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Manager's Budget Message

Fiscal Year 2019-2020

Recommended Budget

To: The Beaufort County Board of Commissioners

Date: May 13, 2019

This binder contains the County's FY 2019-2020 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 36 General Fund and 4 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 30, 2019 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 late January with instructions regarding continuation budget and service expansion submissions. Budget requests were returned to the Finance Department in early March. Individual department meetings were held in late March and 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 13, 2019. 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 3, 2019. 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 at a special called meeting on June 10, 2019. The budget must be adopted by June 30, 2019.

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. Although many areas of North Carolina are back above pre-recession levels, eastern North Carolina efforts to rebound are slower. Economic conditions are improving and fortunately the County has seen increases in some revenue streams, but there still hurdles to overcome.

- The recommended budget maintains the County ad valorem tax rate at \$0.615 for each \$100 of assessed valuation. At the assumed collection rate, this will generate approximately \$34.8M in property tax revenue.
- The recommended budget maintains all County services and programs provided in the prior year.
- The FY 19-20 recommended general fund budget of \$58,421,874, is \$66,919 or 0.1% less than the original FY 18-19 budget based on the County paying directly for the school SRO positions. In the previous year, the SRO funding was sent to the school system and it then came back to the County from the school system to pay for the SRO positions. This was done to maximize potential grant funding opportunities from the State. Adding the funds back to the FY 19-20 budget to show a true comparison to FY 18-19, the general fund budget is \$698,443 or 1.2% more than the prior year original budget.
- The recommended budget maintains the public school system funding at prior year levels. The County received the FY 19-20 school system budget request on May 9, 2019, after the recommended budget had been completed. The school system request is included in the school funding section and any additional funding will have to be determined by the Board during budget work sessions.
- The recommended budget makes a change to the current payroll system to adjust the pay cycle to pay employees every two weeks instead of on the 15th and last day of the month. This change makes the pay system more efficient by eliminating the requirement to pay prospectively and then adjusting due to actual time worked. It will also allow overtime to be paid in the next pay period instead of the next month, as previously done.
- The recommended budget sets up a Capital Improvements Fund and funds it with \$328,925.

- The recommended budget maintains the prior year fire and EMS tax rates in all districts.
- The recommended budget increases the solid waste fee by \$10 to offset the costs of increasing solid waste tonnage and to pay debt service on the new Ransomville Convenience Site improvements.
- The recommend budget increases the water rates by 3% in accordance with the long-term funding plan established and approved by the Board in FY 18-19.
- 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 appropriates \$85,000 in General Fund fund balance. This appropriation is for two non-recurring items: telephone system replacement in the Sheriff's Office and a county broadband engineering study. This is a decrease of \$527,324 from the prior year. Due to lapsed salaries and other savings throughout the year, it is anticipated that the \$85,000 in appropriated fund balance will be returned to the general fund at the end of the year.

General Fund

The recommended General Fund budget for FY 19-20 continuing operations is **\$58,421,874**.

Revenues

- ⇒ The recommended budget maintains the County ad valorem tax rate at \$0.615 for each \$100 of assessed valuation.
- ⇒ The estimated total taxable valuation is \$5,771,824,620, made up of \$5,335,857,140 in real/personal property and \$435,967,480 in motor vehicles. Collections for real/personal property taxes are assumed at 98% and at 100.00% for motor vehicles. The real/personal collection rate is up 0.08% from the prior audited period.
- ⇒ The estimated total real property valuation in FY 19-20 is up approximately 0.72% (\$41,202,598) from FY 18-19.
- ⇒ 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.

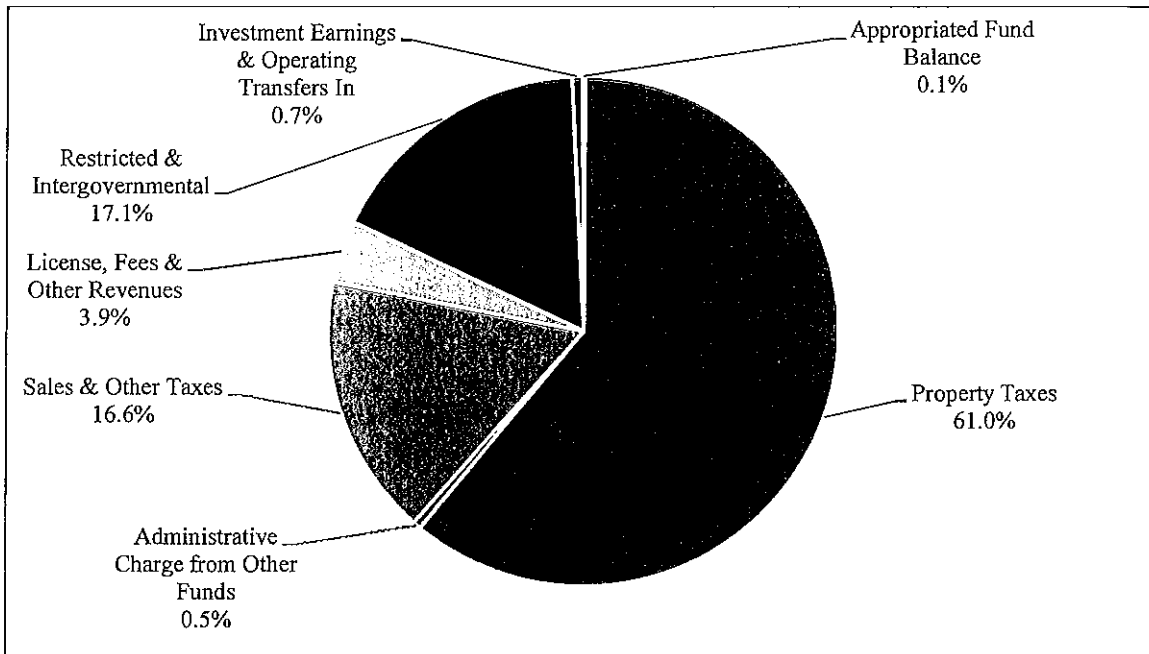
Fiscal Year	Tax Rate	Octennial Revaluation Year
2011-2012	\$0.530	2
2012-2013	\$0.530	3
2013-2014	\$0.530	4
2014-2015	\$0.530	5
2015-2016	\$0.530	6
2016-2017	\$0.550	7
2017-2018	\$0.550	8
2018-2019	\$0.615	1
2019-2020	\$0.615 Rec.	2

- ⇒ 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 \$0.6187, Beaufort County ranks the 44th lowest among all 100 North Carolina counties (56 counties with higher effective tax rates and 43 counties with lower effective tax rates). The table below shows the FY 18-19 values for Beaufort County and its surrounding counties in ranked order.

County	Tax Rate	Ratio	Effective Tax Rate	Rank Among All Counties (100 highest, 1 lowest)
Martin	\$0.7900	1.0983	\$0.8677	96
Washington	\$0.8550	1.0120	\$0.8653	95
Hyde	\$0.7700	0.9072	\$0.6985	63
Pitt	\$0.6960	0.9665	\$0.6727	56
Beaufort	\$0.6150	1.0060	\$0.6187	44
Pamlico	\$0.6250	0.9250	\$0.5781	35
Craven	\$0.5394	0.9746	\$0.5257	22

- ⇒ Sales tax revenues are up 5.15% in the current FY due to prior changes made by the General Assembly regarding the distribution of sales taxes and the broadening of the sales tax base, as well as the increasing strength of the economy. Estimating sales tax revenues is difficult and relies on historical trends and economic forecasts. When the tax base is adjusted, it takes time to determine what the real impacts of those adjustments are and for the trends to level back out. It is anticipated that the trends will begin to level out in FY 19-20 and as such an increase has not been budgeted.
- ⇒ Intergovernmental revenues are estimated to increase in FY 19-20. This change is due to anticipated increases in ABC tax distributions, Federal and State grants, Court costs, Lottery proceeds and EMS tax revenues.
- ⇒ Licenses, Fees and other General Fund revenues are generally up but show a decrease from the prior year due to the change in how the school SRO funding is accounted for in the budget. The SRO funding is no longer shown as a revenue coming back from the Schools.
- ⇒ Investment Earnings are projected to increase due to changes in the County's investment portfolio that occurred in FY 16-17 and the anticipation of steady interest rates by the Federal Reserve.
- ⇒ The recommended budget appropriates \$85,000 in General Fund fund balance or 0.144% of General Fund expenditures. The appropriation is \$527,324 less than the FY 18-19 original budget.
- ⇒ As of June 30, 2018 the unassigned General Fund fund balance was \$14,920,124, or 26.99% of expenditures. At the close of FY 18-19 it is estimated that the unassigned General Fund fund balance will be \$15,000,000, or 25.65% of expenditures. At the close of FY 19-20 it is estimated that the unassigned General Fund fund balance will be \$13,415,000, or 22.96% of expenditures due to an anticipated \$1.5M jail project that would be drawn from fund balance.

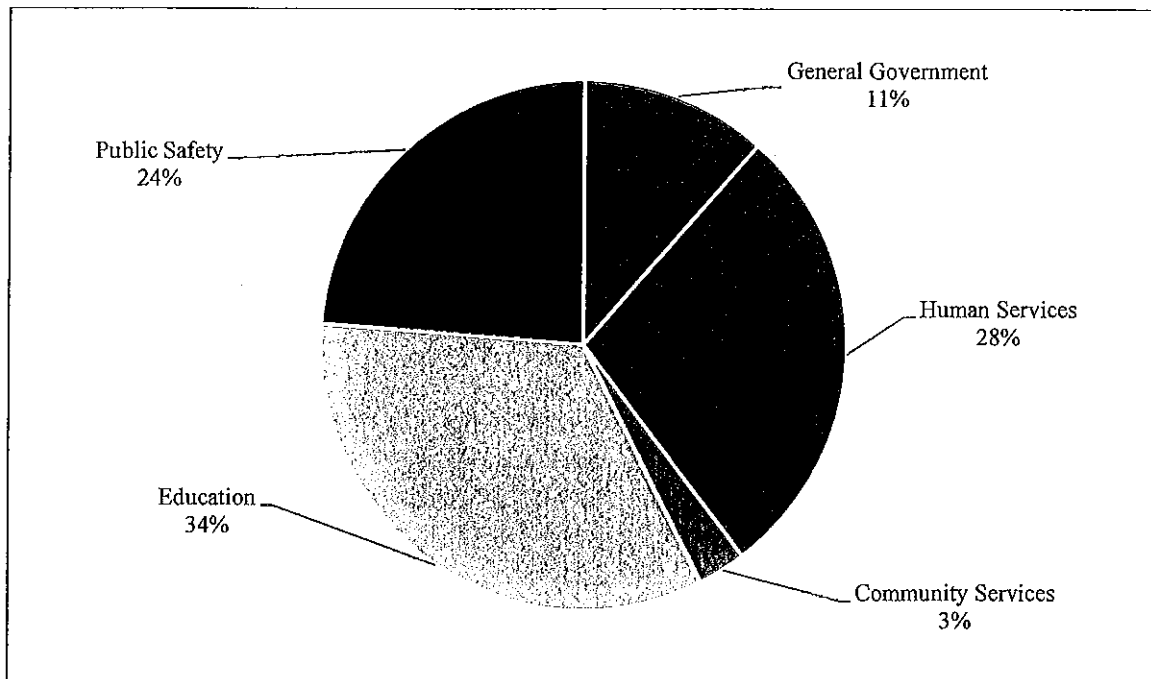
⇒ Below is a chart showing the anticipated revenue sources for FY 19-20:



Expenditures

- ⇒ All cost centers reflect an increase in personnel benefits costs due to an increase in retirement contributions mandated by the State Treasurer's Office and health insurance increases.
- ⇒ General Government Cost Centers – excluding debt service and transfers to other funds, expenditures in these cost centers increased slightly overall by 0.7% from the FY 18-19 original budget. The majority of the departments were flat or had decreases. The overall increase was driven by additional election expenses and the new phone system and broadband study in non-departmental.
- ⇒ Human Services Cost Centers – expenditures in these cost centers decreased overall by 1%. This was driven mostly by decreases in DSS related to MOE (maintenance of effort).
- ⇒ Community Services Cost Centers – expenditures in these cost centers were down overall by 2.1%. This was driven by the decrease in Outside Agency funding.
- ⇒ Education Cost Centers – the recommended budget holds the funding support for the Beaufort County School System to the FY 18-19 funding level due to the timing of the receipt of the School's budget request. Any changes to the recommended funding will need to be addressed by the Board during budget workshops. The budget does show a decrease due to a change in how the school SRO funding is accounted. The Community College budget is increased slightly by 3% mostly to cover personnel benefit costs.
- ⇒ Public Safety Cost Centers – expenditures in these cost centers are up overall by 2.2%. This overall increase is due in part to increases in E-911 Communications related to software and maintenance of equipment, as well as increases in Emergency Medical Services for personnel and replacement of defibrillators.

⇒ Below is a chart showing the recommended FY 19-20 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 \$7,566,185 and includes the following:

- ⇒ Continuation of a new rate study established in FY 18-19 that consolidates the existing rates over a five-year period into a uniform rate for all customer classes. A 3% increase in water rates is recommended in accordance with the study.
- ⇒ 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 \$129,000 are recommended as capital.
- ⇒ It is estimated that \$231,034 will be added to fund balance reserve to help pay future debt service and stabilize future rate increases.

Solid Waste Fund

The Solid Waste Fund recommended budget is \$3,695,205, which is 7.61% greater than the prior year and includes the following:

- ⇒ A \$10 increase in the per year solid waste fee for a total of \$155.00 is recommended. This increase is required to pay for the increased tonnage of disposed waste and for debt service. A recent study by CDM Smith reported that from 2015-2018 total tons managed increased 18%.
- ⇒ Implementation of a vehicle sticker program to help decrease the amount of out-of-county waste received at the convenience sites.
- ⇒ Continuation of a transfer to the general fund to pay for services provided by general fund departments to the solid waste fund.

Summary

Beaufort County again faces many challenges in the upcoming fiscal year. This recommended budget continues County provided services and operations and does so at the current ad valorem tax rate of \$0.615 per \$100 of valuation. The budget does increase fees associated with water and solid waste enterprise funds in order to maintain operations and continue implementation of previously approved plans.

Many of the services and programs provided by the County are mandated and there is a constant challenge to provide those services and programs with decreasing revenue streams. As State and Federal programs increase service mandates without providing sufficient funding sources, the burden of providing those services shifts to locally generated revenues. With this shift comes the struggle to continue to provide existing local services which educate our children, ensure our health and safety, provide a safety net for those in need, and improve the quality of life for those in dire situations. There are no easy answers when it comes to debating such policy matters.

The local and state economies in FY 19-20 will be important factors in the performance of this budget. Beaufort County is fortunate that it has seen an increase in revenue generation this year. This budget anticipates that this increase will continue at a slow pace related to property tax growth but holds the line on sales tax due to an anticipation that it will begin to plateau.

The actions of the General Assembly will also play a critical role as the State debates the funding role it should play in areas such as Education, Social Services and Public Health. This year is a "long session" of the General Assembly in which the State's two-year budget is established. It is anticipated that this local budget will be debated and approved before the General Assembly has finished its budget. This time difference forces the Board to anticipate actions by the State and this can create uncertainty. This is especially true for school funding and potential State bond revenues.

The recommended budget maintains the current funding levels for the public school system due the timing of the receipt of the school budget request. The Board will need to consider if any changes relating to school funding will be made and from where those revenues will come. The Board also has the opportunity to implement recommendations developed by CDM Smith in the solid waste study in order to help stabilize the rising costs of solid waste disposal.

Putting together a budget is a tremendous effort. Many thanks to the Finance Department 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.

Department managers 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 chose 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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Budget Schedule 2019-2020

Scheduled Week Of	Status	Budget Task
01/21/19		Budget packets distributed to Management Team
01/21/19		Outside Agency budget requests distributed
01/28/19		Budgetary & strategic planning retreat with Board (1/30/19 & 1/31/19)
03/04/19		Preliminary revenue estimates
03/04/19		Outside Agency budget requests submitted to Finance
03/04/19		Continuation budgets submitted to Finance
03/04/19		Expansion budgets submitted to Finance
03/11/19		Budget compiled by Finance
03/25/19		Budget review with Manager (scheduled over 2 weeks)
04/15/19		Finalize revenue estimates - Finance
05/13/19		Manager's recommended budget presented to Board (special meeting on 05/13/19)
05/13/19		Budget available for public viewing at Clerk's office and posted on web site
05/13/19		Budget workshops with Board (scheduled over 2 weeks, see below)
05/20/19		Advertise public hearing for budget
06/03/19		Public hearing- budget (regular meeting on 06/3/19)
06/10/19		Budget adopted (special called meeting on 06/10/19)
06/10/19		Budget posted to web site

Budget workshop meetings with Board

May 16, 2019 General Fund
 May 20, 2019 General Fund and Enterprise Funds
 May 21, 2019 Service Expansion - County & Outside Agencies
 May 23, 2019 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 Seized Funds, Capital Reserve, and HCCBG-Aging.

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: Hazard Mitigation, Economic/Industrial Development, Courthouse Capital Improvements, and the Radio System 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.

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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.

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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 **available** 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 **available** 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

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Recommended	FY 19-20 Approved
Animal Control	4	4	4	4	4	4	
Building Maintenance	2	2	3	3	3	3	
Communications	13	13	18	18	18	18	
County Manager	5	4	4	4	4	4	
Economic Development	2	2	2	2	2	2	
Elections	3	3	3	3	3	3	
Emergency Management	2	2	2	3	3	3	
Emergency Medical Services	1	27	27	34	34	34	
Finance	5	6	7	7	7	7	
Health Department	41	41	41	44	44	44	
Human Resources	-	3	3	3	3	3	
Inspections	-	-	-	-	-	-	
Jail	20	20	20	20	24	24	
Land Records	7	-	-	-	-	-	
Planning	-	7	7	7	3	3	
Register of Deeds	5	5	5	5	5	5	
Sheriff	57	59	59	59	65	65	
Social Services	110	115	117	118	115	115	
Soil and Water Conservation	2	2	2	2	2	2	
Tax Assessor	8	10	10	10	13	13	
Tax Collector	6	7	7	7	6	6	
Veterans	1	1	1	1	1	1	
Water Department	25	27	28	28	28	28	
Grand Total	319	360	370	382	387	387	

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**BEAUFORT COUNTY SALARY PLAN
2019 - 2020**

GRADE	NEW MIN	NEW MID	NEW MAX	POSITION TITLE	LOCATION DESC
5	20,309	24,372	28,437	CHORE PROVIDER	SOCIAL SERVICES
				NUTRITION SITE PROGRAM SUPERVISOR	SOCIAL SERVICES
8	25,084	30,100	35,118	COMMUNITY HEALTH ASSISTANT	HEALTH
				COMMUNITY SOCIAL SERVICE ASSISTANT	SOCIAL SERVICES
				HOUSEKEEPER	SOCIAL SERVICES
				MEDICAL RECORDS ASSISTANT III	HEALTH
				PROCESSING ASSISTANT III	HEALTH
9	26,675	32,008	37,343	EMT INTERMEDIATE	EMERGENCY MEDICAL
				FOREIGN LANGUAGE INTERPRETER	HEALTH
				PRACTICAL NURSE I	HEALTH
10	28,265	33,917	39,571	ACCOUNTING CLERK IV	HEALTH
				ACCOUNTING CLERK IV	SOCIAL SERVICES
				ADMINISTRATIVE SUPPORT SPECIALIST	SHERIFF
				ANIMAL CONTROL OFFICER	ANIMAL CONTROL
				DEPUTY REGISTER OF DEEDS	REGISTER OF DEEDS
				DISTRIBUTION MECHANIC	WATER
				INCOME MAINTENANCE CASEWORKER I	SOCIAL SERVICES
				MEDICAL RECORDS ASSISTANT IV	HEALTH
				METER READER	WATER
				PROCESSING ASSISTANT IV	SOCIAL SERVICES
				PROCESSING ASSISTANT IV	HEALTH
11	29,856	35,826	41,798	ADMINISTRATIVE SECRETARY II	COUNTY MANAGER
				ELECTIONS SPECIALIST	ELECTIONS
				HUMAN RESOURCES ASSISTANT	HUMAN RESOURCES
				LEAD METER READER	WATER
				MAINTENANCE TECHNICIAN	PUBLIC BUILDINGS
				MEDICAL OFFICE ASSISTANT	HEALTH
				PLANNING CUSTOMER SERVICE REPRESENTATIVE	TAX ADMINISTRATION
				PRACTICAL NURSE I	HEALTH
				SENIOR DISTRIBUTION MECHANIC	WATER
				SR UTILITY CUSTOMER SERVICE REPRESENTATIVE	WATER
				TAX CUSTOMER SERVICE REPRESENTATIVE	TAX ADMINISTRATION
				TAX CUSTOMER SERVICE REPRESENTATIVE	TAX COLLECTIONS
				WATER TREATMENT PLANT OPERATOR	WATER
12	31,446	37,734	44,026	ACCOUNTING/PERMIT TECHNICIAN	INSPECTIONS
				ACCOUNTING/PERMIT TECHNICIAN	PUBLIC BUILDINGS
				ACCOUNTING TECHNICIAN II	SOCIAL SERVICES
				ACCOUNTING TECHNICIAN II	WATER
				ACCOUNTING/PERMIT TECHNICIAN	PLANNING
				ADMINISTRATIVE ASSISTANT I	ECON DEVELOPMENT
				ADMINISTRATIVE ASSISTANT I	EMERGENCY MEDICAL
				ADMINISTRATIVE ASSISTANT I	SHERIFF
				COMPUTER SUPPORT TECHNICIAN II	SOCIAL SERVICES
				DEPUTY TAX COLLECTOR II	TAX COLLECTIONS
				EMERGENCY MGMT PLANNING & MITIGATION SPEC.	EMERGENCY MGMT
				FOREIGN LANGUAGE INTERPRETER II	SOCIAL SERVICES
				FOREIGN LANGUAGE INTERPRETER II	HEALTH
				INCOME MAINTENANCE CASEWORKER II	SOCIAL SERVICES
				SENIOR TAX CUSTOMER SERVICE REP.	TAX ADMINISTRATION
TELECOMMUNICATOR	COMMUNICATIONS				

**BEAUFORT COUNTY SALARY PLAN
2019 - 2020**

GRADE	NEW MIN	NEW MID	NEW MAX	POSITION TITLE	LOCATION DESC.
13	33,039	39,645	46,253		
				ACCOUNTS PAYABLE TECHNICIAN	FINANCE
				HUMAN RESOURCES TECHNICIAN	HUMAN RESOURCES
				DEPUTY DIRECTOR OF ELECTIONS	ELECTIONS
				PAYROLL TECHNICIAN	FINANCE
				PRACTICAL NURSE II	HEALTH
				TELECOMMUNICATOR SHIFT SUPERVISOR	COMMUNICATIONS
14	34,629	41,554	48,480		
				ACCOUNTING TECHNICIAN III	HEALTH
				ADMINISTRATIVE ASSISTANT II	SOCIAL SERVICES
				ASSISTANT REGISTER OF DEEDS	REGISTER OF DEEDS
				COMMUNITY EMPLOYMENT CASE MANAGER	SOCIAL SERVICES
				DETENTION OFFICER	JAIL
				DETENTION OFFICER SUPERVISOR	JAIL
				PARAMEDIC	EMERGENCY MEDICAL
				INCOME MAINTENANCE CASEWORKER III	SOCIAL SERVICES
				INCOME MAINTENANCE INVESTIGATOR II	SOCIAL SERVICES
				INCOME MAINTENANCE SUPERVISOR I	SOCIAL SERVICES
				LAND RECORDS SPECIALIST	TAX ADMINISTRATION
				MAINTENANCE TECHNICIAN/TREATMENT OPERATOR	WATER
				NUTRITIONIST I	HEALTH
				PARAMEDIC	EMERGENCY MEDICAL
				SOCIAL WORKER I	SOCIAL SERVICES
				WATER QUALITY TECHNICIAN	WATER-
15	36,219	43,462	50,706		
				APPRAISER	TAX ADMINISTRATION
				BUSINESS PERSONAL PROPERTY APPR	TAX ADMINISTRATION
				DEPUTY BAILIFF	SHERIFF
				DEPUTY	SHERIFF
				DEPUTY SRO	SHERIFF
				DEPUTY (CIVIL PROCESS)	SHERIFF
				DEPUTY- ELECTRONIC HOUSE ARREST	SHERIFF
				DISTRICT RESOURCE SPECIALIST	SOIL CONSERVATION
16	37,811	45,372	52,935		
				ADMINISTRATIVE ASSISTANT III	SOCIAL SERVICES
				CAPTAIN PARAMEDIC	
				CORPORAL	SHERIFF
				CORPORAL BAILIFF	SHERIFF
				CORPORAL SRO	SHERIFF
				DISTRIBUTION SYSTEM SUPERVISOR	WATER
				INCOME MAINTENANCE SUPERVISOR II	SOCIAL SERVICES
				MEDICAL LABORATORY TECHNICIAN II	HEALTH
				PARALEGAL	SOCIAL SERVICES
				PUBLIC HEALTH EDUCATION SPECIALIST	HEALTH
VETERANS SERVICE OFFICER	VETERANS				
				WATER TREATMENT PLANT SUPERVISOR	WATER
17	39,400	47,280	55,160		
				BUILDING CODES INSPECTOR I	PLANNING
				CHIEF ANIMAL CONTROL OFFICER	ANIMAL CONTROL
				COMPUTER SYSTEM ADMINISTRATOR I	SOCIAL SERVICES
				NUTRITIONIST II	HEALTH
				OFFICE MANAGER	SOIL CONSERVATION
GRADE	NEW MIN	NEW MID	NEW MAX	POSITION TITLE	LOCATION DESC.

**BEAUFORT COUNTY SALARY PLAN
2019 - 2020**

GRADE	NEW MIN	NEW MID	NEW MAX	POSITION TITLE	LOCATION/DESC
18	40,992	49,189	57,387	DIRECTOR OF COMMUNICATION & 911 SERVICES	COMMUNICATIONS
				HUMAN RESOURCES DIRECTOR - SHERIFF	SHERIFF
				INCOME MAINTENANCE SUPERVISOR III	SOCIAL SERVICES
				SOCIAL WORKER II	SOCIAL SERVICES
				SOCIAL WORKER II	HEALTH
				SR. LAND RECORDS SPECIALIST	TAX ADMINISTRATION
				TELECOMMUNICATIONS SUPERVISOR	COMMUNICATIONS
19	42,583	51,098	59,615	ADMINISTRATIVE OFFICER II	SOCIAL SERVICES
				COMPUTER SYSTEMS ADMINISTRATOR II	SOCIAL SERVICES
				LEAD BUILDING INSPECTOR	PLANNING
				MAINTENANCE COORDINATOR	MAINTENANCE
				NUTRITIONIST III	HEALTH
				SERGEANT	SHERIFF
				SERGEANT INVESTIGATIONS	SHERIFF
20	44,171	53,006	61,776	ASSISTANT TAX COLLECTOR	TAX COLLECTIONS
				SOCIAL WORKER III	SOCIAL SERVICES
				SOCIAL WORKER III	HEALTH
21	45,765	54,915	64,067	DEPUTY TAX ASSESSOR	TAX ADMINISTRATION
				HUMAN SERVICES PLANNER/EVALUATOR III	HEALTH
				INCOME MAINTENANCE ADMINISTRATOR I	SOCIAL SERVICES
				NUTRITIONIST PROGRAM DIRECTOR I	HEALTH
				PUBLIC HEALTH NURSE I	HEALTH
				SOCIAL WORKER INVESTIGATION & TREATMENT	SOCIAL SERVICES
22	47,355	56,825	66,295	ACCOUNTING SPECIALIST II	FINANCE
				EDUCATION COORDINATOR	SOIL CONSERVATION
				ENVIRONMENTAL HEALTH SPECIALIST	HEALTH
				FISCAL UTILITIES MANAGER	WATER
				FIRST SERGEANT INVESTIGATIONS	SHERIFF
				FIRST SERGEANT NARCOTICS	SHERIFF
				FIRST SERGEANT SCHOOL RESOURCES	SHERIFF
				PURCHASING AGENT	FINANCE
				STAFF ACCOUNTANT	FINANCE
23	48,945	58,734	68,523	PUBLIC HEALTH NURSE II	HEALTH
				HUMAN RESOURCE PLANNER IV	HUMAN RESOURCES
24	50,535	60,642	70,749	CHIEF DETENTION OFFICER	JAIL
				ENVIRONMENTAL HEALTH PROGRAM SPECIALIST	HEALTH
				LIEUTENANT DEPUTY SHERIFF	SHERIFF
				LIEUTENANT DETENTION CENTER	JAIL
				LIEUTENANT INVESTIGATIONS	SHERIFF
				PUBLIC HEALTH NURSE III	HEALTH
				SOCIAL WORK SUPERVISOR III	SOCIAL SERVICES
				WATER SYSTEM MANAGER	WATER
25	52,126	62,551	72,977	CAPTAIN	JAIL
				CAPTAIN INVESTIGATIONS	SHERIFF
				CAPTAIN PATROL	SHERIFF
				CLERK TO BOARD/ADMIN ASST TO COUNTY MANAGER	COUNTY MANAGER
				DIRECTOR OF ELECTIONS	ELECTIONS
				EMERGENCY MEDICAL SERVICES OPERATIONS CHIEF	EMERGENCY MEDICAL
				FIRE EMERGENCY MANAGEMENT OPERATIONS CHIEF	EMERGENCY MGMT.

**BEAUFORT COUNTY SALARY PLAN
2019 - 2020**

				PUBLIC HEALTH NURSE SUPERVISOR I	HEALTH
				TECHNOLOGY SPECIALIST	SHERIFF
26	53,717	64,461	75,204		
				SOCIAL WORK PROGRAM ADMINISTRATOR I	SOCIAL SERVICES
27	55,308	66,368	77,431		
				BUSINESS OFFICER I	HEALTH
				PUBLIC HEALTH NURSE SUPERVISOR II	HEALTH
28	56,898	68,279	79,658		
				COUNTY SOC SERVICES PROGRAM ADMINISTRATOR II	SOCIAL SERVICES
				ENVIRONMENTAL HEALTH SUPERVISOR II	HEALTH
				MAJOR	SHERIFF
				PUBLIC HEALTH NURSE DIRECTOR I	HEALTH
30	60,079	72,096	84,111		
				HUMAN RESOURCES DIRECTOR	HUMAN RESOURCES
				DEPUTY FINANCE DIRECTOR	FINANCE
				REGISTER OF DEEDS	REG DEEDS
				TAX COLLECTOR	TAX COLLECTIONS
33	64,853	77,824	90,795		
				ATTORNEY I	SOCIAL SERVICES
35	68,034	81,641	95,249		
				CHIEF DEPUTY SHERIFF	SHERIFF
				EMERGENCY SERVICES DIRECTOR	EMERGENCY MGMT.
				RISK MANAGER	COUNTY MANAGER
				PHYSICIAN EXTENDER II	HEALTH
38	72,806	87,369	101,929		
				COUNTY SOCIAL SERVICES DIRECTOR	SOCIAL SERVICES
				LOCAL HEALTH DIRECTOR	HEALTH DEPARTMENT
40	75,989	91,186	106,383		
				TAX ASSESSOR	TAX ADMINISTRATION
45	83,943	100,729	117,519		
				FINANCE DIRECTOR	FINANCE
				SHERIFF	SHERIFF
49	90,309	108,367	123,947		
				PUBLIC WORKS DIRECTOR	WATER
				ECONOMIC DEVELOPMENT DIRECTOR	ECON DEVELOPMENT
73	128,497	154,196	185,035		
				COUNTY MANAGER	COUNTY MANAGER

**SUMMARY OF REVENUES
GENERAL FUND**

REVENUES BY MAJOR FUND SOURCE	FY 17/18	FY 18/19	FY 18/19	FY 19/20	FY 19/20
	Actual	Original	Amended	Recommended	Approved
Property Taxes	\$ 32,810,584	\$ 35,200,527	\$ 35,200,527	\$ 35,611,076	
Sales and Other Taxes	9,247,498	9,360,061	9,360,061	9,710,056	
Restricted & Intergovernmental Revenues	10,039,272	9,832,066	10,378,283	10,013,001	
Licenses, Fees and Other Revenues	3,050,172	2,959,428	2,989,114	2,298,354	
Investment Income & Transfers In	398,827	220,000	321,306	400,000	
Administrative Charge from Other Funds	-	304,387	304,387	304,387	
Appropriated Fund Balance	-	612,324	990,188	85,000	
Total Revenues	\$ 55,546,353	\$ 58,488,793	\$ 59,543,866	\$ 58,421,874	

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 60% 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 2019-2020 is based on a total taxable valuation of \$5,771,824,620.

Assumptions: The estimated net taxable value for 2019-2020 including motor vehicles is \$5,771,824,620. With a tax rate of 61.5¢ and a collection rate of 98% for real/personal property and a collection rate of 100% for motor vehicles, the projected current year total property tax revenue is \$34,840,411 using the following formula:

Real/Personal - \$5,335,857,140 multiplied by .615 multiplied by .98 multiplied by .01 equals \$32,159,211
Registered Motor Vehicles - \$435,967,480 multiplied by .615 multiplied by .01 equals \$2,681,200

PROPERTY TAXES	FY 17/18	FY 18/19	FY 18/19	FY 19/20	FY 19/20
	Actual	Original	Amended	Recommended	Approved
Current Year	\$ 32,136,411	\$ 34,567,427	\$ 34,567,427	\$ 34,840,411	
Prior Years	474,285	444,300	444,300	566,541	
Penalties & Interest	199,888	188,800	188,800	204,124	
Total	\$ 32,810,584	\$ 35,200,527	\$ 35,200,527	\$ 35,611,076	

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. Sales tax revenues are up 5.15% for the current fiscal year compared to FY 17/18. We anticipate that at some point sales tax will plateau, thus we have not budgeted an increase in sales tax revenue for FY 19/20.

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

SALES & OTHER TAXES & LICENSES	FY 17/18 Actual	FY 18/19 Original	FY 18/19 Amended	FY 19/20 Recommended	FY 19/20 Approved
County 1% (Article 39)	\$ 3,799,805	\$ 3,823,397	\$ 3,823,397	\$ 4,042,096	
Article 40	2,897,496	2,980,674	2,980,674	2,990,709	
Article 42	2,206,247	2,233,502	2,233,502	2,325,377	
Article 44 (GS 105-524)	118,560	121,788	121,788	128,714	
Beer and Wine Licenses	2,674	200	200	3,401	
State Excise- Register of Deeds	197,377	175,000	175,000	189,040	
Rental Vehicle Receipts	25,339	25,500	25,500	30,719	
Total	\$ 9,247,498	\$ 9,360,061	\$ 9,360,061	\$ 9,710,056	

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.

RESTRICTED & INTERGOVERNMENTAL REVENUES	FY 17/18 Actual	FY 18/19 Original	FY 18/19 Amended	FY 19/20 Recommended	FY 19/20 Approved
Beer & Wine Tax	\$ 148,376	\$ 163,000	\$ 163,000	\$ 150,000	
FEMA-Disaster Payment	-	-	-	-	
ABC Tax Distributions	178,186	140,000	140,000	179,078	
DWI Fines - State Roads Act	5,293	5,000	5,000	5,000	
Federal and State Grants	8,377,627	8,244,612	8,790,829	8,349,905	
Court Costs	62,375	51,000	51,000	61,848	
Lottery Proceeds	450,000	470,000	470,000	484,000	
EMS GF Tax Revenues	817,415	758,454	758,454	783,170	
Total	\$ 10,039,272	\$ 9,832,066	\$ 10,378,283	\$ 10,013,001	

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 17/18	FY 18/19	FY 18/19	FY 19/20	FY 19/20
	Actual	Original	Amended	Recommended	Approved
Ad valorem Tax Collection Fees	\$ 108,428	\$ 110,000	\$ 110,000	\$ 110,125	
Animal Control Fees	35,068	35,500	35,500	42,000	
Building & Inspection Fees	99,690	100,250	100,250	107,220	
Cable Franchise Fees	123,893	126,200	126,200	118,364	
Deputy Travel Reimbursement	70,220	71,000	71,000	-	
Donations/Contributions	17,519	12,500	12,500	13,500	
DSS Aging/Disability Determination	2,762	1,800	1,800	2,000	
DSS Repayments	40,612	13,200	13,200	19,000	
Election/Candidate Fees	8,279	5,000	5,000	5,000	
Election Cost Reimbursement	15,734	-	-	15,700	
EMS Franchise Fees	1,200	1,200	1,200	1,200	
EMS Rescue Fees	626,296	500,000	500,000	535,000	
Environmental Health Fees	59,665	52,425	52,425	55,275	
Health Fees	177,254	361,741	361,829	271,129	
Misc. Health Grant	117,806	-	29,598	138,504	
Hospital Share of Service	14,127	11,200	11,200	11,200	
Insurance Proceeds	68,851	35,000	35,000	35,000	
Land Records Fees	518	200	200	500	
Miscellaneous	30,716	10,500	10,500	25,010	
NC Health Choice	15,908	14,200	14,200	14,200	
Public Safety Grant	193,512	-	-	-	
Register of Deeds - Miscellaneous	232,430	226,400	226,400	238,500	
Rents	284,694	289,000	289,000	294,950	
Sale of Fixed Assets	237,067	35,000	35,000	35,000	
School Resource Officer	254,866	765,362	765,362	-	
Sheriff's Fees	67,003	45,700	45,700	90,800	
SRO Grant-BCS	-	60,000	60,000	60,000	
Tax Department Fees	42,325	60,000	60,000	39,177	
Refunding Proceeds	85,292	-	-	-	
Vending Concessions	18,437	16,050	16,050	20,000	
Installment Note Proceeds	-	-	-	-	
Total Licenses, Fees & Other	\$ 3,050,172	\$ 2,959,428	\$ 2,989,114	\$ 2,298,354	

Investment Earnings and Transfers In:

Investment Earnings are projected to increase to \$400,000 in FY 19/20.

INVESTMENT EARNINGS & TRANSFERS FROM OTHER FUNDS	FY 17/18	FY 18/19	FY 18/19	FY 19/20	FY 19/20
	Actual	Original	Amended	Recommended	Approved
Investment Earnings	\$ 277,379	\$ 220,000	\$ 305,000	\$ 400,000	
Transfer from Capital Project Funds	-	-	16,306	-	
Transfer from Courthouse	121,448	-	-	-	
Total Investment Earnings and Transfers In	\$ 398,827	\$ 220,000	\$ 321,306	\$ 400,000	

GENERAL FUND APPROPRIATED FUND BALANCE

In FY 2019-2020, .144% of the general fund expenditures or \$85,000 of the fund balance is recommended for appropriation to fund services. 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 available 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 in line with peer counties."

In July 2016 Moody's Investor's Service assigned an "Aa3" rating to Beaufort County for its \$10.4 million General Obligation Refunding School Bonds, Series 2012. In December 2015 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
Estimated June 30, 2020	13,415,000*	22.96%	35%
Estimated June 30, 2019	15,000,000	25.65%	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%
June 30, 2011	\$11,166,580	19.88%	20%

**In addition to the \$85,000 appropriated fund balance budgeted to be spent in FY 19/20, \$1,500,000 is also expected to be expended from the general fund balance to pay for jail door repairs.*

Assumptions: The County estimated the fund balance available for appropriation using the audited financial statements for FY ended June 30, 2018 and estimated operating results of FY 2018-19. Based on the estimate, the County will exceed the minimum 8% requirement and will have sufficient resources to meet obligations prior to receiving the property tax revenues in December 2019.

Actual FY 17-18	Original FY 18-19	Amended FY 18-19	Recommended FY 19-20
\$1,978,127	\$612,324	\$1,023,052	\$85,000

SUMMARY OF GENERAL FUND EXPENDITURES

GENERAL FUND	BUDGET		BUDGET		BUDGET		BUDGET		FY 18-19 ORIGINAL	FY 18-19 ORIGINAL
	FY 2017/2018	FY 2018-2019	FY 2018-2019	FY 2018-2019	FY 2019-2020	FY 2019-2020	FY 2019-2020	FY 2019-2020	vs. FY 19-20	vs. FY 19-20
	ACTUAL	ESTIMATE	ORIGINAL	REVISED	REQUESTED	RECOMMENDED	RECOMMENDED	RECOMMENDED	RECOMMENDED	RECOMMENDED
Governing Body	430,532	426,963	400,989	433,766	400,917	401,042		53		0.0%
County Administration	444,605	458,935	468,963	468,963	472,639	473,139		4,176		0.9%
Finance	621,998	608,686	626,217	621,217	626,198	629,191		2,974		0.5%
Human Resources	156,779	207,435	208,585	208,585	213,795	215,720		7,135		3.4%
Tax Assessor	666,712	917,898	920,899	920,899	913,920	920,945		46		0.0%
Tax Collector	600,061	587,423	586,323	586,323	603,748	575,054		(11,269)		-1.9%
Court Facilities	285,104	284,525	300,150	300,150	283,650	283,650		(16,500)		-5.5%
Elections	319,082	384,442	344,827	374,827	518,086	493,841		149,014		43.2%
Register of Deeds	323,760	407,987	398,768	398,768	394,213	395,208		(3,560)		-0.9%
Maintenance, Buildings, & Grounds	1,381,862	1,427,380	1,542,869	1,463,146	1,317,906	1,318,381		(224,488)		-14.6%
Debt Service	2,665,531	2,896,134	2,896,132	2,896,132	2,841,077	2,841,077		(55,055)		-1.9%
Non-Departmental	671,816	714,298	424,425	486,790	483,938	561,838		137,413		32.4%
Transfers to Other Funds	3,457,989	433,991	297,050	433,991	297,050	825,975		528,925		178.1%
Contingency	-	25,000	25,000	20,000	25,000	25,000		-		0.0%
Social Services	10,281,110	10,701,221	10,848,982	11,182,379	10,691,128	10,658,135		(190,847)		-1.8%
Health Department	3,548,139	3,977,404	4,032,473	4,269,599	4,070,323	4,073,956		41,483		1.0%
Veteran's Assistance	59,813	60,804	61,332	61,332	61,379	61,604		272		0.4%
Area Mental Health & Transportation	528,125	604,550	595,929	595,929	596,729	596,729		800		0.1%
Cooperative Extension	255,478	258,106	250,820	258,320	256,929	255,129		4,309		1.7%
Soil/Water Conservation	139,869	133,946	148,697	151,447	156,841	152,828		4,131		2.8%
Youth Services	219,485	209,628	209,628	209,628	219,628	209,628		-		0.0%
Outside Agencies	444,070	484,070	464,870	494,870	816,749	419,870		(45,000)		-9.7%
Economic Development	274,476	287,237	287,237	287,237	306,289	287,639		402		0.1%
Planning	470,539	338,176	287,676	338,676	311,674	289,399		1,723		0.6%
Beaufort County Public Schools	15,702,700	16,305,797	16,273,197	16,305,797	18,394,405	15,507,835		(765,362)		-4.7%
Beaufort County Community College	2,798,000	2,852,500	2,852,500	2,852,500	2,943,118	2,937,118		84,618		3.0%
Sheriff	5,060,426	5,705,724	5,866,886	5,858,586	6,075,068	5,923,468		56,582		1.0%
Jail	2,560,136	2,240,132	2,200,040	2,200,040	2,991,622	2,162,119		(37,921)		-1.7%
E-911 Communications	1,058,479	1,098,920	1,244,913	1,244,913	1,427,819	1,307,168		62,255		5.0%
Emergency Medical Services	2,341,056	2,742,674	2,402,703	2,599,343	2,596,449	2,607,699		204,996		8.5%
Emergency Management	350,257	421,055	396,334	396,334	404,630	411,365		15,031		3.8%
Animal Control	361,497	371,697	387,307	387,307	366,984	366,784		(20,523)		-5.3%
Forestry Services	112,577	125,000	157,572	157,572	159,840	159,840		2,268		1.4%
Other Emergency Services	69,750	68,500	78,500	78,500	73,500	73,500		(5,000)		-6.4%
TOTAL GENERAL FUND	\$ 58,661,813	\$ 58,768,238	\$ 58,488,793	\$ 59,543,866	\$ 62,313,241	\$ 58,421,874		\$ (66,919)		-0.1%

GF FY 17/18 Financed Capital	2,175,300							765,362		
Total	\$ 60,837,113							\$ 698,443		1.2%
										Change in FY 18/19 Original to FY 19/20 Recommended before SRO change

SPECIAL REVENUES

Special Revenue Funds- Special Revenue Funds account for specific revenue sources that are legally restricted to expenditures for specified purposes.

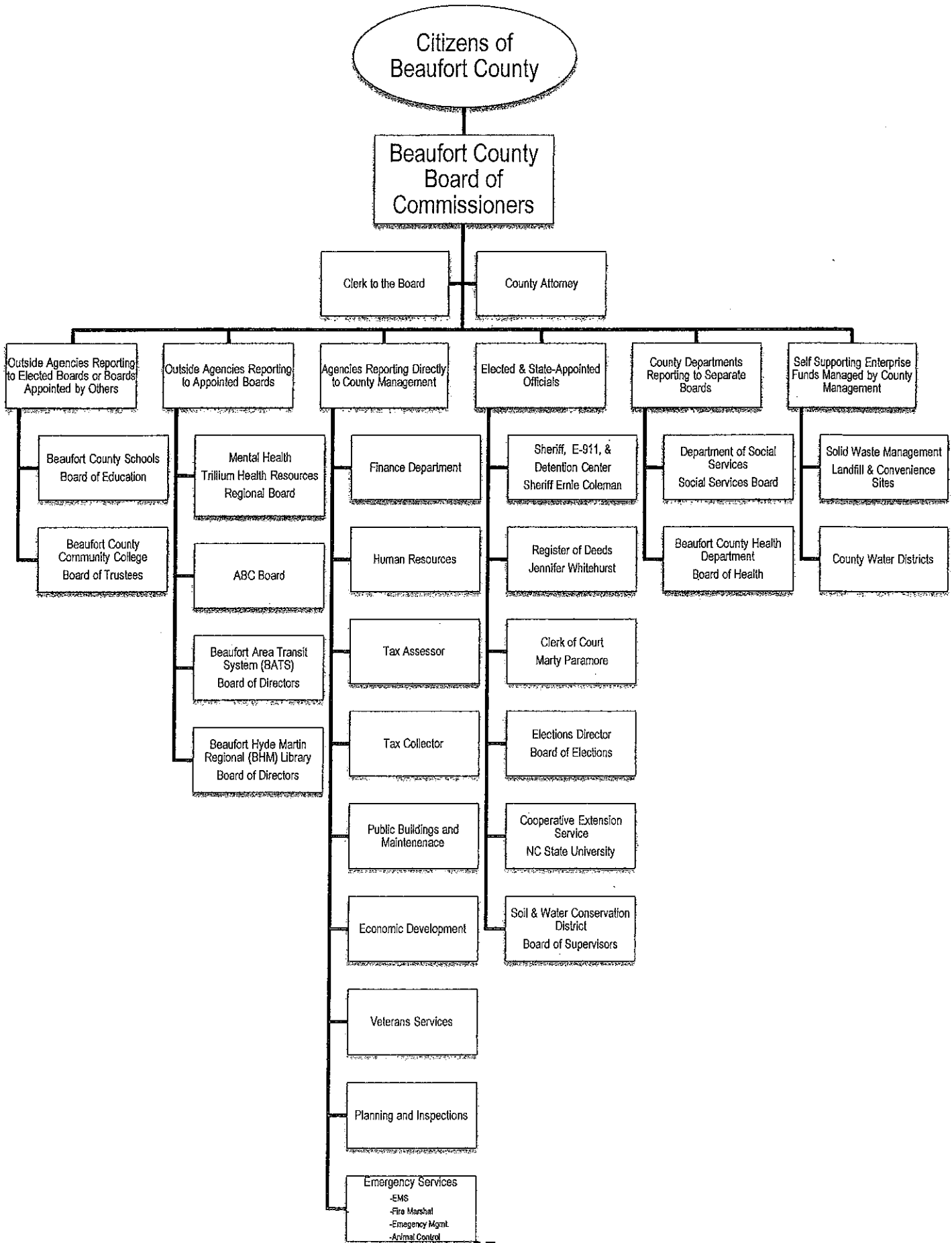
- E-911 Telephone System – This fund is used to account for revenues and expenses associated with the County’s PSAP system.
- State/Federal Seized Funds – This fund is used to account for revenues and expenses associated with seized drug funds received from the State and Federal government.
- Fire & 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 2026 reappraisal cost is estimated at a total price of \$1,064,900. A contribution of \$162,050 is needed for the next eight years.
- 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 such as Voting Machines for Elections.
- 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.

SPECIAL REVENUES	FY 17-18 Actuals	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
E-911 Revenues				
E-911 Surcharge	189,185	189,000	189,000	229,000
E-911 State Grant	0	0	0	0
E-911 FB Appropriated	0	0	63,489	0
E-911 Total Revenues	189,185	189,000	252,489	229,000
Seized Funds Revenues				
Unauthorized Substance Tax	27,704	50,000	50,000	15,000
Miscellaneous Income	9,637	0	0	0
Appropriated Fund Balance	0	50,000	50,000	35,000
Seized Funds Total Revenues	37,341	100,000	100,000	50,000
Fire Tax District Revenues				
Richlands Fire/Rescue Tax	885,977	835,885	835,885	850,000
Chocowinity Fire Tax	361,229	349,120	349,120	355,000
Northside Fire Tax	906,875	914,050	914,050	930,000
Total Fire Tax Revenues	2,154,081	2,099,055	2,099,055	2,135,000
EMS Tax District Revenues				
Bath Township EMS Tax	421,429	373,382	373,382	383,000
Chocowinity Township EMS Tax	447,724	402,731	402,731	413,000
Chocowinity Municipal EMS Tax	33,535	31,521	31,521	42,000
Long Acre Township EMS Tax	304,213	287,039	287,039	287,100
Washington Township EMS Tax	193,043	181,465	181,465	187,000
Pantego Township EMS Tax	156,999	150,241	150,241	168,300
Total EMS Tax Revenues	1,556,943	1,426,379	1,426,379	1,480,400
Tax Revaluation Fund Revenues				
Transfer from General Fund	162,050	162,050	162,050	162,050
Appropriated Fund Balance	0	0	0	0
Total Revaluation Fund Revenues	162,050	162,050	162,050	162,050
Economic Development Fund Revenues				
Transfer from General Fund	80,000	80,000	80,000	80,000
Capital Reserve Fund				
Transfer from General Fund	55,000	55,000	55,000	55,000
HCCBG - Aging				
Home Delivered Meals-Contributions	2,192	2,500	2,500	2,500
Congregate Meals-Contributions	2,006	2,500	2,500	2,500
Transportation-Contributions	165	1,000	1,000	1,000
In Home Aide Services-Contributions	0	0	0	0
Fund Balance-Appropriated	0	30,000	30,000	30,000
Transfer from GF	0	0	0	0
	4,363	36,000	36,000	36,000
Healthcare Reserve Fund				
Loan Payments from General Fund	61,923	0	0	371,541

	FY 17-18 Actuals	FY 18-19 Original	FY 18-19 Revised	FY 19-20 Recommended
E-911 Expenditures				
Implemental Functions	0	58,234	58,234	60,000
E-911 Services	8,212	0	0	0
Telephone	75,634	80,080	80,080	89,000
Software Maintenance	57,083	26,395	60,168	70,000
Hardware Maintenance	49,777	9,800	9,800	7,000
Furniture	0	3,237	3,237	1,000
Capital	267,443	0	29,716	0
Back-up PSAP	0	6,062	6,062	2,000
Training	850	5,192	5,192	0
E-911 Total Exp.	458,999	189,000	252,489	229,000
Seized Funds Expenditures				
Seized Funds -- Equipment	18,566	100,000	100,000	50,000
Transfer to General Fund	0	0	0	0
Seized Funds Total Exp.	18,566	100,000	100,000	50,000
Fire Tax District Expenditures				
Richlands Fire/Rescue Tax	885,413	835,000	835,000	849,400
Chocowinity Fire Tax	359,716	348,500	348,500	353,800
Northside Fire Tax	903,307	913,055	913,055	926,800
DMV Collection Fees (All Districts)	5,645	2,600	2,600	5,000
Total Fire Tax Exp.	2,154,081	2,099,055	2,099,055	2,135,000
EMS Tax District Expenditures				
Pamlico Beach EMS	35,000	35,000	35,000	35,000
Bath Community EMS to GF	385,263	336,900	336,900	346,550
Chocowinity Township EMS	446,100	401,000	401,000	411,300
Chocowinity Municipal EMS	33,328	31,400	31,400	41,825
Broad Creek EMS	232,427	219,500	219,500	219,880
Pinetown EMS	70,212	66,300	66,300	66,025
Washington Township EMS to GF	192,010	180,700	180,700	186,225
Pantego Township EMS to GF	156,463	149,600	149,600	167,595
DMV Collection Fees (All Districts)	6,140	5,979	5,979	6,000
Total EMS Tax Exp.	1,556,943	1,426,379	1,426,379	1,480,400
Tax Revaluation Fund Expenditures				
Transfer to Revaluation Project Fund	18,400	162,050	162,050	0
To Fund Balance for 2026 Reval	0	0	0	162,050
Total Reval Fund Exp.	18,400	162,050	162,050	162,050
Economic Development Fund Expend.				
Committee of 100 – Industry Ready Bldg. Payment	35,000	35,000	35,000	35,000
Airport Grant – City of Washington	40,109	45,000	45,000	45,000
Total Economic Development Exp.	75,109	80,000	80,000	80,000
Capital Reserve Fund				
Voting Machine Capital Reserve	55,000	55,000	55,000	55,000
HCCBG - Aging				
In Home Aide Services	200	11,000	11,000	11,000
Home Delivered Meals Purchases	2,500	10,500	10,500	10,500
Congregate Meal Purchases	2,500	9,500	9,500	9,500
Transportation Expenses	1,000	5,000	5,000	5,000
Total HCCBG - Aging	6,200	36,000	36,000	36,000
Healthcare Reserve Fund				
To Healthcare Fund Balance	61,923	0	0	371,541

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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, Jerry Evans, and the Vice-Chairman, Jerry Langley, were selected by the other Board members at the December 2018 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.

Jerry Evans, Chairman of the Board
Katie Mosher, Clerk to the Board

Beaufort County Administration
121 W. 3rd Street
Washington, North Carolina 27889

Phone: (252) 946-0079
Fax: (252) 946-7722
Email: katie.mosher@co.beaufort.nc.us

<u>Current Members of the Board</u>	<u>Term Expires</u>
Jerry Evans, Chairman	December 2020
Jerry Langley, Vice-Chairman	December 2020
Ed Booth, Commissioner	December 2022
Gary Brinn, Commissioner	December 2020
Stan Deatherage, Commissioner	December 2022
Hood Richardson, Commissioner	December 2020
Frankie Waters, Commissioner	December 2022

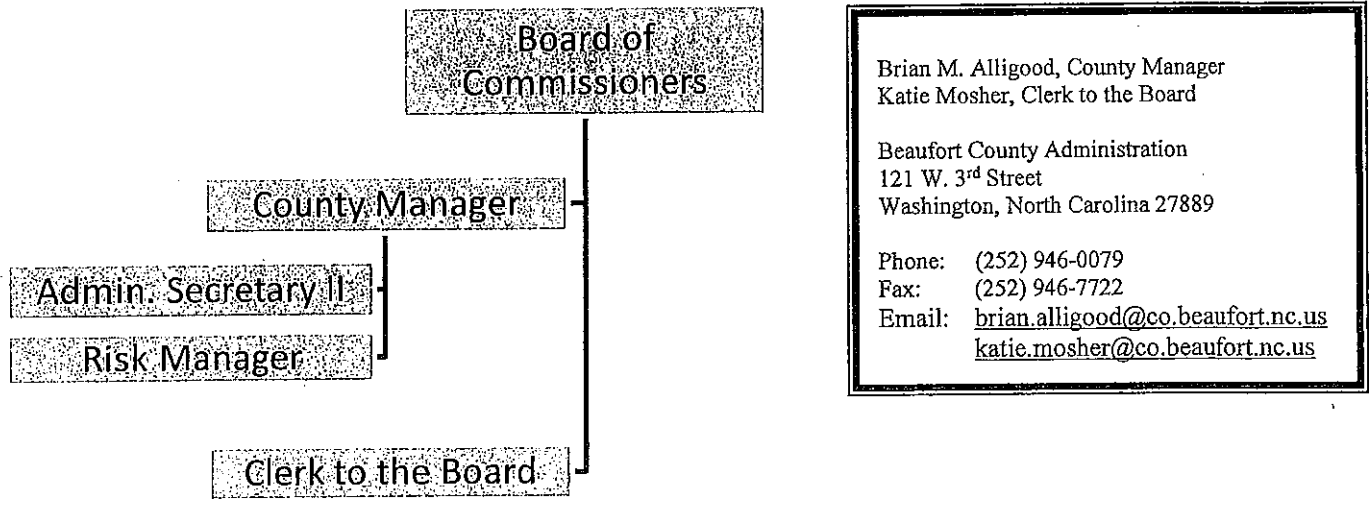
GOVERNING BOARD	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 132,283	\$ 135,474	\$ 135,474	\$ 129,927
Benefits	10,067	9,490	9,490	16,470
Operating	288,182	256,025	288,802	254,645
Capital	-	-	-	-
Totals	\$ 430,532	\$ 400,989	\$ 433,766	\$ 401,042

GOVERNING BOARD

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
BOARD SALARY	\$ 112,686	\$ 115,495	\$ 118,483	\$ 121,674	\$ 121,674	\$ 117,970	\$ 116,127	\$ 116,127
BOARD TRAVEL ALLOWANCE	13,800	13,800	13,800	13,800	13,800	13,800	13,800	13,800
FICA 6.2%	7,776	7,943	8,064	7,544	7,544	8,400	8,055	8,055
HOSPITALIZATION-EMPLOYEE	-	-	-	-	-	3,631	6,224	6,349
MEDICARE 1.45%	1,818	1,857	1,886	1,764	1,764	1,911	1,884	1,884
LIFE INSURANCE-EMPLOYEE	127	182	117	182	182	125	182	182
WORKERS COMPENSATION INSURANCE	507	766	1,320	1,425	1,425	1,451	1,470	1,470
PROF.SERVICE-AUDIT/ACCOUNTING	72,083	-	-	-	-	-	-	-
PROFESSIONAL SERVICE-LEGAL	106,683	105,563	113,135	94,000	125,277	123,000	94,000	94,000
PROFESSIONAL SERVICES-ENGINEER	37,600	-	-	-	-	-	-	-
PROF. SERVICES-ADMINISTRATIVE	-	47,156	51,548	44,000	45,500	44,000	44,000	44,000
VIDEO/AUDIO SERVICES	28,680	28,715	28,605	28,000	28,000	28,000	30,000	30,000
FOOD AND PROVISIONS	2,995	2,396	2,977	2,500	2,500	2,500	2,500	2,500
OFFICE SUPPLIES	2,198	7,268	293	1,000	1,000	1,000	1,000	1,000
APPRECIATION LUNCHEON-EMP.	3,840	-	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	33,428	35,998	33,779	31,000	31,000	31,000	33,000	33,000
COMPUTER SOFTWARE/SUPPORT	82,479	584	672	600	600	675	675	675
LEGAL ADVERTISING	789	1,720	9,616	2,000	2,000	2,000	2,000	2,000
VIDEO/AUDIO EQUIPMENT	2,240	-	-	-	-	-	-	-
CONTRACT SERVICES	-	-	6,986	6,500	6,500	6,500	6,500	6,500
INSURANCE AND BONDS	240,034	-	-	-	-	-	-	-
DUES & SUBSCRIPTIONS	13,303	36,154	39,250	45,000	45,000	41,000	39,500	39,500
MIS FEES	100	-	-	-	-	-	-	-
LAND PURCHASE	472,606	-	-	-	-	-	-	-
	\$ 1,235,773	\$ 405,598	\$ 430,532	\$ 400,989	\$ 433,766	\$ 426,963	\$ 400,917	\$ 401,042

COUNTY ADMINISTRATION

County Administration includes the County Manager, the Clerk to the Board, the Administrative Secretary II and the Risk Manager. The County Manager and the Clerk to the Board 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 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Recommended
4	4	4	4	4

ADMINISTRATION	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 321,614	\$ 332,804	\$ 332,804	\$ 334,424
Benefits	74,808	81,744	81,744	87,045
Operating	48,183	54,415	54,415	51,670
Capital	-	-	-	-
Totals	\$ 444,605	\$ 468,963	\$ 468,963	\$ 473,139

COUNTY MANAGER

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 236,859	\$ 297,854	\$ 314,466	\$ 324,804	\$ 324,804	\$ 325,412	\$ 326,424	\$ 326,424
SALARIES-OVERTIME	2,744	2,458	1,148	2,000	2,000	1,800	2,000	2,000
TRAVEL ALLOWANCE (CO. MANAGER)	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
FICA 6.2%	14,723	16,089	17,465	20,262	20,262	20,660	20,734	20,734
LOC. GOV. EMP. RETIREMENT	16,173	22,013	23,861	25,327	25,327	25,495	29,394	29,394
HOSPITALIZATION-EMPLOYEE	16,907	21,812	22,503	24,776	24,776	24,496	24,896	25,396
MEDICARE 1.45%	3,443	4,328	4,570	4,739	4,739	4,832	4,849	4,849
LIFE INSURANCE-EMPLOYEE	76	104	97	104	104	102	104	104
WORKERS COMPENSATION INSURANCE	1,268	1,422	754	815	815	829	850	850
401(K) EMPLOYER CONTRIBUTION	4,792	5,983	6,312	6,536	6,536	6,540	6,568	6,568
PROF. SERVICES-ADMINISTRATIVE	50,554	6,765	4,030	12,000	12,000	5,000	10,000	10,000
OFFICE SUPPLIES	3,472	2,781	1,641	3,000	3,000	2,000	2,000	2,000
PROFESSIONAL DEVELOPMENT	8,101	8,813	10,106	8,000	8,000	8,000	8,000	8,000
TRAVEL-FUEL	93	181	189	100	100	600	600	600
TELEPHONE	6,349	10,753	12,696	11,000	11,000	11,000	11,000	11,000
POSTAGE	16,999	117	-	-	-	-	-	-
PRINTING	-	-	159	300	300	300	300	300
MAINT/REPAIR-EQUIPMENT	276	455	752	500	500	750	750	750
ADVERTISING	180	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	942	858	1,387	1,000	1,000	1,000	1,400	1,400
LEGAL ADVERTISING	26	-	-	-	-	-	-	-
TEMPORARY EMP.SERVICES	759	3,673	2,894	-	-	-	-	-
EQUIPMENT PURCHASE	1,517	2,087	2,763	3,000	3,000	1,419	1,500	1,500
CONTRACT SERVICES	-	4,224	3,774	3,600	3,600	3,750	3,750	3,750
DUES & SUBSCRIPTIONS	2,650	2,833	2,509	3,000	3,000	3,000	3,000	3,000
SAFETY SUPPLIES	-	-	-	100	100	300	770	770
SAFETY TESTING	-	-	2,000	3,000	3,000	2,000	2,000	2,000
SAFETY TRAINING	-	-	1,872	3,000	3,000	2,000	5,100	5,100
SAFETY EQUIPMENT	-	-	-	1,000	1,000	1,000	-	-
SAFETY DUES	-	-	660	1,000	1,000	650	650	650
	\$ 394,904	\$ 421,603	\$ 444,605	\$ 468,963	\$ 468,963	\$ 458,935	\$ 472,639	\$ 473,139

FINANCE

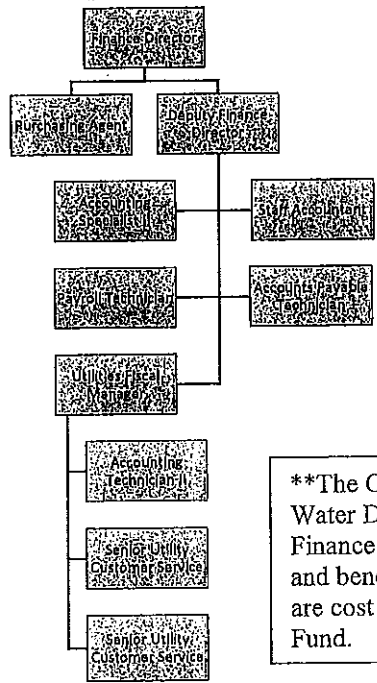
The County Finance Department is committed to efficiently and effectively administering the fiscal affairs of the County in compliance with Federal, State, and Local regulations, policies, and practices while adhering to generally accepted accounting principles. The Department provides management with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

Finance is responsible for issuing all of 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
 Sharon Rose, Deputy Finance Director

Beaufort County Finance Department
 132 W. 2nd Street
 Washington, North Carolina 27889

Phone: (252) 946-7721
 Fax: (252) 631-0806
 Email: anita.radcliffe@co.beaufort.nc.us
sharon.rose@co.beaufort.nc.us



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

FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Recommended
7	7	11	11**	11**

FINANCE	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 429,599	\$ 424,439	\$ 419,439	\$ 422,422
Benefits	116,087	122,603	122,603	129,544
Operating	76,312	79,175	79,175	77,225
Capital	-	-	-	-
Totals	\$ 621,998	\$ 626,217	\$ 621,217	\$ 629,191

FINANCE DEPARTMENT

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 325,111	\$ 331,878	\$ 402,906	\$ 411,866	\$ 411,866	\$ 411,866	\$ 419,439	\$ 420,322
SALARIES-OVERTIME	2,544	5,645	1,884	2,500	2,500	1,000	2,100	2,100
SALARIES-PART TIME	16,534	51,674	24,809	10,073	5,073	-	-	-
FICA 6.2%	20,280	22,514	24,178	26,315	26,315	25,598	26,005	26,190
LOC. GOV. EMP. RETIREMENT	22,117	24,740	30,602	32,113	32,113	31,998	37,086	37,807
HOSPITALIZATION-EMPLOYEE	30,183	36,135	47,380	49,552	49,552	48,992	49,792	50,792
MEDICARE 1.45%	4,743	5,265	5,655	6,154	6,154	5,987	6,082	6,125
UNEMPLOYMENT INS-ALL CO.EX.DSS	13,044	-	-	-	-	-	-	-
LIFE INSURANCE-EMPLOYEE	140	263	176	182	182	176	182	182
WORKERS COMPENSATION INSURANCE	1,522	1,799	1,319	1,425	1,425	1,452	1,475	1,475
401(K) EMPLOYER CONTRIBUTION	6,544	6,751	8,096	8,287	8,287	8,258	8,287	8,448
PROF.SERVICE-AUDIT/ACCOUNTING	-	55,000	55,000	55,000	55,000	55,000	55,000	55,000
OFFICE SUPPLIES	6,453	8,314	2,683	5,000	5,000	4,000	4,000	4,000
PROFESSIONAL DEVELOPMENT	1,475	4,299	1,768	4,000	4,000	4,000	4,000	4,000
TELEPHONE	2,854	2,160	2,560	2,500	2,500	2,000	2,500	2,500
POSTAGE	2,827	36	-	-	-	-	-	-
PRINTING	154	154	1,988	1,200	1,200	1,199	1,200	1,200
MAINT/REPAIR-EQUIPMENT	12,661	23	-	-	-	-	-	-
ADVERTISING								
COMPUTER SOFTWARE/SUPPORT	2,348	2,542	4,438	2,000	2,000	-	1,500	1,500
MUNIS-ASP	29,553	-	-	-	-	-	-	-
TEMPORARY EMP.SERVICES	12,144	2,335	-	-	-	-	-	-
EQUIPMENT PURCHASE	2,271	5,872	1,406	3,000	3,000	2,785	3,000	3,000
CONTRACT SERVICES	-	3,641	5,100	5,000	5,000	4,325	4,500	4,500
DUES & SUBSCRIPTIONS	260	50	50	50	50	50	50	50
	\$ 515,762	\$ 571,090	\$ 621,998	\$ 626,217	\$ 621,217	\$ 608,686	\$ 626,198	\$ 629,191

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.

