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Manager's Budget Message

Fiscal Year 2016-2017

Recommended Budget

To: The Beaufort County Board of Commissioners

Date: May 9, 2016

This binder contains the County's FY 2016-2017 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 47 General Fund and 7 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 the first week of February 2016 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 the regular meeting of the Board on May 9, 2016. 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 6, 2016. 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 during the second half of June. The budget must be adopted by June 30, 2016.

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

Preparation of the FY 16-17 recommended budget was a challenge from many perspectives. Over the last couple of years there has been a large amount of turnover in senior management positions due to resignations and retirements. These positions included the County Manager, County Attorney, Clerk to the Board and Chief Financial Officer. The many transitions have left a large void in institutional history and knowledge. The transitions have also caused some items and processes to be missed which have resulted in some challenges for the County regarding audit processes and reporting. These issues have been addressed and have been corrected.

The recommended budget reflects the many obstacles faced by the County as it attempts to continue to rebound from a deep recession that has reduced its ability to generate revenues to pay for the many critical services it provides to the citizens of Beaufort County. Although many areas of North Carolina are back above pre-recession levels, eastern North Carolina continues to struggle to make headway. Economic conditions are slowly improving but there is still a long road ahead.

- Much of the work in preparing the recommended budget focused on critically evaluating all revenues and expenditures in an effort to adjust to the current and predicted future economic conditions.
- The recommended budget increases the County ad valorem tax rate by 2 cents from \$0.053 to \$0.055 for each \$100 of assessed valuation. At the assumed collection rates, this will generate approximately \$1.2M in additional annual revenue. As a reference, the recommended 2 cent tax increase will cost the owner of a \$100,000 house an additional \$20.00 per year in taxes.
- Even with the recommended 2 cent tax increase, the estimated property tax revenues for FY 16-17 are \$277,147 less than the FY 15-16 original budget. Without the recommended 2 cent tax increase, the property tax revenue levels are \$691,686 less than those actually received 3 years ago in FY 13-14.
- In the recommended budget, appropriation levels for most areas of County government have been reduced to FY 14-15 actual expenditure levels. In order to reduce appropriations below this level, the Board will need to look at the reduction or elimination of County services.

- The recommended budget moves the Solid Waste program out of the General Fund and establishes it as an Enterprise Fund. It also increases the current \$90.00 per year solid waste fee to \$140.00 so that the fund will be self-supporting. This recommendation will reduce the General Fund subsidy of solid waste by \$1,049,000 in FY 16-17.
- The recommended budget holds funding for the Beaufort County School System and Beaufort County Community College at prior year levels. Due to the need for budget flexibility, it is recommended that the allocation between current expense and capital expense be reviewed with the two Boards before finalizing the numbers.
- The recommended budget adds 5 additional positions to finalize the Emergency Medical Dispatch (EMD) system in the E-911 Communications Center. The County began planning for EMD several years ago and in FY 15-16 began initial implementation. The additional recommended positions in FY 16-17 will complete the system implementation.
- The recommended budget increases the service tax in EMS Service District E02 (Old Ford/Cherry Run area) by ½ cent, from 4 cents to 4.5 cents, to fully fund the cost of EMS services provided in the District and eliminate the General Fund subsidy of approximately \$11,000.
- The recommended budget funds one Paramedic level ambulance in EMS Service District E09 (Pantego/Belhaven area). This change will reduce costs from \$600,000 to \$350,000 annually. A service expansion request has also been proposed that will additionally reduce these costs.
- The recommended budget increases the service tax in EMS Service District ER (Bath/Pamlico Beach area) by 3.7 cents, from 1.3 cents to 5 cents, and eliminates funding (as recommended by the EMS Oversight Committee) to the Community EMS agency. Funding will be used to help support the County paramedic level ambulance serving the District.
- The recommended budget appropriates \$919,975 in General Fund fund balance. This appropriation is intended to cover the costs of capital expenditures included in the budget.

General Fund

The recommended General Fund budget for FY 16-17 is **\$56,320,001**.

Revenues

- ⇒ The recommended budget increases the ad valorem tax rate by \$0.02 from \$0.53 to \$0.55 for each \$100 of assessed property valuation.
- ⇒ The estimated total taxable valuation is \$5,921,190,319, made up of \$5,486,631,356 in real/personal property and \$434,558,963 in motor vehicles. Collections for real/personal property taxes are assumed at 97.32% and at 99.6% for motor vehicles per the audited FY 15-16 collection rates.
- ⇒ The estimated total taxable valuation in FY 16-17 is down approximately \$273,403,374, or 4.41%, from FY 15-16. This decrease is mostly related to reductions in business personal property listings.
- ⇒ The additional 2 cents will generate approximately \$1.2 in annual revenue. Even with the increase, the estimated property tax revenues for FY 16-17 are \$277,147 less than the FY 15-16 original budget. Without the increase, the property tax revenue levels are \$691,686 less than those actually received 3 years ago in FY 13-14.

- ⇒ The County is scheduled for revaluation in 2018. The following table shows the historical tax rate, including the tax rate at the same period in the octennial revaluation (eight years ago) of \$0.60.

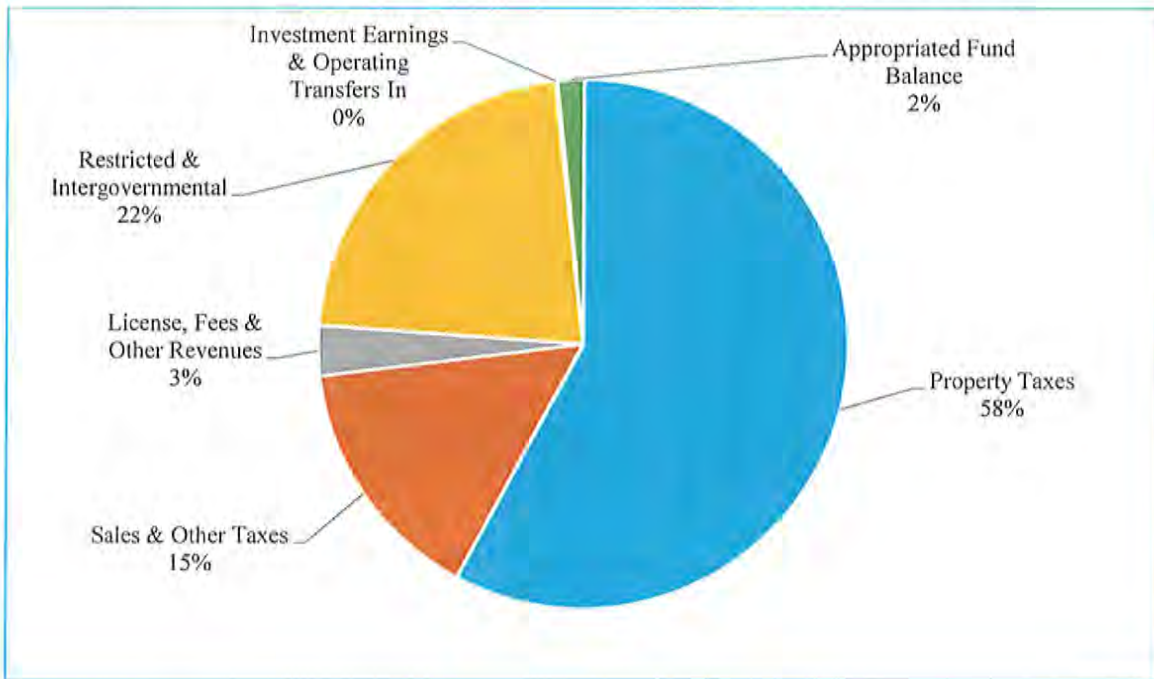
Fiscal Year	Tax Rate	Octennial Revaluation Year
2006-2007	\$0.60	5
2007-2008	\$0.60	6
2008-2009	\$0.60	7
2009-2010	\$0.60	8
2010-2011	\$0.50	1
2011-2012	\$0.53	2
2012-2013	\$0.53	3
2013-2014	\$0.53	4
2014-2015	\$0.53	5
2015-2016	\$0.53	6
2016-2017	\$0.55 Rec.	7

- ⇒ Sales tax revenues are estimated to be down in the current FY. However, due to changes made by the General Assembly regarding the distribution of sales taxes and the broadening of the sales tax base to include labor on certain services, the recommended budget estimates sales tax revenues to be slightly below the FY 14-15 levels of two years ago. Estimating sales tax revenues is extremely difficult and relies mostly on historical trends and economic forecasts. When the tax base is adjusted, it takes some time to determine what the real impacts of those adjustments are and for the trends to level back out.
- ⇒ Intergovernmental revenues are estimated to be slightly lower in FY 16-17 as compared to FY 15-16, even with additional EMS revenue transfers included. Without considering the additional EMS revenue transfers, the revenues are less than the revenues received two years ago in FY 14-15. However, intergovernmental revenues are subject to increase over the course of the year based on any additional program support provided by State and Federal programs administered through the Social Services Department and the Health Department.
- ⇒ Licenses, Fees and other General Fund revenues are projected significantly lower in FY 16-17. This is due mostly to moving Solid Waste, and its associated fees, out of the General Fund and into a separate Solid Waste Enterprise Fund. The recommended budget also increases the current \$90.00 per year solid waste fee to \$140.00 so that the Fund will be self-supporting. This recommendation will reduce the General Fund subsidy of solid waste by \$1,049,000. As a comparison, if the Solid Waste fees were removed from the FY 14-15 actual budget, the recommended budget would only be \$96,936 higher than the revenues collected two years ago, with all of the increase being attributed to the new EMS rescue fees. It is suggested that a full review of all fees be conducted over the next year.
- ⇒ Investment Earnings are projected to be flat due to low interest rate yields. Investment earning were not budgeted in the FY 15-16 budget.
- ⇒ The recommended budget appropriates \$919,975 in General Fund fund balance or 1.63% of General Fund expenditures. This appropriation is intended to cover the costs of capital expenditures included in the recommended budget. The appropriation is \$157,890 less

than the FY 15-16 original budget and \$1.64M less than the FY 15-16 amended budget due to several one-time capital expenditures and two service expansions during FY 15-16.

⇒ As of June 30, 2015 the unassigned General Fund fund balance was \$19,318,500, or 35.85% of expenditures. At the close of FY 15-16 it is estimated that the unassigned General Fund fund balance will be \$15,141,898, or 25.44% of expenditures. At the close of FY 16-17 it is estimated that the unassigned General Fund fund balance will be \$14,221,923, or 25.25% of expenditures (this percentage change is attributed to moving the Solid Waste operations out of the General Fund in FY 16-17, which lowers the overall General Fund expenditures).

⇒ Below is a chart showing the anticipated revenue sources for FY 16-17:

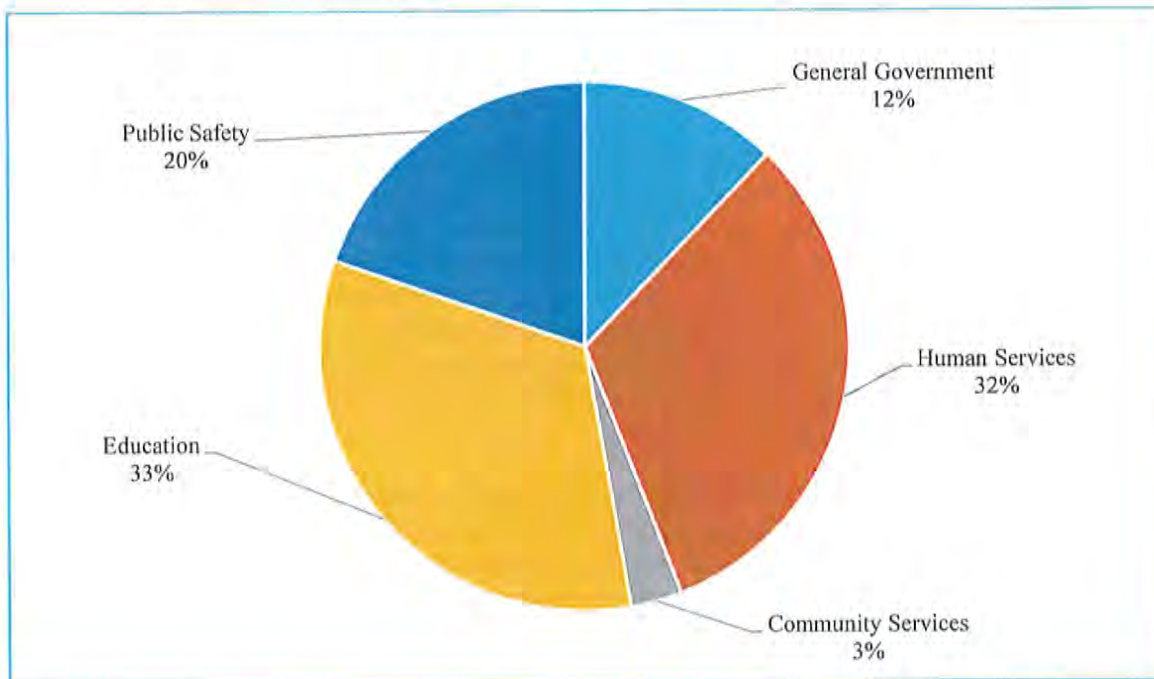


Expenditures

- ⇒ General Government Cost Centers – expenditures in these cost centers decreased overall by 4% from the FY 15-16 original budget. The recommended expenditure levels are in excess of \$1.5M less than the FY 14-15 actuals. Court Facilities expenditures are higher due to renovation work planned in the Courthouse. Maintenance, Building and Grounds expenditures are also higher due to several recommended capital projects such as the replacement of the Courthouse roof and the demolition of the Old County Home building. The Finance Alternate cost center is eliminated in this budget. A new Non-Departmental cost center is established to more accurately account for expenditures that were previously spread across multiple cost centers.
- ⇒ Human Services Cost Centers – expenditures in these cost centers increased overall by \$247,400 or 1.4%. The increases are mainly due to fully budgeting projected service levels in the Department of Social Services and the Health Department. These estimates are provided by the State as they relate to State and Federal funded programs. If service levels do not reach the projected levels, the funds are not expended.
- ⇒ Community Services Cost Centers – expenditures in these cost centers are up overall by \$189,869, or 12.6%. The increase is entirely due to the inclusion of the Economic

Development Department (\$277,988) in this group. In previous years the economic development expenditures were accounted for in a separate fund since the service was provided through the Economic Development Commission. With the dissolution of the Commission, the Economic Development Department was established by the County to provide these services. Last year the Economic Development Department was still shown in a separate fund, but in FY 16-17 it is shown under the General Fund as this is how it is funded.

- ⇒ Education Cost Centers – recommended expenditures in these cost centers are held flat from the prior year original budget. The appropriation for the Beaufort County Schools shows a \$300,000 reduction, but this was a special one-time capital appropriation last year for construction work at Eastern Elementary School. The baseline level for capital outlay was \$1.5M. Due to the need for budget flexibility, it is recommended that the allocation between current expense and capital expense be reviewed with the two Boards before finalizing the numbers.
- ⇒ Public Safety Cost Centers – expenditures in these cost centers are up overall by \$1.2M or 12.8%. This is attributed to several factors: 1) In the Sheriff’s Office FY 15-16 budget, the personnel and benefits calculations were not accurate and were approximately \$500,000 low when the budget was adopted; 2) The recommended budget adds 5 additional positions to finalize the Emergency Medical Dispatch (EMD) system in the E-911 Communications Center. The County began planning for EMD several years ago and in FY 15-16 began initial implementation. The additional recommended positions in FY 16-17 will complete the system implementation; 3) The recommended budget includes a full year funding of the County Paramedic program. The prior year budget only included an appropriation for six months; 4) The \$350,000 private contract to provide EMS services in the Pantego/Belhaven area is now shown in the Other Emergency Services cost center. It was previously shown in the Rescue Fund.
- ⇒ Below is a chart showing the recommended FY 16-17 appropriations by cost center (it does not include debt service 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 one enterprise fund, the County Water System, and it is recommended that the Solid Waste Operations be removed from the General Fund and accounted for as an enterprise fund beginning July 1, 2016.

Water Fund

The Water Fund recommended budget is \$6,595,520, which is 3.28% greater than the prior year and includes the following changes:

- ⇒ A 3% rate increase across all districts is recommended in order to service the debt and meet other financial obligations of the districts. Debt service for all the districts increases greatly each year from 2015 to 2018 due to the way the debt was structured.
- ⇒ Debt service from FY 15-16 to FY 16-17 increased by \$364,449.
- ⇒ Expenditures in the amount of \$115,500 are recommended as capital.
- ⇒ It is estimated that \$572,000 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 \$3,100,667, which is 3.8% less than the prior year and includes the following changes:

- ⇒ The Solid Waste operations are moved out of the General Fund and established as a separate Solid Waste Enterprise Fund.
- ⇒ The current \$90.00 per year solid waste fee is recommended to increase to \$140.00 so that the fund will be self-supporting. This recommendation will reduce the General Fund subsidy of solid waste by \$1,049,000 in FY 16-17.
- ⇒ The recommended budget appropriates \$15,567 in contingency to balance the budget, but it is not anticipated to be spent.

Summary

Beaufort County faces many challenges in the upcoming fiscal year. This recommended budget continues County provided services and operations but also increases the ad valorem tax rate by 2 cents and increases some fees in order to do this.

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 16-17 will be important factors in the performance of this budget. Beaufort County, as well as Eastern North Carolina, continues to struggle to recover from the devastating effects of the Great Recession. Although many areas of North Carolina are back to pre-recession economic levels, Beaufort County still has a ways to go. 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.

Putting together a budget is a tremendous effort. Chief Financial Officer Anita Radcliffe 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. Being new in her role as CFO she had the monumental task of very quickly learning a new financial software system, learning the programs and financial structures of county government programs as compared to municipal government programs, and helping create the recommended budget, all while making sure the Finance Department continued daily operations. I am extremely thankful for her many long hours of hard work and her incredible work ethic.

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 have had the opportunity to work in two different county governments and two different municipal governments across North Carolina and 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
County Manager

Budget Schedule 2016-2017

Scheduled Week Of	Status	Budget Task
01/25/16	Complete	Budget packets distributed to Management Team
01/25/16	Complete	Outside Agency budget requests distributed
02/01/16	Complete	Budgetary & strategic planning retreat with Board
03/07/16	Complete	Preliminary revenue estimates
03/07/16	Complete	Outside Agency budget requests submitted to Finance
03/07/16	Complete	Continuation budgets submitted to Finance
03/14/16	Complete	Expansion budgets submitted to Finance
03/14/16	Complete	Budget compiled by Finance
03/28/16	Complete	Budget review with Manager (scheduled over 2 weeks)
04/18/16	Complete	Finalize revenue estimates - Finance
05/09/16		Manager's recommended budget presented to Board (regular meeting on 05/09/16)
05/09/16		Budget available for public viewing at Clerk's office and posted on web site
05/10/16		Commissioner's budget questions/clarification to Manager (please submit before 5/12/16)
05/16/16		Budget workshops with Board (scheduled over 2 weeks, see below)
05/23/16		Advertise public hearing for budget
06/06/16		Public hearing- budget (regular meeting on 06/06/16)
06/20/16		Budget adopted (special called meeting on 06/20/16)
06/20/16		Budget posted to web site

Budget workshop meetings with Board

May 16, 201 General Fund

May 17, 201 General Fund

May 19, 201 Enterprise Funds

May 23, 201 Service Expansion - County

May 24, 201 Service Expansion - Outside Agencies

May 26, 201 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 maintains five Special Revenue Funds: Tax Revaluation Fund, Emergency Telephone System, Fire & Rescue Tax Districts, Industrial Recruitment, and State/Federal Seized Funds.

Capital Projects Funds- Capital Projects Funds account for financial resources to be used for the acquisition and construction of major capital facilities (other than those financed by enterprise funds and trust funds). Currently, the County maintains three Capital Project Funds: Hazard Mitigation, Economic Development, and Capital Reserves.

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 one enterprise fund, the County Water System, and it is recommended that the Solid Waste Operations be removed from the General Fund and accounted for as an enterprise fund beginning July 1, 2016.

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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 departmental level. The current practice for amending the Beaufort County budget allows the Finance Officer, with the approval of the County Manager, to transfer non- salary/fringe benefit appropriations of up to \$5,000 between line item expenditures within departments. The transfers must be reported to the Board at the next regular meeting. The current policy allows line items within a department to go severely overspent as long as the overall department stays within budget, making it extremely difficult to ensure budgetary compliance. In order to strengthen budgetary controls, it is recommended that transfers within a department from one line item to another (intradepartmental transfers) be submitted by departments to the Finance Officer or the County Manager for approval. Further, it is recommended that the Finance Officer or County Manager be allowed to approve transfers between departments that do not increase the overall budget and 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-asyou-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 yearto-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.

Current Outstanding Debt

Beaufort County's outstanding bonded debt is comprised of debt incurred from the issuance of general obligation bonds. General Obligation bonds require the voter approval because they pledge the taxing power of the County.

As of June 30, 2012 the total outstanding General Obligation bond debt for the Beaufort County General Fund was \$25,295,000. This debt was incurred entirely for school construction in 2005, 2006, and 2007.

Total other outstanding tax supported debt for the Beaufort County General Fund as of June 30, 2012 was \$6,544,838. This debt was made up of energy savings contract borrowing, community college construction project, and Dept of Commerce borrowing on the Industry Ready II building.

The North Carolina General Statutes set a legal limit on the amount of debt that can be issued by a local unit of government. NCGS 159-55 sets the legal net debt limit at 8% of the County's assessed values. As of June 30, 2012 Beaufort County's net debt is 0.53% of assessed valuation. This limit is well below the statutory requirement, but staff recommends the policy of no more than 2% as the County's debt limitation. In a review of 21 counties in our state that fit our peer county designation the average debt to assessed valuation was 0.654%.

The Debt Per Capita is a measure used to compare the debt burdens of counties and other local governments. As of June 30, 2012 Beaufort County had a Debt Per Capita of \$657. In a review of 21 counties in our state that fit within our population range the average Debt Per Capita was \$798.

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 index.

BEAUFORT COUNTY
SUMMARY OF AUTHORIZED FULL TIME POSITIONS

Cost Centers	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Recommended
Animal Control	4	4	4	4	4
Building Maintenance	2	2	2	2	2
Communications	12	12	12	13	18
County Manager	4	4	5	4	4
Economic Development	2	2	2	2	2
Elections	2	2	2	3	3
Emergency Management	1	2	2	2	2
Emergency Medical Services	-	-	1	17	17
Finance	5	5	5	6	6
Health Department	41	41	41	41	41
Human Resources	-	-	-	3	3
Inspections	3	3	3	-	-
Jail	21	21	21	20	20
Land Records	2	2	2	-	-
Planning	-	-	-	7	7
Register of Deeds	5	5	5	5	5
heriff	53	53	57	59	59
Social Services	108	108	110	115	115
Soil and Water Conservation	2	2	2	2	2
Tax Assessor	8	8	8	10	10
Tax Collector	6	6	6	7	7
Veterans	1	1	1	1	1
Water Department	25	25	25	27	27
Grand Total	307	308	316	350	355

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**BEAUFORT COUNTY SALARY PLAN
2015 - 2016**

GRADE	MIN	MID	MAX	POSITION TITLE	LOCATION DESC
5	19,138	22,967	26,797		
				CHORE PROVIDER	SOCIAL SERVICES
				NUTRITION SITE PROGRAM SUPERVISOR	SOCIAL SERVICES
8	23,637	28,364	33,092		
				COMMUNITY HEALTH ASSISTANT	HEALTH
				COMMUNITY SOCIAL SERVICE ASSISTANT	SOCIAL SERVICES
				MEDICAL RECORDS ASSISTANT III	HEALTH
				PROCESSING ASSISTANT III	HEALTH
9	25,136	30,162	35,189		
				EMT INTERMEDIATE	EMERGENCY MEDICAL
				FOREIGN LANGUAGE INTERPRETER	HEALTH
10	26,635	31,961	37,288		
				ACCOUNTING CLERK IV	HEALTH
				ACCOUNTING CLERK IV	SOCIAL SERVICES
				ADMINISTRATIVE SUPPORT SPECIALIST	SHERIFF
				ANIMAL CONTROL OFFICER	ANIMAL CONTROL
				DEPUTY REGISTER OF DEEDS	REG 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	28,134	33,760	39,387		
				ADMINISTRATIVE SECRETARY II	HEALTH
				ELECTIONS SPECIALIST	ELECTIONS
				FACILITY MAINTENANCE TECHNICIAN	PUBLIC BUILDINGS
				HUMAN RESOURCES ASSISTANT	HUMAN RESOURCES
				LEAD METER READER	WATER
				MEDICAL OFFICE ASSISTANT	HEALTH
				PLANNING CUSTOMER SERVICE REPRESENTATIVE	PLANNING
				SENIOR DISTRIBUTION MECHANIC	WATER
				SR UNTILITY CUSTOMER SERVICE REPRESENTATIVE	WATER
				TAX CUSTOMER SERVICE REPRESENTATIVE	TAX ADMINISTRATION
				TAX CUSTOMER SERVICE REPRESENTATIVE	TAX COLLECTIONS
				WATER TREATMENT PLANT OPERATOR	WATER
				WATER TREATMENT PLANT OPERATOR	WATER
12	29,632	35,558	41,486		
				ACCOUNTING TECHNICIAN II	SOCIAL SERVICES
				ACCOUNTING/PERMIT TECHNICIAN	PLANNING
				ACCOUNTING/PERMIT TECHNICIAN	PUBLIC BUILDINGS
				ADMINISTRATIVE ASSISTANT I	ECON DEVELOPMENT
				ADMINISTRATIVE ASSISTANT I	SOCIAL SERVICES
				ADMINISTRATIVE ASSISTANT I	SOIL CONSERVATION
				ADMINISTRATIVE ASSISTANT I	HEALTH
				COMPUTER SUPPORT TECHNICIAN II	SOCIAL SERVICES
				DEPUTY TAX COLLECTOR II	TAX COLLECTIONS
				EMERGENCY MANAGEMENT TECHNICIAN	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
2015 - 2016**

GRADE	MIN	MID	MAX	POSITION TITLE	LOCATION DESC				
18	38,627	46,352	54,077						
				ACCOUNTING SPECIALIST I	FINANCE				
				DIRECTOR OF COMMUNICATION & 911 SERVICES	COMMUNICATIONS				
				HUMAN RESOURCES DIRECTOR - SHERIFF					
				INCOME MAINTENANCE SUPV. III	SOCIAL SERVICES				
				SOCIAL WORKER II	SOCIAL SERVICES				
				SOCIAL WORKER II	HEALTH				
				SR. LAND RECORDS SPECIALIST	PLANNING				
19	40,126	48,151	56,176	TELECOMMUNICATIONS SUPERVISOR	COMMUNICATIONS				
				ADMINISTRATIVE OFFICER II	SOCIAL SERVICES				
				COMPUTER SYSTEMS ADMINISTRATOR II	SOCIAL SERVICES				
				LEAD BUILDING INSPECTOR	PLANNING				
				NUTRITIONIST III	HEALTH				
				MAINTENANCE COORDINATOR	MAINTENANCE				
				NUTRITIONIST III	HEALTH				
20	41,624	49,949	58,213	SERGEANT	SHERIFF				
				SERGEANT INVESTIGATIONS					
				ASSISTANT TAX COLLECTOR	TAX COLLECTIONS				
				SOCIAL WORKER III	SOCIAL SERVICES				
				21	43,125	51,748	60,372		
								DEPUTY TAX ASSESSOR	TAX ADMINISTRATION
								HUMAN SERVICES PLANNER/EVALUATOR III	HEALTH
INCOME MAINTENANCE ADMINISTRATOR I	SOCIAL SERVICES								
SOCIAL WORKER INVESTIGATION & TREATMENT	SOCIAL SERVICES								
PUBLIC HEALTH NURSE I	SOCIAL SERVICES								
22	44,624	53,547	62,472						
				ACCOUNTING SPECIALIST II	FINANCE				
				EDUCATION COORDINATOR	SOIL CONSERVATION				
				ENVIRONMENTAL HEALTH SPECIALIST	HEALTH				
				FISCAL UTILITIES MANAGER	WATER				
				FIRST SERGEANT INVESTIGATIONS	SHERIFF				
23	46,122	55,346	64,571	FIRST SERGEANT NARCOTICS	SHERIFF				
24	47,621	57,144	66,669	PUBLIC HEALTH NURSE II	HEALTH				
25	49,120	58,943	68,768	CHIEF DETENTION OFFICER					
				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	49,120	58,943	68,768	CAPTAIN	JAIL				
				CAPTAIN INVESTIGATIONS	SHERIFF				
				CAPTAIN PATROL	SHERIFF				
				CLERK TO BOARD/ADMIN ASST TO COUNTY MANAGER	COUNTY MANAGER				
				DIRECTOR OF ELECTIONS	ELECTIONS				
				EMERGENCY MANAGEMENT DIRECTOR	EMERGENCY MGMT.				
				PUBLIC HEALTH NURSE SUPERVISOR I	HEALTH				

**BEAUFORT COUNTY SALARY PLAN
2015 - 2016**

GRADE	MIN	MID	MAX	POSITION TITLE	LOCATION DESC
26	50,619	60,743	70,867	SOCIAL WORK PROGRAM ADMINISTRATOR I	SOCIAL SERVICES
27	52,118	62,540	72,965	BUSINESS OFFICER I	HEALTH
				ENVIRONMENTAL HEALTH SUPERVISOR II	HEALTH
				PUBLIC HEALTH NURSE SUPERVISOR II	HEALTH
28	53,617	64,341	75,064	COUNTY SOC SERVICES PROGRAM ADMINISTRATOR II	SOCIAL SERVICES
				MAJOR	SHERIFF
				PUBLIC HEALTH NURSE DIRECTOR I	HEALTH
30	56,614	67,937	79,260	HUMAN RESOURCES MANAGER	HUMAN RESOURCES
				DEPUTY FINANCE DIRECTOR	FINANCE
				REGISTER OF DEEDS	REG DEEDS
				TAX COLLECTOR	TAX COLLECTIONS
33	61,113	73,335	85,558	ATTORNEY I	SOCIAL SERVICES
35	64,110	76,932	89,755	CHIEF DEPUTY SHERIFF	SHERIFF
				EMERGENCY MEDICAL SERVICES DIRECTOR	EMERGENCY MED SERV
				RISK MANAGER	COUNTY MANAGER
				PHYSICIAN EXTENDER II	HEALTH
				PLANNING DIRECTOR	PLANNING
38	68,607	82,329	96,050	COUNTY SOCIAL SERVICES DIRECTOR	SOCIAL SERVICES
				LOCAL HEALTH DIRECTOR	HEALTH DEPARTMENT
40	71,606	85,926	100,247	TAX ASSESSOR	TAX ADMINISTRATION
45	79,101	94,920	110,741	FINANCE DIRECTOR	FINANCE
				SHERIFF	SHERIFF
49	85,100	102,117	116,798	PUBLIC WORKS DIRECTOR	WATER
				ECONOMIC DEVELOPMENT DIRECTOR	ECON DEVELOPMENT
73	121,085	145,302	174,363	COUNTY MANAGER	COUNTY MANAGER

**SUMMARY OF REVENUES
GENERAL FUND**

REVENUES BY MAJOR SOURCE	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Property Taxes	\$ 32,090,979	\$ 32,876,440	\$ 32,876,440	\$ 32,599,293
Sales & Other Taxes	8,724,043	8,119,020	8,119,020	8,556,529
License, Fees and Other Revenues	3,601,051	4,140,650	4,393,170	1,722,049
Restricted & Intergovernmental Revenues	12,236,295	11,489,647	12,608,510	12,447,155
Investment Earnings & Operating Transfers In	141,631	-	-	75,000
Appropriated Fund Balance	-	1,077,865	2,606,139	919,975
Total Revenues	\$ 56,793,999	\$ 57,703,622	\$ 60,603,279	\$ 56,320,001

Property Taxes:

Counties in North Carolina are prohibited from imposing taxes unless specifically authorized by the General Assembly. State lawmakers have allowed counties to raise revenue through the property tax, which generates approximately 57.88% 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 2016-2017 is based on a total taxable valuation of \$5,921,190,319.

Assumptions: The estimated net taxable value for 2016-2017 including motor vehicles is \$5,921,190,319 and includes a 2¢ recommended increase in taxes. With a tax rate of 55¢ and a collection rate of 97.32% for real/personal property and a collection rate of 99.6% for motor vehicles, the projected current year total property tax revenue is \$31,748,257 using the following formula:

Real/Personal - \$5,486,631,356 multiplied by .55 multiplied by .9732 multiplied by .01 equals \$29,367,743
Registered Motor Vehicles - \$434,558,963 multiplied by .55 multiplied by .996 multiplied by .01 equals \$2,380,514

PROPERTY TAXES	FY 14/15 Actual	FY 15/16 Original	FY 15/16 Amended	FY 16/17 Recommended
Current Year	\$ 30,889,465	\$ 31,658,476	\$ 31,658,476	\$ 31,748,257
Prior Years	861,646	879,541	879,541	653,395
Penalties & Interest	339,868	338,423	338,423	197,641
Total	\$ 32,090,979	\$ 32,876,440	\$ 32,876,440	\$ 32,599,293

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 estimated to be down for the current fiscal year; however, with the law changes surrounding distribution and taxing authority on service labor, we have budgeted sales tax revenues back to the FY 14/15 levels.

Other taxes include register of deeds state excise tax, scrap tire disposal tax, white goods disposal tax, and rental vehicle tax.

SALES & OTHER TAXES & LICENSES	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
County 1% (Article 39)	\$ 3,725,305	\$ 3,469,077	\$ 3,469,077	\$ 3,725,305
Article 40	2,560,030	2,444,122	2,444,122	2,560,030
Article 42	2,115,794	1,971,067	1,971,067	2,115,794
Article 44	(216)	-	-	-
State Excise Tax - Register of Deeds	167,325	119,545	119,545	127,000
Scrap Tire Disposal	122,479	87,179	87,179	-
White Goods Disposal	8,795	6,261	6,261	-
Rental Vehicle Receipts	20,512	14,600	14,600	25,000
Licenses	4,019	7,169	7,169	3,400
Total	\$ 8,724,043	\$ 8,119,020	\$ 8,119,020	\$ 8,556,529

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.

INTERGOVERNMENTAL REVENUES	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Beer & Wine Tax	\$ 163,341	\$ 107,167	\$ 107,167	\$ 163,000
ABC Tax Distributions	141,034	80,374	80,374	145,000
DWI Fines - State Roads Act	6,052	3,791	3,791	5,000
Federal and State grants	11,270,686	11,259,827	11,928,690	10,852,771
Court Costs	58,663	38,488	38,488	60,000
Lottery Proceeds	450,000	-	450,000	450,000
EMS GF Tax Revenues	146,519	-	-	771,384
Total	\$ 12,236,295	\$ 11,489,647	\$ 12,608,510	\$ 12,447,155

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, because 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 14/15 Actual	FY 15/16 Original	FY 15/16 Amended	FY 16/17 Recommended
Building & Inspection Fees	\$ 88,070	\$ 85,178	\$ 85,178	\$ 112,400
Advalorem Tax Collections Fees	105,304	-	-	105,500
Animal Control Fees	48,046	-	-	42,000
Cable Franchise Fees	133,723	-	-	129,500
Deputy Travel Reimbursement	75,043	-	-	80,000
Donations/Contributions	13,120	-	-	3,500
DSS Aging Program	4,638	-	-	11,000
DSS Repayments	37,447	60	60	12,838
Election/Candidate Fees	369	-	-	-
EMS Franchise Fees	-	-	-	5,250
EMS Rescue Fees	-	-	-	120,000
Environmental Health Fees	47,180	47,375	48,536	49,100
Health Fees	142,644	131,338	148,538	206,388
Hospital Share of Service	21,391	-	-	21,562
Insurance Proceeds	7,054	-	21,784	-
Land Records Fees	364	-	-	-
Miscellaneous	3,247	3,686,877	3,859,252	2,000
Register of Deeds - Miscellaneous	176,346	170,944	170,944	186,000
Rents	230,704	-	40,000	269,946
Sale of Fixed Assets	26,064	-	-	25,000
School Resource Officer	194,866	-	-	194,865
Sheriff's Fees	84,319	18,878	18,878	100,000
Solid Waste Fees	1,975,938	-	-	-
Tax Department Fees	127,766	-	-	34,000
Tideland Loan Repayment	40,000	-	-	-
Vending Concessions	17,408	-	-	11,200
Total License, Fees & Other	\$ 3,601,051	\$ 4,140,650	\$ 4,393,170	\$ 1,722,049

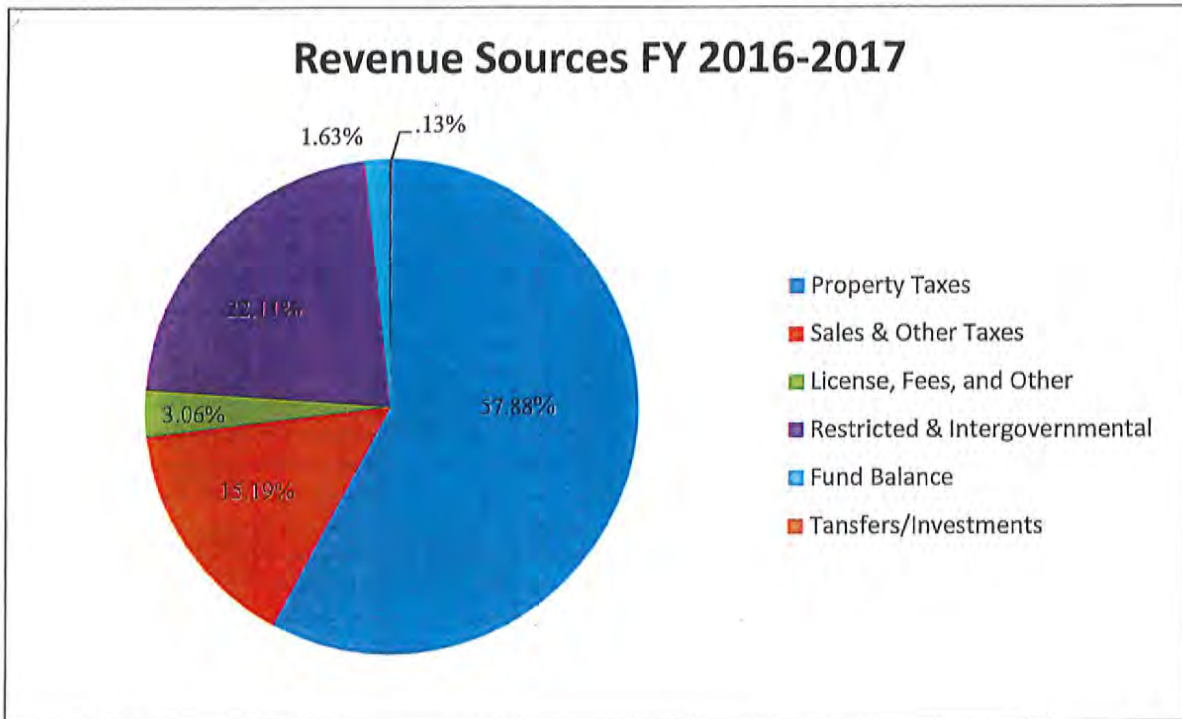
Sales, services and other revenues were forecast with input from department managers, grant sources and historical data. Each revenue category was considered separately and forecast from a zero base. It is recommended that a thorough review of the fees in this classification be done over the next 6 months.

Investment Earnings and Transfers In:

Investment earnings are expected to remain flat due to low interest rate yields. The Finance department plans to review investment options given the yield curve is expected to remain low on existing investments.

**INVESTMENT EARNINGS &
TRANSFERS FROM OTHER FUNDS**

	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Investment Earnings	\$ 11,067	\$ -	\$ -	\$ 15,000
Transfer from Capital Project Funds	125,564	-	-	-
Transfer from Seized Funds	5,000	-	-	-
Transfer from Economic Dev Fund	-	-	-	60,000
Total Investment Earnings and Transfers In	\$ 141,631	\$ -	\$ -	\$ 75,000



GENERAL FUND APPROPRIATED FUND BALANCE

In FY 2016-17, 1.63% of the general fund expenditures or \$919,975 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". Of North Carolina's 100 counties: 8 are rated "AAA"; 44 are rated "AA"; and 11 are rated "A".

Fiscal Year Ending	Unassigned Fund Balance	Percentage of Expenditures	Fund Balance Target Policy
Projected June 30, 2017	\$14,221,923	25.25%	35%
Est. June 30, 2016	15,141,898	25.44%	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%

Assumptions: The County estimated the fund balance available for appropriation using the audited financial statements for FY ended June 30, 2015 and estimated the operating results of FY 2015-16. Based on the estimate, the County will exceed the minimum 8% requirement and will have resources to meet obligations prior to receiving the property tax revenues in December 2016.

Actual FY 14-15	Original FY 15-16	Amended FY 15-16	Recommended FY 16-17
\$0	\$1,077,865	\$2,566,139	\$919,975

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SUMMARY OF GENERAL FUND EXPENDITURES

GENERAL FUND	FY 2014/2015 ACTUAL	BUDGET	BUDGET	BUDGET	% CHANGE	% CHANGE
		FY 2015-2016 ORIGINAL	FY 2015-2016 AMENDED	FY 2016-2017 RECOMMENDED	FY 15-16 ORIGINAL vs. FY 16-17 RECOMMENDED	FY 15-16 AMENDED vs. FY 16-17 RECOMMENDED
Governing Body	227,807	952,278	1,432,278	369,649	-61.2%	-74.2%
County Administration	904,173	433,551	479,051	446,985	3.1%	-6.7%
Finance	496,477	703,055	703,055	597,500	-15.0%	-15.0%
Finance Alternate	71,625	148,000	148,000	-	-100.0%	-100.0%
Human Resources	0	191,272	191,272	191,567	0.2%	0.2%
Tax Assessor	1,749,860	839,792	839,792	738,815	-12.0%	-12.0%
Tax Collector	0	634,645	634,645	581,403	-8.4%	-8.4%
Legal Services	100,464	-	-	-		
Court Facilities	133,868	210,770	503,770	596,475	183.0%	18.4%
Elections	302,230	385,661	385,661	312,416	-19.0%	-19.0%
Register of Deeds	336,382	407,798	407,798	312,404	-23.4%	-23.4%
Maintenace, Buildidngs, & Grounds	1,251,239	1,492,266	1,575,993	1,685,455	12.9%	6.9%
Debt Service	2,768,501	2,715,378	2,715,378	2,643,972	-2.6%	-2.6%
Non-Departmental	-	-	-	487,000		
Transfers to Other Funds	2,280,595	396,880	605,949	149,500	-62.3%	-75.3%
Contingency	23,519	25,000	-	25,000		
Social Services	11,937,447	12,866,614	13,262,249	13,184,421	2.5%	-0.6%
Health Department	3,251,359	3,378,073	3,509,394	3,482,927	3.1%	-0.8%
Veteran's Assistance	54,995	56,167	56,167	57,269	2.0%	2.0%
Area Mental Health & Transportation	466,419	631,113	631,113	454,750	-27.9%	-27.9%
Cooperative Extension	205,037	231,175	231,175	234,571	1.5%	1.5%
Soil/Water Conservation	125,654	140,291	140,291	135,783	-3.2%	-3.2%
Youth Services	210,788	209,268	209,268	209,628	0.2%	0.2%
Justside Agencies	359,481	424,873	457,373	374,873	-11.8%	-18.0%
Economic Development	-	-	-	277,988		
Planning	452,888	498,850	542,550	461,483	-7.5%	-14.9%
Building Inspection	199,815	-	-	-		
Beaufort County Public Schools	14,630,288	15,033,163	15,033,163	14,733,163	-2.0%	-2.0%
Beaufort County Community College	2,876,512	3,013,126	3,233,126	3,013,126	0.0%	-6.8%
Sheriff	4,610,074	4,628,184	4,622,399	5,121,431	10.7%	10.8%
Jail	1,627,030	1,922,551	1,899,336	1,862,090	-3.1%	-2.0%
E-911 Communications	648,639	744,499	809,499	1,168,500	57.0%	44.3%
Emergency Medical Services	13,336	134,490	940,134	1,167,182	767.9%	24.2%
Emergency Management	235,762	297,389	337,389	223,617	-24.8%	-33.7%
Forestry Services	103,615	148,672	148,672	151,715	2.0%	2.0%
Other Emergency Services	673,848	198,049	198,049	551,672	178.6%	178.6%
Animal Control	309,382	387,240	405,800	315,671	-18.5%	-22.2%
Solid Waste	3,023,901	3,223,488	3,223,488	-	-100.0%	-100.0%
TOTAL GENERAL FUND	\$ 56,663,010	\$ 57,703,621	\$ 60,513,277	\$ 56,320,001	-2.4%	-6.9%
Shown for comparisons:						
Economic Development	251,762	297,380	306,449	-		
Other Emergency Services	-	560,000	600,000	-		
Solid Waste Operations	-	-	-	3,085,100		
	\$ 56,914,772	\$ 58,561,001	\$ 61,419,726	\$ 59,405,101		

SUMMARY - OTHER GOVERNMENTAL FUNDS

	PAGE NUMBER	FY 2014/2015 ACTUAL	BUDGET	BUDGET	BUDGET	% CHANGE	% CHANGE
			FY 2015-2016 ORIGINAL	FY 2015-2016 AMENDED	FY 2016-2017 RECOMMENDED	FY 15-16 ORIGINAL vs. FY 16-17 RECOMMENDED	FY 15-16 AMENDED vs. FY 16-17 RECOMMENDED
E-911 Telephone System Fund							
Revenues		\$ 295,240	\$ 793,000	\$ 793,000	\$ 1,737,283	119.1%	119.1%
Expenditures		\$ 180,710	\$ 793,000	\$ 793,000	\$ 1,737,283	119.1%	119.1%

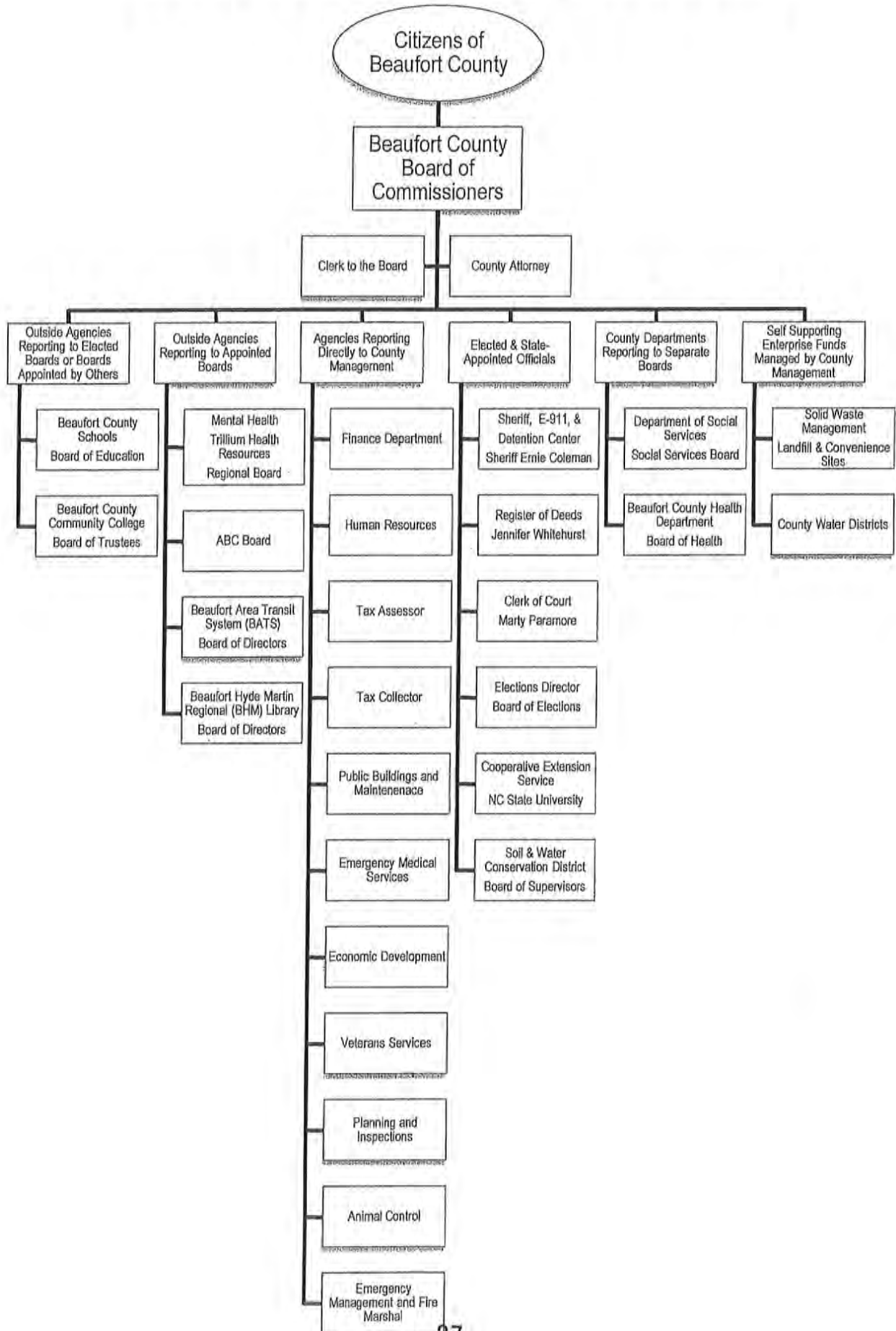
	PAGE NUMBER	FY 2014/2015 ACTUAL	BUDGET	BUDGET	BUDGET	% CHANGE	% CHANGE
			FY 2015-2016 ORIGINAL	FY 2015-2016 AMENDED	FY 2016-2017 RECOMMENDED	FY 15-16 ORIGINAL vs. FY 16-17 RECOMMENDED	FY 15-16 AMENDED vs. FY 16-17 RECOMMENDED
Seized Drug Fund							
Revenues		\$ 35,869	\$ -	\$ 9,800	\$ 15,500		58.2%
Expenditures		\$ 10,229	\$ -	\$ 9,800	\$ 15,500		58.2%

	PAGE NUMBER	FY 2014/2015 ACTUAL	BUDGET	BUDGET	BUDGET	% CHANGE	% CHANGE
			FY 2015-2016 ORIGINAL	FY 2015-2016 AMENDED	FY 2016-2017 RECOMMENDED	FY 15-16 ORIGINAL vs. FY 16-17 RECOMMENDED	FY 15-16 AMENDED vs. FY 16-17 RECOMMENDED
Fire/Rescue Tax Fund							
Revenues		\$ 1,521,751	\$ 1,526,300	\$ 1,530,300	\$ 1,540,000	0.9%	0.6%
Expenditures		\$ 1,521,751	\$ 1,526,300	\$ 1,530,300	\$ 1,540,000	0.9%	0.6%

	PAGE NUMBER	FY 2014/2015 ACTUAL	BUDGET	BUDGET	BUDGET	% CHANGE	% CHANGE
			FY 2015-2016 ORIGINAL	FY 2015-2016 AMENDED	FY 2016-2017 RECOMMENDED	FY 15-16 ORIGINAL vs. FY 16-17 RECOMMENDED	FY 15-16 AMENDED vs. FY 16-17 RECOMMENDED
EMS Tax Fund							
Revenues		\$ 1,026,027	\$ 1,025,546	\$ 1,025,546	\$ 1,052,000	2.6%	2.6%
Expenditures		\$ 1,026,027	\$ 1,025,546	\$ 1,025,546	\$ 1,052,000	2.6%	2.6%

	PAGE NUMBER	FY 2014/2015 ACTUAL	BUDGET	BUDGET	BUDGET	% CHANGE	% CHANGE
			FY 2015-2016 ORIGINAL	FY 2015-2016 AMENDED	FY 2016-2017 RECOMMENDED	FY 15-16 ORIGINAL vs. FY 16-17 RECOMMENDED	FY 15-16 AMENDED vs. FY 16-17 RECOMMENDED
Tax Revaluation Fund							
Revenues		\$ 747,500	\$ 149,500	\$ 149,500	\$ 149,500	0.0%	0.0%
Expenditures		\$ -	\$ -	\$ -	\$ -		

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 Langley, and the Vice-Chairman, Gary Brinn, were selected by the other Board members at the December 2015 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 Administration Building. 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 Langley, Chairman of the Board
Katie Mosher, Clerk to the Board

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

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Email: katie.mosher@co.beaufort.nc.us

<u>Current Members of the Board</u>	<u>Term Expires</u>
Jerry Langley, Chairman	December 2016
Gary Brinn, Vice-Chairman	December 2016
Robert Belcher, Commissioner	December 2016
Ed Booth, Commissioner	December 2018
Ron Buzzeo, Commissioner	December 2018
Hood Richardson, Commissioner	December 2016
Frankie Waters, Commissioner	December 2018

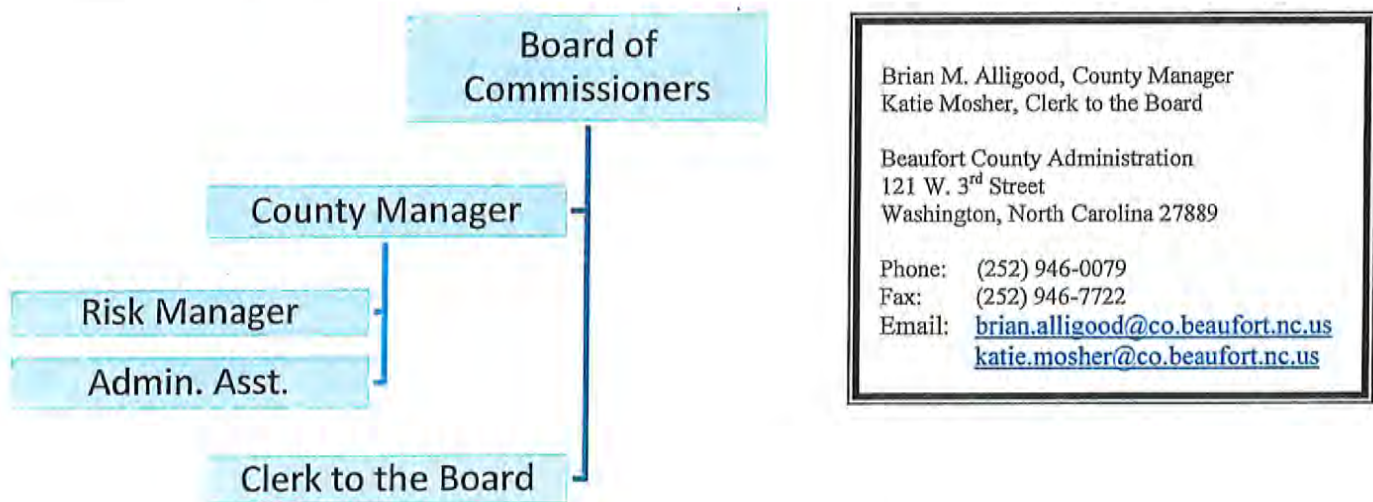
GOVERNING BOARD	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 130,595	\$ 112,782	\$ 126,582	\$ 127,140
Benefits	11,068	14,196	14,196	9,909
Operating	86,144	793,300	779,500	232,600
Capital Outlay	0	32,000	512,000	0
Total	\$ 227,807	\$ 952,278	\$ 1,432,278	\$ 369,649

41.10 Governing Body

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommend
BOARD SALARY	\$ 109,335	\$ 112,782	\$ 112,782	\$ 112,500	\$ 113,340	\$ 113,340
BOARD TRAVEL ALLOWANCE	21,260	-	13,800	13,800	13,800	13,800
FICA 6.2%	7,407	6,992	6,992	7,831	7,883	7,883
HOSPITALIZATION-EMPLOYEE	1,792	5,377	5,377	-	-	-
MEDICARE 1.45%	1,733	1,635	1,635	1,832	1,844	1,844
LIFE INSURANCE-EMPLOYEE	136	192	192	131	182	182
WORKERS COMPENSATION INSURANCE	424	600	600	508	600	600
PROF.SERVICE-AUDIT/ACCOUNTING	-	80,000	89,000	73,000	-	-
PROFESSIONAL SERVICE-LEGAL	-	120,000	120,000	110,000	94,000	94,000
PROFESSIONAL SERVICES	-	36,000	36,000	41,000	40,000	40,000
VIDEO/AUDIO SERVICES	28,128	33,000	33,000	27,000	27,000	27,000
FOOD AND PROVISIONS	-	5,000	5,000	1,600	2,000	2,000
OFFICE SUPPLIES	8,329	7,200	7,200	2,000	2,000	2,000
APPRECIATION LUNCHEON	4,578	8,000	8,000	3,840	-	-
PROFESSIONAL DEVELOPMENT	34,967	55,000	41,200	30,000	40,000	35,000
POSTAGE	64	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	-	88,000	88,000	83,000	-	-
LEGAL ADVERTISING	-	5,000	5,000	1,000	1,000	1,000
VIDEO/AUDIO EQUIPMENT	2,660	1,500	1,500	-	-	-
INSURANCE AND BONDS	-	340,000	331,000	225,000	-	-
DUES & SUBSCRIPTIONS	6,994	14,000	14,000	13,500	31,000	31,000
LAND PURCHASE	-	-	480,000	477,282	-	-
CAPITAL OUTLAY-ADMIN-117 W 3RD	-	32,000	32,000	20,047	-	-
	\$ 227,807	\$ 952,278	\$ 1,432,278	\$ 1,244,871	\$ 374,649	\$ 369,649

COUNTY ADMINISTRATION

County Administration includes the County Manager, the Clerk to the Board, an Administrative Assistant 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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Recommended
3	3	3	4	4

ADMINISTRATION	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 303,648	\$ 286,678	\$ 286,678	\$ 321,003
Benefits	69,504	67,373	67,373	75,982
Operating	500,199	74,500	120,000	50,000
Capital Outlay	30,822	5,000	5,000	0
Total	\$ 904,173	\$ 433,551	\$ 479,051	\$ 446,985

4120 County Manager

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommend
SALARIES	\$ 292,550	\$ 279,678	\$ 279,678	\$ 238,000	\$ 314,003	\$ 314,003
SALARIES-OVERTIME	6,858	1,000	1,000	1,800	1,800	1,000
TRAVEL ALLOWANCE	4,240	6,000	6,000	6,000	6,000	6,000
FICA 6.2%	17,984	17,340	17,340	14,868	19,468	19,468
LOC. GOV. EMP. RETIREMENT	17,087	18,655	18,655	16,190	22,765	22,765
HOSPITALIZATION-EMPLOYEE	26,440	21,510	21,510	16,908	22,812	22,812
MEDICARE 1.45%	4,263	4,055	4,055	3,478	4,553	4,553
LIFE INSURANCE-EMPLOYEE	105	219	219	80	104	104
WORKERS COMPENSATION INS	(10,325)	1,500	1,500	1,269	1,800	1,800
401(K) EMPLOYER CONTRIBUTION	3,625	5,594	5,594	4,760	6,280	6,280
MOVING EXPENSES	6,300	-	-	-	-	-
PROFESSIONAL SERVICE-AUDIT	51,337	-	-	-	-	-
PROFESSIONAL SERVICE-DRUG TEST	2,985	2,500	2,500	400	-	-
PROFESSIONAL SERVICE-ARCH/ENGR	18,150	-	-	-	-	-
PROF.SERVICES-ADMINISTRATIVE	42,792	20,000	65,500	45,500	20,000	15,000
OFFICE SUPPLIES	7,833	10,000	10,000	5,000	5,000	5,000
SERVICE AWARDS/EMPLOYEE FAIRS	1,779	-	-	-	-	-
EMPLOYEE DEVELOPMENT	29,462	21,500	21,500	10,000	8,000	8,000
VEHICLE FUEL	103	700	700	200	200	200
TELEPHONE	10,686	1,800	1,800	10,600	10,500	10,500
POSTAGE	(6,472)	1,350	1,350	1,350	-	-
PRINTING	-	1,500	1,500	1,500	1,500	1,500
MAINT/REPAIR-EQUIPMENT	2,355	3,500	3,500	100	1,000	1,000
ADVERTISING	1,100	650	650	-	1,000	1,000
COMPUTER SOFTWARE/SUPPORT	75,760	-	-	-	-	-
LEGAL ADVERTISING	5,048	-	-	-	-	-
TEMPORARY EMP.SERVICES	3,933	2,000	2,000	-	2,000	-
EQUIPMENT PURCHASE	2,956	5,000	5,000	1,500	5,000	3,000
INSURANCE AND BONDS	247,337	-	-	-	-	-
DUES & SUBSCRIPTIONS	7,080	2,500	2,500	2,500	3,000	3,000
CAPITAL OUTLAY-EQUIPMENT	7,431	5,000	5,000	-	-	-
CAPITAL OUTLAY-ADMIN 117 W 3RD	23,391	-	-	-	-	-
	\$ 904,173	\$ 433,551	\$ 479,051	\$ 382,003	\$ 456,785	\$ 446,985

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 analyses 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.

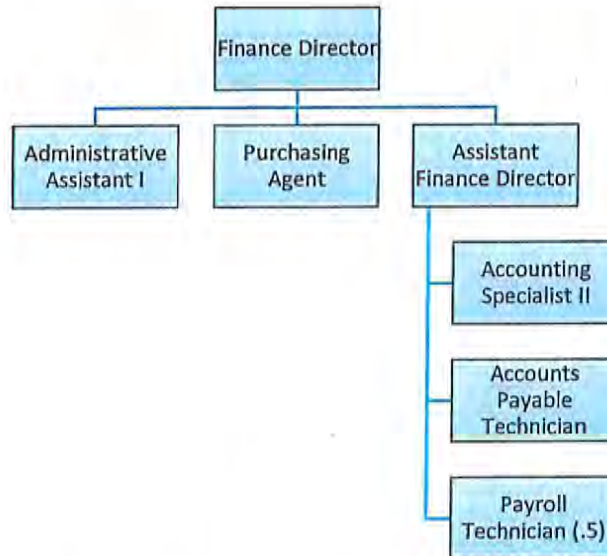
Anita C. Radcliffe, Finance Director

Beaufort County Finance Department
121 W. 3rd Street
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Email: anita.radcliffe@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Recommended
5	5	5	7	7

FINANCE	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 274,145	\$ 413,089	\$ 413,089	\$ 400,188
Benefits	68,015	102,866	102,866	105,697
Operating	154,317	187,100	187,100	91,615
Capital Outlay	0	0	0	0
Total	\$ 496,477	\$ 703,055	\$ 703,055	\$ 597,500

4130 Finance

Account Description	FY 14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	\$ 256,164	\$ 383,089	\$ 383,089	\$ 329,500	\$ 379,688	\$ 379,688
SALARIES-OVERTIME	13,900	5,000	5,000	4,800	5,000	2,500
SALARIES-PART TIME	4,081	25,000	25,000	17,420	18,000	18,000
FICA 6.2%	16,314	25,612	25,612	21,559	24,967	24,967
LOC. GOV. EMP. RETIREMENT	19,094	25,886	25,886	24,237	27,527	27,527
HOSPITALIZATION-EMPLOYEE	24,633	37,366	37,366	30,455	39,921	39,921
MEDICARE 1.45%	3,816	5,990	5,990	5,042	5,505	5,505
UNEMPLOYMENT INS-ALL CO.EX.DSS	20,210	105,000	105,000	25,000	-	-
LIFE INSURANCE-EMPLOYEE	119	250	250	145	182	182
WORKERS COMPENSATION INSURANCE	1,171	1,800	1,800	1,525	1,560	1,560
401(K) EMPLOYER CONTRIBUTION	4,039	7,762	7,762	6,650	7,595	7,595
MOVING EXPENSES	3,059	-	-	-	-	-
PROFESSIONAL SERVICES- AUDIT	48,398	-	-	-	55,000	55,000
OFFICE SUPPLIES	5,789	5,000	5,000	6,500	6,000	5,000
PROFESSIONAL DEVELOPMENT	600	5,000	5,000	2,300	5,000	5,000
TELEPHONE	268	950	950	3,805	3,805	3,805
POSTAGE	5,890	2,000	2,000	3,800	3,800	-
PRINTING	-	2,000	2,000	1,200	1,200	1,200
MAINT/REPAIR-EQUIPMENT	15,265	10,000	10,000	14,950	-	-
COMPUTER SOFTWARE/SUPPORT	788	2,100	2,100	2,000	2,000	2,000
CONTRACT SERVICES	-	-	-	-	14,950	14,950
MUNIS-ASP	48,152	50,000	50,000	35,900	-	-
TEMPORARY EMP.SERVICES	4,727	-	-	12,820	5,000	-
EQUIPMENT PURCHASE	-	3,000	3,000	2,271	3,000	3,000
DUES & SUBSCRIPTIONS	-	250	250	260	100	100
	\$ 496,477	\$ 703,055	\$ 703,055	\$ 552,139	\$ 609,800	\$ 597,500

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. Human Resources will continue to manage the Workers' Compensation Program until a Risk Manager has been selected.

Deloris Creasman, Human Resources Manager
 Kathy Dickinson, Human Resources Assistant
 Vacant – Human Resources Technician

Beaufort County
 121 West Third Street
 Washington, North Carolina

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 Fax: (252) 946-7722
 Email: deloris.creasman@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Recommended
1	1	2	3	3

Note: ½ Position remains currently under Finance Budget, established in July 1998, but performs as Health Benefit Representative and assists with other HR functions.

HUMAN RESOURCES	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 0	\$ 116,467	\$ 116,467	\$ 132,347
Benefits	0	32,405	32,405	39,520
Operating	0	42,400	42,400	19,700
Capital Outlay	0	0	0	0
Total	\$ 0	\$ 191,272	\$ 191,272	\$ 191,567

4132 Human Resources

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	\$ -	\$ 113,467	\$ 113,467	\$ 104,128	\$ 171,667	\$ 132,147
SALARIES-OVERTIME	-	2,000	2,000	2,400	2,000	200
SALARIES-PART TIME	-	1,000	1,000	1,000	1,000	-
FICA 6.2%	-	7,221	7,221	6,457	8,317	8,193
LOC. GOV. EMP. RETIREMENT	-	7,702	7,702	7,000	9,725	9,581
HOSPITALIZATION-EMPLOYEE	-	13,444	13,444	12,832	17,109	17,109
MEDICARE 1.45%	-	1,689	1,689	1,510	1,945	1,916
LIFE INSURANCE-EMPLOYEE	-	80	80	60	78	78
WORKERS COMPENSATION INSURANCE	-	1,000	1,000	846	1,000	900
401(K) EMPLOYER CONTRIBUTION	-	2,269	2,269	2,090	2,683	2,643
PROFESSIONAL SERVICE-MEDICAL	-	3,000	3,000	4,000	3,000	3,000
PROFESSIONAL SERVICES	-	20,000	20,000	12,000	9,000	5,000
OFFICE SUPPLIES	-	700	700	1,500	1,500	500
SERVICE AWARDS/EMPLOYEE FAIRS	-	2,400	2,400	2,400	2,400	2,400
PROFESSIONAL DEVELOPMENT	-	3,000	3,000	1,000	3,000	1,500
TELEPHONE	-	200	200	600	1,600	600
POSTAGE	-	500	500	300	500	-
PRINTING	-	200	200	-	200	100
ADVERTISING	-	5,000	5,000	7,000	6,000	2,000
CONTRACT SERVICES	-	-	-	-	1,500	1,500
COMPUTER SOFTWARE/SUPPORT	-	2,000	2,000	500	2,000	500
TEMPORARY EMP.SERVICES	-	600	600	600	600	-
EQUIPMENT PURCHASE	-	3,500	3,500	3,000	3,000	1,500
DUES & SUBSCRIPTIONS	-	300	300	300	400	200
	\$ -	\$ 191,272	\$ 191,272	\$ 171,523	\$ 250,224	\$ 191,567

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.

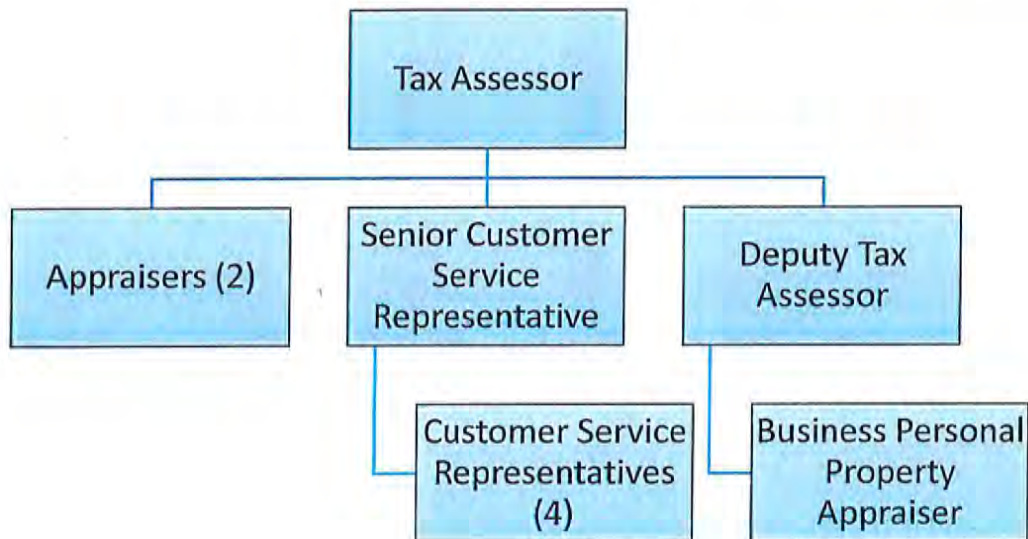
Bobby R Parker, Tax Assessor

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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Recommended
10	10	10	10	10

TAX ASSESSOR	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 689,602	\$ 380,355	\$ 380,355	\$ 404,659
Benefits	175,569	108,720	108,720	125,678
Operating	884,689	350,717	350,717	210,478
Capital Outlay	0	0	0	0
Total	\$ 1,749,860	\$ 839,792	\$ 839,792	\$ 738,815

4142- Tax Assessor

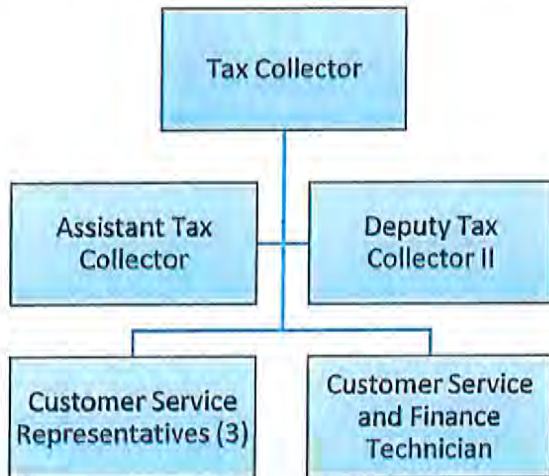
Account Description	14/15/Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	\$ 671,102	\$ 368,355	\$ 368,355	\$ 357,456	\$ 392,659	\$ 392,659
SALARIES-OVERTIME	18,500	12,000	12,000	12,000	12,000	10,000
SALARIES-PART TIME	6,200	-	-	-	-	-
FICA 6.2%	42,884	22,838	22,838	22,907	25,089	25,089
LOC. GOV. EMP. RETIREMENT	42,138	24,558	24,558	21,783	29,338	29,338
HOSPITALIZATION-EMPLOYEE	73,716	48,397	48,397	48,397	57,030	57,030
MEDICARE 1.45%	8,141	5,341	5,341	5,358	5,868	5,868
LIFE INSURANCE-EMPLOYEE	377	219	219	200	260	260
WORKERS COMPENSATION INSURANCE	4,599	6,300	6,300	5,328	6,300	5,328
401(K) EMPLOYER CONTRIBUTION	8,313	7,367	7,367	6,995	8,093	8,093
AUDIT RECOVERY SERVICES	5,558	8,000	8,000	-	5,000	5,000
PROFESSIONAL SERVICE-LEGAL	145,754	-	-	-	-	-
DMV COLLECTION FEES	99,281	-	-	-	-	-
DEBT SETOFF PROGRAM IMPLEMENT.	7,894	-	-	-	-	-
TELECHECK SERVICES	9,836	-	-	-	-	-
TAX-FORECLOSURES	54,391	-	-	-	-	-
OFFICE SUPPLIES	14,195	9,000	9,000	5,470	7,500	3,000
PROFESSIONAL DEVELOPMENT	10,561	10,000	10,000	5,921	10,000	10,000
VEHICLE FUEL	1,234	2,000	2,000	900	15,000	800
TELEPHONE	22,021	9,602	9,602	4,000	9,602	1,000
POSTAGE	38,965	28,000	28,000	5,000	25,000	25,000
PRINTING	5,692	10,000	10,000	3,245	10,000	10,000
MAINT/REPAIR-EQUIPMENT	9,532	6,000	6,000	250	7,500	200
MAINT/REPAIR-VEHICLE	2,113	2,500	2,500	1,235	2,500	2,500
FREIGHT	128	1,000	1,000	269	300	-
ADVERTISING	23,760	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	324,060	254,815	254,815	230,478	150,000	132,500
CONTRACT SERVICES	-	-	-	-	10,650	10,650
LEGAL ADVERTISING	3,534	1,000	1,000	115	1,000	4,000
TEMPORARY EMP.SERVICES	89,124	1,000	1,000	-	-	-
EQUIPMENT PURCHASE	5,787	1,000	1,000	-	-	-
DUES & SUBSCRIPTIONS	470	500	500	310	500	500
	\$ 1,749,860	\$ 839,792	\$ 839,792	\$ 737,617	\$ 791,189	\$ 738,815

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, 2015 the combined collection rate for all taxes was 96.93%



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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Recommended
6	6	6	7	7

TAX COLLECTOR	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 0	\$ 307,720	\$ 307,720	\$ 254,945
Benefits	0	87,731	87,731	83,358
Operating	0	239,194	239,194	243,100
Capital Outlay	0	0	0	0
Total	\$ 0	\$ 634,645	\$ 634,645	\$ 581,403

4146 Tax Collector

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommend
SALARIES		\$ 296,720	\$ 296,720	\$ 237,000	\$ 255,945	\$ 252,945
SALARIES-OVERTIME	9,000	9,000	9,000	1,900	9,000	2,000
SALARIES-PART TIME	2,000	2,000	2,000	-	2,000	-
FICA 6.2%	18,397	18,397	18,397	14,815	15,869	15,869
LOC. GOV. EMP. RETIREMENT	15,858	15,858	15,858	16,200	18,556	18,556
HOSPITALIZATION-EMPLOYEE	43,020	43,020	43,020	37,340	43,020	39,921
MEDICARE 1.45%	4,302	4,302	4,302	3,465	3,711	3,711
LIFE INSURANCE-EMPLOYEE	220	220	220	175	182	182
WORKERS COMPENSATION INSURANCE	-	-	-	-	-	1,500
401(K) EMPLOYER CONTRIBUTION	5,934	5,934	5,934	4,800	5,119	5,119
PROF.SERVICE-AUDIT/ACCOUNTING	7,500	7,500	7,500	7,500	7,500	-
DMV COLLECTION FEES	68,300	68,300	68,300	97,000	68,300	97,000
DEBT SETOFF PROGRAM IMPLEMENT.	8,000	8,000	8,000	-	7,000	-
TELECHECK SERVICES	9,819	9,819	9,819	-	-	-
TAX-FORECLOSURES	42,000	42,000	42,000	83,000	115,000	90,000
OFFICE SUPPLIES	7,000	7,000	7,000	7,500	7,500	7,500
PROFESSIONAL DEVELOPMENT	5,000	5,000	5,000	4,000	5,500	5,000
VEHICLE FUEL	800	800	800	50	800	100
TELEPHONE	5,000	5,000	5,000	500	5,000	500
POSTAGE	18,000	18,000	18,000	9,000	18,000	5,000
PRINTING	7,500	7,500	7,500	-	7,500	2,000
MAINT/REPAIR-EQUIPMENT	6,425	6,425	6,425	4,300	6,000	-
MAINT/REPAIR-VEHICLE	1,250	1,250	1,250	-	1,250	-
FREIGHT	500	500	500	-	500	-
ADVERTISING	27,000	27,000	27,000	29,700	28,500	-
COMPUTER SOFTWARE/SUPPORT	20,000	20,000	20,000	-	20,000	2,000
LEGAL ADVERTISING	1,000	1,000	1,000	-	1,000	25,000
CONTRACT SERVICES	-	-	-	-	-	5,300
EQUIPMENT PURCHASE	3,500	3,500	3,500	-	3,500	2,000
DUES & SUBSCRIPTIONS	600	600	600	150	600	200
		\$ 634,645	\$ 634,645	\$ 558,395	\$ 656,852	\$ 581,403

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

Due to requests from various sources, line items this year have been revised from previous years. The annual subscription expense of jury selection software (\$3,550) has been moved from the Beaufort County Sheriff's Office budget to the Jury commission line item. Also, small line items have been combined or deleted to create a new line item – Courthouse Operations. It is proposed that \$12,500 this year be allocated to and managed by the Clerk of Court. This will allow the Clerk to work with the judges and other court personnel to determine priorities to provide furniture and fixtures for the building. This will also allow the Clerk to make incidental purchases such as supplies for the Grand Jury. 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. The Court Facilities budget this year does reflect the estimated \$269,275 Courthouse roof replacement project. This project will likely be moved into a project ordinance but it is listed here since it relates directly to court facilities.

