89,492.00</b>

Organizational Data

President:

Executive Director: Bishop James McIntyre, Sr.

Treasurer

Other Officers: Cornerstone Community Based Programs Chief Operations Officer:

Shirley Roberson

Completed by:

*Shirley Roberson*  
(Signature)

Date: March 20, 2023

Shirley Roberson  
(Name)

Chief Operations Officer  
(Title)

Phone: 252-946-6109

**RECEIVED**  
**3/20/23**

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: **Cornerstone FUN Program**

1. WHOM DO YOU SERVE?	Fiscal 2022-23 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> <b>TOTAL:</b>			
1a. Total continuing from previous fiscal year	0	0	0
1b. Total new for the year	277	297	327
1c. Total terminated during the year	127	148	165
<b>2. RESIDENCE OF PARTICIPANTS TOTAL:</b>	<b>277</b>	<b>297</b>	<b>327</b>
2a. Washington	269	290	312
2b. Washington Park	0	0	0
2c. Chocowinity	5	3	7
2d. Bath	0	0	0
2e. Belhaven	2	2	3
2f. Aurora	1	2	5
2g. Pantego	0	0	0
2h. Pinetown	0	0	0
2i. Outside Beaufort County or Unknown	0	0	0
<b>3. AGE GROUP TOTAL:</b>	<b>277</b>	<b>297</b>	<b>327</b>
3a. Infants through 4 years of age	49	53	58
3b. 5 through 12 years of age	77	82	86
3c. 13 through 17 years of age	42	47	55
3d. 18 through 29 years of age	49	53	62
3e. 30 through 64 years of age	60	62	66
3f. 65 and over	0	0	0
3g. Not known or not applicable	0	0	0
<b>4. INCOME OF PARTICIPANTS TOTAL:</b>	<b>277</b>	<b>297</b>	<b>327</b>
4a. Below official poverty level (\$12,000)	92	99	109
4b. At or near poverty level	128	131	138
4c. Middle income (\$30,000)	6	10	15
4d. Upper income (\$60,000)	0	0	0
4e. Not known or not applicable	51	57	65
<b>5. SEX TOTAL:</b>	<b>277</b>	<b>297</b>	<b>327</b>
5a. Male	104	111	116
5b. Female	173	186	211
5c. Not recorded	0	0	0

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Cornerstone FUN Program

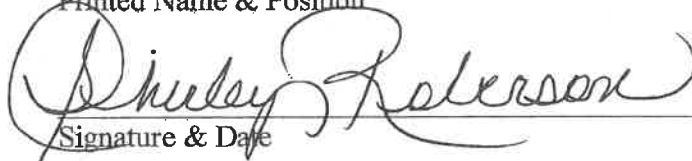
Contact Information: Post Office Box 444, Washington, North Carolina 27889

Amount Requested: \$5,000.00

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

The Internationally Nurturing Parenting Programs involves certain components to offer a program that  
meets best practice program fidelity. While trained certified staff is one of the major components of  
the program, there are other items that are needed to offer a quality program that will assure success.  
Cornerstone FUN program is seeking funding to maintain fidelity to assist in providing Nurturing  
Parenting skills to families in Washington-Beaufort County. Funding is being requested for part of a  
16-week session program as outlined in the attachment.

Completed By: Shirley Roberson: Chief Operations Officer  
Printed Name & Position

  
Signature & Date

*Budget Form 3  
Continued*

*Cornerstone Families Understanding Nurturing Parenting Programs (FUN)*

<b>Line-Item Description</b>	<b>Amount Requested</b>	<b>Line-Item Explanation (Narrative)</b>	<b>Total Amount</b>
Meals	\$1,760.00	20 people x 16 weeks @ \$5.50 per person  Meals are a vital component of the FUN Program. Meals are needed to supply a nutritious meal for the parents and their children that attended on a weekly basis.	\$1,760.00
<b>Total Meals</b>			<b>\$1,760.00</b>
Supplies & Materials	\$1,000.00	20 people x \$50.00  Evidence Based Curriculum: Supplies & Materials are needed as a tool to educate parents and children on how to apply concepts of being a nurturing parent and as a family. The supplies and materials are used for the entire family which enables positive, healthy relationships between parents and their children.	\$1,000.00
<b>Total Supplies &amp; Materials</b>			<b>\$1,000.00</b>
Travel, Transportation	\$640.00	Transportation is provided for participating families in the program. Fuel is needed for picking up and dropping off participants who will need transportation to attend the weekly sessions for the entire program.	\$640.00
<b>Total Travel, Transportation</b>			<b>\$640.00</b>
Utilities	\$1,600.00	16 weeks @ \$100.00  Utilities are needed for the upkeep of the building during the time the sessions are held and to heat and cool the building for participating families that attend on a weekly basis.	\$1,600.00
<b>Total Utilities</b>			<b>\$1,600.00</b>
<b>Total Amount Requested</b>			<b>\$5,000.00</b>

Pantego Academy Historical Museum Association  
46 Academy Street  
Pantego, North Carolina 27860

February 24, 2023

Allene Hale, Finance Specialist

RE: 2023-2024 Funding Request from Beaufort County

Thank you for granting us the \$1,500 for this year. It is very much appreciated.

Enclosed is our request for the allocation for our Museum for 2023-2024. If there is anything you need to contact me about you have my email address or my phone number is 252-943-2034.

Thank you for your service.

Sincerely,

Martha Baynor

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

*Museum*

Agency: Panteq Academy Historical

Amount Requested \$ 1,500.00

	FY 2021-22 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	\$1,500.00	\$1,500.00		\$1,500.00
Federal	—	—		
State	—	—		
Cities/Towns	—	—		
United Way	—	—		
Other Counties excluding Beaufort County	—	—		
Other:				
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
<b>TOTAL:</b>				
<b>EXPENSES:</b>				
Salaries and Benefits		<i>all volunteers</i>		
Program Services				
Contractual Services				
Commodities & Supplies				
Fundraisers				
Capital				
Other				
<b>TOTAL:</b>				

*See Attached  
profit & Loss  
Statement*

Organizational Data

President: *Dianne Bowen*  
 Executive Director: *Chester Smith V.P.*  
 Treasurer: *Martha Baynor*  
 Other Officers: *Phroene Allen, Wanda Reasick, C. C. Jones*

Completed by: *Martha S. Baynor*  
 (Signature)

Date: *2-16-2023*

*Panteq Academy H. Museum*  
 (Name)

*Treasurer*  
 (Title)

Phone: *252-943-2034*

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: *Pantego Academy Historical Assoc.*

1. WHOM DO YOU SERVE?	Fiscal 2021-22 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	<i>We serve entire county and surrounding areas</i>		
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington	✓	✓	✓
2b. Washington Park	✓	✓	✓
2c. Chocowinity	✓	✓	✓
2d. Bath	✓	✓	✓
2e. Belhaven	✓	✓	✓
2f. Aurora	✓	✓	✓
2g. Pantego	✓	✓	✓
2h. Pinetown	✓	✓	✓
2i. Outside Beaufort County or Unknown	✓	✓	✓
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age	✓	✓	✓
3c. 13 through 17 years of age	✓	✓	✓
3d. 18 through 29 years of age	✓	✓	✓
3e. 30 through 64 years of age	✓	✓	✓
3f. 65 and over	✓	✓	✓
3g. Not known or not applicable	✓	✓	✓
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable		✓	✓
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded		✓	✓

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Panteop Academy Historical Museum

Contact Information: Martha S. Baynor

975 Saw Rd, Panteop, NC 27860

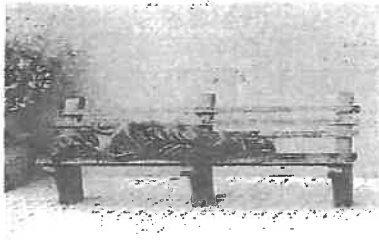
Amount Requested: \$1,500

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

We need any help you can offer to help us  
maintain and keep the doors open to this beautiful and  
one of a kind building that houses a unique museum  
that projects the way the area lived in the late 1800's.  
We have a lot of visitors from around the state and a very  
good history lesson. Thank you for helping us.

Completed By: Martha S. Baynor, Treasurer  
Printed Name & Position

Martha S. Baynor 2-16-23  
Signature & Date



ZION SHELTER AND KITCHEN INC.

PO Box 2324, Washington, NC 27889

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Ms. Allena Hale  
Finance Specialist  
Beaufort County NC  
102 East Second Street  
Washington, NC 27889

March 17, 2023

Dear Ms. Hale,

Attached please find the request from Washington Interchurch Shelter and Kitchen (DBA Zion Shelter and Kitchen) for FY2023-2024 funding from the Beaufort County. The Board, Staff and Volunteers are deeply grateful for the County's financial support. We hope that you and the County Commissioners recognize the value of Zion's considerable services to the citizens of the County. We are requesting an increase in support from previous years for very real circumstances articulated on Budget Form 3 in this packet.

My predecessor as Treasurer, Bill Darden, is no longer a member of Zion's Board as he relocated out of the Beaufort County area in December.

I and our Board Chair, Tom Jacobs, stand ready to meet with you and/or others at your discretion to update decision makers on Zion's operation, the important services that Zion provides to the citizens of Beaufort County and answer any questions you may have.

Sincerely,

Fritz Morrison, Treasurer



**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*


Agency: Washington Area Interchurch Shelter and  
 Kitchen, Inc.

Amount Requested \$ 12,000.00

	FY 2021-22 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	10,000.00	10,000.00	10,000.00	12,000.00
Federal	1,000.00	2,500.00	2,000.00	
State		0	0	
Cities/Towns	6,100.00	8,000.00	6,100.00	10,000.00
United Way	3,000.00	3,000.00	3,000.00	3,000.00
Other Counties excluding Beaufort County			0	
Other:				
Donations/Fundraisers	74,070.30	64,500.00	74,162.47	70,600.00
Fees/Dues				
Sales				
Miscellaneous	236.99	162.00	156.11	120.00
Beginning Balance (Deficit)	93,899.78		96,719.19	
<b>TOTAL:</b>	<b>188,307.07</b>	<b>88,162.00</b>	<b>192,137.77</b>	<b>95,720.00</b>
<b>EXPENSES:</b>				
Salaries and Benefits	60,959.94	59,731.00	73,292.20	70,666.00
Program Services	19,167.83	20,722.00	24,653.59	24,807.00
Contractual Services	5,778.50	6,339.00	6,991.16	6,090.00
Commodities & Supplies	4,629.61	4,100.00	9,793.42	4,752.00
Fundraisers				
Capital				
Other	1,052.00	652.00	152.00	52.00
<b>TOTAL:</b>	<b>91,587.88</b>	<b>91,544.00</b>	<b>114,882.37</b>	<b>106,367.00</b>

Organizational Data

President: Tom Jacobs, Chair.  
 Executive Director: Robert Harris  
 Treasurer: Fritz Morrison  
 Other Officers: Bill Booth, Vice-Chair.

Completed by:   
 (Signature)

Date: 3/17/2023

Fritz Morrison  
 (Name)

Treasurer  
 (Title)

Phone: 919-760-3742

**RECEIVED**  
**3/20/23**

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: Zion Shelter and Kitchen

1. WHOM DO YOU SERVE?	Fiscal 2021-22 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> <b>TOTAL:</b>	23	28	30
1a. Total continuing from previous fiscal year	7	5	6
1b. Total new for the year	16	23	24
1c. Total terminated during the year	18	22	23
<b>2. RESIDENCE OF PARTICIPANTS TOTAL:</b>	23	28	30
2a. Washington			
2b. Washington Park			
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown			
<b>3. AGE GROUP TOTAL:</b>	23	28	30
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			
<b>4. INCOME OF PARTICIPANTS TOTAL:</b>	23	28	30
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable			
<b>5. SEX TOTAL:</b>	23	28	30
5a. Male	23	28	30
5b. Female			
5c. Not recorded			

BEAUFORT COUNTY  
REQUEST FOR COUNTY APPROPRIATION  
BUDGET FORM 3

AGENCY: WASHINGTON AREA INTERCHURCH SHELTER AND KITCHEN, INC.  
DBA ZION SHELTER AND KITCHEN, INC.

CONTACT INFORMATION: FRITZ MORRISON, TREASURER, 919-760-3742, fritzmorrisson@gmail.com

AMOUNT REQUESTED: \$12,000

Zion Shelter and Kitchen has been in operation at 114 West Martin Luther King, Jr. Drive in Washington since 1985. In 2022, Zion provided 1,750 nights of shelter for homeless men. As with 2020 and 2021, shelter/night numbers were lower than prior years due to reduced shelter capacity to meet Covid 19 social distancing guidelines. Zion's kitchen served 13,007 meals to food insecure citizens of Washington in 2022. Budget Form 3 reflects only men sleeping in our shelter. Due to privacy accommodations, we do not keep records of prior residence, age, or income of our shelter clients. We estimate that our kitchen serves approximately 125 individuals over the course of one year.


In 2022, Zion started providing professional Case Management services to shelter clients with the goal of helping them transition to personal/permanent housing. In 2022, four of our clients were able to successfully move beyond homelessness.

Another important new service provided by Zion to Beaufort County citizens is the establishment and staffing of a 24/7 "Homeless Hotline" providing advice and connection to resources to all callers (men and women, many with children). This number has been widely publicized in the county. To date, the hotline has received an average of 18 calls per week. Extrapolated to a full year, this would amount to serving an additional 936 individuals, plus their dependents, per year. Zion is partnering with the United Way and its newly established "Safe Harbor" program, to provide emergency temporary housing in local hotels to individuals and families who find themselves homeless, often unexpectedly.

The Beaufort County funding for fiscal year 7/01/2023 – 6/30/24 will be used as in recent years to meet our major expenses of salaries (\$55,000+ in total) for our Executive Director and two full-time Shelter Managers and rent/utilities (\$18,000+).

We are sincerely grateful for Beaufort County's financial support over the years. We are asking for increased support for FY23-24 to help offset the impact of inflation and to allow Zion to continue to offer enhanced services (identified above) to the citizens of the county. Zion experienced an operating loss of over \$12,000 in 2022 with similar results forecast for 2023. We simply need additional funding from all revenue sources to avoid further depletion of our modest reserves and to avoid potentially painful decisions on the elimination of some services.

COMPLETED BY: Fritz Morrison, Treasurer, 919-760-3742 (cell)

  
Signature

3/17/2023  
Date

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: HUMANE SOCIETY OF BEAUFORT COUNTY Amount Requested \$ 10,000.00  
DR. CHUCK HANNING MEMORIAL FUND

	FY 2021-22 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	10,000.-	100,000.00	100,000.00	10,000.00
Federal				
State				
Cities/Towns				
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	85,717.-	90,000.00	95,000.00	10,000.00
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)	9,104.-			
<b>TOTAL:</b>	<b>104,821.-</b>			
<b>EXPENSES:</b>				
Salaries and Benefits	0	0	0	0
Program Services	0	0	0	0
Contractual Services	97,066.00	54,271.-	100,000.-	10,000.00
Commodities & Supplies	0			
Fundraisers	0			
Capital	0			
Other				
<b>TOTAL:</b>	<b>97,066.00</b>			

Organizational Data

President: MARLETTA POFFENBERGER, D.V.M

Executive Director:

Treasurer BARBARA GRAU

Other Officers: BARBARA ROBITAILLE, V.P.

SUZI PIEGOLS, SECRETARY

MARGARET PETERSEN, V.P.

Completed by: M J Petersen

(Signature)

Date: 4/13/23

MARGARET PETERSEN

(Name)

V. P.

(Title)

Phone: 252-975-5725

**SCANNED**

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: **HUMANITARIAN SOCIETY OF BEAUFORT COUNTY**  
**DR. CHUCK MANNING MEMORIAL FUND**

1. WHOM DO YOU SERVE?	Fiscal 2021-22 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) <b>TOTAL:</b>			
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
<b>2. RESIDENCE OF PARTICIPANTS TOTAL:</b>			
2a. Washington			
2b. Washington Park			
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown			
<b>3. AGE GROUP TOTAL:</b>			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			
<b>4. INCOME OF PARTICIPANTS TOTAL:</b>			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Nor known or not applicable			
<b>5. SEX TOTAL:</b>			
5a. Male			
5b. Female			
5c. Not recorded			

THE ENTIRE COUNTY

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: HUMANE SOCIETY OF BEAUFORT COUNTY  
DR. CHUCK MANNING MEMORIAL FUND

Contact Information: MARGARET J. PETERSEN

Amount Requested: \$10,000.00

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

THE MONEY WILL ONLY BE USED TO PAY THE VETERINARY  
EXPENSE FOR SPAYING/NEUTERING AS WELL AS A RABIES  
AND DISTEMPER VACCINATION

Completed By: MARGARET J. PETERSEN, VICE PRESIDENT  
Printed Name & Position

M J Petersen 4/8/23  
Signature & Date

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*


Agency: Inner Banks STEM Center

Amount Requested \$5,000

	FY-2021/2022 Actual	FY-2022/2023 Budget	FY-2022/2023 Est. Actual Expenses	FY2023/2024 Budget Request
<b>REVENUES:</b>				
Requested from Washington	2,500	3,000		3,000
Federal				
State	6,000	6,000		6,000
County	5,000	5,000		5,000
United Way	1,015	5,000		5,000
All Cities/Towns other than Washington				
Other:				
Donations/Fundraisers	80,414	109,000		125,000
Fees/Dues				
Sales				
Miscellaneous	7,179	2,000		
Beginning Balance (Deficit)	174,524	51,214		2,214
<b>TOTAL:</b>	276,632	181,214		146,214
<b>EXPENSES:</b>				
Personal Services				
Programs Services/Costs	85,215		80,000	
Contractual Services	47,645		45,000	
Commodities & Supplies	2,094		5,000	
Fundraisers	9,893		9,000	
Capital	68,705		20,000	
Other	11,866		20,000	
<b>TOTAL:</b>	225,418		179,000	

Organizational Data

President: Alvin D. Powell  
 Executive Director: Dr. Walt Johnson (Board Chair)  
 Treasurer: Gary Robitaille  
 Other Officers: VP James Madson, Watsi Sutton (Exec Board)

Completed by:   
 (Signature)

Date: 20 JAN 2023

Gary Robitaille  
 (Name)

Treasurer  
 (Title)

Phone: 252-975-6700

# Beaufort County, North Carolina

## PROGRAM PARTICIPANTS STATISTICS

*Budget Form 2*

Agency: Inner Banks STEM Center

1. WHOM DO YOU SERVE?	Fiscal 2021- 2022 Last Yr Actual	Fiscal 2022- 2023 This Yr Estimated	Fiscal 2023- 2024 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> <b>TOTAL:</b>	250	400	720
1a. Total continuing from previous fiscal year		25	50
1b. Total new for the year	250	275	670
1c. Total terminated during the year	NA	NA	NA
<b>2. RESIDENCE OF PARTICIPANTS TOTAL:</b>			
2a. Washington City Limits	110	250	350
2b. Washington Extra Territorial Jurisdiction		10	30
2c. Washington Park		10	60
2d. Chocowinity	5	10	50
2e. Bath	5	5	25
2f. Belhaven		10	25
2g. Aurora		5	20
2h. Pantego/Pinetown			10
2i. Outside Beaufort County or Unknown	130	100	150
<b>3. AGE GROUP TOTAL:</b>			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age	20% (11-12)	20% (11-12)	20% (11-12)
3c. 13 through 17 years of age	80%	80%	80%
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			
<b>4. INCOME OF PARTICIPANTS TOTAL:</b>			
4a. Below official poverty level (\$9,084)	75%	75%	75%
4b. At or near poverty level	20%	20%	20%
4c. Middle income (\$30,280)	5%	5%	5%
4d. Upper income (\$55,999+)			
4e. Not known or not applicable			
<b>5. SEX TOTAL:</b>			
5a. Male	45%	45%	45%
5b. Female	55%	55%	55%
5c. Not recorded			

**Note:** "TOTAL" number of individuals served in 2022 consisted of students participating in seven drone mini-camps; three two-week summer camps, and a Youth STEM Career Day for 150 7<sup>th</sup> Graders at BCCC on December 8, 2022.

IBX STEM Center

**Beaufort County, North Carolina**  
**Request for County Appropriation: 2023**  
*Budget Form 3*

**Agency:** Inner Banks STEM Center (IBX STEM).

Our 501(c)(3) nonprofit was called the Beaufort County Police Activities League or BCPAL until August 2018 when we changed our name to the Inner Banks STEM Center.

**Contact Information:** Al Powell, President

(609) 412-9743

Email: beaufortcountypal@hotmail.com

**Amount Requested:** \$5,000 per year

Please outline what the City of Washington (hereafter called the City) appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

**Purpose**

These funds are being requested by IBX STEM to help pay a portion of the following annual operating expenses because some of our annual financial support has been reduced or cancelled because of the COVID 19 pandemic impact on available grants being offered.:

1. \$3,000: A portion of the annual building operating expenses is for heating and air conditioning at our Aviation, Technology and Health Center located at the Washington Warren Airport. This expense is approximately \$250 monthly.
2. \$1,200: To help pay for the cost of the monthly commercial high band-width cable service. This service is necessary to provide the cable capacity that is required to access educational video, and web-based STEM programming. This expense is approximately \$100 monthly.
3. \$1,800: The cost of renting the City of Washington swimming pool with instructors to provide daily swimming lessons to students during our 2023 summer STEM camps. These swimming lessons will help the students pass an in-river swimming test so that they can participate in the Little Washington Sailing School course (a partner organization).
4. \$3,000: Help offset the cost of 10 students attending the Little Washington Sailing School as part of our summer Boating Camp.

**Background Information**

IBX STEM is a "independent/stand alone" nonprofit that does not receive any financial support from a parent organization. All fundraising is conducted by IBX STEM personnel located in Washington, NC. All funding is put directly back into the program. IBX STEM does not pay its staff a salary. The exception is when a staffer is compensated by a grant for specific services as a contractor such as a grant administrator (mandatory position), staff member, or an instructor.

## IBX STEM Center

Historically, a significant portion of the funds to sustain our science, technology, engineering, and math (STEM) programs have come from the Burroughs Wellcome Fund (BWF). These are specifically designated funds that cannot be used for capital projects, nonbudgeted programs or unapproved expenses. We received \$180,000 from BWF to fund a new three-year Renewable Energy Sources summer camp and weekend academy program. These funds cannot be used for another program. We also have grants from the Eddie and Jo Allison Family Foundation (Gray-White Boats), Tom Davis Fund, and Nutrien to help fund our Aviation and Boating Camps. The requested City funds will help us make up the funding shortfall in the Aviation and Boating Camps.

During 2022, IBX STEM conducted 10 STEM programs to reach students in Washington and Beaufort County; seven drone mini-camps and three two-week summer camps. This is more STEM camps programs than we have done in the history of our organization, despite the adverse impact of the COVID pandemic on academic programs during the year.

The seven drone mini-camps were based on a drone curriculum that the IBX STEM staff developed in 2021 and obtained a copyright on. We then developed spin-off in-person and hybrid online drone courses from this new curriculum that would comply with COVID pandemic restrictions. We felt that as an educational nonprofit committed to working with high-risk youth, we had an obligation to the students to design some type of home-based online drone course or a scaled down in-person drone course. Both drone courses will comply with all COVID 19 health and safety requirements.

The drone mini-camp that we conducted at the Boys and Girls Club in Washington was paid for by funds from the IBX STEM general funds account; not a grant. We used funds from our general funds account to purchase drones, batteries, accessories, fund staffing, and pay for travel expenses. We were subsequently able to recoup some of the drone mini-camp expenses from: (1) obtaining funds from a NC Department of Transportation- Aviation Career Education grant (that the City of Washington submitted for us), (2) using funds from this City grant request, and (3) charging a small fee per student to the BCCC Foundation for the students BCCC recruited for some of the drone mini-camps.

### Fund Raising Efforts

The main source of fund raising to help with our operating expenses is our annual Dinner-Dance event. This event has historically been well attended by the community. It was conducted in November 2022 for the first time in three years. It was well attended and the funds raised will be used to help offset operating expenses. The Burroughs Wellcome Fund grant that has been used to fund the summer STEM Aviation and Boating Camps ended in 2021. It is our intention to continue these two camps which are our "signature camps"; however, we will have to locate funding to sustain these camps. In 2022 IBX STEM received a grant from a "by invitation only" funder that provided 65% of the \$17,000 funding for the Aviation Camp in 2022 and 2023. The Eddie Jo Allison and Smith Foundation (Grady White Boats) provided \$3,500 in funding for the 2022 Boating Camp and will provide \$3,500 in 2023. The Boating Camp cost \$14,000 to conduct which includes the students attending the Little Washington Sailing School. In 2022, we received a three-year grant from the Burroughs Wellcome Fund for \$180,000. This grant will fund a brand-new Renewable Energy Sources Using Artificial Intelligence Camp; we conducted the first one in June 2022.

## IBX STEM Center

### IBX STEM Community Impact

We have been coordinating community service events and conducting STEM programs for at-risk youth since 2012. Approximately 1,900 Beaufort County students have collectively been exposed to our programs since we started. It costs about \$75,000 to incarcerate a juvenile for one year. If we have prevented four (4) of these youth from being incarcerated for one year, our program has saved the City, County, and state residents about \$75,000 in incarceration costs for a year. Since 2019, we have expanded and improved our STEM programs to include the signature programs we currently offer.

In 2022 IBX STEM conducted 10 STEM summer camp programs: the most ever by our nonprofit in one year despite the COVID ramifications and limitations:

1. A drone mini-camp conducted at the Washington Boys and Girls Club at no cost to the Club.
2. Three in-person 18-hour drone mini-camps were conducted in partnership with the Beaufort County Community College (BCCC) Foundation and advertised in the BCCC Spring catalog. On Fridays, the students spent four hours at the IBX STEM Center as part of a field trip touring our facility, using the flight training devices, and visiting the Washington-Warren Airport.
3. Three in-person drone mini-camps were conducted in Greenville in partnership with another faith-based nonprofit. IBX STEM received partial program compensation from this nonprofit for conducting our STEM program at their facility.
4. Three (3) two-week summer in-person STEM camps were conducted at the IBX STEM Center at the Washington-Warren Airport in 2022: an Aviation Camp, a Boating Camp, and a new Renewable Energy Sources. Students from different parts of Beaufort County attended.

All camps were conducted with COVID compliant safe guards. IBX STEM was able to raise 100% of the funds and build a 6,000 square foot educational facility at the airport that opened in 2018. This location has allowed the airport to be used as a community resource and showcase Beaufort County's commitment to investing in youth. The IBX STEM building is the first building individuals see when they leave the terminal building front entrance.

The drone mini-camps mentioned above were approved by the NC Department of Transportation-Division of Aviation as Aviation Career Education (ACE) courses. The drone curriculum was written by one of the IBX STEM staff who is a certified Federal Aviation Administrator Airplane Flight Instructor authorized to teach and write aviation curriculums and lesson plans. IBX STEM subsequently obtained a copyright on this "first of a kind" online drone-coding curriculum/course.

## IBX STEM Center

Our service to the local community is well documented. BCPAL was named the 2015 “Nonprofit of the Year” by the Washington/Beaufort County Chamber of Commerce because of its contributions to the City and Beaufort County residents. We changed our name to the Inner Banks STEM Center (IBX STEM) in August 2018. In 2022, we received a Community Service Awards from the Washington-Beaufort County Chamber of Commerce and the Governor’s Award for Volunteerism for our community service programs working with youth.

In 2022, we will be offering free health risk assessment screening at our facility to the students that participate in our STEM programs and interested organizations. We received a Community Health Grant from the Vidant Beaufort Hospital to purchase this bio-medical assessment hardware/software. A dedicated section of our facility will be used for this health initiative noting that the retired Director of the Beaufort County Health Department (BCHD) is the Vice-President of IBX STEM. Our partners in this health initiative program will be the BCCC Allied Health and Science Department and the BCHD. We will explore ways to educate low/middle income families about the importance of fitness, diet and nutrition. This program will be expanded to City first responders and local businesses at some point.

### Unexpected Financial Setback in 2022

In May 2022, IBX STEM ordered eight “soccer” drones from a Chinese manufacturer for \$4,600 which included the shipping charges. Unfortunately, the airline carrier-DHL failed to notify IBX STEM when the merchandise arrived in the US and the merchandise was returned to Hong Kong, China. IBX STEM had to pay \$3,600 in unexpected/unnecessary/additional reshipping charges to have the merchandise returned from Hong Kong to IBX STEM in Washington, NC. A compliant has been filed with DHL; however, we have no hope of recovering these critical operating funds.

The Aviation, Technology and Health STEM Center is a Washington community resource that will be used to:

1. Conduct science, technology, engineering and math (STEM) summer camps and afterschool or weekend academy programs.
2. Conduct law enforcement conferences.
3. Provide a classroom for the U.S. Coast Guard Auxiliary to conduct boat safety classes.
4. Provide a facility for law enforcement agencies to have conferences.
5. Provide a back-up emergency deployment area in the event of a natural disaster/emergency.
6. Provide summer camp programs that teach positive life-skills to youth that will allow the City law enforcement authorities to divert resources away from juvenile related criminal activity to other types of criminal activity.

IBX STEM Center

7. Publicity for the City of Washington and the Washington Warren Airport. Our programs and STEM Career Day events have received widespread media coverage including national circulation in the NASA newsletter, NC STEM Center website, and the Burroughs Welcome Fund international website to name a few.

Completed By: Alvin D. Powell, President, Inner Banks STEM Center  
Printed Name & Position

Alvin D. Powell 2/24/2023  
Signature & Date

**AGAPE**

As of 5/9/2023, AGAPE has not submitted supporting documentation for FY 2023/2024 agency funding request.

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: Beaufort/Hyde Partnership for Children      Amount Requested \$10,00

	FY 2022-23 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	10,000	10,000	10,000	<b>10,000</b>
Federal	678,289	640,000	640,000	<b>640,00</b>
State	1,107,014	1,150,000	1,150,000	<b>1,150,000</b>
Cities/Towns	0	0	0	<b>0</b>
United Way	5,000	5,000	1,000	
Other Counties excluding Beaufort County	4,500			
Other:	25,158	20,000	20,00	<b>20,00</b>
Donations/Fundraisers				
Fees/Dues	3,821	4,100	4,100	<b>4,100</b>
Sales	0			
Miscellaneous	8,374	3,750	3,750	<b>3,750</b>
Beginning Balance (Deficit)				
<b>TOTAL:</b>	<b>1,842,156</b>	<b>1,832,850</b>	<b>1,828,850</b>	<b>1,827,850</b>
<b>EXPENSES:</b>				
Salaries and Benefits	600,608	575,000	575,000	<b>575,000</b>
Program Services	107,937	105,000	105,000	<b>105,000</b>
Contractual Services	1,070,187	1,100,000	1,100,00	<b>1,100,000</b>
Commodities & Supplies	48,492	37,000	37,000	<b>37,000</b>
Fundraisers				
Capital				
Other	3,963	3,100	3,100	<b>3,100</b>
<b>TOTAL:</b>	<b>1,831,187</b>	<b>1,820,100</b>	<b>1,820,100</b>	<b>1,820,100</b>

Organizational Data

President: Chris Whitehead  
 Executive Director: Jessica Burnham  
 Treasurer: Ricky Credle  
 Other Officers: Vice President: Luana Gibbs; Secretary: Laurie Potter

**Revenues:**

Donations/Fundraisers- Includes all donated cash and private grants received.

Fees/Dues- Fees from lending library membership and teacher training.

Sales- Sale of an asset

Miscellaneous- Sales tax refund, and interest earned on CDs.



**Expenses:**

Program Services- Include everything that is paid out for our programs to run. Including but not limited to travel, rent, supplies, trainings and more.

Contractual Services- We contract with both Beaufort and Hyde County Schools for NC PreK to provide slot funding.

Other- Sales tax

Completed by:   
(Signature)

Date: 3/16/2023

Jelanda Hunter  
(Name)

Fiscal Affairs Administrator  
(Title)

Phone: 252-975-4647 ext. 10

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: Beaufort-Hyde Partnership for Children

1. WHOM DO YOU SERVE?	Fiscal 2022-23 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	6		12
1a. Total continuing from previous fiscal year	4		
1b. Total new for the year	2		
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	6		12
2a. Washington	4		8
2b. Washington Park			
2c. Chocowinity			2
2d. Bath			
2e. Belhaven	2		2
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown			
3. AGE GROUP TOTAL:	6		12
3a. Infants through 4 years of age	3		3
3b. 5 through 12 years of age			
3c. 13 through 17 years of age	2		4
3d. 18 through 29 years of age	1		5
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:	6		12
4a. Below official poverty level (\$12,000)	6		12
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Nor known or not applicable			
5. SEX TOTAL:	6		12
5a. Male			3
5b. Female	6		9
5c. Not recorded			

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Beaufort Hyde Partnership for Children

Contact Information:

979 Washington Square Mall  
Washington, NC 27889  
252-975-4647-Phone

Amount Requested: \$10,000

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Beaufort Hyde Partnership for Children is requesting funds from the Beaufort County Commissioners specifically for our ACCESS program: A-Adolescent C-Community C- Care providing E-Educational and S-Supportive S- Services. Our program will work with the conjunction of the Beaufort County School System in providing pregnant and parenting teens with services. The goals of the program are to decrease the instances of secondary pregnancies and increase the instance of the completion of high school along with post-secondary education.

In the past, the Higher Heights program, Healthy Outcomes has served approximately 20-30 pregnant and parenting students in grades 6-12. Beaufort Hyde Partnership for Children's Family Support Advocate served as an officer within the Higher Heights organization. She was also working with some of the same parents with the Partnership's programs and has already cultivated relationships with these students. In speaking with our community partners, we feel that she would be the best candidate to serve in this role moving forward since the previous program has dissolved. Without the program in place, the teens that become pregnant will likely not finish their education with the Beaufort County Schools. In addition, they might even become pregnant for a second or third time.

The Beaufort Hyde Partnership for Children ACCESS program will serve up to 20, first-time pregnant or parenting living in Beaufort County, North Carolina and attending one of the public schools. In our county, there are 14 public schools. This is made up of seven elementary schools, two middle schools, three high schools, one alternative 6-12 learning center, and an Early College High School. Most of the students in our county attend one of the six schools that are located within the City of Washington district. The remaining eight schools are dispersed throughout the rural portions of Beaufort County.

Beaufort County had 38 teen pregnancies among our teens in 2020 according to (NC State Center for Health Statistics). The teen pregnancy rate in 2020 ranked Beaufort County 37 among 100 counties

with a rate 28 pregnancies/1000 above the state rate. After reviewing these rates therefore, it is essential for this program to continue in our community.

The Beaufort Hyde Partnership for Children is asking for funding to help cover the cost of the project coordinator, program services, and supplies. The funding would offer one on one visits, group meetings, providing support to access community services, and education in promoting High-School graduation/post-education/promoting the delay of a second pregnancy.

The Program Coordinator will be responsible for assuring that the monthly visits are completed and are one hour in length. After each visit they will be responsible for recording the visit, location of the visit, length of visit, goals that were derived from the visit, and provide any documentation of the outcome of the visit in the participants file.


The specific program objective are listed below:

1. Delay of subsequent pregnancy among parenting students ages 13-19, with repeat pregnancy rates equal to or less than the state's prevailing rate for the same age group.
2. High School completion rates among pregnant/parenting students that meet or excess national averages. Assisting graduates to become successful with furthering their education and/or finding employment.
3. Preterm delivery rates among pregnant students 13-19 equal to or less than national rates for the same age

Beaufort Hyde Partnership for Children has been serving children, parents, and childcare providers within our local communities since 1998. Our organization will be successful in continuing this effort for Beaufort County.

Completed By:

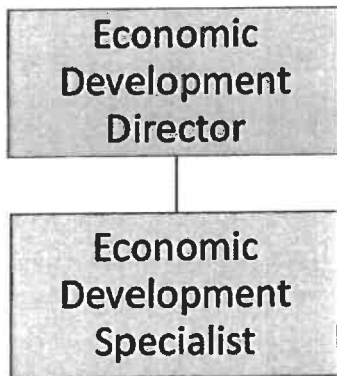
Jessica Burnham   
Printed Name & Position

 3/16/23  
Signature & Date

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## ECONOMIC DEVELOPMENT

Beaufort County Economic Development with the assistance of the Beaufort County Economic Development Advisory Board oversees: the strategic activities for the economic development of Beaufort County; identifies plans, develops and markets specific projects to meet economic development objectives; leads the effort to identify and recruit new industries; serves as initial contact for potential industries and businesses considering a new location or expansion; assists businesses with grant applications; works with SBC and SBTDC to assist small businesses with writing business plan; shows sites/buildings and arranges meetings with local ED allies; researches land/buildings and coordinates contacts for property; serves as liaison during plant or facility construction; investigates infrastructure and utility needs; works with various groups to ensure the availability of an adequate, well trained workforce for businesses; develops marketing tools for the economic development of the County including brochures, flyers, social media, and websites; collaborates with business, state, regional and local allies; maintains operates the Skills Center as a training and incubator space for Beaufort County and the Committee of 100.



**Brad Hufford, Director**  
**Susan Squires, ED Specialist**

108 Union Drive  
 Washington, North Carolina 27889

Phone: (252) 946-3970  
 Email: [brad.hufford@beaufortcdc.com](mailto:brad.hufford@beaufortcdc.com)  
 Email: [susan.squires@beaufortcdc.com](mailto:susan.squires@beaufortcdc.com)

### FULL-TIME POSITIONS AUTHORIZED

FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
2	2	2	2	

ECONOMIC DEVELOPMENT	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ 145,657	\$ 160,372	\$ 160,372	\$ 160,441	\$ -
Benefits	\$ 41,443	\$ 49,320	\$ 49,320	\$ 50,022	\$ -
Operating	\$ 109,316	\$ 122,708	\$ 125,731	\$ 119,800	\$ -
Capital	\$ -	\$ -	\$ -	\$ 2,500	\$ -
Totals	\$ 296,416	\$ 332,400	\$ 335,423	\$ 332,763	\$ -

**ECONOMIC DEVELOPMENT**

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
				ACTUALS	BUDGET	BUDGET				
SALARIES	\$ 135,802	\$ 139,313	\$ 140,478	\$ 89,570	\$ 155,372	\$ 155,372	\$ 155,441	\$ 155,372	\$ 155,441	
SALARIES - OVERTIME	-	-	596	-	-	-	-	-	-	
TRAVEL ALLOWANCE	5,000	5,209	4,583	2,917	5,000	5,000	5,000	5,000	5,000	
FICA 6.2%	8,492	8,789	8,776	5,402	9,981	9,981	9,947	9,981	9,947	
LOC. GOV. EMP. RETIREMENT	12,235	14,258	15,831	10,728	18,951	18,951	20,021	18,951	20,021	
HOSPITALIZATION-EMPLOYEE	12,639	10,789	11,683	8,818	14,668	14,668	14,040	14,668	14,391	
MEDICARE 1.45%	1,986	2,056	2,053	1,263	2,334	2,334	2,326	2,398	2,326	
LIFE INSURANCE-EMPLOYEE	44	49	39	35	60	60	60	60	60	
WORKERS COMPENSATION INSURANCE	302	293	278	133	206	206	167	206	168	
401(K) EMPLOYER CONTRIBUTION	2,716	2,738	2,783	1,791	3,120	3,120	3,109	3,307	3,109	
ECONOMIC DEVELOP. RECRUITMENT	4,660	5,501	3,663	3,038	7,000	7,000	5,000	14,000	14,000	
PROFESSIONAL SERVICES	2,111	-	-	-	-	-	-	-	20,000	
OFFICE SUPPLIES	1,168	710	1,092	657	1,200	1,200	1,200	1,400	1,400	
PROFESSIONAL DEVELOPMENT	-	-	433	441	-	-	4,500	6,500	6,500	
PROFESSIONAL DEVELOPMENT	2,424	4,108	3,405	1,862	4,500	4,500	-	-	-	
TELEPHONE	6,314	6,946	5,200	2,519	6,600	6,600	6,000	7,200	6,600	
POSTAGE	55	17	-	-	100	100	100	100	100	
PRINTING	150	50	100	-	100	100	100	200	200	
MAINTENANCE-OTHER	-	2,845	-	-	-	-	-	-	-	
MAINTENANCE-INDUS	-	-	909	-	-	-	-	-	-	
ADVERTISING/PROMOTIONS	7,329	5,344	5,360	810	8,000	8,000	1,000	33,000	1,000	
COMPUTER SOFTWARE/SUPPORT	876	669	205	3,047	1,000	4,023	4,023	19,023	15,000	
TEMPORARY EMP. SER	-	2,445	10,466	-	-	-	-	10,466	-	
CONTRACT SERVICES	29,094	29,315	25,176	12,012	35,500	35,500	35,500	37,300	13,600	
DUES & SUBSCRIPTIONS	1,748	2,793	1,649	618	2,000	2,000	2,000	2,000	1,900	
CAPITAL OUTLAY - EQUIPMENT	-	10,710	-	-	-	-	-	29,000	-	
SKILLS CENTER - RENT	21,708	21,708	21,708	12,663	21,708	21,708	21,708	24,000	24,000	
SKILLS CENTER - MAINTENANCE	27,907	13,074	13,453	8,919	15,000	15,000	15,000	15,000	5,500	
SKILLS CENTER - UTILITIES	16,337	18,032	16,499	10,361	20,000	20,000	20,000	20,000	10,000	
EQUIPMENT PURCHASES	-	-	-	-	-	-	-	-	2,500	
	\$ 301,098	\$ 307,761	\$ 296,416	\$ 177,605	\$ 332,400	\$ 335,423	\$ 326,242	\$ 429,132	\$ 332,763	\$ -

## INSPECTIONS/PLANNING

The Planning Department is comprised of County Planning and Building Inspections. Planning provides taxpayers with technical assistance on a wide range of planning issues including land use, subdivision and mobile home/travel trailer park developments, and environmental regulations. Staff provides advisory and administrative support to the County Commissioners and Planning Board members. Building inspection staff facilitates the permitting process of commercial and residential construction and renovation. Staff conducts field inspections of all building and structures and work therein for which a permit of any kind has been issued to compliance with N.C. State Building Codes.

