

**Board of Commissioners  
Meeting  
July 6, 2021**



WASHINGTON COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING  
JULY 6, 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  
Additions / Deletions
- Item 1 6:05 PM Consent Agenda
- a) Approval of Minutes
  - b) Tax Refunds & Releases and Insolvent Accounts
  - c) Reso2021-012 Adoption of Bond Order
  - d) Update to Riverlight Transit's Drug Testing Policy
- Item 2 6:15 PM Public Forum (3-minute limit per speaker)
- Item 3 6:25 PM Tax Collector's Report and Annual Settlement Report, Ms. Sherri Wilkins, Tax Administrator
- Item 4 6:35 PM Department Information Update: Travel & Tourism Authority and the NC Black Bear Festival, Mr. Tom Harrison, TTA Director
- Item 5 6:55 PM American Rescue Plan Act (ARPA) Discussion, Mr. Curtis Potter, CM/CA
- Item 6 7:10 PM Designation of Voting Delegate to the NCACC's Conference and to the NACo Conference, Ms. Julie J. Bennett, Clerk to the Board
- Item 7 7:20 PM Boards & Committees, Ms. Julie J. Bennett, Clerk to the Board
- Item 8 7:30 PM Finance Officer's Report, Budget Amendments/Budget Transfers, Ms. Missy Dixon, Finance Officer
- Item 9 7:40 PM Other Items by Chair, Commissioners, CM/CA, Finance Officer or Clerk
- Item 10 7:50 PM Closed Session has been scheduled according to NCGS§143-318.11(a)(3) (attorney-client privilege), and NCGS §143-318.11(a)(6) (personnel)

RECESS/ADJOURN

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

**ITEM NO: 1**

**DATE: July 6, 2021**

**ITEM: Consent Agenda**

**SUMMARY EXPLANATION:**

- a) Approval of Minutes from May 24, June 7 & June 14, 2021 meetings  
See attached.
- b) Tax Refunds & Releases and Insolvent Accounts  
See attached.
- c) RESO2021-012 Adoption of Water Bond Order  
See attached.
- d) Update to Riverlight Transit's Drug Testing Policy. Per Ms. Lynn Swett, DSS Assistant Director: "The noted changes from the previously adopted policy in February 2020 is the definitions of drugs, prescription, legal and illegal. With the legalization of Marijuana in some states, the FTA now requires specific wording to indicate that any drug that alters one's cognitive abilities still be classified as unacceptable for persons in safety sensitive positions."  
See attached.

May 24, 2021

The Washington County Board of Commissioners met in a Recessed Meeting on Monday, May 24, 2021 at 5:00 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 and Clerk to the Board Julie J. Bennett. Finance Officer Missy Dixon was unable to attend.

Chair Sexton called the meeting to order.

ADDITIONS/DELETIONS: Chair Sexton added Item 3 Closed Session for attorney-client privilege NCGS 143-318.11(a)(3).

FY22 BUDGET WORKSESSION: Mr. Potter said that the Public Utilities Director and the EMS Director are here if Commissioners would like to start with them. The Board wanted to start with EMS (Tab 37).

Mr. Potter explained the first table is for revenues for both EMS and Non-Emergent Transport. The next table is for expenditures that are EMS without the Transport expenses. Justifications and supporting documents are here also. There is no capital outlay in this year's budget for EMS. (They may be asking to replace one transport vehicle next year and ½ of the stretchers.)

Chair Sexton asked if the fund balance on the first page is correct. Mr. Potter explained. Chair Sexton said it looks like this is the lowest amount that the County has had to pull out of the fund balance for EMS. Discussion ensued regarding the CARES ACT FUNDING. Ms. O'Neal, EMS Director, said she was very careful in what she spent with that money. Mr. Potter did say that Transport was holding their own. Chair Sexton asked if what is going on at the hospital helps us. Ms. O'Neal said when the hospital was on diversion it helped the County some. Washington Regional Medical Center (WMRC) has done a lot of work in the EMS Station there and provided computers and internet which has reduced EMS bills. Ms. O'Neal said she has talked to Mr. Avignone (CEO of WMRC) and he said he wants to put a shower and kitchenette in the EMS Station and expand the sleeping area. Ms. O'Neal said she thinks the citizens are starting to trust the hospital again. Commissioner Keyes gave kudos to EMS staff—she has heard lots of good things about them and how they do their jobs. Chair Sexton asked about the line item named Fuel. Ms. O'Neal said it was decided to change the previous name of that line item since it was mostly spent on fuel for the ambulances. Only a few of the County's ambulances still run on diesel. Ms. O'Neal also said EMS now has departmental supplies for EMS and Transport.

Ms. O'Neal thanked the Board for their support of EMS.

Mr. Potter said the Landfill is Tab 33 and Mr. Doremus Luton, Public Utilities Director is here to answer any questions the Board may have about this budget. Mr. Potter started the discussion about the Landfill. Chair Sexton asked what the \$92,691 is for. Mr. Potter said that it is there to be appropriated, but if not used, it will roll over to next year. Chair Sexton asked if the Landfill is taking away the scrap metal. Mr. Potter said sometimes the Landfill waits until it has a lot to take or sometimes they take it as they get it. They used to have a contractor remove it for us, but the County would lose money if a contractor did it. The Inspector will also tell the Landfill Director when there is too much scrap at the Landfill and that it needs to be removed. Mr. Potter said the County is looking to reduce the amount from 8,000 lbs. (4 tons) per account to 4,000 lbs. (2 tons) per account and this might bring in more revenue. Discussion ensued.

Under Tab 35, the water system was discussed next. Mr. Potter said of note, there is no increase planned in the water rate. The County is under review on the integrity of its water system. Commissioner Johnson asked is the County working on changing its policy regarding water cutoffs. Mr. Potter said the water cutoffs have been dropping every month. Mr. Potter said he would rather have this conversation when the Finance Officer is in attendance. Commissioner Johnson said she thought one of the issues was where someone paid their bill at 5:00 PM on the 15<sup>th</sup> and their water wouldn't get cut back on until the next day. Discussion ensued. Mr. Potter said the Water Dept. has started calling those who didn't pay their bill on the due date to let them know if they don't pay by the 15<sup>th</sup> that their water will be cut off along with the Hyper-Reach messages going out. Mr. Potter said he feels this is helping to cut down the number of cutoffs. Chair Sexton asked where is the security fence going to go. Mr. Luton said it's going up around the whole facility (all around the plant). They don't want people tampering with the County's water system.

Mr. Potter went on to discuss the School System, Tab 26, Fund 21. The information should read \$240,000.

Next was drainage, Tab 34. Mr. Potter reminded everyone that there will be a public hearing at the June 7 meeting on the Eddie Smith Service District.

Next is Tab 38 which is the Airport for projects and Tab 39 for operations. Mr. Potter said the County may need to use some of these funds if the County decides to build a new terminal. Mr. Potter said there is also the possibility of selling timber from the airport for revenue. The FAA has indicated that the County may need to cut down some trees. There is also a ditch mower request and after touring the airport, Mr. Potter said he can see that there is a need for this; however, Chair Sexton said the County should contract it out because a ditch mower is a difficult machine to maneuver. Mr. Potter said he is hoping to have an Advisory Committee meeting of the Airport and that will be a topic of discussion. Mr. Potter suggested leaving the funds in the budget and possibly use it for a contractor. (He can move it within the line items.) Chair Sexton said even after trees are cut, ditches and land still need to be maintained. Commissioner Johnson and Chair Sexton each said they would like to be on the Airport Advisory Committee.

Tab 24, Social Services, Fund 51, flows through a trust account which is required now to be in the Budget Ordinance and will get its own Tab with approximately \$130,000 in it.

Mr. Potter said Fund 57 is not in the budget book for the CARES ACT FUND. Mr. Potter said there is nothing to use going forward, but will put the new ARP funds in there.

Mr. Potter said Fund 34, Tab 40 is the TTA. Their budget is \$161,000.

Mr. Potter said Fund 69, is the 911 Fund, Tab 41. The capital outlay line contains the PSAP upgrade. The remainder will be in next year's budget for new consoles. Commissioner Keyes asked would this upgrade help for the firefighters to get calls in the east end of the County. Commissioner Keyes said 911 had been using a patch, but it doesn't seem to be working. Mr. Potter said he will ask Ms. Fikes about it. Mr. Potter will be looking for ways to use the ARP funds to help since many firehouses were not able to hold fundraisers this past year due to COVID. Commissioner Keyes reminded everyone that our firefighters are all volunteers.

Mr. Potter said Fund 70, Tab 42 is for revaluation. There was an increase from \$33,000 to \$40,000/year because the cost of performing revals has increased. There has been more activity in this fund for last year and this year.

Mr. Potter said Tab 2 is for Budgetary Comparisons/Summaries. Commissioner Johnson had some questions. She asked about the increase in the insurance. Mr. Potter said the insurance company quoted us the workers comp and property piece separately and we've already gotten the cost for this year and the increase comes from having newer vehicles on the policy and higher rates for workers comp. Also, Commissioner Johnson said she was under the impression that the Albemarle Commission was not going to increase their fees. Mr. Potter said it is broken down in the general fund. Commissioner Johnson said she knows they had to increase the Senior Nutrition Meals program. Mr. Potter said look at Tab 32, Essential Services, it lists the total amount for the Albemarle Commission at \$13,088 and it has been broken down.

Commissioner Johnson had questions about the Commerce Building budget. She asked Mr. Potter if the County has finished with that debt. Mr. Potter said YES! Mr. Potter said since that debt has been paid the County is looking at refinancing the water bond. The rate now is 3.7% and could be reduced to 1.9% and that could save the County \$50,000 a year. Chair Sexton asked how much insurance the County has on the Commerce Building.

Chair Sexton asked about the Security at the Courthouse. Mr. Potter said it falls under Buildings/Facilities, Tab 13, Contracted Services-Courthouse Security—the County was able to use CRF funds for some of the salary for the guards during COVID-19. Chair Sexton said he feels he and Mr. Potter should meet with the judge to discuss the Courthouse security. Chair Sexton feels the Security Service is a waste of money. He would rather give extra money to the Sheriff's Dept. and have one of the County's deputies handling Security. Chair Sexton sees them not doing anything anytime he comes up here to pay his bills. Mr. Potter said a lot of bad things have happened in courthouses across the country. Mr. Potter said he will reach out to Judge Sermons. Mr. Potter needs to talk to him about mask mandates anyway. Chair Sexton said he doesn't feel we need the guards there every day, maybe just on court days. Commissioner Walker said in this day and time you never know what may happen and the County needs security in the Courthouse. Things happen when you least expect it...not just across the country, but even in our own backyard. People are always looking for opportunities. Mr. Potter said he has talked with the Sheriff about this before and it is challenging. Mr. Potter said he would rather have the Sheriff at the meeting to discuss this. Mr. Potter also said he would like to talk to Judge Sermons first. Chair Sexton said there does need to be discussions on this. Chair Sexton also asked about the Probation/Parole building that the County still leases. Mr. Potter said it's still in the budget. Mr. Potter said installation of the phones and internet for EMS in the Strader

Building was just completed and EMS is working out of that office. Ms. Mary Moscato will move over to Ms. O'Neal's previous office that she was using in the County Manager's Administration Building and then Ms. Moscato's previous office will be used by the Emergency Management Director and our offices and the Commissioners' Room will become the EOC. Planning & Safety will move to the Strader Building while the building at the Airport is being worked on for them to move out there.

Mr. Potter then went on to discuss the Capital Improvement Plan (CIP), Tab 46.

FY22 CAPITAL IMPROVEMENT PLAN LIST (DRAFT v 5.24.21)

QP ITEM	FUND	DEPT	DESCRIPTION	TOTAL ESTIMATED PROJECT COST	MGR SCORE	FY22 BOARD APPROV						FUNDING SOURCES	NOTES		
						FY22 REC	FY23 GF	FY23 REC	FY24 REC	FY25 REC	FY26 REC				
1	30-GF	TAX	Tax Assessment & Collections Software	180,000	2	180,000	180,000		80,000				GF Balance; consider spreading over multi yrs	Estimate based on old vendor proposal. MGR Recommends Fall 2021 RFP to solicit competitive bids for BOCC review and vendor presentations	
2	30-GF	TAX	Eag Review Pictometry Software	86,000	3	0	0		TBD	TBD	TBD	TBD	General Fund Balance; Potential Grant Funding?	Benefits Tax assessment, GS, ES11, EM; MGR Recommends a fall 2021 RFP for competitive bids and/or presentations to staff and BOCC to demonstrate benefits and discuss costs/QP inclusion. Prior vendor indicated ability to spread costs over 3 installments.	
3	10-GF	RDD	Replacement of 1 server, 3 PCs, 1 Large Format Scanner	25,000	2	25,000	25,000						GF Balance	Paid from restricted RDD funds already in GF Balance	
4	30-GF	IT	Del TR40 Tower Server Replacement	30,000	3	30,000	30,000						GF Balance; ARP?		
5	10-GF	IT/AS	Replace County Phone System	30,000	3	30,000							GF Balance		
6	30-GF	IT	Additional Contracted IT Services	30,000	3	0	0						GF Balance; ARP?		
			<b>BUILDING &amp; GROUNDS MAINTENANCE</b>	<b>381,000</b>	<b>265,000</b>	<b>155,000</b>	<b>0</b>								
7	10-GF	FAC	Courthouse Roof Repairs (4 of 6 sections)	150,000	1	150,000	150,000						GF Balance	Roof takes priority	
8	10-GF	FAC	Courthouse Aerialing	10,000	4	0	0		10,000					State Funding Over 50% recouped on CAP	Attempt to RFP w/ other repaving opportunities in fall of 2021
9	10-GF	DES	Repaving DES	6,800	3	50,000	50,000							Consider Grant Opp	
10	10-GF	SENIOR	Repaving - MTW/Senior Center	105,500	2	73,000	73,000								
11	10-GF	FAC	Repaving - Courthouse	30,000	3	0	0		30,000						
12	10-GF	FAC	Dream Gate Providers Roof Repairs	20,000	2	0	0								
13	30-GF	FAC	STRADER BUILDING DEPT RELOCATION PROJECT	17,000	2	17,000	17,000							GF Balance - To be offset by reduced rental costs for Probation/Parole	
14	30-GF	DES	DES Offices Renovation (Repainting 2-4k-2-6k) & Carpet Replacement 166k)	92,000	4	92,000	92,000							State Funding Over 50% recouped on CAP	Over 30 years since replaced
15	30-GF	JAIL	Replace aging plumbing within detention center	30,000	1	30,000	30,000							GF Balance; ARP; Grant Opportunity?	Consider ARP eligibility
16	30-GF	REC	Handicap Ramp/Access @ Gym	30,000	3	30,000	30,000							GF Balance; Grant Opportunities (PART)	Consider ARP eligibility due to ability to utilize gym for elections purposes with handicap access
17	30-GF	FAC	Annual Roof Repairs Reserve	40,000	2	40,000	40,000		40,000	40,000	40,000	40,000	GF Balance	Consider separating into Central Services or Sep Fund	
18	30-GF	FAC	Annual HVAC Repair/Replacement Reserve	20,000	2	20,000	20,000		20,000	20,000	20,000	20,000	GF Balance	Consider separating into Central Services or Sep Fund	
19	58	Comm Bldg	Commerce Center Improvements/Punch List Items Prior to Sale/Lease	TBD	2	TBD	TBD							Grants; 15-7.1 Incentives to be offset by proceeds of sale/lease and additional tax revenues	
			<b>VEHICLES &amp; MAJOR EQUIPMENT</b>	<b>688,300</b>	<b>504,000</b>	<b>504,000</b>	<b>0</b>								
20	10-GF	SHERIFF	3 Replacement Patrol Cruisers + Light	96,324	2	97,500	97,500		97,500	97,500	97,500	97,500			Exhaust other funding opportunities first before budgeting from GF Balance
21	10-GF	JAIL RPT	Upgrade Sheriff Radio for 2021 VHF R Compliance	1,100,000	5	1,100,000	0		75,000	75,000			Availability of EMS Assets Grant	Use fleet vehicles for sporadic training needs	
22	10-GF	JAIL	Deceased Inmate for staff to assist burials	150,000	4	0	0							GF Balance; ARP; Grant Opportunity?	Consider ARP eligibility; evaluate funding options and review scope of existing system; MGR Rec based on need to replace several individual items
23	10-GF	JAIL	Comprehensive Monitoring System Upgrade	91,239	3	1,000,000	20,000								
24	10-GF	BIVERLIGHT	35 Passenger Van	96,500	2	96,500	96,500		TBD	TBD	TBD	TBD		State Funding (85%)	
25	10-GF	SENIOR	15 Passenger Van	50,483	4	0	0							Grant?	Utilize RVerlight resources for sporadic travel needs related to program travel or fleet vehicles for staff travel needs
26	30-GF	REC	TRACTOR	12,000	3	0	0							GF Grants	Review overall HVAC needs/resources in fall FY22
27	10-GF	REC	DUMP TRAILER	7,000	4	7,000	3,500							GF Balance/Grants/Supplier Rec Property	Ask Rec to surplus remainder
28	30-GF	CENTRALSER	Annual Cost to Replace Old Copiers Countywide	35,000	2	35,000	35,000		35,000	35,000	35,000	35,000	GF Balance	RFP in Fall Est. includes lease and maintenance	
29	10-GF	CENTRAL SER	2 New Vehicles for General Countywide Travel Needs	55,000	3	10,000	10,000		10,000	10,000	10,000	10,000	GF/ Could utilize 5 year lease option	Utilize general fleet vehicles for sporadic travel needs to reduce overhead of individualized dept. travel vehicles.	
			<b>NEW FACILITIES OR MAJOR PROJECTS</b>	<b>623,787</b>	<b>436,000</b>	<b>262,500</b>	<b>0</b>								
30	57		NEW AV/EM FACILITY @ AIRPORT	5,000,000	2	130,000	130,000		350,000	2,000,000	0	0	53M Legis Request; Multiple Grants; 5.5M - 51M est. local	FY22 REC based on need to begin budgeting for design/engineering/project management costs	
31	30-GF	REC	NEW GYM	TBD	1	0	0								
			<b>OTHER</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>								
32	57	REC	PARTY (Parks & Recreation Trust Fund) 50/50 GRANT MATCH	180,000	4	40,000	40,000		30,000	10,000	10,000	10,000	50% State Funded	Consider creation of PARTIF dept in projects/grants fund to illustrate overall growing project budget and separate from GF	
				<b>5,000,000</b>	<b>180,000</b>	<b>180,000</b>	<b>0</b>								
				<b>6,643,087</b>	<b>1,455,000</b>	<b>1,111,500</b>	<b>0</b>								

Commissioner Johnson asked if the County needs to put a new school on the CIP. Mr. Potter said he has talked with Supt. Carr and they are in the process of trying to figure out how to operate while Pines Elementary School is not in use. They have so many unknowns right now. They have asked the County to hold WCS funding at the same amount it was last year.

Commissioner Johnson asked what Mr. Potter wants the Board to recommend. Mr. Potter said he would like to implement the \$1.1M out of the general fund for the CIP items with a Management Score of 1. Commissioner Johnson said Mr. Potter is asking for \$1.1M out of the general fund and then cut taxes 1/2 cent. Mr. Potter said there is no easy way to explain it, but the County would be bringing in more revenue.

Mr. Potter said that \$5.4M is in the fund balance and that's why he is able to put forward the items on the CIP that equal \$1.1M. Commissioner Johnson isn't comfortable with spending the \$1.1M. Mr. Potter said he could combine the 1s & 2s and see which ones of those are more

affordable. He will rework the CIP and bring it back to the June 7<sup>th</sup> meeting. Everyone did agree that the roof on the Courthouse needs to be done.

Chair Sexton said the County needs to get someone contracted to help solve the drainage issue in the County. Chair Sexton said maybe we could work with Tyrrell County since it affects them too. The Soil & Water Board met and he believes that they have talked about the same thing. Chair Sexton said they need someone who can talk to legislators. This has been an ongoing problem for the last 4 or 5 years. The federal and state folks will be at a couple of meetings in the area in the next few weeks. Chair Sexton said he'd like to be able to tell them that the County is looking at hiring a contractor to help solve some of these problems. Commissioner Keyes asked would an RFP have to be done. Mr. Potter said no, not for a service contract. The consensus of the Board would be to hire a contractor. Mr. Potter offered to talk to Tyrrell County Manager David Clegg regarding this possibility.

OTHER ITEMS BY CHAIR, COMMISSIONERS, COUNTY MANAGER/ COUNTY MANAGER OR CLERK: None.

**Commissioner Johnson made a motion to go into Closed Session pursuant to NCGS§143-318.11(a)(3)--attorney-client privilege. 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.**

At 8:35 PM, with no further business to discuss, **Commissioner Walker made a motion to adjourn. 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.**

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William R. "Bill" Sexton  
Chair

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



June 7, 2021

The Washington County Board of Commissioners met in a regular meeting on Monday, June 7, 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 Keyes gave the invocation; Commissioner Walker led the Pledge of Allegiance.

ADDITIONS/DELETIONS: None

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

*Items listed under the Consent Agenda 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) ABC Board Budget Amendment for 20-21 and a Proposed Budget for 21-22
- d) Interlocal Agreement between Washington & Bertie Counties for Inspection/Fire Marshal Services

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

PUBLIC FORUM: None.

EMPLOYEE OF THE QUARTER: Chair Sexton recognized Mr. Louis Boone, Maintenance Supervisor as the Employee of the Quarter.

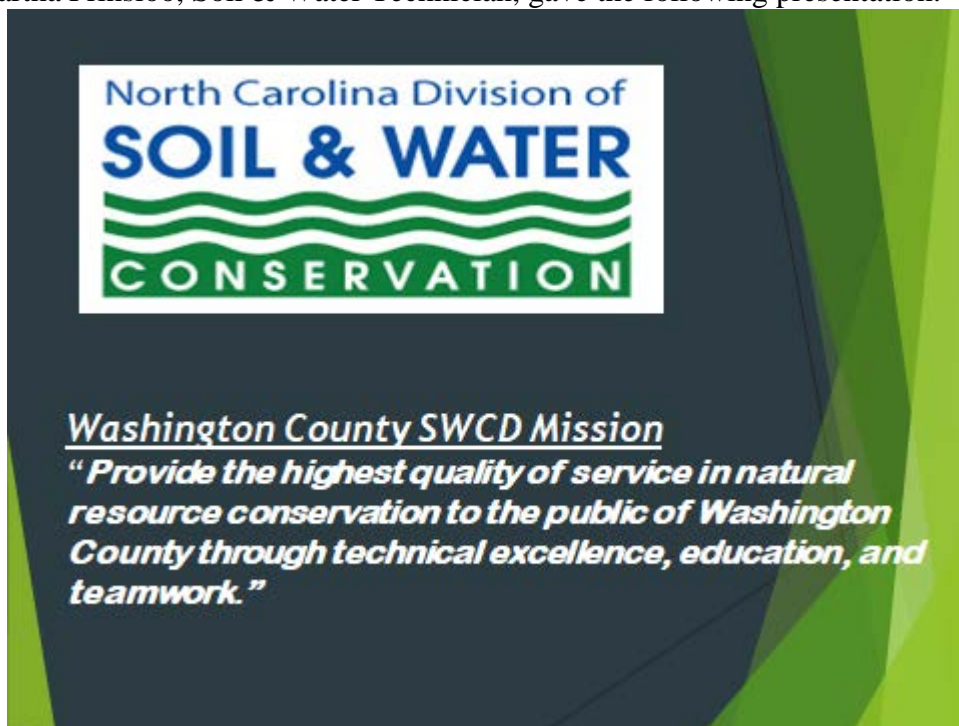
PUBLIC HEARING: WASHINGTON COUNTY RECOMMENDED BUDGET FOR FY22: **Commissioner Johnson made a motion to open the public hearing on the Washington County Recommended Budget for FY22. Commissioner Keyes seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.**

Mr. Potter spoke to the Board about some of the information handed to them tonight that needs to be inserted into their budget books. Some of the information was so the County

complies with the rules of GASBY. One of the other items was the CIP with the projects listed as 1's or 2's as requested by the Board for a total of approximately \$696,000. He also received a request to push \$2,200 into Recreation for attendance at the State games which were moved from June to July. Commissioner Walker asked was this the same amount we have been paying for. Mr. Potter said it may have increased a little

**Commissioner Johnson made a motion to close the public hearing on the Washington County Recommended Budget for FY22. Commissioner Phelps seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.**

DEPARTMENT INFORMATION UPDATE—SOIL & WATER, AND DRAINAGE:  
Ms. Martha Prinsloo, Soil & Water Technician, gave the following presentation.



## Office Structure

- ▶ Has 5 member Board of Supervisors under NC statute
- ▶ Board establishes priorities annually to address natural resource concerns
- ▶ 1 staff member
- ▶ Office located in the FSA Center Roper
- ▶ 1 of 96 Soil and Water Conservation Districts across NC

## Board Members

- ▶ Gerda Rhodes, Chair ( Elected)
- ▶ Guy Davenport, Vice Chair ( Elected)
- ▶ Steve Barnes, Member (Appointed)
- ▶ Justin Allen, Member (Elected)
- ▶ Don Small, Member ( Appointed)

## Staff Member

### Martha Prinsloo - Soil and Water *Technician*

Since March 1, 2017 - Ag Cost Share

50% of salary is a match from NC Division of Soil and Water

Technical Assistance Operation fund paid to county from the Division of Soil and Water annually \$1,380.00

#### Additional services I provide:

Administrative Assistant / Education/ Drainage

#### Goals:

More youth educational programs

More BMP participation

Obtaining additional engineering job authority

## Resource Areas Addressed

- ▶ Soil erosion
- ▶ Nutrient loss (Nitrogen and Phosphorus)
- ▶ Drainage
- ▶ Water quality
- ▶ Water quantity
- ▶ Soil quality
- ▶ Environmental Education

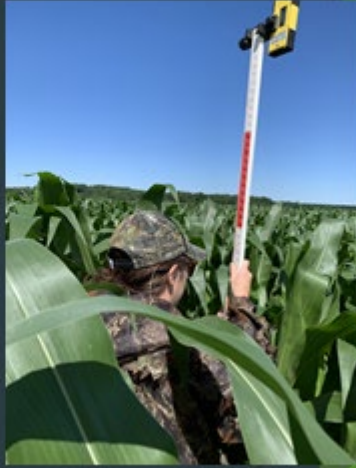
## Erosion - Agricultural



## Cover Crop



## Land Smoothing



## Water Quality Programs 2020/2021

- ▶ **State, Federal Cost Share Programs to Assist with Best Management Practices (BMP's)**
  - ▶ State Funds - Contracts
    - ▶ Ag Water Quality/Quantity = \$116,k
    - Acres Covered= + 1,100
  - ▶ Federal Funds
    - ▶ Active Contracts = +\$315k
    - ▶ Acres Covered = + 4,000
- ▶ **Design, Engineer, and Oversee Installation of BMP**
- ▶ **Non-Regulatory Technical Service Provider**

# Drainage Year to date Projects

## Beaver Control



## Beaver Control

### ▶ July 2019 - June 2020

- ▶ 22 dams removed
- ▶ 52 beavers removed,

Beaver colonies have 3 to 4 beavers

The number of beavers represents an average of the number of beavers based on number of colonies taken

### Year-to-date

### ▶ July 2020/June 2021

- ▶ 56 dams removed
- ▶ 77 beavers removed

## Beaver Control Pictures





## Beaver Control



## Aquatic Weed Spraying

### 2019-2020

- ▶ 12 canals
- ▶ \$29,999.50 spent on contract

### 2020-2021 to date

- ▶ 5 canals
- ▶ \$19,665.00 spent on contract to date

## Canals sprayed 2020-2021

- ▶ B Canal
- ▶ C Canal
- ▶ D Canal
- ▶ Weston Canal
- ▶ Lake Phelps Fire Department Canal

### ▶ Up-Coming Spraying

- ▶ Scuppernong River
- ▶ 30-foot Canal



Aquatic Weed Spraying Picture



## Hurricane Matthew Clearing Snagging

### Hurricane Matthew Clearing Snagging Matching Grant

- ▶ Cleaned 32 waterways - to include canals, creeks, and rivers
- ▶ 251,640 square feet
- ▶ 47.65 miles of waterways cleared after Hurricane Matthew damage
- ▶ Grant funding \$210,397.00
- ▶ County Match \$ 26,446.00 of required match as follows:
- ▶ County Funds \$ 15,506.00
- ▶ In-kind \$ 10,940.00 work already being done



Hurricane Matthew  
Clearing Snagging



Hurricane Matthew  
Clearing Snagging

## Hurricane Dorian Sedimentation Fund

### Requested:

3.5 million dollars

For sediment removal from  
major waterways county-  
wide

### ▶ Awarded:

▶ \$125,000.00

▶ Project will begin in  
fall of 2021, if CAMA  
permits it

### Upcoming Projects



## Budget Requests 2021-2022

▶ Beaver Control	\$30,000.00
▶ Aquatic Weed Spraying	\$30,000.00
▶ Clearing and Snagging	\$35,000.00
▶ Maul 7/Kendricks Creek	\$11,000.00
▶ Designated for future	<u>\$ 3,101.00</u>
▶ <b>TOTAL REQUEST</b>	<b>\$109,101.00</b>

## Contact Information

Washington County Soil and Water  
Conservation

407 NC Hwy 32 N

Roper, NC 27970

252-791-0108 ext. 3

washingtonsoilandwater@gmail.com

Chair Sexton said Ms. Prinsloo gave a really good presentation. Commissioner Keyes said she has seen Ms. Prinsloo in action and she is good at her job. Mr. Potter said Ms. Prinsloo does a good job at keeping up with her paperwork.

**PUBLIC HEARING: EDDIE SMITH SERVICE DISTRICT: Commissioner Keyes made a motion to open the public hearing on the Eddie Smith Service District. Commissioner Walker seconded. Chair Sexton proceeded with the roll call:**

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

Mr. Dwight Respass, 4790 Hwy 32 S, Plymouth, representing 3D Farms, spoke about how important drainage is but can't support the proposed service district because it's based on property value. Consider 153-A Article 9. Thank you for your consideration.

Mr. Guy Davenport, 63 White Road, Creswell, had a meeting this afternoon where the majority of the property owners spoke about the Eddie Smith program and wants to put it back like the service district that they've always had.

Mr. Selvie James, 1359 Ambrose Road, Creswell, said this project has been going on for 25 years. Keep it like it is.

Mr. Steve Barnes, 5735 Shore Drive, Creswell, met with others today and they selected option #2. Many farmers put forth work and funding to keep Eddie Smith going.

Mr. Mike Harris, 534 North Slope Road, Roper, said he farms near the railroad bed. They had a meeting and he was representing several thousand acres and would like to keep it like it is.

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

Mr. David Gadd joined the Commissioners' meeting by ZOOM. Mr. Potter spoke about the memo he put together regarding a new Eddie Smith Service District (ESSD) and that it was in the Commissioners' package. Mr. Potter thanked Mr. Davenport for his patience with the County as we try to understand this process. We now know that farmers would like to keep the Special Assessment District as it is now. Mr. Potter said he defers to the Board. Mr. Potter thanked all the farmers for their time and patience. Mr. Gadd discussed the reason to change it from a Special Assessment District to a Service District. The laws that regulate each of these is different. It may be more cumbersome for the County, but it can be done.

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.



POST OFFICE BOX 1007  
PLYMOUTH, NORTH CAROLINA 27962  
OFFICE (252) 793-5823  
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ADMINISTRATION STAFF:  
CURTIS S. POTTER  
COUNTY MANAGER/COUNTY ATTORNEY  
cpotter@washconc.org

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

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

**AGENDA ITEM MEMO**

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**MEMO DATE:** June 4, 2021      **FOR BOCC MEETING ON:** June 7<sup>th</sup>, 2021

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**SUBJECT:** Eddie Smith Service District

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**DEPARTMENT:** Soil & Water

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**FROM:** Curtis S. Potter, County Manager/County Attorney (CM/CA)

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**ATTACHMENTS:**

- A- Eddie Smith Drainage Project Report (1pg)
- B- Eddie Smith Drainage Map (1pg)
- C- Notice of Public Hearing to be held on 6/7/21 (1pg)

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**PURPOSE:** To discuss the potential formation of a new Eddie Smith Service District (ESSD) to take the place of the original Eddie Smith Special Assessment District (ESSAD).

**SUMMARY BACKGROUND:** The ESSAD was formed by the Board in 1992 to complete certain work related to improving drainage in what is known as the Eddie Smith Canal as shown in the attached map. Over the years various assessments have been made to continue maintaining this project which last had a 20 year maintenance budget which expired in 2015. Since that time, multiple discussions have taken place between board members, staff, and property owners within the district regarding the best method to use to continue maintaining the drainage through this waterway. Certain changes in the specific parcels which utilize the Eddie Smith Canal have also occurred over the course of time.

**STAFF ANALYSIS:** Due to the need to update the property boundaries, and to comply with certain statutory technicalities staff does not recommend further assessments under the current ESSAD which was formed under Article 9 of NCGS Chapter 153A which is primarily intended to fund specific individual capital projects, and not well suited for making ongoing maintenance assessments.

Instead staff recommends the creation of a new ESSD pursuant to Article 16 of NCGS 153A to take the place of the original ESSAD.

A table comparing certain aspects of special assessment districts and service districts is provided below for reference and consideration.



COMPARISON TABLE

EDDIE SMITH OPTIONS	Assessment Basis	Advantages	Disadvantages
Service District (GS 153A Art. 16)	Taxed at annually adjustable rate per \$100 assessed value which is automatically tied to the valuations for each tax year. (153A-307)	Simplest and most flexible "district" solution administratively & operationally.  Assessments tied to the standard annual budget process using most recent property assessment values.  Permits modification of district boundaries.	Different from historical practice.  Cannot use defined amounts for different property types like cleared vs. wooded acres. (although indirectly already factored into overall the assessed value)
Special Assessment District (GS 153A Art. 9)	Can be based initially on a wide variety of different factors, BUT once set, original basis CANNOT be changed.	Allows assessing different rates for different "categories" of property.	Original assessment basis cannot be changed.  Does NOT permit modification of district boundaries.  Requires recurring public hearings and notices to all property owners about EACH tax scroll approved for EACH approved "budget period" using same approved scroll for each year.
Allocate pro-rata portion of watershed improvement tax	Same as Service District by pro-rating the portion of the WIT equal to the total assessed valuation of the Eddie Smith District area compared to the county.	Potentially simplest internal administrative method.	May deplete revenues for other countywide projects, or create precedent for additional pro-rata leading to same issue.  Funds would not be legally restricted for use only in Eddie Smith and could be reassigned to other drainage projects.

As noted above, while the annual recurring use of a service district method would be much simpler from an administrative perspective, it will unfortunately also result in the loss of the ability to continue making

assessments at different specific rates for cleared vs. wooded acres the way that ESSD assessments have historically been made.

However, the assessed value for each acre of property under the service district model does also factor in a variety of different values including cleared and wooded status under a much more sophisticated formula which staff would advocate may serve as a better more equitable model of overall assessment.

If a special assessment district were utilized again, it will require the ongoing periodic review and approval of a new tax scroll each time a specific budget period is selected within which to make certain specifically defined maintenance assessments. That process will require formal written notice to each land owner to advertise a public hearing and comply with certain administratively burdensome statutes. The scroll does not automatically adjust from year to year the way it effectively would under a service district model. Although a longer budget period such as 5 or 10 years can be selected to avoid this process every year, it relies on the one original approved tax scroll and locks the actual assessments in for the specific budget period to cover only the pre-determined maintenance needs of the district as they were estimated at the time of setting each budget period and making the assessment pursuant to it using the last specifically approved tax scroll.

A service district method would provide much greater flexibility to adjust the assessments annually to meet the evolving needs of maintaining the Eddie Smith Canal.

Additionally, there is no authority for periodically adjusting the boundaries of a special assessment district in future years the way the statutes permit you to do for a service district in the event that changes to the watershed are made which need to be taken into consideration.

**FINANCIAL IMPACTS & ANALYSIS:** Generally, district funds are generated through special assessments which are restricted for use toward district expenses. Most recently the assessments levied by the ESSAD for annual maintenance were just over \$6000. Using the most recent estimated appraised value of all property in the proposed new service district of \$51,840,380, a special assessment of \$.000125 per \$100 of assessed value would be required to generate approximately \$6500 annually.

Indirectly, the County contributes administration resources to properly assess, collect, track, and spend said funds primarily through independent contractors monitored by the Soil & Water department which could be charged back to the district. Staff recommends ongoing review the amount of time and resources taken to administer the selected district and consideration of seeking to recoup such costs from the district funds.

**RECOMMENDATIONS:**

1. Open the Public Hearing and receive public comments.
2. Discuss the pros/cons of forming the new proposed Eddie Smith Service District
3. Close or recess the public hearing to continue at the next meeting.
4. Direct staff to either:
  - a. Bring a resolution to accomplish the formation of the Eddie Smith Service District to the next board meeting; or
  - b. Take other action as directed by the board after the public hearing and discussion.

# COUNTY OF WASHINGTON

## BOARD OF COMMISSIONERS

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 TRACEY A. JOHNSON, VICE-CHAIR  
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 CLERK TO THE BOARD  
 jbenett@washconc.org

---

**DRAINAGE PROJECT REPORT**  
**Establishment of a County Service District**  
**to improve drainage by maintaining ditches, canals and watercourses**  
**pursuant to NCGS §153A-300 – §153A-310**

1. **A map of the proposed district showing the boundaries is attached hereto as Exhibit A.**
2. **The proposed district meets the standards set out in NCGS 153A-302(a):**

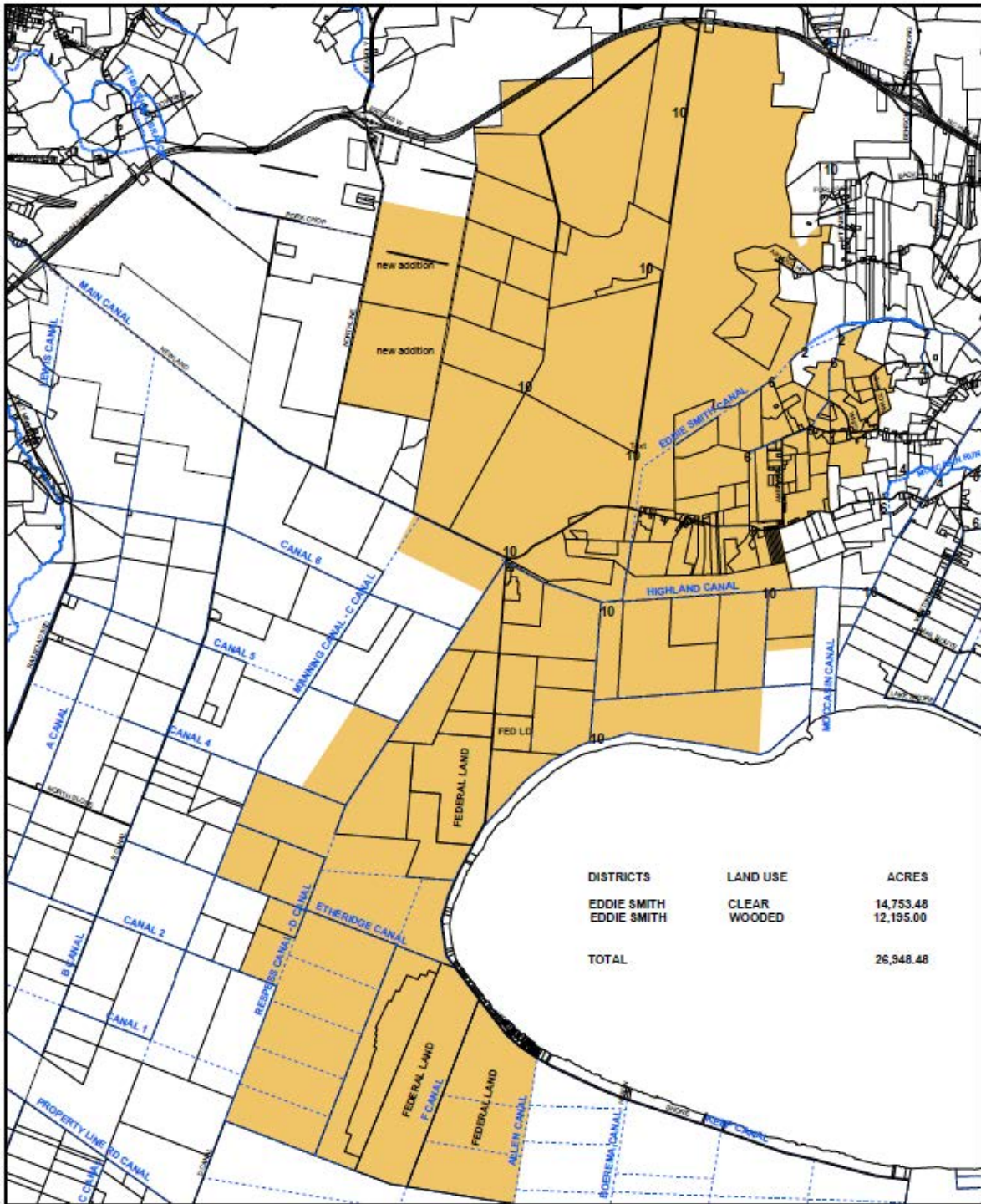
The majority of the property in eastern Washington County encompassing the proposed service district is within the boundaries of the Eddie Smith Special Assessment District, which was established in 1994. The new service district will replace the Eddie Smith Special Assessment District and its boundaries will be slightly expanded. The purpose for replacing the special assessment district with a service district is that the statutory framework pertaining to service districts is better suited for funding ongoing drainage related services. Upon expenditure of all funds held for the Eddie Smith Special Assessment District, the Eddie Smith Special Assessment District will be discontinued and abolished by Washington County. The need for drainage maintenance in this area of the County to enhance farming, forestry and residential uses is perpetual.

The primary use of the land in the proposed area is farming. The resident population is sparse. The appraised value of the property in the proposed district is approximately \$51,840,380. The present County tax rate is \$0.8550 per \$100.00 valuation and the only other taxing district existing in the same location is the aforementioned Eddie Smith Special Assessment District.

The proposed district is well prepared to sustain the additional taxes necessary to improve and maintain drainage. The Eddie Smith Special Assessment District has been used for the same purpose since its inception. As a result, the landowners have come to expect and rely on improved drainage provided by Washington County.

3. **Plan for providing proposed services within the boundaries of the service district:**  
 The project entails all forms of drainage maintenance within the proposed boundaries, including but not limited to:
  - a. clearing and snagging of trees, logs, alligator weed and other debris in the canals, ditches and watercourses.
  - b. mowing of ditch banks
  - c. clearing and removal of sediment from canals, banks and ditches

The County will primarily contract with independent service providers to perform the services listed above.



EDDIE SMITH DRAINAGE MAP





## WASHINGTON COUNTY

P.O. BOX 1007

Plymouth, North Carolina 27962

(252) 793-5823 PHONE

(252) 793-2849 FAX

### NOTICE OF PUBLIC HEARING

The Washington County Board of Commissioners will conduct a Public Hearing on the establishment of a Service District in eastern Washington County for the purpose of maintaining drainage of real property as shown on map herewith, on **Monday, June 7, 2021** at its **6:00 p.m.** meeting in the County Commissioner's Room at 116 Adams Street, Plymouth, NC 27962. Recommended social distancing and CDC health and safety guidelines will be observed.

A report describing the proposed service district pursuant to NCGS 153A-302(b) is enclosed and also available for public inspection in the office of the clerk to the Board of County Commissioners at 116 Adams Street, Plymouth, NC 27962 between the hours of 9:00 a.m. – 5:00 p.m., Monday through Friday.

**William R. Sexton, Jr., Chairman**  
**Washington County Board of Commissioners**

Mr. Potter said the Board doesn't have to vote on this tonight. A Special Assessment District doesn't have a time constraint on it like if they were making it a Service District. Chair Sexton said if they have any issues, they can come back to the Board.

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

JUNE 7, 2021

## Washington County COVID-19 Update

	North Carolina		United States		Global
<b>Total Cases</b>	<b>1,005,966</b>	<b>Total Cases</b>	<b>34,211,824</b>	<b>Total Cases</b>	<b>174,210,518</b>
<b>Deaths</b>	<b>13,199</b>	<b>Deaths</b>	<b>612,387</b>	<b>Deaths</b>	<b>3,747,399</b>
<b>Recovered</b>	<b>985,048</b>	<b>Recovered</b>	<b>28,123,250</b>	<b>Recovered</b>	<b>157,333,347</b>

**Total Confirmed Cases in North Carolina**

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

### County Numbers

1145 TOTAL CASES  
1106 RECOVERIES  
8 ACTIVE CASES  
.....  
31 DEATHS  
2 HOSPITALIZED  
.....  
3 NEW CASES SINCE FRIDAY, 6/4 (AVG. OF 1 PER DAY)  
.....

MTW DISTRICT HEALTH DEPARTMENT

## JUNE 7, 2021 COVID-19 DISTRICT REPORT

<b>MARTIN</b>	<b>TYRRELL</b>	<b>WASHINGTON</b>	
9 active	3 active	8 active	<b>TOTAL ACTIVE:</b> 20
2,263 recovered	322 recovered	1,106 recovered	<b>TOTAL RECOVERIES:</b> 3,691
47 deaths	6 deaths	31 deaths	<b>TOTAL DEATHS:</b> 84
<b>2319 TOTAL</b>	<b>331 TOTAL</b>	<b>1145 TOTAL</b>	

WEAR A MASK

WAIT 6 FT APART

WASH YOUR HANDS

**Total Tests Completed in NC – As of 6/7: 13,398,916 (2.7% positive) Slight Increase**  
**Diagnostic tests – 6/2: Tyrrell (3,287 or 81.8% of the population), Washington (15,901 or 137.3% of the population), Martin (27,358 tests or 121.9% of the population)**  
**% Positive from May 16 – May 29: Martin (7.0%), Tyrrell (3.4%), Washington (1.9%)**  
 Population Source: United States Census Bureau – County Quickfacts, July 1, 2019 Population Estimates

**Ongoing Outbreaks – 6/4 (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
K-12 School	Washington	Pines Elementary	1	0	6	0	7	0

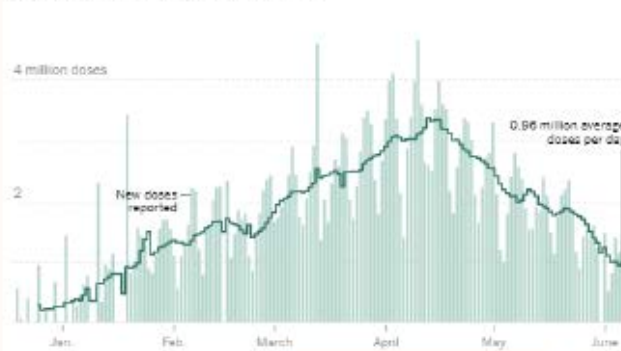
**Vaccination Dashboard June 7 (NC is currently 36<sup>th</sup> in the US for % of population vaccinated)**

Location	Doses Distributed / Shots Given	% Used	% of population with 1 <sup>st</sup> Dose / 2 <sup>nd</sup> dose
US	371,520,735 / 301,638,578	81%	51% / 42%
NC	11,456,180 / 8,248,878	72%	44% / 37%

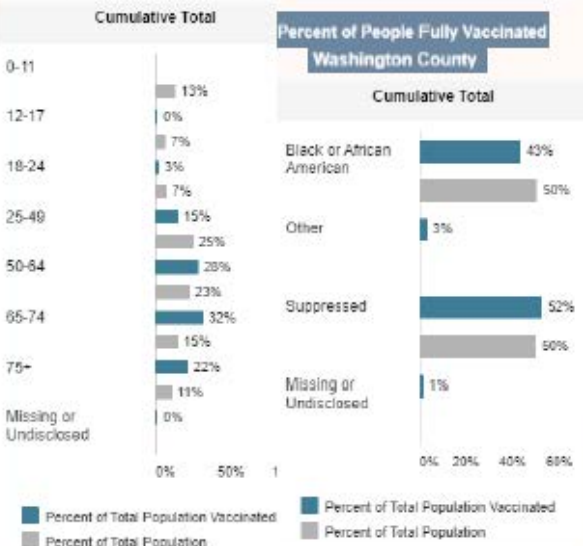
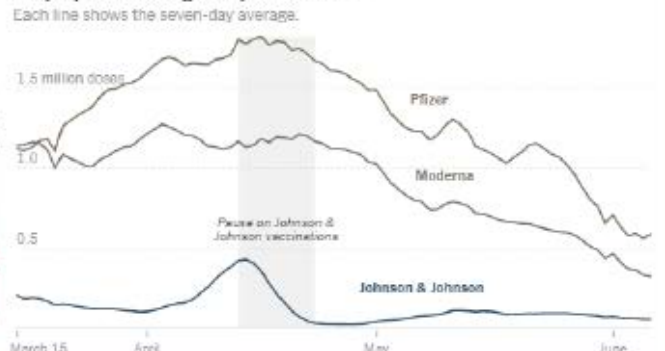
**County Residents (all sources including hospitals and health departments. As of 6/7, MTW has administered (or transferred to District congregate living homes) 13,360 doses of vaccine)**

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
8,722	7,990	1,450	1,307	4,420	3,840
<b>Population = 22,440</b>		<b>Population = 4,016</b>		<b>Population = 11,582</b>	
% 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
39%	36%	36%	33%	38%	33%

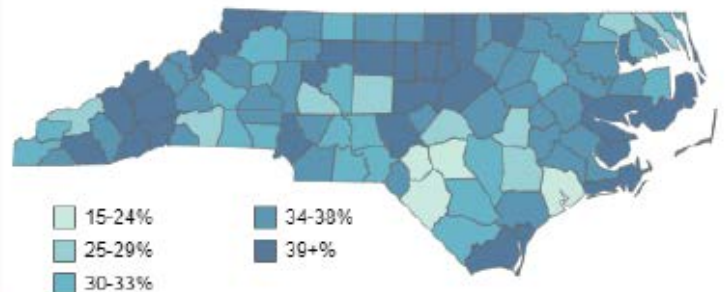
**New reported doses administered by day**



**Daily reported doses given by manufacturer**



**Percent of Population Fully Vaccinated North Carolina**



Chair Sexton thanked Mr. Gray for his presentation.