COURT FACILITIES	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Benefits	0	0	0	0
Operating	133,868	209,270	378,700	327,200
Capital Outlay	0	0	125,000	269,275
Total	\$ 133,868	\$ 210,770	\$ 503,770	\$ 596,475

4160 Court Facilities

Account Description	14/15/Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommend
JURY COMMISSION	\$ -	\$ 350	\$ 350	\$ -	\$ 4,000	\$ 4,000
ADMINISTRATIVE SERVICES	-	0	168,000	55,000	0	0
OFFICE SUPPLIES	356	800	800	500	-	-
COURTHOUSE OPERATIONS	-	-	-	-	12,500	12,500
UTILITIES-COURTHOUSE (2/3)	91,617	168,920	158,370	83,000	83,000	83,000
MAINT/REPAIR-COURTHOUSE	712	6,500	6,500	3,000	50,000	50,000
EQUIPMENT PURCHASE	983	1,500	12,050	11,550	-	-
CONTRACT SERVICES	-	-	-	-	145,000	145,000
CAPITAL - REPAIRS	-	-	-	-	269,275	269,275
CAPITAL OUTLAY-EQUIPMENT	-	-	125,000	125,000	-	-
OFFICE RENT	40,200	32,700	32,700	32,400	32,700	32,700
	\$ 133,868	\$ 210,770	\$ 503,770	\$ 310,450	\$ 596,475	\$ 596,475

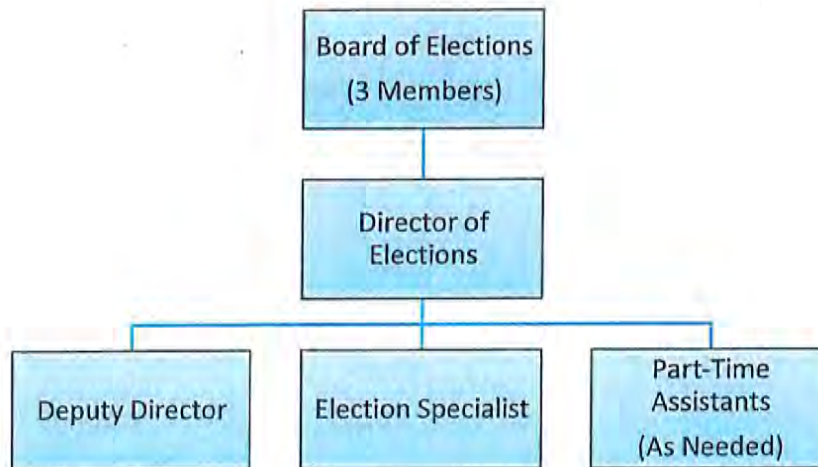
BOARD OF ELECTIONS

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 three 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.

Jay McRoy, Chairman
 John B. Tate III, Secretary
 Thomas S. Payne III, Member
 Kellie Harris Hopkins, Director
 Anita Bullock Branch, Deputy Director
 Scott Sheppard, 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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Recommended
2	2	2	3	3

BOARD OF ELECTIONS	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 133,227	\$ 171,685	\$ 171,685	\$ 150,310
Benefits	34,888	33,836	33,836	40,661
Operating	134,115	180,140	180,140	121,445
Capital Outlay	0	0	0	0
Total	\$ 302,230	\$ 385,661	\$ 385,661	\$ 312,416

4170 Board of Elections

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Request	16/17 Recommended
SALARIES	\$ 118,195	\$ 123,469	\$ 123,469	\$ 123,469	\$ 123,470	\$ 123,470
SALARIES-OVERTIME	6,505	15,000	15,000	12,000	6,000	6,000
SALARIES-PART TIME	8,527	33,216	33,216	10,000	20,840	20,840
FICA 6.2%	7,905	10,704	10,704	9,000	9,319	9,319
LOC. GOV. EMP. RETIREMENT	8,582	3,994	3,994	8,000	9,387	9,387
HOSPITALIZATION-EMPLOYEE	15,236	16,135	16,135	16,135	17,109	17,109
MEDICARE 1.45%	1,849	452	452	2,000	2,179	2,179
LIFE INSURANCE-EMPLOYEE	73	82	82	82	78	78
WORKERS COMPENSATION INSURANCE	386	530	530	530	-	450
401(K) EMPLOYER CONTRIBUTION	1,243	2,469	2,469	2,469	2,589	2,589
PROFESSIONAL SERVICES - LEGAL	-	-	1,345	1,345	1,500	1,500
ELECTION WORKERS/POLL HOLDERS	47,288	47,575	46,230	50,500	23,100	26,250
OFFICE SUPPLIES	3,570	5,500	5,500	6,000	6,000	5,000
PROFESSIONAL DEVELOPMENT	10,056	15,500	15,500	15,500	17,500	12,000
VEHICLE FUEL	192	350	350	300	100	200
TELEPHONE	4,011	5,190	5,190	4,500	2,910	2,910
POSTAGE	5,845	4,000	4,000	4,000	6,000	6,000
PRINTING	11,348	32,940	32,940	23,000	12,705	12,705
MAINT/REPAIR-EQUIPMENT	11,595	16,800	16,800	14,800	9,500	7,200
FREIGHT	-	350	350	350	350	-
ADVERTISING	-	300	300	300	700	700
COMPUTER SOFTWARE/SUPPORT	25,267	28,350	28,350	28,350	26,450	26,450
EQUIPMENT RENTAL	-	-	-	-	-	1,000
LEGAL ADVERTISING	536	2,250	2,250	3,000	2,300	3,000
CONTRACT SERVICES	-	-	-	-	-	2,300
EQUIPMENT PURCHASE	8,840	12,000	12,000	12,000	18,900	12,000
RENT-OFFICE SPACE	5,151	8,185	8,185	5,100	2,460	1,460
DUES & SUBSCRIPTIONS	30	320	320	320	320	320
	\$ 302,230	\$ 385,661	\$ 385,661	\$ 353,050	\$ 321,766	\$ 312,416

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.

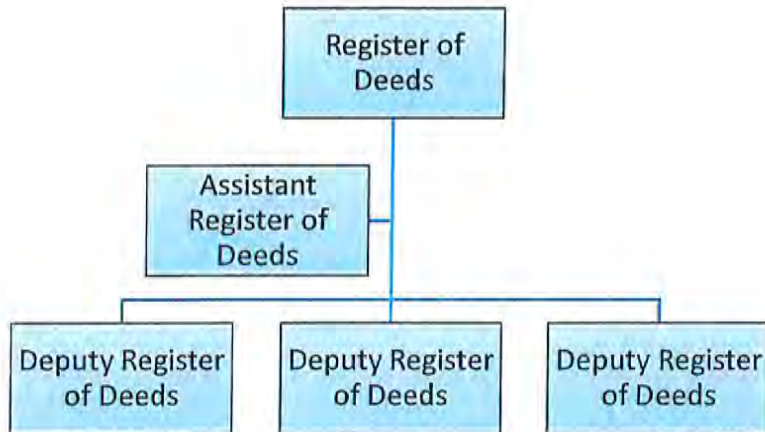
Jennifer Leggett Whitehurst, Register of Deeds

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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Recommended
5	5	5	5	5

REGISTER OF DEEDS	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 186,360	\$ 189,956	\$ 189,956	\$ 185,994
Benefits	59,257	64,297	64,297	63,828
Operating	90,765	153,545	153,545	62,582
Capital Outlay	0	0	0	0
Total	\$ 336,382	\$ 407,798	\$ 407,798	\$ 312,404

4180 Register of Deeds

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	\$ 186,231	\$ 189,956	\$ 189,956	\$ 189,956	\$ 185,694	\$ 185,694
SALARIES - OVERTIME	129			300	300	300
R.O.D.-SUPP. RET.- GS 161-50.2	3,054	5,500	5,500	3,800	5,000	3,800
FICA 6.2%	10,916	11,777	11,777	11,777	11,513	11,513
LOC. GOV. EMP. RETIREMENT	13,176	13,430	13,430	13,430	13,463	13,463
HOSPITALIZATION-EMPLOYEE	26,887	26,900	26,900	26,900	28,515	28,515
MEDICARE 1.45%	2,553	2,754	2,754	2,754	2,693	2,693
LIFE INSURANCE-EMPLOYEE	137	137	137	137	130	130
WORKERS COMPENSATION INSURANCE	781	1,075	1,075	1,000	1,818	1,000
401(K) EMPLOYER CONTRIBUTION	2,534	3,799	3,799	3,210	3,714	3,714
OFFICE SUPPLIES	14,763	17,000	17,000	14,000	16,000	15,000
PROFESSIONAL DEVELOPMENT	1,656	2,600	2,600	1,500	2,500	2,300
TELEPHONE	1,152	1,200	1,200	1,200	1,350	1,200
POSTAGE	897	1,950	1,950	500	1,000	1,000
RECORDS MANAGEMENT-MICROFILM	1,216	3,000	3,000	2,500	3,000	3,000
AUTOMATION/RESTORATION 10%	34,845	80,000	80,000	80,000	45,000	-
MAINT/REPAIR-EQUIPMENT	2,032	1,500	1,500	1,500	1,500	1,500
COMPUTER SOFTWARE/SUPPORT	31,257	33,870	33,870	33,870	34,257	34,257
EQUIPMENT PURCHASE	-	5,000	5,000	4,562	-	-
CONTRACT SERVICES	1,841	6,000	6,000	2,500	4,000	3,000
DUES & SUBSCRIPTIONS	325	350	350	325	325	325
	\$ 336,382	\$ 407,798	\$ 407,798	\$ 395,721	\$ 361,772	\$ 312,404

MAINTENANCE, BUILDINGS AND GROUNDS

The Maintenance, Buildings and Grounds Department is responsible for the maintenance and ground work for twenty-two 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.

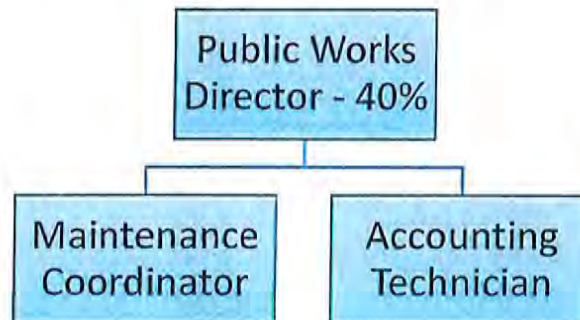
Christina Smith, Public Works Director
 Les Woolard, Maintenance Coordinator
 Annette Clemmons, Accounting Technician

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

Planned maintenance projects include the following:

- Courthouse Annex – window repair (est. \$10,000)
- Oakland Building – re-work interior office space (est. \$15,000)
- Tideland Building – repair parking lot (est. \$33,000)
- Social Services – stripe parking lot (est. \$6,000)
- Health Department – stripe parking lot (est. \$5,000)
- County Facilities Space Needs Study (est. \$50,000)
- Demolition of the old County Home building (est. \$275,000)



FULL-TIME POSITIONS AUTHORIZED

FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Recommended
1.4	1.4	2.4	2.4	2.4

MAINTENANCE	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 119,917	\$ 82,332	\$ 119,432	\$ 120,236
Benefits	31,938	24,622	32,032	34,069
Operating	1,099,384	1,380,312	1,419,529	1,256,150
Capital Outlay	0	0	0	275,000
Total	\$ 1,251,239	\$ 1,492,266	\$ 1,575,993	\$ 1,685,455

4190 Maintenance, Buildings & Grounds

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommend
SALARIES	\$ 115,168	\$ 82,332	\$ 118,332	\$ 118,240	\$ 118,236	\$ 118,236
OVERTIME	4,749	-	1,100	2,000	2,000	2,000
FICA 6.2%	7,335	5,105	7,605	7,430	7,455	7,455
LOC. GOV. EMP. RETIREMENT	8,478	5,821	7,821	8,690	8,717	8,717
HOSPITALIZATION-EMPLOYEE	12,906	10,800	12,800	13,130	13,687	13,687
MEDICARE 1.45%	1,715	1,194	1,694	1,740	1,743	1,743
LIFE INSURANCE-EMPLOYEE	63	55	65	64	62	62
WORKERS COMPENSATION INSURANCE	4,395	6,000	5,500	5,074	5,200	5,200
401(K) EMPLOYER CONTRIBUTION	1,441	1,647	2,047	2,365	2,405	2,405
PROFESSIONAL SERVICE ENGINEERING	-	30,000	38,000	20,000	20,000	70,000
SMALL TOOLS	-	-	-	1,000	1,000	1,000
JANITORIAL SUPPLIES	20,760	24,255	24,255	26,000	26,000	26,000
OFFICE SUPPLIES	1,428	2,000	2,000	1,500	1,500	1,500
PROFESSIONAL DEVELOPMENT	48	4,490	1,990	4,490	4,500	4,500
VEHICLE FUEL	1,300	2,400	2,400	800	1,000	1,000
TELEPHONE	1,580	2,400	2,000	1,800	1,800	1,800
POSTAGE	14	100	25	50	50	50
UTILITIES	-	295,610	(4,250)	295,000	318,000	318,000
UTILITIES-COURTHOUSE	78,281	-	84,460	-	-	-
UTILITIES-AG BUILDING	14,386	-	14,420	-	-	-
UTILITIES-OLD JAIL	7,173	-	7,725	-	-	-
UTILITIES-OAKLAND BUILDING	23,860	-	24,720	-	-	-
UTILITIES-ADMIN BUILDING	16,515	-	10,300	-	-	-
UTILITIES-SEABOARD BUILDING	37,200	-	36,050	-	-	-
UTILITIES-TIDELAND BUILDING	95,519	-	82,400	-	-	-
UTILITIES-FARM SERVICE BUILDING	24,869	-	24,720	-	-	-
UTILITIES-MAINT BUILDING	6,440	-	5,665	-	-	-
UTILITIES-EMERGENCY MANAGEMENT	5,265	-	5,150	-	-	-
PRINTING	-	750	100	100	100	100
MAINT/REPAIR-BUILDINGS	-	502,250	(6,250)	517,240	360,000	360,000
MAINT/REPAIR-COURTHOUSE	48,176	-	243,013	-	-	-
MAINT/REPAIR-COURTHOUSE ANNEX	3,023	-	34,730	-	-	-
MAINT/REPAIR-OLD JAIL	16,617	-	5,000	-	-	-
MAINT/REPAIR-OAKLAND BUILDING	20,835	-	48,250	-	-	-
MAINT/REPAIR-ADMIN BUILDING	30,435	-	15,000	-	-	-
MAINT/REPAIR-SEABOARD BUILDING	21,206	-	8,500	-	-	-
MAINT/REPAIR-TIDELAND BUILDING	69,296	-	102,185	-	-	-
MAINT/REPAIR-HEALTH DEPARTMENT	11,614	-	6,100	-	-	-
MAINT/REPAIR-FARM SERV. BLDG	8,887	-	7,100	-	-	-
MAINT/REPAIR-DSS BUILDING	24,324	-	6,500	-	-	-
MAINT/REPAIR-MAINT BUILDING	1,173	-	1,000	-	-	-
MAINT/REPAIR-EMERGENCY MGMT	13,443	-	3,125	-	-	-
MAINT/REPAIR-ANIMAL SHELTER	4,886	-	52,474	-	-	-
MAINT/REPAIR-JAIL	-	-	45,000	-	-	-
MAINT/REPAIR-EQUIPMENT	11,505	3,500	5,000	6,500	6,500	6,500
MAINT/REPAIR-HVAC	149,713	164,170	144,170	150,000	150,000	150,000
MAINT/REPAIR-VEHICLE	118	1,000	500	500	500	500
FREIGHT	109	500	150	50	-	-
EQUIPMENT PURCHASE	279	1,000	500	800	-	-
CONTRACTS-MAINTENANCE	324,712	339,887	329,852	310,000	310,000	310,000
DEMO OF OLD COUNTY HOME	-	-	-	-	275,000	275,000
CAPITAL OUTLAY-EQUIPMENT	-	5,000	5,000	-	-	-
	\$ 1,251,239	\$ 1,492,266	\$ 1,575,993	\$ 1,494,563	\$ 1,635,455	\$ 1,685,455

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, 2015 the County had a legal debt margin of \$451,544,822.**

Tax-Supported 10-Year Debt Payout Ratio is 73.5%
 Percentage of tax supported debt to Appraised Value of Property is .43%
 Total G/F Debt per Capita as of June 30, 2015 **\$534**
 G/F GO Debt per Capita as of June 30, 2015 **\$433**

- **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 2016-2017 for the General Fund.

Category of Debt	Principal	Interest
Schools	\$ 1,671,000	\$ 596,073
BCCC Allied Health Building	69,383	106,335
Energy Savings Equipment Installment Purchase Contracts	143,000	38,133
3 rd Street Building Installment Purchase Contract	11,905	8,143
Total G/F Debt Service 2016-2017	\$ 1,895,288	\$ 748,684

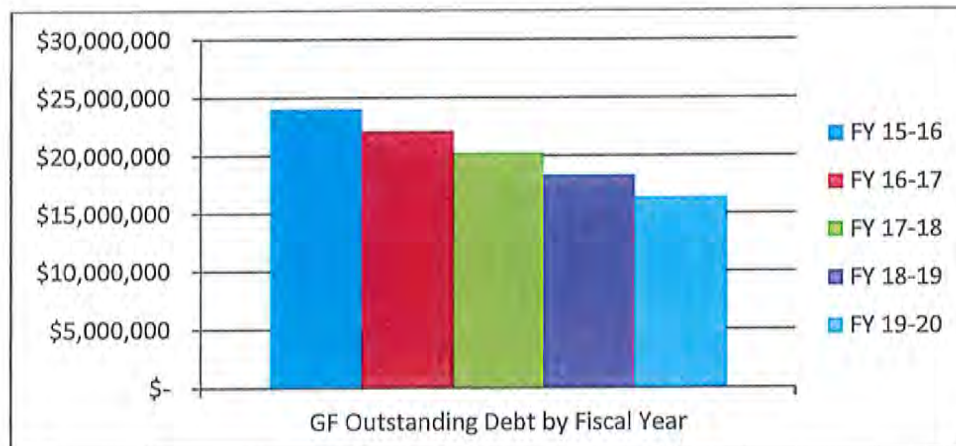
DEBT SERVICE – GENERAL FUND

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 6/30/2016	6/30/2017	6/30/2018	6/30/2019	6/30/2020
GO School Bonds – Series 2006	\$ 900,000	\$ 450,000	\$ 0	\$ 0	\$ 0
GO School Bonds – Series 2008	4,200,000	3,850,000	3,500,000	3,150,000	2,800,000
Refunded GO School Bonds – Series 2012	9,575,000	8,745,000	7,920,000	7,100,000	6,280,000
Refunded GO School Bonds – Series 2015	4,246,000	4,205,000	4,163,000	3,673,000	3,189,000
Installment Purchase – 2015 Energy Contract	1,850,000	1,707,000	1,557,000	1,398,000	1,231,000
USDA Installment Purchase – Health Bldg.	3,036,810	2,967,427	2,895,615	2,821,288	2,744,359
Installment Purchase – 117 W. 3 rd Street Bldg.	206,200	194,295	181,901	168,993	155,552
Total Outstanding G/F Debt	\$ 24,014,00	\$ 22,118,722	\$ 20,217,516	\$ 18,311,21	\$ 16,399,911



DEBT SERVICE REQUIRMENTS – GENERAL FUND

Debt Service Requirements

Issue Year	Final Pay Date	Debt Description	Actual Fiscal Year 2015-2016	Budget Fiscal Year 2016-2017	Budget Fiscal Year 2017-2018	Interest Rate	Type
Nov 2006	Nov 2017	GO School Bonds – Series 2006	\$ 585,038	\$ 475,425	\$ 458,213	3.65%-4.0%	<i>GO Bond</i>
Feb 2008	Feb 2028	GO School Bonds – Series 2008	506,100	495,600	485,100	3.0%-3.7%	<i>GO Bond</i>
Aug 2012	April 2028	Refunded GO School Bonds – Series 2012	1,201,200	1,164,200	1,134,300	2.0%-5.0%	<i>GO Bond</i>
Nov 2015	Nov 2027	Refunded GO School Bonds – Series 2015	41,334	131,848	131,956	2.15%	<i>GO Bond</i>
Nov 2015	Aug 2026	Installment Purchase – 2015 Energy Contract	179,780	181,134	184,986	2.132%	<i>Installment</i>
May 2013	June 2043	USDA Installment Purchase – Health Bldg.	175,718	175,718	175,718	3.5%	<i>Installment</i>
Nov 2014	Oct 2029	Installment Purchase – 117 W. 3 rd Street Bldg.	20,047	20,047	20,047	4%	<i>Installment</i>
		Total Payments by Fiscal Year	\$ 2,709,217	\$ 2,643,972	\$ 2,590,320		

9100 DEBT SERVICE - GENERAL FUND

Account Description	FY 14/15 Actuals	FY 15/16 Original	FY 15/16 Amended	FY 15/16 Projected	FY 16/17 Request	FY 16/17 Recommended
PRINCIPAL-BCCC	\$ 67,083	\$ 67,083	\$ 67,083	\$ 67,084	\$ 69,383	\$ 69,383
PRINCIPAL-2012 REFUNDING	845,000	850,000	850,000	850,000	830,000	830,000
PRINCIPAL-2015 REFUNDING	-	-	-	-	41,000	41,000
PRINCIPAL-2006 SCHOOL BOND \$9	450,000	450,000	450,000	450,000	450,000	450,000
PRINCIPAL-2008 SCHOOL BOND \$7	350,000	350,000	350,000	350,000	350,000	350,000
PRINCIPAL-ENERGY STUDY	99,882	108,810	108,810	108,810	143,000	143,000
PRINCIPAL-117 W. 3RD STREET BLDG.	-	-	-	-	11,905	11,905
INTEREST-BCCC	108,635	108,635	108,635	108,635	106,335	106,335
INTEREST-2012 REFUNDING	384,550	351,200	351,200	351,200	334,200	334,200
INTEREST-2015 REFUNDING	-	-	-	-	90,848	90,848
INTEREST-2006 SCHOOL BOND \$9	214,650	196,650	196,650	120,038	25,425	25,425
INTEREST-2008 SCHOOL BOND \$7	167,475	156,100	156,100	156,100	145,600	145,600
INTEREST-ENERGY STUDY	81,226	76,900	76,900	76,900	38,133	38,133
INTEREST -117 W. 3RD STREET BLDG.	-	-	-	-	8,143	8,143
DEBT ISSUANCE EXPENSE	-	-	-	129,780	-	-
SERVICE CHARGES	-	-	-	1,400	-	0
	\$ 2,768,501	\$ 2,715,378	\$ 2,715,378	\$ 2,769,947	\$ 2,643,972	\$ 2,643,972

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. The expenditures below show zero expense in FY 14/15 and no appropriations for the current year because the costs have historically been placed in various divisions within the General Fund in the past.

	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
State Unemployment Insurance	\$ 0	\$ 0	\$ 0	\$ 20,000
FLSA Law Impact	0	0	0	75,000
Insurance & Bonds	0	0	0	235,000
IT Support/Software	0	0	0	123,000
Postage	0	0	0	30,000
Employee Luncheon	0	0	0	4,000
Total	\$ 0	\$ 0	\$ 0	\$ 487,000

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 - No transfer is required in FY 16/17 or future years due to the Economic Development Fund being rolled up as a department within the General Fund.

Transfer to Solid Waste Fund - It is recommended that the Solid Waste Fund be removed from the General Fund and treated as an enterprise fund in FY 16/17. The annual solid waste fee is recommended to increase to \$140.00 to make the Solid Waste Fund self-supporting and eliminate the General Fund subsidy that is currently required.

	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Transfer to Tax Revaluation	\$ 747,500	\$ 149,500	\$ 149,500	\$ 149,500
Transfer to Economic Dev.	0	247,380	256,449	0
Transfer to Solid Waste	0	0	0	0
Transfer to Capital Projects	1,533,095	0	200,000	0
Total	\$ 2,280,595	\$ 396,880	\$ 605,949	\$ 149,500

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 \$2,841,888 based on the recommended budget. The amount recommended for contingency in FY 2016-2017 is well below the limit.

During Fiscal-Year 2015-2016, the Board amended the contingency appropriations as shown in the table below:

Shown as of April 15, 2016:

General Contingency

Date	Description/Action	Amount	Balance
7/1/2015	Beginning Balance		\$25,000
7/7/2015	Radio Communications Study	(10,000)	\$15,000
2/1/2016	Radio Communications Study	(15,000)	\$ 0

Contingency Summary

Actual Contingency Utilized during FY 2014-2015	Original Budget 2015-2016	Total 2015-2016 Contingency Amendments	Remaining 2015-2016 Contingency Budget	Recommended Budget 2016-2017
\$23,519	\$25,000	\$(25,000)	\$0	\$25,000

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DEPARTMENT OF SOCIAL SERVICES

The Beaufort County Department of Social Services is 1 of 100 county administered social service agencies. It's enabling authority lies within NCGS §108A-25, and related statutes. The agency is mandated to provide an array of human supportive services that are authorized and funded, in part, by federal and state legislatures. Social service programs enable economically disadvantaged families to meet basic survival needs, and provide opportunities for families to gain self-sufficiency through employment. Other DSS programs focus on the protection, prevention, and remediation of abuse, neglect, dependency, and/or exploitation of children and adults.

Sonya A. Toman, MSW
Director

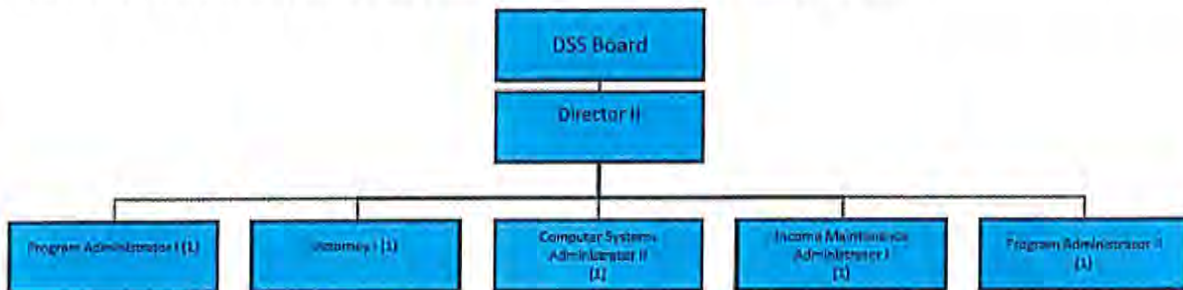
Beaufort County Department of
Social Services
632 West Fifth Street
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Washington, North Carolina 27889

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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 (N-Em MA Trans). 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 of 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.



SOCIAL SERVICES	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 4,000,106	\$ 4,416,585	\$ 4,416,585	\$ 4,381,689
Benefits	1,208,507	1,309,835	1,312,835	1,417,130
Operating	6,728,834	7,140,194	7,532,829	7,385,602
Capital Outlay	0	0	0	0
Total	\$ 11,937,447	\$ 12,866,614	\$ 13,262,249	\$ 13,184,421

The Department of Social Services achievements for each Fiscal Year are defined by our Leading by Results Goals. Below are the Fiscal Year 2015 Leading by Results achievements:

Goal I: Children and Families will be safe and healthy in stable environments				
Goal/Indicators	Current Data '14-15	'13-'14	Data Story	Data Source
1.1 The agency will make Child Protective Services assessment case decisions in line with policy, with a goal of 70% of investigative assessments completed over 30 days and 50% of the family assessments completed over 45 days.	90.2% IA 68.4% FA	New Goal	When reports of abuse, neglect or dependency are received, the Director of a county social services agency is charged with conducting a prompt and thorough assessment of the allegations in accordance with NC GS 7B-302. NCDSS policy states that Child Protective Services assessment case decisions will be made within 30 days for an investigative assessment of within 45 days for a family assessment, or there will be documentation in the record to reflect the rationale to extend the CPS Assessment beyond the required time frames. The state average for investigative assessments is 63% completed in over 30 days and for family assessments, 37.6% completed in over 45 days.	CYA-004
1.2 The agency will provide 100% timeliness in processing for all Medicaid and/or NC Health Choice.	We currently do not have these reports per NC FAST. Due to these issues this % has not been met.	New Goal	We are processing all current applications within processing time standards, however we are still receiving applications from the Federal Facilitated Marketplace that are already overdue once received by the agency. Workers are beginning the eligibility process as soon as applications are received to prevent any additional delay in benefits. Overdue cases that show up on the overdue reports are due to problem cases that NCFAST tickets must be sent for.	Daily Reports Available within NCFAST and Data Warehouse but annual information is not available. Supervisors will begin to track manually to provide detailed reporting.
1.3 The agency will have 100% of children NOT abused/neglected by a foster parent or facility staff member while in the custody of Beaufort County DSS.	100%	100%	Among all the children in foster care during the 12 month reporting period, what percentage of this total DOES NOT have a substantiated report of abuse and/or neglect where the perpetrator was a foster parent or facility staff member.	UNC Website, Child Welfare in North Carolina (Current CFSSR Measures, Round 2 data).
1.4 The aim of the Agency is to serve 100% of eligible children whose parents/caretaker are employed using every possible dollar received, continuing to report on the number of children served and those on a waiting list due to secondary education.	We will have a 100% spending co-efficient in all of our daycare funds. We will not meet serving 100% of eligible children as we have 101 children on the waiting list.	24 Children Whose Parents are employed on waiting list	The outcome is limited by available funding. We are continuing to work through the waiting list with 24 children remaining, all of which have been called in to apply for services. The rate at which we can add children has been determined by the State. If we are unable to serve a family based on funding a waiting list will be kept for eligible children.	Reimbursement Summary Report

Goal II: Children in the agency's custody will achieve safety, permanence and success as adults				
Goal/Indicators	Current Data '14-15	'13-'14	Data Story	Data Source
<p>2.1 Of all children discharged from foster care to reunification in the year who had been in foster care for 8 days or longer, the agency will have 65% of children who are reunified in less than 12 months from the date of the latest removal.</p>	85.71	50%	<p>This is an area that we are putting a lot of focus on. The National percentile is 75.2% or more, NC is performing at 59.26% and Beaufort County is at 85.71%.</p>	<p>UNC Website, Child Welfare in North Carolina (Current CFSSR Measures, Round 2 data, Measure C1-1).</p>
<p>2.2 Of all the children who were discharged from foster care to a finalized adoption in the year, the agency will have 35% of all the children who were discharged in less than 24 months from the date of the latest removal from the home.</p>	<p>25% is our performance this year. This number would be higher if not for appeals in court that involve sibling groups. We have been at 55% in the past.</p>	53.85% as of March 2014	<p>The national standard for "Adoption within 24 Months" is 36.6% or more. Currently NC is performing at 35.45 and Beaufort County is at 53.85%. Our numbers are so low that one large sibling group could skew the data and not give a good picture of efforts made to continue improvements in this area. In the fiscal year 2011-2012, the children's services section finalized 15 special needs adoptions. The hard work of the children's services social workers resulted in BCDSS applying for and receiving \$55,200 through the Adoption Promotion Fund. These funds are still being used to enhance the agency's adoption program. We are unable to apply for more funding until we spend these funds. These funds cannot be used to fund positions, but they can be used to pay for part time employees that can assist in promoting the adoptions program. As of June 30, 2014, the children's services section has finalized 10 special needs adoptions.</p>	<p>UNC Website, Child Welfare in North Carolina (Current CFSSR Measures, Round 2 data, Measure C2-1).</p>
<p>2.3 Of the youth in custody of BCDSS or in a CARS agreement between ages 17-21, 80% will achieve their high school diploma or GED within the designated timeframe.</p>	100%	100%	<p>We will look at the children in custody/CARS agreement who have not yet achieved their high school diploma or GED (given that they are at the point in their education that they should have achieved it).</p>	

Goal III: Economically Disadvantaged Children, Families, and Adults will become appropriately self-sufficient				
Goal/Indicators	Current Data '14-15	'13-'14	Data Story	Data Source
3.1 The agency will assist 11 Work First participants in obtaining employment.	11 participants have entered employment from July 2014 to June 2015	13 participants have entered employment from July 2013 to June 2014	June 2014 there were 25 active Employment Services cases. We have partnered with NCWORKS and Beaufort County Community College for referrals. Clients are that are unemployed are placed in Job Search components.	NCXPTR Work First Participant Progress Report- Data Warehouse
3.2 The agency will assist 100% of Work First participants who do not have a high school diploma and/or GEDs with obtaining high school diploma and/or GEDs (participants aged 18 and older).	100%	100%	All participants that have not obtained their High School Diploma or GED are referred to BCCC to enroll in the GED class as a component/activity on their Mutual Responsibility Agreement 56 participants who indicated interest are attending GED @ BCCC classes as of 6/2014.	Family Support Services Monthly Activities Report
3.3 The agency will ensure the percentage of Work First participants who return to Work First within the first 6 months will remain below 40%.	30.6% Recidivism	Data was unavailable due to the implementation of NCFAST	Data from Data Warehouse and other reports to determine the percentage of individuals returning to work first within 6 months of termination.	Community Employment Case Manager will manually track until necessary reports are available
3.4 The Agency will provide 100% timeliness processing for all Food & Nutrition Services Cases.	We currently do not have these reports per NC FAST.	100%	Cases are being processed within processing guidelines. Supervisors are utilizing reports available within NCFAST daily to ensure timely processing. Overdue cases that show up on the overdue reports are due to problem cases that NCFAST tickets must be sent for.	Daily Reports Available within NCFAST and Data Warehouse but annual information is not available. Supervisor will begin to track manually to provide detailed reporting.
3.5 The Agency will provide clients with satisfactory customer service in a timely manner, as well as treat clients with dignity and respect.	80%	80%	Clients should be served in a timely manner in order to meet their needs and concerns.	Client Complaints and Customer satisfaction survey

Goal IV: Aged and Disabled adults will be safe, healthy, and live in stable and least restrictive settings				
Goal/Indicators	Current Data '14-15	'13-'14	Data Story	Data Source
4.1 The agency will have less than 15% aged and/or disabled adults who are repeat victims of confirmed abuse, neglect, or exploitation.	16%	10.5% as of July 2014	Adults can choose to sign themselves out of services as long as they are not deemed incompetent. Those individuals are often repeatedly reported to DSS as victims.	Abuse and neglect log - Report No. APS180-1
4.2 The agency will have zero aged and/or disabled adults who have been abused, neglected or exploited while living in a licensed facility.	100%	100% as of July 2014	There have been no aged and/or disabled adults who have been abused, neglected or exploited while living in a licensed facility	Report No. APS 120-1
4.3 The agency will fill and sustain 85% of all allocated Community Alternative Program (CAP) slots, which will ensure the most appropriate and least restrictive living arrangements for this population.	87%	87%	CAP caseload is defined as active cases. Each case is assessed regularly to ensure the least restrictive living arrangements.	Aging/Adult monthly report
Goal V: The agency will efficiently use resources while maintaining the highest fiscal integrity				
Goal/Indicators	Current Data '14-15	'13-'14	Data Story	Data Source
5.1 The agency will draw down 100% of its budgeted federal and state funds.	100%	94%	Most funds are capped and are split between Federal, State & County. We will pay special attention to the Home and Community Block Grant Funds - review the reports monthly and make adjustments as needed.	RPT XS 335 and XS337, XS 411
5.2 The agency will collect \$60,000 of its substantiated overpayment claims enforced by the Program Integrity Investigator.	\$157,532.23 as of June 2015	\$116,000 as of June 2014	Collections will be affected this year due to the glitches in the Intercept of Taxes and refunding of these.	EPICS collections report in NCXPTR
5.3 The agency will experience less than 20% employee turnover during FY 2015-2016.	9%	7%	We strive to create a positive work environment. Employees have opportunity to participate in establishing agency goals. (Track Retirement Separately) - 3 Retirements	Internal Personnel Database
5.4 The agency will maintain a 95% accuracy rate with the annual single county audit.	100%	100%	Fiscal Integrity is reinforced by separation of duties insuring accountability in all fiscal functions	Auditors' Report
5.5 Of the programs that are able, we will automate 100% (paperless files, off-site accessible, e-files, etc.).	95%	95%	Items that must be mailed or hard copies kept for legal purposes will continue to be printed as well as items that are to be given to the client. Administrative and Fiscal Services are being reviewed to determine how they can be automated effectively	Agency Usage of Document Management Systems

Goal VI: The agency will contribute to the development of effective community partnerships to identify and understand social issues and prevent social problems.				
Goal/Indicators	Current Data '14-15	'13-'14	Data Story	Data Source
6.1 The agency will ensure 100% active staff participation on all interagency teams, committees, workgroups, etc.	100%	100%	As we receive requests from workgroups and committees staff are assigned or volunteer to serve.	

These Leading by Results Goals are reviewed and monitored throughout the year by the Department of Social Services Board and DSS Administrative staff. At the end of each fiscal year, the Department of Social Services Board, its Director, and Leadership Team review the outcomes and goals from the previous fiscal year. Upon review of these outcomes and goals, discussion is held. We evaluate and talk over determining factors as to why some goals were and/or were not met. We assess needs and trends in order to meet these in the next fiscal year. The group decides if all the goals retain their importance in order to be tracked, if other goals supersede any previous objectives in order of importance, and if other goals need to be added. This process continues to allow for goals and targets to be focused upon in the implementation of our programs that will be beneficial for all citizens who are served through our agency if these goals are met. At the current time we are evaluating the level of achievement of our FY '16 goals.

DSS – INFORMATION AND TECHNOLOGY SERVICES

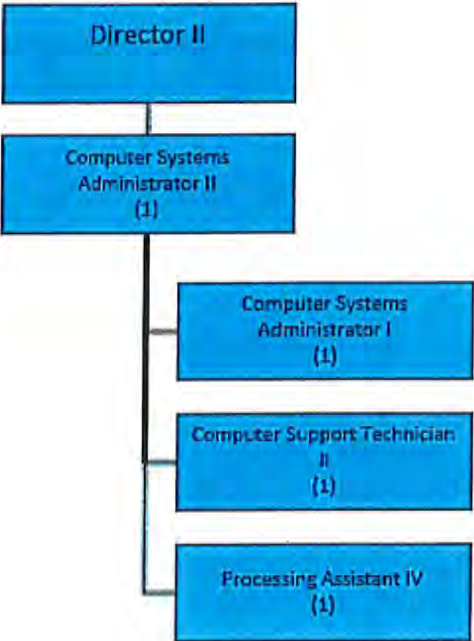
The IT department is responsible for the operation of all agency servers, computers, hardware, network systems, and applications for DSS and Child Support. IT staff provides all employees with technical assistance and access to multiple systems, local and state; as well as, provides training for staff 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.

Lucinda Roebuck, Computer Systems Administrator II

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 Washington, North Carolina 27889

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 Fax: (252) 975-5555
 Email: lucinda.roebuck@beaufordss.com

FY 2013	FY 2014	FY 2015	FY 2016	FY 2017
4	4	4	4	4



Projects & Accomplishments

- Replacement of computer equipment at a reimbursement rate of 75/25 resulting in a County savings of \$15,425. We replaced computers, laptops, monitors, scanners, and signature pads. The state required that this equipment be used specifically for Medicaid workers. With our Income Maintenance departments organized as Universal Workers, all of those workers qualified for the equipment.
- Replacement of essential equipment - Core Switch, Servers and SAN
 - Core Switch - We replaced our Core Switch. This switch is essential to our network as it provides the routing for the other switches.
 - 2 Servers and SAN – We have replaced our Document Management servers & storage. The old Compass and LaserFiche servers were outdated and performance was degraded. To maximize the potential of these new servers and SAN, we went with a virtualized environment. With these new servers, we were able to get the latest Compass upgrade that was required for the iPad for CoPilot implementation.
- iPads & iPhones for all Social Workers
 - iPads - Social workers use the iPads for CoPilot to work with client files in the field. The iPads replaced the android tables. With the iPads, the worker in the field sync data from CoPilot to Pilot with the use of their iPhone.
 - iPhones - The iPhones have tethering for internet connection allowing the worker to sync data from the iPad to Compass, the document management system at the agency. We are the only agency in North Carolina to use the smart phone tethering feature to sync data from Compass CoPilot to Compass Pilot. The decision to use this technology was quite simple, less devices, less wireless plans, and less expense.
- Encryption software and Mobile Device Management
 - Encryption - This encryption software is used on laptops. North Carolina Dept. of Health and Human Services requires that all mobile devices that contains sensitive data be encrypted.
 - MDM - Mobile Device Management is used on all mobile devices; laptops, tablets, & smart phones. We can track the devices, push out policies, and remotely wipe any of the devices if lost or stolen.
- Cloud Backup - The cloud backup provides several benefits to the agency over the traditional software Backup Exec and tapes that we were using. We are in the process of a demo backing up to the cloud and have already found it to be much more efficient with much faster backups, more reporting, and the ability to see what was removed/modified/added. In the event of a disaster, this cloud backup solution will give us the ability to make a copy of the entire virtual machines; reducing restore times. This also gives us the ability to store more data, spin up virtual machines in the cloud and allows direct access to cloud servers and files.

- Compass Reporting – This reporting will give Management and Supervisors a deeper dive into how many cases are open or closed, how their workers are maintaining their cases, and many more reports, as well as the ability to create custom reports.
- Virtual Private Network – We currently use a VPN that is managed by NC ITS. The wait time could be up to a week to have a user added to the VPN and is problematic with our needs in a paperless world.

PROJECTS EXPECTED TO BE COMPLETED IN FY 2015/2016:

- Lobby Digital Signage – This digital signage will be an informative source for clients as they wait in the lobby. This technology will be a great way to deliver important and current information to the clients regarding program assistance, program availability and many other areas.

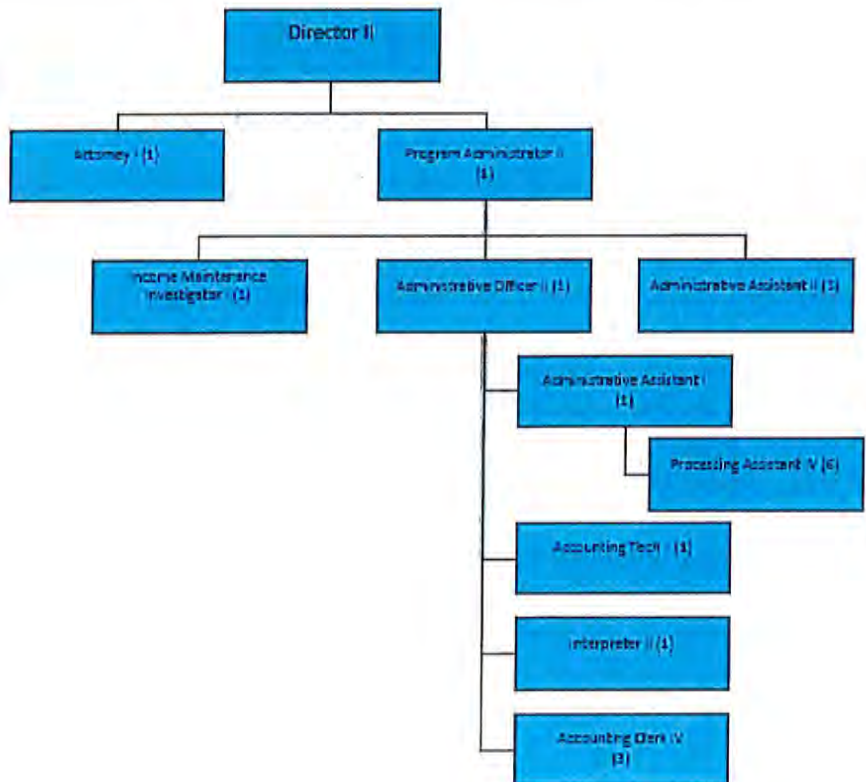
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DSS – MANAGEMENT, ADMINISTRATIVE, LEGAL, FISCAL AND PROGRAM INTEGRITY SERVICES

This division is comprised of the legal unit that 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 internal controls of the agency. Program Integrity is responsible for investigating fraud referrals in our public assistance programs. 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.

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FY 2013	FY 2014	FY 2015	FY 2016	FY 2017
18	18	18	18	18



Projects & Accomplishments

- NeoGov - We were able to implement NeoGov to assist in screening and acceptance of applications for open positions in our agency. This has drastically reduced the amount of paper applications, as this process is now totally online. This has helped us to increase our efficiency in identifying, selecting candidates for interviews, and filling positions within the agency.
- Reimbursement System - Beaufort County was chosen by our Local Business Liaison with the State of North Carolina Department of Health and Human Services to be one of ten counties across the state to pilot the new North Carolina County Reimbursement Ledger Suite in the month of December. This will take the place of our current Maximus Ledger Suite. This is a very meticulous and pain staking method of reporting expenditures to pull down state and federal reimbursement each month. We feel honored to have been selected to be a part of this group. This will help us to provide input at the ground level on system recommendations as they build this system for all 100 North Carolina Counties. The credit for being selected for this project goes directly to Melissa Beacham and Beth Winstead. Their outstanding effort and attention to detail in this process allows for such recognition. They are invaluable parts of this organization.
- MOE Revenue – We were able to pull down \$76,676.10 in Work First funds as additional revenue. We project this number to be higher for FY 15-16. This revenue offsets the County Maintenance of Effort funds. We were able to meet the Maintenance of Effort for the first time in several years, thus ensuring that we were not at risk of having our federal allocation that is allowable by statute for not meeting Maintenance of Effort. Revenue Pull Down – We were able to pull down all of our projected revenues for the previous fiscal year.
- Program Integrity – We were able to recoup \$157,532.23 in public assistance funds received fraudulently. In addition to this, we received \$40,928.70 in incentives from collecting these funds. We were able to recoup over \$18,047.30 in one child care case of child care subsidy funds. This investigation resulted in the exposure of numerous other fraudulent activities that involved Federal Food Program dollars, the sidestepping of county business taxes, and the forgery of numerous medical documents. We were also able to halt the organization from operating as a recreation program and stop children ages 0-5 numbering in the teens from being attended to by one caregiver in the center. We continue to see more complex cases of fraud in our public assistance programs.
- As of the end of March 2016 our agency has logged a little over 40,000 office visits. We anticipate seeing 54,000 visitors by the end of the fiscal year. Many of these visits include the processing of documents, which is handled by two processing assistants at the front desk. These numbers do not take into account the individuals that come in the agency to attend monthly meetings and state sponsored trainings.

- Child Care: We were able to pull down a total of \$2,621,796.35. Approximately 90% of these funds remain in Beaufort County for job creation in Child Care Centers and support families by being able to remain employed. That is approximately \$2,359,616.72 that remained in Beaufort County. Additional Child Care Revenue was \$401,253.
- Food and Nutrition Revenue: Approximately \$14,652,014 in Food and Nutrition benefits were distributed to citizens of Beaufort County. These benefits remain in the local economy and help to support business and jobs.
- Medicaid Revenue: Approximately \$54,988,970.65 in Medicaid benefits were distributed to citizens of Beaufort County. Medicaid Transportation accounted for \$557,676.55 of these benefits. These benefits remain in the local economy and help support medical facilities, local medical providers, transportation providers, and assist in the creation of jobs in the community. These benefits ensure the health and well-being of individuals within Beaufort County.

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DSS – PUBLIC ASSISTANCE SERVICES

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

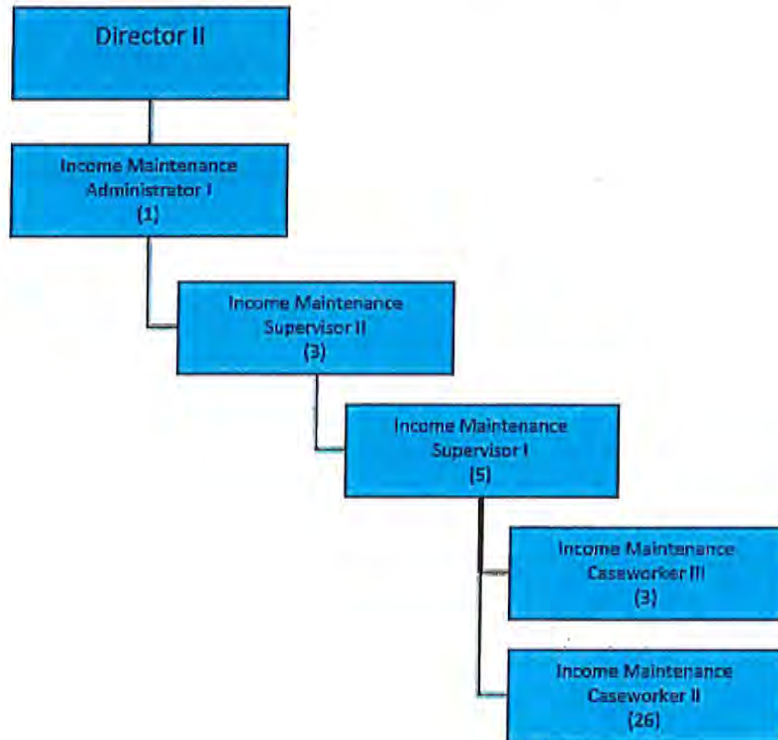
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FY 2013	FY 2014	FY 2015	FY 2016	FY 2017
41	40	40	38	38



Projects & Accomplishments

- Since the implementation of the Recipient Pool in February of 2015, our Triage unit has processed 14,727 calls that came through the switchboard, as well as 4700 walk-ins (not including applications).
- The Department's responsiveness to calls is a primary indicator of our ability to meet the Agency mission and provide exceptional customer service. For many customers, the Triage Unit is the initial contact with the Department when they are in crisis or have questions regarding public assistance programs. This unit also processes all changes for Income Maintenance Cases. Prompt and courteous response to the many calls help to set the tone for the community's perception of the Department.
- Child Care: We were able to pull down a total of \$2,621,796.35. Approximately 90% of these funds remain in Beaufort County for job creation in Child Care Centers and support families by being able to remain employed. That is approximately \$2,359,616.72 that remained in Beaufort County. Additional Child Care Revenue was \$401,253.
- Food and Nutrition Revenue: In our determining of eligibility approximately \$14,652,014 in Food and Nutrition benefits were distributed to citizens of Beaufort County. These benefits remain in the local economy and help support businesses and jobs.
- Medicaid Revenue: In determination of eligibility approximately \$54,988,970.65 in Medicaid benefits were distributed to the citizens of Beaufort County. Medicaid Transportation accounted for \$557,676.55 of these benefits. These benefits remain in the local economy and help to support medical facilities, local medical providers, transportation providers, and assist in the creation of jobs in the community, while also ensuring the health and well-being of individuals within Beaufort County.

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.

Laurel Miller, MSW,
Social Work Program Administrator I

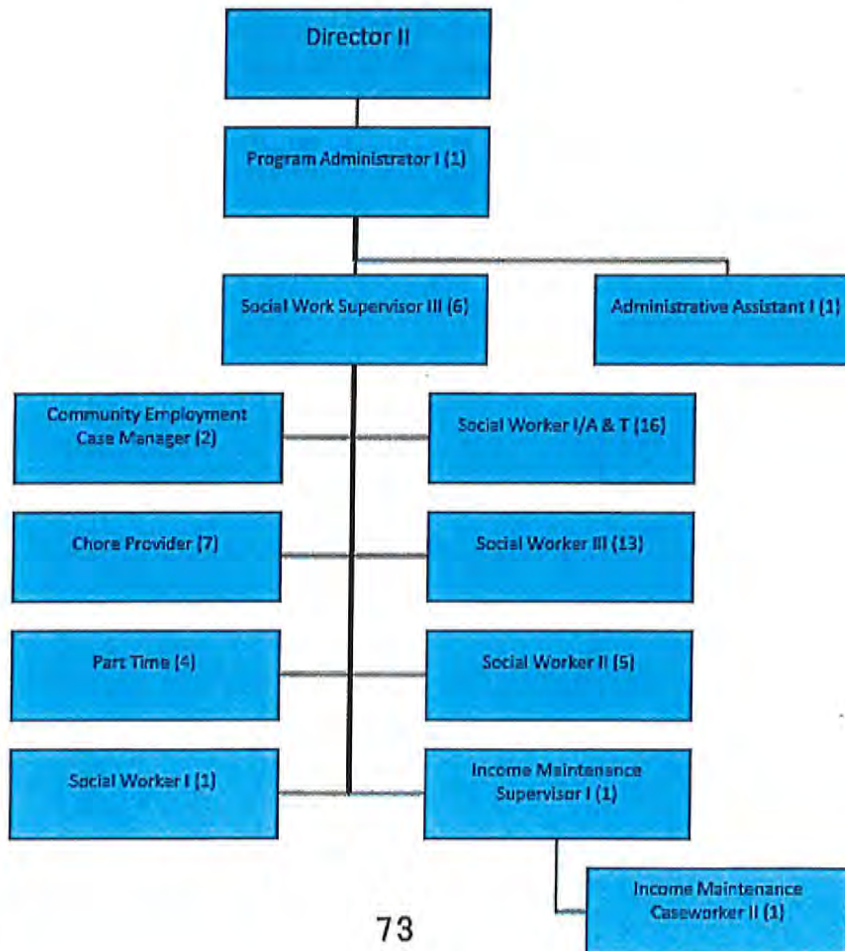
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FY 2013	FY 2014	FY 2015	FY 2016	FY 2017
48	49	49	56	56



Projects & Accomplishments

- Formation of the Family Support Unit – This unit provides supportive services to families and includes Work First, Child Care, Prevention Services, Services to Non-Custodial Parents, and Child Protective Services intake. The prevention program has been inundated with referrals.
- In the third quarter of the state fiscal year 2014-2015, BCDSS Child Welfare Services surpassed the federal outcome measures for the following: Recurrence of Maltreatment, Maltreatment in Foster Care, Families reunified in less than 12 months, Re-entry into Foster Care, and Placement Stability.
- We have 35 licensed foster homes, the most in the history of BCDSS.
- We have completed 9 adoptions since July 1, 2015.
- All of the social workers are documenting their cases in real time, using ipads to access the document management system.
- The waiting list for child care are down significantly due to our work to maximize utilization of funding for this program.
- The waiting lists for the adult and aging programs, to include CAP, Special Assistance In Home and Home Delivered Meals are all lower than they have been in the past. Despite these lower wait times, the Adult and Aging unit continues to face challenges as they are no longer dealing with just the frail elderly. The caseloads of these social workers now consist of young adults with chronic and persistent mental illness. These are much more complex and difficult cases, as the resources for mentally ill adults are insufficient to meet the demand we have in this community.

Social Services

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	\$ 3,750,641	\$ 4,128,872	\$ 4,128,872	\$ 3,886,376	\$ 4,086,330	\$ 4,086,330
SALARIES-OVERTIME	79,332	90,000	90,000	64,948	90,000	90,000
SALARIES-PART TIME	8,808	10,200	10,200	9,257	10,200	10,200
BOARD EXPENSES	2,549	6,000	6,000	2,408	5,000	5,000
FICA 6.2%	222,228	252,452	252,452	229,458	259,751	259,751
LOC. GOV. EMP. RETIREMENT	270,778	268,275	268,275	265,405	303,523	303,523
HOSPITALIZATION-EMPLOYEE	548,597	554,908	554,908	555,104	627,330	627,330
MEDICARE 1.45%	51,972	58,572	58,572	55,728	60,748	60,748
LIFE INSURANCE-EMPLOYEE	2,559	2,750	2,750	2,706	3,019	3,019
WORKERS COMPENSATION INSURANCE	75,630	76,758	76,758	70,174	76,758	76,758
401(K) EMPLOYER CONTRIBUTION	44,969	85,041	82,941	71,879	83,731	83,731
PROFESSIONAL SERVICE-LEGAL	7,848	10,000	10,000	5,633	10,000	10,000
ADMINISTRATIVE SERVICES	-	68,000	68,000	22,793	38,000	38,000
VOLUNTEER RECEPTION	950	1,500	1,500	1,500	1,500	1,500
OFFICE SUPPLIES	15,736	25,000	25,000	14,780	20,000	20,000
PROFESSIONAL DEVELOPMENT	24,272	27,000	27,000	24,915	28,000	28,000
TRAVEL-CLIENT TRANSPORTATION	151,284	160,000	160,000	139,175	155,000	155,000
TELEPHONE	50,326	70,500	70,500	67,135	90,814	90,814
POSTAGE	14,940	40,000	40,000	21,071	30,000	30,000
UTILITIES-SOCIAL SERVICES	50,062	70,452	70,452	57,883	60,452	60,452
PRINTING	1,153	1,500	1,500	1,000	1,500	1,500
RECORDS MANAGEMENT-MICROFILM	9,548	18,290	18,290	9,996	10,790	10,790
MAINT/REPAIR-BUILDINGS	23,814	63,000	63,000	44,315	49,500	49,500
MAINT/REPAIR-EQUIPMENT	-	3,000	3,000	83	3,000	3,000
FREIGHT	1,217	1,500	1,500	1,413	1,500	1,500
COMPUTER SOFTWARE/SUPPORT	209,366	280,000	280,000	280,000	226,230	226,230
LEGAL ADVERTISING	1,514	7,000	7,000	3,950	7,000	7,000
TEMPORARY EMP.SERVICES	164,946	95,000	95,000	78,200	40,000	40,000
INTERPRETER-LANGUAGE LINE	-	5,500	5,500	-	5,500	5,500
TRAINING/SCHOOL COSTS	18,152	32,000	32,000	28,217	29,500	29,500
CONTRACT-FOOD STAMP ISSUANCE	15,361	15,500	15,500	13,632	16,500	16,500
EQUIPMENT PURCHASE	23,968	181,692	181,692	181,692	84,360	84,360
RENTAL EQUIPMENT	38,105	35,000	35,000	32,068	25,000	25,000
DUES & SUBSCRIPTIONS	1,545	3,300	3,300	2,309	3,300	3,300
BANK SERVICE FEES	15,053	20,000	20,000	16,329	20,000	20,000
SALARIES	142,552	140,509	140,509	144,693	167,659	167,659
SALARIES-PART TIME	16,224	41,004	41,004	15,875	22,500	22,500
FICA 6.2%	9,554	11,176	11,176	9,648	12,255	12,255
LOC. GOV. EMP. RETIREMENT	10,078	11,922	11,922	9,768	14,330	14,330
HOSPITALIZATION-EMPLOYEE	43,293	61,656	61,656	42,939	45,624	45,624
MEDICARE 1.45%	2,234	3,083	3,083	2,258	2,866	2,866
LIFE INSURANCE-EMPLOYEE	157	192	192	165	356	356
WORKERS COMPENSATION INSURANCE	4,570	6,225	6,225	4,662	6,225	6,225
410(K) Employer Contribution	2,088	-	2,100	2,895	3,953	3,953
MEDICAL-CARE MGMT/AIDE IMMUN.	670	3,000	3,000	654	1,500	1,500
PROF. SERVICES MEDICAL-AGING	985	3,000	3,000	915	15,000	15,000
PROF. SERV.-GUARDIANSHIP	19,190	20,000	20,000	20,433	20,000	20,000
PURCHASED MEALS	70,112	172,000	172,000	86,609	172,000	172,000
MEDICAL SUPPLIES	41,102	50,000	50,000	33,205	50,000	50,000
TRAVEL-CLIENT TRANSPORTATION	4,554	30,000	30,000	30,000	30,000	30,000
ELDERLY TRANSPORTATION-ETAP	55,523	55,000	60,923	50,000	50,000	50,000
ELD. TRANSP.-EDTAP(SUPPLEMENT)	4,001	5,000	-	54	-	-
FREIGHT	128	-	-	-	-	-
SPECIAL PROJECTS	294	500	500	297	500	500
WASHINGTON SENIOR CENTER	5,292	12,000	12,000	12,000	12,000	12,000
PROF.SERVICES DRUG/MENTAL TEST	-	3,000	3,000	-	3,000	3,000
PRO.SERVICES-COUNSEL/ASSESSMENT	-	2,000	2,000	-	2,000	2,000
TRAVEL REIMBURSEMENT	7,290	25,000	25,000	5,483	25,000	25,000
OTHER SUPPORTIVE SERVICES	824	10,000	10,000	255	10,000	10,000
CHILD ONLY SUPPORTIVE SERVICES	500	25,000	25,000	272	25,000	25,000
FS E&T	-	2,500	2,500	-	2,500	2,500
ESC CONTRACT-WORK FIRST	32,000	32,000	32,000	32,000	32,000	32,000
JOB PREP/EDUC/TRAINING	-	1,500	1,500	-	1,500	1,500
PROF.SERVICE-IV-D CONTRACT	820,992	821,000	821,000	842,609	879,901	879,901
COUNTY SHARE OF ASSISTANCE	544,935	577,051	577,051	560,474	577,051	577,051
DRUG TEST,SBI CHECK	5,509	5,000	5,000	5,241	5,500	5,500
MEDICAL (FOSTER CARE)	814	10,000	10,000	500	10,000	10,000
GENERAL ASSISTANCE	19,321	18,000	18,000	17,437	20,500	20,500
INDEPENDENT LIVING	4,323	15,177	15,177	1,082	15,177	15,177
ADOPTION ASSISTANCE IV-B	67,007	124,721	124,721	60,822	94,621	94,621
FOSTER CARE-STATE	64,120	88,438	88,438	93,708	94,438	94,438
FOSTER CARE-IV-E/TEA	143,437	168,801	168,801	213,395	213,801	213,801
ADOPT.ASSIST.IV-E & VENDOR PMT	109,767	124,533	124,533	131,309	124,316	124,316

Social Services

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SPECIAL ADOPTION INCENT. FUND	23,040	19,000	16,960	16,960	5,000	-
TRAVEL-CLIENT TRANSPORTATION	557,677	572,145	572,145	571,155	600,000	600,000
CO. SHARE OF ASSIST./MEDICAID	19,577	35,000	35,000	1,128	35,000	35,000
AFDC-EA(Energy Assistance)	2,356	-	16,846	14,792	3,500	3,500
CIP-CRISIS INTERVENTION PROG.	208,242	232,736	193,835	209,660	236,170	236,170
PROGRESS ENERGY-FORMERLY CP&L	7,880	9,670	9,670	9,670	11,848	11,848
SHARE THE WARMTH	-	-	-	-	92	92
ENERGY ASSISTANCE-LIEAP	304,400	232,736	241,735	241,700	236,170	236,170
ENERGY ASSISTANCE-TANF	29,282	45,000	45,000	45,000	45,000	45,000
GENERAL ASSISTANCE	5,699	6,000	6,000	7,511	6,000	6,000
COUNTY SHARE OF ASSISTANCE	6,835	6,435	6,435	6,495	6,495	6,495
B.C.BLIND CENTER	-	4,000	4,000	4,000	4,000	4,000
FSA-FEDERAL CHILDCARE EXPENSE	2,211,923	1,880,342	2,281,595	2,201,687	2,293,237	2,293,237
NON-FSA	152,817	125,000	125,000	-	125,000	125,000
SMART START DAY CARE	257,056	250,000	258,555	258,055	250,000	250,000
	\$ 11,937,447	\$ 12,866,614	\$ 13,262,249	\$ 12,281,002	\$ 13,184,421	\$ 13,184,421

PUBLIC HEALTH

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 and Environmental Health.

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Health Director

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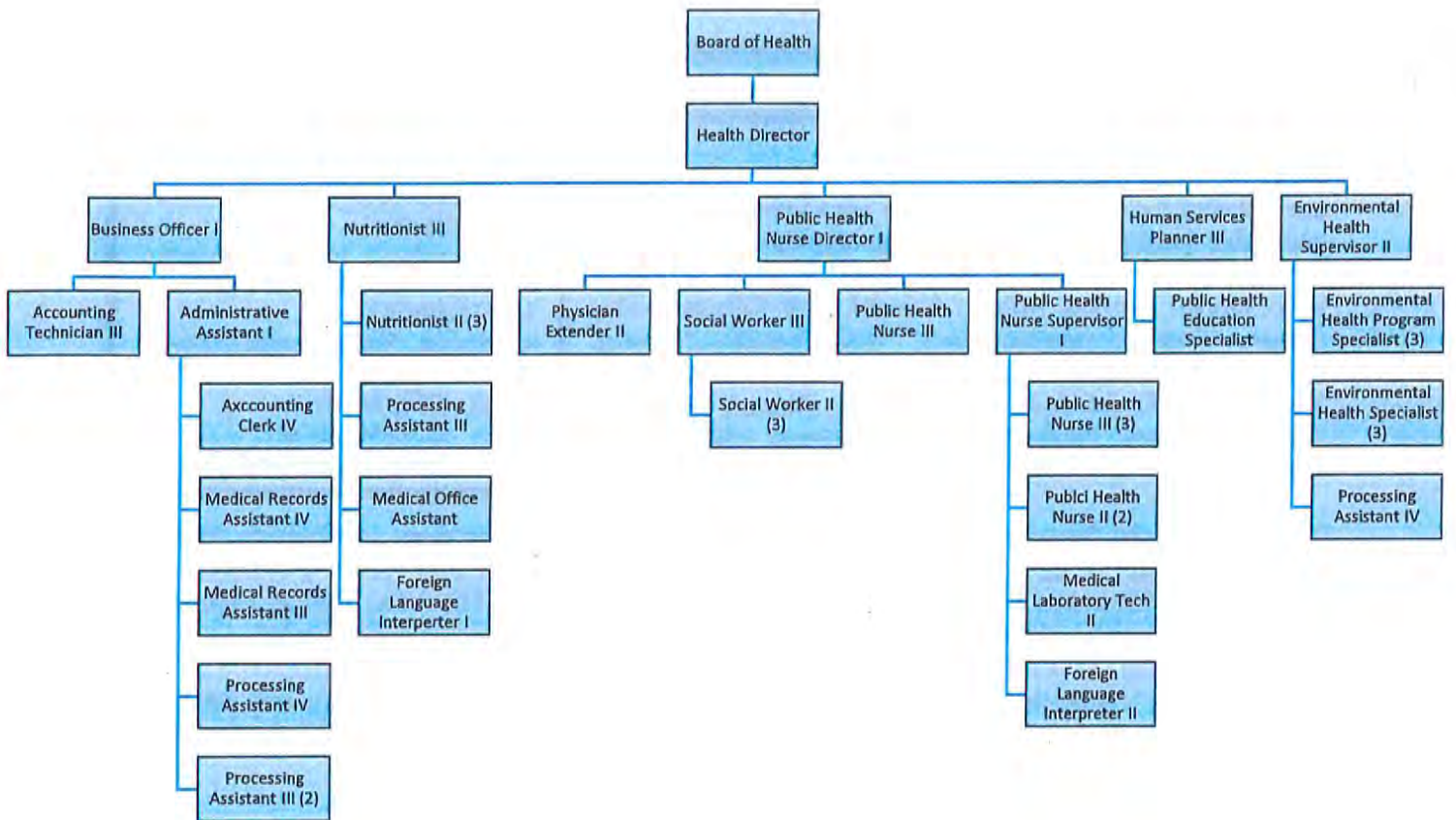
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The Public Health Department is staffed with registered nurses, social workers, nutritionists, registered sanitarians, health educators, and administrative support personnel. The Department is overseen by an eleven member Board of Health consisting of a County Commissioner, Physician, Dentist, Optometrist, Veterinarian, Registered Nurse, Engineer, Pharmacist and three members of the general public.

Local funding comprises 43-45% of the Public Health Department's total proposed budget of \$3,501,001. The rest of the Department's budget is from billable services and State and Federal sources.