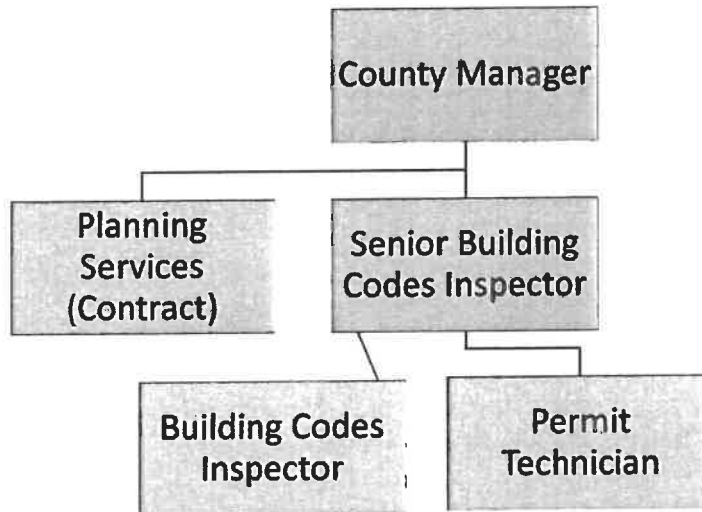
Phyllis Richards, Accounting Permit Tech.  
 Brandon Hayes, Senior Building Codes Inspector

220 N. Market Street  
 Washington, North Carolina 27889

Phone: (252) 946-7182

Fax: (252) 940-6154

Email: [phyllis.richards@beaufortcountync.gov](mailto:phyllis.richards@beaufortcountync.gov)  
[brandon.hayes@beaufortcountync.gov](mailto:brandon.hayes@beaufortcountync.gov)



### FULL-TIME POSITIONS AUTHORIZED

FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
3	3	3	3	

INSPECTIONS/PLANNING	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ 143,309	\$ 146,023	\$ 146,023	\$ 145,998	\$ -
Benefits	\$ 50,661	\$ 55,180	\$ 55,180	\$ 55,292	\$ -
Operating	\$ 116,413	\$ 124,080	\$ 125,830	\$ 123,580	\$ -
Capital	\$ -	\$ 26,000	\$ 26,000	\$ -	\$ -
<b>Totals</b>	<b>\$ 310,382</b>	<b>\$ 351,283</b>	<b>\$ 353,033</b>	<b>\$ 324,870</b>	<b>\$ -</b>

**INSPECTIONS/PLANNING**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
SALARIES	\$ 130,652	\$ 127,921	\$ 143,308	\$ 81,983	\$ 146,023	\$ 146,023	\$ 146,559	\$ 145,998	\$ 145,998	
SALARIES-OVERTIME	1,240	-	-	-	-	-	-	-	-	
FICA 6.2%	7,608	7,086	8,073	4,715	9,054	9,054	8,385	9,052	9,052	
LOC. GOV. EMP. RETIREMENT	11,878	13,117	15,966	9,953	17,742	17,742	17,792	18,805	18,805	
HOSPITALIZATION-EMPLOYEE	14,182	15,858	21,438	13,228	22,002	22,002	23,318	21,060	21,588	
MEDICARE 1.45%	1,779	1,662	1,888	1,103	2,117	2,117	1,961	2,117	2,117	
LIFE INSURANCE-EMPLOYEE	78	80	89	53	90	90	100	90	90	
WORKERS COMPENSATION INSURANCE	2,233	439	417	571	1,254	1,254	1,254	720	720	
401(K) EMPLOYER CONTRIBUTION	2,260	2,433	2,791	1,640	2,921	2,921	2,931	2,920	2,920	
PROFESSIONAL SERVICES	12,985	75	8,813	-	10,000	10,000	10,000	10,000	10,000	
PROF SERV MIDEAST PLANNING	60,425	53,865	60,000	60,000	60,000	60,000	60,000	60,000	60,000	
PROFESSIONAL SERVICE-BIKE PLAN	35,456	-	-	-	-	-	-	-	-	
UNIFORMS	257	265	285	140	300	300	300	300	300	
OFFICE SUPPLIES	991	940	852	484	1,500	1,500	1,500	1,500	1,500	
PROFESSIONAL DEVELOPMENT	96	1,892	936	60	2,000	2,000	2,000	2,000	2,000	
VEHICLE FUEL	4,247	4,448	7,018	2,494	6,500	6,500	6,500	6,500	9,500	
TELEPHONE	2,023	2,308	2,638	1,295	2,600	2,600	2,600	2,600	2,600	
MAINT/REPAIR-VEHICLE	1,262	2,028	3,563	1,370	2,500	2,500	2,500	2,000	2,000	
COMPUTER SOFTWARE/SUPPORT	9,968	9,068	9,955	15,000	16,000	16,000	16,000	10,000	10,000	
EQUIPMENT PURCHASE	4,606	-	-	-	-	-	-	-	-	
CONTRACT SERVICES	6,543	7,321	7,366	5,481	7,500	7,500	7,500	7,500	7,500	
DUES & SUBSCRIPTIONS	-	-	-	-	180	180	180	180	180	
MID-EAST COMMISSION	-	-	-	-	-	1,750	-	-	-	
B.C.ROAD SIGN MAINTENANCE	17,070	12,367	14,987	5,263	15,000	15,000	15,000	18,000	18,000	
CAPITAL OUTLAY - VEHICLES	-	-	-	25,510	26,000	26,000	25,510	-	-	
<b>Totals</b>	<b>\$ 327,839</b>	<b>\$ 263,173</b>	<b>\$ 310,382</b>	<b>\$ 230,342</b>	<b>\$ 351,283</b>	<b>\$ 353,033</b>	<b>\$ 351,890</b>	<b>\$ 321,342</b>	<b>\$ 324,870</b>	<b>\$ -</b>

# BEAUFORT COUNTY PUBLIC SCHOOL SYSTEM

Although the public school system is primarily financed by the state, the average county allocates nearly half of its funds for the operation of the public schools. These locally raised revenues are used principally to provide, equip, and maintain the physical plants for the schools and to supplement the state's support of the operating budget.

Local administrative units, and thus county commissioners, are required by statute to finance some areas of school operation. The General Statutes specify several categories that must be provided for mainly from local revenues:

Dr. Matthew Cheeseman, Superintendent  
Mr. TW Allen, Chairman of the Board

Beaufort County Schools Central Services  
Building 1  
321 Smaw Road  
Washington, North Carolina 27889

Phone: (252) 946-6593

1. Buildings, furniture, and apparatus [G.S. 115C-521(b)]
2. Garage and maintenance equipment for school buses [G.S. 115C-249(e)]
3. Liability insurance [G.S. 115C-47(25)]
4. Maintenance of plant [G.S. 115C-521(c) to 115C-524]
5. Site acquisition (G.S. 115C-517)
6. Furnishing of superintendent's office (G.S. 115C-277)
7. School building supplies [G.S. 115C-522(c)]
8. Water supply and sewerage facilities [G.S. 115C-522(c)]

Counties may raise money for school construction through a general obligation school bond issue or through installment financing; school administrative units have no authority to issue bonds or otherwise borrow money for construction. Projects may also be paid for from current revenues, including county property taxes, local sales and use taxes, voter-approved supplemental property taxes, proceeds from the sale of capital assets, and other sources.

The county's budget ordinance should include at least two appropriations to each school administrative unit in the county: one to the local current expense fund and one to the capital outlay fund. The current expense fund includes instructional, support, and other operating expenditures of the school system. The capital outlay fund includes appropriations for site acquisition, new buildings, renovation of existing buildings, furnishings and equipment, new school buses, activity buses, and other vehicles. The board of county commissioners may make lump-sum appropriations to these two funds. Or it may allocate all or part of its appropriations to particular purposes or functions - as defined in a chart of accounts promulgated by the State Board - in the current expense funds or to specific projects in the capital outlay fund. The Beaufort County Board of Commissioners has historically provided lump-sum appropriations to the two funds.

BEAUFORT COUNTY SCHOOL SYSTEM	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Current Expense	\$ 14,587,140	\$ 14,587,140	\$ 14,587,140	\$ 15,491,543	\$ -
School Planning	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay - Cash*	\$ 1,115,695	\$ 1,675,939	\$ 2,223,702	\$ 2,241,999	\$ -
SRO Funding	\$ 345,349	\$ 603,600	\$ 603,600	\$ 603,600	\$ -
Totals	\$ 16,048,184	\$ 16,866,679	\$ 17,414,442	\$ 18,337,142	\$ -

\*Statutory calculation of sales tax revenue that is required to be spent on schools for capital. The numbers shown are estimates. The County may exceed the statutory amount and allocate above what is required but must spend at least 30% of Article 40 and 60% of Article 42 on school capital.

**BEAUFORT COUNTY PUBLIC SCHOOL SYSTEM**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
SCHOOL PLANNING	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CURRENT EXPENSE	14,767,140	14,587,140	14,587,140	9,840,360	14,587,140	14,587,140	14,587,140	16,569,599	15,491,543	
SRO FUNDING	-	-	345,349	207,600	603,600	603,600	603,600	603,600	603,600	
CAPITAL OUTLAY	1,115,695	1,270,878	1,115,695	1,665,056	1,675,939	2,223,702	2,223,702	6,856,800	2,241,999	
<b>Totals</b>	<b>\$ 15,902,835</b>	<b>\$ 15,858,018</b>	<b>\$ 16,048,184</b>	<b>\$ 11,713,016</b>	<b>\$ 16,866,679</b>	<b>\$ 17,414,442</b>	<b>\$ 17,414,442</b>	<b>\$ 24,029,999</b>	<b>\$ 18,337,142</b>	

## Beaufort County Schools FY '24 Local Funding Request

<b>FY '23 Local Current Expense Funding</b>	14,587,140.00	14,587,140.00
<b>FY '23 SRO Funding (Committed Three Years)</b>	603,600.00	603,600.00
<b>Fines &amp; Forfeitures</b>	400,000.00	400,000.00
<b>Interest</b>	8,000.00	8,000.00
<b>FY '23 Adopted Budget</b>	15,598,740.00	15,598,740.00
Additional Funding Needed for FY '24	1,206,459.16	1,982,458.75
<b>FY '24 Local PROJECTED Budget</b>	16,805,199.16	17,581,198.75
<hr/>		
<b>FY '23 Local Operating Budget</b>	15,598,740.00	15,598,740.00
<b>Projected STATE Mandates (5% or 8%) Raise:</b>		
Salary Increases	211,088.09	
FICA Increase Result of Raises	16,148.24	
Ret. Rate Incr. (24.50% to 24.62%) on Salaries and Stipends:	59,584.34	
Health Insurance Increase (\$ 7397 to \$ 7619):	21,473.76	308,294.43
<b>Board Raises</b>		
Increase Board Chair Pay From \$600 per month to \$850	3,000.00	
Increase Board Member Pay From \$500 per month to \$750	24,000.00	
FICA Increase Result of Raises	2,065.50	29,065.50
<b>Bus Driver Sustainability Pay</b>		364,000.00
<b>Athletic Raises</b>		
Making Athletic Directors 11 Months		
Salary Increase	40,950.00	
FICA Increase	3,132.68	
Ret. Increase	10,081.89	54,164.57
Increases Coaching Stipends by \$ 250		
Salary Increase	16,300.00	45,500.00
FICA Increase	1,246.95	3,480.75
Ret. Increase	4,013.06	11,830.00
	21,560.01	60,810.75
<b>Recording of Board Meetings (24 x \$ 250)</b>	4,800.00	6,000.00
<b>Facility Use Study</b>		25,000.00
<b>Cost of Providing Specifications for Projects</b>	15,000.00	15,000.00
<b>Utility Increases</b>	148,574.65	176,956.15
<b>Technology: Four Year Plan (Per Year Amount)</b>	625,000.00	625,000.00
<b>Projected FY '24 Budget:</b>	16,805,199.16	17,581,198.75
<hr/>		
<b>BALANCED:</b>	-	-
County Appropriation FY '21:	14,587,140.00	
County Appropriation FY '22:	14,587,140.00	
County Appropriation FY '23:	14,587,140.00	

<b>Audited &amp; Estimates Fund Balance</b>				
<b>Fund</b>	<b>Description</b>	<b>FY '21 Audited</b>	<b>FY '22 Audited</b>	<b>FY '23 Projected</b>
<b>1</b>	<b>STATE Public School Fund</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>2</b>	<b>Local Current Expense</b>	<b>1,837,029.72</b>	<b>1,234,637.00</b>	<b>1,234,637.00</b>
<b>3</b>	<b>FEDERAL Programs</b>	<b>20,708,599.84</b>	<b>16,881,266.22</b>	<b>7,505,295.56</b>
<b>4</b>	<b>Capital Outlay</b>	<b>660,764.00</b>	<b>773,909.00</b>	<b>599,132.00</b>
<b>5</b>	<b>School Nutrition</b>	<b>1,487,842.36</b>	<b>2,082,466.00</b>	<b>2,126,494.00</b>
<b>6</b>	<b>Individual School Funds</b>	<b>765,044.00</b>	<b>809,308.00</b>	<b>716,052.00</b>
<b>8</b>	<b>Other Restricted Revenues</b>	<b>2,313,052.74</b>	<b>2,879,008.00</b>	<b>2,713,971.70</b>
		<b>27,772,332.66</b>	<b>24,660,594.22</b>	<b>14,895,582.26</b>

Carryover from Ongoing Projects  
Funds are Proprietary

<b>Current Budgets</b>		
<b>Fund</b>	<b>Description</b>	<b>Current Budget</b>
<b>1</b>	<b>State Allocations</b>	<b>47,198,910.76</b>
<b>2</b>	<b>Local Current Expense</b>	<b>15,598,740.00</b>
<b>3</b>	<b>Federal</b>	<b>23,054,940.27</b>
<b>4</b>	<b>Capital Outlay</b>	<b>3,028,967.71</b>
<b>5</b>	<b>School Nutrition</b>	<b>4,950,743.00</b>
<b>6</b>	<b>School Funds</b>	<b>2,126,494.00</b>
<b>8</b>	<b>Grants &amp; Other Funds</b>	<b>4,024,375.42</b>
		<b>99,983,171.16</b>



**BEAUFORT COUNTY SCHOOLS  
2023-2024 CAPITAL OUTLAY REQUEST**

**CHOCOWINITY PRIMARY SCHOOL**

	<b>Capital Project Itemized List (ordered by top priority)</b>	<b>Description</b>	<b>New or Repeat</b>	<b>Amount</b>	<b>Point of Contact</b>
1	Painting	Hallways, bathrooms, gym and classrooms painted except mural walls.	New	\$125,000.00	Lynn Whittington
2	Paint	Outside poles/gutters, painted	New	\$3,000.00	Lynn Whittington
3	Bathroom Remodeled	100 hallway-boys and girls bathroom	New	\$25,000.00	Lynn Whittington
4	Ceiling Tiles	Part of 100 hallway, 300 hallway	New	\$3,000.00	Lynn Whittington
5	Fence	Fence around the dumpsters by cafeteria	New	\$4,000.00	Lynn Whittington
6	Floor molding	Floor molding	Repeat	\$2,000.00	Lynn Whittington
7	AC/Heat Unit in Principal's Office	Maintenance broke front cover	New	\$3,000.00	Lynn Whittington /Jamie Stokes
8	Bathroom Floor	Front hall staff lounge bathroom floor	New	\$500.00	Lynn Whittington
9	Fence	By breezeway to keep students on the sidewalk and not straying	New	\$7,000.00	Lynn Whittington
				\$172,500.00	

**CHOCOWINITY MIDDLE SCHOOL**

10	Windows	New windows in 200 building	New	\$90,000.00	Kelly Makepeace
11	Repaving	Repave bus parking area	New	\$80,000.00	Kelly Makepeace
12	Classroom Furniture	Replace old classroom furniture	New	\$10,000.00	Kelly Makepeace
13	Carpet	Carpet in Principal's Office	New	\$1,000.00	Kelly Makepeace
14	Bathroom Addition	Bathroom installed in Room 208	New	\$30,000.00	Kelly Makepeace
				\$211,000.00	

	<b>Capital Project Itemized List (ordered by top priority)</b>	<b>Description</b>	<b>New or Repeat</b>	<b>Amount</b>	<b>Point of Contact</b>
<b>SOUTHSIDE HIGH SCHOOL</b>					
15	Carpet	Carpet for Library	New	\$18,000.00	Justin Holt
16	Carpet	Carpet for Fire Academy Classroom	New	\$6,100.00	Justin Holt
17	Carpet	Carpet for Auditorium	New	\$22,000.00	Justin Holt
18	Tennis Court	Tennis Court Resurface/Repair	New	\$100,000.00	Justin Holt
				\$146,100.00	
<b>S. W. SNOWDEN ELEMENTARY SCHOOL</b>					
19	Shelter area on the playground	Currently there is no shelter on the playground. A hip roof structure or a gazebo would allow students to have a shaded area when on the playground	New	\$5,000.00	Patricia Horton
20	Tile on the walls in the boys elementary bathrooms	Install tile on the wall behind the urinals in the boy's bathrooms in room 105, between rooms 105 & 103, and between rooms 104 & 102	New	\$5,000.00	Patricia Horton
				\$10,000.00	
<b>EASTERN ELEMENTARY SCHOOL</b>					
21	Carpet	Replace carpet in Administrative offices and two hallways outside media center	New	\$15,000.00	Alicia Vosburgh
22	Custodial Equipment	Gas floor burnisher	New	\$7,000.00	Alicia Vosburgh
23	Tables	Cafeteria Tables - some are broken, seats missing	New	\$30,000.00	Alicia Vosburgh
24	Swing Set	6 seat swing set to add to playground	New	\$8,200.00	Alicia Vosburgh
25	Fencing	Fence to run through playground to separate areas to assist in scheduling recess	New	\$10,000.00	Alicia Vosburgh
26	Basketball area	Basketball cement pad with stationary basketball goal for our students to have another functional recreation area	New	\$14,000.00	Alicia Vosburgh
27	Roofing	All pod roofing needs to be updated/replaced	Repeat	\$350,000.00	Alicia Vosburgh
				\$434,200.00	

	<b>Capital Project Itemized List (ordered by top priority)</b>	<b>Description</b>	<b>New or Repeat</b>	<b>Amount</b>	<b>Point of Contact</b>
<b>JOHN C. TAYLOE ELEMENTARY SCHOOL</b>					
28	Fencing	Fencing for bus area (Back of the school)	New	\$50,000.00	Joel Brown
29	Fencing	Fencing between the front office and back cafeteria door	New	\$5,000.00	Joel Brown
30	Paint	Paint school interior	Repeat	\$100,000.00	Joel Brown
				\$155,000.00	
<b>JOHN SMALL ELEMENTARY SCHOOL</b>					
31	Lighting	Upgrade exterior lighting (LED Fixtures)	New	\$40,000.00	Leigh Ann Swinson
				\$40,000.00	
<b>P. S. JONES MIDDLE SCHOOL</b>					
32	Pond Deck Repair or Replacement	Science classes use this area for observation and experiments.	Repeat	\$15,000.00	Shannon Sines
33	Parking Lot - behind school	This additional parking would increase parking for sporting and family events at the school.	Repeat	\$90,000.00	Shannon Sines
34	Custodial	Kai Vac machine	New	\$8,000.00	Shannon Sines
35	Custodial	Aztec strip solution recovery machines (2)	New	\$7,000.00	Shannon Sines
36	Mats for Gym	The current mats are in need of replacement. When replacing the mats, we are asking for the length of the wall (court width) to be covered with mats for safety purposes (similar to WHS). The current mats only span a portion of the walls.	New	\$5,000.00	Shannon Sines
				\$125,000.00	

	Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Amount	Point of Contact
<b>WASHINGTON HIGH SCHOOL</b>					
37	Painting	Paint & supplies	New	\$10,000.00	Jeff Sauls
38	Mirrors	Replace mirrors in student bathrooms	New	\$5,000.00	Jeff Sauls
39	Carpet	Carpet in Performing Arts Center	New	\$20,000.00	Jeff Sauls
40	Lighting	Front lighting repair/paint	New	\$10,000.00	Jeff Sauls
41	Modular Building	Modular building refurbishing (materials only)	New	\$5,000.00	Jeff Sauls
42	Walkway	Walkway (gravel/concrete) from North Hall exit to Boat Building entry	New	\$5,000.00	Jeff Sauls
43	Bathroom	Softball field bathroom	New	\$45,000.00	Jeff Sauls
44	Handrails	Stadium entrance walkway handrails	New	\$25,000.00	Jeff Sauls
45	Gym Floor	Gymnasium floor refinish	New	\$50,000.00	Jeff Sauls
46	Bathroom Fixtures	Football stadium bathroom fixtures renovation	New	\$10,000.00	Jeff Sauls
47	Bleachers	Bleachers in gymnasium	New	\$200,000.00	Jeff Sauls
48	Bleachers	Soccer field bleachers	New	\$75,000.00	Jeff Sauls
49	Science Lab	Upgrade Science Lab	New	\$73,000.00	Jeff Sauls
				\$533,000.00	
<b>NORTHEAST ELEMENTARY SCHOOL</b>					
50	Awning for our middle school entrance	We need an awning for our middle school entrance to protect students from the rain on rainy days.	New	\$18,000.00	Mrs. Sherman
51	New LED Lighting in the Gym	LED lighting would be more cost and energy efficient and the light bulbs last longer.	New	\$15,000.00	Coach Woolard
52	Concrete Pad	Canopy outside needs a concrete pad. Tables rust out due to sitting directly on the ground. Tables have to keep being replaced due to rusting.	Repeat	\$3,000.00	Mr. Canady
				\$36,000.00	

	Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Amount	Point of Contact
<b>BATH ELEMENTARY SCHOOL</b>					
53	Connecting Corridor	Build connecting corridor from Main Building to gym and Kindergarten	Repeat	\$1,200,000.00	Charles Clark
54	Connecting Corridor	Build connecting corridor from 500 Building to 600 Building	Repeat	\$300,000.00	Charles Clark
55	Carpet	Replace carpet in Media Center	New	\$10,000.00	Charles Clark
56	Sound-proof Gym	Sound proof the gym	Repeat	\$32,000.00	Charles Clark
57	Roof	Replace the roof on 200 Building	Repeat	\$75,000.00	Charles Clark
58	Roof	Replace the roof on 600 Building	Repeat	\$175,000.00	Charles Clark
59	Cabinets	Replace upper and lower cabinets and stove in Room 502	Repeat	\$5,000.00	Charles Clark
60	Roof	Replace the roof over the Office Area and Lobby	Repeat	\$175,000.00	Charles Clark
61	Screen/Sound System	Install Drop Down Screen and Sound System in Gym	Repeat	\$50,000.00	Charles Clark
				\$2,022,000.00	
<b>NORTHSIDE HIGH SCHOOL</b>					
62	Flooring	Flooring for counselor office (damaged)	New	\$1,000.00	Tracey Nixon
63	Cabinet	Replace cabinet top, sink & faucet in office breakroom	New	\$1,500.00	Tracey Nixon
64	Flooring	Reception Area	New	\$1,000.00	Tracey Nixon
65	Spraying	Spraying of Athletic Fields (3x a year)	New	\$5,000.00	Tracey Nixon
66	Classrooms	Paint - Classrooms and common areas	New	\$5,000.00	Tracey Nixon
67	Blinds	Blinds - replacing blinds in the building	New	\$5,000.00	Tracey Nixon
68	Scoreboard	Football Scoreboard	New	\$26,000.00	Tracey Nixon
69	Fencing	Fence Repair/Upgrade on Athletic Fields	Repeat	\$30,000.00	Tracey Nixon
70	Lighting	Football Field Lighting	New	\$150,000.00	Tracey Nixon
71	Repave	Repave/Repair Parking Lots	Repeat	\$500,000.00	Tracey Nixon
				\$724,500.00	

	<b>Capital Project Itemized List (ordered by top priority)</b>	<b>Description</b>	<b>New or Repeat</b>	<b>Amount</b>	<b>Point of Contact</b>
<b>TRANSPORTATION</b>					
72	Wrecker	Wrecker Replacement	Repeat	\$150,000.00	Jeff Miller
73	Activity Bus	We have 3 activity buses that are 20 years or older	Repeat	\$300,000.00	Jeff Miller
74	Concrete	Concrete for outdoor shelter	New	\$60,000.00	Jeff Miller
75	Carpet	Carpet for Transportation Offices	New	\$9,000.00	Jeff Miller
76	Bathroom	Parts department has no bathroom or running water	23 Project	\$75,000.00	Jeff Miller
77	Rock	Rock/gravel for bus lot (Need \$5k per year)	Repeat	\$5,000.00	Jeff Miller
				\$599,000.00	
<b>MAINTENANCE</b>					
78	Boom Mower	Boom Mower for Tractor	Repeat	\$17,000.00	Jamie Stokes
79	Lighting	Lights and Fixture Upgrade for District	New	\$50,000.00	Jamie Stokes
80	Storage Boxes	Shipping Container Storage Boxes	New	\$20,000.00	Jamie Stokes
81	Custodial Equipment	Custodial Equipment Replacement	Repeat	\$12,000.00	Jamie Stokes
82	Service Trucks	(2) Service Trucks	Repeat	\$120,000.00	Jamie Stokes
83	Parking Lot Repairs	Parking Lot Repairs - district-wide	Repeat	\$150,000.00	Jamie Stokes
84	Bard Units	Spare Bard HVAC Units	Repeat	\$30,000.00	Jamie Stokes
85	Jace Upgrades	Jace Upgrades (HVAC Controls) for SHS, CPS, and SWS	Repeat	\$25,000.00	Jamie Stokes
86	Lighting Controls	Lighting Controls (NHS Remote)	New	\$11,000.00	Jamie Stokes
87	Loop Pump	Loop Pump Replacement - WHS	New	\$6,000.00	Jamie Stokes
88	Lighting Replacement	WHS Auditorium audience area lighting replacement - price includes lift and materials for Maintenance Dept. to do the work	New	\$10,000.00	Jamie Stokes
89	HVAC Replacement	HVAC Replacement for CMS - 300 Building - 1 Unit	New	\$11,000.00	Jamie Stokes
				\$462,000.00	

	Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Amount	Point of Contact
<b>SCHOOL NUTRITION</b>					
90	JCT	Dishwasher	New	\$50,000.00	Joanne Kirven
91	CMS	Dishwasher	New	\$50,000.00	Joanne Kirven
92	CPS	Dishwasher	New	\$50,000.00	Joanne Kirven
93	Replacement of Freezer Unit	1010 Pennsylvania Ave.	Repeat	\$25,000.00	Joanne Kirven
94	Delivery Truck	Tall van/truck with AC unit for deliveries	New	\$60,000.00	Joanne Kirven
95	CPS	Combi Oven	Repeat	\$36,000.00	Joanne Kirven
96	CPS	Serving Line	New	\$30,000.00	Joanne Kirven
97	WHS	Cafeteria tables	New	\$45,000.00	Joanne Kirven
98	WHS	Ventilation hood connection - when new machine was put in it was never hooked up to ventilation.	Repeat	\$15,000.00	Joanne Kirven
				\$361,000.00	
<b>TECHNOLOGY</b>					
99		Technology Needs	Repeat	\$500,000.00	Andrea Lilley
100		Mini-Van	New	\$50,000.00	Andrea Lilley
				\$550,000.00	
<b>SAFETY &amp; SECURITY</b>					
101	CPS - 4 additional cameras	By gym bathrooms, between 300-400 breezeway, courtyard, 360 camera at the S curve	New	\$4,500.00	Lynn Whittington
102	ETC - 911 Button	Emergency (911) button in main office	New	\$2,500.00	Debra Windley
103	ETC - Cameras	Additional cameras in parking lot and hallway (2)	New	\$2,500.00	Debra Windley
104	SWS - Camera and buzzer system	Putting a camera with a buzzer system will allow for the two (2) doors to remain locked at all times.	New	\$8,000.00	Patricia Horton
105	EES - Cameras	Security cameras	New	\$14,000.00	Alicia Vosburgh
106	JCT - Cameras	Install Cameras in the media center and gym	New	\$3,000.00	Joel Brown
107	JCT - Alarm System	Alarm system in the 300 Building	New	\$12,000.00	Joel Brown
108	JCT - Keypads	Keypads for 6 doors (Safety)	New	\$6,000.00	Joel Brown
109	JCT - Doors	Security doors to each hallway	New	\$30,000.00	Joel Brown
110	JSS - Fencing	Fencing for Playground Area - Safety & Security	New	\$50,000.00	Leigh Ann Swinson

	<b>Capital Project Itemized List (ordered by top priority)</b>	<b>Description</b>	<b>New or Repeat</b>	<b>Amount</b>	<b>Point of Contact</b>
111	PSJ - Keyless Entry (fobs or keypad) for Staff - front office	For safety purposes, all visitors must be “buzzed” into the front office requiring a staff member to be present. A keyless entry would allow staff to regulate their own entry and extend the time available for staff to enter the school.	New	\$10,000.00	Shannon Sines
112	PSJ - Covered Breezeway - between 7th & 8th Grade hallways with cameras	During class changes, we transition students outside to decrease congestion and reduce the interaction between grade levels.	Repeat	\$75,000.00	Shannon Sines
113	NES - Keyless door locks with codes for outside entrances	For security purposes, we need keyless door locks with codes for outside door entrances.	New	\$8,000.00	Mrs. Sherman
114	NHS - Lighting	Repair/Upgrade exterior outdoor lighting (building/parking area)	New	\$50,000.00	Tracey Nixon
				275,500.00	
		<b>BUDGET INFORMATION</b>			
				Estimated Total for All Projects	6,856,800.00
				Estimated Total for Highlighted Projects	
				Capital Outlay Budget SY23	
				Budget Projections (Over/Under)	

# BEAUFORT COUNTY COMMUNITY COLLEGE

The State and the counties served by a community college share the duty of paying for the college. By statute, the State pays for salaries and other costs of administration, instructional services, and support services (called current operations expenses). The State pays for furniture, equipment, and library books, and, when the appropriations are made by the General Assembly, provides matching funds (to be paired with local funds) to buy land and to construct buildings (collectively called the plant fund). The counties served by community colleges must pay for maintenance and repairs to buildings and equipment, rent, utilities, costs of custodians, insurance, and legal fees. In addition, acquisition of land, erection and alteration of buildings, purchase and maintenance of vehicles, and maintenance of grounds are local responsibilities.

Dr. David Loope, President

Beaufort County Community College  
5337 US Highway 264 East  
Washington, North Carolina 27889

Phone: (252) 940-6201

Email: [Dave.Loope@BeaufortCCC.edu](mailto:Dave.Loope@BeaufortCCC.edu)

While the State provides the majority of the funds needed by community colleges for operating expenses, the counties in the administrative area of a community college provide the appropriations that permit the college to do the following:

- acquire land
- erect and alter buildings
- maintain buildings and grounds
- purchase and maintain vehicles
- acquire and maintain equipment necessary for the upkeep of buildings and grounds
- purchase furniture and equipment that is not provided by state funds for administrative and instructional purposes
- pay the salaries of custodians and maintenance workers; pay for fuel, water, power, and telephones
- rent land and buildings
- pay for insurance for buildings and their contents, motor vehicles, workers' compensation for employees paid by county funds, and other necessary insurance
- pay tort claims that result from the negligence of employees
- pay the cost of bonding employees for the protection of local funds and property
- pay legal fees in connection with local administration and operation of the college

Statutes permit, but do not require, the Commissioners to allocate all or part of an appropriation by purpose, function, or project, within guidelines provided by the State Board of Community Colleges through its uniform budget manual. Counties may combine all their appropriations into one lump; make one appropriation for current operations and one for capital; or allocate by purpose. If by purpose, the Board of Trustees is bound by the allocation. The Beaufort County Board of Commissioners has historically provided lump-sum appropriates to the current expense and capital funds.

COMMUNITY COLLEGE	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Current Expense	\$ 2,794,143	\$ 2,917,912	\$ 2,917,912	\$ 3,093,310	\$ -
Capital Outlay - Cash	\$ 706,000	\$ 279,000	\$ 279,000	\$ 294,000	\$ -
Totals	\$ 3,500,143	\$ 3,196,912	\$ 3,196,912	\$ 3,387,310	\$ -

**BEAUFORT COUNTY COMMUNITY COLLEGE**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
CURRENT EXPENSE	\$ 2,697,118	\$ 2,697,118	\$ 2,794,143	\$ 1,702,115	\$ 2,917,912	\$ 2,917,912	\$ 2,917,912	\$ 3,093,310	\$ 3,093,310	
CAPITAL OUTLAY	240,000	240,000	706,000	162,750	279,000	279,000	279,000	294,000	294,000	
<b>Totals</b>	<b>\$ 2,937,118</b>	<b>\$ 2,937,118</b>	<b>\$ 3,500,143</b>	<b>\$ 1,864,865</b>	<b>\$ 3,196,912</b>	<b>\$ 3,196,912</b>	<b>\$ 3,196,912</b>	<b>\$ 3,387,310</b>	<b>\$ 3,387,310</b>	<b>\$ -</b>

# Beaufort County Community College

## County Budget Request for Fiscal Year 2024

**Summary with Prior Year Approved Budgets:**

<b>FY</b>	<b>Current</b>	<b>Capital</b>	<b>Total</b>	<b>Variance</b>	<b>Percent Change</b>
2021	\$ 2,697,118	\$ 240,000	\$ 2,937,118	\$ -	0.0%
2022	\$ 2,794,143	\$ 706,000	\$ 3,500,143	\$ 563,025	19.2%
2023	\$ 2,917,912	\$ 279,000	\$ 3,196,912	\$ (303,231)	-8.7%
2024	\$ 3,093,310	\$ 294,000	\$ 3,387,310	\$ 190,398	6.0%

- We are requesting a 6.0% increase or \$190,398 more than our previous year’s approved budget. The increase is associated with requesting a \$175,398 increase in current expenses and a \$15,000 increase in capital expenses.
- A more detailed breakdown of this projection is shown on the next three pages.

Revision Date: January 17, 2023

## Current Expense Budget Request

	2023 Request	2024 Request	Variance	Percent Change
Salaries and Benefits	\$1,680,385	\$1,771,760	\$91,375	5.44%
Contracted Services and Insurance	\$245,327	\$269,500	\$24,173	9.85%
Utilities	\$537,200	\$552,700	\$15,500	2.89%
Supplies	\$145,000	\$173,000	\$28,000	19.31%
Repairs to Facilities	\$212,000	\$226,000	\$14,000	6.60%
Miscellaneous	\$98,000	\$100,350	\$2,350	2.40%
<b>Total</b>	<b>\$2,917,912</b>	<b>\$3,093,310</b>	<b>\$175,398</b>	<b>6.01%</b>

### Breakdown of the Request:

- The increase in salaries is attributed to a 2.5% increase in COLA and associated benefits for 2024. We do not know the benefit requirements for FY 24 at this point, but we are projecting a 2.5% increase as well.
- We added additional part-time police department hours to assist with security after business hours and to cover weekend classes. This is due to an after-action assessment following the December 2022 active shooter event at Washington High School.
- The increase in repairs and supplies is due to across-the-board increases in material costs due to inflation. We did not ask for an increase in this line last year.
- The increase in utilities is due to across-the-board increases in service costs due to inflation. We did not ask for an increase in this line last year.
- The increase in contracted services is due to across-the-board increases in insurance, security service agreements, and pest control. We have not asked for an increase in this line in the past two years.

Revision Date: January 17, 2023

## Capital Expense Budget Request

	2023 Request	2024 Request	Variance	Percent Change
Alterations, Add. & Improvements to Buildings				
Major	\$0	\$0	\$0	
Minor	\$184,000	\$184,000	\$0	0.00%
Land and Land Improvements	\$0	\$0	\$0	
Maintenance Equipment	\$30,000	\$45,000	\$15,000	50.00%
Adm. & Communications Equipment	\$3,000	\$3,000	\$0	0.00%
Motor Vehicles	\$62,000	\$62,000	\$0	0.00%
<b>Total</b>	<b>\$279,000</b>	<b>\$294,000</b>	<b>\$15,000</b>	<b>5.38%</b>

### Breakdown of the Request:

We are requesting minor maintenance items in the amount of \$184,000 for FY 2024. There are no major capital requests.

### Minor maintenance items include:

- General roof maintenance - \$24,000
- B11 HVAC 6 units - \$130,000
- HVAC Controls Upgrade - \$20,000
- Classroom Upgrades - \$10,000  
Modify classroom layout in computer labs for collaborative learning; cover cost of electrical and data cable modifications.

Revision Date: January 17, 2023

**Maintenance equipment items include:**

- Minor Equipment - \$20,000.  
Includes miscellaneous equipment for maintenance and general facilities...mowers, weed eaters, trimmers, vacuums, floor machines, tools, white boards, blinds, fire extinguishers, etc.
- Maintenance Equipment - \$25,000.  
Used Forklift (replace 2003 forklift).

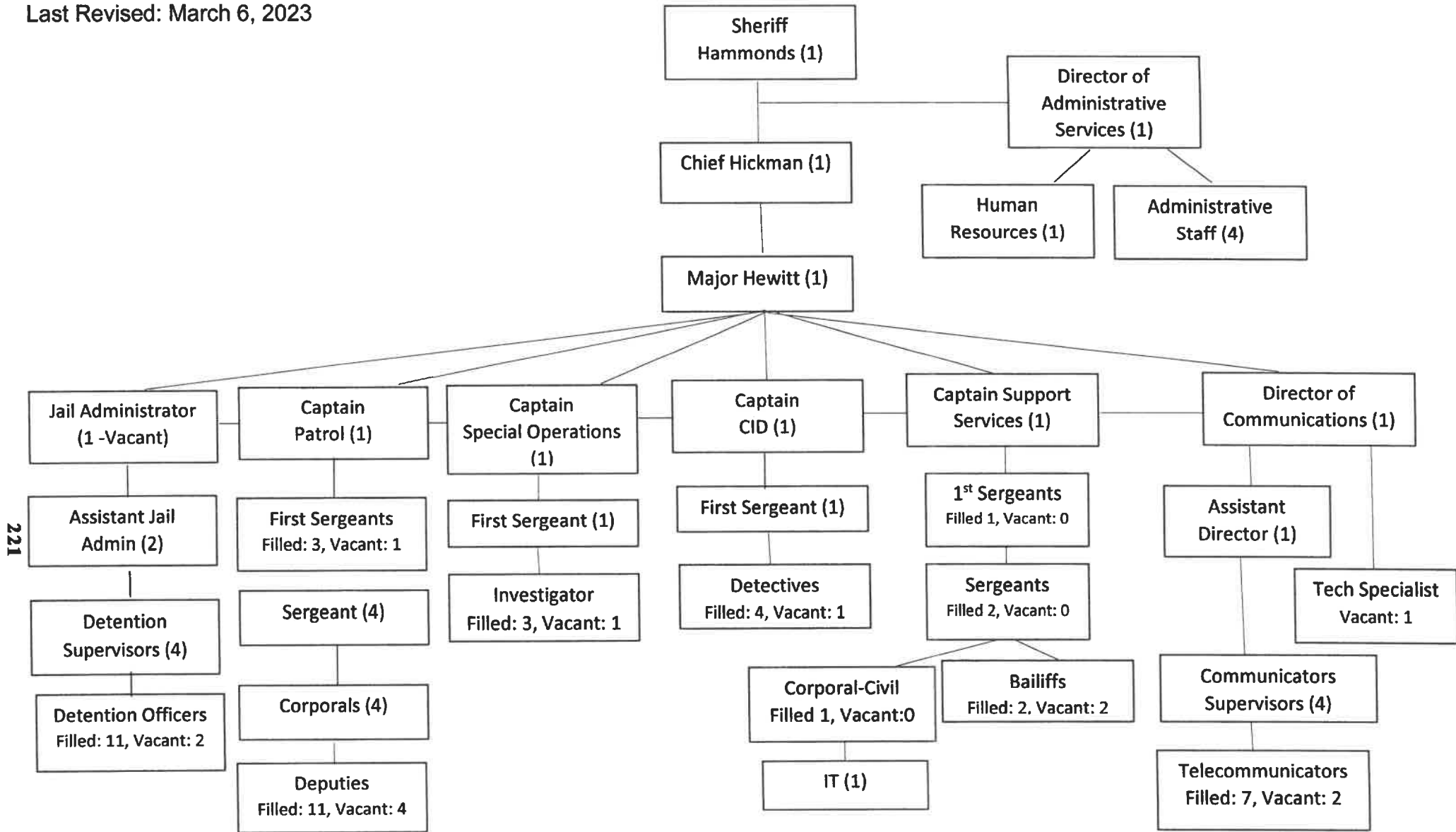
**Communications Equipment includes:**

- Voice over Internet Protocol Communications System hardware - \$3,000.

**Motor Vehicles include:**

- Replace worn vehicles - \$62,000.  
Replace 2004 Chevrolet Truck Silverado with a pick-up for Maintenance - \$12,000  
Replace 2011 Dodge Charger for General TMP - \$25,000  
Replace 2013 Chevrolet Impala for General TMP - \$25,000

Last Revised: March 6, 2023



221

Total Full Time Positions: 96

Total Full Time Vacancies: 13

### Beaufort County Sheriff's Office

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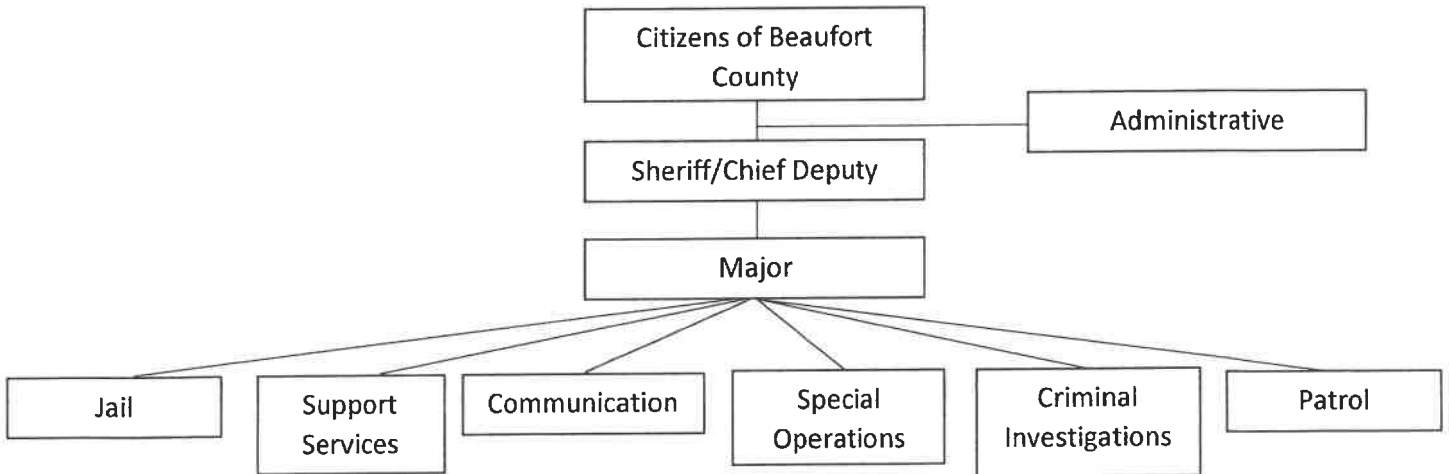
**BEAUFORT COUNTY SHERIFF'S OFFICE**

The Sheriff is the chief law enforcement officer of his or her county. The Beaufort County Sheriff's Office is the largest and most dynamic law enforcement agency in the county. Sheriff Scott Hammonds and his staff of dedicated professionals provide law enforcement services to all Beaufort County residents.

Scott Hammonds, Sheriff  
 Timothy Hickman, Chief Deputy  
 Beaufort County Sheriff's Office  
 210 N. Market Street  
 Washington, NC 27889  
 Phone: (252)946-7111  
 Fax: (252)946-0993  
 Email: [info@beaufortcountync.gov](mailto:info@beaufortcountync.gov)

**Our Mission:**

The Beaufort County Sheriff's Office members shall dedicate themselves to professionalism to the citizens and residents of Beaufort County. We will perform our duties ethically and strive to bridge trust to provide the greatest quality of protection to every resident. The office of the Sheriff will respond to unrest, to gain order and a peaceful outcome. We will investigate crimes, perform security within the courts, and maintain security of the county Jail. The Sheriff will process and serve civil papers ordered by the courts.