Commissioner Keyes said there will be presentations made to some area churches on the vaccinations this Sunday and hopefully that will help increase vaccinations.

Mr. Potter said he's been reading the Executive Orders from the Governor and the Governor has lifted masks in office areas, but still says to maintain 3 ft. as long as the court system does. The Board can decide the direction the County goes. Mr. Gray said it's up to each County to decide on what they would like do.

Chair Sexton said to do away with masks. Commissioner Walker said to do away with masks. Commissioner Johnson said to do away with masks. Commissioner Keyes said people should be able to wear a mask if they want to. Mr. Potter said the County would still provide masks in the Administration Building foyer for those who want to wear them. Chair Sexton said he's ok with the staff of County offices not having to wear masks.

Mr. Gray also thanked Mr. Boone for the handicap ramps he built out at MTW.

BOARD OF EQUALIZATION AND REVIEW:

**Commissioner Johnson made a motion to re-convene as the Board of Equalization & Review. Commissioner Keyes seconded, motion carried unanimously. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.**

Ms. Sherri Wilkins, Tax Administrator, noted there were no appeals as of today. Citizens can contact the Tax Office with any questions at 252-793-1176.

**Commissioner Johnson made a motion to adjourn the Board of Equalization & Review. Commissioner Walker seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.**

WATER REVENUE BOND DISCUSSION: Mr. Potter went over the following resolution. Mr. Ted Cole, Davenport and Company and Mr. Bob Jessup were in attendance. Mr. Cole talked about what the County has at the moment.





One James Center  
901 East Cary Street  
Suite 1100  
Richmond, Virginia 23219

### Municipal Advisor Disclosure Letter

May 27, 2021

Curtis Potter  
County Manager  
Washington County, NC

Dear Mr. Potter:

Under Municipal Securities Rulemaking Board (MSRB) rules, all Municipal Advisors are obligated to disclose to their clients the relevant information listed below in italics related to our Municipal Advisor relationship.

- 1. The form and basis of direct or indirect compensation for municipal advisory activities.* Our agreement provides for or allows the possible forms of compensation indicated with checkmarks as follows: (x) flat fee; (x) per bond fee; (x) annual retainer; (x) hourly fees (x) other.
- 2. Any affiliate of the municipal advisor that provides any advice, service or product to or on behalf of the client that is directly related to municipal advisory activities to be performed.* Davenport is not aware of any such conflict of interest.
- 3. Any payments made by the municipal advisor, directly or indirectly, to obtain or retain your business.* Davenport has not made any payments to obtain or retain your business.
- 4. Any payments received by the municipal advisor from third parties to enlist our recommendation of their services, any municipal securities transaction or any municipal financial product.* Davenport has not received any payments from third parties to enlist a recommendation from Davenport.
- 5. Any fee-splitting arrangements involving the municipal advisor and any provider of investments or services.* Davenport does not have any fee splitting arrangement for investments or services that relate directly or indirectly to our municipal advisor relationship. We occasionally use sub-contractors for certain services as fully disclosed to and agree upon by our client. We will reference the use of any sub-contractors in our invoice for such services.
- 6. Any conflicts of interest arising from compensation that is contingent on the size or closing of any transaction as to which we are providing advice.* Davenport, like other Municipal Advisors, has various compensation arrangements available including flat fees, hourly fees, per bond fees, annual retainers and combinations of the same, some of which are only due upon the closing of a transaction. Some believe that flat fees and annual retainers may encourage an

advisor to limit work effort; hourly fees may encourage an advisor to expand work effort; per bond fees may encourage an advisor to recommend a larger issue than necessary in order to generate a larger fee; and fees due only upon closing a transaction that may encourage an advisor to recommend completing a transaction all of which represent potential material conflicts. However, as these are the only known fee arrangements of which we are aware, in all cases our fee arrangements are based on mutual agreement with the client as to the arrangement best suited to their needs.

7. *Any actual or potential conflicts of interest of which we are aware that could reasonably be anticipated to impair our ability to provide advice in accordance with applicable standards of conduct.* Davenport is not aware of any such material conflict of interest. [[For Virginia Clients Only] Davenport is obligated under MSRB rules to objectively investigate or consider reasonably feasible alternatives that might also serve a municipal client's objectives before making a recommendation. From time to time, after evaluating potential financing alternatives, Davenport as local advisor may recommend that a Virginia municipal client borrow through the Virginia Public School Authority or the Virginia Resources Authority. This recommendation is often due to favorable credit ratings, low borrowing costs, lack of need for a voter referendum (in the case of VPSA) or other available benefits. This recommendation may create the perception of a conflict of interest since Davenport serves as financial advisor to each of these Commonwealth agencies. However, as the Authority advisor, Davenport's principal role is assisting the Authority with certain aspects of their programs including cash flow analysis, disclosure, credit ratings, and the distribution of their bond issues. As Authority advisor Davenport has no direct role in their application approval process or their local borrower negotiations or relations. Moreover, the professionals who work with these Authorities are not allowed to represent localities when borrowing through the Authorities. As a result, we do not believe these relationships will impair in any manner our ability either to render advice to you or on your behalf as your local advisor or to fulfill our obligations to you.]

8. *Any legal or disciplinary event that is material to the client's evaluation of the municipal advisor or the integrity of its management or advisory personnel. A description of the specific type of information regarding legal and disciplinary events requested by federal regulators, which includes information about any criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation, and detailed information specifying where the client may electronically access the municipal advisor's most recent Form MA and each most recent Form MA-I filed with the Securities and Exchange Commission. The date of the last material change or addition to the legal or disciplinary event disclosures on any Form MA or Form MA-I filed with the SEC by the municipal advisor and a brief explanation of the basis for the materiality of the change or addition.* Davenport's municipal advisory practice has no such events to disclose. Davenport's Form MA and Form MA-1 can be found at

<https://www.sec.gov/cgi-bin/browse-edgar?action=getcompany&CIK=0000887777&type=ma&dateb=&owner=exclude&count=40>

On June 18, 2015 after voluntarily self reporting certain information to the Securities and Exchange Commission ("SEC") in connection with an SEC industry-wide Municipal Continuing Disclosure Cooperation (MCDC) Initiative, and without admitting or denying the findings, Davenport consented to the entry of an order by the SEC of Administrative and Cease and Desist proceedings pursuant to Section 8A of the Securities Act of 1933 and Section 15(b) of the Securities Act of 1934. The order related to two (2) municipal offerings where Davenport acted as an underwriter and not a municipal advisor during the five year time period of 2009 through

2014, and involved alleged violations of Section 17(a)(2) of the Securities Act. All regulatory and disciplinary actions taken by any state or federal regulatory agency involving the firm, may be found at the following website: <http://www.finra.org/Investors/ToolsCalculators/BrokerCheck/>; searching for Davenport & Company LLC as a Firm, accepting the terms and conditions, downloading a detailed report and reviewing disclosure events.

9. *The scope of municipal advisory activities to be performed and any limits on the scope of the engagement.* The scope of services to be provided is listed in the financial advisor agreement and is limited only to the extent provided in such agreement.

10. *The date, triggering event, or means for the termination of the municipal advisory relationship, or, if none, a statement that there is none. Any terms relating to withdrawal from the municipal advisory relationship.* The agreement to provide you with financial advisor services is deemed to be a valid agreement to provide such services unless the agreement has been terminated by either party in writing, or unless any and all services contemplated by the agreement have been completed. The terms, if any, relating to withdrawal from the municipal advisory relationship are reflected in the financial advisor agreement.

11. *Municipal Advisory Client Education and Protection.* Davenport is required to provide the following information in writing to each Municipal Advisory customer: (i) Davenport is registered with the SEC and the MSRB; (ii) the website of the MSRB is <http://www.msrb.org>; and (iii) available to you on the website of the MSRB is an investor brochure that describes the protections that may be provided by the MSRB rules and how to file a complaint with an appropriate regulatory authority.

During the term of the municipal advisory relationship, this disclosure will be promptly amended or supplemented to reflect any changes in or additions to the terms or information provided.

October 13, 2017



May 26, 2021

Mr. Curtis Potter  
County Manager  
Washington County, NC  
116 Adams Street  
P.O. Box 1007  
Plymouth, NC 27962

Dear Mr. Potter:

The Municipal Securities Rulemaking Board requires under Rule G-23 that we have a written engagement letter with our clients promptly upon the inception of a financial advisory relationship. Your signature below will confirm that Davenport & Company LLC will be providing Washington County, North Carolina general financial advisory services including but not limited to capital planning, financing of capital projects and refinancing of existing debt obligations, until the relationship is terminated, which you may do at any time. The basis of compensation for an engagement, if any, is anticipated to be a flat fee or other arrangement to be mutually acceptable and agreed upon in writing prior to the completion of the engagement.

Specifically related to the refinancing of the County's Water & Sewer Revenue Refunding Bond, Series 2013A&B, Davenport proposes the following:

**I. Scope of Services:**

- Prepare a detailed schedule for the refinancing including all required notices (e.g. Notices of Prepayment), County Board actions, and public hearings (if necessary), etc;
- Coordinate the due diligence and issuance process with the LGC and assist in obtaining any necessary approvals, including:
  - Schedule the LGC Pre-Application meeting/call and prepare discussion materials to serve as a guide for the conversation.
  - Assist in the preparation of the LGC application.
  - Coordinate with LGC staff to ensure all necessary information is available in a timely fashion and assist in preparing the LGC Agenda item.
  - Attend LGC Meeting (if necessary).
- Provide market related insights as to timing and structure for the financing, including debt structuring, maturity dates, amortization, collateral and call/prepayment provisions.



- Obtain financing proposals from local, regional and/or national banks for the potential refinancing, as requested.
  - Prepare a summary analysis of each proposal such that issuance costs, interest rates and terms and conditions of each proposal can be easily compared and support County Officials in making their selection of the winning proposal.
  
- Attend County Board meetings and present information and recommendations as requested by County Staff.
  
- In cooperation with the working group, assist in preparing and/or reviewing the necessary financing related documentation.
  
- Provide necessary analysis including modeling the bond issue and producing schedules outlining sources and uses of funds, debt service, escrow requirements, bond statistics, and other schedules necessary for bond documentation and closing.
  
- Assist in the Coordination of Closing:
  - Prepare analysis of Settlement Costs & Flow of Funds.
  - Prepare a detailed closing memorandum summarizing the transaction and providing necessary instructions for closing wires.
  - Facilitate documentation to close transaction.
  - Prepare required analysis for tax documentation.

## **II. Compensation:**

For professional services described above, Davenport will charge a fixed financial advisory fee in an amount not-to-exceed \$25,000. Customary direct out-of-pocket expenses (meals, lodging and mileage) will be billed at cost. Additionally, there will be a 4% charge for reimbursement of indirect costs such as conference calls, computer time, printing, and binding. The financial advisory fee and the reimbursement for expenses will be paid upon the successful closing of the financing or at such other time as is agreeable to all parties.

## **III. Termination:**

The County or Davenport may terminate this Agreement at any time upon thirty (30) days written notice without cause. If any party terminates this agreement as set forth above, it is understood and agreed that the only amount due to Davenport will be for services provided and expenses incurred through the date of termination.



If this appropriately describes our relationship please indicate by signing and returning one copy of this letter to my attention.

Sincerely,

Accepted By:

A handwritten signature in black ink, appearing to read "T Cole", written over a horizontal line.

A horizontal line intended for a signature, currently blank.

Ted Cole  
Senior Vice President  
Davenport Public Finance

Mr. Curtis Potter  
County Manager  
Washington County, NC

## Overview of Potential Refinancing

---

### Washington County, North Carolina



June 7, 2021



## Overview of Potential Refinancing 2013 Water Revenue Refunding Bonds

### Overview of Existing Bonds

- In August 2013, the County issued two Water Revenue Refunding Bonds through a Direct Bank Loan with BB&T (now Truist Bank).
  - The 2013A Water Revenue Refunding Bond refinanced an existing Water Revenue Bond Direct Bank Loan with BB&T:
 

– Original Par Amount:	\$776,179.51
– Remaining Par Amount (After 6/1/21):	\$530,035.31
– Interest Rate:	3.89%
– Final Maturity:	6/1/2033
– Prepayment:	Any Payment Date
– Prepayment Penalty:	1% of Principal Outstanding
  - The 2013B Water Revenue Refunding Bond refinanced an existing Water Revenue Bond USDA Loan:
 

– Original Par Amount:	\$4,140,000
– Remaining Par Amount (After 6/1/21):	\$2,827,111.65
– Interest Rate:	3.89%
– Final Maturity:	6/1/2033
– Prepayment:	Any Payment Date
– Prepayment Penalty:	1% of Principal Outstanding

### Overview of Truist Bank (Legacy BB&T) Proposal

- Truist Bank (Legacy BB&T) has provided a proposal to refund the outstanding 2013A&B Water Revenue Refunding Bonds with the following Terms and Conditions:
 

– Interest Rate	2.09% (Fixed through Maturity)
– Rate Expiration:	July 16, 2021
– NTE Par Amount:	\$3.5 million
– Final Maturity:	6/1/2033
– Payments:	Annual Principal and Interest
– New Prepayment Provisions:	Anytime without penalty
– Prior Prepayment Provisions:	Any Penalties Waived
– Tax Status:	Tax Exempt, Bank Qualified
– Document Review Fee:	\$5,900
– Bank Counsel	Pope Flynn, LLC
- The proposal provided by Truist Bank (Legacy BB&T) is included in Appendix A.



## Recent Comparative Bank Rates

- A summary of recent Bank rates for 10 and 15 year Tax-Exempt Loans in North Carolina is summarized below:

Bid Date	Issuer	Interest Rate Range		Term	Low Bid	High Bid	Credit
		BQ/NBQ	Tax Status				
1/19/2021	Haywood County, NC	NBQ	Tax-Exempt	10	1.5700%	2.3500%	IFC
January LGC	Atlantic Beach, NC	-	Tax-Exempt	15	2.3900%	-	IFC
1/19/2021	Haywood County, NC	NBQ	Tax-Exempt	15	1.9500%	2.8300%	IFC
1/20/2021	Nash County, NC	NBQ	Tax-Exempt	15	1.6500%	2.2300%	IFC
1/6/2021	Macon County, NC	NBQ	Tax-Exempt	15	1.6900%	2.1900%	IFC
February LGC	Newton, NC	-	Tax-Exempt	15	1.9200%	-	IFC
February LGC	Southern Pines, NC	-	Tax-Exempt	15	1.9100%	-	IFC
3/23/2021	Central Nash Water and Sewer District, NC	NBQ	Tax-Exempt	15	2.0700%	2.4700%	GO
3/24/2021	Harrisburg, NC	NBQ	Tax-Exempt	15	2.2530%	3.1200%	GO
3/24/2021	Harrisburg, NC	NBQ	Tax-Exempt	15	2.2590%	3.1800%	Revenue
3/25/2021	Town of Apex	NBQ	Tax-Exempt	10	1.0500%	2.7300%	GO
4/21/2021	City of Hickory	NBQ	Tax-Exempt	12	1.7500%	2.2150%	Revenue/IFC
April LGC	Town of Carthage	-	Tax-Exempt	15	2.2900%	-	IFC
April LGC	Mooresville Graded School District	-	Tax-Exempt	15	1.9500%	-	IFC
April LGC	City of New Bern	-	Tax-Exempt	10	1.7500%	-	IFC
April LGC	Polk County	-	Tax-Exempt	15	2.1860%	-	IFC
April LGC	Sampson County	-	Tax-Exempt	15	2.2100%	-	IFC
April LGC	Town of Smithfield	-	Tax-Exempt	15	2.2000%	-	IFC
May LGC	Village of Marvin, NC	-	Tax-Exempt	15	2.3800%	-	IFC
May LGC	City of Oxford	-	Tax-Exempt	10	2.1400%	-	IFC
May LGC	City of Statesville	-	Tax-Exempt	15	2.4800%	-	IFC
May LGC	Town of Troutman	-	Tax-Exempt	10	2.2500%	-	IFC
June LGC	Town of Rolesville	-	Tax-Exempt	10	1.6300%	-	IFC
June LGC	City of Sanford	-	Tax-Exempt	15	2.1800%	-	IFC
June LGC	Beaufort County	-	Tax-Exempt	12	2.1300%	-	IFC





## Refunding of Water Bonds, Series 2013A&B

Summary of Refunding Results		
<b>1 Bonds Refunded</b>		
2 Par Refunded	\$	3,357,147
3 Coupon		3.890%
4 Call Date		Current
5 Call Price		100.00%
6 Maturities Refunded		6/1/2022 - 2033
<b>7</b>		
<b>8 Refunding Bonds</b>		
9 Bond Par Amount	\$	3,440,000
10 Final Maturity		6/1/2033
11 Direct Bank Loan Rate		2.090%
12 All-In TIC		2.400%
13 Closing / Payoff Date		7/16/2021
<b>14</b>		
<b>15 Savings</b>		
16 Gross Savings	\$	350,607
17 Net PV Savings	\$	308,341
18 Net PV Savings %		9.185%
19 Average Annual Savings	\$	29,217

Annual Savings			
Year	Net Prior Bond Debt Service	Net Refunding Debt Service	Annual Savings
6/30/2022	355,432	327,909	27,523
6/30/2023	355,432	326,358	29,074
6/30/2024	355,432	325,924	29,508
6/30/2025	355,432	326,385	29,047
6/30/2026	355,432	326,721	28,711
6/30/2027	355,432	325,932	29,500
6/30/2028	355,432	326,038	29,394
6/30/2029	355,432	327,019	28,413
6/30/2030	355,432	325,853	29,579
6/30/2031	355,432	325,583	29,849
6/30/2032	355,432	325,188	30,244
6/30/2033	355,432	325,667	29,765
<b>Total</b>	<b>\$ 4,265,183</b>	<b>\$ 3,914,576</b>	<b>\$ 350,607</b>

**Notes:**

-Savings net of Fixed Costs of Issuance of \$60,000 and Bank Fees of \$5,900.



# Preliminary Financing Schedule

Date	Task
Late May / Early June	LGC Pre-Application Call Submit LGC Refunding Application
June 7 <sup>th</sup>	County Board Meeting <ul style="list-style-type: none"> <li>▪ County Board considers adopting a Preliminary Findings Resolution</li> </ul>
Month of June	Develop Financing Documents Coordinate with LGC on Application and Agenda Process
July 6 <sup>th</sup>	County Board Meeting <ul style="list-style-type: none"> <li>▪ County Board considers adopting a Bond Order</li> </ul>
Early / Mid July	Finalize Financing Documents Prepare Closing Transaction Memorandum Coordinate Closing Logistics and Execute Financing Documents
July 13 <sup>th</sup>	LGC considers approving the financing
By July 16 <sup>th</sup>	Close on Refinancing



# Appendix A

Truist Bank (Legacy BB&T) – Refinancing Proposal


**Branch Banking & Trust Company**


---

**Governmental Finance**

5130 Parkway Plaza Boulevard  
 Charlotte, North Carolina 28217  
 Phone (704) 954-1700  
 Fax (704) 954-1799

May 27, 2021

Ms. Catherine Dixon  
 Washington County, NC  
 PO Box 1007  
 Plymouth, NC 27962

Dear Ms. Dixon:

Trust Bank ("Lender") is pleased to offer this proposal for the financing requested by Washington County, NC ("Borrower").

**PROJECT:** Refunding Existing Notes 00004 & 00005

**AMOUNT:** not to exceed \$3,500,000.00

**MATURITY DATE:** June 1, 2033

**INTEREST RATE:** 2.09%

**TAX STATUS:** Tax Exempt – Bank Qualified

**PAYMENTS:** Interest: Annual  
Principal: Annual

**INTEREST RATE CALCULATION:** 30/360

**SECURITY:** Pledge of revenues derived from the Borrower's water system

**PREPAYMENT TERMS:** Prepayable in whole at any time without penalty. Should the Borrower elect to proceed with this proposal, Lender agrees to waive any existing prepayment penalties on Note 00005.

**RATE EXPIRATION:** July 16, 2021

**DOCUMENTATION/ LEGAL REVIEW FEE:** N/A

**FUNDING:** The financing shall be fully funded at closing and allow for a maximum of four funding disbursements in the form of wires or checks.

**DOCUMENTATION:** It shall be the responsibility of the Borrower to retain and compensate counsel to appropriately structure the financing documents according to Federal and State statutes. Documents shall include provisions that will outline appropriate changes to be implemented in the event that this transaction is determined to be taxable or non-bank qualified in accordance with the Internal Revenue Code. These provisions must be acceptable to Lender.

Lender shall also require the Borrower to provide an unqualified bond counsel opinion, a no litigation certificate, and evidence of IRS Form 8038 filing. Lender and its counsel reserve the right to review and approve all documentation before closing. Lender will not be required to present the bond for payment.

**REPORTING**

**REQUIREMENTS:** Lender will require financial statements to be delivered within 270 days after the conclusion of each fiscal year-end throughout the term of the financing or in accordance with state requirements.

Lender shall have the right to cancel this offer by notifying the Borrower of its election to do so (whether this offer has previously been accepted by the Borrower) if at any time prior to the closing there is a material adverse change in the Borrower's financial condition, if we discover adverse circumstances of which we are currently unaware, if we are unable to agree on acceptable documentation with the Borrower or if there is a change in law (or proposed change in law) that changes the economic effect of this financing to Lender.

Costs of counsel for the Borrower and any other costs will be the responsibility of the Borrower.

The stated interest rate assumes that the Borrower expects to borrow no more than \$10,000,000 in the current calendar year and that the financing will qualify as qualified tax-exempt financing under the Internal Revenue Code. Lender reserves the right to terminate this bid or to negotiate a mutually acceptable interest rate if the financing is not qualified tax-exempt financing.

We appreciate the opportunity to offer this financing proposal. Please call me at (803) 413-4991 with your questions and comments. We look forward to hearing from you.

Sincerely,

*Truist Bank*



Andrew G. Smith  
Senior Vice President



# Appendix B

## Preliminary Detailed Refinancing Numbers

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Washington County, NC  
Water Revenue Refunding Bond, Series 2021

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## SOURCES AND USES OF FUNDS

Washington County, NC  
Water Revenue Refunding Bond, Series 2021Dated Date 07/16/2021  
Delivery Date 07/16/2021

Sources:	Refunding of 2013A Water Revenue Refunding Bond (BB&T)	Refunding of 2013B Water Revenue Refunding Bond (BB&T)	Total
Bond Proceeds:			
Par Amount	544,000.00	2,896,000.00	3,440,000.00
	544,000.00	2,896,000.00	3,440,000.00
Uses:	Refunding of 2013A Water Revenue Refunding Bond (BB&T)	Refunding of 2013B Water Revenue Refunding Bond (BB&T)	Total
Refunding Escrow Deposits:			
Cash Deposit	532,612.61	2,840,858.48	3,373,471.09
Cost of Issuance:			
Cost of Issuance	10,421.40	55,478.60	65,900.00
Other Uses of Funds:			
Additional Proceeds	965.99	(337.08)	628.91
	544,000.00	2,896,000.00	3,440,000.00



BOND SUMMARY STATISTICS

Washington County, NC  
Water Revenue Refunding Bond, Series 2021

Dated Date	07/16/2021
Delivery Date	07/16/2021
Last Maturity	06/01/2033
Arbitrage Yield	2.079576%
True Interest Cost (TIC)	2.079576%
Net Interest Cost (NIC)	2.090000%
All-In TIC	2.399968%
Average Coupon	2.090000%
Average Life (years)	6.601
Duration of Issue (years)	6.124
Par Amount	3,440,000.00
Bond Proceeds	3,440,000.00
Total Interest	474,576.30
Net Interest	474,576.30
Total Debt Service	3,914,576.30
Maximum Annual Debt Service	327,909.00
Average Annual Debt Service	329,648.53
Underwriter's Fees (per \$1000)	
Average Takedown	
Other Fee	
Total Underwriter's Discount	
Bid Price	100.000000

Bond Component	Par Value	Price	Average Coupon	Average Life
Bond Component	3,440,000.00	100.000	2.090%	6.601
	3,440,000.00			6.601

	TIC	All-In TIC	Arbitrage Yield
Par Value	3,440,000.00	3,440,000.00	3,440,000.00
+ Accrued Interest			
+ Premium (Discount)			
- Underwriter's Discount			
- Cost of Issuance Expense		(65,900.00)	
- Other Amounts			
Target Value	3,440,000.00	3,374,100.00	3,440,000.00
Target Date	07/16/2021	07/16/2021	07/16/2021
Yield	2.079576%	2.399968%	2.079576%

BOND PRICING

Washington County, NC  
Water Revenue Refunding Bond, Series 2021

Bond Component	Maturity Date	Amount	Rate	Yield	Price
Bond Component:					
	06/01/2022	265,000	2.090%	2.090%	100.000
	06/01/2023	260,000	2.090%	2.090%	100.000
	06/01/2024	265,000	2.090%	2.090%	100.000
	06/01/2025	271,000	2.090%	2.090%	100.000
	06/01/2026	277,000	2.090%	2.090%	100.000
	06/01/2027	282,000	2.090%	2.090%	100.000
	06/01/2028	288,000	2.090%	2.090%	100.000
	06/01/2029	295,000	2.090%	2.090%	100.000
	06/01/2030	300,000	2.090%	2.090%	100.000
	06/01/2031	306,000	2.090%	2.090%	100.000
	06/01/2032	312,000	2.090%	2.090%	100.000
	06/01/2033	319,000	2.090%	2.090%	100.000
		3,440,000			

Dated Date	07/16/2021	
Delivery Date	07/16/2021	
First Coupon	06/01/2022	
Par Amount	3,440,000.00	
Original Issue Discount		
Production	3,440,000.00	100.000000%
Underwriter's Discount		
Purchase Price	3,440,000.00	100.000000%
Accrued Interest		
Net Proceeds	3,440,000.00	

## NET DEBT SERVICE

Washington County, NC  
Water Revenue Refunding Bond, Series 2021

Date	Principal	Coupon	Interest	Total Debt Service	Net Debt Service
06/01/2022	265,000	2.090%	62,909.00	327,909.00	327,909.00
06/01/2023	260,000	2.090%	66,357.50	326,357.50	326,357.50
06/01/2024	265,000	2.090%	60,923.50	325,923.50	325,923.50
06/01/2025	271,000	2.090%	55,385.00	326,385.00	326,385.00
06/01/2026	277,000	2.090%	49,721.10	326,721.10	326,721.10
06/01/2027	282,000	2.090%	43,931.80	325,931.80	325,931.80
06/01/2028	288,000	2.090%	38,038.00	326,038.00	326,038.00
06/01/2029	295,000	2.090%	32,018.80	327,018.80	327,018.80
06/01/2030	300,000	2.090%	25,853.30	325,853.30	325,853.30
06/01/2031	306,000	2.090%	19,583.30	325,583.30	325,583.30
06/01/2032	312,000	2.090%	13,187.90	325,187.90	325,187.90
06/01/2033	319,000	2.090%	6,667.10	325,667.10	325,667.10
	3,440,000		474,576.30	3,914,576.30	3,914,576.30

## SUMMARY OF REFUNDING RESULTS

Washington County, NC  
Water Revenue Refunding Bond, Series 2021

	Refunding of 2013A Water Revenue Refunding Bond (BB&T)	Refunding of 2013B Water Revenue Refunding Bond (BB&T)	Total
Dated Date	07/16/2021	07/16/2021	07/16/2021
Delivery Date	07/16/2021	07/16/2021	07/16/2021
Arbitrage Yield	2.079576%	2.079576%	2.079576%
Escrow Yield			
Value of Negative Arbitrage			
Bond Par Amount	544,000.00	2,896,000.00	3,440,000.00
True Interest Cost	2.079577%	2.079576%	2.079576%
Net Interest Cost	2.090000%	2.090000%	2.090000%
All-In TIC	2.400535%	2.399861%	2.399968%
Average Coupon	2.090000%	2.090000%	2.090000%
Average Life	6.588	6.603	6.601
Par amount of refunded bonds	530,035.31	2,827,111.65	3,357,146.96
Average coupon of refunded bonds	3.890000%	3.890000%	3.890000%
Average life of refunded bonds	6.828	6.828	6.828
PV of prior debt	591,698.76	3,156,013.35	
Net PV Savings	48,664.75	259,676.27	308,341.02
Percentage savings of refunded bonds	9.181417%	9.185215%	9.184615%

SAVINGS

Washington County, NC  
Water Revenue Refunding Bond, Series 2021

Date	Prior Debt Service	Refunding Debt Service	Savings
06/30/2022	355,431.95	327,909.00	27,522.95
06/30/2023	355,431.95	326,357.50	29,074.45
06/30/2024	355,431.95	325,923.50	29,508.45
06/30/2025	355,431.95	326,385.00	29,046.95
06/30/2026	355,431.95	326,721.10	28,710.85
06/30/2027	355,431.95	325,931.80	29,500.15
06/30/2028	355,431.95	326,038.00	29,393.95
06/30/2029	355,431.95	327,018.80	28,413.15
06/30/2030	355,431.96	325,853.30	29,578.66
06/30/2031	355,431.95	325,583.30	29,848.65
06/30/2032	355,431.95	325,187.90	30,244.05
06/30/2033	355,431.77	325,667.10	29,764.67
	4,265,183.23	3,914,576.30	350,606.93

Savings Summary

PV of savings from cash flow	307,712.11
Plus: Refunding funds on hand	628.91
Net PV Savings	308,341.02

## SUMMARY OF BONDS REFUNDED

Washington County, NC  
Water Revenue Refunding Bond, Series 2021

Bond	Maturity Date	Interest Rate	Par Amount	Call Date	Call Price
Water Refunding, Series 2013A (BB&T), 2013A, BOND:					
	06/01/2022	3.890%	35,498.17	07/16/2021	100.000
	06/01/2023	3.890%	36,879.05	07/16/2021	100.000
	06/01/2024	3.890%	38,313.64	07/16/2021	100.000
	06/01/2025	3.890%	39,804.04	07/16/2021	100.000
	06/01/2026	3.890%	41,352.42	07/16/2021	100.000
	06/01/2027	3.890%	42,961.03	07/16/2021	100.000
	06/01/2028	3.890%	44,632.21	07/16/2021	100.000
	06/01/2029	3.890%	46,368.40	07/16/2021	100.000
	06/01/2030	3.890%	48,172.14	07/16/2021	100.000
	06/01/2031	3.890%	50,046.03	07/16/2021	100.000
	06/01/2032	3.890%	51,992.82	07/16/2021	100.000
	06/01/2033	3.890%	54,015.36	07/16/2021	100.000
			<u>530,035.31</u>		
Water Refunding, Series 2013B (BB&T), 2013B, BOND:					
	06/01/2022	3.890%	189,340.77	07/16/2021	100.000
	06/01/2023	3.890%	196,706.12	07/16/2021	100.000
	06/01/2024	3.890%	204,357.99	07/16/2021	100.000
	06/01/2025	3.890%	212,307.52	07/16/2021	100.000
	06/01/2026	3.890%	220,566.28	07/16/2021	100.000
	06/01/2027	3.890%	229,146.31	07/16/2021	100.000
	06/01/2028	3.890%	238,060.10	07/16/2021	100.000
	06/01/2029	3.890%	247,320.64	07/16/2021	100.000
	06/01/2030	3.890%	256,941.41	07/16/2021	100.000
	06/01/2031	3.890%	266,936.43	07/16/2021	100.000
	06/01/2032	3.890%	277,320.26	07/16/2021	100.000
	06/01/2033	3.890%	288,107.82	07/16/2021	100.000
			<u>2,827,111.65</u>		
			<u>3,357,146.96</u>		

ESCROW REQUIREMENTS

Washington County, NC  
Water Revenue Refunding Bond, Series 2021

Period Ending	Interest	Principal Redeemed	Total
07/16/2021	16,324.13	3,357,146.96	3,373,471.09
	16,324.13	3,357,146.96	3,373,471.09

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SOURCES AND USES OF FUNDS

Washington County, NC  
Refunding of 2013A Water Revenue Refunding Bond (BB&T)

Dated Date 07/16/2021  
Delivery Date 07/16/2021

Sources:

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Bond Proceeds:	
Par Amount	544,000.00
	<hr/>
	544,000.00

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Uses:

---

Refunding Escrow Deposits:	
Cash Deposit	532,612.61
Cost of Issuance:	
Cost of Issuance	10,421.40
Other Uses of Funds:	
Additional Proceeds	965.99
	<hr/>
	544,000.00

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## NET DEBT SERVICE

Washington County, NC  
Refunding of 2013A Water Revenue Refunding Bond (BB&T)

Date	Principal	Coupon	Interest	Total Debt Service	Net Debt Service
06/01/2022	42,000	2.090%	9,948.40	51,948.40	51,948.40
06/01/2023	41,000	2.090%	10,491.80	51,491.80	51,491.80
06/01/2024	42,000	2.090%	9,634.90	51,634.90	51,634.90
06/01/2025	43,000	2.090%	8,757.10	51,757.10	51,757.10
06/01/2026	44,000	2.090%	7,858.40	51,858.40	51,858.40
06/01/2027	45,000	2.090%	6,938.80	51,938.80	51,938.80
06/01/2028	46,000	2.090%	5,998.30	51,998.30	51,998.30
06/01/2029	47,000	2.090%	5,036.90	52,036.90	52,036.90
06/01/2030	47,000	2.090%	4,054.60	51,054.60	51,054.60
06/01/2031	48,000	2.090%	3,072.30	51,072.30	51,072.30
06/01/2032	49,000	2.090%	2,069.10	51,069.10	51,069.10
06/01/2033	50,000	2.090%	1,045.00	51,045.00	51,045.00
	544,000		74,905.60	618,905.60	618,905.60

## SUMMARY OF REFUNDING RESULTS

Washington County, NC  
 Refunding of 2013A Water Revenue Refunding Bond (BB&T)

Dated Date	07/16/2021
Delivery Date	07/16/2021
Arbitrage yield	2.079576%
Escrow yield	0.000000%
Value of Negative Arbitrage	
Bond Par Amount	544,000.00
True Interest Cost	2.079577%
Net Interest Cost	2.090000%
All-in TIC	2.400535%
Average Coupon	2.090000%
Average Life	6.588
Par amount of refunded bonds	530,035.31
Average coupon of refunded bonds	3.890000%
Average life of refunded bonds	6.828
PV of prior debt to 07/16/2021 @ 2.079577%	591,698.76
Net PV Savings	48,664.75
Percentage savings of refunded bonds	9.181417%

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SAVINGS

Washington County, NC  
 Refunding of 2013A Water Revenue Refunding Bond (BB&T)

Date	Prior Debt Service	Refunding Debt Service	Savings	Present Value to 07/16/2021 @ 2.0795771%
06/30/2022	56,116.54	51,948.40	4,168.14	4,093.37
06/30/2023	56,116.54	51,491.80	4,624.74	4,448.78
06/30/2024	56,116.54	51,634.90	4,481.64	4,222.85
06/30/2025	56,116.54	51,757.10	4,359.44	4,023.60
06/30/2026	56,116.54	51,858.40	4,258.14	3,849.63
06/30/2027	56,116.54	51,938.80	4,177.74	3,699.61
06/30/2028	56,116.54	51,998.30	4,118.24	3,572.24
06/30/2029	56,116.54	52,036.90	4,079.64	3,466.30
06/30/2030	56,116.55	51,054.60	5,061.95	4,212.86
06/30/2031	56,116.54	51,072.30	5,044.24	4,112.16
06/30/2032	56,116.54	51,069.10	5,047.44	4,030.52
06/30/2033	56,116.56	51,045.00	5,071.56	3,966.86
	673,398.51	618,905.60	54,492.91	47,698.76

Savings Summary

PV of savings from cash flow	47,698.76
Plus: Refunding funds on hand	965.99
Net PV Savings	48,664.75

## SUMMARY OF BONDS REFUNDED

Washington County, NC  
Refunding of 2013A Water Revenue Refunding Bond (BB&T)

Bond	Maturity Date	Interest Rate	Par Amount	Call Date	Call Price
Water Refunding, Series 2013A (BB&T), 2013A, BOND:					
	06/01/2022	3.890%	35,498.17	07/16/2021	100.000
	06/01/2023	3.890%	36,879.05	07/16/2021	100.000
	06/01/2024	3.890%	38,313.64	07/16/2021	100.000
	06/01/2025	3.890%	39,804.04	07/16/2021	100.000
	06/01/2026	3.890%	41,352.42	07/16/2021	100.000
	06/01/2027	3.890%	42,961.03	07/16/2021	100.000
	06/01/2028	3.890%	44,632.21	07/16/2021	100.000
	06/01/2029	3.890%	46,368.40	07/16/2021	100.000
	06/01/2030	3.890%	48,172.14	07/16/2021	100.000
	06/01/2031	3.890%	50,046.03	07/16/2021	100.000
	06/01/2032	3.890%	51,992.82	07/16/2021	100.000
	06/01/2033	3.890%	54,015.36	07/16/2021	100.000
			530,035.31		

PRIOR BOND DEBT SERVICE

Washington County, NC  
Refunding of 2013A Water Revenue Refunding Bond (BB&T)

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service	Bond Balance	Total Bond Value
07/16/2021						530,035.31	530,035.31
06/01/2022	35,498.17	3.890%	20,618.37	56,116.54		494,537.14	494,537.14
06/30/2022					56,116.54	494,537.14	494,537.14
06/01/2023	36,879.05	3.890%	19,237.49	56,116.54		457,658.09	457,658.09
06/30/2023					56,116.54	457,658.09	457,658.09
06/01/2024	38,313.64	3.890%	17,802.90	56,116.54		419,344.45	419,344.45
06/30/2024					56,116.54	419,344.45	419,344.45
06/01/2025	39,804.04	3.890%	16,312.50	56,116.54		379,540.41	379,540.41
06/30/2025					56,116.54	379,540.41	379,540.41
06/01/2026	41,352.42	3.890%	14,764.12	56,116.54		338,187.99	338,187.99
06/30/2026					56,116.54	338,187.99	338,187.99
06/01/2027	42,961.03	3.890%	13,155.51	56,116.54		295,226.96	295,226.96
06/30/2027					56,116.54	295,226.96	295,226.96
06/01/2028	44,632.21	3.890%	11,484.33	56,116.54		250,594.75	250,594.75
06/30/2028					56,116.54	250,594.75	250,594.75
06/01/2029	46,368.40	3.890%	9,748.14	56,116.54		204,226.35	204,226.35
06/30/2029					56,116.54	204,226.35	204,226.35
06/01/2030	48,172.14	3.890%	7,944.41	56,116.55		156,054.21	156,054.21
06/30/2030					56,116.55	156,054.21	156,054.21
06/01/2031	50,046.03	3.890%	6,070.51	56,116.54		106,008.18	106,008.18
06/30/2031					56,116.54	106,008.18	106,008.18
06/01/2032	51,992.82	3.890%	4,123.72	56,116.54		54,015.36	54,015.36
06/30/2032					56,116.54	54,015.36	54,015.36
06/01/2033	54,015.36	3.890%	2,101.20	56,116.56			
06/30/2033					56,116.56		
	530,035.31		143,363.20	673,398.51	673,398.51		

ESCROW REQUIREMENTS

Washington County, NC  
Refunding of 2013A Water Revenue Refunding Bond (BB&T)

Period Ending	Interest	Principal Redeemed	Total
06/30/2022	2,577.30	530,035.31	532,612.61
	2,577.30	530,035.31	532,612.61

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SOURCES AND USES OF FUNDS

Washington County, NC  
Refunding of 2013B Water Revenue Refunding Bond (BB&T)

Dated Date 07/16/2021  
Delivery Date 07/16/2021

Sources:

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Bond Proceeds:	
Par Amount	2,896,000.00
	<hr/>
	2,896,000.00
	<hr/> <hr/>

Uses:

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Refunding Escrow Deposits:	
Cash Deposit	2,840,858.48
Cost of Issuance:	
Cost of Issuance	55,478.60
Other Uses of Funds:	
Additional Proceeds	(337.08)
	<hr/>
	2,896,000.00
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## NET DEBT SERVICE

Washington County, NC  
Refunding of 2013B Water Revenue Refunding Bond (BB&T)

Date	Principal	Coupon	Interest	Total Debt Service	Net Debt Service
06/01/2022	223,000	2.090%	52,960.60	275,960.60	275,960.60
06/01/2023	219,000	2.090%	55,865.70	274,865.70	274,865.70
06/01/2024	223,000	2.090%	51,288.60	274,288.60	274,288.60
06/01/2025	228,000	2.090%	46,627.90	274,627.90	274,627.90
06/01/2026	233,000	2.090%	41,862.70	274,862.70	274,862.70
06/01/2027	237,000	2.090%	36,993.00	273,993.00	273,993.00
06/01/2028	242,000	2.090%	32,039.70	274,039.70	274,039.70
06/01/2029	248,000	2.090%	26,981.90	274,981.90	274,981.90
06/01/2030	253,000	2.090%	21,798.70	274,798.70	274,798.70
06/01/2031	258,000	2.090%	16,511.00	274,511.00	274,511.00
06/01/2032	263,000	2.090%	11,118.80	274,118.80	274,118.80
06/01/2033	269,000	2.090%	5,622.10	274,622.10	274,622.10
	2,896,000		399,670.70	3,295,670.70	3,295,670.70



## SUMMARY OF REFUNDING RESULTS

Washington County, NC  
Refunding of 2013B Water Revenue Refunding Bond (BB&T)

Dated Date	07/16/2021
Delivery Date	07/16/2021
Arbitrage yield	2.079576%
Escrow yield	0.000000%
Value of Negative Arbitrage	
Bond Par Amount	2,896,000.00
True Interest Cost	2.079576%
Net Interest Cost	2.090000%
All-in TIC	2.399861%
Average Coupon	2.090000%
Average Life	6.603
Par amount of refunded bonds	2,827,111.65
Average coupon of refunded bonds	3.890000%
Average life of refunded bonds	6.828
PV of prior debt to 07/16/2021 @ 2.079576%	3,156,013.35
Net PV Savings	259,676.27
Percentage savings of refunded bonds	9.185215%

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SAVINGS

Washington County, NC  
Refunding of 2013B Water Revenue Refunding Bond (BB&T)

Date	Prior Debt Service	Refunding Debt Service	Savings	Present Value to 07/16/2021 @ 2.0795763%
06/30/2022	299,315.41	275,960.60	23,354.81	22,935.84
06/30/2023	299,315.41	274,865.70	24,449.71	23,519.45
06/30/2024	299,315.41	274,288.60	25,026.81	23,581.64
06/30/2025	299,315.41	274,627.90	24,687.51	22,785.63
06/30/2026	299,315.41	274,862.70	24,452.71	22,106.80
06/30/2027	299,315.41	273,993.00	25,322.41	22,424.31
06/30/2028	299,315.41	274,039.70	25,275.71	21,924.64
06/30/2029	299,315.41	274,981.90	24,333.51	20,675.17
06/30/2030	299,315.41	274,798.70	24,516.71	20,404.30
06/30/2031	299,315.41	274,511.00	24,804.41	20,221.04
06/30/2032	299,315.41	274,118.80	25,196.61	20,120.18
06/30/2033	299,315.21	274,622.10	24,693.11	19,314.37
	3,591,784.72	3,295,670.70	296,114.02	260,013.35

Savings Summary

PV of savings from cash flow	260,013.35
Plus: Refunding funds on hand	(337.08)
Net PV Savings	259,676.27

## SUMMARY OF BONDS REFUNDED

Washington County, NC  
Refunding of 2013B Water Revenue Refunding Bond (BB&T)

Bond	Maturity Date	Interest Rate	Par Amount	Call Date	Call Price
Water Refunding, Series 2013B (BB&T), 2013B, BOND:					
	06/01/2022	3.890%	189,340.77	07/16/2021	100.000
	06/01/2023	3.890%	196,706.12	07/16/2021	100.000
	06/01/2024	3.890%	204,357.99	07/16/2021	100.000
	06/01/2025	3.890%	212,307.52	07/16/2021	100.000
	06/01/2026	3.890%	220,566.28	07/16/2021	100.000
	06/01/2027	3.890%	229,146.31	07/16/2021	100.000
	06/01/2028	3.890%	238,060.10	07/16/2021	100.000
	06/01/2029	3.890%	247,320.64	07/16/2021	100.000
	06/01/2030	3.890%	256,941.41	07/16/2021	100.000
	06/01/2031	3.890%	266,936.43	07/16/2021	100.000
	06/01/2032	3.890%	277,320.26	07/16/2021	100.000
	06/01/2033	3.890%	288,107.82	07/16/2021	100.000
			2,827,111.65		

PRIOR BOND DEBT SERVICE

Washington County, NC  
Refunding of 2013B Water Revenue Refunding Bond (BB&T)

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service	Bond Balance	Total Bond Value
07/16/2021						2,827,111.65	2,827,111.65
06/01/2022	189,340.77	3.890%	109,974.64	299,315.41		2,637,770.88	2,637,770.88
06/30/2022					299,315.41	2,637,770.88	2,637,770.88
06/01/2023	196,706.12	3.890%	102,609.29	299,315.41		2,441,064.76	2,441,064.76
06/30/2023					299,315.41	2,441,064.76	2,441,064.76
06/01/2024	204,357.99	3.890%	94,957.42	299,315.41		2,236,706.77	2,236,706.77
06/30/2024					299,315.41	2,236,706.77	2,236,706.77
06/01/2025	212,307.52	3.890%	87,007.89	299,315.41		2,024,399.25	2,024,399.25
06/30/2025					299,315.41	2,024,399.25	2,024,399.25
06/01/2026	220,566.28	3.890%	78,749.13	299,315.41		1,803,832.97	1,803,832.97
06/30/2026					299,315.41	1,803,832.97	1,803,832.97
06/01/2027	229,146.31	3.890%	70,169.10	299,315.41		1,574,686.66	1,574,686.66
06/30/2027					299,315.41	1,574,686.66	1,574,686.66
06/01/2028	238,060.10	3.890%	61,255.31	299,315.41		1,336,626.56	1,336,626.56
06/30/2028					299,315.41	1,336,626.56	1,336,626.56
06/01/2029	247,320.64	3.890%	51,994.77	299,315.41		1,089,305.92	1,089,305.92
06/30/2029					299,315.41	1,089,305.92	1,089,305.92
06/01/2030	256,941.41	3.890%	42,374.00	299,315.41		832,364.51	832,364.51
06/30/2030					299,315.41	832,364.51	832,364.51
06/01/2031	266,936.43	3.890%	32,378.98	299,315.41		565,428.08	565,428.08
06/30/2031					299,315.41	565,428.08	565,428.08
06/01/2032	277,320.26	3.890%	21,995.15	299,315.41		288,107.82	288,107.82
06/30/2032					299,315.41	288,107.82	288,107.82
06/01/2033	288,107.82	3.890%	11,207.39	299,315.21			
06/30/2033					299,315.21		
	2,827,111.65		764,673.07	3,591,784.72	3,591,784.72		

ESCROW REQUIREMENTS

Washington County, NC  
Refunding of 2013B Water Revenue Refunding Bond (BB&T)

Period Ending	Interest	Principal Redeemed	Total
06/30/2022	13,746.83	2,827,111.65	2,840,858.48
	13,746.83	2,827,111.65	2,840,858.48

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## DISCLAIMER

Washington County, NC  
Water Revenue Refunding Bond, Series 2021

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June 7, 2021

Washington County, NC 7

Commissioner Johnson asked if Mr. Cole was positive that this would be approved by the bank. Mr. Cole said the audits have been checked and they are up-to-date with no findings. Mr. Cole went over the fees and said they will not exceed \$69,500. They would be included in the borrowing. Mr. Potter said that the penalty fee from the bank for early payoff may be waived. Mr. Potter said staff is comfortable with doing this.

**Commissioner Phelps made a motion to move forward with re-funding the County's Water Revenue Bond. Commissioner Keyes seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.**

# COUNTY OF WASHINGTON

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

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## RESOLUTION 2021-010

Resolution supporting an application to the Local Government Commission for its approval of refunding revenue bonds in an estimated amount of up to \$3,300,000 to provide savings to the County

***WHEREAS*** --

In 2013, Washington County refinanced \$4,916,179.50 in water and sewer revenue bonds for wastewater treatment plant improvements. The 2013 bonds each carries an annual interest rate of 3.89%. The Board of County Commissioners has been advised that it may be possible to refinance the 2013 bonds and save money.

The refinancing would come through the County's issuance of new revenue bonds. Revenue bonds are not secured by a pledge of the County's taxing power or by a lien on any County real estate. Instead, the bonds are payable only from the net operating revenues of the County's water and sewer system.

North Carolina law requires that the County's issuance of the bonds be approved by the North Carolina Local Government Commission (the "LGC"), a division of the North Carolina State Treasurer's office. Under the LGC's guidelines, this governing body must make certain findings of fact to support the County's application for the LGC's approval of the bonds.