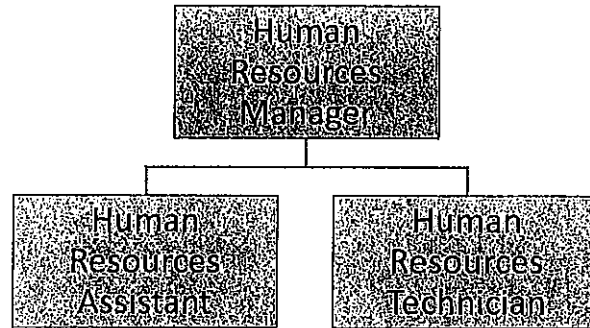
Deloris Creasman, Human Resources Manager

Beaufort County
121 West Third Street
Washington, North Carolina

Phone: (252) 946-0079

Fax: (252) 946-7722

Email: deloris.creasman@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Recommended
3	3	3	3	3

HUMAN RESOURCES	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 105,007	\$ 137,427	\$ 137,427	\$ 138,929
Benefits	30,024	42,573	42,573	44,966
Operating	21,748	28,585	28,585	31,825
Capital	-	-	-	-
Totals	\$ 156,779	\$ 208,585	\$ 208,585	\$ 215,720

HUMAN RESOURCES

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 93,617	\$ 96,684	\$ 104,831	\$ 137,227	\$ 137,227	\$ 139,553	\$ 138,429	\$ 138,429
SALARIES-OVERTIME	2,515	318	176	200	200	200	500	500
FICA 6.2%	5,781	5,777	6,208	8,520	8,520	8,665	8,614	8,614
LOC. GOV. EMP. RETIREMENT	6,489	7,110	7,939	10,651	10,651	10,671	12,434	12,434
HOSPITALIZATION-EMPLOYEE	10,973	12,109	12,275	18,582	18,582	18,372	18,672	19,047
MEDICARE 1.45%	1,352	1,351	1,452	1,993	1,993	2,026	2,014	2,014
LIFE INSURANCE-EMPLOYEE	52	78	50	78	78	78	78	78
WORKERS COMPENSATION INSURANCE	846	598	565	610	610	650	650	630
401(K) EMPLOYER CONTRIBUTION	1,923	1,940	2,100	2,749	2,749	2,795	2,779	2,779
PROFESSIONAL SERVICE-MEDICAL	5,280	4,710	4,746	6,000	6,000	3,750	5,000	8,000
PROFESSIONAL SERVICES	6,970	4,038	6,459	12,100	12,100	12,100	16,350	15,000
OFFICE SUPPLIES	1,242	961	1,235	1,200	1,200	1,200	1,200	1,200
SERVICE AWARDS/EMPLOYEE FAIRS	1,640	2,694	2,330	2,400	2,400	2,400	2,400	2,400
PROFESSIONAL DEVELOPMENT	39	203	159	1,500	1,500	1,200	1,000	1,000
TELEPHONE	1,015	1,090	1,360	1,100	1,100	1,100	1,100	900
POSTAGE	124	-	-	-	-	-	-	-
PRINTING	-	-	-	100	100	-	100	-
ADVERTISING	5,238	2,228	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	408	408	480	500	500	-	500	720
EQUIPMENT PURCHASE	1,963	993	2,932	1,600	1,600	1,200	500	500
CONTRACT SERVICES	-	1,017	1,273	1,225	1,225	1,225	1,225	1,225
DUES & SUBSCRIPTIONS	190	199	209	250	250	250	250	250
	\$ 147,656	\$ 144,505	\$ 156,779	\$ 208,585	\$ 208,585	\$ 207,435	\$ 213,795	\$ 215,711

TAX ASSESSOR

The Tax Assessor Department exists for the listing, appraisal and assessment of taxes on real and personal property as required by North Carolina General Statutes. This generates the primary source of revenue to fund general county services. The department also determines in which municipal district property is found and assesses the value. The tax assessor is responsible for placing a value on all property and keeping a list of current owners. Digital property maps are maintained in the department. During FY 17-18, Land Records was moved from Planning to Tax Assessor and is reflected new for FY 18-19. No new positions were added.

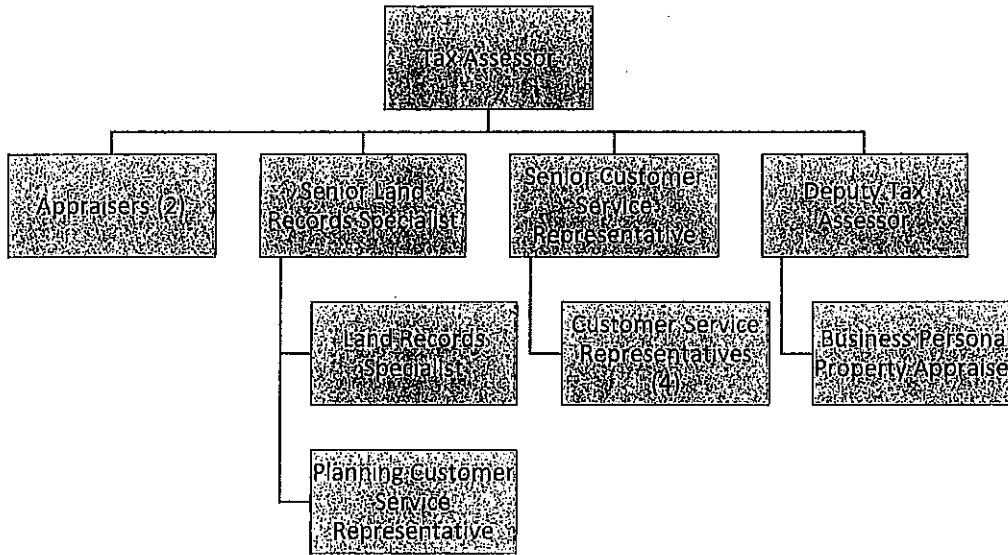
Bobby R. Parker, Tax Assessor

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: bobby.parker@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Recommended
10	10	10	13	13

TAX ASSESSOR	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 391,500	\$ 552,674	\$ 552,674	\$ 552,673
Benefits	119,899	177,025	177,025	185,672
Operating	143,447	171,200	171,200	182,600
Capital	11,866	20,000	20,000	-
Totals	\$ 666,712	\$ 920,899	\$ 920,899	\$ 920,945

TAX ASSESSOR

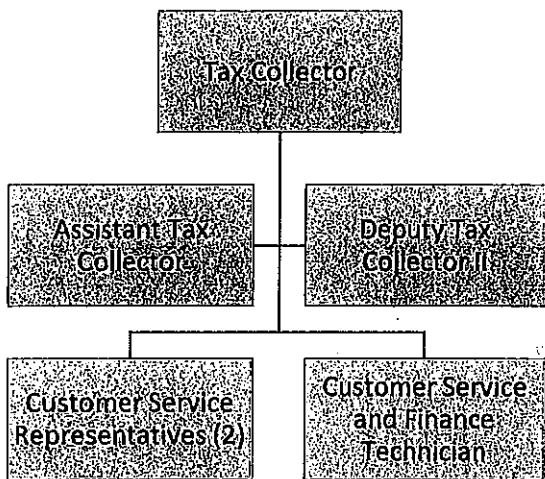
	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 366,257	\$ 396,218	\$ 382,197	\$ 542,674	\$ 542,674	\$ 542,673	\$ 542,673	\$ 542,673
SALARIES-OVERTIME	10,599	9,975	7,379	10,000	10,000	10,000	10,000	10,000
SALARIES-PART TIME	1,450	1,350	1,925	-	-	-	-	-
FICA 6.2%	22,475	24,297	23,080	34,266	34,266	34,266	34,266	34,266
LOC. GOV. EMP. RETIREMENT	25,438	29,774	29,451	42,832	42,832	42,832	49,464	49,464
HOSPITALIZATION-EMPLOYEE	49,753	57,030	53,991	80,522	80,522	80,522	80,912	82,537
MEDICARE 1.45%	5,256	5,682	5,398	8,014	8,014	8,014	8,014	8,014
LIFE INSURANCE-EMPLOYEE	206	260	208	338	338	338	338	338
WORKERS COMPENSATION INSURANCE	5,328	1,818	1,884	2,600	2,600	2,600	2,600	2,800
401(K) EMPLOYER CONTRIBUTION	7,256	7,907	7,771	11,053	11,053	11,053	11,053	11,053
AUDIT RECOVERY SERVICES	-	26	8	-	-	-	-	-
REAPPRAISAL SERVICES	150	50	-	-	-	-	-	-
DEBT SETOFF PROGRAM IMPLEMENT.	-	-	2,006	-	-	-	-	-
TELECHECK SERVICES	1,411	-	-	-	-	-	-	-
TAX-FORECLOSURES	34,495	-	-	-	-	-	-	-
OFFICE SUPPLIES	3,856	3,155	2,792	6,000	6,000	6,000	7,000	6,000
PROFESSIONAL DEVELOPMENT	7,871	11,159	9,495	13,000	13,000	13,000	15,000	13,000
TRAVEL-FUEL	621	635	765	600	600	600	600	600
TELEPHONE	3,498	1,752	1,983	1,800	1,800	1,800	1,800	2,000
POSTAGE	22,786	17,845	18,601	20,000	20,000	20,000	22,000	20,000
PRINTING	9,947	9,818	9,367	10,000	10,000	10,000	12,000	12,000
MAINT/REPAIR-EQUIPMENT	8,427	185	-	100	100	100	100	100
MAINT/REPAIR-VEHICLE	2,302	1,736	210	2,000	2,000	2,000	1,000	1,000
FREIGHT	63	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	371,211	147,116	86,550	105,000	105,000	105,000	105,000	113,500
LEGAL ADVERTISING	3,939	3,468	3,188	3,000	3,000	3,000	3,000	3,000
TEMPORARY EMP.SERVICES	14,352	-	-	-	-	-	-	-
EQUIPMENT PURCHASE	-	-	220	1,500	1,500	1,500	1,500	3,000
CONTRACT SERVICES	-	5,225	6,123	5,000	5,000	5,000	5,000	5,000
DUES & SUBSCRIPTIONS	245	455	255	600	600	600	600	600
TAX REFUNDS-BCBC APPROVAL	6,810	-	-	-	-	-	-	-
CAPITAL OUTLAY-EQUIPMENT	-	-	11,866	-	-	-	-	-
CAPITAL OUTLAY - VEHICLES	-	-	-	20,000	20,000	17,000	-	-
	\$ 986,001	\$ 736,935	\$ 666,712	\$ 920,899	\$ 920,899	\$ 917,898	\$ 913,920	\$ 920,945

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.

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, 2017 the combined collection rate for all taxes was 98.0%.



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@co.beaufort.nc.us

FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Recommended
7	7	7	6	6

TAX COLLECTOR	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 258,922	\$ 245,275	\$ 245,275	\$ 246,294
Benefits	81,567	79,998	79,998	84,060
Operating	259,572	261,050	261,050	244,700
Capital	-	-	-	-
Totals	\$ 600,061	\$ 586,323	\$ 586,323	\$ 575,054

TAX COLLECTOR

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 240,868	\$ 258,922	\$ 257,324	\$ 243,775	\$ 243,775	\$ 243,775	\$ 244,794	\$ 244,794
SALARIES-OVERTIME	1,602	679	1,598	1,500	1,500	1,500	1,500	1,500
FICA 6.2%	13,712	14,782	14,675	15,207	15,207	15,207	15,270	15,270
LOC. GOV. EMP. RETIREMENT	16,367	19,029	19,574	19,009	19,009	19,009	22,043	22,043
HOSPITALIZATION-EMPLOYEE	37,674	39,777	38,724	37,164	37,164	37,164	37,344	38,094
MEDICARE 1.45%	3,207	3,457	3,432	3,556	3,556	3,556	3,571	3,571
LIFE INSURANCE-EMPLOYEE	171	176	167	156	156	156	156	156
WORKERS COMPENSATION INSURANCE	-	1,151	1,319	1,450	1,450	1,450	1,450	1,450
401(K) EMPLOYER CONTRIBUTION	4,564	4,904	4,995	4,906	4,906	4,906	4,926	4,926
DMV COLLECTION FEES	98,240	110,843	105,147	105,000	105,000	105,000	105,000	105,000
ADMINISTRATIVE SERVICES	307	50	-	-	-	-	-	-
TAX-FORECLOSURES	87,580	135,092	97,921	85,000	85,000	85,000	85,000	75,000
OFFICE SUPPLIES	6,507	2,973	2,358	3,500	3,500	4,250	4,250	3,500
PROFESSIONAL DEVELOPMENT	4,028	4,222	4,983	4,000	4,000	4,000	4,000	4,000
TRAVEL-FUEL	193	78	-	100	100	100	100	100
TELEPHONE	345	1,368	1,423	1,400	1,400	1,400	1,400	1,400
POSTAGE	5,050	516	772	400	400	750	1,500	400
PRINTING	-	3,811	4,306	3,800	3,800	3,800	4,000	3,800
MAINT/REPAIR-EQUIPMENT	3,523	-	-	-	-	-	-	-
ADVERTISING	25,161	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	1,428	1,428	6,782	7,600	7,600	7,600	7,600	3,450
LEGAL ADVERTISING	-	25,704	25,704	27,500	27,500	27,500	27,500	27,500
TEMPORARY EMP.SERVICES	3,312	-	-	-	-	-	-	-
EQUIPMENT PURCHASE	-	-	220	1,500	1,500	1,500	12,544	10,000
CONTRACT SERVICES	-	10,950	8,638	19,700	19,700	19,700	19,700	9,000
DUES & SUBSCRIPTIONS	-	-	-	100	100	100	100	100
	\$ 553,840	\$ 639,913	\$ 600,061	\$ 586,323	\$ 586,323	\$ 587,423	\$ 603,748	\$ 575,054

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 \$125,000 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@co.beaufort.nc.us

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 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-
Operating	285,104	300,150	300,150	283,650
Capital	-	-	-	-
Totals	\$ 285,104	\$ 300,150	\$ 300,150	\$ 283,650

COURT FACILITIES

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
JURY COMMISSION	\$ -	\$ 2,950	\$ 2,950	\$ 3,000	\$ 3,000	\$ 2,950	\$ 3,000	\$ 3,000
ADMINISTRATIVE SERVICES	58,241	-	-	-	-	-	-	-
OFFICE SUPPLIES	671	-	71	-	-	-	-	-
COURTHOUSE OPERATIONS	-	12,181	13,239	12,500	12,500	12,500	12,500	12,500
UTILITIES-COURTHOUSE	87,338	84,075	101,474	108,150	108,150	105,575	108,150	108,150
MAINT/REPAIR-COURTHOUSE	5,293	11,278	2,733	10,000	10,000	10,000	10,000	10,000
EQUIPMENT PURCHASE	13,592	-	-	-	-	-	-	-
OFFICE RENT	24,300	32,400	32,700	16,500	16,500	16,500	-	-
CONTRACT SERVICES	-	132,131	131,937	150,000	150,000	137,000	150,000	150,000
CAPITAL OUTLAY-EQUIPMENT	38,000	93,974	-	-	-	-	-	-
	\$ 227,435	\$ 368,989	\$ 285,104	\$ 300,150	\$ 300,150	\$ 284,525	\$ 283,650	\$ 283,650

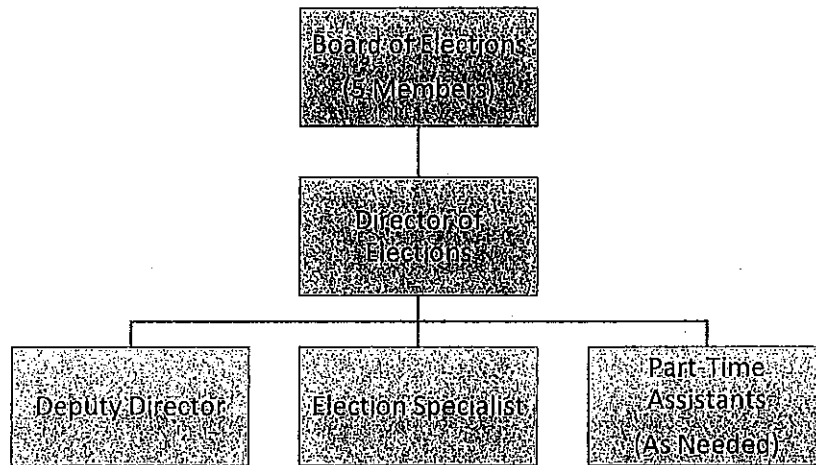
BOARD OF ELECTIONS

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 five person board which is appointed every two years by the State Board of Elections. 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
 Alice Sadler, Member
 Ranee Singleton, Member
 Jason Williams, Member
 Kellie Harris Hopkins, Director
 Anita Bullock Branch, Deputy Director
 Josh Jobe, 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@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Recommended
3	3	3	3	3

BOARD OF ELECTIONS	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 142,397	\$ 163,304	\$ 163,304	\$ 219,681
Benefits	40,133	45,099	45,099	51,758
Operating	136,551	136,424	166,424	222,402
Capital	-	-	-	-
Totals	\$ 319,082	\$ 344,827	\$ 374,827	\$ 493,841

BOARD OF ELECTIONS

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 123,470	\$ 125,939	\$ 126,436	\$ 131,026	\$ 131,026	\$ 131,026	\$ 132,551	\$ 132,551
SALARIES-OVERTIME	6,540	9,894	6,340	12,000	12,000	11,000	12,000	12,000
SALARIES-PART TIME	6,486	5,167	9,621	20,278	20,278	20,278	75,130	75,130
FICA 6.2%	8,065	8,263	8,339	10,125	10,125	10,125	13,620	13,620
LOC. GOV. EMP. RETIREMENT	8,750	9,957	9,969	11,085	11,085	11,085	12,937	12,937
HOSPITALIZATION-EMPLOYEE	16,459	17,024	17,166	18,582	18,582	18,582	18,672	19,047
MEDICARE 1.45%	1,886	1,932	1,950	2,368	2,368	2,368	3,185	3,185
LIFE INSURANCE-EMPLOYEE	79	75	71	78	78	78	78	78
WORKERS COMPENSATION INSURANCE	448	679	565	700	700	700	700	700
401(K) EMPLOYER CONTRIBUTION	2,470	2,717	2,637	2,861	2,861	2,861	2,891	2,891
PROFESSIONAL SERVICE-LEGAL	1,345	26,851	33,303	2,500	2,500	15,000	2,500	2,500
ELECTION WORKERS/POLL HOLDERS	51,570	43,851	29,048	24,675	52,299	52,299	78,950	78,950
OFFICE SUPPLIES	5,276	6,073	2,850	7,000	7,000	7,000	9,000	7,000
PROFESSIONAL DEVELOPMENT	12,942	14,007	11,601	21,800	22,986	22,986	24,500	20,500
TRAVEL-FUEL	97	60	115	100	100	200	500	500
TELEPHONE	5,108	4,063	4,748	4,584	4,584	4,584	6,834	6,834
POSTAGE	1,367	720	412	1,000	1,000	1,000	1,000	1,000
PRINTING	16,698	11,220	5,912	14,940	14,940	14,940	33,593	28,273
MAINT/REPAIR-EQUIPMENT	16,288	6,671	3,016	3,100	3,100	1,500	5,000	2,500
FREIGHT	75	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	25,724	28,748	33,410	32,350	32,350	32,350	42,850	40,450
LEGAL ADVERTISING	3,949	900	3,335	4,300	4,300	3,000	11,430	10,430
EQUIPMENT PURCHASE	11,635	12,899	-	12,000	12,000	12,000	12,000	6,000
RENT-OFFICE SPACE	5,793	2,296	1,720	1,635	2,825	2,825	7,920	7,020
RENTAL EQUIPMENT	-	-	1,895	1,100	1,100	2,000	5,500	5,000
CONTRACT SERVICES	-	-	4,401	4,320	4,320	4,320	4,320	4,320
DUES & SUBSCRIPTIONS	120	280	220	320	320	335	425	425
	\$ 332,640	\$ 340,286	\$ 319,082	\$ 344,827	\$ 374,827	\$ 384,442	\$ 518,086	\$ 493,841

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 public. 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 assists 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.

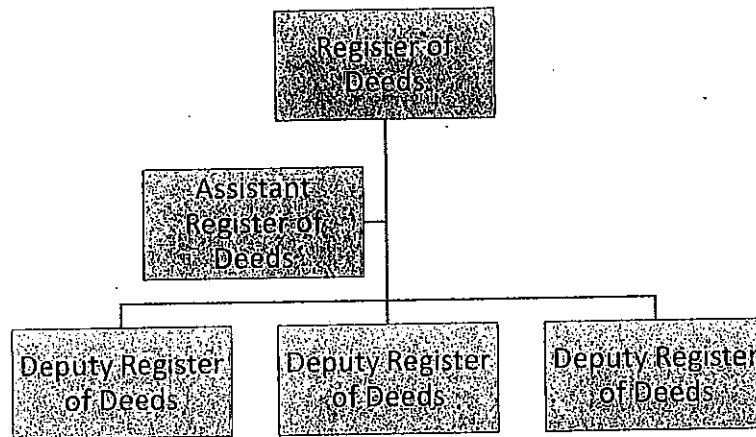
Jennifer Leggett Whitehurst, Register of Deeds

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: Jennifer.Whitehurst@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Recommended
5	5	5	5	5

REGISTER OF DEEDS	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 191,266	\$ 197,560	\$ 197,560	\$ 197,260
Benefits	64,314	69,276	69,276	72,365
Operating	68,180	131,932	131,932	125,583
Capital	-	-	-	-
Totals	\$ 323,760	\$ 398,768	\$ 398,768	\$ 395,208

REGISTER OF DEEDS

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 182,061	\$ 189,409	\$ 191,067	\$ 197,060	\$ 197,060	\$ 197,060	\$ 197,060	\$ 197,060
SALARIES-OVERTIME	201	241	199	500	500	200	200	200
R.O.D.-SUPP. RET.- GS 161-50.2	4,015	3,955	3,928	3,800	3,800	3,800	3,800	3,800
FICA 6.2%	10,543	10,984	11,205	12,249	12,249	12,249	12,230	12,230
LOC. GOV. EMP. RETIREMENT	12,303	13,902	14,460	15,311	15,311	15,311	17,655	17,655
HOSPITALIZATION-EMPLOYEE	26,087	28,374	28,463	30,970	30,970	30,970	31,120	31,745
MEDICARE 1.45%	2,466	2,569	2,620	2,865	2,865	2,865	2,860	2,860
LIFE INSURANCE-EMPLOYEE	118	123	111	130	130	130	130	130
WORKERS COMPENSATION INSURANCE	909	840	942	1,025	1,025	1,050	1,050	1,050
401(K) EMPLOYER CONTRIBUTION	3,201	3,250	3,527	3,951	3,951	3,951	3,945	3,945
OFFICE SUPPLIES	9,614	11,919	14,492	14,000	14,000	14,000	14,000	14,000
PROFESSIONAL DEVELOPMENT	1,331	2,549	1,024	2,500	2,500	2,000	2,800	2,800
TELEPHONE	1,148	2,145	2,523	2,200	2,200	2,000	1,500	2,000
POSTAGE	314	110	112	300	300	300	300	300
RECORDS MANAGEMENT-MICROFILM	1,012	1,711	993	1,500	1,500	1,350	1,630	1,500
AUTOMATION/RESTORATION 10%	75,327	4,569	-	20,000	20,000	20,000	20,000	20,000
MAINT/REPAIR-EQUIPMENT	896	103	90	500	500	500	500	500
COMPUTER SOFTWARE/SUPPORT	33,170	34,111	36,404	40,213	40,213	39,800	40,724	40,724
EQUIPMENT PURCHASE	4,561	-	-	7,351	7,351	7,351	7,046	7,046
EQUIPMENT PURCHASE-AUTOMATION	-	-	-	27,960	27,960	38,902	21,000	21,000
CONTRACT SERVICES	2,493	10,303	11,275	14,058	14,058	13,873	14,338	14,338
DUES & SUBSCRIPTIONS	325	325	325	325	325	325	325	325
	\$ 372,094	\$ 321,490	\$ 323,760	\$ 398,768	\$ 398,768	\$ 407,987	\$ 394,213	\$ 395,208

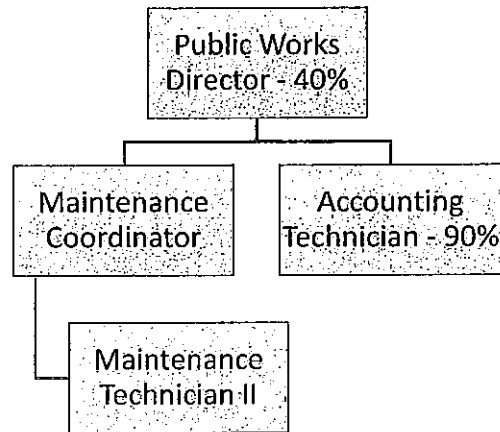
MAINTENANCE, BUILDINGS AND GROUNDS

The Maintenance, Buildings and Grounds Department is responsible for the maintenance and ground work for eighteen County owned buildings. It is the goal of the Department to provide a safe, clean working environment for fellow County employees, Beaufort County residents, and all visitors. County staff and various independent contractors are utilized to achieve this goal.

Christina Smith, Public Works Director
 Vacant, Maintenance Coordinator
 Annette Clemmons, Accounting Technician
 Randy Moore, Maintenance Technician

Maintenance Shop
 123 West 3rd Street
 Washington, North Carolina 27889

Phone: (252) 946-9624
 Fax: (252) 940-6159
 E-mail: Christina.smith@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Recommended
2.4	3.4	3.4	3.4	3.3

MAINTENANCE	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 165,374	\$ 217,756	\$ 178,956	\$ 176,890
Benefits	46,818	53,515	50,676	51,788
Operating	1,143,490	1,271,598	1,233,514	1,089,703
Capital	26,180	-	-	-
Totals	\$ 1,381,862	\$ 1,542,869	\$ 1,463,146	\$ 1,318,381

MAINTENANCE, BUILDINGS & GROUNDS

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 118,237	\$ 141,002	\$ 154,238	\$ 157,309	\$ 157,309	\$ 157,309	\$ 153,443	\$ 153,443
SALARIES-OVERTIME	1,528	3,330	2,927	3,800	3,800	2,061	3,800	3,800
SALARIES-PART TIME	-	-	8,209	56,647	17,847	10,066	19,647	19,647
FICA 6.2%	7,199	8,548	9,780	13,501	11,196	10,124	10,967	10,967
LOC. GOV. EMP. RETIREMENT	8,084	10,580	11,882	12,486	12,486	12,394	14,073	14,073
HOSPITALIZATION-EMPLOYEE	13,167	17,440	20,020	21,060	21,060	20,648	20,539	20,952
MEDICARE 1.45%	1,684	1,999	2,287	3,157	2,623	2,368	2,565	2,565
LIFE INSURANCE-EMPLOYEE	63	88	85	88	88	85	86	86
WORKERS COMPENSATION INSURANCE	5,074	2,287	3,681	3,500	3,388	3,388	3,388	3,450
401(K) EMPLOYER CONTRIBUTION	2,030	2,514	2,764	3,223	3,223	2,791	3,145	3,145
PROFESSIONAL SERVICE-MEDICAL	19,700	11,423	10,860	-	-	-	-	-
ENGINEERING	-	7,205	24,900	65,200	66,428	51,915	18,000	18,000
JANITORIAL SUPPLIES	24,531	25,186	23,331	25,000	25,000	26,166	28,475	28,475
UNIFORMS	-	243	-	1,800	1,800	900	1,800	1,800
OFFICE SUPPLIES	1,606	680	993	1,000	1,000	830	1,000	1,000
SUPPLIES - SMALL TOOLS	-	842	726	3,000	3,000	3,000	6,500	5,500
PROFESSIONAL DEVELOPMENT	207	209	884	3,000	3,000	2,328	3,000	3,000
TRAVEL-FUEL	866	1,397	2,139	2,000	2,000	2,350	2,400	2,400
TELEPHONE	1,749	2,346	2,446	2,500	2,500	2,532	2,600	2,600
POSTAGE	3	43	-	50	50	-	50	50
UTILITIES - ALL COUNTY BUILDINGS	271,984	316,207	333,580	359,728	359,728	354,508	359,728	359,728
MAINT/REPAIR-BUILDINGS	306,017	258,284	346,522	342,000	312,000	303,265	188,500	188,500
MAINT/REPAIR-EQUIPMENT	5,185	6,496	6,908	6,500	6,500	4,626	5,000	5,000
MAINT/REPAIR-HVAC	134,874	196,224	114,626	150,000	150,000	150,000	150,000	150,000
MAINT/REPAIR-VEHICLE	94	400	89	500	1,300	1,300	1,200	1,200
COMPUTER SOFTWARE/SUPPORT	44	-	-	-	-	-	-	-
MAINT/REPAIR-LANDFILL	85	-	-	-	-	-	-	-
FREIGHT	-	304	-	-	-	-	-	-
ADVERTISING	-	-	-	3,000	3,000	-	-	-
LEGAL ADVERTISING	114	-	-	-	-	-	-	-
EQUIPMENT PURCHASE	3,133	-	1,497	2,820	2,820	2,820	2,000	3,000
CONTRACT SERVICES	314,223	278,483	270,308	300,000	290,000	299,606	316,000	316,000
CAPITAL OUTLAY-VEHICLES	-	-	26,180	-	-	-	-	-
CAPITAL OUTLAY - BUILDINGS	-	23,398	-	-	-	-	-	-
	\$ 1,241,482	\$ 1,317,156	\$ 1,381,862	\$ 1,542,869	\$ 1,463,146	\$ 1,427,380	\$ 1,317,906	\$ 1,318,381

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, 2018 the County had a legal debt margin of \$456,503,170.

Percentage of tax supported debt to Appraised Value of Property is .24%

Total G/F Debt per Capita as of June 30, 2019 **\$453**

G/F GO Debt per Capita as of June 30, 2019 **\$295**

- 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 2019-2020 for the General Fund.

Category of Debt	Principal	Interest
Schools	\$ 1,681,000	\$ 397,490
BCCC Allied Health Building	76,980	98,739
Energy Savings Equipment Installment Purchase Contracts	167,000	28,281
3rd Street Building Installment Purchase Contract	13,441	6,605
17/18 Capital Imp. Installment Financing	336,119	35,422
Total G/F Debt Service 2019-2020	\$ 2,274,540	\$ 566,537

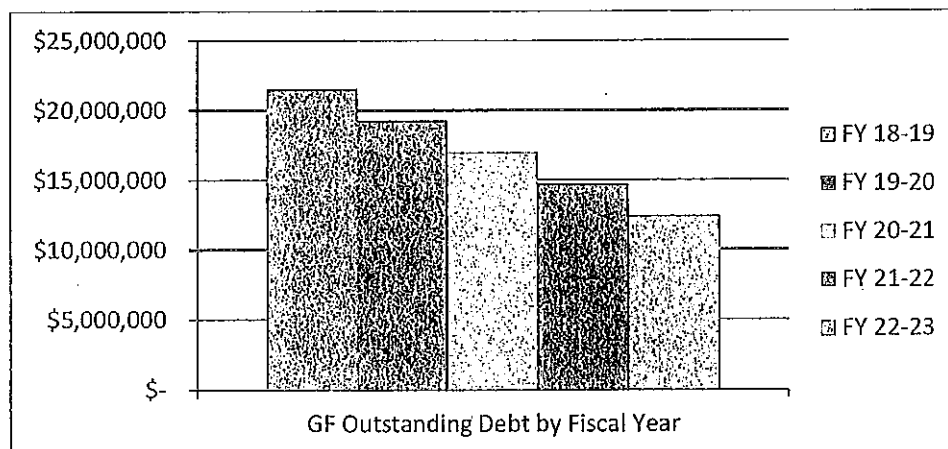
DEBT SERVICE – GENERAL FUND

Overview: Beaufort County has various sources of revenues, which are used to retire debt obligations. The current sources of revenue are restricted portions of sales tax revenues, lottery proceeds, and non-restricted intergovernmental revenues. At present, the County uses several different types of financing, including general obligation bonds, installment purchase contracts, and bond refundings.

GO or General Obligation Debt is issued by the County and pledges the full faith and credit of the County. Therefore, GO bonds must be approved by the citizens of a jurisdiction and are guaranteed by future tax revenue. The most important County obligation is for payment of GO debt. **Refunded GO bonds** represent general obligation bonds that are refinanced to obtain a lower net interest cost.

Installment Purchase (referred to as a 160A-20), is a lease purchase in which the item or items purchased serve as collateral. There is no public approval necessary and these instruments are generally used for smaller projects due to the low issuance cost. Installment purchase contracts with a term greater than 59 months require approval by the North Carolina Local Government Commission. The term of these notes is generally shorter than GO bonds.

<i>General Fund Outstanding Debt</i>	Balances At Fiscal Year End				
	As of 6/30/2019	6/30/2020	6/30/2021	6/30/2022	6/30/2023
Refunded GO School Bonds – Series 2017	\$ 3,242,000	\$ 2,865,000	\$2,492,000	\$ 2,122,000	\$1,757,000
Refunded GO School Bonds – Series 2012	7,100,000	6,280,000	5,480,000	4,680,000	3,875,000
Refunded GO School Bonds – Series 2015	3,673,000	3,189,000	2,712,000	2,242,000	1,779,000
Installment Purchase – 2015 Energy Contract	1,398,000	1,231,000	1,055,000	870,000	675,000
USDA Installment Purchase – Health Bldg.	2,821,095	2,744,115	2,664,441	2,581,978	2,496,630
Installment Purchase – 117 W. 3 rd Street Bldg.	168,993	155,552	141,555	126,980	111,803
Installment Purchase – Major Capital	3,112,912	2,776,794	2,436,630	2,092,372	1,743,981
Total Outstanding G/F Debt	\$21,516,000	\$19,241,461	\$16,981,626	\$ 14,715,330	\$12,438,414



DEBT SERVICE REQUIREMENTS – GENERAL FUND

Debt Service Requirements

Issue Year	Final Pay Date	Debt Description	Actual Fiscal Year 2018-2019	Budget Fiscal Year 2019-2020	Budget Fiscal Year 2020-2021	Interest Rate	Type
Jul 2017	Feb 2028	Refunded GO School Bonds – Series 2017	\$ 459,386	\$ 448,975	\$500,206	2.22%	GO Bond
Aug 2012	April 2028	Refunded GO School Bonds – Series 2012	1,104,550	1,071,750	1,035,350	2.0%-5.0%	GO Bond
Nov 2015	Nov 2026	Refunded GO School Bonds – Series 2015	574,237	557,767	540,436	2.15%	GO Bond
Nov 2015	Aug 2026	Installment Purchase – 2015 Energy Contract	190,652	195,291	186,603	2.132%	Installment
May 2013	June 2043	USDA Installment Purchase – Health Bldg.	175,718	175,718	175,718	3.5%	Installment
Nov 2014	Oct 2029	Installment Purchase – 117 W. 3 rd Street Bldg.	20,048	20,046	20,046	4%	Installment
May 2018	Apr 2028	Installment Purchase – Major Capital	371,540	371,540	371,540	1.2%	Installment
Total Payments by Fiscal Year			\$ 2,896,131	\$ 2,841,077	\$ 2,828,897		

DEBT SERVICE

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
DEBT ISSUANCE EXPENSE	\$ 129,779	\$ -	\$ 81,795	\$ -	\$ -	\$ -	\$ -	\$ -
PRINCIPAL-BCCC	67,083	69,431	71,861	74,377	74,377	74,377	76,980	76,980
PRINCIPAL-2005 SCHOOL BOND \$17	850,000	-	-	-	-	-	-	-
PRINCIPAL-2006 SCHOOL BOND \$9	450,000	450,000	450,000	-	-	-	-	-
PRINCIPAL-2008 SCHOOL BOND \$7	350,000	350,000	350,000	-	-	-	-	-
PRINCIPAL-ENERGY STUDY	123,326	143,000	150,000	159,000	159,000	159,000	167,000	167,000
PRINCIPAL-117 W 3RD ST BLDG	11,300	11,905	12,396	12,908	12,908	12,908	13,441	13,441
PRINCIPAL-2012 REFUNDING	-	830,000	825,000	820,000	820,000	820,000	820,000	820,000
PRINCIPAL-2015 REFUNDING	-	41,000	42,000	490,000	490,000	490,000	484,000	484,000
PRINCIPAL-2017 REFIN-08 SCHOOL	-	-	67,000	379,000	379,000	379,000	377,000	377,000
PRINCIPAL-FY 17/18 CAPITAL	-	-	-	332,121	332,121	332,121	336,119	336,119
INTEREST-BOND REFUNDING	41,334	-	-	-	-	-	-	-
INTEREST-BCCC	108,635	106,287	103,857	101,341	101,341	101,342	98,739	98,739
INTEREST-2005 SCHOOL BOND \$17	351,200	-	-	-	-	-	-	-
INTEREST-2006 SCHOOL BOND \$9	120,038	25,425	8,213	-	-	-	-	-
INTEREST-2008 SCHOOL BOND \$7	156,100	145,600	11,200	-	-	-	-	-
INTEREST-ENERGY STUDY	56,183	38,133	34,986	31,651	31,651	31,652	28,281	28,281
INTEREST-117 W 3RD ST BLDG	8,747	8,142	7,651	7,140	7,140	7,140	6,605	6,605
INTEREST-2012 REFUNDING	-	334,200	309,300	284,550	284,550	284,550	251,750	251,750
INTEREST-2015 REFUNDING	-	90,848	89,956	84,237	84,237	84,237	73,767	73,767
INTEREST-2017 REF. 08 SCHOOL	-	-	43,211	80,387	80,387	80,387	71,973	71,973
INTEREST-FY 17/18 CAPITAL	-	-	6,955	39,420	39,420	39,420	35,422	35,422
SERVICE CHARGES	-	-	150	-	-	-	-	-
	\$ 2,823,725	\$ 2,643,971	\$ 2,665,531	\$ 2,896,132	\$ 2,896,132	\$ 2,896,134	\$ 2,841,077	\$ 2,841,077

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.

	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
State Unemployment Insurance	\$ 11,564	\$ 30,000	\$ 30,000	\$ 20,000
FLSA Law Impact	15,388	10,000	10,000	10,000
Employee Assistance	6,138	6,325	6,325	6,138
Insurance & Bonds	190,996	205,000	182,365	200,000
IT Support/Software	115,727	136,100	136,100	197,700
Postage	37,197	32,000	32,000	38,000
Employee Luncheon	5,107	5,000	5,000	5,000
Phone System Study	13,611	-	-	-
Broadband Study	-	-	-	25,000
Payment to Vidant	41,000	-	-	-
Land Purchase	235,088	-	-	-
Capital - Equipment	-	-	85,000	60,000
Hurricane Florence	-	-	-	-
Totals	\$ 671,816	\$ 424,425	\$ 486,790	\$ 561,838

NON-DEPARTMENTAL

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
UNEMPLOYMENT INS-NON-DEPARTMNT	\$ -	\$ 44,630	\$ 11,564	\$ 30,000	\$ 30,000	\$ 10,441	\$ 20,000	\$ 20,000
FLSA LAW IMPACT	-	14,874	15,388	10,000	10,000	-	10,000	10,000
EMPLOYEE ASSISTANCE PROGRAM	-	6,138	6,138	6,325	6,325	6,138	6,138	6,138
APPRECIATION LUNCHEON-EMP.	-	4,564	5,107	5,000	5,000	5,203	5,300	5,000
POSTAGE	-	31,490	37,197	32,000	32,000	36,000	41,500	38,000
IT-COMPUTER SOFTWARE/SUPPORT	-	122,953	115,727	136,100	136,100	156,000	141,000	197,700
PHONE SYSTEM STUDY	-	-	13,611	-	-	-	-	-
BROAD BAND ENGINEERING STUDY	-	-	-	-	-	-	-	25,000
INSURANCE AND BONDS	-	190,555	190,996	205,000	182,365	180,516	200,000	200,000
CAPITAL OUTLAY-EQUIPMENT	-	-	-	-	85,000	80,000	60,000	60,000
PAYMENT TO VIDANT	-	-	41,000	-	-	-	-	-
LAND PURCHASE	-	-	235,088	-	-	-	-	-
HURRICANE MATTHEW EXPENSES	-	46,314	-	-	-	-	-	-
HURRICANE FLORENCE EXPENSE	-	-	-	-	-	240,000	-	-
	\$ -	\$ 461,518	\$ 671,816	\$ 424,425	\$ 486,790	\$ 714,298	\$ 483,938	\$ 561,838

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

Transfer to 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 \$80,000 is needed for FY 19/20 which consists of \$35,000 for the Committee of 100 – Industry Ready Building Payment and \$45,000 for the Airport Tax Grant with the City of Washington.

Transfer to Capital Reserve Funds – Year 3 of 5 set aside to accumulate funds for voting machine replacement.

Transfer to Capital Improvements 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 Departments (Payroll Frequency Change) – These funds are set aside to allow employees to sell back 3 days of vacation leave to the County. This bridges the gap in time between the normal July 15th pay date under the current semi-monthly pay plan and the proposed new bi-weekly pay plan.

	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Transfer to Tax Reval	\$ 162,050	\$ 162,050	\$ 162,050	\$ 162,050
Transfer to Economic Dev.	80,000	80,000	80,000	80,000
Transfer to Capital Projects	3,152,372	-	136,941	-
Payrol Frequency Change	-	-	-	200,000
Transfer to Special Revenue Funds	8,567	-	-	-
Transfer to Capital Reserve Funds	55,000	55,000	55,000	55,000
Transfer to Capital Improvements Fund	-	-	-	328,925
Totals	\$ 3,457,989	\$ 297,050	\$ 433,991	\$ 825,975

TRANSFER TO OTHER FUNDS

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
TO REVALUATION FUND	\$ 149,500	\$ 149,500	\$ 162,050	\$ 162,050	\$ 162,050	\$ 162,050	\$ 162,050	\$ 162,050
TRANSFER TO FUND 11 EDC	256,449	-	80,000	80,000	80,000	80,000	80,000	80,000
TRANSFER TO FUND 27 CAP RESERV	-	-	55,000	55,000	55,000	55,000	55,000	55,000
TRANSFER TO FND 40-JAIL DESIGN	-	-	-	-	-	-	-	-
TRANS. TO COURTHOUSE CPF-147	24,255	376,775	-	-	-	-	-	-
TRANSFER TO SOLID WASTE/LDFILL	-	134,919	-	-	-	-	-	-
TRANSFER TO CAPITAL PROJECT FD	-	-	3,152,372	-	-	-	-	-
TRANSFER TO SPECIAL REVENUE FD	-	68,324	8,567	-	-	-	-	-
TRANSFER TO RADIO CPF	-	1,806,469	-	-	131,941	131,941	-	-
TRANSFER CPF 149	-	-	-	-	5,000	5,000	-	-
TRANSFER TO FUND 341	-	100,606	-	-	-	-	-	-
TRANSFER TO DEPARTMENTS (PAY CHANGE)	-	-	-	-	-	-	-	200,000
TRANSFER TO CAPITAL IMPROVEMENTS FUND	-	-	-	-	-	-	-	328,925
	\$ 430,204	\$ 2,636,593	\$ 3,457,989	\$ 297,050	\$ 433,991	\$ 433,991	\$ 297,050	\$ 825,975

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 \$2,954,489 based on the recommended budget. The amount recommended for contingency in FY 2019-2020 is well below the limit.

During Fiscal-Year 2018-2019, the Board amended the contingency appropriations as shown in the table below:

Shown as of May 1, 2019:

General Contingency

Date	Description/Action	Amount	Balance
7/1/2018	Beginning Balance		\$25,000
8/6/2018	Blackbeard 300 Tricentennial	(5,000)	\$20,000

Contingency Summary

Actual Contingency Utilized during FY 2017-2018	Original Budget 2018-2019	Total 2018-2019 Contingency Amendments	Remaining 2018-2019 Contingency Budget	Recommended Budget 2019-2020
\$25,000	\$25,000	\$(5,000)	\$20,000	\$25,000

CONTINGENCY

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
CONTINGENCY	\$ -	\$ -	\$ -	\$ 25,000	\$ 20,000	\$ 25,000	\$ 25,000	\$ 25,000
	\$ -	\$ -	\$ -	\$ 25,000	\$ 20,000	\$ 25,000	\$ 25,000	\$ 25,000

DEPARTMENT OF SOCIAL SERVICES

The Beaufort County Department of Social Services is one of 100 county administered social service agencies. Its 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.

Melanie B. Corprew
Director

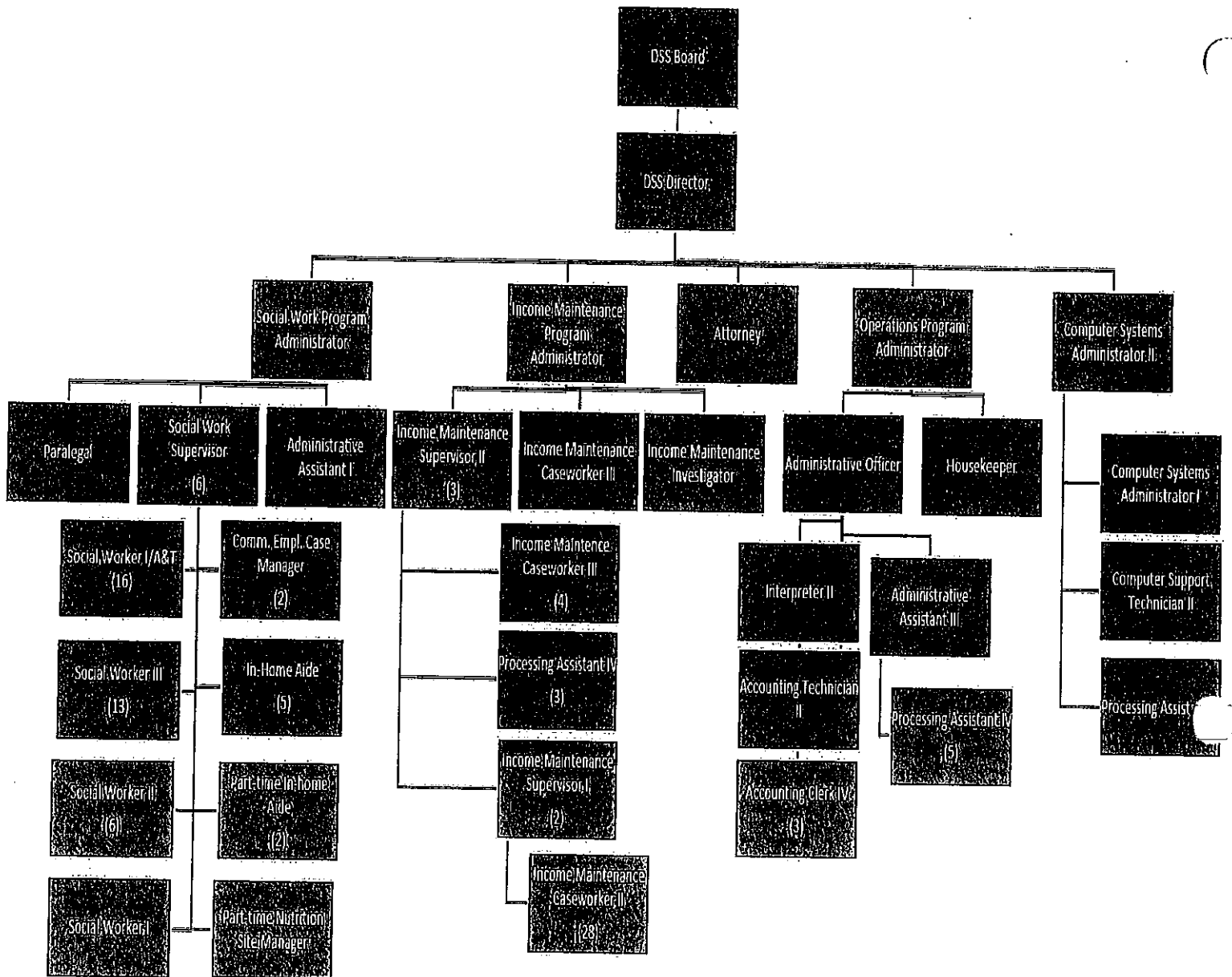
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The department's services are subdivided into three primary service program areas: 1) Public Assistance Programs; 2) Family Services [Child Welfare and Adult Services]; and, 3) Child Support Enforcement. The Public Assistance (PA) programs include: Food & Nutrition Services (FNS), Family & Children (FC-MA) and Adult Medicaid (A-MA), Work First Employment (WF), Emergency Assistance (EA) and General Assistance (GA), Child Day Care (CDC) and Non-Emergency Medicaid Transportation (NEMT). Adult and Child Welfare Services include Child Protective Services (CPS), CW Foster Care, Adoptions, Adult Guardianship, Protective Payee, Personal Care Services, and Case Management. Child Support Enforcement services help establish parental responsibility and financial support obligations to ensure child support collections and disbursements. Currently all these programs are included in the operations of the Department of Social Services with the exception of Child Support Services. These services are contracted to a private company. We do include these costs in our budget to pull down federal and state reimbursement for this program.

The county dollar represents 44% of the Department of Social Services' total proposed budget of \$10,658,135. The remainder of the Department's budget is provided by billable services and State and Federal funding sources.

SOCIAL SERVICES	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 4,366,422	\$ 4,618,042	\$ 4,615,042	\$ 4,577,468
Benefits	1,367,921	1,546,116	1,546,116	1,614,970
Operating	4,533,560	4,684,824	4,937,620	4,465,697
Capital	13,207	-	83,601	-
Totals	\$ 10,281,110	\$ 10,848,982	\$ 11,182,379	\$ 10,658,135



FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Recommended
114	116	115	115	115

In fiscal year 2019 Departments of Social Services were required to enter into a Memorandum of Understanding with North Carolina Department of Health and Human Services (NC DHHS) and certain performance measures were set forth in this agreement. Failure to meet these measures may result in NC DHHS withholding state and federal funding to Beaufort County Department of Social Services.

Beaufort County – Mandated Performance Requirements – 2018-2019		
<i>Child Welfare – CPS Assessments</i>		
	Performance Measure	As of 1/31/19
1	The County will initiate 95% of all screened-in reports within required timeframes.	100%
2	For all children who were victims of maltreatment during a twelve-month period, no more than 9% received a subsequent finding of maltreatment.	6.6%
<i>Child Welfare – Foster Care</i>		
1	The County will document permanency goals for 95% of foster youth within 60 days of a child entering custody or for whom the county has placement authority.	100%
2	The County will ensure that 95% of all foster youth have face-to-face visits by the social worker each month.	98%
<i>Foster Care: The below system performance measures require county & state level system collaboration and improvements to successfully meet targets.</i>		
	System Performance Measure	As of 1/31/19
3	The County will provide leadership for ensuring that 41% of children who enter foster care in a 12-month period are discharged to permanency within 12 months of entering foster care.	30%
4	The County will provide leadership for ensuring that children who enter foster care in a 12-month period who were discharged within 12 months to reunification, kinship care, guardianship, or adoption, no more than 8.3% re-enter foster care within 12 months of their discharge.	0%
5	The County will provide leadership for ensuring that all of children who enter foster care in a 12-month period in the county, the rate of placement moves per 1000 days of foster care will not exceed 4.1%.	4%
<i>Energy Programs</i>		
1	The County will process 95% of Crisis Intervention Program (CIP) applications within one (1) business day for applicants with no heat or cooling source	100%
2	The County will process 95% of Crisis Intervention Program (CIP) applications within two (2) business days of the application date for applicants who have a heat or cooling source.	100%
<i>Work First</i>		
1	The County will collect documentation from 50% of all work-eligible individuals that demonstrates completion of the required number of hours of federally countable work activities.	100%
2	The County will collect documentation from 90% of two-parent families with Work Eligible individuals that verifies that they have completed the required number of hours of federally countable work activities.	100%
3	The County will process 100% of Work First applications within 45 days of receipt.	100%
4	The County will process 100% of Work First recertifications no later than the last day of the current recertification period.	100%

<i>Food and Nutrition Services</i>		
1	The County will process 95% of expedited FNS applications within 4 calendar days from the date of application.	97%
2	The County will process 95% of regular FNS applications within 25 days from the date of application.	97%
3	The County will ensure that 95% of FNS recertifications are processed on time, each month.	98%
4	The County will ensure that 100% of Program Integrity claims are established within 180 days of the date of discovery.	100%
<i>Adult Protective Services (APS)</i>		
1	The County will complete 95% of APS evaluations involving allegations of abuse or neglect within 30 days of the report.	100%
2	The County will complete 85% of APS evaluations involving allegations of exploitation within 45 days of the report.	100%
<i>Special Assistance (SA)</i>		
1	The County will process 85% of Special Assistance for the Aged (SAA) applications within 45 calendar days of the application date.	100%
2	The County will process 85% of Special Assistance for the Disabled (SAD) applications within 60 calendar days of the application date.	100%
<i>Child Care Subsidy</i>		
1	The County will process 95% of Child Care subsidy applications within 30 calendar days of application date.	100%

DSS – MANAGEMENT, ADMINISTRATIVE, LEGAL, AND FISCAL

This division is comprised of the following units. The legal unit handles all legal matters for the agency. The obligations primarily fall in the realm of adult and child protective services. The Fiscal Unit monitors and distributes finances and maintains internal controls of the agency. The Administrative unit is comprised of our processing assistants who are responsible for the dissemination of client information to staff and are also the primary contact for consumers contacting the agency.

Melanie B. Corprew
Director

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DSS – INFORMATION AND TECHNOLOGY SERVICES

The IT department is responsible for the operation of all agency servers, computers, hardware, network systems, and applications for DSS and Child Support. IT staff provides all employees with technical assistance and access to multiple systems, local and state; as well as, provides training for staff in security and multiple computer programs. The Computer Systems Administrator I provides technical assistance to the Beaufort County Manager's Office and other county offices. IT staff assists DSS and Child Support employees in a way that will empower them to be more efficient and successful in their jobs with the use of technology. We also advocate technology needs for the benefit of our employees and the clients they serve.

Derrick Leggett, Computer Systems
Administrator II

Beaufort County Department of
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DSS – PUBLIC ASSISTANCE SERVICES AND PROGRAM INTEGRITY

The Beaufort County Department of Social Services provides public assistance to low income families. Types of public assistance that are available include, Food and Nutrition Services, Medicaid, Non-Emergency Medical Transportation, Crisis intervention, Work First Family Assistance and Low-Income Energy Assistance. Public Assistance allows many of our families throughout Beaufort County to have access to nutritious foods and medical assistance, which often enables many families to become self-sufficient.

Amy Alligood, Income Maintenance
Administrator II

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DSS – ADULT, CHILD AND FAMILY SUPPORT SERVICES

The Adult, Child, and Family Support Services Section provides services to individuals and families in need of basic support to ensure the safety and well-being of all Beaufort County residents. This is accomplished by working with adults, children, and families to provide supportive services to keep families together and in their homes whenever possible. This section provides a myriad of services designed to keep adults, families, and children safe.

Lori Leggett, MSW,
Social Work Program Administrator

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SOCIAL SERVICES

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SOCIAL SERVICES-ADMINISTRATION	\$ 3,860,917	\$ 4,135,481	\$ 4,179,700	\$ 4,391,532	\$ 4,388,532	\$ 4,388,532	\$ 4,352,778	\$ 4,352,778
ES	66,931	105,586	56,989	85,000	85,000	120,407	85,000	85,000
ES-OVERTIME	-	22,969	-	-	-	-	-	-
SALARIES-OVERTIME-HURRICANE	9,196	9,552	9,402	10,612	10,612	10,612	10,612	10,612
SALARIES-PART TIME	2,587	2,637	3,219	5,000	5,000	2,818	5,000	5,000
BOARD EXPENSE	226,320	245,585	243,135	278,203	278,203	278,203	275,800	275,800
FICA 6.2%	265,131	312,749	320,291	346,931	346,931	346,931	397,181	397,181
LOC. GOV. EMP. RETIREMENT	563,452	602,488	619,471	712,310	712,310	712,310	718,353	732,728
HOSPITALIZATION-EMPLOYEE	52,929	57,435	56,861	65,064	65,064	65,064	64,502	64,502
MEDICARE 1.45%	2,577	2,601	2,580	2,860	2,860	2,860	2,860	2,860
LIFE INSURANCE-EMPLOYEE	70,174	59,563	53,105	57,500	57,500	57,500	57,500	53,000
WORKERS COMPENSATION INSURANCE	68,535	76,600	76,601	89,531	89,531	89,531	88,756	88,756
401(K) EMPLOYER CONTRIBUTION	7,123	5,774	5,842	14,000	20,000	20,000	20,000	20,000
PROFESSIONAL SERVICE-LEGAL	-	788	-	-	-	-	-	-
PROFESSIONAL SERVICE-MEDICAL	8,030	17,710	18,146	20,000	20,000	20,000	20,000	25,000
ADMINISTRATIVE SERVICES	488	1,452	1,424	1,500	1,500	1,500	1,500	1,500
VOLUNTEER RECEPTION	11,267	18,593	19,442	22,000	22,000	22,000	22,000	22,000
OFFICE SUPPLIES	-	1,037	4,117	5,500	5,500	5,500	5,500	5,500
DSS MISC.-DONATED FUNDS	26,273	32,598	33,833	28,000	28,000	28,000	33,000	33,000
PROFESSIONAL DEVELOPMENT	159,322	166,125	177,197	160,000	160,000	182,683	180,000	180,000
TRAVEL-CLIENT TRANSPORTATION	80,765	75,779	92,401	107,800	107,800	107,800	107,800	107,800
TELEPHONE	22,515	21,745	22,591	23,500	23,500	23,500	23,500	23,500
POSTAGE	53,764	52,633	56,298	60,000	60,000	65,572	65,000	65,000
UTILITIES-SOCIAL SERVICES	1,279	899	1,208	1,200	1,200	1,200	1,200	1,200
PRINTING	7,294	4,602	9,599	6,600	6,600	6,600	6,600	6,600
RECORDS MANAGEMENT-MICROFILM	44,644	3,513	72,528	38,000	38,000	38,000	25,600	25,600
MAINT/REPAIR-BUILDINGS	104	744	49	1,000	1,000	1,200	1,200	1,200
MAINT/REPAIR-EQUIPMENT	1,092	-	-	-	-	-	-	-
FREIGHT	267,155	222,757	226,191	251,471	251,471	251,471	251,471	251,471
COMPUTER SOFTWARE/SUPPORT	3,147	6,475	3,515	4,500	4,500	4,500	4,500	4,500
LEGAL ADVERTISING	82,573	41,785	64,335	83,000	83,000	83,000	83,000	83,000
TEMPORARY EMP.SERVICES	233	5,029	840	-	-	-	-	-
INTERPRETER-LANGUAGE LINE	20,609	29,814	29,870	27,550	27,550	29,000	29,000	29,000
TRAINING/SCHOOL COSTS	14,912	15,971	16,475	19,330	19,330	18,000	20,424	20,424
CONTRACT- EBT ISSUANCE	154,290	59,688	87,633	93,565	93,565	93,565	93,565	83,565
EQUIPMENT PURCHASE	28,128	19,293	19,248	19,200	19,200	19,200	19,200	19,200
REAL ESTATE EQUIPMENT	1,824	1,874	1,879	3,014	3,014	3,014	3,014	3,014
DUES & SUBSCRIPTIONS	14,600	13,142	9,170	15,000	15,000	9,000	15,000	15,000
BANK SERVICE FEES	27,427	-	13,207	-	83,601	83,600	-	-
CAPITAL OUTLAY-EQUIPMENT	-	-	-	-	-	-	-	-
SOCIAL SERVICES-ADMINISTRATION	\$ 6,227,607	\$ 6,453,067	\$ 6,608,394	\$ 7,050,273	\$ 7,136,874	\$ 7,192,673	\$ 7,090,416	\$ 7,095,291

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
STATE IN-HOME/AGING SERVICES								
SALARIES (Aging)	\$ 144,692	\$ 131,978	\$ 105,136	\$ 107,238	\$ 107,238	\$ 107,238	\$ 107,238	\$ 107,238
SALARIES-OVERTIME (Aging)	-	96	-	300	300	300	300	300
SALARIES-OVERTIME-HURRICANE (Aging)	-	598	-	-	-	-	-	-
SALARIES-PART TIME (Aging)	15,400	11,944	11,975	18,360	18,360	18,360	16,540	16,540
FICA 6.2% (Aging)	9,569	8,584	6,831	7,806	7,806	7,806	7,693	7,693
LOC. GOV. EMP. RETIREMENT (Aging)	9,767	9,725	7,948	8,334	8,334	8,334	9,625	9,625
HOSPITALIZATION-EMPLOYEE (Aging)	41,609	37,326	30,400	30,970	30,970	30,970	31,745	31,745
MEDICARE 1.45% (Aging)	2,238	2,008	1,598	1,826	1,826	1,826	1,799	1,799
LIFE INSURANCE-EMPLOYEE (Aging)	157	128	102	130	130	130	130	130
WORKERS COMPENSATION INSURANCE (Aging)	-	4,829	4,386	4,750	4,750	4,750	4,750	4,750
401(K) EMPLOYER CONTRIBUTION (Aging)	2,894	2,654	2,102	2,151	2,151	2,151	2,151	2,151
MEDICAL-CARE MGMT/AIDE IMMUN.	830	590	654	600	600	600	600	600
PROF. SERVICES MEDICAL-AGING	609	8,847	4,675	5,000	5,000	1,184	-	-
PROF. SERV.-GUARDIANSHIP/ADULT SERVICES GEN. ASST.	15,580	10,504	16,558	25,000	25,000	15,000	25,000	25,000
PURCHASED MEALS	122,837	130,806	125,530	130,000	130,000	130,000	130,000	130,000
MEDICAL SUPPLIES	25,151	4,087	1,921	5,000	5,000	2,500	5,000	5,000
TRAVEL-CLIENT TRANSPORTATION	22,389	26,303	23,119	30,000	30,000	30,000	30,000	30,000
ELDERLY TRANSPORTATION-ETAP	58,720	56,119	56,825	41,974	41,974	41,974	41,974	41,974
ELD. TRANSP.-EDTAP(SUPPLEMENT)	54	-	-	-	-	-	-	-
SPECIAL PROJECTS	297	285	320	500	500	400	500	500
CONTRACT SERVICES	-	26,786	103,470	94,700	94,700	94,700	101,520	101,520
STATE IN-HOME/AGING	\$ 472,793	\$ 474,197	\$ 503,550	\$ 514,639	\$ 514,639	\$ 498,223	\$ 516,565	\$ 516,565
WORK FIRST								
PROF. SERVICES DRUG/MENTAL TEST	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	\$ 1,500
PRO. SERVICES-COUNSEL/ASSESSMENT	-	-	-	-	-	-	-	-
PROFESSIONAL DEVEL/WORKFIRST	8,221	9,151	10,331	10,500	10,500	10,500	10,500	10,500
OTHER SUPP.SERV.(200% POVERTY)	1,990	3,562	968	7,500	7,500	7,500	7,500	7,500
CHILD ONLY SUPPORTIVE SERVICES	781	3,578	7,710	10,000	10,000	10,000	10,000	10,000
ESC CONTRACT-WORK FIRST	32,000	32,000	35,000	41,900	41,900	41,900	48,900	48,900
JOB PREP/EDUC/TRAINING	-	-	-	-	-	-	-	-
EMERGENCY ASSISTANCE-TANF	-	-	-	38,100	28,100	38,100	21,100	21,100
(ABOVE ACCOUNT MOVED FROM ENERGY ASSISTANCE)	-	-	-	-	-	-	-	-
WORK FIRST	\$ 42,992	\$ 48,291	\$ 54,009	\$ 109,500	\$ 99,500	\$ 108,000	\$ 99,500	\$ 99,500

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
IV-D CHILD SUPPORT ENFORCEMENT								
FOSTER CARE SERVICE-IV-D CONTRACT	\$ 850,102	\$ 875,043	\$ 946,182	\$ 899,404	\$ 899,404	\$ 899,404	\$ 751,986	\$ 751,986
FOOD TESTS	-	-	3,386	7,000	7,000	1,000	5,000	5,000
LIVING FEES	-	-	-	10,000	10,000	-	1,000	1,000
IV-D CHILD SUPPORT	\$ 850,102	\$ 875,043	\$ 949,568	\$ 916,404	\$ 916,404	\$ 900,404	\$ 757,986	\$ 757,986
SPECIAL ASSISTANCE								
CO. SHARE ASST (SPECIAL ASST)	\$ 582,853	\$ 585,334	\$ 550,421	\$ 640,000	\$ 640,000	\$ 605,000	\$ 640,000	\$ 640,000
ADOPT.ASSIST.IV-E & VENDOR PMT	-	-	103	-	-	-	-	-
SPECIAL ASSISTANCE	\$ 582,853	\$ 585,334	\$ 550,524	\$ 640,000	\$ 640,000	\$ 605,000	\$ 640,000	\$ 640,000
FOSTER CARE								
DRUG TEST	\$ 7,075	\$ 8,327	\$ 7,353	\$ 7,200	\$ 7,200	\$ 7,200	\$ 7,200	\$ 7,200
MEDICAL (FOSTER CARE)	1,743	7,495	2,274	6,600	6,600	2,000	6,600	6,600
GENERAL ASSISTANCE	18,659	16,434	18,410	35,000	35,000	35,000	35,000	35,000
INDEPENDENT LIVING LINKS	805	2,450	4,891	5,000	5,000	5,000	5,000	5,000
ADOPTION ASST IV-B & VENDOR PMT	62,166	70,729	64,834	87,500	87,500	67,000	87,500	87,500
FOSTER CARE-STATE	96,922	120,173	146,089	114,000	114,000	216,000	230,000	230,000
FOSTER CARE-IV-E	228,980	285,630	294,607	325,000	325,000	210,000	275,000	275,000
ADOPT.ASSIST.IV-E & VENDOR PMT	131,407	129,611	138,746	145,000	145,000	164,000	184,000	184,000
SPECIAL ADOPTION INCENT. FUND	22,183	26,681	39,313	27,000	27,000	22,000	5,000	5,000
FOSTER CARE	\$ 569,941	\$ 667,530	\$ 716,516	\$ 752,300	\$ 752,300	\$ 728,200	\$ 835,300	\$ 835,300
MEDICAL ASSISTANCE								
TRAVEL-CLIENT MEDICAID TRANS	\$ 608,261	\$ 720,283	\$ 100,651	\$ 200,000	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000
CO. SHARE OF ASST PI MEDI.CLAIMS	1,140	7,757	2,653	25,000	25,000	5,000	10,000	10,000
MEDICAL ASSISTANCE	\$ 609,402	\$ 728,040	\$ 103,304	\$ 225,000	\$ 225,000	\$ 105,000	\$ 110,000	\$ 110,000
ENERGY ASSISTANCE								
AFDC-EA (ENERGY ASSISTANCE)	\$ 16,753	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CIP-CRISIS INTERVENTION PROG.	166,654	181,655	242,215	241,000	298,941	200,000	277,595	277,595
PROGRESS ENERGY NEIGHBOR	7,819	5,063	2,683	7,677	7,677	7,677	7,074	7,074
THE WARMTH	-	92	-	92	92	92	-	-
ENERGY ASSISTANCE-LIAP	241,465	221,700	243,100	241,000	429,855	319,855	277,595	277,595
ENERGY (EMERGENCY) ASSISTANCE-TANF	37,667	19,799	9,093	-	-	-	-	-
(ABOVE ACCOUNT MOVED TO WORK FIRST)								
ENERGY ASSISTANCE	\$ 470,358	\$ 428,309	\$ 497,091	\$ 489,769	\$ 736,565	\$ 527,624	\$ 562,264	\$ 562,264

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
ALL COUNTY FUNDS								
TRAVEL-CLIENT TRANSPORTATION	\$ -	\$ 109	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GEN ASST-DDS, UNBODIES, NON-NEMT	6,911	5,893	23,970	15,000	25,000	25,000	25,000	25,000
ALL COUNTY FUNDS	\$ 6,911	\$ 6,002	\$ 23,970	\$ 15,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
AID TO THE BLIND								
CO. SHARE ASST SW FOR THE BLIND	\$ 6,495	\$ 6,639	\$ 6,970	\$ 7,572	\$ 7,572	\$ 7,572	\$ 7,572	\$ 7,704
BC BLIND CENTER	-	3,658	2,223	3,525	3,525	3,525	3,525	3,525
AID TO THE BLIND	\$ 6,495	\$ 10,297	\$ 9,193	\$ 11,097	\$ 11,097	\$ 11,097	\$ 11,097	\$ 11,229
CHILD DAY CARE								
FSA-FEDERAL CHILDCARE EXPENSE	\$ 2,246,123	\$ 2,846,430	\$ 264,992	\$ 25,000	\$ 25,000	\$ -	\$ 5,000	\$ 5,000
NON-FSA MOE	1,076	55,996	-	100,000	100,000	-	38,000	-
SMART START DAY CARE	258,490	257,380	-	-	-	-	-	-
CHILD DAY CARE	\$ 2,505,689	\$ 3,159,805	\$ 264,992	\$ 125,000	\$ 125,000	\$ -	\$ 43,000	\$ 5,000
TOTALS	\$ 12,345,141	\$ 13,435,916	\$ 10,281,110	\$ 10,848,982	\$ 11,182,379	\$ 10,701,221	\$ 10,691,128	\$ 10,658,135

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 in order to improve the wellness of the community within a healthy environment. Services include: Prenatal Care, Communicable Disease Control, Immunizations, WIC, Family Planning, Pregnancy Care Management, Care Coordination for Children, Tuberculosis, Breast and Cervical Cancer Control, HIV/STD, Health Education, Public Health Preparedness, Vital Records, Environmental Health, Jail Health, and Healthy Living Clinic. The Public Health Department is staffed with 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.