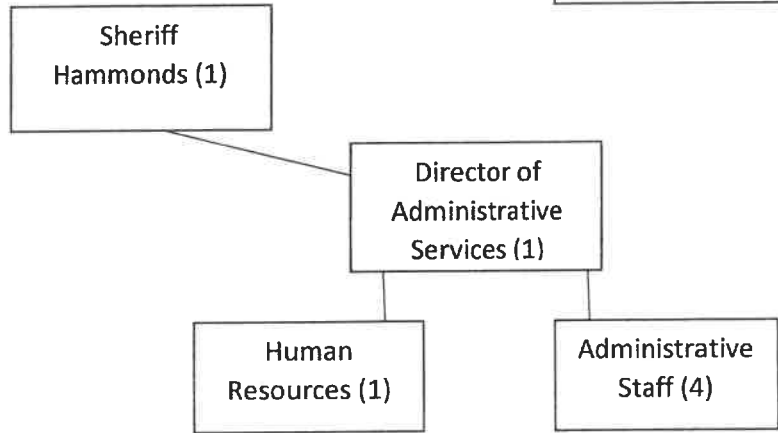


FULL-TIME POSITIONS AUTHORIZED				
FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
107	102	94	96	

**BEAUFORT COUNTY SHERIFF'S OFFICE – ADMINISTRATIVE AND OPERATIONS**

The Beaufort County Sheriff's Office Administrative and Operations budget is comprised of the Administrative Office Staff and Sworn Positions that run the day-to-day functions of the office as well as the enforcement sections. Each role is different, but essential to the overall success of the Office and critical to the overall safety of our county. The Administrative Office, Patrol Division, Criminal Investigations, Support Services, and Special Operations make up this section.

Scott Hammonds, Sheriff  
 Timothy Hickman, Chief Deputy  
 Beaufort County Sheriff's Office  
 210 N. Market Street  
 Washington, NC 27889  
 Phone: (252)946-7111  
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<b>SHERIFF</b>	<b>FY 21-22 Actual</b>	<b>FY 22-23 Original</b>	<b>FY 22-23 Amended</b>	<b>FY 23-24 Recommended</b>	<b>FY 23-24 Approved</b>
Personnel	\$ 806,828	\$ 3,500,511	\$ 3,500,511	\$ 3,502,174	\$ -
Benefits	\$ 806,682	\$ 1,414,455	\$ 1,414,455	\$ 1,441,097	\$ -
Operating	\$ 1,218,999	\$ 1,373,569	\$ 1,405,573	\$ 1,699,706	\$ -
Capital	\$ 355,282	\$ 400,000	\$ 400,000	\$ 456,594	\$ -
<b>Totals</b>	<b>\$ 3,187,791</b>	<b>\$ 6,688,535</b>	<b>\$ 6,720,539</b>	<b>\$ 7,099,571</b>	<b>\$ -</b>

**SHERIFF**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
SALARIES	\$ 3,055,488	\$ 3,248,209	\$ 558,831	\$ 1,657,419	\$ 3,225,511	\$ 3,225,511	\$ 3,225,511	\$ 3,227,174	\$ 3,227,174	
SALARIES-OVERTIME	306,921	282,691	242,621	158,396	250,000	250,000	250,000	250,000	250,000	
SALARIES-PART TIME	45,017	30,006	5,375	3,634	25,000	25,000	25,000	25,000	25,000	
LEO SEPARATION ALLOWANCE	67,782	70,219	61,562	32,916	38,800	38,800	38,800	40,386	40,386	
401(K) 5% LEO EMPLR SUPP. RET.	152,076	160,428	137,280	82,361	159,066	159,066	159,066	159,234	159,234	
SHERIFF'S SUPPLEMENTAL PENSION	-	-	-	-	5,000	5,000	5,000	-	5,000	
FICA 6.2%	203,971	212,699	50,631	109,168	219,410	219,410	219,410	219,639	219,639	
LOC. GOV. EMP. RETIREMENT	29,173	32,968	32,464	19,765	64,846	64,846	64,846	484,802	37,674	
RETIREMENT-LEO LOC. GOV.	295,276	349,608	332,093	214,804	384,713	384,713	384,713	-	447,128	
HOSPITALIZATION-EMPLOYEE	366,691	375,274	97,371	208,431	440,040	440,040	440,040	421,200	431,760	
MEDICARE 1.45%	47,703	49,744	11,853	25,531	51,314	51,314	51,314	51,367	51,367	
LIFE INSURANCE-EMPLOYEE	1,613	1,790	391	874	1,800	1,800	1,800	1,800	1,800	
WORKERS COMPENSATION INSURANCE	77,586	78,866	77,364	32,745	43,616	43,616	43,616	41,259	41,259	
401(K) EMPLOYER CONTRIBUTION	6,447	6,443	5,672	3,259	5,850	5,850	5,850	5,850	5,850	
ELECTRONIC HOUSE ARREST	27,021	26,553	20,115	23,538	40,000	40,000	40,000	40,000	40,000	
CAPITAL OUTLAY-GASB 87	-	-	177,191	-	-	-	-	-	-	
UNIFORMS	86,179	56,168	40,068	28,667	100,000	102,868	102,868	172,377	136,170	
EDUCATION/PROMOTION	3,369	3,755	1,258	3,629	4,000	4,000	4,000	7,987	7,987	
VEHICLE TAGS (RENEW/REPLACE)	15	168	174	-	200	200	200	200	200	
OFFICE SUPPLIES	18,829	20,413	18,003	20,637	20,000	27,000	20,000	36,528	36,528	
BENEVOLENT DONATIONS-EXPENSE	3,940	8,860	6,452	2,497	5,000	5,000	5,000	-	-	
LAW ENFORCEMENT SUPPLIES	35,142	24,667	37,970	12,948	60,000	49,000	49,000	82,733	50,594	
PROFESSIONAL DEVELOPMENT	23,286	22,114	40,608	15,385	25,000	25,000	25,000	103,867	76,881	
TRAVEL-FUEL	172,816	164,729	216,099	98,548	230,000	230,000	230,000	230,000	230,000	
TELEPHONE	60,233	70,900	66,477	41,732	67,500	67,500	67,500	113,985	79,085	
POSTAGE	961	414	1,007	326	1,000	1,000	1,000	3,500	3,500	
PRINTING	995	967	1,020	57	1,000	1,000	1,000	1,800	1,800	
MAINT/REPAIR-EQUIPMENT	3,754	7,788	6,324	1,739	5,000	5,000	5,000	28,500	28,500	
MAINT/REPAIR-VEHICLE	200,834	161,411	147,535	101,237	200,000	200,000	200,000	262,834	212,834	
ADVERTISING	(12)	536	1,310	510	1,000	1,000	1,000	2,000	2,000	
COMPUTER SOFTWARE/SUPPORT	131,809	132,618	172,596	133,842	176,376	173,076	173,076	165,682	165,682	
FITNESS INCENTIVE	12,705	15,820	12,112	11,318	15,000	13,000	15,000	-	-	
LAW ENFORCEMENT INFORMATION	94,490	75,563	84,261	148,584	150,000	150,000	150,000	156,535	156,535	
EQUIPMENT PURCHASE	160,161	97,944	90,858	110,238	180,000	204,136	204,136	395,314	395,314	
STORAGE RENT	22,632	22,632	47,782	46,514	60,000	60,000	60,000	6,000	6,000	
RENTAL EQUIPMENT	21,097	25,446	25,722	18,243	20,000	20,000	20,000	42,880	42,880	
CONTRACT SERVICES	26,006	724	1,811	9,884	1,200	15,500	15,500	13,491	13,491	
INSURANCE AND BONDS	17,244	6,952	1,000	-	10,000	10,000	10,000	10,000	10,000	
DUES & SUBSCRIPTIONS	1,514	841	1,247	673	1,293	1,293	1,293	3,725	3,725	
CAPITAL OUTLAY-EQUIPMENT	-	14,874	191,034	493	-	-	-	-	-	
CAPITAL OUTLAY-VEHICLES	360,017	3,776	164,248	288,796	400,000	400,000	400,000	456,594	456,594	
<b>Totals</b>	<b>\$ 6,140,779</b>	<b>\$ 5,865,577</b>	<b>\$ 3,187,791</b>	<b>\$ 3,669,336</b>	<b>\$ 6,688,535</b>	<b>\$ 6,720,539</b>	<b>\$ 6,715,539</b>	<b>\$ 7,264,243</b>	<b>\$ 7,099,571</b>	<b>\$ -</b>

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## BEAUFORT COUNTY SHERIFF'S OFFICE – JAIL

North Carolina General Statute 162-22 states “the Sheriff shall have the care and custody of the jail in his county; and shall be, or appoint, the keeper thereof.” The Beaufort County Jail is integral to our government’s public safety function and is a necessary element of the local criminal justice system.

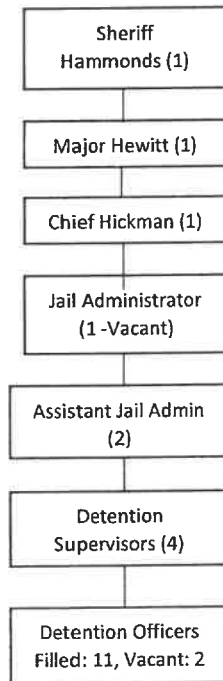
Our jail serves five basic purposes:

- To receive and process people arrested and taken into custody by law enforcement.
- To hold accused law violators to ensure their appearance at trial.
- To hold offenders convicted of lesser offenses usually misdemeanor, but also low-level felonies as a court-ordered sanction.
- To hold individuals remanded by the court for civil contempt.
- To hold offenders for other jurisdictions or those awaiting transfer to a prison or other facilities.

Scott Hammonds, Sheriff  
 Timothy Hickman, Chief Deputy  
 Jeremy Hewitt, Major

Beaufort County Sheriff's Office  
 210 N. Market Street  
 Washington, NC 27889

Phone: (252)946-7111  
 Fax: (252)946-0993  
 Email: [info@beaufortcountync.gov](mailto:info@beaufortcountync.gov)



JAIL	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ 184,241	\$ 1,084,982	\$ 1,084,982	\$ 1,048,465	\$ -
Benefits	\$ 173,179	\$ 411,467	\$ 411,467	\$ 404,331	\$ -
Operating	\$ 1,032,613	\$ 1,143,073	\$ 1,141,573	\$ 1,542,472	\$ -
Capital	\$ -	\$ -	\$ -	\$ 300	\$ -
Totals	\$ 1,390,034	\$ 2,639,522	\$ 2,638,022	\$ 2,995,568	\$ -

JAIL

	2020	2021	2022	AS OF	2023	2023	2024	2024	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED	
\$	880,952	\$ 839,705	\$ 84,122	\$ 447,765	\$ 959,982	\$ 959,982	\$ 959,982	\$ 923,465	\$ 923,465	\$ 923,465	
SALARIES	100,565	75,457	84,685	72,252	100,000	100,000	100,000	100,000	100,000	100,000	
SALARIES-OVERTIME	16,945	11,672	15,434	5,536	25,000	25,000	25,000	25,000	25,000	25,000	
SALARIES-PART TIME	4,349	1,372	2,073	2,371	4,046	4,046	4,046	-	-	13,487	
401(K) 5% LEO EMPLR SUPP. RET.	58,762	54,399	11,049	30,716	67,269	67,269	67,269	65,841	65,841	65,841	
FICA 6.2%	80,157	91,228	83,876	57,374	119,972	119,972	119,972	131,822	131,822	133,559	
LOC. GOV. EMP. RETIREMENT	8,443	2,682	5,033	6,183	10,049	10,049	10,049	-	-	-	
RETIREMENT-LEO 4.78% LOC. GOV.	126,489	119,483	27,687	63,776	154,014	154,014	154,014	140,400	140,400	143,920	
HOSPITALIZATION-EMPLOYEE	13,743	12,722	2,584	7,184	15,732	15,732	15,732	15,398	15,398	15,398	
MEDICARE 1.45%	540	553	107	258	630	630	630	600	600	600	
LIFE INSURANCE-EMPLOYEE	28,312	28,796	28,257	8,775	20,173	20,173	20,173	11,057	11,057	11,057	
WORKERS COMPENSATION INSURANCE	14,604	14,887	12,513	8,208	19,582	19,582	19,582	20,739	20,739	20,469	
401(K) EMPLOYER CONTRIBUTION	-	-	887	-	-	-	-	379,324	379,324	400,000	
PROFESSIONAL SERVICE-MEDICAL	39,696	31,984	35,047	39,179	50,000	50,000	50,000	50,000	50,000	50,000	
INMATE PRESCRIPTIONS	24,600	12,300	22,550	24,050	25,000	25,000	25,000	27,000	27,000	27,000	
INMATE MENTAL HEALTH	212,357	230,582	412,996	149,882	225,000	225,000	225,000	225,000	225,000	225,000	
INMATE OUT OF FACILITY SERVICES	34,725	33,878	29,792	26,552	35,000	35,000	35,000	35,000	35,000	35,000	
MEDICAL STOP LOSS INSURANCE	58,180	67,670	98,008	71,667	75,000	75,000	75,000	100,000	100,000	100,000	
JANITORIAL SUPPLIES	6,597	14,473	7,591	12,220	20,000	20,000	20,000	20,000	20,000	20,000	
UNIFORMS	116,167	143,119	193,072	139,243	250,000	250,000	250,000	260,000	260,000	260,000	
INMATE MEALS	24,336	23,275	28,498	18,493	30,000	30,000	30,000	55,720	55,720	55,720	
SUPPLIES	7,156	-	7,855	10,019	20,000	18,500	18,500	23,000	23,000	23,000	
PROFESSIONAL DEVELOPMENT	3,170	3,240	3,733	1,695	3,800	3,800	3,800	4,780	4,780	4,780	
TELEPHONE	-	-	-	-	500	500	500	1,400	1,400	1,400	
POSTAGE-INMATE	9,062	6,574	343	3,878	10,000	10,000	10,000	25,000	25,000	25,000	
MAINT/REPAIR-JAIL	14,945	4,291	1,128	1,124	5,000	5,000	5,000	25,000	25,000	25,000	
MAINT/REPAIR-EQUIPMENT	756	-	1,159	2,910	3,000	3,000	3,000	8,400	8,400	8,400	
FITNESS INCENTIVE	8,960	7,725	6,600	38,127	50,000	50,000	50,000	185,789	185,789	35,853	
EQUIPMENT PURCHASE	149	-	-	-	1,000	1,000	1,000	1,750	1,750	1,750	
RENTAL EQUIPMENT	-	-	24,000	45,057	46,273	46,273	46,273	54,069	54,069	54,069	
CONTRACT SERVICES	315	-	-	-	500	500	500	500	500	500	
DUES & SUBSCRIPTIONS	-	20,875	-	-	-	-	-	300	300	300	
CAPITAL OUTLAY-EQUIPMENT	78,573	110,286	82,074	97,000	150,000	150,000	150,000	190,000	190,000	190,000	
SAFEKEEPING	22,332	7,374	77,281	-	143,000	143,000	143,000	-	-	-	
SAFEKEEPING-CAPACITY	1,586	-	-	-	-	-	-	-	-	-	
TRAVEL-INMATE TRANSFER	-	-	-	-	-	-	-	-	-	-	
TOTAL	\$ 1,997,523	\$ 1,970,604	\$ 1,390,034	\$ 1,391,494	\$ 2,639,522	\$ 2,638,022	\$ 2,638,022	\$ 3,106,354	\$ 2,995,568	\$ 2,995,568	\$ -

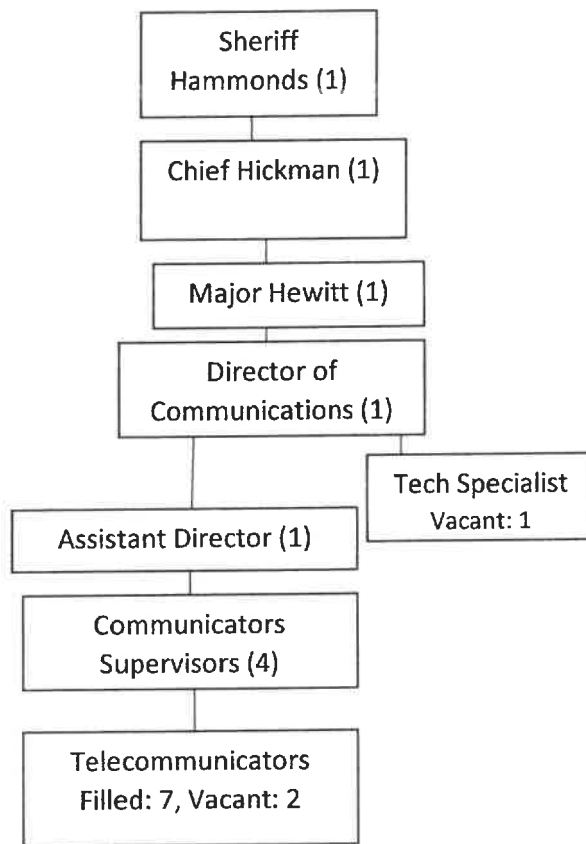
## BEAUFORT COUNTY SHERIFF'S OFFICE – COMMUNICATIONS

The Beaufort County E-911 Communications Center provides Enhanced 911 services to the citizens of Beaufort County and serves as the public safety answering point (PSAP) for all emergency services calls within the County. The E-911 Center also serves as a link between the public and the various emergency services organizations. The Center provides dispatch services countywide to the Beaufort County Sheriff's Office, Belhaven Police, and Chocowinity Police Department, as well as 14 Fire Departments, 7 Rescue Squads/EMS. As well as an array of other related services.

Scott Hammonds, Sheriff  
 Timothy Hickman, Chief Deputy  
 Victoria van Nortwick, Director of  
 Communications and 911 Services

Beaufort County Sheriff's Office  
 210 N. Market Street  
 Washington, NC 27889

Phone: (252)946-7111  
 Fax: (252)946-0993  
 Email: [info@beaufortcountync.gov](mailto:info@beaufortcountync.gov)



EMERGENCY COMMUNICATIONS	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ 708,241	\$ 840,606	\$ 840,606	\$ 926,092	\$ -
Benefits	\$ 243,570	\$ 308,361	\$ 308,361	\$ 330,891	\$ -
Operating	\$ 177,949	\$ 341,125	\$ 341,125	\$ 346,522	\$ -
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals</b>	<b>\$ 1,129,760</b>	<b>\$ 1,490,092</b>	<b>\$ 1,490,092</b>	<b>\$ 1,603,505</b>	<b>\$ -</b>

**EMERGENCY COMMUNICATIONS**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2024 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
SALARIES	\$ 593,565	\$ 635,163	\$ 615,020	\$ 343,501	\$ 700,606	\$ 700,606	\$ 700,606	\$ 786,092	\$ 786,092	
SALARIES-OVERTIME	115,937	98,780	90,690	64,615	125,000	125,000	125,000	125,000	125,000	
SALARIES-PART TIME	7,679	5,781	2,531	3,591	15,000	15,000	15,000	15,000	15,000	
FICA 6.2%	42,585	43,832	41,406	24,008	52,118	52,118	52,118	57,418	57,418	
LOC. GOV. EMP. RETIREMENT	63,909	75,121	78,997	49,545	100,312	100,312	100,312	117,349	117,349	
HOSPITALIZATION-EMPLOYEE	98,465	94,487	96,783	58,503	124,678	124,678	124,678	119,340	122,332	
MEDICARE 1.45%	9,959	10,251	9,684	5,615	12,188	12,188	12,188	13,428	13,428	
LIFE INSURANCE-EMPLOYEE	358	403	390	211	480	480	480	480	480	
WORKERS COMPENSATION INSURANCE	2,720	2,635	2,500	1,319	2,072	2,072	2,072	1,662	1,662	
401(K) EMPLOYER CONTRIBUTION	13,942	14,676	13,811	7,650	16,513	16,513	16,513	18,222	18,222	
UNIFORMS	4,131	-	-	-	1,000	1,000	1,000	3,360	3,360	
OFFICE SUPPLIES	539	4,386	4,700	963	6,000	6,000	6,000	8,300	8,300	
PROFESSIONAL DEVELOPMENT	7,942	738	8,899	9,484	15,000	15,000	15,000	77,581	32,817	
TELEPHONE	6,874	12,472	12,396	7,153	15,000	15,000	15,000	39,794	39,794	
MAINT/REPAIR-EQUIPMENT	2,170	153	-	-	2,500	2,500	2,500	70,000	10,000	
SOFTWARE MAINTENANCE	38,733	16,205	30,075	13,011	13,012	13,012	13,012	13,701	13,701	
FITNESS INCENTIVE	2,866	3,627	2,056	3,500	3,500	3,500	3,500	9,576	9,576	
EQUIPMENT PURCHASE	-	968	16,795	-	13,832	13,832	13,832	63,289	13,289	
RENTAL EQUIPMENT	5,880	-	-	-	-	-	-	-	-	
MAINTENANCE CONTRACTS	80,728	102,653	101,983	202,766	209,433	209,433	209,433	212,890	212,890	
DUES & SUBSCRIPTIONS	364	370	1,045	1,111	2,180	2,180	2,180	2,795	2,795	
CAPITAL OUTLAY-EQUIPMENT	-	-	-	59,667	59,668	59,668	59,668	-	-	
<b>TOTAL</b>	<b>\$ 1,099,345</b>	<b>\$ 1,122,701</b>	<b>\$ 1,129,760</b>	<b>\$ 856,213</b>	<b>\$ 1,490,092</b>	<b>\$ 1,490,092</b>	<b>\$ 1,490,092</b>	<b>\$ 1,755,277</b>	<b>\$ 1,603,505</b>	<b>\$ -</b>

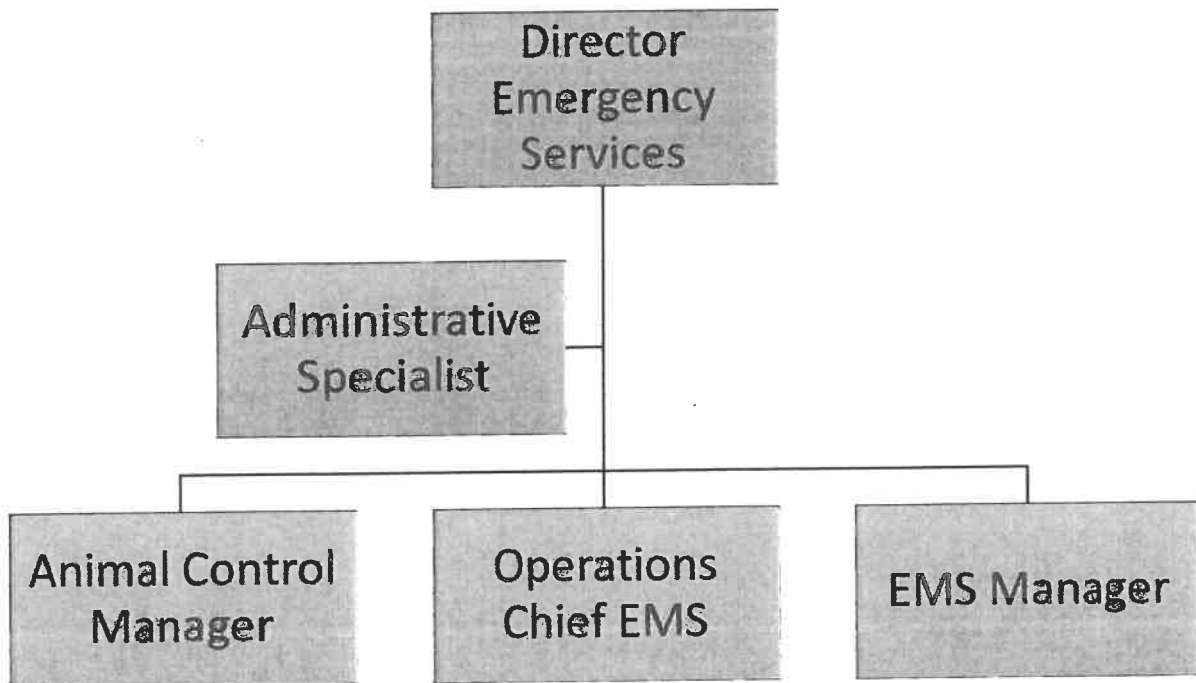
# OFFICE OF EMERGENCY SERVICES

The Office of Emergency Services is comprised of Animal Control, Emergency Medical Services, and Fire/Emergency Management Divisions. It is our mission to serve the residents of Beaufort County through providing education, code enforcement, planning, coordination of emergency response to medical, natural, and manmade incidents, assistance with recovery operations, and coordinate longterm mitigation. We work closely with residents, local officials, local first responders, law enforcement, and state and federal resources to provide these services.

Chris Newkirk, Director Emergency Services  
Melissa Beacham Emergency Management Specialist  
Melanie Sawyer, Animal Control Manager  
Jeffrey Hibbard, EMS Manager

Beaufort County Office of Emergency Services  
1420 Highland Drive  
Washington, NC 27889

Phone: 252-946-0079  
Email: [chris.newkirk@beaufortcountync.gov](mailto:chris.newkirk@beaufortcountync.gov)



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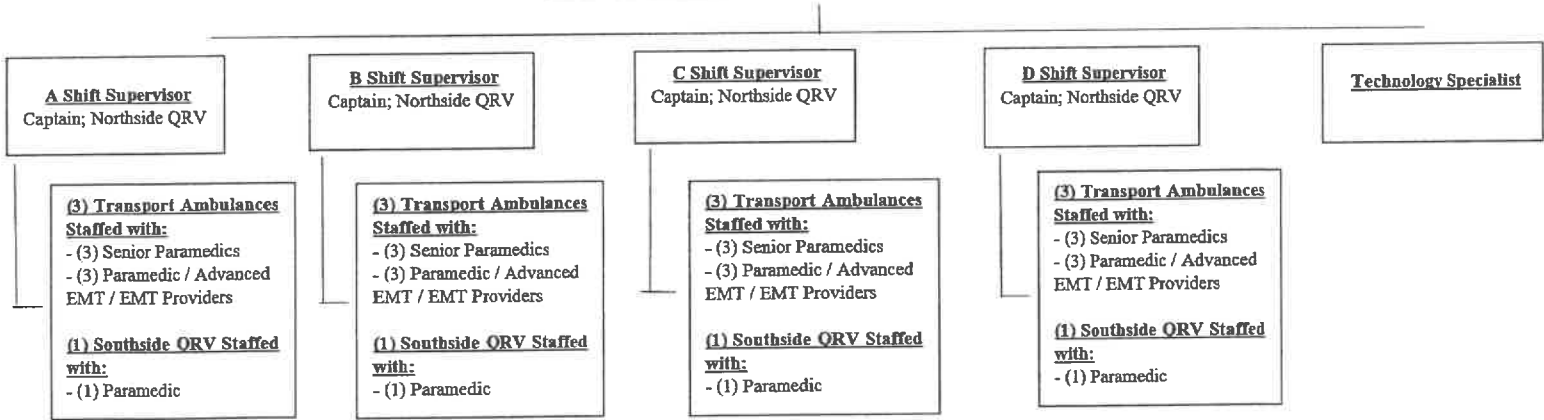
# EMERGENCY MEDICAL SERVICES (EMS)

Beaufort County Emergency Medical Services (EMS) strives to provide the highest level of emergency medical care to the citizens and visitors of Beaufort County in a professional and caring manner. The Department operates at the Emergency Medical Technician - Paramedic (EMT-P) level. This is the highest level of pre-hospital emergency medical care available in the State of North Carolina. Technicians staff three ambulances and two Quick Response Vehicles (QRVs) to respond to E-911 calls for service and provide basic and advanced life-support treatment. Patients are transported to the closest and most appropriate definitive and/or specialized care facility corresponding to their emergency medical needs. The Department also works to promote and educate the public about access to EMS. Through the Medical Director, the EMS Peer Review Committee and the EMS System Plan Oversight Committee, the department works to ensure that the requirements of the NC Office of EMS are met for the County's EMS system. EMS is a division of the Beaufort County Office of Emergency Services.

Chris Newkirk, Director Emergency Services  
 Jeffrey Hibbard, EMS Manager

1420 Highland Dr.  
 Washington, North Carolina 27889  
 Phone: (252) 940-6512  
 Fax: (252) 975-6802  
 Email: [jeff.hibbard@beaufortcountync.gov](mailto:jeff.hibbard@beaufortcountync.gov)

**Emergency Medical Service Manager**  
 Operations Chief of EMS & System Administrator



### FULL-TIME POSITIONS AUTHORIZED

FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
34	34	34	34	

EMERGENCY MEDICAL SERVICES	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ 460,101	\$ 1,967,844	\$ 1,967,844	\$1,998,294	
Benefits	\$ 385,151	\$ 697,133	\$ 697,133	\$ 724,505	
Operating	\$ 520,192	\$ 383,618	\$ 417,312	\$ 449,781	
Capital	\$ 45,779	\$ 108,000	\$ 318,221	\$ 85,195	
<b>Totals</b>	<b>\$ 1,411,222</b>	<b>\$ 3,156,595</b>	<b>\$ 3,400,510</b>	<b>\$3,257,775</b>	

**EMERGENCY MEDICAL SERVICES**

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
				ACTUALS	BUDGET	BUDGET				
SALARIES	\$ 1,212,893	\$ 1,316,296	\$ 32,694	\$ 870,951	\$ 1,516,632	\$ 1,516,632	\$ 1,515,597	\$ 1,547,082	\$ 1,547,082	
SALARIES-OVERTIME	437,728	294,618	353,464	213,341	360,000	360,000	382,000	420,000	360,000	
SALARIES-PART TIME	67,022	90,431	73,943	50,022	91,212	91,212	91,212	91,212	91,212	
FICA 6.2%	101,399	100,644	27,313	67,914	118,410	118,410	111,166	123,516	123,516	
LOC. GOV. EMP. RETIREMENT	146,309	162,686	206,680	130,730	220,964	220,964	228,258	244,846	244,846	
HOSPITALIZATION-EMPLOYEE	184,239	196,271	65,429	141,117	256,690	256,690	212,288	259,056	259,056	
MEDICARE 1.45%	23,714	23,616	6,379	15,883	27,693	27,693	27,199	28,887	28,887	
LIFE INSURANCE-EMPLOYEE	828	950	236	586	1,020	1,020	1,057	1,020	1,020	
WORKERS COMPENSATION INSURANCE	58,706	64,400	46,636	23,143	35,983	35,983	35,983	29,160	29,160	
401(K) EMPLOYER CONTRIBUTION	31,670	29,868	32,477	19,580	36,373	36,373	34,262	38,020	38,020	
PROFESSIONAL SERVICE	188	403	431	125	500	500	500	500	20,500	
CAPITAL OUTLAY-GASB 87			158,256	-						
UNIFORMS	13,217	11,771	8,358	12,976	15,000	22,761	22,761	24,500	24,500	
MEDICAL SUPPLIES	75,821	81,846	87,089	54,960	95,000	98,039	98,039	117,500	110,000	
OFFICE SUPPLIES	4,871	3,163	4,541	2,658	5,500	5,500	4,000	5,500	5,500	
PROFESSIONAL DEVELOPMENT	1,155	750	4,594	1,960	10,000	10,000	5,000	10,000	10,000	
TRAVEL-FUEL	37,113	39,322	59,597	28,837	63,210	63,210	63,210	69,531	69,531	
TELEPHONE	8,522	9,047	8,933	4,829	8,800	8,800	8,500	8,800	8,800	
UTILITIES	11,080	12,386	15,215	8,940	16,000	16,000	15,500	16,000	16,000	
PRINTING	2,313	2,437	-	52	3,000	3,000	300	3,000	3,000	
MAINT/REPAIR-BUILDINGS	4,011	17,534	7,711	2,764	8,000	8,700	4,798	8,700	8,700	
MAINT/REPAIR-EQUIPMENT	1,039	7,760	2,350	13,115	8,000	15,061	13,216	12,500	10,000	
MAINT/REPAIR-VEHICLE	20,710	40,304	29,231	36,842	29,238	43,238	43,238	30,000	30,000	
COMPUTER SOFTWARE/SUPPORT	5,532	6,976	6,518	2,130	7,050	7,050	7,050	7,050	7,050	
EQUIPMENT PURCHASE	9,416	36,525	24,557	3,990	12,800	11,333	7,000	15,800	15,800	
OFFICE RENT	40,984	41,184	41,184	24,800	37,200	37,200	37,200	37,200	37,200	
RENTAL EQUIPMENT	66,404	63,236	53,030	55,452	56,120	56,120	55,451	111,015	65,000	
CONTRACT SERVICES	40,651	9,406	7,208	1,363	6,700	9,300	2,500	26,700	6,700	
DUES & SUBSCRIPTIONS	968	891	1,388	246	1,500	1,500	750	1,500	1,500	
CAPITAL OUTLAY-EQUIPMENT	-	23,975	-	36,190	51,000	37,000	36,125	85,195	85,195	
CAPITAL OUTLAY-VEHICLES	38,916	-	45,778	280,535	57,000	281,221	287,314	78,340	-	
<b>\$ 2,647,418</b>	<b>\$ 2,688,694</b>	<b>\$ 1,411,222</b>	<b>\$ 2,106,029</b>	<b>\$</b>	<b>3,156,595</b>	<b>\$ 3,400,510</b>	<b>\$ 3,351,474</b>	<b>\$ 3,452,130</b>	<b>\$ 3,257,775</b>	<b>\$ -</b>

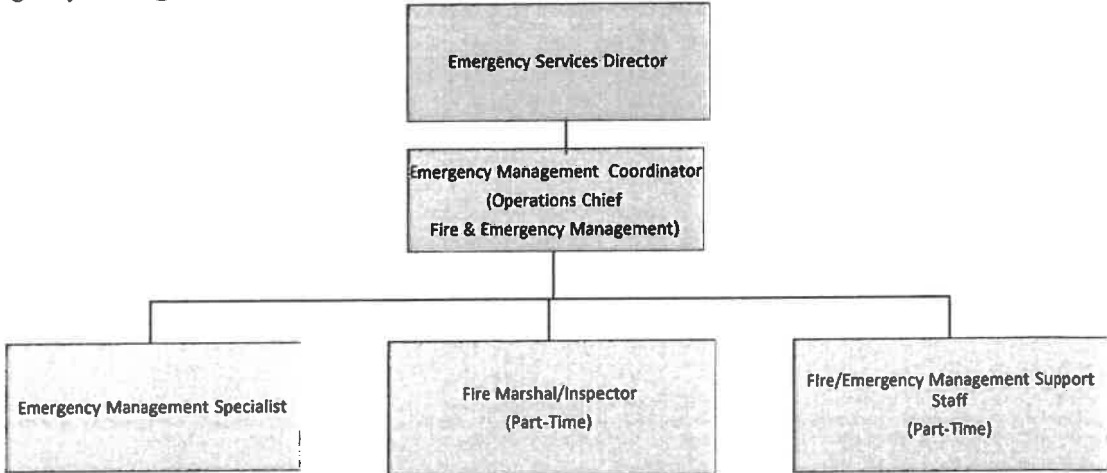
# EMERGENCY MANAGEMENT

In accordance with NC GS 166A-19.15, the Operations Chief of Fire & Emergency Management performs administrative and advisory work in coordinating and directing the County's emergency management program. The Coordinator is responsible for developing and coordinating plans for disaster situations, for keeping the public informed as to what should be done in case of an emergency, and for training the community's disaster organizations in emergency services, NIMS policies and operations. The Coordinator also provides technical assistance to fire departments throughout the County in areas dealing with funding, fire prevention, equipment, and training. The EM Planning & Mitigation Specialist assists in all areas listed above. The Fire Marshal/Fire Inspector is a part-time position that conducts all building fire inspections within the County's jurisdiction and is responsible for assisting fire chiefs in fire investigations. Emergency Management is a division of the Beaufort County Office of Emergency Services.

Chris Newkirk, Director Emergency Services  
 Melissa Beacham Emergency Management Specialist  
 Curtis Avery, Fire Marshal/Inspector

Beaufort County Emergency Management  
 1420 Highland Drive  
 Washington, NC 27889

Phone: 252-946-2046  
 Email: Chris.newkirk@beaufortcountync.gov



**FULL-TIME POSITIONS AUTHORIZED**

FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
3	3	3	3	

EMERGENCY MANAGEMENT	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ 276,436	\$ 285,416	\$ 285,416	\$ 310,305	
Benefits	\$ 76,462	\$ 87,101	\$ 87,101	\$ 102,476	
Operating	\$ 66,879	\$ 71,200	\$ 67,200	\$ 82,750	
Capital	\$ -	\$ 47,000	\$ 59,000	\$ -	
<b>Totals</b>	<b>\$ 419,777</b>	<b>\$ 490,716</b>	<b>\$ 498,716</b>	<b>\$ 495,530</b>	

**EMERGENCY MANAGEMENT**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
SALARIES	\$ 216,071	\$ 235,398	\$ 243,198	\$ 145,147	\$ 246,715	\$ 246,715	\$ 245,596	\$ 295,851	\$ 271,604	
SALARIES-OVERTIME	1,142	3,506	2,971	1,502	2,700	2,700	2,700	2,700	2,700	
SALARIES-PART TIME	8,116	6,918	30,266	21,791	36,000	36,000	37,000	36,000	36,000	
FICA 6.2%	12,192	13,503	15,748	9,827	17,695	17,695	16,588	20,742	19,239	
LOC. GOV. EMP. RETIREMENT	16,473	21,019	23,588	15,771	30,304	30,304	26,496	38,453	35,330	
HOSPITALIZATION-EMPLOYEE	23,464	25,262	28,579	17,637	29,336	29,336	30,091	35,980	35,980	
MEDICARE 1.45%	2,851	3,158	3,683	2,298	4,139	4,139	3,880	4,851	4,499	
LIFE INSURANCE-EMPLOYEE	98	115	115	64	120	120	111	120	120	
WORKERS COMPENSATION INSURANCE	758	894	626	1,446	518	518	1,446	1,822	1,822	
401(K) EMPLOYER CONTRIBUTION	3,657	4,102	4,123	2,598	4,989	4,989	4,365	5,971	5,486	
OFFICE SUPPLIES	2,824	5,877	3,935	2,979	3,450	3,450	3,450	2,400	2,400	
UNIFORM	-	-	-	-	-	-	-	1,800	1,800	
PROFESSIONAL DEVELOPMENT	2,630	947	7,220	3,109	6,500	6,500	6,500	6,500	6,500	
TRAVEL-FUEL	11,182	11,115	13,917	4,471	16,000	16,000	12,500	16,000	16,000	
TELEPHONE	7,552	8,041	8,630	4,461	8,900	8,900	8,000	8,900	8,900	
POSTAGE	40	49	-	-	150	150	150	150	150	
PRINTING	13	450	-	-	500	500	500	500	500	
MAINT/REPAIR-BUILDINGS	477	354	-	-	500	500	500	500	500	
MAINT/REPAIR-EQUIPMENT	5,194	5,631	5,370	2,061	7,800	4,800	4,800	7,800	7,800	
MAINT/REPAIR-VEHICLE	2,676	3,344	4,092	6,269	4,000	7,000	8,000	14,000	14,000	
FREIGHT	44	-	-	-	-	-	-	-	-	
COMPUTER SOFTWARE/SUPPORT	2,264	2,419	2,149	-	2,300	2,300	2,000	5,600	2,300	
LEGAL ADVERTISING	680	-	-	-	-	-	-	-	-	
EQUIPMENT PURCHASE	58,479	9,567	5,089	1,046	9,000	4,650	4,650	5,400	8,700	
CONTRACT SERVICES	17,647	16,390	15,304	11,116	11,100	11,150	11,150	12,200	12,200	
DUES & SUBSCRIPTIONS	1,737	1,810	1,174	1,473	1,000	1,300	1,703	1,000	1,000	
CAPITAL OUTLAY-EQUIPMENT	-	22,971	-	-	-	-	-	-	-	
CAPITAL OUTLAY-VEHICLES	37,993	-	-	52,797	47,000	59,000	58,580	-	-	
<b>Totals</b>	<b>\$ 436,252</b>	<b>\$ 402,838</b>	<b>\$ 419,777</b>	<b>\$ 307,865</b>	<b>\$ 490,716</b>	<b>\$ 498,716</b>	<b>\$ 490,756</b>	<b>\$ 525,240</b>	<b>\$ 495,530</b>	<b>\$ -</b>

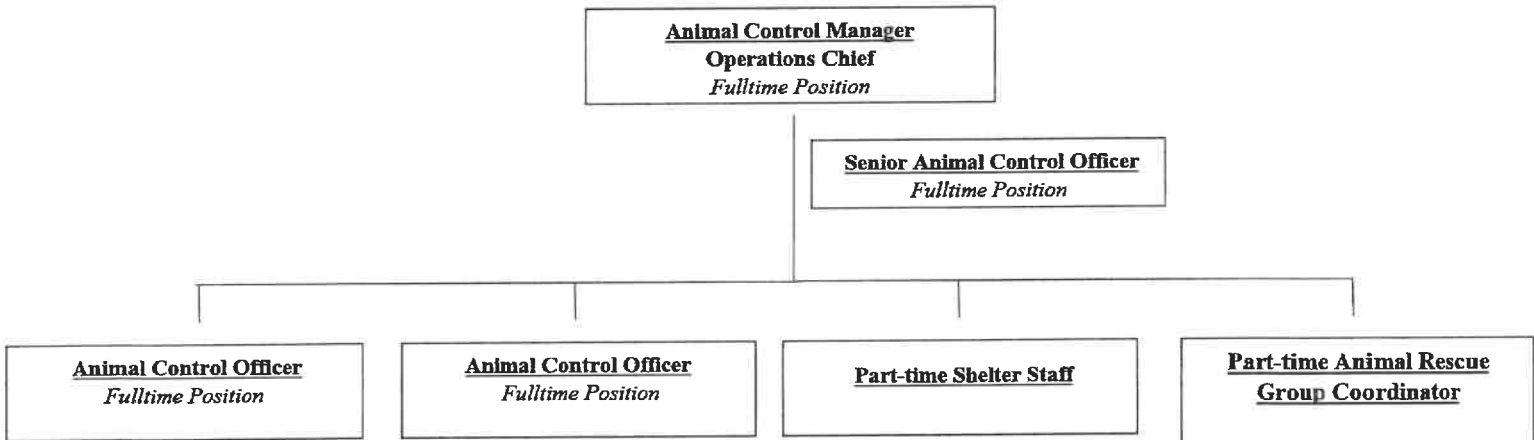
# ANIMAL CONTROL

Animal Control provides animal control services to the citizens of Beaufort County. Including but not limited to, promoting responsible pet ownership, rabies control, animal bites, strays, injured, sick, diseased, dangerous, and Investigate citizen complaints of cruelty/neglect, abandonment, livestock, nuisance, and tethering violations. The Department euthanizes dangerous/vicious animals in a safe, humane manner and incinerates remains for multiple agencies. Animal Control also operates the County Animal Shelter. Officers operate the animal shelter six days a week for adoption services. Animal Control Officers are on call 24/7 for emergencies. Staff transports adopted animals to local veterinary offices for spay/neuter and treatment. Staff also vaccinate/ medicate and care for all animals located at the facility. Animal Control is a division of the Beaufort County Emergency Services Department.

