

**Board of Commissioners  
Meeting  
April 5, 2021**



WASHINGTON COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING

APRIL 5, 2021

**COMMISSIONERS' CONFERENCE ROOM & LIVESTREAM  
ON FACEBOOK VIA ZOOM  
116 ADAMS STREET, PLYMOUTH, NC**

- |         |         |  |
|---------|---------|--|
|         | 6:00 PM | Call to Order—Chair Sexton   |
|         | 6:01 PM | Invocation / Pledge<br>Additions / Deletions   |
| Item 1  | 6:10 PM | Consent Agenda<br>a) Approval of Minutes<br>b) Tax Refunds & Releases and Insolvent Accounts<br>c) Proclamation: “North Carolina Safe 811 Safe Digging Month”<br>d) Washington County Schools—DPI Facility Needs Survey  |
| Item 2  | 6:15 PM | Public Forum (3-minute limit per speaker)  |
| Item 3  | 6:20 PM | Public Hearing: Bay Brother’s Seafood, Mr. Curtis Potter, CM/CA  |
| Item 4  | 6:30 PM | Public Hearings in Accordance with 160-D, Washington County Planning Board,<br>Mr. David Clifton, Chair and Mr. Allen Pittman, Planning & Inspections Director<br>➤ Subdivision Ordinance<br>➤ Unsafe Buildings--Condemnation Ordinance<br>➤ Flood Damage Prevention Ordinance |
| Item 5  | 6:45 PM | Update from Republic Services, Mr. Chris Wilson, Operations Manager  |
| Item 6  | 7:00 PM | Update from Trillium, Mr. Dave Peterson, Senior Regional Director  |
| Item 7  | 7:20 PM | COVID-19 and Vaccine Update, Mr. Wes Gray, MTW Health Dept. Director   |
| Item 8  | 7:35 PM | Department Information Update: Tax Office, Ms. Sherri Wilkins, Tax<br>Administrator  |
| Item 9  | 7:45 PM | Real Property Surplus, Mr. Curtis Potter, CM/CA  |
| Item 10 | 7:55 PM | AQUA Discussion, Ms. Sharon V. Becker, President and Mr. Ruffin Poole,<br>Director   |

- |         |         |   |
|---------|---------|---|
| Item 11 | 8:15 PM | Landfill Bid Consideration & Award, Mr. Curtis Potter, CM/CA  |
| Item 12 | 8:30 PM | Finance Officer's Report, Budget Amendments/Budget Transfers, Ms. Missy Dixon, Finance Officer  |
| Item 13 | 8:40 PM | Other Items by Chair, Commissioners, CM/CA, Finance Officer or Clerk  |
| Item 14 | 8:50 PM | Closed Session has been scheduled according to NCGS§143-318.11(a)(3) (attorney-client privilege); NCGS §143-318.11(a)(4) to discuss the location or expansion of industries or other businesses in the area, et. Seq. |

Adjourn/Recess

**WASHINGTON COUNTY BOARD OF COMMISSIONERS**  
**AGENDA STATEMENT**

**ITEM NO: 1**

**DATE: April 5, 2021**

**ITEM: Consent Agenda**

**SUMMARY EXPLANATION:**

- a) Approval of Minutes for March 1, 2021  
See attached.
- b) Tax Refunds & Releases and Insolvent Accounts  
See attached.
- c) Proclamation: “North Carolina Safe 811 Digging Month”  
See attached.
- d) Washington County Schools—DPI Facility Needs Survey  
Dr. Carr dropped this by for the Board to review and it needs the Chair’s signature.  
See attached.

March 1, 2021

The Washington County Board of Commissioners met in a regular meeting on Monday, March 1, 2021 at 6:00 PM by using ZOOM—virtual meeting software (due to the COVID-19 pandemic) for Facebook Live Streaming and in person in the Commissioners’ Room, 116 Adams Street, Plymouth, NC. Commissioners Tracey Johnson, Ann Keyes, Carol Phelps, Bill Sexton and Julius Walker, Jr. were present. Also present were County Manager/County Attorney Curtis Potter, Clerk to the Board Julie J. Bennett and Finance Officer Missy Dixon.

Chair Sexton called the meeting to order. Commissioner Phelps gave the invocation; County Manager Potter led the Pledge of Allegiance.

ADDITIONS/DELETIONS: NONE

CONSENT AGENDA: **Commissioner Johnson made a motion to approve the Consent Agenda:**

*Items listed under Consent are generally of a routine nature. The Board may take action to approve/disapprove all items in a single vote. Any item may be withheld from a general action, to be discussed and voted upon separately at the discretion of the Board.*

- a) Approval of Minutes
- b) Tax Refunds & Releases and Insolvent Accounts
- c) Proclamation: Proclaiming March 2021 as the 19<sup>th</sup> Annual March for Meals Month
- d) Fund Balance Policy

**Commissioner Phelps seconded. Chair Sexton proceeded with the roll call: Commissioner Walker, yea; Commissioner Phelps, yea; Commissioner Johnson, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.**

PUBLIC FORUM: None.

EMPLOYEE OF THE QUARTER: Chair Sexton recognized Tina Dunlow, Deputy Finance Officer as the Employee of the Quarter.

PUBLIC HEARINGS IN ACCORDANCE WITH 160-D: Washington County Planning Board Director, Mr. David Clifton, Chair and Mr. Allen Pittman, Planning & Inspection Director spoke about bringing documentation up to code by following the new NCGS 160-D.

Commissioner Phelps made a motion to open the public hearing on the Flood Ordinance. **Commissioner Keyes seconded. Chair Sexton proceeded with the roll call: Commissioner Walker, yea; Commissioner Phelps, yea; Commissioner Johnson, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.**

Mr. Allen Pittman, Planning & Safety Director spoke with the Commissioners regarding 160-D as a combination of 160-A and 153-A. Commissioner Keyes said she went through the ordinances and they look good to her and were done well.

Chair Sexton had a couple of questions at the very end of the Subdivision ordinance. Why is there information about playgrounds in subdivisions? Sounds like anyone can go in there to participate in recreation. Chair Sexton said the Planning Board should look more clearly at that portion.

Chair Sexton said he also has a problem with the section regarding giving kid's lots in the Subdivision ordinance. Chair Sexton said in order to abide by the Subdivision ordinance he would like it changed to say that you can give more than one kid a lot. Chair Sexton said he has 3 daughters and would like to give them each a lot. Mr. Pittman said if the County starts exempting families, where will we stop. Chair Sexton said with the children or grandchildren. Mr. Pittman said that if the County starts dividing property it might be able to fall under land use. Mr. Potter noted that that's two different laws.

Commissioner Keyes asked if the Commissioners are just looking at farms or all property. Chair Sexton said mainly farms. Commissioner Keyes said they would have to look at it for everyone.

Mr. David Clifton, Planning Board Chair said even breaking off one piece of land affects Emergency Management and Services and Water, etc.

Chair Sexton said he would like for the Planning Board to look at this ordinance to see if it could be reworded to cover generations.

Mr. Pittman said the Planning Board can make changes and bring this one back with the other ordinances next month.

Mr. Pittman wanted to know if the Commissioners had looked over the bond references. Chair Sexton said he would like the county attorney to look at it. Mr. Potter said he did look at it today didn't see any issues.

Mr. Pittman said that he can bring back changes with the other documents the Planning Board is working on including the Zoning ordinance. Mr. Clifton said that Mr. Pittman and Ms. Connie Barnes have been working hard on this. It is a large undertaking.

Commissioner Keyes and Chair Sexton said they appreciate all the work the Planning Board and the office staff are putting in on these updates.

Commissioner Johnson made a motion to close the public hearing on the Ordinances. **Commissioner Phelps seconded. Chair Sexton proceeded with the roll call: Commissioner Walker, yea; Commissioner Phelps, yea; Commissioner Johnson, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.**

DEPARTMENT INFORMATION UPDATE—RECREATION: Mr. Randy Fulford, Director of Recreation, gave the following presentation.



## WASHINGTON COUNTY RECREATION

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It's a saying little become much when you put it in the Lord's hands. We didn't have any recreation but look where we've come. Almost to the mountain top.

It's also been said it's take a village to raise a child, I know it takes a community to have recreation.

"Thank God and You" for helping keeping our children out of the streets and jails.

**Randy Fulford**  
Director



## Recreational Activities

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- Basketball
- Football
  - Flag
  - Tackle
- Softball
- Baseball
- Tee-Ball
- Cal-Ripken
- Babe Ruth
- Volleyball
- Karate
- Line Dancing
- Cheerleading
- Wrestling
- Walking
- Special Olympics
- Gymnastics
- Tennis

## Educational Activities

- Train Officials For NCHSAA and Coaches for National Youth Sports Coaches Association Certification :
  - Basketball
  - Football
    - Flag
    - Tackle
  - Softball
  - Baseball
  - Volleyball
  - Wrestling
  - Karate
  - Gymnastics
  - Soccer

## Recreation Facilities/Parks Old



- Washington Street Recreation Center – is where our office is located and most of the activities take place. All sports, walking, classes, and Special Olympics.



# Recreation Facilities/Parks 2020 New



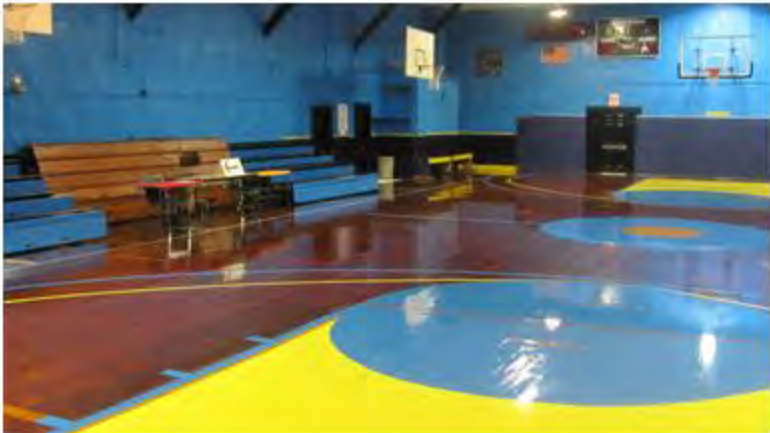
# Recreation Facilities/Parks 2020 New



# Inside Washington Street Gym old



# Inside Washington St Gym 2020 New



# Inside Washington St Gym 2020 New



# Washington Co. Recreation is COVID-19 Ready



# Washington Street Playground old



# Washington Street Playground New



# Washington Street Football Field



# Adam Street Baseball/Football/Softball Field



## Wilson Street Park



## Roper Elementary Gym



- Activities in this Facility are Karate, Line Dancing, Volleyball and Basketball

# Pea Ridge Recreational Park



- Activities: Softball, Baseball, and Tennis Court.

# Pea Ridge Recreational Park 2020



## Pea Ridge Recreational Park 2020



## Creswell Recreation Veteran Park



- Activities are: Baseball, Softball, Football and Soccer.



# Creswell Recreation Veteran Park 2020



# Creswell Recreation Veteran Park 2020



# Creswell Basketball/T- Ball Champions Athletes Achievements



# Creswell All-Stars 3 Place in the Dist.



# Creswell Tigers Runner up Eastern Regional



# Recreation First Place Coach/ NCHSAA Referee and NYSCA Coaches Certification



NBA Gene Banks played with the Bulls and  
Spurs/John Harrell played with Duke in NCAA  
Final four Championship They Hosted  
Washington Co Recreation Basketball Camp



Washington Co Recreation Charles Bowser  
Football Camp with Miami Dolphins  
Cheerleaders



# Washington Co Recreation Charles Bowser Football Camp with Miami Dolphins and Cheerleader Activities



## WASHINGTON COUNTY RECREATION Athletes Achievements Angelo Sharpless-Globetrotters, Kayla Jones- NC State, Rodney Purvis-UConn, Malik Webb-Massachusetts and so many others



# State Games Champions Girls/Boys 2007/08



# Regional/State Basketball Titles



# State/EAC/Super Bowl Titles



5-7 \*\* 7-8\*\*9-10\*\*11-12  
Super Bowl Titles



Gymnastics/Karate/Swimming





## Activities and Awards at Washington Street Gym



## Washington County Recreation Future Plans



- First Phase
- Gym with two Recreation Courts that can also be used for High School
- Second Phase
- Baseball/Softball/Tennis Court Fields Lighted Fields Irrigation Fencing

## Washington County Recreation FUTURE CENTER



## WASHINGTON COUNTY RECREATION

### QUESTIONS

Chair Sexton said for Mr. Fulford to keep up the good work.

COVID-19 AND VACCINE UPDATE: Mr. Wes Gray, MTW Health Department Director gave an update on COVID-19 and the vaccines.

MARCH 1, 2021

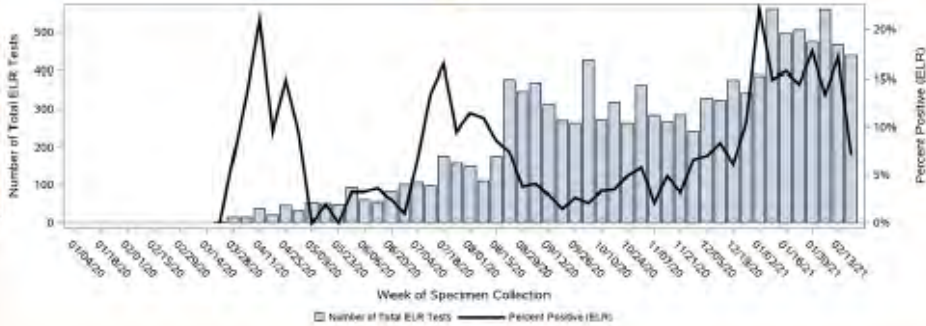
# Washington County COVID-19 Update

North Carolina		United States		Global	
<b>Total Cases</b>	<b>858,548</b>	<b>Total Cases</b>	<b>29,266,180</b>	<b>Total Cases</b>	<b>114,865,202</b>
<b>Deaths</b>	<b>11,212</b>	<b>Deaths</b>	<b>525,947</b>	<b>Deaths</b>	<b>2,546,611</b>
<b>Recovered</b>	<b>819,839</b>	<b>Recovered</b>	<b>19,695,674</b>	<b>Recovered</b>	<b>90,497,227</b>

**NC Case Distribution**



**# Tested and % Positive Rate in Washington County (per week)**



**County Numbers**

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1004 TOTAL CASES  
 890 RECOVERIES  
 83 ACTIVE CASES  
 .....  
 31 DEATHS  
 3 HOSPITALIZED  
 .....  
 8 NEW CASES SINCE  
 FRIDAY, 2/28  
 (AVG. OF 3 PER DAY)  
 .....

**1700 DOSES  
ARRIVING THIS  
WEEK**

**6,560**  
TOTAL NUMBER OF VACCINATIONS  
GIVEN BY MTW DISTRICT HEALTH

**20.8%**  
PERCENT OF MTW DISTRICT HEALTH  
POPULATION 18 AND OLDER THAT HAVE  
RECEIVED 1ST DOSE

**16.9%**  
PERCENT OF NORTH CAROLINA  
POPULATION 18 AND OLDER THAT HAVE  
RECEIVED 1ST DOSE

**MTW DISTRICT HEALTH**

**VACCINATION UPDATE**

Total Tests Completed in NC – As of 3/1: 10,213,861 (5.4% positive) *Slight Increase*

Percent of NC Population Tested – 97.3%

Diagnostic tests – As of 2/24: Tyrrell (2,565 or 63.9% of the population), Washington (12,357 or 106.7% of the population), Martin (21,353 tests or 95.2% of the population)

% Positive from Feb. 7- Feb. 20: Martin (5.9%), Tyrrell (5.3%), Washington (12.3%).

Population Source: United States Census Bureau - County Quickfacts, July 1, 2019 Population Estimates

Ongoing Outbreaks - 2/26 (these are total case counts since the start of the facility outbreak, not active case counts)

Facility Type	County	Facility	Staff		Residents / Students		Total	
			Cases	Deaths	Cases	Deaths	Cases	Deaths
Nursing Home	Washington	Roanoke Landing Nursing and Rehabilitation Center	41	0	66	6	107	6
Residential Care Facility	Washington	Cypress Manor	6	0	24	0	30	0
Correctional Facility	Washington	Washington County Jail	6	0	6	0	12	0

Vaccination Dashboard (Feb. 28: NC is currently 27<sup>th</sup> in the US for % of population vaccinated)

Location	Doses Distributed / Shots Given	% Used	% of population with 1 <sup>st</sup> Dose/2 <sup>nd</sup> dose
US	96,402,490 / 75,236,003	78%	15% / 7.5%
NC	2,985,475 / 2,467,755	83%	15% / 8.2%

County Residents (all sources including hospitals and health departments. As of 2/28, MTW has administered (or transferred to District congregate living homes) 6,560 doses of vaccine)

Martin		Tyrrell		Washington	
1 <sup>st</sup> Dose	2 <sup>nd</sup> Dose	1 <sup>st</sup> Dose	2 <sup>nd</sup> Dose	1 <sup>st</sup> Dose	2 <sup>nd</sup> Dose
3,593	1,948	652	407	2,079	1,110
Population = 22,440		Population = 4,016		Population = 11,582	
% 1 <sup>st</sup> Dose	% 2 <sup>nd</sup> Dose	% 1 <sup>st</sup> Dose	% 2 <sup>nd</sup> Dose	% 1 <sup>st</sup> Dose	% 2 <sup>nd</sup> Dose
16.01%	8.68%	16.24%	10.13%	17.95%	9.59%

## Vaccine availability

Next 2-3 weeks should see a marked increase in availability in the region

- MTW will continue to receive at least 700 doses for the next 2 weeks
  - 400 doses in Martin County
  - 200 doses in Washington County
  - 100 doses in Tyrrell County
- MTW / Martin General Hospital are hosting a clinic in Martin County on Saturday, March 6th with 1,300 1<sup>st</sup> doses
- Other local clinics are also receiving doses each week:
  - Washington Regional Medical Center – 100 doses
  - Martin General Hospital – 100 doses
  - Creswell Primary Care – 100 doses
  - Metropolitan (Agape) – 200 doses (covering Beaufort and Martin)
  - Walgreens
- Johnson and Johnson Janssen vaccine (to be used by March 14)
  - 100 doses to Tyrrell County Health Department this Thursday
  - 100 doses to Washington County Health Department this Thursday
  - 12,000 doses to Vidant Medical Center / Pitt County Health Department

22.4%

of Washington County residents 18 and over have had at least 1 dose of vaccine

11.9%

of Washington County residents 18 and over have had 2 doses of vaccine



Chair Sexton mentioned he's been hearing that some folks getting the 2<sup>nd</sup> shot are complaining about the side effects. Mr. Gray said it's because the body is ready to fight after they've had the first shot and it attacks it but lasts less than 24 hours.

Commissioner Keyes mentioned that Walgreen's is now getting vaccines. Commissioner Keyes said she has worked some of the clinics and has heard nothing but good things about how the vaccine is being distributed.

Mr. Potter said notices are coming out about where vaccine events are being held but has asked Mr. Gray to consolidate the lists and get them out.

FINANCE OFFICER'S REPORT: Ms. Dixon said the budget transfers and budget amendments were in the Commissioners' package.

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners  
**From:** Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
**Date:** January 29, 2021  
**RE:** Water Operations

**BT #:** 2021 - 066

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
35-7130-540	Water - Capital Outlay-Vehicle	30,000.00	(5,000.00)	25,000.00
35-7130-550	Water - Capital Outlay-Equipment	15,750.00	(5,000.00)	10,750.00
35-7130-350	Water - Maintenance & Repair - Equipment	17,000.00	10,000.00	27,000.00
<b>Water Operations</b>				
		<b>Balanced:</b>		
		62,750.00	-	62,750.00

**Justification:**

*To transfer monies within the Water Operation budget to cover the costs to remove and install two new pumps and motors on highway 45. One pump has gone completely out and the other is making noises and they believe it is about to go out. These pumps cannot be repaired as they do not make the pumps or the parts any longer. These need to be replaced to ensure there is adequate water supply to the Morrattock Road Water Tower.*

Budget Officer's Initials CSP

Approval Date: 1/29/21

Initials:	<u>MP</u>
Batch #:	<u>2021-066</u>
Date:	<u>1/29/2021</u>

Washington County Manager's Office

**RECEIVED**

Washington County Manager's Office

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners  
**From:** Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
**Date:** February 11, 2021  
**RE:** Communications

BT #: 2021 - 067

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-5911-210	Communications - Uniforms	2,500.00	(640.00)	1,860.00
10-5911-414	Communications - Maintenance & Repair-Equipment	2,000.00	640.00	2,640.00
<b>Communications</b>				
		<b>Balanced:</b>		
		4,500.00	-	4,500.00

**Justification:**

*To transfer monies within Communications to cover the cost to install two receptacles required for the new ESnet Equipment. Darlene has confirmed with the 911 Board that we will need to pay this out of our General Fund, we will then bill the 911 Board and they will write us a check for reimbursement.*

Budget Officer's Initials CBP

Approval Date: 2/11/21

Initials: MD  
 Batch #: 2021-067  
 Date: 2/12/2021



Washington County Manager's Office

Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2021 - 069

From: Curtis Potter, County Manager  
Missy Dixon, Finance Officer

Date: February 15, 2021

RE: Facility Services/Tax Admin

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-4265-140	Facility Services - Workmans Comp	14,387.00	(7,307.00)	7,080.00
10-4140-140	Tax Admin - Workmans Comp	3,188.00	7,307.00	10,495.00
<b>Facility Services/Tax Admin</b>				
<b>Balanced:</b>		<b>17,575.00</b>	<b>-</b>	<b>17,575.00</b>

**Justification:**

*To transfer monies from to Facility Services Workmans Comp line to the Tax Admin Workmans Comp line to cover an increase in costs as a result of the audit for FYE 6/30/2020. The County was informed that it would have to cover the contractors who did not present a WC certificate of insurance because they were not legally required by law to carry it. After discussion with the auditor, we were told we could have them sign a form verifying that they did not have to carry the insurance by law - we now have a form in place that will be used so that we do not have to pick up that cost.*

Budget Officer's Initials CP

Approval Date: 2/16/21

Initials:	<u>CP</u>
Batch #:	<u>2021-069</u>
Date:	<u>2/17/2021</u>



Washington County Manager's



Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2021 - 068

From: Curtis Potter, County Manager  
Missy Dixon, Finance Officer

Date: February 12, 2021

RE: SS Admin

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-5310-310	SS Admin - Travel	11,500.00	(3,000.00)	8,500.00
10-5310-315	SS Admin - Training	14,000.00	(3,500.00)	10,500.00
10-5310-260	SS Admin - Departmental Supplies	45,000.00	4,500.00	49,500.00
10-5310-610	SS Admin - Vendor Fees	6,000.00	2,000.00	8,000.00
<b>SS Admin</b>				
		<b>Balanced:</b>		
		76,500.00	-	76,500.00

**Justification:**

*To transfer monies within DSS from travel and training to vendor fees due to an unanticipated increase in fees for the cost of The Work Number employment verifications used by the agency to provide verification resources in determining eligibility for services to the public and to departmental supplies due to the continued need to purchase additional supplies of masks, electronic supplies (headsets, etc.), cleaning supplies and gloves due to COVID. All lines are reimbursable at the same rate therefore this transfer does not affect revenues.*

Budget Officer's Initials CPD

Approval Date: 2/15/21

Initials:	<u>MD</u>
Batch #:	<u>2021-068</u>
Date:	<u>2/15/2021</u>



Washington County Managers Office

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners  
**From:** Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
**Date:** February 17, 2021  
**RE:** Airport Operations

**BT #: 2021 - 070**

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
39-4530-350	Airport Operations - Maintenance & Repair-Building	5,000.00	(500.00)	4,500.00
39-4530-352	Airport Operations - Maintenance & Repair-Fuelmaster	600.00	(50.00)	550.00
39-4530-200	Airport Operations - Departmental Supplies	200.00	545.00	745.00
39-4530-331	Airport Operations - Postage	50.00	5.00	55.00
<b>Airport Operations</b>				
		<b>Balanced:</b>		
		5,850.00	-	5,850.00

**Justification:**

*To transfer monies within the Airport Operations Budget to cover the cost to purchase a sofa due to the shape of the one currently out at that location and to cover the purchase of postage stamps.*

Budget Officer's Initials CPD

Approval Date: 2/17/21

Initials:	<u>CPD</u>
Batch #:	<u>2021-070</u>
Date:	<u>2/17/2021</u>



Washington County Manager's Office

Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners  
  
From: Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
  
Date: February 17, 2021  
  
RE: Sheriff

BT #: 2021 - 071

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-4310-030	Sheriff - Salaries & Wages - Part-Time	8,000.00	(6,000.00)	2,000.00
10-4310-260	Sheriff - Departmental Supplies	35,000.00	3,000.00	38,000.00
10-4310-355	Sheriff - Maintenance-Vehicles	29,500.00	3,000.00	32,500.00
<b>Sheriff</b>				
<b>Balanced:</b>		72,500.00	-	72,500.00

**Justification:**

*To transfer monies within the Sheriff's Office budget to cover costs to purchase folders for an increase in concealed weapons permits and for ammo that was ordered last March but has just arrived. To also cover the coverage in the vehicle maintenance line due to increased maintenance expense and accidents.*

Budget Officer's Initials MSD

Approval Date: 2/17/21

Initials:	<u>MSD</u>
Batch #:	<u>2021-071</u>
Date:	<u>2/18/2021</u>



Washington County Manager's Office

Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners  
  
From: Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
  
Date: February 17, 2021  
  
RE: Sheriff

BT #: 2021 - 071

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-4310-030	Sheriff - Salaries & Wages - Part-Time	8,000.00	(6,000.00)	2,000.00
10-4310-260	Sheriff - Departmental Supplies	35,000.00	3,000.00	38,000.00
10-4310-355	Sheriff - Maintenance-Vehicles	29,500.00	3,000.00	32,500.00
<b>Sheriff</b>				
<b>Balanced:</b>		<b>72,500.00</b>	<b>-</b>	<b>72,500.00</b>

**Justification:**

*To transfer monies within the Sheriff's Office budget to cover costs to purchase folders for an increase in concealed weapons permits and for ammo that was ordered last March but has just arrived. To also cover the coverage in the vehicle maintenance line due to increased maintenance expense and accidents.*

Budget Officer's Initials CPD

Approval Date: 2/17/21

Initials:	<u>CPD</u>
Batch #:	<u>2021-071</u>
Date:	<u>2/18/2021</u>



Washington County Manager's Office

Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners

BA #: 2021 - 073

From: Curtis Potter, County Manager  
 Missy Dixon, Finance Officer

Date: March 1, 2021

RE: Facilities/Sheriff/SS Admin/SS Economic Support/Education Lottery

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-3353-000	Insurance Proceeds	(28,468.00)	(2,939.00)	(31,407.00)
10-4265-256	Facility Services-Insurance Claims	14,031.00	2,939.00	16,970.00
<b>Facility Services/Sheriff</b>				
10-3540-020	Gun Permits Discretionary-County Portion	(6,085.00)	(385.00)	(6,470.00)
10-4310-611	Gun Permits Discretionary-County Portion	23,685.00	385.00	24,070.00
10-3540-030	Gun Permits-State Portion	(7,550.00)	(460.00)	(8,010.00)
10-4310-612	Gun Permits-State Portion	8,275.00	460.00	8,735.00
10-3540-040	Finger Printing	(1,650.00)	(80.00)	(1,730.00)
10-4310-613	Finger Printing	1,705.00	80.00	1,785.00
10-3541-010	Sheriff-Donations	(3,205.00)	(150.00)	(3,355.00)
10-4310-650	Sheriff-Donations	5,980.00	150.00	6,130.00
<b>Sheriff</b>				
10-3500-080	DSS-Community Donations-Medical	-	(30.00)	(30.00)
10-5380-375	DSS-Community Donations-Medical	1,401.00	30.00	1,431.00
10-3500-081	DSS Community Donations-Christmas	(975.00)	(530.00)	(1,505.00)
10-5310-258	DSS Community Donations-Christmas	2,643.00	530.00	3,173.00
<b>SS Admin/SS Economic Support</b>				
10-3900-000	NC Education Lottery	-	(87,407.00)	(87,407.00)
10-5912-508	Education-Cap Out-Lottery-All Schools	-	87,407.00	87,407.00
<b>Education Lottery</b>				
<b>Balanced:</b>		<b>9,787.00</b>	<b>-</b>	<b>9,787.00</b>

**Justification:**

*To budget for insurance claim monies received to repair a Sheriff's vehicle that was damaged when someone pulled out in front of them. To budget for additional revenues collected for gun permits, finger printing and donations in the Sheriff's Office. To budget for additional revenues received for Medical and Christmas Donations received at DSS. To budget for Education Lottery monies requested by the School System and approved by the Board of Commissioners for Boiler Replacement at the High School.*

Approval Date: \_\_\_\_\_

Bd. Clerk's Init: \_\_\_\_\_

Initials:	<input type="text"/>
Batch #:	<input type="text"/>
Date:	<input type="text"/>

Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners

BA #: 2021 - 074

From: Curtis Potter, County Manager  
Missy Dixon, Finance Officer

Date: March 1, 2021

RE: Register of Deeds

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-4180-315	Register of Deeds-Training	3,600.00	(2,500.00)	1,100.00
10-4180-030	Register of Deeds-Salaries & Wages-Part Time	8,000.00	2,500.00	10,500.00
<b>Register of Deeds</b>				
		<b>Balanced:</b>		
		<b>11,600.00</b>	<b>-</b>	<b>11,600.00</b>

**Justification:**

*To transfer monies within the Register of Deeds Budget to cover the additional monies needed for the part-time employee. This monies is needed due to the Director being out for leave, meetings, etc. There has also been a marked increase in recording and vital records requests during the pandemic.*

Approval Date: \_\_\_\_\_

Bd. Clerk's Init: \_\_\_\_\_

Initials:	
Batch #:	
Date:	

Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners

BA #: 2021 - 075

From: Curtis Potter, County Manager  
Missy Dixon, Finance Officer

Date: March 1, 2021

RE: Board of Elections

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-3352-004	2020 HAVA Funds-NC CFDA# 90-404	-	(34,574.00)	(34,574.00)
10-4170-700	2020 HAVA Funds-NC CFDA# 90-404	-	34,574.00	34,574.00
<b>Board of Elections</b>				
<b>Balanced:</b>		-	-	-

**Justification:**

*To budget for 2020 HAVA Grant funds that will be allocated based on percentage of voter registration within Department of Commerce Tier as of 1/9/2021. The county is currently looking to use these monies to help with the purchase of new voter equipment.*

Approval Date: \_\_\_\_\_

Bd. Clerk's Init: \_\_\_\_\_

Initials:	
Batch #:	
Date:	

Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners

BA #: 2021 - 076

From: Curtis Potter, County Manager  
Missy Dixon, Finance Officer

Date: March 1, 2021

RE: TTA

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
63-3270-000	Motel Occupancy Tax	(115,000.00)	(12,000.00)	(127,000.00)
63-4960-100	Billboard Advertisements	15,000.00	12,000.00	27,000.00
TTA				
<b>Balanced:</b>		<b>(100,000.00)</b>	<b>-</b>	<b>(100,000.00)</b>

**Justification:**

*To book additional anticipated revenues for Motel Occupancy Tax and to budget those additional funds to be expended from the Billboard Advertisements line to help promote the Creswell area. The TTA Board approved this amendment at their 2/19/2021 meeting.*

Approval Date: \_\_\_\_\_

Bd. Clerk's Init: \_\_\_\_\_

Initials:	_____
Batch #:	_____
Date:	_____



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Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners  
**From:** Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
**Date:** February 24, 2021  
**RE:** SS Admin

**BT #: 2021 - 077**

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-5310-310	SS Admin - Travel	8,500.00	(2,000.00)	6,500.00
10-5310-315	SS Admin - Training	10,500.00	(3,460.00)	7,040.00
10-5310-180	SS Admin - Legal-Protective Services	30,000.00	5,460.00	35,460.00
<b>SS Admin</b>				
<b>Balanced:</b>		<b>49,000.00</b>	<b>-</b>	<b>49,000.00</b>

**Justification:**

*This budget transfer is result of the need to increase our contract with Jason Williams. Our child protective service caseloads have grown thus increasing the demand for legal services beyond our budgeted expectations. We will be increasing Mr. Williams contract by \$7,960 after making this transfer and reducing the Pritchett & Burch Contract by \$2,500. This transfer is not budget impactive as all lines are reimbursable at the same rate.*

**Budget Officer's Initials** 

**Approval Date:** 2/24/2021

**Initials:**   
**Batch #:** 2021-017  
**Date:** 2/24/2021

Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners

BA #: 2021 - 078

From: Curtis Potter, County Manager  
Missy Dixon, Finance Officer

Date: March 1, 2021

RE: SS Economic Support

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-3490-000	DSS-Administration Reimbursement	(2,410,215.00)	(85,000.00)	(2,495,215.00)
10-5380-030	SS Economic Support-Crisis Intervention	81,581.00	15,000.00	96,581.00
10-5380-406	SS Economic Support-LIEAP Payments	139,723.00	70,000.00	209,723.00
<b>SS Economic Support</b>				
		<b>Balanced:</b>	<b>(2,188,911.00)</b>	<b>(2,188,911.00)</b>

**Justification:**

*This budget amendment is to increase revenue and expenses for the Crisis Intervention Program and the Low Income Energy Assistance Program. The state has awarded Washington County additional monies to help meet the needs of individuals who qualify for these programs. These expenses are reimbursable at 100%.*

Approval Date: \_\_\_\_\_  
Bd. Clerk's Init: \_\_\_\_\_

Initials:
Batch #:
Date:

Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners

BA #: 2021 - 079

From: Curtis Potter, County Manager  
Missy Dixon, Finance Officer

Date: March 1, 2021

RE: Facility Services

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-3990-000	Appropriated Fund Balance-GF	(530,953.99)	(33,200.00)	(564,153.99)
10-4265-540	Facility Services-Capital Outlay-Equipment	20,000.00	33,200.00	53,200.00
<b>Facility Services</b>				
<b>Balanced:</b>		<b>(510,953.99)</b>	<b>-</b>	<b>(510,953.99)</b>

**Justification:**

*This budget amendment is to allocate GF Fund Balance to Facility Services to cover the costs associated with preparing the upstairs Strader Building for the movement of Emergency Management, Inspections & Planning and EMS. This is an estimated cost that we are putting in Capital Outlay Equipent as a place holder until we have all quotes together. Once quotes are finalized, we will make a transfer of these funds to the appropriate lines in the facility services budget with the approval of the County Manager as some expenses may not be of capital nature.*

Approval Date: \_\_\_\_\_

Bd. Clerk's Init: \_\_\_\_\_

Initials:
Batch #:
Date:

Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners  
From: Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
Date: March 1, 2021  
RE: Communication/E911

BA #: 2021 - 080

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-3990-000	Appropriated Fund Balance-GF	(564,153.99)	(131,502.00)	(695,655.99)
10-5911-540	Communications-Capital Outlay Equip-Primary PSAP	-	131,502.00	131,502.00
69-3990-000	Appropriated Fund Balance-E911	(190,564.00)	(8,500.00)	(199,064.00)
69-9100-550	E911-Capital Outlay-Equipment	200,000.00	8,500.00	208,500.00
<b>Communications/E911</b>				
<b>Balanced:</b>		<b>(554,717.99)</b>	<b>-</b>	<b>(554,717.99)</b>

**Justification:**

*This budget amendment is being made to appropriate GF and E911 fund balance to cover the costs associated with the first phase of replacing outdated and failing equipment in the primary PSAP Center. This cost is split between the County and the 911 Board as not all items that we are required to have are covered by the 911 Board funding.*

Approval Date: \_\_\_\_\_

Bd. Clerk's Init: \_\_\_\_\_

Initials:	
Batch #:	
Date:	

Commissioner Keyes said Ms. Dixon explains the budget transfers and amendments so well that it makes it easy for the Commissioners to understand.

**Commissioner Johnson made a motion to approve the budget amendments as presented. Commissioner Keyes seconded. Chair Sexton proceeded with the roll call:**

**Commissioner Walker, yea; Commissioner Phelps, yea; Commissioner Johnson, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.**

**OTHER ITEMS BY CHAIR, COMMISSIONERS, COUNTY MANAGER/ COUNTY MANAGER OR CLERK:**

Commissioner Walker was approached by a firefighter in Roper and said that some of the house numbers are not visible and makes it a little difficult for them to get to the proper house. Commissioner Keyes said the County's Safety Office makes the signs for the mailboxes. Commissioner Keyes said she would take the lead on this issue.

Commissioner Phelps said he would let the issue lay this meeting regarding the elections and school board members.

Commissioner Johnson mentioned that we are close to having a roll out from Trillium of managed care. A 2,000 page application was submitted. She will have more information later on what the county may be responsible for.

Commissioner Keyes said that she and Commissioner Phelps are still working with Mr. Jones on Cardinal Road. Commissioner Keyes said she has also been working with seniors trying to get them registered for the vaccine.

Chair Sexton said he was approached by Mr. Stanley James regarding litter pickup. Mr. James has a group that would be willing to start taking over some of the most littered areas. Chair Sexton asked Commissioner Phelps if DOT still has bags, etc. and he said yes, and they can check at the building in Creswell. Chair Sexton also said maybe Mr. Potter can talk about it on his radio show. Also, the County may need to put up some "no littering" signs that shows that the fine for littering is \$1,000. Chair Sexton said he thinks that would be a good community project. Mr. Potter said some staff may want to participate and also the TTA. Commissioner Phelps said that the Adopt a Road program still exists. Chair Sexton said he met with the drainage folks too. Commissioner Phelps asked if there are maps that show where the canals tie into. Mr. Potter said check with Soil & Water and Commissioner Keys also said maybe check with Forestry.

Mr. Potter mentioned deferring the method of election for School Board members. The School Board members are not in favor of it.

Mr. Potter said he has applied for and received approval for an intern from LFNC.

Mr. Potter said the County received a written request from RDC for one of the Riverlight Transit buses that will be coming out of circulation. Mr. Potter said he has not made a recommendation.

Commissioner Johnson asked if Riverlight is carrying folks to get vaccines. Mr. Potter said he will check on that.

Mr. Potter had a ZOOM conference call with Commissioner Phelps and Mr. Fulford and others regarding Veteran's Field. The folks who want the field would prefer to obtain it out right. They have some folks who would be private investors. On the Recreation side, it is felt to let them use it but not let them have it. The County could let them lease it.

**Commissioner Keyes made a motion to go into Closed Session pursuant to NCGS 143-318.11(a)(1) to prevent the disclosure of information that is privileged or confidential pursuant to applicable law including without limitation NCGS 66-152(3); NCGS§143-318.11(a)(3)--attorney-client privilege; NCGS 143-318.11(a)(4) to discuss the location or expansion of industries or other businesses in the area, et. seq and NCGS §143-318.11(a)(6)—personnel. Commissioner Phelps seconded. Chair Sexton proceeded with the roll call: Commissioner Walker, yea; Commissioner Phelps, yea; Commissioner Johnson, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.**

Back in Open Session, at 9:20 PM, with no further business to discuss, **Commissioner Walker made a motion to adjourn. Commissioner Keyes seconded. Chair Sexton proceeded with the roll call: Commissioner Walker, yea; Commissioner Phelps, yea; Commissioner Johnson, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.**

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William R. "Bill" Sexton  
Chair

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Julie J. Bennett, CMC, NCMCC  
Clerk to the Board





# North Carolina Vehicle Tax System

Mar-21

## NCVTS Pending Refund report

Report Date  
4/1/2021 9:31:28  
AM

Payee Name	Primary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Juri	Levy Type	Change	Interest	Total Change
APOGEE CRANE LLC	APOGEE CRANE LLC	4970 HIGHWAY 32 S	PLYMOUTH, NC 27962	Adjustment >= \$100	0059586745	ME4154	PENDING	141868158	Refund Generated due to adjustment on Bill #0059586745-2020-2020-0000	Situs error	03/16/2021	W P	Tax	\$0.00 (\$351.00)	\$0.00 \$0.00	\$0.00 (\$351.00) Refund \$351.00
BELL, WILLIE MACK	BELL, WILLIE MACK	733 BACKWOODS RD	ROPER, NC 27970	Proration	0037044598	PCN1584	PENDING	71051823	Refund Generated due to proration on Bill #0037044598-2019-2019-0000-00	Vehicle Sold	03/19/2021	W	Tax	(\$12.61)	\$0.00 Refund	(\$12.61) \$12.61
BELL, WILLIE MACK	BELL, WILLIE MACK	733 BACKWOODS RD	ROPER, NC 27970	Proration	0028334324	TDS1796	PENDING	71051825	Refund Generated due to proration on Bill #0028334324-2020-2020-0000-00	Vehicle Sold	03/19/2021	W	Tax	(\$73.46)	\$0.00 Refund	(\$73.46) \$73.46
CARR, HARRY LEE	CARR, HARRY LEE	PO BOX 208	PLYMOUTH, NC 27962	Proration	0019297170	WXD7474	PENDING	70526003	Refund Generated due to proration on Bill #0019297170-2019-2019-0000-00	Vehicle Sold	03/02/2021	W	Tax	(\$6.20)	\$0.00 Refund	(\$6.20) \$6.20
CARTER, GARLAND VAN	CARTER, GARLAND VAN	80 WHITE OAK LN	PLYMOUTH, NC 27962	Proration	0051514907	HFX2864	PENDING	70734831	Refund Generated due to proration on Bill #0051514907-2020-2020-0000-00	Vehicle Sold	03/09/2021	W	Tax	(\$219.61)	\$0.00 Refund	(\$219.61) \$219.61
DAVIS, MARY DIXON	DAVIS, MARY DIXON	2740 US HIGHWAY 64 W	PLYMOUTH, NC 27962	Proration	0024042080	HLF6334	PENDING	71402571	Refund Generated due to proration on Bill #0024042080-2020-2020-0000-00	Vehicle Sold	03/30/2021	W	Tax	(\$8.83)	\$0.00 Refund	(\$8.83) \$8.83





# North Carolina Vehicle Tax System

Mar-21

## NCVTS Pending Refund report

Report Date  
4/1/2021 9:31:28  
AM

DAVIS, PAMELA HARDISON	DAVIS, PAMELA HARDISON	2738 LONG RIDGE RD	PLYMOUTH, NC 27962	Proration	0033994920	EDH5281	PENDING	70841810	Refund Generated due to proration on Bill #0033994920- 2020-2020-0000-00	Vehicle Sold	03/12/2021	W	Tax	(\$20.85)	\$0.00	(\$20.85)	Refund	\$20.85
HINSON, PATRICIA CANADY	HINSON, PATRICIA CANADY	1249 OLD CHERRY RD	CRESWELL, NC 27928	Adjustment < \$100	0050918524	ER2686	PENDING	71402493	Refund Generated due to adjustment on Bill #0050918524- 2020-2020-0000-00	Over Assess ment	03/30/2021	W	Tax	(\$75.19)	\$0.00	(\$75.19)	Refund	\$75.19
HOLTON, SALLY EDMONDSON	HOLTON, SALLY EDMONDSON	485 A CANAL RD	PANTEGO, NC 27860	Proration	0053605407	HD0398L	PENDING	70568687	Refund Generated due to proration on Bill #0053605407- 2019-2019-0000-00	Vehicle Sold	03/03/2021	W	Tax	(\$31.56)	\$0.00	(\$31.56)	Refund	\$31.56
MARROW, MACK WESLEY III	MARROW, MACK WESLEY III	106 COUNTRY LN	PLYMOUTH, NC 27962	Proration	0058739977	YA160532	PENDING	71348475	Refund Generated due to proration on Bill #0058739977- 2020-2020-0000-00	Vehicle Sold	03/29/2021	W	Tax	(\$17.82)	\$0.00	(\$17.82)	Refund	\$17.82
MIZELL, JOHNNY CLYDE	MIZELL, JOHNNY CLYDE	271 WESTHAVEN DR	PLYMOUTH, NC 27962	Proration	0016919330	7T6342	PENDING	70734625	Refund Generated due to proration on Bill #0016919330- 2020-2020-0000-00	Vehicle Sold	03/09/2021	W	Tax	(\$140.73)	\$0.00	(\$140.73)	Refund	\$140.73
NORMAN, STEPHANYE NICOLE	NORMAN, STEPHANYE NICOLE	100 REGALWOOD RD	GREENVILL E, NC 27858	Proration	0046224629	EHE6236	PENDING	70479444	Refund Generated due to proration on Bill #0046224629- 2020-2020-0000-00	Vehicle Sold	03/01/2021	W	Tax	(\$93.62)	\$0.00	(\$93.62)	Refund	\$93.62
PINNER, RASHAD GENE	PINNER, RASHAD GENE	PO BOX 367	PLYMOUTH, NC 27962	Proration	0058354465	TDS1738	PENDING	213155796	Refund Generated due to proration on Bill #0058354465- 2020-2020-0000-00	Vehicle Sold	03/19/2021	W P P	Tax Tax Vehi	(\$22.45) (\$14.17) \$0.00	(\$1.13) (\$0.70) \$0.00	(\$23.58) (\$14.87) \$0.00	Refund	\$38.45



# North Carolina Vehicle Tax System

Mar-21

## NCVTS Pending Refund report

Report Date  
4/1/2021 9:31:28  
AM

SAWYER, ROGER MILTON	SAWYER, ROGER MILTON	10 WALNUT LN	PLYMOUTH, NC 27962	Proration	0034599389	DMR4854	PENDING	70607209	Refund Generated due to proration on Bill #0034599389- 2019-2019-0000-00	Vehicle Sold	03/04/2021	W	Tax	(\$7.59)	\$0.00	(\$7.59)	Refund \$7.59
SIMPSON, GEORGE WARREN	SIMPSON, GEORGE WARREN	15848 NC HIGHWAY 94 N	ROPER, NC 27970	Proration	0042806781	PDK6128	PENDING	70734679	Refund Generated due to proration on Bill #0042806781- 2019-2019-0000-00	Vehicle Sold	03/09/2021	W	Tax	(\$12.61)	\$0.00	(\$12.61)	Refund \$12.61
SPRUILL, DAN WESLEY	SPRUILL, DAN WESLEY	3609 PEA RIDGE RD	ROPER, NC 27970	Proration	0059063372	7T6336	PENDING	71402665	Refund Generated due to proration on Bill #0059063372- 2020-2020-0000-00	Vehicle Sold	03/30/2021	W	Tax	(\$19.05)	\$0.00	(\$19.05)	Refund \$19.05
TOBIN, AMIKA LILLIE	TOBIN, AMIKA LILLIE	114 N DAILY CT	PLYMOUTH, NC 27962	Proration	0055284929	HHC1728	PENDING	211822278	Refund Generated due to proration on Bill #0055284929- 2020-2020-0000-00	Vehicle Sold	03/04/2021	W P P	Tax Tax Vehi	(\$53.44) (\$33.75) \$0.00	(\$3.07) (\$1.94) \$0.00	(\$56.51) (\$35.69) \$0.00	Refund \$92.20
WOODLEY, MAXINE BOYD	WOODLEY, MAXINE BOYD	2181 CHERRY RD	CRESWELL, NC 27928	Proration	0051684781	VVW8728	PENDING	71097270	Refund Generated due to proration on Bill #0051684781- 2019-2019-0000-00	Vehicle Sold	03/24/2021	W	Tax	(\$5.17)	\$0.00	(\$5.17)	Refund \$5.17
															Refund \$1226.55		



# North Carolina Vehicle Tax System

Mar-21

## NCVTS Pending Refund report

Report Date  
4/1/2021 9:31:28  
AM

*[Handwritten Signature]*      4-1-21  
Requested by Tax Administrator      Date

"Approved by the Washington County Board of  
Commissioners Meeting held \_\_\_\_\_, 2021"

\_\_\_\_\_  
Clerk to the Board of Commissioners

# COUNTY OF WASHINGTON

## BOARD OF COMMISSIONERS

### COMMISSIONERS:

WILLIAM "BILL" R. SEXTON, JR., CHAIR  
TRACEY A. JOHNSON, VICE-CHAIR  
ANN C. KEYES  
CAROL V. PHELPS  
JULIUS WALKER, JR.



### ADMINISTRATION STAFF:

CURTIS S. POTTER  
COUNTY MANAGER/ COUNTY ATTORNEY  
cpotter@washconc.org

JULIE J. BENNETT, CMC, NCMCC  
CLERK TO THE BOARD  
jbennett@washconc.org

POST OFFICE BOX 1007  
PLYMOUTH, NORTH CAROLINA 27962  
OFFICE (252) 793-5823 FAX (252) 793-1183

## RESOLUTION 2021-002

### PROCLAMATION

#### WASHINGTON COUNTY DESIGNATING THE MONTH OF APRIL 2021 AS "NORTH CAROLINA 811 SAFE DIGGING MONTH"

**WHEREAS**, as utility owners, excavators, designers, and homeowners work to keep pace with North Carolina's economic development, it is important to minimize damages to underground utility lines, danger to workers and the general public, environmental impact, and loss of utility services to the citizens of North Carolina; and

**WHEREAS**, North Carolina 811, a utility service notification center and leader in education celebrates its 43<sup>rd</sup> year of continuous service to the State, is key to preventing injuries and damages when excavating; and

**WHEREAS**, this unique service provides easy, one-call notification about construction and excavation projects that may endanger workers and jeopardize utility lines while promoting workplace and public safety, reducing underground utility damage, minimizing utility service interruptions and protecting the environment; and

**WHEREAS**, this vital service, which began in 1978 serves the citizens of North Carolina from the mountains to the coast, educates stakeholders about the need for excavation safety whether the project is as small as planting a tree to designing and beginning construction on a new interstate; and

**WHEREAS**, in 2020, the North Carolina one call system received 2.1 million notification requests and transmitted over 12.2 million requests, providing protection to utility companies infrastructure, their employees, excavators, and customers;

**NOW, THEREFORE, BE IT RESOLVED**, That Washington County has designated the month of April 2021 as "North Carolina 811 Safe Digging Month" to encourage all excavators and homeowners of Washington County to contact 8-1-1 either by dialing 8-1-1 or contacting NC811 via the webpage of NC811.org at least three working days prior to digging in order to "Know What's Below," avoid injury, protect the environment, prevent millions of dollars in damages and to remind excavators that three working days' notice is the law, for safe digging is no accident, and that more information may be obtained by visiting [www.nc811.org](http://www.nc811.org).

Proclaimed this the 5<sup>th</sup> day of April, 2021.

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William R. "Bill" Sexton, Jr., Chair  
Washington County Board of Commissioners

ATTEST:

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Julie J. Bennett, CMC, NCMCC  
Clerk to the Board



Washington County Schools Average Daily Membership

unit	year	K	1	2	3	4	5	6	7	8	9	10	11	12
940	2020-2021	59	67	85	81	71	69	93	97	71	94	73	86	76
940	2021-2022	77	54	54	76	68	60	59	84	87	73	76	65	83
940	2022-2023	72	71	43	48	63	57	51	54	76	90	59	68	63
940	2023-2024	72	66	57	38	40	53	49	46	49	79	73	53	65
940	2024-2025	76	66	53	51	32	34	45	44	41	51	64	65	51
940	2025-2026	81	70	53	47	43	27	29	41	40	42	41	57	63
940	2026-2027	80	74	56	47	39	36	23	26	37	41	34	37	55
940	2027-2028	79	73	59	50	39	33	31	21	23	38	33	30	36
940	2028-2029	79	73	59	53	42	33	28	28	19	24	31	30	29
940	2029-2030	77	73	59	53	44	35	28	25	25	20	19	28	29



Washington County Schools Capacity Summary & Plan (0 to 5 years)

UNIT: 940	ADM 2019-20	Current Capacity					Mobile	Teach Station	Needs	Planned Capacity (future)					
		Pre-K	K-5	Middle	High	K-12				Pre-K	K-5	Middle	High	K-12	
940 306	Creswell Elementary	96	15	85	0	0	85	0	0	Renovations	0	0	0	0	0
940 314	Pines Elementary	448	59	407	0	0	407	0	0	Renovations	0	0	0	0	0
940 316	Washington County Hig	275	0	0	0	267	267	0	0	Renovations	0	0	0	0	0
940 328	Washington County Mid	282	0	0	282	0	282	0	0	Renovations	0	0	0	0	0
940 330	Washington Early Colle	59	0	0	0	77	77	0	0	Renovations	0	0	0	0	0
<b>Totals:</b>		<b>1,160</b>	<b>74</b>	<b>492</b>	<b>282</b>	<b>344</b>	<b>1,118</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

	<u>K-5</u>	<u>Middle</u>	<u>High</u>	<u>K-12</u>		<u>K-5</u>	<u>Middle</u>	<u>High</u>	<u>K-12</u>
<b>Current Capacity:</b>	492	282	344	1,118	<b>Total Capacity:</b>				
<b>ADM 2019-20:</b>	544	282	334	1,160	<b>Proj Enrollment 2024-25:</b>	312	130	231	673
<b>Difference:</b>	(52)		10	(42)	<b>Difference:</b>	(312)	(130)	(231)	(673)



Washington County Schools

Average Daily Membership

UNIT: 940

2019-20 Average Daily Membership \*

Name		Elem	Middle	High	Total
306	Creswell Elementary	96	0	0	96
314	Pines Elementary	448	0	0	448
316	Washington County High	0	0	275	275
328	Washington County Middle	0	282	0	282
330	Washington Early College High	0	0	59	59
<b>Total:</b>		<b>544</b>	<b>282</b>	<b>334</b>	<b>1,160</b>
2024-25 Projected:		312	130	231	673



**Washington County Schools Cost Summary (0 to 5 years)**

<b>Unit: 940</b>		<b>Priority</b>	<b>New School</b>	<b>Additions</b>	<b>Renovations</b>	<b>Furn/Eqpt</b>	<b>Land</b>	<b>Total</b>
306	Creswell Elementary	1	0	0	324,631	0	0	\$324,631
314	Pines Elementary	1	0	0	6,609,496	52,000	0	\$6,661,496
316	Washington County High	1	0	0	701,674	52,000	0	\$753,674
328	Washington County Middl	2	0	0	372,099	52,000	0	\$424,099
330	Washington Early College	2	0	0	184,262	52,000	0	\$236,262
<b>Totals:</b>			<b>0</b>	<b>0</b>	<b>8,192,162</b>	<b>208,000</b>	<b>0</b>	<b>\$8,400,162</b>





## 2020-21 DPI Facility Needs Survey

## Capacity and Needs Plan

Select a School: Creswell Elementary

School: **Creswell Elementary**

School No: 940-306

Type: Elementary

Grades: 0K-05

Current ADM 96

Add New School

Delete School

Teaching Stations in Mobile Units: (mobiles/temp. bldgs. for educational use at this school)

Undo Changes

Save and Close Form

	Pre - K	K - 5	6 - 8	9 - 12	Total K-12
Current Capacity	15	85			85

(Include the capacity of new schools and additions that are under construction or funded in the "Current Capacity")

## 0 - 5 Year Project Needed

Project Needed: Renovations

Priority: 1 Immediate Needs

## 5 Years Planned Capacity

Pre - K	K - 5	6 - 8	9 - 12	Total K-12

(Capacity planned to accommodate projected enrollment 2025-26)

Justifications: (Why are these improvements needed?)

- Air Conditioning / Energy Conservation
- Depreciation/ Deferred Maintenance

Notes/Description: High humidity, lack of comfort due to control issues and a leaking roof.

## 6 - 10 Year Project Needed

Project Needed:

Priority:

## 10 Years Planned Capacity

Pre - K	K - 5	6 - 8	9 - 12	Total K-12

(Capacity planned to accommodate projected enrollment 2030-31)

Justifications: (Why are these improvements needed?)

- 
- 

Notes/Description:



# 2020-21 DPI Facility Needs Survey Schools Questionnaire

School No: **940-306** School: **Creswell Elementary**  
Type: **Elementary** Grades: **0K-05** Current ADM **96**

## General Information Survey (this school)

<input type="text" value="traditional school"/>	1. Operational calendar.
<input type="text"/>	2. For high schools, provide current scheduling format.
<input type="text" value="Dual Language"/>	3. Does this school have a special programmatic focus: Magnet / CTE / IB / Early College, etc.?
<input type="text" value="Yes"/>	4. Are all science labs at this school in compliance with NCDPI's Science Safety Checklist? <a href="https://files.nc.gov/dpi/documents/schoolplanning/science-safety-checklist.pdf">https://files.nc.gov/dpi/documents/schoolplanning/science-safety-checklist.pdf</a>
<input type="text" value="No"/>	5. Does the main entrance at this school include a Security Vestibule to control visitor entry?
<input type="text" value="Yes"/>	6. Is the main office at this school equipped with the required Silent Panic Alarm to directly call emergency first responders?
<input type="text" value="Staff"/>	7. Staff or private janitorial services?
<input type="text" value="No"/>	8. LEED certification? (any buildings)
<input type="text" value="0"/>	9. Number of mobile units on this campus - in use?
<input type="text" value="0"/>	10. Number of mobile units on this campus - out of use?
<input type="text" value="0"/>	11. Number of SROs?
<input type="text" value="1"/>	12. Number of School Nurses?
<input type="text" value="0"/>	13. Number of Assistant Principals?
<input type="text" value="1"/>	14. Number of School Counselors?
<input type="text" value="0"/>	15. Total expenditures for Capital Projects last 5 years? (this campus)



# 2020-21 DPI Facility Needs Survey Schools Questionnaire

School No: **940-306** School: **Creswell Elementary**

Type: **Elementary** Grades: **0K-05** Current ADM **96**

## Special Programs / Facilities Survey (this campus)

<input type="text" value="Yes"/>	16. Pre-K? (not child care)
<input type="text" value="no"/>	17. CTE programs?
<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>
<input type="text" value="No"/>	18. Auto body/paint shop?
<input type="text" value="No"/>	19. Auto repair shop?
<input type="text" value="No"/>	20. JROTC program?
<input type="text" value="No"/>	21. Shooting range?
<input type="text" value="No"/>	22. Greenhouse?
<input type="text" value="No"/>	23. Swimming pool?
<input type="text" value="No"/>	24. Fire training facility?
<input type="text" value="Dual Language"/>	25. List any other specialty programs and/or facilities.

## Shared Campus Usage Survey (this campus)

<input type="text" value="No"/>	26. Alternative school?
<input type="text" value="no"/>	27. Childcare Facility? (not Pre-K)
<input type="text" value="No"/>	28. Lunch prepared on this site for transport to other schools?
<input type="text" value="No"/>	29. Community College use?
<input type="text" value="No"/>	30. Parks and Recreation use?
<input type="text" value="No"/>	31. Public Library use?
<input type="text" value="No"/>	32. Community Health Clinic?
<input type="text" value="No"/>	33. Designation as a storm shelter / emergency shelter?
<input type="text" value="No"/>	34. Site serves as a regional bus facility?
<input type="text"/>	35. List any other critical / shared facility services operating under an MOU?



# 2020-21 DPI Facility Needs Survey Schools Questionnaire

School No: **940-306** School: **Creswell Elementary**

Type: **Elementary** Grades: **0K-05** Current ADM **96**

## Campus Infrastructure Survey (this campus)

- |           |   |
|-----------|---|
| 1939      | 36. Oldest building on campus - year built?   |
| 1993      | 37. Newest building on campus - year built?   |
| 2000      | 38. Year of most recent renovation?   |
| No        | 39. Are there retaining walls on site?  |
| municipal | 40. Water service provider?   |
| municipal | 41. Sewer service provider?   |
| none      | 42. Emergency generator use?  |
| Oil       | 43. Fossil fuel type used on this campus?   |
| No        | 44. Underground fuel storage tanks remaining?   |
| Yes       | 45. Is campus totally abated / known to be free of asbestos, lead, etc.?  |
| No        | 46. Any all-wood constructed educational buildings on campus?   |
| No        | 47. Use of any PV / solar arrays?   |
| Yes       | 48. Bus lot with parking for local route only?  |
| WAN       | 49. Technology / Broadband service type?  |
| 56        | 50. Percentage of students with reliable home internet connection?  |
| N/A       | 51. Status of named storm damage repairs, if any?   |
| N/A       | 52. Has campus ever been closed long term due to damage from a catastrophic event such as fire, tornado, hurricane, flooding? |



# 2020-21 DPI Facility Needs Survey Schools Questionnaire

School No: **940-314** School: **Pines Elementary**

Type: **Elementary** Grades: **0K-05** Current ADM **448**

## General Information Survey (this school)

<input type="text" value="traditional school"/>	1. Operational calendar.
<input type="text"/>	2. For high schools, provide current scheduling format.
<input type="text" value="None"/>	3. Does this school have a special programmatic focus: Magnet / CTE / IB / Early College, etc.?
<input type="text" value="Yes"/>	4. Are all science labs at this school in compliance with NCDPI's Science Safety Checklist? <a href="https://files.nc.gov/dpi/documents/schoolplanning/science-safety-checklist.pdf">https://files.nc.gov/dpi/documents/schoolplanning/science-safety-checklist.pdf</a>
<input type="text" value="No"/>	5. Does the main entrance at this school include a Security Vestibule to control visitor entry?
<input type="text" value="Yes"/>	6. Is the main office at this school equipped with the required Silent Panic Alarm to directly call emergency first responders?
<input type="text" value="Staff"/>	7. Staff or private janitorial services?
<input type="text" value="No"/>	8. LEED certification? (any buildings)
<input type="text" value="0"/>	9. Number of mobile units on this campus - in use?
<input type="text" value="0"/>	10. Number of mobile units on this campus - out of use?
<input type="text" value="0"/>	11. Number of SROs?
<input type="text" value="1"/>	12. Number of School Nurses?
<input type="text" value="1"/>	13. Number of Assistant Principals?
<input type="text" value="1"/>	14. Number of School Counselors?
<input type="text" value="0"/>	15. Total expenditures for Capital Projects last 5 years? (this campus)



# 2020-21 DPI Facility Needs Survey Schools Questionnaire

School No: **940-314** School: **Pines Elementary**

Type: **Elementary** Grades: **0K-05** Current ADM **448**

## Special Programs / Facilities Survey (this campus)

- Yes  16. Pre-K? (not child care)
- 17. CTE programs?
- No  18. Auto body/paint shop?
- No  19. Auto repair shop?
- No  20. JROTC program?
- No  21. Shooting range?
- No  22. Greenhouse?
- No  23. Swimming pool?
- No  24. Fire training facility?
- 25. List any other specialty programs and/or facilities.

## Shared Campus Usage Survey (this campus)

- No  26. Alternative school?
- No  27. Childcare Facility? (not Pre-K)
- No  28. Lunch prepared on this site for transport to other schools?
- No  29. Community College use?
- No  30. Parks and Recreation use?
- No  31. Public Library use?
- No  32. Community Health Clinic?
- Yes  33. Designation as a storm shelter / emergency shelter?
- No  34. Site serves as a regional bus facility?
- 35. List any other critical / shared facility services operating under an MOU?



# 2020-21 DPI Facility Needs Survey Schools Questionnaire

School No: **940-314** School: **Pines Elementary**

Type: **Elementary** Grades: **0K-05** Current ADM **448**

## Campus Infrastructure Survey (this campus)

- |           |   |
|-----------|---|
| 1986      | 36. Oldest building on campus - year built?   |
| 2001      | 37. Newest building on campus - year built?   |
| NA        | 38. Year of most recent renovation?   |
| No        | 39. Are there retaining walls on site?  |
| municipal | 40. Water service provider?   |
| municipal | 41. Sewer service provider?   |
| mobile    | 42. Emergency generator use?  |
| Oil       | 43. Fossil fuel type used on this campus?   |
| Yes       | 44. Underground fuel storage tanks remaining?   |
| Yes       | 45. Is campus totally abated / known to be free of asbestos, lead, etc.?  |
| No        | 46. Any all-wood constructed educational buildings on campus?   |
| No        | 47. Use of any PV / solar arrays?   |
| Yes       | 48. Bus lot with parking for local route only?  |
| WAN       | 49. Technology / Broadband service type?  |
| 86        | 50. Percentage of students with reliable home internet connection?  |
| N/A       | 51. Status of named storm damage repairs, if any?   |
| N/A       | 52. Has campus ever been closed long term due to damage from a catastrophic event such as fire, tornado, hurricane, flooding? |

2020-21 DPI Facility Needs Survey

Capacity and Needs Plan

Select a School:

School: **Pines Elementary** School No: 940-314

Type:  Grades: 0K-05 Current ADM 448

Teaching Stations in Mobile Units:  (mobiles/temp. bldgs. for educational use at this school)

Add New School

Delete School

Undo Changes

Save and Close Form

	Pre - K	K - 5	6 - 8	9 - 12	Total K-12
Current Capacity	59	407			407

(Include the capacity of new schools and additions that are under construction or funded in the "Current Capacity")

**0 - 5 Year Project Needed**

Project Needed:

Priority:  Immediate Needs

5 Years Planned Capacity

Pre - K	K - 5	6 - 8	9 - 12	Total K-12
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

(Capacity planned to accomodate projected enrollment 2025-26)

Justifications: (Why are these improvements needed?)

- 
- 

Notes/Description:

**6 - 10 Year Project Needed**

Project Needed:

Priority:

10 Years Planned Capacity

Pre - K	K - 5	6 - 8	9 - 12	Total K-12
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

(Capacity planned to accomodate projected enrollment 2030-31)

Justifications: (Why are these improvements needed?)

- 
- 

Notes/Description:





## 2020-21 DPI Facility Needs Survey

## Capacity and Needs Plan

Select a School: Washington County High

School: Washington County High

School No: 940-316

Type: High

Grades: 09-12

Current ADM 275

Add New School

Delete School

Teaching Stations in Mobile Units: (mobiles/temp. bldgs. for educational use at this school)

Undo Changes

Save and Close Form

Pre - K	K - 5	6 - 8	9 - 12	Total K-12
			267	267

(Include the capacity of new schools and additions that are under construction or funded in the "Current Capacity")

## 0 - 5 Year Project Needed

Project Needed: Renovations

Priority: 1 Immediate Needs

## 5 Years Planned Capacity

Pre - K	K - 5	6 - 8	9 - 12	Total K-12

(Capacity planned to accomodate projected enrollment 2025-26)

Justifications: (Why are these improvements needed?)

- Air Conditioning / Energy Conservation
- Depreciation/ Deferred Maintenance

Notes/ Description: Water leaking from boiler, leaking roof

## 6 - 10 Year Project Needed

Project Needed:

Priority:

## 10 Years Planned Capacity

Pre - K	K - 5	6 - 8	9 - 12	Total K-12

(Capacity planned to accomodate projected enrollment 2030-31)

Justifications: (Why are these improvements needed?)

- 
- 

Notes/ Description:



# 2020-21 DPI Facility Needs Survey Schools Questionnaire

School No: **940-316** School: **Washington County High**

Type: **High** Grades: **09-12** Current ADM **275**

## General Information Survey (this school)

- |   |  |
|---|--|
| <input type="text" value="traditional school"/> | 1. Operational calendar.   |
| <input type="text" value="block"/>              | 2. For high schools, provide current scheduling format.  |
| <input type="text" value="CTE"/>                | 3. Does this school have a special programmatic focus: Magnet / CTE / IB / Early College, etc.?  |
| <input type="text" value="Yes"/>                | 4. Are all science labs at this school in compliance with NCDPI's Science Safety Checklist?<br><a href="https://files.nc.gov/dpi/documents/schoolplanning/science-safety-checklist.pdf">https://files.nc.gov/dpi/documents/schoolplanning/science-safety-checklist.pdf</a> |
| <input type="text" value="Yes"/>                | 5. Does the main entrance at this school include a Security Vestibule to control visitor entry?  |
| <input type="text" value="Yes"/>                | 6. Is the main office at this school equipped with the required Silent Panic Alarm to directly call emergency first responders?  |
| <input type="text" value="Staff"/>              | 7. Staff or private janitorial services?   |
| <input type="text" value="No"/>                 | 8. LEED certification? (any buildings)   |
| <input type="text" value="0"/>                  | 9. Number of mobile units on this campus - in use?   |
| <input type="text" value="0"/>                  | 10. Number of mobile units on this campus - out of use?  |
| <input type="text" value="1"/>                  | 11. Number of SROs?  |
| <input type="text" value="1"/>                  | 12. Number of School Nurses?   |
| <input type="text" value="1"/>                  | 13. Number of Assistant Principals?  |
| <input type="text" value="1"/>                  | 14. Number of School Counselors?   |
| <input type="text" value="0"/>                  | 15. Total expenditures for Capital Projects last 5 years? (this campus)  |



# 2020-21 DPI Facility Needs Survey Schools Questionnaire

School No: **940-316** School: **Washington County High**

Type: **High** Grades: **09-12** Current ADM **275**

## Special Programs / Facilities Survey (this campus)

- 16. Pre-K? (not child care)
- 17. CTE programs?
- 
- 18. Auto body/paint shop?
- 19. Auto repair shop?
- 20. JROTC program?
- 21. Shooting range?
- 22. Greenhouse?
- 23. Swimming pool?
- 24. Fire training facility?
- 25. List any other specialty programs and/or facilities.

## Shared Campus Usage Survey (this campus)

- 26. Alternative school?
- 27. Childcare Facility? (not Pre-K)
- 28. Lunch prepared on this site for transport to other schools?
- 29. Community College use?
- 30. Parks and Recreation use?
- 31. Public Library use?
- 32. Community Health Clinic?
- 33. Designation as a storm shelter / emergency shelter?
- 34. Site serves as a regional bus facility?
- 35. List any other critical / shared facility services operating under an MOU?