Local funding comprises 43% of the Public Health Department's total proposed budget of \$4,073,956. The rest of the Department's budget is from billable services and State and Federal sources.

James Madson, RN, MPH,
Health Director

Beaufort County Health Department
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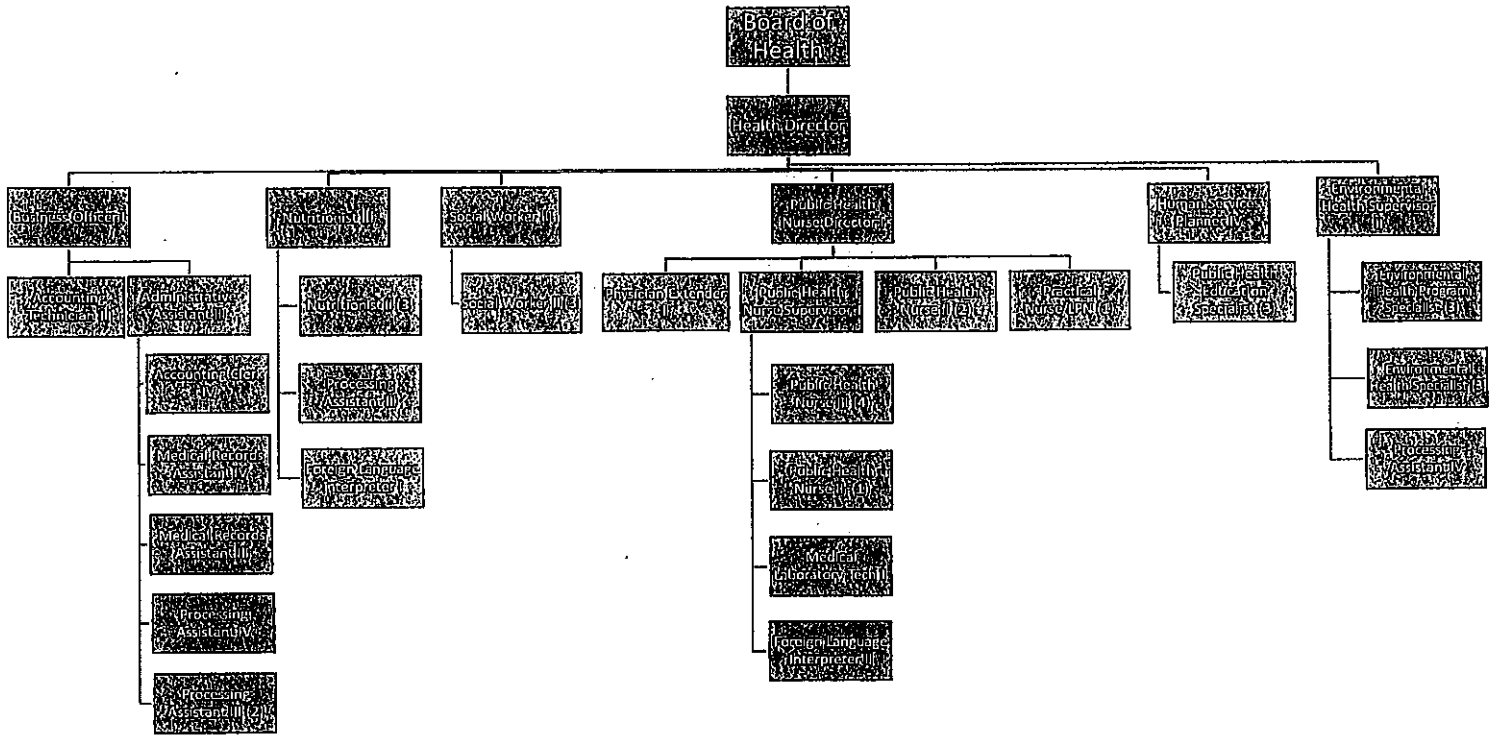
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COST CENTERS

Cost Center Name	Customer Group	Revenues
General Administration	Administrative Support for Department	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 (childbearing age)	State, Fees/Insurance, Medicaid
Jail Health	Inmate Population	Fees
Healthy Living	Entire Population	Medicaid & Fees/Insurance
WIC	Women and Children	Federal
Pregnancy Care Management	Pregnant Women	Medicaid
Care Coordination for Children	Children	Medicaid
Environmental Health	Entire Population	State & Fees
AIDS Control	Entire Population	State



FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Recommended
41	41	44	44	44

PUBLIC HEALTH REVENUES	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
State Health	824,211	815,154	1,017,848	958,452
Federal Health	842,533	968,333	996,093	895,344
Sales and Service	236,612	414,136	414,224	326,199
Miscellaneous	117,806	0	33,603	138,504
County	1,526,977	1,834,850	1,807,831	1,755,457
Total	3,548,139	4,032,473	4,269,599	4,073,956

PUBLIC HEALTH EXPENDITURES	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	1,947,104	2,142,085	2,147,297	2,115,075
Benefits	575,719	662,942	663,688	678,061
Operating	1,005,068	1,227,446	1,428,841	1,280,820
Capital Outlay	20,247	0	29,773	0
Total	3,548,139	4,032,473	4,269,599	4,073,956

PUBLIC HEALTH

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH-GENERAL								
SALARIES	\$ 7,872	\$ 9,139	\$ 9,063	\$ 9,780	\$ 9,780	\$ 10,350	\$ 10,267	\$ 10,267
SALARIES-PART TIME	-	-	-	-	1	1	-	-
BOARD SALARY	1,275	1,250	1,100	2,200	2,200	1,325	2,200	2,200
FICA 6.2%	456	530	523	606	606	596	637	637
LOC. GOV. EMP. RETIREMENT	528	666	681	758	758	803	919	919
HOSPITALIZATION-EMPLOYEE	663	2,124	(1,054)	1,363	1,363	930	1,372	1,400
MEDICARE 1.45%	107	124	122	142	142	139	149	149
LIFE INSURANCE-EMPLOYEE	5	5	5	5	5	4	6	6
WORKERS COMPENSATION INSURANCE	28,034	25,411	21,971	23,730	21,066	20,999	23,730	23,730
401(K) EMPLOYER CONTRIBUTION	144	161	163	196	196	185	205	205
PROFESSIONAL SERVICE-MEDICAL	8,930	9,109	9,291	9,477	9,477	9,477	9,667	9,667
ENGINEERING	75	-	-	-	-	-	-	-
EDUCATIONAL SUPPLIES	267	-	-	-	930	-	-	-
MEDICAL SUPPLIES	3,278	4,122	5,631	4,609	4,609	4,018	5,095	5,095
OFFICE SUPPLIES	9,630	10,176	8,709	9,480	9,480	9,400	9,360	9,360
HEALTH ACCREDITATION	2,750	2,750	2,750	2,750	2,750	2,750	3,250	3,250
PROFESSIONAL DEVELOPMENT	9,154	8,264	8,651	9,060	9,060	8,800	10,875	10,875
TRAVEL-FUEL	778	457	576	1,000	1,000	813	1,000	1,000
TELEPHONE	18,056	20,461	23,144	26,673	23,773	21,500	23,998	23,998
POSTAGE	5,535	4,500	6,318	5,900	5,900	5,500	5,900	5,900
UTILITIES-HEALTH DEPT.	29,884	37,963	37,827	38,000	38,000	37,120	38,000	38,000
PRINTING	211	548	460	600	599	590	600	600
MAINT/REPAIR-BUILDINGS	3,340	160	-	-	-	-	-	-
MAINT/REPAIR-EQUIPMENT	1,247	2,570	2,867	2,575	1,575	2,200	2,575	2,575
MAINT/REPAIR-VEHICLE	2,747	1,081	1,276	1,500	1,500	1,500	1,500	1,500
FREIGHT	216	-	-	-	-	-	-	-
ADVERTISING	750	68	-	500	99	-	-	-
COMPUTER SOFTWARE/SUPPORT	55,487	54,384	56,705	59,000	68,212	63,212	63,568	63,568
TEMPORARY EMP.SERVICES	5,055	2,670	4,395	6,000	6,000	3,500	6,000	6,000
INTERPRETER-LANGUAGE LINE	361	88	643	360	560	360	360	360
EQUIPMENT PURCHASE	-	-	1,252	-	3,580	-	-	-
INFRASTRUCTURE EQUIP./SUPPLIES	-	85,420	-	-	-	-	-	-
RENTAL EQUIPMENT	4,615	4,687	4,043	4,839	4,839	3,634	3,665	3,665
CONTRACT SERVICES	1,141	924	1,014	924	924	984	972	972
INSURANCE AND BONDS	5,320	5,586	5,533	7,490	7,879	7,879	8,667	8,667
DUES & SUBSCRIPTIONS	7,300	7,868	8,175	9,848	9,848	9,200	10,030	10,030
	\$ 215,209	\$ 303,270	\$ 221,836	\$ 239,365	\$ 246,711	\$ 227,769	\$ 244,567	\$ 244,595

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH-IMMUNIZATION								
SALARIES	\$ 124,533	\$ 132,036	\$ 123,090	\$ 134,964	\$ 134,964	\$ 127,937	\$ 135,150	\$ 134,964
SALARIES-OVERTIME	-	9	-	-	-	-	-	-
SALARIES-PART TIME	2,864	2,213	3,221	2,823	2,823	2,820	2,894	2,894
FICA 6.2%	7,376	7,793	7,292	8,543	8,543	7,433	8,558	8,558
LOC. GOV. EMP. RETIREMENT	8,538	9,779	9,494	10,460	10,460	10,021	12,096	12,096
HOSPITALIZATION-EMPLOYEE	16,195	17,100	16,669	18,805	18,805	17,073	18,065	18,428
MEDICARE 1.45%	1,725	1,823	1,705	1,998	1,998	1,738	2,002	2,002
LIFE INSURANCE-EMPLOYEE	76	72	67	75	75	68	75	75
401(K) EMPLOYER CONTRIBUTION	2,330	2,367	2,266	2,699	2,699	2,305	2,703	2,703
EDUCATIONAL SUPPLIES	-	-	102	105	105	105	118	118
MEDICAL SUPPLIES	109,738	100,738	87,148	143,578	143,578	141,000	151,938	151,938
OFFICE SUPPLIES	233	193	154	240	240	240	240	240
PROFESSIONAL DEVELOPMENT	615	110	319	679	679	650	958	958
EQUIPMENT PURCHASE	-	-	3,905	-	-	-	-	-
	\$ 274,224	\$ 274,233	\$ 255,432	\$ 324,969	\$ 324,969	\$ 311,390	\$ 334,797	\$ 335,160

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HIV - STD								
SALARIES	\$ 146,651	\$ 132,601	\$ 120,418	\$ 156,480	\$ 145,396	\$ 128,756	\$ 136,827	\$ 136,827
SALARIES-OVERTIME	-	5	-	-	-	-	-	-
SALARIES-PART TIME	2,308	2,083	1,806	2,438	1,938	1,246	1,328	1,328
FICA 6.2%	8,619	7,816	7,053	9,853	9,853	7,474	8,565	8,565
LOC. GOV. EMP. RETIREMENT	9,982	9,809	9,187	12,127	11,127	10,081	12,246	12,246
HOSPITALIZATION-EMPLOYEE	19,002	17,177	16,142	21,803	20,664	17,222	18,428	18,799
MEDICARE 1.45%	2,016	1,828	1,649	2,304	2,304	1,748	2,002	2,002
LIFE INSURANCE-EMPLOYEE	88	73	65	87	87	69	78	78
401(K) EMPLOYER CONTRIBUTION	2,723	2,376	2,195	3,130	3,130	2,319	2,737	2,737
PROFESSIONAL SERVICE-MEDICAL	11,771	12,319	9,269	15,272	15,272	9,000	11,413	11,413
EDUCATIONAL SUPPLIES	2,000	-	90	147	147	147	152	152
MEDICAL SUPPLIES	6,721	7,528	8,563	10,186	10,186	8,500	10,186	10,186
OFFICE SUPPLIES	468	193	154	240	240	240	240	240
PROFESSIONAL DEVELOPMENT	1,022	423	208	2,058	2,058	1,500	2,542	2,542
	\$ 213,371	\$ 194,232	\$ 176,799	\$ 236,125	\$ 222,402	\$ 188,302	\$ 206,744	\$ 207,115

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH-T.B.								
SALARIES	\$ 45,262	\$ 44,094	\$ 39,691	\$ 46,944	\$ 46,944	\$ 41,916	\$ 41,069	\$ 41,069
SALARIES-OVERTIME	-	5	-	-	-	-	-	-
SALARIES-PART TIME	1,115	980	1,053	1,155	1,155	1,490	1,447	1,447
FICA 6.2%	2,683	2,615	2,352	2,983	2,983	2,496	2,636	2,636
LOC. GOV. EMP. RETIREMENT	3,108	3,283	3,062	3,638	3,638	3,366	3,676	3,676
HOSPITALIZATION-EMPLOYEE	5,918	5,750	5,377	6,541	6,541	5,748	5,490	5,600
MEDICARE 1.45%	628	612	550	698	698	584	617	617
LIFE INSURANCE-EMPLOYEE	27	24	22	26	26	23	23	23
401(K) EMPLOYER CONTRIBUTION	848	796	731	939	939	842	821	821
PROFESSIONAL SERVICE-MEDICAL	1,220	930	869	2,876	2,876	615	2,609	2,609
EDUCATIONAL SUPPLIES	177	-	-	193	193	91	151	151
MEDICAL SUPPLIES	2,645	2,609	2,085	4,895	4,895	4,400	5,101	5,101
OFFICE SUPPLIES	216	193	156	240	240	240	240	240
PROFESSIONAL DEVELOPMENT	1,570	614	904	2,355	2,355	2,355	2,204	2,204
DUES & SUBSCRIPTIONS	60	60	60	60	60	60	60	60
	\$ 65,477	\$ 62,565	\$ 56,910	\$ 73,543	\$ 73,543	\$ 64,225	\$ 66,144	\$ 66,254

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH-PREPAREDNESS & RESPONSE								
SALARIES	\$ 47,227	\$ 43,246	\$ 33,050	\$ 46,553	\$ 46,553	\$ 36,500	\$ 38,764	\$ 38,764
FICA 6.2%	2,735	2,510	1,908	2,886	2,886	2,099	2,403	2,403
LOC. GOV. EMP. RETIREMENT	3,165	3,150	2,484	3,608	3,608	2,831	3,469	3,469
HOSPITALIZATION-EMPLOYEE	6,013	5,519	4,362	6,486	6,486	4,840	5,181	5,286
MEDICARE 1.45%	640	587	446	675	675	491	562	562
LIFE INSURANCE-EMPLOYEE	28	23	17	26	26	19	22	22
401(K) EMPLOYER CONTRIBUTION	864	763	593	931	931	651	775	775
EDUCATIONAL SUPPLIES	595	-	132	500	500	500	500	500
OFFICE SUPPLIES	1,238	1,223	1,247	1,250	1,250	1,250	1,300	1,300
EBOLA SUPPLIES	1,005	5,000	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	440	188	840	785	785	780	703	703
FREIGHT	38	-	-	-	-	-	-	-
EBOLA EQUIPMENT	5,817	-	-	-	-	-	-	-
	\$ 69,803	\$ 62,209	\$ 45,080	\$ 63,700	\$ 63,700	\$ 49,960	\$ 53,679	\$ 53,784

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
BREAST/CERVICAL CANCER PREV.								
SALARIES	\$ 24,533	\$ 28,972	\$ 25,943	\$ 26,210	\$ 26,210	\$ 34,701	\$ 29,125	\$ 29,115
SALARIES-OVERTIME	-	2	-	-	-	-	-	-
SALARIES-PART TIME	233	231	640	257	757	1,004	1,085	1,085
FICA 6.2%	1,434	1,695	1,534	1,641	1,641	2,051	1,873	1,873
LOC. GOV. EMP. RETIREMENT	1,660	2,127	1,998	2,031	2,031	2,769	2,607	2,607
HOSPITALIZATION-EMPLOYEE	3,154	3,737	3,512	3,652	3,652	4,770	3,893	3,971
MEDICARE 1.45%	335	396	359	384	384	480	438	438
LIFE INSURANCE-EMPLOYEE	15	16	14	15	15	19	16	16
401(K) EMPLOYER CONTRIBUTION	453	515	478	524	524	443	583	583
PROFESSIONAL SERVICE-MEDICAL	21,504	33,169	45,474	31,875	40,875	38,000	38,325	38,325
EDUCATIONAL SUPPLIES	194	-	300	300	300	300	300	300
MEDICAL SUPPLIES	21	-	-	-	-	-	-	-
OFFICE SUPPLIES	108	96	77	120	120	120	120	120
PROFESSIONAL DEVELOPMENT	113	309	133	1,110	1,110	738	612	612
DUES & SUBSCRIPTIONS	-	60	60	60	60	60	60	60
	\$ 53,755	\$ 71,327	\$ 80,520	\$ 68,179	\$ 77,679	\$ 85,457	\$ 79,037	\$ 79,115

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
ADULT HEALTH SERVICES								
SALARIES	\$ 80,168	\$ 82,869	\$ 63,975	\$ 86,846	\$ 86,846	\$ 88,806	\$ 86,957	\$ 86,957
SALARIES-OVERTIME	-	23	401	-	-	-	-	-
SALARIES-PART TIME	1,184	743	712	898	898	1,146	1,327	1,327
FICA 6.2%	4,709	4,853	3,752	5,440	5,440	5,171	5,473	5,473
LOC. GOV. EMP. RETIREMENT	5,452	6,092	4,894	6,731	6,731	6,976	7,783	7,783
HOSPITALIZATION-EMPLOYEE	10,376	10,678	8,627	12,101	12,101	11,948	11,623	11,857
MEDICARE 1.45%	1,101	1,135	878	1,272	1,272	1,209	1,280	1,280
LIFE INSURANCE-EMPLOYEE	48	45	34	48	48	48	49	49
401(K) EMPLOYER CONTRIBUTION	1,487	1,476	1,172	1,737	1,737	1,604	1,739	1,739
PROFESSIONAL SERVICE-MEDICAL	292	637	377	591	501	300	590	590
PROFESSIONAL SERVICES-DSS TEST	4,192	5,720	4,796	5,750	5,750	4,800	5,750	5,750
EDUCATIONAL SUPPLIES	300	-	-	-	90	-	400	400
MEDICAL SUPPLIES	831	524	1,036	3,399	3,399	1,000	3,359	3,359
OFFICE SUPPLIES	216	193	155	240	240	240	120	120
MISC. GRANT SUPPLIES	-	2,078	5,568	-	4,896	4,896	-	-
GEN DPP EDUCATIONAL SUPPLIES	-	-	-	-	735	-	5,480	5,480
MEDICARE DPP EDUCATIONAL SUPPLIES	-	-	-	-	-	-	2,539	2,539
PROFESSIONAL DEVELOPMENT	1,314	1,205	721	635	635	635	1,050	1,050
TELEPHONE	-	-	-	-	-	-	600	600
DUES & SUBSCRIPTIONS	-	60	-	-	-	-	550	550
	\$ 111,669	\$ 118,331	\$ 97,097	\$ 125,688	\$ 131,319	\$ 128,779	\$ 136,669	\$ 136,903

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH DISASTER								
SALARIES	\$ -	\$ -	\$ -	\$ -	\$ 15,708	\$ 15,707	\$ -	\$ -
SALARIES-OVERTIME	-	-	-	-	8,583	8,583	-	-
SALARIES-PART TIME	-	-	-	-	-	-	-	-
FICA 6.2%	-	-	-	-	1,400	1,400	-	-
LOC. GOV. EMP. RETIREMENT	-	-	-	-	1,882	1,882	-	-
HOSPITALIZATION-EMPLOYEE	-	-	-	-	3,139	3,139	-	-
MEDICARE 1.45%	-	-	-	-	328	327	-	-
LIFE INSURANCE-EMPLOYEE	-	-	-	-	13	12	-	-
401(K) EMPLOYER CONTRIBUTION	-	-	-	-	432	432	-	-
	\$ -	\$ -	\$ -	\$ -	\$ 31,485	\$ 31,482	\$ -	\$ -

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH PROMOTION								
SALARIES	\$ 21,818	\$ 19,103	\$ 47,130	\$ 45,575	\$ 45,575	\$ 67,117	\$ 68,309	\$ 68,309
SALARIES-OVERTIME	29	257	1,844	-	191	191	-	-
SALARIES-PART TIME	48	-	-	51	51	51	-	-
FICA 6.2%	1,266	1,123	2,823	2,829	2,829	3,870	4,235	4,235
LOC. GOV. EMP. RETIREMENT	1,467	1,410	3,683	3,532	3,532	5,220	6,114	6,114
HOSPITALIZATION-EMPLOYEE	2,798	2,473	6,494	6,350	6,350	8,918	9,131	9,314
MEDICARE 1.45%	296	263	660	662	662	905	990	990
LIFE INSURANCE-EMPLOYEE	13	10	26	25	25	36	38	38
401(K) EMPLOYER CONTRIBUTION	400	342	883	912	912	1,200	1,366	1,366
PROJECT LAZARUS	4,952	-	-	-	-	-	-	-
EDUCATIONAL SUPPLIES	6,432	609	286	1,000	1,000	1,000	1,365	1,365
MISC.GRANT-ED.SUPPLIES	2,037	8,783	7,532	11,000	10,130	10,200	11,000	11,000
OPIOID PREVENTION SUPPLIES	-	-	-	-	3,962	3,962	852	852
OFFICE SUPPLIES	149	324	401	800	800	800	330	330
SUPPLIES-H. PROMOTION GRANTS	2,500	-	-	-	-	-	-	-
SUPPLIES-PREPARE	-	-	-	-	7,806	-	117,143	117,143
PROFESSIONAL DEVELOPMENT	281	205	2,027	550	1,420	1,300	875	875
FREIGHT	122	-	-	-	-	-	-	-
ADVERTISING	10,000	7,269	13,358	8,000	8,000	8,000	8,000	8,000
EQUIPMENT PURCHASE	6,017	-	1,028	-	-	-	-	-
DUES & SUBSCRIPTIONS	-	-	-	-	-	-	480	480
TOTAL	\$ 60,625	\$ 42,170	\$ 88,177	\$ 81,286	\$ 93,245	\$ 112,770	\$ 230,228	\$ 230,411

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
CHILD HEALTH								
SALARIES	\$ 15,333	\$ 11,285	\$ 8,628	\$ 15,061	\$ 15,061	\$ 10,011	\$ 9,010	\$ -
FICA 6.2%	886	655	498	934	934	575	559	-
LOC. GOV. EMP. RETIREMENT	1,027	822	649	1,167	1,167	776	806	806
HOSPITALIZATION-EMPLOYEE	1,965	1,440	1,140	2,099	2,099	1,334	1,204	1,229
MEDICARE 1.45%	207	153	116	218	218	135	131	131
LIFE INSURANCE-EMPLOYEE	9	6	5	8	8	5	5	5
401(K) EMPLOYER CONTRIBUTION	280	199	155	301	301	179	180	180
PRO SERVICES-SCHL NURSE GRANT	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
FC-PROFESSIONAL SERVICES	72,301	35,403	-	-	-	-	-	-
CHILD FATALITY PREVENTION TEAM	454	540	562	551	551	551	565	565
HEALTHY BEGINNINGS	-	64,033	72,340	72,151	72,151	72,151	72,711	72,711
FC-EDUCATIONAL SUPPLIES	928	1,794	-	-	-	-	-	-
MEDICAL SUPPLIES	-	36	-	-	-	-	-	-
FC-COMPUTER SOFTWARE SUPPORT	735	729	-	-	-	-	-	-
FC-OFFICE SUPPLIES	1,940	1,947	-	-	-	-	-	-
FC-TRAVEL	3,939	1,409	-	-	-	-	-	-
FC-TELEPHONE	595	326	-	-	-	-	-	-
TOTAL	\$ 350,600	\$ 370,775	\$ 334,092	\$ 342,490	\$ 342,490	\$ 335,717	\$ 335,171	\$ 335,196

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
MATERNAL HEALTH								
SALARIES	\$ 221,918	\$ 227,162	\$ 214,543	\$ 240,391	\$ 240,391	\$ 223,517	\$ 223,784	\$ 223,784
SALARIES-OVERTIME	-	26	48	-	-	-	-	-
SALARIES-PART TIME	2,175	1,713	1,382	2,066	2,066	1,252	1,447	1,447
FICA 6.2%	12,968	13,286	12,462	15,032	15,032	12,922	13,965	13,965
LOC. GOV. EMP. RETIREMENT	15,018	16,673	16,234	18,630	18,630	17,430	20,029	20,029
HOSPITALIZATION-EMPLOYEE	28,592	29,224	28,522	33,495	33,495	29,814	29,913	30,513
MEDICARE 1.45%	3,033	3,107	2,915	3,516	3,516	3,022	3,266	3,266
LIFE INSURANCE-EMPLOYEE	132	124	114	134	134	119	125	125
401(K) EMPLOYER CONTRIBUTION	4,097	4,037	3,879	4,808	4,808	4,009	4,476	4,476
PROFESSIONAL SERVICE-MEDICAL	29,076	26,656	26,543	33,204	33,204	32,000	30,537	30,537
EDUCATIONAL SUPPLIES	418	184	530	193	2,583	620	198	198
TARGETED INFANT MORTALITY GRNT	54,380	32,720	46,334	46,580	46,580	46,580	39,920	39,920
MEDICAL SUPPLIES	7,774	8,793	7,692	10,333	17,806	10,333	10,445	10,445
OFFICE SUPPLIES	648	578	463	720	720	720	720	720
MINI GRANT SUPPLIES	-	-	-	-	20,757	20,737	-	-
PROFESSIONAL DEVELOPMENT	717	740	184	1,769	1,769	1,274	1,874	1,874
FREIGHT	10	-	-	-	-	-	-	-
EQUIPMENT PURCHASE	1,568	752	-	-	-	-	-	-
DUES & SUBSCRIPTIONS	155	830	308	1,007	1,007	645	645	645
TOTAL	\$ 382,679	\$ 366,605	\$ 362,153	\$ 411,878	\$ 442,498	\$ 404,994	\$ 381,344	\$ 381,944

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH-FAMILY PLANNING								
SALARIES	\$ 208,841	\$ 211,665	\$ 217,349	\$ 226,309	\$ 226,309	\$ 220,845	\$ 223,993	\$ 223,993
SALARIES-OVERTIME	-	21	-	-	-	-	-	-
SALARIES-PART TIME	3,187	2,844	2,084	3,143	2,143	1,261	1,447	1,447
FICA 6.2%	12,270	12,450	12,661	14,226	14,226	12,770	13,978	13,978
LOC. GOV. EMP. RETIREMENT	14,209	15,626	16,495	17,539	17,539	17,224	20,047	20,047
HOSPITALIZATION-EMPLOYEE	27,045	27,375	29,007	31,532	31,532	29,451	29,941	30,542
MEDICARE 1.45%	2,870	2,912	2,961	3,326	3,326	2,987	3,269	3,269
LIFE INSURANCE-EMPLOYEE	125	116	116	126	126	117	125	125
401(K) EMPLOYER CONTRIBUTION	3,876	3,785	3,943	4,526	4,526	3,962	4,480	4,480
PROFESSIONAL SERVICE-MEDICAL	10,622	9,822	10,287	11,028	11,028	10,000	11,128	11,128
EDUCATIONAL SUPPLIES	353	206	-	427	-	-	998	998
MEDICAL SUPPLIES	54,444	33,612	16,126	52,098	52,098	31,814	50,979	50,979
OFFICE SUPPLIES	648	578	462	720	720	720	720	720
FREIGHT	45	-	-	-	-	-	-	-
EQUIPMENT PURCHASE	-	2,114	-	-	-	-	-	-
TOTAL	\$ 338,536	\$ 323,125	\$ 311,491	\$ 365,000	\$ 363,573	\$ 331,149	\$ 361,105	\$ 361,706

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH-JAIL HEALTH								
SALARIES	\$ -	\$ -	\$ 110,732	\$ 85,947	\$ 130,683	\$ 164,967	\$ 150,027	\$ 150,027
SALARIES-OVERTIME	-	-	289	-	501	634	-	-
FICA 6.2%	-	-	6,399	5,329	8,028	9,514	9,302	9,302
LOC. GOV. EMP. RETIREMENT	-	-	8,349	6,661	10,307	12,831	13,427	13,427
HOSPITALIZATION-EMPLOYEE	-	-	14,793	9,291	13,906	21,921	19,886	20,285
MEDICARE 1.45%	-	-	1,497	1,246	1,505	2,225	2,175	2,175
LIFE INSURANCE-EMPLOYEE	-	-	58	38	60	87	83	83
401(K) EMPLOYER CONTRIBUTION	-	-	2,006	1,719	2,703	2,951	3,001	3,001
PROFESSIONAL SERVICE-MEDICAL	-	-	30,186	27,960	27,960	17,000	21,616	21,616
MEDICAL SUPPLIES	-	-	13,544	6,344	5,094	4,000	5,000	5,000
OFFICE SUPPLIES	-	-	1,274	500	1,750	1,750	1,200	1,200
TELEPHONE	-	-	724	1,800	1,800	1,200	1,800	1,800
COMPUTER SOFTWARE/SUPPORT	-	-	752	-	-	-	-	-
EQUIPMENT PURCHASE	-	-	2,152	-	-	-	-	-
INSURANCE AND BONDS	-	-	448	-	-	-	-	-
DUES & SUBSCRIPTIONS	-	-	200	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ 193,402	\$ 146,835	\$ 204,297	\$ 239,081	\$ 227,517	\$ 227,916

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH-HEALTHY LIVING CLINIC								
SALARIES	\$ -	\$ -	\$ 19,793	\$ 79,649	\$ 34,913	\$ 32,030	\$ 16,553	\$ 17,000
SALARIES-OVERTIME	-	-	16	-	-	-	-	-
SALARIES-PART TIME	-	-	147	-	1,000	914	1,085	1,085
FICA 6.2%	-	-	1,150	4,938	2,239	2,182	1,093	1,093
LOC. GOV. EMP. RETIREMENT	-	-	1,501	6,173	2,527	2,555	1,481	1,481
HOSPITALIZATION-EMPLOYEE	-	-	2,650	9,291	4,676	4,379	2,241	2,286
MEDICARE 1.45%	-	-	269	1,155	896	443	256	256
LIFE INSURANCE-EMPLOYEE	-	-	10	40	18	17	9	9
401(K) EMPLOYER CONTRIBUTION	-	-	360	1,593	609	588	331	331
PROFESSIONAL SERVICE-MEDICAL	-	-	7,639	114,520	114,520	14,000	42,665	42,665
MEDICAL SUPPLIES	-	-	9,172	3,266	3,266	3,200	4,241	4,241
OFFICE SUPPLIES	-	-	-	500	500	500	240	240
EQUIPMENT PURCHASE	-	-	-	5,000	5,000	4,000	1,260	1,260
INSURANCE AND BONDS	-	-	1,152	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ 43,860	\$ 226,125	\$ 170,164	\$ 64,808	\$ 71,455	\$ 71,500

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH-WIC								
SALARIES	\$ 263,409	\$ 272,030	\$ 258,566	\$ 252,323	\$ 252,323	\$ 243,735	\$ 251,442	\$ 251,442
SALARIES-OVERTIME	56	38	176	-	-	-	-	-
FICA 6.2%	15,247	15,789	14,938	15,644	15,644	14,014	15,589	15,589
LOC. GOV. EMP. RETIREMENT	17,656	19,816	19,448	19,555	19,555	18,901	22,504	22,504
HOSPITALIZATION-EMPLOYEE	33,612	34,719	34,124	35,157	35,157	32,303	33,610	34,285
MEDICARE 1.45%	3,566	3,693	3,494	3,659	3,659	3,277	3,646	3,646
LIFE INSURANCE-EMPLOYEE	156	147	137	141	141	129	140	140
401(K) EMPLOYER CONTRIBUTION	4,816	4,798	4,642	5,046	5,046	4,347	5,029	5,029
BREASTFEEDING SERVICES	625	333	557	800	800	800	900	900
EDUCATIONAL SUPPLIES	515	380	412	850	850	900	1,100	1,100
MEDICAL SUPPLIES	1,954	4,330	4,382	4,000	4,000	3,000	1,500	1,500
OFFICE SUPPLIES	2,173	2,745	2,704	2,600	10,410	9,000	2,000	2,000
PROFESSIONAL DEVELOPMENT	2,041	2,513	513	950	950	600	2,600	2,600
TELEPHONE	748	848	922	944	944	800	966	966
POSTAGE	284	108	474	1,000	1,000	500	800	800
PRINTING	101	140	202	250	250	200	150	150
MAINT/REPAIR-BUILDINGS	1,415	-	-	-	-	-	-	-
FREIGHT	138	-	-	-	-	-	-	-
ADVERTISING	-	-	-	-	1,450	1,052	850	850
COMPUTER SOFTWARE/SUPPORT	6,238	5,829	6,166	6,359	5,047	5,047	5,119	5,119
TEMPORARY EMP.SERVICES	11,403	12,983	2,208	-	-	-	-	-
EQUIPMENT	-	-	-	-	10,000	8,642	-	-
RENTAL EQUIPMENT	61	-	-	-	-	-	-	-
CONTRACT SERVICES	291	180	195	180	180	180	192	192
DUES & SUBSCRIPTIONS	380	354	654	400	400	400	400	400
TOTAL	\$ 366,883	\$ 381,771	\$ 354,914	\$ 349,858	\$ 367,806	\$ 347,827	\$ 348,537	\$ 349,212

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
PREGNANCY CARE MANAGEMENT								
SALARIES	\$ 102,396	\$ 106,248	\$ 111,306	\$ 117,360	\$ 117,360	\$ 112,330	\$ 116,502	\$ 116,502
SALARIES-OVERTIME	587	29	-	-	-	-	-	-
SALARIES-PART TIME	-	-	9	-	-	-	-	-
FICA 6.2%	5,957	6,169	6,425	7,276	7,276	6,459	7,223	7,223
LOC. GOV. EMP. RETIREMENT	6,901	7,742	8,367	9,095	9,095	8,711	10,427	10,427
HOSPITALIZATION-EMPLOYEE	13,177	13,571	14,689	15,807	15,807	12,333	15,572	15,885
MEDICARE 1.45%	1,393	1,443	1,503	1,702	1,702	1,243	1,689	1,689
LIFE INSURANCE-EMPLOYEE	60	58	59	64	64	49	65	65
401(K) EMPLOYER CONTRIBUTION	1,883	1,874	1,998	2,347	2,347	1,651	2,330	2,330
OFFICE SUPPLIES	-	157	130	175	175	215	200	200
PROFESSIONAL DEVELOPMENT	312	411	295	416	416	345	842	842
TRAVEL-FUEL	76	154	286	260	260	260	260	260
COMPUTER SOFTWARE/SUPPORT	4,142	4,589	1,927	1,987	1,987	2,018	2,133	2,133
EQUIPMENT PURCHASE	-	-	-	428	428	427	-	-
TOTAL	\$ 136,884	\$ 142,444	\$ 146,994	\$ 156,917	\$ 156,917	\$ 146,041	\$ 157,243	\$ 157,556

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
CARE COORDINATION FOR CHILDREN								
SALARIES	\$ 72,763	\$ 72,579	\$ 76,078	\$ 72,372	\$ 72,372	\$ 69,363	\$ 71,661	\$ 71,661
FICA 6.2%	4,211	4,212	4,391	4,487	4,487	3,988	4,443	4,443
LOC. GOV. EMP. RETIREMENT	4,876	5,286	5,719	5,609	5,609	5,379	6,414	6,414
HOSPITALIZATION-EMPLOYEE	9,278	9,263	10,047	10,629	10,629	9,184	9,579	9,771
MEDICARE 1.45%	985	985	1,027	1,049	1,049	933	1,039	1,039
LIFE INSURANCE-EMPLOYEE	43	39	40	44	44	37	40	40
401(K) EMPLOYER CONTRIBUTION	1,331	1,280	1,366	1,447	1,447	1,237	1,433	1,433
OFFICE SUPPLIES	-	157	169	175	175	195	200	200
PROFESSIONAL DEVELOPMENT	542	70	386	996	996	956	1,033	1,033
TRAVEL-FUEL	76	154	286	260	260	260	260	260
COMPUTER SOFTWARE/SUPPORT	1,410	1,093	1,156	1,193	1,193	1,193	1,280	1,280
TOTAL	\$ 95,516	\$ 95,118	\$ 100,665	\$ 98,261	\$ 98,261	\$ 92,725	\$ 97,382	\$ 97,574

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
ENVIRONMENTAL HEALTH								
SALARIES	\$ 390,345	\$ 401,260	\$ 422,736	\$ 443,815	\$ 430,107	\$ 413,699	\$ 442,119	\$ 442,119
SALARIES-OVERTIME	868	917	512	1,000	4,688	4,688	1,000	1,000
SALARIES-PART TIME	-	945	-	4,463	5,795	2,000	4,463	4,463
FICA 6.2%	22,640	23,397	24,427	27,855	26,766	24,084	27,750	27,750
LOC. GOV. EMP. RETIREMENT	26,216	29,363	31,815	34,474	33,880	32,480	39,660	39,660
HOSPITALIZATION-EMPLOYEE	49,875	51,467	55,902	61,838	59,838	55,473	59,097	60,284
MEDICARE 1.45%	5,295	5,472	5,713	6,514	6,259	5,633	6,491	6,491
LIFE INSURANCE-EMPLOYEE	231	218	224	248	235	221	247	247
WORKERS COMPENSATION INSURANCE	13,365	1,868	409	2,000	4,275	4,275	4,275	4,275
401(K) EMPLOYER CONTRIBUTION	7,152	7,108	7,599	8,897	8,539	7,472	8,862	8,862
EDUCATIONAL SUPPLIES	1,985	3,099	2,834	3,092	3,492	3,092	3,092	3,092
OFFICE SUPPLIES	2,784	5,291	4,239	2,439	2,439	2,439	2,439	2,439
FIELD SUPPLIES	1,439	6,916	2,660	2,674	6,894	4,174	2,674	2,674
MOSQUITO SUPPLIES	4,789	1,277	1,396	9,700	72,724	76,538	7,582	7,582
PROFESSIONAL DEVELOPMENT	2,778	3,370	2,720	4,850	4,850	4,850	4,850	4,850
TRAVEL-FUEL	5,519	5,797	5,510	8,500	8,500	7,728	8,500	7,500
TELEPHONE	5,653	6,196	5,770	6,122	6,122	5,600	6,122	6,122
POSTAGE	687	457	683	682	682	682	682	682
PRINTING	262	169	97	300	300	300	300	300
MAINT/REPAIR-BUILDINGS	4,236	-	-	-	-	-	-	-
MAINT/REPAIR-EQUIPMENT	522	50	1,406	1,000	1,000	1,000	1,000	1,000
MAINT/REPAIR-VEHICLE	7,886	2,801	8,107	5,993	5,993	4,993	5,993	5,000
MOSQUITO CONTROL-OPERATING EXP	20	132	-	3,510	40,527	39,927	3,510	3,510
FREIGHT	278	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	25,354	25,566	25,566	26,786	27,266	27,266	27,506	27,506
EQUIPMENT PURCHASE	6,827	5,291	390	-	11,294	-	-	-
RENTAL EQUIPMENT	3,047	3,455	3,626	3,216	4,016	4,016	5,116	5,116
CONTRACT SERVICES	253	180	165	180	180	120	120	120
DUES & SUBSCRIPTIONS	500	550	550	550	550	550	550	550
CAPITAL OUTLAY-VEHICLES	-	20,537	20,247	-	29,773	31,500	-	-
	\$ 590,807	\$ 613,146	\$ 635,302	\$ 670,698	\$ 806,984	\$ 764,799	\$ 674,000	\$ 673,194

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH-AIDS CONTROL								
SALARIES	\$ 32,487	\$ 32,444	\$ 29,572	\$ 35,012	\$ 35,012	\$ 34,322	\$ 43,793	\$ 43,793
FICA 6.2%	1,880	1,883	1,706	2,171	2,171	1,973	2,715	2,715
LOC. GOV. EMP. RETIREMENT	2,177	2,363	2,223	2,713	2,713	2,661	3,919	3,919
HOSPITALIZATION-EMPLOYEE	4,146	4,140	3,890	4,878	4,878	4,540	5,854	5,971
MEDICARE 1.45%	440	440	399	508	508	462	635	635
LIFE INSURANCE-EMPLOYEE	19	18	16	20	20	18	24	24
401(K) EMPLOYER CONTRIBUTION	594	572	531	700	700	612	876	876
EDUCATIONAL SUPPLIES	2,099	299	1,043	1,045	1,045	1,045	500	500
MEDICAL SUPPLIES	2,071	1,973	3,080	2,322	2,322	2,318	5,000	5,000
OFFICE SUPPLIES	197	198	361	465	465	188	465	465
PROFESSIONAL DEVELOPMENT	278	413	520	468	468	737	452	452
FREIGHT	273	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	45	72	72	96	96	96	96	96
EQUIPMENT PURCHASE	-	-	-	1,008	1,008	1,008	-	-
DUES & SUBSCRIPTIONS	-	-	-	150	150	150	375	375
	\$ 46,709	\$ 44,816	\$ 43,414	\$ 51,556	\$ 51,556	\$ 50,130	\$ 64,704	\$ 64,821
TOTAL	\$ 3,372,748	\$ 3,466,137	\$ 3,548,139	\$ 4,032,473	\$ 4,269,599	\$ 3,977,404	\$ 4,070,323	\$ 4,073,956

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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.

Karen Melton, Veteran's Services Officer

Beaufort County Veteran's Services
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Washington, North Carolina 27889

Phone: (252) 946-8016

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Veteran's Service Officer

FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Recommended
1	1	1	1	1

VETERAN'S SERVICE	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 44,481	\$ 45,371	\$ 45,371	\$ 45,371
Benefits	13,038	13,661	13,661	14,361
Operating	2,294	2,300	2,300	1,872
Capital	-	-	-	-
Totals	\$ 59,813	\$ 61,332	\$ 61,332	\$ 61,604

VETERANS' SERVICES

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 42,754	\$ 43,609	\$ 44,481	\$ 45,371	\$ 45,371	\$ 45,371	\$ 45,371	\$ 45,371
FICA 6.2%	2,619	2,672	2,688	2,813	2,813	2,813	2,813	2,813
LOC. GOV. EMP. RETIREMENT	2,886	3,197	3,363	3,516	3,516	3,516	4,061	4,061
HOSPITALIZATION-EMPLOYEE	5,486	5,675	5,888	6,194	6,194	6,194	6,224	6,349
MEDICARE 1.45%	612	625	629	658	658	658	658	658
LIFE INSURANCE-EMPLOYEE	26	25	25	26	26	26	26	26
WORKERS COMPENSATION INSURANCE	203	193	188	200	200	207	207	207
401(K) EMPLOYER CONTRIBUTION	427	436	445	454	454	454	454	454
OFFICE SUPPLIES	632	848	-	300	300	300	300	300
PROFESSIONAL DEVELOPMENT	-	-	-	500	500	-	-	100
POSTAGE	366	-	-	-	-	-	-	-
MAINT/REPAIR-EQUIPMENT	-	-	912	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	-	-	336	300	300	300	300	300
CONTRACT SERVICES	-	-	858	950	950	965	965	965
DUES & SUBSCRIPTIONS	-	-	-	50	50	-	-	-
	\$ 56,013	\$ 57,279	\$ 59,813	\$ 61,332	\$ 61,332	\$ 60,804	\$ 61,379	\$ 61,604

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.

AREA MENTAL HEALTH & TRANSPORTATION	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
BATS	\$ 141,250	\$ 193,750	\$ 193,750	\$ 193,750
BC Developmental Ctr.	55,000	55,000	55,000	55,000
BCDC Elderly/Handicap	27,983	40,783	40,783	40,783
NCDOT Rural Grant	80,196	80,196	80,196	80,196
Trillium Health	157,000	157,000	157,000	157,000
Alcohol Treatment	17,939	19,200	19,200	20,000
P - Passages	48,757	50,000	50,000	50,000
Totals	\$ 528,125	\$ 595,929	\$ 595,929	\$ 596,729

AREA MENTAL HEALTH & TRANSPORTATION

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
BEAUFORT AREA TRAN.SYSTEM-BATS	\$ 73,750	\$ 88,750	\$ 141,250	\$ 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
BCDC-NC ELDERLY/HAND.TRANS.	24,902	27,983	27,983	40,783	40,783	40,783	40,783	40,783
NC DOT-RURAL GENERAL PUBLIC	71,252	80,196	80,196	80,196	80,196	80,196	80,196	80,196
CJP - PASSAGES	-	48,028	48,757	50,000	50,000	57,821	50,000	50,000
E.C. BEHAVIORAL HEALTH	156,599	-	-	-	-	-	-	-
E.C.B.H.-ALCOHOL TREATMENT	17,000	18,408	17,939	19,200	19,200	20,000	20,000	20,000
TRILLIUM HEALTH RESOURCES	-	157,000	157,000	157,000	157,000	157,000	157,000	157,000
	\$ 398,503	\$ 475,365	\$ 528,125	\$ 595,929	\$ 595,929	\$ 604,550	\$ 596,729	\$ 596,729

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 through three major programming efforts: Family and Consumer Science Education, 4-H and Youth Development, and Agriculture.

Accomplishments:

Rod Gurganus, Extension Director

Beaufort County Cooperative Extension
155-A Airport Road
Washington, North Carolina 27889

Phone: (252) 946-0111

Fax: (252) 975-5887

Email: rod_gurganus@ncsu.edu

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.

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.

With a renewed focus on health and nutrition, our Family and Consumer Science Agent provides educational opportunities and advice to consumers seeking to make better choices about the food they eat. Food preparation and preservation are important topics to the citizens of Beaufort County, and cooperative extension is poised to provide research based solutions and advice..

Goals, Targets, and Performance Objectives:

We hope to 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 host major educational field days for farmers and agribusinesses here in the county each year, as well as smaller educational events as situations arise. We are also growing our strong on-farm test program to demonstrate the newest technologies available. Along with this, we are

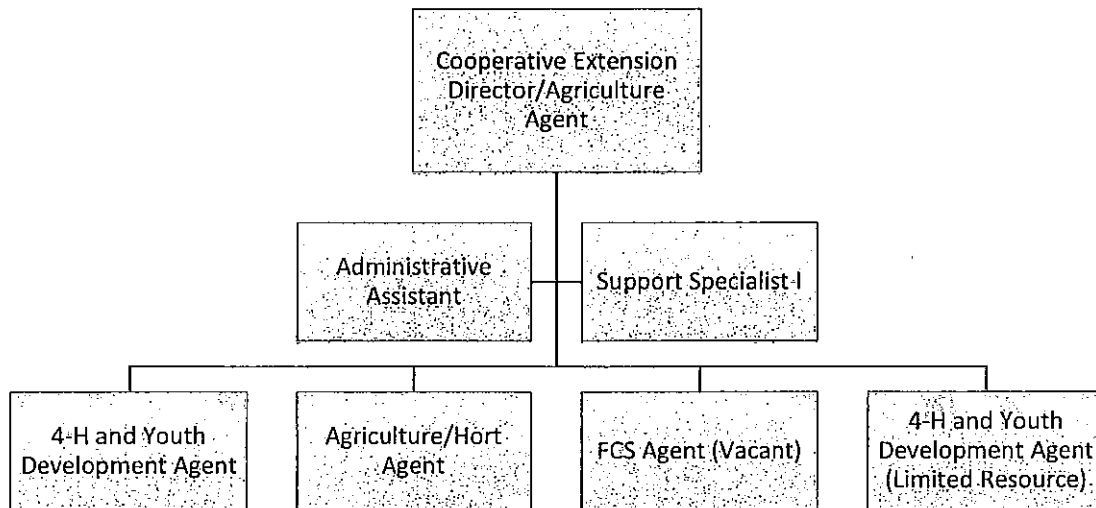
beginning a new effort this year to educate non-farming citizens about the importance of agriculture to our county economy.

Our Family and Consumer Science position has been vacant for some time, but has now been filled. Programming efforts toward “foods and nutrition” education for consumers across Beaufort County have begun, and will continue to grow as we establish our efforts.

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.

The number of backyard and small farm animal producers are increasing in Beaufort County. We are receiving more questions about animal production and pasture management. A focus for our program this year will be to add an agent position specialized in animal science. We will be working with North Carolina A&T State University to provide partial funding for this position.

The Beaufort County 4-H agent 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. In addition, our newest 4-H program, the Beaufort County 4-H Livestock Show and Sale, will continue to be emphasized and supported.



COOPERATIVE EXTENSION	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-
Operating	255,478	250,820	250,820	255,129
Capital	-	-	7,500	-
Totals	\$ 255,478	\$ 250,820	\$ 258,320	\$ 255,129

COOPERATIVE EXTENSION

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES-PART TIME	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,357	\$ -	\$ -
FICA 6.2%	-	-	-	-	-	87	-	-
MEDICARE 1.45%	-	-	-	-	-	19	-	-
NCSU-PERSONNEL CONTRACT	180,352	211,720	215,908	217,770	217,770	217,770	222,679	222,679
OFFICE SUPPLIES	4,867	5,275	4,820	5,000	5,000	5,000	7,000	5,000
PROFESSIONAL DEVELOPMENT	6,560	5,536	6,715	7,000	7,000	7,000	7,000	7,000
TRAVEL-FUEL	95	1,910	2,077	2,000	2,000	1,800	2,000	2,000
TELEPHONE	2,720	2,475	2,409	2,600	2,600	1,800	1,800	1,900
MAINT/REPAIR-EQUIPMENT	4,403	520	1,568	1,000	1,000	1,000	1,000	1,000
MAINT/REPAIR-VEHICLE	-	925	1,483	1,500	1,500	1,500	1,500	1,500
TEMPORARY EMP.SERVICES	4,214	192	-	200	200	-	200	360
VOLUNTARY AG DISTRICT	-	197	-	100	100	-	100	100
4-H PROGRAM SUPPORT	3,258	946	2,982	3,250	3,250	3,143	3,250	3,250
EQUIPMENT PURCHASE	-	2,048	6,000	-	-	-	-	-
RENTAL EQUIPMENT	10,461	1,500	2,300	2,460	2,460	2,460	2,460	3,000
CONTRACT SERVICES	-	8,043	8,295	7,000	7,000	7,000	7,000	6,400
LIAB.INS.-AGENTS	100	170	170	170	170	170	170	170
DUES & SUBSCRIPTIONS	630	687	752	770	770	500	770	770
CAPITAL OUTLAY-EQUIPMENT	-	-	-	-	7,500	7,500	-	-
CAPITAL OUTLAY-VEHICLES	-	60,903	-	-	-	-	-	-
	\$ 217,660	\$ 303,045	\$ 255,478	\$ 250,820	\$ 258,320	\$ 258,106	\$ 256,929	\$ 255,129

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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 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 6:00 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 Office Manager, one District Resource Specialist, and one part-time Education Coordinator.

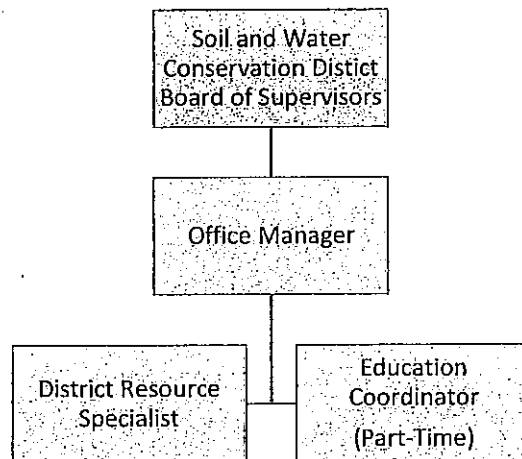
Ann L. Williams, Office Manager

Agricultural Center
155C Airport Road
Washington, North Carolina 27889

Phone: (252) 946-4989, Ext. 3 or 3371

Fax: None

Email: ann.williams@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Recommended
2	2	2	2	2

SOIL AND WATER	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 91,703	\$ 93,840	\$ 93,840	\$ 96,167
Benefits	25,363	27,604	27,604	29,329
Operating	22,803	27,253	30,003	27,332
Capital	-	-	-	-
Totals	\$ 139,869	\$ 148,697	\$ 151,447	\$ 152,828

SOIL AND WATER CONSERVATION DISTRICT

For Program Year 2019:

The District was allocated \$47,916 by the Soil and Water Conservation Commission through its Agriculture Cost Share Program (ACSP). Eight cover crop applications were received. Six were approved for contract by the District's Board of Supervisors. Additionally, seven applications were received for land smoothing, water control structures, and a filter strip/erosion control. Three of those applications were approved for contracts for water control structures, land smoothing, and the filter strip/erosion control.

The District was allocated \$7,500 by the Soil and Water Conservation Commission through the Agricultural Water Resources Assistance Program (AgWRAP). Three applications were received requesting assistance with the installation of two irrigation wells and one agricultural pond. One irrigation well application was approved for contract by the District's Board of Supervisors.

The District will continue to support a project administered through NC State University that was introduced during 2017 through the Agricultural Input Management Program (AIM). Design approval and funds, in the amount of \$10,813.79, for the nutrient recycling trial and demonstration that will take place on a Beaufort County farm have been approved. Completion of the project was expected during the summer of 2018, but due to extreme weather occurrences has been delayed. The projected completion date is now anticipated as early summer 2019.

The District continues to work with funds provided through the Disaster Recovery Act of 2016. Phases I and II of the project were completed by Three Deuces, Inc. during the summer of 2018 at a cost of \$67,222. Funds in the amount of \$244,687 remain to be spent. The scope of work for Phase III of the project is under revision to eliminate streambank restoration/stabilization and in-stream sediment removal. Additional stream debris removal areas are being identified and added to the project. Once the project's new scope of work has been approved, Requests for Proposal will be published and a contractor selected for the Phase III work. All work will be completed no later than the December 31, 2019 project expiration date.

The District's FY 2018-2019 cover crop project and workshop was concluded on December 12, 2018. Funds, in the amount of \$2,750, were provided through the NC Foundation for Soil and Water Conservation and Cotton Incorporated. Partnering with a local farmer and Beaufort County's Cooperative Extension Office, a mixture of cover crop seeds was planted to demonstrate the benefits and management of cover crops. Presentations during the workshop were made on soil health, cover crop management, and discussions of last year's cover crop project versus this year's cover crop project.

The District's Annual Dan Windley Environmental Field Days event was held October 23-25, 2018 for the county's fifth grade students. Approximately 600 were in attendance with their teachers and chaperones. Poster and Essay contests for Beaufort County's third through sixth graders have been completed. The Coastal Envirothon competition was held on March 19, 2019. Fourteen middle school and high school teams from Beaufort County represented the District. Seven teams qualified for competition at the North Carolina Envirothon held May 3-4, 2019. State winners will compete at the National Envirothon competition July 28-August 2, 2019 on the campus of NC State University. The Resource Conservation Workshop will be held June 23-28, 2019 on the campus of NC State University. One Beaufort County student has been selected for attendance.

The District's FY 2020 goals and objectives will be similar to those accomplished in FY 2019. Program allocations are anticipated after July 1, 2019. Revisions to the District's annual Strategy Plan and Business Plan have begun. Educational opportunities will be provided as well.

SOIL AND WATER CONSERVATION

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 50,131	\$ 78,625	\$ 79,616	\$ 81,801	\$ 81,801	\$ 74,128	\$ 84,128	\$ 84,128
SALARIES-OVERTIME	250	278	360	100	100	500	100	100
SALARIES-PART TIME	11,149	11,475	11,728	11,939	11,939	11,939	11,939	11,939
FICA 6.2%	3,746	5,514	5,531	5,818	5,818	5,336	5,962	5,962
LOC. GOV. EMP. RETIREMENT	3,401	5,784	6,046	6,347	6,347	5,802	7,538	7,538
HOSPITALIZATION-EMPLOYEE	7,774	11,350	11,278	12,388	12,388	10,752	12,448	12,698
MEDICARE 1.45%	876	1,290	1,294	1,361	1,361	1,208	1,394	1,394
LIFE INSURANCE-EMPLOYEE	35	50	50	52	52	42	52	52
WORKERS COMPENSATION INSURANCE	1,332	399	377	450	450	450	450	450
401(K) EMPLOYER CONTRIBUTION	674	1,151	1,164	1,638	1,638	1,046	1,685	1,685
OFFICE SUPPLIES	2,827	1,615	1,188	1,500	1,500	1,500	1,500	1,500
PROFESSIONAL DEVELOPMENT	2,908	4,347	3,201	5,500	5,500	4,000	6,153	5,900
TRAVEL-FUEL	258	532	904	600	600	450	600	500
TELEPHONE	1,454	2,469	2,813	3,700	3,700	3,000	3,540	3,120
POSTAGE	226	-	-	-	-	-	-	-
PRINTING	1,539	125	207	250	250	250	250	250
MAINT/REPAIR-EQUIPMENT	114	-	-	300	300	-	300	300
MAINT/REPAIR-VEHICLE	-	137	397	500	500	250	500	500
FREIGHT	105	-	-	-	-	-	-	-
ADVERTISING	30	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	450	450	528	450	450	450	450	530
LEGAL ADVERTISING	504	105	166	100	100	100	-	-
INFORMATION/EDUCATION COSTS	6,408	7,279	6,195	6,500	6,500	6,500	8,430	6,500
EQUIPMENT PURCHASE	200	1,951	1,277	1,500	1,500	1,500	2,165	1,525
CONTRACT SERVICES	2,536	2,630	2,965	3,655	3,655	3,425	3,759	3,759
DUES & SUBSCRIPTIONS	1,741	1,097	1,597	1,898	1,898	1,228	3,148	2,148
COUNTY BEAVER BOUNTY PROGRAM	-	240	120	350	350	90	350	350
GRANT PROJ. ADFFP-15-09 EXPENSE	-	-	870	-	2,750	-	-	-
	\$ 100,664	\$ 138,892	\$ 139,869	\$ 148,697	\$ 151,447	\$ 133,946	\$ 156,841	\$ 152,828

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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: Purpose of God Annex, Cornerstone, Pamlico Pals, 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.

	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
JCPC Program	\$ 167,485	\$ 167,628	\$ 167,628	\$ 167,628
Boys & Girls Club	50,000	40,000	40,000	40,000
Pamlico Pals	2,000	2,000	2,000	2,000
Totals	\$ 219,485	\$ 209,628	\$ 209,628	\$ 209,628

YOUTH SERVICES

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
PAMLICO PALS	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
BOYS/GIRLS CLUB	40,000	45,000	50,000	40,000	40,000	40,000	50,000	40,000
CBA-COMMUNITY BASED ALTERN.	182,945	172,882	166,617	167,628	167,628	167,628	167,628	167,628
REPAY CBA-PRIOR YEAR	298	(924)	868	-	-	-	-	-
	\$ 225,242	\$ 218,958	\$ 219,485	\$ 209,628	\$ 209,628	\$ 209,628	\$ 219,628	\$ 209,628

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. The spreadsheet shows prior appropriations, current requests, and recommended appropriations for the FY 19-20.