***THEREFORE, BE IT RESOLVED*** by the Board of County Commissioners of Washington County, North Carolina, that the County makes a preliminary determination to refund all or a portion of the 2013 bonds through the issuance of refunding revenue bonds in an amount currently estimated as not to exceed \$3,300,000. The County may also use bond proceeds to pay financing costs. The County asks that the LGC approve



a County application for the issuance of these bonds. The final terms and issuance of the bonds is subject to further approval from the LGC and this Board.

***BE IT FURTHER RESOLVED*** that the Board makes the following findings of fact:

1. The refinancing is necessary and appropriate for the County under all the circumstances. The refinancing will save the County money by lowering debt service costs.

2. The refinancing is feasible. The County believes that the customer utility bills that will be necessary to provide for bond payments will be reasonable under the circumstances.

3. The County's debt management procedures and policies are sound and in compliance with law, and the County is not in default under any of its debt service obligations.

4. The County will be able to market the bonds at reasonable rates of interest. The County will closely review proposed bond rates against market rates with guidance from the LGC and the County's financial adviser. All amounts financed will reflect either approved contracts, professional estimates or previous actual expenditures.

***BE IT FURTHER RESOLVED*** as follows:

(a) The Board directs the County Manager and the Finance Officer to take all appropriate steps toward the completion of the refinancing, including (i) completing an application to the LGC for its approval of the proposed financing, and (ii) soliciting one or more proposals from financial institutions to provide the financing. The Board ratifies all prior actions of County representatives in this regard.

(b) This resolution takes effect immediately.

\*\*\*\*\*

I certify as follows: that the foregoing resolution was properly adopted at a meeting of the Board of County Commissioners of Washington County, North Carolina; that this meeting was properly called and held on June 7, 2021; that a quorum was present and acting throughout the meeting; and that this resolution has not been modified or amended, and remains in full effect as of today.

Dated this 7<sup>th</sup> day of June, 2021.

(SEAL)

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Julie Bennett, CMC, NCMCC  
Clerk to the Board  
Washington County, North Carolina

**FY22 BUDGET DISCUSSION:**

Chair Sexton said he wanted to discuss Courthouse security. Chair Sexton told the Board that he and Mr. Potter met with the Sheriff. Chair Sexton asked the Sheriff to check with other counties to see how they handle their Courthouse security. Chair Sexton would like to roll the money in the security fund to the Sheriff's budget to hire two deputies to handle Courthouse security. Chair Sexton said Mr. Potter talked with the Register of Deeds and he did not have any issues with making a change.

Commissioner Keyes said she thinks it would lead more credence to have a deputy in that position and more of a sense of authority. Commissioner Walker said he agreed but asked how much money are we talking about spending. Mr. Potter said the funding is in the Facilities line. Mr. Potter said there may be a chance to use ARP funds for this. Commissioner Johnson asked how much more it will cost the County. Mr. Potter said it would just about double. In FY20, the cost was \$54,000; so the amount is close to about \$60,000 for basic security guards. It will be about \$150,000 for the personnel (2 certified deputies), but then there would be equipment –even possibly a new vehicle. Commissioner Keyes asked about looking for grants to help purchase the equipment. Mr. Potter said he's not aware of any grants at the present time for Courthouse security. Commissioner Walker asked would this take effect on July 1. Mr. Potter said not necessarily because the sheriff has to hire staff. The County can get out of its contract with the current security agency at any time. Commissioner Johnson said her issue is that we don't have to do it to this extent. Chair Sexton feels the County does need good security and feels this is the better way to do it.

Mr. Potter said if he is directed he can incorporate an additional \$90,000 for this and the Board can take it up when the budget is presented for approval. He would like to meet again on June 14 at 6:00 PM.

Commissioner Walker said safety is a priority and feels the County needs to have the best for our citizens and our employees.

Mr. Potter said he is waiting for updated fees from EMS, and there will be the increase of the Solid Waste fee of \$25 (from \$275 to \$300) and reducing what the citizens can take to the landfill from 4 tons to 1 ton. Also the Recreation Department has requested to waive insurance (\$15/participant for each year) and fees to play the sports for this summer due to the lack of participants in the program. The parents are having difficulty coming up with these funds for their kids. The Board could waive one of these requests or two of them or none of them. Discussion ensued. Commissioner Keyes said that if waiving the insurance will help get kids to sign up, it's worth it. Mr. Potter said the ARP funds could be used to cover the insurance and fees. Commissioner Phelps said to waive the fees for this year and try to use ARP funds. Commissioner Johnson said she would like to see the fee schedule. Mr. Potter said he would send it to all of the Board.

Mr. Potter mentioned that the paving of the DSS parking lot and the Senior Center parking lot was pulled out of the budget.

Mr. Potter said he would like to have an Open House for prospective vendors to understand how the County works when it comes to RFP's and bids and bid openings. Discussion ensued.

DESIGNATION OF VOTING DELEGATE TO THE NCACC'S CONFERENCE AND TO THE NACo CONFERENCE: Ms. Julie Bennett, Clerk to the Board spoke to the Commissioners and noted that she received the following information.

**Julie Bennett**

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**From:** Alisa Cobb <[alisa.cobb@ncacc.org](mailto:alisa.cobb@ncacc.org)>  
**Sent:** Thursday, May 27, 2021 3:36 PM  
**To:** County Managers; County Clerks  
**Subject:** Designation of Voting Delegate to NCACC's 114th Annual Conference, August 2021  
**Attachments:** Voting delegate form 2021.doc

Good Afternoon County Managers and Clerks to the Board,

The NCACC 114<sup>th</sup> Annual Conference Business Session will be held in New Hanover County on Saturday, August 14, at 12:45 p.m. Each county will be entitled to one vote on items that come before the membership, including the election of the NCACC Second Vice President.

In order to facilitate the voting process, we ask that each county designate one voting delegate (*and also may assign one alternate voting delegate*) prior to Annual Conference using the attached Designation of Voting Delegate form.

Please return the completed form to Alisa Cobb via email by close of business **Monday, August 9, 2021**. Should you have any questions, please contact Alisa Cobb at [alisa.cobb@ncacc.org](mailto:alisa.cobb@ncacc.org).

Thank you for all you do to help us make this a successful event.



North Carolina  
Association of  
County Commissioners

**Alisa Cobb**

Policy Assistant  
Phone (919) 715-2685

[www.ncacc.org](http://www.ncacc.org)



### Designation of Voting Delegate to NCACC Annual Conference

I, \_\_\_\_\_, hereby certify that I am the duly designated voting delegate for \_\_\_\_\_ County at the 114<sup>th</sup> Annual Conference of the North Carolina Association of County Commissioners to be held during the Annual Business Session on August 14, 2021, at 12:45 p.m. in New Hanover County.

Voting Delegate Name: \_\_\_\_\_

Title: \_\_\_\_\_

In the event the designated voting delegate is unable to attend, \_\_\_\_\_ has been selected as \_\_\_\_\_ County's alternate voting delegate.

Alternate Voting Delegate Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Article VI, Section 2 of our Constitution provides:**

“On all questions, including the election of officers, each county represented shall be entitled to one vote, which shall be the majority expression of the delegates of that county. The vote of any county in good standing may be cast by any one of its county commissioners who is present at the time the vote is taken; provided, if no commissioner be present, such vote may be cast by another county official, elected or appointed, who holds elective office or an appointed position in the county whose vote is being cast and who is formally designated by the board of county commissioners. These provisions shall likewise govern district meetings of the Association. A county in good standing is defined as one which has paid the current year's dues.”

Please return this form to Alisa Cobb via email by **Monday, August 9, 2021** close of business:

**Email: [alisa.cobb@ncacc.org](mailto:alisa.cobb@ncacc.org)**

**Julie Bennett**

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**From:** NACo <naco@naco.org>  
**Sent:** Tuesday, June 1, 2021 2:36 PM  
**To:** Julie Bennett  
**Subject:** Register a Voting Delegate for the NACo Annual Conference

Having trouble viewing this email? [Click Here](#)



## REGISTER A VOTING DELEGATE FOR THE 2021 NACo ANNUAL CONFERENCE

Thank you for your membership in the National Association of Counties (NACo). NACo's 2021 Annual Business Meeting and Election will be held virtually and in-person at the Gaylord National Resort & Convention Center in Prince George's County, Md. on Monday, July 12, tentatively scheduled for 1 p.m. EDT.

All designated voting delegates, whether participating in person or virtually, will cast their votes using an online/mobile solution. Virtual participants will be able to view the meeting in real time.

**In order to vote, please:**

- Register for the [2021 Annual Conference](#) (regardless of in-person or virtual participation)
- Pay 2021 NACo membership dues in full
- [Designate the primary voting delegate](#) for the county by Friday, July 9, 2021 at 5 p.m. EDT.

County Chief Elected Officials, clerks to the county board and conference registrants can designate a primary voting delegate.

Use the link below to designate a primary voting delegate or assign a proxy.

[APPOINT YOUR PRIMARY VOTING DELEGATE](#)

If you have difficulty accessing the portal, email [membersupport@naco.org](mailto:membersupport@naco.org) or call 1-888-407-6226. For questions about the credentials process, email [credentials@naco.org](mailto:credentials@naco.org).

### **NONATTENDING COUNTIES**

Counties that are not attending the conference but would like their votes to be cast must register and pay the conference registration fee by Tuesday, July 6 at 12 p.m. EDT. Once registered, the county must assign their proxy votes to another member county in their state or their state association.

We look forward to seeing you online or in person in Prince George's County, Md. in July!

The Board opted to bring this back to the July 6, 2021 meeting.

### **BOARDS & COMMITTEES:**

#### **JCPC**

Ms. Bennett said she attached a JCPC membership list (submitted by the JCPC) with the ones noted that will need to be appointed in their agenda package. The names in yellow are current members whose terms expire June 30, 2021. They are interested in being re-appointed for another 2 year term. Dr. Linda Carr, Superintendent, is willing to serve in her position. She will be a new appointment. Terri Gallop, was a designee in that position, but will move down to an At-Large position. Deborah Price Fonville is retiring and will not need to be re-appointed. Along with Dr. Carr, the other 2 new members are Jakela Bryant, Court Counselor in Plymouth, who will fill the previously vacant At-Large position and Ni'chelle Caldwell, who will fill one of the persons under the age of 21 positions, that also have been vacant.





Commissioner Johnson said Martin County will have one soon too and would like something from us.

Ms. Keyes said she had a letter that the County Manager's office assisted with for the invitation to the Human Relations Council and the Citizens' Academy. Mr. Potter said that the County is still working on having a Citizen's Academy to give the public a view of what happens in County business and how it is run. Mr. Potter said he would circulate the letter to the Board after a date/time is chosen.

Chair Sexton asked how the Airport Committee is coming. Mr. Potter said that Ms. Moscato is working on it and will get the invitation letter out soon. Chair Sexton said the County has a pilot in our audience—Mr. Dwight Respass. Chair Sexton asked if Mr. Respass if he would like to be on the Airport Committee. He said yes, he would like to be on it.

Mr. Potter stated that tomorrow the Chair and some staff will attend training on our distressed water system.

Mr. Potter said the automated call will go out tomorrow to citizens who have not paid their water bills yet.

Mr. Potter said the County had a lightning strike at the Senior Center on Thursday. It messed up the phones, computers, router, etc. We will help the Senior Center as much as we can but since we are nearing the end of this fiscal year may have to wait before ordering new equipment and do it in the new budget.

Mr. Potter received a request from the Roanoke Development Center (RDC) that if the County has any vehicles being surplus, they would like to have one.

**Commissioner Walker made a motion to go into Closed Session pursuant to NCGS§143-318.11(a)(3)--attorney-client privilege, NCGS§143-318.11(a)(4) (economic development) and NCGS 143-318.11(a)(6) to discuss personnel. Commissioner Keyes seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, 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 Keyes made a motion to recess to June 14, 2021@ 6:00 PM in the Commissioners' Room and by ZOOM to livestream to the County's Facebook page. Commissioner Phelps seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, 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

June 14, 2021

The Washington County Board of Commissioners met in a recessed meeting on Monday, June 14, 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.

ADDITIONS/DELETIONS: Ms. Bennett asked to add Item 1A: Approval of Fireworks at Albemarle Beach and Introduction of the New EMS Deputy Director, Ms. Annette Ward.

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

*Items listed under the Consent Agenda 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) Resolution: NC Opioid Allocation Memorandum of Agreement (MOA)
- b) Second Judicial District Drug Recovery Coordinator

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

**APPROVAL OF FIREWORKS AT ALBEMARLE BEACH ON JULY 3:**

Commissioner Phelps picked up on the fact that the insurance, provided by the person who wants this approval, has expired. Mr. Pittman said Mr. Godwin said he is aware of that and has sent in the appropriate paperwork and his insurance will be reinstated before the event and he will get his paperwork to Mr. Pittman before the event.

**Commissioner Keyes made a motion to approve the request for having fireworks at Albemarle Beach on July 3. Commissioner Phelps seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes; and Commissioner Sexton, yea. Motion carried unanimously.**

**INTRODUCTION OF NEW EMS DEPUTY DIRECTOR:** EMS Director, Ms. Jennifer O’Neal introduced Ms. Annette Ward as the new EMS Deputy Director and said she has hit the ground running. Ms. O’Neal said that Ms. Ward came to Washington County from Chowan County. She used to work for Washington County EMS part time. Ms. Ward was a supervisor/head of training/and the Medical Examiner in Chowan County. She said she is so glad to be back in Washington County. Chair

Sexton said thanks to Ms. Ward for coming on board with Washington County EMS and looks forward to working with her. Commissioner Johnson also welcomed her.

ADOPTION OF THE WASHINGTON COUNTY FY22 BUDGET ORDINANCE: Mr. Curtis Potter, CM/CA distributed a FY22 Budget Ordinance Memo for the Board to review. It is a summarization of the complete ordinance.

**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.



POST OFFICE BOX 1007  
PLYMOUTH, NORTH CAROLINA 27962  
OFFICE (252) 793-5823  
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ADMINISTRATION STAFF:  
CURTIS S. POTTER  
COUNTY MANAGER/COUNTY ATTORNEY  
cpotter@washconc.org

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

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

**FY22 BUDGET ORDINANCE MEMO**

TO: Washington County Board of Commissioners  
FROM: Curtis S. Potter, Budget Officer  
RE: Budget Officer's Recommended Budget for July 1<sup>st</sup>, 2021 to June 30, 2022 (FY22)  
DATE: June 14, 2021

Attached for your consideration and approval is the proposed FY22 Budget Ordinance based on the original Budget Officer's Recommended Budget as presented to the Board on May 17<sup>th</sup>, 2021 with additional modifications made by the Board during the budget review and workshop sessions.

In most cases any specific modifications approved by the Board are highlighted in yellow within the usually green "Approved" column shown within the attached budget worksheets which are provided for informational purposes in support of the summary information set forth in the Budget Ordinance itself.

- For FY22 most of the adjustments in the general fund consisted of the additional Capital Improvement Project (CIP) items shown in the "FY22 Board Approv" column of the revised CIP attached to the very back of this packet. The approved items total \$643,500 and have been placed within individual departmental budgets in the general fund as shown within the attached sheets. The larger items include:

10-4110-392	TAX	Software	\$80,000
10-4220-550	IT	Server Hardware	\$30,000
10-4260	ROD	Server Hardware	\$25,000
10-8300-NL	CENT SERV	Annual Copier Replacement Costs	\$35,000
10-4260-NL	BUILDINGS	Courthouse Roof Repairs	\$140,000
10-4260-NL	BUILDINGS	Roof Repair Reserve	\$40,000
10-4260-NL	BUILDINGS	HVAC Repair Reserve	\$20,000
10-4265-540	FACILITIES	Strader Office Relocation Proj.	\$17,000

10-4310-540	SHERIFF	Replacement Vehicles (3 + 1)	\$130,000
10-5400-540	DSS	Replacement Vehicle Riverlight	\$96,500
10-9800-058	TRANS to FUND58	PARTF Match	\$30,000

2. Adjustments were also made to remove a duplicated allocation of the 10,000 per year PARTF Grant Match set aside which was erroneously included in several places as \$40,000 instead of the correct \$30,000 and which for FY22 is being transferred out of the GF and into Fund 58 to prevent the need to continue reallocating the full previously allocated balance as it grows each fiscal year. The resulted in the following:

- a. -\$30,000 10-6120-660 REC PARTF
- b. +\$30,000 10-9800-058 TRANS F58 PARTF
- c. 30,000 58-3980-010 PROJ/GR PARTF (Correction from 40k)
- d. 30,000 58-NEW PROJ/GR PARTF (Correction from 40k)

3. An additional \$2,500 was added to 10-6120-310 for Recreation Travel to reflect the delay of the State Games typically held this FY until early next FY.

4. Inclusion of additional funding to convert the 2FT contracted courthouse security positions to 2FT Sheriff's Deputies. For the time being the original \$62,000 allocated in 10-4260-440 is left in place and equivalent to the funds needed for one equipped FT Deputy. An additional \$60,000 has been added to the Sheriff's main salary line at 10-4310-010 and the allocation for 3 patrol vehicles has been increased to 4 in line 10-4310-540 from \$97,500 to \$130,000.

5. The actual individual Fire Department Allocations have been made based on the recommendation of the Fire Commission as verified by the Emergency Management Department. No changes to totals.

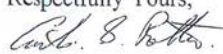
6. Adjustments were also made to the drainage fund to reflect the decision not to form the Eddie Smith Service District for FY22. A new special assessment district will be considered later in FY22 and appropriate budget amendments to reflect any applicable assessments made from that district will be brought forward if appropriate at a later date.

- a. -\$6,500 30-3930-000 DRAIN Eddie Smith
- b. \$6,500 30-3990-000 DRAIN Appropriated Watershed Reserve

7. Fund Balance Appropriations/Transfers: As a result of the foregoing modifications certain additional allocations of "designated for future allocation" lines and available fund balance lines have been made in several funds to offset increased allocations, and to keep each fund budget balanced as required by law. These include without limitation:

- a. Appropriated General Fund Balance has increased from \$343,528 to \$994,528

Thank you for your time and consideration of this recommended budget. I look forward to continuing to work with this Board and the staff through its deliberation and eventual adoption.

Respectfully Yours,  
  
 Curtis S. Potter

# Washington County Budget Ordinance

Fiscal Year Beginning July 1, 2021 & Ending June 30th, 2022 (FY22)

In accordance with G.S. 159.13, be it ordained by the Board of Commissioners of Washington County, North Carolina as follows:

## Section 1.

### REVENUES

It is estimated that the revenues and Fund Balances of the funds hereafter listed will be available for the fiscal year indicated above, to finance the appropriations set forth in Section 2 below, and in accordance with the chart of accounts established for Washington County:

<b>GENERAL FUND (10)</b>	<b>\$15,878,456</b>
Taxes Ad-Valorem Current Year	\$7,240,525
Tax Discounts	(\$65,000)
Ad-Valorem Taxes-Motor Vehicle	\$823,200
NCVTS, Contra, Refunds	(\$30,000)
Prior Year Taxes	\$355,000
Tax Penalties & Interest Current Year	\$31,500
Tax Penalties & Interest Prior Years	\$68,000
Prepayment Property Taxes	\$42,000
Article 39 One Cent Sales Tax	\$935,000
Article 40 1/2 Cent Sales Tax (Unrestricted 70%)	\$630,000
Article 42 1/2 Cent Sales Tax (Unrestricted 60%)	\$200,000
SL 2015-241 Sales Tax Redistribution	\$303,204
ABC Taxes & Profit Distribution	\$68,000
Leased Vehicles Gross Tax	\$700
Detention Fees & Concessions	\$44,000
Fees & Licenses	\$185,580
Rents & Concessions	\$11,650
Interest Earned on Investments	\$6,000
Misc Revenues & Sale of Fixed Assets	\$500
Public Assistance Grants & Reimbursements	\$3,314,853
Emergency Management Grants & Reimbursements	\$38,500
DOT Grants & Reimbursements	\$185,089
Other Misc Grants	NA
Other Intergovernmental	\$196,097
JCPC	\$88,940
SRO Reimbursement	\$120,590
Cost Allocation from Water/Sanitation	\$90,000
Loan Proceeds - Installment Financing Vehicles	NA
Appropriated Fund Balance	\$994,528

<b>SCHOOL CAPITAL OUTLAY FUND (21)</b>	<b>\$570,000</b>
Article 40 1/2 Cent Sales Tax (Restricted 30%)	\$270,000
Article 42 1/2 Cent Sales Tax (Restricted (40%))	\$300,000
Transfer from General Fund	\$0
Appropriated Fund Balance	\$0
<b>DRAINAGE FUND (30)</b>	<b>\$267,498</b>
Watershed Improvement Tax	\$95,997
Watershed Improvement Tax Prior Yrs/Penalties/Interest	\$7,510
Tax Discounts	(\$1,000)
Appropriated Watershed Reserve/Fund Balance	\$39,819
Stream Debris Removal Allocation from State	\$125,172
<b>SANITATION FUND (33)</b>	<b>\$1,447,583</b>
Construction Contractor Disposal Fees	\$60,000
Metal/White Goods	\$4,100
Electronics Mgmt. Fund	\$0
NC DENR GRANT	\$3,500
Solid Waste User Fee County	\$1,144,845
Rural Solid Waste Tipping Fees Billed	\$79,164
White Goods Disposal Fee/Grants	\$6,000
Solid Waste Disposal Tax	\$7,500
State Tire Tax Revenues	\$16,000
State Tire Tax Revenues Billed	\$500
Town Solid Waste Availability Fee Billed	\$125,974
<b>WATER FUND (35)</b>	<b>\$1,532,441</b>
Interest Earned on Investments	\$400
Utility Base Charges	\$815,000
Utility Consumption Charges	\$550,000
TAP & Connection Fees	\$10,000
Reconnection Fees	\$25,000
Penalties & Interest Utility Bills	\$5,000
NC DOT Utility Relocation Reimbursements	\$127,041
<b>EMS FUND (37)</b>	<b>\$2,265,927</b>
NCACC Cost Reimbursements	\$130,000
EMS Revenues	\$581,000
Transport Revenues	\$260,000
EMS Standby Revenues	\$0
Tyrrell County EMS Contract	\$675,000
Transfer from General Fund	\$383,987
Appropriated Fund Balance	\$234,840
Sale of Fixed Assets & Donations	\$1,100

<b>AIRPORT GRANTS FUND (38)</b>	<b>\$615,000</b>
<b>AIRPORT OPERATIONS FUND (39)</b>	<b>\$181,997</b>
Fuel Sales	\$55,000
Hangar Rentals	\$12,000
Timber Sales	\$10,000
Transfer from General Fund	\$95,997
CRF/ARP Grant Funds	\$9,000
Appropriated Fund Balance	\$0
<b>DSS TRUST &amp; FC DEPOSITS FUND (51)</b>	<b>\$130,000</b>
<b>SPECIAL PROJECTS/GRANTS FUND (58)</b>	<b>\$611,301</b>
<b>TRAVEL &amp; TOURISM FUND (63)</b>	<b>\$161,682</b>
Motel Occupancy Tax	\$161,682
Interest Earned on Investments	\$0
Appropriated Fund Balance	\$0
<b>EMERGENCY 911 FUND (69)</b>	<b>\$193,399</b>
911 Surcharge	\$93,614
Appropriated Fund Balance	\$99,785
<b>TAX REVALUATION FUND (70)</b>	<b>\$40,000</b>
Transfer from General Fund	\$40,000
Appropriated Fund Balance	\$0
Interest on Investments	\$0
<b>TOTAL REVENUES - ALL FUNDS</b>	<b>\$23,895,283</b>

Section 2.

**APPROPRIATIONS/EXPENSES**

Based upon the revenue estimates described in Section 1 above, the following amounts are hereby appropriated in the funds hereafter listed, and within any functions designated therein, to fund the operations of Washington County government and its activities for the fiscal year indicated above, and in accordance with the chart of accounts established for Washington County.

<b>GENERAL FUND (10)</b>	<b>\$15,878,456</b>
Governing Board	\$103,162
Manager's Office	\$367,652
Finance	\$383,681
Tax Administration	\$422,079
Professional Services	\$410,000
Board of Elections	\$167,164
Register of Deeds	\$175,218
Information Technology	\$181,959
Buildings	\$287,552
Facility Services	\$624,484

Sheriff's Office	\$1,596,195
Washington Union SRO	\$60,881
Creswell SRO	\$62,153
Plymouth High SRO	\$59,679
Pines SRO	\$0
Detention Center	\$1,063,768
Emergency Management	\$114,231
COVID-19 CRF Funds	\$0
Fire Protection	\$383,987
Forestry	\$104,186
Planning	\$221,423
GIS	\$72,613
Health Department	\$307,288
Senior Center	\$227,643
Veteran Services	\$12,888
Social Services Admin	\$3,622,961
Social Services Economic Support	\$740,632
Social Services Transportation	\$303,838
JCPC/Juvenile Service	\$97,015
Board of Education Current Exp	\$1,735,000
Communications	\$524,443
Mental Health	\$30,000
Medical Examiner	\$8,000
Cooperative Extension	\$141,960
Soil & Water	\$60,373
Library	\$192,479
Recreation	\$163,793
Community Alternative	\$5,000
Central Services	\$268,093
Debt Service	\$0
Transfers	
EMS Fund (37)	\$383,987
Airport Grant Fund (38)	\$0
Airport Operations Fund (39)	\$95,997
Drainage Fund (30)	\$0
Transfer to Spec. Projects & Grants Fund (58)	\$30,000
Tax Re-Valuation Fund (70)	\$40,000
School System Capital Outlay Fund (21)	\$0
Sales Tax Redistribution	\$0
Contingency	\$25,000



<b>SCHOOL CAPITAL OUTLAY FUND (21)</b>	<b>\$570,000</b>
Capital Outlay	\$400,000
Designated for Future Appropriation	\$170,000
<b>DRAINAGE FUND (30)</b>	<b>\$267,498</b>
<b>SANITATION FUND (33)</b>	<b>\$1,447,583</b>
<b>WATER FUND (35)</b>	<b>\$1,532,441</b>
Water Operations Expenses	\$1,133,376
Water Treatment Expenses	\$399,065
<b>EMS FUND (37)</b>	<b>\$2,265,927</b>
EMS Expenses	\$1,883,510
Transport Expenses	\$308,589
Debt Service	\$73,828
<b>AIRPORT GRANTS FUND (38)</b>	<b>\$615,000</b>
<b>AIRPORT OPERATIONS FUND (39)</b>	<b>\$181,997</b>
<b>DSS TRUST &amp; FC DEPOSITS FUND (51)</b>	<b>\$130,000</b>
<b>SPECIAL PROJECTS/GRANTS FUND (58)</b>	<b>\$611,301</b>
<b>TRAVEL &amp; TOURISM FUND (63)</b>	<b>\$161,682</b>
TTA Operations	\$64,982
TTA Admin	\$96,700
<b>EMERGENCY 911 FUND (69)</b>	<b>\$193,399</b>
PSAP Expenses	\$108,399
Capital Outlay (Backup PSAP)	\$85,000
<b>TAX REVALUATION FUND (70)</b>	<b>\$40,000</b>
<b>TOTAL APPROPRIATIONS - ALL FUNDS</b>	<b>23,895,283</b>

Section 3.

**TAX LEVIES**

AN AD-VALOREM PROPERTY TAX, IS HEREBY LEVIED, at the rate of EIGHTY-FOUR CENTS (\$0.840) per one hundred dollars (\$100) valuation on all real and personal property and motor vehicles listed for taxes as of January 1, 2021 for the specific purpose of generating the revenues referred to as Taxes Ad-Valorem Current Year and Ad-Valorem Taxes-Motor Vehicle in Section 1 of this Ordinance.

A SPECIAL WATERSHED IMPROVEMENT TAX, IS HEREBY LEVIED, at the rate of ONE CENT (\$0.01) per one hundred dollars (\$100) valuation on all real and personal property and motor vehicles listed for taxes as of January 1, 2021 for the specific purpose of generating the revenues referred to as "Watershed Improvement Tax" in Section 1 of this Ordinance, which revenues shall be deposited within the Drainage Fund of Washington County and used for the prevention of flood water and sedimentation damages, and for furthering the conservation, utilization, and disposal of water and the development of water resources. This tax was authorized by referendum election held May 6, 1972.

THESE LEVIES, and the corresponding estimate for revenues generated therefrom are based on the following projected tax base and collection rates.

Tax Base	Value	Rate
Motor Vehicles	\$98,000,000.00	100.00%
Public Utilities	\$58,000,000.00	100.00%
All other Real & Personal Property	\$840,003,364.00	95.71%
Total Value/Combined Rate:	\$996,003,366.96	96.38%

Section 4.

**FEE SCHEDULE**

Any updated Washington County Fee Schedule attached to this Ordinance, shall be considered a part hereof, and shall be deemed adopted upon the approval of this Ordinance. In such event, the terms and provisions thereof shall supersede, replace, and control over any and all inconsistent terms or provisions of any previously adopted fee schedules. However, if no such updated schedule is actually attached hereto, the most recent Washington County Fee Schedule actually approved by the Board of Commissioners is hereby ratified and reapproved, and shall be deemed to continue to apply with full force and effect, unless or until it is actually revised, replaced, or repealed by the Board of Commissioners.

Section 5.

**PAY PLAN & SALARY SCHEDULE**

Any updated Washington County Salary Schedule attached to this Ordinance, shall be considered a part hereof, and shall be deemed adopted upon the approval of this Ordinance. In such event, the terms and provisions thereof shall supersede, replace, and control over any and all inconsistent terms or provisions of any previously adopted Salary Schedules. However, if no such updated schedule is actually attached hereto, the most recent Washington County Salary Schedule actually approved by the Board of Commissioners is hereby ratified and reapproved, and shall be deemed to continue to apply with full force and effect, unless or until it is actually revised, replaced, or repealed by the Board of Commissioners.

## Section 6.

**MISCELLANEOUS**

- a. Use of electronic or facsimile signature is authorized for use on County checks to the fullest extent permitted by law.
- b. Reimbursement for mileage will be .50 cent per mile.
- c. Additional detailed breakdowns by line item are provided for informational purposes in the attached spreadsheets reflecting the projected revenues and allocated expenditures by Fund/Department.
- d. Departments must abide by the pre-audit procedures found in G.S. 159.28 together with any and all applicable county purchasing policies or laws when purchasing goods and services.
- e. Property acquired by Washington County or any department through purchase, gifts, or other legal acquisitions will be disposed of in accordance with NCGS 160A Art. 12, or if applicable NCGS 15-11.1, and otherwise in accordance with applicable county policies or law.
- f. Governing Board:
  - i. In accordance with Washington County policy, members of the Board of Commissioners will receive a general stipend of \$ 575.00 per month, whereas the Chair of the Board will receive \$ 650.00 per month.
  - ii. Due to the demands of the office, the Chair will receive an in-county travel stipend of \$ 275.00 per month, whereas other Commissioners will receive \$225.00 per month. In-County travel for this section is defined as being within thirty (30) miles of the individual Commissioners' home.
  - iii. A cellular telephone stipend of \$ 50.00 per month will be provided to all Commissioners.
- g. All outside agencies or other parties that receive county funding shall submit financial statements to the county each year at the end of any of their respective annual budget cycles in which such funding was received, and shall provide a written report to the Budget Officer regarding how such funds were actually used for the benefit of Washington County or its citizens if not otherwise disclosed within such financial statements or other regularly provided or publicly available reports. Approved county payments may be delayed pending receipt of such information. All such agencies or parties shall also submit a written request to the Budget Officer for the continuation of any such funding or for any new or revised funding no later than 90 days prior to the start of any fiscal year in which Washington County will be asked to provide such funding (March 31st).
- h. Copies of this Budget Ordinance shall be furnished by the Clerk to the Board to the County Manager, Finance Officer, Tax Administrator, and Board of Education for direction in the carrying out of their duties, and are available for public inspection in the Office of the Clerk to the Board.

**Section 7. BUDGET OFFICER AUTHORITY:**

The Budget Officer (County Manager) is hereby granted the following authority:

- a. To make any changes to the Approved Salary Schedule, or to an Employee's Salary, after first consulting with the Board either collectively or individually.
- b. To make transfers between line items in the same department, or between department budgets supervised by one department head, without limitation.
- c. To otherwise make transfers up to \$5,000 between departments, including contingency, within the same fund.
- d. To apply for and accept grant funding unless application or acceptance directly by the Board is required by any applicable grantor source, provided any local match required must be approved by the Board if not otherwise allocated within the approved Budget, and to execute any necessary grant agreements to facilitate the same. All grant funds must be budgeted before being spent.
- e. During the month of June only, the Budget Officer may make any necessary inner-departmental and/or inter-departmental budget transfers/amendments within any single fund, and in any amount deemed reasonably necessary, to complete year end spending and close out the fiscal year. Nothing herein shall authorize the Budget Officer to increase or decrease the overall budgeted amount for any fund without prior approval of the Board.
- f. All Budget Amendments and/or Transfers made by the Budget Officer hereunder shall be reported to the Board of Commissioners at their next regular meeting following such transfers, or as soon thereafter as possible, and shall be deemed ratified by the Board unless action is taken by the Board to nullify any such transfer.
- g. To approve change orders for contracts approved by the Board up to \$25,000 per occurrence without exceeding the total allocated budget for any project. Any such approvals shall be reported to the Board at or before its next regular meeting.

**Section 8. ADOPTION**

The Washington County Board of Commissioners, having conducted a public hearing on the adoption of the budget for the fiscal year referred to in the heading hereof on or about the 7<sup>th</sup> day of June, 2021, in accordance with applicable laws, does hereby adopt this Budget Ordinance for such fiscal year this 14<sup>th</sup> day of June, 2021.

  
William "Bill" R. Sexton, Board of Commissioners

  
Julie Bennett, Clerk to the Board, CMC, NCMCC



WASHINGTON COUNTY  
**FEE SCHEDULE**  
 (Effective: July 1<sup>st</sup>, 2021)

**ANIMAL CONTROL FEE SCHEDULE:**

<b>ADOPTION</b>	
Dog/each	\$ 35.00
Cat/each	\$ 35.00
Other/each	\$ 10.00
<b>PICK-UP/SURRENDER</b>	
Pick-up/Surrender dog	\$ 25.00
Pick-up/Surrender puppy	\$ 10.00
Pick-up/Surrender cat	\$ 35.00
<b>ANIMAL REDEMPTIONS</b>	
Impoundment	\$35.00 + 5.00 per day per animal
<b>PENALTIES</b>	
First offense	\$ 25.00
Second offense	\$ 50.00
Third offense	\$ 150.00
<b>COLLECTION FOR RESALE PERMIT</b>	
Annual permit fee	\$ 250.00
<b>OTHER</b>	
Owner request pick-up	\$ 35.00

\*\*\*Fees to be collected by the Animal Control Officer, Sheriff's Department, or Finance Office.

**BUILDING INSP. & ZONING PERMITS FEE SCHEDULE:**

The fee for all permits required by this Code shall be paid at the time of filing the application in accordance with the following schedule.

**SECTION 1. AUTHORITY**

The authority for this Ordinance is found at G.S. 153-A-354.

The building inspector is authorized to assign all construction to one of the categories contained herein. The assignment will be to the category, which in his discretion, is the one most closely related to the proper construction category.

**SECTION 2. MOBILE HOMES AND MODULAR HOUSING**

Camper	\$ 125.00
Single wide mobile homes	\$ 150.00
Double wide mobile homes	\$ 175.00
Triple wide mobile homes	\$ 200.00

**SECTION 3. LIGHT CONSTRUCTION — UTILITY BUILDING, STORAGE,**

**PRIVATE, GARAGES, ETC.**

0 — 200 square feet	\$ 100.00
201 — 600 square feet	\$ 150.00
601 — no limit	\$ .20 per additional sq. ft.

**SECTION 4. NEW CONSTRUCTION — RESIDENTIAL AND COMMERCIAL**  
Per Square foot (heated and unheated) \$ .20

**SECTION 5. ALTERATIONS, REPAIRS, PIERS, BULKHEADS, WATERWAY STRUCTURES, GREENHOUSE INSTALLATIONS**

For a valuation under \$5,000.00 no fee shall be required.  
For a valuation over \$5,000.00 and without limit the fee shall be \$10.00 per thousand dollars or a fraction thereof (minimum of \$25.00)

**SECTION 5A. SOLAR PANELS (Adopted August 20, 2012)**

Residential	\$ 75.00
Commercial	\$0.50 per panel (with a <u>minimum</u> fee of \$250)

**SECTION 6. SWIMMING POOLS** \$ 100.00

**SECTION 7. ELECTRICAL**

New construction — residential and commercial	\$ .08 per square foot
Alterations	\$ 75.00
Temporary service pole	\$ 75.00

**SECTION 8. RESTORATION OF ELECTRICAL SERVICES** \$ 75.00

**SECTION 9. MECHANICAL PERMITS**

New Construction- residential and commercial	\$ .08 per square foot
Alterations	\$ 75.00

**SECTION 10. DUAL FUEL PERMITS** \$ 150.00

**SECTION 11. INSULATION**

New Construction – residential and commercial	\$ .06 per square foot
Alterations	\$ 75.00

**SECTION 12. VINYL SIDING PERMITS** \$ N/A

**SECTION 13. SHINGLES / RE-ROOF** \$ N/A

**SECTION 14. SIGN PERMITS**

Up to 100 square feet	\$ 60.00
Over 100 square feet	\$ 120.00
Electricity to sign	\$ 75.00

SECTION 15. BEER/WINE (FIRE / BUILDING INSPECTIONS)	\$ 100.00
SECTION 16. DAYCARE INSPECTION	\$ 75.00
SECTION 17. PLUMBING PERMITS	
New construction	\$ .08 per square foot
Alterations	\$ 75.00
SECTION 18. COURTESY OR CHANGE OF OCCUPANCY INSP	\$ 75.00
SECTION 19. DEMOLITIONS	\$ 50.00
SECTION 20. COMMUNICATIONS TOWER	\$ 6.00 per foot of height (plus building permit, if required)
SECTION 21. RE-INSPECTIONS (per re-inspections)	\$ 25.00
SECTION 22. G.S. 87-15.6 (1991) Homeowners Recovery Fund Fee of \$10.00 (State \$9.00, County \$1.00) charged to licensed general contractors for construction or alteration of any single family residential dwelling.	
SECTION 23. FEMA DEVELOPMENT PERMIT RESIDENTIAL AND COMMERCIAL	\$ 25.00
SECTION 24. NATURAL GAS PERMIT	\$ 35.00
SECTION 25. SUBDIVISION DEVELOPMENT FEE	\$ 200.00
SECTION 26. ASBESTOS (Base Rate including 3 samples) Additional samples \$n/a each	\$ n/a
SECTION 27. MOLD INSPECTION Additional samples \$n/a each	\$ n/a
SECTION 28. ZONING FEES	
Zoning Permit	\$25.00
Zoning Permit Amendments	\$37.50
Conditional Use/Special Use Permits	\$150.00
Variance Request	\$200.00
Zoning Ordinance/Map Amendments	\$150.00
Site Plan Review Fee	\$50.00
Appeals to the Board of Adjustment	\$150.00
Yard Sale Zoning Permit (Max of 3 sales within 6 months issuance)	\$25.00

**SECTION 29. ENFORCEMENTS**

A \$50.00 fine for commencement of construction, alterations, additions, repair or other work requiring a permit, will be added to the fees due. Payment of such penalty shall not relieve the violator of criminal prosecution. Other penalties may apply as provided in the North Carolina State Building Codes and National Electrical Code as amended or failure to comply with any of the requirements thereof shall be guilty of a misdemeanor punishable by a fine of not less than ten dollars (\$10.00) nor more than fifty dollars (\$50.00) for each day's violation.

**SECTION 30. APPEALS**

Any appeals as to the existing ordinance shall be made to the County Building Inspector within ten (10) days of written notice from the Inspections Department. Further appeals will be conducted by the County Board of Commissioners. The County Manager shall affix a reasonable time and hearing as to the appeal with the Board. The Board may conduct a full and complete hearing as to the matters in controversy, after which shall, within a reasonable amount of time, give written decision setting forth its finding of fact and its conclusions.

**SECTION 31. SEVERABILITY**

Should any section or provision of this ordinance be declared null and void by the courts, such decisions shall not affect the validity of the ordinance as a whole, or any other independent part thereof.

**SECTION 32. EXEMPTIONS**

No fee shall be required for the County of Washington, State of North Carolina, the United States of America, the Towns of Creswell, Plymouth and Roper, or the Washington County Board of Education.

**SECTION 33. DEFINITIONS**

Modular	-	Considered equal to new construction
Construction — trailer	-	Considered as a single wide



**EMS FEE SCHEDULE:**

1) **EMS AND NON-EMERGENCY TRANSPORT FEE SCHEDULE**

CHARGE LIST	FEE
BLS Non-Emergency	\$350
BLS Emergency	\$450
ALS Non-Emergent	\$425.00
ALS 1 Emergent	\$670
ALS 2 Emergent	\$975
ALS Treat (No Transport)	\$175.00
Mileage	\$12.50/per mile

2) **STANDBY AMBULANCE SERVICES: \$80 per hour**

**MISCELLANEOUS FEE SCHEDULE:**

Copies of documents	\$ 0.25 per page
Maps	\$ 5.00 each
Returned Check Fee	\$ 25.00

**RECREATION FEE SCHEDULE:**

\*NOTE: Due to impacts of the Coronavirus pandemic on the recreation department and the desire to encourage participation, recreation fees are intended to be paid by the county on each participant's behalf utilizing American Rescue Plan funding if eligible, or otherwise will be waived.

1) **INSURANCE:** Per person per year for all sports in addition to program fees...\$15.00

2) **PROGRAMS FEES:** Per person, per program, per year, per sport

Archery	\$ 35.00
Baseball	\$ 30.00
Basketball	\$ 30.00
Boys softball	\$ 30.00
Cheerleading	\$ 15.00
Football	\$ 35.00
Gymnastics	\$ 30.00
Karate	\$ 20.00
Line dancing	\$ 5.00
Swimming	\$ 60.00
Tennis	\$ 30.00
Volleyball	\$ 20.00

**SENIOR CENTER FEE SCHEDULE:**

1. Yoga, Chair Exercise, Line Dancing, Art Class \$5.00 per month plus materials

2. Dance Fitness \$10 per month

**SOLID WASTE FEE SCHEDULE:**

The term household/account includes churches or other non-profits for purposes of this schedule.

1. **ANNUAL SOLID WASTE USER FEE (SWUF):** **Per Account: \$300**  
 Billed per household/account & includes residential curbside garbage pickup/hauling to Bertie County Landfill, limited curbside pickup/hauling of limb/leaf other debris to in-county C&D landfill, and in-county C&D landfill availability for additional waste.
  - a. County Residents (*est. 3755 accounts – Billed & Collected by County via Tax Bill*)
  - b. Town of Creswell (*est. 159 accounts for FY22 – Billed & Collected by County via Tax Bill*)
  - c. Town of Roper (*est. 221 accounts for FY22 – Billed Directly to Town*)
  
2. **TOWN OF PLYMOUTH:**
  - a. **REGIONAL LF TIPPING FEES:** **Per Ton: \$49.74\***  
 Billed by County to Town of Plymouth to reimburse it for paying the Town’s actual tipping fees charged to the County by the Bertie County Landfill. *\*(or at actual cost if higher, plus any applicable taxes/fees charged by BCLF/incurred by County)*
  - b. **LOCAL LANDFILL AVAILABILITY FEE:** **Per Account: \$40.00**  
 Billed per household/account for availability of in-county C&D landfill for Town of Plymouth residents. DOES NOT include residential curbside pickup/hauling services.
  
3. **IN-COUNTY C&D LANDFILL CHARGES:**  
 Only material generated in Washington County may be brought to the local C&D Landfill.
  - a. **Private Commercial Landfill Tipping Fees:** **(PER TON)**

Tires	\$104.00
C&D (construction/demolition/leaf/limb/metal/etc)	\$52.00
Inert Debris/Clean Fill*	\$30.00

*\*(All Other Non-Contaminated-bricks, mortar, concrete & non-org building debris)*
  - b. **Commercial Use:** Material delivered by a contractor regardless of its source will be charged at the applicable Private Commercial Landfill Tipping Fees.
  - c. **Residential Use Credit:** The owner of each parcel of residential property having a household/account which pays an annual SWUF, or which is within the Town of Plymouth, and listed by the County Tax Administrator for Landfill Availability Fee purposes, may deposit limb, leaf, and/or construction and demolition debris otherwise normally accepted at the landfill and weighing up to ONE (1) combined ton per account, per fiscal year at no charge.
    - i. Any unused portion of any account’s applicable credit shall expire at the end of each fiscal year, and not rollover for use in any future fiscal years.
    - ii. This policy is intended to balance the needs of the landfill to generate sufficient revenues from its operations to sustain its own expenses, while also encouraging all county residents to properly and regularly dispose of normal household waste materials that may be generated during each fiscal year within the local landfill not only for their convenience, but also to help preserve the positive safety and health benefits which our community receives as a result of having a central and locally convenient location to dispose of such waste.
    - iii. This policy subject to modification/repeal by the Board of Commissioners.

**WATER SYSTEM FEE SCHEDULE:****MONTHLY WATER RATES****Monthly Base Charge** *(includes the first 2000 gallons of water)*

3/4 inch	\$ 24.00
1 inch	\$ 36.00
1 ½ inch	\$ 61.00
2 inch	\$ 99.00
3 inch	\$ 169.00
4 inch	\$ 247.00
6 inch	\$ 486.00
8 inch	\$ 726.00

**Consumption charge** \$ 13.00  
 (per each 1000 gallons over the 2000 gallons included in the base charge)

**Water Service Deposit & Collection Fees**

Renter	\$120.00
Owner	\$60.00
Returned Check Fee	\$25.00
Late/Reconnection Fee	\$35.00
Late Payment Finance Charge	1.5% per month

**Hydrant charge** \$ 13.00  
 for each 1000 gallons over the minimum

<b>TAP FEES (NO BORE)</b>	<b>5/8"-3/4"</b>	<b>1"</b>	<b>2"</b>	<b>HYDRANT METER</b>
Connection	\$911.00	\$995.00	\$1,590.00	\$ 700.00
Deposit	\$100.00	\$100.00	\$ 150.00	\$1,000.00
Plumbing Permit	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
Reconnect Fee	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00
Special Meter Readings	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00
<b>TAP FEES (WITH BORE)</b>	<b>5/8"-3/4"</b>	<b>1"</b>	<b>2"</b>	<b>HYDRANT METER</b>
Connection	\$ 1,161.00	\$1,245.00	\$1,840.00	\$ 700.00
Deposit	\$ 100.00	\$ 100.00	\$ 150.00	\$1,000.00
Plumbing Permit	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
Reconnect Fee	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00
Special Meter Readings	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00

\*Connection charges for connections larger than 2" will be charged at actual cost based on quotes to be obtained at the time such request are made. Contact the Public Utilities Director for additional information.

The remaining attachments (salary information and departmental budgets) are in the Clerk's Office hereto and incorporated herein by reference.

**Commissioner Keyes made a motion to approve the Washington County FY22 Budget Ordinance. Commissioner Phelps seconded. Commissioner Johnson said that most of the changes were made as requested so she is good with the budget. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes; and Commissioner Sexton, yea. Motion carried unanimously.**

Commissioner Keyes said she knows that this has not been an easy job to do and said she appreciates all that Mr. Potter and Ms. Dixon do.

OTHER ITEMS BY CHAIR, COMMISSIONERS, COUNTY MANAGER/ COUNTY ATTORNEY OR CLERK: No comments.