# 2020-21 DPI Facility Needs Survey Schools Questionnaire

School No: **940-316** School: **Washington County High**

Type: **High** Grades: **09-12** Current ADM **275**

## Campus Infrastructure Survey (this campus)

- |           |   |
|-----------|---|
| 1958      | 36. Oldest building on campus - year built?   |
| 1968      | 37. Newest building on campus - year built?   |
| 2003      | 38. Year of most recent renovation?   |
| No        | 39. Are there retaining walls on site?  |
| municipal | 40. Water service provider?   |
| municipal | 41. Sewer service provider?   |
| none      | 42. Emergency generator use?  |
| Oil       | 43. Fossil fuel type used on this campus?   |
| Yes       | 44. Underground fuel storage tanks remaining?   |
| No        | 45. Is campus totally abated / known to be free of asbestos, lead, etc.?  |
| No        | 46. Any all-wood constructed educational buildings on campus?   |
| No        | 47. Use of any PV / solar arrays?   |
| Yes       | 48. Bus lot with parking for local route only?  |
| WAN       | 49. Technology / Broadband service type?  |
| 87        | 50. Percentage of students with reliable home internet connection?  |
| N/A       | 51. Status of named storm damage repairs, if any?   |
| N/A       | 52. Has campus ever been closed long term due to damage from a catastrophic event such as fire, tornado, hurricane, flooding? |



## 2020-21 DPI Facility Needs Survey

## Capacity and Needs Plan

Select a School: Washington County Middle

School: **Washington County Middle**

School No: 940-328

Type: Middle

Grades: 06-08

Current ADM 282

Add New School

Delete School

Teaching Stations in Mobile Units: (mobiles/temp. bldgs. for educational use at this school)

Undo Changes

Save and Close Form

Pre - K	K - 5	6 - 8	9 - 12	Total K-12
		282		282

(Include the capacity of new schools and additions that are under construction or funded in the "Current Capacity")

## 0 - 5 Year Project Needed

Project Needed: Renovations

Priority: 2 2.5 Year Needs

5 Years Planned Capacity

Pre - K	K - 5	6 - 8	9 - 12	Total K-12

(Capacity planned to accommodate projected enrollment 2025-26)

Justifications: (Why are these improvements needed?)

1. Depreciation/ Deferred Maintenance
- 2.

Notes/Description: Leaking roof, floor repair due to settling concrete

## 6 - 10 Year Project Needed

Project Needed:

Priority:

10 Years Planned Capacity

Pre - K	K - 5	6 - 8	9 - 12	Total K-12

(Capacity planned to accommodate projected enrollment 2030-31)

Justifications: (Why are these improvements needed?)

- 1.
- 2.

Notes/Description:



# 2020-21 DPI Facility Needs Survey Schools Questionnaire

School No: **940-328** School: **Washington County Middle**

Type: **Middle** Grades: **06-08** Current ADM **282**

## General Information Survey (this school)

- |   |  |
|---|--|
| <input type="text" value="traditional school"/> | 1. Operational calendar.   |
| <input type="text"/>                            | 2. For high schools, provide current scheduling format.  |
| <input type="text" value="None"/>               | 3. Does this school have a special programmatic focus: Magnet / CTE / IB / Early College, etc.?  |
| <input type="text" value="Yes"/>                | 4. Are all science labs at this school in compliance with NCDPI's Science Safety Checklist?<br><a href="https://files.nc.gov/dpi/documents/schoolplanning/science-safety-checklist.pdf">https://files.nc.gov/dpi/documents/schoolplanning/science-safety-checklist.pdf</a> |
| <input type="text" value="No"/>                 | 5. Does the main entrance at this school include a Security Vestibule to control visitor entry?  |
| <input type="text" value="Yes"/>                | 6. Is the main office at this school equipped with the required Silent Panic Alarm to directly call emergency first responders?  |
| <input type="text" value="Staff"/>              | 7. Staff or private janitorial services?   |
| <input type="text" value="No"/>                 | 8. LEED certification? (any buildings)   |
| <input type="text" value="0"/>                  | 9. Number of mobile units on this campus - in use?   |
| <input type="text" value="0"/>                  | 10. Number of mobile units on this campus - out of use?  |
| <input type="text" value="1"/>                  | 11. Number of SROs?  |
| <input type="text" value="1"/>                  | 12. Number of School Nurses?   |
| <input type="text" value="0"/>                  | 13. Number of Assistant Principals?  |
| <input type="text" value="1"/>                  | 14. Number of School Counselors?   |
| <input type="text" value="0"/>                  | 15. Total expenditures for Capital Projects last 5 years? (this campus)  |



# 2020-21 DPI Facility Needs Survey Schools Questionnaire

School No: **940-328** School: **Washington County Middle**

Type: **Middle** Grades: **06-08** Current ADM **282**

## Special Programs / Facilities Survey (this campus)

- No 16. Pre-K? (not child care)
- Stem 17. CTE programs?
- No 18. Auto body/paint shop?
- No 19. Auto repair shop?
- No 20. JROTC program?
- No 21. Shooting range?
- No 22. Greenhouse?
- No 23. Swimming pool?
- No 24. Fire training facility?
- 25. List any other specialty programs and/or facilities.

## Shared Campus Usage Survey (this campus)

- No 26. Alternative school?
- No 27. Childcare Facility? (not Pre-K)
- Yes 28. Lunch prepared on this site for transport to other schools?
- No 29. Community College use?
- No 30. Parks and Recreation use?
- No 31. Public Library use?
- No 32. Community Health Clinic?
- No 33. Designation as a storm shelter / emergency shelter?
- No 34. Site serves as a regional bus facility?
- 35. List any other critical / shared facility services operating under an MOU?



# 2020-21 DPI Facility Needs Survey Schools Questionnaire

School No: **940-328** School: **Washington County Middle**

Type: **Middle** Grades: **06-08** Current ADM **282**

## Campus Infrastructure Survey (this campus)

- |           |   |
|-----------|---|
| 1953      | 36. Oldest building on campus - year built?   |
| 2000      | 37. Newest building on campus - year built?   |
| 2000      | 38. Year of most recent renovation?   |
| No        | 39. Are there retaining walls on site?  |
| municipal | 40. Water service provider?   |
| municipal | 41. Sewer service provider?   |
| none      | 42. Emergency generator use?  |
| Oil       | 43. Fossil fuel type used on this campus?   |
| No        | 44. Underground fuel storage tanks remaining?   |
| No        | 45. Is campus totally abated / known to be free of asbestos, lead, etc.?  |
| No        | 46. Any all-wood constructed educational buildings on campus?   |
| No        | 47. Use of any PV / solar arrays?   |
| Yes       | 48. Bus lot with parking for local route only?  |
| WAN       | 49. Technology / Broadband service type?  |
| 89        | 50. Percentage of students with reliable home internet connection?  |
| N/A       | 51. Status of named storm damage repairs, if any?   |
| N/A       | 52. Has campus ever been closed long term due to damage from a catastrophic event such as fire, tornado, hurricane, flooding? |





## 2020-21 DPI Facility Needs Survey

## Capacity and Needs Plan

Select a School:  School: **Washington Early College High** School No: 940-330Type:  Grades: 09-12 Current ADM 59Teaching Stations  (mobiles/temp. bldgs. for educational use at this school)  
in Mobile Units: 

	Pre - K	K - 5	6 - 8	9 - 12	Total K-12
Current Capacity	<input type="text"/>	<input type="text"/>	<input type="text"/>	77	77

(Include the capacity of new schools and additions that are under construction or funded in the "Current Capacity")

## 0 - 5 Year Project Needed

Project Needed:  Priority:   2-5 Year Needs

## 5 Years Planned Capacity

	Pre - K	K - 5	6 - 8	9 - 12	Total K-12
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

(Capacity planned to accommodate projected enrollment 2025-26)

**Justifications:** (Why are these improvements needed?)

- 
- 

Notes/Description:   

## 6 - 10 Year Project Needed

Project Needed:  Priority:  

## 10 Years Planned Capacity

	Pre - K	K - 5	6 - 8	9 - 12	Total K-12
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

(Capacity planned to accommodate projected enrollment 2030-31)

**Justifications:** (Why are these improvements needed?)

- 
- 

Notes/Description:



# 2020-21 DPI Facility Needs Survey Schools Questionnaire

School No: **940-330** School: **Washington Early College High**

Type: **High** Grades: **09-12** Current ADM **59**

## General Information Survey (this school)

- |   |  |
|---|--|
| <input type="text" value="traditional school"/> | 1. Operational calendar.   |
| <input type="text" value="block"/>              | 2. For high schools, provide current scheduling format.  |
| <input type="text" value="Early College"/>      | 3. Does this school have a special programmatic focus: Magnet / CTE / IB / Early College, etc.?  |
| <input type="text" value="Yes"/>                | 4. Are all science labs at this school in compliance with NCDPI's Science Safety Checklist?<br><a href="https://files.nc.gov/dpi/documents/schoolplanning/science-safety-checklist.pdf">https://files.nc.gov/dpi/documents/schoolplanning/science-safety-checklist.pdf</a> |
| <input type="text" value="No"/>                 | 5. Does the main entrance at this school include a Security Vestibule to control visitor entry?  |
| <input type="text" value="Yes"/>                | 6. Is the main office at this school equipped with the required Silent Panic Alarm to directly call emergency first responders?  |
| <input type="text" value="Staff"/>              | 7. Staff or private janitorial services?   |
| <input type="text" value="No"/>                 | 8. LEED certification? (any buildings)   |
| <input type="text" value="0"/>                  | 9. Number of mobile units on this campus - in use?   |
| <input type="text" value="0"/>                  | 10. Number of mobile units on this campus - out of use?  |
| <input type="text" value="0"/>                  | 11. Number of SROs?  |
| <input type="text" value="0"/>                  | 12. Number of School Nurses?   |
| <input type="text" value="0"/>                  | 13. Number of Assistant Principals?  |
| <input type="text" value="1"/>                  | 14. Number of School Counselors?   |
| <input type="text" value="0"/>                  | 15. Total expenditures for Capital Projects last 5 years? (this campus)  |



# 2020-21 DPI Facility Needs Survey Schools Questionnaire

School No: **940-330** School: **Washington Early College High**

Type: **High** Grades: **09-12** Current ADM **59**

## Special Programs / Facilities Survey (this campus)

- No 16. Pre-K? (not child care)
- 17. CTE programs?
- No 18. Auto body/paint shop?
- No 19. Auto repair shop?
- No 20. JROTC program?
- No 21. Shooting range?
- Yes 22. Greenhouse?
- No 23. Swimming pool?
- No 24. Fire training facility?
- 25. List any other specialty programs and/or facilities.

## Shared Campus Usage Survey (this campus)

- No 26. Alternative school?
- No 27. Childcare Facility? (not Pre-K)
- No 28. Lunch prepared on this site for transport to other schools?
- Yes 29. Community College use?
- No 30. Parks and Recreation use?
- No 31. Public Library use?
- No 32. Community Health Clinic?
- No 33. Designation as a storm shelter / emergency shelter?
- No 34. Site serves as a regional bus facility?
- 35. List any other critical / shared facility services operating under an MOU?



# 2020-21 DPI Facility Needs Survey Schools Questionnaire

School No: **940-330** School: **Washington Early College High**

Type: **High** Grades: **09-12** Current ADM **59**

## Campus Infrastructure Survey (this campus)

- |              |   |
|--------------|---|
| 1939         | 36. Oldest building on campus - year built?   |
| 1993         | 37. Newest building on campus - year built?   |
| 2000         | 38. Year of most recent renovation?   |
| No           | 39. Are there retaining walls on site?  |
| municipal    | 40. Water service provider?   |
| municipal    | 41. Sewer service provider?   |
| none         | 42. Emergency generator use?  |
| Oil          | 43. Fossil fuel type used on this campus?   |
| No           | 44. Underground fuel storage tanks remaining?   |
| Yes          | 45. Is campus totally abated / known to be free of asbestos, lead, etc.?  |
| No           | 46. Any all-wood constructed educational buildings on campus?   |
| No           | 47. Use of any PV / solar arrays?   |
| Yes          | 48. Bus lot with parking for local route only?  |
| WAN          | 49. Technology / Broadband service type?  |
| 90           | 50. Percentage of students with reliable home internet connection?  |
| In Progress" | 51. Status of named storm damage repairs, if any?   |
| N/A          | 52. Has campus ever been closed long term due to damage from a catastrophic event such as fire, tornado, hurricane, flooding? |



# 2020-21 DPI Facility Needs Survey

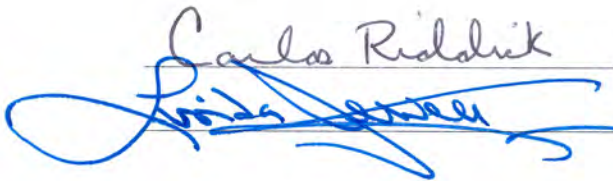
## Washington County Schools Long Range Plan

### Administrative Unit: Washington County Schools (Unit 940)

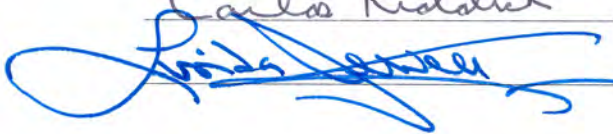
#### I. Certification of Board of Education

The Washington County Schools Board of Education hereby submits its Facility Needs Survey dated 3/30/2021 listing all improvements and additional facilities needed to accomodate projected enrollments through the 2020-21 school year and improvements to existing facilities to provide safe, comfortable environments that support the educational programs.

We do hereby certify that the needs identified herein are a true representation of our situation. Alternatives were considered and this plan provides the best balance between cost and benefit to our students. We understand that costs have been standardized to statewide averages to provide uniform comparisons.

 , Chairman

3-31-2021 Date

 , Secretary, Ex-officio

3-31-21 Date

#### 2. Certification of Board of County Commissioners

The Washington County Board of Commissioners has received and reviewed a copy of this survey prior to submission to the State Board of Education. This does not necessarily constitute endorsement of or committment to fund the Facility Needs Survey.

\_\_\_\_\_, Chairman \_\_\_\_\_ Date

\_\_\_\_\_, County Manager or Clerk \_\_\_\_\_ Date

# WASHINGTON COUNTY BOARD OF COMMISSIONERS

## AGENDA STATEMENT

**ITEM NO: 2**

**DATE: April 5, 2021**

**ITEM: Public Forum (3-minute limit per speaker)**

### **SUMMARY EXPLANATION:**

As is required by North Carolina General Statute §153A-52.1, time has been allotted for comments from the public.

#### Public Comment Statements

In December of 2015, the Washington County Board of Commissioners adopted a public comment period.

Essentially this policy said that a public comment period shall be set aside at the beginning of each regular monthly Commissioners and it shall be limited to a maximum of thirty (30) minutes.

Additionally this policy stated that all speakers are required to sign up prior to the meeting at which they wish to speak. The signup sheet must be on the podium 30 mins prior to the meeting. Each speaker shall clearly write their name, address, and the topic upon which they wish to speak on the signup sheet.

This board adopted rules that must be followed. Some of the high points of those rules, which I wish to remind the public is:

1. Speakers shall be acknowledged by the Board Chairperson.
2. Speakers shall address the Board from the lectern at the front of the room, and begin their remarks by stating their name and address.
3. Public comment is not intended to require any Board or staff members to answer any impromptu questions or engage in debate. Speakers shall address all remarks to the Board as a body, and not to any individual board or staff members. Discussions between speakers and members of the audience shall not be allowed.

4. Speakers shall be courteous in their language and presentations, and shall not use profanity, racial slurs, or make any obscene remarks, nor engage in any personal attacks of commissioners.
  5. Speakers shall have a maximum of three (3) to five (5) minutes to make their remarks depending on the number of speakers and topics. The Chairperson may limit the number of speakers allowed to make substantially similar comments with respect to the same topic.
  6. Speakers who have prepared written remarks or supporting documents are encouraged to leave a copy of such remarks and documents with the County Clerk.
  7. Speakers shall not discuss any of the following: matters which are the subject of public hearings set for the same meeting; matters which are closed session matters, including without limitation matters within the attorney-client privilege, anticipated or pending litigation, personnel, property acquisition, and matters which are made confidential by law.
- 

***HOW TO PARTICIPATE IN THE PUBLIC FORUM/PUBLIC HEARING DURING COVID-19 AT THE APRIL 5, 2021 WASHINGTON COUNTY BOARD OF COMMISSIONERS MEETING***

**Due to regrettably necessary ongoing protective measures related to COVID-19, it will likely be necessary limit and restrict physical access to this meeting.** Washington County is committed to maintaining the highest standards of transparency and community engagement during these challenging times, and appreciates your patience and understanding with such restrictions. **The April 5, 2021 Board of Commissioners meeting will take place at 116 Adams Street, Plymouth, NC in the Commissioners' Room and be live streamed on the County's Facebook Page.** Please review the following information carefully regarding alternative ways to access or participate in this, or any other public hearing, or any public comment portion of the regular meeting.

1. Access and View the meeting online. The meeting will be live streamed on the County's publicly accessible Facebook page at: [www.facebook.com/Washconc/](http://www.facebook.com/Washconc/)
2. Only if you wish to speak during any public comment period, or during any advertised public hearing portion of the meeting, you may attend the meeting in person for such purpose. You must arrive at 116 Adams Street before 6:00 PM to sign up. You must wear a cloth protective mask, maintain at least six feet of distance between yourself and all other persons, and follow any other applicable social distancing guidance. You may be asked to wait outside (please come prepared for inclement weather), and each person may be called into the meeting room one at a time to address the Board before being required to leave the meeting room in order to limit overall occupancy and comply with applicable regulations and guidance. You may still follow the remainder of the meeting which will be live

streaming on the Facebook page referred to above, or may access a recording of the full meeting which will remain accessible on our Facebook page for at least 48 hours after the meeting is concluded.

Please contact Julie Bennett, Clerk to the Board at 252-793-5823, or by email at [jbennett@washconc.org](mailto:jbennett@washconc.org) **before 2:00 PM on Monday, April 5, 2021** with any questions or concerns related to this notice or access to or participation in the April 5, 2021 meeting.



# WASHINGTON COUNTY BOARD OF COMMISSIONERS

## AGENDA STATEMENT

**ITEM NO: 3**

**DATE: April 5, 2021**

**ITEM: Public Hearing: Bay Brother's Seafood, Mr. Curtis Potter, CM/CA**

### **SUMMARY EXPLANATION:**

Please see the attached documents that will be discuss during the public hearing on Bay Brother's Seafood.

- BOCC Resolution authorizing USDA Grant Application dated 3/2/20 (2pgs)
- BOCC Resolution accepting USDA Grant Application dated 7/15/20 (2pgs)
- Notice of Public Hearing per NCGS 158-7.1
- Request for Bids/Proposals (RFP) For: Commercial Refrigeration Equipment Issued March 19, 2021 (without its additional standard contractual terms/ attachments)

\*Bids: To be delivered at the meeting

# COUNTY OF WASHINGTON

## BOARD OF COMMISSIONERS



**COMMISSIONERS:**  
WILLIAM "BILL" R. SEXTON, JR., CHAIR  
TRACEY A. JOHNSON, VICE-CHAIR  
ANN C. KEYES  
CAROL V. PHELPS  
JULIUS WALKER, JR.

**ADMINISTRATION STAFF:**  
CURTIS S. POTTER  
COUNTY MANAGER/COUNTY ATTORNEY  
cpotter@washconc.org

CATHERINE "MISSY" DIXON  
FINANCE OFFICER  
mdixon@washconc.org

POST OFFICE BOX 1007  
PLYMOUTH, NORTH CAROLINA 27962  
OFFICE (252) 793-5823  
FAX (252) 793-1183

JULIE J. BENNETT, CMC, NCMCC  
CLERK TO THE BOARD  
jbennett@washconc.org

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## AGENDA ITEM MEMO

**MEMO DATE:** March 31<sup>st</sup>, 2021 **FOR BOCC MEETING ON:** April 5<sup>th</sup>, 2021  
**SUBJECT:** Bay Brothers Seafood – Public Hearing per NCGS 158-7.1 & Bids  
**DEPARTMENT:** Economic Development  
**FROM:** Curtis S. Potter, County Manager/County Attorney (CM/CA)

**ATTACHMENTS:**

- A- BOCC Resolution authorizing USDA Grant Application dated 3/2/20 (2pgs)**
- B- BOCC Resolution accepting USDA Grant Application dated 7/15/20 (2pgs)**
- C- Notice of Public Hearing per NCGS 158-7.1**
- D- Request for Bids/Proposals (RFP) For: Commercial Refrigeration Equipment Issued March 19, 2021 (without its additional standard contractual terms/attachments)**

**\*Bids: To be delivered at the meeting**

---

**PURPOSE:** To fulfill the statutorily required public hearing requirement per NCGS 158-7.1 for economic development appropriations; to review and obtain the Board's approval of the bid(s) submitted in response to the County's Request for Proposals/Bids (RFP) to supply the intended commercial refrigeration equipment applying the lowest responsive responsible bidder standard of award; to obtain the Board's approval and authorization for staff to proceed with executing the remaining documents required to purchase, install, and lease the intended equipment to Bay Brother's Seafood in compliance with any and all applicable grant requirements and other rules, regulations, or laws.

**SUMMARY BACKGROUND:** Washington County has been working with Bay Brothers Seafood over the past year to help facilitate the restoration of equipment needed to return the large commercial seafood packaging and distribution facility previously operated by IBX Seafood to full capacity. Doing so will have an immediate impact not only on the economic development and impacts of Bay Brothers itself, but also on the various indirectly related businesses that supply and purchase seafood from this facility.

The \$181,301 USDA grant already approved for this purpose operates similar to a loan in the sense that Bay Brothers is required to repay the depreciating value of the equipment itself over its useful life, along with any other associated costs such as maintenance, insurance, taxes, and county administration costs in installments as lease payments for the equipment to Washington County, which in turn is required under the grant to actually purchase and maintain ownership of the equipment while it is leased to Bay Brothers as the intended end user. At

the end of the lease term, the equipment may be sold to Bay Brothers for its current salvage value, and any remaining funds received from the grant program may be utilized for other economic development programs subject to USDA approval.

The previous grant agreement (USDA RD-4280) has been amended to contain an updated itemization of equipment to be purchased initially as part of a first phase, and extends the term of the overall grant for an additional year in order to enable Bay Brothers and Washington County to use any remaining grant funds to purchase additional needed equipment as part of a second phase.

**FINANCIAL IMPACTS & ANALYSIS:** Other than the initial advancement of local funds which will be fully reimbursed by the USDA up to the approved amount of the grant, no local funding is committed for this project which is ultimately funded exclusively by the grant funds.

**RECOMMENDATIONS:** Staff recommends reviewing the bid(s) which will be presented to the Board at its meeting, and recommends

the meeting and awarding the bid to the lowest responsible responsive bidder subject to proceeding with the single renegotiated current bid to be in the best interest of the county considering the amount of due diligence and length of time already provided for other interested firms to submit a bid response if desired. Additionally time is of the essence in completing this project due to the current landfill capacity, increasing chances of seasonal rain delays, and need to complete the project before the end of the fiscal year if possible to simplify internal accounting, budgeting, and auditing issues.

- **Vote to approve the allocation and use of the USDA grant funding for economic development purposes pursuant to any and all applicable laws and grant requirements.**
- **Vote to delegate the authority to the County Manager to approve the award of the bid to the lowest responsive responsible bidder, subject to the successful negotiation of an equipment purchase and installation contract with the bidder, and subject to the successful negotiation of an equipment lease agreement with the property owner.**
  - o **The terms of the lease agreement shall require the owner to provide a lien upon the equipment while located on private property, and shall require the property owner to pay monetary consideration for the exclusive use of such equipment equal to its depreciating value over its useful life anticipated to be 12 years, together with any and all applicable maintenance, insurance, taxes, and administrative costs the county may incur in connection with the grant, and containing any other terms and conditions required pursuant to the grant requirements, applicable laws, or otherwise deemed necessary by any of the parties.**
- **Vote to authorize staff to proceed with the negotiation and execution of the foregoing agreements together with any additional documentation reasonably required to proceed with the actual purchase, installation, and lease of the intended equipment in compliance with any and all grant requirements or other applicable laws.**

# COUNTY OF WASHINGTON

## BOARD OF COMMISSIONERS

### COMMISSIONERS:

D. COLE PHELPS, CHAIR  
JENNIFER C. RIDDICK, VICE-CHAIR  
TRACEY A. JOHNSON  
WILLIAM "BILL" R. SEXTON, JR.  
JULIUS WALKER, JR.



### ADMINISTRATION STAFF:

CURTIS S. POTTER  
COUNTY MANAGER/ COUNTY ATTORNEY  
cpotter@washconc.org

JULIE J. BENNETT, CMC, NCMCC  
CLERK TO THE BOARD  
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### A RESOLUTION

#### OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, NORTH CAROLINA, AUTHORIZING THE APPLICATION FOR A US DEPARTMENT OF AGRICULTURE RURAL BUSINESS DEVELOPMENT GRANT (RBDG)

**WHEREAS**, the US Department of Agriculture administers the Rural Business Development Grant (RBDG) program which is a competitive grant designed to support targeted technical assistance, training and other activities leading to the development or expansion of small and emerging private businesses in rural areas; and

**WHEREAS**, under the Rural Business Development Grant (RBDG) program, a County can apply for a Business Enterprise Project which includes without limitation "technical assistance, equipment, realty improvements, water and wastewater infrastructure development, or revolving loan fund recapitalization"; and

**WHEREAS**, one of the Town of Plymouth's largest private industrial facilities is located at 100 Jean Street, Plymouth, NC 27962, and was previously operated and commonly known as the Plymouth Garment Factory, and served as one of the largest local private employers until its closure approximately twenty (20) years ago; and

**WHEREAS**, that facility sat largely empty and underutilized until it was purchased approximately five (5) years ago by IQF Direct, LLC which substantially renovated the facility and opened and operated it for some time as a local seafood packaging and distribution facility known as IBX Seafood; and

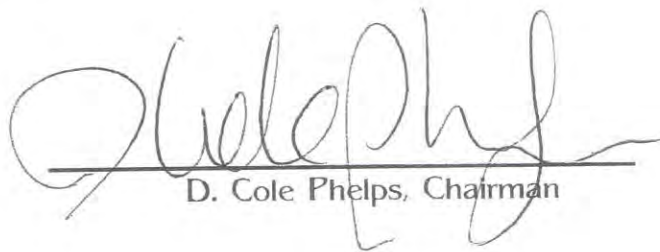
**WHEREAS**, the facility was more recently closed and sold at public auction to satisfy the enforcement of a legal judgement against IQF Direct, LLC, and was purchased and acquired in December 23, 2019 by NSC Family Holdings, LLC which has partnered with Bay Brothers Seafood to reopen and utilize the facility as a local seafood packaging and distribution company once again employing local residents and directly and indirectly supporting the local economy with a variety of potential additional operations including without limitation retail space and Agritourism; and

WHEREAS, Bay Brothers Seafood recently approached Washington County about working together to seek potential RDBG funds that would be utilized to purchase essential and critically necessary equipment to be used in helping to restore and reopen the OBX Seafood Facility as an active local seafood processing facility providing local employment opportunities and directly and indirectly supporting numerous other aspects of the local economy; and


NOW THEREFORE BE IT RESOLVED by the Washington County Board of County Commissioners that:

- 1) Upon the certification of the County Attorney that Washington County has the legal authority to do so, authority is hereby delegated to the County Manager and Finance Officer to:
  - a. Apply for a USDA Rural Business Development Grant (RBDG) on Bay Brother's Seafood's behalf in an amount not to exceed \$200,000 to be used to purchase certain equipment deemed reasonably necessary by the County Manager to restore and reopen an active seafood packaging and distribution operation at the facility referred to hereinabove, and to modify the scope of the application to apply for funding for any other eligible purpose deemed reasonably necessary to assist with the facilitation of said project.
- 2) Such equipment to the extent eligible for grant funding may include without limitation, commercial freezer/cooler equipment or components, commercial retail equipment, ice making equipment, installation services, etc.
- 3) Any and all funds to be utilized to assist in funding the efforts of Bay Brother's Seafood shall be derived from grant funding, and unless otherwise authorized, no local county match funds shall be utilized.

ADOPTED this the 2<sup>nd</sup> day of March, 2020.

  
D. Cole Phelps, Chairman

ATTEST:

  
Julie J. Bennett, CMC, NCMCC  
Clerk to the Board



# COUNTY OF WASHINGTON

## BOARD OF COMMISSIONERS



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### RESOLUTION APPROVING

**Acceptance of Rural Business Development Grant (RBDG) Funds  
Related to a Project Associated with Bay Brothers Seafood  
Pursuant to Letter of Conditions issued by USDA**

### BE IT RESOLVED

In conjunction with the Rural Business Development Grant (RBDG) application that has been filed with USDA, Rural Development, the Washington County Board will accept the Letter of Conditions when issued by USDA. The amount of the RBDG will be \$181,301.

That the COUNTY MANAGER and COUNTY FINANCE OFFICER be authorized to execute all forms necessary to obtain a Rural Business Development Grant (RBDG) from Rural Development, including, but not limited to the following forms:

RD Form 1942-46	Letter of Intent to Meet Conditions
RD Form 1940-1	Request for Obligation of Funds
Form RD 4280-2	Rural Business-Cooperative Service
	Financial Assistance Agreement
Form RD 400-1	Equal Opportunity Agreement
RD Form 400-4	Assurance Agreement
AD Form 1047	Certification Regarding Debarment
AD Form 1048	Cert Regarding Debarment-Lower Tier
AD Form 1049	Cert Regarding Drug Free Workplace
SF-LLL	Disclosure of Lobbying Activities
RD Form 1940-Q, Exh. A-1	Certification for Contracts
Certificate of Compliance	Federal State, Local Requirements
Unnumbered Letter	Rural Area Certification

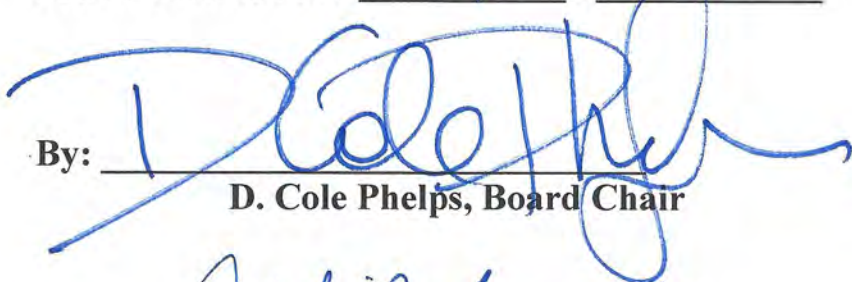
This resolution is to become a part of the official minutes of the Washington County meeting held on **July 15, 2020**.


**MOTION TO ADOPT THE RESOLUTION:**

**MADE BY:** Commissioner Johnson

**SECONDED BY:** Commissioner Sexton

**MOTION PASSED** 4 to 9

**By:**   
D. Cole Phelps, Board Chair

**Attest:**   
Julie J. Bennett, CMC, NCMCC  
Clerk to the Board

7/15/20  
(Date)

## Notice of Public Hearing

The Washington County Board of Commissioners will hold a Public Hearing pursuant to NCGS 158-7.1 during its regularly scheduled Board Meeting at 6:00PM on April 5<sup>th</sup>, 2021 at 116 Adams Street, Plymouth, NC 27962 to consider approving bids submitted to the county to purchase commercial refrigeration equipment to be installed at the commercial seafood packaging and distribution facility located at 100 Jean St. Plymouth, NC 27962 owned by NSC Family Holdings, LLC and commonly referred to as Bay Brothers Seafood.

The Board intends to authorize such purchase and installation pursuant to the terms of a \$181,301.00 USDA Rural Business Development Grant (RBDG) awarded to the County to help facilitate local economic development by more specifically assisting Bay Brothers expand its operations and associated direct and indirect local employment opportunities. No local matching or other funds of any kind are involved in the project which is fully funded by the grant.

The project is multi-phased. Phase 1 consists of four (4) commercial grade refrigeration/freezer units with an est. useful life of twelve (12) years, and combined total est. value of over \$100,000. This equipment will enable Bay Brothers to restore active refrigeration to multiple existing and currently underutilized cooler/freezer rooms in the facility thereby expanding the overall operational capacity and potential economic impact of this facility.

Pursuant to the grant terms, the County will maintain actual ownership of the equipment, and lease it to the property owner for a term not longer than its est. useful life. In addition to other grant obligations, the property owner will provide a lien on the equipment to the County as security, and will pay monetary consideration over the term of the lease equal to at least the depreciable fair market value of the purchased and installed equipment, together with any ongoing maintenance, taxes, insurance, and administrative or other related expenses incurred by the County.

The equipment may be sold to the property owner as permitted by the grant and/or applicable law for its then current depreciated salvage value at the end of the lease. Any excess lease revenues shall be handled in accordance with any applicable grant requirements, but are expected to remain available for additional future economic development appropriation purposes.





## **WASHINGTON COUNTY**

### **REQUEST FOR BIDS/PROPOSAL (RFP)**

**For: Commercial Refrigeration Equipment**

**Issued on: March 19th, 2021**

**All Proposals and/or Related Inquiries**  
**(Including Inquiries to Obtain Physical Site Access for Quoting Purposes)**  
**Must be Submitted in Writing to:**

Washington County Manager's Office  
Attn: Mary Moscato, Administrative Assistant  
116 Adams Street  
PO Box 1007  
Plymouth, NC 27962  
Tel: (252) 793-5823  
E-mail: [mmoscato@washconc.org](mailto:mmoscato@washconc.org)

**Bid Proposals Due: Monday, April 5th, 2021 @ 10:00AM**

**Bid Proposals Opened in Public: Monday, April 5th, 2021 @ 10:15AM**

## **I. Request for Bid/Proposal (RFP)**

Washington County hereby requests and will receive sealed bids/proposals (these terms “bid” and “proposal” may be used interchangeably in this RFP) to provide the specific materials, equipment, goods, services, or other items (collectively referred to herein as “specified items”) as described in more detail within this RFP.

Bidders are invited to submit a sealed bid/proposal in response to this RFP subject to the terms and conditions contained herein. Please carefully read all this RFP in its entirety including all instructions and specifications. Failure to comply with instructions or to provide bids/proposals for the specified items may disqualify your bid/proposal from consideration or award.

Copies of the RFP may be obtained at the Washington County Manager’s Office, at the address stated above during normal business hours (8:30 am to 5:00 pm, Monday – Friday), or online at <http://www.washconc.org/rfps.aspx> prior to the date and time specified for submissions. County reserves the right to make modifications to this RFP via addenda, which if made will be published and made publicly available at the same web site. Bidders are responsible for checking for Addenda prior to submitting their bids/proposals.

## **II. Submission & Opening Procedures:**

Bids/proposals must be made in writing, and physically delivered to the attention of the specified party at the specified address by the specified deadline as stated on the RFP cover page. Bids/proposals should be submitted in a sealed envelope or package marked “RFP - Refrigerated Cooler Boxes” in the lower left-hand corner with the name, address, and contact info for the submitting bidder stated clearly in the upper left-hand corner.

Failure to have a bid/proposal properly submitted prior to the specified delivery or opening time may prevent the acceptance or consideration of the bid/proposal. Washington County cannot assume the responsibility for any delivery delays resulting from any failure by the US Postal Service or other package courier to properly deliver any bid/proposals by the specified dates which shall be the sole responsibility of each bidder.

Proposals will be opened and read in public at the specified delivery address at the specified time as both are stated on the cover page of this RFP. You are invited, but not required, to be present at the opening. However, due to COVID19 protocols, social distancing regulations may limit the number of persons physically permitted in the meeting room during opening. Priority will be given to members of the local media and/or representatives from parties actually submitting bids/proposals. Alternative arrangements such as moving the bid/proposal opening outdoors (weather permitting), or providing a livestream of the bid/proposal in lieu of permitting physical attendance in the meeting room itself may also be considered within the county's sole discretion depending upon the circumstances and number of parties actually present. For this reason if you have questions or concerns about facilitating attendance, please contact the County at your earliest possible convenience to discuss and resolve such matters.

### **III. Project Overview:**

Washington County has been awarded a Rural Business Development Grant through the USDA for economic development purposes to help aid and facilitate the continuing economic development and growth of Bay Brother's Seafood which is a recently established and currently operating local seafood processing, packaging, and distribution business that recently acquired and is continuing the renovations of one of the Town of Plymouth's largest (and previously inactive and vacant) industrial buildings for its operations at the site identified below within the Town of Plymouth. Bay Brother's operations directly support and impact not only the economic development of Washington County, but also of its surrounding neighbors in northeastern North Carolina related to its supply and distribution chains.

This grant is intended and structured to permit Bay Brother's Seafood to obtain the installation and use of certain refrigeration equipment (the "specified items") to be purchased and installed by Washington County with the USDA grant funds referred to above at the specified physical site location.

**Site Location:**  
**Bay Brother's Seafood**  
**100 Jean Street**  
**Plymouth, NC 27962**

The purchase and installation of refrigeration equipment is needed to provide critical infrastructure for Bay Brothers Seafood business operations and continued economic growth. Successful implementation will support the on-going operations of Bay Brothers Seafood retail and processing in rural Washington County. Functional refrigeration boxes will store seafood products pre- and post-processing year-round to provide viable seafood products for sales markets.

By having freezer capabilities the business will be able to freeze product during the summer for sale during other times of the year when prices are much higher. This will help Bay Brothers Seafood gain a competitive advantage and allow them to operate year-round unlike many other seafood markets. The ability to remotely monitor temperatures in the boxes contributes to the security of a successful and safe storage of products.

Scope of Work: This project is expected to result in three (3) functioning refrigeration boxes that will be remotely monitored.

All funding related to this project is anticipated to be derived from federal USDA grant sources, and there are currently no local Washington County matching or other funds committed or allocated to the project.

#### **IV. RFP Terms & Conditions:**

- A. Washington County seeks bids/proposals from experienced and qualified bidders for its purchase and installation (including any associated electrical work) at the Bay Brother's site location stated herein of the specified items described in this RFP. Such items must meet any and all applicable minimum standards or additional specifications described herein to be considered responsive to this RFP.
- B. This RFP is part of a competitive procurement process, designed to serve the best financial interests of the USDA, the County and its citizens. Bids/proposals will be evaluated and selected in accordance with applicable rules, regulations, and law to insure the bid/proposal most advantageous to the County is selected. Unless otherwise stated in this RFP, proposals will be evaluated based on the lowest responsive responsible bidder standard.
- C. Bids should be prepared simply and economically providing an organized concise straight forward description of the contractor's ability to provide the specified items, and meet any other project or RFP conditions or requirements specified herein.
- D. Proposals shall be effective for a period of one hundred twenty (120) days, and must be signed by an official authorized to bind any bidding entity to a final contract. If a shorter effective period is specified in the proposal, the County may waive this requirement, or negotiate the extension of such period, but is not required to do so.
- E. The successful bidder shall enter into a formal written contract with the County to provide the specified items which shall include as part of the terms and conditions thereof this entire RFP by specific reference and incorporation therein. The contract shall also include the same or substantially similar terms and conditions as those most favorable to the County which are contained within the following instruments attached hereto and incorporated herein by reference:
  - a. "Standard Agreement for Independent Contractors" (to be used as the template for the contract between the parties unless otherwise agreed), and
  - b. "NC Local Government Standard Contractual Terms & Conditions Rider (Revised July 1, 2020)"

Failure of the successful bidder to accept and enter into such a contract may result in the cancellation of any award of the bid/proposal to any bidder by the County. The County commits to attempt to resolve any contractual disagreements in good faith before cancelling any awarded bid/proposal, and has provided the attached documents for the bidder's advance reference and knowledge of certain applicable rules, regulations, and laws that may apply to local government contracts.

- F. Bids/proposals which are made based on modification/alteration of, or changes in, the terms, conditions, or specifications of this RFP, or which otherwise are offered

upon the County's acceptance of certain conditions may not be considered. However, the County reserves the right to consider, evaluate and accept such bids/proposals depending upon the circumstances involved. Any bidder submitting such a bid/proposal must clearly and boldly mark on the face of the sealed envelope or package used to deliver the bid/proposal the phrase "Conditional Bid".

G. The County reserves the right at all times to reject any or all bids/proposals for any lawful reasons, or for no reason within its complete and sole discretion. Additionally the County reserves the right to waive or not waive immaterial informalities or irregularities in any bids/proposals or bidding procedures, and to accept or further negotiate the cost, terms, and conditions of any bid/proposal determined to be in the County's best interest, even if such proposal is not the lowest in price.

H. Additional Specifications, Terms, & Conditions:

- a. Insurance: The bidder must furnish the insurances (including Workers' Compensation and Employer's Liability) as described within the attached Standard Agreement for Independent Contractors. A Certificate of Insurance must be filed with the Washington County Finance Office prior to beginning work and must be kept on file for the duration of the contract.
- b. Uniform Guidance Requirements: The bidder must comply with the Federal Uniform Guidance Requirements as described within the attached Standard Agreement for Independent Contractors.
- c. The bidder or their subcontractor(s) if applicable must possess any and all licenses required to install the specified items as requested (including specifically but without limitation any required electrical licenses).

**V. Detailed Minimum Standards/Specifications for Specified Items:**

Specified Items Overview: This project is to quote the price to purchase, deliver, and turnkey install for use (including any and all related plumbing/electrical work) three (3) functioning refrigeration boxes (condensing units and evaporators) that will be remotely monitored.

Bids/proposals should be submitted for the specified items identified below which meet or exceed the necessary minimum specifications for such items also identified below.

Prices shall include an itemization of the specific price(s) for each individual unit of equipment to be purchased (inclusive of delivery to the site), as well as the separately identified specific price(s) to install each unit to enable a more transparent and equitable evaluation of the prices provided by bidders for both the equipment and installation services.

**A. Refrigeration Schedule: Condensing Units**

Room #	Sq-Ft	Height (ft)	Temp (°F)	Refrigerant	Condensing Unit Type	HP	Volts	Phase	Quantity	Manufacturer
1	1900	10	35	R-404a	Scroll	7.6	208-230	3	1 to serve 2 new evaps	KeepRite Refrigeration or comparable
3	1800	10	35	R-404a	Scroll	7.6	208-230	3	1 to serve 2 new evaps	KeepRite Refrigeration or comparable
4	3100	10	35	R-404a	Scroll	6.1	208-230	3	2 to serve 1 new and 1 existing evap	KeepRite Refrigeration or comparable

**Condensing Unit Features:**

- 1) Outdoor rated condensing unit with painted weather housing
- 2) Units must be AWEF compliant
- 3) Horizontal air flow type unit
- 4) Weatherproof electrical control box
- 5) High efficient enhanced copper tube and aluminum fin coil design
- 6) Crankcase heater
- 7) Adjustable head pressure control valves
- 8) Suction service valves
- 9) Receiver with fusible plug and shut off valve

**Condensing Unit Options:**

- 1) Liquid line filter drier / site glass
- 2) Dual adjustable pressure controls
- 3) Defrost time clock
- 4) 6-lead phase/voltage monitor
- 5) Protective condenser fin coating

**B. Refrigeration Schedule: Evaporators**

Room #	Sq-Ft	Height (ft)	Temp (°F)	Refrigerant	Evaporator Type	Volts	Phase	Quantity	Manufacturer
1	1900	10	35	R-404a	Medium Profile	208-230	1	2 new	KeepRite Refrigeration or comparable
3	1800	10	35	R-404a	Medium Profile	208-230	1	2 new	KeepRite Refrigeration or comparable
4	3100	10	35	R-404a	Medium Profile	208-230	1	1 new to add to 1 existing	KeepRite Refrigeration or comparable

**Evaporator Unit Features:**

- 1) Heavy gauge textured aluminum cabinet construction
- 2) 3/8" tubing coil construction
- 3) ECM fan motors, with two speed motor technology
- 4) Hinged access panels

**Evaporator Unit Options:**

- 1) Thermostatic expansion valve, installed
- 2) Liquid line solenoid valve, installed
- 3) Digital thermostat, installed
- 4) Insulated drain pans

**C. Installation Scope of Work (to be separately itemized in bids/proposals):**

**C-1 Refrigeration and Electrical Installations Scope of Work:**

Provide materials, tools, labor and rental equipment to install refrigeration and electrical systems as follows:

- 1) Review site conditions and verify condenser and evaporator locations plus power supply for specified new and existing refrigeration equipment.
- 2) Include in installation price the following items:
  - a) Receive, uncrate and set/hang evaporators and condensers in designated areas to be determined onsite.
  - b) Review and/or upgrade and correct power supply as required by local code.
  - c) Install all associated electrical, copper lines sets and drains to make systems operable.
  - d) Provide factory startup, run time testing and final adjustments.
  - e) Provide extended warranty on compressors.
  - f) Provide 90 day warranty on items of workmanship.
  - g) Provide 1 year service plan from date of startup.
  - h) Contractor is to provide a turkey installations that includes both Refrigeration and Electrical

3) Equipment owner (Washington County) reserves the right to exclude/include specific rooms from the bid.

### **C-2. Refrigeration Specifications:**

- 1) All work to be per industry standards and conform with local codes and jurisdiction.
- 2) Materials used:
  - a. ACR cleaned and capped nitrogenized hard copper tubing.
  - b.  $\frac{3}{4}$ " armafex insulation on medium temp suction lines, 1" on low temp suction lines, liquid lines are not insulated.
  - c. Medium temp drains to be PVC, low temp to be type M copper pipe with heat trace and  $\frac{3}{4}$ " insulation.
- 3) Purging with nitrogen while brazing is expected and work will be inspected for excessive flash that can clog strainers at startup.
- 4) Pressure test is required. System should be pressurized to 200 pounds with Nitrogen and held for 24 hours.
- 5) Prior to start up, each system should receive a two stage evacuation. Confirmation of less than 150 micron vacuum with photograph.
- 6) Contractor is responsible for lifting condensers to the roof.
- 7) Contractor is responsible for cutting and patching roof for any needed penetrations.

### **C-3. Electrical Specifications:**

- 1) All work to be per NEC industry standards and conform with local codes and jurisdiction.
- 2) Contractor is responsible for review of existing conditions to confirm electrical is adequate for new equipment.
- 3) Contractor is responsible for identifying and installing dedicated circuits that energize condensers and evaporators.
- 4) Contractor is required to be available for system start up, so no delays are incurred.
- 5) Contractor is responsible for cutting and patching roof for any needed penetrations.
- 6) Contractor is responsible for installing service disconnects at each piece of equipment.
- 7) Contractor is responsible for heat trace cabling and energizing.

- Crane lifting/rental services or other ancillary services required to install the specified items in a turnkey ready to use fashion comparable with industry standards and applicable regulations should be included within the total installation price(s) provided in the bid/response unless otherwise expressly stated therein, in which case any non-included costs shall be itemized together with an educated guess/estimate provided for obtaining such services/items not otherwise included in the total installation price actually bid.



# WASHINGTON COUNTY BOARD OF COMMISSIONERS

## AGENDA STATEMENT

**ITEM NO: 4**

**DATE: April 5, 2021**

**ITEM: Public Hearings: Washington County Planning Board, Mr. David Clifton, Chair and Mr. Allen Pittman, Washington County Planning & Inspections Director**

### **SUMMARY EXPLANATION:**

There will be a public hearing on three documents presented by the Washington County Planning Board. In accordance with NCGS 160-D, there are specific changes that need to be made. I have attached the following documents:

- Subdivision Ordinance
- Unsafe Buildings-Condemnation Ordinance
- Flood Damage Prevention Ordinance

These documents are in a 'track changes' format so you can see what was changed. We tried to make it easier to follow the substantive changes (not just all the formatting changes).

The Planning Board will continue to be on the agenda throughout the year as they are updating ordinances due to NCGS 160-D.

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The minutes from the Planning Board whereby they make recommendations on these ordinances are attached also.

The Planning Board will continue to be on the agenda throughout the year as they are updating ordinances due to NCGS 160-D.

Washington County Planning Board  
ZOOM – Virtual meeting  
February 18, 2021

**Present:** Steve Barnes; David Clifton, Chair; Katie Walker, Vice-Chair; Bunny Sanders; Beth Bradshaw; Mark Cagle; Mary Barnes; Allen Pittman, Planning Director; Ann Keyes, Board of Commissioners Representative; Connie Barnes, Clerk to Planning Board; Julie Bennett, Clerk to Board of Commissioners

**Call to Order:** Chair, David Clifton called the meeting to order at 1:07 and offered the **Invocation.**

Prior to proceeding to conduct any business, Julie Bennett, Clerk to the Washington County Board of Commissioners, read the statute allowing for the remote affirmation of Board members during the COVID-19 pandemic. She administered the Oath of Office to :

Beth Bradshaw

Katie Walker

David Clifton

Steve Barnes

Each of these members of the Board were approved by the Commissioners at their regularly scheduled meeting on February 1, 2021.

**Agenda:** Chair Clifton asked for a motion to approve the agenda. Steve Barnes offered a motion to adopt the published agenda; Bunny Sanders seconded; the motion carried without further discussion.

**Minutes:** A draft of minutes from the January 21, 2021 was distributed via e-mail to Board members for review. Mark Cagle offered a motion to approve the minutes as written; Steve Barnes seconded. With no further discussion, and unanimous vote, this draft was approved.

**New Business:**

*Election of Officers:* the Planning Board officers include Chair and Vice-Chair. The Secretary position has been historically filled by the Administrative Assistant to the Planning Director. It was noted that this could be changed by the Board if desired. There was no desire to change this arrangement at this time.

The floor was opened for nominations to fill the Chair position. Steve Barnes nominated David Clifton to remain in the seat as Chair; this was seconded by Katie Walker. No other nominations were offered. Calling for a vote, it was a unanimous decision; **Mr. David Clifton will remain as Chair.**

Chair Clifton called for nominations to the position of Vice-Chair. Mr. Steve Barnes offered Mrs. Katie Walker, if she would accept; Mary Barnes seconded the nomination. No additional nominations were made. Calling for a vote, it was a unanimous decision; **Mrs. Katie Walker will remain as Vice-Chair.**

*Conflict of Interest form:* Planning Director, Allen Pittman had provided via e-mail, a Conflict of Interest form for review by the Board. Statute 160-D requires each Planning Board member to sign a Conflict of Interest statement. Mr. Pittman asked Mrs. Bennett, Clerk to the Commissioners, to determine whether the Planning Board should use the form he provided (wording directly from 160-D) or to use the general statement used by the County. Mrs. Bennett stated the form provided by Mr. Pittman was aimed more at the duties and interests of Planning Boards specifically, and she suggested that one be used for this purpose. She will mail the form to the Board members for their signatures to be returned to her office.

*Discussion of 160-D updates:* Copies of ordinances reviewed and updated with 160-D considerations were distributed to Board members prior to the meeting via e-mail. These will need to be advertised for public review and adopted by the Board of Commissioners at a regularly scheduled meeting. Due to the advertising schedule, this will have to be brought before the Commissioners at their April 5, 2021 meeting. The following Ordinances were offered:

Sign Ordinance – Mr. Pittman reported that the sign ordinance presented needs to have an additional section: appeals and remedies. This section will refer to Article 10 of the zoning ordinance, so that all sections follow the same policy. He asked for any discussion or edits; hearing none, Chair Clifton asked for motion to send the Sign Ordinance (a part of the zoning ordinance) to the Commissioners for inclusion on their April 5 Agenda. Mark Cagle offered a motion to request approval of the Sign Ordinance with the addition of Appeals and Remedies to the Board of Commissioners at their April 5 meeting. The motion was seconded by Steve Barnes. There being no further discussion, the Chair called for a vote; all members voted in favor; the motion was carried.

Zoning Ordinance – Mr. Pittman stated the Zoning Ordinance has few changes to reflect 160D language. The one change to the ordinance, as discussed with County Attorney/Manager Potter is to establish a Board of Adjustments separate from the Planning Board and Commissioners, found in Article 10. After hearing no discussion, Steve Barnes offered a motion to request approval of the Zoning Ordinance as amended to reflect language required by 160D from the Washington County Board of Commissioners at their April 5 meeting. Mark Cagle seconded the motion. Calling for a vote, the Board voted unanimously in favor; the motion carried.

Condemnation Ordinance - Mr. Pittman reported the only change to the Condemnation Ordinance is the General Statute numbers. Mark Cagle offered a motion to request approval of the Condemnation Ordinance as required by 160D from the Washington County Board of Commissioners at their April 5 meeting. Mary Barnes seconded the motion. There was no further discussion. Chair Clifton called for a vote – all members answered Aye – the motion carried with no dissent.

Mr. Pittman will present the changes to Mrs. Bennett for inclusion on the April 5 agenda, and write the notice to be published in the Roanoke Beacon. This notice will name the Ordinances to be reviewed, and give the address and phone number of the Planning office if anyone has a question or wishes to review the Ordinances before it goes to the Commissioners. Mrs. Keyes, Commissioner representative, stated that although each municipality of Plymouth, Roper, and Creswell are required to make changes to their own Ordinances, the changes we are discussing and which will come before the Washington County Commissioners will not address any of the municipalities or their extraterritorial jurisdiction.

**Administrative Report:** Mr. Pittman reviewed the Permits/Receipts Report for January 2021.

Building Permit Fees	\$2,371.30
Zoning Permit Fees	\$ 50.00
Inspection/Reinspect	\$ 350.00
Homeowner Recovery	\$ 10.00
	<hr/>
Total collected	\$2,781.30

Total budgeted income for the fiscal year is \$45,000.00, so the department is below budget for year-to-date. Unfortunately for this department, there is no control of how many and what types of permits are issued – the Pandemic has halted some projects, and there is not anything we can do about creating additional revenue.

**Open Discussion:** Mrs. Keyes stated it is a pleasure to serve with the Planning Board as a representative of the Board of Commissioners. She also thanked Elizabeth Bradshaw for joining the Board, and thanked Katie Walker, Steve Barnes, and David Clifton for returning to the Board.

Mr. Pittman mentioned that on March 1, at 6:00pm, the Commissioners will be discussing three ordinances with reference to changes required by 160D:

Flood Damage Prevention Ordinance

Solar Ordinance

Subdivision Ordinance

Chair Clifton asked if the Board should have a presence at that meeting. Julie Bennett reported that having the Chair of the Planning Board present along with Mr. Pittman as the Department Head might be beneficial. Questions may be able to be answered during the meeting and not have to be brought back and forth for clarification. She stated all the Commissioners are behind plexi-glass, distanced, and admittance is limited to 10 people. Items are wiped down with disinfectant after each presenter. There are other technical options or ways to be included, we need to call to make arrangements with her office if face to face is not a comfortable solution.

Mark Cagle asked if there had been any flood complaints due to the amount of rainfall. There have not been specific complaints to this office, but it is expected we will see high water at the Cherry Road/Old Cherry Road/Mt. Tabor Road/Ambrose Road area, and several areas of farmland will be underwater if predictions are correct.

**Adjournment:** No further discussion was brought forth. Chair Clifton asked for a motion to adjourn; Katie Walker offered the motion; Bunny Sanders seconded; the motion carried. Chair Clifton adjourned the meeting at 2:45pm.

**Washington County  
Planning Board  
ZOOM Meeting  
January 22, 2021**

**Present:** Mark Cagle, David Clifton, Chair; Katie Walker, Vice-Chair; Steve Barnes Connie Barnes, Clerk; Ann Keyes, Commissioner; Allen Pittman, Planning Director; Elizabeth Bradshaw Arthur Howell, Roanoke Beacon

**Call to Order:** Chair, David Clifton, called the meeting to order at 1:07pm via Zoom, and offered the invocation. He welcomed Mrs. Ann Keyes and thanked her for her service to this Board. Mrs. Keyes represents the Board of Commissioners.

**Agenda:** Mr. Pittman requested additions to the Agenda, to include:  
Approval of Meeting Schedule  
Approval of Minutes from September, October, December  
Make-up of the Board

Mark Cagle offered a motion to approve the agenda with items added to include the approval of the schedule, minutes, and Planning Board appointments. Steve Barnes offered a second to the motion. The motion passed unopposed.

**Approval of Minutes:** Mark Cagle offered a motion to approve the old minutes collectively; September 17, 2020; October 15, 2020; and December 17, 2020, to include the schedule of meetings in 2021 which was posted along with the minutes. There was no meeting in November. Katie Walker seconded the motion, and the minutes were approved with no further discussion.

**New Business:**

**Discussion of 160-D Updates to set public Hearing for Board of Commissioners:**

Three Ordinances have been reviewed and drafted thus far, to bring all ordinances in compliance with the 160-D mandate. This correction and adoption requires a public hearing with the Washington County Board of Commissioners.

1. The Flood Ordinance - The Flood Ordinance was updated from the 2017 to the 2020 version which already included the updated language and general statute references.
2. The Subdivision Ordinance changes include language updates to make references to human beings gender neutral, and to address changes in the General Statute reference numbers.

3. Solar Ordinance – Change wording in the decommissioning bond. At the original writing, the decommissioning bond requirement was vague, as there were no insurance companies writing bond policies for solar companies. Companies have now been identified who will hold the bond. To take liability off of the County, wording has been changed to include the types of risks and required bond amount to be established in the Plan of Development. The minimum bond amount is generally \$10,000.00 of land disturbance. Mr. Pittman has reviewed this change with the County Manager/Attorney.

These are the first set of Ordinance which have been reviewed and written to comply with 160-D. Chair Clifton asked for a motion to send the Ordinances to the Board of Commissioners to hold the Public Hearing. Steve Barnes offered a motion to hold a Public Hearing with the Washington County Board of Commissioners on the subject of updating the Flood Ordinance, Subdivision Ordinance, and the Solar Ordinance to comply with the 160D Mandate, at their March 1, 2021 meeting. Katie Walker seconded the motion, which passed unanimously and without further discussion.

**Administrative Report:** Mr. Pittman reviewed the Permits/Receipts report for December 2020.

Total Job Cost reported was \$271,000.00.

Building Permit fees	\$ 2,672.10
Zoning Permit Fees	\$ 50.00
Inspection Fees	75.00
Homeowner Recovery Fees	10.00

Chair Clifton asked if we are on track for expected revenues for the fiscal period. Mr. Pittman will research and get that information back to the Board. [\$45,000.00 was budgeted] We are at:

Building Permit Fees	\$15,936.50
Zoning Permit Fees	\$ 650.00
Inspection Fees	\$ 1,425.00
Solid Waste Users	\$ 299.96
HomeOwner's Recovery	\$ 30.00

We have to consider the economic effect COVID-19 has had on our community as a relative factor.

Comment [CB1]:



**Make-up of Planning Board.** Several seats on the Board are expiring soon. Rosalind Shields resigned due to her business moving farther from home. She has recommended Elizabeth Bradshaw from Roper. Mrs. Bradshaw has experience in media and with sales. She is present today via Zoom, and expressed her willingness to serve on this Board.

Katie Walker's seat expired on December 31, 2020. She reported she is willing to serve another term of three years. David Clifton's and Steve Barnes's positions expire in March 31, 2021, and both have stated they are willing to sit another term.

Mark Cagle offered a motion to recommend appointment to the Washington County Planning Board the following names for a three-year term:

Elizabeth Bradshaw to December 31, 2023 (expires at Rosalind's original date)  
Katie Walker to December 31, 2023  
Steve Barnes to March 31, 2024  
David Clifton to March 31, 2024

Steve Barnes seconded the motion, and the motion passed with no further discussion. Mr. Pittman will send the recommendation in writing to the Clerk of the Washington County Commissioners for inclusion on the February 1, 2021 agenda for Boards and Committees approval.

Mr. Pittman reported he will continue to work on the 160D mandated updates, and there will be additional portions of the Ordinance for review and Public Hearings at next month's meeting.

**Open Discussion by the Board:** Mrs. Keyes thanked the Planning Board, and welcomed Mrs. Bradshaw. She clarified that the Public Hearing for the 160D Ordinance updates is requested for March due to advertising time limits, and that the recommendation for Board seats will be on the February agenda for the Commissioners.

Hearing no further questions or concerns, Chair Clifton asked for a motion to **adjourn**. Steve Barnes offered the motion. The meeting was adjourned at 1:35pm.



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NORTH CAROLINA

WASHINGTON COUNTY

SUBDIVISION ORDINANCE

ARTICLE I - INTRODUCTORY PROVISIONS

SECTION 1. TITLE

This Ordinance is entitled “Subdivision Ordinance for Washington County, North Carolina,” and may be cited as the “Subdivision Ordinance.”

SECTION 2. AUTHORITY AND PURPOSE

This Ordinance is adopted pursuant to Chapter 160D, Article 8, of the General Statutes of North Carolina for the purpose of establishing procedures and standards for the development and subdivision of land within the limits of the jurisdiction of Washington County in order to promote the public health, safety and general welfare of the County. It is designed to lessen congestion of the streets and highways; to further the orderly outlay and use of land; to insure proper legal description and proper documenting of subdivided land; to secure safety from fire, panic and other dangers; to provide adequate light and air; to prevent the overcrowding of land and avoid undue concentration of population; to facilitate adequate provisions for transportation, water, sewage, schools, parks, playgrounds, and other public requirements; and help conserve and protect the physical and economic resources of Washington County.

SECTION 3. REPEAL OF EXISTING SUBDIVISION REGULATIONS

Upon the date of adoption of this Subdivision Ordinance all provisions of the Subdivision Regulations of Washington County enacted on July 16, 1979, and thereafter amended, are hereby repealed, except for such sections expressly retained and restated herein.

SECTION 4. JURISDICTION

This Ordinance shall govern all subdivisions of land lying within Washington County except land within the subdivision jurisdiction of any municipality, unless such municipality shall have by resolution formally requested the County to enforce this Ordinance within the municipality’s jurisdiction.

## ARTICLE II - INCLUSIONS AND EXCEPTIONS

A “subdivision” means all divisions of a tract or parcel of land into two or more lots, building sites, or other divisions for the purpose of sale or building development (whether immediate or future) and includes all divisions of land involving the dedication of a new street or a change in existing streets; however, the following shall not be included within this definition nor be subject to the regulations authorized by this Ordinance.

- (a) The combination or recombination of portions of previously subdivided and recorded lots if (1) the total number of lots is not increased and (2) the resultant lots are equal to or exceed the standards of the County as required by this Ordinance;
- (b) The division of land into parcels greater than five (5) acres if no streets, roads, or right of ways are involved;
- (c) The public acquisition by purchase of strips of land for widening or opening streets; and
- (d) The division of a tract in single ownership whose entire area is no greater than two (2) acres into no more than three (3) lots, if no street right of way dedication is involved and if the resultant lots are equal to or exceed the standards of the County as required by this Ordinance.
- (e) The division of property belonging to the heirs of a single individual when such property is divided only for the settlement of the estate and not for sale as building sites.
- (f) Cemeteries.

### SECTION 2. PLATS NOT SUBJECT TO REGULATIONS

However, plats in these five categories, (a - f), shall have the stamp “THIS PLAT IS NOT SUBJECT TO SUBDIVISION APPROVAL” signed and dated by the Planning Coordinator, the Chairman of the Planning Board, or the County Manager before filing in the Office of the Register of Deeds, inasmuch as determination must be made as to whether or not the resultant lots are equal to or exceed the standards of the County as shown in this Ordinance.

## ARTICLE III - LEGAL PROVISIONS

### SECTION 1. DUTY OF SUBDIVIDER AND/OR AUTHORIZED AGENT

A plat must be prepared, approved, and recorded whenever the subdivision of and takes place, as defined in this Ordinance. The owner of land shown on a subdivision plat submitted for recording, or his/her authorized agent, shall sign a statement on the plat stating whether any land shown thereon is within the subdivision regulation jurisdiction of Washington County. This Ordinance prohibits the expansion of existing subdivisions by another owner without including the original lots.

### SECTION 2. DUTY OF REGISTER OF DEEDS

From the time that this Subdivision Ordinance is filed with the Register of Deeds of Washington County, no subdivision plat of land within the County's jurisdiction may be filed or recorded until it has been submitted to and approved by the appropriate board or agency, as specified in this Ordinance, and until this approval is entered in writing on the face of the plat by the chairman or head of the board or agency. The Register of Deeds of Washington County may not file or record a plat of a subdivision of land located within the territorial jurisdiction of Washington County that has not been approved in accordance with this Ordinance.

### SECTION 3. DUTY OF CLERK OF COURT

The Clerk of Superior Court may not order or direct the recording of a plat where such recording would be in conflict with Article III, Section 2.

### SECTION 4. PENALTIES FOR VIOLATION

Any person who is the owner, or the agent of the owner, of any land located within the jurisdiction of Washington County, subdivides his/her land in violation of the Subdivision Ordinance or transfers or sells land by reference to, exhibition of, or any other use of a plat showing a subdivision of land before the plat has been properly approved under Washington County's Subdivision Ordinance and recorded in the office of the Washington County Register of Deeds, he/she is guilty of a misdemeanor. The description by metes and bounds in the instrument of transfer or other document used in the process of selling or transferring land does not exempt the transaction from this penalty. The County, through its attorney or other official designated by the County Board of Commissioners, may enjoin illegal subdivision, transfer, or sale or land by action for an injunction, and/or an Order of Abatement.

Pursuant to N.C. General Statute 153A-123 as amended from time to time, a violation of any part of this Ordinance may result in civil penalties being assessed against the violator

in lieu of criminal penalties. When civil penalties are invoked in the County's discretion, the penalty will be assessed in an amount up to Twenty-five Dollars (\$25) per day for every day's violation payable to the Clerk of the Board of the County Commissioners. A citation shall be prepared and issued by the Planning Coordinator for the County and shall require payment within ten (10) working days of issuance. If the civil penalty is not paid within ten (10) working days of the service of the citation then the County has the option of collecting the civil penalty by a civil action in the nature of debt in the General Court of Justice of North Carolina.

As permitted by statute, the County may use any of the listed penalties for violation of the Ordinance on a non-exclusive basis.

#### SECTION 5. SEPARABILITY

Should any section or provision of this Ordinance be held void or invalid, it shall not affect the validity of any other section or provision of this ordinance which is not itself void or invalid.

#### SECTION 6. VARIANCES

Where, because of severe topographical or other conditions peculiar to the site, strict adherence to the provisions of this Ordinance would cause an unnecessary hardship, the Planning Board may authorize a variance to the terms of this Ordinance only to the extent that is absolutely necessary and not to an extent which would violate the intent of this Ordinance.

#### SECTION 7. APPROVAL OF PLAN

Approval of project transfers with owner of property.



## ARTICLE IV - DEFINITIONS

### SECTION 1. GENERAL

For the purpose of this Ordinance, certain terms and words used herein shall be used, interpreted and defined as follows:

- A. Arterial Street - A street connecting widely separated areas carry a large volume of traffic which may be fast, heavy or both. Arterial streets are sometimes referred to as “major thoroughfares”, “freeways”, etc. And are usually numbered State or Federal Highways.
- B. Authorized Agent - One who is acting as representative for, or by the authority of the subdivider.
- C. Board of Commissioners - The Board of County Commissioners; the governing body of the County of Washington, North Carolina.
- D. Building Setback Line - A line parallel to the front property line which establishes the minimum allowable distance between nearest portions of any Building, steps, eaves, gutters, and similar fixtures, and the street right-of-way line when measured perpendicularly thereto.
- E. CAMA - The Coastal Area Management Act of 1974 as amended.
- F. Collector Street - A street which serves as the connecting street system between local residential streets and the thoroughfare system.
- G. Corner Lot - a lot which occupies the interior angle at the intersection of two (2) street lines.
- H. Cul-de-sac - A short street having but one end open to traffic and the other end being permanently terminated and a vehicular turnaround provided.
- I. Dedication - To set apart by gift, one’s private property to some public use, made by the owner in writing and accepted for such use by or on behalf of the public in writing.

- J. Disclosure Statement - A statement prepared and signed by the subdivider and the buyer of the subject real estate, fully and completely disclosing the status (whether public or private) of the street upon which the lot fronts. The statement shall also include an explanation of the consequences and responsibility as to maintenance and construction of proposed streets.
- K. Double Frontage Lot - A continuous (through) lot of the same depth as the width of a block containing two tiers of lots which is accessible from both of the streets upon which it fronts.
- L. Easement - A grant by the property owner for use by the public, a corporation or person(s) of a strip of land for specific reasons.
- M. Frontage Road - A Street that is parallel to a full or partial access controlled street facility and functions to provide controlled access to adjacent land.
- N. Group Development - A group of two or more principal structures built on a single lot, tract or parcel of land of at least 40,000 square feet and designed for occupancy by separate families, business firms, or other enterprises as regulated by Article IX, Section 1, of this Ordinance.
- O. Local Road (Private Street) - A short private road with a fifty (50) foot right-of-way easement which is designed according to the MINIMUM CONSTRUCTION STANDARDS FOR SUBDIVISION ROADS as set forth by the Division of Highways of the North Carolina Department of Transportation except that said local road does not have to be paved. However, it must have an all-weather gravel surface.
- P. Lot - A portion of a subdivision or any other parcel of land intended as a unit for transfer of ownership, for development, or for leasing. The word "lot" includes the word "parcel" or "plot".
- Q. Lot of Record - A lot which is a part of a subdivision, a plat of which has been recorded in the Office of the Register of Deeds of Washington County prior to the adoption of this Ordinance, or a lot described by metes and bounds, the description of which has been so recorded prior to the adoption of this Ordinance.
- R. Major Modifications means a change in the scope of a project that does not qualify as a minor modification and will be subject to the same review as a new project.
- S. **Minor modification** means a change of a subdivision that does not increase the net built-upon area within the project or does not increase the overall size that have been approved for the project.
- T. Minor Street - A Street whose primary function is to provide access to abutting properties and is designed to discourage use by through traffic. Minor

streets may also be referred to as “neighborhood” streets.

- U. Official Maps or Plans (Land Development Plan or Comprehensive Plan) - Any maps or plans officially adopted by the County Board of Commissioners as a guide for the development of the County.
- V. Planning Board - The Planning Board of Washington County.

- W. Plat - A map or plan delineating a tract or parcel of land to be subdivided, land to be dedicated for public use, or right-of-way for street or utility purposes. The word “plat” shall include the terms “map”, “plot”, and “plan”.
- X. Plat, Final - A map of subdivision land prepared in a form suitable for filing of record with necessary affidavits, dedications, acceptances, and with complete bearings and dimensions of all lines defining lots and blocks, streets, public Areas, and other dimensions of land, as prescribed by this Ordinance.
- Y. Plat, Preliminary - A map of a proposed subdivision land showing the character and proposed layout of the tract in sufficient detail to indicate the suitability of the proposed subdivision of land, as prescribed by this Ordinance.
- Z. Reservation - A reservation of land not involving the transfer of property rights. It simply constitutes an obligation to keep property free from development for a stated period of time.
- AA. Shall - The word “shall” is always mandatory and not merely directory.
- BB. Single Tier lot - A lot which backs upon a limited access highway, a railroad, a physical barrier, or a non-residential use and to which vehicular access from the rear is usually prohibited.
- AA. Street (Public) - A public dedicated right-of-way for vehicular traffic constructed according to the MINIMUM STANDARDS FOR SUBDIVISION ROADS as set forth by the Division of Highways of the North Carolina Department of Transportation at the time the street is constructed.
- BB. Structure - Anything constructed or erected, the use of which requires more or less permanent location on the ground or which is attached to something having more or less permanent location on the ground.
- CC. Subdivider - Any person, firm, or corporation who subdivides or develops any land deemed to be a subdivision as herein defined.
- DD. Subdivision Review Committee - A committee consisting of three members, two Planning Board Members and the Planning Coordinator, which shall review minor subdivision plats for approval.