COST CENTERS

Cost Center Name	Customer Group	Revenues
General Administration	Administrative Support for Dept.	State, Local
Immunizations	Entire Population	State, Fees/Insurance, Medicaid, Local
Sexually Transmitted Diseases	Entire Population	State, Medicaid, Local
Tuberculosis	Entire Population	State, Fees/Insurance, Medicaid, Local
Preparedness & Response	Entire Population	State, Local
Breast and Cervical Cancer	Women (Ages 40-64)	State, Local
Adult Health	Adult Population	Medicaid, Fees/Insurance, Local
Disaster	Entire Population	None
Health Promotion	Entire Population	State, Local
Child Health	Children	State, Medicaid, Local
Maternal Health	Pregnant Women	State, Fees/Insurance, Medicaid, Local
Family Planning	Women (childbearing age)	State, Fees/Insurance, Medicaid, Local
WIC	Women and Children	Federal, Local
Pregnancy Care Management	Pregnant Women	Medicaid, Local
Care Coordination for Children (formerly CSC)	Children	Medicaid, Local
Environmental Health	Entire Population	State, Fees, Local
AIDS Control	Entire Population	State, Local



FULL-TIME POSITIONS AUTHORIZED

FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Recommended
41.4	41.6	41.6	41.6	41.6

PUBLIC HEALTH REVENUES	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
State Health	\$ 802,285	\$ 789,707	\$ 901,324	\$ 804,240
Federal Health	800,604	864,272	861,776	926,322
Sales and Service	178,654	178,773	197,134	255,548
Miscellaneous	25,492	9,350	33,550	22,486
Total	\$ 1,807,035	\$ 1,842,102	\$ 1,993,784	\$ 2,008,596

PUBLIC HEALTH EXPENDITURES	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 1,765,068	\$ 1,845,900	\$ 1,845,900	\$ 1,855,378
Benefits	499,449	536,861	536,861	563,696
Operating	962,003	995,312	1,126,633	1,063,853
Capital Outlay	24,839	0	0	0
Total	\$ 3,251,359	\$ 3,378,073	\$ 3,509,394	\$ 3,482,927

5110 Health - General

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	\$ 7,200	\$ 8,156	\$ 8,156	\$ 8,066	\$ 7,894	\$ 7,894
BOARD SALARY	1,450	2,200	2,200	1,475	2,200	2,200
FICA 6.2%	420	642	642	467	490	490
LOC. GOV. EMP. RETIREMENT	505	524	524	541	574	574
HOSPITALIZATION-EMPLOYEE	426	1,020	1,020	1,029	1,077	1,077
MEDICARE 1.45%	98	150	150	109	114	114
LIFE INSURANCE-EMPLOYEE	4	5	5	5	4	4
WORKERS COMPENSATION INSURANCE	35,068	35,591	35,591	28,034	28,034	28,034
401(K) EMPLOYER CONTRIBUTION	95	163	163	148	158	158
PROFESSIONAL SERVICE-MEDICAL	8,755	8,930	8,930	8,930	9,109	9,109
PROFESSIONAL SERVICES	128	-	120	120	-	-
EDUCATIONAL SUPPLIES	96	-	267	267	-	-
MEDICAL SUPPLIES	2,862	3,447	3,447	3,447	3,658	3,658
OFFICE SUPPLIES	8,073	9,480	8,156	8,532	9,480	9,480
HEALTH ACCREDITATION	2,750	2,750	2,750	2,750	2,750	2,750
PROFESSIONAL DEVELOPMENT	7,678	9,862	9,862	9,200	9,060	9,060
VEHICLE FUEL	853	2,000	1,000	900	2,000	2,000
TELEPHONE	16,658	18,520	18,520	17,000	17,889	17,889
POSTAGE	4,600	6,700	6,150	4,600	6,900	6,900
UTILITIES-HEALTH DEPT.	35,494	35,000	35,000	32,989	35,000	35,000
PRINTING	745	750	250	250	750	750
MAINT/REPAIR BUILDINGS	-	-	3,200	1,355	-	-
MAINT/REPAIR-EQUIPMENT	1,205	2,000	1,850	1,550	2,000	2,000
MAINT/REPAIR-VEHICLE	877	2,000	2,400	2,000	2,000	2,000
FREIGHT	248	300	300	250	-	-
ADVERTISING	-	1,000	1,000	1,000	500	500
COMPUTER SOFTWARE/SUPPORT	50,007	56,220	56,145	56,000	54,533	54,533
TEMPORARY EMP.SERVICES	4,050	5,400	5,400	5,400	6,000	6,000
INTERPRETER-LANGUAGE LINE	633	600	600	426	600	600
EQUIPMENT PURCHASE	12,722	-	-	-	-	-
RENTAL EQUIPMENT	5,607	4,924	4,849	4,700	4,743	4,743
CONTRACT SERVICES	1,511	1,124	1,124	1,124	924	924
INSURANCE AND BONDS	5,508	5,784	5,321	5,320	5,587	5,587
DUES & SUBSCRIPTIONS	6,822	7,521	7,596	7,596	7,984	7,984
	\$ 223,149	\$ 232,763	\$ 232,688	\$ 215,580	\$ 222,012	\$ 222,012

5120 Health - Immunization

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	124,369	129,646	129,646	127,061	130,342	130,342
SALARIES-PART TIME	2,450	2,539	2,539	2,999	2,539	2,539
FICA 6.2%	7,407	8,195	8,195	7,501	8,239	8,239
LOC. GOV. EMP. RETIREMENT	8,899	8,647	8,647	8,692	9,450	9,450
HOSPITALIZATION-EMPLOYEE	16,103	16,834	16,834	16,486	17,816	17,816
MEDICARE 1.45%	1,732	1,917	1,917	1,754	1,927	1,927
LIFE INSURANCE-EMPLOYEE	79	82	82	77	78	78
401(K) EMPLOYER CONTRIBUTION	1,675	2,593	2,593	2,371	2,607	2,607
EDUCATIONAL SUPPLIES	10,092	104	104	104	105	105
MEDICAL SUPPLIES	82,150	91,437	108,637	108,000	130,314	130,314
OFFICE SUPPLIES	147	240	240	216	240	240
PROFESSIONAL DEVELOPMENT	-	587	587	615	36	36
	\$ 255,104	\$ 262,821	\$ 280,021	\$ 275,876	\$ 303,693	\$ 303,693

5122 Health - HIV-STD

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	130,164	140,237	140,237	145,802	143,743	143,743
SALARIES-PART TIME	1,849	1,934	1,934	1,994	2,297	2,297
FICA 6.2%	7,704	8,815	8,815	8,553	9,054	9,054
LOC. GOV. EMP. RETIREMENT	9,268	9,354	9,354	9,918	10,421	10,421
HOSPITALIZATION-EMPLOYEE	16,827	18,209	18,209	18,871	19,648	19,648
MEDICARE 1.45%	1,802	2,061	2,061	2,000	2,117	2,117
LIFE INSURANCE-EMPLOYEE	82	88	88	88	84	84
401(K) EMPLOYER CONTRIBUTION	1,747	2,805	2,805	2,704	2,875	2,875
PROFESSIONAL SERVICE-MEDICAL	10,930	10,331	12,141	11,448	18,291	18,291
EDUCATIONAL SUPPLIES	1,037	76	2,076	2,000	76	76
MEDICAL SUPPLIES	7,726	9,934	9,983	9,400	10,095	10,095
OFFICE SUPPLIES	633	240	680	612	240	240
PROFESSIONAL DEVELOPMENT	591	1,354	1,864	1,425	864	864
	\$ 190,360	\$ 205,438	\$ 210,247	\$ 214,815	\$ 219,805	\$ 219,805

5124 Health - TB

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	42,651	42,911	42,911	40,875	43,141	43,141
SALARIES-OVERTIME	-	1,088	-	-	-	-
SALARIES-PART TIME	1,004	-	1,088	834	1,088	1,088
FICA 6.2%	2,548	2,728	2,728	2,417	2,742	2,742
LOC. GOV. EMP. RETIREMENT	3,064	2,862	2,862	2,802	3,128	3,128
HOSPITALIZATION-EMPLOYEE	5,561	5,572	5,572	5,328	5,897	5,897
MEDICARE 1.45%	596	638	638	565	642	642
LIFE INSURANCE-EMPLOYEE	27	27	27	25	26	26
401(K) EMPLOYER CONTRIBUTION	577	858	858	764	863	863
PROFESSIONAL SERVICE-MEDICAL	1,508	1,901	1,901	1,480	1,910	1,910
EDUCATIONAL SUPPLIES	-	400	400	400	-	-
MEDICAL SUPPLIES	3,055	3,125	3,125	2,968	3,222	3,222
OFFICE SUPPLIES	147	240	240	216	240	240
PROFESSIONAL DEVELOPMENT	1,648	1,644	1,644	1,600	2,067	2,067
DUES & SUBSCRIPTIONS	287	60	60	60	60	60
	\$ 62,674	\$ 64,054	\$ 64,054	\$ 60,333	\$ 65,026	\$ 65,026

5126 Health - Preparedness & Response

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	41,501	43,277	43,277	47,767	40,388	40,388
FICA 6.2%	2,422	2,683	2,683	2,764	2,504	2,504
LOC. GOV. EMP. RETIREMENT	2,913	2,887	2,887	3,203	2,928	2,928
HOSPITALIZATION-EMPLOYEE	5,288	5,619	5,619	6,082	5,521	5,521
MEDICARE 1.45%	567	628	628	647	586	586
LIFE INSURANCE-EMPLOYEE	26	27	27	28	26	26
401(K) EMPLOYER CONTRIBUTION	549	866	866	874	808	808
EDUCATIONAL SUPPLIES	580	600	600	595	360	360
OFFICE SUPPLIES	-	1,250	1,250	1,238	1,250	1,250
EBOLA SUPPLIES	-	-	2,000	2,000	-	-
PROFESSIONAL DEVELOPMENT	1,584	728	728	575	528	528
FREIGHT	85	120	120	40	-	-
EBOLA EQUIPMENT	-	-	5,000	5,000	-	-
	\$ 55,516	\$ 58,685	\$ 65,685	\$ 70,813	\$ 54,899	\$ 54,899

5151 Health - Breast/Cervical Prevention

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	29,254	28,668	28,668	24,860	26,619	26,619
SALARIES-OVERTIME	-	184	184	-	-	-
SALARIES-PART TIME	187	242	242	166	121	121
FICA 6.2%	1,718	1,792	1,792	1,449	1,658	1,658
LOC. GOV. EMP. RETIREMENT	2,067	1,912	1,912	1,680	1,930	1,930
HOSPITALIZATION-EMPLOYEE	3,752	3,722	3,722	3,191	3,639	3,639
MEDICARE 1.45%	402	419	419	339	387	387
LIFE INSURANCE-EMPLOYEE	18	18	18	15	17	17
401(K) EMPLOYER CONTRIBUTION	390	573	573	458	532	532
PROFESSIONAL SERVICE-MEDICAL	36,849	30,345	39,345	39,345	34,170	34,170
EDUCATIONAL SUPPLIES	197	200	200	200	300	300
MEDICAL SUPPLIES	39	60	60	21	-	-
OFFICE SUPPLIES	74	120	120	108	120	120
PROFESSIONAL DEVELOPMENT	429	356	356	113	195	195
DUES & SUBSCRIPTIONS	60	-	-	-	60	60
	\$ 75,436	\$ 68,611	\$ 77,611	\$ 71,945	\$ 69,748	\$ 69,748

5152 Health - Adult Services

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	56,917	76,692	76,692	74,323	82,611	82,611
SALARIES-PART TIME	1,047	1,209	1,209	1,114	1,209	1,209
FICA 6.2%	3,378	4,830	4,830	4,372	5,197	5,197
LOC. GOV. EMP. RETIREMENT	4,070	5,115	5,115	5,065	5,989	5,989
HOSPITALIZATION-EMPLOYEE	7,405	10,157	10,157	9,615	11,292	11,292
MEDICARE 1.45%	790	1,130	1,130	1,022	1,216	1,216
LIFE INSURANCE-EMPLOYEE	36	49	49	45	46	46
401(K) EMPLOYER CONTRIBUTION	769	1,534	1,534	1,381	1,652	1,652
PROFESSIONAL SERVICE-MEDICAL	552	354	354	200	201	201
PROFESSIONAL SERVICES-DSS TEST	1,220	3,360	3,360	3,283	4,210	4,210
MEDICAL SUPPLIES	1,378	1,786	1,786	1,696	2,079	2,079
OFFICE SUPPLIES	147	240	240	216	240	240
PROFESSIONAL DEVELOPMENT	-	1,761	1,761	1,600	1,566	1,566
DUES & SUBSCRIPTIONS	-	-	-	-	60	60
	\$ 77,709	\$ 108,217	\$ 108,217	\$ 103,932	\$ 117,568	\$ 117,568

5153 Health Disaster

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	836	-	-	-	-	-
SALARIES-OVERTIME	1,621	-	-	-	-	-
FICA 6.2%	144	-	-	-	-	-
LOC. GOV. EMP. RETIREMENT	173	-	-	-	-	-
HOSPITALIZATION-EMPLOYEE	315	-	-	-	-	-
MEDICARE 1.45%	34	-	-	-	-	-
LIFE INSURANCE-EMPLOYEE	2	-	-	-	-	-
401(K) EMPLOYER CONTRIBUTION	32	-	-	-	-	-
	\$ 3,157	\$ -	\$ -	\$ -	\$ -	\$ -

5158 Health Promotion

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	15,426	14,243	14,243	16,423	18,542	18,542
SALARIES-PART TIME	47	-	-	-	-	-
FICA 6.2%	902	883	883	951	1,150	1,150
LOC. GOV. EMP. RETIREMENT	1,086	950	950	1,101	1,344	1,344
HOSPITALIZATION-EMPLOYEE	1,973	1,849	1,849	2,088	2,534	2,534
MEDICARE 1.45%	211	207	207	222	269	269
LIFE INSURANCE-EMPLOYEE	10	9	9	10	9	9
401(K) EMPLOYER CONTRIBUTION	205	285	285	300	371	371
EDUCATIONAL SUPPLIES	3,020	4,400	6,424	6,424	875	875
MISC ED GRANT SUPPLIES	2,444	-	2,038	2,037	3,000	3,000
OFFICE SUPPLIES	74	150	150	149	355	355
SUPPLIES HEALTH PROMOTION GRANTS	2,499	-	2,500	2,500	-	-
PROFESSIONAL DEVELOPMENT	1,023	311	311	281	300	300
FREIGHT	247	556	619	278	-	-
ADVERTISING	4,650	-	4,000	10,000	13,000	13,000
EQUIPMENT PURCHASE	10,504	13,000	11,727	5,727	-	-
	\$ 44,321	\$ 36,843	\$ 46,195	\$ 48,491	\$ 41,749	\$ 41,749

5160 Health - Child Health

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	7,133	12,599	12,599	15,842	7,710	7,710
FICA 6.2%	416	781	781	915	478	478
LOC. GOV. EMP. RETIREMENT	501	840	840	1,063	559	559
HOSPITALIZATION-EMPLOYEE	909	1,636	1,636	2,037	1,054	1,054
MEDICARE 1.45%	97	183	183	214	112	112
LIFE INSURANCE-EMPLOYEE	4	8	8	9	8	8
401(K) EMPLOYER CONTRIBUTION	94	252	252	290	154	154
PRO SERVICES-SCHL NURSE GRANT	250,000	250,000	250,000	250,000	250,000	250,000
FC-PROFESSIONAL SERVICES	79,438	68,770	71,966	71,966	69,854	69,854
CHILD FATALITY PREVENTION TEAM	427	466	466	466	558	558
EDUCATIONAL SUPPLIES	259	-	-	-	-	-
FC-EDUCATIONAL SUPPLIES	-	4,426	929	928	3,401	3,401
FC-COMPUTER SOFTWARE SUPPORT	1,042	735	735	735	729	729
FC-OFFICE SUPPLIES	500	2,600	1,940	1,940	2,000	2,000
FC-TRAVEL	4,104	2,820	3,781	3,781	2,310	2,310
TELEPHONE	54	-	-	-	-	-
FC-TELEPHONE	2,416	960	960	514	650	650
FC- MAINT/REPAIR BUILDING	687	-	-	-	-	-
	\$ 348,082	\$ 347,076	\$ 347,076	\$ 350,700	\$ 339,577	\$ 339,577

5163 Health - Maternal Health

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	215,979	224,233	224,233	227,763	229,475	229,475
SALARIES-OVERTIME	122	-	-	-	-	-
SALARIES-PART TIME	1,902	2,055	2,055	1,984	1,934	1,934
FICA 6.2%	12,723	14,030	14,030	13,283	14,347	14,347
LOC. GOV. EMP. RETIREMENT	15,304	14,956	14,956	15,402	16,637	16,637
HOSPITALIZATION-EMPLOYEE	27,791	29,115	29,115	29,317	31,367	31,367
MEDICARE 1.45%	2,976	3,281	3,281	3,106	3,355	3,355
LIFE INSURANCE-EMPLOYEE	135	141	141	136	134	134
401(K) EMPLOYER CONTRIBUTION	2,884	4,485	4,485	4,200	4,590	4,590
PROFESSIONAL SERVICE-MEDICAL	30,758	38,729	38,729	31,665	33,772	33,772
EDUCATIONAL SUPPLIES	189	156	801	800	193	193
TARGETED INFANT MORTALITY	-	-	73,399	73,399	43,771	43,771
MEDICAL SUPPLIES	7,938	9,920	9,920	8,973	10,775	10,775
OFFICE SUPPLIES	513	720	720	648	720	720
PROFESSIONAL DEVELOPMENT	799	1,130	1,252	1,252	1,210	1,210
FREIGHT	37	37	37	37	-	-
EQUIPMENT PURCHASE	-	-	1,650	1,568	-	-
DUES & SUBSCRIPTIONS	160	160	160	160	270	270
	\$ 320,211	\$ 343,148	\$ 418,964	\$ 413,694	\$ 392,550	\$ 392,550

5164 Health - Family Planning

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	211,578	221,128	221,128	211,516	216,624	216,624
SALARIES-PART TIME	2,869	3,020	3,020	2,947	2,902	2,902
FICA 6.2%	12,514	13,897	13,897	12,408	13,611	13,611
LOC. GOV. EMP. RETIREMENT	15,055	14,749	14,749	14,386	15,705	15,705
HOSPITALIZATION-EMPLOYEE	27,335	28,712	28,712	27,372	29,610	29,610
MEDICARE 1.45%	2,927	3,250	3,250	2,902	3,183	3,183
LIFE INSURANCE-EMPLOYEE	133	139	139	127	132	132
401(K) EMPLOYER CONTRIBUTION	2,838	4,423	4,423	3,923	4,332	4,332
PROFESSIONAL SERVICE-MEDICAL	11,419	14,176	14,176	11,152	12,178	12,178
EDUCATIONAL SUPPLIES	82	578	578	578	526	526
MEDICAL SUPPLIES	34,229	61,631	61,631	58,550	53,250	53,250
OFFICE SUPPLIES	472	720	720	648	720	720
FREIGHT	10	58	58	58	-	-
	\$ 321,460	\$ 366,481	\$ 366,481	\$ 346,567	\$ 352,773	\$ 352,773

5167 Health - WIC

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	257,130	256,918	256,918	264,556	261,234	261,234
SALARIES-OVERTIME	326	-	-	19	-	-
FICA 6.2%	15,028	15,929	15,929	15,302	16,197	16,197
LOC. GOV. EMP. RETIREMENT	18,073	17,136	17,136	17,741	18,939	18,939
HOSPITALIZATION-EMPLOYEE	32,799	33,359	33,359	33,747	35,708	35,708
MEDICARE 1.45%	3,515	3,725	3,725	3,579	3,788	3,788
LIFE INSURANCE-EMPLOYEE	160	162	162	157	154	154
401(K) EMPLOYER CONTRIBUTION	3,405	5,138	5,138	4,838	5,225	5,225
BREASTFEEDING SERVICES	536	625	625	625	750	750
EDUCATIONAL SUPPLIES	565	800	800	800	750	750
MEDICAL SUPPLIES	5,972	2,000	2,000	2,000	4,550	4,550
OFFICE SUPPLIES	2,809	1,000	1,588	1,588	3,400	3,400
PROFESSIONAL DEVELOPMENT	3,380	800	1,800	1,978	2,200	2,200
TELEPHONE	868	875	875	688	842	842
POSTAGE	409	700	700	650	500	500
PRINTING	125	90	101	101	290	290
MAINT REPAIR/BUILDING	-	-	1,638	1,415	-	-
FREIGHT	348	200	200	150	-	-
ADVERTISING	124	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	5,245	6,210	6,238	6,238	5,829	5,829
TEMPORARY EMP.SERVICES	12,879	14,072	11,576	11,576	11,960	11,960
RENTAL EQUIPMENT	736	123	62	61	-	-
CONTRACT SERVICES	233	180	292	306	180	180
DUES & SUBSCRIPTIONS	340	360	360	380	400	400
	\$ 365,002	\$ 360,402	\$ 361,222	\$ 368,495	\$ 372,896	\$ 372,896

5168 Health - Pregnancy Care Management

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	91,712	101,343	101,343	102,501	115,288	115,288
SALARIES-OVERTIME	14	-	-	587	-	-
FICA 6.2%	5,353	6,283	6,283	5,960	7,148	7,148
LOC. GOV. EMP. RETIREMENT	6,439	6,760	6,760	6,913	8,358	8,358
HOSPITALIZATION-EMPLOYEE	11,699	13,159	13,159	13,186	15,759	15,759
MEDICARE 1.45%	1,252	1,469	1,469	1,394	1,672	1,672
LIFE INSURANCE-EMPLOYEE	57	64	64	61	61	61
401(K) EMPLOYER CONTRIBUTION	1,214	2,027	2,027	1,885	2,306	2,306
OFFICE SUPPLIES	1,502	-	-	-	175	175
PROFESSIONAL DEVELOPMENT	2,156	800	800	400	584	584
VEHICLE FUEL	114	171	171	85	150	150
COMPUTER SOFTWARE/SUPPORT	3,476	4,135	4,143	4,142	4,642	4,642
EQUIPMENT PURCHASE	2,179	-	-	-	-	-
	\$ 127,166	\$ 136,211	\$ 136,219	\$ 137,115	\$ 156,143	\$ 156,143

5169 Health - Care Coordination for Children

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	83,227	83,447	83,447	72,916	70,862	70,862
SALARIES-OVERTIME	77	-	-	-	-	-
FICA 6.2%	4,863	5,174	5,174	4,218	4,393	4,393
LOC. GOV. EMP. RETIREMENT	5,848	5,566	5,566	4,889	5,137	5,137
HOSPITALIZATION-EMPLOYEE	10,619	10,835	10,835	9,296	9,686	9,686
MEDICARE 1.45%	1,137	1,210	1,210	987	1,027	1,027
LIFE INSURANCE-EMPLOYEE	52	53	53	43	50	50
401(K) EMPLOYER CONTRIBUTION	1,102	1,669	1,669	1,334	1,417	1,417
OFFICE SUPPLIES	270	-	-	-	175	175
PROFESSIONAL DEVELOPMENT	188	800	800	300	584	584
VEHICLE FUEL	114	171	171	85	150	150
COMPUTER SOFTWARE/SUPPORT	1,272	1,405	1,412	1,410	1,093	1,093
EQUIPMENT PURCHASE	1,280	-	-	-	-	-
	110,047	110,330	110,337	95,477	94,574	94,574

5180 Environmental Health

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	399,667	407,381	407,381	383,230	408,465	408,465
SALARIES-OVERTIME	199	1,020	1,020	1,020	1,000	1,000
SALARIES-PART TIME	1,180	4,289	4,289	3,500	4,289	4,289
FICA 6.2%	23,409	25,258	25,258	22,215	25,652	25,652
LOC. GOV. EMP. RETIREMENT	28,152	27,172	27,172	25,752	29,687	29,687
HOSPITALIZATION-EMPLOYEE	51,087	52,896	52,896	48,938	55,832	55,832
MEDICARE 1.45%	5,475	5,907	5,907	5,195	6,000	6,000
LIFE INSURANCE-EMPLOYEE	249	256	256	228	242	242
WORKERS COMPENSATION INSURANCE	13,172	13,365	13,365	13,365	13,365	13,365
401(K) EMPLOYER CONTRIBUTION	5,304	8,148	8,148	7,023	8,189	8,189
EDUCATIONAL SUPPLIES	180	180	2,034	1,810	3,092	3,092
OFFICE SUPPLIES	3,482	2,710	2,710	2,710	2,439	2,439
FIELD SUPPLIES	2,504	1,444	1,439	1,444	2,674	2,674
MOSQUITO SUPPLIES	11,318	13,000	8,500	6,500	11,700	11,700
PROFESSIONAL DEVELOPMENT	3,567	4,850	4,850	4,850	4,850	4,850
VEHICLE FUEL	8,141	11,000	11,000	8,500	8,500	8,500
TELEPHONE	5,851	6,122	6,122	6,100	6,122	6,122
POSTAGE	688	682	687	687	682	682
PRINTING	300	300	300	300	300	300
MAINT/REPAIR BUILDINGS	-	-	4,631	4,631	-	-
MAINT/REPAIR-EQUIPMENT	1,158	1,000	1,000	1,000	1,000	1,000
MAINT/REPAIR-VEHICLE	4,808	5,993	6,777	5,993	5,993	5,993
MOSQUITO CONTROL-OPERATING EXP	506	3,900	3,900	3,400	3,510	3,510
FREIGHT	200	200	284	236	-	-
COMPUTER SOFTWARE/SUPPORT	24,846	25,362	25,390	25,354	25,602	25,602
EQUIPMENT PURCHASE	859	-	4,500	4,500	-	-
RENTAL EQUIPMENT	2,423	3,389	3,330	3,330	3,216	3,216
CONTRACT SERVICES	382	180	239	239	180	180
DUES & SUBSCRIPTIONS	500	500	500	500	550	550
CAPITAL OUTLAY VEHICLES	24,839	-	-	-	-	-
	\$ 624,445	\$ 626,504	\$ 633,885	\$ 592,549	\$ 633,131	\$ 633,131

5198 Health Aids Control

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	33,978	35,425	35,425	32,726	32,861	32,861
FICA 6.2%	1,984	2,196	2,196	1,893	2,037	2,037
LOC. GOV. EMP. RETIREMENT	2,385	2,363	2,363	2,195	2,382	2,382
HOSPITALIZATION-EMPLOYEE	4,329	4,600	4,600	4,176	4,492	4,492
MEDICARE 1.45%	464	514	514	443	476	476
LIFE INSURANCE-EMPLOYEE	21	22	22	19	21	21
401(K) EMPLOYER CONTRIBUTION	449	-	-	599	657	657
EDUCATIONAL SUPPLIES	1,820	2,153	2,153	2,153	1,110	1,110
MEDICAL SUPPLIES	1,524	2,184	2,184	2,184	2,000	2,000
OFFICE SUPPLIES	193	200	200	197	200	200
PROFESSIONAL DEVELOPMENT	249	475	475	307	475	475
FREIGHT	82	315	315	200	-	-
COMPUTER SOFTWARE/SUPPORT	42	42	46	45	72	72
	\$ 47,520	\$ 50,489	\$ 50,493	\$ 47,136	\$ 46,783	\$ 46,783

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VETERANS' SERVICES

The Veterans' Services 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, Veterans' Services Officer

Beaufort County Veterans' Services
1308 Highland Drive, Suite 104
Washington, North Carolina 27889

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Veterans'
Services Officer

FULL-TIME POSITIONS AUTHORIZED

FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Recommended
1	1	1	1	1

VETERANS' SERVICES	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 41,916	\$ 42,754	\$ 42,754	\$ 42,754
Benefits	11,745	12,348	12,348	12,955
Operating	1,334	1,065	1,065	1,560
Capital Outlay	0	0	0	0
Total	\$ 54,995	\$ 56,167	\$ 56,167	\$ 57,269

5820 Veterans' Services

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommend
SALARIES	\$ 41,916	\$ 42,754	\$ 42,754	\$ 42,754	\$ 42,754	\$ 42,754
FICA 6.2%	2,567	2,651	2,651	2,651	2,651	2,651
LOC. GOV. EMP. RETIREMENT	2,964	3,023	3,023	3,023	3,100	3,100
HOSPITALIZATION-EMPLOYEE	5,377	5,378	5,378	5,378	5,703	5,703
MEDICARE 1.45%	600	620	620	620	620	620
LIFE INSURANCE-EMPLOYEE	27	35	35	35	26	26
WORKERS COMPENSATION INSURANCE	176	240	240	240	225	225
401(K) EMPLOYER CONTRIBUTION	210	641	641	641	855	855
OFFICE SUPPLIES	289	300	300	400	1,340	840
Professional Development	-	150	150	150	325	325
POSTAGE	869	325	325	530	550	120
DUES & SUBSCRIPTIONS	-	50	50	50	50	50
	\$ 54,995	\$ 56,167	\$ 56,167	\$ 56,472	\$ 58,199	\$ 57,269

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 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
BATS	\$ 73,750	\$ 73,750	\$ 73,750	\$ 73,750
BC Developmental Ctr.	55,000	55,000	55,000	55,000
BCDC Elderly/Handicap	24,818	32,500	32,500	25,000
NCDOT Rural Grant	62,067	75,000	75,000	65,000
BCDC Pass Through	0	171,264	171,264	0
Trillium Health	156,599	156,599	156,599	157,000
Alcohol Treatment	17,000	17,000	17,000	17,000
CJP – Passages	77,185	50,000	50,000	62,000
Total	\$ 466,419	\$ 631,113	\$ 631,113	\$ 454,750

5200 Area Mental Health & Transportation

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommend
B.A.T.S	\$ 73,750	\$ 73,750	\$ 73,750	\$ 73,750	\$ 73,750	\$ 73,750
BC DEVELOPMENTAL CENTER	55,000	55,000	55,000	55,000	55,000	55,000
BCDC - NC ELDERLY/HANDICAPPED	24,818	32,500	32,500	25,000	25,000	25,000
NC DOT RURAL GENERAL PUBLIC	62,067	75,000	75,000	65,000	65,000	65,000
BCDC PASS THROUGH FUNDS	-	171,264	171,264	-	-	-
TRILLIUM HEALTH RESOURCES	156,599	156,599	156,599	157,000	157,000	157,000
ALCOHOL TREATMENT	17,000	17,000	17,000	1,620	17,000	17,000
CRIMINAL JUSTICE PARTNERSHIP - PASSAGES	77,185	50,000	50,000	62,000	62,000	62,000
	\$ 466,419	\$ 631,113	\$ 631,113	\$ 439,370	\$ 454,750	\$ 454,750

COOPERATIVE EXTENSION

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

Accomplishments:

Beaufort County farmers and agribusinesses receive great value from extension programs. Whether the platform involves one-on-one problem-solving, winter educational meetings, or large scale field day events, we strive to deliver educational programs which benefit agriculture in the county and region. We work hard to educate growers and landowners about environmental stewardship, and the proper use of fertilizers and pesticides, in order to protect individual and publically-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.

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 host a major wheat field day here in the county this year, as well as smaller educational events as situations arise. We will expand our on-farm test program to include soybean variety trials with our already established corn and wheat efforts. We will also be involved in two large regional field day events in Hyde and Washington Counties.

Our Family and Consumer Science position has been vacant for some time, but will be filled this year. Programming efforts toward "foods and nutrition" education for consumers across Beaufort County will begin once the position is filled.

Rod Gurganus, Extension Director

Beaufort County Cooperative Extension
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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.

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



COOPERATIVE EXTENSION	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Benefits	0	0	0	0
Operating	179,710	231,175	231,175	234,571
Capital Outlay	25,327	0	0	0
Total	\$ 205,037	\$ 231,175	\$ 231,175	\$ 234,571

4950 Cooperative Extension

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
NCSU-PERSONNEL CONTRACT	\$ 134,203	\$ 189,000	\$ 189,000	\$ 179,600	\$ 199,100	\$ 199,100
OFFICE SUPPLIES	6,103	7,000	7,000	7,000	7,000	6,000
PROFESSIONAL DEVELOPMENT	4,282	5,821	5,821	5,821	5,821	5,821
VEHICLE FUEL	-	2,000	2,000	1,000	4,000	1,500
TELEPHONE	4,159	5,200	5,200	2,600	3,200	2,600
MAINT/REPAIR-FARM SERV. BLDG	-	2,000	2,000	2,000	2,000	2,000
MAINT/REPAIR-EQUIPMENT	3,262	4,980	4,980	2,300	4,980	2,000
MAINT/REPAIR VEHICLE	-	-	-	-	-	1,500
VOLUNTARY AG DISTRICT	52	300	300	-	300	100
4-H PROGRAM SUPPORT	-	3,250	3,250	3,250	3,250	3,250
CONTRACTED SERVICES	-	-	-	-	-	8,500
RENTAL EQUIPMENT	10,554	10,800	10,800	9,700	10,800	1,400
LIAB.INS.-AGENTS	100	100	100	100	170	170
POSTAGE	12	-	-	-	-	-
FREIGHT	87	200	200	-	-	-
DUES & SUBSCRIPTIONS	570	524	524	630	630	630
TEMPORARY EMPLOYMENT SERVICES	9,988	-	-	-	-	-
EQUIPMENT PURCHASE	6,338	-	-	-	-	-
CAPITAL OUTLAY EQUIPMENT	25,327	-	-	-	-	-
	\$ 205,037	\$ 231,175	\$ 231,175	\$ 214,001	\$ 241,251	\$ 234,571

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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 made up of five Supervisors; three elected by the general population and two appointed by the Soil and Water Conservation Commission as recommended by the District's Board of Supervisors. The District's Board of Supervisors meet monthly. 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 general public are also offered. District staff members consist of one Administrative Assistant, one District Resource Specialist, and one part time Education Coordinator.

Ann L. Williams, Administrative Assistant I

Agricultural Center
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 Washington, North Carolina 27889

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



FULL-TIME POSITIONS AUTHORIZED

FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Recommended
2	2	2	2	2

SOIL AND WATER	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 80,386	\$ 82,733	\$ 82,733	\$ 79,942
Benefits	22,391	22,528	22,528	23,927
Operating	22,877	35,030	35,030	31,914
Capital Outlay	0	0	0	0
Total	\$ 125,654	\$ 140,291	\$ 140,291	\$ 135,783

SOIL AND WATER CONSERVATION DISTRICT

For Program Year 2016, the District was allocated \$54,917 through its Agriculture Cost Share Program. Six landowners/operators were approved for contracts for cover crops, land smoothing, structures for water control, and an ag collection system. The District was also allocated \$2,545 through the Community Conservation Assistance Program but returned the funds as no applications were on hand to encumber the funds. The NC Foundation for Soil and Water Conservation awarded the District an Environmental Enhancement Grants Program grant, in the amount of \$34,125, to assist a landowner with the closure of four of his inactive swine lagoons. The District's Annual Dan Windley Environmental Field Days event was accomplished in November, 2015 for the county's fifth grade students. Poster and Essay contests for the County's third through sixth graders have been completed. The Coastal Envirothon competition is scheduled for March 16, 2016 for middle school and high school teams from throughout the county's school system. The State Envirothon competition will be held in April, 2016 and the Resource Conservation Workshop will be held June 26 through July 1, 2016.

The District's FY 2017 goals and objectives will be similar to those accomplished in FY 2016. Program allocations are anticipated after July 1, 2016. Work will soon begin with the revision of our FY 2017 Business Plan and Strategy Plan. Educational opportunities will be provided as well.

4960 Soil and Water Conservation

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommend
SALARIES	\$ 68,446	\$ 69,815	\$ 69,815	\$ 55,787	\$ 74,147	\$ 68,692
SALARIES-OVERTIME	75	-	-	150	-	-
SALARIES-PART TIME	11,865	12,918	12,918	11,250	11,250	11,250
FICA 6.2%	4,891	4,329	4,329	4,329	5,295	4,956
LOC. GOV. EMP. RETIREMENT	4,844	4,936	4,936	4,936	5,376	4,980
HOSPITALIZATION-EMPLOYEE	10,755	10,800	10,800	10,800	11,406	11,406
MEDICARE 1.45%	1,144	1,012	1,012	1,012	1,238	1,159
LIFE INSURANCE-EMPLOYEE	55	55	55	55	52	52
WORKERS COMPENSATION INSURANCE	1,158	1,575	1,575	1,400	1,400	1,400
401(K) EMPLOYER CONTRIBUTION	702	1,396	1,396	1,396	1,483	1,374
PROFESSIONAL SERVICES	-	-	-	1,992	14,002	-
OFFICE SUPPLIES	1,608	4,743	4,743	4,743	4,063	2,000
PROFESSIONAL DEVELOPMENT	1,270	7,989	7,989	7,989	13,847	12,500
VEHICLE FUEL	653	1,200	1,200	460	960	500
TELEPHONE	1,404	1,620	1,620	1,458	1,620	1,500
POSTAGE	711	-	-	758	832	0
PRINTING	1,694	1,950	1,950	1,848	1,960	900
MAINT/REPAIR-EQUIPMENT	58	1,880	1,880	720	2,880	500
FREIGHT	143	150	150	150	150	-
ADVERTISING	79	150	150	100	100	-
COMPUTER SOFTWARE/SUPPORT	565	350	350	150	460	460
LEGAL ADVERTISING	-	-	-	504	-	200
INFORMATION/EDUCATION COSTS	6,510	7,450	7,450	6,773	8,650	5,000
EQUIPMENT PURCHASE	2,590	200	200	200	3,550	800
CONTRACT SERVICES	2,416	2,718	2,718	2,546	2,854	2,854
MAINT/REPAIR VEHICLE	-	-	-	-	-	500
DUES & SUBSCRIPTIONS	1,778	2,055	2,055	1,741	1,930	1,800
COUNTY BEAVER BOUNTY PROGRAM	240	1,000	1,000	500	1,000	1,000
	\$ 125,654	\$ 140,291	\$ 140,291	\$ 123,747	\$ 170,505	\$ 135,783

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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 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
JCPC Program	\$ 168,788	\$ 167,268	\$ 167,268	\$ 167,628
Boys & Girls Club	40,000	40,000	40,000	40,000
Pamlico Pals	2,000	2,000	2,000	2,000
Total	\$ 210,788	\$ 209,268	\$ 209,268	\$ 209,628

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OUTSIDE AGENCIES

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

A spreadsheet listing each agency and/or appropriation is attached. The spreadsheet shows prior appropriations, current requests, and recommended appropriations for the FY 16-17.

OUTSIDE AGENCIES	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Appropriations	\$ 359,481	\$ 424,873	\$ 457,373	\$ 374,873

6100 Outside Agencies

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommend
AURORA RECREATION	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500
BATH RECREATION	4,271	4,271	4,271	4,271	6,000	4,271
BELHAVEN RECREATION	10,800	10,800	10,800	-	10,800	-
CHOCOWINITY RECREATION	7,200	7,200	7,200	7,200	27,200	7,200
PANTEGO RECREATION	4,950	4,950	4,950	4,950	4,950	4,950
WASHINGTON RECREATION	15,732	15,732	15,732	15,732	539,488	15,732
WASHINGTON PARK RECREATION	1,620	1,620	1,620	1,620	1,620	1,620
BROWN LIBRARY	7,800	7,800	7,800	7,800	293,822	7,800
BELHAVEN LIBRARY (BHM)	1,000	1,000	1,000	1,000	1,000	1,000
AURORA FOSSIL MUSEUM	-	2,000	2,000	2,000	7,000	2,000
BELHAVEN MEMORIAL MUSEUM	1,000	1,000	1,000	1,000	3,000	1,000
WASHINGTON CHAMBER OF COMMERCE	1,500	1,500	1,500	1,500	1,500	1,500
BELHAVEN CHAMBER OF COMMERCE	1,000	1,000	1,000	1,000	1,000	1,000
AURORA CHAMBER OF COMMERCE	-	1,000	1,000	1,000	1,000	1,000
BC ARTS COUNCIL	10,000	20,000	20,000	20,000	20,000	20,000
B-H-M LIBRARY	201,500	202,500	202,500	202,500	212,000	202,500
LITERACY VOLUNTEERS	2,500	2,500	2,500	2,500	2,500	2,500
HWY 17 TRANSPORTATION ASSOC.	20,000	20,000	20,000	23,000	25,000	20,000
SOUTHERN ALBEMARLE ASSOCIATION	800	-	-	-	800	800
CITIZENS ON SOUTHSIDE TOGETHER	2,000	2,000	2,000	2,000	3,000	2,000
RUTHS HOUSE	2,500	2,500	2,500	2,500	25,000	2,500
NC ESTUARUM	35,000	35,000	35,000	35,000	35,000	35,000
PUNGO HOSPITAL CAUSE	9,728	-	-	-	-	-
CORNERSTONE	-	5,000	5,000	5,000	5,000	5,000
TOURISM PROMOTION	-	20,000	20,000	5,000	-	-
PANTEGO ACADEMY HIST. MUSEUM	-	1,000	1,000	1,000	5,000	1,000
HEIGHER HEIGHTS HUMAN SERVICES	-	-	20,000	20,000	25,000	20,000
ZION SHELTER	-	-	12,500	12,500	10,000	10,000
VOA SITE (UTILITIES)	14,880	50,000	50,000	18,135	-	-
EAGLE'S WINGS	-	-	-	-	16,000	-
CHRISTIAN FELLOWSHIP ENRICHMENT	-	-	-	-	100,000	-
METROPOLITAN COMM HEALTH SERVICES	-	-	-	-	275,000	-
WASHINGTON SENIOR CENTER	-	-	-	-	132,917	-
WASHINGTON AQUATIC CENTER	-	-	-	-	357,263	-
WASHINGTON HARBOUR DISTRICT ALLIANCE	-	-	-	-	15,000	-
	\$ 359,481	\$ 424,873	\$ 457,373	\$ 402,708	\$ 2,167,360	\$ 374,873

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

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FULL-TIME POSITIONS AUTHORIZED

FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Recommended
2	2	2	2	2

ECONOMIC DEVELOPMENT	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 103,290	\$ 130,503	\$ 130,503	\$ 129,503
Benefits	30,714	32,090	37,090	32,498
Operating	117,758	126,787	130,859	115,987
Capital Outlay	0	8,000	8,000	0
Total	\$ 251,762	\$ 297,380	\$ 306,449	\$ 277,988

11-4920 Economic Development

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 RECOMMEND
SALARIES	\$ 103,290	\$ 124,503	\$ 124,503	\$ 124,380	\$ 124,503	\$ 124,503
SALARIES-PART TIME	-	6,000	6,000	6,000	6,000	-
TRAVEL ALLOWANCE	3,959	-	5,000	5,000	5,000	5,000
FICA 6.2%	6,482	8,091	8,091	8,084	7,719	7,719
LOC. GOV. EMP. RETIREMENT	7,303	8,802	8,802	8,396	9,026	9,026
LGRS PENSION EXPENSE	819	-	-	-	-	-
HOSPITALIZATION-EMPLOYEE	9,859	10,755	10,755	10,885	11,406	11,406
MEDICARE 1.45%	1,516	1,892	1,892	1,891	1,805	1,805
LIFE INSURANCE-EMPLOYEE	46	60	60	52	52	52
WORKERS COMP INSURANCE	695	1,390	1,390	1,175	1,200	1,200
401(K) EMPLOYER CONTRIBUTION	1,549	2,490	2,490	2,488	2,490	2,490
CONTRACT SERVICES	13,119	14,395	14,395	20,000	20,000	20,000
OFFICE SUPPLIES	1,286	1,800	1,800	1,000	1,000	1,000
TRAVEL REIMBURSEMENT	3,574	17,168	12,168	12,168	12,168	12,168
TELEPHONE	1,080	5,036	5,036	5,000	6,540	6,540
POSTAGE	738	1,500	1,500	500	500	300
PRINTING	8,975	10,000	10,000	10,000	10,000	750
MAINT/REPAIR-EQUIPMENT	43	-	-	-	-	-
FREIGHT	75	-	-	-	-	-
ADVERTISING	444	440	440	-	-	-
ADVERTISING/PROMOTIONS	24,947	6,686	6,686	10,021	10,021	10,021
COMPUTER SOFTWARE/SUPPORT	10,529	4,664	4,664	4,500	4,500	1,500
PROFESSIONAL DEVELOPMENT	-	5,000	5,000	4,500	4,500	2,500
DUES & SUBSCRIPTIONS	1,325	3,000	3,000	2,000	2,000	1,200
CAPITAL OUTLAY	-	8,000	8,000	3,000	3,000	-
SKILLS CENTER - RENT	21,708	21,708	21,708	21,708	21,708	21,708
SKILLS CENTER - MAINTENANCE	4,555	14,000	23,069	15,000	15,000	15,000
SKILLS CENTER - UTILITIES	23,846	20,000	20,000	24,000	20,000	22,100
	\$ 251,762	\$ 297,380	\$ 306,449	\$ 301,748	\$ 300,138	\$ 277,988

PLANNING

The Planning Department is comprised of the County Planner, Building Inspections, and Land Records. The county planner 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. Planning Department 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. Land Records staff provides a wide range of services related to property ownership and mapping including: management of the County's cadastral and geographic information system (GIS) mapping programs and databases, interpretation of legal property ownership documents such as wills, deeds, etc. in administering tax listings, producing GIS maps for county agencies and the public, and aid the general public and professional community with inquiries, record reviews, and date requests.

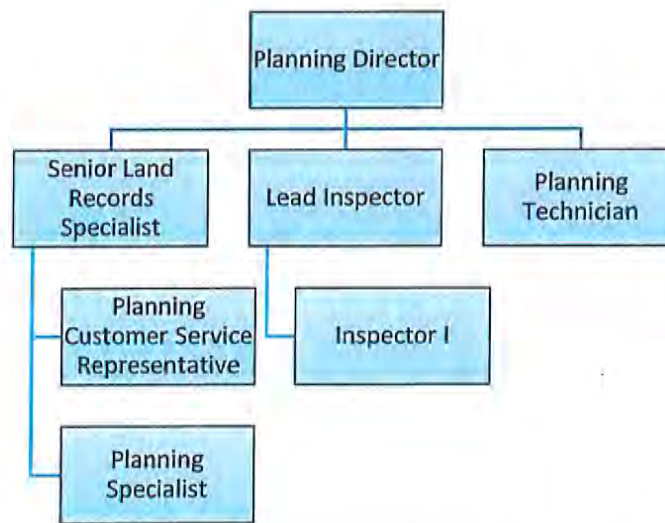
Seth M. Laughlin, Director

220 N. Market Street
Washington, North Carolina 27889

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FULL-TIME POSITIONS AUTHORIZED

FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Recommended
0	0	7	7	7

PLANNING	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 65,000	\$ 306,089	\$ 306,089	\$ 300,804
Benefits	16,165	89,069	89,069	90,939
Operating	371,723	103,692	103,692	69,740
Capital Outlay	0	0	43,700	0
Total	\$ 452,888	\$ 498,850	\$ 542,550	\$ 461,483

4900 Planning

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommend
SALARIES	\$ 65,000	\$ 306,089	\$ 306,089	\$ 300,804	\$ 300,804	\$ 300,804
FICA 6.2%	4,030	18,977	18,977	18,650	18,650	18,650
LOC. GOV. EMP. RETIREMENT	4,596	21,640	21,640	21,808	21,808	21,808
HOSPITALIZATION-EMPLOYEE	5,592	37,700	37,700	39,921	39,921	39,921
MEDICARE 1.45%	943	4,438	4,438	4,362	4,362	4,362
LIFE INSURANCE-EMPLOYEE	29	192	192	182	182	182
WORKERS COMPENSATION INSURANCE	273	4,000	4,000	3,400	4,400	3,400
401(K) EMPLOYER CONTRIBUTION	975	6,122	6,122	6,016	6,016	6,016
PROF SERV MIDEAST PLANNING	30,625	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	16,000	5,000	5,000
911 ADDRESSING CONTRACT	8,500	14,704	14,704	-	-	-
PROFESSIONAL SERVICE-GRANT	1,900	2,000	2,000	-	-	-
UNIFORMS	-	-	-	-	800	800
OFFICE SUPPLIES	953	4,600	4,600	4,800	4,600	4,800
PROFESSIONAL DEVELOPMENT	-	-	-	2,000	5,000	5,000
VEHICLE FUEL	-	-	-	4,200	500	4,200
TELEPHONE	1,358	1,440	1,440	16,640	1,440	16,640
POSTAGE	29	-	-	-	-	-
PRINTING	-	-	-	100	100	100
MAINT/REPAIR-EQUIPMENT	1	-	-	-	-	-
MAINT/REPAIR VEHICLE	-	-	-	1,700	3,000	2,000
ADVERTISING	319	600	600	-	1,500	-
CONTRACT SERVICES	-	-	-	-	-	-
COMPUTER SOFTWARE/WEBSITE TECH SUPPOI	11,835	-	-	11,700	22,100	16,100
LEGAL ADVERTISING	1,624	-	-	600	500	500
EQUIPMENT PURCHASE	5,111	31,158	31,158	3,300	2,000	1,000
DUES & SUBSCRIPTIONS	50	190	190	400	400	200
MID-EAST COMMISSION	40,458	25,000	25,000	30,000	25,000	-
SOUTHERN ALBEMARLE	800	-	-	800	-	-
B.C. ROAD SIGN MAINTENANCE	7,104	20,000	20,000	10,000	10,000	10,000
WASHINGTON AIRPORT DEANNEX	2,483	-	-	-	-	-
ECONOMIC DEVELOPMENT COMMISSION	258,300	-	-	-	-	-
LAND PURCHASE	-	-	43,700	30,000	-	-
	\$ 452,888	\$ 498,850	\$ 542,550	\$ 527,383	\$ 478,083	\$ 461,483

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.

The FY 2016-2017 recommended budget funds the School System at the prior FY 2015-2016 funding level, less the one-time capital appropriation of \$300,000 that was added for Eastern Elementary School, for a total of \$14,733,163. Due to the need for budget flexibility, it is suggested that the Commissioners seek feedback from the School Board on how much of this amount should be allocated to current expense and capital outlay.

Mr. Terry Williams, Chairman of the Board
Dr. Don Phipps, Superintendent

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

Phone: (252) 946-6593

Email: dhipps@beaufort.k12.nc.us

BEAUFORT COUNTY SCHOOL SYSTEM	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Current Expense	\$ 12,669,163	\$ 13,233,163	\$ 13,233,163	
Capital Outlay	1,961,125	1,800,000	1,800,000	
Total	\$ 14,630,288	\$ 15,033,163	\$ 15,033,163	\$ 14,733,163

Beaufort County Board of Education

Proposed Budget

FY 2016-2017

2015-2016 Adopted Local Budget	\$ 14,658,275.18	Supplemental Information
Salary and Benefit Increase	\$ 843,493.00	Total Reduction
Local Supplement Increase	\$ 55,600.00	State/Fed Funded Positions
Reduction of locally funded non-personnel costs	\$ (182,471.00)	in Positions
Reduction of locally funded personnel	<u>\$ (807,897.00)</u>	
14 Teacher Assistants		1 Teacher Assistant
4.5 Instructional personnel		8.5 Instructional Personnel
4 District positions		15 Teacher Assistants
Net Reduction to Local Budget	\$ (91,275.00)	13 Instructional Personnel
<u>Proposed 2016-2017 Local Budget</u>	<u>\$ 14,567,000.18</u>	4 District Positions

2015-2016 County Funding	\$ 13,233,163.00
Requested Increase to County Funding	\$ 1,067,821.18
Total Requested County Funding	<u>\$ 14,300,984.18</u>

Projected Fines and Forfeitures	\$ 266,016.00
Total Requested/Projected Local Funding	<u>\$ 14,567,000.18</u>

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.

Laura Staton, Board of Trustees Chair
Dr. Barbara Tansey, President

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

Phone: (252) 940-6201

Email: Barbara.Tansey@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.

The FY 2016-2017 recommended budget funds the Community College at the prior FY 2015-2016 funding level, less the one-time capital appropriation of \$211,043 that was added for land purchase, for a total of \$3,013,126. Due to the need for budget flexibility, it is suggested that the Commissioners seek feedback from the College on how much of this amount should be allocated to current expense and capital outlay.

COMMUNITY COLLEGE	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Current Expense	\$ 2,270,934	\$ 2,373,126	\$ 2,373,126	
Capital Outlay	605,578	640,000	851,043	
Total	\$ 2,876,512	\$ 3,013,126	\$ 3,224,169	\$ 3,013,126



Summary with Prior Year Approvals:

Year	Current	Capital	Total	Variance	Percent Change
2013-2014	\$2,232,403	\$257,000	\$2,489,403	\$169,173	7.3%
2014-2015	\$2,270,934	\$605,578	\$2,876,512	\$387,109	15.6%
2015-2016	\$2,373,126	\$640,000	\$3,013,126	\$136,614	4.7%
2016-2017	\$2,592,200	\$723,000	\$3,315,200	\$302,074	10.0%

- We are requesting a (10.0%) increase or \$302,074 more than our previous year's approved budget.
- The increase is associated with both our Current (\$219,074) and Capital (\$83,000) budget.
- A more detailed breakdown of this projection is shown on the next few 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

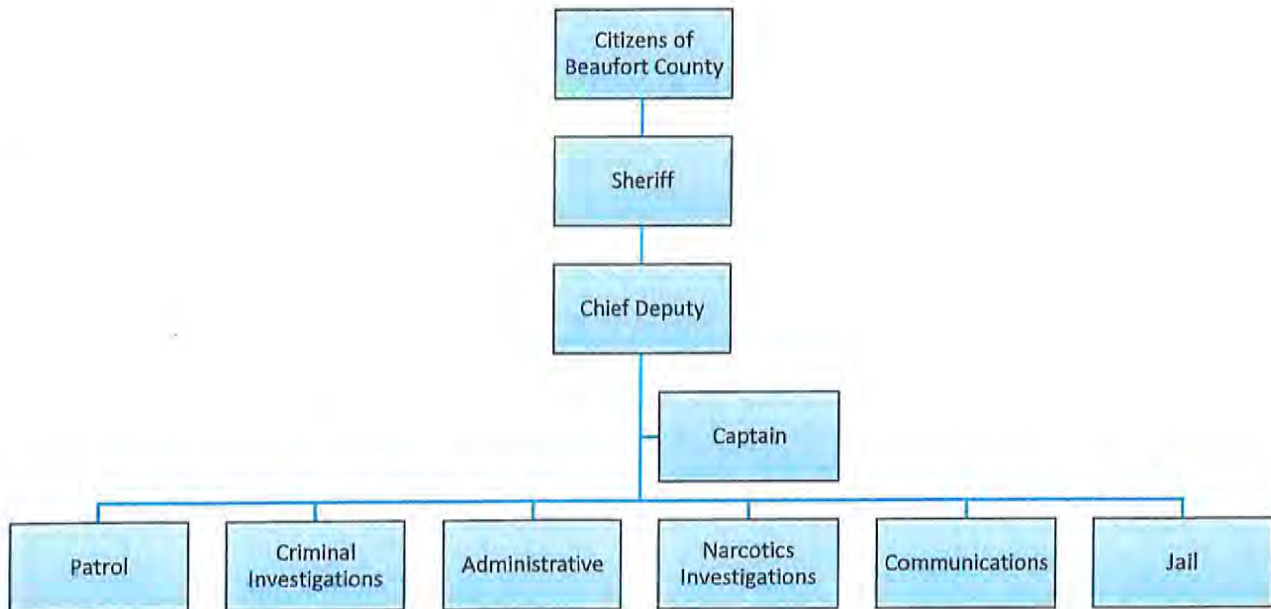
Beaufort County Sheriff's Office
 210 North Market St.
 Washington, North Carolina 27889

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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Rec.
86	86	90	92	97

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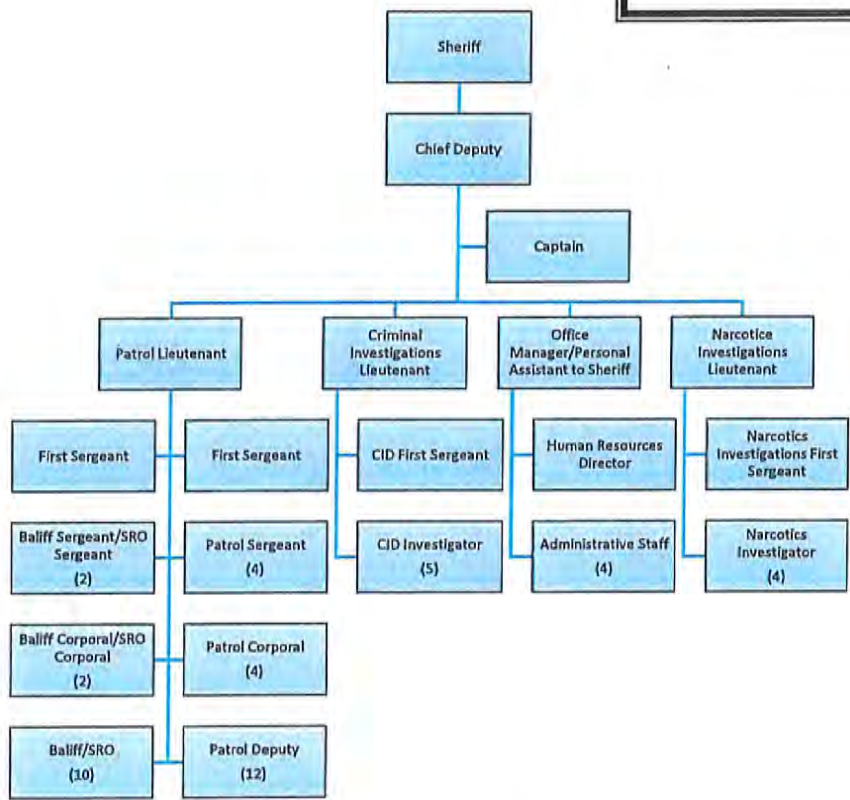
SHERIFF'S OFFICE – ADMINISTRATIVE AND OPERATIONS

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 Narcotics) 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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Rec.
53	53	57	59	59

SHERIFF'S OFFICE	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 2,629,300	\$ 2,464,174	\$ 2,464,174	\$ 2,796,110
Benefits	805,475	790,985	790,985	923,517
Operating	848,735	1,039,145	984,145	1,041,804
Capital Outlay	326,564	333,880	383,095	360,000
Total	\$ 4,610,074	\$ 4,628,184	\$ 4,622,399	\$ 5,121,431

4310 Sheriff - Administrative and Operations

Account-Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommend
SALARIES	\$ 2,284,278	\$ 2,146,174	\$ 2,146,174	\$ 2,366,215	\$ 2,480,360	\$ 2,480,360
SALARIES-OVERTIME	200,438	213,000	213,000	250,000	200,000	200,000
FITNESS INCENTIVE	19,764	22,000	22,000	14,000	20,000	20,000
SALARIES-PART TIME	44,038	35,000	35,000	35,000	35,000	35,000
LEO SEPARATION ALLOWANCE	100,546	70,000	70,000	105,000	80,750	80,750
401(K) 5% LEO EMPLR SUPP. RET.	113,646	108,915	108,915	122,265	123,017	123,017
FICA 6.2%	155,563	149,189	149,189	170,885	173,359	173,359
LOC. GOV. EMP. RETIREMENT	14,941	10,315	10,315	12,945	15,952	15,952
RETIREMENT-LEO 4.78% LOC. GOV.	168,145	161,413	161,413	174,835	196,827	196,827
HOSPITALIZATION-EMPLOYEE	292,577	301,130	301,130	314,665	347,883	347,883
MEDICARE 1.45%	36,382	34,167	34,167	39,965	40,544	40,544
LIFE INSURANCE-EMPLOYEE	1,405	1,700	1,700	1,470	1,534	1,534
WORKERS COMPENSATION INSURANCE	113,790	137,500	137,500	120,000	120,000	120,000
401(K) EMPLOYER CONTRIBUTION	3,052	2,156	2,156	3,796	4,401	4,401
ELECTRONIC HOUSE ARREST	29,431	20,000	20,000	28,000	30,000	30,000
UNIFORMS	64,757	70,000	80,000	80,000	70,000	70,000
VEHICLE TAGS (RENEW/REPLACE)	132	126	126	126	150	150
OFFICE SUPPLIES	12,799	12,800	12,800	12,000	10,500	10,500
LAW ENFORCEMENT SUPPLIES	43,008	40,862	40,862	40,000	48,000	48,000
EMPLOYEE DEVELOPMENT	14,856	23,000	23,000	20,500	32,000	32,000
TRAVEL-FUEL	127,283	168,000	103,000	75,000	75,000	75,000
TELEPHONE	49,140	60,000	60,000	50,000	55,000	55,000
POSTAGE	3,608	4,000	4,000	3,000	3,500	3,500
PRINTING	2,060	1,550	1,550	1,200	1,000	1,000
MAINT/REPAIR-EQUIPMENT	3,526	3,200	3,200	2,500	2,500	2,500
MAINT/REPAIR-VEHICLE	173,955	155,000	155,000	190,000	150,000	150,000
FREIGHT	18	1,000	1,000	400	-	-
ADVERTISING	2,319	2,000	2,000	250	1,000	1,000
K-9	-	-	-	-	2,860	2,860
EDUCATION/PROMOTION	-	-	-	-	4,450	4,450
BENVOLENT DONATIONS	1,374	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	17,832	90,817	90,817	80,000	100,000	100,000
TRAINING/SCHOOL COSTS	15,325	20,151	20,151	15,000	-	-
LAW ENFORCEMENT INFORMATION	43,125	70,000	70,000	80,000	75,000	75,000
EQUIPMENT PURCHASE	28,920	55,000	55,000	45,000	135,000	135,000
STORAGE RENT	13,775	13,872	13,872	13,800	27,000	27,000
GUN STORAGE	-	2,000	2,000	-	-	-
RENTAL EQUIPMENT	24,826	29,675	29,675	22,000	33,000	33,000
CONTRACTS-MAINTENANCE	62,153	56,252	56,252	62,000	62,000	62,000
DUES & SUBSCRIPTIONS	723	2,340	2,340	2,000	3,844	3,844
CAPITAL OUTLAY - EQUIPMENT	79,308	-	-	-	-	-
CAPITAL OUTLAY-VEHICLES	247,256	333,880	383,095	350,000	360,000	360,000
	\$ 4,610,074	\$ 4,628,184	\$ 4,622,399	\$ 4,903,817	\$ 5,121,431	\$ 5,121,431

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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Rec.
21	21	21	20	20

JAIL	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 703,931	\$ 683,460	\$ 703,460	\$ 791,106
Benefits	213,672	207,847	207,847	258,114
Operating	709,427	979,979	856,764	812,870
Capital Outlay	0	51,265	131,265	0
Total	\$ 1,627,030	\$ 1,922,551	\$ 1,899,336	\$ 1,862,090

4320 Sheriff - Jail

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Request	16/17 Recommended
SALARIES	\$ 671,958	\$ 648,460	\$ 648,460	\$ 730,000	\$ 731,106	\$ 731,106
SALARIES-OVERTIME	31,973	35,000	55,000	60,000	35,000	35,000
PAT-TIME SALARIES					25,000	25,000
FITNESS INCENTIVE	-	4,000	4,000	2,500	7,000	7,000
401(K) 5% LEO EMPLR SUPP. RET.	1,269	-	-	-	-	-
FICA 6.2%	41,771	40,774	40,774	48,980	48,429	48,429
LOC. GOV. EMP. RETIREMENT	47,973	43,252	43,252	45,110	57,336	57,336
RETIREMENT-LEO 4.78% LOC. GOV.	1,876	-	-	-	-	-
HOSPITALIZATION-EMPLOYEE	101,864	96,800	96,800	107,590	119,763	119,763
MEDICARE 1.45%	9,769	9,536	9,536	11,455	11,326	11,326
LIFE INSURANCE-EMPLOYEE	478	512	512	495	520	520
WORKERS COMPENSATION INSURANCE	44,209	45,000	45,000	38,500	40,000	40,000
401(K) EMPLOYER CONTRIBUTION	8,672	12,973	12,973	11,745	13,740	13,740
PROFESSIONAL SERVICE-MEDICAL	197,464	300,000	266,785	260,000	260,000	260,000
JANITORIAL SUPPLIES	59,710	60,000	60,000	48,500	48,000	48,000
UNIFORMS	7,754	11,180	11,180	10,000	12,000	12,000
INMATE MEALS	257,679	260,000	260,000	240,000	236,520	236,520
SUPPLIES	15,587	20,000	20,000	19,000	15,000	15,000
PROFESSIONAL DEVELOPMENT	3,888	10,000	10,000	2,500	13,000	13,000
TELEPHONE	1,544	3,080	3,080	2,000	1,600	1,600
POSTAGE-INMATE	1,121	700	700	700	700	700
PRINTING	733	4,179	4,179	1,000	-	-
MAINT/REPAIR-JAIL	33,427	20,000	20,000	20,000	10,000	10,000
MAINT/REPAIR-EQUIPMENT	1,109	24,100	24,100	10,000	15,000	15,000
TRAINING/SCHOOL COSTS	2,633	7,000	7,000	3,500	-	-
EQUIPMENT PURCHASE	2,947	13,000	13,000	12,600	9,000	9,000
RENTAL EQUIPMENT	1,395	1,440	1,440	1,200	-	-
CONTRACT SERVICES					1,750	1,750
DUES & SUBSCRIPTIONS	96	300	300	150	300	300
CAPITAL OUTLAY-EQUIPMENT	-	51,265	131,265	132,000	-	-
INMATE SAFEKEEPING	78,131	200,000	110,000	100,000	150,000	150,000
	\$ 1,627,030	\$ 1,922,551	\$ 1,899,336	\$ 1,919,525	\$ 1,862,090	\$ 1,862,090

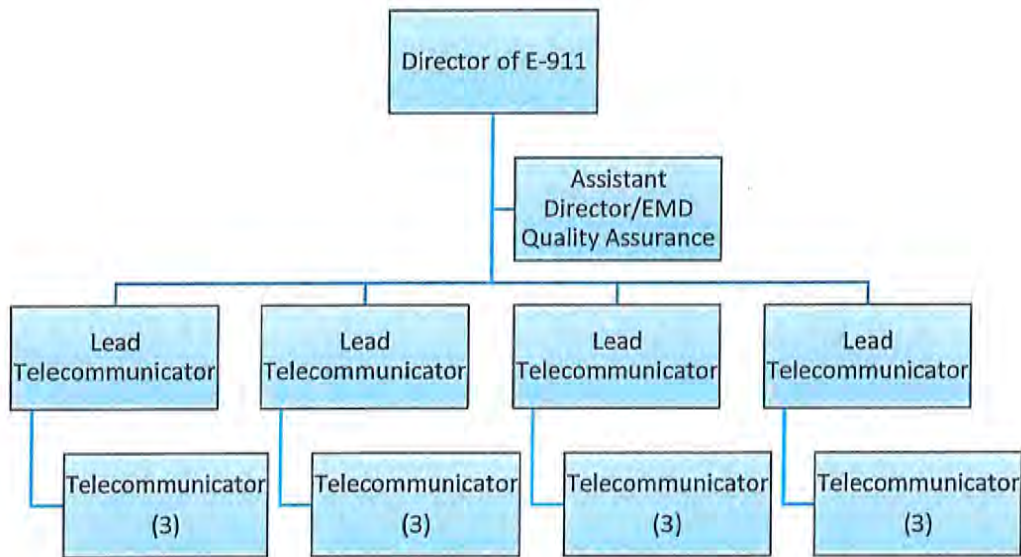
SHERIFF'S OFFICE - COMMUNICATIONS

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 Center also provides emergency medical dispatch (EMD). EMD is a systematic program of handling medical calls. Trained telecommunicators, using approved EMD protocols, quickly and properly determine the nature and priority of the call, dispatch the appropriate response, then give the caller instructions to help treat the patient until the responding EMS unit arrives. 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, Chocowinity Police and Aurora 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
 Vic Williams, 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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Rec.
12	12	12	13	18

COMMUNICATIONS	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 483,262	\$ 536,164	\$ 601,164	\$ 795,938
Benefits	138,317	150,958	150,958	228,762
Operating	27,060	57,377	57,377	143,800
Capital Outlay	0	0	0	0
Total	\$ 648,639	\$ 744,499	\$ 809,499	\$ 1,168,500

4325 Sheriff - Communications

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommend
SALARIES	\$ 398,521	\$ 446,164	\$ 446,164	\$ 490,308	\$ 645,938	\$ 645,938
SALARIES-OVERTIME	82,366	80,000	145,000	150,000	125,000	125,000
SALARIES-PART TIME	2,375	10,000	10,000	15,000	25,000	25,000
FICA 6.2%	28,504	27,662	27,662	40,630	50,899	49,348
LOC. GOV. EMP. RETIREMENT	33,999	29,759	29,759	42,835	46,831	46,831
HOSPITALIZATION-EMPLOYEE	62,737	75,300	75,300	75,100	102,654	102,654
MEDICARE 1.45%	6,666	6,469	6,469	9,500	11,904	11,542
LIFE INSURANCE-EMPLOYEE	285	345	345	353	468	468
WORKERS COMPENSATION INSURANCE	1,729	2,360	2,360	2,000	3,000	3,000
401(K) EMPLOYER CONTRIBUTION	5,710	8,923	8,923	12,150	12,919	12,919
ENGINEERING	-	1,500	1,500	-	-	-
UNIFORMS	6,227	5,720	5,720	2,000	10,000	10,000
OFFICE SUPPLIES	1,478	3,800	3,800	2,500	5,000	5,000
PROFESSIONAL DEVELOPMENT	1,725	2,200	2,200	5,000	20,500	20,500
TELEPHONE	5,918	12,500	12,500	7,000	8,800	8,800
MAINT/REPAIR-EQUIPMENT	460	1,000	1,000	-	5,000	5,000
FREIGHT	-	100	100	-	-	-
DUES & SUBSCRIPTIONS	-	-	-	-	5,500	5,500
TRAINING/SCHOOL COSTS	2,712	3,420	3,420	2,000	-	-
FITNESS INCENTIVE	416	2,500	2,500	500	5,000	5,000
RENTAL EQUIPMENT	3,585	6,717	6,717	5,000	-	-
CONTRACT SERVICES	3,226	18,060	18,060	34,000	86,000	86,000
	\$ 648,639	\$ 744,499	\$ 809,499	895,876	1,170,413	\$ 1,168,500

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.

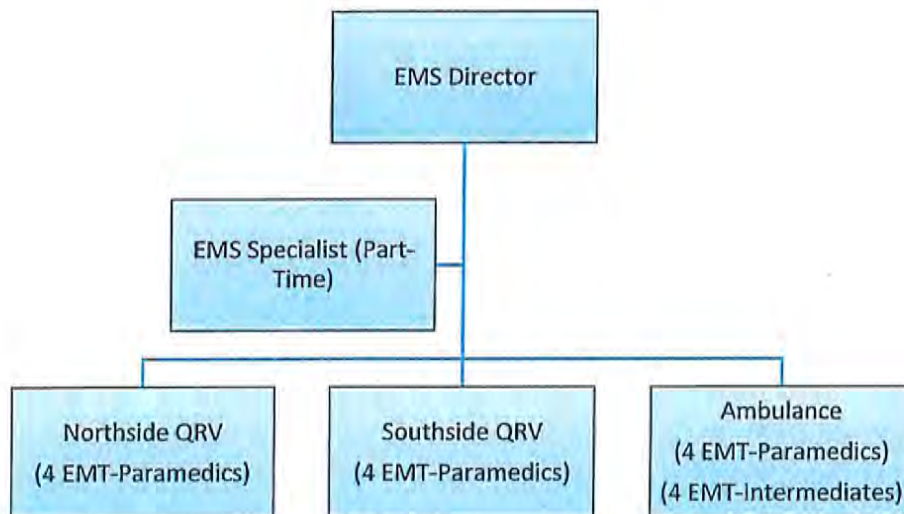
John Flemming, EMS Director

1420 Highland Dr.
Washington, North Carolina 27889

Phone: (252) 940-6519

Fax: (252) 975-6802

Email: john.flemming@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Recommended
0	0	1	17	17

EMS	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 10,476	\$ 64,110	\$ 417,335	\$ 719,432
Benefits	2,596	15,880	163,020	217,350
Operating	264	20,000	124,303	222,900
Capital Outlay	0	34,500	235,476	7,500
Total	\$ 13,336	\$ 134,490	\$ 940,134	\$ 1,167,182

4390 Emergency Medical Services

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommend
SALARIES	\$ 10,476	\$ 64,110	\$ 319,950	\$ 290,000	\$ 559,432	\$ 559,432
SALARIES-OVERTIME	-	-	64,575	64,000	130,000	130,000
SALARIES-PART TIME	-	-	32,810	45,000	30,000	30,000
FICA 6.2%	648	3,975	25,875	45,295	45,535	45,535
LOC. GOV. EMP. RETIREMENT	741	4,276	28,119	52,966	49,984	49,984
HOSPITALIZATION-EMPLOYEE	896	5,377	94,604	102,654	96,951	96,951
MEDICARE 1.45%	152	930	6,052	10,593	10,649	10,649
LIFE INSURANCE-EMPLOYEE	2	40	680	468	442	442
WORKERS COMPENSATION INSURANCE	-	3,000	25,871	5,075	60,000	60,000
401(K) EMPLOYER CONTRIBUTION	157	1,282	7,690	14,611	13,789	13,789
PROFESSIONAL SERVICES	-	-	10,000	30,000	10,000	10,000
UNIFORMS	-	800	6,832	2,500	3,500	2,500
MEDICAL SUPPLIES	-	-	25,000	45,000	45,000	45,000
OFFICE SUPPLIES	-	7,500	12,500	8,000	8,000	4,000
PROFESSIONAL DEVELOPMENT	-	4,500	4,000	8,000	8,000	8,000
FUEL	-	-	9,500	5,500	5,500	5,500
TELEPHONE	60	2,400	5,280	4,500	4,500	4,500
POSTAGE	-	-	-	300	100	-
UTILITIES	-	-	-	7,200	7,200	7,200
MAINT/REPAIR-BUILDINGS	-	-	2,700	2,700	-	-
MAINT/REPAIR-EQUIPMENT	-	500	500	5,000	5,000	3,000
MAINT/REPAIR-VEHICLE	-	1,000	1,000	5,000	5,000	3,000
COMPUTER SOFTWARE/SUPPORT	204	-	1,320	3,500	3,500	1,500
TEMPORARY EMP.SERVICES	-	-	5,000	5,000	-	-
CONTRACT SERVICES	-	-	2,000	-	-	-
EQUIPMENT LEASE	-	-	-	-	49,200	49,200
EQUIPMENT PURCHASE	-	-	2,500	7,500	7,500	-
FACILITY RENTAL	-	-	5,000	19,200	19,200	19,200
DUES & SUBSCRIPTIONS	-	300	5,300	300	300	300
CAPITAL OUTLAY-EQUIPMENT	-	6,500	27,476	49,200	7,500	7,500
CAPITAL OUTLAY-VEHICLES	-	28,000	208,000	-	-	-
	\$ 13,336	\$ 134,490	\$ 940,134	\$ 839,062	\$ 1,185,782	\$ 1,167,182

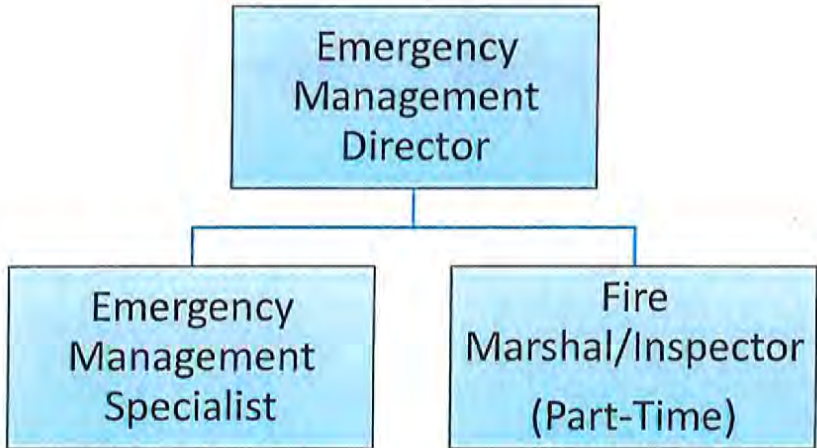
EMERGENCY MANAGEMENT

In accordance with NC GS 166A-19.15, the Emergency Management Director performs administrative and advisory work in coordinating and directing the County's emergency management program. The Director 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.