**Commissioner Walker made a motion to go into Closed Session pursuant to NCGS§143-318.11(a)(3)--attorney-client privilege and NCGS 143-318.11(a)(6) to discuss personnel. Commissioner Phelps seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes; and Commissioner Sexton, yea. Motion carried unanimously.**

Back in Open Session, at 7:01 PM with no further business to discuss, **Commissioner Phelps made a motion to adjourn. Commissioner Keyes seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes; and 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

Jun-21

## NCVTS Pending Refund report

Report Date 7/1/2021 8:56:49 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax	Levy Type	Change	Interest	Total Change
BASNIGHT, GEORGE JR	BASNIGHT, GEORGE JR	BASNIGHT, LINDA COLLINS	5111 NC HIGHWAY 32 N	ROPER, NC 27970	Proration	0016919691	TET1585	PENDING	73929680	Refund Generated due to proration on Bill #0016919691-2020-2020-0000-00	Vehicle Sold	06/25/2021	W	Tax	(\$93.34)	\$0.00	(\$93.34)
																Refund	\$93.34
BROWN, TONY TORELL	BROWN, TONY TORELL		108 PATTON CT	PLYMOUTH, NC 27962	Proration	0016919764	WPS9087	PENDING	220472529	Refund Generated due to proration on Bill #0016919764-2020-2020-0000-00	Tag Surrender	06/10/2021	W	Tax	(\$7.01)	\$0.00	(\$7.01)
													P	Tax	(\$4.43)	\$0.00	(\$4.43)
													P	Vehicle	\$0.00	\$0.00	\$0.00
																Refund	\$11.44
BROWN, TONY TORELL	BROWN, TONY TORELL		108 PATTON CT	PLYMOUTH, NC 27962	Proration	0016919712	ZNS6978	PENDING	220472538	Refund Generated due to proration on Bill #0016919712-2020-2020-0000-00	Vehicle Sold	06/10/2021	W	Tax	(\$13.15)	\$0.00	(\$13.15)
													P	Tax	(\$8.30)	\$0.00	(\$8.30)
													P	Vehicle	\$0.00	\$0.00	\$0.00
																Refund	\$21.45
COPELAND, MICHELLE SPRUILL	COPELAND, MICHELLE SPRUILL		8 COOPER RD	CRESWELL, NC 27928	Proration	0060720599	JDT2891	PENDING	73299768	Refund Generated due to proration on Bill #0060720599-2020-2020-0000-00	Vehicle Totalled	06/02/2021	W	Tax	(\$27.11)	\$0.00	(\$27.11)
																Refund	\$27.11
FURLOUGH, WILLIAM CECIL JR	FURLOUGH, WILLIAM CECIL JR		11892 HWY 32 N	ROPER, NC 27970	Adjustment < \$100	0061683101	JDH6195	PENDING	222102129	Refund Generated due to adjustment on Bill #0061683101-2020-2020-0000	Situs error	06/29/2021	W	Tax	\$0.00	\$0.00	\$0.00
													P	Tax	(\$14.80)	\$0.00	(\$14.80)
													P	Vehicle	(\$15.00)	\$0.00	(\$15.00)
																Refund	\$29.80
MCCRAY, GLORIA BROOKS	MCCRAY, GLORIA BROOKS		539 MARRINER RD	ROPER, NC 27970	Proration	0023909687	TFS5775	PENDING	73490624	Refund Generated due to proration on Bill #0023909687-2020-2020-0000-00	Vehicle Sold	06/09/2021	W	Tax	(\$51.66)	\$0.00	(\$51.66)
																Refund	\$51.66
PEED, MORGAN VIRGINIA	PEED, MORGAN VIRGINIA		108 BROADLEAF LN	PLYMOUTH, NC 27962	Proration	0050762694	TAS4226	PENDING	73929709	Refund Generated due to proration on Bill #0050762694-2020-2020-0000-00	Vehicle Sold	06/25/2021	W	Tax	(\$91.02)	(\$4.55)	(\$95.57)
																Refund	\$95.57
ROSS, MARK WHITLEY JR	ROSS, MARK WHITLEY JR	ROSS, KATERINA COLEY PITTMAN	110 HAZEL ST	PLYMOUTH, NC 27962	Proration	0061477604	ECX1632	PENDING	221788620	Refund Generated due to proration on Bill #0061477604-2020-2020-0000-00	Vehicle Sold	06/25/2021	W	Tax	(\$182.97)	\$0.00	(\$182.97)
													P	Tax	(\$115.56)	\$0.00	(\$115.56)
													P	Vehicle	(\$15.00)	\$0.00	(\$15.00)
																Refund	\$313.53



# North Carolina Vehicle Tax System

Jun-21

## NCVTS Pending Refund report

Report Date 7/1/2021 8:56:49 AM

Owner 1	Owner 2	Address	County	Proration	Bill #	Vehicle ID	Status	Vehicle #	Description	Vehicle Type	Date	Day	Tax	Refund	Net Refund	
STALLINGS, GILES ERVIN JR	STALLINGS, GILES ERVIN JR	458 E MILL POND RD	ROPER, NC 27970	Proration	0043456659	YJ2712	PENDING	73490920	Refund Generated due to proration on Bill #0043456659-2020-2020-0000-00	Vehicle Sold	06/10/2021	W	Tax (\$76.58)	\$0.00	(\$76.58)	
														Refund	\$76.58	
SWAIN, WILLIAM RAUSCH JR	SWAIN, WILLIAM RAUSCH JR	123 BENNETT DR	PLYMOUTH, NC 27962	Proration	0036883150	CFF7798	PENDING	73490606	Refund Generated due to proration on Bill #0036883150-2019-2019-0000-00	Vehicle Sold	06/09/2021	W	Tax (\$26.42)	\$0.00	(\$26.42)	
														Refund	\$26.42	
TARKINGTON, TAMMY YATES	TARKINGTON, TAMMY YATES	TARKINGTON, CARL DAVID	4400 30 FOOT CANAL RD	CRESWELL, NC 27928	Proration	0059446322	WNM9722	PENDING	73929692	Refund Generated due to proration on Bill #0059446322-2020-2020-0000-00	Vehicle Sold	06/25/2021	W	Tax (\$26.74)	\$0.00	(\$26.74)
														Refund	\$26.74	
YOUNG, ETHEL GILLIAM	YOUNG, ETHEL GILLIAM	YOUNG, HARRY JR	272 MARRINER RD	ROPER, NC 27970	Proration	0034129638	HD98202	PENDING	74034240	Refund Generated due to proration on Bill #0034129638-2020-2020-0000-00	Vehicle Sold	06/29/2021	W	Tax (\$44.12)	\$0.00	(\$44.12)
														Refund	\$44.12	
														Refund	\$817.76	

  
 Requested by Tax Administrator

7/1/21  
 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.



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ADMINISTRATION STAFF:

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COUNTY MANAGER/COUNTY ATTORNEY  
cpotter@washconc.org

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

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

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## RESOLUTION 2021-012

### SERIES RESOLUTION AUTHORIZING AND PROVIDING FOR THE ISSUANCE OF UP TO \$3,500,000 WATER REVENUE REFUNDING BONDS

#### *Introduction:*

The Washington County Board of Commissioners adopted a Bond Order on August 5, 2013 (the "2013 Bond Order"), which provides for the County to issue water revenue bonds from time to time as the County chooses. Revenue bonds are secured by a pledge of net operating revenues of the County's water system, and not by any pledge of the County's taxing power and not by a lien on any other property.

The Board adopted a resolution on June 7, 2021, stating its preliminary intent to issue water revenue bonds under the 2013 Bond Order to refinance the outstanding balance of the County's Water Revenue Bonds, Series 2013A and 2013B (the "2013 Bonds"), and to pay financing costs. Truist Bank (the "Lender"), which holds the 2013 Bonds has submitted a proposal to purchase the new revenue bonds.

The Board now desires to adopt this Series Resolution to authorize formally the issuance of the new revenue refunding bonds.

**BE IT RESOLVED** by the Board of Commissioners of Washington County, North Carolina, as follows:

1. *Authorization of 2021 Bond* – The County will issue water revenue bonds to pay costs of refinancing the balance of the 2013 Bonds along with related financing and other necessary or incidental costs. The maximum aggregate principal amount of the bonds issued under this Series Resolution will

be \$3,500,000. The County will issue these bonds in the form of a single fully registered bond (the "2021 Bond") as provided in this Series Resolution.

**2. *Sale of 2021 Bond*** ~ The County will issue the 2021 Bond to the Lender substantially in accordance with a financing proposal from the Lender dated May 27, 2021. The County requests that the LGC proceed with the private sale of the 2021 Bond to the Lender in accordance with the terms of the proposal and pursuant to this Series Resolution.

**3. *Payment of Proceeds; Use of Proceeds*** ~ The Board directs the Finance Officer to determine, in consultation with the LGC, the procedures for the disbursement to the County or otherwise of the proceeds of the 2021 Bond. The County may use proceeds of the 2021 Bond, including both the original proceeds from the sale of the 2021 Bond and any earnings from the investment of these proceeds, only to refund the 2013 Bonds and pay related costs.

**4. *Payment and Other Details of 2021 Bond*** ~

(a) Interest on the 2021 Bond will be payable at the annual rate of 2.09% (calculated based on a 360-day year of twelve 30-day months, and subject to adjustment as provided in this Series Resolution and in the 2021 Bond), payable on such dates as the Finance Officer may approve.

(b) The principal of the 2021 Bond will be payable in mandatory sinking fund installments on such dates, and in such years and amounts, as the Finance Officer determines after consultation with the LGC, except that the final maturity for the 2021 Bond must not extend beyond June 1, 2033, and the total principal amount of the 2021 Bond must not exceed \$3,500,000. The 2021 Bond will be subject to prepayment prior to maturity upon such terms and conditions as the Finance Officer, upon advice from the County's financial advisor and with the Lender's agreement, may determine.

(c) The Finance Officer shall execute a certificate prior to the initial delivery of the 2021 Bond designating the final aggregate principal amount of the 2021 Bond, the final principal and interest payment schedule for the 2021 Bond and the prepayment terms and conditions for the 2021 Bond. This certificate will be conclusive evidence of that officer's approval and determination of these matters.

**5. *Interest Rate and Payment Adjustment***

(a) "Rate Adjustment Event" means any action by the Internal Revenue Service (including the delivery of a deficiency notice) or any other federal court or administrative body determining (i) that interest component on the 2021 Bond, or any portion thereof, is includable in any Bondholder's gross income for federal income tax purposes or (ii) that the 2021 Bond is not a "qualified tax-exempt obligation" within the meaning of Code Section 265 (a "265 Event"), in any case as



a result of any misrepresentation by the County or as a result of any action the County takes or fails to take.

(b) Upon any Rate Adjustment Event, (i) the unpaid principal of the 2021 Bond will continue to be payable on dates and in amounts as set forth in the Bond, but (ii) the interest components shall be recalculated, at an interest rate equal to an annualized interest rate equal to the Prime Rate plus 2% (200 basis points), to the date (retroactively, if need be) determined pursuant to the Rate Adjustment Event to be the date interest became includable in the gross income for federal income tax purposes (in the case of a 265 Event, retroactively to the closing date) of any Bondholder.

(c) The County shall pay interest at such adjusted rate (subject to credit for interest previously paid) to each affected Bondholder, notwithstanding the fact that any particular Bondholder may not be the Bondholder on the date of a Rate Adjustment Event. The County shall additionally pay to all affected Bondholders any interest, penalties or other charges assessed against or payable by such Bondholder and attributable to a Rate Adjustment Event notwithstanding the prior repayment of the entire Bond or any transfer to another Bondholder.

(d) "Prime Rate" means the rate designated by Truist Bank as its prime rate from time to time, whether or not Truist Bank is the Bondholder at the time.

**6. *Pledge of Revenues; Security for 2021 Bond*** ~ All "Net Revenues," as defined in the 2013 Bond Order, are hereby pledged to the payment of the principal of and interest on the 2021 Bond, subject to the terms and conditions of the 2013 Bond Order and of this Series Resolution.

The 2021 Bond will be a special obligation of the County, payable as to principal and interest solely from the Net Revenues and other sources pledged to such payment as provided in the 2013 Bond Order and in this Series Resolution. Neither the faith and credit nor the taxing power of the County will be pledged for the payment of the principal of or interest on the 2021 Bond, and no owner of the 2021 Bond will have the right to compel the exercise of the County's taxing power in connection with any default on the 2021 Bond.

**7. *Form of 2021 Bond*** ~ The 2021 Bond will be designated "Water Revenue Refunding Bond, Series 2021," will be dated the date of its initial delivery to the Lender and will be numbered R-1 for identification purposes. The 2021 Bond will be fully registered as to the payment of principal and interest.

The 2021 Bond will be substantially in the form set out in Exhibit A, with such changes as the officers signing the 2021 Bond may approve; the delivery of the 2021 Bond to the Lender will be conclusive evidence of such officers' approval of the final form of the 2021 Bond.

The 2021 Bond will be signed by the manual or facsimile signature of the Chairman of the Board or the County Manager, and the County's seal will be affixed thereto or a facsimile thereof printed thereon and attested by the manual or facsimile signature of the Clerk to the Board; provided, however, that the 2021 Bond will not be valid unless at least one signature appearing on the 2021 Bond (which may be the signature required by law of an LGC official) is manually applied.

**8. *Issuance under Bond Order*** – The 2021 Bond will be issued as an “Additional Bond” under the terms and conditions of the 2013 Bond Order.

**9. *Finance Officer as Registrar; Payments to Registered Owners*** – The Finance Officer is appointed Registrar for the 2021 Bond. As Registrar, the Finance Officer will maintain appropriate books and records of the ownership of the 2021 Bond. The County will treat the registered owner of the 2021 Bond as the person exclusively entitled to payment of principal and interest and the exercise of all rights and powers of the owner, except that payments will be made to the person shown as owner on the registration books at the end of the calendar day on the 15<sup>th</sup> day of the month preceding each payment date (whether or not such 15<sup>th</sup> day is a business day). In no event will the Registrar register the transfer of any portion of the 2021 Bond to any person other than a bank, an insurance company, or a similar financial institution unless the LGC has previously approved such transfer.

**10. *Financial Information to Bondholder*** – In partial consideration of the Lender's purchase of the 2021 Bond, the County promises to send to the Bondholder (a) a copy of the County's audited financial statements for each of the County's fiscal years promptly upon the Board's acceptance of the financial statements, but in any event within 270 days after the end of each fiscal year, and (b) all other financial information (including, without limitation, the County's annual budget as submitted or approved) as the Bondholder may reasonably request from time to time.

**11. *Officers To Complete Closing*** – The Board directs the County Manager and all other County officers and employees to take all proper steps to complete the issuance of the 2021 Bond.

The Board authorizes the County Manager to hold the executed 2021 Bond, and any other documents permitted by this resolution, in escrow on the County's behalf until the conditions for the delivery of the 2021 Bond and other documents have been completed to his satisfaction, and thereupon to release the executed 2021 Bond and other documents for delivery to the appropriate persons or organizations.

Without limiting the generality of the foregoing, the Board specifically authorizes the County Manager to approve changes to any documents or closing certifications previously signed by County officers or employees, but (a) the 2021 Bond must be in substantially the form approved by this resolution and (b) any changes must not substantially alter the intent of the documents from that expressed in the forms originally executed. The County Manager's authorization of the release of any document for delivery will constitute conclusive evidence of his approval of any such changes.

In addition, the Board authorizes the County Manager to take all appropriate steps for the efficient and convenient carrying out of the County's on-going responsibilities with respect to the 2021 Bond. This authorization includes, without limitation, contracting with third parties for reports and calculations that may be required under the 2021 Bond, this Series Resolution or otherwise with respect to the 2021 Bond.

**12. *Resolutions as to Tax Matters*** -- The County will not take or omit to take any action the taking or omission of which will cause the 2021 Bond to be an "arbitrage bond," within the meaning of Section 148 of the "Code" (as defined below), or a "private activity bond" within the meaning of Code Section 141, or otherwise cause interest on the 2021 Bond to be includable in gross income for federal income tax purposes. Without limiting the generality of the foregoing, the County will comply with any Code provision that may require the County at any time to pay to the United States any part of the earnings derived from the investment of the proceeds of the 2021 Bond. For the purposes of this resolution, "Code" means the United States Internal Revenue Code of 1986, as amended, including applicable Treasury regulations.

**13. *Designation as a "Bank-Qualified" Obligation*** -- The County designated the 2013 Bonds (at the time of their issuance) as "qualified tax-exempt obligations" for the purpose of Code Section 265(b)(3), which provides certain tax advantages for financial institutions investing in obligations similar to the 2013 Bonds and the 2021 Bond. To the extent the aggregate principal amount of the 2021 Bond when issued exceeds the outstanding principal amount of the 2013 Bonds at that time, the County designates the marginal difference as a "qualified tax-exempt obligation" for the purpose of Code Section 265(b)(3) for issuance in calendar year 2021.

**14. *Additional Provisions*** -- The Board authorizes all County officers and employees to take all further action as they may consider desirable in carrying out the purposes of this resolution. The Board ratifies all such prior actions of County officers and employees. Upon the absence, unavailability, or refusal to act of the County Manager, the Finance Officer, the Chairman of the Board or the Clerk to the Board, any of those officers may assume any responsibility or carry out any function assigned to another officer in this resolution. In addition, upon the unavailability of the Chairman or the Clerk, respectively, any of the rights or

responsibilities directed to those officers may be carried out or exercised by the Vice Chairman or any Deputy or Assistant Clerk. All other Board proceedings, or parts thereof, in conflict with this resolution are repealed, to the extent of the conflict. This resolution takes effect immediately.

# Exhibit A -- Form of 2021 Bond

REGISTERED BOND NUMBER R-1

July 13, 2021  
\$3,500,000

UNITED STATES OF AMERICA  
STATE OF NORTH CAROLINA  
**WASHINGTON COUNTY**

## Water Revenue Refunding Bond, Series 2021

WASHINGTON COUNTY, NORTH CAROLINA (the "County"), a political subdivision of the State of North Carolina, for value received, promises to pay, solely from the Net Revenues and other funds described below and pledged to the payment hereof, to

### **TRUIST BANK**

or registered assigns (the "Bondholder"), the principal sum of

**THREE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$3,500,000)**

in mandatory sinking fund installments as shown on Schedule I, subject to prepayment as described below, together with interest on the unpaid principal from the date hereof until payment of the entire principal sum at the annual rate of 2.09% (subject to prepayment and adjustment as provided below), payable annually on each June 1, beginning June 1, 2022. Interest will be calculated based on a 360-day year consisting of twelve 30-day months.

In all events, (1) all payments on this Bond will be applied first to interest accrued and unpaid to the payment date and then to principal, and (2) if not sooner paid, the entire principal of and interest on this Bond will be due and payable on June 1, 2033. Promptly upon final payment of this Bond, the Bondholder at its option will either (1) return the original Bond, marked "Paid in Full," to the County, or (2) send the County written notice in a form reasonably

acceptable to the County that the Bond has been paid in full as to principal and interest.

The County has the right to prepay all of the outstanding principal and interest on the Bond in whole at any time without penalty.

Upon any Rate Adjustment Event, (i) the unpaid principal of the Bond will continue to be payable on dates and in amounts as set forth in The Bond, but (ii) the interest components shall be recalculated, at an interest rate equal to an annualized interest rate equal to the Prime Rate plus 2% (200 basis points), to the date (retroactively, if need be) determined pursuant to the Rate Adjustment Event to be the date interest became includable in the gross income for federal income tax purposes (in the case of a 265 Event, retroactively to the Closing Date) of any Bondholder.

"Prime Rate" means the rate designated by Truist Bank as its prime rate from time to time, whether or not Truist Bank is the Bondholder at the time.

The County shall pay interest at such adjusted rate (subject to credit for interest previously paid) to each affected Bondholder, notwithstanding the fact that any particular Bondholder may not be the Bondholder on the date of a Rate Adjustment Event. The County shall additionally pay to all affected Bondholders any interest, penalties or other charges assessed against or payable by such Bondholder and attributable to a Rate Adjustment Event notwithstanding the prior repayment of the entire Bond or any transfer to another Bondholder.

The County will make its payments either by check or draft or by Federal Reserve wire transfer, or other transfer of immediately available United States funds, in any case sent on the payable date directly to the Bondholder to any address or bank account in the United States as the Bondholder may designate from time to time.

This Bond is issued pursuant to a Bond Order adopted by the County's governing Board of County Commissioners on August 5, 2013, and a Series Resolution adopted by the Board of County Commissioners on July 6, 2021. Reference is hereby made to the 2013 and 2021 proceedings and all amendments and supplements thereto (collectively, the "Bond Order") for a description of the provisions, among others, with respect to the nature and extent of the security, the County's rights, duties and obligations, the Bondholder's rights and the terms upon which this Bond is issued, to all of which provisions each Bondholder, by the acceptance hereof, agrees.

This Bond is a special obligation of the County, payable solely from the revenues and other funds pledged therefor as provided in the Bond Order. The principal of and interest on the Bond will be payable solely from the sources of payment set forth in the Bond Order (the "Net Revenues"), except to the extent payable from the proceeds of this Bond or investment earnings on such proceeds

or on the Net Revenues. Neither the faith and credit nor the taxing power of the County are pledged for the payment of the principal of or interest on this Bond, and no owner of this Bond has the right to compel the exercise of the County's taxing power in connection with any default thereon.

The County may issue additional obligations secured by a lien on Net Revenues under the terms and conditions set forth in the Bond Order.

The County intends that this Bond is a "qualified tax-exempt obligation" for the purpose of Section 265(b)(3) of the United States Internal Revenue Code of 1986, as amended.

This Bond is fully registered as to both principal and interest. Transfer of this Bond may be registered upon books maintained for that purpose by the County's Finance Officer, who has been appointed Registrar. Prior to due presentment for registration of transfer, the Registrar will treat the registered owner of this Bond as the person exclusively entitled to payment of principal of and interest on this Bond and the exercise of all other rights and powers of the owner, except that interest will be payable to the person shown as the registered owner at the end of the calendar day on the 15<sup>th</sup> day (whether or not a business day) of the month preceding the interest payment date. The Registrar will not register the transfer of the Bond to any person other than a bank, an insurance company or a similar financial institution unless the North Carolina Local Government Commission has previously approved the transfer.

The County intends that North Carolina law will govern this Bond and all matters of its interpretation.

All acts, conditions and things required by the Constitution and laws of the State of North Carolina to happen, exist or be performed precedent to and in the issuance of this Bond have happened, exist and have been performed.

*(The remainder of this page has been left blank intentionally.)*

**IN WITNESS WHEREOF**, the County has caused this Bond to be signed by its County Manager, its seal to be affixed hereto and attested by the Clerk to the Board, and this Bond to be dated July 13, 2021.

(SEAL)

**ATTEST:**

**WASHINGTON COUNTY,  
NORTH CAROLINA**

By: \_\_\_\_\_  
Julie Bennett, CMC, NCMCC  
Clerk to the Board

By: \_\_\_\_\_  
Curtis S. Potter  
County Manager

**CERTIFICATE OF LOCAL GOVERNMENT COMMISSION**

The issuance of the within Bond has been approved under the provisions of The State and Local Government Revenue Bond Act, Article 5, Chapter 159 of the North Carolina General Statutes, as amended.

**LOCAL GOVERNMENT COMMISSION  
OF NORTH CAROLINA**

By Sharon G. Edmundson, Secretary

By: \_\_\_\_\_

(Sharon G. Edmundson or Designated Assistant)

(\$3,500,000 Water

Revenue Refunding Bond, Series 2021)



## TRANSFER OF BOND

Transfer of this Bond may be registered by the registered owner or his duly authorized attorney upon presentation hereof to the Registrar, who will note such transfer in books kept by the Registrar for that purpose and in the registration blank below.

<u>Date of Re-</u> <u>Registration</u>	<u>Name of New</u> <u>Registered Owner</u>	<u>Signature</u> <u>of Registrar</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

(\$3,500,000 Water  
Revenue Refunding Bond, Series 2021,  
of Washington County, North Carolina)

**SCHEDULE I – SCHEDULE OF PRINCIPAL AND INTEREST PAYMENTS**

Principal is payable annually on June 1 in years and amounts as shown below. The Bond bears interest on the unpaid principal at the annual rate of 2.09%, subject to prepayment and adjustment as provided in the Bond. The table below shows the estimated interest payments.

<b>Date</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
6/1/2022			
6/1/2023			
6/1/2024			
6/1/2025			
6/1/2026			
6/1/2027			
6/1/2028			
6/1/2029			
6/1/2030			
6/1/2031			
6/1/2032			
6/1/2033			

{To be completed at the time of the bond closing.}

**DRUG AND ALCOHOL TESTING POLICY**  
**RIVERLIGHT TRANSIT**  
**Adopted as of JULY 1, 2021**

**A. PURPOSE**

- 1) The RIVERLIGHT TRANSIT SYSTEM provides public transit and paratransit services for the residents of WASHINGTON COUNTY. Part of our mission is to ensure that this service is delivered safely, efficiently, and effectively by establishing a drug and alcohol-free work environment, and to ensure that the workplace remains free from the effects of drugs and alcohol in order to promote the health and safety of employees and the general public. In keeping with this mission, RIVERLIGHT TRANSIT SYSTEM declares that the unlawful manufacture, distribution, dispense, possession, or use of controlled substances or misuse of alcohol is prohibited for all employees.
  
- 2) Additionally, the purpose of this policy is to establish guidelines to maintain a drug and alcohol-free workplace in compliance with the Drug-Free Workplace Act of 1988, and the Omnibus Transportation Employee Testing Act of 1991. This policy is intended to comply with all applicable Federal regulations governing workplace anti-drug and alcohol programs in the transit industry. Specifically, the Federal Transit Administration (FTA) of the U.S. Department of Transportation has published 49 CFR Part 655, as amended, that mandates urine drug testing and breath alcohol testing for safety-sensitive positions, and prohibits performance of safety-sensitive functions when there is a positive test result, or a refusal to test. The U. S. Department of Transportation (USDOT) has also published 49 CFR Part 40, as amended, that sets standards for the collection and testing of urine and breath specimens.
  
- 3) Any provisions set forth in this policy that are included under the sole authority of RIVERLIGHT TRANSIT SYSTEM and are not provided under the authority of the above named Federal regulations are underlined. Tests conducted under the sole authority of RIVERLIGHT TRANSIT SYSTEM will be performed on non-USDOT forms and will be separate from USDOT testing in all respects.

**B. APPLICABILITY**

This Drug and Alcohol Testing Policy applies to all safety-sensitive employees (full- or part-time) when performing safety sensitive duties. See Attachment A for a list of employees and the authority under which they are included.

A safety-sensitive function is operation of public transit service including the operation of a revenue service vehicle (whether or not the vehicle is in revenue service), maintenance of a revenue service vehicle or equipment used in revenue service, security personnel who carry firearms, dispatchers or persons controlling the movement of revenue service vehicles and any transit employee who operates a non-revenue service vehicle that requires a Commercial Driver's License to operate. Maintenance functions include the repair, overhaul, and rebuild of engines, vehicles and/or equipment used in revenue service. A list of safety-sensitive positions who perform one or more of the above-mentioned duties is provided in Attachment A. Supervisors are only safety sensitive if they perform one of the above functions. Volunteers are considered safety sensitive and subject to testing if they are required to hold a CDL, or receive remuneration for service in excess of actual expense.

### **C. DEFINITIONS**

*Accident:* An occurrence associated with the operation of a vehicle even when not in revenue service, if as a result:

- a. An individual dies;
- b. An individual suffers a bodily injury and immediately receives medical treatment away from the scene of the accident; or,
- c. One or more vehicles incur disabling damage as the result of the occurrence and is transported away from the scene by a tow truck or other vehicle. For purposes of this definition, *disabling damage* means damage which precludes departure of any vehicle from the scene of the occurrence in its usual manner in daylight after simple repairs. Disabling damage includes damage to vehicles that could have been operated but would have been further damaged if so operated, but does not include damage which can be remedied temporarily at the scene of the occurrence without special tools or parts, tire disablement without other damage even if no spare tire is available, or damage to headlights, taillights, turn signals, horn, or windshield wipers that makes them inoperative.

*Adulterated specimen:* A specimen that has been altered, as evidence by test results showing either a substance that is not a normal constituent for that type of specimen or showing an abnormal concentration of an endogenous substance.

*Alcohol:* The intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohols contained in any beverage, mixture, mouthwash, candy, food, preparation or medication.

*Alcohol Concentration:* Expressed in terms of grams of alcohol per 210 liters of breath as indicated by a breath test under 49 CFR Part 40.

*Aliquot:* A fractional part of a specimen used for testing, it is taken as a sample representing the whole specimen.

*Canceled Test:* A drug or alcohol test that has a problem identified that cannot be or has not been corrected, or which is cancelled. A canceled test is neither positive nor negative.

*Confirmatory Drug Test:* A second analytical procedure performed on a different aliquot of the original specimen to identify and quantify the presence of a specific drug or metabolite.

*Confirmatory Validity Test:* A second test performed on a different aliquot of the original urine specimen to further support a validity test result.

*Covered Employee Under FTA Authority:* An employee who performs a safety-sensitive function including an applicant or transferee who is being considered for hire into a safety-sensitive function (See Attachment A for a list of covered employees).

*Designated Employer Representative (DER):* An employee authorized by the employer to take immediate action to remove employees from safety-sensitive duties and to make required decisions in testing. The DER also receives test results and other communications for the employer, consistent with the requirements of 49 CFR Parts 40 and 655.

*DOT, The Department, DOT Agency:* These terms encompass all DOT agencies, including, but not limited to, the Federal Aviation Administration (FAA), the Federal Railroad Administration (FRA), the Federal Motor Carrier Safety Administration (FMCSA), the Federal Transit Administration (FTA), the National Highway Traffic Safety Administration (NHTSA), the Pipeline and Hazardous Materials Safety Administration (PHMSA), and the Office of the Secretary (OST). For purposes of 49 CFR Part 40, the United States Coast Guard (USCG), in the Department of Homeland Security, is considered to be a DOT agency for drug testing purposes. These terms include any designee of a DOT agency.

*Dilute specimen:* A urine specimen with creatinine and specific gravity values that are lower than expected for human urine.

*Disabling damage:* Damage which precludes departure of any vehicle from the scene of the occurrence in its usual manner in daylight after simple repairs. Disabling damage includes damage to vehicles that could have been operated but would have been further damaged if so operated, but does not include damage which can be remedied temporarily at the scene of the occurrence without special tools or parts, tire disablement without other damage even if no

spare tire is available, or damage to headlights, taillights, turn signals, horn, or windshield wipers that makes them inoperative.

*Evidentiary Breath Testing Device (EBT):* A device approved by the NHTSA for the evidential testing of breath at the 0.02 and the 0.04 alcohol concentrations, and appears on ODAPC's Web page for "Approved Evidential Breath Measurement Devices" because it conforms with the model specifications available from NHTSA.

*Initial Drug Test: (Screening Drug Test)* The test used to differentiate a negative specimen from one that requires further testing for drugs or drug metabolites.

*Initial Specimen Validity Test:* The first test used to determine if a urine specimen is adulterated, diluted, substituted, or invalid

*Invalid Result:* The result reported by an HHS-certified laboratory in accordance with the criteria established by the HHS Mandatory Guidelines when a positive, negative, adulterated, or substituted result cannot be established for a specific drug or specimen validity test.

*Laboratory:* Any U.S. laboratory certified by HHS under the National Laboratory Certification program as meeting standards of Subpart C of the HHS Mandatory Guidelines for Federal Workplace Drug Testing Programs; or, in the case of foreign laboratories, a laboratory approved for participation by DOT under this part.

*Limit of Detection (LOD):* The lowest concentration at which a measurand can be identified, but (for quantitative assays) the concentration cannot be accurately calculated.

*Limit of Quantitation:* For quantitative assays, the lowest concentration at which the identity and concentration of the measurand can be accurately established.

*Medical Review Officer (MRO):* A licensed physician (medical doctor or doctor of osteopathy) responsible for receiving laboratory results generated by the drug testing program who has knowledge of substance abuse disorders, and has appropriate medical training to interpret and evaluate an individual's confirmed positive test result, together with his/her medical history, and any other relevant bio-medical information.

*Negative Dilute:* A drug test result which is negative for the five drug/drug metabolites but has creatinine and specific gravity values that are lower than expected for human urine.

*Negative result:* The result reported by an HHS-certified laboratory to an MRO when a specimen contains no drug or the concentration of the drug is less than the cutoff concentration for the drug or drug class and the specimen is a valid specimen. An alcohol concentration of less than 0.02 BAC is a negative test result.

*Non-negative test result:* A urine specimen that is reported as adulterated, substituted, invalid, or positive for drug/drug metabolites.

*Oxidizing Adulterant:* A substance that acts alone or in combination with other substances to oxidize drugs or drug metabolites to prevent the detection of the drug or metabolites, or affects the reagents in either the initial or confirmatory drug test.

*Performing (a safety-sensitive function):* A covered employee is considered to be performing a safety-sensitive function and includes any period in which he or she is actually performing, ready to perform, or immediately available to perform such functions.

*Positive result:* The result reported by an HHS- Certified laboratory when a specimen contains a drug or drug metabolite equal or greater to the cutoff concentrations.

*Prohibited drug:* Identified as marijuana, cocaine, opioids, amphetamines, or phencyclidine as specified in 49 CFR Part 40, as amended.

*Reconfirmed:* The result reported for a split specimen when the second laboratory is able to corroborate the original result reported for the primary specimen.

*Rejected for Testing:* The result reported by an HHS- Certified laboratory when no tests are performed for specimen because of a fatal flaw or a correctable flaw that has not been corrected.

*Revenue Service Vehicles:* All transit vehicles that are used for passenger transportation service.

*Safety-sensitive functions:* Employee duties identified as:

- (1) The operation of a transit revenue service vehicle even when the vehicle is not in revenue service.
- (2) The operation of a non-revenue service vehicle by an employee when the operation of such a vehicle requires the driver to hold a Commercial Drivers License (CDL).
- (3) Maintaining a revenue service vehicle or equipment used in revenue service.

- (4) Controlling the movement of a revenue service vehicle and
- (5) Carrying a firearm for security purposes.

*Split Specimen Collection:* A collection in which the urine collected is divided into two separate bottles, the primary specimen (Bottle A) and the split specimen (Bottle B).

*Substance Abuse Professional (SAP):* A licensed physician (medical doctor or doctor of osteopathy) or licensed or certified psychologist, social worker, employee assistance professional, state-licensed or certified marriage and family therapist, or drug and alcohol counselor (certified by an organization listed at <https://www.transportation.gov/odapc/sap>) with knowledge of and clinical experience in the diagnosis and treatment of drug and alcohol related disorders.

*Substituted specimen:* A urine specimen with creatinine and specific gravity values that are so diminished or so divergent that they are not consistent with normal human urine.

*Test Refusal:* The following are considered a refusal to test if the employee:

- (1) Fail to appear for any test (except a pre-employment test) within a reasonable time, as determined by the employer.
- (2) Fail to remain at the testing site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test has not refused to test.
- (3) Fail to attempt to provide a breath or urine specimen. An employee who does not provide a urine or breath specimen because he or she has left the testing site before the testing process commenced for a pre-employment test has not refused to test.
- (4) In the case of a directly-observed or monitored urine drug collection, fail to permit monitoring or observation of your provision of a specimen.
- (5) Fail to provide a sufficient quantity of urine or breath without a valid medical explanation.
- (6) Fail or decline to take a second test as directed by the collector or the employer for drug testing.
- (7) Fail to undergo a medical evaluation as required by the MRO or the employer's Designated Employer Representative (DER).
- (8) Fail to cooperate with any part of the testing process.
- (9) Fail to follow an observer's instructions to raise and lower clothing and turn around during a directly-observed test.
- (10) Possess or wear a prosthetic or other device used to tamper with the collection process.
- (11) Admit to the adulteration or substitution of a specimen to the collector or MRO.
- (12) Refuse to sign the certification at Step 2 of the Alcohol Testing Form (ATF).



- (13) Fail to remain readily available following an accident.
- (14) As a covered employee, if the MRO reports that you have a verified adulterated or substituted test result, you have refused to take a drug test.

*Vehicle:* A bus, electric bus, van, automobile, rail car, trolley car, trolley bus, or vessel. A public transit vehicle is a vehicle used for public transportation or for ancillary services.

*Verified negative test:* A drug test result reviewed by a medical review officer and determined to have no evidence of prohibited drug use at or above the minimum cutoff levels established by the Department of Health and Human Services (HHS).

*Verified positive test:* A drug test result reviewed by a medical review officer and determined to have evidence of prohibited drug use at or above the minimum cutoff levels specified in 49 CFR Part 40 as revised.

*Validity testing:* The evaluation of the specimen to determine if it is consistent with normal human urine. Specimen validity testing will be conducted on all urine specimens provided for testing under DOT authority. The purpose of validity testing is to determine whether certain adulterants or foreign substances were added to the urine, if the urine was diluted, or if the specimen was substituted.

#### **D. EDUCATION AND TRAINING**

- 1) Every covered employee will receive a copy of this policy and will have ready access to the corresponding federal regulations including 49 CFR Parts 655 and 40, as amended. In addition, all covered employees will undergo a minimum of 60 minutes of training on the signs and symptoms of drug use including the effects and consequences of drug use on personal health, safety, and the work environment. The training also includes manifestations and behavioral cues that may indicate prohibited drug use.
- 2) All supervisory personnel or company officials who are in a position to determine employee fitness for duty will receive 60 minutes of reasonable suspicion training on the physical, behavioral, and performance indicators of probable drug use and 60 minutes of additional reasonable suspicion training on the physical, behavioral, speech, and performance indicators of probable alcohol misuse.

#### **E. PROHIBITED SUBSTANCES**

- 1) Prohibited substances addressed by this policy include the following.
  - a. Illegally Used Controlled Substance or Drugs Under the Drug-Free Workplace Act of 1988 any drug or any substance identified in Schedule I through V of Section 202 of the Controlled Substance Act (21 U.S.C. 812), and as further defined by 21 CFR 1308.11 through 1308.15 is prohibited at all times in the workplace unless a legal prescription has been written for the substance. This includes, but is not limited to: marijuana, amphetamines, opioids, phencyclidine (PCP), and cocaine, as well as any drug not approved for medical use by the U.S. Drug Enforcement Administration or the U.S. Food and Drug Administration. Illegal use includes use of any illegal drug, misuse of legally prescribed drugs, and use of illegally obtained prescription drugs. It is important to note that the use of marijuana in any circumstances remains completely prohibited for any safety-sensitive employee subject to drug testing under USDOT regulations. The use of marijuana in any circumstance (including under state recreational and/or medical marijuana laws) by a safety-sensitive employee is a violation of this policy and a violation of the USDOT regulation 49 CFR Part 40, as amended.

Federal Transit Administration drug testing regulations (49 CFR Part 655) require that all employees covered under FTA authority be tested for marijuana, cocaine, amphetamines, opioids, and phencyclidine as described in this policy. Illegal use of these five drugs is prohibited at all times and thus, covered employees may be tested for these drugs anytime that they are on duty.

- b. Legal Drugs: The appropriate use of legally prescribed drugs and non-prescription medications is not prohibited. However, the use of any substance which carries a warning label that indicates that mental functioning, motor skills, or judgment may be adversely affected must be reported to a RIVERLIGHT TRANSIT SYSTEM supervisor and the employee is required to provide a written release from his/her doctor or pharmacist indicating that the employee can perform his/her safety-sensitive functions.
  - c. Alcohol: The use of beverages containing alcohol (including mouthwash, medication, food, candy) or any other substances containing alcohol in a manner which violates the conduct listed in this policy is prohibited.

## **F. PROHIBITED CONDUCT**

- 1) Illegal use of the drugs listed in this policy and as defined in 49 CFR Part 40, as amended is prohibited at all times. All covered employees are prohibited from reporting for duty or remaining on duty if they have used a prohibited drug as defined in 49 CFR Part 40, as amended.
- 2) Each covered employee is prohibited from consuming alcohol while performing safety-sensitive job functions or while on-call to perform safety-sensitive job functions. If an on-call employee has consumed alcohol, they must acknowledge the use of alcohol at the time that they are called to report for duty. The covered employee will subsequently be relieved of his/her on-call responsibilities and subject to discipline for not fulfilling his/her on-call responsibilities.
- 3) The Transit Department shall not permit any covered employee to perform or continue to perform safety-sensitive functions if it has actual knowledge that the employee is using alcohol
- 4) Each covered employee is prohibited from reporting to work or remaining on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.04 or greater regardless of when the alcohol was consumed.
  - a. An employee with a breath alcohol concentration which measures 0.02-0.039 is not considered to have violated the USDOT-FTA drug and alcohol regulations, provided the employee hasn't consumed the alcohol within four (4) hours of performing a safety-sensitive duty. However, if a safety-sensitive employee has a breath alcohol concentration of 0.02-0.039, USDOT-FTA regulations require the employee to be removed from the performance of safety-sensitive duties until:
    - i. The employee's alcohol concentration measures less than 0.02; or
    - ii. The start of the employee's next regularly scheduled duty period, but not less than eight hours following administration of the test.
- 5) No covered employee shall consume alcohol for eight (8) hours following involvement in an accident or until he/she submits to the post-accident drug/alcohol test, whichever occurs first.
- 6) No covered employee shall consume alcohol within four (4) hours prior to the performance of safety-sensitive job functions.

- 7) RIVERLIGHT TRANSIT SYSTEM, under its own authority, also prohibits the consumption of alcohol at all times the employee is on duty, or anytime the employee is in uniform.
- 8) Consistent with the Drug-free Workplace Act of 1988, all RIVERLIGHT TRANSIT SYSTEM employees are prohibited from engaging in the unlawful manufacture, distribution, dispensing, possession, or use of prohibited substances in the work place including transit system premises and transit vehicles.

#### **G. DRUG STATUTE CONVICTION**

Consistent with the Drug Free Workplace Act of 1998, all employees are required to notify the RIVERLIGHT TRANSIT SYSTEM management of any criminal drug statute conviction for a violation occurring in the workplace within five days after such conviction. Failure to comply with this provision shall result in disciplinary action as defined in Section Q of this policy.

#### **H. TESTING REQUIREMENTS**

- 1) Analytical urine drug testing and breath testing for alcohol will be conducted as required by 49 CFR Part 40 as amended. All employees covered under FTA authority shall be subject to testing prior to performing safety-sensitive duty, for reasonable suspicion, following an accident, and random as defined in Section K, L, M, and N of this policy, and return to duty/follow-up.
- 2) A drug test can be performed any time a covered employee is on duty. A reasonable suspicion, random, or follow-up alcohol test can only be performed just before, during, or after the performance of a safety-sensitive job function. Under RIVERLIGHT TRANSIT SYSTEM authority, a non-DOT alcohol test can be performed any time a covered employee is on duty.
- 3) All covered employees will be subject to urine drug testing and breath alcohol testing as a condition of ongoing employment with RIVERLIGHT TRANSIT SYSTEM. Any safety-sensitive employee who refuses to comply with a request for testing shall be removed from duty and subject to discipline as defined in Section Q of this policy.

#### **I. DRUG TESTING PROCEDURES**

- 1) Testing shall be conducted in a manner to assure a high degree of accuracy and reliability and using techniques, equipment, and laboratory facilities which have been approved by the U.S. Department of Health and Human Service (HHS). All testing will be conducted consistent with the procedures set forth in 49 CFR Part 40, as amended. The procedures will be performed in a private, confidential manner and every effort will be made to protect the employee, the integrity of the drug testing procedure, and the validity of the test result.
- 2) The drugs that will be tested for include marijuana, cocaine, opioids, amphetamines, and phencyclidine. After the identity of the donor is checked using picture identification, a urine specimen will be collected using the split specimen collection method described in 49 CFR Part 40, as amended. Each specimen will be accompanied by a DOT Custody and Control Form and identified using a unique identification number that attributes the specimen to the correct individual. The specimen analysis will be conducted at a HHS certified laboratory. An initial drug screen and validity test will be conducted on the primary urine specimen. For those specimens that are not negative, a confirmatory Gas Chromatography/Mass Spectrometry (GC/MS) or Liquid Chromatography/Mass Spectrometry (LC/MS) test will be performed. The test will be considered positive if the amounts of the drug(s) and/or its metabolites identified by the GC/MS or LC/MS test are above the minimum thresholds established in 49 CFR Part 40, as amended.
- 3) The test results from the HHS certified laboratory will be reported to a Medical Review Officer. A Medical Review Officer (MRO) is a licensed physician with detailed knowledge of substance abuse disorders and drug testing. The MRO will review the test results to ensure the scientific validity of the test and to determine whether there is a legitimate medical explanation for a confirmed positive, substitute, or adulterated test result. The MRO will attempt to contact the employee to notify the employee of the non-negative laboratory result, and provide the employee with an opportunity to explain the confirmed laboratory test result. The MRO will subsequently review the employee's medical history/medical records as appropriate to determine whether there is a legitimate medical explanation for a non-negative laboratory result. If no legitimate medical explanation is found, the test will be verified positive or refusal to test and reported to RIVERLIGHT TRANSIT SYSTEM. If a legitimate explanation is found, the MRO will report the test result as negative.
- 4) If the test is invalid without a medical explanation, a retest will be conducted under direct observation. Employees do not have access to a test of their split specimen following an invalid result.

- 5) Any covered employee who questions the results of a required drug test may request that the split sample be tested. The split sample test must be conducted at a second HHS-certified laboratory. The test must be conducted on the split sample that was provided by the employee at the same time as the primary sample. The method of collecting, storing, and testing the split sample will be consistent with the procedures set forth in 49 CFR Part 40, as amended. The employee's request for a split sample test must be made to the Medical Review Officer within 72 hours of notice of the original sample verified test result. Requests after 72 hours will only be accepted at the discretion of the MRO if the delay was due to documentable facts that were beyond the control of the employee. RIVERLIGHT TRANSIT SYSTEM will ensure that the cost for the split specimen analysis is covered in order for a timely analysis of the sample, however RIVERLIGHT TRANSIT SYSTEM will seek reimbursement for the split sample test from the employee.
- 6) If the analysis of the split specimen fails to confirm the presence of the drug(s) detected in the primary specimen, if the split specimen is not able to be analyzed, or if the results of the split specimen are not scientifically adequate, the MRO will declare the original test to be canceled.
- 7) The split specimen will be stored at the initial laboratory until the analysis of the primary specimen is completed. If the primary specimen is negative, the split will be discarded. If the primary specimen is positive, it will be retained in frozen storage for one year and the split specimen will also be retained for one year. If the primary is positive, the primary and the split will be retained for longer than one year for testing if so requested by the employee through the Medical Review Officer, or by the employer, by the MRO, or by the relevant DOT agency.
- 8) Observed collections
  - a. Consistent with 49 CFR Part 40, as amended, collection under direct observation (by a person of the same gender) with no advance notice will occur if:
    - i. The laboratory reports to the MRO that a specimen is invalid, and the MRO reports to RIVERLIGHT TRANSIT SYSTEM that there was not an adequate medical explanation for the result;
    - ii. The MRO reports to RIVERLIGHT TRANSIT SYSTEM that the original positive, adulterated, or substituted test result

had to be cancelled because the test of the split specimen could not be performed;

- iii. The laboratory reported to the MRO that the specimen was negative-dilute with a creatinine concentration greater than or equal to 2 mg/dL but less than or equal to 5 mg/dL, and the MRO reported the specimen as negative-dilute and that a second collection must take place under direct observation (see §40.197(b)(1)).
- iv. The collector observes materials brought to the collection site or the employee's conduct clearly indicates an attempt to tamper with a specimen;
- v. The temperature on the original specimen was out of range;
- vi. Anytime the employee is directed to provide another specimen because the original specimen appeared to have been tampered with.
- vii. All follow-up-tests; or
- viii. All return-to-duty tests

## **J. ALCOHOL TESTING PROCEDURES**

- 1) Tests for breath alcohol concentration will be conducted utilizing a National Highway Traffic Safety Administration (NHTSA)-approved Evidential Breath Testing device (EBT) operated by a trained Breath Alcohol Technician (BAT). A list of approved EBTs can be found on ODAPC's Web page for "Approved Evidential Breath Measurement Devices". Alcohol screening tests may be performed using a non-evidential testing device (alcohol screening device (ASD)) which is also approved by NHTSA. A list of approved ASDs can be found on ODAPC's Web page for "Approved Screening Devices to Measure Alcohol in Bodily Fluids". If the initial test indicates an alcohol concentration of 0.02 or greater, a second test will be performed to confirm the results of the initial test. The confirmatory test must occur on an EBT. The confirmatory test will be conducted no sooner than fifteen minutes after the completion of the initial test. The confirmatory test will be performed using a NHTSA-approved EBT operated by a trained BAT. The EBT will identify each test by a unique sequential identification number. This number, time, and unit identifier will be provided on each EBT printout. The EBT printout, along with an approved alcohol testing form, will be used to document the test,

the subsequent results, and to attribute the test to the correct employee. The test will be performed in a private, confidential manner as required by 49 CFR Part 40, as amended. The procedure will be followed as prescribed to protect the employee and to maintain the integrity of the alcohol testing procedures and validity of the test result.

- 2) A confirmed alcohol concentration of 0.04 or greater will be considered a positive alcohol test and in violation of this policy. The consequences of a positive alcohol test are described in Section Q. of this policy. Even though an employee who has a confirmed alcohol concentration of 0.02 to 0.039 is not considered positive, the employee shall still be removed from duty for at least eight hours or for the duration of the work day whichever is longer and will be subject to the consequences described in Section Q of this policy. An alcohol concentration of less than 0.02 will be considered a negative test.
- 3) RIVERLIGHT TRANSIT SYSTEM affirms the need to protect individual dignity, privacy, and confidentiality throughout the testing process. If at any time the integrity of the testing procedures or the validity of the test results is compromised, the test will be canceled. Minor inconsistencies or procedural flaws that do not impact the test result will not result in a cancelled test.
- 4) The alcohol testing form (ATF) required by 49 CFR Part 40 as amended, shall be used for all FTA required testing. Failure of an employee to sign step 2 of the ATF will be considered a refusal to submit to testing.

#### **K. PRE-EMPLOYMENT TESTING**

- 1) All applicants for covered transit positions shall undergo urine drug testing prior to performance of a safety-sensitive function.
  - a. All offers of employment for covered positions shall be extended conditional upon the applicant passing a drug test. An applicant will not be allowed to perform safety-sensitive functions unless the applicant takes a drug test with verified negative results.
  - b. An employee shall not be placed, transferred or promoted into a position covered under FTA authority or company authority until the employee takes a drug test with verified negative results.
  - c. If an applicant fails a pre-employment drug test, the conditional offer of employment shall be rescinded and the applicant will be provided with a list of at least two (2) USDOT qualified Substance



Abuse Professionals. Failure of a pre-employment drug test will disqualify an applicant for employment for a period of at least one year. Before being considered for future employment the applicant must provide the employer proof of having successfully completed a referral, evaluation and treatment plan as described in section 655.62 of subpart G. The cost for the assessment and any subsequent treatment will be the sole responsibility of the applicant.