## ARTICLE V - SUBDIVISION REVIEW PROCEDURE

### SECTION 1. CATEGORIES

The following steps outline the requirements for subdivision plat approval. There are two categories for subdivisions and subdivision review included in this Ordinance-major and minor. Each is defined and the procedural requirements are included in Article V.

### SECTION 2. MINOR SUBDIVISION REVIEW PROCEDURE

#### A. Purpose

Provision for the minor subdivision review process has been developed within the context of this document in order to provide a more expeditious and convenient review for smaller developments that would be less likely to have extensive impact on nearby residents or other subdivisions, planned or developed.

#### B. Definition

For the purpose of this Ordinance, a minor subdivision shall be defined as a subdivision of land that:

1. Involves no more than four (4) lots and paving of roadway of 300' or more to the Department of Transportation's standards.
2. Does not involve any new streets or alteration of an existing street, except as allowed elsewhere in this Ordinance, or interfere with adequate prospective access to interior property; and
3. Does not require the creation of new drainage easements through lots in order to serve property at the rear of the tract; and
4. Creates no new or residual parcels that do not conform to the requirements or this Ordinance; and
5. Does not constitute an enlargement or extension of a previously approved minor plat above four (4) lots maximum. The fifth lot would constitute a major subdivision.
6. Includes contiguous land under single ownership.

C. Plat Review

When a minor subdivision is submitted for review, only a final plat need be presented for approval.

One (1) copy of the plat must be submitted to the Planning Coordinator for the County who will submit it to the Subdivision Review Committee. The Subdivision Review Committee will have ten (10) calendar days to review and act on the proposed subdivision, unless the subdivider consents to a time extension.

It shall be the duty of this Committee to insure that the following agencies have an opportunity to review and make recommendations concerning the proposed subdivision. If the following agencies have not submitted comments within five (5) Work days after receiving the plat, the Committee may consider the plat acceptable, unless an extension of time is agreed upon.

1. The Division of Highways District Engineer as to proposed roadways.
2. The Washington County Health Department or the North Carolina Department of Human Resources, Division of Health Services as appropriate, for proposed water and sewage systems.
3. The local CAMA Permit Officer to determine if the property lies within a designated Area of Environmental Concern and what permits are required.
4. The County Water Works Operator I as to proposed water service.
5. The County Soil Conservation Service Agent as to matters of topography and drainage.
6. Any other agencies or officials as the Subdivision Review Committee may deem necessary or desirable.

D. Information Required

The final plat shall include the information required under Article VI, Section 1. Any further information requested by the Subdivision Review Committee shall be submitted upon request.

E. Action

The Subdivision Review Committee shall approve, approve conditionally, disapprove, or refer the plat to the Planning Board for their approval.

1. If the final plat is found to be in compliance with this Ordinance and

has met the approval of the Subdivision Review Committee, it shall be certified for recording by a member of the Committee. The subdivider or his/her authorized agent shall file the final plat with the Register of Deeds of Washington County for recording within ninety (90) days after the approval by the Committee or such approval shall be void.

2. If the final plat receives conditional approval, the subdivider shall resubmit the plat to the Subdivision Review Committee for approval after the conditions have been met.
3. If the final plat is disapproved, the reasons for such action shall be recorded in writing and one (1) copy shall be sent to the subdivider and another to the Planning Board Chairman. The subdivider shall have thirty (30) days within which to appeal, in writing, to the Planning Board with notice to the Planning Coordinator for the County and the County Manager. The Planning Board shall have fifteen (15) working days to act on the appeal or the plat shall be deemed approved unless an extension of time shall be agreed upon by the subdivider or his agent.
4. If the Subdivision Review Committee is unsure as to proper application of this Ordinance to the proposed plat, or it finds the proposal is for a major subdivision, it may submit the plat to the Planning Board. In such cases, review shall take place within fifteen (15) days or the plat shall be considered approved, unless an extension of time is agreed upon in writing by the subdivider or his agent.
5. The Subdivision Review Committee shall present to the Planning Board at the regular meeting any plats which have been reviewed for their information.

### SECTION 3. MAJOR SUBDIVISION REVIEW PROCEDURE

#### A. Purpose

The major subdivision review process is lengthier and more involved due to the likely impact of a larger subdivision on surrounding areas and/or the proposal of new roadways which must be carefully reviewed. The extensive review process allows for determination and prevention of any adverse effects and assures quality development.

#### B. Definition

A major subdivision is a subdivision of five (5) or more lots.

C. Plat Review

1. Sketch Plan Review (Note: This sketch plan does not necessarily have to be drawn by a Registered Land Surveyor nor does it have to be staked out on the ground.)

(a) Information Required

When a subdivision is subject to the major subdivision review process, the subdivider shall present a sketch plan of the proposed subdivision to the Planning Coordinator for his/her review. It shall

Contain the following information:

- (1) Name of subdivision and its location by municipality, township, county, and state.
- (2) Vicinity map showing the relationship between the proposed subdivisions and neighboring tracts.
- (3) Proposed street right-of-way and lot layout.
- (4) Total acreage of tract to be subdivided.
- (5) Minimum lot size and total number of lots.
- (6) Location of all existing or proposed water and sewer lines and sizes, if applicable.
- (7) Approximate location of land to be dedicated or reserved for public or private use and the approximate amount of area.
- (8) The location of all designed Areas of Environmental Concern within the subdivision.
- (9) Any additional relevant information which would be supportive to the review process as required by the Planning Department.

b. Action

The Planning Coordinator for the County shall review and discuss with the subdivider his/her plans and determine whether more information is needed prior to presentation to the Planning Board. When sufficient information is available, the Planning Coordinator shall request that a preliminary plat be prepared by the subdivider.



## 2. Preliminary Plat Review

### (a) General

The subdivider shall submit two (2) copies of the preliminary plat and any supplementary materials to the Planning Office at least five (5) work days prior to the regularly scheduled meeting of the Planning Board, at which time the plat will be considered. The Planning Coordinator will place the preliminary plat on the Planning Board's agenda.

The agencies included in Article V, Section 2-C, shall have an opportunity to review and make recommendations concerning the proposed subdivision. Written comments from these agencies shall be presented to the Planning Board along with the preliminary plat. If comments have not been received within five (5) work days from the date the plat was received, the Planning Coordinator may consider the plat acceptable, unless an extension of time is agreed upon by all parties concerned.

### (b) Information Required

The preliminary plat shall depict or include the information required in Article VI, Section 1.

### (c) Action

After review of the preliminary plat, the Planning Board may approve the plat conditionally approve the plat or disapprove the plat. If the plat is conditionally approved or disapproved, then the subdivider may appeal the Planning Board's action to the Board of Commissioners. If the Planning Board approves the plat, the Board of Commissioners shall be provided with a copy of the approved plat for information purposes. Upon the expiration of six (6) working days following the approval of the preliminary plat by the Planning Board, the subdivider may proceed with preparation of the final plat and the installation of improvements. If the subdivider wishes to appeal a decision of the Planning Board disapproving a plat or conditionally approving a plat, such appeal shall be filed with the Clerk to the Board of Commissioners within fifteen (15) calendar days of the decision by the Planning Board. The Clerk to the Board of County Commissioners shall provide copies of the appeal to the members of the Washington County Board of Commissioners, the County Manager, the Planning Board Chairman, the County Attorney, and the Planning Coordinator within six (6) working days of the receipt of the appeal. The subdivider's appeal shall state specific grounds for the appeal. The

Board of County Commissioners shall hear appeals and review approval conditions at the next scheduled county commissioner's meeting. At the time the appeal is heard by the Board of County Commissioners, the subdivider, the Planning Board Chairman or his designee and the Planning Coordinator shall have the opportunity to comment on the plat orally or in writing. Said appeal shall not be a formal hearing. Within three (3) days after hearing the appeal, the Board of Commissioners shall approve or disapprove the preliminary plat. If the Board approves the plat, such approval shall be noted on three (3) copies of the plat. One (1) copy shall be retained by the Board of Commissioners, one (1) copy shall be retained in the Planning Office records and one (1) copy shall be given to the subdivider.

If the Board of Commissioners disapprove the preliminary plat, it shall give the subdivider the reasons in writing and one (1) copy of the plat and shall instruct the subdivider concerning possible re-submission of the plat to the Washington County Planning Board. Upon approval of the preliminary plat by Washington County Board of Commissioners, the subdivider may proceed with the preparation of the final plat, and the installation of or arrangement for required improvements in accordance with the approved preliminary plat and the requirements of this Ordinance. Preliminary plat approval shall in no way be construed as constituting an official action of approval for recording of the subdivision as required by this Ordinance.

### 3. Final Plat Review

#### (a) General

The final plat shall constitute only that portion of the preliminary plat which the subdivider proposes to record and develop at this time; such portion shall conform to all requirements of this Ordinance. No final plat shall be approved unless and until the subdivider shall have installed in that area represented on the final plat all improvements required by this Ordinance, or shall have guaranteed their installation as provided in Article VII Section 2.

#### (b) Information Required

(1) The final plat shall depict or contain the information required in Article VI, Section 1.

The appropriate certificate forms as set forth in Article VI, Section 2, shall appear on at least three (3) copies of the Final plat.

(2) The final plat shall be prepared by a registered land surveyor and/or engineer and shall be drawn in accordance with the approved preliminary plat.

(c) Action

The Planning Board shall within 15 days of submission, review the final plat as to compliance with the approved preliminary plat and shall take action on the final plat. Final approval will be based on compliance and such satisfactory completion of required improvements or posting of adequate security, guaranteeing completion.

The Planning Coordinator for the county shall check the final plat against the subdivision preliminary layout for

Accuracy, charging the costs to the subdivider if the plat is found to be in error. If a final plat has been recorded prior to installation of improvements due to improvement guarantees, the same procedure shall be followed when improvements have been completed.

The Planning Board shall approve or disapprove the final plat. Should the Planning Board approve the final plat, such approval shall be indicated on three (3) copies of the plat by the signed certificate of approval for recording, as set forth in Article VI, Section 2.

If the final plat is disapproved by the Planning Board reasons for such disapproval shall be stated in writing and one (1) copy shall be retained for the Planning Office records and one (1) copy shall be transmitted to the subdivider. If the final plat is dis-approved, the subdivider may make such changes as will bring the plat into compliance with this Ordinance and resubmit it to the Planning Board for review, or the subdivider may appeal the Planning Board's decision to the Board of County Commissioners, in writing within fifteen (15) days from the date of the Planning Board action, to the Clerk to the Board of Commissioners and the Planning Coordinator and the County Manager.

(d) Approval Does Not Constitute Acceptance of Dedications  
the approval of a plat in accordance with this Ordinance

shall not be deemed to constitute or affect the acceptance by the county, a governmental unit, or a public body of the dedication of any street or other ground, a public utility line, or other facility shown on plat. However, the Board of County Commissioners may by resolution, accept any dedication made to the public of lands or facilities for parks, public utility lines, or other public purposes, when the lands or facilities are located within its subdivision regulated jurisdiction.

## ARTICLE VI - REQUIRED INFORMATION FOR PROCESSING PLATS

SECTION 1. INFORMATION REQUIRED TO BE CONTAINED IN OR DEPICTED  
ON FINAL AND PRELIMINARY PLATS

## A. General

The preliminary and final plats shall depict or contain the relevant information included in this Article. Due to the provisional status of the preliminary plat, the certification requirements and plat standards vary from those of a final plat. The nature of the final plat as a permanent recorded document lends itself to a greater degree of accuracy and inclusion of various certificates.

## B. Size and Scale

All preliminary and final plats shall conform to the North Carolina Uniform Map Law as amended.

## C. Information Required

The preliminary and final plats shall depict or contain the information indicated in the following table. An "X" indicates that the information is required.

	INFORMATION REQUIRED	PRELIMINARY PLAT	FINAL PLAT
1.	The name of the subdivision	X	X
2.	A sketch vicinity map showing the relationship between the proposed subdivision and surrounding area at an appropriate scale	X	
3.	Site location	X	X
4.	A topographic map showing vertical contours every two (2) feet or less if the Planning Board so requests and USGS topographical information is not sufficient	X	
5.	Total acreage of tract to be subdivided as computed by the double meridian distance method with the location of previously subdivided lots within the tract.	X	X
6.	Name of township, county and state in which the subdivision is located	X	X
7.	Corporate limits, township boundaries, county lines, if on the subdivision tract	X	X
8.	The names addresses, and telephone numbers of all owners, mortgages, registered surveyors, land planners, and professional engineers responsible for the subdivision	X	X

9.	The registration numbers and seal of the professional engineers and registered surveyors		X	X
10.	Date of survey and plat preparation	X		X
11.	Scale denoted both graphically and numerically	X		X
12.	An accurately positioned north arrow tied into the North Carolina Grid System, true north or magnetic north showing the date of survey			
13.	The exact boundary lines of the tract to be subdivided, fully dimensioned by lengths and bearings, and the location of existing boundary lines of adjoining lands			X
14.	The names of adjoining property owners	X		X
15.	The boundaries of the tract or portion there-of to be subdivided distinctly and accurately represented with all bearings and distances shown	X		
16.	The names of any adjoining subdivision of record or proposed and under review	X		X
17.	Minimum building setback lines	X		X
18.	Existing buildings or other structures, water courses, railroads, bridges, culverts, storm-drains, both on land to be subdivided and land immediately adjoining	X		X
19.	Sufficient data to determine readily and reproduce on the ground the location, bearing and length of every street line, lot line, boundary line, block line, and building setback line, whether curved or straight. This should include the radius central angle, and tangent distance for the center line of curved streets and curved for the property lines that are not boundaries of curved streets. All dimensions shall be measured to the nearest one-hundredth of a foot and all angles to the nearest ten seconds.			X
20.	The blocks shall be numbered consecutively throughout the subdivision and the lots shall be numbered consecutively throughout each block.			X
21.	Wooded areas, marshes, swamps, rock outcrops, ponds or lakes, streams or stream beds and any other natural features affecting the site, including the location of known areas subject to flooding		X	

22.	Proposed roadways, existing and platted streets on adjoining properties and in the proposed subdivision, right of ways, pavement widths, approximate grades, design and engineering data for all corners and curves, and typical street cross sections	X	
23.	Street names and the location of street signs	X	X
24.	The location and dimensions of right of ways, utility or other easements	X	X
25.	The plans for utility layouts including sanitary sewers, storm sewers, water distribution lines, natural gas, telephone and electric service or plans for individual water supply systems and sewage disposal systems	X	X
25a.	The location of the appropriate number of solid waste container sites (major subdivision only)	X	X

The following items are to be attached to or presented with the appropriate plat to the Planning Board and/or the County Commissioners.

	PRELIMINARY PLAT	FINAL PLAT
INFORMATION REQUIRED (Continued)		
26. Letter of tentative approval of water supply and sewage disposal plans by appropriate county and state authorities	X	
27. Improvement Certificate or letter of approval for water and sewage systems by appropriate county and state authority		X
28. Certificate from the designated Coastal Area Management Act (CAMA) permit officer certifying whether the subdivision is located within an Area of Environmental Concern (AEC) (See Section 2)	X	X
29. Type of street dedication; all streets must be designated either “public” or “local road”	X	X

- |     |  |   |   |
|-----|--|---|---|
| 30. | Letter of approval from the Department of Transportation as to proposed roadway alignment and construction   | X |   |
| 31. | Letter of approval from the Department of Transportation stating whether the new roadway is constructed to appropriate state standards, and/or an improvements from the subdivider that the roadway will be constructed to appropriate state standards (See Section 2) |   | X |
| 32. | A copy of any deed restrictions or similar covenants   | X | X |
| 33. | A copy of the deed disclosure statement where proposed roadways are designated public” or “local road”   | X | X |
| 34. | The accurate locations and descriptions of all monuments, markers, and control points  |   | X |
| 35. | Any other information considered by either the subdivider, Subdivision Review Committee Planning Coordinator, Planning Board or Board of Commissioners to be pertinent to the review of the plat   | X | X |
| 36. | Linear error of closure shall not exceed one (1) foot per 7,500 feet. Angular error of closure shall not exceed twenty-five (25) seconds times the square root of the number of angles turned.   |   | X |
| 37. | Applicable Certificates in Article VI, Section 2   | X | X |



SECTION 2. CERTIFICATES TO BE APPLIED TO FACE OF PLAT

A. Preliminary Plat

- 1. The Washington County Board of Commissioners hereby approves, disapproves, this preliminary subdivision plat. This action shall In no way be construed as constituting approval for recording.

----- Date	----- Chair, Washington County Board of Commissioners
---------------	---

- 2. The area designated hereon is in part located within, is in totally located within, is not located within an Area of Environmental Concern and requires, does not require a CAMA Permit prior To construction of improvements.

----- Date	----- Coastal Area Management Act Permit Officer
---------------	--

B. Final Plat

- 1. I certify that the land as shown hereon is within the subdivision regulations jurisdiction of the County of Washington.

----- Date	----- Owner or Authorized Agent
---------------	------------------------------------

- 2. The public streets designated hereon are in accordance with the minimum standards of the Department of Transportation for acceptance of the subdivision street on the state highway system for maintenance. This certificate of approval shall not be deemed an acceptance of the dedication of such streets designated herein.

----- Date	----- District Engineer Division of Highways
---------------	--

3. State of North Carolina,-----County, I  
 (drawn under my supervision) from (an actual survey by me)  
 actual survey made under my supervision) (deed description  
 recorded in Book \_ \_ \_ \_ , Page \_ \_ \_ \_ ; Book \_ \_ \_ \_ , Page \_ \_ \_ \_  
 \_ :  
 etc.) (Other); that the ratio of precision as calculated by  
 latitudes and departures is that the boundaries not surveyed  
 are shown as broken lines plotted from information found in  
 Book \_ \_ \_ \_ , Page \_ \_ \_ \_ . This map was prepared according to  
 G.S. 47-30 as amended.  
 Witness my hand and seal this \_ \_ \_ \_ day of \_\_\_\_\_

-----  
 Surveyor or Engineer

North Carolina  
 Washington County

I, a Notary Public of the County and State of aforesaid,  
 certify that \_\_\_\_\_, a Registered Land Surveyor,  
 personally appeared before me this day and acknowledged the  
 execution of the foregoing instrument.

Witness my hand and official seal, this \_ \_ \_ \_ day of \_\_\_\_\_  
 -----,

-----  
 Notary Public

My commission expires:

4. I hereby certify that the subdivision plat shown hereon has been  
 found to comply with the Subdivision Regulations of Washington  
 County by the Washington County Planning Board and/or  
 Subdivision Review Committee and that it has been approved for  
 recording in the Office of the Register of Deeds.

-----  
 Date

-----  
 Date

-----  
 Chairman, Washington County Member, Subdivision Review  
 Planning Board Committee

5. The area designated hereon is in part located within, is in totality located within, is not located within, an Area of Environmental Concern, and appropriate permits have, have not been acquired by the subdivider.

-----  
Date

-----  
Coastal Area Management Act

## ARTICLE VII - IMPROVEMENTS REQUIRED AND MINIMUM STANDARDS OF DESIGN

### SECTION 1. GENERAL

Approval of the final plat by the Planning Board is subject to the subdivider having installed or guaranteed the improvements required in this Ordinance. Each subdivision shall contain the improvements in Article VII, unless otherwise approved by the Board of Commissioners through the variance procedures in Article III, Section 6, or otherwise stated in this Ordinance.

- A. Suitability of Land - Land subject to periodic flooding, irregular drainage conditions, excessive erosion or topographical and other reason unsuitable for residential use as determined by the appropriate board or agency, shall not be platted for residential use nor for any other use by a citizen that will continue or increase the danger to health, safety, or property unless the hazards can be and are corrected.
- B. Fill Areas - Areas that have been used for the disposal of solid waste or liquid waste shall not be subdivided into commercial or residential building sites. This shall include those areas that have been used for disposal of trash, demolition waste, chemical waste and other waste materials.

### SECTION 2. IMPROVEMENTS INSTALLATION AND GUARANTEES

Final Plats of subdivisions may be approved by the Planning Board after the subdivider has complied with one of the following procedures:

- A. All required improvements have been installed by the subdivider in accordance with the requirements of this Ordinance; or
- B. A surety bond or certified check has been posted by the subdivider payable to the County upon default, in an amount determined by the Planning Board to assure installation of the required improvements. The improvements thus guaranteed shall be installed by the developer within three (3) years of the posting of the surety bond or certified check with the possibility of reasonable extensions in the discretion of the Planning Board. If the developer has not installed the improvements within the allotted time, the County shall take necessary steps to proceed with the accomplishment and completion of the improvements, making use of the certified check or calling upon the surety of the bond; or

C. An irrevocable letter of credit, and a form approved by the County Attorney, issued by a bank or other lending institution or a deposit of funds in the escrow may be accepted in lieu of bond or check under the same terms and conditions; or

D. Defects Guarantee

The Planning Board shall require an irrevocable letter of credit or surety bond approved by the County Board of Commissioners guaranteeing utility taps, drainage facilities, water and sewer lines, and other improvements against defects for one (1) year. This bond or letter of credit shall be in an amount determined by the Planning Board's designated agent to be sufficient to guarantee repair to any defective improvements.

E. Certificate of Dedication and Maintenance

The subdivider shall certify the dedication of all improvements as follows:

- 1) That all property and improvements are owned by the subdivider and free of any encumbrance or lien except as enumerated;
- 2) That the subdivider has freely dedicated or reserved all required right of way easements, streets, utilities, open spaces, or other improvements to public or private use as noted on the improved preliminary plat and has freely established minimum building setback lines;
- 3) That the subdivider shall be responsible for the maintenance of all improvements until either said improvements are taken over by the appropriate public agency or arrangement satisfactory to the Planning Board have been made for maintenance of said improvements;
- 4) That the subdivider has prepared a disclosure statement pursuant to Chapter 136 of the North Carolina General Statutes and this Ordinance that discloses the ownership and maintenance responsibilities for all streets or rods within the subdivision.

This certificate shall be filed with the final plat, except when improvement guarantees are used, said certificate shall be filed with the Planning Board when improvements are completed and forwarded to the Register of Deeds to be recorded either with the final plat or as a separate document. In any and all events, the disclosure statement must be submitted to the Planning Board with the final plat.

### SECTION 3. LOT DESIGN STANDARDS

- A. Lot size, shape, and location shall be made with due regard to topographic conditions, contemplated use, and the surrounding area.
- B. Every lot shall front on or about a public dedicated right of way, or a local road where authorized by this Ordinance.
- C. Double frontage or reverse frontage lots shall be avoided except where necessary to separate residential development from through traffic or nonresidential use.
- D. Lot width at the right of way shall not be less than 35'.
- E. Corner lots for residential use shall have an extra width of 15' to allow adequate building setback from side streets.
- F. Required minimum lot size shall be 30,000 square feet, Minimum lot width at the 35' setback building line shall be 140'.
- G. The minimum building setback line, or the distance between the subdivision street or local road right-of-way line and the building line shall be not less than thirty-five (35) feet. On arterial streets, the building setback line shall not be Less than fifty (50) feet.

### SECTION 4. UTILITIES

All lots to be subdivided must be served by on site wells and septic tank systems or public sanitary sewer and water facilities.

- A. Individual on site wells and septic tank systems
  - 1. Wells shall be located and constructed based on the regulations as promulgated by the Division of Health Services of the North Carolina Department of Human Resources and administered by the local Health Department Sanitarian.
  - 2. Septic tanks and other sewage facilities shall comply with all applicable state and county public health laws and regulations.
- B. Public Water Facilities

Upon submittal of a preliminary plat, plans and specifications shall be provided by the subdivider to the Planning Office showing necessary water mains and items accessory to each that lie wholly within the rights of way in the subdivision. After approval of the preliminary plat and these plans and specifications by the Planning Board or County Commissioners and the applicable agencies,

installation of the improvements by the subdivider can begin. The Planning Coordinator for the County or his/her agent shall act as inspector to see that all the proper plans and specifications are faithfully carried out. Where existing water mains are within five hundred (500) feet, proposed water mains shall connect with the existing system in accordance with prescribed specifications. Where water mains are not within five hundred (500) feet but plans have been formulated for their installation, the water mains may be required at the Board's discretion. Where water mains are not within five hundred (500) feet, and plans do not exist, the installation of such facilities will not be required.

Where water mains are not within five hundred (500) feet, and plans do not exist for their extension to within five hundred (500) feet of the subdivision, the subdivider may use a private water system approved by the Washington County Health Department and other authorizing agencies. The total cost of any water distribution improvements and accessories is to be paid by the subdivider.

C. Sanitary Sewer and Water Facilities for Subdivisions in Municipalities Within the Jurisdiction of this Ordinance

The subdivider shall install water and sewer utilities in keeping with County and Municipal specifications. The County or Municipality shall not provide water and sewer services to the subdivision unless the applicable specifications are adhered to.

Plans and specifications shall be furnished to the Town Manager and County Manager for the installation of necessary sanitary sewer lines, water mains and items accessory to each that lie wholly within the public right of way in the subdivision. After approval of these plans and specifications by the Town Manager or designee, County Manager, and other authorizing state agencies, installation can begin under periodic inspection. The Director of Inspections or

his agent shall act as inspector to see that all plans and specifications are faithfully carried out. County mains shall be installed to conform with and to tie into the County or Municipal system prior to the paving of any streets involved.

The total cost of the sanitary sewer and water distribution improvements and accessories thereto designed to connect with and become a part of an existing sanitary sewer or water distribution system is to be borne by the subdivider.

#### SECTION 5. SEDIMENTATION AND EROSION CONTROL

Persons engaged in land-disturbing activities shall take all reasonable measures to protect all public and private property from damage by such activities. When any land-disturbing activity is to be undertaken on a tract where more than one contiguous acre is to be uncovered, the subdivider is required to follow the North Carolina Sedimentation and Erosion Control Plan.

#### SECTION 6. BLOCKS

The lengths, widths, and shapes of blocks shall be determined with due regard to: provision of adequate building sites suitable to the special needs of the type of use contemplated; requirements as to lot sizes and dimensions; needs for vehicular and pedestrian circulation, control, and safety of roadway traffic; limitations and opportunities of topography; and convenient access to water areas.

- A. Length - Blocks shall not be less than four hundred (400) feet (unless a local road is permitted); nor more than eight hundred (800) feet in length.
- B. Width - Blocks shall have sufficient width to allow two (2) tiers of lots of minimum depth except where single-tier lots are required to separate residential development from through vehicular traffic or another type of use, or when abutting a water area.



## SECTION 7. ROADWAY IMPROVEMENTS

- A. Access to lots or parcels formed by the division of a tract of land meeting the criteria of a minor subdivision may be served by a “local road “, with the following provisions:
1. Such road shall have a private right of way easement of fifty (50) feet extending to the nearest State maintained road if physically feasible.
  2. Such road shall be designed according to accepted policies of the North Carolina Department of Transportation, and must have an all-weather gravel surface.
  3. The alignment of such road shall meet applicable standards of the North Carolina Department of Transportation.
  4. The addition of a fifth lot to a minor subdivision served by a local road will constitute a major subdivision and at that time, the local road will be required to be paved to Department of Transportation specifications in existence at the time of the expansion of the subdivision.
  5. Each deed describing a lot within a minor subdivision, served by a local road, shall have an accompaniment, a disclosure statement, clearly stating that the local rod serving said lot is private in nature, and is not constructed to present standards of the North Carolina Department of Transportation for admission to the State Highway System, thus is not eligible for state maintenance. It shall reveal the party or parties responsible for maintenance and shall further state that Washington County has no liability to provide any maintenance or improvement assistance for said road.

In addition, this document shall disclose the conditions upon which local roads are permitted in a minor subdivision. Before any conveyance is made from any of the four (4) lots allowed, which would bring the subdivision size to five (5) lots, the local road meet the standards as Set out in Section B below for public roads serving major subdivisions.

The above information shall be documented in a manner acceptable To the Planning Board, the Planning Coordinator and the County Attorney shall be a condition upon which approval of a final plat will be based.

6. Restrictive covenants shall be recorded along with the deed of each lot

Fronting on a local road. The covenants shall embody the restrictions in the Washington County Ordinance in reference to local roads serving minor subdivisions. All or that part of the restrictive covenants dealing with local roads shall be approved by the Planning Board, Planning Coordinator and the County Attorney shall be a condition upon which approval of a final plat will be based.

7. Local roads for minor subdivisions shall be designed so that all driveways enter the local road rather than the adjoining state maintained road.
  
- B. Access to lots or parcels formed by a tract of land constituting a major development, including the enlargement of a previously approved minor development above the four (4) lots maximum, shall meet the present design and construction criteria as referenced in SUBDIVISION ROADS, MINIMUM CONSTRUCTION STANDARDS, published periodically by the North Carolina Department of Transportation. The following shall be considered the acceptable minimum standards of design for new subdivision streets and in no case shall be less than those of the North Carolina Department of Transportation as referenced above.
  1. In any new major subdivision, the street layout shall conform to the arrangement, width, and location indicated by official Plans or maps for Washington County, North Carolina. In areas for which such plans have not been completed, the streets shall be designed and located in proper relation to existing and proposed streets, to the topography, to such natural features as streams and tree growth, to public convenience and safety, and to proposed use of land to be served by such streets. Any new proposed subdivision street shall be paved according to the Department of Transportation standards for such streets.

Streets in major subdivisions should be designed so that all driveways connect with the new streets in the subdivision rather than with the adjoining state maintained road.

- (A) Minor thoroughfares, local streets and cul-de-sacs shall be so laid out that utilization by through traffic will be discouraged.
  
- (B) All new proposed street systems within a subdivision shall be coordinated within the existing street or road system surrounding said subdivision.

- (C) Where in the opinion of the Planning Board, it is necessary to provide for future street access to an adjoining property, proposed streets shall be extended by platting to the boundary of such property and temporary turnaround shall be provided.
  - (D) When a subdivision abuts a major thoroughfare or principal arterial street, the subdivider may be required to construct A frontage road, or reverse frontage on a minor street for the lots to be developed adjacent to the thoroughfare.  
Where reverse frontage is established, private driveways shall be prohibited from having direct access to the thoroughfare.
  - (E) Street names which duplicate or are phonetically similar to existing street names in the County shall be prohibited.  
A proposed street which is in alignment with an existing street shall bear the name of the existing street.
  - (F) When a tract of land is subdivided into lots which are larger than the norm, the lots will be designed and arranged so that they allow for future opening of streets and further logical subdivision.
2. All new streets other than local roads meeting the standards of this Ordinance, shall be designated public dedicated right of way. Each shall be dedicated as public streets accessible to the public at large.
- (A) The provision of street right of ways shall conform and meet the requirements of the adopted Thoroughfare Plan for applicable municipalities and shall meet the specifications set out by the Division of Highways of the North Carolina Department of Transportation in rural planning areas under the auspices of this Ordinance.
  - (B) The urban planning areas shall consist of that area within the urban planning boundary with appropriately adopted Thoroughfare Plans.
  - (C) The rural planning area shall be that area outside the urban planning boundary without adopted Thoroughfare Plans.

3. Right of way widths, measured from lot line to lot line shall be as wide as existing streets to be extended, as specified in an applicable Thoroughfare Plan or as set out in SUBDIVISION ROADS, MINIMUM CONSTRUCTION STANDARDS, published periodically by the North Carolina Department of Transportation, whichever is more restrictive.

The subdivider must secure the entire right of way width for dedication purposes.

4. Proposed streets shall be adjusted to the contours of the land so as to produce streets having gradients which provide for safety, proper drainage, and usable lots.
5. Street shall be laid out so as to intersect as nearly as possible at right angles and no street shall intersect any other street at an angle less than 75 degrees.
  - (A) Intersection of-sets are to disallow. Intersections which cannot be aligned should be separated by a minimum of 125' between centerlines for safety purposes.
  - (B) Minimum site distance shall be determined by Department of Transportation standards.
6. Horizontal, vertical, and reverse curves shall be designed by the subdivider according to standards of the Department of Transportation and in the interest of public safety and general welfare. Factors to be considered, among others, shall be the type and importance of the street, sight distance, anticipated traffic volume and design speed.
7. Cul-de-sacs shall have a vehicular turn around area with a right of way diameter of one hundred (100) feet. Cul-de-sacs shall not be used to avoid connection with an existing street or to avoid the extension of an important street in an adjoining area.
8. Frontage Road - When a subdivision abuts or contains a fully or partially controlled access facility, whether existing or proposed, a frontage road may be required by the Planning Board.

9. Signs

- (a) Street name signs - Appropriate street name signs which meet Department of Transportation regulations and conform to the size, color, and design of road signs presently used by Washington County or the applicable municipality shall be installed by the developer at all street intersections.
  - (B) Stop and Yield Signs - Stop and yield traffic signs shall be installed by the developer at appropriate street intersections as required by the Division of Highways. Any supplemental signs deemed necessary to public safety and welfare by the Planning Board shall also be required to be installed.
10. Industrial Access or Commercial Complex Roads - The minimum construction standards for industrial access road requests or for commercial shopping centers and apartment complexes will be reviewed individually by the Department of Transportation. The construction standards for pavement design will be in line with expected usage.

SECTION 8. EASEMENTS

- A. The subdivider shall convey easements to the County or appropriate utility company for both underground and overhead utility installation. Easements shall be as required by the County or utility companies and normally centered along rear or side lot lines.
- B. Where a subdivision is traversed by a water course, drainage way, channel or stream, there shall be provided a stormwater easement or drainage right of way as will be adequate for the purpose of managing stormwater runoff in a manner that will safeguard the health and property of the citizens of Washington County.

## SECTION 9. PERMANENT REFERENCE POINTS

Prior to the approval of the final plat, permanent reference points shall have been established in accordance with the requirements set forth in this Section.

- A. Subdivision Tie Points - At least two points of the subdivision not over eight hundred (800) feet apart shall be designated by course and distance (tie) from a readily discernible reference marker. If a corner is within two thousand (2,000) feet of a U.S. Geodetic Survey or N.C. Grid System coordinated monument, or Washington County coordinated system, if such exists, then this corner shall be marked with a monument so designated by computed X & Y coordinates which shall appear on the map with a statement identifying this Monument to an accuracy of at least 1: 10,000. When such a monument is not available, the tie shall be made to some pertinent and readily recognizable landmark or identifiable point, physical object or structure. However, if in the opinion of the Planning Board, a subdivision is of such small size, or if there is an existing tie within a reasonable distance of the subdivision, this shall not be required.

Each marker shall have embedded in its top or attached by suitable means, a metal plate of non-corrosive material and marked plainly with the point, the surveyor's registration number, the month and year it was installed, and the word "marker", "monument", or "control corner". A marker shall be set thirty (30) inches in the ground, unless this requirement is impractical because of unusual conditions. In flood zones set out in the FEMA Rate Index Maps, one (1) marker in each subdivision is required to have its elevation recorded on the metal plate.

- B. Property Markers - A steel or iron pipe or the equivalent of not less than three-fourths (3/4) inches in diameter and at least thirty (30) inches in length shall be set at all corners, except those located by monuments. A marker shall also be set at a point of curve, and point of tangency, unless a monument has already been placed at said points.
- C. Accuracy - The allowable angular error of closure and the linear error of closure for surveys shall be in accordance with North Carolina General Statutes 47-30 as amended.

ARTICLE VIII - PUBLIC FACILITIES

SECTION 1. PROVISIONS FOR RECREATION AREAS

Every subdivider who subdivides or develops a major subdivision on a natural waterway shall reserve a portion of such land for the purpose of recreation to serve the residents of the subdivision.

**ARTICLE IX- PERMIT CHOICE**

An applicant shall not be made to wait for final action on the proposed change before proceeding if the applicant elected determination under prior rules. (G.S. 143-755; G.S. 160D-108(b).)

If a local development regulation changes after an application is submitted, the applicant may choose the version of the rule that applies; but may require the applicant to comply with new rules if the applicant delays the application for six months. (G.S. 143-755; G.S. 160D-108(b); S.L. 2019-111, Pt. I.)

An application for one development permit triggers permit choice for permits under any development regulation; such permit choice is valid for eighteen months after approval of the initial application. (G.S. 143-755; G.S. 160D-108(b); S.L. 2019-111, Pt. I.)

This ordinance is bound by the requirements of G.S. 160D. All applicable requirements of the statute shall apply

This Ordinance shall take effect on and after 12:01 a.m. July 1, 2021

Duly adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

\_\_\_\_\_  
William R. "Bill" Sexton, Jr., Chair  
Washington County Board of Commissioners

**ATTEST:**

\_\_\_\_\_  
Julie J. Bennett, CMC, NCMCC  
Clerk to the Board

**WASHINGTON COUNTY  
UNSAFE BUILDINGS & STRUCTURES  
PUBLIC NUISANCE ORDINANCE**

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**SECTION – 1        DEFINITIONS**

The following words, terms, and phrases, whenever used in this ordinance, whether capitalized or not, shall have the meanings specifically ascribed thereto:

- (A) **Public Nuisance:** means any activity or failure to act that adversely affects the public and shall include, but is not limited to, any condition which poses an immediate and direct hazard to human health if left unheeded due to the existence of the condition itself or due to the immediate threat of transmission of disease through insects, animals, or other means of transmission or infections.
- (B) **Building or Structure:** includes within its meaning any subpart or portion thereof

**SECTION – 2        POLICY & JURISDICTION**

- (A) **Purpose:** This ordinance is enacted to protect the health, safety, and general welfare of the people of Washington County pursuant to the powers granted under applicable law.
- (B) **Objectives:** The principal objectives of this ordinance are:
  1. To prevent injury and illness to occupants of property and the public by causing the removal and abatement of unsafe and condemned buildings and structures constituting public nuisances in order to assure that the public is not unnecessarily exposed to the dangers thereof.
  2. To establish countywide standards, due process, and responsibilities for the involved parties related to the removal and abatement of such unsafe and condemned buildings



and structures constituting public nuisances.

- (C) **Jurisdiction:** This ordinance shall apply to all property located within the Washington County Zoning Jurisdiction.

### SECTION – 3 UNSAFE STRUCTURES PROHIBITED AS PUBLIC NUISANCES

- (A) Pursuant to [NCGS § 160D-1119](#), the county building inspector shall declare as unsafe, and shall condemn any building or structure, partially destroyed or otherwise, which is found by the building inspector to be especially dangerous to life because of its liability to fire, bad conditions of walls, overloaded floors, defective construction, decay, unsafe wiring or heating system, inadequate means of egress, hazardous conditions, or other causes.
1. Any such declaration by the building inspector shall be deemed an order of condemnation for the purposes of this ordinance and applicable laws, and the building inspector shall have authority, and it shall be his/her duty to take appropriate action, to have the unsafe conditions corrected or removed as herein provided.
  2. Additionally, any building or structure so declared as unsafe and condemned, shall be considered and deemed to constitute a public nuisance for the purposes of this ordinance, for as long as the unsafe conditions giving rise to such declaration and condemnation remains uncorrected and unabated.
- (B) The creation or maintenance of any condition constituting a public nuisance under this ordinance is hereby specifically prohibited.

### SECTION – 4 REMOVAL AFTER CONDEMNATION

- (A) **Duty of Owner:** Whenever any building or structure has been condemned by the building inspector, and the existence of such building or structure in a dilapidated state of disrepair or other substandard condition is found and determined by the building inspector or, upon appeal from or report by the building inspector as hereafter provided, by the county commissioners, to be dangerous to life, health or other property, or is in such condition as to constitute a fire safety hazard or public nuisance, the owner or owners of such building or structure shall be required to demolish and remove the same, and remedy such conditions under the regulations and procedures herein provided.
- (B) **Authority of County on failure of owner:** In the event such owner fails or refuses to do so within the time directed by the building inspector or by the county commissioners, as herein provided, the county commissioners may, in their judgment, cause the same to be demolished and removed, or may take such other steps as they may find to be necessary to suppress and abate the public nuisance and remove the fire and safety hazard and the danger to life, health, or other property found to exist, and may specially assess the cost and expense of doing such work against the lot of land on which the building or structure

is located. Such costs may be collected and enforced in the same manner as unpaid taxes.

## **SECTION – 5 NOTICE & HEARING**

- (A) Before any building or structure may be ordered to be demolished and removed as provided in this ordinance, the building inspector shall notify the owners thereof, in writing, by certified or registered mail to the last known address of such owner, or by personal service of such notice by the building inspector or his assistant or by posting notice as hereinafter provided, that such building or structure is in such condition as appears to constitute a fire or safety hazard, or to be dangerous to life, health, or other property, or to be a public nuisance, and that a hearing will be held before the building inspector at a designated place and time not less than ten (10) days after the date of such written notice, at which time and place the owner shall be entitled to be heard in person or by counsel upon all legal or factual questions relating to the matter and shall be entitled to offer such evidence as they may desire which is relevant or material to the questions sought to be determined or the remedies sought to be effected.
- (B) If the name or whereabouts of the owner cannot, after due diligence, be discovered, the notice herein referred to shall be considered properly and adequately served, if a copy therefore is posted on the outside of the building or structure in question at least ten (10) days prior to the date fixed for the hearing and a notice of the hearing is published on time in a newspaper having general circulation in the county at least one week prior to the date fixed for such hearing. Such notice shall state the address or location of the building or structure and the time, place and purpose of the hearing.

## **SECTION – 6 ORDER TO REMEDY OR DEMOLISH**

- (A) If, upon such hearing, the building inspector shall find that the building or structure in question is in such a dilapidated or substandard state of disrepair as to constitute a fire or safety hazard or to be dangerous to life, health or other property or is a public nuisance, he/she shall make an order in writing, directed to the owner of such building or structure, requiring the owner to remedy such conditions so found to exist by demolishing and removing such building or structure or taking such other steps as may be necessary to abate the public nuisance and remove the hazards, within such period, not less than sixty (60) days, as the building inspector may prescribe.

## **SECTION – 7 APPEALS – FINALITY OF ORDER NOT APPEALED**

- (A) The owner of any building or structure ordered by the building inspector to be demolished and removed, or who is directed by the building inspector to take any other steps to abate a nuisance or remove hazards found by the building inspector to exist, shall have the right of appeal from such orders to the county commissioners, provided, that such owner gives notice of appeal to the building inspector at the time of the hearing at which the order is made, or, within ten (10) days after such order is made, files with the building inspector, a written notice of such appeal. Notice of appeal shall state the grounds therefore.

- (B) Unless an appeal is taken within the time and in a manner herein prescribed, the action of the building inspector shall be deemed final, subject only to such action as the county commissioners may take as herein elsewhere provided. Where an appeal has been properly taken and notice thereof given in accordance with the provisions of this section, it shall be the duty of the building inspector to report the same to the county clerk who shall cause the matter to be placed on the agenda for action by the county commissioners at its next regular meeting.

**SECTION – 8           REPORT WHEN OWNER FAILS TO COMPLY**

- (A) In the event the owner does not appeal from the final order or direction of the building inspector requiring that the building or structure be demolished and removed or the taking of such other steps as may be required to abate the nuisance and remove the hazards, and fails or refuses to comply with such order and direction, it shall be the duty of the building inspector to file a written report thereof with the county clerk who shall cause such report to be placed on the agenda of action by the county commissioners at its next ensuing regular meeting.
- (B) The building inspector shall mail a copy of such report by certified or registered mail to the owner at his last known address, or have a copy of said report delivered to such owner. Such report shall specify the date of the meeting of the county commissioners for which the matter will be docketed for action.

**SECTION – 9           ORDER BY COUNTY COMMISSIONERS**

- (A) In all cases referred to in this article which reach the county commissioners for action, either upon appeal of the owner from the ruling of the building inspector, or upon report of the building inspector that the owner fails or refuses to comply with his order or direction, the county commissioners shall hear the matter, and if it finds and determines that the building or structure in question is in such a dilapidated or substandard state of disrepair as to constitute a fire or safety hazard, or to be dangerous to life, health, or other property, or is a public nuisance, and that the owner of such building or structure has failed or refused to abate the nuisance and has failed or refused to have such building or structure demolished and removed, or has failed or refused to take such other steps as may be necessary to abate the nuisance and remove the hazards found to exist, it may cause the demolition and removal of such building or structure to be done, or effect such other remedies as may be necessary to abate the nuisance and remove the hazards, and specifically assess the cost of such work against the lot or parcel of land on which the building or structure was situated. Any such assessment shall constitute a specific lien upon said lot or parcel of land, which may be collected and enforced in the same manner as unpaid taxes.

**SECTION - 10            PUBLICATION OF POSTED NOTICE REQUIRED**

- (A) In cases in which the building inspector has been unable to give the owner actual notice of hearing in the manner hereinabove provided, and has given such notice by posting and publishing the same as authorized in this ordinance, and the owner has failed or refused to comply with the order or direction of the building inspector to demolish and remove the building or structure, or take such other remedial action as will remove hazards, and such case is referred to the county commissioners for action, the county commissioners shall, before taking action, cause to be posted on the outside of the building or structure in question at least ten (10) days prior to the date fixed for the hearing, and published one time in a newspaper having general circulation in the county at least one (1) week prior to the date fixed for such hearing, a written notice stating the address or location of the building or structure involved and the time, place and purpose of the hearing and such other information as the county commissioners may deem advisable.

**SECTION - 11            PRESUMPTION OF PUBLIC DANGER**

- (A) In all cases in which the county commissioners, under authority of this ordinance, causes the demolition and removal of any building or structure to be carried out, or directs such other remedial steps to be taken as may be necessary to abate the nuisance and remove the hazards, it shall be conclusively presumed that the public nuisance and the fire safety hazard and danger to life, health or other property, created and maintained by the continued presence of such building or structure in such condition as is found to exist, constitute a clear and present danger amounting to a situation of emergency involving the public health, safety and general welfare, which requires entry upon private property for the summary abatement and removal of such danger, in the public interest

**SECTION - 12            FAILURE TO COMPLY WITH ORDERS, PENALTIES,  
CONTINUING VIOLATIONS.**

- (A) **Misdemeanor:** It shall be unlawful for any person to willfully fail or refuse to comply with any final order or direction of the building inspector or county commissioners made by virtue and in pursuance of this ordinance, and any person violating this ordinance shall, upon conviction, be punished as provided by Section 14-4 of the General Statutes of North Carolina for the violation of municipal ordinances, and every day such person shall willfully fail or refuse to comply with any final order or direction of the building inspector or county commissioners made by virtue and in pursuance of this article shall constitute a separate and distinct offence
  
- (B) **Chronic Violators:** Notwithstanding any other provision herein to the contrary, and in addition to, and not in lieu of, any other enforceable rights or remedies, pursuant to NCGS § 153A-140.2 Annual notice to chronic violators of public nuisance ordinance: *A county may notify a chronic violator of the county's public nuisance ordinance that, if the violator's property is found to be in violation of the ordinance, the county shall, without further notice in the calendar year in which notice is given, take action to remedy the violation, and the expense of the action shall become a lien upon the property and shall*

*be collected as unpaid taxes. The notice shall be sent by certified mail. A chronic violator is a person who owns property whereupon, in the previous calendar year, the county gave notice of violation at least three times under any provision of the public nuisance ordinance.*

**SECTION - 13        OTHER PROVISIONS**

- (A) **Effective Date:** This ordinance shall be in full force and effect July 2, 2021.
- (B) **Severability:** If any provision(s) of this ordinance shall be deemed by a court of law having jurisdiction over such matters to be unenforceable, invalid, or unconstitutional for any reason, such determination shall not affect the validity of this ordinance as a whole or any part hereof that is not specifically determined and declared thereby to be unenforceable, invalid, or unconstitutional.
- (C) **Conflict of Laws or Ordinance Provisions:** Whenever the regulations of this ordinance conflict with one another, or with the requirements of any other statute, the more restrictive regulation shall be deemed to control and govern.

**This Section shall be in compliance with GS 160D requirements as amended from time to time. This ordinance shall become effective on July 1, 2021.**

**THIS ORDINANCE ADOPTED** this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
William R. "Bill" Sexton, Jr., Chair  
Washington County Board of commissioners

ATTEST:

\_\_\_\_\_  
Julie J. Bennett, CMC, NMCCC  
Clerk to the Board

# **FLOOD DAMAGE PREVENTION ORDINANCE**

## **Non-Coastal Regular Phase**

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# FLOOD DAMAGE PREVENTION ORDINANCE

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## Non-Coastal Regular Phase

### **ARTICLE 1. STATUTORY AUTHORIZATION, FINDINGS OF FACT, PURPOSE AND OBJECTIVES.**

#### **SECTION A. STATUTORY AUTHORIZATION.**

~~*Municipal:* The Legislature of the State of North Carolina has in Part 6, Article 21 of Chapter 143; Parts 3, 5, and 8 of Article 196 of Chapter 160A; and 153A; Article 8 of Chapter 160A; and Article 7, 9, and 11 of Chapter 160D of the North Carolina General Statutes, delegated to local governmental units the responsibility authority to adopt regulations designed to promote the public health, safety, and general welfare.~~

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~~*County:* The Legislature of the State of North Carolina has in Part 6, Article 21 of Chapter 143; Parts 3 and 4 of Article 18 of Chapter 153A; and Part 121, Article 6 of Chapter 153A of the North Carolina General Statutes, delegated to local governmental units the responsibility to adopt regulations designed to promote the public health, safety, and general welfare.~~

Therefore, the Board of Commissioners County Commissioners of Washington County, North Carolina, does ordain as follows:

#### **SECTION B. FINDINGS OF FACT.**

- (1) The flood prone areas within the jurisdiction of Washington County are subject to periodic inundation which results in loss of life, property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures of flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety, and general welfare.
- (2) These flood losses are caused by the cumulative effect of obstructions in floodplains causing increases in flood heights and velocities and by the occupancy in flood prone areas of uses vulnerable to floods or other hazards.

#### **SECTION C. STATEMENT OF PURPOSE.**

It is the purpose of this ordinance to promote public health, safety, and general welfare and to minimize public and private losses due to flood conditions within flood prone areas by provisions designed to:

- (1) Restrict or prohibit uses that are dangerous to health, safety, and property due to water or erosion hazards or that result in damaging increases in erosion, flood heights or velocities;
- (2) Require that uses vulnerable to floods, including facilities that serve such uses, be protected against flood damage at the time of initial construction;
- (3) Control the alteration of natural floodplains, stream channels, and natural protective barriers, which are involved in the accommodation of floodwaters;
- (4) Control filling, grading, dredging, and all other development that may increase erosion or flood damage; and
- (5) Prevent or regulate the construction of flood barriers that will unnaturally divert flood waters or which may increase flood hazards to other lands.

#### **SECTION D. OBJECTIVES.**



The objectives of this ordinance are to:

- (1) Protect human life, safety, and health;
- (2) Minimize expenditure of public money for costly flood control projects;
- (3) Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- (4) Minimize prolonged business losses and interruptions;
- (5) Minimize damage to public facilities and utilities (i.e. water and gas mains, electric, telephone, cable and sewer lines, streets, and bridges) that are located in flood prone areas;
- (6) Minimize damage to private and public property due to flooding;
- (7) Make flood insurance available to the community through the National Flood Insurance Program;
- (8) Maintain the natural and beneficial functions of floodplains;
- (9) Help maintain a stable tax base by providing for the sound use and development of flood prone areas; and
- (10) Ensure that potential buyers are aware that property is in a Special Flood Hazard Area.

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## ARTICLE 2. DEFINITIONS.

Unless specifically defined below, words or phrases used in this ordinance shall be interpreted so as to give them the meaning they have in common usage and to give this ordinance it's most reasonable application.

"Accessory Structure (Appurtenant Structure)" means a structure located on the same parcel of property as the principal structure and the use of which is incidental to the use of the principal structure. Garages, carports and storage sheds are common urban accessory structures. Pole barns, hay sheds and the like qualify as accessory structures on farms, and may or may not be located on the same parcel as the farm dwelling or shop building.

"Addition (to an existing building)" means an extension or increase in the floor area or height of a building or structure.

"Alteration of a watercourse" means a dam, impoundment, channel relocation, change in channel alignment, channelization, or change in cross-sectional area of the channel or the channel capacity, or any other form of modification which may alter, impede, retard or change the direction and/or velocity of the riverine flow of water during conditions of the base flood.

"Appeal" means a request for a review of the Floodplain Administrator's interpretation of any provision of this ordinance.

"Area of Shallow Flooding" means a designated Zone AO or AH on a community's Flood Insurance Rate Map (FIRM) with base flood depths determined to be from one (1) to three (3) feet. These areas are located where a clearly defined channel does not exist, where the path of flooding is unpredictable and indeterminate, and where velocity flow may be evident.

"Area of Special Flood Hazard" see "Special Flood Hazard Area (SFHA)".

"Base Flood" means the flood having a one (1) percent chance of being equaled or exceeded in any given year.

"Base Flood Elevation (BFE)" means a determination of the water surface elevations of the base flood as published in the Flood Insurance Study. When the BFE has not been provided in a "Special Flood Hazard Area", it may be obtained from

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engineering studies available from a Federal, State, or other source using FEMA approved engineering methodologies. This elevation, when combined with the “Freeboard”, establishes the “Regulatory Flood Protection Elevation”.

“Basement” means any area of the building having its floor subgrade (below ground level) on all sides.

“Building” see “Structure”.

“Chemical Storage Facility” means a building, portion of a building, or exterior area adjacent to a building used for the storage of any chemical or chemically reactive products.

“Design Flood” See “Regulatory Flood Protection Elevation.”

“Development” means any man-made change to improved or unimproved real estate, including, but not limited to, buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials.

“Development Activity” means any activity defined as Development which will necessitate a Floodplain Development Permit. This includes buildings, structures, and non-structural items, including (but not limited to) fill, bulkheads, piers, pools, docks, landings, ramps, and erosion control/stabilization measures.

“Digital Flood Insurance Rate Map (DFIRM)” means the digital official map of a community, issued by the Federal Emergency Management Agency (FEMA), on which both the Special Flood Hazard Areas and the risk premium zones applicable to the community are delineated.

“Disposal” means, as defined in NCGS 130A-290(a)(6), the discharge, deposit, injection, dumping, spilling, leaking, or placing of any solid waste into or on any land or water so that the solid waste or any constituent part of the solid waste may enter the environment or be emitted into the air or discharged into any waters, including groundwaters.

“Elevated Building” means a non-basement building which has its lowest elevated floor raised above ground level by foundation walls, shear walls, posts, pilings, or columns.

“Encroachment” means the advance or infringement of uses, fill, excavation, buildings, structures or development into a special flood hazard area, which may impede or alter the flow capacity of a floodplain.

“Existing building and existing structure” means any building and/or structure for which the “start of construction” commenced before the community entered the NFIP effective date of the floodplain management regulations adopted by the community, dated 8/19/1985.

“Existing Manufactured Home Park or Manufactured Home Subdivision” means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) was completed before the effective date of the floodplain management regulations adopted by a community entered the NFIP, dated 8/19/1985.

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“Flood” or “Flooding” means a general and temporary condition of partial or complete inundation of normally dry land areas from:

- (a) The overflow of inland or tidal waters; and/or
- (b) The unusual and rapid accumulation or runoff of surface waters from any source.

“Flood Boundary and Floodway Map (FBFM)” means an official map of a community, issued by the FEMA, on which the Special Flood Hazard Areas and the floodways are delineated. This official map is a supplement to and shall be used in conjunction with the Flood Insurance Rate Map (FIRM).

“Flood Hazard Boundary Map (FHBM)” means an official map of a community, issued by the FEMA, where the boundaries of the Special Flood Hazard Areas have been defined as Zone A.

“Flood Insurance” means the insurance coverage provided under the National Flood Insurance Program.

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“Flood Insurance Rate Map (FIRM)” means an official map of a community, issued by the FEMA, on which both the Special Flood Hazard Areas and the risk premium zones applicable to the community are delineated. (see also DFIRM)

“Flood Insurance Study (FIS)” means an examination, evaluation, and determination of flood hazards, corresponding water surface elevations (if appropriate), flood hazard risk zones, and other flood data in a community issued by the FEMA. The Flood Insurance Study report includes Flood Insurance Rate Maps (FIRMs) and Flood Boundary and Floodway Maps (FBFMs), if published.

“Flood Prone Area” see “Floodplain”

“Flood Zone” means a geographical area shown on a Flood Hazard Boundary Map or Flood Insurance Rate Map that reflects the severity or type of flooding in the area.

“Floodplain” means any land area susceptible to being inundated by water from any source.

“Floodplain Administrator” is the individual appointed to administer and enforce the floodplain management regulations.

“Floodplain Development Permit” means any type of permit that is required in conformance with the provisions of this ordinance, prior to the commencement of any development activity.

“Floodplain Management” means the operation of an overall program of corrective and preventive measures for reducing flood damage and preserving and enhancing, where possible, natural resources in the floodplain, including, but not limited to, emergency preparedness plans, flood control works, floodplain management regulations, and open space plans.

“Floodplain Management Regulations” means this ordinance and other zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances, and other applications of police power. This term describes federal, state or local regulations, in any combination thereof, which provide standards for preventing and reducing flood loss and damage.

“Floodproofing” means any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitation facilities, structures, and their contents.

“Flood-resistant material” means any building product [material, component or system] capable of withstanding direct and prolonged contact (minimum 72 hours) with floodwaters without sustaining damage that requires more than low-cost cosmetic repair. Any material that is water-soluble or is not resistant to alkali or acid in water, including normal adhesives for above-grade use, is not flood-resistant. Pressure-treated lumber or naturally decay-resistant lumbars are acceptable flooring materials. Sheet-type flooring coverings that restrict evaporation from below and materials that are impervious, but dimensionally unstable are not acceptable. Materials that absorb or retain water excessively after submergence are not flood-resistant. Please refer to Technical Bulletin 2, *Flood Damage-Resistant Materials Requirements*, and available from the FEMA. Class 4 and 5 materials, referenced therein, are acceptable flood-resistant materials.

“Floodway” means the channel of a river or other watercourse, including the area above a bridge or culvert when applicable, and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one (1) foot.

“Floodway encroachment analysis” means an engineering analysis of the impact that a proposed encroachment into a floodway or non-encroachment area is expected to have on the floodway boundaries and flood levels during the occurrence of the base flood discharge. The evaluation shall be prepared by a qualified North Carolina licensed engineer using standard engineering methods and models hydraulic models meeting the minimum requirements of the National Flood Insurance Program.

“Freeboard” means the height added to the BFE to account for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, blockage of bridge or culvert openings, precipitation exceeding the base flood, and the hydrological effect of urbanization of the watershed. The BFE plus the freeboard establishes the “Regulatory Flood Protection Elevation”.

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**“Functionally Dependent Facility”** means a facility which cannot be used for its intended purpose unless it is located in close proximity to water, limited to a docking or port facility necessary for the loading and unloading of cargo or passengers, shipbuilding, or ship repair. The term does not include long-term storage, manufacture, sales, or service facilities.

**“Hazardous Waste Management Facility”** means, as defined in NCGS 130A, Article 9, a facility for the collection, storage, processing, treatment, recycling, recovery, or disposal of hazardous waste.

**“Highest Adjacent Grade (HAG)”** means the highest natural elevation of the ground surface, prior to construction, immediately next to the proposed walls of the structure.

**“Historic Structure”** means any structure that is:

- (a) Listed individually in the National Register of Historic Places (a listing maintained by the US Department of Interior) or preliminarily determined by the Secretary of Interior as meeting the requirements for individual listing on the National Register;
- (b) Certified or preliminarily determined by the Secretary of Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- (c) Individually listed on a local inventory of historic landmarks in communities with a “Certified Local Government (CLG) Program”; or
- (d) Certified as contributing to the historical significance of a historic district designated by a community with a “Certified Local Government (CLG) Program.”

Certified Local Government (CLG) Programs are approved by the US Department of the Interior in cooperation with the North Carolina Department of Cultural Resources through the State Historic Preservation Officer as having met the requirements of the National Historic Preservation Act of 1966 as amended in 1980.

**“Letter of Map Change (LOMC)”** means an official determination issued by FEMA that amends or revises an effective Flood Insurance Rate Map or Flood Insurance Study. Letters of Map Change include:

- (a) Letter of Map Amendment (LOMA): An official amendment, by letter, to an effective National Flood Insurance Program map. A LOMA is based on technical data showing that a property had been inadvertently mapped as being in the floodplain, but is actually on natural high ground above the base flood elevation. A LOMA amends the current effective Flood Insurance Rate Map and establishes that a specific property, portion of a property, or structure is not located in a special flood hazard area.
- (b) Letter of Map Revision (LOMR): A revision based on technical data that may show changes to flood zones, flood elevations, special flood hazard area boundaries and floodway delineations, and other planimetric features.
- (c) Letter of Map Revision Based on Fill (LOMR-F): A determination that a structure or parcel of land has been elevated by fill above the BFE and is, therefore, no longer located within the special flood hazard area. In order to qualify for this determination, the fill must have been permitted and placed in accordance with the community’s floodplain management regulations.
- (d) Conditional Letter of Map Revision (CLOMR): A formal review and comment as to whether a proposed project complies with the minimum NFIP requirements for such projects with respect to delineation of special flood hazard areas. A CLOMR does not revise the effective Flood Insurance Rate Map or Flood Insurance Study; upon submission and approval of certified as-built documentation, a Letter of Map Revision may be issued by FEMA to revise the effective FIRM.

**“Light Duty Truck”** means any motor vehicle rated at 8,500 pounds Gross Vehicular Weight Rating or less which has a vehicular curb weight of 6,000 pounds or less and which has a basic vehicle frontal area of 45 square feet or less as defined in 40 CFR 86.082-2 and is:

- (a) Designed primarily for purposes of transportation of property or is a derivation of such a vehicle, or
- (b) Designed primarily for transportation of persons and has a capacity of more than 12 persons; or
- (c) Available with special features enabling off-street or off-highway operation and use.

“Lowest Adjacent Grade (LAG)” means the lowest elevation of the ground, sidewalk or patio slab immediately next to the building, or deck support, after completion of the building.

“Lowest Floor” means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access, or limited storage in an area other than a basement area is not considered a building's lowest floor, provided that such an enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of this ordinance.

“Manufactured Home” means a structure, transportable in one or more sections, which is built on a permanent chassis and designed to be used with or without a permanent foundation when connected to the required utilities. The term “manufactured home” does not include a “recreational vehicle”.

“Manufactured Home Park or Subdivision” means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

“Map Repository” means the location of the official flood hazard data to be applied for floodplain management. It is a central location in which flood data is stored and managed; in North Carolina, FEMA has recognized that the application of digital flood hazard data products carry have the same authority as hard copy products. Therefore, the NCEM's Floodplain Mapping Program websites house current and historical flood hazard data. For effective flood hazard data the NC FRIS website (<http://FRIS.NC.GOV/FRIS>) is the map repository, and for historical flood hazard data the FloodNC website (<http://FLOODNC.GOV/NCFLOOD>) is the map repository.

“Market Value” means the building value, not including the land value and that of any accessory structures or other improvements on the lot. Market value may be established by independent certified appraisal; replacement cost depreciated for age of building and quality of construction (Actual Cash Value); or adjusted tax assessed values.

“New Construction” means structures for which the “start of construction” commenced on or after the effective date of the initial floodplain management regulations and includes any subsequent improvements to such structures.

“Non-Conversion Agreement” means a document stating that the owner will not convert or alter what has been constructed and approved. Violation of the agreement is considered a violation of the ordinance and, therefore, subject to the same enforcement procedures and penalties. The agreement must be filed with the recorded deed for the property. The agreement must show the clerk's or recorder's stamps and/or notations that the filing has been completed. *(OPTIONAL)*

“Non-Encroachment Area (NEA)” means the channel of a river or other watercourse, including the area above a bridge or culvert when applicable, and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one (1) foot as designated in the Flood Insurance Study report.

“Post-FIRM” means construction or other development for which the “start of construction” occurred on or after 8/19/1985, the effective date of the initial Flood Insurance Rate Map.

“Pre-FIRM” means construction or other development for which the “start of construction” occurred before 8/19/1985, the effective date of the initial Flood Insurance Rate Map.

“Principally Above Ground” means that at least 51% of the actual cash value of the structure is above ground.

“Public Safety” and/or “Nuisance” means anything which is injurious to the safety or health of an entire community or neighborhood, or any considerable number of persons, or unlawfully obstructs the free passage or use, in the customary manner, of any navigable lake, or river, bay, stream, canal, or basin.

“Recreational Vehicle (RV)” means a vehicle, which is:

- (a) Built on a single chassis;
- (b) 400 square feet or less when measured at the largest horizontal projection;
- (c) Designed to be self-propelled or permanently towable by a light duty truck;
- (d) Designed primarily not for use as a permanent dwelling, but as temporary living quarters for recreational, camping, travel, or seasonal use, and
- (e) Is fully licensed and ready for highway use.

“Reference Level” is the top of the lowest floor for structures within Special Flood Hazard Areas designated as Zones A, AE, AH, AO, A99. The reference level is the bottom of the lowest horizontal structural member of the lowest floor for structures within Special Flood Hazard Areas designated as Zone VE.

“Regulatory Flood Protection Elevation” means the “Base Flood Elevation” plus the “Freeboard”. In “Special Flood Hazard Areas” where Base Flood Elevations (BFEs) have been determined, this elevation shall be the BFE plus two (2) feet freeboard. In “Special Flood Hazard Areas” where no BFE has been established, this elevation shall be at least four (4) feet above the highest adjacent grade.

“Remedy a Violation” means to bring the structure or other development into compliance with state and community floodplain management regulations, or, if this is not possible, to reduce the impacts of its noncompliance. Ways that impacts may be reduced include protecting the structure or other affected development from flood damages, implementing the enforcement provisions of the ordinance or otherwise deterring future similar violations, or reducing federal financial exposure with regard to the structure or other development.

“Riverine” means relating to, formed by, or resembling a river (including tributaries), stream, brook, etc.

“Salvage Yard” means any non-residential property used for the storage, collection, and/or recycling of any type of equipment, and including but not limited to vehicles, appliances and related machinery.

“Solid Waste Disposal Facility” means any facility involved in the disposal of solid waste, as defined in NCGS 130A-290(a)(35).

“Solid Waste Disposal Site” means, as defined in NCGS 130A-290(a)(36), any place at which solid wastes are disposed of by incineration, sanitary landfill, or any other method.

“Special Flood Hazard Area (SFHA)” means the land in the floodplain subject to a one percent (1%) or greater chance of being flooded in any given year, as determined in Article 3, Section B of this ordinance.

“Start of Construction” includes substantial improvement, and means the date the building permit was issued provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading, and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of the building, whether or not that alteration affects the external dimensions of the building.

“Structure” means a walled and roofed building, a manufactured home, or a gas, liquid, or liquefied gas storage tank that is principally above ground.

“Substantial Damage” means damage of any origin sustained by a structure during any one-year period whereby the cost of restoring the structure to it’s before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred. See definition of “substantial improvement.”

<sup>A</sup> ~~1.) By choosing a timeframe that includes cumulative damages sustained over a period of time exceeding one year~~  
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*period. (5 or 10-year period recommended)*

- 2.) By choosing a percent damaged that is less than 50% of the market value of the structure (CRS recommends 30 %)*  
*3.) By adding the following text for eligibility for Increased Cost of Compliance (ICC) benefits for repetitive losses: Substantial damage also means flood-related damage sustained by a structure on two separate occasions during a 10-year period for which the cost of repairs at the time of each such flood event, on the average, equals or exceeds 25 percent of the market value of the structure before the damage occurred.*

“Substantial Improvement” means any combination of repairs, reconstruction, rehabilitation, addition, or other improvement of a structure, taking place during any one-year period for which the cost equals or exceeds 50 percent of the market value of the structure before the “start of construction” of the improvement. This term includes structures which have incurred “substantial damage”, regardless of the actual repair work performed. The term does not, however, include either:

- (a) Any correction of existing violations of state or community health, sanitary, or safety code specifications which have been identified by the community code enforcement official and which are the minimum necessary to assure safe living conditions; or
- (b) Any alteration of a historic structure, provided that the alteration will not preclude the structure's continued designation as a historic structure and the alteration is approved by variance issued pursuant to Article 4 Section E of this ordinance.

“Technical Bulletin and Technical Fact Sheet” means a FEMA publication that provides guidance concerning the building performance standards of the NFIP, which are contained in Title 44 of the U.S. Code of Federal Regulations at Section 60.3. The bulletins and fact sheets are intended for use primarily by State and local officials responsible for interpreting and enforcing NFIP regulations and by members of the development community, such as design professionals and builders. New bulletins, as well as updates of existing bulletins, are issued periodically as needed. The bulletins do not create regulations; rather they provide specific guidance for complying with the minimum requirements of existing NFIP regulations.

It should be noted that Technical Bulletins and Technical Fact Sheets provide guidance on the minimum requirements of the NFIP regulations. State or community requirements that exceed those of the NFIP take precedence. Design professionals should contact the community officials to determine whether more restrictive State or local regulations apply to the building or site in question. All applicable standards of the State or local building code must also be met for any building in a flood hazard area.

“Temperature Controlled” means having the temperature regulated by a heating and/or cooling system, built-in or appliance.

“Variance” is a grant of relief from the requirements of this ordinance.

“Violation” means the failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in Articles 4 and 5 is presumed to be in violation until such time as that documentation is provided.

“Water Surface Elevation (WSE)” means the height, in relation to NAVD 1988, of floods of various magnitudes and frequencies in the floodplains of riverine areas.

“Watercourse” means a lake, river, creek, stream, wash, channel or other topographic feature on or over which waters flow at least periodically. Watercourse includes specifically designated areas in which substantial flood damage may occur.