Chris Newkirk, Director Emergency Services  
 Melanie Sawyer, Animal Control Manager

Beaufort County Animal Control  
 3931 US Hwy 264 East  
 Washington, North Carolina 27889  
 Phone: (252) 946-4517  
 Fax: (252) 946-6731

Email: [animal.control@beaufortcountync.gov](mailto:animal.control@beaufortcountync.gov)



### FULL-TIME POSITIONS AUTHORIZED

FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY
4	4	4	4	

ANIMAL CONTROL	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ 205,423	\$ 234,264	\$ 234,264	\$ 230,691	
Benefits	\$ 66,042	\$ 76,632	\$ 76,632	\$ 75,773	
Operating	\$ 102,589	\$ 114,070	\$ 127,220	\$ 128,085	
Capital	\$ 68,298	\$ 81,100	\$ 67,500	\$ 51,000	
<b>Totals</b>	<b>\$ 442,351</b>	<b>\$ 506,066</b>	<b>\$ 505,616</b>	<b>\$ 485,549</b>	

**ANIMAL CONTROL**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
SALARIES	\$ 135,323	\$ 151,444	\$ 156,503	\$ 95,430	\$ 168,264	\$ 168,264	\$ 170,311	\$ 164,691	\$ 164,691	
SALARIES-OVERTIME	25,017	23,246	16,076	8,175	25,000	25,000	11,932	25,000	25,000	
SALARIES-PART TIME	35,902	36,362	32,844	20,013	41,000	41,000	37,547	41,000	41,000	
FICA 6.2%	11,873	12,829	12,580	7,552	14,525	14,525	13,411	14,303	14,303	
LOC. GOV. EMP. RETIREMENT	14,445	17,954	19,150	12,578	23,481	23,481	22,124	24,432	24,432	
HOSPITALIZATION-EMPLOYEE	22,631	24,197	25,070	18,285	29,336	29,336	31,389	28,080	28,784	
MEDICARE 1.45%	2,777	3,017	2,942	1,766	3,397	3,397	3,137	3,345	3,345	
LIFE INSURANCE-EMPLOYEE	96	108	102	65	120	120	128	120	120	
WORKERS COMPENSATION INSURANCE	2,390	3,294	2,848	790	1,908	1,908	790	995	995	
401(K) EMPLOYER CONTRIBUTION	3,207	3,492	3,350	2,072	3,865	3,865	3,645	3,794	3,794	
PROFESSIONAL SERVICE-VETERINAR	587	967	2,579	1,029	2,200	2,200	2,200	2,200	2,200	
PROFESSIONAL SERVICES - SNIP	13,079	14,625	14,427	12,508	11,000	11,000	20,000	22,000	22,000	
SHELTER KENNEL CARE SUPPLIES	3,969	4,697	4,721	4,278	7,000	7,000	7,000	8,400	8,400	
UNIFORMS	2,240	2,338	2,149	1,765	2,000	2,000	2,000	3,000	3,000	
MEDICAL SUPPLIES	15,353	9,472	12,184	9,591	17,000	13,500	15,100	17,000	17,000	
OFFICE SUPPLIES	1,652	1,768	1,542	957	2,500	2,050	2,050	2,500	2,500	
PROFESSIONAL DEVELOPMENT	1,566	908	2,906	1,116	4,000	4,000	2,500	4,000	4,000	
VEHICLE-FUEL	10,064	9,829	13,912	6,371	12,000	12,000	12,000	12,000	12,000	
TELEPHONE	4,827	5,352	4,715	2,328	5,500	5,500	4,000	4,000	4,000	
POSTAGE	347	137	133	-	400	400	200	200	200	
UTILITIES-ANIMAL CONTROL	26,028	26,164	28,038	16,815	31,000	31,000	31,000	31,000	31,000	
238 MAINT/REPAIR-BUILDINGS	1,304	649	2,437	17,100	2,700	19,800	19,800	2,700	2,700	
MAINT/REPAIR-EQUIPMENT	281	457	675	-	1,400	1,400	1,400	1,400	1,400	
MAINT/REPAIR-VEHICLE	2,783	6,331	2,170	1,784	2,500	2,500	2,500	3,585	3,585	
ADVERTISING	107	-	-	-	100	100	100	100	100	
COMPUTER SOFTWARE/SUPPORT	1,068	1,238	872	865	1,300	2,100	2,000	1,000	2,000	
EQUIPMENT PURCHASE	2,845	1,177	2,003	598	3,500	3,500	3,500	3,500	3,500	
DUMPSTER RENTAL	1,283	1,163	1,542	1,379	1,700	1,700	2,200	2,400	2,400	
RENTAL EQUIPMENT	935	952	1,194	749	1,220	1,220	1,220	1,300	1,300	
CONTRACT SERVICES	4,066	4,129	4,265	2,763	4,300	4,300	4,450	4,500	3,500	
CREDIT CARD FEES (BANK CHARGE)	-	-	-	88	450	450	450	1,000	1,000	
DUES & SUBSCRIPTIONS	-	-	125	260	300	300	300	300	300	
CAPITAL OUTLAY-EQUIPMENT	-	-	-	33,605	35,000	35,000	34,000	13,000	13,000	
CAPITAL OUTLAY-VEHICLES	-	-	55,420	31,019	32,500	31,700	32,000	38,000	38,000	
CAPITAL OUTLAY - BUILDINGS	-	7,500	12,878	-	13,600	-	-	-	-	
<b>TOTAL</b>	<b>\$ 348,046</b>	<b>\$ 375,794</b>	<b>\$ 442,351</b>	<b>\$ 313,696</b>	<b>\$ 506,066</b>	<b>\$ 505,616</b>	<b>\$ 496,384</b>	<b>\$ 484,845</b>	<b>\$ 485,549</b>	<b>\$ -</b>

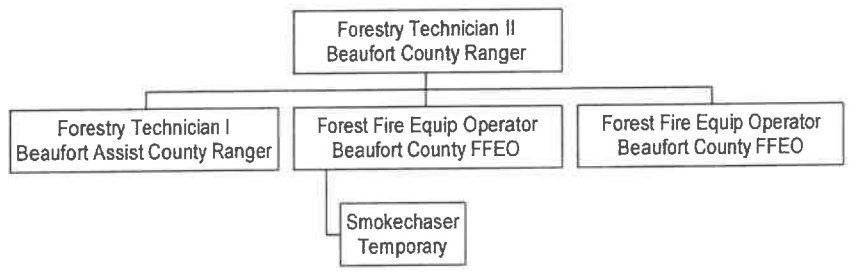
# FORESTRY ADMINISTRATION

DESCRIPTION: The North Carolina Forest service mission is to protect, manage and promote forest resources for the citizens of North Carolina. We envision a county with healthy trees and forest that provide essential environmental, economic and social benefits served by a professional workforce recognized as a leader in forest protection, emergency response, resource management and environmental education. Our services are provided in three (3) basic areas: **Forest Management:** we can provide the citizens of Beaufort County with writing woodland management plans, with recommendations for timber sales, tree planting, thinning's, site preparation, insect and disease management and maintain water quality. **Forest Fire Control:** prevention of forest fires through I&E programs at local schools, conducting hazard reduction burns for landowners and fire suppression for all brush and woodland fires. **All Risk Management:** Upon request our agency is available to provide assistants to local state and county emergency management officials during hurricanes, floods, tornados, missing persons, etc.

Logan Matthews, County Ranger

NC Forestry Service, Beaufort County  
7542 Hwy 264 East  
Washington, North Carolina 27889

Phone: (252) 946-3944  
Fax: (252) 964-8644  
Email: logan.matthews@ncagr.gov



All expenditures for the NC Forest Service are funded at a rate of 60% by the state of North Carolina and 40% by Beaufort County under Cooperative agreement.

FORESTRY	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Personnel	\$ -	\$ -	\$ -	\$ -	
Benefits	\$ -	\$ -	\$ -	\$ -	
Operating	\$ 127,575	\$ 173,905	\$ 173,905	\$ 183,190	
Capital	\$ -	\$ -	\$ -	\$ -	
Totals	\$ 127,575	\$ 173,905	\$ 173,905	\$ 183,190	

**FORESTRY**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
NC FORESTRY SERV.-COUNTY SHARE	\$ 126,560	\$ 118,058	\$ 127,575	\$ 84,504	\$ 173,905	\$ 173,905	\$ 173,905	\$ 183,190	\$ 183,190	
<b>Totals</b>	<b>\$ 126,560</b>	<b>\$ 118,058</b>	<b>\$ 127,575</b>	<b>\$ 84,504</b>	<b>\$ 173,905</b>	<b>\$ 173,905</b>	<b>\$ 173,905</b>	<b>\$ 183,190</b>	<b>\$ 183,190</b>	<b>\$ -</b>



**North Carolina Department of Agriculture  
and Consumer Services**  
*N.C. Forest Service*



**Steven W. Troxler**  
Commissioner

**Scott Bissette**  
Assistant Commissioner

March 10, 2023

Dear Beaufort County Commissioners and County Manager:

I appreciate this opportunity to share information with you about what services the North Carolina Forest Service provides to our landowners and what accomplishments have taken place in Beaufort County during the last full fiscal year of 2021-2022. The North Carolina Forest Service is responsible for the protection and development of all woodlands in the county, apart from what is incorporated within the city limits. This consists of nearly 300,000 acres of woodlands.



**New Type 6 Engine**

During the 21/22 budget year we were able to purchase and put into service a new Type 6 Engine. It is a 2022 White F-350 with a mechanics body. This truck will help us better serve the county in wildfire suppression.

**Emergency Response and Fire Prevention**

1616 Mail Service Center, Raleigh, North Carolina 27699-1616  
Phone: (919) 857-4801 • FAX: (919) 857-4802 • [www.ncforestservation.gov](http://www.ncforestservation.gov)  
An Equal Opportunity Employer

From July 2021 - June 2022, the NC Forest Service responded to 40 Wildland fire calls in the county that burned over 115 acres. As a result of these fires no homes were lost. We were able to protect 57 homes and 61 structures valued at \$10,584,500.

The NC Forest Service utilizes various types of equipment to suppress these wildfires. Equipment available in Beaufort County includes:

- 3 F-350 4x4 Type-6 Engines
- 1 D5H Caterpillar Dozer with fire plow
- 1 John Deere 750J Dozer with fire plow
- 2 Sterling Road Tractors with lowboy trailers
- 1 Portable bridge truck
- 1 6000 Gallon Water Tender (Also can be dispatched for structure fires if needed)

Other statewide Equipment available upon request:

- Patrol Planes
- Firefighting aircraft
- Incident Management Teams
- Firefighting personnel from across the state

The volunteer fire departments continue to be a tremendous asset in wildfire suppression. Their quick initial attacks minimize fire damage and keep fires small. The NCFS offers fire department specialized training to further improve fire suppression capabilities in Beaufort County. We are always looking for opportunities to offer training where needed. We also offer grants to purchase wildland firefighting equipment and provide wildland supplies at discounted prices.

The NC Forest Service participates in all types of disaster relief by making our manpower and equipment available to the county for a variety of uses. This could be a variety of things that include hurricanes, floods, storm cleanup, IMT teams, search and rescue. We are willing to assist any way possible.

### **Forest Management**

Our office assisted 54 Beaufort County landowners with detailed forest management plans totaling 3,973 acres. Management plans were prepared to meet landowner objectives for timber production, reforestation, present use valuation, wildlife habitat enhancement, and recreational use.

Using information in their management plans, Beaufort landowners replanted 1,405 acres of harvested woodland. They also conducted a variety of other stand improvement practices on planted pine plantations throughout the county. Some of these practices included spray release, thinning, pre-commercial thinning and prescribed burning. The NCFS provides cost share assistance to Beaufort County landowners through several State and Federally funded programs to help defray the cost of these forest management practices.

### **Water Quality Protection**

The NC Forest Service is committed to recommending and practicing environmentally responsible forestry operations. All forestry activities must adhere to Forest Practice Guidelines and Best Management Practices. These laws and regulations protect water quality and enable us to utilize forest resources in a sustainable manner. This past fiscal year we conducted 46 water quality inspections in the county on a total of 3,874 acres.

### **Urban Forestry Assistance and Pest Control**

In FY 21-22, we provided a handful of Beaufort citizens with advice and support on shade trees, yard trees, windbreaks, and tree disease control. Urban assistance will continue to be a priority as the population increases and more land is developed.

To protect urban and forested areas, each year we conduct aerial and ground surveys for forest pest outbreaks. We continually work with cooperative agencies, to monitor forest pest movements.

### **Information and Education**

Information and education programs are a vital part of our work here in Beaufort County. Each year, the NC Forest Service conducts educational programs on the environment, fire safety, fire prevention, and forest stewardship. These programs are given to a broad audience, including school children, civic groups, community associations, and others. Smokey the Bear programs continue to be very popular in the schools and local parades.

### **Employees**

Currently the North Carolina Forest service has 5 positions in Beaufort County. These positions consist of 1 County Ranger, 1 Assistant County Ranger, 2 Forest Fire Equipment operators, and 1 Temporary Smokechaser which is an 11-month position.

### **Conclusion**

The NC Forest Service had a successful FY 2021-2022 for Beaufort County. Our achievements are made possible with support and cooperation from the Volunteer Fire Departments and many other county agencies. We strive to provide all Beaufort County landowners with expert wildfire control, forest management assistance, water quality protection, information and education programs, urban forestry assistance, and forest pest control. We will also strive to help in any natural disaster or planned event that affects Beaufort County.

If you have questions or would like to discuss our program, feel free to contact me at 252-946-3944.

Thank you,

**Logan Matthews**  
**Beaufort County Ranger**



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**North Carolina Department of Agriculture  
and Consumer Services**  
*N.C. Forest Service*



**Steven W. Troxler**  
Commissioner

**Scott Bissette**  
Assistant Commissioner

3810 Dr. M. L. King Jr. Blvd.  
New Bern, NC 28562-2236  
February 24, 2023

D-4 FA  
Budget—Beaufort

Ms. Anita Radcliffe  
Beaufort County Finance Officer  
121 West 3<sup>rd</sup> Street  
Washington, NC 27889-1027

Dear Ms. Radcliffe:

Attached is the Cooperative Budget between Beaufort County and the N. C. Forest Service for 2023/2024. The total budget has increased \$29,093 this year. Your share of the budget has increased \$11,637.

Items concerning the 2023/2024 Budget:

- 1.) We are figuring a 2.5% tentative raise for all certified employees.
- 2.) The State Health Plan benefit cost \$7,767 per each full-time employee.
- 3.) This year the Retirement benefit plan has increased to 25.80% for all certified employees.
- 4.) The budget item #531441 (On Call), requires compensation to employees that have to remain available and in communication by pager or telephone per N. C. Forest Service policy. (This was implemented in September 2005 and is for weekends holidays, and after normal hours.)
- 5.) Motor Vehicle Replacement: Note: Vehicles purchased will be funded 100% for a one-year purchase.

A replacement vehicle was not requested for 2020/2021.

A replacement vehicle was purchased for 2021/2022.

A replacement vehicle was not requested for 2022/2023.

A 1-ton 4WD pickup with mechanics' body is not requested for fiscal year 2023/20224.

So, the total in budget item 534541 (Motor Vehicle Replacement) is \$0.00 for 2023/2024.

I have listed an explanation of the budget items next to the item (example: 533240—Carpentry & Hardware Supplies: paint, nails, lumber).

Also, an organizational chart for the N. C. Forest Service in Beaufort County is attached. The current employees are listed with titles, classifications, and a position count.

If you have any questions, please contact me at 252-649-6772 / Logan Matthews at 252-946-3944, or email me at [Dennis.Register@ncagr.gov](mailto:Dennis.Register@ncagr.gov) / [Logan.Matthews@ncagr.gov](mailto:Logan.Matthews@ncagr.gov).

Thanks for your continued support and cooperation.

Sincerely,



Dennis Register  
District Forester  
NC Registered Forester #1434

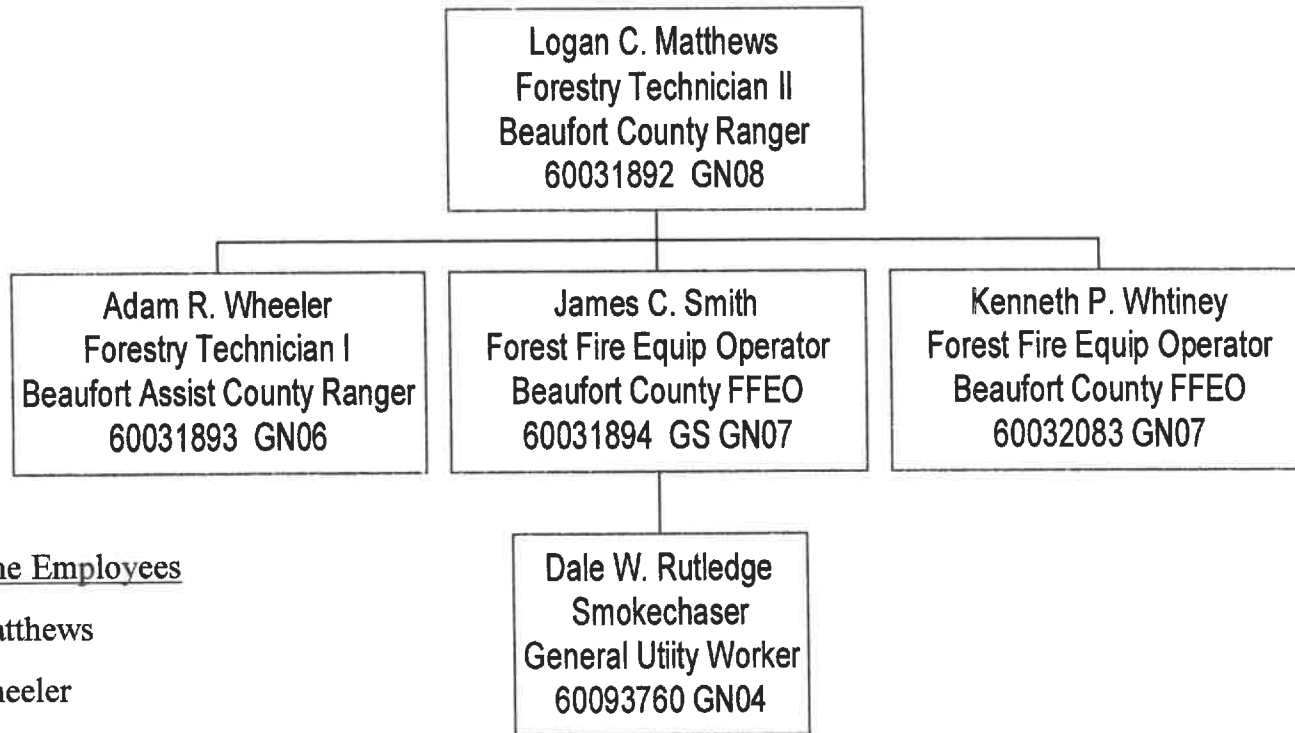
DKR:CDJ  
Attachments  
cc: Beaufort County Ranger

# BEAUFORT COUNTY

## DISTRICT 4

Unit 21003935

2/24/2023



### 4 Full Time Employees

Logan Matthews

Adam Wheeler

James Smith

Kenneth Whitney

### 1 Temporary Employees

Dale Rutledge

**BEAUFORT COUNTY FISCAL YEAR 2023-2024  
Outside Agency Budget Request Form**

<b>Agency Name, Address and Telephone Number:</b>	<u>North Carolina Forest Service, Beaufort County Headquarters 7542 Highway 264 East, Washington, NC 27889</u>
<b>Name of Agency Director, and Contact Person:</b>	<u>Dennis Register, District Forester, North Carolina Forest Service 3810 Dr. M. L. King Jr. Blvd., New Bern, NC 28562-2236</u>

	FY 21-22	FY 22-23	FY 23-24 Requested
<b>Amount of Beaufort County Funding</b>	\$169,634	\$171,553	\$183,190
<b>Do you receive Federal Funding? What Amount?</b> <input type="checkbox"/>	<u>Varies in the Department</u>	_____	_____
<b>Do you receive State Funding? What Amount?</b> <input type="checkbox"/>	<u>60% of the Total County Budget</u>	_____	_____
<b>Do you receive Grants, Donations, or Private Funding?</b> <input type="checkbox"/>	<u>Varies in the Department</u>	_____	_____
<b>TOTAL REVUES</b>	_____	_____	_____
<b>TOTAL EXPENSES</b>	_____	_____	_____

**Briefly explain the purpose and goals of your agency:** The mission of the N.C. Forest Service is to protect manage and promote forest resources to the citizens of North Carolina. Services are provided in three (3) basic areas: 1) Forest Management—writing woodland management plans, for a nominal charge, with recommendations for timber sales, tree planting, thinnings, site preparation, insect and disease problems maintaining water quality, etc.; 2) Forest Stewardship—how to participate in the program which emphasizes forest management, wildlife, aesthetics, soil and water quality; and 3) Forest Fire Control—prevention, presuppression and suppression of forest fires. The Department has 2 crawler tractor/plow units; one at the County Headquarters on Highway 264 East and the other at the Redditt (Edward) Headquarters, for fire control. The County Ranger, Assistant County Ranger and Smoke chaser have 1 ton, 4 wheel-drive pickup trucks equipped with 200-gallon water/foam tanks, reels and 200’ of hose each for fire control.

**How will Beaufort County funds be used?**

Provide to the citizens of Beaufort County:

1. Forest Fire protection. Urban Interface and FIREWISE programs. VFD training.
2. Forest Management assistance [written Forest Management Plans, site preparation, tree planting, hazard reduction burning, forest pest control, water quality inspections, etc.]
3. Cost-share Programs—Assistance through the State Forest Development Program and Federal-funded cost-share programs certifying acres and quality control of completed projects.
4. Support and assistance to other County Agencies in emergencies/disasters.
5. Urban Forestry-grants, information, technical assistance.

**Does your agency serve the entire county?**

Yes  No  If No what areas? \_\_\_\_\_

**Do you have a detailed budget:**

Yes  No

**Do you have an annual audit by a CPA?**

Yes  No

(At the Division level in Raleigh)

**How much undesignated cash did your agency have as of January 1, 2022?** NONE

**Will you be requesting funds from the County in the future?** Yes  No

Estimate the amount of Request:	FY 24-25	FY 25-26	FY 26-27
	<u>\$229,000 (County Share)</u>	<u>\$239,000 (County Share)</u>	<u>\$249,00 (County Share)</u>

**Form Completed By:** Dennis K. Register  
**Title:** District Forester  
**Date:** 2/24/23

Please submit any attachments that you think may justify your request or provide more information as to the operations of your agency. This form should be returned to the County Manager's Office by March 18th, and can be emailed to jim.christian@ncmail.net

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**BEAUFORT COUNTY TENTATIVE BUDGET  
2023-2024**

2/10/2023

<b>APPROPRIATIONS</b>		<b>COUNTY 40%</b>	<b>\$ 183,190.00</b>		
		<b>STATE 60%</b>	<b>\$ 274,784.00</b>		
				<b>\$ 457,974.00</b>	
531211	<b>SALARIES CERTIFIED</b>	LP%			
	County Ranger	0.00%	12 mos. @	\$ 3,464	\$ 41,565.00
	Asst. County Ranger	0.00%	12 mos. @	\$ 3,119	\$ 37,428.00
	FFEO	0.00%	12 mos. @	\$ 3,363	\$ 40,350.00
	FFEO	0.00%	12 mos. @	\$ 3,363	\$ 40,350.00
	FM Secretary	3.25%	1.5 mos. @	\$ 3,350	\$ 5,024.81
					\$ 164,717.81
531311	<b>Temporary</b>				
	Beaufort Smokechaser		11 months @	\$ 2,927.45	\$ 32,202.00
					\$ 32,202.00
531411	Overtime Pay				\$ 12,000.00
531421	Holiday Premium				\$ 10,000.00
531441	On Call				\$ 6,000.00
531461	Longevity Pay		(3.25% x \$5,024.81)		\$ 163.31
531511	Social Security	7.65%	of	\$ 225,083	\$ 17,218.86
531521	Retirement Contributions	25.80%	of	\$ 192,881	\$ 49,763.33
531561	Hospital Insurance		7,767 x 4.15		\$ 32,233.05
531577	DES		196,920 x 1%		\$ 1,969.20
532133	Physicals (Drug testing)				\$ 1,000.00
532186	Security System Services				\$ 2,500.00
532199	Other Services				\$ 4,392.00
532210	Electricity				\$ 7,000.00
532220	Natural Gas				\$ 3,000.00
532230	Water & Sewer				\$ 1,000.00
532310	Repairs—Buildings (Air Conditioning Systems, Carpentry, Electrical, Plumbing)				\$ 1,500.00
532331	Repair—Motor Vehicles (Outside Labor)				\$ 5,000.00
532441	Maint Agreement—Other Software				\$ 1,800.00
532590	Rent of Equipment (Oxygen & acetylene tanks)				\$ 500.00
532721	Travel Subsistence (Lodging)				\$ 2,500.00
532724	Travel Subsistence (Meals)				\$ 2,500.00
532811	Telephone				\$ 7,000.00
532812	Telephone Data Charge				\$ 4,000.00
532814	Cellular Phone Service				\$ 9,500.00
532815	E Mail				\$ 896.00
532817	Internet Service Provider Charge				\$ 1,500.00
532823	NCID				\$ 218.00
532840	Postage				\$ 800.00
532840003	Postage, FR&Del-Postal				\$ 800.00
532850	Printing/Binding (I & E Sheets, Business Cards)				\$ 350.00
532912	Motor Vehicle Insurance				\$ 2,500.00
532913	Liability Insurance				\$ 1,500.00
533110	Office Material/Supplies				\$ 1,000.00
533120	Data Processing Supplies (Cartridges)				\$ 1,000.00
533130	Photographic Supplies				\$ 50.00
533150	Security & Safety Supplies (Fire shelters, extinguishers, F. A. kits)				\$ 5,000.00
533190	Other Administrative Supplies (reflective tape, flagging tape, signs)				\$ 1,000.00

**BEAUFORT COUNTY TENTATIVE BUDGET  
2023-2024**

**2/10/2023**

533210	Household/Cleaning Supp.	\$	700.00
533240	Carpentry & Hardware Supplies (paint, nails, lumber)	\$	500.00
533250	Agricultural Supplies (Fertilizer, grass seed)	\$	500.00
533290	Other Facility & Hardware (chainsaws, parts, locks,mowers,etc.)	\$	6,000.00
533310	Gasoline	\$	10,000.00
533320	Diesel	\$	9,000.00
533330	Oil, Lubricants, Fluids	\$	5,000.00
533340	Tires / Tubes	\$	6,000.00
533350	Motor Vehicle Parts (filters, lights, light bars)	\$	15,000.00
533410	Fire Suppression (Safety Day, other meetings , snacks, coffee, etc.)	\$	500.00
533510	Clothing / Uniforms (Firefighters boots)	\$	2,500.00
533710	Scientific Supplies (Forest Management Tools)	\$	600.00
533720	Educational Supplies (Smokey items, training items)	\$	900.00
533900	Other Supplies gas cans, axes, antennas, coolers, storage boxes)	\$	1,000.00
533900003	Radio (repairs and replacement parts)	\$	500.00
534522	Equipment - Computer,printer,etc.	\$	500.00
534534	Equipment - PC's & printers	\$	500.00
534539	Other Equipment (Heating System, etc.)	\$	1,000.00
534541	Motor Vehicle Replacement	\$	-
534710	Computer Software	\$	200.00
535890	Other Administrative Expenses including Fire Meals, flags)	\$	500.00
535900	Other Expenses (burning permits, film processing)	\$	500.00
	<b>GRAND TOTAL</b>		<b>\$457,973.55</b>

## OTHER EMERGENCY SERVICES

This service area represents the County's contribution to the general operating budgets of other agencies that provide emergency services within Beaufort County. An explanation of the proposed expenditures are listed:

- Sidney Dive Team – The Sidney Dive Team is a specialized technical dive team provides diving rescue and recovery operations. The Team provides services in Beaufort County but will also respond to other areas of North Carolina to provide assistance if needed. Beaufort County assists in funding the Team with \$12,500 each year.
- Volunteer Fire Department Safety House – The Fire Safety House provides a hands-on learning tool that prepares children for the unexpected and frightening experiences of a fire. Demonstrations are conducted by firefighters and experienced volunteers. The County assists in funding the House with \$3,500 each year.
- Medical Examiner – Medical examiners are charged with investigating suspicious deaths in the County. Statewide this accounts for almost 15% of all deaths. Funding in this line item is designated to pay for these services.

OTHER EMERGENCY SERVICES	FY 21-22 Actual	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 23-24 Approved
Sidney Dive Team	\$ 22,500	\$ 17,500	\$ 17,500	\$ 12,500	
VFD Fire Safety House	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	
Medical Examiner	\$ 33,300	\$ 45,000	\$ 45,000	\$ 45,000	
<b>Totals</b>	<b>\$ 59,300</b>	<b>\$ 66,000</b>	<b>\$ 66,000</b>	<b>\$ 61,000</b>	

**OTHER EMERGENCY SERVICES**

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APRPROVED
SIDNEY DIVE TEAM APPROPRIATION	\$ 10,000	\$ 10,000	\$ 22,500	\$ 17,500	\$ 17,500	\$ 17,500	\$ 3,500	\$ 3,500	\$ 12,500	
VFD FIRE SAFETY HOUSE	3,500	3,500	3,500	3,500	3,500	3,500	45,000	45,000	3,500	
PROFESSIONAL SERVICE-MEDICAL	29,200	41,200	33,300	10,800	45,000	45,000	17,500	17,500	45,000	
<b>Totals</b>	<b>\$ 42,700</b>	<b>\$ 54,700</b>	<b>\$ 59,300</b>	<b>\$ 31,800</b>	<b>\$ 66,000</b>	<b>\$ 66,000</b>	<b>\$ 66,000</b>	<b>\$ 66,000</b>	<b>\$ 61,000</b>	<b>\$ -</b>

## SPECIAL REVENUES

**Special Revenue Funds-** Special Revenue Funds account for specific revenue sources that are legally restricted to expenditures for specified purposes.

- E-911 Telephone System – This fund is used to account for revenues and expenses associated with the County’s PSAP system.
- State/Federal Seized Funds – This fund is used to account for revenues and expenses associated with seized drug funds received from the State and Federal government.
- Fire & Rescue Tax Districts – This fund is used to account for tax collections and distributions to the County Fire and Rescue/EMS districts.
- Tax Revaluation Reserve Fund – North Carolina G.S. 153-A-150 mandates that counties set aside funds to finance the octennial reappraisal of real property. Each year a county must appropriate funds to the reappraisal reserve fund in an amount that will accumulate enough to finance the next reappraisal. Once placed in the fund, the monies are restricted for that purpose. The 2025 reappraisal cost is estimated at a total price of \$1,281,840. A contribution of \$162,050 is needed for FY 22/23.
- Economic Development Fund – This fund is used to account for specific funds associated with economic development such as the Airport Tax Grant with the City of Washington and for the recruitment of industries to Beaufort County. Appropriations are made annually for the Tax Grant and as needed for recruitment opportunities.
- Capital Reserve Fund – This fund is used to account for transfers to the Capital Reserve Fund for future capital purchases.
- HCCBG Aging – This fund is used to account for the Home and Community Care Block Grant services, which are provided to eligible seniors in Beaufort County.
- Healthcare Reserve Fund – This fund is used to account for funds the County received when the trust accounts set up to account for trailing liabilities were closed years after the hospital was transferred to Vidant Health Systems.
- Facility/Capital Reserve Fund- This fund is used to account for transfers equal to \$.01 per \$100 tax valuation for facility/capital improvements.

- EMS Special Revenue Fund – This Fund is used to account for EMS billing related revenue and expenditures. Revenue in this fund will be generated from FCA Collections, Colleton Billing, and the NC Debt Setoff program. Expenditures will include fees for funds collected and pay outs to EMS agencies in which Beaufort County has collected billing funds.
- 4-H Special Revenue Fund – This Fund is used to account for Beaufort County Cooperative Extension programs operated out of these accounts include the (1) Beaufort County 4-H Livestock Show and Sale, (2) Summer Camping, (3) 4-H Clubs, and (4) 4-H Programming. The funds in these special lines are restricted funds. There is no county money in this account.
- Cooperative Extension Special Revenue Fund – This Fund is used to account for Beaufort County Cooperative Extension programs operated out of this account include (1) Agriculture Programming, (2) Horticulture Programming, (3) Master Gardeners, and (4) Family and Consumer Science Programming. The funds in these special lines are restricted funds. There is no county money in this account.
- DSS Representative Payee Special Revenue Fund – This fund is used to account for when the Department of Social Services serves as representative payee for our wards, Special Assistance In-Home clients and foster children. The funds in these special lines are restricted client funds. There is no county money in this account.
- Beaufort Promise Special Revenue Fund – This fund is used to reimburse the College for scholarships awarded to Beaufort County residents attending BCCC.

<b>SPECIAL REVENUES</b>	<b>FY 21-22 Actuals</b>	<b>FY 22-23 Original</b>	<b>FY 22-23 Amended</b>	<b>FY 23-24 Recommended</b>	<b>FY 23-24 Approved</b>
<b>E-911 Revenues</b>					
E-911 Surcharge	197,604	116,817	116,817	143,189	
Appropriated Fund Balance	0	0	0	0	
Interest Income	559	0	0	0	
Miscellaneous Income	436	0	0	0	
E-911 FB Appropriated	0	29,935	265,935	0	
Transfer from General Fund	9,950	0	0	0	
<b>E-911 Total Revenues</b>	<b>208,549</b>	<b>146,752</b>	<b>382,752</b>	<b>143,189</b>	
<b>Seized Funds Revenues</b>					
Unauthorized Substance Tax	18,213	35,000	35,000	25,000	
Investment Earnings	99	0	0	275	
Miscellaneous Income	10,963	5,000	5,000	5,000	
Appropriated Fund Balance	0	25,000	25,000	40,000	
<b>Seized Funds Total Revenues</b>	<b>29,275</b>	<b>65,000</b>	<b>65,000</b>	<b>70,275</b>	
<b>Fire Tax District Revenues</b>					
Richlands Fire/Rescue Tax	861,468	848,000	848,000	895,000	
Chocowinity Fire Tax	400,515	393,000	393,000	402,000	
Northside Fire Tax	1,045,655	1,030,290	1,030,290	1,050,000	
<b>Total Fire Tax Revenues</b>	<b>2,307,638</b>	<b>2,271,290</b>	<b>2,271,290</b>	<b>2,347,000</b>	
<b>EMS Tax District Revenues</b>					
Bath Township EMS Tax	412,916	400,000	400,000	451,000	
Bath	0	24,500	24,500	0	
Belhaven	0	64,000	64,000	55,000	
Chocowinity Township EMS Tax	465,658	457,000	457,000	469,000	
Chocowinity Municipal EMS Tax	36,341	36,000	36,000	41,000	
Long Acre Township EMS Tax	319,974	310,000	310,000	322,000	
Pantego Township EMS Tax	185,971	183,000	183,000	196,450	
Pantego Municipal EMS Tax	9,140	8,800	8,800	0	
Pamlico Beach	0	10,000	10,000	10,000	
Washington Township EMS Tax	220,109	212,000	212,000	224,500	
<b>Total EMS Tax Revenues</b>	<b>1,650,109</b>	<b>1,705,300</b>	<b>1,705,300</b>	<b>1,768,950</b>	
<b>Tax Revaluation Fund Revenues</b>					
Investment Earnings	737	0	0	0	
Transfer from General Fund	162,050	162,050	162,050	161,759	
Appropriated Fund Balance	0	0	0	0	
<b>Total Revaluation Fund Revenues</b>	<b>162,787</b>	<b>162,050</b>	<b>162,050</b>	<b>161,759</b>	
<b>Economic Development Fund Revenues</b>					
Business Enhancement Contribution	1,000	0	0	0	
Transfer from General Fund	45,000	45,000	45,000	45,000	
<b>Total Economic Development Fund Revenues</b>	<b>46,000</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	
<b>Capital Reserve Fund Revenues</b>					
Investment Earnings	0	0	0	0	
Transfer from General Fund	55,000	30,000	30,000	30,000	
<b>Total Capital Reserve Fund</b>	<b>55,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	

	<b>FY 21-22 Actuals</b>	<b>FY 22-23 Original</b>	<b>FY 22-23 Revised</b>	<b>FY 23-24 Recommended</b>	<b>FY 23-24 Approved</b>
<b>HCCBG – Aging Revenues</b>					
Home Delivered Meals–Contributions	23	1,500	1,500	100	
Congregate Meals–Contributions	1,211	1,500	1,500	1,000	
Transportation–Contributions	0	200	200	0	
In Home Aide Services-Contributions	0	50	50	0	
Congregate Meals-Families 1 <sup>st</sup>	0	0	0	0	
Home Delivered Meals- Families 1st	0	0	0	0	
Interest Income	34	0	0	0	
Fund Balance-Appropriated	0	12,667	12,667	0	
<b>Total HCCBG – Aging Revenues</b>	<b>1,268</b>	<b>15,917</b>	<b>15,917</b>	<b>1,100</b>	
<b>Healthcare Reserve Fund Revenues</b>					
Investment Earnings	2,856	0	0	0	
Loan Payments from General Fund	27,282	371,540	371,540	371,540	
<b>Total Health Care Reserve Fund Revenues</b>	<b>30,138</b>	<b>371,540</b>	<b>371,540</b>	<b>371,540</b>	
<b>Facility/Capital Reserve Fund Revenues</b>					
Transfer from General Fund	575,000	603,275	603,275	605,620	
<b>EMS Special Revenue Fund Revenues</b>					
Agency Transport Collections	2,561,978	1,800,000	1,800,000	1,800,000	
Debt Setoff Collections	20,399	10,000	10,000	10,000	
SCA Collections	10,108	12,000	12,000	10,000	
Medicaid Cost Settlement	0	500,000	500,000	0	
<b>Total EMS Special Revenue Fund Revenues</b>	<b>2,592,485</b>	<b>2,322,000</b>	<b>2,322,000</b>	<b>1,820,000</b>	
<b>4-H Special Revenue Fund Revenues</b>					
4-H Special Revenue Fund	59,056	36,000	36,000	55,000	
<b>Cooperative Extension Special Revenue Fund Revenues</b>					
Cooperative Extension Special Revenue Fund	55,082	40,000	40,000	40,000	
<b>DSS Representative Payee Special Revenue Fund Revenues</b>					
DSS Representative Payee Special Revenue Fund	648,226	165,000	165,000	700,000	

	<b>FY 21-22 Actuals</b>	<b>FY 22-23 Original</b>	<b>FY 22-23 Revised</b>	<b>FY 23-24 Recommended</b>	<b>FY 23-24 Approved</b>
<b>E-911 Expenditures</b>					
Implemental Functions	32,802	0	104,678	0	
Contingency	0	0	0	0	
Telephone	40,664	81,860	66,005	81,860	
Software Maintenance	20,990	19,875	19,875	19,875	
Hardware Maintenance	12,805	11,070	18,032	11,070	
Furniture	7,625	9,225	11,025	5,662	
Capital		0	0	0	
Back-up PSAP		0	0	0	
Training	13,153	24,722	24,722	24,722	
E-911 Total Exp.	<b>128,039</b>	<b>146,752</b>	<b>146,752</b>	<b>143,189</b>	
<b>Seized Funds Expenditures</b>					
Equipment Purchase	28,465	65,000	65,000	70,275	
Capital Outlay – Equipment	16,180	0	0	0	
Seized Funds Total Exp.	<b>44,645</b>	<b>65,000</b>	<b>65,000</b>	<b>70,275</b>	
<b>Fire Tax District Expenditures</b>					
Richlands Fire/Rescue Tax	860,685	847,300	847,300	894,000	
Chocowinity Fire Tax	398,741	393,000	393,000	401,000	
Northside Fire Tax	1,040,971	1,025,690	1,025,690	1,044,500	
DMV Collection Fees (All Districts)	7,241	7,000	7,000	7,500	
Total Fire Tax Exp.	<b>2,307,638</b>	<b>2,272,990</b>	<b>2,272,990</b>	<b>2,347,000</b>	
<b>EMS Tax District Expenditures</b>					
Pamlico Beach EMS	10,000	10,000	10,000	10,000	
Bath Township EMS to GF	401,582	399,000	399,000	450,000	
Bath to GF	0	24,500	24,500	0	
Belhaven to GF	0	64,000	64,000	55,000	
Chocowinity Township EMS	463,800	455,400	455,400	467,500	
Chocowinity Municipal EMS	36,078	35,350	35,350	40,500	
Broad Creek EMS	244,944	236,900	236,900	246,106	
Pinetown EMS	73,291	71,600	71,600	74,344	
Pantego Township EMS to GF	185,357	182,500	182,500	196,000	
Pantego Municipal EMS	9,103	8,750	8,750	0	
Washington Township EMS to GF	218,817	211,000	211,000	223,000	
DMV Collection Fees (All Districts)	7,137	6,300	6,300	6,500	
Total EMS Tax Exp.	<b>1,650,109</b>	<b>1,705,300</b>	<b>1,705,300</b>	<b>1,768,950</b>	
<b>Tax Revaluation Fund Expenditures</b>					
Transfer to Revaluation Project Fund	824,858	0	0	0	
To Fund Balance for 2025 Reval	0	162,050	162,050	161,759	
Total Reval Fund Exp.	<b>824,858</b>	<b>162,050</b>	<b>162,050</b>	<b>161,759</b>	
<b>Economic Development Fund Expend.</b>					
Committee of 100 – Industry Ready Bldg. Pymt.	0	0	0	0	
Airport Grant – City of Washington	14,551	45,000	45,000	45,000	
Duke Energy Site Readiness Grant	0	0	0	0	
Total Economic Development Exp.	<b>14,551</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	
<b>Capital Reserve Fund Expenditures</b>					
Voting Machine Capital Reserve Exp.	<b>55,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	

	<b>FY 21-22 Actuals</b>	<b>FY 22-23 Original</b>	<b>FY 22-23 Revised</b>	<b>FY 23-24 Recommended</b>	<b>FY 23-24 Approved</b>
<b>HCCBG – Aging Expenditures</b>					
In Home Aide Services	0	6,347	6,347	0	
Home Delivered Meals Purchases	3,262	6,500	6,500	100	
Congregate Meal Purchases	203	2,870	2,870	1,100	
Congregate Meals - Families 1st	0	0	0	0	
Home Delivered Meals - Families 1st	0	0	0	0	
Transportation Expenses	0	200	200	0	
<b>Total HCCBG – Aging Exp.</b>	<b>3,465</b>	<b>15,917</b>	<b>15,917</b>	<b>1,100</b>	
<b>Healthcare Reserve Fund Expenditures</b>					
To Healthcare Fund Balance	0	371,540	371,540	371,540	
<b>Facility/ Capital Reserve Fund Expenditures</b>					
Transfer to Capital Project Fund	575,000	603,275	603,275	605,620	
<b>EMS Special Revenue Fund Expenditures</b>					
Collection Fees	59,168	130,000	130,000	80,000	
Contracted Services	0	20,000	20,000	20,000	
EMS District Payments	2,533,318	1,672,000	1,672,000	1,720,000	
Medicaid Cost Settlement	0	500,000	500,000	0	
<b>Total EMS Special Revenue Fund Exp.</b>	<b>2,533,318</b>	<b>2,322,000</b>	<b>2,322,000</b>	<b>1,820,000</b>	
<b>4-H Special Revenue Fund Expenditures</b>					
4-H Special Revenue Fund	52,447	36,000	36,000	55,000	
<b>Cooperative Extension Special Revenue Fund Expenditures</b>					
Cooperative Extension Special Revenue Fund	38,615	40,000	40,000	40,000	
<b>DSS Representative Payee Special Revenue Fund Expenditures</b>					
DSS Representative Payee Special Revenue Fund	638,502	165,000	165,000	700,000	

E911

	2020	2021	2022	Actuals through 4/28/2023	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2024 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
	ACTUALS	ACTUALS	ACTUALS							
<b>EXPENDITURES</b>										
IMPLEMENTAL FUNCTIONS	\$ 31,023	\$ 35,631	\$ 32,802	\$ 27,795	\$ -	\$ 104,678	\$ 104,678	\$ -	\$ -	
TELEPHONE	65,514	36,945	40,664	26,423	81,860	66,005	66,005	81,860	81,860	
E911 SERVICES	-	-	-	-	-	-	-	-	-	
HARDWARE MAINTENANCE	13,861	4,355	12,805	14,261	11,070	18,032	18,032	11,070	11,070	
SOFTWARE MAINTENANCE	27,665	60,210	20,990	12,892	19,875	19,875	19,875	19,875	19,875	
TRAINING/SCHOOL COSTS	4,002	1,770	13,154	989	24,722	24,722	24,722	24,722	24,722	
FURNITURE	-	-	7,625	1,800	9,225	11,025	11,025	5,662	5,662	
CAPITAL OUTLAY-EQUIPMENT	-	-	-	-	-	138,415	138,415	-	-	
BACK-UP PSAP	-	-	-	-	-	-	-	-	-	
CONTINGENCY	-	-	-	-	-	-	-	-	-	
<b>TOTALS</b>	<b>\$ 142,064</b>	<b>\$ 138,910</b>	<b>\$ 128,040</b>	<b>\$ 84,160</b>	<b>\$ 146,752</b>	<b>\$ 382,752</b>	<b>\$ 382,752</b>	<b>\$ 143,189</b>	<b>\$ 143,189</b>	

**DRUG SEIZURES**

	2020	2021	2022	ACTUALS THROUGH 4/28/2023	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED	2024 APPROVED
<b>EXPENDITURES</b>											
EQUIPMENT PURCHASE	\$ 2,695	\$ 77,024	\$ 28,465	\$ 50,450	\$ 65,000	\$ 65,000	\$ 65,000	\$ 70,275	\$ 70,275	\$ -	-
CAPITAL OUTLAY-EQUIPMENT	-	16,275	16,179	-	-	-	-	-	-	-	-
CAPITAL OUTLAY-VEHICLES	-	-	-	-	-	-	-	-	-	-	-
<b>TOTALS</b>	<b>\$ 2,695</b>	<b>\$ 93,299</b>	<b>\$ 44,644</b>	<b>\$ 50,450</b>	<b>\$ 65,000</b>	<b>\$ 65,000</b>	<b>\$ 65,000</b>	<b>\$ 70,275</b>	<b>\$ 70,275</b>	<b>\$ -</b>	<b>\$ -</b>

## HCCBG - AGING

The Beaufort County Department of Social Services is the Lead Agency and a provider for Home and Community Care Block Grant services in Beaufort County. HCCBG services are provided to eligible seniors in Beaufort County with the goal of maintaining their independence and allowing them to remain in their own home. Recipients of HCCBG services have the opportunity to give monetary contributions for the services but are not required to do so. These contributions are used to expand HCCBG services.