- d. When an employee being placed, transferred, or promoted from a non-covered position to a position covered under FTA authority or company authority submits a drug test with a verified positive result, the employee shall be subject to disciplinary action in accordance with Section Q herein.
- e. If a pre-employment test is canceled, RIVERLIGHT TRANSIT SYSTEM will require the applicant to take and pass another pre-employment drug test.
- f. In instances where a FTA covered employee does not perform a safety-sensitive function for a period of 90 consecutive days or more regardless of reason, and during that period is not in the random testing pool the employee will be required to take a pre-employment drug test under 49 CFR Part 655 and have negative test results prior to the conduct of safety-sensitive job functions.
- g. Following a negative dilute the employee will be required to undergo another test. Should this second test result in a negative dilute result, the test will be considered a negative and no additional testing will be required unless directed to do so by the MRO.
- h. Applicants are required (even if ultimately not hired) to provide RIVERLIGHT TRANSIT SYSTEM with signed written releases requesting USDOT drug and alcohol records from all previous, USDOT-covered, employers that the applicant has worked for within the last two years. Failure to do so will result in the employment offer being rescinded. RIVERLIGHT TRANSIT SYSTEM is required to ask all applicants (even if ultimately not hired) if they have tested positive or refused to test on a pre-employment test for a USDOT covered employer within the last two years. If the applicant has tested positive or refused to test on a pre-employment test for a USDOT covered employer, the applicant must provide RIVERLIGHT TRANSIT SYSTEM proof of having successfully completed a referral, evaluation and treatment plan as described in section 655.62 of subpart G.

## **L. REASONABLE SUSPICION TESTING**

- 1) All RIVERLIGHT TRANSIT SYSTEM FTA covered employees will be subject to a reasonable suspicion drug and/or alcohol test when the employer has reasonable suspicion to believe that the covered employee has used a prohibited drug and/or engaged in alcohol misuse. Reasonable suspicion shall mean that there is objective evidence, based upon specific, contemporaneous, articulable observations of the employee's appearance, behavior, speech or body odor that are consistent with possible drug use and/or alcohol misuse. Reasonable suspicion referrals must be made by one or more supervisors who are trained to detect the signs and symptoms of drug and alcohol use, and who reasonably concludes that an employee may be adversely affected or impaired in his/her work performance due to possible prohibited substance abuse or alcohol misuse. A reasonable suspicion alcohol test can only be conducted just before, during, or just after the performance of a safety-sensitive job function. However, under RIVERLIGHT TRANSIT SYSTEM 'S authority, a non-DOT reasonable suspicion alcohol test may be performed any time the covered employee is on duty. A reasonable suspicion drug test can be performed any time the covered employee is on duty.
- 2) RIVERLIGHT TRANSIT SYSTEM shall be responsible for transporting the employee to the testing site. Supervisors should avoid placing themselves and/or others into a situation which might endanger the physical safety of those present. The employee shall be placed on administrative leave pending disciplinary action described in Section Q of this policy. An employee who refuses an instruction to submit to a drug/alcohol test shall not be permitted to finish his or her shift and shall immediately be placed on administrative leave pending disciplinary action as specified in Section Q of this policy.
- 3) A written record of the observations which led to a drug/alcohol test based on reasonable suspicion shall be prepared and signed by the supervisor making the observation. This written record shall be submitted to the RIVERLIGHT TRANSIT SYSTEM.
- 4) When there are no specific, contemporaneous, articulable objective facts that indicate current drug or alcohol use, but the employee (who is not already a participant in a treatment program) admits the abuse of alcohol or other substances to a supervisor in his/her chain of command, the employee shall be referred for assessment and treatment consistent with Section Q of this policy. RIVERLIGHT TRANSIT SYSTEM shall place the employee on administrative leave in accordance with the provisions set

forth under Section Q of this policy. Testing in this circumstance would be performed under the direct authority of the RIVERLIGHT TRANSIT SYSTEM . **Since the employee self-referred to management, testing under this circumstance would not be considered a violation of this policy or a positive test result under Federal authority.** However, self-referral does not exempt the covered employee from testing under Federal authority as specified in Sections L through N of this policy or the associated consequences as specified in Section Q.

#### **M. POST-ACCIDENT TESTING**

- 1) FATAL ACCIDENTS – A covered employee will be required to undergo urine and breath testing if they are involved in an accident with a transit vehicle, whether or not the vehicle is in revenue service at the time of the accident, that results in a fatality. This includes all surviving covered employees that are operating the vehicle at the time of the accident and any other whose performance could have contributed to the accident, as determined by the employer using the best information available at the time of the decision.
  
- 2) NON-FATAL ACCIDENTS – A post-accident test of the employee operating the public transportation vehicle will be conducted if an accident occurs and at least one of the following conditions is met:
  - a. The accident results in injuries requiring immediate medical treatment away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident.
  - b. One or more vehicles incurs disabling damage as a result of the occurrence and must be transported away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident

In addition, any other covered employee whose performance could have contributed to the accident, as determined by the employer using the best information available at the time of the decision, will be tested.

As soon as practicable following an accident, as defined in this policy, the transit supervisor investigating the accident will notify the transit employee operating the transit vehicle and all other covered employees whose performance could have contributed to the accident of the need for the test. The supervisor will make the determination using the best information available at the time of the decision.

The appropriate transit supervisor shall ensure that an employee, required to be tested under this section, is tested as soon as practicable, but no longer than eight (8) hours of the accident for alcohol, and no longer than 32 hours for drugs. If an alcohol test is not performed within two hours of the accident, the Supervisor will document the reason(s) for the delay. If the alcohol test is not conducted within (8) eight hours, or the drug test within 32 hours, attempts to conduct the test must cease and the reasons for the failure to test documented.

Any covered employee involved in an accident must refrain from alcohol use for eight (8) hours following the accident, or until he/she undergoes a post-accident alcohol test.

An employee who is subject to post-accident testing who fails to remain readily available for such testing, including notifying a supervisor of his or her location if he or she leaves the scene of the accident prior to submission to such test, may be deemed to have refused to submit to testing.

Nothing in this section shall be construed to require the delay of necessary medical attention for the injured following an accident, or to prohibit an employee from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident, or to obtain necessary emergency medical care.

In the rare event that RIVERLIGHT TRANSIT SYSTEM is unable to perform an FTA drug and alcohol test (i.e., employee is unconscious, employee is detained by law enforcement agency), RIVERLIGHT TRANSIT SYSTEM may use drug and alcohol post-accident test results administered by local law enforcement officials in lieu of the FTA test. The local law enforcement officials must have independent authority for the test and the employer must obtain the results in conformance with local law.

## **N. RANDOM TESTING**

- 1) All covered employees will be subjected to random, unannounced testing. The selection of employees shall be made by a scientifically valid method of randomly generating an employee identifier from the appropriate pool of safety-sensitive employees. Employees who may be covered under company authority will be selected from a pool of non-DOT-covered employees.
- 2) The dates for administering unannounced testing of randomly selected employees shall be spread reasonably throughout the calendar year, day of the week and hours of the day.

- 3) The number of employees randomly selected for drug/alcohol testing during the calendar year shall be not less than the percentage rates set each year by the FTA administrator. The current year testing rates can be viewed online at <https://www.transportation.gov/odapc/random-testing-rates>.
- 4) Each covered employee shall be in a pool from which the random selection is made. Each covered employee in the pool shall have an equal chance of selection each time the selections are made. Employees will remain in the pool and subject to selection, whether or not the employee has been previously tested. There is no discretion on the part of management in the selection.
- 5) Covered transit employees that fall under the Federal Transit Administration regulations will be included in one random pool maintained separately from the testing pool of non-safety-sensitive employees that are included solely under RIVERLIGHT TRANSIT SYSTEM authority.
- 6) Random tests can be conducted at any time during an employee's shift for drug testing. Alcohol random tests can only be performed just before, during, or just after the performance of a safety sensitive duty. However, under RIVERLIGHT TRANSIT SYSTEM'S authority, a non-DOT random alcohol test may be performed any time the covered employee is on duty. Testing can occur during the beginning, middle, or end of an employee's shift.
- 7) Employees are required to proceed immediately to the collection site upon notification of their random selection.

## **O. RETURN-TO-DUTY TESTING**

RIVERLIGHT TRANSIT SYSTEM will terminate the employment of any employee that tests positive or refuses a test as specified in section Q of this policy. However, in the rare event an employee is reinstated with court order or other action beyond the control of the transit system, the employee must complete the return-to-duty process prior to the performance of safety-sensitive functions. All covered employees who previously tested positive on a drug or alcohol test or refused a test, must test negative for drugs, alcohol (below 0.02 for alcohol), or both and be evaluated and released by the Substance Abuse Professional before returning to work. Following the initial assessment, the SAP will recommend a course of rehabilitation unique to the individual. The SAP will recommend the return-to-duty test only when the employee has successfully completed the treatment requirement and is known to be drug and alcohol-free and there are no undue concerns for public safety. The SAP will determine

whether the employee returning to duty will require a return-to-duty drug test, alcohol test, or both.

#### **P. FOLLOW-UP TESTING**

Covered employees that have returned to duty following a positive or refused test will be required to undergo frequent, unannounced drug and/or alcohol testing following their return-to-duty test. The follow-up testing will be performed for a period of one to five years with a minimum of six tests to be performed the first year. The frequency and duration of the follow-up tests (beyond the minimums) will be determined by the SAP reflecting the SAP's assessment of the employee's unique situation and recovery progress. Follow-up testing should be frequent enough to deter and/or detect a relapse. Follow-up testing is separate and in addition to the random, post-accident, reasonable suspicion and return-to-duty testing.

In the instance of a self-referral or a management referral, the employee will be subject to non-USDOT follow-up tests and follow-up testing plans modeled using the process described in 49 CFR Part 40. However, all non-USDOT follow-up tests and all paperwork associated with an employee's return-to-work agreement that was not precipitated by a positive test result (or refusal to test) does not constitute a violation of the Federal regulations will be conducted under company authority and will be performed using non-DOT testing forms.

#### **Q. RESULT OF DRUG/ALCOHOL TEST**

- 1) Any covered employee that has a verified positive drug or alcohol test, or test refusal, will be removed from his/her safety-sensitive position, informed of educational and rehabilitation programs available, and will be provided with a list of at least two (2) USDOT qualified Substance Abuse Professionals (SAP) for assessment, and will be terminated.
- 2) Following a negative dilute the employee will be required to undergo another test. Should this second test result in a negative dilute result, the test will be considered a negative and no additional testing will be required unless directed to do so by the MRO.
- 3) Refusal to submit to a drug/alcohol test shall be considered equivalent to a positive test result and a direct act of insubordination and shall result in termination and referral to a list of USDOT qualified SAPs. A test refusal is defined as any of the following circumstances:
  - a. Fail to appear for any test (except a pre-employment test) within a reasonable time, as determined by the employer.

- b. Fail to remain at the testing site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test has not refused to test.
  - c. Fail to attempt to provide a breath or urine specimen. An employee who does not provide a urine or breath specimen because he or she has left the testing site before the testing process commenced for a pre-employment test has not refused to test.
  - d. In the case of a directly-observed or monitored urine drug collection, fail to permit monitoring or observation of your provision of a specimen.
  - e. Fail to provide a sufficient quantity of urine or breath without a valid medical explanation.
  - f. Fail or decline to take a second test as directed by the collector or the employer for drug testing.
  - g. Fail to undergo a medical evaluation as required by the MRO or the employer's Designated Employer Representative (DER).
  - h. Fail to cooperate with any part of the testing process.
  - i. Fail to follow an observer's instructions to raise and lower clothing and turn around during a directly-observed test.
  - j. Possess or wear a prosthetic or other device used to tamper with the collection process.
  - k. Admit to the adulteration or substitution of a specimen to the collector or MRO.
  - l. Refuse to sign the certification at Step 2 of the Alcohol Testing Form (ATF).
  - m. Fail to remain readily available following an accident.
  - n. As a covered employee, if the MRO reports that you have a verified adulterated or substituted test result, you have refused to take a drug test.
- 4) An alcohol test result of  $\geq 0.02$  to  $\leq 0.039$  BAC shall result in the removal of the employee from duty for eight hours or the remainder or the work day whichever is longer. The employee will not be allowed to return to safety-sensitive duty for his/her next shift until he/she submits to a NONDOT alcohol test with a result of less than 0.02 BAC.
- 5) In the instance of a self-referral or a management referral, disciplinary action against the employee shall include:
- a. Mandatory referral for an assessment by an employer approved counseling professional for assessment, formulation of a treatment plan, and execution of a return-to-work agreement;

- b. Failure to execute, or remain compliant with the return-to-work agreement shall result in termination from RIVERLIGHT TRANSIT SYSTEM employment.
    - i. Compliance with the return-to-work agreement means that the employee has submitted to a drug/alcohol test immediately prior to returning to work; the result of that test is negative; the employee is cooperating with his/her recommended treatment program; and, the employee has agreed to periodic unannounced follow-up testing as described in Section P of this policy; however, all follow-up testing performed as part of a return-to-work agreement required under section Q of this policy is under the sole authority of RIVERLIGHT TRANSIT SYSTEM and will be performed using non-DOT testing forms.
  - c. Refusal to submit to a periodic unannounced follow-up drug/alcohol test shall be considered a direct act of insubordination and shall result in termination. **All tests conducted as part of the return-to-work agreement will be conducted under company authority and will be performed using non-DOT testing forms.**
  - d. **A self-referral or management referral to the employer's counseling professional that was not precipitated by a positive test result does not constitute a violation of the Federal regulations and will not be considered as a positive test result in relation to the progressive discipline defined in Section Q of this policy.**
  - e. Periodic unannounced follow-up drug/alcohol testing conducted as a result of a self-referral or management referral which results in a verified positive shall be considered a positive test result in relation to the progressive discipline defined in Section Q of this policy.
  - f. A Voluntary Referral does not shield an employee from disciplinary action or guarantee employment with RIVERLIGHT TRANSIT SYSTEM.
  - g. A Voluntary Referral does not shield an employee from the requirement to comply with drug and alcohol testing.
- 6) Failure of an employee to report within five days a criminal drug statute conviction for a violation occurring in the workplace shall result in termination.

## **R. GRIEVANCE AND APPEAL**

The consequences specified by 49 CFR Part 40.149 (c) for a positive test or test refusal is not subject to arbitration.



## **S. PROPER APPLICATION OF THE POLICY**

RIVERLIGHT TRANSIT SYSTEM is dedicated to assuring fair and equitable application of this substance abuse policy. Therefore, supervisors/managers are required to use and apply all aspects of this policy in an unbiased and impartial manner. Any supervisor/manager who knowingly disregards the requirements of this policy, or who is found to deliberately misuse the policy in regard to subordinates, shall be subject to disciplinary action, up to and including termination.

## **T. INFORMATION DISCLOSURE**

- 1) Drug/alcohol testing records shall be maintained by the RIVERLIGHT TRANSIT SYSTEM Drug and Alcohol Program Manager and, except as provided below or by law, the results of any drug/alcohol test shall not be disclosed without express written consent of the tested employee.
- 2) The employee, upon written request, is entitled to obtain copies of any records pertaining to their use of prohibited drugs or misuse of alcohol including any drug or alcohol testing records. Covered employees have the right to gain access to any pertinent records such as equipment calibration records, and records of laboratory certifications. Employees may not have access to SAP follow-up testing plans.
- 3) Records of a verified positive drug/alcohol test result shall be released to the Drug and Alcohol Program Manager, and other transit system management personnel on a need-to-know basis.
- 4) Records will be released to a subsequent employer only upon receipt of a written request from the employee.
- 5) Records of an employee's drug/alcohol tests shall be released to the adjudicator in a grievance, lawsuit, or other proceeding initiated by or on behalf of the tested individual arising from the results of the drug/alcohol test. The records will be released to the decision maker in the proceeding.
- 6) Records will be released to the National Transportation Safety Board during an accident investigation.
- 7) Information will be released in a criminal or civil action resulting from an employee's performance of safety-sensitive duties, in which a court of competent jurisdiction determines that the drug or alcohol test information is relevant to the case and issues an order to the employer to release the information. The employer will release the information to the decision

- maker in the proceeding with a binding stipulation that it will only be released to parties of the proceeding.
- 8) Records will be released to the DOT or any DOT agency with regulatory authority over the employer or any of its employees.
  - 9) Records will be released if requested by a Federal, state or local safety agency with regulatory authority over RIVERLIGHT TRANSIT SYSTEM or the employee.
  - 10) If a party seeks a court order to release a specimen or part of a specimen contrary to any provision of Part 40 as amended, necessary legal steps to contest the issuance of the order will be taken
  - 11) In cases of a contractor or sub-recipient of a state department of transportation, records will be released when requested by such agencies that must certify compliance with the regulation to the FTA.

This Policy was adopted by the *Washington County Board of County Commissioners* on \_\_\_\_\_ (date).

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*William "Bill" R. Sexton, Jr. Chair*

## Attachment A

<b>Job Title</b>	<b>Job Duties</b>	<b>Testing Authority</b>
VEHICLE OPERATOR I	Transit operator	DOT
ADMIN. ASST. I	Transportation Coordinator	DOT
VEHICLE OPERATOR I	Transit operator	DOT
VEHICLE OPERATOR I	Transit operator	DOT
ADMIN ASSISTANT III	Transportation Supervisor	DOT
VEHICLE OPERATOR I	Transit operator	DOT
VEHICLE OPERATOR I	Transit operator	DOT

## Attachment B Contacts

Any questions regarding this policy or any other aspect of the substance abuse policy should be directed to the following individual(s).

### [WASHINGTON COUNTY/ RIVERLIGHT TRANSIT] Drug and Alcohol Program Manager

Name: LYNN R. SWETT  
Title: ADMINISTRATIVE OFFICER  
Address: 209 E MAIN STREET PLYMOUTH NC 27962  
Telephone Number: 252-793-4041X204

### Medical Review Officer

Name: Kendall K. Garing, MD  
Title: Medical Review Officer  
Address: Safe T Works 1029 Sunset Ave Asheboro NC 27203  
Telephone Number: 336-736-8138

Name: Dr. Patricia Shevlin  
Address: 1029 Sunset Ave.  
Asheboro, NC 27203  
Phone: (336) 736-8038 Fax: (336) 736-8042

### Substance Abuse Professional #1

Name: East Coast Counseling  
Title: Jennifer Lynn Hill, Licensed Clinical Addictions Specialist  
Address: 620 Lynndale Court Suite C Greenville NC 27858  
Telephone Number: 252-752-8602

### Substance Abuse Professional #2

Name: Michael D. Urton  
Title: Licensed Clinical Addictions Specialist  
Address: 3204 Sunset Avenue Suite B  
Telephone Number: 252-752-8602

### HHS Certified Laboratory Primary Specimen

Name: contracted through SAFE T WORKS  
Address:  
Telephone Number:

### HHS Certified Laboratory Split Specimen

Name:  
Address: contracted through SAFE T WORKS  
Telephone Number:

# WASHINGTON COUNTY BOARD OF COMMISSIONERS

## AGENDA STATEMENT

**ITEM NO: 2**

**DATE: July 6, 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.
-

**WASHINGTON COUNTY BOARD OF COMMISSIONERS**

**AGENDA STATEMENT**

**ITEM NO: 3**

**DATE: July 7, 2021**

**ITEM: Tax Collector's Report and Annual Settlement Report, Ms. Sherri Wilkins, Tax Administrator**

**SUMMARY EXPLANATION:**

At the Board meeting, Ms. Sherri Wilkins, Washington County Tax Administrator will give the Board the Tax Collector's Report and Annual Settlement Report



**WASHINGTON COUNTY BOARD OF COMMISSIONERS**

**AGENDA STATEMENT**

**ITEM NO: 4**

**DATE: July 6, 2021**

**ITEM: Department Information Update: Travel & Tourism Authority and the NC Black Bear Festival**

**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 July 7, 2021 meeting, Mr. Tom Harrison, TTA Director, will give a presentation.

**WASHINGTON COUNTY BOARD OF COMMISSIONERS**

**AGENDA STATEMENT**

**ITEM NO: 5**

**DATE: July 6, 2021**

**ITEM: American Rescue Plan Act (ARPA) Discussion, Mr. Curtis Potter,  
County Manager/County Attorney**

**SUMMARY EXPLANATION:**

Mr. Potter will be leading this discussion. Please see the attached memo, resolution and ordinance.

# 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  
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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

<b>MEETING DATE:</b>	July 6, 2021	<b>MEMO Date:</b>	July 1, 2021	<b>ITEM:</b>
<b>SUBJECT:</b>	American Rescue Plan Act (ARPA)			
<b>DEPARTMENT:</b>	Finance			
<b>FROM:</b>	Curtis S. Potter, County Manager/County Attorney (CM/CA)			
<b>ATTACHMENTS:</b>	A- Resolution to Accept American Rescue Plan Act (ARPA) Funds (2pgs) B- ARPA Grant Project Ordinance (2pgs) C- US Treasury Quick Reference Guide to ARPA (2pgs)			

**PURPOSE:** For Board consideration of:

1. Resolution to formally accept the receipt of ARPA funds, and
2. ARPA Grant Project Ordinance to establish a separate Fund 55 and an initial budget for ARPA funds; and
3. To discuss next steps/timeline for budgeting and use of said funds.

**BACKGROUND:**

- Washington County has been allocated \$2,249,279 of ARPA funds to be disbursed in two 50% installments (tranches), the first \$1,124,639.50 of which was received in June, 2021. The second tranche is expected in June, 2022. All funds must be encumbered by December 31, 2024 and spent by December 31, 2026
- US Dept of Treasury will oversee reporting requirements of ARPA funds for all counties and larger municipalities (>50,000 residents).
  - o 5/10/21: 8 Page Fact Sheet Released along with 151 Page Interim Final Rule
  - o 6/24/21: 35 Page FAQs updated
- NC Pandemic Recovery Office (NCPRO) will oversee reporting from smaller municipalities (Non-Entitlement Units or NEUs) including Plymouth, Roper, and Creswell.
- Extensive additional ARPA funding has been provided to other local partners (WC Schools, MTW, Hospitals, Federally Funded Programs) along with a number of large potential allocations directly from State ARPA funds which may be used for the benefit of Washington County including specifically without limitation possible broadband infrastructure improvement grants/funds.

**FINANCIAL IMPACTS:** \$2,249,279 of additional potential revenues for use toward eligible projects. No local match requirements.

**STAFF RECOMMENDATION(S):**

1. **Vote to approve the Resolution to Accept ARPA Funds**
2. **Vote to approve the ARPA Grant Project Ordinance**
3. Discuss – questions and potential uses of ARPA funds with staff and provide input and direction to guide staff in its ongoing development of this project’s budget based on evolving federal and state guidance. Presently staff anticipates recommending the following:
  - a. Adopt a wait and see approach before committing to any specific projects to allow time for further clarification to develop based on guidance and state budget development which may overlap with county budget priorities.
    - i. Currently recommended by NCACC and LGC
  - b. Begin developing a project budget for ARPA funds for ongoing discussion with the Board
    - i. Consider whether additional consulting/staffing resources may be needed to facilitate use of ARPA.
    - ii. Consider aspects of the CIP which may be funded with ARPA.
      1. Detention Center Plumbing
      2. Water Infrastructure Projects
        - a. Including items to help address recent addition of all county/municipal utility systems to the Vulnerable Utility System Program.
    - iii. Consider partnering with municipalities on eligible infrastructure projects using combined ARPA resources.
    - iv. Consider adopting a scoring methodology and/or RFP process for other projects or funding requests.

# COUNTY OF WASHINGTON

## BOARD OF COMMISSIONERS



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CLERK TO THE BOARD  
jbennett@washconc.org

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### **RESOLUTION 2021-013**

#### **RESOLUTION ACCEPTING AMERICAN RESCUE PLAN ACT (ARPA) FUNDS**

**WHEREAS**, Washington County is eligible to receive funding from the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (CSLRF) directly from the US Treasury Department currently estimated in the total amount of \$2,249,279, and has applied for and already received the first tranche of said funds in the amount of \$1,124,639.50; and

**WHEREAS**, all funding received under the CSLRF must be accounted for in a separate fund and not co-mingled with other revenue for accounting purposes, and must also be spent only for certain purposes specifically authorized by the CSLRF (including applicable regulations and guidance of the US Treasury Department), and also in compliance with the laws of the State of North Carolina (including applicable regulations and guidance of the North Carolina Pandemic Recovery Office and Local Government Commission); and

**WHEREAS**, in accordance with the foregoing, Washington County must comply with all applicable budgeting, accounting, contracting, reporting, and other compliance requirements for all CSLRF funds; and

**WHEREAS**, the Board of Commissions is required to take formal action through the passage of this Resolution to formally approve the application for and formally accept the CSLRF funds.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Washington County as follows:

1. That the County Manager/County Attorney and County Finance Officer are designated and directed to take all actions deemed reasonably necessary on behalf of the Board of Commissioners to apply for, receive, and administer the CSLRF funds in accordance with all applicable federal and state laws, regulations, and guidance; and

2. That the previously submitted application for eligible CSLRF funding submitted by the County Manager and County Finance Officer on behalf of Washington County is hereby ratified and approved; and
3. That all such CSLRF funding for which Washington County is eligible which has been or will be distributed by the US Treasury Department and which is received by Washington County is hereby accepted subject to all applicable federal and state laws, regulations, and guidance; and

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2021.

---

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

ATTEST:

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Julie J. Bennett, CMC, [NCCCC](#)  
Clerk to the Board

# COUNTY OF WASHINGTON

## BOARD OF COMMISSIONERS



### COMMISSIONERS:

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CLERK TO THE BOARD  
jbennett@washconc.org

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## AMERICAN RESCUE PLAN ACT (ARPA)

### GRANT PROJECT ORDINANCE

Pursuant to NCGS 159-13.2, the Washington County Board of County Commissioners hereby adopts this Grant Project Ordinance as follows:

Section 1: This Grant Project Ordinance establishes a budget for projects to be funded by the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) of the American Rescue Plan Act (ARPA) of 2021, H.R. 1319 .

Washington County has received the first 50% tranche of ARPA funds in the amount of \$1,124,639.50 of the total allocation is \$2,249,279. The remaining 50% tranche is expected to be distributed to Washington County within 12 months.

These funds may be used for one or more of the following categories of expenditures, to the extent authorized by, and subject to additional applicable federal and state rules, regulations, and laws pertaining to the use of SLFRF:

- a. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
- b. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
- c. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
- d. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
- e. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Section 2: Subject to further amendment, the following revenues are anticipated to be available to complete the Grant Project Ordinance and are hereby appropriated as anticipated revenues within a separate special revenue/grant project fund (Fund 55) to be created and maintained for purposes of separately accounting for and tracking the revenues and expenses related to this Grant Project Ordinance:

ARPA Grant Project Ordinance - Anticipated Fund 55 Revenues: \$2,249,279

Section 3: Subject to further amendment, the following amount is appropriated for the Grant Project Ordinance and authorized for expenditure:

ARPA Grant Project Ordinance - Anticipated Fund 55 Expenses: \$2,249,279

Once it determines how it will spend all or a portion of the ARPA funds, the Board of County Commissioners shall amend this Ordinance to authorize specific appropriations for specific programs, services, projects, and activities.

The Board of County Commissions may also appropriate and transfer some or all of these funds to an enterprise fund in an Annual Budget Ordinance for a water, wastewater, or stormwater infrastructure projects, or to other funds for reimbursement of otherwise eligible expenses made therefrom for which ARPA funds may be used, in compliance with and as authorized by applicable federal and/or state laws.

Section 4: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and any applicable grant or funding agreements.

Section 5: The Finance Officer is hereby directed to report the financial status of the Grant Project Ordinance to the Board of Commissioners on a regular basis, not less than quarterly.

Section 6: Copies of this Grant Project Ordinance shall be furnished to the Budget Officer, the Finance Officer, and the Clerk to the Board.

Section 7: This Grant Project Ordinance expires on December 31, 2026, or when all the ARPA funds have been obligated and expended by the County, whichever occurs sooner.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2021.

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

ATTEST:

\_\_\_\_\_  
Julie J. Bennett, CMC, NCCCC  
Clerk to the Board (SEAL)





# Coronavirus State and Local Fiscal Recovery Funds

The American Rescue Plan will deliver \$350 billion for state, local, territorial, and Tribal governments to respond to the COVID-19 emergency and bring back jobs.

The Coronavirus State and Local Fiscal Recovery Funds provide a substantial infusion of resources to help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery.

## Funding Objectives

- **Support urgent COVID-19 response efforts** to continue to decrease spread of the virus and bring the pandemic under control
- **Replace lost public sector revenue** to strengthen support for vital public services and help retain jobs
- **Support immediate economic stabilization** for households and businesses
- **Address systemic public health and economic challenges** that have contributed to the inequal impact of the pandemic

## Eligible Jurisdictions & Allocations

### Direct Recipients

- States and District of Columbia (\$195.3 billion)
- Counties (\$65.1 billion)
- Metropolitan cities (\$45.6 billion)
- Tribal governments (\$20.0 billion)
- Territories (\$4.5 billion)

### Indirect Recipients

- Non-entitlement units (\$19.5 billion)



### Support Public Health Response

Fund COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff



### Address Negative Economic Impacts

Respond to economic harms to workers, families, small businesses, impacted industries, and the public sector



### Replace Public Sector Revenue Loss

Use funds to provide government services to the extent of the reduction in revenue experienced due to the pandemic



### Premium Pay for Essential Workers

Offer additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors



### Water and Sewer Infrastructure

Make necessary investments to improve access to clean drinking water and invest in wastewater and stormwater infrastructure



### Broadband Infrastructure

Make necessary investments to provide unserved or underserved locations with new or expanded broadband access



**For More Information:** Please visit [www.treasury.gov/SLFRP](http://www.treasury.gov/SLFRP)

**For Media Inquiries:** Please contact the U.S. Treasury Press Office at (202) 622-2960

**For General Inquiries:** Please email [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov) for additional information



# Example Uses of Funds

## Support Public Health Response

- **Services to contain and mitigate the spread of COVID-19**, including vaccination, medical expenses, testing, contact tracing, quarantine costs, capacity enhancements, and many related activities
- **Behavioral healthcare services**, including mental health or substance misuse treatment, crisis intervention, and related services
- **Payroll and covered benefits** for public health, healthcare, human services, and public safety staff to the extent that they work on the COVID-19 response

## Replace Public Sector Revenue Loss

- **Ensure continuity of vital government services** by filling budget shortfalls
- **Revenue loss is calculated** relative to the expected trend, beginning with the last full fiscal year pre-pandemic and adjusted annually for growth
- **Recipients may re-calculate revenue loss** at multiple points during the program, supporting those entities that experience revenue loss with a lag

## Water & Sewer Infrastructure

- **Includes improvements to infrastructure**, such as building or upgrading facilities and transmission, distribution, and storage systems
- **Eligible uses aligned to Environmental Protection Agency project categories** for the Clean Water State Revolving Fund and Drinking Water State Revolving Fund

## Equity-Focused Services

- **Additional flexibility for the hardest-hit communities and families** to address health disparities, invest in housing, address educational disparities, and promote healthy childhood environments
- **Broadly applicable** to Qualified Census Tracts, other disproportionately impacted areas, and when provided by Tribal governments

## Address Negative Economic Impacts

- **Deliver assistance to workers and families**, including support for unemployed workers, aid to households, and survivor's benefits for families of COVID-19 victims
- **Support small businesses** with loans, grants, in-kind assistance, and counseling programs
- **Speed the recovery of impacted industries**, including the tourism, travel, and hospitality sectors
- **Rebuild public sector capacity** by rehiring staff, replenishing state unemployment insurance funds, and implementing economic relief programs

## Premium Pay for Essential Workers

- **Provide premium pay to essential workers**, both directly and through grants to third-party employers
- **Prioritize low- and moderate-income workers**, who face the greatest mismatch between employment-related health risks and compensation
- **Key sectors include** healthcare, grocery and food services, education, childcare, sanitation, and transit
- **Must be fully additive** to a worker's wages

## Broadband Infrastructure

- **Focus on households and businesses** without access to broadband and those with connections that do not provide minimally acceptable speeds
- **Fund projects that deliver reliable service** with minimum 100 Mbps download / 100 Mbps upload speeds unless impracticable
- **Complement broadband investments** made through the Capital Projects Fund

## Ineligible Uses

- **Changes that reduce net tax revenue** must not be offset with American Rescue Plan funds
- **Extraordinary payments into a pension fund** are a prohibited use of this funding
- **Other restrictions apply** to eligible uses

The examples listed in this document are non-exhaustive, do not describe all terms and conditions associated with the use of this funding, and do not describe all the restrictions on use that may apply. The U.S. Department of the Treasury provides this document, the State and Local contact channels, and other resources for informational purposes. Although efforts have been made to ensure the accuracy of the information provided, the information is subject to change or correction. Any Coronavirus State and Local Fiscal Recovery Funds received will be subject to the terms and conditions of the agreement entered into by Treasury and the respective jurisdiction, which shall incorporate the provisions of the Interim Final Rule and/or Final Rule that implements this program.

**WASHINGTON COUNTY BOARD OF COMMISSIONERS**

**AGENDA STATEMENT**

**ITEM NO: 6**

**DATE: July 6, 2021**

**ITEM: Designation of Voting Delegate for NCACC Annual Conference and Designation of Voting Delegate for NACo Annual Conference, Ms. Julie J. Bennett, Clerk to the Board**

**SUMMARY EXPLANATION:**

Ms. Bennett was asked to bring this back to the July 6, 2021 meeting.

Ms. Bennett received the attached forms from the NCACC and NACo asking the Board to nominate a Conference attendee to be the voting delegate on behalf of Washington County. The Conferences will be held virtually and in person.

Please see attached.

# WASHINGTON COUNTY BOARD OF COMMISSIONERS

## AGENDA STATEMENT

**ITEM NO: 7**

**DATE: July 6, 2021**

**ITEM: Boards & Committees, Ms. Julie Bennett, Clerk to the Board**

### **SUMMARY EXPLANATION:**

#### **Northeastern Workforce Development Board (NWDB)**

Commissioner Johnson asked the Commissions and the Clerk for assistance in identifying a new appointee to replace Diane White (Business Representative—Washington County) who is resigning from the NWDB.

#### **Jury Commission**

I was contacted by the Clerk of Court, Brian Keith Phelps regarding the Jury Commission. He stated that the Board of County Commissioners has appointed Syble Spruill to serve as their appointee in the past. She has served on the Jury Commission for several years. If she is not able or willing to serve, possibly Commissioner Phelps could recommend someone from his district to serve. The term begins on July 1, 2021 and is for two years. The Jury Commission usually meets in September or October to prepare the Master Jury list for the next biennium.

**WASHINGTON COUNTY BOARD OF COMMISSIONERS**

**AGENDA STATEMENT**

**ITEM NO: 8**

**DATE: July 6, 2021**

**ITEM: Budget Transfers and Amendments and 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 - 135

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

Date: June 3, 2021

RE: IT/Facility Services/Detention/Water

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

Account Code	Description	Old	+ or (-)	New
10-4210-350	Information Tech - Maintenance & Repair Equipment	44,109.00	(1.00)	44,108.00
10-4210-200	Information Tech - Departmental Supplies	797.00	1.00	798.00
<b>Information Tech</b>				
10-4265-230	Facility Services - Departmental Supplies-Safety	3,000.00	(180.00)	2,820.00
10-4265-320	Facility Services - Communications	6,800.00	180.00	6,980.00
<b>Facility Services</b>				
10-4320-190	Detention - Training	5,000.00	(254.00)	4,746.00
10-4320-299	Detention - Laundry & Dry Cleaning	6,000.00	254.00	6,254.00
<b>Detention</b>				
35-7135-200	Water Treatment - Supplies & Materials	7,775.00	(1,140.00)	6,635.00
35-7135-299	Water Treatment - Water Treatment Chemicals	23,263.00	1,140.00	24,403.00
<b>Water Treatment</b>				
		<b>96,744.00</b>	<b>-</b>	<b>96,744.00</b>

**Justification:**

To transfer monies within the IT Department budget to cover the purchase of supplies. To transfer monies within Facility Services to cover communications costs through fiscal year end. To transfer monies within Detention to cover an increase in the Unifirst Contract that was underbudgeted. To transfer monies within Water Treatment to cover the costs of chemicals through fiscal year end.

RECEIVED

JUN 04 2021

Washington County Manager's Office

Budget Officer's Initials CS

Approval Date: 6/5/21

Initials:	<u>CS</u>
Batch #:	<u>2021-135</u>
Date:	<u>6/7/2021</u>

Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2021 - 136

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

Date: June 3, 2021

RE: Register of Deeds/Water Operations

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

Account Code	Description	Old	+ or (-)	New
10-4180-611	ROD Automation Fund - Capital Outlay	9,000.00	(8,245.00)	755.00
10-4180-612	ROD Automation Fund - Departmental Supplies	-	8,245.00	8,245.00
<b>Register of Deeds</b>				
35-7130-550	Water Operations - Capital Outlay Equipment	7,550.00	(3,796.00)	3,754.00
35-7130-200	Water Operations - Supplies & Materials	16,200.00	3,796.00	19,996.00
<b>Water Operations</b>				
		<b>32,750.00</b>	<b>-</b>	<b>32,750.00</b>

**Justification:**

To transfer monies within Register of Deeds and Water Operations for the equipment that was initially budgeted in capital outlay but does not meet the threshold amount to qualify as capital outlay. Budget monies will be moved and then the purchase order account number will be changed prior to payment.

RECEIVED

JUN 04 2021

Washington County Manager's Office

Budget Officer's Initials   ESP  

Approval Date:   6/5/21  

Initials:	<u>  m  </u>
Batch #:	<u>  2021-136  </u>
Date:	<u>  6/19/2021  </u>

Washington County  
**BUDGET TRANSFER**

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

**BT #: 2021 - 137**

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

Account Code	Description	Old	+ or (-)	New
10-5310-014	SS Admin - Salaries & Wages Overtime	6,500.00	(3,500.00)	3,000.00
10-5310-180	SS Admin - Legal Protective Services	43,000.00	3,500.00	46,500.00
<b>SS Admin</b>		<b>49,500.00</b>	<b>-</b>	<b>49,500.00</b>

**Justification:**

To transfer monies within the DSS Admin budget due to the need to increase the contracted legal services line for child protective services to finish out the fiscal year. This request is not budget impactful as both lines are reimbursable at 50%.

Budget Officer's Initials CP

Approval Date: 6/11/21

Initials: MD  
 Batch #: 2021-137  
 Date: 6/11/2021

**RECEIVED**  
 JUN 11 2021

Washington County Manager's Office



Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2021 - 138

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

Date: June 11, 2021

RE: Register of Deeds

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

Account Code	Description	Old	+ or (-)	New
10-4180-130	Register of Deeds - Unemployment Insurance	504.00	(504.00)	-
10-4180-260	Register of Deeds - Departmental Supplies	8,507.00	504.00	9,011.00
<b>Register of Deeds</b>		<b>9,011.00</b>	<b>-</b>	<b>9,011.00</b>

**Justification:**

To transfer monies within the Register of Deeds budget from Unemployment to Departmental Supplies for unanticipated supplies needed and received prior to fiscal year end.

Budget Officer's Initials CSB

Approval Date: 6/11/21

Initials: CSB  
Batch #: 2021-138  
Date: 6/14/2021

**RECEIVED**  
JUN 11 2021

Washington County Manager's Office

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners  
**From:** Curtis Potter, County Manager  
Missy Dixon, *Finance Officer*  
**Date:** June 14, 2021  
**RE:** Washington EMS

**BT #: 2021 - 139**

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

Account Code	Description	Old	+ or (-)	New
37-4330-040	Washington EMS-Salaries & Wages - Part Time	119,000.00	(30,000.00)	89,000.00
37-4330-030	Washington EMS-Salaries & Wages - Overtime	278,100.00	30,000.00	308,100.00
37-4330-295	Washington EMS-Portable Comm Hardware	8,622.00	(100.00)	8,522.00
37-4330-390	Washington EMS-Dues & Subscriptions	8,259.00	100.00	8,359.00
<b>Washington EMS</b>		<b>413,981.00</b>	<b>-</b>	<b>413,981.00</b>

**Justification:**

To transfer monies to cover higher than expected Overtime and Dues & Subscriptions thru fiscal year end. The overtime line was originally estimated based on prior years experience however can fluctuate from year to year depending on whether or not we are fully staffed. The dues and subscriptions line came in a little higher than originally expected due to the company failing to bill us timely for a few months in the prior fiscal year.

**RECEIVED**  
JUN 17 2021

Washington County Manager's Office

Budget Officer's Initials ESP

Approval Date: 6/14/21

Initials:	<u>ESP</u>
Batch #:	<u>2021-139</u>
Date:	<u>6/14/2021</u>

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners

**BT #: 2021 - 140**

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

**Date:** June 17, 2021

**RE:** Tax/Facilities

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

Account Code	Description	Old	+ or (-)	New
10-4140-310	Tax Admin - Travel	400.00	(32.00)	368.00
10-4140-355	Tax Admin - Maintenance & Repair Vehicle	1,500.00	32.00	1,532.00
<b>Tax</b>				
10-4265-250	Facilities - Supplies-Vehicles	3,000.00	(127.00)	2,873.00
10-4265-320	Facilities - Communications	6,980.00	127.00	7,107.00
<b>Facilities</b>				
		<b>11,880.00</b>	<b>-</b>	<b>11,880.00</b>

**Justification:**

To transfer monies within tax to cover the costs to have the air conditioner repaired on the jeep. When the shop went in to make the repair they found that there was another issue related to the air conditioner failure therefore pushing the cost up.

To transfer monies within facilities to cover the final mediacom bill for the fiscal year. This line was underbudgeted.

Budget Officer's Initials CPD

Approval Date: 6/17/21

Initials: CPD  
Batch #: 2021-140  
Date: 6/17/2021

Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2021 - 141

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

Date: June 23, 2021

RE: Register of Deeds/Facilities/Recreation

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

Account Code	Description	Old	+ or (-)	New
10-4180-260	Register of Deeds - Departmental Supplies	9,011.00	(3,918.00)	5,093.00
10-4180-612	Register of Deeds Automation Fund - Departmental Supplies	8,245.00	3,918.00	12,163.00
<b>Register of Deeds</b>				
10-4265-355	Facilities - Maintenance & Repairs - Vehicles	1,500.00	(326.00)	1,174.00
10-4265-320	Facilities - Communications	7,107.00	326.00	7,433.00
<b>Facilities</b>				
10-6120-270	Recreation - Sports Equipment	1,000.00	(700.00)	300.00
10-6120-250	Recreation - Supplies - Vehicles	1,750.00	700.00	2,450.00
<b>Recreation</b>				
		<b>28,613.00</b>	<b>-</b>	<b>28,613.00</b>

**Justification:**

To transfer monies within the Register of Deeds budget for the purchase of 3 Dell Computers - a budget transfer was previously done for this however the Finance Officer was provided an incorrect account number for the transfer so this is to make that correction and pay from the appropriate line. To transfer monies within Facilities to cover the cost of the final May & June ITS Phone bills - this line was underbudgeted this fiscal year due to data overages. To transfer monies within the Recreation budget to cover the costs of vehicle gas thru year-end.

Budget Officer's Initials cep

Approval Date: 6/22/21

Initials:	<u>cep</u>
Batch #:	<u>2021-141</u>
Date:	<u>6/24/2021</u>

# Washington County BUDGET TRANSFER

To: Board of Commissioners

BT #: 2021 - 142

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

Date: June 24, 2021

RE: Water Treatment

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

Account Code	Description	Old	+ or (-)	New
35-7135-370	Water Treatment - Advertising	500.00	(136.00)	364.00
35-7135-350	Water Treatment - Maintenance & Repair-Equipment	35,822.00	136.00	35,958.00
<b>Water Treatment</b>		<b>36,322.00</b>	<b>-</b>	<b>36,322.00</b>

**Justification:**

To transfer monies within the Water Treatment budget to pay for the unexpected costs to have an Electrician fix the motor on Well #1.

DocuSigned by:  
  
 Budget Officer's Initials D53CE898136142D...

Approval Date: 6/25/2021

Initials: CP  
 Batch #: 2021-142  
 Date: 6/25/2021

Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2021 - 143

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

Date: June 25, 2021

RE: Central Services/IT/SRO Union/SRO Plymouth High/Detention/Emergency Mgmt/Veterans/Communications/Soil & Water/Recreation  
 Water Treatment/Airport Operations

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

Account Code	Description	Old	+ or (-)	New
10-8300-120	Additional Salary/Benefit Exp-Comp Study	50,983.50	(3,450.00)	47,533.50
10-4210-010	Information Tech - Salaries & Wages - Regular	51,313.00	1,000.00	52,313.00
10-4311-010	SRO Wash Co Union - Salaries & Wages - Regular	33,460.00	1,100.00	34,560.00
10-4311-090	SRO Wash Co Union - FICA Expense	2,560.00	100.00	2,660.00
10-4311-100	SRO Wash Co Union - Retirement Expense	6,082.00	50.00	6,132.00
10-4311-101	SRO Wash Co Union - 401(K) Contribution	1,673.00	100.00	1,773.00
10-4314-010	SRO Plymouth High - Salaires & Wages - Regular	33,460.00	1,000.00	34,460.00
10-4314-101	SRO Plymouth High - 401(K) Contribution	1,673.00	100.00	1,773.00
<b>Central Services/IT/SRO Wash Co Union/SRO Plymouth High</b>				
10-4320-181	Detention - Group Insurance	94,711.00	(6,750.00)	87,961.00
10-4320-010	Detention - Salaries & Wages - Regular	297,335.00	2,500.00	299,835.00
10-4320-030	Detention - Salaries & Wages - Overtime	91,500.00	1,000.00	92,500.00
10-4320-031	Detention - Salaries & Wages - Part Time	37,306.00	750.00	38,056.00
10-4320-090	Detention - FICA Tax Expense	34,029.00	1,000.00	35,029.00
10-4320-100	Detention - Retirement	69,607.00	1,000.00	70,607.00
10-4320-101	Detention - 401(K) Contribution	7,415.00	500.00	7,915.00
<b>Detention</b>				
10-4330-090	Emergency Mgmt - FICA Expense	4,152.00	(5.00)	4,147.00
10-4330-010	Emergency Mgmt - Salaries & Wages - Regular	54,272.00	5.00	54,277.00
<b>Emergency Mgmt</b>				
10-5155-310	Veterans - Travel	600.00	(50.00)	550.00
10-5155-090	Veterans - FICA Tax Expense	750.00	50.00	800.00
<b>Veterans</b>				
10-5911-010	Communications - Salaries & Wages - Regular	184,970.00	(2,000.00)	182,970.00
10-5911-031	Communications - Salaries & Wages - Part Time	70,000.00	2,000.00	72,000.00
<b>Communications</b>				
10-6060-130	Soil & Water - Unemployment Insurance	252.00	(252.00)	-
10-6060-140	Soil & Water - Workman's Comp	1,446.00	(98.00)	1,348.00
10-6060-030	Soil & Water - Salaries & Wages - Regular	33,460.00	200.00	33,660.00
10-6060-090	Soil & Water - FICA Tax Expense	2,560.00	100.00	2,660.00
10-6060-101	Soil & Water - 401(K) Contribution	1,004.00	50.00	1,054.00
<b>Soil &amp; Water</b>				
10-6120-554	Recreation - Maintenance/Equipment - Creswell	3,500.00	(1,500.00)	2,000.00
10-6120-010	Recreation - Salaries & Wages - Regular	41,275.00	1,500.00	42,775.00
<b>Recreation</b>				
35-7135-130	Water Treatment - Unemployment Insurance	504.00	(350.00)	154.00
35-7135-100	Water Treatment - Retirement Expense	12,370.00	250.00	12,620.00
35-7135-101	Water Treatment - 401(K) Contribution	2,115.00	100.00	2,215.00
<b>Water Treatment</b>				
39-4530-250	Airport - AV Gas & Jet Fuel	47,179.00	(400.00)	46,779.00
39-4530-010	Airport - Salaries & Wages - Regular	40,001.00	100.00	40,101.00
39-4530-090	Airport - FICA Tax Expense	3,623.00	300.00	3,923.00
<b>Airport Operations</b>				
		<b>1,317,140.50</b>	<b>-</b>	<b>1,317,140.50</b>

**Justification:**

To transfer monies within and amongst various departments due to the need to increase several salary and benefits lines related to the compensation study that was implemented mid fiscal year. Some of these movements are also needed due to the overages in overtime and part-time since there were several full-time vacancies.

DocuSigned by:  
 Curtis S. Potter  
 Budget Officer's Initials  
DS3CE688136142D

Approval Date: 6/25/2021

Initials: *CP*  
 Batch #: 2021-143  
 Date: 6/25/2021

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners  
**From:** Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
**Date:** June 28, 2021  
**RE:** Elections

**BT #: 2021 - 144**

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

Account Code	Description	Old	+ or (-)	New
10-4170-550	Elections - Capital Outlay - Equipment	66,000.00	(316.00)	65,684.00
10-4170-260	Elections - Departmental Supplies	3,026.00	316.00	3,342.00
<b>Elections</b>		<b>69,026.00</b>	<b>-</b>	<b>69,026.00</b>

**Justification:**

To transfer monies within the elections budget to cover the costs of a toner cartridge originally charged to HAVA Grant Funds. Because voting machines could not be delivered prior to year-end, the State Board of Elections requested that we submit an invoice and a signed sales agreement showing the funds being encumbered so that they could go ahead and pay the County. In doing so, we needed to move the charges for the printer to the regular elections budget as not to comingle this purchase with HAVA Funding.