### **ARTICLE 3. GENERAL PROVISIONS.**

#### **SECTION A. LANDS TO WHICH THIS ORDINANCE APPLIES.**

This ordinance shall apply to all Special Flood Hazard Areas within the jurisdiction, ~~including Extra-Territorial Jurisdictions (ETJs), [if applicable] of Community Name, of Washington County~~

**SECTION B. BASIS FOR ESTABLISHING THE SPECIAL FLOOD HAZARD AREAS.**

The Special Flood Hazard Areas are those identified under the Cooperating Technical State (CTS) agreement between the State of North Carolina and FEMA in its FIS dated ~~Insert effective date shown on FIS for County Name~~ 6/19/1974 for Washington County and associated DFIRM panels, including any digital data developed as part of the FIS, which are adopted by reference and declared a part of this ordinance. ~~Future revisions to the FIS and DFIRM panels that do not change flood hazard data within the jurisdictional authority of Community Name are also adopted by reference and declared a part of this ordinance. Subsequent Letter of Map Revisions (LOMRs) and/or Physical Map Revisions (PMRs) shall be adopted within 3 months, and all revisions thereto.~~

**SECTION C. ESTABLISHMENT OF FLOODPLAIN DEVELOPMENT PERMIT.**

A Floodplain Development Permit shall be required in conformance with the provisions of this ordinance prior to the commencement of any development activities within Special Flood Hazard Areas determined in accordance with the provisions of Article 3, Section B of this ordinance.

**SECTION D. COMPLIANCE.**

No structure or land shall hereafter be located, extended, converted, altered, or developed in any way without full compliance with the terms of this ordinance and other applicable regulations.

**SECTION E. ABROGATION AND GREATER RESTRICTIONS.**

This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance and another conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

**SECTION F. INTERPRETATION.**

In the interpretation and application of this ordinance, all provisions shall be:

- (a) Considered as minimum requirements;
- (b) Liberally construed in favor of the governing body; and
- (c) Deemed neither to limit nor repeal any other powers granted under State statutes.

**SECTION G. WARNING AND DISCLAIMER OF LIABILITY.**

The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering consideration. Larger floods can and will occur. Actual flood heights may be increased by man-made or natural causes. This ordinance does not imply that land outside the Special Flood Hazard Areas or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of ~~Community Name~~ Washington County or by any officer or employee thereof for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made hereunder.

**SECTION H. PENALTIES FOR VIOLATION.**

Violation of the provisions of this ordinance or failure to comply with any of its requirements, including violation of conditions and safeguards established in connection with grants of variance or special exceptions, shall constitute a Class 1 misdemeanor pursuant to NC G.S. § 143-215.58. Any person who violates this ordinance or fails to comply with any of its requirements shall, upon conviction thereof, be fined not more than \$100.00 or imprisoned for not more than thirty (30) days, or both. Each day such violation continues shall be considered a separate offense. Nothing herein contained shall prevent



Community Name Washington County from taking such other lawful action as is necessary to prevent or remedy any violation.

**ARTICLE 4. ADMINISTRATION.**

**SECTION A. DESIGNATION OF FLOODPLAIN ADMINISTRATOR.**

The Staff Title, The Director of Planning and Safety, hereinafter referred to as the "Floodplain Administrator", is hereby appointed to administer and implement the provisions of this ordinance. In instances where the Floodplain Administrator receives assistance from others to complete tasks to administer and implement this ordinance, the Floodplain Administrator shall be responsible for the coordination and community's overall compliance with the National Flood Insurance Program and the provisions of this ordinance.

**SECTION B. FLOODPLAIN DEVELOPMENT APPLICATION, PERMIT AND CERTIFICATION REQUIREMENTS.**

(1) **Application Requirements.** Application for a Floodplain Development Permit shall be made to the Floodplain Administrator prior to any development activities located within Special Flood Hazard Areas. The following items shall be presented to the Floodplain Administrator to apply for a floodplain development permit:

- (a) A plot plan drawn to scale which shall include, but shall not be limited to, the following specific details of the proposed floodplain development:
  - (i) The nature, location, dimensions, and elevations of the area of development/disturbance; existing and proposed structures, utility systems, grading/pavement areas, fill materials, storage areas, drainage facilities, and other development;
  - (ii) The boundary of the Special Flood Hazard Area as delineated on the FIRM or other flood map as determined in Article 3, Section B, or a statement that the entire lot is within the Special Flood Hazard Area;
  - (iii) Flood zone(s) designation of the proposed development area as determined on the FIRM or other flood map as determined in Article 3, Section B;
  - (iv) The boundary of the floodway(s) or non-encroachment area(s) as determined in Article 3, Section B;
  - (v) The Base Flood Elevation (BFE) where provided as set forth in Article 3, Section B; Article 4, Section C; or Article 5, Section D;
  - (vi) The old and new location of any watercourse that will be altered or relocated as a result of proposed development; and
  
- (b) Proposed elevation, and method thereof, of all development within a Special Flood Hazard Area including but not limited to:
  - (i) Elevation in relation to NAVD 1988 of the proposed reference level (including basement) of all structures;
  - (ii) Elevation in relation to NAVD 1988 to which any non-residential structure in Zones A, AE, AH, AO, A99 will be floodproofed; and
  - (iii) Elevation in relation to NAVD 1988 to which any proposed utility systems will be elevated or floodproofed.

- (c) If floodproofing, a Floodproofing Certificate (FEMA Form 086-0-34) with supporting data, an operational plan, and an inspection and maintenance plan that include, but are not limited to, installation, exercise, and maintenance of floodproofing measures.
- (d) A Foundation Plan, drawn to scale, which shall include details of the proposed foundation system to ensure all provisions of this ordinance are met. These details include but are not limited to:
  - (i) The proposed method of elevation, if applicable (i.e., fill, solid foundation perimeter wall, solid backfilled foundation, open foundation on columns/posts/piers/piles/shear walls); and
  - (ii) Openings to facilitate automatic equalization of hydrostatic flood forces on walls in accordance with Article 5, Section B(4)(d) when solid foundation perimeter walls are used in Zones A, AE, AH, AO, A99.
- (e) Usage details of any enclosed areas below the lowest floor.
- (f) Plans and/or details for the protection of public utilities and facilities such as sewer, gas, electrical, and water systems to be located and constructed to minimize flood damage.
- (g) Certification that all other Local, State and Federal permits required prior to floodplain development permit issuance have been received.
- (h) Documentation for placement of Recreational Vehicles and/or Temporary Structures, when applicable, to ensure that the provisions of Article 5, Section B, subsections (6) and (7) of this ordinance are met.
- (i) A description of proposed watercourse alteration or relocation, when applicable, including an engineering report on the effects of the proposed project on the flood-carrying capacity of the watercourse and the effects to properties located both upstream and downstream; and a map (if not shown on plot plan) showing the location of the proposed watercourse alteration or relocation.

(2) **Permit Requirements.** The Floodplain Development Permit shall include, but not be limited to:

- (a) A complete description of all the development to be permitted under the floodplain development permit (e.g. house, garage, pool, septic, bulkhead, cabana, pier, bridge, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials, etc.).
  - (b) The Special Flood Hazard Area determination for the proposed development in accordance with available data specified in Article 3, Section B.
  - (c) The Regulatory Flood Protection Elevation required for the reference level and all attendant utilities.
  - (d) The Regulatory Flood Protection Elevation required for the protection of all public utilities.
  - (e) All certification submittal requirements with timelines.
  - (f) A statement that no fill material or other development shall encroach into the floodway or non-encroachment area of any watercourse unless the requirements of Article 5, Section F have been met.
  - (g) The flood openings requirements, if in Zones A, AE, AH, AO, A99.
  - (h) Limitations of below BFE enclosure uses (if applicable). (i.e., parking, building access and limited storage only).
- Certification Requirements.

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(a) Elevation Certificates

- (i) *An Elevation Certificate (FEMA Form 086-0-33) is required prior to the actual start of any new construction. It shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of the elevation of the reference level, in relation to NAVD 1988. The Floodplain Administrator shall review the certificate data submitted. Deficiencies detected by such review shall be corrected by the permit holder prior to the beginning of construction. Failure to submit the certification or failure to make required corrections shall be cause to deny a floodplain development permit.*
- (ii) *An Elevation Certificate (FEMA Form 086-0-33) is required after the reference level is established. Within seven (7) calendar days of establishment of the reference level elevation, it shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of the elevation of the reference level, in relation to NAVD 1988. Any work done within the seven (7) day calendar period and prior to submission of the certification shall be at the permit holder's risk. The Floodplain Administrator shall review the certificate data submitted. Deficiencies detected by such review shall be corrected by the permit holder immediately and prior to further work being permitted to proceed. Failure to submit the certification or failure to make required corrections shall be cause to issue a stop-work order for the project.*
- (iii) A final Finished Construction Elevation Certificate (FEMA Form 086-0-33) is required after construction is completed and prior to Certificate of Compliance/Occupancy issuance. It shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of final as-built construction of the elevation of the reference level and all attendant utilities. The Floodplain Administrator shall review the certificate data submitted. Deficiencies detected by such review shall be corrected by the permit holder immediately and prior to Certificate of Compliance/Occupancy issuance. In some instances, another certification may be required to certify corrected as-built construction. Failure to submit the certification or failure to make required corrections shall be cause to withhold the issuance of a Certificate of Compliance/Occupancy. *The Finished Construction Elevation Certificate certifier shall provide at least 2 photographs showing the front and rear of the building taken within 90 days from the date of certification. The photographs must be taken with views confirming the building description and diagram number provided in Section A. To the extent possible, these photographs should show the entire building including foundation. If the building has split-level or multi-level areas, provide at least 2 additional photographs showing side views of the building. In addition, when applicable, provide a photograph of the foundation showing a representative example of the flood openings or vents. All photographs must be in color and measure at least 3" x 3". Digital photographs are acceptable.*

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(b) Floodproofing Certificate

- (i) If non-residential floodproofing is used to meet the Regulatory Flood Protection Elevation requirements, a Floodproofing Certificate (FEMA Form 086-0-34), with supporting data, an operational plan, and an inspection and maintenance plan are required prior to the actual start of any new construction. It shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of the floodproofed design elevation of the reference level and all attendant utilities, in relation to NAVD 1988. Floodproofing certification shall be prepared by or under the direct supervision of a professional engineer or architect and certified by same. The Floodplain Administrator shall review the certificate data, the operational plan, and the inspection and maintenance plan. Deficiencies detected by such review shall be corrected by the applicant prior to permit approval. Failure to submit the certification or failure to make required corrections shall be cause to deny a Floodplain Development Permit. Failure to construct in accordance with the certified design shall be cause to withhold the issuance of a Certificate of Compliance/Occupancy. ~~(OPTIONAL) (THE FEMA FLOODPROOFING CERTIFICATE IS OPTIONAL AT THE TIME OF PERMITTING THE STRUCTURE BUT RECOMMENDED TO ENSURE COMPLIANCE WITH THIS ORDINANCE AND PROPERLY PERMIT THE STRUCTURE.)~~
- (ii) A final Finished Construction Floodproofing Certificate (FEMA Form 086-0-34), with supporting data, an operational plan, and an inspection and maintenance plan are required prior to the issuance of a

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Certificate of Compliance/Occupancy. It shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of the floodproofed design elevation of the reference level and all attendant utilities, in relation to NAVD 1988. Floodproofing certificate shall be prepared by or under the direct supervision of a professional engineer or architect and certified by same. The Floodplain Administrator shall review the certificate data, the operational plan, and the inspection and maintenance plan. Deficiencies detected by such review shall be corrected by the applicant prior to Certificate of Occupancy. Failure to submit the certification or failure to make required corrections shall be cause to deny a Floodplain Development Permit. Failure to construct in accordance with the certified design shall be cause to deny a Certificate of Compliance/Occupancy.

- (c) If a manufactured home is placed within Zones A, AE, AH, AO, A99 and the elevation of the chassis is more than 36 inches in height above grade, an engineered foundation certification is required in accordance with the provisions of Article 5, Section B(3)(b).
- (d) If a watercourse is to be altered or relocated, a description of the extent of watercourse alteration or relocation; a professional engineer's certified report on the effects of the proposed project on the flood-carrying capacity of the watercourse and the effects to properties located both upstream and downstream; and a map showing the location of the proposed watercourse alteration or relocation shall all be submitted by the permit applicant prior to issuance of a floodplain development permit.
- (e) Certification Exemptions. The following structures, if located within Zones A, AE, AH, AO, A99, are exempt from the elevation/floodproofing certification requirements specified in items (a) and (b) of this subsection:
  - (i) Recreational Vehicles meeting requirements of Article 5, Section B(6)(a);
  - (ii) Temporary Structures meeting requirements of Article 5, Section B(7); and
  - (iii) Accessory Structures that are 150 square feet or less or ~~150~~\$5,000 or less and meeting requirements of Article 5, Section B(8).

(4) **Determinations for existing buildings and structures.**

For applications for building permits to improve buildings and structures, including alterations, movement, enlargement, replacement, repair, change of occupancy, additions, rehabilitations, renovations, substantial improvements, repairs of substantial damage, and any other improvement of or work on such buildings and structures, the Floodplain Administrator, in coordination with the Building Official, shall:

- (a) Estimate the market value, or require the applicant to obtain an appraisal of the market value prepared by a qualified independent appraiser, of the building or structure before the start of construction of the proposed work; in the case of repair, the market value of the building or structure shall be the market value before the damage occurred and before any repairs are made;
- (b) Compare the cost to perform the improvement, the cost to repair a damaged building to its pre-damaged condition, or the combined costs of improvements and repairs, if applicable, to the market value of the building or structure;
- (c) Determine and document whether the proposed work constitutes substantial improvement or repair of substantial damage; and
- (d) Notify the applicant if it is determined that the work constitutes substantial improvement or repair of substantial damage and that compliance with the flood resistant construction requirements of the NC Building Code and this ordinance is required.

**SECTION C. DUTIES AND RESPONSIBILITIES OF THE FLOODPLAIN ADMINISTRATOR.**

June 2017

2017 Washington County, North Carolina

2020 NC Model Flood Damage Prevention Ordinance--Non-Coastal--with--w/ Table of Contents

The Floodplain Administrator shall perform, but not be limited to, the following duties:

- (1) Review all floodplain development applications and issue permits for all proposed development within Special Flood Hazard Areas to assure that the requirements of this ordinance have been satisfied.
- (2) Review all proposed development within Special Flood Hazard Areas to assure that all necessary local, state and federal permits have been received, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.
- (3) Notify adjacent communities and the North Carolina Department of Public Safety, Division of Emergency Management, State Coordinator for the National Flood Insurance Program prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Emergency Management Agency (FEMA).
- (4) Assure that maintenance is provided within the altered or relocated portion of said watercourse so that the flood-carrying capacity is maintained.
- (5) Prevent encroachments into floodways and non-encroachment areas unless the certification and flood hazard reduction provisions of Article 5, Section F are met.
- (6) Obtain actual elevation (in relation to NAVD 1988) of the reference level (including basement) and all attendant utilities of all new and substantially improved structures, in accordance with the provisions of Article 4, Section B(3).
- (7) Obtain actual elevation (in relation to NAVD 1988) to which all new and substantially improved structures and utilities have been floodproofed, in accordance with the provisions of Article 4, Section B(3).
- (8) Obtain actual elevation (in relation to NAVD 1988) of all public utilities in accordance with the provisions of Article 4, Section B(3).
- (9) When floodproofing is utilized for a particular structure, obtain certifications from a registered professional engineer or architect in accordance with the provisions of Article 4, Section B(3) and Article 5, Section B(2).
- (10) Where interpretation is needed as to the exact location of boundaries of the Special Flood Hazard Areas, floodways, or non-encroachment areas (for example, where there appears to be a conflict between a mapped boundary and actual field conditions), make the necessary interpretation. The person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in this article.
- (11) When BFE data has not been provided in accordance with the provisions of Article 3, Section B, obtain, review, and reasonably utilize any BFE data, along with floodway data or non-encroachment area data available from a federal, state, or other source, including data developed pursuant to Article 5, Section D(2)(c), in order to administer the provisions of this ordinance.
- (12) When BFE data is provided but no floodway or non-encroachment area data has been provided in accordance with the provisions of Article 3, Section B, obtain, review, and reasonably utilize any floodway data or non-encroachment area data available from a federal, state, or other source in order to administer the provisions of this ordinance.
- ~~(13) When the lowest floor and the lowest adjacent grade of a structure or the lowest ground elevation of a parcel in a Special Flood Hazard Area is above the BFE, advise the property owner of the option to apply for a Letter of Map Amendment (LOMA) from FEMA. (13) Maintain a copy of the LOMA issued by FEMA in the floodplain development permit file. (OPTIONAL)~~
- (14) Permanently maintain all records that pertain to the administration of this ordinance and make these records available for public inspection, recognizing that such information may be subject to the Privacy Act of 1974, as amended.
- (15) ~~14~~ Make on-site inspections of work in progress. As the work pursuant to a floodplain development permit progresses, the Floodplain Administrator shall make as many inspections of the work as may be necessary to ensure that the work is being done according to the provisions of the local ordinance and the terms of the permit. In exercising this power,

the Floodplain Administrator has a right, upon presentation of proper credentials, to enter on any premises within the jurisdiction of the community at any reasonable hour for the purposes of inspection or other enforcement action.

- (1615) Issue stop-work orders as required. Whenever a building or part thereof is being constructed, reconstructed, altered, or repaired in violation of this ordinance, the Floodplain Administrator may order the work to be immediately stopped. The stop-work order shall be in writing and directed to the person doing or in charge of the work. The stop-work order shall state the specific work to be stopped, the specific reason(s) for the stoppage, and the condition(s) under which the work may be resumed. Violation of a stop-work order constitutes a misdemeanor.
- (1716) Revoke floodplain development permits as required. The Floodplain Administrator may revoke and require the return of the floodplain development permit by notifying the permit holder in writing stating the reason(s) for the revocation. Permits shall be revoked for any substantial departure from the approved application, plans, and specifications; for refusal or failure to comply with the requirements of State or local laws; or for false statements or misrepresentations made in securing the permit. Any floodplain development permit mistakenly issued in violation of an applicable State or local law may also be revoked.
- (1817) Make periodic inspections throughout the Special Flood Hazard Areas within the jurisdiction of the community. The Floodplain Administrator and each member of his or her inspections department shall have a right, upon presentation of proper credentials, to enter on any premises within the territorial jurisdiction of the department at any reasonable hour for the purposes of inspection or other enforcement action.
- (1918) Follow through with corrective procedures of Article 4, Section D.
- (2019) Review, provide input, and make recommendations for variance requests.
- (2120) Maintain a current map repository to include, but not limited to, historical and effective FIS Report, historical and effective FIRM and other official flood maps and studies adopted in accordance with the provisions of Article 3, Section B of this ordinance, including any revisions thereto including Letters of Map Change, issued by FEMA. Notify State and FEMA of mapping needs.

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- (2221) Coordinate revisions to FIS reports and FIRMs, including Letters of Map Revision Based on Fill (LOMR-Fs) and Letters of Map Revision (LOMRs).

(22) When the lowest floor and the lowest adjacent grade of a structure or the lowest ground elevation of a parcel in a Special Flood Hazard Area is above the BFE, advise the property owner of the option to apply for a Letter of Map Amendment (LOMA) from FEMA. Maintain a copy of the LOMA issued by FEMA in the floodplain development permit file.

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#### SECTION D. CORRECTIVE PROCEDURES

- (1) Violations to be corrected: When the Floodplain Administrator finds violations of applicable state and local laws; it shall be his or her duty to notify the owner or occupant of the building of the violation. The owner or occupant shall immediately remedy each of the violations of law cited in such notification.
- (2) Actions in Event of Failure to Take Corrective Action: If the owner of a building or property shall fail to take prompt corrective action, the Floodplain Administrator shall give the owner written notice, by certified or registered mail to the owner's last known address or by personal service, stating:
  - (a) That the building or property is in violation of the floodplain management regulations;
  - (b) That a hearing will be held before the Floodplain Administrator at a designated place and time, not later than ten (10) days after the date of the notice, at which time the owner shall be entitled to be heard in person or by counsel and to present arguments and evidence pertaining to the matter; and

- (c) That following the hearing, the Floodplain Administrator may issue an order to alter, vacate, or demolish the building; or to remove fill as applicable.
- (3) Order to Take Corrective Action: If, upon a hearing held pursuant to the notice prescribed above, the Floodplain Administrator shall find that the building or development is in violation of the Flood Damage Prevention Ordinance, he or she shall issue an order in writing to the owner, requiring the owner to remedy the violation within a specified time period, not less than sixty (60) calendar days, nor more than least one hundred eighty (180) calendar days. Where the Floodplain Administrator finds that there is imminent danger to life or other property, he or she may order that corrective action be taken in such lesser period as may be feasible.
- (4) Appeal: Any owner who has received an order to take corrective action may appeal the order to the local elected governing body by giving notice of appeal in writing to the Floodplain Administrator and the clerk within ten (10) days following issuance of the final order. In the absence of an appeal, the order of the Floodplain Administrator shall be final. The local governing body shall hear an appeal within a reasonable time and may affirm, modify and affirm, or revoke the order.
- (5) Failure to Comply with Order: If the owner of a building or property fails to comply with an order to take corrective action for which no appeal has been made or fails to comply with an order of the governing body following an appeal, the owner shall be guilty of a Class 1 misdemeanor pursuant to NC G.S. § 143-215.58 and shall be punished at the discretion of the court.

**SECTION E. VARIANCE PROCEDURES.**

- (1) The ~~insert appeal board name (The Board of Adjustment is the recommended appeal board)~~ Board of Adjustment as established by ~~Community Name, Washington County~~, hereinafter referred to as the "appeal board", shall hear and decide requests for variances from the requirements of this ordinance.
- (2) Any person aggrieved by the decision of the appeal board may appeal such decision to the Court, as provided in Chapter 7A of the North Carolina General Statutes.
- (3) Variances may be issued for:
  - (a) The repair or rehabilitation of historic structures upon the determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and that the variance is the minimum necessary to preserve the historic character and design of the structure;
  - (b) Functionally dependent facilities if determined to meet the definition as stated in Article 2 of this ordinance, provided provisions of Article 4, Section E(9)(b), (c), and (e) have been satisfied, and such facilities are protected by methods that minimize flood damages during the base flood and create no additional threats to public safety; or
  - (c) Any other type of development provided it meets the requirements of this Section.
- (4) In passing upon variances, the appeal board shall consider all technical evaluations, all relevant factors, all standards specified in other sections of this ordinance, and:
  - (a) The danger that materials may be swept onto other lands to the injury of others;
  - (b) The danger to life and property due to flooding or erosion damage;
  - (c) The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
  - (d) The importance of the services provided by the proposed facility to the community;
  - (e) The necessity to the facility of a waterfront location as defined under Article 2 of this ordinance as a

functionally dependent facility, where applicable;

- (f) The availability of alternative locations, not subject to flooding or erosion damage, for the proposed use;
  - (g) The compatibility of the proposed use with existing and anticipated development;
  - (h) The relationship of the proposed use to the comprehensive plan and floodplain management program for that area;
  - (i) The safety of access to the property in times of flood for ordinary and emergency vehicles;
  - (j) The expected heights, velocity, duration, rate of rise, and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site; and
  - (k) The costs of providing governmental services during and after flood conditions including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, and streets and bridges.
- (5) A written report addressing each of the above factors shall be submitted with the application for a variance.
- (6) Upon consideration of the factors listed above and the purposes of this ordinance, the appeal board may attach such conditions to the granting of variances as it deems necessary to further the purposes and objectives of this ordinance.
- (7) Any applicant to whom a variance is granted shall be given written notice specifying the difference between the BFE and the elevation to which the structure is to be built and that such construction below the BFE increases risks to life and property, and that the issuance of a variance to construct a structure below the BFE may result in increased premium rates for flood insurance up to \$25 per \$100 of insurance coverage. Such notification shall be maintained with a record of all variance actions, including justification for their issuance.
- (8) The Floodplain Administrator shall maintain the records of all appeal actions and report any variances to the FEMA and the State of North Carolina upon request.
- (9) Conditions for Variances:
- (a) Variances shall not be issued when the variance will make the structure in violation of other federal, state, or local laws, regulations, or ordinances.
  - (b) Variances shall not be issued within any designated floodway or non-encroachment area if the variance would result in any increase in flood levels during the base flood discharge.
  - (c) Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
  - (d) Variances shall only be issued prior to development permit approval.
  - (e) Variances shall only be issued upon:
    - (i) A showing of good and sufficient cause;
    - (ii) A determination that failure to grant the variance would result in exceptional hardship; and
    - (iii) A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, or extraordinary public expense, create nuisance, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.
- (10) A variance may be issued for solid waste disposal facilities or sites, hazardous waste management facilities, salvage yards, and chemical storage facilities that are located in Special Flood Hazard Areas provided that all of the following conditions are met.



- (a) The use serves a critical need in the community.
- (b) No feasible location exists for the use outside the Special Flood Hazard Area.
- (c) The reference level of any structure is elevated or floodproofed to at least the Regulatory Flood Protection Elevation.
- (d) The use complies with all other applicable federal, state and local laws.
- (e) The ~~Community Name~~ Washington County has notified the Secretary of the North Carolina Department of Public Safety of its intention to grant a variance at least thirty (30) calendar days prior to granting the variance.

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**ARTICLE 5. PROVISIONS FOR FLOOD HAZARD REDUCTION.**

**SECTION A. GENERAL STANDARDS.**

In all Special Flood Hazard Areas the following provisions are required:

- (1) All new construction and substantial improvements shall be designed (or modified) and adequately anchored to prevent flotation, collapse, and lateral movement of the structure.
- (2) All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage in accordance with the FEMA Technical Bulletin 2, *Flood Damage-Resistant Materials Requirements*.
- (3) All new construction and substantial improvements shall be constructed by methods and practices that minimize flood damages.
- (4) All new electrical, heating, ventilation, plumbing, air conditioning equipment, and other service equipment shall be located at or above the RFPE or designed and installed to prevent water from entering or accumulating within the components during the occurrence of the base flood. These include, but are not limited to, HVAC equipment, water softener units, bath/kitchen fixtures, ductwork, electric/gas meter panels/boxes, utility/cable boxes, hot water heaters, and electric outlets/switches.
  - (a) Replacements part of a substantial improvement, electrical, heating, ventilation, plumbing, air conditioning equipment, and other service equipment shall also meet the above provisions.
  - (b) Replacements that are for maintenance and not part of a substantial improvement, may be installed at the original location provided the addition and/or improvements only comply with the standards for new construction consistent with the code and requirements for the original structure.
- (5) All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the system.
- (6) New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of floodwaters into the systems and discharges from the systems into flood waters.
- (7) On-site waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during flooding.
- (8) Nothing in this ordinance shall prevent the repair, reconstruction, or replacement of a building or structure existing on the effective date of this ordinance and located totally or partially within the floodway, non-encroachment area, or

stream setback, provided there is no additional encroachment below the Regulatory Flood Protection Elevation in the floodway, non-encroachment area, or stream setback, and provided that such repair, reconstruction, or replacement meets all of the other requirements of this ordinance.

- (9) New solid waste disposal facilities and sites, hazardous waste management facilities, salvage yards, and chemical storage facilities shall not be permitted, except by variance as specified in Article 4, Section E(10). A structure or tank for chemical or fuel storage incidental to an allowed use or to the operation of a water treatment plant or wastewater treatment facility may be located in a Special Flood Hazard Area only if the structure or tank is either elevated or floodproofed to at least the Regulatory Flood Protection Elevation and certified in accordance with the provisions of Article 4, Section B(3).
- (10) All subdivision proposals and other development proposals shall be consistent with the need to minimize flood damage.
- (11) All subdivision proposals and other development proposals shall have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize flood damage.
- (12) All subdivision proposals and other development proposals shall have adequate drainage provided to reduce exposure to flood hazards.
- (13) All subdivision proposals and other development proposals shall have received all necessary permits from those governmental agencies for which approval is required by federal or state law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.
- (14) When a structure is partially located in a Special Flood Hazard Area, the entire structure shall meet the requirements for new construction and substantial improvements.
- (15) When a structure is located in multiple flood hazard zones or in a flood hazard risk zone with multiple base flood elevations, the provisions for the more restrictive flood hazard risk zone and the highest BFE shall apply.
- ~~(16) Fill is prohibited in the SFHA, including construction of buildings on fill. This includes not approving Conditional Letters or Letters of Map Revision – Based on Fill (CLOMR-F or LOMR-F). (maximum 280 CRS points possible) (OPTIONAL) Note: This should be consistent with Article 5, Section C (11)(c) in coastal areas.~~
- (16) Buildings and structures that are located in more than one flood hazard area shall comply with the provisions associated with the most restrictive flood hazard area.

## **SECTION B. SPECIFIC STANDARDS.**

In all Special Flood Hazard Areas where BFE data has been provided, as set forth in Article 3, Section B, or Article 5, Section D, the following provisions, in addition to the provisions of Article 5, Section A, are required:

- (1) Residential Construction. New construction and substantial improvement of any residential structure (including manufactured homes) shall have the reference level, including basement, elevated no lower than the Regulatory Flood Protection Elevation, as defined in Article 2 of this ordinance.

- (2) **Non-Residential Construction.** New construction and substantial improvement of any commercial, industrial, or other non-residential structure shall have the reference level, including basement, elevated no lower than the Regulatory Flood Protection Elevation, as defined in Article 2 of this ordinance. Structures located in Zones A, AE, AH, AO, A99 may be floodproofed to the Regulatory Flood Protection Elevation in lieu of elevation provided that all areas of the structure, together with attendant utility and sanitary facilities, below the Regulatory Flood Protection Elevation are watertight with walls substantially impermeable to the passage of water, using structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effect of buoyancy. For AO Zones, the floodproofing elevation shall be in accordance with Article 5, Section G(2). A registered professional engineer or architect shall certify that the floodproofing standards of this subsection are satisfied. Such certification shall be provided to the Floodplain Administrator as set forth in Article 4, Section B(3), along with the operational plan and the inspection and maintenance plan.
- (3) **Manufactured Homes.**
- (a) New and replacement manufactured homes shall be elevated so that the reference level of the manufactured home is no lower than the Regulatory Flood Protection Elevation, as defined in Article 2 of this ordinance.
  - (b) Manufactured homes shall be securely anchored to an adequately anchored foundation to resist flotation, collapse, and lateral movement, either by certified engineered foundation system, or in accordance with the most current edition of the State of North Carolina Regulations for Manufactured Homes adopted by the Commissioner of Insurance pursuant to NCGS 143-143.15. Additionally, when the elevation would be met by an elevation of the chassis thirty-six (36) inches or less above the grade at the site, the chassis shall be supported by reinforced piers or engineered foundation. When the elevation of the chassis is above thirty-six (36) inches in height, an engineering certification is required.
  - (c) All enclosures or skirting below the lowest floor shall meet the requirements of Article 5, Section B(4).
  - (d) An evacuation plan must be developed for evacuation of all residents of all new, substantially improved or substantially damaged manufactured home parks or subdivisions located within flood prone areas. This plan shall be filed with and approved by the Floodplain Administrator and the local Emergency Management Coordinator.
- (4) **Elevated Buildings.** Fully enclosed area, of new construction and substantially improved structures, which is below the lowest floor:
- (a) Shall not be designed or used for human habitation, but shall only be used for parking of vehicles, building access, or limited storage of maintenance equipment used in connection with the premises. Access to the enclosed area shall be the minimum necessary to allow for parking of vehicles (garage door) or limited storage of maintenance equipment (standard exterior door), or entry to the living area (stairway or elevator). The interior portion of such enclosed area shall not be finished or partitioned into separate rooms, except to enclose storage areas;
  - (b) Shall not be temperature-controlled or conditioned;
  - (c) Shall be constructed entirely of flood resistant materials at least to the Regulatory Flood Protection Elevation; and
  - (d) Shall include, in Zones A, AE, AH, AO, A99 flood openings to automatically equalize hydrostatic flood forces on walls by allowing for the entry and exit of floodwaters. To meet this requirement, the openings must either be certified by a professional engineer or architect or meet or exceed the following minimum design criteria:
    - (i) A minimum of two flood openings on different sides of each enclosed area subject to flooding;
    - (ii) The total net area of all flood openings must be at least one (1) square inch for each square foot of enclosed area subject to flooding;
    - (iii) If a building has more than one enclosed area, each enclosed area must have flood openings to allow

floodwaters to automatically enter and exit;

- (iv) The bottom of all required flood openings shall be no higher than one (1) foot above the higher of the interior or exterior adjacent grade;
- (v) Flood openings may be equipped with screens, louvers, or other coverings or devices, provided they permit the automatic flow of floodwaters in both directions; and
- (vi) Enclosures made of flexible skirting are not considered enclosures for regulatory purposes, and, therefore, do not require flood openings. Masonry or wood underpinning, regardless of structural status, is considered an enclosure and requires flood openings as outlined above.

(f) ~~Fill/Grading (OPTIONAL) Reserved~~

- ~~(i) Fill is prohibited in the SFHA (maximum 280 CRS points possible) (OPTIONAL) Note: this should be consistent with Article 5, Section A(17).~~

~~(g) Property owners shall be required to execute and record a non-conversion agreement prior to issuance of a building permit declaring that the area below the lowest floor shall not be improved, finished or otherwise converted to habitable space (30 CRS points). Community Name will have the right to inspect the enclosed area (30 CRS points). Community Name will conduct annual inspections (30 CRS points). This agreement shall be recorded with the County Name County Register of Deeds and shall transfer with the property in perpetuity. (OPTIONAL for a maximum total of 90 CRS points)~~

- ~~(h) Release of restrictive covenant. If a property which is bound by a non-conversion agreement is modified to remove enclosed areas below BFE, then the owner may request release of restrictive covenant after staff inspection and submittal of confirming documentation. (OPTIONAL)~~

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(5) Additions/Improvements.

- (a) Additions and/or improvements to pre-FIRM structures when the addition and/or improvements in combination with any interior modifications to the existing structure are:

- (i) Not a substantial improvement, the addition and/or improvements must be designed to minimize flood damages and *must not be any more non-conforming than the existing structure. (non-conforming language is OPTIONAL).*
- (ii) A substantial improvement, with modifications/rehabilitations/improvements to the existing structure or the common wall is structurally modified more than installing a doorway, both the existing structure and the addition must comply with the standards for new construction.

- (b) Additions to pre-FIRM or post-FIRM structures that are a substantial improvement with no modifications/rehabilitations/improvements to the existing structure other than a standard door in the common wall, shall require only the addition to comply with the standards for new construction.

- (c) Additions and/or improvements to post-FIRM structures when the addition and/or improvements in combination with any interior modifications to the existing structure are:

- (i) Not a substantial improvement, the addition and/or improvements only must comply with the standards for new construction consistent with the code and requirements for the original structure.
- (ii) A substantial improvement, both the existing structure and the addition and/or improvements must comply with the standards for new construction.

- (d) Any combination of repair, reconstruction, rehabilitation, addition or improvement of a building or structure taking place during a ~~insert number of years (One (1) year minimum is required)~~ 1 year period, the cumulative

cost of which equals or exceeds 50 percent of the market value of the structure before the improvement or repair is started must comply with the standards for new construction. For each building or structure, the ~~insert number of years (One (1) year minimum is required)~~ 1 year period begins on the date of the first improvement or repair of that building or structure subsequent to the effective date of this ordinance. Substantial damage also means flood related damage sustained by a structure on two separate occasions during a 10 year period for which the cost of repairs at the time of each such flood event, on the average, equals or exceeds 25 percent of the market value of the structure before the damage occurred. ~~(The repetitive loss portion is OPTIONAL, but will be required for flood insurance policy holders to be eligible for Increased Cost of Compliance (ICC) benefits for repetitive losses.)~~ If the structure has sustained substantial damage, any repairs are considered substantial improvement regardless of the actual repair work performed. The requirement does not, however, include either:

- (i) Any project for improvement of a building required to correct existing health, sanitary or safety code violations identified by the building official and that are the minimum necessary to assume safe living conditions.
- (ii) Any alteration of a historic structure provided that the alteration will not preclude the structure's continued designation as a historic structure.

(6) Recreational Vehicles. Recreational vehicles shall either:

(a) Temporary Placement

- (i) Be on site for fewer than 180 consecutive days; -or
- (ii) Be fully licensed and ready for highway use. (A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities, and has no permanently attached additions.)

(b) Permanent Placement. Recreational vehicles that do not meet the limitations of Temporary Placement shall meet all the requirements for new construction.

(7) Temporary Non-Residential Structures. Prior to the issuance of a floodplain development permit for a temporary structure, the applicant must submit to the Floodplain Administrator a plan for the removal of such structure(s) in the event of a hurricane, flash flood or other type of flood warning notification. The following information shall be submitted in writing to the Floodplain Administrator for review and written approval:

- (a) A specified time period for which the temporary use will be permitted. Time specified may not exceed three (3) months, renewable up to one (1) year;
- (b) The name, address, and phone number of the individual responsible for the removal of the temporary structure;
- (c) The time frame prior to the event at which a structure will be removed (i.e., minimum of 72 hours before landfall of a hurricane or immediately upon flood warning notification);
- (d) A copy of the contract or other suitable instrument with the entity responsible for physical removal of the structure; and
- (e) Designation, accompanied by documentation, of a location outside the Special Flood Hazard Area, to which the temporary structure will be moved.

(8) Accessory Structures. When accessory structures (sheds, detached garages, etc.) are to be placed within a Special Flood Hazard Area, the following criteria shall be met:

- (a) Accessory structures shall not be used for human habitation (including working, sleeping, living, cooking or restroom areas);
- (b) Accessory structures shall not be temperature-controlled;
- (c) Accessory structures shall be designed to have low flood damage potential;
- (d) Accessory structures shall be constructed and placed on the building site so as to offer the minimum resistance to the flow of floodwaters;
- (e) Accessory structures shall be firmly anchored in accordance with the provisions of Article 5, Section A(1);
- (f) All service facilities such as electrical shall be installed in accordance with the provisions of Article 5, Section A(4); and
- (g) Flood openings to facilitate automatic equalization of hydrostatic flood forces shall be provided below Regulatory Flood Protection Elevation in conformance with the provisions of Article 5, Section B(4)(d).

An accessory structure with a footprint less than ~~insert square foot (150 recommended)~~150 or that is a minimal investment of ~~insert Cost of Structure ((\$3,000 recommended))~~\$5000 or less and satisfies the criteria outlined above is not required to meet the elevation or floodproofing standards of Article 5, Section B (2). Elevation or floodproofing certifications are required for all other accessory structures in accordance with Article 4, Section B(3).

- (9) Tanks. When gas and liquid storage tanks are to be placed within a Special Flood Hazard Area, the following criteria shall be met:

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- (a) Underground tanks. Underground tanks in flood hazard areas shall be anchored to prevent flotation, collapse or lateral movement resulting from hydrodynamic and hydrostatic loads during conditions of the design flood, including the effects of buoyancy assuming the tank is empty;
- (b) Above-ground tanks, elevated. Above-ground tanks in flood hazard areas shall be elevated to or above the Regulatory Flood Protection Elevation on a supporting structure that is designed to prevent flotation, collapse or lateral movement during conditions of the design flood. Tank-supporting structures shall meet the foundation requirements of the applicable flood hazard area;
- (c) Above-ground tanks, not elevated. Above-ground tanks that do not meet the elevation requirements of Section B (2) of this ordinance shall be permitted in flood hazard areas provided the tanks are designed, constructed, installed, and anchored to resist all flood-related and other loads, including the effects of buoyancy, during conditions of the design flood and without release of contents in the floodwaters or infiltration by floodwaters into the tanks. Tanks shall be designed, constructed, installed, and anchored to resist the potential buoyant and other flood forces acting on an empty tank during design flood conditions.
- (d) Tank inlets and vents. Tank inlets, fill openings, outlets and vents shall be:
  - (i) At or above the Regulatory Flood Protection Elevation or fitted with covers designed to prevent the inflow of floodwater or outflow of the contents of the tanks during conditions of the design flood; and
  - (ii) Anchored to prevent lateral movement resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy, during conditions of the design flood.

- (10) Other Development.

- (a) Fences in regulated floodways and NEAs that have the potential to block the passage of floodwaters, such as stockade fences and wire mesh fences, shall meet the limitations of Article 5, Section F of this ordinance.
- (b) Retaining walls, sidewalks and driveways in regulated floodways and NEAs. Retaining walls and sidewalks

and driveways that involve the placement of fill in regulated floodways shall meet the limitations of Article 5, Section F of this ordinance.

- (c) Roads and watercourse crossings in regulated floodways and NEAs. Roads and watercourse crossings, including roads, bridges, culverts, low-water crossings and similar means for vehicles or pedestrians to travel from one side of a watercourse to the other side, that encroach into regulated floodways shall meet the limitations of Article 5, Section F of this ordinance.
- (d) Commercial storage facilities are not considered "limited storage" as noted in this ordinance, and shall be protected to the Regulatory Flood Protection Elevation as required for commercial structures.

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**SECTION C. RESERVED.**

**SECTION D. STANDARDS FOR FLOODPLAINS WITHOUT ESTABLISHED BASE FLOOD ELEVATIONS.**

Within the Special Flood Hazard Areas designated as Approximate Zone A and established in Article 3, Section B, where no BFE data has been provided by FEMA, the following provisions, in addition to the provisions of Article 5, Section A, shall apply:

- (1) No encroachments, including fill, new construction, substantial improvements or new development shall be permitted within a distance of twenty (20) feet each side from top of bank or five times the width of the stream, whichever is greater, unless certification with supporting technical data by a registered professional engineer is provided demonstrating that such encroachments shall not result in any increase in flood levels during the occurrence of the base flood discharge.
- (2) The BFE used in determining the Regulatory Flood Protection Elevation shall be determined based on the following criteria:
  - (a) When BFE data is available from other sources, all new construction and substantial improvements within such areas shall also comply with all applicable provisions of this ordinance and shall be elevated or floodproofed in accordance with standards in Article 5, Sections A and B.
  - (b) When floodway or non-encroachment data is available from a Federal, State, or other source, all new construction and substantial improvements within floodway and non-encroachment areas shall also comply with the requirements of Article 5, Sections B and F.
  - (c) All subdivision, manufactured home park and other development proposals shall provide BFE data if development is greater than five (5) acres or has more than fifty (50) lots/manufactured home sites. Such BFE data shall be adopted by reference in accordance with Article 3, Section B and utilized in implementing this ordinance.
  - (d) When BFE data is not available from a Federal, State, or other source as outlined above, the reference level shall be elevated or floodproofed (nonresidential) to or above the Regulatory Flood Protection Elevation, as defined in Article 2. All other applicable provisions of Article 5, Section B shall also apply.

**SECTION E. STANDARDS FOR RIVERINE FLOODPLAINS WITH BASE FLOOD ELEVATIONS BUT WITHOUT ESTABLISHED FLOODWAYS OR NON-ENCROACHMENT AREAS.**

Along rivers and streams where BFE data is provided by FEMA or is available from another source but neither floodway nor non-encroachment areas are identified for a Special Flood Hazard Area on the FIRM or in the FIS report, the following requirements shall apply to all development within such areas:

- (1) Standards of Article 5, Sections A and B; and
- (2) Until a regulatory floodway or non-encroachment area is designated, no encroachments, including fill, new construction, substantial improvements, or other development, shall be permitted unless certification with supporting technical data by a registered professional engineer is provided demonstrating that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one (1) foot at any point within the community.

**SECTION F. FLOODWAYS AND NON-ENCROACHMENT AREAS.**

Areas designated as floodways or non-encroachment areas are located within the Special Flood Hazard Areas established in Article 3, Section B. The floodways and non-encroachment areas are extremely hazardous areas due to the velocity of floodwaters that have erosion potential and carry debris and potential projectiles. The following provisions, in addition to standards outlined in Article 5, Sections A and B, shall apply to all development within such areas:

- (1) No encroachments, including fill, new construction, substantial improvements and other developments shall be permitted unless:
  - (a) It is demonstrated that the proposed encroachment would not result in any increase in the flood levels during the occurrence of the base flood discharge, based on hydrologic and hydraulic analyses performed in accordance with standard engineering practice and presented to the Floodplain Administrator prior to issuance of floodplain development permit; or
  - (b) A Conditional Letter of Map Revision (CLOMR) has been approved by FEMA. A Letter of Map Revision (LOMR) must also be obtained within six months of completion of the proposed encroachment.
- (2) If Article 5, Section F(1) is satisfied, all development shall comply with all applicable flood hazard reduction provisions of this ordinance.
- (3) Manufactured homes may be permitted provided the following provisions are met:
  - (a) The anchoring and the elevation standards of Article 5, Section B(3); and
  - (b) The encroachment standards of Article 5, Section F(1).

**SECTION G. STANDARDS FOR AREAS OF SHALLOW FLOODING (ZONE AO).**

Located within the Special Flood Hazard Areas established in Article 3, Section B, are areas designated as shallow flooding areas. These areas have special flood hazards associated with base flood depths of one (1) to three (3) feet where a clearly defined channel does not exist and where the path of flooding is unpredictable and indeterminate. In addition to Article 5, Sections A and B, all new construction and substantial improvements shall meet the following requirements:

- (1) The reference level shall be elevated at least as high as the depth number specified on the Flood Insurance Rate Map (FIRM), in feet, plus a freeboard of ~~insert freeboard [two (2), (feet of freeboard selected for Regulatory Flood Protection Elevation definition)]~~ four (4) feet, above the highest adjacent grade; or at least ~~insert feet [Two (2), (A minimum of two (2) feet is required and four (4) feet is recommended where a depth is not provided)]~~ four (4) feet above the highest adjacent grade if no depth number is specified.
- (2) Non-residential structures may, in lieu of elevation, be floodproofed to the same level as required in Article 5, Section I(1) so that the structure, together with attendant utility and sanitary facilities, below that level shall be watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. Certification is required in accordance with Article 4, Section B(3) and Article 5, Section B(2).
- (3) Adequate drainage paths shall be provided around structures on slopes, to guide floodwaters around and away from

June 2017

27

2017 Washington County, North Carolina

2020 NC Model Flood Damage Prevention Ordinance-Non-Coastal-with-w/ Table of Contents



proposed structures.

**SECTION H. STANDARDS FOR AREAS OF SHALLOW FLOODING (ZONE AH).**

Located within the Special Flood Hazard Areas established in Article 3, Section B, are areas designated as shallow flooding areas. These areas are subject to inundation by 1-percent-annual-chance shallow flooding (usually areas of ponding) where average depths are one (1) to three (3) feet. Base Flood Elevations are derived from detailed hydraulic analyses are shown in this zone. In addition to Article 5, Sections A and B, all new construction and substantial improvements shall meet the following requirements:

- (1) Adequate drainage paths shall be provided around structures on slopes, to guide floodwaters around and away from proposed structures.

**ARTICLE 6. LEGAL STATUS PROVISIONS.**

**SECTION A. EFFECT ON RIGHTS AND LIABILITIES UNDER THE EXISTING FLOOD DAMAGE PREVENTION ORDINANCE.**

This ordinance in part comes forward by re-enactment of some of the provisions of the Flood Damage Prevention Ordinance enacted ~~insert adoption date of the community's initial Flood Damage Prevention Ordinance~~8/19/1985 as amended, and it is not the intention to repeal but rather to re-enact and continue to enforce without interruption of such existing provisions, so that all rights and liabilities that have accrued thereunder are reserved and may be enforced. The enactment of this ordinance shall not affect any action, suit or proceeding instituted or pending. All provisions of the Flood Damage Prevention Ordinance of ~~Community Name enacted on insert adoption date of the community's initial Flood Damage Prevention Ordinance~~Washington County enacted on 8/19/1985, as amended, which are not reenacted herein are repealed.

*Municipal:* The date of the initial Flood Damage Prevention Ordinance for ~~County Name~~Washington County is ~~insert adoption date of the community's initial Flood Damage Prevention Ordinance~~8/19/1985.

*County:* The date of the initial Flood Damage Prevention Ordinance for each municipal jurisdiction within ~~County Name~~ County is as follows:

*List each municipality within the County with its initial ordinance date.*

**SECTION B. EFFECT UPON OUTSTANDING FLOODPLAIN DEVELOPMENT PERMITS.**

Nothing herein contained shall require any change in the plans, construction, size, or designated use of any development or any part thereof for which a floodplain development permit has been granted by the Floodplain Administrator or his or her authorized agents before the time of passage of this ordinance; provided, however, that when construction is not begun under such outstanding permit within a period of six (6) months subsequent to the date of issuance of the outstanding permit, construction or use shall be in conformity with the provisions of this ordinance.

**SECTION C. SEVERABILITY.**

If any section, clause, sentence, or phrase of the Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way effect the validity of the remaining portions of this Ordinance.

**SECTION D. EFFECTIVE DATE.**

This ordinance shall become effective ~~insert upon adoption or a specific date upon adoption~~.

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**SECTION E. ADOPTION CERTIFICATION.**

I hereby certify that this is a true and correct copy of the Flood Damage Prevention Ordinance as adopted by the governing body of ~~Community-Name, County~~ Commissioners of Washington County, North Carolina, on the 5<sup>th</sup> day of April, 2021.

\_\_\_\_\_  
William R. "Bill" Sexton, Jr., Chair  
Washington County Board of Commissioners

**ATTEST:**

\_\_\_\_\_  
Julie J. Bennett, CMC, NCMCC  
Clerk to the Board

**WASHINGTON COUNTY BOARD OF COMMISSIONERS**

**AGENDA STATEMENT**

**ITEM NO: 5**

**DATE: April 5, 2021**

**ITEM: Update from Republic Services, Mr. Chris Wilson, Operations Manager**

**SUMMARY EXPLANATION:**

Mr. Chris Wilson, Republic Services Operations Manager will give the Board and update about Republic Services.

**WASHINGTON COUNTY BOARD OF COMMISSIONERS**

**AGENDA STATEMENT**

**ITEM NO: 6**

**DATE: April 5, 2021**

**ITEM: Update from Trillium, Mr. Dave Peterson, Senior Regional Manager**

**SUMMARY EXPLANATION:**

Mr. Dave Peterson, Senior Regional Manager of Trillium requested to be on the agenda to give an update on Trillium to the Commissioners.

See attached.

# TRILLIUM HEALTH RESOURCES ANNUAL REPORT WASHINGTON COUNTY

*DAVE PETERSON, MA  
SENIOR REGIONAL DIRECTOR*

Transforming Lives



# TRILLIUM UPDATE

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Trillium's mission: Transforming lives and building community well-being through partnership and proven solutions.

- Who We Are
- Medicaid Transformation Changes
- Organizational changes- Call centers, Contracts, Care Management
- COVID-19 Response
- County Data

# Who We Are - Numbers

- 26 Counties
- 1,469,101 total population
- 266,000 Medicaid Eligible
- Served 58,452 individuals from mild to severe mental health needs
  - 70% with MH needs
  - 20% with SUD
  - 10% with IDD
- Approximately 500 Providers
- \$475,921,857.00 spent on services last year
- Smallest County- Tyrrell 3,665- Largest County -New Hanover 232,274
- Cover over 12,000 square miles

# Trillium Map per Region

REGION	POPULATION	SQUARE MILES	# OF COUNTIES
Northern	201,969	3,511	10
Central	494,441	4,717	9
Southern	772,691	4,176	7



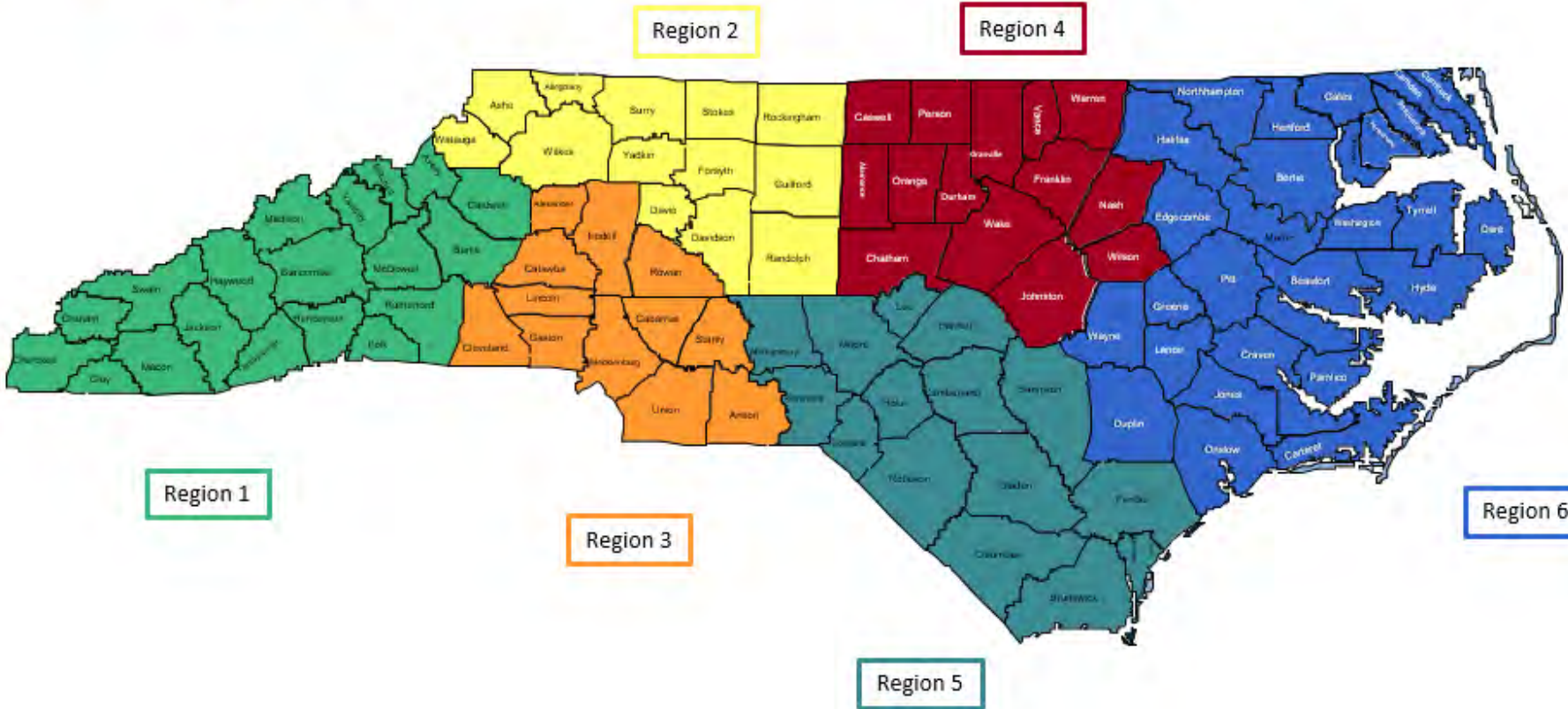


# Medicaid Transformation- Standard Plans

- **Standard Plan- 5 companies were awarded**
  - Amerihealth Caritas NC Inc.
  - Blue Cross Blue Shield of NC
  - UnitedHealthcare of NC Inc.
  - WellCare of NC Inc.
  - Carolina Complete Health- covers regions 3, 4 and 5
- ❖ **These Plans will be managing the mild to moderate Medicaid behavioral health recipients**

# Map of Standard Plan Regions

## Managed Medicaid Coverage Regions



# Medicaid Transformation Standard Plans continued:

- Standard Plan Insurance Companies Timeline:
- March 15<sup>th</sup> through May 14<sup>th</sup> - Open Enrollment
- May 15<sup>th</sup>- Auto enrollment
- July 1<sup>st</sup> 2021- Standard Plans begin to serve Medicaid individuals with Low to Moderate needs

# Medicaid Transformation Tailored Plan:

- 5-7 Managed Care Organizations- NCACC recommended the current LME/MCO map
- Managing the high risk/high cost individuals with mental health, developmental disabilities and substance use
- DHHS released the RFA on November 13<sup>th</sup> 2020
- Managing the whole person- both physical health and behavioral health



# Medicaid Transformation Tailored Plan Continued

- Applications were due back to the state on Feb 2<sup>nd</sup> 2021 and we submitted ours on time
- DHHS will award the contracts on June 11<sup>th</sup>, 2021 to 5-7 MCO's
- We will have a readiness review late fall
- July 1<sup>st</sup> 2022- Begin the Tailored Plan the more Severe behavioral Health, Substance use and IDD population like we do today

# What will it Look like

- Manage the whole person both Behavioral and Physical health
- Focus on the Social Determinants of Health-
  1. Transportation
  2. Housing
  3. Food Insecurities
  4. Employment
  5. Personal Safety
- Contract with every pharmacy in our 26 counties
- Contract with all primary care physicians that provide services to Medicaid consumers
- Provide Tailored Care Management

# Organizational changes

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## Call Centers

- Pharmacy
- Provider
- Nurse
- Current Call Center

## Contracts

- Pharmacy
- Primary Care Offices

## Care Management

- Whole Person Care



# Impact today

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- Consumers will remain with the same services with their MCO
- We will still move forward with developing the infrastructure to serve the whole person
- Work towards contracting with pharmacies and primary care services

# COVID - 19 IMPACT

- Setup a separate webpage for all of our information regarding COVID-19
- Some rate increases extended ranging from 5% - 30% to Network Providers
- Waiving Prior Authorizations
- Supplying COVID Kits to providers/consumers
- Respite for Children with IDD increased to 30 hours
- Telehealth continues to be provided when needed
- Food Delivery

# COVID-19 Impact continued...

- Promoting Hope4NC
- Trillium continues remote status with office usage limited to 15% of allowed capacity
- Access to Care continues to be in operation 24 hours per day.
- <https://www.trilliumhealthresources.org/news-events-training/coronavirus-information>

# Project Updates

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- DSS Respite Homes
- 1200 Naloxone kits
- COVID Kits for Providers and Consumers
- Increased Rates for providers Direct Care Staff
- Hand Sanitizer stations at Playgrounds
- Racial Equity Projects- internal and external
- Safe Schools/Health Kids- online training on a variety of topics
- Crisis and Disaster Response Department

# Consumers served in Washington County

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**Total Consumers served - 582**

- **Mental Health - 426**
- **Substance Use - 122**
- **I/DD - 73**

Total is unduplicated, since a single individual may receive services in more than one category

# QUESTIONS?

Transforming Lives



**WASHINGTON COUNTY BOARD OF COMMISSIONERS**

**AGENDA STATEMENT**

**ITEM NO: 7**

**DATE: April 5, 2021**

**ITEM: COVID-19 and Vaccine Update, Mr. Wes Gray, MTW Health Department Director**

**SUMMARY EXPLANATION:**

Mr. Wes Gray, Director of MTW Health Department will speak to the Board and give an update on COVID-19 and the vaccine and how it is affecting the citizens of Washington County.

**WASHINGTON COUNTY BOARD OF COMMISSIONERS**

**AGENDA STATEMENT**

**ITEM NO: 8**

**DATE: April 5, 2021**

**ITEM: Department Information Update: Tax Office, Ms. Sherri Wilkins, Tax Administrator**

**SUMMARY EXPLANATION:**

This is a new item added to the monthly agenda. Each month a different Department Head will be asked to come and speak to the Commissioners about the work going on in their area. For the April 5, 2021 meeting, the Department Head for the Tax Office, Ms. Sherri Wilkins will give an update.



**WASHINGTON COUNTY BOARD OF COMMISSIONERS**

**AGENDA STATEMENT**

**ITEM NO: 9**

**DATE: April 5, 2021**

**ITEM: Real Property Surplus, Mr. Curtis Potter, CM/CA**

**SUMMARY EXPLANATION:**

Mr. Potter will discuss Real Property Surplus with the Commissioners.

See attached information and resolution for approval.

# COUNTY OF WASHINGTON

## BOARD OF COMMISSIONERS

### COMMISSIONERS:

WILLIAM "BILL" R. SEXTON, JR., CHAIR  
TRACEY A. JOHNSON, VICE-CHAIR  
ANN C. KEYES  
CAROL V. PHELPS  
JULIUS WALKER, JR.



### ADMINISTRATION STAFF:

CURTIS S. POTTER  
COUNTY MANAGER/ COUNTY ATTORNEY  
cpotter@washconc.org

JULIE J. BENNETT, CMC, NCMCC  
CLERK TO THE BOARD  
jbennett@washconc.org

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## RESOLUTION 2021-003

### RESOLUTION AUTHORIZING SALE OF REAL PROPERTY, 758 SPRUILL BRIDGE ROAD CRESWELL, BY ELECTRONIC PUBLIC AUCTION PURSUANT TO G.S. 160 A-270

**WHEREAS**, G.S. 160A-270 authorizes the Board of County Commissioners of Washington County to sell real property at public auction, including electronic public auction, upon adoption of a resolution authorizing the appropriate official to dispose of the property at public auction subject to the Board's acceptance of the highest bid; and

**WHEREAS**, the County Manager has recommended that the property, described below, should be sold as public auction as surplus property; and 758 Spruill Bridge Creswell, NC; Tax Pin #7777.00-67-2165; Deed Book 525, Page 372-373;

**NOW THEREFORE**, the Board of County Commissioner of Washington County hereby resolves as follows:

1. The County Manager or their designee is authorized to sell by electronic auction at [www.govdeals.com](http://www.govdeals.com) the surplus property described above during the next 120 days following approval of this resolution.
2. Electronic advertisements of the sale of real property, described above, shall be posted at least 30 calendar days prior to the date on which bidding for the property opens.
3. Electronic advertisements shall be posted on the Washington County website and, where feasible, by other electronic means through which notice of the electronic auction may be broadly advertised.
4. Electronic advertisements shall identify and provide a general description of the property to be sold, the date and time at which electronic bidding opens, the electronic address where information about the property to be sold can be found, a reference to the resolution authorizing the sale, and any other relevant terms and conditions of sale.
5. After conclusion of the bid process, the results shall be reported to the Board at their next regularly scheduled meeting, and the Board shall accept or reject the bid within 30 days of said report.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
William "Bill" R. Sexton, Chair  
Washington County Board of Commissioners

ATTEST:

\_\_\_\_\_  
Julie J. Bennett, CMC, NCMCC  
Clerk to the Board

Washington County, NC  
**Real Property Interest & Surplus Form**

RECEIVED  
APR 01 2021  
Washington County Auctions Office

From time to time Washington County acquires certain real property interests which may be considered as surplus. In most instances the county is required by applicable law to sell such property to the highest bidder at public auction, which may be conducted online, and which requires the final approval of the Board of County Commissioners of the terms of any actual sale, including without limitation the Board's acceptance of the final highest amount bid for the property.

This form is intended to be used by individuals interested in purchasing such property, or by administrative officials interested in disposing of such property, to request the Board of County Commissioners preliminary consent to advertise and attempt to sell to the highest bidder at public auction the specific parcel(s) described in the form below. This form is also intended to assist the Board to evaluate the reasonable fair market economic value of the specific property relevant to any initial minimum bid amount established, or for the final approval of any actual sale of the property.

This form shall NOT be considered as any kind of binding offer or contract to purchase any property interest. Any and all sales are subject to final approval by the Board and unless otherwise expressly stated shall contain no warranties or representations with respect to the current conditions or future potential use of any property for any specific purposes whatsoever. Therefore all parties are advised to consult independent legal counsel and conduct their own due diligence prior to making any and all bids for or closing on the purchase of any advertised surplus property.

Additional information regarding the county real property surplus process may be found online at: \_\_\_\_\_

I the undersigned, am interested in acquiring that certain real property located at the following address:

758 Spruill Bridge Rd. Creswell, NC

With a PIN of: # 7777.00-67-2165 and a currently assessed tax value of: \$26,700.00

I consider the reasonable fair market value of such property to be approximately: \$ 8,000

based on the following circumstances/considerations:

Print Name: Ray Collins Sr. Signature: Ray Collins Sr.

Date: 3-27-21 Phone: (252) 802-0340

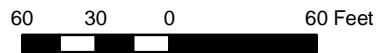
Mailing Address: 1866 Old Cherry Rd Creswell, NC. 27928

Email: Ray Collins 921@gmail.com

Please return completed forms or submit questions to the County Manager's Office at  
PO Box 1007/ 116 Adams St - Plymouth, NC 27962  
(252)793-5823 – cmoassistant@washconc.org

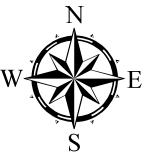


1 inch = 78 feet



WASHINGTON COUNTY  
758 SPRUILL BRIDGE RD  
CRESWELL, NC 27928  
TAX PIN #7777.00-67-2165  
ACRES:1.00

WASHINGTON COUNTY GIS/MAPPING  
HARRY WHITE - DIRECTOR  
FEB 10, 2020



MAP 33-84 TWP/RURAL # 4 I/O 0 DIST 42420 758 SPRUILL BRIDGE RD  
 RHODES, EVA P. (SWEETING HICKMAN), HEIRS C/O WASHINGTON COUNTY TAX PO BOX 1007 PLYMOUTH, NC 27962  
 BLDG SGL FAM CL D BLDG SGL FAM CL D BLDG SGL FAM CL D  
 BL 820.0 BP 92.96 NEW CONSTRUCTION 11 PARCEL # 7676  
 PER 122.0 CF 1.00 PIN 7777.00-67-2165  
 WR 6.72 SV 92.96 HEARING CODE  
 COMPUTER CONTROL FIELDS WASHINGTON COUNTY  
 Principal Building Add/ Ded Price Schedule Value  
 1S/FR 41\*20\*41\*20 820.0 70.65 57933  
 Sty. Atch. Building Code

TOTAL SCHEDULE		VALU		COST / MARKET / INCOME / CORRELATIVES	
Listed		Grade	D	Repl. Val.	47702
Dated	02/13/13	Norm Cond.	B	Const. Conv.	1.00
Reviewed	55	Mkt. Cor.	O	b Rep. V.	47702
Run Date	04/01/2021	Accr. Cond.		Appr. Val.	13834
Reval. Year	2013				

**ASSESSMENT CONTROL INFORMATION**  
 Sales Price Date Year Built 1920  
 Trans. Date No# 167257L Additions  
 Action List Correction Modernized 1993  
 Comments Quali. Code Effective Year 1980  
 HOUSE VACANT-POOR COND. No. of Units 1  
 Utilities E  
 No. of Rooms  
 Street  
 Topo. Good  
 Income  
 Rate  
 Ind V.  
 Land V.  
 B. Resid.

DETACHED GARAGES, OUTBUILDINGS, ALL OTHER & MISC. ITEMS.										
Code	Description	Size	SV	Repl. Value	A DEPR.	B DEPR.	C DEPR.	Appr. Value.	Market Value	Item No.
					%	%	%	%	12900	HOMESTIE
					%	%	%	%	12500	CLEARED
					%	%	%	%	400	WOODED
					%	%	%	%	13800	BUILDING
					%	%	%	%	0	OUTBLDG
					%	%	%	%		TOB. ALLOTMENT
					%	%	%	%		PEA. ALLOTMENT
					%	%	%	%	26700	<b>TOTAL</b>

**LAND SCHEDULE**  
 CLASS Residential  
 Zone  
 Frontage Ref. Frontage Ref. Avg. Depth Classification Depth Factor Equivi. Frmtg. Acres or Units  
 Balance Bldg Site  
 2500 12500  
 0.160 1.000  
 1.16

LAND SCHEDULE	ZONE	Frontage Ref.	Frontage Ref.	Avg. Depth	Classification	Depth Factor	Equivi. Frmtg. Acres or Units
Residential				Balance	Bldg Site		1.000
							0.160
<b>TOTAL LAND VALUE</b>							<b>1.16</b>

**WASHINGTON COUNTY BOARD OF COMMISSIONERS**

**AGENDA STATEMENT**

**ITEM NO: 10**

**DATE: April 5, 2021**

**ITEM: AQUA Discussion, Ms. Sharon V. Becker, President and Mr. Ruffin Poole, Director**

**SUMMARY EXPLANATION:**

Ms. Becker and Mr. Poole of AQUA will give a presentation on their services and what they could do with our County.

See attached.

# Washington County Water System



AQUA<sup>SM</sup>

April 5, 2021

Confidential

# Aqua Team

**Shannon Becker**  
President  
Aqua North Carolina, Inc.

**C. Ruffin Poole**  
Director  
Corporate Development  
Aqua North Carolina, Inc.





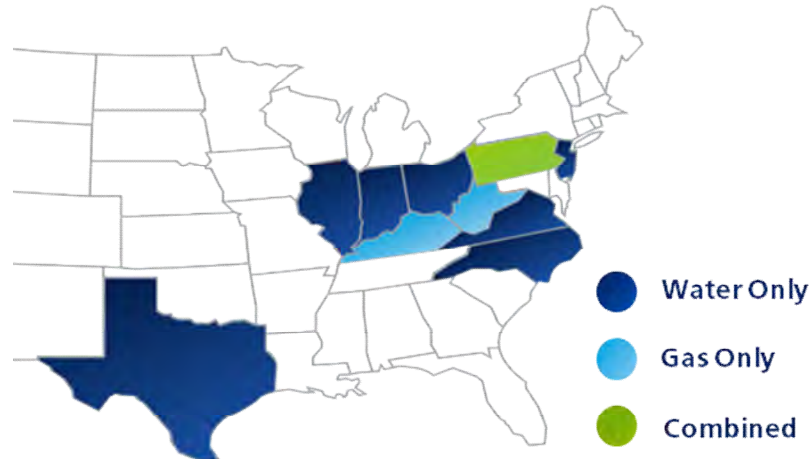
## AGENDA

- **Introduction**
- **Aqua Company Overview**
- **Capital Planning and Water System Experience**
- **Reliability, Emergency Response and Customer Service**
- **Environmental Stewardship**
- **Community Engagement**
- **Overview of Fair Market Value**
- **Rates**
- **Aqua's Expertise**
- **Acquisition Process and Partnership with Washington County**

## Company Overview

- Changed name from Aqua America to Essential Utilities, prior to closing the acquisition of Peoples Gas in March 2020
- One of the largest publicly traded water, wastewater and natural gas providers in the U.S.
- Serving approximately 5 million people across 10 states under the Aqua and Peoples brands
- Ticker Symbol – (WTRG) - \$10.0 billion in market capitalization
- Stable investment grade rated company (A- at S&P) with strong access to capital
- Total annual capital budget of approximately \$950 million

- Operating in 10 states
- Over 3,100 employees serving more than 5 million people
- Combined rate base greater than \$7.0 billion



## AQUA™

- Founded in 1886; headquartered in Bryn Mawr, PA
- Large multi-state water & wastewater company with \$5.0 billion of rate base as of year-end 2019
- >99% earnings from the regulated water and wastewater utility business
- 225 MGD water production



## PEOPLES™

- Founded in 1885; headquartered in Pittsburgh, PA
- Largest natural gas distribution company in PA with \$2.3 billion of rate base as of year-end 2019
- 15,000 miles of distribution pipeline, 2,400 miles of gathering pipeline and 310 miles of intrastate transmission pipeline
- >98% of earnings from regulated gas distribution

# Aqua North Carolina



## OUR CORE VALUES:

Integrity, Respect and the Pursuit of Excellence

## OUR MISSION:

Protecting and providing Earth's most essential resource.