John Pack, EM Director
 Lisa Williams, EM Specialist
 Curtis Avery, Fire Marshal/Inspector

Beaufort County Emergency Management
 1420 Highland Drive
 Washington, NC 27889

Phone: 252-946-2046
 Email: john.pack@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Recommended
1	2	2	2	2

EMERGENCY MANAGEMENT	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 109,762	\$ 109,353	\$ 109,353	\$ 115,153
Benefits	25,255	39,916	39,916	30,414
Operating	73,691	91,220	131,220	69,850
Capital Outlay	27,054	56,900	56,900	8,200
Total	\$ 235,762	\$ 297,389	\$ 337,389	\$ 223,617

4330 Emergency Management

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Request	16/17 Recommended
SALARIES	\$ 109,762	\$ 109,353	\$ 109,353	\$ 115,000	\$ 82,732	\$ 82,732
OVERTIME	-	-	-	2,000	-	2,000
PART-TIME SALARIES	-	-	-	-	30,421	30,421
FICA 6.2%	5,968	6,780	6,780	7,130	7,015	7,015
LOC. GOV. EMP. RETIREMENT	5,820	7,731	7,731	7,765	8,073	8,073
HOSPITALIZATION-EMPLOYEE	10,755	21,550	21,550	10,975	11,406	11,406
MEDICARE 1.45%	1,395	1,586	1,586	1,670	1,615	1,615
LIFE INSURANCE-EMPLOYEE	82	82	82	80	78	78
WORKERS COMPENSATION INSURANCE	4,663	6,350	6,350	5,370	5,500	5,500
401(K) EMPLOYER CONTRIBUTION	1,235	2,187	2,187	1,690	2,227	2,227
OFFICE SUPPLIES	3,706	3,450	3,450	3,450	3,450	3,450
PROFESSIONAL DEVELOPMENT	2,363	5,500	5,500	4,100	5,500	3,500
VEHICLE FUEL	3,910	4,300	4,300	4,000	4,300	4,300
TELEPHONE	14,984	15,600	15,600	15,600	15,600	5,100
POSTAGE	581	500	500	500	500	-
PRINTING	2,866	2,500	2,500	2,500	2,500	1,000
MAINT/REPAIR-BUILDINGS	-	3,600	3,600	3,600	3,600	200
MAINT/REPAIR-EQUIPMENT	21,786	20,000	20,000	10,000	1,500	10,000
MAINT/REPAIR-VEHICLE	2,179	4,000	4,000	4,000	4,000	2,500
FREIGHT	327	340	340	-	340	-
ADVERTISING	1,163	1,200	1,200	1,200	1,200	-
COMPUTER SOFTWARE/SUPPORT	5,410	10,000	10,000	10,000	10,000	6,800
TEMPORARY EMP. SERVICES	-	3,000	3,000	3,000	3,000	3,000
CONTRACT SERVICES	-	-	-	-	-	13,500
FEMA APPLICATIONS	-	-	-	-	-	1,200
EQUIPMENT PURCHASE	9,644	10,500	10,500	10,500	10,500	8,000
EQUIPMENT PURCHASE - GRANT	-	-	40,000	40,000	-	-
DUES & SUBSCRIPTIONS	109	380	380	1,500	415	1,800
CAPITAL OUTLAY-EQUIPMENT	-	18,400	18,400	18,400	18,400	8,200
CAPITAL OUTLAY-VEHICLES	27,054	38,500	38,500	41,108	-	-
	\$ 235,762	\$ 297,389	\$ 337,389	\$ 325,138	\$ 235,872	\$ 223,617

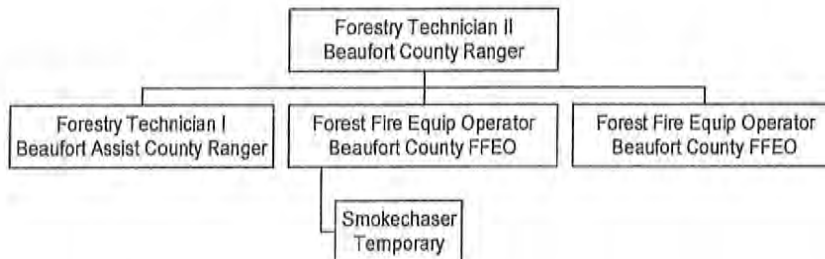
FORESTRY ADMINISTRATION

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
Fax: (252) 964-8644
Email: jim.linson@ncagr.gov



FULL-TIME POSITIONS AUTHORIZED

FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
4	4	4	4	4

FORESTRY	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Benefits	0	0	0	0
Operating	103,615	148,672	148,672	151,715
Capital Outlay	0	0	0	0
Total	\$ 103,615	\$ 148,672	\$ 148,672	\$ 151,715

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.

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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:

- **City of Washington EMS Contract** – The County has a contract with the City of Washington to provide paramedic level emergency medical services (EMS) in the Old Ford Fire District and Clark's Neck Fire District. The contract began on July 1, 2015 and ends June 30, 2017. The cost of the contract for July 1, 2016 – June 30, 2017 is \$154,172. Revenues from the EMS tax levied in the E02 rescue service district and the County general fund help pay the cost of providing the service. The City of Washington also bills for EMS services provided and keeps those revenues. It is recommended in the FY 16-17 budget that the existing EMS tax of \$0.04 in the E02 rescue district be increased to \$0.045 to cover the total cost of the service.
- **White Oak Ambulance Service** – The County has a contract with White Oak Ambulance Service to provide paramedic level emergency medical services (EMS) in the Pantego/Belhaven EMS district. In FY 15-16, White Oak provided two ambulances (one paramedic level and one intermediate level) in the district. Revenues from the EMS tax levied in the E09 rescue service district, the Town of Belhaven and the County general fund pay the cost of providing the service. It is recommended in the FY 16-17 budget that White Oak provide one paramedic level ambulance at a cost of \$350,000 per year. The County operated paramedic level ambulance located in Bath and the paramedic level Quick Response Vehicle (QRV) will back up the area for additional calls if needed.
- **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.

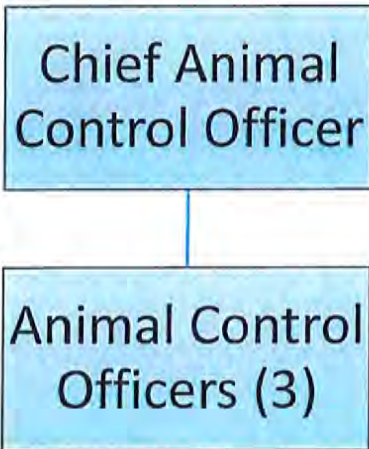
OTHER EMERGENCY SERVICES	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
City of Washington	\$ 137,048	\$ 151,149	\$ 151,149	\$ 154,172
White Oak Ambulance	488,000	0	0	350,000
Sidney Dive Team	10,000	10,000	10,000	10,000
VFD Fire Safety House	3,500	3,500	3,500	3,500
Medical Examiner	35,300	33,400	33,400	34,000
Total	\$ 673,848	\$ 198,049	\$ 198,049	\$ 551,672

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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.

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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17 Recommended
4	4	4	4	4

ANIMAL CONTROL	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 161,753	\$ 179,057	\$ 197,617	\$ 161,858
Benefits	40,434	36,547	36,547	49,113
Operating	107,195	171,636	171,636	104,700
Capital Outlay	0	0	0	0
Total	\$ 309,382	\$ 387,240	\$ 405,800	\$ 315,671

4380 Animal Control

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommend
SALARIES	\$ 110,484	\$ 140,497	\$ 140,497	\$ 104,000	\$ 126,358	\$ 126,358
SALARIES-OVERTIME	22,183	28,560	28,560	23,000	23,000	23,000
SALARIES-PART TIME	29,086	10,000	28,560	28,000	12,500	12,500
FICA 6.2%	9,827	5,527	5,527	9,610	9,260	10,035
LOC. GOV. EMP. RETIREMENT	9,347	6,303	6,303	10,463	10,828	10,828
HOSPITALIZATION-EMPLOYEE	17,029	21,511	21,511	19,400	22,812	22,812
MEDICARE 1.45%	2,298	1,293	1,293	2,248	2,166	2,347
LIFE INSURANCE-EMPLOYEE	84	130	130	100	104	104
WORKERS COMPENSATION INSURANCE	2,034	2,766	2,766	2,340	4,000	4,000
401(K) EMPLOYER CONTRIBUTION	1,849	1,783	1,783	2,500	2,987	2,987
PROFESSIONAL SERVICE-VETERINAR	116	1,500	1,500	500	1,500	500
SHELTER KENNEL CARE SUPPLIES	7,159	13,400	13,400	5,000	8,000	7,000
UNIFORMS	3,151	4,000	4,000	2,500	3,000	2,500
MEDICAL SUPPLIES	15,050	13,000	18,000	17,000	18,000	17,000
OFFICE SUPPLIES	5,802	4,000	4,000	2,500	4,000	3,000
EMPLOYEE DEVELOPMENT	1,294	4,000	4,000	2,500	4,000	4,000
TRAVEL-FUEL	9,051	14,000	14,000	8,000	13,000	9,000
TELEPHONE	7,331	9,800	9,800	9,500	7,500	7,000
POSTAGE	122	150	150	200	200	-
UTILITIES-ANIMAL CONTROL	32,955	38,000	38,000	25,000	30,000	26,000
MAINT/REPAIR-BUILDINGS	6,667	40,000	35,000	19,000	10,000	8,000
MAINT/REPAIR-EQUIPMENT	2,327	3,000	3,000	1,500	2,500	500
MAINT/REPAIR-VEHICLE	1,163	3,000	3,000	2,700	3,000	3,000
ADVERTISING	-	100	100	150	350	100
COMPUTER SOFTWARE/SUPPORT	988	6,400	6,400	2,000	5,000	1,000
LEGAL ADVERTISING	1280	-	-	-	-	-
CONTRACT SERVICES	-	-	-	-	-	2,800
EQUIPMENT PURCHASE	5,986	9,000	9,000	3,000	33,000	5,000
DUMPSTER RENTAL	3,646	3,720	3,720	2,800	3,500	3,800
RENTAL EQUIPMENT	1,073	1,800	1,800	1,800	2,000	500
	\$ 309,382	\$ 387,240	\$ 405,800	\$ 307,311	\$ 362,565	\$ 315,671

SPECIAL REVENUES

Special Revenue Fund- 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 appropriated 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 2018 reappraisal cost is estimated at a total price of \$1,064,900. The current balance in the reserve fund is \$897,000. A contribution of \$149,500 is recommended for FY 16/17, leaving a final allocation of \$18,400 in FY 17/18.
- Industrial Recruitment Fund – This fund is used to account for funds associated with the recruitment of industries to Beaufort County. Appropriations are made as recruitment opportunities arise.

SPECIAL REVENUES	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
E-911 Surcharge	\$ 187,867	\$ 211,232	\$ 211,232	\$ 156,668
E-911 State Grant	0	0	0	1,005,615
E-911 FB Appropriated	107,337	581,768	581,768	575,000
E-911 Total Revenues	\$ 295,240	\$ 793,000	\$ 793,000	\$ 1,737,283
Unauthorized Substance Tax	23,926	0	2,874	7,500
Miscellaneous Income	11,943	0	4,338	8,000
Appropriated Fund Balance	0	0	2,588	0
Seized Funds Total Revenue	\$ 35,869	\$ 0	\$ 9,800	\$ 15,500
Richlands Fire/Rescue Tax	593,959	600,200	600,200	600,000
Chocowinity Fire Tax	234,215	204,700	204,700	240,000
Northside Fire Tax	693,577	721,400	725,400	700,000
Total Fire Tax	\$ 1,521,751	\$ 1,526,300	\$ 1,530,300	\$ 1,540,000
EMS Tax Pamlico Beach	\$ 32,869	\$ 34,746	\$ 34,746	\$ 35,000
EMS Tax Bath Comm.	76,693	81,073	81,073	82,000
EMS Washington Township	147,344	146,706	146,706	157,000
EMS Choco Municipal	22,617	20,780	20,780	24,000
EMS Chocowinity Township	252,819	245,084	245,084	255,000
EMS Blount's Creek	55,496	61,272	61,272	60,000
EMS Broad Creek	228,439	225,035	225,035	230,000
EMS Pinetown	69,007	67,980	67,980	70,000
EMS Pantego Township	140,743	142,870	142,870	139,000
Total EMS Tax	\$ 1,026,027	\$ 1,025,546	\$ 1,025,546	\$ 1,052,000
Revaluation Fund	\$ 747,500	\$ 149,500	\$ 149,500	\$ 149,500

SPECIAL REVENUE EXPENDITURES	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Training	\$ 5,170	\$ 0	\$ 0	\$ 0
E-911 Services	87,389	0	0	52,500
Telephone	63,376	0	0	60,208
Software Maintenance	14,704	0	0	114,193
Hardware Maintenance	5,479	0	0	1,510,382
Capital	4,592	793,000	793,000	0
E-911 Total Exp.	\$ 180,710	\$ 793,000	\$ 793,000	\$ 1,737,283
Seized Funds – Equipment	5,229	0	9,800	15,500
Transfer to General Fund	5,000	0	0	0
Seized Funds Total Exp.	\$ 10,229	\$ 0	\$ 9,800	\$ 15,500
Richlands Fire/Rescue Tax	593,959	600,200	600,200	600,000
Chocowinity Fire Tax	234,215	204,700	204,700	240,000
Northside Fire Tax	693,577	721,400	725,400	700,000
Total Fire Tax	\$ 1,521,751	\$ 1,526,300	\$ 1,530,300	\$ 1,540,000
EMS Tax Pamlico Beach	32,869	34,746	34,746	35,000
EMS Tax Bath Comm.	76,693	81,073	81,073	82,000
EMS Washington Township	147,344	146,706	146,706	157,000
EMS Choco Municipal	22,617	20,780	20,780	24,000
EMS Chocowinity Township	252,819	245,084	245,084	255,000
EMS Blount's Creek	55,496	61,272	61,272	60,000
EMS Broad Creek	228,439	225,035	225,035	230,000
EMS Pinetown	69,007	67,980	67,980	70,000
EMS Pantego Township to GF	140,743	142,870	142,870	139,000
Total EMS Tax	\$ 1,026,027	\$ 1,025,546	\$ 1,025,546	\$ 1,052,000

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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.

2016-2017 Budget Request
E911

Account #	Explanation or Detail For Budget Line Items 294325	Line Item Amount	Total for Line Item	Previous Budget Year	2016-2017 Request
	Priority Dispatch National Q Service	\$25,000			
.519500	CCS Cleaning & Maintenance Contract	\$5,200			
Implemental Funct.	ANI/ALI Maintenance Contract	\$52,500	\$57,700	\$57,350	\$52,500
.532100 Telephone	Phone lines and long distance (975-7551, 943-2251, 946-8090, 975-2052, 948-8090)	\$58,000			
	Wireless 911 Fee	\$2,208	\$60,208	\$80,080	\$60,208
.535200 Hardware Maintenance	Gately Communications Addition	\$28,513			
	Gately Motorola MCC5500 4 Position	\$282,353			
	Gately Airbus Vesta 911 Call Processing System	\$200,000			
	EIS Data Systems Computer for New Console	\$2,278			
	EIS Date System 27" Monitors for Additional Space	\$1,913			
	MarketSpace Solutions 5 Swing Arms for 27" Monitors	\$1,116			
	Carolina Recording Systems	\$44,530			
	EIS Data Systems HP ProLiant DL360 Gen9 Server Spillman	\$1,989			
	EIS Data Systems Windows Server Configuration & Licensing	\$676			
	Spillman Unix to Windows Server Migration	\$5,236			
	ESI Upgrade Primary PSAP to Conform with Back Up PSAP	\$941,778	\$1,510,382	\$0	\$1,510,382
.538000 Software Maintenance	Emergency Fire Dispatch (EFD)	\$75,870			
	Spillman ProQA Fire Interface	\$5,662			
	Spillman Maintenance	\$11,290			
	Spillman Server UNIX to Windows	\$7,183			
	Sungard Contract	\$14,188	\$114,193	\$10,469	\$114,193
.539500 Training		\$0	\$0	\$0	\$0
.540000 Furniture		\$0	\$0	\$0	\$0
	Totals		\$1,742,483.00	\$147,899.00	\$1,737,283.00

WATER

The Beaufort County Water Department (BCWD) consists of seven independent water districts. These Districts were formed at different times with the first created in 1989. Each District is a separate legal entity; however they are all governed by the Beaufort County Board of Commissioners. The water districts currently serve approximately 12,000 customers. On the north side of the river, the majority of the water is purchased from the City of Washington. On the south side of the river, BCWD operates two water treatment plants.

While each district must have a separate budget, day to day operations are managed as one business unit. The salaries, utility costs, vehicles costs, and other operational costs are divided among the seven districts based on customer allocation.

Christina Smith, Public Works Director
 Erick Jennings, Water Systems Manager
 Sharon Rose, Fiscal Utilities Manager

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Sharon.rose@co.beaufort.nc.us

In the past few years, BCWD has concentrated on repairing and maintaining existing equipment. Much time and effort has been invested into identifying, reviewing, and documenting the System's strengths and weaknesses. It is BCWD's goal to establish procedures and systems that will improve the overall operation of the System.

As previously presented, the debt service for the seven water districts increases greatly each year from 2015 to 2018. The debt service from FY 2016 to FY 2017 increases by \$364,449. In order to service the debt and meet other financial obligations of the water districts, a 3% rate adjustment is recommended as part of the FY 16/17 budget.

FULL-TIME POSITIONS AUTHORIZED

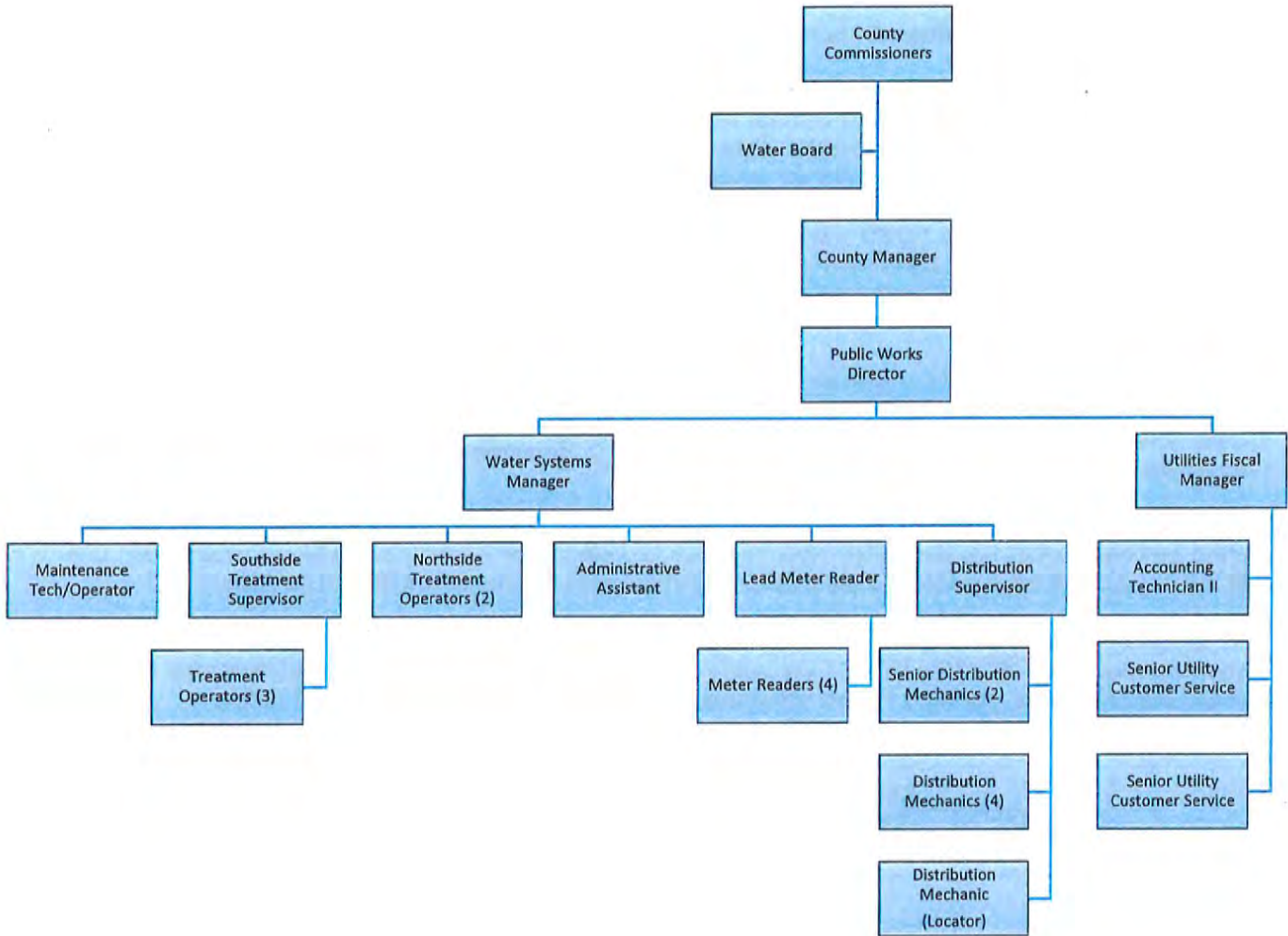
FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
25.6	25.6	25.6	27.6	27.6

WATER REVENUES

	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Water District I	\$ 781,290	\$ 733,059	\$ 741,545	\$ 844,137
Water District II	869,025	966,757	979,471	948,763
Water District III	992,120	1,033,298	1,046,113	1,092,691
Water District IV	1,097,473	1,136,294	1,149,492	1,201,295
Water District V	490,706	543,652	549,354	532,340
Water District VI	1,212,045	1,280,216	1,295,878	1,304,804
Water District VII	650,260	692,778	702,201	671,490
Total	\$ 6,092,919	\$ 6,386,054	\$ 6,464,054	\$ 6,595,520

WATER EXPENSES

	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 862,725	\$ 988,917	\$ 988,917	\$ 982,085
Benefits	226,280	318,808	318,808	329,154
Operating	2,585,729	2,268,073	2,268,073	2,307,310
Debt Service	1,479,617	1,925,022	1,925,022	2,289,471
Fund Balance Reserve	1,188,345	663,234	663,234	572,000
Capital Outlay	0	222,000	300,000	115,500
Total	\$ 6,342,696	\$ 6,386,054	\$ 6,464,054	\$ 6,595,520



BEAUFORT COUNTY WATER DISTRICTS
ADDITIONAL FY2017 BUDGET INFORMATION

Debt Payment Summary

Year	District I	District II	District III	District IV	District V	District VI	District VII	Total	Increase
2015	\$ 190,262.75	\$ 138,150.00	\$ 204,323.63	\$ 279,450.00	\$ 165,050.74	\$ 544,731.26	\$ 194,175.00	\$ 1,716,143.38	\$ -
2016	\$ 245,262.50	\$ 153,150.00	\$ 207,683.87	\$ 294,350.00	\$ 179,014.70	\$ 641,431.26	\$ 204,175.00	\$ 1,925,067.33	\$ 208,923.95
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	\$ 370,262.50	\$ 321,800.00	\$ 370,700.00	\$ 474,850.00	\$ 226,331.26	\$ 641,781.26	\$ 339,175.00	\$ 2,744,900.02	\$ 31,738.66
2020	\$ 375,062.50	\$ 319,200.00	\$ 377,300.00	\$ 476,250.00	\$ 227,131.26	\$ 647,581.26	\$ 342,975.00	\$ 2,765,500.02	\$ 20,600.00

Decision was made during FY2016 Budget Workshop to increase rates 3% until 2018.

A 3% rate increase in all districts. Approximately \$1.00 per bill for the first 2,000 gallons.

	2014 Rate	2015 Increase	Current Rate 2015	2016 Increase	2016 Rate	2017 Increase	2017 Rate	2018 Increase	2018 Rate
District I	32.00	2.00%	32.64	3.00%	33.62	3.00%	34.63	3.00%	35.67
District II	25.08	0.00%	25.08	3.00%	25.83	3.00%	26.61	3.00%	27.41
District III	27.84	1.25%	28.19	3.00%	29.03	3.00%	29.90	3.00%	30.80
District IV	33.20	1.75%	33.78	3.00%	34.79	3.00%	35.84	3.00%	36.91
District V	34.92	1.25%	35.36	3.00%	36.42	3.00%	37.51	3.00%	38.64
District VI	27.84	1.25%	28.19	3.00%	29.03	3.00%	29.90	3.00%	30.80
District VII	32.00	0.00%	32.00	3.00%	32.96	3.00%	33.95	3.00%	34.97

Revenue Summary

	Actual		Estimated		
	2014 Revenue	2015 Revenue	2016 Est. Revenue	2017 Revenues	2018 Increase
Rate Change	—	Various	3%	3%	3%
District I	\$ 764,772.98	\$ 790,125.88	\$ 819,640.95	\$ 844,137.18	\$ 869,461.29
District II	\$ 812,806.06	\$ 884,100.66	\$ 921,128.68	\$ 948,762.54	\$ 977,225.42
District III	\$ 1,023,606.58	\$ 1,006,865.38	\$ 1,060,864.76	\$ 1,092,690.70	\$ 1,125,471.42
District IV	\$ 1,111,871.73	\$ 1,117,238.67	\$ 1,166,305.60	\$ 1,201,294.77	\$ 1,237,333.61
District V	\$ 510,885.88	\$ 505,313.79	\$ 516,834.64	\$ 532,339.68	\$ 548,309.87
District VI	\$ 1,197,461.17	\$ 1,218,416.45	\$ 1,266,800.32	\$ 1,304,804.33	\$ 1,343,948.46
District VII	\$ 649,370.53	\$ 656,952.69	\$ 651,932.49	\$ 671,490.46	\$ 691,635.18
TOTAL	\$ 6,170,784.93	\$ 6,179,013.46	\$ 6,403,507.44	\$ 6,595,519.66	\$ 6,793,385.25
Increase		\$ 8,228.53	\$ 224,493.98	\$ 192,012.22	\$ 197,865.59

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WATER DISTRICT I
5/8/2016

ACCOUNT DESCRIPTION	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	\$ 82,292	\$ 98,298	\$ 98,298	\$ 82,004	\$ 100,864	\$ 100,864
SALARIES-OVERTIME	11,546	7,990	7,990	11,709	12,090	12,090
SALARIES-PART TIME	-	1,306	1,306	-	772	772
COMPENSATED ABSENCES	778	-	-	-	-	-
FICA 6.2%	5,534	6,671	6,671	5,486	7,051	7,051
LOC. GOV. EMP. RETIREMENT	6,547	7,515	7,515	6,220	8,189	8,189
LGERS PENSION EXPENSE	744	-	-	-	-	-
LGERS CY CONTRIBUTIONS	(6,821)	-	-	-	-	-
HOSPITALIZATION-EMPLOYEE	12,821	16,733	16,733	12,633	18,888	18,888
OPEB EXPENSE	1,156	-	-	-	-	-
MEDICARE 1.45%	1,294	1,560	1,560	1,283	1,649	1,649
UNEMPLOYMENT INS-WATER DEPT.	-	816	816	869	886	886
LIFE INSURANCE-EMPLOYEE	65	82	82	59	80	80
WORKERS COMPENSATION INSURANCE	5,454	5,658	5,658	4,784	6,612	6,612
401(K) EMPLOYER CONTRIBUTION	1,271	2,126	2,126	1,734	2,259	2,259
PROF.SERVICE-AUDIT/ACCOUNTING	-	1,142	1,142	232	1,448	1,448
PROFESSIONAL SERVICE-ENG/TEST	21,970	9,988	9,988	11,348	3,474	3,474
UNIFORMS	409	1,621	1,621	1,725	2,536	2,536
SUPPLIES	4,249	10,880	10,880	463	2,316	2,316
OFFICE SUPPLIES	3,687	816	816	869	463	463
CHEMICALS	9,448	10,880	10,880	12,216	2,710	2,710
SUPPLIES-PIPE & FITTINGS	9,826	5,984	5,984	9,705	11,580	11,580
WATER PURCHASE	114,339	98,540	98,540	111,927	87,600	87,600
PROFESSIONAL DEVELOPMENT	366	595	595	463	1,737	1,737
TRAVEL-FUEL	8,157	9,748	9,748	5,876	6,369	6,369
TELEPHONE	3,593	4,896	4,896	5,189	5,524	5,524
POSTAGE	7,015	7,072	7,072	7,399	7,874	7,874
UTILITIES-W.D. I	12,510	16,102	16,102	16,389	16,880	16,880
PRINTING	169	54	54	83	58	58
MAINT/REPAIR-BUILDINGS	884	4,352	4,352	5,067	3,821	3,821
MAINT/REPAIR-TREATMENT	347	1,088	1,088	240	5,790	5,790
MAINT/REPAIR-DISTRIBUTION	-	6,256	6,256	2,465	-	-
MAINT/REPAIR-SCADA	-	5,940	5,940	347	6,323	6,323
MAINT/REPAIR-WATER TANKS	707	17,408	17,408	5,790	18,528	18,528
MAINT/REPAIR-EQUIPMENT	1,257	3,482	3,482	534	-	-
MAINT/REPAIR-VEHICLE	3,175	3,590	3,590	6,441	3,821	3,821
FREIGHT	146	190	190	113	-	-
COMPUTER SOFTWARE/SUPPORT	9,322	9,139	9,139	9,129	9,727	9,727
COMPUTER EQUIPMENT	-	-	-	-	1,158	1,158
LEGAL ADVERTISING	142	82	82	92	151	151
TEMPORARY EMP.SERVICES	787	-	-	2,498	-	-
TRAINING/SCHOOL COSTS	186	435	435	405	-	-
WATER BILLING SERVICE	1,994	2,176	2,176	2,024	2,316	2,316
EQUIPMENT PURCHASE	1,097	1,088	1,088	189	1,448	1,448
EQUIPMENT PURCHASE-TREATMENT	993	707	707	73	600	600
EQUIPMENT PURCHASE-DISTRIBUTIO	226	1,904	1,904	579	-	-
RENTAL EQUIPMENT	2,285	4,134	4,134	2,742	4,076	4,076
CONTRACTS-MAINTENANCE	2,319	3,046	3,046	478	6,427	6,427
CONTRACTS-LANDSCAPE	3,037	3,482	3,482	4,428	4,748	4,748
CONTRACTS-TESTING SERVICES	2,710	4,896	4,896	3,304	4,111	4,111
CONTRACTS-BORING SERVICES	2,878	1,306	1,306	6,150	2,316	2,316
PERMITS	427	490	490	796	637	637
INSURANCE AND BONDS	9,313	9,466	9,466	9,496	9,611	9,611
CREDIT CARD FEES (BANK CHARGE)	1,712	1,686	1,686	2,175	2,432	2,432
DEPRECIATION EXPENSE	196,660	-	-	-	-	-
AMORTIZATION EXPENSE	(9,746)	-	-	-	-	-
DUES & SUBSCRIPTIONS	202	218	218	301	521	521
CAPITAL OUTLAY-EQUIPMENT	-	8,160	8,160	-	10,422	10,422
CAPITAL OUTLAY-VEHICLES	0	12,294	20,780	22,118	2,953	2,953
PRINCIPAL H-LRX-F-11-1735	-	55,000	55,000	55,000	55,000	55,000
INTEREST-BOND	190,263	190,263	190,263	190,263	190,263	190,263
NCDOT PROJECTS	-	-	-	-	1,158	1,158
TO WATER DISTRICT FUND BALANCE	-	-	-	-	20,000	20,000
CONTINGENCY	-	53,708	53,708	-	5,790	5,790
TOTAL	\$ 741,739	\$ 733,059	\$ 741,545	\$ 643,902	\$ 684,056	\$ 684,056

(with 3% increase) Projected Revenue: \$ 844,137.18

Profit/Loss: \$ 160,080.87

WATER DISTRICT II
5/8/2016

ACCOUNT DESCRIPTION	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	\$ 123,344	\$ 147,267	\$ 147,267	\$ 123,225	\$ 137,795	\$ 137,795
SALARIES-OVERTIME	17,298	11,971	11,971	18,094	16,516	16,516
SALARIES-PART TIME	-	1,956	1,956	4,288	1,055	1,055
COMPENSATED ABSENCES	1,165	-	-	-	-	-
FICA 6.2%	8,302	9,994	9,994	8,543	9,633	9,633
LOC. GOV. EMP. RETIREMENT	9,814	11,258	11,258	9,345	11,188	11,188
LGERS PENSION EXPENSE	1,115	-	-	-	-	-
LGERS CY CONTRIBUTIONS	(10,218)	-	-	-	-	-
HOSPITALIZATION-EMPLOYEE	92,438	25,069	25,069	32,292	25,803	25,803
OPEB EXPENSE	1,668	-	-	-	-	-
MEDICARE 1.45%	1,942	2,337	2,337	1,998	2,253	2,253
UNEMPLOYMENT INS-WATER DEPT.	-	1,223	1,223	1,187	1,210	1,210
LIFE INSURANCE-EMPLOYEE	127	123	123	107	109	109
WORKERS COMPENSATION INSURANCE	8,171	8,476	8,476	7,168	9,033	9,033
401(K) EMPLOYER CONTRIBUTION	1,904	3,185	3,185	2,603	3,085	3,085
PROF.SERVICE-AUDIT/ACCOUNTING	-	1,712	1,712	316	1,978	1,978
PROFESSIONAL SERVICE-ENG/TEST	32,745	14,963	14,963	15,504	4,746	4,746
UNIFORMS	612	2,428	2,428	2,356	3,465	3,465
SUPPLIES	6,365	16,300	16,300	633	3,164	3,164
OFFICE SUPPLIES	5,523	1,223	1,223	1,187	633	633
CHEMICALS	14,155	16,300	16,300	16,833	3,702	3,702
SUPPLIES-PIPE & FITTINGS	14,721	8,965	8,965	14,539	15,820	15,820
WATER PURCHASE	179,050	154,310	154,310	175,274	172,865	172,865
PROFESSIONAL DEVELOPMENT	548	891	891	633	2,373	2,373
TRAVEL-FUEL	12,221	14,605	14,605	8,803	8,701	8,701
TELEPHONE	5,516	7,335	7,335	7,773	7,546	7,546
POSTAGE	10,510	10,595	10,595	11,905	10,758	10,758
UTILITIES-W.D. II	18,287	24,124	24,124	18,795	19,360	19,360
PRINTING	253	82	82	125	79	79
MAINT/REPAIR-BUILDINGS	561	6,520	6,520	7,890	5,221	5,221
MAINT/REPAIR-TREATMENT	520	1,630	1,630	345	7,910	7,910
MAINT/REPAIR-DISTRIBUTION	-	9,373	9,373	1,106	-	-
MAINT/REPAIR-SCADA	-	8,900	8,900	475	8,638	8,638
MAINT/REPAIR-WATER TANKS	1,060	26,080	26,080	7,910	25,312	25,312
MAINT/REPAIR-EQUIPMENT	1,839	5,216	5,216	1,814	-	-
MAINT/REPAIR-VEHICLE	4,756	5,379	5,379	9,650	5,221	5,221
FREIGHT	218	285	285	154	-	-
COMPUTER SOFTWARE/SUPPORT	13,967	13,692	13,692	13,677	13,289	13,289
COMPUTER EQUIPMENT	-	-	-	-	1,582	1,582
LEGAL ADVERTISING	213	122	122	138	206	206
TEMPORARY EMP.SERVICES	1,179	-	-	3,413	-	-
TRAINING/SCHOOL COSTS	278	652	652	554	-	-
WATER BILLING SERVICE	2,987	3,260	3,260	3,033	3,164	3,164
EQUIPMENT PURCHASE	1,644	1,630	1,630	283	1,978	1,978
EQUIPMENT PURCHASE-TREATMENT	1,488	1,060	1,060	109	600	600
EQUIPMENT PURCHASE-DISTRIBUTIO	338	2,853	2,853	791	-	-
RENTAL EQUIPMENT	3,423	6,194	6,194	4,108	5,569	5,569
CONTRACTS-MAINTENANCE	3,474	4,564	4,564	716	8,780	8,780
CONTRACTS-LANDSCAPE	4,550	5,216	5,216	6,634	6,486	6,486
CONTRACTS-TESTING SERVICES	4,061	7,335	7,335	4,949	5,616	5,616
CONTRACTS-BORING SERVICES	342	1,956	1,956	1,125	3,164	3,164
PERMITS	644	734	734	804	870	870
INSURANCE AND BONDS	13,953	14,181	14,181	12,972	13,131	13,131
CREDIT CARD FEES (BANK CHARGE)	2,564	2,527	2,527	3,259	3,322	3,322
DEPRECIATION EXPENSE	294,628	-	-	-	-	-
AMORTIZATION EXPENSE	(14,635)	-	-	-	-	-
DUES & SUBSCRIPTIONS	302	326	326	451	712	712
CAPITAL OUTLAY-EQUIPMENT	-	12,225	12,225	-	14,238	14,238
CAPITAL OUTLAY-VEHICLES	0	18,419	31,133	30,216	4,034	4,034
PRINCIPAL-BOND	-	15,000	15,000	15,000	15,000	15,000
INTEREST-BOND	138,150	138,150	138,150	138,150	137,850	137,850
NCDOT PROJECTS	-	-	-	-	1,582	1,582
TO WATER DISTRICT FUND BALANCE	-	156,586	156,586	156,586	125,000	125,000
CONTINGENCY	-	-	-	-	7,910	7,910
TOTAL	\$ 980,082	\$ 966,757	\$ 979,471	\$ 909,833	\$ 899,253	\$ 899,253

(with 3% increase) Projected Revenue: \$ 948,762.54
Profit/Loss: \$ 49,509.55

WATER DISTRICT III
5/8/2016

ACCOUNT DESCRIPTION	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	\$ 124,170	\$ 148,441	\$ 148,441	\$ 123,736	\$ 142,760	\$ 142,760
SALARIES-OVERTIME	17,436	12,066	12,066	17,682	17,111	17,111
SALARIES-PART TIME	-	1,972	1,972	-	1,093	1,093
COMPENSATED ABSENCES	1,174	-	-	-	-	-
FICA 6.2%	8,358	10,074	10,074	8,279	9,980	9,980
LOC. GOV. EMP. RETIREMENT	9,881	11,348	11,948	9,387	11,591	11,591
LGERS PENSION EXPENSE	1,122	-	-	-	-	-
LGERS CY CONTRIBUTIONS	(10,300)	-	-	-	-	-
HOSPITALIZATION-EMPLOYEE	19,040	25,269	25,269	19,071	26,733	26,733
OPEB EXPENSE	1,697	-	-	-	-	-
MEDICARE 1.45%	1,959	2,356	2,356	1,936	2,334	2,334
UNEMPLOYMENT INS-WATER DEPT.	-	1,232	1,232	1,229	1,254	1,254
LIFE INSURANCE-EMPLOYEE	102	124	124	94	113	113
WORKERS COMPENSATION INSURANCE	8,236	8,544	8,544	7,225	9,359	9,359
401(K) EMPLOYER CONTRIBUTION	1,917	3,210	3,210	2,617	3,197	3,197
PROF.SERVICE-AUDIT/ACCOUNTING	-	1,725	1,725	328	2,049	2,049
PROFESSIONAL SERVICE-ENG/TEST	33,007	15,083	15,083	16,062	4,917	4,917
UNIFORMS	617	2,447	2,447	2,441	3,589	3,589
SUPPLIES	6,416	16,430	16,430	656	3,278	3,278
OFFICE SUPPLIES	5,567	1,232	1,232	1,229	656	656
CHEMICALS	14,268	16,430	16,430	16,880	3,838	3,838
SUPPLIES-PIPE & FITTINGS	14,838	9,037	9,037	14,655	16,390	16,390
WATER PURCHASE	175,279	151,060	151,060	171,582	179,205	179,205
PROFESSIONAL DEVELOPMENT	552	898	898	656	2,459	2,459
TRAVEL-FUEL	12,318	14,721	14,721	8,873	9,015	9,015
TELEPHONE	5,425	7,394	7,394	7,836	7,818	7,818
POSTAGE	10,594	10,680	10,680	11,197	11,145	11,145
UTILITIES-W.D. III	17,974	24,316	24,316	20,412	21,025	21,025
PRINTING	255	82	82	126	82	82
MAINT/REPAIR-BUILDINGS	1,255	6,572	6,572	7,771	5,409	5,409
MAINT/REPAIR-TREATMENT	525	1,643	1,643	404	8,195	8,195
MAINT/REPAIR-DISTRIBUTION	-	9,447	9,447	1,115	-	-
MAINT/REPAIR-SCADA	-	8,971	8,971	492	8,949	8,949
MAINT/REPAIR-WATER TANKS	1,068	26,288	26,288	8,195	26,224	26,224
MAINT/REPAIR-EQUIPMENT	1,855	5,258	5,258	807	-	-
MAINT/REPAIR-VEHICLE	4,794	5,422	5,422	9,727	5,409	5,409
FREIGHT	220	288	288	159	-	-
COMPUTER SOFTWARE/SUPPORT	14,078	13,801	13,801	13,786	13,768	13,768
COMPUTER EQUIPMENT	-	-	-	-	1,639	1,639
LEGAL ADVERTISING	215	123	123	139	213	213
TEMPORARY EMP.SERVICES	1,189	-	-	3,536	-	-
TRAINING/SCHOOL COSTS	280	657	657	574	-	-
WATER BILLING SERVICE	3,010	3,286	3,286	3,057	3,278	3,278
EQUIPMENT PURCHASE	1,657	1,643	1,643	286	2,049	2,049
EQUIPMENT PURCHASE-TREATMENT	1,499	1,068	1,068	110	600	600
EQUIPMENT PURCHASE-DISTRIBUTIO	341	2,875	2,875	820	-	-
RENTAL EQUIPMENT	3,450	6,243	6,243	4,140	5,769	5,769
CONTRACTS-MAINTENANCE	4,302	4,600	4,600	722	3,096	3,096
CONTRACTS-LANDSCAPE	4,586	5,258	5,258	6,687	6,720	6,720
CONTRACTS-TESTING SERVICES	4,093	7,394	7,394	4,989	5,818	5,818
CONTRACTS-BORING SERVICES	1,245	1,972	1,972	2,475	3,278	3,278
PERMITS	638	739	739	805	901	901
INSURANCE AND BONDS	14,064	14,294	14,294	13,440	13,604	13,604
CREDIT CARD FEES (BANK CHARGE)	2,585	2,547	2,547	3,284	3,442	3,442
DEPRECIATION EXPENSE	296,978	-	-	-	-	-
AMORTIZATION EXPENSE	(14,752)	-	-	-	-	-
DUES & SUBSCRIPTIONS	305	329	329	455	738	738
CAPITAL OUTLAY-EQUIPMENT	-	12,323	12,323	-	14,751	14,751
CAPITAL OUTLAY-VEHICLES	0	18,566	31,381	31,305	4,179	4,179
PRINCIPAL-BOND	-	15,000	15,000	15,000	15,000	15,000
PRINCIPAL-CLEANWATER LOAN	(0)	24,300	24,300	24,300	24,300	24,300
INTEREST-BOND	31,025	168,050	168,050	168,050	167,750	167,750
INTEREST-CLEANWATER LOAN	1,774	335	335	335	335	335
NC DOT RELOCATION/PROJECTS	22,000	10,000	10,000	-	1,639	1,639
TO WATER DISTRICT FUND BALANCE	-	157,835	157,835	157,835	125,000	125,000
CONTINGENCY	-	-	-	-	8,195	8,195
TOTAL	\$ 886,177	\$ 1,033,298	\$ 1,046,113	\$ 948,985	\$ 977,237	\$ 977,237

(with 3% Increase) Projected Revenue: \$ 1,092,690.70

Profit/Loss: \$ 115,453.34

WATER DISTRICT IV
5/8/2016

ACCOUNT DESCRIPTION	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	\$ 128,060	\$ 152,868	\$ 152,868	\$ 127,616	\$ 153,473	\$ 153,473
SALARIES-OVERTIME	17,956	12,426	12,426	18,210	18,395	18,395
SALARIES-PART TIME	-	2,030	2,030	-	1,175	1,175
COMPENSATED ABSENCES	1,209	-	-	-	-	-
FICA 6.2%	8,619	10,374	10,374	8,537	10,729	10,729
LOC. GOV. EMP. RETIREMENT	10,189	11,686	11,686	9,680	12,460	12,460
LGERS PENSION EXPENSE	1,157	-	-	-	-	-
LGERS CY CONTRIBUTIONS	(10,607)	-	-	-	-	-
HOSPITALIZATION-EMPLOYEE	19,620	26,022	26,022	19,652	28,739	28,739
OPEB EXPENSE	1,702	-	-	-	-	-
MEDICARE 1.45%	2,016	2,426	2,426	1,997	2,509	2,509
UNEMPLOYMENT INS-WATER DEPT.	-	1,269	1,269	1,322	1,348	1,348
LIFE INSURANCE-EMPLOYEE	103	128	128	97	122	122
WORKERS COMPENSATION INSURANCE	8,482	8,798	8,798	7,440	10,061	10,061
401(K) EMPLOYER CONTRIBUTION	1,977	3,306	3,306	2,699	3,437	3,437
PROF.SERVICE-AUDIT/ACCOUNTING	-	1,777	1,777	352	2,203	2,203
PROFESSIONAL SERVICE-ENG/TEST	33,991	15,533	15,533	17,268	5,286	5,286
UNIFORMS	695	2,520	2,520	2,625	3,859	3,859
SUPPLIES	5,607	16,920	16,920	705	3,524	3,524
OFFICE SUPPLIES	5,733	1,269	1,269	1,322	705	705
CHEMICALS	14,694	16,920	16,920	17,439	4,125	4,125
SUPPLIES-PIPE & FITTINGS	15,281	9,306	9,306	15,092	17,620	17,620
WATER PURCHASE	182,896	157,625	157,625	179,039	192,640	192,640
PROFESSIONAL DEVELOPMENT	569	925	925	705	2,643	2,643
TRAVEL-FUEL	12,686	15,160	15,160	9,138	9,691	9,691
TELEPHONE	5,587	7,614	7,614	8,069	8,405	8,405
POSTAGE	10,910	10,998	10,998	11,026	11,982	11,982
UTILITIES-W.D. IV	18,809	25,042	25,042	15,947	16,425	16,425
PRINTING	262	85	85	129	88	88
MAINT/REPAIR-BUILDINGS	5,657	6,768	6,768	7,840	5,815	5,815
MAINT/REPAIR-TREATMENT	540	1,692	1,692	368	8,810	8,810
MAINT/REPAIR-DISTRIBUTION	-	9,729	9,729	1,148	-	-
MAINT/REPAIR-SCADA	-	9,238	9,238	529	9,621	9,621
MAINT/REPAIR-WATER TANKS	1,100	27,072	27,072	8,810	28,192	28,192
MAINT/REPAIR-EQUIPMENT	2,081	5,414	5,414	831	-	-
MAINT/REPAIR-VEHICLE	4,937	5,584	5,584	10,017	5,815	5,815
FREIGHT	227	296	296	171	-	-
COMPUTER SOFTWARE/SUPPORT	14,498	14,213	14,213	14,197	14,801	14,801
COMPUTER EQUIPMENT	-	-	-	-	1,762	1,762
LEGAL ADVERTISING	221	127	127	143	229	229
TEMPORARY EMP.SERVICES	1,224	-	-	3,801	-	-
TRAINING/SCHOOL COSTS	289	677	677	617	-	-
WATER BILLING SERVICE	3,100	3,384	3,384	3,148	3,524	3,524
EQUIPMENT PURCHASE	1,707	1,692	1,692	294	2,203	2,203
EQUIPMENT PURCHASE-TREATMENT	1,544	1,100	1,100	1,846	600	600
EQUIPMENT PURCHASE-DISTRIBUTIO	351	2,961	2,961	881	-	-
RENTAL EQUIPMENT	3,553	6,430	6,430	4,264	6,202	6,202
CONTRACTS-MAINTENANCE	3,606	4,738	4,738	743	9,779	9,779
CONTRACTS-LANDSCAPE	4,723	5,414	5,414	6,886	7,224	7,224
CONTRACTS-TESTING SERVICES	4,215	7,614	7,614	5,138	6,255	6,255
CONTRACTS-BORING SERVICES	1,155	2,030	2,030	1,200	3,524	3,524
PERMITS	667	761	761	805	969	969
INSURANCE AND BONDS	14,484	14,720	14,720	14,448	14,625	14,625
CREDIT CARD FEES (BANK CHARGE)	2,662	2,623	2,623	3,382	3,700	3,700
DEPRECIATION EXPENSE	305,835	-	-	-	-	-
AMORTIZATION EXPENSE	(15,192)	-	-	-	-	-
DUES & SUBSCRIPTIONS	314	338	338	468	793	793
CAPITAL OUTLAY-EQUIPMENT	-	12,690	12,690	-	15,858	15,858
CAPITAL OUTLAY-VEHICLES	(0)	19,120	32,318	33,654	4,493	4,493
PRINCIPAL-BOND	-	20,000	20,000	20,000	190,000	190,000
INTEREST-BOND	411,675	274,300	274,300	274,300	274,350	274,350
NCDOT PROJECTS	-	-	-	-	1,762	1,762
TO WATER DISTRICT FUND BALANCE	-	162,542	162,542	162,542	125,000	125,000
CONTINGENCY	-	-	-	-	8,810	8,810
TOTAL	\$ 1,274,315	\$ 1,136,294	\$ 1,149,492	\$ 1,058,577	\$ 1,276,357	\$ 1,276,357

(with 3% increase)

Projected Revenue: \$ 1,201,294.77

Profit/Loss: \$ (75,062.32)

WATER DISTRICT V
5/8/2016

ACCOUNT DESCRIPTION	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	\$ 55,497	\$ 66,044	\$ 66,044	\$ 55,308	\$ 60,361	\$ 60,361
SALARIES-OVERTIME	7,758	5,368	5,368	7,867	7,235	7,235
SALARIES-PART TIME	-	877	877	-	462	462
COMPENSATED ABSENCES	522	-	-	-	-	-
FICA 6.2%	3,734	4,482	4,482	3,699	4,220	4,220
LOC. GOV. EMP. RETIREMENT	4,414	5,049	5,049	4,194	4,901	4,901
LGERS PENSION EXPENSE	502	-	-	-	-	-
LGERS CY CONTRIBUTIONS	(4,583)	-	-	-	-	-
HOSPITALIZATION-EMPLOYEE	8,488	11,242	11,242	8,502	11,303	11,303
OPEB EXPENSE	779	-	-	-	-	-
MEDICARE 1.45%	873	1,048	1,048	865	987	987
UNEMPLOYMENT INS-WATER DEPT.	-	548	548	520	530	530
LIFE INSURANCE-EMPLOYEE	43	55	55	42	48	48
WORKERS COMPENSATION INSURANCE	3,665	3,801	3,801	3,214	3,957	3,957
401(K) EMPLOYER CONTRIBUTION	857	1,428	1,428	1,169	1,352	1,352
PROF.SERVICE-AUDIT/ACCOUNTING	-	768	768	139	866	866
PROFESSIONAL SERVICE-ENG/TEST	14,685	6,711	6,711	6,791	2,079	2,079
UNIFORMS	274	1,089	1,089	1,032	1,518	1,518
SUPPLIES	2,855	7,310	7,310	277	1,386	1,386
OFFICE SUPPLIES	2,477	548	548	520	277	277
CHEMICALS	6,348	7,310	7,310	7,510	1,625	1,625
SUPPLIES-PIPE & FITTINGS	7,249	4,021	4,021	6,520	6,930	6,930
WATER PURCHASE	80,022	68,965	68,965	78,334	75,790	75,790
PROFESSIONAL DEVELOPMENT	246	399	399	277	1,040	1,040
TRAVEL-FUEL	5,481	6,550	6,550	3,948	3,812	3,812
TELEPHONE	2,659	3,290	3,290	3,486	3,306	3,306
POSTAGE	4,714	4,752	4,752	5,609	4,712	4,712
UTILITIES-W.D. V	8,245	10,819	10,819	7,471	7,700	7,700
PRINTING	113	37	37	56	35	35
MAINT/REPAIR-BUILDINGS	2,553	2,924	2,924	4,423	2,287	2,287
MAINT/REPAIR-TREATMENT	233	731	731	155	3,465	3,465
MAINT/REPAIR-DISTRIBUTION	-	4,203	4,203	496	-	-
MAINT/REPAIR-SCADA	-	3,991	3,991	208	3,784	3,784
MAINT/REPAIR-WATER TANKS	475	11,696	11,696	3,465	11,088	11,088
MAINT/REPAIR-EQUIPMENT	819	2,339	2,339	359	-	-
MAINT/REPAIR-VEHICLE	2,133	2,412	2,412	4,327	2,287	2,287
FREIGHT	98	128	128	67	-	-
COMPUTER SOFTWARE/SUPPORT	6,264	6,140	6,140	6,134	5,821	5,821
COMPUTER EQUIPMENT	-	-	-	-	693	693
LEGAL ADVERTISING	96	55	55	62	90	90
TEMPORARY EMP.SERVICES	529	-	-	1,495	-	-
TRAINING/SCHOOL COSTS	125	292	292	243	-	-
WATER BILLING SERVICE	1,339	1,462	1,462	1,360	1,386	1,386
EQUIPMENT PURCHASE	737	731	731	127	866	866
EQUIPMENT PURCHASE-TREATMENT	667	475	475	49	600	600
EQUIPMENT PURCHASE-DISTRIBUTIO	152	1,279	1,279	347	-	-
RENTAL EQUIPMENT	1,535	2,778	2,778	1,842	2,439	2,439
CONTRACTS-MAINTENANCE	1,558	2,047	2,047	321	3,846	3,846
CONTRACTS-LANDSCAPE	2,041	2,339	2,339	2,975	2,841	2,841
CONTRACTS-TESTING SERVICES	1,821	3,290	3,290	2,220	2,460	2,460
CONTRACTS-BORING SERVICES	154	877	877	1,950	1,386	1,386
PERMITS	292	329	329	791	381	381
INSURANCE AND BONDS	1,409	6,360	6,360	5,683	5,752	5,752
CREDIT CARD FEES (BANK CHARGE)	1,150	1,133	1,133	1,461	1,455	1,455
DEPRECIATION EXPENSE	132,131	-	-	-	-	-
AMORTIZATION EXPENSE	(6,563)	-	-	-	-	-
DUES & SUBSCRIPTIONS	136	146	146	202	312	312
CAPITAL OUTLAY-EQUIPMENT	-	5,483	5,483	-	6,237	6,237
CAPITAL OUTLAY-VEHICLES	0	8,260	13,962	13,236	1,767	1,767
PRINCIPAL-BOND	-	15,000	15,000	15,000	95,000	95,000
PRINCIPAL-CLEANWATER LOAN	0	32,226	32,226	32,226	32,226	32,226
INTEREST-BOND	128,681	128,682	128,682	128,682	128,681	128,681
INTEREST-CLEANWATER LOAN	4,144	3,109	3,109	3,109	3,109	3,109
TO WATER DISTRICT FUND BALANCE	-	70,224	70,224	70,224	55,000	55,000
NCDOT PROJECTS	-	-	-	-	693	693
CONTINGENCY	-	-	-	-	3,465	3,465
TOTAL	\$ 502,626	\$ 543,652	\$ 549,354	\$ 510,589	\$ 585,849	\$ 585,849

(with 3% increase) Projected Revenue: \$ 532,339.68
Profit/Loss: \$ (53,509.71)

WATER DISTRICT VI
5/8/2016

ACCOUNT DESCRIPTION	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	\$ 151,884	\$ 181,418	\$ 181,418	\$ 151,355	\$ 182,826	\$ 182,826
SALARIES-OVERTIME	21,309	14,747	14,747	21,610	21,914	21,914
SALARIES-PART TIME	-	2,410	2,410	-	1,400	1,400
COMPENSATED ABSENCES	1,435	-	-	-	-	-
FICA 6.2%	10,223	12,312	12,312	10,126	12,781	12,781
LOC. GOV. EMP. RETIREMENT	12,086	13,869	13,869	11,481	14,844	14,844
LGERS PENSION EXPENSE	1,374	-	-	-	-	-
LGERS CY CONTRIBUTIONS	(12,588)	-	-	-	-	-
HOSPITALIZATION-EMPLOYEE	23,279	30,882	30,882	23,315	34,236	34,236
OPEB EXPENSE	1,761	-	-	-	-	-
MEDICARE 1.45%	2,391	2,879	2,879	2,368	2,989	2,989
UNEMPLOYMENT INS-WATER DEPT.	-	1,506	1,506	1,574	1,606	1,606
LIFE INSURANCE-EMPLOYEE	124	152	152	115	145	145
WORKERS COMPENSATION INSURANCE	10,066	10,442	10,442	8,880	11,985	11,985
401(K) EMPLOYER CONTRIBUTION	2,345	3,923	3,923	3,201	4,095	4,095
PROF.SERVICE-AUDIT/ACCOUNTING	-	2,108	2,108	420	2,624	2,624
PROFESSIONAL SERVICE-ENG/TEST	40,339	18,433	18,433	20,570	6,297	6,297
UNIFORMS	754	2,991	2,991	3,126	4,597	4,597
SUPPLIES	7,841	20,080	20,080	840	4,198	4,198
OFFICE SUPPLIES	6,803	1,506	1,506	1,574	840	840
CHEMICALS	17,780	20,080	20,080	21,413	70,000	70,000
SUPPLIES-PIPE & FITTINGS	18,194	11,044	11,044	17,910	20,990	20,990
WATER PURCHASE	22,626	19,500	19,500	22,149	21,900	21,900
PROFESSIONAL DEVELOPMENT	675	1,097	1,097	840	3,149	3,149
TRAVEL-FUEL	15,055	17,992	17,992	10,844	11,545	11,545
TELEPHONE	6,630	9,036	9,036	9,576	10,012	10,012
POSTAGE	12,947	13,052	13,052	13,857	14,273	14,273
UTILITIES-W.D. VI	62,316	29,718	29,718	72,110	74,270	74,270
PRINTING	312	100	100	153	105	105
MAINT/REPAIR-BUILDINGS	776	8,032	8,032	12,938	6,927	6,927
MAINT/REPAIR-TREATMENT	641	2,008	2,008	19,461	10,495	10,495
MAINT/REPAIR-DISTRIBUTION	-	11,546	11,546	1,363	-	-
MAINT/REPAIR-SCADA	-	10,964	10,964	630	11,461	11,461
MAINT/REPAIR-WATER TANKS	1,305	32,128	32,128	10,495	33,584	33,584
MAINT/REPAIR-EQUIPMENT	12,115	6,426	6,426	1,299	-	-
MAINT/REPAIR-VEHICLE	5,859	6,626	6,626	11,887	6,927	6,927
FREIGHT	269	351	351	204	-	-
COMPUTER SOFTWARE/SUPPORT	17,205	16,867	16,867	16,848	17,632	17,632
COMPUTER EQUIPMENT	-	-	-	-	2,099	2,099
LEGAL ADVERTISING	263	151	151	369	273	273
TEMPORARY EMP.SERVICES	1,453	-	-	4,528	-	-
TRAINING/SCHOOL COSTS	343	803	803	735	-	-
WATER BILLING SERVICE	3,679	4,016	4,016	3,736	4,198	4,198
EQUIPMENT PURCHASE	2,025	2,008	2,008	445	2,624	2,624
EQUIPMENT PURCHASE-TREATMENT	1,832	1,305	1,305	3,504	12,500	12,500
EQUIPMENT PURCHASE-DISTRIBUTIO	417	3,514	3,514	1,050	-	-
RENTAL EQUIPMENT	4,217	7,630	7,630	5,060	7,388	7,388
CONTRACTS-MAINTENANCE	4,280	5,622	5,622	882	11,649	11,649
CONTRACTS-LANDSCAPE	5,605	6,426	6,426	8,172	8,606	8,606
CONTRACTS-TESTING SERVICES	5,002	9,036	9,036	6,097	7,451	7,451
CONTRACTS-BORING SERVICES	2,072	2,410	2,410	7,350	4,198	4,198
PERMITS	3,048	904	904	1,579	1,154	1,154
INSURANCE AND BONDS	17,188	17,470	17,470	17,212	17,422	17,422
CREDIT CARD FEES (BANK CHARGE)	3,159	3,112	3,112	4,014	4,408	4,408
DEPRECIATION EXPENSE	362,953	-	-	-	-	-
AMORTIZATION EXPENSE	(18,029)	-	-	-	-	-
DUES & SUBSCRIPTIONS	372	402	402	556	945	945
CAPITAL OUTLAY-EQUIPMENT	-	15,060	15,060	-	18,891	18,891
CAPITAL OUTLAY-VEHICLES	0	22,690	38,352	40,091	5,352	5,352
PRINCIPAL-BOND	-	210,000	210,000	210,000	215,000	215,000
PRINCIPAL H-LRX-F-11-1741	-	55,000	55,000	55,000	55,000	55,000
INTEREST-BOND	379,731	376,432	376,432	376,432	376,432	376,432
NCDOT PROJECTS	-	-	-	-	2,099	2,099
TO WATER DISTRICT FUND BALANCE	-	-	-	-	22,000	22,000
CONTINGENCY	-	-	-	-	10,495	10,495
TOTAL	\$ 1,255,682	\$ 1,280,216	\$ 1,295,878	\$ 1,251,297	\$ 1,410,829	\$ 1,410,829

(with 3% increase)

Projected Revenue: \$ 1,304,804.33

Profit/Loss: \$ (105,024.73)

WATER DISTRICT VII
5/8/2016

ACCOUNT DESCRIPTION	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommended
SALARIES	\$ 91,355	\$ 109,140	\$ 109,140	\$ 91,036	\$ 92,937	\$ 92,937
SALARIES-OVERTIME	12,820	8,872	8,872	19,001	11,139	11,139
SALARIES-PART TIME	-	1,450	1,450	-	712	712
COMPENSATED ABSENCES	863	-	-	-	-	-
FICA 6.2%	6,149	7,407	7,407	6,090	6,497	6,497
LOC. GOV. EMP. RETIREMENT	7,269	8,343	8,343	6,906	7,546	7,546
LGERS PENSION EXPENSE	826	-	-	-	-	-
LGERS CY CONTRIBUTIONS	(7,573)	-	-	-	-	-
HOSPITALIZATION-EMPLOYEE	14,005	18,578	18,578	14,028	17,403	17,403
OPEB EXPENSE	1,184	-	-	-	-	-
MEDICARE 1.45%	1,438	1,732	1,732	1,424	1,519	1,519
UNEMPLOYMENT INS-WATER DEPT.	-	906	906	800	816	816
LIFE INSURANCE-EMPLOYEE	75	91	91	70	74	74
WORKERS COMPENSATION INSURANCE	6,056	6,282	6,282	5,312	6,099	6,099
401(K) EMPLOYER CONTRIBUTION	1,411	2,360	2,360	1,925	2,082	2,082
PROF. SERVICE-AUDIT/ACCOUNTING	-	1,268	1,268	213	1,334	1,334
PROFESSIONAL SERVICE-ENG/TEST	24,268	11,089	11,089	10,457	3,201	3,201
UNIFORMS	454	1,799	1,799	1,589	2,337	2,337
SUPPLIES	4,717	12,080	12,080	427	2,134	2,134
OFFICE SUPPLIES	4,094	906	906	800	427	427
CHEMICALS	10,491	12,080	12,080	13,018	25,000	25,000
SUPPLIES-PIPE & FITTINGS	10,910	6,644	6,644	10,776	10,670	10,670
PROFESSIONAL DEVELOPMENT	405	660	660	427	1,601	1,601
TRAVEL-FUEL	9,360	10,824	10,824	6,524	5,869	5,869
TELEPHONE	3,988	5,436	5,436	5,761	5,090	5,090
POSTAGE	7,790	7,852	7,852	7,010	7,256	7,256
UTILITIES-W.D. VII	32,008	17,878	17,878	29,323	30,200	30,200
PRINTING	187	60	60	92	53	53
MAINT/REPAIR-BUILDINGS	697	4,832	4,832	11,867	3,521	3,521
MAINT/REPAIR-TREATMENT	5,074	1,208	1,208	7,860	5,335	5,335
MAINT/REPAIR-DISTRIBUTION	-	6,946	6,946	820	-	-
MAINT/REPAIR-SCADA	-	6,596	6,596	320	5,826	5,826
MAINT/REPAIR-WATER TANKS	785	19,328	19,328	5,335	17,072	17,072
MAINT/REPAIR-EQUIPMENT	1,827	3,866	3,866	1,657	-	-
MAINT/REPAIR-VEHICLE	3,525	3,986	3,986	7,152	3,521	3,521
FREIGHT	162	211	211	104	-	-
COMPUTER SOFTWARE/SUPPORT	10,351	10,147	10,147	10,136	8,963	8,963
COMPUTER EQUIPMENT	-	-	-	-	1,067	1,067
LEGAL ADVERTISING	158	91	91	302	139	139
TEMPORARY EMP. SERVICES	273	-	-	2,302	-	-
TRAINING/SCHOOL COSTS	206	483	483	373	-	-
WATER BILLING SERVICE	2,214	2,416	2,416	2,248	2,134	2,134
EQUIPMENT PURCHASE	1,219	1,208	1,208	268	1,334	1,334
EQUIPMENT PURCHASE-TREATMENT	1,102	785	785	23	6,000	6,000
EQUIPMENT PURCHASE-DISTRIBUTIO	251	2,114	2,114	534	-	-
RENTAL EQUIPMENT	2,537	4,590	4,590	3,044	3,756	3,756
CONTRACTS-MAINTENANCE	2,575	3,382	3,382	531	5,922	5,922
CONTRACTS-LANDSCAPE	3,372	3,866	3,866	4,916	4,375	4,375
CONTRACTS-TESTING SERVICES	3,009	5,436	5,436	3,668	3,788	3,788
CONTRACTS-BORING SERVICES	954	1,450	1,450	-	2,134	2,134
PERMITS	2,489	544	544	1,567	587	587
INSURANCE AND BONDS	10,340	10,510	10,510	8,749	8,856	8,856
CREDIT CARD FEES (BANK CHARGE)	1,900	1,872	1,872	2,415	2,241	2,241
DEPRECIATION EXPENSE	218,350	-	-	-	-	-
AMORTIZATION EXPENSE	(10,846)	-	-	-	-	-
DUES & SUBSCRIPTIONS	825	242	242	1,551	480	480
CAPITAL OUTLAY-EQUIPMENT	-	9,060	9,060	-	9,603	9,603
CAPITAL OUTLAY-VEHICLES	(0)	13,650	23,073	20,380	2,721	2,721
PRINCIPAL-BOND	-	10,000	10,000	10,000	120,000	120,000
INTEREST-BOND	194,174	194,175	194,175	194,175	194,175	194,175
TO WATER DISTRICT FUND BALANCE	-	116,047	116,047	116,047	100,000	100,000
NCDOT PROJECTS	-	-	-	-	1,067	1,067
CONTINGENCY	-	-	-	-	5,335	5,335
TOTAL	\$ 702,073	\$ 692,778	\$ 702,201	\$ 645,351	\$ 761,938	\$ 761,938

(with 3% increase) Projected Revenue: \$ 671,490.46

Profit/Loss: \$ (90,447.36)

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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 eleven 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; however personnel costs historically have not been contained in the Solid Waste budget.

SOLID WASTE REVENUES	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Solid Waste Fee	\$ 1,975,938	\$ 1,920,000	\$ 1,920,000	\$ 2,986,667
Scrap Disposal Tax	88,000	88,000	88,000	88,000
White Goods Tax	26,000	26,000	26,000	26,000
G/F Transfer - Subsidy	933,963	1,189,488	1,189,488	0
Total	\$ 3,023,901	\$ 3,223,488	\$ 3,223,488	\$ 3,100,667

SOLID WASTE EXPENSES	FY 14-15 Actual	FY 15-16 Original	FY 15-16 Amended	FY 16-17 Recommended
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Benefits	0	0	0	0
Operating	3,023,901	3,223,488	3,223,488	3,085,100
Capital Outlay	0	0	0	0
Contingency	0	0	0	15,567
Total	\$ 3,023,901	\$ 3,223,488	\$ 3,223,488	\$ 3,100,667

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Solid Waste Enterprise Fund

	FY 14/15 Fee \$90	FY 15/16 Fee \$90	FY 16/17 Fee \$140
Solid Waste Fees	\$ 1,975,938	\$ 1,920,000	\$ 2,986,667
Scrap Tire Disposal Tax	88,000	88,000	88,000
White Goods Disposal Tax	26,000	26,000	26,000
Solid Waste Expenses	(3,023,901)	(3,083,000)	(3,085,100)
General Fund Subsidy	<u>\$ (933,963)</u>	<u>\$ (1,049,000)</u>	<u>\$ 15,567</u>
 Change in GF Subsidy from year to year		 \$ 115,037	 \$ (1,064,567)

Goal: Create a self supporting Enterprise Fund for Solid Waste.