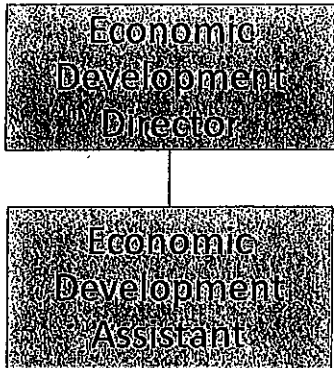
OUTSIDE AGENCIES	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Appropriations	\$ 444,070	\$ 464,870	\$ 494,870	\$ 419,870

OUTSIDE AGENCIES

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
AURORA RECREATION	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 7,000	\$ 4,500
BATH RECREATION	4,271	6,000	6,000	6,000	6,000	6,000	6,000	6,000
BELHAVEN RECREATION	-	-	-	10,800	10,800	-	10,800	10,800
CHOCOWINITY RECREATION	7,200	10,000	7,200	7,200	7,200	7,200	7,200	7,200
PANTEGO RECREATION	4,950	4,950	4,950	4,950	4,950	4,950	4,950	4,950
WASHINGTON RECREATION	15,732	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
BROWN LIBRARY	7,800	7,800	7,800	-	-	-	-	-
BELHAVEN LIBRARY (BHM)	1,000	1,000	-	-	-	-	-	-
AURORA FOSSIL MUSEUM	2,000	2,000	2,000	2,000	2,000	2,000	25,000	2,000
BELHAVEN MEMORIAL MUSEUM	1,000	1,000	1,000	1,000	1,000	1,000	3,000	1,000
SOUTHERN ALBEMARLE ASSOCIATION	-	800	-	-	-	-	-	-
WASHINGTON SENIOR CENTER	-	20,000	20,000	20,000	20,000	20,000	20,000	20,000
WASHINGTON CHAMBER OF COMMERCE	1,500	1,500	-	-	-	-	-	-
BELHAVEN CHAMBER OF COMMERCE	1,000	1,000	-	-	-	-	-	-
AURORA CHAMBER OF COMMERCE	1,000	1,000	-	-	-	-	-	-
BC ARTS COUNCIL	20,000	20,000	20,000	20,000	20,000	20,000	70,000	20,000
B-H-M LIBRARY	202,500	202,500	208,500	216,300	216,300	216,300	237,930	216,300
LITERACY VOLUNTEERS	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
HWY 17 TRANSPORTATION ASSOC.	23,000	20,000	20,000	20,000	20,000	20,000	25,000	20,000
CITIZENS ON SOUTHSIDE TOGETHER	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
EAGLES WINGS	-	2,000	2,000	2,000	2,000	2,000	2,000	2,000
RUTHS HOUSE	2,500	5,000	2,500	2,500	2,500	2,500	10,000	2,500
NC ESTUARIUM	35,000	35,000	15,000	15,000	15,000	15,000	15,000	15,000
CORNERSTONE	5,000	5,000	5,000	5,000	5,000	5,000	7,000	5,000
TOURISM PROMOTION	18,100	23,100	5,500	15,000	15,000	15,000	15,000	15,000
PANTEGO ACADEMY HIST. MUSEUM	1,000	1,000	1,000	1,500	1,500	1,500	5,000	1,500
HIGHER HEIGHTS HUMAN SVS	20,000	20,000	20,000	10,000	10,000	10,000	-	-
ZION SHELTER	12,500	10,000	10,000	10,000	10,000	10,000	10,000	10,000
BLACKBEARD TRICENTENNIAL	-	-	-	-	5,000	5,000	-	-
VOA SITE (UTILITIES)	16,922	-	-	-	-	-	-	-
HISTORIC BATH FOUNDATION	-	-	25,000	25,000	25,000	25,000	25,000	-
BEAUFORT COUNTY PALM (INNER BANKS STEM CENTER)	-	-	5,000	5,000	5,000	5,000	5,000	5,000
AGAPE	-	-	25,000	25,000	25,000	25,000	250,000	25,000
OPEN DOOR COMMUNITY CENTER	-	-	-	5,000	5,000	5,000	5,000	-
P.S. JONES ALUMNI PARK	-	-	-	5,000	5,000	5,000	-	-
LONG ACRE FIRE STATION PAVING	-	-	-	-	25,000	25,000	-	-
2ND JUDICIAL DISTRICT RECOVERY COURT	-	-	-	-	-	-	10,000	-
ROANOKE RIVER BASIN ASSOCIATION	-	-	-	-	-	-	4,749	-
BEAUFORT/HYDE PARTNERSHIP FOR CHILDREN	-	-	-	-	-	-	10,000	-
	\$ 414,595	\$ 431,270	\$ 444,070	\$ 464,870	\$ 494,870	\$ 484,070	\$ 816,749	\$ 419,870

ECONOMIC DEVELOPMENT

The Economic Development Director, with the support of the Economic Development Assistant: oversees strategic planning for the economic development of Beaufort County; identifies plans, develops and markets specific projects to meet strategic 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; 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 and websites; collaborates with business, state, regional and local allies.



Martyn B. Johnson, Director
Sharon Digness, Assistant

Skills Center
705 Page Road
Washington, North Carolina 27889

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FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Recommended
2	2	2	2	2

ECONOMIC DEVELOPMENT	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 134,533	\$ 137,124	\$ 137,124	\$ 137,124
Benefits	34,128	35,430	35,430	37,707
Operating	105,815	114,683	114,683	112,808
Capital	-	-	-	-
Totals	\$ 274,476	\$ 287,237	\$ 287,237	\$ 287,639

ECONOMIC DEVELOPMENT

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ -	\$ 126,993	\$ 129,533	\$ 132,124	\$ 132,124	\$ 132,124	\$ 132,124	\$ 132,124
TRAVEL ALLOWANCE	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000
FICA 6.2%	-	7,901	8,038	8,192	8,192	8,192	8,502	8,502
LOC. GOV. EMP. RETIREMENT	-	9,309	9,793	10,240	10,240	10,240	11,825	11,825
HOSPITALIZATION-EMPLOYEE	-	11,350	11,776	12,388	12,388	12,388	12,448	12,698
MEDICARE 1.45%	-	1,848	1,880	1,916	1,916	1,916	1,988	1,988
LIFE INSURANCE-EMPLOYEE	-	50	50	52	52	52	52	52
WORKERS COMPENSATION INSURANCE	-	562	377	600	600	600	600	450
401(K) EMPLOYER CONTRIBUTION	-	2,540	2,591	2,642	2,642	2,642	2,642	2,642
ECONOMIC DEVELOP. RECRUITMENT	-	-	4,776	8,000	8,000	8,000	8,000	8,000
PROFESSIONAL SERVICES	-	-	4,420	5,000	5,000	5,000	6,000	6,000
OFFICE SUPPLIES	-	2,190	1,034	1,400	1,400	1,400	1,400	1,400
PROFESSIONAL DEVELOPMENT	-	7,524	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	-	268	4,383	4,500	4,500	4,500	4,500	4,500
TELEPHONE	-	6,817	6,409	6,400	6,400	6,400	6,400	6,400
POSTAGE	-	190	203	200	200	200	200	100
PRINTING	-	690	178	750	750	750	750	200
MAINT/REPAIR-EQUIPMENT	-	760	-	-	-	-	-	-
ADVERTISING/PROMOTIONS	-	10,886	9,721	10,000	10,000	10,000	10,000	10,000
COMPUTER SOFTWARE/SUPPORT	-	1,102	1,331	1,500	1,500	5,000	1,500	1,500
CONTRACT SERVICES	-	47,989	15,934	15,000	15,000	15,000	31,000	15,000
DUES & SUBSCRIPTIONS	-	1,098	1,298	2,525	2,525	2,525	2,550	2,550
CAPITAL OUTLAY-LAND PURCHASE	-	17,395	-	-	-	-	-	-
SKILLS CENTER - RENT	-	21,708	21,708	21,708	21,708	21,708	21,708	21,708
SKILLS CENTER - MAINTENANCE	-	14,085	16,539	15,000	15,000	11,500	15,000	15,000
SKILLS CENTER - UTILITIES	-	19,183	17,503	22,100	22,100	22,100	22,100	20,000
	\$ -	\$ 317,438	\$ 274,476	\$ 287,237	\$ 287,237	\$ 287,237	\$ 306,289	\$ 287,639

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.

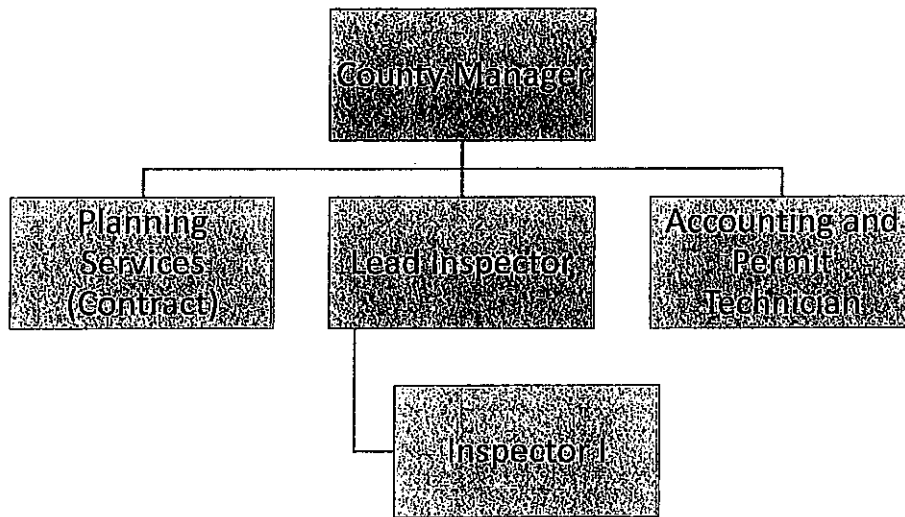
Susan Rose, Accounting Permit Tech.
 Brandon Hayes, Lead Inspector

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 Washington, North Carolina 27889

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brandon.hayes@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Recommended
7	7	7	3	3

PLANNING	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 293,673	\$ 125,607	\$ 125,607	\$ 125,608
Benefits	83,798	40,516	40,516	42,488
Operating	93,068	121,553	172,553	121,303
Capital	-	-	-	-
Totals	\$ 470,539	\$ 287,676	\$ 338,676	\$ 289,399

PLANNING/INSPECTIONS

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 310,595	\$ 306,821	\$ 292,984	\$ 125,107	\$ 125,107	\$ 125,107	\$ 125,108	\$ 125,108
SALARIES-OVERTIME	-	888	689	500	500	500	500	500
FICA 6.2%	18,251	17,771	16,816	7,788	7,788	7,788	7,788	7,788
LOC. GOV. EMP. RETIREMENT	20,965	22,555	22,201	9,735	9,735	9,735	11,242	11,242
HOSPITALIZATION-EMPLOYEE	36,612	39,723	35,252	18,582	18,582	18,582	18,672	19,047
MEDICARE 1.45%	4,268	4,156	3,933	1,821	1,821	1,821	1,821	1,821
LIFE INSURANCE-EMPLOYEE	171	176	169	78	78	78	78	78
WORKERS COMPENSATION INSURANCE	3,383	1,356	565	300	300	300	300	650
401(K) EMPLOYER CONTRIBUTION	5,788	5,717	5,427	2,512	2,512	2,512	2,512	2,512
PROFESSIONAL SERVICE-CAMA PLAN	-	-	-	-	6,000	6,000	6,000	-
PROFESSIONAL SERVICES	-	-	-	20,000	20,000	20,000	20,000	10,000
PROF SERV MIDEAST PLANNING	17,513	-	-	60,000	60,000	60,000	60,000	60,000
PROFESSIONAL SERVICE-GRANT	2,000	-	13,000	-	-	-	-	-
PROFESSIONAL SERVICE-BIKE PLAN	-	-	163	-	45,000	45,000	-	-
ADMINISTRATIVE SERVICES	-	1,438	-	-	-	-	-	-
UNIFORMS	-	676	284	300	300	300	500	300
OFFICE SUPPLIES	4,218	3,388	3,477	1,000	1,000	1,000	1,200	1,000
PROFESSIONAL DEVELOPMENT	1,610	3,895	2,487	1,000	1,000	1,000	1,500	1,500
VEHICLE FUEL	4,197	4,691	4,974	4,800	4,800	4,800	4,800	4,800
TELEPHONE	21,763	3,082	3,066	2,550	2,550	2,550	2,550	2,550
POSTAGE	63	-	-	50	50	50	50	50
PRINTING	-	-	-	100	100	100	100	100
MAINT/REPAIR-EQUIPMENT	3,098	5,943	491	-	-	-	-	-
MAINT/REPAIR-VEHICLE	1,118	1,290	1,415	1,500	1,500	1,500	2,500	2,500
COMPUTER SOFTWARE/SUPPORT	13,102	16,292	26,003	7,873	7,873	7,873	7,873	7,873
LEGAL ADVERTISING	582	187	442	1,000	1,000	500	500	500
EQUIPMENT PURCHASE	3,918	975	154	-	-	-	5,000	5,000
CONTRACT SERVICES	-	-	20,443	6,000	6,000	6,000	6,000	6,400
DUES & SUBSCRIPTIONS	340	90	210	80	80	80	80	80
MID-EAST COMMISSION	19,312	-	-	-	-	-	-	-
B.C.ROAD SIGN MAINTENANCE	9,162	5,285	15,894	15,000	15,000	15,000	25,000	18,000
WASHINGTON AIRPORT DEANNEX.	34,311	41,001	-	-	-	-	-	-
LAND PURCHASE	28,534	-	-	-	-	-	-	-
	\$ 564,874	\$ 487,395	\$ 470,539	\$ 287,676	\$ 338,676	\$ 338,176	\$ 311,674	\$ 289,399

BEAUFORT COUNTY PUBLIC SCHOOL SYSTEM

Although the public school system is primarily financed by the state, the average county allocates nearly a third 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:

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. In FY 18/19 the Beaufort County Board of Commissioners approved adding six additional School Resource Officers to the existing seven already in place. The Beaufort County Public School System contracts with the Beaufort County Sheriff's Office to provide the School Resource Officers. The Schools apply for federal and state grant funds that if awarded, are remitted to Beaufort County to offset the cost of the SROs.

Matthew Cheeseman, Superintendent
Mrs. Carolyn Walker, Chairman of the Board

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

Phone: (252) 946-6593

BEAUFORT COUNTY SCHOOL SYSTEM	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended	FY 19-20 Approved
Current Expense	\$ 14,587,005	\$ 14,392,140	\$ 14,392,140	\$ 14,392,140	\$ -
SRO Funding	-	765,362	765,362	-	-
School Planning	-	-	32,600	-	-
Capital Outlay - Cash	990,639	455,995	455,995	1,115,695	-
Capital Outlay - Financed	-	659,700	659,700	-	-
Totals	\$ 15,702,700	\$ 16,273,197	\$ 16,305,797	\$ 15,507,835	\$ -

BEAUFORT COUNTY PUBLIC SCHOOLS

	2016	2017	2018	2019	2019	2019	2020	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
SCHOOL PLANNING	\$ -	\$ -	\$ -	\$ -	\$ 32,600	\$ 32,600	\$ -	\$ -	\$ -
CURRENT EXPENSE	13,233,163	14,300,984	14,587,005	14,392,140	14,392,140	14,392,140	17,167,155	14,392,140	-
SRO FUNDING	-	-	-	765,362	765,362	765,362	-	-	-
CAPITAL OUTLAY	1,800,000	990,639	1,115,695	1,115,695	1,115,695	1,115,695	1,227,250	1,115,695	-
	\$ 15,033,163	\$ 15,291,623	\$ 15,702,700	\$ 16,273,197	\$ 16,305,797	\$ 16,305,797	\$ 18,394,405	\$ 15,507,835	\$ -

Plus:

SROs funded through Sheriff's Office	\$ 765,362
School Bonds Series 2012 Debt Service	1,071,750
School Bonds Series 2015 Debt Service	557,767
School Bonds Series 2017 Debt Service	448,973
Total Funding Provided for School System	\$ 18,351,687

Annual Funding per ADM*

	<u>Beaufort</u>	<u>State Avg.</u>
Current Expense	\$ 2,276	\$ 1,860
Capital	448	754
Debt Service	321	500
Total	\$ 2,764	\$ 2,645

*NCACC 2018-2019 Budget & Tax Survey

Beaufort County Schools

FY '20 Local Requested Budget

Local Current Expense Request	17,167,155.00
Earnings on Investments	12,000.00
Miscellaneous Revenue (<i>Sales Tax Refund</i>)	50,000.00
Fines & Forfeitures	315,000.00
FY '20 Recommended Budget:	17,544,155.00

FY '20 Local Current Expense Request:	17,167,155.00
<i>less: FY '19 County Appropriation:</i>	<i>(15,157,502.00)</i>
Requested Increase:	2,009,653.00

Personnel Changes:	439,876.00
<i>- includes Zero-based Position budgeting, an average estimated raise of 3 %, increase in Retirement & Health Insurance. As well as changes in employee placement to maximize Dollar, Position and Monthly Allotments for efficiency purposes.</i>	

Charter Schools:	
<i>- based on FY '18, Charter Schools receive appropriately 6.21% of Local Appropriations and Fines & Forfeitures.</i>	125,046.00

Supplies & Materials Increase (54 - Local PRCs):	162,000.00
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Projected Fuel Increase:	378,000.00
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Projected State Allotment Adjustments:	480,731.00
<i>- Unless they are Positions or Months of Employment Allotments, most of the STATE Program Allotments have NOT been increased to reflect possible salary and benefit increases. Therefore, any deficiencies in the STATE Budgets have been moved to LOCAL to maintain current operational standards.</i>	

FY '19 Fund Balance Appropriation Projected Costs	424,000.00
	2,009,653.00

Balanced: _____ -

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2019-2020 Capital Request

Schools/Departments		TOTALS	Priorities
Plant Operations	Tractor With Loader. Replacing 7103 1977	\$ 58,000.00	\$ 58,000.00
Plant Operations	32 ft, 32" 2 man scissor lift (Used)	\$ 12,000.00	\$ 12,000.00
Plant Operations	Truck and Service Body Replacing 7023	\$ 32,100.00	\$ 32,100.00
Transportation	Bus lift	\$ 18,000.00	\$ 18,000.00
Transportation	Canopy over Bus Lift, Permanent Structure	\$ 80,000.00	\$ 80,000.00
Transportation	Canopy over Refill Station	\$ 20,000.00	\$ 20,000.00
Technology	Technology - \$ 400,000.00	\$ 350,000.00	\$ 350,000.00
Technology	Replace Truck #7001 w/ Van	\$ 29,500.00	\$ 29,500.00
Bath Elementary School	Awning from gym to existing awning	\$ 15,000.00	\$ 15,000.00
Bath Elementary School	Replace VCT and install Versa Shield in classrooms	\$ 35,000.00	\$ 35,000.00
Chocowinity Primary School	Replace carpet in the classrooms in 100 Building w VCT	\$ 16,000.00	\$ 16,000.00
Chocowinity Middle School	Concrete walk/ drive to allow access to the dumpster	\$ 15,000.00	\$ 15,000.00
Ed Tech Center	Replace Media Center Carpet	\$ 16,000.00	\$ 16,000.00
Northeast Elementary School	Building Envelope, Partially funded in 2018/19	\$ 80,000.00	\$ 80,000.00
Northside High School	Building Envelope, Partially funded in 2018/19	\$ 80,000.00	\$ 80,000.00
Southside High School	Replace the fire rated stage curtains (2) 5'X 16' and (2) 32' x 16'	\$ 8,200.00	\$ 8,200.00
Bath Elementary School	Sound-proof gym	\$ 32,000.00	
Bath Elementary School	Renovate bathrooms in 300 Building	\$ 180,000.00	
Bath Elementary School	Replace windows in 300 Building	\$ 25,400.00	
Bath Elementary School	Replace windows in 500 Building	\$ 30,480.00	
Bath Elementary School	Replace windows in 600 Building	\$ 26,000.00	

2019-2020 Capital Request

Chocowinity Primary School	Replace Fire and Security alarms	\$	45,000.00
Chocowinity Primary School	Additional lighting in the teacher's parking lot	\$	10,400.00
Chocowinity Primary School	Replace carpet in the 400 Building with VCT	\$	59,400.00
Chocowinity Middle School	Upgrade Fire and Security Alarms with addressable system	\$	45,000.00
Chocowinity Middle School	Replace bathroom fixtures throughout the facility	\$	12,000.00
Chocowinity Middle School	Replace windows - 200 Building	\$	72,000.00
Chocowinity Middle School	Remodel EC Building, including restroom, lead and asbestos	\$	70,000.00
Chocowinity Middle School	Remove existing bedding, install new fabric and install brick chips at the main entrance and around the Media Center	\$	10,000.00
Ed Tech Center	Upgrade paging and bell system	\$	69,000.00
Ed Tech Center	Upgrade Fire and Security Alarm system	\$	35,000.00
Ed Tech Center	Replace (59) Windows in the Classrooms	\$	80,000.00
John Cotten Tayloe Elementary School	Replace existing ceiling tiles in the hall	\$	67,000.00
Northeast Elementary School	Replace existing Paging and Bell system, Unit is 30yrs old. It was move used from another location to NES	\$	68,000.00
Northeast Elementary School	Install a Fire Window in Gym for Concessions	\$	6,000.00
Northeast Elementary School	Carpet in Office Area	\$	24,500.00
Northside High School	Add handicapp handrails to existing walk	\$	2,200.00
Northside High School	Student Bus Awning from building to parking lot	\$	52,000.00
Northside High School	Refurbish cabinets in the Food Lab	\$	32,300.00
Northside High School	Replace Stage Lights	\$	25,000.00
Northside High School	Refurbish bathrooms near the Gym and Auditorium	\$	13,300.00
Northside High School	Replace VCT and install Versa Shield in the Auditorium	\$	37,000.00
Washington High School	Replace windows in Classrooms, Cafeteria and Performing Arts Building	\$	25,000.00

2019-2020 Capital Request

Washington High School	Replace Lights in Parking Lot	\$ 32,000.00	
Schools/Departments Total:		\$ 2,050,780.00	\$ 864,800.00

2019-2020 Capital Request

HVAC, Chiller & Boiler		TOTALS	Priorities
Chocowinity Middle School	HVAC - Kitchen	\$ 15,000.00	\$ 15,000.00
Chocowinity Primary School	(4) HVAC Cafeteria Need to replace (2) 2019/20	\$ 30,000.00	\$ 30,000.00
Plant Ops/Tecnology	HVAC replacement of shared unit	\$ 6,400.00	\$ 6,400.00
Plant Ops/Tecnology	Would like to purchase 8 BARD units and install as needed by Plant Ops	\$ 33,600.00	\$ 33,600.00
Bath Elementary School	4 Bard Units in 100 Building (\$4,200 each)	\$ 16,800.00	
Bus Garage	Replacement of Office HVAC Unit	\$ 5,000.00	
Chocowinity Primary School	6 Bard Units in Main Building (\$4,200 each)	\$ 25,200.00	
Ed Tech	Boiler Replacement (1977)	\$ 140,000.00	
John Cotten Tayloe Elementary School	6 bards units, school wide (\$4,200 each)	\$ 25,200.00	
John Cotten Tayloe Elementary School	Install (5) two station mini splits hvac units in the hall of the 100 & 200	\$ 42,500.00	
Northeast Elementary	Chiller replacement, 2 units @ 155K each (2001) coiling cools deteriorated	\$ 310,000.00	
Northside High School	Add redundant pumps and piping for heating and cooling systems	\$ 11,000.00	
Northside High School	Chiller replacement, 2 units @ 155k each (1989 units)	\$ 310,000.00	
Northside High School	Boiler Replacement (1989)	\$ 160,000.00	
Washington High School	Boiler Replacement (1990)	\$ 180,000.00	
HVAC, Chiller & Boiler Total		\$ 1,310,700.00	\$ 85,000.00

2019-2020 Capital Request

Athletics		TOTALS	Priorities
Northside High School	Repair, resurface, and restripe Track	\$ 25,000.00	\$ 25,000.00
Washington High School	Repair, resurface, and restripe Track	\$ 25,000.00	\$ 25,000.00
Northside High School	Replace storm drain system under athletic fields.	\$ 225,000.00	
Washington High School	Restroom facilities at the Athletic Complex	\$ 75,000.00	
Athletics Total		\$ 350,000.00	\$ 50,000.00

2019-2020 Capital Request

Asphalt/Paving/Parking		TOTALS	Priorities
Eastern Elementary School	Repair, resurface, and restripe Visitor Parking Lot	\$ 52,000.00	\$ 52,000.00
Northeast Middle School	Main Drive, renovation, new exit and resurface existing	\$ 68,000.00	\$ 68,000.00
Central Services - Building 4	Repair and resurface asphalt in parking area	\$ 65,000.00	\$ 65,000.00
Northeast Middle School	Phase 2 of athletic rock parking area	\$ 25,000.00	
Northside High School	Repair, pave and restripe the Main Entrance and parking lot	\$ 160,000.00	
Northside High School	Repair, resurface and restripe the Bus entrance and parking area	\$ 90,000.00	
Chocowinity Middle School	Repair asphalt area in front and behind school - seal and restripe	\$ 80,000.00	
Chocowinity Primary School	Repair and resurface asphalt in the EC loading area	\$ 25,000.00	
Chocowinity Primary School	Add additional parking and repave existing area in front of school	\$ 30,000.00	
John Cotten Tayloe Elementary School	Additional Parking in front of Campus	\$ 60,000.00	
Southside High School	Repair and seal coat asphalt in main drive	\$ 25,000.00	
Washington High School	Repair, seal, coat and restripe parking lot - Performing Arts	\$ 65,000.00	
Asphalt/Paving/Parking Total		\$ 745,000.00	\$ 1,850,000.00

2019-2020 Capital Request

Roofing Projects		TOTALS	Priorities
Eastern Elementary School	Mod 2, Modular Unit	\$ 14,000.00	\$ 14,000.00
Bath Elementary School	Replace the roof on 600 Building	\$ 72,200.00	
Bath Elementary School	Replace the roof on 200 Building	\$ 52,600.00	
Bath Elementary School	Replace the roof over the Office Area	\$ 18,500.00	
Chocowinity Primary School	Second phase on 200 Building	\$ 60,400.00	
Chocowinity Middle School	Replace roof on the Cafeteria and Gym locker rooms	\$ 33,200.00	
Eastern Elementary School	Replace roof on Pod #8	\$ 42,000.00	
John Cotten Tayloe Elementary School	Connecting corridor 200 Building	\$ 5,500.00	
John Cotten Tayloe Elementary School	Replace Cafeteria roof	\$ 9,360.00	
John Cotten Tayloe Elementary School	Replace roof on west end of Main Building	\$ 64,900.00	
John Cotten Tayloe Elementary School	Replace the roof on 200 Building	\$ 82,000.00	
Northside High School	Replace roof over classrooms beside the auditorium	\$ 98,000.00	
Northside High School	Replace the roof on the ROTC Area	\$ 40,000.00	
Roofing Projects Total:		\$ 592,660.00	\$ 14,000.00

2019-2020 Capital Request

Custodial Needs		TOTALS	Priorities
Chocowinity Middle School **	Vacuum	\$ 550.00	\$ 550.00
Chocowinity Primary School **	Vacuum	\$ 550.00	\$ 550.00
Eastern Elementary School **	Vacuum	\$ 550.00	\$ 550.00
John Cotten Tayloe Elementary School **	Vacuum	\$ 550.00	\$ 550.00
John Cotten Tayloe Elementary School **	Vacuum with squeegee	\$ 850.00	\$ 850.00
John Small Elementary School **	(2) Vacuums	\$ 1,100.00	\$ 1,100.00
John Small Elementary School **	Low speed buffer	\$ 650.00	\$ 650.00
Northside High School **	(2) Vacuums	\$ 1,100.00	\$ 1,100.00
P.S. Jones Middle School **	Vacuum	\$ 550.00	\$ 550.00
Southside High School **	(2) Vacuums	\$ 1,100.00	\$ 1,100.00
Southside High School **	Vacuum used for wax removal	\$ 850.00	\$ 850.00
Washington High School **	(2) Vacuums	\$ 1,100.00	\$ 1,100.00
Washington High School **	Low speed buffer	\$ 650.00	\$ 650.00
Washington High School **	Walk behind scrubber	\$ 6,300.00	\$ 6,300.00
Plant Operations **	Window cleaning system that reached 55ft. to be used system wide	\$ 6,500.00	\$ 6,500.00
Plant Operations **	50 ft. vacuum system to be shared system wide for high reach areas	\$ 5,500.00	\$ 5,500.00
Bath Elementary School **	Replace (2) Vacuums	\$ 1,100.00	
Bath Elementary School **	Low speed buffer	\$ 725.00	
Chocowinity Middle School **	Stripping Buffer	\$ 800.00	

2019-2020 Capital Request

Eastern Elementary School **	Low speed buffer	\$ 650.00
Eastern Elementary School **	Kiavac Vacuum with squeegee	\$ 1,500.00
John Cotten Tayloe Elementary School **	Stripping buffer	\$ 800.00
John Cotten Tayloe Elementary School **	Replace low speed buffer	\$ 725.00
John Small Elementary School **	Kiavac Vacuum with squeegee	\$ 1,500.00
John Small Elementary School **	Riding floor machine	\$ 9,200.00
Northside High School **	Stripping Buffer	\$ 800.00
P.S. Jones Middle School **	High speed buffer	\$ 1,100.00
Southside High School	Riding floor machine	\$ 14,000.00
S.W. Snowden Elementary School **	Low speed buffer	\$ 725.00
Washington High School **	Mach Autovac (Gym Floor) with attachments	\$ 2,750.00
Washington High School **	High speed buffer	\$ 1,100.00
Plant Operations **	Stripping buffer	\$ 800.00
System-wide **	Door Mats	\$ 6,000.00
Custodial Needs Total:		\$ 72,725.00
		\$ 28,450.00

2019-2020 Capital Request

Painting		TOTALS	Priorities
Chocowinity Middle School	Paint Cafeteria		
Eastern Elementary	Sandblast stoops over the entrances, prime and paint (Lead Paint)	\$ 40,000.00	
Ed Tech Center	Paint the Front Exterior, need to be blasted, scrapped primed and painted two years ago and it is already falling off of the block walls		
John Cotten Tayloe Elementary School	Paint Exterior of Building on the back side of the campus		
Northside High School	Paint the entire interior of the school		
Northside High School	Scrape and paint the food lab		
Southside High School	Paint the floor of Field House		
Southside High School	Sandblast and paint the campus gates safety yellow. They painted over galvanized metal and it is falling off	\$ 60,000.00 System wide	
S.W. Snowden Elementary School	Paint Office and Lobby		
S.W. Snowden Elementary School	Repaint the blackened windows of the Gym		
S.W. Snowden Elementary School	Paint the Gym Interior		
Washington High School	Clean and Paint Gym, last estimate 60k due to height and floor protection required		
Painting Total		\$ 100,000.00	

2019-2020 Digital Request

Furniture Rotation		TOTALS	Priorities
System-Wide	Furniture Replacement	\$ 50,000.00	
Furniture Rotation Totals		\$ 50,000.00	\$

2019-2020 Capital Request

Safety & Security		TOTALS	PRIORITIES
System Wide	Cameras, Camera Systems, Door Locking System - \$ 300,000.00	\$ 200,000.00	
Bath Elementary School	Build connecting corridor from Main Building to Gym and Pre-k	\$ 190,060.00	
Bath Elementary School	Build connecting corridor from 500 Building to 600 Building	\$ 24,400.00	
Chocowinity Middle School	Build a connecting corridor between Main Building and 200 Building	\$ 75,250.00	
Chocowinity Middle School	Build a connecting corridor between 200 Building and 300 Building	\$ 65,575.00	
Chocowinity Primary School	Build connecting corridor from 300 Building to 400 Building	\$ 129,000.00	
John Cotten Tayloe Elementary School	Build connecting corridor from Building D to Building E	\$ 64,500.00	
John Cotten Tayloe Elementary School	Build connecting corridor from Building D to Building C	\$ 44,720.00	
John Cotten Tayloe Elementary School	Build connecting corridor from Building C to Connector Hall A	\$ 67,080.00	
S.W. Snowden Elementary School	Build connecting corridor from Gym to Main Building	\$ 180,600.00	
S.W. Snowden Elementary School	Build connecting corridor from Main Building to Media Center	\$ 102,200.00	
S.W. Snowden Elementary School	Build connecting corridor from Media Center to Cafeteria	\$ 103,300.00	
Washington High School	Build connecting corridor back of Main Bldg. to Performing Arts Bldg.	\$ 246,390.00	
Safety & Security Total		\$ 1,496,075.00	\$

2019-2020 Capital Request

WHS Auxiliary Gymnasium / Classrooms - Metal	TOTALS	Priorities
Washington High	\$ 1,835,460.00	
10,000 sq. ft. Auxiliary Gym with 4 classrooms		
WHS Auxiliary Gymnasium / Classrooms - Metal Total	\$ 1,835,460.00	

2019-2020 Capital Request

Projects To Be Completed By Operations		TOTALS	PRIORITIES
Bath Elementary School **	HVAC - Office	\$ 7,000.00	
Bath Elementary School **	Replace carpet in Room 501 with carpet or VCT	\$ 3,400.00	
Chocowinity Middle School **	(1) HVAC Units - Media Center	\$ 6,000.00	
Chocowinity Middle School **	Awning over Boiler Room door to prevent water from entering the basement	\$ 2,500.00	
Chocowinity Middle School **	Repair existing cracked walks	\$ 4,000.00	
Chocowinity Middle School **	Replace ceiling - 100 Building	\$ 3,200.00	
Chocowinity Primary School **	Awning to connect the Gym to 200 Building awning	\$ 6,500.00	
Eastern Elementary School **	Lobby , mini split HVAC	\$ 6,000.00	
Eastern Elementary School **	Handicap ramp w/ hand rails	\$ 7,500.00	
Eastern Elementary School **	Awning to connect the Multi-Purpose to the existing Awning	\$ 5,200.00	
Eastern Elementary School **	Sidewalk from Modular to Playground	\$ 8,000.00	
Eastern Elementary School **	Awning over kitchen service entrance	\$ 5,500.00	
John Cotten Tayloe Elementary School **	Replace Bathroom fixtures in 3 restrooms	\$ 9,000.00	
John Cotten Tayloe Elementary School **	Bard Unit in Cafeteria 5 ton	\$ 5,200.00	
P.S. Jones Middle School **	Install a concrete walk from the bus canopy to the EC classroom door 37' x 6'	\$ 900.00	
P.S. Jones Middle School **	Install a door under existing stairwell	\$ 4,000.00	
Northside High School **	Replace wooden shelves in Math workroom	\$ 3,500.00	
Northside High School **	Replace hot water tank (\$12,000 or replace with 2 on demand propane \$4200 ea.)	\$ 8,400.00	
Northside High School **	Replace Cabinet in ROTC Room	\$ 9,050.00	

2019-2020 Capital Request

Northside High School **	Replace flooring in the ROTC Room	\$	5,800.00
Northside High School **	Install Display Case in ROTC Room	\$	3,600.00
Southside High School **	Install a storm drain in front of Fieldhouse	\$	6,000.00
Southside High School **	Install a gutter over Rear Entrance of Main Hall by Cafeteria	\$	5,120.00
Southside High School **	Replace Carpet with Carpet Squares, in the Band Room	\$	9,500.00
Southside High School **	Concrete walk from front walk to EC classroom	\$	4,800.00
Southside High School **	Install concrete sidewalk from student parking lot to main entrance	\$	4,700.00
Southside High School **	Replace (2) of the exterior light poles (\$1050.00)	\$	2,100.00
Southside High School **	New Sound System for Gym	\$	5,500.00
S. W. Snowden Elementary School **	Replace broken walk from main entrance to gym	\$	4,500.00
Washington High School **	Replace Carpet with Carpet Tiles in the Band Room	\$	7,500.00
Projects To Be Completed By Operations:		\$	163,970.00
		\$	-

TOTAL (w/o modular replacement):

876,970.00

1,227,250.00

2019-2020 Capital Request

Modular Replacements - Metal		TOTALS	Priorities
Chocowinity Primary	Replace Modular Units (12 Classrooms)	\$ 1,958,880.00	
Eastern Elementary	Replace Modular Units (8 Classrooms)	\$ 1,305,920.00	
John Cotten Tayloe Elementary School	Replace Modular Units (8 Classrooms)	\$ 1,305,920.00	
Washington High	Replace Modular Units (12 Classrooms)	\$ 1,958,880.00	
Modular Replacements - Metal Total		\$ 6,529,600.00	

GRAND TOTAL:

\$ 15,299,970.00	\$ 1,227,250.00
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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. Robert Cayton, Board of Trustees Chair
 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

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 appropriations to the current expense and capital funds.

COMMUNITY COLLEGE	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Current Expense	\$ 2,515,000	\$ 2,606,500	\$ 2,606,500	\$ 2,697,118
Capital Outlay - Cash	283,000	118,000	118,000	240,000
Capital Outlay - Financed	-	165,000	165,000	-
Totals	\$ 2,798,000	\$ 2,852,500	\$ 2,852,500	\$ 2,937,118

BEAUFORT COUNTY COMMUNITY COLLEGE

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
LAND PURCHASE	\$ 211,042	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CURRENT EXPENSE	2,373,126	2,464,126	2,515,000	2,606,500	2,606,500	2,606,500	2,703,118	2,697,118
CAPITAL OUTLAY	640,000	49,000	283,000	246,000	246,000	246,000	240,000	240,000
	\$ 3,224,168	\$ 2,513,126	\$ 2,798,000	\$ 2,852,500	\$ 2,852,500	\$ 2,852,500	\$ 2,943,118	\$ 2,937,118

Beaufort County Community College

County Budget Request for Fiscal Year 2020

Summary with Prior Year Approved Budgets:

FY	Current	Capital	Total	Variance	Percent Change
2017	\$ 2,464,126	\$ 49,000	\$ 2,513,126	\$ (500,000)	-16.6%
2018	\$ 2,515,000	\$ 283,000	\$ 2,798,000	\$ 284,874	11.3%
2019	\$ 2,606,500	\$ 246,000	\$ 2,852,500	\$ 54,500	1.9%
2020	\$ 2,697,118	\$ 240,000	\$ 2,937,118	\$ 84,618	3.0%

- We are requesting a 3% increase or \$84,618 more than our previous year's approved budget. The increase is associated with \$90,618 in Current Expenses and a (\$6,000) decrease in the Capital Budget.
- A more detailed breakdown of this projection is shown on the next three pages.

Beaufort County Community College

County Budget Request for Fiscal Year 2020

Summary with Prior Year Approved Budgets:

FY	Current	Capital	Total	Variance	Percent Change
2017	\$ 2,464,126	\$ 49,000	\$ 2,513,126	\$ (500,000)	-16.6%
2018	\$ 2,515,000	\$ 283,000	\$ 2,798,000	\$ 284,874	11.3%
2019	\$ 2,606,500	\$ 246,000	\$ 2,852,500	\$ 54,500	1.9%
2020	\$ 2,703,118	\$ 240,000	\$ 2,943,118	\$ 90,618	3.2%

- We are requesting a 3.2% increase or \$90,618 more than our previous year's approved budget. The increase is associated with \$96,618 in Current Expenses and a (\$6,000) decrease in the Capital Budget.
- A more detailed breakdown of this projection is shown on the next three pages.

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 Ernie Coleman and his staff of dedicated professionals provide law enforcement services to all of Beaufort County's residents.

Ernie Coleman, Sheriff
 Charlie Rose, Chief Deputy

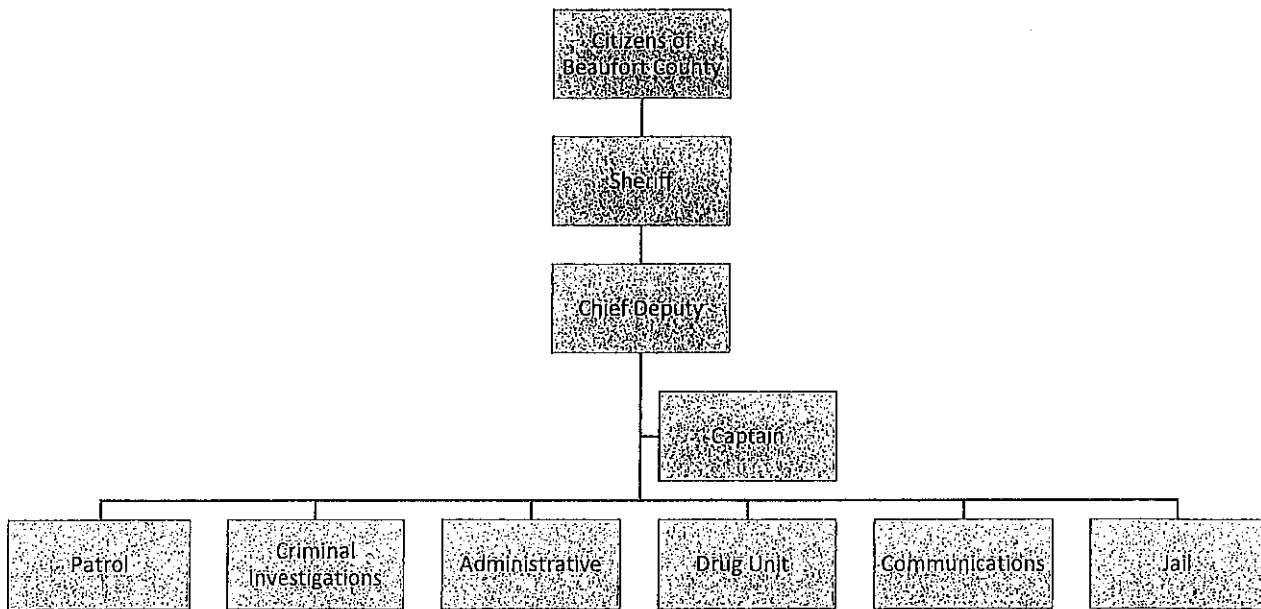
Beaufort County Sheriff's Office
 210 North Market St.
 Washington, North Carolina 27889

Phone: (252) 946-7111
 Fax: (252) 946-0993
 Email: info@co.beaufort.nc.us

Our Mission: *To be the Best Sheriff's Office in this State*

How we will accomplish this mission:

- We will serve all citizens equally and without regard to race, sex, religion or socioeconomic standing.
- We will strive for constant improvement in all areas of operation.
- We will train and prepare to meet any law enforcement need or any other need for service that may arise within our jurisdiction.
- We will be as friendly, helpful, courteous and respectful as possible in our dealings with others.
- We will never forget that we derive our strength from those we serve.



FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Rec.
92	97	97	107	107

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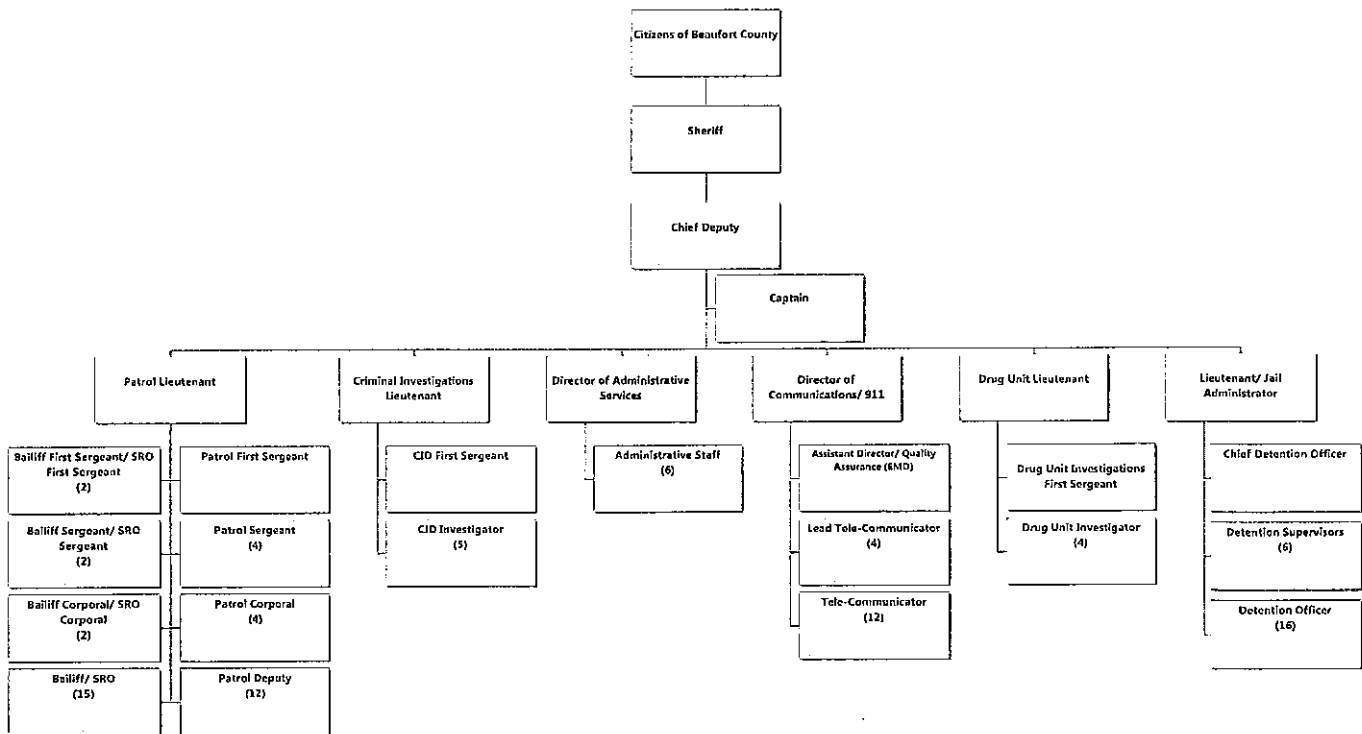
SHERIFF'S OFFICE – ADMINISTRATIVE AND OPERATIONS

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, and Investigations (Criminal and Drug Unit) make up this section.

Beaufort County Sheriff's Office
 Ernie Coleman, Sheriff
 Charlie Rose, Chief Deputy

210 North Market St.
 Washington, North Carolina 27889

Phone: (252) 946-7111
 Fax: (252) 946-0993
 Email: info@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Rec.
59	59	59	65	65

SHERIFF'S OFFICE	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 2,817,313	\$ 3,126,877	\$ 3,126,877	\$ 3,185,914
Benefits	968,413	1,143,324	1,143,324	1,206,998
Operating	913,859	1,002,456	994,156	1,130,556
Capital	360,841	594,229	594,229	400,000
Totals	\$ 5,060,426	\$ 3,866,886 3,866,886	\$ 5,858,586	\$ 5,923,468

SHERIFF - ADMINISTRATIVE AND OPERATIONS

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 2,388,474	\$ 2,525,035	\$ 2,511,188	\$ 2,875,877	\$ 2,875,877	\$ 2,715,000	\$ 2,935,914	\$ 2,935,914
SALARIES-OVERTIME	233,508	247,665	251,125	200,000	200,000	250,000	300,000	200,000
SALARIES-PART TIME	45,564	46,908	55,000	51,000	51,000	50,000	50,000	50,000
LEO SEPARATION ALLOWANCE	104,706	80,729	75,333	75,334	75,334	75,334	80,000	80,000
401(K) 5% LEO EMPLR SUPP. RET.	121,171	126,712	126,713	143,506	143,506	135,000	149,064	144,064
SHERIFF'S SUPPLEMENTL PENSION	-	-	4,938	5,000	5,000	3,668	5,000	5,000
FICA 6.2%	163,456	170,134	169,970	198,537	198,537	186,930	208,687	202,487
LOC. GOV. EMP. RETIREMENT	13,404	17,479	17,201	15,946	15,946	15,946	22,790	22,790
RETIREMENT-LEO 4.78% LOC. GOV.	173,273	202,739	209,075	243,960	243,960	226,300	289,184	279,484
HOSPITALIZATION-EMPLOYEE	318,036	328,938	319,503	408,804	408,804	341,000	410,784	419,034
MEDICARE 1.45%	38,228	39,790	39,751	46,432	46,432	43,715	48,806	47,356
LIFE INSURANCE-EMPLOYEE	1,465	1,453	1,379	1,690	1,690	1,690	1,690	1,690
WORKERS COMPENSATION INSURANCE	116,275	102,829	93,601	110,000	101,700	100,341	102,000	102,000
401(K) EMPLOYER CONTRIBUTION	3,855	4,765	4,550	4,115	4,115	4,115	5,093	5,093
ELECTRONIC HOUSE ARREST	33,598	29,967	26,876	35,000	35,000	35,000	40,000	40,000
K-9 KENNEL CARE SUPPLIES	-	1,062	1,782	1,500	1,500	1,500	1,500	-
UNIFORMS	73,923	51,271	73,770	66,000	66,000	85,000	75,000	75,000
EDUCATION/PROMOTION	-	7,364	2,801	3,000	3,000	3,000	4,000	4,000
VEHICLE TAGS (RENEW/REPLACE)	162	156	150	156	156	156	156	156
OFFICE SUPPLIES	15,481	12,940	15,796	15,000	15,000	15,000	20,000	15,000
BENEVOLENT DONATIONS-EXPENSE	2,754	3,928	4,630	5,000	5,000	5,000	5,000	5,000
LAW ENFORCEMENT SUPPLIES	36,094	35,527	33,551	40,000	40,000	45,000	40,000	40,000
PROFESSIONAL DEVELOPMENT	14,185	25,437	31,741	25,000	25,000	32,000	40,000	30,000
TRAVEL-FUEL	74,875	129,357	140,598	120,000	120,000	145,000	140,000	140,000
TELEPHONE	46,004	50,579	48,658	50,000	50,000	50,000	73,000	62,000
POSTAGE	1,184	762	1,327	1,000	1,000	1,000	1,000	1,000
PRINTING	1,162	1,272	991	1,000	1,000	1,000	1,000	1,000
MAINT/REPAIR-EQUIPMENT	1,402	3,427	4,087	3,000	3,000	3,000	5,000	5,000
MAINT/REPAIR-VEHICLE	200,046	150,951	164,956	150,000	150,000	150,000	175,000	165,000
FREIGHT	260	14	-	-	-	-	-	-
ADVERTISING	364	1,662	778	1,000	1,000	1,000	1,000	1,000
COMPUTER SOFTWARE/SUPPORT	75,865	41,617	82,513	104,400	104,400	104,400	125,000	125,000
TEMPORARY EMP.SERVICES	-	7,954	-	-	-	-	-	-
TRAINING/SCHOOL COSTS	13,348	75	-	-	-	-	-	-
FITNESS INCENTIVE	14,470	10,551	10,118	12,000	17,000	15,000	15,000	15,000
LAW ENFORCEMENT INFORMATION	67,126	70,975	95,626	125,000	120,000	125,000	125,000	125,000
EQUIPMENT PURCHASE	26,919	62,915	31,862	60,000	60,000	60,000	100,000	100,000
STORAGE RENT	13,775	20,800	22,375	23,000	23,000	23,000	23,000	23,000
RENTAL EQUIPMENT	31,170	22,149	18,134	15,000	15,000	18,000	20,000	20,000
CONTRACT SERIVCES	15,560	70,892	736	35,000	35,000	35,000	35,000	35,000
INSURANCE AND BONDS	-	-	5,000	-	-	8,000	-	-
DUES & SUBSCRIPTIONS	1,907	1,763	1,402	1,400	1,400	1,400	1,400	1,400
CAPITAL OUTLAY-EQUIPMENT	17,695	40,105	6,070	-	-	-	-	-
CAPITAL OUTLAY-VEHICLES	376,294	271,233	354,771	594,229	594,229	594,229	400,000	400,000
	\$ 4,877,038	\$ 5,021,881	\$ 5,060,426	\$ 5,866,886	\$ 5,858,586	\$ 5,705,724	\$ 6,075,068	\$ 5,923,468

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 an absolutely necessary element of the local criminal justice system.

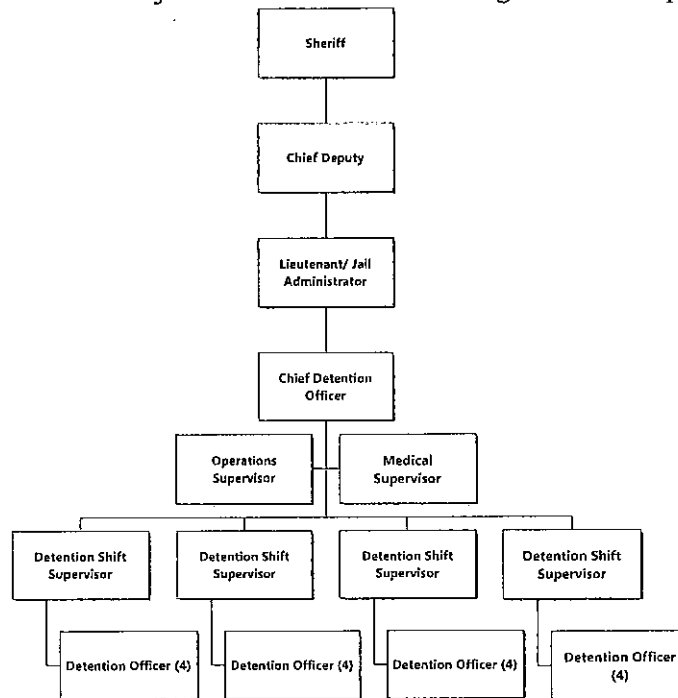
Beaufort County Sheriff's Office
 Ernie Coleman, Sheriff
 Charlie Rose, Chief Deputy
 Kathryn Bryan, Lieutenant/ Jail Administrator

210 North Market St.
 Washington, North Carolina 27889

Phone: (252) 946-7111
 Fax: (252) 946-0993
 Email: info@co.beaufort.nc.us

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.



FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Rec.
20	20	20	24	24

JAIL	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 828,290	\$ 983,908	\$ 983,908	\$ 983,408
Benefits	245,098	320,382	320,382	335,564
Operating	1,486,749	895,750	895,750	843,147
Capital	-	-	-	-
Totals	\$ 2,560,136	\$ 2,200,040	\$ 2,200,040	\$ 2,162,119

SHERIFF - JAIL

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 707,523	\$ 718,559	\$ 731,034	\$ 908,408	\$ 908,408	\$ 820,000	\$ 908,408	\$ 908,408
SALARIES-OVERTIME	52,431	69,762	89,230	50,000	50,000	125,000	200,000	50,000
FITNESS INCENTIVE	1,314	614	-	-	-	-	-	-
SALARIES-PART TIME	-	2,634	8,026	25,500	25,500	20,000	25,000	25,000
401(K) 5% LEO EMPLR SUPP. RET.	5,737	4,227	3,927	3,184	3,184	2,184	3,184	3,184
FICA 6.2%	45,371	46,176	47,954	61,002	61,002	61,002	70,271	60,971
LOC. GOV. EMP. RETIREMENT	43,553	51,579	56,060	69,342	69,342	69,342	93,504	80,079
RETIREMENT-LEO 4.78% LOC. GOV.	8,203	6,764	6,480	5,412	5,412	5,412	6,176	6,176
HOSPITALIZATION-EMPLOYEE	106,077	111,949	106,924	148,656	148,656	148,656	149,376	152,376
MEDICARE 1.45%	10,611	10,799	11,215	14,267	14,267	14,267	16,434	14,259
LIFE INSURANCE-EMPLOYEE	481	458	461	624	624	624	624	624
WORKERS COMPENSATION INSURANCE	38,054	33,424	31,346	35,000	35,000	35,000	35,000	37,000
401(K) EMPLOYER CONTRIBUTION	11,323	12,495	12,077	17,895	17,895	17,895	20,895	17,895
PROFESSIONAL SERVICE-MEDICAL	189,149	295,827	660,950	-	-	-	-	-
INMATE PRESCRIPTIONS	-	-	-	40,000	40,000	40,000	40,000	40,000
INMATE MENTAL HEALTH	-	-	-	25,000	25,000	25,000	25,000	25,000
INMATE OUT OF FACILITY SERVICES	-	-	-	100,000	100,000	100,000	130,000	200,000
MEDICAL STOP LOSS INSURANCE	-	-	-	32,000	32,000	32,000	32,000	32,000
JANITORIAL SUPPLIES	35,458	44,386	42,861	48,000	48,000	48,000	77,000	48,000
UNIFORMS	9,436	10,320	11,246	10,000	11,100	11,100	10,000	10,000
INMATE MEALS	217,662	197,594	170,199	230,000	230,000	185,000	230,000	115,000
SUPPLIES	20,904	20,249	23,164	20,000	20,000	20,000	50,000	30,000
PROFESSIONAL DEVELOPMENT	2,785	6,172	11,409	10,000	7,400	7,400	20,000	20,000
TELEPHONE	1,567	2,823	3,563	2,500	2,500	2,500	2,500	2,500
POSTAGE-INMATE	326	203	-	500	500	500	500	300
PRINTING	1,205	-	-	-	-	-	-	-
MAINT/REPAIR-JAIL	27,244	826	9,047	10,000	10,000	10,000	25,000	15,000
MAINT/REPAIR-EQUIPMENT	10,669	3,568	6,692	20,000	20,000	25,000	25,000	25,000
TRAINING/SCHOOL COSTS	2,876	-	-	-	-	-	-	-
FITNESS INCENTIVE	1,787	3,903	1,551	3,000	4,500	4,500	4,500	4,500
EQUIPMENT PURCHASE	14,467	12,449	30,343	7,500	7,500	7,500	29,000	29,000
RENTAL EQUIPMENT	1,523	926	1,597	1,750	1,750	1,750	1,750	1,750
CONTRACT SERVICES	-	5,629	134	-	-	-	10,000	-
INSURANCE DEDUCTIBLES	-	-	-	-	-	-	-	-
DUES & SUBSCRIPTIONS	25	-	233	500	500	500	500	500
CAPITAL OUTLAY-EQUIPMENT	80,146	-	-	-	-	-	-	-
SAFEKEEPING	129,961	390,900	482,414	100,000	100,000	100,000	100,000	62,000
SAFEKEEPIN - JUVENILES	-	-	-	-	-	-	-	35,597
SAFEKEEPING-CAPACITY	-	-	-	200,000	200,000	300,000	650,000	100,000
TRAVEL-INMATE TRANSFER	-	-	-	-	-	-	-	10,000
	\$ 1,777,867	\$ 2,065,215	\$ 2,560,136	\$ 2,200,040	\$ 2,200,040	\$ 2,240,132	\$ 2,991,622	\$ 2,162,119

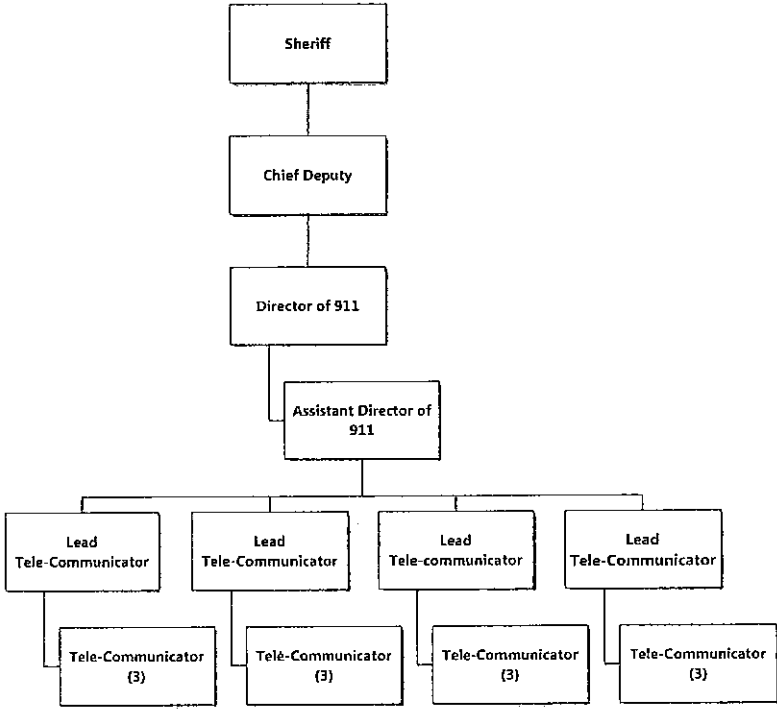
SHERIFF'S OFFICE - COMMUNICATIONS

The Beaufort County E-911 Communication 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 operates 24 hours a day, 7 days a week. 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, Aurora Police, Belhaven Police, and Chocowinity Police Departments, as well as 14 Fire Departments, 7 Rescue Squads/EMS, as well as an array of other related services.

Ernie Coleman, Sheriff
 Charlie Rose, Chief Deputy
 Will Caputo, Director of E-911 Center

210 North Market St.
 Washington, North Carolina 27889

Phone: (252) 946-7111
 Fax: (252) 946-0993
 Email: info@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Rec.
13	18	18	18	18

COMMUNICATIONS	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 739,049	\$ 807,802	\$ 807,802	\$ 807,602
Benefits	231,166	263,911	263,911	276,566
Operating	88,265	173,200	173,200	223,000
Capital	-	-	-	-
Totals	\$ 1,058,479	\$ 1,244,913	\$ 1,244,913	\$ 1,307,168

SHERIFF - COMMUNICATIONS

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 484,477	\$ 511,648	\$ 593,521	\$ 672,602	\$ 672,602	\$ 560,000	\$ 672,602	\$ 672,602
SALARIES-OVERTIME	130,828	134,459	143,394	125,000	125,000	136,000	150,000	125,000
SALARIES-PART TIME	11,561	5,661	2,134	10,200	10,200	-	10,000	10,000
FICA 6.2%	37,789	39,071	44,583	50,084	50,084	43,152	51,621	50,071
LOC. GOV. EMP. RETIREMENT	41,405	47,329	55,665	61,814	61,814	54,288	73,623	71,385
HOSPITALIZATION-EMPLOYEE	74,522	78,971	106,113	123,880	123,880	100,580	124,480	126,980
MEDICARE 1.45%	8,838	9,138	10,427	11,713	11,713	10,092	12,073	11,710
LIFE INSURANCE-EMPLOYEE	347	326	393	468	468	356	468	468
WORKERS COMPENSATION INSURANCE	1,996	3,589	3,391	4,000	4,000	3,732	3,800	3,800
401(K) EMPLOYER CONTRIBUTION	11,839	12,678	13,984	15,952	15,952	13,920	16,452	15,952
UNIFORMS	1,863	6,664	4,095	8,000	8,000	4,000	10,000	8,000
OFFICE SUPPLIES	2,143	4,990	3,330	4,000	4,000	4,000	5,000	5,000
PROFESSIONAL DEVELOPMENT	3,456	16,084	18,103	14,000	14,000	15,000	25,000	25,000
TELEPHONE	5,688	5,925	2,615	7,000	7,000	2,000	84,000	10,000
E911 SERVICES	-	-	(7,230)	-	-	-	-	-
MAINT/REPAIR-EQUIPMENT	433	959	2,172	2,500	2,500	1,000	10,000	2,500
FREIGHT	15	-	-	-	-	-	-	-
SOFTWARE MAINTENANCE	-	-	-	22,000	22,000	45,000	45,000	45,000
TRAINING/SCHOOL COSTS	1,030	-	-	-	-	-	-	-
FITNESS INCENTIVE	456	1,188	1,503	3,000	3,000	3,100	4,000	4,000
EQUIPMENT PURCHASE	-	-	695	-	-	-	10,000	-
RENTAL EQUIPMENT	4,153	794	-	9,000	9,000	3,000	15,000	15,000
MAINT. CONTRACTS	35,423	61,690	58,584	97,000	97,000	97,000	102,000	102,000
DUES & SUBSCRIPTIONS	-	50	1,006	2,700	2,700	2,700	2,700	2,700
	\$ 858,261	\$ 941,214	\$ 1,058,479	\$ 1,244,913	\$ 1,244,913	\$ 1,098,920	\$ 1,427,819	\$ 1,307,168

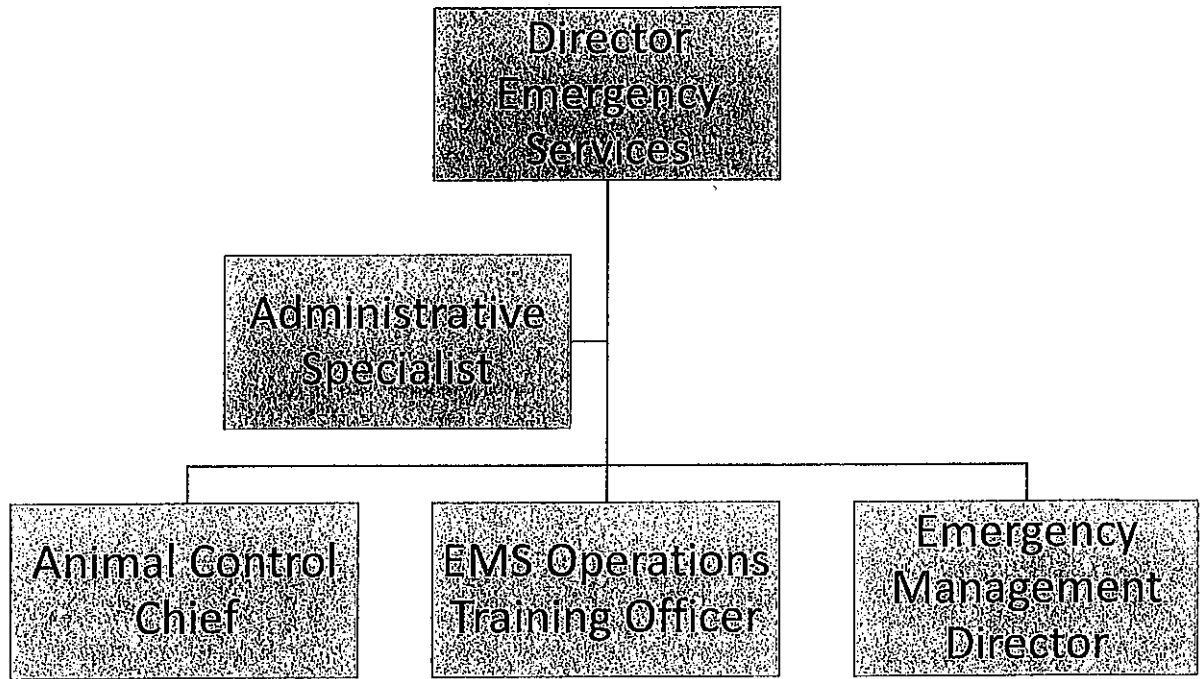
EMERGENCY SERVICES

The Emergency Services Department 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.