## OUR VISION:

At Aqua America, we know that water is a precious resource – one that plays a critical role in sustaining life. We take seriously our responsibility to protect and provide this essential resource. We are committed to sustainable business practices; excellent customer service; attracting and developing top talent; the strategic growth of our company; delivering shareholder value; investing in technology and infrastructure; and giving back to the communities in which we operate. We do all these with integrity and transparency.



# Aqua New North Carolina At A Glance

as of April 2021

## Water

## Wastewater



**84K** WATER CONNECTIONS



**1470+** WELLS



**730+** WATER SYSTEMS



**185** EMPLOYEES



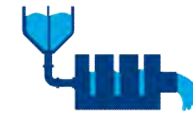
**51** COUNTIES



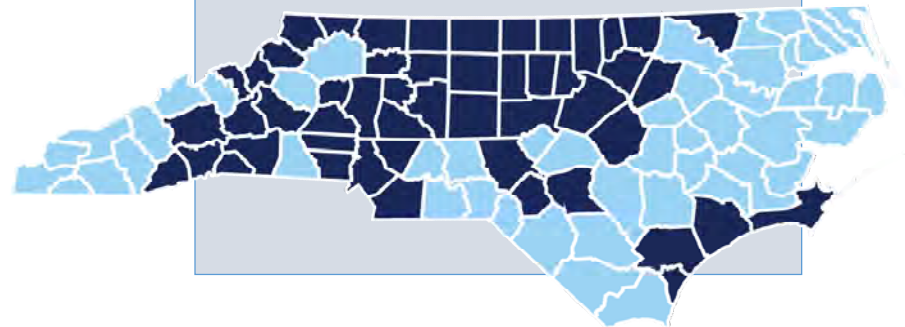
**300K** PEOPLE SERVED



**21K** WASTEWATER CONNECTIONS



**59** WASTEWATER TREATMENT FACILITIES



# Aqua NC Team – Coastal Division

*Strong deep bench in NC focused on delivering safe and reliable water & wastewater service.*

**Shannon Becker**  
President,  
Aqua North Carolina Inc.  
15+ Years

**Joe Pearce, P.E.**  
Director of Operations  
30+ Years

**Amanda Berger**  
Environmental Compliance  
20+ Years

**Michael Melton**  
Director of Engineering  
20 + Years

**Joel Mingus**  
Area Manager  
20+ Years

**Chris Collins**  
Area Supervisor  
20+ Years

**Aqua North Carolina has 26 Operators in Coastal Division**

# Capital Investment

*Aqua prudently and efficiently invests capital to maintain compliance and the highest levels of service. In the communities whose systems we acquire, we assume all of responsibilities of Capex as part of our continued operations.*



Aqua NC spent \$110M over the past 3 years to replace and rehabilitate aging infrastructure including iron and manganese removal facilities, water mains, wastewater treatment plants and wastewater collection systems.

# Proposed Capital Investment in Washington County

*Aqua is committed to investing in the infrastructure in Washington County. The five-year capital plan includes over \$4M in improvements over the first five years including a new reverse osmosis water treatment facility.*



## Water in Washington County

- Water Treatment Upgrades:
  - New Reverse Osmosis Treatment Facility
- Tank Painting, Repair, and Altitude values
- Conversion from Gas Chlorine to Hypofeed System
- Well Security Improvements
- Water Loss Study & Main replacement program
- Service Renewals
- Meter Replacements (AMR)
- SCADA Improvements
- Booster Stations Improvements
- Ammonia & Phosphate system upgrades

# Reliability and Emergency Response



- Multiple resources to address water and emergencies
  - On-call employees and contractors including operators, engineers, and environmental specialists
  - Operations control center staffed 24/7/365 for critical operations and security checks



# Customer Service



## Customer Service

- Maintain NC Emergency Operations Plan
- Outstanding Customer service during Severe Weather Events
- U.S. based 24/7/365 Aqua-owned customer service call centers
  - One in North Carolina
- Extensive data management system to protect customer information

Source of Image: CustomerInsightExperience.com



## Convenient Bill Pay

- Convenient e-billing and bill pay options on our website
- WaterSmart also provides outage alerts and tips to help with water conservation, leak identification, pipe protection, etc.
- Local Western Union payment option also available

# J.D. Power 2020 Water Utility Residential Survey

By customer satisfaction, according to J.D. Power's survey, Aqua is the top-rated midsize private utility in the South region

## J.D. Power Survey Index Criteria



Key Factors



QUALITY AND RELIABILITY

29%



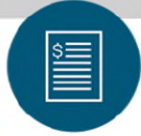
PRICE

21%



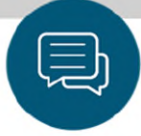
Conservation

16%



BILLING & PAYMENT

14%



COMMUNICATIONS

14%



CUSTOMER SERVICE

6%

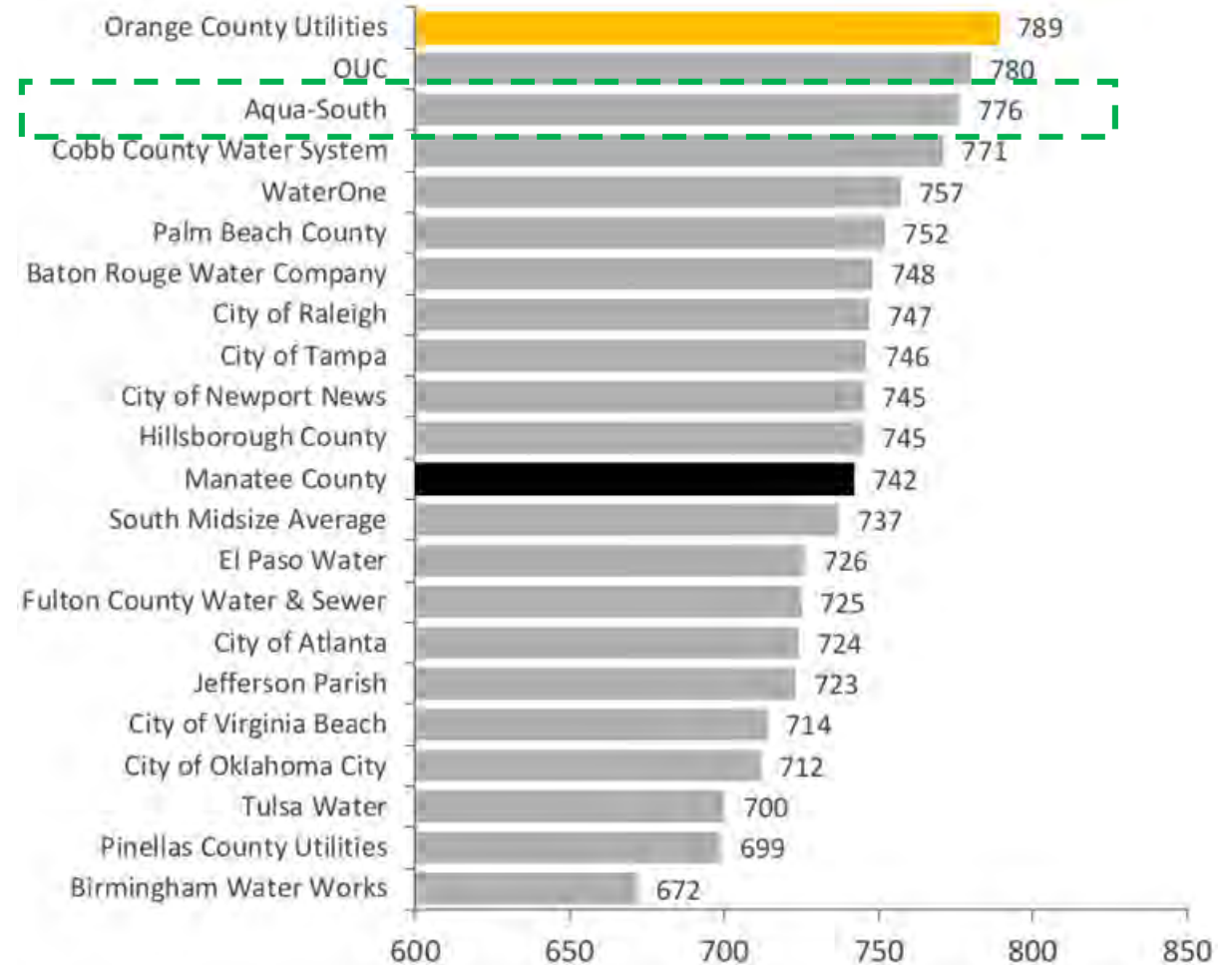
## J.D. Power Survey Scope

32,675  
TOTAL RESPONSES  
NATIONALLY

5<sup>TH</sup>  
YEAR OF THE STUDY

90 BRANDS  
WITH 400,000+  
RESIDENTIAL  
CUSTOMERS

## J.D. Power Results for Mid-Sized South



Highest Rating  
 Midsize Average

# Environmental and Regulatory Responsibilities

*Aqua strives to be the best custodian of the environment with a focus on conservation and stewardship. Aqua will take over all the responsibilities of the complex compliance requirements following an acquisition. In addition, Aqua has very strong relationships with all regulators with whom we work with.*



## Working with Environmental Regulators



## Working with the North Carolina Utilities Commission (“NCUC”)



*Aqua employees with the “TreeVitalize” grant program*



*Aqua has an on-site lab that performs 270k tests/year*



*Aqua North Carolina is an entirely regulated utility, falling under the purview of the NCUC and NCDEQ. Aqua North Carolina can only change its rates after obtaining approval from the NCUC.*

# Community Engagement

Aqua North Carolina is deeply entrenched within the local communities where we operate. After all, our employees not only work in local communities, but live there too.

Aqua's corporate giving and volunteer program, the Ripple Effect, provides employees the opportunity to volunteer during the workday for events like tree plantings, stream clean-ups, local food banks and many others.



Our core values guide and inspire our work as we interact with each other and our customers.



# FMV Overview

## Legislation Overview

- Signed into law – June 2018
- Rules adopted – December 2020
- Valuation process allows local governments to receive fair market value for systems
- Removes regulatory roadblocks between buyers and sellers
- Improves transparency and certitude of acquisition process

## Problem Addressed by Legislation

- Underfunded Local Government Water and Wastewater Systems
- Deferred Maintenance is a disservice to the rate payers
- EPA estimates \$31.6B infrastructure needed over next 20 years
- \$190B private capital available for water and wastewater infrastructure
- \$1B investment = \$3.46B economic output
- Supports 28,500 jobs

## Why Municipalities are Embracing FMV

- Increased water and wastewater regulations
- Aging infrastructure (and workforce)
- Avoid future expected or unexpected capital needs
- Desire to focus on core operations
- Ability to put the sale proceeds to work in the community
- Continued delivery of safe water and wastewater services

# How FMV Works

Below is an illustrative example of the FMV process. Aqua will work with Washington County professional staff.

*County decides to evaluate a sale of its system*

*Bidder conducts due diligence*

*Bidder provides a formal proposal*

*County reviews and votes to accept proposal*

*Bidder and County negotiate & execute an APA*

*Engineering Assessment conducted*

*Utility Valuation Experts determine valuations*

*Submit a NCUC application for approval*

# Summary of FMV

---

- Completely voluntary; withdraw anytime during the process until APA is signed
- Three valuation experts separately appraise value
- NCUC approves purchase
- NCUC reviews and sets rates
- Consumer advocate works on your behalf at the NCUC

# Rates Information

- If a transaction occurs, Aqua will adopt the County's current water rates until the next rate case
- Heavily regulated - Aqua does not set customer rates
- Only the North Carolina Utilities Commission (NCUC) can approve and determine customer rates
  - Expenditures must be deemed *prudent*
- Rates can only change as a result of a legal rate proceeding which includes:
  - Public hearings – customer input
  - Review by Public Staff of the Utilities Commission and other consumer advocates
  - Analysis of expenditures to ensure prudence





# Our Expertise



**Customer Focus  
with 24/7/365  
Customer Service**

**Water Treatment  
and Distribution**

**Emergency  
Preparedness and  
Response**

**Continuous System  
Monitoring and  
Preventive  
Maintenance**

**Capital Planning  
and Asset  
Management**

**Regulatory and  
Environmental  
Compliance**

**Prioritization of  
safety on all  
projects and  
operations**

# Making the Decision

1



Aqua Approach  
Respect,  
Integrity and  
Excellence



2



Washington  
County water  
customer would  
be Aqua's future  
water customers



3



Thriving  
communities and  
growth occur  
with a solid  
utility in place



4



Our goal is to help  
the County flourish  
and succeed through  
this acquisition



5

AQUA

The team in front  
of you now will  
be the same  
people you will  
deal with  
throughout the  
process



6



We understand  
and appreciate  
the magnitude of  
your decision

## We want to be your solution!



**We're Ready for Your Questions**

[WaterByAqua.com](http://WaterByAqua.com)



### PROPOSAL

To: Washington County, North Carolina

From: Bidder: JONES AND Smith CONTRACTORS, LLC  
 Address: 112 W. FIRE TOWER RD  
WINTERVILLE, NC 28590  
 Phone: 252-746-7628 FAX: —  
 Email: jamesb@jonesandsmith.us  
 Contractor's License No.: 66110  
 Date of Bid: 3-19-21

The undersigned hereby signifies that it is their intention and purpose to enter into a formal Contract with Washington County, NC (Owner), to furnish all labor, materials, tools, equipment, apparatus, supplies, etc., required and to do all the work necessary for and because of the construction, erection, and/or installation of the proposed

### Washington County C&D Landfill - Phase 3 Washington County, North Carolina

in accordance with the Contract Documents, including the following Addenda (Bidder shall list to acknowledge receipt):

No.: 1 \_\_\_\_\_  
 Date: 3-11-21 \_\_\_\_\_

and in accordance with the terms of this Proposal which are as follows:

THAT: The undersigned has carefully examined the Drawings and Specifications and all other Contract Documents and fully understands them.

THAT: The undersigned has carefully examined the site of the project and is familiar with the conditions under which the work, or any part thereof, is to be performed and the conditions which must be fulfilled in furnishing and/or installing, erecting, or constructing any or all items of the Project.

THAT: The undersigned will provide all necessary tools, machinery, equipment, apparatus, and all other means necessary to do all the work and will furnish all labor, materials, and all else required to complete such Contract as may be entered into, in the manner prescribed in and in accordance with the terms of the Specifications and the Contract and in accordance with the true intent and meaning thereof, and in accordance with the Drawings and the requirements of the Engineers under them, in a first class manner.

THAT: The undersigned hereby declares that the only person, or persons, interested in the Bid as principal(s) is, or are, named herein; that no other persons have any interest in the Bid or in the Contract to be entered into; that this Bid is made without connection with any person, company, or parties making a Bid; and that it is in all respects fair and in good faith without collusion or fraud.

THAT: The Owner reserves the right to reject any and all Bids and to waive formalities and technicalities in the Bidding procedure.

THAT: The rights of the Owner and the recommendations of the Engineers are not to be questioned in the Award of Contracts or the rejection of any or all Bids.

THAT: It is the intention of the Owner to let Contracts on the basis of the Bids received in accordance with the Contract Documents and in such manner as they may deem to be for the best interests of the Owner.

THAT: The work under each Section will be awarded under one Contract and that the Owner shall have the right to include such item or items as the Owner may deem to be in the best interests of the Owner.

THAT: The undersigned shall submit, in the blank spaces provided, all data, guarantees, and other information called for.

THAT: This Proposal shall be signed and submitted in the manner prescribed in the Instructions to Bidders.

THAT: It is the intent of these Contract Documents to obtain a Contract based on a Lump Sum Price except where Unit Prices are specifically requested. Where a discrepancy exists between words and numbers in the Bid amount, the written words shall govern.

THAT: The undersigned represents that they are properly licensed.

## **Bid Form**

### **Washington County C&D Landfill - Phase 3 Washington County, North Carolina**

Bidder agrees to perform all the work described in the Specifications and shown on the Contract Drawings for the lump sum and unit prices listed in the Bid Schedule(s) below.

#### **Measurement and Basis for Payment:**

Some of the line items in the Bid Schedule(s) may include approximate quantities as estimated by the Engineer. The Contractor shall not rely on the quantities given, but shall instead estimate all quantities independently as required to complete the Proposal. The Bid Schedule(s) outlines each item and the corresponding lump sum or unit price listed by the Contractor. The price associated with each lump sum item shall be the full compensation paid for the work described, regardless of the Engineer's or Contractor's estimated quantity. For Lump Sum items, no claim shall be made by the Contractor for deviations between the Contractor's estimated and the actual quantity required to complete the work described, wherein no measurement will be made.

A description of measurement and payment for each Lump Sum and Unit Price Bid item can be found in Section 01025, Measurement and Payment, of these Specifications.

#### **Unit Price Deviations:**

The Bidder is responsible for providing unit prices consistent with typical industry norms for the work described. Unit prices which appear inconsistent with typical prices for similar work shall be justified by the Bidder at the request of the Engineer. Providing unit prices which do not reasonably reflect the work described, either high or low, which are not justified satisfactorily to the Engineer, may deem the Bidder non-responsive and invalidate the Bidder's Proposal.

**A1. Base Bid Schedule:**

Pay Item Number	Description	Spec. Reference	Estimated Quantity <sup>1</sup>	Units	Unit Cost	Extended Cost
1.0	Site Preparation:	02110	1	LS	Lump Sum	3,600. <sup>00</sup>
2.0	Earthwork:	-----	-----	-----	-----	-----
2.1	Excavation to Subgrade	02222	2,500	CY	6. <sup>00</sup>	15,000. <sup>00</sup>
2.2	Overexcavation & Backfill (On-Site Soil)	02222	50	CY	12. <sup>00</sup>	600. <sup>00</sup>
2.3	Structural Fill to Subgrade (On-Site Soil)	02223	300	CY	8. <sup>00</sup>	2,400. <sup>00</sup>
2.4	Select Structural Fill (Off-Site Soil)	02223	3,300	CY	10.50	34,650. <sup>00</sup>
3.0	Erosion and Sedimentation Control:	-----	-----	-----	-----	-----
3.1	Temp. Gravel Construction Entrance/Exit	02270	1	LS	Lump Sum	2,500. <sup>00</sup>
3.2	Silt Fence	02270	500	LF	7. <sup>00</sup>	3,500. <sup>00</sup>
3.3	Erosion Control Blanket	02275	1,200	SY	2.50	3,000. <sup>00</sup>
3.4	Revegetation	02930	3.5	Acres	Lump Sum	10,500. <sup>00</sup>
4.0	Surveying	01010	1	LS	Lump Sum	3,000. <sup>00</sup>
5.0	Mobilization & Insurance: (Max. = 5% of Total Bid Price)	-----	1	LS	Lump Sum	3,500. <sup>00</sup>

The TOTAL BASE BID PRICE for the pay items listed above is as follows:

(In Words) EIGHTY TWO THOUSAND, TWO HUNDRED FIFTY Dollars and ZERO Cents.  
 (In Numbers) (\$ 82,250.<sup>00</sup>)

**Notes:**

1. Engineer's estimated quantities are based on in-place quantities. Areas and lengths are based on horizontally projected areas and lengths. No adjustments have been made for stripping topsoil, slopes, uneven contours, overlaps, seams, anchor trenches, compaction factors, etc.

NOTE: PROPOSAL SIGNATURE REQUIRED ON PAGE P-8. ALL PROPOSALS MUST BE PROPERLY EXECUTED TO BE CONSIDERED A VALID BID.



**Qualifications of Bidders**

In order to assist the Owner in determining whether the Bidder is qualified to perform the work, as set forth in the Contract Documents, the Bidder shall furnish the information as required in the Instructions To Bidders and attach to this Proposal Form.

2013 Washington County C&D Landfill - Phase 2

### Proposed Subcontractors

The Bidder shall provide names and contact information for the following subcontractors. If more than one firm is under consideration for this work, please list each additional firm below or on a separate attached sheet. If the Bidder intends to perform one or more of the tasks identified below, please note "To be Performed by [Bidder Name]". The Contractor whose bid is accepted shall not substitute any person or subcontractor in the place of the subcontractors listed below, except:

- A. If the listed subcontractor's bid is later determined by the Contractor to be non-responsible or non-responsive, or the listed subcontractor refuses to enter into a contract for the complete performance of the bid work; or
- B. With the approval of the Owner for good cause shown by the Contractor.

Task	Proposed Subcontractor Information		
	Firm Name, Address, and Phone #	Dollar Amount	% of Total
Surveying:	Timothy Esotel 105 Hillard Dr. Plymouth, NC 27962	3,000	3.6%
Revegetation:	DAVENPORT INC. PO Box 160 Plymouth NC 27962	5,200	6.3%
Other: <del>Fill</del> GRADING	DAVENPORT INC. PO Box 160 Plymouth NC 27962	31,000	41%
Other: _____			

**Proposal Signature**

[Sign on Next Page]

**Corporation:**

The Bidder is a corporation organized and existing under the laws of the State of North Carolina, which operates under the legal name of Jones and Smith Contractors, LLC (Limited Liability Corporation) and the full names of its officers are as follows:

President: \_\_\_\_\_  
Vice-President: \_\_\_\_\_  
Secretary: \_\_\_\_\_  
Manager: Barton Horne

and it does have a corporate seal. The Managing-Member is authorized to sign construction proposals and Contracts for the company by action of its Board of Directors taken 1/1/19, a certified copy of which is hereto attached. *(Strike out this last sentence if not applicable.)*

**Partnership:**

The business is a partnership consisting of individual partners whose full names are as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The partnership does business under the legal name of:

\_\_\_\_\_

**Individual:**

The Bidder is an individual whose full name is:

\_\_\_\_\_

and if operating under a trade name, said trade name is as follows:

\_\_\_\_\_

(SIGN BELOW)

Dated March 19, 2021.

LLC  
Legal Entity

(SIGN HERE)

By: [Signature]  
Barton Horne  
Printed Name

SEAL  
(If Corporation)

252-746-7620  
Telephone Number

Subscribed and sworn to before me this 19<sup>th</sup> day of March, 2021

Kimberly Cochran  
Notary Public

Pitt  
County

My Commission Expires: 10/22/2025  
(SEAL)

**KIMBERLY COCHRAN  
NOTARY PUBLIC  
GREENE COUNTY, NC  
My Commission Expires 10-22-2025**



1588 NC 102 East  
Ayden, NC 28513

P: 252.746.7628  
F: 252.814.2067

## DELEGATION OF AUTHORITY LETTER

To Whom it May Concern:

By means of this letter, Jones and Smith Contractors, LLC, delegates the authority herein described to Kenneth H. Smith (Member-Manager) and Barton A. Horne (Member-Manager) on the following terms and conditions:

1. The member-manager(s) may, solely as necessary, review and execute, on behalf of Jones and Smith Contractors, LLC, contracts pertinent to Company business.
2. The effective date of this delegation is 1/1/19 and shall run until revoked by delegating official or his/her successor.
3. The authority delegated is not subject to sub-delegation without prior and express written consent.
4. This delegation is made pursuant to the Washington County C&D Landfill – Phase 3 Contractual Signatory Authority Policy and is subject thereto:

A handwritten signature in black ink, appearing to read "Kenneth H. Smith", written over a horizontal line.

Kenneth H. Smith (Member-Manager)

Date:

A handwritten signature in black ink, appearing to read "Barton A. Horne", written over a horizontal line.

Barton A. Horne (Member-Manager)

Date: 3/19/21

Cc: Jones and Smith Corporate File  
Horne and Horne, PLLC

# COUNTY OF WASHINGTON

## BOARD OF COMMISSIONERS



COMMISSIONERS:  
WILLIAM "BILL" R. SEXTON, JR., CHAIR  
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ADMINISTRATION STAFF:  
CURTIS S. POTTER  
COUNTY MANAGER/COUNTY ATTORNEY  
cpotter@washconc.org

CATHERINE "MISSY" DIXON  
FINANCE OFFICER  
mdixon@washconc.org

POST OFFICE BOX 1007  
PLYMOUTH, NORTH CAROLINA 27962  
OFFICE (252) 793-5823  
FAX (252) 793-1183

JULIE J. BENNETT, CMC, NCMCC  
CLERK TO THE BOARD  
jbennett@washconc.org

### AGENDA ITEM MEMO

**MEMO DATE:** March 31<sup>st</sup>, 2021 **FOR BOCC MEETING ON:** April 5<sup>th</sup>, 2021

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**SUBJECT:** C&D Landfill Phase 3 Expansion – Bids

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**DEPARTMENT:** Utilities – Solid Waste

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**FROM:** Curtis S. Potter, County Manager/County Attorney (CM/CA)

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**ATTACHMENTS:**  
**A- Proposal/Bid from Jones & Smith Contractors, LLC for \$82,250**

**PURPOSE:** To review and award the bid for constructing the Phase 3 expansion of the County's C&D Landfill.

**SUMMARY BACKGROUND:** Washington County operates its own landfill for commercial and demolition (C&D) debris in addition to limb debris, metal "white" goods, and tires. The C&D portion of the landfill is constructed and permitted in sections referred to as cells or phases pursuant to state law.

The currently permitted cell has reached capacity, and the next section needs to be prepared for use in order to continue operating the landfill for the benefit of local residents and contractors.

The County contracted with its landfill engineering firm Smith & Gardner, Inc. to develop and advertise a Request for Bids/Proposals which was distributed to firms in our region that specialize or have experience in landfill construction, and which was published February 5<sup>th</sup>, 2021 with a bid submission deadline of March 19<sup>th</sup>, 2021. The attached bid was the only bid submitted for consideration.

**FINANCIAL IMPACTS & ANALYSIS:** The current allocation for this construction project is \$60,000 based on previously estimates by Smith & Gardner. Staff has negotiated the attached bid from its original \$82,250 to \$76,250 and believes there is currently sufficient available funding already allocated in other landfill budget lines which can be transferred to fund the \$16,250 difference.

**RECOMMENDATIONS:** Staff recommends proceeding with the single renegotiated current bid to be in the best interest of the county considering the amount of due diligence and length of time already provided for other interested firms to submit a bid response if desired. Additionally time is of the essence in completing this project due to the current landfill capacity, increasing chances of seasonal rain delays, and need to complete the project before the end of the fiscal year if possible to simplify internal accounting, budgeting, and auditing issues.

- **Vote to approve the attached bid as renegotiated to \$76,250, and authorize staff to proceed with entering into a contract to initiate and complete the Phase 3 landfill construction project.**

### PROPOSAL

To: Washington County, North Carolina

From: Bidder: JONES AND Smith CONTRACTORS, LLC  
 Address: 112 W. FIRE TOWER RD  
WINTERVILLE, NC 28590  
 Phone: 252-746-7628 FAX: —  
 Email: jamesb@jonesandsmith.us  
 Contractor's License No.: 66110  
 Date of Bid: 3-19-21

The undersigned hereby signifies that it is their intention and purpose to enter into a formal Contract with Washington County, NC (Owner), to furnish all labor, materials, tools, equipment, apparatus, supplies, etc., required and to do all the work necessary for and because of the construction, erection, and/or installation of the proposed

### Washington County C&D Landfill - Phase 3 Washington County, North Carolina

in accordance with the Contract Documents, including the following Addenda (Bidder shall list to acknowledge receipt):

No.: 1 \_\_\_\_\_  
 Date: 3-11-21 \_\_\_\_\_

and in accordance with the terms of this Proposal which are as follows:

THAT: The undersigned has carefully examined the Drawings and Specifications and all other Contract Documents and fully understands them.

THAT: The undersigned has carefully examined the site of the project and is familiar with the conditions under which the work, or any part thereof, is to be performed and the conditions which must be fulfilled in furnishing and/or installing, erecting, or constructing any or all items of the Project.

THAT: The undersigned will provide all necessary tools, machinery, equipment, apparatus, and all other means necessary to do all the work and will furnish all labor, materials, and all else required to complete such Contract as may be entered into, in the manner prescribed in and in accordance with the terms of the Specifications and the Contract and in accordance with the true intent and meaning thereof, and in accordance with the Drawings and the requirements of the Engineers under them, in a first class manner.

THAT: The undersigned hereby declares that the only person, or persons, interested in the Bid as principal(s) is, or are, named herein; that no other persons have any interest in the Bid or in the Contract to be entered into; that this Bid is made without connection with any person, company, or parties making a Bid; and that it is in all respects fair and in good faith without collusion or fraud.

THAT: The Owner reserves the right to reject any and all Bids and to waive formalities and technicalities in the Bidding procedure.

THAT: The rights of the Owner and the recommendations of the Engineers are not to be questioned in the Award of Contracts or the rejection of any or all Bids.

THAT: It is the intention of the Owner to let Contracts on the basis of the Bids received in accordance with the Contract Documents and in such manner as they may deem to be for the best interests of the Owner.

THAT: The work under each Section will be awarded under one Contract and that the Owner shall have the right to include such item or items as the Owner may deem to be in the best interests of the Owner.

THAT: The undersigned shall submit, in the blank spaces provided, all data, guarantees, and other information called for.

THAT: This Proposal shall be signed and submitted in the manner prescribed in the Instructions to Bidders.

THAT: It is the intent of these Contract Documents to obtain a Contract based on a Lump Sum Price except where Unit Prices are specifically requested. Where a discrepancy exists between words and numbers in the Bid amount, the written words shall govern.

THAT: The undersigned represents that they are properly licensed.



## **Bid Form**

### **Washington County C&D Landfill - Phase 3 Washington County, North Carolina**

Bidder agrees to perform all the work described in the Specifications and shown on the Contract Drawings for the lump sum and unit prices listed in the Bid Schedule(s) below.

#### **Measurement and Basis for Payment:**

Some of the line items in the Bid Schedule(s) may include approximate quantities as estimated by the Engineer. The Contractor shall not rely on the quantities given, but shall instead estimate all quantities independently as required to complete the Proposal. The Bid Schedule(s) outlines each item and the corresponding lump sum or unit price listed by the Contractor. The price associated with each lump sum item shall be the full compensation paid for the work described, regardless of the Engineer's or Contractor's estimated quantity. For Lump Sum items, no claim shall be made by the Contractor for deviations between the Contractor's estimated and the actual quantity required to complete the work described, wherein no measurement will be made.

A description of measurement and payment for each Lump Sum and Unit Price Bid item can be found in Section 01025, Measurement and Payment, of these Specifications.

#### **Unit Price Deviations:**

The Bidder is responsible for providing unit prices consistent with typical industry norms for the work described. Unit prices which appear inconsistent with typical prices for similar work shall be justified by the Bidder at the request of the Engineer. Providing unit prices which do not reasonably reflect the work described, either high or low, which are not justified satisfactorily to the Engineer, may deem the Bidder non-responsive and invalidate the Bidder's Proposal.

**A1. Base Bid Schedule:**

Pay Item Number	Description	Spec. Reference	Estimated Quantity <sup>1</sup>	Units	Unit Cost	Extended Cost
1.0	Site Preparation:	02110	1	LS	Lump Sum	3,600. <sup>00</sup>
2.0	Earthwork:	-----	-----	-----	-----	-----
2.1	Excavation to Subgrade	02222	2,500	CY	6. <sup>00</sup>	15,000. <sup>00</sup>
2.2	Overexcavation & Backfill (On-Site Soil)	02222	50	CY	12. <sup>00</sup>	600. <sup>00</sup>
2.3	Structural Fill to Subgrade (On-Site Soil)	02223	300	CY	8. <sup>00</sup>	2,400. <sup>00</sup>
2.4	Select Structural Fill (Off-Site Soil)	02223	3,300	CY	10.50	34,650. <sup>00</sup>
3.0	Erosion and Sedimentation Control:	-----	-----	-----	-----	-----
3.1	Temp. Gravel Construction Entrance/Exit	02270	1	LS	Lump Sum	2,500. <sup>00</sup>
3.2	Silt Fence	02270	500	LF	7. <sup>00</sup>	3,500. <sup>00</sup>
3.3	Erosion Control Blanket	02275	1,200	SY	2.50	3,000. <sup>00</sup>
3.4	Revegetation	02930	3.5	Acres	Lump Sum	10,500. <sup>00</sup>
4.0	Surveying	01010	1	LS	Lump Sum	3,000. <sup>00</sup>
5.0	Mobilization & Insurance: (Max. = 5% of Total Bid Price)	-----	1	LS	Lump Sum	3,500. <sup>00</sup>

The TOTAL BASE BID PRICE for the pay items listed above is as follows:

(In Words) EIGHTY TWO THOUSAND, TWO HUNDRED FIFTY Dollars and ZERO Cents.  
 (In Numbers) (\$ 82,250.<sup>00</sup>)

**Notes:**

1. Engineer's estimated quantities are based on in-place quantities. Areas and lengths are based on horizontally projected areas and lengths. No adjustments have been made for stripping topsoil, slopes, uneven contours, overlaps, seams, anchor trenches, compaction factors, etc.

NOTE: PROPOSAL SIGNATURE REQUIRED ON PAGE P-8. ALL PROPOSALS MUST BE PROPERLY EXECUTED TO BE CONSIDERED A VALID BID.

**Qualifications of Bidders**

In order to assist the Owner in determining whether the Bidder is qualified to perform the work, as set forth in the Contract Documents, the Bidder shall furnish the information as required in the Instructions To Bidders and attach to this Proposal Form.

2013 Washington County C&D Landfill - Phase 2

### Proposed Subcontractors

The Bidder shall provide names and contact information for the following subcontractors. If more than one firm is under consideration for this work, please list each additional firm below or on a separate attached sheet. If the Bidder intends to perform one or more of the tasks identified below, please note "To be Performed by [Bidder Name]". The Contractor whose bid is accepted shall not substitute any person or subcontractor in the place of the subcontractors listed below, except:

- A. If the listed subcontractor's bid is later determined by the Contractor to be non-responsible or non-responsive, or the listed subcontractor refuses to enter into a contract for the complete performance of the bid work; or
- B. With the approval of the Owner for good cause shown by the Contractor.

Task	Proposed Subcontractor Information		
	Firm Name, Address, and Phone #	Dollar Amount	% of Total
Surveying:	Timothy Esotel 105 Hillard Dr. Plymouth, NC 27962	3,000	3.6%
Revegetation:	DAVENPORT INC. PO Box 160 Plymouth NC 27962	5,200	6.3%
Other: <del>Fill</del> GRADING	DAVENPORT INC. PO Box 160 Plymouth NC 27962	31,000	41%
Other: _____			

**Proposal Signature**  
[Sign on Next Page]

**Corporation:**

The Bidder is a corporation organized and existing under the laws of the State of North Carolina, which operates under the legal name of Jones and Smith Contractors, LLC (Limited Liability Corporation) and the full names of its officers are as follows:

President: \_\_\_\_\_  
Vice-President: \_\_\_\_\_  
Secretary: \_\_\_\_\_  
Manager: Barton Horne

and it does have a corporate seal. The Managing-Member is authorized to sign construction proposals and Contracts for the company by action of its Board of Directors taken 1/1/19, a certified copy of which is hereto attached. *(Strike out this last sentence if not applicable.)*

**Partnership:**

The business is a partnership consisting of individual partners whose full names are as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The partnership does business under the legal name of:

\_\_\_\_\_

**Individual:**

The Bidder is an individual whose full name is:

\_\_\_\_\_

and if operating under a trade name, said trade name is as follows:

\_\_\_\_\_

(SIGN BELOW)

Dated March 19, 2021.

LLC  
Legal Entity

(SIGN HERE)

By: [Signature]  
Barton Horne  
Printed Name

SEAL  
(If Corporation)

252-746-7620  
Telephone Number

Subscribed and sworn to before me this 19<sup>th</sup> day of March, 2021

Kimberly Cochran  
Notary Public

Pitt  
County

My Commission Expires: 10/22/2025  
(SEAL)

**KIMBERLY COCHRAN  
NOTARY PUBLIC  
GREENE COUNTY, NC  
My Commission Expires 10-22-2025**



1588 NC 102 East  
Ayden, NC 28513

P: 252.746.7628  
F: 252.814.2067

## DELEGATION OF AUTHORITY LETTER

To Whom it May Concern:

By means of this letter, Jones and Smith Contractors, LLC, delegates the authority herein described to Kenneth H. Smith (Member-Manager) and Barton A. Horne (Member-Manager) on the following terms and conditions:

1. The member-manager(s) may, solely as necessary, review and execute, on behalf of Jones and Smith Contractors, LLC, contracts pertinent to Company business.
2. The effective date of this delegation is 1/1/19 and shall run until revoked by delegating official or his/her successor.
3. The authority delegated is not subject to sub-delegation without prior and express written consent.
4. This delegation is made pursuant to the Washington County C&D Landfill – Phase 3 Contractual Signatory Authority Policy and is subject thereto:

A handwritten signature in black ink, appearing to read "Kenneth H. Smith", written over a horizontal line.

Kenneth H. Smith (Member-Manager)

Date:

A handwritten signature in black ink, appearing to read "Barton A. Horne", written over a horizontal line.

Barton A. Horne (Member-Manager)

Date: 3/19/21

Cc: Jones and Smith Corporate File  
Horne and Horne, PLLC

**WASHINGTON COUNTY BOARD OF COMMISSIONERS**

**AGENDA STATEMENT**

**ITEM NO: 12**

**DATE: April 5, 2021**

**ITEM: Finance Officer's Report**

**SUMMARY EXPLANATION:**

Ms. Missy Dixon, Finance Officer will discuss the enclosed budget amendments/transfers to the Board for approval/disapproval and information.

Ms. Dixon will also discuss the enclosed Monthly Financial Summary with the Board.

See attached.



Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2021 - 081

From: Curtis Potter, County Manager  
Missy Dixon, Finance Officer

Date: February 26, 2021

RE: Recreation

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-6120-610	Contracted Services-Lead /Asst/Officials	1,500.00	(200.00)	1,300.00
10-6120-550	Capital Outlay - Equipment	25,052.00	200.00	25,252.00
<b>Recreation</b>				
<b>Balanced:</b>		<b>26,552.00</b>	<b>-</b>	<b>26,552.00</b>

**Justification:**

*This transfer is to move monies within Recreation from Contracted Services to Capital Outlay. An extra \$200 was needed to cover the costs of highway use tax and tags for the new truck that is being purchased to replace the recreation truck that is no longer in service due to the transmission.*

Budget Officer's Initials CS

Approval Date: 2/26/21

Initials:	CS
Batch #:	2021-081
Date:	3/1/2021

RECEIVED  
IN

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners

**BT #: 2021 - 082**

**From:** Curtis Potter, County Manager  
Missy Dixon, *Finance Officer*

**Date:** February 26, 2021

**RE:** EMS-Transport

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
37-4376-010	Transport-Salaries & Wages-Regular	98,400.50	(10,000.00)	88,400.50
37-4376-030	Transport-Salaries & Wages-Overtime	12,000.00	10,000.00	22,000.00
<b>EMS-Transport</b>				
<b>Balanced:</b>		<b>110,400.50</b>	<b>-</b>	<b>110,400.50</b>

**Justification:**

*To transfer monies within EMS Transport from Regular Salaries to Overtime. This request is due to the fact that the Transport Division has been down two full-time employees for some time now and has been having to use existing full-time employees to fill those two positions causing the increase in overtime.*

**Budget Officer's Initials**                     

**Approval Date:** 2/26/21

Initials:	<u>                    </u>
Batch #:	<u>2021-082</u>
Date:	<u>3/1/2021</u>

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners

**BT #: 2021 - 083**

**From:** Curtis Potter, County Manager  
Missy Dixon, *Finance Officer*

**Date:** March 8, 2021

**RE:** SS Admin

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-5310-315	SS Admin - Training	7,040.00	(500.00)	6,540.00
10-5310-600	SS Admin - Contracted Services	113,326.00	500.00	113,826.00
<b>SS Admin</b>				
		<b>Balanced:</b>		
		<b>120,366.00</b>	-	<b>120,366.00</b>

**Justification:**

*To transfer monies within the DSS Admin Budget to cover the increased costs in drug testing in the child protective services cases. In anticipation of the need for additional testing through the end of the fiscal year, we are requesting to move these funds in order to increase our contract with SAFE-T-WORKS by \$500 to accomodate the need. This request is not budget impactive as both lines are reimbursable at 50%.*

**Budget Officer's Initials** \_\_\_\_\_

**Approval Date:** \_\_\_\_\_

<b>Initials:</b>	<i>MP</i>
<b>Batch #:</b>	2021-083
<b>Date:</b>	3/8/2021

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners

**BT #: 2021 - 084**

**From:** Curtis Potter, County Manager  
Missy Dixon, *Finance Officer*

**Date:** March 8, 2021

**RE:** Central Services/Medical Examiner

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-8300-451	Insurance-Property & Liability	169,188.00	(3,000.00)	166,188.00
10-6000-180	Contract Medical Examiner	5,000.00	3,000.00	8,000.00
<b>Central Services/Medical Examiner</b>				
<b>Balanced:</b>		<b>174,188.00</b>	<b>-</b>	<b>174,188.00</b>

**Justification:**

*To transfer monies from Central Services to the Medical Examiner line. There is an increase needed to cover the costs associated with autopsies and death investigations. This budget is always an estimate as you cannot anticipate the number of cases that you will have during a fiscal year. In talking with the EMS Director, there are still a number of unfinished cases that have yet to be billed to the county.*

**Budget Officer's Initials** \_\_\_\_\_

**Approval Date:** \_\_\_\_\_

Initials:	<i>mm</i>
Batch #:	<i>2021-084</i>
Date:	<i>3/8/2021</i>

Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2021 - 085

From: Curtis Potter, County Manager  
Missy Dixon, Finance Officer

Date: March 10, 2021

RE: EMS Transport/TTA

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
37-4376-180	Transport - Group Insurance	31,066.00	(6,000.00)	25,066.00
37-4376-610	Transport - Contracts - Billing	10,413.00	6,000.00	16,413.00
<b>EMS Transport</b>				
63-4970-370	TTA Marketing & Advertising-Admin	25,000.00	(215.00)	24,785.00
63-4970-100	TTA Retirement	2,343.00	215.00	2,558.00
<b>TTA</b>				
<b>Balanced:</b>		<b>68,822.00</b>	<b>-</b>	<b>68,822.00</b>

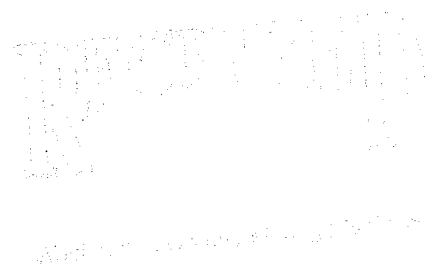
**Justification:**

*To transfer monies within EMS Transport to cover the costs associated with the billing Contract. These charges have exceeded our estimate due to an increase in transport calls. To transfer monies within TTA to cover a retirement increase that exceeded our budget estimate - this transfer was approved at the 3/9/2021 TTA Meeting.*

Budget Officer's Initials \_\_\_\_\_

Approval Date: \_\_\_\_\_

Initials: CW  
Batch #: 2021-085  
Date: 3/15/2021



Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2021 - 086

From: Curtis Potter, County Manager  
Missy Dixon, *Finance Officer*

Date: March 16, 2021

RE: Airport Operations

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
39-4530-250	Airport - AV Gas and Jet Fuel	50,000.00	(2,821.00)	47,179.00
39-4530-351	Airport - Maintenance & Repair-Equipment	5,000.00	2,821.00	7,821.00
<b>Airport Operations</b>				
<b>Balanced:</b>		<b>55,000.00</b>	<b>-</b>	<b>55,000.00</b>

**Justification:**

*To transfer monies within the Airport Operations budget to cover the costs to repair the outside Fuelmaster System to be able to begin using the credit card machine again.*

Budget Officer's Initials MS

Approval Date: 3/17/21

Initials:	<u>MS</u>
Batch #:	<u>2021-086</u>
Date:	<u>3/17/2021</u>

WASHINGTON COUNTY BOARD OF COMMISSIONERS  
 1000 WASHINGTON AVENUE  
 SEASIDE, CA 94132  
 TEL: (415) 907-2000 FAX: (415) 907-2001  
 WWW.WASHINGTONCOUNTY.CA.GOV

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners

**BT #: 2021 - 087**

**From:** Curtis Potter, County Manager  
Missy Dixon, *Finance Officer*

**Date:** March 17, 2021

**RE:** Water Treatment

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
35-7135-350	Water Treatment - Maintenance & Repair-Equipment	40,000.00	(1,200.00)	38,800.00
35-7135-200	Water Treatment - Supplies & Materials	5,000.00	1,200.00	6,200.00
<b>Water Treatment</b>				
<b>Balanced:</b>		<b>45,000.00</b>	<b>-</b>	<b>45,000.00</b>

**Justification:**

*To transfer monies within the Water Treatment Budget in order to purchase additional needed supplies and to pay the monthly charges for the Bouncies needed through June 30.*

**Budget Officer's Initials** \_\_\_\_\_

**Approval Date:** \_\_\_\_\_

**Initials:** (M)  
**Batch #:** 2021-087  
**Date:** 3/22/2021

WASHINGTON COUNTY  
COUNTY CLERK  
MISSY DIXON  
MISSY.DIXON@CO.WA.US  
360.835.3300

Washington County Seal





Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners

**BT #: 2021 - 089**

**From:** Curtis Potter, County Manager  
Missy Dixon, *Finance Officer*

**Date:** March 19, 2021

**RE:** Contingency/IT

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-9990-000	Contingency	16,303.00	(6,000.00)	10,303.00
10-4210-350	Information Tech-Maintenance & Repair - Equipment	30,000.00	6,000.00	36,000.00
<b>Contingency/IT</b>				
<b>Balanced:</b>		<b>46,303.00</b>	<b>-</b>	<b>46,303.00</b>

**Justification:**

*To transfer monies from Contingency to the Information Technology budget to cover the costs to have the Microsoft Email Exchange rebuilt due to a breach caused by security issues within Microsoft. We have filed this with the insurance company on our Cyber Security Policy but are unsure at this point how much of this may or may not be covered.*

**Budget Officer's Initials** MD

**Approval Date:** 3/21/2021

**Initials:** MD  
**Batch #:** 2021-089  
**Date:** 3/21/2021



Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2021 - 090

From: Curtis Potter, County Manager  
Missy Dixon, Finance Officer

Date: March 24, 2021

RE: Sheriff

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-4310-315	Sheriff - Training	3,000.00	(600.00)	2,400.00
10-4310-102	Sheriff - Supplemental Pension Fund	1,200.00	600.00	1,800.00
<b>Sheriff</b>				
<b>Balanced:</b>		<b>4,200.00</b>	<b>-</b>	<b>4,200.00</b>

**Justification:**

*To transfer monies within the Sheriff's Office Budget from training to the supplemental pension fund line. Each year we budget an estimated amount based on the year before, this year we did not budget enough to cover the invoice from the NC Department of Justice. This is a mandatory payment that is made annually.*

Budget Officer's Initials   JP  

Approval Date:   3/24/21  

Initials: JP  
Batch #: 2021-090  
Date: 3/24/2021



Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2021 - 091

From: Curtis Potter, County Manager  
Missy Dixon, Finance Officer

Date: March 29, 2021

RE: Detention/Communications/Landfill

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-4320-010	Detention - Salaries & Wages - Regular	307,335.00	(10,000.00)	297,335.00
10-4320-100	Detention - Retirement	72,607.00	(3,000.00)	69,607.00
10-4320-101	Detention - 401 (K) Contribution	12,415.00	(5,000.00)	7,415.00
10-4320-140	Detention - Workman's Comp	33,064.00	(3,306.00)	29,758.00
10-4320-030	Detention - Salaries & Wages - Overtime	76,500.00	15,000.00	91,500.00
10-4320-031	Detention - Salaries & Wages - Part Time	31,000.00	6,306.00	37,306.00
<b>Detention</b>				
10-5911-010	Communications - Salaries & Wages - Regular	209,970.00	(25,000.00)	184,970.00
10-5911-031	Communications - Salaries & Wages - Part Time	45,000.00	25,000.00	70,000.00
<b>Communications</b>				
33-7400-101	Landfill - 401 (K) Contribution	1,745.00	(500.00)	1,245.00
33-7400-140	Landfill - Workman's Comp	8,117.00	(1,000.00)	7,117.00
33-7400-180	Landfill - Group Insurance	14,578.00	(2,000.00)	12,578.00
33-7400-031	Landfill - Salaries & Wages - Part Time	5,000.00	3,500.00	8,500.00
<b>Landfill</b>				
<b>Balanced:</b>		<b>817,331.00</b>	<b>-</b>	<b>817,331.00</b>

**Justification:**

*To transfer monies within the Detention budget to the Overtime and Part Time lines due to having numerous regular staffing positions open and having to work PT employees more often and the regular employees additional hours to cover all shifts. To transfer monies within the Communication budget to Part Time due to the recent hiring of a FT Director, a PT employee has been interim and is now training the new Director. To transfer monies within the Landfill budget to Part Time to cover the additional hours needed for the PT Staff member until a permanent replacement can be hired for the Chief Landfill Operator's position.*

Budget Officer's Initials \_\_\_\_\_

Approval Date: 3/31/2021

Initials: [Signature]  
Batch #: 2021-091  
Date: 3/31/2021

Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2021 - 092

From: Curtis Potter, County Manager  
Missy Dixon, Finance Officer

Date: March 29, 2021

RE: SS Admin/SS Transportation

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-5400-602	SS Transportation - Contracted Labor - Riverlight	15,000.00	(12,000.00)	3,000.00
10-5310-180	SS Admin - Legal Protective Services	35,460.00	7,540.00	43,000.00
10-5310-260	SS Admin - Departmental Supplies	49,500.00	3,500.00	53,000.00
10-5310-351	SS Admin - Repair & Maintenance Equipment	6,000.00	960.00	6,960.00
<b>SS Admin/SS Transportation</b>				
		<b>Balanced:</b>		
		<b>105,960.00</b>	<b>-</b>	<b>105,960.00</b>

**Justification:**

*To transfer monies within the DSS Budgets due to a need to increase the lines for departmental supplies, legal services and repairs & maintenance to equipment. This movement of monies is in anticipation of expenditures through the fiscal year end. This request is not budget impactive as all lines are reimbursable at 50%.*

Budget Officer's Initials                     

Approval Date: 3/29/21

Initials:	<u>MP</u>
Batch #:	<u>2021-092</u>
Date:	<u>3/31/2021</u>

WASHINGTON COUNTY  
BOARD OF COMMISSIONERS  
COUNTY MANAGER  
FINANCE OFFICER

Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2021 - 093

From: Curtis Potter, County Manager  
Missy Dixon, *Finance Officer*

Date: March 29, 2021

RE: Emergency Management

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-4330-702	Emergency Management - Sunenergy Grant - Generators & Tires	5,000.00	(5,000.00)	-
10-4330-315	Emergency Management - Training	2,000.00	(769.00)	1,231.00
10-4330-540	Emergency Management - Capital Outlay - Vehicle	42,000.00	5,769.00	47,769.00
<b>Emergency Management</b>				
<b>Balanced:</b>		<b>49,000.00</b>	<b>-</b>	<b>49,000.00</b>

**Justification:**

*To transfer monies within Emergency Management to cover the upfitting of the new Emergency Management Vehicle. Sunenergy has given us written permission to use an old tire and generator grant towards this upfitting since tires are no longer needed and another grant has been identified to purchase the generators.*

Budget Officer's Initials                     

Approval Date:                     

Initials: MP  
Batch #: 2021-093  
Date: 3/31/2021

Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2021 - 094

From: Curtis Potter, County Manager  
Missy Dixon, Finance Officer

Date: March 29, 2021

RE: SS Transportation

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-5400-201	SS Transportation - DOT Grant Printer	300.00	(30.00)	270.00
10-5400-315	SS Transportation - DOT Grant Travel/Training	5,750.00	(500.00)	5,250.00
10-5400-260	SS Transportation - Transit Advertising	3,750.00	530.00	4,280.00
<b>SS Transportation</b>				
<b>Balanced:</b>		<b>9,800.00</b>	<b>-</b>	<b>9,800.00</b>

**Justification:**

*To transfer monies within SS Transportation to cover the costs associated with advertising for the remainder of the fiscal year. These expenditures can be claimed on the grant and are all reimbursed at the same rate so this transfer is not budget impactful.*

Budget Officer's Initials \_\_\_\_\_

Approval Date: 3/29/21

Initials:	[Signature]
Batch #:	2021-094
Date:	3/31/2021

Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners

BA #: 2021 - 095

From: Curtis Potter, County Manager  
Missy Dixon, *Finance Officer*

Date: April 5, 2021

RE: Sheriff/Cooperative Extension/E911

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-3540-020	Gun Permits Discretionary - County Portion	(6,470.00)	(1,015.00)	(7,485.00)
10-4310-611	Gun Permits Discretionary - County Portion	24,070.00	1,015.00	25,085.00
10-3540-030	Gun Permits-State Portion	(8,010.00)	(1,260.00)	(9,270.00)
10-4310-612	Gun Permits-State Portion	8,735.00	1,260.00	9,995.00
10-3540-040	Finger Printing	(1,730.00)	(290.00)	(2,020.00)
10-4310-613	Finger Printing	1,785.00	290.00	2,075.00
<b>Sheriff</b>				
10-3500-280	MIPPA Grant-Medicaid Improvement for Patients	(1,000.00)	(2,157.00)	(3,157.00)
10-6050-998	MIPPA Grant-Medicaid Improvement for Patients	1,000.00	2,157.00	3,157.00
<b>Cooperative Extension</b>				
69-3990-000	Appropriated Fund Balance-E911	(199,064.00)	(29,000.00)	(228,064.00)
69-9100-550	E911-Capital Outlay-Equipment	208,500.00	29,000.00	237,500.00
<b>E911</b>				
<b>Balanced:</b>		<b>27,816.00</b>	<b>-</b>	<b>27,816.00</b>

**Justification:**

*To budget additional revenues received in the Sheriff's Office for Gun Permitting and Finger Prining. To budget for MIPPA Grant that has been awarded and will be received prior to year end. To appropriate fund balance in E911 to cover the costs of a new Recorder as part of the upgrading of equipment to the primary PSAP. The old recorder is not compatible with the new ESINet System that is being installed so it has to be replaced.*

Approval Date: \_\_\_\_\_

Bd. Clerk's Init: \_\_\_\_\_

Initials:	
Batch #:	
Date:	

## Monthly Financial Summary as of March 30, 2021

	Budget	YTD Activity
<b>General Fund (10):</b>		
Revenues	15,821,513.00	11,875,459.61
Expenditures	(15,821,513.00)	(10,296,188.23)
<b>Balance:</b>	<b>-</b>	<b>1,579,271.38</b>
<i>*Fund Balance Appropriation</i>		<i>695,655.99</i>

<b>Capital Outlay-Washington Co Schools (21):</b>		
Revenues	546,000.00	312,661.84
Expenditures	(546,000.00)	(299,999.97)
<b>Balance:</b>	<b>-</b>	<b>12,661.87</b>
<i>*Fund Balance Appropriation</i>		<i>-</i>
<i>*Transfer from General Fund</i>		<i>-</i>

<b>Drainage Fund (30):</b>		
Revenues	372,053.00	207,912.11
Expenditures	(372,053.00)	(184,363.24)
<b>Balance:</b>	<b>-</b>	<b>23,548.87</b>
<i>*Fund Balance Appropriation</i>		<i>-</i>

<b>Sanitation Fund (33):</b>		
Revenues	1,360,809.00	1,200,017.97
Expenditures	(1,360,809.00)	(910,350.60)
<b>Balance:</b>	<b>-</b>	<b>289,667.37</b>
<i>*Fund Balance Appropriation</i>		<i>21,000.00</i>

<b>Water Fund (35):</b>		
Revenues	1,348,806.50	983,858.65
Expenditures	(1,348,806.50)	(665,224.35)
<b>Balance:</b>	<b>-</b>	<b>318,634.30</b>
<i>*Fund Balance Appropriation</i>		<i>11,806.50</i>

<b>EMS Fund (37):</b>		
Revenues	2,316,739.50	1,391,832.63
Expenditures	(2,316,739.50)	(1,512,209.45)
<b>Balance:</b>	<b>-</b>	<b>(120,376.82)</b>
<i>*Fund Balance Appropriation</i>		<i>398,809.00</i>
<i>*Transfer from General Fund</i>		<i>334,616.50</i>

<b>Airport Taxi Lane Grant Fund (38):</b>		
Revenues	1,320,079.00	816,302.12
Expenditures	(1,320,079.00)	(816,302.25)
<b>Balance:</b>	<b>-</b>	<b>(0.13)</b>
<i>*Fund Balance Appropriation</i>		<i>-</i>

	Budget	YTD Activity
<b>Airport Fund (39):</b>		
Revenues	189,257.00	154,194.02
Expenditures	(189,257.00)	(88,647.25)
<b>Balance:</b>	<b>-</b>	<b>65,546.77</b>
<i>*Fund Balance Appropriation</i>		<i>-</i>
<i>*Transfer from General Fund</i>		<i>94,317.00</i>

<b>Projects/Grants Fund (58):</b>		
Revenues	581,301.00	20,000.00
Expenditures	(581,301.00)	-
<b>Balance:</b>	<b>-</b>	<b>20,000.00</b>
<i>*Fund Balance Appropriation</i>		<i>-</i>
<i>*Transfer from General Fund</i>		<i>10,000.00</i>

<b>CRF Pandemic Recovery (60):</b>		
Revenues	717,303.00	717,302.05
Expenditures	(717,303.00)	(661,466.92)
<b>Balance:</b>	<b>-</b>	<b>55,835.13</b>
<i>*Fund Balance Appropriation</i>		<i>-</i>

<b>CDBG Scattered Site Grant Fund (61):</b>		
Revenues	48,116.00	48,088.00
Expenditures	(48,116.00)	(48,088.00)
<b>Balance:</b>	<b>-</b>	<b>-</b>
<i>*Fund Balance Appropriation</i>		<i>-</i>

<b>Travel &amp; Tourism Fund (63):</b>		
Revenues	171,601.00	124,931.10
Expenditures	(171,601.00)	(80,969.51)
<b>Balance:</b>	<b>-</b>	<b>43,961.59</b>
<i>*Fund Balance Appropriation</i>		<i>29,675.00</i>

<b>E-911 Fund (69):</b>		
Revenues	325,484.00	84,280.48
Expenditures	(325,484.00)	(88,822.03)
<b>Balance:</b>	<b>-</b>	<b>(4,541.55)</b>
<i>*Fund Balance Appropriation</i>		<i>199,064.00</i>

<b>Revaluation Fund (70)</b>		
Revenues	87,420.00	33,015.73
Expenditures	(87,420.00)	(64,539.27)
<b>Balance:</b>	<b>-</b>	<b>(31,523.54)</b>
<i>*Fund Balance Appropriation</i>		<i>54,370.00</i>
<i>*Transfer from General Fund</i>		<i>33,000.00</i>



Washington County  
Statement of Revenue and Expenditures

Revenue Account Range: First  
Expend Account Range: First  
Print Zero YTD Activity: No

to Last  
to Last

Include Non-Anticipated: Yes  
Include Non-Budget: No

Year To Date As Of: 03/30/21  
Current Period: 03/01/21 to 03/30/21  
Prior Year As Of: 03/30/21

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
10-3010-000	TAXES-AD VALOREM CURRENT YEAR	7,035,159.54	7,096,596.00	135,759.15	6,880,712.39	0.00	215,883.61-	97
10-3010-010	CURRENT YEAR TAX DISCOUNTS	61,935.64-	0.00	0.00	61,496.48-	0.00	61,496.48-	0
10-3011-000	TAXES-AD VALOREM 1ST PRIOR YR	218,851.51	210,000.00	15,796.91	194,943.33	0.00	15,056.67-	93
10-3012-000	TAXES-AD VALOREM ALL PRIOR YRS	146,665.73	150,000.00	7,168.21	94,219.14	0.00	55,780.86-	63
10-3018-000	NCVTS-WASHINGTON CO MOTOR VEH TAX	838,930.11	786,200.00	72,551.52	574,304.51	0.00	211,895.49-	73
10-3018-001	NCVTS-WASH CO BILL/CC CONTRA REV	29,616.41-	0.00	0.00	0.00	0.00	0.00	0
*10-3018-002	NCVTS-WASH CO REFUNDS-CONTRA REVENUE	5,187.95-	0.00	0.00	0.00	0.00	0.00	0
*10-3018-003	NCVTS-WASH CO INTEREST	6,074.76	0.00	0.00	0.00	0.00	0.00	0
10-3030-000	PREPAYMENT-PROPERTY TAXES	59,842.73	40,000.00	5,138.38	21,771.62	0.00	18,228.38-	54
10-3080-000	GROSS TAX REC LEASED VEHICLES	769.67	500.00	97.54	626.60	0.00	126.60	125
10-3090-000	PAYMENTS IN LIEU OF TAXES	13,633.00	15,000.00	0.00	0.00	0.00	15,000.00-	0
10-3120-000	REFUNDS-AD VALOREM TAXES	994.65-	0.00	0.00	1,181.38-	0.00	1,181.38-	0
10-3170-000	CURRENT YEAR TAX PENALTIES	10,776.46	15,000.00	228.37	5,399.42	0.00	9,600.58-	36
10-3170-010	PRIOR YEAR TAX PENALTIES	1,358.03	1,500.00	32.22	925.65	0.00	574.35-	62
10-3180-000	CURRENT YEAR TAX INTEREST	26,162.11	25,000.00	4,639.12	11,517.54	0.00	13,482.46-	46
10-3180-010	PRIOR YEAR TAX INTEREST	67,757.16	67,000.00	4,019.88	45,440.30	0.00	21,559.70-	68
10-3250-000	PRIVILAGE AND BEER LICENSES	595.00	600.00	150.00	150.00	0.00	450.00-	25
10-3260-000	ANIMAL ADOPTION FEES & FINES	695.00	600.00	0.00	290.00	0.00	310.00-	48
10-3270-000	MOTEL OCCUPANCY TAX -6%	124,870.52	0.00	0.00	0.00	0.00	0.00	0
10-3280-000	FRANCHISE FEES-CABLE TV	11,798.55	14,000.00	2,772.91	5,905.72	0.00	8,094.28-	42
10-3290-000	INTEREST EARNED ON INVESTMENTS	89,200.19	35,000.00	0.00	5,300.17	0.00	29,699.83-	15
10-3310-000	RENTS AND CONCESSIONS	10,700.00	11,400.00	3,300.00	10,100.00	0.00	1,300.00-	89
10-3312-000	JAIL CONCESSIONS	25,551.04	16,500.00	1,209.22	8,513.30	0.00	7,986.70-	52
10-3350-000	MISCELLANEOUS REVENUES	1,203.55	0.00	315.67	1,004.48	0.00	1,004.48	0
10-3350-001	JURY DUTY PAY	68.00	0.00	12.00	24.00	0.00	24.00	0
10-3352-000	ELECTIONS-TOWN REIMB & FILING	18,345.89	0.00	0.00	0.00	0.00	0.00	0
10-3352-002	NC COMMUNITY FOUNDATION-ELECTIONS GRANT	0.00	14,000.00	0.00	14,000.00	0.00	0.00	100
10-3352-003	CTR FOR TECH/CIVIC LIFE (CTCL) GRT-ELECT	0.00	6,592.00	0.00	6,591.72	0.00	0.28-	100
10-3352-004	2020 HAVA FUNDS-NC CFDA# 90-404	0.00	34,574.00	0.00	0.00	0.00	34,574.00-	0
10-3353-000	INSURANCE PROCEEDS	28,288.00	31,407.00	0.00	31,405.89	0.00	1.11-	100
10-3354-000	CRESWELL LEVY ADMINISTRATION FEE	4,250.47	4,000.00	0.00	0.00	0.00	4,000.00-	0
10-3360-000	RECREATION-DONATIONS	550.00	0.00	0.00	0.00	0.00	0.00	0
10-3360-002	RECREATION-BASKETBALL FEES	1,585.00	1,500.00	0.00	0.00	0.00	1,500.00-	0
10-3360-005	RECREATION-FOOTBALL FEES	1,777.50	1,750.00	0.00	0.00	0.00	1,750.00-	0
10-3360-007	RECREATION-CHEERLEADING	0.00	250.00	0.00	0.00	0.00	250.00-	0
10-3360-013	RECREATION-VENDOR RENTS AND CONCESSIONS	400.00	400.00	0.00	0.00	0.00	400.00-	0

Washington County  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
10-3361-012	GRANT-WEYERHAEUSER REC SECURITY CAMERAS	8,000.00	0.00	0.00	0.00	0.00	0.00	0
10-3370-000	RECREATION-PARTICIPANT INSURANCE	2,160.00	2,000.00	37.50	37.50	0.00	1,962.50-	2
10-3410-000	WINE AND BEER TAX	33,457.95	40,000.00	0.00	0.00	0.00	40,000.00-	0
10-3415-000	ABC PROFIT DISTRIBUTION	22,094.10	30,000.00	0.00	20,818.80	0.00	9,181.20-	69
10-3430-000	SALES TAX-ONE HALF CENT-ST-A42	198,159.74	187,000.00	21,747.28	110,333.75	0.00	76,666.25-	59
10-3440-000	SALES TAX-ONE-HALF CENT-ST-A40	615,764.47	619,000.00	65,130.05	343,376.16	0.00	275,623.84-	55
10-3450-000	SALES TAX ONE CENT LOCAL	914,710.23	851,000.00	100,420.85	508,373.79	0.00	342,626.21-	60
10-3460-000	SALES TAX - REDISTRIBTUTION	293,515.55	292,000.00	25,266.58	151,601.56	0.00	140,398.44-	52
10-3470-020	ABC ALCOHOLISM BOTTLE TAX	3,628.31	0.00	299.00	2,739.81	0.00	2,739.81	0
10-3480-012	HAZARD MITIGATION-PROPERTY ACQUISITION	91,678.91	0.00	0.00	0.00	0.00	0.00	0
10-3480-013	RAP LEPC TIER II GRANT	5,000.00	0.00	0.00	0.00	0.00	0.00	0
10-3480-016	HSGP-OPERATION "GET THEM FED"	6,719.50	0.00	0.00	0.00	0.00	0.00	0
10-3480-018	HMEP GRANT-HAZMAT INCIDENT STABILIZATION	7,250.00	0.00	0.00	0.00	0.00	0.00	0
10-3480-020	EMERGENCY MANAGEMENT PROG FUND	38,904.03	38,500.00	0.00	20,625.00	0.00	17,875.00-	54
10-3480-026	SUNENERGY GRANT - EM VEHICLE	0.00	21,000.00	0.00	0.00	0.00	21,000.00-	0
10-3480-080	EM DONATIONS-EMERGENCY RESPONSE BANQUET	5,803.00	50.00	0.00	50.00	0.00	0.00	100
10-3480-088	CRF ELIGIBLE PAYROLL EXPENSE REIMB	0.00	372,794.93	0.00	372,594.93	0.00	200.00-	100
10-3480-098	HURRICANE DORIAN - FEMA REIMBURSEMENTS	6,619.50	0.00	0.00	0.00	0.00	0.00	0
10-3490-000	DSS-ADMINISTRATION REIMBURSE	2,081,188.20	2,495,215.00	204,571.18	1,446,397.76	0.00	1,048,817.24-	58
10-3500-000	DSS-DAY CARE - DCD	0.00	0.00	1,959.00-	0.00	0.00	0.00	0
10-3500-040	DAYCARE FRAUD REPAYMENTS	0.00	2,500.00	0.00	0.00	0.00	2,500.00-	0
10-3500-050	DSS-FOSTER CARE/ADOPTIONRETURN	23,029.71	84,643.00	0.00	104,835.54	0.00	20,192.54	124
10-3500-080	DSS-COMMUNITY DONATIONS-MEDICAL	422.00	30.00	0.00	65.00	0.00	35.00	217
10-3500-081	DSS COMMUNITY DONATIONS-CHRISTMAS	1,860.00	1,505.00	0.00	1,505.00	0.00	0.00	100
10-3500-082	DSS COMMUNITY DONATIONS-FOSTER CHILDREN	300.00	0.00	0.00	0.00	0.00	0.00	0
10-3500-090	DSS-CERTIFICATION FEES	2,216.03	2,500.00	0.00	0.00	0.00	2,500.00-	0
10-3500-120	DSS-TITLE IV-D CHILD SUPPORT	49,021.30	18,600.00	4,440.43	19,818.82	0.00	1,218.82	107
10-3500-121	DSS-SPECIAL LINKS	0.00	500.00	0.00	0.00	0.00	500.00-	0
10-3500-130	HOME & CC BLOCK GRANT-ALB COMM	48,023.65	67,500.00	3,429.81	34,815.14	0.00	32,684.86-	52
10-3500-140	DSS-TYRRELL IV-D CONTRACT	60,000.00	60,000.00	5,000.00	45,000.00	0.00	15,000.00-	75
10-3500-190	DSS-MEDICAID CAP	195,649.60	135,000.00	0.00	152,873.50	0.00	17,873.50	113
10-3500-200	DOT - ROAP & CTS GRANTS	322,905.00	361,859.00	56,743.00	161,930.00	0.00	199,929.00-	45
10-3500-202	DSS-RDC CONTRACT/TRANSPORTATION	1,403.28	2,500.00	38,079.00-	38,079.00-	0.00	40,579.00-	***
10-3500-221	GRANT-VIDANT HOSPITAL	2,500.00	0.00	0.00	0.00	0.00	0.00	0
10-3500-270	SHIIP-SENIOR HEALTH INS INF	3,595.00	4,560.00	0.00	4,560.00	0.00	0.00	100
10-3500-280	MIPPA GRANT-MEDICAID IMPROVEMENT FOR PAT	0.00	1,000.00	0.00	1,000.00	0.00	0.00	100
10-3500-290	WASH CO PESTICIDE CONTAINER RECYC GRANT	0.00	4,842.00	0.00	3,873.60	0.00	968.40-	80
10-3508-000	ALB COMM NUTRITION SITE DIRECTOR	7,882.11	7,882.00	0.00	0.00	0.00	7,882.00-	0
10-3508-001	ALB COMM GENERAL PURPOSE GRANT	10,740.00	10,574.00	0.00	0.00	0.00	10,574.00-	0
10-3508-002	ALB COMM TITLE III D GRANT	0.00	1,000.00	0.00	0.00	0.00	1,000.00-	0