HCCBG Services include:

- Congregate Nutrition and Home Delivered Meals – meal provided to an older adult, either in a group setting or to their home, that provides 1/3 of the recommended daily dietary allowance
- In-Home Aide – aide services provided to assist with essential home management, personal care and/or supervision to enable the older adult to remain in their own home
- Transportation – provides travel to and from a community resource such as medical appointments, the nutrition site, or other areas for older adults to access services and activities for daily living
- Information and Case Assistance – information about programs and services and how to obtain those services are provided to older adults and their families

**HCCBG-AGING-CONTRIBUTIONS**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
IN HOME AIDE SERVICES	\$ 15,930	\$ 706	\$ -	\$ -	\$ 6,347	\$ 6,347	\$ 6,347	\$ -	\$ -	
HOME DELIVERED MEAL PURCHASES	10,000	4,971	3,262	-	6,500	6,500	6,500	100	100	
CONGREGATE MEAL PURCHASES	1,059	477	203	456	2,870	2,870	2,870	1,000	1,000	
CONGREGATE MEALS-FAMILIES 1ST	-	19,027	-	-	-	-	-	-	-	
HOME DELIVERED MEALS-FAM. 1ST	-	38,055	-	-	-	-	-	-	-	
TRANSPORTATION EXPENSES	720	-	-	200	200	200	200	-	-	
<b>TOTAL</b>	<b>\$ 27,708</b>	<b>\$ 63,236</b>	<b>\$ 3,465</b>	<b>\$ 656</b>	<b>\$ 15,917</b>	<b>\$ 15,917</b>	<b>\$ 15,917</b>	<b>\$ 1,100</b>	<b>\$ 1,100</b>	<b>\$ -</b>

# WATER

Historically, Beaufort County Water has consisted of seven independent water districts. These Districts were formed at different times with the first created in 1989. Each District continues to be a separate legal entity. In the FY 18/19 budget, the seven districts were consolidated into one operational entity through an interlocal operating agreement. This created operational efficiencies and allows the system to charge a uniform rate.

The Water Division consists of approximately 1,100 miles of waterline, storage tanks, pump stations, two water treatment plants and various appurtenances.

The Customer Service division of the Water Division is part of the Finance Department; however, the salary and benefit expenses for these positions are cost allocated directly to the Water Fund.

Christina Smith, Public Works Director  
 West Overman, Public Works Deputy Director  
 Erick Jennings, Water Systems Manager

111 West 2<sup>nd</sup> Street  
 Washington, North Carolina 27889

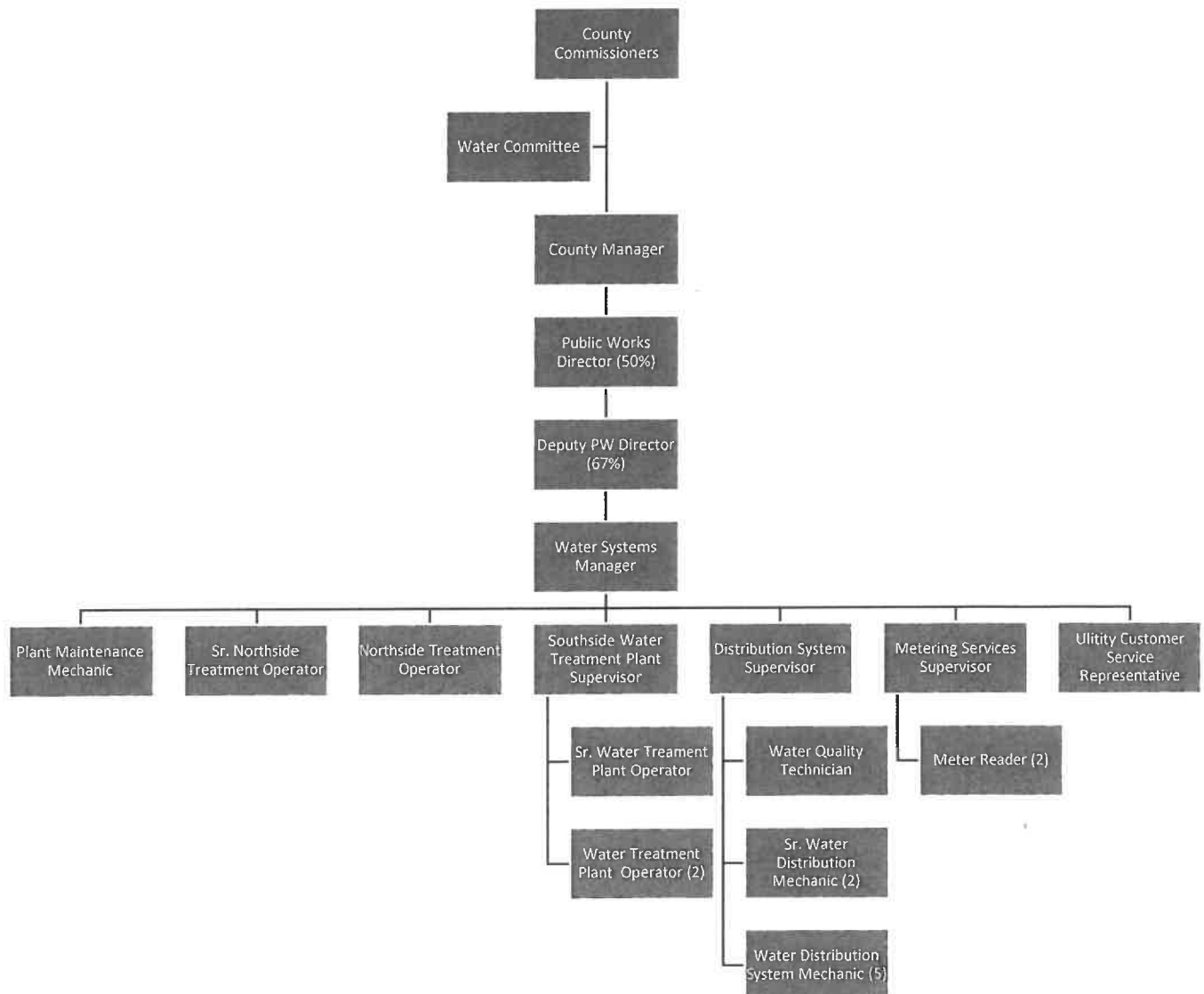
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### FULL-TIME POSITIONS AUTHORIZED

FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
28	27	27	27	

<b>WATER REVENUES</b>	<b>FY 21-22 Actual</b>	<b>FY 22-23 Original</b>	<b>FY 22-23 Amended</b>	<b>FY 23-24 Recommended</b>	<b>FY 23-24 Approved</b>
<b>Total Revenues</b>	<b>\$8,494,744</b>	<b>\$8,368,632</b>	<b>\$8,504,796</b>	<b>\$8,745,500</b>	

<b>WATER</b>	<b>FY 21-22 Actual</b>	<b>FY 22-23 Original</b>	<b>FY 22-23 Amended</b>	<b>FY 23-24 Recommended</b>	<b>FY 23-24 Approved</b>
Personnel	\$ 1,085,022	\$ 1,260,520	\$ 1,224,377	\$ 1,277,735	\$ -
Benefits	444,486	517,326	511,469	516,195	-
Operating	5,073,519	3,206,854	3,338,204	3,499,489	
Debit Service	699,343	3,074,864	3,074,864	3,057,206	-
Fund Balance Reserve	-	96,890	44,400	53,058	-
Contingency	-	28,228		76,102	
Capital	-	183,950	311,482	265,715	-
<b>Totals</b>	<b>\$ 7,302,370</b>	<b>\$ 8,368,632</b>	<b>\$ 8,504,796</b>	<b>\$ 8,745,500</b>	<b>\$ -</b>

**BEAUFORT COUNTY WATER DISTRICT**

	2020	2021	2022	AS OF	2023	2023	2023	2024	2024	2024
	ACTUALS	ACTUALS	ACTUALS	2/3/2023	ORIGINAL	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
SALARIES	\$ 873,494	\$ 938,132	\$ 1,025,051	\$ 602,113	\$ 1,170,520	\$ 1,134,377	\$ 1,115,000	\$ 1,187,735	\$ 1,187,735	
SALARIES-OVERTIME	63,454	60,164	58,213	41,370	80,000	80,000	76,000	80,000	80,000	
SALARIES-PART TIME	2,829	-	1,759	4,514	10,000	10,000	6,000	10,000	10,000	
COMPENSATED ABSENCES ADJ	4,267	13,640	8,360	-	-	-	-	-	-	
FICA 6.2%	54,428	57,126	63,526	38,135	78,153	78,153	71,000	79,220	79,220	
LOC. GOV. EMP. RETIREMENT	261,542	102,364	120,770	78,119	151,938	151,938	146,000	164,572	163,284	
LGERS PENSION EXPENSE	-	167,061	89,823	-	-	-	-	-	-	
LGERS CY CONTRIBUTIONS	(83,345)	(102,514)	(115,332)	-	-	-	-	-	-	
HOSPITALIZATION-EMPLOYEE	178,917	173,776	197,574	119,101	227,868	227,868	217,000	212,940	217,103	
OPEB EXPENSE	132,257	151,700	167,476	-	-	-	-	-	-	
CY PREMIUMS PAID - OPEB	(26,372)	(28,778)	(37,245)	-	-	-	-	-	-	
MEDICARE 1.45%	12,729	13,532	14,857	8,919	18,277	18,277	17,000	18,527	18,527	
LIFE INSURANCE-EMPLOYEE	636	668	662	388	782	782	750	810	810	
WORKERS COMPENSATION INSURANCE	26,204	28,059	27,695	9,441	15,298	9,441	9,441	11,896	11,896	
401(K) EMPLOYER CONTRIBUTION	17,232	18,618	19,401	11,607	25,010	25,010	22,000	25,555	25,355	
PROF.SERVICE-AUDIT/ACCOUNTING	2,254	67,554	2,754	504	3,500	3,500	1,200	2,500	2,500	
DEBT ISSUANCE EXP	-	133,495	-	-	-	-	-	-	-	
PROFESSIONAL SERVICE-ENG/TEST	1,143	8,319	600	13,690	30,000	28,457	13,690	30,000	30,000	
ADMINISTRATIVE COST TO GF	220,086	256,077	240,216	127,430	254,860	254,860	254,680	254,680	278,578	
UNIFORMS	14,802	13,490	12,116	9,273	20,320	20,320	18,778	20,320	20,320	
SUPPLIES-MAINT./REPAIR	19,407	13,881	16,645	8,111	22,000	22,000	20,000	22,000	22,000	
OFFICE SUPPLIES	4,092	3,572	3,362	3,495	3,500	3,500	4,100	4,000	4,000	
SUPPLIES-TREATMENT	141,438	161,008	159,839	179,890	198,783	221,783	221,783	235,000	235,000	
SUPPLIES-DISTRIBUTION	104,147	172,890	205,443	215,624	229,500	256,500	256,500	277,000	277,000	
WATER PURCHASE	785,752	1,021,714	821,061	388,588	924,000	924,000	924,743	1,035,713	1,035,713	
PROFESSIONAL DEVELOPMENT	6,770	3,624	8,690	3,556	12,000	12,000	9,500	12,000	12,000	
TRAVEL-FUEL	63,001	60,874	88,190	51,067	88,000	88,000	96,900	95,000	95,000	
TELEPHONE	38,535	41,149	44,387	26,695	47,000	47,000	44,000	47,000	47,000	
POSTAGE	70,728	74,957	75,999	61,574	70,143	70,143	72,500	74,300	74,300	
UTILITIES	171,380	201,990	210,238	103,533	219,000	219,000	210,000	219,000	219,000	
MAINT/REPAIR-BUILDINGS	50,712	50,812	34,343	15,463	37,680	37,680	22,000	37,680	37,680	
MAINT/REPAIR	14,918	64,820	47,151	73,849	99,000	109,175	89,000	66,290	66,290	
MAINT/REPAIR-SCADA	21,498	14,162	5,144	6,200	10,000	10,000	5,000	10,000	10,000	
MAINT/REPAIR-WATER TANKS	165,467	168,409	174,247	184,703	184,703	184,703	182,173	187,848	187,848	
7/21/22-YEATESVILLE BPS DAMAGE	-	-	-	35,308	-	-	35,308	-	-	
8/21/22-SLATESTONE VS DAMAGES	-	-	-	19,997	-	-	19,997	-	-	
MAINT/REPAIR-VEHICLE	28,462	27,783	26,102	13,448	30,000	30,000	25,000	30,000	30,000	
COMPUTER SOFTWARE/SUPPORT	33,821	71,106	86,846	94,501	139,000	139,000	110,000	134,000	134,000	
ADVERTISING	713	816	1,614	238	1,750	1,750	750	1,750	1,750	
TEMPORARY EMP.SERVICES	24,403	-	-	-	-	-	-	-	-	

**BEAUFORT COUNTY WATER DISTRICT**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
WATER BILLING SERVICE	20,616	21,832	24,945	21,572	22,500	22,500	26,000	27,300	26,000	
EQUIPMENT PURCHASE	11,945	18,172	14,312	10,193	14,000	14,000	1,400	11,500	11,500	
EQUIPMENT PURCHASE-TREATMENT	7,251	14,040	14,663	13,145	20,140	20,140	15,000	10,000	10,000	
RENTAL EQUIPMENT	30,073	30,856	29,078	27,300	35,200	35,200	27,000	35,200	35,200	
CONTRACT SERVICES	40,889	130,622	74,430	136,592	84,500	165,218	150,000	104,750	104,750	
CONTRACTS-LANDSCAPE	40,072	45,601	41,979	40,235	55,000	55,000	54,000	55,000	55,000	
CONTRACTS-TESTING SERVICES	26,552	28,699	24,266	31,202	33,000	33,000	32,000	36,000	36,000	
CONTRACTS-BORING SERVICES	7,000	21,900	6,000	19,000	23,000	23,000	20,000	23,000	23,000	
PERMITS	6,581	6,581	6,581	6,585	7,100	7,100	6,585	7,100	7,100	
INSURANCE AND BONDS	115,901	178,674	128,145	192,826	174,150	174,150	192,826	192,827	243,000	
INSURANCE DEDUCTIBLES	2,104	-	1,000	1,685	2,000	2,000	3,500	2,500	2,500	
CREDIT CARD FEES (BANK CHARGE)	51,898	60,707	69,777	40,523	70,525	70,525	82,000	84,460	84,460	
DEPRECIATION EXPENSE	2,196,516	2,228,560	2,238,809	-	-	-	-	-	-	
AMORTIZATION EXPENSE	(89,762)	(73,527)	15,290	-	-	-	-	-	-	
DUES & SUBSCRIPTIONS	2,318	1,042	916	1,395	3,000	3,000	2,000	3,000	3,000	
CAPITAL OUTLAY-EQUIPMENT	-	-	-	58,209	118,950	128,345	128,345	165,715	165,715	
CAPITAL OUTLAY-VEHICLES	-	2,931	-	181,368	65,000	183,137	183,137	100,000	100,000	
PRINCIPAL H-LRX-F-11-1735	-	-	-	-	55,000	55,000	55,000	55,000	55,000	
PRINCIPAL H-LRX-F-11-1741	-	-	-	-	55,000	55,000	55,000	55,000	55,000	
PRINCIPAL-BANK OF AMERICA	-	-	-	170,444	300,000	300,000	300,000	300,000	300,000	
PRINCIPAL H-SRP-D-17-0090	-	-	-	-	4,029	4,029	4,029	4,029	4,029	
PRINCIPAL H-SRP-D-17-0091	-	-	-	-	6,888	6,888	6,888	6,888	6,888	
PRINCIPAL H-SRP-D-17-0085	-	-	-	-	4,121	4,121	4,121	4,121	4,121	
PRINCIPAL H-SRP-D-17-0010	-	-	-	-	37,500	37,500	37,500	37,500	37,500	
PRINCIPAL H-SRP-D-17-0019	-	-	-	-	1,845,000	1,845,000	1,845,000	1,845,000	1,845,000	
PRINCIPAL H-SRP-D-17-0093	-	-	-	-	33,666	33,666	33,666	33,666	33,666	
PRINCIPAL H-SRP-D-17-0089	-	-	-	-	5,098	5,098	5,098	5,098	5,098	
PRINCIPAL 2021 LOBS REFUNDING	-	-	-	-	24,225	24,225	24,225	24,225	24,225	
INTEREST-BOND	-	(8,364)	(62,543)	-	-	-	-	-	-	
INTEREST-BOND-WDI	180,063	87,231	-	-	-	-	-	-	-	
INTEREST-BOND-WDII	124,200	58,200	-	-	-	-	-	-	-	
INTEREST-BOND-WDIII	152,300	71,650	-	-	-	-	-	-	-	
INTEREST-BOND-WDIV	251,250	121,125	-	-	-	-	-	-	-	
INTEREST-BOND-WDV	117,131	56,366	-	-	-	-	-	-	-	
INTEREST-BOND-WDVI	347,581	168,891	-	-	-	-	-	-	-	
INTEREST-BOND-WDVII	177,975	85,688	-	-	-	-	-	-	-	
INTEREST-BANK OF AMERICA	138,361	128,268	118,175	64,274	108,082	108,082	108,082	97,988	97,988	
INTEREST 2021 LOBS REFUNDING	-	-	643,711	298,093	596,255	596,255	596,255	588,691	588,691	
NC DOT RELOCATION/PROJECTS	-	6,898	5,260	-	8,000	-	-	8,000	8,000	
TO WATER DISTRICT PROJECT FUND	75,000	80,243	-	-	96,890	44,400	44,400	106,118	53,058	
TRANSFER TO WORKER'S COMP FUND	-	-	-	30,000	30,000	30,000	30,000	30,000	30,000	
HURRICANE FLORENCE EXPENSE	-	-	-	-	-	-	-	-	-	
HURRICANE DORIAN EXPENSE	9,707	-	-	-	-	-	-	-	-	
HURRICANE ISAIAS	-	23	-	-	-	-	-	-	-	
FUEL SPILL EXPENSES	-	-	-	27,865	-	-	-	-	-	
CONTINGENCY	-	-	-	-	28,228	-	-	100,000	76,102	
<b>Totals</b>	<b>\$ 7,545,324</b>	<b>\$ 7,798,954</b>	<b>\$ 7,302,370</b>	<b>\$ 3,922,951</b>	<b>\$ 8,368,632</b>	<b>\$ 8,504,796</b>	<b>\$ 8,390,850</b>	<b>\$ 8,747,012</b>	<b>\$ 8,745,500</b>	

## SOLID WASTE

The Solid Waste Division of the Public Works Department is responsible for managing contracts and issues related to solid waste disposal.

Beaufort County contracts with Republic Services to provide disposal of the County's solid waste. Republic Services handles approximately 25,000 tons of waste annually and employs approximately 45 employees in Beaufort County. Republic Services maintains ten collection sites throughout the County and a transfer station on Flanders Filters Road. Collection sites are self-service; however, attendants are present to direct residents and maintain the sites. Waste types collected include Municipal Solid Waste (MSW), bulky household waste, vegetative debris, and waste oil. Mixed metals, white goods, electronics, and corrugated cardboard are also collected to be recycled.

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West Overman, Deputy Public Works Director

Solid Waste  
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Washington, North Carolina 27889

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The County also maintains an active vegetative debris landfill, a scrap tire recycling area, and an inactive MSW landfill. Landscaping Unlimited is contracted to operate and maintain the landfill facility.

A percentage of the salaries of the Public Works Director and Deputy Public Works Director are allocated to the Solid Waste Enterprise Fund.

A percentage of the salaries of the Public Works Director and Deputy Public Works Director are allocated to the Solid Waste Enterprise Fund.

<b>SOLID WASTE</b>	<b>FY 21-22 Actual</b>	<b>FY 22-23 Original</b>	<b>FY 22-23 Amended</b>	<b>FY 23-24 Recommended</b>	<b>FY 23-24 Approved</b>
<b>Total Revenues</b>	<b>\$4,097,275</b>	<b>\$4,222,905</b>	<b>\$4,304,490</b>	<b>\$4,376,432</b>	<b>\$ -</b>

<b>SOLID WASTE</b>	<b>FY 21-22 Actual</b>	<b>FY 22-23 Original</b>	<b>FY 22-23 Amended</b>	<b>FY 23-24 Recommended</b>	<b>FY 23-24 Approved</b>
Personnel	\$ 38,773	\$ 35,907	\$ 35,907	\$ 40,570	\$ -
Benefits	\$ 11,072	\$ 10,416	\$ 10,415	\$ 12,523	\$ -
Operating	\$ 4,006,774	\$ 4,168,568	\$ 4,250,153	\$ 4,323,339	\$ -
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ 8,014	\$ 8,015	\$ -	\$ -
<b>Totals</b>	<b>\$ 4,056,619</b>	<b>\$ 4,222,905</b>	<b>\$ 4,304,490</b>	<b>\$ 4,376,432</b>	<b>\$ -</b>

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 265jhopk | NEXT YEAR BUDGET HISTORICAL COMPARISON  
 PROJECTION: 20241 FY 23/24 Budget

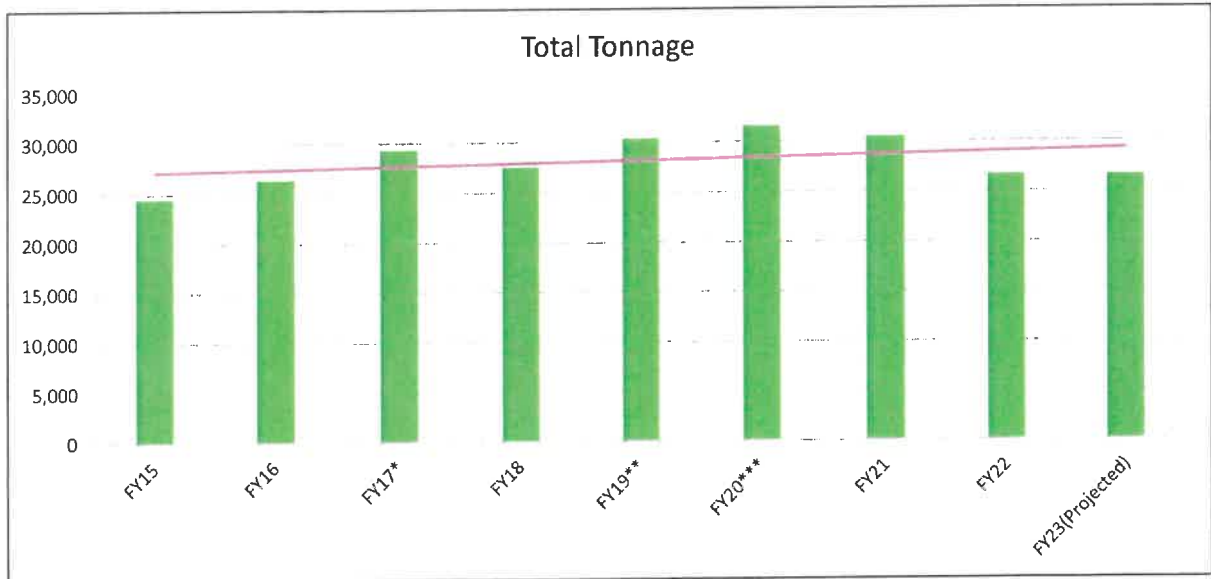
ACCOUNTS FOR:			2020	2021	2022	2/20/2023	2023 REVISED	2023	2024	2024
GENERAL FUND			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	PROJECTED	REQUESTED	RECOMMENDED
<b>810180 OTHER TAX AND LICENSES</b>										
810180	447200	SCRAP TIRE DISPOSAL TAX	-64,559.66	-68,558.41	-74,464.82	-21,106.52	-73,000	-86,000	-86,000	-86,000
810180	447201	WHITE GOODS DISPOSAL TAX	-21,506.90	-25,162.01	-23,508.49	-6,584.66	-24,000	-24,000	-24,000	-24,000
810180	447202	SOLID WASTE DISPOSAL TAX	-32,626.12	-32,697.17	-31,404.89	-7,903.02	-32,500	-34,000	-34,000	-34,000
<b>TOTAL</b>	<b>OTHER TAX AND LICENSES</b>		<b>-118,692.68</b>	<b>-126,417.59</b>	<b>-129,378.20</b>	<b>-35,594.20</b>	<b>-129,500</b>	<b>-144,000</b>	<b>-144,000</b>	<b>-144,000</b>
<b>810213 RESTRICTED-STATE-OTHER</b>										
810213	447210	SCRAP TIRE DISPOSAL GRANT	-2,986.76	-5,827.50	-15,605.00	-6,499.91	-6,000	-13,000	-13,000	-13,000
<b>TOTAL</b>	<b>RESTRICTED-STATE-OTHER</b>		<b>-2,986.76</b>	<b>-5,827.50</b>	<b>-15,605.00</b>	<b>-6,499.91</b>	<b>-6,000</b>	<b>-13,000</b>	<b>-13,000</b>	<b>-13,000</b>
<b>810300 PERMITS AND FEES</b>										
810300	472000	SOLID WASTE AVAILABILITY FEES	-3,554,517.17	-3,806,461.59	-3,888,586.71	-3,676,674.05	-4,032,905	-4,015,000	-4,332,460	-4,122,932
<b>TOTAL</b>	<b>PERMITS AND FEES</b>		<b>-3,554,517.17</b>	<b>-3,806,461.59</b>	<b>-3,888,586.71</b>	<b>-3,676,674.05</b>	<b>-4,032,905</b>	<b>-4,015,000</b>	<b>-4,332,460</b>	<b>-4,122,932</b>
<b>270</b>	<b>810400 SALES AND SERVICES</b>									
810400	472001	SOLID WASTE TIPPING FEES	-2,224.80	-441.90	-10,434.90	-3,396.60	-7,500	-6,500	-6,500	-6,500
810400	486000	RENT	-7,656.00	-6,174.00	0.00	0.00	0	0	0	0
<b>TOTAL</b>	<b>SALES AND SERVICES</b>		<b>-9,880.80</b>	<b>-6,615.90</b>	<b>-10,434.90</b>	<b>-3,396.60</b>	<b>-7,500</b>	<b>-6,500</b>	<b>-6,500</b>	<b>-6,500</b>
<b>810500 INVESTMENT EARNINGS</b>										
810500	449100	INVESTMENT EARNINGS	-4,340.91	-1,931.05	-3,383.29	-18,194.18	-2,000	-35,000	-35,000	-45,000
<b>TOTAL</b>	<b>INVESTMENT EARNINGS</b>		<b>-4,340.91</b>	<b>-1,931.05</b>	<b>-3,383.29</b>	<b>-18,194.18</b>	<b>-2,000</b>	<b>-35,000</b>	<b>-35,000</b>	<b>-45,000</b>
<b>810600 MISCELLANEOUS</b>										
810600	414618	MISC INTEREST/TAX COLLECT-SWTF	-41,900.19	-55,416.06	-49,806.78	-26,050.73	-45,000	-45,000	-45,000	-45,000
810600	452520	HURRICANE REIMBURSEMENT	-199,258.95	0.00	0.00	0.00	0	0	0	0
810600	489000	MISCELLANEOUS INCOME	0.00	0.00	-80.00	0.00	0	0	0	0
<b>TOTAL</b>	<b>MISCELLANEOUS</b>		<b>-241,159.14</b>	<b>-55,416.06</b>	<b>-49,886.78</b>	<b>-26,050.73</b>	<b>-45,000</b>	<b>-45,000</b>	<b>-45,000</b>	<b>-45,000</b>
<b>813990 APPROPRIATED FUND BALANCE- SW</b>										
813990	499100	APPROPRIATED FUND BALANCE	0.00	0.00	0.00	0.00	-81,585	-81,585	0	0
<b>TOTAL</b>	<b>APPROPRIATED FUND BALA</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-81,585</b>	<b>-81,585</b>	<b>0</b>	<b>0</b>
<b>TOTAL</b>	<b>SOLID WASTE/LANDFILL</b>		<b>-3,931,577.46</b>	<b>-4,002,669.69</b>	<b>-4,097,274.88</b>	<b>-3,766,409.67</b>	<b>-4,304,490</b>	<b>-4,340,085</b>	<b>-4,575,960</b>	<b>-4,376,432</b>

**SOLID WASTE/LANDFILL**

	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	AS OF 2/3/2023 ACTUALS	2023 ORIGINAL BUDGET	2023 REVISED BUDGET	2023 PROJECTED	2024 REQUESTED	2024 RECOMMENDED	2024 APPROVED
SALARIES	\$ 12,431	\$ 29,212	\$ 38,773	\$ 22,782	\$ 35,907	\$ 35,907	\$ 41,194	\$ 40,570	\$ 40,570	
SALARIES-PART TIME	480	-	-	-	-	-	-	-	-	
FICA 6.2%	776	1,645	2,307	1,363	2,227	2,227	2,463	2,515	2,515	
LOC. GOV. EMP. RETIREMENT	1,120	2,997	4,377	2,766	728	3,185	5,001	5,225	5,225	
HOSPITALIZATION-EMPLOYEE	1,077	2,482	3,071	1,896	2,828	2,828	3,343	3,153	3,095	
MEDICARE 1.45%	182	400	540	319	3,874	1,416	576	588	588	
LIFE INSURANCE-EMPLOYEE	4	10	13	8	40	40	14	13	13	
WORKERS COMPENSATION INSURANCE	-	-	-	219	-	-	219	276	276	
401(K) EMPLOYER CONTRIBUTION	221	592	765	456	719	719	824	811	811	
PROFESSIONAL SERVICES	-	-	-	-	10,000	10,000	10,000	10,000	5,000	
ADMINISTRATIVE COST TO GF	84,301	87,699	88,544	55,858	111,716	111,716	111,716	111,716	119,389	
SOLID WASTE-LANDFILL CONTRACT	58,011	77,036	174,499	174,500	174,500	174,500	174,500	174,500	174,500	
PROFESSIONAL DEVELOPMENT	301	368	1,174	558	2,250	2,250	1,500	2,250	2,250	
TELEPHONE	264	1,313	7,144	5,146	9,200	9,200	9,000	9,200	9,200	
UTILITIES	-	-	2,854	1,403	3,000	3,000	3,000	3,000	3,000	
MAINT/REPAIR-BUILDINGS	-	-	10,787	4,450	-	-	4,450	-	-	
LANDFILL OPERATIONS	10,420	139,258	119,281	64,635	130,000	148,000	120,000	130,000	130,000	
SOLID WASTE TRANSFER/STATION	757,383	749,827	703,601	800,000	800,000	800,000	725,000	840,000	800,000	
SOLID WASTE IN-COUNTY TRANSFER	703,999	734,325	796,529	765,000	765,000	765,000	830,000	880,000	880,000	
SCRAP TIRE DISPOSAL	124,627	138,273	216,497	215,620	224,000	224,000	224,000	245,000	240,000	
COMPUTER SOFTWARE/SUPPORT	2,000	2,000	2,000	2,000	4,000	4,000	2,000	4,000	2,000	
REGIONAL LANDFILL	1,174,347	1,180,511	1,124,326	1,276,000	1,276,000	1,276,000	1,235,000	1,415,000	1,340,000	
CONVENIENCE SITES	437,327	411,867	404,444	455,573	448,000	476,025	476,000	450,000	450,000	
RECYCLING-AVOIDANCE FEES	177,242	139,451	132,002	28,000	28,000	28,000	20,000	28,000	22,000	
WHITE GOODS DISPOSAL	8,998	8,046	7,739	8,755	8,755	8,755	7,500	8,755	8,200	
RECYCLING - ELECTRONICS	-	-	-	89,853	125,000	125,000	131,000	145,000	137,000	
CONTRACT SERVICES	6,500	2,700	38,237	35,560	-	35,560	35,560	-	-	
INSURANCE AND BONDS	604	750	796	124	1,500	1,500	124	800	800	
DEPRECIATION EXPENSE	827	827	827	-	-	-	-	-	-	
AMORTIZATION EXPENSE	-	-	7,731	-	-	-	-	-	-	
INTEREST - LEASES	-	-	84	-	-	-	-	-	-	
TRANSFER TO-COLLECT. SITES IMP	-	-	167,676	-	-	-	-	-	-	
TO SW FUND BALANCE	-	-	-	-	47,647	47,647	47,647	55,645	-	
HURRICANE DORIAN EXPENSE	47,916	-	-	-	-	-	-	-	-	
CONTINGENCY	-	-	-	-	8,014	8,015	-	10,000	-	
<b>TOTALS</b>	<b>\$3,611,359</b>	<b>\$ 3,711,590</b>	<b>\$ 4,056,619</b>	<b>\$ 4,012,844</b>	<b>\$ 4,222,905</b>	<b>\$ 4,304,490</b>	<b>\$ 4,221,631</b>	<b>\$ 4,576,017</b>	<b>\$ 4,376,432</b>	<b>\$ -</b>

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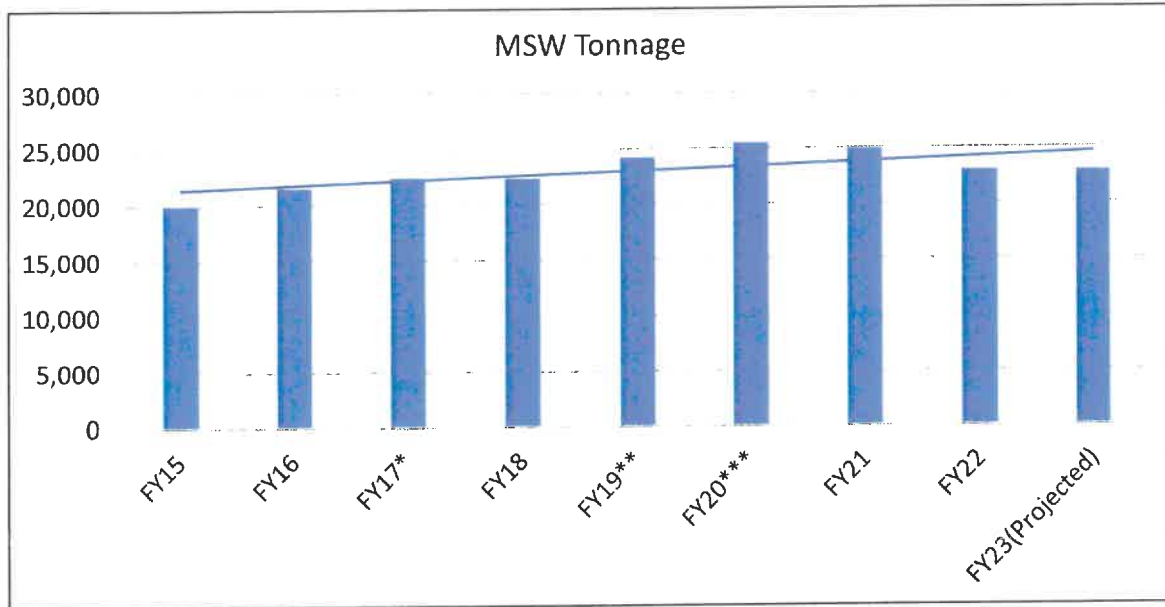
## SOLID WASTE TOTAL TONNAGE



Total Tonnage Year	Tonnage	% Increase Over Prior Yr.
FY15	24,582	
FY16	26,392	7.36%
FY17*	29,384	11.34%
FY18	27,590	-6.11%
FY19**	30,416	10.24%
FY20***	31,650	4.06%
FY21	30,559	-3.45%
FY22	26,701	-12.63%
FY23(Projected)	26,659	-0.16%
* Hurricane Matthew (tonnage unknown)		
** Hurricane Florence		
*** Hurricane Dorian		

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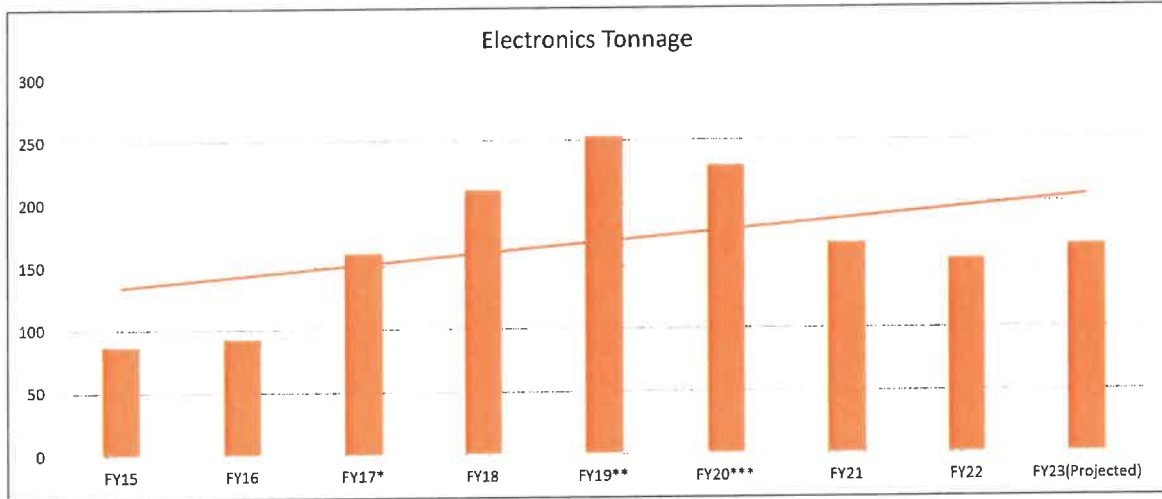
**SOLID WASTE TONNAGE  
MSW**



<b>MSW</b>			
<b>Year</b>	<b>Tonnage</b>	<b>% Increase Over Prior Year</b>	<b>Without Hurricane Tonnage</b>
FY15	20,034		
FY16	21,624	7.94%	7.94%
FY17*	22,496	4.03%	4.03%
FY18	22,370	-0.56%	-0.56%
FY19**	24,232	8.32%	1.77%
FY20***	25,531	5.36%	9.99%
FY21	24,935	-2.33%	-2.33%
FY22	22,982	-7.83%	-7.83%
FY23 (Projected)	22,924	-0.25%	-0.25%
* Hurricane Matthew (tonnage unknown)			
** Hurricane Florence (tonnage: 1,466.5)			
*** Hurricane Dorian (tonnage 490.75)			

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**SOLID WASTE TONNAGE  
Electronics**

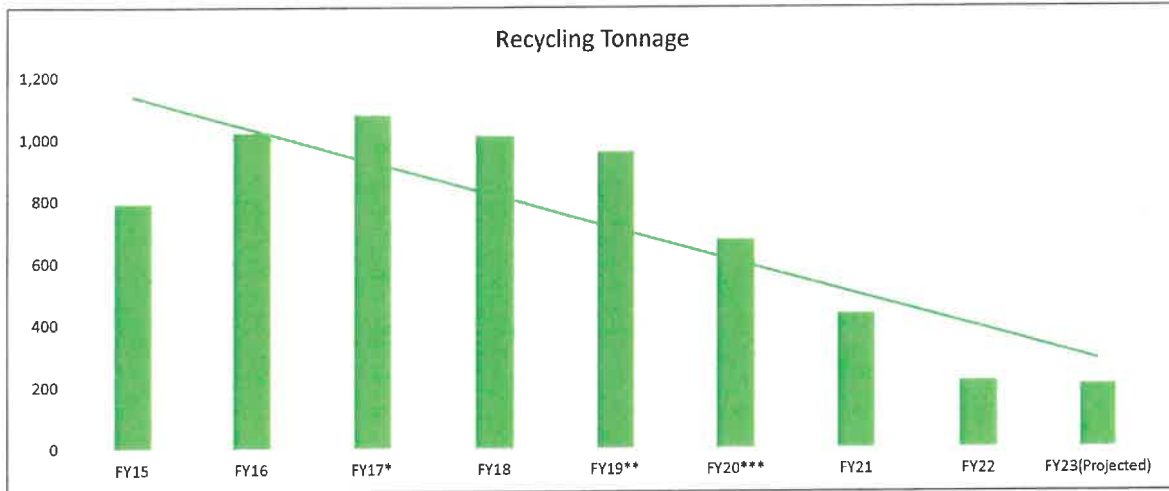


**Electronics**

Year	Tonnage	% Increase Over Prior Year
FY15	87	
FY16	93	6.90%
FY17*	161	73.12%
FY18	211	31.06%
FY19**	253	20.07%
FY20***	230	-9.21%
FY21	168	-26.96%
FY22	155	-7.74%
FY23(Projected)	166	7.10%
* Hurricane Matthew		
** Hurricane Florence		
*** Hurricane Dorian		

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**SOLID WASTE TONNAGE  
Recycling**

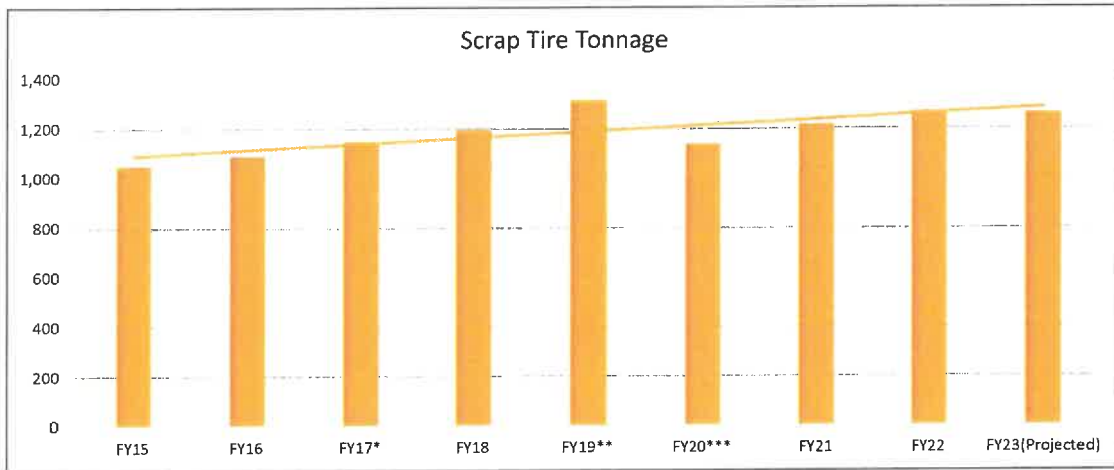


**Recycling**

Year	Tonnage	% Increase Over Prior Year
FY15	793	
FY16	1,022	28.88%
FY17*	1,080	5.68%
FY18	1,013	-6.20%
FY19**	960	-5.24%
FY20***	676	-29.57%
FY21	435	-35.65%
FY22	217	-50.11%
FY23(Projected)	206	-5.07%
* Hurricane Matthew (tonnage unknown)		
** Hurricane Florence		
*** Hurricane Dorian		

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**SOLID WASTE TONNAGE  
SCRAP TIRES**

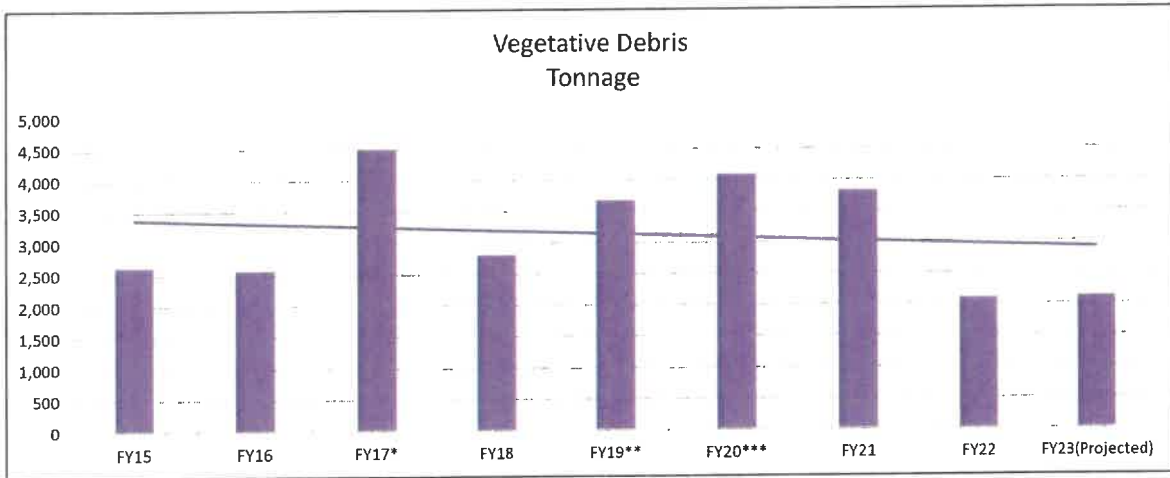


**Scrap Tires**

Year	Tonnage	% Increase Over Prior Year
FY15	1,052	
FY16	1,090	3.61%
FY17*	1,150	5.50%
FY18	1,196	4.00%
FY19**	1,315	9.93%
FY20***	1,138	-13.45%
FY21	1,217	6.94%
FY22	1,269	4.27%
FY23(Projected)	1,263	-0.47%
* Hurricane Matthew		
** Hurricane Florence		
*** Hurricane Dorian		

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**SOLID WASTE TONNAGE**  
**Vegetative Debris**



**Vegetative Debris**

Year	Tonnage	% Increase Over Prior Year	Without Hurricane Tonnage
FY15	2,616		
FY16	2,563	-2.03%	-2.03%
FY17*	4,497	75.46%	75.46%
FY18	2,800	-37.74%	-37.74%
FY19**	3,656	30.57%	-21.82%
FY20***	4,075	11.46%	51.80%
FY21	3,804	-6.65%	-6.65%
FY22	2,078	-45.37%	-45.37%
FY23(Projected)	2,100	1.06%	1.06%
* Hurricane Matthew (tonnage unknown)			
** Hurricane Florence (1,467 tons)			
*** Hurricane Dorian (752 tons)			

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## INTERNAL SERVICE FUND

**Internal Service Funds-** Internal Service Funds are used to account for services within the government's different departments. The purpose is to pool resources for more efficient operations to lower costs.