Carnie Hedgepeth, Director Emergency Services
Angie Chrismon, Administrative Specialist
Billy Lassiter, Animal Control Chief
Glenn Mercer, EMS Operations Training Officer
Chris Newkirk, Emergency Management Director

Beaufort County Emergency Services
1420 Highland Drive
Washington, NC 27889

Phone: 252-946-2046
Email: carnie.hedgepeth@co.beaufort.nc.us



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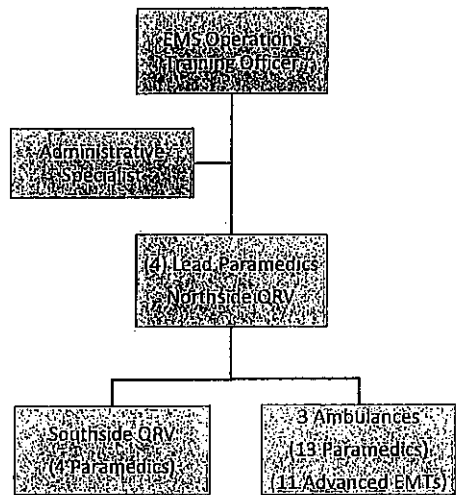
EMERGENCY MEDICAL SERVICES (EMS)

Beaufort County Emergency Medical Services (EMS) strives to provide the highest level of 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 one ambulance 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 EMS system. EMS is a division of the Beaufort County Emergency Services Department.

Carnie Hedgepeth, Director Emergency Services
 Glenn Mercer, EMS Operations Training Officer
 Angie Chrismon, Administrative Specialist

1420 Highland Dr.
 Washington, North Carolina 27889

Phone: (252) 940-6519
 Fax: (252) 975-6802
 Email: glenn.mercer@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Recommended
27	27	34	34	34

EMS	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 1,452,744	\$ 1,500,605	\$ 1,500,605	\$ 1,637,332
Benefits	412,782	469,543	469,543	511,306
Operating	374,492	378,555	384,858	421,061
Capital	101,038	54,000	244,337	38,000
Totals	\$ 2,341,056	\$ 2,402,703	\$ 2,599,343	\$ 2,607,699

EMERGENCY MEDICAL SERVICES

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 312,436	\$ 856,816	\$ 1,103,102	\$ 1,169,393	\$ 1,169,393	\$ 1,169,393	\$ 1,186,120	\$ 1,186,120
SALARIES-OVERTIME	44,375	237,869	323,010	300,000	300,000	408,968	360,000	360,000
SALARIES-PART TIME	3,172	36,793	26,632	31,212	31,212	46,966	91,212	91,212
FICA 6.2%	21,331	66,765	85,912	93,038	93,038	96,000	101,515	101,515
LOC. GOV. EMP. RETIREMENT	23,929	79,873	107,771	113,878	113,878	115,000	138,378	138,378
HOSPITALIZATION-EMPLOYEE	49,072	128,538	171,303	210,596	210,596	208,000	211,616	215,866
MEDICARE 1.45%	4,989	15,615	20,092	21,759	21,759	22,500	23,741	23,741
LIFE INSURANCE-EMPLOYEE	154	631	798	884	884	884	884	884
WORKERS COMPENSATION INSURANCE	2,537	52,745	66,408	75,000	75,000	90,000	75,000	72,000
401(K) EMPLOYER CONTRIBUTION	7,063	20,838	26,906	29,388	29,388	29,388	30,922	30,922
PROFESSIONAL SERVICE-MEDICAL	-	4,263	113	500	500	500	500	500
UNIFORMS	6,697	5,077	8,613	10,000	10,000	12,800	20,000	15,000
MEDICAL SUPPLIES	29,343	50,328	53,222	70,000	68,000	70,000	80,000	75,000
OFFICE SUPPLIES	13,799	4,576	6,662	3,500	5,500	5,500	6,000	3,500
PROFESSIONAL DEVELOPMENT	698	3,470	3,130	6,000	6,000	6,000	6,000	6,000
TRAVEL-FUEL	4,997	23,975	30,175	35,000	35,000	32,000	35,000	35,000
TELEPHONE	4,826	4,380	7,123	9,800	9,800	9,600	9,800	9,800
POSTAGE	302	-	-	-	-	-	-	-
UTILITIES	-	6,237	10,502	12,100	12,100	12,100	12,100	12,100
PRINTING	-	1,137	2,089	4,050	4,050	4,050	2,000	2,000
MAINT/REPAIR-BUILDINGS	2,661	2,169	1,423	3,000	3,000	3,000	3,000	4,500
MAINT/REPAIR-EQUIPMENT	28	110	4,126	6,400	6,400	6,400	6,400	6,400
MAINT/REPAIR-VEHICLE	5,274	16,128	18,379	20,000	20,000	19,000	20,000	20,000
FREIGHT	116	-	-	-	-	-	-	-
ADVERTISING	57	142	170	500	500	-	500	-
COMPUTER SOFTWARE/SUPPORT	3,675	6,013	5,323	3,920	3,920	3,500	3,920	3,920
TEMPORARY EMP.SERVICES	10,046	-	-	-	-	-	-	-
EQUIPMENT PURCHASE	5,196	8,093	40,931	1,000	7,303	7,303	12,755	16,050
OFFICE RENT	6,962	29,205	38,805	38,785	38,785	38,785	38,785	38,785
RENTAL EQUIPMENT	23,629	42,155	43,409	45,500	45,500	45,500	45,500	67,000
CONTRACT SERVICES	-	21,660	33,410	31,500	31,500	36,000	31,500	31,500
DUES & SUBSCRIPTIONS	-	1,773	480	2,000	2,000	2,000	2,000	2,000
CAPITAL OUTLAY-EQUIPMENT	100,000	-	-	19,000	12,725	9,925	3,301	-
CAPITAL OUTLAY-VEHICLES	208,877	-	101,038	35,000	231,612	231,612	38,000	38,000
	\$ 896,239	\$ 1,727,373	\$ 2,341,056	\$ 2,402,703	\$ 2,599,343	\$ 2,742,674	\$ 2,596,449	\$ 2,607,699

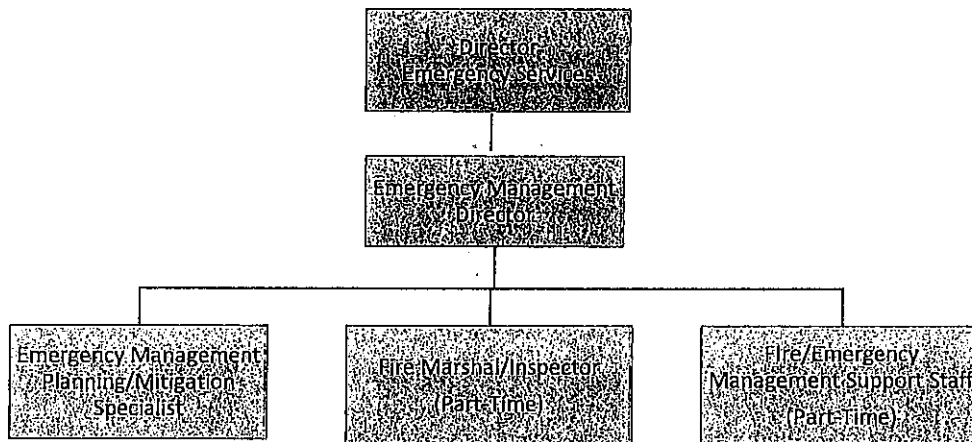
EMERGENCY MANAGEMENT

In accordance with NC GS 166A-19.15, the Emergency Management Coordinator 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. He also provides technical assistance to fire departments throughout the County in areas dealing with funding, fire prevention, equipment, and training. The EM Specialist assists the EM Director in all areas listed above and coordinates all office and Emergency Operations Center (EOC) activities. 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 Emergency Services Department.

Carrie Hedgepeth, Director Emergency Services
 Chris Newkirk, Emergency Management Director
 Vacant, EM Planning/Mitigation Specialist
 Curtis Avery, Fire Marshal/Inspector

Beaufort County Emergency Management
 1420 Highland Drive
 Washington, NC 27889

Phone: 252-946-2046
 Email: carrie.hedgepeth@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Recommended
2	2	3	3	3

EMERGENCY MANAGEMENT	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 204,056	\$ 223,475	\$ 223,475	\$ 231,510
Benefits	53,439	62,194	62,194	63,155
Operating	58,868	63,465	63,465	66,500
Capital	33,895	47,200	47,200	50,200
Totals	\$ 350,257	\$ 396,334	\$ 396,334	\$ 411,365

EMERGENCY MANAGEMENT

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 113,345	\$ 109,728	\$ 201,345	\$ 204,649	\$ 204,649	\$ 204,649	\$ 207,684	\$ 207,684
SALARIES-OVERTIME	1,438	5,138	2,711	2,700	2,700	15,000	2,700	2,700
SALARIES-PART TIME	-	6,642	-	16,126	16,126	16,126	21,126	21,126
FICA 6.2%	6,246	6,644	10,899	13,856	13,856	13,856	14,354	14,354
LOC. GOV. EMP. RETIREMENT	5,681	6,112	13,114	16,070	16,070	16,070	16,301	16,301
HOSPITALIZATION-EMPLOYEE	10,973	11,350	23,313	24,776	24,776	24,776	24,896	25,396
MEDICARE 1.45%	1,461	1,554	2,549	3,240	3,240	3,240	3,357	3,357
LIFE INSURANCE-EMPLOYEE	79	68	95	104	104	104	104	104
WORKERS COMPENSATION INSURANCE	5,370	503	565	615	615	4,000	615	3,850
401(K) EMPLOYER CONTRIBUTION	1,683	1,668	3,469	4,148	4,148	4,184	3,643	3,643
OFFICE SUPPLIES	4,005	2,466	3,957	3,450	3,450	3,450	3,450	3,450
PROFESSIONAL DEVELOPMENT	4,384	1,839	2,339	4,500	4,500	4,500	4,500	4,500
TRAVEL-FUEL	3,594	3,985	7,338	5,300	5,300	14,000	8,000	8,000
TELEPHONE	14,776	6,118	6,168	5,300	5,300	5,300	5,300	5,300
POSTAGE	220	98	142	150	150	150	150	150
PRINTING	3,459	725	816	500	500	1,200	500	500
MAINT/REPAIR-BUILDINGS	4,438	83	99	200	200	200	1,700	1,700
MAINT/REPAIR-EQUIPMENT	8,319	6,291	8,614	4,000	4,000	4,000	4,000	4,000
MAINT/REPAIR-VEHICLE	2,932	2,461	1,509	2,000	2,000	2,000	3,000	3,000
FREIGHT	25	65	-	-	-	-	-	-
ADVERTISING	876	1,232	55	-	-	-	500	-
COMPUTER SOFTWARE/SUPPORT	3,574	2,298	3,988	2,000	2,000	2,000	3,000	3,000
LEGAL ADVERTISING	-	426	-	500	500	100	500	500
TRAINING/SCHOOL COSTS	-	-	179	-	-	-	-	-
EQUIPMENT PURCHASE	21,037	18,979	8,933	17,900	17,900	17,900	8,000	8,000
CONTRACT SERVICES	-	11,357	12,461	15,050	15,050	15,050	15,050	18,550
DUES & SUBSCRIPTIONS	1,580	1,625	1,704	2,000	2,000	2,000	2,000	2,000
CAPITAL OUTLAY-EQUIPMENT	-	-	-	12,200	12,200	12,200	12,200	12,200
CAPITAL OUTLAY-VEHICLES	31,085	-	33,895	35,000	35,000	35,000	38,000	38,000
SMART START GRANT-CAP OUTLAY	-	-	-	-	-	-	-	-
GRANT EXPENSES	-	-	-	-	-	-	-	-
	\$ 250,579	\$ 209,454	\$ 350,257	\$ 396,334	\$ 396,334	\$ 421,055	\$ 404,630	\$ 411,365

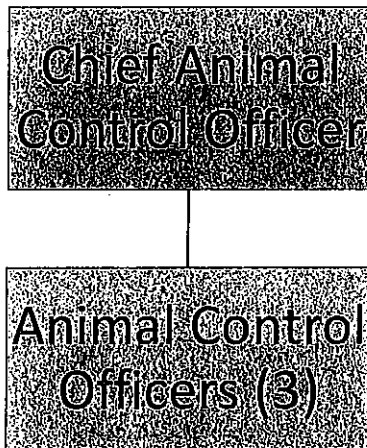
ANIMAL CONTROL

Animal control assists the public related to animal bites, stray and injured animals, as well as dangerous and rabid animals. Staff picks up stray, sick/injured, feral, and /or unwanted and trapped domestic animals. The Officers investigate complaints from citizens concerning animal welfare and cruelty. The Department euthanizes dangerous/vicious animals in a safe, humane manner and incinerates remains for multiple agencies. Animal Control operates the County Animal Shelter. It is open six days a week for adoption services and officers are on call for emergencies at all times. Staff transports adopted animals to local veterinary offices for treatment. They also vaccinate and care for all animals located at the facility. Animal Control is a division of the Beaufort County Emergency Services Department.

Carnie Hedgepeth, Director Emergency Services
 Billy Lassiter, Chief Animal Control Officer

Beaufort County Animal Control
 3931 US Hwy 264 East
 Washington, North Carolina 27889

Phone: (252) 946-4517
 Fax: (252) 946-6731
 Email: animal.control@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Recommended
4	4	4	4	4

ANIMAL CONTROL	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 174,743	\$ 189,963	\$ 189,963	\$ 197,671
Benefits	48,137	54,158	54,158	57,777
Operating	105,730	118,186	118,186	111,336
Capital	32,887	25,000	25,000	-
Totals	\$ 361,497	\$ 387,307	\$ 387,307	\$ 366,784

ANIMAL CONTROL

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 108,618	\$ 121,140	\$ 121,426	\$ 128,233	\$ 128,233	\$ 128,233	\$ 131,671	\$ 131,671
SALARIES-OVERTIME	21,224	22,650	19,680	23,000	23,000	23,000	25,000	25,000
SALARIES-PART TIME	25,300	19,893	33,637	38,730	38,730	38,730	41,000	41,000
FICA 6.2%	9,453	10,010	10,637	11,778	11,778	11,778	12,256	12,256
LOC. GOV. EMP. RETIREMENT	8,756	10,540	10,662	11,721	11,721	11,721	14,022	14,022
HOSPITALIZATION-EMPLOYEE	19,627	17,920	21,616	24,776	24,776	24,776	24,896	25,396
MEDICARE 1.45%	2,211	2,341	2,488	2,754	2,754	2,754	2,866	2,866
LIFE INSURANCE-EMPLOYEE	81	90	90	104	104	104	104	104
WORKERS COMPENSATION INSURANCE	2,339	6,820	3,459	3,736	3,736	5,500	3,736	3,736
401(K) EMPLOYER CONTRIBUTION	2,548	2,559	2,644	3,025	3,025	3,025	3,133	3,133
PROFESSIONAL SERVICE-VETERINAR	64	993	269	1,500	1,500	250	1,500	1,500
PROFESSIONAL SERVICES - SNIP	-	3,043	10,534	10,000	10,000	9,000	10,000	10,000
SHELTER KENNEL CARE SUPPLIES	3,977	5,560	4,707	5,000	5,000	5,000	5,000	5,000
UNIFORMS	1,614	1,904	2,025	2,500	2,500	2,500	2,500	2,500
MEDICAL SUPPLIES	18,721	17,398	17,652	25,000	25,000	16,000	20,000	18,000
OFFICE SUPPLIES	2,443	2,130	1,520	2,500	2,500	2,500	2,500	2,500
PROFESSIONAL DEVELOPMENT	877	3,190	3,157	4,000	4,000	4,000	4,000	4,000
VEHICLE FUEL	7,444	6,359	6,930	7,000	7,000	6,500	7,000	7,000
TELEPHONE	6,046	5,910	5,707	6,000	6,000	5,500	5,200	5,200
POSTAGE	163	29	59	-	-	250	200	200
UTILITIES-ANIMAL CONTROL	26,071	28,648	28,940	30,000	30,000	30,000	30,000	30,000
MAINT/REPAIR-BUILDINGS	16,822	847	244	2,500	2,500	1,000	2,500	4,500
MAINT/REPAIR-EQUIPMENT	1,743	543	729	1,400	1,400	2,050	1,400	1,400
MAINT/REPAIR-VEHICLE	2,909	2,191	2,879	3,000	3,000	2,400	3,000	2,500
ADVERTISING	-	-	-	100	100	-	100	100
COMPUTER SOFTWARE/SUPPORT	5,748	899	1,296	-	-	-	-	1,300
LEGAL ADVERTISING	366	-	-	-	-	-	-	-
TEMPORARY EMP.SERVICES	12,278	-	-	-	-	-	-	-
EQUIPMENT PURCHASE	4,180	4,344	8,112	5,500	5,500	5,500	7,500	6,000
DUMPSTER RENTAL	3,545	5,053	3,821	4,750	4,750	1,800	1,800	1,800
RENTAL EQUIPMENT	1,000	1,087	1,138	1,100	1,100	1,100	1,100	1,100
CONTRACT SERVICES	-	2,308	2,552	2,600	2,600	2,600	3,000	3,000
CAPITAL OUTLAY-EQUIPMENT	-	-	-	25,000	25,000	24,126	-	-
CAPITAL OUTLAY-VEHICLES	-	-	32,887	-	-	-	-	-
	\$ 316,168	\$ 306,399	\$ 361,497	\$ 387,307	\$ 387,307	\$ 371,697	\$ 366,984	\$ 366,784

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.

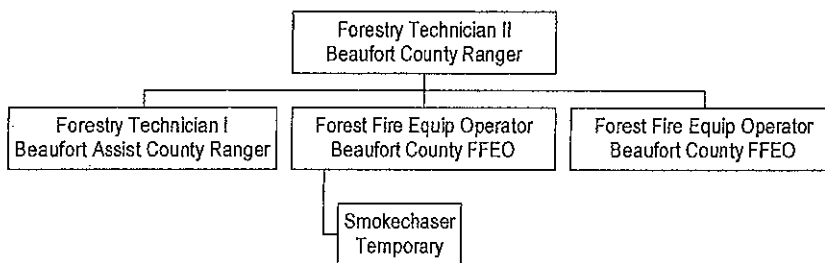
Jim Linson, County Ranger

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

Phone: (252) 946-3944

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FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
4	4	4	4	4

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 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-
Operating	112,577	157,572	157,572	159,840
Capital	-	-	-	-
Totals	\$ 112,577	\$ 157,572	\$ 157,572	\$ 159,840

FIRE PROTECTION

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
NC FORESTRY SERV.-COUNTY SHARE	\$ 125,405	\$ 119,210	\$ 112,577	\$ 157,572	\$ 157,572	\$ 125,000	\$ 159,840	\$ 159,840
	\$ 125,405	\$ 119,210	\$ 112,577	\$ 157,572	\$ 157,572	\$ 125,000	\$ 159,840	\$ 159,840

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 \$10,000 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 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
City of Washington	\$ -	\$ -	\$ -	\$ -
Sidney Dive Team	10,000	10,000	10,000	10,000
VFD Fire Safety House	3,500	3,500	3,500	3,500
Medical Examiner	56,250	65,000	65,000	60,000
Totals	\$ 69,750	\$ 78,500	\$ 78,500	\$ 73,500

OTHER EMERGENCY SERVICES

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
PROFESSIONAL SERVICE-MEDICAL	\$ 58,650	\$ 65,050	\$ 56,250	\$ 65,000	\$ 65,000	\$ 55,000	\$ 60,000	\$ 60,000
CITY OF WASH-RESCUE CONTRACT	151,149	154,172	-	-	-	-	-	-
SIDNEY DIVE TEAM APPROPRIATION	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
BELHAVEN-RESCUE CONTRACT	600,000	-	-	-	-	-	-	-
VFD FIRE SAFETY HOUSE	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
	\$ 823,299	\$ 232,722	\$ 69,750	\$ 78,500	\$ 78,500	\$ 68,500	\$ 73,500	\$ 73,500

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 2026 reappraisal cost is estimated at a total price of \$1,064,900. A contribution of \$162,050 is needed for the next eight years.
- 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 such as Voting Machines for Elections.
- 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.

SPECIAL REVENUES	FY 17-18 Actuals	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
E-911 Revenues				
E-911 Surcharge	189,185	189,000	189,000	229,000
E-911 State Grant	0	0	0	0
E-911 FB Appropriated	0	0	63,489	0
E-911 Total Revenues	189,185	189,000	252,489	229,000
Seized Funds Revenues				
Unauthorized Substance Tax	27,704	50,000	50,000	15,000
Miscellaneous Income	9,637	0	0	0
Appropriated Fund Balance	0	50,000	50,000	35,000
Seized Funds Total Revenues	37,341	100,000	100,000	50,000
Fire Tax District Revenues				
Richlands Fire/Rescue Tax	885,977	835,885	835,885	850,000
Chocowinity Fire Tax	361,229	349,120	349,120	355,000
Northside Fire Tax	906,875	914,050	914,050	930,000
Total Fire Tax Revenues	2,154,081	2,099,055	2,099,055	2,135,000
EMS Tax District Revenues				
Bath Township EMS Tax	421,429	373,382	373,382	383,000
Chocowinity Township EMS Tax	447,724	402,731	402,731	413,000
Chocowinity Municipal EMS Tax	33,535	31,521	31,521	42,000
Long Acre Township EMS Tax	304,213	287,039	287,039	287,100
Washington Township EMS Tax	193,043	181,465	181,465	187,000
Pantego Township EMS Tax	156,999	150,241	150,241	168,300
Total EMS Tax Revenues	1,556,943	1,426,379	1,426,379	1,480,400
Tax Revaluation Fund Revenues				
Transfer from General Fund	162,050	162,050	162,050	162,050
Appropriated Fund Balance	0	0	0	0
Total Revaluation Fund Revenues	162,050	162,050	162,050	162,050
Economic Development Fund Revenues				
Transfer from General Fund	80,000	80,000	80,000	80,000
Capital Reserve Fund				
Transfer from General Fund	55,000	55,000	55,000	55,000
HCCBG - Aging				
Home Delivered Meals-Contributions	2,192	2,500	2,500	2,500
Congregate Meals-Contributions	2,006	2,500	2,500	2,500
Transportation-Contributions	165	1,000	1,000	1,000
In Home Aide Services-Contributions	0	0	0	0
Fund Balance-Appropriated	0	30,000	30,000	30,000
Transfer from GF	0	0	0	0
	4,363	36,000	36,000	36,000
Healthcare Reserve Fund				
Loan Payments from General Fund	61,923	0	0	371,541

	FY 17-18 Actuals	FY 18-19 Original	FY 18-19 Revised	FY 19-20 Recommended
E-911 Expenditures				
Implemental Functions	0	58,234	58,234	60,000
E-911 Services	8,212	0	0	0
Telephone	75,634	80,080	80,080	89,000
Software Maintenance	57,083	26,395	60,168	70,000
Hardware Maintenance	49,777	9,800	9,800	7,000
Furniture	0	3,237	3,237	1,000
Capital	267,443	0	29,716	0
Back-up PSAP	0	6,062	6,062	2,000
Training	850	5,192	5,192	0
E-911 Total Exp.	458,999	189,000	252,489	229,000
Seized Funds Expenditures				
Seized Funds – Equipment	18,566	100,000	100,000	50,000
Transfer to General Fund	0	0	0	0
Seized Funds Total Exp.	18,566	100,000	100,000	50,000
Fire Tax District Expenditures				
Richlands Fire/Rescue Tax	885,413	835,000	835,000	849,400
Chocowinity Fire Tax	359,716	348,500	348,500	353,800
Northside Fire Tax	903,307	913,055	913,055	926,800
DMV Collection Fees (All Districts)	5,645	2,600	2,600	5,000
Total Fire Tax Exp.	2,154,081	2,099,055	2,099,055	2,135,000
EMS Tax District Expenditures				
Pamlico Beach EMS	35,000	35,000	35,000	35,000
Bath Community EMS to GF	385,263	336,900	336,900	346,550
Chocowinity Township EMS	446,100	401,000	401,000	411,300
Chocowinity Municipal EMS	33,328	31,400	31,400	41,825
Broad Creek EMS	232,427	219,500	219,500	219,880
Pinetown EMS	70,212	66,300	66,300	66,025
Washington Township EMS to GF	192,010	180,700	180,700	186,225
Pantego Township EMS to GF	156,463	149,600	149,600	167,595
DMV Collection Fees (All Districts)	6,140	5,979	5,979	6,000
Total EMS Tax Exp.	1,556,943	1,426,379	1,426,379	1,480,400
Tax Revaluation Fund Expenditures				
Transfer to Revaluation Project Fund	18,400	162,050	162,050	0
To Fund Balance for 2026 Reval	0	0	0	162,050
Total Reval Fund Exp.	18,400	162,050	162,050	162,050
Economic Development Fund Expend.				
Committee of 100 – Industry Ready Bldg. Payment	35,000	35,000	35,000	35,000
Airport Grant – City of Washington	40,109	45,000	45,000	45,000
Total Economic Development Exp.	75,109	80,000	80,000	80,000
Capital Reserve Fund				
Voting Machine Capital Reserve	55,000	55,000	55,000	55,000
HCCBG - Aging				
In Home Aide Services	200	11,000	11,000	11,000
Home Delivered Meals Purchases	2,500	10,500	10,500	10,500
Congregate Meal Purchases	2,500	9,500	9,500	9,500
Transportation Expenses	1,000	5,000	5,000	5,000
Total HCCBG - Aging	6,200	36,000	36,000	36,000
Healthcare Reserve Fund				
To Healthcare Fund Balance	61,923	0	0	371,541

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EMERGENCY TELEPHONE SYSTEM FUND (ETSF)

Description: The original intention of the Emergency Telephone System Fund was to make Enhanced 911 (E-911) services available for all Beaufort County residents and visitors. This critical service allows telecommunicators to identify the caller's location without the caller verbally explaining the location of the incident. The County E-911 Center is also Wireless Phase II compliant, which allows telecommunicators to see wireless phone caller location information by utilizing the GIS mapping system.

History: In 1989 the General Assembly authorized counties and cities to impose a charge on telephone subscribers to pay for certain costs associated with E-911 services. The charge was collected by the local telephone company and remitted to the county or city. The funds were used either for non-recurring costs of establishing an E-911 system, such as the lease or purchase of equipment, or to pay charges associated with the continued operation of fixed-end equipment and charges imposed by the telephone company for the operation of the service.

On September 25, 1998, the General Assembly approved Senate Bill 1242, establishing the Enhanced 911 Wireless Fund and the North Carolina Wireless 911 Board. The objective of the act was to provide for an enhanced wireless 911 system for the use of personal cellular communications services and other wireless telephone customers in response to the mandate by the FCC in Docket 94-102. On July 27, 2007, the General Assembly revised NCGS 62A, creating a 911 Board with responsibility for both wireline and wireless 911 in North Carolina and a single, statewide service charge per connection for any type of voice communication service provider effective January 1, 2008. The service charge was initially set at \$0.70, but as noted below, is currently \$0.60.

The proceeds from this service charge are deposited into a fund administered by the North Carolina 911 Board. The 911 Board monitors the revenues generated by the service charge. If the 911 Board determines that the rate produces revenue in excess of the amount needed, the 911 Board must reduce the rate. The reduced rate must ensure full cost recovery for voice communications service providers and for primary PSAPs over a reasonable period of time. A change in the amount of the rate becomes effective only on July 1 of any given year. During the 2010 fiscal year the 911 Board determined a reduction in the service charge from \$0.70 to \$0.60 would provide sufficient revenue, and implemented that change effective July 1, 2010.

Current and future considerations:

Back-up PSAPs – During the 2014 legislative session, S797 (911 Board/Back-up PSAPs) originated out of the Joint Legislative Oversight Committee on Information Technology following reports of several hours of 911 system outages in various counties across the state. The legislation provides that a Primary Public Safety Answering Point (PSAP) “must have a plan and means for 911 call-taking in the event 911 calls cannot be received and processed in the primary PSAP.” Back-up PSAP is defined as “the capability to operate as part of the 911 System and all other features of its associated primary PSAP.” The term also includes a “PSAP that receives 911 calls only when they are transferred from the primary PSAP or on an alternate routing basis when calls cannot be completed to the primary PSAP.”

The back-up PSAP requirement does not mandate that each primary PSAP have a separate brick and mortar facility to serve as its back-up. The requirement may be satisfied through the use of another PSAP or simply a plan that provides some means for rerouting 911 calls. Failure to comply with this requirement may result in the 911 Board's decision to reduce, suspend or terminate 911 Fund distributions to the primary PSAP made on or after July 1, 2016. The Sheriff's Office is in the process of finalizing and submitting its back-up PSAP plan to the State.

Next Generation 911 – Next Generation 911 (NG911) is the next evolution of the E-911 system. NG911 will enhance the 911 system to create a faster, more flexible, resilient, and scalable system that allows 911 to keep up with communication technology used by the public. Put simply, NG911 is an Internet Protocol (IP)-based system that allows digital information (e.g., voice, photos, videos, text messages) to flow seamlessly from the public, through the 911 network, and on to emergency responders. While the technology to implement NG911 systems is available now, the transition to NG911 involves much more than just new computers. Implementing NG911 will include activities of many people, who will coordinate efforts to plan and deploy a continually evolving system of hardware, software, standards, policies, protocols and training.

E911 REVENUES

	2016	2017	2018	2019	2019	2019	2020	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
REVENUES									
E911 SURCHARGE	\$ 145,497	\$ 163,240	\$ 189,185	\$ 189,000	\$ 189,000	\$ 229,000	\$ 229,000	\$ 229,000	
MISCELLANEOUS INCOME	29	-	-	-	-	-	-	-	-
APPROPRIATED FUND BALANCE	-	-	-	-	63,489	-	-	-	-
	\$ 145,526	\$ 163,240	\$ 189,185	\$ 189,000	\$ 252,489	\$ 229,000	\$ 229,000	\$ 229,000	\$ -
EXPENDITURES									
IMPLEMENTAL FUNCTIONS	\$ 79	\$ -	\$ -	\$ 58,234	\$ 58,234	\$ 60,000	\$ 60,000	\$ 60,000	
TELEPHONE	25,417	53,912	75,634	80,080	80,080	89,000	89,000	89,000	
E911 SERVICES	65,060	3,938	8,212	-	-	-	-	-	
HARDWARE MAINTENANCE	20,271	10,111	49,777	9,800	9,800	3,600	7,000	7,000	
SOFTWARE MAINTENANCE	70,598	93,160	57,083	26,395	60,168	69,200	70,000	70,000	
UNALLOWABLE EXPENSES	-	7,598	-	-	-	-	-	-	
TRAINING/SCHOOL COSTS	5,499	3,243	850	5,192	5,192	-	-	-	
FURNITURE	-	-	-	3,237	3,237	-	1,000	1,000	
CAPITAL OUTLAY-EQUIPMENT	67,196	192,091	267,443	-	29,716	29,716	-	-	
BACK-UP PSAP	-	-	-	6,062	6,062	-	2,000	2,000	
	\$ 254,119	\$ 364,053	\$ 458,999	\$ 189,000	\$ 252,489	\$ 251,516	\$ 229,000	\$ 229,000	\$ -

DRUG SEIZURES

	2016	2017	2018	2019	2019	2019	2020	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
UNAUTHORIZED SUBSTANCE TAX	\$ 10,286	\$ 16,410	\$ 27,704	\$ 50,000	\$ 50,000	\$ 15,000	\$ 15,000	\$ 15,000	
MISCELLANEOUS INCOME	7,953	10,290	9,637	-	-	4,000	-	-	-
APPROPRIATED FUND BALANCE	-	-	-	50,000	50,000	-	35,000	35,000	
	\$ 18,239	\$ 26,699	\$ 37,341	\$ 100,000	\$ 100,000	\$ 19,000	\$ 50,000	\$ 50,000	\$ -
EQUIPMENT PURCHASE	\$ 7,687	\$ 9,125	\$ 18,566	\$ 100,000	\$ 100,000	\$ 70,000	\$ 50,000	\$ 50,000	
CAPITAL OUTLAY-EQUIPMENT	-	9,441	-	-	-	-	-	-	-
TO GENERAL FUND	-	-	-	-	-	-	-	-	-
	\$ 7,687	\$ 18,566	\$ 18,566	\$ 100,000	\$ 100,000	\$ 70,000	\$ 50,000	\$ 50,000	\$ -

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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

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
REVENUES								
HOME DELIVERED MEALS-CONTRIBUT	\$ -	\$ 1,234	\$ 2,192	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
CONGREGATE MEALS-CONTRIBUTIONS	-	1,607	2,006	2,500	2,500	2,500	2,500	2,500
TRANSPORTATION-CONTRIBUTIONS	-	152	164	1,000	1,000	1,000	1,000	1,000
IN HOME AIDE SERVICES-CONTRIBU	-	-	-	-	-	-	-	-
FUND BALANCE-APPROPRIATED	-	-	-	30,000	30,000	30,000	30,000	30,000
	\$ -	\$ 2,993	\$ 4,362	\$ 36,000	\$ 36,000	\$ 36,000	\$ 36,000	\$ 36,000
TRANSFER FROM GENERAL FUND								
	\$ -	\$ 68,324	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ 68,324	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENSES								
IN HOME AIDE SERVICES	\$ -	\$ -	\$ 200	\$ 11,000	\$ 11,000	\$ 11,000	\$ 16,000	\$ 16,000
HOME DELIVERED MEAL PURCHASES	-	-	2,500	10,500	10,500	10,500	10,500	10,500
CONGREGATE MEAL PURCHASES	-	(348)	2,500	9,500	9,500	9,500	9,500	9,500
TRANSPORTATION EXPENSES	-	1,165	1,000	5,000	5,000	5,000	-	-
	\$ -	\$ 817	\$ 6,200	\$ 36,000	\$ 36,000	\$ 36,000	\$ 36,000	\$ 36,000

WATER

Historically, the Beaufort County Water Department (BCWD) 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 transition to a uniform rate will occur over the next 5 years as demonstrated in the attached rate study. Additionally, a 10-year CIP has been developed to map out future large capital needs for the water system.

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Erick Jennings, Water Systems Manager

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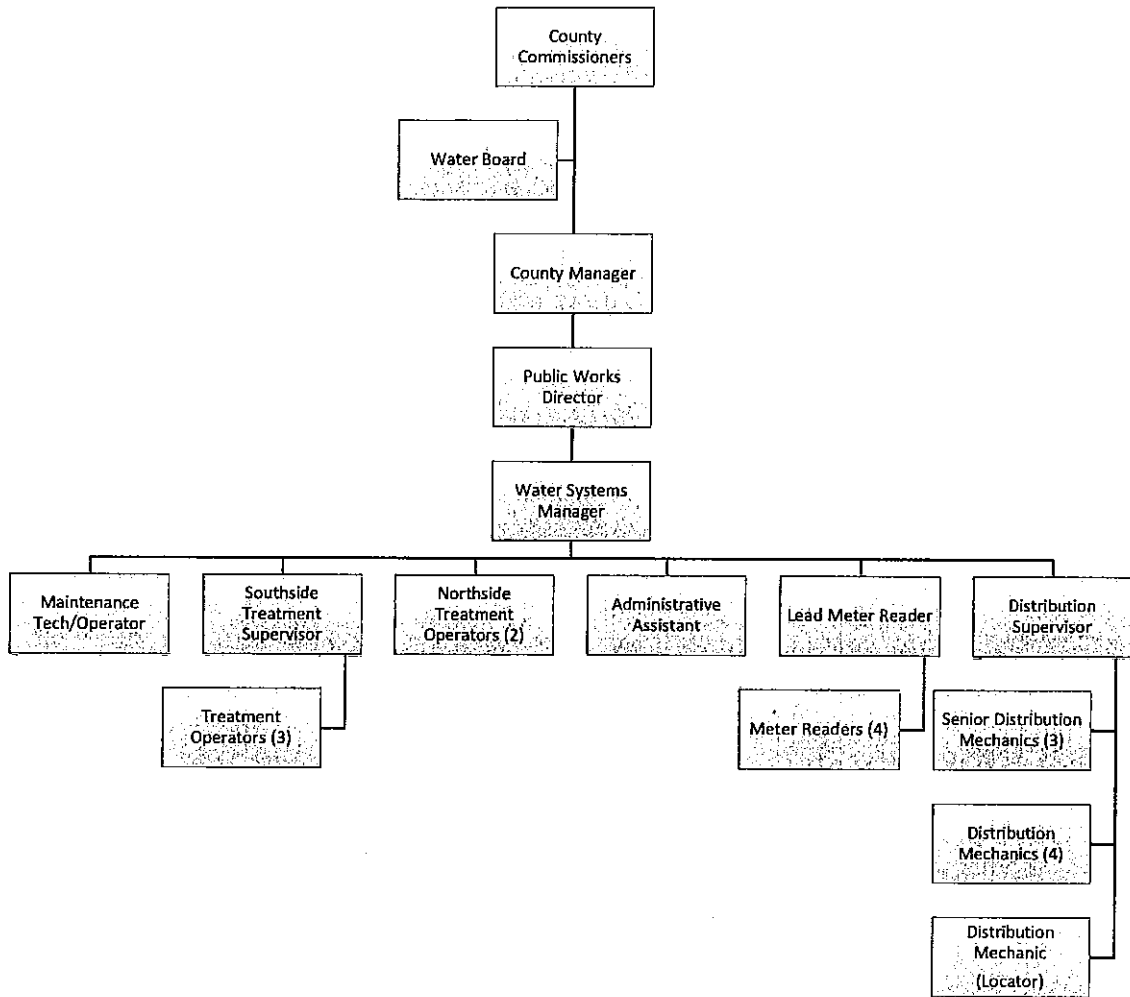
FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Recommended
27.6	28.6	24.6	24.5**	24.5**

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

WATER REVENUES	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Water Districts	\$ 7,081,335	\$ 7,322,910	\$ 7,734,223	\$ 7,566,185

WATER EXPENSES	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended
Personnel	\$ 959,903	\$ 1,016,728	\$ 960,728	\$ 986,182
Benefits	334,194	378,931	378,931	362,892
Operating	4,421,364	2,570,820	2,687,519	2,653,216
Debt Service	1,445,936	2,744,900	3,117,915	3,203,861
Fund Balance Reserve	-	369,031	346,630	231,034
Capital	-	242,500	242,500	129,000
Totals	\$ 7,161,397	\$ 7,322,910	\$ 7,734,223	\$ 7,566,185



WATER DISTRICTS

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 751,687	\$ 821,177	\$ 900,500	\$ 936,728	\$ 880,728	\$ 857,489	\$ 886,807	\$ 886,807
SALARIES-OVERTIME	104,812	92,463	59,403	80,000	80,000	76,795	80,000	80,000
SALARIES-PART TIME	16,201	(1,175)	-	-	-	5,600	19,375	19,375
COMPENSATED ABSENCES ADJ	2,607	(1,124)	3,174	-	-	-	-	-
FICA 6.2%	50,925	53,066	55,939	63,037	63,037	54,930	61,143	61,143
LOC. GOV. EMP. RETIREMENT	57,768	66,884	71,181	78,796	78,796	73,281	86,529	86,529
LGERS PENSION EXPENSE	36,786	77,763	84,860	-	-	-	-	-
LGERS CY CONTRIBUTIONS	(58,899)	(66,885)	(71,181)	-	-	-	-	-
HOSPITALIZATION-EMPLOYEE	133,386	156,255	176,361	201,305	201,305	170,932	177,384	180,947
OPEB EXPENSE	7,987	22,659	36,849	-	-	-	-	-
MEDICARE 1.45%	11,910	12,410	13,082	14,743	14,743	12,847	14,300	14,300
LIFE INSURANCE-EMPLOYEE	588	601	671	715	715	621	637	637
WORKERS COMPENSATION INSURANCE	43,973	35,940	35,657	36,729	36,729	36,020	36,020	36,020
401(k) EMPLOYER CONTRIBUTION	16,022	16,468	16,960	20,335	20,335	17,320	19,336	19,336
PROF.SERVICE-AUDIT/ACCOUNTING	1,830	2,479	9,334	3,500	3,500	3,500	3,500	3,500
PROFESSIONAL SERVICE-ENG/TEST	95,466	-	27,487	30,000	46,728	20,328	77,000	27,000
ADMINISTRATIVE COST TO GF	-	-	-	220,086	220,086	220,086	220,086	220,086
UNIFORMS	13,626	12,769	15,994	23,361	23,361	23,361	20,320	20,320
SUPPLIES-MAINT./REPAIR	24,108	16,912	26,077	21,000	21,000	18,500	21,000	21,000
VEHICLE TAGS (RENEW/REPLACE)	829	-	-	-	-	-	-	-
OFFICE SUPPLIES	6,672	2,809	3,665	4,000	4,000	3,000	2,500	2,500
SUPPLIES-TREATMENT	127,091	122,922	138,315	158,000	158,000	145,408	154,000	154,000
SUPPLIES-DISTRIBUTION	108,964	97,097	98,637	104,311	104,311	104,000	104,000	104,000
WATER PURCHASE	742,673	734,231	909,144	740,000	740,000	850,000	800,000	800,000
PROFESSIONAL DEVELOPMENT	4,113	6,407	11,457	12,000	12,000	8,000	12,000	12,000
TRAVEL-FUEL	55,685	60,643	63,659	62,000	62,000	71,600	70,000	70,000
TELEPHONE	40,244	37,158	37,876	40,000	40,000	37,562	44,000	44,000
POSTAGE	67,535	66,371	63,835	75,611	75,611	66,000	68,000	68,000
UTILITIES	176,039	173,632	187,632	181,280	181,280	152,876	155,000	155,000
PRINTING	573	125	403	1,000	1,000	250	1,000	1,000
MAINT/REPAIR-BUILDINGS	45,435	10,434	18,227	28,000	28,000	28,000	55,180	55,180
MAINT/REPAIR	34,511	22,948	83,421	70,000	91,570	110,000	90,000	90,000
MAINT/REPAIR-DISTRIBUTION	22,467	-	-	-	-	-	-	-
MAINT/REPAIR-SCADA	-	-	1,670	20,000	20,000	2,400	20,000	20,000
MAINT/REPAIR-WATER TANJS	734	39,612	160,112	163,317	163,317	163,317	166,910	166,910
MAINT/REPAIR-EQUIPMENT	18,683	10,906	742	-	-	-	-	-
MAINT/REPAIR-VEHICLE	50,872	40,488	41,505	34,500	34,500	31,700	31,700	31,700
FREIGHT	1,594	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	76,154	80,518	51,943	74,500	74,500	70,000	40,000	40,000
LEGAL ADVERTISING	(143)	2,174	1,855	1,499	1,499	1,200	1,200	1,200
TEMPORARY EMP.SERVICES	22,385	-	654	-	56,000	75,000	37,500	37,500
TRAINING/SCHOOL COSTS	3,126	500	-	-	-	-	-	-
WATER BILLING SERVICE	18,713	20,397	22,911	29,050	29,050	22,000	25,000	25,000
EQUIPMENT PURCHASE	11,730	11,089	24,824	30,000	30,000	24,000	25,000	25,000
EQUIPMENT PURCHASE-TREATMENT	16,184	187	22,198	28,000	28,000	15,000	22,500	22,500
EQUIPMENT PURCHASE-DISTRIBUTIO	1,311	-	-	-	-	-	-	-
RENTAL EQUIPMENT	25,200	25,200	25,200	35,200	35,200	29,000	35,200	35,200
CONTRACT SERVICES	7,988	15,071	43,435	76,499	76,499	46,000	56,100	56,100
CONTRACTS-LANDSCAPE	39,593	39,420	41,260	51,000	51,000	51,000	52,500	52,500
CONTRACTS-TESTING SERVICES	25,900	25,860	27,033	30,000	30,000	25,000	30,000	30,000
CONTRACTS-BORING SERVICES	18,500	8,300	9,400	18,800	18,800	9,000	14,000	14,000
PERMITS	4,765	6,485	6,531	9,796	9,796	9,796	10,000	10,000
INSURANCE AND BONDS	82,000	77,912	85,290	92,191	114,592	114,591	114,591	118,000
INSURANCE DEDUCTIBLES	-	-	-	-	-	500	1,000	1,000
CREDIT CARD FEES (BANK CHARGE)	24,939	42,102	55,077	53,590	53,590	43,375	46,000	46,000
DEPRECIATION EXPENSE	1,801,357	2,090,835	2,102,016	-	-	-	-	-
AMORTIZATION EXPENSE	(89,763)	(89,763)	(89,763)	-	-	-	-	-
DUES & SUBSCRIPTIONS	1,845	1,960	2,035	4,000	4,000	3,000	4,000	4,000
CAPITAL OUTLAY-EQUIPMENT	-	-	-	160,500	160,500	160,500	75,000	75,000
CAPITAL OUTLAY-VEHICLES	-	-	-	82,000	82,000	74,000	54,000	54,000
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 BOND	-	-	-	1,235,000	1,235,000	1,235,000	1,305,000	1,305,000
PRINCIPAL-BANK OF AMERICA	-	-	-	-	250,000	250,000	300,000	300,000
INTEREST-BOND	1,470,095	1,464,400	1,444,900	-	-	-	-	-
INTEREST-CLEANWATER LOAN	3,443	2,070	1,036	-	-	-	-	-
INTEREST-BOND	-	-	-	1,399,900	1,399,900	1,399,900	1,350,500	1,350,500
INTEREST-BANK OF AMERICA	-	-	-	-	123,015	123,015	138,361	138,361
NC DOT RELOCATION/PROJECTS	-	4,201	914	8,000	8,000	-	8,000	8,000
TO WATER DISTRICT FUND BALANCE	-	-	-	369,031	346,630	-	-	231,034
TO WATER PROJ FUND	-	791,175	-	-	-	-	-	-
HURRICANE MATTHEW EXPENSES	-	1,421	-	-	-	-	-	-
HURRICANE FLORENCE EXPENSE	-	-	-	-	-	6,166	-	-
FUEL SPILL EXPENSES	-	-	-	-	-	220	-	-
CONTINGENCY	-	-	-	-	-	-	-	25,000
	\$ 6,380,818	\$ 7,365,958	\$ 7,161,397	\$ 7,322,910	\$ 7,734,223	\$ 7,734,223	\$ 7,353,179	\$ 7,566,185

**BEAUFORT COUNTY WATER DISTRICTS
ADDITIONAL FY2020 BUDGET INFORMATION**

Debt Payment Summary

Year	District I	District II	District III	District IV	District V	District VI	District VII	Total	Increase
2017	\$ 245,262.50	\$ 152,850.00	\$ 182,750.00	\$ 463,950.00	\$ 257,678.64	\$ 642,231.26	\$ 313,975.00	\$ 2,258,697.40	\$ 333,630.07
2018	\$ 370,262.50	\$ 277,400.00	\$ 332,300.00	\$ 478,250.00	\$ 263,792.60	\$ 645,781.26	\$ 345,375.00	\$ 2,713,161.36	\$ 454,463.96
2019	\$ 413,643.67	\$ 380,288.11	\$ 431,724.58	\$ 540,499.92	\$ 252,143.61	\$ 719,889.74	\$ 379,721.28	\$ 3,117,910.91	\$ 404,749.55
2020	\$ 426,043.88	\$ 387,935.00	\$ 449,015.85	\$ 553,401.53	\$ 257,465.84	\$ 739,374.05	\$ 390,624.84	\$ 3,203,860.98	\$ 85,950.07
2021	\$ 419,270.04	\$ 383,552.38	\$ 443,364.61	\$ 557,625.13	\$ 257,367.38	\$ 732,460.52	\$ 387,927.71	\$ 3,181,567.76	\$ (22,293.22)
2022	\$ 421,096.20	\$ 371,969.77	\$ 430,213.36	\$ 553,848.72	\$ 255,918.92	\$ 732,846.99	\$ 388,330.57	\$ 3,154,224.54	\$ (27,343.22)

SOLID WASTE

Beaufort County currently contracts with Republic Services to provide disposal of the County's solid waste. Republic Services handles approximately 14,500 tons of waste annually and employs approximately 45 employees in Beaufort County. Republic Services maintains ten convenience sites throughout the County and a transfer station on Flanders Filters Road. Attendants are present at all sites to direct and maintain the sites, but all convenience centers are self-service.

Christina Smith, Public Works Director
Annette Clemmons, Accounting Technician

Solid Waste
123 W. 3rd Street
Washington, North Carolina 27889

Phone: (252) 946-9624
Fax: (252) 940-6159
Email: Christina.Smith@co.beaufort.nc.us

The County also maintains an active vegetative debris landfill, a scrap tire recycling area, and an inactive MSW landfill. Tar Landing Company is contracted to operate and maintain these functions.

The Public Works Director and an Accounting technician manage these contracts and issues related to Solid Waste; and a small percentage of their salaries and benefits are allocated to Solid Waste beginning in FY 18/19.

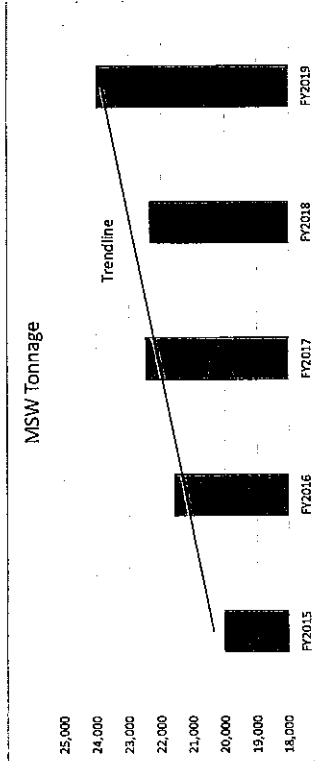
SOLID WASTE REVENUES	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended	FY 19-20 Approved
Solid Waste Fee	\$3,327,379	\$3,232,000	\$3,236,259	3,535,005	
Other Taxes	122,450	111,600	111,600	114,000	
Scrap Disposal Grant	35,738	20,848	20,848	-	
Solid Waste Tipping	2,255	2,000	2,000	3,000	
Misc Interest/Etc	-	17,200	17,200	43,200	
Hurricane Reimbursement	-	-	56,202		
Appropriated Fund Bal.	-	50,220	215,007	-	
Total	\$3,487,822	\$3,433,868	\$3,659,116	3,695,205	

SOLID WASTE EXPENSES	FY 17-18 Actual	FY 18-19 Original	FY 18-19 Amended	FY 19-20 Recommended	FY 19-20 Approved
Personnel	\$ -	\$ 9,526	\$ 11,326	\$ 14,817	-
Benefits	-	2,280	2,419	3,876	-
Operating	3,287,568	3,422,062	3,593,671	3,540,252	-
Capital	-	-	51,700	136,260	-
Totals	\$ 3,287,568	\$ 3,433,868	\$ 3,659,116	\$ 3,695,205	-

SOLID WASTE

	2016	2017	2018	2019	2019	2019	2020	2020
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
814720								
814720 512100	\$ -	\$ -	\$ -	\$ 9,526	\$ 9,526	\$ 9,526	\$ 13,392	\$ 13,392
814720 512600								
814720 518100	-	-	-	-	1,800	1,425	1,425	1,425
814720 518200								
814720 518300	-	-	-	591	703	597	830	919
814720 518400								
814720 518600	-	-	-	738	738	473	1,199	1,199
814720 518900								
814720 519890	-	-	-	619	619	607	1,245	1,270
814720 519900								
814720 531000	-	-	-	138	165	139	194	215
814720 532100								
814720 535100	-	-	-	3	3	3	5	5
814720 535900								
814720 536900	-	-	-	191	191	191	254	268
814720 536902								
814720 536903	-	-	-	84,301	84,301	84,301	84,301	84,301
814720 538000								
814720 539901	-	64,647	48,400	48,400	48,400	56,400	48,400	48,400
814720 539902								
814720 539903	-	-	-	-	-	-	1,000	1,000
814720 539905								
814720 540000	-	557	350	350	350	257	300	300
814720 545000								
814720 546600	-	-	2,883	500	717	1,000	-	-
814720 598000								
814720 599100	-	42,964	57,713	50,463	122,167	55,000	106,100	61,100
	-	676,774	673,179	679,723	676,800	752,041	752,000	720,000
	-	673,841	708,336	714,165	769,002	769,693	713,461	713,461
	-	102,939	109,522	105,352	92,282	117,473	118,000	118,000
	-	2,266	2,000	2,000	2,463	2,463	2,000	2,000
	-	1,049,236	1,043,359	1,053,520	1,050,814	1,166,064	1,166,000	1,117,000
	-	485,651	453,912	450,000	455,800	432,189	422,000	415,000
	-	142,641	180,450	172,210	189,664	238,037	261,841	250,000
	-	6,761	6,287	6,078	6,500	7,851	8,000	8,000
	-	-	-	50,000	88,639	148,822	-	-
	-	-	-	-	772	772	800	800
	-	1,177	1,177	-	-	-	-	-
	-	12,625	-	-	51,700	-	-	-
	-	-	-	-	-	-	-	136,260
	-	-	-	5,000	5,000	-	-	890
TOTAL	\$ -	\$ 3,262,079	\$ 3,287,568	\$ 3,433,868	\$ 3,659,116	\$ 3,845,324	\$ 3,702,747	\$ 3,695,205

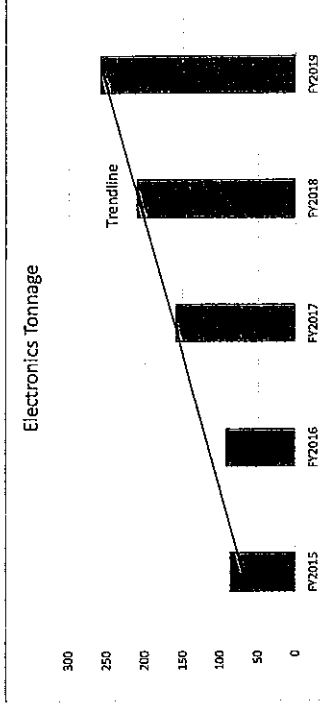
SOLID WASTE TONNAGE



MSW

Year	Tonnage	% Increase over Prior Yr.	Without Hurricane Tonnage	% Increase
FY14	19,942			
FY15	20,034	0.46%	0.46%	
FY16	21,624	7.94%	7.94%	
FY17*	22,496	4.03%	4.03%	
FY18	22,370	-0.56%	-0.56%	
FY19**	24,005	7.31%	0.75%	

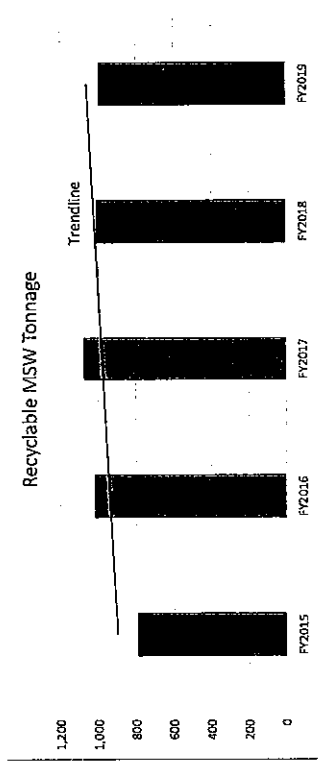
* Hurricane Matthew (tonnage unknown)
 ** Hurricane Florence (tonnage 1,466.5)



Electronics

Year	Tonnage	% Increase over Prior Yr.
FY15	87	
FY16	93	6.98%
FY17*	161	72.56%
FY18	211	31.18%
FY19**	259	22.85%

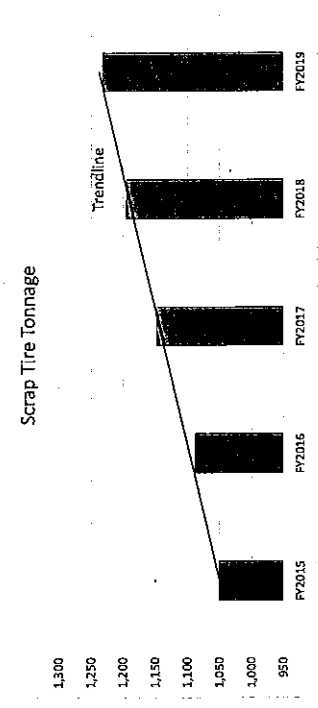
* Hurricane Matthew
 ** Hurricane Florence



Recyclables

Year	Tonnage	% Increase over Prior Yr.
FY15	793	
FY16	1,022	28.88%
FY17*	1,080	5.68%
FY18	1,013	-6.20%
FY19**	1,000	-1.28%

* Hurricane Matthew
 ** Hurricane Florence



Scrap Tire

Year	Tonnage	% Increase over Prior Yr.
FY15	1,052	
FY16	1,090	3.61%
FY17*	1,150	5.50%
FY18	1,196	4.00%
FY19**	1,233	3.09%

* Hurricane Matthew
 ** Hurricane Florence

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SUMMARY OF REQUESTED SERVICE EXPANSIONS

GENERAL FUND REVENUE	County Manager Recommends
Amount Available from Service Expansions (Revenues over Expenditures)	\$0
Amount Requested from Fund Balance	\$0
Total	\$0
Total Available for Service Expansions	\$0

Note: 1 penny on the tax rate = \$575,000

REQUESTS

Page	Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
	General Fund	1% COLA	\$198,474	\$0	\$198,474	\$198,474	Amt. shown here is GF portion only
	General Fund	2% COLA	\$396,948	\$0	\$396,948	\$396,948	Amt. shown here is GF portion only
	General Fund	Phase I Pay Study	\$553,727	\$0	\$553,727	\$553,727	Pay Study Implementation
	General Fund	Phase II Pay Study	\$553,727	\$0	\$553,727	\$553,727	Pay Study Implementation
	General Fund	Facility Maintenance Funding	\$1,423,361	\$0	\$1,423,361	\$1,423,361	Facility Study Implementation
	Cooperative Extension	Ag Crops Program Support	\$2,000	\$0	\$2,000	\$2,000	To help agent with supplies
	Cooperative Extension	FCS Program Support	\$2,000	\$0	\$2,000	\$2,000	To help with supplies for teaching purposes
	Cooperative Extension	Horticulture Program Support	\$2,000	\$0	\$2,000	\$2,000	To help agent with supplies
	Cooperative Extension	Livestock Position	\$29,648	\$0	\$29,648	\$29,648	To hire A&T Livestock Personnel
	Cooperative Extension	Livestock Program Support	\$2,000	\$0	\$2,000	\$2,000	To help agent with supplies
	Cooperative Extension	Part Time Position	\$1,343	\$0	\$1,343	\$1,343	New position requested
	Cooperative Extension	Rental Equipment	\$700	\$0	\$700	\$700	Additional Storage Request
	Court Facilities	Courthouse Security	\$257,902	\$135,000	\$122,902	\$122,902	Sheriff's Office taking over Security
	DSS	Social Worker I/A&T - 2	\$137,188	\$30,949	\$106,239	\$94,605	New positions requested
	DSS	Social Worker III	\$66,703	\$30,419	\$36,284	\$30,467	New position requested
	Economic Development	NCEast Alliance - Marketing Fee for Service Option	\$28,958	\$0	\$28,958	\$4,137	New Service requested
	Economic Development	NCEast Alliance - Marketing Full Service Option	\$14,251	\$0	\$14,251	\$14,251	New Service requested
	Public Buildings	Capital Improvements	\$506,215	\$0	\$506,215	\$0	Current Improvement Needs
	Soil/Water Conservation	Awards Banquet	\$1,000	\$0	\$1,000	\$1,000	Awards Banquet
	Soil/Water Conservation	NC Foundation for Soil & Water Conservation Support (Dues)	\$1,000	\$0	\$1,000	\$1,000	New Subscription requested
	Tax Assessor	Pictometry Aerial Photographs	\$47,690	\$0	\$47,690	\$47,690	1/3 of Pictometry Project
	Outside Agency	2nd Judicial District Recovery Court	\$10,000	\$0	\$10,000	\$10,000	New Funding request
	Outside Agency	Aurora Fossil Museum	\$23,000	\$0	\$23,000	\$23,000	Additional funds requested by agency
	Outside Agency	Aurora Recreation	\$2,500	\$0	\$2,500	\$2,500	Additional funds requested by agency
	Outside Agency	Beaufort County Arts Council	\$50,000	\$0	\$50,000	\$50,000	Additional funds requested by agency
	Outside Agency	Beaufort/Hyde Partnership For Children	\$10,000	\$0	\$10,000	\$10,000	New Funding request
	Outside Agency	Belhaven Memorial Museum	\$2,000	\$0	\$2,000	\$2,000	Additional funds requested by agency
	Outside Agency	B-H-M Library	\$21,630	\$0	\$21,630	\$21,630	Additional funds requested by agency

REQUESTS

Page	Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
	Outside Agency	Boys and Girls Club	\$10,000	\$0	\$10,000	\$10,000	Additional funds requested by agency
	Outside Agency	Cornerstone	\$2,000	\$0	\$2,000	\$2,000	Additional funds requested by agency
	Outside Agency	Highway 17 Association	\$5,000	\$0	\$5,000	\$5,000	Additional funds requested by agency
	Outside Agency	Metropolitan Community Health Services (Agape)	\$225,000	\$0	\$225,000	\$225,000	Additional funds requested by agency
	Outside Agency	Open Door Community Center	\$8,000	\$0	\$8,000	\$8,000	New (Continual) funds requested
	Outside Agency	Pantego Academy Historical Museum Association	\$3,500	\$0	\$3,500	\$3,500	Additional funds requested by agency
	Outside Agency	Roanoke River Basin Association	\$4,749	\$0	\$4,749	\$4,749	New Funding request
	Outside Agency	Ruth's House	\$7,500	\$0	\$7,500	\$7,500	Additional funds requested by agency
Total of all General Fund Service Expansion Request (Just 2% COLA is in total)			\$1,287,002	\$196,368	\$1,090,634	\$542,148	

Request for Service Expansion

Title of Service Expansion Cost of Living Adjustment (COLA)

Name of Department: All General Fund

Purpose and Justification: 1% cost of living adjustment

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$198,474.00	General Fund departments only. \$16,610,549 payroll at 1%.
Operational		
Capital Outlay		
Total Expenditures	\$198,474.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$198,474.00</i>	

Request for Service Expansion

Title of Service Expansion Cost of Living Adjustment (COLA)

Name of Department: All General Fund

Purpose and Justification: 2% cost of living adjustment

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$396,948.00	General Fund departments only. \$16,610,549 payroll at 2%.
Operational		
Capital Outlay		
Total Expenditures	\$396,948.00	

Revenue to offset Costs		
Total Cost of Service Expansion	\$396,948.00	

Request for Service Expansion

Title of Service Expansion: Pay & Classification Study Implementation Phase I

Name of Department: All County Departments

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 2017, 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	\$553,727	\$553,727 would be used to adjust the pay and/or class for employees with the greatest disparity as identified in the pay study. This is phase 1 of a 2 phase implementation of the pay study.
Operational		
Capital Outlay		
Total Expenditures	\$553,727	

Revenue to offset Costs		Requires an annual recurring revenue source. One penny adjustment in the county tax rate equates to \$575,000.
Total Cost of Service Expansion	\$553,727	

Request for Service Expansion

Title of Service Expansion: Pay & Classification Study Implementation Phase II

Name of Department: All County Departments

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 2017, 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	\$553,727	\$553,727 would be used to adjust the pay and/or class for employees as identified in the pay study. This is phase 2 of a 2 phase implementation of the pay study.
Operational		
Capital Outlay		
Total Expenditures	\$553,727	

Revenue to offset Costs		Requires an annual recurring revenue source. One penny adjustment in the county tax rate equates to \$575,000.
Total Cost of Service Expansion	\$553,727	

Request for Service Expansion

Title of Service Expansion: Increase tax rate to fund future facility maintenance needs

Name of Department: Maintenance, Buildings, and Grounds

Purpose and Justification: A facility study of all county owned and maintained buildings has been completed to identify building maintenance needs and associated costs over the next 20 years. The total estimated cost over the next 20 years including a 3% inflationary factor is \$28,467,220 or an average of \$1,423,361 annually. A copy of the report is attached. One penny increase in the tax rate equates to \$575,000 annually.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$1,423,361	Annual Average Facility Improvements
Total Expenditures	\$1,423,361	

Revenue to offset Costs		One penny adjustment in the County tax rate equates to \$575,000.
Total Cost of Service Expansion		

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Request for Service Expansion

Title of Service Expansion: Ag Crops Program Support

Name of Department: Cooperative Extension

Purpose and Justification: Program support funds to help the agent with program supplies

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$2,000.00	
Capital Outlay		
Total Expenditures	\$2,000.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$2,000.00</i>	

Request for Service Expansion

Title of Service Expansion: FCS Program Support

Name of Department: Cooperative Extension

Purpose and Justification: Program support funds to help with our FCS program. They will help cover costs of supplies and equipment needed for teaching purposes.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$2,000.00	
Capital Outlay		
Total Expenditures	\$2,000.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$2,000.00</i>	

Request for Service Expansion

Title of Service Expansion: Horticulture Program Support

Name of Department: Cooperative Extension

Purpose and Justification: Program support funds to help Horticulture Agent with supplies.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$2,000.00	
Capital Outlay		
Total Expenditures	\$2,000.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$2,000.00</i>	

Request for Service Expansion

Title of Service Expansion: Livestock Position (NCSU – Personnel Contract)

Name of Department: Cooperative Extension

Purpose and Justification: We will be hiring an A&T Livestock Position funded 50/50

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$29,648.08	This is the County's portion of a minimum starting salary
Operational		
Capital Outlay		
Total Expenditures	\$29,648.08	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$29,648.08</i>	

Request for Service Expansion

Title of Service Expansion: Livestock Program Support

Name of Department: Cooperative Extension

Purpose and Justification: Program support funds to help the new Livestock Agent with supplies

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$2,000.00	
Capital Outlay		
Total Expenditures	\$2,000.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$2,000.00</i>	

Request for Service Expansion

Title of Service Expansion: Salaries - Part time

Name of Department: Cooperative Extension

Purpose and Justification: Funds to hire Gladys part time to answer phones on days that we are not able to be in the office.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$1,342.53	\$1,250.00 Salary & Workman's Comp \$74.40 FICA \$18.13 Medicare
Operational		
Capital Outlay		
Total Expenditures	\$1,342.53	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$1,342.53</i>	

Request for Service Expansion

Title of Service Expansion: Rental Equipment

Name of Department: Cooperative Extension

Purpose and Justification: We need a 3rd storage unit to hold equipment.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$1,500.00	Price is for one year of rent
Capital Outlay		
Total Expenditures	\$1,500.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$700.00	We took \$800 from telephone line to apply to this expansion; leaving \$700

Request for Service Expansion

Title of Service Expansion: Courthouse Security

Name of Department: General Fund Court Facilities

Purpose and Justification: Change from Contracted Service to Armed Deputy Bailiffs

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$220,760	4 Deputy Bailiffs Salary & Fringes
Operational	20,000	Fitness, Training, & Equipment, Fuel, Car Maint.
Capital Outlay	17,142	Annual Depreciation on 4 vehicles assuming 7 year life (\$120,000/7)
Total Expenditures	\$257,902	

Revenue to offset Costs	(135,000)	Eliminate current contract with Universal Protection Service
<i>Net Cost of Service Expansion</i>	<i>\$122,902</i>	Sheriff's Office to absorb this cost in current budget

Service Expansion Summary

Two Social Workers I/A&T and One Social Worker III

Beaufort County Department of Social Services is requesting the addition of three new social workers in fiscal year ended 2020. Please see the following expansion requests for details.