Budget Officer's Initials CDP

Approval Date: 6/29/21

Initials: m  
Batch #: 2021-144  
Date: 6/29/2021

Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2021 - 145

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

Date: June 29, 2021

RE: Detention/EMS

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

Account Code	Description	Old	+ or (-)	New
10-4320-040	Detention-Salaries & Wages - Longevity	1,983.00	(35.00)	1,948.00
10-4320-320	Detention-Communications	650.00	35.00	685.00
<b>Detention</b>				
37-4330-130	EMS - Unemployment Insurance	5,040.00	(5,040.00)	-
37-4330-190	EMS - Training	6,800.00	(1,000.00)	5,800.00
37-4330-396	EMS - Medicaid Cost Report	1,000.00	6,040.00	7,040.00
<b>EMS</b>				
		<b>15,473.00</b>	<b>-</b>	<b>15,473.00</b>

**Justification:**

To transfer monies within the Detention budget to cover the costs of the ITS Phone Bill thru year-end - this line was originally underbudgeted. To transfer monies within the EMS budget to cover the anticipated bill from NCACC for review of the Medicaid Cost Report - this cost was overlooked and not orginally budgeted.

Budget Officer's Initials   *CP*  

Approval Date:   6/29/21  

Initials:	<i>m</i>
Batch #:	2021-145
Date:	6/29/2021



Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners

**BT #: 2021 - 146**

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

**Date:** June 30, 2021

**RE:** Tax/IT/Detention

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

Account Code	Description	Old	+ or (-)	New
10-4140-315	Tax - Training	4,550.00	(850.00)	3,700.00
10-4210-180	Info Tech - Contracted Services	8,200.00	850.00	9,050.00
<b>Tax/IT</b>				
10-4320-350	Detention - Maintenance & Repair Equipment	20,000.00	(6,200.00)	13,800.00
10-4320-600	Detention - Contracted Services	50,000.00	6,200.00	56,200.00
<b>Detention</b>				
		<b>82,750.00</b>	<b>-</b>	<b>82,750.00</b>

**Justification:**

To transfer monies from Tax to Information Technology (IT) to cover the costs of additional hours needed for Dynamic Data for Tax programming in Elite. To transfer monies within Detention to cover the costs for State Safekeeping charges and Juvenile Detention Housing through fiscal year end - this line was originally underbudgeted as these charges fluctuate from year-to-year.

**Budget Officer's Initials** \_\_\_\_\_

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

<b>Initials:</b>	
<b>Batch #:</b>	
<b>Date:</b>	

## Monthly Financial Summary

### as of June 29, 2021

	Budget	YTD Activity
<b>General Fund (10):</b>		
Revenues	15,940,360.00	14,363,622.30
Expenditures	(15,940,360.00)	(13,791,353.36)
<b>Balance:</b>	<b>-</b>	<b>572,268.94</b>
<i>*Fund Balance Appropriation</i>		<i>758,586.99</i>
<b>Capital Outlay-Washington Co Schools (21):</b>		
Revenues	546,000.00	467,551.97
Expenditures	(546,000.00)	(400,000.00)
<b>Balance:</b>	<b>-</b>	<b>67,551.97</b>
<i>*Fund Balance Appropriation</i>		-
<i>*Transfer from General Fund</i>		-
<b>Drainage Fund (30):</b>		
Revenues	372,053.00	212,105.97
Expenditures	(372,053.00)	(201,080.24)
<b>Balance:</b>	<b>-</b>	<b>11,025.73</b>
<i>*Fund Balance Appropriation</i>		-
<b>Sanitation Fund (33):</b>		
Revenues	1,420,809.00	1,422,438.57
Expenditures	(1,402,809.00)	(1,205,859.59)
<b>Balance:</b>	<b>18,000.00</b>	<b>216,578.98</b>
<i>*Fund Balance Appropriation</i>		<i>21,000.00</i>
<i>*Transfer from General Fund</i>		<i>35,000.00</i>
<b>Water Fund (35):</b>		
Revenues	1,475,806.50	1,336,190.23
Expenditures	(1,475,806.50)	(1,207,502.73)
<b>Balance:</b>	<b>-</b>	<b>128,687.50</b>
<i>*Fund Balance Appropriation</i>		<i>11,806.50</i>
<b>EMS Fund (37):</b>		
Revenues	2,316,739.50	1,773,811.88
Expenditures	(2,316,739.50)	(1,951,478.41)
<b>Balance:</b>	<b>-</b>	<b>(177,666.53)</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	933,781.12
Expenditures	(1,320,079.00)	(933,781.52)
<b>Balance:</b>	<b>-</b>	<b>(0.40)</b>
<i>*Fund Balance Appropriation</i>		-

	Budget	YTD Activity
<b>Airport Fund (39):</b>		
Revenues	189,257.00	178,896.91
Expenditures	(189,257.00)	(128,439.23)
<b>Balance:</b>	<b>-</b>	<b>50,457.68</b>
<i>*Fund Balance Appropriation</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>*Transfer from General Fund</i>		<i>10,000.00</i>
<b>CRF Pandemic Recovery (60):</b>		
Revenues	717,303.00	1,841,741.55
Expenditures	(717,303.00)	(717,102.05)
<b>Balance:</b>	<b>-</b>	<b>1,124,639.50</b>
<i>*Fund Balance Appropriation</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>		-
<b>Travel &amp; Tourism Fund (63):</b>		
Revenues	171,601.00	174,221.86
Expenditures	(171,601.00)	(131,133.66)
<b>Balance:</b>	<b>-</b>	<b>43,088.20</b>
<i>*Fund Balance Appropriation</i>		<i>29,675.00</i>
<b>E-911 Fund (69):</b>		
Revenues	391,415.00	117,816.66
Expenditures	(391,415.00)	(163,250.17)
<b>Balance:</b>	<b>-</b>	<b>(45,433.51)</b>
<i>*Fund Balance Appropriation</i>		<i>263,064.00</i>
<i>*Transfer from General Fund</i>		<i>1,931.00</i>
<b>Revaluation Fund (70)</b>		
Revenues	103,260.00	33,017.69
Expenditures	(103,260.00)	(97,984.03)
<b>Balance:</b>	<b>-</b>	<b>(64,966.34)</b>
<i>*Fund Balance Appropriation</i>		<i>70,210.00</i>
<i>*Transfer from General Fund</i>		<i>33,000.00</i>

Washington County  
Statement of Revenue and Expenditures

Revenue Account Range: First to Last      Include Non-Anticipated: Yes  
 Expend Account Range: First to Last      Include Non-Budget: No  
 Print Zero YTD Activity: No      Year To Date As Of: 06/29/21  
    Current Period: 06/01/21 to 06/29/21  
    Prior Year As Of: 06/29/21

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	24,046.68	7,140,701.00	0.00	44,105.00	101
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	6,468.50	235,670.81	0.00	25,670.81	112
10-3012-000	TAXES-AD VALOREM ALL PRIOR YRS	146,665.73	150,000.00	8,778.22	140,553.72	0.00	9,446.28-	94
10-3018-000	NCVTS-WASHINGTON CO MOTOR VEH TAX	838,930.11	786,200.00	73,075.41	831,446.65	0.00	45,246.65	106
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	11,170.81	53,051.49	0.00	13,051.49	133
10-3080-000	GROSS TAX REC LEASED VEHICLES	769.67	500.00	78.99	902.35	0.00	402.35	180
10-3090-000	PAYMENTS IN LIEU OF TAXES	13,633.00	15,000.00	0.00	12,812.00	0.00	2,188.00-	85
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	74.70	6,533.81	0.00	8,466.19-	44
10-3170-010	PRIOR YEAR TAX PENALTIES	1,358.03	1,500.00	26.30	1,159.01	0.00	340.99-	77
10-3180-000	CURRENT YEAR TAX INTEREST	26,162.11	25,000.00	1,745.75	24,588.61	0.00	411.39-	98
10-3180-010	PRIOR YEAR TAX INTEREST	67,757.16	67,000.00	3,779.59	67,904.62	0.00	904.62	101
10-3250-000	PRIVILEGE AND BEER LICENSES	595.00	600.00	0.00	630.00	0.00	30.00	105
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	2,802.70	8,708.42	0.00	5,291.58-	62
10-3290-000	INTEREST EARNED ON INVESTMENTS	89,200.19	35,000.00	0.00	8,205.72	0.00	26,794.28-	23
10-3310-000	RENTS AND CONCESSIONS	10,700.00	11,400.00	950.00	13,800.00	0.00	2,400.00	121
10-3312-000	JAIL CONCESSIONS	25,551.04	16,500.00	1,446.11	13,920.52	0.00	2,579.48-	84
10-3350-000	MISCELLANEOUS REVENUES	1,203.55	0.00	0.00	26,299.75	0.00	26,299.75	0
10-3350-001	JURY DUTY PAY	68.00	0.00	0.00	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	34,574.00	34,574.00	0.00	0.00	100
10-3353-000	INSURANCE PROCEEDS	28,288.00	35,296.00	0.00	36,700.12	0.00	1,404.12	104
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

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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	22.50	225.00	0.00	1,775.00-	11
10-3410-000	WINE AND BEER TAX	33,457.95	40,000.00	0.00	32,368.24	0.00	7,631.76-	81
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	21,683.06	165,957.66	0.00	21,042.34-	89
10-3440-000	SALES TAX-ONE-HALF CENT-ST-A40	615,764.47	619,000.00	65,849.31	510,102.77	0.00	108,897.23-	82
10-3450-000	SALES TAX ONE CENT LOCAL	914,710.23	851,000.00	99,073.96	765,901.32	0.00	85,098.68-	90
10-3460-000	SALES TAX - REDISTRIBTUTION	293,515.55	292,000.00	25,266.58	227,401.30	0.00	64,598.70-	78
10-3470-020	ABC ALCOHOLISM BOTTLE TAX	3,628.31	0.00	340.00	3,798.90	0.00	3,798.90	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	39,377.80	0.00	877.80	102
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	422,992.65	0.00	50,197.72	113
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	2,519,215.00	187,388.87	2,149,887.27	0.00	369,327.73-	85
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	5,819.88	129,813.70	0.00	45,170.70	153
10-3500-080	DSS-COMMUNITY DONATIONS-MEDICAL	422.00	65.00	0.00	65.00	0.00	0.00	100
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	3,022.26	45,037.61	0.00	26,437.61	242
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	4,112.47	47,043.55	0.00	20,456.45-	70
10-3500-140	DSS-TYRRELL IV-D CONTRACT	60,000.00	60,000.00	5,000.00	60,000.00	0.00	0.00	100
10-3500-190	DSS-MEDICAID CAP	195,649.60	135,000.00	20,988.00	236,473.50	0.00	101,473.50	175
10-3500-200	DOT - ROAP & CTS GRANTS	322,905.00	361,859.00	31,662.00	155,638.00	0.00	206,221.00-	43
10-3500-202	DSS-RDC CONTRACT/TRANSPORTATION	1,403.28	2,500.00	0.00	0.00	0.00	2,500.00-	0
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	3,157.00	0.00	3,157.00	0.00	0.00	100
10-3500-290	WASH CO PESTICIDE CONTAINER RECYC GRANT	0.00	4,842.00	0.00	4,509.30	0.00	332.70-	93
10-3508-000	ALB COMM NUTRITION SITE DIRECTOR	7,882.11	7,882.00	7,882.11	7,882.11	0.00	0.11	100
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
10-3509-000	SENIOR CITIZENS FUNDS	2,025.00	2,500.00	0.00	0.00	0.00	2,500.00-	0

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Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
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	1,226.42	14,521.55	0.00	7,478.45-	66
10-3510-020	OFFICERS FEES	10,932.18	12,000.00	517.50	8,517.52	0.00	3,482.48-	71
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	127.04	4,260.68	0.00	2,260.68	213
10-3540-010	DRUG/DONATIONS/GRANT LEO	369.86	0.00	149.56	1,010.57	0.00	1,010.57	0
10-3540-020	GUN PERMITS DISCRETIONARY-COUNTY PORTION	4,685.00	10,250.00	400.00	10,650.00	0.00	400.00	104
10-3540-030	GUN PERMITS-STATE PORTION	5,725.00	12,725.00	485.00	13,210.00	0.00	485.00	104
10-3540-040	FINGER PRINTING	1,640.00	2,750.00	190.00	2,940.00	0.00	190.00	107
10-3540-070	DONATIONS-ANIMAL CONTROL	657.84	36.00	0.00	36.00	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	666.00	8,293.61	0.00	3,706.39-	69
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	3,000.00	0.00	600.00	125
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	3,437.50	45,137.35	0.00	137.35	100
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	75.00	1,500.00	0.00	300.00	125
10-3560-000	REGISTER OF DEEDS FEES	62,903.56	60,000.00	1,387.80	77,409.25	0.00	17,409.25	129
10-3560-010	MARRIAGE LICENSES	2,160.00	2,500.00	300.00	2,580.00	0.00	80.00	103
10-3580-000	JAIL FEES/STATE REIMBURSEMENTS	7,342.85	7,000.00	26.71	3,753.20	0.00	3,246.80-	54
10-3590-000	JAIL HOUS/TRANS/CO/US MARSHALL	71,515.67	75,000.00	0.00	28,919.00	0.00	46,081.00-	39
10-3830-000	SALE OF FIXED ASSETS	438.07	5,000.00	0.00	1,700.00	0.00	3,300.00-	34
10-3900-000	NC EDUCATION LOTTERY	179,875.00	87,407.00	0.00	87,406.85	0.00	0.15-	100
10-3970-020	M-T-W COURT COORDINATOR GRANT	0.00	90,000.00	6,339.58	71,419.77	0.00	18,580.23-	79
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	63,367.00	0.00	0.00	100
10-3970-041	JCPC-WASHINGTON COUNTY YOUTH	21,886.00	18,182.00	1,515.00	18,182.00	0.00	0.00	100
10-3970-042	JCPC-ADMINISTRATION	3,858.00	7,391.00	615.00	7,391.00	0.00	0.00	100
10-3970-050	SCHOOL REIMB-WCU/CHS SRO	149,755.50	115,540.00	9,140.64	84,661.07	0.00	30,878.93-	73
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	22,515.99	0.00	1,379.99	107
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
10-3990-000	APPROPRIATED FUND BALANCE	0.00	758,586.99	0.00	0.00	0.00	758,586.99-	0

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10-3991-000	REGISTER DDS PRESERVATION FUND	0.00	9,000.00	0.00	0.00	0.00	9,000.00-	0
10-3999-900	CANCELLED PRIOR YEAR EXPENDITURES	9.36	0.00	0.00	0.00	0.00	0.00	0
	<b>GENERAL FUND Revenue Total</b>	<b>14,776,473.33</b>	<b>15,940,360.00</b>	<b>679,607.51</b>	<b>14,363,622.30</b>	<b>0.00</b>	<b>1,576,737.70-</b>	<b>90</b>

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-0000-000	GENERAL FUND:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4110-000	GOVERNING BOARD:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4110-010	SALARIES & WAGES-BOARD	35,399.60	35,400.00	2,950.00	35,399.40	0.00	0.60	100
10-4110-020	SALARIES & WAGES-BOARD TRAVEL STIPEND	14,099.80	14,100.00	1,175.00	14,099.80	0.00	0.20	100
10-4110-030	SALARIES & WAGES-CELLPHONE STIPEND	1,500.00	1,500.00	125.00	1,500.00	0.00	0.00	100
10-4110-090	GOVERNING BOARD- FICA TAX EXPENSE	3,946.84	4,000.00	328.90	3,948.72	0.00	51.28	99
10-4110-140	GOVERNING BOARD- WORKMAN'S COMP	1,469.00	1,543.00	0.00	1,390.00	0.00	153.00	90
10-4110-200	GOVERNING BOARD- DEPT SUPPLIES	3,066.44	2,000.00	201.77	1,771.47	0.00	228.53	89
10-4110-310	GOVERNING BOARD- TRAVEL	5,525.93	12,000.00	0.00	869.29	0.00	11,130.71	7
10-4110-320	GOVERNING BOARD- COMMUNICATIONS	600.00	750.00	50.00	600.00	0.00	150.00	80
10-4110-350	POSTAGE	55.00	50.00	0.00	6.95	0.00	43.05	14
10-4110-370	GOVERNING BOARD- PRINTING	300.00	500.00	0.00	100.00	0.00	400.00	20
10-4110-380	ADVERTISING	510.00	1,500.00	555.00	1,288.00	0.00	212.00	86
10-4110-390	COMMISSIONERS-SPECIAL SPONSORED	3,095.68	4,000.00	50.00	3,986.00	0.00	14.00	100
10-4110-391	GOVERNING BOARD- DUES & SUBSCRIPTIONS	5,660.96	5,900.00	44.97	5,827.55	0.00	72.45	99
10-4110-392	OTHER COMMUNITY CONTRIBUTIONS	0.00	8,000.00	2,000.00	4,000.00	0.00	4,000.00	50
10-4110-442	CONTRACTED SERVICES-GRANICUS	4,800.00	5,136.00	0.00	5,136.00	0.00	0.00	100
	<b>DEPARTMENT Total</b>	<b>80,029.25</b>	<b>96,379.00</b>	<b>7,480.64</b>	<b>79,923.18</b>	<b>0.00</b>	<b>16,455.82</b>	<b>83</b>

10-4120-000	MANAGERS OFFICE:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4120-010	MANAGERS OFFICE- S & W- REGULAR	217,010.86	218,189.00	17,384.50	205,876.10	0.00	12,312.90	94
10-4120-040	SALARIES & WAGES-LONGEVITY	1,647.22	1,983.00	0.00	1,982.26	0.00	0.74	100
10-4120-090	MANAGERS OFFICE- FICA TAX EXPENSE	16,514.65	16,812.00	1,315.65	15,692.19	0.00	1,119.81	93
10-4120-100	MANAGERS OFFICE- RETIREMENT	34,008.11	38,558.00	3,662.65	34,999.98	0.00	3,558.02	91
10-4120-101	MANAGERS OFFICE 401 (K) CONTRIB	5,222.18	6,593.00	521.53	5,907.59	0.00	685.41	90
10-4120-130	MANAGERS OFFICE- UNEMPLOYMENT INS.	0.00	244.00	0.00	0.00	0.00	244.00	0
10-4120-140	MANAGERS OFFICE- WORKMAN'S COMP	952.00	1,450.00	0.00	1,261.00	0.00	189.00	87
10-4120-180	MANAGERS OFFICE- GROUP INS.	21,475.40	29,495.00	2,276.16	25,490.27	0.00	4,004.73	86
10-4120-190	LEGAL SERVICES	77,054.97	13,288.00	9,990.00	13,287.50	0.00	0.50	100
10-4120-260	MANAGERS OFFICE- DEPARTMENTAL SUPPLIES	7,685.05	11,200.00	7,359.94	10,576.45	0.00	623.55	94
10-4120-270	MANAGERS OFFICE - SERVICE AWARDS	125.00	0.00	0.00	0.00	0.00	0.00	0
10-4120-310	MANAGERS OFFICE- TRAVEL	1,040.27	200.00	0.00	40.00	0.00	160.00	20

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4120-315	TRAINING	6,019.97	3,700.00	440.00	3,581.00	0.00	119.00	97
10-4120-320	MANAGERS OFFICE- COMMUNICATIONS	1,562.60	2,000.00	50.00	1,200.55	0.00	799.45	60
10-4120-330	POSTAGE	30.06	100.00	15.93	48.82	0.00	51.18	49
10-4120-355	MAINT & REPAIR-VEHICLE	114.04	500.00	0.00	0.00	0.00	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	0.00	1,542.00	0.00	822.00	65
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	5,450.00	952.62	5,187.67	0.00	262.33	95
10-4120-400	LEASE-COPIER	6,629.44	2,800.00	0.00	1,662.48	0.00	1,137.52	59
<b>DEPARTMENT Total</b>		<b>403,413.39</b>	<b>355,076.00</b>	<b>43,968.98</b>	<b>328,435.86</b>	<b>0.00</b>	<b>26,640.14</b>	<b>92</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	172,537.00	14,739.92	172,127.04	0.00	409.96	100
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	12,412.03	0.00	499.97	96
10-4130-100	FINANCE OFFICE- RETIREMENT	25,071.98	29,613.00	2,494.00	29,299.28	0.00	313.72	99
10-4130-101	FINANCE OFFICE- 401(K) CONTRIB.	4,795.42	5,264.00	442.20	5,163.84	0.00	100.16	98
10-4130-140	FINANCE OFFICE- WORKMAN'S COMP	1,008.00	963.00	0.00	954.00	0.00	9.00	99
10-4130-150	FINANCE OFFICE-BANK FEES	22,305.73	21,000.00	0.00	19,277.21	0.00	1,722.79	92
10-4130-180	FINANCE OFFICE- PROFESSIONAL SERVICES	78,587.87	81,000.00	312.00	78,276.77	0.00	2,723.23	97
10-4130-181	FINANCE OFFICE- GROUP INS.	31,571.34	29,328.00	2,278.52	27,585.74	0.00	1,742.26	94
10-4130-260	FINANCE OFFICE- DEPARTMENTAL SUPPLIES	8,613.69	7,298.00	1,231.09	6,371.42	0.00	926.58	87
10-4130-280	FINANCE OFFICE- POSTAGE	1,667.60	2,500.00	177.88	1,805.00	0.00	695.00	72
10-4130-310	FINANCE OFFICE- TRAVEL	640.38	890.00	0.00	648.99	0.00	241.01	73
10-4130-315	TRAINING	636.95	1,000.00	605.00	702.50	0.00	297.50	70
10-4130-320	FINANCE OFFICE- COMMUNICATIONS	1,546.72	1,600.00	50.00	1,355.35	0.00	244.65	85
10-4130-355	REPAIR & MAINTENANCE-VEHICLES	0.00	100.00	0.00	52.80	0.00	47.20	53
10-4130-390	FINANCE OFFICE- DUES & SUBSCRIPTIONS	604.00	1,007.00	0.00	982.80	0.00	24.20	98
10-4130-410	FINANCE OFFICE- LEASE EQUIPMENT	1,146.00	750.00	138.60	702.30	0.00	47.70	94
<b>DEPARTMENT Total</b>		<b>350,571.50</b>	<b>368,799.00</b>	<b>23,533.57</b>	<b>358,753.34</b>	<b>0.00</b>	<b>10,045.66</b>	<b>97</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	173,191.56	0.00	1,909.44	99
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	12,307.28	0.00	1,223.72	91
10-4140-100	TAX ADMIN.- RETIREMENT	24,641.93	31,034.00	2,547.09	29,604.02	0.00	1,429.98	95
10-4140-101	TAX ADMIN.- 401(K) CONTRIB.	3,862.41	5,307.00	372.90	4,201.08	0.00	1,105.92	79
10-4140-130	TAX ADMIN.- UNEMPLOYMENT INS.	0.00	1,260.00	0.00	0.00	0.00	1,260.00	0

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
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	35,192.56	0.00	3,332.44	91
10-4140-260	TAX ADMIN.- OFFICE & DEPTAL SUPPLIES	6,243.60	15,300.00	7,969.24	14,692.79	0.00	607.21	96
10-4140-310	TAX ADMIN.- TRAVEL	76.81	368.00	0.00	29.00	0.00	339.00	8
10-4140-315	TRAINING	1,603.15	4,550.00	0.00	1,037.50	0.00	3,512.50	23
10-4140-320	TAX ADMIN.- COMMUNICATIONS	2,340.91	2,340.00	25.00	1,581.45	0.00	758.55	68
10-4140-325	TAX ADMIN-POSTAGE	10,865.87	11,025.00	132.07	7,357.25	0.00	3,667.75	67
10-4140-341	ADVERTISING	2,651.00	3,500.00	1,351.50	2,136.50	0.00	1,363.50	61
10-4140-355	TAX ADMIN-MAINTENANCE & REPAIR-VEHICLE	1,155.38	1,532.00	0.00	702.59	0.00	829.41	46
10-4140-370	PRINTING	5,415.40	5,650.00	0.00	5,053.96	0.00	596.04	89
10-4140-390	TAX ADMIN.- DUES & SUBSCRIPTIONS	4,777.75	4,850.00	386.00	4,445.75	0.00	404.25	92
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	6,150.00	0.00	6,350.00	49
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	480.00	0.00	0.00	100
<b>DEPARTMENT Total</b>		<b>283,325.66</b>	<b>347,622.00</b>	<b>31,904.04</b>	<b>312,523.61</b>	<b>0.00</b>	<b>35,098.39</b>	<b>90</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	0.00	28,440.00	0.00	1,560.00	95
10-4155-999	PROFESSIONAL SERVICE- HOSPITAL PENSION -	330,192.00	320,000.00	0.00	320,000.00	0.00	0.00	100
<b>DEPARTMENT Total</b>		<b>357,019.00</b>	<b>350,000.00</b>	<b>0.00</b>	<b>348,440.00</b>	<b>0.00</b>	<b>1,560.00</b>	<b>100</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	42,162.00	3,567.50	42,160.98	0.00	1.02	100
10-4170-011	SALARIES & WAGES-BOARD	6,060.00	6,330.00	0.00	6,009.92	0.00	320.08	95
10-4170-030	BOARD OF ELECTIONS- SALARIES- PART-TIME	23,209.32	61,161.00	608.17	60,956.59	0.00	204.41	100
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	9,423.00	313.77	9,127.35	0.00	295.65	97
10-4170-100	BOARD OF ELECTIONS- RETIREMENT EXPENSE	6,596.46	9,962.00	603.62	9,040.56	0.00	921.44	91
10-4170-101	BOARD OF ELECTIONS- 401(K) CONTRIB.	1,249.24	1,719.00	107.03	1,550.82	0.00	168.18	90
10-4170-140	BOARD OF ELECTIONS- WORKMANS COMP	577.00	436.00	0.00	436.00	0.00	0.00	100
10-4170-180	BOARD OF ELECTIONS- GROUP INS. EXPENSE	6,865.94	6,888.00	568.75	6,886.70	0.00	1.30	100
10-4170-260	BOARD OF ELECTIONS- DEPART SUPPLIES	10,023.22	3,342.00	315.34	3,327.37	0.00	14.63	100
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	1,400.00	0.00	1,313.50	0.00	86.50	94
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	850.00	0.00	710.49	0.00	139.51	84



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10-4170-330	POSTAGE	642.51	1,500.00	13.95	1,228.76	0.00	271.24	82
10-4170-350	BOARD OF ELECTIONS- MAINT & REPAIR- EQUI	462.20	578.00	0.00	462.20	0.00	115.80	80
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	30.00	0.00	30.00	0.00	0.00	100
10-4170-550	CAPITAL OUTLAY-EQUIPMENT	0.00	65,684.00	0.00	0.00	0.00	65,684.00	0
10-4170-700	2020 HAVA FUNDS-NC CFDA# 90-404	0.00	34,574.00	315.34	0.00	0.00	34,574.00	0
<b>DEPARTMENT Total</b>		<b>137,344.10</b>	<b>277,180.00</b>	<b>5,782.79</b>	<b>174,381.08</b>	<b>0.00</b>	<b>102,798.92</b>	<b>63</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	77,518.92	0.00	0.08	100
10-4180-030	REGISTER OF DEEDS- S & W- PART-TIME	14,977.50	8,955.00	0.00	8,955.00	0.00	0.00	100
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	474.63	6,473.81	0.00	146.19	98
10-4180-100	REGISTER- OF- DEEDS- RETIREMENT	12,070.84	13,778.00	1,093.01	13,286.64	0.00	491.36	96
10-4180-101	REGISTER OF DEEDS- 401(K) CONTRIB.	2,300.52	2,356.00	193.79	2,325.48	0.00	30.52	99
10-4180-102	REGISTER OF DEEDS- REG DS SUPPLEMENTAL R	750.59	1,000.00	69.81	822.58	0.00	177.42	82
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	13,741.11	0.00	901.89	94
10-4180-260	REGISTER-OF-DEEDS-DEPARTMENTAL SUPPLIES	2,434.75	5,093.00	363.98	4,670.52	0.00	422.48	92
10-4180-270	SERVICE AWARDS	0.00	100.00	0.00	100.00	0.00	0.00	100
10-4180-315	TRAINING	1,248.12	363.00	0.00	363.00	0.00	0.00	100
10-4180-320	REGISTER- OF- DEEDS- COMMUNICATIONS	569.62	600.00	0.00	431.36	0.00	168.64	72
10-4180-330	POSTAGE	62.41	200.00	11.25	63.95	0.00	136.05	32
10-4180-350	REGISTER- OF- DEEDS- MAINT AND REPAIR EQ	1,756.54	500.00	0.00	232.20	0.00	267.80	46
10-4180-390	REGISTER- OF- DEEDS- DUES AND SUBSCRIPTI	635.00	375.00	0.00	375.00	0.00	0.00	100
10-4180-600	REGISTER OF DEEDS- CONTRACTED SERVICES	10,500.00	11,500.00	0.00	11,500.00	0.00	0.00	100
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	755.00	0.00	0.00	0.00	755.00	0
10-4180-612	ROD AUTOMATION FUND - DEPARTMENTAL SUPP	0.00	12,163.00	12,142.39	12,142.39	0.00	20.61	100
<b>DEPARTMENT Total</b>		<b>147,754.11</b>	<b>158,099.00</b>	<b>21,943.56</b>	<b>154,523.74</b>	<b>0.00</b>	<b>3,575.26</b>	<b>98</b>
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	52,313.00	4,383.00	51,954.48	0.00	358.52	99
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	3,544.00	283.47	3,470.38	0.00	73.62	98
10-4210-100	INFO. TECH- RETIREMENT	8,016.55	9,074.00	741.60	9,051.12	0.00	22.88	100

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10-4210-101	INFO. TECH- 401(K) CONTRIB.	1,498.07	1,586.00	131.49	1,558.62	0.00	27.38	98
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	1,200.00	7,300.00	0.00	900.00	89
10-4210-181	INFO. TECH- GROUP INS.	8,883.74	9,343.00	737.20	8,904.80	0.00	438.20	95
10-4210-200	INFO. TECH- DEPARTMENTAL SUPPLIES	2,362.83	798.00	467.80	797.11	0.00	0.89	100
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	58.00	0.00	57.07	0.00	0.93	98
10-4210-315	TRAINING	0.00	100.00	0.00	100.00	0.00	0.00	100
10-4210-320	INFO. TECH- COMMUNICATIONS	2,437.27	2,850.00	237.70	2,829.61	0.00	20.39	99
10-4210-330	POSTAGE	46.80	46.00	0.00	46.00	0.00	0.00	100
10-4210-350	INFO. TECH- MAINT. & REPAIR- EQUIPMENT	19,325.98	44,108.00	13,645.00	44,094.25	0.00	13.75	100
<b>DEPARTMENT Total</b>		<b>107,507.76</b>	<b>133,909.00</b>	<b>21,827.26</b>	<b>132,007.83</b>	<b>0.00</b>	<b>1,901.17</b>	<b>99</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	5,932.80	26,722.65	0.00	32,277.35	45
10-4260-550	BUILDINGS- PUBLIC DEFENDER HOUSING	4,452.00	4,452.00	0.00	4,452.00	0.00	0.00	100
10-4260-554	PROBATION & PAROLE-FORBES	15,858.55	16,600.00	1,200.00	16,083.55	0.00	516.45	97
10-4260-555	SMART START LEASE ASSISTANCE	3,600.00	4,200.00	1,050.00	4,200.00	0.00	0.00	100
<b>DEPARTMENT Total</b>		<b>79,665.83</b>	<b>84,252.00</b>	<b>8,182.80</b>	<b>51,458.20</b>	<b>0.00</b>	<b>32,793.80</b>	<b>61</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	161,238.16	0.00	7,611.84	95
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	11,148.93	0.00	1,919.07	85
10-4265-100	FACILITY SERVICES- RETIREMENT	21,779.63	29,971.00	2,035.17	27,614.56	0.00	2,356.44	92
10-4265-101	FACILITY SERVICES- 401(K) CONTRIB.	3,365.80	5,125.00	262.59	3,149.76	0.00	1,975.24	61
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	39,777.88	0.00	5,920.12	87
10-4265-200	FACILITY SERVICES- DEPT SUPPLIES & MATER	14,992.68	18,000.00	332.07	17,440.93	0.00	559.07	97
10-4265-201	CLERK OF COURT DEPARTMENTAL SUPPLIES	2,728.32	1,200.00	20.59	844.39	0.00	355.61	70
10-4265-202	CLERK OF COURT-MAINT & REPAIR-BUILDING	623.42	3,800.00	0.00	3,569.55	0.00	230.45	94
10-4265-215	FACILITY SERVICES- MAINT AND REPAIR BLDG	62,122.80	59,143.00	14,939.42	51,646.54	0.00	7,496.46	87
10-4265-230	FACILITY SERVICES- DEPT SUPPLIES-SAFETY	2,004.96	2,820.00	0.00	1,631.85	0.00	1,188.15	58
10-4265-250	FACILITY SERVICES-SUPPLIES-VEHICLE	1,631.15	2,873.00	345.89	1,803.50	0.00	1,069.50	63
10-4265-256	FACILITY SERVICES- INSURANCE CLAIMS	6,690.50	20,859.00	2,637.20	20,048.61	0.00	810.39	96
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	7,433.00	602.39	7,106.71	0.00	326.29	96

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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	7,381.19	89,259.15	0.00	15,740.85	85
10-4265-331	UTILITIES-FUEL/GAS	6,819.57	11,525.00	1,619.28	10,316.85	0.00	1,208.15	90
10-4265-332	UTILITIES-WATER	30,620.97	30,000.00	2,240.35	18,009.10	0.00	11,990.90	60
10-4265-355	MAINT & REPAIR-VEHICLES	438.10	1,174.00	0.00	579.98	0.00	594.02	49
10-4265-440	CONTRACTED SERVICES-MOWING	26,049.00	28,440.00	2,912.00	19,599.00	0.00	8,841.00	69
10-4265-540	FACILITIES- CAPITAL OUTLAY - EQUIPMENT	69,304.92	53,200.00	9,121.80	9,121.80	0.00	44,078.20	17
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	1,872.00	0.00	1,706.22	0.00	165.78	91
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	10,090.00	0.00	0.00	100
10-4265-604	CONTRACTED SERVICES-REPUBLIC	8,361.26	10,785.00	780.36	8,051.96	0.00	2,733.04	75
10-4265-605	CONTRACTED SERVICES-FIRE EXT	2,348.00	4,550.00	318.50	2,859.75	0.00	1,690.25	63
10-4265-606	CONTRACTED SERVICES-HOUSE KEEPING	6,060.00	6,420.00	480.00	5,670.00	0.00	750.00	88
<b>DEPARTMENT Total</b>		<b>602,222.96</b>	<b>661,234.00</b>	<b>61,866.54</b>	<b>539,192.62</b>	<b>0.00</b>	<b>122,041.38</b>	<b>82</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	59,102.53	702,358.56	0.00	64,989.44	92
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	4,264.29	50,881.88	0.00	8,815.12	85
10-4310-100	SHERIFF- RETIREMENT	110,516.71	137,739.00	10,158.32	120,541.28	0.00	17,197.72	88
10-4310-101	SHERIFF- 401K CONTRIB.	32,472.19	37,345.00	2,647.40	30,487.35	0.00	6,857.65	82
10-4310-102	SHERIFF-SUPPLEMENTAL PENSION FUND	574.57	1,800.00	0.00	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	4,250.00	460.50	3,931.00	0.00	319.00	92
10-4310-181	SHERIFF- GROUP INS.	107,408.12	150,325.00	9,830.81	113,565.36	0.00	36,759.64	76
10-4310-210	SHERIFF- UNIFORMS	7,625.51	9,000.00	693.53	8,530.41	0.00	469.59	95
10-4310-250	SHERIFF- SUPPLIES-VEHCILE	57,701.70	54,000.00	4,626.27	45,946.17	0.00	8,053.83	85
10-4310-260	SHERIFF- DEPARTMENTAL SUPPLIES	23,672.66	37,500.00	356.50	13,155.00	0.00	24,345.00	35
10-4310-270	SERVICE AWARDS	50.00	100.00	0.00	100.00	0.00	0.00	100
10-4310-310	SHERIFF- TRAVEL	1,950.40	1,700.00	0.00	1,683.28	0.00	16.72	99
10-4310-315	TRAINING	818.76	1,200.00	550.00	1,055.00	0.00	145.00	88
10-4310-320	SHERIFF- COMMUNICATIONS	10,808.90	13,400.00	861.87	12,138.84	0.00	1,261.16	91
10-4310-330	POSTAGE	1,107.19	1,500.00	154.50	1,452.09	0.00	47.91	97
10-4310-350	SHERIFF- MAINT. & REPAIR EQUIPMENT	4,997.99	1,000.00	0.00	848.38	0.00	151.62	85
10-4310-355	SHERIFF- MAINT.- VEHICLE	27,265.45	35,500.00	2,107.01	34,587.47	0.00	912.53	97
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



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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4313-010	SRO- CRESWELL-S & W- REGULAR	15,724.57	33,460.00	2,995.46	18,633.94	0.00	14,826.06	56
10-4313-090	SRO- CRESWELL- FICA TAX EXPENSE	1,118.85	2,560.00	225.33	1,402.57	0.00	1,157.43	55
10-4313-100	SRO- CRESWELL- RETIREMENT	1,580.84	6,082.00	524.80	3,016.66	0.00	3,065.34	50
10-4313-101	SRO- CRESWELL- 401K CONTRIB.	487.97	1,673.00	149.77	860.92	0.00	812.08	51
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	3,411.06	0.00	3,893.94	47
10-4313-210	SRO- CRESWELL- UNIFORMS	0.00	500.00	135.54	463.60	0.00	36.40	93
10-4313-250	MAINTENANCE & REPAIR-VEHICLE	868.64	2,250.00	74.80	398.86	0.00	1,851.14	18
10-4313-260	SRO- CRESWELL- DEPARTMENTAL SUPPLIES	0.00	200.00	0.00	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>4,674.21</b>	<b>30,566.13</b>	<b>0.00</b>	<b>27,203.87</b>	<b>53</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	34,460.00	2,858.00	33,877.98	0.00	582.02	98
10-4314-090	SRO - PLYMOUTH HIGH- FICA TAX	2,455.42	2,560.00	212.14	2,513.70	0.00	46.30	98
10-4314-100	SRO - PLYMOUTH HIGH- RETIREMENT MATCH	5,203.84	6,082.00	500.72	5,935.44	0.00	146.56	98
10-4314-101	SRO - PLYMOUTH HIGH- 401K CONTRIBUTIONS	1,603.33	1,773.00	142.90	1,693.92	0.00	79.08	96
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	6,883.84	0.00	421.16	94
10-4314-210	SRO - PLYMOUTH HIGH- UNIFORMS	406.29	500.00	272.90	326.04	0.00	173.96	65
10-4314-250	MAINT & REPAIR - VEHICLE	1,973.10	2,750.00	282.96	2,486.40	0.00	263.60	90
10-4314-260	DEPARTMENTAL SUPPLIES	0.00	200.00	0.00	140.52	0.00	59.48	70
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>58,870.00</b>	<b>4,838.13</b>	<b>56,095.84</b>	<b>0.00</b>	<b>2,774.16</b>	<b>95</b>
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

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
<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	299,835.00	24,658.91	298,765.66	0.00	1,069.34	100
10-4320-030	SALARIES & WAGE - OVERTIME	53,820.61	92,500.00	5,440.11	86,626.36	0.00	5,873.64	94
10-4320-031	DETENTION CENTER - S&W PARTTIME	31,801.64	38,056.00	2,578.09	37,667.20	0.00	388.80	99
10-4320-040	SALARIES & WAGES - LONGEVITY	1,584.85	1,948.00	0.00	1,707.26	0.00	240.74	88
10-4320-090	DETENTION CENTER- FICA TAX EXPENSE	28,930.70	35,029.00	2,414.13	31,357.12	0.00	3,671.88	90
10-4320-100	DETENTION CENTER- RETIREMENT	55,468.72	70,607.00	5,092.76	65,353.31	0.00	5,253.69	93
10-4320-101	DETENTION CENTER- 401(K) CONTRIB.	6,908.13	7,915.00	621.70	6,814.08	0.00	1,100.92	86
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	29,758.00	0.00	29,758.00	0.00	0.00	100
10-4320-181	DETENTION CENTER- GROUP INS.	72,902.92	87,961.00	5,667.51	72,312.91	0.00	15,648.09	82
10-4320-185	TRAVEL	34.00	500.00	0.00	269.21	0.00	230.79	54
10-4320-190	DETENTION CENTER- TRAINING	2,272.86	4,746.00	0.00	2,212.20	0.00	2,533.80	47
10-4320-200	DETENTION CENTER- DEPARTMENTAL SUPPLIES	8,283.29	12,000.00	333.99	10,251.03	0.00	1,748.97	85
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	0.00	123,595.67	0.00	11,404.33	92
10-4320-247	DETENTION CENTER- FOOD & PROVISIONS	83,635.70	95,000.00	4,285.40	54,085.40	0.00	40,914.60	57
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	1,143.70	0.00	2,856.30	29
10-4320-299	DETENTION CENTER- LAUNDRY & DRY CLEANING	6,127.00	6,254.00	732.00	6,254.00	0.00	0.00	100
10-4320-320	DETENTION CENTER- COMMUNICATIONS	677.90	685.00	25.00	635.85	0.00	49.15	93
10-4320-330	POSTAGE	103.50	200.00	6.64	82.67	0.00	117.33	41
10-4320-350	DETENTION CENTER- MAINT & REPAIR- EQUIP	20,198.86	20,000.00	0.00	7,529.17	0.00	12,470.83	38
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	4,278.39	44,230.56	0.00	5,769.44	88
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	3,742.00	0.00	0.00	100
10-4320-603	MAINTENANCE AGREEMENTS-TOP GUARD	99.00	100.00	0.00	99.00	0.00	1.00	99
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>56,134.63</b>	<b>892,944.21</b>	<b>0.00</b>	<b>142,637.79</b>	<b>86</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	54,277.00	4,522.67	54,272.04	0.00	4.96	100
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	4,147.00	283.59	3,403.08	0.00	743.92	82
10-4330-100	EMERGENCY MGMT - RETIREMENT	9,682.72	9,523.00	765.24	9,182.88	0.00	340.12	96
10-4330-101	EMERGENCY MGMT - 401(K) CONTRIB.	1,808.03	1,629.00	135.68	1,628.16	0.00	0.84	100

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
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	6,925.64	0.00	447.36	94
10-4330-250	MAINTENANCE & REPAIR - VEHICLE	349.12	750.00	180.90	464.21	0.00	285.79	62
10-4330-260	EMERGENCY MGMT - DEPARTMENTAL SUPPLIES	1,864.32	3,401.00	178.00	3,258.13	0.00	142.87	96
10-4330-310	EMERGENCY MGMT - TRAVEL	770.65	1,500.00	277.02	1,390.63	0.00	109.37	93
10-4330-315	TRAINING	941.61	1,231.00	0.00	89.80	0.00	1,141.20	7
10-4330-320	EMERGENCY MGMT - COMMUNICATIONS	1,648.35	2,200.00	34.08	1,516.59	0.00	683.41	69
10-4330-330	POSTAGE	52.48	200.00	1.02	43.10	0.00	156.90	22
10-4330-350	EMERGENCY MGMT - MAINT. & REPAIR- EQUI	2,235.34	3,500.00	0.00	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	47,769.00	5,404.07	46,897.32	0.00	871.68	98
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
10-4330-703	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>12,354.54</b>	<b>139,267.49</b>	<b>0.00</b>	<b>12,201.51</b>	<b>92</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
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	121,080.00	0.00	0.00	100
10-4340-992	ROPER VFD-OPERATIONAL	76,462.00	77,069.00	6,422.38	77,069.00	0.00	0.00	100
10-4340-993	CRESWELL VFD-OPERATIONAL	49,201.00	49,808.00	4,150.63	49,808.00	0.00	0.00	100





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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4915-010	GEOGRAPHIC INFO SYST-S & W- REGULAR	37,410.58	39,265.00	3,272.08	39,264.96	0.00	0.04	100
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	2,975.55	0.00	58.45	98
10-4915-100	GEOGRAPHIC INFO SYST- RETIREMENT EXPENSE	5,932.65	6,959.00	553.64	6,718.58	0.00	240.42	97
10-4915-101	GEOGRAPHIC INFO SYST- 401(K) CONTRIB.	1,132.70	1,190.00	98.16	1,179.42	0.00	10.58	99
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	6,895.04	0.00	428.96	94
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	0.00	60.00	0.00	1,940.00	3
10-4915-260	DEPARTMENTAL SUPPLIES	2,936.73	2,100.00	1.20	1,565.41	0.00	534.59	75
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	25.00	514.98	0.00	85.02	86
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	2,350.00	0.00	0.00	100
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>4,764.67</b>	<b>68,182.59</b>	<b>0.00</b>	<b>3,848.41</b>	<b>95</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	16,612.13	199,346.00	0.00	0.00	100
10-5110-993	2ND DIST DRUG COURT COORDINATOR POSITION	0.00	90,000.00	6,339.58	71,419.77	0.00	18,580.23	79
<b>DEPARTMENT Total</b>		<b>204,346.00</b>	<b>294,346.00</b>	<b>22,951.71</b>	<b>275,765.77</b>	<b>0.00</b>	<b>18,580.23</b>	<b>94</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	7,418.25	75,053.46	0.00	8,434.54	90
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	548.06	5,556.35	0.00	923.65	86
10-5150-100	SENIOR CITIZENS CENT- RETIREMENT	11,587.84	14,862.00	1,255.16	12,676.17	0.00	2,185.83	85
10-5150-101	SENIOR CITIZENS CENT- 401(K) CONTRIB.	2,201.10	2,542.00	222.55	2,218.02	0.00	323.98	87
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	1,698.26	16,922.85	0.00	4,934.15	77
10-5150-247	APPROPRIATION-ALBEMARLE NUTRITION	47,807.00	47,807.00	0.00	47,807.00	0.00	0.00	100
10-5150-257	DEPARTMENT SUPPLIES-CRAFTS/CERAMICS	2,651.41	1,500.00	695.15	1,407.23	0.00	92.77	94
10-5150-260	DEPARTMENTAL SUPPLIES	5,874.01	2,100.00	215.63	1,861.50	0.00	238.50	89
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	47.99	196.27	0.00	103.73	65

Washington County  
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-5150-310	SENIOR CITIZENS CTR- TRAVEL	896.50	2,000.00	218.85	1,193.27	0.00	806.73	60
10-5150-315	TRAINING	1,497.78	3,000.00	0.00	834.95	0.00	2,165.05	28
10-5150-320	SENIOR CITIZENS CENT- COMMUNICATIONS	900.21	1,000.00	25.00	757.55	0.00	242.45	76
10-5150-330	UTILITIES-GAS	5,190.46	8,000.00	0.00	7,732.40	0.00	267.60	97
10-5150-350	SENIOR CENTER- MAINT & REPAIR- BUILDING	0.00	1,000.00	0.00	125.40	0.00	874.60	13
10-5150-351	SENIOR CENTER- MAINT & REPAIR - EQUIP	496.19	1,000.00	0.00	778.04	0.00	221.96	78
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 - SCHEDULING SYSTEM	900.00	900.00	900.00	900.00	0.00	0.00	100
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	682.00	682.00	0.00	0.00	100
<b>DEPARTMENT Total</b>		<b>198,940.53</b>	<b>214,585.00</b>	<b>13,495.64</b>	<b>180,968.17</b>	<b>0.00</b>	<b>33,616.83</b>	<b>84</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	9,963.00	0.00	1.00	100
10-5155-090	VETERAN SERVICE OFFC- FICA TAX EXPENSE	785.16	800.00	65.43	785.16	0.00	14.84	98
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	550.00	0.00	50.00	0.00	500.00	9
10-5155-320	VETERAN SERVICE OFFC- COMMUNICATIONS	564.55	1,200.00	25.00	524.95	0.00	675.05	44
<b>DEPARTMENT Total</b>		<b>11,520.27</b>	<b>13,180.00</b>	<b>920.68</b>	<b>11,382.11</b>	<b>0.00</b>	<b>1,797.89</b>	<b>86</b>
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	250.00	1,275.00	0.00	225.00	85
10-5310-011	SS ADMIN.- S & W- REGULAR	1,772,792.35	2,013,438.00	169,580.44	1,923,459.90	0.00	89,978.10	96
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	3,000.00	0.00	2,460.19	0.00	539.81	82
10-5310-030	LEGAL - IV-D	14,893.78	25,000.00	4,214.53	17,579.03	0.00	7,420.97	70
10-5310-090	SS ADMIN.- FICA TAX	129,830.60	150,613.00	12,349.21	140,712.12	0.00	9,900.88	93
10-5310-100	SS ADMIN.- RETIREMENT	277,721.45	345,172.00	28,207.12	327,781.11	0.00	17,390.89	95
10-5310-101	SS ADMIN.- 401(K) CONTRIB.	45,827.32	58,854.00	4,204.72	47,272.09	0.00	11,581.91	80
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	43,482.00	0.00	31,920.00	0.00	11,562.00	73