- **Workers Compensation Fund** – This fund is used to account for payments received from the General Fund and Water Fund that are then used to pay workers compensation claims.

Internal Service Fund	FY 21-22 Actuals	FY 22-23 Original	FY 22-23 Amended	FY 23-24 Recommended	FY 22-23 Approved
<b>Workers Compensation Fund Revenues</b>					
Payments from General Fund	\$ -	\$ 746,000	\$ 746,000	\$ 200,000	
Payments from Water Fund	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	
Total Revenues	\$ -	<b>\$ 776,000</b>	<b>\$ 776,000</b>	<b>\$ 230,000</b>	
<b>Workers Compensation Fund Expenditures</b>					
General Fund Claims	\$ -	\$ 40,000	\$ 40,000	\$ 40,000	
Water Fund Claims	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	
To Workers Comp Fund Balance	\$ -	\$ 716,000	\$ 716,000	\$ 170,000	
Total Expenditures	\$ -	<b>\$ 776,000</b>	<b>\$ 776,000</b>	<b>\$ 230,000</b>	

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## CAPITAL PROJECTS

**Capital Project Funds-** Capital Project Funds are used to account for revenues and expenditures associated with large facility improvements and capital expenditures. The capital project fund is a multi-year fund in which the budgetary appropriations last the life of the project.

- Capital Facility/Improvements Fund – This fund is used to account for facility upgrades, maintenance, and improvements as well as other large capital needs of the County.

Capital Project Funds	FY 21-22 Actuals	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
<b>Capital/Facility Improvements Fund Revenues</b>					
Transfer from Capital Reserve Fund	\$ 575,000	\$ 603,275	\$ 6,227,560	\$ 605,620	
<b>Capital/Facility Improvements Expenditures</b>					
Building Improvements	\$ 575,000	\$ 603,275	\$ 603,275	\$ 600,000	
Future Facility/Capital Improvement	-	-	5,624,285	-	
Contingency	-	-	-	5,620	
Total Expenditures	\$ 575,000	\$ 603,275	\$ 6,227,560	\$ 605,620	

FY24 Capital Fund Request

Expansion Request #	Description	Capital Fund	Running Total
1	Jail - Windows, Door security enhancements	\$75,000.00	\$75,000.00
2	DSS - Generator	\$125,000.00	\$200,000.00
3	Administration - Roof Replacement	\$190,000.00	\$390,000.00
4	DSS - Roof Coating (as much SF as allowed)	\$210,000.00	\$600,000.00
<b>TOTAL</b>		<b>\$600,000.00</b>	

**SUMMARY OF REQUESTED SERVICE EXPANSIONS**

GENERAL FUND REVENUE	County Manager Recommends
Amount Available from Service Expansions (Revenues over Expenditures)	2,319,067
Amount Requested from Fund Balance	\$0
<b>Total</b>	<b>\$2,319,067</b>
<b>Total Available for Service Expansions</b>	<b>\$2,319,067</b>

**REQUESTS**

Page	Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
291	General Fund	Pay Study Implementation	1,730,000	-	1,730,000	1,730,000	Amt. shown here is General Fund portion only.
292	General Fund	Increased 401k Contribution for Non-LEO Employees	470,192	-	470,192	470,192	Amt. shown here is General Fund portion only.
293	General Fund	Employee Dental Insurance	170,713	-	170,713	170,713	Amt. shown here is General Fund portion only.
294	DSS	\$5,000 Bonus for Master of Social Work Degree	25,000	12,500	12,500	12,500	Currently, there are 5 employees with an MSW. This amount could change with new hires and resignations
295	DSS	Income Maintenance Caseworker II(four positions)	248,960	248,960	-	-	This position will be primarily responsible for processing applications, recertifications and change in circumstances for Medicaid. These positions are being requested due to the expected increase in the Medicaid caseload for Beaufort County due to the approval of Medicaid Expansion. Reimbursement 100% for the first three years.
297	DSS	Income Maintenance Caseworker III	68,701	34,350	34,351	34,351	Income Maintenance Caseworker III to ensure quality for all Income Maintenance Medicaid Programs.
299	Animal Control	Dog Spay & Neuter Program	10,000	-	10,000	10,000	Establish a spay and neuter program for dogs.
300	Court Facilities	Courthouse Security Contract	3,432	-	3,432	3,432	Contract included 3% annual increase. Contractor is requesting an additional 2% increase.
301	Emergency Medical Services	"Peak Time" Transport Truck; Blounts Creek	115,165 to 244,655	51,816 to 103,632	63,349 to 141,033	63,349 to 141,033	Personnel cost would be dependent upon the approved staffing option. See the attached document for details.
305	Emergency Medical Services	Additional EMS Personnel; Four (4) Fulltime Paramedics	256,329	60,000	196,329	196,329	Additional staff
309	Public Works-Facilities Division	Maintenance Technician	55,000	-	55,000	55,000	Additional staff
310	Cooperative Extension	Longevity Pay for Support Staff	3,073	-	3,073	3,073	Longevity pay for Cooperative Extension Employees
311	Board of Elections	Salary Increase for Director and Senior Election Specialist	19,949	-	19,949	19,949	Salary Increase for Director and Senior Election Specialist
315	Board of Elections	Operational	5,250	-	5,250	5,250	Increase in Part-time One Stop Worker and Precinct Official Pay
316	Board of Elections	Personnel	3,300	-	3,300	3,300	Increase in Part-time One Stop Worker Hourly Pay from \$11 to \$14 per hour
317	Communications	Telecommunicator X3	176,214	-	176,214	176,214	Additional staff
319	Outside Agency	Town of Bath-Recreation	2,000	-	2,000	-	Additional funds requested by agency for Equipment
320	Outside Agency	Town of Belhaven-Recreation	9,200	-	9,200	-	Additional funds requested by agency for Equipment
321	Outside Agency	Town of Chocowinity-Recreation	1,800	-	1,800	1,800	Additional funds requested by agency for operations

**REQUESTS**

Page	Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
322	Outside Agency	Aurora Fossil Museum	8,000	-	8,000	8,000	Additional funds requested by agency for operations
323	Outside Agency	BHM Library	4,487	-	4,487	4,487	Additional funds requested by agency for operations
324	Outside Agency	Hwy 17/64 Association	5,000	-	5,000	5,000	Additional funds requested by agency for operations
325	Outside Agency	Citizens of Southside Together	1,000	-	1,000	1,000	Additional funds requested by agency for operations
326	Outside Agency	Eagles Wings	3,000	-	3,000	3,000	Additional funds requested by agency for operations
327	Outside Agency	NC Estuarium	50,000	-	50,000	-	Additional funds requested by agency equipment
328	Outside Agency	Washington Area Interchurch Shelter and Kitchen(Zion)	2,000	-	2,000	2,000	Additional funds requested by agency for personnel
329	Outside Agency	Safe Harbor Helpline	3,000	-	3,000	3,000	New Request
335	Outside Agency	Open Door Community Center	4,000	-	4,000	4,000	New Request
341	Outside Agency	2nd Judicial Recovery Court	10,000	-	10,000	10,000	New Request
346	Outside Agency	Greene Lamp, Inc.	25,000	-	25,000	25,000	New Request
Total of all General Fund Service Expansion Request							
			<b>2,904,408</b>	<b>336,099</b>	<b>2,568,309</b>	<b>2,504,677</b>	

# Request for Service Expansion

**Title of Service Expansion:** Pay & Classification Study Implementation

**Name of Department:** General Fund

**Purpose and Justification:** Beaufort County must maintain a competitive salary plan to attract and maintain the most qualified employees. Turnover is expensive and detrimental to the overall ability of departments to meet the needs of the public they serve.

In 2023, MAPS Group completed a county-wide Pay & Classification Study. Based on the results of the study, there is a great need to address inequities within the Beaufort County Classification and Salary Plan where classes are not assigned appropriate salary grades in relation to other classes, compression issues in which tenured employees are making the same and possibly lower salaries as newly hired employees, and the absence of a mechanism to allow employees to move forward within the assigned salary range. These issues appear to be a major contributing factor in the high turnover rates being experienced by Beaufort County.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$1,730,000 GF	\$1,730,000 will be used to adjust the pay according to the 2023 Pay and Classification Study.
Operational		
Capital Outlay		
Total Expenditures	\$1,730,000	

<b>Revenue to offset Costs</b>		
<b>Total Cost of Service Expansion</b>	<b>\$1,730,000</b>	

# Request for Service Expansion

**Title of Service Expansion**    Increased 401k Contribution for Non-LEO Employees

**Name of Department:**            **County-wide**

**Purpose and Justification:**    The County is required by General Statute to contribute 5% to 401k for Law Enforcement Officers (LEO). Non-LEO county employees currently receive between a 1% and 2% 401k contribution from the County depending on the amount that the employee contributes. Most non-LEO employees receive 2% with only a handful receiving 1%. This expansion request would provide for a County 401k match on a one-to-one basis up to 5% of the employee's salary.

<u>Employee Contribution</u>	<u>County Contribution</u>
0	0
1%	1%
2%	2%
3%	3%
4%	4%
5%	5%

\*County Cost for 1% 401K increase is \$156,731 (estimated) for the General Fund portion.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$470,192 GF \$38,032 Water \$1,217 SW	This amount assumes that all County non-LEO employees will contribute 5% as to receive the full County 5% match, to show the largest possible cost of the expansion to the County.
Operational		
Capital Outlay		
Total Expenditures		

<b>Revenue to offset Costs</b>		
<b>Total Cost of Service Expansion</b>	<b>\$509,441</b>	Total cost to all 3 funds (GF, Water, SW)

# Request for Service Expansion

**Title of Service Expansion**    Employee Dental Insurance

**Name of Department:**            County-wide

**Purpose and Justification:**    The 2023 MAPS Pay Study compared Beaufort County’s benefits with 9 other county and municipal governments considered to be comparable peers. Beaufort County is the **only** local government employer in the group that does not pay for some or all the employee portion of dental insurance. This Expansion Request shows the cost for the County to begin providing the employee share only of dental insurance.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$170,713 GF \$13,132 Water \$225 SW	Cost for County to pay for employee only dental (\$40.53 per employee per month)
Operational		
Capital Outlay		
Total Expenditures		

<b>Revenue to offset Costs</b>		
<b>Total Cost of Service Expansion</b>	<b>\$184,070</b>	Total annual cost to all 3 funds (GF, Water, SW)

## Request for Service Expansion

**Title of Service Expansion:** \$5,000 Bonus for Master of Social Work Degree

**Name of Department:** DSS

**Purpose and Justification:** Our agency is requesting a \$5,000 pay increase for social work positions when the employee has a Master of Social Work degree. This will assist with the recruitment and retention of highly qualified social workers and social work supervisors. The field has become much more complex and demanding over the last 10 years requiring social workers to have an expertise that is obtained with a master's degree. Our agency have cases that consist of severe opioid addictions, methamphetamine labs, fentanyl overdoses, lack of mental health services and a shortage of appropriate placement options. This increase in pay will allow our agency to keep and maintain the knowledge and skill set to handle these cases.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$25,000	Currently, there are 5 employees with an MSW. This amount could change with new hires and resignations
Operational	-	
Capital Outlay	-	
Total Expenditures	\$25,000	

<b>Revenue to offset Costs</b>	\$12,500	Approximately 50% of the salary increase will be reimbursed through state and federal funds
<b>Total Cost of Service Expansion</b>	<b>\$12,500</b>	

# Request for Service Expansion

**Title of Service Expansion:** Income Maintenance Caseworker II (four positions)

**Name of Department:** Department of Social Services

**Purpose and Justification:** BCDSS is requesting that the Board of Commissioners approve the addition of four (4) Income Maintenance Caseworker IIs. This position will be primarily responsible for processing applications, recertifications and change in circumstances for Medicaid. These positions are being requested due to the expected increase in the Medicaid caseload for Beaufort County due to the approval of Medicaid Expansion.

North Carolina has been waiting on the approval for Medicaid Expansion for many years. Medicaid Expansion will provide the opportunity for increased health care to working families. Once fully implemented expanding Medicaid would ensure access to affordable health insurance coverage for about 600,00 North Carolinians. It will also increase access to healthcare including mental health and substance use services. NCDHHS estimates that about 300,000 beneficiaries already receiving limited benefits may be eligible for full Medicaid through expansion.

Although it is uncertain as to the exact effective date for Medicaid Expansion, we anticipate a start date within the next fiscal year. Currently, Beaufort County has 15,250 Medicaid beneficiaries. Beginning the first year, Beaufort County is expected to have a Medicaid Expansion enrollment of 2,451. During the second year of expansion, the caseload for Beaufort County is estimated to expand by 3,150.

The approval of House Bill 76 will provide funding for counties to plan for expansion as well as ongoing funding to offset any additional costs.

Specifically, HB 76 includes proposed state funding of nearly \$135 million over the next three fiscal years that would draw federal match for eligible expenses:

- \$4 million to counties to prepare to implement Medicaid expansion
- Up to 20 million for SFY 2023-2024
- \$29.6 million for SFY 2024-2025
- \$31.2 million for SFY 2025-2026

Although NCDHHS is working diligently to improve support for county staff, the approval of Medicaid Expansion will have a tremendous impact on our current staff. Since the implementation of North Carolina Families Accessing Services through Technology (NCFAST) staff have faced many challenges with processing, applications, recertifications and change in circumstances. NCDHHS continues to make updates with programs that require continuous training and learning curves for staff. Additional caseloads without additional staff will make it difficult to continue to meet policy requirements for timeliness processing as well as accuracy standards for all programs and put the county at risk for paybacks.

100% Reimbursement

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$211,812	105310-512100: Salaries - \$37,463 x 4 = \$149,852 105310-518100: FICA 6.2% - \$2,323 x 4 = \$9,292 105310-518200: Loc. Gov. Retir. - \$4,825 x 4 = \$19,300 105310-518300: Hospitalization - \$7,020 x 4 = \$28,080 105310-518400: Medicare 1.45% - \$543 x 4 = \$2,172 105310-518600: Life Insurance - \$30 x 4 = 120 105310-518900: 401K Employer Con. - \$749 x 4 = \$2,996
Operational	\$37,148	105310-540000: Equip. Purchase - \$2,806 x 4 = \$11,224 105310-538000: Software/Support -\$5,631 x 4 = \$22,524 105310-532100: Telephone - \$850 x 4 = \$3,400
Capital Outlay		
Total Expenditures	\$248,960	

<b>Revenue to offset Costs</b>	\$248,960	Personnel: \$211,812 / 100% Revenue would be put in line 100222.439778  Operational: \$37,148 / 100% These revenue offsets would be spread across all available revenue lines as this is an administrative cost.
<b>Total Cost of Service Expansion</b>	<b>\$0</b>	

# Request for Service Expansion

**Title of Service Expansion:** Income Maintenance Caseworker III

**Name of Department:** Department of Social Services

**Purpose and Justification:** BCDSS is requesting that the Board of Commissioners approve an Income Maintenance Caseworker III to ensure quality for all Income Maintenance Medicaid Programs.

NCFAST was implemented in 2012. During this time counties were strongly encouraged to review agency processes and implement changes to allow staff to provide better customer service to the citizens we serve. Beaufort County evaluated the organizational units as they were and divided staff into a Review Unit, Triage Unit, and Intake Unit. This required staff to know and understand policy for multiple programs.

Beaufort County continued to use this model since 2012. As we have evaluated previous recommendations by the state, we continue to monitor audit findings and areas in which staff need improvement. After much consideration the agency felt that it was necessary to transition back to workers taking and processing applications and changes for one program.

Effective October 1, 2021, Beaufort County transitioned to an Adult Medicaid Unit with Long Term Care and Special Assistance, a Family and Children's Medicaid Unit with Childcare, Work First and Medicaid Transportation, and a Food and Nutrition Services Unit with Crisis Intervention and Low-Income Energy Assistance.

Although the agency has seen improvement with accuracy based on the strategic restructuring of staff, NCDHHS continues to make updates with programs that require continuous training and learning curves for staff. In addition, the approval of Medicaid Expansion will cause an increase in caseloads that will cause an increase in workload for staff. Coupled with the Continuous Coverage Unwinding period for the ending of the Public Health Emergency, this will cause additional requirements for staff to ensure all individuals have the right to be redetermined for eligibility.

Over the last several years we have continued to see an increase in the number of audits for all program areas. Audit findings could potentially cause county pay backs for cases that are cited for eligibility errors. Technical errors are also cited even if eligibility has been determined to be correct. Errors can be listed as significant deficiencies if multiple errors are cited.

We are requesting an Income Maintenance Caseworker III to be able to review and monitor records to determine common error trends to prevent errors in future audits. Supervisors face the challenge of reviewing large amounts of records due to the increased

demand of staff with policy changes, monitoring reports, and assisting staff with problem cases within NCFAST. Monitoring daily reports is a huge part of the supervision for Income Maintenance supervisors.

Personnel	\$59,684	105310-512100: Salaries - \$42,956 105310-518100: FICA 6.2% - \$2,663 105310-518200: Loc. Gov. Retir. - \$5,533 105310-518300: Hospitalization - \$7,020 105310-518400: Medicare 1.45% - \$623 105310-518600: Life Insurance - \$30 105310-518900: 401K Employer Con. - \$859
Operational	\$9,017	105310-540000: Equip. Purchase - \$2,806 105310-538000: Software/Support - \$5,631 105310-532100: Telephone - \$850
Capital Outlay		
Total Expenditures	\$68,701	

<b>Revenue to offset Costs</b>	\$34,350	Personnel: \$29,842 / 50% Revenue would be put in line 100222.439778  Operational: \$4,508 / 50% These revenue offsets would be spread across all available revenue lines as this is an administrative cost.
<b>Total Cost of Service Expansion</b>	<b>\$34,351</b>	

# Request for Service Expansion

**Title of Service Expansion** Dog Spay & Neuter Program

**Name of Department:** Animal Control

**Purpose and Justification:** The County currently contributes \$10,000 per year to the Humane Society of Beaufort County. The funds are used to spay and neuter homeless/feral cats within the county, and the program has been very successful. This request is for an additional \$10,000 to be allocated to the Animal Control departmental budget so a spay and neuter program can be started for dogs. If the funding is approved, a Spay and Neuter Plan will be presented for approval by the Board of Commissioners before the funds are spent.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$10,000	
Capital Outlay		
Total Expenditures		

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>	<b><i>\$10,000</i></b>	

## Request for Service Expansion

**Title of Service Expansion:** Allied Universal Protection (Courthouse Security)

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency has requested funding by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$3,432	The current contract includes a 3% annual increase. A request for an additional 2% has been made to make the total 5%.
Operational		
Capital Outlay		
Total Expenditures	\$3,432	

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>	<b><i>\$3,432</i></b>	

# Request for Service Expansion

**Title of Service Expansion:** “Peak Time” Transport Truck; Blounts Creek

**Name of Department:** Beaufort County Emergency Services

**Purpose and Justification:** Our EMS data reflects an increasing call volume for medical responders in the community of Blounts Creek. This area is currently served using a Paramedic Quick Response Vehicle (QRV) based at Blounts Creek Fire Department, Paramedic transport ambulances from either Chocowinity or Aurora and Medical First Responders from Blounts Creek Fire Department. Blounts Creek Fire reported a total of 170 calls for service during the calendar year of 2022, 88 of which were medical in nature. Our data indicates that approximately 300 transports by either Chocowinity or Aurora EMS occurred in the Blounts Creek’s fire district during the same time frame. This call volume is comparable to other communities currently served by other EMS transport units in Bath, Bayview and Pinetown.

One commonly used tactic to expedite the response of a transport ambulance to area with increasing call volumes is through the use of “Peak Time” units. These transport ambulances operate during the busier, or more vulnerable time periods of a given district. Our EMS data suggest that 71% of our counties EMS calls occur between 8am and 8pm daily. Our county’s call data also reflects a diminished and / or delayed response by our volunteer first responders, to include those from Blounts Creek Fire Department between the hours of 8am and 5pm, Monday through Friday. Given this knowledge, Beaufort County Emergency Services request approval to implement and operate a “Peak Time” Transport Ambulance in the Blounts Creek community. This unit would be staffed Monday through Friday from 8am to 5pm. It would be based out of the Blounts Creek Fire Department, with the primary assignment of providing Paramedic capable EMS transport services to the citizens within the Blounts Creek Fire District, as well as the provision of mutual aid services to both Aurora and Chocowinity. The utilization of this “Peak Time” concept would allow for a timelier response of a transport capable unit within the Blounts Creek community, by reducing the travel distances and time of ambulance currently responding from either Chocowinity (Approx. 14.6 miles / 17 mins.) or Aurora (Approx. 11.6 miles / 16 mins.) This unit would also reduce the utilization of Chocowinity and Aurora units during the busier, more vulnerable time periods of the day, thus keeping them in their respective districts more often. An analysis of EMS call data for the calendar year of 2022 suggests that this truck would have transported approximately 160 patients from the Blounts Creek community if it were operational from 8a to 5p, Monday through Friday as proposed.

We have submitted the staffing options below for your consideration. Please remember the following when reviewing these cost estimates:

- Both hourly and overtime salary rates were based on the current starting pay for a newly hired Paramedic with Beaufort County EMS. (\$19.81 / hr; OT of \$29.72 / hr)
- Capital costs for the “Power Load” stretcher lift is based on current pricing and may or may not be accurate after July 1<sup>st</sup>, 2023.
- Operational costs are for known PM items for an older ambulance that currently serves as a spare unit, and does not reflect any unforeseen mechanical failure, accidents, etc. that could occur while in service.

Beaufort County Emergency Services recommends Option 4 or Option 2.

**“Peak Time” Ambulance Transport; Blounts Creek**

**Staffing Cost Options (\$4,000 - \$129,500)**

<p align="center"><b>Option 1</b> <b>Hire 2 Employees</b></p> <p><b><u>Pros</u></b> + Leaves Medic 4 to assist other southside units. + Allows flexibility to assist Aurora / Chocowinity with staffing shortages.</p> <p><b><u>Cons</u></b> -Budget impact of 2 new positions -Recruitment / retention concerns. - Potential changes to current EMS tax districts. <b>Cost \$129,500</b></p>	<p align="center"><b>Option 2</b> <b>Medic 4 + 1 New Employ</b></p> <p><b><u>Pros</u></b> + Reduces salary costs when compared to Option 1.</p> <p><b><u>Cons</u></b> - Lose the use of Medic 4 for SS assistance. - Would require a change to the current pay rate of Medic 4 (Senior Paramedic; 5%) -Potential changes to current EMS tax districts. <b>Cost \$67,171</b></p>	<p align="center"><b>Option 3</b> <b>Medic 4 + OT/PT</b></p> <p><b><u>Pros</u></b> + Does not require creation of new positions.</p> <p><b><u>Cons</u></b> - Lose the use of Medic 4 for Southside assistance. -Increases OT / PT budgets allocations -Consistency of Staffing - Would require a change to the current pay rate of Medic 4 (Senior Paramedic; 5%) - Potential changes to current EMS tax districts.</p> <p align="center"><b>Cost \$60,110.85</b></p>	<p align="center"><b>Option 4</b> <b>Medic 4 Partnership</b></p> <p><b><u>Pros</u></b> + Does not require creation of new positions. + Minimizes budgetary impacts. + No changes to current tax districts</p> <p><b><u>Cons</u></b> - Depends on the willingness and ability of another agency for staffing. - Lose the use of Medic 4 for SS assistance. -Would require a thorough contract / agreement. (50/50 Billing) - Would require a change to the current pay rate of Medic 4 (Senior Paramedic; 5%)</p> <p align="center"><b>Cost: 5% pay increase to Medic 4 for role as Senior Paramedic. \$3,000 to \$4,000</b></p>
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**Operational & Other Cost (\$51,165)**

- Truck and associated cost, medical supplies, uniforms, etc.

**Capital Cost (\$60,000)**

- Purchase and Installation of “Power Load” Stretcher Lift

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$4,000 - \$129,500	Personnel cost would be dependent upon the approved staffing option. See the attached document for details.
Operational	\$51,165	Includes the operational cost associated with a transport ambulance, as well as medical and office supplies, uniforms, etc.
Capital Outlay	\$60,000	Installation of a "Powerload" stretcher lift system on an existing spare EMS unit.
Total Expenditures	\$115,165 - \$244,665	

<b>Revenue to offset Costs</b>	<b>\$51,816 - \$103,632</b>	We would anticipate this unit to complete 160 transports per year based in it's hours of operations. (70% ALS / 30% BLS billing rate)  <i>*This offset does <b>not</b> include any changes to the current EMS service tax districts. (Chocowinity &amp; Richlands Township)*</i>
<b>Total Cost of Service Expansion</b>	<b>\$63,349 - \$141,033</b>	Note: This range is dependent upon variables such as projections for the remainder of FY 22/23, number of employee turnover vacancies, frequency of scheduled leave (ie. Vacation & Sick), injury / FMLA absences, etc.

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# Request for Service Expansion

**Title of Service Expansion:** Additional EMS Personnel; Four (4) Fulltime Paramedics

**Name of Department:** Beaufort County Emergency Services

**Purpose and Justification:** Beaufort County EMS currently staffs it's three (3) Paramedic Transport Ambulances and two (2) Paramedic Quick Response Vehicles (QRVs) utilizing 32 fulltime EMS provider positions on a 24 hours on-duty / 72 hours off duty rotating shift schedule. This rotation allows for eight (8) employees per shift and requires each employee to work a minimum of 2,184 hours annually.

Because each shift is minimally staffed with 8 people filling 8 working positions, the use of overtime and part-time employees is necessary to cover absences due to scheduled vacation leave, sick leave and / or vacant positions because of employee turnover. Our analysis of payroll and staffing records indicate that the frequency of these absences occur as follows:

## FY 21/22

- 6,223.5 hours of scheduled vacation and / or sick leave.
- 3,370.85 hours of work was allocated for coverage of vacant positions (Employee turnover and / or light duty assignments because of injuries.
- These hours were covered using the following.
  - o 5,340.35 hours of Overtime
  - o 4,254 hours of Part-time

**Total Hours Attributed to Vacancies: 9,594.35**

**Avg of 1.09 Vacant Positions per Day.**

## FY 22/23 (End of Year Projections)

- 7,655 hours of projected scheduled vacation and / or sick leave. (5446.40 hours accrued as of 3/23/23.)
- 3,695.45 hours of work is projected for coverage of vacant positions (Employee turnover and / or light duty assignments because of injuries.
- These hours were covered as using the following.
  - o 6,574.2 hours of Overtime
  - o 4776.25 hours of Part-time

**Total Hours Attributed to Vacancies: 11,350.45**

**Avg of 1.29 Vacant Positions per Day.**

As a result of these findings, Beaufort County Emergency Services is requesting approval to hire an additional four (4) full-time Paramedics. This would expand our EMS shift

personnel from 32 to 36 employees and allow for one (1) additional employee per shift. Having an additional Paramedic on shift each day would enhance the efficiency and stability of our EMS operations. As a Paramedic, this employee would be capable of filling any of our transport ambulance and QRV positions as absences and / or vacancies warrant. When days occur when a shift is fully staffed (no one on leave; no vacancies) this position would allow us to transition a QRV to a transport truck or place another QRV in service to assist in our rural areas. (ie. Pinetown, Old Ford)

It is important to remember the following when considering the costs associated with this proposal.

- Both hourly and overtime salary rates were based on the current starting pay for a newly hired Paramedic with Beaufort County EMS. (\$19.81 / hr; OT of \$29.72/ hr)  
The rotating 24 hrs on-duty / 72 hrs off duty shift rotation used by our EMS staff requires each employee to accrue 16 hours per month of overtime. Therefore, Overtime must be funded to a minimum of approximately \$196,608 when employing 32 fulltime personnel, and \$221,184 when employing 36 personnel.
- In addition to the minimal Overtime funding referenced above, we experience 7 to 9 days each month in which a shift has 2 or more vacancies on the same day. (This normally occurs when the shift has one (1) vacancy due to employee turnover, as well as having a current employee on scheduled leave or out sick.) Therefore it is necessary to continue to utilize part-time and / or overtime employees to fulfill the staffing needs of EMS.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$252,684	Annual Salary per employee with benefits plus scheduled overtime \$63,171 <ul style="list-style-type: none"> <li>- Annual Salary: \$41,145</li> <li>- Employee Benefits: \$16,320</li> <li>- Scheduled OT (16hrs/mth): \$5,706</li> </ul>
Operational	\$3,645	-Uniform Allowances (\$611 per employee per year; \$2,445) -Additional Fuel & Vehicle Maintenance (\$1,200)
Capital Outlay	N/A	
Total Expenditures	\$256,329	

<b>Revenue to offset Costs</b>	<b>\$60,000</b>	We estimate the addition of these 4 positions to reduce our requested Overtime Budget from \$360,000 to \$300,000. Resulting in a cost offset of \$120,000
<b><i>Total Cost of Service Expansion</i></b>	<b><i>\$196,329</i></b>	Note: This range is dependent upon variables such as projections for the remainder of FY 22/23, number of employee turnover vacancies, frequency of scheduled leave (ie. Vacation & Sick), injury / FMLA absences, etc.

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## Request for Service Expansion

**Title of Service Expansion:** Maintenance Technician

**Name of Department:** Public Works – Facilities Division

**Purpose and Justification:** Due to the increased amount of work orders and the need to accomplish tasks “in-house” a new Maintenance Technician position is requested. The new Maintenance Technician would be tasked with performing the same duties as the current technicians. This person would be able to respond to all types of work order requests including electrical, general, HVAC, and janitorial. By having a fourth person in the Facilities Division, one person could respond to “on-call/immediate need” requests, while allowing a two-person crew to continue working on major project activities. Also, this would allow the division to set up a rotating on-call schedule so that each person would only be on-call one week a month.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$52,000	Salary & Benefits
Operational	\$1,500	Tools/Cell Phone/Uniform/Safety Equipment
Capital Outlay	\$2,000	Computer
Total Expenditures	\$55,500	

<b>Revenue to offset Costs</b>	0	
<b>Total Cost of Service Expansion</b>	<b>\$55,000</b>	

# Request for Service Expansion

**Title of Service Expansion:** Longevity pay for Agents

**Name of Department:** Cooperative Extension

**Purpose and Justification:** Cooperative Extension is jointly funded by state and county funds. When longevity was offered by the county previously, Cooperative Extension employees were included based on the county portion of their salary. Since the implementation of the new longevity pay policy in 2021, Cooperative Extension employees have been excluded.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$3,073	Cost to include Cooperative Extension employees in longevity.
Operational		
Capital Outlay		
Total Expenditures	\$3,073	

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>	<b><i>\$3,073</i></b>	

# Request for Service Expansion

**Title of Service Expansion:** Salary Increase for Director and Senior Election Specialist

**Name of Department:** Board of Elections

**Purpose and Justification:**

We are asking to increase the Director and Deputy Director Salary to levels within the current salary grade to correspond with years of service. The Director has 25 years of service which would equal 83.3% of the salary range. The Deputy Director has 22 years of service which would equal to 73.3% of the range. Currently, the Director is at 52.2% of the range and the Deputy Director is at 33.8% of the range. The Deputy Director is currently not even to mid-point.

Director

<u>Salary</u>	<u>Min</u>	<u>Mid</u>	<u>Max</u>	<u>Range</u>	<u>% of Range</u>	<u>Min+Range</u>	<u>Requested Salary +/-</u>	
71,286	55,940	69,258	85,241	29,301	83.3% (25)	55,940+24408	80,348	9,062

Deputy Director

<u>Salary</u>	<u>Min</u>	<u>Mid</u>	<u>Max</u>	<u>Range</u>	<u>% of Range</u>	<u>Min+Range</u>	<u>Requested Salary +/-</u>	
48,398	41,105	50,892	62,638	21,533	73.3% (22)	41,105+15784	56,889	8,491

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$19,949	Increase in Salary for Director and Senior Election Specialist. FICA, Medicare and LEDGRS
Operational		
Capital Outlay		
Total Expenditures	\$19,949	

<b>Revenue to offset Costs</b>		
<b>Total Cost of Service Expansion</b>	\$19,949	

## 2023-2024 Director's Budget Narrative for Increases

### Salaries

We are asking to increase the Director and Deputy Director Salary to levels within the current salary grade to correspond with years of service. The Director has 25 years of service which would equal 83.3% of the salary range. The Deputy Director has 22 years of service which would equal to 73.3% of the range. Currently, the Director is at 52.2% of the range and the Deputy Director is at 33.8% of the range. The Deputy Director is currently not even to mid-point.

#### Director

<u>Salary</u>	<u>Min</u>	<u>Mid</u>	<u>Max</u>	<u>Range</u>	<u>% of Range</u>		<u>Min+Range</u>	<u>Requested Salary</u>	<u>+/-</u>
71,286	55,940	69,258	85,241	29,301	83.3%	(25)	55,940+24408	80,348	9,062

#### Deputy Director

<u>Salary</u>	<u>Min</u>	<u>Mid</u>	<u>Max</u>	<u>Range</u>	<u>% of Range</u>		<u>Min+Range</u>	<u>Requested Salary</u>	<u>+/-</u>
48,398	41,105	50,892	62,638	21,533	73.3%	(22)	41,105+15784	56,889	8,491

### Part-time Salaries

We are requesting an increase in hourly pay for part-time office workers and one stop workers from \$11 to \$14.

Satellite site hours are based on 2.5 days of one stop in Aurora and Belhaven and not opening the Chocowinity Site for the primary. Turnout across presidential primaries is historically low. Due to Chocowinity having to be full-time, costs for that site would cost roughly \$12,000 in salary costs alone.

## One Stop Voter Turnout by Location

Election	One Stop Voters				
	BOE	Aurora	Belhaven	Chocowinity	TOTAL
11/1/2010	5433	274	192	N/A	5899
5/1/2012	2484	N/A	N/A	N/A	2484
7/1/2012	526	N/A	N/A	N/A	526
11/1/2012	7128	195	386	N/A	7709
5/1/2014	2006	32	121	306	2465
7/1/2014	2209	N/A	N/A	N/A	2209
11/1/2014	6247	353	543	930	8073
3/1/2016	2708	149	163	405	3425
6/1/2016	691	N/A	N/A	N/A	691
11/1/2016	11915	588	891	1051	14445

5/1/2018	2122	73	155	75	2425
11/1/2018	7160	465	894	1797	10316
4/1/2019	1931	N/A	N/A	N/A	1931
7/1/2019	1009	N/A	N/A	N/A	1009
9/1/2019	2949	53	85	N/A	3087
3/3/2020	3217	109	209	N/A	3535
11/3/2020	11266	829	1401	4003	17499
5/17/2022	3208	142	228	N/A	3578
11/8/2022	6691	368	611	2001	9671

	Presidential Primary
	Nonpresidential Primary

#### Presidential Primary Elections like 2024

Election	One Stop Voters				TOTAL
	BOE	Aurora	Belhaven	Chocowinity	
5/1/2012	2484	N/A	N/A	N/A	2484
3/1/2016	2708	149	163	405	3425
3/3/2020	3217	109	209	N/A	3535

Days / Hours	Aurora	Belhaven	Chocowinity	Notes
5/1/2012	N/A	N/A	N/A	
3/1/2016	2.5 Days	2.5 days	2.5 Days	
3/3/2020	2.5 Days	2.5 Days	N/A	

### Precinct Official Salaries

Current rates are Chief Judge \$225 (est. \$11.25/hr.), Judges \$175 (est. \$9.75/hr.), and assistants \$150 (est. \$8.33/hr.)

We are requesting an increase to Chief Judge \$275 (est. \$13.75/hr.), Judges \$225 (est. \$12.50/hr.), and assistants \$225 (est. \$12.50/hr.). For county wide elections, this would result in an estimated increase of \$5250 per election.

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# Request for Service Expansion

**Title of Service Expansion:** Operational

**Name of Department:** Board of Elections

**Purpose and Justification:**

**Precinct Official Salaries**

Current rates are Chief Judge \$225 (est. \$11.25/hr.), Judges \$175 (est. \$9.75/hr.), and assistants \$150 (est. \$8.33/hr.)

We are requesting an increase to Chief Judge \$275 (est. \$13.75/hr.), Judges \$225 (est. \$12.50/hr.), and assistants \$225 (est. \$12.50/hr.). For county wide elections, this would result in an estimated increase of \$5250 per election.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$5250 per General Election	Increase in Part-time One Stop Worker and Precinct Official Pay
Capital Outlay		
Total Expenditures		

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>		

# Request for Service Expansion

**Title of Service Expansion:** Personnel

**Name of Department:** Board of Elections

**Purpose and Justification:**

**Part-time Salaries**

We are requesting an increase in hourly pay for part-time office workers and one stop workers from \$11 to \$14.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$2100 per full-time site \$600 per part-time site (2)	Increase in Part-time One Stop Worker Hourly Pay from \$11 to \$14 per hour
Operational		
Capital Outlay		
Total Expenditures	\$3,300	

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	\$3,300	

# Request for Service Expansion

**Title of Service Expansion:** Telecommunicator x 3

**Name of Department:** Beaufort County Sheriff's Office

## **Purpose and Justification:**

Right now, Communications is allotted 13 Telecommunicators: 4 shift supervisors and 9 baseline telecommunicators. We have 3 telecommunicators on each shift, with 1 position left over as a split shift (12p-12a) on one side of the house. Years past we were given 4 on each shift, but under the previous administration 2 of those positions were moved around to help other divisions.