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4720 Solid Waste

Account Description	14/15 Actual	15/16 Original	15/16 Amended	15/16 Projected	16/17 Requested	16/17 Recommend
SOLID WASTE-LANDFILL CONTRACT	\$ 44,000	\$ 48,400	\$ 48,400	\$ 48,400	\$ 50,000	\$ 50,000
TELEPHONE	557	625	625	600	600	600
MAINT/REPAIR-BUILDINGS	-	150,000	150,000	-	-	-
MAINT/REPAIR-EQUIPMENT	646	15,000	15,000	15,000	2,500	2,500
MAINT/REPAIR-LANDFILL	42,510	52,800	52,800	50,000	50,000	50,000
SOLID WASTE TRANSFER/STATION	585,582	605,200	605,200	600,000	600,000	600,000
SOLID WASTE IN-COUNTY TRANSFER	710,937	731,330	731,330	695,000	695,000	695,000
SCRAP TIRE DISPOSAL	100,121	92,500	92,500	90,000	95,000	95,000
COMPUTER SOFTWARE/SUPPORT	1,115	5,000	5,000	5,000	2,500	2,500
REGIONAL LANDFILL	930,784	920,513	920,513	985,000	985,000	985,000
CONVENIENCE SITES - SSS	453,671	459,620	459,620	459,000	462,000	462,000
RECYCLING-AVOIDANCE FEES	125,617	112,500	112,500	105,000	112,500	112,500
WHITE GOODS DISPOSAL	28,361	30,000	30,000	30,000	30,000	30,000
CONTINGENCY	-	-	-	-	15,567	15,567
	\$ 3,023,901	\$ 3,223,488	\$ 3,223,488	\$ 3,083,000	\$ 3,100,667	\$ 3,100,667

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SUMMARY OF REQUESTED SERVICE EXPANSIONS

GENERAL FUND REVENUE	County Manager Recommends
Amount Available fro 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 = \$600,000

REQUESTS

Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
General Fund	2% COLA	\$283,777	\$0	\$283,777	\$283,777	Amt. shown here is GF portion only
Finance	Position Reclass	\$16,009	(\$16,103)	(\$94)	(\$94)	Reclass vacant position at net savings to County
Human Resources	Employee Assistance Program - General Fund	\$6,606	\$0	\$6,606	\$6,606	328 FT Employees, 39 PT @ \$1.50 per emp per month
Animal Control	Animal Control Field Officer	\$68,865	\$0	\$68,865	\$38,865	New position requested
Animal Control	New Electronic Sign	\$28,000	\$0	\$28,000	\$1,200	Replace existing sign
Soil & Water Conserv	Position Upgrade/Wage Increase	\$8,390	\$0	\$8,390	\$8,390	Reclassification from Grade 12 to Grade 17
Soil & Water Conserv	Beaver Management Assistance Program	\$4,000	\$1,000	\$3,000	\$4,000	Discontinue Beaver Bounty Program and replace with BMAP
Emergency Management	Radio System Multiplexer	\$21,118	\$0	\$21,118	\$500	Upgrade internal equip, utilizing multi-service antenna
Emergency Medical Services	Position Upgrade/Wage Increase	\$11,000	\$0	\$11,000	\$11,000	Reclassification from Grade 14 to Grade 18
Emergency Medical Services	EMS Specialist position	\$22,636	\$0	\$22,636	\$22,636	New position; base salary w/o benefits
Emergency Medical Services	Position Upgrade/Wage Increase	\$9,000	\$0	\$9,000	\$9,000	Reclassification from Gr 14 to Gr 16 (Total for 3 Paramedics)
Emergency Medical Services	Belhaven/Pantego EMS Unit	\$521,302	\$714,000	(\$192,698)	(\$192,698)	Replace private company that currently handles this area
Planning	CAMA Land Use Plan Update	\$55,000	\$0	\$55,000	\$0	Hire consulting firm to assist with county-wide plan
Cooperative Extension	15-Passenger Vans for 4-H Activities	\$60,000	\$30,000	\$30,000	\$2,000	(2) Vans to aid in transporting more youth
Public Buildings	Maintenance Technician II	\$63,945	\$7,500	\$56,445	\$40,799	New Position Requested
Public Buildings	Renovation of Courthouse Phase 1 of 3	\$107,500	\$0	\$107,500	\$0	Repair & update Courthouse FY2017 - FY2019
Public Buildings	Renovation of Magistrate's Office	\$55,500	\$0	\$55,500	\$0	Add 2nd egress, Provide more security/protection
DSS	Income Maintenance Caseworker II	\$48,295	\$26,792	\$21,504	\$21,504	New position
DSS	Interperter - salary adjustment	\$2,637	\$871	\$1,766	\$1,766	Salary adjustment
DSS	Social Worker II	\$66,580	\$17,919	\$48,661	\$48,661	New position
DSS	Custodian/Housekeeper	\$41,928	\$13,837	\$28,091	\$28,091	New position
DSS	Admin Assistant I reclass to Paralegal I	\$10,363	\$3,312	\$7,051	\$7,051	Reclass of current position
DSS	Income Maintenance Temporary Workers	\$66,007	\$47,408	\$18,599	\$18,599	New positions

REQUESTS

Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
DSS	Admin Assistant II reclass to Admin Assistant III	\$3,468	\$1,120	\$2,348	\$2,348	Reclass of current position
DSS	Program Integrity - Temporary Monies	\$24,230	\$12,115	\$12,115	\$12,115	New positions
DSS	Admin Assistant I reclass to Admin Assistant II	\$3,468	\$1,120	\$2,348	\$2,348	Reclass of current position
DSS	Telephone and Door System	\$250,000	\$87,500	\$162,500	\$0	New system
DSS	Processing Assistant IV Salary Adjustments	\$4,887	\$1,613	\$3,274	\$3,274	Salary adjustment
Outside Agency	Aurora Fossil Museum	\$5,000	\$0	\$5,000	\$5,000	Additional funds requested by agency
Outside Agency	BCDC - Beaufort Area Transit System (BATS)	\$30,000	\$0	\$30,000	\$30,000	Additional funds requested by agency
Outside Agency	Chocowinity Recreation	\$20,000	\$0	\$20,000	\$0	Additional funds requested by agency
Outside Agency	Belhaven Memorial Museum	\$2,000	\$0	\$2,000	\$2,000	Additional funds requested by agency
Outside Agency	Bath Recreation	\$1,729	\$0	\$1,729	\$1,729	Additional funds requested by agency
Outside Agency	B-H-M Library	\$9,500	\$0	\$9,500	\$9,500	Additional funds requested by agency
Outside Agency	Brown Library	\$286,022	\$0	\$286,022	-\$286,022	Additional funds requested by agency
Outside Agency	Pantego Academy Historical Museum	\$4,000	\$0	\$4,000	\$4,000	Additional funds requested by agency
Outside Agency	Christian Fellowship Enrichment	\$100,000	\$0	\$100,000	\$100,000	New funding request
Outside Agency	Citizens on Southside Together	\$1,000	\$0	\$1,000	\$1,000	Additional funds requested by agency
Outside Agency	Eagles Wings Food Pantry	\$16,000	\$0	\$16,000	\$16,000	New funding request
Outside Agency	Highway 17 Association	\$5,000	\$0	\$5,000	\$5,000	Additional funds requested by agency
Outside Agency	Higher Heights Human Services	\$5,000	\$0	\$5,000	\$5,000	Additional funds requested by agency
Outside Agency	Metropolitan Community Health Services	\$275,000	\$0	\$275,000	\$275,000	New funding request
Outside Agency	Ruth's House	\$22,500	\$0	\$22,500	\$22,500	Additional funds requested by agency
Outside Agency	Washington Senior Center	\$132,917	\$0	\$132,917	\$132,917	New funding request
Outside Agency	Washington Harbor District Alliance	\$15,000	\$0	\$15,000	\$15,000	New funding request
Outside Agency	Washington Aquatic Center	\$357,263	\$0	\$357,263	\$357,263	New funding request

REQUESTS

Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
Outside Agency	Washington Recreation	\$523,756	\$0	\$523,756	\$523,756	Additional funds requested by agency
Total of all General Fund Service Expansion Request (2% COLA is in total)		\$3,676,198	\$950,004	\$2,693,989	\$2,173,425	

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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	\$283,777	General Fund departments only. \$14,188,850 payroll at 2%.
Operational		
Capital Outlay		
Total Expenditures	\$283,777	

Revenue to offset Costs	0	
<i>Total Cost of Service Expansion</i>	<i>\$283,777</i>	

Request for Service Expansion

Title of Service Expansion: Reclass Vacant Position from Administrative Assistant II to Staff Accountant at \$0 cost to County (from pay grade 14 to pay grade 22)

Name of Department: Finance Department

Purpose and Justification: Currently, there is a vacant Administrative Assistant II position in the Finance Department. This position is not needed due to administrative support being provided by the County Administration staff, whenever needed. However, what's desperately needed is additional accounting/technical expertise within the Finance Department. This can be accomplished at a \$0 net cost to the County by drastically reducing the current part-time salaries being paid. The staff accountant would be responsible for completing duties that are currently being performed by the Deputy Finance Director and /or the CFO, allowing them to focus on higher level responsibilities and implementation of projects that will save the County money. Further, the technical expertise of a Staff Accountant will allow for cross training among the Finance Staff. Duties of the Staff Accountant would include:

- Revenue recognition - Hundreds of direct deposits and drafts hit the County's bank account on a monthly basis. The Staff Accountant would monitor these activities, daily, in order to write up journal entries and enter them into the financial software.
- Monthly bank reconciliations – The County currently has 8 bank accounts to reconcile, monthly. The Staff Accountant would be responsible for the timely reconciliation of all bank statements. These accounts have historically not been reconciled on a timely basis, causing the County to receive audit findings in this area.
- Post budget amendments adopted by the Board.
- Monitor grant funds and prepare reimbursement requests.
- Assist with W2 and 1099 preparation and review.
- Review monthly and quarterly payroll filings/returns for accuracy and completeness (941, SUTA, retirement, 401K)
- Prepare monthly sales and machinery tax returns.
- Prepare annual sales tax return.
- Assist in various posting and calculation of accounts for month end and year end closing.
- Reconcile all subsidiary ledgers to the general ledger on a monthly basis.
- Assist with budget preparation (forecasting, analysis, salary/benefit projections, etc.)
- Assist with year-end audit (completing spreadsheets, pulling audit documentation, researching/answering auditor questions, compiling and entering year end JEs etc.)

- Assist with annual workers compensation audit.
- Maintain user security for financial software.
- Maintain user security for bank accounts.
- Serve as backup for payroll processing, accounts payable processing, purchase order processing, accounts receivable billing, and tax reconciliations.
- Serves as backup for Positive Pay for operating bank account.
- Oversee collection of miscellaneous accounts receivable billing (sending delinquent notices, placing liens when appropriate, etc.)
- Provide financial accounting support to various departmental inquiries.
- Produces monthly financial reports and submits to individual departments.
- Maintain the County's fixed asset inventory and depreciation schedules.

Hiring a Staff Accountant to perform the above duties will free up time for the Deputy Finance Director and CFO to work on the following projects, in addition to their everyday duties:

- Financial Software Upgrade – The software must be upgraded before December 31, 2016. Failure to upgrade will cause year end reporting problems in the area of W2s and 1099s.
- Central Depository in Munis – A central depository need to be established in Munis. A central depository is a separate “fund” that is set up in Munis in order to account for the “share” of cash ownership of each fund.
- New Banking Services Contract – The current bank utilized for the County's general bank account has been used for over 15 years and the fees are high. Banking RFPs need to be issued; however, switching to a new bank involves an incredible amount of work.
- Positive Pay – Positive pay needs to be implemented immediately. There has been recent fraud on the County's bank account that probably would not have happened if Positive Pay were in place.
- Purchasing Cards – Purchasing cards need to be issued to individuals in management position so the County can get away from using credit cards with the generic name of Beaufort County on them. The County qualifies for a 1% rebate on these purchases.
- P – Card Mapping – Set up work in Munis needs to be done so that the purchasing card activity will interface between the Bank of America program and the financial software.
- Farugot/Munis Tax Interface – An interface needs to be developed to populate daily tax collection information into the financial software. This project requires a lot of detail mapping work by County Staff.
- Shared Calendar – A shared Finance Calendar needs to be developed so all reimbursement request and compliance reporting deadlines may be logged onto the calendar and monitored for completion.

- Munis Requisition Module – In order to improve internal controls, purchase order requisitions need to be done through the financial software module. This feature is not currently utilized.
- Staff Training – County Staff needs to be trained on various software applications, purchase order requirements, personnel matters, etc.
- Update Outdated Policies/Forms – Many policies and forms are either very outdated or non-existent. Areas to be reviewed and updated include Bad Debt Write-Off, Travel Policy, Investment Policy, etc.
- Fee Review – All County fees need to be reviewed to make sure that the fees charged are reasonable and recovering the cost of providing the service to the extent possible.
- CAFR – The County should be publishing an annual CAFR in addition to the Basic Financial Statements. This will allow for better financial transparency.
- Financial Reporting/Transparency – Financial information such as the Annual Audit and Operating Budget as well as monthly financial reports need to be posted to the County’s new website.
- Cross Training Finance Staff – Staff needs to be cross-trained in all functional areas and a designated backup should be in place for all duties.

The above projects are crucial for the Finance Department. Hiring a Staff Accountant at zero net cost to the County will go a very long way in accomplishing the goals that have been set forth by the Finance Department Staff.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$16,009	Change position from Administrative Assistant to Staff Accountant (pay grade 14 to 22) plus additional cost for LGERS & 401K
Operational		
Capital Outlay		
Total Expenditures	16,009	

Revenue to offset Costs	(14,700)	Reduce part-time salary line item from \$18,000 to \$3,300.
	(1,403)	Hire Deputy Finance Director at lessor amount.
Total Cost of Service Expansion	(\$94) savings	Net Difference

Request for Service Expansion

Title of Service Expansion: Employee Assistance Program (General Fund)

Name of Department: Human Resources

Purpose and Justification: Each year, one out of five employees faces a significant personal problem that disrupts life at home and productivity at work. It could be a child in trouble, an aging parent needing care, handling grief, an unpaid debt, relationship or substance abuse problem or a host of other issues. An Employee Assistance Program is a voluntary, confidential program that helps employees (including management) work through various life challenges that may adversely affect job performance, health and personal well-being to optimize an organization's success. Employee Assistance Programs include assessments, counseling and referrals for additional services to employees with personal and/or work-related concerns, such as stress, financial issues, legal issues, family problems, office conflicts and alcohol and substance abuse. Employee Assistance Programs also work with managers and supervisors to provide advanced planning for situations such as organization changes, legal considerations, emergency planning and response to unique traumatic events.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$6,606	General Fund: 328 Full-Time Employees and 39 Part-Time Employees @ \$1.50 per employee per month.
Capital Outlay		
Total Expenditures	\$6,606	

Revenue to offset Costs	0	
Total Cost of Service Expansion	\$6,606	

EAP Partnerships

848 Country Club Square, Rocky Mount, NC 27804 • 252-962-5477 • fax 252-962-5520
toll free 888-800-8711

SCOPE OF SERVICES

Listed below are the services currently being provided by EAP Partnerships to the employees of contracted companies.

Face-to-face individual assessment and problem resolution sessions will be available for all employees and immediate family members for such issues as depression, marital, family/child, alcohol/drug, financial, workplace, legal, stress and burnout.

Life Coaching designed to assist individuals in making life enhancing changes that support and maintain productive lives. Through coaching, individuals find clarity and confidence in themselves to achieve more of the life they seek.

Each employee will receive an EAP laminated card and brochure explaining the scope of services being provided and how to access an EAP counselor.

Each employee/family member will be scheduled an EAP appointment within three business days of request. In case of emergency, same day arrangements can be made.

The company is provided with informational material and posters to display throughout the organization.

EAP Supervisory Training will be conducted at least once per year for all management and supervisory staff who may be in a position to offer EAP services to any employee. Other educational workshops will be provided one per quarter on various topics as requested.

EAP staff will participate in employee meetings and new employee orientations as a means of explaining EAP services and promoting use of the program. Submission of short articles will be made available for company newsletters or publications to educate on topics of interest.

EAP will be available for management/supervisory consultations.

EAP will provide Critical Incident Stress Debriefing (CISD) in the case of a traumatic incident involving employees or staff members. **NOTE:** There is a 24-hour EAP on-call pager in the case of an emergency.

Company will be provided with a Quarterly Utilization Report and a list of other services provided to the organization during the period.

EAP Partnerships, Rocky Mount, NC

Request for Service Expansion

Title of Service Expansion: Additional Animal Control Field Officer

Name of Department: Animal Control

Purpose and Justification: Animal adoptions from the Beaufort County Animal Control Facility are increasing (1,400 last year), as are the number of animal complaints and investigations (700 last year). There is an increase in daily requests from dozens of rescue groups, information requests, adoption paperwork, transportation and required daily general care to the healthy, sick, and injured animals daily. Also, additional guidelines from the Department of Agriculture in the treatment and outcome of boarded animals has required more hands-on engagement with every animal boarded. Calls from law enforcement agencies, NC Wildlife officials, veterinarians and citizens of Beaufort County have increased as well. The overall increase in activity has made the need for an additional officer imperative to keep up with all the additional daily demands. Currently, the chief animal control officer, shelter attendant and two field officers cover on-call duties for the County 24/7 365 days a year, along with all the responsibilities of properly caring for the animals and maintaining the shelter.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$26,635 10,230	\$12.08/hour x 40 hours x 52 weeks Fringes (FICA, Health, 401K, LGERS, Life Ins.)
Operational	2,000	Uniforms, supplies, vehicle insurance, etc.
Capital Outlay	30,000	Vehicle for new employee
Total Expenditures	\$68,865	

Revenue to offset Costs	0	
Total Cost of Service Expansion	\$68,865	

Request for Service Expansion

Title of Service Expansion Animal Shelter Electronic Sign

Name of Department: Animal Control

Purpose and Justification: The sign at the Animal Shelter is in need of replacement. The current signage is not optimally located, is too small, and is not easily visible by passing motorist. Replacing the existing sign with a larger electronic sign, will allow patrons to easily find the Shelter and allow staff to readily change the message board to inform the public of important events. We believe a more appealing sign will bring more traffic into the Shelter and further increase adoption rates, saving money in other areas.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$1,200	\$100 per month for electricity
Capital Outlay	\$28,000	New electronic sign including shipping, erection, electrical, etc.
Total Expenditures	\$29,200	

Revenue to offset Costs	0	
<i>Total Cost of Service Expansion</i>	<i>\$29,200</i>	



Robson Corporation "THE BEST BUY IN SIGNS" 2231 Whitfield Park Loop Sarasota, FL 34243
 1-800-770-8585 1-941-753-6935 Fax: 1-941-756-8912

DESIGN: #172687 CODE: 03-1416-SMB-GCV-5/8 5x10-32-2L10-FCV

APPROVED BY: _____
 DATE: / / _____
This is an original, unpublished drawing, submitted in connection with a project we are planning for you. Please do not copy or show it to anyone outside of your organization without written permission from Robson Corporation.

12'-6" MOUNTED HEIGHT

Order Form

Robson Corporation

2231 Whitfield Park Loop
Sarasota, Florida 34243

CALL: 800-770-8585
FAX: 941-756-8912

The Highest Quality Sign Available, And At A Price You Can Afford!!!

Buy direct and save!

Name Billy Lassiter Phone 252-946-4517
Address 3931 US Hwy 264 E. Phone _____
City Washington State NC Zip 27889
NAME AS IT IS TO APPEAR ON SIGN Beaufort County Animal Control

Model Communicator FCV Special

COLOR SELECTION: Face Color TBD
Cabinet Color TBD

**Plus: Lifetime Warranty
On Cabinet & Frame**

(see warranty for details)

Design Selection: Custom 32
LED Digital

Full Color Video
16mm
32 x 176 Matrix
20" x 111" Display

Size Selection: 6.5' x 10' x 12.5'

**Custom Colors, Designs, &
Sizes Are Available**

- FCV = Full Color Video Display
- FCV Manufactured by Robson
- Integrated EMC
- Easy to use Software
- Wi Fi Wireless
- 5 Year Warranty on EMC
- Double Sided
- Cowling
- Graphic Capability: Text, Graphics, Logos, Basic Animation, Multiple Font
- Video Technology
- DuPont Powder Coat Finish
- 3M Graphics
- GE Solar Grade Lexan
- Aluminum Structural Support
- Aircraft Grade 6061-T6
- Structural Aluminum
- **Four** Internal Cooling Fans
- 230 Levels Dimming Display
- 3 LEDs Per Pixel
- Internal Illumination

Total Investment Only! \$22,698.25

(Price Valid For 30 Days)

Initial Investment \$11,349.13

(Normally 50% Minimum)

Balance \$11,349.13

(Due on receipt of final invoice)

Ship to:

Name Beaufort County Animal Control
Address 3931 US Hwy 264 E.
City Washington State NC Zip 27889

Note: Actual freight will be added to final invoice. Any applicable state sales tax may be added unless a copy of your tax exempt certificate is included. Customer is responsible for engineering, permit, electrical hook-up and installation.
Robson Delivery and Crane Set = \$1,765.00

Accepted By x _____ Date _____
Robson Authorized Signature x Grant Vosburg Date 3/14/2016

Specifications for Full Color Video with Powder Coated Aluminum Identification Panels

General Specifications:

- Entire frame work of the sign will be manufactured using 6061-T6 structural grade aluminum. It will be a single, one piece, and entirely welded. Guaranteed to never rust!
- Entire sign will be high pressure washed, etched and DuPont powder coated. Guaranteed not to fade, peel, or chip.

Electronic Message Display Full Color Video (LED) Specifications:

- Double sided LED display will be fully integrated within 9" cabinet extrusion.
- Thermostatically controlled fans will be used for cooling.
- EMC size: 26" x 111"
- EMC matrix: 32 x 176
- Pixel pitch: 16 mm
- 5,632 Pixels per side, (16,896) per side
- Pixel arrangement: 1 red, 1 green, 1 blue
- LED lifetime: 120,000 Hours
- Full Color Video capabilities with unlimited shades of color.
 - Brightness control: 256 Levels (manual or automatic)
 - Multiple text color capabilities
 - Multiple graphic animation capabilities
 - Streaming video capabilities
 - Audio capabilities are optional
 - AM radio capabilities are optional
 - Viewing angle – horizontal: 152 degrees
 - Viewing angle – vertical 90 degrees
 - Multiple text line capabilities
- Internal computer with Windows 7 Pro-Series 32 bit software

Cabinet Specifications:

- Double sided electronic message area will be fully integrated in sign cabinet
- Extruded 1/8 inch wall aluminum cabinet will be used
- Heliarc welded inside and out with mitered corners
- DuPont acrylic powder coated color finish 3.0-4.0 mils in thickness will be used.
- High pressure washing and etching will be done prior to electrostatic powder coating
- Finish will be guaranteed not to fade, chip, or peel. See warranty for details.
- Cabinet Size: Custom (see rendering) x 9' depth (includes internally illuminated header electronic message center.)

Face Specifications:

- Sign faces should be powder coated, clear coated and use a minimum of 1/8 inch GE solar grade lexan.

- **3-M brand pressure sensitive high performance vinyl** shall be used and applied to second surface. Graphics also applied to second surface reflective vinyl.

Software Control Specifications:

- Compatibility with Microsoft Operating Systems
 1. Windows 2000 or newer
 2. Windows XP or newer
- Installation via CD ROM
 1. Adjustable speed parameters
 2. Adjustable communication parameters
- **RF Wireless Communication Included**
- **Sign Communication: Wireless Wi-Fi**
- Message Formatting
 1. Preformatted message routines, ready for text
 2. Variable display speed within formats
 3. Variable display color within formats
 4. Variable display hold time within formats
- Graphics Storage and Display
 1. Stored content for Full Color Video or Full Color Video Displays
 2. Stored content for animations
 3. Stored content for graphics
- Imports of new message formats, graphics, and animations
- Messaging sequencing
 1. Instant storage and activation of sequences
 2. Sequences to include text and graphics
- Special Applications Adaptability
 1. Interactive sports scoreboard
 2. Custom applications available from manufacturer
- Password control access

Warranty:

- **Entire framework and faces shall be warranted for lifetime** against faulty workmanship, defective materials, or rust.
- **Polycarbonate faces shall be warranted for the life of the sign.** Damages that result from complete destruction of the sign are not covered. Damage from gun shots is not covered.
- Electrical components warranted for the life of the sign. Manufacturer will be responsible for replacement of faulty components. Lamps are not covered.
- Damages that result from complete destruction of the sign are not covered. Damage from gun shots is not covered.
- **The LED Electronic Message Area shall be warranted for 5 years** from date of delivery against defects in materials, workmanship, and brightness.

Request for Service Expansion

Title of Service Expansion: Reclassification of Position and Wage Increase

Name of Department: Soil and Water Conservation

Purpose and Justification: The Beaufort Soil and Water Conservation District's Board of Supervisors requests that their Administrative Assistant I (Grade 12) position be reclassified as an Office Manager (Grade 17) position. The current Administrative Assistant I was assigned the role of Department Head in 2006 in addition to her regular administrative duties. As a Department Head, she supervises two employees in the department whose pay grades exceed hers. This Board of Supervisors would like to see their employee fairly compensated for the work she accomplishes.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$8,390	The Beaufort Soil and Water Conservation District's Board of Supervisors fully supports the reclassification of their Administrative Assistant I (Grade 12) to Office Manager (Grade 17). An increase in wages is also supported. This Board requests that her salary be increased to a Grade 17 range and that she be compensated the maximum allowed according to Beaufort County policy.
Operational		
Capital Outlay		
Total Expenditures	\$8,390	

Revenue to offset Costs	0	
<i>Total Cost of Service Expansion</i>	<i>\$8,390</i>	

BEAUFORT SOIL AND WATER CONSERVATION DISTRICT

Agricultural Center • 155C Airport Road • Washington, NC 27889-9684
Phone: (252) 946-4989 • Fax: (252) 946-2501

Board of Supervisors

James E. Allen
C.A. "Lex" Mann, Jr.
Hiram O. Paul, Jr.
Joe E. Rogers
Tracy B. Warren

April 19, 2016

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

Dear Mr. Alligood:


Under closed session during the Beaufort Soil and Water Conservation District's Board of Supervisors meeting on April 18, 2016, our Administrative Assistant I, Ann L. Williams, brought to our attention some concerns she has with her present job classification and salary. Ann has also discussed her concerns with Deloris Creasman, Human Resources Manager.

Ann began employment with us on February 1, 2002 as a Senior Administrative Support Specialist. During 2006, rules changed within the USDA-Natural Resources Conservation Service which prevented Rodney Woolard, our District Conservationist, from serving as Soil and Water Conservation's Department Head. Based on her performance, Rodney recommended to us that Ann be assigned the duties of Department Head. This District's Board of Supervisors approved his recommendation. On November 13, 2006, Beaufort County's Board of Commissioners approved the change. Ann assumed the role of Department Head in addition to her normal administrative duties. She has served this District's Board and Soil and Water Conservation well.

On behalf of the District's Board of Supervisors, I offer our full support to Ann. With information that this Board has been provided, we request and recommend that Ann's job position be reclassified from Administrative Assistant I (Grade 12) to Office Manager (Grade 17). Additionally, we recommend and request that Ann's salary be increased to a Grade 17 range as well and that she be compensated the maximum allowed according to Beaufort County policy.

This Board is comfortable with the requests made above. We feel that Ann is very deserving of these changes. We're open to any questions you might have and any discussion you feel necessary.

Sincerely,

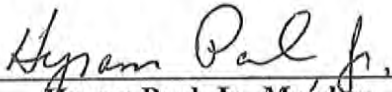

James Allen
Chairman

JA
xc: District's Board of Supervisors
Deloris Creasman

BEAUFORT SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS


Joe Rogers, Vice Chairman


Lex Mann, Jr., Secretary-Treasurer


Myram Paul, Jr., Member


Tracy Warren, Member

Request for Service Expansion

Title of Service Expansion: Beaver Management Assistance Program (BMAP)

Name of Department: Soil and Water Conservation

Purpose and Justification: Discontinue the current Beaufort County Beaver Bounty Program and replace it with the Beaver Management Assistance Program (BMAP) through the North Carolina Wildlife Resources Commission. Participation in this cost share program will better assist Beaufort County landowners with costs associated with the removal of beavers and their dams from damaged property.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$4,000	BMAP will provide cost share assistance to Beaufort County landowners with the removal of beavers damaging their property. For specific cost share fees, landowners will have access to wildlife specialists who can assist them with the removal of beavers and their dams from their property. Beaufort County's current bounty program provides no assistance from a wildlife specialist and pays only \$10 per beaver tail turned in to the Soil and Water Conservation Office by the landowner.
Capital Outlay		
Total Expenditures	\$4,000	

Revenue to offset Costs	\$1,000	Discontinuing existing \$1,000 County program
Total Cost of Service Expansion	\$3,000	



☒ North Carolina Wildlife Resources Commission ☒

Gordon S. Myers, Executive Director

March 31, 2016

The Beaver Management Assistance Program (BMAP) established in G.S. 113-291.10 requires counties to notify the North Carolina Wildlife Resources Commission (WRC) in writing if interested in participating in the cost share program to aid landowners having problems with beaver damage. Attached you will find the BMAP Obtaining Services and Policies and Procedures explaining the program.

Counties need to notify us by completing and returning the enclosed "Request for Services" form (via email or USPS) no later than **July 1st, 2016**. A total of \$4,000.00 will be due upon receipt of the invoice which will be sent July 15, 2016 in order to participate for the period of October 1, 2016 through September 30, 2017.

Sincerely,

A handwritten signature in cursive script that reads "Ann M. May".

Ann M. May
Chair, Beaver Management Assistance Program Advisory Board
N.C. Wildlife Resources Commission, Div. Wildlife Management
1722 Mail Service Center
NCSU Centennial Campus
Raleigh, NC 27699-1722
Phone-(919)707-0068, Email- ann.may@ncwildlife.org

cc: Mr. Todd Menke, North Carolina Assistant State Director, USDA/APHIS/Wildlife Services

Enclosures: FY 2016 BMAP Obtaining Services Leaflet
FY 2017 BMAP Policies and Procedures

Gordon S. Myers, Executive Director

NORTH CAROLINA BEAVER MANAGEMENT ASSISTANCE PROGRAM (BMAP) FY 2017 (OCTOBER 2016 – SEPTEMBER 2017) POLICIES AND PROCEDURES

The North Carolina Beaver Management Assistance Pilot Program, later known as the Beaver Management Assistance Program (BMAP), was established in November 1992. Since that time the program has grown more than tenfold from four participating counties during the Pilot Program to 45 in federal FY 2016. At the same time, BMAP services to the North Carolina Department of Transportation (NCDOT) have been provided to all 100 counties starting in federal FY 1998. To ensure that program administration and operation are clear, the BMAP Advisory Board has compiled and approved the following policies and procedures.

HISTORY OF BEAVER IN NORTH CAROLINA

Historically, beaver were considered a valuable natural resource and were an extremely important part of the North Carolina economy. Well into the 1800's, beaver fur was the primary item of trade and without trapping or hunting regulations, beaver were trapped to near extinction by the late 1890's.

In 1939, in an effort to assist the public and effectively manage wildlife and natural resources in the state, the North Carolina Department of Conservation and Development (the predecessor of the North Carolina Wildlife Resource Commission) (NCWRC) obtained 29 beaver from Pennsylvania and released them in North Carolina on what is now the Sandhills Game Lands. Because of economic and aesthetic values, public demand for beaver restocking remained high and restocking programs were continued between 1951 and 1956 with an additional 54 beaver being stocked over a nine-county area. The restocking and management efforts of the NCWRC were successful, and by 1953 there were an estimated 1,000 beaver over a seven-county area in the state. Today, beaver occupy watersheds throughout nearly the entire state with estimated statewide populations over 500,000.

While beaver populations are thriving and expanding throughout the state, resource use practices have changed, and there is no longer as high a demand for beaver products as there once was. This has resulted, in some areas, in beaver populations expanding to levels where they are in conflict with the health, safety, and livelihood of people.

In the early 1990's, state and county agencies and the public had few places to turn for relief from beaver damage as private trappers were few and far between and generally conducted beaver damage control activities only as a hobby or part time job. In the early to mid-1990's at least three North Carolina counties attempted to use bounties to reduce beaver damage. These efforts proved to have little effect on alleviating specific beaver damage problems.

CREATION OF THE BMAP

Responding to public complaints and requests for assistance, the 1991 Session of the North Carolina Legislature created the North Carolina Beaver Damage Control Advisory Board effective July 1, 1992. The Board is composed of the administrative heads, or their designees, of the NC Wildlife Resources Commission (Chair), NC Department of Agriculture and Consumer Services, NC Forest Service, NC Division of Soil and Water Conservation Division, NC Cooperative Extension Service, NCDOT, NC Farm Bureau Federation, NC Forestry Association, and U.S. Dept. of Agriculture's Division of Wildlife Services. The Board was mandated to develop a program to manage beaver damage on public and private lands. This includes developing a priority system for responding to beaver damage complaints, developing a system for documenting activities, providing educational programs, providing for the hiring of personnel, evaluating the costs and benefits of the program, and advising the NCWRC on its implementation. Utilizing the expertise of NCWRC and Wildlife Services personnel, considering the past history of beaver damage management efforts in the state, and drawing on the experiences of other states, the Advisory Board created the Beaver Management Assistance Pilot Program in

November 1992. The primary focus of the program was oriented towards public health and safety and assistance to landholders experiencing beaver damage problems. The program was structured to be flexible, fair, and feasible. Because of practical and ecological considerations, the program was designed to assist the NCDOT, landholders, and others to address specific beaver damage problems rather than to eradicate beaver populations over wide areas. The key to the success of the program was the active participation of the NCWRC, Wildlife Services, counties, landholders, Cooperative Extension Service and NCDOT personnel. Because of the success of the pilot program, the name was changed to the Beaver Management Assistance Program (BMAP) in 1995.

PROGRAM IMPLEMENTATION

The North Carolina Wildlife Resources Commission implements the program. Wildlife specialists use an Integrated Wildlife Damage Management approach in which a combination of methods may be used or recommended to reduce wildlife damage. Wildlife specialists use proven beaver damage management techniques and equipment to alleviate beaver damage. Whenever feasible, the use of non-lethal techniques is recommended and/or implemented; however, lethal beaver removal techniques are the predominant methods used. Wildlife specialists encourage landholders not to remove beaver if they determine such activities would result in little or no benefit to the landholder. Due to practical and ecological considerations, the NCWRC does not permit relocation of beaver within the state.

When conducting lethal management activities, beaver are the target species. Trapping is the primary tool for removing beaver from public and private property. Beaver damage management techniques are used selectively to ensure public safety and minimize detrimental effects on other animals. Animals captured other than nutria (an undesirable species not native to North America) and muskrat (can damage habitat, cause bank erosion) are released whenever possible. Beaver are offered to the landholder, disposed of in a sanitary manner, or sold, when practical and feasible, to provide additional funding for the BMAP. Some may be kept for future research, study or educational needs, or other purposes. When necessary to alleviate flooding, beaver dams are removed by wildlife specialists using hand tools or explosives. All wildlife damage management activities that take place are undertaken according to relevant laws, regulations, policies, orders, or procedures.

The performance of beaver damage management actions by Wildlife Services comply with the National Environmental Policy Act, the Endangered Species Act, and all other applicable environmental statutes. In October 2001 an Environmental Assessment (EA), *Aquatic Rodent Damage Management in North Carolina*, covering beaver damage management activities conducted by Wildlife Services throughout the state was finalized. In March 2007 the EA was updated and a new *Decision and Finding of no Significant Impact* was issued. In January 2013 the EA was reviewed (monitoring report) and updated. A new EA is being developed and scheduled to be completed in early 2015 to meet new national environmental standards.

COUNTY PARTICIPATION

County participation is required before any direct beaver damage management assistance is provided to landholders under the BMAP. Participation in the program is currently open to all North Carolina counties. Counties must renew participation annually. In April of each year, the NCWRC sends a letter to each county advising it of program eligibility. To participate, a county must respond by established deadlines as set forth by the Advisory Board or general statute. General Statute 113-291.10 requires that a county wanting to participate in the program in a given fiscal year shall provide written notification of its wish to participate and shall commit \$4,000 in local funds no later than September 30th prior to the beginning of the given fiscal year. Counties not in the program the previous fiscal year who elect to participate in the program will be eligible to receive BMAP services starting in October or November of the given fiscal year.

Questions concerning county participation or program operations should be directed to either the Wildlife Services office in Raleigh at (919) 786-4480 or the NC Wildlife Resources Commission Division of Wildlife Management office in Raleigh at (919) 707-0050.

BMAP ASSISTANCE IN PARTICIPATING COUNTIES

BMAP participating counties can expect to receive service based on the number of counties opting to participate in any particular fiscal year and the amount of funding the program receives. In FY 2016, 45 counties are expected to participate. The \$4,000 a county contributes is a participation fee which allows private landholders the opportunity to participate in the cost share BMAP. Services provided will be on both public (DOT) and private lands in the county. Counties may expect to receive on average 11 to 15 agreements (5-7 non-DOT and 6-8 DOT) being completed in a given FY under the participation fee based on the historical demand, the number of participating counties, the current funding level, and the program's ability to meet the increasing demands. Due to health and safety concerns, NCDOT agreements will continue to receive priority but response time may vary depending on the number of public and private agreements backlogged to ensure equity of services being provided. NCDOT priority agreements are defined as an emergency if water is going over roads or water is threatening to reach the road within the next twenty-four hours. Some BMAP participating counties may receive varying amounts of services depending on the demand in that county.

ADDITIONAL ASSISTANCE IN PARTICIPATING COUNTIES

Participating counties occasionally request beaver management services for landholders in addition to those received under the BMAP. Generally, requests for additional assistance require hiring additional experienced personnel, which is inherently difficult, especially if such a request is for seasonal or less than full time work. If Wildlife Services is able to accommodate such requests, any additional work provided landholders in the county will follow BMAP guidelines, with only specific beaver damage problems being addressed, and the landholders paying the cost share as outlined under the section entitled "Landholder Cost Share in Participating Counties." Cost share fees paid by individual landholders will be used to support the overall BMAP. Any county requesting additional assistance pays full program costs (labor, vehicle usage, supplies and equipment, etc.). In addition, both landholders and the DOT will receive services. To receive additional services, a county must enter into a cooperative service agreement with Wildlife Services with payment going directly to Wildlife Services, not the NCWRC.

ASSISTANCE TO LANDHOLDERS IN NON-PARTICIPATING COUNTIES

Landholders and others residing in nonparticipating counties (counties electing not to pay the \$4,000 cost share) are ineligible to receive BMAP services. Wildlife Services may, however, enter into beaver damage management cooperative service agreements with these landholders separate from the BMAP. Full costs of services provided under these agreements are paid by the landholder.

BMAP ASSISTANCE TO NCDOT IN NON-PARTICIPATING COUNTIES

BMAP services are conducted for the NCDOT in all North Carolina counties regardless of a county's participation in the program. In counties where NCDOT work is done, NCDOT may expect to receive on average 6 to 8 agreements being completed in a given FY under the current funding levels, historical demand, the number of counties worked, and the program's ability to meet the increasing demands. NCDOT may prioritize agreements based on their needs by Division as response time will vary depending on location of personnel and number of NCDOT agreements backlogged to ensure equity of services being provided. Some non-participating counties may receive varying amounts of NCDOT services depending on the demand in that county.

BMAP ADMINISTRATION AND FUNDING

Administrative authority for the BMAP rests with the NCWRC, but enabling legislation allows the NCWRC to transfer program administration, upon agreement, to Wildlife Services. Presently, Wildlife Services administers the BMAP according to the plan developed by the Beaver Damage Control Advisory Board and approved by the NCWRC. Administration of the BMAP follows the federal fiscal year (October through September).

Funding for the BMAP comes from the NCWRC, the NCDOT, county governments, Wildlife Services and private sources, making the BMAP a truly cooperative effort. County funding is collected directly by Wildlife Services. The NCWRC and NCDOT enter into a cooperative service agreement with Wildlife Services to conduct the work.

STATE COST SHARE

The NCWRC and the NCDOT will maintain the same level of funding for the BMAP in federal FY15 as the previous year in the amount of \$385,000 and \$450,000 respectively. There are no additional cost share charges to the NCDOT relating to beaver damage management along state-owned highways, roads, and bridges throughout North Carolina. If beaver damage management work must be conducted on adjacent properties to resolve a problem affecting NCDOT right-of-ways, those landholders are not charged for services.

COUNTY COST SHARE

General Statute 113-291.10 sets a \$4,000 cost share a county government must pay so that landholders, businesses, and others residing in that county are eligible for services. Counties paying the \$4,000 cost share are considered participating counties. All county cost share fees are made payable to the US Dept. of Agriculture c/o the NC Wildlife Resources Commission, NCSU Centennial Campus, 1751 Varsity Dr., Raleigh, NC 27606 ATTN.: Beaver Management Assistance Program.

LANDHOLDER COST SHARE IN PARTICIPATING COUNTIES

For purposes of this document, landholders who request BMAP services in a participating county are those who own/lease land or operate a business in that county. This includes public- and private-owned businesses, municipalities, county governments, soil and water conservation districts and others. Landholders in participating counties requesting BMAP services are required to pay a cost share for services as set by the Beaver Damage Control Advisory Board. This cost share fee also applies to landholders receiving beaver damage management services through cooperatively funded agreements between counties and Wildlife Services where the county fully funds the beaver damage management work. (See "Additional BMAP Assistance in Participating Counties.")

Landholder cost share fees are billed and collected by Wildlife Services or the county, are paid for by the county, or are indirectly collected by the county through a local tax where a county funds the landholder cost share fees. Only counties paying for a full time employee or more in additional assistance above and beyond that received through the BMAP are given the option to collect cost share fees directly from the landholder. In those cases, Wildlife Services does not collect any additional cost share fees. All landholder cost share fees collected by Wildlife Services are made available to the BMAP through a separate trust fund agreement.

The BMAP Advisory Board set the landholder cost share at \$25 for each separate site visit a wildlife specialist makes to a landholder's property or properties. There is no charge for the initial assessment which is defined as the time spent with a landholder whether in person or over the phone to discuss the BMAP and sign the paperwork. A site visit is defined as a trip to a landholder's property or properties during which time beaver damage management activities occur. A site visit may last an entire day (as might be the case when initially setting traps on a property), or as little as 15 minutes. Landholders are also charged \$125 for beaver dam

removal. Landholders requesting BMAP services requiring beaver damage management work on adjacent lands are required to provide for payment of those services. Additionally, written permission from adjacent landholders is required. After 15 visits to a specific landholder's property in any given fiscal year, the landholder is required to pay full costs for BMAP services.

FEDERAL COST SHARE

In FY 2016, Wildlife Services will fund \$25,000 towards the BMAP. This is also the minimum federal funding requirement set forth in NC G.S.113-291.10 (f).

REQUESTS FOR ASSISTANCE

Landholders should make requests for assistance through their local cooperative extension service office or, in some cases, their local soil and water conservation district office or other designated contact. Each year a BMAP leaflet listing telephone contacts, by county, is distributed to all interested parties.

Requests for technical assistance, educational programs, and similar activities are given high priority and are provided at no cost to cooperators and the general public. Technical assistance includes recommendations, advice, and hands-on training aimed at teaching interested landholders and others how best to alleviate problems caused by beaver. Instructional materials are available for distribution statewide. Educational programs on beaver ecology and management are presented statewide.

Requests for direct assistance (wildlife specialists doing the work) are generally addressed on a first-come, first-served basis with top priority addressing threats to public health and safety, particularly along highway right-of-ways. Requests for help on state and county property and along highway right-of-ways should be made directly to the wildlife specialist. In general, the following priority rankings are observed when responding to requests for direct assistance:

- 1) State highways, roads and bridges
- 2) County-owned property in participating counties
- 3) Landholders in participating counties
- 4) Cities/municipalities in participating counties
- 5) Industrial/corporate landholders and landholder associations
- 6) Other lands

The following criteria define eligible locations for an NCDOT agreement to assist NCDOT and adjacent landholders:

- NCDOT rights-of-way impacted from flooding as a result of beaver dams
- NCDOT culverts or bridges blocked with beaver dam debris
- Beaver activity including digging or burrowing in road beds along NCDOT rights-of-way

Logistic or travel cost considerations may require that some requests be worked out of order. In special cases, priority work areas may be established as determined by the wildlife specialists. Whenever possible, all requests for assistance will receive an initial response by telephone within 72 hours. Time of site visits and field work will vary according to current workloads.

Before assistance begins, a wildlife specialist makes an initial assessment with all relevant landholders to determine the extent of the problem caused by beaver, if any, and makes recommendations on the best course of action for addressing the damage problem. At this time the wildlife specialist offers to teach the landholder(s) how to address the problem including hands-on training on the landholder's property. If the landholder is unable or uninterested in conducting the work and requests that the wildlife specialist conduct the work, the

wildlife specialist estimates the time and cost share the landholder must pay to receive the beaver management services. The landholder(s) signs an agreement that includes the estimated costs, the type of activities to be conducted on his/her land (e.g., trapping, shooting, installation of water control devices), and the granting of permission to work on his/her land.

Wildlife specialists do not remove beaver and their dams if such activities are expected to have little benefit in protecting timber, agricultural interests, roadways, other property such as sewer systems or waste water treatment facilities, or protecting human health and safety. Sometimes a beaver damage problem affecting a landholder originates on adjacent properties not owned by the landholder. In these cases the landholder requesting the services pays for any work done on those adjacent properties. Further, wildlife specialists will work on adjacent lands only if written permission is received from adjacent landholder(s).

LANDHOLDER GUARANTEE

BMAP activities are guaranteed for 30 days following the completion of a project. If a problem recurs within the guarantee period, the project is reworked at no additional charge.

PERSONNEL AND REPORTS

BMAP WILDLIFE SPECIALISTS

Wildlife specialists are hired by, and work directly for, Wildlife Services. The number of wildlife specialists hired as full-time or part-time employees is determined by the BMAP budget. Wildlife specialists generally work year-round as weather and other conditions allow.

Demand for beaver damage management activities on public and private lands vary throughout the year with the least demand coming during the summer months. During such slow periods, BMAP wildlife specialists occasionally work on non-BMAP related projects that might be available. All costs (salaries, vehicle usage, supplies, equipment, etc.) associated with such work are covered by the other project, resulting in a cost savings for the BMAP. This is a definite advantage to BMAP customers as additional BMAP services can be offered during the more critical times of the year such as the winter season.

SUPERVISION AND RECORD KEEPING

Wildlife specialists are supervised out of the USDA Wildlife Services District Offices located in Greenville, Statesville and Whiteville.

Wildlife specialists and supervisors maintain records of all appropriate BMAP information with records based on the federal fiscal year. Information is provided to the NCWRC during periodic Advisory Board meetings. An annual report documenting all activities during the federal fiscal year (October through September) is provided to the Advisory Board and the NCWRC no later than December 31 following the end of the federal fiscal year. County officials are also kept informed of progress through periodic meetings and/or reports.

Landholders are kept updated about ongoing work on their property. Once a project is complete, the landholder is sent an invoice listing the beaver management activities conducted on his/her land including numbers of beaver and/or beaver dams removed, number of site visits, work start and stop dates, and cost. Landholders are given 30 days following billing to pay their cost share. Landholders not paying for services will be ineligible for any future services.

Updated March 16, 2016

USDA is an equal employment provider and employer.



OBTAINING SERVICE

October 2015 - September 2016



Beaver Management Assistance Program

Since the first successful reintroduction of beaver into North Carolina in 1939, populations in the state have increased dramatically. Along with this population expansion has come an increase in benefits derived from beaver (for example, increased wetland habitat for a variety of plant and animal species, reduced downstream sedimentation, and improved water quality). However, detrimental impacts of beaver have also increased. For example, in 2015 landholders in eastern North Carolina reported that beaver damage to roads, agriculture and timber lands, drainage systems, landscape plantings, and other property exceeded \$7.06 million. In 2014-15 the North Carolina Department of Transportation (DOT) spent over \$1 million to repair roads damaged by beaver activities.

To address some of these problems, the North Carolina legislature in 1992 created the Beaver Damage Control Advisory Board with the charge to develop, implement, and oversee a program to manage beaver damage on public and private lands. The nine-member Advisory Board, composed of representatives from state and federal agencies and the private sector, established the Beaver

Management Assistance Program (BMAP). A major goal of the BMAP is to educate the public and participating landholders about the best strategies for managing beaver damage including the pros and cons of removing beaver or using pond levelers, exclusion, or other non-lethal techniques. Wildlife specialists conduct programs and workshops on beaver damage management and beaver ecology for civic and professional organizations, schools, landholder groups, and others. When beaver damage is intolerable, wildlife specialists alleviate the damage by removing the offending animals and their dams using humane and environmentally acceptable methods or by using pond levelers, exclusion, or other non-lethal techniques.

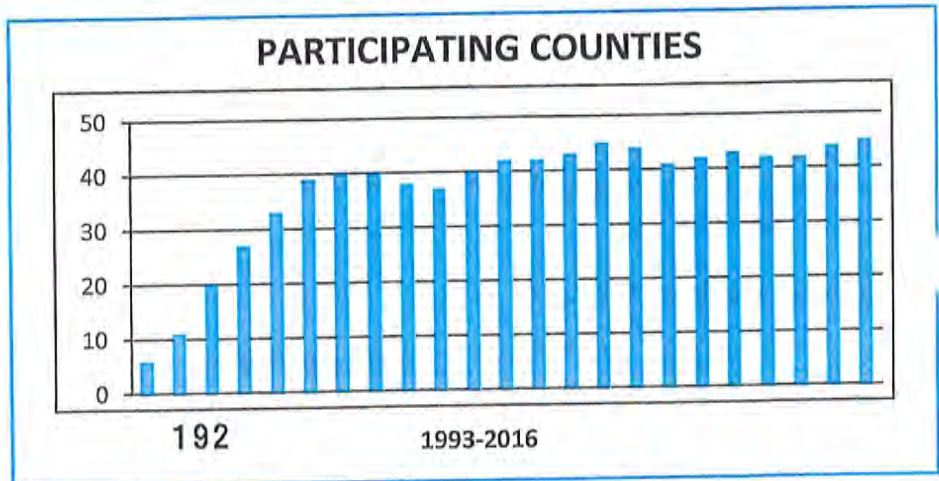
Customers

The BMAP assists the DOT, city and county governments, soil and water conservation districts, private landholders, and others with beaver

problems. The program is run by USDA Wildlife Services through a cooperative agreement with the North Carolina Wildlife Resources Commission and DOT. Funding comes from state, county, federal, and private sources.

How to Participate

All counties are eligible to participate in the program through an annual cost share assessment of \$4,000 per county. Presently, 4 counties participate in the program. Individuals residing in these counties may obtain assistance with beaver damage by contacting their county Cooperative Extension or Soil and Water Conservation District office (listed on the back of this page). Statewide assistance with beaver damage problems is also provided to the DOT. All requests for assistance receive an immediate response, but due to current workloads the start of direct assistance activities may vary.



Cost Share

Participants in the program pay a small cost-share fee for services. This cost-share fee is \$25 for each visit to their property. There are no charges for travel time. There is also a \$125 charge for dam removal. Wildlife specialists average about 10 visits over a 30-day period to resolve a beaver problem. After 15 visits to a landholder's property in any one year, costs increase. There is no charge for the initial assessment which includes time spent discussing the program and signing paperwork. During this assessment the wildlife specialist discusses with the landholder the positive and negative impacts of beaver and recommends the best course of action. If damage management activities are recommended, time and costs are estimated and the wildlife specialist begins work. Landholders wishing to conduct their own work are provided individualized training at no cost.

Assistance Priorities

Requests for assistance are handled on a first-come, first-served basis with top priority addressing threats to public health and safety, particularly along highway rights-of-way and county-owned property. Work for individual landholders is next, followed by work for soil and water conservation districts, municipalities, corporate landholders, and others.

Additional Information

For additional information about the Beaver Management Assistance Program, please call or write the USDA Wildlife Services at 6213-E Angus Drive, Raleigh, NC 27617, tel. 866-487-3297, or the NC Wildlife Resources Commission, Division of Wildlife Management at 1751 Varsity Drive, Raleigh, NC 27606, tel. 919-707-0050.

In FY 2015 BMAP activities prevented the loss of, or damage to, \$7.06 million in resources; \$6.55 saved for each \$1.00 spent.

To Request Assistance

Bertie	252-794-5317
Bladen	910-862-4591
Camden	252-338-1919 Ext 262
Carteret	252-222-6352 - Todd
Catawba	828-465-8240
Cleveland	704-482-4365
Columbus	910-642-2196 Ext. 3
Craven	252-633-1477
Cumberland	910-321-6860
Duplin	910-296-2120 Ext. 3
Edgecombe	252-641-7821
Franklin	919-496-3344
Gates	252-357-1400
Granville	919-603-1350
Greene	252-747-3705 Ext. 3
Halifax	252-583-3481
Harnett	910-893-7530
Henderson	828-694-6526
Hoke	910-875-3461
Iredell	704-872-5061 Ext. 3
Jackson	828-586-4009
Johnston	919-989-5380
Lee	919-775-5624
Lenoir	252-527-2191
Martin	252-789-4370
McDowell	828-652-7121 Ext 375
Nash	252-459-9810
New Hanover	910-798-7660
Northampton	252-534-2711
Onslow	910-455-0181
Pamlico	252-745-4121
Pasquotank	252-338-3954
Pender	910-259-1235
Perquimans	252-426-5545
Pitt	252-902-3250
Robeson	910-671-3022
Rutherford	828-287-4220 Ext. 3
Sampson	910-592-7161
Union	704-283-3801
Vance	252-438-8188
Wake	919-250-1050
Warren	252-257-3640
Washington	252-793-4561 Ext. 3
Wayne	919-731-1521
Wilson	252-237-5147 Ext. 3

RESOURCES SAVED FROM BEAVER DAMAGE

October 2014 - September 2015



- Timber/Crops/Other Agriculture Resources
- Roads/Bridges
- Drainage Control Structures
- Other



Updated December 29, 2015



☒ North Carolina Wildlife Resources Commission ☒

BEAVER MANAGEMENT ASSISTANCE PROGRAM
County Contact Information

Check the county contact information below and make changes in the spaces provided.

Current Information

Updated Information

County: Beaufort	
BMAP Contact Name: Brian Alligood	
Address: 121 West 3rd Street	
City: Washington, NC	
Zip: 27889	
Phone: (252) 946-0079	
Email Address: brian.alligood@co.beaufort.nc.us	

____ **No**, our county does not wish to participate in the Beaver Management Assistance Program for the 2009-2010 year.

(Please Print Name and Title)

Signature

____ **Yes**, our county wishes to participate in the Beaver Management Assistance Program for the 2009-2010 year. If your County chooses to participate, please advise the telephone number County Residents should use to obtain services _____.

(Please Print Name and Title)

Signature

Request for Service Expansion

Title of Service Expansion: Radio System Multiplexer

Name of Department: Emergency Management

Purpose and Justification: Given the ever changing communications systems available throughout the Department of Homeland Security and the commercial market, it has become necessary for the Emergency Operations Center to upgrade its internal equipment. With the decision to not place the backup PSAP at this location we have a responsibility to insure the EOC has the ability to communicate with multiple radio systems in a smooth seamless manner during a disaster situation. A radio system multiplexer will allow the EOC to utilize one multi-service antenna to gather and disseminate communications efficiently between multiple radio systems. Life expectancy of the multiplexer is ten plus years with little expenditure for maintenance other than a radio programming license fee. We will reduce greatly our RF signature from the EOC and increase our signal output capability through a combination of radio signal output and reduction in multiple antenna bounce we currently experience. The multiplexer will give us the ability to input up to six VHF frequencies, one UHF frequency, two high frequency (700 or 800vhf) and the ability to integrate cell phone and visual inputs and outputs. The equipment will be fully compatible with any equipment upgrades being discussed by the 911 radio committee and the next expected FCC frequency modifications.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$500	Cost per year for computer/radio software programing license fee after first year.
Capital Outlay	\$21,118	Technical capabilities include those listed above plus the incorporation of Secure and Non-secure radio traffic plus the multiplexer is controllable through a computer.
Total Expenditures	\$21,618	This system is designed with expansion in mind and allows our EOC to communicate with multiple agencies on different types of communications platforms.

Revenue to offset Costs	0	This agency has inquired about Federal Grants in the past for this type of equipment, but has not been approved for the past ten funding cycles.
Total Cost of Service Expansion	\$21,618	This radio system is utilized or emulated in many EOC's and PSAP/911 Centers in North Carolina.

VHF and UHF Control Station Combiners (118-512 MHz)

4, 8, 12 or 16 Channels

ELECTRICAL SPECIFICATIONS

Frequency Range, MHz	See Ordering Information
Frequency Separation, kHz	No Limitations
Number of Channels	4, 8, 12 or 16
Isolation, dB	
TX to TX	60 min / 70 typ
TX to RX	60 min / 70 typ
ANT to TX	45 min / 55 typ
RX to RX	60 min
Transmitter Loss, dB	See Ordering Information
Receiver Loss, dB	See Ordering Information
Receiver Gain, dB	See Ordering Information
Transmitter Return Loss, dB	14 (min)
Receiver Return Loss, dB	10 (min)
Power/Channel, Watts	50
Power Source VAC/VDC	110 to 240 VAC 50/60 Hz or 12 VDC (nominal)
Power Consumption, Watts	AC 30, DC 18

MECHANICAL SPECIFICATIONS

Construction/Finish	Aluminum/Black
Input Connector	N(F)
Mounting	EIA 19-inch Rack
Temperature Range, degrees	-30 to +60 C

DIMENSIONS

Width, in(mm)	19 (482.6)
Height, in(mm)	See Ordering Information
Depth, in(mm)	17 (431.8)
Net Weight, lb(kg)	See Ordering Information
Shipping Weight, lb(kg)	See Ordering Information

FEATURES AND BENEFITS

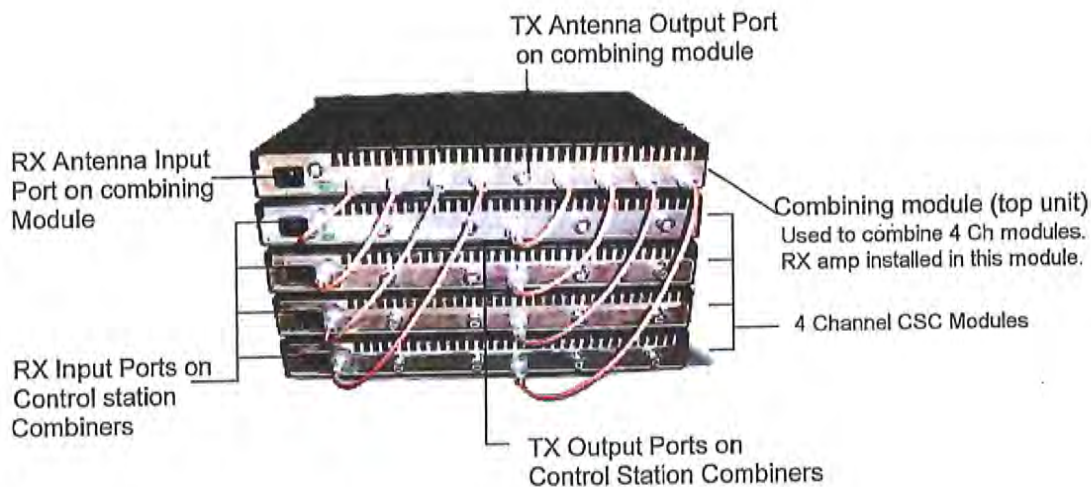
- Separate transmit and receive antennas.
- Low profile building block modules.
- Transmit and receive on each radio port.
- Enables combining of control stations.
- 50 Watts input per channel (continuous).
- Enhances system port-to-port isolation.
- Amplifier for receive signals.
- Analog or digital radio compatible.

The dbSpectra Control Station Combiner reduces the number of antennas needed. This combiner functions as both a combiner and multicoupler for either trunked or conventional mobile radio systems. Connect eight mobile radios with our 8-port model and reduce antenna requirements from eight to two. Your overall system port-to-port isolation can be increased using this combiner for applications where individual radio antennas do not provide enough spatial RF isolation, thus removing all the guesswork.

Models are available for 4, 8, 12 or 16 control stations. This combiner incorporates SMART thermally switched fans which operate only when needed. This unit is also designed to automatically switch the receive path to bypass mode if the amplifier is removed.

For optimum performance, it is recommended that unused ports be terminated with a 1 Watt N-type 50 Ohm load (model #DB8926).

Supplied with front panel EIA mounting brackets and adjustable EIA brackets for rear support or center mounting on a two-post rack.



16 Channel Model Shown

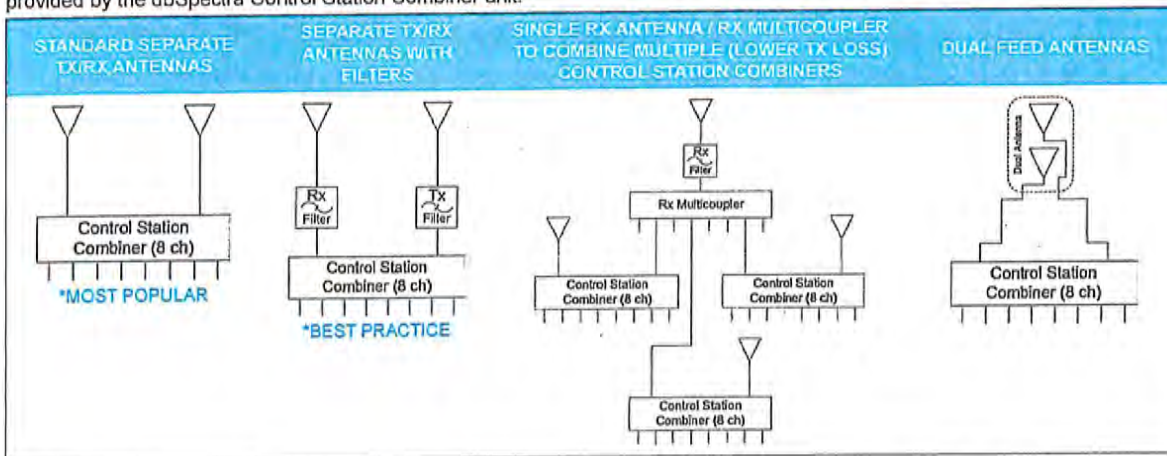
VHF and UHF Control Station Combiners (118-512 MHz)

4, 8, 12 or 16 Channels

ORDERING INFORMATION									
Model Number	Frequency (MHz)	Number of Channels	Transmitter Loss /typ (dB)	Receiver Gain with Amp. typ (dB)	Receiver Loss w/o Amp. typ (dB)	Height (RU)	Height in (mm)	Net Weight lb(kg)	Shipping Weight lb(kg)
HC119Q1-04F	118-128	4	8.5	2.8	9.7	1 RU	1.75 (44.5)	16 (7.3)	26 (11.8)
HC119Q1-08F	118-128	8	12	-0.5	13	3 RU	5.25 (133.4)	48 (21.8)	58 (26.3)
HC119Q1-12F	118-128	12	15	-3.5	16	4 RU	7 (177.8)	64 (29)	74 (33.5)
HC119Q1-16F	118-128	16	15	-3.5	16	5 RU	8.75 (222.3)	80 (36.3)	90 (40.8)
HC118Q1-04F	138-150	4	8.5	2.8	9.7	1 RU	1.75 (44.5)	16 (7.3)	26 (11.8)
HC118Q1-08F	138-150	8	12	-0.5	13	3 RU	5.25 (133.4)	48 (21.8)	58 (26.3)
HC118Q1-12F	138-150	12	15	-3.5	16	4 RU	7 (177.8)	64 (29)	74 (33.5)
HC118Q1-16F	138-150	16	15	-3.5	16	5 RU	8.75 (222.3)	80 (36.3)	90 (40.8)
HC115Q1-04F	150-174	4	8.5	2.8	9.7	1 RU	1.75 (44.5)	16 (7.3)	26 (11.8)
HC115Q1-08F	150-174	8	12	-0.5	13	3 RU	5.25 (133.4)	48 (21.8)	58 (26.3)
HC115Q1-12F	150-174	12	15	-3.5	16	4 RU	7 (177.8)	64 (29)	74 (33.5)
HC115Q1-16F	150-174	16	15	-3.5	16	5 RU	8.75 (222.3)	80 (36.3)	90 (40.8)
HC114R1-04F	350-405	4	8.5	2.8	9.7	1 RU	1.75 (44.5)	16 (7.3)	26 (11.8)
HC114R1-08F	350-405	8	12	-0.5	13	3 RU	5.25 (133.4)	48 (21.8)	58 (26.3)
HC114R1-12F	350-405	12	15	-3.5	16	4 RU	7 (177.8)	64 (29)	74 (33.5)
HC114R1-16F	350-405	16	15	-3.5	16	5 RU	8.75 (222.3)	80 (36.3)	90 (40.8)
HC117M1-04F	380-420	4	7.6	4	8	1 RU	1.75 (44.5)	16 (7.3)	26 (11.8)
HC117M1-08F	380-420	8	11	0	12	3 RU	5.25 (133.4)	48 (21.8)	58 (26.3)
HC117M1-12F	380-420	12	14.5	-3.5	15.5	4 RU	7 (177.8)	64 (29)	74 (33.5)
HC117M1-16F	380-420	16	14.5	-3.5	15.5	5 RU	8.75 (222.3)	80 (36.3)	90 (40.8)
HC114S1-04F	400-475	4	7.6	4	8	1 RU	1.75 (44.5)	16 (7.3)	26 (11.8)
HC114S1-08F	400-475	8	11	0	12	3 RU	5.25 (133.4)	48 (21.8)	58 (26.3)
HC114S1-12F	400-475	12	14.5	-3.5	15.5	4 RU	7 (177.8)	64 (29)	74 (33.5)
HC114S1-16F	400-475	16	14.5	-3.5	15.5	5 RU	8.75 (222.3)	80 (36.3)	90 (40.8)
HC116P1-04F	450-512	4	7.6	4	8	1 RU	1.75 (44.5)	16 (7.3)	26 (11.8)
HC116P1-08F	450-512	8	11	0	12	3 RU	5.25 (133.4)	48 (21.8)	58 (26.3)
HC116P1-12F	450-512	12	14.5	-3.5	15.5	4 RU	7 (177.8)	64 (29)	74 (33.5)
HC116P1-16F	450-512	16	14.5	-3.5	15.5	5 RU	8.75 (222.3)	80 (36.3)	90 (40.8)

Control Station Combiner Accessories

dbSpectra offers additional RF site equipment for Control Station Combiner applications. Please consider the use of transmit/receive filters, duplexers, and/or dual antennas to ensure the same level of isolation in the antenna network meets or exceeds the port to port isolation provided by the dbSpectra Control Station Combiner unit.



Request for Service Expansion

Title of Service Expansion Operations/Training Officer

Name of Department: Emergency Medical Services

Purpose and Justification: Work involves identifying staffing and materials needed for daily operations, and providing direct medical services in emergency situations. The employee is responsible for scheduling personnel and finding replacements when necessary, training employees and performing performance reviews for employees assigned to their shift. The employee is responsible for monitoring all emergency calls and directing appropriate units as required. The employee is responsible for making critical decisions with regards to what units are to be placed in service and prioritizing calls in high call volume situations. Work involves frequent public contacts and considerable independent initiative and judgement. The duties include the following:

- Plans, organizes and directs the activities of a staff on an assigned shift in the emergency medical services unit and ensures adequate, qualified staff to cover the shift.
- Assists the EMS Director in the preparation of the yearly operational budget.
- Assumes the responsibilities in the absence of the EMS Director.
- Identifies and recommends equipment and supplies needed to provide medical services to citizens.
- Checks and assures all vehicles and equipment are in proper working order, delivers supplies to outlying stations and assures that each unit is adequately equipped and that medical supplies are available.
- Develops schedules for full-time and part-time staff, finds replacements, and insures proper training of assigned staff to maintain certifications and to comply with the Medical Director's initiatives and guidelines.
- Provides information and support to other agencies including other emergency medical providers in the County, emergency management, law enforcement and fire personnel.
- Responds to emergency calls and coordinates the provision of medical services making assessments of most critical problems and decides on treatments to be administered and in what sequence.
- Interviews applicants, grants leave requests and make recommendation on routine personnel matters affecting subordinates.
- Completes performance evaluations on subordinates and initiates disciplinary actions when appropriate.
- Responds to complaints, questions, and provides information.

- Assures the maintenance and completion of records, documentation, and other information required for the shift.
- Monitors all call activity on an assigned shift and makes critical decisions with regards to what units are to be placed in service and prioritizing services in high call volume situations.
- Participates in continuous training program to improve competence in medical procedures, operational protocols as well as overall ambulance/QRV service operations.
- Must Complete and maintain Beaufort County EMS Medical Director requirement of CPR, ACLS, PALS, PHTLS as well as NIMS/ICS 100,200,300,400,700, and 800.
- Must have a minimum of 5 years as a field paramedic and must maintain RSI/Advance Airway Qualifications as set forth by the Beaufort County EMS Medical Director.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$11,000	This is the base salary increase and step increase from step 14 to step 18. This is for (1) paramedic
Operational		
Capital Outlay		
Total Expenditures	\$11,000	

Revenue to offset Costs	0	
Total Cost of Service Expansion	\$11,000	

Request for Service Expansion

Title of Service Expansion EMS Specialist

Name of Department: Emergency Medical Services

Purpose and Justification: The purpose of the EMS specialist is to assist the EMS department with administrative requirements. The following is a list of the job duties required of the position:

- Develops and maintains EMS forms and documents.
- Maintains sensitive files and documents.
- Attends various committee and department meetings; prepares minutes as needed.
- Answers phones and routes calls, answers questions and takes messages.
- Processes incoming and outgoing mail.
- Oversees and or assists with office functions such as payroll, personnel records, training records, budgets, contracts and others as required.
- Performs research and conducts special projects as directed.
- Prepares purchase orders and remits invoices for payment.
- Coordinates with all divisions of Emergency Services; including Emergency Management, Fire Marshal, and E-911 Dispatch.
- Acts as department liaison with the contracted billing company.
- Schedules maintenance of all vehicles and EMS equipment
- Responds to and processes document requests from patients, attorneys, medical providers and insurance companies.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$22,636	This is the base salary without benefits. This position was discussed but not included in the start-up cost to the EMS service.
Operational		
Capital Outlay		
Total Expenditures	\$22,636	

Revenue to offset Costs	0	
Total Cost of Service Expansion	\$22,636	

Request for Service Expansion

Title of Service Expansion EMS Lead Paramedics

Name of Department: Emergency Medical Services

Purpose and Justification: The Lead Paramedic is responsible for the coordination of emergency medical operations at the shift level, including the assignment of shift personnel and unit placement to best use available resources. Assists the EMS Operations Manager in evaluation of personnel. Ensures staff has the necessary supplies available. Acts as a resource between outside agencies and the EMS Department. The following is the list of duties required by the Lead Paramedic:

- Performs duties indicated in position description for specific certification level.
- Delegates and/or assigns tasks to staff members and makes adjustments as necessary.
- The Lead Paramedic completes evaluations for personnel on their assigned rotation at the direction of the EMS Operations Manager and EMS Director or his/her designee.
- Ensures all staff is compliant with County policies and procedures.
- Reviews Pre-Hospital Care Reports and associated documents daily, evaluates those documents for errors, counsels staff to correct errors and files/delivers those documents as appropriate. Ensures that staff are completing all paperwork within established guidelines and time frames.
- Ensures the adequacy of storeroom supplies available to staff. Advises the supply order person of the need to place orders for stock items and non-stock items.
- Advises the Operations Manager of the need for minor and capital equipment items.
- Responsible to see that there is adequate staffing for his/her shift.
- Coordinates shift staffing to ensure minimum staffing requirements are met so the department operates in the most efficient way in the absence of or at the discretion of the EMS Operations Manager or his/her designee.
- Works closely with the Operations Manager to ensure that all requests for emergency service are covered, without depleting resources unnecessarily.
- May request mutual aid from other area departments as well as from departments outside of the jurisdiction in order to ensure adequate response coverage is maintained.
- Acts as Incident Command and/or various other Incident Management roles on large scale incidents as required.
- Ensures all equipment and apparatus on assigned shift is in proper working order. Reports any and all malfunctions or potential malfunctions to the EMS Operations Manager or his/her designee. In emergent situations or at the direction of the EMS Operations Manager or his/her designee, makes arrangements for repairs and /or maintenance of equipment.
- Participates in conflict resolution as necessary.
- Participates in orientation and training of new and existing staff members.
- Provides input on budgetary issues including purchasing recommendations to the Operations Manager or EMS Director as requested and appropriate.
- Serves on committees and/or panels as assigned by the Operations Manager or Director of EMS or his/her designee.
- Performs any other appropriate task as assigned by the EMS Operations Manager or Director of EMS or his/her designee

- Must complete and maintain Beaufort County EMS Medical Director requirement of CPR, ACLS, PALS, PHTLS as well as NIMS/ICS 100,200,300,400,700, and 800
- Must have a minimum of 5 years as a field paramedic and must maintain RSI/Advance Airway Qualifications as set forth by the Beaufort County EMS Medical Director

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$9,000	This is the base salary increase and step increase from step 14 to step 16. This is for (3) Lead Paramedics (\$3,000 each)
Operational		
Capital Outlay		
Total Expenditures	\$9,000	

Revenue to offset Costs	0	
Total Cost of Service Expansion	\$9,000	

Request for Service Expansion

Title of Service Expansion Belhaven/Pantego EMS Unit

Name of Department: Emergency Medical Services

Purpose and Justification: EMS services in the Pantego/Belhaven response area are currently provided by a private company. The company is currently paid \$600,000 and keeps all billing revenue in exchange for providing one Paramedic level ambulance and one Intermediate level ambulance. The company is also provided facilities for its staff by the Town of Belhaven at no cost. The FY 16-17 budget recommends providing one Paramedic level ambulance in the service area and providing backup from existing units and quick response vehicles (QRVs) through system status management to cover any additional needed resources. The current private provider has stated that if one Paramedic level ambulance is needed, the cost will be \$350,000 with all other conditions remaining the same and a one year contract is requested.