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-5310-180	LEGAL-PROTECTIVE SERVICES	23,296.71	46,500.00	1,904.20	32,078.15	0.00	14,421.85	69
10-5310-181	SS ADMIN.- GROUP INS.	359,676.52	429,236.00	31,085.68	371,155.43	0.00	58,080.57	86
10-5310-250	MAINT & REPAIR - VEHICLE	5,327.59	7,000.00	100.00	4,940.88	0.00	2,059.12	71
10-5310-257	SS ADMIN.- COUNTY GENERAL ASSISTANCE	9,573.66	10,000.00	666.50	6,991.49	0.00	3,008.51	70
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	0.00	66.00	0.00	234.00	22
10-5310-260	DEPARTMENTAL SUPPLIES	37,900.52	56,000.00	866.13	51,501.70	0.00	4,498.30	92
10-5310-268	FOOD STAMPS DIRECT CHARGE	3,474.72	4,000.00	0.00	3,596.12	0.00	403.88	90
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	133.94	2,337.49	0.00	4,162.51	36
10-5310-311	SS ADMIN - VEHICLE FUEL	3,734.44	4,847.00	249.82	2,404.32	0.00	2,442.68	50
10-5310-315	TRAINING	15,780.08	5,540.00	489.78	1,587.52	0.00	3,952.48	29
10-5310-320	SS ADMIN.- COMMUNICATIONS	19,130.33	22,000.00	1,705.77	19,256.10	0.00	2,743.90	88
10-5310-330	UTILITITES	21,387.85	27,000.00	1,463.43	21,260.78	0.00	5,739.22	79
10-5310-340	SS ADMIN.- POSTAGE	9,970.37	12,000.00	45.90	10,990.47	0.00	1,009.53	92
10-5310-350	SS ADMIN.- MAINT AND REPAIR- BLDG.	45,003.39	35,000.00	66.50	25,253.40	0.00	9,746.60	72
10-5310-351	SS ADMIN.- REPAIR AND MAINT- EQUIP.	6,811.81	23,460.00	7,371.95	21,957.60	0.00	1,502.40	94
10-5310-370	SS ADMIN.- ADVERTISING	1,192.95	1,250.00	54.00	563.91	0.00	686.09	45
10-5310-390	SS ADMIN.- DUES AND SUBSCRIPTION	1,198.90	1,500.00	249.90	1,296.72	0.00	203.28	86
10-5310-410	LEASE-EQUIPMENT	13,550.97	14,500.00	177.18	4,840.37	0.00	9,659.63	33
10-5310-550	SOCIAL SERVICES- CAPITAL OUTLAY- EQUIPMEN	47,171.47	18,000.00	0.00	16,534.00	0.00	1,466.00	92
10-5310-600	SOCIAL SERVICES- CONTRACTED SERVICES	114,581.13	105,826.00	6,524.55	86,438.19	0.00	19,387.81	82
10-5310-601	MAINT AGREEMENTS-NC CORRELS	1,217.00	1,870.00	0.00	1,217.00	0.00	653.00	65
10-5310-602	MAINT AGREEMENTS-INFO INC.	3,987.03	4,245.00	0.00	4,243.56	0.00	1.44	100
10-5310-610	SS ADMIN.- VENDOR FEES	1,744.00	8,000.00	100.00	7,004.00	0.00	996.00	88
10-5310-611	SS FAMILY REUNIFICATION (PSYCH EVALS)	2,705.00	10,000.00	0.00	4,012.50	0.00	5,987.50	40
<b>DEPARTMENT Total</b>		<b>3,058,547.71</b>	<b>3,528,672.00</b>	<b>272,061.25</b>	<b>3,210,415.27</b>	<b>0.00</b>	<b>318,256.73</b>	<b>91</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	4,808.88	47,661.63	0.00	27,338.37	64
10-5380-030	SS ECONOMIC SUPPORT- CRISIS INTERVENTION	86,351.95	96,581.00	94.10	42,089.61	0.00	54,491.39	44
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	9,000.00	0.00	1,034.05	0.00	7,965.95	11
10-5380-370	TANF-EMERGENCY ASSISTANCE	7,678.13	25,000.00	3,600.00	10,470.14	0.00	14,529.86	42
10-5380-375	DSS COMMUNITY DONATIONS-MEDICAL SUPPORT	324.38	1,466.00	0.00	488.56	0.00	977.44	33
10-5380-376	TITLE IV-FOSTER CARE	21,499.87	122,500.00	4,927.21	100,747.90	0.00	21,752.10	82
10-5380-377	STATE FOSTER HOME CARE	29,831.46	54,846.00	4,472.00	35,434.26	0.00	19,411.74	65
10-5380-379	SS ECONOMIC SUPPORT- SPECIAL ASSISTANCE	95,443.00	127,500.00	5,683.00	78,525.50	0.00	48,974.50	62
10-5380-381	TITLE IV-E ADOPTION	27,628.07	36,430.00	976.28	17,407.66	0.00	19,022.34	48

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-5380-383	SPECIAL LINKS (100%)	636.67	500.00	0.00	500.00	0.00	0.00	100
10-5380-384	CHILD CARE (MOE-PART OF &65K MIN)	4,375.26	33,400.00	417.76	2,233.79	0.00	31,166.21	7
10-5380-403	SS ECONOMIC SUPPORT- BLIND COMMISSION	1,856.30	2,000.00	0.00	1,869.51	0.00	130.49	93
10-5380-406	LIEAP PAYMENTS	93,138.18	209,723.00	0.00	194,151.13	0.00	15,571.87	93
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	15,000.00	365.69	365.69	0.00	14,634.31	2
10-5380-409	SS ECON SUPPORT - STATE PROGRAM RETURNS	0.00	10,000.00	0.00	5,506.00	0.00	4,494.00	55
<b>DEPARTMENT Total</b>		<b>442,493.61</b>	<b>898,013.00</b>	<b>25,344.92</b>	<b>538,485.43</b>	<b>0.00</b>	<b>359,527.57</b>	<b>60</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	523.74	0.00	2,976.26	15
10-5400-201	DOT GRANT - PRINTER (85% REIMB)	0.00	270.00	0.00	269.89	0.00	0.11	100
10-5400-202	DOT GRANT-CLEANING/OTHER SUPPLIES (85%)	610.05	4,000.00	91.00	2,614.49	0.00	1,385.51	65
10-5400-250	MAINT & REPAIR-VEHICLE	45,395.85	69,750.00	11,850.26	50,967.69	0.00	18,782.31	73
10-5400-260	- TRANSIT ADVERTISING	4,863.93	4,280.00	675.00	3,948.49	0.00	331.51	92
10-5400-310	SS TRANSPORTATION- WF TRANSPORTATION	1,849.60	17,000.00	0.00	400.00	0.00	16,600.00	2
10-5400-315	DOT GRANT - TRAVEL/TRAINING (85% REIMB)	754.55	5,250.00	166.50	1,482.13	0.00	3,767.87	28
10-5400-320	SS TRANSPORTATION- COMMUNICATIONS	3,710.57	4,500.00	252.55	3,168.00	0.00	1,332.00	70
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	5,262.37	37,176.74	0.00	2,823.26	93
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	165,250.00	0.00	164,851.54	0.00	398.46	100
10-5400-600	SS TRANSPORTATION- WORK FIRST DOT	2,365.40	5,713.00	596.00	1,453.70	0.00	4,259.30	25
10-5400-601	MAINT AGREEMENTS-CTS SOFTWARE	6,000.00	6,000.00	1,000.00	6,000.00	0.00	0.00	100
10-5400-610	SENIOR CENTER TRANSPORTATION	1,012.50	6,000.00	0.00	0.00	0.00	6,000.00	0
<b>DEPARTMENT Total</b>		<b>232,039.08</b>	<b>338,513.00</b>	<b>19,893.68</b>	<b>273,256.41</b>	<b>0.00</b>	<b>65,256.59</b>	<b>81</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	5,804.73	18,441.38	0.00	1,558.62	92
10-5830-250	JCPC - CBA	3,858.00	7,391.00	0.00	524.00	0.00	6,867.00	7
10-5830-299	JCPC - ROANOKE AREA YOUTH	66,891.62	69,704.00	10,655.09	54,709.59	0.00	14,994.41	78
<b>DEPARTMENT Total</b>		<b>93,913.47</b>	<b>97,095.00</b>	<b>16,459.82</b>	<b>73,674.97</b>	<b>0.00</b>	<b>23,420.03</b>	<b>76</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	144,583.37	1,735,000.00	0.00	0.00	100
10-5910-994	WASHINGTON COUNTY SCHOOLS FUEL FARM	0.00	12,000.00	0.00	0.00	0.00	12,000.00	0

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
<b>DEPARTMENT Total</b>		<b>1,805,006.00</b>	<b>1,747,000.00</b>	<b>144,583.37</b>	<b>1,735,000.00</b>	<b>0.00</b>	<b>12,000.00</b>	<b>99</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	182,970.00	12,063.08	161,907.10	0.00	21,062.90	88
10-5911-030	SALARIES & WAGES-OVERTIME	41,307.17	46,500.00	4,002.99	37,303.01	0.00	9,196.99	80
10-5911-031	SALARIES & WAGES-PARTTIME	63,011.94	72,000.00	6,226.64	70,876.29	0.00	1,123.71	98
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	1,674.38	20,393.74	0.00	4,282.26	83
10-5911-100	COMMUNICATIONS- RETIREMENT	37,852.90	48,435.00	3,016.86	32,788.06	0.00	15,646.94	68
10-5911-130	COMMUNICATIONS- 401(K) CONTRIB.	5,482.83	8,282.00	260.97	4,524.52	0.00	3,757.48	55
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	2,318.97	32,447.98	0.00	25,860.02	56
10-5911-210	UNIFORMS	0.00	160.00	0.00	0.00	0.00	160.00	0
10-5911-260	DEPARTMENTAL SUPPLIES	1,285.26	5,700.00	344.28	2,897.42	0.00	2,802.58	51
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	721.52	0.00	778.48	48
10-5911-320	COMMUNICATIONS	2,188.26	2,500.00	142.63	2,138.78	0.00	361.22	86
10-5911-330	POSTAGE	24.94	50.00	0.51	37.38	0.00	12.62	75
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	0.00	530.00	0.00	2,110.00	20
10-5911-540	CAPITAL OUTLAY EQUIPMENT-PRIMARY PSAP	0.00	157,502.00	25,064.98	25,064.98	0.00	132,437.02	16
10-5911-600	CONSULTATION SERVICES - MARTIN COUNTY	0.00	20,000.00	0.00	4,345.00	0.00	15,655.00	22
<b>DEPARTMENT Total</b>		<b>416,679.44</b>	<b>640,931.00</b>	<b>55,116.29</b>	<b>402,487.56</b>	<b>0.00</b>	<b>238,443.44</b>	<b>63</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	0.00	87,406.85	0.00	0.15	100
<b>DEPARTMENT Total</b>		<b>179,875.00</b>	<b>87,407.00</b>	<b>0.00</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	27,000.00	0.00	0.00	100
10-5940-992	TRILLIUM-ABC BOTTLE TAX	3,000.00	3,000.00	750.00	3,000.00	0.00	0.00	100
<b>DEPARTMENT Total</b>		<b>30,000.00</b>	<b>30,000.00</b>	<b>7,500.00</b>	<b>30,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100</b>

Washington County  
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
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	800.00	6,300.00	0.00	1,700.00	79
<b>DEPARTMENT Total</b>		<b>15,450.00</b>	<b>8,000.00</b>	<b>800.00</b>	<b>6,300.00</b>	<b>0.00</b>	<b>1,700.00</b>	<b>79</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	7,240.64	79,646.83	0.00	7,242.17	92
10-6050-090	COOPERATIVE EXT SERV- FICA TAX EXPENSE	6,474.56	6,648.00	526.66	5,860.85	0.00	787.15	88
10-6050-100	COOPERATIVE EXT SERV- RETIREMENT	17,131.43	19,119.00	1,569.79	17,267.53	0.00	1,851.47	90
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	10,890.12	0.00	2,309.88	82
10-6050-260	DEPARTMENTAL SUPPLIES	1,845.05	1,555.00	0.00	1,529.20	0.00	25.80	98
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	0.00	842.42	0.00	707.58	54
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	1,510.00	0.00	1,509.99	0.00	0.01	100
10-6050-390	DUES & SUBSCRIPTIONS	467.76	585.00	0.00	525.00	0.00	60.00	90
10-6050-410	LEASE-EQUIPMENT	3,601.99	3,100.00	0.00	2,503.82	0.00	596.18	81
10-6050-997	WASH CO PESTICIDE CONTAINER RECYC GRANT	0.00	4,842.00	0.00	4,509.30	0.00	332.70	93
10-6050-998	MIPPA GRANT-MEDICAID IMPROVEMENT FOR PAT	0.00	3,157.00	90.30	3,144.55	0.00	12.45	100
10-6050-999	GRANT - SHIIP	3,595.00	4,560.00	83.34	4,554.37	0.00	5.63	100
<b>DEPARTMENT Total</b>		<b>133,202.42</b>	<b>147,678.00</b>	<b>10,491.84</b>	<b>132,783.98</b>	<b>0.00</b>	<b>14,894.02</b>	<b>90</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	33,660.00	2,805.00	33,559.98	0.00	100.02	100
10-6060-090	SOIL & WATER- FICA TAX	2,559.96	2,660.00	214.58	2,567.34	0.00	92.66	97
10-6060-100	SOIL & WATER- RETIREMENT	5,215.78	5,871.00	474.61	5,678.40	0.00	192.60	97
10-6060-101	SOIL AND WATER- 401(K) CONTRIB.	1,003.89	1,054.00	84.15	1,006.80	0.00	47.20	96
10-6060-140	SOIL & WATER- WORKMAN'S COMP	1,377.00	1,348.00	0.00	1,301.00	0.00	47.00	97
10-6060-180	SOIL & WATER CONSERV- GROUP INS.	6,863.30	7,305.00	568.51	6,883.84	0.00	421.16	94
10-6060-200	SOIL & WATER- DEPTAL SUPPLIES	1,539.75	1,700.00	0.00	723.21	0.00	976.79	43
10-6060-310	SOIL & WATER- TRAVEL	675.92	200.00	0.00	79.73	0.00	120.27	40
10-6060-315	TRAINING	573.51	1,600.00	0.00	617.65	0.00	982.35	39
10-6060-320	SOIL & WATER- COMMUNICATIONS	1,856.35	2,150.00	159.65	1,883.64	0.00	266.36	88
10-6060-330	SOIL & WATER - POSTAGE	10.44	450.00	2.46	179.19	0.00	270.81	40
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	99.00	645.00	0.00	155.00	81

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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>56,032.86</b>	<b>59,898.00</b>	<b>4,407.96</b>	<b>55,189.76</b>	<b>0.00</b>	<b>4,708.24</b>	<b>92</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	16,336.62	196,039.00	0.00	0.00	100
<b>DEPARTMENT Total</b>		<b>186,423.00</b>	<b>196,039.00</b>	<b>16,336.62</b>	<b>196,039.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100</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	42,775.00	3,588.33	42,167.46	0.00	607.54	99
10-6120-030	SALARIES & WAGES-PARTTIME	9,330.62	7,000.00	797.50	3,563.50	0.00	3,436.50	51
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	318.11	3,368.23	0.00	439.77	88
10-6120-100	RECREATION- RETIREMENT	6,593.51	7,423.00	607.15	7,309.37	0.00	113.63	98
10-6120-101	RECREATION- 401(K) CONTRIB.	1,238.28	1,270.00	107.65	1,265.04	0.00	4.96	100
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	6,865.02	0.00	464.98	94
10-6120-200	SUPPLIES & MATERIALS	4,992.94	4,000.00	362.49	3,876.57	0.00	123.43	97
10-6120-250	SUPPLIES - VEHICLES	2,235.95	2,450.00	408.65	1,680.05	0.00	769.95	69
10-6120-260	OFFICE SUPPLIES	2,568.86	1,500.00	0.00	973.57	0.00	526.43	65
10-6120-270	SPORTS EQUIPMENT	7,967.27	300.00	0.00	0.00	0.00	300.00	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	3,200.00	212.40	2,600.42	0.00	599.58	81
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	602.34	11,677.25	0.00	3,322.75	78
10-6120-350	MAINT & REPAIR - BUILDINGS	7,578.94	23,750.00	2,162.10	23,502.11	0.00	247.89	99
10-6120-355	MAINT & REPAIR - VEHICLE	2,511.96	2,000.00	39.00	1,750.07	0.00	249.93	88
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	500.00	0.00	500.00	50
10-6120-550	CAPITAL OUTLAY - EQUIPMENT	0.00	25,252.00	0.00	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	2,000.00	480.00	480.00	0.00	1,520.00	24
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	481.00	0.00	819.00	37
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

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>140,520.65</b>	<b>194,376.00</b>	<b>10,252.65</b>	<b>154,235.30</b>	<b>0.00</b>	<b>40,140.70</b>	<b>79</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	3,308.76	0.00	1,691.24	66
<b>DEPARTMENT Total</b>		<b>23,449.07</b>	<b>5,000.00</b>	<b>395.92</b>	<b>3,308.76</b>	<b>0.00</b>	<b>1,691.24</b>	<b>66</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	47,533.50	0.00	0.00	0.00	47,533.50	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	5,197.60	0.00	1,202.40	81
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	54.00	11,742.77	0.00	1,168.23	91
<b>DEPARTMENT Total</b>		<b>166,574.81</b>	<b>241,672.50</b>	<b>703.70</b>	<b>187,988.37</b>	<b>0.00</b>	<b>53,684.13</b>	<b>78</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	0.00	2,093.43	0.00	111.57	95
<b>DEPARTMENT Total</b>		<b>4,353.11</b>	<b>2,205.00</b>	<b>0.00</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	35,000.00	0.00	35,000.00	0.00	0.00	100
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
10-9800-069	TRANSFER TO E911	0.00	1,931.00	1,931.00	1,931.00	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>508,864.50</b>	<b>1,931.00</b>	<b>508,864.50</b>	<b>0.00</b>	<b>0.00</b>	<b>100</b>
10-9990-000	CONTINGENCY	0.00	4,303.00	0.00	0.00	0.00	4,303.00	0



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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>		0.00	4,303.00	0.00	0.00	0.00	4,303.00	0
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>		124,870.52	0.00	0.00	0.00	0.00	0.00	0
<b>GENERAL FUND Expend Total</b>		14,129,713.45	15,940,360.00	1,096,922.66	13,791,353.36	0.00	2,149,006.64	87

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
10	GENERAL FUND	14,776,473.33	679,607.51	14,363,622.30	14,129,713.45	1,096,922.66	13,791,353.36	572,268.94

Washington County  
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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	28,221.13	218,615.49	0.00	46,384.51-	82
21-3230-321	SALES TAX-ARTICLE 42 (60%)/\$400,000	297,239.59	281,000.00	32,524.60	248,936.48	0.00	32,063.52-	89
<b>CAPITAL OUTLAY-WASHINGTON Revenue Total</b>		<b>561,138.63</b>	<b>546,000.00</b>	<b>60,745.73</b>	<b>467,551.97</b>	<b>0.00</b>	<b>78,448.03-</b>	<b>86</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	33,333.37	400,000.00	0.00	0.00	100
<b>DEPARTMENT Total</b>		<b>400,000.00</b>	<b>400,000.00</b>	<b>33,333.37</b>	<b>400,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100</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>33,333.37</b>	<b>400,000.00</b>	<b>0.00</b>	<b>146,000.00</b>	<b>73</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	60,745.73	467,551.97	400,000.00	33,333.37	400,000.00	67,551.97

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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	281.87	84,546.72	0.00	8,770.28-	91
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	0.97	76.10	0.00	23.90-	76
30-3920-040	WATERSHED 1972 REF TAX-CURR YR INTEREST	2,012.15	1,000.00	279.97	911.73	0.00	88.27-	91
30-3921-010	WATERSHED 1972 REF TAX-1ST PRIOR YR	2,643.41	2,500.00	43.96	2,350.57	0.00	149.43-	94
30-3921-020	WATERSHED 1972 REF TAX-OTHER PRIOR YEARS	1,130.71	1,000.00	39.25	980.24	0.00	19.76-	98
30-3921-030	WATERSHED 1972 REF TAX-PRIOR YR PENALTIE	11.45	10.00	0.23	9.70	0.00	0.30-	97
30-3921-040	WATERSHED 1972 TAX REF-PRIOR YR INTEREST	3,256.26	2,500.00	161.41	3,952.10	0.00	1,452.10	158
30-3951-000	STREAM DEBRIS REMOVAL ALLOC FROM STATE	49,221.51	146,454.00	0.00	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>807.66</b>	<b>212,105.97</b>	<b>0.00</b>	<b>159,947.03-</b>	<b>57</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	6,422.00	8,272.00	0.00	6,728.00	55
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>6,422.00</b>	<b>8,272.00</b>	<b>0.00</b>	<b>23,054.00</b>	<b>26</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	330.00	24,960.00	0.00	40.00	100
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	AQUATIC WEED SPRAYING	29,999.50	30,000.00	3,135.00	22,800.00	0.00	7,200.00	76
30-8000-611	MAUL 7 KENDRICKS CREEKS PROJECT	0.00	11,000.00	2,130.00	2,130.00	0.00	8,870.00	19
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>5,595.00</b>	<b>192,808.24</b>	<b>0.00</b>	<b>147,918.76</b>	<b>57</b>
<b>DRAINAGE Expend Total</b>		<b>106,741.01</b>	<b>372,053.00</b>	<b>12,017.00</b>	<b>201,080.24</b>	<b>0.00</b>	<b>170,972.76</b>	<b>54</b>

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
30	DRAINAGE	142,395.06	807.66	212,105.97	106,741.01	12,017.00	201,080.24	11,025.73



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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>318,819.39</b>	<b>152,547.00</b>	<b>4,716.95</b>	<b>122,566.13</b>	<b>0.00</b>	<b>29,980.87</b>	<b>80</b>
33-7401-600	CONTRACT-SCRAP TIRE	35,918.53	48,039.00	2,084.59	42,239.72	0.00	5,799.28	88
<b>DEPARTMENT Total</b>		<b>35,918.53</b>	<b>48,039.00</b>	<b>2,084.59</b>	<b>42,239.72</b>	<b>0.00</b>	<b>5,799.28</b>	<b>88</b>
33-7402-600	CONTRACT-GARBAGE COLLECTIONS	771,135.36	795,608.00	66,300.66	735,249.15	0.00	60,358.85	92
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	310,925.00	34,858.57	291,376.46	0.00	19,548.54	94
<b>DEPARTMENT Total</b>		<b>1,039,677.98</b>	<b>1,110,223.00</b>	<b>101,159.23</b>	<b>1,030,315.61</b>	<b>0.00</b>	<b>79,907.39</b>	<b>93</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	110,000.00	0.00	10,738.13	0.00	99,261.87	10
<b>DEPARTMENT Total</b>		<b>0.00</b>	<b>110,000.00</b>	<b>0.00</b>	<b>10,738.13</b>	<b>0.00</b>	<b>99,261.87</b>	<b>10</b>
<b>SANITATION Expend Total</b>		<b>1,400,763.90</b>	<b>1,420,809.00</b>	<b>107,960.77</b>	<b>1,205,859.59</b>	<b>0.00</b>	<b>214,949.41</b>	<b>85</b>

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
33	SANITATION	1,360,304.45	38,096.34	1,422,438.57	1,400,763.90	107,960.77	1,205,859.59	216,578.98

Washington County  
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	1,467.71	0.00	1,217.71	587
35-3353-000	INSURANCE PROCEEDS	0.00	0.00	0.00	10,471.52	0.00	10,471.52	0
35-3710-000	UTILITY BASE CHARGES	811,254.57	790,000.00	0.00	752,907.16	0.00	37,092.84-	95
35-3710-010	UTILITY CONSUMPTION CHARGES	531,562.64	515,000.00	0.32-	522,982.26	0.00	7,982.26	102
35-3730-000	TAP & CONNECTION FEES	9,641.00	5,500.00	0.00	12,118.00	0.00	6,618.00	220
35-3750-000	RECONNECTION FEES	20,649.05	23,000.00	0.00	31,419.97	0.00	8,419.97	137
35-3790-000	PENALTIES & INTEREST-UTIL BILL	4,796.24	3,250.00	0.00	4,823.61	0.00	1,573.61	148
35-3810-000	DOT UTILITY RELOCATION REIMBURSEMENTS	84,944.90	127,000.00	0.00	0.00	0.00	127,000.00-	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>1,475,806.50</b>	<b>0.32-</b>	<b>1,336,190.23</b>	<b>0.00</b>	<b>139,616.27-</b>	<b>91</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	14,673.92	188,887.55	0.00	8,913.45	95
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	100.00	4,848.56	0.00	20,151.44	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	1,068.80	13,610.89	0.00	964.11	93
35-7130-100	OPERATION&MAINT.- RETIREMENT EXPENSE	21,297.82	33,428.00	2,482.82	32,055.48	0.00	1,372.52	96
35-7130-101	OPERATION- 401(K) CONTRIB.	4,183.09	5,716.00	374.67	4,339.40	0.00	1,376.60	76
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	2,835.63	40,374.43	0.00	5,391.57	88
35-7130-200	SUPPLIES & MATERIALS	14,727.29	19,996.00	3,796.00	16,304.06	0.00	3,691.94	82
35-7130-210	OPERATION&MAINT.- UNIFORMS	1,380.57	1,600.00	0.00	1,302.17	0.00	297.83	81
35-7130-250	VEHICLE SUPPLIES	14,204.22	13,000.00	830.57	12,146.35	0.00	853.65	93
35-7130-260	DEPARTMENTAL SUPPLIES	511.92	4,200.00	2,462.18	3,693.82	0.00	506.18	88
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	59,736.88	0.00	0.12	100
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	500.00	0.00	0.00	0.00	500.00	0
35-7130-320	OPERATION&MAINT.- COMMUNICATIONS	2,759.95	2,800.00	132.75	2,319.14	0.00	480.86	83
35-7130-330	UTILITIES-ELECTRICITY	11,871.89	12,000.00	1,408.64	11,158.91	0.00	841.09	93
35-7130-340	OPERATION&MAINT.- POSTAGE	16,916.94	18,500.00	502.12	18,469.50	0.00	30.50	100

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
35-7130-350	MAINT & REPAIR-EQUIPMENT	21,765.54	42,000.00	645.98	19,742.90	0.00	22,257.10	47
35-7130-370	OPERATION&MAINT.- ADVERTISING	561.00	600.00	0.00	414.00	0.00	186.00	69
35-7130-380	DOT UTILITY RELOCATION FEES (100% REIM)	71,153.10	127,000.00	0.00	0.00	0.00	127,000.00	0
35-7130-390	OPERATION&MAINT.- DUES & SUBSCRIPTIONS	875.00	2,250.00	20.30	882.30	0.00	1,367.70	39
35-7130-410	LEASE COPIER FEES-CUSTOMER SERVICES	2,042.32	2,200.00	59.06	991.88	0.00	1,208.12	45
35-7130-540	CAPITAL OUTLAY - VEHICLE	0.00	25,000.00	0.00	22,302.00	0.00	2,698.00	89
35-7130-550	CAPITAL OUTLAY-EQUIPMENT	0.00	3,754.00	0.00	0.00	0.00	3,754.00	0
35-7130-580	DEBT SERVICE-NCDENR	0.00	27,993.00	0.00	27,992.45	0.00	0.55	100
35-7130-600	CONTRACTS-MOWING	12,411.00	12,480.00	1,352.00	9,024.00	0.00	3,456.00	72
35-7130-710	'95 REVENUE BOND-PRINCIPAL	0.09	34,169.00	0.00	34,168.99	0.00	0.01	100
35-7130-711	'00 REVENUE BOND-PRINCIPAL	0.00	182,525.00	0.00	182,251.20	0.00	273.80	100
35-7130-720	'95 REVENUE BOND-INTEREST	23,226.95	21,948.00	0.00	21,947.55	0.00	0.45	100
35-7130-721	'00 REVENUE BOND-INTEREST	123,244.49	117,065.00	0.00	117,064.21	0.00	0.79	100
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>1,147,763.00</b>	<b>32,745.44</b>	<b>936,697.09</b>	<b>0.00</b>	<b>211,065.91</b>	<b>82</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	72,007.50	0.00	1,251.00	98
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	5,041.75	0.00	352.25	93
35-7135-100	TREATMENT PLANT- RETIREMENT EXPENSE	11,101.45	12,620.00	1,045.13	12,386.56	0.00	233.44	98
35-7135-101	TREATMENT PLANT- 401(K) CONTRIB.	2,113.04	2,215.00	185.31	2,172.10	0.00	42.90	98
35-7135-130	TREATMENT PLANT- UNEMPLOYMENT INS.	0.00	154.00	0.00	0.00	0.00	154.00	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	15,830.36	0.00	766.64	95
35-7135-200	SUPPLIES & MATERIALS	4,842.13	6,635.00	75.83	6,385.38	0.00	249.62	96
35-7135-210	TREATMENT PLANT- UNIFORMS	246.93	915.00	0.00	914.45	0.00	0.55	100
35-7135-250	TREATMENT PLANT- FUEL	1,688.11	4,500.00	199.99	2,696.34	0.00	1,803.66	60
35-7135-298	CONTRACTS	15,823.54	19,000.00	1,407.17	16,283.59	0.00	2,716.41	86
35-7135-299	WATER TREATMENT CHEMICALS	22,172.65	24,403.00	2,599.80	24,196.50	0.00	206.50	99
35-7135-315	TRAINING	1,028.39	425.00	0.00	425.00	0.00	0.00	100
35-7135-320	TREATMENT PLANT- COMMUNICATIONS	2,127.52	2,700.00	209.95	2,519.40	0.00	180.60	93
35-7135-330	TREATMENT PLANT- UTILITIES	28,126.35	30,000.00	4,406.23	28,818.16	0.00	1,181.84	96
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	35,958.00	5,111.67	34,822.89	0.00	1,135.11	97
35-7135-370	TREATMENT PLANT- ADVERTISING	324.00	364.00	0.00	96.00	0.00	268.00	26
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

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Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
35-7135-600	DESIGNATED FOR FUTURE APPROPRIATION	0.00	15,944.00	0.00	0.00	0.00	15,944.00	0
35-7135-998	COST ALLOCATION-GENERAL FUND	25,000.00	40,000.00	0.00	40,000.00	0.00	0.00	100
<b>DEPARTMENT Total</b>		<b>225,093.93</b>	<b>328,043.50</b>	<b>23,146.26</b>	<b>270,805.64</b>	<b>0.00</b>	<b>57,237.86</b>	<b>83</b>
<b>WATER Expend Total</b>		<b>1,188,844.33</b>	<b>1,475,806.50</b>	<b>55,891.70</b>	<b>1,207,502.73</b>	<b>0.00</b>	<b>268,303.77</b>	<b>82</b>

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
35	WATER	1,465,060.40	0.32-	1,336,190.23	1,188,844.33	55,891.70	1,207,502.73	128,687.50



Washington County  
Statement of Revenue and Expenditures

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	483.69	0.00	483.69	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	6,244.99	526,253.66	0.00	98,746.34-	84
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	2,135.55	233,183.03	0.00	58,183.03	133
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	50.00	150.00	0.00	50.00	150
37-3901-000	TYRRELL-EMS CONTRACT	675,000.00	675,000.00	56,250.00	675,000.00	0.00	0.00	100
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>64,680.54</b>	<b>1,773,811.88</b>	<b>0.00</b>	<b>542,927.62-</b>	<b>77</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	61,908.33	614,220.17	0.00	71,830.83	90
37-4330-030	SALARIES & WAGES-OVERTIME	278,288.12	308,100.00	22,577.64	298,902.01	0.00	9,197.99	97
37-4330-040	SALARIES & WAGES-PARTTIME	83,815.28	89,000.00	2,689.68	56,873.37	0.00	32,126.63	64
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	6,283.84	69,284.19	0.00	10,172.81	87
37-4330-100	- RETIREMENT EXPENSE	134,328.90	161,356.00	14,263.33	154,724.56	0.00	6,631.44	96
37-4330-101	- 401K CONTRIB.	18,899.17	27,590.00	2,177.45	23,421.24	0.00	4,168.76	85
37-4330-130	EMS OPERATIONS- UNEMPLOYMENT INS.	6.27-	0.00	0.00	0.00	0.00	0.00	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	10,952.86	121,400.36	0.00	28,536.64	81
37-4330-190	TRAINING	5,370.61	5,800.00	311.54	1,082.10	0.00	4,717.90	19
37-4330-200	SUPPLIES & MATERIALS	38,410.27	43,908.00	5,781.90	39,610.18	0.00	4,297.82	90
37-4330-210	UNIFORMS	3,757.59	6,000.00	1,862.77	3,256.31	0.00	2,743.69	54
37-4330-250	FUEL	38,714.11	38,000.00	3,368.88	33,976.90	0.00	4,023.10	89
37-4330-260	DEPARTMENTAL SUPPLIES	6,481.47	16,678.00	1,141.91	16,128.16	0.00	549.84	97
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	8,522.00	1,098.00	6,011.99	0.00	2,510.01	71
37-4330-320	- COMMUNICATIONS	4,825.08	5,500.00	20.87	5,271.19	0.00	228.81	96
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	1,346.00	21,565.54	0.00	14,434.46	60

Washington County  
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	8,359.00	571.67	8,358.12	0.00	0.88	100
37-4330-396	EMS-MEDICAID COST REPORT	5,621.00	7,040.00	0.00	1,000.00	0.00	6,040.00	14
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	59,340.00	0.00	56,558.22	0.00	2,781.78	95
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	1,935.50	23,248.00	0.00	2.00	100
37-4330-610	CONTRACTS-BILLING	33,204.50	37,188.00	2,379.44	31,698.21	0.00	5,489.79	85
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	0.00	5,099.03	0.00	34,353.97	13
<b>DEPARTMENT Total</b>		<b>1,745,252.04</b>	<b>1,953,261.00</b>	<b>140,671.61</b>	<b>1,672,444.34</b>	<b>0.00</b>	<b>280,816.66</b>	<b>86</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	3,880.57	57,649.04	0.00	30,751.46	65
37-4376-030	SALARIES & WAGES-OVERTIME	10,444.54	22,000.00	1,222.64	18,503.55	0.00	3,496.45	84
37-4376-040	SALARIES & WAGES-PARTTIME	23,524.38	25,000.00	1,370.31	18,427.14	0.00	6,572.86	74
37-4376-090	FICA TAXES	7,266.74	10,281.00	433.74	6,451.70	0.00	3,829.30	63
37-4376-100	TRANSPORT SERVICE- RETIREMENT EXPENSE	11,357.23	19,018.00	863.46	12,885.02	0.00	6,132.98	68
37-4376-101	TRANSPORT SERVICE- 401K CONTRIB.	950.41	3,252.00	153.10	1,908.71	0.00	1,343.29	59
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	16,594.00	0.00	8,472.00	66
37-4376-200	SUPPLIES & MATERIALS	14,682.25	19,360.00	518.93	19,251.52	0.00	108.48	99
37-4376-210	TRANSPORT SERVICE- UNIFORMS	1,393.00	2,500.00	0.00	1,625.59	0.00	874.41	65
37-4376-250	FUEL	7,072.87	14,000.00	617.19	7,769.85	0.00	6,230.15	56
37-4376-295	PORTABLE COMM HARDWARE	1,960.00	6,398.00	1,098.00	5,121.50	0.00	1,276.50	80
37-4376-320	TRANSPORT SERVICE- COMMUNICATIONS	3,164.16	3,500.00	747.85	3,088.94	0.00	411.06	88
37-4376-355	MAINT & REPAIR-EQUIPMENT	7,010.81	15,000.00	522.42	5,868.36	0.00	9,131.64	39
37-4376-370	ADVERTISING	214.50	2,000.00	925.89	1,367.11	0.00	632.89	68
37-4376-390	TRANSPORT - DUES & SUBSCRIPTIONS	0.00	2,401.00	247.80	2,400.15	0.00	0.85	100
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	971.89	13,865.68	0.00	2,547.32	84
<b>DEPARTMENT Total</b>		<b>208,063.10</b>	<b>289,650.50</b>	<b>14,706.11</b>	<b>205,207.86</b>	<b>0.00</b>	<b>84,442.64</b>	<b>71</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

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>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>155,377.72</b>	<b>1,951,478.41</b>	<b>0.00</b>	<b>365,261.09</b>	<b>84</b>

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
37	EMS	2,179,210.18	64,680.54	1,773,811.88	2,027,141.35	155,377.72	1,951,478.41	177,666.53-

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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	29,810.00	117,479.00	0.00	52,521.00-	69
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>29,810.00</b>	<b>933,781.12</b>	<b>0.00</b>	<b>386,297.88-</b>	<b>71</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	29,809.88	117,479.27	0.00	52,520.73	69
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>29,809.88</b>	<b>933,781.52</b>	<b>0.00</b>	<b>386,297.48</b>	<b>71</b>
<b>AIRPORT PROJECTS Expend Total</b>		<b>7,122,744.88</b>	<b>1,320,079.00</b>	<b>29,809.88</b>	<b>933,781.52</b>	<b>0.00</b>	<b>386,297.48</b>	<b>71</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	29,810.00	933,781.12	7,122,744.88	29,809.88	933,781.52	0.40-

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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	53,485.25	55,000.00	9,980.81	51,999.91	0.00	3,000.09-	95
39-3600-000	HANGER RENTAL	12,600.00	9,540.00	0.00	12,000.00	0.00	2,460.00	126
39-3830-000	SALE OF FIXED ASSETS	0.00	0.00	580.00	580.00	0.00	580.00	0
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>10,560.81</b>	<b>178,896.91</b>	<b>0.00</b>	<b>10,360.09-</b>	<b>95</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	40,101.00	3,333.42	40,001.04	0.00	99.96	100
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	1,000.00	9,940.00	0.00	460.00	96
39-4530-090	FICA TAX	3,534.28	3,923.00	331.50	3,838.77	0.00	84.23	98
39-4530-100	AIRPORT - RETIREMENT	6,037.47	7,124.00	564.01	6,869.64	0.00	254.36	96
39-4530-101	AIRPORT - 401K	1,144.80	1,219.00	100.00	1,200.00	0.00	19.00	98
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	6,820.58	0.00	505.42	93
39-4530-200	AIRPORT- DEPTAL SUPPLIES	239.58	945.00	134.00	707.47	0.00	237.53	75
39-4530-250	AIRPORT- AV GAS AND JET FUEL	66,196.48	46,779.00	16,028.75	29,733.00	0.00	17,046.00	64
39-4530-310	AIRPORT- TRAVEL	0.00	275.00	275.00	275.00	0.00	0.00	100
39-4530-320	AIRPORT- COMMUNICATIONS	1,569.96	1,700.00	86.99	1,495.30	0.00	204.70	88
39-4530-330	AIRPORT- UTILITIES	7,487.16	9,500.00	978.45	7,196.78	0.00	2,303.22	76
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	4,225.00	666.51	2,846.86	0.00	1,378.14	67
39-4530-351	MAINT & REPAIR-EQUIPMENT	3,420.91	7,821.00	753.73	6,639.09	0.00	1,181.91	85
39-4530-352	MAINT & REPAIR - FUELMASER	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	250.99	2,947.68	0.00	552.32	84
<b>DEPARTMENT Total</b>		<b>155,829.92</b>	<b>189,257.00</b>	<b>25,066.55</b>	<b>128,439.23</b>	<b>0.00</b>	<b>60,817.77</b>	<b>68</b>
<b>AIRPORT OPERATIONS Expend Total</b>		<b>155,829.92</b>	<b>189,257.00</b>	<b>25,066.55</b>	<b>128,439.23</b>	<b>0.00</b>	<b>60,817.77</b>	<b>68</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	10,560.81	178,896.91	155,829.92	25,066.55	128,439.23	50,457.68









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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	14,047.25	144,498.48	0.00	144,498.48	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	1,344.49	17,591.72	0.00	17,591.72	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	1,017.04	8,528.36	0.00	8,528.36	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	0.00	84,132.26	0.00	84,132.26	0
59-3010-350	DRAINAGE DISTRICT 5 LEVY	34,296.66	0.00	0.00	34,620.00	0.00	34,620.00	0
59-3010-360	ALBEMARLE DRAINAGE DISTRICT	104,142.74	0.00	0.00	114,644.30	0.00	114,644.30	0
59-3010-370	PUNGO RIVER DRAINAGE DISTRICT	14,463.13	0.00	0.00	40,378.09	0.00	40,378.09	0
<b>DMV MUNICIPAL TAXES Revenue Total</b>		<b>394,044.03</b>	<b>0.00</b>	<b>16,408.78</b>	<b>444,393.21</b>	<b>0.00</b>	<b>444,393.21</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	298.61	34,620.00	0.00	34,620.00-	0
59-6900-404	CRESWELL TAX LEVY	80,758.82	0.00	3,463.05	79,925.64	0.00	79,925.64-	0
59-6900-411	PLYMOUTH MOTOR VEHICLE TAX - NCVTS	134,982.88	0.00	16,192.93	130,451.23	0.00	130,451.23-	0
59-6900-412	ROPER MOTOR VEHICLE TAX - NCVTS	17,269.70	0.00	2,339.08	16,247.23	0.00	16,247.23-	0
59-6900-413	CRESWELL MOTOR VEHICLE TAX - NCVTS	8,130.10	0.00	695.49	7,511.32	0.00	7,511.32-	0
59-6900-414	ALBEMARLE DRAINAGE DISTRICT	104,142.74	0.00	191.52	114,644.30	0.00	114,644.30-	0
59-6900-415	PUNGO RIVER DRAINAGE DISTRICT	14,463.13	0.00	0.00	40,378.09	0.00	40,378.09-	0
<b>DEPARTMENT Total</b>		<b>394,044.03</b>	<b>0.00</b>	<b>23,180.68</b>	<b>423,777.81</b>	<b>0.00</b>	<b>423,777.81-</b>	<b>0</b>
<b>DMV MUNICIPAL TAXES Expend Total</b>		<b>394,044.03</b>	<b>0.00</b>	<b>23,180.68</b>	<b>423,777.81</b>	<b>0.00</b>	<b>423,777.81-</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	16,408.78	444,393.21	394,044.03	23,180.68	423,777.81	20,615.40

Washington County  
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	15,800.00	0.00	200.00-	99
60-3000-005	AMERICAN RESCUE PLAN ACT OF 2021	0.00	0.00	1,124,639.50	1,124,639.50	0.00	1,124,639.50	0
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>1,124,639.50</b>	<b>1,841,741.55</b>	<b>0.00</b>	<b>1,124,438.55</b>	<b>257</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	45,835.17	0.00	45,835.17	0.00	0.00	100
60-4000-003	PUBLIC HEALTH EXPENSES	0.00	112,962.06	0.00	112,962.06	0.00	0.00	100
60-4000-004	PAYROLL EXPENSES	0.00	397,220.60	0.00	397,219.65	0.00	0.95	100
60-4000-005	PUBLIC HEALTH MEASURE EXP	0.00	26,891.68	0.00	26,891.68	0.00	0.00	100
60-4000-007	OTHER	0.00	17,464.42	1,000.00	17,464.42	0.00	0.00	100
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>1,000.00</b>	<b>656,372.05</b>	<b>0.00</b>	<b>0.95</b>	<b>100</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>1,000.00</b>	<b>717,102.05</b>	<b>0.00</b>	<b>200.95</b>	<b>100</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	1,124,639.50	1,841,741.55	6,781.97	1,000.00	717,102.05	1,124,639.50

Washington County  
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	0.00	48,088.00	0.00	28.00-	100
<b>COMMUNITY DEVELOPMENT BLOC Revenue Total</b>		<b>121,476.00</b>	<b>48,116.00</b>	<b>0.00</b>	<b>48,088.00</b>	<b>0.00</b>	<b>28.00-</b>	<b>100</b>

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
<b>DEPARTMENT Total</b>		<b>121,476.00</b>	<b>48,116.00</b>	<b>0.00</b>	<b>48,088.00</b>	<b>0.00</b>	<b>28.00</b>	<b>100</b>
<b>COMMUNITY DEVELOPMENT BLOCK Expend Total</b>		<b>121,476.00</b>	<b>48,116.00</b>	<b>0.00</b>	<b>48,088.00</b>	<b>0.00</b>	<b>28.00</b>	<b>100</b>

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	0.00	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	19,436.86	159,297.90	0.00	32,297.90	125
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	14,920.00	0.00	6.00-	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>19,436.86</b>	<b>174,221.86</b>	<b>0.00</b>	<b>2,620.86</b>	<b>102</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	1,166.63	14,000.00	0.00	0.00	100
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	1,254.42	14,158.46	0.00	12,841.54	52
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	0.00	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	25,000.00	0.00	0.00	100
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	833.37	10,000.00	0.00	0.00	100
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	100.00	1,200.00	0.00	3,800.00	24
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>3,354.42</b>	<b>82,478.46</b>	<b>0.00</b>	<b>25,147.54</b>	<b>77</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	15,000.00	0.00	0.00	100
63-4970-090	TRAVEL- FICA TAX	607.08	1,353.00	50.59	607.08	0.00	745.92	45
63-4970-100	TRAVEL- RETIREMENT	2,337.80	2,558.00	211.50	2,538.00	0.00	20.00	99
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	8,809.86	0.00	850.14	91
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	3,181.00	13,685.26	0.00	11,099.74	55
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

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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
<b>DEPARTMENT Total</b>		<b>60,114.88</b>	<b>63,975.00</b>	<b>5,422.07</b>	<b>48,655.20</b>	<b>0.00</b>	<b>15,319.80</b>	<b>76</b>
<b>TRAVEL AND TOURISM Expend Total</b>		<b>101,477.92</b>	<b>171,601.00</b>	<b>8,776.49</b>	<b>131,133.66</b>	<b>0.00</b>	<b>40,467.34</b>	<b>76</b>

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
63	TRAVEL AND TOURISM	125,093.59	19,436.86	174,221.86	101,477.92	8,776.49	131,133.66	43,088.20





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	10,535.06	115,885.66	0.00	10,534.34-	92
69-3980-010	TRANSFER FROM GENERAL FUND	0.00	1,931.00	1,931.00	1,931.00	0.00	0.00	100
69-3990-000	APPROPRIATED PRIOR YR BALANCE	0.00	263,064.00	0.00	0.00	0.00	263,064.00-	0
<b>EMERGENCY TELECOMMUNICATIO Revenue Total</b>		<b>162,822.22</b>	<b>391,415.00</b>	<b>12,466.06</b>	<b>117,816.66</b>	<b>0.00</b>	<b>273,598.34-</b>	<b>30</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	224.22	1,060.18	0.00	84.82	93
69-9100-310	TRAINING	2,220.67	3,405.00	730.00	3,285.00	0.00	120.00	96
69-9100-320	COMMUNICATIONS	28,270.92	29,800.00	1,941.58	25,200.42	0.00	4,599.58	85
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	389.00	0.00	611.00	39
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	0.00	14,178.45	0.00	271.55	98
69-9100-358	MAINT AGREEMENT-ESRI	2,350.00	2,700.00	0.00	2,350.00	0.00	350.00	87
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	274,431.00	63,516.32	63,516.32	0.00	210,914.68	23
<b>DEPARTMENT Total</b>		<b>109,652.94</b>	<b>391,415.00</b>	<b>66,412.12</b>	<b>163,250.17</b>	<b>0.00</b>	<b>228,164.83</b>	<b>42</b>
<b>EMERGENCY TELECOMMUNICATIONS Expend Total</b>		<b>109,652.94</b>	<b>391,415.00</b>	<b>66,412.12</b>	<b>163,250.17</b>	<b>0.00</b>	<b>228,164.83</b>	<b>42</b>

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
69	EMERGENCY TELECOMMUNICATIONS	162,822.22	12,466.06	117,816.66	109,652.94	66,412.12	163,250.17	45,433.51-

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	17.69	0.00	32.31-	35
70-3980-000	APPROPRIATED FUND BALANCE	0.00	70,210.00	0.00	0.00	0.00	70,210.00-	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>103,260.00</b>	<b>0.00</b>	<b>33,017.69</b>	<b>0.00</b>	<b>70,242.31-</b>	<b>32</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	650.00	0.00	645.88	0.00	4.12	99
70-8600-330	REVAL-POSTAGE	0.00	4,360.00	40.81	2,873.01	0.00	1,486.99	66
70-8600-370	REVALUATION- PRINTING	0.00	3,190.00	0.00	1,546.89	0.00	1,643.11	48
70-8600-380	REVALUATION - ADVERTISING	72.00	300.00	48.00	252.00	0.00	48.00	84
70-8600-600	REVALUATION-CONTRACTED SERVICES	174,240.00	91,760.00	26,662.50	91,466.25	0.00	293.75	100
70-8600-601	REVAL-CONTRACTED SERVICES-DYNAMIC DATA	1,300.00	3,000.00	0.00	1,200.00	0.00	1,800.00	40
<b>DEPARTMENT Total</b>		<b>176,688.21</b>	<b>103,260.00</b>	<b>26,751.31</b>	<b>97,984.03</b>	<b>0.00</b>	<b>5,275.97</b>	<b>95</b>
<b>REAPPRAISAL Expend Total</b>		<b>176,688.21</b>	<b>103,260.00</b>	<b>26,751.31</b>	<b>97,984.03</b>	<b>0.00</b>	<b>5,275.97</b>	<b>95</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	33,017.69	176,688.21	26,751.31	97,984.03	64,966.34-



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	679,607.51	14,363,622.30	14,129,713.45	1,096,922.66	13,791,353.36	572,268.94
21	CAPITAL OUTLAY-WASHINGTON CO SCHOOLS	561,138.63	60,745.73	467,551.97	400,000.00	33,333.37	400,000.00	67,551.97
30	DRAINAGE	142,395.06	807.66	212,105.97	106,741.01	12,017.00	201,080.24	11,025.73
33	SANITATION	1,360,304.45	38,096.34	1,422,438.57	1,400,763.90	107,960.77	1,205,859.59	216,578.98
35	WATER	1,465,060.40	0.32-	1,336,190.23	1,188,844.33	55,891.70	1,207,502.73	128,687.50
37	EMS	2,179,210.18	64,680.54	1,773,811.88	2,027,141.35	155,377.72	1,951,478.41	177,666.53-
38	AIRPORT PROJECTS	7,122,744.88	29,810.00	933,781.12	7,122,744.88	29,809.88	933,781.52	0.40-
39	AIRPORT OPERATIONS	159,644.25	10,560.81	178,896.91	155,829.92	25,066.55	128,439.23	50,457.68
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	16,408.78	444,393.21	394,044.03	23,180.68	423,777.81	20,615.40
60	CRF PANDEMIC RECOVERY	6,781.97	1,124,639.50	1,841,741.55	6,781.97	1,000.00	717,102.05	1,124,639.50
61	COMMUNITY DEVELOPMENT BLOCK GRANTS	121,476.00	0.00	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	19,436.86	174,221.86	101,477.92	8,776.49	131,133.66	43,088.20
67	FUND 67:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
69	EMERGENCY TELECOMMUNICATIONS	162,822.22	12,466.06	117,816.66	109,652.94	66,412.12	163,250.17	45,433.51-
70	REAPPRAISAL	36,083.57	0.00	33,017.69	176,688.21	26,751.31	97,984.03	64,966.34-

Washington County  
Statement of Revenue and Expenditures

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	2,057,259.47	23,367,677.92	27,441,899.91	1,642,500.25	21,400,830.80	1,966,847.12

## Missy Dixon

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**From:** Tina Dunlow  
**Sent:** Monday, June 21, 2021 9:10 AM  
**To:** Johnny Barnes  
**Cc:** Missy Dixon  
**Subject:** RE: WEX Statements

We will make the changes for the 2008 and 2012 Charger. The card that Voliva is using is registered to the 2004 Crown Vic and if it has been surplused then the card needs to be turned in and we will need the make/model/year and vin# for the correct vehicle so that a card can be ordered.