In years past, we have budgeted \$100,000 in MOE (county funded) Child Care to assist us in meeting the required Maintenance of Effort (MOE.) However, the last several years we have met MOE, and we expect this to continue without having to utilize the budgeted amount of \$100,000. This line was reduced to \$0.

This reduction, as well as other changes in this year's budget, has reduced the county dollar in our continuation budget for 2020 by \$244,705. The total county dollar needed for our expansion requests is \$142,523. With your approval, we will be able to add three new social workers no additional county money in fiscal year 2020 to meet the challenges noted in the attached requests.

*** Maintenance of Effort (MOE)

Counties are required to fund TANF services at the same level as in 1996 pursuant to North Carolina General Statutes 108A-27.4.

Request for Service Expansion

Title of Service Expansion: Social Worker I/A&T (Investigation, Assessment and Treatment In Home)

Name of Department: Department of Social Services - Child Welfare Services

Purpose and Justification: Please see the Leading By Results Goals of the Department of Social Services that this position would fall under:

1.1 The agency will make Child Protective Services assessment case decisions in line with policy, with a goal of 50% of investigative assessments completed within 45 days and 50% of the family assessments completed within 45 days.

1.8 For all children who were victims of maltreatment during a 12-month period, no more than 9% received a subsequent finding of maltreatment.

BCDSS is requesting that the Commissioners approve the addition of two Social Worker I/A&T positions. These positions will be primarily responsible for assessing Child Protective Service reports that allege abuse, neglect or dependence of children in our county. BCDSS currently has only six social workers investigating these reports. However, the Child Welfare Workforce Data dating back to 2015 has consistently showed that our agency is understaffed in this unit. For our agency to effectively and adequately assess these reports, the data indicates the unit needs eight to nine social workers.

The results of a 2015 state audit indicated that 325% of our CPS assessments were open longer than the mandated 45-day timeframe. Though we have made improvements, we still are not meeting the state required mandates. Due to the high number of complex cases, it is becoming increasingly more difficult to close cases in a timely manner.

In addition to high caseloads, the lack of mental health services often makes it extremely difficult to access the services needed for our families. This process is very time consuming and our social workers find it difficult to obtain these resources. The lack of mental health services is detrimental to our families and thus they are less likely to maintain without future involvement of BCDSS. The opioid epidemic is also a leading factor of caseload increases. This crisis is causing a dramatic effect on children in Beaufort County, resulting in the agency accepting more CPS reports to ensure the safety of children.

The state of North Carolina is under a Program Improvement Plan (PIP) set forth by the Federal Government. North Carolina must meet state and federal guidelines in Child Welfare. In addition to the Federal Government's PIP for Child Welfare, the state has also developed the Memorandum of Understanding (MOU) between counties and the state as part of House Bill 630 that details measures that the counties must meet. The MOU mandates cases be closed within state timeframes and a reduction in repeat CPS cases must be shown. If BCDSS doesn't meet the MOU mandates, we will face corrective action and possible financial penalties in the upcoming year.

BCDSS is currently under a Program Development Plan set forth by the state due to our inability to meet state mandated goals. These additional social worker positions will allow us to decrease current caseload sizes per worker and assist us in meeting our targeted goals.

BCDSS is preparing for Child Welfare to enter the NC Fast system in September 2019. The original polit counties have indicated that this transition is extremely difficult and time consuming. Pilot counties have seen a decrease in the amount of time social workers are able to spend with children and families due to the NC Fast system. There continues to be many defects in the system that haven't been worked out and it is taking additional staff time to implement the transition to NC Fast. We faced some of these same issues when our Income Maintenance staff entered into the NC Fast system in 2012 and we expect to encounter the same challenges as Child Welfare moves into NC Fast based on pilot county feedback and daily NC Fast communications. Income Maintenance staff still relies heavily on their in-house trouble shooter to assist with work arounds and glitches within NC Fast, even after being in the system for the last 7 years.

In addition, The Child Welfare Modified Manual will be implemented in May 2019. This will bring many changes to our current practice. It will take social workers more time to complete cases and we are already having a difficult time meeting Child Welfare timeframe mandates.

The county has a great deal of responsibility to ensure that children are safe. This is a critical mandate and BCDSS continually strives to ensure the safety of children. However, due the multiple reasons stated above, it is becoming more difficult to meet and maintain the standards. Children's safety is our first priority and the additional staff will help us meet mandated goals.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$121,054.00	105310-512100: Salaries - \$91,530 (\$45,765 each) 105310-518100: FICA 6.2% - \$5,674 (\$2,837 each) 105310-518200: Loc. Gov. Emp. Retirement - \$8,192 (\$4,096 each) 105310-518300: Hospitalization - \$12,448 (\$6,224 each) 105310-518400: Medicare 1.45% - \$1,328 (\$664 each) 105310-518600: Life Insurance-Employee - \$52 (\$26 each) 105310-518900: 401(K) Employer Con - \$1,830 (\$915 each)
Operational	\$16,134.00	105310-540000: Equipment Purchase - \$4,552 (\$2,276 each) 105310-538000: Computer Software and Support - \$9,990 (\$4,995 each) 105310-532100: Telephone - \$1,592 (\$796 each)
Capital Outlay		
Total Expenditures	\$137,188.00	
Revenue to offset Costs	\$30,949.00	Personnel: \$22,882 (\$11,441 each) / 25% Revenue would be put in 100222-493558 Operational: \$8,067 (\$4,033 each) / 50% These revenue offsets would be spread across all available revenue lines as this is an administrative cost.
Total Cost of Service Expansion	\$106,239.00	

Operational costs	Cost	Frequency
Wireless Data Plan (smart phone): 105310-532100 Telephone	\$1,512 (\$756 each)	annual
Wireless Device Cases/Car chargers; 105310-532100 Telephone	\$80 (\$40 each)	annual
Computer; 105310-540000 – Equipment Purchase	\$3,200 (\$1,600 each)	5 yrs.
2 Monitors; 105310-540000– Equipment Purchase	\$1,000 (\$500 each)	5 yrs.
APC battery backup; 105310-540000– Equipment Purchase	\$152 (\$76 each)	5 yrs.
HP Mini Mount: 105310-540000 Equipment Purchase	\$200 (\$100 each)	5 yrs.
MS Office 365: 105310-538000 Computer Software and Support	\$1,000 (\$500 each)	annual
Windows 10 License: 105310-538000 Computer Software and Support	\$130 (\$65 each)	annual
Compass Support: 105310-538000 Computer Software and Support	\$2,000 (\$1,000 each)	annual
Compass licenses: 105310-538000 Computer Software and Support	\$6,860 (\$3,430 each)	once

Request for Service Expansion

Title of Service Expansion: Social Worker III

Name of Department: Department of Social Services - Adult Services

Purpose and Justification:

The county is mandated to provide guardianship services per the North Carolina General Statutes to incompetent adults, and potentially incompetent adults and/or their families, to ensure the safety and well-being of vulnerable adults in our county.

BCDSS is requesting that the Commissioners approve the addition of one Social Worker III position to handle the increase in guardianship cases and requests for services over the last several years.

Currently, the Department of Social Services in each county is the only disinterested public agency appointed to serve as guardian for any person deemed incompetent when the court cannot find an alternative guardian. In addition, DSS is also mandated to assist any person that requests assistance with an incompetency proceeding. As such, when a resident of Beaufort County requests assistance in becoming the guardian of a family member, DSS is required to complete an assessment to determine if a guardian is needed, and if so who would be the most appropriate guardian to recommend to the court.

There are currently 39 adults in the legal custody of BCDSS. This number has increased dramatically compared to 22 in 2010. With the challenges in mental health today, the clients in this caseload are becoming younger and with more severe mental health and/or substance abuse issues. Many clients are between the ages of 25-45. These individuals often come with complex histories, legal issues, untreated mental health, unstable housing and no income or support system. We were maintaining a waiting list for guardianship services, averaging 25 families this past year, however we were informed by the state that we must immediately serve the families on the list and are not allowed to have a waiting list.

Social Workers spend countless hours linking community resources for these clients to remain living independently. Often times, these cases can be maintained for short periods of time, but the need for psychiatric inpatient treatment is a revolving door. Social Workers advocate on the behalf of our wards to ensure that their needs are being met. This often leads to social work staff sitting in the Emergency Room to make sure proper mental health treatment is received. The position we are requesting would support our current caseload in addition to providing services as requested from outside sources. The position will allow us to research other appropriate family/friends to serve in this capacity, which would take the financial burden off the county.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$58,636.00	105310-512100: Salaries - \$44,171 105310-518100: FICA 6.2% - \$2,739 105310-518200: Loc. Gov. Emp. Retirement - \$3,953 105310-518300: Hospitalization - \$6,224 105310-518400: Medicare 1.45% - \$640 105310-518600: Life Insurance – Employee - \$26 105310-518900: 401(K) Employer Con. - \$883
Operational	\$8,067.00	105310-540000: Equipment Purchase - \$2,276 105310-538000: Computer Software and Support - \$4,995 105310-532100: Telephone - \$796
Capital Outlay		
Total Expenditures	\$66,703.00	
Revenue to offset Costs	\$30,419.00	Personnel: \$26,386 / 45% Revenue would be put in lines 100222-493667 and 100222-493778 Operational: \$4,033 / 50% These revenue offsets would be spread across all available revenue lines as this is an administrative cost.
Total Cost of Service Expansion	\$36,284.00	

Operational costs	Cost	Frequency
Wireless Data Plan (smart phone): 105310-532100 Telephone	\$756	annual
Wireless Device Cases/Car chargers; 105310-532100 Telephone	\$40	annual
Computer; 105310-540000 – Equipment Purchase	\$1,600	5 yrs.
2 Monitors; 105310-540000– Equipment Purchase	\$500	5 yrs.
APC battery backup; 105310-540000– Equipment Purchase	\$76	5 yrs.
HP Mini Mount: 105310-540000 Equipment Purchase	\$100	5 yrs.
MS Office 365: 105310-538000 Computer Software and Support	\$500	annual
Windows 10 License: 105310-538000 Computer Software and Support	\$65	annual
Compass Support: 105310-538000 Computer Software and Support	\$1,000	annual
Compass licenses: 105310-538000 Computer Software and Support	\$3,430	once

Request for Service Expansion

Title of Service Expansion: NCEast Alliance Beaufort County Economic Development Marketing Fee for Service Option

Name of Department: Economic Development

Purpose and Justification: To replace NE Partnership funds to pay for NCEast Alliance economic development marketing for Beaufort County. The NCEast Alliance provided 19 (35%) Economic Development leads for Beaufort County in 2018 and 5 unique client visits (31%).

The NCEast Alliance (The Alliance) is a regional, private, not-for-profit, economic development agency serving more than 1 million residents within several small metropolitan and micropolitan areas from the fringe of the Research Triangle to the Atlantic Coast. The Alliance currently provides Beaufort County community capacity building and assists Beaufort County clients with site location and expansion decisions.

Program of Work: None

Non-affiliated County Project Fees:

\$100.00/per job if wages less than \$10/hr. for 5 years
\$125.00/job if wages are \$10-12.99/hr.
\$150.00/job if wages are \$13-15.99/hr.
\$175.00/job if wages are \$16-19.99/hr.
\$200.00/job if wages are \$20-29.99/hr.
\$250.00/job if wages are more than \$30/hr.
Plus 10% of gross ad valorem tax receipts for 7 years

For a small project with 30 jobs and \$1,500,000 investment the fees would be:

30 jobs x \$150/job (assuming wages \$13-15.99) or \$4,500 per year for 5 years = \$22,500

Plus 10% of ad valorem tax receipts for 7 years on \$1,500,000 investment at \$0.615/\$100 = \$922.50/year

Total = \$5,422.50 per year for 5 years plus \$922.50 for an additional 2 years.

A grand total of \$28,957.50 over 7 years.

The breakeven point compared to the annual full-service contract for one project over 7 years is a project with 100 jobs and \$5,000,000 investment. Playing the fee for service game is betting against success.

PROJECT AGREEMENT

This document serves as notice the NCEast Alliance has developed a prospect that may be interested in visiting ----- County as a possible location for a new ----- facility. We refer to this prospect as PROJECT ----- The company will----- (activity) and plans to invest xx and employ xx within xx years.

As discussed in earlier conversations/communications, by signing below, you agree to:

- 1) Acknowledge NCEast Alliance as the source of this project;
- 2) Pay the success fee according to the formula on the attachment should ---- County be successful in recruiting this company;
- 3) Identify NCEast Alliance as the source of the project in any press release issued by the County and any of its affiliates or partners, including the Economic Development Partnership of North Carolina; and
- 4) Identify NCEast Alliance as the source of the project in any interview given by anyone associated with the County.

NCEast Alliance staff will keep the County informed about any new developments with the project including a debrief as to why the County failed in recruiting the company should the company locate elsewhere.

John D. Chaffee
President & CEO
NCEast Alliance

XXXXXXXXXX
XXXXXXXXXX
XXXXXXXXXX

Date

Date

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$28,957.50	NCEast Alliance 7 Year Fee for Service for Locating One Small Client per Year
Capital Outlay		
Total Expenditures	\$28,957.50	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$28,957.50	

Request for Service Expansion

Title of Service Expansion: NCEast Alliance Beaufort County Economic Development Marketing Full Service Option

Name of Department: Economic Development

Purpose and Justification: To replace NE Partnership funds to pay for NCEast Alliance economic development marketing for Beaufort County. The NCEast Alliance provided 19 (35%) Economic Development leads for Beaufort County in 2018 and 5 unique client visits (31%).

The NCEast Alliance (The Alliance) is a regional, private, not-for-profit, economic development agency serving more than 1 million residents within several small metropolitan and micropolitan areas from the fringe of the Research Triangle to the Atlantic Coast. The Alliance provides Beaufort County community capacity building and assists Beaufort County clients with site location and expansion decisions.

Program of Work

As a result of confidential interviews conducted by National Community Development Services with public and private leaders across the region, combined with several discussion sessions with regional leadership, three strategic priorities were selected for action by the Alliance:

- A. Marketing and Business Attraction
- B. Workforce Development and Education
- C. Advocacy

A. Marketing and Business Attraction

1. Define and brand eastern NC as a regional economy and business location
2. Focus on business attraction and recruitment efforts with particular emphasis on targeted clusters (primary companies and components of their supply chains)
3. Develop and implement cluster specific strategies (identify supply chain gaps, workforce needs, etc.)
4. Manage prospect inquiries, information requests, and community visits
5. Take the lead in evaluating international recruitment opportunities and partner with other regional, state, and national organizations to develop and call on prospects in specific international geographies.
6. Stage and sponsor meetings in the region that draw attention to local capabilities, opportunities, and activities (i.e. British American Business Council, ENC Entrepreneurship Summit, Food & Fuel for the Forces, site location consultant visits)

B. Workforce Development and Education

1. Continue to promote WorkKeys and Career Readiness Certificates through the ASPIRE network and actively promote the project through multiple media outlets
2. Assist counties to achieve and maintain Certified WorkReady Community status.
3. Promote the Alliance workforce development efforts while calling on existing companies to encourage their engagement and support
4. Expand the reach of STEM East throughout the region
5. Continually seek 'add-ons' to the STEM (STEAM, STEMM, etc.) East Network to engage employers in the process of improving educational outcomes and training to resolve the skills gap (STEMersion summer experience for STEM teachers, summer STEM experiences for students, promotion of apprenticeship as a means to fill the skills gap)
6. Assist efforts of workforce development boards, community colleges, and universities to encourage exiting military personnel and veterans to obtain certifications and training to improve their transition into the regional job market
7. Continue promotion of STEM Teacher of the Month, Convene an annual State of the Workforce/STEM education meeting and hold annual recognition event to recognize STEM Teacher of the Year.

C. Advocacy

1. Support specific efforts to advance development of freeways, ports, and other forms of transportation to improve the platform for logistics efficiencies
2. Coordinate / support advocacy, lobbying efforts, including legislative days in Raleigh & Washington with regional partners. (Chambers, transportation committees, military advocacy groups, etc.)
3. Convene other meetings to generate 'conversations' about issues and solutions relevant to eastern NC
4. Establish a Regional Military Affairs Coalition in partnership with local military affairs committees to develop regional, interconnected strategies to protect and grow our military installations (integrate Food & Fuel for the Forces and PlanIt East programs into this effort that will also support Value-added Ag cluster development)
5. Establish a Major Employers Council to identify issues and advocate on their behalf

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$14,251.20	NCEast Alliance ED Marketing Fees - \$0.30 X 47,504 County Population
Capital Outlay		
Total Expenditures	\$14,251.20	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$14,251.20</i>	

Request for Service Expansion

Title of Service Expansion: Capital Improvements

Name of Department: Building Maintenance

Purpose and Justification: Various projects as identified as immediate needs by the EMG Facilities Study and staff recommendations.

Courthouse	Electrical/ADA, window replacement, paint interior	\$299,101
Annex/BHM	ADA, DA: Paint/Carpet, BHM: Paint/Carpet	\$52,171
Old Jail	ADA	\$4,246
Oakland	ADA, Carpet, Exterior Re-Point	\$81,818
Admin	ADA, Card Access	\$15,860
Seaboard	ADA, Card Access	\$16,000
Tideland	ADA	\$2,900
Health	ADA	\$5,800
Farm Services	Kitchen Reno	\$7,229
Maintenance	Card Access	\$5,000
EOC	ADA, Pavement	\$16,090
	TOTAL	\$506,215

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$506,215.00	Capital Improvements
Total Expenditures	\$506,215.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$506,215.00	

Request for Service Expansion

Title of Service Expansion: Awards Banquet (Information/Education Costs)

Name of Department: Soil and Water Conservation

Purpose and Justification: The Beaufort Soil and Water Conservation District's Board of Supervisors supports the conservation and preservation of our natural resources. Through their Education Coordinator, several events are promoted to achieve those efforts. Those opportunities to educate are offered through the poster and essay contests in Beaufort County schools, the Envirothon Training Day, the Coastal, State and National Envirothon competitions, the Annual Dan Windley Environmental Field Days event, and the Resource Conservation Workshop. To recognize the achievements of local students that compete in these events, the District would like to host an annual Awards Banquet to honor and thank them.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$1,000.00	The Beaufort Soil and Water Conservation District requests support in hosting an annual Awards Banquet to recognize and thank local school students for their achievements while participating in activities provided by the District that educate participants on the importance of our natural resources and their preservation.
Capital Outlay		
Total Expenditures	\$1,000.00	

Revenue to offset Costs		
Total Cost of Service Expansion	\$1,000.00	

Request for Service Expansion

Title of Service Expansion: NC Foundation for Soil and Water Conservation Support
(Dues and Subscriptions)

Name of Department: Soil and Water Conservation

Purpose and Justification: The NC Foundation for Soil and Water Conservation (Foundation) is seeking the support of soil and water conservation districts throughout North Carolina to enhance their efforts to promote a wide variety of grant projects, some of which are soil health and sustainability. The Foundation is a public non-profit tax-exempt 501(c)3 organization that accepts donations from private citizens, corporations, and government grant funding agencies. The Beaufort Soil and Water Conservation District was awarded a grant from the Foundation in 2018 and 2019. Each grant provided the District \$1,000 for project management as well as the reimbursement of all costs associated with the project. The support of soil and water conservation districts will enhance Foundation efforts as they seek to secure funding from other benefactors for the conservation and preservation of natural resources.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$1,000.00	The Beaufort Soil and Water Conservation District requests funds to support the activities of the NC Foundation for Soil and Water Conservation as they continue to seek funds for grant opportunities to sustain the conservation and preservation of our natural resources.
Capital Outlay		
Total Expenditures	\$1,000.00	

Revenue to offset Costs		
Total Cost of Service Expansion	\$1,000.00	

Request for Service Expansion

Title of Service Expansion: Pictometry

Name of Department: Tax Assessor

Purpose and Justification: To find and locate building that was missed during revaluation

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$47,689.50 (1/3 of total cost)	1/3 of Pictometry Aerial Photography taken in winter of 2019/2020. Can be compared with 2015 flight to see new construction (total cost of project is \$143,068)
Capital Outlay		
Total Expenditures	\$47,689.50	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$47,689.50	

Request for Service Expansion

Title of Service Expansion: 2nd Judicial District Recovery Court

Name of Department: Outside Agency

Purpose and Justification: Agency has requested funding. This is a new funding request.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$10,000.00	New funding request
Capital Outlay		
Total Expenditures	\$10,000.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$10,000.00</i>	



2nd Judicial District Opioid Coalition

March 14th, 2019

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

Dear Mr. Alligood:

The Drug Recovery Court Planning Team for the 2nd Judicial District is requesting \$35,000 in local appropriation funding for FY2019-2020. Out of that district-wide amount, we are requesting \$10,000 in funding from Beaufort County.

The team will be pursuing the Bureau of Justice Assistance (BJA) Adult Drug Court Discretionary Grant for FY 2019 to implement North Carolina's first multi-county drug recovery court. This grant supports the establishment of new drug courts using evidence-based principles and practices. Implementation is projected to begin in January 2020 after the completion of the National Drug Court Institute (NDCI) three-day training program in October 2019. This training is designed to educate participants on the research and science supporting the drug court model and facilitate the creation of an implementation plan that supports fidelity to the model and proven best practice standards. Admittance and completion of this training prioritizes the team's grant for funding.

Drug recovery courts improve education, employment, housing and financial stability for their participants. They refer more people to treatment than any other intervention and reduce recidivism among program participants. The average national completion rate for recovery courts is nearly 60%, which is two-thirds higher than probation and more than twice the rate of probationers with substance use disorders. Eighty billion dollars are spent annually on incarceration. Not only are recovery courts evidence-based and effective, but they also produce benefits of \$6,208 per participant (returning \$27 for every \$1 invested).

Martin-Tyrrell-Washington District Health will be the fiscal agent for these funds through their "Friends of MTW" 501(c)(3) non-profit account.

I will be happy to meet with you and the Beaufort County Board of Commissioners to discuss the proposed budget in more detail if needed. Thank you for your consideration and support.

Sincerely,

Kirsten Smith, MPH
Recovery Court Coordinator
Public Health Educator II
MTW District Health
(252) 791-3106

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: 2nd Judicial District Recovery Court

Amount Requested: \$10,000

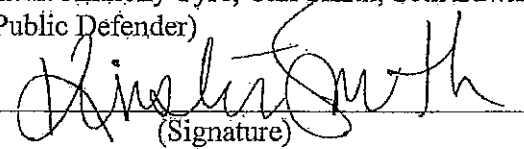
	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimated Actual Expenses	FY2019-20 Budget Request
REVENUES:				\$10,000
Requested from Beaufort County				
Federal				\$124,295
State				\$10,000
Cities/Towns				
United Way				
Other Counties excluding Beaufort County				\$25,000
Other:				
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:				\$169,295
EXPENSES:				
Salaries and Benefits				\$81,642
Program Services				
Contractual Services				
Commodities & Supplies				\$42,653
Fundraisers				
Capital				
Other				\$45,000
TOTAL:				\$169,295

Organizational Data

Coordinator: Kirsten Smith (Coordinator)

Judge: Judge Parker

Core Court staff: Anthony Tyre, Carl Smith, Seth Edwards (DA), Shannon Jarvis (Asst DA), Carlos Gentenera (Public Defender)

Completed by: 
 (Signature)

Date: 3/25/19

Kirsten Smith
 (Name)

Court Coordinator
 (Title)

Phone: (252) 791-3106

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: 2nd Judicial District Recovery Court

1. WHOM DO YOU SERVE?	Fiscal 2017-18 Last Yr Actual	Fiscal 2018-19 This Yr Estimated	Fiscal 2019-20 Next Yr Projected
Unduplicated count of individuals served (<i>if family, please count individual members</i>) TOTAL:			30 participants at a time
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:			Serving 2 nd Judicial District
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:			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			30 (adults)
4. INCOME OF PARTICIPANTS TOTAL:			Primarily poverty-level
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
5. SEX TOTAL:			30
5a. Male			
5b. Female			
5c. Not recorded			30

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: 2nd Judicial District Recovery Court

Contact Information: Kirsten Smith (252) 791-3106

kirsten.smith@mtwdh.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 2nd Judicial District Recovery Court is requesting \$10,000 in funding that will go towards program participant incentives and transportation. Federal funds will not allow the court to spend grant money on incentives or transportation reimbursement for participants. Transportation to court appearances, treatment services, and other personal care needs can be a barrier preventing participants from attending mandated appointments and decreasing chances of success in the drug recovery court program. Funds will be utilized to help transport or reimburse participants for their travel to these mandated services to decrease this barrier. Program incentives are also an unallowable expense under the federal grant. Incentives are used as part of behavior modification that are recommended to be used at the equivalent amounts of punishment. Courts that follow these recommended guidelines have better outcomes and greater cost-effectiveness.

Completed By: Kirsten Smith, Drug Court Coordinator
Printed Name & Position

 3/25/19
Signature & Date



Confirmation

[Home](#)
[Security](#)
[Profile](#)
[Logout](#)

Your Form 990-N(e-Postcard) has been submitted to the IRS

- **Organization Name:** FRIENDS OF MTW PUBLIC HEALTH
- **EIN:** 455325115
- **Tax Year:** 2017
- **Tax Year Start Date:** 07-01-2017
- **Tax Year End Date:** 06-30-2018
- **Submission ID:** 10065520181862183538
- **Filing Status Date:** 07-05-2018
- **Filing Status:** Pending

Note: Print a copy of this filing for your records. Once you leave this page, you will not be able to do so.

MANAGE FORM 990-N SUBMISSIONS

Billed
Copy

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **JUL 09 2014**

Employer Identification Number:
45-5325115
DLN:
17053319303033
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
509(a)(2)
Form 990 Required:
Yes
Effective Date of Exemption:
May 18, 2012
Contribution Deductibility:
Yes
Addendum Applies:
No

FRIENDS OF MTW PUBLIC HEALTH INC
198 NC HWY 45 N
PLYMOUTH, NC 27962

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

FRIENDS OF MFW PUBLIC HEALTH INC

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

Tamera Ripperda

Director, Exempt Organizations

Letter 947

Request for Service Expansion

Title of Service Expansion: Aurora Fossil Museum Foundation 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	\$23,000.00	Additional funds requested by agency above current year allocation of \$2,000.
Capital Outlay		
Total Expenditures	\$23,000.00	

Revenue to offset Costs		
Total Cost of Service Expansion	\$23,000.00	



Aurora Fossil Museum Foundation, Inc.
www.aurorafossilmuseum.org
director@aurorafossilmuseum.org

400 Main Street P.O. Box 352
Aurora, NC 27806-0352
Phone: (252) 322-4238

March 04, 2019

Dear Beaufort County Board of Commissioners,

Over the past few years, interest in the Aurora Fossil Museum has grown. Fiscal Year 2017-18 data reveal approximately 21,000 people visiting the museum and approximately 10,000 Aurora Fossil Festival attendees. During FY2017-18, our outreach programming introduced approximately 20,000 people to the Aurora Fossil Museum and our online presence and popularity have grown substantially, with an average monthly impact of 40,000 through our website, Google Business, Travelocity, and social media accounts.

Thus, during FY2017-18, the Aurora Fossil Museum brought over 31,000 people to Aurora, Beaufort County and reached approximately 530,000** people through auxiliary means. The above numbers clearly support the Aurora Fossil Museum as being not only an economic driver for the area, but also an economic asset for Beaufort County.

We would be most appreciative if the Beaufort County Commissioners would consider our request for \$25,000.00 to develop an effective year-long marketing campaign. This campaign will not only benefit the Aurora Fossil Museum but also the Town of Aurora and Beaufort County. Plans for the campaign include local and regional television, radio, and print advertising as well as billboard, roadway signage, and social media marketing.

In closing, very few, if any other locations in the United States offer visitors the opportunity to learn about the natural history of an area like the Aurora Fossil Museum does.

The Aurora Fossil Museum Foundation, Inc. Board of Directors, staff, and volunteers thank you for your service to Beaufort County and we hope that our request will be considered.

Sincerely,

Cynthia D. Crane, Executive Director
Aurora Fossil Museum Foundation, Inc.

** This figure does not include the promotion of the museum through our external partners, an impact number that is difficult to estimate.

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Aurora Fossil Museum Foundation, Inc. Amount Requested \$25,000.00

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimated Actual Expenses	FY2019-20 Budget Request
REVENUES:				
Requested from Beaufort County	\$2,000.00	\$2,000.0		\$25,000.00
Federal				
State	\$75,000.00	\$75,000.00		
Cities/Towns				
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	\$60,080.68	\$93,500.00		
Fees/Dues				
Sales	\$124,564.12	\$127,000.00		
Miscellaneous	\$13,385.37	\$13,000.00		
Beginning Balance (Deficit)				
TOTAL:	\$275,030.17	\$310,500.00		\$25,000.00
EXPENSES:				
Salaries and Benefits	\$121,075.89	\$120,400.00	\$125,000.00	
Program Services				
Contractual Services	\$6,513.84	\$7,000.00	\$7,000.00	
Commodities & Supplies	\$86,809.21	\$80,700.00	\$80,000.00	
Fundraisers	\$13,113.69	\$10,000.00	\$15,000.00	
Capital				
Other	\$88,398.52	\$65,900.00	\$60,000.00	\$25,000.00
TOTAL:	\$315,911.15	\$284,000.00	\$287,000.00	\$25,000.00

Organizational Data

Chairman: Bruce Hargreaves
 Vice Chairman: Candice Fuller
 Executive Director: Cynthia D. Crane

Completed by: Cynthia D. Crane
 (Signature)

Date: March 04, 2019

Cynthia D. Crane
 (Name)

Executive Director
 (Title)

Phone: 252.322.4238

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Aurora Fossil Museum Foundation, Inc.

1. WHOM DO YOU SERVE?	Fiscal 2017-18 Last Yr Actual	Fiscal 2018-19 This Yr Estimated	Fiscal 2019-20 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	20,930	21,000	22,000
1a. Total continuing from previous fiscal year			
1b. Total new for the year	20,930	21,000	22,000
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	20,930	21,000	22,000
2a. Washington	500		
2b. Washington Park	0		
2c. Chocowinity	100		
2d. Bath	80		
2e. Belhaven	110		
2f. Aurora	200		
2g. Pantego	6		
2h. Pinetown	30		
2i. Outside Beaufort County or Unknown	19,904	21,000	22,000
3. AGE GROUP TOTAL:	20,930	21,000	22,000
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	20,930	21,000	22,000
4. INCOME OF PARTICIPANTS TOTAL:	20,930	21,000	22,000
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	20,930	21,000	22,000
5. SEX TOTAL:	20,930	21,000	22,000
5a. Male			
5b. Female			
5c. Not recorded	20,930	21,000	22,000

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 27806-0352

252.322.4238

director@aurorafossilmuseum.org

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.

The County appropriation will be used to develop and implement an effective year-long marketing

campaign. This marketing initiative will not only benefit the Aurora Fossil Museum but also the Town

of Aurora and Beaufort County. We hope that the Beaufort County Commissioners will consider the

positive impact that the Aurora Fossil Museum has had on Beaufort County and will support us with this

endeavor.

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

Cynthia D. Crane, March 04, 2019
Signature & Date

INTERNAL REVENUE SERVICE
~~P. O.~~ BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUN 24 2002

AURORA FOSSIL MUSEUM FOUNDATION INC
C/O GRACE BONNER
PO BOX 352 400 MAIN ST
AURORA, NC 27806

Employer Identification Number:
56-2181393
DLN:
17053074001042
Contact Person:
ARIEANE H. BARRS ID# 52662
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
JUNE 30
Form 990 Required:
Yes
Addendum Applies:
No

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, if you are involved in an excess benefit transaction, that transaction might be subject to the excise taxes of section 4958. Additionally, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please contact your key district office.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of Code sections 2055, 2106, and 2522.

Contribution deductions are allowable to donors only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. See Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2,

Letter 947 (DO/CG)

URORA FOSSIL MUSEUM FOUNDATION INC

on page 104, which sets forth guidelines regarding the deductibility, as charitable contributions, of payments made by taxpayers for admission to or other participation in fundraising activities for charity.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete, so be sure your return is complete before you file it.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

If we have indicated in the heading of this letter that an addendum

Letter 947 (DO/CG)

ROSA FOSSIL MUSEUM FOUNDATION INC

applies; the enclosed addendum is an integral part of this letter.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

Steven T. Miller
Steven T. Miller
Director, Exempt Organizations

Letter 947 (DO/CG)

12:59 PM
 03/04/19
 Accrual Basis

**Aurora Fossil Museum
 Profit & Loss
 July 2017 through June 2018**

	Jul '17 - Jun 18
Ordinary Income/Expense	
Income	
Bldg Rental	2,750.00
Earned revenues	
Contributions	
Corporate/business Contribution	
Amazon Smile	112.66
Nutrien	740.80
PotashCorp	3,992.60
Total Corporate/business Contribution	4,846.06
Grants	
Beaufort County Grant	2,000.00
State Grant	75,000.00
Total Grants	77,000.00
Individual Contributions	5,672.12
SFOM	1,152.50
Total Contributions	88,670.68
Fundraising Revenues	
Auction	30,016.90
Total Fundraising Revenues	30,016.90
Gift Shop Sales	
A- Fossils	15,756.80
Aurora Megs	2,718.00
Books/Posters	5,511.50
Clothing Items	12,937.25
Cost- Jewelry	5,505.50
Crafts/Screens	18,143.75
Discount	-620.08
Gift Shop_Cash Sales	0.00
Gift Shop_Credit Card Sale	0.00
Meg-Tth	10,647.65
Minerals	15,114.16
Novelty Items	17,707.56
Oth- Fossils	13,016.50
Riker Mounts	1,524.25
Shipping	1,916.90
Sm.-Misc	2,252.88
Sterling Silver	2,431.50
Total Gift Shop Sales	124,564.12
Gift Shop_Donations	
Cash/donation	12,594.10
Raffle	5,769.00
Gift Shop_Donations - Other	30.00
Total Gift Shop_Donations	18,393.10
Reimbursements	390.68
Total Earned revenues	262,035.48
Fossil Kit Reimbursement	3,340.05
Fossil Matrix	2,102.50
Other Income	-0.50
Other Tth	90.00
Sales & Use Tax Refund	1,705.14

12:59 PM
 03/04/19
 Accrual Basis

Aurora Fossil Museum
Profit & Loss
 July 2017 through June 2018

	Jul '17 - Jun 18
SeAVP Conference	1,730.00
SFAFM Dues	1,277.50
Total Income	275,030.17
Gross Profit	275,030.17
Expense	
Advertising	11,276.90
Auction	10,166.40
Auction Expenses	487.35
Beaufort County Taxes	
479 N Fifth Street	455.56
Solid Waste Fee	435.00
Total Beaufort County Taxes	890.56
Building Maintenance	
AC/Heat/Electric/Roof	581.59
Beauty Shop	1,411.00
Building Supplies	828.64
Cleaning	774.00
Cleaning Supplies	378.67
Plumbing	175.00
Upgrades	3,263.66
Building Maintenance - Other	85.34
Total Building Maintenance	7,497.90
Depreciation	11,433.17
Education	142.67
Festival	2,947.29
Gift Shop_Expense	
Bank Fee - Credit Card	1,168.73
Books/Posters	3,677.68
Clothing Items	2,889.70
Cost- Jewelry	1,922.77
Crafts/Screens	10,221.20
Meg-Tth	4,195.00
Minerals	13,545.81
NC Dept. of Revenue_Sales Tax	7,602.61
Novelty Items	13,231.13
Online Gift Shop	
Shopify	151.77
Online Gift Shop - Other	340.67
Total Online Gift Shop	492.44
Oth- Fossils	7,715.28
Paypal Charge	193.49
Riker Mounts	899.87
Shipping	3,138.23
Sterling Silver	7,468.08
Supplies	1,805.11
Total Gift Shop_Expense	80,167.13
Insurance Expense	
Bragaw	-142.00
Marsh	0.00
Zurich_Wk.Comp	0.00
Total Insurance Expense	-142.00

12:59 PM

Aurora Fossil Museum
Profit & Loss
 July 2017 through June 2018

03/04/19

Accrual Basis

	Jul '17 - Jun 18
Membership_Dues	
American Alliance of Museums	150.00
Chambers of Commerce	425.00
HAT	350.00
Sam's Club	45.00
Staples	49.00
Membership_Dues - Other	259.00
Total Membership_Dues	1,278.00
Museum Expenses	
Bank Service Charge	2,943.53
Bookkeeping	4,607.69
Constant Contact	958.65
Contract Labor	947.50
Display & Repair	
Displays	155.78
Total Display & Repair	155.78
Educational Supplies	66.70
Equipment	1,414.46
Grounds Maintenance	2,271.17
Kiosk - Creature Feature	313.99
Museum Events	1,091.29
Museum Exp.-other	797.42
National Fossil Day	7.96
New Website	448.61
Postage & Shipping	
Brochures	289.65
Postage & Shipping - Other	1,104.24
Total Postage & Shipping	1,393.89
Professional Development	2,766.71
Shipping Fossil Kits	3,646.60
Software	603.14
Supplies	1,807.22
Tax Preparation	1,025.00
Volunteer Expense	266.80
Total Museum Expenses	27,534.11
NCMNS Grant	
Building Maintenance	5,000.00
Communications	1,900.00
Insurance	11,000.00
Salaries & Wages	43,000.00
Travel/Outreach/Meetings	5,000.00
Utilities	9,000.00
Total NCMNS Grant	74,900.00
Office Expense	
Office Supplies	1,659.27
Total Office Expense	1,659.27
Payroll Employees	68,829.31
Payroll Expense	
Federal w/holding	0.00
FUTA	0.00
Payroll Expense-SS/Med	8,554.91
Quickbooks	320.20
State Unemployment	371.47
Total Payroll Expense	9,246.58

12:59 PM
03/04/19
Accrual Basis

Aurora Fossil Museum
Profit & Loss
July 2017 through June 2018

	Jul '17 - Jun 18
Sales Tax	
Carteret	10.91
NC Sales Tax	976.59
Pitt County	35.34
Sales Tax-Alamance County	0.48
Sales Tax-Beaufort	260.98
Sales Tax-Craven	105.16
Sales Tax-Dare County	0.64
Sales Tax-Orange County	1.22
Sales Tax-Pamlico County	7.33
Wake County	1.50
Sales Tax - Other	247.93
Total Sales Tax	1,648.08
SeAVP Conferene Expenses	1,311.22
Security	
ADT	947.21
Total Security	947.21
Travel & meetings	
Conference_Retreat	5.00
Meetings,mileage,etc.	839.06
Outreach	162.25
Total Travel & meetings	1,006.31
Utilities	
Electric Co.	1,530.62
Spectrum	496.26
Time Warner Cable	109.97
Town of Aurora	546.84
Total Utilities	2,683.69
Total Expense	315,911.15
Net Ordinary Income	-40,880.98
Other Income/Expense	
Other Income	
Capital gain distribution	1,080.60
Dividend Income	1,496.65
Interest Income	63.14
Long term capital gains	2,486.06
Reconciliation	0.03
Short term capital gains	8.36
Total Other Income	5,134.84
Other Expense	
Other Investment Expenses/Losse	1,181.38
Total Other Expense	1,181.38
Net Other Income	3,953.46
Net Income	-36,927.52

Request for Service Expansion

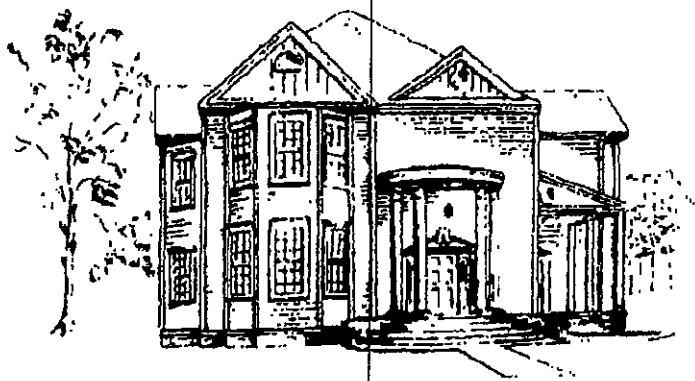
Title of Service Expansion: Aurora Recreation

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	\$2,500.00	Additional funds requested by agency above current year allocation of \$4,500.
Capital Outlay		
Total Expenditures	\$2,500.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$2,500.00</i>	



Established 1880

Town of Aurora

Mayor
Clif Williams

Commissioners

W. C. Boyd
John Farrow
Brad Lee
Jeff Peed

Interim Town Clerk
Sandra S. Sartin

March 11, 2019

Sharon G. Rose
Deputy Finance Director
Beaufort County
121 W. 3rd Street
Washington, NC 27889

Dear Ms. Rose:

Attached is the Town of Aurora's 2019-20 Funding Request for the Recreation Department and Richland Township Seniors Program. Thank you for your patience in giving our newly hired Recreation Coordinator an additional week to submit the paperwork.

We sincerely appreciate the financial assistance we receive in support of our children and seniors.

Thank you,

Sandra S. Sartin

Sandra S. Sartin
Interim Town Clerk/Finance Officer

S

Attachments

Beaufort County, North Carolina

REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Town of Aurora

Amount Requested \$ 7,000.00

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimated Actual Expenses	FY2019-20 Budget Request
REVENUES:				
Requested from Beaufort County	4,500	4,500	4,500	7,000
Federal				
State				
Cities/Towns				
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	4,500	4,500	4,500	7,000
EXPENSES:				
Salaries and Benefits	0	0	0	0
Program Services	4,000	4,000	4,000	3,500
Contractual Services				500
Commodities & Supplies				2,500
Fundraisers				
Capital				
Other	500	500	500	500
TOTAL:	4,500	4,500	4,500	7,000

Organizational Data

President:
Executive Director:
Treasurer
Other Officers:

See Attached

Completed by: Sandra S. Martin
(Signature)

Date: 3-11-19

Sandra S. Martin
(Name)

Interim Town Clerk/Finance Officer
(Title)

Phone: 252-322-4611

Beaufort County, North Carolina

PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Town of Aurora

1. WHOM DO YOU SERVE?	Fiscal 2017-18 Last Yr Actual	Fiscal 2018-19 This Yr Estimated	Fiscal 2019-20 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	125	100	150
1a. Total continuing from previous fiscal year	115	90	100
1b. Total new for the year	10	10	50
1c. Total terminated during the year	none	none	none
2. RESIDENCE OF PARTICIPANTS TOTAL:	125	100	150
2a. Washington	/	/	/
2b. Washington Park	/	/	/
2c. Chocowinity	4	10	20
2d. Bath	/	/	/
2e. Belhaven	/	/	/
2f. Aurora	115	80	100
2g. Pantego	/	/	/
2h. Pinetown	/	/	/
2i. Outside Beaufort County or Unknown	6	10	30
3. AGE GROUP TOTAL:	125	100	150
3a. Infants through 4 years of age	15	15	20
3b. 5 through 12 years of age	75	40	85
3c. 13 through 17 years of age	16	12	20
3d. 18 through 29 years of age	10	6	7
3e. 30 through 64 years of age	5	4	10
3f. 65 and over	4	3	8
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:	125	100	150
4a. Below official poverty level (\$12,000)	5	5	10
4b. At or near poverty level	114	90	120
4c. Middle income (\$30,000)	4	5	20
4d. Upper income (\$60,000)			
4e. Nor known or not applicable			
5. SEX TOTAL:	125	100	150
5a. Male	72	58	90
5b. Female	53	42	60
5c. Not recorded			

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

Agency: Town of Aurora

Contact Information: P. O. Box 86, Aurora, NC 27806-0086
252-322-4611
aurora@embarqmail.com

Amount Requested: \$7,000

The Town of Aurora's recreation program suffered a setback last year because of inclement weather and the lengthy process encountered securing a Recreation Coordinator. I was hired on February 26, 2019, and look forward to working with and growing the program.

Along with the already established programs for basketball, volleyball, increased use of the tennis courts and supporting area seniors, our plan is to incorporate T-ball, baseball, softball, youth fishing and kayaking. I am recruiting assistance for re-opening the nature trail and planning for a community garden. I have made contacts with several community and business people who are interested in reviving the recreation program for the residents of Aurora and Richland Township.

As in the past, funds received from Beaufort County will be used for insurance, rental of the S. W. Snowden gymnasium for basketball and volleyball games and tournaments. They will also be used to purchase items required for fishing and promoting the community garden.

Thank you for helping make the Aurora recreation program a success.

Completed by: Curt Hendrix 3/11/2019
Curt Hendrix, Recreation Coordinator Date

Town of Aurora Board of Commissioners- 2019

Clif Williams, Mayor
876 Grace Drive
Aurora, NC 27806
252-637-8778
252-322-5017
clifw@aurind.com

Brad Lee, Mayor Pro-Tem
P.O. Box 64
Aurora, NC 27806
252-322-8231
blee@pcsphosphate.com

Commissioner W.C. Boyd
P.O. Box 153
Aurora, NC 27806
252-322-5738
wboyd66828@aol.com

Commissioner Jeff Peed
404 Pearl Circle
Aurora, NC 27806
252-341-6824
jdpeed@flatlandag.com

Commissioner John Farrow
P.O. Box 555
Aurora, NC 27806
252-322-5309
farrow_j@yahoo.com

Request for Service Expansion

Title of Service Expansion: BC Arts Council

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	\$50,000.00	Additional funds requested by agency above current year allocation of \$20,000.
Capital Outlay		
Total Expenditures	\$50,000.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$50,000.00</i>	

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PO Box 634/150 West Main Street
Washington, NC 27889
www.artsofthepamlico.org
Phone 252.946.2504

March 1, 2019

Brian Alligood
Beaufort County, North Carolina
121 West 3rd Street
Washington, North Carolina 27889

Dear Mr. Alligood,

Thank you for the opportunity to request \$20,000 in funding for arts programming from Beaufort County, North Carolina for fiscal year 2019-20.

Attached please find an overview of how funds allocated to the Arts of the Pamlico in last fiscal year have been invested in our County and a request for FY 2019-20 funding.

Should you have any questions or further needs regarding this proposal, please let me know.

Thank you for helping to increase access to the arts in our County.

Best,

A handwritten signature in black ink that reads "Debra A. Torrence". The signature is written in a cursive style.

Debra Torrence
Executive Director



Beaufort County, North Carolina

Use of Funds Report

FY 2018/19: Page 1 of 1

Beaufort County funding allocated to the Arts of the Pamlico in fiscal year 2018-19 were used as the required match for state funding from the NC Arts Council and to partially support a menu of arts programming for County residents and visitors.

To date, funds allocated to the Arts of the Pamlico have partially supported the following events:

- Summer Arts Activities for Kids- Low cost/no cost summer art activities for County youth were made available at the Historic Turnage Theatre for over 100 children using \$1,500 in County funding.
- Children's Programming – Funds requested provided onsite playwriting sessions with youth and a culminating performance at Bath Elementary School in October/November 2018, supported by \$2,000 in County funding.
- Cinco de Mayo Festival/Hispanic Heritage – Funds of \$3,500 supported a youth mural project about Hispanic culture in summer 2018, the provision of two free movies about Hispanic culture shown at the Turnage Theatre in September 2018 and an arts festival in October 2018 including Latin guitar music and dancers on stage. County funds leveraged \$300 in City of Washington Human Relations Council funding.
- Arts for Vets – Funds requested will support a menu of art opportunities for our county's Military Veterans including an art exhibit in May 2018 in the Turnage Theatre. Funds also supported three concerts for Military Veterans, with time donated by the musicians, reaching over 250 people. The concerts included a blues & jazz concert in June 2018, an orchestra and a rock concert in November 2018 at a cost of \$1,500.
- Pirates of the Pamlico – County funds of \$4,500 will partially support the development of the Pirates of the Pamlico play set to debut May 3 & 4, 2019 at the Historic Turnage Theatre as a youth performance of AOP's Bubblegum Theatre for Youth. The goal is to produce a waterfront play each summer by the same name with adult and youth actors.
- Pottery Studio – \$500 of the \$1,000 requested has been used to date to support the purchase of materials for the AOP pottery studio.
- Operations – \$6,000 in funds requested are supporting the operations of the Arts of the Pamlico have been used to support ongoing access to arts and cultural programming.

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT
PROGRAM PARTICIPANTS STATISTICS - FY 19-20 REQUEST

Budget Form 2

AGENCY: Beaufort County Arts Council, dba Arts of the Pamlico

1. WHOM DO YOU SERVE? <i>Unduplicated county of individuals served</i>	Fiscal 2017-18 Estimates	Fiscal 2018-19 Estimates	Fiscal 2020 Projections
TOTAL:	18,250	20,000	21,500
1a. Total continuing from previous year	16,250	18,250	19,250
1b. Total new year	2,000	1,750	2,250
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS ^e	100%	100%	
TOTAL:			
2a. Washington	55%	55%	55%
2c. Washington Park	3%	3%	3%
2d. Chocowinity	15%	18%	15%
2e. Bath	1%	1%	1%
2f. Belhaven	1%	1%	1%
2g. Aurora			
2h. Pantego			
2i. Pinetown			
2j. Outside Beaufort County or Unknown	25%	22%	25%
3. AGE GROUP TOTAL:	100%	100%	100%
3a. Infants through 4 years of age	500	500	500
3b. 5 through 12 years of age	3,750	3,750	3,900
3c. 13 through 17 years of age	1,450	1,500	1,500
3d. 18 through 29 years of age	1,250	1,500	1,500
3e. 30 through 64 years of age	8,150	9,000	9,500
3f. 65 and over	3,150	3,750	4,250
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS	100%	100%	100%
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	100%	100%	100%
5. SEX TOTAL:	100%	100%	100%
5a. Male			
5b. Female			
5c. Not recorded	100%	100%	100%



Beaufort County, North Carolina
Arts of the Pamlico FY 2019–20 Request
Budget Form 3 – Page 1 of 2

Agency: Arts of the Pamlico

Contact Information: Debra Torrence (d.torrenceaop@gmail.com, 252-946-2504)

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. Bubblegum Theatre for Youth – Funds requested will support free community theatre for an estimated 130 youth with opportunities to participate in two productions in Fall 2019 of The Legend of Sleepy Hollow and in a Spring 2020 musical of The Lion King or Aladdin.

Resources Requested: \$5,000

Anticipated Impact: 1,500 families

2. Pop Up Art - - Funds requested will partially support pop up art experiences for County residents across the county during the fiscal year. Funds will support the purchase of materials and artist time to offer art experiences in community spaces across the county.

Resources Requested: \$2,000

Anticipated Impact: 200 people

3. Oral History Collection & Recording Space – Funds requested will partially support the creation of recording space at the Historic Turnage Theatre to collect oral histories from County residents about their past experiences at the Turnage Theatre and Military Veterans about their personal or professional experiences.

Resources Requested \$2,500

Anticipated Impact: 500 people



Beaufort County, North Carolina
Arts of the Pamlico FY 2019–20 Request
Budget Form 3 – Page 2 of 2

4. Art by Beaufort County Women & Veterans – Funds requested will partially support art exhibits in May 2018 comprised of art created by Military Veterans and Women living in Beaufort County.

Resources Requested: \$1,000
Anticipated Impact: 100 people

5. Community Theatre - Funds requested will partially support the production of two theatre shows by the Arts of the Pamlico volunteer theatre troupe in the fiscal year.

Resources Requested: \$1,500
Anticipated Impact: 500 people

6. Outdoor Concerts – Funds requested will partially support the first Bluegrass Festival in Belhaven and two outdoor concerts in Bath and Washington increasing access to the arts.

Resources Requested: \$2,000
Anticipated Impact: 500 families

7. Operations – Funds requested will support ongoing operations to provide low cost/no cost arts and cultural programming in Beaufort County.

Resources Requested: \$6,000
Anticipated Impact: 15,000 people

Completed By: Debra Torrence, Executive Director
Printed Name & Position

Debra A. Torrence

Signature

3/1/19

Date

Department of the Treasury

1972


District Director
Internal Revenue Service

 Date: MAR 31 1972 | In reply refer to: 411-12:CDB:A1133

 ▶ Beaufort County Arts Council
 c/o Dr. Robert Combs
 P. O. Box 4
 Bellhaven, North Carolina 27810
 FED. TAX ID: 23-7170154

Gentlemen:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

We have further determined you can reasonably be expected to be an organization of the type described in sections 170(b)(1)(A)(vi) and 509(a)(1). Accordingly, for your first two tax years, you will be treated as an organization which is not a private foundation.

At the end of your first two tax years, however, you must establish with the Internal Revenue Service that for such two years you were in fact an organization of the type described in section 170(b)(1)(A)(vi). If you establish this fact with the Service, you will be classified as a section 509(a)(1) organization for all purposes beginning with the first day of your third tax year and you must normally meet the requirements of section 170(b)(1)(A)(vi) thereafter. If, however, you do not meet the requirements of section 170(b)(1)(A)(vi) for your first two tax years, you will be classified as a private foundation as of the first day of your third tax year. Furthermore, you will be treated as a private foundation as of the first day of your first tax year for purposes of sections 507(d) and 4940.

Grantors and donors may rely on the determination that you are not a private foundation for your first two tax years, unless notice that you will no longer be treated as a section 509(a)(1) organization is published in the Internal Revenue Bulletin. However, a grantor or donor may not rely on such determination if he was in part responsible for, or was aware of, the act or failure to act that resulted in your loss of section 509(a)(1) status, or acquired knowledge that the Internal Revenue Service had given notice that you would be removed from classification as a section 509(a)(1) organization.

You are not liable for social security (FICA) taxes unless you file a waiver of exemption certificate as provided in the Federal Insurance Contributions Act. You are not liable for the taxes imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible under sections 2055, 2106, and 2522 of the Code.

If your sources of support, or your purposes, character, or method of operation is changed, you must let us know so we can consider the effect of the change on your status. Also, you must inform us of all changes in your name or address.

If your gross receipts each year are normally more than \$5,000, you are required to file Form 990, Return of Organization Exempt From Income Tax, by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of \$10 a day, up to a maximum of \$5,000, for failure to file a return on time.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Please keep this determination letter in your permanent records.

Sincerely yours,

W. T. Coppinger
W. T. Coppinger

District Director

Beaufort County Arts Council
FINANCIAL STATEMENTS
For the Year Ended June 30, 2018

**Beaufort County Arts Council
Table of Contents
For the Year Ended June 30, 2018**

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NOTES TO THE FINANCIAL STATEMENTS8-13



INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Director of
Beaufort County Arts Council

We have reviewed the accompanying financial statements of Beaufort County Arts Council (a nonprofit organization), which comprise the statement of financial position as of June 30, 2018, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Seiler, Singleton & Associates, PA

Washington, NC 27889

January 8, 2019

**Beaufort County Arts Council
Statement of Financial Position
As of June 30, 2018**

ASSETS	
CURRENT ASSETS	
Cash	\$ 53,141
Accounts receivable	4,798
Investment securities	92,677
Inventory	2,962
Total Current Assets	<u>153,578</u>
COLLECTIONS (NOTE - 9)	0
FIXED ASSETS	
Building	252,439
Equipment	73,748
Less: Accumulated depreciation	(78,336)
Net Property and Equipment	<u>247,851</u>
OTHER ASSETS	
Endowments	60,201
Total Other Assets	<u>60,201</u>
TOTAL ASSETS	<u><u>\$ 461,630</u></u>
LIABILITIES AND NET ASSETS	
CURRENT LIABILITIES	
Accounts payable	\$ 10,567
Payroll taxes payable	3,476
Accrued liabilities	20,353
Current portion of long term debt	1,042
Total Current Liabilities	<u>35,438</u>
NET ASSETS	
Unrestricted	273,314
Temporarily restricted	92,677
Permanently restricted	60,201
Total Net Assets	<u>426,192</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>\$ 461,630</u></u>

See accompanying notes and independent accountant's review report.

Beaufort County Arts Council
Statement of Activities
For the Year Ended June 30, 2018

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
REVENUES, GAINS AND OTHER SUPPORT				
North Carolina Arts Council	\$ -	\$ 30,881	\$ -	\$ 30,881
City appropriation	-	12,368	-	12,368
County appropriation	-	23,000	-	23,000
Other grants	56,500	5,000	-	61,500
Memberships	31,071	-	-	31,071
Donations	88,403	-	-	88,403
Major gifts	-	154,063	-	154,063
Gallery sales	5,837	-	-	5,837
Programs	73,723	-	-	73,723
Rent	49,896	-	-	49,896
Miscellaneous revenues	23,263	-	-	23,263
Investment income (net)	22	3,870	2,207	6,099
Total Revenues, gains and other support	<u>328,715</u>	<u>229,182</u>	<u>2,207</u>	<u>560,104</u>
Net Assets Released from Restrictions	<u>235,472</u>	<u>(235,472)</u>	<u>-</u>	<u>-</u>
FUNCTIONAL EXPENSES				
Program services	357,392	-	-	357,392
Supporting services				
Management and general	66,851	-	-	66,851
Fundraising	18,925	-	-	18,925
Total Functional Expenses	<u>443,168</u>	<u>-</u>	<u>-</u>	<u>443,168</u>
Increase/(Decrease) in Net Assets	<u>121,019</u>	<u>(6,290)</u>	<u>2,207</u>	<u>116,936</u>
NET ASSETS				
Beginning of Year, Restated	<u>152,295</u>	<u>98,967</u>	<u>57,994</u>	<u>309,256</u>
End of Year	<u>\$ 273,314</u>	<u>\$ 92,677</u>	<u>\$ 60,201</u>	<u>\$ 426,192</u>

See accompanying notes and independent accountant's review report.

**Beaufort County Arts Council
Statement of Functional Expense
For the Year Ended June 30, 2018**

	Program Services	Supporting Services		Total
		Management and General	Fund Raising	
EXPENSES				
Staff salary and fringe benefit	\$ 132,747	\$ 25,860	\$ 13,791	\$ 172,398
Staff travel	315	316	-	631
Contract services	45,851	16,110	-	61,961
Advertising and promotion	16,745	564	1,505	18,814
Insurance	15,509	5,170	-	20,679
Office expenses	41,255	1,468	3,629	46,352
Occupancy costs	52,087	17,363	-	69,450
Interest	594	-	-	594
Programs	42,212	-	-	42,212
Total Expenses before Depreciation	<u>347,315</u>	<u>66,851</u>	<u>18,925</u>	<u>433,091</u>
Depreciation	10,077	-	-	10,077
Total Functional Expenses	<u>\$ 357,392</u>	<u>\$ 66,851</u>	<u>\$ 18,925</u>	<u>\$ 443,168</u>

See accompanying notes and independent accountant's review report.

**Beaufort County Arts Council
Statement of Cash Flows
For the Year Ended June 30, 2018**

CASH FLOW FROM OPERATING ACTIVITIES	
Cash received from government sources	\$ 86,249
Cash received from program activities	73,723
Cash received from miscellaneous sources	369,040
Cash received from memberships	31,070
Cash received from investments	22
Cash paid for operating expenses	<u>(407,140)</u>
Net Cash Provided By (Use In) Operating Activities	152,942
CASH FLOW FROM FINANCING ACTIVITIES	
Principal payments on long term debt	<u>(130,334)</u>
Net Cash Provided By (Use In) Investing Activities	(130,334)
CASH FLOW FROM INVESTING ACTIVITIES	
Purchase of fixed assets	<u>(21,160)</u>
Net Cash Provided By (Use In) Investing Activities	(21,160)
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	1,448
CASH AND CASH EQUIVALENTS	
Beginning of period	<u>51,693</u>
End of period	<u><u>\$ 53,141</u></u>
RECONCILIATION OF CHANGE IN NET ASSETS TO NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	
CHANGE IN NET ASSETS	\$ 116,936
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:	
Deprecation expense	10,077
Realized/Unrealized gains (losses)	4,083
(Increase) Decrease in:	
Receivables	37,042
Prepaid expenses	1,848
Inventory	323
Increase (Decrease) in:	
Payables and accrued expenses	<u>(17,367)</u>
Net Cash Provided By (Used In) Operating Activities	<u><u>\$ 152,942</u></u>

See accompanying notes and independent accountant's review report.

Beaufort County Arts Council
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended June 30, 2018

NOTE 1 – NATURE OF ACTIVITIES

Beaufort County Arts Council (the "Council") is a not-for-profit corporation organized under the laws of the State of North Carolina. Located in Washington, North Carolina, the Council's primary mission is to provide cultural opportunities through initiation, support, and presentation of artistic programs in Beaufort and Washington Counties and the surrounding region. It is a goal of the Council to present a wide range of educational, entertainment, and cultural programs and to encourage the same by advancing and supporting the efforts of local artists, arts organizations and arts businesses throughout the region. The Council's support comes primarily from grants and donations.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements presented herein have been prepared on the accrual basis of accounting and conform to accounting principles generally accepted in the United States of America as applicable to not-for-profit entities. The following is a summary of the more significant accounting policies:

Financial Statement Presentation

The financial statements of the Council have been prepared in accordance with the requirements of FASB ASC 958-205-05, *Not-for-Profit Entities; Presentation of Financial Statements*. In accordance with FASB ASC 958-205-05, the Council is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted, temporarily restricted and permanently restricted.

Unrestricted Net Assets – Net assets that are not subject to donor-imposed stipulations. Unrestricted net assets may be designated for specific purposes by action of the Board of Directors.

Temporarily Restricted Net Assets – Net assets subject to donor-imposed stipulations that may or will be met either by actions of the Council and/or the passage of time. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statements of activities as net assets released from restrictions.

Permanently Restricted Net Assets – Net assets subject to donor-imposed stipulations that they be maintained permanently by the Council.

Expenses are reported as decreases in unrestricted net assets. Gains and losses on investments on other assets or liabilities are reported as increases or decreases in unrestricted net assets unless their use is restricted by explicit donor stipulation or by law.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Beaufort County Arts Council
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended June 30, 2018

Contributions

The Council accounts for contributions in accordance with the requirements of FASB ASC 958-605-25 *Not-for-Profit Entities; Revenue Recognition; Recognition*. In accordance with FASB ASC 958-605-25, contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and nature of any donor restrictions.

Contributed Services

The Council pays for most services requiring specific expertise. However, many individuals volunteer their time in performing a variety of tasks that assist the Council in accomplishing its mission. No amounts have been reflected in the financial statements for donated services, since it is not susceptible to objective measurement or valuation.

Inventories

Inventories are stated at the lower of cost or market determined by the first in, first out method.

Property and Equipment

Property and equipment is recorded at cost or, if donated, at the approximate fair value at the date of donation. Depreciation is computed using the straight-line method over estimated useful lives ranging from five to forty years. Land and construction in progress are considered nondepreciable assets. The Council capitalizes all fixed asset purchases with an estimated useful life greater than one year.

Donations of property and equipment are reported as unrestricted support unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted support. Absent donor stipulations regarding how long those donated assets must be maintained, the Council reports expirations of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor. The Council reclassifies temporarily restricted net assets to unrestricted net assets at that time.

Cash and Cash Equivalents

The Council considers all highly liquid investments with an original maturity of three months or less to be cash equivalents.

Receivables

Receivables of the Council consist of membership dues receivable, grants and contributions receivable, pledges and other nontrade receivables. Membership dues receivable represent amounts due from members for annual membership dues. An allowance is maintained for all dues receivable with an aging of 60 days or more. All dues that remain uncollected after one year are written off. Allowance for doubtful accounts was \$0 at June 30, 2018.

Beaufort County Arts Council
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended June 30, 2018

Unconditional grants receivable are recognized as revenues in the period the pledge is received. Grants receivable are recorded at net realizable value if expected to be collected in one year and at fair value if expected to be collected in more than one year. Conditional grants receivable are recognized as revenues when the conditions on which they depend are substantially met.

Pledges receivable that are expected to be collected within one year are recorded at their net realizable value. Pledges expected to be collected after one year are recorded at present value.

Income Taxes

The Council is a not-for-profit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and classified by the Internal Revenue Service as other than a private foundation. The Council believes that it has appropriate support for any tax positions taken, and as such, does not have any uncertain tax positions that are material to the financial statements.

The Council's Forms 990, Return of Organization Exempt from Income Tax, are subject to examination by the IRS, generally for three years after they were filed.

NOTE 3 – PRIOR PERIOD ADJUSTMENT

Unrestricted and temporarily restricted net assets at the beginning of the fiscal year have been adjusted due to a clerical error recognized in prior years. The correction has no effect on the results of the current year's activities; however, the cumulative effect increases beginning unrestricted net assets for the fiscal year by \$15,746 and decreases beginning temporarily restricted net assets for the fiscal year by \$15,746.

NOTE 4 – CASH AND CASH EQUIVALENTS

At June 30, 2018, the Council's deposits had a carrying amount of \$53,141. The Council has no policy regarding custodial credit risk for deposits.