The attached spreadsheet illustrates the costs associated with the County providing a Paramedic level ambulance and the associated revenue offsets. It also calculates the net cost savings of the proposal.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$407,452	Personnel \$316,068 and Benefits \$91,384
Operational	\$79,850	\$79,850 operating costs
Capital Outlay	\$34,000	Equipment \$4,000 and Ambulance \$30,000 (\$150,000 amortized over 5 year life to show annual savings. If service expansion approved, ambulance would be purchase using fund balance)
Total Expenditures	\$521,302	

Contract Services Reduction	\$350,000	Eliminate private contract cost
Revenue to offset Costs	\$364,000	\$339,000 billing and \$25,000 Medicaid Cost Reimbursement
Total Cost of Service Expansion	(\$192,698)	Annual savings

Belhaven/Pantego EMS Unit Expansion

Obj	Department	Acct Descr	Projected	Column1	Column2
512100	4390	SALARIES	\$ 231,068		\$ 231,068
512200	4390	SALARIES-OVERTIME	75,000		75,000
512600	4390	SALARIES-PART TIME	10,000		10,000
518100	4390	FICA 6.2%	19,596		19,596
518200	4390	LOC. GOV. EMP. RETIREMENT	16,752		16,752
518300	4390	HOSPITALIZATION-EMPLOYEE	45,624		45,624
518400	4390	MEDICARE 1.45%	4,583		4,583
518600	4390	LIFE INSURANCE-EMPLOYEE	208		208
518700	4390	WORKERS COMPENSATION INSURANCE	25,000		25,000
518900	4390	401(K) EMPLOYER CONTRIBUTION	4,621		4,621
519300	4390	PROFESSIONAL SERVICES	-		-
521200	4390	UNIFORMS	750		750
523900	4390	MEDICAL SUPPLIES	10,000		10,000
526000	4390	OFFICE SUPPLIES	500		500
531000	4390	TRAVEL REIMBURSEMENT	-		-
531007	4390	FUEL	5,000		5,000
532100	4390	TELEPHONE	750		750
532500	4390	POSTAGE	-		-
535100	4390	UTILITIES	7,500		7,500
535200	4390	MAINT/REPAIR-EQUIPMENT	1,000		1,000
535300	4390	MAINT/REPAIR-VEHICLE	1,000		1,000
538000	4390	COMPUTER SOFTWARE/SUPPORT	-		-
540000	4390	EQUIPMENT PURCHASE	15,000		15,000
541000	4390	OFFICE RENT	13,200		13,200
549100	4390	DUES & SUBSCRIPTIONS	150		150
551000	4390	CAPITAL OUTLAY-EQUIPMENT	4,000		4,000
554000	4390	CAPITAL OUTLAY-VEHICLES	150,000	Amortized over 5 Years	30,000
			Total \$ 641,302		\$ 521,302

Personnel	\$ 316,068	\$ 316,068
Benefits	91,384	91,384
Operating	79,850	79,850
Capital	154,000	34,000
Total	\$ 641,302	\$ 521,302

	<u>Current Operations</u> <u>White Oak Contract</u>	<u>Proposed Operations</u> <u>Beaufort County operates</u>
Revenues:		
Pantetgo Township Revenue to County	\$ 139,000	\$ 139,000
Belhaven Payment to County	62,000	62,000
EMS Billing Revenue	-	339,000
Medicaid Cost Reimbursement Revenue	-	25,000
Total Revenue	<u>\$ 201,000</u>	<u>\$ 565,000</u>
Expenditures:		
White Oak Contract Payment	(350,000)	-
Operational Cost - Beaufort County	-	(521,302)
Total Expenditures	<u>(350,000)</u>	<u>(521,302)</u>
Surplus/(Deficit)	<u><u>\$ (149,000)</u></u>	<u><u>\$ 43,698</u></u>

Annual Net Savings:

Current Net Cost	\$ 149,000
Proposed Net Cost (Surplus)	43,698
	<u><u>\$ 192,698</u></u>

Request for Service Expansion

Title of Service Expansion CAMA Land Use Plan Update

Name of Department: Planning

Purpose and Justification: The County has not developed an in-house Long Rang Plan to staff's knowledge to date. What has been adopted is the CAMA Land Use Plan, the most recent version of which in 2006. Since this document's adoption 10 years ago, the County has seen considerable single-family waterfront development (many recorded lots poised for building), the transition from mobile home parks to travel-trailer parks, and been through at least one major hurricane. Staff recommends seeking a CAMA Land Use Plan update as the County has an established history adopting these documents.

In addition, it would be very advantageous for the County to have an adopted Recreation Plan when seeking future grants, as many funding agencies score this element heavily (PARTF, CAMA Access, Tideland, etc.). Staff also recommends including the health of County citizens, particularly children, as an element of an updated plan. Many County management staff are already sitting members of groups working to help improve the over-all health of County residents (Health Dept, BC360, HEAL). These elements could be worked in to a CAMA Land Use Plan document.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$55,000	Cost to hire a consulting firm to assist staff in developing a county-wide plan.
Operational		
Capital Outlay		
Total Expenditures	\$55,000	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$55,000	

Request for Service Expansion

Title of Service Expansion Two 15-Passenger Vans for 4-H Activities

Name of Department: Cooperative Extension

Purpose and Justification: The Beaufort County 4-H program is growing rapidly. We are one of four counties in the State with two 4-H agents. One agent serves a traditional audience while the other serves limited resource youth. The limited resource audience poses many challenges in terms of mobility and involvement in club meetings and activities. In this case, the agent is using her own vehicle almost daily to move transport youth around the county and region. The availability of two 15-passenger vans will eliminate the risk associated with personal vehicles and at the same time allow more youth to be involved.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	2,000	Maintenance and fuel
Capital Outlay	60,000	Two 15-passenger vans on state contract per county purchasing department
Total Expenditures	60,000	

Revenue to offset Costs	30,000	½ cost of vans paid for by PotashCorp-Aurora
Total Cost of Service Expansion	\$32,000	



Fleet Vehicle and Equipment Specification

Specification # - VN-HD-PSNGR (2-5-2015)

VN-HD-PSNGR

Full Size, Heavy Duty Passenger Van

Ford Transit 350

*NOTE - The following specification is the minimum requirements only. The actual awarded vehicle may include features and options that exceed the specification.

Scope

This specification details The State of North Carolina's requirement for a full size, heavy duty passenger van. The full size passenger van and all required options will be designed and assembled in accordance with all applicable industry standards and comply with all governmental regulations as they apply to the operation of the vehicle described in this specification. This vehicle will be used for general transportation of personnel and some light materials associated with the operation of a government business.

BASE SPECIFICATIONS:

General

Wheelbase - 148-150 in.
Length (overall) - 235 - 240 in.
Weight - 5,500 - 5,800 lbs.
GVWR - 9,000 - 9,300 lbs.
GCWR - 10,800 - 11,200 lbs. (4,700 - 5,100 lbs. (towing capacity))
Payload - 2,600 - 2,900 lbs.

Engine

3.7L, DOHV, 24 valve, V6 or equivalent
270 HP @ 6,500 RPM (net SAE)
250 lb.-ft. @ 4,000 RPM (net SAE)
Stainless steel exhaust
Fuel - Regular 87 octane or E85

Transmission

Automatic - Electronic six (6) speed w OD
Rear axle ratio - 3.73/4.10
Electronic stability control

Brakes

Front - Disc-vented ; Rear - Disc
ABS (Antilock brake system) four (4) wheel - 4 ABS channels
ABS driveline traction control

Electrical

Battery - 760 CCA/78 amp. Hr. (Ah), AGM, HD with "rundown" protection
Alternator - 220 amp., heavy duty

Tires

Front/Rear - 235/65SR16 C BSW AS
Spare - Full size mounted under body

Wheels

Front/Rear - 16.0" X 6.50" steel, argent

Interior Equipment

Air conditioning
Color - Gray
Seats - Cloth
Front - Dual bucket
Second row - Capacity for three (3) passengers
Third row - Capacity for three (3) passengers
Fourth row - Capacity for three (3) passengers
Fifth row - Capacity for four (4) passengers
Safety air bags - Driver and passenger and head-curtain side impact
Driver & passenger head protection air bags
Occupancy sensor

Driver's and passenger's supplemental inflatable restraint system (air bags) as mandated by NHTSA at the time of production.

Standard audio package- AM/FM - Manufacturers standard

Power steering

Cruise control

Tilt steering

Extra entry key (total 2 keys)

Keyless Entry

Power door locks

Power windows

Floor mats - Front and rear (rubber)

12v DC power outlets (2)

Low Tire Pressure Warning (TPMS)

Seating capacity - 15

Exterior Equipment

Color - White (manufacturer's standard)
Variable intermittent front windshield wipers
Power adjustable outside mirrors
Fuel tank - 25.0 - 30.0 gal.

OTHER:

Warranty

Bumper to Bumper - 36 month/36,000 miles (Basic)
Powertrain - 60 month/60,000 miles
Corrosion Perforation - 60 month/unlimited distance
Roadside Assistance - 60 month/60,000 miles
Safety Restraint System - 60 month/60,000 miles

Approved Configurations

VN-HD-PSNGR

12 passenger capability (can be accomplished with the removal of a row of seats)

Approved Options (all configurations)

"LT" tires (size approved by manufacturer and consistent with offerings on same model vehicle)
CNG/LPG fuel capability - Requirement for engine only capability. Storage, fuel lines and valving not required but can be quoted upon.
Day time running lights

Item #	Vehicle Type	Unit Price	Add, Deduct, or No Change	Amount for Add or Deduct	Vehicle Brand	Vehicle Model	Trim Level	Body Code	Order Code	Specification File Name	Awarards Vendor
11	Passenger Crossover, Front-Wheel Drive, 4-Cylinder	\$ 17,184.00			DODGE	JOURNEY	ESX	JCH49	2ZF	SUV-CM-AWD	Idleton Dodge
	6-Cylinder 3.0-070G		Add	\$ 4,354.00	DODGE	JOURNEY	ESX	JCE49	2BE		
	4WD		Add	\$ 4,016.00	DODGE	JOURNEY	ESX	JCEH9	2BF		
12	Discount on Option Spend	7%			NISSAN	PATHFINDER 4X4	S			SUV-MJD	Capital Nissan of Wilmington
	Midsize SUV, 4-Wheel-Drive	\$ 25,454.85			FORD	FOCUS	S	P3E	100A	SUV-CM	Ashville Ford
	Discount on Option Spend	10%			FORD	CMAX HYBRID	SE	P5A	200A	SUV-CM-HYBRID	Capital Ford of Raleigh
13	Four-Door Sedan, Compact, Four Passenger, 4 Cylinder Gasoline Engine	\$ 15,683.28			FORD	FUSION	SE	P0G	100A	SUV-MJD	Capital Ford of Raleigh
	Discount on Option Spend	8%			NISSAN	NAVIO	SV	67Z16	67Z16	SUV-CM-HIGHMID	Capital Nissan of Wilmington
14	Four-Door Sedan, Hatchback, Five Passenger, 4-Cylinder Engine/Electric Motor Hybrid	\$ 21,533.00			FORD	TRANSIT WAGON	XL	K1Z	301A		Capital Ford of Raleigh
	Discount on Option Spend	7%			FORD	TRANSIT WAGON	XL	K1Z	301A		Capital Ford of Raleigh
15	Four Door Sedan, Five Passenger Mid-Size Vehicle, 4-Cylinder Gasoline Engine	\$ 17,455.00			FORD	TRANSIT WAGON	XL	K1C	301A		Capital Ford of Raleigh
	Discount on Option Spend	7%			FORD	TRANSIT WAGON	XL	K1C	301A		Capital Ford of Raleigh
16	Cargo Van, 4-Cylinder Engine, High Roof	\$ 18,742.48			FORD	TRANSIT WAGON	XL	K1Z	301A		Capital Ford of Raleigh
	Discount on Option Spend	10%			FORD	TRANSIT WAGON	XL	K1Z	301A		Capital Ford of Raleigh
17	Eight-Passenger Wagon	\$ 23,520.00			FORD	TRANSIT WAGON	XL	K1Z	301A		Capital Ford of Raleigh
	Ten-Passenger Wagon		Add	\$ 551.00	FORD	TRANSIT WAGON	XL	K1Z	301A		Capital Ford of Raleigh
18	High Roof		Add	\$ 1,357.00	FORD	TRANSIT WAGON	XL	K1C	301A		Capital Ford of Raleigh
	Discount on Option Spend	7%			FORD	TRANSIT 350	XL	WZZ	101A		Piedmont Truck Center
19	Cargo Van, 6,500 - 9,400 LB GVWR, Extended Body	\$ 24,929.00	No Charge	\$ -	FORD	TRANSIT 350	XL	WZZ	101A		Piedmont Truck Center
	Low Roof		Add	\$ 960.00	FORD	TRANSIT 350	XL	W2C	101A		Piedmont Truck Center
20	Mid Roof		Add	\$ 2,591.00	FORD	TRANSIT 350	XL	W2X	101A		Piedmont Truck Center
	High Roof		Add	\$ 2,591.00	FORD	TRANSIT 350	XL	W2X	101A		Piedmont Truck Center
21	Discount on Option Spend	7%			FORD	TRANSIT 350	XL	XZZ	301A		Piedmont Truck Center
	Eleven-Passenger Wagon	\$ 27,547.00	Deduct	\$ 358.00	FORD	TRANSIT 350	XL	XZZ	301A		Piedmont Truck Center
22	Twelve-Passenger Wagon 8.0-070G				FORD	TRANSIT 350	XL	XZZ	301A		Piedmont Truck Center
	Discount on Option Spend	7%			FORD	TRANSIT 350	XL	XZZ	301A		Piedmont Truck Center
23	Cargo Van, 6,200 - 8,600 LB GVWR	\$ 22,583.00	No Charge	\$ -	FORD	TRANSIT 250	XL	R1Z	101A		Capital Ford of Raleigh
	Low Roof		Add	\$ 563.00	FORD	TRANSIT 250	XL	R1Z	101A		Capital Ford of Raleigh
24	Mid Roof		Add	\$ 563.00	FORD	TRANSIT 250	XL	R1C	101A		Capital Ford of Raleigh
	High Roof		Add	\$ 3,687.00	FORD	TRANSIT 250	XL	R1X	101A		Capital Ford of Raleigh
25	Discount on Option Spend	7%			DODGE	CHARGER	CBX3	LDDE46	29A		Idleton Dodge
	Dodge Charger Police Pursuit Vehicle, V8 Hemi, All Wheel Drive	\$ 25,973.00	Deduct	\$ 2,256.00	DODGE	CHARGER	CBX3	LDDE48	27A		Idleton Dodge
26	V6		Deduct	\$ 1,351.00	DODGE	CHARGER	CBX3	LDDE46	28A		Idleton Dodge
	Rear-Wheel Drive	\$ 24,612.00	Deduct	\$ 1,351.00	DODGE	CHARGER	CBX3	LDDE46	28A		Idleton Dodge
27	Special Paint (refer to IFB# 201500915, Section 6.17)										Idleton Dodge
	Discount on Option Spend	7%									Idleton Dodge

Request for Service Expansion

Title of Service Expansion Maintenance Technician II

Name of Department: Public Works – Building Maintenance

Purpose and Justification: Beaufort County owns and maintains 18 buildings. The maintenance staff currently consists of a Maintenance Coordinator and an Administrative Technician. There are many small, unexpected tasks that need to be completed during a business day, such as unstopping a toilet, cleaning an area, rodent removal, repair door hardware, etc. When the Maintenance Supervisor is constantly pulled away to complete these tasks, he is unable to properly plan and supervise larger capital projects. During the last few years, strides have been made improving the appearance and condition of the buildings. However, in order to continue this improvement and properly develop and implement a planned maintenance program, such as roof repairs, painting, floor covering replacement, etc., the Maintenance Coordinator needs assistance with the daily duties. The employment of a second maintenance person will also allow some smaller jobs to be completed by county personnel.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$40,799	Salary-\$30,000 - Benefits-\$10,299
Operational		
Capital Outlay	\$23,146	Small Van - Ford Transit
Total Expenditures	\$63,945	

Revenue to offset Costs	(\$7,500)	Anticipated savings from contracted services
Total Cost of Service Expansion	\$56,445	

Request for Service Expansion

Title of Service Expansion: Renovation of Courthouse - Phase 1 of 3

Name of Department: Public Buildings

Purpose and Justification: The interior of the Beaufort County courthouse is in need of repair and updating. The judges and the clerk of court have compiled a list of requested projects. Included are painting, replacment of ceiling grid and tile, and floor coverings. The lighting system of the courthouse has also not been updated since its construction in 1969. Included in the cost of Year 1 is to have an engineering firm complete a lighting study to determine the best type of fixtures.

Possible projects include the following: Window replacements, the east wing of the 2nd floor, and the District courtroom.

It is anticipated that \$75,000 would be required in both FY2018, and FY2019 to complete the renovations.

	ESTIMATED COST/(SAVINGS)	Detail Explanation/Justification of Cost
Personnel	\$0	
Operational	\$7,500	Engineering Fees
Capital Outlay	\$100,000	Replacement of CH Roof-\$231,000 Contingency-(5%)-\$11,550
Total Expenditures	\$107,500	

Revenue to offset Costs	\$0	
Total Cost of Service Expansion	\$107,500	

Request for Service Expansion

Title of Service Expansion: Renovation of Magistrate's Office

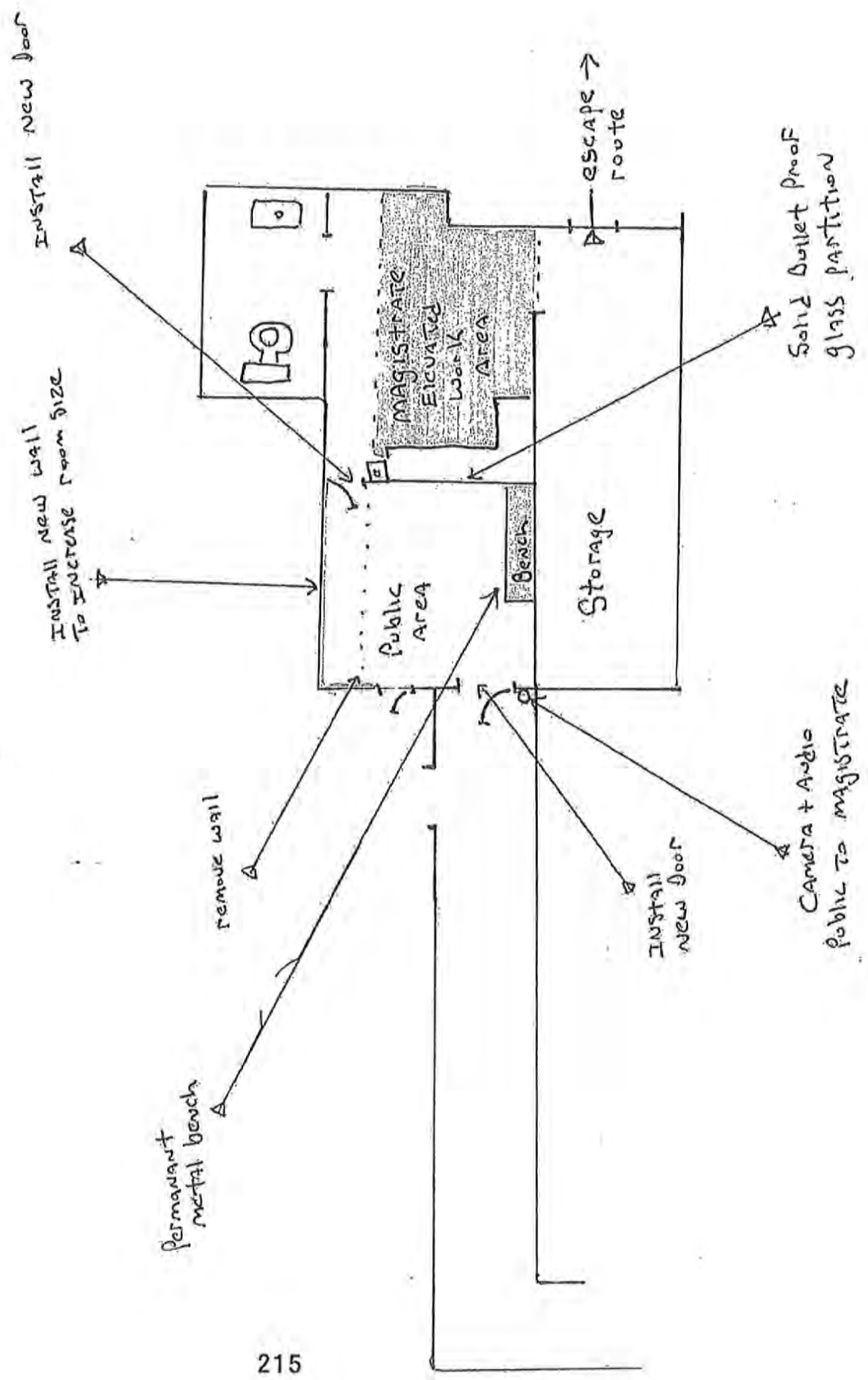
Name of Department: Public Buildings

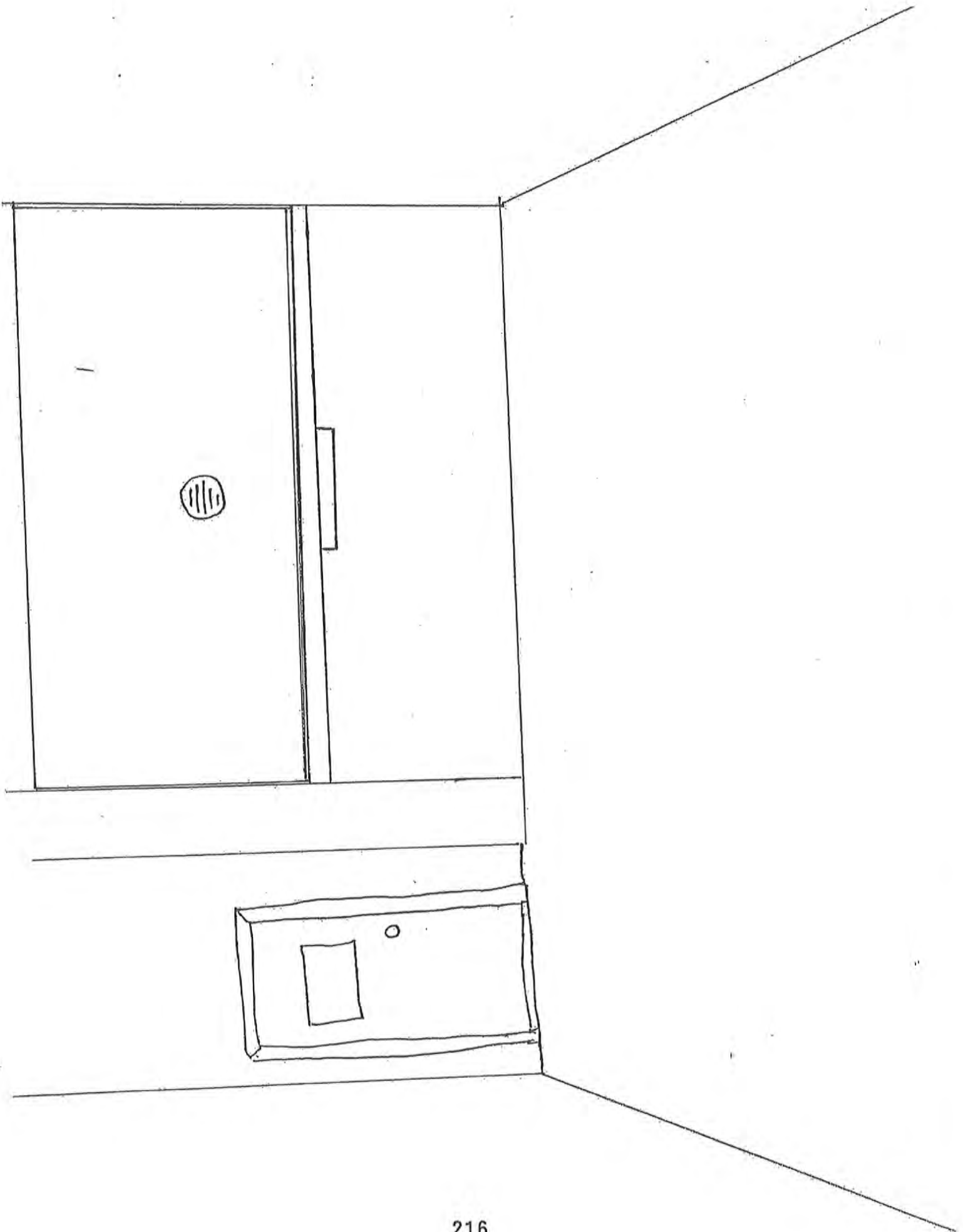
Purpose and Justification: A request has been made to improve the work conditions in the magistrate's office. Currently, there is only one egress which prevents the magistrate from have a safe refuge area in the event of an emergency. A new door would be cut to allow a second egress from the work space. Due to the nature of the interactions with the public, a bulletproof barrier has been requested. Also, the magistrate lobby space would be expanded to allow officers to hold persons in custody more securely and for multiple witnesses to speak with the magistrate. A new exterior door would also be cut to only allow access to the magistrate's office after hours, therefore, preventing the public from wandering the basement lobby while the magistrate is dealing with other issues.

Also, as part of this renovation, the interior of the basement entrance would be re-worked so that the security monitoring equipment would be in a more secure location.

	ESTIMATED COST/(SAVINGS)	Detail Explanation/Justification of Cost
Personnel	\$0	
Operational	\$6,500	Design Fees
Capital Outlay	\$49,000	Remodel of magistrate's office and the re-work of the security surveillance area in the basement of the CH
Total Expenditures	\$55,500	

Revenue to offset Costs	\$0	
Total Cost of Service Expansion	\$55,500	





Request for Service Expansion

Title of Service Expansion Income Maintenance Caseworker II

Name of Department: Social Services

Purpose and Justification:

1.2 The agency will provide 100% timeliness in processing for all Medicaid and/or NC Health Choice.

3.4 The Agency will provide 100% timeliness processing for all Food & Nutrition Services Cases.

3.5 The Agency will provide clients with satisfactory customer service in a timely manner, as well as treat clients with dignity and respect.

INCOME MAINTENANCE

In Fiscal Year 2015-2016 we continued to be affected by the NC FAST system. We continue to see times needed to complete our recertifications being an hour and a half from what originally took approximately 10 minutes. We continue to see numerous issues that continue since the inception and implementation of NC FAST. Below are some of the examples:

a. NC FAST System Functionality: NC FAST still requires multiple workarounds to navigate the system. We continue to encounter glitches in the system that require additional work to process and recertify cases. This has seen work time on tasks that once took five minutes now take on average an hour to complete.

b. Affordable Care Act (ACA) Applications: These are applications received from the Federal Marketplace throughout the year, however the open enrollment is from November 15th to February 15th. We are mandated to assess all ACA for Medicaid eligibility. In processing these applications, many individuals do not know that their ACA applications have been referred to our agency and many are well over the income scale. In 2015 we received a large volume of applications that were already past our processing time when received by our agency. This was a direct result of the system not being able to direct the applications to the correct county causing overdue applications. We received a total of 399 ACA applications in 2015. Penalties will be enforced beginning with the 2016 filing season for those that are not covered with medical insurance or do not meet the income requirements. Due to the implementation of these penalties we anticipate receiving a larger volume of applications in 2016.

c. Increased Caseload: Since 2008 Beaufort County has seen its Medicaid and Food and Nutrition Caseloads increase by 12.9% and 62%. This workload continues as this level.

d. Recertification Months: In Food and Nutrition program we continue to see double recertifications that need to be completed four months out of the year.

e. Universal Worker: In order to operate in NC FAST workers will have to be trained in all programs under public assistance whereas in the past training under one program was only required. This has led to prolonged training of workers than in the past due to the complex nature of these program policies. In turn, workers are not able to begin to carry a caseload as quickly as in the past due to having to work in multiple programs instead of one. This change from a

specialized worker to a universal worker has also caused for all Department of Social Services throughout the state to reorganize and amend their training and procedural methods used within their agency. This change was necessary due to the setup of the NC FAST system and how eligibility cases are tied together within the system.

f. System Availability: This past fiscal year we have seen numerous times when the system was not available to workers due to communication between the software system that initiates the log in to NC FAST, NCID, or due to the NC FAST system being down.

g. Use of Temporary Employees: We were informed that USDA which is the federal overseer of the Food and Nutrition Program will only allow for "merit based" employees to determine eligibility. Essentially, this will not allow for the use of temporary employees to determine eligibility in the Food and Nutrition Program. We have also been informed that there will be communication in the near future where temporary workers will not be allowed to determine eligibility in Medicaid.

h. Other Unexpected issues: Workers having to take cases off "hold", entering Work First Plans into the system. Our agency began receiving Food and Nutrition applications from all households completing taxes via the TurboTax system in 2014-2015. This will be an ongoing issue.

These are just some of the examples in addition to the additional time it takes to complete required tasks that have affected our Income Maintenance Staff.

Our agency has been able to cope by utilizing mandatory overtime on nights and weekend by our Income Maintenance Staff, temporary employees and due to our document management system. Many other agencies our size have had to utilize high numbers of temporary and overtime hours to complete these tasks. However, these measures are not sustainable over a long period of time or are no longer able to be utilized. Due to this, counties were approved to receive an increased reimbursement rate for Medicaid Administration Funding beginning in FY 15. This funding decreased the county cost to from 50% to 25% of the total administrative cost for staff. These funds were approved to allow for County Department of Social Services to be able to reinvest these in staff and technology to complete the work created through the changes brought about by the NC FAST Program and the Affordable Care Act, we continue to do this.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$40,198	105310-512100: Salaries; \$29,632 105310-518100: FICA 6.2%; \$1,837 105310-518200: Loc. Gov. Emp. Retirement; \$1,977 105310-518300: Hospitalization \$5,703 105310-518400: Medicare 1.45%; \$430 105310-518600; Life Insurance - Employee; \$26 105310-518900; 401(K) Employer Contribution; \$593

Operational	\$8,097	105310-540000 – Equipment Purchase; \$3,215 105310-538000 Computer Software and Support; \$4,112 105310-532100 Telephone; \$770
Total Expenditures	\$48,295	

Revenue to offset Costs	\$26,792	Personnel: \$24,119 – 60% Breakdown: \$15,678 in 10-100222-410561 \$8,441 in 10-100222-493778 Operational: \$2,673 – 33% These revenue offsets would be spread across all available revenue lines as this is an administrative cost.
Total Cost of Service Expansion	\$21,504	

Operational Expenses

Operational costs	Cost	Frequency
Computer; 105310-540000 – Equipment Purchase	\$1,200.00	5 yrs.
Monitors; 105310-540000– Equipment Purchase	230.00	5 yrs.
Mouse & Keyboard; 105310-540000– Equipment Purchase	40.00	5 yrs.
APC battery backup; 105310-540000– Equipment Purchase	70.00	5 yrs.
Scanner; 105310-540000– Equipment Purchase	1,295.00	5 yrs.
Signature Pad; 105310-540000– Equipment Purchase	280.00	5 yrs.
Window 7 – 105310-538000 Computer Software and Support	45.00	5 yrs.
Network Switch; – 105310-540000 Equipment Purchase	200.00	5 yrs.
Web Filter: 105310-538000 Computer Software and Support	40.00	3 yrs.
Office 365: 105310-538000 Computer Software and Support	170.00	annual
Day Sheets Program: 105310-538000 Computer Software and Support	42.00	annual
RightFax – electronic fax: 105310-538000 Computer Software and Support	35.00	annual
Telephone Bill/Calls: 105310-532100 Telephone	140.00	annual
MetroE 100M – Internet: 105310-532100 Telephone	300.00	annual
Compass Support: 105310-538000 Computer Software and Support	1,250.00	annual
LaserFiche Support: 105310-538000 Computer Software and Support	80.00	annual
Compass licenses: 105310-538000 Computer Software and Support	2,130.00	once
LaserFiche licenses: 105310-538000 Computer Software and Support	150.00	once
Windows Server user CALS: 105310-538000 Computer Software and Support	40.00	once

Telephone: 105310-532100 Telephone	300.00	once
Key Fob: 105310-540000 - Telephone	30.00	once
Computer Warranty: 105310-538000 Computer Software and Support	130.00	once

Request for Service Expansion

Title of Service Expansion Interpreter – Increase in the Salary Range

Name of Department: Social Services

Purpose and Justification:

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

3.5 The Agency will provide clients with satisfactory customer service in a timely manner, as well as treat clients with dignity and respect.

5.3 The agency will experience less than 20% employee turnover.

This employee provides assistance to any Spanish speaking clients that contact the agency. She has been called upon to provide interpreting services for other Departments in the County. She provides on-call interpreting services for our Social Work Services Units that includes Child and Adult Protective services. These services are often provided in the home; which may be an unstable environment. The interpreter is responsible for the accurate interpreting of clinical information relayed by non-English speaking clients that include but are not limited to sensitive medical and mental health information. This is information that is vital in order to be able to ensure that safety and well-being of children and disabled adults. This employee regularly performs the duties of the Administrative unit and has assumed new responsibilities by assisting the fiscal and program integrity units. She works diligently to assure that the county's Hispanic population receive the care and attention that they deserve. We feel that in the 10 years of employment she has provided our county an invaluable service. This employee has received all the necessary training requirements related to interpreter services. This raise will bring her in line with the salary of the other Interpreter II located in the County.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$2,637	105310-512100: Salaries; \$2,268 105310-518100: FICA 6.2%; \$140 105310-518200: Loc. Gov. Emp. Retirement; \$151 105310-518400: Medicare 1.45%; \$32 105310-518900; 401(K) Employer Contribution; \$46

Operational	0	0
Capital Outlay	0	0
Total Expenditures	\$2,637	

Revenue to offset Costs	\$871	Personnel: \$871/33% These revenue offsets would be spread across all available revenue lines as this is an administrative cost.
Total Cost of Service Expansion	\$1,766	

Request for Service Expansion

Title of Service Expansion Social Worker II

Name of Department: 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:

1.3 The agency will have 100% of children NOT abused/neglected by a foster parent or facility staff member while in the custody of Beaufort County DSS.

2.2 Of all the children who were discharged from foster care to a finalized adoption in the year, the agency will have 35% of all the children who were discharged in less than 24 months from the date of the latest removal from the home

3.5 The Agency will provide clients with satisfactory customer service in a timely manner, as well as treat clients with dignity and respect.

BCDSS is requesting that the Commissioners approve the addition of one Social Worker II position. This social worker's position will be primarily responsible for the licensing foster homes and supporting relative placement providers. In January 2013, BCDSS had 19 licensed foster homes. BCDSS now has 35. This increase in foster homes is, in part, due to aggressive recruitment efforts of our current foster home licensing worker, Shirley Williams, and her supervisor Lisa Gibbs Lee.

There are currently 78 children in the legal custody of BCDSS. There is a need for many more foster homes to accommodate these children. Although a foster home can be licensed for up to 5 children, most foster parents are only licensed for 2 children.

In February of 2009, 12% of children in the custody of BCDSS were placed with relatives and 55% of children were placed in Beaufort or surrounding counties. Presently, 44% of the children in custody are placed with relatives and 84% of children in the custody of BCDSS are now placed in Beaufort or surrounding counties. There has been a great deal of progress in keeping children close to their homes.

It is important to consider the human impact of placing children locally, in their home community. When children must be removed from their homes, social workers try to minimize the trauma by placing the children, when possible, with relatives. If there are no appropriate relatives available, they look for a foster home that will keep that child in their school district and in their home community. The majority of the time, it is very difficult to locate a foster home in the community

where a child is removed. When children are placed locally, it is easier to get children to visits with their parents. Children are required to visit with their parents as often as possible. When children are placed locally, they are able to continue to see their normal providers, such as Washington Pediatrics. Social workers are able to check on children more often, reducing liability for the county, when children are placed locally.

As we consider the financial impact of placing children outside the county, we must consider numerous factors. Most of the time when we are placing children outside the county, we are placing them with private providers, and the cost of those foster homes is much greater than family foster homes that DSS licenses. The cost of social worker time and mileage when traveling to visit and care for these children is increased due to the greater distance workers have to travel to see the children. It is federally required that social workers visit with children in foster care at least once a month, but many of our children have needs that require the workers to visit them more often. We are federally required to ensure that all of their needs are met. Children have school meetings, mental health appointments, doctor appointments, and numerous other consultations that social workers must attend to ensure that their safety and well-being needs are being fulfilled. Children must also visit with their parents who most often live in Beaufort County, and they must visit their siblings if they are not placed in the same home. If children are not placed in the county, the logistics of these visits become more costly.

The state case load standard for foster home licensing workers is 32 homes. Again, we currently have 35. The county has a great deal of responsibility to ensure that these homes are safe and properly monitored. Each foster parent must attend at least 10 hours of training each year, and the social worker must visit their home at a minimum quarterly to ensure that the homes are in compliance with standards. Our current foster home licensing worker is also responsible for recruitment of new homes, and training of prospective foster parents. She is also responsible for fundraising, which requires numerous fundraisers throughout the year, and these funds are used to support our foster parents. We have a foster parent training class that began on March 1st that will likely result in more homes being licensed by BCDSS.

The position that we are requesting would support and assist the current foster home licensing worker by working to recruit, train, and maintain foster homes in the same manner as the current position. This position would have further duties in that they would also provide supports to some of our relatives who are providing care for their relatives who are in foster care.

When children come into care, we explore the possibility that they have an appropriate relative who could provide a home for them. Currently, 40% of the children in our custody are in the home of relatives. These relatives, whether aunts and uncles or grandparents, are often faced with behavioral challenges due to the abuse or neglect that the children have experienced. The grandparents in particular

are often faced with helping children with homework that is very different from the information they were taught when they were in school. This position would provide support to caregivers through the process of caring for their relatives' children, providing them with information and referrals when needed. We want to support these relative caregivers not only because we know that a safe, familiar caregiver is better for children, but these homes are of little cost to the county. Most of these homes are not licensed and do not receive a foster home board payment. Often times, we do provide financial support to these families in special circumstances. For the most part, these families work it out to care for their relative's children simply because it is the right thing to do. They often face the same issues as our foster parents without the training and support.

The financial impact of relative placement is tremendous. Presently we have 34 children in relative placement. Four of those relatives have worked and become licensed foster parents. We have 30 children who are living with relatives where there is no foster home board payment. If the county was paying for these placements in DSS foster homes, the county would be paying an additional \$16,264 per month for those placements.

Many of our relatives on our fixed incomes. For relatives who want to be licensed and also receive a monthly stipend to assist with the care of the child/children placed in their home, the new position could be responsible for teaching additional foster parent training and getting these relatives licensed more quickly.

Craven County DSS employs two positions that provide support to relative caregivers.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$50,661	105310-512100: Salaries; \$38,627 105310-518100: FICA 6.2%; \$2,394 105310-518200: Loc. Gov. Emp. Retirement; \$2,577 105310-518300: Hospitalization \$5,703 105310-518400: Medicare 1.45%; \$561 105310-518600; Life Insurance – Employee; \$26 105310-518900; 401(K) Employer Contribution; \$773

Operational	\$15,919	105310-540000 – Equipment Purchase; \$5,745 105310-538000 Computer Software and Support; \$8,654 105310-532100 Telephone; \$1,520
Capital Outlay	0	0
Total Expenditures	\$66,580	

Revenue to offset Costs	\$17,919	Personnel: \$12,666/25% Revenue would be put in 10-100222-493658 Operational: \$5,253/33% These revenue offsets would be spread across all available revenue lines as this is an administrative cost.
Total Cost of Service Expansion	\$48,661	

Operational costs	Cost	Frequency
Computer; 105310-540000 – Equipment Purchase	\$1,200.00	5 yrs.
Monitors; 105310-540000– Equipment Purchase	230.00	5 yrs.
Mouse & Keyboard; 105310-540000– Equipment Purchase	40.00	5 yrs.
APC battery backup; 105310-540000– Equipment Purchase	70.00	5 yrs.
Scanner; 105310-540000– Equipment Purchase	1,295.00	5 yrs.
Signature Pad; 105310-540000– Equipment Purchase	280.00	5 yrs.
Window 7 – 105310-538000 Computer Software and Support	45.00	5 yrs.
Network Switch; – 105310-540000 Equipment Purchase	200.00	5 yrs.
iPad for CoPilot; 105310-540000 Equipment Purchase	675.00	3 yrs.
iPad Case; 105310-540000 Equipment Purchase	75.00	3 yrs.
Web Filter; 105310-538000 Computer Software and Support	40.00	3 yrs.
Office 365; 105310-538000 Computer Software and Support	170.00	annual
Day Sheets Program; 105310-538000 Computer Software and Support	42.00	annual
RightFax – electronic fax; 105310-538000 Computer Software and Support	35.00	annual
Telephone Bill/Calls; 105310-532100 Telephone	140.00	annual
MetroE 100M – Internet; 105310-532100 Telephone	300.00	annual
Compass Support; 105310-538000 Computer Software and Support	1,250.00	annual
LaserFiche Support; 105310-538000 Computer Software and Support	80.00	annual
AWS Cloud storage/CoPilot; 105310-538000 Computer Software and Support	42.00	annual

Mobile Device Management: 105310-538000 Computer Software and Support	250.00	annual
Wireless Data Plan (smart phone): 105310-532100 Telephone	700.00	annual
Wireless Device Cases/Car chargers; 105310-532100 Telephone	80.00	annual
Compass licenses: 105310-538000 Computer Software and Support	4,130.00	once
LaserFiche licenses: 105310-538000 Computer Software and Support	150.00	once
Windows Server user CALS: 105310-538000 Computer Software and Support	40.00	once
Telephone: 105310-532100 Telephone	300.00	once
Key Fob: 105310-540000 – Equipment Purchase	30.00	once
Desk; 105310-540000 – Equipment Purchase	1500.00	10 years
Chair; 105310-540000 – Equipment Purchase	150.00	5 years
Apple Ipad Warranty: 105310-538000 Computer Software and Support	100.00	2 years
Computer Warranty: 105310-538000 Computer Software and Support	130	once
MDM MaaS360 license: 105310-538000 Computer Software and Support	150	once
Compass Connect for Ipad: 105310-538000 Computer Software and Support	2,000	Once

Request for Service Expansion

Title of Service Expansion Custodian/Housekeeper Position

Name of Department: Social Services

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

3.5 The Agency will provide clients with satisfactory customer service in a timely manner, as well as treat clients with dignity and respect.

5.1 The agency will draw down 100% of its budgeted federal and state funds.

5.3 The agency will experience less than 20% employee turnover.

This year our agency has experienced a great number of factors that contribute to the need for an in-house janitorial/maintenance person. Among these are:

- Need for more efficient cleaning crew – The contract staff utilized for our agency only empties trash receptacles, sweeps the floor and minimally cleans restrooms. Our agency is large and employs over 100 people. The restrooms have been renovated within the last year, but are already showing signs of improper upkeep. This will require future renovations to be completed which could be avoided by proper cleaning and maintenance. The director's restroom sink and the lounge sink are not cleaned properly. The lounge in general is never attended to by the contract staff.
- General maintenance – An on-site staff member could alleviate the need for the county maintenance staff to come over for smaller tasks. The on-site employee could replace light bulbs, open vents, repair desks/chairs, assemble office furniture, help with moving large items, parking lot/grounds cleaning and maintenance and any other issue that could arise. This employee could also monitor the building and grounds for potential hazards to clients and employees. This on-site staff member would make frequent overviews of the building and grounds to identify any hazards or anything in need of repair. This employee could also clean potentially hazardous spills immediately.
- Courier service – This staff member could serve as an inter-office courier to allow administrative staff time to complete assigned duties. Currently an administrative supervisor is tasked with this duty and it requires approximately one hour of the day to complete.
- Correspondence with county maintenance – Currently, an administrative employee is corresponding with county maintenance for issues in the agency. This takes approximately one hour per day of valuable time.

The addition of this staff member will help insure that our building is safe and clean for our clients and employees, limiting the chance of accidents caused by maintenance issues. This leads to greater client and employee satisfaction, helping to meet goals.

This employee will allow administrative staff to more effectively perform assigned duties. Approximately two hours per day of administrative time will be saved by attaining a housekeeping/maintenance person. Currently these two hours per day are \$49.35 (the hourly rate of the two employees plus benefits x 2). The cost of these same hours for the housekeeping employee would be \$34.62, saving \$7.37/hour. This would result in a savings of \$3,605.92 (\$7.37/hour x 8 hours x 52 weeks) when you see the hourly difference for two hours a day of when a janitorial person completes the work as opposed to an administrative assistant.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$38,993	105310-512100: Salaries; \$28,634 105310-518100: FICA 6.2%; \$1,758 105310-518200: Loc. Gov. Emp. Retirement; \$1,892 105310-518300: Hospitalization \$5,703 105310-518400: Medicare 1.45%: \$412 105310-518600; Life Insurance – Employee; \$26 105310-518900; 401(K) Employer Contribution; \$568
Operational	\$2,935	105310-540000 – Equipment Purchase; \$1,740 105310-538000 Computer Software and Support; \$425 105310-532100 Telephone; \$770
Capital Outlay	0	0
Total Expenditures	\$41,928	

Revenue to offset Costs	\$13,837	Personnel: \$12,868/33% Operational: \$967/33% These revenue offsets would be spread across all available revenue lines as this is an administrative cost.
Total Cost of Service Expansion	\$28,091	

Operational costs	Cost	Frequency
Computer; 105310-540000 – Equipment Purchase	\$1,200.00	5 yrs.
Monitors; 105310-540000– Equipment Purchase	230.00	5 yrs.
Mouse & Keyboard; 105310-540000– Equipment Purchase	40.00	5 yrs.
APC battery backup; 105310-540000– Equipment Purchase	70.00	5 yrs.
Window 7 – 105310-538000 Computer Software and Support	45.00	5 yrs.
Network Switch; – 105310-540000 Equipment Purchase	200.00	5 yrs.
Web Filter: 105310-538000 Computer Software and Support	40.00	3 yrs.
Office 365; 105310-538000 Computer Software and Support	170.00	annual
Telephone Bill/Calls: 105310-532100 Telephone	140.00	annual
MetroE 100M – Internet: 105310-532100 Telephone	300.00	annual
Windows Server user CALS; 105310-538000 Computer Software and Support	40.00	once
Telephone: 105310-532100 Telephone	300.00	once
Key Fob: 105310-540000 – Telephone	30.00	once
Computer Warranty: 105310-538000 Computer Software and Support	130	once

Request for Service Expansion

Title of Service Expansion: Administrative Assistant I reclassification to Paralegal I

Name of Department: Social Services

Purpose and Justification: The request will meet the following Leading by Results Goal of the Department of Social Services:

2.1 Of all children discharged from foster care to reunification in the year who had been in foster care for 8 days or longer, the agency will have 65% of children who are reunified in less than 12 months from the date of the latest removal.

2.2 Of all the children who were discharged from foster care to a finalized adoption in the year, the agency will have 35% of all the children who were discharged in less than 24 months from the date of the latest removal from the home.

4.1 The agency will have less than 15% aged and/or disabled adults who are repeat victims of confirmed abuse, neglect, or exploitation.

5.2 The agency will collect \$60,000 of its substantiated overpayment claims enforced by the Program Integrity Investigator.

5.3 The agency will experience less than 20% employee turnover during FY 2015-2016.

We are requesting this position to be re-classified as a paralegal position, for the following reasons: last year, our attorney prepared in excess of 330 court orders, prepared 4 appellate briefs, and filed about 25% more petitions than the previous year in regards to guardianship and child protective services. Presently, the administrative assistant position's job description does not allow the employee to prepare legal documents. It is essential that the attorney's support person be allowed to prepare legal documents to assist the attorney. If this is unable to be done the attorney is not available to perform actual attorney functions. As a result of having to complete legal documents it limits the attorney's time in which vital staffing with Social Workers and Supervisors is needed. This staffing assists in the preparation for court or to discuss cases as it pertains to the next legal proceeding that will assist in setting strategic goals to move cases through the system faster. Preparing legal documents also prohibits the attorney's ability to discuss cases with other attorneys prior to court which can often result in agreements being made thus reducing the amount of time spent in court for all parties involved, including Social Workers. Failure to have adequate time to complete these tasks can result in continuances. Continuances lead to prolonged stays in foster care, and as such, the continuances increase the cost of foster care services for the families involved. The attorney is unable to address the appropriate amount of time in staffing Program Integrity cases in the recoupment of public assistance funds received fraudulently.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$10,363	105310-512100: Salaries; \$8,995 105310-518100: FICA 6.2%; \$558 105310-518200: Loc. Gov. Emp. Retirement; \$600 105310-518400: Medicare 1.45%; \$130 105310-518900; 401(K) Employer Contribution; \$80
Operational	0	0
Capital Outlay	0	0
Total Expenditures	\$10,363	

Revenue to offset Costs	\$3,312	Personnel: \$3,312/33% These revenue offsets would be spread across all available revenue lines as this is an administrative cost.
<i>Total Cost of Service Expansion</i>	<i>\$7,051</i>	

Request for Service Expansion

Title of Service Expansion Income Maintenance Temporary Workers

Name of Department: Beaufort County Department of Social Services

Purpose and Justification:

1.2 The agency will provide 100% timeliness in processing for all Medicaid and/or NC Health Choice.

3.4 The Agency will provide 100% timeliness processing for all Food & Nutrition Services Cases.

Prior to the implementation of NCFAST, Income Maintenance Caseworkers were able to take and process applications for the Low Income Energy Assistance Program (LIEAP) as well as take and process applications for the Crisis Intervention Program (CIP). Workers have faced many challenges since the implementation of NCFAST in order to process applications timely and accurately for Food and Nutrition Services as well as Medicaid. Caseworkers have needed to focus all of their time on these programs which caused them to be unable to process applications for the Low Income Energy Assistance and Crisis Intervention Program. Since caseworkers were unable to process these applications it has left Income Maintenance Supervisors to take and process applications for these programs since line staff were focusing on other programs. Over the last several years this too has become a challenge for Income Maintenance Supervisors to take and process CIP and LIEAP applications in addition to the supervisor duties that are needed to accomplish timeliness and accurate processing of all other programs. As additional programs are added into NCFAST we anticipate additional issues and concerns which will prevent supervisors from taking and processing these applications.

We are requesting additional dollars within the temporary line to hire temporary workers to take and process CIP and LIEAP applications. Having temporary workers will enable supervisors to continue assisting and training workers, monitoring reports and ensuring the agency is complying with all policy requirements. We anticipate hiring 5 temporary workers for a duration of 6-8 weeks, which will assist with the bulk of the CIP and LIEAP applications in the peak seasons.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$38,247	105310-539300 Temporary Employment Services
Operational	\$27,760	105310-540000 – Equipment Purchase; \$7,750 105310-538000 Computer Software and Support; \$19,310 105310-532100 Telephone; \$700

Capital Outlay		
Total Expenditures	\$66,007	

Revenue to offset Costs	\$47,408	<p>Personnel: \$38,247/100% This revenue would be attributed 10-100222-493568; Energy Assistance</p> <p>Operational: \$9,161/33% These revenue offsets would be spread across all available revenue lines as this is an administrative cost.</p>
Total Cost of Service Expansion	\$18,599	

Expansion Item	Cost	Frequency
Computer 105310-540000 – Equipment Purchase	\$1,200.00 x 5 = \$6,000	5 yrs.
Monitors 105310-540000– Equipment Purchase	230.00 x 5 = \$1,150	5 yrs.
APC battery backup ; 105310-540000– Equipment Purchase	70.00 x 5 = \$350	5 yrs.
Window 7 105310-538000 Computer Software and Support	45.00 x 5 = \$225	5 yrs.
Network Switch 105310-540000 Equipment Purchase	50.00 x 5 = \$250	5 yrs.
Web Filter 105310-538000 Computer Software and Support	40.00 x 5 = \$200	3 yrs.
Office 365 105310-538000 Computer Software and Support	170.00 x 5 = \$850	annual
Day Sheets Program 105310-538000 Computer Software and Support	42.00 x 5 = \$210	annual
RightFax – electronic fax 105310-538000 Computer Software and Support	35.00 x 5 = \$175	annual
Telephone Bill/Calls 105310-532100 Telephone	50.00 x 5 = \$250	annual
MetroE 100M – Internet 105310-532100 Telephone	60.00 x 5 = \$300	annual
Compass Support 105310-538000 Computer Software and Support	1,000.00 x 5 = \$5,000	annual
LaserFiche Support 105310-538000 Computer Software and Support	80.00 x 5 = \$400	annual
Compass licenses 105310-538000 Computer Software and Support	2,130.00 x 5 = \$10,650	once
LaserFiche licenses 105310-538000 Computer Software and Support	150.00 x 5 = \$750	once
Windows Server user CALS 105310-538000 Computer Software and Support	40.00 x 5 = \$200	once

Computer Warranty: 105310-538000 Computer Software and Support	130.00 x 5=\$650	once
Key Fob : 105310-540000 – Telephone	30.00 x 5=\$150	once

Request for Service Expansion

Title of Service Expansion: Administrative Assistant II reclassification to an Administrative Assistant III

Name of Department: Social Services

Purpose and Justification: The request will meet the following Leading By Results Goal of the Department of Social Services:

5.1 The agency will draw down 100% of its budgeted federal and state funds.

5.4 The agency will maintain a 95% accuracy rate with the annual single county audit.

We are requesting dollars in salary line item for funding to reclassify our current Administrative Assistant II to an Administrative Assistant III. This position would take on additional duties of being the overseer of the audits and corrective action plans to ensure that these were being followed, preparing the annual report, compiling all fiscal information for the annual report, and be the point person to retrieve pertinent information as it related to policy and law changes that would affect those in the agency. This position would also be the primary back up to the Accounting Technician II for payroll.

We want to move this requirement to this position on a permanent basis as to shift minor personnel duties to the position that previously completed the payroll function.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$3,468	105310-512100: Salaries; \$2,999 105310-518100: FICA 6.2%; \$186 105310-518200: Loc. Gov. Emp. Retirement; \$200 105310-518400: Medicare 1.45%; \$43 105310-518900; 401(K) Employer Contribution; \$40
Operational		
Capital Outlay		

Total Expenditures	\$3,468	
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Revenue to offset Costs	\$1,120	.Personnel: \$1,120/33% These revenue offsets would be spread across all available revenue lines as this is an administrative cost.
Total Cost of Service Expansion	\$2,348	

Request for Service Expansion

Title of Service Expansion Program Integrity – Temporary Monies

Name of Department: Social Services

Purpose and Justification: The request will meet the following Leading By Results Goal of the Department of Social Services:

5.2 The agency will collect \$60,000 of its substantiated overpayment claims enforced by the Program Integrity Investigator.

The complexity of the cases and the number of ongoing cases and referrals that we receive in our agency is the reason that we are requesting this position. We continue to see exorbitant measures being taken in fraud cases where income/information is withheld thus taking extensive investigatory work to prove allegations beyond a reasonable doubt. In the past year we have had a major child care fraud case that resulted in diverting the attention of the full time worker for the better part of a month and the majority of her attention over the course of a year. This is something that we have not experienced in the past. We anticipate future cases similar to these in the child care program. This pulled the worker from the continuous referrals from the agency, outside sources, FRR and BEER reports that we receive on a daily and monthly basis. The FRR and BEER reports have the possibility of generating anywhere between 35 and 75 cases, depending on the size of the report, each month. It has become increasingly more difficult to meet the threshold of no less than 90% of the cases being resolved within the required timeframe of 180 days. This position would help us to ensure that these policy requirements are met. The North Carolina Department of Health and Human Services has informed us in meetings that the USDA is reviewing the state's percentage of overdue fraud cases. We want to be able to ensure that we can meet policy requirements in Beaufort County. We have been informed that the failure to maintain the 90% threshold of fraud cases being completed timely, could in and of itself, result in the loss of federal funding in the future if this is not corrected. This has been communicated by the USDA for Food and Nutrition Administration funding. This in no way has any correlation with the possibility of federal funding being withdrawn as it relates to the timeliness of processing Food and Nutrition applications. This request will assist us in maintaining the threshold of not having less than 90% of our current caseload overdue.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$24,230	\$23.29 hour x 20 hours a week x 52 weeks, this cost includes the admin dollar to the temporary agency
Operational		
Capital Outlay		
Total Expenditures	\$24,230	

Revenue to offset Costs	\$12,115	Personnel \$12,115/33% Revenue would be attributed to 10-100222-410561;Food Stamps. There could be small amounts to 10-100222-493778; Medical Assistance and/or 10-100222-493575; Child Care Administration
<i>Total Cost of Service Expansion</i>	<i>\$12,115</i>	

Request for Service Expansion

Title of Service Expansion: Administrative Assistant I reclassification to an Administrative Assistant II

Name of Department: Social Services

Purpose and Justification: The request will meet the following Leading by Results Goal of the Department of Social Services:

3.5 The Agency will provide clients with satisfactory customer service in a timely manner, as well as treat clients with dignity and respect.

5.3 The agency will experience less than 20% employee turnover.

5.4 The agency will maintain a 95% accuracy rate with the annual single county audit.

We are requesting dollars in salary line item for funding to reclassify our current Administrative Assistant I to an Administrative Assistant II. This position supervises a unit of six with a wide variety of responsibilities across the agency. They must be knowledgeable of and able to perform any of the duties of the unit if needed. The recent technological advancements at DSS requires this position to provide a high level of supervision and records management. This position has taken on the implementation of a new recruitment and personnel management software that will increase the efficiency in which applications are processed and will eventually manage all personnel files. In order to have separation of duties this position is also responsible for a variety of fiscal functions related to the energy programs and program integrity.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$3,468	105310-512100: Salaries; \$2,999 105310-518100: FICA 6.2%; \$186 105310-518200: Loc. Gov. Emp. Retirement; \$200 105310-518400: Medicare 1.45%; \$43 105310-518900; 401(K) Employer Contribution; \$40
Operational	0	0
Capital Outlay	0	0

Total Expenditures	\$3,468	
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Revenue to offset Costs	\$1,120	Personnel: \$1,120/33% These revenue offsets would be spread across all available revenue lines as this is an administrative cost.
<i>Total Cost of Service Expansion</i>	\$2,348	

Request for Service Expansion

Title of Service Expansion Telephone and Door System

Name of Department: Social Services

Purpose and Justification: Our current telephone system is over 8 years old and we have experienced problems, specifically with software upgrades and compatibility, hardware failures and system failure. There is no warranty on the current telephone system, so when there is a problem, it is very costly to replace parts. From a past experience, the telephone and door systems were down for several days before the parts were ordered, arrived, and installed. This caused many problems communicating with clients and others. A new telephone system will give the reliability that is so essential to the operation of the agency.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$250,000	Complete agency-wide telephone system – all inclusive - main telephone system, door system, hardware, software, and warranty/support.
Capital Outlay		
Total Expenditures	\$250,000	

Revenue to offset Costs	\$87,500	Operational: \$87,500/35% These revenue offsets would be spread across all available revenue lines as this is an administrative cost.
Total Cost of Service Expansion	\$162,500	

Request for Service Expansion

Title of Service Expansion Processing Assistant IV Salary Increases

Name of Department: Social Services

Purpose and Justification: The request will meet the following Leading by Results Goal of the Department of Social Services:

3.5 The Agency will provide clients with satisfactory customer service in a timely manner, as well as treat clients with dignity and respect.

5.3 The agency will experience less than 20% employee turnover.

5.4 The agency will maintain a 95% accuracy rate with the annual single county audit.

The Department of Social Services Board recommended at its February 15, 2016 that the Processing Assistant IV positions that are capable at anytime of handling front desk duties in the Administrative Unit be given a \$50 a month raise, totaling \$600 annually per position. The agency currently has seven of these positions.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$4,887	105310-512100: Salaries; \$4,200 105310-518100: FICA 6.2%; \$261 105310-518200: Loc. Gov. Emp. Retirement; \$280 105310-518400: Medicare 1.45%; \$62 105310-518900; 401(K) Employer Contribution; \$84
Operational	0	0
Capital Outlay	0	0
Total Expenditures	\$4,887	

Revenue to offset Costs	\$1,613	Personnel: \$1,613/33% These revenue offsets would be spread across all available revenue lines as this is an administrative cost.
Total Cost of Service Expansion	\$3,274	

Request for Service Expansion

Title of Service Expansion: Aurora Fossil 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	\$5,000	Additional funds requested by agency above current year allocation of \$2,000.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$5,000</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

RECEIVED

MAR 18 2016

Budget Form 1

Agency: Aurora Fossil Museum Foundation, Inc. Amount Requested \$ 7,000.⁰⁰

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimated Actual Expenses	FY 2016-17 Budget Request
REVENUES:				
Requested from Beaufort County	0	\$ 2,000. ⁰⁰	\$ 2,000. ⁰⁰	\$ 7,000. ⁰⁰
Federal				
State				
Cities/Towns				
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers			\$ 5,000. ⁰⁰	
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:			\$ 7,000. ⁰⁰	\$ 7,000. ⁰⁰
EXPENSES:				
Salaries and Benefits				
Program Services			\$ 7,000. ⁰⁰	\$ 7,000. ⁰⁰
Contractual Services				
Commodities & Supplies				
Fundraisers				
Capital				
Other				
TOTAL:			\$ 7,000. ⁰⁰	\$ 7,000. ⁰⁰

Organizational Data

CHAIRMAN President: I. K. "TEX" GILMORE
 Executive Director: CYNTHIA CRANE
 Treasurer: DAN FUKINSKY
 Other Officers: Rich Olsen, Maria Genser, Dr. Jay Goldberg, Cliff Williams, Al Kutzing, Steve Culver, Bruce Hargreaves

Completed by: Cynthia D. Crane
 (Signature)

Date: March 14, 2016

Cynthia D. Crane
 (Name)

Director
 (Title)

Phone: 252-322-4230

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

RECEIVED
MAR 18 2016

Budget Form 2

Agency: Aurora Fossil Museum Foundation, Inc.

1. WHOM DO YOU SERVE?	Fiscal 2014-15 Last Yr Actual	Fiscal 2015-16 This Yr Estimated	Fiscal 2016-17 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	14,429	15,073	16,000
1a. Total continuing from previous fiscal year			
1b. Total new for the year	14,429	15,073	16,000
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	47 States 20 Countries	All 50 States +25 Countries	All 50 States + 30 Countries
3. AGE GROUP TOTAL:	All Ages	All Ages	All Ages
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	All Ages	All Ages	All ages
4. INCOME OF PARTICIPANTS TOTAL:	14,429	15,073	16,000
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	14,429	15,073	16,000
5. SEX TOTAL:	14,429	15,073	16,000
5a. Male			
5b. Female			
5c. Not recorded	14,429	15,073	16,000

Beaufort County
Request for County Appropriation
Budget Form 3

RECEIVED
MAR 18 2016

Agency: Aurora Fossil Museum Foundation, INC.

Contact Information: P.O. Box 352
AURORA, NC 27806-0352
252-322-4238

Amount Requested: \$ 7,000.⁰⁰

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

- SEE ATTACHED -

Completed By:

Cynthia D. Crane, Director
Printed Name & Position

Cynthia D. Crane, March 14, 2016
Signature & Date



Aurora Fossil Museum Foundation, Inc.
www.aurorafossilmuseum.org
aurfosmus@yahoo.com

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

RECEIVED

MAR 18 2018

March 14, 2016

Attachment for Budget Form 3

The funds requested will be utilized to help offset the costs incurred of updating and enhancing the fossil room in the Aurora Fossil Museum Learning Center. This will be carried out through additions to the displays such as visual aids and updated educational information. Also, these funds will contribute to the construction of additional display space to house new fossils in an effort to enhance the visitor experience.

Sincerely,

Cynthia Crane, Director
Aurora Fossil Museum Foundation, Inc.

Request for Service Expansion

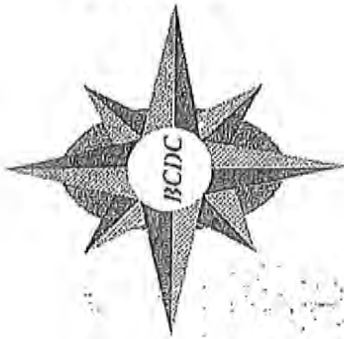
Title of Service Expansion: Beaufort Area Transit System (B.A.T.S) Additional Funding

Name of Department: Beaufort County Developmental Center

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	\$30,000	Additional funds requested by agency above current year allocation of \$73,750.
Capital Outlay		
Total Expenditures	\$30,000	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$30,000</i>	



Beaufort County Developmental Center
1534 West Fifth Street
Washington, NC 27889
(252) 946-0151

March 6, 2016

Mr. Brian Alligood
Ms. Anita Radcliffe

And the Honorable Members of the Beaufort County Board of Commissioners
121 West 3rd Street, P.O. Box 1027
Washington, NC 27889

249

Dear Mr. Alligood, Ms. Radcliffe,
and Members of the Beaufort County Board of Commissioners,

Enclosed for your review and consideration are the FY 2016-2017 funding requests for both the Beaufort County Developmental Center and the Beaufort Area Transit System.

Since 1974, BCDC has been providing a diverse range of services for Beaufort County's children and adults with a broad range of intellectual and developmental disabilities. These services include adult day support, day activity, vocational development and job placement services; residential programming and housing through 2 5-bed DHHS-licensed group homes and a 9-unit apartment complex; and the highest quality of childcare, supportive interventions, and specialized education services to children with and without disabilities. Our adult services programs are nationally accredited by the Commission on Accreditation of Rehabilitation Services; our children's services are licenses by the North Carolina Division of Child Development Services, and are 5-star licenses---in fact, the Child Development Center is the only child care center in Beaufort County with a perfect licensing score. Our detailed attention to the highest quality of service delivery is instrumental in providing stability through services and supports to hundreds of Beaufort County families.

In 1991, BCDC was the only local agency to respond to the County's request a "lead" transportation provider for Beaufort County. This was formed the Beaufort Area Transit System, which provides specialized medical transportation for the elderly, disabled, and economically disadvantaged. Through these transportation efforts, citizens with special needs are able to access needed services at area and regional medical clinics and hospitals, nutrition sites, pharmacies, and human service site locations. These transit services are carefully coordinated with 15 other Beaufort County-based agencies, including the Department of Social Services and the Department of Public Health, and medical-providers throughout the area, to create a single coordinated and consolidated transportation system serving all of Beaufort County. In addition to these specialized transit services, we also offer transportation to members of the rural general public. These services are available throughout the county, and are open to any resident in need of transportation.

Through these combined BCDC and BATS program efforts, we provide services to nearly 1,000 Beaufort County citizens each year. Our services touch the lives of hundreds of families and households, and add to the quality of their lives through safe and affordable human service and transit service resources.

Our county funding request for FY 2016-2017 totals \$158,750 (\$55,000 for child development, vocational training, and residential services operated by BCDC, and \$103,750 for the county's specialized and rural general public transportation services, which are operated through BATS---a division of BCDC). As compared to the County's current support of these programs, this is a "level" funding request for the BCDC Intellectual and Developmental Disabilities services, and a requested increase of \$30,000 for BATS, which---as noted above---serves the County as the lead transportation agency and coordinates all specialized and general public transit services.

The BATS increase is directly related to grossly increased vehicle repair and maintenance expenses due to our aging fleet, and increased staff travel and staff development costs due to the implementation of several new technology applications (TripMaker routing software, Asset Management software, and a new cost accounting system---all mandated by NCDOT). Regarding the increased vehicle repair and maintenance costs, it should be noted that BATS follows an NCDOT prescribed Asset Management program and vehicle preventive maintenance program---our compliance with that program is 100%. Several years ago vehicles were replaced at 100,000 miles, but that replacement schedule has since been increased to 140,000 miles. As evidenced by our compliance rating, we are properly maintaining the vehicles, but the extra required mileage has translated into dramatic increases in engine, transmission, and air conditioning repairs or replacement. The following are the annual maintenance and repair expenses for the BATS system from the period of FY 2011 through the current fiscal year---a nearly 7-fold increase:

FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
\$5951	\$7508	\$14824	\$13602	\$20525	\$24287 this year first 7 months (\$41634 projected annual expense)

These repair expenses are not reimbursable by NCDOT. To date, BCDC has borne these increasing BATS expenditures year after year, but can no longer absorb them in support of the county-wide transit system, and we must seek the County's support in this matter

Keeping in mind that this is a joint funding request for both BCDC and the BATS transit system operations, the following is an overview of the specifics of each request:

Regarding the BCDC request, we are seeking \$25,000 for the operation of our Child Development Center (which serves 30 severely disabled children daily), \$20,000 for the operation of our Residential Services Programs (which serves 20 severely disabled adults in a 24/7/365 supervised housing model), and \$10,000 for the operation of our Adult Developmental Vocational Program and Adult Day Activity Program (which serves 46 severely disabled adults each day in both a work and community based day activity setting). All participants are residents of Beaufort County. BCDC has a long history of service delivery to children and adults with intellectual and developmental disabilities such as mental retardation, cerebral palsy, and traumatic brain injury, and the community has come to rely on our programs to serve those with specialized needs. Our adult programs are nationally accredited by the Commission on Accreditation of Rehabilitation Facilities, and our children's services programs have earned the coveted 5-star rating from the NC Division of Child Development Services. As noted above, our center is the only child care facility to earn a perfect score during our most recent licensing review. These accreditation efforts, licensing, and compliance monitoring activities reflect BCDC's commitment to high quality service delivery and accountability in our business and operating practices. Our programs and services are recognized assets to this community, and contribute to an improved quality of life for hundreds of families.

Regarding the BATS request, the county's participation and support---through your allocation of \$103,750---is essential to the continued operation of Beaufort County's transportation system. BCDC provides the management and operation of the system under contract to the Beaufort Area Transit System's Board of Directors. Your allocation of \$103,750 in county funds will help to leverage the over \$300,000 in state and federal funding available to the County for the overall system operations, which includes system administration, capital equipment and vehicle replacement, and the local matching share for the EDTAP (Elderly and Disabled Transportation Assistance Program) and the Rural General Public program. The County's support also helps to offset some of the un-reimbursable expenses BCDC incurs through its management and administration of what is, after all, the County's transit system. We serve only Beaufort County citizens. Continually increasing utilization is mainly in medical transportation (which begins at 3 a.m. each weekday morning) and in services to members of the general public. We transport the County's citizens over 350,000 miles each year. Your support will allow us to continue service delivery at the current level, and the ability to provide life-sustaining medical transit (to dialysis clinics and cancer treatment facilities) and other services to people in need. A total of 15 Beaufort County-based human services agencies utilize BATS services.

We have been fortunate to receive some technical assistance and support services from RLS & Associates based in Ohio. NCDOT has contracted with them on our behalf, and among their many functions they have been assisting us with this budget preparation process. BATS receives Section 5311 Rural Transit Program assistance for administrative expenses only. The FTA Section 5311 Rural Transit Program can provide up to 50% funding to support transit operations including administrative expenses after total operational expense is reduced by the fares collected. In addition to the Section 5311 grant funds, BATS receives state Elderly and Disabled Transportation Assistance Program and Rural Transit Program funding to subsidize the cost of public transportation trips. The combination of federal and state funds covers approximately 41% of the BATS operating budget. BATS relies on income from contract trips and funding from the county to sustain the public transit program. Section 5311 Rural Public

transit is always heavily reliant on local funding from the county or city. Based on RLS & Associates, Inc. experience working with rural transit systems throughout the United States, the typical county and city financial commitment is equal to 20% to 35% of the operating expense. The 2016 fiscal year budget for BATS is \$575,466, therefore per the above formula, the County's commitment range would be \$115,093 to \$201,413. From that perspective, we believe a requested increase of \$30,000---bringing the total BATS contribution to \$103,750---to be reasonable.

Please understand that the County's annual allocation to BCDC for BATS system operations is used in several ways in addition to meeting local matching share requirements. The following will summarize the benefits the County receives from these activities:

- The key components of transit system operation could be summarized in categories such as the *employment and supervision of personnel* (the human resources activities necessary to recruit/screen/select qualified personnel, the payroll and benefits structure needed to compensate and retain qualified drivers and supervisors, the establishment of the procedures needed to operate the system on a day-to-day basis, and to respond to emergencies or implement weather-related variations in the schedule, etc.); *financial management and oversight* (budget development, daily / weekly / monthly monitoring of revenue and expenses, purchasing of materials and supplies, payroll, management of accounts payable and receivable, monthly and quarterly reporting to the NC Department of Transportation, required cost-finding summaries and reports, requests for reimbursement, and processing of the numerous applications for the various county, state, and federal funds needed to operate the system); *vehicle acquisition and fleet maintenance* (necessary to maintain a safe, well-maintained, and economical fleet of vehicles with which to provide transportation services); and *marketing and public relations* (so as to educate specialized populations, human services agencies, and the general public about the availability of this service and its operating guidelines). In other words, we are providing the County with a turn-key transit system operation, and have totally relieved the county of any public transportation obligations.