If you have any questions, let me know.

Thanks,  
Tina Dunlow  
Deputy Finance Officer  
Washington County  
PO Box 1007  
Plymouth, NC 27962  
(252) 793-3523 Telephone  
(252) 793-3145 Fax  
[tgddunlow@washconc.org](mailto:tgddunlow@washconc.org)

**From:** Johnny Barnes  
**Sent:** Thursday, June 17, 2021 4:35 PM  
**To:** Tina Dunlow <[tgddunlow@washconc.org](mailto:tgddunlow@washconc.org)>  
**Subject:** Re: WEX Statements

Tina  
All changes are correct. The crown Vic has been surpluses

Sent from my iPhone

On Jun 17, 2021, at 4:32 PM, Tina Dunlow <[tgddunlow@washconc.org](mailto:tgddunlow@washconc.org)> wrote:

I have noticed that you have changed some of the coding of some cars on your WEX statements. Below are the changes:

2008 Dodge Charger VIN#38598 is billed under Pines SRO but you have coded it to 10-4310-250 (Sheriff Department). J. Patterson and J. Hinson have purchased fuel for this vehicle.  
2012 Dodge Charger VIN#82494 is billed under the Sheriff Department but you have coded it to 10-4311-250 (SRO Union). K. Tate purchased fuel for this vehicle.  
2004 Crown Vic VIN#23708 is billed under Creswell SRO but you have coded it to 10-4314-250 (WCHS SRO). R. Voliva purchased fuel for this vehicle.

Please let us know if we need to make these changes within the billing system ASAP so that they will be billed correctly going forward.

If you have any questions, feel free to contact me.

Thanks,  
Tina Dunlow  
Deputy Finance Officer  
Washington County  
PO Box 1007  
Plymouth, NC 27962  
(252) 793-3523 Telephone  
(252) 793-3145 Fax  
[tgdunlow@washconc.org](mailto:tgdunlow@washconc.org)



**WASHINGTON COUNTY BOARD OF COMMISSIONERS**

**AGENDA STATEMENT**

**ITEM NO: 9**

**DATE: July 6, 2021**

**ITEM: Other Items by Chairman, Commissioners, County Manager/Attorney,  
Finance Officer or Clerk**

**SUMMARY EXPLANATION:**

- Department Head Reports from June 2021
- Statistics Report from May-June 2021
- Register of Deeds Roll-up Summary for June 2021
- Update from Washington Regional Medical Center (WRMC)

See attached.

Department Head Reports to the Commissioners  
July 6, 2021  
Board of Commissioners' In Person & Facebook Livestreamed Meeting

Geographic Information Systems

Harry White

1. Verified of property as recorded on deeds
2. Transfer of real property
3. Land-parcel splits and recombination of property
4. Assist the general public with maps and related needs
5. Managed correspondence via phone, email
6. Assist the Finance Department when needed
7. Update property maps for the Tax Department & 911

EMS

Jennifer O'Neal

**EMS STAFFING:**

The EMS Division has one opening for a Paramedic and the Transport Division has one opening for a Basic EMT. Visits to classes being held at a few local community colleges are planned over the next few months. Transport has a new full time employee, who comes to us with 8+ years of experience in a system that runs similar to ours.

**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:**

Summertime temperatures and humidity are upon us. We are beginning to see heat related emergencies that are primarily due to inadequate hydration. If you must work outside, drink plenty of water and take breaks often.

The Pediatric Emergency Care Coordinators Plus Project that we were selected to participate in through UNC Chapel Hill has started and our Coordinator has prepared and presented her first project. Our participation in this program will bring pediatric training and resources directly to our rural EMS system. Our system was one of 10 low-resource, rural EMS Systems in North Carolina to be awarded this opportunity.

Thank you for your continued support of the Washington-Tyrrell County EMS System.

## Recreation

Randy Fulford

Our teams are preparing themselves for State Games in Raleigh, NC. We are in hopes of winning another championship. This week starts the signing up for football and other sports. Parents have begun registering their children to participate. We would like to thank you (Commissioners) for making it possible for all our youth to participate.

## Elections

Dora Bell

I am still working on the Wellness Check. Also, ES&S came on 6/23/21 and picked up the old M100's and Automark machines. I am still unsure when the new machines will be here.

## Library

Vacant

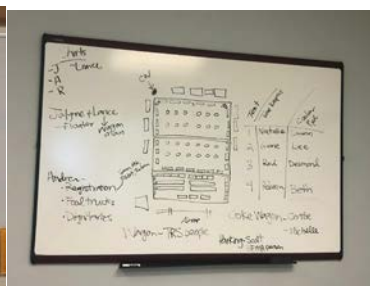
No report submitted.

## Cooperative Extension

Rebecca Liverman

### **Jalynne Waters - Ag Agent**

- **This year, the Blackland Farm Managers Tour will be held on August 4th in Washington County next to Donald's Flying Service.** Registration will begin at 7:00 AM. **Planning a field day that attracts around 600 people takes A LOT of logistical planning and site preparation.** A bulk of June has been spent:
  - Contacting caterers
  - Calculating the number of tents, tables, and chairs needed
  - Establishing a speaker schedule
  - Creating flyers, site maps, and program handouts
  - Mowing & spraying weeds
  - Applying mid-season treatments to corn, soybean, & cotton plots



- June is typically when calls start coming in to measure wheat for the NC Wheat Yield Contest. This contest gives growers the chance to learn how their inputs (fertilizer, irrigation, row spacing, etc.) are affecting corn yield, and how it compares to other corn contest entrants across the state. County agents act as supervisors for this event and work to measure the distance harvested and calculate an official yield.



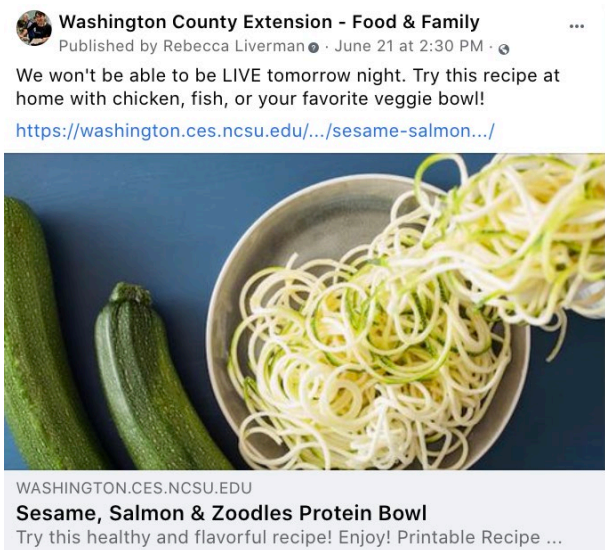
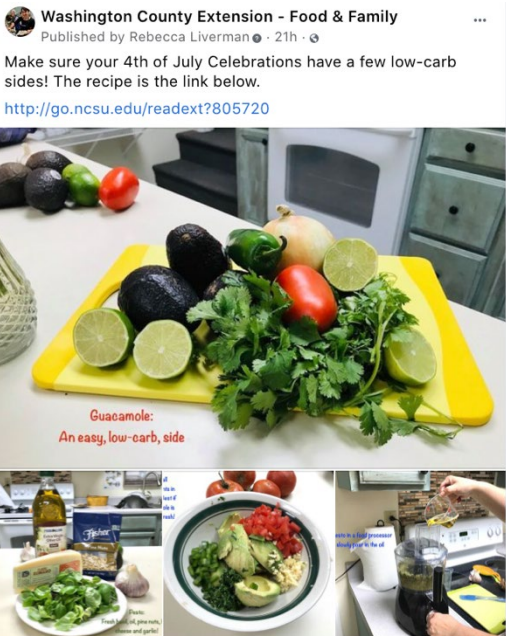
- **It's a new semester! I am currently enrolled in Southern Row Crop Production - a class lasting from June to October that will have 10 day-long sessions in fields across the state addressing 5 different crops - corn, soybeans, cotton, peanuts, and tobacco. So far, the class has been very informative.**

**Rebecca Liverman - FCS & CED**

**Teaching:**

We are still delivering information virtually until July. This month focused on low-carb options.

Guacamole & Pesto and also a Sesame Ginger sauce to go with zoodles, chicken, or fish. **Both of these online classes were done in partnership with MTW District Health Dept.**



## Trainings:

\*Supervisory Training for American with Disabilities Act

\*Medicare/SHIP trainings

\*Coordinated three judges for 4-H public speaking contest for Egg Cookery and Foods & Nutrition Categories.

\*Our updated XPM (Extension Performance Management – yearly plan of work) rolled out this month. This Individual Plan or work includes our goals, target audience, collaborators, outcome indicators, program delivery methods, marketing and diversity strategies along with evaluation methods.

## **Beth Stanley Jackson - 4-H Youth Development**

- The 4-H Explores program gave youth the opportunity to travel on short field trips. Our groups visited Sylvan Heights Bird Park and Jennette's Pier for educational programs. Participants included 4-H'ers who took part in the JCPC funded "4-H to the Front Door" program.

- **Washington County 4-H has twelve youth attending 4-H Residential Summer Camp at the Betsy-Jeff Penn 4-H Center in Reidsville, NC.** Youth ages 9 - 14 are participating in traditional camp activities including archery, horseback riding, canoeing, swimming, and high ropes.



Washington County Soil and Water  
Martha Prinsloo

During the month of June, the Soil and Water department made a presentation to the Board of Commissioners outlining the duties and responsibilities of the department. I met with Gerda Rhodes and Connie Barnes to determine the winners of the WE ALL LIVE IN A WATERSHED poster contest. At the next Soil and Water Board meeting, we will prepare the awards and get them to the teachers at Pocosin Innovative Charter School.

Farmers from the Eddie Smith district presented at the public hearing and expressed their desire to have the special assessment district developed, as it was in the past, rather than the proposed drainage service district. Administration is working on this change.

We are still aware of many beaver dams' sites all over the county and are assessing where the money we have left in that line item will be best spent.

I have completed the contracts for the cost share program and have requested payment from the state.

I have completed spot checks with Chairman Rhodes.

Veteran's Service Officers Report  
Burl Walker

During this period there were two (2) veterans assisted as well as three (3) dependents with many telephone calls.

- I submitted a request for one (1) Property Exclusion request.
- I submitted one (1) request for disabled veteran's driver's license.
- I submitted one (1) request for burial benefits.
- I submitted two (2) requests for grave markers and Presidential Memorial Certificates.
- I assisted one (1) dependent explaining correspondence from Pension Maintenance Center.
- I made a number of telephone calls to Register of Deeds and Veterans Service Officer of another county trying to locate a deceased veteran's DD-214. After locating and getting a copy, I couldn't furnish any services since the veteran was buried in another state.

Tax Office  
Sherri Wilkins

1. We continue to collect payments for accounts that have been referred for foreclosure – every time we get a payment, receive correspondence (such as the need to add costs) 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. We also handle



## Emergency Management

Lance Swindell

- Generator Grant- Awaiting a response from State EM Grants on the next step for BB's project.
- Withdrawn from Pines Generator Grant app., we will be reapplying under another disaster once the withdrawal is approved and another disaster has been identified that we would qualify for.
- Sheltering- MOA/Contract with Red Cross and Washington County Schools for move of shelter to Washington Co. Middle School as soon as I get something from Red Cross.
- EM responded and Red Cross assisted with house fire on 32 Middle St. in Plymouth on Thursday afternoon. EM assisted Plymouth Fire with OSFM request and contact for Investigation which resumed Friday morning the 25<sup>th</sup>.
- EM and Facilities brought 30 + cases (360 30 oz. pump bottles) of hand sanitizer from storage at Water Dept. in Roper. It is available in storage building by request through EM or Facilities.
- The next Fire Chiefs Meeting is on July 19<sup>th</sup> and will probably be at Roper or Plymouth Fire Station (TBD)
- Still struggling with dispatch and communication issues. If they request equipment, it is needed and based on discussions is reimbursable by 911 Board.
- Still working on finding a contractor that can do a turnkey job and give a quote on upgrading building and tower in Roper.
- Light Tower's being serviced for hurricane season. Will be billed after new budget in place but looking into State EM DPR funding for maintenance.
- Orion- Myself and Ms. Sherri need to present this to CMO staff. It is a program that many counties surrounding us have gone to that helps with damage assessment process. More to come.
- DAWG (Disaster Assistance Working Group) Meeting on 6/24/2021. Meeting was in Edenton. Got to meet up with Beaufort, Bertie, Martin, Chowan, Perquimans, Pasquotank/Camden, Currituck, Dare and State EM Area 2 Coordinator Billy Winn (previously Gates EM) Discussed DPR projects and funding.

## Register of Deeds

Tim Esolen

No report submitted.

## Public Utilities

Doremus Luton

Updates regarding Washington County Water System and C&D Landfill are as follows:

### Solid Waste

The landfill took in 142.55 Tons of Leaves, Brush and Limbs, 10.72 Tons of Inert Debris, .98 Tons of Scrap Metal, 110.39 Tons of Construction Debris and 8.15 tons of Scrap Tires this month.



## Water Department

Water plant staff treated and distributed a total of 12.4 (MG). The average daily usage was .400 MG. We served 2,612 accounts, billing customers for 7.327 MG of water.

## Sheriff's Office/Detention/E911

Chief Deputy Arlo Norman/Clinta Blount/Anna Johnson

E911:

We are still looking to hire three (3) full time employees in the 911 Center as well as part-time positions open. We have also successfully transitioned to ESInet phone systems in the 911 Center (paid for by the State 911 Board).

All of our current telecommunicators have given endless amounts of dedication to this agency and this community and have been very understanding during this time of short staffing.

Detention:

1. SOUTH SIDE CAME TO LOOK AT ALL THE CAMERES IN THE JAIL 06/01/2021
2. BAKER ROOFING ARRIVED AT 11:15am WENT TO ROOF ON 06/02/2021
3. ELEVATOR INSPECTOR CAME ON 06/04/2021
4. UNIFIRST CAME TO BRING LINEN 06/04/2021
5. UNIFIRST CAME TO BRING LINEN 06/10/2021
6. UNIFIRST CAME TO BRING LINEN 06/20/2021
7. SENTRY CAME TO EXTERMINATE 06/23/2021
8. WILLIAMSTON FIRE EXTINGUISHER SERVICE CAME IN 06/24/2021
9. MAINTENANCE CAME TO PUT IN NEW BATTERY IN CONTROL BOOTH ON 06/21/2021
10. MAINTENANCE CAME TO CHANGE EMERGENCY LIGHTS IN A-BLOCK ON 06/22/2021
11. UNI-FIRST BROUGHT CLEAN LINEN ON 06/25/2021.

## Information Technology

Darlene Fikes

This has been a very busy month, so having the extra help from Soundside has been extremely helpful. Listed below are some of the items worked on this month:

1. The cutover to the new 911 ESInet took place on June 24<sup>th</sup>. A lot of this month was devoted to preparing and organizing for the cutover. Multiple issues had to be worked through. Everyone on the team had a part, which resulted in success at the end of the day. The ESInet system will continue to be monitored for the next few weeks and make any changes that become necessary.
2. A new recorder was purchased in order to record from the new 911 ESInet. The old Century Link lines were analog and the new ESInet has digital lines. EdgeOne installed a new NRX recorder on June 22<sup>nd</sup> that will work with both analog and digital lines.

3. New Windows 10 computers were installed to replace the non-supported Windows 7 computers. Multiple issues arose and had to be resolved from installing external equipment, vendor software, connectivity and compatibility. Several computers required the operating system to be re-installed in the process. New computers installed:
  - 6 Tax Office
  - 2 County Manager's Office
  - 5 Register of Deeds
  - 1 Finance
  - 2 Water Department
  - 1 Landfill
  - 1 Water Plant
  - 1 IT Office
4. Updated new GIS ERSI software in Tax Office. Troubleshoot multiple issues.
5. Made multiple changes on the server to improve security.
6. Attend Commissioners meeting and Departmental meeting.
7. Check postage machine during the month to determine when postage is needed.
8. Stamp, sign & copy invoices & take to Finance.
9. Reconcile Budget Statement.

#### Senior Center

Vanessa Joyner

No report submitted.

#### Airport

Knapp Brabble

1. Replaced 4 runway lights
2. Replaced one edge light base.
3. Another monthly increase in aircraft traffic.
4. FAA inspected runway/taxiway on 6/24/21. Will send me report on Inspection that headwall on exits Bravo and Charlie are not within FAA standards. Have talked with AVCON (engineers) and will correct problem after receiving FAA report.
5. Did not have roof leaks in last rain, but have couple more places to repair.
6. Repaired blades on right batwing of the woods mower.
7. Grass growing extra fast with all the rain, hard keeping it mowed.

#### Facility Services

Louis Boone

1. Jail Inspector checked the Detention Center for the yearly inspection. We installed batteries for emergency lights, alarm systems, and new light fixtures and bulbs to complete the inspection.
2. Put together two (2) bleachers and mounted in to the concrete to secure it for safety for DSS.

3. Mounted white board on the wall in the County Manager's Office.
4. Removed old file cabinets and broken desks to the Landfill for DSS.
5. There was an inspection done on the Probation building. We labeled the electrical panel that the refrigerator was on, installed balances for the light fixture and installed two (2) light bulbs.
6. Removed file cabinets from the County Manager Building to the Senior Center.
7. Washed windows in the Clerk's Office outside on both sides.
8. Installed new water faucet in the men's bathroom on the first floor.
9. Cutting grass around some of the County buildings.
10. Worked on the double doors at the Washington County Center (BCCC).
11. Installed light fixtures, light bulbs, switched, receptacles and balances through County buildings.
12. Still disinfecting and sanitizing the County buildings.




MTW Health District  
Wes Gray

(Sends COVID-19 updates throughout the month)



Surplus Report  
Renee' Collier

## Surplus Report for July 2020 EOC Meeting

### Ready for Auction

ID #	INV#	Photo	Short Desc	Status	Start Date	End Date	Shortcuts
80	2021-013		Microfilm Machine- Condition Unknown	Ready for Auction	12 Jul 2021 08:00 AM ET	12 Aug 2021 12:15 PM ET	<input type="text"/>
79	2021-014		2 Paper Cutter/Slicer	Ready for Auction	12 Jul 2021 08:30 AM ET	12 Aug 2021 12:45 PM ET	<input type="text"/>
78	2021-011 & 2021-012		4 File Cabinets- 1 broken/3 locks drilled out	Ready for Auction	12 Jul 2021 08:30 AM ET	12 Aug 2021 12:00 PM ET	<input type="text"/>

### Currently at Auction

ID #	INV#	Photo	Short Desc	Status	Start Date	End Date
77	2021-008		1977 Dodge Truck with Slide in Dump Bed- DOES NOT RUN/ NO TITLE	Sent to Auction	14 Jun 2021 08:30 AM ET	14 Jul 2021 10:00 AM ET
76	2021-010		2008 Ford F-150 XL 2WD- WILL NOT REVERSE	Sent to Auction	14 Jun 2021 08:30 AM ET	14 Jul 2021 02:05 PM ET

### Holding to be Surplused

- Recreation: 1998 Ford E150
- Sheriff's Office: 2006 Ford 500  
2006 Dodge Dakota
- Finance: 2008 Dodge Charger

DSS

Clifton Hardison  
(see below)

**Washington County Board of Social Services  
Regular Meeting Minutes  
Tuesday, May 18, 2021**

**Attendance**

- Board of Social Services (in person): Julius Walker, Rona Norman and Julie Phelps
- Staff: Clifton Hardison, Cathy Ange and Lynn Swett

**Call to Order**

The monthly meeting of the Washington County Board of Social Services was held on Tuesday, May 18, 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**

Rona Norman moved to approve the consent agenda that included the April 20, 2021 regular board meeting minutes and closed meeting minutes. Ms. Phelps gave a second to the motion and the vote in favor of the motion was unanimous.

**Director Informational Items**

**Administration**: We are fully staffed. The two new social workers will start June 1<sup>st</sup>. We are near the end of fiscal year and have remained within the budget.

**Food and Nutrition Services**: Food Stamp statistics were reviewed. The program is doing well. The supervisor is still not in the building but we are hoping with Covid dying down that she will be released to come back to work soon.

**Child Care**: Child Care statistics were reviewed. We have been promised by the state that our overspending will be taken care of by the State.

**Medicaid**: Medicaid and Program Integrity statistics were reviewed.

**Children Services**: Child Protective Services and Foster Care statistics were reviewed. It is projected that approximately nine of the children in foster care will find permanency within the next six months.

**Adult Services**: Adult Services and Work First statistics were reviewed. We are one social worker short in this unit while she finishes out her cases in Child Protective Services.

**Energy Program**: The State is getting ready to take the remaining funds in the LIEAP program and issue a one-time LIEAP supplement to client providers on behalf of clients who received benefits this year. The supplement will be calculated by a formula based on the household's previously approved LIEAP payment amount.

**Child Support:** Child Support statistics were reviewed. There has been a slight rise in numbers due to Medicaid only cases that were referred to Child Support.

**Riverlight Transit:** Riverlight Transit statistics were reviewed. The Senior Center is hoping to start back up on June 1st. We have kept the social distancing in place even though the governor has relaxed the guidelines. We want to use best practices while working with clients.

NC Dot Triennial Review will be May 26-28<sup>th</sup>. The Food and Nutrition Services M & E Review will be May 25<sup>th</sup>.

**Evaluations:** The Board asked for evaluation forms. Lynn emailed the forms to the Board members and provided hard copies at the meeting. The Board will complete the evaluations and talk about it at the next meeting.

Director's PowerPoint presentation and spreadsheet reports are attached.

**Local Board Appointment:** The Board discussed the local board appointment and agreed to advertise the position.

**Adjournment**

Ms. Phelps 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, JUNE 15, 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, JUNE 15, 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 – May 18, 2021**
  - B. CLOSED MEETING MINUTES – May 18, 2021**
- 5. INTRODUCTION OF NEW STAFF – Clifton Hardison**
- 6. DIRECTOR’S REPORT - CLIFTON HARDISON**
- 7. IN-HOME SERVICES BIDS**
- 8. OTHER ITEMS BY BOARD MEMBERS OR DIRECTOR- NEXT MEETING – Tuesday, July 20, 2021 AT 9:00 AM**
- 9. ADJOURN – CHAIR, JULIUS WALKER**

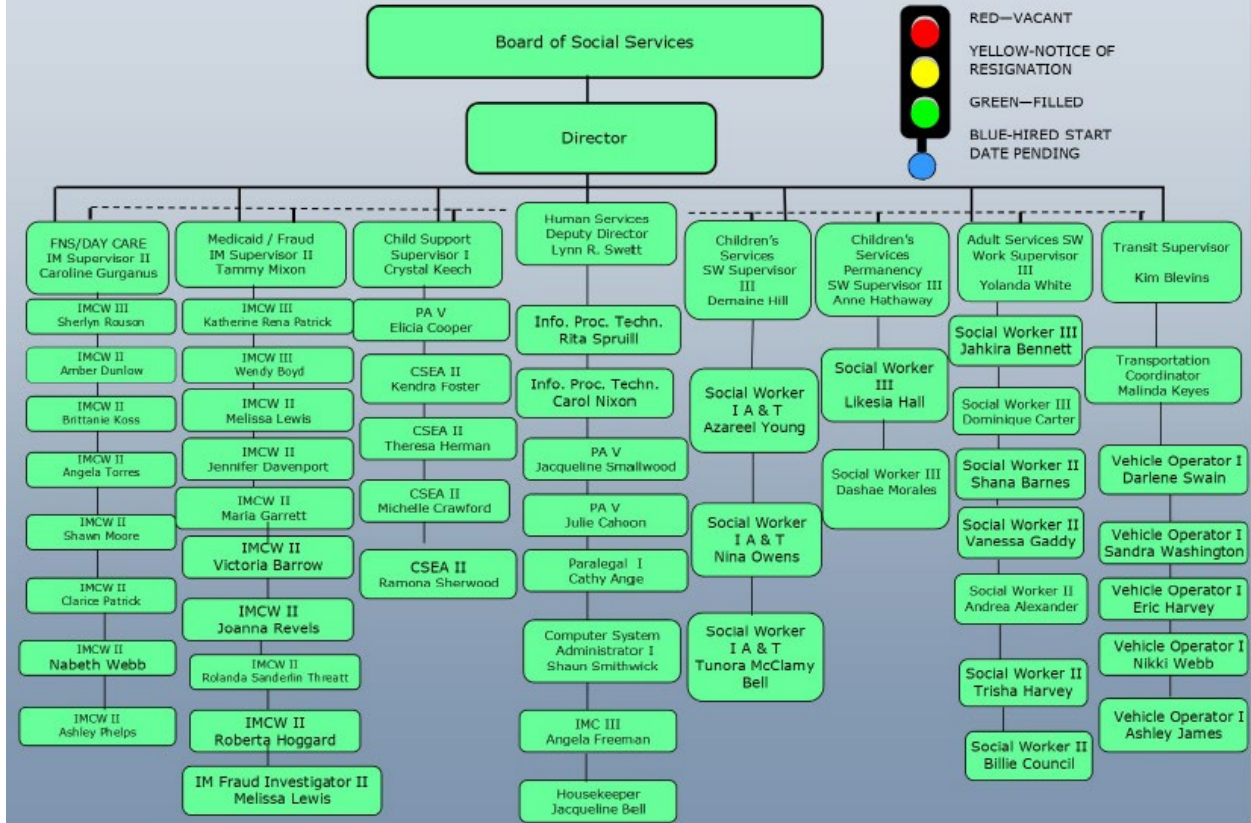
## **Agenda Item 7: Consent Agenda**

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

NC DOT TRIENNIAL REVIEW

MAY 26-28, 2021

FOOD AND NUTRITION SERVICES M & E REVIEW

MAY 25, 2021

## AUDIT/MONITORING FINDINGS

- Child Care Monitoring has received the final documentation. A copy is in your packet.
- Child Welfare/Foster Care is on its final documentation.
- Last phase of REDA audits for Medicaid have been completed. Letter is attached in your packet.
- HCCBG held a quick desk review at the end of May. A letter of those results is also in your packet.

COMMENTS? QUESTIONS?



DIRECTOR'S TRAVELS  
July 12<sup>th</sup> through 16<sup>th</sup> - Vacation

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	54	57	57	
Vacancies		1	4	3	3	2	1	2	3	3	0	0	
Front Desk Visits		185	248	222	200	171	207	369	207	207	203	177	
FINANCIAL Expenditures from 1571	\$3,493,917	\$334,392	\$299,286	\$305,071	\$276,565	\$276,527	\$331,352	\$368,190	\$334,317	\$332,208	\$294,946	\$341,062	
Percentage Remaining		86.00%	80.00%	73.00%	68.00%	62.00%	48.00%	45.00%	39.00%	33.00%	26.00%	20.00%	

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	3,159	3,146	3,154	
Benefits	\$6,896,787	\$596,316	\$540,446	\$735,154	\$548,444	\$545,076	\$553,438	\$552,860	\$611,792	\$721,099	\$649,314	\$ 842,848	
Applications Taken	533	48	48	34	58	74	55	50	57	39	31	39	
Reviews Completed	656	86	1	114	166	53	45	29	40	41	44	37	

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	31	36	27	34	47	50	
Benefit Amount	\$817,475												
Total Benefit Issued	\$ 820,941	\$ 88,760	\$ 81,467	\$ 85,055	\$ 74,748	\$ 77,653	\$ 69,717	\$ 68,925	\$ 71,243	\$ 56,304	\$ 76,280	\$ 70,789	
Benefit Remaining	(\$3,466)												

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	4,582	4,582	4,294	4,330	
Applications Taken	437	28	31	39	33	45	53	50	33	42	38	45	
Reviews Completed	2,490	279	237	182	174	187	216	220	287	282	206	220	



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	10	9	9	
In Home Aid Inquiry List		20	23	27	20	20	20	4	4	20	10	17	
Special Assist In Home Aid Clients		0	0	0	0	0	0	0	0	0	0	0	
Community Alternatives Program for Disabled Adult Clients (CAP)		56	57	57	56	56	58	53	54	54	54	53	
CAP Waiting List		6	4	6	6	11	5	3	3	1	0	0	

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	\$65,889	\$6,247	\$7,134	\$5,594	\$6,460	\$5,169	\$5,886	\$5,569	\$6,099	\$6,025	\$5,482	\$6,224	
Emergency Assist Issued	\$ 6,870	\$ 500	\$ 697	\$ 475	\$ 880	\$ 143	\$1,610	\$ 1,051	\$ 800	\$ 714	\$0	\$0	
Employment Assist Issued	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Community Med Suppt	\$489	\$0	\$0	\$33	\$63	\$48	\$76	\$64	\$175	\$30	\$0	\$0	
Applications Taken	12	0	1	3	2	1	2	1	0	0	0	2	
Single Parent Caseload		9	11	10	9	9	8	8	8	8	7	8	
Two Parent Caseload		0	0	0	0	0	0	0	0	0	0	0	
Child Only Cases		23	22	22	21	20	21	21	22	21	20	20	
200% of Poverty Cases		11	8	8	6	3	0	1	0	0	3	2	
TOTAL OPEN CASES		43	41	38	34	31	29	30	30	30	30	30	



ENERGY PROGRAMS FY 20-21	Balance	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
CIP Apps	108	12	22	1	0	3	15	22	21	10	2	0	
CIP Paid	\$41,995	\$3,706	\$11,843	\$1,150	\$427	\$0	\$2,851	\$4,300	\$7,933	\$9,785	\$0	\$0	
CIP remaining balance	\$ 54,586												
LIEAP Apps		0	0	0	0	0	42	64	25	16	0	0	
LIEAP paid	\$ 194,097	\$0	\$0	\$0	\$0	\$0	\$62,600	\$52,700	\$30,500	\$21,100	\$ 4,300	\$22,897	
LIEAP remaining balance	\$ 15,626												

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	1,199	1,215	1207	
Paternity Established	77	2	1	8	11	2	3	4	10	11	18	7
Total Collections	\$1,451,939	\$148,210	\$157,157	\$116,503	\$120,168	\$125,629	\$121,233	\$103,542	\$119,566	\$164,838	\$ 150,178	\$ 124,915
Orders Established	40	3	0	8	6	2	4	1	7	8	1	0
<b>CHILD SUPPORT- TYRRELL CO.</b>												
Total Caseload		209	209	209	211	209	207	207	205	203	203	203
Paternity Tests Performed	3	1	0	0	0	0	1	0	1	0	0	0
Total Collections	\$358,043	\$46,491	\$31,219	\$33,791	\$32,405	\$29,815	\$28,739	\$25,853	\$27,362	\$32,137	\$ 37,114	\$ 33,117

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	82	80	69	
Medicaid Transportation	59	57	55	56	51	52	60	52	52	55	47	
Roanoke Development Center	0	0	0	0	0	0	0	0	0	0	0	
Senior Center	0	0	0	0	0	0	0	0	0	0	0	
Rural General Public	18	13	14	13	19	10	12	11	23	16	13	
Other (DDS, WF, EDTAP)	9	7	5	7	7	7	6	8	7	9	9	

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	431	410	423	
Roanoke Development Center	0	0	0	0	0	0	0	0	0	0	0	
Medicaid Transportation	285	246	262	259	242	241	245	273	302	268	259	
Senior Center	0	0	0	0	0	0	0	0	0	0	0	
Other (DDS, WF, EDTAP)	74	45	44	62	56	70	60	65	82	97	100	
Rural General Public	58	45	36	40	59	36	44	36	47	45	84	

WASHINGTON COUNTY

# STATISTIC REPORT



Reporting Period:

**JUNE 2021**



# 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	123	141*			1495
Transported	114	143	93	111	85	108	123	89	89	87*			1042
Refusals	48	45	29	40	43	53	64	43	34	54*			453
<b>Transport Washington</b>													
Hospital to Hospitals	1	1	0	0	2	3	3	1	3	0	1		15
SNF to Doctors	124	117	139	88	80	79	95	101	98	93	96		1110
Hospital Discharges	10	7	4	11	12	11	15	13	2	2	13		100
EMS Back Up	0	3	2	3	5	3	3	2	2	1	5		29

## 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	41	53	51		563
Transported	28	39	29	40	32	39	38	47	32	34	40		398
Refusals	22	15	17	14	11	11	16	20	9	19	11		165
<b>Mutual Aid Hyde</b>													
Dispatched	2	0	0	3	1	0	1	0	0	0	0		7
Transported	0	0	0	2	1	0	0	0	0	0	0		3
Refusals	2	0	0	1	0	0	0	0	0	0	0		3

\*Error with ESO. Director is working with Tech Support to fix the problem and will include those in next report.

**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	\$7,235.00	\$4,672.50	\$3,562.65	\$3,272.50	\$40,177.45
<b>Zoning</b>	\$175.00	\$75.00	\$175.00	\$150.00	\$25.00	\$50.00	\$50.00	\$100.00	\$25.00	\$75.00	\$100.00	\$75.00	\$1,075.00
<b>Reinspect</b>	-	\$250.00	\$250.00	\$525.00	\$175.00	\$225.00	\$350.00	\$375.00	\$75.00	\$75.00	\$150.00	\$225.00	\$2,675.00
<b>SWUF</b>	\$139.52	\$114.60			\$45.84			\$252.08	\$-	\$183.36	\$-	\$-	\$735.40
<b>HO Recovery Fee</b>	-	\$10.00		\$10.00	\$-	\$10.00	\$10.00	\$10.00	\$10.00	\$-	\$10.00	\$-	\$70.00
<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>\$7,345.00</b>	<b>\$5,005.86</b>	<b>\$3,822.65</b>	<b>\$3,572.50</b>	<b>\$44,732.85</b>



## SHERRIFF FY20-21

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	YTD TOTALS
<b>Total Number of Dispatched Calls</b>	0	0	0	0	0	0	0	0	0	0	583	671	1254
Law Enforcement											400	480	880
Animal Control											43	58	101
EMS											140	133	273
<b>Reported Incidents</b>										73	43	58	174
<b>Total Arrests</b>	0	0	0	0	9	0	0	0	17	16	6	16	64
Misdemeanor Arrests					5				8	6	2	12	33
Felony Arrests					4				9	10	4	4	31
<b>Total Papers Served</b>	0	0	0	0	23	0	0	0	6	29	43	44	145
Criminal Papers Served										0	0	0	0
Civil Papers Served					23				6	29	43	44	145
<b>Total Papers Outstanding</b>	0	0	0	0	0	0	0	0	0	13	25	28	66
Criminal Papers Outstanding										0	0	0	0
Civil Papers Outstanding										13	25	28	66



**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	\$ 151,748.48	\$ 143,850.12	\$ 83,195.10		\$ 7,151,216.27
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	\$ 237.27	\$ 810.20	\$ 240.59		\$ 6,459.11
Current Year Interest	\$ -	\$ 526.34	\$ -	\$ -	\$ -	\$ 229.55	\$ 2,820.82	\$ 3,301.58	\$ 5,178.52	\$ 6,283.41	\$ 4,869.17		\$ 23,209.39
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	\$ 1,831.57	\$ 234.42	\$ 1,011.02		\$ 84,280.88
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	\$ 2.79	\$ 9.64	\$ 2.75		\$ 75.38
Watershed Interest	\$ -	\$ 5.88	\$ -	\$ -	\$ -	\$ 3.03	\$ 26.73	\$ 33.74	\$ 60.69	\$ 67.98	\$ 433.71		\$ 631.76
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	\$ 32,011.74	\$ 41,833.96	\$ 20,934.76		\$ 360,663.34
Prior Year Penalty	\$ 89.33	\$ 324.00	\$ 161.14	\$ 123.11	\$ 102.97	\$ 38.80	\$ 43.92	\$ 10.16	\$ 35.28	\$ 132.99	\$ 71.01		\$ 1,132.71
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	\$ 7,039.49	\$ 10,082.68	\$ 5,215.78		\$ 63,753.37
Prior Year Watershed	\$ 398.89	\$ 405.22	\$ 440.67	\$ 533.88	\$ 141.74	\$ 137.18	\$ 354.86	\$ 91.00	\$ 213.16	\$ 374.68	\$ 149.78		\$ 3,241.06
Prior Year WS Penalty	\$ 0.57	\$ 4.11	\$ 1.91	\$ 0.32	\$ 0.12	\$ 0.17	\$ 0.46	\$ 0.04	\$ 0.35	\$ 1.10	\$ 0.32		\$ 9.47
Prior Year WS Interest	\$ 475.54	\$ 398.14	\$ 509.29	\$ 359.30	\$ 245.50	\$ 152.48	\$ 315.91	\$ 185.80	\$ 285.34	\$ 577.38	\$ 281.01		\$ 3,785.69
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	\$ 6,363.09	\$ 8,045.76	11188.59		\$ 42,230.68
<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>\$ 205,007.77</b>	<b>\$ 212,304.32</b>	<b>\$ 127,593.59</b>	<b>\$ -</b>	<b>\$ 7,678,343.17</b>
<b>Advalorem Garnishments</b>													
Initiated		5	2	1	-	0	0	0	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	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	\$ 96,860.50	\$ 87,190.30	\$ 73,075.41		\$ 828,401.13
<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	\$ 45,979.26	\$ 56,908.20	\$ 26,632.46		\$ 1,041,853.31
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>\$ 45,979.26</b>	<b>\$ 56,908.20</b>	<b>\$ 26,632.46</b>		<b>\$ 1,042,403.31</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	\$ 5,170.74	\$ 6,910.83	490.132		\$ 189,642.39
<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	\$ 3,906.51	\$ 1,225.94	\$ 3,645.32		\$ 116,869.62
<b>TOTAL</b>	<b>\$ 15,612.13</b>	<b>\$ 5,756.68</b>	<b>\$ 3,546.00</b>	<b>\$ 1,421.64</b>	<b>\$ 36,426.08</b>	<b>\$ 36,426.08</b>	<b>\$ 8,315.17</b>	<b>\$ 588.07</b>	<b>\$ 3,906.51</b>	<b>\$ 1,225.94</b>	<b>\$ 3,645.32</b>	<b>\$ -</b>	<b>\$ 116,869.62</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>\$ 527,731.42</b>	<b>\$ 1,647,048.67</b>	<b>\$ 1,309,751.79</b>	<b>\$ 240,270.34</b>	<b>\$ 356,924.78</b>	<b>\$ 364,539.59</b>	<b>\$ 231,436.91</b>	<b>\$ -</b>	<b>\$ 9,855,659.62</b>



# Ledger Summary Report - Roll-up

Printed 06/30/2021

Timothy J. Esolen, REGISTER OF DEEDS

Washington, NC  
27358-27541

Category	Receipt Code	Count	Total	Recording	Special	Floodplain Mapping	Excise Tax	Land Transfer	Dept Cultural Res	Pension Fund	Automation Fund	State General Fund	State Treasurer Amt	County Receipts
<b>DEED</b>														
	AFFT	AFFIDAVIT	1	\$26.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.39	\$1.94	\$0.00	\$6.20	\$17.47
	ASGMT	ASSIGNMENT	14	\$514.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7.68	\$41.92	\$0.00	\$86.80	\$377.60
	CAN	CANCELLATION	32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	D/T	DEED OF TRUST	19	\$1,216.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18.24	\$117.80	\$0.00	\$117.80	\$962.16
	DEED	DEED	29	\$5,333.00	\$0.00	\$0.00	\$0.00	\$4,579.00	\$0.00	\$11.31	\$56.26	\$0.00	\$179.80	\$506.63
	GIFT/D	DEED OF GIFT	4	\$104.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.56	\$7.76	\$0.00	\$24.80	\$69.88
	MEMO	MEMORANDUM	4	\$104.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.56	\$7.76	\$0.00	\$24.80	\$69.88
	MEMO/L	MEMORANDUM OF LEASE	1	\$26.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.39	\$1.94	\$0.00	\$6.20	\$17.47
	P/A	POWER OF ATTORNEY	4	\$129.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.94	\$10.22	\$0.00	\$24.80	\$92.04
	QCD	QUITCLAIM DEED	1	\$26.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.39	\$1.94	\$0.00	\$6.20	\$17.47
	R/W	RIGHT OF WAY	4	\$104.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.56	\$7.76	\$0.00	\$24.80	\$69.88
	TORR/N	TORRENS NOTATION	7	\$182.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.73	\$13.58	\$0.00	\$43.40	\$122.29
	UCC	UCC 1 TO 2 PAGES	3	\$114.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.71	\$11.22	\$0.00	\$0.00	\$101.07
	<b>Category Totals</b>		123	\$7,878.00	\$0.00	\$0.00	\$0.00	\$4,579.00	\$0.00	\$49.46	\$280.10	\$0.00	\$545.60	\$2,423.84
<b>MARR</b>														
	ML	MARRIAGE LICENSE	5	\$300.00	\$0.00	\$25.00	\$150.00	\$4.50	\$12.05	\$108.45				
	<b>Category Totals</b>		5	\$300.00	\$0.00	\$25.00	\$150.00	\$4.50	\$12.05	\$108.45				
<b>NO BOOK</b>														
	B	BIRTH CERTIFICATE	18	\$180.00	\$0.00	\$0.00	\$2.70	\$17.82	\$159.48					
	CERT COPY	CERTIFIED COPY	1	\$9.00	\$0.00	\$0.00	\$0.14	\$0.89	\$7.97					
	DC	DEATH CERTIFICATE	11	\$470.00	\$0.00	\$0.00	\$7.05	\$46.32	\$416.63					
	LL	LAMINATE (LARGE)	2	\$4.00	\$0.00	\$0.00	\$0.06	\$0.40	\$3.54					
	LS	LAMINATE (SMALL)	3	\$6.00	\$0.00	\$0.00	\$0.09	\$0.60	\$5.31					
	MC	MARRIAGE CERTIFICATE	10	\$110.00	\$0.00	\$0.00	\$1.65	\$10.88	\$97.47					
	NSTP	NOTARY STAMP	1	\$5.00	\$0.00	\$0.00	\$0.07	\$4.92	\$0.01					
	<b>Category Totals</b>		46	\$784.00	\$0.00	\$0.00	\$11.76	\$81.83	\$690.41					

# Ledger Summary Report - Roll-up

Printed 06/30/2021

Timothy J. Esolen, REGISTER OF DEEDS  
Washington, NC  
27358-27541

Category	Receipt Code	Count	Total	Recording	Special	Floodplain Mapping	Excise Tax	Land Transfer	Dept Cultural Res	Pension Fund	Automation Fund	State General Fund	State Treasurer Amt	County Receipts
<b>NOTARY</b>														
	NOTARY NOTARY	5	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.75	\$4.95	\$0.00	\$0.00	\$44.30
	<b>Category Totals</b>	<b>5</b>	<b>\$50.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.75</b>	<b>\$4.95</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$44.30</b>
<b>PLAT CABINET</b>														
	MAP MAP	5	\$105.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.60	\$10.35	\$0.00	\$0.00	\$93.05
	<b>Category Totals</b>	<b>5</b>	<b>\$105.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1.60</b>	<b>\$10.35</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$93.05</b>
	<b>Report Totals</b>	<b>184</b>	<b>\$9,117.00</b>											
	Automation Fund Total:		\$389.28											
	County Receipts Total:		\$3,360.05											
	DVCF Total:		\$150.00											
	Excise Tax Total:		\$4,579.00											
	NCCTF Total:		\$25.00											
	Pension Fund Total:		\$68.07											
	State Treasurer Amount Total:		\$545.60											
	Cash Total:		\$940.00											
	Check Total:		\$8,177.00											
	ACH Total:		\$0.00											
	Card Total:		\$0.00											
	Escrow Account Total:		\$0.00											
	Overpayment Total:		\$0.00											



## Community Hospital Updates 7/6/2021

### Patient Census

- March –
  - Emergency Department: 378 patients cared for, 28 Admits, 20 Transfers.
  - Inpatient Medical/Rehab: 312 patient days.
  - Plymouth Primary Care: 504 patients cared for.
- April –
  - Emergency Department: 407 patients cared for, 26 Admits, 7 Transfers.
  - Inpatient Medical/Rehab: 265 patient days.
  - Plymouth Primary Care: 371 patients cared for.
- May –
  - Emergency Department: 433 patients cared for, 22 Admits, 14 Transfers.
  - Inpatient Medical/Rehab: 425 patient days.
  - Plymouth Primary Care: 351 patients cared for.

### Employment Update

- 153 Total hospital employees: 102 full-time and 51 part-time benefited employees.
- Staffing: 24/7 Respiratory, Radiology, Laboratory, and provider on site.
- We are recruiting with our local community colleges and universities and on all major job boards to establish relationships to build our pipeline. We are hoping to get many qualified candidates through this forum and participate in their job fairs to advertise the perks of working for WRMC in Plymouth NC.

### COVID-19 Update

- 996 doses of the Moderna vaccine were administered to hospital staff and the community through WRMC and PPC.
- Between January and May we have performed 2711 Rapid Covid tests and 1700 Covid Swabs.

## Announcements



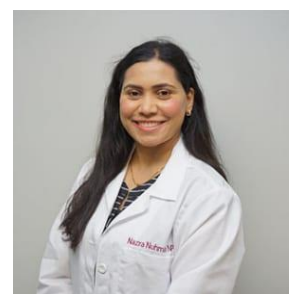
**Amanze Ugoji, MD**  
Chief Executive  
Officer & Chief of  
Staff



**Amanda Tucker-  
Gay, FNP-C**  
Plymouth Primary  
Care



**Shalaila Ann  
Salazar, ACNP-AG**  
Plymouth Primary  
Care & WRMC  
Hospitalist



**Nazra Nuhman, NP**  
WRMC Hospitalist



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## Our Services

### Swing Bed Program

Our Swing Bed program is available to patients who had an acute care stay at Washington Regional Medical Center or elsewhere. Patients who receive higher-level acute care at a different medical center can return to Washington Regional for follow-up care.

Swing Bed Services include:

- IV Therapy
- Sterile dressing change
- Skin/Wound care
- Physical therapy
- Occupational therapy
- Speech therapy
- Respiratory therapy

#### Case Manager & Swing Bed Coordinator

Lisa Cuthrell, RN  
lcuthrell@affinity-wrmmc.com  
252-793-7804

### Women's Center

Women's Health Center at Washington Regional Medical Center offers a growing range of outpatient diagnostic services focused on women, including 3D mammography using the Senographe Pristina Mammography System.

Benefits of 3D mammography include ergonomic design for more comfort, and superior imaging quality for more accuracy. The result is a better experience for you, the patient, and your care providers.

In addition to 3D mammograms, our imaging services for women's health include:

- Ultrasounds
- Digital X-rays
- CT scanning

#### Radiology Department

Sandra Lyle, Radiology Director  
slyle@affinity-wrmmc.com  
252-793-7706

### Community Involvement

- "The Art and Science of Nursing" – WRMC and Pungo Christian Academy are partnering to offer high school students the opportunity to shadow our nursing and physical therapy staff.
- Provided sports physicals for Plymouth Highschool and Pungo Christian Academy.
- Hosting blood drives – July 7<sup>th</sup>, September 8<sup>th</sup>, and December 1<sup>st</sup>.
- Looking to partner with Carrolton to provide medical patient oversight.
- WRMC is excited to begin offering Physician Assistant and Nurse Practitioner students the opportunity to conduct their hospitalist rotations.
- Coordinating with Washington County Board of Education to host Teacher's Back-to-School Health Drive in August.

**WASHINGTON COUNTY BOARD OF COMMISSIONERS**

**AGENDA STATEMENT**

**ITEM NO: 10**

**DATE: July 6, 2021**

**ITEM: Closed Session**

**SUMMARY EXPLANATION:**

Mr. Potter would like to have the following Closed Sessions pursuant to NCGS§143-318.11(a)(3) (attorney-client privilege) and NCGS §143-318.11(a)(6) (personnel).