Washington County  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
10-3509-000	SENIOR CITIZENS FUNDS	2,025.00	2,500.00	0.00	0.00	0.00	2,500.00-	0
10-3509-010	SENIOR CENTER TRIPS	6,212.85	0.00	0.00	0.00	0.00	0.00	0
10-3509-020	SENIOR CENTER DONATIONS	208.00	0.00	0.00	0.00	0.00	0.00	0
10-3509-040	SENIOR CTR STIPEND-COOP EXT SHIIP ADMIN	185.00	185.00	0.00	0.00	0.00	185.00-	0
10-3510-010	COURT COST, FEES AND CHARGES	20,361.18	22,000.00	1,263.23	9,839.43	0.00	12,160.57-	45
10-3510-020	OFFICERS FEES	10,932.18	12,000.00	510.41	6,396.93	0.00	5,603.07-	53
10-3530-000	RAP LEPC-HYPERREACH	13,000.00	0.00	0.00	0.00	0.00	0.00	0
10-3540-000	SHERIFF FEES	3,368.09	2,000.00	235.84	3,148.09	0.00	1,148.09	157
10-3540-010	DRUG/DONATIONS/GRANT LEO	369.86	0.00	92.35	796.17	0.00	796.17	0
10-3540-020	GUN PERMITS DISCRETIONARY-COUNTY PORTION	4,685.00	6,470.00	910.00	7,520.00	0.00	1,050.00	116
10-3540-030	GUN PERMITS-STATE PORTION	5,725.00	8,010.00	1,120.00	9,310.00	0.00	1,300.00	116
10-3540-040	FINGER PRINTING	1,640.00	1,730.00	240.00	2,020.00	0.00	290.00	117
10-3540-070	DONATIONS-ANIMAL CONTROL	657.84	27.00	0.00	27.00	0.00	0.00	100
10-3540-080	SHERIFF GRANT - BODY CAMS	0.00	25,000.00	0.00	0.00	0.00	25,000.00-	0
10-3541-000	SHERIFF'S SERVICE FEES	11,219.50	12,000.00	840.00	6,269.61	0.00	5,730.39-	52
10-3541-010	SHERIFF-DONATIONS	59.45	3,355.00	0.00	3,355.00	0.00	0.00	100
10-3541-030	SHERIFF DONATIONS-PURCHASE OF K-9	5,200.00	0.00	0.00	0.00	0.00	0.00	0
10-3542-000	SHERIFF-ABC BOARD FUNDING	2,400.00	2,400.00	600.00	2,400.00	0.00	0.00	100
10-3543-001	SHERIFF EXECUTION SALE PROCEEDS	48,932.50	0.00	0.00	0.00	0.00	0.00	0
10-3550-000	BUILDING PERMIT FEES - (GC)	185,208.00	45,000.00	7,268.00	33,079.80	0.00	11,920.20-	74
10-3550-010	PLANNING CONTRACTED SERVICES-BLDG INSP	0.00	15,000.00	0.00	0.00	0.00	15,000.00-	0
10-3550-020	DECOMMISSIONING BOND-SOLAR FARMS	50,000.00	0.00	0.00	0.00	0.00	0.00	0
10-3550-030	ZONING FEES	1,700.00	1,200.00	50.00	1,250.00	0.00	50.00	104
10-3560-000	REGISTER OF DEEDS FEES	62,903.56	60,000.00	5,582.85	58,296.85	0.00	1,703.15-	97
10-3560-010	MARRIAGE LICENSES	2,160.00	2,500.00	360.00	1,560.00	0.00	940.00-	62
10-3580-000	JAIL FEES/STATE REIMBURSEMENTS	7,342.85	7,000.00	1,359.73	3,115.11	0.00	3,884.89-	44
10-3590-000	JAIL HOUS/TRANS/CO/US MARSHALL	71,515.67	75,000.00	0.00	17,929.00	0.00	57,071.00-	24
10-3830-000	SALE OF FIXED ASSETS	438.07	5,000.00	0.00	0.00	0.00	5,000.00-	0
10-3900-000	NC EDUCATION LOTTERY	179,875.00	87,407.00	87,406.85	87,406.85	0.00	0.15-	100
10-3970-020	M-T-W COURT COORDINATOR GRANT	0.00	73,689.00	12,849.58	52,067.93	0.00	21,621.07-	71
10-3970-030	STATE AID VETERANS OFFICE	2,181.78	2,000.00	0.00	2,083.87	0.00	83.87	104
10-3970-040	JCPC-ROANOKE AREA YOUTH	61,976.00	63,367.00	5,280.00	47,527.00	0.00	15,840.00-	75
10-3970-041	JCPC-WASHINGTON COUNTY YOUTH	21,886.00	18,182.00	1,515.00	13,637.00	0.00	4,545.00-	75
10-3970-042	JCPC-ADMINISTRATION	3,858.00	7,391.00	615.00	5,546.00	0.00	1,845.00-	75
10-3970-050	SCHOOL REIMB-WCU/CHS SRO	149,755.50	115,540.00	9,041.91	56,419.31	0.00	59,120.69-	49
10-3970-060	BALLGAME REIMBURSEMENTS FROM SCHOOLS	1,291.50	0.00	0.00	0.00	0.00	0.00	0
10-3970-070	NCACC MANAGEMENT FELLOW GRANT ASST	23,493.55	1,344.08	0.00	1,344.08	0.00	0.00	100
10-3970-090	CONTRI FROM SOIL & WATER DIST	22,871.00	21,136.00	0.00	0.00	0.00	21,136.00-	0
10-3970-120	COST ALLOCATION-WATERWORKS	75,000.00	120,000.00	0.00	120,000.00	0.00	0.00	100
10-3980-020	TOURISM DEVELOP AUTHOR 3% ADMN	3,500.00	3,500.00	0.00	3,500.00	0.00	0.00	100



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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4120-310	MANAGERS OFFICE- TRAVEL	1,040.27	2,000.00	40.00	40.00	0.00	1,960.00	2
10-4120-315	TRAINING	6,019.97	5,000.00	125.00	2,838.25	0.00	2,161.75	57
10-4120-320	MANAGERS OFFICE- COMMUNICATIONS	1,562.60	2,000.00	137.31	962.02	0.00	1,037.98	48
10-4120-330	POSTAGE	30.06	100.00	2.44	25.79	0.00	74.21	26
10-4120-355	MAINT & REPAIR-VEHICLE	114.04	1,500.00	0.00	0.00	0.00	1,500.00	0
10-4120-370	MANAGERS OFFICE- PRINTING	250.00	150.00	0.00	100.00	0.00	50.00	67
10-4120-380	ADVERTISING	0.00	2,364.00	48.00	1,392.00	0.00	972.00	59
10-4120-381	MANAGERS OFFICE-LOST REF-EDUCATION	2,684.16	0.00	0.00	0.00	0.00	0.00	0
10-4120-390	MANAGERS OFFICE- DUES AND SUBSCRIPTIONS	3,387.41	3,950.00	8.00	3,922.83	0.00	27.17	99
10-4120-400	LEASE-COPIER	6,629.44	6,800.00	0.00	1,662.48	0.00	5,137.52	24
<b>DEPARTMENT Total</b>		<b>403,413.39</b>	<b>355,076.00</b>	<b>25,536.76</b>	<b>233,826.03</b>	<b>0.00</b>	<b>121,249.97</b>	<b>66</b>
10-4130-000	FINANCE OFFICE:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4130-010	FINANCE OFFICE- S & W- REGULAR	159,844.38	167,737.00	14,739.92	127,907.28	0.00	39,829.72	76
10-4130-040	SALARIES & WAGES-LONGEVITY	986.74	1,037.00	0.00	1,036.27	0.00	0.73	100
10-4130-090	FINANCE OFFICE- FICA TAX EXPENSE	11,544.70	12,912.00	1,064.36	9,218.95	0.00	3,693.05	71
10-4130-100	FINANCE OFFICE- RETIREMENT	25,071.98	29,613.00	2,494.00	21,817.28	0.00	7,795.72	74
10-4130-101	FINANCE OFFICE- 401(K) CONTRIB.	4,795.42	5,064.00	442.20	3,837.24	0.00	1,226.76	76
10-4130-130	FINANCE OFFICE- UNEMPLOYMENT INS.	0.00	1,008.00	0.00	0.00	0.00	1,008.00	0
10-4130-140	FINANCE OFFICE- WORKMAN'S COMP	1,008.00	1,113.00	0.00	954.00	0.00	159.00	86
10-4130-150	FINANCE OFFICE-BANK FEES	22,305.73	21,000.00	0.00	15,700.79	0.00	5,299.21	75
10-4130-180	FINANCE OFFICE- PROFESSIONAL SERVICES	78,587.87	86,000.00	733.80	72,743.45	0.00	13,256.55	85
10-4130-181	FINANCE OFFICE- GROUP INS.	31,571.34	29,328.00	2,278.52	20,750.18	0.00	8,577.82	71
10-4130-260	FINANCE OFFICE- DEPARTMENTAL SUPPLIES	8,613.69	6,123.00	243.52	2,262.66	0.00	3,860.34	37
10-4130-280	FINANCE OFFICE- POSTAGE	1,667.60	2,500.00	173.45	1,376.44	0.00	1,123.56	55
10-4130-310	FINANCE OFFICE- TRAVEL	640.38	1,100.00	120.58	741.57	0.00	358.43	67
10-4130-315	TRAINING	636.95	4,000.00	0.00	0.00	0.00	4,000.00	0
10-4130-320	FINANCE OFFICE- COMMUNICATIONS	1,546.72	1,600.00	119.90	1,060.13	0.00	539.87	66
10-4130-355	REPAIR & MAINTENANCE-VEHICLES	0.00	500.00	0.00	52.80	0.00	447.20	11
10-4130-390	FINANCE OFFICE- DUES & SUBSCRIPTIONS	604.00	1,007.00	0.00	786.80	0.00	220.20	78
10-4130-410	FINANCE OFFICE- LEASE EQUIPMENT	1,146.00	1,200.00	0.00	425.10	0.00	774.90	35
10-4130-540	FINANCE OFFICE - CAPITAL OUTLAY EQUIP	0.00	1,175.00	0.00	0.00	0.00	1,175.00	0
<b>DEPARTMENT Total</b>		<b>350,571.50</b>	<b>374,017.00</b>	<b>22,410.25</b>	<b>280,670.94</b>	<b>0.00</b>	<b>93,346.06</b>	<b>75</b>
10-4140-000	TAX ADMIN:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4140-010	TAX ADMIN.- S & W- REGULAR	156,342.38	175,101.00	15,053.76	128,030.28	0.00	47,070.72	73
10-4140-040	SALARIES & WAGES-LONGEVITY	1,683.23	1,774.00	0.00	1,773.11	0.00	0.89	100
10-4140-090	TAX ADMIN.- FICA TAX EXPENSE	10,977.04	13,531.00	1,063.09	9,118.01	0.00	4,412.99	67

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4140-100	TAX ADMIN.- RETIREMENT	24,641.93	31,034.00	2,547.09	21,962.75	0.00	9,071.25	71
10-4140-101	TAX ADMIN.- 401(K) CONTRIB.	3,862.41	5,307.00	372.90	3,082.38	0.00	2,224.62	58
10-4140-130	TAX ADMIN.- UNEMPLOYMENT INS.	0.00	1,260.00	0.00	0.00	0.00	1,260.00	0
10-4140-140	TAX ADMIN.- WORKMAN'S COMP	1,509.00	10,495.00	0.00	10,047.00	0.00	448.00	96
10-4140-180	TAX ADMIN.- GROUP INS.	33,423.76	38,525.00	3,003.39	26,182.39	0.00	12,342.61	68
10-4140-260	TAX ADMIN.- OFFICE & DEPTAL SUPPLIES	6,243.60	4,650.00	336.80	4,471.39	0.00	178.61	96
10-4140-310	TAX ADMIN.- TRAVEL	76.81	400.00	0.00	29.00	0.00	371.00	7
10-4140-315	TRAINING	1,603.15	6,000.00	0.00	1,225.00	0.00	4,775.00	20
10-4140-320	TAX ADMIN.- COMMUNICATIONS	2,340.91	2,340.00	161.36	1,289.71	0.00	1,050.29	55
10-4140-325	TAX ADMIN-POSTAGE	10,865.87	11,025.00	663.46	6,965.04	0.00	4,059.96	63
10-4140-341	ADVERTISING	2,651.00	3,500.00	0.00	737.00	0.00	2,763.00	21
10-4140-355	TAX ADMIN-MAINTENANCE & REPAIR-VEHICLE	1,155.38	1,500.00	0.00	0.00	0.00	1,500.00	0
10-4140-370	PRINTING	5,415.40	5,650.00	0.00	4,467.10	0.00	1,182.90	79
10-4140-390	TAX ADMIN.- DUES & SUBSCRIPTIONS	4,777.75	4,850.00	421.95	3,929.75	0.00	920.25	81
10-4140-410	TAX ADMIN - COPIER RENTAL	1,810.90	2,000.00	0.00	460.75	0.00	1,539.25	23
10-4140-500	TAX ADMIN - CONTRACTED SERVICES	7,275.00	12,500.00	0.00	3,900.00	0.00	8,600.00	31
10-4140-510	CONTRACTED SERVICES-ZACCHAEUS	6,190.14	6,500.00	0.00	2,079.46	0.00	4,420.54	32
10-4140-511	TAX ADMIN - CONTRACTED SERV FILE STORAGE	480.00	480.00	0.00	240.00	0.00	240.00	50
10-4140-550	TAX ADMIN - CAPITAL OUTLAY	0.00	9,200.00	0.00	0.00	0.00	9,200.00	0
<b>DEPARTMENT Total</b>		<b>283,325.66</b>	<b>347,622.00</b>	<b>23,623.80</b>	<b>229,990.12</b>	<b>0.00</b>	<b>117,631.88</b>	<b>66</b>
10-4155-000	PROFESSIONAL SERVICE:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4155-215	PROFESSIONAL SERVICES- HOSPITAL	26,827.00	30,000.00	7,800.00	26,073.00	0.00	3,927.00	87
10-4155-999	PROFESSIONAL SERVICE- HOSPITAL PENSION -	330,192.00	320,000.00	0.00	229,200.00	0.00	90,800.00	72
<b>DEPARTMENT Total</b>		<b>357,019.00</b>	<b>350,000.00</b>	<b>7,800.00</b>	<b>255,273.00</b>	<b>0.00</b>	<b>94,727.00</b>	<b>73</b>
10-4170-000	BOARD OF ELECTIONS:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4170-010	BOARD OF ELECTIONS- S & W - REGULAR	34,526.79	42,112.00	3,567.50	31,458.48	0.00	10,653.52	75
10-4170-011	SALARIES & WAGES-BOARD	6,060.00	6,000.00	200.00	5,529.92	0.00	470.08	92
10-4170-030	BOARD OF ELECTIONS- SALARIES- PART-TIME	23,209.32	61,861.00	634.61	58,883.52	0.00	2,977.48	95
10-4170-031	BOARD OF ELECTIONS - S & W-OVERTIME	7,115.61	10,128.00	0.00	10,127.98	0.00	0.02	100
10-4170-040	SALARIES & WAGES-LONGEVITY	683.94	843.00	0.00	842.24	0.00	0.76	100
10-4170-090	BOARD OF ELECTIONS- FICA TAX EXPENSE	5,428.20	8,423.00	331.09	8,130.32	0.00	292.68	97
10-4170-100	BOARD OF ELECTIONS- RETIREMENT EXPENSE	6,596.46	8,151.00	603.62	7,229.70	0.00	921.30	89
10-4170-101	BOARD OF ELECTIONS- 401(K) CONTRIB.	1,249.24	1,394.00	107.03	1,229.73	0.00	164.27	88
10-4170-130	BOARD OF ELECTIONS- UNEMPLOYMENT INS.	0.00	252.00	0.00	0.00	0.00	252.00	0
10-4170-140	BOARD OF ELECTIONS- WORKMANS COMP	577.00	484.00	0.00	436.00	0.00	48.00	90
10-4170-180	BOARD OF ELECTIONS- GROUP INS. EXPENSE	6,865.94	7,333.00	568.75	5,180.45	0.00	2,152.55	71

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4170-260	BOARD OF ELECTIONS- DEPART SUPPLIES	10,023.22	3,106.00	150.00	2,748.93	0.00	357.07	88
10-4170-270	BOARD OF ELECTIONS-SERVICE AWARDS	100.00	0.00	0.00	0.00	0.00	0.00	0
10-4170-310	BOARD OF ELECTIONS- TRAVEL	1,291.00	1,750.00	38.00	1,205.50	0.00	544.50	69
10-4170-315	TRAINING	7,247.96	0.00	0.00	0.00	0.00	0.00	0
10-4170-320	BOARD OF ELECTIONS- COMMUNICATIONS	994.12	1,000.00	46.75	614.67	0.00	385.33	61
10-4170-330	POSTAGE	642.51	1,500.00	62.11	1,150.12	0.00	349.88	77
10-4170-350	BOARD OF ELECTIONS- MAINT & REPAIR- EQUI	462.20	1,100.00	115.55	462.20	0.00	637.80	42
10-4170-360	CONTRACTED SERVICES	12,224.57	12,836.00	0.00	12,835.79	0.00	0.21	100
10-4170-370	BOARD OF ELECTIONS- PRINTING	11,003.02	6,774.00	0.00	6,773.83	0.00	0.17	100
10-4170-380	ADVERTISING	888.00	560.00	0.00	560.00	0.00	0.00	100
10-4170-390	BOARD OF ELECTIONS- DUES & SUBSCRIPTIONS	155.00	180.00	0.00	30.00	0.00	150.00	17
10-4170-550	CAPITAL OUTLAY-EQUIPMENT	0.00	60,000.00	0.00	0.00	0.00	60,000.00	0
10-4170-700	2020 HAVA FUNDS-NC CFDA# 90-404	0.00	34,574.00	0.00	0.00	0.00	34,574.00	0
<b>DEPARTMENT Total</b>		<b>137,344.10</b>	<b>270,361.00</b>	<b>6,425.01</b>	<b>155,429.38</b>	<b>0.00</b>	<b>114,931.62</b>	<b>57</b>
10-4180-000	REGISTER OF DEEDS:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4180-010	REGISTER- OF- DEEDS- S & W- REGULAR	76,685.99	77,519.00	6,459.91	58,139.19	0.00	19,379.81	75
10-4180-030	REGISTER OF DEEDS- S & W- PART-TIME	14,977.50	10,500.00	720.00	8,460.00	0.00	2,040.00	81
10-4180-040	SALARIES & WAGES-LONGEVITY	755.84	1,008.00	0.00	1,007.78	0.00	0.22	100
10-4180-090	REGISTER- OF- DEEDS- FICA TAX EXPENSE	6,876.15	6,620.00	529.71	5,012.05	0.00	1,607.95	76
10-4180-100	REGISTER- OF- DEEDS- RETIREMENT	12,070.84	13,778.00	1,093.01	10,007.61	0.00	3,770.39	73
10-4180-101	REGISTER OF DEEDS- 401(K) CONTRIB.	2,300.52	2,356.00	193.79	1,744.11	0.00	611.89	74
10-4180-102	REGISTER OF DEEDS- REG DS SUPPLEMENTAL R	750.59	1,000.00	115.04	611.87	0.00	388.13	61
10-4180-130	REGISTER OF DEEDS- UNEMPLOYMENT INS.	0.00	504.00	0.00	0.00	0.00	504.00	0
10-4180-140	REGISTER OF DEEDS- WORKMAN'S COMP	555.00	571.00	0.00	514.00	0.00	57.00	90
10-4180-180	REGISTER- OF- DEEDS- GROUP INS.	12,575.24	14,643.00	1,134.79	10,336.74	0.00	4,306.26	71
10-4180-260	REGISTER-OF-DEEDS-DEPARTMENTAL SUPPLIES	2,434.75	3,600.00	249.94	1,451.70	0.00	2,148.30	40
10-4180-270	SERVICE AWARDS	0.00	100.00	0.00	100.00	0.00	0.00	100
10-4180-310	REGISTER- OF- DEEDS- TRAVEL	0.00	200.00	0.00	0.00	0.00	200.00	0
10-4180-315	TRAINING	1,248.12	1,100.00	140.00	363.00	0.00	737.00	33
10-4180-320	REGISTER- OF- DEEDS- COMMUNICATIONS	569.62	600.00	39.91	350.88	0.00	249.12	58
10-4180-330	POSTAGE	62.41	200.00	2.75	41.10	0.00	158.90	21
10-4180-350	REGISTER- OF- DEEDS- MAINT AND REPAIR EQ	1,756.54	2,500.00	58.05	232.20	0.00	2,267.80	9
10-4180-390	REGISTER- OF- DEEDS- DUES AND SUBSCRIPTI	635.00	800.00	0.00	375.00	0.00	425.00	47
10-4180-600	REGISTER OF DEEDS- CONTRACTED SERVICES	10,500.00	11,500.00	0.00	0.00	0.00	11,500.00	0
10-4180-610	CONTRACTED SERVICES-COURHOUSE (AUTO\$)	3,000.00	0.00	0.00	0.00	0.00	0.00	0
10-4180-611	ROD AUTOMATION FUND - CAPITAL OUTLAY	0.00	9,000.00	0.00	0.00	0.00	9,000.00	0
<b>DEPARTMENT Total</b>		<b>147,754.11</b>	<b>158,099.00</b>	<b>10,736.90</b>	<b>98,747.23</b>	<b>0.00</b>	<b>59,351.77</b>	<b>62</b>

Washington County  
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4210-000	INFORMATION TECHNOLOGY:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4210-010	INFO. TECH- S & W- REGULAR	49,936.87	51,313.00	4,383.00	38,805.48	0.00	12,507.52	76
10-4210-040	SALARIES & WAGES-LONGEVITY	1,496.31	1,540.00	0.00	1,539.39	0.00	0.61	100
10-4210-090	INFO. TECH- FICA TAX EXPENSE	3,312.84	4,044.00	283.47	2,619.97	0.00	1,424.03	65
10-4210-100	INFO. TECH- RETIREMENT	8,016.55	9,274.00	741.60	6,826.32	0.00	2,447.68	74
10-4210-101	INFO. TECH- 401(K) CONTRIB.	1,498.07	1,586.00	131.49	1,164.15	0.00	421.85	73
10-4210-130	INFO. TECH- UNEMPLOYMENT INS.	0.00	252.00	0.00	0.00	0.00	252.00	0
10-4210-140	INFO. TECH- WORKMAN'S COMP	351.00	349.00	0.00	305.00	0.00	44.00	87
10-4210-180	INFO. TECH- CONTRACTED SERVICES	9,600.00	8,200.00	600.00	5,400.00	0.00	2,800.00	66
10-4210-181	INFO. TECH- GROUP INS.	8,883.74	9,343.00	737.20	6,693.20	0.00	2,649.80	72
10-4210-200	INFO. TECH- DEPARTMENTAL SUPPLIES	2,362.83	1,300.00	0.00	297.04	0.00	1,002.96	23
10-4210-270	INFO. TECH-SERVICE AWARDS	200.00	0.00	0.00	0.00	0.00	0.00	0
10-4210-310	INFO. TECH- TRAVEL	39.50	100.00	0.00	10.07	0.00	89.93	10
10-4210-315	TRAINING	0.00	1,550.00	0.00	50.00	0.00	1,500.00	3
10-4210-320	INFO. TECH- COMMUNICATIONS	2,437.27	2,850.00	493.73	2,140.32	0.00	709.68	75
10-4210-330	POSTAGE	46.80	50.00	46.00	46.00	0.00	4.00	92
10-4210-350	INFO. TECH- MAINT. & REPAIR- EQUIPMENT	19,325.98	36,000.00	1,380.00	19,968.00	0.00	16,032.00	55
<b>DEPARTMENT Total</b>		<b>107,507.76</b>	<b>127,751.00</b>	<b>8,796.49</b>	<b>85,864.94</b>	<b>0.00</b>	<b>41,886.06</b>	<b>67</b>
10-4260-000	BUILDINGS:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4260-440	CONTRACT SERVICES-COURTHOUSE SECURITY	55,755.28	59,000.00	7,215.17	11,208.87	0.00	47,791.13	19
10-4260-550	BUILDINGS- PUBLIC DEFENDER HOUSING	4,452.00	4,452.00	0.00	0.00	0.00	4,452.00	0
10-4260-554	PROBATION & PAROLE-FORBES	15,858.55	16,600.00	1,200.00	13,683.55	0.00	2,916.45	82
10-4260-555	SMART START LEASE ASSISTANCE	3,600.00	4,200.00	0.00	2,100.00	0.00	2,100.00	50
<b>DEPARTMENT Total</b>		<b>79,665.83</b>	<b>84,252.00</b>	<b>8,415.17</b>	<b>26,992.42</b>	<b>0.00</b>	<b>57,259.58</b>	<b>32</b>
10-4265-000	FACILITY SERVICES:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4265-010	FACILITY SERVICES- S & W- REGULAR	137,297.08	168,850.00	12,028.17	125,153.65	0.00	43,696.35	74
10-4265-040	SALARIES & WAGES-LONGEVITY	2,362.63	1,969.00	0.00	1,968.44	0.00	0.56	100
10-4265-090	FACILITY SERVICES- FICA TAX EXPENSE	9,206.62	13,068.00	808.67	8,722.92	0.00	4,345.08	67
10-4265-100	FACILITY SERVICES- RETIREMENT	21,779.63	29,971.00	2,035.17	21,509.05	0.00	8,461.95	72
10-4265-101	FACILITY SERVICES- 401(K) CONTRIB.	3,365.80	5,125.00	262.59	2,361.99	0.00	2,763.01	46
10-4265-130	FACILITY SERVICES- UNEMPLOYMENT INS.	0.00	1,362.00	0.00	0.00	0.00	1,362.00	0
10-4265-140	FACILITY SERVICES- WORKMAN'S COMP	18,888.00	7,080.00	0.00	6,362.00	0.00	718.00	90
10-4265-181	FACILITY SERVICES- GROUP INS.	34,788.38	45,698.00	3,000.90	30,775.18	0.00	14,922.82	67
10-4265-200	FACILITY SERVICES- DEPT SUPPLIES & MATER	14,992.68	18,000.00	1,331.54	15,220.59	0.00	2,779.41	85
10-4265-201	CLERK OF COURT DEPARTMENTAL SUPPLIES	2,728.32	1,700.00	81.89-	804.08	0.00	895.92	47



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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4265-202	CLERK OF COURT-MAINT & REPAIR-BUILDING	623.42	1,500.00	0.00	0.00	0.00	1,500.00	0
10-4265-215	FACILITY SERVICES- MAINT AND REPAIR BLDG	62,122.80	62,540.00	7,522.78	32,612.65	0.00	29,927.35	52
10-4265-230	FACILITY SERVICES- DEPT SUPPLIES-SAFETY	2,004.96	3,000.00	0.00	1,035.05	0.00	1,964.95	34
10-4265-250	FACILITY SERVICES-SUPPLIES-VEHICLE	1,631.15	3,000.00	149.52	1,186.95	0.00	1,813.05	40
10-4265-256	FACILITY SERVICES- INSURANCE CLAIMS	6,690.50	16,970.00	0.00	4,876.51	0.00	12,093.49	29
10-4265-270	SERVICE AWARDS	50.00	200.00	0.00	200.00	0.00	0.00	100
10-4265-320	FACILITY SERVICES- COMMUNICATIONS	7,036.23	6,800.00	730.01	5,308.44	0.00	1,491.56	78
10-4265-325	POSTAGE	0.00	50.00	0.00	0.00	0.00	50.00	0
10-4265-330	FACILITY SERVICES- UTILITIES-ELECTRICITY	101,227.62	105,000.00	14,328.18	75,139.82	0.00	29,860.18	72
10-4265-331	UTILITIES-FUEL/GAS	6,819.57	10,000.00	2,438.10	7,337.36	0.00	2,662.64	73
10-4265-332	UTILITIES-WATER	30,620.97	30,000.00	1,363.53	12,230.22	0.00	17,769.78	41
10-4265-355	MAINT & REPAIR-VEHICLES	438.10	1,500.00	0.00	579.98	0.00	920.02	39
10-4265-440	CONTRACTED SERVICES-MOWING	26,049.00	28,440.00	0.00	10,863.00	0.00	17,577.00	38
10-4265-540	FACILITIES- CAPITAL OUTLAY - EQUIPMENT	69,304.92	53,200.00	0.00	0.00	0.00	53,200.00	0
10-4265-551	MAINT AGREEMENTS-COMMANDER SOFTWARE	1,533.00	1,533.00	0.00	1,533.00	0.00	0.00	100
10-4265-601	CONTRACTED SERVICES-SECURITY SYSTEM	1,858.32	1,800.00	0.00	1,706.22	0.00	93.78	95
10-4265-602	CONTRACTED SERVICES-EXTERMINATING	7,144.00	7,144.00	0.00	6,844.00	0.00	300.00	96
10-4265-603	CONTRACTED SERVICES-ELEVATOR	14,890.00	10,090.00	0.00	7,705.00	0.00	2,385.00	76
10-4265-604	CONTRACTED SERVICES-REPUBLIC	8,361.26	10,785.00	780.36	5,777.38	0.00	5,007.62	54
10-4265-605	CONTRACTED SERVICES-FIRE EXT	2,348.00	4,550.00	1,179.75	2,222.75	0.00	2,327.25	49
10-4265-606	CONTRACTED SERVICES-HOUSE KEEPING	6,060.00	6,420.00	480.00	4,110.00	0.00	2,310.00	64
<b>DEPARTMENT Total</b>		<b>602,222.96</b>	<b>657,345.00</b>	<b>48,357.38</b>	<b>394,146.23</b>	<b>0.00</b>	<b>263,198.77</b>	<b>60</b>
10-4310-000	SHERIFF:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4310-010	SHERIFF- S & W- REGULAR	691,620.62	767,348.00	59,586.82	520,395.49	0.00	246,952.51	68
10-4310-030	SHERIFF- SALARIES AND WAGES PART-TIME	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0
10-4310-040	SALARIES & WAGES-LONGEVITY	1,874.23	2,928.00	0.00	2,840.28	0.00	87.72	97
10-4310-090	SHERIFF- FICA TAX EXPENSE	50,623.51	59,697.00	4,296.18	37,742.14	0.00	21,954.86	63
10-4310-100	SHERIFF- RETIREMENT	110,516.71	137,739.00	10,237.78	89,250.66	0.00	48,488.34	65
10-4310-101	SHERIFF- 401K CONTRIB.	32,472.19	37,345.00	2,493.74	22,692.97	0.00	14,652.03	61
10-4310-102	SHERIFF-SUPPLEMENTAL PENSION FUND	574.57	1,800.00	1,773.47	1,773.47	0.00	26.53	99
10-4310-130	SHERIFF- UNEMPLOYMENT INS.	2,496.00	5,040.00	0.00	4,606.26	0.00	433.74	91
10-4310-140	SHERIFF- WORKMAN'S COMP	51,388.00	54,496.00	0.00	45,225.00	0.00	9,271.00	83
10-4310-180	SHERIFF- PROFESSIONAL SERVICES	4,597.50	3,500.00	598.50	3,291.00	0.00	209.00	94
10-4310-181	SHERIFF- GROUP INS.	107,408.12	150,325.00	10,399.09	82,936.37	0.00	67,388.63	55
10-4310-210	SHERIFF- UNIFORMS	7,625.51	10,000.00	561.64	7,347.18	0.00	2,652.82	73
10-4310-250	SHERIFF- SUPPLIES-VEHCILE	57,701.70	54,000.00	4,118.40	30,561.34	0.00	23,438.66	57
10-4310-260	SHERIFF- DEPARTMENTAL SUPPLIES	23,672.66	38,000.00	2,478.56	10,325.67	0.00	27,674.33	27
10-4310-270	SERVICE AWARDS	50.00	100.00	0.00	100.00	0.00	0.00	100

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10-4310-310	SHERIFF- TRAVEL	1,950.40	2,000.00	0.00	966.72	0.00	1,033.28	48
10-4310-315	TRAINING	818.76	2,400.00	0.00	505.00	0.00	1,895.00	21
10-4310-320	SHERIFF- COMMUNICATIONS	10,808.90	13,400.00	953.11	9,358.81	0.00	4,041.19	70
10-4310-330	POSTAGE	1,107.19	1,500.00	173.96	1,099.87	0.00	400.13	73
10-4310-350	SHERIFF- MAINT. & REPAIR EQUIPMENT	4,997.99	2,000.00	494.42	848.38	0.00	1,151.62	42
10-4310-355	SHERIFF- MAINT.- VEHICLE	27,265.45	32,500.00	118.54	24,282.43	0.00	8,217.57	75
10-4310-370	SHERIFF- PRINTING	175.00	200.00	0.00	130.00	0.00	70.00	65
10-4310-380	ADVERTISING	68.00	200.00	0.00	36.00	0.00	164.00	18
10-4310-390	SHERIFF- DUES & SUBSCRIPTIONS	325.86	400.00	0.00	337.30	0.00	62.70	84
10-4310-392	SHERIFF- UNDERCOVER INVESTIGATIONS	5,000.00	7,000.00	3,000.00	5,500.00	0.00	1,500.00	79
10-4310-411	LEASE-COPIER	60.24	0.00	0.00	0.00	0.00	0.00	0
10-4310-412	LEASE-FINGERPRINT	3,150.00	3,365.00	0.00	3,308.00	0.00	57.00	98
10-4310-413	LEASE-BUILDING	840.00	840.00	0.00	770.00	0.00	70.00	92
10-4310-414	MAINT AGREEMENTS-HRMS & QTR MASTER	1,285.00	1,300.00	0.00	1,298.00	0.00	2.00	100
10-4310-415	MAINT AGREEMENTS-RMS & RAMBLER	4,878.00	4,880.00	0.00	4,878.00	0.00	2.00	100
10-4310-416	MAINT AGREEMENTS-BIOMETRIC SCANNING	643.00	650.00	0.00	0.00	0.00	650.00	0
10-4310-417	LEASE - ANKLE MONITORING DEVICES	0.00	12,000.00	585.00	585.00	0.00	11,415.00	5
10-4310-540	CAPITAL OUTLAY VEHICLES	127,226.35	113,534.00	0.00	25,442.00	0.00	88,092.00	22
10-4310-550	SHERIFF- CAPITAL OUTLAY - EQUIPMENT	19,688.30	34,500.00	23,360.21	23,360.21	0.00	11,139.79	68
10-4310-600	SHERIFF- ANIMAL CONTROL	6,975.61	10,000.00	1,158.67	6,226.44	0.00	3,773.56	62
10-4310-601	DONATIONS-ANIMAL CONTROL	69.90	27.00	0.00	0.00	0.00	27.00	0
10-4310-602	SHERIFF-ABC BOARD FUNDING	0.00	1,028.00	0.00	0.00	0.00	1,028.00	0
10-4310-603	SHERIFF DONATIONS-PURCHASE OF K-9	9,500.00	3,601.00	0.00	0.00	0.00	3,601.00	0
10-4310-604	SHERIFF-COUNTY CONTRIB-PURCHASE OF K-9	9,678.17	1,500.00	0.00	140.43	0.00	1,359.57	9
10-4310-611	GUN PERMITS DISCRETIONARY-COUNTY PORTION	265.00	24,070.00	0.00	0.00	0.00	24,070.00	0
10-4310-612	GUN PERMITS-STATE PORTION	5,335.00	8,735.00	505.00	8,140.00	0.00	595.00	93
10-4310-613	FINGERPRINTING	530.73	1,785.00	0.00	0.00	0.00	1,785.00	0
10-4310-615	SHERIFF EXECUTION SALE EXPENSES	48,932.50	0.00	0.00	0.00	0.00	0.00	0
10-4310-650	SHERIFF-DONATIONS	1,065.00	6,130.00	0.00	0.00	0.00	6,130.00	0
<b>DEPARTMENT Total</b>		<b>1,435,261.67</b>	<b>1,613,863.00</b>	<b>125,769.81</b>	<b>976,300.42</b>	<b>0.00</b>	<b>637,562.58</b>	<b>60</b>
10-4311-000	SRO - WASHINGTON COUNTY UNION:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4311-010	SRO- WASH CO UNION-S & W- REGULAR	33,459.96	33,460.00	2,928.75	25,516.23	0.00	7,943.77	76
10-4311-090	SRO- WASH CO UNION- FICA TAX EXPENSE	2,513.88	2,560.00	220.22	1,917.60	0.00	642.40	75
10-4311-100	SRO- WASH CO UNION- RETIREMENT EXPENSE	5,432.06	6,082.00	513.12	4,470.48	0.00	1,611.52	74
10-4311-101	SRO- WASH CO UNION- 401(K) CONTRIB.	1,673.04	1,673.00	146.44	1,275.84	0.00	397.16	76
10-4311-130	SRO - WASH CO UNION- UNEMPLOYMENT INS.	0.00	252.00	0.00	0.00	0.00	252.00	0
10-4311-140	SRO- WASH CO UNION- WORKMAN'S COMP EXPEN	2,369.00	2,488.00	0.00	2,238.00	0.00	250.00	90
10-4311-180	SRO- WASH CO UNION- GROUP INS.	6,863.30	7,305.00	568.51	5,178.31	0.00	2,126.69	71

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10-4311-210	SRO- WASH CO UNION- UNIFORMS	314.08	500.00	0.00	0.00	0.00	500.00	0
10-4311-250	MAINTENANCE & REPAIR-VEHICLE	1,908.53	2,250.00	279.64	1,733.09	0.00	516.91	77
10-4311-260	SRO- WASH CO UNION-DEPARTMENTAL SUPPLIES	0.00	200.00	140.52	182.49	0.00	17.51	91
10-4311-310	SRO- WASH CO UNION- TRAVEL	0.00	500.00	0.00	0.00	0.00	500.00	0
10-4311-315	TRAINING	0.00	500.00	0.00	0.00	0.00	500.00	0
<b>DEPARTMENT Total</b>		<b>54,533.85</b>	<b>57,770.00</b>	<b>4,797.20</b>	<b>42,512.04</b>	<b>0.00</b>	<b>15,257.96</b>	<b>74</b>
10-4313-000	SRO- CRESWELL:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4313-010	SRO- CRESWELL-S & W- REGULAR	15,724.57	33,460.00	3,001.58	9,635.32	0.00	23,824.68	29
10-4313-090	SRO- CRESWELL- FICA TAX EXPENSE	1,118.85	2,560.00	225.80	725.64	0.00	1,834.36	28
10-4313-100	SRO- CRESWELL- RETIREMENT	1,580.84	6,082.00	525.88	1,440.10	0.00	4,641.90	24
10-4313-101	SRO- CRESWELL- 401K CONTRIB.	487.97	1,673.00	150.08	410.99	0.00	1,262.01	25
10-4313-130	SRO - CRESWELL- UNEMPLOYMENT INS.	0.00	252.00	0.00	0.00	0.00	252.00	0
10-4313-140	SRO- CRESWELL- WORKMAN'S COMP	2,369.00	2,488.00	0.00	2,238.00	0.00	250.00	90
10-4313-180	SRO- CRESWELL- GROUP INS.S	1,975.78	7,305.00	568.51	1,705.53	0.00	5,599.47	23
10-4313-210	SRO- CRESWELL- UNIFORMS	0.00	500.00	205.52	205.52	0.00	294.48	41
10-4313-250	MAINTENANCE & REPAIR-VEHICLE	868.64	2,250.00	43.98	115.28	0.00	2,134.72	5
10-4313-260	SRO- CRESWELL- DEPARTMENTAL SUPPLIES	0.00	200.00	140.52	140.52	0.00	59.48	70
10-4313-310	SRO- CRESWELL- TRAVEL	0.00	500.00	0.00	0.00	0.00	500.00	0
10-4313-315	TRAINING	0.00	500.00	0.00	0.00	0.00	500.00	0
<b>DEPARTMENT Total</b>		<b>24,125.65</b>	<b>57,770.00</b>	<b>4,861.87</b>	<b>16,616.90</b>	<b>0.00</b>	<b>41,153.10</b>	<b>29</b>
10-4314-000	SRO- PLYMOUTH HIGH:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4314-010	SRO - PLYMOUTH HIGH-S & W- REGULAR	32,773.60	33,460.00	2,858.00	25,303.98	0.00	8,156.02	76
10-4314-090	SRO - PLYMOUTH HIGH- FICA TAX	2,455.42	2,560.00	212.14	1,877.28	0.00	682.72	73
10-4314-100	SRO - PLYMOUTH HIGH- RETIREMENT MATCH	5,203.84	6,082.00	500.72	4,433.28	0.00	1,648.72	73
10-4314-101	SRO - PLYMOUTH HIGH- 401K CONTRIBUTIONS	1,603.33	1,673.00	142.90	1,265.22	0.00	407.78	76
10-4314-130	SRO - PLYMOUTH HIGH- UNEMPLOYMENT INS.	0.00	252.00	0.00	0.00	0.00	252.00	0
10-4314-140	SRO - PLYMOUTH HIGH- WORKMAN'S COMP	2,488.00	2,488.00	0.00	2,238.00	0.00	250.00	90
10-4314-180	SRO - PLYMOUTH HIGH- GROUP INS.	6,581.05	7,305.00	568.51	5,178.31	0.00	2,126.69	71
10-4314-210	SRO - PLYMOUTH HIGH- UNIFORMS	406.29	500.00	53.14	53.14	0.00	446.86	11
10-4314-250	MAINT & REPAIR - VEHICLE	1,973.10	2,250.00	209.34	1,601.12	0.00	648.88	71
10-4314-260	DEPARTMENTAL SUPPLIES	0.00	200.00	140.52	140.52	0.00	59.48	70
10-4314-310	SRO- TRAVEL	0.00	500.00	0.00	0.00	0.00	500.00	0
10-4314-315	TRAINING	0.00	500.00	0.00	0.00	0.00	500.00	0
<b>DEPARTMENT Total</b>		<b>53,484.63</b>	<b>57,770.00</b>	<b>4,685.27</b>	<b>42,090.85</b>	<b>0.00</b>	<b>15,679.15</b>	<b>73</b>

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4317-000	SRO - PINES:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4317-010	SRO - PINES-S&W REGULAR	23,228.93	0.00	0.00	0.00	0.00	0.00	0
10-4317-090	SRO - PINES-FICA TAX	1,684.81	0.00	0.00	0.00	0.00	0.00	0
10-4317-100	SRO - PINES-RETIREMENT MATCH	3,758.89	0.00	0.00	0.00	0.00	0.00	0
10-4317-101	SRO - PINES-401K CONTRIBUTIONS	1,161.47	0.00	0.00	0.00	0.00	0.00	0
10-4317-140	SRO - PINES-WORKMANS COMP	2,369.00	2,238.00	0.00	2,238.00	0.00	0.00	100
10-4317-180	SRO - PINES-GROUP INS	4,839.49	0.00	0.00	0.00	0.00	0.00	0
10-4317-210	SRO - PINES-UNIFORMS	252.39	0.00	0.00	0.00	0.00	0.00	0
10-4317-250	MAINT & REPAIR-VEHICLE	1,563.39	0.00	0.00	0.00	0.00	0.00	0
<b>DEPARTMENT Total</b>		<b>38,858.37</b>	<b>2,238.00</b>	<b>0.00</b>	<b>2,238.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100</b>
10-4320-000	DETENTION CENTER:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4320-010	DETENTION CENTER- S & W - REGULAR	305,953.91	307,335.00	27,776.79	218,098.38	0.00	89,236.62	71
10-4320-030	SALARIES & WAGE - OVERTIME	53,820.61	76,500.00	5,751.93	74,794.90	0.00	1,705.10	98
10-4320-031	DETENTION CENTER - S&W PARTTIME	31,801.64	31,000.00	3,225.67	28,943.57	0.00	2,056.43	93
10-4320-040	SALARIES & WAGES - LONGEVITY	1,584.85	1,983.00	0.00	1,707.26	0.00	275.74	86
10-4320-090	DETENTION CENTER- FICA TAX EXPENSE	28,930.70	34,029.00	2,708.75	23,888.37	0.00	10,140.63	70
10-4320-100	DETENTION CENTER- RETIREMENT	55,468.72	72,607.00	5,673.06	49,702.52	0.00	22,904.48	68
10-4320-101	DETENTION CENTER- 401(K) CONTRIB.	6,908.13	12,415.00	701.59	4,832.72	0.00	7,582.28	39
10-4320-130	DETENTION CENTER- UNEMPLOYMENT INS.	0.00	3,276.00	0.00	0.00	0.00	3,276.00	0
10-4320-140	DETENTION CENTER- WORKMAN'S COMP	29,040.00	33,064.00	0.00	29,758.00	0.00	3,306.00	90
10-4320-181	DETENTION CENTER- GROUP INS.	72,902.92	94,711.00	7,366.71	53,611.18	0.00	41,099.82	57
10-4320-185	TRAVEL	34.00	500.00	36.00	269.21	0.00	230.79	54
10-4320-190	DETENTION CENTER- TRAINING	2,272.86	5,000.00	237.10	1,701.41	0.00	3,298.59	34
10-4320-200	DETENTION CENTER- DEPARTMENTAL SUPPLIES	8,283.29	12,000.00	2,733.74	8,564.97	0.00	3,435.03	71
10-4320-210	DETENTION CENTER- UNIFORMS	3,832.95	5,000.00	0.00	4,935.85	0.00	64.15	99
10-4320-244	CONTRACTED SERVICES-SOUTHERN HEALTH PART	128,755.16	135,000.00	8,910.64	102,757.21	0.00	32,242.79	76
10-4320-247	DETENTION CENTER- FOOD & PROVISIONS	83,635.70	95,000.00	5,250.35	41,376.85	0.00	53,623.15	44
10-4320-270	SERVICE AWARDS	100.00	0.00	0.00	0.00	0.00	0.00	0
10-4320-290	SUPPLIES & MATERIALS-HYGIENE	844.04	4,000.00	0.00	0.00	0.00	4,000.00	0
10-4320-299	DETENTION CENTER- LAUNDRY & DRY CLEANING	6,127.00	6,000.00	488.00	4,546.00	0.00	1,454.00	76
10-4320-320	DETENTION CENTER- COMMUNICATIONS	677.90	650.00	75.54	515.56	0.00	134.44	79
10-4320-330	POSTAGE	103.50	200.00	7.14	57.30	0.00	142.70	29
10-4320-350	DETENTION CENTER- MAINT & REPAIR- EQUIP	20,198.86	20,000.00	3,670.64	7,254.27	0.00	12,745.73	36
10-4320-550	DETENTION CENTER- CAPITAL OUTLAY- EQUIPM	0.00	22,500.00	0.00	0.00	0.00	22,500.00	0
10-4320-600	DETENTION CENTER- CONTRACTED SERVICES	35,059.59	50,000.00	2,538.90	36,697.42	0.00	13,302.58	73
10-4320-601	CONTRACTED SERVICES-OPTUM	3,797.28	4,220.00	0.00	3,516.00	0.00	704.00	83
10-4320-602	MAINTENANCE AGREEMENTS-SOUTHERN SOFTWARE	3,062.00	3,742.00	0.00	0.00	0.00	3,742.00	0
10-4320-603	MAINTENANCE AGREEMENTS-TOP GUARD	99.00	100.00	0.00	0.00	0.00	100.00	0

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4320-604	MAINTENANCE AGREEMENTS-FED LOCKING SERVI	0.00	4,750.00	0.00	0.00	0.00	4,750.00	0
<b>DEPARTMENT Total</b>		<b>883,294.61</b>	<b>1,035,582.00</b>	<b>77,152.55</b>	<b>697,528.95</b>	<b>0.00</b>	<b>338,053.05</b>	<b>67</b>
10-4330-000	EMERGENCY MANAGEMENT:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4330-010	EMERGENCY MGMT - S & W- REGULAR	59,954.76	54,272.00	4,522.67	40,704.03	0.00	13,567.97	75
10-4330-040	SALARIES & WAGES - LONGEVITY	2,196.22	0.00	0.00	0.00	0.00	0.00	0
10-4330-090	EMERGENCY MGMT - FICA TAX EXPENSE	4,397.55	4,152.00	283.59	2,552.31	0.00	1,599.69	61
10-4330-100	EMERGENCY MGMT - RETIREMENT	9,682.72	9,523.00	765.24	6,887.16	0.00	2,635.84	72
10-4330-101	EMERGENCY MGMT - 401(K) CONTRIB.	1,808.03	1,629.00	135.68	1,221.12	0.00	407.88	75
10-4330-130	EMERGENCY MGMT - UNEMPLOYMENT INS.	0.00	252.00	0.00	0.00	0.00	252.00	0
10-4330-140	EMERGENCY MGMT - WORKMAN'S COMP	4,562.00	4,441.00	0.00	4,310.00	0.00	131.00	97
10-4330-180	EMERGENCY MGMT - GROUP INS.	6,294.91	7,373.00	572.27	5,208.83	0.00	2,164.17	71
10-4330-250	MAINTENANCE & REPAIR - VEHICLE	349.12	750.00	0.00	0.00	0.00	750.00	0
10-4330-260	EMERGENCY MGMT - DEPARTMENTAL SUPPLIES	1,864.32	3,401.00	516.73	1,937.34	0.00	1,463.66	57
10-4330-310	EMERGENCY MGMT - TRAVEL	770.65	1,500.00	212.34	807.17	0.00	692.83	54
10-4330-315	TRAINING	941.61	2,000.00	0.00	89.80	0.00	1,910.20	4
10-4330-320	EMERGENCY MGMT - COMMUNICATIONS	1,648.35	2,200.00	152.85	1,206.71	0.00	993.29	55
10-4330-330	POSTAGE	52.48	200.00	1.71	42.08	0.00	157.92	21
10-4330-350	EMERGENCY MGMT - MAINT. & REPAIR- EQUI	2,235.34	3,500.00	26.79	3,212.78	0.00	287.22	92
10-4330-370	EMERGENCY MGMT - PRINTING	0.00	250.00	0.00	0.00	0.00	250.00	0
10-4330-380	ADVERTISING	730.00	250.00	0.00	0.00	0.00	250.00	0
10-4330-390	EMERGENCY MGMT - DUES & SUBSCRIPTIONS	288.75	539.00	0.00	188.40	0.00	350.60	35
10-4330-400	EM DONATIONS-EMERGENCY RESPONSE BANQUET	6,613.14	5,442.00	0.00	0.00	0.00	5,442.00	0
10-4330-410	EMERGENCY MGMT - LEASE-COPIER	2,164.20	600.00	0.00	539.73	0.00	60.27	90
10-4330-540	EMERGENCY MGMT - CAPITAL OUTLAY- VEHIC	0.00	42,000.00	0.00	0.00	0.00	42,000.00	0
10-4330-600	EMERGENCY MGMT - CONTRACTED SERVICES	733.00	250.00	0.00	0.00	0.00	250.00	0
10-4330-692	HAZARD MITIGATION-PROPERTY ACQUISITION	37,204.50	0.00	0.00	0.00	0.00	0.00	0
10-4330-693	RAP LEPC TIER II GRANT	4,000.00	0.00	0.00	0.00	0.00	0.00	0
10-4330-702	SUNENERGY GRANT-GENERATORS AND TIRES	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0
10-4330-703	WEYERHAEUSER GIVING GRANT-RADIOS	62,993.25	0.00	0.00	0.00	0.00	0.00	0
10-4330-995	MAINTENANCE AGREEMENTS - HYPER REACH	13,000.00	1,945.00	0.00	1,945.00	0.00	0.00	100
10-4330-999	RAP LEPC FUND BLAANCE TRANSFER	5,268.00	0.00	0.00	0.00	0.00	0.00	0
<b>DEPARTMENT Total</b>		<b>229,752.90</b>	<b>151,469.00</b>	<b>7,189.87</b>	<b>70,852.46</b>	<b>0.00</b>	<b>80,616.54</b>	<b>47</b>
10-4331-000	EM-STATE OF EMERGENCY:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4333-031	HURR DORIAN-FEMA-S & W OVERTIME	3,234.89	0.00	0.00	0.00	0.00	0.00	0
10-4333-090	HURR DORIAN-FEMA-FICA	233.69	0.00	0.00	0.00	0.00	0.00	0
10-4333-100	HURR DORIAN-FEMA-RETIREMENT	501.04	0.00	0.00	0.00	0.00	0.00	0

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4333-101	HURR DORIAN-FEMA-401k	96.85	0.00	0.00	0.00	0.00	0.00	0
10-4333-250	HURR DORIAN-FEMA-DIESEL/GAS	1,317.03	0.00	0.00	0.00	0.00	0.00	0
10-4333-260	HURR DORIAN-FEMA-DEPARTMENTAL SUPPLIES	125.46	0.00	0.00	0.00	0.00	0.00	0
10-4333-600	HURR DORIAN - CONTRACTED SERVICES	790.25	0.00	0.00	0.00	0.00	0.00	0
<b>DEPARTMENT Total</b>		<b>6,299.21</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>
10-4340-000	FIRE PROTECTION:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4340-991	PLYMOUTH VFD-OPERATIONAL	120,473.00	121,080.00	10,090.00	90,810.00	0.00	30,270.00	75
10-4340-992	ROPER VFD-OPERATIONAL	76,462.00	77,069.00	6,422.42	57,801.78	0.00	19,267.22	75
10-4340-993	CRESWELL VFD-OPERATIONAL	49,201.00	49,808.00	4,150.67	37,356.03	0.00	12,451.97	75
10-4340-994	MCVFD-OPERATIONAL	56,562.00	57,169.00	4,764.08	42,876.72	0.00	14,292.28	75
10-4340-995	LAKE PHELPS VFD-OPERATIONAL	44,288.00	44,895.00	3,741.25	33,671.25	0.00	11,223.75	75
10-4340-996	PUNGO VFD-OPERATIONAL	19,181.00	19,181.00	1,598.42	14,385.78	0.00	4,795.22	75
10-4340-997	PINETOWN/LONG ACRE VFD	8,067.00	8,067.00	672.25	6,050.25	0.00	2,016.75	75
<b>DEPARTMENT Total</b>		<b>374,234.00</b>	<b>377,269.00</b>	<b>31,439.09</b>	<b>282,951.81</b>	<b>0.00</b>	<b>94,317.19</b>	<b>75</b>
10-4345-000	FORESTRY:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4345-991	FORESTRY MATCH (35%)	72,978.50	109,358.00	14,599.61	52,101.93	0.00	57,256.07	48
<b>DEPARTMENT Total</b>		<b>72,978.50</b>	<b>109,358.00</b>	<b>14,599.61</b>	<b>52,101.93</b>	<b>0.00</b>	<b>57,256.07</b>	<b>48</b>
10-4350-000	INSPECTIONS & PLANNING:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4350-121	SALARIES & WAGES-REGULAR	51,291.17	97,545.00	8,128.75	73,158.75	0.00	24,386.25	75
10-4350-127	SALARIES & WAGES-LONGEVITY	492.54	691.00	0.00	690.18	0.00	0.82	100
10-4350-181	FICA TAX	2,999.02	7,515.00	504.09	4,558.14	0.00	2,956.86	61
10-4350-182	RETIREMENT	8,096.50	17,236.00	1,375.39	12,495.29	0.00	4,740.71	72
10-4350-183	GROUP INSURANCE	10,844.43	16,689.00	1,302.61	11,843.87	0.00	4,845.13	71
10-4350-184	401(K) CONTRIBUTIONS	1,538.73	2,948.00	243.86	2,194.74	0.00	753.26	74
10-4350-185	UNEMPLOYMENT INSURANCE	0.00	504.00	0.00	0.00	0.00	504.00	0
10-4350-186	WORKMAN'S COMP	861.00	7,160.00	0.00	3,236.00	0.00	3,924.00	45
10-4350-260	DEPARTMENTAL SUPPLIES	711.78	2,000.00	473.04	1,041.04	0.00	958.96	52
10-4350-270	INSPECTIONS - SERVICE AWARDS	0.00	100.00	0.00	100.00	0.00	0.00	100
10-4350-311	TRAVEL	476.22	1,000.00	0.00	268.02	0.00	731.98	27
10-4350-320	COMMUNICATIONS	1,922.61	2,500.00	151.01	1,271.90	0.00	1,228.10	51
10-4350-341	PRINTING	0.00	400.00	0.00	0.00	0.00	400.00	0
10-4350-352	MAINT & REPAIR-EQUIPMENT	0.00	623.00	0.00	189.39	0.00	433.61	30
10-4350-353	MAINT & REPAIR-VEHICLE	139.95	1,000.00	0.00	394.62	0.00	605.38	39
10-4350-370	ADVERTISING	1,897.00	750.00	0.00	477.60	0.00	272.40	64

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4350-395	TRAINING	0.00	1,000.00	0.00	440.00	0.00	560.00	44
10-4350-439	LEASE-EQUIPMENT	2,138.28	600.00	0.00	539.69	0.00	60.31	90
10-4350-440	CONTRACTED	33.00	6,000.00	0.00	0.00	0.00	6,000.00	0
10-4350-491	DUES & SUBSCRIPTIONS	0.00	677.00	0.00	421.80	0.00	255.20	62
10-4350-500	DECOMMISSIONING BOND-SOLAR FARMS	0.00	50,000.00	0.00	0.00	0.00	50,000.00	0
10-4350-540	CAPITAL OUTLAY-VEHICLE	0.00	31,000.00	901.46	30,750.97	0.00	249.03	99
10-4350-600	CONTRACTED SERV-ABANDONED PROPERTY DEMO	4,900.00	5,000.00	0.00	0.00	0.00	5,000.00	0
10-4350-601	CONTRACTED SERVICES-BUILDING INSPECTOR	21,224.25	0.00	0.00	0.00	0.00	0.00	0
<b>DEPARTMENT Total</b>		<b>107,844.48</b>	<b>252,938.00</b>	<b>13,080.21</b>	<b>144,072.00</b>	<b>0.00</b>	<b>108,866.00</b>	<b>57</b>
10-4915-000	GEOGRAPHIC INFORMATION SYSTEMS:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4915-010	GEOGRAPHIC INFO SYST-S & W- REGULAR	37,410.58	39,265.00	3,272.08	29,448.72	0.00	9,816.28	75
10-4915-040	GEOGRAPHIC INFO SYST - LONGEVITY	373.30	393.00	0.00	392.65	0.00	0.35	100
10-4915-090	GEOGRAPHIC INFO SYST- FICA TAX EXPENSE	2,845.73	3,034.00	245.14	2,240.13	0.00	793.87	74
10-4915-100	GEOGRAPHIC INFO SYST- RETIREMENT EXPENSE	5,932.65	6,959.00	553.64	5,057.66	0.00	1,901.34	73
10-4915-101	GEOGRAPHIC INFO SYST- 401(K) CONTRIB.	1,132.70	1,190.00	98.16	884.94	0.00	305.06	74
10-4915-130	GEOGRAPHIC INFO SYST- UNEMPLOYMENT INS.	0.00	252.00	0.00	0.00	0.00	252.00	0
10-4915-140	GEOGRAPHIC INFO SYST- WORKMAN'S COMP	1,551.00	1,714.00	0.00	1,466.00	0.00	248.00	86
10-4915-180	GEOGRAPHIC INFO SYST- GROUP INS.	6,871.44	7,324.00	569.45	5,186.69	0.00	2,137.31	71
10-4915-181	GIS-PROFESSIONAL SERVICES	4,800.00	0.00	0.00	0.00	0.00	0.00	0
10-4915-190	GEOGRAPHIC INFO SYST- TRAINING	1,465.24	2,000.00	35.00	60.00	0.00	1,940.00	3
10-4915-260	DEPARTMENTAL SUPPLIES	2,936.73	2,100.00	242.04	1,033.87	0.00	1,066.13	49
10-4915-270	GIS-SERVICE AWARDS	50.00	0.00	0.00	0.00	0.00	0.00	0
10-4915-320	GIS- COMMUNICATIONS	615.64	600.00	42.48	404.00	0.00	196.00	67
10-4915-330	POSTAGE	3.46	50.00	0.00	0.00	0.00	50.00	0
10-4915-350	MAINT AGREEMENTS-ESRI SOFTWARE	2,350.00	2,350.00	0.00	0.00	0.00	2,350.00	0
10-4915-351	MAINT AGREEMENTS-ATLAS DATA WEBSITE	3,600.00	4,800.00	0.00	4,800.00	0.00	0.00	100
<b>DEPARTMENT Total</b>		<b>71,938.47</b>	<b>72,031.00</b>	<b>5,057.99</b>	<b>50,974.66</b>	<b>0.00</b>	<b>21,056.34</b>	<b>71</b>
10-5110-000	DISTRICT HEALTH	0.00	0.00	0.00	0.00	0.00	0.00	0
10-5110-990	2ND JUDICIAL DIST DRUG RECOVERY COURT	5,000.00	5,000.00	0.00	5,000.00	0.00	0.00	100
10-5110-991	MTW HEALTH DEPARTMENT	199,346.00	199,346.00	16,612.17	149,509.53	0.00	49,836.47	75
10-5110-993	2ND DIST DRUG COURT COORDINATOR POSITION	0.00	73,689.00	6,259.86	52,067.93	0.00	21,621.07	71
<b>DEPARTMENT Total</b>		<b>- 204,346.00</b>	<b>278,035.00</b>	<b>22,872.03</b>	<b>206,577.46</b>	<b>0.00</b>	<b>71,457.54</b>	<b>74</b>
10-5150-000	SENIOR CITIZENS CENTER:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-5150-010	SENIOR CITIZENS CENT- S & W- REGULAR	73,362.43	83,488.00	6,329.84	52,798.71	0.00	30,689.29	63

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-5150-040	SALARIES & WAGES-LONGEVITY	940.98	988.00	0.00	987.58	0.00	0.42	100
10-5150-090	SENIOR CITIZENS CENT- FICA TAX EXPENSE	5,445.72	6,480.00	466.72	3,912.17	0.00	2,567.83	60
10-5150-100	SENIOR CITIZENS CENT- RETIREMENT	11,587.84	14,862.00	881.09	8,910.69	0.00	5,951.31	60
10-5150-101	SENIOR CITIZENS CENT- 401(K) CONTRIB.	2,201.10	2,542.00	156.23	1,550.37	0.00	991.63	61
10-5150-130	SENIOR CITIZENS CTR- WORKMAN'S COMP	3,756.00	2,988.00	0.00	2,822.00	0.00	166.00	94
10-5150-131	SENIOR CENTER- UNEMPLOYMENT INS.	0.00	672.00	0.00	0.00	0.00	672.00	0
10-5150-180	SENIOR CITIZENS CENT- GROUP INS.	18,260.19	21,857.00	1,134.44	11,828.07	0.00	10,028.93	54
10-5150-247	APPROPRIATION-ALBEMARLE NUTRITION	47,807.00	47,807.00	0.00	35,855.25	0.00	11,951.75	75
10-5150-257	DEPARTMENT SUPPLIES-CRAFTS/CERAMICS	2,651.41	2,500.00	11.00	603.34	0.00	1,896.66	24
10-5150-260	DEPARTMENTAL SUPPLIES	5,874.01	2,100.00	0.00	737.19	0.00	1,362.81	35
10-5150-270	SERVICE AWARDS	100.00	0.00	0.00	0.00	0.00	0.00	0
10-5150-280	POSTAGE	90.95	300.00	6.80	132.62	0.00	167.38	44
10-5150-310	SENIOR CITIZENS CTR- TRAVEL	896.50	2,000.00	175.60	565.04	0.00	1,434.96	28
10-5150-315	TRAINING	1,497.78	3,000.00	0.00	575.95	0.00	2,424.05	19
10-5150-320	SENIOR CITIZENS CENT- COMMUNICATIONS	900.21	1,000.00	67.69	597.16	0.00	402.84	60
10-5150-330	UTILITIES-GAS	5,190.46	7,000.00	912.05	5,433.85	0.00	1,566.15	78
10-5150-350	SENIOR CENTER- MAINT & REPAIR- BUILDING	0.00	1,000.00	5.40	125.40	0.00	874.60	13
10-5150-351	SENIOR CENTER- MAINT & REPAIR - EQUIP	496.19	1,000.00	0.00	0.00	0.00	1,000.00	0
10-5150-370	TRAVEL-SENIOR GAMES	300.00	300.00	0.00	0.00	0.00	300.00	0
10-5150-380	SENIOR CENTER TRIPS	8,027.74	803.00	0.00	80.00	0.00	723.00	10
10-5150-390	SENIOR CENTER-DUES & SUBSCRIPTIONS	295.00	2,300.00	0.00	175.00	0.00	2,125.00	8
10-5150-410	LEASE-COPIER	738.12	200.00	0.00	184.53	0.00	15.47	92
10-5150-600	SENIOR CITIZENS CTR- CONTRACTED SERVICES	2,740.00	3,216.00	0.00	0.00	0.00	3,216.00	0
10-5150-601	CONTRACTED SERVICES - SCHEDULES PLUS	900.00	900.00	0.00	0.00	0.00	900.00	0
10-5150-650	SENIOR CENTER DONATIONS	73.83	2,352.00	0.00	16.60	0.00	2,335.40	1
10-5150-651	SUBARU DONATIONS-MEALS ON WHEELS	2,988.09	2,248.00	0.00	0.00	0.00	2,248.00	0
10-5150-699	GRANT-VIDANT HOSPITAL	1,818.98	682.00	0.00	0.00	0.00	682.00	0
<b>DEPARTMENT Total</b>		<b>198,940.53</b>	<b>214,585.00</b>	<b>10,146.86</b>	<b>127,891.52</b>	<b>0.00</b>	<b>86,693.48</b>	<b>60</b>
10-5155-000	VETERAN SERVICE:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-5155-030	SALARIES & WAGES-PARTTIME	9,963.00	9,964.00	830.25	7,472.25	0.00	2,491.75	75
10-5155-090	VETERAN SERVICE OFFC- FICA TAX EXPENSE	785.16	750.00	65.43	588.87	0.00	161.13	79
10-5155-130	VETERAN SERVICE OFF- UNEMPLOYMENT INS.	0.00	100.00	0.00	0.00	0.00	100.00	0
10-5155-140	WORKMAN'S COMP	63.00	66.00	0.00	59.00	0.00	7.00	89
10-5155-260	DEPARTMENTAL SUPPLIES	24.56	500.00	0.00	0.00	0.00	500.00	0
10-5155-310	VETERAN SERVICE OFFC- TRAVEL	120.00	600.00	0.00	50.00	0.00	550.00	8
10-5155-320	VETERAN SERVICE OFFC- COMMUNICATIONS	564.55	1,200.00	47.56	404.78	0.00	795.22	34
<b>DEPARTMENT Total</b>		<b>11,520.27</b>	<b>13,180.00</b>	<b>943.24</b>	<b>8,574.90</b>	<b>0.00</b>	<b>4,605.10</b>	<b>65</b>



Washington County  
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-5310-000	SOCIAL SERVICES- ADMINISTRATION:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-5310-010	SALARIES & WAGES-BOARD	1,237.50	1,500.00	100.00	850.00	0.00	650.00	57
10-5310-011	SS ADMIN.- S & W- REGULAR	1,772,792.35	2,013,438.00	174,389.17	1,426,787.17	0.00	586,650.83	71
10-5310-013	SALARIES & WAGES-LONGEVITY	12,942.53	14,983.00	0.00	14,982.76	0.00	0.24	100
10-5310-014	SS ADMIN - S & W OVERTIME	1,566.86	6,500.00	0.00	2,460.19	0.00	4,039.81	38
10-5310-030	LEGAL - IV-D	14,893.78	25,000.00	994.00	9,619.00	0.00	15,381.00	38
10-5310-090	SS ADMIN.- FICA TAX	129,830.60	150,613.00	12,712.07	104,609.07	0.00	46,003.93	69
10-5310-100	SS ADMIN.- RETIREMENT	277,721.45	345,172.00	29,372.71	243,620.43	0.00	101,551.57	71
10-5310-101	SS ADMIN.- 401(K) CONTRIB.	45,827.32	58,854.00	4,001.23	34,825.47	0.00	24,028.53	59
10-5310-130	HUMAN SERVICES- UNEMPLOYMENT INS.	107.71	14,433.00	0.00	0.00	0.00	14,433.00	0
10-5310-140	SS ADMIN.- WORKMAN'S COMP	40,382.00	50,982.00	0.00	31,920.00	0.00	19,062.00	63
10-5310-180	LEGAL-PROTECTIVE SERVICES	23,296.71	35,460.00	0.00	20,461.45	0.00	14,998.55	58
10-5310-181	SS ADMIN.- GROUP INS.	359,676.52	429,236.00	31,089.44	279,029.77	0.00	150,206.23	65
10-5310-250	MAINT & REPAIR - VEHICLE	5,327.59	7,000.00	229.93	3,957.68	0.00	3,042.32	57
10-5310-257	SS ADMIN.- COUNTY GENERAL ASSISTANCE	9,573.66	10,000.00	758.08	4,574.03	0.00	5,425.97	46
10-5310-258	DSS COMMUNITY DONATIONS-CHRISTMAS	839.87	3,173.00	0.00	1,045.37	0.00	2,127.63	33
10-5310-259	DSS COMMUNITY DONATIONS-FOSTER CHILDREN	0.00	300.00	66.00	66.00	0.00	234.00	22
10-5310-260	DEPARTMENTAL SUPPLIES	37,900.52	49,500.00	3,221.12	44,785.89	0.00	4,714.11	90
10-5310-268	FOOD STAMPS DIRECT CHARGE	3,474.72	4,000.00	356.09	2,520.33	0.00	1,479.67	63
10-5310-270	SERVICE AWARDS	458.00	450.00	0.00	400.00	0.00	50.00	89
10-5310-310	TRAVEL	11,531.30	6,500.00	662.56	1,926.31	0.00	4,573.69	30
10-5310-311	SS ADMIN - VEHICLE FUEL	3,734.44	4,847.00	317.31	1,626.52	0.00	3,220.48	34
10-5310-315	TRAINING	15,780.08	6,540.00	30.00	1,097.74	0.00	5,442.26	17
10-5310-320	SS ADMIN.- COMMUNICATIONS	19,130.33	22,000.00	2,359.55	14,110.63	0.00	7,889.37	64
10-5310-330	UTILITITES	21,387.85	27,000.00	3,132.01	17,654.24	0.00	9,345.76	65
10-5310-340	SS ADMIN.- POSTAGE	9,970.37	12,000.00	39.15	10,885.81	0.00	1,114.19	91
10-5310-350	SS ADMIN.- MAINT AND REPAIR- BLDG.	45,003.39	35,000.00	1,016.23	20,628.75	0.00	14,371.25	59
10-5310-351	SS ADMIN.- REPAIR AND MAINT- EQUIP.	6,811.81	6,000.00	41.99	5,583.54	0.00	416.46	93
10-5310-370	SS ADMIN.- ADVERTISING	1,192.95	1,250.00	0.00	255.00	0.00	995.00	20
10-5310-390	SS ADMIN.- DUES AND SUBSCRIPTION	1,198.90	1,500.00	107.82	1,016.82	0.00	483.18	68
10-5310-403	DSS BENEFIT FUND	0.00	0.00	1,869.51	1,869.51	0.00	1,869.51-	0
10-5310-410	LEASE-EQUIPMENT	13,550.97	14,500.00	177.18	4,308.83	0.00	10,191.17	30
10-5310-550	SOCIAL SERVICES- CAPITAL OUTLAY- EQUIPMEN	47,171.47	0.00	0.00	0.00	0.00	0.00	0
10-5310-600	SOCIAL SERVICES- CONTRACTED SERVICES	114,581.13	113,826.00	7,535.04	67,082.80	0.00	46,743.20	59
10-5310-601	MAINT AGREEMENTS-NC CORRELS	1,217.00	1,870.00	652.51-	1,217.00	0.00	653.00	65
10-5310-602	MAINT AGREEMENTS-INFO INC.	3,987.03	4,245.00	0.00	3,182.67	0.00	1,062.33	75
10-5310-610	SS ADMIN.- VENDOR FEES	1,744.00	8,000.00	33.00	6,063.00	0.00	1,937.00	76
10-5310-611	SS FAMILY REUNIFICATION (PSYCH EVALS)	2,705.00	10,000.00	705.00	3,412.50	0.00	6,587.50	34