- A word about the *cash flow and the financial resources* needed to operate this transportation system is also in order. It is essential that the Commissioners realize that all state and federal transportation revenues are realized on a reimbursement basis only. Because of the state budget cycle, we don't receive any state or federal revenues for transit system operations until late October or early November of each fiscal year. BCDC must expend funds in advance for staff salaries (and all of the other activities described above) in order to 'draw down' the available state revenues later. In other words, **transportation services operate off of BCDC's fund balance for the first 4 months of each fiscal year.** In this current fiscal year, this has required over \$160,000 of BCDC fund balance to sustain system operations, while awaiting reimbursement for expenditures and for service delivery.

In FY 2014-2015, the County began to provide BCDC assistance with the cash flow associated with transportation system operations. As noted above, we receive no reimbursement from state or federal government sources until 4 or 5 months into the fiscal year. We would ask the County to **continue** to allow BCDC to bill it for the state/federal grant amounts on a monthly basis, and then BCDC will fully reimburse the County when the state and federal funds begin to flow down to the local level. By agreeing to do this, the County would be allowing the transportation system to operate off its fund balance, instead of BCDC's (which is needed to sustain all the other programs and services we provide to the County's population with intellectual and developmental disabilities).

Similarly, the disbursement of federal and state funds from the EDTAP, ROAP, and RGP grants is now subject to the same delays. In this current fiscal year, the total of BCDC's share of these three grants was \$96,153 (the grants are actually split between DSS and BCDC, so the above number only reflects the BCDC share). DOT made a 25% disbursement of those funds on September 30, and the balance were distributed on November 30. For the first six months of this year the combined Administrative Operating Grant, EDTAP, ROAP, and RGP reimbursement and grants payments totaled \$161,780...this is the amount that BCDC must support from its fund balance in order to maintain the BATS operations, equipment, and infrastructure, and the ever-increasing delays in the release of payments is negatively impacting our IDD service operations. I am asking the County to consider advancing all of these funds at the beginning of the fiscal year---the federal and state funds in question are per capita distributions, the amounts are known well in advance, and when the funds are released the payments are made by the state directly to the County.

On behalf of both the BCDC and BATS Boards of Directors, I would like to thank the County's Executive Staff and the Members of the Board of Commissioners for their time and consideration of these funding requests. Should you need to contact me for more detail about these requests, do not hesitate to call me at 946-0151, extension 203. You may also reach me via e-mail at ckiricoples@bcdc-solutions.org.

Sincerely,

Chris Kiricoples

Chris Kiricoples
Chief Executive Officer

cc: BCDC and BATS Boards of Directors

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: BCDC + BATS

Amount Requested \$ \$158,750

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimated Actual Expenses	FY2016-17 Budget Request
REVENUES:				
Requested from Beaufort County	128750	128750		158750
Federal <i>> combined</i>	1200246	1272260		1275000
State	0	0		
Cities/Towns	0	0		10,000
United Way	0	0		
Other Counties excluding Beaufort County	0	0		
Other:				
Donations/Fundraisers	11000	24000		25000
Fees/Dues	1083226	1148283		1150000
Sales	154273	125000		150000
Miscellaneous	0	0		0
Beginning Balance (Deficit)				
TOTAL:	2577555	2698293		2768750
EXPENSES:				
Salaries and Benefits	1860203	1890203	1891058	1951058
Program Services	362690	407373	385950	395000
Contractual Services	105661	77000	75000	85000
Commodities & Supplies	232406	269277	291851	280000
Fundraisers	0	0	0	0
Capital	0	12800	12800	12500
Other <i>Rpr & Maint.</i>	36814	41634	41634	45192
TOTAL:	2597774	2698293	2698293	2768750

Organizational Data

President: Mr. Charles C. Edwards, Jr.

Executive Director: Chris Kiricoples

Treasurer: Dennis Seiler

Other Officers: Allen Pittman, V.P.

Completed by: Ching. Kicof 254

Date: March 4, 2016

Beaufort County, North Carolina

PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: BCDC + BATS

1. WHOM DO YOU SERVE?	Fiscal 2014-15 Last Yr Actual	Fiscal 2015-16 This Yr Estimated	Fiscal 2016-17 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	909	926	950
1a. Total continuing from previous fiscal year	898	908	926
1b. Total new for the year	9	18	24
1c. Total terminated during the year	2	1	2
2. RESIDENCE OF PARTICIPANTS			
TOTAL:			
2a. Washington	551	558	558
2b. Washington Park	27	27	27
2c. Chocowinity	93	93	93
2d. Bath	22	22	22
2e. Belhaven	101	107	119
2f. Aurora	87	92	104
2g. Pantego	12	12	12
2h. Pinetown	16	15	15
2i. Outside Beaufort County or Unknown	0	0	0
3. AGE GROUP			
TOTAL:			
3a. Infants through 4 years of age	82	82	82
3b. 5 through 12 years of age	10	10	10
3c. 13 through 17 years of age	0	0	0
3d. 18 through 29 years of age	12	15	15
3e. 30 through 64 years of age	520	527	539
3f. 65 and over	285	292	304
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS			
TOTAL:			
4a. Below official poverty level (\$12,000)	167	216	228
4b. At or near poverty level	594	594	606
4c. Middle income (\$30,000)	150	101	101
4d. Upper income (\$60,000)			0
4e. Not known or not applicable			
5. SEX			
TOTAL:			
	255		
		1101	1116

5b. Female	511	520	532
5c. Not recorded			

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Beaufort County Developmental Center
+ Beaufort Area Transit System

Contact Information: Chris Kiricoples, CEO
ckiricoples@bcadesolutions.org
252-946-0151 x 203

Amount Requested: BCDC = \$55,000 / BATS = \$103,750
Total = \$158,750

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 narrative

description & detailed explanation.

Completed By:

Chris Kiricoples, CEO
Printed Name & Position

Chris Kiricoples 3/4/14
Signature & Date

(Signature)

Chris Kiricoptes

(Name)

CEO

Phone:

946-0151

X 203

(Title)

Request for Service Expansion

Title of Service Expansion: Chocowinity 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	\$20,000	Additional funds requested by agency above current year allocation of \$7,200.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$20,000</i>	

RECEIVED

APR 27 2016

March 24, 2016

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

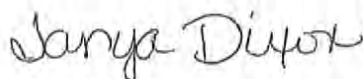
Dear Mr. Alligood,

I'm writing you on behalf of the Chocowinity Recreation Board. The Chocowinity Recreation Complex has the opportunity to provide recreational activities to all the children located on the Southside of the river. We currently have 270 participants from Aurora to Wilmar signed up for our Baseball and Softball programs. Due to the low income base in our area, we have strived to keep the registration fees at an affordable rate for our families. However our recreation complex is in desperate need of a new concession stand. We have battled over the last few years patching up the current concession stand in order to meet the standards of the Health Department.

We have held several fundraisers to help with improving our recreation complex with the thought that we would be able to use this to build our concession stand. However, we have been faced with unexpected expenses over the last two years. In 2014 we were forced to replace and repair bleachers and other facility structures due to the tornadoes that touched down at the recreation complex. In 2015 we spent approximately \$14,000 to redo all four of our fields due to drainage issues and no in depth maintenance in over 10 years.

Our current concession stand was built in the year 2000 expecting to serve the teams that we had at that time. Since then we have tripled the size of our recreation program with us currently fielding 28 teams this year. In order to construct a concession stand that will be able to provide for the size of our current program it has been quoted that it will cost us approximately \$35,000. Since we are a rural area and many of our participants are low income families, we do not feel like we can pass down the expense to our participants by raising the fees for participation. We would like to ask that you would consider giving us a one-time donation of \$20,000 in order to assist us in building a new concession stand that would help serve our community. We would greatly appreciate your consideration.

Sincerely,



Tanya Dixon
President
Chocowinity Recreation Department
252.945.1619

Chocowinity Recreation Department 2016 Participants per Area

AREA	NUMBER
Washington	20
VANCEBORO	9
Pinetown	1
GRIMESLAND	11
Chocowinity	166
Blounts Creek	17
Aurora	8
TOTAL PARTICIPANTS	232

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

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$2,000</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

RECEIVED
FEB 22 2016

Budget Form 1

Agency: Belhaven Memorial Museum INC Amount Requested \$ 3000.00

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimated Actual Expenses	FY2016-17 Budget Request
REVENUES:				
Requested from Beaufort County	1000.00	3000.00	3000.00	3000.00
Federal	—			
State	—			
Cities/Towns <u>Belhaven</u>	5913.00	5913.00	5913.00	5913.00
United Way	—			
Other Counties excluding Beaufort County	—			
Other:				
Donations/Fundraisers	—			
Fees/Dues	—			
Sales	—			
Miscellaneous	—			
Beginning Balance (Deficit)	—			
TOTAL:	6913.00	8913.00	8913.00	8913.00
EXPENSES:				
Salaries and Benefits	7424.00	Same	Same	Same
Program Services	676.00			
Contractual Services	—			
Commodities & Supplies				
Fundraisers	—			
Capital	—			
Other	250.00			
TOTAL:	8350.00			

Organizational Data

President: Butch Harris
 Executive Director: John Britt
 Treasurer: Starlon Creeke
 Other Officers:

Completed by: 
 (Signature)

Date: 2-16-16

Butch Harris
 (Name)

President/Director
 (Title)

Phone: 252-935-5150

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Belhaven Memorial Museum INC

1. WHOM DO YOU SERVE?	Fiscal 2014-15 Last Yr Actual	Fiscal 2015-16 This Yr Estimated	Fiscal 2016-17 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	4740	5000.00	6000.00
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington			
2b. Washington Park			
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown			
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Nor known or not applicable			
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded			

only # are kept!

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Belhaven Memorial Museum / NC

Contact Information: Butch Harris / Director

PO 220 Belhaven NC 27810

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 appropriation will be used to
pay employ of the museum and
all other general bills just to
keep us operating.

Completed By: Butch Harris Director
Printed Name & Position

 2-16-16
Signature & Date

Request for Service Expansion

Title of Service Expansion: Bath 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	\$1,729	Additional funds requested by agency above current year allocation of \$4,271.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$1,729</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

RECEIVED

MAR 07 2016

Budget Form 1

Agency: Bath Recreation Dept.

Amount Requested \$ 6,000.00

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimated Actual Expenses	FY2016-17 Budget Request
REVENUES:				
Requested from Beaufort County	6,000.00	6,000.00	6,000.00	6,000.00
Federal	0	0	0	0
State	0	0	0	0
Cities/Towns	500.00	500.00	500.00	500.00
United Way	0	0	0	0
Other Counties excluding Beaufort County	0	0	0	0
Other:				
Donations/Fundraisers	8,000.00	8,000.00	8,000.00	10,000.00
Fees/Dues	10,300.00	10,500.00	11,352.00	12,352.00
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	24,800.00	25,000.00	25,852.00	28,852.00
EXPENSES:				
Salaries and Benefits			0	0
Program Services - Rent, Utilities & Maintenance	9,000.00	9,000.00	9,000.00	9,018.00
Contractual Services	1,100.00	1,200.00	1,200.00	1,500.00
Commodities & Supplies	4,500.00	5,000.00	5,000.00	6,253.00
Fundraisers				
Capital				
Other <u>Insurance</u>	2,800.00	2,800.00	2,900.00	3,500.00
TOTAL:	17,400.00	18,000.00	18,100.00	20,271.00

Organizational Data

President: Doug Dixon

Executive Director:

Treasurer: Joanna Slade

Other Officers: VP: Chad Alligood, Secretary: Teresa Woodard

Completed by: Joanna F. Slade
(Signature)

Date: 03/04/2016

Joanna F. Slade
(Name)

Treasurer
(Title)

Phone: 252-944-8494

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

RECEIVED

MAR 07 2016

Budget Form 2

Agency: Bath Rec. Department

1. WHOM DO YOU SERVE?	Fiscal 2014-15 Last Yr Actual	Fiscal 2015-16 This Yr Estimated	Fiscal 2016-17 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	220	300	310
1a. Total continuing from previous fiscal year	220	280	300
1b. Total new for the year	0	20	10
1c. Total terminated during the year	0	1	0
2. RESIDENCE OF PARTICIPANTS TOTAL:	220	300	310
2a. Washington	10	10	10
2b. Washington Park			
2c. Chocowinity			
2d. Bath	170	270	280
2e. Belhaven	10		
2f. Aurora			
2g. Pantego	10	10	10
2h. Pinetown	20	10	10
2i. Outside Beaufort County or Unknown			
3. AGE GROUP TOTAL:	220	300	310
3a. Infants through 4 years of age	20	20	20
3b. 5 through 12 years of age	100	110	115
3c. 13 through 17 years of age	100	170	175
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:	0	0	0
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	0	0	0
5. SEX TOTAL:	220	300	310
5a. Male	120	140	150
5b. Female	100	160	160
5c. Not recorded			

Beaufort County
Request for County Appropriation
Budget Form 3

RECEIVED

MAR 07 2016

Agency: Bath Rec Department

Contact Information: Joanna Slade - 252-944-8494

P.O. Box 61 Bath NE 27808

Amount Requested: 1,000.00

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.

Bath Recreation Department offers recreational sport

activities to children from 4 years to eighteen years old

for different sports which include baseball, softball volleyball

and football, within the Bath School District and adjoining areas.

We will use this funding to add fencing to our

ball fields and buy much needed equipment for
the softball, baseball and volleyball programs.

Completed By: Joanna J. Slade - Secretary/Treasurer
Printed Name & Position

Joanna J. Slade 03/04/16
Signature & Date

Request for Service Expansion

Title of Service Expansion: B-H-M 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	\$9,500	Additional funds requested by agency above current year allocation of \$202,500.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$9,500</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: BHM Regional Library

Amount Requested \$ 212,000

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimated Actual Expenses	FY2016-17 Budget Request
REVENUES:				
Requested from Beaufort County	202,500	202,500	202,000	212,000
Federal	0	0	0	0
State	298,281	304,477	300,000	304,477
Cities/Towns	113,726	113,726	113,700	118,950
United Way	0	0	0	0
Other Counties excluding Beaufort County	133,332	133,332	132,000	143,400
Other:				
Donations/Fundraisers	4,957	5,000	5,000	5,000
Fees/Dues	12,095	12,000	12,000	12,000
Sales	0	0	0	0
Miscellaneous	134,111	181,030	181,000	100,000
Beginning Balance (Deficit)	0	0	0	0
TOTAL:	899,002	952,071	945,700	895,827
EXPENSES:				
Salaries and Benefits	561,055	585,423	583,000	627,018
Program Services	-	-	-	-
Contractual Services	-	-	-	-
Commodities & Supplies	-	-	-	-
Fundraisers	0	0	0	0
Capital	104,808	50,000	48,000	50,000
Other	253,331	316,648	314,700	218,809
TOTAL:	919,194	952,071	945,700	895,827

Organizational Data

President: Board Chairman: Ed Modlin
 Executive Director: Hannah Easley
 Treasurer: Finance officer: Amy Asby
 Other Officers:

Completed by: Hannah Easley
 (Signature)

Date: 3/7/16

Hannah Easley
 (Name)

Director
 (Title)

Phone: 252-946-6401 ext 3

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: BHM Regional Library

1. WHOM DO YOU SERVE?	Fiscal 2014-15 Last Yr Actual	Fiscal 2015-16 This Yr Estimated	Fiscal 2016-17 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	14,664	14,700	14,750
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	14,664		
2a. Washington	1,566		
2b. Washington Park			
2c. Chocowinity			
2d. Bath	1,573		
2e. Belhaven	3,870		
2f. Aurora	605		
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown	7,050		
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age] 2,111		
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age] 12,553		
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	✓	✓	✓

① This figure represents library card holders. Many of our patrons who use the computers & attend programs choose not to register for a card. Please see our attached FY 2014-2015 statistics for a more complete picture of our services.

② These numbers represent the home branch location of registered

BHM Regional Library Statistics FY 2014-2015

Circulation Statistics									
Branches	AFIC	ANF	JFIC	JNF	ILL	MAG	AUDIO	VIDEO	NP
HDQ	7651	847	2049	238	31	0	80	1048	36
AURORA	5069	251	193	57	0	51	81	977	2
BATH	4691	240	852	110	0	87	253	412	0
BELHAVEN	9428	597	1250	262	0	15	349	1075	5
MML	19954	1338	7341	2237	5	648	405	2670	52
MATTA	826	336	2322	1125	0	0	0	64	1
OCRA	1384	370	1540	884	0	0	26	426	8
RPL	4367	189	625	113	0	83	168	757	0
OUTREACH	4500	672	9156	564	0	0	252	180	1728
TOTAL	57870	4840	25328	5590	36	884	1614	7609	1832

AFIC: Adult Fiction (add in Trading Post)
 ANF: Adult Non-fiction
 JFIC: Juvenile Fiction (add in Trading Post)
 JNF: Juvenile Non-fiction
 ILL: Inter-library Loans (Headquarters and MML)
 MAG: Magazines
 AUDIO: Books-on-CD, Music CDs
 VIDEO: DVD'S, Cataloged or uncataloged
 NP: Non-print: Kits, Storybags, microforms, etc

Program Statistics									
Branches	APRI	APTI/ AT	APRO	APRO/ AT	CPRI	CPRI/ AT	CPRO	CPRO/ AT	YPRI
HDQ	1	15	0	0	1	3	0	0	0
AURORA	15	96	0	0	44	767	8	174	6
BATH	21	66	1	20	46	299	0	0	4
BELHAVEN	9	51	18	248	24	474	16	888	0
MML	63	289	0	0	60	1543	2	793	9
MATTA	4	37	0	0	3	28	2	18	2
OCRA	18	102	0	0	1	67	1	85	1
RPL	7	43	0	0	14	399	0	0	0
TOTAL	138	699	19	268	193	3580	29	1958	22

APRI: Number of adult programs – inside library
 APRI/AT: Total attendance at adult programs – inside library
 APRO: Number of adult programs – outside library
 APRO/AT: Total attendance at adult programs – outside library
 CPRI: Number of children's programs – inside library
 CPRI/AT: Total attendance at children's programs – inside library
 CPRO: Number of children's programs – outside library
 CPRO/AT: Total attendance at children's programs – outside library
 YPRI: Number of youth programs – inside library

Other Statistics									
Branches	DOOR	COMP USERS	WIFI USERS	REF QUES.	COPIES	MRNL	MRNL/ AT		
HDQ	20731	5194	814	1015	3272	0	0	0	0
AURORA	7210	2212	0	310	7252	0	0	0	0
BATH	6746	836	207	1111	891	0	0	0	0
BELHAVEN	22731	5192	0	2902	11643	44	138	0	0
MML	42086	11075	0	8305	33341	32	407	0	0
MATTA	0	0	0	0	0	0	0	0	0
OCRA	2809	1083	187	78	207	0	0	0	0
RPL	8945	3099	400	632	8622	0	0	0	0
TOTAL	111258	28691	1608	14353	65228	76	545	0	0

DOOR: Number of persons entering library
 COMP USERS: Number of persons using public computers
 WIFI USERS: Number of persons using laptop computers
 REF QUES: Number of Reference Questions
 COPIES: Number of Paid Printer and Copier copies
 MRNL: Number of times Meeting Room was used (NON-Library use)
 MRNL/AT: Total attendance for Meeting Room use (NON-Library use)

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: BHM Regional Library

Contact Information: Hannah Easley

heasley@bhmlib.org, 252-946-6401 ext. 3

Amount Requested: 212,000

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.

Please see attached letter + preliminary budget.

Completed By: Hannah Easley, Director
Printed Name & Position

H Easley 3/7/16
Signature & Date

BHM Regional Library, Inc.

158 N Market St.

Washington, NC 27889

(252) 946-6401



Brian Alligood
Beaufort County Manager

Dear Brian,

I am writing you on behalf of BHM Regional Library to request an appropriation from Beaufort County for the fiscal year 2016-2017. This appropriation allows for the operation of four branch libraries within the county, as well as a per capita share of support for regional expenses. We are requesting a service expansion of \$9,500 this year for a total appropriation of \$212,000. This service expansion will allow us to make two necessary improvements to our services.

First, we will be able to upgrade our internet service at our four Beaufort County locations from 20Mbps DSL (10Mbps at Aurora) to 100Mbps lit fiber. The Federal Government reimburses 80% of the cost of internet services for our libraries through the Erate program, so we are requesting an increase from Beaufort County to cover 20% of the estimated cost of fiber services. Last year, patrons logged 13,434 computer sessions at BHM's Beaufort County branches. Many of our patrons depend on the library as their only source of internet access, and as more patrons use the computers at our libraries it places a burden on our modest bandwidth. In order to offer larger computer classes and add services like photo and video editing, video games, and movie streaming services, we need to upgrade our internet speed.

Second, this increase will cover Beaufort County's share of a full-time system administrator position to serve the regional library system. To create this position we have increased each county's regional appropriation from .35 per capita to .45 per capita. Until now, the library has made do with part-time IT support. Because we are rapidly upgrading our technology and expanding our technology-related programs for the community, we believe that it is crucial to have a full-time staff member who can manage these projects. Planned projects for next year include a user-centered redesign of the library's website, print-on-demand services, digital displays for each branch location, and expanded computer class offerings.

On behalf of the BHM Library, I'd like to thank the Beaufort County Commissioners for their continued support. We appreciate that in tough economic times the county has continued to support its libraries. We look forward to growing and continuing to provide excellent service to our community next year.

Sincerely,
Hannah Easley
Director, BHM Regional Library
heasley@bhmlib.org
252-964-4501 ext. 3

**BHM REGIONAL LIBRARY
BEAUFORT COUNTY FUNDS
PRELIMINARY BUDGET 2016-2017**

INCOME

Beaufort County	4.7% increase	212,000
City of Washington		7,800
Town of Bath		2,000
E-rate reimbursement		20,160
TOTAL:		\$241,960

EXPENSES

\$152,628

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, 2 Library Clerks part-time, Hdqs. Library 2 Library Clerks part-time, 1 IT Technician part-time, 1 Courier

128,944	Total Salaries
9,864	FICA
10,166	Health Insurance
115	Life Insurance
3,539	Retirement

8,000	Books (bestseller lease plans for Aurora, Bath, Belhaven, and the HQ collection)
4,000	Children's Books (Aurora, Bath, Belhaven & HQ)
800	Magazines (Aurora, Bath, Belhaven)
3,000	DVDs (Aurora, Belhaven)
25,200	Internet Service for Aurora, Bath, Belhaven and HQ
1,600	Copier Contracts
14,830	Rent and Maintenance HQ Library, Bath Library; PO Boxes - Aurora, Bath
1,024	Equipment
9,500	HQ Utilities
21,378	Regional Expenses

\$241,960 TOTAL EXPENSE

Beaufort County's per capita share of support for Regional expenses **\$21,378**

Regional Expenses are expenses shared by three counties, but not in the State Budget. These expenses are: **Insurance** – Building contents, liability, workers compensation, bonds, flood; **Sales Tax; Software-administration-processing; Outreach Services;** Headquarters **Utilities; Maintenance-regional computers, Administrative equipment and software**

The division of regional expenses paid with county funds amounts to .45 per capita

	<u>POPULATION</u>	<u>PER CAPITA</u>	
Beaufort	47,507	\$ 21,378	Population figures US Census Bureau 2010
Hyde	5,721	\$ 2,574	
Martin	23,699	\$ 10,665	
	<u>76,927</u>	<u>\$ 34,617</u>	

Request for Service Expansion

Title of Service Expansion: Brown 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	\$286,022	Additional funds requested by agency above current year allocation of \$7,800.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$286,022	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

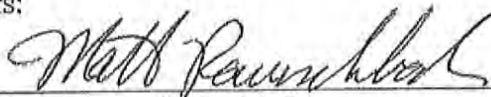
Budget Form 1

Agency: City of Washington/Brown Library Amount Requested \$ 293,822

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimated Actual Expenses	FY2016-17 Budget Request
REVENUES:				
Requested from Beaufort County	7,800	107,800	7,800	293,822
Federal				
State	33,691	7,608	7,808	7,000
Cities/Towns	394,920	290,728	390,508	140,876
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	2,291	2,500	2,520	2,500
Fees/Dues	23,984	21,000	21,000	21,000
Sales				
Miscellaneous	720	600	600	600
Beginning Balance (Deficit)				
TOTAL:	463,406	430,236	430,236	465,798
EXPENSES:				
Salaries and Benefits	281,904	286,581	286,581	299,876
Program Services	81,157	64,245	64,245	63,500
Contractual Services	44,197	26,050	26,050	34,214
Commodities & Supplies	48,347	45,560	45,560	60,408
Fundraisers				
Capital				
Other (BHM reciprocal)	7,800	7,800	7,800	7,800
TOTAL:	463,406	430,236	430,236	465,798

Organizational Data

President: Mac Hodges
 Executive Director: Bobby Roberson
 Treasurer: Matt Rauschenbach
 Other Officers:

Completed by: 
 (Signature)

Date: 3/1/16

Matt Rauschenbach
 (Name)

C.F.O./Admin. Services Director
 (Title)

Phone: 252 975-9312

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: City of Washington/Brown Library

1. WHOM DO YOU SERVE?	Fiscal 2014-15 Last Yr Actual	Fiscal 2015-16 This Yr Estimated	Fiscal 2016-17 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	15,618	16,710	16,710
1a. Total continuing from previous fiscal year	15,618	15,618	16710
1b. Total new for the year		1,092	
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	15,618	16,710	16,710
2a. Washington	5,108	5,510	5,510
2b. County (outside Washington)	10,339	11,174	11,174
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown	171	21	21
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable			
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded			

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: City of Washington/Brown Library

Contact Information: Matt Rauschenbach

PO Box 1988, Washington NC 27889

Amount Requested: \$293,822

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 for salaries to run the programming and to process and manage

materials. Programming for adults, teens and children. Examples of programs: Computer classes,

ancestry, eReaders, story times for different ages, healthy eating classes, Teen hangouts.

Public access to internet, Wi-Fi and print stations. Materials: Books, eBooks, audio books,

eAudio books, DVD's, newspapers, magazines, other reference materials, NC Live.

Funding request is based on patron utilization of 67% for County residents.

Completed By: Matt Rauschenbach/C.F.O.
Printed Name & Position

 3/1/16
Signature & Date

Request for Service Expansion

Title of Service Expansion: Pantego Academy Historical 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	\$4,000	Additional funds requested by agency above current year allocation of \$1,000.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$4,000</i>	

REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Pentecost Academy Historical Museum

Amount Requested \$ 5,000.⁰⁰

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimated Actual Expenses	FY2016-17 Budget Request
REVENUES:	NA			
Requested from Beaufort County		5,000. ⁰⁰	1,000. ⁰⁰	5,000. ⁰⁰
Federal		-		
State		-		
Cities/Towns		-		
United Way		-		
Other Counties excluding Beaufort County		-		
Other:				
Donations/Fundraisers		9,528.86	9,500. ⁰⁰	
Fees/Dues		1,340.00	400. ⁰⁰	
Sales		-	-	
Miscellaneous		532.79	500. ⁰⁰	
Beginning Balance (Deficit)		-	-	
TOTAL:		16,401.65	11,400. ⁰⁰	
EXPENSES:				
Salaries and Benefits		-		
Program Services		5,419.46	5,670. ⁰⁰	
Contractual Services		-	-	
Commodities & Supplies		161.24	200. ⁰⁰	
Fundraisers		1,415. ⁰⁰	1,500. ⁰⁰	
Capital		5,431.41	5,000. ⁰⁰	
Other				
TOTAL:		12,127.11	12,370. ⁰⁰	

Organizational Data

President: Virginia R. Hallowell
 Executive Director: -
 Treasurer: Martha Baynor
 Other Officers: _____

Chester Smith
Phroen Allen
John Ratcliff
Sylvia Coltrane
Wanda Ruark

Completed by: Virginia R. Hallowell
 (Signature)

Date: 2-26-16

Pentecost Academy Historical Museum
 (Name)

President BDD
 (Title)

Phone: 252-927-2570
252-943-2200

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: *Pantego Academy Historical Museum*

1. WHOM DO YOU SERVE?	Fiscal 2014-15 Last Yr Actual	Fiscal 2015-16 This Yr Estimated	Fiscal 2016-17 Next Yr Projected
<i>Beaufort County Tourism</i>			
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	<i>NA</i>	<i>NA</i>	<i>NA</i>
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington			
2b. Washington Park			
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown	✓	✓	✓
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable	✓	✓	✓
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable	✓	✓	✓
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded	✓	✓	✓

RECEIVED
FEB 29 2016

Pantego Academy Historical Museum Inc,
46 Academy St
Pantego Nc 27860

Operating funds Southern Bank 15 Feb. 2016	\$4,913.82
Rainy day funds First Bank 1 Jan 2016	\$16,661.00
Carlyle Windly Memorial Fund with Edward Jones 29 Jan 2016	\$17,797.03

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Pantego Academy Historical Museum Ass. Inc

Contact Information: Martha Bayner 975 DAW Rd. Pantego NC 97860
Virginia R Hollowell 18945 NC 32 N Plymouth NC 27962

Amount Requested: \$ 5,000.⁰⁰

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

"Pantego Jail" restoration project (see attachment)

"George Du Pont Old" office project (see attachment)

"Male & Female Academy" restoration project (see att.)

Completed By: VIRGINIA Respass Hollowell President
Printed Name & Position

Virginia Respass Hollowell 2-26-16
Signature & Date

RECEIVED
FEB 29 2016

Mable + Jimmie Academy building - on National Register of Historic Places - New ramps, gutters, windows etc



RECEIVED
FEB 29 2016

Inside the Museum - Remember "Knot" Warehouse!
1st floor



RECEIVED

FEB 29 2016

2nd floor - project begins - no way "up" except stairs on front of building - Must have

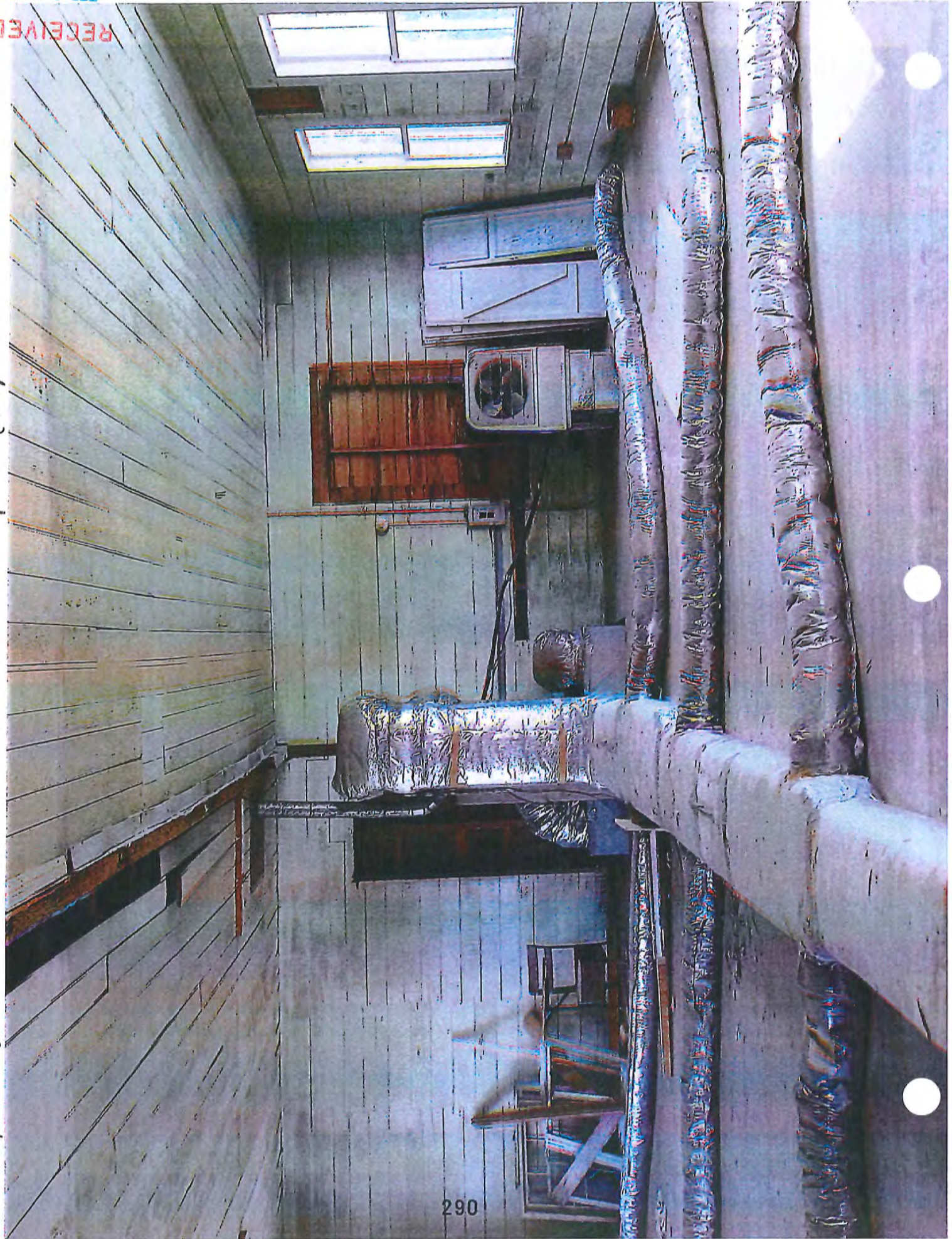
An elevator - we are beginning plans + funding for elevator



RECEIVED
FEB 29 2016

second floor of Male & Female Academy - no restoration yet - (except new windows)

RECEIVED



FEB 29 2016

"Gen. Dupont's" office as it came to us
(often used as barn) Now restored



RECEIVED

FEB 29 2016

RECEIVED
FEB 29 2016

Rammy days fund repaired



Boy Scouts visit Pantego Museum



RECEIVED
FEB 29 2016

RECEIVED
FEB 29 2016

Fund Raisers



Request for Service Expansion

Title of Service Expansion: Christian Fellowship Enrichment

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	\$100,000	New funding request
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$100,000</i>	

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Christian Fellowship Enrichment Organization

1. WHOM DO YOU SERVE?	Fiscal 2014-15 Last Yr Actual	Fiscal 2015-16 This Yr Estimated	Fiscal 2016-17 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	0	0	100
1a. Total continuing from previous fiscal year	0	0	0
1b. Total new for the year	0	0	100
1c. Total terminated during the year	0	0	0
2. RESIDENCE OF PARTICIPANTS TOTAL:	0	0	100
2a. Washington	0	0	75
2b. Washington Park	0	0	0
2c. Chocowinity	0	0	25
2d. Bath	0	0	0
2e. Belhaven	0	0	0
2f. Aurora	0	0	0
2g. Pantego	0	0	0
2h. Pinetown	0	0	0
2i. Outside Beaufort County or Unknown	0	0	0
3. AGE GROUP TOTAL:	0	0	100
3a. Infants through 4 years of age	0	0	0
3b. 5 through 12 years of age	0	0	50
3c. 13 through 17 years of age	0	0	50
3d. 18 through 29 years of age	0	0	0
3e. 30 through 64 years of age	0	0	0
3f. 65 and over	0	0	0
3g. Not known or not applicable	0	0	0
4. INCOME OF PARTICIPANTS TOTAL:	0	0	100
4a. Below official poverty level (\$12,000)	0	0	50
4b. At or near poverty level	0	0	50
4c. Middle income (\$30,000)	0	0	0
4d. Upper income (\$60,000)	0	0	0
4e. Not known or not applicable	0	0	0
5. SEX TOTAL:	0	0	100
5a. Male	0	0	50
5b. Female	0	0	50
5c. Not recorded	0	0	0

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Christian Fellowship Enrichment Organization Amount Requested \$ 100,000

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimated Actual Expenses	FY2016-17 Budget Request
REVENUES:				
Requested from Beaufort County	0	0	0	\$ 100,000
Federal	0	0	0	20,000
State	0	0	0	20,000
Cities/Towns	0	0	0	20,000
United Way	0	0	0	0
Other Counties excluding Beaufort County	0	0	0	
Other:				
Donations/Fundraisers	0	0	0	20,000
Fees/Dues	0	0	0	10,000
Sales	0	0	0	15,000
Miscellaneous	0	0	0	1,000
Beginning Balance (Deficit)	0	0	0	
TOTAL:	0	0	0	206,000
EXPENSES:				
Salaries and Benefits	0	0		75,000
Program Services	0	0		10,000
Contractual Services	0	0		10,000
Commodities & Supplies	0	0		5,000
Fundraisers	0	0		5,000
Capital	0	0		100,000
Other	0	0		1,000
TOTAL:	0	0		\$ 206,000

Organizational Data

President: Omar Parker

Executive Director:

Treasurer

Other Officers:

Completed by: Omar Parker

(Signature)

Date: 4/21/16

OMAR PARKER

(Name)

President

(Title)

Phone: 252-402-2155

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Christian Fellowship Enrichment Organization

Contact Information: Omar Parker

252-402-2133

Amount Requested: \$ 100,000

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

The County appropriation will be used to
purchase land and construct a building that
will be used to house the organization and
its programming.

Completed By:

Omar Parker, President
Printed Name & Position

Omar Parker 4/21/16
Signature & Date

Request for Service Expansion

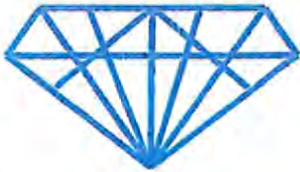
Title of Service Expansion: Citizens on Southside Together

Name of Department: Outside Agency

Purpose and Justification: Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$1,000	Additional funds requested by agency above current year allocation of \$2,000.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$1,000</i>	



C.O.S.T.
CITIZENS ON SOUTHSIDE TOGETHER, INC

P.O. Box 223, Aurora, NC 27806 (252) 322-7178

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MAR 07 2016

Board Officers

Mattie Moore
Chairman

Patrick Moore
Secretary

Cherise Stilley
Assistant Sec.

Galene Williams
Treasure

March 4, 2016

Mr. Brian M. Alligood
County Manager
121 West 3rd Street
Washington, NC 27889

Dear Brian:

Board Members

Michael Cannon
Eula Stilley

Andrea Mang

Jerome Stilley

Staff

Charles Cannon
Executive Director

Bernard Cox
Advisor

The Citizens on Southside Together Board of Directors thank you for the opportunity to be considered for support by the Beaufort County Board of Commissioner. In the ten year since our incorporation the County Commissioners has played a major role in the transformation of many unsupervised youth with too much time to get into trouble to one providing these youth with a valuable secured park with structured programs.

Again, we say thank you to the County Board of Commissions for the generous donations over the years to the Citizens on Southside Together (COST) Community Park.

If you have any questions please feel free to call (252) 945-9866

Sincerely

Charles Cannon

Charles Cannon

Executive Director

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

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 MAR 07 2016

Agency: Citizen on Southside Together (COST)

Amount Requested \$3,000.00

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimated Actual Expenses	FY2016-17 Budget Request
REVENUES:	\$2,000.00	\$3,000.00	\$1,600.00	\$3,000.00
Requested from Beaufort County				
Federal	0			
State	0			
Cities/Towns	500.00	\$500.00	\$500.00	\$500.00
United Way	0			
Other Counties excluding Beaufort County	0			
Other:	\$2,270.00	\$2,500.00	\$2,400.00	\$3,000.00
Donations/Fundraisers				
Fees/Dues	\$422.00	\$500.00	\$400.00	\$500.00
Sales				
PotashCorp			\$1200.00	\$1,200.00
PotashCorp-Contractors				\$1,000.00
Beginning Balance (Deficit)				
TOTAL:	\$5,192.00	\$6,500.00	\$6,100.00	\$9,200.00
	\$0	\$0	\$0	\$0
EXPENSES:				
Salaries and Benefits				
Program Services	\$430.00	\$520.00	\$450.00	\$ 800.00
Park Benches/Tables	0		0	\$3,000.00
Commodities & Supplies	\$500.00	\$610.00	\$375.00	\$1,350.00
Fundraisers	\$300.00	\$350.00	\$325.00	\$ 500.00
Summer Day Camp				\$ 750.00
Other Insurance/Telephone & Utilities	\$1,960.00	\$3,500.00	\$2,064.00	\$2,800.00
Park Equipment & Games	\$1,500.00			\$9,200.00
TOTAL:	\$4,690.00	\$4,980.00	\$3,214.00	\$9,200.00

Organizational Data

President:

Executive Director: Charles Ellis Cannon

Treasurer: Galene Williams

Other Officers: Board Chairman: Mattie L. Moore - Secretary: Patrick Moore

Completed by: Charles Ellis Cannon
 (Signature)

Date: March 4, 2016

Charles Ellis Cannon
 (Name)

Executive Director

301 Phone: 252-945-9866

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

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MAR 07 2016

Budget Form 2

Agency: Citizens on Southside Together (COST)

1. WHOM DO YOU SERVE?	Fiscal 2014-15 Last Yr Actual	Fiscal 2015-16 This Yr Estimated	Fiscal 2016-17 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	120	125	130
1a. Total continuing from previous fiscal year	95	105	100
1b. Total new for the year	25	30	30
1c. Total terminated during the year	0	0	0
	120	125	130
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington	15	16	15
2b. Washington Park			
2c. Chocowinity	12	15	20
2d. Bath	5	8	5
2e. Belhaven	5	10	10
2f. Aurora	51	45	48
2g. Pantego	9	10	5
2h. Pinetown			
2i. Outside Beaufort County or Unknown	0	0	0
2j. Blounts Creek	17	16	15
2k. Edward	10	15	12
TOTAL:	120	135	130
3. AGE GROUP			
3a. Infants through 4 years of age	26	30	20
3b. 5 through 12 years of age	55	68	70
3c. 13 through 17 years of age	12	15	15
3d. 18 through 29 years of age	5	4	10
3e. 30 through 64 years of age	15	12	10
3f. 65 and over	7	6	5
3g. Not known or not applicable			
	120	135	130
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)	20%	15%	20%
4b. At or near poverty level	80%	85%	80%
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable			
5. SEX TOTAL:			
5a. Male	59	67	60
5b. Female	61	68	70
	302		

Beaufort County
Request for County Appropriation
Budget Form 3

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MAR 07 2008

Agency: Citizens on Southside Together (COST)

Contact Information: Charles Ellis Cannon

Post Office Box 223 – Aurora, North 27806

Amount Requested: \$3,000.00

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

The Citizens on Southside Together Board of Directors again say thank you to the Beaufort County Board of Commissioners for the generous donations over the years for a safe secure park for the children on Southside Beaufort.

Citizens on Southside Together is a 501C (3) organization that was created because of drugs, guns and violence, a series of drive by shootings involving area youth shattering lives and destroying homes and communities located on the Southside of the river.

Citizens on Southside Together was formed and incorporated in 2006 and now works to provide local youth alternatives to gang related activities, and to help provide them with a safe secure place for outside supervised play, mentoring, education, and interpersonal skills necessary to succeed.

Last year and the years passed, with the Beaufort County Commissioners support helped purchase another piece of equipment for the park and the children have and are truly enjoying it. With your support of the park these past years our children and their parents feel good and safe knowing there is a safe place on Southside Beaufort for School aged children and senior citizen.

COST is requesting \$3,000.00 to enable us to continue to provide programs and service to improve the quality of life for low to moderate income families with school age children. With your continue support and partnership with other agencies and fundraising we propose to purchase park benches and tables for the park to create an outside study area in addition to having activities that promote and support a healthy lifestyle for our community youth. This too will allow us to accommodate more children during our Summer Day Camp Program.

These programs help us meet the needs of those youth that have the greatest barriers to being successful. Their parents are the least likely to be able to afford to pay for their children to attend an after school program. Some of these parents have said they are not able to help their children with their homework, because they were not taught those skills in school.

The afterschool program will operate from 3 p.m. to 6 p.m. Monday – Thursday to provide continued educational support, behavioral management training and supervision, and homework assistance for these students.

RECEIVED
MAR 07 2016

Thank you for the opportunity to be considered for continue support by the Beaufort County Board of Commissioners. We believe that the programs is consistent with the mission and interest of the County Commissioners., and hope that you will find it in your hearts and budget to continue to support this program.

If I can provide additional information please feel free to contact me at 252-945-9866.

Completed By: Charles Ellis Cannon, Executive Director
Printed Name & Position

Charles Ellis Cannon – March 4, 2016
Signature & Date

Request for Service Expansion

Title of Service Expansion: Eagle's Wings Food Pantry

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	\$16,000	New funding request
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$16,000</i>	



Eagle's Wings Food Pantry

CHRISTIAN LOVE IN ACTION

BEAUFORT COUNTY'S LARGEST FOOD PANTRY
P.O. Box 426, 932 West 3rd Street
WASHINGTON, NC 27889
(252) 975-1138 FAX: (252) 975-1108
Tax ID #56-1685703

The Mission of Eagle's Wings is to alleviate hunger in Beaufort County, NC

February 22, 2016

Beaufort County Board of Commissioners
121 W. 3rd St.
Washington, NC 27889

Gentlemen:

Attached please find Eagle's Wings' "Request For County Funding Support" paperwork for your consideration.

After 27 years of providing service to the citizens of Beaufort County without county financial support, we are now asking for you to consider becoming a partner with Eagle's Wings to support our county's citizens in this basic needs ministry.

Our four food programs provided food to 3,627 unduplicated clients in our 2014-2015 fiscal year. This includes clients residing in the Zion Homeless Shelter for men as well as the women and children who reside in Ruth's House domestic violence shelter.

Hunger is a very real issue throughout our county. Eagle's Wings has been addressing this one issue since 1989. Thanks to the generosity of our citizens, churches, and local businesses we have been able to keep our doors open to serve our community.

We are asking the Beaufort County Board of Commissioners to support this effort by providing Eagle's Wings with \$16,000 to directly pay for one of our main programs: the Eaglets Backpack Program, which provides week-end meals to over 100 school children in four of our county schools.

Children cannot do well in school if they are hungry; their bodies and brains need nourishment in order to study and learn. Children are the future, not just of Beaufort County but of our state, nation and the world. By providing necessary food for their development we are enabling them to become our leaders of tomorrow...our doctors, lawyers, business people and workers.

We sincerely hope and pray that you will partner with us in this important program!

Sincerely,

Ann Marie Montague
Executive Director



Fighting hunger and poverty in northeast North Carolina

Serving Beaufort, Bertie, Camden, Chowan, Currituck, Dare, Gates, Hertford, Hyde, Martin, Northampton, Pasquotank, Perquimans, Tyrrell and Washington Counties



Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

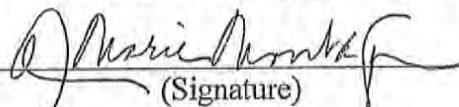
Agency: Eagle's Wings

Amount Requested \$ 16,000.-

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimated Actual Expenses	FY2016-17 Budget Request
REVENUES:				
Requested from Beaufort County	-	-	-	\$ 16,000.-
Federal				
State				
Cities/Towns <u>Washington</u>	\$ 1,000.-	\$ 1,000.-	\$ 900.-	\$ 5,000.- credit
United Way	3,176.-	12,000.-	3,716.-	5,000.-
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	228,109.-	183,000.-	208,987.-	190,500.-
Fees/Dues				
Sales				
Miscellaneous	28.-	1600.-	138.-	2,000.-
Beginning Balance (Deficit)				
TOTAL:	\$ 232,313.-	\$ 197,600.-	\$ 214,921.-	218,500.-
EXPENSES:				
Salaries and Benefits	75,856.-	86,000.-	86,741.-	85,000.-
Program Services	77,002.-	62,481.-	62,696.-	62,000.-
Contractual Services				
Commodities & Supplies	10,931.-	9,800.-	10,389.-	10,000.-
Fundraisers	3,427.-	6,850.-	4,997.-	7,000.-
Capital	12,437.-	6,374.-	6,661.-	6,000.-
Other	19,904.-	25,673.-	25,673.-	32,500.-
TOTAL:	\$ 200,537.-	\$ 197,178.-	\$ 197,157.-	\$ 202,500.-

Organizational Data

President: RICA RICHMAN
 Executive Director: ANN-MARIE MONTAGUE
 Treasurer: DAN McDANIEL SECRETARY: KEISHA JENNETTE
 Other Officers: VP: BRAD SMITH CHAPLAIN: REV. BEN RIFER

Completed by: 
 (Signature)

Date: Feb. 23, 2016

ANN-MARIE MONTAGUE
 (Name)

EXECUTIVE DIRECTOR
 (Title)

Phone: 252-975-1138

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Eagle's Wings

1. WHOM DO YOU SERVE?	Fiscal 2014-15 Last Yr Actual	Fiscal 2015-16 This Yr Estimated	Fiscal 2016-17 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	3627	3700	3800
1a. Total continuing from previous fiscal year	3205	3250	3280
1b. Total new for the year	410	435	502
1c. Total terminated during the year	12	15	18
2. RESIDENCE OF PARTICIPANTS TOTAL:	3627	3700	3800
2a. Washington	2555	2600	2650
2b. Washington Park			
2c. Chocowinity	513	537	575
2d. Bath	57	60	65
2e. Belhaven	118	120	120
2f. Aurora + Blounts Creek + Edwards	197	200	210
2g. Pantego	61	63	65
2h. Pinetown	53	55	55
2i. Outside Beaufort County or Unknown	73	65	60
3. AGE GROUP TOTAL:	3627	3700	3800
3a. Infants through 4 years of age	348	360	
3b. 5 through 12 years of age	983	1000	1030
3c. 13 through 17 years of age			
3d. 18 through 29 years of age	1995	2340	2045
3e. 30 through 64 years of age			
3f. 65 and over	287	300	340
3g. Not known or not applicable	14	10	10
4. INCOME OF PARTICIPANTS TOTAL:	3627	3700	3800
4a. Below official poverty level (\$12,000)	542	560	575
4b. At or near poverty level	2134	2214	2343
4c. Middle income (\$30,000)	115	125	130
4d. Upper income (\$60,000)	1	1	2
4e. Not known or not applicable	835	800	750
5. SEX TOTAL:	3627	3700	3800
5a. Male	1652	1660	1675
5b. Female	1975	2040	2125
5c. Not recorded	-	-	-

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Eagle's Wings Food Pantry

Contact Information: ANN-MARIE MONTAGUE - DIRECTOR
off. : 252-975-1138

Amount Requested: \$ 16,000.-

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.

Please see the attached.

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

Ann Marie Montague
Signature & Date

EAGLE'S WINGS FOOD PANTRY

Each academic year since 2010-11 Eagle's Wings has provided an Eaglet's back-pack food program to qualified school children in several Beaufort County schools. The children participating in this program are identified by their local school counselors as living with "food insecurity" in their homes. Parents must approve participation in this program and sign permission slips with the schools. Then, each Friday afternoon, the meal packages are distributed to those children as they leave school.

The food packages contain 2 full children's meals to help with hunger over the week-ends. "Food Insecurity" at home means that there is not always food in the pantries and refrigerators to feed the members of the household.

While national statistics show us that 1 out of 5 children in America go to bed hungry (20%), the recent CHA Report (Community Health Assessment) compiled by East Carolina University and the Beaufort County Health Department show that in Beaufort County it is 1 in 4 children (25%) who go to bed hungry.

We cannot expect our county's children to do well in school when they have empty stomachs. Also, please consider that good nutrition is needed for brain-cells to develop and operate properly.

With all of these statements in line, we respectfully ask the Beaufort County Commissioners to consider our request for \$16,000 to support our Eaglet's back-Pack Program for one year. This amount is based upon our feeding an average of 100 school children each week-end, at a cost of \$4.50 for the meal package, times 36 week-end. The math for this works out to \$16,200. At the time of this writing, we have 104 school children enrolled in the program in four county schools; the number fluctuates due to families moving out of the area and others moving in.

Please also know that whatever amount is granted to Eagle's Wings for this program, we appreciate and thank you on behalf of the school children of Beaufort County!

Request for Service Expansion

Title of Service Expansion: Highway 17 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	Additional funds requested by agency above current year allocation of \$20,000.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$5,000	



RECEIVED

MAR 07 2016

P.O. Box 1673 • New Bern, NC 28563
Phone (252) 514-2748 • Fax (252) 633-3565

February 26, 2016

Mr. Brian Alligood
Beaufort County Manager
121 West Third Street
Washington, NC 27889

Dear Mr. Alligood,

The Highway 17 Association greatly appreciates the support of Beaufort County over the years. While any amount of support is appreciated, we respectfully ask Beaufort County to consider a contribution of \$25,000 in 2016-17. Our Association continues to advocate for the completion of a fully improved, four-lane US 17 from Virginia to South Carolina, but in our tenth year our advocacy is evolving in an exciting way.

The Highway 17 Association is expanding this year to include the US 64 corridor from Raleigh to Manteo as part of our effort to advocate for the newly designated Raleigh to Norfolk interstate highway. The recently ratified FAST Act, approved by Congress in late 2015, formalizes the US 64 corridor from Raleigh to Williamston and the US 17 corridor from Williamston to Hampton Roads as a future interstate. The law commits the state of North Carolina to build the road to interstate standards within 25 years.

Our organization is very excited about this new development and is determined to see that the funds are appropriated and the projects built to make this long time dream a reality for eastern North Carolina. We have received enthusiastic support from new local government partners along the US 64 corridor, notably Nash County and the City of Rocky Mount. With their help, and others as well, the newly named Highway 17/64 Association will be even stronger. We believe the interest in the interstate will help us make an even more persuasive case to finish the projects along the US 17 corridor that are currently unfunded.

As the leading transportation advocacy organization for eastern North Carolina we will engage with NCDOT, MPOs and RPOs across eastern North Carolina who share an interest in the timely completion of US 17 and US 64 projects, including the new interstate. We will continue to work with the North Carolina General Assembly, the Board of Transportation and senior leadership at the NCDOT to make prioritization and funding for our rural, eastern projects more equitable. We need to advance our US 17 and US 64 projects on the STIP and leverage the progress that we have already made in planning, design, permitting, right-of-way and construction.

The expanded Highway 17/64 Association will be at the table when policy decisions are made that affect the future of transportation in North Carolina. For example, we know and have a good working relationship with Nick Tennyson, who was appointed Secretary of Transportation last year. We look forward to thanking members of the General Assembly for the work they have already done to provide some additional resources for transportation in the state; and we will engage the legislature as it takes the next steps toward long-term, sustainable funding to build the transportation system North Carolina needs for the 21st Century. By virtue of my work with the Highway 17/64 Association, I continue to serve as Chairman of the Board of NC Go!, the statewide transportation advocacy coalition.

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

Request for Service Expansion

Title of Service Expansion: Higher Heights Human Services

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

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$5,000</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Higher Heights Human Services, Inc Amount Requested \$ 25,000

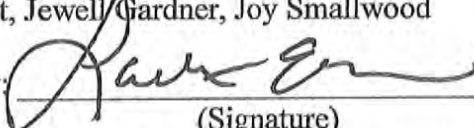
	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimated Actual Expenses	FY2016-17 Budget Request
REVENUES:	20,000	25,000	25,000	25,000
Requested from Beaufort County		25,000 2,000 all		
Federal	-548			
State				
Cities/Towns				
United Way	2,378.11	2,000	2,000	5,000
Other Counties excluding Beaufort County				
Other:	16,409.89	39,900	39,900	45,500
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	38,240.00	66,900	66,900	75,500
	11,280.07	28,400	28,400	34,300
EXPENSES:				
Salaries and Benefits				
Program Services	2,202.92	11,800	11,800	12,200
Contractual Services	8,920.38	9,200	9,200	10,000
Commodities & Supplies	14,616.63	15,500	15,500	16,000
Fundraisers	1,220	2,000	2,000	3,000
Capital				
Other				
TOTAL:	38,240	66,900	66,900	75,500

Organizational Data

President: Dr. Christie Moler

Executive Director: Loretta Ebison, MA, MAHS, LPN

Treasurer- Dr. Christie Moler (Interim) Other Officers: Tiffany Wilson, Stacey Gerard, Caroline Hudson, Linsey Prewitt, Jewell Gardner, Joy Smallwood

Completed by: 
 (Signature)

Date: 3/4/16

Loretta Ebison
 (Name)

Executive Director
 (Title)

Phone-252-402-2950

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Higher Hights Human Services, Inc

1. WHOM DO YOU SERVE?	Fiscal 2014-15 Last Yr Actual	Fiscal 2015-16 This Yr Estimated	Fiscal 2016-17 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	44	50	54
1a. Total continuing from previous fiscal year	16	26	25
1b. Total new for the year	28	24	29
1c. Total terminated during the year	0	2- moved	5
	44	48	49
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington	32	42	38
2b. Washington Park			
2c. Chocowinity	12	6	12
2d. Bath			
2e. Belhaven		2	4
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown			
	44	50	54
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age	22	25	27
3b. 5 through 12 years of age			
3c. 13 through 17 years of age	22	25	27
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)	44	50	54
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Nor known or not applicable			
	44	50	54
5. SEX TOTAL:			
5a. Male	14	20	20
5b. Female	30	30	34
5c. Not recorded			

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Higher Heights Human Services, Inc.

Contact Information: 1735 Highland Drive
Washington, NC 27889

Amount Requested: \$25,000

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

Higher Heights Human Services, Inc is requesting funds from the Beaufort County Commissioners specifically for the Healthy Outcomes Program. The Healthy Outcomes Program is a school based program that provides services to pregnant and parenting teens that are enrolled in the Beaufort County School System. The goals of the programs are to: decrease the instances of secondary pregnancies, and increase the instance of the completion of High school, along with post-secondary education. Each year, the program services approx. **20-30 pregnant and parenting** students in grades 6-12 .Without the program in place, the teens that become pregnant each year in Beaufort County will likely drop out of school, and most likely become pregnant for a second or third time. This will have an overall negative affect our community, requiring taxpayers to support additional children that could have been prevented.

The Healthy Outcomes Program will serve up to 25, first-time pregnant or parenting living in Beaufort County, North Carolina and attending one of the public schools operated by Beaufort County Schools. There are 14 public schools in the district, including three high schools, two middle schools, one alternative 6-12 learning center, an Early College High School, and seven elementary schools of varying grade ranges. Six of the district's schools are clustered in the City of Washington and serve slightly more than half of the county's students. The remaining eight schools are widely scattered throughout the rural, 828 square-mile county.

According to (<http://www.shiftnc.org/data/map/beaufort>), because of programs like the Healthy Outcomes Program, as of 2014, teen pregnancy rates in Beaufort County were decreased by approximately 8%. Beaufort County's five-year average teen pregnancy rate ranked in the top quartile between 2008 and 2012, qualifying Beaufort as a Targeted County in the 2015-19 . The county's rate of teen pregnancy has trended downward in the past 10 years but has remained above the state rate, as displayed in the table below. The teen pregnancy rate in 2013 ranked Beaufort County 35th among 100 counties with a rate 4.4 pregnancies/1000 above the state rate.

Since its inception, the organization has sought outside sources for the funding of this program, with very little success. With the state and federal funds decreasing on the annual basis, the agency has faced challenges in maintaining funding for this program. We seek these funds from our County Commissioners as a measure of "last resort". We have a strong mission and desire to raise our own funding, but due to the state of our economy, this would be nearly impossible.

Specifically, if awarded the funds, the funds would be added in the overall Healthy Outcomes Budget. This budget is inclusive of a full time project coordinator, a part time-supervisor, taxes, supplies as well as for the provision of services directly to the program participants. This includes one on one visits, group meetings, as well as community education initiatives all aimed at promoting High-School graduation and post-secondary education, as well as promoting the delaying of a second pregnancy.

HHHS prides itself on the collaborative partnership with Beaufort County Schools. Since the Healthy Outcomes program is school based, HHHS will have easier access to the program participants. The office is located in a place where the participants can enter the office at any time. The Program Coordinator will be responsible for assuring that the monthly home visits are completed and are one hour in length. The Program Coordinator will be responsible for recording the visit, location of the visit, length of visits, goals that were derived from the visit, as well as documentation of the outcome of the visit in the participants file. The Program Supervisor will randomly check the data system and randomly interview participants to assure that the home visits are implemented as per the program guidelines.

The specific program objectives are listed below:

-
1. Delay of secondary /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 exceed national averages
 3. Preterm delivery rates among pregnant students ages 15-19 equal to or less than national rates for the same age group
 4. Low birth weight and very low birth weight among pregnant students ages 15-19 at rates equal to or less than statewide rates for the same age
 5. Number of prenatal visits among pregnant students ages 15-19 at rates equal to or greater than statewide rates for the same age.
-

With these specific objectives in place, the organization will continue to reach the goal of decreasing the teenage pregnancy rate in Beaufort County

Completed By:

Paula Elva, Executive Director
Printed Name & Position

Paula Elva 5/4/10
Signature & Date

Request for Service Expansion

Title of Service Expansion: Metropolitan Community Health Services

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	\$275,000	New funding request
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$275,000	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Metropolitan Community Health Services Amount Requested \$ 275,000

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimated Actual Expenses	FY2016-17 Budget Request
REVENUES:				
Requested from Beaufort County				\$ 275,000
Federal				
State				
Cities/Towns	N/A	N/A	N/A	
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous	N/A	N/A	N/A	
Beginning Balance (Deficit)				
TOTAL:				
EXPENSES:				
Salaries and Benefits				\$ 271,520
Program Services				
Contractual Services				
Commodities & Supplies				\$ 3,480
Fundraisers	N/A	N/A	N/A	
Capital				
Other				
TOTAL:				\$ 275,000

Organizational Data

President: David L. Moore
 Executive Director: Michael McDuffie
 Treasurer: Dental Director: Carol Taylor
 Other Officers: Chief Financial Officer: Shanea Parker

Completed by: Shanea Parker
 (Signature)

Date: February 23, 2016

Shanea Parker
 (Name)

Chief Financial Officer
 (Title)

Phone: 252-644-7005

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Metropolitan Community Health Service

1. WHOM DO YOU SERVE?	Fiscal 2014-15 Last Yr Actual	Fiscal 2015-16 This Yr Estimated	Fiscal 2016-17 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	2648	2777	2977
1a. Total continuing from previous fiscal year	2648	2777	2977
1b. Total new for the year	129	200	400
1c. Total terminated during the year	0	0	0
2. RESIDENCE OF PARTICIPANTS TOTAL:	2777	2977	3377
2a. Washington	2229	2258	2316
2b. Washington Park			
2c. Chocowinity	257	286	344
2d. Bath	17	44	102
2e. Belhaven	66	95	147
2f. Aurora	16	45	103
2g. Pantego	10	42	100
2h. Pinetown	11	36	94
2i. Outside Beaufort County or Unknown	171	171	171
3. AGE GROUP TOTAL:	2777	2977	3377
3a. Infants through 4 years of age	74	74	141
3b. 5 through 12 years of age	224	274	341
3c. 13 through 17 years of age	324	374	441
3d. 18 through 29 years of age	468	518	585
3e. 30 through 64 years of age	653	678	745
3f. 65 and over	794	819	886
3g. Not known or not applicable	240	240	240
4. INCOME OF PARTICIPANTS TOTAL:	2777	2977	3377
4a. Below official poverty level (\$12,000)	1850	1985	2250
4b. At or near poverty level	927	992	1127
4c. Middle income (\$30,000)	0	0	0
4d. Upper income (\$60,000)	0	0	0
4e. Not known or not applicable	0	0	0
5. SEX TOTAL:	2777	2977	3377
5a. Male	997	1022	1141
5b. Female	1780	1955	2236
5c. Not recorded			

Beaufort County
Request for County Appropriation
Budget Form3

Agency: Metropolitan Community Health Service

Contact Information: Carol Taylor, MS, CEFDA, Dental Director
120 W. Martin Luther King Dr. Washington, NC. 27889

Amount Requested: \$275.00

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.

Metropolitan Community Health Service, proudly serve the communities of Eastern North Carolina by providing many services, we are a family centered healthcare facilities. We dedicate our services to the low-income and indigent community members, and strive to empower these populations. With a broad variety of services available, we are able to impact the physical, mental, and financial circumstances of our clients. We strongly feel that this continuum of care is necessary to impact the long-term health wellness of challenged people. The mission of MCHS is to provide high quality, comprehensive, coordinated, primary health care and supportive services to the low-wealth community, and improve the health of persons and communities with effective health interventions, patient education, and chronic disease management.

With the county assistants we would be able to open fulltime and will be able to serve more of the community.

Completed By: Carol Taylor Dental Director
Printed Name & Position

Carol Taylor 2/25/16
Signature & Date

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	\$22,500	Additional funds requested by agency above current year allocation of \$2,500.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$22,500</i>	

Beaufort County Request for County Appropriation *Budget Form 3*

Agency: Ruth's House

Contact Information: P.O. Box 2843, Washington, NC, 27889

 252-946-0709

Amount Requested: \$25,000

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

As Beaufort County's only Domestic Violence shelter, our mission is to provide a safe haven to

female victims and their children. As a tri-level home we have struggled to be accommodating for

our disabled and injured clients. We are requesting funds to build an ADA compliant bathroom in our

ongoing efforts to offer the best possible care to Ruth's House residents and volunteers.

Completed By: Valerie Kines, Executive Director

Printed Name & Position

 Valerie Kines 3/7/14

Signature & Date

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Ruth's House

1. WHOM DO YOU SERVE?	Fiscal 2014-15 Last Yr Actual	Fiscal 2015-16 This Yr Estimated	Fiscal 2016-17 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	294	375	412
1a. Total continuing from previous fiscal year	5	9	10
1b. Total new for the year	289	366	402
1c. Total terminated during the year			
TOTAL:	294	366	402
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington	60	136	
2b. Washington Park	0	1	
2c. Chocowinity	6	14	
2d. Bath	5	4	
2e. Belhaven	3	4	
2f. Aurora	3	2	
2g. Pantego	2	1	
2h. Pinetown	1	2	
2i. Outside Beaufort County or Unknown	214	202	
TOTAL:	294	366	402
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age	20	28	30
3b. 5 through 12 years of age	14	10	11
3c. 13 through 17 years of age	11	2	3
3d. 18 through 29 years of age	30	50	55
3e. 30 through 64 years of age	111	135	148
3f. 65 and over	1	3	4
3g. Not known or not applicable	107	138	151
TOTAL:	294	366	402
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)	96	215	236
4b. At or near poverty level	40	28	31
4c. Middle income (\$30,000)	15	1	2
4d. Upper income (\$60,000)	0	1	2
4e. Not known or not applicable	143	121	131
TOTAL:	294	366	402
5. SEX TOTAL:			
5a. Male	26	66	73
5b. Female	268	300	329
5c. Not recorded			

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Ruth's House

Amount Requested \$25,000

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimated Actual Expenses	FY2016-17 Budget Request
REVENUES:				
Requested from Beaufort County		5000		25,000
Federal				
State	90,868.65	173,502.24		
Cities/Towns				
United Way	4,180.02	5000		
Other Counties excluding Beaufort County				
Other:	117,864.31	99,862		
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous	118.51	80		
Beginning Balance (Deficit)				
TOTAL:	213,031.49	283,444.24		
	154,088.17	175,604.13	177,335.63	
EXPENSES:				
Salaries and Benefits				
Program Services	1,805.82	3,150.00	15,409.84	
Contractual Services	1,450	6,000.00	6,000.00	
Commodities & Supplies	1,416.27	3,750	3,871.84	
Fundraisers	15,009.36	18,900	18,288	
Capital/Renovations				25,000
Other/Shelter Expenses	22,149.11	37,065	36,534.60	
TOTAL:	194,645.79	244,469.13	257,439.91	

Organizational Data

President: Deb Ryals
 Executive Director: Valerie Kines
 Treasurer: John Rebholz
 Other Officers: Lou Montana-Rhodes, Carol Kinnion

Completed by: Valerie Kines
 (Signature)

Date: 3/7/16

Valerie Kines
 (Name)

Executive Director
 (Title)

Phone: 252-946-0709

Request for Service Expansion

Title of Service Expansion: Washington Senior Center

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	\$132,917	New funding request
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$132,917</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: City of Washington/Senior Center Amount Requested \$ 132,917

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimated Actual Expenses	FY2016-17 Budget Request
REVENUES:				
Requested from Beaufort County				132,917
Federal				
State	37,166	32,209	32,209	32,209
Cities/Towns	225,709	240,516	234,615	108,751
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	6,779	2,000	6,000	2,000
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	269,654	274,725	272,824	275,877
EXPENSES:				
Salaries and Benefits	179,840	177,997	175,988	158,856
Program Services	25,389	16,949	16,949	16,949
Contractual Services	512	914	881	6,951
Commodities & Supplies	66,416	72,485	72,632	80,825
Fundraisers				
Capital	2,497	6,380	6,374	12,295
Other				
TOTAL:	269,654	274,725	272,824	275,877

Organizational Data

President: Mac Hodges
Executive Director: Bobby Roberson
Treasurer: Matt Rauschenbach
Other Officers:

Completed by: 
(Signature)

Date: 3/1/16

Matt Rauschenbach _____
(Name)

C.F.O./Admin. Services Director _____
(Title)

Phone: 252 975-9312 _____

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: City of Washington/Grace Martin Harwell Senior Center

1. WHOM DO YOU SERVE?	Fiscal 2014-15 Last Yr Actual	Fiscal 2015-16 This Yr Estimated	Fiscal 2016-17 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	2,070	2,156	2,200
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	2,070	2,156	2,200
2a. Washington (City)	850	872	880
2b. Washington (non-City)	640	663	675
2c. Washington Park			
2d. Chocowinity	304	335	340
2e. Bath	55	55	60
2f. Belhaven	15	16	20
2g. Aurora	70	73	80
2h. Pantego	4	4	5
2i. Pinetown	25	25	25
2j. Outside Beaufort County or Unknown	107	113	115
3. AGE GROUP TOTAL:	2,070	2,156	2,200
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	440	465	484
3g. Not known or not applicable	1,630	1,691	1,711
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:		2,156	2,200
5a. Male		664	706
5b. Female		1,450	1,494
5c. Not recorded		42	

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: City of Washington – Grace Martin Harwell Senior Center

Contact Information: Matt Rauschenbach _____

PO Box 1988, Washington NC 27889 _____

Amount Requested: \$132,917 _____

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 for salaries to manage and run programs at the Grace Martin

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

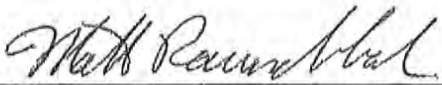
Walk in activities (media room, billiards room, fitness room, computer lab), AARP Tax Aide Assist,

Medicare D Open Enrollment, Yoga, Aerobics, & BINGO. In addition to programs, support groups and

evidence based programming. The Senior Center is a certified Senior Center of Excellence.

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

Completed By: Matt Rauschenbach/CFO
Printed Name & Position

 3/1/16
Signature & Date

Request for Service Expansion

Title of Service Expansion: Washington Harbor District Alliance

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	\$15,000	New funding request
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$15,000</i>	

Budget Form 1

Agency: WHDA

Amount Requested \$ 15,000.⁰⁰

	FY-2014-15 Actual	FY-2015-16 Budget	FY-2015-16 Est. Actual Expenses	FY2016-17 Budget Request
REVENUES:				
Requested from Washington	66,500	62,000	62,000	58,000
Federal				
State				
County				15,000
United Way				
All Cities/Towns other than Washington				
Other:				
Donations/Fundraisers	63,000			75,000
Fees/Dues	4,500			10,000
Sales	1,000			1,000
Miscellaneous EVENTS				
Beginning Balance (Deficit)	30,000			30,000
TOTAL:	110,500			179,000
EXPENSES:				
Personal Services	51,290			60,000
Programs Services	15,000			15,000
Contractual Services	-			
Commodities & Supplies	12,000			15,000
Fundraisers	48,000			19,000
Capital				30,000
Other PROGRAMS/PROJECTS				48,000
TOTAL:	126,290			194,000

SEE BUDGET ATTACHMENT A

Organizational Data

President: Chris W. Furloagh

Executive Director: HAROLD ROBINSON

Treasurer

Other Officers: TRENT TETBERTON, LESA JONES, GARLEEN WOOLARD, REBBECCA CLARK, Bill Cummins, Leigh Furloagh, ANNEA, FRED WATKINS, ANDREA WEEKIN

Completed by: Chris W. Furloagh
(Signature)

Date: 2/3/16

Chris W. Furloagh
(Name)

President
(Title)

Phone: 252.943.5594

ATTACHMENT A



North Carolina
Main Street

Washington Harbor District Alliance MAIN STREET PROGRAM BUDGET TOTALS

July 2015 - June 2016

INCOME

PUBLIC INVESTMENT

City/Town Investment/Grant	\$	55,800.00
County Investment/Grant	\$	5,000.00
Municipal Service District	\$	-

PRIVATE INVESTMENT

Program Sponsorships	\$	58,200.00
Earned Income - Special Events	\$	32,616.00
Friends Campaign - Other contributed support	\$	8,405.00

GRANTS

Grants	\$	-
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INTEREST Earned on Investments

	\$	-
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TOTAL REVENUE	\$	160,021.00
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EXPENDITURES (List all expenditures for your downtown program)

PERSONNEL COSTS

	\$	53,000.00
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OPERATING COSTS

Rent/Leases	\$	-
Telephone & Technology	\$	1,650.00
Office Supplies & Equipment	\$	890.00
Professional Services & Insurance (non-employee)	\$	6,145.00
Membership dues	\$	630.00
Professional Development	\$	2,772.00

PROGRAMMING COSTS

PROMOTION

Advertising Shop, dine & play and events	\$	34,000.00
Events: Entertainment, Food, Beverage, Equipment, Venue Rental	\$	32,040.00
Retail Sales Activities	\$	2,000.00

DESIGN

Beautification	\$	500.00
Caboose & other promotional structures	\$	1,150.00
Streetscape Master Plan	\$	4,600.00
People's Pier - Lighthouse	\$	4,600.00

ECONOMIC RESTRUCTURING

Market Analysis Hotel Feasibility	\$	4,000.00
Business Recruitment	\$	500.00
Property Redevelopment	\$	-

PROJECT RESERVE FUND

	\$	11,544.00
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TOTAL EXPENDITURES	\$	160,021.00
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Difference between Revenue & Expenditures	\$	-
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Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Washington Harbor District Alliance

Contact Information: Po Box 1988
Washington, N.C. 27889

Amount Requested: \$15,000

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.