To give Communications back an even number of telecommunicators for each shift, we are requesting 3 more positions. With 3 more positions Communications will be able to accommodate staffing shortages due to sickness, time off, injuries, maternity leave, etc. by running with 4 telecommunicators on each shift. Currently, with 3 on every shift there is hardly a shift where someone is not out due to one of the previous stated reasons. Running with 4 telecommunicators will better ensure that there is not only sufficient coverage for the shift but also allow those working to take breaks during their 12-hour shifts.

Currently, we are running with 2 telecommunicators per shift, with two being the minimal staffing allowed. With shifts running at minimal staffing there is greater chance of increased answer times for both emergency and non-emergency calls, more calls having to be placed on hold, and telecommunicators juggling multiple calls at a time. When one of the two call out, we are having to call in others to cover these shifts. This increases our overtime usage greatly. The past 3 years we have used over 70% of our overtime budget.

Our Communications center takes several medical calls a month that require telecommunicators to give CPR instructions to a caller. These types of calls can take up to 15 plus minutes from start to finish. That means the call taker is now unavailable for that amount of time to answer any other calls and still give appropriate lifesaving instructions.

Communications is also responsible for entering all hot files into the NCIC database. This includes all missing and wanted people, protection orders, stolen items, etc. These duties are performed while on the console. These files can take anywhere from 10 minutes to an hour while also having to enter 911 calls, dispatch resources and facilitate radio communication between units.

Having a fourth position on shift would allow telecommunicators to focus on the task at hand without disruption, less calls being placed on hold, ensure that breaks could be taken, that minimal staffing is provided when staffing shortages occur, and help reduce our overtime budget.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$176,214	Salary and benefits
Operational		
Capital Outlay		
Total Expenditures	\$176,214	

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>	<b>\$176,214</b>	

## Request for Service Expansion

**Title of Service Expansion:** Town of Bath, Recreation Dept

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$2,000	Additional funds requested by agency above current year allocation of \$6,000 for enclosure of field press boxes, installation of PA systems for fields, repair and adjustment to lighting, additional grading and drainage of fields, purchase and installation of bleachers, dugout maintenance and improvements, installation of safety bases, general equipment.
Total Expenditures	\$2,000	

<b>Revenue to offset Costs</b>		
<b>Total Cost of Service Expansion</b>	<b>\$2,000</b>	

# Request for Service Expansion

**Title of Service Expansion:** Town of Belhaven Recreation Dept

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$9,200	Agency has requested additional funding beyond current year level of 10,800 for football equipment, indoor bleachers, and basketball court improvements.
Total Expenditures	\$9,200	

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>	<b><i>\$9,200</i></b>	

## Request for Service Expansion

**Title of Service Expansion:** Chocowinity Recreation Dept INC

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$1,800	Agency has requested additional funding beyond current year level of 7,200 due to rising energy costs for lighting.
Capital Outlay		
Total Expenditures	\$1,800	

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>	<b><i>\$1,800</i></b>	

## Request for Service Expansion

**Title of Service Expansion:** AURORA Fossil Museum, Inc.

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$2,000	Additional funds requested by agency above current year allocation of \$8,000 to offset cost of implementing and maintaining museum security.
Capital Outlay		
Total Expenditures	\$2,000	

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>	<b><i>\$2,000</i></b>	

## Request for Service Expansion

**Title of Service Expansion:** BHM Library

**Name of Department:** Outside Agency

**Purpose and Justification:**

Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$4,487	Additional funds requested by agency above current allocation of \$224,352 to offset 2% increase for staffing and personnel, books, materials internet and phone services, rent and building maintenance .
Capital Outlay		
Total Expenditures	\$4,487	

<b>Revenue to offset Costs</b>		
<b>Total Cost of Service Expansion</b>	<b>\$4,487</b>	

# Request for Service Expansion

**Title of Service Expansion:** Highway 17 Transportation Association in North Carolina

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency has requested additional funding beyond current year level by amount indicated below

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$5,000	Agency has requested additional funding beyond current year level of \$20,000 to continue to advocate for full funding and timely completion of all highway projects along the US 17 corridor from SC to VA and US 64 corridor from Raleigh to Manteo.
Capital Outlay		
Total Expenditures	\$5,000	

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>	<b><i>\$5,000</i></b>	

# Request for Service Expansion

**Title of Service Expansion:** Citizens on Southside Together

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$1,000	Agency has requested additional funding beyond current year level of \$2,000. Funding will be used to complete the walking trail to our park.
Total Expenditures	\$1,000	

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>	<b><i>\$1,000</i></b>	

## Request for Service Expansion

**Title of Service Expansion:** Eagles Wings

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$3,000	Agency has requested additional funding beyond current year level of 2,000 to offset costs of satellite pantries in Aurora and Chocowinity as well as Hispanic community on Hwy 17. Future locations are being considered for satellite expansion.
Capital Outlay		
Total Expenditures	\$3,000	

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>	<b><i>\$3,000</i></b>	

# Request for Service Expansion

**Title of Service Expansion:** NC Estuarium

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$50,000	Agency has requested additional funding beyond current year level of 15,000 to build out of the Oyster Center. To supplement cost for kitchen prep and cooking equipment, serving and storage gear, associated building retrofits and construction
Total Expenditures	\$50,000	

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>	<b><i>\$50,000</i></b>	

# Request for Service Expansion

**Title of Service Expansion:** Washington Area Interchurch Shelter and Kitchen (Zion)

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$2,000	Agency has requested additional funding beyond current year level of 10,000 to meet major expenses of salaries and two full time shelter managers and rent utilities.
Operational		
Capital Outlay		
Total Expenditures	\$2,000	

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>	<b><i>\$2,000</i></b>	

## Request for Service Expansion

**Title of Service Expansion:** Safe Harbor Helpline

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$3,000	Agency has requested funding of \$3,000. This funding will be spent for motel accommodations for homeless.
Capital Outlay		
Total Expenditures	\$3,000	

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>	<b><i>\$3,000</i></b>	

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## Safe Harbor Helpline

*Helping those experiencing homelessness with safety, resources, and a path toward stability*

Beaufort County Commissioners  
121 West Third Street  
Washington, NC 27889  
March 12, 2023

Dear County Commissioners,

Did you sleep well last night? Were you warm enough, and did you feel safe and secure where you were? Every week people in Beaufort County answer these questions with "No, we didn't feel warm or safe!" Becoming homeless is a traumatic experience for everyone, and especially when it involves children. "How do we get food? Where can we find a restroom? Where can we park the car so no one will bother us? Who will help us solve this problem?"

Safe Harbor Helpline was initiated to provide answers to these questions. 252-634-8585 is answered twenty-four/seven by a case worker who can recommend local resources as well as place literally homeless families in a motel temporarily until further resources can be offered.

Safe Harbor Helpline is requesting \$3,000 for motel expenses to help us continue to bring people into safety and recommend resources that will move them forward to begin solving their issues.

Thank you for considering this request.

Sincerely,

Sally Love  
Grant Writer  
Beaufort County United Way  
Flowerchild41@hotmail.com



**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: Safe Harbor Helpline – a program of Beaufort County United Way

Fiscal Year Jan 1 – Dec. 31

Amount Requested \$ 3,000

	FY 2022 Actual	FY 2022 Budget	FY 2023 Estimated Actual Expenses	FY 2023-24 Budget Request
REVENUES:				<b>\$3,000</b>
Requested from Beaufort County				
Federal				
State				
Cities/Towns				
United Way				
Other Counties excluding Beaufort County				
Other:	3,500	4,000	5,000	
Donations/Fundraisers				
Fees/Dues- Grants	23,500	24,000	25,000	
Sales				
Miscellaneous	976			
Beginning Balance (Deficit)	4,001			
TOTAL:	31,977	28,000	30,000	
EXPENSES:				
Salaries and Benefits				
Program Services	21,878	25,500	27,500	
Motel@\$80/night 10 months				
Contractual Services				
Commodities & Supplies	369	500	500	
Fundraisers				
—Capital Transportation	524	1,000	1,000	
Other Landlord Rent	500	1,000	1,000	
TOTAL:	23,271	28,000	30,000	

Organizational Data - Beaufort County United Way

President: Evan Lewis  
 Executive Director: Sue Tidd  
 Treasurer: Richard McDonald  
 Other Officers: Danielle Swain, Secretary.

Completed by: Sally Love  
 (Signature)

Date: March 9, 2023

Sally Love  
 (Name)

Grant Writer, Administrator for Safe Harbor Phone: 252-945-2148  
 (Title)



# Beaufort County, North Carolina

## PROGRAM PARTICIPANTS STATISTICS

### Budget Form 2

Agency: Safe Harbor Helpline, A program of the Beaufort County United Way

Fiscal Year Jan 1 – Dec. 31

1. WHOM DO YOU SERVE?	Fiscal 2022 Last Yr Actual	Fiscal 2023 This Yr Estimated	Fiscal 2024 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	77	95	110
1a. Total continuing from previous fiscal year			
1b. Total new for the year	77	95	110
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	77		
2a. Washington			
2b. Washington Park			
2c. Chocowinity <b>Clients are homeless</b>			
2d. Bath <b>and have no residence. Most</b>			
2e. Belhaven <b>come from Beaufort &amp; Pitt</b>			
2f. Aurora <b>counties. We will add this</b>			
2g. Pantego <b>to our form for next year.</b>			
2h. Pinetown			
2i. Outside Beaufort County or Unknown	77		
	77	95	110
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age <b>3a-3c</b>	37	45	50
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over <b>3d-3f</b>	40	50	60
3g. Not known or not applicable			
	40	50	60
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level <b>4a-4b Adults</b>	40	50	60
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Nor known or not applicable			
	77	95	110
5. SEX TOTAL:			
5a. Male	14	20	25
5b. Female	26	30	35
5c. Not recorded Children	37	45	50

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Safe Harbor Helpline, a program of the Beaufort County United Way

Contact Information: Sally Love, 252-945-2148, flowerchild41@hotmail.com

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Amount Requested: \$3,000

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Safe Harbor Helpline is a collaboration between the Zion Shelter, Open Door Community Center, Region 12 Coordinated Entry, and the Beaufort County United Way. Any local person or family experiencing homelessness can call the twenty-four/seven helpline at 252-634-8585 and be provided with information and resources they are seeking or screened, contacted by a case manager and, if literally homeless, placed in a local shelter or motel until further help can be given. In 2022 Safe Harbor Helpline housed 40 adults and 37 children for 342 nights. Of the 40 adults, 16 went to housing, 4 to a shelter, 4 to a friend, 7 out of town, 4 to a treatment program and 5 to an unknown location. Even though not all of these were housed or sheltered, they left with information that can be used in the future. Our goal of offering them a temporary safe place to stay has been accomplished. This funding will be spent for motel accommodations @ \$75/night for men, women, and children who find themselves unexpectedly homeless.

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Completed By: Sally Love, Grant Writer  
Printed Name & Position

*Sally Love*                      March 10, 2023  
Signature & Date

## Request for Service Expansion

**Title of Service Expansion:** Open Door Community Center

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$4,000	Agency has requested funding of \$4,000 for maintenance of the shelter.
Capital Outlay		
Total Expenditures	\$4,000	

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>	<b><i>\$4,000</i></b>	



March 10, 2023

Board of Commissioners  
Beaufort County  
132 W. 2nd Street  
Washington, NC 27889

The Board of Directors and staff of Open Door Community Center thank you for the opportunity to submit our application for funding from Beaufort County. We are proud to serve the women of our community experiencing homelessness and are grateful for your partnership. We hope you find this application to be thorough and complete. We look forward to hearing back from Beaufort County in the near future.

Thank you,

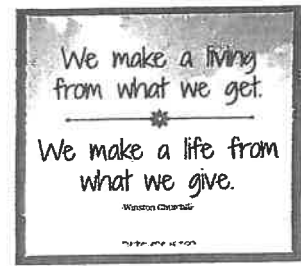
Laurie Stewart  
Center Administrator

1240 Cowell Farm Road, Washington, NC 27889  
[edodcc@yahoo.com](mailto:edodcc@yahoo.com) - [www.odccwashington.org](http://www.odccwashington.org) - (252)833-8514



**Open Door Community Center**

1240 Cowell Farm Road  
Washington, NC 27889  
252-833-8514  
[www.odccwashington.org](http://www.odccwashington.org)  
Tax ID: 81-5237670



*Sir Winston Churchill*

Beaufort County Commissioners  
Beaufort County Government  
West Second Street  
Washington, NC 27889  
April 14, 2023

Dear Beaufort County Commissioners

Open Door Community Center began helping women and their children who are experiencing homelessness in January 2019. The facility has three bedrooms and can sleep 9 people plus the night manager. At the most we can assist 5 women at a time and each family has their own bedroom space. Our goal is to provide these women with the resources and skills to overcome the causes of their homelessness and obtain permanent, stable housing.

Since 2019 we have helped 79 women and their 50 children achieve these goals. In 2022 we housed and assisted 22 women and their 22 children to build their skills, most of whom obtained permanent housing or on the waiting list with Region 12 Coordinated Entry.

In 2024 we hope to expand our facility to accommodate more women since we are frequently at capacity, and we are the only women & children’s shelter between Raleigh and the Outer Banks (except RCS in New Bern). We will be applying to the North Carolina Housing Finance Agency and other agencies for funding and are in the process of planning a capital campaign. The plan is to build an addition connected to the left rear of the building straight back which will cause us to lose our rear parking spaces. A site plan is included in this request. The .4 acre lot between ODCC and My Eye Doctor is long and narrow and could be used for additional parking and allow us to expand our playground and still comply with setbacks with My Eye Doctor. At this time, we comply with the requirements for required parking spaces, but with additional clients coming into the Center, we will need more spaces. The GPIN is 5686-31-6874.

Would it be possible to obtain this lot? Please let me know what would be involved. We would be glad to meet to answer any questions.

Sincerely,

Sally Love  
Open Door Community Center  
252-945-2148  
[Flowerchild41@hotmail.com](mailto:Flowerchild41@hotmail.com)



**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**  
*Budget Form 1*

Agency: Open Door Community Center Amount Requested \$ 4,000

	FY 2021-22 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County			4,000	4,000
Federal	1,000	1,000	1,000	
State				
Cities/Towns		2,000	2,000	
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	124,561.70	135,145	133,565	
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	125,561.70	139,145	140,565	
<b>EXPENSES:</b>				
Salaries and Benefits	59,471.21	97,148	95,390	
Program Services	11,132.79	13,960	12,795	
Contractual Services	5,731.56	14,870	9,390	
Commodities & Supplies	5,760.28	7,351	7,450	
Fundraisers	13,090.27	2,490	15,000	
Capital				
Other				
TOTAL:	95,186.11	135,819	140,565	

Organizational Data

President: **Brandy Vinson**  
Executive Director: **Laurie Steward**  
Treasurer: **Beverly Casey**  
Other Officers: Vice President: **Bill Station**; Secretary: **Teresa Carraway**

Completed by: Beverly Casey Date: 3/9/2023  
(Signature)  
Beverly Casey  
(Name)  
Treasurer Phone: 919-721-9672  
(Title)

**RECEIVED**  
**3/16/23**

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: Open Door Community Center

1. WHOM DO YOU SERVE?	Fiscal 2021-22 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	41	46	46
1a. Total continuing from previous fiscal year	3	4	4
1b. Total new for the year	38	42	42
1c. Total terminated during the year or transitioned	40	40	40
2. RESIDENCE OF PARTICIPANTS TOTAL:	41	46	46
2a. Washington all become residents of the shelter	41	46	46
2b. Washington Park			
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown			
3. AGE GROUP TOTAL:	41	46	46
3a. Infants through 4 years of age	8	10	10
3b. 5 through 12 years of age	10	11	11
3c. 13 through 17 years of age	0	0	0
3d. 18 through 29 years of age	10	11	11
3e. 30 through 64 years of age	13	13	13
3f. 65 and over	0	1	1
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:	41	46	46
4a. Below official poverty level (\$12,000)	41	46	46
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Nor known or not applicable			
5. SEX TOTAL:	41	46	46
5a. Male	7	9	9
5b. Female	34	37	37
5c. Not recorded			

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Open Door Community Center

Contact Information: Laurie Stewart - Center Administrator

252-833-8514

Amount Requested: \$4,000

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Open Door Community Center provides a safe, temporary place to stay for women and their children experiencing  
homelessness. Since opening our doors in January 2019, we have provided shelter to 78 women and 46  
children. We guide them to develop the skills and resources they need to move into long-term, stable  
housing. ODCC is requesting \$4,000 to go toward properly maintaining our 3 bedroom/2 bath home, assuring it  
it remains a safe and welcoming environment.

Completed By: Laurie Stewart/Center Admin & Bev Casey/Treasurer of Board  
Printed Name & Position

Laurie Stewart 3/10/2023  
Signature & Date

## Request for Service Expansion

**Title of Service Expansion:** 2<sup>nd</sup> Judicial District Recovery Court

**Name of Department:** Outside Agency

**Purpose and Justification:** To fund services offered by the agency in Drug Court.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$10,000	To assist our jurisdiction with trying to address the needs of those involved in the court system that need the full services offered in drug court.
Capital Outlay		
Total Expenditures	\$10,000	

<b>Revenue to offset Costs</b>		
<b>Total Cost of Service Expansion</b>	<b>\$10,000</b>	

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*


Agency: 2<sup>nd</sup> Judicial District Recovery Court Amount Requested \$10,000

	FY 2021-22 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	\$10,000	\$10,000		\$10,000
Federal	\$125,605.80	\$145,948		\$200,000
State				
Cities/Towns				
United Way				
Other Counties excluding Beaufort County	Martin - \$10,000 Tyrrell - \$500 Wash - \$5000	Martin - \$10,000 Tyrrell - \$500 Wash - \$5000		Martin - \$10,000 Tyrrell - \$500 Wash - \$5000 Hyde - \$500
Other:	\$38,977.84	\$11,745		\$18,800
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
<b>TOTAL:</b>	<b>\$190,083.64</b>	<b>\$183,193</b>		<b>\$244,800</b>
<b>EXPENSES:</b>				
Salaries and Benefits				
Program Services (Drug Screening)	\$11,315.24	\$17,129		
Contractual Services	\$110,965.21	\$114,380	\$90,754.34	\$115,532
Commodities & Supplies	\$621.81	\$2076	\$1,368.04	\$2,000
Fundraisers				
Capital (Data Processing Services)	\$2282.70	\$3312	\$1118.85	\$2,268
Other (Travel, Participants Transportation, telephone, Incentives, Participants Housing, Admin Overhead, Misc.)	\$25,667.59	\$46,296	\$55,611.23	\$125,000
<b>TOTAL:</b>	<b>\$150,852.55</b>	<b>\$183,193</b>	<b>\$148,852.46</b>	<b>\$244,800</b>

Organizational Data

President:  
Executive Director:  
Treasurer  
Other Officers:

Completed by:

  
(Signature)

Date: 5-8-2023

Andrea R. Freeman  
(Name)

Administrative Officer III/Grant Administrative  
(Title)

Phone: 252-791-3104

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: District Two Recovery Court

1. WHOM DO YOU SERVE?	Fiscal 2021-22 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) <b>TOTAL:</b>	69	85	120
1a. Total continuing from previous fiscal year	Unknown	25	30
1b. Total new for the year	Unknown	7	20
1c. Total terminated during the year	Unknown		
<b>TOTAL:</b>	55	73	85
2. RESIDENCE OF PARTICIPANTS <b>TOTAL:</b>			
2a. Washington	Unknown	Unknown	Unknown
2b. Washington Park	Unknown	Unknown	Unknown
2c. Chocowinity	Unknown	Unknown	Unknown
2d. Bath	Unknown	Unknown	Unknown
2e. Belhaven	Unknown	Unknown	Unknown
2f. Aurora	Unknown	Unknown	Unknown
2g. Pantego	Unknown	Unknown	Unknown
2h. Pinetown	Unknown	Unknown	Unknown
2i. Outside Beaufort County or Unknown	Unknown	Unknown	Unknown
<b>TOTAL:</b>	Unknown		
3. AGE GROUP <b>TOTAL:</b>			
3a. Infants through 4 years of age	0	0	0
3b. 5 through 12 years of age	0	0	0
3c. 13 through 17 years of age	0	0	0
3d. 18 through 29 years of age	Unknown	Unknown	Unknown
3e. 30 through 64 years of age	Unknown	Unknown	Unknown
3f. 65 and over	Unknown	Unknown	Unknown
3g. Not known or not applicable	Unknown	Unknown	Unknown
<b>TOTAL:</b>	NA		
4. INCOME OF PARTICIPANTS <b>TOTAL:</b>			
4a. Below official poverty level (\$12,000)	NA		
4b. At or near poverty level	NA		
4c. Middle income (\$30,000)	NA		
4d. Upper income (\$60,000)	NA		
4e. Not known or not applicable	NA		
<b>TOTAL:</b>		85	120
5. SEX <b>TOTAL:</b>			
5a. Male	Not recorded	59	75
5b. Female	Not recorded	26	45
5c. Not recorded	Not recorded		

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: District Two Recovery Court

Contact Information: 112 West Second St./ P.O. Box 1403

Washington, NC, 27889

Amount Requested: \$10,000

Please outline what the County appropriation will specifically be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

The Drug Recovery Court Planning Team for the 2<sup>nd</sup> Judicial District is requesting \$35,000 in local

---

Funding for FY2022-2023. Out of that amount, we are requesting \$10,000 in funding from Beaufort

---

County. The team will be pursuing the Substance Abuse and Mental Health Services Administration

---

(SAMSHA) Grant FY2023 to continue our work in the multi-county drug recovery court. This grant will

---

assist in further enhancing our treatment court, including services. These funds will assist our

---

Jurisdiction with trying address the needs of those involved in the court system that may need the full complement of services offered in drug court.

---

Completed By: Kimberly Knight / Recovery Court Coordinator  
Printed Name & Position

Kimberly Knight 5-8-2023

**Martin-Tyrrell-Washington District Health will be the fiscal agent for these funds through their “Friends of MTW” 501(C)(3) non-profit account. Thank you for your consideration and support.**

## Request for Service Expansion

**Title of Service Expansion:** Greene Lamp, Inc.

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency has requested funding by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$25,000	Requesting \$25,000 to provide rapid rehousing homelessness prevention and supportive services like utilities, rent and food to persons experiencing a need in Beaufort county.
Capital Outlay		
Total Expenditures	\$25,000	

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>	<b><i>\$25,000</i></b>	

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: Greene Lamp, Inc.

Amount Requested \$15,000

	FY 2021-22 Actual	FY 2022-23 Budget	FY 2022-23 Estimated Actual Expenses	FY 2023-24 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	\$0	\$0	\$0	\$25,000
Federal				
State	\$227,414	\$222,508	\$222,508	\$142,627
Cities/Towns				
United Way	\$1,930	\$8,643	\$8,643	\$2,514
Other Counties excluding Beaufort County	\$8,943,651	\$8,235,472	\$8,235,472	\$7,346,859
Other:				
Donations/Fundraisers	\$600	\$500	\$500	\$2,000
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
<b>TOTAL:</b>	<b>\$9,173,595</b>	<b>\$8,467,123</b>	<b>\$8,467,123</b>	<b>\$7,519,000</b>
<b>EXPENSES:</b>				
Salaries and Benefits	\$5,130,528	\$4,781,967	\$4,781,967	\$4,500,000
Program Services	\$2,140,839	\$1,938,092	\$1,938,092	\$1,600,000
Contractual Services	\$ 194,992	\$ 68,000	\$ 68,000	\$ 30,000
Commodities & Supplies	\$ 229,976	\$ 255,747	\$ 255,747	\$ 214,000
Fundraisers				
Capital	\$ 22,337	\$ 125,000	\$ 125,000	\$ 75,000
Other	\$1,454,923	\$1,298,317	\$1,298,317	\$1,100,000
<b>TOTAL:</b>	<b>\$9,173,595</b>	<b>\$8,467,123</b>	<b>\$8,467,123</b>	<b>\$7,519,000</b>

Organizational Data

President: Ms. Angela Ellis

Executive Director: Ms. Angela M Bates

Treasurer: Mr. Bennie Heath

Other Officers: Ms. Linda Rouse Sutton, Ms. Dina Smith, Dr. Jerry Langley

Completed by: Angela M Bates  
 (Signature)

Date: 5-10-23

Angela M Bates  
 (Name)

Executive Director  
 (Title)

Phone: 252-523-7770

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: Greene Lamp, Inc.

1. WHOM DO YOU SERVE?	Fiscal 2021-22 Last Yr Actual	Fiscal 2022-23 This Yr Estimated	Fiscal 2023-24 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> <b>TOTAL:</b>	85	574	92
1a. Total continuing from previous fiscal year	15	64	8
1b. Total new for the year	70	510	84
1c. Total terminated during the year	21	497	0
<b>2. RESIDENCE OF PARTICIPANTS TOTAL:</b>	85	574	92
2a. Washington	61	312	61
2b. Washington Park	0	0	0
2c. Chocowinity	3	85	2
2d. Bath	0	28	5
2e. Belhaven	19	78	9
2f. Aurora	0	11	6
2g. Pantego	1	38	7
2h. Pinetown	1	9	2
2i. Outside Beaufort County or Unknown	0	13	0
<b>3. AGE GROUP TOTAL:</b>	85	574	92
3a. Infants through 4 years of age	4	126	12
3b. 5 through 12 years of age	18	118	6
3c. 13 through 17 years of age	7	26	5
3d. 18 through 29 years of age	7	9	4
3e. 30 through 64 years of age	37	146	56
3f. 65 and over	12	149	9
3g. Not known or not applicable	0	0	0
<b>4. INCOME OF PARTICIPANTS TOTAL:</b>	85	574	92
4a. Below official poverty level (\$12,000)	16	154	48
4b. At or near poverty level	51	402	38
4c. Middle income (\$30,000)	18	18	6
4d. Upper income (\$60,000)	0	0	0
4e. Nor known or not applicable	0	0	0
<b>5. SEX TOTAL:</b>	85	574	92
5a. Male	38	207	34
5b. Female	47	367	58
5c. Not recorded	0	0	0

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Greene Lamp Inc.

Contact Information: 309 Summit Ave  
Kinston, NC 28501  
252-523-7770

Amount Requested: \$25,000

Please outline what the County appropriation will specifically be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Greene Lamp Community Action is a 501(c)3 non-profit organization chartered in 1965. Over the past 58 years, Greene Lamp has successfully operated multiple, federally and state funded programs and continues to do so, by providing substantiation of organizational capability. The mission of Greene Lamp is to *be dedicated to providing services to the citizens of Eastern NC with an emphasis on achieving self-sufficiency.*

Greene Lamp is requesting \$25,000 to provide Rapid Rehousing/Homelessness Prevention and supportive services like utilities, rent and food to persons experiencing a need in Beaufort County. The county is plagued with high levels of poverty, homelessness, and lack of resources. The Agency's plan is to connect families and individuals experiencing a dire need of services through a progressive assistance approach tailored specifically to each household, thereby reducing homelessness and increase self-sufficiency to those living in areas which are underserved. As well, the plan is to provide supportive service resources to the target population (i.e. chronically homeless, veterans, youth, low-income families, people with disabilities and victims of domestic violence without bias to race, ethnicity, gender identity, or sexual orientation.

The agency currently has two programs earmarked in Beaufort County; Community Service Block Grant (CSBG) and AmeriCorps 9/11 Day of Service. The CSBG program focuses on assisting families and individuals to reach a level of self-sufficiency through workforce development and assistance to

Greene Lamp Inc.

mitigate barriers that may hinder participants from accomplishing their goals. Unfortunately, the funding for our CSBG program has been reduced by 43% due to the lack of US Census participation. We are well aware that the needs of the county still exist and this has created a deficiency in our ability to assist as many individuals and families in Beaufort County. Henceforth our determination to seek additional funding to assist with this imminent reduction in funds and services for the county.

Our 9/11 Day of Service grant ensures reflection on the sacrifice of those who lost their lives or family members on September 11, 2001 and honor those who rose in service and continue to serve as a result of that tragedy. As well, it allows us to garner volunteers who will participate in training for real-world, man-made and natural disaster.

Greene Lamp is currently in the process of applying for additional funding to serve Beaufort County to assist with homelessness prevention, housing assistance and case management work for individuals who may be considered chronically homeless. Based on our community needs assessment, there are pockets of underserved areas in the county and the agency would like to focus on these areas to ensure there isn't duplication of services.

We implore the county to consider Greene Lamp Community Action's request for funding, so we may continue to assist the constituents living within the county lines.

Completed By: Crystal Gwendo, Deputy Director  
Printed Name & Position

 5/10/23  
\_\_\_\_\_  
Signature & Date

**SUMMARY OF REQUESTED SERVICE EXPANSIONS**

WATER FUND REVENUE	County Manager Recommends
Amount Available for Service Expansions (Revenues over Expenditures)	\$53,058
Amount Requested from Fund Balance	\$0
<b>Total</b>	<b>\$53,058</b>
<b>Total Available for Service Expansions</b>	<b>\$53,058</b>

**REQUESTS**

Page	Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
352	Water	Pay Study Implementation	\$147,000	\$0	\$147,000	\$147,000	Amt. shown here is Water portion only.
353	Water	Employee Dental Insurance	\$13,132	\$0	\$13,132	\$13,132	Amt. shown here is Water portion only.
354	Water	Increased 401 k Contribution for Non-LEO Employees	\$38,032	\$0	\$38,032	\$38,032	Amt. shown here is Water portion only.
				\$0			
Total of all Water Fund Expansion Requests (Includes 5% COLA and all other expansion requests)			<b>\$198,164</b>	<b>\$0</b>	<b>\$198,164</b>	<b>\$198,164</b>	

# Request for Service Expansion

**Title of Service Expansion:** Pay & Classification Study Implementation

**Name of Department:** Water Fund

**Purpose and Justification:** Beaufort County must maintain a competitive salary plan to attract and maintain the most qualified employees. Turnover is expensive and detrimental to the overall ability of departments to meet the needs of the public they serve.

In 2023, MAPS Group completed a county-wide Pay & Classification Study. Based on the results of the study, there is a great need to address inequities within the Beaufort County Classification and Salary Plan where classes are not assigned appropriate salary grades in relation to other classes, compression issues in which tenured employees are making the same and possibly lower salaries as newly hired employees, and the absence of a mechanism to allow employees to move forward within the assigned salary range. These issues appear to be a major contributing factor in the high turnover rates being experienced by Beaufort County.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$147,000	\$147,000 will be used to adjust the pay according to the 2023 Pay and Classification Study.
Operational		
Capital Outlay		
Total Expenditures	\$147,000	

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>	<b><i>\$147,000</i></b>	

# Request for Service Expansion

**Title of Service Expansion**    Employee Dental Insurance

**Name of Department:**            County-wide

**Purpose and Justification:**    The 2023 MAPS Pay Study compared Beaufort County’s benefits with 9 other county and municipal governments considered to be comparable peers. Beaufort County is the **only** local government employer in the group that does not pay for some or all the employee portion of dental insurance. This Expansion Request shows the cost for the County to begin providing the employee share only of dental insurance.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$170,713 GF \$13,132 Water \$225 SW	Cost for County to pay for employee only dental (\$40.53 per employee per month)
Operational		
Capital Outlay		
Total Expenditures		

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	<b><i>\$184,070</i></b>	Total annual cost to all 3 funds (GF, Water, SW)

# Request for Service Expansion

**Title of Service Expansion** Increased 401k Contribution for Non-LEO Employees

**Name of Department:** County-wide

**Purpose and Justification:** The County is required by General Statute to contribute 5% to 401k for Law Enforcement Officers (LEO). Non-LEO county employees currently receive between a 1% and 2% 401k contribution from the County depending on the amount that the employee contributes. Most non-LEO employees receive 2% with only a handful receiving 1%. This expansion request would provide for a County 401k match on a one-to-one basis up to 5% of the employee's salary.

<u>Employee Contribution</u>	<u>County Contribution</u>
0	0
1%	1%
2%	2%
3%	3%
4%	4%
5%	5%

\*County Cost for 1% 401K increase is \$12,677 (estimated) for the Water Fund portion.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$470,192 GF \$38,032 Water \$1,217 SW	This amount assumes that all County non-LEO employees will contribute 5% as to receive the full County 5% match, to show the largest possible cost of the expansion to the County.
Operational		
Capital Outlay		
Total Expenditures		

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	<b>\$509,441</b>	Total cost to all 3 funds (GF, Water, SW)



# Request for Service Expansion

**Title of Service Expansion:** Pay & Classification Study Implementation

**Name of Department:** Solid Waste

**Purpose and Justification:** Beaufort County must maintain a competitive salary plan to attract and maintain the most qualified employees. Turnover is expensive and detrimental to the overall ability of departments to meet the needs of the public they serve.

In 2023, MAPS Group completed a county-wide Pay & Classification Study. Based on the results of the study, there is a great need to address inequities within the Beaufort County Classification and Salary Plan where classes are not assigned appropriate salary grades in relation to other classes, compression issues in which tenured employees are making the same and possibly lower salaries as newly hired employees, and the absence of a mechanism to allow employees to move forward within the assigned salary range. These issues appear to be a major contributing factor in the high turnover rates being experienced by Beaufort County.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$2,500	\$2,500 will be used to adjust the pay according to the 2023 Pay and Classification Study.
Operational		
Capital Outlay		
Total Expenditures	\$2,500	

<b>Revenue to offset Costs</b>		
<b>Total Cost of Service Expansion</b>	<b>\$2,500</b>	

# Request for Service Expansion

**Title of Service Expansion**    Employee Dental Insurance

**Name of Department:**            County-wide

**Purpose and Justification:**    The 2023 MAPS Pay Study compared Beaufort County’s benefits with 9 other county and municipal governments considered to be comparable peers. Beaufort County is the **only** local government employer in the group that does not pay for some or all the employee portion of dental insurance. This Expansion Request shows the cost for the County to begin providing the employee share only of dental insurance.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$170,713 GF \$13,132 Water \$225 SW	Cost for County to pay for employee only dental (\$40.53 per employee per month)
Operational		
Capital Outlay		
Total Expenditures		

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>	<b><i>\$184,070</i></b>	Total annual cost to all 3 funds (GF, Water, SW)

# Request for Service Expansion

**Title of Service Expansion**    Increased 401k Contribution for Non-LEO Employees

**Name of Department:**        **County-wide**

**Purpose and Justification:**    The County is required by General Statute to contribute 5% to 401k for Law Enforcement Officers (LEO). Non-LEO county employees currently receive between a 1% and 2% 401k contribution from the County depending on the amount that the employee contributes. Most non-LEO employees receive 2% with only a handful receiving 1%. This expansion request would provide for a County 401k match on a one-to-one basis up to 5% of the employee's salary.

<u>Employee Contribution</u>	<u>County Contribution</u>
0	0
1%	1%
2%	2%
3%	3%
4%	4%
5%	5%

\*County Cost for 1% 401K increase is \$406 (estimated) for the Solid Waste portion.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$470,192 GF \$38,032 Water \$1,217 SW	This amount assumes that all County non-LEO employees will contribute 5% as to receive the full County 5% match, to show the largest possible cost of the expansion to the County.
Operational		
Capital Outlay		
Total Expenditures		

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	<b>\$509,441</b>	Total cost to all 3 funds (GF, Water, SW)

# Request for Service Expansion

**Title of Service Expansion:** Solid Waste Cleanup Projects

**Name of Department:** Public Works – Solid Waste Division

**Purpose and Justification:** As more emphasis is placed on protecting the environment, illegal dumping has become less acceptable to many Beaufort County residents. Often, landowners are frustrated and unable to finance cleanup activities which they hope will prevent future illegal dumping occurrences. In some instances, direct action by the County may be the best option for cleaning up sites.

Funding for cleanup projects would be used to contract with service providers on an as needed basis. It is possible that some costs could be recouped from reimbursement by the property owner, grant funding, etc.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$20,000	Contracted cleanup services
Capital Outlay		
Total Expenditures	\$20,000	

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>		

## Request for Service Expansion

**Title of Service Expansion:** Periodic Roadside Cleanup

**Name of Department:** Public Works – Solid Waste Division

**Purpose and Justification:** The North Carolina Department of Transportation (NCDOT) is responsible for cleaning up litter within the right-of-way of a state-maintained road. Generally, there are two scheduled litter “sweeps” per year, in April and September. Outside of these scheduled times, litter pickup is handled “as needed” by NCDOT and there may be a delay in response time. Large scale clean-up projects provide even greater challenges.

While roadside litter occurs throughout the county, areas near solid waste collection sites tend to be more problematic. To help maintain cleaner roadsides near the sites, it is proposed to contract with a roadside cleanup provider to perform two services per year. The roadsides would be cleaned ½ mile in both directions of the entrance. It is hoped that these pick-ups could be scheduled around July and December to split the time between NCDOT litter sweeps.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$15,000	Contracted cleanup costs
Capital Outlay		
Total Expenditures	\$15,000	

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>	<b><i>\$15,000</i></b>	

## Request for Service Expansion

**Title of Service Expansion:** Solid Waste Enforcement Officer – Part Time

**Name of Department:** Public Works – Solid Waste Division

**Purpose and Justification:** The County frequently receives notice of littering, illegal dumping, and other violations from citizens.

A Solid Waste Enforcement Officer would be a front line of defense in combatting illegal dumping and other forms of improper management of solid wastes. The enforcement officer would be responsible for receiving, processing, investigating, and ultimately resolving solid waste complaints submitted by citizens or discovered by their own observation. The officer would enforce the current Solid Waste ordinance and coordinate with other agencies to address areas of need. Finally, the officer would assist in ensuring that cleanup is performed by the appropriate responsible parties. The Solid Waste Enforcement Officer would report to the Deputy Public Works Director.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$19,033	\$17/hour for 20 hours/week + FICA & Medicare – per salary worksheet
Operational	\$7,000	Uniforms, fuel, laptop, equipment for truck, maintenance, and repair costs for vehicle transfer from BCWD
Capital Outlay		
Total Expenditures	\$26,033	

<b>Revenue to offset Costs</b>		
<b><i>Total Cost of Service Expansion</i></b>	<b><i>\$26,033</i></b>	

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Administrative Charges to General Fund  
Fiscal Year 2022-2023

Basis	General	General Percent Share	Water	Water Percent Share	Solid Waste	Solid Waste Percent Share	Total
1 Board	372,780	92.50%	20,150	5.00%	10,075	2.50%	403,005
2 Administration	596,466	92.50%	32,241	5.00%	16,121	2.50%	644,828
3 Human Resources	245,798	92.66%	19,462	7.34%	-	0.00%	265,260
4 Finance	581,496	78.64%	147,891	20.00%	10,067	1.36%	739,453
5 Information Technology	276,231	87.69%	35,538	11.28%	3,231	1.03%	315,000
6 Tax/Solid Waste Bills	14,332	50%	-	0.00%	14,332	50%	28,664
7 Tax/Solid Waste Collections	29,980	50%	-	0.00%	29,980	50%	59,959
8 Rent	-		23,295		35,584		58,879
Total	\$ 2,117,082		\$ 278,578		\$ 119,389		\$ 2,515,048

1 Based on estimated time spent on governance

2 Based on estimated Manager/Clerk/Safety Risk Manager's time

3 Based on the number of employees by fund

4 Based on the number of invoices paid by fund

5 Based on the number of computers by fund

6 Based on splitting actual cost of mailing annual bills 50/50

7 Based on 50% of one tax collection position

8 Based on \$15 sq. foot/yr. for Water; SW is based on avg. of rent paid to outside vendors for other convenience sites

# Return Check Fee

Definition/Comments – Administration fee for processing a check that has been returned and not paid by the drawer’s financial institution as in accordance with G.S. 506, 25-3-512.

Fees Charged - \$25

Revenue code – 10-0600-433100

# Tax Collection Fee

Definition/Comments – Administration fee in the amount of 2% charged to municipalities and other taxing authorities for collecting and distributing real and personal taxes.

Fees Charged – 2%

## Copies – Administration Office

Definition/Comments – 10 or less non-certified copies are free of charge. After 10 pages, it is \$0.10 per page.

Fees Charged – First 10 copies – free  
After 10 copies - \$0.10 per copy

Revenue Code – 10-0600-489000

## Elections

Data Disks (any data put on a disk)	\$10.00
Registration Lists	\$.03 per page
All other copies (except registration lists)	\$.10 per page
Reimbursement for municipal elections	Actual Costs

\*\*Anything under \$1.00 is not charged.

# Beaufort County

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## Emergency Management, Fire Marshal & Emergency Services

**Fire Inspection Fee for Business**

**\$25.00 per inspection**

Some require annual and some require inspections every three years as established in the Fire Code.