Washington County  
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
<b>DEPARTMENT Total</b>		<b>3,058,547.71</b>	<b>3,495,672.00</b>	<b>274,663.68</b>	<b>2,388,436.28</b>	<b>0.00</b>	<b>1,107,235.72</b>	<b>68</b>
10-5380-000	SOCIAL SERVICES-ECONOMIC SUPPORT:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-5380-011	IN-HOME SERVICES (100%)	60,183.75	75,000.00	4,030.00	33,289.25	0.00	41,710.75	44
10-5380-030	SS ECONOMIC SUPPORT- CRISIS INTERVENTION	86,351.95	96,581.00	9,785.80	41,995.51	0.00	54,585.49	43
10-5380-100	DAYCARE FRAUD REPAYMENTS	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0
10-5380-190	WF EMPLOYMENT SERVICES	3,279.10	13,000.00	0.00	0.00	0.00	13,000.00	0
10-5380-370	TANF-EMERGENCY ASSISTANCE	7,678.13	25,000.00	1,114.26	6,870.14	0.00	18,129.86	27
10-5380-375	DSS COMMUNITY DONATIONS-MEDICAL SUPPORT	324.38	1,431.00	29.71	488.56	0.00	942.44	34
10-5380-376	TITLE IV-FOSTER CARE	21,499.87	102,500.00	6,704.00	81,101.69	0.00	21,398.31	79
10-5380-377	STATE FOSTER HOME CARE	29,831.46	54,846.00	0.00	19,129.04	0.00	35,716.96	35
10-5380-379	SS ECONOMIC SUPPORT- SPECIAL ASSISTANCE	95,443.00	127,500.00	6,974.00	61,845.50	0.00	65,654.50	49
10-5380-381	TITLE IV-E ADOPTION	27,628.07	36,430.00	1,471.42	13,488.54	0.00	22,941.46	37
10-5380-383	SPECIAL LINKS (100%)	636.67	500.00	0.00	0.00	0.00	500.00	0
10-5380-384	CHILD CARE (MOE-PART OF &65K MIN)	4,375.26	38,400.00	0.00	1,816.03	0.00	36,583.97	5
10-5380-403	SS ECONOMIC SUPPORT- BLIND COMMISSION	1,856.30	2,000.00	0.00	0.00	0.00	2,000.00	0
10-5380-406	LIEAP PAYMENTS	93,138.18	209,723.00	21,100.00	166,900.00	0.00	42,823.00	80
10-5380-407	ADOPTION PROMOTIONS	0.00	74,067.00	0.00	0.00	0.00	74,067.00	0
10-5380-408	SS ECON SUPPORT - MEDICAID PAYBACKS	10,267.49	25,000.00	0.00	0.00	0.00	25,000.00	0
<b>DEPARTMENT Total</b>		<b>442,493.61</b>	<b>886,978.00</b>	<b>51,209.19</b>	<b>426,924.26</b>	<b>0.00</b>	<b>460,053.74</b>	<b>48</b>
10-5400-000	SOCIAL SERVICES TRANSPORTATION:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-5400-200	DOT GRANT - OFFICE SUPPLIES (85% REIMB)	3,715.89	3,500.00	0.00	291.78	0.00	3,208.22	8
10-5400-201	DOT GRANT - PRINTER (85% REIMB)	0.00	300.00	0.00	269.89	0.00	30.11	90
10-5400-202	DOT GRANT-CLEANING/OTHER SUPPLIES (85%)	610.05	4,000.00	30.36	1,183.36	0.00	2,816.64	30
10-5400-250	MAINT & REPAIR-VEHICLE	45,395.85	75,000.00	2,650.85	33,671.12	0.00	41,328.88	45
10-5400-260	- TRANSIT ADVERTISING	4,863.93	3,750.00	21.00	2,880.27	0.00	869.73	77
10-5400-310	SS TRANSPORTATION- WF TRANSPORTATION	1,849.60	22,000.00	0.00	400.00	0.00	21,600.00	2
10-5400-315	DOT GRANT - TRAVEL/TRAINING (85% REIMB)	754.55	5,750.00	168.82	1,267.15	0.00	4,482.85	22
10-5400-320	SS TRANSPORTATION- COMMUNICATIONS	3,710.57	4,500.00	252.21	2,411.16	0.00	2,088.84	54
10-5400-347	GRANT-RDC TRANSPORTATION	2,564.50	6,000.00	0.00	0.00	0.00	6,000.00	0
10-5400-372	VOLUNTEER TRANSPORTATION-MEDICAID	39,058.27	40,000.00	3,199.32	22,447.05	0.00	17,552.95	56
10-5400-390	DOT-DUES AND SUBSCRIPTIONS (85% REIMB)	400.00	1,000.00	0.00	400.00	0.00	600.00	40
10-5400-540	CAPITAL OUTLAY-VAN REPLACEMENT	119,737.97	160,000.00	0.00	0.00	0.00	160,000.00	0
10-5400-600	SS TRANSPORTATION- WORK FIRST DOT	2,365.40	5,713.00	0.00	622.50	0.00	5,090.50	11
10-5400-601	MAINT AGREEMENTS-CTS SOFTWARE	6,000.00	6,000.00	500.00	4,500.00	0.00	1,500.00	75
10-5400-602	CONTRACTED LABOR - RIVERLIGHT	0.00	15,000.00	0.00	0.00	0.00	15,000.00	0
10-5400-610	SENIOR CENTER TRANSPORTATION	1,012.50	6,000.00	0.00	0.00	0.00	6,000.00	0

Washington County  
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
<b>DEPARTMENT Total</b>		<b>232,039.08</b>	<b>358,513.00</b>	<b>6,822.56</b>	<b>70,344.28</b>	<b>0.00</b>	<b>288,168.72</b>	<b>20</b>
10-5830-000	JUVENILE SERVICE:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-5830-200	JCPC-WASHINGTON COUNTY YOUTH	23,163.85	20,000.00	1,888.97	4,125.83	0.00	15,874.17	21
10-5830-250	JCPC - CBA	3,858.00	7,391.00	24.00	24.00	0.00	7,367.00	0
10-5830-299	JCPC - ROANOKE AREA YOUTH	66,891.62	69,704.00	4,673.21	33,958.85	0.00	35,745.15	49
<b>DEPARTMENT Total</b>		<b>93,913.47</b>	<b>97,095.00</b>	<b>6,586.18</b>	<b>38,108.68</b>	<b>0.00</b>	<b>58,986.32</b>	<b>39</b>
10-5910-000	EDUCATION-SCHOOLS/COMMUNITY COLLEGE:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-5910-991	CURRENT EXPENSE - BOE	1,805,006.00	1,735,000.00	144,583.33	1,301,249.97	0.00	433,750.03	75
10-5910-994	WASHINGTON COUNTY SCHOOLS FUEL FARM	0.00	12,000.00	0.00	0.00	0.00	12,000.00	0
<b>DEPARTMENT Total</b>		<b>1,805,006.00</b>	<b>1,747,000.00</b>	<b>144,583.33</b>	<b>1,301,249.97</b>	<b>0.00</b>	<b>445,750.03</b>	<b>74</b>
10-5911-000	COMMUNICATIONS:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-5911-010	COMMUNICATIONS-S & W- REGULAR	194,854.44	209,970.00	12,552.76	128,326.28	0.00	81,643.72	61
10-5911-030	SALARIES & WAGES-OVERTIME	41,307.17	46,500.00	3,039.36	24,268.97	0.00	22,231.03	52
10-5911-031	SALARIES & WAGES-PARTTIME	63,011.94	45,000.00	6,390.50	50,426.16	0.00	5,426.16	112
10-5911-040	SALARIES & WAGES-LONGEVITY	1,896.67	1,081.00	0.00	743.61	0.00	337.39	69
10-5911-090	COMMUNICATIONS- FICA TAX	22,602.73	24,676.00	1,658.95	15,340.72	0.00	9,335.28	62
10-5911-100	COMMUNICATIONS- RETIREMENT	37,852.90	48,435.00	2,628.89	24,736.56	0.00	23,698.44	51
10-5911-130	COMMUNICATIONS- 401(K) CONTRIB.	5,482.83	8,282.00	232.49	3,920.94	0.00	4,361.06	47
10-5911-131	COMMUNICATIONS - UNEMPLOYMENT	0.00	2,016.00	0.00	0.00	0.00	2,016.00	0
10-5911-140	COMMUNICATIONS- WORKERS' COMP	2,506.00	2,127.00	0.00	1,916.00	0.00	211.00	90
10-5911-180	COMMUNICATIONS- GROUP INS.	39,009.34	58,308.00	1,797.01	26,623.87	0.00	31,684.13	46
10-5911-210	UNIFORMS	0.00	1,860.00	0.00	0.00	0.00	1,860.00	0
10-5911-260	DEPARTMENTAL SUPPLIES	1,285.26	4,000.00	467.64	2,488.60	0.00	1,511.40	62
10-5911-270	SERVICE AWARDS	50.00	135.00	0.00	0.00	0.00	135.00	0
10-5911-310	TRAVEL	73.04	500.00	0.00	101.00	0.00	399.00	20
10-5911-315	TRAINING	548.24	1,500.00	0.00	546.05	0.00	953.95	36
10-5911-320	COMMUNICATIONS	2,188.26	2,500.00	331.29	1,843.06	0.00	656.94	74
10-5911-330	POSTAGE	24.94	50.00	2.04	35.34	0.00	14.66	71
10-5911-410	LEASE-COPIER	340.68	183.00	0.00	85.17	0.00	97.83	47
10-5911-412	MAINT AGREEMENTS-DCI/OMINIX	1,500.00	1,500.00	0.00	1,500.00	0.00	0.00	100
10-5911-413	MAINT AGREEMENTS-SOUTHERN SOFTWARE	2,145.00	2,166.00	0.00	2,166.00	0.00	0.00	100
10-5911-414	MAINT & REPAIR-EQUIPMENT	0.00	2,640.00	768.00	1,170.00	0.00	1,470.00	44
10-5911-540	CAPITAL OUTLAY EQUIPMENT-PRIMARY PSAP	0.00	131,502.00	0.00	0.00	0.00	131,502.00	0
10-5911-600	CONSULTATION SERVICES - MARTIN COUNTY	0.00	20,000.00	0.00	4,345.00	0.00	15,655.00	22

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Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
<b>DEPARTMENT Total</b>		<b>416,679.44</b>	<b>614,931.00</b>	<b>29,868.93</b>	<b>290,583.33</b>	<b>0.00</b>	<b>324,347.67</b>	<b>47</b>
10-5912-000	EDUCATION-LOTTERY:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-5912-508	EDUCATION- CAP OUT- LOTTERY-ALL SCHOOLS	179,875.00	87,407.00	87,406.85	87,406.85	0.00	0.15	100
<b>DEPARTMENT Total</b>		<b>179,875.00</b>	<b>87,407.00</b>	<b>87,406.85</b>	<b>87,406.85</b>	<b>0.00</b>	<b>0.15</b>	<b>100</b>
10-5940-000	REHABILITATION:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-5940-991	TRILLIUM-LOCAL FUNDING	27,000.00	27,000.00	6,750.00	20,250.00	0.00	6,750.00	75
10-5940-992	TRILLIUM-ABC BOTTLE TAX	3,000.00	3,000.00	750.00	2,250.00	0.00	750.00	75
<b>DEPARTMENT Total</b>		<b>30,000.00</b>	<b>30,000.00</b>	<b>7,500.00</b>	<b>22,500.00</b>	<b>0.00</b>	<b>7,500.00</b>	<b>75</b>
10-6000-000	MEDICAL EXAMINER:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-6000-180	CONTRACT-MEDICAL EXAMINER	15,450.00	8,000.00	2,350.00	4,500.00	0.00	3,500.00	56
<b>DEPARTMENT Total</b>		<b>15,450.00</b>	<b>8,000.00</b>	<b>2,350.00</b>	<b>4,500.00</b>	<b>0.00</b>	<b>3,500.00</b>	<b>56</b>
10-6050-000	COOPERATIVE EXT SERVICE:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-6050-010	COOPERATIVE EXT SERV- S & W - REGULAR	86,887.31	86,889.00	7,240.62	57,924.97	0.00	28,964.03	67
10-6050-090	COOPERATIVE EXT SERV- FICA TAX EXPENSE	6,474.56	6,648.00	517.65	4,290.23	0.00	2,357.77	65
10-6050-100	COOPERATIVE EXT SERV- RETIREMENT	17,131.43	19,119.00	1,569.77	12,558.20	0.00	6,560.80	66
10-6050-130	COOPERATIVE EXT SERV- UNEMPLOYMENT INS.	0.00	870.00	0.00	0.00	0.00	870.00	0
10-6050-140	COOPERATIVE EXT SERV- WORKMAN'S COMP	0.00	93.00	0.00	0.00	0.00	93.00	0
10-6050-180	COOPERATIVE EXT SERV- GROUP INS.	12,138.48	13,200.00	981.11	7,946.75	0.00	5,253.25	60
10-6050-260	DEPARTMENTAL SUPPLIES	1,845.05	1,555.00	18.99	1,314.22	0.00	240.78	85
10-6050-310	TRAVEL	119.95	0.00	0.00	0.00	0.00	0.00	0
10-6050-320	COOPERATIVE EXT SERV- COMMUNICATIONS	845.95	1,550.00	74.80	693.33	0.00	856.67	45
10-6050-340	COOPERATIVE EXT SERV- POSTAGE	74.25	0.00	0.00	0.00	0.00	0.00	0
10-6050-350	MAINT & REPAIR-EQUIPMENT	20.69	1,010.00	0.00	1,010.00	0.00	0.00	100
10-6050-390	DUES & SUBSCRIPTIONS	467.76	585.00	0.00	495.00	0.00	90.00	85
10-6050-410	LEASE-EQUIPMENT	3,601.99	3,600.00	0.00	2,503.82	0.00	1,096.18	70
10-6050-997	WASH CO PESTICIDE CONTAINER RECYC GRANT	0.00	4,842.00	3,250.00	3,250.00	0.00	1,592.00	67
10-6050-998	MIPPA GRANT-MEDICAID IMRPOVEMENT FOR PAT	0.00	1,000.00	0.00	996.98	0.00	3.02	100
10-6050-999	GRANT - SHIIP	3,595.00	4,560.00	0.00	4,372.35	0.00	187.65	96
<b>DEPARTMENT Total</b>		<b>133,202.42</b>	<b>145,521.00</b>	<b>13,652.94</b>	<b>97,355.85</b>	<b>0.00</b>	<b>48,165.15</b>	<b>67</b>
10-6060-000	SOIL & WATER:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-6060-030	SALARIES & WAGES-REGULAR	33,459.96	33,460.00	2,805.00	25,144.98	0.00	8,315.02	75

Washington County  
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-6060-090	SOIL & WATER- FICA TAX	2,559.96	2,560.00	214.58	1,923.60	0.00	636.40	75
10-6060-100	SOIL & WATER- RETIREMENT	5,215.78	5,871.00	474.61	4,254.57	0.00	1,616.43	72
10-6060-101	SOIL AND WATER- 401(K) CONTRIB.	1,003.89	1,004.00	84.15	754.35	0.00	249.65	75
10-6060-130	SOIL & WATER- UNEMPLOYMENT INS.	0.00	252.00	0.00	0.00	0.00	252.00	0
10-6060-140	SOIL & WATER- WORKMAN'S COMP	1,377.00	1,446.00	0.00	1,301.00	0.00	145.00	90
10-6060-180	SOIL & WATER CONSERV- GROUP INS.	6,863.30	7,305.00	568.51	5,178.31	0.00	2,126.69	71
10-6060-200	SOIL & WATER- DEPTAL SUPPLIES	1,539.75	1,000.00	9.90	218.63	0.00	781.37	22
10-6060-310	SOIL & WATER- TRAVEL	675.92	1,200.00	0.00	79.73	0.00	1,120.27	7
10-6060-315	TRAINING	573.51	1,800.00	0.00	405.00	0.00	1,395.00	22
10-6060-320	SOIL & WATER- COMMUNICATIONS	1,856.35	1,850.00	269.00	1,514.34	0.00	335.66	82
10-6060-330	SOIL & WATER - POSTAGE	10.44	250.00	10.73	111.20	0.00	138.80	44
10-6060-350	MAINT & REPAIR - EQUIPMENT	45.00	750.00	0.00	27.98	0.00	722.02	4
10-6060-380	SOIL & WATER - ADVERTISING	228.00	350.00	0.00	36.00	0.00	314.00	10
10-6060-390	DUES & SUBSCRIPTIONS	624.00	800.00	0.00	100.00	0.00	700.00	12
<b>DEPARTMENT Total</b>		<b>56,032.86</b>	<b>59,898.00</b>	<b>4,436.48</b>	<b>41,049.69</b>	<b>0.00</b>	<b>18,848.31</b>	<b>69</b>
10-6110-000	CULTURAL/LIBRARY:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-6110-991	REGIONAL LIBRARY	186,423.00	196,039.00	16,336.58	147,029.22	0.00	49,009.78	75
<b>DEPARTMENT Total</b>		<b>186,423.00</b>	<b>196,039.00</b>	<b>16,336.58</b>	<b>147,029.22</b>	<b>0.00</b>	<b>49,009.78</b>	<b>75</b>
10-6120-000	RECREATION:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-6120-010	RECREATION-S & W- REGULAR	41,274.96	41,275.00	3,588.33	31,402.47	0.00	9,872.53	76
10-6120-030	SALARIES & WAGES-PARTTIME	9,330.62	7,000.00	377.00	1,189.00	0.00	5,811.00	17
10-6120-040	SALARIES & WAGES-LONGEVITY	1,031.88	1,032.00	0.00	1,031.88	0.00	0.12	100
10-6120-090	RECREATION- FICA TAX EXPENSE	3,741.21	3,808.00	285.91	2,415.31	0.00	1,392.69	63
10-6120-100	RECREATION- RETIREMENT	6,593.51	7,423.00	607.15	5,487.92	0.00	1,935.08	74
10-6120-101	RECREATION- 401(K) CONTRIB.	1,238.28	1,270.00	107.65	942.09	0.00	327.91	74
10-6120-140	RECREATION- WORKMAN'S COMP	4,320.00	4,998.00	0.00	3,706.00	0.00	1,292.00	74
10-6120-180	RECREATION- GROUP INS.	6,846.02	7,330.00	566.93	5,164.23	0.00	2,165.77	70
10-6120-200	SUPPLIES & MATERIALS	4,992.94	4,000.00	0.00	2,780.44	0.00	1,219.56	70
10-6120-250	SUPPLIES - VEHICLES	2,235.95	3,500.00	0.00	865.21	0.00	2,634.79	25
10-6120-260	OFFICE SUPPLIES	2,568.86	1,500.00	0.00	0.00	0.00	1,500.00	0
10-6120-270	SPORTS EQUIPMENT	7,967.27	1,000.00	0.00	0.00	0.00	1,000.00	0
10-6120-271	RECREATION-SERVICE AWARDS	135.00	0.00	0.00	0.00	0.00	0.00	0
10-6120-310	TRAVEL	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0
10-6120-320	RECREATION- COMMUNICATIONS	2,491.00	2,200.00	192.15	1,812.81	0.00	387.19	82
10-6120-325	POSTAGE	0.00	50.00	0.00	8.25	0.00	41.75	16
10-6120-330	RECREATION- COUNTY RECREATION- UTILITIES	14,403.50	15,000.00	2,456.47	9,452.38	0.00	5,547.62	63

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-6120-350	MAINT & REPAIR - BUILDINGS	7,578.94	23,000.00	1,500.00	21,010.83	0.00	1,989.17	91
10-6120-355	MAINT & REPAIR - VEHICLE	2,511.96	2,000.00	722.62	1,711.07	0.00	288.93	86
10-6120-390	DEPARTMENTAL SUPPLIES - AWARDS	945.10	200.00	0.00	0.00	0.00	200.00	0
10-6120-450	INSURANCE AND BONDS	2,202.00	2,203.00	0.00	2,202.00	0.00	1.00	100
10-6120-491	DUES & SUBSCRIPTIONS-TOURNAMENT FEES	357.95	1,000.00	0.00	0.00	0.00	1,000.00	0
10-6120-550	CAPITAL OUTLAY - EQUIPMENT	0.00	25,252.00	25,227.51	25,227.51	0.00	24.49	100
10-6120-553	MAINTENANCE/EQUIPMENT - SKINNERS	3,200.00	0.00	0.00	0.00	0.00	0.00	0
10-6120-554	MAINTENANCE/EQUIPMENT - CRESWELL	3,300.00	3,500.00	0.00	0.00	0.00	3,500.00	0
10-6120-555	ROPER PLAYGROUND FUNDS	0.00	10,000.00	0.00	10,000.00	0.00	0.00	100
10-6120-610	CONTRACTED SERVICES-LEAD/ASST/OFFICIALS	3,255.00	1,300.00	0.00	170.00	0.00	1,130.00	13
10-6120-650	RECREATION-DONATIONS	0.00	1,535.00	0.00	0.00	0.00	1,535.00	0
10-6120-660	RECREATION-PARTF GRANT MATCH	0.00	20,000.00	0.00	0.00	0.00	20,000.00	0
10-6120-692	GRANT-WEYERHAEUSER REC SECURITY CAMERAS	7,998.70	0.00	0.00	0.00	0.00	0.00	0
<b>DEPARTMENT Total</b>		<b>140,520.65</b>	<b>194,376.00</b>	<b>35,631.72</b>	<b>126,579.40</b>	<b>0.00</b>	<b>67,796.60</b>	<b>65</b>
10-6180-000	COMMUNITY ALTERNATIVE:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-6180-260	DEPARTMENTAL SUPPLIES-PARTICIPANT (100%)	18,991.64	0.00	0.00	0.00	0.00	0.00	0
10-6180-265	DEPARTMENTAL SUPPLIES - MOBILITY AIDES	1,459.75	0.00	0.00	0.00	0.00	0.00	0
10-6180-600	CONTRACTED SERVICES - IN HOME (100%)	2,997.68	5,000.00	395.92	2,375.52	0.00	2,624.48	48
<b>DEPARTMENT Total</b>		<b>23,449.07</b>	<b>5,000.00</b>	<b>395.92</b>	<b>2,375.52</b>	<b>0.00</b>	<b>2,624.48</b>	<b>48</b>
10-8300-000	CENTRAL SERVICES:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-8300-120	ADDITIONAL SALARY/BENEFIT EXP-COMP STUDY	0.00	51,742.50	0.00	0.00	0.00	51,742.50	0
10-8300-130	ADDITIONAL UNEMPLOYMENT INSURANCE	1,815.44	0.00	0.00	0.00	0.00	0.00	0
10-8300-140	TOSHIBA COPIER MAINTENANCE AGREEMENT	0.00	6,400.00	649.70	3,248.50	0.00	3,151.50	51
10-8300-451	INSURANCE-PROPERTY & LIABILITY	144,301.00	166,188.00	0.00	162,408.00	0.00	3,780.00	98
10-8300-452	INSURANCE-TRANSPORTATION (15 PASSENGER)	8,000.00	8,640.00	0.00	8,640.00	0.00	0.00	100
10-8300-491	APPROP-ALBEMARLE COMMISSION	12,458.37	12,911.00	60.50	11,522.20	0.00	1,388.80	89
<b>DEPARTMENT Total</b>		<b>166,574.81</b>	<b>245,881.50</b>	<b>710.20</b>	<b>185,818.70</b>	<b>0.00</b>	<b>60,062.80</b>	<b>76</b>
10-9100-000	DEBT PRINCIPAL:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-9100-002	DEBT PRINCIPAL-COMMERCE CENTER	50,000.00	50,000.00	0.00	49,543.34	0.00	456.66	99
<b>DEPARTMENT Total</b>		<b>50,000.00</b>	<b>50,000.00</b>	<b>0.00</b>	<b>49,543.34</b>	<b>0.00</b>	<b>456.66</b>	<b>99</b>
10-9200-000	DEBT INTEREST:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-9200-721	DEBT INTERST-COMMERCE CENTER	4,353.11	2,205.00	48.56	2,093.43	0.00	111.57	95

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Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
<b>DEPARTMENT Total</b>		<b>4,353.11</b>	<b>2,205.00</b>	<b>48.56-</b>	<b>2,093.43</b>	<b>0.00</b>	<b>111.57</b>	<b>95</b>
10-9800-000	TRANSFERS:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-9800-033	TRANSFER TO SANITATION	30,000.00	0.00	0.00	0.00	0.00	0.00	0
10-9800-039	TRANSFER TO AIRPORT FUND	93,559.00	94,317.00	0.00	94,317.00	0.00	0.00	100
10-9800-058	TRANSFER TO PROJECTS/GRANTS FUND	0.00	10,000.00	0.00	10,000.00	0.00	0.00	100
10-9800-070	TRANSFER TO RE-VAL FUND	33,000.00	33,000.00	0.00	33,000.00	0.00	0.00	100
10-9800-982	TRANSFER TO WASH CO EMS	497,457.00	334,616.50	0.00	334,616.50	0.00	0.00	100
<b>DEPARTMENT Total</b>		<b>654,016.00</b>	<b>471,933.50</b>	<b>0.00</b>	<b>471,933.50</b>	<b>0.00</b>	<b>0.00</b>	<b>100</b>
10-9990-000	CONTINGENCY	0.00	10,303.00	0.00	0.00	0.00	10,303.00	0
<b>DEPARTMENT Total</b>		<b>0.00</b>	<b>10,303.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,303.00</b>	<b>0</b>
10-9999-999	OCCUPANCY TAXES REMITTED TO TTA-EXPEND	124,870.52	0.00	0.00	0.00	0.00	0.00	0
<b>DEPARTMENT Total</b>		<b>124,870.52</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>
<b>GENERAL FUND Expend Total</b>		<b>14,129,713.45</b>	<b>15,821,513.00</b>	<b>1,171,777.23</b>	<b>10,296,188.23</b>	<b>0.00</b>	<b>5,525,324.77</b>	<b>65</b>

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
10	GENERAL FUND	14,776,473.33	837,379.53	11,875,459.61	14,129,713.45	1,171,777.23	10,296,188.23	1,579,271.38

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Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
21-3230-320	SALES TAX-ARTICLE 40 (30%)/\$735,000	263,899.04	265,000.00	27,912.88	147,161.22	0.00	117,838.78-	56
21-3230-321	SALES TAX-ARTICLE 42 (60%)/\$400,000	297,239.59	281,000.00	32,620.92	165,500.62	0.00	115,499.38-	59
<b>CAPITAL OUTLAY-WASHINGTON Revenue Total</b>		<b>561,138.63</b>	<b>546,000.00</b>	<b>60,533.80</b>	<b>312,661.84</b>	<b>0.00</b>	<b>233,338.16-</b>	<b>57</b>

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
21-0000-000	CAPITAL OUTLAY-WASHINGTON CO SCHOOLS:	0.00	0.00	0.00	0.00	0.00	0.00	0
21-5912-000	CAPITAL OUTLAY-WASHINGTON CO SCHOOLS:	0.00	0.00	0.00	0.00	0.00	0.00	0
21-5912-691	CAPITAL OUTLAY-WASHINGTON COUNTY SCHOOLS	400,000.00	400,000.00	33,333.33	299,999.97	0.00	100,000.03	75
<b>DEPARTMENT Total</b>		<b>400,000.00</b>	<b>400,000.00</b>	<b>33,333.33</b>	<b>299,999.97</b>	<b>0.00</b>	<b>100,000.03</b>	<b>75</b>
21-8000-600	DESIGNATED FOR FUTURE APPROP-BOE CO	0.00	146,000.00	0.00	0.00	0.00	146,000.00	0
<b>DEPARTMENT Total</b>		<b>0.00</b>	<b>146,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>146,000.00</b>	<b>0</b>
<b>CAPITAL OUTLAY-WASHINGTON CO Expend Total</b>		<b>400,000.00</b>	<b>546,000.00</b>	<b>33,333.33</b>	<b>299,999.97</b>	<b>0.00</b>	<b>246,000.03</b>	<b>55</b>

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
21	CAPITAL OUTLAY-WASHINGTON CO SCHOOLS	561,138.63	60,533.80	312,661.84	400,000.00	33,333.33	299,999.97	12,661.87



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Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
30-3290-000	INTEREST ON INVESTMENTS	107.06	0.00	0.00	1.89	0.00	1.89	0
30-3920-000	WATERSHED IMPROVEMENT TAX .01	0.19-	0.00	0.00	0.00	0.00	0.00	0
30-3920-010	WATERSHED 1972 REFERENDUM TAX-CURRENT YR	84,669.61	93,317.00	1,671.07	82,858.91	0.00	10,458.09-	89
30-3920-020	WATERSHED 1972 REF TAX-CURR YR DISCOUNT	730.28-	0.00	0.00	728.62-	0.00	728.62-	0
30-3920-030	WATERSHED 1972 TAX REF-CURR YR PENALTIES	73.37	100.00	2.69	62.64	0.00	37.36-	63
30-3920-040	WATERSHED 1972 REF TAX-CURR YR INTEREST	2,012.15	1,000.00	55.10	124.48	0.00	875.52-	12
30-3921-010	WATERSHED 1972 REF TAX-1ST PRIOR YR	2,643.41	2,500.00	121.62	1,913.09	0.00	586.91-	77
30-3921-020	WATERSHED 1972 REF TAX-OTHER PRIOR YEARS	1,130.71	1,000.00	48.11	766.62	0.00	233.38-	77
30-3921-030	WATERSHED 1972 REF TAX-PRIOR YR PENALTIE	11.45	10.00	0.31	8.01	0.00	1.99-	80
30-3921-040	WATERSHED 1972 TAX REF-PRIOR YR INTEREST	3,256.26	2,500.00	252.59	2,899.55	0.00	399.55	116
30-3951-000	STREAM DEBRIS REMOVAL ALLOC FROM STATE	49,221.51	146,454.00	47,046.90	120,005.54	0.00	26,448.46-	82
30-3951-001	WATERSHED RESTORATION PROJECT	0.00	125,172.00	0.00	0.00	0.00	125,172.00-	0
<b>DRAINAGE Revenue Total</b>		<b>142,395.06</b>	<b>372,053.00</b>	<b>49,198.39</b>	<b>207,912.11</b>	<b>0.00</b>	<b>164,140.89-</b>	<b>56</b>

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
30-0000-000	DRAINAGE FUND:	0.00	0.00	0.00	0.00	0.00	0.00	0
30-7140-000	EDDIE SMITH CANAL:	0.00	0.00	0.00	0.00	0.00	0.00	0
30-7140-600	EDDIE SMITH CANAL- DRAINAGE- CON SVC PR	7,500.00	15,000.00	800.00	800.00	0.00	14,200.00	5
30-7140-995	DESIGNATED FOR FUTURE APPR-EDDIE SMITH	0.00	16,326.00	0.00	0.00	0.00	16,326.00	0
<b>DEPARTMENT Total</b>		<b>7,500.00</b>	<b>31,326.00</b>	<b>800.00</b>	<b>800.00</b>	<b>0.00</b>	<b>30,526.00</b>	<b>3</b>
30-8000-000	WATERSHED IMPROVEMENT:	0.00	0.00	0.00	0.00	0.00	0.00	0
30-8000-340	BEAVER CONTROL	20,020.00	25,000.00	3,650.00	20,980.00	0.00	4,020.00	84
30-8000-350	STREAM DEBRIS REMOVAL ALLOC FROM STATE	49,221.51	146,454.00	0.00	142,918.24	0.00	3,535.76	98
30-8000-351	WATERSHED RESTORATION PROJECT	0.00	125,172.00	0.00	0.00	0.00	125,172.00	0
30-8000-600	ALLIGATOR WEED SPRAYING	29,999.50	30,000.00	0.00	19,665.00	0.00	10,335.00	66
30-8000-611	MAUL 7 KENDRICKS CREEKS PROJECT	0.00	11,000.00	0.00	0.00	0.00	11,000.00	0
30-8000-612	DESIGNATED FOR FUTURE APPROPRIATION	0.00	3,101.00	0.00	0.00	0.00	3,101.00	0
<b>DEPARTMENT Total</b>		<b>99,241.01</b>	<b>340,727.00</b>	<b>3,650.00</b>	<b>183,563.24</b>	<b>0.00</b>	<b>157,163.76</b>	<b>54</b>
<b>DRAINAGE Expend Total</b>		<b>106,741.01</b>	<b>372,053.00</b>	<b>4,450.00</b>	<b>184,363.24</b>	<b>0.00</b>	<b>187,689.76</b>	<b>50</b>

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
30	DRAINAGE	142,395.06	49,198.39	207,912.11	106,741.01	4,450.00	184,363.24	23,548.87

Washington County  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
33-3350-001	CONSTR CONTRACTERS DISPOSAL FEES(BILLED)	45,763.15	30,385.00	5,576.24	77,901.12	0.00	47,516.12	256
33-3400-000	METAL/WHITE GOODS REVENUE	3,959.74	10,000.00	5,031.50	5,031.50	0.00	4,968.50-	50
33-3400-001	NCDENR GRANT	4,586.76	7,000.00	0.00	1,430.00	0.00	5,570.00-	20
33-3501-000	RURAL SOLID WASTE FEE-COUNTY	1,056,198.86	1,083,775.00	38,423.67	949,525.35	0.00	134,249.65-	88
33-3501-001	RURAL SOLID WASTE FEE COUNTY(BILLED)	71,095.12	60,000.00	4,852.54	66,786.68	0.00	6,786.68	111
33-3503-000	WHITE GOODS DISP FEE & GRANTS	5,505.49	4,800.00	0.00	3,055.82	0.00	1,744.18-	64
33-3504-000	SOLID WASTE DISPOSAL TAX	7,384.83	7,200.00	0.00	3,686.08	0.00	3,513.92-	51
33-3670-010	STATE TIRE TAX REVENUES	16,526.46	16,000.00	0.00	7,761.23	0.00	8,238.77-	49
33-3670-020	STATE TIRE TAX REVENUES(BILLED)	210.08	200.00	0.00	485.02	0.00	285.02	243
33-3970-075	TOWN SOLID WASTE	119,073.96	120,449.00	4,972.73	84,355.17	0.00	36,093.83-	70
33-3980-000	TRANSFER FROM GENERAL FUND	30,000.00	0.00	0.00	0.00	0.00	0.00	0
33-3990-000	FUND BALANCE APPROPRIATION	0.00	21,000.00	0.00	0.00	0.00	21,000.00-	0
	<b>SANITATION Revenue Total</b>	<b>1,360,304.45</b>	<b>1,360,809.00</b>	<b>58,856.68</b>	<b>1,200,017.97</b>	<b>0.00</b>	<b>160,791.03-</b>	<b>71</b>

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
33-0000-000	SANITATION FUND:	0.00	0.00	0.00	0.00	0.00	0.00	0
33-7400-000	LANDFILL & COLLECTION:	0.00	0.00	0.00	0.00	0.00	0.00	0
33-7400-010	LANDFILL & COLLECT-S & W- REGULAR	57,202.93	57,819.00	2,459.58	41,958.13	0.00	15,860.87	73
33-7400-031	LANDFILL & COLLECT - S & W PARTTIME	3,636.00	5,000.00	972.00	4,302.00	0.00	698.00	86
33-7400-040	LANDFILL & COLLECT- PROFESSIONAL SERVICE	16,106.40	23,000.00	5,643.50	11,881.50	0.00	11,118.50	52
33-7400-050	SALARIES & WAGES-LONGEVITY	314.75	323.00	0.00	0.00	0.00	323.00	0
33-7400-090	LANDFILL & COLLECT- FICA TAX EXPENSE	4,496.55	4,831.00	260.15	3,465.30	0.00	1,365.70	72
33-7400-100	LANDFILL & COLLECT- RETIREMENT EXPENSE	7,582.70	10,202.00	416.16	7,099.27	0.00	3,102.73	70
33-7400-101	LANDFILL & COLLECT- 401(K) CONTRIB.	945.28	1,745.00	0.00	647.99	0.00	1,097.01	37
33-7400-130	LANDFILL & COLLECTIO- UNEMPLOYMENT INS.	0.00	504.00	0.00	0.00	0.00	504.00	0
33-7400-140	LANDFILL & COLLECT- WORKMAN'S COMP	6,854.00	8,117.00	0.00	7,036.00	0.00	1,081.00	87
33-7400-180	LANDFILL & COLLECT- GROUP INS.	7,354.10	14,578.00	42.53	4,413.97	0.00	10,164.03	30
33-7400-200	SUPPLIES & MATERIALS	2,733.71	6,980.00	505.41	1,890.22	0.00	5,089.78	27
33-7400-250	SUPPLIES & MATERIALS-VEHICLE	3,441.70	5,000.00	641.75	2,407.84	0.00	2,592.16	48
33-7400-260	DEPARTMENTAL SUPPLIES	14.57	0.00	0.00	0.00	0.00	0.00	0
33-7400-270	SERVICE AWARDS	50.00	0.00	0.00	0.00	0.00	0.00	0
33-7400-310	TRAVEL	0.00	220.00	0.00	0.00	0.00	220.00	0
33-7400-315	TRAINING	30.00	3,000.00	0.00	0.00	0.00	3,000.00	0
33-7400-320	LANDFILL & COLLECT- COMMUNICATIONS	1,428.81	1,750.00	98.84	913.36	0.00	836.64	52
33-7400-330	LANDFILL & COLLECT- UTILITIES	1,027.12	1,800.00	150.48	1,021.83	0.00	778.17	57
33-7400-340	LANDFILL & COLLECT- POSTAGE	86.90	150.00	0.00	53.44	0.00	96.56	36
33-7400-350	MAINTENANCE AND REPAIR-EQUIPMENT	5,015.66	9,500.00	37.00	2,074.98	0.00	7,425.02	22
33-7400-600	CONTRACTED SERVICES	69,385.63	27,000.00	3,475.00	14,282.69	0.00	12,717.31	53

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
33-7400-991	LANDFILL & COLLECTIO- NC DOR ASSESSMENT	2,357.58	2,600.00	0.00	1,529.82	0.00	1,070.18	59
33-7400-999	LANDFILL POSTCLOSURE COSTS	128,755.00	0.00	0.00	0.00	0.00	0.00	0
<b>DEPARTMENT Total</b>		<b>318,819.39</b>	<b>184,119.00</b>	<b>14,702.40</b>	<b>104,978.34</b>	<b>0.00</b>	<b>79,140.66</b>	<b>57</b>
33-7401-600	CONTRACT-SCRAP TIRE	35,918.53	36,000.00	7,147.49	33,058.20	0.00	2,941.80	92
<b>DEPARTMENT Total</b>		<b>35,918.53</b>	<b>36,000.00</b>	<b>7,147.49</b>	<b>33,058.20</b>	<b>0.00</b>	<b>2,941.80</b>	<b>92</b>
33-7402-600	CONTRACT-GARBAGE COLLECTIONS	771,135.36	796,000.00	72,242.55	542,289.06	0.00	253,710.94	68
33-7402-606	ARSWMA ADM FEES	3,690.00	3,690.00	0.00	3,690.00	0.00	0.00	100
33-7402-610	CONTRACT-REGIONAL LANDFILL	264,852.62	251,000.00	32,280.78	218,061.82	0.00	32,938.18	87
<b>DEPARTMENT Total</b>		<b>1,039,677.98</b>	<b>1,050,690.00</b>	<b>104,523.33</b>	<b>764,040.88</b>	<b>0.00</b>	<b>286,649.12</b>	<b>73</b>
33-7500-000	LANDFILL - DEPRECIATION	6,348.00	0.00	0.00	0.00	0.00	0.00	0
<b>DEPARTMENT Total</b>		<b>6,348.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>
33-8100-000	CAPITAL PROJECTS:	0.00	0.00	0.00	0.00	0.00	0.00	0
33-8100-600	CAPITAL PROJECT- C&D LANDFILL EXPANSION	0.00	90,000.00	1,551.15	8,273.18	0.00	81,726.82	9
<b>DEPARTMENT Total</b>		<b>0.00</b>	<b>90,000.00</b>	<b>1,551.15</b>	<b>8,273.18</b>	<b>0.00</b>	<b>81,726.82</b>	<b>9</b>
<b>SANITATION Expend Total</b>		<b>1,400,763.90</b>	<b>1,360,809.00</b>	<b>127,924.37</b>	<b>910,350.60</b>	<b>0.00</b>	<b>450,458.40</b>	<b>67</b>

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
33	SANITATION	1,360,304.45	58,856.68	1,200,017.97	1,400,763.90	127,924.37	910,350.60	289,667.37

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Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
35-3290-000	INTEREST EARNED ON INVESTMENTS	930.96	250.00	0.00	235.57	0.00	14.43-	94
35-3710-000	UTILITY BASE CHARGES	811,254.57	790,000.00	0.00	543,816.06	0.00	246,183.94-	69
35-3710-010	UTILITY CONSUMPTION CHARGES	531,562.64	515,000.00	0.00	399,756.06	0.00	115,243.94-	78
35-3730-000	TAP & CONNECTION FEES	9,641.00	5,500.00	0.00	10,062.00	0.00	4,562.00	183
35-3750-000	RECONNECTION FEES	20,649.05	23,000.00	0.00	26,368.22	0.00	3,368.22	115
35-3790-000	PENALTIES & INTEREST-UTIL BILL	4,796.24	3,250.00	0.00	3,620.74	0.00	370.74	111
35-3810-000	DOT UTILITY RELOCATION REIMBURSEMENTS	84,944.90	0.00	0.00	0.00	0.00	0.00	0
35-3820-000	MISCELLANEOUS - EMPLOYEE THEFT	482.61	0.00	0.00	0.00	0.00	0.00	0
35-3821-000	FEES COLLECTED FOR METER TAMPERING	548.60	0.00	0.00	0.00	0.00	0.00	0
35-3990-990	FUND BALANCE APPROPRIATED	0.00	11,806.50	0.00	0.00	0.00	11,806.50-	0
35-9999-001	OVERPAYMENTS	249.83	0.00	0.00	0.00	0.00	0.00	0
	<b>WATER Revenue Total</b>	<b>1,465,060.40</b>	<b>1,348,806.50</b>	<b>0.00</b>	<b>983,858.65</b>	<b>0.00</b>	<b>364,947.85-</b>	<b>73</b>

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
35-0000-000	WATER WORKS:	0.00	0.00	0.00	0.00	0.00	0.00	0
35-7130-000	OPERATIONS & MAINTENANCE:	0.00	0.00	0.00	0.00	0.00	0.00	0
35-7130-010	OPERATION&MAINT.-S & W- REGULAR	178,110.08	197,801.00	16,579.97	144,865.79	0.00	52,935.21	73
35-7130-031	SALARIES & WAGES-PARTTIME	373.89	0.00	0.00	0.00	0.00	0.00	0
35-7130-040	OPERATION&MAINT.- PROFESSIONAL SERVICES	11,285.54	25,000.00	0.00	4,648.56	0.00	20,351.44	19
35-7130-050	SALARIES & WAGES-LONGEVITY	416.88	1,160.00	0.00	1,159.47	0.00	0.53	100
35-7130-090	OPERATION&MAINT.- FICA TAX EXPENSE	12,156.38	14,575.00	1,212.71	10,404.49	0.00	4,170.51	71
35-7130-100	OPERATION&MAINT.- RETIREMENT EXPENSE	21,297.82	33,428.00	2,805.32	24,607.02	0.00	8,820.98	74
35-7130-101	OPERATION- 401(K) CONTRIB.	4,183.09	5,716.00	374.67	3,215.39	0.00	2,500.61	56
35-7130-130	OPERATION&MAINT.- UNEMPLOYMENT INS.	0.00	1,155.00	0.00	0.00	0.00	1,155.00	0
35-7130-140	OPERATION&MAINT.- WORKMAN'S COMP	13,365.00	11,445.00	0.00	9,359.00	0.00	2,086.00	82
35-7130-180	OPERATION&MAINT.- GROUP INS.	38,366.02	45,766.00	3,402.03	31,867.54	0.00	13,898.46	70
35-7130-200	SUPPLIES & MATERIALS	14,727.29	12,000.00	3,549.31	10,504.11	0.00	1,495.89	88
35-7130-210	OPERATION&MAINT.- UNIFORMS	1,380.57	1,600.00	0.00	1,140.14	0.00	459.86	71
35-7130-250	VEHICLE SUPPLIES	14,204.22	13,000.00	1,597.85	9,031.94	0.00	3,968.06	69
35-7130-260	DEPARTMENTAL SUPPLIES	511.92	1,000.00	26.97	527.37	0.00	472.63	53
35-7130-270	SERVICE AWARDS	0.00	150.00	0.00	150.00	0.00	0.00	100
35-7130-298	MAINT & REPAIR-TANK	58,279.92	59,737.00	0.00	44,802.66	0.00	14,934.34	75
35-7130-310	OPERATION & MAINT.- TRAVEL	0.00	250.00	0.00	0.00	0.00	250.00	0
35-7130-315	TRAINING	2,289.51	4,700.00	0.00	0.00	0.00	4,700.00	0
35-7130-320	OPERATION&MAINT.- COMMUNICATIONS	2,759.95	2,800.00	425.36	1,770.95	0.00	1,029.05	63
35-7130-330	UTILITIES-ELECTRICITY	11,871.89	12,000.00	1,439.31	8,494.44	0.00	3,505.56	71
35-7130-340	OPERATION&MAINT.- POSTAGE	16,916.94	18,500.00	1,548.51	14,423.13	0.00	4,076.87	78
35-7130-350	MAINT & REPAIR-EQUIPMENT	21,765.54	27,000.00	10,742.79	16,572.50	0.00	10,427.50	61

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
35-7130-370	OPERATION&MAINT.- ADVERTISING	561.00	600.00	0.00	0.00	0.00	600.00	0
35-7130-380	DOT UTILITY RELOCATION FEES (100% REIM)	71,153.10	0.00	0.00	0.00	0.00	0.00	0
35-7130-390	OPERATION&MAINT.- DUES & SUBSCRIPTIONS	875.00	2,250.00	0.00	835.00	0.00	1,415.00	37
35-7130-410	LEASE COPIER FEES-CUSTOMER SERVICES	2,042.32	2,200.00	59.06	814.70	0.00	1,385.30	37
35-7130-540	CAPITAL OUTLAY - VEHICLE	0.00	25,000.00	0.00	0.00	0.00	25,000.00	0
35-7130-550	CAPITAL OUTLAY-EQUIPMENT	0.00	10,750.00	0.00	0.00	0.00	10,750.00	0
35-7130-580	DEBT SERVICE-NCDENR	0.00	27,993.00	27,992.45	27,992.45	0.00	0.55	100
35-7130-600	CONTRACTS-MOWING	12,411.00	12,480.00	0.00	4,968.00	0.00	7,512.00	40
35-7130-710	'95 REVENUE BOND-PRINCIPAL	0.09	34,169.00	0.00	0.00	0.00	34,169.00	0
35-7130-711	'00 REVENUE BOND-PRINCIPAL	0.00	182,525.00	0.00	0.00	0.00	182,525.00	0
35-7130-720	'95 REVENUE BOND-INTEREST	23,226.95	21,948.00	0.00	0.00	0.00	21,948.00	0
35-7130-721	'00 REVENUE BOND-INTEREST	123,244.49	117,065.00	0.00	0.00	0.00	117,065.00	0
35-7130-800	DEPRECIATION-OTHER EQUIPMENT	255,974.00	0.00	0.00	0.00	0.00	0.00	0
35-7130-998	COST ALLOCATION-GENERAL FUND	50,000.00	80,000.00	0.00	80,000.00	0.00	0.00	100
<b>DEPARTMENT Total</b>		<b>963,750.40</b>	<b>1,005,763.00</b>	<b>71,756.31</b>	<b>452,154.65</b>	<b>0.00</b>	<b>553,608.35</b>	<b>45</b>
35-7135-000	TREATMENT PLANT:	0.00	0.00	0.00	0.00	0.00	0.00	0
35-7135-010	TREATMENT PLANT-S & W- REGULAR	69,891.96	73,258.50	6,176.92	53,476.74	0.00	19,781.76	73
35-7135-040	SALARIES & WAGES-LONGEVITY	605.66	606.00	0.00	605.66	0.00	0.34	100
35-7135-090	TREATMENT PLANT- FICA TAX EXPENSE	4,857.61	5,394.00	428.65	3,755.80	0.00	1,638.20	70
35-7135-100	TREATMENT PLANT- RETIREMENT EXPENSE	11,101.45	12,370.00	1,045.13	9,251.17	0.00	3,118.83	75
35-7135-101	TREATMENT PLANT- 401(K) CONTRIB.	2,113.04	2,115.00	185.31	1,616.17	0.00	498.83	76
35-7135-130	TREATMENT PLANT- UNEMPLOYMENT INS.	0.00	504.00	0.00	0.00	0.00	504.00	0
35-7135-140	TREATMENT PLANT- WORKMAN'S COMP	5,126.00	5,705.00	0.00	5,134.00	0.00	571.00	90
35-7135-180	TREATMENT PLANT- GROUP INS.	15,815.30	16,597.00	1,299.61	11,931.53	0.00	4,665.47	72
35-7135-200	SUPPLIES & MATERIALS	4,842.13	6,200.00	73.00	4,781.04	0.00	1,418.96	77
35-7135-210	TREATMENT PLANT- UNIFORMS	246.93	1,200.00	0.00	914.45	0.00	285.55	76
35-7135-250	TREATMENT PLANT- FUEL	1,688.11	4,500.00	166.07	987.10	0.00	3,512.90	22
35-7135-298	CONTRACTS	15,823.54	19,000.00	404.17	13,925.08	0.00	5,074.92	73
35-7135-299	WATER TREATMENT CHEMICALS	22,172.65	20,000.00	2,610.60	16,941.00	0.00	3,059.00	85
35-7135-315	TRAINING	1,028.39	2,000.00	0.00	425.00	0.00	1,575.00	21
35-7135-320	TREATMENT PLANT- COMMUNICATIONS	2,127.52	2,700.00	319.90	1,889.55	0.00	810.45	70
35-7135-330	TREATMENT PLANT- UTILITIES	28,126.35	30,000.00	2,281.39	20,332.61	0.00	9,667.39	68
35-7135-340	TREATMENT PLANT- POSTAGE	0.00	50.00	0.00	0.00	0.00	50.00	0
35-7135-350	MAINT & REPAIR-EQUIPMENT	13,726.96	38,800.00	3,727.75	26,536.80	0.00	12,263.20	68
35-7135-370	TREATMENT PLANT- ADVERTISING	324.00	500.00	96.00	96.00	0.00	404.00	19
35-7135-390	TREATMENT PLANT- DUES & SUBSCRIPTIONS	476.33	600.00	0.00	470.00	0.00	130.00	78
35-7135-541	CAPITAL OUTLAY-EQUIPMENT	0.00	30,000.00	0.00	0.00	0.00	30,000.00	0
35-7135-600	DESIGNATED FOR FUTURE APPROPRIATION	0.00	30,944.00	0.00	0.00	0.00	30,944.00	0

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
35-7135-998	COST ALLOCATION-GENERAL FUND	25,000.00	40,000.00	0.00	40,000.00	0.00	0.00	100
DEPARTMENT Total		225,093.93	343,043.50	18,814.50	213,069.70	0.00	129,973.80	62
WATER Expend Total		1,188,844.33	1,348,806.50	90,570.81	665,224.35	0.00	683,582.15	49

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
35	WATER	1,465,060.40	0.00	983,858.65	1,188,844.33	90,570.81	665,224.35	318,634.30

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Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
37-3290-000	INTEREST	0.00	0.00	0.00	127.53	0.00	127.53	0
*37-3300-000	MISCELLANEOUS REVENUE	9,849.07	0.00	0.00	0.00	0.00	0.00	0
37-3350-000	NCACC WASHINGTON EMS	181,729.00	107,214.00	0.00	0.00	0.00	107,214.00-	0
37-3490-000	EMS REVENUE	506,177.20	625,000.00	18,472.79	375,036.95	0.00	249,963.05-	60
37-3491-000	COVID-19 CARES ACT REVENUES	39,453.00	0.00	0.00	0.00	0.00	0.00	0
37-3500-000	TRANSPORT SERVICE REVENUE	202,017.59	175,000.00	352.50	171,576.65	0.00	3,423.35-	98
37-3510-000	EMS STANDBY AMBULANCE SERVICE	1,625.00	0.00	0.00	0.00	0.00	0.00	0
37-3800-000	TYRRELL CO EMS AMBULANCE PURCHASE	35,802.32	0.00	0.00	0.00	0.00	0.00	0
37-3830-000	SALE OF FIXED ASSETS	30,000.00	1,000.00	0.00	4,125.00	0.00	3,125.00	412
37-3833-840	EMS DONATIONS	100.00	100.00	0.00	100.00	0.00	0.00	100
37-3901-000	TYRRELL-EMS CONTRACT	675,000.00	675,000.00	56,250.00	506,250.00	0.00	168,750.00-	75
37-3902-000	FUND BALANCE APPROPRIATED	0.00	398,809.00	0.00	0.00	0.00	398,809.00-	0
37-3980-010	TRANSFER FROM GENERAL FUND	497,457.00	334,616.50	0.00	334,616.50	0.00	0.00	100
	<b>EMS Revenue Total</b>	<b>2,179,210.18</b>	<b>2,316,739.50</b>	<b>75,075.29</b>	<b>1,391,832.63</b>	<b>0.00</b>	<b>924,906.87-</b>	<b>60</b>

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
37-0000-000	WASHINGTON COUNTY EMS:	0.00	0.00	0.00	0.00	0.00	0.00	0
37-4330-000	WASHINGTON COUNTY EMS:	0.00	0.00	0.00	0.00	0.00	0.00	0
37-4330-010	SALARIES & WAGES-REGULAR	585,640.30	686,051.00	47,275.76	448,949.36	0.00	237,101.64	65
37-4330-030	SALARIES & WAGES-OVERTIME	278,288.12	278,100.00	24,794.69	221,269.31	0.00	56,830.69	80
37-4330-040	SALARIES & WAGES-PARTTIME	83,815.28	119,000.00	3,401.27	49,496.39	0.00	69,503.61	42
37-4330-050	SALARIES & WAGES-LONGEVITY	2,793.96	3,145.00	0.00	3,144.79	0.00	0.21	100
37-4330-090	FICA TAXES	67,840.58	79,457.00	5,375.74	51,301.46	0.00	28,155.54	65
37-4330-100	- RETIREMENT EXPENSE	134,328.90	161,356.00	12,155.34	113,728.94	0.00	47,627.06	70
37-4330-101	- 401K CONTRIB.	18,899.17	27,590.00	1,829.14	17,209.59	0.00	10,380.41	62
37-4330-130	EMS OPERATIONS- UNEMPLOYMENT INS.	6.27-	5,040.00	0.00	0.00	0.00	5,040.00	0
37-4330-140	- WORKMAN COMP	92,536.00	106,735.00	0.00	77,430.00	0.00	29,305.00	73
37-4330-180	GROUP INSURANCE	124,026.30	149,937.00	10,380.82	89,685.86	0.00	60,251.14	60
37-4330-190	TRAINING	5,370.61	6,800.00	0.00	548.36	0.00	6,251.64	8
37-4330-200	SUPPLIES & MATERIALS	38,410.27	43,908.00	1,673.85	29,809.73	0.00	14,098.27	68
37-4330-210	UNIFORMS	3,757.59	6,000.00	0.00	1,012.61	0.00	4,987.39	17
37-4330-250	FUEL	38,714.11	38,000.00	3,198.82	23,330.49	0.00	14,669.51	61
37-4330-260	DEPARTMENTAL SUPPLIES	6,481.47	16,678.00	537.27	14,442.25	0.00	2,235.75	87
37-4330-270	SERVICE AWARDS	50.00	50.00	0.00	50.00	0.00	0.00	100
37-4330-295	PORTABLE COMM HARDWARE	1,111.00	8,622.00	0.00	4,524.00	0.00	4,098.00	52
37-4330-320	- COMMUNICATIONS	4,825.08	5,500.00	689.56	4,760.82	0.00	739.18	87
37-4330-350	POSTAGE	0.81	50.00	0.00	28.70	0.00	21.30	57
37-4330-355	MAINT & REPAIR-EQUIPMENT	23,700.35	36,000.00	3,851.93	19,263.94	0.00	16,736.06	54

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Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
37-4330-390	WASH EMS - DUES & SUBSCRIPTIONS	0.00	8,000.00	1,237.40	6,746.05	0.00	1,253.95	84
37-4330-396	EMS-MEDICAID COST REPORT	5,621.00	1,000.00	0.00	1,000.00	0.00	0.00	100
37-4330-450	PROPERTY & LIABILITY	486.00	500.00	0.00	0.00	0.00	500.00	0
37-4330-540	CAPITAL OUTLAY-VEHICLES	167,826.92	60,000.00	56,558.22	56,558.22	0.00	3,441.78	94
37-4330-550	WASH CO EMS- CAPITAL OUTLAY- EQUIPMENT	0.00	972.00	0.00	0.00	0.00	972.00	0
37-4330-600	CONTRACTS-MEDICAL DIRECTOR	23,248.00	23,250.00	1,937.50	17,437.50	0.00	5,812.50	75
37-4330-610	CONTRACTS-BILLING	33,204.50	37,188.00	2,210.06	22,306.62	0.00	14,881.38	60
37-4330-611	WASH EMS-CONTRACTS-DRUG SCREENING	0.00	5,180.00	0.00	101.00	0.00	5,079.00	2
37-4330-650	EMS DONATIONS	396.00	100.00	0.00	0.00	0.00	100.00	0
37-4330-651	COVID-19 CARES ACT EXPENSES	3,885.99	39,453.00	498.96	5,099.03	0.00	34,353.97	13
<b>DEPARTMENT Total</b>		<b>1,745,252.04</b>	<b>1,953,662.00</b>	<b>177,606.33</b>	<b>1,279,235.02</b>	<b>0.00</b>	<b>674,426.98</b>	<b>65</b>
37-4376-000	TRANSPORT SERVICE:	0.00	0.00	0.00	0.00	0.00	0.00	0
37-4376-010	SALARIES & WAGES-REGULAR	64,546.03	88,400.50	3,998.70	45,283.78	0.00	43,116.72	51
37-4376-030	SALARIES & WAGES-OVERTIME	10,444.54	22,000.00	1,134.05	13,302.87	0.00	8,697.13	60
37-4376-040	SALARIES & WAGES-PARTTIME	23,524.38	25,000.00	1,833.97	13,471.58	0.00	11,528.42	54
37-4376-090	FICA TAXES	7,266.74	10,281.00	471.48	4,913.23	0.00	5,367.77	48
37-4376-100	TRANSPORT SERVICE- RETIREMENT EXPENSE	11,357.23	19,018.00	868.46	9,912.86	0.00	9,105.14	52
37-4376-101	TRANSPORT SERVICE- 401K CONTRIB.	950.41	3,252.00	153.98	1,381.74	0.00	1,870.26	42
37-4376-130	TRANSPORT- UNEMPLOYMENT INS.	0.00	1,008.00	0.00	0.00	0.00	1,008.00	0
37-4376-140	TRANSPORT SERVICE- WORKMAN'S COMP	1,853.00	13,811.00	0.00	12,430.00	0.00	1,381.00	90
37-4376-180	GROUP INSURANCE	13,356.33	25,066.00	1,132.32	13,197.04	0.00	11,868.96	53
37-4376-200	SUPPLIES & MATERIALS	14,682.25	19,360.00	1,822.75	17,871.62	0.00	1,488.38	92
37-4376-210	TRANSPORT SERVICE- UNIFORMS	1,393.00	2,500.00	0.00	1,556.74	0.00	943.26	62
37-4376-250	FUEL	7,072.87	14,000.00	681.45	5,383.69	0.00	8,616.31	38
37-4376-295	PORTABLE COMM HARDWARE	1,960.00	6,398.00	0.00	3,300.00	0.00	3,098.00	52
37-4376-320	TRANSPORT SERVICE- COMMUNICATIONS	3,164.16	3,500.00	41.74	1,510.84	0.00	1,989.16	43
37-4376-355	MAINT & REPAIR-EQUIPMENT	7,010.81	15,000.00	344.22	3,754.59	0.00	11,245.41	25
37-4376-370	ADVERTISING	214.50	2,000.00	0.00	0.00	0.00	2,000.00	0
37-4376-390	TRANSPORT - DUES & SUBSCRIPTIONS	0.00	2,000.00	247.80	1,656.75	0.00	343.25	83
37-4376-550	CAPITAL OUTLAY-EQUIPMENT	27,484.10	242.00	0.00	0.00	0.00	242.00	0
37-4376-610	CONTRACTS-BILLING	11,782.75	16,413.00	992.92	10,220.89	0.00	6,192.11	62
<b>DEPARTMENT Total</b>		<b>208,063.10</b>	<b>289,249.50</b>	<b>13,723.84</b>	<b>159,148.22</b>	<b>0.00</b>	<b>130,101.28</b>	<b>55</b>
37-9100-000	DEBT PRINCIPAL:	0.00	0.00	0.00	0.00	0.00	0.00	0
37-9100-002	DEBT PRINCIPLE - 2017 BB&T AMBULANCES	27,711.24	28,341.00	0.00	28,340.28	0.00	0.72	100
37-9100-003	DEBT PRINC - 2017 HEART MONITORS(LGFCU)	40,422.23	41,324.00	0.00	41,323.91	0.00	0.09	100



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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
<b>DEPARTMENT Total</b>		<b>68,133.47</b>	<b>69,665.00</b>	<b>0.00</b>	<b>69,664.19</b>	<b>0.00</b>	<b>0.81</b>	<b>100</b>
37-9200-000	DEBT INTEREST:	0.00	0.00	0.00	0.00	0.00	0.00	0
37-9200-002	DEBT INTEREST - 2017 BB&T AMBULANCES	1,930.29	1,302.00	0.00	1,301.25	0.00	0.75	100
37-9200-003	DEBT INT - 2017 HEART MONITORS (LGFCU)	3,762.45	2,861.00	0.00	2,860.77	0.00	0.23	100
<b>DEPARTMENT Total</b>		<b>5,692.74</b>	<b>4,163.00</b>	<b>0.00</b>	<b>4,162.02</b>	<b>0.00</b>	<b>0.98</b>	<b>100</b>
<b>EMS Expend Total</b>		<b>2,027,141.35</b>	<b>2,316,739.50</b>	<b>191,330.17</b>	<b>1,512,209.45</b>	<b>0.00</b>	<b>804,530.05</b>	<b>65</b>

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
37	EMS	2,179,210.18	75,075.29	1,391,832.63	2,027,141.35	191,330.17	1,512,209.45	120,376.82-

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Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
38-3800-071	PARALLEL TAXIWAY NPE FUNDS	0.00	600,000.00	0.00	566,223.12	0.00	33,776.88-	94
38-3800-081	PARALLEL TAXIWAY PROJECT (CONSTRUCTION)	7,122,744.88	250,079.00	0.00	250,079.00	0.00	0.00	100
38-3800-082	PARALLEL TAXIWAY CA/RPR PROJ 4313	0.00	170,000.00	0.00	0.00	0.00	170,000.00-	0
38-3800-090	NPE FEDERAL GRANT-FY 19-20	0.00	150,000.00	0.00	0.00	0.00	150,000.00-	0
38-3800-091	NPE FEDERAL GRANT-FY 20-21	0.00	150,000.00	0.00	0.00	0.00	150,000.00-	0
	<b>AIRPORT PROJECTS Revenue Total</b>	<b>7,122,744.88</b>	<b>1,320,079.00</b>	<b>0.00</b>	<b>816,302.12</b>	<b>0.00</b>	<b>503,776.88-</b>	<b>62</b>

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
38-8135-000	AIRPORT:	0.00	0.00	0.00	0.00	0.00	0.00	0
38-8135-651	PARALLEL TAXIWAY NPE FUNDS	0.00	600,000.00	0.00	566,223.25	0.00	33,776.75	94
38-8135-661	PARALLEL TAXIWAY (CONSTRUCTION)	7,122,744.88	250,079.00	0.00	250,079.00	0.00	0.00	100
38-8135-662	PARALLEL TAXIWAY CA/RPR PROJ 4313	0.00	170,000.00	0.00	0.00	0.00	170,000.00	0
38-8135-670	NPE FEDERAL GRANT-FY 19-20	0.00	150,000.00	0.00	0.00	0.00	150,000.00	0
38-8135-671	NPE FEDERAL GRANT FY 20-21	0.00	150,000.00	0.00	0.00	0.00	150,000.00	0
	<b>DEPARTMENT Total</b>	<b>7,122,744.88</b>	<b>1,320,079.00</b>	<b>0.00</b>	<b>816,302.25</b>	<b>0.00</b>	<b>503,776.75</b>	<b>62</b>
	<b>AIRPORT PROJECTS Expend Total</b>	<b>7,122,744.88</b>	<b>1,320,079.00</b>	<b>0.00</b>	<b>816,302.25</b>	<b>0.00</b>	<b>503,776.75</b>	<b>62</b>

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
38	AIRPORT PROJECTS	7,122,744.88	0.00	816,302.12	7,122,744.88	0.00	816,302.25	0.13-

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Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
39-3300-000	CARES ACT FUNDING - AIRPORT	0.00	20,000.00	0.00	20,000.00	0.00	0.00	100
39-3310-000	TIMBER SALES-AVIATION FUNDS	0.00	10,400.00	0.00	0.00	0.00	10,400.00-	0
39-3570-000	AIRPORT FUEL SALES & HANGERS	53,485.25	55,000.00	2,508.81	27,877.02	0.00	27,122.98-	51
39-3600-000	HANGER RENTAL	12,600.00	9,540.00	960.00	12,000.00	0.00	2,460.00	126
39-3980-010	TRANSFER FROM GENERAL FUND	93,559.00	94,317.00	0.00	94,317.00	0.00	0.00	100
<b>AIRPORT OPERATIONS Revenue Total</b>		<b>159,644.25</b>	<b>189,257.00</b>	<b>3,468.81</b>	<b>154,194.02</b>	<b>0.00</b>	<b>35,062.98-</b>	<b>81</b>