NOTE 5 – RECEIVABLES

Membership dues receivable consists of \$2,200. No allowance for uncollectible membership dues has been established according to the current financial policies of the board of directors.

At June 30, 2018 contributors have made unconditional pledges to give \$1,000 to the Council. All pledges are expected to be collected within one year. No allowance for uncollectible pledges is considered necessary.

Other nontrade receivables totaled \$913 at June 30, 2018.

NOTE 6 – ENDOWMENTS

The Council has a 100% beneficial interest in three donor-designated funds established at North Carolina Community Foundation (the Foundation). As of June 30, 2018, the combined market value of these funds was \$60,201. The Foundation is the legal owner of these funds and the assets of the funds are reportable on the Foundation's financial statements. However, the Council has elected to record the

Beaufort County Arts Council
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended June 30, 2018

market value of these funds in the Statement of Financial Position. The Foundation's current spending policy for these funds is to make an annual grant payment calculated on 5% of the "trailing twelve quarter average" of the funds' balances. For the year ended June 30, 2018, \$1,830 in grants were received from these funds.

Changes in endowment net assets as of June 30, 2018 are as follows:

Endowment net assets, beginning of year	\$ 57,994
Distributions	(1,830)
Investment income	2,041
Net appreciation	2,799
Administrative expenses	(803)
Endowment net assets, end of year	<u>\$ 60,201</u>

NOTE 7 – INVESTMENTS

Investment securities are carried at fair value based on quoted prices in active markets (all Level 1 measurements) and consist of the following at June 30, 2018:

	<u>Cost</u>	<u>Fair Value</u>
Exchange traded & closed end shares	\$ 87,987	\$ 88,987
Other investments	<u>3,690</u>	<u>3,690</u>
	<u>\$ 91,677</u>	<u>\$ 92,677</u>

NOTE 8 – PROPERTY AND EQUIPMENT

As of June 30, 2018, property and equipment for the Council was as follows:

Building	\$ 252,439
Equipment	<u>73,748</u>
	326,187
Accumulated depreciation	(78,336)
Property and Equipment (net)	<u>\$ 247,851</u>

Depreciation of property and equipment for the year ended June 30, 2018 amounted to \$10,077.

NOTE 9 – COLLECTIONS

The Council maintains a permanent art collection, which it displays at the gallery and offices of the Council. The collection currently consists of over 100 separate pieces or series of works.

Collection items acquired either through purchase or donation are not capitalized. Purchases of collection items are recorded as decreases in unrestricted net assets if purchased with unrestricted assets and as decreases in temporarily restricted or permanently restricted net assets if purchased with donor-restricted assets. Contributions of collection items are not recognized in the Statement of Activities.

Beaufort County Arts Council
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended June 30, 2018

NOTE 10 – NOTES PAYABLE

Notes payable consists of the following individual issues outstanding at June 30, 2018:

Note payable to Beaufort County Committee of 100, payable in monthly installments of \$1,042, due September 2018. Note is interest free and unsecured.	<u>\$ 1,042</u>
Total long-term notes payable	1,042
Less: current portion	<u>(1,042)</u>
Long-term notes payable, net of current portion	<u>\$ 0</u>

Annual maturities as of June 30, 2018 are as follows:

<u>Year Ending June 30,</u>	<u>Maturities</u>
2019	<u>\$ 1,042</u>
Totals	<u>\$ 1,042</u>

Debt activity for the Council at June 30, 2018 was as follows:

	<u>Beginning</u> <u>Balances</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending</u> <u>Balances</u>
Notes payable	<u>\$ 131,875</u>	<u>\$ 0</u>	<u>\$ 130,833</u>	<u>\$ 1,042</u>

Debt service for the Council for the years ended June 30, 2018 was as follows:

Principal	\$ 130,833
Interest	<u>3,227</u>
Total debt service	<u>\$ 134,060</u>

Total interest expense for the year was \$3,227. The Council did not capitalize any interest.

NOTE 11 – TEMPORARILY RESTRICTED NET ASSETS

At June 30, 2018, temporarily restricted net assets were \$92,677. Temporarily restricted net assets consisted of the following:

Investments held with Edward Jones	<u>\$ 92,677</u>
------------------------------------	------------------

Beaufort County Arts Council
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended June 30, 2018

NOTE 12 – PERMANENTLY RESTRICTED NET ASSETS

At June 30, 2018, permanently restricted net assets were \$60,201. Permanently restricted net assets consisted of the following:

Investments held with N.C. Community Foundation	\$ <u>60,201</u>
---	------------------

NOTE 13 – RISK MANAGEMENT

The Council is exposed to various risks related to torts, theft of, damage to, and destruction of assets, errors and omissions, injuries to volunteers, and natural disasters. The Council carries commercial insurance for all risks of loss. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

NOTE 14 – SUBSEQUENT EVENTS

Management has evaluated subsequent events through January 8, 2019, the date which the financial statements were available to be issued.

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PO Box 634/150 West Main Street
Washington, NC 27889
www.artsofthepamlico.org
Phone 252.946.2504

February 5, 2019

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

Dear Brian,

Thank you for the opportunity to request \$50,000 in funding to partially support the necessary replacement of the theatre roof estimated to cost \$455,000 - \$500,000.

If allocated, County resources would leverage private funds raised to date and help us to match a challenge grant of \$75,000. An application to the Cannon Foundation was submitted in December 2018, and City of Washington and other grant sources are being sought and explored.

Should you have any questions or further needs in regards to this request, please let me know.

Thank you for considering this one time request for support for one of the County's most vibrant economic engines and historic jewel.

Best,

Debra Torrence
Executive Director

Purpose of Request: Replacement of Failing Historic Turnage Theatre Roof Structure & Surface

Background

Over the past two years, AOP's Director has worked with historic preservation partners and an engineer to put a plan in place to define a scope of work and budget to replace the roof structure and surface over the next few years. However, roof leaks have gotten rapidly and progressively worse which are evident because of the regular heavy rainstorms over the past year.

Impact

Failure of the roof would be devastating, requiring we close the entire building, as the architectural integrity of the theatre would be impacted at the main entrances to the first floor. Failure would severely impact income generation for AOP and cause significant hardship and crush momentum in downtown Washington. It would negatively impact the incomes of many artists, art groups, small downtown businesses who support AOP events and theatre employees. It would also threaten fundraising efforts by AOP and community groups who use the theatre to raise critical funds for their organizations as well.

Process

Full replacement of the roof by the end of the year has been deemed necessary with truss failure being imminent. Roof patches have been put in place to buy more time. The water, however, continues to find its way to the lowest point and the patches are now failing. A makeshift interior plastic tarp "water catchment" is in place to stem the tide of leaks. A plan to proceed with the replacement of the roof in partnership with our historic preservation partners was completed in August 2018, which has allowed AOP to go forward in raising funds to replace the failing roof structure and surface.

Leaks are ongoing throughout the building and are speeding up. ServPro was needed just last week to address a large leak in the women's restroom with ceiling tiles being destroyed on an ongoing basis and water damage and potential mold issues increasing in scope and frequency. Leakage in the restored palace theatre, over the chandeliers, on theatre foyer plaster walls and on stage are now visible.

Funding

A grant from the National Historic Trust Fund's Saving Places program provided a \$5,000 grant to AOP, which was matched by a \$5,000 private donation to develop the enclosed structural design plan for the roof. An additional private donation of \$5,000 supported the development of plans for the Vaudeville Theatre, which is integrally linked to the roof structure. Another grant of \$4,700 was provided by the National Historic Preservation Trust Fund to quickly bid out the roof replacement project by mid February 2019. Four local companies have been contacted, with one returning their package to be considered for the project, which could support additional income for our County.

A grant from the Fox Theatre Institute of \$50,000 has been secured and will be received in February 2019 for the roof replacement.

A grant of \$75,000 plus an additional \$75,000 pledge, if matching funds can be raised, has been granted from the Eddie Smith Family Foundation. The first grant has been received.

In addition, necessary requests to Beaufort County and the City of Washington for \$50,000 each, applications to request historic preservation, and private foundation grants will be submitted over the next few months to raise the needed funding. Private donations will also be sought. And finally, a large, outdoor wind sculpture has been donated to AOP to support roof expenses to be raffled off to raise dollars as well. Please see the attached budget highlighting funding being sought for the roof structure and surface replacement.

Tracking Funding Granted

All funding received for this project has and will be deposited and tracked in a separate account with AOP's bank, CresCom Bank.

Timeline

1. Structural Design Plan for Roof (completed July 2018, received August 2018 (Cost: \$10,000 (National Historic Preservation Trust Fund grant, \$5,000 & Private Donor Match, \$5,000)
2. Vaudeville Theatre Design Plans (to ensure integrity in design inclusive of roof to comply with Historic Covenants & confirm estimates for fund development needs completed December 2018 (\$5,000 Private Donor)
3. Roof Structure Replacement Bidding Process leading to Statement of Work (bids being gathered now for review by Feb 15, 2019 (\$4,700 National Historic Preservation Trust Fund grant)
4. Ceiling Joists. (implemented in sequential order) – funding in hand will begin the work as fundraising efforts continue
5. Trusses. (implemented in sequential order)
6. Rafters. (implemented in sequential order)
7. Roofing. (implemented in sequential order)
8. Other Components (as needed). Additional items considered in the scope of work include Masonry repairs at truss bearing points, relocation of electrical components as needed, as well as general conditions items such as insurance, permits, mobilization cost, and debris removal. Provisions for these items are included in the cost estimation.

Beaufort County, North Carolina
REQUEST FOR COUNTY ROOF REPLACEMENT FUNDING SUPPORT

Budget Form 1

Agency: Beaufort County Arts Council, dba Arts of the Pamlico

Amount Requested :\$50,000

	FY-2016-17 Actual	FY-2017-18 Actual	FY-2018-19 Budget	FY-2019-20 projections
REVENUES:				
Requested from Washington	12,960	12,960	13,368 (A)	68,500*
Federal				30,000*
State	47,203	37,381	31,687 (A)	28,000
County	20,000	23,000	21,000 (A)	70,000*
United Way				
All Cities/Towns other than Washington	2,000			2,000
Other:				
Donations/Fundraisers	102,917	144,903	145,000	145,000
Fees/Dues	50,830	31,070	35,000	55,000
Sales	76,461	155,568	150,000	150,000
Mortgage Payoff Fundraiser		119,500		
Roof Fundraiser				300,000*
Miscellaneous	228,170	25,508	2,933	6,500
Beginning Balance (Deficit)	-127,220	4,129	8,340	
TOTAL:	413,321	554,019	407,328	855,000
EXPENSES:				
Personal Services		172,397	170,000	175,000
Programs Services		10,136	30,500	53,000
Contractual Services	47,280	46,725	50,000	455,000 *
Commodities & Supplies	85,619	108,168	110,000	110,000
Fundraisers		2,500	12,000	12,000
Mortgage Payoff		119,500		
Capital				
Other	276,293	84,104	33,028	50,000
TOTAL:	409,192	543,530	405,528	855,000

*Additional fund requests and expense for failing roof replacement

Organizational Data

Executive Director: Debra Torrence President: Lynda Lane Treasurer: Mia Williams
 Other Officers: Reg Smith, Linda Boyer, Roland Wyman, Ed Mann, Rebecca Clark, Sue Nicholson, Susan Bracken, Lisa Hodges, Bill Cummings, Virginia Finnerty, Heather Theinpont, Gayle Watson, Jeffrey Phipps
 Ex Officio Members of Board: Ashley Padgett (Beaufort Co Schools) & Erick Green, ECU

Completed by: Debra A. Torrence Date 2/1/19
 (Signature)

Debra Torrence, Executive Director
 (Name/Title)

Request for Service Expansion

Title of Service Expansion: Beaufort/Hyde Partnership for Children

Name of Department: Outside Agency

Purpose and Justification: Agency has requested funding. This is a new funding request.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$10,000.00	New funding request
Capital Outlay		
Total Expenditures	\$10,000.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$10,000.00</i>	

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Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Beaufort/Hyde Partnership for Children, Inc. Amount Requested \$ 10,000

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimated Actual Expenses	FY2019-20 Budget Request
REVENUES:				10,000
Requested from Beaufort County				
Federal	17,126	19,126	19,126	19,126
State	1,419,163	1,509,089	1,513,089	1,513,089
Cities/Towns				
United Way				
Other Counties excluding Beaufort County				
Other:	55,844.00	46,000	46,000	40,000
Donations/Fundraisers				
Fees/Dues	2,612.00	3,100	3,100	3,100
Sales	200.00			
Miscellaneous	3524.00	3,000	3,000	3,000
Beginning Balance (Deficit)		13,656	13,656	
TOTAL:	1,498,469	1,593,971	1,597,971	1,588,315
EXPENSES:				
Salaries and Benefits	492,870	530,489	536,845	536,845
Program Services	98,548	88,000	85,766	87,682
Contractual Services	875,514	960,788	960,788	950,788
Commodities & Supplies	12,809	12,622	12,500	13,000
Fundraisers				
Capital				
Other	2,072	2,072	2,072	
TOTAL:	1,484,813	1,593,349	1,597,971	1,588,315

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.

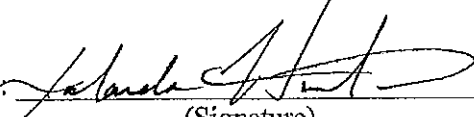
Contractual Services- We contract with both Beaufort and Hyde County Schools for NC PreK to provide slot funding.

Other- Sales tax

In FY 17-18 we received a private grant that runs on a different grant year than we normally do causing us to have a total balance of \$13,656 at the end of that fiscal year. Therefore, causing us to have a beginning balance of \$13,656 for FY 18-19. We will not have any carryover fund/ grants going into FY 19-20.

Organizational Data

President: Evan Lewis
Executive Director: Jessica Burnham
Treasurer: James McIntyre Sr.
Other Officers: James Madson, Dave Loope

Completed by: 
(Signature)

Date: 4-17-19

Jolanda Hunter
(Name)

Fiscal Affairs Administrator Phone: 252-975-4647 ext. 4
(Title)

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Beaufort/Hyde Partnership for Children

1. WHOM DO YOU SERVE?	Fiscal 2017-18 Last Yr Actual	Fiscal 2018-19 This Yr Estimated	Fiscal 2019-20 Next Yr Projected
Unduplicated count of individuals served (<i>if family, please count individual members</i>) TOTAL:		30	30
1a. Total continuing from previous fiscal year		11	19
1b. Total new for the year		19	11
1c. Total terminated during the year		4 (graduation)	
2. RESIDENCE OF PARTICIPANTS TOTAL:		30	30
2a. Washington		21	21
2b. Washington Park			
2c. Chocowinity		6	6
2d. Bath			
2e. Belhaven		3	3
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown			
3. AGE GROUP TOTAL:		30	30
3a. Infants through 4 years of age		10	10
3b. 5 through 12 years of age			
3c. 13 through 17 years of age		20	20
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:		30	30
4a. Below official poverty level (\$12,000)		30	30
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:		30	30
5a. Male		3	3
5b. Female		17	17
5c. Not recorded		10	10

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 35 teen pregnancies among our teens in 2017 according to (<http://www.shiftnc.org/data/map/beaufort>). The teen pregnancy rate in 2017 ranked Beaufort County 48th among 100 counties with a rate 19.4 pregnancies/1000 above the state rate. The percent of repeat

pregnancies is 17.1% for Beaufort County. 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 15-19, 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.
3. Preterm delivery rates among pregnant students 15-19 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:

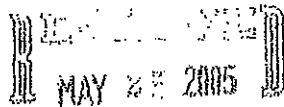
Jessica Burnham - Executive Director
Printed Name & Position

 4/17/19
Signature & Date

Internal Revenue Service

Date: May 23, 2005

BEAUFORT HYDE PARTNERSHIP FOR
CHILDREN
% LISA WOOLARD
211 B N MARKET ST
WASHINGTON NC 27889-0000 000



BY.....

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:

Ms. Wallace 31-04021
Customer Service Specialist

Toll Free Telephone Number:

8:30 a.m. to 5:30 p.m. ET
877-829-5500

Fax Number:

513-263-3756

Federal Identification Number:

56-1992257

Dear Sir or Madam:

This is in response to your request of April 27, 2004, regarding your organization's tax-exempt status.

In November 1998 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,

Janna K. Skufca, Director, TE/GE
Customer Account Services

**Beaufort/Hyde Partnership for Children
 Unaudited Statement of Functional Expenditures - Modified Cash Basis
 For the Year Ended June 30, 2018**

Exhibit B

	Total	Personnel	Contracted Services	Supplies and Materials	Other Operating Expenditures	Fixed Charges and Other Expenditures	Property and Equipment Outlay	Services/Contracts/Grants
Smart Start Funds:								
Programs:								
Child Care and Education Quality	\$ 163,151	\$ 112,627	\$ 10,656	\$ 7,578	\$ 7,774	\$ 21,658	\$ 608	\$ 2,250
Family Support	151,654	131,096	25	1,643	9,336	7,708	491	1,355
Health and Safety	53,315	50,152	0	118	914	2,118	13	0
NC Pre-K	20,611	0	0	0	0	0	0	20,611
	<u>388,731</u>	<u>293,875</u>	<u>10,681</u>	<u>9,339</u>	<u>18,024</u>	<u>31,484</u>	<u>1,112</u>	<u>24,216</u>
Support:								
Management and General	120,163	101,595	886	26	6,138	10,798	622	0
Program Coordination and Evaluation	27,209	24,385	0	1,342	374	1,102	6	0
	<u>147,372</u>	<u>126,080</u>	<u>886</u>	<u>1,368</u>	<u>6,512</u>	<u>11,898</u>	<u>628</u>	<u>0</u>
	<u>\$ 536,103</u>	<u>\$ 419,955</u>	<u>\$ 11,567</u>	<u>\$ 10,707</u>	<u>\$ 24,536</u>	<u>\$ 43,382</u>	<u>\$ 1,740</u>	<u>\$ 24,216</u>
Total Smart Start Fund Expenditures								
Other Funds:								
Programs:								
Child Care and Education Quality	\$ 2,386	\$ 0	\$ 0	\$ 622	\$ 371	\$ 1,213	\$ 180	\$ 0
Family Support	19,873	9,214	345	1,068	4,976	2,630	273	1,367
Health and Safety	26,607	14,508	0	0	492	192	0	11,415
NC Pre-K	894,129	49,193	731	354	742	1,584	9	841,516
	<u>942,995</u>	<u>72,915</u>	<u>1,076</u>	<u>2,044</u>	<u>6,581</u>	<u>5,619</u>	<u>462</u>	<u>854,298</u>
Support:								
Management and General	3,643	0	0	58	338	3,247	0	0
Program Coordination and Evaluation	0	0	0	0	0	0	0	0
	<u>3,643</u>	<u>0</u>	<u>0</u>	<u>58</u>	<u>338</u>	<u>3,247</u>	<u>0</u>	<u>0</u>
Other:								
Sales Tax Paid	2,072	0	0	2,072	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>\$ 946,638</u>	<u>\$ 72,915</u>	<u>\$ 1,076</u>	<u>\$ 2,102</u>	<u>\$ 6,919</u>	<u>\$ 8,866</u>	<u>\$ 462</u>	<u>\$ 854,298</u>

The accompanying notes are an integral part of the financial statements.

Beaufort/Hyde Partnership for Children

Unaudited Statement of Receipts, Expenditures, and Net Assets - Modified Cash Basis

For the Year Ended June 30, 2018

Exhibit A

	Unrestricted Funds		Temporarily Restricted Funds	Total Funds
	Smart Start Funds	Other Funds		
Receipts:				
State Awards and Contracts	\$ 536,103	\$ 883,060	\$ 0	\$ 1,419,163
Federal Awards	0	17,126	0	17,126
Local Awards	0	0	0	0
Private Contributions	0	5,887	44,683	50,570
Special Fund Raising Events	0	5,274	0	5,274
Interest and Investment Earnings	0	112	157	269
Sales Tax Refunds	0	3,255	0	3,255
Other Receipts	0	2,812	0	2,812
Total Receipts	536,103	917,526	44,840	1,498,469
Net Assets Released from Restrictions:				
Satisfaction of Program Restrictions	0	28,059	(28,059)	0
Expiration of Time Restrictions				0
	536,103	945,585	16,781	1,498,469
Expenditures:				
Programs:				
Child Care and Education Affordability	0	0	0	0
Child Care and Education Quality	163,151	2,386	0	165,537
Family Support	151,654	19,873	0	171,527
Health and Safety	53,315	26,607	0	79,922
NC Pre-K	20,611	894,129	0	914,740
Support:				
Fund Raising	0	0	0	0
Management and General	120,163	5,715	0	125,878
Program Coordination and Evaluation	27,209	0	0	27,209
Other:				
Refund of Prior Year Grant	0	0	0	0
Sales Tax Paid	0	0	0	0
Total Expenditures	536,103	948,710	0	1,484,813
Excess/Deficiency of Receipts Over Expenditures	0	(3,125)	16,781	13,656
Net Assets at Beginning of Year	0	74,141	45,498	119,639
Net Assets at End of Year	\$ 0	\$ 71,016	\$ 62,279	\$ 133,295
Net Assets Consisted of:				
Cash and Cash Equivalents	\$ 0	\$ 42,873	\$ 45,236	\$ 88,109
Investments	174	28,143	17,043	45,360
Refunds Due From Contractors	0	0	0	0
	174	71,016	62,279	133,469
Less: Due to State	174	0	0	174
Funds Held for Others	0	0	0	0
TOTAL NET ASSETS	\$ 0	\$ 71,016	\$ 62,279	\$ 133,295

The accompanying notes are an integral part of the financial statements.

Request for Service Expansion

Title of Service Expansion: Belhaven Memorial Museum

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	\$2,000.00	Additional funds requested by agency above current year allocation of \$1,000.
Capital Outlay		
Total Expenditures	\$2,000.00	

Revenue to offset Costs		
Total Cost of Service Expansion	\$2,000.00	

Beaufort County, North Carolina

REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Belhaven Museum Amount Requested \$ 3,000⁰⁰

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimated Actual Expenses	FY2019-20 Budget Request
REVENUES:				
Requested from Beaufort County	3000	3000 ⁰⁰	3000 ⁰⁰	3000 ⁰⁰
Federal				
State				
Cities/Towns <u>Belhaven</u>	6,500	6,500	6,500	14,500
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	9,500	9,500	9,500	14,500
EXPENSES:				
Salaries and Benefits	8,913 ⁰⁰	9,000 ⁰⁰	8,913 ⁰⁰	16,640
Program Services				
Contractual Services			500	500
Commodities & Supplies			50	50
Fundraisers				
Capital				
Other				
TOTAL:			9463 ⁰⁰	17,190

Organizational Data

President:
Executive Director:
Treasurer
Other Officers:

Completed by: *John Britt*
(Signature)

Date: 4/17/19

John Britt
(Name)

Acknowledgment -254-
(Title)

Phone: 252-756-5631

Town of Belhaven, North Carolina

PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Belhaven Memorial Museum

1. WHOM DO YOU SERVE?	Fiscal 2017-18 Last Yr Actual	Fiscal 2018-19 This Yr Estimated	Fiscal 2019-20 Next Yr Projected
<u>Beaufort County of the World</u>			
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	517	119	535
1a. Total continuing from previous fiscal year	0	0	
1b. Total new for the year	517	119	
1c. Total terminated during the year	0	0	
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington			
2b. Washington Park			
2c. Chocowinity			
2d. Bath			
2e. Belhaven + NC	354	96	400
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown	163	23	135
3. AGE GROUP TOTAL:	517	119	535
3a. Infants through 4 years of age			
3b. 5 through 12 years of age	DNK		
3c. 13 through 17 years of age	DNK		
3d. 18 through 29 years of age	DNK		
3e. 30 through 64 years of age	DNK		
3f. 65 and over	DNK		
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)	DNK		
4b. At or near poverty level	DNK		
4c. Middle income (\$30,000)	DNK		
4d. Upper income (\$60,000)	DNK		
4e. Not known or not applicable	DNK		
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded			

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Baldover Memorial Museum

Contact Information: John Britt Acting Director - 252-756-5631

3402 Dillard St, Greenville NC

Amount Requested: 3000.00

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.

These appropriations will be used to pay
our debt of the museum and any other
general bills that are needed to keep the
Baldover Memorial Museum open.

Completed By: John Britt Acting Director
Printed Name & Position

[Signature] JB 4-17-19
Signature & Date

Request for Service Expansion

Title of Service Expansion: Beaufort Hyde Martin (BHM) Regional 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	\$21,630.00	Additional funds requested by agency above current year allocation of \$216,300.
Capital Outlay		
Total Expenditures	\$21,630.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$21,630.00	

BHM Regional Library, Inc.

158 N Market St.

Washington, NC 27889

(252) 946-6401



Brian Alligood
Beaufort County Manager
February 28, 2019

Dear Brian,

I am writing behalf of the BHM Regional Library to request an appropriation from Beaufort County for the fiscal year 2019-2020. This appropriation finances the operation of four branch libraries within the county and a share of support for regional expenses.

This year, we are requesting an increase of \$21,630 for a total appropriation of \$237,930. These funds would allow for a cost of living adjustment and/or potential merit raise for employees at each of the Beaufort County Libraries. As part of our Five Year Plan we are also requesting additional funds to continue expanding the book budgets at each location. These funds support the purchase of everything from toddlers' board books to popular teen fiction. Book budgets in Beaufort County have been low since state budget cuts began in 2008, and our children's collections are in need of current and appealing titles for young readers. The new Youth Services Librarian is currently planning programming for the upcoming Summer Reading Program; the theme for 2019 is "A Universe of Stories".

The last part of our request is for funds to purchase new computers for public access. The State Library recommended guideline is for Libraries to replace public computers every 3 years and staff computers every 5 years. Equipment and technology at each location is quickly becoming outdated and there is a need for an upgrade. With the 2020 Census the population is expected to participate electronically and these upgrades will allow Beaufort County Libraries the ability to meet the expected increase of patron usage during this important community event.

BHM would like to thank Beaufort County and the Beaufort County Commissioners for their continued support. Enclosed is a copy of our preliminary budget along with the required Budget Forms 1-3. Please contact me if you have any questions, and I look forward to seeing you at an upcoming Commissioners' Meeting.

Sincerely,

A handwritten signature in black ink that reads "Amanda Corbett".

Amanda Corbett
Director, BHM Regional Library
acorbett@bhmlib.org
252-964-4501 ext. 11

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Beaufort Hyde Martin Regional Library Amount Requested \$ 237,930

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimated Actual Expenses	FY2019-20 Budget Request
REVENUES:	208,500	216,300	216,300	237,930
Requested from Beaufort County				
Federal				
State	302,831	299,988	299,988	299,988
Cities/Towns	119,650	121,750	121,750	131,950
United Way	0	0	0	
Other Counties excluding Beaufort County	141,232	155,194	155,194	171,733
Other:				
Donations/Fundraisers				
Fees/Dues		12,000	12,000	12,000
Sales				
Miscellaneous	69,200	69,200	69,200	69,200
Beginning Balance (Deficit)				
TOTAL:	841,413	874,432	874,432	922,801
EXPENSES:				
Salaries and Benefits	613,599	630,396	630,396	655,383
Program Services				
Contractual Services				
Commodities & Supplies				
Fundraisers	0	0	0	0
Capital				
Other	227,814	244,036	244,036	267,418
TOTAL:	881,512	874,432	874,432	922,801

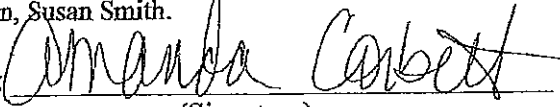
Organizational Data

Board Chairman: Penny Sermons

Executive Director: Amanda Corbett

Finance Officer: Amy Asby

BHM Board Members: Penny Sermons, Jerry Langley, Bill Schaefer, Sudie Reason, Cherie Taylor, Phyllis Parker, Betty Burlison, Liz Hotchkiss, Gwen Mullen, Angela Roebuck, Patricia Moore, Susan N. Simpson, Susan Smith.

Completed by: 
 (Signature)

Date: 2/28/2019

Amanda Corbett

(Name)

Director

(Title)

Phone: 252-946-6401 ext. 11

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Beaufort Hyde Martin Regional Library

1. WHOM DO YOU SERVE?	Fiscal 2017-18 Last Yr Actual	Fiscal 2018-19 This Yr Estimated	Fiscal 2019-20 Next Yr Projected
Unduplicated count of individuals served (<i>if family, please count individual members</i>) TOTAL:			
1a. Total continuing from previous fiscal year	23,800	23,800	25,300
1b. Total new for the year			1,500
1c. Total terminated during the year	0		
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington			
2b. Washington Park	18,315	18,315	
2c. Chocowinity			
2d. Bath	1,582	1,582	
2e. Belhaven	3,065	3,065	
2f. Aurora	827	827	
2g. Pantego	681	681	
2h. Pinetown	509	509	
2i. Outside Beaufort County or Unknown			
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age	1,292	1,292	
3c. 13 through 17 years of age	284	284	
3d. 18 through 29 years of age			
3e. 30 through 64 years of age	6,377	6,377	
3f. 65 and over			
3g. Not known or not applicable	15,847	15,847	
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	4,007	20,238	
5. SEX TOTAL:			
5a. Male	5,499	5,499	
5b. Female	7,775	7,775	
5c. Not recorded	10,526	10,526	

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Beaufort Hyde Martin Regional Library

Contact Information: 158 N. Market St.

Washington, NC 27889

Amount Requested: \$237,930

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.

Please see attached letter and budget.

Completed By: Amanda Corbett - Director
Printed Name & Position

Amanda Corbett 2/28/2019
Signature & Date

**BHM REGIONAL LIBRARY
BEAUFORT COUNTY FUNDS
PRELIMINARY BUDGET 2019-2020**

INCOME

Beaufort County	10% increase	237,930
Town of Aurora		4,150
Town of Belhaven		7,100
Town of Bath		3,000
		<hr/>
TOTAL:		\$252,180

EXPENSES

\$161,751

Personnel:

Salaries & benefits for Aurora Library Branch Manager-full-time, 1 Library Assistant I-part-time, 1 Library Clerk-part-time; Bath Library Branch Manager part-time, 2 part-time Library Clerks, 1 Library Assistant 1 part-time; Belhaven Library Branch Manager full-time, 1 Library Clerk part-time, 1 Library Assistant part-time; Hdqs. Library 2 Library Clerks part-time, 1 Courier

129,955	Total Salaries
9,942	FICA
16,607	Health Insurance
109	Life Insurance
5,138	Retirement

11,500	Books - Lease/Standing order plans for Aurora, Bath, Belhaven, and the HQ collection
8,000	Children's Books - Aurora, Bath, Belhaven & HQ
400	Periodicals - Aurora, Bath, Belhaven
600	Audibooks - Bath
3,000	DVDs - Aurora, Belhaven
8,000	Internet and Phone - 100mb Ethernet for Aurora, Bath, Belhaven and HQ
1,100	Copier Contracts
16,000	Rent and Maintenance - HQ Library, Bath Library; PO Boxes - Aurora, Bath
4,000	Equipment
10,000	Utilities
4,024	Supplies
23,805	Regional Expenses
<hr/>	
\$252,180	TOTAL EXPENSE

Beaufort County's per capita share of support for Regional expenses **\$23,805**

Regional Expenses are expenses shared by three counties, but not in the State Budget. Regional Expenses include salary and benefits for a System Administrator and equipment expenses.

The division of regional expenses paid with county funds amounts to .50 per capita

	<u>POPULATION</u>	<u>PER CAPITA</u>	
Beaufort	47,610	\$ 23,805	Population figures US Census Bureau 2016
Hyde	5,621	\$ 2,811	
Martin	23,606	\$ 11,803	
	<hr/>	<hr/>	
	76,837	\$ 38,419	

Request for Service Expansion

Title of Service Expansion: Boys & Girls Clubs of the Coastal Plain

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	\$10,000.00	Additional funds requested by agency above recurring annual allocation of \$40,000.
Capital Outlay		
Total Expenditures	\$10,000.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$10,000.00</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Boys & Girls Clubs of the Coastal Plain

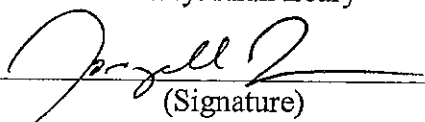
Amount Requested \$50,000

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimated Actual Expenses	FY2019-20 Budget Request
REVENUES:				
Requested from Beaufort County	50000	50000		50000
Federal	8000	8000		8000
State	17642	17200		15000
Cities/Towns	23328	15000		20000
United Way	15000	10000		12000
Other Counties excluding Beaufort County				
Other:	414113	277500		235100
Donations/Fundraisers				
Fees/Dues	5398	6750		11250
Sales				
Miscellaneous	360			
Beginning Balance (Deficit)				
TOTAL:	533841	384450		351350
EXPENSES:				
Salaries and Benefits	121358	114370	131961	170926
Program Services	478	1200	8942	10300
Contractual Services				
Commodities & Supplies	16578	15700	20347	17450
Fundraisers	1044	2000	1441	1500
Capital				
Other	189343	138266	160354	206850
TOTAL:	328801	271536	323045	407026

Organizational Data

President: Board Chair: Bynum Satterwhite
 Executive Director: President/CEO: Kimberly Boyd
 Treasurer: Paul Anderson
 Other Officers: Vice Chair -- Michael Smith
 Secretary: Alan Leary

Completed by: _____


 (Signature)

Denzell Jones

(Name)

Chief Operating Officer
 (Title)

Date: _____

2/8/19

Phone: (252) 355-2345 ext 203

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Boys & Girls Clubs of the Coastal Plain

1. WHOM DO YOU SERVE?	Fiscal 2017-18 Last Yr Actual	Fiscal 2018-19 This Yr Estimated	Fiscal 2019- 21500 Next Yr Projected
Unduplicated count of individuals served (<i>if family, please count individual members</i>)			
TOTAL:	171	260	265
1a. Total continuing from previous fiscal year	108	130	145
1b. Total new for the year	63	130	120
1c. Total terminated during the year	85	110	100
2. RESIDENCE OF PARTICIPANTS			
TOTAL:	171	260	265
2a. Washington	122	146	150
2b. Washington Park	0	0	0
2c. Chocowinity	3	7	8
2d. Bath	0	5	5
2e. Belhaven	31	80	80
2f. Aurora	2	1	3
2g. Pantego	6	14	15
2h. Pinetown	0	1	0
2i. Outside Beaufort County or Unknown	7	6	4
3. AGE GROUP			
TOTAL:	171	260	265
3a. Infants through 4 years of age	0	0	0
3b. 5 through 12 years of age	136	184	188
3c. 13 through 17 years of age	34	76	77
3d. 18 through 29 years of age	1	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:	171	260	265
4a. Below official poverty level (\$12,000)	99	130	140
4b. At or near poverty level	39	62	70
4c. Middle income (\$30,000)	33	68	55
4d. Upper income (\$60,000)	0	0	0
4e. Not known or not applicable	0	0	0
5. SEX			
TOTAL:	171	260	265
5a. Male	104	152	150
5b. Female	67	108	115
5c. Not recorded	0	0	0

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Boys & Girls Clubs of the Coastal Plain – Belhaven and Washington Units

Contact Information: Lorene Jackson, Chief Development Officer and Senior Vice President
621 W. Firetower Road; Winterville, NC 28590
252-355-2345 ext 214 LJackson@bgccp.com

Amount Requested: \$50,000

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.

Belhaven and Washington Units of Boys & Girls Clubs of the Coastal Plains are grateful for previous financial support provided by Beaufort County. We are requesting \$50,000 for the 2019-2020 fiscal year to support general operating costs which allows us to keep the Club open and serving youth, both during the academic year and the summer. Funding received by Beaufort County will be utilized to pay a portion of the following budgeted expenses: staff salaries (\$155,626); program services (\$3,800); and supplies (\$12,800).

Beaufort County Units had a 2018 annual membership of 271 members, ages 6-18, and serves approximately 95 members daily. Of those, 42% are female and 58% are male; 82% are African American, 6% are Caucasian, 6% are Hispanic and 6% are Bi-racial; 97% qualify for free or reduced school lunch; 70% live in single-parent households; and 89% live in a home with a household income below \$25,000.

Both Units are open from 2:30-7:00 p.m., Monday through Friday during the school year and from 7:00 a.m.-6:00 p.m. during non-school days (teacher workdays, ½ school days, and some holidays) and summer. Other options for afterschool care would far exceed the annual academic year membership fee of \$100 in Washington and \$25 in Belhaven, and free summer membership at both Units. No child is ever turned away for inability to pay the membership fee.

At the heart of the Boys & Girls Club, experience for youth is a set of targeted programs that help youth to achieve success in the three Priority Outcome Areas: **Academic Success, Healthy Lifestyles, and Good Character and Citizenship.**

Academic Success:

- **Power Hour – Making Minutes Count** – helps Club members, ages 6-18, 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 Estuarium, STEM opportunities are offered to middle school Club members year-around.
- **Workforce Readiness** – programming opportunities will provide hard and soft skills to our middle and high school members. We will implement Career Launch (helps young people explore a variety of careers, make sound educational decisions, and prepare for the world of work), Money Matters (promotes financial responsibility and independence among Club members, ages 13 – 18, by building their basic money management skills, and the opportunity to tour college and university campuses exposing members to career opportunities.

Healthy Lifestyles:

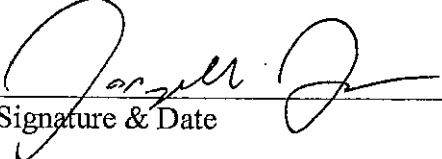
- **Child and Adult Care Food Program (CACFP)**: is a USDA funded program that provides reimbursement dollars to organizations that feed their selected population. Participating organizations must meet the USDA guidelines in regard to the types of food served, portion size, and serving times. All youth in the organization benefits from this program, with the ability to receive a snack and dinner daily. In 2018, 12,917 healthy meals and 5,767 healthy snacks were served to Club members at the Beaufort County Units. In a county in which 23% 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** – is Boys & Girls Clubs of America's comprehensive health and wellness initiative that strives to improve the overall health of members, ages 6-18, by increasing their daily physical activity, teaching them good nutrition and helping them develop healthy relationships.
- **SMART Moves** – is nationally acclaimed prevention program. Revised in 2011, 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 and premature sexual activity.
- **Street SMART** – educates pre-adolescents about the destructive lifestyles of gangs and develops resistance and refusal skills. It consists of four program areas – gang awareness and prevention, conflict resolution, valuing differences, and peer leadership training.

Good Character & Citizenship:

- **Torch Club** – is 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 year.

Completed By: Donyell Jones, Chief Operating Officer
Printed Name & Position

 2/8/19
Signature & Date



OGDEN UT 84201-0029

In reply refer to: 4077550277
June 01, 2015 LTR 4168C 0
56-0927694 000000 00
00031968
BODC: TE

BOYS & GIRLS CLUBS OF THE COASTAL
PLAIN INC
621 W FIRE TOWER RD
WINTERVILLE NC 28590-9232



019781

Employer Identification Number: 56-0927694
Person to Contact: Ms Benjamin
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Apr. 22, 2015, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in March 1971.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

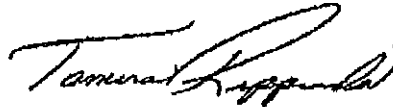
Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

4077550277
June 01, 2015 LTR 4168C 0
56-0927694 000000 00
00031969

BOYS & GIRLS CLUBS OF THE COASTAL
PLAIN INC
621 W FIRE TOWER RD
WINTERVILLE NC 28590-9232

If you have any questions, please call us at the telephone number
shown in the heading of this letter.

Sincerely yours,



Tamera Ripperda
Director, Exempt Organizations

BOYS & GIRLS CLUBS OF THE
COASTAL PLAIN, INC.
FINANCIAL STATEMENTS
AS OF DECEMBER 31, 2017 and 2016

WILSON, JONES & GRIFFIN, P. A.
CERTIFIED PUBLIC ACCOUNTANTS

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
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FOR THE YEAR ENDED DECEMBER 31, 2017

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WILSON, JONES & GRIFFIN, P.A.

CERTIFIED PUBLIC ACCOUNTANTS

P. O. Box 1865
114 E. 2nd Street
Washington, North Carolina 27889
(252) 946-0545
Fax (252) 974-0118

MEMBER

North Carolina Association
and American Institute of
Certified Public Accountants

R. LEWIS JONES, C.P.A.
ROBERT T. GRIFFIN, JR., C.P.A.

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of
Boys & Girls Clubs of the Coastal Plain, Inc.
Winterville, North Carolina

Report on the Financial Statements

We have audited the accompanying financial statements of Boys & Girls Clubs of the Coastal Plain, Inc. (a nonprofit organization) which comprise the statements of financial position as of December 31, 2017 and 2016, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Boys & Girls Clubs Coastal Plain, Inc. as of December 31, 2017 and 2016, and the results of its operations and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Wilson, Jones & Griffin, P.A.

Wilson, Jones & Griffin, P.A.

Certified Public Accountants

August 17, 2018

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
STATEMENTS OF FINANCIAL POSITION
AS OF DECEMBER 31, 2017 and 2016

ASSETS		2017	2016
Current Assets			
Cash and Cash Equivalents	\$	2,623,882	1,151,453
Prepaid Expenses		32,449	26,086
Grant Income Receivable		355,785	133,293
Receivable-Other		41,092	10,710
Total Current Assets		3,053,208	1,321,542
 Property and Equipment			
Land		1,148,375	1,148,375
Buildings		7,080,120	5,726,992
Buildings & Leasehold Improvements		1,152,036	642,606
Vehicles		499,741	282,163
Furniture & Fixtures		147,708	43,466
Equipment		185,494	168,945
Computer Software		6,120	2,765
		10,219,594	8,015,312
Less: Accumulated Depreciation		(3,697,850)	(2,580,732)
Total Property and Equipment		6,521,744	5,434,580
 Other Assets			
Cash Value - Life Insurance Policies		28,647	28,959
Total Other Assets		28,647	28,959
Total Assets		9,603,599	6,785,081

The Accountant's Report and accompanying notes are integral parts of these financial statements.

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
STATEMENT OF FINANCIAL POSITION
AS OF DECEMBER 31, 2017 and 2016

LIABILITIES AND NET ASSETS

	2017	2016
Current Liabilities		
Accounts Payable	\$ 163,895	61,350
Payroll Taxes Payable	38,171	26,706
Accrued Payroll	43,074	50,907
Total Current Liabilities	245,140	138,963
Net Assets		
Unrestricted Net Assets	8,482,842	5,889,789
Temporarily Restricted Net Assets	247,778	99,800
Permanently Restricted Net Assets	627,839	656,529
Total Net Assets	9,358,459	6,646,118
Total Liabilities and Net Assets	9,603,599	6,785,081

The Accountant's Report and accompanying notes are integral parts of these financial statements.

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2017 and 2016

	2017	2017	2017	2017	2016
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total Net Assets	Total Net Assets
Net Assets					
Revenues and Gains					
Public Support:					
Contributions	\$ 2,864,817	\$ 177,452	\$	\$ 3,042,269	\$ 1,673,332
Contributions – United Way	121,534			121,534	125,568
Contributions- In-Kind	116,500			116,500	52,000
	<u>3,102,851</u>	<u>177,452</u>	<u>-</u>	<u>3,280,303</u>	<u>1,850,900</u>
Revenue:					
Membership	159,473	-	-	159,473	138,278
Grants	621,853	92,400	-	714,253	480,510
Government Support	984,601	-	-	984,601	682,049
Facilities Rental	53,130	-	-	53,130	42,315
Miscellaneous Revenue	41,836	-	-	41,836	39,258
Fundraising Income	273,954	-	-	273,954	320,324
Gain on Sale of Assets	-	-	-	0	2,500
Released From Restrictions	150,564	(121,874)	(28,690)	0	0
	<u>2,285,411</u>	<u>(29,474)</u>	<u>(28,690)</u>	<u>2,227,247</u>	<u>1,705,234</u>
Total Revenues and Gains	5,388,262	147,978	(28,690)	5,507,550	3,556,134
Expenses					
Program Services	3,489,674	-	-	3,849,674	3,013,448
Supporting Services					
Management and General	418,173	-	-	418,173	334,179
Fundraising Expense	585,809	-	-	585,809	359,913
Total Expenses	<u>4,853,656</u>	<u>-</u>	<u>-</u>	<u>4,853,656</u>	<u>3,707,540</u>
Increase (Decrease) in Net Assets	534,606	147,978	(28,690)	653,894	(151,406)
Merger w/ B&G Club Coastal Car.	2,058,445			2,058,445	0
Net Assets at Beginning of the Year	<u>5,889,791</u>	<u>99,800</u>	<u>656,529</u>	<u>6,646,120</u>	<u>6,797,524</u>
Net Assets at the End of the Year	<u>\$ 8,482,842</u>	<u>\$ 247,778</u>	<u>\$ 627,839</u>	<u>\$ 9,358,459</u>	<u>\$ 6,646,118</u>

The Accountant's Report and accompanying notes are integral parts of these financial statements.

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
STATEMENTS OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2017 and 2016

	2017	2016
Cash flows from operating activities:		
Cash received from donors	\$ 3,128,312	\$ 1,850,900
Cash received from service recipients (internal)	261,888	222,334
Cash received from service recipients (external)	984,601	682,049
Cash received from fundraisers	273,954	320,324
Cash grants received	491,761	405,975
Cash paid to employees and suppliers (programs)	(3,473,326)	(2,688,038)
Cash paid to employees and suppliers (mgmt. & general)	(395,695)	(307,299)
Cash paid to employees and suppliers (fundraisers)	(527,594)	(350,615)
Net cash provided by operating activities	743,901	135,630
Cash flows from investing activities:		
Purchase of Fixed Assets	(162,273)	(109,615)
Net cash provided by investing activities	(162,273)	(109,615)
Cash flows from financing activities:		
Cash transferred in-Merger	890,802	-
Net cash provided by financing activities	890,802	-
Net increase (decrease) in cash and cash equivalents	1,472,430	26,015
Cash and cash equivalents at beginning of year	1,151,452	1,125,437
Cash and cash equivalents at end of year	\$ 2,623,882	\$ 1,151,452
Reconciliation of change in net assets to net cash provided by operating activities:		
Change in net assets	\$ 653,894	\$ (151,406)
Adjustments to reconcile change in net assets to net cash used by operating activities:		
Depreciation	305,577	242,159
(Increase) decrease in current assets	(321,747)	62,812
Increase (decrease) in current liabilities	106,177	(17,935)
Net cash provided by operating activities	\$ 743,901	\$ 135,630

The Accountant's Report and accompanying notes are integral parts of these financial statements.

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
SCHEDULE OF FUNCTIONAL EXPENSES
FOR THE TWELVE MONTHS ENDED DECEMBER 31, 2017

Page 1 of 2

	Program Services	Mgmt. & General	Fundraising	2017 Totals
Salaries & Wages	\$ 1,813,136	188,495	270,218	2,271,849
Employee Benefits	166,554	31,821	54,121	252,496
Payroll Taxes	168,496	14,418	22,422	205,336
Total Cost of Employees	2,148,186	234,734	346,761	2,729,681
Professional Fees	46,970	112,002	35,229	194,201
Program Supplies/Services	176,125	5,894	0	182,019
Program Food	370,987	0	0	370,987
Office Expenses	71,706	25,200	14,299	111,205
Occupancy	569,632	4,777	3,907	578,316
Equipment Costs	109,003	10,993	13,005	133,001
Professional Development	16,756	10,311	15,896	42,963
Dues	11,919	1,445	10,989	24,353
Special Events	0	0	94,948	94,948
Campaign Expense	0	0	47,092	47,092
Miscellaneous	28,254	10,780	279	39,313
	3,549,538	416,136	582,404	4,548,079
Depreciation Expense	300,136	2,037	3,405	305,577
Total Expenses	3,849,674	418,173	585,809	4,853,656

The Accountant's Report and accompanying notes are integral parts of these financial statements.

BOYS & GIRLS CLUBS COASTAL PLAIN, INC.
SCHEDULE OF FUNCTIONAL EXPENSES
FOR THE TWELVE MONTHS ENDED DECEMBER 31, 2016

Page 2 of 2

	Program Services	Mgmt. & General	Fundraising	2016 Total
Salaries & Wages	\$ 1,490,481	160,766	132,967	1,784,214
Employee Benefits – Other	9,993	2,897	5,118	18,008
Employee Health Insurance	84,771	19,375	16,955	121,101
Payroll Taxes	138,814	12,963	11,569	163,346
Total Cost of Employees	1,724,059	196,001	166,609	2,086,669
Dues & Subscriptions	1,517	325	9,491	11,333
Dues to Boys and Girls Clubs of America	7,281	780	607	8,668
Fundraising Expenses	-	-	144,735	144,735
Miscellaneous	4,856	6,973	118	11,947
Occupancy	380,518	5,084	2,823	388,425
Office Supplies & Expense	-	21,225	7,075	28,300
Postage & Printing	-	3,860	4,942	8,802
Professional Development	28,508	8,823	7,248	44,579
Professional Fees	12,000	77,412	3,976	93,388
Program Supplies & Expenses	488,763	-	-	488,763
Telephone	36,279	2,614	4,021	42,914
Vehicle Expense	82,517	7,542	4,458	94,517
Worker's Comp Insurance	10,366	1,111	864	12,341
	2,776,664	331,750	356,967	3,465,381
Depreciation Expense	236,784	2,429	2,946	242,159
Total Expenses	\$ 3,013,448	334,179	359,913	3,707,540

The Accountant's Report and accompanying notes are integral parts of these financial statements.

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2017 and 2016

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

The Boys & Girls Clubs of the Coastal Plain, Inc. (the Organization) is a nonprofit corporation organized on December 7, 1966 under the laws of the State of North Carolina to promote the health, social education, vocational and character development, and behavioral guidance to the boys and girls of Pitt, Beaufort, Martin, Lenoir, and Greene County.

The mission of The Boys & Girls Clubs Coastal Plain, Inc. is “To enable all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens.” Its Youth Development Strategy emphasizes a sense of competence, a sense of usefulness, a sense of belonging, and a sense of power and influence.

The Organization seeks to accomplish its mission by offering a broad range of programs that focus on Character & Leadership Development, Education & Career Development, Health & Life Skills, The Arts, Sports, and Fitness & Recreation. During the year ended December 31, 2016, The Boys & Girls Clubs of the Coastal Plain, Inc. offered its programs and activities at seven locations throughout eastern North Carolina.

The Organization has an active, diverse Board of Trustees, which consists of local area business leaders, educators, financial specialists, and other professionals. The Board is supported by committees that have oversight over various aspects of its operations.

The Boys & Girls Clubs of the Coastal Plain, Inc. is affiliated with the Boys & Girls Clubs of North Carolina and the Boys & Girls Clubs of America.

Basis of Accounting

The financial statements of The Boys & Girls Clubs of the Coastal Plain, Inc. have been prepared on the accrual basis, which is in conformity with accounting principles generally accepted in the United States of America.

Financial Statement Presentation

The Boys & Girls Clubs of the Coastal Plain, Inc. presents its financial statements in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 958 (formerly Statement of Financial Accounting Standards No. 117, *Financial Statements of Not-For-Profit Organization*). Accordingly, the Organization reports information regarding its financial position and activities according to three classes of net assets: unrestricted, temporarily restricted, and permanently restricted.

Unrestricted Net Assets

Unrestricted Net Assets include unrestricted resources which represent the portion of funds that are available for the operating activities of the Organization. Board-designated net assets represent amounts the organization has set aside for a specific purpose.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Temporarily Restricted Net Assets

Temporarily Restricted Net Assets consist of donor restricted contributions and gifts. Amounts restricted by donors for a specific purpose are deemed to be earned and reported as temporarily restricted revenue, when received, and unexpended amounts are reported as Temporarily Restricted Net Assets at year-end. When the donor restriction expires, that is, when a stipulated time or purpose restriction is accomplished, Temporarily Restricted Net Assets are reclassified to Unrestricted Net Assets and reported on the Statement of Activities as “Net Assets Released from Restrictions.”

Temporarily Restricted Net assets at December 31 were as follows:

	<u>2017</u>	<u>2016</u>
Lenoir Unit Renovations	132,743	-0-
Washington Unit Renovations	79,260	-0-
Jack Minges Unit Renovations	35,775	\$99,800
Total	<u>247,778</u>	<u>\$99,800</u>

Permanently Restricted Net Assets

Permanently Restricted Net Assets consist of donor restricted contributions, which are required to be held in perpetuity. Income from the assets held is available for either general operations or specific purposes, in accordance with donor stipulations. The only permanently restricted net asset to the Organization is the building and land used by the Beaufort County club. An amount equal to the depreciation of the building is deemed to be released to unrestricted net assets each year.

	<u>2017</u>	<u>2016</u>
City of Washington donated Land and Building	\$627,839	\$656,529
Total	<u>\$627,839</u>	<u>\$656,529</u>

Public Support and Revenue

Grants and other contributions of cash and other assets are reported as unrestricted support if they are received with no donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reporting in the statement of activities as net assets released from restrictions. Contributions received with donor-imposed restrictions that are met in the same year in which the contributions are received are classified as unrestricted contributions.

Contributions of donated non-cash assets are recorded at their fair values in the period received. Contributions of donated services that create or enhance non-financial assets or that require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation, are recorded at their fair values in the period received.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Cash and Cash Equivalents

The Boys & Girls Clubs Coastal Plain, Inc. considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents. Cash and cash equivalents for purposes of the statement of cash flows exclude permanently restricted cash and cash equivalents. The Organization places its cash and cash equivalents on deposit with local financial institutions in the United States. In October and November of 2008 the Federal Deposit Insurance Corporation (FDIC) temporarily increased coverage to \$250,000 for substantially all depository accounts and temporarily provides unlimited coverage for certain qualifying and participating non-interest bearing transaction accounts. At December 31, 2017 and 2016, the Organization exceeded the insured amount by \$2,216,236 and \$894,802, respectively.

Investments

The Boys & Girls Clubs of the Coastal Plain, Inc. has adopted SFAS No. 124, "Accounting for Certain Investments Held by Not-for-Profit Organizations." Under SFAS No. 124 investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at fair value for year-end financial reporting purposes. Fair value is the amount at which an investment could be exchanged between two willing parties. Fair value for financial reporting purposes is based on quoted market prices. Unrealized gains and losses are included in the change in net assets.

Property, Equipment, and Leasehold Improvements

Maintenance and repairs are expensed as incurred. Property, equipment, and leasehold improvements whose acquisition cost exceeds \$2,500 are capitalized and carried at cost. When items of property or equipment are sold or retired, the related costs and accumulated depreciation are removed and any gain or loss is included in income. Leasehold improvements are to be amortized over the shorter of the lease term or useful life.

Depreciation is calculated using the straight-line method over the estimated useful lives of the assets as follows:

Buildings and Improvements	7 – 40 years
Vehicles	3 – 10 years
Furniture and Fixtures	7 – 10 years
Equipment	5 – 10 years
Computer Software	3 years

The depreciation expense for the years ended December 31, 2017 and 2016 was \$305,577 and \$242,159, respectively.

Advertising

Advertising and marketing costs, which are included in administrative expenses, are expensed as incurred. There were no specifically classified as Advertising or Marketing for the years ending December 31, 2017 and 2016.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Income Taxes

The Boys & Girls Clubs of the Coastal Plain, Inc. is a not-for-profit corporation exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code of 1986 (IRC). As such, the Organization is not taxed on income derived from its exempt functions. However, the Organization is subject to tax on unrelated business income, which is generated from investment income and other activities not related to their stated exempt purposes. The Organization had no significant deferred income tax assets or liabilities as of December 31, 2017 and 2016, nor was there any unrelated business income for the year ended December 31, 2017 and 2016.

The Organization has evaluated its tax positions for all open tax years. Currently, the tax years subject to examination by the Internal Revenue Service are 2014, 2015, and 2016. The Organization is not currently under audit nor has the Organization been contacted by any jurisdictions. Therefore, no provision for the effects of uncertain tax positions have been recorded for the year ended December 31, 2017.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimated and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

In-Kind Contributions

Contributed services are recognized as contributions and recorded at fair value if the services create or enhance non-financial assets, require specialized skills and are performed by people with those skills and would otherwise be purchased by the Organization. During the years ended December 31, 2017 and 2016, the Organization received approximately \$116,500 and \$52,000, respectively, of in-kind services consisting of accounting services and rent on certain facilities, which is reflected in the accompanying financial statements. During the year, numerous volunteers provided assistance in the Organization's program services and fundraising campaigns which are not recognized as contributions.

Compensated Absences

The Organization's employees are encouraged to use leave benefits by December 31 of each year. Any time remaining at the end of the year is forfeited. Accordingly, there was no accrued vacation time to report at December 31, 2017 and 2016.

Fair Value of Financial Instruments

The Organization reports its financial assets and liabilities using a three-tier hierarchy which prioritizes the inputs used in measuring fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements).

The three levels of the fair value hierarchy are described below:

- Level 1 – Valuation based on unadjusted quoted prices in active markets for identical assets or liabilities.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

- Level 2 – Valuation based on observable quoted prices for similar assets and liabilities in active markets.
- Level 3 – Valuation based on inputs that are unobservable and are supported by little or no market activity, therefore requiring management’s best estimate of what market participants would use as fair value.

A financial instrument’s level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement.

Fair value estimates discussed herein are based upon certain market assumptions and pertinent information available to management. The respective carrying value of certain on-balance-sheet financial instruments approximates their fair values due to the short term nature of these instruments. These financial instruments include cash and cash payable and accrued expenses.

The Organization’s Level 2 consist of cash surrender value of life insurance. The value is determined by the underwriting insurance company’s valuation models, which take into account the passage of time, mortality tables, interest rates, cash value for paid up additions and dividend accumulations. The cash surrender value represents the value that the organization would receive upon surrender of these policies on December 31, 2017. The cash surrender of life insurance is included in other assets on the balance sheet.

The organization had no Level 1 or Level 3 financial instruments at December 31, 2017.

NOTE 2 – GRANTS RECEIVABLE

Grants receivable consists of amounts awarded, but not yet paid, and are due within the next fiscal year. The grants are to be used for specific programs of the Organization.

Grants receivable as of December 31, 2017 consist of the following:

	2017	2016
HHS Grant	\$ 162,197	\$ 82,208
21 st Century	20,932	22,957
USDA	109,272	-
JCPC	5,243	-
State of NC	11,413	-
OJP	36,395	7,004
CDBG	10,333	21,125
Total Grant Receivable	\$ <u>355,785</u>	\$ <u>133,293</u>

NOTE 3 – PENSION

The Organization participates in a 403 (B) plan with CUNA Mutual Group. An employee is eligible to participate when he is age 21 and has completed twelve (12) months of employment. Employer contributions are up to 5% of the eligible employee’s compensation, and are vested at 20% after two years of service and additional 20% per year until year 6 when they are 100% vested. All Employee contributions are 100% vested.

The retirement expense for the years ended December 31, 2017 and 2016 was \$25,779 and \$18,008, respectively.

NOTE 4 – RELATED PARTIES

The Boys & Girls Clubs of the Coastal Plain, Inc. receives financial support through the fundraising and investment management efforts of the Boys & Girls Clubs of Pitt County Foundation. The Foundation is an independent, nonprofit corporation. Accordingly, the Organization's financial statements do not include income or expenditures of the Foundation, nor do they include income from the Capital / Endowment Campaign, as it is a function of the Foundation.

During the year ended December 31, 2017 and 2016, the Organization did not receive any cash financial support from the Foundation.

NOTE 5 – LEASE COMMITMENTS

The club leases equipment and property for support. Lease payments due for the next 5 years is as follows:

2018	\$26,505
2019	\$26,505
2020	\$15,994
2021	\$ 272
Total	<u>\$69,276</u>

NOTE 6 – MERGER

In May 2017, the board of Directors of the Boys & Girls Clubs of Coastal Carolina, Inc. ("BGCC") and the Boys & Girls Clubs of the Coastal Plain, Inc. (the "Organization") duly adopted and approved the Joint Resolution providing for the two entities to merge effective July 1, 2017. The Joint Resolution resolved that the Organization will be the surviving Corporation and that BGCC will be merged into the Organization. The Articles of Merger was filed with the North Carolina Secretary of State on June 21, 2017. The Board of Directors of the Merged Organization approved new Bylaws on July 27, 2017 to govern the merged Organization. The assets and liabilities of BGCC as of July 1, 2017 were transferred to the Organization and an entry was recorded on the balance sheet of the Organization.

NOTE 7-SUBSEQUENT EVENTS

These financial statements considered subsequent events through August 17, 2018, the date the financial statements were available to be issued. There are no reportable subsequent events.

Request for Service Expansion

Title of Service Expansion: Cornerstone

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	\$2,000.00	Additional funds requested by agency above current year allocation of \$5,000.
Capital Outlay		
Total Expenditures	\$2,000.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$2,000.00</i>	

Cornerstone Families Understanding Nurturing Program (FUN)

The following is a proposed request for funds for the Cornerstone Families Understanding Nurturing Parenting Program, offered to the citizens of Washington Beaufort County.

Thank you for your consideration to review this proposal for needed funding of this service to the community. We are sincerely grateful!

Name of Organization: Cornerstone Family Worship Center
Cornerstone Community Learning Center

Cornerstone EIN Number: 25-1902422

Cornerstone State ID Number: 600413652

Cornerstone DUNS Number: 100877120

Name of the Program: Cornerstone Families Understanding Nurturing Parenting Programs

Mailing Address: 1918 West 5th St. / PO Box 1763 Wash., NC 27889

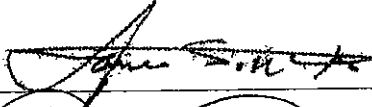
Primary Phone: 252-946-6109

Primary Fax: 252-623-2056

Email Address: cornerstonefvc.cog@gmail.com

Executive Director: Bishop James S. McIntyre, Sr.

Community Based Programs Manager: Shirley Roberson

Executive Director Signature  Date: February 18, 2019

Community Based Programs Manager  Date: February 18, 2019

Funding Request for Cornerstone Families Understanding Nurturing Parenting Program

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Cornerstone FUN Program

Amount Requested \$7,000.00

	FY-2017-18 Actual	FY-2018-19 Budget	FY-2018-19 Estimated. Actual Expenses	FY2019-20 Budget Request
REVENUES:				
Requested from Beaufort County	5,000.00	5,000.00	5,000.00	7,000.00
Federal {City of Washington}	6,480.00	6,480.00	6,480.00	8,000.00
State {JCPC}	37,963.20	38,000.00	39,781.18	39,781.00
Cities/Towns {DSS}	35,000.00	35,000.00	35,000.00	35,000.00
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				2,159.98
TOTAL:	84,443.20	84,480.00	86,261.18	91,940.98
EXPENSES:				
Salaries and Benefits	48,636.45	49,000.00	48,920.69	49,000.00
Programs Services	19,874.38	20,000.00	21,984.45	23,000.00
Contractual Services				
Commodities & Supplies	5,501.30	5,600.00	5,672.61	5,700.00
Fundraisers				
Capital				
Other {Meals}	7,426.65	7,500.00	7,523.45	7,600.00
TOTAL:	81,438.78	82,100.00	84,101.20	85,300.00

Organizational Data

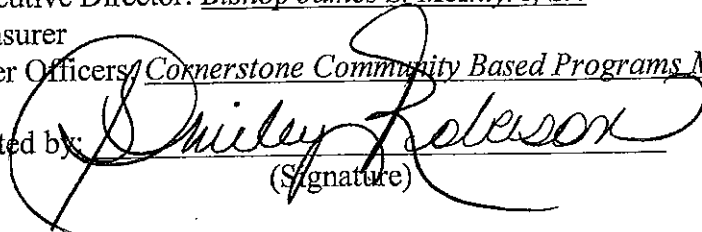
President:

Executive Director: Bishop James S. McIntyre, Sr.

Treasurer

Other Officers/ Cornerstone Community Based Programs Manager: Shirley Roberson

Completed by:



(Signature)

Date: February 18, 2019

Shirley Roberson

(Name)

Cornerstone Community Based Programs Manager

(Title)

Phone: 252-946-6109

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Cornerstone FUN Program

1. WHOM DO YOU SERVE?	Fiscal 2017-18 Last Yr Actual	Fiscal 2018-19 This Yr Estimated	Fiscal 2019-20 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:			
1a. Total continuing from previous fiscal year	0	0	0
1b. Total new for the year	190	213	223
1c. Total terminated during the year	71	78	85
2. RESIDENCE OF PARTICIPANTS TOTAL:	190	213	223
2a. Washington	183	206	209
2b. Washington Park	0	0	0
2c. Chocowinity	7	4	8
2d. Bath	0	0	0
2e. Belhaven	0	1	2
2f. Aurora	0	0	0
2g. Pantego	0	0	0
2h. Pinetown	0	2	0
2i. Outside Beaufort County or Unknown	0	0	4
3. AGE GROUP TOTAL:	190	213	223
3a. Infants through 4 years of age	37	43	45
3b. 5 through 12 years of age	58	61	63
3c. 13 through 17 years of age	31	38	40
3d. 18 through 29 years of age	22	25	28
3e. 30 through 64 years of age	42	46	47
3f. 65 and over	0	0	0
3g. Not known or not applicable	0	0	0
4. INCOME OF PARTICIPANTS TOTAL:	190	213	223
4a. Below official poverty level (\$ 12,000)	59	75	78
4b. At or near poverty level	88	93	96
4c. Middle income (\$ 30,000)	4	2	3
4d. Upper income (\$60,000)	0	0	0
4e. Not known or not applicable	39	43	46
5. SEX TOTAL:	190	213	223
5a. Male	77	82	85
5b. Female	113	131	138
5c. Not recorded	0	0	0

Beaufort County
Request for County Appropriation
Budget Form 3
Attachment

Cornerstone Families Understanding Nurturing Parenting Programs (FUN)

The Internationally Nurturing Parenting Programs involves certain components in order 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 Families Understanding Nurturing (FUN) program is seeking funding to maintain fidelity to assist in providing Nurturing Parenting skills to families in the Washington-Beaufort County. Funding is being requested for part of a 16-week session program as outlined below:

Program Manager 1 x \$106.25 x 16weeks	\$ 1,700.00
FICA Taxes	\$ 130.05
Meals @ 10 people x 16 weeks @ \$6.50 per person	\$ 1,040.00
Meals are a vital component of the Fun program. Meals are needed to supply a nutritious meal for the parents and their children that attend on a weekly basis.	
Supplies & Materials	
Evidence Based Curriculum 20 people x \$71.00	\$ 1,420.00
Supplies and 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.	
Travel, Transportation & Personnel	\$ 1,109.95
Transportation is provided for participating families in the program. Fuel is needed for the vans for picking up and dropping off participants who will need transportation to attend the weekly sessions for the entire program. Van drivers are needed for the FUN program to transport participating families to and from the program	
Utilities 16 weeks @ \$100.00	\$ 1,600.00
Utilities are needed for 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.	
Total Funds Requested	\$ 7,000.00

Request for Service Expansion

Title of Service Expansion: Highway 17/64 Association

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	\$5,000.00	Additional funds requested by agency above current year allocation of \$20,000.
Capital Outlay		
Total Expenditures	\$5,000.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$5,000.00</i>	

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Transportation Advocacy
for Eastern North Carolina

P.O. Box 1673 • New Bern, NC 28563
Phone (252) 514-2748 • Fax (252) 633-3565

February 15, 2019

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

Dear Mr. Alligood:

The Highway 17/64 Association greatly appreciates the support of Beaufort County over the years. As one of our Association's valued partners, Beaufort County's contributions in money and leadership have enabled us to be successful. For fiscal year 2020, we respectfully ask Beaufort County to consider a contribution of \$25,000 to support our ongoing work. Our mission continues to be to build the highest quality four-lane US 17 possible from Virginia to South Carolina and to program and pay for I-87, the Raleigh to Norfolk interstate highway.