Revenue Code – 10-0300-433300

## Beaufort County Animal Control Fee Schedule 2023-2024

Description		Fee	Code
<b>Citations</b>			
Animal Cruelty:	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	
Abandonment:	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	
Tethering Violation:	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	
Teasing or Molesting Animals:	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	

Feeding or Harboring	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
Stray Animals:	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	
Nuisance:	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	
Collar & Identification:	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	
Livestock at Large:	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	
Fowl at Large:	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	

Dangerous Dog	1 <sup>st</sup> Offense	\$100.00	100400-438000
Violation:	2 <sup>nd</sup> Offense	\$150.00	
	3 <sup>rd</sup> Offense	\$200.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	

Failure to Vaccinate	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
For Rabies:	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	

Interference:	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	

### **Impoundment and Boarding**

Cat or Dog	\$ 25.00 impoundment per animal	100400-438000
	\$ 8.00 per day boarding per animal	100400-438000

### **Rabies Vaccine**

Cat or Dog	\$10.00 1 year vaccination only	100400-438000
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## Beaufort County Animal Control Fee Schedule 2023-2024

<u>Description</u>		<u>Fee</u>	<u>Code</u>
<b>Adoption</b>			
Cat	Altered	\$20.00	100400-438000
	Unaltered	\$55.00	100000-325000
Dog	Altered	\$20.00	100400-438000
	Unaltered	\$75.00	100000-325000



## Beaufort County Health Department Fee Schedule FY 23-24

Definition/Comments – Fees for health department clinical and environmental health services

**Clinical Service Fees:**

- \*Indicates Medicaid billing only; UD modifiers also indicate Medicaid billing only
- Outside labs identified with 90 modifier that have a fee associated are only billed to Self-Pay and Private Insurance clients (LabCorp bills Medicaid directly)

CPT	Description	Fee
0001A	1st dose COVID-19 Pfizer Vaccine Administration Fee	\$20.00
0002A	2nd dose COVID-19 Pfizer Vaccine Administration Fee	\$30.00
0003A	3rd dose COVID-19 Pfizer Vaccine Administration Fee	\$30.00
0004A	Pfizer Booster Vaccine Administration Fee	\$30.00
0011A	1st dose COVID-19 Moderna Vaccine Administration Fee	\$20.00
0012A	2nd dose COVID-19 Moderna Vaccine Administration Fee	\$30.00
0013A	3rd dose COVID-19 Moderna Vaccine Administration Fee	\$30.00
0031A	Janssen COVID-19 Vaccine Administration Fee	\$30.00
0034A	Janssen Booster Vaccine Administration Fee	\$30.00
0041A	Novavax 1st dose Vaccine Administration Fee	\$20.00
0042A	Novavax 2nd dose Vaccine Administration Fee	\$30.00
0064A	Moderna Booster Vaccine Administration Fee	\$30.00
0071A	Pfizer Peds 1st dose Vaccine Administration Fee	\$20.00
0072A	Pfizer Peds 2nd dose Vaccine Administration Fee	\$30.00
0074A	Pfizer Peds Booster Vaccine Administration Fee	\$30.00
0081A	Pfizer 6mo-4 Vaccine Administration Fee	\$20.00
0082A	Pfizer 6mo-4 Vaccine Administration Fee	\$30.00
0083A	Pfizer 6mo-4 Vaccine Administration Fee	\$30.00
0124A	Pfizer Booster Vaccine Administration Fee	\$30.00
0134A	Moderna Booster Vaccine Administration Fee	\$30.00
0154A	Pfizer Peds Booster 5-11 year Administration Fee	\$30.00
0173A	Pfizer 6mo-4 Vaccine Administration Fee	\$30.00
10060	Incision & Drainage Abscess Simple/Single	\$159.00
10120	Incision & Removal Foreign Body Subcutaneous Tissue Simple	\$181.00
10121	Incision & Removal Foreign Body Subcutaneous Tissue complicated	\$302.00
10140	Incision & Drainage Hematoma Seroma/Fluid Collection	\$187.00
11055	Paring/Cutting Benign Hyperkeratotic Lesion single	\$45.00
11056	Paring/Cutting Benign Hyperkeratotic Lesion (2-4)	\$54.00
11100	Biopsy Skin Subcutaneous (including simple closure) single lesion	\$76.00
11101	Biopsy Skin Subcutaneous each additional lesion	\$25.00
11200	Removal Skin Tags Multiple Fibro-cutaneous Tags Any Area up to and including 15 lesions	\$96.00

11201	Removal Skin Tags Multiple Fibro-cutaneous Tags Any Area each additional 10 lesions	\$28.00
11300	Shaving Skin Lesion single Trunk/Arm/Leg 0.5cm or less than	\$87.00
11301	Shaving Skin Lesion single Trunk/Arm/Leg 0.6-1.0 cm	\$110.00
11302	Shaving Skin Lesion single Trunk/Arm/Leg 1.1-2.0 cm	\$124.00
11303	Shaving Skin Lesion single Trunk/Arm/Leg >2 cm	\$151.00
11305	Shaving Skin Lesion single Scalp/Neck/Head/Feet/ Genitalia 0.5 cm or less	\$87.00
11306	Shaving Skin Lesion single Scalp/Neck/Head/Feet/ Genitalia 0.6-1.0 cm	\$108.00
11307	Shaving Skin Lesion single Scalp/Neck/Head/Feet/Genitalia 1.1-2.0 cm	\$124.00
11308	Shaving Skin Lesion single Scalp/Neck/Head/Feet/Genitalia >2cm	\$132.00
11310	Shaving Skin Lesion single Face/Ear/Eyelid/Nose/Lips/ Mucous membrane 0.5 cm or less than	\$105.00
11311	Shaving Skin Lesion single Face/Ear/Eyelid/Nose/Lips/Mucous membrane 0.6-1.0 cm	\$116.00
11312	Shaving Skin Lesion single Face/Ear/Eyelid/Nose/Lips/Mucous membrane 1.1-2.0 cm	\$139.00
11313	Shaving Skin Lesion single Face/Ear/Eyelid/Nose/Lips/mucous membrane >2.0 cm	\$175.00
11730	Avulsion Nail Plate Partial Or complete Simple/Single	\$112.00
11740	Evacuation Subungual Hematoma	\$76.00
11750	Excision Nail Matrix partial or complete for Permanent Removal	\$231.00
11981	Insertion Drug Implant Device	\$226.00
11982	Remove Drug Implant Device	\$242.00
11983	Removal w// Reinsertion of Implant Device	\$354.00
12001	Simple Repair of superficial wounds of Scalp/Neck/Axillae/Genitalia/Trunk (including hands and feet) 2.5 cm or less	\$189.00
12002	Simple Repair of superficial wounds of Scalp/Neck/Axillae/Genitalia/Trunk (including hands and feet) 2.6-7.5 cm	\$227.00
12011	Simple Repair of superficial wounds Face/Ears/Eyelids/Nose /Lips/Mucous membrane 2.5cm or less	\$223.00
12013	Simple Repair of superficial wounds Face/Ears/Eyelids/Nose /Lips/Mucous membrane 2.6-5.0 cm	\$268.00
12031	Repair Intermediate wounds of Scalp/Axillae/Trunk/Extremities 2.5 cm or less	\$258.00
12032	Repair Intermediate wounds of Scalp/Axillae/Trunk/Extremities 2.6-7.5 Cm	\$337.00
12041	Repair Intermediate Neck/Hands/Feet/external Genitalia	\$286.00
12042	Repair Intermediate Neck/Hands/Feet/external Genitalia	\$328.00
12051	Repair Intermediate Face/Ears/Eyelids/Nose/Lips&/Mucous membrane 2.5 cm or less	\$328.00
12052	Repair Intermediate Face/Ears/Eyelids/Nose/Lips&/Mucous membrane 2.6-5.0 cm	\$350.00
16000	Initial Treatment 1st Degree Burn Local	\$98.00
16020	Dressing/Debridement of partial thickness burns, initial or subsequent, small less than 5% of body surface area	\$130.00
17000	Destruction Premalignant Lesion 1st	\$85.00
17003	Destruction Premalignant Lesion, second through 14 lesions	\$13.00
17110	Destruction Benign Lesions Up To 14	\$139.00
17111	Destruction Benign Lesions 15 or more lesions	\$156.00
17250	Chemical Cauterization Granulation Tissue	\$102.00
2000F	Blood Pressure Monitoring (Inc. referral & follow up)	Flat Fee \$10.00
20552	Injection Single/Multiple Trigger Point 1 -2 muscles	\$93.00
20600	Arthrocentesis Aspiration and or/Injection Small Joint/Bursa without ultrasound guidance	\$81.00

20605	Arthrocentesis Aspiration/and or Injection Intermediate Joint/Bursa without ultrasound guidance	\$90.00
20610	Arthrocentesis Aspiration and or Injection Major Joint/Bursa without ultrasound guidance	\$117.00
29105	Application of Long Arm Splint Shoulder to Hand	\$167.00
29125	Application of Short Arm Splint Forearm to Hand	\$120.00
29130	Application of Finger Splint Static	\$67.00
30300	Removal Foreign Body Intranasal Office Type Procedure	\$294.00
36415	Venipuncture	\$10.00
46900	Destruction of lesion(s), anus, simple	\$161.00
46924	Destruction of lesion(s), anus, extensive	\$360.00
51701	Insertion of Non-indwelling Bladder Catheter	\$99.00
54050	Destruction of lesion(s), male genitals, simple	\$99.00
54065	Destruction of lesion(s), male genitals, extensive	\$169.00
56501	Destruction of lesion(s), female genitals, simple	\$101.00
56515	Destruction of lesion(s), female genitals, extensive	\$172.00
57150	Condylomata treatment	\$86.00
57170	Diaphragm Fitting	\$120.00
58300	IUD Insertion	\$161.00
58301	IUD Removal	\$180.00
59025	Fetal Non-Stress Test	\$82.00
59425	AntePartum Care 4-6 Visits	\$1,200.00
59426	AntePartum Care, 7+	\$2,300.00
59430	Post-Partum Care	\$202.00
65205	Removal Foreign Body , external eye, Conjunctival Superficial	\$82.00
69200	Removal of Foreign body from external Auditor Cana without Anesthesia	\$173.00
69210	Removal Impacted Cerumen requiring Instrumentation , unilateral	\$88.00
80048-90	Basic Metabolic Panel Calcium Total	\$40.00
80050-90	General Health Panel	\$15.00
80051-90	Electrolyte Panel	\$9.00
80053-90	Comprehensive Metabolic Panel	\$6.00
80061-90	Lipid Panel	\$45.06
80069-90	Renal Function Panel	\$35.00
80074-90	Acute Hepatitis Panel	\$21.00
80076-90	Hepatic Function	\$8.00
80305	POC Urine	\$0.00
80307-90	Urine Drug Screen	\$0.00
81000	Urinalysis Dip Stick/Tablet Reagent Non-Automated with microscopy	\$10.00
81001	Urinalysis Dip Stick/Tablet Reagent Automated with Microscopy	\$18.00
81002	Urinalysis Dip Stick/Tablet Reagent Non-Automated Without microscopy	\$7.50
81003	Urinalysis w/o Microscope Automated	\$8.00
81025	Pregnancy Test - Urine	\$18.00
82040-90	Albumin Serum ,Plasma or Whole Blood	\$7.00
82043-90	Albumin Urine or other source quantitative each specimen	\$7.00
82120	Amine Test	\$10.00
82150-90	Assay Of Amylase	\$5.00

82247-90	Bilirubin Total	\$14.00
82248-90	Bilirubin Direct	\$7.00
82274	Fecal Occult Blood	\$30.00
82306-90	Vitamin D, 25 Hydroxy Includes Fractions If Performed	\$15.00
82310-90	Calcium Total	\$7.00
82374-90	Carbon Dioxide Bicarbonate	\$7.00
82435-90	Chloride, Blood	\$6.00
82465-90	Cholesterol Serum/Whole Blood ,Total	\$12.00
82550-90	Creatinine, Kinase Total	\$5.00
82565-90	Creatinine, Blood	\$7.00
82575-90	Creatinine Clearance	\$10.00
82607-90	Cyanocobalamin Vitamin B-12	\$20.00
82670-90	Assay Of Estradiol	\$5.00
82672-90	Assay Of Estrogens Total	\$5.00
82677-90	Assay Of Estriol	\$5.00
82728-90	Assay Of Ferritin	\$18.00
82746-90	Assay Of Folic Acid Serum	\$19.00
82947	Glucose -- Venous	\$12.00
82948	Glucose Blood Reagent Strip	\$8.74
82950	Glucose -- 1HR	\$21.00
82951	Glucose Tolerance Test	\$46.00
82952	GTT 4th Specimen	\$16.00
82962	Glucose -- Monitoring Device	\$10.00
83001-90	Gonadotropin Follicle Stimulating Hormone	\$6.00
83002-90	Gonadotropin Luteinizing Hormone	\$24.00
83018-90	Heavy Metal Quantitative Each	\$5.00
83020-90	Hemoglobin Fractionation/Quantitation Electrophoresis	\$0.00
83036	Hemoglobin (Hb) A1c	\$20.00
83525-90	Assay Of Insulin, Total	\$5.00
83540-90	Assay Of Iron	\$9.00
83550-90	Iron Binding Capacity	\$12.00
83655	Lead Blood (Adult)	\$23.00
83690-90	Assay Of Lipase	\$4.00
83718-90	Lipoprotein Direct Measurement High Density Cholesterol	\$11.00
84075-90	Assay Of Phosphatase Alkaline	\$7.00
84132-90	Potassium Serum ,Plasma or Whole Blood	\$6.00
84144-90	Assay Of Progesterone	\$5.00
84146-90	Assay Of Prolactin	\$5.00
84152-90	Assay Of Prostate Specific Antigen (PSA)Complexed	\$5.00
84153-90	Assay Of Prostate Specific Antigen(PSA), Total	\$5.00
84155-90	Protein except Refractometry Serum Plasma or whole blood	\$5.00
84295-90	Sodium, Serum Plasma Or Whole Blood	\$7.00
84402-90	Assay Of Testosterone Free	\$30.00
84403-90	Assay Of Testosterone Total	\$30.00
84436-90	Assay Of Thyroxine Total	\$8.00

84439-90	Assay Of Free Thyroxine	\$12.00
84442-90	Assay Of Thyroxine Binding Globulin	\$5.00
84443-90	Assay Of Thyroid Stimulating Hormone (TSH)	\$21.00
84450-90	Transferase Aspartate Amino (AST) (SGOT)	\$7.28
84460-90	Transferase Alanine Amino (Alt) (SGPT)	\$7.00
84478-90	Assay Of Triglycerides	\$8.00
84479-90	Thyroid Hormone(T3 or T4) Uptake or Thyroid Hormone Binding ratio	\$8.00
84480-90	Assay Of Triiodothyronine T3 Total Tt3	\$19.00
84520-90	Assay Of Urea Nitrogen Quantitative	\$5.00
84550-90	Assay Of Blood/Uric Acid	\$3.00
84681-90	Assay Of C-Peptide	\$5.00
84702-90	Gonadotropin Chorionic Quantitative	\$12.22
84703-90	Gonadotropin Chorionic Qualitative	\$20.18
85007	Blood Count Smear Microscopic exam With /Manual Differential WBC count	\$11.00
85008	Blood Count Smear Microscopic W/O Manual Differential WBC count	\$13.00
85018	Hemoglobin	\$10.00
85025-90	CBC with Differential	\$4.00
85027	Blood Count Complete Automated	\$23.00
85045-90	Blood Count Reticulocyte Automated	\$6.00
85245-90	Clotting Factor VII VW factor, ristocetin cofactor	\$5.00
85246-90	Clotting Factor VIII VW Factor Antigen	\$5.00
85420-90	Fibrinolytic Factors & Inhibitors , plasminogen, except antigenic assay	\$5.00
85610-90	Prothrombin Time	\$6.00
85651-90	Sedimentation Rate RBC Non-Automated	\$9.42
85652-90	Sedimentation Rate RBC Automated	\$7.40
85730-90	Thromboplastin Time Partial Plasma/Whole	\$6.00
86003-90	Allergen Specific IgE Quantitative /Semiquantative each allergen	\$5.00
86038-90	Antinuclear Antibodies (ANA)	\$4.00
86140-90	C-Reactive Protein	\$5.00
86141-90	C-Reactive Protein High Sensitivity	\$5.00
86200-90	Cyclic Citrullinated Peptide( CCP) Antibody	\$5.00
86225-90	DNA Antibody Native/Double Stranded	\$32.23
86280-90	Hemagglutination Inhibition Test (HAI)	\$5.00
86308-90	Heterophile Antibodies, Screen	\$23.00
86317-90	Hepatitis B Surface Antibody (Hepatitis B Titer)	\$50.00
86336-90	Inhibin A	\$5.00
86341-90	Islet Cell Antibody	\$5.00
86376-90	Microsomal Antibodies ,Each	\$5.00
86382	Rabies Titer	\$55.00
86430-90	Rheumatoid Factor ,Qualitative	\$5.00
86431-90	Rheumatoid Factor, Quantitative	\$5.00
86580	TB Skin Test	Flat Fee \$16.00
86592	RPR	\$10.00
86593-90	Syphilis Test Quantitative	\$0.00
86615-90	Antibody Bordetella	\$5.00

86618-90	Antibody Borrelia Burgdorferi (Lyme Disease)	\$5.00
86677-90	Antibody Helicobacter Pylori	\$5.00
86695-90	Antibody Herpes Simplex Type 1	\$17.00
86696-90	Antibody Herpes Simplex Type 2	\$25.00
86704-90	Hepatitis B Core Antibody (HBcAB); Total	\$6.00
86706-90	Hepatitis B Surf Antibody (HBsAb)	\$5.00
86708-90	Hepatitis A Ab, Total	\$10.00
86709-90	Hepatitis A Ab, IgM	\$10.00
86735-90	Mumps Titer (MMR Immunity Profile)	\$10.00
86753-90	Antibody Protozoa, not elsewhere specified	\$5.00
86762-90	Rubella Titer (MMR Immunity Profile)	\$10.00
86765-90	Measles Titer (MMR Immunity Profile)	\$10.00
86787-90	Varicella Titer	\$12.00
86800-90	Thyroglobulin Antibody	\$5.00
86803-90	Hepatitis C Antibody	\$0.00
86850-90	Antibody Screening	\$8.00
86870-90	Antibody Identification RBC antibodies each panel for each serum technique	\$0.00
86900-90	Blood Typing ABO	\$12.00
86901-90	Blood Typing Serologic Rh (D)	\$4.00
86904-90	Blood Typing antigen screening for compatible unit using patient serum, per unit screened	\$0.00
87040-90	Culture Bacterial Blood Aerobic With isolation and presumptive identification of isolates	\$5.00
87045-90	Culture Bacterial, Stool Aerobic with isolation and preliminary examination , salmonella and shigella species	\$5.00
87046-90	Culture Bacteria Stool Aerobic additional pathogens, isolation and presumptive identification of isolates, each plate	\$5.00
87070-90	Culture Bacteria , any other source except urine,blood or stool with isolation and presumptive identification of isolates	\$17.00
87081-90	Culture Presumptive Pathogenic Organisms Screening only	\$18.16
87086-90	Urine Culture	\$10.00
87088-90	Culture bacterial, with isolation and presumptive identification of each isolate,urine	\$23.00
87110-90	Culture Chlamydia Any Source	\$0.00
87150-90	GroupB Beta Strep	\$47.00
87164-90	Dark Field Exam Any Source, includes specimen collection	\$9.00
87177-90	Ova & Parasites Direct Smears Concentration	\$5.00
87184-90	Susceptibility Study Antimicrobial Disk per plate	\$19.00
87205-90	Smear Primary Source with interpretation Gram/Giemsa Stain for bacteria, fungi or cell types	\$17.00
87209-90	Smear Primary Source Complex Special Stain Ova & Parasite	\$5.00
87210	Wet Mount	\$12.00
87220	Tissue examination by KOH Slide from sample of skin, hair nails for fungi or ectoparasite ova or mites (scabies)	\$16.00
87329-90	Infectious agent antigen detection by immunoassay technique EIA Giardia	\$5.00
87340-90	Infectious agent antigen detection by immunoassay technique EIA Hep B surface antigen (HBeAg)	\$4.00

87389-90	Infectious agent antigen detection by immunoassay technique EIA W/Hiv-1 & Hiv-2 Antibody	\$0.00
87420-90	Infectious agent antigen detection by immunoassay technique EIA Respiratory Syncytial Virus	\$32.96
87426	Infectious Agent Antigen Detection by Immunoassay	\$45.00
87427-90	Infectious agent antigen detection by immunoassay technique EIA Shiga-Like Toxin	\$5.00
87491-90	Infectious Agent detection by nucleic acid Chlamydia Trachomatis Amplified Probe technique	\$0.00
87522-90	Infectious Agent detection by nucleic acid Hepatitis C Quantification includes Reverse Transcription when performed	\$100.00
87528-90	Infectious Agent detection by nucleic acid Herpes Simplex Virus Direct Probe T	\$0.00
87591-90	Infectious Agent detection by nucleic acid Neisseria Gonorrhoeae Amplified Probe	\$0.00
87593-90	Infectious agent detection by nucleic acid Mordypox Virus	\$77.00
87624-90	HPV High Risk Strain	\$30.00
87635	COVID-19 Testing	\$95.31
87801	Infectious Agent detection by nucleic acid Multiple Organisms Amplified Probe	\$92.00
87804	Infectious Agent detection by immunoassay with direct optical observation Influenza	\$22.00
87850-90	Infectious Agent detection by immunoassay with direct optical observation Neisseria Gonorrhoeae	\$14.00
87880	Infectious Agent detection by immunoassay with direct optical observation Streptococcus Group A	\$32.96
87902-90	Infectious agent genotype analysis by nucleic acid; Hepatitis C Virus	\$112.00
88175-90	Pap Smear (Non-Medicaid Only)	\$22.00
90378	Respiratory Syncytial Virus, monoclonal antibody recombinant intramuscular use 50 Mg	\$1,832.00
90460	Immunization first component, with counseling	\$21.00
90461	Immunization additional components, with coun.	\$11.00
90471	Immunization Update 1 Unit	\$22.50
90471EP	Immunization Update 1 Unit (Children)	\$22.50
90472	Immunization Update 2+ Units (use w/ 90471)	\$15.00
90472EP	Immunization Update 2+ Units (use w/90471) Children	\$15.00
90473 EP	Immunization Administration - Oral Vaccine	*\$12.00
90474 EP	Immunization Administration - Oral & Injectable	*\$8.00
90619	Meningococcal (MenQuadfi)	\$160.00
90633	Hepatitis A	\$33.00
90636	Twinrix (Hepatitis A / Hepatitis B)	\$106.00
90648	HIB	\$30.00
90649	Gardasil/HPV	\$215.00
90651	Gardasil 9	\$255.00
90657	Influenza	\$12.50
90658	Influenza – (3yr and above)	\$12.50
90662	Influenza High Dose	\$43.00
90670	Pneumococcal Prevnar	\$215.00
90675	Rabies – Intramuscular (pre/post)	\$300.00
90677	Prevnar 20	\$263.00
90680	Rotavirus	\$118.00

90685	Influenza	\$12.50
90686	Influenza	\$12.50
90687	Influenza	\$12.50
90688	Influenza	\$12.50
90696	Kinrix (Dtap/IPV)	\$55.00
90698	Pentacel (Dtap/IPV/Hib)	\$105.00
90700	DTaP	\$28.00
90707	MMR (Mumps, Measles, Rubella)	\$90.00
90710	MMRV (Mumps, Measles, Rubella, Varicella)	\$125.00
90713	IPV	\$40.00
90714	Td (Tetanus)	\$35.00
90715	Tdap	\$45.00
90716	Varicella	\$163.00
90732	Pneumococcal	\$115.00
90744	Hepatitis B Pediatric	\$25.00
90746	Hepatitis B (Adult)	\$65.00
90772	Therapeutic Prop Diaj Injec	\$39.73
90782	Injection	\$20.00
90785	Interactive Add on	\$18.00
90791	Psychiatric Evaluation	\$129.00
90792	Psychiatric Evaluation with medical services	\$248.00
90832	Psychotherapy 16-37 min	\$95.00
90834	Psychotherapy 38-52 min	\$110.00
90837	Psychotherapy 53+ min	\$125.00
90839	Psychotherapy for crisis 30-74 min	\$145.00
90840	Psychotherapy for crisis, each additional 30 minutes beyond 74 min	\$95.00
90846	Family therapy without client	\$114.00
90847	Family therapy with client	\$135.00
90849	Group therapy (multi-family)	\$95.00
90853	Group therapy (other than of a multi-family group)	\$46.00
92002	Ophthalmological Medical exam and evaluation with initiation of diagnostic and treatment , program, intermediate new patient	\$81.00
92012	Ophthalmological Medical exam and evaluation with initiation of diagnostic and treatment , Intermediate Established patient	\$81.00
92551	Screening Test Pure Tone Air Only	\$22.00
92567	Tympanometry	\$35.00
92587	Distortion Product Evoked Otoacoustic Emissions, limited evaluation with interpretation and report	\$74.00
93000	Electrocardiogram Routine Ecg W/Least 12 Leads with interpretation and report	\$50.00
93040	Rhythm ECG 1-3 Leads With Interpretation and report	\$28.00
93041	Rhythm ECG 1-3 Leads tracing only without Interpretation and report	\$40.00
94010	Spirometry expiratory flow rate measurements, with or without maximal voluntary ventilation	\$47.00
94060	Bronchodilation Responsiveness Spirometry Pre & Post-Bronchodilator Administration	\$82.00
94640	Pressurized/ Non-pressurized Inhalation Treatment	\$31.00

94664	Demo&/Evaluation Of Patient Utilization of Generator/Nebulizer/Inhaler	\$39.00
94760	Noninvasive Ear/Pulse Oximetry, for oxygen saturation Single Determination	\$8.00
95115	Professional services for allergen immunotherapy ,not including provision of allergenic extracts, single injection	\$17.00
95117	Professional services for allergen immunotherapy ,not including provision of allergenic extracts,2 or more injections	\$23.00
96101	Psychological Testing Per hour , includes administration interpret and report	\$81.00
96110	Developmental Screen With/Scoring & Documentation, per standardized instrument	\$19.00
96111	Developmental Testing W/Interpretation & Report	\$121.00
96127	Brief emotional or behavior assessment	\$8.00
96160	Administration Of Patient-Focused Health	\$19.00
96372	Injection - 17P	*25.00
97802	Medical Nutrition, Initial Assess. & Intervention	\$38.00
97803	Medical Nutrition, Individual, Subsequent	\$34.00
97804	Medical Nutrition, Group 2 or more	\$25.00
98960	Education & Training Self-Management non-physician, using standardized curriculum face to face , each 30 minutes individual patient	\$25.00
98961	Education & Training Self-Management Non physician 2-4 patients	\$24.00
99000	Specimen Collection & Handling	\$14.00
99024	Postop Follow Up Visit Related To Origin	\$73.65
99058	Service Provided Emergency Basis In Office , which disrupts other scheduled office services, in addition to basic service	\$41.00
99070	Supplies & Materials Provided By the physician or QHP over and above those usually included with the office visit or other services related	\$15.00
99080	Special Reports such as insurance forms, more than the information conveyed in the usual communications or standard reporting form	\$36.05
99173	Screening Test of Visual Acuity Quantitative bilateral	\$21.00
99201	Office Visit I	\$72.00
99202	Office Visit II	\$110.00
99203	Office Visit III	\$161.00
99204	Office Visit IV	\$241.00
99205	Office Visit V	\$307.00
99211	Office Visit I	\$40.00
99212	Office Visit II	\$68.00
99213	Office Visit III	\$100.00
99214	Office Visit IV	\$153.00
99215	Office Visit V	\$224.00
99241	Office Consultation Level 1	\$110.00
99242	Office Consultation Level 2	\$178.00
99243	Office Consultation Level 3	\$230.00
99244	Office Consultation Level 4	\$331.00
99245	Office Consultation Level 5	\$414.00
99354	Prolong Svc Office O/P Dir Contact 1st Hr	\$116.00
99381	Initial Preventive Medicine New Patient age younger than1 year	\$148.00
99382	Initial Preventive Medicine New Pt Age 1- 4 years	\$153.00

99383	Initial Preventive Medicine New Pt Age 5-11 years	\$153.00
99384	Office Visit 12-17 YR	\$195.00
99385	Office Visit 18-39 YR	\$199.00
99386	Office Visit 40-64 YR	\$230.00
99387	Office Visit 64+ YR	\$247.00
99391	Periodic Preventive Med Established Patient age younger than 1 year	\$140.00
99392	Periodic Preventive Med Est Patient 1-4years	\$142.00
99393	Periodic Preventive Med Est Patient 5-11 years	\$142.00
99394	Office Visit 12-17 YR	\$168.00
99395	Office Visit 18-39 YR	\$170.00
99396	Office Visit 40-64 YR	\$186.00
99397	Office Visit 64+ YR	\$202.00
99401	Preventive Med. Counseling 15 Minutes	\$45.00
99402	Preventive Med Counseling 30 Minutes	\$79.00
99406	Tobacco Cessation Counseling (3-10 min)	\$19.00
99407	Tobacco Cessation Counseling (10+ min)	\$37.00
99408	Alcohol/Substance Screen & Intervention 15-30 minutes	\$45.00
99409	Alcohol/Substance Screen & Intervention greater than 30 minutes	\$90.00
99411	Preventive Medicine Counseling Group 30 min	\$27.00
99412	Preventive Medicine Counseling Group 60 min	\$33.00
99417	Prolonged Office Visit	\$32.00
99441	Telephone evaluation and management service. 5-10 min. of medical discussion	\$43.00
99442	Telephone evaluation and management service. 11-20 min. of medical discussion	\$72.00
99443	Telephone evaluation and management service. 21-30 min. of medical discussion	\$105.00
99455	Work Related or medical disability examination by the treating physician	\$118.00
99499	CDL Exam	\$90.00
99501	Maternal Assessment Home Visit	*86.00
99502	Newborn Assessment Home Visit	*\$89.00
90471EP	Immunization Update 1 Unit (Children)	\$22.50
90472EP	Immunization Update 2+ Units (use w/90471) Children	\$15.00
D0145	Oral Evaluation for a patient under 3 years of age and counseling with primary caregiver	\$42.00
D1206	Topical application of fluoride varnish	\$19.00
G0008	Medicare/BCBS Influenza Admin Fee	\$22.50
G0009	Medicare/BCBS Pneum. Admin Fee	\$22.50
G0010	Medicare/BCBS Hepatitis B Admin Fee	\$22.50
G0103	Prostate cancer Screening (PSA) prostate specific antigen test	\$55.69
G0108	Diabetes Outpatient Self-Management Individual	\$55.00
G0109	Diabetes Outpatient Self-Management Group 2 or more	\$25.00
G0179	Physician Recertification for Medicare covered home health services	\$0.00
G0180	Physician Certification for Medicare home health services	\$0.00
G0270	Medical Nutrition Therapy; Reassess Individual	\$35.00
G0271	Medical Nutrition Therapy; Reassess Group	\$20.00
G0402	Initial Preventive physical Exam face to face	\$239.00
G0438	Annual wellness visit includes personalized prevention plan of service , Initial Visit	\$239.00

G0439	Annual wellness visit includes personalized prevention plan of service , subsequent Visit	\$175.00
<del>G0480-90</del>	Urine Drug Screen Define	\$0.00
G9873	1ST MDPP core session	\$38.00
<del>G9874</del>	4 MDPP core sessions attended	\$115.00
G9875	9 MDPP core sessions attended	\$191.00
<del>G9876</del>	2 MDPP core maintenance sessions attended in months 7-9; no weight loss	\$76.00
G9877	2 MDPP core maintenance sessions attended in months 10-12; no weight loss	\$76.00
<del>G9878</del>	2 MDPP core maintenance sessions attended in months 7-9; 5% weight loss	\$101.00
G9879	2 MDPP core maintenance sessions attended in months 10-12; 5% weight loss	\$101.00
<del>G9880</del>	5% weight loss in months 1-12	\$184.00
G9881	9% weight loss in months 1-24	\$38.00
<del>G9882</del>	2 MDPP ongoing maintenance sessions attended in months 13-15; maintained weight loss	\$57.00
G9883	2 MDPP ongoing maintenance sessions attended in months 16-18; maintained weight loss	\$57.00
<del>G9884</del>	2 MDPP ongoing maintenance sessions attended in months 19-21; maintained weight loss	\$58.00
G9885	2 MDPP ongoing maintenance sessions attended in months 22-24; maintained weight loss	\$58.00
G9890	Bridge payment	\$38.00
J0561	Penicillin G Benzathine Injection	\$4.00
J0696	Ceftriaxone Sodium Injection	\$20.00
J0702	Betamethasone Acetate & Sod Phosphate	\$1.13
<del>J1020</del>	Methylprednisolone 20 Mg Injection	\$2.50
J1030	Methylprednisolone 40 Mg Injection	\$4.50
<del>J1040</del>	Methylprednisolone 80 Mg Injection	\$9.50
J1050	Depo Provera	\$0.43/unit
J1050UD	Depo Provera	Acquisition
J1094	Injection Dexamethasone Acetate	\$1.16
J1100	Dexamethasone Sodium Phosphate	\$0.45
J1200	Diphenhydramine Hcl Injection	\$1.00
J1725	17P	*\$20/unit
J1885	Ketorolac Tromethamine Injection	\$0.50
J2001	Lidocaine Injection	\$0.50
J2550	Promethazine Hcl Injection	\$1.50
<del>J2790</del>	Rhogram Injection	\$114.00
J2930	Methylprednisolone Injection	\$3.00
<del>J3250</del>	Trimethobenzamide Hcl Injection	\$4.50
J3301	Triamcinolone Acet Injection Not otherwise specified	\$1.50
<del>J3410</del>	Hydroxyzine Hcl Injection	\$1.14
J3420	Vitamin B12 Injection	\$0.50
J7298	Mirena	\$744.00
J7298UD	Mirena	Acquisition
J7300	Paraguard	\$430.00
J7300UD	Paraguard	Acquisition
J7307	Nexplanon	\$714.00
J7307UD	Nexplanon	Acquisition
J7613	Albuterol Non-Comp Unit	\$32.00
LU102	Completion of Record of Tuberculosis Screening	N/C

LU201	Repeat Pap (Report Only)	N/C
LU402	Medicaid Co-Pay for Adult Immunizations	Flat Fee \$3.00
Q3014	Telemedicine Originating Site Facility Fee	\$40.00
S0280	Completion Pregnancy Risk Screening (Pregnancy Medical Home)	\$50.00
S0281	Postpartum Clinic Visit (Pregnancy Medical Home)	\$150.00
S4993	Birth Control Pills (per pack)	\$6.00
S4993UD	Birth Control Pills (per pack)	Acquisition
S9442	Childbirth Education Class	\$13.00/Hour
S9455	Diabetic Management Program	\$40.00
S9465	Diabetic Management Program, Dietitian Visit	\$40.00
S9470	Nutritional Counseling, Dietitian Visit	\$40.00
T1001	MC Skilled Nurse Home Visit (15 minutes per unit)	*\$128/Unit
T1002	TB Control Treatment (15 minutes per unit)	*\$93.00/Unit
T1002	STD Control Treatment (15 minutes per unit)	*\$93.00/Unit
N/A	Rabies Titer Shipping & Supplies Fee (Previously RabPak)	\$70.00
N/A	Minority Diabetes Prevention Program Fee	\$10.00
N/A	Return Check Fee	\$25.00
N/A	Urine Drug Screen	\$30.00
N/A	Oral Fluid Drug Screen	\$25.00
N/A	Hair Drug Screen	\$75.00
N/A	PPD Reading, Skin Test Performed by Other Facility	\$8.00

## Environmental Health Service Fees

Description	Fee
Site Evaluation for Wastewater System (Improvements Permit or Denial for new sites, 1 acre or less)	\$150.00
Revisit for Site not ready for inspection (new or existing lot evaluations)	\$25.00
Construction Authorization/ Operation Permit for new installation	\$125.00
Permit Revision ( If site plan or design flow changes)	\$125.00
Wastewater System Repair Permit (requested by owner)	\$50.00
Wastewater System Repair Permit (by complaint Investigation)	\$75.00
Existing System Re-use Inspection	\$75.00
Letter of Authorization for Mobile Home Park Site	\$30.00
<b>Operation Permits for systems under Management Entity</b>	
Less than 480 gallons per day	\$60.00
Greater than 480 gallons per day (valid for 5yrs)	\$120.00
Contractor Re-Inspection for Denied Installations	\$50.00
<b>Water Samples</b>	
Bacteriological (required well inspection)	\$40.00
Chemical	\$100.00
Pesticide	\$100.00
Petroleum	\$100.00
Lead	\$75.00
Nitrates	\$75.00
New Private Drinking Water Well Permit (includes sampling and inspections required)	\$250.00
Swimming Pool Annual Permit (per pool)	\$100.00
Swimming Pool Plan Review ( for new or remodel)	\$150.00
Swimming Pool Revisit (for failure at initial permitting annually)	\$50.00
Swimming Pool Lighting Evaluation (annually for pools with night swimming)	\$50.00
Tattoo Artist (Annual Fee)	\$200.00
Limited Food Service Establishment Permit (Annual Fee - calendar year)	\$75.00
Temporary Food Establishment (per event)	\$75.00
Food Safety Manager's Course: Class Instruction, Textbook, and Exam	\$140.00
Food Safety Manager's Course: Class Instruction & Exam (No Textbook)	\$110.00
Food Safety Manager's Course: Review & Exam Only	\$75.00
Establishment Plan Review (new construction)	\$250.00
Establishment Plan Review (existing establishment with changes to facility or changes to establishments in transitional permitting requiring review)	\$150.00
Engineered Option Permit Fee	30% of Cumulative total for Improvements Permit, Construction Authorization, and Operation Permits
Temporary Display Spa	\$75.00 plus \$25.00 each additional

Reference – NC GS §130A-39; Consolidated Agreement

Revenue Codes – Clinical Services have various revenue codes based on source and program (Restricted Federal Health 100221-XXXXXX and Sales and Service 100400-XXXX). Environmental Health fees utilize revenue codes 100400-447510 and 100400-447530.

# BEAUFORT COUNTY PLANNING AND INSPECTIONS

220 N MARKET STREET  
WASHINGTON, NC 27889

Phone 252/946-7182  
Fax 252/940-6154

## Public Notice

Effective January 6, 1998, Beaufort County implemented the following changes in the Building Inspections Department:

1. Construction Permits may now be paid in full or in part by each contractor.
2. Building Permit/Inspection Fee Schedule will be as follows:

### New Building Inspection Fee Schedule

Residential & Commercial -New and Additions

	Heated	Unheated
Building & Insulation	.09	.05
Electrical	.03	.02
Plumbing	.03	.02
HVAC	.03	.02
Open Sheds	.05	.05

Home Owner Recovery Fee \$10.00

Other Permits:

Mobile Homes

Singlewides	\$75.00
Doublewides	\$100.00
Triplewides & Modulares	same as per stick built
Fema Setup(Flood Zone)	\$25.00 in addition to regular permit

Solar Farms	\$ 0.25 per panel <b>Minimum Fee is \$200</b>
Insulation only	\$30.00
Open Sheds, Piers	\$30.00
Signs	\$30.00
Temp. or Pole Service	\$30.00
Change of Service	\$30.00
Large Agricultural Bldgs	Electrical Permit only: .03 x sq.ft.
Building & Fire Inspect Combined	\$75.00
<b>Minimum Fee</b>	<b>\$30.00</b>

**Re-inspection fee-** Additional inspections made necessary due to failure to comply with code requirements or the job not being ready when an inspection is requested will be charged a fee of \$30.00 payable prior to the final inspection being made.

### **Subdivision Fees**

Major subdivision: <i>Greater than 10 lots</i>	Preliminary \$50.00	Final \$50.00
<i>Greater than 50 lots</i>	\$50.00	\$100.00
Minor subdivision	Preliminary \$25.00	Final \$50.00

### **Mobile Home Park/Travel Trailer Fees**

Major MHP or Travel Trailer Park:	\$50.00
Minor MHP or Travel Trailer Park:	\$75.00

### **Printing Fees**

25" x "25 or larger:	\$5.00
8 ½" x 11"	\$1.00

Any questions please call the Beaufort County Department of Building Inspections at 252/946-7182 between the hours of 7:30am and 4:30pm

# REGISTER OF DEEDS

## FEES SCHEDULE – EFFECTIVE OCTOBER 1, 2011 as set by State of North Carolina

### Recording Real Estate Instruments

- Instruments except deeds of trust and mortgages \$26.00 first 15 pages /\$4 each add'l page
- Deeds of trust and mortgages \$64.00 first 35 pages / \$4 each add'l page
- Plats \$21.00 each sheet
- Nonstandard document \$25.00
- Multiple instruments as one, each \$10.00
- Satisfaction instruments No fee
- Add'l subsequent instrument index reference for assignments, each \$10.00
- \*Excessive recording data fee \$2.00 for each party listed in instrument in excess of 20 (GS 147-54.3) 10.1.2015

### UCC Records

- One or two pages in writing \$38.00
- More than two pages in writing \$45.00 up to 10 pages / \$2 each page over 10
- Response to written request for information \$38.00
- Copy of statement \$ 2.00 each page

### Vital Records (Birth/Death/DD214/Notary/Marriages)

- Marriage license \$60.00
- Delayed marriage certificate, with one certified copy \$30.00
- Application or license correction w/one certified copy \$20.00
- Marriage license certified copy \$10.00
- Recording military discharge No fee
- Military discharge certified copy as authorized No fee
- Birth certificate certified copy \$10.00
- Death certificate certified copy \$10.00
- Notary public oath \$10.00
- Delayed Birth certificate (after one year or more) \$20.00
- Birth record amendment \$10.00
- Death record amendment \$10.00
- Legitimations \$10.00

### Other Services

- Comparing copy for certification \$ 5.00
- Certified copies unless statute otherwise provides \$ 5.00 first page, \$2 each add'l page
- Uncertified copies \$ .25 -\$ 1.00 depending on the size of paper used.



## Beaufort County Sheriff's Office Fee Schedule

<b>Service Description</b>	<b>Amount</b>
Civil Paper Service	\$30
Concealed Weapons Permit	
New	\$80
Renewal	\$75
Fingerprinting	\$10

# BEAUFORT COUNTY WATER DEPT

Effective : July 1, 2023

## Tap-On Fee

- ¾" Meter (Short Service – 60 LF or less) \$ 1,100.00
- ¾" Meter (Long Service – 61 LF or more) \$ 1,900.00
- 1" Meter (Short Service – 60 LF or less) \$ 1,300.00
- 1" Meter (Long Service – 61 LF or more) \$ 2,100.00
- Meters larger than one inch Cost plus 20% with \$3,000 minimum

## Deposit

- ¾" Meter \$ 100.00
- 1" Meter \$ 100.00
- 2" Meter \$ 200.00

## Change of Occupancy Fee

\$ 50.00

## Reconnect Fee

\$ 50.00

## Late Fee

greater of \$4.00 or  
4% of outstanding balance

## Meter Test

- ¾" Meter \$ 50.00
- 1" Meter \$ 100.00

## Damage Fees

### 1<sup>st</sup> Occurrence

- Lock Based upon actual physical damage \$ 95.00
- MXU Cover \$ 95.00
- MXU \$ 235.00
- MXU & Meter \$ 420.00
- Entire Meter Assembly \$ 620.00
- Other damage \$ 620.00 + cost + 20%

### 2<sup>nd</sup> Occurrence

- Lock \$ 145.00
- MXU Cover \$ 145.00
- MXU \$ 285.00
- All others Current Tap Fee

## Move Meter

- Existing tap re-used \$ 400.00 + cost of service line  
greater than 20 feet + 20%
- New tap required  
¾" Meter (Short Service – 60 LF or less) \$ 550.00  
¾" Meter (Long Service – 61 LF or more) \$1,650.00

## Returned Check Fee

\$ 25.00

## Hydrant Meter

\$ 32.00/month, plus  
\$6.75 per 1,000 gallons

## Hydrant Meter Replacement

(whole meter or part of meter or damage)

Replacement cost plus 20%

## Copies

(1-10 copies free) then \$0.10 each



# BEAUFORT COUNTY WATER DEPT

## RATE SCHEDULE

*Effective: July 1, 2023*

### ALL DISTRICTS

A. Rural Residential

First 2,000	\$37.95 Minimum
All over 2,000	\$6.95/1,000 Gallons

B. Rural Commercial

First 2,000	\$44.50 Minimum
All over 2,000	\$6.95/1,000 Gallons

C. All Other

First 2,000	\$45.50 Minimum
All over 2,000	\$6.95/1,000 Gallons



**Beaufort County, North Carolina**  
**Department of Public Works**  
**Solid Waste Division**

111 West 2<sup>nd</sup> Street | Washington, North Carolina | 27889  
Phone (252) 975-0720 | [co.beaufort.nc.us](http://co.beaufort.nc.us)

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**FY2024 Solid Waste Fee Schedule**

Annual Solid Waste Fee	\$180 per household
Commercial Yard Waste Disposal Fee	\$30.00 per ton
Commercial After-Hours Landfill Access Card	\$10.00 per card (new & replacement)

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