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
39-0000-000	AIRPORT OPERATIONS:	0.00	0.00	0.00	0.00	0.00	0.00	0
39-4530-000	AIRPORT:	0.00	0.00	0.00	0.00	0.00	0.00	0
39-4530-010	AIRPORT-S & W- REGULAR	38,159.08	40,001.00	3,333.42	30,000.78	0.00	10,000.22	75
39-4530-030	SALARIES & WAGES-LONGEVITY	571.19	601.00	0.00	600.02	0.00	0.98	100
39-4530-032	SALARIES & WAGES - PARTTIME	8,190.00	10,400.00	1,060.00	6,940.00	0.00	3,460.00	67
39-4530-090	FICA TAX	3,534.28	3,623.00	336.09	2,844.27	0.00	778.73	79
39-4530-100	AIRPORT - RETIREMENT	6,037.47	7,124.00	564.01	5,177.61	0.00	1,946.39	73
39-4530-101	AIRPORT - 401K	1,144.80	1,219.00	100.00	900.00	0.00	319.00	74
39-4530-140	AIRPORT- WORKMAN'S COMP	2,689.00	3,106.00	0.00	2,960.00	0.00	146.00	95
39-4530-180	AIRPORT - GROUP INSURANCE	6,807.70	7,326.00	563.20	5,130.98	0.00	2,195.02	70
39-4530-200	AIRPORT- DEPTAL SUPPLIES	239.58	745.00	319.98	478.97	0.00	266.03	64
39-4530-250	AIRPORT- AV GAS AND JET FUEL	66,196.48	47,179.00	0.00	13,704.25	0.00	33,474.75	29
39-4530-310	AIRPORT- TRAVEL	0.00	200.00	0.00	0.00	0.00	200.00	0
39-4530-320	AIRPORT- COMMUNICATIONS	1,569.96	1,700.00	131.91	1,144.49	0.00	555.51	67
39-4530-330	AIRPORT- UTILITIES	7,487.16	9,500.00	1,042.06	4,847.13	0.00	4,652.87	51
39-4530-331	POSTAGE	0.00	55.00	0.00	55.00	0.00	0.00	100
39-4530-350	MAINT & REPAIR-BUILDING	1,020.34	4,500.00	137.63	1,940.82	0.00	2,559.18	43
39-4530-351	MAINT & REPAIR-EQUIPMENT	3,420.91	7,821.00	2,832.68	5,730.16	0.00	2,090.84	73
39-4530-352	MAINT & REPAIR - FUELMaster	550.00	550.00	0.00	550.00	0.00	0.00	100
39-4530-390	AIRPORT- DUES AND SUBSCRIPTIONS	80.00	80.00	0.00	80.00	0.00	0.00	100
39-4530-450	INSURANCE	3,683.00	3,683.00	0.00	3,683.00	0.00	0.00	100
39-4530-997	DESIGNATED FOR FUTURE APPROPRIATION	0.00	36,344.00	0.00	0.00	0.00	36,344.00	0
39-4530-998	AIRPORT- SALES TAX ON FUEL	4,448.97	3,500.00	260.74	1,879.77	0.00	1,620.23	54
<b>DEPARTMENT Total</b>		<b>155,829.92</b>	<b>189,257.00</b>	<b>10,681.72</b>	<b>88,647.25</b>	<b>0.00</b>	<b>100,609.75</b>	<b>47</b>
<b>AIRPORT OPERATIONS Expend Total</b>		<b>155,829.92</b>	<b>189,257.00</b>	<b>10,681.72</b>	<b>88,647.25</b>	<b>0.00</b>	<b>100,609.75</b>	<b>47</b>

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Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
39	AIRPORT OPERATIONS	159,644.25	3,468.81	154,194.02	155,829.92	10,681.72	88,647.25	65,546.77







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Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
58-3100-000	AGAPE - LOCAL MATCH DONATION	0.00	10,000.00	0.00	10,000.00	0.00	0.00	100
58-3101-000	DEPT OF COMM-AGAPE GRANT #2587	0.00	380,000.00	0.00	0.00	0.00	380,000.00-	0
58-3200-000	USDA RBDG GRANT - BAY BROTHERS	0.00	181,301.00	0.00	0.00	0.00	181,301.00-	0
58-3980-010	TRANSFER FROM GENERAL FUND	0.00	10,000.00	0.00	10,000.00	0.00	0.00	100
<b>PROJECTS/GRANTS FUND Revenue Total</b>		<b>0.00</b>	<b>581,301.00</b>	<b>0.00</b>	<b>20,000.00</b>	<b>0.00</b>	<b>561,301.00-</b>	<b>3</b>

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
58-0000-000	PROJECTS/GRANTS FUND:	0.00	0.00	0.00	0.00	0.00	0.00	0
58-4201-001	AGAPE - LOCAL MATCH	0.00	20,000.00	0.00	0.00	0.00	20,000.00	0
58-4201-002	AGAPE CLINIC PROJECT #2587	0.00	380,000.00	0.00	0.00	0.00	380,000.00	0
<b>DEPARTMENT Total</b>		<b>0.00</b>	<b>400,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>400,000.00</b>	<b>0</b>
58-5200-001	USDA RBDG GRANT - BAY BROTHERS	0.00	181,301.00	0.00	0.00	0.00	181,301.00	0
<b>DEPARTMENT Total</b>		<b>0.00</b>	<b>181,301.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>181,301.00</b>	<b>0</b>
<b>PROJECTS/GRANTS FUND Expend Total</b>		<b>0.00</b>	<b>581,301.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>581,301.00</b>	<b>0</b>

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
58	PROJECTS/GRANTS FUND	0.00	0.00	20,000.00	0.00	0.00	0.00	20,000.00



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Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
59-3010-211	PLYMOUTH MOTOR VEHICLE TAX - NCVTS	141,850.40	0.00	10,373.12	94,651.68	0.00	94,651.68	0
59-3010-212	PLYMOUTH NCVTS CONTRA REVENUE ACCOUNT	6,867.52-	0.00	0.00	0.00	0.00	0.00	0
59-3010-221	ROPER MOTOR VEHICLE TAX - NCVTS	17,928.06	0.00	1,015.33	10,889.92	0.00	10,889.92	0
59-3010-222	ROPER NCVTS CONTRA REVENUE ACCOUNT	658.36-	0.00	0.00	0.00	0.00	0.00	0
59-3010-241	CRESWELL MOTOR VEHICLE TAX - NCVTS	8,507.63	0.00	616.11	6,072.87	0.00	6,072.87	0
59-3010-242	CRESWELL NCVTS CONTRA REVENUE ACCOUNT	377.53-	0.00	0.00	0.00	0.00	0.00	0
59-3010-320	CRESWELL TAX LEVY	80,758.82	0.00	3,447.34	78,801.83	0.00	78,801.83	0
59-3010-350	DRAINAGE DISTRICT 5 LEVY	34,296.66	0.00	957.58	28,712.80	0.00	28,712.80	0
59-3010-360	ALBEMARLE DRAINAGE DISTRICT	104,142.74	0.00	3,041.29	114,402.86	0.00	114,402.86	0
59-3010-370	PUNGO RIVER DRAINAGE DISTRICT	14,463.13	0.00	1,171.87	39,125.77	0.00	39,125.77	0
<b>DMV MUNICIPAL TAXES Revenue Total</b>		<b>394,044.03</b>	<b>0.00</b>	<b>20,622.64</b>	<b>372,657.73</b>	<b>0.00</b>	<b>372,657.73</b>	<b>0</b>

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
59-0000-000	FUND 59:	0.00	0.00	0.00	0.00	0.00	0.00	0
59-6900-298	LEVY- DRAINAGE DISTRICT 5 LEVY	34,296.66	0.00	0.00	27,755.22	0.00	27,755.22-	0
59-6900-404	CRESWELL TAX LEVY	80,758.82	0.00	558.67	71,586.77	0.00	71,586.77-	0
59-6900-411	PLYMOUTH MOTOR VEHICLE TAX - NCVTS	134,982.88	0.00	11,997.38	84,278.56	0.00	84,278.56-	0
59-6900-412	ROPER MOTOR VEHICLE TAX - NCVTS	17,269.70	0.00	583.88	9,874.59	0.00	9,874.59-	0
59-6900-413	CRESWELL MOTOR VEHICLE TAX - NCVTS	8,130.10	0.00	809.26	5,456.76	0.00	5,456.76-	0
59-6900-414	ALBEMARLE DRAINAGE DISTRICT	104,142.74	0.00	35.71	111,361.57	0.00	111,361.57-	0
59-6900-415	PUNGO RIVER DRAINAGE DISTRICT	14,463.13	0.00	0.00	37,953.90	0.00	37,953.90-	0
<b>DEPARTMENT Total</b>		<b>394,044.03</b>	<b>0.00</b>	<b>13,984.90</b>	<b>348,267.37</b>	<b>0.00</b>	<b>348,267.37-</b>	<b>0</b>
<b>DMV MUNICIPAL TAXES Expend Total</b>		<b>394,044.03</b>	<b>0.00</b>	<b>13,984.90</b>	<b>348,267.37</b>	<b>0.00</b>	<b>348,267.37-</b>	<b>0</b>

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
59	DMV MUNICIPAL TAXES	394,044.03	20,622.64	372,657.73	394,044.03	13,984.90	348,267.37	24,390.36

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Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
60-3000-001	CRF FUNDS FROM SL 2020-4	6,781.97	0.00	0.00	431,628.03	0.00	431,628.03	0
60-3000-002	CRF FUNDS FROM SL 2020-80	0.00	224,745.00	0.00	224,744.02	0.00	0.98-	100
60-3000-003	CRF FUNDS FROM SL 2020-17 - ELECTIONS	0.00	44,930.00	0.00	44,930.00	0.00	0.00	100
60-3000-004	CRF FUNDS FROM SL 2020-97 - ELECTIONS	0.00	16,000.00	0.00	16,000.00	0.00	0.00	100
60-3990-000	APPROPRIATED FUND BALANCE	0.00	431,628.00	0.00	0.00	0.00	431,628.00-	0
<b>CRF PANDEMIC RECOVERY Revenue Total</b>		<b>6,781.97</b>	<b>717,303.00</b>	<b>0.00</b>	<b>717,302.05</b>	<b>0.00</b>	<b>0.95-</b>	<b>100</b>

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
60-0000-000	CRF PANDEMIC RECOVERY:	0.00	0.00	0.00	0.00	0.00	0.00	0
60-4000-000	CRF PANDEMIC RECOVERY:	0.00	0.00	0.00	0.00	0.00	0.00	0
60-4000-001	FY20 CRF EXPENSES	6,781.97	0.00	0.00	0.00	0.00	0.00	0
60-4000-002	MEDICAL EXPENSES	0.00	67,886.00	0.00	45,835.17	0.00	22,050.83	68
60-4000-003	PUBLIC HEALTH EXPENSES	0.00	129,641.00	920.98	108,724.65	0.00	20,916.35	84
60-4000-004	PAYROLL EXPENSES	0.00	346,821.93	0.00	346,821.93	0.00	0.00	100
60-4000-005	PUBLIC HEALTH MEASURE EXP	0.00	27,052.00	0.00	26,891.68	0.00	160.32	99
60-4000-007	OTHER	0.00	28,973.00	0.00	16,464.42	0.00	12,508.58	57
60-4000-008	MUNICIPALITIES	0.00	55,999.07	0.00	55,999.07	0.00	0.00	100
<b>DEPARTMENT Total</b>		<b>6,781.97</b>	<b>656,373.00</b>	<b>920.98</b>	<b>600,736.92</b>	<b>0.00</b>	<b>55,636.08</b>	<b>92</b>
60-5000-001	CRF EXPENSES - BOARD OF ELECTIONS	0.00	34,957.00	0.00	34,957.00	0.00	0.00	100
60-5000-002	CRF PAYROLL EXPENSES-BOARD OF ELECTIONS	0.00	25,973.00	0.00	25,773.00	0.00	200.00	99
<b>DEPARTMENT Total</b>		<b>0.00</b>	<b>60,930.00</b>	<b>0.00</b>	<b>60,730.00</b>	<b>0.00</b>	<b>200.00</b>	<b>100</b>
<b>CRF PANDEMIC RECOVERY Expend Total</b>		<b>6,781.97</b>	<b>717,303.00</b>	<b>920.98</b>	<b>661,466.92</b>	<b>0.00</b>	<b>55,836.08</b>	<b>92</b>

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
60	CRF PANDEMIC RECOVERY	6,781.97	0.00	717,302.05	6,781.97	920.98	661,466.92	55,835.13

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Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
61-3490-001	CDBG-SCATTERED SITE (SFR) GRANT '17	121,476.00	48,116.00	6,112.00	48,088.00	0.00	28.00-	100
COMMUNITY DEVELOPMENT BLOCK Revenue Total		121,476.00	48,116.00	6,112.00	48,088.00	0.00	28.00-	100

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
61-8300-000	SFR:	0.00	0.00	0.00	0.00	0.00	0.00	0
61-8300-551	SFR 17 - REHAB '17	121,476.00	48,116.00	0.00	48,088.00	0.00	28.00	100
DEPARTMENT Total		121,476.00	48,116.00	0.00	48,088.00	0.00	28.00	100
COMMUNITY DEVELOPMENT BLOCK Expend Total		121,476.00	48,116.00	0.00	48,088.00	0.00	28.00	100

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
61	COMMUNITY DEVELOPMENT BLOCK GRANTS	121,476.00	6,112.00	48,088.00	121,476.00	0.00	48,088.00	0.00



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Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
63-3270-000	MOTEL OCCUPANCY TAX	124,870.52	127,000.00	12,056.92	110,001.14	0.00	16,998.86-	87
63-3290-000	INTEREST EARNED ON INVESTMENT	223.07	0.00	0.00	3.96	0.00	3.96	0
63-3960-000	EDPNC TOURISM RECOVERY GRANT-SL 2020-4	0.00	14,926.00	0.00	14,926.00	0.00	0.00	100
63-3990-000	TTA-FUND BALANCE APPROPRIATION	0.00	29,675.00	0.00	0.00	0.00	29,675.00-	0
<b>TRAVEL AND TOURISM Revenue Total</b>		<b>125,093.59</b>	<b>171,601.00</b>	<b>12,056.92</b>	<b>124,931.10</b>	<b>0.00</b>	<b>46,669.90-</b>	<b>73</b>

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
63-0000-000	FUND 63:	0.00	0.00	0.00	0.00	0.00	0.00	0
63-4960-000	TRAVEL & TOURISM:	0.00	0.00	0.00	0.00	0.00	0.00	0
63-4960-010	MUSEUM/HISTORIC SOCIETY	14,000.00	14,000.00	1,166.67	10,500.03	0.00	3,499.97	75
63-4960-040	LIVING HISTORY	1,200.58	3,500.00	0.00	0.00	0.00	3,500.00	0
63-4960-100	BILLBOARD ADVERTISEMENTS	11,682.46	27,000.00	1,480.42	10,345.20	0.00	16,654.80	38
63-4960-140	CIVIL WAR TRAIL SIGNS MAINTENANCE	1,000.00	1,200.00	0.00	1,000.00	0.00	200.00	83
63-4960-180	HISTORIC ALBEMARLE TOUR DUES	700.00	1,000.00	700.00	700.00	0.00	300.00	70
63-4960-181	ROANOKE RIVER PARTNERS DUES	1,500.00	1,500.00	0.00	1,500.00	0.00	0.00	100
63-4960-200	NORTH CAROLINA BEAR FESTIVAL	0.00	25,000.00	0.00	0.00	0.00	25,000.00	0
63-4960-210	HISTORICAL SOCIETY-FALL PADDLE	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0
63-4960-341	MARITIME MUSEUM & LIGHTHOUSE	5,000.00	10,000.00	833.33	7,499.97	0.00	2,500.03	75
63-4960-343	TOWN OF PLYMOUTH BOAT RACES	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0
63-4960-370	CONTRACT-WEBSITE HOST & MAINT	3,280.00	5,000.00	0.00	900.00	0.00	4,100.00	18
63-4960-991	EDPNC TOURISM RECOVERY GRANT-SL 2020-4	0.00	14,926.00	0.00	14,920.00	0.00	6.00	100
<b>DEPARTMENT Total</b>		<b>41,363.04</b>	<b>107,626.00</b>	<b>4,180.42</b>	<b>47,365.20</b>	<b>0.00</b>	<b>60,260.80</b>	<b>44</b>

63-4970-000	TRAVEL & TOURISM:	0.00	0.00	0.00	0.00	0.00	0.00	0
63-4970-010	SALARIES & WAGES-DIRECTOR	15,000.00	15,000.00	1,250.00	11,250.00	0.00	3,750.00	75
63-4970-090	TRAVEL- FICA TAX	607.08	1,353.00	50.59	455.31	0.00	897.69	34
63-4970-100	TRAVEL- RETIREMENT	2,337.80	2,558.00	211.50	1,903.50	0.00	654.50	74
63-4970-131	TRAVEL - UNEMPLOYMENT	0.00	119.00	0.00	0.00	0.00	119.00	0
63-4970-140	TRAVEL- WORKER'S COMP	95.00	150.00	0.00	90.00	0.00	60.00	60
63-4970-180	TRAVEL- GROUP INS.S	8,793.50	9,660.00	728.98	6,622.92	0.00	3,037.08	69
63-4970-260	DEPARTMENTAL SUPPLIES	0.00	50.00	0.00	0.00	0.00	50.00	0
63-4970-310	TRAVEL- TRAVEL & TRAINING	0.00	1,300.00	0.00	0.00	0.00	1,300.00	0
63-4970-320	TRAVEL- COMMUNICATIONS	0.00	50.00	0.00	0.00	0.00	50.00	0
63-4970-340	TRAVEL- POSTAGE	0.00	200.00	0.00	0.00	0.00	200.00	0
63-4970-370	MARKETING & ADVERTISING-ADMIN	25,356.50	24,785.00	949.98	5,357.58	0.00	19,427.42	22
63-4970-390	TRAVEL- DUES & SUBSCRIPTIONS	175.00	1,000.00	0.00	175.00	0.00	825.00	18
63-4970-600	ADMIN FEE 3%- GENERAL FUND	3,500.00	3,500.00	0.00	3,500.00	0.00	0.00	100

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Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
63-4970-602	PROFESSIONAL SERVICES-AUDIT	4,250.00	4,250.00	0.00	4,250.00	0.00	0.00	100
DEPARTMENT Total		60,114.88	63,975.00	3,191.05	33,604.31	0.00	30,370.69	53
TRAVEL AND TOURISM Expend Total		101,477.92	171,601.00	7,371.47	80,969.51	0.00	90,631.49	47

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
63	TRAVEL AND TOURISM	125,093.59	12,056.92	124,931.10	101,477.92	7,371.47	80,969.51	43,961.59



Washington County  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
69-3370-000	E911 TELEPHONE SURCHARGE (1YR)	162,822.22	126,420.00	21,070.12	84,280.48	0.00	42,139.52-	67
69-3990-000	APPROPRIATED PRIOR YR BALANCE	0.00	199,064.00	0.00	0.00	0.00	199,064.00-	0
<b>EMERGENCY TELECOMMUNICATIO Revenue Total</b>		<b>162,822.22</b>	<b>325,484.00</b>	<b>21,070.12</b>	<b>84,280.48</b>	<b>0.00</b>	<b>241,203.52-</b>	<b>26</b>

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
69-9100-000	911:	0.00	0.00	0.00	0.00	0.00	0.00	0
69-9100-200	DEPARTMENTAL SUPPLIES	731.21	1,145.00	0.00	835.96	0.00	309.04	73
69-9100-310	TRAINING	2,220.67	3,405.00	0.00	2,555.00	0.00	850.00	75
69-9100-320	COMMUNICATIONS	28,270.92	29,800.00	2,961.20	20,200.87	0.00	9,599.13	68
69-9100-321	COMMUNICATIONS-911 BACKUP	10,878.16	11,595.00	0.00	625.30	0.00	10,969.70	5
69-9100-350	MAINT & REPAIR-EQUIPMENT	135.00	1,000.00	0.00	144.00	0.00	856.00	14
69-9100-351	CONTRACTED SERVICES-SOUNDSIDE	12,600.00	12,600.00	0.00	12,600.00	0.00	0.00	100
69-9100-352	MAINT AGREEMENT-SOUTHERN SOFTWARE CAD	7,567.00	7,643.00	0.00	7,643.00	0.00	0.00	100
69-9100-354	MAINT AGREEMENT-SOUTHERN SOFT MAPPING	3,216.00	3,216.00	0.00	3,216.00	0.00	0.00	100
69-9100-355	MAINT AGREEMENT-SOUTHERN SOFT PAGING	790.00	800.00	0.00	798.00	0.00	2.00	100
69-9100-356	MAINT AGREEMENT-EDGE ONE RECORDER	4,785.00	5,025.00	0.00	4,785.00	0.00	240.00	95
69-9100-357	MAINT AGREEMENT-WIRELESS COMMUNICATIONS	13,765.48	14,450.00	1,181.54	11,815.40	0.00	2,634.60	82
69-9100-358	MAINT AGREEMENT-ESRI	2,350.00	2,700.00	0.00	0.00	0.00	2,700.00	0
69-9100-359	MAINT AGREEMENT-CENTURYLINK INTRADO	8,400.00	8,820.00	0.00	8,820.00	0.00	0.00	100
69-9100-360	MAINT AGREEMENT-CENTURYLINK CENTURION	10,343.50	11,185.00	0.00	11,183.50	0.00	1.50	100
69-9100-361	MAINT AGREEMENT-EMD	3,600.00	3,600.00	0.00	3,600.00	0.00	0.00	100
69-9100-550	- CAPITAL OUTLAY- EQUIPMENT	0.00	208,500.00	0.00	0.00	0.00	208,500.00	0
<b>DEPARTMENT Total</b>		<b>109,652.94</b>	<b>325,484.00</b>	<b>4,142.74</b>	<b>88,822.03</b>	<b>0.00</b>	<b>236,661.97</b>	<b>27</b>
<b>EMERGENCY TELECOMMUNICATIONS Expend Total</b>		<b>109,652.94</b>	<b>325,484.00</b>	<b>4,142.74</b>	<b>88,822.03</b>	<b>0.00</b>	<b>236,661.97</b>	<b>27</b>

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
69	EMERGENCY TELECOMMUNICATIONS	162,822.22	21,070.12	84,280.48	109,652.94	4,142.74	88,822.03	4,541.55-



Washington County  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
70-3290-000	INTEREST ON INVESTMENTS	3,083.57	50.00	0.00	15.73	0.00	34.27-	31
70-3980-000	APPROPRIATED FUND BALANCE	0.00	54,370.00	0.00	0.00	0.00	54,370.00-	0
70-3980-010	TRANSFER FROM GENERAL FUND	33,000.00	33,000.00	0.00	33,000.00	0.00	0.00	100
<b>REAPPRAISAL Revenue Total</b>		<b>36,083.57</b>	<b>87,420.00</b>	<b>0.00</b>	<b>33,015.73</b>	<b>0.00</b>	<b>54,404.27-</b>	<b>38</b>

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
70-0000-000	FUND 70:	0.00	0.00	0.00	0.00	0.00	0.00	0
70-8600-200	- DEPTAL SUPPLIES	1,076.21	1,500.00	0.00	260.77	0.00	1,239.23	17
70-8600-330	REVAL-POSTAGE	0.00	3,500.00	0.00	0.00	0.00	3,500.00	0
70-8600-370	REVALUATION- PRINTING	0.00	3,200.00	0.00	0.00	0.00	3,200.00	0
70-8600-380	REVALUATION - ADVERTISING	72.00	300.00	0.00	156.00	0.00	144.00	52
70-8600-600	REVALUATION-CONTRACTED SERVICES	174,240.00	75,920.00	0.00	64,072.50	0.00	11,847.50	84
70-8600-601	REVAL-CONTRACTED SERVICES-DYNAMIC DATA	1,300.00	3,000.00	0.00	50.00	0.00	2,950.00	2
<b>DEPARTMENT Total</b>		<b>176,688.21</b>	<b>87,420.00</b>	<b>0.00</b>	<b>64,539.27</b>	<b>0.00</b>	<b>22,880.73</b>	<b>74</b>
<b>REAPPRAISAL Expend Total</b>		<b>176,688.21</b>	<b>87,420.00</b>	<b>0.00</b>	<b>64,539.27</b>	<b>0.00</b>	<b>22,880.73</b>	<b>74</b>

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
70	REAPPRAISAL	36,083.57	0.00	33,015.73	176,688.21	0.00	64,539.27	31,523.54-



Washington County  
Statement of Revenue and Expenditures

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
10	GENERAL FUND	14,776,473.33	837,379.53	11,875,459.61	14,129,713.45	1,171,777.23	10,296,188.23	1,579,271.38
21	CAPITAL OUTLAY-WASHINGTON CO SCHOOLS	561,138.63	60,533.80	312,661.84	400,000.00	33,333.33	299,999.97	12,661.87
30	DRAINAGE	142,395.06	49,198.39	207,912.11	106,741.01	4,450.00	184,363.24	23,548.87
33	SANITATION	1,360,304.45	58,856.68	1,200,017.97	1,400,763.90	127,924.37	910,350.60	289,667.37
35	WATER	1,465,060.40	0.00	983,858.65	1,188,844.33	90,570.81	665,224.35	318,634.30
37	EMS	2,179,210.18	75,075.29	1,391,832.63	2,027,141.35	191,330.17	1,512,209.45	120,376.82-
38	AIRPORT PROJECTS	7,122,744.88	0.00	816,302.12	7,122,744.88	0.00	816,302.25	0.13-
39	AIRPORT OPERATIONS	159,644.25	3,468.81	154,194.02	155,829.92	10,681.72	88,647.25	65,546.77
51	TRUSTEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
56	LIBRARY PROJECT GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
57	COMMERCE CENTER WATER & SEWER PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
58	PROJECTS/GRANTS FUND	0.00	0.00	20,000.00	0.00	0.00	0.00	20,000.00
59	DMV MUNICIPAL TAXES	394,044.03	20,622.64	372,657.73	394,044.03	13,984.90	348,267.37	24,390.36
60	CRF PANDEMIC RECOVERY	6,781.97	0.00	717,302.05	6,781.97	920.98	661,466.92	55,835.13
61	COMMUNITY DEVELOPMENT BLOCK GRANTS	121,476.00	6,112.00	48,088.00	121,476.00	0.00	48,088.00	0.00
62	COMMUNITY DEVELOPMENT BLOCK GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
63	TRAVEL AND TOURISM	125,093.59	12,056.92	124,931.10	101,477.92	7,371.47	80,969.51	43,961.59
67	FUND 67:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
69	EMERGENCY TELECOMMUNICATIONS	162,822.22	21,070.12	84,280.48	109,652.94	4,142.74	88,822.03	4,541.55-
70	REAPPRAISAL	36,083.57	0.00	33,015.73	176,688.21	0.00	64,539.27	31,523.54-

March 30, 2021  
01:44 PM

Washington County  
Statement of Revenue and Expenditures

Page No: 52

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
ZZ	DUMMY 1099	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Final Total	28,613,272.56	1,144,374.18	18,342,514.04	27,441,899.91	1,656,487.72	16,065,438.44	2,277,075.60

**WASHINGTON COUNTY BOARD OF COMMISSIONERS**

**AGENDA STATEMENT**

**ITEM NO: 13**

**DATE: April 5, 2021**

**ITEM: Other Items by Chairman, Commissioners, County Manager/Attorney,  
Finance Officer or Clerk**

**SUMMARY EXPLANATION:**

- Department Head Reports from March 2021
- Statistics Report from February 2021

See attached.

Department Head Reports to the Commissioners  
April 5, 2021  
Board of Commissioners' In Person & Facebook Livestreamed Meeting

Geographic Information Systems

Harry White

The GIS/Mapping Department is doing fine. The following tasks were completed by the GIS/Mapping Department

- Verified of property as recorded on deeds
- Transfer of real property,
- Land-parcel splits and recombination of property,
- Assist the general public with maps and related needs.
- Managed correspondence via phone, email
- Assist the Finance Department when needed
- Providing maps for the Tax Department
- Attended Department Head Virtual Meeting
- Attended JCPC Virtual Meeting

EMS

Jennifer O'Neal

**EMS STAFFING:**

At the time of this report, we have one Full Time Employee out of work due to COVID-19. The availability of our part time staff remains reduced due to obligations to their full time employers. The EMS Division has one opening for a Paramedic and the Transport Division has one opening for a Basic EMT. The system has continued to be covered internally with alternative staffing strategies without need for assistance from the state.

**EMPLOYEE SAFETY:**

PPE remains at a comfortable level and is sufficient to absorb a peak in call volume for approximately 9 days. EMS and Transport Providers continue to manage the daily disinfecting practices inside the bases and ambulances.

**OTHER SYSTEM BUSINESS:**

The Transport Unit reported as out of service last month has been repaired at no cost to the county by Ford and is back in service. All of the fleet is currently available for service.

Three ambulances were inspected successfully without deficiencies by the North Carolina Office of EMS this past month.

Our Paramedics continue to assist MTW Health Department with getting our citizens vaccinated. We have several home bound patients throughout Washington and Tyrrell Counties. In a combined effort between MTW and WTCEMS, we are identifying these patients and sending a Paramedic out to the home to collect information, vaccinate, and observe the patient following the vaccination for adverse reactions. This process is providing relief to those who are dependent on the ambulance for transportation from the financial burden of an ambulance bill. Currently private insurance, Medicare and Medicaid do not pay for a trip to the vaccine clinics. We are collecting data from these home visits to assist with evaluating the need for and implementation of a Community Paramedic Program.

WTCEMS received notification from Duke University that our system has been assigned to the intervention group in the RACE-CARS Trial. (**R**andomized **C**luster **E**valuation of **C**ardiac **A**rrest **S**ystems) Our team and RACE-CARS study team will work together intensively over the next 6 years to improve the care of cardiac arrest in our community. We are 1 of 57 NC counties that will be participating.

Thank you for your continued support of the Washington-Tyrrell County EMS System.



March 15, 2021  
Re: RACE-CARS Trial Randomization Assignment and Next Steps

Dear Mike Lowry and Jennifer O'Neal;

We are writing to thank you again for agreeing to participate in RACE-CARS, which is an NIH/NHLBI sponsored randomized trial focused on improving the care of patients with out-of-hospital cardiac arrest in NC. We are pleased to report that a total of 57 NC counties have agreed to participate in this study. RACE-CARS study design calls for a cluster randomization, meaning each county is considered as a whole unit and is either assigned to the intervention strategy or to the standard care strategy. This trial builds on the work we have done with you over the past 15 years on STEMI and cardiac arrest care. The RACE-CARS trial is the most ambitious effort ever funded by NIH to investigate the potential to systematically improve the care and survival of cardiac arrest at the community level.

DCRI statistical team recently completed the randomization process, and your county has been assigned to the intervention group in the RACE-CARS trial. This means that your team and RACE-CARS study team will need to work together intensively over the next 6 years to improve the care of cardiac arrest in your community. To be successful, this will require a major effort and we hope to prove scientifically that simply by using the knowledge and tools that we have in a more strategic fashion, can significantly improve the number of survivors with good neurological function in NC. By doing this in the context of a randomized trial, we expect the evidence we generate together will provide a care model for other states to follow.

The next step will be to have a brief call with you over the next two weeks to begin to lay the foundation for our work together. Before then, we will share RACE-CARS team contract information with you that will outline responsibilities and planned budget and payments. We will identify the key people working with you on this project and make plans for a series of planning meetings. In those meetings, we will define the opportunities, the barriers, and the focus of interventions in your county to assure that each patient with cardiac arrest has the greatest chance to get rapid CPR and early defibrillation.

Sincerely,

Lisa Monk  
Clark Tyson  
Chris Granger  
Daniel Mark  
Jamie Jollis  
Monique Starks  
Sana Al-Katib

DCRI RACE-CARS Project Team  
[DCRI-RACE-CARS@dm.duke.edu](mailto:DCRI-RACE-CARS@dm.duke.edu)



Recreation

Randy Fulford

No report submitted.

Elections

Dora Bell

No report submitted.

Library

Vacant

No report submitted.

Cooperative Extension

Rebecca Liverman

**Jalynne Waters – Ag Agent**

- **The 2021 Blackland Farm Manager’s Tour field day will be held (tentatively) on August 4, 2021 on Hwy 99 in Washington County this year. Our hosts will be Donald’s Air Park and Manning Bros. Farms.** Lots of time has been spent communicating with our cooperators and specialists, as well as mapping out the site to make sure we can fit all the research plots in the space efficiently.
- **Online pesticide exams have become available this month.** The program requires strong internet and a webcam. So far, four growers have called for assistance with registering and to schedule a time to take these exams in the office.
- Our office was given the opportunity to purchase some extra equipment through University funds. **We are using some of this money to purchase a UAV (drone) that will be used for insect scouting, hurricane damage assessments, identifying field drainage issues, and other things as the need arises.** Over the next few weeks, I will be working towards getting a UAV license by taking an online class.
- On March 11<sup>th</sup>, the EPA cancelled the exemption for respirator fit testing that had been put into place because of COVID-19. In simplified terms, this meant that farmers were no longer able to legally spray certain chemicals that are commonly used in mid-March until they were fitted for respirators. **With the help of the Hyde/Tyrrell County Ag agent, we were able to quickly organize and host a 4-county respirator fit testing event six working days after the cancellation of the exemption.**

## Rebecca Liverman, County Director

- Our 4-H Agent is still out on maternity leave. **I helped our state officer intern and our program assistant in the final 4-H to the Front Door Kits.** These kits have age appropriate hands-on activities, funding was provided by JCPC.
- **Together with MTW Health Dept. we are hosting a low carb pizza project.** Ingredients will be provided, but the class will be taught through FB live. Registration sold out in two days!
- Plans are underway for our livestock show May 5<sup>th</sup>, kids, animals and parents only!
- We still have strict guidance on serving food. **My web based information (How to read labels, Gluten Free Pizza and Eggs Benedict), had over 2,000 views this month.**

## Washington County Soil and Water

Martha Prinsloo

During the month of March, Soil and Water department has been doing field visits concerning drainage issues due to great amount of rainfall we have received. Due to the high-water levels, we had problems removing beaver dams. We do have many beaver dam sites all over the county we are working on right now. I have spoken to army corps about the complaints we have been receiving about drainage in Pea Ridge. We have placed mowing and tree removal contracts for the Maul Creek bank in Cherry area as well as Eddie Smith Canal. The Soil and Water Board met on Monday. A new Board member was selected locally, but approval is pending through the State. The MOU, Master Agreement, and Cost-Share contracts have been sent to Raleigh for approval. I was awarded an additional \$10,000.00 for cost-share to be encumbered prior to June 30 – the total now is \$42,000.00 for cost-share. I have requested an additional \$2,000.00 for Agwrap to install irrigation wells. County-wide drainage has been discussed with the Flood Plains Manager (Pittman). Lance Swindell has assisted me with a site visit and conference with Forestry for a flooding complaint.

## Veterans Service Officers Report

Burl Walker

No report submitted.

Tax Office  
Sherri Wilkins

Following is the monthly update to the County Manager and County Commissioners of ongoing work in the Washington County Tax Office this report includes activity for February & March:

1. Our office remains busy with the Personal Property and Business Personal Property listings. Mailings, foot traffic and phone calls.
2. In February, I watched the Commissioner's meeting on Facebook and attended the Department Head meeting through Zoom.
3. We continue to collect payments for accounts that have been referred for foreclosure – every time we get a payment, receive correspondence or are notified in any way about a property in foreclosure we notify ZLS and update the accounts in foreclosure. As information is received from Zacchaeus Legal Services (ZLS) we update the accounts.
4. Denise Jones processed the Insolvents, Refunds and Releases reports.
5. Denise Jones researched estate files at the Clerk of Court's office.
6. Assisted the taxpayers with the Tag & Tax program, handling adjustments, refunds, releases, and general questions.
7. Darlene Harrison assisted with Tax Certifications.
8. Staff continues to handle the calls regarding Republic Services and the taxpayers over trash cans, recycle bins, trash and debris pickup. As of today, we have received 136+ phone calls for the months combined.
9. Darlene Harrison and I are working on transfers from deeds being filed or from estate files. This has to be completed before the Revaluation Notices are mailed. Due to my extended time out of the office, the mailing of the notices will be in April.
10. I submitted the Statistical Reports.

Planning/Safety/Inspections/Floodplain Management  
Allen Pittman

# Permits issued	24
# Inspections	39
Plan Reviews	5
Flood Plain Reviews	7 (via phone and Walk-in requests)

- March 1 Commissioner's meeting – public hearing on 160-D updated ordinance
- March 3 Department Head meeting
- March 9/10 Discussed drainage, reviewed maps with Soil and Water and EM1

Reviewed ordinances according to Commissioners' request – re-submitted to Clerk for submission and review per 160D by Manager

Discussions with Planning Board regarding ordinances – cancelled March meeting due to IT issues

Assisted with retrieval of Prime Mover for recall updates

Assisted Soil & Water with issue regarding landowner concerns about flooding

Took one vacation day

Emergency Management  
Lance Swindell

Emergency Management Washington County

Dept. Head Report

3/26/2021

- EM continues to assist Health Dept. and Plymouth Primary Care with vaccine distribution where applicable, a PSA was sent via Hyper Reach on 3/25/21 informing all citizens through age 18 vaccines were available and to make their appointment with WRMC/Plymouth Primary Care.
- CERT assisted with vaccine distro at Health Dept. On February 19 & 20<sup>th</sup>
- EM-1 acquired through EM, a Plumcase (large capacity hotspot) for MTW clinic.
- EM-1 responded to since last report:
  - 125 South River Rd., House Fire, Homeowner's insurance took care of displacement needs. **3/9/2021**
  - 422 Jefferson Street. Plymouth, Structure (shed) Fire, Brush/Woods Fire and damage to 2 nearby homes at 10:30p.m. **3/9/2021**
  - 308 East 4th St. Plymouth, House Fire (no ins.), 2 adults displaced, Red Cross notified by EM-1 and responded. EM-1 worked with Plymouth Fire Dept.; Plymouth Police Dept.; Office of State Fire Marshal, NCDOL; SBI over the phone for investigation and information handling of this event. **3/23/2021**
- EM vehicle order- Based on info from Ford Motor Co. vehicle is in transit, more than likely April.
- Weekly Wednesday Cooperator Meetings/Call (phone) – MTW
- (EM-Statewide) Washington Co. participated with no deficiencies. Freezing Rain/Ice Event Exercise for EMPG Credits- 2/17/2021
- VIPER administration/ID for new radios and programming, send off Advanced System Key for updating. Received
- New radios have to be obtained a few at a time each year, countywide and all dept.'s who use them until 2025. Older radios such as what the majority of the county has (fire, law, EM, etc.) will not work after 2025. Money is always an issue but this is a dire need. I have received and spoke concerned words on our communication system. We are behind.

- Additional- 1 additional HAM operator has passed the written exam. More to come from Harvey West
- F-450 Prime Mover has been repaired and is back in service. Had a couple recalls.

### Register of Deeds

Tim Esolen

We are slowly transitioning to electronic recording and a more secure work environment in the office by getting printers and scanners to be kept in the staff area. Citizens, lawyers, surveyors, and title searchers can still gain access to the vault where paper records are kept and be able to maintain social distance from staff.

The Assistant Register of Deeds, Brianne Sawyer, and I have completed the training for the Notary Public Class and Ms. Sawyer has already taken her oath of office. I hope to join her shortly and we are discussing the idea of establishing another revenue stream for this office.

### Public Utilities

Doremus Luton

Updates regarding Washington County Water System and C&D Landfill are as follows:

#### Solid Waste

The landfill took in 35.44 Tons of Leaves, Brush and Limbs, 3.93 Tons of Inert Debris, .00 Tons of Scrap Metal, 74.1 Tons of Construction Debris and 4.97 tons of Scrap Tires this month.

#### Water Department

Water plant staff treated and distributed a total of 12.4 million gallons (MG). The average daily usage was .422 MG. We served 2601 accounts, billing customers for 6.811 MG of water.

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Sheriff's Office/Detention/E911

Chief Deputy Arlo Norman/Clinta Blount/Anna Johnson

Detention:

**MARCH, 2021**

<b>DEPARTMENT HEAD AGENDA REPORT</b>
--------------------------------------

- 1. UNIFIRST BROUGHT LINEN ON 03/05/2021.**
- 2. UNFIRST BROUGHT LINEN ON 03/12/2021**
- 2. ELAVATOR WENT OUT ON 03/16/2021**
- 3. ELEVATOR WAS BEING WORKED ON AND IT WAS FIXED BY THE END OF THE DAY.**
- 4. MAINTENANCE PERSONAL CAME TO CHECK ON LEAK THAT WAS LEAKING INTO COMMUNICATONS @ 7:05AM ON 3/19/21 AND AGAIN AT 8:45AM ON 03/19/21**
- 5. SHOWER RUNNING IN A-BLOCK 03/22/2021**
- 6. MAINTENANCE CAME TO TURN OFF SHOWER IN A-BLOCK BECAUSE IT KEPT RUNNING 03/22/2021**

Information Technology

Darlene Fikes

No report submitted.

Senior Center

Vanessa Joyner

No report submitted.

## Airport

Knapp Brabble

1. Business is slow due to COVID 19. This is true at all airports.
2. Roof leaking on Terminal Building in corner of ladies room. The other places did not leak in last 2 rain events.
3. Replaced 1 runway light.
4. Added some sheet metal screws on loose panels on terminal building.
5. Have started pressure washing the facade on terminal building.
6. Replaced some ceiling tiles damaged from leaks in roof. Have some ceiling stringers to replace and more ceiling tile to replace Also have removed some wall paneling that was damaged from roof leaks. Will have to replace paneling and paint plus fix molding in conference room.
7. Have been mowing some weeds.
8. Repaired door on storage building.
9. Worked on some drainage ditches.
10. Monitored installed security cable on east side of runway to try and prevent four wheelers to stay off airport property.

## Facility Services

Louis Boone

1. Installed new faucet in kitchen at the County Manager Building.
2. Installed bulbs in exit light, ceiling tiles, and mount problem button on wall in the Detention Center on the third floor.
3. Installed flush valve in the commode tank at EMS building in Creswell.
4. Installed new faucet in kitchen at the Library and installed nine (9) new emergency lights.
5. Edged walk way around Courthouse, sprayed Round-Up and trim.
6. Took building contractor around County buildings such as Airport, Dreams Provider building, Windows on the World building and the Courthouse to look at all the leaking roofs.
7. Worked on two (2) doors at the Health Department.
8. Installed ceiling tiles, exit lights ad bulbs.
9. Unclogged drain the bathroom in the Detention Center on the third floor.
10. Patched a couple of leaks on the roof of the Courthouse.
11. Repair window in Magistrate office on the second floor.
12. Took boxes of copy paper to Finance, Water Dept., Tax, Sheriff and Detention.



13. Unclogged sump pump at the Probation building as well installed light bulbs ad bulbs in the exit light fixture.
14. Cleaned out Statesberry building by throwing out anything that was no good.
15. Cleaned up at the Airport where it leaks.
16. Unclogged drain lines in the first floor bathroom eight (8) times this month.
17. The housekeeping swept, mopped, emptied trash, washed windows, vacuumed, cleaned and disinfected every day throughout the day.
18. Maintenance installed balances, light switches, light fixtures, receptacles, ceiling tiles, light bulbs, flush valves, plumbing fixtures, flush handles and commodes.

MTW Health District  
Wes Gray

(Sends daily COVID-19 updates)

Surplus Report  
Renee' Collier

### GovDeals summary for March 1– 31, 2021

**Sold Asset Report**

Washington County, NC  
Date range: 01 Mar 2021 - 31 Mar 2021

ID #	Inventory ID	Description	Category	Type	Starting Bid	Sold Amount	Bids	Auction Ended	Status	Credit Date
71	2021-02	Samsung Phone Servers	Hardware	USD	\$200.00	\$200.00	1	03 Mar 2021 12:00 PM ET	PU	
72	2021-003	Lot of Dell CPUs	Computers, Parts and Supplies	USD	\$200.00	\$200.00	1	16 Mar 2021 12:45 AM ET	PU	
					<b>\$400.00</b>	<b>\$400.00</b>				

**Asset Statuses**

Sent to Auction

ID #	Description	Bidders
70	Group of Samsung Phones (different models)	0
74	2007 Chevrolet Impala LT3 3.9L- NOT RUNNING	1

Washington County Board of Social Services  
Regular Meeting Minutes  
Tuesday, February 16, 2021

Attendance

- Board of Social Services: Julius Walker, Wendy Furlough, Paulique Horton and Rona Norman
- Staff: Clifton Hardison, Tammy Mixon, Lynn Swett and Yolanda White

Call to Order

The monthly meeting of the Washington County Board of Social Services was held on Tuesday, February 16, 2021 at 9:00 AM. Mr. Walker, Chairman, called the meeting to order and welcomed everyone.

Additions/Deletions to the Agenda

Mr. Walker asked for any additions or deletions to the agenda. None were added.

Public Comments

None were given

Consent Agenda

Paulique Horton moved to approve the consent agenda that included the January 19, 2021 regular board meeting minutes. Ms. Horton gave a second to the motion and the vote in favor of the motion was unanimous.

Introduction of New Staff

Crystal Keech introduced Kendra Foster who is our new Child Support Agent. She came from Beaufort County. Clifton introduced Anne Hathaway who is our new Permanency Planning Supervisor. Anne worked for Washington County DSS for approximately 11 years.

Director Informational Items

Administration: Barbara James, Vehicle Operator, submitted her resignation. Her health has not been good for a long time. We are currently interviewing for the Adult Services Social Worker position. We're getting ready to start working on the budget.

Day Care: We don't have the January numbers yet. We are continuing to overspend however Raleigh continues to tell us they will make this right by the end of the fiscal year.

Medicaid: Medicaid is back to normal operations. Everything is going well.

Children Services: We have 26 children in foster care but only 19 of those are actually in DSS custody. Our fatality review was completed. It was a good review. As soon as the report comes out Clifton will share that with the Board. We have approximately seven children that will most likely remain with us until they're 21 years old. When they turn 18 they have the option of going into the 18-21 program. Back in 2015 we had approximately five children in care. Around 2016 those numbers started to rise and we have had 20 or more children in care since then. Reports are coming in steadily and we are looking at the possibility of adding another permanency planning social worker.

Adult Protective Services:

There is one vacancy in the unit. The social worker we currently have is new. She is doing a great job and picking up quickly. Anne Hathaway was going back and forth between CPS and APS and helping with the extra duties. We are now trying to get another contract worker from Vanguard to fill that position.

Cap: Years ago, if someone needed a wheel-chair ramp we could help with that. That is no longer the case. Recently a family went out and built a ramp for a CAP client however they did it on their own thinking they would get reimbursed by DSS. This started in January 2020. We are trying to get to the bottom of it and complete the necessary referrals to Independent Living to try to have them reimbursed but we can't make any promises. We also tried to educate the family on what services CAP offers.

Energy Program: On February 1<sup>st</sup> we received an additional \$70,000 for LIEAP and \$15,000 for CIP. The commissioners have to approve the budget amendments to include these amounts in the budget. We are continuing to take applications for both LIEAP and CIP.

Child Support:

Crystal Keech and Tammy Mixon are continuing to meet together each month to resolve the issues in which referrals were not made from Medicaid to Child Support due to a glitch in NC FAST. This should make some difference in Child Support collections.

Riverlight Transit: We have a vacancy coming up in Riverlight Transit but we also have a driver who is quarantined until next month. The coordinator is having to do double duty with driving a vehicle and doing her administrative duties.

Director's PowerPoint presentation and spreadsheet reports are attached.

Adjournment

Ms. Horton made a motion to adjourn and Ms. Norman gave a second to the motion. There being no further business to come before the Board, Mr. Walker adjourned the meeting.

Respectively submitted,  
Julius Walker, Chairman

Submitted by Cathy Ange

**WASHINGTON COUNTY  
BOARD OF SOCIAL SERVICES  
MEETING  
TUESDAY, MARCH 16, 2021  
9:00 AM**

**CONFERENCE ROOM  
WASHINGTON COUNTY  
DEPARTMENT OF SOCIAL  
SERVICES**

**209 EAST MAIN ST  
PLYMOUTH, NC 27962**



**WASHINGTON COUNTY BOARD OF SOCIAL  
SERVICES MEETING AGENDA  
TUESDAY, March 16, 2021  
9:00 AM**

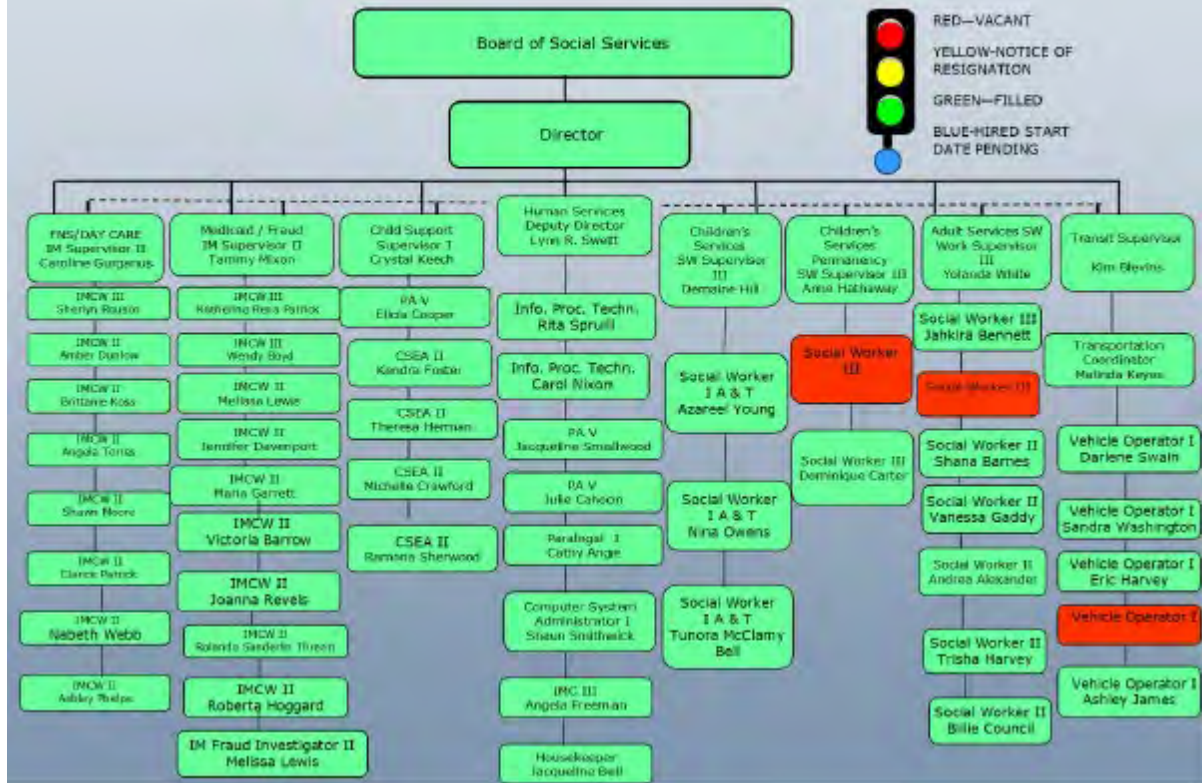
1. WELCOME AND CALL TO ORDER -*CHAIR, JULIUS WALKER*
2. ADDITIONS OR DELETIONS TO THE AGENDA  
- *CHAIR, JULIUS WALKER*
3. PUBLIC COMMENTS - *CHAIR, JULIUS WALKER*
4. CONSENT AGENDA - *CHAIR, JULIUS WALKER*
  - A. OPEN MEETING MINUTES - February 16, 2021
5. BUDGET REVIEW - *LYNN SWETT*
6. DIRECTOR'S REPORT - *CLIFTON HARDISON*
7. OTHER ITEMS BY BOARD MEMBERS OR DIRECTOR- NEXT  
MEETING - Tuesday, April 20, 2021 AT 9:00 AM
8. ADJOURN - *CHAIR, JULIUS WALKER*

## Agenda Item 7: Consent Agenda

The consent agenda contains items that may be considered at one time and can be approved with one motion. These items may include the minutes of previous open meetings and closed meetings, budget amendments or other items that board members may deem to be approved with little or no discussion.

- Board members may add, delete or change any items that appear on the consent agenda. If any board member desires to discuss or vote separately on any item placed on the consent agenda, the item may be removed and placed on the regular agenda.
- If board members agree with the items placed on the consent agenda and they do not desire to discuss or remove any of the items, all of the items on the consent agenda may be approved with one vote. The consent agenda may be approved as presented with one motion. A second to the motion is required and the board will need to vote on the motion.
- If corrections must be made to Closed Session meeting minutes, a Closed Session will be needed to discuss them. If there are no corrections, the motion approving the minutes of the Regular Session minutes will also include the Closed Session minutes.
- Items on the consent agenda may be acted and voted upon individually also. The board will decide whether or not to consider consent agenda items individually.

# WASHINGTON COUNTY DSS ORGANIZATIONAL CHART



# DIRECTOR'S REPORT

- ☐ \* ADMINISTRATION/FINANCE
- ☐ \* FOOD & NUTRITION SERVICES
- ☐ \* CHILD CARE
- ☐ \* MEDICAID
- ☐ \* PROGRAM INTEGRITY
- ☐ \* CHILD WELFARE
- ☐ \* ADULT PROTECTIVE SERVICES
- ☐ \* IN-HOME SERVICES
- ☐ \* WORK FIRST EMPLOYMENT SERVICES
- ☐ \* WORK FIRST CASH ASSISTANCE
- ☐ \* ENERGY PROGRAMS
- ☐ \* CHILD SUPPORT SERVICES
- ☐ \* RIVERLIGHT TRANSIT



## Upcoming Audits/Monitorings

None

## Audit/Monitoring Findings

- ❑ Child Care Monitoring is on its final documentation. Deadline for completion is October, 2021.
- ❑ Child Welfare/Foster Care is on its final documentation. Deadline for rebuttal/appeal is April 10, 2021.
- ❑ Fiscal monitoring is on its final documentation.
- ❑ APS/Guardianship Programmatic review is in progress.
- ❑ Last phase of REDA audits for Medicaid have been completed.

## Fatality Review Results

- ▣ Fatality Review has been completed. A copy has been provided to the Board.

# COMMENTS? QUESTIONS?



DIRECTOR'S TRAVELS  
no plans

ADMIN. FY 20-21		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Staff Level	57	56	53	54	54	55	56	55	54				
Vacancies		1	4	3	3	2	1	2	3				
Front Desk Visits		185	248	222	200	171	207	369	207				
<b>FINANCIAL</b>													
Expenditures from 1571	\$2,525,701	\$334,392	\$299,286	\$305,071	\$276,565	\$276,527	\$331,352	\$368,190	\$334,317				
Percentage Remaining		86.00%	80.00%	73.00%	68.00%	62.00%	48.00%	45.00%	39.00%				

FNS FY 20-21	YTD TOTALS	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Individuals Served		3,032	3,059	3,078	2,992	2,980	3,044	3,040	3,066				
Benefits	\$4,883,526	\$976,316	\$940,446	\$778,154	\$548,444	\$545,070	\$533,438	\$552,860	\$611,792				
Applications Taken	424	48	48	34	58	74	55	50	57				
Reviews Completed	634	86	1	114	166	53	45	29	40				

CHILD CARE FY 20-21	YTD TOTALS	June Service Month	July Service Month	August Service Month	Sept Service Month	Oct Service Month	Nov Service Month	Dec Service Month	Jan Service Month	Feb Service Month	March Service Month	April Service Month	May Service Month
Children Served													
Waiting List		93	47	52	52	33	36	27	34				
Benefit Amount	\$787,055												
Total Benefit Issued	\$ 617,568	\$ 88,760	\$ 81,467	\$ 85,055	\$ 74,748	\$ 77,653	\$ 69,717	\$ 68,925	\$ 71,243				
Benefit Remaining	\$169,487												

MEDICAID FY 20-21	Monthly Totals	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Individuals Served		4,515	4,516	4,529	4,537	4,550	4,570	4,565	4,502				
Applications Taken		312	26	91	39	33	45	53	50	33			
Reviews Completed		1,782	279	237	162	174	187	216	220	287			

PROGRAM INTEGRITY FY 20-21		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
<b>Claims-On Going</b>													
	FNS	71	73	74	72	71	71	71	69				
	Medicaid	2	2	2	2	2	2	2	2				
	WFFA	4	4	4	4	4	3	3	3				
	Child Care	12	12	12	12	12	12	12	12				

CHILD PROTECTIVE SERVICES FY 20-21		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Total Children involved with Foster Care		18	30	19	26	28	28	26	26				
Total Children in DSS Custody						19	19	17	17				
Total Children not in DSS Custody						9	9	9	9				
Reports Received		4	6	7	5	4	3	6	10				
Children in Assessments/ Investigations		10	20	41	37	40	42	41	48				

ADULT PROTECTIVE SERVICES FY '20-21		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Reports Received		8	8	7	9	6	3	9	5				
Total Active Cases		7	6	5	2	6	7	5	7				
Guardianship Cases		5	5	5	5	5	5	5	5				

IN HOME SERVICES FY 20-21		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
In Home Aid Clients		9	9	11	11	11	10	9	9				
In Home Aid Inquiry List		20	23	27	20	20	20	4	4				
Special Assist In Home Aid Clients		0	0	0	0	0	0	0	0				
Community Alternatives Program for Disabled Adult Clients (CAP)		56	57	57	56	56	58	53	54				
CAP Waiting List		6	4	6	6	11	5	3	3				

Work First Employment & Cash Assistance FY 20-21	ytd Totals	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Cash Benefits Issued	\$48,158	\$6,247	\$7,134	\$5,594	\$6,460	\$5,169	\$5,886	\$5,569	\$6,099				
Emergency Assist Issued	\$ 6,156	\$ 500	\$ 697	\$ 475	\$ 880	\$ 143	\$1,610	\$ 1,051	\$ 800				
Employment Assist Issued	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
Community Med Suppt	\$459	\$0	\$0	\$33	\$63	\$48	\$76	\$64	\$175				
Applications Taken	10	0	1	3	2	1	2	1	0				
Single Parent Caseload		9	11	10	9	9	8	8	8				
Two Parent Caseload		0	0	0	0	0	0	0	0				
Child Only Cases		23	22	22	21	20	21	21	22				
200% of Poverty Cases		11	8	8	6	3	0	1	0				
TOTAL OPEN CASES		43	41	38	34	31	29	30	30				

ENERGY PROGRAMS FY 20-21	Balance	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
CIP Apps	96	12	22	1	0	3	15	22	21				
CIP Paid	\$32,210	\$3,706	\$11,843	\$1,150	\$427	\$0	\$2,851	\$4,300	\$7,933				
CIP remaining balance	\$ 64,371												
LIEAP Apps		0	0	0	0	0	42	64	25				
LIEAP paid	\$ 145,800	\$0	\$0	\$0	\$0	\$0	\$62,600	\$52,700	\$30,500				
LIEAP remaining balance	\$ 63,923												

CHILD SUPPORT- WASHINGTON CO. FY 20-21	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Caseloads	1,176	1,167	1,163	1,160	1,158	1,181	1,194	1,194				
Paternity Established	41	2	1	8	11	2	3	4	10			
Total Collections	\$1,012,008	\$148,210	\$157,157	\$116,503	\$120,188	\$125,625	\$121,233	\$103,542	\$119,568			
Orders Established	31	3	0	8	6	2	4	1	7			
<b>CHILD SUPPORT- TYRRELL CO.</b>												
Total Caseload		209	209	209	211	209	207	207	205			
Paternity Tests Performed	3	1	0	0	0	0	1	0	1			
Total Collections	\$255,675	\$46,491	\$51,219	\$83,791	\$42,405	\$29,815	\$28,739	\$25,853	\$27,382			



RIVERLIGHT TRANSIT FY 20-21	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Monthly Unduplicated Riders	86	79	74	76	77	69	78	71				
Medicaid Transportation	59	57	55	56	51	52	60	52				
Roanoke Development Center	0	0	0	0	0	0	0	0				
Senior Center	0	0	0	0	0	0	0	0				
Rural General Public	18	13	14	13	19	10	12	11				
Other (DDS, WF, EDTAP)	9	7	5	7	7	7	6	8				

RIVERLIGHT TRANSIT FY 20-21	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Monthly One- Way Passenger Trips	417	336	342	361	357	347	349	374				
Roanoke Development Center	0	0	0	0	0	0	0	0				
Medicaid Transportation	285	246	262	259	242	241	245	273				
Senior Center	0	0	0	0	0	0	0	0				
Other (DDS, WF, EDTAP)	74	45	44	62	56	70	60	65				
Rural General Public	58	45	36	40	59	36	44	36				

**DETENTION**  
**FY20-21**  
**Incarcerations by County**

		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
		43	42	34	37	35	41	44	28	37	0	0	0	341
<b>WASHINGTON</b>	Male	37	34	26	30	27	37	33	23	27				274
	Female	3	5	5	4	5	1	8	1	7				39
<b>CHOWAN</b>	Male	1	1	1	1	1	1	1	1	1				9
	Female	0	0	0	0	0	0	0	0	0				0
<b>HYDE</b>	Male	0	0	0	0	0	0	0	0	0				0
	Female	0	0	0	0	0	0	0	0	0				0
<b>MARTIN</b>	Male	0	0	0	0	0	0	0	0	0				0
	Female	0	0	0	0	0	0	0	0	0				0
<b>BEAUFORT</b>	Male	0	0	0	0	0	0	0	0	0				0
	Female	0	0	0	0	0	0	0	1	0				1
<b>PITT</b>	Male	0	0	0	0	0	0	0	0	0				0
	Female	0	0	0	0	0	0	0	0	0				0
<b>HERTFORD</b>	Male	0	0	0	0	0	0	0	0	0				0
	Female	0	0	0	0	0	0	0	0	0				0
<b>NASH</b>	Male	0	0	0	0	0	0	0	0	0				0
	Female	0	0	0	0	0	0	0	0	0				0
<b>SMCP</b>		2	2	2	2	2	2	2	2	2				18
<b>US PRISON TRANSPORT</b>	Male	0	0	0	0	0	0	0	0	0				0
	Female	0	0	0	0	0	0	0	0	0				0

# EMERGENCY MEDICAL SERVICES (EMS)

FY20-21

## Washington County

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
Dispatched	162	188	122	151	128	161	187	132					1231
Transported	114	143	93	111	85	108	123	89					866
Refusals	48	45	29	40	53	53	64	43					375
<b>Transport Washington</b>													
Hospital to Hospitals	1	1	0	0	2	3	3	1					11
SNF to Doctors	124	117	139	88	80	79	95	101					823
Hospital Discharges	10	7	4	11	12	11	15	13					83
EMS Back Up	0	3	2	3	5	3	3	2					21

## Tyrrell County

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
Dispatched	50	54	46	54	43	50	54	67					418
Transported	28	39	29	40	32	39	38	47					292
Refusals	22	15	17	14	11	11	16	20					126
<b>Mutual Aid Hyde</b>													
Dispatched	2	0	0	3	1	0	1	0					7
Transported	0	0	0	2	1	0	0	0					3
Refusals	2	0	0	1	0	0	0	0					3

**PLANNING AND ZONING  
FY20-21  
Inspections and Fees**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
<b>Building</b>	\$2,385.00	\$ 3,429.40	\$ 2,689.00	\$ 3,091.00	\$ 1,670.00	\$ 2,672.10	\$ 2,371.30	\$ 3,127.00					\$ 21,434.80
<b>Zoning</b>	\$ 175.00	\$ 75.00	\$ 175.00	\$ 150.00	\$ 25.00	\$ 50.00	\$ 50.00	\$ 100.00					\$ 800.00
<b>Reinspect</b>	-	\$ 250.00	\$ 250.00	\$ 525.00	\$ 175.00	\$ 225.00	\$ 350.00	\$ 375.00					\$ 2,150.00
<b>SWUF</b>	\$139.52	\$ 114.60			\$ 45.84			\$ 252.08					\$ 552.04
<b>HO Recovery Fee</b>	-	\$ 10.00		\$ 10.00	\$ -	\$ 10.00	\$ 10.00	\$ 10.00					\$ 50.00
<b>Total</b>	<b>\$2,699.52</b>	<b>\$3,879.00</b>	<b>\$3,114.00</b>	<b>\$3,776.00</b>	<b>\$1,915.84</b>	<b>\$2,957.10</b>	<b>\$2,781.30</b>	<b>\$3,864.08</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$24,986.84</b>





**TAX  
FY20-21**

	July	Aug.	Sept.	Oct.	Nov.	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
<b>Collections</b>													
Amount*													\$ -
Current Year Tax	\$ 2,337,198.31	\$ 1,250,581.12	\$ 236,876.63	\$ 190,481.13	\$ 333,647.20	\$ 1,273,674.29	\$ 1,042,863.78	\$ 107,100.11					\$ 6,772,422.57
Current Yr Discount	\$ (46,670.76)	\$ (14,847.28)	\$ (135.05)	\$ -	\$ -	\$ -	\$ -	\$ -					\$ (61,653.09)
Current Year Penalty	\$ 1,400.47	\$ 814.41	\$ 462.73	\$ 91.35	\$ 106.59	\$ 820.96	\$ 1,281.88	\$ 192.66					\$ 5,171.05
Current Year Interest	\$ -	\$ 526.34	\$ -	\$ -	\$ -	\$ 229.55	\$ 2,820.82	\$ 3,301.58					\$ 6,878.29
Watershed Tax Current Yr	\$ 27,683.97	\$ 14,573.37	\$ 2,735.71	\$ 2,169.78	\$ 3,926.87	\$ 16,360.18	\$ 12,450.22	\$ 1,303.77					\$ 81,203.87
Watershed Discount	\$ (553.10)	\$ (174.31)	\$ (1.49)	\$ -	\$ -	\$ -	\$ -	\$ -					\$ (728.90)
Watershed Penalty	\$ 16.42	\$ 9.82	\$ 5.45	\$ 1.05	\$ 1.50	\$ 9.71	\$ 14.95	\$ 1.30					\$ 60.20
Watershed Interest	\$ -	\$ 5.88	\$ -	\$ -	\$ -	\$ 3.03	\$ 26.73	\$ 33.74					\$ 69.38
Prior Year Tax	\$ 42,628.27	\$ 46,535.07	\$ 39,343.60	\$ 58,500.96	\$ 15,601.85	\$ 16,167.17	\$ 30,181.66	\$ 16,924.30					\$ 265,882.88
Prior Year Penalty	\$ 89.33	\$ 324.00	\$ 161.14	\$ 123.11	\$ 102.97	\$ 38.80	\$ 43.92	\$ 10.16					\$ 893.43
Prior Year Interest	\$ 6,255.44	\$ 6,723.67	\$ 5,549.21	\$ 8,820.44	\$ 2,995.28	\$ 3,210.83	\$ 4,412.01	\$ 3,448.54					\$ 41,415.42
Prior Year Watershed	\$ 398.89	\$ 405.22	\$ 440.67	\$ 533.88	\$ 141.74	\$ 137.18	\$ 354.86	\$ 91.00					\$ 2,503.44
Prior Year WS Penalty	\$ 0.57	\$ 4.11	\$ 1.91	\$ 0.32	\$ 0.12	\$ 0.17	\$ 0.46	\$ 0.04					\$ 7.70
Prior Year WS Interest	\$ 475.54	\$ 398.14	\$ 509.29	\$ 359.30	\$ 245.50	\$ 152.48	\$ 315.91	\$ 185.80					\$ 2,641.96
Bad Checks	\$ -	\$ (268.13)	\$ -	\$ -	\$ 304.18	\$ -	\$ -	\$ -					\$ 36.05
Prepayments	\$ 1,271.40	\$ 1,611.64	\$ 2,101.96	\$ 1,303.25	\$ 1,672.38	\$ 1,913.00	\$ 4,359.85	\$ 2,399.76					\$ 16,633.24
<b>TOTAL</b>	<b>\$ 2,370,194.75</b>	<b>\$ 1,307,223.07</b>	<b>\$ 288,051.76</b>	<b>\$ 262,384.57</b>	<b>\$ 358,746.18</b>	<b>\$ 1,312,717.35</b>	<b>\$ 1,099,127.05</b>	<b>\$ 134,992.76</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,133,437.49</b>
<b>Advalorem Garnishments</b>													
Initiated		5	2	1	-	0	0	0					8
Amount		\$ 7,331.36	\$ 3,478.13	\$ 8,626.40	\$ -	\$ -	\$ -	\$ -					\$ 19,435.89
Satisfied/Cancelled		1	3	2	-	0	0	0					6
Amount		\$ 1,370.02	\$ 6,695.98	\$ 3,377.05	\$ -	\$ -	\$ -	\$ -					\$ 11,443.05
* Bank Attachments are usually in/out the same month - the bank either pays or sends a notice that no funds are available.													
<b>Tax and Tag Collections</b>													
	\$ 76,887.06	\$ 72,924.46	\$ 74,644.62	\$ 72,384.94	\$ 54,593.16	\$ 76,425.92	\$ 70,847.31	\$ 72,567.45					\$ 571,274.92
<b>Solid Waste Fees</b>													
							\$ -						\$ -
Billed Current Yr	\$ 1,081,025.00						\$ -						\$ 1,081,025.00
Collected Current Yr	\$ 370,746.01	\$ 94,294.39	\$ 49,511.92	\$ 44,869.90	\$ 54,921.17	\$ 177,353.76	\$ 88,549.89	\$ 32,086.35					\$ 912,333.39
Bad Checks	\$ -	\$ -	\$ -	\$ -	\$ 550.00	\$ -	\$ -	\$ -					\$ 550.00
<b>TOTAL</b>	<b>\$ 370,746.01</b>	<b>\$ 94,294.39</b>	<b>\$ 49,511.92</b>	<b>\$ 44,869.90</b>	<b>\$ 55,471.17</b>	<b>\$ 177,353.76</b>	<b>\$ 88,549.89</b>	<b>\$ 32,086.35</b>					<b>\$ 912,883.39</b>
<b>Drainage Fees - Eddie Smith</b>													
Billed Current Yr	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Collected Current Yr	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prior Yrs Collected	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Drainage Fees - Other</b>													
Collected Current Yr	\$ 23,410.50	\$ 13,404.38	\$ 16,958.76	\$ 13,728.58	\$ 22,494.83	\$ 44,125.56	\$ 42,912.37	\$ 35.71					\$ 177,070.69
<b>Town Collections</b>													
DMV													\$ -
Creswell Levy	\$ 15,612.13	\$ 5,756.68	\$ 3,546.00	\$ 1,421.64	\$ 36,426.08	\$ 36,426.08	\$ 8,315.17	\$ 588.07					\$ 108,091.85
<b>TOTAL</b>	<b>\$ 15,612.13</b>	<b>\$ 5,756.68</b>	<b>\$ 3,546.00</b>	<b>\$ 1,421.64</b>	<b>#NAME?</b>	<b>\$ 36,426.08</b>	<b>\$ 8,315.17</b>	<b>\$ 588.07</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 108,091.85</b>
<b>TOTAL TAX DEPOSIT</b>	<b>\$ 2,856,850.45</b>	<b>\$ 1,493,602.98</b>	<b>\$ 432,713.06</b>	<b>\$ 394,789.63</b>	<b>#NAME?</b>	<b>\$ 1,647,048.67</b>	<b>\$ 1,309,751.79</b>	<b>\$ 240,270.34</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#NAME?</b>





WASHINGTON COUNTY BOARD OF COMMISSIONERS  
AGENDA STATEMENT

**ITEM NO: 14**

**DATE: April 5, 2021**

**ITEM: Closed Session**

**SUMMARY EXPLANATION:**

Mr. Potter would like to have the following Closed Sessions.

Closed Sessions have been scheduled according to NCGS§143-318.11(a)(3)--attorney-client privilege; NCGS 143-318.11(a)(4) to discuss the location or expansion of industries or other businesses in the area, et. Seq.