SEE ATTACHMENTS B + C

Completed By: Harold Robinson, Jr.
Printed Name & Position

Harold Robinson Jr. 3/14/16
Signature & Date

ATTACHMENT B

PROGRAM PARTICIPATION STATISTICS

Budget Form

Agency: Washington Harbor District Alliance

Washington Harbor District Alliance (WHDA) may not fit the traditional mold of organizations making funding requests of the City of Washington. In general, we do not serve individuals and therefore do not track such numbers nor do we track where participants in our programs live, or their ages or incomes.

The Washington Harbor District Alliance is a comprehensive, preservation-based economic development Main Street organization focused on reviving the downtown Washington harbor district. WHDA is a non-profit, grassroots-based revitalization program which uses the proven Main Street Four-Point Approach.

WHDA's four points of approach are:

Promotion: Establishing downtown as an enticing place for shoppers, investors and visitors. This means not only improving sales but also rekindling community excitement and involvement.

Organization: Building partnerships to create a consistent revitalization program and develop effective management and leadership downtown.

Design: Enhancing the visual quality of the downtown.

Economic Restructuring: Strengthening the existing economic assets of the business district while diversifying its economic base.

We also provide technical assistance to groups or categories of people such as downtown property owners, merchants and businesses and prospective investors in the downtown. In some cases, we do provide support to specific individuals who may fall into one of these categories.

Lastly, we have successfully sought out and formed partnerships to accomplish our goals and objectives with numerous Washington and Beaufort County organizations represented on our broad-based Board of Directors.



GIT' DOWN DOWNTOWN



Join the movement to improve downtown

Washington Harbor District Alliance (WHDA) is a non-profit organization. Its sole purpose is to support downtown Washington by concentrating on four areas of work:

- **Promotion:** Establishing downtown as an enticing place for shoppers, investors and visitors. This means not only bolstering sales but also rekindling community excitement and involvement.
- **Organization:** Building partnerships to create a consistent revitalization program and develop effective management and leadership downtown.
- **Design:** Enhancing the visual quality of the downtown.
- **Economic Restructuring:** Strengthening the existing economic assets of the business district while diversifying its economic base.

WHDA is a volunteer driven organization. These volunteers, with the help of one staff member have worked diligently to advance WHDA.

- WHDA has enjoyed many milestones.** WHDA has;
- Consistently advanced the Harbor District and the Washington Visualization and Reinvestment Strategy adopted in 2009;
 - Created the Maritime Team that has succeeded in advocating for a new management structure for the Waterfront Docks and has advocated for assistance in the planing and construction of the new Lighthouse Bathroom Facility and People's Pier;
 - Helped facilitate the process of taking Old City Hall from an empty building to housing a fabulous new business;
 - Established and maintained a consistent marketing effort for the Harbor District to neighboring communities entitled... Shop, Dine & Play!;
 - Supplied marketing materials about the Harbor District to the visitors center, welcome centers and large incoming groups and sporting events and administers cost-saving marketing opportunities for downtown businesses;
 - Hosted the 2014 NC Main Street Managers meeting in Washington;
 - Helped build Festival Park by contributing money and many volunteer hours in planning;
 - Established a successful corporate sponsorship program that has revolutionized our ability to have needed funding for events;
 - Built a strong working Board of Directors comprised of dedicated community stakeholders;
 - Gained the confidence of the City of Washington and have created strong partnerships to grow our capacity to support downtown;
 - Administers an American flag program to that helps celebrate holidays and dresses up our downtown;
 - Completed a Business Development plan and are actively recruiting businesses.
- Gained National Main Street accreditation status in 2015.



2015 EVENTS

Art Walk –

March 27th, June 26th, September 25th, November 27th

A time to showcase our thriving art scene. Galleries and merchants open late and serving refreshments.

Music In The Streets

3rd Friday of the Month; April thru Oct.

A 13 year celebration of music, dance and a time to enjoy all the Harbor District has to offer!

Saturday Market – Every Saturday

Starting April 18th thru October 10th

Weekly farmers and artisan market held on the West end of Stewart Parkway.

Washington Marine Market –

Sat, April 25th

Anything and Everything Nautical for Sale with entertainment from the all day BOCO Music Festival.

Memorial Day Celebration - May 25th

Help us honor all those who have served this great nation. Music, inspiring speeches and fireworks. Scheduled to perform are the 82nd Airborne Division Band, and the Backyard Groove Band.

Lee Chevrolet's 4th of July & the City of Washington Fireworks

Jupiter Jones rockin' the crowds, food, corn hole tournament, children's activities and fireworks,

Pickin' on the Pamlico - August 15

Let's celebrate the abundance of seafood that comes from our local waters! All you can eat crabs and shrimp, drink a cold beer, enjoy some dancing all along the beautiful Pamlico River.

Git' Down Downtown!– September 12th from 5:00 to 9:00 PM

Come to hear the American Idol finalist & country singer Emily Minor.

Hometown Holidays – December 6th

Featuring the Christmas parade, Toys for Tots Campaign, merriment and festivities.

Washington Harbor District Alliance Focus of Work 2015-2016

Under the Main Street organizational structure WHDA's purpose of action is to promote the economic development and quality of life in the Washington "central business district on the water".

DESIGN:

- *Complete Wayfinding implementation (started in 2013)*
- *Assist in building consensus for downtown streetscape plan by Winter 2015*
- *Define areas in need of maintenance and initiate effort to help beautify downtown*
- *Advocate for permanent Farmer's Market structure, Caboose revitalization project & Pedestrian Art Project.*

ECONOMIC DEVELOPMENT:

- *Maritime Team continue to work with new Washington Waterfront Docks advisory board, Build People's Pier, explore avenues of providing fuel, at docks,*
- *Adaptive Reuse explore ways to reuse buildings with a focus on a hotel.*
- *Support Arts on the Pamlico at the Turnage Theater, the National Underground Railroad Network to Freedom designation and the Historic Port of Washington Project.*
- *Recruitment/Retention Team for new and existing businesses*

PROMOTIONS:

- *Recruit Corporate Sponsorships*
- *Art Walk, Music in the Streets, Marine Market, 4th of July, Memorial Day Concert, & Saturday Market.*
- *Shop, Dine Play Downtown Campaign*
Facilitate marketing program that creates interest and brings traffic downtown by marketing to communities that are not covered by Washington Tourism Development Authority.
- *Plan for 2016 Season of Events incorporating new retail promotions*

ORGANIZATION:

- *Encourage Capacity Building Partnerships.*
- *Increase Memberships through the Friends of the Alliance program, Grow Funding to Increase Capacity.*
- *Develop Merchants Council, Develop Welcome Package for New Businesses.*
- *Frequently Share our Story and that of the Harbor District.*

Our process in accomplishing these goals and objectives is by using:

- *CLARITY: Defining what we are and what we do*
- *ALIGNMENT: All groups working together and communicating*
- *MOVEMENT: How we move the projects. Tasks and tracking.*
- *FOCUS: Getting rid of the clutter.*

WHDA's Mission: The mission of Washington Harbor District Alliance is to improve economic conditions and quality of life while serving as a facilitator and catalyst to renew, restore, rebuild and invest in the Harbor District.

WHDA's Vision: The Washington Harbor District is the center for the arts, unique shops and restaurants, diverse festivals, and is a center for interplay with the Pamlico River. The Harbor District embraces its historic port town past and helps grow businesses and recreation that promotes its future.

WHDA Board of Directors, Committees & Volunteers

BOARD OF DIRECTORS:

President:	Chris Furlough
V.P. Economic Restructuring:	Trent Tetterton
Promotions:	Rebecca Clark & Garleen Woolard
Design:	Bill Cummings
Organization:	Harold Robinson & Leigh Gertz
Maritime Committee	Fred Watkins
Secretary:	Jaki Kennedy
City Liaison:	Emily Rebert Planning Dept.
Ex-Officio:	Catherine Glover- Washington/B.C. Chamber of Commerce
	Lynn Wingate - WTDA
	Bobby Roberson - Interim City Manager

Board Meetings held the third Wednesday of the month at the Chamber of Commerce at 8:30AM. The public is welcome to attend.

Special recognition goes to our sister organizations, who have a shared interest in helping Washington realize its full potential and who allow us to partner with them to achieve this goal.

The Washington/Beaufort County Chamber of Commerce,

Art on the Pamlico

Washington Tourism Development Authority,

Pamlico Sail and Power Squadron,

Washington Area Historic Foundation,

& The Washington Noon Rotary

There are many other volunteers that WHDA relies on throughout the year. Without their participation we could not meet our many goals.

CORPORATE SPONSORS:

Special thanks goes to the City of Washington, that understands the importance of economic development and actively supports our efforts; both financially and operationally.



Cell: 252-947-1487
Office: 252-946-3969

Email: whda@washingtononthewater.com
Web Site: www.whda.org

Request for Service Expansion

Title of Service Expansion: Washington Aquatic Center

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	\$357,263	New funding request
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$357,263</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: City of Washington/Aquatic Center **Amount Requested \$ 357,263**

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimated Actual Expenses	FY2016-17 Budget Request
REVENUES:				
Requested from Beaufort County				357,263
Federal				
State				
Cities/Towns	354,762	331,243	342,384	304,336
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers				
Fees/Dues	83,119	78,600	74,810	74,400
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	437,881	409,843	417,194	735,999
EXPENSES:				
Salaries and Benefits	190,110	192,997	193,058	194,913
Program Services	9			1,000
Contractual Services	1,759	6,695	6,562	1,652
Commodities & Supplies	241,010	209,191	216,614	184,978
Fundraisers				
Capital	4,993	960	960	353,456
Other				
TOTAL:	437,881	409,843	417,194	735,999

Organizational Data

President: Mac Hodges
 Executive Director: Bobby Roberson
 Treasurer: Matt Rauschenbach
 Other Officers:

Completed by: Matt Rauschenbach
 (Signature)

Date: 3/1/16

Matt Rauschenbach _____
 (Name)

C.F.O./Admin. Services Director _____
 (Title)

Phone: 252 975-9312 _____

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: City of Washington – Moore Aquatic & Fitness Center

Contact Information: Matt Rauschenbach _____

PO Box 1988, Washington NC 27889 _____

Amount Requested: \$357,263 _____

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 for salaries to run the Aquatic Center and programming.

Programming for seniors, adults, teens, and children. Programs include swim lessons, water aerobics,


Senior swim practices and swim meet through the Senior Center, ECA Swim Team practices,

Washington High School Swim Team practices, Beaufort Hyde Special Olympics, Open Pool for non-

member swim times, Boy Scouts of America Trainings, American Red Cross Lifeguard Classes, rentals,

and other seasonal programs. Funding request is based on patron utilization of 54% for County residents.

Completed By: Matt Rauschenbach/CFO
Printed Name & Position

 3/1/16
Signature & Date

Request for Service Expansion

Title of Service Expansion: Washington 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	\$523,756	Additional funds requested by agency above current year allocation of \$15,732.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
Total Cost of Service Expansion	\$523,756	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: **City of Washington/Recreation Facilities**

Amount Requested **\$ 539,488**

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimated Actual Expenses	FY2016-17 Budget Request
REVENUES:				
Requested from Beaufort County	15,732	15,732	15,732	539,488
Federal				
State	2,000	0	3,000	0
Cities/Towns	727,201	779,292	769,119	459,563
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers				
Fees/Dues	25,871	62,000	55,800	76,210
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	770,804	857,024	843,651	1,075,261
EXPENSES:				
Salaries and Benefits	359,018	379,003	379,196	357,622
Program Services	20,275	23,750	23,750	31,750
Contractual Services	12,812	17,803	17,770	14,420
Commodities & Supplies	266,350	350,402	336,870	313,709
Fundraisers				
Capital	112,349	86,065	86,065	357,760
Other				
TOTAL:	770,804	857,024	843,651	1,075,261

Organizational Data

President: Mac Hodges
 Executive Director: Bobby Roberson
 Treasurer: Matt Rauschenbach
 Other Officers:

Completed by: Matt Rauschenbach
 (Signature)

Date: 3/1/16

Matt Rauschenbach
 (Name)

C.F.O./Admin. Services Director
 (Title)

Phone: 252 975-9312

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: City of Washington – Recreation Facilities

Contact Information: Matt Rauschenbach _____

PO Box 1988, Washington NC 27889 _____

Amount Requested: \$539,488 _____

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 for salaries to manage and maintain City Facilities as well as

Operate Summer Programs. Programming for adults, teens, and children. The facilities include a

gymnasium 10 parks (including a skatepark, dog park, waterfront, and Veterans Park), 8 soccer fields, 4

softball fields, 6 baseball fields, 2 boat launching facilities, outdoor basketball courts, tennis courts, and

walking trails. Funding request is based on patron utilization of 54% for County residents.

Completed By: Matt Rauschenbach/CFO
Printed Name & Position

 3/1/16
Signature & Date

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SUMMARY OF REQUESTED SERVICE EXPANSIONS

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

Note: 1% on the water rates = \$64,035

REQUESTS

Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
Water	2% COLA	\$18,975	\$0	\$18,975	\$18,975	Amt. shown here is Water Fund portion only
Human Resources	Employee Assistance Program (Water Fund)	\$504	\$0	\$504	\$504	27 FT Employees, 1 PT @ \$1.50 per month per employee
Water	Senior Distribution Mechanic	\$41,069	\$25,000	\$16,069	\$41,069	New position requested
Water	Fleet Tracking Software & Equipment	\$7,200	\$2,680	\$7,200	\$600	Vehicle monitoring system for improved route planning
Water	Develop Hydraulic model of Water System	\$150,000	\$0	\$150,000	TBD	Firm will use existing GIS data to produce model of BCWD system
Water	Emergency Power - Year 1 of 3	\$600,000	\$0	\$600,000	\$500,000	Provide water during power outages (FY 2018 - \$500,000 FY 2019 - \$400,000)
Total of all Water Fund Expansion Request (2% COLA is in total)		\$817,748	\$27,680	\$792,748	\$561,148	

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	\$18,975	Water Fund only. \$948,743 payroll at 2%.
Operational		
Capital Outlay		
Total Expenditures	\$18,975	

Revenue to offset Costs	0	
<i>Total Cost of Service Expansion</i>	<i>\$18,975</i>	

Request for Service Expansion

Title of Service Expansion: Employee Assistance Program (Water Fund)

Name of Department: Human Resources

Purpose and Justification: Each year, one out of five employees faces a significant personal problem that disrupts life at home and productivity at work. It could be a child in trouble, an aging parent needing care, handling grief, an unpaid debt, relationship or substance abuse problem or a host of other issues. An Employee Assistance Program is a voluntary, confidential program that helps employees (including management) work through various life challenges that may adversely affect job performance, health and personal well-being to optimize an organization's success. Employee Assistance Programs include assessments, counseling and referrals for additional services to employees with personal and/or work-related concerns, such as stress, financial issues, legal issues, family problems, office conflicts and alcohol and substance abuse. Employee Assistance Programs also work with managers and supervisors to provide advanced planning for situations such as organization changes, legal considerations, emergency planning and response to unique traumatic events.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$504	Water Fund: 27 Full-Time Employees and 1 Part-Time Employees @ \$1.50 per employee per month.
Capital Outlay		
Total Expenditures	\$504	

Revenue to offset Costs	0	
Total Cost of Service Expansion	\$504	

EAP Partnerships

848 Country Club Square, Rocky Mount, NC 27804 • 252-962-5477 • fax 252-962-5520
toll free 888-800-8711

SCOPE OF SERVICES

Listed below are the services currently being provided by EAP Partnerships to the employees of contracted companies.

Face-to-face individual assessment and problem resolution sessions will be available for all employees and immediate family members for such issues as depression, marital, family/child, alcohol/drug, financial, workplace, legal, stress and burnout.

Life Coaching designed to assist individuals in making life enhancing changes that support and maintain productive lives. Through coaching, individuals find clarity and confidence in themselves to achieve more of the life they seek.

Each employee will receive an EAP laminated card and brochure explaining the scope of services being provided and how to access an EAP counselor.

Each employee/family member will be scheduled an EAP appointment within three business days of request. In case of emergency, same day arrangements can be made.

The company is provided with informational material and posters to display throughout the organization.

EAP Supervisory Training will be conducted at least once per year for all management and supervisory staff who may be in a position to offer EAP services to any employee. Other educational workshops will be provided one per quarter on various topics as requested.

EAP staff will participate in employee meetings and new employee orientations as a means of explaining EAP services and promoting use of the program. Submission of short articles will be made available for company newsletters or publications to educate on topics of interest.

EAP will be available for management/supervisory consultations.

EAP will provide Critical Incident Stress Debriefing (CISD) in the case of a traumatic incident involving employees or staff members. **NOTE:** There is a 24-hour EAP on-call pager in the case of an emergency.

Company will be provided with a Quarterly Utilization Report and a list of other services provided to the organization during the period.

EAP Partnerships, Rocky Mount, NC

Working together to achieve personal and professional success.

Request for Service Expansion

Title of Service Expansion New Sr. Distribution Mechanic

Name of Department: Water

Purpose and Justification: Maintenance of a water system is as important as maintenance of a car or home. Proper maintenance of a distribution system includes developing and implementing a documented flushing plan and a valve and hydrant maintenance plan. Currently BCWD does not have staff to dedicate to these roles. The new personnel will be responsible for flow testing hydrants, painting hydrants, operating valves, and working with the engineering company selected to develop the BCWD hydraulic model.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$16,069	Salary plus benefits = \$41,069 Anticipated Overtime Savings = \$25,000
Operational	\$0	
Capital Outlay	\$23,000	Uniform & Equipment = \$1,000 New Truck = \$22,000
Total Expenditures	\$39,069	

Revenue to offset Costs	(\$0)	
Total Cost of Service Expansion	\$39,069	

Request for Service Expansion

Title of Service Expansion Fleet Tracking Software & Equipment

Name of Department: Water

Purpose and Justification: BCWD currently has approximately 20 vehicles on the road 5 days a week covering almost all of the 827 square miles of Beaufort County. Fleet management software will enable staff to monitor the location of vehicles so that the closest vehicle can be dispatched to perform a service call. It will also allow monitoring of mechanical functions to determine if unsafe driving patterns occur. It is anticipated that overall fuel cost will be reduced due to improved route planning and decreased idling of vehicles.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$0	
Operational	\$7,200	Cost of software is approximately \$30/month/vehicle. 20 vehicles will be outfitted.
Capital Outlay	\$0	
Total Expenditures	\$7,200	

Revenue to offset Costs	(\$2,680)	Anticipated 5% savings in Fuel Cost
<i>Total Cost of Service Expansion</i>	<i>\$4,520</i>	

Request for Service Expansion

Title of Service Expansion Development of a Hydraulic Model of the Water System

Name of Department: Water

Purpose and Justification: The Beaufort County water system is a highly complex combination of different pipe sizes, pipe materials, and elevated storage tanks. The system was developed over a period of 20 years in multiple phases. The development of a hydraulic model will enable the prediction of the reaction of the system in events of emergency or planned outages. It will also increase the knowledge of the quality of the water, including age and flow patterns. During the past two years, BCWD has completed a project identifying the location of pipe lines, valves, and meters with the intention of using this information to develop a model. Allocating \$150,000 during FY2017 will allow the selection of an engineering firm and begin the process of developing a model. Additional costs may be required during FY2018 to complete the project based on the length of time required to complete field testing and to calibrate the model. An RFQ will be issued to various engineering firms to work with BCWD, and a firm will be recommended to the Board of Commissioners based on experience and qualifications. After the development of the model, it will be the property of Beaufort County.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$0	
Operational	\$150,000	Estimate from engineering firm to use existing GIS data and as-builts to produce a hydraulic model of the BCWD system.
Capital Outlay	\$0	
Total Expenditures	\$0	

Revenue to offset Costs	\$0	
<i>Total Cost of Service Expansion</i>	<i>\$150,000</i>	

Request for Service Expansion

Title of Service Expansion Emergency Power - Year 1 of 3

Name of Department: Water

Purpose and Justification: BCWD does not have emergency power at any of its sites. During power outages, available water is limited to the water that is stored in the tanks. While BCWD fills tanks when an outage is anticipated, in certain areas of the county the stored water may only last one day. After the events of Hurricane Irene, when a large area of the county was without water for an extended period of time, there has been much discussion regarding providing generators to the different sites. McDavid and Associates completed an initial review of the emergency power needs of the different sites and based on these values, a three -plan is proposed. An RFP will be issued to thoroughly study the needs and to determine the most cost efficient means to accomplish the goal of providing permanent emergency power at all of the BCWD sites. The first phase of this plan is to issue the RFP and to provide an emergency generator and automatic transfer switch at the Southside water treatment plant and one well on the south side of the river.

Summary of Estimated Cost

Year 1/FY2017 \$600,000	1. Permanent Generators & Automatic Transfer Switches at the Southside WTP & wells. 2. Electrical infrastructure work at the Washington WTP as funds allow.
Year 2/FY2018 \$500,000	1. Permanent Generators & Automatic Transfer Switches at the Washington WTP & Slatestone Booster Pump Station 2. Smaller generators at Booster Pump sites, as funds allow.
Year 3/FY2019 \$400,000	1. Smaller generators and transfer switches at remainder of Booster Pump sites, as funds allow.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$0	
Operational	\$0	
Capital Outlay	\$600,000	Engineering fees, one generator & ATS at SSWTP, and one generator and ATS at one well on the south side to supply the plant
Total Expenditures	\$600,000	

Revenue to offset Costs	(\$0)	
Total Cost of Service Expansion	\$600,000	

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

Note: \$1 on the solid waste fee = \$ 21,333

REQUESTS

Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
Solid Waste	Improvement of Convenience Sites	\$30,000	\$0	\$30,000	\$0	Pavement repair, concrete pads/walkways & cleanup
Total of all SW Fund Service Expansion Request		\$30,000	\$0	\$30,000	\$0	

Request for Service Expansion

Title of Service Expansion Improvement of Convenience Sites

Name of Department: Solid Waste

Purpose and Justification: There is a need to improve the appearance and condition of many of the convenience sites. Republic Services and County personnel have completed a review of the sites and various projects have been identified. There are various paving projects that need to be completed to repair pot holes and drainage issues. Concrete pads are also needed in order to provide residents safe, clean access to containers. This will be a multi-year project, but it is hoped that the Magnolia School Road site and the Gray Road site can be focused on during FY2017 since they are the busiest sites on each side of the river.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$30,000	Pavement repair, concrete pads & walkways, clean-up
Capital Outlay		
Total Expenditures	\$30,000	

Revenue to offset Costs	0	
<i>Total Cost of Service Expansion</i>	<i>\$30,000</i>	

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 \$.10 per page.

Fees Charged – First 10 copies – free
After 10 copies - \$.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

April 19, 2016

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

EMS Billing Rates

Medicare plus 25%

BLS Non-Emergency	\$264.56
BLS Emergency	\$423.30
ALS Non-Emergency	\$317.48
ALS Emergency	\$502.66
ALS 2	\$727.54
Specialty Care Transport	\$859.83
Mileage	\$11.73
Treatment No Transport (BLS)	\$150.00
Treatment No Transport (ALS)	\$150.00

Revenue Code - 10-0400-434000

Beaufort County Animal Control Fee Schedule 2016-2017

<u>Description</u>		<u>Fee</u>	<u>Code</u>
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 2016-2017

<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 Public Health Department

1436 HIGHLAND DRIVE
WASHINGTON NC 27889

TELEPHONE: 252.946.1902
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www.bchd.net

Fee Schedule FY 2016-2017

Definition/Comments – Fees for health department clinical and environmental health services

Clinical Service Fees:

CPT	Description	Fee
11981	Insertion Drug Implant Device	\$200.00
11982	Remove Drug Implant Device	\$210.00
11983	Removal w// Reinsertion of Implant Device	\$300.00
2000F	Blood Pressure Monitoring (Inc. referral & follow up)	Flat Fee \$10.00
36415	Venipuncture	\$8.00
57150	Condylomata treatment	\$60.00
57170	Diaphragm Fitting	\$100.00
58300	IUD Insertion	\$100.00
58301	IUD Removal	\$110.00
59025	Fetal Non-Stress Test	\$48.00
59425	AntePartum Care 4-6 Visits	\$1,200.00
59426	AntePartum Care 7+	\$2,300.00
59430	Post-Partum Care	\$115.00
80076-90	Hepatic Function	**\$8.00
81003	Urinalysis w/o Microscope Automated	\$8.00
81025	Pregnancy Test - Urine	\$18.00
82120	Amine Test	\$6.00
82270	Fecal Occult Blood	\$11.00
82947	Glucose – Venous	\$12.00
82950	Glucose – 1HR	\$14.00
82951	Glucose Tolerance Test	\$27.00
82952	GTT 4th Specimen	\$12.00
82962	Glucose – Monitoring Device	\$10.00
83036	Hemoglobin (Hb) A1c	\$6.50
83655	Lead Blood (Adult)	\$4.00
85018	Hemoglobin	\$8.00
85025-90	CBC with Differential	**\$4.00



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86317-90	Hepatitis B Surface Antibody (Hepatitis B Titer)	**\$50.00
86580	TB Skin Test	Flat Fee \$16.00
86592	RPR	\$10.00
86735-90	Mumps Titer (MMR Immunity Profile)	**\$10.00
86762-90	Rubella Titer (MMR Immunity Profile)	**\$10.00
86765-90	Measles Titer (MMR Immunity Profile)	**\$10.00
86787-90	Varicella Titer	**\$12.00
86850-90	Antibody Screening	**\$8.00
86900-90	Blood Typing ABO	**\$12.00
87086-90	Urine Culture	**\$10.00
87150-90	GroupB Beta Strep	**\$47.00
87210	Wet Mount	\$12.00
88175-90	Pap Smear (Non-Medicaid Only)	\$22.00
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	\$182.00
90651	Gardasil 9	\$185.00
90657	Influenza	\$12.50
90658	Influenza – (3yr and above)	\$12.50
90685	Influenza	\$12.50
90686	Influenza	\$12.50
90662	Influenza High Dose	\$36.50
90670	Pneumococcal Prevnar	\$175.00
90675	Rabies – Intramuscular (pre/post)	\$235.00
90680	Rotavirus	\$110.00
90696	Kinrix (Dtap/IPV)	\$55.00



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90698	Pentacel (Dtap/IPV/Hib)	\$90.00
90700	DTaP	\$28.00
90707	MMR (Mumps, Measles, Rubella)	\$68.00
90710	MMRV (Mumps, Measles, Rubella, Varicella)	\$125.00
90713	IPV	\$33.00
90714	Td (Tetanus)	\$30.00
90715	Tdap	\$45.00
90716	Varicella	\$115.00
90732	Pneumococcal	\$85.00
90734	Meningococcal	\$130.00
90744	Hepatitis B Pediatric	\$25.00
90746	Hepatitis B (Adult)	\$65.00
90782	Injection	\$20.00
96372	Injection - 17P	*18.72
97802	Medical Nutrition, Initial Assess. & Intervention	\$35.00
97803	Medical Nutrition, Individual, Subsequent	\$30.00
97804	Medical Nutrition, Group 2 or more	\$20.00
99000	Specimen Collection & Handling	\$12.00
99201	Office Visit I	\$72.00
99202	Office Visit II	\$107.00
99203	Office Visit III	\$152.00
99204	Office Visit IV	\$224.00
99205	Office Visit V	\$281.00
99211	Office Visit I	\$40.00
99212	Office Visit II	\$66.00
99213	Office Visit III	\$91.00
99214	Office Visit IV	\$141.00
99215	Office Visit V	\$210.00
99384	Office Visit 12-17 YR	\$195.00
99385	Office Visit 18-39 YR	\$192.00
99386	Office Visit 40-64 YR	\$229.00
99387	Office Visit 64+ YR	\$247.00
99394	Office Visit 12-17 YR	\$168.00
99395	Office Visit 18-39 YR	\$163.00
99396	Office Visit 40-64 YR	\$182.00
99397	Office Visit 64+ YR	\$201.00
99401	Preventive Med. Counseling 15 Minutes	\$40.00



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99402	Preventive Med Counseling 30 Minutes	\$75.00
99406	Tobacco Cessation Counseling (3-10 min)	\$14.00
99407	Tobacco Cessation Counseling (10+ min)	\$25.00
99501	Maternal Assessment Home Visit	*70.00
99502	Newborn Assessment Home Visit	*\$65.00
G0008	Medicare/BCBS Influenza Admin Fee	\$22.50
G0009	Medicare/BCBS Pneum. Admin Fee	\$22.50
G0010	Medicare/BCBS Hepatitis B Admin Fee	\$22.50
G0108	Diabetes Outpatient Self-Management Individual	\$55.00
G0109	Diabetes Outpatient Self-Management Group 2 or more	\$25.00
G0270	Medical Nutrition Therapy; Reassess Individual	\$35.00
G0271	Medical Nutrition Therapy; Reassess Group	\$20.00
J1050	Depo Provera	\$50.00
J1050UD	Depo Provera	\$14.65
J2790	Rhogam Injection	\$114.00
J3490	17P	*\$20/unit
J7300	Paraguard	\$430.00
J7300UD	Paraguard	\$237.90
J7298	Mirena	\$973.00
J7298UD	Mirena	\$286.35
J7307	Nexplanon	\$925.00
J7307UD	Nexplanon	\$336.70
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
S9442	Childbirth Education Class	\$10.00/Hour
S9465	Diabetic Management Program, Dietitian Visit	\$40.00
S9470	Nutritional Counseling, Dietitian Visit	\$40.00
S4993	Birth Control Pills (per pack)	\$6.00
S4993UD	Birth Control Pills (per pack)	\$1.32
T1001	MC Skilled Nurse Home Visit (15 minutes per unit)	*\$40/Unit
T1002	TB Control Treatment (15 minutes per unit)	*\$93.00/Unit



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T1002	STD Control Treatment (15 minutes per unit)	*\$93.00/Unit
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

*Medicaid Billing only; UD modifiers indicate Medicaid Billing only

**These fees only charged to Self-Pay and Insurance (Lab Vendor bills Medicaid directly)

Environmental Health Service Fees:

Description	Fee
Site Evaluation for Wastewater System (Improvements Permit or Denial for new sites, 1 acre or less)	\$75.00
Revisit for Site not ready for inspection (new or existing lot evaluations)	\$25.00
Construction Authorization/ Operation Permit for new installation	\$75.00
Permit Revision (If site plan or design flow changes)	\$75.00
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	\$20.00
Operation Permits for systems under Management Entity	
Less than 480 gallons per day	\$60.00
Greater than 480 gallons per day (valid for 5 years)	\$120.00
Contractor Re-Inspection for Denied Installations	\$50.00
Water Sample	
Bacteriological (required well inspection)	\$40.00
Chemical	\$75.00
Pesticide	\$75.00
Petroleum	\$75.00
Lead	\$40.00
Nitrates	\$75.00
New Private Drinking Water Well Permit (includes sampling and inspections required)	\$200.00
Swimming Pool Annual Permit (per pool)	\$100.00
Swimming Pool Plan Review (for new or remodel)	\$150.00
Tattoo Artist Annual Fee	\$200.00



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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	\$100.00

Reference – NC GS §130A-39; Consolidated Agreement

Revenue Codes – Clinical Services have various revenue codes based on source and program (Restricted Federal Health 10-0221-XXXXXX and Sales and Service 10-0400-XXXX).
Environmental Health fees utilize revenue codes 10-0400-447510 and 10-0400-447530.

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
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	\$.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.

Any questions please call the Beaufort County Department of Building Inspections at 252/946-7182 between the hours of 7:30am and 4:30pm

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

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 \$56.00 first 15 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.



BEAUFORT COUNTY WATER DEPT

Effective: July 1, 2016

Tap-On Fee	
3/4" Meter	\$ 500.00
1" Meter	\$1,000.00
Meters larger than one inch- cost plus 20% with a minimum of	\$3,000.00
Deposit	
3/4" Meter	\$ 75.00
1" Meter	\$ 75.00
2" Meter	\$ 100.00
Change of Occupancy Fee	\$ 50.00
Reconnect Fee	\$ 25.00
Seasonal Fee	\$ 25.00
Late Fee	greater of \$4.00 or 4% of outstanding balance
Meter Test	
3/4" Meter	\$ 50.00
1" Meter	\$ 100.00
Tampering Fee	\$ 100.00 plus cost of repairs plus 20%
Move Meter	\$ 300.00
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 \$.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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ACCOUNT DESCRIPTION	2014-2015	2015-2016	2015-2016	2015 ACTUALS VS.	2015-2016		2016 REVISED BUDGET VS.	2016-2017	ESTIMATE VS.	14/15 Actual vs.
	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	2016 ORIGINAL BUDGET	YTD at 3-31-16	2015-2016 ESTIMATE	2016 ESTIMATE	RECOMMENDED	RECOMMENDED	Recommended
1994 AD VALOREM TAX \$.60/100	3,465	0	0	3,465	0	-	0	-	-	(3,465.36)
1995 AD VALOREM TAX \$.60/\$100	197	0	0	197	125	125	125	-	(125)	(197.32)
1996 AD VALOREM TAX \$.60/\$100	244	0	0	244	137	137	137	125	(12)	(118.64)
1997 AD VALOREM TAX \$.60/\$100	244	0	0	244	224	224	224	137	(87)	(106.64)
1998 AD VALOREM TAX \$.60/\$100	304	0	0	304	224	224	224	224	-	(80.25)
1999 AD VALOREM TAX \$.63/\$100	525	0	0	525	235	235	235	224	(11)	(300.88)
2000 AD VALOREM TAX \$.63/\$100	677	0	0	677	288	288	288	235	(53)	(441.78)
2001 AD VALOREM TAX \$.67/\$100	1,191	0	0	1,191	331	510	510	288	(222)	(903.12)
2002 AD VALOREM TX\$.6575/\$100	2,061	0	0	2,061	379	525	525	331	(194)	(1,730.08)
2003 AD VALOREM TAX \$0.60/\$100	2,027	0	0	2,027	352	360	360	379	19	(1,648.40)
2004 AD VALOREM TAX \$.60/\$100	3,571	0	0	3,571	374	400	400	352	(48)	(3,218.53)
2005 AD VALOREM TAX \$.60/\$100	6,940	0	0	6,940	1,141	1,525	1,525	1,000	(525)	(5,940.28)
2006 AD VALOREM TAX \$.60/\$100	9,000	0	0	9,000	3,102	3,400	3,400	2,500	(900)	(6,500.23)
2007 AD VALOREM TAX \$.60/\$100	11,354	9,224	9,224	2,130	2,400	3,000	-6,224	3,000	-	(8,353.59)
2008 AD VALOREM TAX \$.60/\$100	16,177	11,636	11,636	4,541	5,387	6,200	-5,436	5,000	(1,200)	(11,176.69)
2009 AD VALOREM TAX \$.60/\$100	28,884	16,579	16,579	12,305	6,968	8,000	-8,579	6,000	(2,000)	(22,884.02)
2010 AD VALOREM TAX \$.50/\$100	37,766	29,603	29,603	8,163	8,598	9,800	-19,803	8,000	(1,800)	(29,765.75)
2011 AD VALOREM TAX \$.??/\$100	69,418	38,706	38,706	30,712	18,320	22,000	-16,706	9,800	(12,200)	(59,617.99)
2012 AD VALOREM TAX \$.53/\$100	134,697	71,146	71,146	63,551	30,915	34,000	-37,146	22,000	(12,000)	(112,696.91)
2013 AD VALOREM TAX \$.53/\$100	540,583	138,050	138,050	402,533	92,548	105,000	-33,050	34,000	(71,000)	(506,583.48)
2014 AD VALOREM TAX \$.53/\$100	28,569,236	554,042	554,042	28,015,194	431,462	450,000	-104,042	105,000	(345,000)	(28,464,235.99)
2015 AD VALOREM TAX	1,409	29,280,483	29,280,483	-29,279,074	27,557,300	27,949,368	-1,331,115	450,000	(27,499,368)	448,591.39
2016 AD VALOREM TAX							0	29,367,743	29,367,743	29,367,743.00
1994-2010 VEHICLE TAX	6,621	0	0	6,621	0	-	0	-	-	(6,621.34)
2011 VEHICLE TAX	2,480	1,735	1,735	745	0	-	-1,735	-	-	(2,480.35)
2012 VEHICLE TAX	6,126	2,542	2,542	3,584	0	-	-2,542	-	-	(6,125.70)
2013 VEHICLE TAX	622,950	6,278	6,278	616,672	1,116	1,200	-5,078	-	(1,200)	(622,950.04)
2014 VEHICLE TAX	1,697,279	638,459	638,459	1,058,820	521,702	698,000	59,541	1,200	(696,800)	(1,696,079.28)
2015 VEHICLE TAX	0	1,739,534	1,739,534	-1,739,534	937,086	1,540,000	-199,534	698,000	(842,000)	698,000.00
2016 VEHICLE TAX					0	-	0	1,682,514	1,682,514	1,682,514.00
NCVTS-COUNTY INTEREST	4,735	0	0	4,735	644	1,000	1,000	1,000	-	(3,734.68)
NSF-RETURNED CHECK FEE	2,624	0	0	2,624	2,275	2,600	2,600	2,600	-	(24.26)
CASH COLLECTIONS-OVER/SHORT	-644	0	0	-644	-184	(184)	-184	-	184	644.48
LATE LISTING PENALTIES	23,084	23,659	23,659	-575	16,113	23,000	-659	23,000	-	(84.45)
TAX ADVERTISING COSTS	22,740	23,306	23,306	-566	12,142	20,000	-3,306	24,000	4,000	1,259.99
1995 AD VALOREM TAX INTEREST	576	0	0	576	347	347	347	-	(347)	(575.64)
1996 AD VALOREM TAX INTEREST	615	0	0	615	355	355	355	347	(8)	(267.81)
1997 AD VALOREM TAX INTEREST	581	0	0	581	579	579	579	355	(224)	(225.98)
1998 AD VALOREM TAX INTEREST	725	0	0	725	547	547	547	579	32	(146.44)
1999 AD VALOREM TAX INTEREST	1,196	0	0	1,196	546	546	546	547	1	(648.50)
2000 AD VALOREM TAX INTEREST	1,375	0	0	1,375	601	601	601	546	(55)	(828.88)
2001 AD VALOREM TAX INTEREST	1,878	0	0	1,878	629	629	629	601	(28)	(1,277.25)
2002 AD VALOREM TAX INTEREST	2,608	0	0	2,608	547	547	547	629	82	(1,979.07)
2003 AD VALOREM TAX INTEREST	2,483	0	0	2,483	503	503	503	547	44	(1,936.39)
2004 AD VALOREM TAX INTEREST	3,759	0	0	3,759	487	487	487	503	16	(3,256.23)
2005 AD VALOREM TAX INTEREST	6,787	0	0	6,787	1,292	1,292	1,292	487	(805)	(6,300.31)
2006 AD VALOREM TAX INTEREST	7,439	0	0	7,439	3,418	3,418	3,418	1,292	(2,126)	(6,146.90)
2007 AD VALOREM TAX INTEREST	10,228	0	0	10,228	2,199	2,199	2,199	3,418	1,219	(6,809.66)
2008 AD VALOREM TAX INTEREST	12,173	10,482	10,482	1,691	3,674	3,674	-6,808	2,199	(1,475)	(9,973.86)
2009 AD VALOREM TAX INTEREST	15,627	12,476	12,476	3,151	5,117	5,117	-7,359	3,674	(1,443)	(11,952.97)
2010 AD VALOREM TAX INTEREST	16,565	16,016	16,016	549	5,559	5,600	-10,416	5,117	(483)	(11,448.28)
2011 AD VALOREM TAX INTEREST	23,215	16,978	16,978	6,237	8,291	8,300	-8,678	5,600	(2,700)	(17,615.00)

ACCOUNT DESCRIPTION	2014-2015	2015-2016	2015-2016	2015 ACTUALS VS.	2015-2016		2016 REVISED BUDGET VS.	2016-2017	ESTIMATE VS.	14/15 Actual vs.
	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	2016 ORIGINAL BUDGET	YTD at 3-31-16	2015-2016 ESTIMATE	2016 ESTIMATE	RECOMMENDED	RECOMMENDED	Recommended
2012 AD VALOREM TAX INTEREST	30,022	23,793	23,793	6,229	9,799	9,900	-13,893	8,300	(1,600)	(21,722.02)
2013 AD VALOREM TAX INTEREST	55,319	30,769	30,769	24,550	19,624	25,000	-5,769	9,900	(15,100)	(45,419.49)
2014 AD VALOREM TAX INTEREST	105,628	56,697	56,697	48,931	43,629	55,000	-1,697	25,000	(30,000)	(80,627.76)
2015 AD VALOREM TAX INTEREST		108,257	108,257	-108,257	74,071	100,000	-8,257	55,000	(45,000)	55,000.00
2016 AD VALOREM TAX INTEREST							0	105,000	105,000	105,000.00
1994-2014 VEHICLE TAX INTEREST	10,625	0	0	10,625	0	-	0	-	-	(10,624.59)
2015 VEHICLE TAX INTEREST	0	15,990	15,990	-15,990	0	-	-15,990	-	-	-
NCVTS REFUNDS	-11,643	0	0	-11,643	-17,499	(18,000)	-18,000	(18,000)	-	(6,356.87)
TAX REFUNDS-OVERPAYMENT REPORT	-96,439	0	0	-96,439	-56,253	(60,000)	-60,000	(60,000)	-	36,439.42
TAX REFUNDS	-4,623	0	0	-4,623	-817	(1,000)	-1,000	(1,000)	-	3,622.78
MISCELLANEOUS INCOME	66,295	0	0	66,295	0	-	0	-	-	(66,295.00)
	32,090,979	32,876,440	32,876,440	-785,461	29,758,951	31,026,578	-1,849,862	32,599,293	1,572,715	508,314.13
1% SALES TAX-ART.39 (100)	3,725,305	3,469,077	3,469,077	256,228	1,864,428	3,208,000	-261,077	3,725,305	517,305	-
1/2% SALES TAX-ART.40 (70/30)	2,560,030	2,444,122	2,444,122	115,908	1,586,797	2,720,000	275,878	2,560,030	(159,970)	-
1/2% SALES TAX-ART.42 (40/60)	2,115,794	1,971,067	1,971,067	144,727	1,108,132	1,899,655	-71,412	2,115,794	216,139	-
1/2% SALES TAX-ART.44 (100)	-216	0	0	-216	391	-	0	-	-	216.33
	8,400,913	7,884,266	7,884,266	516,647	4,559,747	7,827,655	-56,611	8,401,129	573,474	216.33
BEER AND WINE LICENSE	3,393	2,415	2,415	978	391	3,400	985	3,400	-	7.00
SCHEDULE B PRIVILEGE LICENSE	626	0	0	626	0	-	0	-	-	(625.63)
RENTAL VEHICLES RECEIPT TAX	20,512	14,600	14,600	5,912	14,755	25,200	10,600	25,000	(200)	4,488.13
CO.EXCISE STAMP TAX 105-228.30	167,325	119,545	119,545	47,780	93,135	127,000	7,455	127,000	-	(40,324.88)
SCRAP TIRE DISPOSAL TAX/GRANT	122,479	87,179	87,179	35,300	66,038	88,000	821	-	(88,000)	(122,479.17)
WHITE GOODS DISPOSAL TAX	8,795	6,261	6,261	2,534	22,851	26,000	19,739	-	(26,000)	(8,795.06)
	323,130	230,000	230,000	93,130	197,170	269,600	39,600	155,400	(114,200)	(167,729.61)
BEER AND WINE TAX	163,341	107,167	107,167	56,174	0	163,000	55,833	163,000	-	(341.45)
FEMA DISASTER PMT.	586,602	0	0	586,602	0	-	-	-	-	(586,602.42)
ABC REVENUE	115,676	80,374	80,374	35,302	60,515	120,000	39,626	120,000	-	4,323.67
ABC MIXED BEVERAGE TAX	25,358	0	0	25,358	10,964	22,000	22,000	25,000	3,000	(358.00)
D.W.I.FINES-SAFE ROADS ACT	6,052	3,971	3,971	2,081	3,555	5,000	1,029	5,000	-	(1,051.84)
COURT COSTS	58,663	38,488	38,488	20,175	39,575	60,000	21,512	60,000	-	1,337.30
	955,693	230,000	230,000	725,693	114,608	370,000	140,000	373,000	3,000	(582,692.74)
GENERAL-STATE AID TO COUNTIES	84,025	84,025	84,025	0	77,976	84,025	0	84,025	-	-
COMMUNICABLE DISEASES CONTL/TB	2,684	2,684	2,684	0	2,684	2,684	0	2,684	-	-
BIOTERRORISM GRANT	34,719	34,719	34,719	0	33,445	34,719	0	34,719	-	-
HIV/STD PREVENT.RISK REDUCT/HE	38,500	40,000	40,000	-1,500	29,651	40,000	0	40,000	-	1,499.90
HIV/STD STATE (CLINIC)	5,127	4,384	6,433	743	5,408	6,433	0	4,502	(1,931)	(624.90)
TUBERCULOSIS CONTROL	23,973	23,988	23,988	-15	18,683	23,988	0	23,995	7	22.00
TB MEDICAL SERVICES	1,776	1,776	1,776	0	1,776	1,776	0	1,776	-	-
STD TREATMENT DRUGS	975	1,541	1,541	-566	613	1,541	0	1,541	-	566.35
ENVIRONMENTAL HEALTH	4,000	4,000	4,000	0	0	4,000	0	-	(4,000)	(4,000.00)
FOOD/LODGING GRANT-ENV.HEALTH	9,453	6,500	11,131	2,953	0	11,131	0	10,000	(1,131)	547.00
MATERNAL HEALTH	53,870	54,767	43,765	-897	25,321	43,765	0	37,221	(6,544)	(16,649.00)

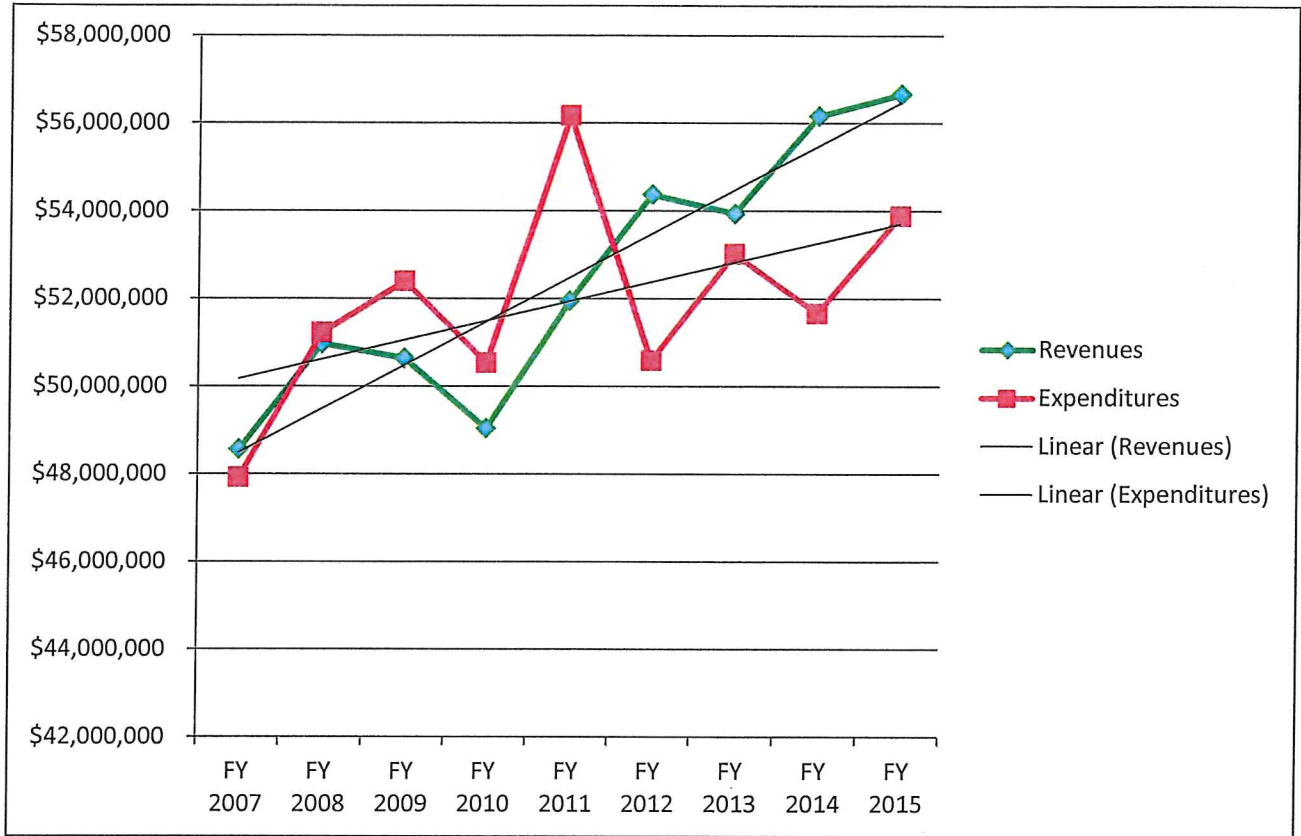
ACCOUNT DESCRIPTION	2014-2015	2015-2016	2015-2016	2015 ACTUALS VS.	2015-2016		2016 REVISED BUDGET VS.	2016-2017	ESTIMATE VS.	14/15 Actual vs.
	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	2016 ORIGINAL BUDGET	YTD at 3-31-16	2015-2016 ESTIMATE	2016 ESTIMATE	RECOMMENDED	RECOMMENDED	Recommended
FAMILY PLANNING-WOMENS PREV. H	118,256	108,867	119,869	9,389	74,910	119,869	0	104,557	(15,312)	(13,699.00)
WOMENS PREV.HEALTH-TANF/WHSE	5,753	5,500	5,500	253	8,195	8,195	2,695	8,195	-	2,442.00
CHILD HEALTH	5,464	5,464	5,464	0	5,464	5,464	0	5,464	-	-
CHILD FATALITY PREVENTION	427	466	466	-39	0	466	0	558	92	131.28
CHILD HEALTH SCHL NURSE GRANT	250,000	250,000	250,000	0	190,498	250,000	0	250,000	-	-
C.HEALTH-INFANT MORTAL. GRANT		0	80,000	0	3,966	80,000	0	60,000	(20,000)	60,000.00
EBOLA PREAREDNESS GRANT		0	20,000	0	9,918	20,000	0	-	(20,000)	-
FAMILY CONNECTS STATE FUNDING	87,734	89,234	89,234	-1,500	70,364	89,234	0	57,924	(31,310)	(29,810.35)
ENVIRONMENTAL HEALTH-SFSP	889	414	1,191	475	1,191	1,191	0	500	(691)	(389.00)
PRESCRIPTION DRUG OVERDOSE	0	0	0	0	0	-	0	1,500	1,500	1,500.00
BREAST & CERVICAL CANCER CONT.	34,270	30,345	30,345	3,925	22,589	30,345	0	34,170	3,825	(100.00)
STATEWIDE HEALTH PROMOTION	26,831	26,831	30,991	0	14,640	30,991	0	26,707	(4,284)	(124.00)
IMMUNIZATION ACTION PLAN (IAP)	13,560	14,202	14,202	-642	8,219	14,402	200	14,202	(200)	642.48
MISC HEALTH STATE INCOME		1,858,539	897,810	-1,858,539	0	-	-897,810	-	-	-
ELDERLY TRANSPORTATION-EDTAP	37,226	255,788	256,618	-218,562	37,352	255,788	-830	250,320	(5,468)	213,093.60
DUKE ENERGY ASSISTANCE		9,762	9,762	-9,762		9,762	0	11,940	2,178	11,940.00
STATE GRANT IN AID		0	0	0	0	-	0	-	-	-
STATE AID TO COUNTIES		0	0	0	0	-	0	-	-	-
FOSTER CARE-IV-E	32,429	28,814	28,814	3,615	11,090	19,012	-9,802	36,496	17,484	4,067.29
FOSTER CARE-STATE	28,327	44,219	44,219	-15,892	35,349	50,063	5,844	47,219	(2,844)	18,892.39
ADOPTION- VENDOR IV-B	8,014	18,949	18,949	-10,935	5,359	7,900	-11,049	14,638	6,738	6,624.25
CPS-CHILD PROTECTIVE SERVICE		0	0	0	0	-	0	-	-	-
SPECIAL ASSISTANCE-RECOUP		0	0	0	0	-	0	-	-	-
DAY CARE		230,906	230,906	-230,906		288,764	57,858	281,610	(7,154)	281,610.00
MISCELLANEOUS INCOME	92,885	0	0	92,885	15,916	45,000	45,000	-	(45,000)	(92,885.29)
WORKFIRST	22,260	0	0	22,260	13,486	13,486	13,486	-	(13,486)	(22,260.00)
IV-E	21,879	31,723	31,723	-9,844	23,636	31,723	0	31,973	250	10,093.72
SOCIAL SERVICES BLOCK GRANT		22,660	22,660	-22,660		21,261	-1,399	20,823	(438)	20,823.00
LINKS-INDEPENDENT LIVING-STATE	3,243	3,035	3,035	208	1,675	3,035	0	3,035	-	(207.51)
NC HEALTH CHOICE	2,008	1,215	1,215	793	594	1,019	-196	927	(92)	(1,080.98)
MEDICAL ASSISTANCE	54,656	8,075	8,075	46,581	68,353	69,529	61,454	3,888	(65,641)	(50,768.42)
SMART START-DAY CARE	451,413	250,000	258,555	201,413	237,646	258,055	-500	250,000	(8,055)	(201,413.25)
CHILDREN'S ADOPTION FUND		0	16,960	0		16,920	-40	5,000	(11,920)	5,000.00
STATE CRIMINAL ALIEN ASSISTANC	3,665	0	3,600	3,665	0	3,500	-100	3,500	-	(165.00)
EMERGENCY MANAGEMENT GRANT	39,324	0	20,625	39,324	20,625	20,625	0	-	(20,625)	(39,324.35)
LEPC-HAZARDOUS MATERIAL PLAN	0	0	1,104	0	1,104	1,104	0	-	(1,104)	-
COURT FACILITIES FEES	123,498	0	124,000	123,498	74,896	115,000	-9,000	115,000	-	(8,498.29)
ROD-10% AUTOMAT. FUND 161-11.3	19,762	0	19,500	19,762	14,986	21,000	1,500	20,000	(1,000)	237.85
CRIMINAL JUSTICE PARTNERSHIP	71,044	0	50,000	71,044	37,360	62,000	12,000	62,000	-	(9,043.50)
ELDER/HANDICAP. TRANSPORTATION	24,818	0	24,500	24,818	24,902	24,902	402	24,900	(2)	82.40
NC DOT-RURAL GENERAL PUBLIC	62,067	0	62,000	62,067	71,252	71,252	9,252	70,000	(1,252)	7,933.00
PESTISIDE CONTAINER GRANT	480	0	0	480	0	-	0	-	-	(480.00)
SOIL/WATER GRANT	28,987	0	28,900	28,987	10,786	28,900	0	28,900	-	(86.99)
ABC 5c BOTTLE TAX	16,472	0	16,000	16,472	11,230	16,800	800	16,500	(300)	28.10
ABC 7% EDUCATION/REHAB	10,174	0	0	10,174	3,359	10,000	10,000	10,000	-	(174.00)
ABC 1c BOTTLE TAX	818	0	500	818	607	915	415	850	(65)	32.40
JUVENILE CRIME PREVENTION COUN	152,389	0	160,000	152,389	114,255	152,340	-7,660	152,389	49	-
PUBLIC SCHL CAP FUND LOTTERY	450,000	0	450,000	450,000	0	450,000	0	450,000	-	-
CHILD HEALTH-XIX-MEDICAID	8,700	7,000	7,000	1,700	13,215	17,022	10,022	11,200	(5,822)	2,500.00
CARE COORDINATION FOR CHILDREN-XIX-MEDICAID	104,798	97,921	97,921	6,877	70,990	94,689	-3,232	94,556	(133)	(10,241.96)
IMMUNIZATION-MEDICAID	11,177	12,000	12,000	-823	38,390	43,325	31,325	41,612	(1,713)	30,435.18
MATERNAL HEALTH-XIX-MEDICAID	76,418	176,000	176,000	-99,582	176,174	212,009	36,009	168,584	(43,425)	92,165.87

ACCOUNT DESCRIPTION	2014-2015	2015-2016	2015-2016	2015 ACTUALS VS.	2015-2016		2016 REVISED BUDGET VS.	2016-2017	ESTIMATE VS.	14/15 Actual vs.
	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	2016 ORIGINAL BUDGET	YTD at 3-31-16	2015-2016 ESTIMATE	2016 ESTIMATE	RECOMMENDED	RECOMMENDED	Recommended
FAMILY PLANNING-XIX-MEDICAID	71,766	95,000	95,000	-23,234	130,128	142,784	47,784	120,235	(22,549)	48,469.35
GENERAL-XIX-MEDICAID	21,250	8,500	8,500	12,750		8,500	0	-	(8,500)	(21,250.00)
TB-MEDICAID		7,000	7,000	-7,000	8,577	8,577	1,577	10,000	1,423	10,000.00
ADULT HEALTH-MEDICAID	6,707	9,000	9,000	-2,293	8,428	10,622	1,622	9,000	(1,622)	2,292.93
STD-MEDICAID	13,875	13,500	13,500	375	24,163	28,360	14,860	26,605	(1,755)	12,729.58
PCM-MEDICAID	130,697	121,396	121,396	9,301	98,044	130,298	8,902	130,071	(227)	(625.93)
WIC-CLINIC SERVICES	235,534	211,749	211,749	23,785	165,154	211,749	0	211,749	-	(23,784.85)
WIC-NUTRITION EDUCATION	83,276	72,600	72,600	10,676	62,546	72,600	0	72,600	-	(10,676.00)
WIC-GENERAL ADMINISTRATION	10,517	6,050	6,050	4,467	6,050	6,050	0	6,050	-	(4,467.00)
WIC-BREAST FEEDING	25,889	26,556	24,060	-667	18,098	24,060	0	24,060	-	(1,829.31)
MEDICAID ESCROW		19,000	0	-19,000	0	-	0	-	-	-
FOOD STAMPS	539,693	682,166	682,166	-142,473	309,283	530,199	-151,967	676,782	146,583	137,089.40
DMA 2055 TRANSPORTATION-REIMB.	539,565	376,357	376,357	163,208	460,108	376,357	0	394,680	18,323	(144,885.48)
HEAD START	0	0	0	0	0	-	0	-	-	-
AT-RISK CASE MGT-MEDICAID	206,787	0	0	206,787	97,847	-	0	-	-	(206,786.72)
AGING - TITLE III	530,081	440,000	440,000	90,081	330,007	420,000	-20,000	420,000	-	(110,080.92)
FOSTER CARE CASEWORKER VISIT	16,621	12,495	12,495	4,126	12,495	12,495	0	19,892	7,397	3,271.45
TANF (ENERGY ASSISTANCE)	874,810	766,816	766,816	107,994	382,359	766,816	0	684,799	(82,017)	(190,011.24)
AFDC-AID FAM.DEP.CHILDREN	5,008	0	0	5,008	0	-	0	-	-	(5,007.70)
IV-D CHILD SUPPORT ENFORCEMENT	670,219	0	0	670,219	701,193	919,777	919,777	685,816	(233,961)	15,596.84
ENERGY ASSISTANCE	554,816	503,719	540,663	51,097	332,612	507,219	-33,444	472,340	(34,879)	(82,475.96)
CHILD CARE BLOCK GRANT	2,048,264	1,649,436	2,050,689	398,828	1,543,885	1,773,833	-276,856	2,011,627	237,794	(36,636.70)
CCDF ADMINISTRATION	80,593	80,000	80,000	593	61,418	80,000	0	91,000	11,000	10,406.95
FEDERAL ADOPTION INCENTIVE		0	0	0	0	-	0	-	-	-
PERMANENCY PLANNING	-468	12,329	12,329	-12,797	12,129	12,129	-200	12,599	470	13,067.22
IV-E	231,074	428,151	428,151	-197,077	228,637	342,955	-85,196	438,824	95,869	207,750.47
IV-E ADOPTION	7,352	0	0	7,352	2,904	-	0	-	-	(7,351.98)
SOCIAL SERVICES BLOCK GRANT	253,926	254,657	254,657	-731	128,823	254,657	0	254,863	206	937.14
AUDITORS' OTHER (DSS PAYMENTS)		0	0	0	0	-	0	-	-	-
LINKS-INDEPENDENT LIVING-FED	12,970	12,142	12,142	828	6,701	12,142	0	12,142	-	(828.27)
WORK FIRST JOB BOOST		0	0	0	0	-	0	-	-	-
NC HEALTH CHOICE	9,019	10,922	10,922	-1,903	4,755	8,151	-2,771	4,964	(3,187)	(4,055.26)
MEDICAL ASSISTANCE	1,263,137	1,574,197	1,574,197	-311,060	722,485	1,205,206	-368,991	1,357,487	152,281	94,350.00
DSS REVENUE FED.-TO DISTRIBUTE	-96,222	0	0	-96,222	25,995	25,995	25,995	-	(25,995)	96,221.59
EMERGENCY MANAGEMENT GRANT		0	40,000	0	0	-	-40,000	-	-	-
	11,107,971	11,240,051	11,834,714	-132,080	7,624,919	11,232,450	-602,264	11,180,285	(52,165)	72,313.87
FIRE INSPECTION FEE	1,425	1,357	1,357	68	1,800	2,300	943	2,300	-	875.00
RESCUE CHARGES	0	0	0	0	0	-	0	120,000	120,000	120,000.00
CONCEALED HANDGUN-GS 14-415.19	19,475	18,878	18,878	597	23,345	30,000	11,122	30,000	-	10,525.00
BUILDING INSPECTION FEES/LIC.	86,470	83,821	83,821	2,649	73,513	97,000	13,179	110,000	13,000	23,529.52
MARRIAGE LICENSE-GS 161-10 (a)	4,905	4,754	4,754	151	4,770	6,000	1,246	6,000	-	1,095.00
REGISTER OF DEEDS-MISC.	171,441	166,190	166,190	5,251	132,158	179,000	12,810	180,000	1,000	8,558.95
MANUFACTURED HOUSING PARK FEE	175	0	0	175	80	100	100	100	-	(75.00)
	283,892	275,000	275,000	8,892	235,666	314,400	39,400	448,400	134,000	164,508.47
ANIMAL CONTROL FEES	48,046	0	0	48,046	27,349	37,500	37,500	42,000	4,500	(6,046.00)
AD VALOREM TAX COLLECTION FEES	105,304	0	0	105,304	101,345	105,500	105,500	105,500	-	196.04
LAND RECORDS FEES	364	0	0	364	0	-	0	-	-	(364.00)
CANDIDATE FILING FEES	5	0	0	5	3,459	3,459	3,459	-	(3,459)	(5.00)

ACCOUNT DESCRIPTION	2014-2015	2015-2016	2015-2016	2015 ACTUALS VS.	2015-2016		2016 REVISED BUDGET VS.	2016-2017	ESTIMATE VS.	14/15 Actual vs.
	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	2016 ORIGINAL BUDGET	YTD at 3-31-16	2015-2016 ESTIMATE	2016 ESTIMATE	RECOMMENDED	RECOMMENDED	Recommended
ELECTION REIMBURSEMENT COSTS	989	0	0	989	0	17,000	17,000	-	(17,000)	(988.56)
SHERIFF FEES	56,570	0	0	56,570	52,177	69,000	69,000	69,000	-	12,430.32
ELECTRONIC HOUSE ARREST	7,900	0	0	7,900	0	-	0	-	-	(7,900.00)
IV-D DEPUTY TRAVEL	68,430	0	0	68,430	34,396	69,000	69,000	69,000	-	569.91
GUN STORAGE FEES	374	0	0	374	809	1,000	1,000	1,000	-	626.50
STATE PRISONERS REIMBURSEMENT	6,613	0	0	6,613	8,265	11,000	11,000	11,000	-	4,387.20
ENVIRONMENTAL HEALTH FEES	47,180	47,375	47,375	-195	34,045	47,375	0	44,450	(2,925)	(2,730.00)
EH SERVE SAFE FEES		0	1,161	0	1,395	1,395	234	4,650	3,255	4,650.00
VENDING AND PHONE CONCESSIONS	17,408	0	0	17,408	8,403	11,200	11,200	11,200	-	(6,207.77)
MATERNAL HEALTH FEES	3,731	3,000	3,000	731	6,566	8,000	5,000	7,500	(500)	3,768.96
TB FEES	8,672	8,500	8,500	172	5,872	8,600	100	8,600	-	(72.00)
ADULT HEALTH	4,986	7,000	7,000	-2,014	5,458	7,743	743	31,200	23,457	26,213.56
NUTRITION COUNSELING ADULT	0	0	0	0	0	-	0	500	500	500.00
NUTRITION COUNSELING MATERNITY	0	0	0	0	0	-	0	1,500	1,500	1,500.00
FAMILY PLANNING	18,986	19,000	19,000	-14	21,005	23,723	4,723	22,000	(1,723)	3,014.45
STD FEES	72	88	88	-16	18	88	0	88	-	15.69
IMMUNIZATION FEES	92,835	91,750	108,950	1,085	113,845	118,000	9,050	131,000	13,000	38,165.36
RABIES IMMUNIZATIONS	2,102	2,000	2,000	102	4,338	4,361	2,361	4,000	(361)	1,897.85
DISABILITY DETERMINATION REIM.	1,562	60	60	1,502	1,943	1,950	1,890	60	(1,890)	(1,502.15)
SOLID WASTE AVAILABILITY FEES	1,975,170	0	0	1,975,170	1,837,958	1,920,000	1,920,000	-	(1,920,000)	(1,975,170.39)
SOLID WASTE TIPPING FEES	768	0	0	768	636	850	850	-	(850)	(768.30)
RENT	230,704	0	40,000	230,704	302,338	366,285	326,285	269,946	(96,339)	39,242.26
MISCELLANEOUS INCOME	0	3,621,227	3,621,227	-3,621,227	345	350	-3,620,877	-	(350)	-
CABLE TV FRANCHISE FEES	133,723	0	0	133,723	65,805	126,800	126,800	129,500	2,700	(4,222.78)
EMS FRANCHISE FEES	0	0	0	0	1,200	1,200	1,200	-	(1,200)	-
DSS AGING PROGRAM INCOME	4,638	0	0	4,638	3,063	5,250	5,250	5,250	-	612.50
NC HEALTH CHOICE	11,260	0	0	11,260	9,650	12,500	12,500	11,000	(1,500)	(260.00)
	2,848,390	3,800,000	3,858,361	-951,610	2,651,682	2,979,129	-879,232	979,944	(1,999,185)	(1,868,446.35)
INVESTMENT EARNINGS	11,067	0	0	11,067	12,614	15,000	15,000	15,000	-	3,933.26
MISCELLANEOUS INCOME	0	15,000	15,000	-15,000	0	-	-15,000	-	-	-
	11,067	15,000	15,000	-3,933	12,614	15,000	0	15,000	-	3,933.26
ATTORNEYS FEES/TAX ADMINISTRAT	109,677	0	0	109,677	22,430	25,000	25,000	25,000	-	(84,676.53)
MISCELLANEOUS/TAX DEPT.	17,713	0	0	17,713	6,029	9,000	9,000	9,000	-	(8,713.00)
NSF-RETURNED CHECK FEE-TAX DEP	376	0	0	376	0	0	0	0	-	(376.48)
SHERIFF BENEVOLENT DONATIONS	3,070	0	0	3,070	3,410	3,500	3,500	3,500	-	430.00
MISC. DSS-FOOD STAMP REPAYMENT	10,530	0	0	10,530	8,336	9,878	9,878	9,878	-	(652.23)
MISC. DSS-BENEFIT REPAYMENTS	25,355	0	0	25,355	2,990	3,496	3,496	2,900	(596)	(22,454.98)
MISCELLANEOUS HEALTH GRANTS	25,492	9,350	533,550	16,142	30,470	30,470	-503,080	22,486	(7,984)	(3,005.66)
PUBLIC SAFETY GRANT	0	0	0	0	500,000	600,000	600,000	100,000	(500,000)	100,000.00
SALE OF ASSETS	26,064	0	0	26,064	29,705	33,300	33,300	25,000	(8,300)	(1,063.53)
DONATIONS AND CONTRIBUTIONS	10,050	0	0	10,050	375	375	375	-	(375)	(10,050.00)
INSURANCE PAYMENTS	7,054	0	21,784	7,054	26,331	26,331	4,547	-	(26,331)	(7,053.61)
HOSPITAL SHARE OF SERVICE	21,391	0	0	21,391	10,782	21,562	21,562	21,562	-	171.48
BC SCHOOL RESOURCE OFFICER	194,866	0	0	194,866	0	194,865	194,865	194,865	-	(0.80)
MISCELLANEOUS INCOME	3,247	65,650	238,025	-62,403	70,378	70,378	-167,647	2,000	(68,378)	(1,246.87)

ACCOUNT DESCRIPTION	2014-2015	2015-2016	2015-2016	2015 ACTUALS VS.	2015-2016		2016 REVISED BUDGET VS.	2016-2017	ESTIMATE VS.	14/15 Actual vs.
	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	2016 ORIGINAL BUDGET	YTD at 3-31-16	2015-2016 ESTIMATE	2016 ESTIMATE	RECOMMENDED	RECOMMENDED	Recommended
REDFUNDING PROCEEDS	0	0	0	0	120,954	120,954	120,954	-	(120,954)	-
TIDELAND LOAN REPAYMENT	40,000	0	0	40,000	0	-	0	-	-	(40,000.00)
WASH.TWNSHP.-RESCUE TAX-E02	146,519	0	0	146,519	137,672	150,000	150,000	157,000	7,000	10,481.14
PANTEGO TOWNSHIP-EMS TAX-E09	0	0	0	0	0	-	0	139,000	139,000	139,000.00
BELHAVEN CONTRIBUTION - EMS CONTRACT	0	0	0	0	0	-	0	62,000	62,000	62,000.00
BATH COMMUNITY EMS TAX	0	0	0	0	0	-	0	383,384	383,384	383,384.00
TOWN OF BATH EMS CONTRIBUTION	0	0	0	0	0	-	0	30,000	30,000	30,000.00
	641,402	75,000	793,359	566,402	969,860	1,299,109	505,750	1,187,575	(111,534)	546,172.93
TRANSFER FROM ADM. BLDG.	3,498	0	0	3,498	0	-	0	-	-	(3,497.84)
TRANSFER FROM FUND 43	122,066	0	0	122,066	0	-	0	-	-	(122,066.00)
TRANSFER FROM SEIZED FUNDS	5,000	0	0	5,000	0	-	0	-	-	(5,000.00)
TRANSFER FROM ECONOMIC DEV FUND	0	0	0	0	0	-	0	60,000	60,000	60,000.00
APPROPRIATED FUND BALANCE	0	1,077,865	2,606,139	-1,077,865	0	2,606,139	0	919,975	(1,686,164)	919,975.00
	130,564	1,077,865	2,606,139	-947,301	0	2,606,139	0	979,975	(1,626,164)	849,411.16
Total	56,793,999	57,703,622	60,603,279	-909,623	46,125,217	57,940,060	-2,663,219	56,320,001	(1,620,059)	(473,998.55)
Total Without Fund Balance Appropriated	56,793,999	56,625,757	57,997,140	168,242	46,125,217	55,333,921	(2,663,219)	55,400,026	66,105	(1,393,974)

General Fund Revenues &
Expenditures - Fiscal Years Ended
2007-2015



*Does not include "Other Financing Sources & Uses".

Fiscal Year	Revenues	Expenditures
FY 2007	\$ 48,568,650	\$ 47,926,967
FY 2008	50,977,444	51,235,602
FY 2009	50,643,454	52,407,118
FY 2010	49,043,265	50,542,663
FY 2011	51,950,039	56,178,347
FY 2012	54,376,049	50,593,621
FY 2013	53,939,840	53,027,057
FY 2014	56,165,573	51,668,827
FY 2015	56,663,442	53,891,949