Because of the enthusiastic support we have received from the US 64 corridor communities, we have been able to strongly advocate for I-87. By adding the US 64 corridor we have enhanced our ability to speak for transportation improvements in all of eastern North Carolina. We continue to believe that interest in the interstate will help us make an even more persuasive case to finish the projects along the US 17 and US 64 corridors that are not currently programmed or are unfunded.

As the leading transportation advocacy organization for eastern North Carolina the Highway 17/64 Association continues to engage with NCDOT, MPOs and RPOs across eastern North Carolina. We work regularly with the North Carolina General Assembly, the Board of Transportation and NCDOT leadership at the senior policy level and in the divisions to make prioritization and funding for our rural, eastern projects more equitable. Of course we are keenly focused on US 17 and US 64 projects, but we also take an interest in all the transportation modes in our region, including seaports and airports, rail, ferries, shallow draft inlets and bike and public transit. Improvements in all these modes will make eastern North Carolina a better place to live and work.

I am proud to continue to serve as chairman of the board of NC Go!, the statewide transportation advocacy coalition. This year, NC Go! co-sponsored the inaugural North Carolina Transportation Summit and I was proud to stand with Governor Roy Cooper, Transportation Secretary Jim Trogdon and Chairman of the Board of Transportation Mike Fox to welcome almost 1,000 transportation leaders from all over the country to Raleigh. By virtue of my expertise and long-standing collaboration with senior NCDOR leadership, the Highway 17/64 Association has a seat at the table when transportation policy decisions are made affecting eastern North Carolina.

With the continued support of Beaufort County and all our partners old and new we can achieve our mission and make eastern North Carolina safer and more prosperous.

Sincerely,

Marc Finlayson
Executive Director

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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimated Actual Expenses	FY2019-20 Budget Request
REVENUES:	20,000.00	20,000.00		25,000.00
Requested from Beaufort County				
Federal				
State				
Cities/Towns	40,400.00	40,700.00		41,500.00
United Way EDCs, Other	3,300.00	3,300.00		4,300.00
Other Counties excluding Beaufort County	62,300.00	62,000.00		82,000.00
Other:				
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	126,000.00	126,000.00		152,800.00
EXPENSES:			See Attached Budget Report	
Salaries and Benefits	102,737.00	98,220.00	98,220.00	
Program Services	9,827.00	12,090.00	12,090.00	
Contractual Services	11,037.00	10,980.00	10,980.00	
Commodities & Supplies	1,011.00	1,200.00	1,200.00	
Fundraisers				
Capital				
Other				
TOTAL:	124,612.00	122,490.00	122,490.00	129,000.00

Organizational Data

President: Jay Bender
Executive Director: Marc Finlayson
Treasurer: Brian Alligood
Other Officers: Steve Biggs, Vice President

Completed by: *Marc Finlayson*
(Signature)

Date: 2/20/2019

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 2017-18 Last Yr Actual	Fiscal 2018-19 This Yr Estimated	Fiscal 2019-20 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:	48,000	48,000	48,000
2a. Washington	9,800	9,800	9,800
2b. Washington Park			
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown	750,000	750,000	750,000
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 City Appropriation
Budget Form 3

AGENCY: Highway 17 Transportation Association in North Carolina

Contact Information: Marc Finlayson

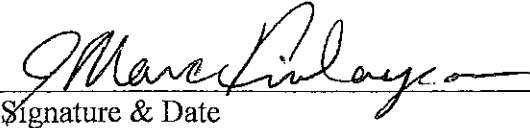
P.O. Box 1673, New Bern, NC 28563

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 support and advance transportation projects and
programs along the US 17 corridor from South Carolina to Virginia and along the US 64 corridor from
Raleigh to Manteo. As part of the effort, the Highway 17 / 64 Association will advocate for the timely
funding and construction of the Raleigh to Norfolk interstate highway that will track US 64 from
Raleigh to Williamston and US 17 from Williamston to Hampton Roads.

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


Signature & Date

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

MAR 22 2008

HIGHWAY 17 TRANSPORTATION
ASSOCIATION IN NORTH CAROLINA INC
C/O LIONELL MIDGETT
PO BOX 1673 317-D POLLOCK ST
NEW BERN, NC 28563

Employer Identification Number:

61-1517857

DLN:

17053045201018

Contact Person:

JOAN C KISER

ID# 31217

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

September 30

Form 990 Required:

Yes

Effective Date of Exemption:

November 17, 2006

Contribution Deductibility:

No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax-exempt status we have determined that you are exempt from Federal income tax under section 501(c)(6) of the Internal Revenue Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Please see enclosed Information for Organizations Exempt Under Sections Other Than 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Sincerely,



Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosure: Information for Organizations Exempt Under Sections Other Than 501(c)(3)

Letter 948 (DO/CG)

PROPOSED Highway 17/64 Association Operating Budget FY 2018-19

Revenue

2018

2019

Local Government / Partnerships	\$127,900	\$126,000
Private Sector	\$0	\$0
Grant Receipts	\$0	\$0
Cash Reserves	\$0	\$0
Total	\$127,900	\$126,000

Expenditures

2018

2019

Director Fees	\$69,000	\$68,400
Director Benefits	\$12,000	\$11,700
Clerical Salary	\$16,620	\$16,440
Clerical Benefits	\$2,880	\$0
Payroll Taxes	\$1,800	\$1,680
Office Rent	\$7,500	\$8,460
Computers / Furniture	\$1,020	\$1,020
Office Supplies	\$600	\$600
Postage / Copying / Printing	\$450	\$600
Phone / Fax	\$1,500	\$1,500
Automobile Gas / Upkeep	\$1,950	\$1,950
Dues / Subscriptions	\$1,800	\$1,620
Professional Services	\$3,300	\$3,600
Travel / Lodging	\$1,800	\$1,980
Meals / Entertainment	\$1,200	\$1,200
Creative Development	\$2,100	\$1,440
Special Events	\$300	\$300
Total	\$125,820	\$122,490

Approved 9/28/2018

Highway 17/64 Association Board of Directors 2019-20 (Directors elected annually)

Name	Office	Organization	Address
Alligood, Brian	Treasurer	Beaufort County Manager	121 West 3rd St., Washington, NC 27889
Bender, Jay	President	Town of Pollocksville Mayor	P.O. Box 97, Pollocksville, NC 28573
Bengel, Sabrina		City of New Bern Alderman	329A Middle Street, New Bern, NC 28560
Biggs, Steve	Vice President	Bertie County Economic Development	404 N. Broad St., Edenton, NC 27932
Bone, David B.		Marlin County Manager	PO Box 668, Williamston, NC 27892
Brown, Gloristine		Town of Bethel Mayor	141 West Railroad Street, Bethel, NC 27812
Dixon, Jeff		Pasquotank County Commissioner	1200 Park Drive, Elizabeth City, NC 27909
Evans, Eric		Edgecombe County Manager	P.O. Box 10, Tarboro, NC 27886
Grimm, Catherine		Town of Tarboro Planning	P.O. Box 220, Tarboro, NC 27886
Hamblin, Mark		NC's Northeast	210 Alderson Road, Washington, NC 27889
Harris, Tyler		MCAS Cherry Point - Retired	1912 Williamston Dr., New Bern, NC 28562
Howard, Franky		Jones County Manager	418 Hwy 68 North Unit A, Trenton, NC 28585
Jenkins, Libby		Town of Robersonville Manager	P.O. Box 487, Robersonville, NC 27871
Johnson, Martyn B.		Beaufort County EDC	705 Page Road, Washington, NC 27889
Kirkland, John		Town of River Bend Mayor	45 Shoreline Drive, River Bend, NC 28562
Knight, Sheila Pierce		Jacksonville-Onslow EDC	1099 Gum Branch Rd, Jacksonville, NC 28540
Lamb, Zee		Nash County Manager	120 W. Washington St., Nashville, NC 27856
Lewis, Troy R.		Town of Tarboro Manager	P.O. Box 220, Tarboro, NC 27886
Mark, Tom		Craven County Commissioner	406 Craven St., New Bern, NC 28560-4971
Matlocks, Bob		Private Business, Jones County	5307 Trentwoods Dr, Trentwoods, NC 28562
Mercer, Doug		Washington City Councilman	105 Lawson Road, Washington, NC 27889
Murphy, Dan		Town of Trent Woods Commissioner	912 Country Club Dr, Trent Woods, NC 28562
O'Daniel, John		Town of Williamston Administrator	P.O. Box 506, Williamston, NC 27892
Potts, Zoph		Private Business, Beaufort County	1 Commerce Sq., Washington, NC 27889
Russell, Jonathan		City of Washington Manager	102 E. Second Street, NC 27889
Small-Toney, Rochelle D		Rocky Mount City Manager	331 South Franklin St., Rocky Mount, NC 27802
Stewart, Donna		Camden County	2356 Hwy. 17 North, South Mills, NC 27976
Thomas, Joe		Private Business, Craven County	P.O. Box 14165, New Bern NC 28561
Veit II, Jack B.		Craven County Manager	406 Craven St., New Bern, NC 28560-4971
Wangerin, Steve		Private Business, Onslow County	105 Whitby Ct. Jacksonville, NC 28540
Frankie, Waters		Beaufort County Commissioner	102 E. Second Street, NC 27889
Whichard-Brown, Joyce		Town of Williamston Mayor	PO. Box 506, Williamston, NC 27892
10/1/2018			

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**HIGHWAY 17 TRANSPORTATION
ASSOCIATION IN NORTH CAROLINA, INC.**

**FINANCIAL STATEMENTS AND
INDEPENDENT ACCOUNTANT'S REVIEW REPORT**

Years Ended September 30, 2018 and 2017

CONTENTS

	<u>Page</u>
Independent Accountants' Review Report	1
Financial Statements	
Statements of financial position	2
Statements of activities	3
Statements of cash flows	4
Notes to financial statements	5

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Directors of
Highway 17 Transportation Association in North Carolina, Inc.
New Bern, North Carolina

We have reviewed the accompanying financial statements of Highway 17 Transportation Association in North Carolina, Inc. (a nonprofit organization), which comprise the statement of financial position as of September 30, 2018, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

New Bern, North Carolina
November 15, 2018

HIGHWAY 17 TRANSPORTATION ASSOCIATION IN NORTH CAROLINA, INC.
STATEMENTS OF FINANCIAL POSITION
SEPTEMBER 30, 2018 and 2017

	<u>2018</u>	<u>2017</u>
Assets		
Current assets		
Cash and cash equivalents	102,811	109,623
	<u>102,811</u>	<u>109,623</u>
Property, plant, and equipment		
Furniture and fixtures	6,734	6,734
Vehicle	20,925	20,925
	<u>27,659</u>	<u>27,659</u>
Less accumulated depreciation	<u>27,659</u>	<u>27,659</u>
Total property, plant and equipment	<u>-</u>	<u>-</u>
Total assets	<u><u>102,811</u></u>	<u><u>109,623</u></u>
Liabilities and net assets		
Current liabilities		
Deferred dues	42,700	50,950
Total liabilities	<u>42,700</u>	<u>50,950</u>
Net assets		
Unrestricted		
Operations-Unrestricted	60,111	58,673
Total net assets	<u>60,111</u>	<u>58,673</u>
Total liabilities and net assets	<u><u>\$ 102,811</u></u>	<u><u>\$ 109,623</u></u>

See accompanying notes and Independent accountant's review report.

HIGHWAY 17 TRANSPORTATION ASSOCIATION IN NORTH CAROLINA, INC.
STATEMENTS OF ACTIVITIES
YEARS ENDED SEPTEMBER 30, 2018 and 2017

	2018	2017
REVENUE		
Grants	126,000	132,900
Interest	35	33
Other	16	
Total revenue	126,051	132,933
EXPENSES		
Auto expense	1,821	2,065
Computer maintenance	1,647	1,799
Contract labor	250	
Director fees and benefits	81,000	81,000
Dues & subscriptions	1,598	1,669
Employee benefits	2,660	2,660
Meals & entertainment	857	1,082
Marketing	190	3,000
Office expenses	574	1,265
Payroll	15,349	15,349
Payroll taxes	3,729	1,751
Professional fees	3,200	3,219
Rent	7,500	7,500
Telephone & fax	1,507	1,321
Travel & lodging	1,912	1,777
Utilities	383	
Miscellaneous	436	108
Total expenses	124,613	125,565
Increase/(Decrease) in net assets	1,438	7,368
Net assets, beginning of year	58,673	51,305
Net assets, end of year	\$ 60,111	\$ 58,673

See accompanying notes and Independent accountant's review report.

HIGHWAY 17 TRANSPORTATION ASSOCIATION IN NORTH CAROLINA, INC.
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED SEPTEMBER 30, 2018 and 2017

	2018	2017
Cash Flows From Operating Activities		
Increase (Decrease) in net assets	\$ 1,438	\$ 7,368
Adjustments to reconcile change in unrestricted net assets to net cash used by operating activities:		
Decrease in accrued liabilities		(1,044)
Increase in deferred dues	(8,250)	50,950
Net cash provided by/(used for) operating activities	(6,812)	57,274
Increase/(Decrease) in cash	(6,812)	57,274
Cash at beginning of year	109,623	52,349
Cash at end of year	\$ 102,811	\$ 109,623

See accompanying notes and Independent accountant's review report.

HIGHWAY 17 TRANSPORTATION ASSOCIATION IN NORTH CAROLINA, INC.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED SEPTEMBER 30, 2018 AND 2017

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

The Highway 17 Transportation Association in North Carolina, Inc. (the Organization) is a not-for-profit corporation organized under the laws of the State of North Carolina. The Organization was founded in October 2006 to raise funds to promote the improvement of the Highway 17 and 64 corridor in Eastern North Carolina. The major sources of revenues come from grants from local government entities and regional associations located along the Highway 17 and 64 corridor.

Basis of Accounting

The financial statements presented herein have been prepared on the accrual basis of accounting and conform to accounting principles generally accepted in the United States of America as applicable to not-for-profit entities. The following is a summary of the more significant accounting policies:

Financial Statement Presentation

The financial statements of the Organization have been prepared in accordance with the requirements of Statement of Financial Accounting Standards Codification 958 (FASB ASC 958), *Financial Statements of Not-for-Profit Organizations*. In accordance with FASB ASC 958, the Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

Unrestricted net assets - Net assets that are not subject to donor-imposed stipulations. These net assets are available for use to carry out the activities of the Organization.

Temporarily restricted net assets - Net assets subject to donor-imposed stipulations that may or will be met either by actions of the Organization and/or the passage of time. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statements of activities as net assets released from restrictions.

Permanently restricted net assets - Net assets subject to donor-imposed stipulations that they be maintained permanently by the Organization. Generally, the donors of such assets permit the Organization to use all or part of the income earned on the assets. Highway 17 Transportation Association has no permanently restricted net assets.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

HIGHWAY 17 TRANSPORTATION ASSOCIATION IN NORTH CAROLINA, INC.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED SEPTEMBER 30, 2018 AND 2017

Contributions

The Organization accounts for contributions in accordance with the requirements of FASB ASC 958, Accounting for Contributions Received and Contributions Made. In accordance with FASB ASC 958, contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and nature of any donor restrictions.

Contributed Services

No amounts have been reflected in the financial statements for donated services. The Organization generally pays for services requiring specific expertise. However, many individuals volunteer their time and perform a variety of tasks that assist the Organization, but these services do not meet the criteria for recognition as contributed services.

Property, Plant and Equipment:

Property and equipment is recorded at cost or, if donated at the approximate fair value at the date of donation. Depreciation is computed using the straight-line method over estimated useful lives ranging from five to ten years. The Organization capitalizes all fixed asset purchases over \$1,000 with an estimated useful life greater than one year.

Donations of property and equipment are reported as unrestricted support unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash, that must be used to acquire property and equipment, are reported as restricted support. Absent donor stipulations regarding how long those donated assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor. The Organization reclassifies temporarily restricted net assets to unrestricted net assets at the time.

Cash and Cash Equivalents:

For purposes of cash flow, the Organization considers all highly liquid investments available for current use as cash equivalents.

Income Taxes

The Association, a nonprofit organization operating under Section 501(c)(6) of the Internal Revenue Code, is generally exempt from federal, state and local taxes and accordingly, no provision for income taxes is included in the financial statements. There was no unrelated business income for the years ended September 30, 2018 and 2017.

The Organization's Form 990, Return of Organization Exempt from Income Tax, for the years ending September 30, 2015, 2016 and 2017 are subject to examination by the IRS, generally for three years after they were filed.

HIGHWAY 17 TRANSPORTATION ASSOCIATION IN NORTH CAROLINA, INC.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED SEPTEMBER 30, 2018 AND 2017

NOTE 2. CASH AND CASH EQUIVALENTS

The Organization's deposits consist of cash deposited with a high quality financial institution. The organization has no policy regarding custodial credit risk for deposits.

NOTE 3. PROPERTY AND EQUIPMENT

As of September 30, 2018 and 2017, property and equipment for the Organization was as follows:

	2018	2017
Furniture and equipment	\$ 6,734	\$ 6,734
Vehicle	20,925	20,925
Total	27,659	27,659
Less: Accumulated depreciation	(27,659)	(27,659)
Property and equipment (net)	\$ -	\$ -

There was no depreciation expense of furniture and equipment for the years ended September 30, 2018 and 2017, respectively.

NOTE 4. RISK MANAGEMENT

The Organization is exposed to various risk related torts, theft of, damage to, and destruction of assets, errors and omissions, injuries to volunteers and natural disasters. The Organization's landlord carries property and casualty insurance on the office building. The Organization carries automobile insurance on the Organization's vehicle. The Organization considers its risk for other potential losses to be minimal.

NOTE 5. ECONOMIC DEPENDENCE

The Organization receives a substantial amount of its support from local governments and regional associations. If a significant reduction in its level of support were to occur, it would have negative impact on the Organization's programs and activities.

HIGHWAY 17 TRANSPORTATION ASSOCIATION IN NORTH CAROLINA, INC.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED SEPTEMBER 30, 2018 AND 2017

NOTE 6. COMMITMENT AND CONTINGENCIES

A. Major Sources of Support

The organization is funded primarily by State and local governments. The various sources of income are listed below:

	2018	2017
Various counties and municipalities	126,000	132,900
Other	51	
Total support and revenues	\$ 126,051	\$ 132,900

NOTE 7. RELATED PARTIES

The Organization contracts with Finlayson Consulting, LLC for handling their administrative, legislative, and regulatory affairs. This company is owned by Marc Finlayson who serves as the Executive Director of the Organization. During the years ending September 30, 2018 and 2017, Highway 17 Transportation Association paid Finlayson Consulting, LLC \$81,000 each year, for consulting services and \$7,500 each year, for rent.

NOTE 8. CONCENTRATION OF CREDIT RISK

The Organization maintains demand deposits with financial institutions located in eastern North Carolina. The balances are insured by the Federal Deposit Insurance Corporation up to \$250,000. At September 30, 2018 and 2017, Highway 17 Association cash balance does not exceed this limit.

NOTE 9. EVALUATION OF SUBSEQUENT EVENTS

The Organization has evaluated subsequent events through November 15, 2018 the date which the financial statements were available to be issued.

Request for Service Expansion

Title of Service Expansion: Metropolitan Community Health Service (Agape)

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	\$225,000.00	Additional funds requested by agency above current year allocation of \$25,000.
Capital Outlay		
Total Expenditures	\$225,000.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$225,000.00</i>	

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

Agency: Metropolitan Health Services

Amount Requested:

250,000

	FY 2017-2018 Actual	FY 2018-19 Budget	FY 2018-19 Estimated Actual	FY 2019-20 Budget Request
REVENUES:				
Requested from Beaufort County				250,000
Federal	2,204,719	2,936,301	2,789,298	2,789,298
State	60,000	588,920	429,180	429,180
Cities/Towns				
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers				
Fees/Dues	3,148,529	2,847,786	2,986,627	3,129,985
Sales				
Miscellaneous	291,670	270,000	167,822	175,877
Beginning Balance (Deficit)				
TOTAL:	5,704,918	6,643,007	6,372,927	6,774,340
EXPENSES:				
Salaries and Benefits	3,403,358	4,257,479	4,222,907	4,824,088
Program Services	74,500	33,900	52,202	59,634
Contractual Services	367,550	188,442	216,055	246,813
Commodities & Supplies	629,989	796,623	801,705	915,838
Fundraisers				
Capital	160,604	195,940	231,565	264,531
Other	441,657	517,060	405,682	463,436
TOTAL:	5,077,659	5,989,443	5,930,117	6,774,340

Organizational Data

President: Rev. Moore

Executive Director: Dr. Michael McDuffie

Treasurer: Dorothy Gibbs

Other Officers: Netha Taylor, CFO

Completed by:


(Signature)

Date:

02/19/2019

Michael L. McDuffie, D.H.Sc.
(Name)

Executive Director
(Title)

Phone:

252-644-7002

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

Budget Form 2

Agency: Metropolitan Community Health Center

1. WHOM DO WE SERVE?	Fiscal 2017-2018 Last Yr Actual	Fiscal 2018-19 This Yr Estimated	Fiscal 2019-20 Next Yr Projected
Unduplicated count of individuals served (<i>if family, please count individual members</i>) TOTAL:	4,591	4,808	5,048
1a. Total continuing from previous fiscal year	3,092	4,591	4,821
1b. Total new for the year	1,499	217	228
1c. Total terminated during the year	-	-	-
2. RESIDENCE OF PARTICIPANTS TOTAL:	4,591	4,808	5,048
2a. Washington	1,804	1,902	1,997
2b. Washington Park			-
2c. Chocowinity	286	295	310
2d. Bath	37	37	39
2e. Belhaven	86	86	90
2f. Aurora	29	42	44
2g. Pantego	43	42	44
2h. Pinetown	49	56	59
2i. Outside Beaufort County or Unknown	2,257	2,348	2,465
3. AGE GROUP TOTAL:	4,591	4,808	5,048
3a. Infants through 4 years of age	50	62	65
3b. 5 through 12 years of age	238	213	224
3c. 13 through 17 years of age	243	203	213
3d. 18 through 29 years of age	732	913	959
3e. 30 through 64 years of age	2,651	2,717	2,853
3f. 65 and over	677	700	735
3g. Not known or not applicable	-	-	-
4. INCOME OF PARTICIPANTS TOTAL:	4,591	4,808	5,048
4a. Below official poverty level (\$12,000)	3,037	3,241	3,403
4b. At or near poverty level	649	766	804
4c. Middle income (\$30,000)	353	491	516
4d. Upper income (\$60,000)	503	303	318
4e. Not known or not applicable	49	7	7
5. SEX TOTAL:	4,591	4,808	5,048
5a. Male	1,741	2,183	2,292
5b. Female	2,330	2,625	2,756
5c. Not recorded	520	-	-

**Beaufort County
Request for County Appropriation**

Budget Form 3

Agency: Agape Community Health

Contact Information: Carol Taylor

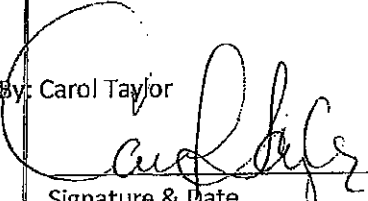
Amount Requested: 250,000.⁰⁰

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 Agape Community Health Center provides comprehensive medical, dental, pharmacy and behavior health care regardless of the ability to pay. Agape Community Health Operates under the guidelines of Federal Privacy Rules set to offer the sliding fees scale to uninsured residents of Beaufort County.

The appropriations from the County, will open a new position for another medical, dentist and pharmacies and more behavior counselors, this will help us to continue to provide the much-needed services to the uninsured residents of Beaufort County.

Completed By: Carol Taylor


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 funding. This is a new funding request since the prior year request was for only one year.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$5,000.00	Additional funding request; prior year request was for only 1 year (\$5,000)
Capital Outlay		
Total Expenditures	\$5,000.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$5,000.00</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Open Door Community Center

Amount Requested \$ 5,000.00

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimated Actual Expenses	FY2019-20 Budget Request
REVENUES:				
Requested from Beaufort County	0	0	X	\$ 8,000.00
Federal	0	0	X	0
State	0	\$100,000.00	X	0
Cities/Towns	0	\$ 5,000.00	X	\$ 5,000.00
United Way	0	\$ 15,000.00	X	\$ 5,000.00
Other Counties excluding Beaufort County	0	0	X	0
Other:				
Donations/Fundraisers	\$ 97,810.85	\$ 73,502.00	X	\$50,000.00
Fees/Dues	0	0	X	0
Sales	0	0	X	0
Miscellaneous	\$ 9,000.00	\$ 53,000.00	X	\$20,000.00
Beginning Balance (Deficit)	\$ 40,698.77	\$ 63,303.33	X	X
TOTAL:	\$147,509.62	\$309,805.33	X	\$88,000.00
EXPENSES:				
Salaries and Benefits	\$ 4,266.52	\$ 72,240.00	\$ 72,240.00	X
Program Services	0	\$ 3,168.00	\$ 4,000.00	X
Contractual Services	\$ 4,709.21	\$ 13,050.00	\$ 56,000.00	X
Commodities & Supplies	\$ 1,112.20	\$ 20,000.00	\$ 28,600.00	X
Fundraisers	\$ 4,418.23	\$ 5,500.00	\$ 5,300.00	X
Capital	\$76,238.35	0	0	X
Other	\$ 6,256.31	\$ 9,458.00	\$ 10,600.00	X
TOTAL:	\$97,000.82	\$123,416.00	\$176,740.00	X

Organizational Data

President: Michele Mayo
 Executive Director: Marcia Norwood
 Treasurer: Tammy Condrey
 Other Officers: Brandy Vinson-Vice President

Completed by: Marcia Norwood / Tammy Condrey Date: 3/6/19
 (Signature)

Marcia Norwood / Tammy Condrey
 (Name)

Executive Director / Treasurer
 (Title)

Phone: (252)833-8514 / (252)945-8790

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Open Door Community Center

1. WHOM DO YOU SERVE?	Fiscal 2017-18 Last Yr Actual	Fiscal 2018-19 This Yr Estimated	Fiscal 2020 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:			
1a. Total continuing from previous fiscal year	0	0	4
1b. Total new for the year	0	36	54
1c. Total terminated during the year	0	32	40
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington City Limits	0	32	44
2b. Washington Extra Territorial Jurisdiction	0	0	0
2c. Washington Park	0	0	0
2d. Chocowinity	0	0	0
2e. Bath	0	0	0
2f. Belhaven	0	0	0
2g. Aurora	0	0	0
2h. Pantego	0	0	0
2i. Pinetown	0	0	0
2j. Outside Beaufort County or Unknown	0	4	10
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age	0	4	2
3b. 5 through 12 years of age	0	20	24
3c. 13 through 17 years of age	0	0	0
3d. 18 through 29 years of age	0	0	16
3e. 30 through 64 years of age	0	12	20
3f. 65 and over	0	0	2
3g. Not known or not applicable	0	0	0
4. INCOME OF PARTICIPANTS TOTAL:		36	54
4a. Below official poverty level (\$ 9,084)	0	8	30
4b. At or near poverty level	0	28	24
4c. Middle income (\$ 30,280)	0	0	0
4d. Upper income (\$ 55,999+)	0	0	0
4e. Not known or not applicable	0	0	0
5. SEX TOTAL:			
5a. Male	0	8	12
5b. Female	0	28	42
5c. Not recorded	0	0	0

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Open Door Community Center

Contact Information: Marcia Norwood 252-623-2150-office/252-833-8514-cell

1240 Cowell Farm Road, Washington NC 27889

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.

Funds would be used to meet clients' needs such as food, transportation, and baby's needs such as

Clothes, medicine, baby wipes, diapers, baby wash, etc. Funds will also be used for operational

expenses such as utilities, office supplies, insurance, maintenance and repairs, security system, and

salaries.

Completed By: Marcia Norwood, Executive Director

Printed Name & Position

Marcia Norwood 3/6/19

Signature & Date

Date: JUN 28 2017

OPEN DOOR COMMUNITY CENTER
C/O DORIS W MOATE
121 E 2ND ST APT 101
WASHINGTON, NC 27889

Employer Identification Number:
81-5237670
DLN:
17053111331037
Contact Person:
ERIC KAYE ID# 31612
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
February 2, 2017
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

OPEN DOOR COMMUNITY CENTER

We sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

Stephen A. Martin

Director, Exempt Organizations
Rulings and Agreements

Letter 947

Treasurer's Report January 2019

Balance on 12/31/2018: \$194,163.08

Credits

Old Ford Church of Christ \$400

St Peter's Church \$912

First Christian 5780

Individual donations 690

Calendars 1730

On Common Grounds 365.10

Farm Bureau 400

Heart to Heart Conference 7427.11

Marcia Norwood 36.95 (returned hand radios she had purchased)

Bank Fee 9.95

Debits

Mayhue Edwards: \$500 (november/december services)

A1 Fire and Safety: \$35

Asphalt Solutions: \$350

Bill Staton: \$302.33

Hardee's Plumbing: 427.00

Advanced Air Solutions: \$819.81

Michelle Mayo: \$131.04

NC Department of Revenue: \$119.00

NC Department of State (Charitable Solicitation License): \$100

Washington Chamber of Commerce: \$130

Bill Staton: \$24.95

Susan Zachary: \$381.53

CS Collins: \$950.00

Jacqueline Dawson: \$33.01

Admix Agency: \$750

Penny Purvis: \$300

First Presbyterian: \$5000 (Calendar Loan Repayment)

City of Washington: \$97.55

Payroll: \$1032.38

Piedmont Gas: \$116.10

Gardmember Services: \$2659.14 (lockers, dinner appreciation, construction supplies, AED, tables, chairs, website, padlocks, phones, copier)

US Cellular: \$199.15

IRS Tax Payment: \$1019.74

Suddenlink: \$418.57

Gardmember services: \$2177.21 (shelves, lockers, website, cell phones, phone accessories, kitchen cabinet locks, office supplies, filing cabinets)

Bank Fee: \$9.95

Payroll: \$1900.85

1/31/2019 Statement Balance: \$191,929.88

\$5849.36 Calendar Profits as of 1/31/2019

Request for Service Expansion

Title of Service Expansion: Pantego Academy Historical Museum Association

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	\$3,500.00	Additional funds requested by agency above current year allocation of \$1,500.
Capital Outlay		
Total Expenditures	\$3,500.00	

Revenue to offset Costs		
Total Cost of Service Expansion	\$3,500.00	

Beaufort County, North Carolina

REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Pantego Museum

Amount Requested \$ 5,000

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimated Actual Expenses	FY2019-20 Budget Request
REVENUES:				
Requested from Beaufort County	\$1,000	\$5,000	\$20,000	\$5,000
Federal				
State				
Cities/Towns				
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:				
EXPENSES:				
Salaries and Benefits	none			
Program Services				
Contractual Services				
Commodities & Supplies				
Fundraisers				
Capital				
Other				
TOTAL:				

Attached is our Profit & Loss Statement

Organizational Data

President: Dianne Bowen
 Executive Director: -
 Treasurer: Martha S. Baynor
 Other Officers: Wanda Ruck - Chester Smith
 Phroene Allen, Julian Russ

Completed by: Martha S. Baynor
 (Signature)

Date: 5-1-19

Martha S. Baynor
 (Name)

Treasurer
 (Title)

Phone: 252-943-2034

Beaufort County, North Carolina

PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Pantego Museum

1. WHOM DO YOU SERVE?	Fiscal 2017-18 Last Yr Actual	Fiscal 2018-19 This Yr Estimated	Fiscal 2019-20 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:			
1a. Total continuing from previous fiscal year	<i>Entire County and surrounding area</i>		
1b. Total new for the year			<i>0</i>
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	<i>36</i>	<i>45</i>	<i>45</i>
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			✓

You have a copy of our 501(c)3 status

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Panteop Museum

Contact Information: Martha S. Baynor

975 Daw Road, Panteop, NC 27860

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.

Panteop Museum's purpose is to preserve the history of this area and surrounding Counties. We have a very large building with lots of unique things of the 1800+1900. We had been heating with gas. The moisture content was affecting the things we were trying to preserve. We realized that to keep the history that we were trying so hard to keep we needed to have heat and air in our building. We purchased a heat pump that is taking care of our front 2 rooms. We have 2 more large rooms on the back that we need to put heat pumps in to preserve those rooms also. If you could please help us out with purchasing another heat pump for history's sake.
Thank you so very much.

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

Martha S. Baynor 5-1-19
Signature & Date

Pantego Academy Historical Museum Association, Inc
Profit and Loss Statement 2018

INCOME

Membership	\$1,960.00
Donations with Membership	\$1,068.00
Donation box	\$132.00
In memory	\$1,430.00
Fish Fry	\$2,585.00
Donations with Fish Fry	\$270.00
July 4th	\$300.00
Beaufort County Board of Commissioners	\$1,000.00
Gift Shop	\$179.00
Other donations	\$1,185.00
Class Reunions	\$905.00
Miscellaneous	
Transfer from First Bank	\$5,000.00
Close out cash account	\$14.00
	\$16,028.00

EXPENSES

Electricity	\$829.18
Gas	\$1,941.44
Web site	\$230.62
Stamps	\$250.00
Supplies	\$81.11
Mowing	\$1,200.00
Telephone	\$669.51
Class Reunion	\$720.00
Cleaning	\$162.00
Water	\$200.00
Building Maint.	
Roanoke Electric Corp. - Elec. Work	\$4,100.00
Roanoke Electric Corp. - Elec. Work	\$1,266.88
Wm T Edwards, Heat Pump	\$5,900.00
Painting Interior	\$4,000.00
Miscellaneous	
Belhaven Chamber membership	\$50.00
Income Tax Service	\$250.00
Termite & Pest Control	\$80.00
Beaufort Co. Tax Collector - Solid Waste	\$145.00
A 1 Fire and Safety	\$111.22
	\$22,186.96
Loss	(\$6,158.96)



Elaine F. Marshall
Secretary

North Carolina

DEPARTMENT OF THE
SECRETARY OF STATE

PO Box 29622 Raleigh, NC 27626-0622 (919)807-2000

Account Login: Register

Date: 4/19/2013

Direct to:

Document Filings |

*LLC, LP and Non-Profit entities are not required to file annual reports.

Corporation Names

Name	Name Type
NC PANTEGO ACADEMY HISTORICAL MUSEUM ASSOCIATION, INC.	LEGAL
NC PANTEGO HIGH SCHOOL ALUMNI ASSOCIATION, INC.	PREV LEGAL

-Profit Corporation Information

SOSID: 0109813
Status: Current-Active
Effective Date: 3/6/1964
Citizenship: DOMESTIC
State of Inc.: NC
Duration: PERPETUAL

Registered Agent

Agent Name: RAYNOR, HARVEY WRIGHT, III
Office Address: 225 E. MAIN STREET
 BELHAVEN NC 27810

Mailing Address: PO BOX 9
 BELHAVEN NC 27810

Principal Office

Office Address: NO ADDRESS

Mailing Address: NO ADDRESS

IRS

P.O. Box 2588
Cincinnati OH 45201

In reply refer to: 026836
Apr. 30, 2013 LTR 4168C
56-1422319 000000 00

0601
BODC: TE

PANTEGO HIGH SCHOOL ALUMNI
ASSOCIATION INC
% MARTHA BAYNOR
975 DAN RD
PANTEGO NC 27860-9442

Employer Identification Number: 56-1422319
Person to Contact: MS. HARPER
Toll Free Telephone Number: 1-877-829-5500

Dear TAXPAYER:

This is in response to your Apr. 19, 2013, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in MARCH 1985.

Our records also indicate that you are not a private foundation with the meaning of section 509(a) of the Code because you are described section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

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Request for Service Expansion

Title of Service Expansion: Roanoke River Basin Association

Name of Department: Outside Agency

Purpose and Justification: Agency has requested funding. This is a new funding request.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$4,749.00	New funding request
Capital Outlay		
Total Expenditures	\$4,749.00	

Revenue to offset Costs		
Total Cost of Service Expansion	\$4,749.00	

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ROANOKE RIVER BASIN ASSOCIATION

308 Craghead Street, Suite 104, Danville, Virginia 24541
(434) 251-8356

February 1, 2019

RRBA 06 2019

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

RE: ROANOKE RIVER BASIN ASSOCIATION DUES REQUEST FOR FY 2019-2020

Dear Mr. Alligood:

The Roanoke River Basin Association (RRBA) has been working to advocate for and support efforts to protect the Roanoke River Basin since 1945. Over recent years we have been there to challenge efforts to mine and mill uranium, close and remove coal ash deposits, and to protect the environmentally sensitive waters from pollution and runoff. We have also promoted the outdoor and recreational use of the basin from the head waters in Virginia to the Albemarle Sound in North Carolina.

Most of this effort is performed by a dedicated board of directors and an executive director, and is made possible through generous contributions from individuals, businesses, and local governments in the basin. This year, we are excited to partner with other organizations to convene a basin-wide meeting in March to discuss the value of the Basin's natural resources and how these values can be used in developing resource management and community and economic development strategies. We hope to make this the first of an annual meeting that will focus on sharing knowledge and developing tools among local governments and stakeholders to better preserve and use our shared resources.

I have attached a proposed budget for Fiscal Year 2019-2020 for your review. We are asking each county in the basin to contribute \$.10 per capita to cover the operational and programming expenses for the year. This budget puts the association on a sound financial footing. **Beaufort County dues assessment will be \$4,749. This is based on the 2016 County Population Estimate from the NC State Demographer as of July 2016.**

Please consider our request during your budget sessions. We will be happy to meet with your county to explain the RRBA mission and goals for the year. Please visit our website (www.rrba.org) for additional information and let me know of any questions you have about the RRBA.

Sincerely,



Scott Van Der Hyde
Executive Director
(434)251-8356

Roanoke River Basin Association
 July 1, 2019 - June 30, 2020 Proposed Budget

	2018-2019 Budget	2019-2020 Budget
REVENUE		
Grants	50,000	50,000
Corporate/Business	750	25,000
Individuals	6,525	50,000
Fundraisers and events	-	-
Local Governments	13,456	75,000
Interest income	-	-
Total revenue	\$ 70,731	\$ 200,000
Total Revenue	\$ 70,731	\$ 200,000
EXPENSES		
Independent Contractor Pay	52,400	52,400
Occupancy (rent and utilities)	1,800	810
Insurance	2,000	2,000
Accounting	3,600	3,600
Audit	-	2,000
Equipment	-	-
Supplies	250	1,000
Postage	100	1,000
Travel	-	10,000
Marketing and Outreach	2,135	20,000
Website & Logo	500	8,775
Newsletter	1,176	1,176
Board/Membership Communication	850	-
Organizational Development	4,500	-
State Solicitation Licenses	400	400
Meetings and Events	1,000	5,000
Subscriptions and Dues	500	500
Programs	-	-
Reserve Funds	-	101,290
Total expenses	\$ 71,211	\$ 200,000
Total Expenses	\$ 71,211	\$ 200,000
Total Revenue	\$ 70,731	\$ 200,000

Request for Service Expansion

Title of Service Expansion: Ruth's House

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	\$7,500.00	Additional funds requested by agency above current year allocation of \$2,500.
Capital Outlay		
Total Expenditures	\$7,500.00	

Revenue to offset Costs		
Total Cost of Service Expansion	\$7,500.00	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

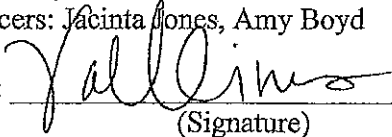
Budget Form 1

Agency: Ruth's House Amount Requested \$ 10,000

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimated Actual Expenses	FY2019-20 Budget Request
REVENUES:				
Requested from Beaufort County	2500	2500		10000
Federal	56131.43	115515.48		115515.48
State	202451.09	86292.36		86292.36
Cities/Towns				
United Way	3000	4300		4000
Other Counties excluding Beaufort County				
Other:	94269.22	109865.37		
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	358351.74	318473.21		
	172412.69	191,989.69	179103.26	
EXPENSES:				
Salaries and Benefits				
Program Services	82630.83	83742.72	76265.21	
Contractual Services	6000	6000	5625	
Commodities & Supplies	10651.62	9498.51	5631.25	
Fundraisers	13071.69	13834.75	11875.34	
Capital				
Other				
TOTAL:	284766.83	305,065.67	278,500.06	

Organizational Data

President: John Rebholz
 Executive Director: Valerie Kines
 Treasurer: Greg Cole
 Other Officers: Jacinta Jones, Amy Boyd

Completed by: 
 (Signature)

Date: 3/1/2019

Valerie Kines
 (Name)

Executive Director
 (Title)

Phone: 252-623-2015

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Ruth's House

1. WHOM DO YOU SERVE?	Fiscal 2017-18 Last Yr Actual	Fiscal 2018-19 This Yr Estimated	Fiscal 2019-20 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	203	210	210
1a. Total continuing from previous fiscal year	10	3	10
1b. Total new for the year	193	195	250
1c. Total terminated during the year	190	200	250
2. RESIDENCE OF PARTICIPANTS TOTAL:	190	210	210
2a. Washington	59	60 60	75
2b. Washington Park	7	-	-
2c. Chocowinity	28	30 40	50
2d. Bath	2	15	20
2e. Belhaven	2	15	20
2f. Aurora	3	10	15
2g. Pantego	3	10	15
2h. Pinetown	1	10	15
2i. Outside Beaufort County or Unknown	92	50	50
3. AGE GROUP TOTAL:	190	210	210
3a. Infants through 4 years of age	12	5	10
3b. 5 through 12 years of age	3	5	10
3c. 13 through 17 years of age	0	5	10
3d. 18 through 29 years of age	24	30	35
3e. 30 through 64 years of age	66	80	95
3f. 65 and over	1	10	15
3g. Not known or not applicable	84	85 75	85
4. INCOME OF PARTICIPANTS TOTAL:	190	210	210
4a. Below official poverty level (\$12,000)	24	110	150
4b. At or near poverty level	1	60	40
4c. Middle income (\$30,000)		20	30
4d. Upper income (\$60,000)		5	10
4e. Not known or not applicable	165	15	30
5. SEX TOTAL:	175 (adults)	210	210
5a. Male	6	80	95
5b. Female	145	130	165
5c. Not recorded	24	0	0

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Ruth's House

Contact Information: P.O. Box 2843
Washington, NC 27889
252-940-0007

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.

This year Ruth's House purchased a facility to serve as a new, larger shelter. With this new shelter, we plan to better assess the causes and effects of domestic violence on families in our community, to provide trauma-informed services for parents and children. We would like to use the increased space in this new facility to increase our programming for our clients and their children.

The purchase of this facility comes with new financial needs. It is essential that we provide appropriate security precautions, such as a secure means of entering and exiting the facility. To provide this, we must add a new driveway. We also must incur the cost of installing new fencing and an automatic gate, as well as security cameras in driveway.

We are asking for \$10,000 to assist in financing these necessary measures that will ensure the safety and security of our Beaufort County families.

Completed By:

Printed Name & Position

Signature & Date

SUMMARY OF REQUESTED SERVICE EXPANSIONS

WATER FUND REVENUE	County Manager Recommends
Amount Available for Service Expansions (Revenues over Expenditures)	\$0
Amount Requested from Fund Balance	\$0
Total	\$0
Total Available for Service Expansions	\$0

REQUESTS

Page	Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
	Water	1% COLA	\$11,696	\$0	\$11,696	\$11,696	Amt. shown here is Water portion only
	Water	2% COLA	\$23,393	\$0	\$23,393	\$23,393	Amt. shown here is Water portion only
Total of all Water Fund Expansion Requests			\$35,089	\$0	\$35,089	\$35,089	

Request for Service Expansion

Title of Service Expansion Cost of Living Adjustment (COLA)

Name of Department: Water Fund

Purpose and Justification: 1% cost of living adjustment

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$11,696.00	Water Fund only. \$986,182 payroll at 1%.
Operational		
Capital Outlay		
Total Expenditures	\$11,696.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$11,696.00	

Request for Service Expansion

Title of Service Expansion Cost of Living Adjustment (COLA)

Name of Department: Water Fund

Purpose and Justification: 2% cost of living adjustment

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$23,393.00	Water Fund only. \$986,182 payroll at 2%.
Operational		
Capital Outlay		
Total Expenditures	\$23,393.00	

Revenue to offset Costs		
Total Cost of Service Expansion	\$23,393.00	

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SUMMARY OF REQUESTED SERVICE EXPANSIONS

SOLID WASTE FUND REVENUE	County Manager Recommends
Amount Available for Service Expansions (Revenues over Expenditures)	\$0
Amount Requested from Fund Balance	\$0
Total	\$0
Total Available for Service Expansions	\$0

REQUESTS

Page	Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
	Solid Waste	1% COLA	\$176	\$0	\$176	\$176	Amt. shown here is SW portion only
	Solid Waste	2% COLA	\$352	\$0	\$352	\$352	Amt. shown here is SW portion only
Total of all SW Fund Expansion Requests			\$528	\$0	\$528	\$528	

Request for Service Expansion

Title of Service Expansion Cost of Living Adjustment (COLA)

Name of Department: Solid Waste Fund

Purpose and Justification: 1% cost of living adjustment

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$176.00	Solid Waste Fund only. \$14,817 payroll at 1%.
Operational		
Capital Outlay		
Total Expenditures	\$176.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$176.00</i>	

Request for Service Expansion

Title of Service Expansion Cost of Living Adjustment (COLA)

Name of Department: Solid Waste Fund

Purpose and Justification: 2% cost of living adjustment

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$352.00	Solid Waste Fund only. \$14,817 payroll at 2%.
Operational		
Capital Outlay		
Total Expenditures	\$352.00	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$352.00</i>	

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Administrative Charges to General Fund
Fiscal Year 2019-2020

Basis	General		Water		Solid Waste		Total
	General	Percent Share	Water	Percent Share	Solid Waste	Percent Share	
1 Board	370,964	92.50%	20,052	5.00%	10,026	2.50%	401,042
2 Administration	437,654	92.50%	23,657	5.00%	11,828	2.50%	473,139
3 Human Resources	199,908	92.67%	15,812	7.33%	-	0.00%	215,720
4 Finance	505,660	78.64%	114,965	20.00%	8,566	1.36%	629,191
5 Information Technology	173,368	87.69%	22,305	11.28%	2,028	1.03%	197,700
6 Tax/Solid Waste Bills	13,887	50%	-	0.00%	13,887	50%	27,774
7 Tax/Solid Waste Collections	20,979	50%	-	0.00%	18,667	50%	39,645
8 Rent	-		23,295		19,300		42,595
Total	\$ 1,722,419		\$ 220,086		\$ 84,301		\$ 2,026,806

- 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 (1/4 cost of Water CS Rep charged back to Finance)
- 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

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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

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
Schedule of Emergency Medical Service Fees
Effective 5-6-2019 (if approved)

<u>Fee Description</u>	<u>Revised Fee</u>
ALS1 Emergency	\$ 670.00
ALS2 Emergency	\$ 975.00
BLS Emergency	\$ 450.00
Mileage	\$ 12.00
Specialty Care	\$ 1,150.00
Treat – No Transport	\$ 150.00

Beaufort County Animal Control Fee Schedule 2019-2020

Description		Fee	Code
Citations			
Animal Cruelty:	1 st Offense	\$ 50.00	100400-438000
	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	
Abandonment:	1 st Offense	\$ 50.00	100400-438000
	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	
Tethering Violation:	1 st Offense	\$ 50.00	100400-438000
	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	
Teasing or Molesting Animals:	1 st Offense	\$ 50.00	100400-438000
	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	

Feeding or Harboring	1 st Offense	\$ 50.00	100400-438000
Stray Animals:	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	
Nuisance:	1 st Offense	\$ 50.00	100400-438000
	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	
Collar & Identification:	1 st Offense	\$ 50.00	100400-438000
	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	
Livestock at Large:	1 st Offense	\$ 50.00	100400-438000
	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	
Fowl at Large:	1 st Offense	\$ 50.00	100400-438000
	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	

Dangerous Dog	1 st Offense	\$100.00	100400-438000
Violation:	2 nd Offense	\$150.00	
	3 rd Offense	\$200.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	

Failure to Vaccinate	1 st Offense	\$ 50.00	100400-438000
For Rabies:	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	

Interference:	1 st Offense	\$ 50.00	100400-438000
	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th 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 2017-2018

<u>Description</u>		<u>Fee</u>	<u>Code</u>
Adoption			
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 19/20

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
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
901	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	\$132.00
29125	Application of Short Arm Splint Forearm to Hand	\$96.00
29130	Application of Finger Splint Static	\$67.00
30300	Removal Foreign Body Intranasal Office Type Procedure	\$294.00
36415	Venipuncture	\$10.00
51701	Insertion of Non-indwelling Bladder Catheter	\$99.00
57150	Condylomata treatment	\$86.00
57170	Diaphragm Fitting	\$120.00
58300	IUD Insertion	\$149.00
58301	IUD Removal	\$154.00
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
81000	Urinalysis Dip Stick/Tablet Reagent Non-Automated with microscopy	\$10.00
81001	Urinalysis Dip Stick/Tablet Reagent Automated with Microscopy	\$10.00
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	\$6.00
82150-90	Assay Of Amylase	\$5.00
82247-90	Bilirubin Total	\$14.00
82248-90	Bilirubin Direct	\$7.00
82274	Fecal Occult Blood	\$11.00
82306-90	Vitamin D, 25 Hydroxy Includes Fractions If Performed	\$0.00
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
82465-90	Creatinine, Kinase Total	\$0.00
82565-90	Creatinine, Blood	\$7.00
82607-90	Cyanocobalamin Vitamin B-12	\$20.00
82670-90	Assay Of Estradiol	\$0.00
82672-90	Assay Of Estrogens Total	\$0.00
82677-90	Assay Of Estriol	\$0.00
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	\$14.00
82951	Glucose Tolerance Test	\$27.00
82952	GTT 4th Specimen	\$12.00
82962	Glucose - Monitoring Device	\$10.00
83001-90	Gonadotropin Follicle Stimulating Hormone	\$6.00
83018-90	Heavy Metal Quantitative Each	\$0.00
83020-90	Hemoglobin Fractionation/Quantitation Electrophoresis	\$0.00
83036	Hemoglobin (Hb) A1c	\$6.50
83525-90	Assay Of Insulin, Total	\$0.00
83540-90	Assay Of Iron	\$9.00
83550-90	Iron Binding Capacity	\$12.00
83555	Lead Blood (Adult)	\$4.00

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	\$0.00
84146-90	Assay Of Prolactin	\$0.00
84152-90	Assay Of Prostate Specific Antigen (PSA)Complexed	\$0.00
84153-90	Assay Of Prostate Specific Antigen(PSA), Total	\$0.00
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	\$0.00
84403-90	Assay Of Testosterone Total	\$0.00
84436-90	Assay Of Thyroxine Total	\$8.00
84439-90	Assay Of Free Thyroxine	\$12.00
84442-90	Assay Of Thyroxine Binding Globulin	\$0.00
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	\$0.00
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	\$9.42
85018	Hemoglobin	\$8.00
85025-90	CBC with Differential	\$4.00
85027	Blood Count Complete Automated	\$17.49
85045-90	Blood Count Reticulocyte Automated	\$6.00
85245-90	Clotting Factor VII VW factor, ristocetin cofactor	\$0.00
85246-90	Clotting Factor VIII VW Factor Antigen	\$0.00
85420-90	Fibrinolytic Factors &Inhibitors , plasminogen, except antigenic assay	\$0.00
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	\$0.00
86038-90	Antinuclear Antibodies (ANA)	\$4.00
86140-90	C-Reactive Protein	\$5.00
86141-90	C-Reactive Protein High Sensitivity	\$0.00
86200-90	Cyclic Citrullinated Peptide(CCP) Antibody	\$0.00
86225-90	DNA Antibody Native/Double Stranded	\$32.23

86280-90	Hemagglutination Inhibition Test (HAI)	\$0.00
86308-90	Heterophile Antibodies, Screen	\$23.00
86317-90	Hepatitis B Surface Antibody (Hepatitis B Titer)	\$50.00
86336-90	Inhibin A	\$0.00
86341-90	Islet Cell Antibody	\$0.00
86376-90	Microsomal Antibodies, Each	\$0.00
86382	Rabies Titer	\$45.00
86430-90	Rheumatoid Factor, Qualitative	\$0.00
86431-90	Rheumatoid Factor, Quantitative	\$0.00
86580	TB Skin Test	Flat Fee \$16.00
86592	RPR	\$10.00
86593-90	Syphilis Test Quantitative	\$0.00
86615-90	Antibody Bordetella	\$0.00
86618-90	Antibody Borrelia Burgdorferi (Lyme Disease)	\$0.00
86677-90	Antibody Helicobacter Pylori	\$0.00
86695-90	Antibody Herpes Simplex Type 1	\$17.00
86696-90	Antibody Herpes Simplex Type 2	\$25.00
86706-90	Hepatitis B Surf Antibody (HBsAb)	\$0.00
86735-90	Mumps Titer (MMR Immunity Profile)	\$10.00
86753-90	Antibody Protozoa, not elsewhere specified	\$0.00
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	\$0.00
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	\$0.00
87045-90	Culture Bacterial, Stool Aerobic with isolation and preliminary examination, salmonella and shigella species	\$0.00
87046-90	Culture Bacteria Stool Aerobic additional pathogens, isolation and presumptive identification of isolates, each plate	\$0.00
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	Group B Beta Strep	\$47.00
87164-90	Dark Field Exam Any Source, includes specimen collection	\$9.00
87177-90	Ova & Parasites Direct Smears Concentration	\$0.00
874-90	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	\$0.00
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)	\$11.43
87329-90	Infectious agent antigen detection by immunoassay technique EIA Giardia	\$0.00
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
87427-90	Infectious agent antigen detection by immunoassay technique EIA Shiga-Like Toxin	\$0.00
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
87801	Infectious Agent detection by nucleic acid Multiple Organisms Amplified Probe	\$0.00
87804	Infectious Agent detection by immunoassay with direct optical observation Influenza	\$15.00
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
88175-90	Pap Smear (Non-Medicaid Only)	\$22.00
90378	Respiratory Syncytial Virus, monoclonal antibody recombinant intramuscular use 50 Mg	\$1,221.00
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
90633	Hepatitis A	\$33.00
90636	Twinrix (Hepatitis A / Hepatitis B)	\$102.00
90648	HIB	\$30.00
90649	Gardasil/HPV	\$215.00
90651	Gardasil 9	\$195.00
90657	Influenza	\$12.50
90658	Influenza - (3yr and above)	\$12.50
90662	Influenza High Dose	\$43.00
90670	Pneumococcal Prevnar	\$182.00

90675	Rabies – Intramuscular (pre/post)	\$268.00
90680	Rotavirus	\$110.00
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)	\$90.00
90700	DTaP	\$28.00
90707	MMR (Mumps, Measles, Rubella)	\$76.00
90710	MMRV (Mumps, Measles, Rubella, Varicella)	\$125.00
90713	IPV	\$33.00
90714	Td (Tetanus)	\$35.00
90715	Tdap	\$45.00
90716	Varicella	\$129.00
90732	Pneumococcal	\$100.00
90734	Meningococcal	\$130.00
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
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	\$125.00
90849	Group therapy (multi-family)	\$75.00
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	\$37.00
93040	Rhythm ECG 1-3 Leads With Interpretation and report	\$22.00
93041	Rhythm ECG 1-3 Leads tracing only without Interpretation and report	\$30.00
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/Neulizer/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	*22.50
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	\$10.00
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
99354	Prolong Svc Office O/P Dir Contact 1st Hr	\$116.00
99381	Initial Preventive Medicine New Patient age younger than 1 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)	\$1.00
99407	Tobacco Cessation Counseling (10+ min)	\$37.00
99408	Alcohol/Substance Screen & Intervention 15-30 minutes	\$36.00
99409	Alcohol/Substance Screen & Intervention greater than 30 minutes	\$79.00
99411	Preventive Medicine Counseling Group 30 min	\$27.00
99412	Preventive Medicine Counseling Group 60 min	\$33.00
99455	Work Related or medical disability examination by the treating physician	\$118.00
99499	CDL Exam	\$90.00
99501	Maternal Assessment Home Visit	*70.00
99502	Newborn Assessment Home Visit	*\$65.00
90471EP	Immunization Update 1 Unit (Children)	\$22.50
90472EP	Immunization Update 2+ Units (use w/90471) Children	\$15.00
908	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
G9873	1ST MDPP core session	\$27.50
G9874	4 MDPP core sessions attended	\$55.00
G9875	9 MDPP core sessions attended	\$99.00
G9876	2 MDPP core maintenance sessions attended in months 7-9; no weight loss	\$16.50
G9877	2 MDPP core maintenance sessions attended in months 10-12; no weight loss	\$16.50
G9878	2 MDPP core maintenance sessions attended in months 7-9; 5% weight loss	\$66.00
G9879	2 MDPP core maintenance sessions attended in months 10-12; 5% weight loss	\$66.00
G9880	5% weight loss in months 1-12	\$176.00
9881	9% weight loss in months 1-24	\$27.50

G9882	2 MDPP ongoing maintenance sessions attended in months 13-15; maintained weight loss	\$55.00
G9883	2 MDPP ongoing maintenance sessions attended in months 16-18; maintained weight loss	\$55.00
G9884	2 MDPP ongoing maintenance sessions attended in months 19-21; maintained weight loss	\$55.00
G9885	2 MDPP ongoing maintenance sessions attended in months 22-24; maintained weight loss	\$55.00
G9890	Bridge payment	\$27.50
J0561	Penicillin G Benzathine Injection	\$4.00
J0696	Ceftriaxone Sodium Injection	\$20.00
J0702	Betamethasone Acetate & Sod Phosphate	\$1.13
J1020	Methylprednisolone 20 Mg Injection	\$2.50
J1030	Methylprednisolone 40 Mg Injection	\$4.50
J1040	Methylprednisolone 80 Mg Injection	\$9.50
J1050	Depo Provera	\$0.43/unit
J1050UD	Depo Provera	\$0.17/unit
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
J2790	Rhogram Injection	\$114.00
J2930	Methylprednisolone Injection	\$3.00
J3250	Trimethobenzamide Hcl Injection	\$4.50
J3301	Triamcinolone Acet Injection Not otherwise specified	\$1.50
J3410	Hydroxyzine Hcl Injection	\$1.14
J3420	Vitamin B12 Injection	\$0.50
J7298	Mirena	\$744.00
J7298UD	Mirena	\$303.02
J7300	Paraguard	\$430.00
J7300UD	Paraguard	\$234.33
J7307	Nexplanon	\$714.00
J7307UD	Nexplanon	\$391.02
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
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)	\$2.79
S9442	Childbirth Education Class	\$10.00/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)	*\$40/Unit

T1002	TB Control Treatment (15 minutes per unit)	*\$93.00/Unit
T1002	STD Control Treatment (15 minutes per unit)	*\$93.00/Unit
A	RabPak	\$60.00
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)	\$100.00
Revisit for Site not ready for inspection (new or existing lot evaluations)	\$25.00
Construction Authorization/ Operation Permit for new installation	\$100.00
Permit Revision (If site plan or design flow changes)	\$100.00
Wastewater System Repair Permit (requested by owner)	\$50.00
Wastewater System Repair Permit (by complaint Investigation)	\$75.00
Existing System Re-use Inspection	\$50.00
Letter of Authorization for Mobile Home Park Site	\$30.00
Operation Permits for systems under Management Entity	
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
Water Samples	
Bacteriological (required well inspection)	\$40.00
Chemical	\$75.00
Pesticide	\$75.00
Petroleum	\$75.00
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
Tattoo Artist Annual Fee	\$200.00
Limited Food Service Establishment Permit Annual Fee (calendar year)	\$75.00
Temporary Food Establishment Fee (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
Food Establishment Plan Review	\$150.00

Engineered Option Permit Fee

30% of Cumulative
total for Improvements
Permit, Construction
Authorization, and
Operation Permits

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 & Modulars	same as per stick built
Fema Setup(Flood Zone)	\$25.00 in addition to regular permit

Solar Farms	\$ 0.25 per panel
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
Minimum Fee	\$30.00

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

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.

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BEAUFORT COUNTY WATER DEPT

RATE SCHEDULE

Effective: July 1, 2019

DISTRICT I - WASHINGTON TOWNSHIP

A. Rural Residential
First 2,000 \$36.40 Minimum
All over 2,000 \$6.35/1,000 Gallons

B. Rural Commercial
First 2,000 \$44.47 Minimum
All over 2,000 \$6.35/1,000 Gallons

DISTRICT II - LONG ACRE EAST

A. Rural Residential
First 2,000 \$31.40 Minimum
All over 2,000 \$6.25/1,000 Gallons

B. Rural Commercial
First 2,000 \$36.42 Minimum
All over 2,000 \$6.99 /1,000 Gallons

C. Washington Park Residential
All Washington Park Customers receive a \$4.75 credit on minimum bill.

DISTRICT III - LONG ACRE EAST

A. Rural Residential
First 2,000 \$33.50 Minimum
All Over 2,000 \$5.86/1,000 Gallons

B. Rural Commercial
First 2,000 \$40.85 Minimum
All over 2,000 \$6.05 /1,000 Gallons

DISTRICT IV - BATH TOWNSHIP

A. Rural Residential
First 2,000 \$37.15 Minimum
All over 2,000 \$6.47/1,000 Gallons

B. Rural Commercial
First 2,000 \$45.40 Minimum
All over 2,000 \$6.70/1,000 Gallons

DISTRICT V - PANTEGO TOWNSHIP

A. Rural Residential
First 2,000 \$38.20 Minimum
All over 2,000 \$6.64/1,000 Gallons

B. Rural Commercial
First 2,000 \$46.70 Minimum
All over 2,000 \$6.88/1,000 Gallons

DISTRICT VI - CHOCOWINITY TOWNSHIP

A. Rural Residential
First 2,000 \$33.50 Minimum
All over 2,000 \$5.90/1,000 Gallons

B. Rural Commercial
First 2,000 \$40.85 Minimum
All over 2,000 \$6.05/1,000 Gallons

DISTRICT VII - RICHLAND TOWNSHIP

A. Rural Residential
First 2,000 \$35.95 Minimum
All Over 2,000 \$6.35/1,000 Gallons

B. Rural Commercial
First 2,000 \$43.95 Minimum
All over 2,000 \$6.35/1,000 Gallons



BEAUFORT COUNTY WATER DEPT

Effective: July 1, 2019

Tap-On Fee

¾" Meter (Short Service – 60 LF or less)	\$ 800.00
¾" Meter (Long Service – 61 LF or more)	\$1,600.00
1" Meter (Short Service – 60 LF or less)	\$1,000.00
1" Meter (Long Service – 61 LF or more)	\$1,800.00
Meters larger than one inch- cost plus 20% with a minimum of	\$3,000.00

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

Tampering Fee

1 st Occurrence	\$ 100.00 + cost of repairs plus 20%
2 nd Occurrence	\$ 200.00 + Cost of repairs plus 20%
3 rd Occurrence	\$ 200.00. Tap removed. Must open new account to reconnect.

Move Meter

Existing tap re-used \$ 400.00 + cost of service line
greater than 20LF feet plus 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
\$6.70 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



Beaufort County Sheriff's Office Fee Schedule

Service Description	Amount
Civil Paper Service	\$30
Pistol Purchase Permit Application	\$5
Additional Purchase Permits	\$5/each
Concealed Weapons Permit	
	New \$80
	Renewal \$75
Fingerprinting	\$10

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BOARD OF COMMISSIONERS
Jerry Evans, Chairman
Jerry E. Langley, Vice-Chairman
Ed Booth
Gary L. Brinn
Stan Deatherage
Frankie Waters
Hood Richardson



COUNTY OFFICIALS
Brian M. Alligood, County Manager
Katie Mosher, Clerk to the Board
Anita C. Radcliffe, Finance Director
David Francisco, County Attorney

**BEAUFORT COUNTY
NORTH CAROLINA**

FY2020 Solid Waste Fee Schedule

Disposal Fee \$30.00 per ton

Annual Solid Waste Fee - Proposed \$155 per household

BEAUFORT COUNTY ADMINISTRATION BUILDING
121 West 3rd Street * Washington, North Carolina 27889 * Phone (252) 946-0079 * Fax (252)-946-7722

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